

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
APRIL 20, 2021 9:30 A.M.

1. Roll Call.
2. Action on the Minutes of the Previous Meeting(s).
3. Special Claims as submitted by the County Auditor, if any.
4. Action on the Bill List as submitted by the County Auditor.

5. **PUBLIC COMMENTS**

RESOLUTIONS

- *6. Resolution approving weatherization contract (DOE-21-20) with the Iowa Department of Human Rights.
7. Resolution approving position modifications resulting from Classification Review.
8. Resolution approving funding commitment to Des Moines Area Religious Council from Hunger Free Polk County fund.
9. Resolution appointing individuals to various Boards and Commissions.
10. Resolution approving Community Betterment Grant awards.

BUDGET ACTIONS

11. Memorandum of Budget Actions.

APPOINTMENTS

12. Memorandum of Appointments.

ADJOURNMENT

**Asterisk denotes attachments to items are on file in the Auditor's Office, 111 Court Avenue,
Des Moines, 515-286-3080 Monday through Friday, 8:00 a.m. – 5:00 p.m.
For the full text of Resolutions, visit our website at: <https://www.polkcountyiowa.gov/auditor/administration/>*

In accordance with the Governor's Proclamation dated March 19, 2020, this public meeting will be held electronically pursuant to section 21.8 of the Code of Iowa.

Join Zoom Meeting

<https://polkcountyiowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXd0cGxpbnFNEb0tTOEVUZz09>

Meeting ID: 947 2367 0014

Passcode: 317164

One tap mobile

+16465588656,,94723670014# US (New York)

+13017158592,,94723670014# US (Washington D.C)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 947 2367 0014

Find your local number: <https://polkcountyiowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXd0cGxpbnFNEb0tTOEVUZz09>

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolutions be adopted:

WHEREAS, the Polk County Weatherization Program, on behalf of the Polk County Board of Supervisors, has successfully administered Weatherization contracts with the Iowa Department of Human Rights; and

WHEREAS, the Department of Human Rights desires to enter into a contract with the Polk County Board of Supervisors for the administration of Weatherization funds from the following contract:

Contract Name/Number	Contract Value	Effective Date	Expiration Date
DOE-21-20	\$596,125.00	April 1, 2021	March 31, 2022

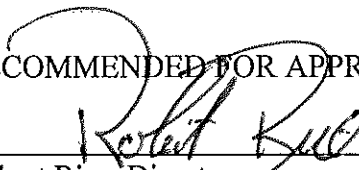
NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the Iowa Department of Human Rights for Weatherization Contract DOE-21-20 in the total amount of \$596,125.00 and authorizes the Public Works Director and the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Polk County Public Works Department is herein authorized to administer the contract and the Public Works Director to sign the amendments to the contract on behalf of Polk County.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

Fiscal Note: Revenue of \$596,125.00 from the State of Iowa
and offset by equal amount of expenditure.

#6

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 51-20 approving DOE-21-20 Weatherization contract.

Agenda Date: April 20, 2021

Contact Individual: Dave Williamson, Housing Services/Code Enforcement Manager, Polk County Public Works Department, 286-3726

Previous Action taken by the Board: None

Board/Commission Actions: NA

Action Requested (Recommended): Approve Weatherization contract DOE-21-20 with the State of Iowa Department of Human Rights.

Comply with Policy: Yes

Background: Polk County operates a Weatherization Assistance Program to make the homes of low-income residents more energy efficient, to reduce the clients' fuel bills and increase their comfort, and to improve the health and safety in homes by identifying and mitigating health and safety problems such as carbon monoxide, combustion appliance back-drafting and high indoor moisture levels. These services are provided free of charge to qualified residents. Polk County receives Department of Energy (DOE) funds from the Iowa Department of Human Rights to support the Weatherization Program. The DOE-21-20 contract provides funds in the amount of \$596,125.00 and is effective April 1, 2021 to March 31, 2022.

Action Impact: The proposed resolution will approve the \$596,125.00 contract with the Department of Human Rights for the Weatherization Program and authorizes the Public Works Director and Chairperson to sign the two copies DOE-21-20 Contract. In addition, authorizes the Public Works Department to administer the contract and the Public Works Director to sign amendments to the contract.

