

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
MARCH 11, 2025 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**

PUBLIC HEARING

ISSUANCE OF \$237,830,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (SERIES 2025A)

6. Resolution instituting proceedings to take additional action for the issuance in one or more series of not to exceed \$237,830,000 aggregate principal amount of General Obligation Capital Loan Notes, Series 2025A (Exempt Facility Bonds – AMT) of Polk County, Iowa.

PUBLIC HEARING

ISSUANCE OF \$10,000,000 GENERAL OBLIGATION BONDS OR CAPITAL LOAN NOTES (ECP-1)

7. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$10,000,000 General Obligation Bonds or Capital Loan Notes (ECP-1).

PUBLIC HEARING

ISSUANCE OF \$1,950,000 GENERAL OBLIGATION BONDS OR CAPITAL LOAN NOTES (ECP-2).

8. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes (ECP-2).

PUBLIC HEARING

ISSUANCE OF \$1,950,000 GENERAL OBLIGATION BONDS OR CAPITAL LOAN NOTES (ECP-3).

9. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes (ECP-3).

10. Resolution authorizing the issuance of \$13,280,000 General Obligation Bonds or Capital Loan Notes, Series 2025, and levying a tax for the payment thereof.

11. **PUBLIC COMMENTS**

PERMITS

12. Renewal application for Class “C” Retail Alcohol License with outdoor service for Jester Park Golf Course, 11949 NW 118th Ave, Granger.
13. Renewal application for Class “C” Retail Alcohol License with outdoor service for Terrace Hills Golf Course, 8700 NE 46th Ave, Altoona.
14. Renewal application for Class “C” Retail Alcohol License for Societa Vittoria Italiana, 7200 NW 2nd Ave, Ankeny.

RESOLUTIONS

- *15. Resolution approving final plat of The Oaks at White Oaks.
[Item 15 Attachment](#)
16. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing on March 25, 2025 to consider plans, specifications, form of contract, and estimated cost for Little Fourmile Creek Stream Restoration Project (Adventureland Dr. to 4th St. SW).
17. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing on March 25, 2025 to consider plans, specifications, form of contract, and estimated cost for Fourmile Creek Tributary Stream Restoration Project.
- *18. Resolution approving Right of Entry and Temporary Construction Easement Agreements with the Central Iowa Hospital Corporation and Woodland Reserve Townhome Association for the Fourmile Creek Tributary Stream Restoration Project.
[Item 18 Attachment](#)
- *19. Resolution approving Maintenance Agreements with the Central Iowa Hospital Corporation and Woodland Reserve Townhome Association for the Fourmile Creek Tributary Stream Restoration Project.
[Item 19 Attachment](#)
- *20. Resolution approving amendment to Agreement for Services with Houston Engineering, Inc. for the Harding Wetland Project.
[Item 20 Attachment](#)
- *21. Resolution approving a Right of Entry and Temporary Construction Easement Agreement with Ronald and Vicki Carlson.
[Item 21 Attachment](#)
- *22. Resolution authorizing the Downtown Events Group use of the Wagner parking lot and the lot located at 120 2nd Avenue for vendor staging at the Farmers Market.
[Item 22 Attachment](#)

- *23. Resolution approving Agreement with Eyerly Ball Community Mental Health Services to provide well-elderly counseling for Polk County Senior Services participants.

[Item 23 Attachment](#)

- *24. Resolution approving Agreement with Des Moines University for non-clinical educational experiences with students in the Doctor of Occupational Therapy program (Ankeny Senior Center).

[Item 24 Attachment](#)

- *25. Resolution approving Release of Mortgage for 1418 12th St.

[Item 25 Attachment](#)

- *26. Resolution approving agreement with The International Rescue Committee (IRC) for emergency funding to reimburse costs associated with providing resettlement services to Polk County refugees and immigrants.

[Item 26 Attachment](#)

- *27. Resolution approving LeadsOnline LLC Subscription Services Agreement and Order Form for investigatory database access.

[Item 27 Attachment](#)

- *28. Resolution approving Amendment to Law Enforcement Services 28E Agreement with the Saydel Community School District for law enforcement services and one (1) School Resource Officer.

[Item 28 Attachment](#)

- *29. Resolution approving Agreement for investment advisory services with Creative Planning, LLC.

[Item 29 Attachment](#)

- 30. Resolution approving FY 25/26 General Increases for Non-Bargaining Unit Employees.

- 31. Resolution approving position modification within the Board of Supervisors Office.

- 32. Resolution abating property taxes for Big Brothers Big Sisters of Central Iowa (District 020 Parcel 02818-000-000 Geoparcels 7824-08-127-017).

- 33. Resolution abating property taxes for Kingdom Living Iowa (District 010 Parcel 32416-378-044 Geoparcels 7824-16-378-044).

- 34. Resolution abating property taxes for Emmanuel Chin Baptist Church (District 070 Parcel 02144-001-001 Geoparcels 7924-26-105-017).

- *35. Resolution approving Community Development Grant for Capitol Park Neighborhood Association.

[Item 35 Attachment](#)

- *36. Resolution approving Community Development Grant for Healthy Birth Day Inc.

[Item 36 Attachment](#)

37. Resolution approving Community Betterment Grants.

38. Resolution approving Community Sponsorship Awards.

COMMUNICATIONS

- *39. Polk County Agricultural Extension Council Certificate of Organization.

[Item 39 Attachment](#)

- *40. City of Des Moines Notification of Public Information Meeting on the E. Army Post Road and SE 36th Street Roundabout Project.

[Item 40 Attachment](#)

- *41. City of Ankeny Notice of Consultation concerning the proposed Amendment No. 4 to the Amended and Restated 1991 City of Ankeny Urban Renewal Plan.

[Item 41 Attachment](#)

- *42. City of Altoona Notice of Public Hearing concerning 80/20 Voluntary Annexation Including Land Without the Consent of the Owner within an Urbanized Area.

[Item 42 Attachment](#)

BUDGET ACTIONS

43. Memorandum of Budget Actions.

APPOINTMENTS

44. Memorandum of Appointments.

45. **BOARD MEMBER COMMENTS**

CLOSED SESSION

46. 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/deDypAEt0u0>

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE IN ONE OR MORE SERIES OF NOT TO EXCEED \$[237,830,000] AGGREGATE PRINCIPAL AMOUNT OF GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2025A (EXEMPT FACILITY BONDS – AMT) OF POLK COUNTY, IOWA

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

WHEREAS, Polk County, Iowa (the "Issuer") intends to authorize and issue its general obligation capital loan notes for the purpose of loaning the proceeds thereof to the Airport Authority to finance (i) the costs of the acquisition, construction, reconstruction, extending, remodeling, improving, repairing, and equipping of a new main terminal and administration offices, passenger check-in area, TSA security area, baggage handling system and baggage claim area, eleven (11) new airline gates (which include the "stinger" gate/holding area), a new car rental service facility, aircraft apron, and terminal roadways, all located at 5800 Fleur Drive, Des Moines, Iowa, all of which will be owned and operated by the Airport Authority (the "Project"); and (ii) paying costs of issuance and related costs; and

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

WHEREAS, a notice of hearing on the proposal to issue, in one or more series, not to exceed \$237,830,000 Aggregate Principal Amount of General Obligation Capital Loan Notes, Series 2025A (Exempt Facility Bonds – AMT) of the Issuer has been published as required by law (the "Notice"); and

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

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

Section 1. That this Board does hereby ratify and approve the form of Notice and does further hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$237,830,000 aggregate principal

amount of the Issuer's General Obligation Capital Loan Notes, Series 2025A (Exempt Facility Bonds – AMT).

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

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

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

March 11, 2025

The Board of Supervisors of Polk County, State of Iowa, met in _____ session, in the Board of Supervisors Room, Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, at 9:30 A.M., on the above date. There were present Chairperson _____, in the chair, and the following named Board Members:

Absent: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the issuance of not to exceed \$237,830,000 Aggregate Principal Amount of General Obligation Capital Loan Notes, Series 2025A (Exempt Facility Bonds – AMT) (the "Notes") pursuant to authority from the November 7, 2023 bond election on the question of issuance, for purposes of loaning the proceeds thereof to Des Moines Airport Authority, an aviation authority organized under Chapter 330A of the Iowa Code (the "Airport Authority"), to finance (i) the costs of the acquisition, construction, reconstruction, extending, remodeling, improving, repairing, and equipping of a new main terminal and administration offices, passenger check-in area, TSA security area, baggage handling system and baggage claim area, eleven (11) new airline gates (which include the "stinger" gate/holding area), a new car rental service facility, aircraft apron, and terminal roadways, all located at 5800 Fleur Drive, Des Moines, Iowa, all of which will be owned and operated by the Airport Authority (the "Project"); and (ii) paying costs of issuance and related costs.

The Chairperson confirmed a Notice was timely published pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended.

The Chairperson then asked the Auditor whether any written objections had been filed by any resident or property owner of the County to the issuance of the Notes. The Auditor advised the Chairperson and the Board that _____ written objections had been filed. The Chairperson then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Chairperson declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

CERTIFICATE

STATE OF IOWA

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COUNTY OF POLK

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I, the undersigned County Auditor of County of Polk, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of public hearing and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective county offices as indicated therein, that no vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this _____ day of _____, 2025.

