

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE – ROOM 120
FEBRUARY 8, 2022 9:30 A.M.

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

5. **PUBLIC COMMENTS**

PERMITS

6. Renewal application for Class “C” Liquor and Sunday Sales Permit for Vittoria Lodge (Societa Vittoria Italiana), 7200 NW 2nd Avenue.

RESOLUTIONS

- *7. Resolution authorizing the Auditor’s Office to publish Notice of a Public Hearing for March 1, 2022 regarding rezoning request for property at 1687 NE 56th Street, Pleasant Hill (Otto Farms).
- *8. Resolution approving Professional Services Agreement with Shuck-Britson, Inc. for construction review services needed for Trestle to Trestle Trail Bridge Replacement project.
- *9. Resolution approving Professional Services Agreement with Snyder and Associates for professional engineering services needed for the 2022 Sanitary Sewer Improvements Project-Phase 1.
- *10. Resolution awarding contracts to K & W Electric, Inc. for traffic safety improvement projects (intersection of NE 108th Street at Hwy 163 and on NE 56th Street at NE 94th Avenue).
- *11. Resolution authorizing Public Works to submit FFY 2026 Surface Transportation Block Grant (STBG) Program funding applications to Des Moines Area MPO (Metropolitan Planning Organization).
- *12. Resolution approving Memorandum of Understanding with Iowa Department of Public Health for tuberculosis program funding.
13. Resolution approving recommendations of the Polk County Assessor for allowances and denials of the Homestead Tax Credits.
14. Resolution authorizing the Auditor’s Office to publish Notice of Public Hearing for March 1, 2022 on proposed maximum property tax levy.

REPORTS

15. Polk County Treasurer Semi-Annual Report, January 1 – June 30, 2021.
16. Certificate of Organization, Polk County Agricultural Extension Council.

COMMUNICATIONS

- *17. West Des Moines notice of meeting regarding Economic Development Digital Enterprise Renewal Plan Amendment #1.
- *18. City of Johnston notice of meeting regarding amendment to the East Central TIF Urban Renewal Plan.

BUDGET ACTIONS

19. Memorandum of Budget Actions.

APPOINTMENTS

20. 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/>*

Join Zoom Meeting
<https://polkcountyiowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXd0cGxpbFNEb0tTOEVUZz09>
Meeting ID: 947 2367 0014
Passcode: 317164
One tap mobile
+16465588656,,94723670014# US (New York)
+13017158592,,94723670014# US (Washington D.C.)
Dial by your location
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington D.C.)
+1 312 626 6799 US (Chicago)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
Meeting ID: 947 2367 0014
Find your local number: <https://polkcountyiowa-gov.zoom.us/j/94723670014?pwd=YXlhWjlpQXd0cGxpbFNEb0tTOEVUZz09>

RESOLUTION

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

WHEREAS, a rezoning petition was submitted to the Polk County Board of Supervisors by Petitioner Otto Farms, Inc. (Contract Buyer), represented by Norm Olson, 1687 NE 56th Street, Pleasant Hill, IA 50327, with consent from BRE Investments, LLC (Property Owner), and being represented by Mark Dickinson with Nyemaster Law Firm, 700 Walnut Street, Suite #1600, Des Moines, IA 50309. The subject property/rezoning area totals approximately 45.44 acres and is addressed as 1687 NE 56th Street, Pleasant Hill, being located within part of the NW ¼, and part of the NW ¼ of the SW ¼, all within Section 35 of Township 79 North, Range 23 West of the 5th P.M. (Clay Township). The subject property is legally described as follows:

The NW ¼ of the SW ¼ lying North of the South line of the Railway Right-of-Way, except beginning at the Northwest corner, thence South 382 feet, thence East 50 feet, thence Northeast 402.7 feet, West to the Point of Beginning, all in Section 35, Township 79 North, Range 23 West of the 5th P.M., in Polk County, Iowa; and

Tract "A" of the Plat of Survey recorded in Book 7207 Page 945 being Lot 5 of the Official Plat of the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M. and part of the West ½ of the abandoned C.R.I. & P. Railroad in Section 35, Township 79 North, Range 23 West of the 5th P.M., Polk County, Iowa; and

Lot 8 of the Official Plat of the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M., Polk County, Iowa; and

The West 50 feet of the former C.R.I. & P. Railroad Right-of-Way in the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M., lying East and adjacent to Lot 8 of the Official Plat of the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M., Polk County, Iowa.

WHEREAS, the petitioner is requesting a Polk County 2030 Comprehensive Plan Amendment and Zoning Map Amendment to change the Future Land Use Map classification from Open Space to Agricultural, and to change the Zoning Map from the "MDR" Medium Density Residential District to the "AG" Agricultural District; and

WHEREAS, the Polk County Zoning Commission met on January 24, 2022, and voted five (5) in favor and zero (0) against, with one (1) member absent, to recommend approval of the requested Polk County 2030 Comprehensive Plan and Zoning Map Amendments; and

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

NOW, THEREFORE, BE IT RESOLVED that a public hearing on this proposed rezoning is set for March 1, 2022 at 9:30 A.M. in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa; and

#7

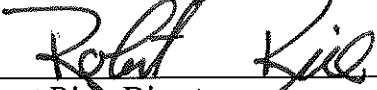
BE IT FURTHER RESOLVED that the Polk County Auditor is directed to publish the attached notice of hearing.

Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 18-22 Setting a Public Hearing for a Rezoning Petition and requesting the Auditor to publish notice for the subject property located at 1687 NE 56th Street, Pleasant Hill, within Section 35 of Clay Township.

Agenda Date: February 8, 2022

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

Previous Action taken by the Board: None

Board/Commission Actions: The Polk County Zoning Commission met on January 24, 2022, and voted five (5) in favor and zero (0) against, with one (1) member absent, to recommend approval of the request.

Action Requested (Recommended): Setting a public hearing for March 1, 2022.

