

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
JANUARY 14, 2025 9:30 A.M.**

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

PROCLAMATION

5. DR. MARTIN LUTHER KING, JR. DAY - January 20, 2025

6. **PUBLIC COMMENTS**

PERMITS

7. New application for Class “C” Retail Alcohol License for The Chateau, 15065 NE White Oak Drive, Cambridge.
8. Renewal application for Class “C” Retail Alcohol License for Caporales, 4500 NW 6th Drive.
9. Renewal application for Class “B” Retail Alcohol License for Stop-N-Go #506, 4923 Merle Hay Rd.

RESOLUTIONS

- *10. Resolution approving the final plat of Breezewood Estates Plat 2.
- *11. Resolution approving the final plat of Scenic Bluff Plat 1.
- *12. Resolution approving agreement with Neighborhood Finance Corporation (NFC) and Mid-Iowa Planning Alliance to establish a program to provide deferred loans for major owner-occupied home repairs.
- *13. Resolution approving agreement with Jason and Amber Swenson for the extension of Polk County sanitary sewer to serve properties in Crocker Township.
- *14. Resolution approving agreement with Mark Miner for the future extension of Polk County sanitary sewer to serve properties in Saylor Township.
- *15. Resolution approving agreement with Singh Properties LLC for water connection to the Avon Lake water project to serve property at 6695 SE 55th Ct, Carlisle.

- *16. Resolution approving Iowa DOT Agreement No. 2025-C-049 for the design and construction of the Iowa 415 and NW Beaver Drive single lane roundabout.
- *17. Resolution approving Iowa DOT Agreement No. 2024-ICAAP-02 for the design and construction of the Traffic Signal System Improvement Project.
- *18. Resolution approving updated Climate Pollution Reduction Grant agreement with the United States Environmental Protection Agency.
- *19. Resolution suspending taxes and special assessments and authorizing Chairperson to sign the Application and Affidavit for Redemption of Parcel for property at 3931 5th Avenue (C. Green).
- *20. Resolution approving Memorandum of Understanding with the Iowa Correction Institute for Women (ICIW) to provide trauma informed services to offender survivors of sexual assault.
- 21. Resolution approving Position Modification within the Conservation Department.
- 22. Resolution approving Position Modification within the Community, Family, and Youth Services Department.
- *23. Resolution approving severance agreement with Dr. Joseph Blitman.
- *24. Resolution approving severance agreement with Dr. Gregory Schmunk.
- *25. Resolution approving severance agreement with Dr. Amanda Moreno.
- 26. Resolution approving January 2025 manufactured home abatement.
- 27. Resolution approving applying IEC Hotel Series B January 2025 principal and interest payment to prepayment of Series A-1 principal.
- 28. Resolution appointing individuals to various boards and commissions.

COMMUNICATIONS

- *29. Polk County Treasurer Semi-Annual Report, January 1 – June 30, 2024.
- *30. Polk County Veteran Affairs Second Quarter Report FY 24/25.
- *31. City of Altoona notice of Consultation Meeting for Proposed Annexation of Unincorporated Territory in Polk County into the City of Altoona.

- *32. Request for tax abatement for property at 810 E. Park Avenue (Iglesia Apostolica Efesios 2:20 Sendero De Paz Inc).

BUDGET ACTIONS

33. Memorandum of Budget Actions.

APPOINTMENTS

34. Memorandum of Appointments.

CLOSED SESSION

35. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation pursuant to Iowa Code section 20.5(1)(c).

ADJOURNMENT

Following adjournment of the regular meeting, the Board of Supervisors will meet in exempt session pursuant to Iowa Code 20.17(3).

**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/county-auditor/administration/>*

Live stream the Board of Supervisors meeting at:
<https://www.youtube.com/live/aEX8O5K4wg0>

PROCEEDINGS OF THE POLK COUNTY BOARD OF SUPERVISORS

The Polk County Board of Supervisors met in mandatory session Thursday, January 2, 2025 at 9:30 a.m.

MEMBERS PRESENT: Matt McCoy, Jill Altringer, Tom Hockensmith, Mark Holm, Angela Connolly.

OATH OF OFFICE: The Oath of Office was administered by:
Chief Judge Michael Huppert for Jill Altringer, 2nd District Supervisor
Chief Judge Michael Huppert for Mark Holm, 3rd District Supervisor
Chief Judge Michael Huppert for Jamie Fitzgerald, Polk County Auditor
Judge Scott D. Rosenberg for Kevin Schneider, Polk County Sheriff

RESOLUTIONS: Resolution regarding election of Chairperson of the Polk County Board of Supervisors for calendar year 2025.

VOTE YEA: McCoy, Altringer, Holm, Connolly.
ABSTAIN: Hockensmith.

Resolution regarding election of Vice-Chairperson of the Polk County Board of Supervisors for calendar year 2025.

VOTE YEA: Altringer, Hockensmith, Holm, Connolly, McCoy.

Moved by Hockensmith, Seconded by Connolly to dispense with the reading of the December 17, 2024 minutes and they stand approved as printed.

VOTE YEA: Hockensmith, Connolly, McCoy.
ABSTAIN: Altringer, Holm.

The Bills as certified were allowed or disallowed on each according to the certified list(s), claim numbers 202412230001 – 202412230989 and 202412310001 – 202412310345.

VOTE YEA: Altringer, Hockensmith, Holm, Connolly, McCoy.

PUBLIC COMMENTS: Aaron Stacy Roberts of 2707 SE 8th Ct discussed his personal civil and criminal legal matters. John Palmer thanked the Board for their service to the public.

RESOLUTIONS: Resolution concerning Construction Evaluation of confinement feeding facilities in Polk County.

Resolution authorizing submittal of a FFY 2027 Surface Transportation Block Grant (STBG) Program funding application to Des Moines MPO.

Resolution approving Real Estate Purchase Agreement with property owner at 202 E. 15th Street, Des Moines.

Resolution approving agreement with City of Altoona for Little Fourmile Creek Stream Restoration Project (Adventureland Dr. to 4th Street SW).

#2

Resolution approving agreement with City of Altoona for Little Fourmile Creek Stream Restoration Project (8th Street SW to 17th Avenue SW).

Resolution approving agreement with Polk County Conservation Board for Fourmile Greenway Stream Restoration Project.

Resolution approving contract with Iowa HHS (Health and Human Services) for Syndemic Prevention Outreach and Testing Services.

Resolution approving agreement with FAB Rehab to address lead hazard repairs at 906 Thompson Avenue (Burns-Fluke).

Resolution approving agreement with FAB Rehab to address lead hazard repairs at 3015 – 5th Avenue (Stoddard).

Resolution approving Governmental Agency Abatements.

Resolution approving the Polk County Investment Policy.

Resolution approving depositories of Polk County funds.

Resolution approving Resolution approving recommendation of the Polk County Assessor for allowance of the Military Service Tax Exemption.

DEFERRED:

Resolution appointing individuals to various boards and commissions.
No action taken on this item.

**REFERRED TO
TREASURER &
CO ATTORNEY:**

Notice of Appraisement of Damages and Time for Appeal in the matter of the condemnation of certain rights in land by the Iowa DOT (Primary Road No. IA 141).

**REFERRED TO
PUBLIC WORKS
& CO ATTORNEY:**

City of Carlisle hearing notice of voluntary annexation within urbanized area of another city (Des Moines).

City of Altoona hearing notice for Altoona Urban Renewal Area.

City Development Board notice of hearing regarding Ankeny voluntary annexation including non-consenting owners within urbanized area of City of Alleman.

BUDGET ACTIONS:

Moved by Connolly, Seconded by Hockensmith to appropriate \$18,538,962 of Emergency Rental Assistance 2 funds previously received from the US Treasury to support the creation of affordable housing units in Polk County.

VOTE YEA: Altringer, Hockensmith, Holm, Connolly, McCoy.

APPOINTMENTS:

Moved by Hockensmith, Seconded by Connolly that the following Resolution be adopted: BE IT FURTHER RESOLVED that the individuals named on this Memorandum be approved for personnel action:

William Arends, Deten Sergeant, Sheriff, \$109,928 beginning 1/2/25
Victor Arizaga, Deten Officer, Sheriff, \$64,897 beginning 1/6/25
Zachary Bales, Cash Mgmt Supervisor, Treasurer, \$101,397 beginning 1/11/25
Shawn Barry, Deten Sergeant, Sheriff, \$109,928 retro to 12/25/24
Michael Bentley, Deputy, Sheriff, \$72,107 beginning 1/13/25
Sarah Boese, Deputy County Admin, BOS, \$173,926 retro to 12/10/24
Joseph Carmody, Yth Svc Worker, CFYS, \$60,475 beginning 1/6/25
Nicholas Collins, Deputy, Sheriff, \$78,597 beginning 1/13/25
Cory Critchlow, Deten Officer, Sheriff, \$64,897 beginning 1/13/25
Austin Dagenais, Detective, Sheriff, \$93,068 beginning 1/11/25
Mevlid Dautovic, Detective, Sheriff, \$97,788 beginning 1/11/25
Jaelyn Hogue, Evidence Clerk, Co Atty, \$48,007 beginning 1/6/25
Danielle Holt, Jail Svcs Pgm Coordinator, Sheriff, \$83,818 beginning 1/11/25
Tyler Jacobs, Yth Services Worker, CFYS, \$60,475 beginning 1/6/25
Donald Kay, Detective, Sheriff, \$90,794 beginning 1/11/25
Yasmin Mohammad Yusman, Deten Officer, Sheriff, \$64,897 beginning 1/6/25
Thao Pham, Deten Officer PT, Sheriff, \$31,096 beginning 1/27/25
Jason Tart, Sergeant, Sheriff, \$102,677 beginning 1/11/25
Richie Thongvanh, Mental Health Advocate, BHDS, \$30,867 retro to 12/23/24
Jana Timm, Deten Officer PT, Sheriff, \$31,096 beginning 1/6/25
Austin Wolfkill, Deputy, Sheriff, \$72,107 beginning 1/13/25

VOTE YEA: Altringer, Hockensmith, Holm, Connolly, McCoy.

