POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE – ROOM 120
FEBRUARY 1, 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.

PROCLAMATION

5. Black History Month.

PUBLIC HEARING

VACATE SURFACE WATER FLOWAGE EASEMENT

6. Resolution vacating a portion of existing surface water flowage easement located at 11426 and 11472 NW 115th Ave, Granger.

7. **PUBLIC COMMENTS**

RESOLUTIONS

8. Resolution approving final plat of Bay Estates.

*9. Resolution approving Iowa Department of Transportation Preconstruction Agreement for the I-35 Reconstruction project.

*10. Resolution approving Second Amendment to Agreement with the Cities for Financial Empowerment Fund.

*11. Resolution approving Agreement with Des Moines Area Community College (DMACC) and Evelyn K. Davis Center for Working Families for the provision of financial counseling services for Polk County residents.

12. Resolution approving FY 22/23 Polk County Compensation Board Salary Recommendations for Elected Officials.

*13. Resolution approving Lease Agreement with Iowa Legal Aide to lease skywalk space at the Justice Center.

14. Resolution approving the recommendations of the Polk County Assessor for allowances and denials of the Business Property Tax Credit.

15. Resolution approving a Community Development Grant for the University of Northern Iowa Foundation (a 501c3 non-profit organization) as fiscal agent for the University of Northern Iowa.

16. Resolution approving Community Betterment Grant Awards.

REPORTS

*17. Fifth Judicial District 2021 Annual Report.

COMMUNICATIONS

*18. City of Des Moines revised notice of meeting to consider voluntary annexation within an urbanized area of the City of Ankeny.

BUDGET ACTIONS

19. Memorandum of Budget Actions.

APPOINTMENTS

20. Memorandum of Appointments.

CLOSED SESSION

21. For the public employer Polk County to discuss strategy with counsel regarding matters that are presently in collective bargaining negotiations, pursuant to the authority in section 20.17(3) of the Iowa Code.

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/u/aQaCg3w9O

County of Polk

POLK COUNTY

Board of Supervisors

PROCLAMATION

Black History Month
February 2022

Whereas, Black History Month, also known as African American History Month, is a celebration of the contributions and achievements of African Americans and a time for recognizing their central role in U.S. history; and

Whereas, The celebration of Black History Month traces back to 1915, when Dr. Carter G. Woodson and minister Jesse E. Moorland founded the Association for the Study of African American Life and History (ASALH), an organization dedicated to researching and promoting achievements by Black Americans and other peoples of African descent; and

Whereas, In 1926, Dr. Woodson and ASALH sponsored the first Black History week, choosing the second week of February to coincide with the birthdays of Abraham Lincoln and Frederick Douglass; and

Whereas, The Civil Rights Movement and a growing awareness of Black identity in the late 1960s helped evolve Black History week into a month- long celebration; and

Whereas, In 1976, President Gerald Ford issued the first African-American History Month proclamation, calling upon the public to celebrate this observance each February and since that time, U.S. presidents have issued proclamations to pay tribute to African Americans and endorsed a specific theme; and

Whereas, This year's theme, "Black Health and Wellness," focuses on the activities, rituals and initiatives that Black communities have done to be well; and

Whereas, Polk County honors the contributions, sacrifices, and accomplishments of African Americans in the community and throughout the history of the nation; and

Now, Therefore, be it resolved that we, the Polk County Board of Supervisors, do hereby proclaim **February 2022 to be**:

Black History Month

in Polk County, Iowa and encourage all residents to observe this month by participating in programs, partnerships, activities, and events taking place throughout the area to celebrate Black history.

Signed this __ day of _____, 2022, in _____.

_____

Angela Connolly, Chair
POLK COUNTY BOARD OF SUPERVISORS

#5

Res. No. 15-22
February 1, 2022

RESOLUTION

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

WHEREAS, Scott and Jennifer Cooley, owners of Lot 13 of Jester Glen Estates Plat Four, addressed as 11426 NW 115th Avenue, Granger, being located with a portion of Section 4 and Section 5 of Township 80 North, Range 25 West of the 5th P.M. (Jefferson Township), Polk County, Iowa, and Joshua and Jami Wingert, owners of Lot 14 of Jester Glen Estates Plat Four, addressed as 11472 NW 115th Avenue, Granger, being located within Section 5 of Township 80 North, Range 25 West of the 5th P.M. (Jefferson Township), Polk County, Iowa, have filed a petition in accordance with Section 354.23, Code of Iowa, to vacate a portion of an existing platted surface water flowage easement, approximately 0.07 acres in size; and

WHEREAS, a drainage report and calculations, prepared by a licensed professional engineer, have been reviewed and approved by Polk County Public Works to vacate the requested portion of the platted surface water flowage easement on the subject properties; and

WHEREAS, a public hearing was held on February 1, 2022 as required by Section 354.23 of the Code of Iowa to vacate the requested portion of the platted surface water flowage easement.