Comply with Policy: Yes

Background: Request is to change the Comprehensive Plan Future Land Use Map from Open Space to Agricultural, and to change the Zoning Map from the "MDR" Medium Density Residential District to the "AG" Agricultural District for the subject property.

The petitioner currently resides on the property and operates a lavender farm and seasonal gift shop. In coordination with staff, the petitioner makes this request in an effort to legitimize the retail gift shop as an agri-tourism use on the property. Down zoning the property to Ag allows the owner to submit a Conditional Use Permit to the Board of Adjustment to legally permit the retail gift shop and future special events uses at the property. The rezoning would also limit any future redevelopment of the property. Staff and the petitioner have coordinated with the City of Pleasant Hill, which is directly adjacent to the subject property. The City has no interest in annexing or redeveloping the site given its limited access and connection possibilities with adjacent ground. The site also contains several natural features, including floodplain, topography and woodlands, which hinder utility service provision and future redevelopment. For these same reasons, redevelopment within unincorporated Polk County is also unlikely.

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

Fiscal Note: None

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	N	N	N	N		

Additional Fiscal Note Information (optional): None

Public Notice

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

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

Notice is hereby given that on Tuesday, March 1, 2022 at 9:30 am, a public hearing will be held by the Polk County Board of Supervisors. The hearing will take place in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309.

The purpose of the hearing is to take public testimony in connection with a proposed 2030 Comprehensive Plan Amendment and Zoning Map Amendment to the Official Polk County Zoning Map from Petitioner Otto Farms, Inc. (Contract Buyer), represented by Norm Olson, 1687 NE 56th Street, Pleasant Hill, IA 50327, with consent from BRE Investments, LLC (Property Owner), and being represented by Mark Dickinson with Nyemaster Law Firm, 700 Walnut Street, Suite #1600, Des Moines, IA 50309. The Petitioner requests a Polk County 2030 Comprehensive Plan Amendment and Zoning Map Amendment to change the Future Land Use Map classification from Open Space to Agricultural, and to change the Zoning Map from the "MDR" Medium Density Residential District to the "AG" Agricultural District for the subject property. The subject property/rezoning area totals approximately 45.44 acres and is addressed as 1687 NE 56th Street, Pleasant Hill, being located within part of the NW ¼, and part of the NW ¼ of the SW ¼, all within Section 35 of Township 79 North, Range 23 West of the 5th P.M. (Clay Township).

Legal Description of Subject Property

The NW ¼ of the SW ¼ lying North of the South line of the Railway Right-of-Way, except beginning at the Northwest corner, thence South 382 feet, thence East 50 feet, thence Northeast 402.7 feet, West to the Point of Beginning, all in Section 35, Township 79 North, Range 23 West of the 5th P.M., in Polk County, Iowa; and

Tract "A" of the Plat of Survey recorded in Book 7207 Page 945 being Lot 5 of the Official Plat of the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M. and part of the West ½ of the abandoned C.R.I. & P. Railroad in Section 35, Township 79 North, Range 23 West of the 5th P.M., Polk County, Iowa; and

Lot 8 of the Official Plat of the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M., Polk County, Iowa; and

The West 50 feet of the former C.R.I. & P. Railroad Right-of-Way in the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M., lying East and adjacent to Lot 8 of the Official Plat of the NW ¼ of Section 35, Township 79 North, Range 23 West of the 5th P.M., Polk County, Iowa.

The proposed Map Amendments were heard by the Polk County Zoning Commission on January 24, 2022 at 7:00 pm where the Commission recommended approval of the proposed Amendments.

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

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

POLK COUNTY, IOWA

BY: Angela Connolly, Chairperson

ATTEST:

BY: Jamie Fitzgerald,
Clerk of the Board of Supervisors

Res. No. 20-22
February 8, 2022

RESOLUTION

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

WHEREAS, the construction contract for the Trestle to Trestle Trail Bridge Replacement Project, Project No. TAP-T-C077(234)—8V-77, has been awarded by the Polk County Conservation Board to United Contractors, Inc. of Grimes; and

WHEREAS, the firm of Shuck-Britson, Inc. completed the design of this project through a previously approved engineering and design services agreement; and

WHEREAS, due to the complexity and expertise needed for review of the special design features incorporated into this project, it is deemed that additional construction review services will be needed; and

WHEREAS, due to their role as project administrators of this project, the Polk County Public Works Department has requested and received a Supplemental Professional Services Agreement from the firm of Shuck-Britson, Inc. to perform these construction review services for an estimated cost of \$42,653 with costs to be drawn from Polk County Conservation local funds.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the Supplemental Professional Services Agreement with the firm of Shuck-Britson, Inc. to complete the engineering services specified for this project, adopts the agreement, and authorizes the Chairperson of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to Shuck-Britson, Inc. and administer the agreement on behalf of Polk County.

Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

#8

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY


Assistant County Attorney

Fiscal Note:

Estimated costs of \$42,653 for the Professional
Services Agreement to be drawn from Polk County
Conservation local funds

RESOLUTION

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

WHEREAS, the Polk County Public Works Department has developed a plan to retrofit sanitary sewer mains and laterals in areas within unincorporated Polk County that can be served by the existing sanitary sewer capacity the County possesses; and

WHEREAS, the plan outlines public improvements related to providing public sanitary sewer to replace aging, deteriorating, and sometimes failing onsite septic systems and promote economic development and alleviate blighting conditions; and

WHEREAS, Polk County has determined that it would be fiscally prudent to provide funds to implement the 2022 Sanitary Sewer Improvements project, Phase 1 and identify costs to construct mains and connect properties along existing sanitary sewer mains, collectively; and

WHEREAS, the Polk County Public Works Department has requested and received a Professional Services Agreement from the firm of Snyder & Associates to perform preliminary schematic design and cost estimates to implement the proposed improvements not to exceed cost of \$17,600.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the Professional Services Agreement with the firm of Snyder & Associates to complete the engineering services specified for this project, adopts the agreement, and authorizes the Chairperson of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County; and

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

Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:


Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY


Assistant County Attorney

Fiscal Note: No to exceed costs of \$17,600 for the Professional Services Agreement to be drawn from the Polk County Sanitary Sewer Fund.