LET THE RECORD SHOW all resolutions, including Public Hearings, were approved unanimously, unless otherwise noted.

Moved by Hockensmith, Seconded by Connolly to adjourn until January 14, 2025 at 9:30 a.m.

VOTE YEA: Altringer, Hockensmith, Holm, Connolly, McCoy.

PROCEEDINGS OF THE POLK COUNTY BOARD OF SUPERVISORS

The Polk County Board of Supervisors met in special session Wednesday, January 8, 2025 at 11:30 a.m.

MEMBERS PRESENT: Mark Holm, Tom Hockensmith, Angela Connolly, Jill Altringer, Matt McCoy.

RESOLUTIONS: Resolution to consider appointing an interim county administrator.
VOTE YEA: Holm, Altringer, McCoy.
VOTE NO: Hockensmith, Connolly.

Moved by Connolly, Seconded by Hockensmith to adjourn until January 14, 2025 at 9:30 a.m.
VOTE YEA: Holm, Hockensmith, Connolly, Altringer, McCoy.

#25



Board of Supervisors PROCLAMATION

Dr. Martin Luther King, Jr. Day January 20, 2025

Whereas, Dr. Martin Luther King Jr. dedicated his life to promoting justice, equality, and civil rights for all people, advocating for a society built on the principles of love, understanding, and unity; and

Whereas, Dr. King was instrumental in strengthening the belief that a person's worth should not be measured by the color of their skin, but by the content of their character, encouraging Americans to honor all persons, look beyond their differences, and come together for the good of all; and

Whereas, to commemorate the life and legacy of Dr. King, on November 2, 1983, the U.S. House of Representatives passed a bill declaring Martin Luther King Jr. Day as a federal holiday to be observed annually on the third Monday of January, representing Dr. King's birthday; and

Whereas, Polk County recognizes the importance of commemorating Dr. Martin Luther King Jr. and his contributions to the Civil Rights Movement, acknowledging the progress made, and understanding the work that remains to achieve true equality; and

Whereas, we celebrate the people that make up our community and strive to create a welcoming environment that respects the inherent dignity of every individual; and,

Whereas, on this day, we join together to honor Dr. King's legacy by promoting understanding, fostering dialogue, and engaging in acts of service to build a stronger, more compassionate community; and

Now, therefore, be it resolved that we, the Polk County Board of Supervisors, do hereby proclaim
Monday, January 20, 2025, to be:

Dr. Martin Luther King, Jr. Day

in Polk County, Iowa, and encourage all residents to embrace the spirit of Dr. King's legacy and inspire fellow residents to actively participate in fostering a community that values every individual.

Signed this ___ day of _____, 2025, in _____.

Matt McCoy, Chair
POLK COUNTY BOARD OF SUPERVISORS

#5

Polk County Report On Liquor License Application

Office Of The Polk County Auditor

Room 230 - Administrative Office Building

To: Polk County Sheriff Department
Polk County Planning & Development - Building Division
Polk County Attorney
Iowa Department of Inspections & Appeals

Date: December 18, 2024

The below named applicant has applied for a

Class C Retail Alcohol License.

A copy of their Application is attached.

This is a **new**/renewal application.

Name of Applicant: LM EVENTS LLC Phone: 847-226-9910

Trade Name or Club Name: The Chateau

Street Address (Premises) 15065 NE White Oak Dr Bus. Phone: 515-367-9910

City Cambridge Zip Code No. 50046 Township ELKHART

Please complete this request for information and/or recommendation
and return to this office ASAP.

Thank you for your cooperation.

1. Physical Planning: Recommendation to Approve ✓, Deny _____.
2. Iowa Health Center: Recommendation to Approve ✓, Deny _____.
3. Sheriff: Findings of fact attached - Yes _____, No _____.

Is a Recommendation Made? Yes _____, No _____

4. County Attorney: Findings of fact attached - Yes _____, No _____.

Is a Recommendation Made? Yes _____, No _____.

AUDITOR

#7

Polk County Report On Liquor License Application Office Of The Polk County Auditor

Room 230 - Administrative Office Building

To: Polk County Sheriff Department
Polk County Planning & Development - Building Division
Polk County Attorney
Iowa Department of Inspections & Appeals

Date: December 30, 2024

The below named applicant has applied for a

Class C Retail Alcohol License.

A copy of their Application is attached.

This is a new/renewal application.

Name of Applicant: LOS OLIVOS INC Phone: 515-865-9645

Trade Name or Club Name: Caporales

Street Address (Premises) 4500 NW 6th Dr Bus. Phone: 515-865-9645

City Des Moines Zip Code No. 50313 Township Saylor

Please complete this request for information and/or recommendation
and return to this office ASAP.

Thank you for your cooperation.

1. Physical Planning: Recommendation to Approve ✓, Deny _____.
2. Iowa Health Center: Recommendation to Approve ✓, Deny _____.
3. Sheriff: Findings of fact attached - Yes _____, No ✓.

Is a Recommendation Made? Yes _____, No ✓

4. County Attorney: Findings of fact attached - Yes ✓, No _____.

Is a Recommendation Made? Yes _____, No ✓.

AUDITOR

#8

Polk County Report On Liquor License Application Office Of The Polk County Auditor

Room 230 - Administrative Office Building

To: Polk County Sheriff Department
Polk County Planning & Development - Building Division
Polk County Attorney
Iowa Department of Inspections & Appeals

Date: December 19, 2024

The below named applicant has applied for a

Class B Retail Alcohol License.

A copy of their Application is attached.

This is a new/renewal application.

Name of Applicant: KWIK TRIP, INC Phone: 608-793-6262

Trade Name or Club Name: STOP-N-GO #506

Street Address (Premises) 4923 Merle Hay Rd Bus. Phone: 515-367-9910

City Des Moines Zip Code No. 50310 Township WEBSTER

Please complete this request for information and/or recommendation
and return to this office ASAP.

Thank you for your cooperation.

1. Physical Planning: Recommendation to Approve _____, Deny _____.
2. Iowa Health Center: Recommendation to Approve _____, Deny _____.
3. Sheriff: Findings of fact attached - Yes _____, No _____.

Is a Recommendation Made? Yes _____, No _____

4. County Attorney: Findings of fact attached - Yes _____, No _____.

Is a Recommendation Made? Yes _____, No _____.

AUDITOR

#9

RESOLUTION

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

WHEREAS, the owners of land located in Section 20, Township 78 North, Range 22 West of the 5th P.M. (Camp Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as Breezewood Estates Plat 2; and

WHEREAS, the major subdivision final plat proposes three (3) single family residential lots on approximately 7.51 acres of land; and

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

WHEREAS, the Polk County Board of Supervisors voted unanimously to approve the major subdivision preliminary plat of Breezewood Estates Plat 2 on June 18, 2024; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision final plat of Breezewood Estates Plat 2 and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution.

Sewer Service:	Individual Septic Systems
Water Service:	Des Moines Water Works
Zoning:	"ER" Estate Residential District
Platted by:	MBD Enterprises LLC. (property owner)
Surveyor:	Mike Brooner - Civil Design Advantage
Location:	Located approximately 0.3 miles south of the intersection of NE 126 th Avenue and NE 68 th Street.
Township:	Elkhart

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 10-25 approving the Final Plat Breezewood Estates Plat 2.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: On June 18, 2024, the Polk County Board of Supervisors voted five (5) to zero (0) to approve the Preliminary Plat of Breezewood Estates Plat 2 in accordance with staff's recommendation of approval. The Polk County Zoning Commission met on May 28, 2024 and voted four (4) in favor with three (3) absent, on a motion to recommend approval of the Preliminary Plat of Breezewood Estates Plat 2, in accordance with staff's recommendation for approval.

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

Background: The Plat proposes three (3) single-family residential lots on approximately 7.51 acres of land that is zoned "RR" Rural Residential District. The subject subdivision is located in the SW ¼ of the SW ¼ of Section 20, Township 78 North, Range 22 West of the 5th P.M. (Camp Township), Polk County, Iowa. Lot 1 of the proposed subdivision will be approximately 1.74 acres in size, Lot 2 will be 3.17 acres in size, and Lot 3 will be approximately 2.6 acres in size. There is an existing single-family dwelling on the subject property in Lot 2 including a detached pole barn and sheds. The subdivision will be served by public water through Des Moines Water Works. Wastewater treatment will be provided by individual septic systems.

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

Fiscal Note:

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

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, the owners of land located in Section 36, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as Scenic Bluff Plat 1; and

WHEREAS, the major subdivision preliminary plat proposes three (3) single family residential lots and two (2) street lots on approximately 10.65 acres of land; and

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

WHEREAS, the Polk County Board of Supervisors voted unanimously to approve the major subdivision preliminary plat of Scenic Bluff Plat 1 on October 22, 2024; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the major subdivision final plat of Scenic Bluff Plat 1 and authorizes the Chair of the Polk County Board of Supervisors to sign the Resolution.

