

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
April 8, 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 Lists as submitted by the County Auditor.

5. **PLEDGE OF ALLEGIANCE**

- PROCLAMATION**
6. FAIR HOUSING MONTH – April 2025

- PUBLIC HEARING**
- DISPOSAL OF COUNTY INTEREST IN REAL ESTATE
- *7. Resolution approving Quit Claim Deed of vacant parcel (1248 E. 21st Street) to David A. Hoffman.
[Item 7 Attachment](#)

- PUBLIC HEARING**
- DISPOSAL OF COUNTY INTEREST IN REAL ESTATE
- *8. Resolution approving Quit Claim Deed of vacant parcel (2552 Onawa Street) to R.M. Madden Construction, Inc.
[Item 8 Attachment](#)

- PUBLIC HEARING**
- DISPOSAL OF COUNTY INTEREST IN REAL ESTATE
- *9. Resolution approving Quit Claim Deed of vacant parcel 141 SE 33rd Street)) to Anthony Wharton.
[Item 9 Attachment](#)

- PUBLIC HEARING**
- ELECTRICAL EASEMENT CONVEYANCE TO MIDAMERICAN ENERGY
- *10. Resolution approving a permanent Electrical Easement to MidAmerican Energy Company on land known as the Fourmile Creek Greenway.
[Item 10 Attachment](#)

11. **PUBLIC COMMENTS**

PERMITS

12. Renewal application for Class “C” Retail Alcohol License for D L’S Sports Bar & Grill LCC (Stan’s Pt 2) located at 4275 Northwest 2nd Street.

RESOLUTIONS

- *13. Resolution ordering destruction of noxious weeds and other offensive growth and authorizing Auditor’s Office to publish notice.
- *14. Resolution approving Agreement with Jesse Reiter for water connection to the Avon Lake water project (to serve property at 5596 SE Robbie Rd, Carlisle).
[Item 14 Attachment](#)
- *15. Resolution approving Amendment 2 to Professional Services Agreement with Heartland Co-Op.
[Item 15 Attachment](#)
- *16. Resolution approving Professional Services Agreement with WHKS & Co. (for design services for the Bridge Replacement on NE 162nd Avenue over Indian Creek).
[Item 16 Attachment](#)
- *17. Resolution accepting bid of \$567,224.80 from InRoads, LLC for HMA Resurfacing on SE 6th Avenue (from SE Garrett Dr. to SE Camp Dr.) and to authorize transfer of \$113,444.96 from the Secondary Roads budget to the Farm-to-Market Fund.
[Item 17 Attachment](#)
- *18. Resolution accepting bid of \$50,002 from TK Concrete, Inc. for 2025-26 Local PCC Patches.
[Item 18 Attachment](#)
- *19. Resolution approving Weatherization contract with State of Iowa.
[Item 19 Attachment](#)
- *20. Resolution accepting bid of \$461,276.75 from Quality Striping, Inc. for 2025-26 Local Pavement Marking Program.
[Item 20 Attachment](#)
- *21. Resolution approving Outreach Coordinator Funding Contract with Iowa Department of Natural Resources (DNR).
[Item 21 Attachment](#)

- *22. Resolution authorizing Lutheran Services in Iowa use of the 1907 Carpenter Avenue parking lot for the Farmers Market.

[Item 22 Attachment](#)

- *23. Resolution approving Contract with Dvorak Auction Service for public auctions throughout calendar year 2025 to dispose of surplus county vehicles.

[Item 23 Attachment](#)

24. Resolution approving Mental Health/Intellectual Disability/Developmental Disability (MH/ID/DD) service approvals and authorizing expenditures from the Mental Health and Disability Services Region Fund.

- *25. Resolution approving Contract with Fab Rehab to address lead hazard repairs at 4701 SE 5th Street (J. Felice)

[Item 25 Attachment](#)

- *26. Resolution approving Contract Richmond Construction to address lead hazard repairs at 3900 13th Street (Lwin Md).

[Item 26 Attachment](#)

- *27. Resolution approving Contract with FexSteve Limited to address lead hazard repairs at 1619 Forest Avenue (Lwin Md).

[Item 27 Attachment](#)

28. Resolution updating Position Review Policy.

29. Resolution authorizing position modification with the Board of Supervisors Office.

30. Resolution approving April 8, 2025 manufactured home abatement.

- *31. Resolution approving settlement of a workers' compensation claim.

[Item 31 Attachment](#)

- *32. Resolution approving Agreement with Doll Distributing for advertising and sponsorship at the Iowa Events Center.

[Item 32 Attachment](#)

- *33. Resolution approving Professional Services Agreement with Terracon for a phase I environmental site assessment of the Polk County-owned parking lot at the corner of 5th Avenue and Cherry Street.

[Item 33 Attachment](#)

- *34. Resolution approving Professional Services Agreement with Elliot Anderson.

[Item 34 Attachment](#)

- *35. Resolution approving Professional Services Agreement with PolicyWorks.

[Item 35 Attachment](#)

- *36. Resolution approving Agreement with SME for Communication Support Services for the Central Iowa Source Water Research Assessment Initiative (CISWRA).

[Item 36 Attachment](#)

37. Resolution approving Emergency Rental Assistance 2 expenditures to Urban Dreams for the development of affordable housing.

- *38. Resolution approving Community Development Grant for Golf Charitable Foundation of Greater Des Moines.

[Item 38 Attachment](#)

- *39. Resolution approving Community Development Grant for Capital City Pride Des Moines.

[Item 39 Attachment](#)

40. Resolution approving Community Betterment Grant Awards.

41. Resolution approving Community Sponsorship Awards.

42. Resolution approving funding to the Italian American Cultural Center.

43. Resolution approving individuals to various boards and commissions.

COMMUNICATIONS

- *44. Polk County Veterans Affairs Third Quarter Report FY 24/25.

[Item 44 Attachment](#)

- *45. Manure Management Plan Update from Brad Moeckly.

[Item 45 Attachment](#)

- *46. City of Des Moines Zoning Board of Adjustment Notice of Public Hearings on appeals on March 26, 2025.

[Item 46 Attachment](#)

- *47. City Development Board Notice of Meeting in the matter of City of Altoona voluntary annexation including non-consenting owners within the urbanized area of the cities of Bondurant, Ankeny and Des Moines.

[Item 47 Attachment](#)

- *48. City of Des Moines Notice of Consultation meeting on Urban Renewal Plan Amendments and proposed Plan – City of Des Moines.

[Item 48 Attachment](#)

BUDGET ACTIONS

49. Memorandum of Budget Actions.

APPOINTMENTS

50. Memorandum of Appointments.

51.

BOARD MEMBER COMMENTS

CLOSED SESSION

52. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, pursuant to Iowa Code section 21.5(c).

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 and attachments, visit our website below. Please note that size constraints may prevent some attachments from being posted on our website.*

<https://www.polkcountyiowa.gov/county-auditor/administration/>

Live stream the Board of Supervisors meeting at:

<https://www.youtube.com/live/VsmKxZxRRTM>



Board of Supervisors PROCLAMATION

Whereas, April 11, 2025, marks the 57th anniversary of the passage of the Fair Housing Act in 1968, which prohibits discrimination in the sale, rental and financing of housing nationwide on the basis of (as amended) race, color, religion, national origin, sex, disability and family status, and

Whereas, The Iowa Civil Rights Act additionally prohibits housing discrimination on the basis of race, color, creed, sex, sexual orientation, gender identity, religion, national origin, 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, 2025 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 public and private entities intended to provide or advocate for equal housing opportunities for all residents and prospective residents of Polk County.

Signed this 8th day of April, 2025, in Des Moines, Iowa.

Matt McCoy, Chair
POLK COUNTY BOARD OF SUPERVISORS

#6

2002-3563

RESOLUTION

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

WHEREAS, Polk County received a proposal from David A. Hoffman to obtain this vacant parcel located at 1248 E. 21 Street, Des Moines, Iowa, legally described as:

-EX TRI PC BNG N 52F ON W LN & W 68F ON N LN- LOTS 29 & 30 HASKELLS
ADDITION TO GLENWOOD PLACE, for \$9,500.00; and

WHEREAS, Polk County, Iowa desires to accept said offer and convey said property to David A. Hoffman; and

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

WHEREAS, this sale complies with Polk County's Disposition of County Owned Properties Policy.

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

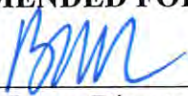
BE IT FURTHER RESOLVED Polk County, Iowa approves the attached Quit Claim Deed and authorizes the Chair of the Polk County Board of Supervisors to sign said Quit Claim Deed on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

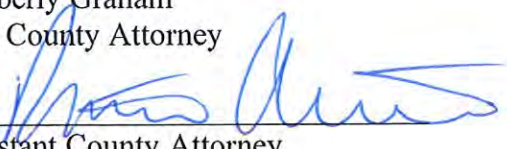
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$9,500.00 to Real Estate Fund.

#7

2002-3563

Preparer Information: Rachelle Martin, 5885 NE 14th Street, Des Moines, Iowa 50313 515-286-3303
Return to: Rachelle Martin, 5885 NE 14th Street, Des Moines, Iowa 50313 515-286-3303
Address Tax Statement: David A. Hoffman, 1244 E. 21 Street, Des Moines, Iowa 50317-2508

QUIT CLAIM DEED

For good and valuable consideration given, Polk County, Iowa does hereby quit claim to **David A. Hoffman**, all its right, title, interest, estate, claim and demand in the following described real estate, located in Polk County, Iowa:

-EX TRI PC BNG N 52F ON W LN & W 68F ON N LN- LOTS 29 & 30 HASKELLS
ADDITION TO GLENWOOD PLACE

(Locally known as District/Parcel 60/06154-000-000)

This deed is exempt from taxation of real estate transfers pursuant to Sections 428A.1 and 428A.2(6), Code of Iowa.

Polk County, Iowa, Grantor

Matt McCoy, Chair
Polk County Board of Supervisors

STATE OF IOWA COUNTY OF POLK

On this day 8TH of APRIL, 2025 before me, ERIKA BARTLETT, a Notary Public in and for Polk County, Iowa, personally appeared MATT MCCOY, to me personally known, who being by me duly sworn did say that said person is the Chair of the Board of Supervisors of Polk County, Iowa, and that the seal affixed to said instrument is the seal of said Polk County, Iowa, and that said instrument was signed and sealed in behalf of said Polk County, Iowa, by authority of its Board of Supervisors and said MATT MCCOY acknowledged the execution of said instrument to be the voluntary act and deed of said Polk County, Iowa, by it voluntarily executed.

Notary Public in and for Polk County, Iowa

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 53-25 approving a Quit Claim Deed to David A. Hoffman, File #2002-3563 (Dist. 60 Parcel 06154-000-000) vacant parcel located at 1248 E. 21 Street, Des Moines, Iowa.

Agenda Date: April 8, 2025

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 25, 2025 the Board approved a resolution for a public hearing to convey this parcel to David A. Hoffman.

Board/Commission Actions: NA

Comply with Policy: Yes.