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 21-22 to approve a professional services agreement with Snyder & Associates for professional engineering services needed for the 2022 Sanitary Sewer Improvements Project- Phase 1.

Agenda Date: February 8, 2022

Contact Individual: Kurt D. Bailey, P. E., Interim County Engineer, Polk County Public Works Department, 286-3705

Board/Commission Actions: NA

Action Requested (Recommended): Resolution approves the terms of the Professional Services Agreement with the firm of Snyder & Associates, adopts the agreement, and authorizes the Chairperson of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, directs the Public Works Department to return a copy of the signed agreement to Snyder & Associates and administer the agreement on behalf of Polk County.

Comply with Policy: Yes

Background: The Polk County Public Works Department has developed a plan to retrofit sanitary sewer mains and laterals in areas within unincorporated Polk County that can be served by the existing sanitary sewer capacity the County possesses. The plan outlines public improvements related to providing public sanitary sewer to replace aging, deteriorating, and sometimes failing onsite septic systems and promote economic development and alleviate blighting conditions. Polk County has determined that it would be fiscally prudent to provide funds to implement the 2022 Sanitary Sewer Improvements project, Phase 1 and identify costs to construct mains and connect properties along existing sanitary sewer mains, collectively. The Polk County Public Works Department has requested and received a Professional Services Agreement from the firm of Snyder & Associates to perform preliminary schematic design and cost estimates to implement the proposed improvements not to exceed the cost of \$17,600.

Action Impact: Resolution allows Public Works to proceed with development of this project.

Fiscal Note: Not to exceed costs of \$17,600 for the Professional Services Agreement to be drawn from the Polk County Sanitary Sewer Fund.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	NA	NA	N/A	N		
22/23						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the following projects are included in the approved 2021/2022 Polk County Five (5) Year (2021-2026) Farm-To-Market and Secondary Road Capital Improvements Program:

FM-TSF-C077(235)—5B-77 NE 108th Street at Hwy 163 Traffic Safety Project
FM-TSF-C077(236)—5B-77 NE 56th Street at NE 94th Ave. Traffic Safety Project; and

WHEREAS, these projects were publicly let for bids and included in the January 19, 2022 Iowa Department of Transportation letting with the following results:

Project FM-TSF-C077(235)—5B-77:

K & W Electric, Inc., Cedar Falls, IA	\$11,960.00
Voltmer, Inc., Colo, IA	\$14,793.00
Advanced Traffic Control, Inc., Fairfax, IA	\$20,700.00
Iowa Plains Signing, Slater, IA	\$23,345.00; and

Project FM-TSF-C077(236)—5B-77:

K & W Electric, Inc., Cedar Falls, IA	\$15,965.00
Voltmer, Inc., Colo, IA	\$21,555.00
Advanced Traffic Control, Inc., Fairfax, IA	\$31,620.00
Iowa Plains Signing, Slater, IA	\$34,495.00; and

WHEREAS, it is the recommendation of the Public Works Department to accept the bids from K & W Electric, Inc. in the amount of \$11,960.00 for Project No. FM-TSF-C077(235)—5B-77, and \$15,965.00 for Project No. FM-TSF-C077(236)—5B-77; and

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

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa does accept the bids and herein awards these projects to K & W Electric, Inc. in the amount of Eleven Thousand, Nine Hundred Sixty Dollars and No/100's (\$11,960.00) for Project No. FM-TSF-C077(235)—5B-77, and Fifteen Thousand, Nine Hundred Sixty-five and No/100's (\$15,965.00) for Project No. FM-TSF-C077(236)—5B-77; and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the contracts with K & W Electric, Inc., adopts the Contracts and authorizes the Director of Public Works to electronically sign the contracts and bonds on behalf of Polk County through the Iowa Department of Transportation's Doc Express project administration system; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Public Works Department to administer the terms of the contracts and temporarily close certain project roadways as necessary to facilitate construction.

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Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

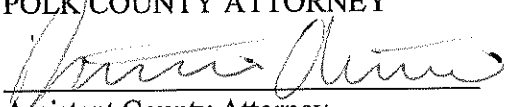
RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY



Assistant County Attorney

FISCAL IMPACT:

All costs to be funded using Iowa DOT
TSIP Funds previously awarded to Polk
County for these two projects.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 19-22 to award contracts for Project No. FM-TSF-C077(235)—5B-77 and FM-TSF-C077(236)—5B-77, Traffic Safety Improvements at intersection of NE 108th Street at Hwy 163, and on NE 56th St. at NE 94th Avenue to K & W Electric, Inc.

Agenda Date: February 8, 2022

Contact Individual: Kurt D. Bailey, P. E., Interim County Engineer, Polk County Public Works Department, 286-3705

Board/Commission Actions: NA

Action Requested (Recommended): Resolution accepts the bids and awards the projects to K & W Electric, Inc., approves the terms of the contracts, adopts the contracts, authorizes temporary closure of roadways, authorizes the Director of Public Works to electronically sign the contracts and bonds on behalf of Polk County through the Iowa DOT's Doc Express system, and authorizes Public Works to administer the terms of the contracts.

Comply with Policy: Yes

Background: Project No. FM-TSF-C077(235)—5B-77 and FM-TSF-C077(236)—5B-77 are included in the approved 2021/2022 Polk County Five (5) Year (2021-2026) Farm-To-Market and Secondary Road Capital Improvements Program and were publicly let for bids in the January 19, 2022 Iowa Department of Transportation letting with K & W Electric submitting the most responsive and responsible bid for both projects. It is the recommendation of the Public Works Department to accept the bids from K & W Electric, Inc.

