

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE – ROOM 120
MARCH 12, 2024 9:30 A.M.**

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

5. **PUBLIC COMMENTS**

PERMITS

6. New application for Iowa Retail Cigarette/Tobacco/Nicotine/Vapor Permit for Liquor Land, 4995 Merle Hay Road.

RESOLUTIONS

- *7. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for April 23, 2024 to approve Storm Sewer Easement, Temporary Easement for Construction and Construction Related Activities to the City of Pleasant Hill (Gay Lea Wilson Trail near NE 56th Street).
- *8. Resolution awarding contract to Manatt's Inc for HMA resurfacing on NE 42nd Street (project no. STP-S-C077(242)—5E-77).
- *9. Resolution approving Professional Services Agreement with WHKS & Co. for design services for replacement of bridge (BR6676 on NE Devotie Dr).
- *10. Resolution approving non-profit vendor agreement with Swanson Productions (for climate planning outreach registration Spring 2024).
- *11. Resolution approving agreement with Houston Engineering Inc for Eastern Polk County Stream Restoration Project.
- *12. Resolution approving water main connection agreement for property at 5606 SE Robbie Road, Carlisle (Michael/Judith Williams).
13. Resolution approving cancellation of special weed assessment (1010 Amos Ave).
- *14. Resolution authorizing approvals and denials of property tax exemptions for portions of properties containing recreational lakes, forest covers, rivers and stream banks and open prairies.
15. Resolution creating side-by-side position within the Auditor's Office.
16. Resolution reclassifying position within Behavioral Health and Disability Services Department.
17. Resolution deleting position within the Conservation Department.

- *18. Resolution approving Professional Services Agreement with All Clear Emergency Management Group, LLC (table top exercise and after-action report).
- 19. Resolution approving recommendation of the Soil and Water Conservation District Commissioner for allowances and disallowances of the Impoundment Structures Exemption.
- *20. Resolution approving agreement with E & J Gallo Winery for sponsorship at Iowa Events Center.
- *21. Resolution approving Community Sponsorship awards.
- 22. Resolution approving Community Betterment Grant awards.

COMMUNICATIONS

- 23. Notice that the Board of Supervisors will convene as a Canvassing Board on March 26, 2024 to canvass votes cast for the Des Moines Special Election held March 19, 2024.
- *24. City of Alleman Urban Service Area Boundary and Annexation Moratorium communication.
- *25. City of Mitchellville hearing notice concerning a Boundary Adjustment Annexation Moratorium Agreement.

BUDGET ACTIONS

- *26. Memorandum of Budget Actions.

APPOINTMENTS

- *27. Memorandum of Appointments.

ADJOURNMENT

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

**Live stream the Board of Supervisors meeting at:
<https://www.youtube.com/watch?v=C7lMKx6XCok>**

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, the City of Pleasant Hill, Iowa requests Polk County and the Polk County Conservation Board grant a Storm Sewer Easement and Temporary Easement for Construction and Construction Related Activity Polk County Conservation Board managed land known as the Gay Lea Wilson Trail in Polk County, Iowa; and

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

Legal Description:

STORM EASEMENT DESCRIPTION

A PART OF PARCEL "E" AS RECORDED IN BOOK 8334, PAGE 2 OF THE POLK COUNTY RECORDER'S OFFICE ALSO BEING A PART OF THE SOUTHEAST 1/4 OF SECTION 34, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF PLEASANT HILL, POLK COUNTY, IOWA DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 34; THENCE SOUTH 0°11'15" EAST ALONG THE EAST LINE OF SAID SOUTHEAST 1/4, A DISTANCE OF 645.01 FEET; THENCE SOUTH 89°48'45" WEST, 50.00 FEET TO THE WEST RIGHT-OF-WAY LINE OF NE 56TH STREET AND TO THE POINT OF BEGINNING; THENCE NORTH 41°17'23" WEST, 99.73 FEET; THENCE NORTH 73°43'53" WEST, 50.31 FEET; THENCE NORTH 16°16'07" EAST, 20.00 FEET; THENCE SOUTH 73°43'53" EAST, 56.13 FEET; THENCE SOUTH 41°17'23" EAST, 82.62 FEET TO SAID WEST RIGHT-OF-WAY LINE; THENCE SOUTH 0°11'15" EAST ALONG SAID WEST RIGHT-OF-WAY LINE, 30.42 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.07 ACRES (2,888 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