NOW, THEREFORE, BE IT RESOLVED that the 0.07-acre portion of the platted surface water flowage easement described and shown in Exhibit A is hereby vacated; and

BE IT FURTHER RESOLVED that Iowa Code Section 354.23 allows the vacating instrument to be used as the method of conveyance for land recently vacated, and so let this Resolution serve to convey the 0.07-acre portion vacated in this case, and described in the attached Exhibit A, to the petitioners Scott and Jennifer Cooley, and Joshua and Jami Wingert; and

BE IT FURTHER RESOLVED that the Auditor's Office is directed to have this Resolution and attached Exhibit A recorded as the vacating instrument in accordance with Section 354.23, Code of Iowa.

Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

_____
Angela Connolly, Chairperson

RECOMMENDED FOR APPROVAL:

Robert Rice

_____
Robert Rice, Director
Polk County PublicWorks Department

#6

APPROVED AS TO FORM:

JOHN P. SARCONE
POLK COUNTY ATTORNEY

Assistant County Attorney

FISCAL NOTE: No cost to the County

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 15-22 to vacate a portion of a platted surface water flowage easement, and authorizing the Auditor to record the Resolution and vacating instrument. Subject properties are located at 11426 & 11472 NW 115th Avenue, Granger

Agenda Date: February 1, 2022

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

Previous Action taken by the Board: On January 18, 2022 the Board set the public hearing on this matter for February 1, 2022.

Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: Yes. Public Works staff has reviewed and approved an engineered drainage report and calculations to vacate the requested portion of the surface water flowage easement.

Background: The owners desire to gain additional use of their properties for existing and future structures to be located within the current easement area. Staff has reviewed the drainage report and calculations and concurs that the easement is not necessary to convey drainage, and vacation would not negatively impact adjoining properties.

Action Impact: Approval of the Resolution will vacate the requested portion of the existing surface water flowage easement and direct the Auditor's Office to record the approved Resolution and Exhibit A – vacation instrument.

