

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
FEBRUARY 27, 2024 9:30 A.M.**

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

PUBLIC HEARING

**2024 BATCH AND BUILD PROJECT – PLANS, SPECIFICATIONS,
FORM OF CONTRACT & ESTIMATE**

- *5. Resolution approving plans, specs, form of contract and estimate for the 2024 Batch and Build Project.

PUBLIC HEARING

ISSUANCE OF \$1,500,000 GENERAL OBLIGATION BONDS OR CAPITAL LOAN NOTES

6. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,500,000 General Obligation Bonds or Capital Loan Notes.

PUBLIC HEARING

ISSUANCE \$15,500,000 GENERAL OBLIGATION BONDS OR CAPITAL LOAN NOTES

7. Resolution ratifying, confirming and approving publication of notice and public hearing and instituting proceedings to take additional action for the issuance of not to exceed \$15,500,000 General Obligation Bonds or Capital Loan Notes.

8. **PUBLIC COMMENTS**

PERMITS

9. Renewal application for Class “C” Retail Alcohol License with Outdoor Service Area and Catering Permit for Toad Valley Golf Course, 237 NE 80th Street.
10. Renewal application for Class “C” Retail Alcohol License with Outdoor Service Area Permit for Woodland Hills Golf Course, 620 NE 66th Avenue.
11. Ownership update for Class “B” Retail Alcohol License for Kwik Star #1086, 5145 NE 14th.
12. Ownership update for Class “B” Retail Alcohol License for Tobacco Outlet Plus Grocery #506, 4923 Merle Hay Road.

PETITIONS

- *13. Petition to suspend taxes and special assessments and authorizing Chairperson to sign the Application and Affidavit for Redemption of Parcel for 7169 NW 16th, Ankeny (Doggett).

RESOLUTIONS

- *14. Resolution approving 2024 Batch and Build Project right-of-entry and temporary construction easement agreements.
- *15. Resolution approving weatherization contract with Iowa Department of Health and Human Services (HEAP-24-20).
- *16. Resolution approving Cooperative Public Services Agreement with City of Pleasant Hill for NE Rising Sun Reconstruction Project.
- *17. Resolution approving Drainage District Consent Agreement with Iowa DOT for work in drainage district 34 (near Hwy 141 and Hwy 415).
- *18. Resolution approving amendment to the Central Iowa Water Quality Wetland Project 28E Agreement.
- 19. Resolution approving preliminary plat of Oceanview Acres Estates.
- 20. Resolution approving MH/ID/DD service approvals and authorizing expenditures from Mental Health & Disability (MHDS) Region Fund (mental health/intellectual disability/development disability).
- *21. Resolution approving lease agreement templates for use in leasing Polk County owned properties designated as group homes, residential care facilities, crisis facilities and recovery facilities.
- *22. Resolution approving agreement with City of Des Moines authorizing the use of the parking lot at River Place (2309 Euclid) during MEGA Scrub Day (May 18, 2024).
- *23. Resolution approving agreement with the B Jr Company LLC to address lead hazard repairs at 3111 E. 8th Street (Zaldana).
- *24. Resolution approving agreement with FexSteve Limited to address lead hazard repairs at 2133 E. Grand Avenue (Dale).
- *25. Resolution approving Data Sharing Agreement with Iowa Department of Health and Human Services (gun-related hospitalizations).
- 26. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for March 26, 2024 on proposed property tax levy.
- 27. Resolution creating position in the Conservation Department.
- 28. Resolution creating positions within the Human Resources Department.
- 29. Resolution approving FY 24/25 General Increases for Non-Bargaining Unit Employees.

- 30. Resolution approving recommendation of the Polk County Assessor for disallowances of the Homestead Tax Credit.
- 31. Resolution approving recommendation of the Polk County Assessor for disallowance of the Homestead Tax Exemption.
- 32. Resolution approving recommendation of the Polk County Assessor for disallowance of the Military Service Tax Exemption.
- *33. Resolution approving February 2024 manufactured home abatements.
- 34. Resolution authorizing the issuance of \$166,735,000 General Obligation Bonds or Capital Loan Notes (Series 2024) and levying a tax for the payment thereof.
- 35. Resolution declaring an official intent (under Treasury Regulation 1.150-2) to issue debt to reimburse the County for certain original expenditures paid in connection with specified projects.
- 36. Resolution approving Community Sponsorship awards.

COMMUNICATIONS

- 37. Notice that the Board of Supervisors will convene as a Canvassing Board on March 12, 2024 to canvass votes cast for the Woodward-Granger Special Election held March 5, 2024.
- *38. City Development Board Filing of Written Decision City of Ankeny Voluntary Annexation, including non-consenting owners, within urbanized area of Altoona and Des Moines.
- *39. City Development Board Filing of Written Decision City of Ankeny Voluntary Annexation, including non-consenting owners, within urbanized area of Alleman.
- *40. City Development Board Filing of Written Decision City of West Des Moines Voluntary annexation within urbanized area of the City of Cumming.

BUDGET ACTIONS

- *41. Memorandum of Budget Actions.

APPOINTMENTS

- *42. Memorandum of Appointments.

ADJOURNMENT

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

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

RESOLUTION

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

WHEREAS, by Resolution 34-24, dated February 13, 2024, Polk County, Iowa set a public hearing for February 27, 2024 at 9:30 a.m. in room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa to approve the proposed plans, specifications, form of contract and estimated cost of the public improvements to be constructed pursuant to the Project; and

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

WHEREAS, Polk County Public Works Department has reviewed plans and specifications for the construction of the 2024 Batch and Build Project and recommends approval; and

WHEREAS, interested parties may obtain Contract Documents, project information, proposed plans, specifications, and estimated costs and submit bids via BidNet Direct until bid submission deadline/closing date and time of March 19, 2024, at 2:00 PM CST.

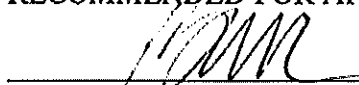
NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the plans, specifications, form of contract and estimated cost of the public improvements to be constructed pursuant to the 2024 Batch and Build Project.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: None

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 39-24 to hold public hearing and approve plans, specifications, form of contract, and estimate for 2024 Batch and Build Project.

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: Resolution 34-24 on February 13, 2024 setting Public Hearing.

Board/Commission Actions: N/A

Action Requested (Recommended): Resolution approves proposed plans, specifications, form of contract and estimated cost of the public improvements to be completed pursuant to the 2024 Batch and Build Project prior to entering into a contract responsive to a public bid.

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

Background: Polk County Public Works has initiated its third batch and build project, for the installation of saturated buffers and bioreactors to improve water quality. The 2024 Batch and Build Project includes the installation of 35 saturated buffers and 14 bioreactors.

Action Impact: Approval of resolution approves proposed plans, specifications, form of contract, and estimated costs of public improvements.

Fiscal Note: None

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

Additional Fiscal Note Information (optional):

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

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,500,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES

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 \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of public buildings, including the site or grounds of, and the erection, equipment remodeling, or reconstruction of, and additions or extensions to buildings, including elevator improvements at the Iowa Hall of Pride, 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.

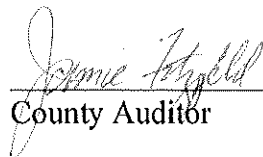
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
COUNTY OF POLK, STATE OF IOWA:

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 \$1,500,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

PASSED AND APPROVED this 27th day of February, 2024.