TEMPORARY CONSTRUCTION EASEMENT DESCRIPTION

A PART OF PARCEL "E" AS RECORDED IN BOOK 8334, PAGE 2 OF THE POLK COUNTY RECORDER'S OFFICE ALSO BEING A PART OF THE SOUTHEAST 1/4 OF SECTION 34, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF PLEASANT HILL, POLK COUNTY, IOWA DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 34; THENCE SOUTH 0°11'15" EAST ALONG THE EAST LINE OF SAID SOUTHEAST 1/4, A DISTANCE OF 654.59 FEET; THENCE SOUTH 89°48'45" WEST, 50.00 FEET TO THE WEST RIGHT-OF-WAY LINE OF NE 56TH STREET AND TO THE POINT OF BEGINNING; THENCE SOUTH 89°48'52" WEST, 125.88 FEET; THENCE NORTH 0°11'08" WEST, 140.00 FEET; THENCE NORTH 89°48'57" EAST, 125.87 FEET TO SAID WEST RIGHT-OF-WAY LINE; THENCE SOUTH 0°11'15" EAST ALONG SAID WEST RIGHT-OF-WAY LINE, 100.00 FEET; THENCE NORTH 41°17'23" WEST, 82.62 FEET; THENCE NORTH 73°43'53" WEST, 56.13 FEET; THENCE SOUTH 16°16'07" WEST, 20.00 FEET; THENCE SOUTH 73°43'53" EAST, 50.31 FEET; THENCE SOUTH 41°17'23" EAST, 99.73 FEET TO SAID WEST RIGHT-OF-WAY LINE; THENCE SOUTH 0°11'15" EAST ALONG SAID WEST RIGHT-OF-WAY LINE, 9.58 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.34 ACRES (14,735 S.F.).

#7

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

WHEREAS, the Polk County Conservation Board determined at its February 14, 2024 meeting that the requested easement will not interfere with park intent or purposes; and

WHEREAS, a public hearing on the proposed easement conveyance is necessary for the disposition of property and has been scheduled for 9:30 a.m. on April 23, 2024 at the regularly scheduled meeting of the Polk County Board of Supervisors, Polk County Administrative Office Building, Room 120, 111 Court Avenue, Des Moines, Iowa; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes the Polk County Auditor to publish the attached notice of hearing, and to furnish the Polk County Conservation Board with an affidavit of publication.

Approved this ____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Richard Leopold, Director
Polk County Conservation Board

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 setting a Public Hearing to approve a Storm Sewer Easement and Temporary Easement for Construction and Construction Related Activities to the City of Pleasant Hill, Iowa on land known as the Gay Lea Wilson Trail near the intersection of NE 56th Street and the Gay Lea Wilson Trail.

Agenda Date: 03/12/2024

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

Previous Action taken by the Board: None.

Board/Commission Actions: On February 14, 2024 with **Roll Call 24-0213** the Polk County Conservation Board approved the recommendation to the Polk County Board of Supervisors to approve the Storm Sewer Easement to the City of Pleasant Hill as this will not interfere with the intent or purposes of the parkland.

Comply with Policy: Yes

Background: The City of Pleasant Hill is performing repairs and upgrades to the City's Storm Sewer infrastructure to improve drainage. These improvements will benefit the City and Polk County Conservation by reducing erosion on our property.

Action Impact: None.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24							
24/25							
25/26							

Additional Fiscal Note Information (optional):

NOTICE FOR PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held on April 23, 2024 at 9:30 A.M. at the regularly scheduled meeting of the Polk County Board of Supervisors, Room 120, Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, 50309, regarding the conveyance of a Storm Sewer easement to the City of Pleasant Hill, Iowa on Board-managed land known as the Gay Lea Wilson Trail; and,

Legal Description:

STORM EASEMENT DESCRIPTION

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PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

Persons wishing further information should contact the Polk County Conservation Board, Office of the Director, 515-323-5300.

R E S O L U T I O N

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

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

STP-S-C077(242)--5E-77 HMA Resurfacing on NE 42nd St

WHEREAS, this project was publicly let for bids and included in the February 20, 2024 Iowa Department of Transportation letting with the following results:

Project STP-S-C077(242)--5E-77:

Manatt's, Inc.	\$447,365.58;
OMG Midwest, Inc., D/B/A Des Moines Asphalt & Paving	\$490,551.09;
Inroads, LLC	\$503,909.04; and
Grimes Asphalt and Paving Corporation	\$534,209.40;

WHEREAS, it is the recommendation of the Public Works Department to accept the bid from Manatt's, Inc. in the amount of \$447,365.58 for Project No. STP-S-C077(242)--5E-77; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards this project to Manatt's, Inc in the amount of four hundred forty-seven thousand three hundred sixty-five dollars and 58/100's (\$447,365.58) for Project No. STP-S-C077(242)--5E-77; and

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

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

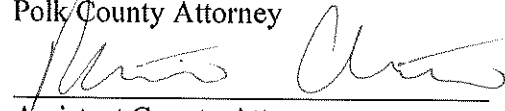


Bret VandLune, Director
Polk County Public Works Department

#8

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

A handwritten signature in cursive script, appearing to read 'Kimberly Graham', is written over a horizontal line.

Assistant County Attorney

FISCAL IMPACT: Construction costs to be funded using Federal Aid STBG funds of \$360,000 previously awarded to Polk County and farm-to-market funds for the remaining.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 43-24 to award contract for Project No. STP-S-C077(242)--5E-77, HMA Resurfacing on NE 42nd St to Manatt's, Inc.

Agenda Date: March 12, 2024

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

Previous Action taken by the Board: Resolution 171-23 approved the Iowa Department of Transportation Funding Agreement for the HMA Resurfacing on NE 42nd St project.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution accepts the bids and awards the project to Manatt's, Inc, approves the terms of the contract, adopts the contract, authorizes temporary closure of roadways, 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 DOT's Doc Express system, and authorizes Public Works to administer the terms of the contract.