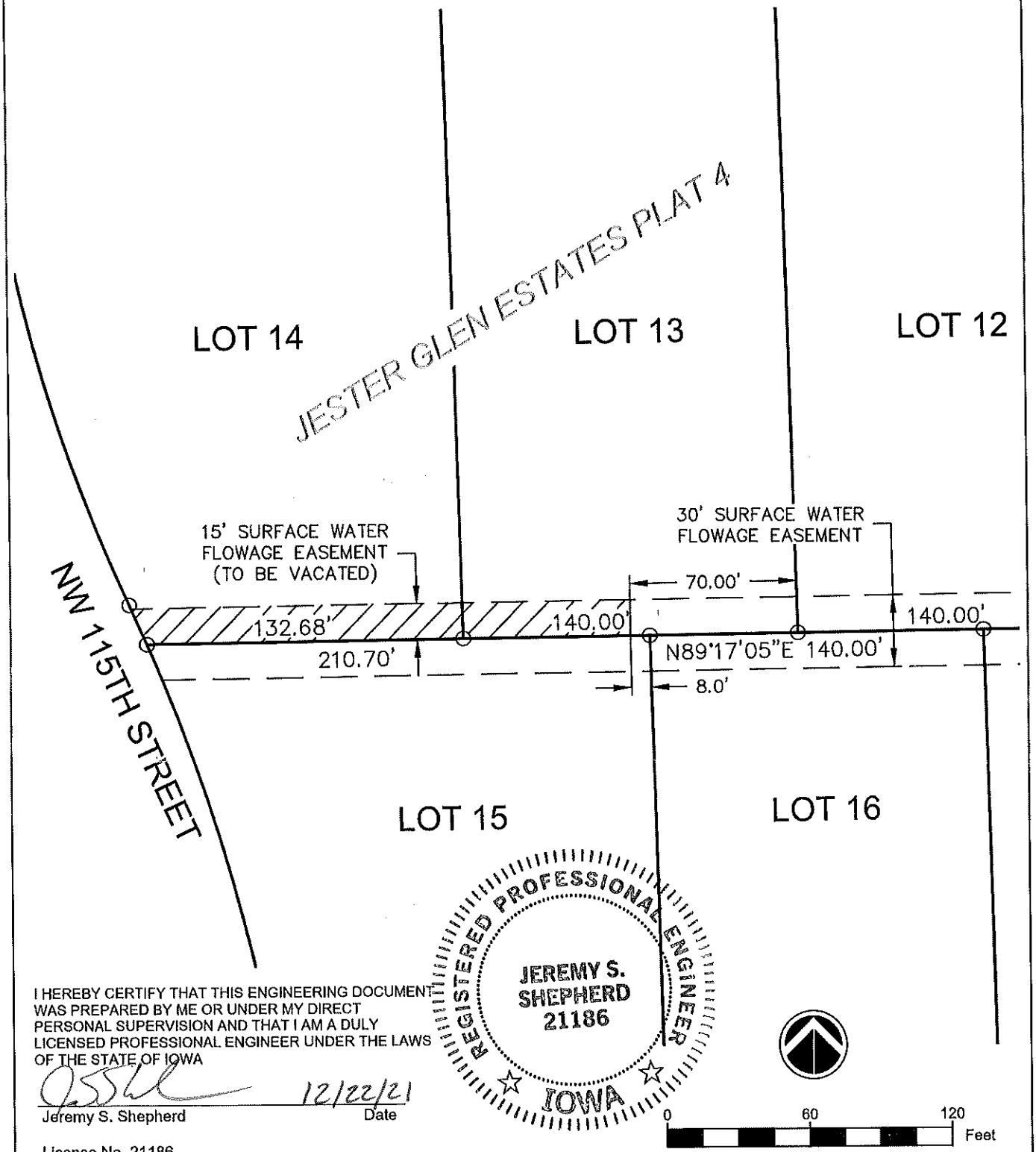
Fiscal Note: None

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

VACATION EXHIBIT

SURFACE WATER FLOWAGE EASEMENT
LOCATED IN LOTS 13 AND 14 IN JESTER GLEN ESTATES PLAT 4
POLK COUNTY, IOWA



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA

REGISTERED PROFESSIONAL ENGINEER
JEREMY S. SHEPHERD
21186
IOWA

12/22/21

Jeremy S. Shepherd — Date

License No. 21186
My License Renewal Date is December 31, 2021

Res. No. 16-22
February 1, 2022

RESOLUTION

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

WHEREAS, the owners of land located in Section 31, Township 81 North, Range 25 West of the 5th P.M. (Jefferson Township), Polk County, Iowa, wish to subdivide and plat their land into a minor subdivision final plat known as Bay Estates; and

WHEREAS, the minor subdivision final plat proposes one (1) single-family residential lot and one (1) outlot on approximately 93 acres of land; and

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

WHEREAS, the Polk County Public Works Department reviewed and approved the minor subdivision preliminary plat on October 27, 2021; and

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

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the minor subdivision final plat of Bay Estates and authorizes the Chairperson of the Polk County Board of Supervisors to sign the Resolution.

Sewer Service:	Individual wastewater treatment systems
Water Service:	Xenia Rural Water District
Zoning:	"AG" Agricultural District
Platted by:	LeMar Koethe (property owner)
Surveyor:	Cooper Crawford & Associates, LLC
Location:	Southeast of the intersection of NW 142nd Street (Hwy 17) and NW 122nd Avenue; approximately one (1) mile north of Granger
Township:	Jefferson

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. SARCONE
POLK COUNTY ATTORNEY

Assistant County Attorney

FISCAL NOTE: No cost to the County

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 16-22 approving Bay Estates, a minor subdivision final plat.

Agenda Date: February 1, 2022

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

Previous Action taken by the Board: None. Minor subdivision preliminary plats are reviewed administratively.

Board/Commission Actions: None. Minor subdivision plats do not require review and recommendation by the Zoning Commission.

Action Requested (Recommended): Approval of the Final Plat of Bay Estates.

Comply with Policy: This minor subdivision final plat complies with the Polk County Zoning and Subdivision Ordinances, and has been reviewed and recommended for approval by the Public Works Department.

Background: The plat proposes one (1) single-family residential lot and one (1) outlot on approximately 93 acres zoned "AG" Agricultural District. The property is being split to create one (1) buildable lot for a future residence. The remaining ground will continue in agricultural production. The proposed lot will be served by a private septic system and Xenia Rural Water, and has access onto NW 142nd Street (Hwy 17).

Action Impact: Approval of the Final Plat allows for recording and future deed transfers.

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.

Bay Estates
Final Plat

PLAT INFORMATION: This subdivision plat proposes one (1) single-family residential lot and one (1) outlot on approximately 93 acres of land zoned "AG" Agricultural District.