Sewer Service:	Individual Septic Systems
Water Service:	Des Moines Water Works
Zoning:	"ER" Estate Residential District
Platted by:	MBD Enterprises LLC. (property owner)
Surveyor:	Mike Brooner - Civil Design Advantage
Location:	Located approximately 0.3 miles south of the intersection of NE 126 th Avenue and NE 68 th Street.
Township:	Elkhart

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

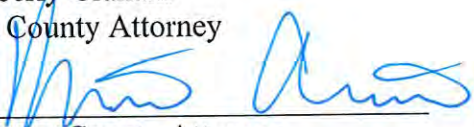
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County

11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 11-25 approving the Final Plat Scenic Bluff Plat 1.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: On October 22, 2024, the Polk County Board of Supervisors voted five (5) to zero (0) to approve the Preliminary Plat of Scenic Bluff Plat 1 in accordance with staff's recommendation of approval. The Polk County Zoning Commission met on September 23, 2024 and voted five (5) in favor with two (2) absent, on a motion to recommend approval of the Preliminary Plat of Scenic Bluff Plat 1, in accordance with staff's recommendation for approval

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

Background: The Plat proposes three (3) single-family residential lots and two (2) street lots on approximately 10.65 acres of land that is zoned "ER" Estate Residential District. The subject subdivision is located within the SW ¼ of the NE ¼ of Section 36, Township 81 North, Range 23 West of the 5th P.M. (Elkhart Township). Lots 1-3, the single-family residential lots are all approximately 3 acres in size accessing NE 68th Street. The subdivision will be served by public water through Des Moines Water Works. Wastewater treatment will be provided by individual septic systems.

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

Fiscal Note:

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

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, on March 7, 2023, Polk County, Iowa entered into a funding agreement with Neighborhood Finance Corporation (NFC) to establish a program that will provide deferred loans for major owner-occupied home repairs in Polk County, Iowa; and

WHEREAS, the Polk County Public Works Department, Housing Services Division, on behalf of the Polk County Board of Supervisors, successfully administers housing programs itself and in conjunction with various organizations; and

WHEREAS, NFC, Mid-Iowa Planning Alliance, and Polk County, Iowa desire to enter into the Polk County Large Renovation Program Agreement to outline the duties, responsibilities and reimbursements for each party in enacting the program to provide deferred loans for major owner-occupied home repairs in Polk County; and

WHEREAS, Polk County will act as the fiscal agent pursuant to the Polk County Large Renovation Program Agreement, making payments to Mid-Iowa Planning Alliance.

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

BE IT FURTHER RESOLVED that the Polk County Public Works Department is herein authorized to administer the agreement on Polk County's behalf.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

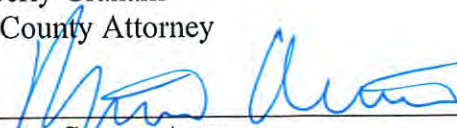
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: Expended \$681,803.50 in FY23/24 & \$1,012,201 in revenue was received. Leaving \$4,493,196.50 & \$4,162,799 respectively for the final 3 years. \$4,493,196.50 in expenditures & \$4,162,799 in revenues of original \$5,175,000 from Neighborhood Finance Corporation (NFC) remaining to be spread across various communities.

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 2-25 approving agreement with Neighborhood Finance Corporation (NFC) and Mid-Iowa Planning Alliance.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: March 7, 2023 NFC funding agreement was approved.

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: Polk County operates various housing programs and collaborates with other organizations within Polk County. Previously, Polk County entered into an agreement with NFC to administer a large renovation program. NFC has asked the Housing Services Division to assist with this program, by acting as the fiscal agent. The Housing Services Division will receive approved funds from NFC and fulfill requests for payment by organizations that participate in the program, specifically, Mid-Iowa Planning Alliance.

Action Impact: The proposed resolution will approve the agreement with NFC and Mid-Iowa Planning Alliance and authorizes the Chair to sign the agreement. In addition, this resolution authorizes the Public Works Department, Housing Services Division to administer the agreement.

Fiscal Note: \$5,175,000 from NFC with \$5,175,000 in expenditures, to be spread across all participating communities.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$1,497,732	\$1,387,600	Y	10266315.77490	10266315.52790
25/26	Y	0	\$1,497,732	\$1,387,600	Y	10266315.77490	10266315.52790
26/27	Y	0	\$1,497,732	\$1,387,600	Y	10266315.77490	10266315.52790

Additional Fiscal Note Information (optional): Expended \$681,803.50 in FY23/24 & \$1,012,201 in revenue was received. Leaving \$4,493,196.50 & \$4,162,799 respectively for the final 3 years. \$4,493,196.50 in expenditures & \$4,162,799 in revenues of original \$5,175,000 from Neighborhood Finance Corporation (NFC) remaining to be spread across various communities.

RESOLUTION

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

WHEREAS, John Swenson and Amber Swenson, hereinafter referred to as "DEVELOPERS", desire extension of the Polk County Sanitary Sewer System to provide public sanitary sewer service to their property, legally described as:

S 550F E 455F N OF RD S 16A W 24A SW1/4 SW1/4 SEC 33-80-24
(To be re-platted as Lots 1, 2 and 3 of Fisher Lane Ridge)

in accordance with the attached Sanitary Sewer Extension Agreement between Polk County and DEVELOPERS; and

WHEREAS, DEVELOPERS shall be responsible for extending the Polk County public sanitary sewer system to adequately serve proposed development of their property, including required connection permits and fees, in accordance with the terms of the attached Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Sanitary Sewer Extension Agreement between Polk County and DEVELOPERS and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

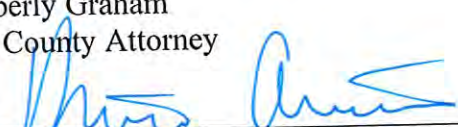
RECOMMENDED FOR APPROVAL:



Bret Vandellune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 8-25 approving a sanitary sewer extension agreement between Jason Swenson and Amber Swenson (Developers) and Polk County for the extension of Polk County sanitary sewer to serve properties in Crocker Township.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: Proposed agreement allows developers to extend public sanitary sewer to serve their property. In exchange for the public main extension and payment of connection fees for newly created lots, Polk County agrees to waive developers typical parcel area and frontage fees at the time of extension. Additionally, agreement requires developers to comply with all design and construction standards, bonds, inspections, etc.

Action Impact: Approval of the agreement facilitates completion of this public sewer extension project, and future connections for residential lots being created.

Fiscal Note: None

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

RESOLUTION

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

WHEREAS, Polk County, Iowa desires to obtain a sanitary sewer easement across 455 NW 51st Place, Des Moines, Iowa 50313, in Saylor Township (the Property), in order to facilitate future public sewer extension projects; and

WHEREAS, Mark Miner owns the Property and desires to grant Polk County said sanitary sewer easement; and

WHEREAS, the Polk County Public Works Department has prepared a Permanent Easement for Sanitary Sewer agreement that sets out the duties and responsibilities of Polk County, Iowa and Mr. Miner with respect to the grant of easement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Permanent Sanitary Sewer Easement agreement between Polk County and Mark Miner and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret Vandekune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: No cost to the County

14

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 9-25 approving a sanitary sewer easement agreement between Mark Miner and Polk County for the future extension of Polk County sanitary sewer to serve properties in Saylor Township.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: Proposed easement grants Polk County a 10-foot public sanitary sewer easement across the frontage of the subject property, located at 455 NW 51st Place.

Action Impact: Approval of the easement agreement facilitates completion of a future public sewer extension project, and future connections for adjacent properties, along NW 51st Place in Saylor Township.

Fiscal Note: None.

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

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, Singh Properties LLC desires connection to the water main constructed through a Cooperative Service Agreement between Polk County and the City of Carlisle for Avon Lake residents, with said water main to be maintained by the City of Carlisle, for the property described as:

N ½ LT 6 ALL LT 5 & S 5 F LT 4 BLK B, AVON GARDENS, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA;

in accordance with the attached Water Main Connection Agreement between Polk County and Singh Properties LLC; and

WHEREAS, Singh Properties LLC desires to pay the water main connection fee over a 10-year period in accordance with the County Water and Sewer Policy.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Water Main Connection Agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement; and

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

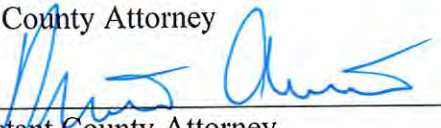
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: \$5,304.50 loan plus 4% interest to be repaid over 10-year period.

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 15-25 approving a water main Connection Agreement with Singh Properties LLC for water connection to the Avon Lake water project to serve their property at 6695 SE 55th Ct, Carlisle.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes.

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

Action Impact: Approval provides public water service to the property at 6695 SE 55th Ct, Carlisle, and facilitates payment of the current connection amount of \$5,304.50 over a 10-year period, including 10% down payment and 4% interest over the remaining 9-years, as permitted by the Polk County Water and Sewer Policy.

Fiscal Note: Connection fee of \$5,304.50 plus 4.0% interest to be reimbursed to the Economic Development Fund.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	N/A	None	\$530.45 (10% down payment)	N		50106320.55490
25/26 thru 33/34	N	N/A	None	9 annual payments of \$642.08	N		50106320.55490

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, the Iowa Department of Transportation is making improvements to Iowa 415 and NW Beaver Drive intersection in Polk County which will necessitate the removal of the existing four-way intersection and replacement with a single lane roundabout; and

WHEREAS, the Iowa Department of Transportation has provided Polk County with Agreement No. 2025-C-049 to formalize the funding and development responsibilities of each agency to complete this project.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Iowa Department of Transportation Agreement No. 2025-C-049 for the design and construction of the project as specified in the agreement and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department 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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

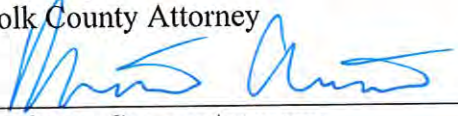
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney



Assistant County Attorney

FISCAL NOTE: Iowa DOT to pay all project costs.