Comply with Policy: Yes

Background: Project No. STP-S-C077(242)--5E-77 is included in the approved 2023/24 Polk County Five (5) Year (2023-2028) Farm-To-Market and Secondary Road Capital Improvements Program and was publicly let for bids on the February 20, 2024 Iowa Department of Transportation letting with Manatt's, Inc submitting the most responsive and responsible bid for the project. It is the recommendation of the Public Works Department to accept the bid from Manatt's, Inc.

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

Fiscal Note: Construction costs to be funded using Federal Aid STBG funds of \$360,000 previously awarded to Polk County and farm-to-market funds for the remaining.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$87,365.58	N/A	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the bridge replacement of BR6676 on NE Devotie Dr is included in the approved 2023/24 Polk County Five (5) Year (2023-2028) Farm-To-Market and Secondary Road Capital Improvements Program; 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: Cost not-to-exceed \$85,500 plus 10% administrative charge.

#9

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 46-24 to approve the Professional Services Agreement with the firm of WHKS & Co. for design services for the replacement of BR6676.

Agenda Date: March 12, 2024

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

Action Requested (Recommended): Approve the terms of the Professional Services Agreement for completed bridge rating services with the firm of WHKS & Co., authorize the Chair of the Polk County Board of Supervisors to execute the Professional Services Agreement on behalf of Polk County, Iowa, direct the Public Works Department to return a copy of the agreement to WHKS & Co., and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: The BR6676 bridge replacement project is in the approved 2023/24 Polk County Five (5) Year (2023-2028) Farm-To-Market and Secondary Road Capital Improvements Program.

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

Fiscal Note: \$85,500 plus 10% for design services.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	NA	\$30,000	N	N		
24/25		\$64,050				

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County has committed to leading regional collaboration to create positive change and planning for our region's future; and

WHEREAS, the United States Environmental Protection Agency's Climate Pollution Reduction Grant (CPRG) program provides grants to states, local governments, tribes, and territories to develop and implement plans for reducing greenhouse gas emissions and other harmful air pollution; and

WHEREAS, Polk County, Iowa, 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's approved Climate Pollution Reduction Grant workplan and budget allows for entrance fees and registrations for outreach and engagement events; and

WHEREAS, Swanson Productions, LLC is hosting the Greenbelt Music Festival in Clive, Iowa May 17-18, 2024; and

WHEREAS, the Polk County Public Works Department seeks to register as a non-profit vendor to conduct outreach and engagement with the attending public at Greenbelt Music Festival.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the non-profit vendor agreement with Swanson Production for regional climate planning outreach and engagement purposes at the Greenbelt Music Festival in Clive, Iowa on May 17 & 18, 2024, agrees to pay the \$300 registration fee by April 1, 2024, and authorizes the Chair of the Polk County Board Supervisors to sign said Agreement on behalf of Polk County, Iowa.

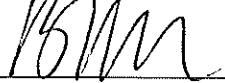
BE IT FURTHER RESOLVED that the Public Works Department is authorized to execute the terms of the agreement and engage in the outreach contemplated at the Greenbelt Music Festival.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

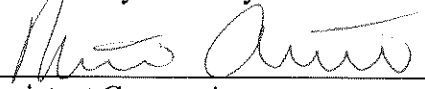
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 42-24 to approve the non-profit vendor agreement between Polk County and Swanson Productions for climate planning outreach registration in Spring 2024.

Agenda Date: March 12, 2024

Contact Individual: Allison van Pelt, Sustainability Planner, Polk County Public Works Department, 515-286-3277

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves the non-profit vendor agreement between Polk County and Swanson Productions and authorizes the Polk County Public Works Department to administer and amend the terms of the agreement.

Comply with Policy: Yes

Background: Polk County has elected to be the lead agency for the US EPA Climate Pollution Reduction Grant for the Des Moines, IA metropolitan statistical area. By entering into this agreement, Polk County Public Works Department will conduct outreach and engagement with regards to the grant listed above. In May 2024, this outreach will be in coordination with Swanson Productions.

Action Impact: Resolution approves agreement and allows Public Works to administer and amend services as per the terms and conditions of the agreement.

Fiscal Note: Funding will be tracked and managed through Public Works.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$300.00	\$300.00	N		

Additional Fiscal Note Information (optional): This agreement's cost will be funded through US EPA Climate Pollution Reduction Grant award.

R E S O L U T I O N

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

WHEREAS, Polk County, Iowa, 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 is leading a targeted stream restoration project to protect infrastructure, reduce stream restoration, and improve water quality, referred to as the Eastern Polk County Stream Restoration Project; and

WHEREAS, Polk County has approved \$1,500,000 in special projects funding to support the effort; and

WHEREAS, Polk County approved an amendment to the Wetland Funding Agreement with the Iowa Department of Agriculture and Land Stewardship (IDALS) to allow for additional funding to be used for stream restoration projects; and

WHEREAS, IDALS has approved to provide up to \$10 million in funding towards the Eastern Polk County Stream Restoration Project, of which will cover 75% of design and permitting costs; and

WHEREAS, Houston Engineering Inc, has provided a scope and agreement to complete design and permitting for an estimated fee of \$3,413,640.