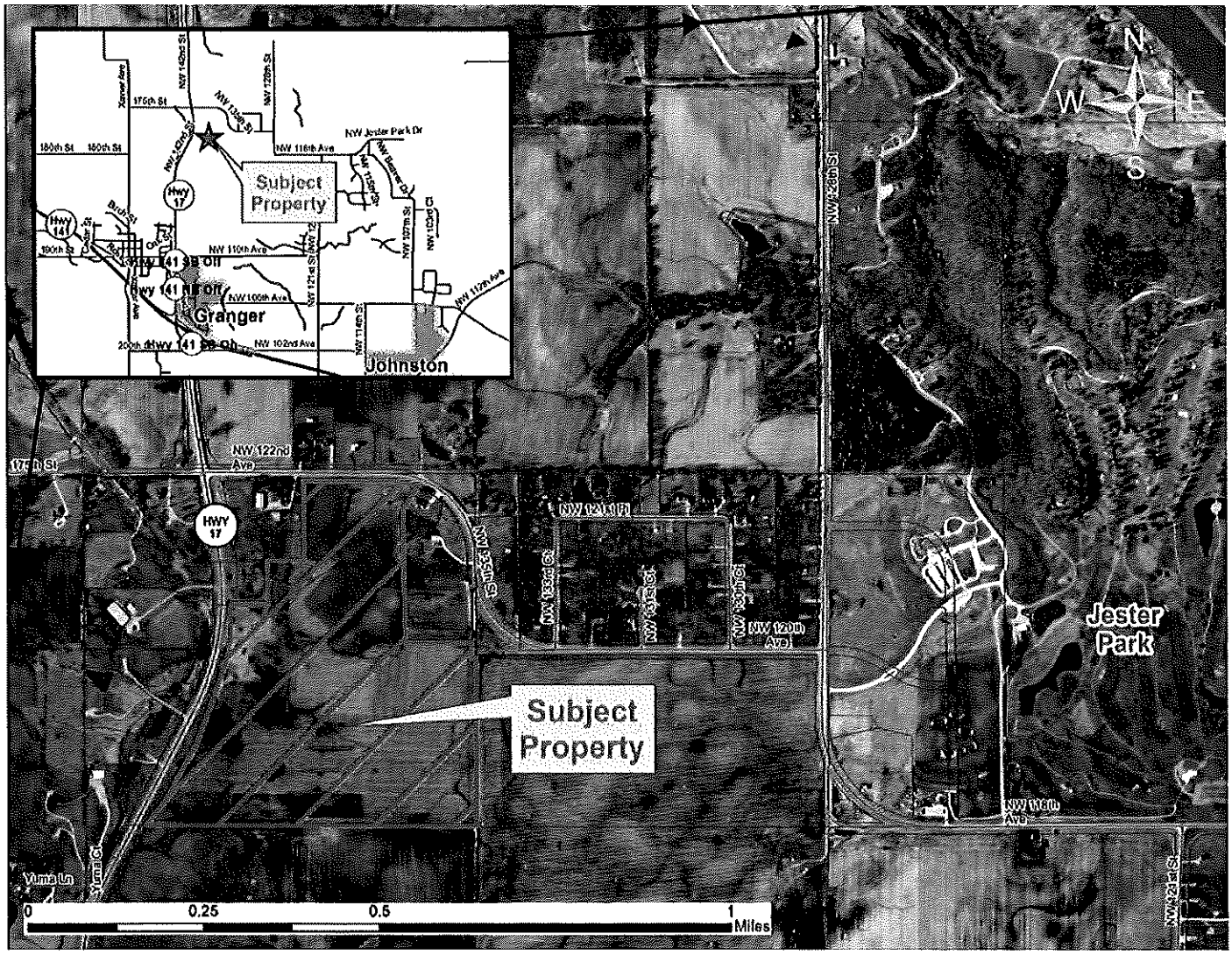
SEWER: Individual septic systems

WATER: Xenia Rural Water District

TOWNSHIP: Jefferson

OWNER/DEVELOPER: LeMar Koethe

Vicinity Map:



Res. No. 14-22
February 1, 2022

RESOLUTION

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

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

WHEREAS, the Iowa Department of Transportation proposes to reconstruct I-35 from a four-lane section to a six-lane section within Polk County from NE 36th St. in Ankeny, north to the County line, including the replacement of the overhead bridges on County roads NE 126th Avenue, NE 142nd Avenue, and NE 158th Avenue, and has begun preliminary design work on this project; and

WHEREAS, additional road right-of-way at each of the overhead bridges noted will have to be purchased to accomplish these improvements; and

WHEREAS, the Iowa Department of Transportation has offered a Preconstruction Agreement No. 2022-C-065 that explains the right-of-way acquisition responsibilities and rights of each entity as part of this project.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, adopts the Agreement, and authorizes the Chairperson 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 is directed to return a copy of the signed Agreement to the Iowa Department of Transportation 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. SARCONE
POLK COUNTY ATTORNEY

_____
Assistant County Attorney

FISCAL NOTE: No Cost to Polk County

#9

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 14-22 to approve Iowa Department of Transportation Preconstruction Agreement for their I-35 Reconstruction project in Polk County.

Agenda Date: February 1, 2022

Contact Individual: Kurt D. Bailey, P.E., Interim County Engineer, Polk County Public Works Department, 515-286-3705

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Approves and adopts Iowa Dept. Of Transportation Agreement No. 2022-C-065 and authorizes the Public Works Department to administer the Agreements on behalf of Polk County.

Comply with Policy: Yes

Background: The Iowa Department of Transportation proposes to reconstruct I-35 from a four-lane section to a six-lane section within Polk County from NE 36th St. in Ankeny, north to the County line, including the replacement of the overhead bridges on County roads NE 126th Avenue, NE 142nd Avenue, and NE 158th Avenue, and has begun preliminary design work on this project. It is apparent that additional road right-of-way at each of the overhead bridges noted will have to be purchased to accomplish these improvements. The Iowa Department of Transportation has offered a Preconstruction Agreement No. 2022-C-065 that explains the right-of-way acquisition responsibilities and rights of each entity as part of this project.

Action Impact: Resolution approves the terms of the Iowa Department of Transportation Agreements and allows the development of each project to proceed.

Fiscal Note: No cost to Polk County.