Chairperson

ATTEST:



County Auditor

ROLL CALL

#6

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

RESOLUTION RATIFYING, CONFIRMING AND
APPROVING THE PUBLICATION OF NOTICE AND PUBLIC
HEARING AND INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$15,500,000 GENERAL OBLIGATION BONDS OR
CAPITAL LOAN NOTES

WHEREAS, on February 13, 2024, the Board of Supervisors fixed the date for a public meeting on not to exceed \$7,500,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of capital projects for the construction, reconstruction, improvement, repair, or equipping of bridges, roads and culverts; and

WHEREAS, certain projects are moving more quickly, necessitating financing additional costs, causing the not to exceed amount for the Bonds or Notes to increase from \$7,500,000 to \$15,500,000; and

WHEREAS, notice of the meeting on not to exceed \$15,500,000 General Obligation Bonds or Capital loan Notes has been duly published, and 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 \$15,500,000 General Obligation Bonds or Capital Loan Notes, for the essential county purposes, in order to provide funds to pay the costs of capital projects for the construction, reconstruction, improvement, repair, or equipping of bridges, roads and culverts, 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 the publication of notice and action of the Board holding a public meeting and hearing on the not to exceed \$15,500,000 General Obligation Bonds or Capital Loan Notes is hereby ratified, confirmed, and approved.

Section 2. 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 \$15,500,000 General Obligation Bonds or Capital Loan Notes, for the foregoing essential county purposes.

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PASSED AND APPROVED this 27th day of February, 2024.

Chairperson

ATTEST:



County Auditor

ROLL CALL

RESOLUTION

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

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

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

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

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

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

WHEREAS, to provide water quality improvements through the installation of saturated buffers and bioreactors, 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 that Polk County, Iowa approves the nineteen (19) Right of Entry and Temporary Construction Easement agreements presented and authorizes the Chair of the Polk County Board of Supervisors to sign the agreement on behalf of Polk County and Public Works will provide payment.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

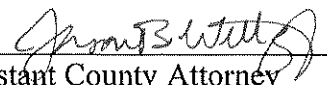
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: None

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 40-24 to approve 2024 Batch and Build Project Right of Entry and Temporary Construction Easement agreements.

Agenda Date: February 27, 2024

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

Action Requested (Recommended): Resolution approves nineteen (19) agreements to enter properties for the construction of saturated buffers and bioreactors to improve water quality.

Comply with Policy: Yes

Background: The Polk County 2024 Batch and Build Project will install practices to reducing nitrate runoff from agricultural tile drainage. Polk County will operate as fiscal agent that will be group installations on private land using a combination of county, state, and federal funds. Easement will allow access onto private property for construction.

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

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24	Y	\$48,000	\$48,000	N		

Additional Fiscal Note Information (optional):

Funding will be tracked and managed from Economic Development Fund

RESOLUTION

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

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

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

Contract Name/Number	Contract Value	Effective Date	Expiration Date
HEAP-24-20	\$986,289.00	January 24, 2024	December 31, 2024

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the Weatherization Contract HEAP-24-20 and authorizes the Chair and the Public Works Directors' digital signature on the contracts with the Iowa Department of Health and Human Services in the total amount of \$986,289.00; and

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VanDeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

Fiscal Note: Revenue of \$986,289.00 from the State of Iowa and offset by equal amount of expenditure.

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 22-24 approving HEAP-24-20 Weatherization contract with State of Iowa.

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: Previous years contracts

Board/Commission Actions: N/A

Action Requested (Recommended): Approval

Comply with Policy: Yes

Background: Polk County operates a Weatherization Assistance Program to make the homes of low-income residents more energy efficient, to reduce the clients' fuel bills and increase their comfort, and to improve the health and safety in homes by identifying and mitigating health and safety problems such as carbon monoxide, combustion appliance back-drafting and high indoor moisture levels. These services are provided free of charge to qualified residents. Polk County receives Low Income Housing Energy Assistance Program (HEAP) funds from the Iowa Department of Health and Human Services to support the Weatherization Program. The HEAP-24-20 contract provides funds in the amount of \$986,289.00 and is effective January 1, 2024 to December 31, 2024.

Action Impact: The proposed resolution will approve the \$986,289.00 contract with the Iowa Department of Health and Human Services for the Weatherization Assistance Program and authorizes the Chair and the Public Works Director to digitally sign the HEAP-24-20 Contract.

Fiscal Note: \$986,289.00 contract from the Iowa Department of Health and Human Services offset by an equal amount of expenditure.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
2023	Y	\$493,144.50	\$493,144.50	Y		
2024	Y	\$493,144.50	\$493,144.50	Y		

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 the mutual advantage of each party; and

WHEREAS, a portion of NE Rising Sun Drive between NE 64th Street and NE 70th Street is a joint jurisdictional roadway between Polk County and the City of Pleasant Hill and is in need of improvements; and

WHEREAS, to assure funds for this project are included in the City of Pleasant Hill proposed FY 2024/2025 budget and capital improvement program, the Public Works Department has developed an "Agreement for Cooperative Public Service" with the City of Pleasant Hill for the NE Rising Sun Drive Reconstruction Project which details the funding and project development responsibilities of each party.

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

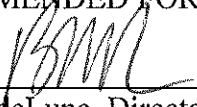
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Pleasant Hill and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

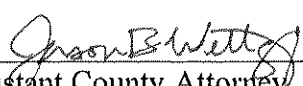
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE:

Est. Costs for the NE Rising Sun Drive Improvement Project

Polk County Public Works Costs	\$2,613,480.29
City of Pleasant Hill Costs	\$1,497,058.51
Total Estimated Costs	\$4,110,538.80

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 36-24 to approve a Cooperative Public Service Agreement with the City of Pleasant Hill for NE Rising Sun Reconstruction Project.

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: None Required

Board/Commission Actions: None Required

Action Requested (Recommended): Approve the terms of the Cooperative Public Service agreement, adopt the agreement, and authorize the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: A portion of NE Rising Sun Drive is joint jurisdictional roadway between Polk County and the City of Pleasant Hill and is in need of improvements. To assure funds for this project is included in the City of Pleasant Hill's proposed FY 2024/2025 budget and capital improvement program, the Public Works Department has developed an "Agreement for Cooperative Public Service" with the City of Pleasant Hill for the NE Rising Sun Drive Reconstruction Project which details the funding and project development responsibilities of each party.

Action Impact: Allows development of the project to continue and assures the City of Pleasant Hill's participation.

Fiscal Note: None at this time.

Estimated Costs based on jurisdiction

Polk County Public Works FY 23/24 costs	\$2,613,480.29
City of Pleasant Hill costs	\$1,497,058.51
Total Estimated Project cost	\$4,110,538.80

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

Additional Fiscal Note Information (optional):

Res. No. 37-24
February 27, 2024

RESOLUTION

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

WHEREAS, the Iowa Department of Transportation (IDOT) is developing a project to improve Iowa Highway 141 just north of Iowa Highway 415 in Section 9, T-80N, R-25W in Jefferson Township, just north of NW 106th Avenue; and

WHEREAS, this project impacts part of the Drainage District No. 34 for which the Polk County Board of Supervisors are Trustees; and

WHEREAS, to facilitate this work, the Iowa Department of Transportation has provided Polk County with the attached Drainage District Consent Agreement to formalize the requirements of each agency for the proposed easement and improvements as part of this project; and

WHEREAS, the Public Works Department has reviewed this consent agreement and recommends its approval.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Iowa Department of Transportation Drainage District Consent Agreement for improvements to the Drainage District No. 34 along NW 106th Ave for the IDOT Iowa Highway 141 project just north of Iowa Highway 415 in Section 9, T-80N, R-25W in Jefferson Township, just north of NW 106th Avenue, adopts the agreement on behalf of Drainage District 34, and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Drainage District No. 34; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the Iowa Department of Transportation and administer the agreement on behalf of Drainage District 34.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

#17

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 37-24 approving Drainage District Consent Agreement with Iowa Department of Transportation (IDOT) for work in Drainage District 34 near Hwy 141 and Hwy 415.

Agenda Date: February 27, 2024

Contact Individual: Bret VandeLune, Director, Polk County Public Works Department, 286.2290

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Approve the terms of the attached IDOT Agreement and adopt the agreement on behalf of Drainage District No. 34.