County Auditor, County of Polk, State of Iowa

(SEAL)

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$10,000,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES (ECP-1)

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of the issuance of not to exceed \$10,000,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs to make or reimburse grants made in support of municipal housing projects, including to the Neighborhood Finance Corporation to provide funding and lending programs and services to facilitate neighborhood revitalization in Polk County, and to the Housing Trust Fund to be used to increase the housing capacity within Polk County by providing for the acquisition and renovation of housing units, and to Invest DSM to be used to coordinate the implementation of neighborhood revitalization plans, promote development in specified neighborhoods, and participate in and sponsor real estate development projects; to acquire and assist in the implementation of emergency services communication equipment and systems; works and facilities useful for the collection, treatment and disposal of sewage and industrial waste in a sanitary manner, for the collection and disposal of solid waste, and has considered the extent of objections received from residents or property owners as to the proposed issuance of the Bonds or Capital Loan Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$10,000,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 11th day of March, 2025.

Chairperson

ATTEST:

County Auditor

ROLL CALL

March 11, 2025

The Board of Supervisors of County of Polk, State of Iowa, met in regular session, in the Board of Supervisors' Room, Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, at 9:30 A.M., on the above date. There were present Chairperson _____, in the chair, and the following named Board Members:

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of the issuance of not to exceed \$10,000,000 General Obligation Bonds or Capital Loan Notes, in order to provide funds to pay the costs to make or reimburse grants made in support of municipal housing projects, including to the Neighborhood Finance Corporation to provide funding and lending programs and services to facilitate neighborhood revitalization in Polk County, and to the Housing Trust Fund to be used to increase the housing capacity within Polk County by providing for the acquisition and renovation of housing units, and to Invest DSM to be used to coordinate the implementation of neighborhood revitalization plans, promote development in specified neighborhoods, and participate in and sponsor real estate development projects; to acquire and assist in the implementation of emergency services communication equipment and systems; works and facilities useful for the collection, treatment and disposal of sewage and industrial waste in a sanitary manner, for the collection and disposal of solid waste, for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the issuance of the Bonds or Capital Loan Notes had been published as provided by Sections 331.402 and/or 331.443 of the Code of Iowa.

The Chairperson then asked the Auditor whether any written objections had been filed by any resident or property owner of the County to the issuance of the Bonds or Capital Loan Notes. The Auditor advised the Chairperson and the Board that _____ written objections had been filed. The Chairperson then called for oral objections to the issuance and _____ were made. Whereupon, the Chairperson declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

CERTIFICATE

STATE OF IOWA

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COUNTY OF POLK

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I, the undersigned County Auditor of County of Polk, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective County offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this _____ day of _____, 2025.

County Auditor, County of Polk, State of Iowa

(SEAL)

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,950,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES (ECP-2)

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of the issuance of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of capital improvement projects, including renovations, improvements and equipping of various County buildings, including construction of improvements and equipping the Polk County jail, and has considered the extent of objections received from residents or property owners as to the proposed issuance of the Bonds or Capital Loan Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 11th day of March, 2025.

Chairperson

ATTEST:

County Auditor

ROLL CALL

March 11, 2025

The Board of Supervisors of County of Polk, State of Iowa, met in regular session, in the Board of Supervisors' Room, Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, at 9:30 A.M., on the above date. There were present Chairperson _____, in the chair, and the following named Board Members:

Absent: _____

Vacant: _____

* * * * *

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of the issuance of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes, in order to provide funds to pay the costs of capital improvement projects, including renovations, improvements and equipping of various County buildings, including construction of improvements and equipping the Polk County jail , for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the issuance of the Bonds or Capital Loan Notes had been published as provided by Sections 331.402 and/or 331.443 of the Code of Iowa.

The Chairperson then asked the Auditor whether any written objections had been filed by any resident or property owner of the County to the issuance of the Bonds or Capital Loan Notes. The Auditor advised the Chairperson and the Board that _____ written objections had been filed. The Chairperson then called for oral objections to the issuance and _____ were made. Whereupon, the Chairperson declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

CERTIFICATE

STATE OF IOWA

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COUNTY OF POLK

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I, the undersigned County Auditor of County of Polk, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective County offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this _____ day of _____, 2025.

County Auditor, County of Polk, State of Iowa

(SEAL)

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,950,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES (ECP-3)

WHEREAS, pursuant to notice published as required by law, the Board of Supervisors has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of the issuance of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of capital improvement projects, including renovations, improvements and equipping of various County buildings, including construction of improvements at the EMC Expo Center, the County Administration building, the Health department at 1907 Carpenter Ave., and countywide efficiency and concrete projects, and has considered the extent of objections received from residents or property owners as to the proposed issuance of the Bonds or Capital Loan Notes; and following action is now considered to be in the best interests of the County and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 11th day of March, 2025.

Chairperson

ATTEST:

County Auditor

ROLL CALL

The Chairperson announced that this was the time and place for the public hearing and meeting on the matter of the authorization of the issuance of not to exceed \$1,950,000 General Obligation Bonds or Capital Loan Notes, in order to provide funds to pay the costs of capital improvement projects, including renovations, improvements and equipping of various County buildings, including construction of improvements at the EMC Expo Center, the County Administration building, the Health department at 1907 Carpenter Ave., and countywide efficiency and concrete projects, for essential county purposes, and that notice of the proposed action by the Board to institute proceedings for the authorization of the issuance of the Bonds or Capital Loan Notes had been published as provided by Sections 331.402 and/or 331.443 of the Code of Iowa.

The Chairperson then asked the Auditor whether any written objections had been filed by any resident or property owner of the County to the issuance of the Bonds or Capital Loan Notes. The Auditor advised the Chairperson and the Board that _____ written objections had been filed. The Chairperson then called for oral objections to the issuance and _____ were made. Whereupon, the Chairperson declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

CERTIFICATE

STATE OF IOWA

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COUNTY OF POLK

I, the undersigned County Auditor of County of Polk, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective County offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this _____ day of _____, 2025.

County Auditor, County of Polk, State of Iowa

(SEAL)

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

RESOLUTION AUTHORIZING THE ISSUANCE OF
\$13,280,000 GENERAL OBLIGATION BONDS OR CAPITAL
LOAN NOTES, SERIES 2025, AND LEVYING A TAX FOR
THE PAYMENT THEREOF

WHEREAS, County of Polk, State of Iowa ("Issuer"), is a political subdivision, organized and existing under the Constitution and laws of the State of Iowa, and is not affected by any special legislation; and

WHEREAS, the Issuer is in need of funds to pay costs of to make or reimburse grants made in support of municipal housing projects, including to the Neighborhood Finance Corporation to provide funding and lending programs and services to facilitate neighborhood revitalization in Polk County, and to the Housing Trust Fund to be used to increase the housing capacity within Polk County by providing for the acquisition and renovation of housing units, and to Invest DSM to be used to coordinate the implementation of neighborhood revitalization plans, promote development in specified neighborhoods, and participate in and sponsor real estate development projects; to acquire and assist in the implementation of emergency services communication equipment and systems; works and facilities useful for the collection, treatment and disposal of sewage and industrial waste in a sanitary manner, for the collection and disposal of solid waste; capital improvement projects, including renovations, improvements and equipping of various County buildings, including construction of improvements and equipping the Polk County jail; and capital improvement projects, including renovations, improvements and equipping of various County buildings, including construction of improvements at the EMC Expo Center, the County Administration building, the Health department at 1907 Carpenter Ave., and countywide efficiency and concrete projects (the "Project"), and it is deemed necessary and advisable that General Obligation Bonds or Capital Loan Notes, Series 2025, in the amount of \$13,280,000 be issued; and

WHEREAS, the Board of Supervisors has taken such acts as are necessary to authorize issuance of the Bonds.

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

Section 1. Authorization of the Issuance. General Obligation Bonds or Capital Loan Notes, Series 2025 dated August 19, 2025, in the amount of \$13,280,000 shall be issued pursuant to the provisions of Iowa Code Sections 331.402 and/or 331.443 for the purposes covered by the hearing.

Section 2. Levy of Annual Tax. For the purpose of providing funds to pay the principal and interest as required under Chapter 76.2, there is levied for each future year the following direct annual tax upon all the taxable property in County of Polk, State of Iowa, to wit:

<u>AMOUNT</u>	<u>FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION</u>
\$13,787,295	2025/2026

Principal and interest coming due at any time when the proceeds of the tax on hand are insufficient to pay the amount due shall be promptly paid when due from current funds available for that purpose and reimbursement must be made.

Section 3. Amendment of Levy of Annual Tax. Based upon the terms of the future sale of the Bonds or Notes to be issued, this Board will file an amendment to this Resolution ("Amended Resolution") with the County Auditor.

Section 4. Filing. A certified copy of this Resolution shall be filed with the County Auditor of County of Polk, State of Iowa, who shall, pursuant to Iowa Code Section 76.2, levy, assess and collect the tax in the same manner as other taxes and, when collected, these taxes shall be used only for the purpose of paying principal and interest on the Bonds or Notes.

PASSED AND APPROVED this 11th day of March, 2025.

Chairperson

ATTEST:

County Auditor

ROLL CALL

March 11, 2025

The Board of Supervisors of County of Polk, State of Iowa, met in regular session, in the Board of Supervisors' Room, Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, at 9:30 A.M., on the above date. There were present Chairperson _____, in the chair, and the following named Board Members:

Absent: _____

Vacant: _____

* * * * *

CERTIFICATE

STATE OF IOWA

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)

COUNTY OF POLK

I, the undersigned County Auditor of County of Polk, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective County offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this _____ day of _____, 2025.

County Auditor, County of Polk, State of Iowa

(SEAL)

COUNTY AUDITOR'S CERTIFICATE

I, _____, County Auditor of Polk County, State of Iowa, hereby certify that on the _____ day of _____, 2025 there was filed in my office the Resolution of the Board of Supervisors of County of Polk, State of Iowa, adopted on the 11th day of March, 2025, such Resolution levying a tax for the purpose of paying principal and interest on \$13,280,000 of General Obligation Bonds, Series 2025, dated August 19, 2025.

