

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
APRIL 9, 2024 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.

PROCLAMATION

5. FAIR HOUSING MONTH – APRIL 2024

PUBLIC HEARING

FOR THE ISSUANCE, IN ONE OR MORE SERIES, OF NOT TO EXCEED \$200,000,000
AGGREGATE PRINCIPAL AMOUNT OF GENERAL OBLIGATION CAPITAL LOAN NOTES

6. Resolution instituting proceedings to take additional action for the issuance of \$200,000,000 aggregate principal amount of General Obligation Capital Loan Notes, Series 2024A (Exempt Facility Bonds) of Polk County, Iowa.

PUBLIC HEARING

HELLAND WETLAND PROJECT
PLANS, SPECIFICATIONS, FORM OF CONTRACT & ESTIMATE

- *7. Resolution approving plans, specs, form of contract and estimate for the Helland Wetland Project.

PUBLIC HEARING

DISPOSAL OF COUNTY INTEREST IN REAL ESTATE

8. Resolution approving Quit Claim Deed for property at 2011 – 11th Street (City of Des Moines).

9. **PUBLIC COMMENTS**

PETITIONS

10. Petition to suspend taxes and special assessments and authorizing Chairperson to sign the Application and Affidavit for Redemption of Parcel for 4200 SE 12th Street (D. Cart).

RESOLUTIONS

11. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for April 23, 2024 on Disposal of County Interest in Real Estate (City of Des Moines).
12. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for May 7, 2024 regarding rezoning for property located at 3630 NE 150th Avenue, Cambridge (Metro Turf).

- *13. Resolution approving Water Main Connection Agreement for property at 5770 SE 66th Place, Carlisle (Armstrong).
- *14. Resolution approving Water Main Connection Agreement for property at 5609 SE Circle Drive, Carlisle (Ruppert).
- *15. Resolution approving easement contract for Rising Sun Drive Reconstruction Project (no. 122.1264.01).
- *16. Resolution accepting bid (no. 101-2425) from Quality Striping, Inc. for “2024-25 Pavement Marking Program.”
- *17. Resolution accepting bid (no. 140-2425) from InRoads, LLC for “2024-25 Local HMA Resurfacing Project.”
- *18. Resolution awarding contract to Hands On Excavating LLC for the 2024 Batch and Build Project (no. 497-2425).
- *19. Resolution awarding contract to Dixon Construction Co. for RCB Culvert New-Triple Box (no. STP-S-C077(239)—5E-77).
- *20. Resolution approving Helland Wetland Project right-of-entry and temporary construction easement agreement.
- *21. Resolution approving temporary easements purchase for a bridge replacement project (BR6633).
- *22. Resolution approving permanent easement for a structure on NE 54th Avenue (structure 6685).
- *23. Resolution authorizing release of lien on property at 5425 NW 1st Street (Head).
- *24. Resolution authorizing submittal of the FY 25 Secondary Road Budget and Road Program to the Iowa Department of Transportation.
- 25. Resolution cancelling special weed assessment (parcel 18000958188150).
- 26. Resolution approving final plat of Heartland LM Kellogg Plat.
- 27. Resolution approving final plat of Oceanview Acres Estates.

- *28. Resolution authorizing the Director of Behavioral Health and Disability Services to sign application, agreement and reports for Iowa Department of Health and Human Services and sub-contract with Employee and Family Resources (local substance abuse prevention efforts).
- *29. Resolution approving amended agreement with FP Consulting, LLC.
- *30. Resolution approving Provider Services Agreement with Molina Healthcare of Iowa, Inc.
- *31. Resolution approving Professional Services Agreement with Nola Aigner Davis.
- *32. Resolution approving agreement with The B Jr Company, LLC to address lead hazard repairs at 2905 Sheridan Avenue (Zambrano-Corona/Andrews).
- *33. Resolution approving agreement with GB Lead Services for cleaning services at the firing range.
- 34. Resolution creating position in Behavioral Health and Disability Services Department.
- 35. Resolution reclassifying position within the Conservation Department.
- *36. Resolution creating Associate Medical Examiner position and approving employment agreement with Dr. Gregory Schmunk.
- *37. Resolution approving settlement of civil litigation claim (Richardson).
- *38. Resolution abating taxes on parcels of real estate (state or political subdivision of the state).
- *39. Resolution abating special weed assessments on various parcels (political subdivision of state).
- *40. Resolution approving Community Development Grant for Central Iowa Center for Independent Living.
- *41. Resolution approving Community Development Grant for Golf Charitable Foundation of Greater Des Moines (Principal Charity Classic).
- 42. Resolution refunding overpayment of transfer tax to RealClear Settlement.
- *43. Resolution approving agreement with the University of Iowa (Iowa Initiative for Sustainable Communities).
- *44. Resolution approving grant agreement to be reimbursed for enhanced security measures at the Iowa Events Center.

- 45. Resolution approving individuals to various boards and commissions.
- 46. Resolution approving Community Sponsorship awards.
- 47. Resolution approving Community Betterment Grant awards.

COMMUNICATIONS

- 48. Polk County Treasurer Semi-Annual Report, January 1 – June 30, 2023.
- *49. Polk County Veteran Affairs Third Quarter Report FY 23/24.
- 50. Manure Management Plan Update, Brad Moeckly, Elkhart, Iowa.
- *51. Pleasant Hill Urban Renewal Area Amendment meeting notice.
- *52. Windsor Heights Consolidated Urban Renewal Area Amendment meeting notice.

BUDGET ACTIONS

- *53. Memorandum of Budget Actions.

APPOINTMENTS

- *54. 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/>*

Live stream the Board of Supervisors meeting at:
<https://www.youtube.com/watch?v=HMDHAKCmyO4>

County of Polk

Board of Supervisors PROCLAMATION

Whereas, April 11, 2024 marks the anniversary of the passage of the Fair Housing Act in 1968, which prohibits discrimination in the sale, rental and financing of housing on the basis of (as amended) race, color, religion, national origin, sex, disability and family status, and

Whereas, The Iowa Civil Rights Act (as amended) prohibits housing discrimination on the basis of race, color, creed, sex, sexual orientation, gender identity, religion, national origin, mental or physical disability or familial status, and

Whereas, fair housing practices play a positive role in ensuring the well-being of all people in our community; and

Whereas, economic growth, community health, and human relations in all communities are improved by diversity and fairness; and

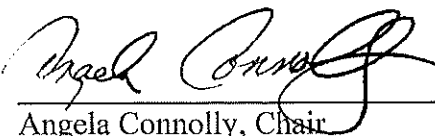
Whereas, all members of our community are encouraged to raise awareness of fair housing practices to prevent discrimination and to ensure our community is welcoming and inclusive,

Therefore, be it resolved that we, Polk County Board of Supervisors, do hereby proclaim the month of April, 2024 as:

FAIR HOUSING MONTH

in Polk County to establish Polk County as an inclusive community committed to fair housing and to promote appropriate activities by private and public entities intended to provide or advocate for equal housing opportunities for all residents and prospective residents of Polk County.

Signed this 9th day of April, 2024, in Des Moines, Iowa.



Angela Connolly, Chair

POLK COUNTY BOARD OF SUPERVISORS

Moved by _____, seconded by _____ that the following Resolution be adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE IN ONE OR MORE SERIES OF NOT TO EXCEED \$200,000,000 AGGREGATE PRINCIPAL AMOUNT OF GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2024A (Exempt Facility Bonds) OF POLK COUNTY, IOWA

WHEREAS, on November 7, 2023, more than 60% of voters approved the issuance of not to exceed \$350,000,000 General Obligation Bonds or Capital Loan Notes, and none of such authority has been utilized to date; and

WHEREAS, Polk County, Iowa (the "Issuer") intends to authorize and issue its general obligation capital loan notes for the purpose of loaning the proceeds thereof to the Airport Authority to finance (i) the costs of the acquisition, construction, reconstruction, extending, remodeling, improving, repairing, and equipping of a new main terminal, passenger check-in area, TSA security area, baggage handling system and baggage claim area, six (6) new airline gates (which include the "stinger" gate/holding area), a new car rental service facility, aircraft apron, and terminal roadways, all located at 5800 Fleur Drive, Des Moines, Iowa, all of which will be owned and operated by the Airport Authority (the "Project"); and (ii) paying costs of issuance and related costs; and

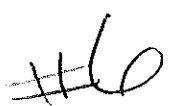
WHEREAS, the proceeds from the sale of the Notes are proposed to be loaned by the Issuer to the Airport Authority pursuant to the provisions of a Loan Agreement (the "Agreement") between the Issuer and the Airport Authority; and

WHEREAS, a notice of hearing on the proposal to issue, in one or more series, not to exceed \$200,000,000 Aggregate Principal Amount of General Obligation Capital Loan Notes, Series 2024A (Exempt Facility Bonds) of the Issuer has been published as required by law (the "Notice"); and

WHEREAS, a public hearing has been held at the time and place as specified in said notice of hearing and any and all objections or other comments relating to such Notes have been heard and it is deemed to be in the best interests of the Issuer that said Notes be issued as proposed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF COUNTY OF POLK, STATE OF IOWA:

Section 1. That this Board does hereby ratify and approve the form of Notice and does further hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$200,000,000 aggregate principal



amount of the Issuer's General Obligation Capital Loan Notes, Series 2024A (Exempt Facility Bonds).

Section 2. At the public hearing conducted by this Board, in accordance with the provisions of Section 147(f) of the Internal Revenue Code of 1986, as amended, pursuant to published notice, all persons who appeared were given an opportunity to express their views for or against the proposal to issue said Notes.

Section 3. It is hereby determined that any and all objections to the issuance of said Notes are hereby overruled and this Board shall proceed with the necessary proceedings relating to the issuance of said Notes upon satisfactory financing terms to be agreed upon with the proposed purchaser of said Notes and the required documentation has been prepared by Bond Counsel, and approved by all other parties, including the Issuer.

Section 4. All Resolutions or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed and this Resolution shall be in full force and effect immediately upon its adoption.

PASSED AND APPROVED, this 9th day of April, 2024.

Chairperson

ATTEST:

County Auditor

ROLL CALL

RESOLUTION

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

WHEREAS, by Resolution 48-23, dated April 4, 2023, Polk County, Iowa approved a funding agreement for the Helland Wetland Project ("the Project"); and

WHEREAS, by Resolution 51-24, dated March 26, 2024, Polk County, Iowa set a public hearing for April 9, 2024 at 9:30 a.m. in room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa to approve the proposed plans, specifications, form of contract and estimated cost of the public improvements to be constructed pursuant to the Project; and

WHEREAS, pursuant to Iowa Code Section 26.12, Polk County is required to hold a public hearing and approve the proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the Project prior to entering into a contract; and

WHEREAS, Polk County Public Works Department has reviewed plans and specifications for the construction of the Helland Wetland and recommends approval; and

WHEREAS, interested parties may obtain Contract Documents, project information, proposed plans, specifications, and estimated costs and submit bids via BidNet Direct until bid submission deadline/closing date and time of May 7, 2024, at 2:00 PM CST; and

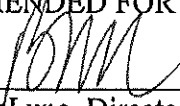
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the plans, specifications, form of contract and estimated cost of the public improvements to be constructed pursuant to the Project.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

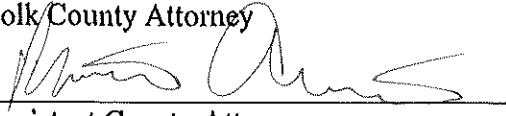
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandéLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney


Assistant County Attorney

FISCAL NOTE: None

#7

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 74-24 to hold a public hearing and approve plans, specifications, form of contract, and estimate for Helland Wetland Project.

Agenda Date: April 9, 2024

Contact Individual: John Swanson, Water Resources Planner, Polk County Public Works Department, 875-5880

Previous Action taken by the Board: Resolution No. 51-24 on March 26, 2024 setting Public Hearing.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution to approve proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the Helland Wetland Project prior to entering into a contract responsive to a public bid.

Comply with Policy: Yes- complies with Iowa Code Chapter 26.

Background: Polk County has started a new program to partner with agricultural landowners to install water quality wetlands. The Helland Wetland Project installation will be the first wetland installed through the program by Polk County.

Action Impact: Approval of plans, specifications, form of contract, and estimate for Helland Wetland Project.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	NA	NA	NA			

Additional Fiscal Note Information (optional):

2005-3711

RESOLUTION

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

WHEREAS, Polk County received a proposal from the City of Des Moines to obtain this vacant parcel located at 2011 11 Street, Des Moines, Iowa, legally described as:

LOT 117 THIRD PLAT PROSPECT PARK

WHEREAS, Polk County desires to accept said offer and convey said property to the City of Des Moines; and

WHEREAS, there has been proper notice and public hearing pursuant to Iowa Code §331.361.

NOW, THEREFORE BE IT RESOLVED by Polk County, Iowa, that the above described proposal is accepted; and

BE IT FURTHER RESOLVED Polk County, Iowa approves the attached Quit Claim Deed and authorizes the Chair of the Polk County Board of Supervisors to sign said Quit Claim Deed.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

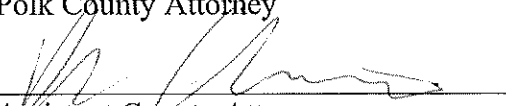
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: None

#8

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 58-24 approving a Quit Claim Deed to the City of Des Moines, File #2005-3711 (Dist. 80 Parcel 05576-000-000) vacant parcel located at 2011 11 Street, Des Moines, Iowa.

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Real Estate Division, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: On March 26, 2024 the Board approved a resolution for a public hearing to convey this parcel to the City of Des Moines.

Board/Commission Actions: NA

Action Requested (Recommended): Approve Quit Claim Deed

Comply with Policy: Yes, Proposal

Background: Polk County received a proposal from the City of Des Moines to obtain this parcel to combine with adjacent City Park. Polk County received this parcel by Tax Deed in July of 2008. Property size is .836 acres.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to the City of Des Moines.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24			N/A			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's interest in real estate for the parcels legally described as:

E 90F S 50F N 100F LOT 1 BLK 4
COTTAGE GROVE
LOT 12 BLK 1 INGLESIDE
LOT 30 WILLIAMSON PLACE

by assigning tax sale certificates of parcels located in Des Moines, Iowa to the City of Des Moines, Iowa; and

WHEREAS, Iowa Code section 331.361(2) requires a public hearing on a proposal to dispose of an interest in real estate.

NOW, THEREFORE BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of April 23, 2024, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

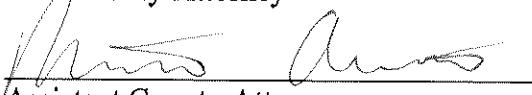
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: none

#11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 56-24 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in three County held parcels legally described on the resolution and public notice.

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Real Estate Division, Polk County Public Works Department, 286-2291

Previous Action taken by the Board: Previous resolutions to assign County interest in tax sale properties to City of Des Moines

Board/Commission Actions: None

Action Requested (Recommended): Set Public Hearing

Comply with Policy: Yes, Proposal.