Comply with Policy: Yes

Background: IDOT is developing a project to improve Iowa Highway 141 just north of Iowa Highway 415 in Section 9, T-80N, R-25W in Jefferson Township, just north of NW 106th Avenue for which the Polk County Board of Supervisors are Trustees. To facilitate this work, IDOT has provided Polk County with the attached Drainage District Consent Agreement to formalize the requirements of each agency for the proposed easement and improvements as part of this project. The Public Works Department has reviewed this consent agreement and recommends its approval.

Action Impact: Allows the IDOT to proceed with development of the project.

Fiscal Note: No cost to Polk County, Drainage District No. 34

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County approved a Fiscal Agent Funding Agreement with the Iowa Department of Agriculture and Land Stewardship (IDALS) through resolution number 48-23, dated April 4, 2023 for the design and construction of water quality wetlands; and

WHEREAS, Polk County has developed stream restoration projects to stabilize stream banks, protect infrastructure, and improve water quality in Eastern Polk County; and

WHEREAS, the IDALS has proposed to fund stream restoration projects following the same fiscal agent process used for wetlands; and

WHEREAS, the proposed amendment adds stream restoration as an eligible practice to be designed and installed by Polk County.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the Amendment to the 28E Agreement between Polk County, Iowa and Iowa Department of Agriculture & Land Stewardship, authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 38-24 to approve amendment to the Central Iowa Water Quality Wetland Project 28E Agreement.

Agenda Date: February 27, 2024

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

Board/Commission Actions: Resolution 48-23 dated April 4, 2023 approving 28E Fiscal Agent Agreement.

Action Requested (Recommended): Approval of the proposed agreement amendment.

Comply with Policy: N/A

Background: Polk County has partnered with the Iowa Department of Agriculture and Land Stewardship (IDALS) to fund wetlands to improve water quality. IDALS has proposed funding Polk County stream restoration projects through an amendment to the wetland fiscal agent agreement.

Action Impact: Action approves this Agreement Amendment between the County and IDALS for the role of Fiscal Agent to complete both wetland and stream projects.

Fiscal Note: Polk County will act as the fiscal agent for the agreement and IDALS will provide up to 100% funding for eligible construction and engineering costs.

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

Additional Fiscal Note Information (optional):

Funding will be tracked in the Public Works Economic Development Fund

RESOLUTION

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

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

WHEREAS, the major subdivision preliminary plat proposes four (4) single-family residential lots and one (1) street lot on approximately 40.29 acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa, except the following Subdivision Ordinance requirement: 1) No residential block length shall exceed 1,320 feet; and

WHEREAS, the owners/developers request the following waiver from the Subdivision Ordinance requirements: 1) Waiver from the maximum residential block length of 1,320 feet, effectively waiving the requirement to install a public street extension for this development; and

WHEREAS, the Polk County Zoning Commission on January 22, 2024 recommended approval of the major subdivision preliminary plat to the Board of Supervisors, including the above noted waiver from the Subdivision Ordinance, by a vote of 5-0, with two (2) members absent.

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

Sewer Service:	Individual Septic Systems
Water Service:	Xenia Rural Water District
Zoning:	"ER" – Estate Residential District
Platted by:	Oceanview Estates, LLC, represented by Zach Sherer (owners/developers)
Surveyor/Engineer:	Nick Carter, Carter Surveying & Construction Services
Location:	The subject property is located on the south side of NW 146 th Avenue, being approximately one-half (½) mile east of the intersection of NW 146 th Avenue and NW 142 nd Street (Hwy 17).
Township:	Union

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

Bret VandeLune, Director
Polk County Public Works Department

*19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 41-24 approving the Preliminary Plat of Oceanview Acres Estates.

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: The Polk County Zoning Commission met on January 22, 2024 and voted five (5) in favor and zero (0) against, with two (2) members absent, to recommend approval of the Preliminary Plat.

Action Requested (Recommended): Approval

Comply with Policy: Yes. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances, pending approval of the requested waiver to the block length/public street extension requirement.

Background: The Plat proposes four (4) single-family residential lots and one (1) street lot on approximately 40.29 acres of land zoned "ER" Estate Residential District. Lots 1 and 2 are just under ten (10) acres each. Lot 3 is 16.20 acres, and Lot 4 is 3.37 acres. There are no outlots proposed. There is one street lot, as required by the County to dedicate existing road easement along NW 146th Avenue to Polk County by deed. Staff and the Zoning Commission are supportive of the requested block length waiver due to the limited number of lots proposed and minimal access and circulation benefits that would be provided by a new public street extension. The property will be served by public water through Xenia Rural Water District. The developer is working with Xenia to extend the offsite public water as required to serve the development. Wastewater treatment will be provided by an individual septic system.

Action Impact: Approval of the Preliminary Plat allows for submittal of a final plat for staff review. The final plat will come before the Board for approval prior to recording. The water main extension to serve the development must be completed, or adequate surety provided, prior to final plat approval.

Fiscal Note: None

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

Additional Fiscal Note Information (optional): None

Oceanview Acres Estates
Major Preliminary Plat

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

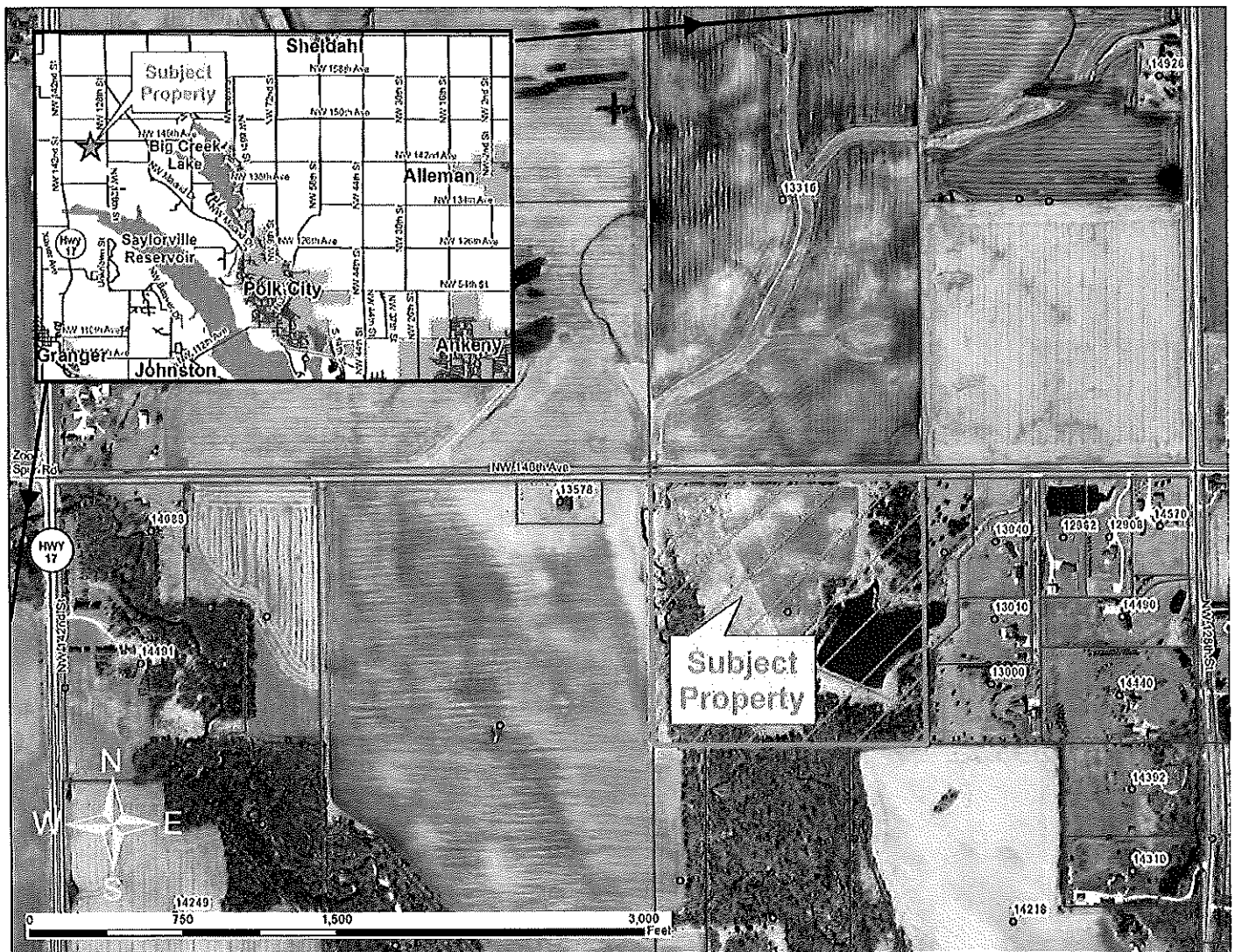
SEWER: Individual Septic Systems

WATER: Xenia Rural Water District

TOWNSHIP: Union

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

Vicinity Map:



RESOLUTION

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

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

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

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

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

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

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

WHEREAS, these services and expenditures were reviewed and approved for submission by the Polk County (MHDS) Region Governing Board; and

WHEREAS the staff of the Polk County MHDS Region Administrator and Polk County MHDS Region Governing Board have determined that it is in the best interests of the clients and Polk County for the providers listed to provide the services needed by the clients.

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

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

#20

RECOMMENDED FOR APPROVAL:

Log# 445

By: Annie Uetz

Annie Uetz, CEO

Polk County Behavioral and Disability Services Department –
Polk County MHDS Region Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: \$82,924.89 from the Polk County MHDS Region Fund

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: 02/27/2024

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

Previous Action taken by the Board: None

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

Comply with Policy: Yes

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

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipat ed Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y		\$ 74,776.41		N	Ask Deb for Code	
24/25	Y		\$ 8,148.48				

Additional Fiscal Note Information (optional):

Memorandum of MH/ID/DD Non Network Provider Request												
Proposal #	Provider	Service	Start Date	End Date	Units	Unit Type	Unit Rate	Region Portion	Maximum Monthly Cost	Maximum Cost of Approval	FY24 Expenses	FY25 expenses
1	Pride Group	RCF Daily service	1/1/2024	6/30/2024	31	Month	\$ 100.61	100%	100.61	603.66	603.66	0
2	Codi Herrera	Respite	5/1/2024	4/30/2025	192	month	\$ 10.61	100%	\$ 2,037.12	\$ 24,445.44	\$ 16,296.96	\$ 8,148.48
3	Woodward Community Based Services	Supported Community Living	2/1/2024	2/29/2024	31	Month	\$ 405.25	100%	\$ 12,562.75	\$ 12,562.75	\$ 12,562.75	0
4	University of Iowa	Supported Education REACH	2/1/2024	5/31/2024	1	Month	\$4,412.00	100%	\$ 17,648.00	\$ 17,648.00	\$ 17,648.00	0
5	University of Iowa	Supported Education REACH	2/1/2024	5/31/2024	1	Month	\$4,412.00	100%	\$ 17,648.00	\$ 17,648.00	\$ 17,648.00	0
6a	Optima	Supported Community Living	2/16/2024	2/28/2024	13	Month	\$ 227.66	100%	\$ 2,959.58	\$ 2,959.58	\$ 2,959.58	\$ -
6b	Optima	Supported Community Living	3/1/2024	3/31/2024	31	Month	\$ 227.66	100%	\$ 7,057.46	\$ 7,057.46	\$ 7,057.46	\$ -
FY24=	\$ 74,776.41											
Submitted By: Stephanie Schmidt, Program Planner												

RESOLUTION

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

WHEREAS, Polk County, Iowa owns properties that are designated for use as group homes, residential care facilities, crisis facilities, and recovery facilities for individuals with mental illness, intellectual and/or developmental disabilities, and substance use disorders; and

WHEREAS, Polk County, Iowa has delegated the responsibility to coordinate and oversee leasing and maintaining these properties to its departments of Behavioral Health and Disability Services and General Services; and

WHEREAS, staff within the its departments of Behavioral Health and Disability Services and General Services and the Office of the Polk County Attorney have drafted the five attached lease templates for use in leasing the properties to community service providers; and

WHEREAS, the lease agreements set forth the terms and conditions by which a provider shall lease a particular property and the various obligations of Polk County to maintain and preserve the properties; and

WHEREAS, the terms of the leases for properties that are designated for use as group homes, residential care facilities, crisis facilities, and recovery facilities for individuals with mental illness, intellectual and/or developmental disabilities, and substance use disorders shall not exceed two years.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached lease templates for use in leasing Polk County-owned properties to community service providers as set forth in this Resolution and authorizes the Chair of the Polk County Board of Supervisors to sign this Resolution on behalf of Polk County, Iowa.

NOW, THEREFORE BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Director of the Polk County General Services Department to sign and execute the approved leases for the Polk County-owned properties that are designated for use as group homes, residential care facilities, crisis facilities, and recovery facilities.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

#21

DocuSigned by:
By: Annie Uetz
99AF834524C4429...
Annie Uetz, Director
Behavioral Health and Disability Services Dept.

By: Scott Ourth
Scott Ourth, Director
General Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Alison Pugh
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving lease agreement templates for use in leasing Polk County-owned properties designated as group homes, residential care facilities, crisis facilities, and recovery facilities.

Agenda Date: February 27, 2024

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

Scott Ourth, Director
General Services Dept.
286-3215

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County owns 75 properties that historically have been utilized as various types of residential facilities. The Polk County departments of Behavioral Health and Disability Services and General Services desire to enter-into Lease Agreements with service providers to lease the properties for use as group homes, residential care facilities, crisis facilities, and recovery facilities. Staff within the its departments of Behavioral Health and Disability Services and General Services and the Office of the Polk County Attorney have drafted the five attached lease templates for use in leasing the properties to community service providers. To note: the leases shall be for a term not to exceed two years.

Action Impact: By approving the lease agreement templates and authorizing the Director of the General Services Department to enter-into the lease agreements with providers, Polk County is creating an efficient process for multi-department oversight of the properties and the conditions of rent and responsibility tailored for distinct service providers.

Fiscal Note: N/A

RESOLUTION

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

WHEREAS, the City of Des Moines provides City residents the opportunity to dispose of yard waste and debris through the MEGA Scrub Day program; and

WHEREAS, the City of Des Moines is requesting the use of the County owned parking lot located at River Place, 2309 Euclid Avenue, Des Moines, Iowa 50310, for the one (1) day event; and

WHEREAS, Polk County has attached an agreement to authorize the City of Des Moines use of the parking lot on Saturday, May 18, 2024; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the City of Des Moines for the use of the River Place parking lot during MEGA Scrub Day, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

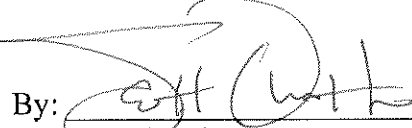
Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

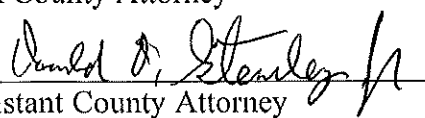
24/25-008

RECOMMENDED FOR APPROVAL:

By: 
Scott Ourth, Director
Department of General Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: No fiscal impact to the County.

#22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the City of Des Moines use of County owned parking lot, located River Place, 2309 Euclid Avenue, Des Moines, Iowa 50310, during MEGA Scrub Day on May 18, 2024.

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: Approval

Board/Commission Actions: None

Comply with Policy: Yes

Background: The City of Des Moines holds annual MEGA Scrub Day events throughout Des Moines that allows City residents to dispose of yard waste and debris. This program has used the River Place parking lot for more than 10 years and the City wishes to continue use through the attached parking agreement.