#16

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 12-25 to approve Iowa DOT Agreement No. 2025-C-049 for the design and construction of the Iowa 415 and NW Beaver Drive single lane roundabout.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Iowa Department of Transportation is making improvements to Iowa 415 and NW Beaver Drive intersection in Polk County which will necessitate the removal of the existing four-way intersection and replacement with a single lane roundabout and the Iowa DOT has provided Polk County with Agreement No. 2025-C-049 to formalize the funding and development responsibilities of each agency to complete this project. The Iowa DOT will design and build the project and will pay all associated costs.

Action Impact: Approval of the agreement will allow the Iowa DOT to proceed with this project.

Fiscal Note: Iowa DOT to pay all project costs.

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	Y	\$0	N	N		
25/26						

Additional Fiscal Note Information (optional): Polk County is responsible for street lighting at the existing intersection and will be responsible for energy and maintenance costs of new lighting at the roundabout. Those expenses will be paid from the existing operations budget.

RESOLUTION

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

WHEREAS, on October 3, 2023, the Polk County Board of Supervisors approved Public Works to submit an Iowa's Clean Air Attainment Program (ICAAP) Funding application for the Traffic Signal System Improvement Project (Res 156-23); and

WHEREAS, on January 10, 2024, Polk County was informed that the Iowa Transportation Commission approved the application and awarded \$506,000 in Iowa's Clean Air Attainment Program (ICAAP) Funds for the project; and

WHEREAS, the Traffic Signal System Improvement Project is included in the current Public Works 5-year Capital Improvement Program; and

WHEREAS, the Iowa Department of Transportation has provided Polk County with Agreement No. 2024-ICAAP-02 to formalize the funding and development responsibilities of each agency to complete this project.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Iowa Department of Transportation Agreement No. 2024-ICAAP-02 for the design and construction of the project as specified in the agreement and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department 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 _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

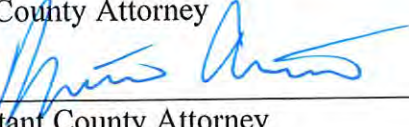
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney



POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 13-25 approves the terms of the Iowa Department of Transportation Agreement No. 2024-ICAAP-02 for the design and construction of the Traffic Signal System Improvement Project.

Agenda Date: January 14, 2025

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

Previous Action taken by the Board: On October 3, 2023, the Polk County Board of Supervisors approved Public Works to submit an Iowa's Clean Air Attainment Program (ICAAP) Funding application for the Traffic Signal System Improvement Project (Res 156-23).

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: On January 10, 2024, Polk County was informed that the Iowa Transportation Commission approved the application and awarded \$506,000 in Iowa's Clean Air Attainment Program (ICAAP) Funds for the Traffic Signal System Improvement Project. The Iowa Department of Transportation has provided Polk County with Agreement No. 2024-ICAAP-02 to formalize the funding and development responsibilities of each agency to complete this project

Action Impact: The proposed resolution will allow the project to move forward.

Fiscal Note:

Summary of Funding:

Traffic Signal System Improvement Project	
ICAAP Funds Awarded	\$506,000.00
Polk County Local Funds	\$126,500.00
Total Estimated Project Cost	\$632,500.00

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y	0	\$632,500.00	\$506,000	Y	200260209.78900	200260209.52410
25/26	N	0	\$0	\$0	N		

FISCAL IMPACT:
Summary of Funding:

Traffic Signal System Improvement Project

ICAAP Funds Awarded	\$506,000.00
Polk County Local Funds	\$126,500.00
Total Estimated Project Cost	\$632,500.00

RESOLUTION

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

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

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

WHEREAS, the Climate Pollution Reduction Grant program is designed to provide flexible support to states, local governments, tribes, and territories regardless of where they are in their climate planning and implementation process; and

WHEREAS, Polk County, Iowa has submitted a letter of intent and application packet to be the Lead Agency carrying out the Climate Pollution Reduction Grant program in the Des Moines Metropolitan Statistical Area; and

WHEREAS, Polk County, Iowa has been awarded \$1,000,000 to carry out the Climate Pollution Reduction Grant to produce its required deliverables and actions for the MSA region – including neighboring jurisdictions; and

WHEREAS, the US EPA has updated the terms, conditions, and deadline for the execution and deliverables for this grant award in Fall 2024 and submitted this updated award to Polk County, Iowa to review and approve; and

WHEREAS, the Polk County Public Works Department has reviewed the updated proposed agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached updated Agreement with the US EPA to carry out the Climate Pollution Reduction Grant in conjunction with Central Iowa partners on behalf of the Des Moines, Iowa metropolitan statistical area; and

BE IT FURTHER RESOLVED that Polk County, Iowa authorizes the Polk County Public Works Department to execute the proposed updates to Climate Pollution Reduction Grant agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

#18

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 14-25 to approve the updated Climate Pollution Reduction Grant agreement with the United States Environmental Protection Agency.

Agenda Date: January 14, 2025

Contact Individual: Allison Riley, Sustainability Planner, Polk County Public Works Department, 286-3277.

Previous Action taken by the Board: September 5, 2023 – Resolution Number 139-23.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County, Iowa has elected to be the lead agency for the Climate Pollution Reduction Grant for the Des Moines, IA metropolitan statistical area. This agreement solidifies the grant's fiscal award and directs Polk County to complete the requirements and deliverables. In fall of 2024, the USEPA updated their grant award terms and conditions and moved the final deliverables deadline from August 2025 to December 2025.

Action Impact: By acknowledging and accepting this updated award agreement, Polk County, Iowa Public Works Department staff will proceed with the planning process and the production of required deliverables and actions based on new deadlines, terms, and conditions.

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

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y		\$330,681	\$330,681	N	10266004.77190	10266004.52400
24/25	Y		\$337,581	\$337,581		10266004.77190	10266004.52400
25/26	Y		\$184,771	\$184,771		10266004.77190	10266004.52400
26/27	Y		\$146,786	\$146,786		10266004.77190	10266004.52400

Additional Fiscal Note Information (optional): The total grant award is \$1,000,000 over 4 years. Furthermore, this action does not change the award amount accepted by Polk County, Iowa on September 5, 2023.

RESOLUTION

Moved by _____ Seconded by _____

THAT THE FOLLOWING RESOLUTION BE ADOPTED:

WHEREAS, the State Department of Health and Human Services has delivered the attached State Tax Suspension eligibility notification(s) to the Polk County Department of Community and Family Services; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors that when the State Department of Health and Human Services establishes eligibility for suspension of the collection of property taxes of residents of Polk County under the provisions of Chapter 427.9 of the Code of Iowa, that the property owners receive all property tax credits for which they are qualified; and,

WHEREAS, when a resident is eligible for state-determined property tax suspension, the county may also redeem taxes that have previously been sold a tax sale, in order to prevent a resident from losing their property of residence to a tax sale certificate holder; and

the Polk County Department of Community and Family Services has provided the required documentation as outlined in Board Resolution of July 14, 1987.

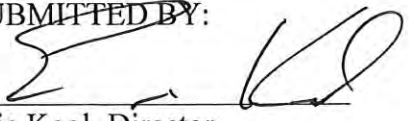
WHEREAS, the petitioner requests the Board, pursuant to Section 447.9 of the Iowa Code, to order the Polk County Auditor to redeem said real estate from the holder(s) of a certificate(s) of purchase of said real estate by payment by Polk County to said holder (s), the amount necessary to redeem under Iowa Code Section 447.1. That the real estate be redeemed by Polk County in the amount of (\$3,232.00)

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors directs the Treasurer to suspend the collection of property taxes as indicated in the attached documents.

POLK COUNTY BOARD OF SUPERVISORS

By: _____
Chairperson

SUBMITTED BY:


Eric Kool, Director
Polk County Department of
Community, Family, and Youth Services

Fiscal Impact:

If approved, Polk County would not receive (\$4,430.00) in tax revenue which is apportioned between the city, the school district and the county as provided by law. Polk County has received (\$0.00), in Disabled and Senior Citizens Tax Credit which was apportioned between the city, the school district, and county as prescribed by law.

#19



Community, Family & Youth Services

GENERAL ASSISTANCE

MEMO

DATE: January 14, 2025
TO: Polk County Board of Supervisors
FROM: Eric Kool, Director
Polk County Community, Family and Youth Services
RE: County Redemption for Owner-Occupied Residential Parcel.

The attached petition has been filed by Catherine Green stating that she is unable to contribute to the public revenue and further asking that all taxes, special assessments, rates, charges, interest, fees and costs be suspended for the real estate property owned by the petitioner, located at: Street: 3931 5th Avenue City: Des Moines State: IA Zip code: 50313 And legally described as LOT 20 BLK 7 PLAT OF BLKS 4,5,6,& 7 HIGHLAND PARK ADD

The 100% assessed value is \$ 132,300

The petitioner also requests the board, pursuant to Section 447.9 of the Iowa Code, to order the Polk County Auditor to redeem said real estate from the holder(s), the amount necessary to redeem under Iowa Code Section 447.1.

The petitioner is 60 years of age and he/she and his/ her spouse have a yearly net income of \$ 11,604.

RECOMMENDED ACTION:

That the 2023 assessment payable 2024/2025 taxes in the amount of \$ 1,198.00 and delinquent taxes in the amount of \$ 0.00 and special assessments in the amount of \$ 0.00 be suspended. That the real estate be redeemed by Polk County in the amount of \$ 3,232.00

SUBMITTED BY:

Eric Kool, Director

Polk County Department of Community and Family Services

Fiscal Impact:

If approved, Polk County would not receive \$ 4,430.00 in tax revenue which is apportioned between the city, the school district and the county as provided by law. The applicant is not receiving a Disabled and Senior Citizens Tax Credit.