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

Fiscal Note: All costs to be funded using Iowa DOT TSIP Funds previously awarded to Polk County for these two projects.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	NA	N/A	N/A	N		
22/23						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County is a full member of the Des Moines Area Metropolitan Planning Organization (MPO); and

WHEREAS, the Federal Surface Transportation Program provides funding to local jurisdictions for the construction of eligible projects; and

WHEREAS, the Program is administered by the Des Moines Area MPO which prioritizes and ranks all project applications; and

WHEREAS, the Des Moines Area MPO has established guidelines for applications regarding Surface Transportation Block Grant Program (STBG) funding; and

WHEREAS, Polk County proposes to submit the following STBG funding applications to the Des Moines Area MPO for Federal Fiscal Year 2026:

- Requesting \$1,750,000 in STBG Funds for the proposed NE 23rd Ave Reconstruction Project from E. 42nd Street in Des Moines to NE 56th Street including traffic signalization;
- Requesting \$650,000 in STBG Bridge Program funds for the proposed BR-6668 Bridge Replacement Project on NE 27th Avenue east of NE 88th Street;
- Requesting \$650,000 in STBG Bridge Program funds for the proposed BR-6665 Bridge Replacement Project on NE 23rd Avenue east of NE 108th Street.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa hereby supports and approves each application for Federal Surface Transportation Block Grant Program funding with SWAP funding option utilized if awarded; and

BE IT FURTHER RESOLVED that Polk County, Iowa hereby commits to the matching monies required by the project applications; and

BE IT FURTHER RESOLVED that Polk County, Iowa hereby commits to accepting and maintaining these improvements for a minimum of twenty (20) years following the completion of the project should it receive funds; and

BE IT FURTHER RESOLVED that the Polk County Public Works Department be authorized to submit these STBG funding applications to the Des Moines Area Metropolitan Planning Organization requesting the Federal Surface Transportation Block Grants funds shown for each project.

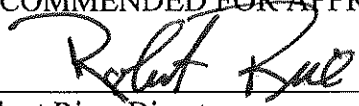
Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

Angela Connolly, Chairperson

| |

RECOMMENDED FOR APPROVAL:



Robert Rice, Director
Polk County Public Works

FISCAL IMPACT:

None at this Time.

Summary of Funding Requests:

<u>NE 23rd Ave. Reconstruction Project</u>	
FFY 2026 STBG Program Funds Requested	\$1,750,000
<u>FFY 2027 STBG Program Funds to be Requested</u>	<u>\$1,750,000</u>
Total Estimated Project Cost	\$5,950,000

<u>BR-6668 Bridge Replacement Project</u>	
FFY 2026 STBG Bridge Program Funds Requested	\$650,000
Total Estimated Project Cost	\$900,000

<u>BR-6665 Bridge Replacement Project</u>	
FFY 2026 STBG Bridge Program Funds Requested	\$650,000
Total Estimated Project Cost	\$900,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 17-22 authorizing the Public Works Department to submit three FFY 2026 Surface Transportation Block Grant (STBG) Program funding applications to the Des Moines Area MPO.

Agenda Date: February 8, 2022

Contact Individual: Kurt D. Bailey, P.E., Interim County Engineer, Polk County Public Works Department, 286-3705

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Action Requested (Recommended): Approve and support each application for Federal STBG Program funding, commit to the matching monies required by the project applications, commit to accepting and maintaining the project improvements for a minimum of twenty (20) years following the completion of the project should it receive funds, and authorize the Polk County Public Works Department to submit the three STBG Program Funding applications shown to the Des Moines Area Metropolitan Planning Organization (MPO).

Comply with Policy: Yes

Background: The Federal Surface Transportation Program provides funding to local jurisdictions for the construction of eligible projects. This Program, with established guidelines, is administered by the Des Moines Area MPO which prioritizes and ranks all project applications. Polk County Public Works proposes to submit the three STBG funding applications shown to the Des Moines Area MPO for Federal Fiscal Year 2026.