Background: Polk County received a proposal from David A. Hoffman for a total of \$9,500.00 to purchase this parcel. Polk County received this parcel by Tax Deed in October of 2024. Property size is .179 acres. Parcel is buildable.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to David A. Hoffman.

Fiscal Note: \$9,500.00 to Real Estate Fund.

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		N	\$9,500	N		10266300.58630
24/25	Y		N	0			

Additional Fiscal Note Information (optional):

#7

2021-9000

RESOLUTION

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

WHEREAS, Polk County received a proposal from R.M. Madden Construction, Inc. to obtain this vacant parcel located at 2552 Onawa Street, Des Moines, Iowa, legally described as:

LOTS 11 & 12 BLK 9 CHESTERFIELD, for \$8,200.00; and

WHEREAS, Polk County, Iowa desires to accept said offer and convey said property to R.M. Madden Construction, Inc.; and

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

WHEREAS, this sale complies with Polk County's Disposition of County Owned Properties Policy.

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 on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

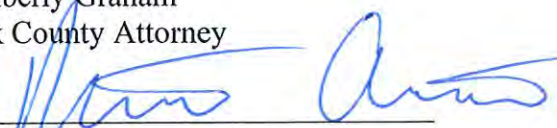
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: \$8,200.00 to Real Estate Fund.

#8

2021-9000

Preparer Information: Rachelle Martin, 5885 NE 14th Street, Des Moines, Iowa 50313 515-286-3303
Return to: Rachelle Martin, 5885 NE 14th Street, Des Moines, Iowa 50313 515-286-3303
Address Tax Statement: R.M. Madden Construction, Inc., 5909 Grand Avenue, Des Moines, Iowa 50312

QUIT CLAIM DEED

For good and valuable consideration given, Polk County, Iowa does hereby quit claim to **R.M. Madden Construction, Inc.**, all its right, title, interest, estate, claim and demand in the following described real estate, located in Polk County, Iowa:

LOTS 11 & 12 BLK 9 CHESTERFIELD

(Locally known as District/Parcel 50/00443-000-000)

This deed is exempt from taxation of real estate transfers pursuant to Sections 428A.1 and 428A.2(6), Code of Iowa.

Polk County, Iowa, Grantor

Matt McCoy, Chair
Polk County Board of Supervisors

STATE OF IOWA COUNTY OF POLK

On this day 8TH of APRIL, 2025 before me, ERIKA BARTLETT, a Notary Public in and for Polk County, Iowa, personally appeared MATT MCCOY, to me personally known, who being by me duly sworn did say that said person is the Chair of the Board of Supervisors of Polk County, Iowa, and that the seal affixed to said instrument is the seal of said Polk County, Iowa, and that said instrument was signed and sealed in behalf of said Polk County, Iowa, by authority of its Board of Supervisors and said MATT MCCOY acknowledged the execution of said instrument to be the voluntary act and deed of said Polk County, Iowa, by it voluntarily executed.

Notary Public in and for Polk County, Iowa

#8

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 54-25 approving a Quit Claim Deed to R.M. Madden Construction, Inc., File #2021-9000 (Dist. 50 Parcel 00443-000-000) vacant parcel located at 2552 Onawa Street, Des Moines, Iowa.

Agenda Date: April 8, 2025

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 25, 2025 the Board approved a resolution for a public hearing to convey this parcel to R.M. Madden Construction, Inc.

Board/Commission Actions: NA

Comply with Policy: Yes.

Background: Polk County received a proposal from R.M. Madden Construction, Inc. for a total of \$8,200.00 to purchase this parcel. Polk County received this parcel by Tax Deed in October of 2024. Property size is 93' x 130'. Parcel is buildable.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to R.M. Madden Construction, Inc.

Fiscal Note: \$8,200.00 to Real Estate Fund.

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		N	\$8,200	N		10266300.58630
24/25	Y		N	0			

Additional Fiscal Note Information (optional):

8

2014-2382

RESOLUTION

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

WHEREAS, Polk County received a proposal from Anthony Wharton to obtain this vacant parcel located at 141 SE 33 Street, Des Moines, Iowa, legally described as:

LOT 115 GEORGE P CURRANS ADD, for \$7,500.00; and

WHEREAS, Polk County, Iowa desires to accept said offer and convey said property to Anthony Wharton; and

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

WHEREAS, this sale complies with Polk County's Disposition of County Owned Properties Policy.

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 on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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

By: 

Assistant County Attorney

FISCAL NOTE: \$7,500.00 to Real Estate Fund.

#9

2014-2382

Preparer Information: Rachelle Martin, 5885 NE 14th Street, Des Moines, Iowa 50313 515-286-3303
Return to: Rachelle Martin, 5885 NE 14th Street, Des Moines, Iowa 50313 515-286-3303
Address Tax Statement: Anthony Wharton, 144 SE 33 Court, Des Moines, Iowa 50317-7317

QUIT CLAIM DEED

For good and valuable consideration given, Polk County, Iowa does hereby quit claim to **Anthony Wharton**, all its right, title, interest, estate, claim and demand in the following described real estate, located in Polk County, Iowa:

LOT 115 GEORGE P CURRANS ADD

(Locally known as District/Parcel 50/00692-000-000)

This deed is exempt from taxation of real estate transfers pursuant to Sections 428A.1 and 428A.2(6), Code of Iowa.

Polk County, Iowa, Grantor

Matt McCoy, Chair
Polk County Board of Supervisors

STATE OF IOWA
COUNTY OF POLK

On this day 8TH of APRIL, 2025 before me, ERIKA BARTLETT, a Notary Public in and for Polk County, Iowa, personally appeared MATT MCCOY, to me personally known, who being by me duly sworn did say that said person is the Chair of the Board of Supervisors of Polk County, Iowa, and that the seal affixed to said instrument is the seal of said Polk County, Iowa, and that said instrument was signed and sealed in behalf of said Polk County, Iowa, by authority of its Board of Supervisors and said MATT MCCOY acknowledged the execution of said instrument to be the voluntary act and deed of said Polk County, Iowa, by it voluntarily executed.

Notary Public in and for Polk County, Iowa

#9

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 55-25 approving a Quit Claim Deed to Anthony Wharton, File #2014-2382 (Dist. 50 Parcel 00692-000-000) vacant parcel located at 141 SE 33 Street, Des Moines, Iowa.

Agenda Date: April 8, 2025

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 25, 2025 the Board approved a resolution for a public hearing to convey this parcel to Anthony Wharton.

Board/Commission Actions: NA

Comply with Policy: Yes.

Background: Polk County received a proposal from Anthony Wharton for a total of \$7,500.00 to purchase this parcel. Polk County received this parcel by Tax Deed in October of 2024. Property size is .239 acres. Parcel is buildable.

Action Impact: Approval of the resolution will authorize the Real Estate Office to issue the Quit Claim Deed to Anthony Wharton.

Fiscal Note: \$7,500.00 to Real Estate Fund.

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		N	\$7,500	N		10266300.58630
24/25	Y		N	0			

Additional Fiscal Note Information (optional):

#9

RESOLUTION

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

WHEREAS, the Polk County Conservation Board manages the Gay Lea Wilson Trail system, located in Polk County, Iowa pursuant to §350.4, Iowa Code (2023); and

WHEREAS, Polk County Conservation wishes to realign the Gay Lea Wilson Trail to connect to the Fourmile Mountain Bike Park; and

WHEREAS, the proposed trail alignment requires the relocation of an electric pole owned by MidAmerican Energy Company; and

WHEREAS, MidAmerican Energy Company requires their pole be relocated in an Easement owned by MidAmerican Energy Company;

WHEREAS, the locally known descriptions where the contemplated easement will be located are as follows:

Legal Description:

Lot 57, and Lots 653 through 663, Elmwood Park, an official plat, all now included in and forming a part of the City of Des Moines, Polk County Iowa. A 15-foot-wide electrical easement beginning at the Southeast corner of the described property and running 15 feet to the west containing 225 square feet.

WHEREAS, Polk County Conservation Board determined at its May 12, 2024 meeting that the requested easement will not interfere with park intent or purposes; and

WHEREAS, a public hearing was held on April 8, 2025 at the regularly scheduled meeting of the Polk County Board of Supervisors concerning the proposed land transfer conveyance on the described property; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the electrical easement to MidAmerican Energy Group, 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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

#10

RECOMMENDED FOR APPROVAL:

By: Richard A. Leopold
Richard Leopold, Director
Polk County Conservation Board

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: K. Charles
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution for Public Hearing to approve a permanent Electrical Easement to MidAmerican Energy Company on land known as the Fourmile Creek Greenway.

Agenda Date: 04/08/25

Contact Individual: Richard Leopold, Director 515-323-5300

Previous Action taken by the Board: 03/25/25 Set Public Hearing

Board/Commission Actions: On May 12, 2024 with **Roll Call 24-0512** the Polk County Conservation Board approved the recommendation to the Polk County Board of Supervisors to approve the electrical easement to MidAmerican Energy Company as this will not interfere with the intent or purpose of the parkland.

Comply with Policy: Yes.

Background: A realignment of the Gay Lea Wilson Trail is hindered by an existing electrical pole. MidAmerican Energy Company must relocate the pole onto Polk County land to accommodate the trail realignment. The pole must be located in an easement area.

Action Impact: None.

Fiscal Note: None.

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
24/25					N		
25/26							
26/27							

Additional Fiscal Note Information (optional):

#10

Polk County Report On Liquor License Application Office Of The Polk County Auditor

Room 230 - Administrative Office Building

To: Polk County Sheriff Department
Polk County Planning & Development - Building Division
Polk County Attorney
Iowa Department of Inspections & Appeals

Date: February 18, 2025

The below named applicant has applied for a

Class C Retail Alcohol License.

A copy of their application is attached.

This is a new/**renewal** application.

Name of Applicant: D L'S SPORTS BAR & GRILL LLC Phone: 515-205-8154

Trade Name or Club Name: Stan's Pt 2

Street Address (Premises) 4275 Northwest 2nd Street Bus. Phone: 515-205-8154

City Des Moines Zip Code No. 50313 Township Saylor

Please complete this request for information and/or recommendation
and return to this office ASAP.

Thank you for your cooperation.

1. Physical Planning: Recommendation to Approve ✓, Deny _____.
2. Iowa Health Center: Recommendation to Approve ✓, Deny _____.
3. Sheriff: Findings of fact attached - Yes ✓, No _____.

Is a Recommendation Made? Yes _____, No ✓

4. County Attorney: Findings of fact attached - Yes ✓, No _____.

Is a Recommendation Made? Yes _____, No ✓

AUDITOR

#12

RESOLUTION

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POLK COUNTY, IOWA, that pursuant to the provisions of Chapter 317 and 331.384, of the *Code of Iowa*, it is hereby ordered:

1. That each owner and each person in possession or control of any lands in Polk County, shall cut, burn or otherwise destroy all noxious weeds thereon, as defined in Chapter 317 of the Iowa Code, at such times in each year and in such manner shall prevent said weeds from blooming or coming to maturity, and shall keep said lands free from such growth or any other weeds, as shall render the streets or highway adjoining said lands unsafe for public travel, noxious weeds shall be cut or otherwise destroyed on or before the following date, and as often thereafter as is necessary to prevent seed production.