Background: Polk County received a proposal from City of Des Moines to acquire three tax sale properties. Polk County is working out an agreement with City of Des Moines to assign the tax sale certificates. The agreement will be approved as part of the public hearing to dispose of the Polk County interest on April 23, 2024.

Action Impact: Approval of the resolution sets the public hearing date and directs the Auditor's Office to publish notice of a public hearing.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						

Additional Fiscal Note Information (optional):

NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 23rd of April, 2024 at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to consider a proposal to convey Polk County's interest in real estate by assigning tax sale certificates of parcels located in Des Moines, Iowa and legally described as:

E 90F S 50F N 100F LOT 1 BLK 4
COTTAGE GROVE
LOT 12 BLK 1 INGLESIDE
LOT 30 WILLIAMSON PLACE

To City of Des Moines, Iowa. For additional information, contact Polk County Public Works, Real Estate Division at (515) 286-3705.

RESOLUTION

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

WHEREAS, a rezoning petition was submitted to the Polk County Board of Supervisors by Kallie and Randy Hoksbergen of Metro Turf LLC (Property Owner), 10297 NW 40th Street, Polk City, IA 50226, represented by Branden Stubbs of Stubbs Engineering, 1609 N Ankeny Boulevard, STE 230, Ankeny, IA 50023, for the subject property located at 3630 NE 150th Avenue, Cambridge. The subject property is located on the north side of NE 150th Avenue, being approximately (¼) one-quarter mile east of the intersection of NE White Oak Drive and NE 150th Avenue. The subject property is legally described as follows:

A part of the E ½ of the SE ¼ of Section 8 and a part of the W ½ of the SW ¼ of Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township).

WHEREAS, the Petitioners are requesting a Polk County 2050 Comprehensive Plan Amendment and Zoning Map Amendment to change the Future Land Use Map classification from Agriculture to Estate Residential, and to change the Zoning Map from the "AG" Agricultural District to the "ER" Estate Residential District for the entire 103.4-acre subject property; and

WHEREAS, the Polk County Zoning Commission met on March 25, 2024, and recommended denial of the requested Polk County 2050 Comprehensive Plan and Zoning Map Amendments by a vote of 5-0, with two (2) members absent; and

WHEREAS, Iowa Code Section § 335.6 requires a public hearing for a rezoning.

NOW, THEREFORE BE IT RESOLVED that a public hearing on this proposed rezoning is set for May 7, 2024 at 9:30 A.M. in Room 120 of the Polk County Administrative Office Building 111 Court Avenue, Des Moines, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

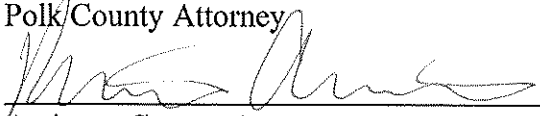
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: No cost to the County

X 12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 62-24 Setting a Public Hearing for a Rezoning Petition and requesting the Auditor to publish notice for the subject property located at 3630 NE 150th Avenue, Cambridge, within Section 8 and 9 of Elkhart Township.

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning & Development Manager, Polk County Public Works Department, 286-2290

Previous Action taken by the Board: None

Board/Commission Actions: The Polk County Zoning Commission met on March 25, 2024, and voted five (5) in favor, and zero (0) against, with two (2) members absent to recommend denial of a Polk County 2050 Comprehensive Plan Future Land Use Map Amendment from Agricultural classification to the Estate Residential classification, and a Polk County Zoning Map Amendment from the "AG" Agricultural District to the "ER" Estate Residential District.

Action Requested (Recommended): Setting a public hearing for May 7, 2024.

Comply with Policy: Yes

Background:
The subject property is located in the unincorporated village of White Oak and is currently used in sod and row crop production. White Oak contains a mix of properties zoned "AG" Agricultural District, used in row crop production, as well as properties containing single family residences zoned "ER" Estate Residential District. The proposed rezoning would allow the property owners, Metro Turf LLC, to subdivide the property with a higher density of lots. The property owners are proposing five (5) large lots accessing NE 150th Avenue and without a significant water main upgrade in the area they could be limited to only those five (5) lots.

Staff considers this a request that is conforming to the intent of the Comprehensive Plan and Future Land Use Map even though the Future Land Use Map only designates the south half of the subject property as Estate Residential classification. The Comprehensive Plan contains a Village Area Plan for White Oak that emphasizes the promotion of continued large-lot development in area of the subject property.

Action Impact: Approval of the Resolution sets the public hearing date and directs the Auditor's office to publish notice of the public hearing.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	N	N	N	N		

Additional Fiscal Note Information (optional): None

Public Notice

Notice of hearing on a proposed Zoning Map Amendment to the area described below and as provided under the Polk County Zoning Ordinance and under Chapter 331 AND Chapter 335 Code of Iowa, as amended.

To: All interested persons within the unincorporated territory of Polk County, Iowa:

Notice is hereby given that on Tuesday, May 7, 2024 at 9:30 am, a public hearing will be held by the Polk County Board of Supervisors. The hearing will take place in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309.

The purpose of the hearing is to take public testimony in connection with a proposed 2050 Comprehensive Plan Amendment and Zoning Map Amendment to the Official Polk County Zoning Map from Petitioners, Kallie and Randy Hoksbergen of Metro Turf LLC (Property Owner), 10297 NW 40th Street, Polk City, IA 50226, represented by Branden Stubbs of Stubbs Engineering, 1609 N Ankeny Boulevard, STE 230, Ankeny, IA 50023, for the subject property located at 3630 NE 150th Avenue, Cambridge, IA 50046. The Petitioners request a Polk County 2050 Comprehensive Plan Amendment and Zoning Map Amendment to change the Future Land Use Map classification from Agriculture to Estate Residential for a portion of the subject property, and to change the Zoning Map from the "AG" Agricultural District to the "ER" Estate Residential District for the entirety of the subject property. The subject property is located on the north side of NE 150th Avenue, being approximately one-quarter (¼) mile west of the intersection of NE White Oak Drive and NE 150th Avenue. The subject property is approximately 103.4 acres in size and is legally described as the W ½ of the SW ¼ of Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township). The Petitioners are requesting to rezone the entire 103.4 acres of the subject property as described below.

Legal Description of Subject Property

A part of the E ½ of the SE ¼ of Section 8 and a part of the W ½ of the SW ¼ of Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township).

Legal Description of Rezoning Area

The entire 103.4 acres of the above described subject property, being more particularly described as follows:

The East One-half (E1/2) of the Southeast Quarter (SE1/4) of the Section 8 (Except the West 8 acres of the South half thereof and except beginning 25 rods West of the Northeast corner of the Northeast Quarter (NE1/4) of Section 17-81-23, thence diagonally in Northwest direction 16 rods, then south 6 rods to intersection of Section line between Sections 8-81-23 and 17-81-23, then East 15 rods along Section line to beginning, all being in Section 8 and except commencing at the NW cor. of Lot 6 in the NE1/4, Sec. 17, T81N, R23W of the 5th P.M., Polk County, Iowa, thence West 66.0 ft. along the south line of Sec. 8 in said T81N, R23W, thence N0° 18'W, 369.2 ft. to the centerline of the County Road, thence S61° 05'E 284.7 ft. along said centerline, thence S0° 55'E, 231.2 ft. to the south line of Sec. 8, thence West 185.9 ft. along said South line to the point of beginning and except commencing at the Northeast corner of said Lot 6 above described, thence North 0° 55' West 146.2 feet to the centerline of the County Road, thence North 59° 52' West 169.2 feet along said centerline, thence South 0° 55' East 231.2 feet to the South line of said Section 8, thence East 145.0 feet, along said South line to the point of beginning) all in Township 81 North, Range 23 West of the 5th P.M., Polk County, Iowa.

And

Outlot X, Eagle View Estates, an official plat. Except Corrected Parcel A, Plat of Survey recorded in Book 13242, Page 364 in the office of the Polk County, Iowa Recorder.

Said tract contains 103.4 acres more or less.

The proposed Map Amendments were heard by the Polk County Zoning Commission at their public hearing on Monday March 25, 2024 at 7:00 pm, where the Commission recommended denial of the proposed Amendments by a vote of 5-0, with two (2) members absent.

Anyone wishing to appear before the Polk County Board of Supervisors shall have an opportunity to be heard.

The application is available by contacting the Polk County Public Works Department, Planning & Development Division by emailing publicworks@polkcountyiowa.gov or calling (515) 286-3705.

Polk County Board of Supervisors,
BY: Angela Connolly, Chair

Attest:

BY: Jamie Fitzgerald,

Clerk of the Board of Supervisors

RESOLUTION

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

WHEREAS, Kassandra R. Armstrong desires connection to the water main constructed through a Cooperative Service Agreement between Polk County and the City of Carlisle for Avon Lake residents, with said water main to be maintained by the City of Carlisle, for the property described as:

LOTS 3 & 4 BLK E LAKE AVON, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA;

in accordance with the attached Water Main Connection Agreement between Polk County and Kassandra R. Armstrong; and

WHEREAS, Kassandra R. Armstrong desires to pay the water main connection fee over a 10-year period in accordance with the County Water and Sewer Policy.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached Water Main Connection Agreement between Polk County and Kassandra R. Armstrong, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the County Auditor is hereby directed to record the Agreement, and the Polk County Public Works Department shall administer the terms of the Agreement.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

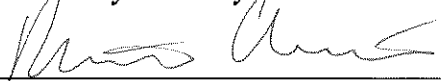
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: No cost to the County

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 71-24 approving a water main Connection Agreement with Kassandra R. Armstrong for water connection to the Avon Lake water project to serve their property at 5770 SE 66th Place, Carlisle.

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning & Development Manager, Polk County Public Works Department, 286-2291

Background: Owner desires voluntary connection to Avon Lake water project. The project was constructed through a Cooperative Service Agreement by Polk County and the City of Carlisle. The public water mains will be maintained by the City of Carlisle.

Action Impact: Approval provides public water service to the property at 5770 SE 66th Place, and facilitates payment of the current connection amount of \$5,304.50 over a 10-year period, including 10% down payment and 4% interest over the remaining 9-years, as permitted by the Polk County Water and Sewer Policy.

Action Requested: Approval of the Connection Agreement.

Fiscal Note: Connection fee of \$5,304.50 plus 4.0% interest to be reimbursed to the Economic Development Fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	N	N/A	\$530.45 (10% down payment)	Y		

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, Shane & Nicole Ruppert desire connection to the water main constructed through a Cooperative Service Agreement between Polk County and the City of Carlisle for Avon Lake residents, with said water main to be maintained by the City of Carlisle, for the property described as:

LOT 19 AVON GARDENS; AND -EX LYG E OF LN FROM PT 3F E OF NW COR LT 6 TO PT 7F W OF SE COR LT 4- LTS 4,5 & 6, BLK B, AVONDALE, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA;

in accordance with the attached Water Main Connection Agreement between Polk County and Shane & Nicole Ruppert; and

WHEREAS, Shane & Nicole Ruppert desire to pay the water main connection fee over a 10-year period in accordance with the County Water and Sewer Policy.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached Water Main Connection Agreement between Polk County and Shane & Nicole Ruppert, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

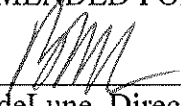
BE IT FURTHER RESOLVED that the County Auditor is hereby directed to record the Agreement, and the Polk County Public Works Department shall administer the terms of the Agreement.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

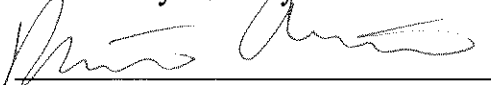
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: No cost to the County

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 72-24 approving a water main Connection Agreement with Shane & Nicole Ruppert for water connection to the Avon Lake water project to serve their property at 5609 SE Circle Dr, Carlisle.

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning & Development Manager, Polk County Public Works Department, 286-2291

Background: Owners desire voluntary connection to Avon Lake water project. The project was constructed through a Cooperative Service Agreement by Polk County and the City of Carlisle. The public water mains will be maintained by the City of Carlisle.

Action Impact: Approval provides public water service to the property at 5609 SE Circle Drive, and facilitates payment of the current connection amount of \$5,304.50 over a 10-year period, including 10% down payment and 4% interest over the remaining 9-years, as permitted by the Polk County Water and Sewer Policy.

Action Requested: Approval of the Connection Agreement.

Fiscal Note: Connection fee of \$5,304.50 plus 4.0% interest to be reimbursed to the Economic Development Fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	N	N/A	\$530.45 (10% down payment)	Y		

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, Resolution No. 249-22 dated December 13, 2022 authorized the Public Works Department to enter into an agreement with the City of Pleasant Hill for construction Project No. 122.1264.01, "Rising Sun Drive Reconstruction Project"; and

WHEREAS, in order to facilitate construction, the Polk County Public Works Department has negotiated the attached one (1) easement contract with a total cost of \$1,370.00.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached easement contract for Project No. 122.1264.01, adopts the contract, and authorizes the Chair of the Polk County Board of Supervisors to execute the contract on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Polk County Public Works Department to execute the terms of said contract and record all necessary documents.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

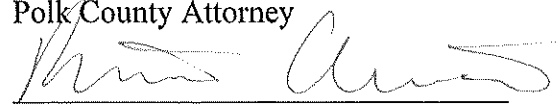
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL IMPACT: Easement costs of
\$1,370.00 to be drawn from the Economic Development Fund

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 57-24 to approve an easement contract for the Rising Sun Drive Reconstruction Project No. 122.1264.01.

Agenda Date: April 9, 2024

Contact Individual: Aaron Putnam, PE, County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves the terms of the attached easement contract, adopts the contract, and authorizes the Chair to execute the contract on behalf of Polk County. Approval of contract, allows Public Works to proceed with construction of this project. Also authorizes the Polk County Public Works Department to execute the terms of said contract and record all necessary documents.

Comply with Policy: Yes

Background: Project No. 122.1264.01, reconstruction project for a portion of NE Rising Sun Drive between NE 64 Street and NE 70 Street between Polk County and the City of Pleasant Hill. In order to facilitate construction, the Polk County Public Works Department had negotiated one (1) easement contract with a total cost of \$1,370.00.

Action Impact: Approval of the contract will allow Public Works to proceed with construction of this project, execute the terms of said contract, and record all necessary documents.

Fiscal Note: Easement cost of \$1,370.00 to be drawn from the Economic Development Fund.