(COUNTY SEAL)

County Auditor of Polk County, State of Iowa

4897-7209-8082-1\19044-137

3/11/25

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 with outdoor service.
A copy of their application is attached.
This is a new/renewal application.

Name of Applicant: C CORPORATION Phone: 515-999-2903

Trade Name or Club Name: Jester Park Golf Course

Street Address (Premises) 11949 NW 118th Ave Bus. Phone: 515-229-9188

City Granger Zip Code No. 50109 Township Jefferson

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

3/11/25

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 21, 2025

The below named applicant has applied for a
Class C Retail Alcohol License with Outdoor Service.
A copy of their application is attached.
This is a new/renewal application.

Name of Applicant: CS CORP LLC Phone: 515-967-2932

Trade Name or Club Name: Terrace Hills GC

Street Address (Premises) 8700 NE 46th Ave Bus. Phone: 515-202-9858

City Altoona Zip Code No. 50009 Township Clay

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

#13

3/11/25

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 12, 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: SOCIETA' VITTORIA ITALIANA Phone: 515-243-9288

Trade Name or Club Name: Societa' Vittoria Italiana

Street Address (Premises) 7200 NW 2nd Ave Bus. Phone: 515-243-9288

City Ankeny Zip Code No. 50021 Township Saylorville

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

#14

RESOLUTION

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

WHEREAS, the owners of land located in Section 9, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as The Oaks at White Oaks; and

WHEREAS, the major subdivision final plat proposes five (5) single family residential lots, one (1) outlot, and one (1) street lot on approximately 103 acres of land; and

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

WHEREAS, the Polk County Board of Supervisors voted unanimously to approve the major subdivision preliminary plat of The Oaks at White Oaks on December 17, 2024; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision final plat of The Oaks at White Oaks and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution.

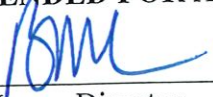
Sewer Service:	Individual Septic Systems
Water Service:	Des Moines Water Works
Zoning:	"ER" Estate Residential District and "AG" Agricultural District
Platted by:	Metro Turf LLC. (Property owner)
Surveyor:	Ryan R. Remling – Stubbs Engineering
Location:	Located approximately 0.25 miles west of the intersection of NE 150 th Avenue and NE 42 nd Street.
Township:	Elkhart

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: No cost to the County.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 30-25 approving the Final Plat of The Oaks at White Oaks.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: On December 17, 2024, the Polk County Board of Supervisors voted five (5) to zero (0) to approve the Preliminary Plat of The Oaks at White Oaks in accordance with staff's recommendation of approval.

Board/Commission Actions: The Polk County Zoning Commission met on July 22, 2024 and voted four (4) in favor with three (3) absent, on a motion to recommend approval of the Preliminary Plat of The Oaks at White Oaks, in accordance with staff's recommendation for approval.

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

Background: The Plat proposes five (5) single-family residential lots, one (1) outlot, and one (1) street lot on approximately 103 acres of land that is zoned "ER" Estate Residential District, and "AG" Agricultural District. The subject subdivision is located on the north side of NE 150th Avenue approximately one-quarter (1/4) mile west of the intersection of NE 150th Avenue and NE White Oak Drive, being within Section 9, Elkhart Township. Lots 1-5, the single-family residential lots are all approximately 3.9 acres in size accessing NE 150th Avenue. The subdivision will be served by public water through Des Moines Water Works. Wastewater treatment will be provided by individual septic systems.

Action Impact: Approval of the Final Plat allows for its recording, creation and transfer of the lots.

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	N	N	N		

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, by Resolution 38-24, dated February 2, 2024 and Resolution 4-25, dated January 2, 2025, Polk County, Iowa approved funding agreements for the Little Fourmile Creek Stream Restoration Project ("the Project"); and

WHEREAS, the Project will construct a stream restoration on Little Fourmile Creek in the City of Altoona; and

WHEREAS, the estimated cost of the Construction is greater than the bid threshold in Iowa Code Section 26.3; and

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

WHEREAS, Polk County, Iowa is required to set the aforementioned public hearing not less than four and no more than twenty days prior to the date of the hearing.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves that a public hearing is set for March 25, 2025 at 9:30 a.m. in room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to approve the proposed plans, specifications, form of contract and estimated cost of the public improvements to be constructed pursuant to the Project; and

BE IT FURTHER RESOLVED that the Polk County Auditor's Office is hereby directed to publish notice of said public hearing not less than four and no more than twenty days prior to the date of the hearing.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

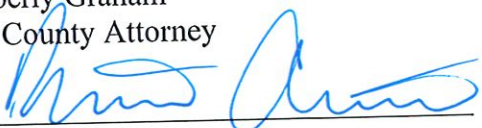
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 31-25 to establish a public hearing to consider plans, specifications, form of contract, and estimated cost for Little Fourmile Creek Stream Restoration Project (Adventureland Dr. to 4th St. SW).

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: Res. 38-24 dated 2/27/2024 Approving Stream Amendment to IDALS Wetland 28E Agreement and Res. 4-25 dated 1/2/2025 approving Project Agreement with the City of Altoona.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is leading the Eastern Polk County Stream Restoration Program, aimed at constructing 11 stream projects over the next two years. This project will restore Little Fourmile Creek between Adventureland Drive to 4th St SW within the City of Altoona.

Action Impact: Resolution establishes a public hearing pursuant to Iowa Code Section 26.12 to consider proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the Little Fourmile Creek Stream Restoration Project prior to entering into a contract responsive to a public bid.

Fiscal Note: Funding will be tracked and managed in the Public Works Economic Development Revolving Fund approved with FY24/25 Decision Package.

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	\$641,463	\$481,097.25	N	50266320.77440	50266320.52290
24/25	Y	0		\$160,365.75	N		50266320.52790

Additional Fiscal Note Information (optional): \$481,097.25 revenue provided by Iowa Department of Agriculture and Land Stewardship and \$160,365.75 provided by the City of Altoona.

PUBLIC HEARING NOTICE- LITTLE FOURMILE CREEK STREAM RESTORATION PROJECT

Polk County, Iowa previously approved funding for the Little Fourmile Creek Stream Restoration Project ("the Project"). The Project includes the restoration of approximately 3,500 linear feet of stream in Altoona, Iowa. Polk County, Iowa has determined an estimated cost of the public improvements to be constructed pursuant to the Project. Furthermore, Polk County has developed plans and specifications and a form of contract for the Project.

The location of the public improvement being constructed pursuant to the Project:

Legal Descriptions:

BEG AT PT 145F S OF NE COR THN S 496.2F NWLY 700.6F E 218.5F SELY 158.4F TO BEG E 1/2 NW 1/4 LESS RD SEC 13-79-23

BEG 165F E OF SW COR THN N 297.9F NWLY 409.4F TO W LN N 496.2F SELY 905.6 F S 340F W 200F TO POB NW 1/4 NE 1/4 SEC 13-79-23

BEG SW COR THN N 150F NE 130.8F NLY 428.1F E 200F SLY 540F SW 192.3F W 135.9F TO POB N 1/2 SW 1/4 NE 1/4 SEC 13-79-23

-EX BEG SW COR LOT 26 LYNN HEIGHTS PLAT 2 THN E 96F SW 35.86F W 70F N 25F TO POB- BEG NE COR W 85F S220F SWLY 682.3F W 100F S 65F E 235F NELY 299.3F E 190F N 567.3F TO POB NE 1/4 SW 1/4 SEC 13-79-23

Pursuant to Iowa Code Section 26.12, a Public Hearing on the proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the Project will be held at the location and time below:

March 25, 2025 – 9:30 a.m.
Polk County Administrative Building, Room 120
111 Court Avenue
Des Moines, Iowa

All interested persons are encouraged to attend this hearing. Written comments on this proposal may also be submitted prior to the hearing. Questions regarding this hearing or the availability of documentation may be directed to the Polk County Public Works Office at 515-286-3705.

This Notice is given by authority of Polk County, Iowa.

RESOLUTION

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

WHEREAS, by Resolution 38-24, dated February 2, 2024, Polk County, Iowa approved a funding agreement for the Fourmile Creek Tributary Stream Restoration Project ("the Project"); and

WHEREAS, the Project will undertake a stream restoration on a tributary to Fourmile Creek in the City of Ankeny; and

WHEREAS, the estimated cost of the Construction is greater than the bid threshold in Iowa Code Section 26.3; and

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

WHEREAS, Polk County, Iowa is required to set the aforementioned public hearing not less than four and no more than twenty days prior to the date of the hearing.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves that a public hearing is set for March 25, 2025 at 9:30 a.m. in room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to approve the proposed plans, specifications, form of contract and estimated cost of the public improvements to be constructed pursuant to the Project; and

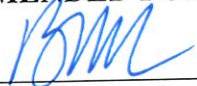
BE IT FURTHER RESOLVED that the Polk County Auditor's Office is hereby directed to publish notice of said public hearing not less than four and no more than twenty days prior to the date of the hearing.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

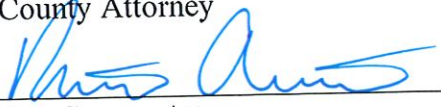
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 32-25 to establish a public hearing to consider plans, specifications, form of contract, and estimated cost for Fourmile Creek Tributary Stream Restoration Project.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: Res. 38-24 dated 2/27/2024 Approving Stream Amendment to IDALS Wetland 28E Agreement.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is leading the Eastern Polk County Stream Restoration Program, aimed at constructing 11 stream projects over the next two years. This project will restore a tributary to Fourmile Creek between N Ankeny BLVD and NE Trilein Dr. within the City of Ankeny.