Action Impact:

Fiscal Note: No Fiscal impact to the County.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 3111 E 8th Street, Des Moines, Iowa 50316; and

WHEREAS, bids were received by 2:00PM on 1/29/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

The B Jr Company LLC	\$52,850.00
FAB Rehab	\$67,584.00
Richmond Construction	\$77,000.00
FexSteve Limited Company	\$85,150.00

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

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

WHEREAS, the Polk County Health Department has reviewed the The B Jr Company LLC bid proposal and recommends acceptance for **\$52,850.00**; and

WHEREAS, The B Jr Company LLC, Stephanie Zaldana and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the bid for **\$52,850.00** from The B Jr Company LLC, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

#23

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$52,850
FY 23/24 expenses	\$52,850

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 3111 E 8th Street, Des Moines, Iowa 50316.

Agenda Date: February 27, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Stephanie Zaldana owns a property at **3111 E 8th Street, Des Moines, Iowa 50316**. Ms. Zaldana has two children under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the interior and exterior of the home. Bids were publicly opened on **January 29, 2024**. The following bids were received:

The B Jr Company LLC	\$52,850.00
FAB Rehab	\$67,584.00
Richmond Construction	\$77,000.00
FexSteve Limited Company	\$85,150.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **The B Jr Company LLC** in the amount of \$52,850.00. **The B Jr Company LLC** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	0	\$52,850	\$52,850	N	10223018.77440.01	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 2133 E Grand Avenue, Des Moines, Iowa 50317; and

WHEREAS, bids were received by 2:00PM on 1/29/2024; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FexSteve Limited Company	\$34,450.00
The B Jr Company LLC	\$38,000.00
FAB Rehab	\$57,700.00

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

WHEREAS, the lowest responsive bid was submitted by FexSteve Limited Company; and

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$34,450.00**; and

WHEREAS, FexSteve Limited Company, Mary Dale and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the bid for **\$34,450.00** from FexSteve Limited Company, and authorizes the Chair of the Polk County Board of Supervisors to sign Home Lead Remediation Contract on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

#24

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Chen Quirk
Assistant County Attorney

FISCAL NOTE: FY 23/24 revenue	\$34,450
FY 23/24 expenses	\$34,450

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 2133 E Grand Avenue, Des Moines, Iowa 50317.

Agenda Date: February 27, 2024

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Mary Dale owns a property at **2133 E Grand Avenue, Des Moines, Iowa 50317**. Ms. Dale has one visiting child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the interior and exterior of the home. Bids were publicly opened on **January 29, 2024**. The following bids were received:

FexSteve Limited Company	\$34,450.00
The B Jr Company LLC	\$38,000.00
FAB Rehab	\$57,700.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FexSteve Limited Company** in the amount of \$34,450.00. **FexSteve Limited Company** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	0	\$34,450	\$34,450	N	10223018.77440.01	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, gathering data regarding gun-related hospitalizations in Polk County, Iowa will assist the Polk County Health Department to identify emerging health concerns and to address health disparities; and

WHEREAS, Polk County, Iowa and the Iowa Department of Health and Human Services desire to enter-into a Data Sharing Agreement, 588DSA2023-59, for the purpose of allowing access to public health data regarding gun-related hospitalizations in Polk County, Iowa; and

WHEREAS, the Agreement shall commence as of January 2, 2024 and shall terminate on January 1, 2029.

NOW, THEREFORE, BE IT RESOLVED: that Polk County, Iowa approves the Data Sharing Agreement with the Iowa Department of Health and Human Services to allow the sharing of public health data, and authorizes the Chair of the Polk County Board of Supervisors to sign Agreement # 588DSA2023-59.

NOW, THEREFORE, BE IT FURTHER RESOLVED: that the Polk County Board of Supervisors authorizes the Director of the Polk County Health Department, or her designee, to execute any and all documents and amendments in furtherance of this Data Sharing Agreement with the Iowa Department of Health and Human Services.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Data Sharing Agreement with the Iowa Department of Health and Human Services.

Agenda Date: February 27, 2024

Contact Individual: Helen Eddy, Director – Polk County Health Department
515-286-3767

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes. Vital records may be released by the Iowa Department of Health and Human Services to other government agencies as necessary to administer official duties of the agency (641 IAC 95.12(1) and 641 IAC 175.10(2)(e)).

Background: Polk County, Iowa desires to enter-into a Data Sharing Agreement with the Iowa Department of Health and Human Services, effective January 2, 2024 through January 1, 2029. The Agreement allows access to firearm hospitalization data to assist the Polk County Health Department develop strategies to positively affect gun violence in Polk County. The data will be used to identify emerging health concerns for Polk County as well as the risk and protective factors associated with gun violence. Results of analyses from these datasets will also be used to address health disparities in Polk County. This information will aid to engage community organizations, leaders and decision makers in identifying and implementing initiatives that could reduce and/or eliminate any potential disparities among county residents.

Action Impact: The Polk County Health Department would receive vital statistics data and demographics from the Iowa Department of Health and Human Services.

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

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____
that the following resolution be adopted:

WHEREAS, the Polk County Board of Supervisors engaged in budget discussions throughout the month of January and developed a preliminary FY 2024/2025 budget, and

WHEREAS, legislation enacted during the 2023 Session implemented a new requirement to hold a public hearing on the Proposed Property Tax Levy prior to certification of the budget,

NOW, THEREFORE, BE IT RESOLVED that the Notice of Public Hearing-Proposed Property Tax Levy for FY 2024/2025 as summarized on the official state form, is to be published by the County Auditor in the designated official newspapers. Staff is also directed to post notice to the County's website and social media accounts.

BE IT FURTHER RESOLVED that the public hearing on the Proposed Property Tax Levy for FY 2024/2025 is hereby scheduled for 9:30 a.m., March 26, 2024, in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa.

POLK COUNTY BOARD OF SUPERVISORS

Chairperson

Submitted By:

Deborah A. Anderson

Deb Anderson
Budget Manager

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing Auditor's Office to publish notice of public hearing on proposed property tax levy

Agenda Date: February 27, 2024

Contact Individual: Deb Anderson

Previous Action taken by the Board: Budget deliberations throughout January 2024

Board/Commission Actions: N/A

Action Requested (Recommended): Authorize publication of public hearing

Comply with Policy: Yes

Background: Under recently enacted provisions of the Code of Iowa, Polk County is required to hold a public hearing on the proposed property tax levy prior to certifying the succeeding fiscal year's budget. To provide notice of the Proposed Property Tax Levy, this resolution authorizes the Auditor's Office to publish notice of a public hearing for March 26, 2024.

Prior to the public hearing, the County Auditor will mail to each property owner an individual statement detailing the current and proposed tax rates and the impact on a property valued at \$100,000.

Action Impact: Authorizes publication of a public hearing on the FY 24/25 Proposed Property Tax Levy

Fiscal Note: No fiscal impact at this time.

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

Additional Fiscal Note Information (optional):

COUNTY NAME: POLK COUNTY	NOTICE OF PUBLIC HEARING -PROPOSED PROPERTY TAX LEVY Fiscal Year July 1, 2024 - June 30, 2025	COUNTY NUMBER: 77
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The County Board of Supervisors will conduct a public hearing on the proposed Fiscal Year County tax asking as follows:

Meeting Date: 3/26/2024 Meeting Time: 09:30 AM Meeting Location: Polk County Admin Bldg, 111 Court Ave, Room 120, Des Moines, IA 50309

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the Board will publish notice and hold a hearing on the proposed county budget.

