

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
JUNE 17, 2025 9:30 A.M.**

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

5. **PLEDGE OF ALLEGIANCE**

6. **PROCLAMATION**
Juneteenth – June 19, 2025

7. **PROCLAMATION**
World Refugee Day – June 20, 2025

8. **PROCLAMATION**
Recognizing School Districts and Students in District 2

9. **PUBLIC COMMENTS**

PERMITS

- *10. Renewal application for Class “C” Retail Alcohol License with Outdoor Service Permit for Club Celebrity, located at 1510 NE Broadway Ave, Des Moines.
[Item 10 Attachment](#)

RESOLUTIONS

- *11. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing on July 1, 2025 for proposed disposal of interest in County-owned real estate (vacant parcel at 1520 11th St, Des Moines) to Ralph Cornelius Hall.
[Item 11 Attachment](#)
- *12. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing on July 1, 2025 for proposed vacation of existing platted public utility easement located at 1819 NW 72nd Avenue, Ankeny.
[Item 12 Attachment](#)
- *13. Resolution approving Contract with the Iowa DNR for Air Quality program funding (26ESDAQBCPAUL-0002).
[Item 13 Attachment](#)
- *14. Resolution approving Amendment 2 to Contract with the Iowa DNR for Air Quality program funding (25ESDAQBWWALK-0002).
[Item 14 Attachment](#)

15. Resolution authorizing transfer of \$500,000 from the Secondary Roads budget to the Farm-to-Market fund.
- *16. Resolution approving Cooperative Public Service Agreement with the City of Ankeny (for the resurfacing of a joint jurisdiction section of NE 29th St/Four Mile Drive).
[Item 16 Attachment](#)
- *17. Resolution approving Cooperative Public Service Agreement with the City of Des Moines (for the resurfacing of a joint jurisdiction section of NW Lower Beaver Rd and NE 27th Ave/NE Oak Hill Drive).
[Item 17 Attachment](#)
- *18. Resolution approving Cooperative Public Service Agreement with the City of Pleasant Hill (for the resurfacing of sections of SE Parkridge Dr and SE 6th Ave within Pleasant Hill's jurisdiction).
[Item 18 Attachment](#)
- *19. Resolution approving permanent and temporary easement agreements for project RCB Culvert New - Twin Box (on NE 38th Street over Deer Creek).
[Item 19 Attachment](#)
- *20. Resolution accepting bid (\$703,078.67) from Cramer and Associates, Inc. (for Bridge Replacement – PPCB ON NE Devotie Dr, over Camp Creek).
[Item 20 Attachment](#)
21. Resolution approving authority of the Public Works Director to sign and bind Polk County to contracts and agreements under \$15,000.
- *22. Resolution approving request letter for an agreement amendment with the United States Department of Housing and Urban Development (HUD) for the Polk County Older Adults Home Modification Program.
[Item 22 Attachment](#)
- *23. Resolution approving a three (3) year Lease Agreement with the City of Des Moines for Pioneer Columbus Congregate Meal Site.
[Item 23 Attachment](#)
- *24. Resolution approving a three (3) year Lease Agreement with the City of Des Moines for Scott Four Mile Congregate Meal Site.
[Item 24 Attachment](#)
- *25. Resolution approving Agreement with Green Resource Management, Inc (d/b/a MedShred) for medical waste disposal services.
[Item 25 Attachment](#)
- *26. Resolution approving Agreement with Mail Services, LLC for presort mail services.
[Item 26 Attachment](#)

- *27. Resolution approving Agreement with Brooks Borg Skiles Architecture Engineering LLP (BBS).
[Item 27 Attachment](#)
- *28. Resolution approving Memorandum of Understanding with the Iowa State Association of Counties Technology Services.
[Item 28 Attachment](#)
- *29. Resolution approving On-Call Judicial Mental Health Advocate Agreements (for Judicial Mental Health Advocate services).
[Item 29 Attachment](#)
- *30. Resolution approving First Amendment to Polk County, Iowa Disability Access Point Contract (ADSCI25015) with the Iowa Department of Health and Human Services.
[Item 30 Attachment](#)
- *31. Resolution approving Memorandum of Understanding with Jasper County, Iowa for shared Judicial Mental Health Advocate Services.
[Item 31 Attachment](#)
- *32. Resolution approving Memorandum of Understanding with Marion County, Iowa for shared Judicial Mental Health Advocate compensation.
[Item 32 Attachment](#)
- *33. Resolution approving Memorandum of Agreement with the Ankeny Community School District for funding of the Ankeny Substance Abuse Project (ASAP).
[Item 33 Attachment](#)
- *34. Resolution approving Provider Agreement and Business Associate Agreement with Employee and Family Resources.
[Item 34 Attachment](#)
- *35. Resolution approving Opioid Settlement Fund Prevention Grant to Community Youth Concepts.
[Item 35 Attachment](#)
- *36. Resolution approving Opioid Settlement Fund Prevention Grant to Friends of YJL.
[Item 36 Attachment](#)
- *37. Resolution approving Opioid Settlement Fund Prevention Grant to Kingdom Living Iowa (d.b.a. RISE Recovery Center).
[Item 37 Attachment](#)
- *38. Resolution approving Opioid Settlement Fund Prevention Grant to Steps of Hope Iowa.
[Item 38 Attachment](#)
- *39. Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant to Bridges of Iowa.
[Item 39 Attachment](#)

- *40. Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant to FOCUSS Inc.
[Item 40 Attachment](#)
- *41. Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant to Rebel Healthcare.
[Item 41 Attachment](#)
- *42. Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant to Kingdom Living Iowa (d/b/a Rise Recovery Center).
[Item 42 Attachment](#)
- *43. Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant award to Rebel Healthcare for their collaborative project with RISE Recovery Center.
[Item 43 Attachment](#)
- *44. Resolution Approving Service Agreements with: The ARC of Story County, Community Support Advocates, Easterseals Iowa, HOPE, Link Associates, TJS Accounting Solutions, Trans Iowa LC, and UnityPoint – Eyerly Ball Community Mental Health Services.
[Item 44 Attachment](#)
- 45. Resolution approving Dissolution of the Polk County Mental Health and Disability Services Region Governing Board and authorizing the Polk County Region CEO to sign and submit reports to the Iowa Department of Health and Human Services.
- *46. Resolution approving Agreement for Services and Business Associate Agreement with Sheila Whyte (d/b/a NP on Wheels) for medical services at the Polk County Juvenile Detention Center.
[Item 46 Attachment](#)
- *47. Resolution approving Agreement for Services and Business Associate Agreement with Kavalier and Associates P.C. for psychiatric and consultation services at the Polk County Juvenile Detention Center.
[Item 47 Attachment](#)
- *48. Resolution approving Agreement for Medical Director services and Business Associate Agreement with Dr. Kaaren Olesen.
[Item 48 Attachment](#)
- *49. Resolution approving Facility Service Agreement and Business Associate Agreement with Heartland Area Education Agency (AEA) for the Shelter Care Educational Program (SCEP) at the Polk County Juvenile Detention Center.
[Item 49 Attachment](#)
- *50. Resolution approving Memorandum of Understanding with Heartland Area Education Agency (AEA) to meet the requirements of the federal Healthy Kids Act.
[Item 50 Attachment](#)

- *51. Resolution approving Sixth Amended Agreement with the State of Iowa Department of Health and Human Services to Administer Polk County Decategorization and Community Partnerships for Protecting Children (CPPC) activities.
[Item 51 Attachment](#)
- *52. Resolution approving Eighth Amended Agreement with the State of Iowa Department of Health and Human Services to administer the Polk County Decategorization Pre-Arrest Diversion Program.
[Item 52 Attachment](#)
- *53. Resolution approving Agreement between Polk County, Iowa and the Iowa Department of Health and Human Services for funding to provide Family Development and Self-Sufficiency (FaDSS) case management services for families receiving public assistance.
[Item 53 Attachment](#)
- *54. Resolution approving Agreement between Mid-Iowa Sexual Assault Response Team (SART) and the Department of Veterans Affairs for sexual assault exam services.
[Item 54 Attachment](#)
- *55. Resolution approving Agreement with WesleyLife Community Services for noontime meals to Veterans (Meals on Wheels).
[Item 55 Attachment](#)
- *56. Resolution approving updated services fees for Clinical Services at the Polk County Health Department.
[Item 56 Attachment](#)
- *57. Resolution approving Contract with Richmond Construction to address lead hazard repairs at 6612 SW 16th Street, Des Moines.
[Item 57 Attachment](#)
- *58. Resolution approving Contract with Richmond Construction to address lead hazard repairs at 3116 Shawnee Avenue, Des Moines.
[Item 58 Attachment](#)
- *59. Resolution approving Contract with FexSteve Limited to address lead hazard repairs at 1106 Ravina Drive, Des Moines.
[Item 59 Attachment](#)
- *60. Resolution Approving Contract with Iowa Department of Health and Human Services (Iowa HHS) for Hospital Preparedness Program (HPP) Funding.
[Item 60 Attachment](#)
- *61. Resolution Approving Contract with Iowa Department of Health and Human Services (Iowa HHS) for Public Health Emergency Preparedness (PHEP) and EMS System Development Funding.
[Item 61 Attachment](#)

- *62. Resolution approving Small Cell Lease Agreement with New Cingular Wireless PCS, LLC.

[Item 62 Attachment](#)

- *63. Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance Grant (MINE Task Force).

[Item 63 Attachment](#)

- *64. Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance State Crisis Intervention Program Grant (St. Vincent de Paul).

[Item 64 Attachment](#)

- *65. Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance State Crisis Intervention Program Grant (WARN Program).

[Item 65 Attachment](#)

- *66. Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Residential Substance Abuse Treatment (Bridges of Iowa).

[Item 66 Attachment](#)

- *67. Resolution approving awarding RFP No. 131-2526 (Vehicle Towing Services Contract for Polk County) to Crow Auto Service Inc.

[Item 67 Attachment](#)

- 68. Resolution approving Position Modification within the Department of Information Technology.

- *69. Agreement between Thomson Reuters and the Polk County Attorney's Office for the renewal of the Civil Division Account Agreement for online legal subscription services.

[Item 69 Attachment](#)

- 70. Resolution approving retention of Amy Reasner and Lynch Dallas.

- *71. Resolution approving retention of Jim Quilty, Elisabeth Tursi, Todd Lantz and their law firms to represent three elected officials in civil litigation which has been filed against three elected officials and Polk County, Iowa.

[Item 71 Attachment](#)

- *72. Resolution approving retention of Brent Hinders and Hopkins & Huebner, P.C. for legal representation of County official.

[Item 72 Attachment](#)

- *73. Resolution approving Settlement Agreement, Release of Liability, Indemnification, and Covenant Not to Sue with Shannon Archer.

[Item 73 Attachment](#)

- *74. Resolution approving First Amendment to Banking Services Agreement (extension) with JP Morgan Chase Bank.

[Item 74 Attachment](#)

75. Resolution approving continued use of ACH process for payment of health and dental claims.
76. Resolution authorizing the Polk County Auditor to issue manual checks during FY 25/26.
77. Resolution authorizing the creation or deletion of funds within Polk County's chart of accounts during FY 25/26.
78. Resolution authorizing the use of interfund loan pools for FY 25/26.
79. Resolution authorizing FY 25/26 transfers.
80. Resolution authorizing FY 24/25 year-end transfers.
- *81. Resolution appropriating FY 25/26 budget.
[Item 81 Attachment](#)
- *82. Resolution approving amendment to 28E agreement with Catch Des Moines and member communities.
[Item 82 Attachment](#)
- *83. Resolution approving agreement with Bacardi USA for advertising and sponsorship at the Iowa Events Center.
[Item 83 Attachment](#)
- *84. Resolution approving Iowa State Association of Counties HIPAA Program Agreement.
[Item 84 Attachment](#)
85. Resolution appointing individuals to serve as Polk County's representatives on various Boards and Commissions (IEC Hotel Corporation Board of Directors, Des Moines Performing Arts).
86. Resolution appointing individuals to serve as Polk County's representatives on various Boards and Commissions (Granger Library Board of Trustees, Board of Adjustment, Board of Appeals, Zoning Commission).
87. Resolution approving Community Betterment Grant Awards.
88. Resolution approving Community Sponsorship Awards.

COMMUNICATIONS

- *89. Polk County Treasurer Semi-Annual Report, July 1-December 31, 2024.
[Item 89 Attachment](#)
- *90. Manure Management Plan Update from Mud Creek Feeders (Mingo Site #60061).
[Item 90 Attachment](#)

- *91. Request for tax abatement for property at 6705 SE 5th Street, Des Moines (AHEPA 192-IV Apartments, LP).
[Item 91 Attachment](#)
- *92. Corn Belt Power Cooperative Annual Notice on new grain bins.
[Item 92 Attachment](#)
- *93. City of Urbandale Notice of Application and Public Hearing for Voluntary Annexation of Property.
[Item 93 Attachment](#)
- *94. City of West Des Moines Notice of Consultation Concerning Proposed Amendment No. 7 to the Alluvion Urban Renewal Plan.
[Item 94 Attachment](#)

BUDGET ACTIONS

- 95. Memorandum of Budget Actions.

APPOINTMENTS

- 96. Memorandum of Appointments.
- *97. Memorandum of Annual Salaries for authorizing positions for FY 2025/2026.
[Item 97 Attachment](#)

BOARD MEMBER COMMENTS

- 98.

CLOSED SESSION

- 99. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, pursuant to Iowa Code section 21.5(1)(c).

RESOLUTION

- 100. Resolution approving Polk County, Iowa executing a Joint Defense Agreement with Individual Board Members and their legal counsel, all named Defendants in a lawsuit pending in Polk County, Iowa, District Court Case Number LACL0162451.
- 101. Resolution directing outside legal counsel to take confidential employment action on behalf of Polk County, Iowa pursuant to the discussion held in closed session with respect to the records which are required by state law to be kept confidential and with respect to the privileged and confidential legal advice related to Polk County Iowa's legal obligations and/or obligations under its policies.

ADJOURNMENT

**Asterisk denotes attachments to items are on file in the Auditor's Office, 111 Court Avenue, Des Moines, 515-286-3080 Monday through Friday, 8:00 a.m. – 5:00 p.m. For the full text of Resolutions and attachments, visit our website below. Please note that size constraints may prevent some attachments from being posted on our website.*
<https://www.polkcountyiowa.gov/county-auditor/administration/>

Live stream the Board of Supervisors meeting at:
<https://www.youtube.com/live/Bos8XL80ZIQ>



PROCLAMATION

Juneteenth June 19, 2025

- WHEREAS,** Juneteenth (a portmanteau of “June” and “nineteenth”) is the annually observed end of slavery in America in honor of a group of formerly enslaved people in Galveston, Texas finally learning of their freedom on June 19, 1865, two years after the issuing of the Emancipation Proclamation; and
- WHEREAS,** Juneteenth, is one of the most important observances for the cultural history of the nation as it commends the collective contributions and achievements of the African-American community and seeks to raise awareness of the ongoing battle for civil rights and freedoms fought by the marginalized groups; and
- WHEREAS,** On Juneteenth, we commemorate that day and honor the tireless work of abolitionists who made it their mission to deliver the promise of America for all Americans. We honor the generations of activists who have advanced the need for our Nation to recognize Juneteenth as a way to reconcile our past as we build a new American future together; and
- WHEREAS,** this longest-running American-African holiday is celebrated each year in great jubilation with group prayers, religious services, family picnics, large gatherings, speeches, and educational seminars to preserve and commemorate this community’s rich national history; and
- WHEREAS,** although Juneteenth celebrates the emancipation of African descendants, its message promotes prosperity, freedom, equality, and commitment to eradicating discrimination of all individuals from all colors, races, creeds, and cultures; and
- WHEREAS,** Polk County seeks to understand and celebrate the diverse backgrounds and perspectives that make up our community and exemplifies the unique character of our County.

NOW, THEREFORE, LET IT BE PROCLAIMED that we, the Polk County Board of Supervisors, do hereby proclaim **June 19, 2025** as:

Juneteenth

Signed this 17th day of June, 2025, in Des Moines, Iowa.

Matt McCoy, Chair
POLK COUNTY BOARD OF SUPERVISORS

#6



PROCLAMATION

World Refugee Day June 20, 2025

- WHEREAS,** Polk County recognizes the United Nations General Assembly's designation of June 20th as World Refugee Day, which is celebrated internationally to elevate the understanding of forced migration, and to honor and raise awareness of refugees; and
- WHEREAS,** refugees are people who have fled their countries to escape conflict, violence, or persecution and have sought safety in another country; and
- WHEREAS,** Polk County proudly recognizes the work of a network of providers that includes resettlement agencies, ethnic community-based and faith-based organizations, nonprofits, educational institutions, and civic organizations dedicated to equipping refugees with the skills, resources, and support they need to achieve economic and social self-sufficiency and live fulfilling lives; and
- WHEREAS,** Polk County celebrates the growing diversity of its residents and acknowledges that refugees strengthen the economy and cultural richness of our community; and
- WHEREAS,** refugee communities near and far, along with supporters and friends, will observe World Refugee Day during the month of June 2025 throughout Polk County with cultural celebrations open to the entire community.

NOW, THEREFORE, LET IT BE PROCLAIMED that we, the Polk County Board of Supervisors, do hereby proclaim **June 20, 2025** as:

World Refugee Day

Signed this 17th day of June, 2025, in Des Moines, Iowa.

Matt McCoy, Chair
POLK COUNTY BOARD OF SUPERVISORS

#7



Board of Supervisors PROCLAMATION

- WHEREAS,** student participation in fine arts, athletics and extracurricular activities play a vital role in promoting a well-rounded education; and
- WHEREAS,** students have demonstrated exceptional talent and achievement in visual and performing arts, academic competitions and athletic events, earning honors at local, regional, and state levels; and
- WHEREAS,** these accomplishments reflect the dedication of educators, coaches, activity sponsors, parents and the broader school community; and
- WHEREAS,** Polk County Board of Supervisors proudly recognizes the school districts and their students listed for their excellence in fine arts, athletics, and extracurricular programs and commends the positive impact these opportunities have on student growth and community pride; and
- WHEREAS,** the Board pledges its continued support for enriching extracurricular, arts, and athletic opportunities for all students.

NOW, THEREFORE, LET IT BE PROCLAIMED that we, the Polk County Board of Supervisors, do hereby recognize the following school districts and their students in District 2 for their outstanding achievements.

**Bondurant-Farrar
Dallas Center-Grimes
Johnston
North Polk
Southeast Polk
Urbandale
Woodward-Granger**

Signed this 17th day of June, 2025, in Des Moines, Iowa.

Matt McCoy, Chair
POLK COUNTY BOARD OF SUPERVISORS

Jill Altringer, Vice Chair
POLK COUNTY BOARD OF SUPERVISORS #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: June 17, 2025

The below named applicant has applied for a

Class C Retail Alcohol License w/Outdoor Service Permit.

A copy of their application is attached.

This is a New/renewal application.

Name of Applicant: DJKS ENTERPRISE, LLC Phone: 515-554-6553

Trade Name or Club Name: Club Celebrity

Street Address (Premises) 1510 NE Broadway Ave Bus. Phone: 515-265-4426

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

#10

104-291

RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's interest in a vacant parcel located at 1520 11th Street, Des Moines, Iowa and legally described as:

-EX S 12.5F- S 1/2 LT 16 COLLEGE VIEW ADDITION TO NORTH DES MOINES

To Ralph Cornelius Hall for a total of \$500.00; and

WHEREAS, Iowa Code section 331.361(2) requires a public hearing on a proposal to dispose of an interest in real estate.

NOW, THEREFORE BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of July 1, 2025, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

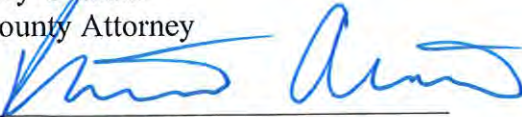
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: \$500.00 to Real Estate Fund

#11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 90-25 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #104-291, a vacant parcel at 1520 11th Street, Des Moines, Iowa, to Ralph Cornelius Hall District 80 Parcel 01365-001-000.

Agenda Date: June 17, 2025

Contact Individual: Brian McDonough, Planning and Development Manager, Real Estate Division, Polk County Public Works Department, 286-3705.

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes. Proposal.

Background: Polk County received a proposal from Ralph Cornelius Hall for a total of \$500.00 to purchase this parcel. The County received this parcel by tax deed in May of 1991. Property size is 17' x 132'. Parcel is not buildable.

Action Impact: Approval of the resolution sets the public hearing date and directs the Auditor's Office to publish notice of a public hearing.