RESOLUTION

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

WHEREAS, Polk County Crisis and Advocacy Services (PCCAS) and the Iowa Correctional Institute for Women (ICIW) desire to work together to provide trauma informed services to offender survivors of sexual assault; and

WHEREAS, Polk County PCCAS employs staff with the expertise to provide advocacy and support for offender survivors at ICIW; and

WHEREAS, the procedures concerning the exchange of information and coordination of efforts and assets are in compliance with the Prison Rape Elimination Act (PREA) standards; and

WHEREAS, Polk County and ICIW desire to enter-into a Memorandum of Understanding to set forth the terms under which PCCAS will provide trauma-informed services to offender survivors of sexual assault at ICIW; and

WHEREAS, this Memorandum of Understanding shall commence upon the date it is executed and shall expire on December 31, 2028.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Memorandum of Understanding with ICIW for trauma informed services, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

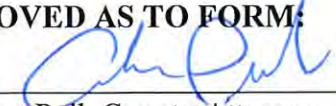
_____, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Eric Kool, Director
Community, Family and Youth Services

APPROVED AS TO FORM:



Assistant Polk County Attorney

#20

FISCAL NOTE: Costs are expected to be minimal and can be covered within the Crisis and Advocacy budget.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Understanding with the Iowa Correctional Institute for Women (ICIW) to provide trauma informed services to offender survivors of sexual assault.

Agenda Date: January 14, 2025

Contact Individual: Joyce Webb, Program Administrator, PCCAS
286-2062

Previous Action taken by the Board: The Board approved a similar MOU in 2015.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County Crisis and Advocacy Services (PCCAS) has worked with the Iowa Correctional Institute for Women (ICIW) since 2015 by providing services to offender survivors of violent crime, including sexual assault. As part of this agreement, PCCAS will provide sexual assault services, including acute responses to offender survivors at ICIW.

Action Impact: Approval of this MOU will allow PCCAS and ICIW to continue their collaborative efforts regarding the response to sexual violence at the Iowa Correctional Institute for Women.

Fiscal Note: Costs are expected to be minimal and can be covered within the Crisis and Advocacy budget.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$0	\$0	N	10233412 20233412	n/a

Additional Fiscal Note Information (optional): none

RESOLUTION

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

WHEREAS, the Director of Conservation has determined 14 new part-time positions need to be created at Sleepy Hollow and four (4) part-time positions need increased hours; and

WHEREAS, additional duties related to the upcoming expanded season, warrant the need for more On-call Facility Attendants, On-call Lead Facility Attendants and Seasonal Conservation Laborers, and

WHEREAS, the Director of Conservation is requesting that seven (7) On-call Facility Attendant positions at an hourly wage of \$17.00-\$18.00 be created; three (3) on-call Lead Facility attendant positions at an hourly wage of \$18.00-\$19.00 be created; and four (4) Seasonal Conservation Laborer positions at an hourly wage of \$17.00-\$18.00 be created.

WHEREAS, the Director of Conservation is requesting an increase of hours for the following positions:

- Position ID 7166 from .48 FTE to .73 FTE
- Position ID 7163 from .48 FTE to .73 FTE
- Position ID 7164 from .48 FTE to .73 FTE
- Position ID 7165 from .48 FTE to .73 FTE

WHEREAS, the Director of Conservation is not requesting additional funding within Sleepy Hollow's Extra Help budget as adequate funding is already appropriated.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the above position modifications, directs the County Auditor and Director of Human Resources to take the necessary steps to implement this Resolution, and authorizes the Chair of the Polk County Board of Supervisors to sign said Resolution on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: *Rich Leopold*
Rich Leopold, Director
Polk County Conservation

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

#21

By: K. Charles
Assistant County Attorney

FISCAL NOTE: No additional Extra Help budget dollars are needed. Adequate funds already exist within the Sleepy Hollow Extra Help budget. The cost of these positions in future years will be covered by Polk County Conservation and will not result in further allocation requests to the Board of Supervisors.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Position Modifications in the Conservation Department

Agenda Date: January 14, 2025

Contact Individual: Richard Leopold, Director of Conservation, 515-323-5322

Previous Action taken by the Board: Approved on 5/21/24

- Reclassify three (3) part-time Facility Attendant positions, \$17.00-\$18.00 hourly, to three (3) part-time Lead Facility Attendant positions, \$18.00-\$19.00 hourly.
- Reclassify five (5) on-call Facility Attendant positions, \$17.00-\$18.00 hourly, to five (5) on-call Lead Facility Attendant positions, \$18.00-\$19.00 hourly.

Previous Action taken by the Board: Approved on 7/6/24

- Reclassify five (5) on-call Facility Attendant positions, \$17.00-\$18.00 hourly, to five (5) on-call Lead Facility Attendant positions, \$18.00-\$19.00 hourly.

Board/Commission Actions:

- Create seven (7) Sleepy Hollow on-call Facility Attendant positions, \$17.00-\$18.00 hourly.
- Create three (3) Sleepy Hollow on-call Lead Facility Attendant positions, \$18.00-\$19.00 hourly.
- Create four (4) Sleepy Hollow Seasonal Conservation Laborer positions, \$17.00-\$18.00 hourly.
- Modify Position ID 7166 from .48 FTE to .73FTE.
- Modify Position ID 7163 from .48 FTE to .73FTE.
- Modify Position ID 7164 from .48 FTE to .73FTE.
- Modify Position ID 7165 from .48 FTE to .73FTE.

Comply with Policy: Yes

Background: The Director of Conservation has determined that additional positions and increased hours are needed to successfully operate Sleepy Hollow during the 2025 season. This will be the first full season of Snowflex operations, along with State Fair camping, Renaissance Faire/Scream Park, and special events.

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

Fiscal Note: No additional Extra Help budget dollars are needed. Adequate funds already exist within the Sleepy Hollow Extra Help budget. The cost of these positions in future years will be covered by Polk County Conservation and will not result in further allocation requests to the Board of Supervisors.

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

Fiscal	New	# of New	Anticipated	Anticipated	Budget	If Amendment is Required,	
24/25	N						
25/26							

RESOLUTION

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

WHEREAS, the Facilities and Program Manager in Community, Family, and Youth Services intends to retire in May of 2025; and

WHEREAS, the Director of Community, Family, and Youth Services considers this position critical to juvenile services and facility operations and is requesting a temporary position to train a new incumbent; and

WHEREAS, the temporary position will continue until such time the Facilities and Program Manager position becomes vacant, for a period not to exceed twelve (12) weeks; and

WHEREAS, the Director of Community, Youth, and Family Services is requesting the following position modification:

- Create one (1) Temporary Facilities and Program Manager position, Management grade 15, range \$101,397-\$136,886.

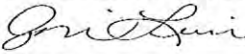
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the above position modification and directs Human Resources and the County Auditor to take action to implement this resolution.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

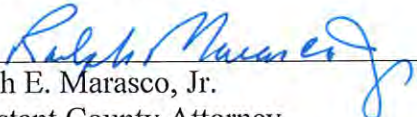
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Estimated cost is \$1,548 for FY24/25. The cost will be covered by departmental vacancies.

22

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Community, Family, and Youth Services Department

Agenda Date: January 14, 2025

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Facilities and Program Manager in Community, Family, and Youth Services intends to retire in May of 2025. The Director of Community, Family, and Youth Services considers this position critical to juvenile services and facility operations and is requesting a temporary position to train a new incumbent. The temporary Facilities and Program Manager position, Management grade 15, range \$101,397-\$136,886, will not exceed twelve (12) weeks.

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

Fiscal Note: Estimated cost is \$1,548 for FY24/25. The cost will be covered by departmental vacancies.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	1	\$1,548	\$0	N		
25/26	N						
26/27	N						

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Dr. Joseph Blitman and Polk County have mutually agreed to the conditions set forth in the attached severance agreement; and

WHEREAS, it is the in the best interest of Polk County to approve said agreement; and

WHEREAS, the Polk County Board of Supervisors wishes to expresses its gratitude to Dr. Blitman for his service to Polk County; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

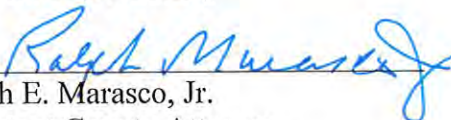
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Estimated cost is \$156,796 for FY24/25.

23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving severance agreement between Polk County and Dr. Joseph Blitman.

Agenda Date: January 14, 2024

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Dr. Joseph Blitman and Polk County have mutually agreed to the conditions set forth in the attached severance agreement. It is in the best interest of Polk County to approve said agreement.

Action Impact: Approval of this resolution approves the severance agreement and authorizes the chairperson to sign the agreement on behalf of Polk County, Iowa.

Fiscal Note: Estimated cost is \$156,796 for FY24/25.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y		\$156,796		Y	10471110	
25/26	N						
26/27	N						

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Dr. Gregory Schmunk and Polk County have mutually agreed to the conditions set forth in the attached severance agreement; and

WHEREAS, it is the in the best interest of Polk County to approve said agreement; and

WHEREAS, the Polk County Board of Supervisors wishes to expresses its gratitude to Dr. Schmunk for his service to Polk County; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Josie Lewis
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Estimated cost is \$88,814 for FY24/25.

24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving severance agreement between Polk County and Dr. Gregory Schmunk.

Agenda Date: January 14, 2024

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Dr. Gregory Schmunk and Polk County have mutually agreed to the conditions set forth in the attached severance agreement. It is in the best interest of Polk County to approve said agreement.

Action Impact: Approval of this resolution approves the severance agreement and authorizes the chairperson to sign the agreement on behalf of Polk County, Iowa.