Action Impact: Resolution establishes a public hearing pursuant to Iowa Code Section 26.12 to consider proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the Fourmile Creek Tributary Stream Restoration Project prior to entering into a contract responsive to a public bid.

Fiscal Note: Funding will be tracked and managed in the Public Works Economic Development Revolving Fund approved with FY24/25 Decision Package.

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	\$529,976	\$529,976	N	50266320.77440	50266320.52290

Additional Fiscal Note Information (optional): \$529,976 revenue provided by Iowa Department of Agriculture and Land Stewardship.

PUBLIC HEARING NOTICE FOURMILE CREEK TRIBUTARY STREAM RESTORATION PROJECT

Polk County, Iowa previously approved funding for the Fourmile Creek Tributary Stream Restoration Project ("the Project"). The Project includes the restoration of approximately 2,000 linear feet of stream in Ankeny, Iowa. Polk County, Iowa has determined an estimated cost of the public improvements to be constructed pursuant to the Project. Furthermore, Polk County has developed plans and specifications and a form of contract for the Project.

The location of the public improvement being constructed pursuant to the Project:

Legal Descriptions:

OUTLOT Y ANKENY MEDICAL PARK PLAT 1

OUTLOT X THE WOODLAND RESERVE PLAT 3

Pursuant to Iowa Code Section 26.12, a Public Hearing on the proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the Project will be held at the location and time below:

March 25, 2025 – 9:30 a.m.
Polk County Administrative Building, Room 120
111 Court Avenue
Des Moines, Iowa

All interested persons are encouraged to attend this hearing. Written comments on this proposal may also be submitted prior to the hearing. Questions regarding this hearing or the availability of documentation may be directed to the Polk County Public Works Office at 515-286-3705.

This Notice is given by authority of Polk County, Iowa.

RESOLUTION

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

WHEREAS, by Resolution 38-24, dated February 2, 2024, Polk County, Iowa approved a funding agreement for the Fourmile Creek Tributary Stream Restoration Project ("the Project"); and

WHEREAS, the Project will undertake a stream restoration on a tributary to Fourmile Creek in the City of Ankeny on private property owned by the Central Iowa Hospital Corporation and the Woodland Reserve Townhome Association; and

WHEREAS, the Project will provide public improvements by protecting infrastructure, reducing erosion, and improving water quality; and

WHEREAS, to provide stream restoration improvements, Polk County is required to enter into a Right of Entry and Temporary Construction Easement agreement with each parcel within a given project area; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Right of Entry and Temporary Construction Easement Agreements, with the Central Iowa Hospital Corporation and the Woodland Reserve Townhome Association, 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

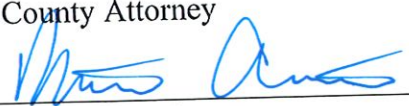
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 33-25 to approve Right of Entry and Temporary Construction Easement Agreements with the Central Iowa Hospital Corporation and Woodland Reserve Townhome Association for the Fourmile Creek Tributary Stream Restoration Project.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: Res. 38-24 dated 2/27/2024 Approving Stream Amendment to IDALS Wetland 28E Agreement.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is leading the Eastern Polk County Stream Restoration Program, aimed at constructing 11 stream projects over the next two years. This project will restore a tributary to Fourmile Creek on private properties. Easement will allow access onto private property to construct the project.

Action Impact: Approval of resolution approves the Board Chair to sign the agreements and Public Works to implement the agreement

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	Y	0	\$0	\$0	N		

Additional Fiscal Note Information (optional):

Res. No. 34-25
March 11, 2025

RESOLUTION

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

WHEREAS, by Resolution 38-24, dated February 2, 2024, Polk County, Iowa approved a funding agreement for the Fourmile Creek Tributary Stream Restoration Project ("the Project"); and

WHEREAS, the Project will complete a stream restoration on a tributary to Fourmile Creek in the City of Ankeny on private property owned by the Central Iowa Hospital Corporation and the Woodland Reserve Townhome Association ("the Owners"); and

WHEREAS, the Owners shall maintain the Project for 20 years following the requirements of the maintenance agreement to ensure Project lifespan is met; and

WHEREAS, Polk County will hold, record, and enforce maintenance agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Maintenance Agreements, with the Central Iowa Hospital Corporation and the Woodland Reserve Townhome Association, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

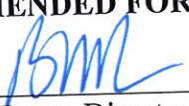
BE IT FURTHER RESOLVED that the Polk County Recorder's Office is hereby directed to record the agreement upon completion of construction and notification by Polk County Public Works Department.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

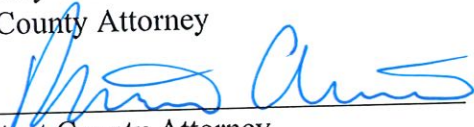
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 34-25 to approve Maintenance Agreements with the Central Iowa Hospital Corporation and Woodland Reserve Townhome Association for the Fourmile Creek Tributary Stream Restoration Project.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: Res. 38-24 dated 2/27/2024 Approving Stream Amendment to IDALS Wetland 28E Agreement.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is leading the Eastern Polk County Stream Restoration Program, aimed at constructing 11 stream projects over the next two years. This project will restore a tributary to Fourmile Creek on private properties. Per state funding requirements, each landowner must agree to maintain the project for 20 years.

Action Impact: Resolution approves Polk County to approve and record agreements, Public Works to facilitate annual maintenance inspections following project completion.

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	Y	0	\$0	\$0	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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 wetland program to improve water quality and reduce flooding, referred to as the Wetland Wave Project; and

WHEREAS, Polk County approved a Wetland Funding Agreement with the Iowa Department of Agriculture and Land Stewardship (IDALS); and

WHEREAS, Houston Engineering Inc, has been contracted to complete wetland design services for the Harding Wetland and a change in scope required an amendment; and

WHEREAS, IDALS has agreed to cover 100% of the Harding Wetland engineering costs.

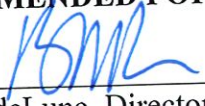
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Amendment to the Services Agreement between Polk County, Iowa and Houston Engineering Inc., authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

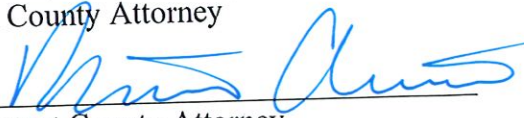
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 35-25 to approve Amendment to Agreement for Services with Houston Engineering, Inc. for the Harding Wetland Project.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: Res. No. 38-24 dated 2/27/2024 approving funding agreement with Iowa Department of Agriculture and Land Stewardship (IDALS) and Res. No. 145-24 dated 7/30/2024 approving Agreement for Services with Houston Engineering, Inc.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County Wetland Wave Program is targeting the installation of wetlands to improve water quality and reduce flooding. Houston Engineering is providing engineering services for the Harding Wetland, which has new design focus that requires agreement amendment.

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

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	\$103,726	\$103,726	N	10266004.77440 WQ107	10266004.52290
25/26	Y	0	\$22,957	\$22,957	N	10266004.77440 WQ107	10266004.52290

Additional Fiscal Note Information (optional):

The Iowa Department of Agriculture and Land Stewardship will reimburse 100% of engineering costs for Harding Wetland through Amendment.

RESOLUTION

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

WHEREAS, Polk County approved a 28E Agreement for Fiscal Agent Assistance between the Iowa Department of Agriculture and Land Stewardship- Division of Soil Conservation and Water Quality, Polk County, Iowa, Polk County Soil and Water Conservation District, Dallas County Soil and Water Conservation District, and Boone County Soil and Water Conservation District for the 2024 Batch and Build Project; and

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

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

WHEREAS, Polk, Dallas, and Boone Soil and Water Conservation Districts will be responsible for enforcing the 10-year maintenance agreement for each saturated buffer and bioreactor installed; and

WHEREAS, to construct practices for improving water quality, Polk County is required to enter into a Right of Entry and Temporary Construction Easement agreement; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Right of Entry and Temporary Construction Easement Agreement, with Ronald and Vicki Carlson, 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 Supervisor

RECOMMENDED FOR APPROVAL:



Bret VandeLune, 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. 36-25 to approve a Right of Entry and Temporary Construction Easement Agreement with Ronald and Vicki Carlson.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: Resolution 104-21 on August 3, 2021 approving funding agreement for Polk County Batch and Build Project.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Polk County 2024 Batch and Build Project will install practices to reduce nitrate runoff from agricultural tile drainage. Polk County will operate as the fiscal agent that will be completing installations on private lands using a combination of county, state, and federal funds. Easement will allow access onto one additional private property who signed up for the project.

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

Fiscal Note: Funding will be tracked and managed through the 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
24/25	Y	0	\$1,000	\$1,000	N	10266004.77440 WQ103	10266004.52290

Additional Fiscal Note Information (optional):

Funding will be reimbursed by the Iowa Department of Agriculture and Land Stewardship.

RESOLUTION

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

WHEREAS, the Downtown Farmers Market brings local farmers and the community together and attracts thousands of people to the downtown area every Saturday morning during the months of May, June, July, August, September and October; and

WHEREAS, the Downtown Events Group is requesting the use of County owned parking lots located at 120 2nd Avenue and 100 5th Street, from May 3, 2025 through October 25, 2025 during Farmers Market hours; and

WHEREAS, Polk County has attached an Agreement to authorize the Downtown Events Group use of the parking lots located at 120 2nd Avenue and 100 5th Street 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 Downtown Events Group 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.