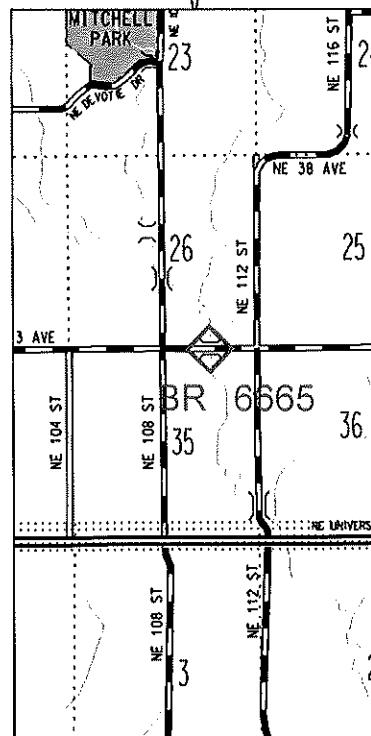
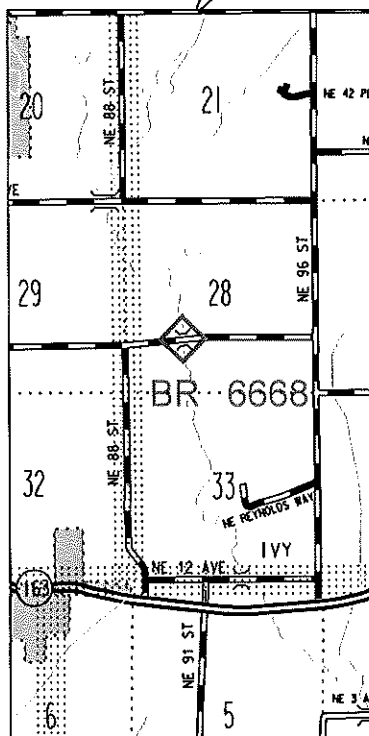
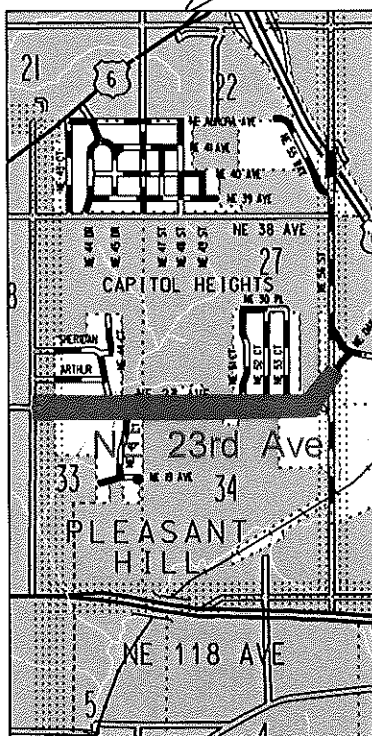
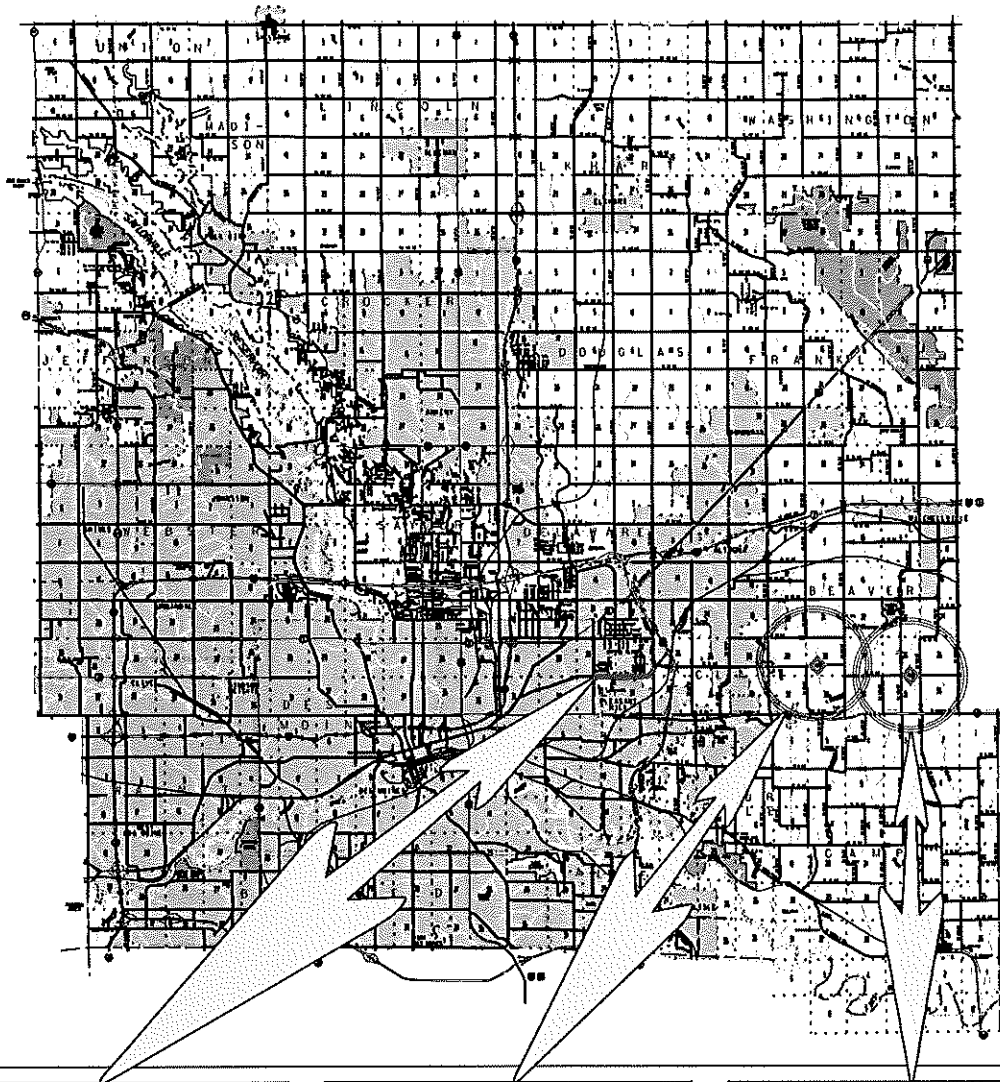
Action Impact: Submittal of funding applications will allow the projects to be considered for funding by the Des Moines Area MPO for FFY 2026.

Fiscal Note: None at this time. Summary of Funding Requests:

<u>NE 23rd Avenue Reconstruction Project</u>	
FFY 2026 STBG Program Funds Requested	\$1,750,000
<u>FFY 2027 STBG Program Funds to be Requested</u>	<u>\$1,750,000</u>
Total Estimated Project Cost	\$5,950,000
<u>BR 6668 Bridge Replacement Project</u>	
FFY 2026 STBG Bridge Program Funds Requested	\$650,000
Total Estimated Project Cost	\$900,000
<u>BR 6665 Bridge Replacement Project</u>	
FFY 2026 STBG Bridge Program Funds Requested	\$650,000
Total Estimated Project Cost	\$900,000

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	NA	N	N	N		
22/23						

Additional Fiscal Note Information (optional):



RESOLUTION MAP
NW 23rd Ave, BR 6668 and BR 6665

RESOLUTION

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

WHEREAS, tuberculosis is a communicable disease that is a threat to the public health of the residents of Polk County; and

WHEREAS, the Iowa Department of Public Health has allocated funds of \$900 to Polk County, Iowa for continuation of the Polk County Tuberculosis Detection and Prevention Program for the term January 1, 2022 through December 31, 2022.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached MOU-2022-TB77, with the Iowa Department of Public Health to continue to conduct tuberculosis prevention and outreach activities in the community, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said MOU-2021-TB77 on behalf of Polk County, Iowa.