Fiscal Note: None.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y		N	\$500	N		10266300.58630

Additional Fiscal Note Information (optional):

Res. No. 91-25
June 17, 2025

RESOLUTION

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

WHEREAS, Lance and Nancy Jackson, property owners of Lot 11 Albirtie Manor Plat 5, except for parcel 2017-217 as recorded in book 16801, page 680 by the Polk County Recorder, addressed as 1819 NW 72nd Avenue, Ankeny, being located within section 33 of Township 80 North, Range 24 West of the 5th P.M. (Crocker Township), Polk County, Iowa, have filed a petition in accordance with Section 354.23, Code of Iowa, to vacate a portion of an existing platted public utility easement, approximately 1,280 square feet in size; and

WHEREAS, the petitioners have obtained approval from the necessary public utility providers, which have been reviewed and approved by Polk County Public Works, to vacate the requested platted public utility easement on the subject property; and

WHEREAS, a public hearing is required by Section 354.23 of the Code of Iowa to vacate the requested portion of the platted public utility easement.

NOW, THEREFORE BE IT RESOLVED that a public hearing on the proposed vacation of the platted public utility easement, referenced in the attached Notice of Public Hearing, is to be held at 9:30 A.M. on July 1, 2025 at the regularly scheduled meeting of the Polk County Board of Supervisors, Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

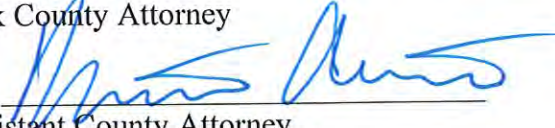
RECOMMENDED FOR APPROVAL:



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.

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 91-25 setting future public hearing date of July 1, 2025 for proposed vacation of existing platted public utility easement, and authorizing the Auditor to publish notice of the public hearing. Subject property is located at 1819 NW 72nd Avenue, Ankeny, Iowa.

Agenda Date: June 17, 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. Public Works staff has received written approval of the vacation request from all relevant utility companies.

Background: This public utility easement was created by the recording of the original subdivision plat of Albirtie Manor Plat 5 in 1973. The easements contain no existing utilities and are not needed for any future utility services. The owners desire to gain additional use of their property for future structures to be located within the current easement area.

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

Fiscal Note: None.

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

RESOLUTION

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

WHEREAS, Polk County continues to demonstrate that it has incorporated into its local ordinances an equivalent program pursuant to Iowa Code section 455B.145.

WHEREAS, Polk County has conducted a federally approved Air Quality Program since June 12, 1980.

WHEREAS, the 28E agreement (26ESDAQBCPAUL-0002) between Polk County and the Iowa Department of Natural Resources (DNR) for the purpose of collection and assessment of air quality data, the permitting of sources of air emissions, the enforcement of emission limits, and the monitoring of air quality standards has been negotiated, reviewed, and mutually agreed upon by both parties.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Iowa DNR for Air Quality Services/Goods, and authorizes the Chair of the Polk County Board of Supervisors to sign (electronic signature preferred) said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

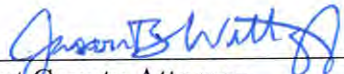
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: Federal Grants and Iowa DNR Funding of \$928,763 provided in the agreement. Polk County match of \$630,000 generated from Public Works air quality schedule of fees & enterprise account.

RESOLUTION NOTE: The Environmental Protection Commission (EPC) will approve contract (28E, No. 26ESDAQBCPAUL-0002) on June 17, 2025.

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 92-25 approving the contract with the Iowa DNR for the Air Quality program funding. (28E, No. 26ESDAQBCPAUL-0002).

Agenda Date: June 17, 2025

Contact Individual: Jennifer Bradley, Air Permit Engineer, Polk County Public Works Department, 515-286-2227.

Previous Action taken by the Board: Approved and signed previous agreement.

Board/Commission Actions: Environmental Protection Commission (EPC) approved contract (28E, No. 26ESDAQBCPAUL-0002) on June 17, 2025.

Comply with Policy: Yes.

Background: The parties have entered into this agreement to specify the scope of work, grant funding levels, extent and manner of cooperation between the two agencies in conducting programs for the abatement, control, and prevention of air pollution within Polk County. Particular emphasis placed on the collection and assessment of information regarding air quality, the permitting of sources of air emissions, the enforcement of emission limits, and the attainment and maintenance of public health based ambient air quality standards. DNR grants to the Local Program concurrent authority to implement and enforce federal air quality standards within Polk County. The Local Program continues to demonstrate that Polk County has incorporated into its local ordinances an equivalent program pursuant to Iowa Code section 455B.145. Polk County has conducted a federally approved Air Quality Program since June 12, 1980.

Action Impact: By approval of this agreement, the Polk County Board of Supervisors ensures that the Local Program meets the funding conditions necessary to maintain the Local Program as specified in Iowa Code § 455B.145 and 567 Iowa Administrative Code (IAC) Chapter 27.

Fiscal Note: The Local Program match is non-general fund monies and generated from the Public Works Department schedule of fees for service.

Category	103 Federal Grant	105 Federal Grant	DNR Title V EI Funds	Title V Application Fees	Local Program Permit Fees/Enterprise Account	Total
Total	\$20,000	\$164,192	\$619,656	\$124,916	\$630,000	\$1,558,761

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	Y- AQ Enterprise Account	None	\$1,558,761	\$1,558,761	N	2810816004.various	2810816004.52400 2810816004.67000 2810816004.67010

Fiscal Note Information (optional): Multiple object codes within the Air Quality enterprise account fund 281 including personal services, supplies & services.

RESOLUTION

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

WHEREAS, Polk County continues to demonstrate that it has incorporated into its local ordinances an equivalent program pursuant to Iowa Code section 455B.145.

WHEREAS, Polk County has conducted a federally approved Air Quality Program since June 12, 1980.

WHEREAS, the 28E agreement 25ESDAQBWALK-0002 between Polk County and the Iowa Department of Natural Resources (DNR) to establish and operate a new ambient air monitoring site near East High School in Des Moines for the purpose of collection and assessment of air quality data was approved by the Chair of the Polk County Board of Supervisors on October 22, 2024.

WHEREAS, Amendment Number 1 to 28E agreement 25ESDAQBWALK-0002 between Polk County and the Iowa Department of Natural Resources (DNR) for the purpose of amending Tasks 1 and 3 of the original contract was approved by the Chair of the Polk County Board of Supervisors on December 17, 2024.

WHEREAS, Amendment Number 2 to 28E agreement 25ESDAQBWALK-0002 between Polk County and the Iowa Department of Natural Resources (DNR) for the purpose of amending tasks 1, 2 and 5 of the Original Contract has been negotiated, reviewed, and mutually agreed upon by both parties.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Amendment Number 2 to Agreement 25ESDAQBWALK-0002, with Iowa DNR for Air Quality Services/Goods, and authorizes the Chair of the Polk County Board of Supervisors to electronically sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: A Federal Grant of \$390,523 is provided in the agreement for the Project Period of December 4, 2024 through June 30, 2029. The Iowa DNR is the Pass-Through Entity (PTE) for this agreement. Polk County has no financial obligation as part of this agreement. The purpose of the Contract Amendment is to amend tasks 1, 2 and 5 of the Original Contract for no additional money without extending the time of performance previously allowed.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 93-25 approving Amendment Number 2 to the contract with the Iowa DNR for the Air Quality program funding. (28E, No. 25ESDAQBWWALK-0002).

Agenda Date: June 17, 2025

Contact Individual: Jennifer Bradley, Air Permit Engineer, Polk County Public Works Department, 515-286-2227.

Previous Action taken by the Board: Original contract was approved by BOS on October 22, 2024, and Amendment Number 1 to the contract was approved on December 17, 2024. This is a minor amendment to the previously approved agreement with no monetary change.

Board/Commission Actions: Environmental Protection Commission (EPC) approved the original contract on October 15, 2024. The Polk County Board of Supervisors approved the original contract on October 22, 2024. Amendment Numbers 1 and 2 to the original contract do not require further approval by the EPC.

Comply with Policy: Yes.

Background: The parties have entered into this Agreement to establish and operate a new ambient air monitoring site near East High School in Des Moines and upgrade ozone monitoring equipment at sites in Polk County. This Agreement is considered to be a joint or co-operative undertaking within the meaning of Iowa Code section 28E.1. DNR grants to the Local Program concurrent authority to implement and enforce federal air quality standards within Polk County. The purpose of the Contract Amendment is to amend tasks 1, 2 and 5 of the Original Contract for no additional money without extending the time of performance previously allowed.

Action Impact: Approval of this resolution authorizes the Air Quality Division to enter into this agreement with the Iowa DNR to receive Air Quality program funding.

Fiscal Note: There is no monetary change from the original contract.

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

RESOLUTION

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

WHEREAS, Project No. HDP-C077(227)--6B-77, NE Broadway Avenue Reconstruction project is in the approved Polk County Five (5) year (2026-2030) Farm-to-Market and Secondary Road Capital Improvements Program; and

WHEREAS, it is the recommendation of the Public Works Department to transfer \$500,000.00 from its allotment of Local Road Use Tax Funds to their Farm-to-Market Fund for the project.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes the Polk County Auditor to transfer \$500,000.00 in local construction funds to the Polk County Farm-To-Market fund for a portion of this project; and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Polk County Public Works Director to execute the documents, including payments, on behalf of Polk County, and execute the terms of the documents.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

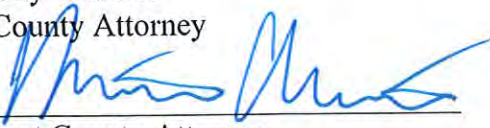
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: Broadway Project Phase 1 construction funding sources are BUILD (\$25,000,000), C-STEP (\$400,000), U-STEP (\$200,000), TSIP (\$500,000), RISE (\$4,108,329), DMWW (\$5,849,126), Sanitary Sewer (\$4,512,285), Des Moines (\$5,170,426.39), and Polk County (\$8,028,833.61)

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 95-25 to authorize transfer \$500,000 of funds from the Secondary Roads budget to the Farm-to Market Fund.

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: Project No. HDP-C077(227)--6B-77, NE Broadway Avenue Reconstruction project is in the approved Polk County Five (5) year (2026-2030) Farm-to-Market and Secondary Road Capital Improvements Program. This project includes Polk County's use of federal STBG funds that are allocated and administered by the Iowa Department of Transportation. The matching funds must come from either Farm-to-Market funds or Local Road Use Tax Funds. A deposit of \$500,000.00 is needed in the Farm-to-Market Fund.

Action Impact: Resolution authorizes the funds transfer and allows the project to proceed.

Fiscal Note: Broadway Project Phase 1 construction funding sources are BUILD (\$25,000,000), C-STEP (\$400,000), U-STEP (\$200,000), TSIP (\$500,000), RISE (\$4,108,329), DMWW (\$5,849,126), Sanitary Sewer (\$4,512,285), Des Moines (\$5,170,426.39), and Polk County (\$8,028,833.61). This \$500,000 will be carried over to FY 25/26 from the unspent FY 24/25 funds.

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	200260206.78820.	

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

WHEREAS, a portion NE 29th St / NE Four Mile Drive is joint jurisdictional roadway between Polk County and the City of Ankeny and is in need of paving. Polk County developed a Cooperative Service Agreement for the 2025-26 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Cooperative Public Service Agreement with the City of Ankeny and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Ankeny 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

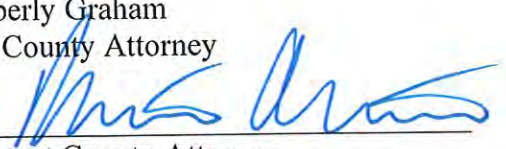
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: Funding split Ankeny (\$38,060) and Polk County (\$348,200)

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 96-25 to approve a Cooperative Public Service Agreement with the City of Ankeny for the resurfacing a joint jurisdiction section of NE 29th St / Four Mile Drive.

Agenda Date: June 17, 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: None.

Comply with Policy: Yes.

Background: A portion of NE 29th St / Four Mile Drive is joint jurisdictional roadway between Polk County and the City of Ankeny and is in need of paving. Polk County developed a Cooperative Service Agreement for the 2025-26 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

Action Impact: Allows the project to proceed.

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
25/26	N		N	\$38,060	N	200260206.78820	200260206.52790

Additional Fiscal Note Information (optional): Funding split Ankeny (\$38,060) and Polk County (\$348,200)

RESOLUTION

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

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

WHEREAS, a portion of NW Lower Beaver Rd and NE 27th Ave / NE Oak Hill Dr are joint jurisdictional roadways between Polk County and the City of Des Moines and are in need of paving. Polk County developed a Cooperative Service Agreement for the 2025-26 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Cooperative Public Service Agreement with the City of Des Moines and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed agreement to the City of Des Moines 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

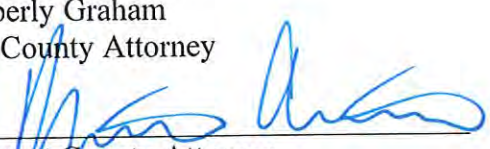
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: Funding split Des Moines (\$85,388.73) and Polk County (\$361,354.81)

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 97-25 to approve a Cooperative Public Service Agreement with the City of Des Moines for the resurfacing a joint jurisdiction section of NW Lower Beaver Rd and NE 27th Ave / NE Oak Hill Dr.

Agenda Date: June 17, 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: None.

Comply with Policy: Yes.

Background: Portions of NW Lower Beaver Rd and NE 27th Ave / NE Oak Hill Dr are joint jurisdictional roadway between Polk County and the City of Des Moines and are in need of paving. Polk County developed a Cooperative Service Agreement for the 2025-26 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

Action Impact: Allows the project to proceed.

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
25/26	N		N	\$85,388.73	N	200260206.78820	200260206.52790

Additional Fiscal Note Information (optional): Funding split Des Moines (\$85,388.73) and Polk County (\$361,354.81)

RESOLUTION

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

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

WHEREAS, portions of SE Parkridge Dr and SE 6th Ave in Pleasant Hill's jurisdiction are in need of paving ("the Project"); and

WHEREAS, Polk County procures HMA product and service in an amount that is beneficial for Polk County and Pleasant Hill to jointly undertake the Project in Pleasant Hill; and

WHEREAS, in furtherance of this Project, Polk County developed a Cooperative Service Agreement for the 2025-26 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Cooperative Public Service Agreement with the City of Pleasant Hill and authorizes the Chair of the Polk County Board of Supervisors to execute the agreement on behalf of Polk County, Iowa; and

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

Approved this _____ day of _____, 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: Funding split Pleasant Hill (\$62,899.88) and Polk County (\$0.00)

#18

RESOLUTION #051325-05

**A RESOLUTION APPROVING A
PUBLIC SERVICE AGREEMENT BETWEEN POLK COUNTY, IOWA
AND THE CITY OF PLEASANT HILL, IOWA FOR THE RESURFACING OF
PARKRIDGE AVENUE**

WHEREAS, the Pleasant Hill City Council has reviewed the proposed Agreement for Cooperative Public Service between Polk County, Iowa and the City of Pleasant Hill, Iowa for the resurfacing of a portion of Parkridge Avenue;

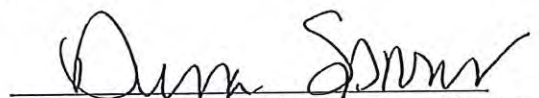
WHEREAS, said Agreement for Cooperative Public Service between Polk County, Iowa and the City of Pleasant Hill, Iowa is attached to and made a part of this resolution;

BE IT THEREFORE NOW RESOLVED by the City Council of Pleasant Hill, Iowa, that the Pleasant Hill City Council does hereby approve the Agreement for Cooperative Public Service between Polk County, Iowa and the City of Pleasant Hill, Iowa, as attached.

ADOPTED May 13, 2025.


Sara Kurovski, Mayor

ATTEST:


Dena Spooner, City Clerk/Finance Director

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 98-25 to approve a Cooperative Public Service Agreement with the City of Pleasant Hill for the resurfacing sections of SE Parkridge Dr and SE 6th Ave within Pleasant Hill's jurisdiction.

Agenda Date: June 17, 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: None.

Comply with Policy: Yes.

Background: Portions of SE Parkridge Dr and SE 6th Ave within Pleasant Hill's jurisdiction are in need of paving. Polk County developed a Cooperative Service Agreement for the 2025-26 Local HMA Resurfacing Project which details the funding and project development responsibilities of each party. Pleasant Hill is to pay the project contractor directly for the work in the city's jurisdiction.

Action Impact: Allows the project to proceed.

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
25/26	N		N		N	200260206.78820	200260206.52790

Additional Fiscal Note Information (optional): Funding split Pleasant Hill (\$62,899.88) and Polk County (\$0.00)

RESOLUTION

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

WHEREAS, by Resolution 182-24, dated October 8, 2024, Polk County, Iowa authorized the Chair of the Polk County Board of Supervisors to sign the revised Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program and directed the Public Works Department to submit same to the Iowa Department of Transportation on behalf of Polk County, Iowa; and

WHEREAS, the Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included Project "RCB Culvert New – Twin Box on NE 38th St, over Deer Creek" (Project No STP-S-C077(246)--7M-77); and

WHEREAS, in order to facilitate construction and future maintenance the Polk County Public Works Department has negotiated the following easement agreements:

<u>STP-S-C077(246)--7M-77</u>	<u>Amount</u>	<u>Purchase</u>
Uncle Bud Farms, LLC	\$4,080.00	Permanent Easement
	\$ 420.00	Temporary Easement
DRA Properties LC	\$2,250.00	Permanent Easement
	\$ 240.00	Temporary Easement

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached permanent and temporary easement agreements and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreements on behalf of Polk County, Iowa; and

BE IT FURTHER RESOLVED that the County Auditor is hereby directed to record the Agreements 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

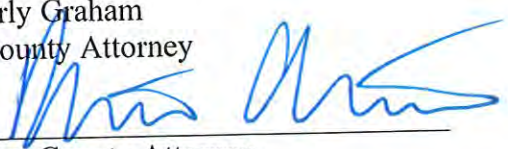
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: Easements to be paid from the Secondary Roads Fund.

#19

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 99-25 to approve permanent and temporary easement agreements for project RCB Culvert New – Twin Box on NE 38th Street over Deer Creek (Project No. STP-S-C077(246)--7M-77).

Agenda Date: June 17, 2025

Contact Individual: Rachel Conrad, P.E., Assistant County Engineer, Polk County Public Works Department, 286-3705.

Previous Action taken by the Board: Resolution 182-24 signing the 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included project “Project “RCB Culvert New – Twin Box on NE 38th St, over Deer Creek” (Project No STP-S-C077(246)--7M-77)” and in order to facilitate construction and future maintenance of the project the Polk County Public Works Department has negotiated the temporary and permanent easement agreements.

Action Impact:

Fiscal Note: Costs will be covered by the Secondary Roads 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	\$6,990.00		N	200260201.78600	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, by Resolution 182-24, dated October 8, 2024, Polk County, Iowa authorized the Chair of the Polk County Board of Supervisors to sign the revised Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program and directed the Public Works Department to submit same to the Iowa Department of Transportation on behalf of Polk County, Iowa; and

WHEREAS, the Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included Project "Bridge Replacement - PPCB On NE Devotie Dr, over Camp Creek"; and

WHEREAS, Federal funds are available to pay for the Project through the Iowa Department of Transportation's Stewardship and Oversight Agreement with the Federal Highway Administration; and

WHEREAS, the Project was publicly let for bids and included in the "May 20, 2025 Iowa Department of Transportation letting" with the following results:

<u>STP-S-C077(247)--7M-77:</u>	
CRAMER AND ASSOCIATES, INC.	\$703,078.67
DIXON CONSTRUCTION COMPANY	\$715,008.52
JASPER CONSTRUCTION SERVICES, INC.	\$717,982.11
HERBERGER CONSTRUCTION COMPANY, INC.	\$735,158.37
IOWA CIVIL CONTRACTING, INC.	\$969,060.22
JENCO CONSTRUCTION, INC.	\$1,206,450.65

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from Cramer and Associates, Inc., Iowa in the amount of \$703,078.67; and

WHEREAS, it may be necessary to temporarily close these project routes to facilitate construction.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards the Project to Cramer and Associates, Inc in the amount of seven hundred three thousand seventy-eight and 67/100 (\$703,078.67); and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the Contract with Cramer and Associates, Inc, adopts the Contract and authorizes the Director of Public Works or the County Engineer to electronically sign the Contract and bond on behalf of Polk

County through the Iowa Department of Transportation's Doc Express project administration system upon receipt of a certificate of insurance and bond; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Public Works Department to administer the terms of the Contract, temporarily close certain project roadways as necessary to facilitate construction, and approve amendments or change orders to this Contract on behalf of Polk County.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

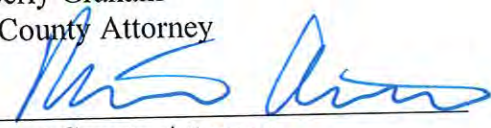
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE:

Total Project Contract Amount:	\$703,078.67
Iowa DOT STBG Funds Awarded:	\$550,000.00
Polk County Secondary Roads Funds:	\$153,078.67

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 100-25 to accept the bid of \$703,078.67 received from Cramer and Associates, Inc, Grimes, Iowa for Project No. STP-S-C077(247)--7M-77, Bridge Replacement - PPCB On NE Devotie Dr, over Camp Creek.