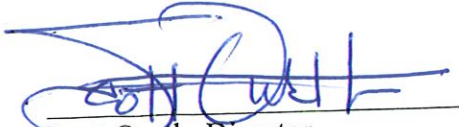
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

24/25-006

RECOMMENDED FOR APPROVAL:

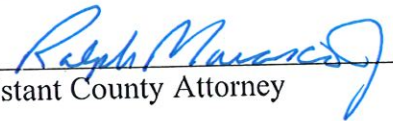


Scott Ourth, Director
Department of General Services

#22

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: No fiscal impact to the County.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the Downtown Events Group use of the Wagner parking lot and the lot located at 120 2nd Avenue for vendor staging at the Farmers Market.

Agenda Date: March 11, 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 Downtown Events Group, for use of the Wagner parking lot and the 120 2nd 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 Downtown Events Group, for the use of the Wagner lot and the lot located at 120 2nd 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):

RESOLUTION

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

WHEREAS, Polk County values the provision of mental health services as a component of health promotion and wellness for older adults; and

WHEREAS, Eyerly Ball Community Mental Health Services is an established local agency qualified to provide well elderly counseling and activities through its Senior Outreach Counseling Program; and

WHEREAS, Polk County, Iowa through its Community, Family and Youth Services Department, Senior Services Division, and Eyerly Ball desire to enter into an Agreement for senior counseling related activities at Polk County Senior Centers for the term of January 1, 2025 through June 30, 2027; and

WHEREAS, Eyerly Ball Community Mental Health Services was selected for this Agreement through the county procurement process; and

WHEREAS, the cost of these services shall not exceed \$25,000.00 per fiscal year, with a total Agreement amount not to exceed \$75,000.00

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Eyerly Ball Community Mental Health Services for well elderly counseling and activities, 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: _____

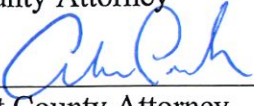
Eric N. Kool, Director

Community, Family and Youth Services Dept.

#23

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL NOTE:

\$25,000 maximum yearly expenditures. \$75,000 maximum contract-duration expenditures.

\$16,435 anticipated yearly revenue for overall senior health promotion activities

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement with Eyerly Ball Community Mental Health Services to provide well-elderly counseling for Polk County Senior Services participants.

Agenda Date: March 11, 2025

Contact Individual: Joyce Webb
Program Administrator – Senior Services
515-286-2113

Previous Action taken by the Board: A similar agreement was approved by the Board on December 14, 2021

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: Polk County, Iowa through the Community, Family and Youth Services Department, Senior Services Division, provides a number of well-elderly activities for program participants including senior counseling. Senior counseling services include monthly appearances at Polk County Congregate Meal sites to provide information on relevant mental wellness topics and to be available for informal counseling and connection with additional services as needed. Eyerly Ball Community Mental Health Services has provided this service for Polk County for many years and is well-suited to continue the work.

Action Impact: Approval of this agreement will allow for senior counseling as a health promotion activity to remain available to Polk County senior programming participants

Fiscal Note: Maximum yearly expenditures of \$25,000.00, partially offset by \$16,435.00 Health Promotion funds from Aging Resources of Central Iowa which supports exercise classes, health clinics, and senior counseling

FED 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
FY 25	N	0	\$25,000	\$16,435	N	10233403.76470	10233403.52450
FY 26	N	0	\$25,000	\$16,435	N	10233403.76470	10233402.52450
FY 27	N	0	\$25,000	\$16,435	N	10233403.76470	10233402.52450

Additional Fiscal Note Information (optional): Revenue for FY24/25 and FY25/26 has already been awarded while revenue for FY26/27 is reasonably expected based on historical contract amounts

RESOLUTION

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

WHEREAS, Polk County Community, Family and Youth Services, through its Department of Senior Services, has collaborated with Des Moines University to provide a non-clinical educational experience for students enrolled in the Doctor of Occupational Therapy program; and

WHEREAS, faculty from the college will design appropriate learning experiences for students to benefit their education and senior citizens attending the Ankeny Senior Center; and

WHEREAS, this partnership will provide early intervention to seniors in order to prevent or minimize the impact of conditions that may lead to functional limitations; and

WHEREAS, the term of this Agreement is February 1, 2025 through May 5, 2025; and

WHEREAS, there is no cost for this Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Des Moines University for a non-clinical educational experience at Ankeny Senior Center, 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

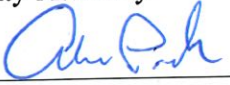
RECOMMENDED FOR APPROVAL:

By: 
Eric N. Kool, Director
Department of Community, Family and Youth Services

#24

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: **N/A**

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement between Polk County Community Family and Youth Services (Ankeny Senior Center) and Des Moines University for a non-clinical educational experience with students in the Doctor of Occupational Therapy program at.

Agenda Date: March 11, 2025

Contact Individual: Joyce Webb, Program Administrator
Community, Family and Youth Services
515-286-2113

Previous Action taken by the Board: September 17, 2019

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Community, Family and Youth Services through its Senior Services Department has collaborated with Des Moines University's Doctor of Occupational Therapy program to provide a non-clinical educational experience at the Ankeny Senior Center. Through social interactions and observation, students will work with seniors to address physical, cognitive and emotional challenges that may be impacting their ability to participate in desired activities. The term of this Agreement is February 1, 2025 through May 5, 2025.

Action Impact: This collaboration will help to further the educational experience of occupational therapy students from DMU and empower seniors in our community to live fulfilling lives by helping them adjust to changes in their abilities or environment.

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	\$0	\$0	N		

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 through its operation of the Polk County Lead Remediation Program. The Polk County Lead Remediation Program aids in providing lead-safe homes for children in Polk County, Iowa; and

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

WHEREAS, once a property's lead issues have been remediated, a three-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County, Iowa, with the understanding that if the homeowner remains in the home for a term of three years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$15,600.00 was entered into on March 7, 2022, by homeowner Christopher L. Wessels; and

WHEREAS, the homeowner has paid in full the three-year mortgage recorded in Book 19065 pages 253-262 against property located at 1418 12th Street, Des Moines, Iowa 50314 and has met all requirements of the forgivable loan and grant.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves and releases the mortgage on 1418 12th Street, Des Moines, Iowa, 50314, and authorizes the Chair of the Polk County Board of Supervisors to sign the attached release and requests the Polk County Auditor to record this release on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

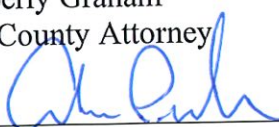
POLK COUNTY, IOWA

By _____
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Mandy Penning, Deputy Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By 
Assistant County Attorney

FISCAL NOTE: NONE

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Release of Mortgage for 1418 12th Street, Des Moines, Iowa, 50314.

Agenda Date: March 11, 2025

Contact Individual: Laurie Gust, 286-2276

Previous Action taken by the Board: The Board of Supervisors approved Contract for Lead Remediation on this property on March 7, 2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Through Polk County's Lead Remediation Program, qualified homeowners in Polk County, Iowa are eligible for lead remediation grants to assist with costs of remediating lead hazards in their homes. Any property remediated after August, 2013 costing less than \$20,000 will have a three-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County, Iowa in the form of a three-year forgivable lien. For every year that the homeowner stays in the house 33.3% of the cost of the mortgage is forgiven. A mortgage in the amount of \$15,600.00 was entered into on March 7, 2022, by Christopher L. Wessels, recorded in Book 19065 pages 253-262. The homeowner has met all requirements of the forgivable loan and grant.

Action Impact: Approving this Resolution authorizes the release of the mortgage on the property at 1418 12th Street, Des Moines, Iowa, 50314

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
2024-25	N	N/A	N/A		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the federal government discontinued funding to resettlement agencies in Polk County that are responsible for assisting 478 legal refugees and immigrants who are transitioning to life in Polk County; and,

WHEREAS, on February 11, 2025, the Polk County Board of Supervisors passed a resolution for emergency funding in the amount of \$500,000 to assist local resettlement agencies with the provision of goods and services; and,

WHEREAS, Polk County Community Family and Youth Services (CFYS), through its Division Global Neighbors, desires to enter into an agreement with The International Rescue Committee (IRC) for funding not to exceed \$165,000 for goods and services provided to legal refugees and immigrants in their 90-day resettlement period; and,

WHEREAS, IRC shall be reimbursed upon submission of an invoice and only for expenses that are eligible for reimbursement by the Office of Refugee Resettlement; and,

WHEREAS, funds shall be subject to recovery by Polk County if federal funding of the organization has resumed for the time period in which the organization has sought reimbursement; and,

WHEREAS, the term of this Agreement is March 12, 2025 through June 30, 2025.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with The International Rescue Committee for resettlement services, 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

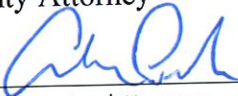
RECOMMENDED FOR APPROVAL:

By: Eric N. Kool
Eric N. Kool, Director

Department of Community, Family and Youth Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$165,000 available for reimbursement to agency

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County, Iowa and The International Rescue Committee (IRC) for Emergency Funding to reimburse costs associated with providing resettlement services to Polk County refugees and immigrants.

Agenda Date: March 11, 2025

Contact Individual: Eric Kool, Director
Community, Family and Youth Services
515-286-3644

Previous Action taken by the Board: February 11, 2025

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On January 24, 2025, the U.S. Government discontinued funding to local non-profit organizations providing resettlement services to refugees and other immigrants in Polk County. At the time services were discontinued, local agencies were providing direct services and assistance to 478 legal refugees who were in the process of resettling to Polk County.

On February 11, 2025, in order to provide a swift and flexible response to a rapidly developing emergency situation, the Polk County Board of Supervisors authorized one-time funding in the amount of \$500,000 to be distributed to the four resettlement organizations in Polk County.