County Website (if available)
www.polkcountyiowa.gov

County Telephone Number
(515) 286-3000

Iowa Department of Management	Current Year Certified Property Tax FY 2023/2024	Budget Year Effective Tax FY 2024/2025	Budget Year Proposed Tax FY 2024/2025
Taxable Valuations-General Services	28,693,991,522	31,072,973,349	31,072,973,349
Requested Tax Dollars-Countywide Rates	196,796,670	196,796,670	218,140,124
Tax Rate-Countywide	6.77099	6.33337	6.77099
Taxable Valuations-Rural Services	2,553,811,075	2,833,082,430	2,833,082,430
Requested Tax Dollars-Additional Rural Levies	11,623,901	11,623,901	12,569,083
Tax Rate-Rural Additional	4.55159	4.10292	4.43654
Rural Total	11.32258	10.43629	11.20753
Tax Rate Comparison-Current VS. Proposed			
Residential property with an Actual/Assessed Valuation of \$100,000	Current Year Certified Property Tax FY 2023/2024	Budget Year Proposed Tax FY 2024/2025	Percent Change
Urban Taxpayer	370	314	-15.14
Rural Taxpayer	619	519	-16.16
Tax Rate Comparison-Current VS. Proposed			
Commercial property with an Actual/Assessed Value of \$100,000	Current Year Certified Property Tax FY 2023/2024	Budget Year Proposed Tax FY 2024/2025	Percent Change
Urban Taxpayer	370	314	-15.14
Rural Taxpayer	619	519	-16.16

Reasons for tax increase if proposed exceeds the current:

To maintain current level of service to Polk County residents.

RESOLUTION

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

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

WHEREAS, the Director is requesting an Administrative Specialist position in advance of the fiscal year to provide administrative support to Sleepy Hollow operations beginning April 1st, 2024, and

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

- Create one (1) Administrative Specialist position, Excluded grade 13, range \$58,499-\$76,696, effective 4/1/2024.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munn
Assistant County Attorney

FISCAL NOTE: Estimated cost is \$29,399 for FY23/24, \$105,784 for FY24/25, and \$110,598 for FY25/26.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Conservation Department

Agenda Date: February 27, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) Administrative Specialist position, Excluded grade 13, range \$58,499-\$76,696.

Comply with Policy: Yes

Background: The Director of Conservation has reviewed the operations of the Leisure Services Division and is requesting the creation of an Administrative Specialist position effective April 1st, 2024 to provide administrative support to Sleepy Hollow operations.

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

Fiscal Note: Estimated cost is \$29,399 for FY23/24, \$105,784 for FY24/25, and \$110,598 for FY25/26.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	1	\$29,399		Y		
24/25	Y	1	\$105,784		Y		
25/26	Y	1	\$110,598		N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Director of Human Resources has reviewed the operations of the Human Resources Department, and

WHEREAS, the Director is requesting the creation of a position to serve as the lead administrator of human resources information systems and provide support to county-wide users, and

WHEREAS, the Director is requesting the creation of an on-call position that will function as an intern for HR-related programs outside of the traditional summer help program time period, and

WHEREAS, the Human Resources department conducted a thorough job audit of the proposed position, and

WHEREAS, the Human Resources Director is recommending the following position modifications:

- Create one (1) HRIS Analyst position, Excluded grade 20, range \$80,989-\$106,517.
- Create one (1) on-call Office Generalist position, AFSCME grade 9, \$20.504 hourly.

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Macias
Assistant County Attorney

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Department of Human Resources

Agenda Date: February 27, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Create one (1) HRIS Analyst position, Excluded grade 20, range \$80,989-\$106,517 and one (1) On-Call Office Generalist position, AFSCME grade 9, \$20.504 hourly.

Comply with Policy: Yes

Background: The Director of Human Resources has reviewed the operations of the department is recommending the creation of a position to serve as the lead administrator of human resources information systems. Additionally, the Director of Human Resources is requesting an on-call Office Generalist position that will function as an HR intern outside of the traditional summer help program time period.

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

Fiscal Note: Estimated cost is \$28,904 for FY23/24, \$125,875 for FY24/25, and \$134,439 for FY25/26.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	1	\$28,904		Y	10129000	
24/25	Y	1	\$125,875		Y	10129000	
25/26	N	1	\$134,439		N		

Additional Fiscal Note Information (optional): Additional salary and benefit costs to the general fund will be offset by movement of salary and benefit allocations for existing positions to Fund 3. Additional salary and benefit costs moved to Fund 3 will be offset by future deletion upon vacancy of a position funded in Fund 3.

RESOLUTION

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

WHEREAS, during budget deliberations the Board of Supervisors approved extending a 4% base salary increase effective the start of the pay period of 7/1/2024 to Department Heads, Management/Supervisory, and Excluded employees, but excluding Polk County Elected Officials and First and Second Deputies of Elected Officials appointed and compensation 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 County Auditor and Director of Human Resources to take the necessary steps to implement this resolution.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Ralph Munn
Assistant County Attorney

FISCAL NOTE:

Costs are incorporated in the FY24/25 budget.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: FY24/25 General Increases for Non-Bargaining Unit Employees

Agenda Date: February 27, 2024

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Approval of a 4% general increase effective the start of the pay period of 7/1/2024 for Department Heads, Management/Supervisory, and Excluded non-bargaining unit employees, excluding Elected Officials and their Appointed Deputies.

Comply with Policy: Yes

Background: During budget deliberations, the Board of Supervisors agreed upon a 4% general increase for department heads, managers, supervisors, and excluded non-bargaining unit employees for FY24/25.

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

Fiscal Note: Costs incorporated in the FY24/25 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							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the General Assembly of Iowa enacted legislation, now codified in Iowa Code 425.1, providing for the Homestead Tax Credit ("Credit"); and,

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

WHEREAS, to receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria; and,

WHEREAS, from time to time the Assessor discovers unqualified owners have been improperly receiving the Credit. The Polk County Assessor recommends the Credit be disallowed for 2 such parcels for the taxable years noted on the attached sheet; and,

NOW, THEREFORE BE IT RESOLVED, Polk County, Iowa approves the recommendation of the Polk County Assessor regarding disallowances of the Homestead Tax Credit.

BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate to the property owners that were disallowed the specific statutory reason for disallowance.

BE IT FURTHER RESOLVED, that this information be conveyed to the Polk County Auditor as required by statute.

BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate the disallowance information to the Iowa Department of Revenue.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Ty Ripperger
Randy Ripperger
Polk County Assessor

#30

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendation of the Polk County Assessor for disallowances of the Homestead Tax Credit ("Credit").

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is a Homestead Tax Credit under Iowa Code 425.1 that provides a property tax credit on the homestead of an eligible property owner. The Credit is available for certain property owners that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. From time to time the Assessor discovers unqualified property owners have been improperly receiving the Credit. The Polk County Assessor recommends the Credit be disallowed for 2 such parcels for the taxable years noted on the attached sheet.

Action Impact: The passage of this resolution approves the recommendation of the Polk County Assessor for disallowances of the Homestead Tax Credit.

Fiscal Note:

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

RESOLUTION

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

WHEREAS, the General Assembly of Iowa enacted legislation, now codified in Iowa Code 425.1A, providing for the Homestead Tax Exemption ("Exemption"); and,

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

WHEREAS, to receive this Exemption, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria; and,

WHEREAS, from time to time the Assessor discovers unqualified owners have been improperly receiving the Exemption. The Polk County Assessor recommends the Exemption be disallowed for 1 such parcel for the taxable year noted on the attached sheet; and,

NOW, THEREFORE BE IT RESOLVED, Polk County, Iowa approves the recommendation of the Polk County Assessor regarding disallowance of the Homestead Tax Exemption.

BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate to the property owners that were disallowed the specific statutory reason for disallowance.

BE IT FURTHER RESOLVED, that this information be conveyed to the Polk County Auditor as required by statute.

BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate the disallowance information to the Iowa Department of Revenue.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Tyler Ripperger
Randy Ripperger
Polk County Assessor

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendation of the Polk County Assessor for disallowance of the Homestead Tax Exemption (“Exemption”).

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is a Homestead Tax Exemption under Iowa Code 425.1A that provides a property tax exemption on the homestead of an eligible property owner. The Exemption is available for certain property owners that satisfy specific statutory criteria. To receive this Exemption, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. From time to time the Assessor discovers unqualified owners have been improperly receiving the Exemption. The Polk County Assessor recommends the Exemption be disallowed for 1 such parcel for the taxable year noted on the attached sheet.