ALL NOXIOUS WEEDS by May 5, 2025.

2. That each owner and each person in the possession or control of any lands in Polk County shall upon notification, adopt a program of weed destruction, described by the Weed Commissioner, on land infested with any noxious weeds including quack grass, perennial peppergrass, Russian Knapweed, and be expected to destroy and will immediately keep under control such infestations of said noxious weeds.

3. That each owner and each person in possession or control of any lands in Polk County, shall cut, burn or otherwise destroy all weeds, grass, vines, brush, and dead, damaged or unsightly bushes, trees, or other offensive growth which constitutes health, safety, or fire hazard as provided in section 331.384, *Code of Iowa*. Growth of weeds, vines, or grass higher than 12 inches above the ground is a health, safety, or fire hazard.

4. That if the owners or persons in possession or control of any land in Polk County fail to comply with the foregoing orders, the Weed Commissioner shall cause this to be done and the expense of said work, including costs of serving notice and other costs, if any, to be assessed against the real estate.

5. That the County Auditor be and is hereby directed to cause notice of the making and entering of the foregoing order by one publication in each of the official newspapers of the County.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

#13

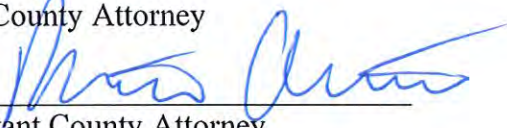
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: None.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. WC-1-25 ordering destruction of noxious weeds and other offensive growth and authorize Auditor to publish notice.

Agenda Date: April 8, 2025

Contact Individual: Bret VandeLune, Polk County Public Works Department, 286-3705.

Previous Action taken by the Board: Annual Resolution WC-3-24, dated May 7, 2024.

Board/Commission Actions: NA

Comply with Policy: Yes.

Background: Annual Resolution to set weed destruction program start date, per Chapter 317 and 331.384, *Code of Iowa*, the Polk County Board of Supervisors shall publish notice of noxious weed destruction program.

Action Impact: The resolution authorizes the Polk County Auditor to publish notice of noxious weed destruction program and orders the Weed Commissioner to destroy said weeds if not done by the property owner.

Fiscal Note: None.

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
24/25							

Additional Fiscal Note Information (optional):

#13

This attachment is in progress and will be added to the agenda packet as soon as it is available.

RESOLUTION

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

WHEREAS, Jesse Reiter 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 17 & 18 BLK A, AVON GARDENS, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA;

in accordance with the attached Water Main Connection Agreement between Polk County and Jesse Reiter; and

WHEREAS, Jesse Reiter 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 terms of the attached Water Main Connection Agreement and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement; and

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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

By: 

Assistant County Attorney

FISCAL NOTE: \$5,463.64 loan plus 4% interest to be repaid over 10-year period.

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 56-25 approving a water main Connection Agreement with Jesse Reiter for water connection to the Avon Lake water project to serve their property at 5696 SE Robbie Rd, Carlisle.

Agenda Date: April 8, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes.

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 5696 SE Robbie Rd, Carlisle, and facilitates payment of the current connection amount of \$5,463.64 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.

Fiscal Note: Connection fee of \$5,463.64 plus 4.0% interest to be reimbursed to the Economic Development Fund.

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
24/25	N	N/A	None	\$546.36 (10% down payment)	N		50106320.55490
25/26 thru 33/34	N	N/A	None	9 annual payments of \$661.34	N		50106320.55490

Additional Fiscal Note Information (optional): None.

#14

RESOLUTION

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

WHEREAS, Polk County, Iowa authorized and approved entering into the Professional Services Agreement between Polk County, Iowa and Heartland Co-Op ("Agreement") on April 18, 2023; and

WHEREAS, the Agreement provides for landowner outreach and coordination for the installation of wetlands to improve water quality and reduce flooding in Polk County, Iowa; and

WHEREAS, the Parties desire to amend the Agreement by entering into this Second Amendment to modify the agreement to continue through June 30, 2027; and

WHEREAS, the originally allocated funding has not been expended to date, allowing to complete additional work for wetlands facing long permitting, design, and construction timelines; and

WHEREAS, 50% of expenses will be reimbursed to Polk County through the fiscal agent funding agreement with the Iowa Department of Agriculture and Land Stewardship.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Second Amendment with Heartland Co-Op 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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

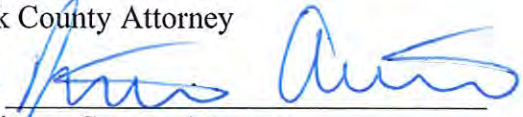
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 58-25 to approve Amendment 2 to the Professional Services Agreement between Heartland Co-Op and Polk County, Iowa.

Agenda Date: April 8, 2025

Contact Individual: John Swanson, Water Resources Supervisor, Polk County Public Works Department, 515-875-5880.

Previous Action taken by the Board: Res. 57-23, dated April 18, 2023, approving Professional Services Agreement and Res. No. 38-24, dated 2/27/2024, approving funding agreement with Iowa Department of Agriculture and Land Stewardship

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County approved a professional services agreement with Heartland Co-Op to coordinate landowner involvement in the wetland program. Amendment provides a no cost extension of services to June 30, 2027. The existing services provided have run under budget the extension request is primarily a result of the extended timeline to finish wetland projects.

Action Impact: Action approves the Chairperson to sign the amendment and Public Works to implement the amendment.

Fiscal Note: Funding will be tracked and managed through the Public Works Air and Water Budget.

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
24/25	Y	0	\$10,000	\$5,000	N	10266004.77440 WQ107	10226004.52290
25/26	Y	0	\$50,000	\$25,000	N	10266004.77440 WQ107	10226004.52290
26/27	Y	0	\$50,000	\$25,000	N	10266004.77440 WQ107	10226004.52290

Additional Fiscal Note Information (optional): The Iowa Department of Agriculture and Land Stewardship will reimburse 50% of outreach coordination services.

#15

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 Secondary Road Construction Program included the "Bridge Replacement on NE 162nd Ave over Indian Creek"; and

WHEREAS, Polk County Public Works requested a proposal from WHKS & Co. to provide construction plans for the bridge replacement; and

WHEREAS, Polk County Public Works reviewed the Professional Services Agreement and recommends approval.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Professional Services Agreement with the firm of WHKS & Co. for the design services specified in the agreement and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to WHKS & Co. and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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

By: 

Assistant County Attorney

FISCAL NOTE: Cost not-to-exceed \$95,300 plus 10% administrative charge will be paid from the Secondary Roads fund.

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 60-25 to approve the Professional Services Agreement with the firm of WHKS & Co. for design services for the Bridge Replacement on NE 162nd Ave over Indian Creek.

Agenda Date: April 8, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included the "Bridge Replacement on NE 162nd Ave over Indian Creek."

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

Fiscal Note: \$95,300 plus 10% administrative charge will be paid from the Secondary Roads fund.

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
24/25	N	0	\$20,000	0	N	200267014.77630	
25/26			\$84,830			200267014.77630	

Additional Fiscal Note Information (optional):

116

RESOLUTION

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

WHEREAS, by Resolution 182-24, dated October 8, 2024, Polk County, Iowa authorized the Chair of the Polk County Board of Supervisors to sign the revised Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program and directed the Public Works Department to submit same to the Iowa Department of Transportation on behalf of Polk County, Iowa; and

WHEREAS, the Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included Project "HMA Resurfacing on SE 6th Ave, from SE Garrett Dr to SE Camp Dr"; and

WHEREAS, Federal funds are available to pay for the Project through the Iowa Department of Transportation's Stewardship and Oversight Agreement with the Federal Highway Administration; and

WHEREAS, the Project was publicly let for bids and included in the "March 18, 2025 Iowa Department of Transportation letting" with the following results:

STP-S-C077(250)--5E-77:

INROADS, LLC.	\$567,224.80
OMG MIDWEST, INC., D/B/A DES MOINES ASPHALT & PAVING	\$581,484.58
GRIMES ASPHALT AND PAVING CORPORATION	\$595,798.63

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from InRoads, LLC., Iowa in the amount of \$567,224.80; and

WHEREAS, it is the recommendation of the Public Works Department to transfer \$113,444.96 from its allotment of Local Road Use Tax Funds to the Farm-to-Market Fund for the Project; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards the Project to InRoads, LLC in the amount of five hundred sixty-seven thousand two hundred twenty-four and 80/100 (\$567,224.80); and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the Contract with InRoads, LLC, 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 upon receipt of a certificate of insurance and bond; and

BE IT FURTHER RESOLVED that Polk County, Iowa authorizes the Polk County Auditor to transfer \$113,444.96 in local construction funds to the Polk County Farm-To-Market fund for a portion of this project; 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 Contract on behalf of Polk County.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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

By: 

Assistant County Attorney

FISCAL NOTE:

Total Project Contract Amount:	\$567,224.80
Iowa DOT STBG Funds Awarded:	\$453,779.84
Polk County FM Funds:	\$113,444.96

#17

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 59-25 to accept the bid of \$567,224.80 received from InRoads, LLC., Des Moines, Iowa for Project No. STP-S-C077(250)--5E-77, HMA Resurfacing on SE 6th Ave, from SE Garrett Dr to SE Camp Dr and to authorize transfer of \$113,444.96 from the Secondary Roads budget to the Farm-to Market Fund.

Agenda Date: April 8, 2025

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

Previous Action taken by the Board: Resolution 141-24 approved the Iowa Department of Transportation Funding Agreement for Project No. STP-S-C077(250)--5E-77, HMA Resurfacing on SE 6th Ave.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included project "HMA Resurfacing on SE 6th Ave, from SE Garrett Dr to SE Camp Dr" and the project was publicly let for bids on the March 18, 2025 Iowa Department of Transportation letting with InRoads, LLC submitting the most responsive and responsible bid for the project. It is the recommendation of the Public Works Department to accept the bid of \$567,224.80 from InRoads, LLC. This project includes Polk County's use of federal STBG funds that are allocated and administered by the Iowa Department of Transportation. The matching funds must come from either Farm-to-Market funds or Local Road Use Tax Funds. A deposit of \$113,444.96 is needed in the Farm-to-Market Fund.

Action Impact:

Fiscal Note: All construction costs to be funded using Federal STBG funds in the amount of \$453,779.84 previously awarded to Polk County for this project and \$113,444.96 from the Secondary Roads budget.

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
24/25	N	0	\$113,444.96	0	N	200260206.78820	

Additional Fiscal Note Information (optional):

#17

RESOLUTION

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

WHEREAS, by Resolution 182-24, dated October 8 2024, Polk County, Iowa authorized the Chair of the Polk County Board of Supervisors to sign the revised Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program and directed the Public Works Department to submit same to the Iowa Department of Transportation on behalf of Polk County, Iowa; and

WHEREAS, the Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included "2025-26 Local PCC Patches"; and

WHEREAS, the Polk County Procurement Division issued an invitation for bids to complete "2025-26 Local PCC Patches"; and

WHEREAS, on March 20, 2025 the Polk County Procurement Division received and publicly opened sealed bids for Bid No. 268-2526 "2025-26 Local PCC Patches" with the following results:

TK Concrete, Inc. Pella, IA	\$50,002.00
HV Property Services Inc., DBA Vice Construction Indianola, IA	\$55,888.10
The Concrete Contracting Company, Inc. Johnston, IA	\$82,707.10

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from TK Concrete, Inc., Iowa in the amount of \$50,002.00; 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. 268-2526, "2025-26 Local PCC Patches" to TK Concrete, Inc. in the amount of fifty thousand two 00/100 (\$50,002.00); and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the attached agreement and bond and authorizes the Chair of the Polk County Board of Supervisors to sign the same; 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 TK Concrete, Inc. and administer the contract on behalf of Polk County, Iowa.