Fiscal Note: \$596,125.00 from the Iowa Department of Human Rights offset by an equal amount of expenditure.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
20/21	Y	\$149,031.25	\$149,031.25	Y		
21/22	Y	\$447,093.75	\$447,093.75	Y		

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

WHEREAS, the Secretary Excluded classification is utilized in Community, Family, and Youth Services Department, Information Technology Department, Department of Veteran Affairs, and the Sheriff's Office.

WHEREAS, the Human Resources Department has reviewed the Secretary Excluded classification and is recommending reclassifications to accurately align job title with work performed, and

WHEREAS, the Human Resources Department recommends the following position modification:

- Reclassify four (4) Secretary positions, Excluded grade 13, range \$51,515-\$67,540, to four (4) Administrative Assistant positions, Excluded grade 13, range \$51,515-\$67,540.

NOW, THEREFORE, BE IT RESOLVED that the Polk County, Iowa hereby approves the above position modifications and directs the County Auditor and the Director of Human Resources to take the necessary steps to implement this resolution.

Approved this _____ day of _____ 2021

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Jeffrey Edgar
Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: Ralph Mancuso
Assistant County Attorney

FISCAL NOTE: N/A

#7

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modifications resulting from Classification Review

Agenda Date: April 20, 2021

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify four (4) Secretary positions, Excluded grade 13, range \$51,515-\$67,540, to four (4) Administrative Assistant positions, Excluded grade 13, range \$51,515-\$67,540.

Comply with Policy: N/A

Background: The Human Resources Department has reviewed the Secretary Excluded classification in the Community, Family, and Youth Services Department, Information Technology Department, Veteran Affairs Department, and the Sheriff's Office. The Human Resources Department recommends reclassifications to accurately align the job title to work performed in the respective areas.

Action Impact: Reclassify four (4) Secretary positions, Excluded grade 13, range \$51,515-\$67,540, to four (4) Administrative Assistant positions, Excluded grade 13, range \$51,515-\$67,540.

Fiscal Note: No costs associated with this action.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
20/21	N				N		
21/22	N				N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors is committed to eliminating hunger in Polk County and to that end in 2014 had adopted the "Partnership for a Hunger-Free Polk County" initiative under the leadership of Supervisor John F. Mauro; and,

WHEREAS, the Des Moines Area Religious Council (DMARC) is a human service non-profit corporation which works within the community to meet basic human needs for greater Des Moines residents regardless of ethnicity or religious beliefs; and,

WHEREAS, DMARC has 14 network pantries that provide a three day emergency food supply for those in need; and,

WHEREAS, Polk County worked with DMARC to expand access to their network pantries by extending hours and adding numerous new pantries (including three mobile pantries) to their network; and,

WHEREAS, DMARC plans to expand their mobile pantry services and create an on-site summer meal program to support Des Moines Public Schools students and their families; and,

WHEREAS, the funding that was raised privately by Supervisor Mauro remains in a fund at the Community Foundation; and,

WHEREAS, in order to continue the efforts already implemented by DMARC on behalf of Polk County and Hunger Free Polk County, it is the desire of the Polk County Board of Supervisors to expend the remaining available funds in the Hunger Free Polk County fund in support of these ongoing efforts; and,

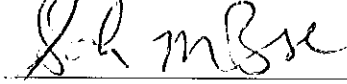
NOW, THEREFORE, BE IT RESOLVED, that Polk County, Iowa hereby approves a funding to the Des Moines Area Religious Council commitment in the amount of \$200,000 from the Hunger Free Polk County fund at the Community Foundation to support activities that were implemented via Hunger Free Polk County to benefit persons residing in Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

Fiscal Impact: FY20/NA

#8

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding commitment to Des Moines Area Religious Council from Hunger Free Polk County fund.

Agenda Date: April 20, 2021

Contact Individual: Sarah Boese, Board Executive Assistant
Board of Supervisors
286-3895

Previous Action taken by the Board: November 6, 2018

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Des Moines Area Religious Council is a human service non-profit corporation which works within the community to meet basic human needs for greater Des Moines residents regardless of ethnicity or religious beliefs. They operate a network of 14 food pantries throughout Polk County that provide individuals and families with a three day emergency food supply. The Polk County Board of Supervisors has been working with DMARC through the Partnership for Hunger Free Polk County initiative to make access to assistance easier for residents – by extending hours and adding new pantries - and if approved, will contribute \$200,000 from the Hunger Free Polk County fund held at the Community Foundation. Funds will be used to assist with their mobile pantries and create an on-site summer meal program for Des Moines Public Schools.

Action Impact: Approves funding.