Agenda Date: June 17, 2025

Contact Individual: Rachel Conrad, P.E., Assistant County Engineer, Polk County Public Works Department, 286-3705.

Previous Action taken by the Board: Resolution 133-24 approved the Iowa Department of Transportation Funding Agreement for Project No. STP-S-C077(247)--7M-77, Bridge Replacement Project.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background:. The Fiscal Year 2025 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program included project "Bridge Replacement - PPCB On NE Devotie Dr, over Camp Creek" and the project was publicly let for bids on the May 20, 2025 Iowa Department of Transportation letting with Cramer and Associates, Inc. submitting the most responsive and responsible bid for the project. It is the recommendation of the Public Works Department to accept the bid of \$703,078.67 from Cramer and Associates, Inc. This project includes Polk County's use of federal STBG funds that are allocated and administered by the Iowa Department of Transportation. The matching funds must come from Local Road Use Tax Funds.

Action Impact:

Fiscal Note: All construction costs to be funded using Federal STBG funds in the amount of \$550,000.00 previously awarded to Polk County for this project and \$153,078.67 from the Secondary Roads budget.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$703,078.67	\$550,000.00	N	200260202.78960	200260202.52410

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Polk County Public Works Department operates various programs related to housing services, air quality, secondary roads, engineering, county development, and water resources on behalf of Polk County; and

WHEREAS, in furtherance of its operations, the Public Works Department recommends hundreds of contracts and agreements per year to be approved by Polk County; and

WHEREAS, to promote operational efficiency, the Director of the Polk County Public Works Department requests the Polk County Board of Supervisors authorize the Director to continue to enter into and approve contracts in the name of Polk County without further resolution from the Board of Supervisors; and

WHEREAS, the Interim Polk County Administrator has reviewed this request and recommends the Board of Supervisors grant the Director of the Polk County Public Works Department the authority to continue to enter into and approve contracts in the name of Polk County subject to certain limitations.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa grants the Director of the Polk County Public Works Department the authority to continue to enter into and approve contracts on behalf of Polk County, Iowa subject to the following limitations:

- (1) The amount of any contract shall not exceed \$15,000.00;
- (2) The amount of any contract shall not obligate funds that are not within the Public Works budget;
- (3) The contract shall not be for a term, including any applicable renewal, of longer than three years;
- (4) The contract shall be reviewed and approved as to form by the Polk County Attorney's Office prior to final approval and execution;
- (5) The Board of Supervisors may revoke said authority at any time for any reason or no reason;
- (6) The Director shall provide to the Board of Supervisors a quarterly list and brief description of all projects approved under this policy.

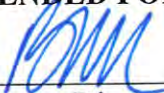
BE IT FURTHER RESOLVED that the Chair of the Polk County Board of Supervisors is authorized to sign this resolution on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



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. 101-25 to approve authority of the Public Works Director to sign and bind Polk County to contracts and agreements under \$15,000.

Agenda Date: June 17, 2025

Contact Individual: Bret VandeLune, Director, Polk County Public Works Department, 286-2290.

Previous Action taken by the Board: Prior resolution granting authority runs thru July 1, 2025.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Polk County Public Works Department operates various programs related to housing services, air quality, secondary roads, engineering, county development, and water resources on behalf of Polk County. To continue to promote operational efficiency, the Director of the Polk County Public Works Department requests the Polk County Board of Supervisors continue to authorize the Director to enter into and approve contracts and agreements in the name of Polk County without further resolution from the Board of Supervisors. A quarterly report with each contract and agreement signed will continue to be provided to the Board of Supervisors. The amount of any contract or agreement will continue to only obligate funds that are within the Public Works budget. Contracts will continue to be limited to a term, including any applicable renewal, of three years. Each contract and agreement will continue to be reviewed and acceptable to the Polk County Attorney's Office prior to final approval.

Action Impact: Provides the Public Works Director with the authority to sign and bind Polk County to contracts and agreements under \$15,000.

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
25/26							
26/27							

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, the Polk County Public Works Department, on behalf of Polk County, applied for and was awarded a grant from the United States Department of Housing and Urban Development (HUD) to assist older adults with staying in their home longer by installing high impact home modifications designed to assist with aging in place; and

WHEREAS, Polk County, Iowa entered into an agreement with HUD by resolution on September 10, 2024 to implement this grant; and

WHEREAS, through conversations with HUD, it is necessary to amend the agreement in order to successfully administer and complete the grant in the established time period.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the request letter to amend the agreement with HUD for the Older Adults Home Modification Program grant and authorizes the Chair of the Polk County Board of Supervisors to sign said request letter as the Authorizing Official relating to the grant 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 VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Assistant County Attorney

Fiscal Note: Expenses and revenues will be tracked in fund 8 – Svc Elderly/Grants, during the life of the grant, approximately two more years.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 102-25 approving the request letter for an agreement amendment with the United States Department of Housing and Urban Development (HUD) for the Polk County Older Adults Home Modification Program.

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: Approved resolution No. 171-24 to enter into agreement with HUD.

Board/Commission Actions: Approval.

Comply with Policy: Yes.

Background: The Housing Services Division of Polk County Public Works Department applied for and was awarded a grant from HUD to assist older households with staying in their home longer by installing high impact home modifications designed to assist with aging in place. These services are provided free of charge to qualified households. Through discussions with HUD, it has been determined that an amendment to the agreement is needed in order to successfully administer and complete the grant in the time period established by the original agreement.

Action Impact: The proposed resolution will approve the request letter to be submitted to HUD and authorizes the Chair to sign the request letter as the Authorizing Official relating to the grant on behalf of Polk County, Iowa.

Fiscal Note: Expenses and revenues will be tracked in fund 8 – Svc Elderly/Grants, during the life of the grant, approximately two more years. The amount of the total grant award will remain the same. A portion of Staff salary and benefits are grant eligible. \$476,047.81 in personal services reimbursement increase with an equal amount decreased from project awards over the remaining term of the grant.

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	57,251	57,251	Y	80263404.77440	80263404.52440
25/26			502,033	502,033			
26/27			578,652	578,652			
27/28			111,994	111,994			

Additional Fiscal Note Information (optional): None.

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors desires to provide services to the elderly residents of Polk County through the Elderly Nutrition Program; and

WHEREAS, Polk County currently leases space from the City of Des Moines at several community centers throughout Des Moines which are being used by the Community, Family and Youth Services Department as congregate meal sites; and

WHEREAS, a formal lease has been prepared by the City of Des Moines for the congregate meal site located at the Pioneer Columbus Congregate Meal Site for a period of three (3) years from July 1, 2025 through June 30, 2028.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached Lease Agreement, with the City of Des Moines and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

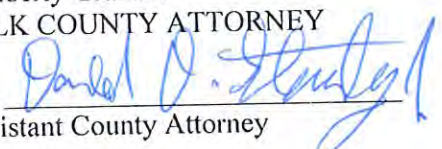
24/25 – 015

RECOMMENDED FOR APPROVAL:


Scott Ourth, Director
Department of General Services

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: The funds for the rental fee and CAM fee will be drawn from the General Services Department operating budget for the next three (3) fiscal years.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a three (3) year Lease Agreement with the City of Des Moines for Pioneer Columbus Congregate Meal Site.

Agenda Date: June 17, 2025

Contact Individual: Scott Ourth, Director General Services

Previous Action taken by the Board: Approval
Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: N/A

Background: Polk County leases space from the City of Des Moines at the Pioneer Columbus Congregate Meal Site, which is used by the Community, Family and Youth Services Department as a congregate meal site. The current lease agreement for the Pioneer Columbus Congregate Meal Site expires on June 30, 2025. The City of Des Moines has put together a formal lease agreement for a period of three (3) years from July 1, 2025 through June 30, 2028.

Action Impact: Approval for the rental of the Pioneer Columbus Congregate Meal Site

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26		\$15,369.00				
26/27		\$15,487.00				
27/28		\$15,608.00				

Additional Fiscal Note Information (optional): The funds for the rental fee and CAM fee will be drawn from the General Services Department operating budget for the next three (3) fiscal years.

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors desires to provide services to the elderly residents of Polk County through the Elderly Nutrition Program; and

WHEREAS, Polk County currently leases space from the City of Des Moines at several community centers throughout Des Moines which are being used by the Community, Family and Youth Services Department as congregate meal sites; and

WHEREAS, a formal lease has been prepared by the City of Des Moines for the congregate meal site located at the Scott Four Mile Community Center for a period of three (3) years from July 1, 2025 through June 30, 2028.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached Lease Agreement, with the City of Des Moines and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement.

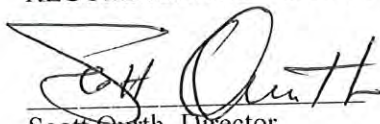
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

24/25 - 014

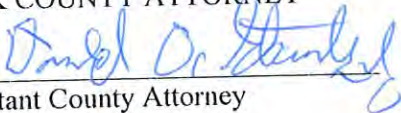
RECOMMENDED FOR APPROVAL:



Scott Ourth, Director
Department of General Services

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

FISCAL NOTE: The funds for the rental fee and CAM fee will be drawn from the General Services Department operating budget for the next three (3) fiscal years.

#24

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving a three (3) year Lease Agreement with the City of Des Moines for Scott Four Mile Congregate Meal Site.

Agenda Date: June 17, 2025

Contact Individual: Scott Ourth, Director General Services

Previous Action taken by the Board: Approval

Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: N/A

Background: Polk County leases space from the City of Des Moines at the Scott Four Mile Community Center, which is used by the Community, Family and Youth Services Department as a congregate meal site. The current lease agreement for the Scott Four Mile Congregate Meal Site expires on June 30, 2025. The City of Des Moines has put together a formal lease agreement for a period of three (3) years from July 1, 2025 through June 30, 2028.

Action Impact: Approval for the rental of the Scott Four Mile Community Center.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26		\$14,110.00				
26/27		\$14,259.00				
27/28		\$14,413.00				

Additional Fiscal Note Information (optional): The funds for the rental fee and CAM fee will be drawn from the General Services Department operating budget for the next three (3) fiscal years.

RESOLUTION

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

WHEREAS, on April 25, 2025, the Procurement and Purchasing Division issued a Request For Quotation (RFQ No. 175-2526) for medical waste services for Polk County buildings; and

WHEREAS, on May 8, 2025, two (2) quotations were received, with MedShred being the low bidder; and

WHEREAS, on May 8, 2025, Polk County posted its intent to award the Agreement For Medical Waste Services to MedShred; and

WHEREAS, the County desires to accept the Contractor's quote to provide the Medical Waste Services; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Medical Waste Disposal Services, with MedShred, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

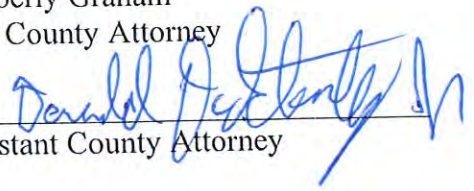
24/25-013

RECOMMENDED FOR APPROVAL:

By: 
Scott Ourth, Director
Polk County General Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Estimated annual cost for disposal of medical waste is \$30,000 annually.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Medical Waste Disposal Services, with Green Resource Management, Inc., d/b/a/ MedShred.

Agenda Date: June 12, 2025

Contact Individual: Scott Ourth, Director of General Services, ext. 3129.

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: The Polk County Procurement and Purchasing Division issued a Request for Quotation for the disposal of medical waste and various Polk County buildings. MedShred provided the low bid for these services.

Action Impact: Approval of this agreement will award medical waste disposal to MedShred for a one (1) year term, July 1, 2025 to June 30, 2026. This agreement has two (2), one (1) year options to extend if services have been satisfactory.

Fiscal Note: Estimated annual cost for disposal of medical waste is \$30,000 annually.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N		\$30,000.00		N		
26/27	N		\$30,000.00		N		
27/28	N		\$30,000.00		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on September 17, 2024, the Polk County Procurement and Purchasing Division issued a Request for Quotation (RFQ No. 191-2425) for presort mail services; and

WHEREAS, October 1, 2024, Mail Services, LLC submitted a quotation to Polk County; However, Pitney Bowes, the current contractor, was the low bidder for the award; and

WHEREAS, On April 4, 2025, Pitney Bowes notified Polk County that their Des Moines office will be closing and will need to terminate services. As the next low bidder, Mail Services was asked to take on these services to begin June 1, 2025; and

WHEREAS, the current contractor's services will be terminated as of May 31, 2025 and Mail Services, LLC will take over presort mail services for the remainder of the contract, through October 31, 2025.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Presort Mail Services, with Mail Services, LLC, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

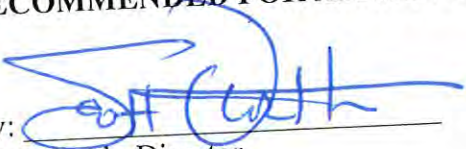
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

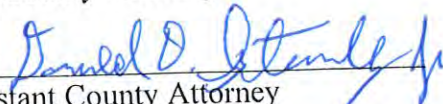
24/25-012

RECOMMENDED FOR APPROVAL:

By: 
Scott Ourth, Director
Polk County General Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Estimated annual cost for Presort Mail Services is \$25,000 annually.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Presort Mail Services, with Mail Services, LLC.

Agenda Date: June 12, 2025

Contact Individual: Scott Ourth, Director of General Services, ext. 3129.

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: In September 2024, Polk County Procurement and Purchasing published a Request For Quotation for Presort Mail Services. The services were awarded to Pitney Bowes. Pitney Bowes is terminating the services and Mail Services will be taking over the remainder of the service term.

Action Impact: Approval of this agreement will award presort mail services to Mail Services, LLC for the remainder of the agreement, through October 31, 2025. If service is satisfactory, we may offer two (2), one (1) year extensions.

Fiscal Note: Estimated annual cost for Presort Mail Services is \$25,000 annually.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N		\$25,000.00		N		
26/27	N		\$25,000.00		N		
27/28	N		\$25,000.00		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Brooks Borg Skiles Architecture Engineering, LLP (BBS) partnered with the Polk County Board of Supervisors, Global Neighbors, Community, Family & Youth Services, and General Services to create the Pre-Design, Conceptual Design, Schematic Design and Master Planning work for the Global Neighbors Welcome Center at 1900 Carpenter Avenue, Des Moines, Iowa; and

WHEREAS, A formal agreement has been prepared by General Services. The Consultant (BBS) shall provide for 1900 Carpenter Avenue, the future location of Global Neighbors, continuing design documentation with the intent to create a bid level set of drawings and specifications that will allow for the City of Des Moines permitting documents as well as for the use of building construction; and

WHEREAS, Polk County shall pay the Consultant a sum of one hundred sixty-two thousand, (\$162,000.00) dollars, for Architectural Design, Mechanical & Electrical Engineering services by BBS and the Structural Engineering services by Raker Rhodes Engineering for the Design Development and Construction Documents Phases. The County shall pay the Consultant an additional two thousand (\$2,000) dollars for the two (2) construction site visits during the Construction Phase as defined in this Agreement; and

WHEREAS, Polk County at its sole discretion, may request on-call Construction Phase support for Architectural Design, Mechanical Design, Mechanical & Electrical Engineering services by BBS and Structural Engineering services by Raker Rhodes Engineering on an hourly basis for an amount not to exceed twelve thousand (\$12,000) dollars. Total cost to Polk County will be one hundred sixty-four thousand (\$164,000.00), with the potential for an additional twelve thousand (\$12,000) paid at an hourly rate.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached Agreement, with the Brooks Borg Skiles Architecture and authorizes the Chairperson of the Polk County Board of Supervisors to sign said Agreement.

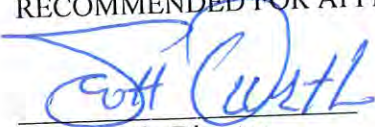
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

24/25 - 016

RECOMMENDED FOR APPROVAL:


Scott Ourth, Director
Department of General Services

#27

APPROVED AS TO FORM:

Kimberly Graham
POLK COUNTY ATTORNEY

By: 
Assistant County Attorney

FISCAL NOTE: Anticipated expense to the County \$164,000.00 for the duration of the project.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement between Polk County and Brooks Borg Skiles Architecture Engineering, LLP (BBS). The Consultant (BBS) shall provide for 1900 Carpenter Avenue, the future location of Global Neighbors, continuing design documentation with the intent to create a bid level set of drawings and specifications that will allow for the City of Des Moines permitting documents as well as for the use of building construction.

Agenda Date: June 17, 2025

Contact Individual: Scott Ourth, Director General Services

Previous Action taken by the Board: Approval
Board/Commission Actions: None

Action Requested (Recommended): Approval

Comply with Policy: N/A

Background: Brooks Borg Skiles Architecture Engineering, LLP (BBS) partnered with the Polk County Board of Supervisors, Global Neighbors, Community, Family & Youth Services, and General Services to create the Pre-Design, Conceptual Design, Schematic Design and Master Planning work for the Global Neighbors Welcome Center at 1900 Carpenter Avenue, Des Moines, Iowa

Action Impact:

Fiscal Note: Anticipated expense to the County \$164,000.00 for the duration of the project.

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26		\$164,000				

Additional Fiscal Note Information (optional): Polk County may request on-call Construction Phase support for Architectural Design, Mechanical Design, Mechanical & Electrical Engineering services by BBS and Structural Engineering services by Raker Rhodes Engineering on an hourly basis for an amount not to exceed twelve thousand (\$12,000) dollars.

RESOLUTION

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

WHEREAS, the Iowa Department of Health and Human Services requires each Disability Access Point to maintain specified detailed information on each individual served and each claim paid; and

WHEREAS, on February 25, 2025, the Iowa Department of Health and Human Services announced Polk County, Iowa as the recipient of the District 5 Disability Access Point award; and

WHEREAS, the Iowa State Association of Counties Technology Services is a 28E entity created for the Iowa State Association of Counties to work with counties, and other public or private entities affiliated with counties, to undertake technology services that would be more efficient and economical if provided jointly; and

WHEREAS, Polk County, Iowa wishes to enter into a Memorandum of Understanding with Iowa State Association of Counties Technology Services to utilize the Community Services Network as a management information system for the Disability Access Point; and

WHEREAS, the Memorandum of Understanding shall commence as of the date signed by Iowa State Association of Counties Technology Services and Polk County, Iowa and shall terminate on June 30, 2026.

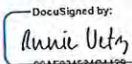
NOW, THEREFORE, BE IT RESOLVED, Polk County, Iowa approves the terms of the attached Memorandum of Understanding with Iowa State Association of Counties Technology Services and authorizes the Chair of the Polk County Board of Supervisors to sign said Memorandum of Understanding on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

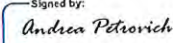
By:  _____
99AF93452M04129

#28

Annie Uetz, Director/District CEO
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Signed by:
A52A753F8E024C3
Assistant County Attorney

FISCAL NOTE: FY 25/26 Expense – N/A

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the Memorandum of Understanding with the Iowa State Association of Counties Technology Services.

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: A similar MOU was approved in October 2020 to transition the Polk County MHDS Region to the Community Services Network.

Board/Commission Actions: None

Comply with Policy: Yes

Background: The Polk County MHDS Region currently uses the Community Services Network as a management information system and sunsets effective 6/30/2025. In order to maintain detailed information on individuals served and claims paid, the Disability Access Points desire to use the Community Services Network as a management information system.

Action Impact: Approval of the Memorandum of Understanding allows Polk County to receive access to the Community Services Network as the District 5 Disability Access Point to track detailed information on each individual that received system navigation or short-term disability services.