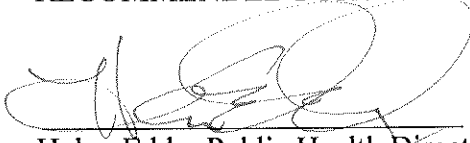
NOW, THEREFORE, BE IT FURTHER RESOLVED: That the Polk County Board of Supervisors authorizes the Director of the Polk County Health Department, or her designee, to execute any and all documents in furtherance of this grant award pursuant to MOU-2022-TB77 with the Iowa Department of Public Health.

Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

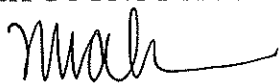
RECOMMENDED FOR APPROVAL:



Helen Eddy, Public Health Director
Polk County Health Department

APPROVED AS TO FORM:

JOHN P. SARCONI
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: FY 21/22 Revenue/Expenses: \$900.00.

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Memorandum of Understanding (MOU) with Iowa Department of Public Health for Tuberculosis Program funding

Agenda Date: 2/08/2022

Contact Individual: Scott Slater, 286-3752

Previous Action taken by the Board: None

Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: Controlling the spread of communicable disease in Polk County is an essential public health function and mandated by Iowa law.

Background: The Iowa Department of Public Health provides funding to cover some of the costs related to prevention of tuberculosis in Polk County. The initial amount awarded for the contract year January 1, 2022 through December 31, 2022 is \$900.

Action Impact: These funds will be used to help offset staff costs for providing Direct Observed Therapy (DOT) for suspected/confirmed cases of pulmonary Tb cases.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21/22	Y	900	900	Y	10223011.74290	10223011.52290

Additional Fiscal Note Information (optional) State and federal CFDA 93.116

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, the Board of Supervisors, considering the recommendation of the County Assessor, decides whether to allow or disallow the claim; and,

WHEREAS, for taxable year 2021, payable in 2022 and 2023, the Polk County Assessor erred by entering a claim on the wrong parcel and subsequently recommended allowance on said parcel; and,

WHEREAS, the Board of Supervisors, considering the recommendation of the County Assessor, allowed the claim on the incorrect parcel,

WHEREAS, the Polk County Assessor recommends the claim be corrected by allowing the credit on the correct parcel and disallowing the claim on the parcel where the claim was incorrectly entered - see attached sheet; and,

NOW, THEREFORE BE IT RESOLVED, that the recommendations of the Polk County Assessor regarding allowance and disallowance for the Homestead Tax Credit be accepted and adopted.

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

Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Randy Ripberger
Polk County Assessor

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendations of the Polk County Assessor for allowances and denials of the Homestead Tax Credits.

Agenda Date: February 8, 2022

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Item Type & Title: Resolution approving the recommendations of the Polk County Assessor for allowances and disallowances of the Homestead Tax Credits.

Background: There is a Homestead Tax Credit (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. The Board of Supervisors, considering the recommendation of the County Assessor, decides whether to allow or disallow the claim. For taxable year 2021, payable in 2022 and 2023, the Polk County Assessor erred by entering a claim on the wrong parcel and subsequently recommended allowance on said parcel. The Board of Supervisors, considering the recommendation of the County Assessor, allowed the claim on the incorrect parcel. The Polk County Assessor recommends the claim be corrected by allowing the Credit on the correct parcel and disallowing the claim on the parcel where the claim was incorrectly entered - see attached sheet.

Action Impact: The passage of this resolution approves the recommendations of the Polk County Assessor for allowances and disallowances of the Homestead Tax Credits.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
22/23	N				N		

Board of Supervisors' 02/08/2022 meeting
Homestead Tax Credit

Recommendation to allow for AY2021

District/Parcel	Name
312/00990-110-000	Samuel L. Meldrem-McKenna

Allow for AY
2021

Claim entered on wrong parcel - see below - should have been entered on this parcel

Recommendation to disallow for AY2021

District/Parcel	Name
312/00990-149-000	Samuel L. Meldrem-McKenna

Cancel for AY:
2021

Reason for Disallowance Recommendation

Claim entered on wrong parcel (this one) - should have been entered on parcel above

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 has developed a preliminary FY 2022/2023 budget, and

WHEREAS, legislation enacted during the 2019 Session implemented a new public hearing requirement to consider a Total Maximum Property Tax Dollars resolution prior to certification of the budget,

NOW, THEREFORE, BE IT RESOLVED that the FY 2022/2023 Proposed Property Tax Levy 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 a public hearing on the FY 2022/2023 Proposed Property Tax Levy is hereby scheduled for 9:30 a.m., March 1, 2022, 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

#14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: February 8, 2022

Contact Individual: Deb Anderson

Previous Action taken by the Board: Budget deliberations throughout January 2022

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 adopt a Total Maximum Property Tax Dollars resolution prior to certifying the succeeding fiscal year's budget. To provide public notice of the proposed Total Maximum Property Tax Dollars, this resolution authorizes the Auditor's Office to publish notice of a public hearing for March 1, 2022, and a proposed property tax levy summary in the County's official newspapers.

Action Impact: Authorizes publication of a public hearing on the FY 22/23 Total Maximum Property Tax Dollars

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
22/23						

Additional Fiscal Note Information (optional):