Approved this ____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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

By: 

Assistant County Attorney

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

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 61-25 to accept the bid of \$ \$50,002.00 received from TK Concrete, Inc, Pella, Iowa for Bid No. 268-2526, "2025-26 Local PCC Patches."

Agenda Date: April 8, 2025

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

Previous Action taken by the Board: Resolution 216-24, Dated December 17, 2024 authorized Procurement to Conduct Bid Letting.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: On March 20, 2025, the Procurement Division publicly opened sealed bids for Bid No. 268-2526. The Public Works Department recommends awarding the contract to TK Concrete, Inc., Iowa in the amount of \$50,002.00.

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	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
25/26	N	0	\$50,002.00	0	N	200267116.73250	

Additional Fiscal Note Information (optional):

#18

RESOLUTION

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

WHEREAS, the Polk County Weatherization Assistance Program, on behalf of Polk County, Iowa, has successfully administered Weatherization contracts with the Iowa Department of Health and Human Services for the betterment of Polk County citizens; and

WHEREAS, the Iowa Department of Health and Human Services desires to enter into a contract with Polk County, Iowa for the administration of Weatherization funds from the following contract:

Contract Name/Number	Contract Value	Effective Date	Expiration Date
DOE-25-20	\$TBD	May 1, 2025	March 31, 2026

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Weatherization Agreement DOE-25-20 and authorizes the Chair of the Polk County Board of Supervisors and the Public Works Director to digitally sign said Agreement with the Iowa Department of Health and Human Services on behalf of Polk County, Iowa; and

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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

By: 

Assistant County Attorney

Fiscal Note: Revenue in an amount to be determined from the State of Iowa will be offset by equal amount of expenditure. Previous year funding received was \$742,618 with added amendments throughout the contract of \$481,933 for a total of \$1,224,551. This entire amount has now been expended. Currently, the Weatherization program has other funded contracts (Utility, HEAP, and DOE-BIL) with the State of Iowa that it is operating with.

#19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 62-25 approving DOE-25-20 Weatherization contract with State of Iowa.

Agenda Date: April 8, 2025

Contact Individual: Dave Williamson, Housing Services Manager, Polk County Public Works Department, 515-286-3726

Previous Action taken by the Board: Previous years contract.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County operates a Weatherization Assistance Program to make the homes of low-income residents more energy efficient, to reduce the clients' fuel bills and increase their comfort, and to improve the health and safety in homes by identifying and mitigating health and safety problems such as carbon monoxide, combustion appliance back-drafting and high indoor moisture levels. These services are provided free of charge to qualified residents. Polk County receives Department of Energy (DOE) funds from the Iowa Department of Health and Human Services to support the Weatherization Program. The DOE-25-20 contract will provide funds in an amount to be determined, with a contract amendment to follow once funds have been awarded to the Iowa Department of Health and Human Services. The Agreement is effective May 1, 2025 to March 31, 2026. Polk County will not incur cost pursuant to this program without an appropriate funding source.

Action Impact: The proposed resolution will approve the Agreement with the Iowa Department of Health and Human Services for the Weatherization Assistance Program and authorizes the Chair and the Public Works Director to digitally sign the DOE-25-20 Contract on behalf of Polk County, Iowa.

Fiscal Note: Revenue from the Iowa Department of Health and Human Services offset by an equal amount of expenditure.

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
2024	Y	TBD (offset by revenue)	\$TBD	Y		10263410.74300 & 74310	10263410.52420

#19

Fiscal	New	# of New	Anticipated	Anticipated	Budget	If Amendment is Required,	
2025	Y	TBD (offset by revenue)	\$TBD	Y		10263410.74300 & 74310	10263410.52420

Additional Fiscal Note Information (optional): Revenue in an amount to be determined from the State of Iowa will be offset by equal amount of expenditure. Previous year funding received was \$742,618 with added amendments throughout the contract of \$481,933 for a total of \$1,224,551. This entire amount has now been expended. Currently, the Weatherization program has other funded contracts (Utility, HEAP, and DOE-BIL) with the State of Iowa that it is operating with.

#19

RESOLUTION

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

WHEREAS, by Resolution 182-24, dated October 8 2024, Polk County, Iowa authorized the Chair of the Polk County Board of Supervisors to sign the revised Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program and directed the Public Works Department to submit same to the Iowa Department of Transportation on behalf of Polk County, Iowa; and

WHEREAS, the Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included the "2025-26 Local Pavement Marking Program"; and

WHEREAS, the Polk County Procurement Division issued an invitation for bids to complete the "2025-26 Local Pavement Marking Program"; and

WHEREAS, on March 20, 2025 the Polk County Procurement Division received and publicly opened sealed bids for Bid No. 101-2526 "2025-26 Local Pavement Marking Program" with the following results:

Quality Striping, Inc. Des Moines, IA	\$461,276.75
Iowa Plains Signing, Inc Slater, IA	\$648,272.88

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from Quality Striping, Inc. in the amount of \$461,276.75; 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. 101-2526, "2025-26 Local Pavement Marking Program" to Quality Striping, Inc in the amount of four hundred sixty-one thousand two hundred seventy-six and 75/100 (\$461,276.75); and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the attached agreement and bond and authorizes the Chair of the Polk County Board of Supervisors to sign the same; and

#10

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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

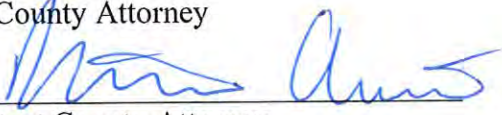
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

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

#20

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 63-25 to accept the bid of \$461,276.75 received from Quality Striping, Inc., Des Moines, Iowa for Bid No. 101-2526, "2025-26 Local Pavement Marking Program."

Agenda Date: April 8, 2025

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

Previous Action taken by the Board: Resolution 216-24, Dated December 17, 2024 authorized Procurement to Conduct Bid Letting.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: On March 20, 2025, the Procurement Division publicly opened sealed bids for Bid No. 101-2526. The Public Works Department recommends awarding the contract to Quality Striping, Inc. in the amount of \$461,276.75.

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	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
25/26	N	0	\$461,276.75	0	N	200267130.73410	

Additional Fiscal Note Information (optional):

#20

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors as a public agency, may enter into an agreement with a public or private agency to cooperate in the provision of services to the public and to cooperate in other ways to their mutual advantage; and

WHEREAS, Polk County staff lead coordination efforts for the Fourmile Creek Watershed Management Authority, Mud, Camp, and Spring Creek Watershed Management Authority, and the Walnut Creek Watershed Management Authority, collectively known as the Central Iowa Watershed Management Authorities (CIWMA); and

WHEREAS, the Iowa Department of Natural Resources has provided \$100,000 over the past three years for Polk County's Water Resources Outreach Coordinator in partnership with the CIWMA; and

WHEREAS, IDNR has provided a contract to grant \$100,000 to Polk County to further fund the Water Resources Outreach Coordinator through FY 27/28; and

WHEREAS, CIWMA will provide an additional \$122,751.50 over the term of the contract toward the position.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Contract with the Iowa Department of Natural Resources 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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

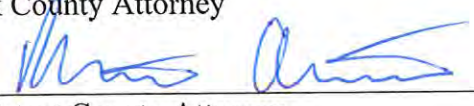
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 64-25 to approve Outreach Coordinator Funding Contract between the Iowa Department of Natural Resources (IDNR) and Polk County, Iowa.

Agenda Date: April 8, 2025

Contact Individual: John Swanson, Water Resources Supervisor, Polk County Public Works Department, 515-875-5880.

Previous Action taken by the Board: Res. 35-22, dated March 22, 2022, approving funding Contract with the IDNR and Res. 36-22, dated March 22, 2022, approving Cooperative Public Services Agreement with the Central Iowa Watershed Management Authorities.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: IDNR has provided funding to Polk County for the past three years for funding a portion of our Water Resources Outreach Coordinator position. Contract provides funding for an additional three years.

Action Impact: Action approves the Chair to sign the contract and Public Works to implement the contract.

Fiscal Note: Funding will be tracked and managed through Public Works Air and Water Quality Fund.

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
25/26	Y	0	\$108,337	\$33,333	N	10266004.71000	10266004.52290
25/26	Y	0		\$37,502	N		10266004.52790
26/27	Y	0	\$115,015	\$33,333	N	10266004.71000	10266004.52290
26/27	Y	0		\$40,841	N		10266004.52790
27/28	Y	0	\$122,151	\$33,334	N	10266004.71000	10266004.52290
27/28	Y	0		\$44,408.50	N		10266004.52790

Additional Fiscal Note Information (optional): Additional \$122,751.50 revenue provided by Central Iowa Watershed Management Authorities 28E Agreement. Net fiscal impact to Polk County is \$122,751.50 over the three-year term, funded through annual Air and Water Quality Budget allocation.

#21

RESOLUTION

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

WHEREAS, the Lutheran Services in Iowa brings local farmers and the community together and attracts thousands of people to the area every Saturday morning during the months of May, June, July, August, September, and October; and

WHEREAS, the Lutheran Services in Iowa is requesting the use of County owned parking lot located at 1907 Carpenter Avenue, Des Moines, Iowa 50314 from May 3, 2025 through October 25, 2025 during Farmers Market hours; and

WHEREAS, Polk County has attached an Agreement to authorize the Lutheran Services in Iowa use of the parking lot located at 1907 Carpenter Avenue, Des Moines, Iowa 50314 for Farmers Market vendor staging; and

WHEREAS, the aforementioned would be used for the farmers staging and easy accessibility to their farmers market product(s).

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the Lutheran Services in Iowa for use of County owned parking lots during the Farmers Market and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

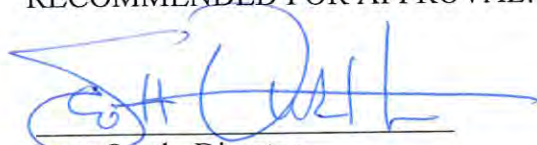
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

24/25-008

RECOMMENDED FOR APPROVAL:

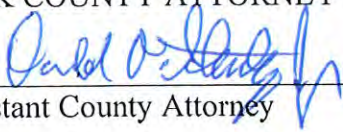


Scott Ourth, Director
Department of General Services

#22

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

FISCAL NOTE: No fiscal impact to the County.

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing Lutheran Services in Iowa use of the 1907 Carpenter Avenue parking lot for the Farmers Market.