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	NA			
22/23						

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa has Agreements with the Cities for Financial Empowerment Fund, Inc. (CFE Fund) to develop and fund a Polk County Financial Empowerment Center, to provide free financial counseling to Polk County residents with goals of helping residents work through financial challenges, establish healthy personal finance routines and support overall economic well-being; and

WHEREAS, Polk County, Iowa began operating the Polk County Financial Empowerment Center in March of 2020, with services provided through an Agreement with the Des Moines Area Community College and Evelyn K. Davis Center for Working Families; and

WHEREAS, Polk County, Iowa through the Second Amendment to Agreement with CFE Fund has been awarded a new grant in the amount of $90,000.00 from the CFE Fund to begin a Small Business Boost Pilot program, for integrating individual financial counseling with local small business and entrepreneurship supports.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Second Amendment to Agreement with the Cities for Financial Empowerment Fund, Inc. for funding to support a Small Business Boost Pilot program within the existing Polk County Financial Empowerment Center, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Second Amendment to Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

_____

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

_____

Eric Kool, Director
Community, Family and Youth Services

#10

APPROVED AS TO FORM:

JOHN P. SARCONE
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney
FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Second Amendment to Agreement between Polk County, Iowa and the Cities for Financial Empowerment Fund.

Agenda Date: 02-01-22

Contact Individual: Eric Kool, Director
Community, Family and Youth Services
515-323-5262

Previous Action taken by the Board: A similar agreement was approved on

Board/Commission Actions:

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes

Background: In March of 2020, Polk County, Iowa began operating the Polk County Financial Empowerment Center, providing individual financial counseling to Polk County residents, with partial funding through a grant from the Cities for Financial Empowerment Fund (CFE Fund). Polk County has recently been awarded a new grant from CFE Fund, for a Small Business Boost Pilot program for integration of individual financial counseling with local small business and entrepreneurship activities. The grant is for $90,000.00, which will be received over the course of two fiscal years. Small Business Boost services will be included in overall Polk County Financial Empowerment Center operations, in a new Agreement with the Des Moines Area Community College and Evelyn K. Davis Center for Working Families from March of 2022 through June of 2024.

Action Impact: Approval of this Second Amendment to Agreement will allow Polk County to demonstrate its commitment to enhancing the quality of life of its residents by engaging in anti-poverty efforts.

Fiscal Note: The budget in this table is that of the overall Financial Empowerment Center, including the Small Business Boost Pilotprogram. Revenue reflects that from the Cities for Financial Empowerment Fund as well as American Rescue Plan funds

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	Y	$160,641	$81,000	Y	1023-3121-77490.03	1023-3121-58190
22-23	Y	$463,235	$309,000	Y	1023-3121-77490.03	1023-3121-58190
23-24	Y	$476,128	$300,000	Y	1023-3121-77490.03	1023-3121-58190

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, since March of 2020, Polk County, Iowa has operated the Polk County Financial Empowerment Center, to provide professional financial counseling for Polk County residents at no cost to participants, following a Cities for Financial Empowerment Fund (CFE Fund) model; and

WHEREAS, the services of the Polk County Financial Empowerment Center are provided through an Agreement with the Des Moines Area Community College and Evelyn K. Davis Center for Working Families, which has extensive experience providing financial literacy activities, employment training, individual financial coaching, small business guidance and related services supporting financial well-being and economic mobility; and

WHEREAS, the CFE Fund has recently awarded Polk County, Iowa a Small Business Boost grant for $90,000, designed to complement existing support and education for small business owners by providing financial counseling tailored to the needs of small business owners; and

WHEREAS, financial counseling for Polk County residents, small business owners and entrepreneurs is consistent with Polk County's commitment to financial well-being, which is also one of Polk County's four priority areas for utilization of American Rescue Plan funds; and

WHEREAS, the current Agreement with the Des Moines Area Community College and Evelyn K. Davis Center for Working Families expires in February 2022, and Polk County, Iowa wishes to enter into a new Agreement to provide individual and small business financial coaching through June of 2024.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the Des Moines Area Community College and Evelyn K. Davis Center for Working Families, to provide individual and small business owners financial coaching through a Polk County Financial Empowerment Center, and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

_____

Angela Connolly
Chairperson

#11

RECOMMENDED FOR APPROVAL:

Eric Kool, Director
Community, Family and Youth Services

APPROVED AS TO FORM:

JOHN P. SARCONE
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney
FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Agreement between Polk County, Iowa and Des Moines Area Community College- Evelyn K. Davis Center for Working Families, for the provision of financial counseling services for Polk County residents.

Agenda Date: 02-01-2022

Contact Individual: Eric Kool, Director
Community, Family and Youth Services
515-323-5262

Previous Action taken by the Board: A similar agreement was approved on December 3, 2019

Board/Commission Actions:

Action Requested (Recommended): Approval is recommended.

Comply with Policy: Yes

Background: In March of 2020, Polk County, Iowa began providing professional financial counseling for Polk County residents as a public service through the Polk County Financial Empowerment Center. This service is provided through an Agreement with the Evelyn K. Davis Center for Working Families, a non-profit subsidiary of the Des Moines Area Community College, which has extensive experience with economic mobility-related services.