Fiscal Year	Budget ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$1,370.00	N/A	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on March 21, 2024 the Polk County Procurement Division received and publicly opened sealed bids for Bid No. 101-2425, "2024-25 Pavement Marking Program" with the following results:

Quality Striping Inc.	\$306,636.57
Des Moines, IA	
Iowa Plains Signing	\$533,020.82
Slater, IA; and	

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from Quality Striping Inc., Des Moines, Iowa in the amount of \$306,636.57; and

WHEREAS, it may be necessary to temporarily close these project routes to facilitate construction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does herein award Bid No. 140-2425, "2024-25 Local HMA Resurfacing Project" to Quality Striping Inc. in the amount of three hundred six thousand six hundred thirty-six and 57/100 (\$306,636.57); and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Chair of the Polk County Board of Supervisors to sign the contracts and bonds which will be prepared by the Polk County Public Works Department; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Public Works Director and/or the County Engineer to temporarily close project roadways as necessary and to approve amendments or change orders to this contract on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed contract to Quality Striping Inc. and administer the contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret VandeLune, Director
Polk County Public Works Department

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 67-24 to accept the bid of \$306,636.57 received from Quality Striping Inc., Des Moines, Iowa for Bid No. 101-2425, "2024-25 Pavement Marking Program."

Agenda Date: April 9, 2024

Contact Individual: Rachel Conrad, P.E., Assistant County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: Res. No. 204-23, Dated December 12, 2023 authorized Procurement to Conduct Bid Letting.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution accepts the bid from Quality Striping Inc. and authorizes the Polk County Public Works Department to prepare the necessary contracts to be signed by the Chair of the Polk County Board of Supervisors, and authorizes the Polk County Public Works Department to temporarily close certain project routes to facilitate construction.

Comply with Policy: Yes

Background: On March 21, 2024, the Procurement Division publicly opened sealed bids for Bid No. 101-2425. The Public Works Department recommends awarding the contract to Quality Striping Inc. in the amount of \$306,636.57.

Action Impact: Resolution authorizes Public Works to complete the terms of the Contract.

Fiscal Note: Costs will be paid from the Secondary Roads fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$0	N	N		
24/25	Y	\$306,636.57	N			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on March 21, 2024 the Polk County Procurement Division received and publicly opened sealed bids for Bid No. 140-2425, "2024-25 Local HMA Resurfacing Project" with the following results:

InRoads LLC Des Moines, IA	\$5,127,777.44
Grimes Asphalt & Paving Corp. Des Moines, IA	\$5,175,995.25
OMG Midwest, Inc., D.B.A. Des Moines Asphalt & Paving Ankeny, IA; and	\$5,871,562.35

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from InRoads LLC, Des Moines, Iowa in the amount of \$5,127,777.44; and

WHEREAS, it may be necessary to temporarily close these project routes to facilitate construction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does herein award Bid No. 140-2425, "2024-25 Local HMA Resurfacing Project" to InRoads LLC in the amount of five million one hundred twenty-seven thousand seven hundred seventy-seven and 44/100 (\$5,127,777.44); and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Chair of the Polk County Board of Supervisors to sign the contracts and bonds which will be prepared by the Polk County Public Works Department; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Public Works Director and/or the County Engineer to temporarily close project roadways as necessary and to approve amendments or change orders to this contract on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed contract to InRoads LLC and administer the contract on behalf of Polk County, Iowa.

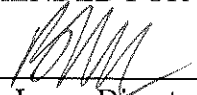
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#17

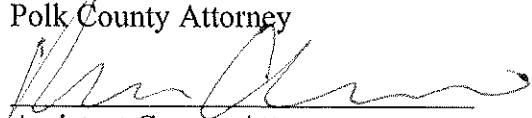
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL IMPACT: Costs will be paid from the Secondary Roads fund.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 66-24 to accept the bid of \$5,127,777.44 received from InRoads, LLC, Des Moines, Iowa for Bid No. 140-2425, "2024-25 Local HMA Resurfacing Project."

Agenda Date: April 9, 2024

Contact Individual: Rachel Conrad, P.E., Assistant County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: Res. No. 204-23, Dated December 12, 2023 authorized Procurement to Conduct Bid Letting.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution accepts the bid from InRoads, LLC, authorizes the Polk County Public Works Department to prepare the necessary contracts to be signed by the Chair of the Polk County Board of Supervisors, and authorizes the Polk County Public Works Department to temporarily close certain project routes to facilitate construction.

Comply with Policy: Yes

Background: On March 21, 2024, the Procurement Division publicly opened sealed bids for Bid No. 140-2425. The Public Works Department recommends awarding the contract to InRoads, LLC in the amount of \$5,127,777.44.

Action Impact: Resolution authorizes Public Works to complete the terms of the Contract.

Fiscal Note: Costs will be paid from the Secondary Roads fund

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$0	N	N		
24/25	Y	\$5,127,777.44	N			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County approved a 28E Agreement for Fiscal Agent Assistance between Iowa Department of Agriculture and Land Stewardship- Division of Soil Conservation and Water Quality, Polk County, Iowa, Polk County Soil and Water Conservation District, Dallas County Soil and Water Conservation District, and Boone County Soil and Water Conservation District; and

WHEREAS, the 2024 Batch and Build Project will improve water quality in priority watersheds across Polk County; and

WHEREAS, the project will provide public improvements by treating agricultural tile outlets with bioreactors and saturated buffers to reduce nitrates; and

WHEREAS, Project No. 497-2425, includes the construction of 52 saturated buffers and bioreactors; and

WHEREAS, this project was publicly let for bids on the March 19, 2024, with the following results:

Hands On Excavating LLC \$471,784.56

WHEREAS, it is the recommendation of the Public Works Department to accept the bid from Hands On Excavating LLC in the amount of \$471,784.56; and

WHEREAS, the Public Works Department shall oversee implementations of the 2024 Batch and Build Project, provide payments to contractor, approve change orders, and coordinate with state, local, and federal funding partners.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards this project to Hands On Excavating LLC in the amount of Four Hundred and Seventy One Thousand, Seven Hundred Eighty Four Dollars and 56/100 (\$471,784.56); and

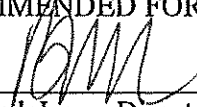
BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the attached contract with Hands On Excavating LLC, adopts the Contract and authorizes the Director of Public Works to electronically sign the contracts and bonds on behalf of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

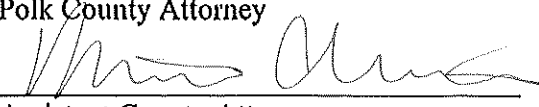
RECOMMENDED FOR APPROVAL:



Bret Vandellune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: None

#18

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 73-24 to award contract for Project No. 497-2425, 2024 Batch and Build Project to Hands On Excavating LLC.

Agenda Date: April 9, 2024

Contact Individual: John Swanson, Water Resources Planner, Polk County Public Works Department, 875-5880

Board/Commission Actions: NA

Action Requested (Recommended): Resolution accepts the bid and awards the project to Hands On Excavating LLC, approves the terms of the contract, adopts the contract, authorizes the Director of Public Works to sign the contract and bond on behalf of Polk County, and authorizes Public Works to administer the terms of the contract.

Comply with Policy: Yes

Background: Polk County is constructing the Creekview Wetland to improve water quality and reduce flooding in the Fourmile Creek Watershed. This project was publicly let for bids on March 19, 2024 with Hands On Excavating submitting the most responsive and responsible bid of \$471,784.56. It is the recommendation of the Public Works Department to accept the bid from Hands On Excavating LLC.

Action Impact: Resolution allows Public Works to proceed with construction and administration of the project as per the terms and conditions of the contract and the project specifications.

Fiscal Note: Funding will be tracked and managed through the Public Works Economic Development Fund

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$150,000	\$150,000	N		
24/25	Y	\$321,781.56	\$321,781.56	N		

Additional Fiscal Note Information (optional): Funding will be tracked and managed in the Public Works Economic Development Fund

R E S O L U T I O N

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

WHEREAS, the following project is included in the approved 2023/24 Polk County Five (5) Year (2023-2028) Farm-To-Market and Secondary Road Capital Improvements Program:

STP-S-C077(239)--5E-77 RCB Culvert New – Twin Box on SE 48th Ave

WHEREAS, this project was publicly let for bids and included in the January 17, 2024 Iowa Department of Transportation letting with the following results:

Project STP-S-C077(239)--5E-77:

Dixon Construction Co.	\$ 990,640.34;
Graves Construction Co., Inc.	\$1,064,743.42;
Gus Construction Co., Inc.	\$1,083,392.74;
Jenco Construction, Inc.	\$1,307,917.10; and

WHEREAS, it is the recommendation of the Public Works Department to accept the bid from Dixon Construction Co. in the amount of \$990,640.34 for Project No. STP-S-C077(239)--5E-77; and

WHEREAS, it may be necessary to temporarily close certain roadways along the project route to facilitate construction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards this project to Dixon Construction Co. in the amount of nine hundred ninety thousand six hundred forty dollars and 34/100's (\$990,640.34) for Project No. STP-S-C077(239)--5E-77; and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the contract with Dixon Construction Co., adopts the contract and authorizes the Director of Public Works or the County Engineer to electronically sign the contract and bond on behalf of Polk County through the Iowa Department of Transportation's Doc Express project administration system; and

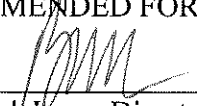
BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Public Works Department to administer the terms of the contract, temporarily close certain project roadways as necessary to facilitate construction, and approve amendments or change orders to this Agreement on behalf of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

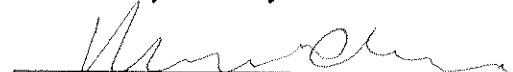


Bret VandLune, Director
Polk County Public Works Department

#19

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney


Assistant County Attorney

FISCAL IMPACT: All construction costs to be funded using Federal STBG funds in the amount of \$300,000 previously awarded to Polk County for this project and \$690,640.30 from the Secondary Roads fund.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 65-24 to award contracts for Project No. STP-S-C077(239)--5E-77, RCB Culvert New – Triple Box to Dixon Construction Co.

Agenda Date: April 9, 2024

Contact Individual: Rachel Conrad, P. E., Assistant County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: Resolution 78-23 approved the Iowa Department of Transportation Funding Agreement for the BR6680 Bridge Replacement project.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution accepts the bids and awards the project to Dixon Construction Co., approves the terms of the contract, adopts the contract, authorizes temporary closure of roadways, authorizes the Director of Public Works to electronically sign the contract and bond on behalf of Polk County through the Iowa DOT's Doc Express system, and authorizes Public Works to administer the terms of the contract.

Comply with Policy: Yes

Background: Project No. STP-S-C077(239)--5E-77 is included in the approved 2023/24 Polk County Five (5) Year (2023-2028) Farm-To-Market and Secondary Road Capital Improvements Program and was publicly let for bids on the January 17, 2024 Iowa Department of Transportation letting with Dixon Construction Co. submitting the most responsive and responsible bid for the project. It is the recommendation of the Public Works Department to accept the bid from Dixon Construction Co.

Action Impact: Resolution allows Public Works to proceed with construction and administration of the project as per the terms and conditions of the contract and the project specifications.

Fiscal Note: All construction costs to be funded using Federal STBG funds in the amount of \$300,000 previously awarded to Polk County for this project and \$690,640.30 from the Secondary Roads fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$690,640.30	N/A	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, by Resolution 48-23, dated April 4, 2023, Polk County approved a 28E Agreement for Fiscal Agent Assistance with Iowa Department of Agriculture and Land Stewardship- Division of Soil Conservation and Water Quality to install water quality wetlands; and

WHEREAS, the Helland Wetland Project will be the first wetland installed through this agreement to improve water quality in Polk County; and

WHEREAS, the project will provide public improvements by treating agricultural tile outlets to reduce nitrates; and

WHEREAS, the Iowa Department of Agriculture and Land Stewardship shall provide funding to Polk County to operate as fiscal agent for Helland Wetland Project; and

WHEREAS, to provide water quality improvements through the installation of the wetland, Polk County is required to enter into a Right of Entry and Temporary Construction Easement agreement with each parcel within a given project area; and

WHEREAS, Polk County shall provide a one-time payment of \$100,000 to the landowner for the easement as compensation for lost crop land acres; and

WHEREAS, each agreement will not be recorded and shall end 30 days following completion of construction meeting project design and specifications.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the Right of Entry and Temporary Construction Easement agreement presented and authorizes the Chair of the Polk County Board of Supervisors to sign the agreement and Public Works to provide payment.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

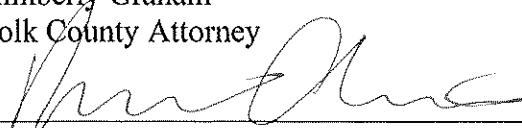
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney


Assistant County Attorney

FISCAL NOTE: None

#20

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 75-24 to approve Helland Wetland Project Right of Entry and Temporary Construction Easement Agreement.

Agenda Date: April 9, 2024

Contact Individual: John Swanson, Water Resources Planner, Polk County Public Works Department, 875-5880

Previous Action taken by the Board: Resolution 48-23 on April 4, 2023 approving funding agreement for Polk County Batch and Build Project.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves agreement to enter properties for the construction of a wetland to improve water quality.

Comply with Policy: Yes

Background: The Polk County has started a new program to partner with agricultural landowners to install water quality wetlands. The Helland Wetland Project installation will be the first wetland installed through the program by Polk County.

Action Impact: Approval of resolution approves the Board Chair to sign the agreement, Public Works to implement the agreement, including payment actions, and allows Polk County to construct wetland to improve water quality.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$100,000	\$100,000	N		

Additional Fiscal Note Information (optional):

Funding will be tracked and managed from Economic Development Fund

RESOLUTION

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

WHEREAS, Project No. STP-S-C077(241)--5A-77, the replacement of BR6633 on NE 108th St is in the approved Polk County Five (5) year (2024-2029) Farm-to-Market and Secondary Road Capital Improvements Program; and

WHEREAS, in order to facilitate construction and future maintenance the Polk County Public Works Department has negotiated the following right-of-ways:

<u>BR6633 Bridge Replacement</u>	<u>Amount</u>	<u>Purchase</u>
Melvin J. Jennings	\$ 920.00	Temporary Easement
Bobbi M. & Scott F. Meister	\$1,300.00	Temporary Easement

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the temporary easement documents for Project No. STP-S-C077(241)--5A-77 and authorizes the Chair of the Polk County Board of Supervisors to sign said documents on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes Polk County Public Works to execute the documents, including payments, on behalf of Polk County, and execute the terms of the documents.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: Right-of-Way costs of \$2,200 to be drawn from the current FY 2024/29 Public Works Department budget and approved amendments.

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 64-24 to approve temporary easements purchase for the BR6633 bridge replacement project.

Agenda Date: April 9, 2024

Contact Individual: Rachel Conrad, PE, Assistant County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves the terms of the attached temporary easement documents, adopts the documents, and authorizes the Public Works Director to execute the documents on behalf of Polk County. Authorizes the Polk County Public Works Department to execute the terms of the documents, including payments.