Fiscal Note: Estimated cost is \$88,814 for FY24/25.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y		\$88,814		Y	10471110	
25/26	N						
26/27	N						

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Dr. Amanda Moreno and Polk County have mutually agreed to the conditions set forth in the attached severance agreement; and

WHEREAS, it is the in the best interest of Polk County to approve said agreement; and

WHEREAS, the Polk County Board of Supervisors wishes to expresses its gratitude to Dr. Moreno for her service to Polk County; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Josie Lewis
Josie Lewis, Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Estimated cost is \$80,939 for FY24/25.

25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving severance agreement between Polk County and Dr. Amanda Moreno.

Agenda Date: January 14, 2024

Contact Individual: Josie Lewis, Director of Human Resources

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Dr. Amanda Moreno and Polk County have mutually agreed to the conditions set forth in the attached severance agreement. It is in the best interest of Polk County to approve said agreement.

Action Impact: Approval of this resolution approves the severance agreement and authorizes the chairperson to sign the agreement on behalf of Polk County, Iowa.

Fiscal Note: Estimated cost is \$80,939 for FY24/25.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y		\$80,939		Y	10471110	
25/26	N						
26/27	N						

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

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

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

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

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

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

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

#26

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving January 2025 manufactured home abatement

Agenda Date: January 28, 2025

Contact Individual: Rachelle Hunt
Assistant Treasurer
Polk County Treasurer

Previous Action taken by the Board: None

Board/Commission Actions: Approval to abate delinquent taxes and cancel Polk County tax sales against manufactured homes no longer in existence or residing in the State of Iowa.

Comply with Policy: Yes - Iowa Code Section 435.25

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

Action Impact:

Fiscal Note:

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

Additional Fiscal Note Information (optional): Abate Taxes - \$8,777, Cancel Tax Sales - \$4,554

XX

	January 25 MH Abatement					
Parcel Number	Tax Sale Year	Buyer	TS Amount	Tax and Late Interest		
202975C2591				\$155.00		
05962889725				\$436.00		
0330346N				\$152.00		
202876C2963				\$74.00		
35081	2016	Polk County	\$ 1,161.00	\$2,306.00		
19A19014S				\$94.00		
KD1612A				\$262.00		
GB080822	2018	Polk County	\$ 733.00	\$1,184.00		
L01L11176	2017	Polk County	\$ 1,130.00	\$352.00		
RYL1CK10128				\$93.00		
11258306				\$87.00		
47815				\$97.00		
FH468139X93				\$108.00		
11724				\$84.00		
HD2047				\$97.00		
48110841085				\$108.00		
290000HA003258A				\$96.00		
A72276				\$97.00		
CL9672	2017	Polk County	\$1,071.00	\$1,947.00		
1W300964H	2022	Polk County	\$459.00	\$466.00		
158350				\$67.00		
A73939				\$316.00		
MDC376764IN				\$99.00		
			\$ 4,554.00	\$8,777.00	\$	13,331.00

RESOLUTION

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

WHEREAS, Polk County, Iowa loaned the IEC Hotel Corporation \$27,500,000 for financing of the Hilton Des Moines Downtown Hotel, and in doing so acquired 2018 Series B Certificates of Participation entitling Polk County to receive semi-annual debt service payments; and,

WHEREAS, as part of the hotel financing, Great Western Bank provided a \$10,000,000 loan, Series A-1 and,

WHEREAS, Polk County has routinely applied debt service payments received on 2018 Series B to prepay Series A-1 so as to retire Series A-1 as quickly as possible; and

WHEREAS, the remaining outstanding balance on Series A-1 is \$247,262, plus accrued interest to the date of retirement, and

WHEREAS, a debt service payment of \$1,167,960 is due to Polk County in January 2025;

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves applying the January 2025 Series B semi-annual debt service payment from the IEC Hotel Corporation to prepayment of the Series A-1 debt to the extent needed to fully retire Series A-1. The remainder of the debt service payment shall be remitted to and retained by Polk County.

POLK COUNTY, IOWA

Chair, Polk County Board of Supervisors

SUBMITTED BY:

Deborah A. Anderson

Deb Anderson
Budget Manager

APPROVED AS TO FORM:

Ralph Munnery
Assistant County Attorney

Fiscal Impact: Approximately \$250,000 of Series B principal and interest applied to series A-1 debt retirement

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving applying IEC Hotel Series B January 2025 principal and interest payment to prepayment of Series A-1 principal

Agenda Date: January 14, 2025

Contact Individual: Deb Anderson, Budget Manager
286-3016

Previous Action taken by the Board: Application of previous principal and interest payments

Board/Commission Actions: N/A

Comply with Policy: N/A

Background: As part of the financing package for the IEC hotel, the IEC Hotel Corporation secured a \$10M Series A-1 loan from Great Western Bank and a \$27.5M Series B loan from Polk County. Polk County has been routinely applying debt service payments received from the Series B loan to prepay the Series A-1 loan, thereby reducing annual debt service due and interest expense on Series A-1.

To date, the County has contributed \$8.1M to retire the original \$10M loan down to \$0 (after this retirement), and in doing so, cut the hotel's interest cost by more than \$5.2M over the original life of the loan.

Action Impact: Reduces Great Western Bank loan outstanding principal from \$0.8M to \$0. Fully pays off the Series A-1 debt.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25	N	\$250,000	\$1,167,960	N	2850851405.79400	2850851405.56400
25/26						

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has the responsibility to appoint representatives to certain boards, committees and commissions, and

WHEREAS, appointments are necessary to fill the following positions.

NOW, THEREFORE, BE IT RESOLVED that Polk County hereby appoints the individual named below, effective upon passage of this Resolution, to the board specified and the indicated term.

<u>Organization</u>	<u>Term Expires</u>
Aging Resources Advisory Council	
Joyce Webb	1/02/2028
Sam McCrorey	1/02/2028
Elizabeth Seiser	1/02/2028
Aging Resources of Central Iowa	
Steve Van Oort	1/02/2027
Angela Connolly	1/02/2026
Beaver Creek Watershed Authority	
Cassandra Druhl	1/02/2026
John Swanson (alternate)	1/02/2026
Board of Health	
Angela Connolly	1/02/2029
Tom Hockensmith	1/02/2029
Jill Altringer	1/02/2029
Mark Holm	1/02/2029
Matt McCoy	1/02/2029
Board of Health Advisory Committee	
Anne Bacon	1/02/2028
Reylon Meeks	1/02/2028
Jennifer Olson	1/02/2028
Catch DSM	
Angela Connolly	1/02/2026
Sarah Boese (alternate)	1/02/2026
Central Iowa Land Trust	
Sarah Boese	1/02/2026
Central Iowa Tourism Regional Council	
Jason Evans	1/02/2026

#25

Central Iowa Workforce Development
Jill Altringer

1/02/2026

Condemnation Compensation Commission

Owners of Agricultural Property

Ted Griffeon

Ed Craig

Roger Bak

Pat Trout

1/02/2026

1/02/2026

1/02/2026

1/02/2026

Owners of City Property

Ken Boatwright

William Bohan

Frank Steinbach

Leilah Cox

Jerry Overman

Adam Ibrahim

Aaron Vance

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

Persons Knowledgeable

Jennifer Donielson

John Norwood

David Banning

Nick Lemmo

Tammy Todd Allen

Chris Smith

Gregory Lynch

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

Licensed Realtor/Broker

Craig Crossland

Debra Anthofer

Jean O'Neill

Gregory Weinschenk

Clarke Stewart

Aubrie Doyle

Stephanie Pearl

Alice Winders

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

1/02/2026

Deferred Compensation Committee

Ralph Marasco

Mary Wells

Frank Marasco

1/02/2026

1/02/2026

1/02/2026

Des Moines Area Metropolitan Planning Organization

Matt McCoy (alternate)

Mark Holm

1/02/2026

1/02/2026

Des Moines Area Metropolitan Planning Organization Technical Committee

Aaron Putnam

Brian McDonough (alternate)

1/02/2026

1/02/2026

Des Moines Area Regional Transit Authority	1/02/2026
Angela Connolly	1/02/2026
Sarah Boese (alternate)	
Des Moines Skywalk Association	1/02/2026
Scott Ourth	
Des Moines Wastewater Reclamation Authority Management Agency, Policy Committee	1/02/2026
EJ Giovannettii	1/02/2026
Brian McDonough (alternate)	
Des Moines Wastewater Reclamation Authority Management Agency, Technical Committee	1/02/2026
Tyler Burhenn	1/02/2026
Brian McDonough (alternate)	
Fourmile Creek Watershed Authority	1/02/2026
Rachel Conrad	1/02/2026
Aaron Putnam (alternate)	
Greater Des Moines Partnership	1/02/2026
Angela Connolly	1/02/2026
Jill Altringer	
Greater Des Moines Partnership Executive Committee	1/02/2026
Angela Connolly	
Greater Des Moines Partnership Downtown Board	1/02/2026
Matt McCoy	
Homeland Security Coordinator	1/02/2026
AJ Mumm	
Homeless Coordinating Council	1/02/2026
Matt McCoy	1/02/2026
Angela Connolly	
Impact Community Action Partnership	1/02/2026
Joy Ihle	
Iowa Soccer Development Foundation	1/02/2026
Frank Marasco	1/02/2026
Tim Oswald	
Local Emergency Planning Committee	1/02/2026
Aaron Putnam (alternate)	1/02/2026
Bret VandeLune	
Metropolitan Advisory Council	1/02/2026
Matt McCoy	1/02/2026
Angela Connolly	
Metropolitan Waste Authority	1/02/2026
Tom Hockensmith	1/02/2026
Mark Holm (alternate)	