As of December 2021, more than 500 residents have received these services. Outcomes include reduction of household debt by more than $1,200,000.00, household savings of more than $500,000.00, and other financial outcomes including increased credit scores and reduced number of delinquent credit accounts. Polk County, Iowa has recently been awarded an additional grant for $90,000.00 to expand services to small business owners.

In exchange for providing four full-time financial counselors and a program manager to continue providing services, Polk County, Iowa will pay Des Moines Area Community College an amount not to exceed $1,100,000.00 from March 2022 through June of 2024. This expense will be paid from a grant from CFE Fund, from American Rescue Plan funds and from Polk County General Funds.

Action Impact: Approval of this Agreement will allow Polk County to demonstrate its commitment to enhancing the quality of life of its residents by engaging in anti-poverty efforts.

Fiscal Note:

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
21-22	Y	$160,641	$81,000	Y	1023-3121-77490.03	1023-3121-58190
22-23	Y	$463,235	$309,000	Y	1023-3121-77490.03	1023-3121-58190

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	$476,128	$300,000	Y	1023-3121-77490.03	1023-3121-58190

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____, SECONDED BY _____,

That the following Resolution be adopted:

WHEREAS, the Polk County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with the Code of Iowa, Sections 331.905 and 331.907, and

WHEREAS, the Polk County Compensation Board met on January 19, 2022 to develop recommendations for salaries of elected officials, and

WHEREAS, the Polk County Compensation Board recommends the annual salaries of the County Attorney and Sheriff increase 5% for FY22/23 and the annual salaries for the Auditor, Board of Supervisors, Recorder, and Treasurer increase 4% for FY22/23, as reflected in the following compensation schedule effective July 1, 2022:

Elected Official	Current Salary	Recommended
Auditor	$130,214	$135,423
Board of Supervisors	$130,214	$135,423
County Attorney	$219,381	$230,350
Recorder	$130,214	$135,423
Sheriff	$182,549	$191,676
Treasurer	$130,214	$135,423

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

Approved this _____ day of _____ 2022

POLK COUNTY, IOWA

_____

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

_____

#12

Jeffrey Edgar, Director
Polk County Human Resources

APPROVED AS TO FORM:

John P. Sarcone
Polk County Attorney

By: _____
Assistant County Attorney

FISCAL NOTE: Costs are incorporated in the FY22/23 budget.

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: FY22/23 Polk County Compensation Board Salary Recommendations for Elected Officials

Agenda Date: February 1, 2022

Contact Individual: Jeffrey Edgar, Director of Human Resources

Previous Action taken by the Board: N/A

Action Requested (Recommended): Adopt the recommended salary schedule for elected officials effective July 1, 2022.

Comply with Policy: N/A

Background: The Polk County Compensation Board met on January 19, 2022 to determine the recommended salary increases for Polk County's elected officials. The Polk County Compensation Board recommends the annual salaries of the County Attorney and Sheriff increase by 5% and the annual salaries for the Auditor, Board of Supervisors, Recorder, and Treasurer increase by 4% effective July 1, 2022.

Action Impact: Resolution approves the recommendation of the Polk County Compensation Board for elected official salaries for FY22/23.

Fiscal Note: Costs are incorporated in the FY22/23 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
22/23							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Iowa Legal Aid of Des Moines, Iowa has requested to lease 550 square feet of finished skywalk space at the Polk County Justice Center, 222 5th Avenue, Des Moines, Iowa at the agreed upon price of $ 1.00 per month for an initial term of six (6) months; and

WHEREAS, Polk County General Services Department has prepared a lease with Iowa Legal Aid, commencing on the first day of February, 2022 through 31st day of July, 2022.

NOW, THEREFORE, BE IT RESOLVED, that Polk County, Iowa approves the proposed Lease Agreement with the Iowa Legal Aid and authorizes the Chairperson of the Board of Supervisors to sign the Agreement on behalf of Polk County.

Approved this _____ day of _____, 2022.

POLK COUNTY, IOWA

_____
Angela Connolly
Chairperson

21/22-005

RECOMMENDED FOR APPROVAL:

John M. Tyler, Director
Department of General Services

APPROVED AS TO FORM:

JOHN P. SARCONE
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

FISCAL NOTE: Anticipated revenue for initial term, $3,300.00

#13

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Lease Agreement with Iowa Legal Aid of Des Moines, Iowa, to lease 550 square feet of finished skywalk space at the Polk County Justice Center, 222 5th Avenue, Des Moines, Iowa.

Agenda Date: February 1, 2022

Contact Individual: John M. Tyler, Director, General Services ext. 3129

Previous Action taken by the Board:

Board/Commission Actions: N/A

Action Requested (Recommended): Approve Lease Agreement.