Comply with Policy: Yes

Background: Project No. STP-S-C077(241)--5A-77, the replacement of BR6633 on NE 108th St is in the approved Polk County Five (5) year (2024-2029) Farm-to-Market and Secondary Road Capital Improvements Program. In order to facilitate construction, the Polk County Public Works Department has negotiated temporary easements shown for a total cost of \$2,200.

Action Impact: Approval of the temporary easements will allow Public Works to proceed with construction of this project.

Fiscal Note: Right-of-Way costs of \$2,200 to be drawn from the current FY 2024/29 Public Works Department budget and approved amendments.

Fiscal Year	Budget ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$2,200	N/A	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Project No. 2021TR16, the replacement of structure 6685 on NE 54 Avenue was in the approved Polk County Five (5) year (2023-2027) Farm-to-Market and Secondary Road Capital Improvements Program; and

WHEREAS, the structure was replaced this year; and

WHEREAS, in order to facilitate future maintenance of the structure, the Polk County Public Works Department has negotiated the easement agreement with a total cost of \$715.00.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached easement document and authorizes the Chair of the Polk County Board of Supervisors to execute the document on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Polk County Public Works Department to execute the terms of said document and record the document.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

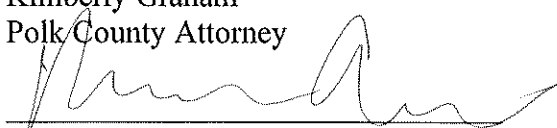
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL IMPACT: Easement cost of \$715.00 to be drawn from the current FY 2024/29
Public Works Department budget and approved amendments.

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 63-24 to approve a permanent easement for Structure 6685 on NE 54th Ave.

Agenda Date: April 9, 2024

Contact Individual: Rachel Conrad, PE, Assistant County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves the terms of the attached easement document, adopts the document, and authorizes the Public Works Director to execute the document on behalf of Polk County. Authorizes the Polk County Public Works Department to execute the terms of the document, including payments.

Comply with Policy: Yes

Background: Project No. 2021TR16, the replacement of structure 6685 on NE 54 Avenue was in the approved Polk County Five (5) year (2023-2027) Farm-to-Market and Secondary Road Capital Improvements Program and was constructed earlier this year. In order to facilitate maintenance of the structure, the Polk County Public Works Department has negotiated the easement agreement with a total cost of \$715.00.

Action Impact: Approval of the agreement will allow Public Works to proceed with future maintenance of this project.

Fiscal Note: \$715.00 to be drawn from the current FY 2024/29 Public Works Department budget and approved amendments

Fiscal Year	Budget ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$715.00	N/A	N		

Additional Fiscal Note Information (optional):

R E S O L U T I O N

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

WHEREAS, Polk County entered into a Sanitary Sewer Extension Agreement with Ruth Head for property described as: N 104.5F S 209F Lot 69 Northacre in Polk County, Iowa, locally known as 5425 NW 1 St., Des Moines, Iowa; and

WHEREAS, the Sanitary Sewer Extension Agreement provided for repayment of the acreage fees, frontage fees and connection fees by installment over a nine-year period of time; and

WHEREAS, in accordance with the Polk County Water and Sewer Policy, a lien was placed on the property in the amount of \$6,692.00; and

WHEREAS, Ruth Head has satisfied the requirements of the lien recorded October 19, 2011, in book 14015 page 132-137 against the property located at 5425 NW 1 St., Des Moines, Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa releases the lien on 5425 NW 1 St., Des Moines, Iowa authorizes the Chair of the Polk County Board of Supervisors to sign the attached release, and requests the Polk County Auditor's Office to record this release.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

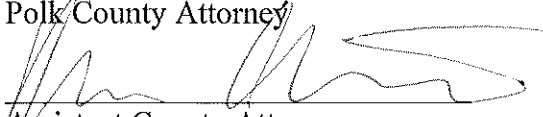
Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR ACTION:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney


Assistant County Attorney

Fiscal Impact: None

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 61-24 to approve the release of a lien on 5425 NW 1st St., Des Moines, IA 50313

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 515-286-2291

Previous Action taken by the Board: Yes

Board/Commission Actions: Board approved Sanitary Sewer Extension Agreement on October 18, 2011

Action Requested (Recommended): Approve the release of lien on property located 5425 NW 1 St., Des Moines, IA 50313

Comply with Policy: Yes

Background: Polk County entered into a Sanitary Sewer Extension Agreement with Ruth Head for property located at 5425 NW 1 St., Des Moines, IA, on October 18 2011. The Sanitary Sewer Extension Agreement provided for repayment of the acreage fees, frontage fees and connection fees by installment over a nine-year period of time. In accordance with the Polk County Water and Sewer Policy, a lien was placed on the property in the amount of \$6,692.00. The property owner has satisfied the requirements of the Sanitary Sewer Extension Agreement.

Action Impact: Approving this Resolution authorizes the release of the lien on the property at 5425 NW 1 St., Des Moines, IA 50313.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		N/A	N/A			

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Fiscal Year 2025 Polk County Secondary Road Budget and the Five Year (2025-2029) Secondary Road Construction Program have been completed for submittal to the Iowa Department of Transportation on/or before April 15, 2024, pursuant to Chapter 309.22 of the *Code of Iowa*; and

WHEREAS, the Fiscal Year 2025 Polk County Budget will be adopted on April 23, 2024; and

WHEREAS, the Polk County Public Works Department recommends approval of the budget as per the requirements set forth by the *Iowa Code* and the Iowa Department of Transportation; and

WHEREAS, projects within the proposed Five Year (2025-2029) Secondary Road Construction Program may require additional right-of-way from private property to complete construction; and

WHEREAS, the situation may arise where a negotiated settlement cannot be reached for the necessary right-of-way and may necessitate utilizing the condemnation process to obtain the necessary right-of-way.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the FY2025 Iowa Department of Transportation Budget and Road Program and authorizes the Chair of the Polk County Board of Supervisors to sign said Budget and Road Program; and

BE IT FURTHER RESOLVED that the Public Works Department is hereby directed to submit the approved FY2025 Iowa Department of Transportation Budget and Road Program to the Iowa Department of Transportation in compliance with Chapter 309.22 of the *Code of Iowa*; and

BE IT FURTHER RESOLVED that the Public Works Department be authorized to acquire the right-of-way needed for projects within the approved Five Year (2025-2029) Secondary Road Program through the negotiation process; and

BE IT FURTHER RESOLVED that the Public Works Department and the Polk County Attorney's Office be authorized to proceed with the condemnation hearing process when a negotiated settlement cannot be reached.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

#24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 69-24 authorizes the Board of Supervisors to sign and directs the Public Works Department to submit the FY25 Secondary Road Budget and Road Program to the Iowa Department of Transportation.

Agenda Date: April 9, 2024

Contact Individual: Aaron Putnam, P.E., County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approve resolution and sign the Secondary Road Budget and Road Program and authorize the Public Works Department to submit to the Iowa Department of Transportation.

Comply with Policy: Yes

Background: Chapter 309.22, *Code of Iowa*, requires that on or before April 15 of each year, the Board of Supervisors shall adopt and submit to the Iowa Department of Transportation for approval a Secondary Road Budget and a Five Year Road Program for the next fiscal period beginning July 1, 2024 and ending June 30, 2025.

Action Impact: Public Works Department will submit approved FY25 Budget and Road Program to the Iowa Department of Transportation on/or before April 15 to comply with the Iowa Code requirements.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						
24/25						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the following property:

Address	District/Parcel	Geo-Parcel	Certificate No.
3020 NW 73 rd LN	18000958188150	802432426013	001114667900

is requesting that the assessment for weed cutting be cancelled; and

WHEREAS, based on the review and investigation by the Polk County Weed Commissioner's office, this assessment was found to be cited incorrectly to the property; and

WHEREAS, The Polk County Weed Commission recommends the request for cancelation of the Weed Assessment be approved.

NOW, THEREFORE BE IT RESOLVED that the above referenced certification be cancelled, including interest and fees and that the Polk County Auditor and Polk County Treasurer are directed to strike said assessment from the tax books of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Assistant County Attorney

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution WC-2-24 Request for cancellation of Special Weed Assessment.

Agenda Date: April 9, 2024

Contact Individual: Bret VandeLune, Weed Commissioner, Polk County Public Works Department, 286-2290

Previous Action taken by the Board: Certified Weed Assessment on December 12, 2023

Board/Commission Actions: N/A

Action Requested (Recommended): Approve request for cancellation of special Weed Assessment

Comply with Policy: Yes

Background: Each year the County assesses property owners for destruction of noxious weeds pursuant to Chapter 317 and 331.384 of the *Code of Iowa*. Pursuant to Chapter 427.8, Code of Iowa, the property owner can petition the Board of Supervisors for cancellation of the assessment. The Polk County Weed Commissioner's Office makes a recommendation after investigating and reviewing the request. The Board of Supervisors then may grant or deny the request. The Weed Commission investigated these requests and found the assessment to be cited incorrectly to the property.

Action Impact: Approval of the resolution approves the cancellation of the special Weed assessment.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the owners of land located in Section 26, Township 80 North, Range 22 West of the 5th P.M. (Franklin Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as Heartland LM Kellogg Plat 1; and

WHEREAS, the major subdivision preliminary plat proposes two (2) single-family residential lots on approximately 12.62 acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa; and

WHEREAS, the Polk County Board of Supervisors voted unanimously, with no members absent, to approve the major subdivision preliminary plat of Heartland Kellogg Plat 1 on January 16, 2024.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision final plat of Heartland LM Kellogg Plat 1 and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution.

Sewer Service:	Individual Septic System
Water Service:	Des Moines Water Works
Zoning:	"ER" Estate Residential District
Platted by:	Logan and Melissa Kellogg (property owner)
Surveyor:	Associated Engineering Company of Iowa
Location:	Located at the southwest corner of the intersection of NE 82 nd Avenue and NE 109 th Street
Township:	Franklin

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: No cost to the County

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 60-24 approving Heartland LM Kellogg Plat 1, a major subdivision final plat.

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-2290.

Previous Action taken by the Board: None

Board/Commission Actions: On January 16, 2024 the Polk County Board of Supervisors voted five (5) to zero (0) to approve the Preliminary Plat of Heartland LM Kellogg Plat 1. The Polk County Zoning Commission met on December 27, 2022 and voted five (5) in favor and one (1) absent, on a motion to recommend approval of the Preliminary Plat of Heartland LM Kellogg Plat 1, in accordance with staff's recommendation for approval.

Action Requested (Recommended): Approval

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances.

Background: The Plat proposes two (2) single-family residential lots on approximately 12.62 acres of land that is zoned "ER" Estate Residential District. The subject subdivision is located in the NW ¼ of the SE ¼ of Section 26, Township 80 North, Range 22 West (Franklin Township), Polk County, Iowa. Lot 1 of the proposed subdivision will be approximately 4.29 acres in area and contains an existing single-family dwelling and two (2) accessory structures. Lot 2 contains the remaining 7.02 acres and is proposed to contain a single-family dwelling in the future. Both lots have frontage along and take access onto NE 109th Street. Lot 1 has additional frontage to north along NE 82nd Avenue. The subdivision will be served by public water through Des Moines Water Works. Wastewater treatment will be provided by individual septic systems. The City of Bondurant and the City of Mitchellville have approved the final plat.

Action Impact: Approval of the Final Plat allows for recording.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	N	N	N	N		

Additional Fiscal Note Information (optional): None

Heartland LM Kellogg Plat 1
Major Final Plat

PLAT INFORMATION: This subdivision plat proposes two (2) single-family residential lots and on approximately 12.62 acres zoned "ER" Estate Residential District.

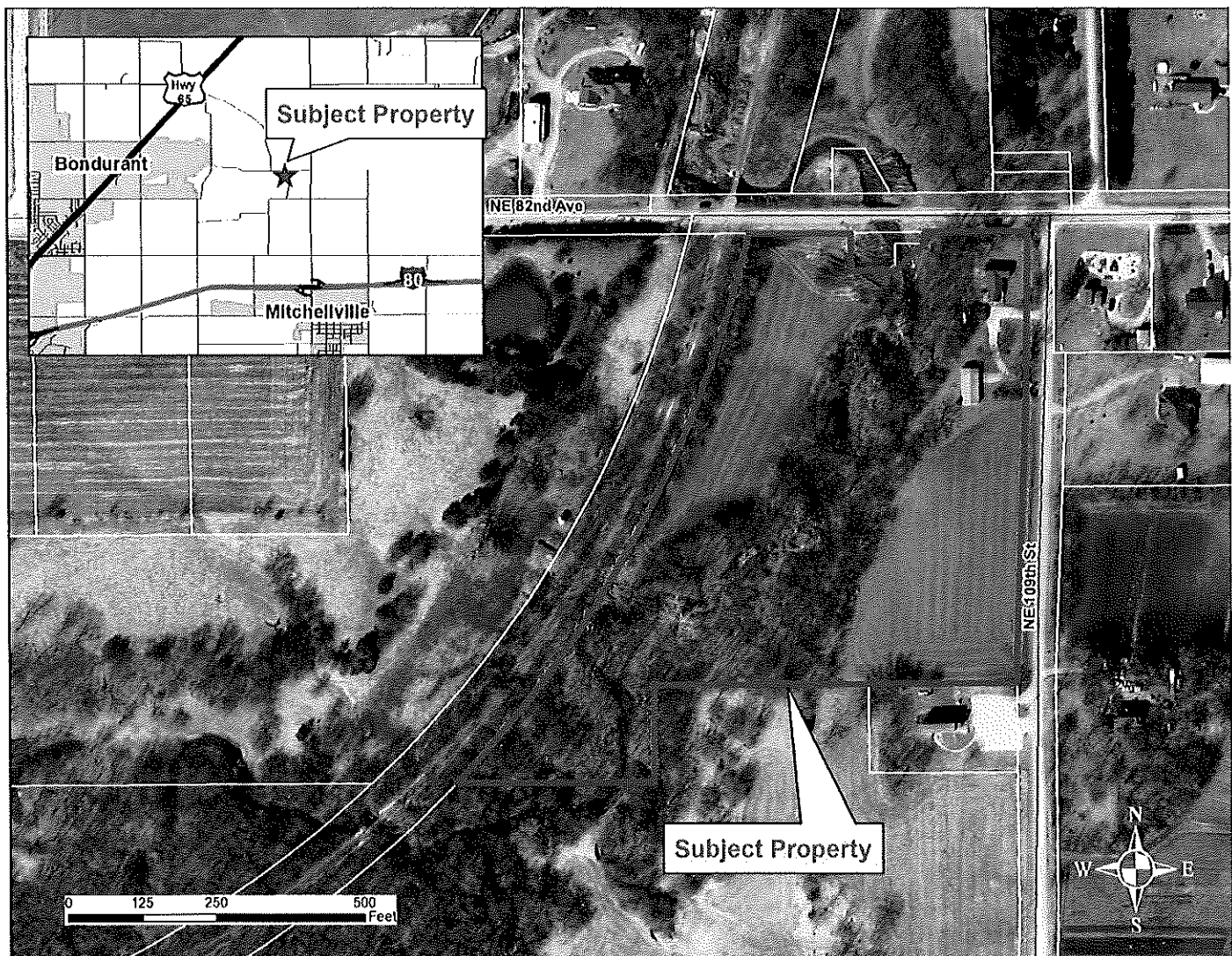
SEWER: Individual Septic Systems

WATER: Des Moines Water Works

TOWNSHIP: Franklin

OWNERS & DEVELOPERS: Logan and Melissa Kellogg (Property Owners)

Vicinity Map:



RESOLUTION

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

WHEREAS, the owners of land located in Section 18, Township 81 North, Range 25 West of the 5th P.M. (Union Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as Oceanview Acres Estates; and

WHEREAS, the major subdivision final plat proposes four (4) single-family residential lots and one (1) street lot on approximately forty (40) acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa; and

WHEREAS, the Polk County Board of Supervisors voted unanimously, with none absent, to approve the major subdivision preliminary plat of Oceanview Acres Estates on February 27, 2024; and

WHEREAS, the Polk County Public Works Department has reviewed the major subdivision final plat and recommends that it be approved.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision final plat of Oceanview Acres Estates and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution.