POLK COUNTY TREASURER SEMI-ANNUAL REPORT January 1-June 30, 2021

FUND	TREASURER'S/ AUDITOR'S BALANCE 01/01/21	RECEIPTS	DISBURSEMENTS	TREASURER'S/ AUDITOR'S BALANCE 06/30/21	FUND
001 GENERAL BASIC	52,966,258.79	88,197,470.62	106,302,117.08	34,861,612.33	001
002 GENERAL SUPPLEMENTAL	62,390,116.38	34,530,403.23	30,454,239.68	66,466,279.93	002
003 GENERAL SELF-INSURANCE RESERVE	(2,693,970.54)	5,168,895.85	2,474,925.32	-	003
004 COMMUNITY BETTERMENT	(1,229,623.09)	4,967,797.49	3,987,375.27	(249,200.87)	004
005 ECONOMIC DEVELOPMENT	(2,303,966.65)	3,910,959.48	490,697.18	1,116,295.65	005
006 CONSERVATION SPECIAL	(29,556.55)	419,632.34	158,610.05	231,465.74	006
010 MH/MR/DD SERVICES	4,461,874.42	17,194,213.85	12,146,600.03	9,509,488.24	010
011 RURAL SERVICES BASIC	6,771,996.24	4,337,241.52	8,651,768.50	2,457,469.26	011
012 RURAL SERVICES SUPPLEMENTAL	1,050,740.48	638,747.33	617,095.40	1,072,392.41	012
013 FORFEITED PROPERTY-SHERIFF/STATE	173,306.77	570.31	1,000.00	172,877.08	013
014 FORFEITED PROPERTY-SHERIFF/FEDERAL	337,846.27	12,421.98	-	350,268.25	014
015 FORFEITED PROPERTY-CO. ATTORNEY	210,120.10	44,484.61	58,374.13	196,230.58	015
018 CO ATTORNEY COLLECTION INCENTIVE	404,499.63	156,791.93	5,434.74	555,856.82	018
020 SECONDARY ROAD	(4,971,730.64)	12,685,376.99	6,781,248.78	932,397.57	020
021 CO RECORDER RECORDS MGMT.	294,869.58	62,027.56	31,775.80	325,121.34	021
024 TOWNSHIP FIRE PROTECTION	7,869.47	477,817.37	480,165.38	5,521.46	024
026 REAP	339,109.45	476.89	587.41	338,998.93	026
028 CONTINGENCY RESERVE FUND	11,525,897.00	363,849.00	-	11,889,746.00	028
030 AUTOMATED TRAFFIC ENFORCEMENT	1,698.67	1,287.62	2,986.29	-	030
031 MITIGATION BANK - CONSERVATION	-	12,920.31	-	12,920.31	031
032 AMERICAN RESCUE PLAN ACT	-	47,604,014.00	27,753.00	47,576,261.00	032
033 TAX INCREMENT FINANCING	-	29,393.82	-	29,393.82	033
034 DRAINAGE/WATER DISTRICTS	-	251,198.24	-	251,198.24	034
044 HAMILTON DRAIN DEBT SERVICE	1,247.00	-	-	1,247.00	044
046 DEBT SERVICE	8,600,323.64	13,112,274.57	20,519,693.75	1,192,904.46	046
051 CONSERVATION WATER & LAND IMPROVE	5,362,341.10	2,355,114.86	3,064,396.17	4,653,059.79	051
052 JUSTICE CENTER ANNEX CAPITAL PROJ.	14,066,605.14	1,835,728.41	7,205,008.52	6,697,325.03	052
055 CAPITAL IMPROVEMENTS PROJECTS	(5,907,903.59)	19,033,508.16	11,824,711.38	1,300,893.19	055
281 AIR QUALITY	464,981.68	557,571.53	596,026.82	426,526.39	281
284 SANITARY TREATMENT WORKS	6,941,235.12	3,387,220.88	1,606,949.26	8,721,506.74	284
285 PRAIRIE MEADOWS	13,031,791.57	15,701,247.18	21,165,337.42	7,567,701.33	285
286 JESTER PARK GOLF COURSE	422,008.56	199,849.54	508,486.00	113,372.10	286
287 HAMILTON URBAN DRAIN DISTRICT	210,411.46	60,654.26	10,713.97	260,351.75	287
288 EMPLOYEE INSURANCE	13,506,536.39	15,546,951.86	14,209,974.22	14,843,514.03	288
291 RISK MGMT INTERNAL SERVICE	5,000,000.00	-	-	5,000,000.00	291
295 IOWA EVENT CENTER	3,156,203.37	18,831,643.15	15,967,022.54	6,020,823.98	295
297 URBAN SEWER	1,379,301.55	128,511.39	342,625.00	1,165,187.94	297
299 IOWA TAX AND TAGS	565,736.44	144,947.69	280,501.98	430,182.15	299
300 TRUST & AGENCY - TREASURER	20,842,936.10	582,207,572.26	578,412,269.42	24,638,238.94	300
301 TRUST & AGENCY - TRUST FUNDS HELD	818,592.50	753,586.87	1,441,227.79	130,951.58	301
305 COUNTY ASSESSOR EXPENSE	3,538,618.66	3,244,031.88	3,461,147.21	3,321,503.33	305
344 RECORDER'S E-COMMERCE CLEARING	18.22	62,199.00	62,217.22	-	344
345 RECORDER'S REVOLVING	629,285.40	6,354,602.80	6,108,372.56	875,515.64	345
346 E911 SERVICE	4,050,975.79	1,536,353.13	1,692,557.28	3,894,771.64	346
350 GIMS IMPLEMENTATION	686,201.51	-	-	686,201.51	350
351 EMERGENCY MANAGEMENT	(117,429.88)	946,848.10	396,990.47	432,427.75	351
356 DEFERRED COMPENSATION	-	16,736.58	16,736.58	-	356
363 SEIZED FUNDS - UNFORFEITED	363,601.73	221,875.12	109,572.08	475,904.77	363
364 MINE TASK FORCE	598,511.47	122,972.95	155,921.87	565,562.55	364
365 IOWA WORKFORCE DEVELOPMENT	-	434,928.24	344,087.63	90,840.61	365
TOTALS	227,919,486.71	907,864,922.76	862,175,301.18	273,609,108.29	

February 7, 2022

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

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

Feb. 3, 2022

I, JAMIE FITZGERALD, AUDITOR OF POLK COUNTY, IOWA, DO HEREBY CERTIFY THAT THIS REPORT CORRECTLY SHOWS, BY THE ACCOUNTS IN MY OFFICE, THE CONDITION OF THE FUNDS IN THE HANDS OF MARY L. WELLS, TREASURER OF SAID COUNTY, AT THE CLOSE OF BUSINESS ON JUNE 30, 2021.