Comply with Policy: N/A

Background: Polk County General Services Department has prepared a lease 550 square feet of Justice Center skywalk space to Iowa Legal Aid, commencing the 1st day of February, 2022 and ending on the 31st of July, 2022. Rent is $1.00 per year.

Action Impact: Approval

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	N		~~$2,750.00~~	NA		
22/23	N		~~$550.00~~			

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ **SECONDED by** _____

that the following Resolution be adopted:

WHEREAS, in 2013, the 85th General Assembly of Iowa enacted legislation, now codified in Iowa Code Chapter 426C, establishing and creating procedures for the Iowa Business Property Tax Credit (Credit); and,

WHEREAS, the Credit is available for certain commercial, industrial and railroad properties 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 denial of the claim to the County Auditor and County Board of Supervisors based upon 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, from time-to-time the Assessor discovers unqualified owners have improperly received the Credit. The Polk County Assessor recommends the Credit be disallowed for 3 such parcels for the taxable years noted on the attached sheet; and,

NOW, THEREFORE BE IT RESOLVED, that the recommendations of the Polk County Assessor regarding disallowances for the Business Property Tax Credit be accepted and adopted.

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

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

Approved this _____day of _____, 2021.

POLK COUNTY, IOWA

_____

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

_____

Randy Ripperger
Polk County Assessor

#14

APPROVED AS TO FORM:

JOHN P. SARCONE
POLK COUNTY ATTORNEY

By: Ralph Marcus Jr
Assistant County Attorney

FISCAL NOTE: None

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 claims for the Business Property Tax Credit (Credit).

Agenda Date: February 1, 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

Background: In 2013, the 85th General Assembly of Iowa enacted legislation, now codified in Iowa Code Chapter 426C, establishing and creating procedures for the Iowa Business Property Tax Credit. The Credit is available for certain commercial, industrial and railroad properties that satisfy specific statutory criteria. To receive this Credit, property owners must file a claim with the County Assessor who then recommends allowance or denial of the claim to the County Auditor and County Board of Supervisors based upon statutory criteria. The Board of Supervisors, considering the recommendation of the County Assessor, decides whether to allow or disallow the claim. From time-to-time the Assessor discovers unqualified owners have improperly received the Credit. The Polk County Assessor recommends the Credit be disallowed for 3 such parcels for the taxable years noted on the attached sheet.

Action Impact: The passage of this resolution approves the recommendations of the Polk County Assessor for allowances and denials of claims for the Business Property 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
22/23	N				N		

Board of Supervisors' 02/01/2022 meeting
Business Property Tax Credit

Recommendations to disallow

District/Parcel	Name	Reason for Disallowance Recommendation	Cancel for AY:
040/02644-000-000	City of Des Moines	Property conveyed to City of DM 06/23/21 - no longer qualifies	2021
040/02648-000-000	City of Des Moines	Property conveyed to City of DM 06/23/21 - no longer qualifies	2021
040/02658-001-000	City of Des Moines	Property conveyed to City of DM 06/23/21 - no longer qualifies	2021

RESOLUTION

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

WHEREAS, the University of Northern Iowa Foundation is a 501C3 non-profit dedicated to growing and sustaining private resources and builds relationships to support the University of Northern Iowa, its students, faculty, staff and programs. The University of Northern Iowa Foundation is a fiscal agent for the University of Northern Iowa; and,

WHEREAS, the University of Northern Iowa Foundation is requesting a Community Development Grant to assist with a partnership that has been established between the University of Northern Iowa and DMACC. The Universality of Northern Iowa Foundation is fundraising for a 20 year Memorandum of Understanding between the University of Northern Iowa (UNI) and Des Moines Area Community College (DMACC). This partnership will allow the University of Northern Iowa to offer a variety of higher education programs at DMACC Urban Campus, including online four-year bachelor degrees; and,

WHEREAS, the project will serve a public purpose by providing better accessibility and support for students by having in-person advisement and affordable online degree options; and,

WHEREAS, the Polk County Board of Supervisors specifically desires to participate and assist in the costs of the financial obligations related to the partnership between the University of Northern Iowa and DMACC regarding offering affordable and accessible higher educational opportunities to the residents of Polk County; and,

WHERAS, pursuant to the Grant Agreement, only costs related to the Memorandum of Understanding between the University of Northern Iowa (UNI) and Des Moines Area Community College (DMACC) will be paid for from Polk County Community Development Grant funds.

BE IT FURTHER RESOLVED, Polk County, Iowa approved the terms of the attached Agreement, for a Community Development Grant Award to the University of Northern Iowa Foundation, fiscal agent for the University of Northern Iowa, a $100,000.00 from gaming revenue, for the public purpose of providing better accessibility and support for students by having in-person advisement and affordable online four-year degree options of and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2021.

POLK COUNTY, IOWA

_____

Angela Connolly
Chairperson

RECOMMENDED FOR APPROVAL:

Lisa Moody-Tunks

Lisa Moody-Tunks
Grant Administrator

APPROVED AS TO FORM:

JOHN P. SARCONE
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

FISCAL NOTE: Community Development Grant Fund $100,000.00 FY21/22

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a Community Development Grant for the University of Northern Iowa Foundation, which is a 501c3 non-profit organization and a fiscal agent for the University of Northern Iowa (UNI).