Sewer Service:	Individual Septic Systems
Water Service:	Xenia Rural Water
Zoning:	"ER" Estate Residential District
Platted by:	Oceanview Estates, LLC, represented by Zach Sherer (owner/developer)
Surveyor/Engineer:	Nick Carter (Carter Surveying & Construction Services)
Location:	Approximately 1,350 feet west of the intersection of NW 146 th Avenue and NW 128 th Street.
Township:	Union

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 70-24 approving the Final Plat of Oceanview Acres Estates.

Agenda Date: April 9, 2024

Contact Individual: Brian McDonough, Planning and Development Manager, Polk County Public Works Department, 286-2291.

Previous Action taken by the Board: The Board of Supervisors unanimously approved the Preliminary Plat of Oceanview Acres Estates on February 27, 2024.

Board/Commission Actions: None. The Zoning Commission does not review/recommend on final plats. They previously recommended approval of the preliminary plat prior to Board consideration and approval.

Action Requested (Recommended): Approval

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances.

Background: The plat proposes four (4) single-family residential lots and one (1) street lot on approximately 40.29 acres zoned "ER" Estate Residential District. Lots 1 and 2 are each 9.86 acres in size with lot 3 being 16.20 acres. Lastly, lot 4 is the smallest lot at 3.37 acres in size. Lots will be served by public water through Xenia Rural Water with a new water main extension recently completed to accommodate these new lots. Private wastewater treatment systems will be installed by future lot owners.

Action Impact: Approval of the Final Plat allows for its recording and creation and transfer of the lots, including dedication of existing road easement along NW 146th Avenue to Polk County.

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	N	N	N	N		

Additional Fiscal Note Information (optional): None

Oceanview Acres Estates Major Final Plat

PLAT INFORMATION: This subdivision plat proposes four (4) single-family residential lots and one (1) street lot on approximately 40.29 acres zoned “ER” Estate Residential District. The subject property is located on the south side of NW 146th Avenue, being approximately one-half (½) mile east of the intersection of NW 146th Avenue and NW 142nd Street (Hwy 17).

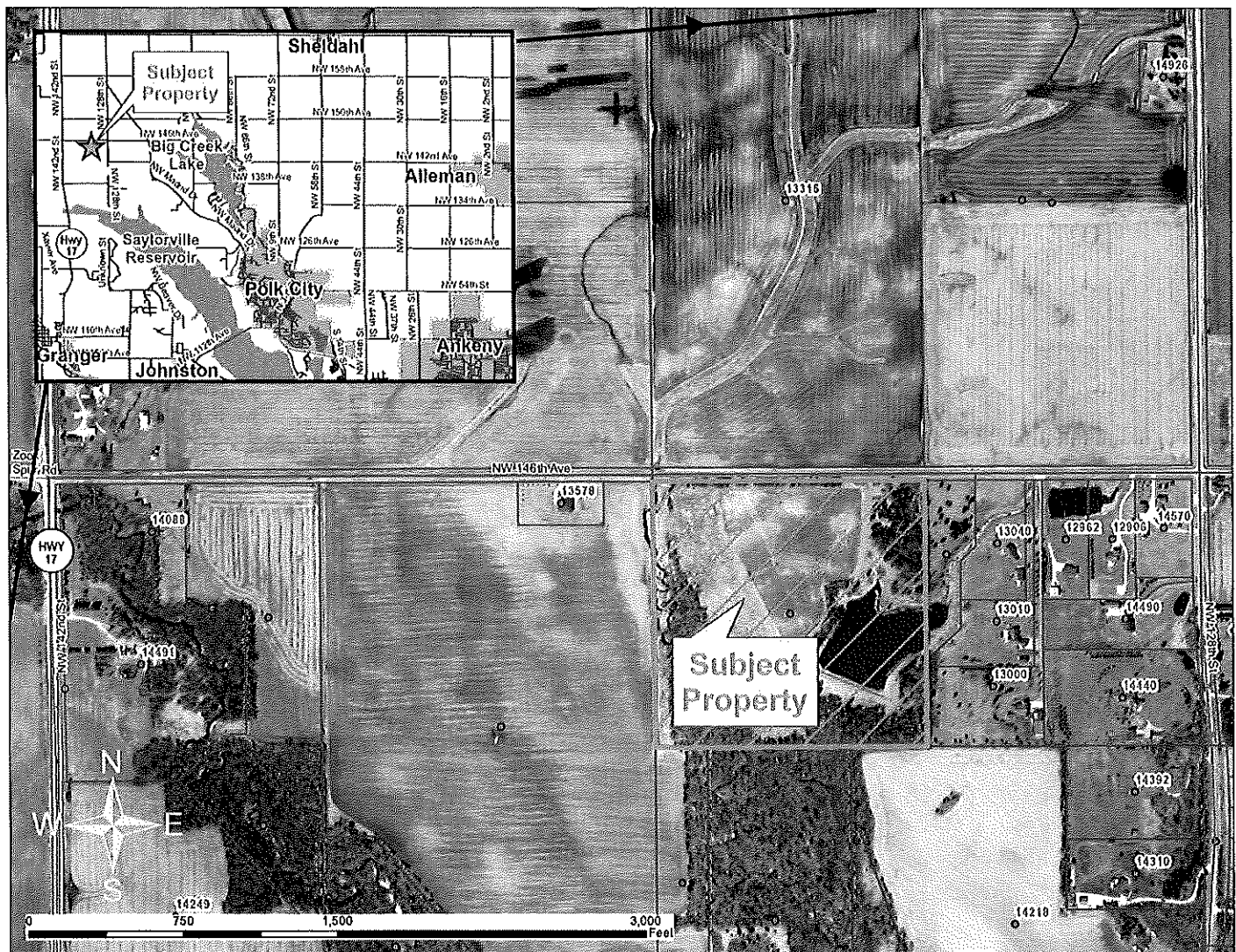
SEWER: Individual Septic Systems

WATER: Xenia Rural Water District

TOWNSHIP: Union

OWNER & DEVELOPER: Oceanview Estates, LLC,
represented by Zach Sherer (owner/developer)

Vicinity Map:



RESOLUTION

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

WHEREAS, Iowa Code Section 125.59 provides that certain funds collected by the State of Iowa, as administered by the Iowa Department of Health and Human Services, be used “for grants to counties operating a substance abuse program involving only education, prevention, referral or post-treatment services, either with the county’s own employees or by contract with a non-profit corporation”; and

WHEREAS, counties receiving such grants shall spend three county dollars for each dollar provided by the state; and

WHEREAS, Polk County, Iowa contracts with Employee and Family Resources to provide substance abuse prevention and education services in schools, workplaces, community agencies and groups, and directly to families and individuals in the community; and

WHEREAS, the Polk County, Iowa FY24/25 Plan and Budget contemplates receipt of the maximum allowed grant of \$10,000.00 from the State for substance abuse prevention and education; and

WHEREAS, the Polk County, Iowa Behavioral Health and Disability Services Department desires to submit an application for the grant for local substance abuse prevention efforts.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the submission of the FY24/25 application for local substance abuse prevention efforts to the Iowa Department of Health and Human Services.

NOW, THEREFORE BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, are authorized to execute any and all documents in furtherance of this Application on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

#28

DocuSigned by:
By: Annie Uetz
99AF934524C4428...
Annie Uetz, Director
Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Application request for \$10,000.00 as grant award.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing Director of Polk County Behavioral Health and Disability Services Department or her designee to sign application, agreement and all reports for the Iowa Department of Health and Human Services, and sub-contract with Employee and Family Resources for local substance abuse prevention efforts.

Agenda Date: April 9th, 2024

Contact Individual: Annie Uetz, Director
Behavioral Health and Disability Services Dept.
286-3580

Previous Action taken by the Board: Polk County, Iowa submitted and received a grant from the Iowa Department of Health and Human Services in FY23/24 and entered into an agreement with Employee and Family Resources (EFR) to provide substance abuse prevention services.

Board/Commission Actions: None

Comply with Policy: Yes.

Background: Section 125.59 of the Iowa Code provides that certain funds collected by the State of Iowa, as administered by the Iowa Department of Health and Human Services, be used for grants to counties operating a substance abuse program involving only education, prevention, referral, or post-treatment services, either with the counties' own employees or by contract with a non-profit corporation. The grants are a maximum of ten thousand dollars to any one county. The county must spend three county dollars for each dollar provided by the State. Polk County has received the maximum ten thousand dollars grant for the past 20 plus years.

Action Impact: Approval of the submission of the application will allow the Polk County Behavioral Health and Disability Services Department to seek funds to assist with substance abuse prevention and treatment efforts within the community.

Fiscal Note:

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
23/24	N	0	\$172,851	\$10,000	N	10443510.52290	N/A

Additional Fiscal Note Information (optional): This level of service is included in Polk County's FY24/25 Strategic Plan and Budget for Substance Abuse. Polk County has budgeted \$172,851 for substance abuse prevention services of which \$30,000 will be used as the required level of match to obtain the maximum grant award amount.

RESOLUTION

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

WHEREAS, FP Consulting, LLC has been in agreement with Polk County, Iowa to provide information and technology support for the delivery of mental health and disability services and reporting; and

WHEREAS, in order to maintain continuity of operations, it is the desire of Polk County, Iowa to amend its Agreement with FP Consulting, LLC to expand its term and continue to provide information and technology support for the delivery of mental health and disability services and reporting by Polk County's Behavioral Health and Disability Services Department; and

WHEREAS, this amended Agreement shall adopt a term of on April 27, 2023 and shall now expire on May 7, 2024.

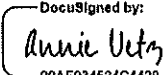
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached amended Agreement with FP Consulting, LLC for information and technology support, and authorizes the Chair of the Polk County Board of Supervisors to sign said amended Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

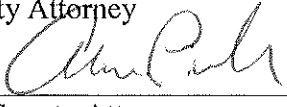
RECOMMENDED FOR APPROVAL:

By:  _____
Annie Uetz, Director
Behavioral Health and Disability Services Department

APPROVED AS TO FORM:

#29

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY23/FY24 - expenditures \$8,232

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving amended Agreement with FP Consulting, LLC.

Agenda Date: April 9, 2024

Contact Individual: Annie Uetz, Director
Behavioral Health and Disability Services Dept.
286-3580

Previous Action taken by the Board: Polk County, Iowa has an Agreement with FP Consulting, LLC that ends April 26, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: FP Consulting, LLC has provided IT support to Polk County Behavioral Health and Disability Services for the management of technology systems critical for the delivery of mental health and disability services and reporting.

Action Impact: This amended Agreement to expand the term from April 26, 2024 to May 7, 2024 will help ensure seamless transition of technology systems.

Fiscal Note:

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
23/24	N	0	\$8,232.00	\$0	N	100444410.84411.429.1100i	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa, by and through the Polk County Health Department, has a Service Agreement with H.S. Medical Billing Services, Inc., d/b/a PractiSynergy, whereby PractiSynergy works to obtain reimbursement for Polk County's charges for clinical procedures and medical services through billing patients and third-party payers; and

WHEREAS, in the course of its medical billing services, PractiSynergy requests that Polk County approve a Molina Healthcare of Iowa, Inc. Services Agreement; and

WHEREAS, Molina Healthcare of Iowa, Inc. wishes to secure the health care services of the Polk County Health Department; and

WHEREAS, Polk County desires to make health care services at the Polk County Health Department available to Molina Healthcare of Iowa, Inc. members; and

WHEREAS, approval of this Molina Healthcare of Iowa, Inc. Services Agreement allows PractiSynergy to seek reimbursement from Molina of the costs of healthcare incurred by the Polk County Health Department for patients qualifying for their coverage.

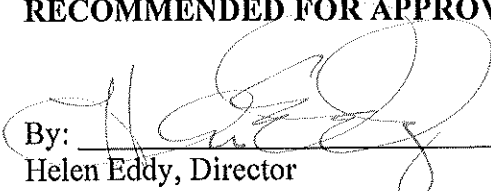
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Molina Healthcare of Iowa, Inc. Service Agreement and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Conolly, Chair
Polk County Board of Supervisors

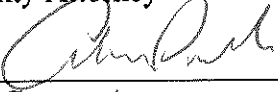
RECOMMENDED FOR APPROVAL:

By: 
Helen Eddy, Director
Polk County Health Department

APPROVED AS TO FORM:

#30

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: PractiSynergy shall reimbursement of the costs of healthcare incurred by the Polk County Health Department for patients qualifying for Molina coverage.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Provider Services Agreement with Molina Healthcare of Iowa, Inc.

Agenda Date: April 9, 2024

Contact Individual: Mandy Penning, Deputy Director
Polk County Health Department
515-286-2005

Previous Action taken by the Board: The Board approved the most recent Amended Agreement with H.S. Medical Billing, d/b/a PractiSynergy, on October 31, 2023.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: H.S. Medical Billing, d/b/a PractiSynergy, has an ongoing Agreement with Polk County, by and through the Polk County Health Department, whereby PractiSynergy works to obtain reimbursement for Polk County's charges for clinical procedures and medical services through billing patients and third-party payers. PractiSynergy requests that Polk County approve a Service Agreement with Molina Healthcare of Iowa, Inc. Molina wishes to secure the health care services of the Polk County Health Department and the Polk County Health Department desires to provide such services.

Action Impact: Approval of this Molina Healthcare of Iowa, Inc. Services Agreement allows PractiSynergy to seek reimbursement from Molina of the costs of healthcare incurred by the Polk County Health Department for patients.

Fiscal Note:

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
23/24	N	0	\$0	TBD	N	TBD	TBD

Additional Fiscal Note Information (optional): Coding and anticipated amounts are unknown at this time.