Mid-Iowa Association of Local Governments	
Angela Connolly	1/02/2026
Tom Hockensmith	1/02/2026
Jill Altringer	1/02/2026
Mark Holm	1/02/2026
Matt McCoy	1/02/2026
Mid-Iowa Development Fund	
Troy D. Boelman	1/02/2026
Ryan Moffatt	1/02/2026
Mud, Camp, Spring Creek Watershed Authority	
Rachel Conrad (alternate)	1/02/2026
Aaron Putnam	1/02/2026
Neighborhood Development Corporation Board of Directors	
Bret VandeLune	1/02/2026
Brian McDonough (alternate)	1/02/2026
Neighborhood Finance Corporation	
Dave Williamson	1/02/2026
Jill Altringer	1/02/2026
Sarah Boese (alternate)	1/02/2026
Brian McDonough (alternate)	1/02/2026
North Raccoon Watershed Authority	
Cassandra Druhl	1/02/2026
Johnathan Swanson (alternate)	1/02/2026
Nuisance Ordinance Hearing Officer	
Roger Kuhl	1/02/2026
Polk County Assessor's Examining Board	
Kathryn Ramaekers	1/02/2026
Polk County E911 Service Board	
Jill Altringer	1/02/2026
Sarah Boese (alternate)	1/02/2026
Polk County Emergency Management Commission	
Jill Altringer	1/02/2026
Sarah Boese (alternate)	1/02/2026
Polk County Housing Trust Fund	
Jill Altringer	1/02/2028
Sara Hopkins	1/02/2028
Polk County Risk Management Committee	
Matt McCoy	1/02/2026
Jill Altringer	1/02/2026
Frank Marasco	1/02/2026
Josie Lewis	1/02/2026

Service Appeal Board (Cluster Board)

Mark Holm	1/02/2026
Kerrie Rodemyer	1/02/2026
Tonya LaFarr	1/02/2026
John W. MacDonald	1/02/2026
Nancy Norman	1/02/2026
Frank Marasco (alternate)	1/02/2026

Veteran Affairs Commission

Vikki Domina	1/06/2026
James Marren	1/05/2027
Marty Smith	1/04/2028

Walnut Creek Watershed Authority

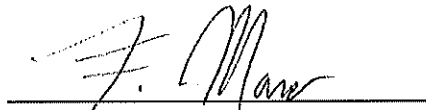
Rachel Conrad (alternate)	1/02/2026
Aaron Putnam	1/02/2026

Zoning Commission

Kelly Garoutte	1/02/2027
Samantha Groark	1/02/2027

POLK COUNTY

Chair

SUBMITTED BY:

Frank Marasco
Interim County Administrator

FY24/25 #
Fiscal Impact: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Appointing individuals to serve as Polk County's representative on various Boards and Commissions.

Agenda Date: January 14, 2025

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: Ongoing

Board/Commission Actions: N/A

Action Requested (Recommended): Appoints individuals to represent Polk County on various boards and commissions.

Comply with Policy: Yes

Background: The Polk County Board of Supervisors is responsible for appointing individuals to represent Polk County on various Boards and Commissions. This resolution appoints the individuals outlined in the attached resolution for the term indicated.

Action Impact: Appoints individuals as Polk County's representative on various boards and commissions.

Fiscal Note: None

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

Additional Fiscal Note Information (optional):

POLK COUNTY TREASURER SEMI-ANNUAL REPORT January 1 - June 30, 2024

FUND	TREASURER'S/ AUDITOR'S BALANCE 01/01/24	RECEIPTS	DISBURSEMENTS	TREASURER'S/ AUDITOR'S BALANCE 06/30/24	FUND
001 GENERAL BASIC	120,801,980.63	144,650,197.62	164,863,593.94	100,588,584.31	001
002 GENERAL SUPPLEMENTAL	86,526,026.64	40,405,392.41	48,431,864.04	78,499,555.01	002
003 GENERAL SELF-INSURANCE RESERVE	(3,415,602.35)	6,698,636.84	3,283,034.29	-	003
004 COMMUNITY BETTERMENT	(2,047,229.20)	43,740,842.81	23,429,730.69	18,263,882.92	004
005 ECONOMIC DEVELOPMENT	(1,749,539.58)	21,672,345.18	4,260,283.97	15,662,521.63	005
006 CONSERVATION SPECIAL	452,658.94	621,756.59	155,203.67	919,211.86	006
007 GIMS/POLK COUNTY	637,993.43	-	-	637,993.43	007
008 GRANTS	-	-	1,571,169.37	(1,571,169.37)	008
010 MH/MR/DD SERVICES	2,794,449.88	10,095,836.54	11,333,378.84	1,556,907.58	010
011 RURAL SERVICES BASIC	2,845,463.05	5,160,299.46	4,898,329.67	3,107,432.84	011
012 RURAL SERVICES SUPPLEMENTAL	1,518,521.76	770,386.91	1,031,379.95	1,257,528.72	012
013 FORFEITED PROPERTY-SHERIFF/STATE	206,501.88	14,420.63	1,000.00	219,922.51	013
014 FORFEITED PROPERTY-SHERIFF/FEDERAL	426,969.49	496,872.97	30,000.00	893,842.46	014
015 FORFEITED PROPERTY-CO. ATTORNEY	197,714.10	74,276.20	147,250.90	124,739.40	015
018 CO ATTORNEY COLLECTION INCENTIVE	526,468.08	153,663.36	446,660.66	233,470.78	018
020 SECONDARY ROAD	(1,336.64)	9,069,746.93	6,639,730.91	2,428,679.38	020
021 CO RECORDER RECORDS MGMT.	348,388.29	39,437.21	25,411.99	362,413.51	021
024 TOWNSHIP FIRE PROTECTION	5,642.35	553,673.78	554,845.61	4,370.52	024
026 REAP	454,262.49	13,664.41	41,761.59	425,165.31	026
028 CONTINGENCY RESERVE FUND	18,538,870.00	450,376.00	-	18,989,246.00	028
030 AUTOMATED TRAFFIC ENFORCEMENT	-	143.82	143.82	-	030
031 MITIGATION BANK - CONSERVATION	535,856.94	157,050.00	16,630.00	676,276.94	031
033 TAX INCREMENT FINANCING	1,275,048.93	1,287,618.49	2,211,245.26	351,422.16	033
034 DRAINAGE/WATER DISTRICTS	275,990.53	14,818.00	14,543.46	276,265.07	034
035 OPIOID ABATEMENT	4,767,586.44	3,704,407.65	74,680.44	8,397,313.65	035
046 DEBT SERVICE	11,606,445.22	210,425,593.11	220,222,368.19	1,809,670.14	046
051 CONSERVATION WATER & LAND IMPROVE	5,845,953.17	21,057,769.25	8,784,574.03	18,119,148.39	051
052 JUSTICE CENTER ANNEX CAPITAL PROJ.	1,625,474.81	-	-	1,625,474.81	052
055 CAPITAL IMPROVEMENTS PROJECTS	1,842,517.22	9,752,585.81	4,206,715.79	7,388,387.24	055
280 GROUP HOMES	1,543,488.81	497,176.64	718,623.20	1,322,042.25	280
281 AIR QUALITY	410,819.28	580,077.48	781,886.82	209,009.94	281
284 SANITARY TREATMENT WORKS	12,204,302.16	5,360,473.13	3,289,110.92	14,275,664.37	284
285 PRAIRIE MEADOWS	20,850,104.70	20,936,285.18	25,398,774.21	16,387,615.67	285
286 CONSERVATION ENTERPRISES	(297,565.56)	2,137,467.06	1,554,746.16	285,155.34	286
287 HAMILTON URBAN DRAIN DISTRICT	519,637.87	82,729.63	20,531.70	581,836.00	287
288 EMPLOYEE INSURANCE	15,047,951.59	20,722,593.34	18,124,918.85	17,645,626.08	288
291 RISK MGMT INTERNAL SERVICE	5,000,000.00	3,000,000.00	-	8,000,000.00	291
295 IOWA EVENT CENTER	7,014,886.51	18,599,651.92	18,107,436.89	7,507,101.54	295
297 URBAN SEWER	664,919.05	66,353.25	369,375.00	361,897.30	297
299 IOWA TAX AND TAGS	833,470.47	687,302.06	302,843.47	1,217,929.06	299
300 TRUST & AGENCY - TREASURER	19,614,358.91	595,657,988.18	595,283,157.32	19,989,189.77	300
301 TRUST & AGENCY - TRUST FUNDS HELD	105,177.66	201,127.94	189,023.76	117,281.84	301
305 COUNTY ASSESSOR EXPENSE	2,665,569.82	3,228,501.44	3,678,759.23	2,215,312.03	305
344 RECORDER'S E-COMMERCE CLEARING	71.81	31,575.44	31,647.25	-	344
345 RECORDER'S REVOLVING	469,228.64	4,484,012.23	4,458,397.45	494,843.42	345
346 E911 SERVICE	5,862,604.99	1,720,175.48	1,258,220.96	6,324,559.51	346
351 EMERGENCY MANAGEMENT	(168,110.59)	1,148,926.32	485,304.88	495,510.85	351
363 SEIZED FUNDS - UNFORFEITED	296,987.00	104,163.51	44,280.00	356,870.51	363
364 MINE TASK FORCE	485,814.58	86,043.36	257,708.49	314,149.45	364
TOTALS	349,966,794.20	1,210,414,335.57	1,181,030,277.64	379,350,652.13	

1/3

2025

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

1/6

2025

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, 2024.

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

1/7

2025

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, 2024.