Agencies shall submit to Polk County an invoice for reimbursement of expenses for goods and services provided to refugees who are currently in their 90-day resettlement period and only for expense that are eligible for reimbursement to the organization by the Office of Refugee Resettlement. Eligible expenses for reimbursement include:

- Rent/Housing
- Food
- Transportation
- Clothing/Household Items
- Other expenses with advance approval by Polk County, on a case-by-case basis.

This Agreement will make available to The International Rescue Committee (IRC) funds not to exceed \$165,000. Funds will be distributed upon the submission of an invoice to Polk County.

This Agreement shall commence on March 12, 2025 and shall terminate June 30, 2025.

Action Impact: Approval of this Agreement will allow IRC to continue providing goods and services to legal refugees in Polk County.

Fiscal Note: Total expenditure for this agreement is \$165,000 of the \$500,000.

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	\$165,000		N	10233414. 77490.01	

Additional Fiscal Note Information (optional): Funds made available during the term of this Agreement shall be subject to recovery by Polk County if federal funding of the organization and/or expenses of the organization has resumed for the time period during which the organization sought reimbursement.

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office is responsible for law enforcement in Polk County and incorporates the use of technology to detect and solve crimes and all available resources to protect and serve the public; and

WHEREAS, LeadsOnline LLC is a technology service which provides access to information from businesses which report financial/property theft to assist law enforcement agencies in the investigation of criminal activity; and

WHEREAS, the Polk County Sheriff's Office recommends the approval of the Subscription Services Agreement and the Order Form with LeadsOnline LLC for investigatory database access through 06/30/2028, with an option to renew for an additional one (1)-year term.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Subscription Services Agreement and the Order Form with LeadsOnline LLC for investigatory database access by the Polk County Sheriff's Office and authorizes the Polk County Sheriff to sign said Subscription Services Agreement and the Order Form 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:

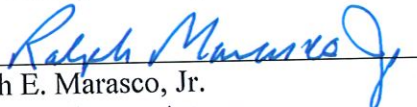
By:


Frank Marasco, Chief Financial Officer, PCSO
11:10 am, Feb 19, 2025

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:


Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Revenue: \$0 Expense: \$56,784 total through FY 27/28

#27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving LeadsOnline LLC Subscription Services Agreement and Order Form for investigatory database access.

Agenda Date: 03/11/2025

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

Previous Action taken by the Board: The Board of Supervisors approved a Resolution on 07/13/2020 authorizing the Polk County Sheriff to sign an Agreement with LeadsOnline LLC for investigatory database access.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: LeadsOnline LLC operates and maintains an electronic reporting and criminal investigation system for receiving transaction data for the use of law enforcement officials in their official duties and acts in the capacity of an agent for such law enforcement agencies for the purpose of collecting, maintaining, and providing access to transaction data and other records.

Action Impact: The Resolution authorizes the Polk County Sheriff's Office through the Subscription Services Agreement and the Order Form to access information from the LeadsOnline LLC database in the course of investigations of criminal cases to detect and solve crimes through 06/30/2028, with an option to renew for an additional one (1)-year term.

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
25/26	Y	\$14,679	\$0	Y	10041011.77390	NA
26/27	Y	\$15,119	\$0	Y	10041011.77390	NA
27/28	Y	\$15,573	\$0	Y	10041011.77390	NA

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office has a successful program providing law enforcement services to the Saydel Community School District per the Law Enforcement Services 28E Agreement dated 03/15/2022; and;

WHEREAS, the Saydel Community School District seeks to extend the term of the 28E Agreement with an ending date of June 30, 2026; and

WHEREAS, the attached Amendment to the Law Enforcement Services 28E Agreement has been developed to establish the terms, conditions, and costs for the Polk County Sheriff to provide these services; and

WHEREAS, the Polk County Sheriff's Office will continue to provide one (1) School Resource Officer assigned to the Saydel Community School District.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Amendment to the Law Enforcement Services 28E Agreement with the Saydel Community School District for law enforcement services and one (1) School Resource Officer and authorizes the Chair of the Polk County Board of Supervisors to sign said Amendment to the Law Enforcement Services 28E Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

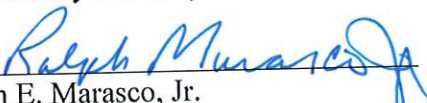
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO
11:20 am, Feb 19, 2025

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Revenue: \$55,678 Expense: \$166,823

#28

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the Amendment to the Law Enforcement Services 28E Agreement with the Saydel Community School District for law enforcement services and one (1) School Resource Officer.

Agenda Date: 3/11/2025

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

Previous Action taken by the Board: The Board approved the Law Enforcement Services 28E Agreement with the Saydel Community School District for law enforcement services and one (1) School Resource Officer on 03/15/2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office has a successful program providing law enforcement services to the Saydel School District, which has one (1) School Resource Officer. The existing 28E Agreement is effective through 06/30/2025.

The Saydel Community School District seeks to extend the term of the 28E Agreement with an ending date of June 30, 2026.

Action Impact: The Polk County Sheriff's Office will continue to provide one (1) Deputy as a School Resource Officer for service to the Saydel Community School District per the attached Amendment to the Law Enforcement Services 28E Agreement.

Status Note: Renewal

Fiscal Note: \$55,678 (1-Year Revenue) and \$166,823 (1-Year Expense). Saydel Community School District would pay 44.5% of the 9-month school year expense in FY 25/26. Multiple account codes in personal services will be affected by the assigned positions in the Patrol Division 10041001 and will be journal entried to 10041030 and 20041030 Law Enforcement Contracts for Salary and Benefits based on the hours worked each given month. Expenses for continued assignment of a Deputy include equipment and vehicle maintenance in Fund 10041001 and Safety in the workplace body camera, fleet camera and taser expenses in Fund 30049210.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26	Y	\$94,630 \$43,559 \$11,286 \$17,348	\$55,678	Y	10041030 20041001 10041001 30049210	10041030.52540.08

RESOLUTION

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

WHEREAS, The Polk County, Iowa provides a Deferred Compensation Retirement program for Polk County employees in accordance with Iowa Code section 331.324(1)(m) and §509A.12, and

WHEREAS, the Polk County has contracted with Creative Planning, LLC (formerly known as Mesirow Financial) to provide investment advisory services since October 4, 2011, and

WHEREAS, in accordance with best-practices and to ensure that Polk County is receiving the most competitive cost, the Deferred Compensation Committee along with the Department of Human Resources solicited competitive bids for investment advisory services, and

WHEREAS, after a review of the proposals received, the Deferred Compensation Committee recommends Polk County engage Creative Planning to provide investment advisory services for the Polk County 457 Employee Contribution Plan and Polk County Employer Match plan, as outlined in the attached Agreement For Investment Advisory Services, and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement For Investment Advisory Services, with Creative Planning, 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: 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: \$75,000 cost paid by plan assets.

#29

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approval of Agreement For Investment Advisory Services with Creative Planning, LLC

Agenda Date: March 11, 2025

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: By resolution dated 10/04/2011 approved initial service agreement with Mesirow Financial. By resolution dated 03/17/2015 approved service agreement with Mesirow Financial. By resolution dated 09/19/2023 approved acquisition agreement between Mesirow Financial and Creative Planning, LLC.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: In 2011, Polk County, Iowa selected Mesirow Financial as the investment advisor for the 457b Employee Contribution Plan and the 401a Employer Match Plan. In 2023, Mesirow Financial was acquired by Creative Planning, LLC.

As part of a competitive bid process, the Deferred Compensation Committee selected Creative Planning to provide investment advisory services for the 457b Employee Contribution Plan and the 401a Employer Match Plan. These services include, but are not limited to conducting a compliance overview of both plans, performing quarterly investment reviews, and assisting with the Request for Proposal for a new recordkeeper in 2025.

Action Impact: Approval of attached service agreement.

Fiscal Note: \$75,000 fee shall be paid by plan assets as a netted expense to plan participants. \$60,000 from the 457b plan and \$15,000 from the 401(a) plan.

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	\$0	\$0	N	N/A	
25/26	N	N/A	\$0	\$0	N	N/A	
26/27	N	N/A	\$0	\$0	N	N/A	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on February 25, 2025, the Polk County Board of Supervisors approved an agreement with AFSCME, Local 1868, to provide a 3% general increase effective the start of the pay period of July 1, 2025; and

WHEREAS, per the Compensation and Classification Study approved on October 22, 2024, AFSCME and Non-Bargaining Salary Schedules were aligned to foster internal equity; and

WHEREAS, Human Resources recommends continuation of internal equity resulting in a 3% base salary increase effective the start of the pay period of 7/1/2025 to Department Heads, Management/Supervisory, and Excluded employees, but excluding Polk County Elected Officials and First and Second Deputies of Elected Officials appointed and compensated under Sections 331.903 and 331.904 of the Code of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the above recommendation 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

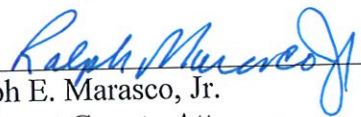
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Costs are incorporated in the FY25/26 budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: FY25/26 General Increases for Non-Bargaining Unit Employees

Agenda Date: March 11, 2025

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: N/A

Comply with Policy: Yes

Background: On February 25, 2025, the Polk County Board of Supervisors approved an agreement with AFSCME, Local 1868, to provide a 3% general increase effective the start of the pay period of July 1, 2025. Per the Compensation and Classification Study approved on October 22, 2024, AFSCME and Non-Bargaining Salary Schedules were aligned to foster internal equity. Human Resources recommends continuation of internal equity resulting in a 3% base salary increase effective the start of the pay period of 7/1/2025 to Department Heads, Management/Supervisory, and Excluded employees, but excluding Polk County Elected Officials and First and Second Deputies of Elected Officials appointed and compensated under Sections 331.903 and 331.904 of the Code of Iowa.