RESOLUTION

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

WHEREAS, Polk County, Iowa desires to maintain continuity of the Public Health Communications Officer position; and

WHEREAS, Nola Aigner Davis has been identified as an independent contractor with the knowledge and experience to assist the Polk County, Iowa Health Department in these continuity efforts for up to a twelve-month period; and

WHEREAS, Polk County, Iowa and Nola Aigner Davis desire to enter into an Agreement for Professional Services; and

WHEREAS, the term of this Agreement is April 9, 2024 through April 9, 2025, and expenses under this Agreement shall not exceed \$15,000.00.

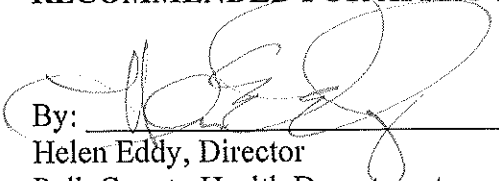
NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement for Services with Nola Aigner Davis for training of the new Public Health Communication Officer and authorizes the Chair of the Polk County Board of Supervisors to sign the Agreement for Professional Services with Nola Aigner Davis on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Helen Eddy, Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: expenditures not to exceed \$15,000.00

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Professional Services with Nola Aigner Davis.

Agenda Date: April 9, 2024

Contact Individual: Mandy Penning, Deputy Director
Polk County Health Department
(515) 286-2005

Previous Action taken by the Board: The Board of Supervisors approved a similar agreement on December 13, 2022.

Board/Commission Actions: None

Comply with Policy: Yes

Background: The Polk County Health Department has hired a new Public Health Communication Officer. Nola Aigner Davis has been identified as an independent contractor with the knowledge and experience to assist the Polk County Health Department in the ongoing training and knowledge for the new Public Health Communication Officer for up to a twelve-month period.

Action Impact: Approval of this Agreement is recommended by the Polk County Health Department to ensure a continuity of services by assisting and training the new Public Health Communication Officer.

Fiscal Note:

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
23/24	N	0	\$7500	\$0	N	10223011.76230	
24/25	N	0	\$7500	\$0	N		

Additional Fiscal Note Information (optional): Not to exceed \$15,000 expenses

RESOLUTION

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

WHEREAS, Polk County, Iowa is committed to the reduction of elevated blood lead levels in children and lead paint hazards found in homes located in Polk County; and

WHEREAS, Polk County, Iowa operates a Lead Remediation Program with funding received from the U.S. Department of Housing and Urban Development ("HUD") to assist in providing lead-safe homes for children in Polk County; and

WHEREAS, through Polk County's Lead Remediation Program, qualified homeowners in Polk County are eligible for lead remediation grants to assist with costs of remediating lead hazards in their homes; and

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 2905 Sheridan Avenue, Des Moines, Iowa 50310; and

WHEREAS, bids were received by 2:00PM on 3/13/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

The B Jr Company LLC	\$18,000.00
FexSteve Limited Company	\$18,650.00
FAB Rehab	\$19,911.00
Richmond Construction	\$25,250.00

WHEREAS, the bids were reviewed and approved by Polk County, Iowa through its Polk County Health Department; and

WHEREAS, the lowest responsive bid was submitted by The B Jr Company LLC; and

WHEREAS, the Polk County Health Department has reviewed the The B Jr Company LLC bid proposal and recommends acceptance for **\$18,000.00**; and

WHEREAS, The B Jr Company LLC, Jesus Zambrano-Corona, Emily Andrews and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the bid for **\$18,000.00** from The B Jr Company LLC, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

#32

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Mandy Penning
Mandy Penning, Deputy Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Chad
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$18,000
FY 23/24 expenses	\$18,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 2905 Sheridan Avenue, Des Moines, Iowa 50310.

Agenda Date: April 9, 2024

Contact Individual: Mandy Penning, Deputy Director – Polk County Health Dept. 286-2005

Previous Action taken by the Board: Board of Supervisors signed the U.S. Department of Housing and Urban Development (HUD) Assistance Award Lead-Based Paint Hazard Control Grant for lead hazard control on October 26, 2021.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: In November 2021, Polk County, Iowa was awarded a \$3,455,000 Lead-Based Paint Hazard Control Grant from the U.S. Department of Housing and Urban Development (HUD) for remediation of housing units in Polk County over a 42-month period.

Jesus Zambrano-Corona & Emily Andrews own a property at **2905 Sheridan Avenue, Des Moines, Iowa 50310**. They have two children under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **March 13, 2024**. The following bids were received:

The B Jr Company LLC	\$18,000.00
FexSteve Limited Company	\$18,650.00
FAB Rehab	\$19,911.00
Richmond Construction	\$25,250.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **The B Jr Company LLC** in the amount of \$18,000.00. **The B Jr Company LLC** is a Certified Lead Abatement Contractor in the State of Iowa.

Action Impact: With this assistance, a unit of lead-safe housing will be created.

Fiscal Note:

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
23/24	N	0	\$18,000	\$18,000	N	10223018.77440.01	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____
that the following Resolution be adopted.

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office operates and maintains the Polk County Firearms Range for firearms training for its sworn personnel; and

WHEREAS, the Polk County Firearms Range has a Meggitt Training Systems Model LE7500 Reclining Gran Trap at its facility and seeks a firm to provide cleaning services to the bullet trap, including the removal of all content within the trap, sorting to remove lead from the rubber pellets, and successfully recycling the lead; and

WHEREAS, Polk County, Iowa acting by and through the Polk County Procurement Office received a proposal from GB Lead Services for cleaning of the Meggitt Training Systems Model LE7500 Reclining Gran Trap in the amount of \$14,550; and

WHEREAS, the Polk County Sheriff's Office recommends selecting GB Lead Services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with GB Lead Services for cleaning services at the Polk County Firearms Range and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

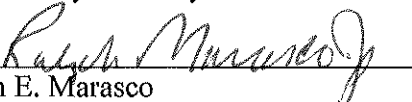
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
10:14 am, Mar 28, 2024

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco
Assistant County Attorney

FISCAL NOTE: \$14,550 expense

#33

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with GB Lead Services for cleaning services at the Polk County Firing Range.

Agenda Date: 04/09/2024

Contact Individual: Frank Marasco, 515-286-3943, frank.marasco@polkcountyiowa.gov

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office operates and maintains the Polk County Firearms Range for firearms training for its sworn personnel. The Polk County Firearms Range has a Meggitt Training Systems Model LE7500 Reclining Gran Trap at its facility and seeks a firm to provide cleaning services to the bullet trap, including the removal of all content within the trap, sorting to remove lead from the rubber pellets, and successfully recycling the lead.

The Polk County Procurement Office received a proposal from GB Lead Services from Green Bay, Wisconsin for cleaning of the Meggitt Training Systems Model LE7500 Reclining Gran Trap in the amount of \$14,550.

Action Impact: The Polk County Sheriff's Office recommends selecting GB Lead Services for cleaning services at the Polk County Firing Range, which includes mobilization, lead disposal and labor to include the work as listed in the Agreement. All work will comply with OSHA 29 CFR 1926.62 Lead Exposure in Construction Standard.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment ? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$14,550	\$0	N	10041062.77190	

RESOLUTION

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

WHEREAS, the Chief Executive Officer of the Behavioral Health and Disability Services Department has reviewed the department operations, and

WHEREAS, critical information technology support is currently provided by FP Consulting, LLC, and

WHEREAS, it is the desire to create a permanent full-time position to provide ongoing information technology support, and

WHEREAS, the Human Resources Department conducted a thorough job analysis of the proposed position, and

WHEREAS, the Human Resources is recommending the following position modification:

- Create one (1) BHDS IT Administrator, Excluded grade 26, range \$107,381-\$141,593.

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

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Jeff Edgar
Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Marasco
Assistant County Attorney

FISCAL NOTE: Estimated costs are covered by state funding.

#34

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Behavioral Health and Disability Services Department

Agenda Date: April 9, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) BHDS IT Administrator, Excluded grade 26, range \$107,381-\$141,593.

Comply with Policy: Yes

Background: The Chief Executive Officer of the Behavioral Health and Disability Services Department has reviewed current operations. Currently, critical information technology support is provided by FP Consulting, LLC. It is the desire to create a permanent full-time position to provide ongoing technology support. The Human Resources Department conducted a thorough job analysis of the proposed position.

Action Impact: Authorizes the County Auditor and Director of Human Resources to take the necessary steps to implement this resolution.

Fiscal Note: The estimated costs are \$23,867 for FY23/24, \$173,133 for FY24/25, and \$184,904 for FY25/26. Costs are covered by state funding.

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
23/24	N	0			N		
24/25	N	0			N		
25/26	N	0			N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Director of Conservation has reviewed the operations of the Leisure Services Division, and

WHEREAS, the Director is requesting to reclassify a Construction Technician position to a supervisory position to provide operational oversight and supervision of permanent part-time, seasonal, and on-call staff at Sleepy Hollow Sports Park, and

WHEREAS, the Director of Conservation is requesting the following position modification:

- Reclassify one (1) Construction Technician position, Excluded grade 17, range \$70,403-\$92,507, to one (1) Sleepy Hollow Operations Team Lead position, Management grade 17, \$70,403-\$92,507.

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

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Jeff Edgar
Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munn
Assistant County Attorney

FISCAL NOTE: There are no costs associated with this action.

#35

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Conservation Department

Agenda Date: April 9, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) Construction Technician position, Excluded grade 17, range \$70,403-92,507, to one (1) Sleepy Hollow Operations Team Lead position, Management grade 17, range \$70,403-\$92,507.

Comply with Policy: Yes

Background: The Director of Conservation has reviewed the operations of the Leisure Services Division and is requesting the reclassification of a Construction Technician to provide supervisory oversight of operations at Sleepy Hollow Sports Park.

Action Impact: Authorizes the County Auditor and Director of Human Resources to take the necessary steps to implement this resolution.

Fiscal Note: There are 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
23/24	Y	0			N		
24/25	Y	0			N		
25/26	Y	0			N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Iowa Code section 331.801(3) allows the Polk County Board of Supervisors to provide professional assistance as required by the county medical examiner; and

WHEREAS, the National Association of Medical Examiners ("NAME"), the accrediting body for medical examiner offices nationally, recommends a maximum number of autopsies performed annually by a forensic pathologist of 250, and prohibits performance of greater than 325 autopsies; and

WHEREAS, the Medical Examiner's Office approximates 500 autopsies will be completed this year and would otherwise send autopsies that are required beyond the recommended maximum contemplated by NAME to the State Medical Examiner at a rate of \$1,900 per autopsy; and

WHEREAS, in order to reestablish and maintain full NAME accreditation, provide capacity for the anticipated number of Polk County autopsies to be performed through the Polk County Medical Examiner's Office, and mitigate costs associated with external referral of the anticipated number of autopsies beyond the maximum recommended by NAME for the Polk County Chief Medical Examiner, the County Administrator recommends the approval of the attached Employment Agreement with Dr. Gregory Schmunk to provide Associate Medical Examiner services as described in the Agreement; and

WHEREAS, it is the desire of the Polk County Board of Supervisors to approve the creation of one (1) contract Associate Medical Examiner position and authorizes the Chairperson to sign the attached Employment Agreement with Dr. Gregory Schmunk, M.D.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the creation of one (1) contract Associate Medical Examiner position, authorizes the Chairperson to sign the attached Employment Agreement with Dr. Gregory Schmunk, M.D., and directs the County Auditor and Director of Human Resources to take the necessary steps to implement this resolution.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Jeffrey Edgar
Jeffrey Edgar, Director
Polk County Human Resources

#36

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Anticipated expense of \$63,446 for FY 23/24; \$334,265 for FY 24/25 and \$335,454 for FY 25/26.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Creation of Associate Medical Examiner Position and Approval of Employment Agreement between Polk County and Dr. Gregory Schmunk, M.D.

Agenda Date: April 9, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) contract Associate Medical Examiner, and authorize the Chairperson to sign the attached Employment Agreement.

Comply with Policy: Yes

Background: The National Association of Medical Examiners (“NAME”), the accrediting body for medical examiner offices nationally, recommends a maximum number of autopsies performed annually by a forensic pathologist of 250, and prohibits performance of greater than 325 autopsies. The Polk County Medical Examiner’s Office approximates 500 autopsies will be completed this year and would otherwise send autopsies beyond the NAME-recommended maximum to the State Medical Examiner at a rate of \$1,900 per autopsy. In order to reestablish and maintain full NAME accreditation, provide capacity for the anticipated number of Polk County autopsies to be performed through the Polk County Medical Examiner’s Office, and mitigate costs associated with external referral of the anticipated number of autopsies beyond the maximum recommended by NAME for the Polk County Chief Medical Examiner, the County Administrator recommends the approval of the attached Employment Agreement with Dr. Gregory Schmunk to provide Associate Medical Examiner services as described in the Agreement.

Action Impact: Authorizes the County Auditor and Director of Human Resources to take the necessary steps to implement this resolution.

Fiscal Note:

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
23/24	Y	1	\$63,446		N		
24/25	Y	0	\$334,265		N		
25/26	Y	0	\$335,454		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Silas Richardson is a federal inmate that was transported from the Muscatine County Jail to the Polk County Jail with another federal inmate by the name of Kelly Mitchell; and

WHEREAS, inmate Mitchell assaulted inmate Richardson while both were being housed in the initial intake area of the Polk County Jail; and

WHEREAS, Mr. Richardson has pending civil rights claims for constitutional rights violations and resulting injuries alleged to have been sustained during the assault August 19, 2019; and

WHEREAS, both parties desire to settle all potential outstanding issues between them on the terms and conditions stated in an agreement to be filed with the County Auditor; and

WHEREAS, Polk County Risk Management is recommending a settlement of \$37,500 : plus \$1,446.67 in mediation costs; and

WHEREAS, it is in the best interest of the public that the claims be resolved without the expense and risk of continued litigation; and

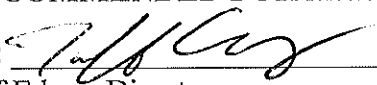
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Silas Richardson, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Jeff Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

#37

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving settlement of civil litigation claim.

Agenda Date: April 9, 2024

Contact Individual: Julie Bussanmas
Assistant County Attorney
286-3314

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Silas Richardson was a federal inmate in the custody of the Polk County Jail after being transported to the facility from the Muscatine County Jail. Mr. Richardson was transported with another federal inmate by the name of Kelly Mitchell. After the initial intake both inmates were housed in the intake area prior to booking. During the time they were in the initial intake area, inmate Kelly Mitchell assaulted Mr. Richardson. Mr. Richardson filed a civil lawsuit against Polk County, Muscatine County and various jail personnel claiming a violation of his civil rights and for physical injuries resulting from the assault. It is in the best interests of Polk County to settle these matters to reduce the risk of a jury verdict at the trial of this matter. Polk County will pay \$37,500.00 for settlement of this claim. Polk County will also pay \$1,446.67 for mediation costs.