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
25/26	N	0	\$0	\$0	N		

RESOLUTION

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

WHEREAS, Iowa Code Section 229.19 requires each county board of supervisors to appoint a Judicial Mental Health Advocate to represent the interests of individuals involuntarily hospitalized by court order; and

WHEREAS, Ms. Margaret Lano, Mr. Brett Michael, and Mr. Richey Thongvanh are currently appointed as Judicial Mental Health Advocates for Polk County; and

WHEREAS, Polk County, Iowa and Mr. Michael desire to enter-into a new Agreement to set forth the terms under which Mr. Michael may serve as the On-Call Judicial Mental Health Advocate for Polk County, Iowa; and

WHEREAS, Polk County, Iowa and Mr. Thongvanh desire to enter-into a new Agreement to set forth the terms under which Mr. Thongvanh may serve as the On-Call Judicial Mental Health Advocate for Polk County, Iowa; and

WHEREAS, by entering into the Agreements for Judicial Mental Health Advocates, the total amount of compensation would increase 3% to reflect cost of living increases and each agreement is not to exceed \$50,000 during FY25/26; and

WHEREAS, the Polk County Behavioral Health and Disability Services Department shall monitor compliance with and administer this Agreement; and

WHEREAS, House File 2673, effective July 1, 2025, transfers the responsibility for funding and managing Judicial Mental Health Advocate Services from the Mental Health and Disability Services Regions to the statewide Behavioral Health Administrative Services Agency (BH-ASO); and

WHEREAS, Polk County is responsible for any eligible Judicial Mental Health Advocate-related costs incurred for services that are not otherwise reimbursed by the BH-ASO.

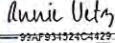
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached On-Call Judicial Mental Health Advocate Agreements with Mr. Michael and Mr. Thongvanh and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreements on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

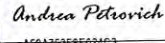
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: DocuSigned by:

92AF831324C44229
Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Signed by:

A52A753F4E02403...
Assistant County Attorney

FISCAL NOTE: FY25/26 - Expenses not to exceed \$100,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving On-Call Judicial Mental Health Advocate Agreements for Judicial Mental Health Advocate services.

Agenda Date: June 17, 2024

Contact Individual: Annie Uetz, Director – Behavioral Health and Disability Services Dept.
515-286-3580

Previous Action taken by the Board: A similar agreement was approved in December, 2024.

Board/Commission Actions: N/A

Comply with Policy: This action is required to implement 3% cost of living adjustments.

Background: Iowa Code Section 229.19 requires county boards of supervisors to appoint a Judicial Mental Health Advocate to represent the interests of patients involuntarily hospitalized by the court. In December 2024, Mr. Brett Michael and Mr. Richey Thongvanh were appointed as Judicial Mental Health Advocates for Polk, Jasper, and Marion Counties. In January, 2025, Ms. Margaret Lano was appointed as the fulltime Polk County Judicial Mental Health Advocate. Mr. Michael is the designated Judicial Mental Health Advocate for Jasper and Marion Counties. As designated in Iowa Administrative Code 441-305.6(229), Mr. Thongvanh assists with clerical support and quality assurance activities for Judicial Mental Health Advocate services. Effective July 1, 2025, House File 2673 shifts the responsibility for managing and paying for Judicial Mental Health Advocate Services to the statewide Behavioral Health Administrative Services Agency (BH-ASO). If the BH-ASO does not reimburse the full amount of eligible Judicial Mental Health Advocate related expenses, Polk County is responsible to pay for the total amount of any unreimbursed eligible expenses.

Action Impact: Approval of these agreements sets for the terms of payments, administration, and oversight of the appointed On-Call Judicial Mental Health Advocates.

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
25/26	N	0	\$100,000	\$100,000	N	10443122.84075.395	10443416.52710

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on May 15, 2024, House File 2673 transferred the management of disability services from the local Mental Health and Disability Services (MHDS) Regions to the Division of Aging & Disability Services with the following intentions: (1) focus on systems of support, care, and connection for all Iowans and families with disability-related needs; (2) identify additional organizations to participate in the statewide Aging and Disability Resource Center (ADRC) Network; and (3) create a Disability Services System; and

WHEREAS, the Iowa Department of Health and Human Services has divided the State of Iowa into seven Districts where Polk County, Iowa resides in District 5 along with the following counties: Hamilton, Greene, Boone, Story, Dallas, Jasper, Madison, Warren, Marion, Clarke, Lucas, Decatur, and Wayne; and

WHEREAS, on March 25, 2025, Polk County, Iowa and the Iowa Department of Health and Human Services entered into Contract ADSCI25015 to fund and set forth the terms under which Polk County will administer services as the District 5 Disability Access Point; and

WHEREAS, Polk County, Iowa and the Iowa Department of Health and Human Services desire to amend Contract ADSCI25015 to include integrated services and rental assistance services through December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED, Polk County, Iowa does hereby approve the terms of the attached First Amendment to Contract ADSCI25015 with the Iowa Department of Health and Human Services and authorizes the Chair of the Polk County Board of Supervisors to sign the First Amendment to Contract ADSCI25015 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: 

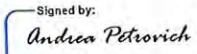
Annie Uetz, Director/District CEO

#30

Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 Revenue - \$7,726,700

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the First Amendment to the Polk County, Iowa Disability Access Point Contract ADSCI25015 with the Iowa Department of Health and Human Services.

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: None

Board/Commission Actions: None

Comply with Policy: Yes

Background: On March 25, 2025, the Board of Supervisors approved a contract for Disability Access Points with Iowa HHS. The Contract, ADSCI25015, is for one year and has an option to extend the Contract with up to 3 additional 1-year extensions. This contract is for the provision of navigation services to access disability services within District 5. The contract is being amended to add integrated services and rental assistance services to the scope of work and to include funding through December 31, 2025 to ensure continuity of care.

Action Impact: Approval of the first amendment to the Iowa Department of Health and Human Services Contract, ADSCI25015, allows Polk County to receive funding and support for operating as a Disability Access Point and ensure continuity of care.

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	Y	0	\$145,000	\$0	Y	10443416.84032.329 10443416.84033.345	10444000.52710
25/26	Y	0	\$7,581,700	\$7,726,700	N	10443416.84032.329 10443416.84033.345	10444000.52710

RESOLUTION

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

WHEREAS, Iowa Code Section 229.19 requires each county board of supervisors to appoint a Judicial Mental Health Advocate to represent the interests of individuals involuntarily hospitalized by court order; and

WHEREAS, Ms. Margaret Lano, Mr. Brett Michael, and Mr. Richey Thongvanh are currently appointed as Judicial Mental Health Advocates for Polk County; and

WHEREAS, Mr. Brett Michael is currently appointed Judicial Mental Health Advocate for Jasper County and Marion County; and

WHEREAS, Polk County, Jasper County, and Marion County have agreed that it is in the best interests of all three counties to designate a single administrative entity to be responsible for receipt of revenues and payment for services related to shared Judicial Mental Health Advocate Services; and

WHEREAS, Jasper and Marion County have agreed that Polk County shall act as the single administrative entity responsible for Mr. Michael in his role as Judicial Mental Health Advocate for each of their respective counties; and

WHEREAS, House File 2673, effective July 1, 2025, transfers the responsibility for funding and managing Judicial Mental Health Advocate Services from the Mental Health and Disability Services Regions to the statewide Behavioral Health Administrative Services Agency (BH-ASO); and

WHEREAS, Jasper County and Marion County have agreed to reimburse Polk County for any eligible Judicial Mental Health Advocate-related costs incurred for Mr. Michael's services that are not otherwise reimbursed by the BH-ASO; and

WHEREAS, Polk County, Iowa wishes to enter-into a Memorandum of Understanding with Jasper County, Iowa to clearly define the terms of payments, administration, and oversight of Mr. Michael as the appointed Judicial Mental Health Advocate and shared Judicial Mental Health Advocate Services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Memorandum of Understanding with Jasper County and authorizes the Chair of the Polk County Board of Supervisors to sign said Memorandum of Understanding 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: DocuSigned by:
Annie Uetz
Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Signed by:
Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Revenue of \$0

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Understanding with Jasper County, Iowa for shared Judicial Mental Health Advocate Services.

Agenda Date: June 17, 2024

Contact Individual: Annie Uetz, Director – Behavioral Health and Disability Services Dept.
515-286-3580

Previous Action taken by the Board: A similar MOU was approved in December, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code Section 229.19 requires county boards of supervisors to appoint a Judicial Mental Health Advocate to represent the interests of patients involuntarily hospitalized by the court. In December 2024, Mr. Brett Michael was appointed as the temporary full-time Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties. Jasper and Marion Counties have previously followed prescribed compensation for their Mental Health and Disability Services Regions. Effective July 1, 2025, House File 2673 shifts the responsibility for managing and paying for Judicial Mental Health Advocate Services to the statewide Behavioral Health Administrative Services Agency (BH-ASO). If the BH-ASO does not reimburse the full amount of eligible Judicial Mental Health Advocate related expenses, Jasper and Marion Counties agree to reimburse Polk County for the total amount of any unreimbursed eligible expenses. Mr. Michael will continue to serve as part-time Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties.

Action Impact: Approval of this MOU sets for the terms of payments, administration, and oversight of the appointed shared Judicial Mental Health Advocate.

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
25/26	N	0	\$0	\$0	N	n/a	10443122.52790

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Iowa Code Section 229.19 requires each county board of supervisors to appoint a Judicial Mental Health Advocate to represent the interests of individuals involuntarily hospitalized by court order; and

WHEREAS, Ms. Margaret Lano, Mr. Brett Michael, and Mr. Richey Thongvanh are currently appointed as Judicial Mental Health Advocates for Polk County; and

WHEREAS, Mr. Brett Michael is currently appointed Judicial Mental Health Advocate for Jasper County and Marion County; and

WHEREAS, Polk County, Jasper County, and Marion County have agreed that it is in the best interests of all three counties to designate a single administrative entity to be responsible for receipt of revenues and payment for services related to shared Judicial Mental Health Advocate Services; and

WHEREAS, Jasper and Marion County have agreed that Polk County shall act as the single administrative entity responsible for Mr. Michael in his role as Judicial Mental Health Advocate for each of their respective counties; and

WHEREAS, House File 2673, effective July 1, 2025, transfers the responsibility for funding and managing Judicial Mental Health Advocate Services from the Mental Health and Disability Services Regions to the statewide Behavioral Health Administrative Services Agency (BH-ASO); and

WHEREAS, Jasper County and Marion County have agreed to reimburse Polk County for any eligible Judicial Mental Health Advocate-related costs incurred for Mr. Michael's services that are not otherwise reimbursed by the BH-ASO; and

WHEREAS, Polk County, Iowa wishes to enter-into a Memorandum of Understanding with Marion County, Iowa to clearly define the terms of payments, administration, and oversight of Mr. Michael as the appointed Judicial Mental Health Advocate and shared Judicial Mental Health Advocate Services.

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

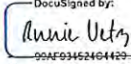
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

#32

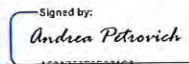
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:  DocuSigned by:
90AF03462404420
Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:  Signed by:
A52A753F8E024C3
Assistant County Attorney

FISCAL NOTE: Revenue of \$0

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Understanding with Marion County, Iowa for shared Judicial Mental Health Advocate compensation.

Agenda Date: June 17, 2024

Contact Individual: Annie Uetz, Director – Behavioral Health and Disability Services Dept.
515-286-3580

Previous Action taken by the Board: A previous MOU was approved in December, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code Section 229.19 requires county boards of supervisors to appoint a Judicial Mental Health Advocate to represent the interests of patients involuntarily hospitalized by the court. In December 2024, Mr. Brett Michael was appointed as the temporary full-time Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties. Jasper and Marion Counties have previously followed prescribed compensation for their Mental Health and Disability Services Regions. Effective July 1, 2025, House File 2673 shifts the responsibility for managing and paying for Judicial Mental Health Advocate Services to the statewide Behavioral Health Administrative Services Agency (BH-ASO). If the BH-ASO does not reimburse the full amount of eligible Judicial Mental Health Advocate related expenses, Jasper and Marion Counties agree to reimburse Polk County for the total amount of any unreimbursed eligible expenses. Mr. Michael will continue to serve as part-time Judicial Mental Health Advocate for Polk, Jasper, and Marion Counties.

Action Impact: Approval of this MOU sets for the terms of payments, administration, and oversight of the appointed shared Judicial Mental Health Advocate.

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
25/26	N	0	\$0	\$0	N	n/a	10443122.52790

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, effective July 1, 2022, Polk County, Iowa entered into a three-year memorandum of agreement with the Ankeny Community School District whereby the County contributed toward the expenses of the Ankeny Substance Abuse Project (ASAP); and

WHEREAS, the Ankeny Community School District has requested that the annual grant in the amount of \$18,450.00 be continued for an additional one year term; and

WHEREAS, Polk County, Iowa and the Ankeny Community School District desire to enter into a new Memorandum of Agreement for providing funds to the Ankeny Substance Abuse Project (ASAP) effective July 1, 2025 through June 30, 2026; and

WHEREAS, this level of service is included in Polk County's FY2025/2026 budget for substance abuse services; and

WHEREAS, the continuance of the one-year Agreement is conditional upon the availability of budgeted funds, satisfactory performance by the Provider, and the Provider's continued compliance with the terms of the Memorandum of Agreement.

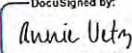
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Memorandum of Agreement with the Ankeny Community School District for substance abuse prevention and early intervention services and authorizes the Chair of the Polk County Board of Supervisors to sign said Memorandum of Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy
Chair, Polk County Board of Supervisors

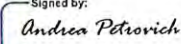
RECOMMENDED FOR APPROVAL:

By:  _____
Annie Uetz, Director
Behavioral Health and Disability Services

#33

APPROVED AS TO FORM:

Kimberly A. Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 \$18,450.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Memorandum of Agreement with the Ankeny Community School District for funding of the Ankeny Substance Abuse Project (ASAP).

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: The Board previously approved a similar MOA that was in effect from July 1, 2022 through June 30, 2025 for ASAP funding. The Ankeny Community School District desires to renew the agreement with Polk County, Iowa through June 30, 2026.

Board/Commission Actions: The Polk County Behavioral Health and Disability Services Department recommends the Board of Supervisors approve this MOA as funds are available in Polk County's FY25/26 budget for Substance Abuse Services to provide this level of service.

Background: Polk County has supported the ASAP program for many years. The funding agreement helps to support a community wide substance abuse effort. Other partners of ASAP include DMACC and the City of Ankeny.

Action Impact: The agreement will provide funding for services in an amount not to exceed \$18,450.00 for each fiscal year through June 30, 2026.

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
25/26	N	N/A	\$18,450	\$0	N	20443510.83511	

Additional Fiscal Note Information (optional): This Agreement is for a one-year term vs the usual three-year term due to the State's transition to the BH-ASO model of service delivery.

RESOLUTION

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

WHEREAS, effective July 1, 2022 through June 30, 2025, Polk County, Iowa engaged in a Provider Agreement with Employee and Family Resources, administered by the Polk County Behavioral Health & Disability Services Department; and

WHEREAS, Polk County, Iowa, and the above listed Provider desire to renew their Agreement; and

WHEREAS, Polk County, Iowa desires that Employee and Family Resources perform substance use prevention services on behalf of Polk County; and

WHEREAS, the cost of services purchased through this Provider Agreement would decrease from \$172,851 to \$142,162; and

WHEREAS, funds are available in the Polk County Fund 2 Budget for FY25/26 to provide these levels of services; and

WHEREAS, Polk County, Iowa and above listed provider wish to enter into a Business Associate Agreement to comply with requirements of HIPAA and associated regulations.

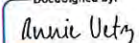
NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached Agreement for Services and Business Associate Agreement with Employee and Family Resources for substance use prevention services effective July 1, 2025 and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement and Business Associate Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy
Chair, Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

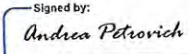
DocuSigned by:

99AF934524C4429
Annie Uetz, Director

#34

Polk County Behavioral Health and Disability Services

APPROVED AS TO FORM:

Kimberly A. Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 \$142,162

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Provider Agreement and Business Associate Agreement with Employee and Family Resources

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health and Disability Services Department
286-3580

Previous Action taken by the Board: Polk County, Iowa has prior Agreements with EFR for services and as Business Associates in compliance with HIPAA. Polk County Behavioral Health & Disability Services was designated as the administrator of that prior Agreement. The previous Agreement is set to expire on June 30, 2025.

Board/Commission Actions: n/a

Comply with Policy: Yes

Background: An Agreement is being renewed with Polk County, Iowa, and its Behavioral Health and Disability Services Department as the administrator. The Agreement is for substance use prevention.

Action Impact: The total amount for this contract will decrease to \$142,162.

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
25/26	N	0	\$142,162	\$0	N	20443510.83511	
26/27							

Additional Fiscal Note Information (optional): The previous Agreements included the Employee Assistance Program (EAP) which served the employees of Polk County. That portion of the Agreement is being moved to the Human Resources Department and therefore removed from this Agreement. Additionally, this Agreement is for a one-year term vs the usual three-year term due to the State's transition to the BH-ASO model of service delivery.

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for youth substance misuse prevention projects that build social supports and relationships with caring adults called the Prevention Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, organizations will be awarded up to \$100,000.00 in FY2025-2026 for their 18-month project period; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the project application submitted by Community Youth Concepts should be funded by the Opioid Settlement Funds; and

WHEREAS, Community Youth Concepts is seeking \$60,180.00 for an Opioid Settlement Fund Prevention Grant to expand their Teen Outreach Program, an evidence-based program that reduces risky behaviors such as substance misuse among youth participants; and

WHEREAS, Polk County and Community Youth Concepts desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Prevention Grant in the amount of \$60,180.00 to Community Youth Concepts and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

#35

RECOMMENDED FOR APPROVAL:

By: DocuSigned by: Annie Jetz
Annie Jetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Signed by: Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$60,180.00 FY25/26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Prevention Grant to Community Youth Concepts.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As a part of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, \$500,000.00 is budgeted for FY25-26 for projects that prevent substance misuse in Polk County. An 18-month Prevention Grant of up to \$100,000.00 was created from feedback from community stakeholders and provides technical assistance as well as funding to strengthen youth prevention programs in Polk County. Community Youth Concepts applied for a grant to expand Teen Outreach Project, an evidence-based program that reduces risky behaviors such as substance misuse among youth participants and looks to strengthen data collection with the technical assistance provided.

Action Impact: The adoption of this resolution will award \$60,180.00 of Opioid Settlement Funds to Community Youth Concepts and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Prevention Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$60,180.00	\$0	N	350443520. 77491.007	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for youth substance misuse prevention projects that build social supports and relationships with caring adults called the Prevention Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, organizations will be awarded up to \$100,000.00 in FY2025-2026 for their 18-month project period; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the project application submitted by Friends of YJI should be funded by the Opioid Settlement Funds; and

WHEREAS, Friends of YJI is seeking \$28,407.00 for an Opioid Settlement Fund Prevention Grant to expand evidence-based prevention programming for youth through Youth Justice Initiative’s Collective Community Care Project; and

WHEREAS, Polk County and Friends of YJI desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Prevention Grant in the amount of \$28,407.00 to Friends of YJI and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

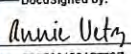
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

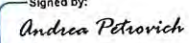
#36

RECOMMENDED FOR APPROVAL:

By: DocuSigned by:

Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Signed by:

Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$28,407.00 FY25/26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Prevention Grant to Friends of YJI.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As a part of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, \$500,000.00 is budgeted for FY25-26 for projects that prevent substance misuse in Polk County. An 18-month Prevention Grant of up to \$100,000.00 was created from feedback from community stakeholders and provides technical assistance as well as funding to strengthen youth prevention programs in Polk County. Friends of YJI applied for a grant to expand evidence-based prevention programming they already provide for teens to a pre-teen audience through Youth Justice Initiative's Collective Community Care Project and looks to strengthen data collection with the technical assistance provided.

Action Impact: The adoption of this resolution will award \$28,407.00 of Opioid Settlement Funds to Friends of YJI and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Prevention Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$28,407.00	\$0	N	350443520. 77491.007	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for youth substance misuse prevention projects that build social supports and relationships with caring adults called the Prevention Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, organizations will be awarded up to \$100,000.00 in FY2025-2026 for their 18-month project period; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the project application submitted by Kingdom Living Iowa (doing business as RISE Recovery Center) should be funded by the Opioid Settlement Funds; and

WHEREAS, Kingdom Living Iowa is seeking \$100,000.00 for an Opioid Settlement Fund Prevention Grant to expand culturally responsive prevention services for families led by peer recovery coaches from communities of color through their BIPOC and Family Mentorship Program; and

WHEREAS, Polk County and Kingdom Living Iowa desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Prevention Grant in the amount of \$100,000.00 to Kingdom Living Iowa and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair

#37

Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$100,000.00 FY25/26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Prevention Grant to Kingdom Living Iowa (d.b.a. RISE Recovery Center).

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As a part of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, \$500,000.00 is budgeted for FY25-26 for projects that prevent substance misuse in Polk County. An 18-month Prevention Grant of up to \$100,000.00 was created from feedback from community stakeholders and provides technical assistance as well as funding to strengthen youth prevention programs in Polk County. RISE Recovery Center applied for a grant to expand culturally responsive prevention services for families led by peer recovery coaches from communities of color through their BIPOC and Family Mentorship Program and looks to strengthen data collection with the technical assistance provided.