Agenda Date: February 1, 2022

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Approval of a $100,000.00 Community Development Grant to the University of Northern Iowa Foundation, fiscal agent for University of Northern Iowa.

Background: The University of Northern Iowa Foundation is a fiscal agent for the University of Northern Iowa and has requested a Community Development Grant to assist with a partnership that has been established between the University of Northern Iowa and DMACC, which is Iowa's first minority-majority college campus. This partnership will allow the University of Northern Iowa to offer a variety of higher education programs at DMACC Urban Campus, including online four-year bachelor degrees. This project will provide students greater access to affordable online degree options. The project will provide a public purpose by providing better accessibility and support for students by having in-person advisement and support services. Polk County funding is directed towards the financial obligations for a Memorandum of Understanding between UNI and DMACC.

Action Impact: The passage of this resolution will award $100,000.00, to the University of Northern Iowa Foundation and authorizes the Chair to sign attached agreement.

Fiscal Note: Community Development Grant Awards Paid with Gaming Revenue

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	N	$100,000.00			4010932.79410	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 21-22 Prairie Meadows Revenue Gaming Plan; and,

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

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

WHEREAS, the nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves awarding $60,139.96 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY BOARD OF SUPERVISORS

_____
Chairperson

SUBMITTED BY:

Lisa Moody-Tunks

Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: $60,139.96 from the Community Betterment fund, FY 21-22

#16

POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

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

Agenda Date: February 1, 2022

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

Previous Action taken by the Board: Community Betterment Grant Award-January 25, 2022 for $10,000.00.

Board/Commission Actions: N/A

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

Comply with Policy: Yes

Background: Polk County has funding for Community Betterment projects in the FY21-22 Prairie Meadows Revenue Gaming Plan. Request for support of community agencies/organizations have been received and their projects are an appropriate use of the Community Betterment funds.

Action Impact: Passing of this resolution approves awarding $60,139.96 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

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		$60,139.96		N		40109033.79410

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
February 1, 2022

East High School Alumni Foundation		$60,139.96
	TOTAL	$60,139.96

2021

ANNUAL REPORT

FIFTH JUDICIAL DISTRICT

5th Judicial District
Community Based Corrections
Department of Correctional Services

RECEIVED
JAN 21 2022
POLK COUNTY
BOARD OF SUPERVISORS

CITY DEVELOPMENT BOARD
STATE OF IOWA

IN THE MATTER OF THE CITY OF DES MOINES VOLUNTARY ANNEXATION WITHIN THE URBANIZED AREA OF THE CITY OF ANKENY	))))))	NO. UA22-04 / DES MOINES **REVISED NOTICE OF MEETING TO CONSIDER VOLUNTARY ANNEXATION WITHIN AN URBANIZED AREA**

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

You and each of you are hereby notified that the City Development Board will, pursuant to Iowa Code Section 368.7, consider the above captioned matter at its regular meeting at 1:00 p.m. on February 9, 2022, at the Iowa Economic Development Authority, 1963 Bell Avenue, Suite 100, Missouri River Conference Room, Des Moines, Iowa. A copy of a map and legal description of the annexation territory is enclosed.

At said meeting, the City Development Board in its deliberations on approval or disapproval of said annexation, may take note of public documents or other evidence and shall give any interested party opportunity to present evidence or comment orally or in writing all in accord with Section 263-7.7, I.A.C.. The City Development Board invites oral or written comments relative to the petition on or before the meeting date as noted above.

To participate in this meeting via Teams Webinar, go to https://akaiowa.us/cdb. You will be required to register before receiving the link to join the meeting.

Should you have questions regarding this notice, please contact the City Development Board at 515/348-6196.

CITY DEVELOPMENT BOARD

Matt Rasmussen

Matt Rasmussen, Administrator
City Development Board

Prepared by: Matt Rasmussen 515/348-6196
City Development Board Administrator / 1963 Bell Avenue, Suite 200 / Des Moines, IA 50315

#18

APPENDIX A
LEGAL DESCRIPTION OF TERRITORY PROPOSED TO BE ANNEXED
TO THE CITY OF DES MOINES, IOWA
CDB CASE NO. UA22-04

Tract 1

THE WEST 125.71 FEET OF THE EAST 241.71 FEET OF THE NORTH 183.71 FEET OF THE SOUTH 241.71 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 79 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA, AND CONTAINING APPROXIMATELY 0.53 ACRES (23,094 SQUARE FEET).

Tract 2

THE WEST 41 FEET OF THE EAST 116 FEET OF THE SOUTH HALF OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 14, EXCEPT THE SOUTH 241.71 FEET THEREOF, TOWNSHIP 79 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA, AND CONTAINING APPROXIMATELY 0.41 ACRES (17,859 SQUARE FEET).

Polk County Tax Parcel Nos. 270/00442-000-000 and 270/00456-005-000