Agenda Date: April 08, 2025

Contact Individual: Scott Ourth, Director of General Services
286-3129

Previous Action taken by the Board:

Board/Commission Actions:

Action Requested (Recommended): This Resolution authorizes the attached agreement with the Lutheran Services in Iowa, for use of the 1907 Carpenter Avenue parking lot for vendors of the Farmers' Market, every Saturday morning; 5:00 A.M.- 1:00 P.M., May 3, 2025 - October 25, 2025.

Comply with Policy:

Background: It was requested by the Lutheran Services in Iowa, for the use of the lot located at 1907 Carpenter Avenue during the Farmers' Markets. The lot would be used for farmer's vehicles, supplies and vendor staging.

Action Impact:

Fiscal Note: No fiscal impact to the County.

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		NA	NA			

Additional Fiscal Note Information (optional):

#22

RESOLUTION

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

WHEREAS, Polk County has accumulated a variety of vehicles which are no longer of any viable use to the County and should be declared surplus; and

WHEREAS, it is the recommendation of the Polk County Department of General Services to allow Dvorak Auction Services to conduct public online auctions to sell and accept proposals for purchase of surplus vehicles on behalf of Polk County throughout the calendar year 2025; and

WHEREAS, Polk County, Iowa and Dvorak Auction Services desire to enter-into an Auction Contract to set forth the terms and conditions under which Dvorak shall conduct auctions for the sale of surplus vehicles.

NOW, THEREFORE BE IT RESOLVED, Polk County, Iowa approves the terms of the attached Auction Contract with Dvorak Auction Services, and authorizes the Chair of the Polk County Board of Supervisors to sign said Contract on behalf of Polk County, Iowa.

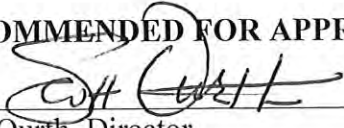
BE IT FURTHER RESOLVED, that Polk County, Iowa authorizes the Polk County Department of General Services to hold periodic public auctions for the purpose of disposing of surplus County vehicles and to utilize Dvorak Auction Services to hold the public auctions.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Scott Ourth, Director
Polk County General Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL NOTE: FY 25/26, Vehicle Sale Proceeds are not estimated.

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Auction Contract with Dvorak Auction Service for public auctions throughout the calendar year 2025 to dispose of surplus county vehicles.

Agenda Date: 4/8/2025

Contact Individual: Scott Ourth
Director, General Services
286-3129

Previous Action taken by the Board: None

Board/Commission Actions: None

Comply with Policy: Yes

Background: Each year the Polk County General Services Department identifies County vehicles that are deemed no longer of use. In accordance with the applicable provisions of the Iowa Code, General Services intends to utilize the services of Dvorak Auction Services to dispose of surplus county property and vehicles.

Action Impact: Resolution authorizes the General Services Department to dispose of County surplus vehicles by public auction.

Fiscal Note: Impact to the County is revenue generated from the sale of surplus County vehicles and items.

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
24/25							

Additional Fiscal Note Information (optional):

Dvorak Auction Services shall charge a 15% commission on sold assets.

#23

RESOLUTION

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

WHEREAS, the persons on the attached Memorandum of Mental Health/Intellectual Disability/Developmental Disability (MH/ID/DD) Service Approval are clients of the Polk County Mental Health and Disability Services (MHDS) Region who have legal residence in Polk County, Iowa; and

WHEREAS, these clients are in need of the services as described in the attached Memorandum of MH/ID/DD Service Approval; and

WHEREAS, no Polk County MHDS Region network providers of such services are able to meet the needs of these clients at this time; and

WHEREAS, the Boards of Supervisors in the counties where the out-of-county providers are located have approved the proposed rates; and

WHEREAS, the rates for out-of-network providers in Polk County have been established by the Iowa Department of Health and Human Services; and

WHEREAS, these services were reviewed and approved for submission by the staff of the Polk County Mental Health and Disability Services Region Administrator.

NOW THEREFORE BE IT RESOLVED, Polk County, Iowa hereby approves the attached Memorandum of MH/ID/DD Service Approval and authorizes the necessary expenditures from the Polk County MHDS Region Fund for these clients.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Log# 452

DocuSigned by:

By: Annie Uetz

99AF934524C4429

Annie Uetz, Director/CEO

Polk County Behavioral and Disability Services Department –

Polk County MHDS Region Administrator

24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Mental Health/Intellectual Disability/Developmental Disability (MH/ID/DD) service approvals and authorizing expenditures from the Mental Health and Disability Services (MHDS) Region Fund.

Agenda Date: 04/08/2025

Contact Individual: Annie Uetz, Director/CEO
Polk County Behavioral Health and Disability Services Dept. —
Polk County MHDS Region Administrator
(515) 286-3581

Previous Action taken by the Board: None

Board/Commission Actions: The recommendations contained within have been approved for submission by the staff of the Polk County MHDS Region Administrator and the Polk County MHDS Region Governing Board.

Comply with Policy: Yes

Background: Polk County contracts with selected providers within the Polk County MHDS Region to provide services to persons with mental illness, intellectual disability, or a developmental disability. If those providers are unable to meet the needs of a client, the Region seeks to use the services of an out-of-county provider or a local provider with whom the County does not have a contract but who meets the criteria adopted by the Region Governing Board as set forth in the Polk County MHDS Region Management plan. The Polk County Board of Supervisors has appointed the staff of the Polk County MHDS Region Administrator to review each request for services outside of Polk County or for services by local providers with whom the County does not have a contract to determine whether the service request is in the best interest of the client and the County. The staff of the Polk County MHDS Region Administrator complete the review that in the past was put before the Service Appeal Board.

Action Impact: The staff of the Polk County MHDS Region Administrator has determined that the services requested in the attached resolution are in the best interests of the client and the County. The Board of Supervisors in the counties where the providers are located have approved the proposed reimbursement rates. The attached cost summary outlines the services and the proposed costs that were reviewed and approved by the staff of the Polk County MHDS Region Administrator and the Polk County MHDS Region Governing Board.

#24

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
25/26	Y	0	\$ 74,848.56	0	N	Various Fund 10 account codes	

Additional Fiscal Note Information (optional): Refer to log 452 below

Memorandum of MH/ID/DD Non Network Provider Request

Log 452

Request Type	Proposal #	Provider	Service	Start Date	End Date	Units	Unit Type	Unit Rate	Region Portion	Maximum Monthly Cost	Maximum Cost of Approval	FY25 Expenses
Proposal	1	Next Step Counseling Services	Supported Community Living - Daily	3/1/2025	6/30/2025	20	Month	\$ 126.67	100%	\$ 2,533.40	\$10,133.60	\$ 10,133.60
Proposal	2	Pride Group, the Plymouth	RCF - Daily	4/1/2025	6/30/2025	31	Month	\$ 100.61	100%	\$ 3,118.91	\$ 9,356.73	\$ 9,356.73
Proposal	3	Supportive Solutions	Supported Housing - Shared Living	4/1/2025	6/30/2025	1	Month	\$ 800.00	100%	\$ 800.00	\$ 2,400.00	\$ 2,400.00
Proposal	4	Golden Heart	Supported Community Living - Daily	3/1/2025	6/30/2025	31	Month	\$ 218.38	100%	\$ 6,769.78	\$27,079.12	\$ 27,079.12
Proposal	5	Pillar of Cedar Valley	Nursing Facility - ICF/PMI	4/1/2025	6/30/2025	31	Month	\$ 278.27	100%	\$ 8,626.37	\$25,879.11	\$ 25,879.11
FY25= \$74,848.56												
Submitted By: Stephanie Schmidt, Program Planner												

#24

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 4701 SE 5th Street, Des Moines, Iowa 50315; and

WHEREAS, bids were received by 10:00 AM on 3/18/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FAB Rehab	\$14,951.00
FexSteve Limited Company	\$16,350.00
Richmond Construction	\$19,300.00

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 FAB Rehab; and

WHEREAS, the Polk County Health Department has reviewed the FAB Rehab bid proposal and recommends acceptance for **\$14,951.00**; and

WHEREAS, FAB Rehab, Jennafer Felice 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 terms of the attached Agreement, with the bid for **\$14,951.00** from FAB Rehab, 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 _____, 2025.

POLK COUNTY, IOWA

#25

Matt McCoy, 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: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$14,951
FY 24/25 expenses	\$14,951

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 4701 SE 5th Street, Des Moines, Iowa 50315.

Agenda Date: April 8, 2025

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.

Jennafer Felice owns a property at **4701 SE 5th Street, Des Moines, Iowa 50315**. Mrs. Felice has one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the interior and exterior of the home. Bids were publicly opened on **March 18, 2025**. The following bids were received:

FAB Rehab	\$14,951.00
FexSteve Limited Company	\$16,350.00
Richmond Construction	\$19,300.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FAB Rehab** in the amount of \$14,951.00. **FAB Rehab** 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
24/25	N	0	\$2,700	\$2,700	N	10223018.77440.01	10223018.52440
24/25	N	0	\$12,251	\$12,251	N	10223018.77440.05	10223018.52440

Additional Fiscal Note Information (optional):

#25

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 3900 13th St., Des Moines, Iowa 50313; and

WHEREAS, bids were received by 10:00 AM on 3/18/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$26,500.00
FexSteve Limited Company	\$28,250.00
FAB Rehab	\$35,750.00

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 Richmond Construction; and

WHEREAS, the Polk County Health Department has reviewed the Richmond Construction bid proposal and recommends acceptance for **\$26,500.00**; and

WHEREAS, Richmond Construction, Myint Lwin & Thin T. Mu, 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 terms of the attached Agreement, with the bid for **\$26,500.00** from Richmond Construction, 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 _____, 2025.

#26

POLK COUNTY, IOWA

Matt McCoy, 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: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$16,500
FY 24/25 expenses	\$26,500

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 3900 13th St., Des Moines, Iowa 50313.

Agenda Date: April 8, 2025

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.

Myint Lwin & Thin T. Mu, own a property at **3900 13th St., Des Moines, Iowa 50313**. Mr. Myint & Mrs. Thin has/have one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the interior and exterior of the home. Bids were publicly opened on **March 18, 2025**. The following bids were received:

Richmond Construction	\$26,500.00
FexSteve Limited Company	\$28,250.00
FAB Rehab	\$35,750.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$26,500.00. **Richmond Construction** 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
24/25	N	0	\$15,700	\$15,700	N	10223018.77440.01	10223018.52440
24/25	N	0	\$800	\$800	N	10223018.77440.05	10223018.52440
24/25	N	0	\$10,000	\$0	N	10223017.77490.04	n/a

#26

Additional Fiscal Note Information (optional):

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 1619 Forest Avenue, Des Moines, Iowa 50314; and

WHEREAS, bids were received by 10:00 AM on 3/18/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$57,450.00
Richmond Construction	\$61,300.00
FAB Rehab	\$63,050.00

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 FexSteve Limited Company; and

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$57,450.00**; and

WHEREAS, FexSteve Limited Company, Margaret Long 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 terms of the attached Agreement, with the bid for **\$57,450.00** from FexSteve Limited Company, 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 _____, 2025.