Jamie Fitzgerald
JAMIE FITZGERALD, POLK COUNTY AUDITOR
DES MOINES, IOWA

Feb. 3, 2022

WE, THE BOARD OF SUPERVISORS OF POLK COUNTY, IOWA, DO HEREBY CERTIFY THAT THE FOREGOING STATEMENT CORRECTLY SHOWS THE ASSETS IN THE HANDS OF MARY L. WELLS, TREASURER OF SAID COUNTY, AS OF JUNE 30, 2021.

#15

Certificate of Organization

Polk County Agricultural Extension Council

The following is a complete list of members of the Polk County Agricultural Extension Council:
(List all members, including officers.)

(Terms beginning January 2019 and expiring December 2022)

Name	Address (with zip code)	Telephone (with area code)	E-mail address
Emma Runde	2604 35 th St Des Moines, IA 50310	(641) 430-6337	Emma.a.runde@gmail.com
Dennis Goering	520 Whispering Pine Ave Polk City, IA 50226	(515) 240-5752	dennis@dhgcommunications.com
Denise McAfee	3000 School Street Des Moines, IA 50311	(515) 681-4208	dejm1959@gmail.com
Bart Weldon	15112 NE 72 nd St Maxwell, IA 50161	(515) 460-0871	bart.weldon@live.com

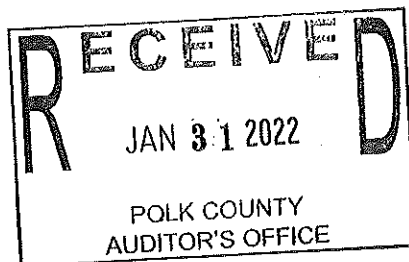
(Terms beginning January 2021 and expiring December 2024)

Name	Address (with zip code)	Telephone (with area code)	E-mail address
Deborah Brewer-Cotlar	4418 Bel Aire Rd Des Moines, IA 50310	(515) 229-5219	DebBrewerCotlar1@gmail.com
Joe Gonzalez	309 E 5 th St #405 Des Moines, IA 50309	(515) 577-2433	joeg@latinoheritagefestival.org
Julie McGonegle	3301 Patricia Drive Urbandale, IA 50322	(515) 276-8835	mcbgonegle2@mchsi.com
Kasey Peters	617 Grand Avenue West Des Moines, IA 50265	(712) 330-0729	peters.kasey@gmail.com

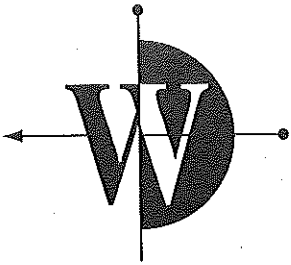
(Filling two year term beginning January 2021 and expiring December 2022)

Name	Address (with zip code)	Telephone (with area code)	E-mail address
Richard Degner	2790 NE 95 th Ave Ankeny, IA 50021	(515) 964-4491	Richard.d7675@gmail.com

The organizational meeting of this council was held on January 10, 2022 at 4 p.m. at the Polk County Extension Office,
1625 Adventureland Drive Ste A, Altoona, Iowa.



#160



THE CITY OF
West Des Moines®
www.wdm.iowa.gov

Community and Economic
Development

4200 Mills Civic Parkway
P.O. Box 65320
West Des Moines, IA 50265-0320

515-273-0770

FAX 515-222-3640

E-mail ced@wdm.iowa.gov

DATE: January 25, 2022

TO: Board of Supervisors of Dallas County, Madison County, Polk County, Warren County
Des Moines, Norwalk, Van Meter, Waukee, West Des Moines, Winterset Community School Districts
City of Norwalk

FROM: City Council
City of West Des Moines, Iowa

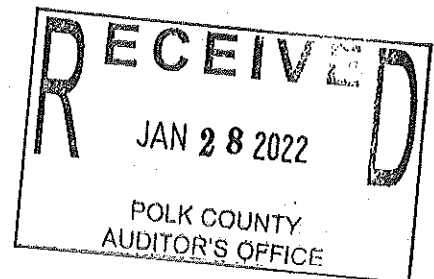
RE: Economic Development Digital Enterprise Renewal Plan
Amendment #1

The West Des Moines City Council has begun the process of approving an urban renewal plan amendment. The Resolution from the City Council and the attached draft amendment are included with this letter.

As required by Iowa Code, the City Council set a consultation meeting of the affected taxing entities for February 2, 2022, at 10:30 am at the City of West Des Moines City Hall Board Room or via Microsoft Teams. The public hearing date has been set for February 21, 2022, at 5:30 pm. A notice for each meeting is included.

If you have any questions before the consultation meeting, please call Clyde Evans at (515) 273-0770.

Enclosures



#17

January 2nd, 2022

Board of Supervisors of Polk County
c/o Polk County Auditor
111 Court Avenue, Room 300 P. O. Box 10
Des Moines, IA 50309

Ref: Proposed Amendment No. 12 to the East Central TIF Urban Renewal Plan
Johnston, IA

Dear Auditor:

Pursuant to Chapter 403 of the Code of Iowa, the city of Johnston is proposing Amendment No. 12 to the East Central TIF Urban Renewal Plan and the district boundaries for the purpose of economic development

Enclosed for your information are copies of the Notice of Consultations, Notice of Public Hearings, and the Resolutions with the proposed plans. The city is requesting a representative of your organization attend a consultation regarding the amendment to the plan. The consultation is scheduled for:

Monday, February 7, 2022
10:00 AM
Johnston City Hall, 6221 Merle Hay Road

At the consultation the City will discuss:

- The estimated growth in valuation of taxable property included in the proposed Urban Renewal Area,
- The fiscal impact of the division of revenue of the affected taxing entities,
- The impact on the provision of services by each of the affected taxing entities in the proposed Urban Renewal Area,
- The duration of the bond issuance included in the Plan.

Following the consultation, your representative will have seven (7) days to make a written recommendation for modification of the division of revenue.

Please contact me at (515) 727-7760 if you have any comments or questions.

Sincerely,
Economic Development Manager
Adam Plagge