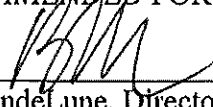
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the Services Agreement between Polk County, Iowa and Houston Engineering Inc., authorizes the Chair of the Polk County Board of Supervisors to Execute the Agreement on Polk County's behalf, and authorizes the Public Works Department to administer the Agreement and approve future scope changes on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

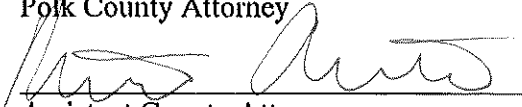
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

#11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 44-24 to approve Agreement for Services with Houston Engineering, Inc. for the Eastern Polk County Stream Restoration Project.

Agenda Date: March 12, 2024

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

Board/Commission Actions: Res. No. 38-24 dated February 27, 2024 approving funding agreement with Iowa Department of Agriculture and Land Stewardship (IDALS).

Action Requested (Recommended): Resolution approves the Agreement with Houston Engineering, approves the terms of the agreement, authorizes the Chair to sign on behalf of Polk County, and authorizes Public Works to administer the terms of the agreement.

Comply with Policy: Yes

Background: Polk County worked to develop targeted stream restoration projects in Eastern Polk County that will be funded in partnership with local cities and IDALS. This agreement will fund the remaining permitting and design of projects.

Action Impact: Resolution approves agreement and allows Public Works to administer services as per the terms and conditions of the agreement.

Fiscal Note: This project will be funded through the Special Projects- Eastern Polk County Project.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$1,189,430	\$892,072.50	N		
24/25	Y	\$1,112,105	\$834,078.75	N		
25/26	Y	\$1,112,105	\$834,078.75	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Michael L. & Judith A. Williams desire connection to the water main constructed through a Cooperative Service Agreement between Polk County and the City of Carlisle for Avon Lake residents, with said water main to be maintained by the City of Carlisle, for the property described as:

LT 19 & N 1/2 LT 20 BLK A AVON GARDENS, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA;

in accordance with the attached Water Main Connection Agreement between Polk County and Michael L. & Judith A. Williams; and

WHEREAS, Michael L. & Judith A. Williams desire to pay the water main connection fee over a 10-year period in accordance with the County Water and Sewer Policy.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached Water Main Connection Agreement between Polk County and Michael L. & Judith A. Williams, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

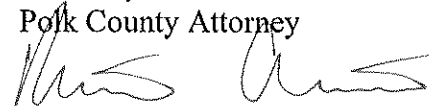
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: No cost to the County

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 45-24 approving a water main Connection Agreement with Michael L. & Judith A. Williams for water connection to the Avon Lake water project to serve their property at 5606 SE Robbie Road, Carlisle.

Agenda Date: March 12, 2024

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

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

Action Impact: Approval provides public water service to the property at 5606 SE Robbie Road, and facilitates payment of the current connection amount of \$5,304.50 over a 10-year period, including 10% down payment and 4% interest over the remaining 9-years, as permitted by the Polk County Water and Sewer Policy.

Action Requested: Approval of the Connection Agreement.

Fiscal Note: Fee of \$5,304.50.00 plus 4.0% interest to be reimbursed to Economic Development Fund.

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

Additional Fiscal Note Information (optional): None

RESOLUTION

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

WHEREAS, the following property:

Address	District/Parcel	Geo-Parcel	Certificate No.
1010 AMOS AVE DES MOINES	12004974001000	782433327022	001114667900

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

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

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

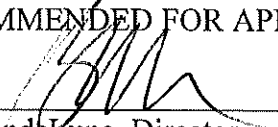
NOW, THEREFORE BE IT RESOLVED that the above referenced certification be cancelled, including interest and fees and that the Polk County Auditor and Polk County Treasurer are directed to strike said assessment from the tax books of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

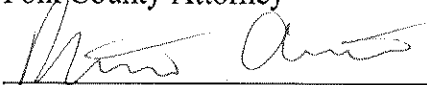
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution WC-1-24 Request for cancellation of Special Weed Assessment.

Agenda Date: March 12, 2024

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

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

Board/Commission Actions: N/A

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

Comply with Policy: Yes

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

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

Fiscal Note: None

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Iowa Code Section 427.1(22) allows Polk County, Iowa, through its Board of Supervisors, to issue property tax exemptions ("the tax exemption") for portions of properties containing recreational lakes, forest covers, rivers and stream banks, and open prairies that provide a wildlife habitat or erosion control and are not utilized for economic gain; and

WHEREAS, the Polk Soil and Water Conservation District has determined the eligibility of the properties in the forwarded applications for the tax exemption for fiscal year 2024 pursuant to Iowa Code Section 427.1(22); and

WHEREAS, Polk County Public Works has further reviewed the applications for the tax exemption for fiscal year 2024 pursuant to Iowa Code Section 427.1(22).

NOW, THEREFORE BE IT RESOLVED by Polk County, Iowa that the 52 certified applications pursuant to Iowa Code Section 427.1(22) for the parcels attached hereto and noted in black on the attached spreadsheet are approved for the property tax exemption for fiscal year 2024.

BE IT FURTHER RESOLVED by Polk County, Iowa that the 2 certified applications pursuant to Iowa Code Section 427.1(22) for the parcels attached hereto and noted in red on the attached spreadsheet are hereby denied for property tax exemption for fiscal year 2024.