Action Impact:

Fiscal Note:

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
23/24						Ask Deb for Code	
24/25			\$38,946.67				
25/26							

RESOLUTION

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

WHEREAS, the public entities shown in Exhibit 'A' own parcels of real estate in Polk County that have past due taxes, and

WHEREAS, the County Treasurer has submitted statements to the appropriate agency for payment as required by 445.63, Code of Iowa, and

WHEREAS, the appropriate agency, the state or a political subdivision of the state, has failed to immediately remit payment, and

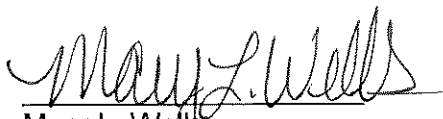
WHEREAS, under the provisions of Iowa Code 445.63, upon the failure of the governing body to immediately remit payment, the Board of Supervisors shall abate all of the taxes.

NOW, THEREFORE BE IT RESOLVED by the Polk County Board of Supervisors that in compliance with 445.63, Code of Iowa, in reference to all parcels listed in the attached exhibit, the Polk County Auditor and Treasurer are directed to abate the total amount due as defined in 445.1(9) and strike them from the county system.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Mary L. Wells
Polk County Treasurer

#38

RESOLUTION

MOVED BY _____ SECOND BY _____

that the following resolution be adopted:

WHEREAS, the City of Des Moines obtained the attached list, Exhibit A, of properties for rehabilitation/development, and;

WHEREAS, there are current and past due ad valorem and weed special assessment taxes on these properties, and;

WHEREAS, the County Treasurer has submitted statements to the City of Des Moines for payment of property taxes due and/or delinquent as required by Iowa Code sections 445.63 and 446.7(2), and

WHEREAS, the city is asking for the abatement of the ad valorem and weed special assessment current and delinquent taxes, late interest, and fees for installments delinquent;

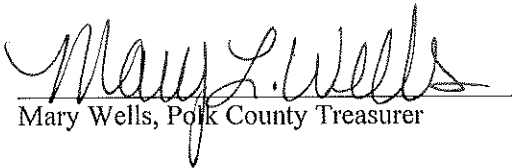
WHEREAS, under the provisions of Iowa Code sections 445.63 and 446.7(2), upon the failure of a political subdivision of the State of Iowa to immediately remit payment, the Board of Supervisors shall abate all of the taxes.

NOW, THEREFORE, BE IT RESOLVED by the Polk County Board of Supervisors that in compliance with Iowa Code sections 445.63 and 446.7(2), the Polk County Treasurer is directed to abate the total amount due for ad valorem and weed special assessment taxes as defined in 445.1(7) and strike the same from the county system for the properties identified in the attached list, Exhibit A.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:



Mary Wells, Polk County Treasurer

#39

RESOLUTION

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

WHEREAS, the Central Iowa Center for Independent Living is a 501(c)(3) non-profit organization that empowers individuals with disabilities to control their lives and participate and integrate in their communities; and

WHEREAS, the Central Iowa Center for Independent Living applied for a Polk County Community Development Grant to assist with the services they are providing to disabled individuals residing in Polk County. The request focuses on fitness and technology equipment, furnishings and a clothing closet; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with the Central Iowa Center for Independent Living to award grant funds to assist with expanding accessibility of activities, programming and their education center. The grant will also provide improvements for their clothing closet and accessibility to a washer and dryer for their members to learn life skills; and

WHEREAS, the grant award will serve the public purpose by supporting the well-being of individuals with disabilities. The Central Iowa Center for Independent Living provides a more inclusive community for their members to live, work and have positive social experiences. The funds will assist with services to connect participants with health, wellness, employment services, life skills and social connection; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for the items related to fitness, technology equipment, furnishings and items to enhance their clothing closet; and

WHEREAS, the grant funds shall be sourced only from available gaming revenue funds and not from tax revenues.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$30,556.00 to the Central Iowa Center for Independent Living and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#40

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kim Pugh
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$30,556.00 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Central Iowa Center for Independent Living, a 501(c)(3) non-profit organization.

Agenda Date: April 9, 2024

Contact Individual: Lisa Moody-Tunks, Grant Administrator
Polk County Board of Supervisors
515-286-2272

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: Central Iowa Center for Independent Living, applied for a Polk County Community Development Grant to assist with the services they are providing to disabled individuals residing in Polk County. The request focuses on fitness and technology equipment, furnishings and a clothing closet.

The Community Development Grant award will serve a public purpose by supporting the well-being of individuals with disabilities. The services that Central Iowa Center for Independent offers provides a more inclusive community for their members to live, work and have positive social experiences. The grant funds will assist with services to connect participants with health, wellness, employment services, life skills and social connection.

Action Impact: The adoption of this resolution will award \$30,556.00 of gaming revenue to Central Iowa Center for Independent Living, and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Community Development Grant Awards are paid exclusively with gaming revenue.

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
23/24	Y	0	\$30,556.00	\$0	N	4010932.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Golf Charitable Foundation of Greater Des Moines is a 501(c)(3) non-profit that runs a community event that greatly impacts the economic vitality and quality of life in central Iowa; and

WHEREAS, the Golf Charitable Foundation of Greater Des Moines has applied for a Polk County Community Development Grant to sponsor the Principal Charity Classic which will be held May 29, 2024 through June 2, 2024 at Wakonda Golf Course located at 3915 Fleur Drive, Des Moines, Polk County, Iowa; and

WHEREAS, the Principal Charity Classic benefits children's charities and has a significant impact in the Polk County community and Central Iowa. The proceeds from the event will be given to Blank Children's Hospital, MercyOne Children's Hospital, United Way of Central Iowa, and Variety the Children's Charity of Iowa. In addition, nearly 100 additional non-profits financially benefit from the Principal Charity Classic through the "Birdies for Charity" program; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with the Golf Charitable Foundation of Greater Des Moines to award grant funds to participate as a sponsor for the 2024 Principal Charity Classic; and

WHEREAS, the Golf Charitable Foundation of Greater Des Moines serves a public purpose as the Principal Charity Classic promotes and raises funds for non-profit organizations that support opportunities and services for children; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for costs related to the Principal Charity Classic; and

WHEREAS, the grant funds shall be sourced only from available gaming revenue funds and not from tax revenues.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Community Development Grant in the amount of \$75,000.00 to Golf Charitable Foundation of Greater Des Moines and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#41

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kim Graham
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$75,000.00 FY23/24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Golf Charitable Foundation of Greater Des Moines a 501(c)(3) non-profit organization.

Agenda Date: April 9, 2024

Contact Individual: Lisa Moody-Tunks, Grant Administrator
Polk County Board of Supervisors
515-286-2272

Previous Action taken by the Board: Community Development Award-April 4, 2023 for \$75,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development initiatives and events that benefit the residents and businesses of Polk County. Polk County, Iowa wishes to continue the support for the Principal Charity Classic. This resolution authorizes the expenditure of \$75,000.00 of gaming revenue to sponsor the 2024 Principal Charity Classic. The proceeds from the event will be given to Blank Children's Hospital, MercyOne Children's Hospital, United Way of Central Iowa and Variety the Children's Charity of Iowa. This event serves a public purpose by providing sponsorship to an event that raises awareness and funds that support opportunities and services for children.

Action Impact: The award of a Community Development Grant of \$75,000.00 to the Golf Charitable Foundation of Greater Des Moines and approval of the Agreement will support the Principal Charity Classic. Polk County's support will be highlighted through busing services for VIP and disabled persons, advertisements in materials and on the event course, and the designation of a Polk County Day during the event.

Fiscal Note: Community Development Grant Awards are paid exclusively with gaming revenue.

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
23/24	Y	0	\$75,000.00	\$0	N	4010932.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____
that the following Resolution be adopted:

SECONDED by _____

WHEREAS, RealClear Settlement mistakenly submitted a warranty deed to the Polk County Recorder and paid a transfer tax that should have been submitted to Dallas County; and,

WHEREAS, the Iowa Department of Revenue has reimbursed RealClear Settlement for its portion of the tax paid; and,

WHEREAS, the requested refund amount from Polk County is \$173.19.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the refund of \$173.19 to RealClear Settlement and the Auditor is directed to take all steps necessary to process the refund.

Approved this _____ day of _____, 2024

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY23/24

#42

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution refunding overpayment of transfer tax to RealClear Settlement.

Agenda Date: April 9, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve refund of overpayment of transfer tax.

Comply with Policy: Yes

Background: RealClear Settlement submitted a warranty deed and paid a transfer tax in Polk County when it should have been submitted in Dallas County. The Iowa Department of Revenue has reimbursed RealClear Settlement for its portion of the tax. The Polk County Recorder is requesting that the Board of Supervisors approve a refund of \$173.19.

Action Impact: Issue refund of \$173.19.

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
24/25	N					

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa continually aspires to improve quality of life for all residents; and,

WHEREAS, mutually-beneficial partnerships with public institutions advance Polk County's community goals; and,

WHEREAS, the Iowa Initiative for Sustainable Communities is a University of Iowa program built around community-based projects; and,

WHEREAS, the University of Iowa has previously partnered with Polk County and Des Moines Water Works on CIVIC Bottled Water Study in 2022-2023; and,

WHEREAS, Polk County seeks a facilitator to coordinate and lead community group discussions among leaders of immigrant and refugee communities who reside in the county to test perceptions and messaging around tap water

WHEREAS, qualified University of Iowa researchers have developed a statement of work that has been reviewed and approved by Polk County staff;

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes a formal partnership with the University of Iowa's Iowa Initiative for Sustainable Communities program and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: 
Assistant County Attorney

FISCAL NOTE: FY23/24 - \$38,195.72

#43

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with the University of Iowa.

Agenda Date: April 9, 2024

Contact Individual: Sarah Boese
515-286-3895

Previous Action taken by the Board: None

Board/Commission Actions: None

Comply with Policy: Yes

Background: The Polk County Board of Supervisors authorized the use of American Rescue Plan Act funds to conduct a scientific review of pollutants in the Des Moines and Raccoon Rivers. Part of this work will include outreach to immigrant and refugee communities who are subjected to predatory marketing by bottled water companies. The University of Iowa Iowa Initiative on Sustainable Communities will provide consultation on the project.

Action Impact: Approve professional services agreement.

Fiscal Note:

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
22/23	Y				N		
23/24			\$38,195.72			10109037.87553.02	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa, owns the Iowa Events Center which includes multiple venues under a single geographic footprint; and,

WHEREAS, these venues host approximately 470 events per year with attendance over 1.1 million that includes local, regional, and nationally recognized events and visitors; and,

WHEREAS, the Iowa Events Center's security practices require manual examination of visitors and guests for potential threats, which is challenging to ensure that visitors are routed correctly to entry points that are manned by security personnel to receive the proper screening prior to entry; and,

WHEREAS, this project will supplement current security measures to provide additional security and protections for the thousands of visitors that attend events at these facilities through the procurement, installation, training and maintenance of gated scanning equipment; and,

WHEREAS, these systems will allow a safer process for ingress and egress to facilities and a less invasive but more effective method to provide security to Polk County, Iowa residents and visitors; and,

WHEREAS, Polk County Emergency Management has secured grant funding through the Homeland Security Grant Program that will reimburse Polk County for the cost of this equipment in its entirety.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with CEIA, USA for \$373,470 in Services/Goods, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#44

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval of grant agreement to be reimbursed for enhanced security measures at the Iowa Events Center.

Agenda Date: April 9, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approve agreement

Comply with Policy: Yes

Background: Polk County Emergency Management was the applicant for the Iowa Events Center on a grant from the Iowa Homeland Security Grant Program to improve security measures at all facilities within the Iowa Events Center. Polk County, Iowa will purchase the equipment and be reimbursed by the Iowa Homeland Security Grant Program.

Action Impact: Approve agreement.

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
23/24	N	\$373,400	\$373,400			
24/25						

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 Polk County hereby appoints the individual named below, effective upon passage of this Resolution, to the board specified and the indicated term.

Organization

Term Expires

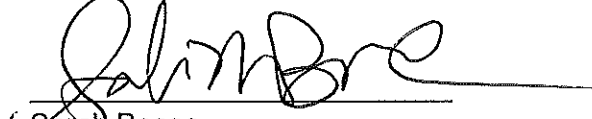
Granger Library Board of Trustees
Kelli Anliker

6/30/2025

POLK COUNTY

Angela Connolly, Chair

SUBMITTED BY:



Sarah Boese
Deputy County Administrator

FY23/24 #
Fiscal Impact: None

#45

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 9, 2024

Contact Individual: Sarah Boese
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
23/24						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors desires to review applications from local agencies and organizations to provide funding for various community initiatives and events through the Polk County Community Sponsorship program; and

WHEREAS, Polk County, Iowa has identified funds for the Community Sponsorship program in the FY23/24 Prairie Meadows Gaming Revenue plan; and

WHEREAS, requests for support of community initiatives and events that promote economic development, health, education, and culture have been received from all of the agencies listed on the attached Community Sponsorship Award List; and

WHEREAS, all of the selected community initiatives and events on the attached Community Sponsorship Award List serve a unique public purpose to Polk County, Iowa and by accepting this award the organization receiving the sponsorship agrees to comply with all Polk County reporting requirements; and

WHEREAS, the awarded funds shall only be used for the stated public purpose within the organization's Community Sponsorship Award Application; and

WHEREAS, the awarded funds shall be sourced only from available gaming revenue funds and shall not be sourced from tax revenues.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$28,000.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Lisa Moody-Tunks
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$28,000.00 total in funds allocated for the attached Community Sponsorship Award List.

#46

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: April 9, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved March 26, 2024 for \$46,500.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development, health, education, and cultural initiatives and events that benefit the residents and businesses of the Polk County, Iowa community. To support the commitment for funding initiatives and events, Polk County, Iowa operates the Polk County Community Sponsorship program. Local organizations may apply for Polk County sponsorship to assist in the funding of events and initiatives that serve a public purpose for the residents of Polk County. Approval of this resolution shall authorize the expenditure of \$28,000.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$28,000.00 in Community Sponsorships in the individual amounts as identified on the attached Community Sponsorship Award List.

Fiscal Note: Community Sponsorship Awards are paid exclusively with gaming revenue.

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$28,000.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

Sponsorship Awards

April 9, 2024

Best Buddies International, Inc.	\$4,000.00
City of West Des Moines Parks and Recreation	\$5,000.00
Ellipsis Inc.	\$3,500.00
Greater Des Moines Habitat for Humanity	\$2,500.00
Historic Valley Junction Foundation	\$4,000.00
Kirkendall Public Library Foundation d/b/a Friends of the Ankeny Library	\$1,000.00
Kiwanis Miracle League of Des Moines	\$2,500.00
Parks Area Foundation	\$2,000.00
Thompson Family Foundation	\$2,500.00
Willowbrook Elementary PTA	\$1,000.00

TOTAL \$28,000.00

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 23-24 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 the agencies listed on the attached Community Betterment Grant Award List. All organizations listed serve a unique public purpose to Polk County residents; and,

WHEREAS, the grant funds shall only be used for the stated public purpose within the organization's Community Betterment Grant application. The nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

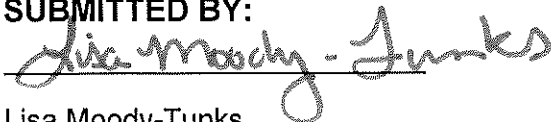
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$151,500.00 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

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: April 9, 2024

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

Previous Action taken by the Board: Community Betterment Grant Award-March 26, 2024 for \$85,103,00.00.