#27

POLK COUNTY, IOWA

Matt McCoy, 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: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$31,500
FY 24/25 expenses	\$57,450

#27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1619 Forest Avenue, Des Moines, Iowa 50314.

Agenda Date: April 8, 2025

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.

Margaret Long owns a property at **1619 Forest Avenue, Des Moines, Iowa 50314**. Ms. Long has one child 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 18, 2025**. The following bids were received:

FexSteve Limited Company	\$57,450.00
Richmond Construction	\$61,300.00
FAB Rehab	\$63,050.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FexSteve Limited Company** in the amount of \$57,450.00. **FexSteve Limited Company** 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
24/25	N	0	\$25,950	\$25,950	N	10223018.77440.01	10223018.52440
24/25	N	0	\$5,550	\$5,550	N	10223018.77440.05	10223018.52440
24/25	N	0	\$25,950	\$0	N	10223017.77490.04	n/a

Additional Fiscal Note Information (optional):

27

RESOLUTION

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

WHEREAS, the Board of Supervisors approved, by resolution dated May 26, 2020, a Vacancy Review Policy; and

WHEREAS, the Director of Human Resources has updated the policy to include clarifications of the process; and

WHEREAS, the Vacancy Review Policy is proposed to be titled the Position Review Policy; and

WHEREAS, the Position Review Policy will re-establish the Position Review Committee to help manage personnel related costs.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the revised Position Review Policy reflected in the attached document and directs the Director of Human Resources to take action to implement this resolution.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Josie Lewis
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph E. Marasco, Jr.
Ralph E. Marasco, Jr.
Assistant County Attorney

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

#28

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Review Policy Update

Agenda Date: April 8, 2025

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: 11/27/2001, 11/01/2011, 5/26/2020

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Director of Human Resources has updated the Vacancy Review Policy to include clarifications of the process and re-title the policy to Position Review Policy, re-establishing the Position Review Committee to help manage personnel related costs.

Action Impact: Approval of this policy allows the Director of Human Resources to take action to implement the policy.

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
24/25	N						
25/26	N						
26/27	N						

Additional Fiscal Note Information (optional): N/A

28

		POLK COUNTY GOVERNMENT				
		Board of Supervisors				
		Title/Subject:		Position Review Policy		
		Applies to:		All Polk County Departments	Effective Date:	5/26/2020
Amended Date:	04/08/2025					
End Date:						
X	Policy	Approved by: Polk County Board of Supervisors		Policy #		110.003
	Procedure			Procedure #		
	Other	Instruction:	This policy shall remain in effect at the discretion of the Polk County Board of Supervisors			
		Number of Pages:	3			

I. General Statement of Policy

It shall be the goal of the Position Review Committee to attempt to manage Polk County personnel-related costs by eliminating positions through attrition where possible. The Committee will further have a goal of determining which positions will remain vacant for an extended period of time where possible, reducing the county's workforce through attrition while recognizing that some positions may need to be filled more expeditiously than others. The Committee will be established to review vacancies and requests for new or additional positions to be filled by the various departments of Polk County. The Position Review Committee will be composed of two members of the Polk County Board of Supervisors as assigned by the Board Chair, the Budget Director, and the County Administrator. The Human Resources Director and/or their designee(s) will serve in an advisory capacity to the Committee.

II. Vacancy Review and Position Adjustment Process

The following guidelines shall govern the vacancy review and position adjustment process:

- a. If a department desires to fill a vacancy, a Vacancy Review Form must accompany the appropriate Personal Action Form (PAF).
- b. A newly completed Position Classification Questionnaire (PCQ) will be required if it is anticipated the vacant position is to be modified, reclassified, or if a new or additional position is being created. If the request is for an additional position or a modification that is not cost neutral, information regarding costing must be included.
- c. Required forms shall be submitted to the Human Resources Department for review. The Human Resources Director and their designee(s) will review documents and provide one of the following recommendations to the Committee.
 - i. If Human Resources recommends the position could be left open for a designated period of time;

#26

- ii. If Human Resources recommends the new or additional position should be created;
or
- iii. If Human Resources recommends the reclassification, position modification, or reorganization

The Committee will meet weekly, as needed. At such time the Human Resources Director will supply weekly vacancy reports as well as copies of Vacancy Review Forms and Position Classification Questionnaires provided the forms are received in the Human Resources Department by 4:30 on Tuesday.

- a. The department head/elected official or their designee requesting a review will be given an opportunity to provide written documentation to the Committee regarding any request to fill a vacancy and/or reasoning for a position to be modified, reclassified, or created.
- b. The Committee will make a decision about whether a position should be filled or eliminated.
- c. The Committee will make a recommendation to the Board of Supervisors regarding:
 - i. Position Modifications, including reclassifications
 - ii. Re-Organizations
 - iii. Creation of positions
 - iv. Increase in FTE.

III. Appeal Process

The following guidelines shall govern the appeal process:

- a. If a department wishes to appeal a decision of the Committee, information supporting the reasons and rationale must be submitted to the Human Resources Department to progress the appeal on to the Committee.
- b. The department head/elected official or their designee requesting an appeal will be given an opportunity to discuss their request directly with the Committee within 14 calendar days of receiving the appeal request.

IV. Covered Positions

Positions covered by this policy include:

- a. All regular full and part-time positions currently vacant or that become vacant.
- b. All side-by-side positions regardless of 24/7 operations.
- c. All creation of new positions or additional positions within the organization.
- d. All reclassifications and position modifications to existing positions.
- e. All on-call positions that would be an addition to the organization.
- f. All temporary positions that would be an addition to the organization.

This policy does not apply to the following:

- a. On-call positions currently funded which are existing and not newly created.
- b. Temporary positions which are existing and not newly created.

V. Exempt Positions

Positions exempt from the procedures set forth above include:

- a. First and Second Deputies appointed by Elected Officials.
- b. Positions mandated by state regulations at Community, Family and Youth Services including Youth Services Aide, Youth Services Worker, Control Center Specialist, Youth Intake Specialist and Youth Services Team Leader.
- c. 24/7 operations in the Sheriff's Office to include Public Safety Communications Specialist, Detention Officer, Deputy and Detective, Jail Food Services Aide, Booking Clerk, Detention Supervisor, and MDI.
- d. Fully grant-funded positions.

RESOLUTION

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

WHEREAS, the Interim County Administrator has reviewed the operations of the Budget Office; and

WHEREAS, the Interim County Administrator is requesting to reclassify the Budget Manager position to a Budget Director position to better meet the operational needs of the Budget Office; and

WHEREAS, the Human Resources Department has reviewed the request and is proposing the following position modifications:

- Create one (1) Budget Director position, Department Head grade 18, range \$132,505-\$178,882.
- Delete the Budget Manager position.
- Transfer the Budget Manager incumbent to the new Budget Director position and consider this transfer a promotion, subject to the 5% increase detailed in the Pay Adjustment Policy.

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

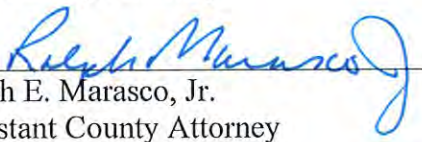
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: _____
Josie Lewis, Director
Polk County Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: The estimated cost is \$3,254 for FY24/25, \$19,970 for FY25/26, and \$16,012 for FY26/27.

#29

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Board of Supervisors Office

Agenda Date: April 8, 2025

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Interim County Administrator is proposing to reclassify the Budget Manager position to a Budget Director position to better meet the operational needs of the Budget Office. The Human Resources Department has reviewed the request and is proposing the following position modifications: Create one (1) Budget Director position, Department Head grade 18, range \$132,505-\$178,882. Delete the Budget Manager position and transfer the Budget Manager incumbent to the Budget Director position and consider the transfer a promotion, subject to the 5% increase detailed in the Pay Adjustment Policy.

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

Fiscal Note: The estimated cost is \$3,254 for FY24/25, \$19,970 for FY25/26, and \$16,012 for FY26/27.

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
24/25	Y	0	\$3,254		Y	10109000	
25/26	Y	0	\$19,970		Y	10109000	
26/27	Y	0	\$16,012		Y	10109000	

Additional Fiscal Note Information (optional): N/A

29

RESOLUTION

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

WHEREAS, the mobile homes on the attached list have been destroyed, dismantled, or removed from their mobile home park or from Polk County; and

WHEREAS, Polk County, Iowa or private buyers may be holding tax sale certificates to some of the mobile homes on the attached list; and

WHEREAS, Iowa Code Section 435.25(3) requires the abatement of taxes when mobile homes have been removed from the County where the taxes are owing or where the treasurer determines that it is administratively impractical to pursue collection of the total amount due.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa, having been informed by the Polk County Treasurer that it is administratively impractical to pursue collection of certain taxes, interest, and costs related to the mobile homes referenced in the attached parcel list, hereby abates all taxes, together with all late interest, costs and fees on those mobile homes referenced in the attached parcel list; and

BE IT FURTHER RESOLVED that the Polk County Treasurer is directed to strike from the tax books the reference to the mobile homes referenced in the attached parcel list; and

BE IT FURTHER RESOLVED that with reference to all mobile homes on the attached list, any private tax sale buyers and the Polk County Public Works Real Estate Division are directed to return the tax sale certificates to the Polk County Treasurer to be cancelled.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Mary L. Wells
Mary L. Wells, Polk County Treasurer
Polk County Treasurer's Office

#30

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving April 8, 2025 manufactured home abatement

Agenda Date: April 8, 2025

Contact Individual: Rachelle Hunt
Assistant Treasurer
Polk County Treasurer

Previous Action taken by the Board: None

Board/Commission Actions: Approval to abate delinquent taxes and cancel Polk County tax sales against manufactured homes no longer in existence or residing in the State of Iowa.

Comply with Policy: Yes - Iowa Code Section 435.25

Background: In compliance with 435.25, Code of Iowa and in reference to all parcels listed, the Board of Supervisors shall direct the Polk County real estate department and any private buyers to return the tax sale certificates to the Treasurer to be cancelled. Furthermore, they shall direct the Treasurer to abate subsequent taxes, together with all late interest, costs and fees.

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
24/25							
25/26							
26/27							

Additional Fiscal Note Information (optional): Abate Taxes - \$573, Cancel Tax Sales - \$734

#30

Parcel Number	April 8, 2025 MH Abatement Tax Sale Year	Buyer	TS Amount	Tax and Late Interest	
205210889				\$163.00	
662	2022	Polk County	\$ 734.00	\$410.00	
			\$734	\$573.00	\$1,307

#30

RESOLUTION

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

WHEREAS, Tyler Ballard is an employee of Polk County, Iowa; and

WHEREAS, Mr. Ballard has a workers' compensation claim for injuries alleged to have been sustained on February 23, 2021, during the course of his employment; and

WHEREAS, both parties desire to settle all potential outstanding issues between them on the terms and conditions stated in a global settlement agreement and a Compromise Settlement to be filed with the County Auditor and the Iowa Workers' Compensation Commission; and

WHEREAS, Polk County Risk Management is recommending a settlement of \$125,000.00, with \$124,900.00 to be approved by the Iowa Worker's Compensation Commissioner in a Compromise Settlement and \$100.00 agreed upon in the global settlement agreement; 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 settlement agreements of Tyler Ballard's workers' compensation claim and authorizes the Chair of the Polk County Board of Supervisors to sign said agreements on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

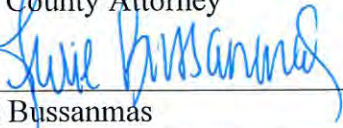
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Josie Lewis
Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Julie Bussanmas
Assistant County Attorney

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving settlement of a workers' compensation claim.