Action Impact: The adoption of this resolution will award \$100,000.00 of Opioid Settlement Funds to Kingdom Living Iowa and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Prevention Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$100,000.00	\$0	N	350443520. 77491.007	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, Steps of Hope Iowa was awarded an Opioid Settlement Fund Harm Reduction Supplies Grant for \$50,000.00 in August 2024, and from the awarded funding has to date distributed over 2,100 doses of naloxone, installed 18 outdoor naloxone dispensary boxes, and conducted community engagement on the reduction of stigma surrounding substance use disorder; and

WHEREAS, Polk County reviewed a project proposal from Steps of Hope Iowa for FY25-26 to build upon this success and determined that the project proposal should be funded by the Opioid Settlement Funds; and

WHEREAS, Steps of Hope Iowa is seeking \$100,000.00 for an Opioid Settlement Fund Grant for FY25-26 to at least double the reach of their Naloxone Dispensary Box Project in Polk County to meet a growing community demand for overdose prevention education and materials and build sustainable infrastructure for their program; and

WHEREAS, Polk County and Steps of Hope Iowa desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of an Opioid Settlement Fund Grant in the amount of \$100,000.00 to Steps of Hope Iowa and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair

Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: DocuSigned by:
Annie Uetz
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Signed by:
Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$100,000.00 FY25/26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Grant to Steps of Hope Iowa.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As a part of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, \$500,000.00 is budgeted for FY25-26 for projects that prevent substance misuse in Polk County. Steps of Hope Iowa previously received \$50,000.00 in Opioid Settlement Fund grant funding for overdose prevention supplies and education in August 2024, and throughout the grant period has demonstrated a significant impact on the community through the installation of 18 outdoor naloxone dispensary boxes, the distribution of over 2,100 doses of naloxone to date, and outreach, especially with youth and young adults, on fentanyl awareness and prevention. Steps of Hope Iowa was presented with the opportunity to write a project proposal for additional funding to expand upon this work and proposed a plan to at least double naloxone distribution and create a sustainable system for box restocking. Steps of Hope Iowa will also participate in the technical assistance opportunity provided to the Prevention Grantees and looks to strengthen data collection and sustainability with the technical assistance provided.

Action Impact: The adoption of this resolution will award \$100,000.00 of Opioid Settlement Funds to Steps of Hope Iowa and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Opioid Settlement Fund Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$100,000.00	\$0	N	350443520. 77491.007	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for projects that have an immediate, direct impact on people with lived experience of substance use disorders and co-occurring disorders, called the Supports for People with Lived Experience Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E, Schedule A: Letter A, B, C, D, or H to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, five organizations will be awarded up to \$100,000.00 per fiscal year for FY2025-2026 and FY2026-2027, or in one payment of up to \$200,000.00 in FY2025-2026, for their project; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the project application submitted by Bridges of Iowa should be funded by the Opioid Settlement Funds; and

WHEREAS, Bridges of Iowa is seeking \$200,000.00 for an Opioid Settlement Fund Supports for People with Lived Experience Grant to provide in-house mental health counseling in their substance use disorder treatment program through their Integrated Behavioral Health Initiative; and

WHEREAS, Polk County and Bridges of Iowa desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Supports for People with Lived Experience Grant in the amount of \$200,000.00 to Bridges of Iowa and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

#39

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$100,000.00 FY25/26 and \$100,000.00 FY26/27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant award to Bridges of Iowa.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As outlined in Priority Area 4 of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, five organizations will be awarded Supports for People with Lived Experience Grants of up to \$200,000.00 for projects that support people with lived experience of substance use. Bridges of Iowa applied for a grant to hire a Licensed Mental Health Therapist to provide in-house counseling in their substance use treatment programs. Providing integrated care—multiple health services within one facility to treat the whole person—will result in better outcomes for people in treatment, and grant funding will cover costs for under and uninsured individuals needing mental health therapy. Bridges of Iowa will receive two payments of \$100,000.00, one in in FY25/26 and one in FY26/27, for this grant.

Action Impact: The adoption of this resolution will award \$200,000.00 of Opioid Settlement Funds to Bridges of Iowa and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Supports for People with Lived Experience Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$100,000.00	\$0	N	350443520.77490.001	
26/27	N	0	\$100,000.00	\$0	N	350443520.77490.001	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the "opioid settlements"; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for projects that have an immediate, direct impact on people with lived experience of substance use disorders and co-occurring disorders, called the Supports for People with Lived Experience Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E, Schedule A: Letter A, B, C, D, or H to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, five organizations will be awarded up to \$100,000.00 per fiscal year for FY2025-2026 and FY2026-2027, or in one payment of up to \$200,000.00 in FY2025-2026, for their project; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the project application submitted by FOCUSS Inc. should be funded by the Opioid Settlement Funds; and

WHEREAS, FOCUSS Inc. is seeking \$200,000.00 for an Opioid Settlement Fund Supports for People with Lived Experience Grant to provide rapid behavioral healthcare, peer supports, and stigma-reduction education for youth with lived experience through their Resilience-Building Continuum of Care for Youth project; and

WHEREAS, Polk County and FOCUSS Inc. desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Supports for People with Lived Experience Grant in the amount of \$200,000.00 to FOCUSS Inc. and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

#40

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$200,000.00 FY25/26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant award to FOCUSS Inc.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As outlined in Priority Area 4 of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, five organizations will be awarded Supports for People with Lived Experience Grants of up to \$200,000.00 for projects that support people with lived experience of substance use. FOCUSS applied for a grant to provide rapid behavioral healthcare, peer supports, and stigma-reduction education for youth with lived experience through their Resilience-Building Continuum of Care for Youth project. Because of the pressing community need for youth-focused behavioral health services, FOCUSS Inc. will receive \$200,000.00 in one payment in FY25-26 for the prompt expansion of evidence-based services.

Action Impact: The adoption of this resolution will award \$200,000.00 of Opioid Settlement Funds to FOCUSS Inc. and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Supports for People with Lived Experience Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$200,000.00	\$0	N	350443520.77490.001	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for projects that have an immediate, direct impact on people with lived experience of substance use disorders and co-occurring disorders, called the Supports for People with Lived Experience Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E, Schedule A: Letter A, B, C, D, or H to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, five organizations will be awarded up to \$100,000.00 per fiscal year for FY2025-2026 and FY2026-2027, or in one payment of up to \$200,000.00 in FY2025-2026, for their project; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the project application submitted by Rebel Healthcare should be funded by the Opioid Settlement Funds; and

WHEREAS, Rebel Healthcare is seeking \$200,000.00 for an Opioid Settlement Fund Supports for People with Lived Experience Grant to improve outcomes for people with an opioid use disorder transitioning out of incarceration through the development of their Client Led Recovery Program; and

WHEREAS, Polk County and Rebel Healthcare desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Supports for People with Lived Experience Grant in the amount of \$200,000.00 to Rebel Healthcare and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

#4

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: DocuSigned by:
Annie Uetz
991F924E24C49B
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Signed by:
Andrea Petrovich
A52A753F6E024C3
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$100,000.00 FY25/26 and \$100,000.00 FY26/27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant award to Rebel Healthcare.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As outlined in Priority Area 4 of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, five organizations will be awarded Supports for People with Lived Experience Grants of up to \$200,000.00 for projects that support people with lived experience of substance use. Rebel Healthcare applied for a grant to develop a Client Led Recovery Program for their new substance use disorder treatment facility. The program will include peer leaders and engagement, resource mapping, and continual participant feedback to improve outcomes for people transitioning from incarceration into the community and outpatient treatment. Rebel Healthcare will receive two payments of \$100,000.00, one in in FY25/26 and one in FY26/27, for this grant.

Action Impact: The adoption of this resolution will award \$200,000.00 of Opioid Settlement Funds to Rebel Healthcare and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Supports for People with Lived Experience Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$100,000.00	\$0	N	350443520.77490.001	
26/27	N	0	\$100,000.00	\$0	N	350443520.77490.001	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for projects that have an immediate, direct impact on people with lived experience of substance use disorders and co-occurring disorders, called the Supports for People with Lived Experience Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E, Schedule A: Letter A, B, C, D, or H to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, five organizations will be awarded up to \$100,000.00 per fiscal year for FY2025-2026 and FY2026-2027, or in one payment of up to \$200,000.00 in FY2025-2026, for their project; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the application submitted by Kingdom Living Iowa (doing business as RISE Recovery Center) should be funded by the Opioid Settlement Funds; and

WHEREAS, Kingdom Living Iowa is seeking \$200,000.00 for an Opioid Settlement Fund Supports for People with Lived Experience Grant to provide recovery-focused employment supports through their Recovering Through Opportunity and Employer Allies for Recovery Needs program; and

WHEREAS, Polk County and Kingdom Living Iowa desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Supports for People with Lived Experience Grant in the amount of \$200,000.00 to Kingdom Living Iowa and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

#42

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$100,000.00 FY25/26 and \$100,000.00 FY26/27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant award to Kingdom Living Iowa (d.b.a. RISE Recovery Center).

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As outlined in Priority Area 4 of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, five organizations will be awarded Supports for People with Lived Experience Grants of up to \$200,000.00 for projects that support people with lived experience of substance use. RISE Recovery Center applied for a grant to provide recovery-focused employment supports through their Recovering Through Opportunity and Employer Allies for Recovery Needs program, which includes creating partnerships with local employers to create supportive work environments for people in recovery, providing employment coaching, and providing transportation assistance, all of which will provide wrap-around supports for people with lived experience. RISE Recovery Center will receive two payments of \$100,000.00, one in FY25/26 and one in FY26/27, for this grant.

Action Impact: The adoption of this resolution will award \$200,000.00 of Opioid Settlement Funds to Kingdom Living Iowa (d.b.a. RISE Recovery Center) and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Supports for People with Lived Experience Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$100,000.00	\$0	N	350443520.77490.001	
26/27	N	0	\$100,000.00	\$0	N	350443520.77490.001	

RESOLUTION

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

WHEREAS, Polk County, Iowa is receiving funds as a result of litigation surrounding companies that manufactured, distributed, marketed, and dispensed prescription opioids, collectively called the “opioid settlements”; and

WHEREAS, a grant application for community organizations to apply to receive Opioid Settlement Funds was released in March 2025 for projects that have an immediate, direct impact on people with lived experience of substance use disorders and co-occurring disorders, called the Supports for People with Lived Experience Grant; and

WHEREAS, grant funds must be spent in accordance with the National Opioid Settlements Exhibit 1-E, Schedule A: Letter A, B, C, D, or H to ameliorate the harms of opioid use in Polk County, Iowa; and

WHEREAS, five organizations will be awarded up to \$100,000.00 per fiscal year for FY2025-2026 and FY2026-2027, or in one payment of up to \$200,000.00 in FY2025-2026, for their project; and

WHEREAS, Polk County held an application and review process to select award recipients and determined that the joint project application submitted by Rebel Healthcare and RISE Recovery Center should be funded by the Opioid Settlement Funds; and

WHEREAS, Rebel Healthcare, the fiduciary agent of the collaborative project with RISE Recovery Center, is seeking \$200,000.00 for an Opioid Settlement Fund Supports for People with Lived Experience Grant to improve outcomes for people with lived experience of opioid use disorder through the creation of a peer recovery coach internship program and recovery capital events; and

WHEREAS, Polk County and Rebel Healthcare desire to enter into an Agreement to expend funds in accordance with the National Opioid Settlements Exhibit 1-E and to report to Polk County, Iowa on items needed for Polk County, Iowa to report to the National Opioid Abatement Trust and the Attorney General of Iowa.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award of a Supports for People with Lived Experience Grant in the amount of \$200,000.00 to Rebel Healthcare and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Behavioral Health and Disability Services Department, or her designee, be authorized to execute any and all documents in furtherance of this Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petrovich
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$100,000.00 FY25/26 and \$100,000.00 FY26/27

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Fund Supports for People with Lived Experience Grant award to Rebel Healthcare for their collaborative project with RISE Recovery Center.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department
515-286-3580

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Complies with Exhibit 1-E of the National Opioid Settlements

Background: As outlined in Priority Area 4 of the Polk County Opioid Settlement Funds FY2024-26 Strategic Plan, five organizations will be awarded Supports for People with Lived Experience Grants of up to \$200,000.00 for projects that support people with lived experience of substance use. Applicants had the option to apply jointly with another organization to foster collaboration among service providers. Rebel Healthcare and RISE Recovery Center applied jointly to create a peer recovery coach internship program. RISE Recovery Center will train peer recovery coaches, and Rebel Healthcare will be a site for practicum hours. This project both serves as workforce development for people with lived experience as well as supporting them in a treatment setting. Rebel Healthcare will serve as the fiduciary agent for this award and will receive two payments of \$100,000.00, one in in FY25/26 and one in FY26/27, for this grant.

Action Impact: The adoption of this resolution will award \$200,000.00 of Opioid Settlement Funds to Rebel Healthcare and authorizes the Chair to sign the attached Agreement.

Fiscal Note: Supports for People with Lived Experience Grants are paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$100,000.00	\$0	N	350443520.77490.001	
26/27	N	0	\$100,000.00	\$0	N	350443520.77490.001	

RESOLUTION

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

WHEREAS, the Polk County District 5 Disability Access Point (DAP), acting through its designated District Chief Executive Officer, the Polk County Behavioral Health and Disability Services Department, is responsible for administering agreements with designated service providers; and

WHEREAS, Polk County, Iowa, in coordination with the Iowa Department of Health and Human Services (Iowa HHS), executed a First Amendment to Contract Number ADSCI25015, thereby continuing the provision of certain regionally funded services that have been identified as unique to District 5; and

WHEREAS, effective July 1, 2025, Polk County, Iowa intends to enter into individual Provider Agreements with the following entities: The ARC of Story County, Community Support Advocates, Easterseals Iowa, HOPE, Link Associates, TJS Accounting Solutions, Trans Iowa LC, and UnityPoint - Eyerly Ball Community Mental Health Services as detailed in the accompanying Cost Summary to maintain continuity of care; and

WHEREAS, said Provider Agreements shall be administered by the Polk County District 5 Disability Access Point; and

WHEREAS, the total amount authorized for the purchase of services under these Agreements shall not exceed \$7,269,894; and

WHEREAS, sufficient funds have been appropriated and are available within the Polk County District 5 Budget for Fiscal Year 2025–2026 to support these contracted service levels.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves entering-into Provider Agreements with The ARC of Story County, Community Support Advocates, Easterseals Iowa, HOPE, Link Associates, TJS Accounting Solutions, Trans Iowa LC, and UnityPoint – Eyerly Ball Community Mental Health Services and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreements.

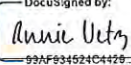
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

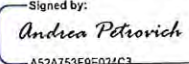
By: _____
Matt McCoy, Chair
Polk County Board of Supervisors

#44

RECOMMENDED FOR APPROVAL:

By: DocuSigned by:

99AF934524C4428
Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: Signed by:

A52A753F9E024C3
Assistant County Attorney

FISCAL NOTE: FY25/26 expense \$7,269,894

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Service Agreements with: The ARC of Story County, Community Support Advocates, Easterseals Iowa, HOPE, Link Associates, TJS Accounting Solutions, Trans Iowa LC, and UnityPoint – Eyerly Ball Community Mental Health Services.

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: Polk County, Iowa has previously entered-into agreements with the providers listed above, with the exception of The Arc of Story County. These agreements are set to expire on June 30, 2025. The agreements are currently administered by the Polk County Mental Health and Disability Services Region, which is scheduled to sunset on that same date, June 30, 2025.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On March 25, 2025, the Polk County Board of Supervisors approved an agreement with the Iowa Department of Health and Human Services (Iowa HHS) establishing the District 5 Disability Access Point (DAP). Subsequently, on June 17, 2025, a First Amendment to the agreement was executed to allocate additional funding. This amendment supports the continuation of regionally funded services that are specific to District 5, ensuring uninterrupted care for individuals during the transition period. The Iowa Department of Health and Human Services has authorized the continuation of services under the District 5 DAP agreement.

Action Impact: Agreements with the following providers: The ARC of Story County; Community Support Advocates; Easterseals Iowa; HOPE; Link Associates; TJS Accounting Solutions; Trans Iowa LC; and UnityPoint – Eyerly Ball Community Mental Health Services, have been incorporated to maintain continuity of care for individuals served within District 5. The attached Cost Summary provides a comprehensive breakdown of the services to be delivered, including service types, units of service, current and proposed unit quantities, applicable rates, and total contract amounts. Sufficient appropriations have been allocated within the Fiscal Year 2025–2026 District 5 budget to support the continuation of these service levels.

Fiscal Note: The total amount for these Agreements will be \$7,269,894.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	N/A	\$7,221,139	\$0	Y	Various - BHDS	
25/26	N	N/A	\$48,755	\$0	N	Various - CFYS	

DAP Cost Summary
Effective July 1, 2025

Provider Agency/Service	Estimated Number of Units in Proposed Contract	Type of Unit	Proposed Unit Rate	Proposed Contract Total after 3rd Party Payments
The ARC of Story County				
Special Recreation	6	Month	\$4,166.67	\$ 25,000
The ARC of Story County Total Amount				\$ 25,000
Community Support Advocates				
Other Basic Needs	720	Month	\$100.00	\$72,000
Integrated Services Non-Medicaid	447	Month	\$943.37	\$421,686
Integrated Services Medicaid	1591	Month	\$594.75	\$946,247
KEY Integrated Services	504	Month	\$594.75	\$299,754
System Navigation	12	Month	\$92,197.56	\$1,106,371
Community Support Advocates Total Amount				\$2,846,058
Easterseals Iowa				
Integrated Services Non-Medicaid	808	Month	\$975.21	\$787,970
Integrated Services Medicaid	361	Month	\$594.75	\$214,705
Supported Education	614	Day	\$50.75	\$31,161
Easterseals Iowa Total Amount				\$1,033,835
HOPE				
Supported Education	39	Hourly	\$50.75	\$2,000
HOPE Total Amount				\$2,000
Link Associates				
Transportation	1000	Trip	\$30.43	\$30,430
Link Associates Total Amount				\$30,430
Trans Iowa LC				
Taxicab Ride - CFYS	3500	1-way trip	\$13.93	\$48,755
Taxicab Ride - DAP	13332	1-way trip	\$15.00	\$199,980
Trans Iowa LC Total Amount				\$248,735
TJS Accounting Solutions				
Ongoing Shelter	349	Month	Month	\$523,600
Housing Support	707	Month	Month	\$1,060,000
TJS Accounting Solutions Total Amount				\$1,583,600
UnityPoint - Eyerly Ball Community Mental Health Services				
FACT Non-Medicaid	24	Month	\$2,284.48	\$54,828
FACT Medicaid	750	Month	\$522.37	\$391,778
Integrated Services - Non-Medicaid	200	Month	\$887.82	\$177,564
Integrated Services - Medicaid	1473	Month	\$594.75	\$876,067
Unity Point Community Mental Health Services Total Amount				\$1,500,236
Total of All Contracts				\$7,269,894
Net County Expenditures for All Contracts				\$7,269,894

*Rates set using the Medicaid tiered fee schedule, CPT codes for treatment services and metered cab rides vary in units and unit types

The rates shown are averages.

RESOLUTION

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

WHEREAS, on January 21, 2020, the Polk County Board of Supervisors established the Polk County Regional Mental Health and Disability Services Governing Board in accordance with Iowa Code Chapter 331 (now Chapter 225C); and

WHEREAS, on May 15, 2024, House File 2673 (HF2673) transferred the management of disability services from the local Mental Health and Disability Services (MHDS) Regions to the Division of Aging & Disability Services; and

WHEREAS, as a result of HF2673, the Polk MHDS Region will not be responsible for the ongoing service management activities of mental health and disability services rendered after June 30, 2025; and

WHEREAS, Iowa Code Chapter 225C, as amended by HF2673, will be rescinded as of July 1, 2025; and

WHEREAS, Iowa Code Section 225C.57 requires that each MHDS Region have a Regional Administrator, who shall function under the control of a governing board, to manage services and report as required; and

WHEREAS, the Polk MHDS Region has developed a Close-Out Plan to ensure the payment for services rendered through June 30, 2025, and to comply with reporting requirements for expenditures, minimum data set information, unencumbered funds, and any other required documentation to the Iowa Department of Health and Human Services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the dissolution of the Polk County Regional Mental Health and Disability Services Governing Board effective as consistent with the timelines outlined in HF2673 and Iowa Code Section 225C.