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

Fiscal Note: Costs are incorporated in the FY25/26 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
25/26	N				N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Interim County Administrator is requesting an additional position be added to the Board of Supervisors to support operations; and

WHEREAS, the Interim County Administration is requesting the following position modification:

- Create one (1) Executive Assistant to the BOS position, Excluded grade 11, range \$70,537-\$95,226.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the above position modification 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
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: The estimated cost is \$20,310 for FY24/25, \$113,978 for FY25/26, and \$120,013 for FY26/27.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: March 11, 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 requesting an additional Executive Assistant to the BOS position, Excluded grade 11, range \$70,537-\$95,226, to support operations.

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 \$20,310 for FY24/25, \$113,978 for FY25/26, and \$120,013 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	1	\$20,310		Y	10109000	
25/26	Y	1	\$113,978				
26/27	Y	1	\$120,013				

Additional Fiscal Note Information (optional): N/A

RESOLUTION

MOVED by _____
that the following Resolution be adopted:

SECONDED by _____

WHEREAS, the property identified in the County System as District 020 Parcel 02818-000-000/Geoparcel 7824-08-127-017 is owned by Big Brothers Big Sisters of Central Iowa.; and,

WHEREAS, the deadline to file for a tax exemption with the Polk County Assessor is February 1 of each year; and,

WHEREAS, Big Brothers Big Sisters of Central Iowa purchased the above referenced property after the February 1, 2023 deadline; and,

WHEREAS, if Big Brothers Big Sisters of Central Iowa had been able to file for the exemption before February 1, 2023 the above referenced property would have been exempt for the 2023 assessed year; and,

WHEREAS, Iowa Code §427.3 grants the authority of the Board of Supervisors to abate the taxes levied against property acquired after the deadline for filing for property tax exemption in the year in which the property was transferred; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to abate the prorated (81%) assessed year 2023 taxes payable September 2024 and March 2025 for Big Brothers Big Sisters of Central Iowa.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the abatement of the Big Brothers Big Sisters of Central Iowa prorated (81%) assessed year 2023 taxes payable September 2024 and March 2025 and waives all associated late fees or penalties; and

BE IT FURTHER RESOLVED that the Treasurer, Auditor and Assessor are directed to take all steps necessary to implement this resolution and correct their records accordingly.

Approved this _____ day of _____, 2025

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

#32

By:  
Assistant County Attorney

FISCAL NOTE: FY24/25 – minimal reduction in property tax revenue

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for Big Brothers Big Sisters of Central Iowa, District 020 Parcel 02818-000-000 Geoparcel 7824-08-127-017.

Agenda Date: March 11, 2025

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 property tax abatement request for Big Brothers Big Sisters of Central Iowa.

Comply with Policy: Yes

Background: Big Brothers Big Sisters of Central Iowa is the owner of District 020 Parcel 02818-000-000 / Geoparcel 7824-08-127-017 located at 2130 Grand Avenue, Des Moines. Big Brothers Big Sisters of Central Iowa is requesting an abatement for the taxes assessed year 2023.

Action Impact: Abate prorated taxes for assessed year 2023 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional): Minimal reduction in tax revenue

RESOLUTION

MOVED by _____
that the following Resolution be adopted:

SECONDED by _____

WHEREAS, the property identified in the County System as District 010 Parcel 32416-378-044/Geoparcel 7824-16-378-044 is owned by Kingdom Living Iowa.; and,

WHEREAS, the deadline to file for a tax exemption with the Polk County Assessor is February 1 of each year; and,

WHEREAS, Kingdom Living Iowa purchased the above referenced property after the February 1, 2023 deadline; and,

WHEREAS, if Kingdom Living Iowa had been able to file for the exemption before February 1, 2023 the property would have been exempt for the 2023 assessed year; and,

WHEREAS, Iowa Code §427.3 grants the authority of the Board of Supervisors to abate the taxes levied against property acquired after the deadline for filing for property tax exemption in the year in which the property was transferred; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to abate the assessed year 2023 taxes payable September 2024 and March 2025 for Kingdom Living Iowa.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the abatement of the Kingdom Living Iowa assessed year 2023 taxes payable September 2024 and March 2025 and waives all associated late fees or penalties; and

BE IT FURTHER RESOLVED the Treasurer, Auditor and Assessor are directed to take all steps necessary to implement this resolution and correct their records accordingly.

Approved this _____ day of _____, 2025

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY24/25 – minimal reduction in property tax revenue

#33

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for Kingdom Living Iowa for District 010 Parcel 32416-378-044 Geoparcel 7824-16-378-044.

Agenda Date: March 11, 2025

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 property tax abatement request for Kingdom Living Iowa.

Comply with Policy: Yes

Background: Kingdom Living Iowa is the owner of District 010 Parcel 32416-378-044 Geoparcel 7824-16-378-044 located at 3120 SW 9th Street. Kingdom Living Iowa is requesting an abatement for the taxes assessed year 2023.

Action Impact: Abate prorated taxes for assessed year 2023 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional): Minimal reduction in tax revenue

RESOLUTION

MOVED by _____

SECONDED by _____

that the following Resolution be adopted:

WHEREAS, the property identified in the County System as District 070 Parcel 02144-001-001/Geoparcel 7924-26-105-017 is owned by Emmanuel Chin Baptist Church; and,

WHEREAS, the deadline to file for a tax exemption with the Polk County Assessor is February 1 of each year; and,

WHEREAS, Emmanuel Chin Baptist Church purchased the above referenced property after the February 1, 2023 deadline; and,

WHEREAS, if Emmanuel Chin Baptist Church had been able to file for the exemption before February 1, 2023, the property would have been exempt for the 2023 assessed year; and,

WHEREAS, Iowa Code §427.3 grants the authority of the Board of Supervisors to abate the taxes levied against property acquired after the deadline for filing for property tax exemption in the year in which the property was transferred; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to abate the assessed year 2023 taxes payable September 2024 and March 2025 for Emmanuel Chin Baptist Church.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa authorizes the abatement of the Emmanuel Chin Baptist Church assessed year 2023 taxes payable September 2024 and March 2025 and waives all associated late fees or penalties; and

BE IT FURTHER RESOLVED that the Treasurer, Auditor and Assessor are directed to take all steps necessary to implement this resolution and correct their records accordingly.

Approved this _____ day of _____, 2025

POLK COUNTY, IOWA

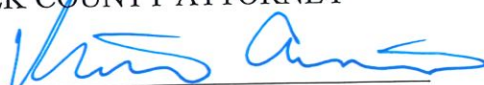
Chairperson

RECOMMENDED FOR APPROVAL:



Sarah Boese
Deputy County Administrator

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: FY24/25 – minimal reduction in property tax revenue

34

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution abating property taxes for Emmanuel Chin Baptist Church for District 070 Parcel 02144-001-001 / Geoparcel 7924-26-105-017.

Agenda Date: March 11, 2025

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 property tax abatement request for Emmanuel Chin Baptist Church.

Comply with Policy: Yes

Background: Emmanuel Chin Baptist Church is the owner of District 070 Parcel 02144-001-001 / Geoparcel 7924-26-105-017 located at 147 Euclid Avenue, Des Moines. Emmanuel Chin Baptist Church is requesting an abatement for the taxes assessed year 2023.

Action Impact: Abate taxes for assessed year 2023 taxes.

Fiscal Note:

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

Additional Fiscal Note Information (optional): Minimal reduction in tax revenue

RESOLUTION

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

WHEREAS, Capitol Park Neighborhood Association is a 501(c)(3) non-profit and is dedicated to improving the quality of life for their residents and community; and

WHEREAS, Capitol Park Neighborhood Association has partnered with the City of Des Moines on an improvement project. Capitol Park Neighborhood Association is requesting a Community Development Grant to assist with the renovation of historic brick sidewalks located on the north and south sides of 1300 Fremont Street, Des Moines, Polk County, Iowa; and

WHEREAS, the improvement project is focused on 13,700 linear feet of sidewalk brick repair within the Capital Park Neighborhood. The project will preserve historic neighborhood character and improve accessibly for disabled residents; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Capitol Park Neighborhood Association to award grant funds for the historic preservation of the brick sidewalks in the Capital Park Neighborhood; and

WHEREAS, the grant award will serve the public purpose by providing accessible and safe sidewalks that will assist residents needing to utilize public transportation. This project will also preserve the historic sidewalks; and

WHEREAS, pursuant to the Grant Agreement for a Community Development Grant Award, the grant funds shall only be used for the costs related to the construction and materials of the improvement project; 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 approved the terms of the attached Agreement for a Community Development Grant Award in the amount of \$36,910.00 to Capitol Park Neighborhood Association and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

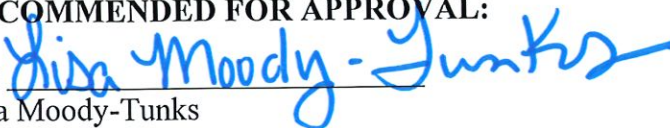
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

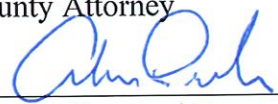
By: _____


Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____


Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$36,910.00 FY24/25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Capitol Park Neighborhood Association, a 501(c)(3) non-profit organization.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: A Community Betterment Grant award approved May 21, 2025 for \$4,500.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Capital Park Neighborhood Association and the City of Des Moines have partnered for an improvement project. Capitol Park Neighborhood Association applied for a Polk County Community Development Grant to assist with the renovation of historic brick sidewalks located on the north and south sides of 1300 Fremont Street, Des Moines, Polk County, Iowa.

The Community Development Grant award will serve the public purpose by providing accessible and safe sidewalks that will assist residents needing to utilize public transportation. This project will also preserve the historic sidewalks.