Agenda Date: April 8, 2025

Contact Individual: Julie Bussanmas
Assistant County Attorney
286-3341

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Tyler Ballard has been employed by Polk County since 2010. While performing his duties with the Sheriff's Office, he sustained an injury to his back. It is in the best interests of Polk County to settle these matters to reduce the risk of a workers' compensation commission award at hearing. Polk County will pay \$125,000.00 for the compromise settlement of his claim and a global settlement agreement for his immediate resignation.

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
24/25	Y		\$125,000.00		N	30129210.77300	
25/26							
26/27							

Additional Fiscal Note Information (optional):

#31

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, Polk County, Iowa is the owner of the facilities at the Iowa Events Center;
and,

WHEREAS, it is required that Polk County, Iowa enter into agreement directly with
beverage distribution vendors who provide services at the Iowa Events Center; and,

WHEREAS, Polk County, Iowa agrees to the terms of the attached agreement with Doll
Distributing.

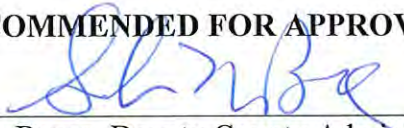
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of
the attached Agreement with Doll Distributing and authorizes the Chairperson of the Polk
County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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:

#32

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement with Doll Distributing for advertising and sponsorship at the Iowa Events Center.

Agenda Date: April 8, 2025

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: August 16, 2022

Board/Commission Actions: N/A

Action Requested (Recommended): Approve agreement

Comply with Policy: Yes

Background: Polk County, Iowa is the owner of the venues at the Iowa Events Center and is required to serve as the contracting party with the beverage vendors who operate within the Iowa Events Center.

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
25/26	N					

Additional Fiscal Note Information (optional):

#32

RESOLUTION

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

WHEREAS, in 2023 Polk County, Iowa purchased a parcel at the corner of 5th Ave and Cherry Street that gave Polk County, Iowa full ownership of the entire parking lot; and,

WHEREAS, the City of Des Moines has solicited proposals for the redevelopment of the parking lot; and,

WHEREAS, it has been recommended that Polk County, Iowa conduct a phase I environmental assessment on the entire parcel; and,

WHEREAS, Terracon has conducted a phase I environmental assessment on the smaller parcel that was purchased in 2023 and is able to conduct the same assessment on the entire parking lot; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Terracon to complete a Phase I Environmental Site Assessment at the 5th Ave and Cherry Street parking lot, owned by Polk County, Iowa 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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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: FY25/26 - \$3,500

#33

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving professional services agreement with Terracon for a phase I environmental site assessment of the Polk County owned parking lot at the corner of 5th Avenue and Cherry Street.

Agenda Date: April 8, 2025

Contact Individual: Sarah Boese
515-286-3895

Previous Action taken by the Board: May 2023

Board/Commission Actions: None

Comply with Policy: Yes

Background: In 2023 Polk County, Iowa purchased the remaining corner of a parking lot formerly owned by Wells Fargo, located at the corner of 5th Avenue and Cherry Street. This purchase created a full parcel to prepare for redevelopment. The City of Des Moines has solicited redevelopment proposals and as a next step prior to choosing a developer, it has been recommended that Polk County, Iowa conduct a phase I environmental assessment on the entire parking lot.

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
24/25			\$3,500			550270220.76280	

Additional Fiscal Note Information (optional):

#33

RESOLUTION

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

WHEREAS, 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 called the Central Iowa Source Water Research Assessment; and,

WHEREAS, the study will review existing research, identify research gaps, and create water quality improvement recommendations; and,

WHEREAS, a team of water quality experts has been assembled to conduct this work and contribute to the final reports; and,

WHEREAS, Elliot Anderson has been identified as a contributor to this project and it is the desire of Polk County to enter into a professional services agreement.

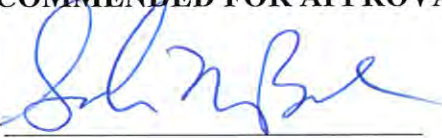
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Elliot Anderson for his participation in the Central Iowa Source Water Research Assessment, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

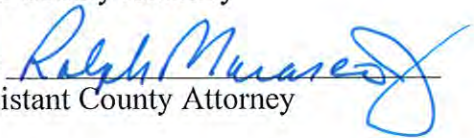
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 \$2,800

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving professional services agreement with Elliot Anderson.

Agenda Date: April 8, 2025

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. The study will review existing research, identify research gaps, and create water quality improvement recommendations. A team of water quality experts has been assembled to conduct this work and contribute to the final reports.

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
25/26			\$2,800			10109037.87553.02	

Additional Fiscal Note Information (optional):

#34

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors previously authorized the use of American Rescue Plan Act funds to complete an assessment of immigrant and refugee populations' perception of the safety of Central Iowa tap water; and,

WHEREAS, it has been found that immigrant and refugee populations spend household income on bottled water rather than using clean tap water for drinking which creates an economic burden; and

WHEREAS, Policy Works is being hired to develop an education and outreach campaign and collateral materials in support of the Immigrant and Refugee Tap Water Outreach Project; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Policy Works to complete the development of an education and outreach campaign and collateral materials in support of the Immigrant and Refugee Tap Water Outreach Project, 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 _____, 2025.

POLK COUNTY, IOWA

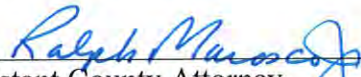
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 - \$70,000

#35

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving professional services agreement with PolicyWorks.

Agenda Date: April 8, 2025

Contact Individual: Sarah Boese
515-286-3895

Previous Action taken by the Board: December 17, 2024

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 study immigrant and refugee consumption of bottled water in Polk County. The board authorization also funded the creation of an outreach campaign to immigrant and refugee communities in cooperation with Des Moines Water Works. Policy Works is being hired to develop an education and outreach campaign and collateral materials, in support of the Immigrant and Refugee Tap Water Outreach Project. The outreach campaign will connect the Polk County and Des Moines Water Works to community partners to share reliable information about using tap water for drinking, rather than relying on bottled water which can become an economic burden for households.

Action Impact: Approve professional services agreement.

Fiscal Note: Use general funds made available by offsetting American Rescue Plan Act lost revenue funds.

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
24/25			\$70,000			10109037.87553.02	

Additional Fiscal Note Information (optional):

#35

RESOLUTION

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

WHEREAS, 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 called the Central Iowa Source Water Research Assessment; and,

WHEREAS, the Polk County Board of Supervisors previously approved \$1 million of general funds made available by offsetting American Rescue Plan Act lost revenue funds to conduct a study that will review existing research, identify research gaps, and create water quality improvement recommendations; and,

WHEREAS, a team of water quality experts has been assembled to conduct this work and contribute to the final reports; and,

WHEREAS, SME will assist in the development of educational material assets including, but not limited to adaptable PowerPoint slide deck, Assessment Report Fly Sheets (one-pagers), a press release, social media posts and supporting graphics, short form scripts/storyboards for video asset development; and,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement For Services with SME for Communication Support Services regarding the Central Iowa Source Water Research Assessment, 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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, 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: FY25/26 - \$15,000

#36

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement For Services with SME for Communication Support Services for the Central Iowa Source Water Research Assessment initiative.

Agenda Date: April 8, 2025

Contact Individual: Sarah Boese
515-286-3895

Previous Action taken by the Board: August 27, 2024

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. The study will review existing research, identify research gaps, and create water quality improvement recommendations. A team of water quality experts is being assembled to conduct this work and contribute to the final reports. SME services to include development of educational material assets including, but not limited to adaptable PowerPoint slide deck, Assessment Report Fly Sheets (one-pagers), a press release, social media posts and supporting graphics, short form scripts/storyboards for video asset development.

Action Impact: Approve professional services agreement.

Fiscal Note: Use general funds made available by offsetting American Rescue Plan Act lost revenue funds.

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
24/25			\$15,000			10109037.87553.02	

Additional Fiscal Note Information (optional):

#30

RESOLUTION

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

WHEREAS, Polk County, Iowa is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury and is investing in community projects that will increase the number of affordable housing units available countywide; and,

WHEREAS, the Board of Supervisors has been presented with a range of projects that would be eligible and impactful uses of ERA2 funds; and,

WHEREAS, Urban Dreams is proposing the development of a 6 unit complex of affordable housing at or below 50% AMI at their property at 1411 at 1419 7th Street in Des Moines; and,

WHEREAS, the Board of Supervisors is recommending approval of funding in the amount of \$1,000,000 to the Urban Dreams project pending additional legal review and execution of a funding agreement:

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves funding the Urban Dreams project in the amount of \$1,000,000 and directs staff to engage with RSM and the Polk County Attorney to draft funding agreements.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

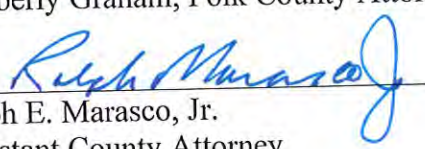
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


By: Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham, Polk County Attorney

By: 
Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: \$1,000,000 from ERA2 upon future execution of funding agreements

37

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Emergency Rental Assistance 2 expenditures to Urban Dreams for the development of affordable housing.

Agenda Date: April 8, 2025

Contact Individual: Sarah Boese, Deputy County Administrator
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: None

Status: New

Background: Polk County is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury. The initial 75% of the \$62 million received was administered by Impact Community Action Partnership to support direct rental assistance. The remaining 25% will be used to support the creation of additional affordable units within Polk County.

Action Impact: Approve projects

Fiscal Note: Disbursement contingent upon legal/external auditor review and execution of funding agreement

Fiscal Year	Current Expense Budget	Requested Expense Increase/- Decrease	Current Revenue Budget	Requested Revenue Increase/- Decrease	# of New Position(s) Requested	Expense Account Code	Revenue Account Code
24/25	\$	\$1,000,000	\$	\$	0	40263415.77440	

37

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 28, 2025 through June 1, 2025 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 80 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 2025 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.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors



RECOMMENDED FOR APPROVAL:

By: _____

Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____

Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$75,000.00 FY24/25

#38

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 8, 2025

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 9, 2024 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 2025 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
24/25	Y	0	\$75,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

#38

RESOLUTION

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

WHEREAS, Capital City Pride Des Moines is a 501(c)(3) non-profit and has applied for a Polk County Community Development Grant requesting Polk County to be a presenting sponsor for PrideFest 2025. The three-day festival includes a parade, live entertainment, Family Zone, pet parade and 5k run/walk. The event will be held June 6 through June 8, 2025 in the Historic East Village of downtown Des Moines, Polk County, Iowa; and

WHEREAS, the Capital City Pride Des Moines hosts PrideFest, one of Iowa's largest festivals; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Capital City Pride Des Moines to award grant funds to participate as a presenting sponsor for PrideFest 2025; and

WHEREAS, the Capital City Pride Des Moines serves a public purpose by providing a free-to-attend festival for the entire region. The event also contributes to economic vitality in Polk County, Iowa; and

WHEREAS, pursuant to the Agreement for a Community Development Grant Award, the grant funds shall only be used for security and other costs related to the event; 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 \$65,000.00 to Capital City Pride 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

Matt McCoy, Chair
Polk County Board of Supervisors

#39

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 \$65,000.00 FY24/25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Capital City Pride Des Moines, a 501(c)(3) non-profit organization.