BE IT FURTHER RESOLVED the Polk County Board of Supervisors directs the Polk County Mental Health and Disability Services Region Governing Board to proceed with the termination actions set forth in Section 5 of its bylaws, and that, upon completion of the termination actions, the bylaws shall terminate as set forth in Section 5.3.

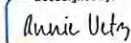
BE IT FURTHER RESOLVED Polk County, Iowa approves the Polk County Mental Health and Disability Services Region CEO to sign and submit all necessary reports to the Iowa Department of Health and Human Services in order to ensure compliance with state requirements and the effective dissolution of the Region Governing Board.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

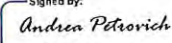
Matt McCoy
Chair, Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: _____
DocuSigned by:
59AF53452404423
Annie Uetz, Director/CEO
Behavioral Health and Disability Services Department/Polk County MHDS Region

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: _____
Signed by:
A5D47E3F6F024C3
Assistant County Attorney

FISCAL NOTE: N/A

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Dissolution of the Polk County Mental Health and Disability Services Region Governing Board and authorizing the Polk County Region CEO to sign and submit reports to the Iowa Department of Health and Human Services.

Agenda Date: June 17, 2025

Contact Individual: Annie Uetz, Director/CEO
Behavioral Health and Disability Services Dept./Polk Co. MHDS Region
286-3580

Previous Action taken by the Board: The Polk County Board of Supervisors previously approved the creation of the Region Governing Board.

Board/Commission Actions: The Region Governing Board approved termination of the Region.

Comply with Policy: Yes.

Background: On May 15, 2024, House File 2673 transferred the management of disability services from the local Mental Health and Disability Services (MHDS) Regions to the Division of Aging & Disability Services.

Action Impact: The Regional Governing Board will dissolve in conjunction with the Polk MHDS Region sunseting. In the Region Governing Board's absence, the Region CEO will have the authority to submit required reports to the Iowa Department of Human Services. The Region will dissolve according to the actions set forth in Section 5 of its bylaws.

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
25/26	N	0	\$9,400	\$0	N	100444410.14951	N/A

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Polk County Department of Community, Family and Youth Services (CFYS) operates the Polk County Juvenile Detention Center (PCJDC), which operates under licensure granted by the State of Iowa; and

WHEREAS, this licensure mandates the provision of certain medical services by a licensed health care professional; and

WHEREAS, Polk County, Iowa and Sheila Whyte, a licensed Advanced Registered Nurse Practitioner (ARNP) in Iowa, operating as NP on Wheels, LLC, desire to enter into an Agreement to provide up to two hours per week of on-site medical service and twenty-four hour on-call consultation for residents of PCJDC; and

WHEREAS, the cost of this three-year Agreement shall not exceed \$197,266.68; and

WHEREAS, the term of this Agreement is July 1, 2025 through June 30, 2028; and

WHEREAS, Polk County and NP on Wheels, LLC desire to enter into a Business Associate Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for medical services and consultation and Business Associate Agreement with Sheila Whyte, d/b/a NP on Wheels, LLC, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreements on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

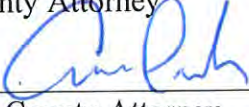
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: This service is already budgeted. No new allocation is requested

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Agreement for Services and Business Associate Agreement with Sheila Whyte, ARNP, d/b/a NP on Wheels, LLC, for medical services at the Polk County Juvenile Detention Center.

Agenda Date: June 17, 2025

Contact Individual: Dan Larson, Program Administrator
Community, Family and Youth Services
515-286-2100

Previous Action taken by the Board: A similar agreement was approved by the Board on August 6, 2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Juvenile Detention Center (PCJDC) requires the services of an on-site medical professional for the youth served in its program. State licensing guidelines mandate that youth receive medical assessment upon entrance to the program. Sheila Whyte, an Iowa-licensed Advanced Registered Nurse Practitioner (ARNP), operating as NP on Wheels, LLC, has agreed to be the Detention medical practitioner. She will provide up to two hours per calendar week of medical services at PCJDC and will also be available for twenty-four-hour on-call consultation. Other responsibilities include: staff training, professional consultation with Detention staff members, and direct consultation with residents referred by a nurse or program administrator. The term of this Agreement is July 1, 2025 through June 30, 2028. A Business Associate Agreement for these services is required to comply with the Health Insurance Portability and Accountability Act, 45 CFR 164.308(b) and 45 CFR 164.504(e).

Action Impact: The engagement of a Nurse Practitioner's services at Detention will ensure that state licensing guidelines pertaining to youth's medical needs are met.

Fiscal Note: This service is already budgeted. No new allocation is requested

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$65,755.56	\$0	N	10233302.76470	
26/27	N	0	\$65,755.56	\$0	N	10233302.76470	
27/28	N	0	\$65,755.56	\$0	N	10233302.76470	

Additional Fiscal Note: Detention related costs, including services contracts, are partially reimbursed by Iowa Health and Human Services but the exact amount is not known in advance

RESOLUTION

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

WHEREAS, the Polk County Department of Community, Family and Youth Services (CFYS) operates the Polk County Juvenile Detention Center (PCJDC); and

WHEREAS, the PCJDC has identified the need for psychiatric services for youth and clinical consultation to assist staff with meeting the emotional and behavioral health needs of individual youth in detention; and

WHEREAS, Dr. Randall Kavalier, a board-certified child psychiatrist is uniquely qualified to provide these services; and

WHEREAS, Polk County, Iowa and Kavalier and Associates P.C. desire to enter into a Service Agreement to provide up to five hours per week of scheduled youth and staff consultation services at the rate of \$5,416.66 per month; and

WHEREAS, the maximum amount to be paid for all services shall not exceed \$65,000.00 per fiscal year; and

WHEREAS, the term of this Agreement is July 1, 2025 through June 30, 2028; and

WHEREAS, Polk County, Iowa and Kavalier and Associates P.C. also desire to enter into a Business Associate Agreement.

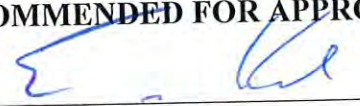
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Services and Business Associate Agreement with Kavalier and Associates P.C. for psychiatric and clinical consultation services at the Polk County Juvenile Detention Center, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreements on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

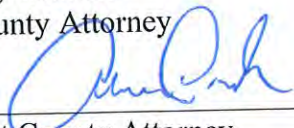
By: 
Eric N. Kool, Director

#47

Department of Community, Family and Youth Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: This service is already budgeted. No new allocation is requested

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Agreement for Services and Business Associate Agreement with Kavalier and Associates P.C. for psychiatric and consultation services at the Polk County Juvenile Detention Center.

Agenda Date: June 17, 2025

Contact Individual: Dan Larson, Program Administrator
Polk County Juvenile Detention Center
515-286-2100

Previous Action taken by the Board: A similar agreement was approved by the Board on August 16, 2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The department of Community, Family and Youth Services has identified the need for psychiatric and clinical consultation services for youth at the Polk County Juvenile Detention Center. Youth in detention present with complex mental health and behavioral issues.

Youth are referred by staff for psychiatric consultation and medication review based on behaviors, statements, and history of involvement with psychiatric services. This service also assesses youth for self-harm risk and advises staff on recommended precautions. Dr. Randall Kavalier, a board-certified child psychiatrist, is the current provider and is uniquely qualified for this work. A Business Associate Agreement for these services is required to comply with the Health Insurance Portability and Accountability Act, 45 CFR §164.308(b) and 45 CFR 164.504(e).

The total cost of this Agreement for all services shall not exceed \$65,000.00 per fiscal year. The term of this Agreement is July 1, 2025 through June 30, 2028.

Action Impact: Approval of this Agreement will allow Polk County Juvenile Detention staff to continue to meet the emotional and behavioral needs of youth in their care.

Fiscal Note: This service is already budgeted. No new allocation is requested

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$65,000.00		N	10233302.76470	
26/27	N	0	\$65,000.00		N	10233302.76470	
27/28	N	0	\$65,000.00		N	10233302.76470	

Additional Fiscal Note: Detention related costs, including services contracts, are partially reimbursed by Iowa Health and Human Services but the exact amount is not known in advance.

RESOLUTION

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

WHEREAS, Polk County Community, Family and Youth Services (CFYS), operates the Polk County Juvenile Detention Center, which is under licensure by the State of Iowa; and

WHEREAS, State of Iowa licensure mandates the provision of certain medical services to clients; services that are largely provided by nurse employees of Polk County, Iowa and a nurse practitioner with whom Polk County has entered into an Agreement for Services; and

WHEREAS, Polk County desires to further achieve best practices by entering into a Service Agreement with Dr. Kaaren Olesen, D.O., a licensed physician practicing in Iowa, for the provision of medical director services at the Polk County Juvenile Detention Center; and

WHEREAS, Dr. Olesen has agreed to provide medical director services to review and establish best medical practices and to provide services of telephone consultation and backup to the Nurse Practitioner, at a cost not to exceed \$20,000 per fiscal year; and

WHEREAS, the term of this Agreement is July 1, 2025 through June 30, 2028; and

WHEREAS, Polk County and Dr. Olesen desire to enter into a Business Associate Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Service Agreement and Business Associate Agreement with Dr. Kaaren Olesen, D.O., and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: _____

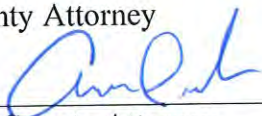
Eric N. Kool, Director

Department of Community, Family and Youth Services

#48

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: This service is already budgeted. No new allocation is requested

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Agreement for Medical Director services and Business Associate Agreement with Dr. Kaaren Olesen, D.O.

Agenda Date: June 17, 2025

Contact Individual: Dan Larson, Program Administrator
Polk County Juvenile Detention
515-286-2100

Previous Action taken by the Board: A similar agreement was approved by the Board on August 16, 2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Juvenile Detention Center operates its program under licensure granted by the State of Iowa. Licensing guidelines mandate that youth receive medical assessment upon admission to juvenile detention. Direct medical services are provided by a registered nurse and Advanced Registered Nurse Practitioner (ARNP), but in the interest of best practices the Detention Center desires to have all aspects of medical services under the supervision of a physician serving as the medical director. A Business Associate Agreement is also required in order to comply with the Health Insurance Portability and Accountability Act, 45 CFR 164.308(b) and 45 CFR 164.504(e).

Services include, but are not limited to:

- Establishment and/or review of medical policies and procedures to ensure high-quality care
- Case reviews, including chart reading and discussing emerging medical issues as needed
- Telephone consultation as necessary and backup coverage when the ARNP is unavailable
- Compliance with State of Iowa licensure requirements as they relate to Detention

The term of this Agreement is July 1, 2025 through June 30, 2028. Expenditures will not exceed \$20,000.00 per year

Action Impact: Approval of this Agreement will ensure that Polk County Juvenile Detention is providing high-quality care to youth in its program.

Fiscal Note: This service is already budgeted. No new allocation is requested

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25-26	N	0	\$20,000.00	\$0	N	10233302.76470	
26-27	N	0	\$20,000.00	\$0	N	10233302.76470	
27-28	N	0	\$20,000.00	\$0	N	10233302.76470	

Additional Fiscal Note: Detention related costs, including services contracts, are partially reimbursed by Iowa Health and Human Services but the exact amount is not known in advance

RESOLUTION

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

WHEREAS, the Polk County Juvenile Detention Center meets the educational needs of its residents through Heartland Area Education Agency (AEA) for the Shelter Care Education Program (SCEP); and

WHEREAS, the Iowa Department of Education requires a written Facility Service Agreement between Heartland AEA and Polk County, Iowa for implementation of the SCEP at the Polk County Juvenile Detention Center; and

WHEREAS, Heartland AEA and Polk County, Iowa desire to enter into this Agreement to set forth the basic responsibilities of each party in the provision of education to the residents of the Polk County Juvenile Detention Center; and

WHEREAS, this Agreement shall commence on August 1, 2025 and shall expire on July 31, 2026; and

WHEREAS, to abide by the privacy and security regulations of HIPAA, Polk County, Iowa and Heartland AEA desire to enter into a Business Associate Agreement.

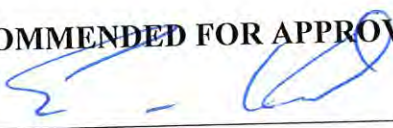
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Facility Service Agreement for educational services and Business Associate Agreement with Heartland Area Education Agency, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

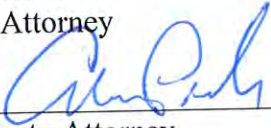
RECOMMENDED FOR APPROVAL:

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

#49

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: There is no fiscal impact of this agreement

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Facility Service Agreement and Business Associate Agreement with Heartland Area Education Agency (AEA) for the Shelter Care Educational Program (SCEP) at the Polk County Juvenile Detention Center.

Agenda Date: June 17, 2025

Contact Individual: Dan Larson, Program Administrator
Community, Family and Youth Services
515-286-2100

Previous Action taken by the Board: A similar agreement was approved by the Board on June 4, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Juvenile Detention Center (PCJDC) is responsible for the provision of education services to its residents. In Iowa, all shelter and detention centers receive services from the Area Education Agencies (AEA) in their respective areas. Services provided by AEA staff include instruction for regular and special education students, educational assessments, and coordination with each resident's home school. Upon a resident's release from the PCJDC, AEA staff work with each child's home school to ensure continuity and to assist with credit transfer, if applicable.

The term of this Agreement is August 1, 2025 through July 31, 2026.

To ensure youth needs are met, it may be necessary to share a youth's medical information with teaching staff. Because of this, both parties desire to enter into a Business Associate Agreement to ensure that the privacy and security regulations of HIPAA are followed.

Action Impact: Approval of this Facility Service Agreement and Business Associate Agreement will put in writing an on-going arrangement between the PCJDC and Heartland AEA. The services currently provided by AEA to youth in the Detention Center will not change because of the Facility Agreement.

Fiscal Note: There is no fiscal impact of this Agreement

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$0.00	\$0.00	N		

RESOLUTION

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

WHEREAS, Polk County, Iowa provides youth detention services through its Polk County Juvenile Detention Center, which is operated by Polk County's Community, Family and Youth Services (CFYS) department; and

WHEREAS, Polk County CFYS meets the educational needs of its residents through the services provided by Heartland Area Education Agency (AEA) Shelter Care Education Program (SCEP); and

WHEREAS, federal legislation under the Healthy Kids Act requires that Heartland AEA and CFYS partner to ensure compliance with the legislation; and

WHEREAS, it is required that students have access to 120 minutes of weekly physical activity during weeks in which there are at least five days of school; and

WHEREAS, it is agreed that this requirement will be met through weekly programming facilitated by staff at the Polk County Juvenile Detention Center; and

WHEREAS, the term of this MOU is August 1, 2025 through July 31, 2026.

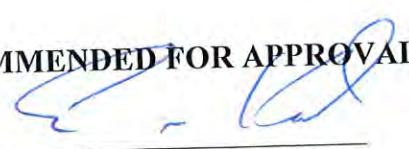
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached MOU with Heartland Area Education Agency to meet requirements of the Healthy Kids Act, and authorizes the Chair of the Polk County Board of Supervisors to sign said MOU on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

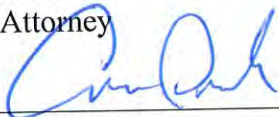
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: There is no fiscal impact of this MOU

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Memorandum of Understanding (MOU) with Heartland Area Education Agency (AEA) to meet the requirements of the federal Healthy Kids Act.

Agenda Date: June 17, 2025

Contact Individual: Dan Larson, Program Administrator
Community, Family and Youth Services
515-286-2100

Previous Action taken by the Board: A similar agreement was approved by the Board on June 4, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Juvenile Detention Center (PCJDC) is responsible for providing educational services to residents. In Iowa, shelter and detention centers receive services from the Area Education Agency (AEA) in their respective areas, and for the PCJDC, the Heartland Area Education Agency is the applicable agency.

Further, federal legislation under the Healthy Kids Act requires that all youth in grades 6-12 enrolled in alternative schools receive a minimum of 120 minutes per week of physical activity during weeks in which there are at least five days of school. Staff at the PCJDC ensure this requirement is met by providing programming that allows youth to participate in indoor and outdoor activities involving movement, manipulation, or exertion to the body.

The term of this MOU is August 1, 2025 through July 31, 2026.

Action Impact: Approval of this MOU will ensure that PCJDC and Heartland AEA are meeting the requirements of the Healthy Kids Act and that residents of the detention center shall receive at least 120 minutes of physical activity.

Fiscal Note: There is no fiscal impact of this MOU

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

RESOLUTION

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

WHEREAS, Polk County Decategorization (Decat) and Community Partnerships for Protecting Children (CPPC) are collaboratives of Polk County, the Iowa Department of Health and Human Services, Juvenile Court Services and community stakeholder groups tasked with preventing child abuse and preventing or reducing formal juvenile justice and child welfare system involvement through the funding of promising trainings, services and activities; and

WHEREAS, on May 17, 2022 an Agreement was entered into between Polk County, Iowa and the Iowa Department of Health and Human Services for Polk County to coordinate Decat and CPPC initiatives; and

WHEREAS, the Polk County Board of Supervisors has previously approved five amended agreements related to this funding and initiative; and

WHEREAS, this Sixth Amended Agreement approves the FY25/26 budget.

NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves terms of the attached Sixth Amended Agreement with the Iowa Department of Health and Human Services for Polk County Decat and CPPC Coordination and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

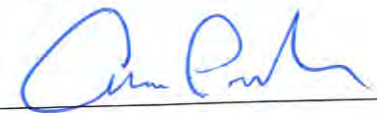
Matt McCoy
Chair, Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Eric Kool, Director
Polk County Community, Family and Youth Services Dept.

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: All actual expenditures will be reimbursed by the Iowa Department of Health and Human Services. Polk County will also receive a 10% service fee.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Sixth Amended Agreement with the State of Iowa Department of Health and Human Services to Administer Polk County Decategorization and Community Partnerships for Protecting Children (CPPC) activities.

Agenda Date: June 17, 2025

Contact Individual: Eric N. Kool, Director
Community, Family and Youth Services
515-323-5261

Previous Action taken by the Board: An initial Agreement was approved May 17, 2022. A First Amended Agreement was approved on August 30, 2022. A Second Amended Agreement was for the purpose of Agency name change only (changing from Iowa Department of Human Services to Iowa Department of Health and Human Services) and did not require board review. Third, fourth and fifth amended agreements have also previously been approved to establish the FY22/23, FY23/24 and FY24/25 budgets.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County Decategorization (Decat) and the Community Partnership for Protecting Children (CPPC) are collaboratives composed of representatives from Polk County, the Iowa Department of Health and Human Services, Juvenile Court Services and various community advisory groups. These collaboratives are tasked with preventing child abuse and preventing or reducing formal juvenile justice and child welfare system involvement.

Action Impact: Approval of this Sixth Amended Agreement will allow Polk County to continue leading Decat and CPPC activities through FY25/26.

Fiscal Note: All expenditures are 100% reimbursed by the Iowa Department of Health and Human Services, and Polk County also collects a 10% service fee.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	442,950.00	380,681.82 20,000.00 40,268.18	N	10443413.77490	10443413.52290 10433413.52480 10443413.52710
26/27	N	0	418,743.00	360,675.00 20,000.00 38,068.00	N	10443413.77490	10443413.52290 10433413.52480 10443413.52710

RESOLUTION

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

WHEREAS, the Pre-Arrest Diversion Program embeds Polk County Decategorization staff with the Des Moines Police Department to divert eligible youth from the formal juvenile justice system, as well as to provide assessment and services in order to reduce future risk of offending; and

WHEREAS, on May 17, 2022 an Agreement was entered into between Polk County, Iowa and the State of Iowa Department of Health and Human Services for Polk County to coordinate the Polk County Decategorization program which includes the Pre-Arrest Diversion Program; and

WHEREAS, the Polk County Board of Supervisors has previously approved seven amended agreements related to this funding and initiative; and

WHEREAS, this Eighth Amended Agreement sets the FY25/26 budget.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Eighth Amended Agreement with the State of Iowa Department of Health and Human Services and authorizes the Chair of the Polk County Board of Supervisors to sign said Amended Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

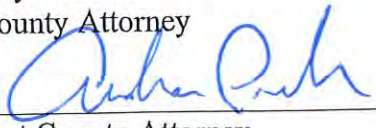
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: All expenditures in this contract are 100% reimbursable from the Department of Health and Human Services. The county also collects a 10% service fee

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Eighth Amended Agreement with the State of Iowa Department of Health and Human Services to administer the Polk County Decategorization Pre-Arrest Diversion Program.