BE IT FURTHER RESOLVED by Polk County, Iowa that this resolution shall serve as notification of Polk County's action and that the Polk County Assessor shall proceed accordingly to reflect said exemptions on the designated parcels and send this notification to affected property owners.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 47-24 Approvals and denials of property tax exemptions pursuant to Iowa Code Section 427.1(22).

Agenda Date: March 12, 2024

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

Board/Commission Actions: Polk SWCD approved and denied exemptions for properties as set forth on the attached spreadsheet.

Action Requested (Recommended): Iowa Code Section 427.1(22) allows for a natural resource, open prairie and forest cover tax exemption when applied for by property owners. The Polk County Soil and Water Conservation District must approve of said tax exemptions based upon statutory criteria. Additionally, the Polk County Public Works Department has reviewed the exemption requests for compliance with Iowa Code Section 427.1(22). The Public Works Department and Polk Soil and Water Conservation District recommend 52 parcels receive the natural resource, open prairie and forest cover tax exemption based on property owner applications. The Public Works Department and Polk Soil and Water Conservation District recommend 2 parcels do not receive the natural resource, open prairie and forest cover tax exemption based on property owner applications. This resolution approves and denies the exemption requests and directs the Polk County Assessor to take appropriate action.

Comply with Policy: Yes

Background: See above.

Fiscal Note:

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

RESOLUTION

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

WHEREAS, the Chief Assistant County Clerk intends to retire in December of 2024, and

WHEREAS, the Auditor considers this position critical to county-wide operations and is requesting a temporary position for a period not to exceed forty (40) weeks, and

WHEREAS, the Chief Assistant County Clerk position will be reclassified to a Second Deputy position upon vacancy per resolution August 25, 2020, and

WHEREAS, the Auditor is requesting the following position modification:

- Create one (1) temporary Second Deputy Auditor position, Appointed, \$114,838 annual salary, for a period not to exceed forty (40) weeks.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph M. M... J
Assistant County Attorney

FISCAL NOTE: The estimated cost is \$30,695 for FY23/24 and \$97,272 for FY24/25.

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Auditor's Office

Agenda Date: March 12, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) temporary Second Deputy Auditor position, Appointed, \$114,838 annual salary, for a period not to exceed forty (40) weeks.

Comply with Policy: Yes

Background: The Chief Assistant County Clerk intends to retire in December 2024. The Chief Assistant County Clerk position will be reclassified to a Second Deputy position upon vacancy per resolution August 25, 2020. The Auditor considers this position critical to county-wide operations and is requesting a temporary position for a period not to exceed forty (40) weeks.

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

Fiscal Note: Estimated cost is \$30,695 for FY23/24 and \$97,272 for FY24/25.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	1	\$30,695		Y	10019011	
24/25	Y	1	\$97,272		Y	10019011	
25/26	N				N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

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

WHEREAS, an Office Generalist position became vacant February 22, 2024, and

WHEREAS, the CEO is recommending restructuring of the position duties to include the assignment of social worker duties to address an increase of client inquiries and coordination requests, and

WHEREAS, the proposed duties align with the existing classification of BHDS Coordination Specialist, and

WHEREAS, the CEO is requesting the following position modification:

- Reclassify one (1) Office Generalist position, AFSCME grade 9, range \$42,791-\$55,656, to one (1) BHDS Coordination Specialist, AFSCME grade 19, range \$67,280-\$88,172.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munn
Assistant County Attorney

FISCAL NOTE: Estimated costs are covered
by state funding.

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: March 12, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Reclassify one (1) Office Generalist position, AFSCME grade 9, range \$42,791-\$55,656, to one (1) BHDS Coordination Specialist position, AFSCME grade 19, range \$67,280-\$88,172.

Comply with Policy: Yes

Background: The Chief Executive Officer of the Behavioral Health and Disability Services Department has reviewed current operations. Following the vacancy of an Office Generalist position, the CEO is recommending restructuring of the position to include social worker duties to address an increase of client inquiries and coordination requests. The proposed work aligns with the existing classification of BHDS Coordination Specialist.

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

Fiscal Note: The estimated costs are covered by state funding.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	0			N		
24/25	N	0			N		
25/26	N	0			N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

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

WHEREAS, a permanent part-time Conservation Laborer – Construction position was created via resolution November 1, 2022 to assist in the daily operations of Sleepy Hollow, and

WHEREAS, the Director requested a full-time Maintenance Technician position per resolution May 2, 2023 and no longer needs the part-time position,

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

- Delete one (1) part-time Conservation Laborer – Construction position, \$19.00-\$20.00 hourly (<30 hours per week).

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Murawski Jr.
Assistant County Attorney

FISCAL NOTE: Estimated cost savings is \$44,289
for FY23/24.

#17

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Conservation Department

Agenda Date: March 12, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Delete one (1) part-time Conservation Laborer – Construction position, \$19.00-\$20.00 hourly (<30 hours per week).

Comply with Policy: Yes

Background: The Director of Conservation has reviewed the operations of the Leisure Services Division. The permanent part-time position was created in November 2022 to assist with Sleepy Hollow operations. In May 2023, a full-time Maintenance Technician position was created. As such, the permanent part-time position is no longer needed.