Action Impact: The passage of this resolution approves the recommendation of the Polk County Assessor for disallowance of the Homestead Tax Exemption.

Fiscal Note:

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

RESOLUTION

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

WHEREAS, the General Assembly of Iowa enacted legislation, now codified in Iowa Code 426A, providing for the Military Service Tax Exemption ("Exemption"); and,

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

WHEREAS, to receive this Exemption, property owners must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria; and,

WHEREAS, from time to time the Assessor discovers unqualified owners have been improperly receiving the Exemption. The Polk County Assessor recommends the Exemption be disallowed for 1 such parcel for the assessment year noted on the attached sheet; and,

NOW, THEREFORE BE IT RESOLVED, Polk County, Iowa approves the recommendation of the Polk County Assessor regarding disallowance of the Military Service Tax Exemption.

BE IT FURTHER RESOLVED, that the Polk County Assessor be directed to communicate to the property owner that was disallowed the specific statutory reason for disallowance.

BE IT FURTHER RESOLVED, that this information be conveyed to the Polk County Auditor as required by statute.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Randy Ripperger
Randy Ripperger
Polk County Assessor

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendation of the Polk County Assessor for disallowance of the Military Service Tax Exemption (“Exemption”).

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: There is a Military Service Tax Exemption under Iowa Code Section 426A that provides a property tax exemption on the property of an eligible military veteran. The Exemption is available for certain military veterans that satisfy specific statutory criteria. To receive this Exemption, military veterans must file a claim with the County Assessor, who then recommends allowance or disallowance of the claim to the County Auditor and County Board of Supervisors based upon the statutory criteria. From time to time the Assessor discovers unqualified owners have been improperly receiving the Exemption. The Polk County Assessor recommends the Exemption be disallowed for 1 such parcel for the assessment year noted on the attached sheet.

Action Impact: The passage of this resolution approves the recommendation of the Polk County Assessor for disallowance of the Military Service Tax Exemption.

Fiscal Note:

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

RESOLUTION

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

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

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

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

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

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

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

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

#33

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: February 2024 Manufactured Home Abatement

Agenda Date: 2/27/24

Contact Individual: Rachelle Hunt
Chief Executive Officer
Polk County Treasurer

Previous Action taken by the Board:
Board/Commission Actions:

Action Requested (Recommended): Approval to abate delinquent taxes and cancel Polk County tax sales against manufactured homes no longer in existence or residing in the State of Iowa.

Comply with Policy: Compliance with Iowa Code Section 435.25

Background:

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

Action Impact:

Additional Fiscal Note Information (optional): Abate Taxes - \$6828.00, Cancel Tax Sales - \$3915.00

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

RESOLUTION AUTHORIZING THE ISSUANCE OF
\$166,735,000 GENERAL OBLIGATION BONDS OR CAPITAL
LOAN NOTES, SERIES 2024, 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 public buildings, including the site or grounds of, and the erection, equipment remodeling, or reconstruction of, and additions or extensions to buildings, including elevator improvements at the Iowa Hall of Pride; capital projects for the construction, reconstruction, improvement, repair, or equipping of bridges, roads and culverts; 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 address housing and neighborhood revitalization needs with the Urbandale Neighborhood Revitalization Program; 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 the Historic West Des Moines Housing Program to be used for neighborhood revitalization in Valley Junction; 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; acquisition and improvement of land for conservation, recreation, or other public park purposes to be managed by the Polk County Conservation Board, including protecting drinking water sources, protecting the water quality of rivers, lakes, and streams, including the Des Moines and Raccoon Rivers and their tributaries, protecting wildlife habitat and natural areas, providing more outdoor recreational opportunities, improving public access to and the safety of rivers and creeks for floating, boating, and fishing, providing walking, hiking, biking, and water trails in Polk County, and preventing flooding; the undertaking of any project jointly or in cooperation with any other governmental body, including funds loaned to the Des Moines Airport Authority for the new terminal facility and apron projects which include purchase, acquisition, construction, reconstruction, equipping, improvement or enlargement of the Des Moines International Airport, owned and operated by the Des Moines Airport Authority (the "Project"), and it is deemed necessary and advisable that General Obligation Bonds or Capital Loan Notes, Series 2024, in the amount of not to exceed \$166,735,000 be issued; and

WHEREAS, the County has authority to issue up to \$65,000,000 of General Obligation Bonds for the Conservation Project as approved by more than 60% of the electors on the 2nd day of November, 2021, and to date has issued Bonds thereunder in 2022 in an amount of \$27,935,000, therefore the Board of Supervisors is now authorized to proceed with the issuance of an additional not to exceed \$12,000,000 of said authority, as contemplated herein; and

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WHEREAS, the County has authority to issue up to \$350,000,000 of General Obligation Bonds or Capital Loan Notes for the Airport Project as approved by more than 60% of the electors on the 7th day of November, 2023, therefore the Board of Supervisors is now authorized to proceed with the issuance of not to exceed \$115,000,000 of said authority, as contemplated herein; and

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

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 2024, in the amount of \$166,735,000, dated June 4, 2024, shall be issued pursuant to the provisions of Iowa Code Sections 331.402 and/or 331.442 and 331.443 for the purposes covered by the aforementioned hearings and elections.

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:

AMOUNT	FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION
\$47,627,622	2024/2025
\$9,040,200	2025/2026
\$8,973,800	2026/2027
\$9,508,600	2027/2028
\$8,830,400	2028/2029
\$8,766,600	2029/2030
\$7,713,400	2030/2031
\$6,695,200	2031/2032
\$6,712,000	2032/2033
\$6,708,800	2033/2034
\$6,706,200	2034/2035
\$6,699,000	2035/2036
\$6,697,200	2036/2037
\$6,685,400	2037/2038
\$6,683,800	2038/2039
\$6,686,800	2039/2040
\$6,689,000	2040/2041
\$6,700,200	2041/2042
\$6,714,800	2042/2043
\$61,422,400	2043/2044

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.

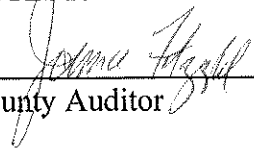
Section 3. Amendment of Levy of Annual Tax. Based upon the terms of the future sale of the Bonds or Notes to be issued, this Board will file amendment(s) to this Resolution ("Amended Resolution") with the County Auditor.

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 27th day of February, 2024.

Chairperson

ATTEST:



County Auditor

ROLL CALL

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

RESOLUTION DECLARING AN OFFICIAL INTENT UNDER
TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO
REIMBURSE THE COUNTY FOR CERTAIN ORIGINAL
EXPENDITURES PAID IN CONNECTION WITH SPECIFIED
PROJECTS

WHEREAS, the County has incurred certain design costs ("preliminary expenses") and anticipates making additional cash expenditures for one or more capital improvement projects, generally described below (each of which shall hereinafter be referred to as a "Project"); and

WHEREAS, the County reasonably expects to issue debt to reimburse the costs of a Project; and

WHEREAS, the Board believes it is consistent with the County's budgetary and financial circumstances to issue this declaration of official intent.

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

Section 1. That this Resolution be and does hereby serve as a declaration of official intent under Treasury Regulation 1.150-2.

Section 2. That it is reasonably expected that capital expenditures will be made in respect of the following Project(s), from time to time and in such amounts as this Board determines to be necessary or desirable under the circumstances then and there existing.

Section 3. That the County reasonably expects to reimburse all or a portion of the following expenditures with the proceeds of bonds, notes or other indebtedness to be issued or incurred by the County in the future.