Agenda Date: June 17, 2025

Contact Individual: Eric N. Kool, Director
Community, Family and Youth Services
515-323-5261

Previous Action taken by the Board: An initial agreement was approved on May 17, 2022, to bring this program into Polk County oversight (previously with Polk County Health Services). It has been followed by several amended agreements to update the budget, reflect name change of the Iowa Department of Health and Human Services to Iowa Health and Human Services and to add to the list of delinquent acts that are eligible for the Pre-Arrest Diversion Program.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County Decategorization, including coordination of Juvenile Pre-Arrest Diversion activities, was added to the Polk County Department of Community, Family and Youth Services in May 2022. Pre-Arrest Diversion activities support local law enforcement and juvenile justice agencies in diverting first-time and low-risk offenders from formal juvenile justice court processes. This Eighth Amended Agreement sets the FY25/26 budget

Fiscal Note: All expenditures are 100% reimbursed by the Iowa Department of Health and Human Services, and the county also collects a 10% service fee.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	133,087.00	120,988.18 12,098.82	N	10443413.77490	10433413.52290 10433413.52710

RESOLUTION

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

WHEREAS, the Polk County, Iowa Department of Community, Family and Youth Services, through its Family Enrichment Center, provides comprehensive case management and family support services for up to 210 families; and

WHEREAS, the Iowa Department of Health and Human Services has awarded Polk County \$3,151,44.00 of Family Development and Self-Sufficiency (FaDSS)/Temporary Assistance for Needing Families (TANF) funding over three years to provide these services; and

WHEREAS, the Iowa Department of Health and Human Services seeks to enter-into Contract FWBPEFD26014 for the provision of funds to support the FaDSS/TANF programs administered by the Polk County, Iowa Family Enrichment Center; and

WHEREAS, this Contract shall commence on July 1, 2025 and shall end June 30, 2028, with updated contracts or amendments required each year to confirm the budget.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Contract FWBPEFD26014 with the Iowa Department of Health and Human Services for the Family Development and Self- Sufficiency Program and authorizes the execution of the Contract on behalf of Polk County, Iowa.

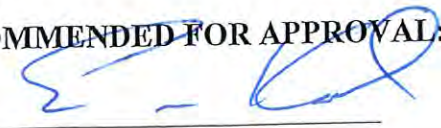
NOW, THEREFORE, BE IT FURTHER RESOLVED that the Director of the Polk County Community, Family, and Youth Services Department, or designee, is authorized to initiate the electronic signing process, and to execute any and all documents in furtherance of this Agreement or distribution. Upon entry of an electronic signature the Board Chair shall receive an electronic signature notice.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

Fiscal Note: \$1,050,478.00 yearly revenue. Expenses for FY26 are set at \$2,007,303.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Contract with the Iowa Department of Health and Human Services for funding to provide Family Development and Self-Sufficiency (FaDSS) case management services for families receiving public assistance

Agenda Date: June 17, 2025

Contact Individual: Doug Stodgel, Program Administrator. 515-286-3407

Previous Action taken by the Board: A similar agreement was approved on July 16, 2024

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County has been awarded Family Development and Self-Sufficiency grant funding (FWBPEFD26014) in the amount of \$3,151,434.00 over three years to provide comprehensive case management services for up to 210 families determined to be at risk of long-term public benefits dependency. The program is designed to improve families' capacity for self-sufficiency and family stability. An updated contract or amendment will be required each year of the grant period, confirming the budget

Action Impact: Approval of this Contract will allow the Polk County Community, Family and Youth Services Department, through the Family Enrichment Center Program to continue providing case management services to low-income families striving for self-sufficiency. These services have been offered for more than 30 years to residents of Polk County through the Family Enrichment Center.

Fiscal Note: \$1,050,478.00 yearly revenue. Expenses for FY27 and FY28 are estimated

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
FY26	N	0	\$2,007,303	\$1,050,478	N	10233115 and 20233115	10233115.52480
FY27	N	0	\$2,066,992	\$1,050,478	N	10233115 and 20233115	10233115.52480
FY28	N	0	\$2,139,337	\$1,050,478	N	10233115 and 20233115	10233115.52480

RESOLUTION

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

WHEREAS, victims of sexual assault frequently present at area hospitals and clinics, including the Des Moines VA Center, in need of services for the collection of evidence and other care; and

WHEREAS, the Mid-Iowa Sexual Assault Response Team (SART), which operates in Polk County and is coordinated through the Polk County Crisis and Advocacy Office, is a group of health care providers specifically trained in the care of sexual assault victims and has follows a prescribed protocol for the collection of evidence; and

WHEREAS, in undertaking these functions, the physicians, nurses, nurse practitioners, and other health care providers are performing a governmental, municipal function within the meaning of section 670.2 of the Iowa Code; and

WHEREAS, the Department of Veterans Affairs seeks to provide compensation for services for the examination, care and evidence collection for victims/patients of sexual assault who present at the Des Moines VA Medical Center; and

WHEREAS, in exchange for services provided by Mid-Iowa SART, the Department of Veteran Affairs agrees to deposit \$2,000 per year into the Mid-Iowa SART account with the Community Foundation of Greater Des Moines; and

WHEREAS, the term of this Agreement is July 1, 2025 through March 31, 2026 and shall renew automatically for successive one-year periods through March 31, 2030, unless either party provides notice of termination.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the Department of Veterans Affairs for sexual assault examination services provided by Mid-Iowa SART, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 

Eric N. Kool, Director

Department of Community, Family and Youth Services

APPROVED AS TO FORM:

Kimberly Graham

Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: SART services to the VA are already taking place and will not cause any additional costs.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement between Mid-Iowa Sexual Assault Response Team (SART) and the Department of Veterans Affairs for sexual assault exam services.

Agenda Date: June 17, 2025

Contact Individual: Joy Ihle, Deputy Director
Community, Family and Youth Services
515-286-2062

Previous Action taken by the Board: A similar agreement was approved by the Board on August 24, 2021.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Mid-Iowa Sexual Assault Team (SART) is a group of medical professionals that has been operating in Polk County since 2006. Sexual Assault Nurse Examiners (SANE's) are trained to collect evidence and provide care and support for victims of sexual assault that report to area hospitals. Coordination of the Mid-Iowa SART is provided by Polk County Crisis and Advocacy Services.

The Department of Veterans Affairs desires to utilize the services of Mid-Iowa SART to provide care for victims/patients of sexual assault who present at the Des Moines VA Medical Center.

In exchange for services provided by Mid-Iowa SART, the Department of Veterans Affairs agrees to deposit \$2,000 per year into the Mid-Iowa SART account with the Community Foundation of Greater Des Moines.

The term of this agreement is July 1, 2025 through March 31, 2026 and shall automatically renew for successive periods of one (1) year through March 31, 2030.

Action Impact: Approval of this Agreement will allow Mid-Iowa SART to provide care for sexual assault victims reporting to the Des Moines VA Medical Center.

Fiscal Note: SART services to the VA are already taking place and will not cause any additional costs.

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		0	0	\$2000.00		10233412.77490.02	10233412.55490.02
25/26		0	0	\$2000.00		10233412.77490.02	10233412.55490.02
26/27		0	0	\$2000.00		10233412.77490.02	10233412.55490.02
27/28		0	0	\$2000.00		10233412.77490.02	10233412.55490.02
28/29		0	0	\$2000.00		10233412.77490.02	10233412.55490.02
29/30		0	0	\$2000.00		10233412.77490.02	10233412.55490.02

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County / Veteran Affairs Department provides General Assistance Food Vouchers to Polk County Veterans and desires to enter into an agreement for home delivery of meals to further assist Veterans in Polk County, and

WHEREAS, Polk County, Iowa and WesleyLife Community Services have negotiated an agreement for the delivery of nutritious noontime meals, commonly known as Meals on Wheels, to be effective through June 30, 2026, with the option for (1) 2-year extension unless earlier terminated by either party, and

WHEREAS, the attached agreement with WesleyLife provides for funding not to exceed \$48,620 for the delivery to Veterans of 20 noontime meals/day at \$9.35 per meal for 260 delivery days during FY 25/26.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with WesleyLife for the delivery of noontime meals to Veterans, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Pat Sweeney
Pat Sweeney, Director
Polk County Veteran Affairs

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE: Expenditure not to exceed \$48,620; Expense will be covered through reallocation of existing appropriation from other line items – no new funding requested

#55

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving contract with WesleyLife for Noontime Meals on Wheels to Polk County Veterans

Agenda Date: June 17, 2025

Contact Individual: Pat Sweeney Executive Director, Veteran Affairs

Previous Action taken by the Board: None

Board/Commission Actions: None

Comply with Policy: Yes

Background: By agreeing to pay for 20 Polk County Veterans meals/day for FY25/26, the County will assist Meals on Wheels in soliciting other Veterans/Community members for delivery of noontime meals.

Action Impact: Approves contract to provide Noontime delivered meals to 20 Veterans/day in Polk County

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
25/26	Y		\$48,620		N	10453210.74470	
26/27							
27/28							

Additional Fiscal Note Information (optional): Expenditure not to exceed \$48,620; Expense will be covered through reallocation of existing appropriation from other line items – no new funding requested

RESOLUTION

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

WHEREAS, on an annual basis, the Polk County Health Department conducts an analysis of the costs and fees associated with clinical services including clinic visits, procedures, vaccines and laboratory fees; and

WHEREAS, based upon this analysis, The Polk County Health Department recommends approval of the proposed clinic services to the current fee schedule; and

WHEREAS, the proposed updated fee schedule will enhance the Polk County Health Department's ability to continue to provide high-quality and affordable services to residents of Polk County while also adequately funding its own testing and administration costs.

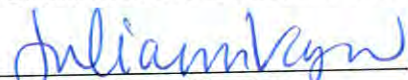
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the updated service fee schedule for clinical service at the Polk County Health Department and authorizes the Chair of the Polk County Board of Supervisors to sign this resolution.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

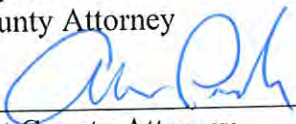
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Juliann Van Liew, Director
Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Financial analysis of the updated fee schedule indicates positive fiscal impact, reflecting improved revenue streams.

#56

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving updated services fees for Clinical Services at the Polk County Health Department.

Agenda Date: June 17th, 2025

Contact Individual: Mandy Penning, Deputy Health Director, 286-2005

Previous Action taken by the Board: Most recent fee schedule update was approved by the Board of Supervisors on September 24, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On an annual basis, the Polk County Health Department conducts an analysis of the costs and fees associated with clinical services, vaccinations, and laboratory testing. Based upon this analysis, the Polk County Health Department recommends adjustments to the current fee schedule provided at the Polk County Health Department clinic.

Action Impact: The proposed updated fee schedule will enhance the Polk County Health Department's ability to continue to provide high-quality and affordable services to residents of Polk County while also adequately funding its own testing and administration costs.

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
25/26	N	0	N/A	N/A		10223011.72510 10223013.72510	10223011.55300 10223011.55310 10223011.55320 10223011.55331 10223011.55332 10223011.53334 10223011.55335 10223011.55370 10223011.55380 10223011.55381 10223011.55490 10223013.52660 10223013.55390

Additional Fiscal Note Information (optional): Clinic fee revenue is anticipated to increase, but the amount of increase cannot be determined at this time.

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 6612 SW 16th Street, Des Moines, Iowa, 50315; and

WHEREAS, bids were received by 10:00 AM on 5/27/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$10,500.00
FAB Rehab	\$13,990.00
FexSteve Limited Company	\$17,300.00

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

WHEREAS, the lowest responsive bid was submitted by Richmond Construction; and

WHEREAS, the Polk County Health Department has reviewed the Richmond Construction bid proposal and recommends acceptance for **\$10,500.00**; and

WHEREAS, Richmond Construction, Caden Kimmel, Micah Probasco and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$10,500.00** from Richmond Construction, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$10,500
FY 24/25 expenses	\$10,500

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 6612 SW 16th Street, Des Moines, Iowa, 50315.

Agenda Date: June 17, 2025

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Caden Kimmel and Micah Probasco own a property at **6612 SW 16th Street, Des Moines, Iowa, 50315**. They have two children under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **May 27, 2025**. The following bids were received:

Richmond Construction	\$10,500.00
FAB Rehab	\$13,990.00
FexSteve Limited Company	\$17,300.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$10,500.00. **Richmond Construction** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$4,000	\$4,000	N	10223018.77440.01	10223018.52440
24/25	N	0	\$6,500	\$6,500	N	10223018.77440.05	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 3116 Shawnee Avenue, Des Moines, Iowa, 50310; and

WHEREAS, bids were received by 10:00 AM on 5/27/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$19,300.00
FexSteve Limited Company	\$21,250.00
FAB Rehab	\$30,300.00

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

WHEREAS, the lowest responsive bid was submitted by Richmond Construction; and

WHEREAS, the Polk County Health Department has reviewed the Richmond Construction bid proposal and recommends acceptance for **\$19,300.00**; and

WHEREAS, Richmond Construction, Jacob Kenaston, Jessica Kenaston and Polk County, Iowa desire to enter into a Lead Remediation Contract to provide a lead-safe home.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$19,300.00** from Richmond Construction, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$19,300
FY 24/25 expenses	\$19,300

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 3116 Shawnee Avenue, Des Moines, Iowa, 50310.

Agenda Date: June 17, 2025

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Jacob & Jessica Kenaston own a property at **3116 Shawnee Avenue, Des Moines, Iowa, 50310**. They have two children under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **May 27, 2025**. The following bids were received:

Richmond Construction	\$19,300.00
FexSteve Limited Company	\$21,250.00
FAB Rehab	\$30,300.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$19,300.00. **Richmond Construction** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$16,400	\$16,400	N	10223018.77440.01	10223018.52440
24/25	N	0	\$2,900	\$2,900	N	10223018.77440.05	10223018.52440

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

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

WHEREAS, lead paint hazards and the necessary corrective actions have been identified at 1106 Ravina Drive, Des Moines, Iowa, 50313; and

WHEREAS, bids were received by 10:00 AM on 5/27/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$27,300.00 (Withdrawn)
FexSteve Limited Company	\$52,250.00
FAB Rehab	\$79,700.00

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

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

WHEREAS, the Polk County Health Department has reviewed the FexSteve Limited Company bid proposal and recommends acceptance for **\$52,250.00**; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the bid for **\$52,250.00** from FexSteve Limited Company, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$26,225
FY 24/25 expenses	\$52,250

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1106 Ravina Drive, Des Moines, Iowa, 50313.

Agenda Date: June 17, 2025

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

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

Board/Commission Actions: N/A

Comply with Policy: Yes.

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

Marsha McLain owns a property at **1106 Ravina Drive, Des Moines, Iowa, 50313**. Ms. McLain has two children under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **May 27, 2025**. The following bids were received:

Richmond Construction	\$27,300.00 (Withdrawn)
FexSteve Limited Company	\$52,250.00
FAB Rehab	\$79,700.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FexSteve Limited Company** in the amount of \$52,250.00. **FexSteve Limited Company** is a Certified Lead Abatement Contractor in the State of Iowa.

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

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$26,025	\$26,025	N	10223018.77440.01	10223018.52440
24/25	N	0	\$200	\$200	N	10223018.77440.05	10223018.52440
24/25	N	0	\$26,025	\$0	N	10223017.77490.04	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the Iowa Department of Health and Human Services (Iowa HHS) issued a Request for Proposals for Hospital Preparedness Program (HPP); and

WHEREAS, the 15-county service area created by Iowa HHS, named the Central Iowa Health Care Coalition (CIHCC), with Polk County acting as Fiscal Agent, applied for and has been awarded funding; and

WHEREAS, for the period July 1, 2025 through June 30, 2031, Iowa HHS has awarded a six-year contract to Polk County; and

WHEREAS, Iowa HHS has allocated program funding in the amount of \$194,298 for the contract period of July 1, 2025 through June 30, 2026; and

WHEREAS, Polk County, Iowa and Iowa HSS desire to enter into a Contract for funding to engage in projects for HPP.

NOW, THEREFORE BE IT RESOLVED that Polk County Board of Supervisors authorizes Polk County, Iowa to act as the Fiscal Agent for the CIHCC, and approves the Contract #PHTH-OEP-26-013 and authorizes the Chair to sign the Contract.

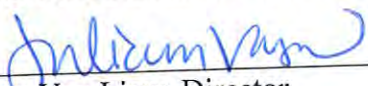
NOW, THEREFORE BE IT RESOLVED that the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Contract or its execution.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

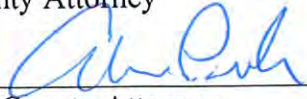
RECOMMENDED FOR APPROVAL:

By: 
Juliann Van Liew, Director
Health Department

#60

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 Federal \$194,298 funding, for the period of July 1, 2025 to June 30, 2026.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Contract with Iowa Department of Health and Human Services (Iowa HHS) for Hospital Preparedness Program (HPP) Funding.

Agenda Date: June 17, 2025

Contact Individual: Mandy Penning, Deputy Director, 286-2005

Previous Action taken by the Board: No

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Since 2002, Iowa HHS has received Federal funding for emergency preparedness activities, with some funds passed along to local public health departments (Public Health Emergency Preparedness (PHEP) funds) and hospitals (Hospital Preparedness Program (HPP)) for local emergency preparedness activities. Eight years ago, the funding agreements began requiring local public health departments and hospitals participating in these activities and receiving this funding to form local coalitions. Funding received by Iowa HHS that had previously been distributed to local public health departments and hospitals is now distributed directly to the coalitions. Polk County, Iowa served as fiscal agent for the original 6 county coalition created in Central Iowa.

Iowa HHS placed counties in one of seven service areas, with Polk County in Sub Service Area 1A, called Central Iowa Health Care Coalition (CIHCC). CIHCC consists of public health, hospital, emergency medical services, and emergency management agencies from Adair, Audubon, Boone, Carroll, Dallas, Greene, Guthrie, Jasper, Madison, Marshall, Polk, Poweshiek, Story, Tama and Warren counties. Polk County continues to serve as fiscal agent for CIHCC.

In response to a Request for Proposals issued by Iowa HHS, CIHCC submitted an application and was awarded \$194,298 in funding for emergency preparedness activities as outlined in the Agreement. A 10% match is required.

Action Impact: These funds will allow Polk County, Iowa to continue to employ a full time HPP Coordinator to assist the Polk County Health Department in their continued efforts to prepare and respond to bioterrorism, infectious disease outbreaks, and other public health threats and emergencies. The purpose of the grant contract is to: Establish and act on multi-year priorities of health care system readiness to respond to threats; Enhance and sustain health care coalitions; Coordination between state, local, tribal, territorial agencies, and other partners integrated into health care response incident management; Continuity of health care service delivery.

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
25/26	N	0	\$194,298	\$194,298	N	10223041.77440	10223041.52480

Additional Fiscal Note Information (optional):

The 10% match is divided out to counties that receive grant funding and collectively used to meet grant match requirements.

RESOLUTION

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

WHEREAS, the Iowa Department of Health and Human Services (Iowa HHS) issued a Request for Proposals for Public Health Emergency Preparedness (PHEP) and EMS System Development Funding; and

WHEREAS, the 15-county service area created by Iowa HHS, named the Central Iowa Health Care Coalition (CIHCC), with Polk County acting as Fiscal Agent, applied for and has been awarded funding; and

WHEREAS, for the period July 1, 2025 through June 30, 2031, Iowa HHS has awarded a six-year contract to Polk County; and

WHEREAS, Iowa HHS has allocated program funding in the amount of \$1,073,592.00 for the contract period of July 1, 2025 through June 30, 2026; and

WHEREAS, Polk County, Iowa and Iowa HHS desire to enter into a Contract for funding to engage in projects for Public Health Emergency Preparedness, EMS System Development, and Cities Readiness Initiative.

NOW, THEREFORE BE IT RESOLVED that Polk County Board of Supervisors authorizes Polk County, Iowa to act as the Fiscal Agent for the CIHCC, and approves the Contract #PHTH-OEP-26-008 and authorizes the Chair to sign the Contract.

NOW, THEREFORE BE IT RESOLVED that the Director of the Polk County Health Department, or her designee, be authorized to execute any and all documents in furtherance of this Contract or its execution.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

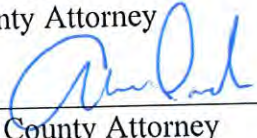
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Juliann Van Liew
Juliann Van Liew, Director
Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 State \$111,682 and Federal \$961,910 funding, for the period of July 1, 2025 to June 30, 2026.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Contract with Iowa Department of Health and Human Services (Iowa HHS) for Public Health Emergency Preparedness (PHEP) and EMS System Development Funding.