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

Fiscal Note: Estimated cost savings is \$44,289 for FY23/24.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	0	-\$44,289		N		
24/25	N				N		
25/26	N				N		

Additional Fiscal Note Information (optional): Cost savings as a result of this resolution will be forfeited from the department to the general fund.

RESOLUTION

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

WHEREAS, Polk County, Iowa, desires to contract services for a tabletop exercise, and after-action report for the Central Iowa Health Care Coalition (CIHCC); and

WHEREAS, Polk County, Iowa, by and through its Health Department, is the Fiscal Agent and Cities Readiness Initiative (CRI) Coordinator for the CIHCC; and

WHEREAS, All Clear has been identified as an independent contractor with the knowledge and experience to assist the Polk County, Iowa Health Department in these efforts; and

WHEREAS, Polk County, Iowa and All Clear desire to enter into an Agreement for Professional Services of providing a table top exercise and after-action report; and

WHEREAS, the Iowa Department of Health and Humans Services supports funding these temporary services using funds through the Emergency Preparedness (PHEP) and EMS System Grant.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the terms of the attached Agreement for Services with All Clear for providing the CIHCC with a table top exercise and after-action report and authorizes the Chair of the Polk County Board of Supervisors to sign the Agreement for Professional Services with All Clear on behalf of Polk County, Iowa.

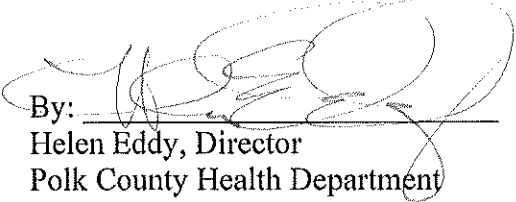
NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Helen Eddy, Director
Polk County Health Department

APPROVED AS TO FORM:
Kimberly Graham

#18

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Professional Services with All Clear.

Agenda Date: March 12, 2024

Contact Individual: Mandy Penning, Deputy Health Director, 286-2005

Previous Action taken by the Board: No

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Central Iowa Healthcare Coalition (CIHCC), of which Polk County is Fiscal Agent, is responsible to train and hold exercises regarding hazardous public health vulnerabilities, with the goal of providing the community with a resilient healthcare system during emergent events. Retaining a professional contractor to develop and execute a table top exercise will ensure the CIHCC is prepared for such events.

Action Impact: Approval of this Agreement is recommended by the Polk County Health Department to employ professional services to execute the table top exercise and after-action report.

Fiscal Note:

Fiscal Year	Budget-ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$20,000		N	10223041.77440.09	10223041.52480

Additional Fiscal Note Information (optional): Funding authorized through the use of funds in the Public Health Emergency Preparedness Grant from Iowa HHS.

RESOLUTION

MOVED by _____, **SECONDED by** _____

that the following Resolution be adopted:

WHEREAS, the General Assembly of Iowa enacted legislation, now codified in Iowa Code 427.1(20), providing for the Impoundment Structures Exemption ("Exemption"); and,

WHEREAS, the Exemption is available for certain property owners that satisfy specific statutory criteria; and,

WHEREAS, to receive this Exemption, property owners must file a claim with the County Assessor, who then reviews it and submits it, along with the recommendation of the Soil and Water Conservation District Commissioner, to Board of Supervisors for allowance or disallowance; and,

WHEREAS, for taxable year 2024, payable in 2025 and 2026, the Polk County Assessor has received claims for 6 parcels where the Soil and Water Conservation District Commissioner recommends allowance (see attached sheet) and for 0 parcels where the Soil and Water Conservation District Commissioner recommends disallowance; and,

NOW, THEREFORE BE IT RESOLVED, Polk County, Iowa approves the recommendations of the Soil and Water Conservation District Commissioner regarding allowance and disallowance of the Impoundment Structures Exemption.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Randy Ripperger
Polk County Assessor

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendations of the Soil and Water Conservation District Commissioner for allowances and disallowances of the Impoundment Structures Exemption (“Exemption”).

Agenda Date: March 12, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is an Impoundment Structures Exemption under Iowa Code 427.1(20) that provides a property tax exemption on the impoundment structures of an eligible property owner. The Exemption is available for certain property owners that satisfy specific statutory criteria. To receive this Exemption, property owners must file a claim with the County Assessor, who then reviews it and submits it, along with the recommendation of the Soil and Water Conservation District Commissioner, to Board of Supervisors for allowance or disallowance. For taxable year 2024, payable in 2025 and 2026, the Polk County Assessor received claims for 6 parcels where the Soil and Water Conservation District Commissioner recommends allowance (see attached sheet) and for 0 parcels where the Soil and Water Conservation District Commissioner recommends disallowance.

Action Impact: The passage of this resolution approves the recommendations of the Soil and Water Conservation District Commissioner for allowances and disallowances of the Impoundment Structures Exemption.

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				N		

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

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

WHEREAS, Polk County agrees to the terms of the attached agreement with E&J Gallo Winery for a sponsorship package at the Iowa Events Center.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with E&J Gallo Winery 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 _____, 2024.

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:

By: _____

Sarah Boese

Deputy County Administrator

APPROVED AS TO FORM:

KIMBERLY GRAHAM

POLK COUNTY ATTORNEY

By: _____

Assistant County Attorney

FISCAL NOTE: FY23/24

#20

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement with E&J Gallo Winery for sponsorship at the Iowa Events Center.