Section 4. That the total estimated costs of the Project(s), the maximum principal amount of the bonds, notes or other indebtedness to be issued for the foregoing Project(s) and the estimated dates of completion of the Project(s) are reasonably expected to be as follows:

<u>Project</u>	<u>Fund from which original expenditures are to be Advanced</u>	<u>Amount of Borrowing Anticipated</u>	<u>Estimated Date of Completion</u>
Iowa Hall of Pride Elevator	Iowa Events Center Enterprise Fund	\$1.5 million	10/01/24
NE Broadway Avenue	Economic Development Fund	\$12 million	10/01/24
NE Rising Sun Drive	Economic Development Fund	\$3 million	11/01/25

Section 5. That the County reasonably expects to reimburse the above-mentioned Project costs not later than the later of eighteen months after the capital expenditures are paid or eighteen months after the property is placed in service, but in no event more than three (3) years after the original expenditure is paid.

Section 6. That this Resolution be maintained by the County Auditor in an Official Intent File maintained in the office of the Auditor and available at all times for public inspection, subject to such revisions as may be necessary.

PASSED AND APPROVED this 27th day of February, 2024.

Chairperson

ATTEST:

County Auditor

ROLL CALL

RESOLUTION

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

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$19,000.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2024.

POLK COUNTY, IOWA

Angela Connolly, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

FISCAL NOTE: \$19,000.00 total in funds allocated for the attached Community Sponsorship Award List.

#360

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: February 27, 2024

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

Previous Action taken by the Board: Sponsorship Awards approved February 13, 2024 for \$20,500.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development, health, education, and cultural initiatives and events that benefit the residents and businesses of the Polk County, Iowa community. To support the commitment for funding initiatives and events, Polk County, Iowa operates the Polk County Community Sponsorship program. Local organizations may apply for Polk County sponsorship to assist in the funding of events and initiatives that serve a public purpose for the residents of Polk County. Approval of this resolution shall authorize the expenditure of \$19,000.00 of gaming revenue to sponsor various non-profit events or initiatives in 2024.

Action Impact: Passing of this resolution will award \$19,000.00 in Community Sponsorships in the individual amounts as identified on the attached Community Sponsorship Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
23/24		\$19,000.00		N		

Additional Fiscal Note Information (optional):

Sponsorship Awards
February 27, 2024

Global Food Discovery	\$1,000.00
Iowa Association for the Education of Young Children (Iowa AEYC)	\$1,500.00
Lutheran Social Services (Immigrant and Refugee Community Services)	\$4,500.00
Mind & Spirit Counseling Center f/k/a Des Moines Pastoral Counseling Center	\$3,500.00
Roosevelt High School Foundation	\$2,500.00
The Dancer's Theatre	\$1,000.00
Wiedenman Family Foundation	\$5,000.00
TOTAL	\$19,000.00



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

JAMIE FITZGERALD
COUNTY AUDITOR
COMMISSIONER OF ELECTIONS

ADMINISTRATION BUILDING
111 COURT AVENUE
(515) 286-3079

To: Polk County Board of Supervisors

From: John Chiodo, Elections Manager 

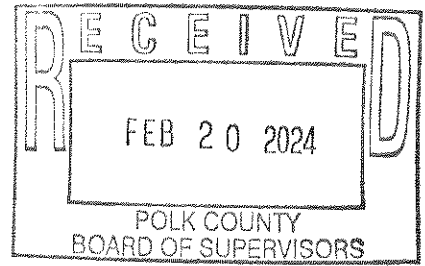
Date: February 6, 2024

Subject: Canvass Date –Woodward Granger Community School
District Special Election

The Polk County Board of Supervisors will need to convene as a Canvassing Board on Tuesday, March 12, 2024 at 9:45 A.M. The location will be the Supervisor's Board Room 111 Court Avenue, Des Moines, Iowa.

This will be the canvass of the votes cast for the Woodward-Granger Special Election held on March 5, 2024

#37



CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF ANKENY
VOLUNTARY ANNEXATION INCLUDING
NON-CONSENTING OWNERS WITHIN THE
URBANIZED AREA OF THE CITIES OF
ALTOONA AND DES MOINES

)
)
) NO. NC24-03 / ANKENY
)
) FILING OF WRITTEN DECISION
)

TO: Cities of Ankeny, Altoona and Des Moines, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa Attorney General, Iowa Department of Transportation, affected Public Utilities and Parties of Record

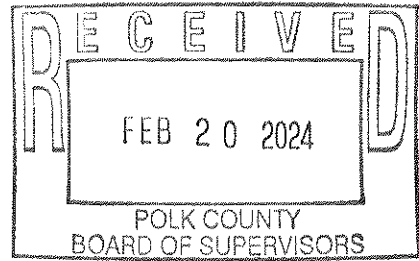
You and each of you are hereby notified that the City Development Board has approved the annexation of territory to the City of Ankeny under City Development Board Case File No. NC24-03.

Please find enclosed the Findings of Fact, Conclusions of Law, Determination, and Final Order by the City Development Board approving the annexation. An appeal of the Board's decision may be filed within 30-days of the date of the enclosed Order.

If no appeal is filed within 30-days of the date of this Order, the City Development Board will file with the Iowa Secretary of State and record with the Polk County Recorder to complete this annexation.

CITY DEVELOPMENT BOARD

Matt Rasmussen, Administrator
City Development Board



CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF ANKENY	)	NO. NC24-04 / ANKENY
VOLUNTARY ANNEXATION INCLUDING NON-	)	
CONSENTING OWNERS WITHIN THE	)	FILING OF WRITTEN DECISION
URBANIZED AREA OF THE CITY OF ALLEMAN	)	

TO: Cities of Ankeny and Alleman, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa State Attorney General, Iowa Department of Transportation, affected public utilities and property owners

You and each of you are hereby notified that the City Development Board has approved the annexation of territory to the City of Ankeny under City Development Board Case File No. NC24-04.

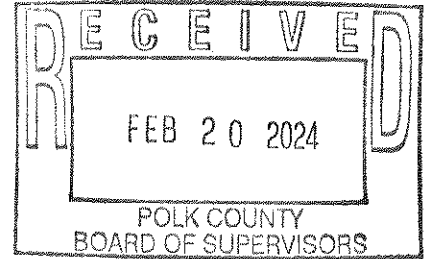
Please find enclosed the Findings of Fact, Conclusions of Law, Determination, and Final Order by the City Development Board approving the annexation. An appeal of the Board's decision may be filed within 30 days of the date of the enclosed Order.

If no appeal is filed within 30 days of the date of this Order, the City Development Board will file with the Iowa Secretary of State and record with the Polk County Recorder to complete this annexation.

CITY DEVELOPMENT BOARD

A handwritten signature in black ink, appearing to read "Matt Rasmussen", written over a horizontal line.

Matt Rasmussen, Administrator
City Development Board



CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF	)	NO. UA24-01 / WEST DES MOINES
WEST DES MOINES VOLUNTARY	)	
ANNEXATION WITHIN THE URBANIZED AREA	)	FILING OF WRITTEN DECISION
OF THE CITY OF CUMMING	)	

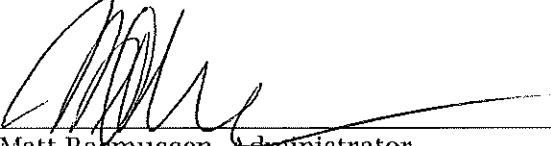
TO: Cities of West Des Moines and Cumming, Polk County Board of Supervisors, Polk County Attorney, Des Moines Area Metropolitan Planning Organization, Iowa Attorney General, Iowa Department of Transportation, affected Public Utilities and Parties of Record

You and each of you are hereby notified that the City Development Board has approved the annexation of territory to the City of West Des Moines under City Development Board Case File No. UA24-01.

Please find enclosed the Findings of Fact, Conclusions of Law, Determination, and Final Order by the City Development Board, approving the annexation. An appeal of the Board's decision may be filed within 30-days of the date of the enclosed Order.

If no appeal is filed within 30-days of the date of this Order, the City Development Board will file with the Iowa Secretary of State and record with the Polk County Recorder to complete this annexation.

CITY DEVELOPMENT BOARD



Matt Rasmussen, Administrator
City Development Board

#40