Fiscal Note: none from Polk County

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
20/21							

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has the responsibility to appoint representatives to certain boards, committees and commissions, and

WHEREAS, appointments are necessary to fill the following positions.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby appoints the individual named below, effective upon passage of this Resolution, to the board specified and the indicated term.

Organization

Term Expires

Homeless Coordinating Council

Robert Brownell (replacing Tom Hockensmith)

1/2/2022

Zoning Commission

Kelly Garoutte

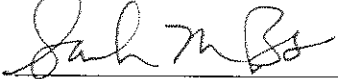
1/2/2023

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Polk County Board of Supervisors

FY20/21 #
Fiscal Impact: None

#9

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Appointing individuals to serve as Polk County's representative on various Boards and Commissions.

Agenda Date: April 20, 2021

Contact Individual: Sarah Boese, Board Executive Assistant
Board of Supervisors
286-3895

Previous Action taken by the Board: Ongoing

Board/Commission Actions: N/A

Action Requested (Recommended): Appoints individuals to represent Polk County on various boards and commissions.

Comply with Policy: Yes

Background: The Polk County Board of Supervisors is responsible for appointing individuals to represent Polk County on various Boards and Commissions. This resolution appoints the individuals outlined in the attached resolution for the term indicated.

Action Impact: Appoints individuals as Polk County's representative on various boards and commissions.

Fiscal Note: None

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
20/21						

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____ that
the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 20-21 Prairie Meadows Revenue Gaming Plan; and,

WHEREAS, community agencies/organizations throughout the metropolitan area submit requests for Community Betterment funding; and,

WHEREAS, requests for support of community agencies/organizations throughout the metropolitan area have been received from all of the agencies listed on the attached Community Betterment Grant Award List; and,

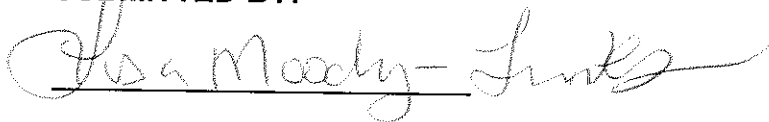
WHEREAS, the nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves awarding \$128,652.07 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$128,652.07 from the Community Betterment fund, FY 20-21

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Community Betterment Grant Awards.

Agenda Date: April 20, 2021

Contact Individual: Lisa Moody-Tunks,
Grant Administrator
Polk County Board of Supervisors
286-2272

Previous Action taken by the Board: Community Betterment Grant Award-April 6, 2021 for \$129,300.00

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of the attached April 20, 2021-Community Betterment Grant Award List

Comply with Policy: Yes

Background: Polk County has funding for Community Betterment projects in the FY20-21 Prairie Meadows Revenue Gaming Plan. Request for support of community agencies/organizations have been received and their projects are an appropriate use of the Community Betterment funds.

Action Impact: Passing of this resolution approves awarding \$128,652.07 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
20/21		\$128,652.07		N		40109033.79410

Additional Fiscal Note Information (optional):

COMMUNITY BETTERMENT GRANT AWARDS

April 20, 2021

Ballet Des Moines	\$6,000.00
Beaverdale Fall Festival	\$8,000.00
Central Iowa High Adventures	\$5,000.00
City of Johnston (Johnston Public Library)	\$4,000.00
City of West Des Moines (West Des Moines Human	\$10,000.00
Clive Community Services	\$9,000.00
Des Moines Chapter, S.P.E.B.S.Q.S.A. Inc.	\$3,000.00
Des Moines Gay Men's Chorus	\$10,000.00
Drake University (Robert D. and Billie Ray Center)	\$10,000.00
First Friday Breakfast Club	\$4,500.00
Investing In My Future, Inc.	\$1,000.00
Iowa Asian Alliance Foundation	\$3,780.00
Iowa Senior Foundation d/b/a Iowa Senior Games	\$5,000.00
Junior Achievement of Central Iowa	\$3,000.00
Link Associates	\$4,122.07
Mondamin Presidential Neighborhood Association	\$750.00
Please Pass the Love	\$10,000.00
St. Vincent de Paul	\$10,000.00
Walnut Creek Baseball	\$5,000.00
West Des Moines Community Schools Foundation	\$5,000.00
West Des Moines Community Schools Foundation	
Fiscal Agent for WDMCS Student Scholarship Fund	\$4,000.00
West Des Moines Historical Society	\$7,500.00
 TOTAL	 \$128,652.07