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of the attached-Community Betterment Grant Award List.

Comply with Policy:

Background: Polk County has funding for Community Betterment projects in the FY23-24 Prairie Meadows Revenue Gaming Plan. Community Betterment Grant applications have been submitted by agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

Action Impact: Passing of this resolution will award \$151,500.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

Fiscal Note: Community Betterment Grant Awards are paid exclusively with gaming revenue.

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$151,500.00		N	40109033.79410	

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
April 9, 2024

Ankeny Area Chamber of Commerce	\$11,500.00
Ankeny Community Foundation fiscal agent for	
Ankeny City Band d/b/a Ankeny Community Band	\$3,000.00
Ankeny Community School District	\$2,500.00
Can Do Cancer	\$5,000.00
Capital City Pride	\$10,000.00
Caring Hands Outreach Center	\$10,000.00
City of West Des Moines Parks and Recreation	\$10,000.00
Community Foundation of Greater Des Moines fiscal	
agent for Capital Crossroads	\$5,000.00
Community Foundation of Greater Des Moines fiscal	
agent for Endow Urbandale	\$4,500.00
Des Moines Area Community College (DMACC)	
Foundation	\$8,000.00
Des Moines Public Schools (FOCUS Program)	\$10,000.00
Drake Neighborhood Association	\$3,500.00
East High Alumni Foundation	\$10,000.00
Goodrell School Foundation	\$15,000.00
KaleidoHope Learning and Resource Center	\$5,500.00
Kirkendall Public Library Foundation d/b/a Friends of	
the Ankeny Library	\$5,000.00
Parks Area Foundation	\$10,000.00
Pleasant Hill Chamber of Commerce	\$3,000.00
Southeast Polk Education Foundation	\$5,000.00
SWERVE Outreach	\$10,000.00
Thompson Family Foundation	\$5,000.00
TOTAL	\$151,500.00

POLK COUNTY TREASURER SEMI-ANNUAL REPORT January 1 - June 30, 2023

FUND	TREASURER'S/ AUDITOR'S BALANCE 01/01/23	RECEIPTS	DISBURSEMENTS	TREASURER'S/ AUDITOR'S BALANCE 06/30/23	FUND
001 GENERAL BASIC	44,103,780.64	208,301,158.53	113,629,284.39	138,775,654.78	001
002 GENERAL SUPPLEMENTAL	109,363,654.85	38,867,954.00	69,884,835.81	78,346,773.04	002
003 GENERAL SELF-INSURANCE RESERVE	(2,971,784.83)	6,840,484.99	3,595,765.80	272,934.36	003
004 COMMUNITY BETTERMENT	(3,864,601.37)	8,618,328.01	4,753,726.64	-	004
005 ECONOMIC DEVELOPMENT	(13,784,415.48)	22,546,858.67	1,803,549.86	6,958,893.33	005
006 CONSERVATION SPECIAL	222,098.40	459,792.26	180,526.85	511,363.81	006
007 GIMS/POLK COUNTY	644,731.51	-	6,738.08	637,993.43	007
010 MH/MR/DD SERVICES	5,454,705.49	6,121,509.92	11,576,831.88	383.53	010
011 RURAL SERVICES BASIC	7,648,884.56	4,982,672.99	10,561,257.82	2,050,299.73	011
012 RURAL SERVICES SUPPLEMENTAL	1,550,223.99	757,879.91	939,290.25	1,368,813.65	012
013 FORFEITED PROPERTY-SHERIFF/STATE	197,265.31	12,427.90	2,500.00	207,193.21	013
014 FORFEITED PROPERTY-SHERIFF/FEDERAL	439,225.12	21,154.89	58,783.00	401,597.01	014
015 FORFEITED PROPERTY-CO. ATTORNEY	194,285.77	27,977.43	63,073.80	159,189.40	015
018 CO ATTORNEY COLLECTION INCENTIVE	631,426.98	144,642.06	331,778.79	444,290.25	018
020 SECONDARY ROAD	(4,198,881.16)	12,790,663.45	7,479,275.79	1,112,506.50	020
021 CO RECORDER RECORDS MGMT.	368,168.51	38,183.05	68,108.00	338,243.56	021
024 TOWNSHIP FIRE PROTECTION	8,042.15	532,975.56	537,149.61	3,868.10	024
026 REAP	341,130.74	54,388.59	72,025.60	323,493.73	026
028 CONTINGENCY RESERVE FUND	12,261,753.00	6,277,117.00	-	18,538,870.00	028
030 AUTOMATED TRAFFIC ENFORCEMENT	1,253.43	506.96	1,760.39	-	030
031 MITIGATION BANK - CONSERVATION	420,613.84	3,750.00	3,750.00	420,613.84	031
032 AMERICAN RESCUE PLAN ACT	49,362,585.73	54,449.51	49,417,035.24	-	032
033 TAX INCREMENT FINANCING	943,262.24	1,032,074.75	1,798,209.82	177,127.17	033
034 DRAINAGE/WATER DISTRICTS	249,490.32	8,636.01	1,200.00	256,926.33	034
035 OPIOID ABATEMENT	3,709,835.41	197,596.57	-	3,907,431.98	035
046 DEBT SERVICE	12,381,544.39	14,489,010.85	26,411,022.64	459,532.60	046
051 CONSERVATION WATER & LAND IMPROVE	21,002,378.42	2,857,791.18	6,399,292.22	17,460,877.38	051
052 JUSTICE CENTER ANNEX CAPITAL PROJ.	1,625,474.81	-	-	1,625,474.81	052
055 CAPITAL IMPROVEMENTS PROJECTS	(3,319,671.93)	9,280,078.22	4,864,518.69	1,095,887.60	055
280 GROUP HOMES	-	2,545,099.13	1,239,154.19	1,305,944.94	280
281 AIR QUALITY	136,268.34	949,882.81	728,290.70	357,860.45	281
284 SANITARY TREATMENT WORKS	11,036,085.16	8,903,413.07	7,413,580.13	12,525,918.10	284
285 PRAIRIE MEADOWS	16,965,229.02	20,155,779.74	22,316,405.02	14,804,603.74	285
286 JESTER PARK GOLF COURSE	25,321.55	578,687.99	603,061.40	948.14	286
287 HAMILTON URBAN DRAIN DISTRICT	433,166.61	75,737.05	40,862.32	468,041.34	287
288 EMPLOYEE INSURANCE	14,351,342.82	16,561,934.50	16,318,991.75	14,596,285.57	288
291 RISK MGMT INTERNAL SERVICE	5,000,000.00	-	-	5,000,000.00	291
295 IOWA EVENT CENTER	6,771,728.44	16,846,606.98	15,219,878.19	8,398,457.23	295
297 URBAN SEWER	885,460.65	151,243.11	357,500.00	679,203.76	297
299 IOWA TAX AND TAGS	245,008.83	549,501.31	290,089.14	504,421.00	299
300 TRUST & AGENCY - TREASURER	22,360,067.26	959,783,714.94	960,881,967.24	21,261,814.96	300
301 TRUST & AGENCY - TRUST FUNDS HELD	80,930.45	50,206.01	24,314.74	106,821.72	301
305 COUNTY ASSESSOR EXPENSE	2,569,352.95	3,493,747.59	3,623,416.46	2,439,684.08	305
344 RECORDER'S E-COMMERCE CLEARING	36.69	32,267.14	32,303.83	-	344
345 RECORDER'S REVOLVING	531,563.02	4,469,695.96	4,409,023.42	592,135.56	345
346 E911 SERVICE	4,699,158.06	1,886,078.17	1,074,680.37	5,310,545.86	346
351 EMERGENCY MANAGEMENT	(98,443.64)	956,616.11	355,890.88	502,281.59	351
356 DEFERRED COMPENSATION	-	298.56	298.56	-	356
363 SEIZED FUNDS - UNFORFEITED	548,497.00	85,590.68	157,947.68	476,140.00	363
364 MINE TASK FORCE	399,303.59	332,667.53	367,391.81	364,579.31	364
365 IOWA WORKFORCE DEVELOPMENT	(2,000.00)	2,000.00	-	0.00	365
TOTALS	331,924,637.64	1,383,520,731.64	1,349,893,348.80	365,551,920.48	

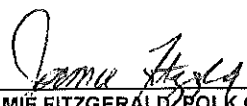
3/11/2024

I, MARY L. WELLS, TREASURER OF POLK COUNTY, IOWA, DO HEREBY CERTIFY THAT THE REPORT GIVEN HEREIN IS A CORRECT SUMMARY OF THE BUSINESS TRANSACTED BY ME AS SAID TREASURER DURING THE PERIOD THEREIN SPECIFIED.


MARY L. WELLS, POLK COUNTY TREASURER
DES MOINES, IOWA

3/25/2024

I, JAMIE FITZGERALD, AUDITOR OF POLK COUNTY, IOWA, DO HEREBY CERTIFY THAT THIS REPORT CORRECTLY SHOWS, BY THE ACCOUNTS IN MY OFFICE, THE CONDITION OF THE FUNDS IN THE HANDS OF MARY L. WELLS, TREASURER OF SAID COUNTY, AT THE CLOSE OF BUSINESS ON JUNE 30, 2023.


JAMIE FITZGERALD, POLK COUNTY AUDITOR
DES MOINES, IOWA

3/29/2024

WE, THE BOARD OF SUPERVISORS OF POLK COUNTY, IOWA, DO HEREBY CERTIFY THAT THE FOREGOING STATEMENT CORRECTLY SHOWS THE ASSETS IN THE HANDS OF MARY L. WELLS, TREASURER OF SAID COUNTY, AS OF JUNE, 2023.

#418



Veteran Affairs

Polk County River Place 2309
Euclid Avenue
Des Moines, Iowa 50310
Ph. 515.286.3670
Fax 515.286.2106
www.polkcountyiowa.gov

Date: April 1, 2024

To: Angela Connolly, Chairperson
Polk County Board of Supervisors

From: Pat Sweeney, Executive Director *PS*
Polk County Veterans Affairs

Re: Third Quarter Report FY 23/24

See attached copy of the Polk County Activity Report for Veteran Affairs for the Third Quarter.

PS:mls

cc: Marty Smith, Chairperson, Veteran Affairs
Commission
John Norris, Board of Supervisors

#49

*****Clients served is total of phone calls and contacts



2024 MMP Short Form for Annual Update

Facility

BRAD MOECKLY # 63137
4171 Northeast 118th Avenue
Elkhart, IA 50073

Date Due: 04/01/2024

Date Received: 03/26/2024

Date Approved: 03/28/2024

Owner

Brad Moeckly

Prior to making changes in manure management practices, update the on-site copy to show actual changes. Please select changes below and include all changes in your current, on-site MMP.

☐ I have made no changes to my MMP☐ I have added acres☒ Change Crop Rotation or Optimum Yields☐ Changed Application Method☒ Used manure analysis☐ I am electing to be a small animal feeding operation (SAFO) or facility capacity has changed☐ I have made other changes to my MMP Describe :

County Notifications

The following counties have been notified:

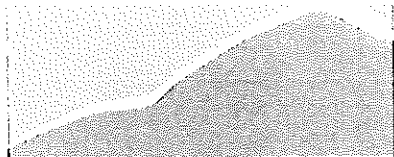
Polk

Animal Unit Capacity / Payment Summary

Animal Type	Head	AUC	Amount (AUC * 0.15)
Swine Grow to Finish	2400	960.00	\$144.00
Total	2400	960.00	\$144.00

I, Brian Ritland, attest that the information indicated above is accurate and complete.

#50



pleasant hill

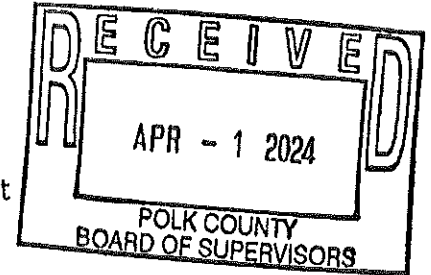
5160 Maple Drive • Suite A
Pleasant Hill, IA 50327-8440
Phone: (515) 262-9368
Fax: (515) 262-9570
www.pleasanthillia.org

DATE: March 27th, 2024

TO: Board of Supervisors, Polk County
Superintendent, Southeast Polk Community School District
Superintendent, Des Moines Independent Community School District

FROM: City Council
City of Pleasant Hill, Iowa

RE: Pleasant Hill Urban Renewal Area Amendment



The City of Pleasant Hill is in the process of amending the urban renewal plan for the Pleasant Hill Urban Renewal Area, and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for Wednesday April 3, 2024, at 10:00 a.m. at City Hall in Pleasant Hill. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City will also hold a public hearing on this urban renewal plan amendment at 6:00 p.m. on April 23, 2024, and a copy of the notice of hearing is enclosed for your information.

Please call our City Manager at 515-309-9460 if you have questions.

Enclosure

Mayor	City Manager	Assistant City Manager	City Clerk Finance Director	Public Works Director	Police Chief	Fire Chief	Library Director
515.262.9368	515.309.9460	515.309.9464	515.262.9368	515.309.9465	515.309.9420	515.309.9415	515.266.7815

#51



DATE: 03/19/24

TO: Board of Supervisors, Polk County
Superintendent, Des Moines Independent Community School District
Superintendent, West Des Moines Community School District

FROM: City Council
City of Windsor Heights, Iowa

RE: Windsor Heights Consolidated Urban Renewal Area Amendment

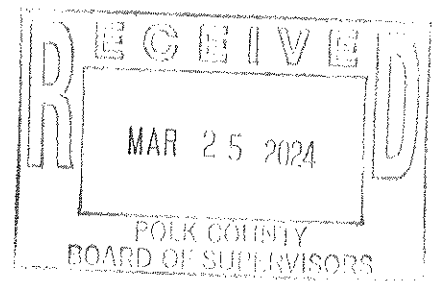
The City of Windsor Heights is in the process of expanding its Windsor Heights Consolidated Urban Renewal Area, and amending the urban renewal plan for the area and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for March 26th, 2024, at 1:00 p.m. at the 1145 66th St. City Hall in Windsor Heights. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City Council will also hold a public hearing on this urban renewal plan amendment at 06:00 p.m. on April 15, 2024, and a copy of the notice of hearing is enclosed for your information.

Please call our City Administrator at (515) 279-3662 if you have questions.

Enclosure



#52