Agenda Date: March 12, 2024

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve 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
22/23	N					

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$29,500.00 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 _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

FISCAL NOTE: \$29,500.00 total in funds allocated for the attached Community Sponsorship Award List.

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: March 12, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved February 27, 2024 for \$19,000.00.

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 \$29,500.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$29,500.00 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
23/24		\$29,500.00		N		

Additional Fiscal Note Information (optional):

Sponsorship Awards
March 12, 2024

Ankeny Friends of the Arts d/b/a Ankeny Art Center	5,000.00
ANKOR WAT FRIENDSHIP ASSOCIATION, INC.	3,500.00
Children & Families of Iowa	2,000.00
Children's Cancer Connection	2,000.00
Des Moines Area Community College (DMACC) Foundation	5,000.00
Des Moines North High School Booster Club	1,000.00
Friendly Sons of St. Patrick of Central Iowa	2,000.00
Iowa Architectural Foundation	2,000.00
Iowa Health Foundation fiscal agent for	
Iowa Alliance for Drug Endangered Children	2,000.00
Iowa Poetry Association	2,500.00
Iowa Skilled Trades	2,500.00

TOTAL \$29,500.00

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 23-24 Prairie Meadows Revenue Gaming Plan; and,

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

WHEREAS, requests for support of community agencies/organizations throughout the metropolitan area have been received from all the agencies listed on the attached Community Betterment Grant Award List. All organizations listed serve a unique public purpose to Polk County residents; and,

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

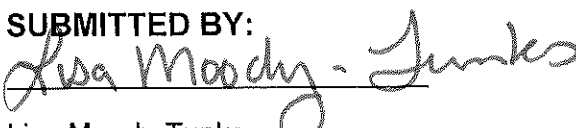
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$92,000.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

SUBMITTED BY:


Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$92,000.00 from the Community Betterment fund, FY 23-24

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: March 12, 2024

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

Previous Action taken by the Board: Community Betterment Grant Award-February 13, 2024 for \$34,105.00.

Board/Commission Actions: N/A

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

Comply with Policy:

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

Action Impact: Passing of this resolution will award \$92,000.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$92,000.00		N		40109033.79410

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards

March 12, 2024

Ankeny Basketball Club Inc. fiscal agent for	
Ankeny After Prom	\$8,000.00
Back 2 School Iowa (LadyLike)	\$5,000.00
Bondurant-Farrar Education Foundation fiscal	
agent for Bondurant After Prom	\$4,000.00
Build Lincoln Higher Booster Club fiscal agent for	
Lincoln High School Senior Prom/Senior	
Celebration	\$6,000.00
Capital City Pride	\$15,000.00
Change Course	\$6,000.00
Des Moines North High Booster Club (North High	
Post Prom)	\$3,500.00
East High School Alumni Foundation fiscal agent	
for East High Golf Classic	\$2,500.00
Hoover-Meredith Booster Club fiscal agent for	
Hoover Post Prom	\$5,000.00
Johnston Booster Club fiscal agent for Johnston	
High After Prom	\$5,000.00
North Polk Community Schools Foundation fiscal	
agent for North High School Post Prom	\$3,000.00
Roosevelt High School PTA	\$6,000.00
Saydel Eagles Athletic Booster Club fiscal agent for	
Saydel Events d/b/a Saydel After Prom	\$3,000.00
Scarlet Pride, Inc. fiscal agent for East High Post	
Prom	\$6,000.00
Southeast Polk Community School District fiscal	
agent for Southeast Polk Community School Post	
Prom Committee	\$5,000.00
Urbandale Post Prom Committee	\$4,000.00
West Des Moines Community Schools Foundation	
fiscal agent for the Valley After Prom	\$5,000.00
TOTAL	\$92,000.00

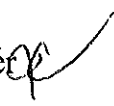


COUNTY OF POLK
OFFICE OF POLK COUNTY AUDITOR
DES MOINES, IOWA 50309

JAMIE FITZGERALD
COUNTY AUDITOR
COMMISSIONER OF ELECTIONS

ADMINISTRATION BUILDING
111 COURT AVENUE
(515) 286-3079

To: Polk County Board of Supervisors

From: John Chiodo, Elections Manager 

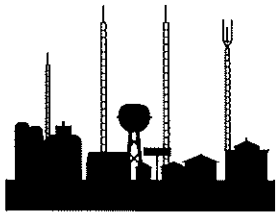
Date: March 7, 2024

Subject: 1st tier Canvass Date – City of DSM Special Election

The Polk County Board of Supervisors will need to convene as a Canvassing Board on March 26, 2024 at 9:45 A.M. The location will be the Supervisor's Board Room 120 located at 111 Court Avenue, Des Moines, Iowa.

This will be the **1st tier** canvass of the votes cast for the City of Des Moines Special Election held on March 19, 2024 in the County of Polk.