Action Impact: The adoption of this resolution will award \$36,910.00 of gaming revenue to Healthy Birth Day Inc., 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	\$36,910.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Healthy Birth Day Inc., is a 501(c)(3) non-profit and is dedicated to improving birth outcomes through programming, advocacy and research. Health equity is a priority and a goal to reduce racial disparities; and

WHEREAS, Healthy Birth Day Inc. is requesting a Community Development Grant to assist with purchasing and the implementation of an AI based data analytics tool that will enhance the application for Count the Kicks. This technology enhancement will provide better access for health literacy and improve birth outcomes; and

WHEREAS, Healthy Birth Day Inc. is focused on providing better access for expectant mothers by updating the information in 21 languages which will improve health literacy and decrease pregnancy complications; and

WHEREAS, Polk County, Iowa desires to enter into an Agreement with Healthy Birth Day Inc. to award grant funds for the purchase and implementation of Count the Kicks AI based data analytics tool that will enhance their user interface and design; and

WHEREAS, the grant award will serve the public purpose by providing access to an enhanced application that will save lives by empowering expectant mothers with actionable information that will improve pregnancy outcomes and reduce disparities in maternal and fetal health; and

WHEREAS, pursuant to the Grant Agreement for a Community Development Grant Award, the grant funds shall only be used for the costs related to the technology upgrades for the AI based data analytics tool; 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 approved the terms of the attached Agreement for a Community Development Grant Award in the amount of \$50,000.00 to Healthy Birth Day Inc. 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: _____

Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____

Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund \$50,000.00 FY24/25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for Healthy Birth Day Inc., a 501(c)(3) non-profit organization.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: A sponsorship award approved January 30, 2024 for \$4,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Healthy Birth Day Inc. applied for a Polk County Community Development Grant to assist with purchasing and the implementation of an AI based data analytic tool that will enhance the application for Count the Kicks. This technology enhancement will provide better access for health literacy and improve birth outcomes.

The Community Development Grant award will serve the public purpose by providing access to an enhanced application that will save lives by empowering expectant mothers with actionable information that will improve pregnancy outcomes and reduce disparities in maternal and fetal health.

Action Impact: The adoption of this resolution will award \$50,000.00 of gaming revenue to Healthy Birth Day Inc., 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	\$50,000.00	\$0	N	40109032.79410	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 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.

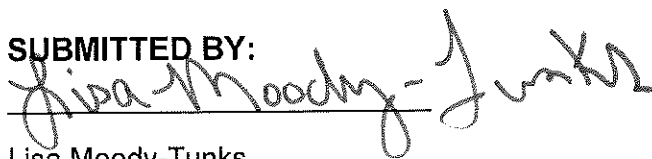
WHEREAS, the grant funds shall be sources only from available gaming revenue funds and not from tax revenues; and,

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$106,000.00 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: \$106,000.00 from the Community Betterment fund, FY 24-25

#3

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: March 11, 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-December 17, 2024 for \$15,000.00.

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 \$106,000.00 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
24/25		\$106,000.00		N	40109033.79410	

Additional Fiscal Note Information (optional):

**Community Betterment Grant Awards
March 11, 2025**

ALHS Alumni Foundation	\$12,000.00
Ankeny After Prom Inc.	\$8,000.00
Ankeny Area Chamber of Commerce	\$11,500.00
Bondurant-Farrar Education Foundation fiscal agent for Bondurant-Farrar After Prom Committee	\$4,000.00
Brushy Creek Area Honor Flight	\$10,000.00
Build Lincoln Higher Booster Club fiscal agent for Lincoln High School Senior Prom/Senior Celebration	\$6,000.00
Dallas Center Grimes Education Foundation	\$9,000.00
Des Moines North High Booster Club (North High Post Prom)	\$5,000.00
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	\$4,000.00
North Polk Community School Foundation fiscal agent for North Polk Post Prom	\$3,000.00
Roosevelt High School PTA	\$5,000.00
Saydel Eagles Athletic Booster Club fiscal agent for Saydel Events d/b/a Saydel After Prom	\$4,000.00
Scarlet Pride, Inc. fiscal agent for East High Post Prom	\$5,000.00
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	\$3,000.00

Community Betterment Grant Awards
March 11, 2025

TOTAL	\$106,000.00

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 \$5,500.00 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
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$5,500.00 total in funds allocated for the attached Community Sponsorship Award List.

#38

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: March 11, 2025

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

Previous Action taken by the Board: Sponsorship Awards approved February 25, 2025 for \$22,600.00.

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 \$5,500.00 of gaming revenue to sponsor various non-profit events or initiatives in 2025.

Action Impact: Passing of this resolution will award \$5,500.00 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		\$5,500.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

March 11, 2025

Ankeny Christian Academy	\$500.00
Capital City Pride	\$5,000.00
Total	\$5,500.00

MEMORANDUM OF APPOINTMENTS
March 11, 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
2/27/2025	Ackerman, Melanie	Health	Laboratory Supervisor 10223013	M14		\$120,787	S	Merit increase, fr. Laboratory Supervisor, M14 @ \$116,141. PAF and eval on file. Retro to 2/27/25.
4/14/2025	Arguilez, Stephanie	Treasurer	Customer Service Assistant 10039022	A8		\$55,995	N	Rep. J. Nicholson term 2/21/25.
3/22/2025	Barrera, Emma	Treasurer	Vehicle Specialist 10038100	A9		\$63,273	P	Fr. Custmer Service Assistant, A8 @ \$60,260. Rep. B. Simmons prom 2/22/25.
4/16/2025	Bracelin, Brandon	Sheriff	Captain 10041001	M16		\$146,027	S	Merit increase, fr. Captain, M16 @ \$140,411. PAF and eval on file.
3/22/2025	Cockerham, Nicole	CFYS	Social Worker Aide 10233311	A7		\$68,051	P	Fr. Administrative Support Specialist, A6 @ \$64,810. Rep. P. Patterson term 1/24/25.
3/8/2025	Guns, Meggan	County Attorney	Bureau Chief 10051101	AD35		\$216,866	P	Fr. Assistant County Attorney, ATTY @ \$155,262. Rep. N. Horvat Voluntary Demotion 3/8/25. Retro to 3/8/25.
4/1/2025	Hook, Bradley	Sheriff	Sergeant 10041062	M14		\$103,253	S	Merit increase, fr. Sergeant, M14 @ \$99,282. PAF and eval on file.
3/5/2025	Horman, Scott	Information Technology	Deputy Director 10289112	M19		\$185,350	S	Merit increase, fr. Deputy Director, M19 @ \$178,221. PAF and eval on file. Retro to 3/5/25.
3/8/2025	Horvat, Nan	County Attorney	Assistant County Attorney 3/8/2025	ATTY	MAX	\$168,825	O	Fr. Bureau Chief, AD35 @ \$216,866. Rep. M. Guns prom 3/8/25. Voluntary Demotion. Retro to 3/8/25.
3/22/2025	Lucas, Hayden	General Services	Facilities Maintenance Specialist 10279106	A8		\$48,616	P	Fr. Building Technician, A5 @ \$46,301. Rep. T. Wong transfer 3/22/25.

1/12/2025	Moon, Kristi	Treasurer	Treasurer Team Lead 10038100	M13		\$87,151	S	Merit increase, fr. Treasurer Team Lead, M13 @ \$83,799. PAF and eval on file. Retro to 1/12/25.
3/24/2025	Moyer-Stevens, Andrea	Sheriff	Detention Officer PT <30 Hours 10041051	T15		\$31,096	N	Rep. W. Johnston term 7/9/24.
1/20/2025	Pion, Curtis	Sheriff	Sheriff Business Manager 10041061	M16	MAX	\$150,574	S	Merit increase, fr. Sheriff Business Manager, M16 @ \$147,257. PAF and eval on file. Retro to 1/20/25.
4/14/2025	Pocasangre, Rolando	Treasurer	Customer Service Assistant 10038100	A8		\$55,995	N	Rep. D. Coates prom 2/22/25.
2/20/2025	Shore, Ashley	County Attorney	Budget & Collections Supervisor 10051101	M13	MAX	\$113,128	S	Merit increase, fr. Budget & Collections Supervisor, M13 @ \$110,778. PAF and eval on file. Retro to 2/20/25.
3/22/2025	Sims, Kent	Sheriff	Stores Worker 10041051	A6		\$62,168	T	Fr. Jail Food Services Aide, A6 @ \$62,168. Lateral transfer. Rep. A. Vance prom 2/8/25. No change in salary.
3/8/2025	Strong, Rachael	County Attorney	Legal Assistant 10051102	A9		\$60,475	O	Correction to previous salary on the 2/25/25 MOA. The previous salary should have been \$48,967 due to a 6 month increase on 3/3/25. The new salary is not affected by this change.
3/12/2025	Tucker, Rodney	Human Resources	Safety Specialist Security Supervisor 30129210	M14	MAX	\$124,441	S	Merit increase, fr. Safety Specialist Security Supervisor, M14 @ \$121,793. PAF and eval on file.
4/14/2025	Weeter, Cherie	Treasurer	Customer Service Assistant 10038100	A8		\$55,995	N	Rep. H. Oulman term 12/3/24.
3/22/2025	White, Brian	General Services	Grounds Maintenance Specialist 10271051	A8		\$59,148	P	Fr. Building Technician, A5 @ \$56,331. Rep. J. Powell prom 3/8/25.
3/22/2025	Wong, Tom	General Services	Building Attendant (SBS) 10273402	A8		\$65,736	T	Fr. Facilities Maintenance Specialist, A8 @ \$65,736. New position per resolution dated 2/25/25. No change in salary.

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