Wendy Welch COUNTY SUPERVISOR
Mike Ellis COUNTY SUPERVISOR
Tom Horvath COUNTY SUPERVISOR
Angela Conner COUNTY SUPERVISOR
4/11 K COUNTY SUPERVISOR

#29



COMM. 1-14-25
Veteran Affairs

Polk County River Place 2309
Euclid Avenue
Des Moines, Iowa 50310
Ph. 515.286.3670
Fax 515.286.2106
www.polkcountyiowa.gov

Date: January 2, 2025

To: Matt McCoy, Chairperson
Polk County Board of Supervisors

From: Pat Sweeney, Executive Director *PS*
Polk County Veterans Affairs *1-2-25*

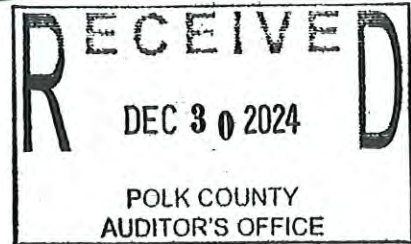
Re: Second Quarter Report FY 24/25

See attached copy of the Polk County Activity Report for Veteran Affairs for the Second Quarter.

PS:mls

cc: Marty Smith, Chairperson, Veteran Affairs
Commission
John Norris, Board of Supervisors

#30



December 27, 2024

Angela Connolly
Chairperson of the Board
Board of Supervisors
111 Court Avenue, Room #300
Des Moines, IA 50309

Tom Hockensmith
Board of Supervisors
County Administration Building
111 Court Avenue, Room #300
Des Moines, IA 50309

Matt McCoy
Board of Supervisors
County Administration Building
111 Court Avenue, Room #300
Des Moines, IA 50309

Jamie Fitzgerald
Polk County Auditor
County Administration Building
111 Court Avenue, Room #300
Des Moines, IA 50309

Debbie S. Wise
Trustee of Delaware Township
3960 NE 46th St.
Des Moines, IA 50317

Robert Brownell
Board of Supervisors
County Administration Building
111 Court Avenue, Room #300
Des Moines, IA 50309

Steve Van Oort
Board of Supervisors
County Administration Building
111 Court Avenue, Room #300
Des Moines, IA 50309

Mickey L. Wise
Clerk of Delaware Township
3960 NE 46th
Des Moines, IA 50317

Ted Griffieon
Trustee of Delaware Township
6561 NE 46th St.
Altoona, IA 50009

Daryl Barnard
Trustee of Delaware Township
3964 NE 49th St.
Des Moines, IA 50317

#31

Re: Notice of Consultation Meeting for Proposed Annexation of Unincorporated Territory in Polk County into the City of Altoona, Iowa

Dear All:

Pursuant to Iowa Code 368.7(b)(1) you are hereby notified that the City of Altoona will conduct a consultation meeting regarding the proposed annexation of territory to the City of Altoona as hereinafter described. Said consultation meeting will be held at 9:00 a.m. January 3, 2025, at the Altoona City Hall, 900 Venbury Drive Ste. A, Altoona, IA 50009.

Enclosed are copies of the following documents:

1. Copies of the *Voluntary Annexation Petition to the City of Altoona* documents received from each of the consenting property owners.
2. A map of the annexation territory showing its general relationship to Altoona and the surrounding communities.
3. A more localized map showing the proposed annexation territory and identifying the consenting property owners in blue shading and the non-consenting property owners in red hatched shading.
4. The combined legal descriptions of the properties owned by both the consenting and the non-consenting property owners in the territory proposed for annexation.

City personnel will be present to answer any questions you have and to receive any objections to the proposed annexation at the consultation meeting on January 3, 2025. You may make written recommendations for modification to the proposed annexation no later than January 14, 2025. Further, no later than 30 days after the consultation meeting, the Board of Supervisors shall, by resolution, state whether or not it supports the annexation or whether it takes no position either in support of or against the annexation.

Should you have any questions please do not hesitate to reach out. Thank you for your attention to this matter.

Sincerely,



Justin Peterson

Cc: John Shaw, Community Development Director

Claire Habel, Planner

REQUEST FOR TAX ABATEMENT PURSUANT TO IOWA CODE SECTION 427.3

To the Honorable Board of Supervisors of Polk County, Iowa:

The board of supervisors may abate the taxes levied against property acquired by gift or purchase by a person or entity if the property acquired by gift or purchase was transferred to the person or entity after the deadline for filing for property tax exemption in the year in which the property was transferred and the property acquired by gift or purchase would have been exempt under section 427.1, subsection 7, 8, or 9, if the person or entity had been able to file for exemption in a timely manner.

Pursuant to Iowa Code Section 427.3, we are requesting the Polk County Board of Supervisors abate taxes levied against the property described below for the 2025 assessment year in the amount of \$ 9330.

Property information – please print

Geoparcels number: 7824-15-478-017

Individual, Institution or society:

Iglesia Apostolica Efesios 2:20 Sendero De Paz Inc.

Title holder: Iglesia Apostolica Efesios 2:20 Sendero de Paz Inc

Property location address:

810 E Park Ave

City: Des Moines State: Iowa ZIP: 50315

Property owner mailing address:

28 Frederick Ave

City: Bay Shore State: New York ZIP: 11706

County: Suffolk Number of acres:

Phone: (631) 647-3697 Email: obedmoran@live.com

Property was acquired by deed or contract on: 10/13/22

Recorder's book: 19300 Page: 361 Instrument number: 202200080296

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MEMORANDUM OF APPOINTMENTS
January 14, 2025

KEY

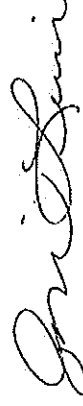
N - New Hire S - Salary Change
P - Promotion O - Other
T - Transfer * - Plus Cola

DATE	NAME	DEPARTMENT	JOB TITLE	GRADE	STEP	SALARY BASE	KEY	REMARKS
1/16/2025	Brown, Andre	CFYS	Youth Services Worker 10233302	A09		\$60,475	N	Rep. J. Davis trans 11/30/24.
1/2/2025	Chiodo, John	Auditor	Elections Manager 20018001	M17	MAX	\$165,631	S	Merit increase, fr. Elections Manager, M17 @ \$161,971. PAF and eval on file. Retro to 1/2/25.
1/8/2025	Corbin, Richard	General Services	Building Maintenance Supervisor 10279106	M13	MAX	\$113,128	S	Merit increase, fr. Building Maintenance Supervisor, M13 @ \$109,058. PAF and eval on file. Retro to 1/8/25.
12/14/2024	Ferlitsch, Anthony	Sheriff	Lieutenant 10041001	M15		\$132,788	S	Merit increase, fr. Lieutenant, M15 @ \$127,681. PAF and eval on file. Retro to 12/14/24.
1/11/2025	Holt, Danielle	Sheriff	Jail Services Program Coordinator 10041051	A10		\$88,009	P	Fr. Detention Officer, T15 @ \$83,818. Rep. C. Bonch term 10/24/24. Promotion approved on 1/2/25 MOA. Salary correction only.
1/25/2025	Lano, Margaret	BHDS	Mental Health Advocate 100444410	A11		\$70,537	N	New position per resolution dated 12/3/24.
12/13/2024	McCarthy, Anthony	Sheriff	Detention Sergeant 10041051	M13		\$90,404	S	Merit increase, fr. Detention Sergeant, M13 @ \$86,927. PAF and eval on file. Retro to 12/13/24.
1/25/2025	Miller, Christopher	General Services	Building Attendant 10273402	A08		\$61,817	T	Fr. Facility Maintenance Specialist, A08 @ \$61,817. Lateral transfer. Rep. R. Dewey term 1/2/25. No change in salary.
1/20/2025	Miller, Douglas	Sheriff	Captain 20041420	M16		\$146,027	S	Merit increase, fr. Captain, M16 @ \$140,411. PAF and eval on file.
1/14/2025	Moore, Cesare	CFYS	Youth Services Team Leader 10233302	M13		\$109,928	S	Merit increase, fr. Youth Services Team Leader, M13 @ \$105,700. PAF and eval on file.

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1/24/2025	Murillo, Jacob	Sheriff	Sergeant 10041012	M14	\$96,791	S	Merit increase, fr. Sergeant, M14 @ \$93,068. PAF and eval on file.
1/25/2025	O'Donnell, Jordan	General Services	Mechanical Systems Specialist 10279106	A11	\$79,970	P	Fr. Facility Maintenance Specialist, A08 @ \$76,162. Rep. L. Hodges term 12/31/24.
1/5/2025	Penning, Amanda	Health	Deputy Director Public Health 10223040	M17	\$131,731	S	Merit increase, fr. Deputy Director Public Health, M17 @ \$126,664. PAF and eval on file. Retro to 1/5/25.
1/22/2025	Rhoads, Tony	CFYS	Facilities and Program Manager 10233302	M15	\$126,665	S	Merit increase, fr. Facilities and Program Manager, M15 @ \$121,793. PAF and eval on file.
1/15/2025	Sanders, David	General Services	Mechanical Systems Specialist 10271051	A11	\$70,537	N	Rep D. Crawford term 11/22/24.
1/25/2025	Van Liew, Juliann	Health	Director of Public Health 10223040	M19	\$150,260	T	Fr. Director of Public Health (Temp), M19 @ \$150,260. Rep. H. Eddy term 1/17/25. No change in salary.
2/8/2025	Vance, Aaron	General Services	Facility Maintenance Specialist 10279106	A08	\$72,931	P	Fr. Stores Worker, A06 @ \$69,458. Rep. W. Flinn term 1/31/25.
1/13/2025	Wong, Angela	Sheriff	Sergeant 10041001	M14	\$105,674	S	Merit increase, fr. Sergeant, M14 @ \$101,610. PAF and eval on file. Retro to 1/13/25.
1/27/2025	York, Matthew	Sheriff	Sergeant 10041011	M14	\$103,253	S	Merit increase, fr. Sergeant, M14 @ \$99,282. PAF and eval on file.

Moved by _____, Seconded by _____
That the following RESOLUTION be adopted: BE IT FURTHER RESOLVED THAT the individuals named on this Memorandum be approved for personnel actions as indicated above.



Josie Lewis, Director of Human Resources