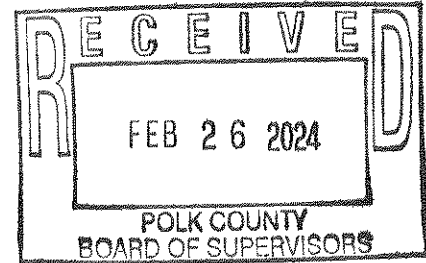
#23



city of
ALLEMAN

14000 NE 6th Street, Alleman, IA 50007 | 515.685.3666 | cityofalleman@huxcomm.net

February 22, 2024



Mayor Mark Holm and City Council
City of Ankeny, IA
410 W. First Street
Ankeny, IA 50023

Subject: Urban Service Area Boundary and Annexation Moratorium

Mayor and Council,

The City of Alleman, in cooperation with the North Polk Community School District and Polk County is preparing a "Wastewater Treatment Feasibility and Alternative Analysis". Also, the City is updating its Comprehensive Plan. A study recently conducted for Polk County and the North Polk Community School District has determined that the School District's wastewater treatment facility in Alleman is nearing capacity. Proposed land development in Ankeny, Elkhart and Polk City within the School District is resulting in student population growth. The District's student population growth and the desire to establish a public wastewater treatment and sanitary sewer system of adequate capacity to serve the future growth of the City of Alleman and the North Polk Community School District has resulted in a need to prepare a wastewater treatment feasibility and alternative facility study".

In the preparation of the "Wastewater Treatment Feasibility and Alternative Analysis" and Comprehensive Plan update a trunk sewer system is necessary in the NE 134th Avenue corridor to not only serve properties fronting NE 134th Avenue, also land areas north of NE 134th Avenue up to NE 142nd Avenue and further north. Also, a NE 134th Avenue sewer system is necessary to convey wastewater east to a regional wastewater treatment facility that may serve Alleman and Elkhart as well as other areas in northern Polk County. Also, water service is available for development in this area through the Des Moines Water Works with a substantial increase in supply to Alleman in 2026 after improvements to the water system serving Alleman.

In planning for a permanent wastewater treatment site and sewer system

for Alleman, an urban service area is proposed for the ultimate development of Alleman as presented on the following page. The south boundary of the proposed urban service area is proposed to be the north boundaries of the City of Ankeny's Future Land Use Map and Sanitary Sewer Master Plan for west of Highway 69 and the north boundary of the area east of Highway 69 and west of Interstate 35 recently annexed by the City of Ankeny.

Expansion of Ankeny north of the proposed urban service area boundary will interfere with and be damaging to the City of Alleman's ability to finance the construction of a trunk sewer system to serve the NE 134th Avenue corridor, areas north of the NE 134th Avenue corridor as well as wastewater treatment for the City. Millions of dollars in funding for sewer improvements is planned to come from the development of benefitted properties in this area and the reduction of land area for development will affect the City's ability to finance these projects. Further expansion north of the newly annexed area east of Highway 69 by Ankeny will only further demonstrate an apparent effort by the City of Ankeny to monopolize commercial and industrial economic development along Interstate 35 corridor north of Des Moines and therefore eliminate competition from neighboring communities near the Interstate.

It is the intent of the City of Alleman to work with the City of Ankeny to establish a permanent urban service area boundary between the two cities that respects each city's plans for growth and public investment in infrastructure. Therefore, through a Chapter 28E agreement the City of Alleman proposes the establishment of a permanent "Urban Service Area Boundary" being 1/2 mile north of NW 126th Avenue west of Highway 69 and the north boundary of Ankeny's new City boundary between Highway 69 and Interstate 35. This agreement should establish limits for municipal infrastructure and annexation limits for both cities for the purpose of infrastructure planning and to protect public investment in infrastructure.

Thank you in advance for your cooperation.

Approved by the Alleman City Council
City of Alleman, Iowa

Robert Q Kramme

Mayor Robert Kramme

cc: Polk County Board of Supervisors
City Development Board, State of Iowa
North Polk School Board of Education

CITY OF MITCHELLVILLE

Tammi Dillavou
PO Box 817, 204 Center Ave N
Mitchellville, IA 50169
Phone (515)967-2935, Fax (515)967-2631
tammi.dillavou@mitchellville.org

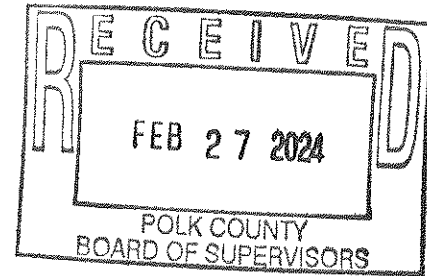


MAYOR:
Jessica Trobaugh

COUNCIL:
Bill Roberts Brad Cowman
Piper Brodsack Scott Wheeler
Amber Turner

February 26, 2024

Polk County Board of Supervisors
111 Court Ave, Room 300
Des Moines, IA 50309



Dear Supervisors,

This notice is to comply with Iowa Code 368.4 Annexing Moratorium. The City Mitchellville and the City of Altoona desire to enter into a Boundary Adjustment Annexation Moratorium Agreement to refrain from annexing specifically described territory for a period not to exceed ten years.

A public hearing before the Mitchellville City Council on the above describe action has been set to commence on the 1st day of April, 2024, at 7:00 PM in the City Council Chambers, 204 Center Ave N, Mitchellville, IA 50169. Notice has also been sent to the City Development Board and to the Des Moines Register for publication.

If you have any questions or need further information, please contact me. Phone number and email address is listed above.

Sincerely,

Tammi Dillavou, City Administrator

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