Agenda Date: April 8, 2025

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

Previous Action taken by the Board: Sponsorship Award on March 11, 2025 for \$5,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Capital City Pride Des Moines has applied for a Polk County Community Development Grant requesting Polk County to be a presenting sponsor for PrideFest 2025. The three-day festival includes a parade, live entertainment, Family Zone, pet parade and 5k run/walk. The event will be held June 6 through June 8, 2025 in the Historic East Village of downtown Des Moines, Polk County, Iowa. Polk County funding is directed toward the safety and security of the event.

Capital City Pride Des Moines serves a public purpose by providing a free-to-attend festival for the entire region. The event also contributes to economic vitality in Polk County, Iowa

Action Impact: The adoption of this resolution will award \$65,000.00 of gaming revenue to Capital City Pride Des Moines 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
24/25	Y	0	\$65,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

#39

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 24-25 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 \$112,605.92 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 8, 2025

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 25, 2025 for \$2,000.00.

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 FY24-25 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 \$112,605.92 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
24/25		\$112,605.92		N	40109033.79410	

Additional Fiscal Note Information (optional):

#40

Community Betterment Grant Awards
April 8, 2025

Altoona Police Department	\$5,500.00
Altoona Fire Department	\$10,000.00
Ankeny Area Chamber of Commerce	\$5,500.00
Ankeny Area Historical Society	\$5,000.00
Ankeny Business & Industry Collaborative	\$5,000.00
Ankeny Community School District (Ankeny High School PEOPLE PE)	\$8,000.00
Capital City Pride Des Moines	\$8,000.00
City of Ankeny (Ankeny Police Department)	\$9,853.00
City of Elkhart	\$10,000.00
City of Mitchellville	\$8,267.50
Dragon Scholarship Fund	\$4,000.00
FOCUSS Inc.	\$10,000.00
Friends of the Polk City Community Library fiscal agent for Polk City	\$3,000.00
Mosaic in Central Iowa	\$3,000.00
North Polk Community School Foundation	\$4,390.42
On With Life Foundation	\$7,595.00
Queen Sisterz Nonprofit Organization	\$500.00
Rotary Club of Ankeny	\$5,000.00
TOTAL	\$112,605.92

#40

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 FY24/25 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.

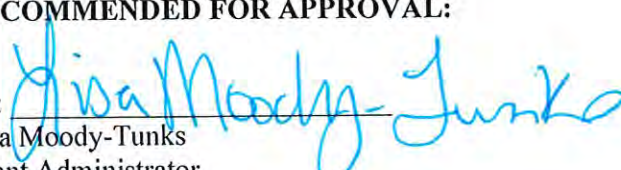
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$32,500.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$32,500.00 total in funds allocated for the attached Community Sponsorship Award List.

#41

Sponsorship Awards

April 8, 2025

Above + Beyond Cancer	\$3,000.00
Des Moines Refugee Support	\$2,750.00
Drake University - The Robert D. and Billie Ray Center	\$2,500.00
Fi & Friends	\$2,250.00
Iowa Latino Community Center	\$500.00
Iowa Poetry Association	\$3,000.00
Keep Iowa Beautiful	\$5,000.00
Mind & Spirit Counseling Center (f/k/a Des Moines Pastoral Counseling Center)	\$2,500.00
Pleasant Hill Chamber of Commerce	\$2,000.00
Thompson Family Foundation	\$2,500.00
Uptown Ankeny, Inc.	\$5,000.00
Variety - The Children's Charity	\$1,500.00
TOTAL	\$32,500.00

#41

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: April 8, 2025

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

Previous Action taken by the Board: Sponsorship Awards approved March 25, 2025 for \$3,000.00.

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 \$32,500.00 of gaming revenue to sponsor various non-profit events or initiatives in 2025.

Action Impact: Passing of this resolution will award \$32,500.00 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
24/25		\$32,500.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

#41

RESOLUTION

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

WHEREAS, the Italian American Cultural Center of Iowa is conducting a capital campaign to raise funds for the construction of a new cultural center; and,

WHEREAS, the new cultural center will consist of space for a museum, education suite, event space, courtyard, cooking classroom, café, a bocce pavilion and a historic mansion with suites and offices.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves funding in the amount of \$1,000,000 towards the construction of a new Italian American Cultural Center of Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Frank Marasco
Interim County Administrator

FISCAL NOTE: FY25/26 \$500,000
FY26/27 \$500,000
To be paid from gaming revenue

#42

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving funding to the Italian American Cultural Center.

Agenda Date: April 8, 2025

Contact Individual: Frank Marasco

Previous Action taken by the Board: NA

Board/Commission Actions: NA

Comply with Policy: Yes

Background: The Italian American Cultural Center is undergoing a capital campaign to build a new cultural center that will have space for a museum, education suite, event space, courtyard, cooking classroom, café, a bocce pavilion and a historic mansion with suites and offices.

Action Impact: To be paid from gaming revenue.

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
25/26	Y	N	\$500,000			TBD	
26/27		N	\$500,000				

Additional Fiscal Note Information (optional):

#42

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has the responsibility and authority 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

Prairie Meadows Board of Directors

Tim Goodwin (Completing term of Ken Sagar)
Tony Bisignano (completing term of John Mauro)
Tom Timmons (completing term of Linda Grandquist)
Jeremy Hamp (completing term of Jim Gorsche)

11/30/2025
11/30/2025
11/30/2026
11/30/2027

POLK COUNTY

Matt McCoy, Chair

SUBMITTED BY:



Frank Marasco
Interim County Administrator

FY25/26 #
Fiscal Impact: None

#43

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 8, 2025

Contact Individual: Frank Marasco
Board of Supervisors
286-3301

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 and replaces 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
24/25						

Additional Fiscal Note Information (optional):

MEMORANDUM OF APPOINTMENTS
April 8, 2025

KEY

N - New Hire S - Salary Change
P - Promotion O - Other
T - Transfer * - Plus Cola

DATE	NAME	DEPARTMENT	JOB TITLE	GRADE	STEP	SALARY BASE	KEY	REMARKS
4/21/2025	Baker, Casey	Sheriff	Jail Food Services Aide 10041051	A6		\$48,007	N	Rep. K. Sims transfer 3/22/25.
4/19/2025	Bisignano, Emily	Auditor	Elections Office Clerk On-Call 20018001	A4		\$19,722	O	Fr. Administrative Support Assistant, A5 @ \$66,349. Voluntary demotion.
4/15/2025	Bretz, Juli	Medical Examiner	Medicolegal Death Investigator 10471110	A11		\$70,537	P	Fr. On-Call Counselor, A11 @ \$35,109. Rep. B. Drennen voluntary demotion 1/25/25.
4/8/2025	Brichetto, Jessica	General Services	Building Technician 10273104	A5		\$44,451	N	Rep. J. Morano transfer 3/22/25.
4/11/2025	Cox, Mary	CFYS	Senior Services Site Supervisor 10233402	M10	MAX	\$88,172	S	Merit increase, fr. Senior Services Site Supervisor, M10 @ \$87,596. PAF and eval on file.
4/19/2025	Gowdy, Vince	General Services	Building Services Supervisor 10273104	M13		\$91,897	P	Fr. Carpenter, A10 @ \$87,521. Rep. A. Scaglione term 3/28/25.
2/28/2025	Horman, Scott	Information Technology	Deputy Director IT 10289112	M19		\$187,132	O	Extraordinary Pay pursuant to the pay adjustment policy. Retro to 2/28/25.
3/5/2025	Horman, Scott	Information Technology	Deputy Director IT 10289112	M19		\$194,617	S	Merit increase, fr. Deputy Director IT, M19 @ \$187,132. PAF and eval on file. Retro to 3/5/2025.
4/9/2025	Kincaid, Kraig	Human Resources	On-Call Security Officer 30129210	A8		\$26,830	N	On-Call.
3/22/2025	Lucas, Hayden	General Services	Facilities Maintenance Specialist 10279106	A8		\$55,995	P	Fr. Building Technician, A5 @ \$46,301. Rep. T. Wong transfer 3/22/25. Promotion approved on 3/11/25 MOA. Salary correction only.

#50

11/2/2024	Mohr, Mark	Sheriff	Sheriff 2nd Deputy 10041001	AD31	\$163,471	S	Assignment of appointed Deputy salary from 74% to 77% per Sheriff authority as provided in Iowa Code Chapter 331.904. Retro to 11/02/24.
4/19/2025	Rathjen, Cole	CFYS	Youth Services Aide 10233302	A7	\$51,847	P	Fr. Youth Services Worker PT <30 Hours, A9 @ \$28,977. Rep. B. Turner term 3/27/25.
4/1/2025	Schutte, Robert	Sheriff	Sergeant 10041001	M14	\$99,282	S	Merit increase, fr. Sergeant, M14 @ \$95,463. PAF and eval on file. Retro to 4/1/25.
4/19/2025	Sharp, Tory	Treasurer	Treasurer Supervisor 10038100	M13	\$83,799	P	Fr. Vehicle Specialist, A9 @ \$60,839. Rep. R. Fazio term 3/24/25.
3/28/2025	Sweeney, Patrick	Veterans Affairs	Executive Director VA 10453200	M16	\$146,027	S	Merit increase, fr. Executive Director VA, M16 @ \$140,411. PAF and eval on file. Retro to 3/28/25.
4/19/2025	Van Brocklin, Deana	County Attorney	Administrative Support Specialist 20051410	A6	\$52,808	P	Fr. On-Call Counselor, A11 @ \$35,109 Rep. R. Strong prom 3/8/25. 10% salary increase for previous experience. Salary within range per AFSCME MOU.
11/2/2024	VanHoozer, Shawn	Sheriff	Sheriff 2nd Deputy 10041061	AD31	\$163,471	S	Assignment of appointed Deputy salary from 74% to 77% per Sheriff authority as provided in Iowa Code Chapter 331.904. Retro to 11/02/24.
4/9/2025	Williams, Rochelle	Medical Examiner	Senior Medicolegal Death Investigator 10471110	A12	\$76,180	P	Fr. On-Call Registered Nurse, A12 @ \$36,503. Rep. K. Drewry term 7/14/23.

Moved by _____, Seconded by _____
That the following RESOLUTION be adopted: BE IT FURTHER RESOLVED THAT the individuals named on this Memorandum be approved for personnel actions as indicated above.



Josie Lewis, Director of Human Resources

#50