Agenda Date: June 17, 2025

Contact Individual: Mandy Penning, Deputy Director, 286-2005

Previous Action taken by the Board: The Board of Supervisors approved a similar funding agreement for FY24/25.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Since 2002, Iowa HHS has received Federal funding for emergency preparedness activities, with some funds passed along to local public health departments (Public Health Emergency Preparedness (PHEP) funds) and hospitals (Hospital Preparedness Program (HPP)) for local emergency preparedness activities. Eight years ago, the funding agreements began requiring local public health departments and hospitals participating in these activities and receiving this funding to form local coalitions. Funding received by Iowa HHS that had previously been distributed to local public health departments and hospitals is now distributed directly to the coalitions. Polk County, Iowa served as fiscal agent for the original 6 county coalition created in Central Iowa.

Iowa HHS placed counties in one of seven service areas, with Polk County in Sub Service Area 1A, called Central Iowa Health Care Coalition (CIHCC). CIHCC consists of public health, hospital, emergency medical services, and emergency management agencies from Adair, Audubon, Boone, Carroll, Dallas, Greene, Guthrie, Jasper, Madison, Marshall, Polk, Poweshiek, Story, Tama and Warren counties. Polk County continues to serve as fiscal agent for CIHCC.

In response to a Request for Proposals issued by Iowa HHS, CIHCC submitted an application and was awarded \$1,073,592 in funding for emergency preparedness activities as outlined in the Agreement. A 10% match is required.

Action Impact: These funds will allow Polk County, Iowa to continue to employ a full time Emergency Preparedness Coordinator and a full time PHEP and EMS Coordinator to assist the Polk County Health Department in their continued efforts to prepare and respond to bioterrorism, infectious disease outbreaks, and other public health threats and emergencies.

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
25/26	N	0	\$1,073,592	\$1,073,592	N	10223041.77440	10223041.52480

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, New Cingular Wireless PCS, LLC requested and was granted the right to install, operate, and maintain at its expense and risk, a temporary communication transmitting and receiving equipment tower on Polk County property located at 1985 NE 51st Place, Des Moines (Parcel 7924.13.200.024 Polk County) by Polk County, Iowa on 06/28/2022; and

WHEREAS, New Cingular Wireless PCS, LLC requested and was granted a renewal of the right to operate and maintain at its expense and risk said tower on 05/07/2024; and

WHEREAS, New Cingular Wireless PCS, LLC has requested a renewal of the right to operate and maintain at its expense and risk said tower; and

WHEREAS, Polk County will grant a Small Cell Lease Agreement with New Cingular Wireless PCS, LLC for said tower to commence upon the latest signature on the Lease Agreement for an initial term of five (5) years, with five (5) automatic extensions of one (1) year each unless Polk County provides New Cingular Wireless PCS, LLC written notice of termination at least ninety (90) days prior to the expiration of the Initial Term or the then applicable Renewal Term, as the case may be; and

WHEREAS, New Cingular Wireless PCS, LLC will pay \$500 per month beginning July 1, 2025 with a 2% annual escalation in consideration for the Lease Agreement.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the Small Cell Lease Agreement with New Cingular Wireless PCS, LLC and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Revenue: \$65,698.00 (over ten years) Expense: \$0

#62

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Small Cell Lease Agreement with New Cingular Wireless PCS, LLC.

Agenda Date: 06/17/2025

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

Previous Action taken by the Board: The Board of Supervisors approved a Resolution for a Temporary Site License with New Cingular Wireless PCS, LLC on 05/16/2023 for a temporary communication transmitting and receiving equipment tower to be placed on Polk County property. The Board of Supervisors approved a Resolution for a renewal of a Temporary Site License with New Cingular Wireless PCS, LLC on 05/07/2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: New Cingular Wireless PCS, LLC requested a continuation of the right to operate and maintain at its expense and risk, a temporary communication transmitting and receiving equipment tower on Polk County property located at 1985 NE 51st Place, Des Moines (Parcel 7924.13.200.024 Polk County). This tower is for the FirstNet broadband network.

FirstNet is a nationwide wireless broadband communications platform dedicated to first responders and the public safety community and is operated by AT&T. The area around the Polk County Jail and the I-80 and I-35 Interchange has very limited FirstNet cellular coverage and connectivity in the area frequently fails. Many public safety agencies, including the Polk County Sheriff's Office, use FirstNet as a wireless provider for vehicle and cell phone connectivity.

Action Impact: Polk County will grant a Small Cell Lease Agreement with New Cingular Wireless PCS, LLC for said tower to commence upon the latest signature on the Lease Agreement for an initial term of five (5) years, with five (5) automatic extensions of one (1) year each. New Cingular Wireless PCS, LLC will pay \$500 per month with 2% annual escalation in consideration for the Lease Agreement.

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
25/26	N	0	\$0	\$6,000	N	NA	10041061.56110
26/27	N	0	\$0	\$6,120	N	NA	10041061.56110
27/28	N	0	\$0	\$6,242	N	NA	10041061.56110
28/29	N	0	\$0	\$6,367	N	NA	10041061.56110
29/30	N	0	\$0	\$6,495	N	NA	10041061.56110
30/31	N	0	\$0	\$6,624	N	NA	10041061.56110
31/32	N	0	\$0	\$6,756	N	NA	10041061.56110
32/33	N	0	\$0	\$6,892	N	NA	10041061.56110
33/34	N	0	\$0	\$7,030	N	NA	10041061.56110
34/35	N	0	\$0	\$7,170	N	NA	10041061.56110

Additional Fiscal Note Information (optional): Revenue computation takes base rental pricing per fiscal year with a 2% increase year over year for the duration of the 10 year term.

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office is a member of the Mid Iowa Narcotics Enforcement Task Force (MINE TF); and

WHEREAS, the Polk County Sheriff's Office is the fiscal agent of the Mid Iowa Narcotics Enforcement Task Force (MINE TF); and

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office annually applies to the Iowa Office of Drug Control Policy (ODCP) for a U.S. Department of Justice Edward Byrne Justice Assistance Grant (JAG) on behalf of the MINE TF; and

WHEREAS, the Iowa ODCP has awarded the MINE TF a Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 JAG; CFDA #16.738; Grant #23-JAG-601260) in the amount of \$329,950 for use to offset salary expense and other expenses for Polk County of personnel assigned full time to the MINE TF from June 1, 2025 through June 30, 2026; and

WHEREAS, Polk County administers grant funds to participating agencies.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Iowa Office of Drug Control Policy U.S. Department of Justice Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 JAG; CFDA #16.738; Grant #23-JAG-601260) and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award documents on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:


Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Revenue: \$329,950; Expense: \$158,275

#63

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 JAG; CFDA #16.738; Grant #23-JAG-601260).

Agenda Date: 06/17/2025

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

Previous Action taken by the Board: The Board approved the previous Byrne Justice Assistance Grant (#21-JAG-548303) on 07/16/2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Sheriff's Office is the fiscal agent of the Mid Iowa Narcotics Enforcement Task Force (MINE TF). The Governor's Office of Drug Control Policy awarded the MINE TF a Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 JAG; CFDA #16.738; Grant #23-JAG-601260) from June 1, 2025 through June 30, 2026 for funding of the MINE TF.

Action Impact: Polk County would authorize receipt of the Grant award of \$329,950.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$0	\$0	N	10041012.79580 10041012.77440	10041012.52460
25/26	N	0	\$142,275 \$16,000	329,950	Y	10041012.79580 10041012.77440	10041012.52460

Additional Fiscal Note: Polk County Sheriff's Office is the Fiscal Agent for the MINE Task Force. Anticipated expense of \$142,275 is the pass-through funds to other participating Agencies. The balance of \$171,675 is used to offset salary expense to Polk County of personnel assigned full time to the MINE TF. The remaining components of the grant include \$10,000 in equipment and \$6,000 in training and materials. This \$16,000 will be paid out of the grant expense object code and require a first quarter budget adjustment to add this expense allocation.

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office annually applies to the Iowa Office of Drug Control Policy (ODCP) for a U.S. Department of Justice Edward Byrne Justice Assistance Grant (JAG) for State Crisis Intervention Program (SCIP) grant funding; and

WHEREAS, the Iowa ODCP has awarded Polk County, Iowa a Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; Grant #23-JAG SCIP-601262) for State Crisis Intervention in the amount of \$42,250 for its partnership with St. Vincent de Paul of Des Moines Corrections-Based Vocational Training Program from July 1, 2025 through June 30, 2026; and

WHEREAS, the grant is for continued funding to assist previously incarcerated individuals to shape their post-release environment with St. Vincent de Paul of Des Moines' IMMERSION Program, an evidence-based program and considered to be a Promising Practice by the Office of Justice Program, Corrections-Based Vocational Training Program.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance State Crisis Intervention Program Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; Grant #23-JAG SCIP-601262) and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award documents on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

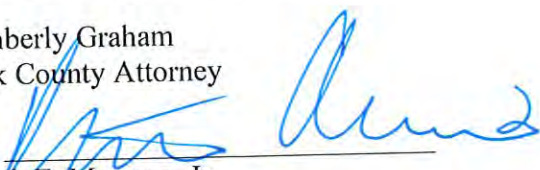
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Frank Marasco, Chief Financial Officer, PCSO

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Revenue: \$42,250 Expense: \$42,250

#64

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance State Crisis Intervention Program Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; Grant #23-JAG SCIP-601262).

Agenda Date: 06/17/2025

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

Previous Action taken by the Board: The Board approved the previous Byrne Justice Assistance Grant (#21-JAG SCIP-551241) on 07/16/2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, in partnership with St. Vincent de Paul of Des Moines, applied for and has been awarded a Byrne Justice Assistance Grant. The Grant is for St. Vincent de Paul of Des Moines' IMMERSION Program to assist previously incarcerated individuals as active participants to shape their post-release environment. IMMERSION is an evidence-based program and is considered to be a Promising Practice by the Office of Justice Program, Corrections-Based Vocational Training Program. Classroom workforce and education development skills learning is rewarded with stipends. In addition, food, rent/utility assistance, clothing, and additional services are provided from St. Vincent de Paul's three Thrift Stores/Food Pantries.

Action Impact: Polk County would authorize receipt of the Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; Grant #23-JAG SCIP-601262) award of \$42,250, which is a pass-through expense for funding to St. Vincent de Paul of Des Moines.

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
25/26	N		\$42,250	\$42,250	N	10041051.79580	10041051.52460

Additional Fiscal Note: Grant funds are passed through the County to St. Vincent de Paul of Des Moines to fund the program.

RESOLUTION

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

WHEREAS, Polk County, Iowa acting by and through the Polk County Sheriff's Office has applied to the Iowa Office of Drug Control Policy (ODCP) for a U.S. Department of Justice Edward Byrne Justice Assistance Grant (JAG) for State Crisis Intervention Program (SCIP) grant funding; and

WHEREAS, the Iowa ODCP has awarded Polk County, Iowa a Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; #23-JAG SCIP-601261) in the amount of \$79,172 for its Welcome and Resource Notification ("WARN") Program from 07/01/2025 through 06/30/2026; and

WHEREAS, these funds are intended to support activities to strengthen community efforts to prevent, respond to, and reduce gun and violent crime in Iowa; and

WHEREAS, Polk County created the WARN Program Coordinator position and utilized funds awarded from the previous grant to cover approximately 80% of the cost of the position; and

WHEREAS, the WARN Program Coordinator tasked with developing and operating a WARN Program that assists individuals who are transitioning out of incarceration and back into society and also provides a platform for individuals to learn about various resources available in the community that can help them with their transition.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance State Crisis Intervention Program Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; #23-JAG SCIP-601261) and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award documents on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:


Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Revenue: \$79,172; Expense: \$99,957

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Edward Byrne Justice Assistance State Crisis Intervention Program Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; #23-JAG SCIP-601261) for the Welcome and Resource Notification ("WARN") Program.

Agenda Date: 06/17/2025

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

Previous Action taken by the Board: The Board approved the Governor's Office of Drug Control Policy Byrne Justice Assistance Grant (#21-JAG SCIP-535977) on 06/04/2024, creating the WARN Program Coordinator position and approved an extension of the Grant on 12/17/2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Many violent gun crimes are committed by felons that have already been in the criminal justice system. Released back into the community, many lack the knowledge or resources to successfully integrate into society and end up committing additional and sometimes violent crimes.

WARN is a program that assists individuals who are transitioning out of incarceration and back into society and provides a platform for individuals to learn about various resources available in the community that can help them with their transition.

Action Impact: The Polk County Sheriff's Office applied for and was awarded a Byrne Justice Assistance Grant (Funding Opportunity 597555-SFY 2026 SCIP; CFDA #16.738; #23-JAG SCIP-601261) in which these funds partially provide partial funding for a program coordinator position tasked with coordinating a WARN Program in Polk County. This is the second State Crisis Intervention Program Grant ("SCIP") awarded to Polk County for the WARN Program. The Grant award of \$79,172 is effective from 07/01/2025 through 06/30/2026.

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
25/26	N	0	\$99,957	\$79,172	N	20041420.71000 20041420.71100	20041420.52460

Additional Fiscal Note: The revenue for the WARN coordinator position grant is comprised of personnel cost components of \$63,172 in employee salaries and \$13,000 in employee benefits totaling \$79,172. Expense is based on the FY 2526 FTE cost of total compensation of the existing WARN Coordinator position.

RESOLUTION

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

WHEREAS, Polk County, Iowa, acting by and through the Polk County Sheriff's Office, annually applies to the Iowa Office of Drug Control Policy (ODCP) for a U.S. Department of Justice Residential Substance Abuse Treatment Program Grant; and

WHEREAS, the Iowa ODCP has awarded Polk County the Residential Substance Abuse Treatment (Funding Opportunity 615463-2024 RSAT; CFDA #16.539; Grant #23-RSAT-601263) in the amount of \$276,649 from 07/01/2025 through 06/30/2026; and

WHEREAS, Bridges of Iowa, Inc. is responsible for a match of 25% in the amount of \$92,217 for a total amount of \$368,866; and

WHEREAS, this is a continuation of previous funding; and

WHEREAS, Polk County has a long-standing partnership with Bridges of Iowa to provide substance abuse treatment to those who would otherwise be incarcerated in the Polk County Jail.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Iowa Office of Drug Control Policy U.S. Department of Justice Residential Substance Abuse Treatment Grant (Funding Opportunity 615463-2024 RSAT; CFDA #16.539; Grant #23-RSAT-601263) and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award documents on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

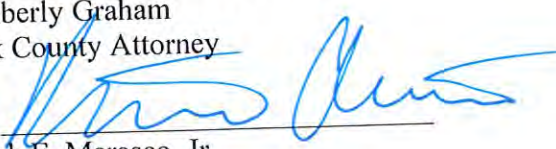
RECOMMENDED FOR APPROVAL:

By:


Frank Marasco, Chief Financial Officer, PCSO

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Revenue: \$276,649; Expense: \$276,649

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Residential Substance Abuse Treatment (Funding Opportunity 615463-2024 RSAT; CFDA #16.539; Grant #23-RSAT-601263).

Agenda Date: 06/17/2025

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

Previous Action taken by the Board: The Board approved the previous Residential Substance Abuse Treatment Grant (#23-RSAT-01) on 07/16/2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, in partnership with Bridges of Iowa, applied for and has been awarded a U.S. Department of Justice Residential Substance Abuse Treatment Grant (Funding Opportunity 615463-2024 RSAT; CFDA #16.539; Grant #23-RSAT-601263) from 07/01/2025 through 06/30/2026. The Grant is for the continued funding of the residential substance abuse treatment program which is administered by Bridges of Iowa. Bridges of Iowa and Polk County have been active partners in residential substance abuse treatment for a number of years. This award provides funding for treatment to individuals who may otherwise be incarcerated in the Polk County Jail.

The amount of the Grant award is \$368,866, with the net amount to Polk County of \$276,649 following the required 25% match of \$92,217 provided by Bridges of Iowa.

Action Impact: Polk County would authorize receipt of the Grant award, with a net amount of \$276,649 which is a pass-through expense for funding to Bridges of Iowa.

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
25/26	N	0	\$276,649	\$276,649	N	10041051.79580	10041051.52460

Additional Fiscal Note: Grant funds are passed through the County to Bridges of Iowa to fund the program. Funding crosses fiscal years due to the Federal fiscal calendar and is an estimation. A first quarter budget amendment will be done to update revenue and expense based on the grant award.

RESOLUTION

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

WHEREAS, Polk County, Iowa, acting by and through the Polk County Procurement Office, received public proposals for "Vehicle Towing Services Contract for Polk County," RFP No. 131-2526; and

WHEREAS, a joint analysis of all submitted proposals was conducted by Polk County Procurement and the Polk County Sheriff's Office; and

WHEREAS, the Polk County Procurement Office and the Polk County Sheriff's Office recommend awarding to the most responsive vendor; and

WHEREAS, it has been determined that Crow Auto Services, Inc. of Des Moines, Iowa is the vendor best suited to provide towing services to Polk County, Iowa; and

WHEREAS, the Agreement is for a three (3) year contract beginning 07/01/2025 through 06/30/2028, and Polk County, Iowa may extend this award for an additional two (2) successive one (1) year extensions.

NOW, THEREFORE, BE IT RESOLVED, Polk County, Iowa contracts with Crow Auto Services, Inc. for Vehicle Towing Services and authorizes the Chair of the Polk County Board of Supervisors to sign attached Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: _____
Frank Marasco, Chief Financial Officer
Polk County Sheriff's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:  _____ Donald D. Stanley, Jr.
Assistant County Attorney

FISCAL NOTE: Revenue: \$0 Expense: \$0

POLK COUNTY BOARD OF SUPERVISORS

#67

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the awarding of RFP No. 131-2526 "Vehicle Towing Services Contract for Polk County" to Crow Auto Service Inc.

Agenda Date: 06/17/2025

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

Previous Action taken by the Board: Approved Resolution awarding RFP No. 131-2122 Vehicle Towing Services Contract on 06/29/2021.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Procurement Office received bids for "Vehicle Towing Services Contract for Polk County," RFP No. 131-2526. The Polk County Procurement Office and the Polk County Sheriff's Office recommend awarding to Crow Auto Services, Inc. of Des Moines, Iowa.

Action Impact: The Resolution awards countywide towing to Crow Auto Services, Inc. This RFP also serves as the Agreement for a three (3) year contract beginning 07/01/2025 through 06/30/2028. Polk County may extend this award for an additional two (2) successive one (1) year extensions.

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
25/26	N	0	\$0	\$0	N	NA	NA
26/27	N	0	\$0	\$0	N	NA	NA
27/28	N	0	\$0	\$0	N	NA	NA

Additional Fiscal Note: There are no direct expenses or revenues as a result of this agreement. Any towing costs are incurred by vehicle owners, any fees associated with towing are paid directly to the vendor.

RESOLUTION

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

WHEREAS, the Deputy Director of Information Technology is requesting to reclassify one vacant Testing/Release Management Administrator position to one Full Stack Software Developer position; and

WHEREAS, the Position Review Committee reviewed the request and is recommending the following position modification:

- Reclassify one (1) Testing/Management Release Administrator position, Excluded grade 14, range \$92,178-\$124,441, to one (1) Full Stack Software Developer position, Excluded grade 14, range \$92,178-\$124,441.

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: There is no cost associated with this action.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Department of Information Technology

Agenda Date: June 17, 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 Deputy Director of Information Technology is requesting to reclassify one vacant Testing/Release Management Administrator position to one Full Stack Software Developer position. The Position Review Committee reviewed the request and is recommending the position creation.

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

Fiscal Note: There is no cost associated with this action.

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						
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, Thomson Reuters provides online subscriptions for legal research and related services to Polk County, Iowa, for use by the Office of the Polk County Attorney; and

WHEREAS, Polk County, Iowa, wishes to renew its Civil Division Account Agreement for materials and services with a renewal date of May 1, 2025, for a term of 36 months; and

WHEREAS, the monthly charges for the initial renewal year are \$6,497.73 with an annual increase of 3%.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the attached Agreement For Services with Thomson Reuters and authorizes the Polk County Attorney, Kimberly Graham, to execute the Agreement on behalf of Polk County, Iowa, and any other amendments or modifications in furtherance of this Agreement

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy
Chair, Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

APPROVED AS TO FORM:

Kimberly Graham

Polk County Attorney

By: /s/ Ralph E. Marasco, Jr.

Ralph Marasco, Jr.

Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement between Thomson Reuters and the Polk County Attorney's Office for the renewal of the Civil Division Account Agreement for online legal subscription services.

Agenda Date: June 17, 2025

Contact Individual: Ralph E. Marasco Jr.
First Assistant County Attorney
286-3331

Previous Action taken by the Board: Approval of prior Contracts

Board/Commission Actions: Approve renewal for May 1, 2025 through April 30, 2028

Comply with Policy: Yes

Background: Thomson Reuters provides online subscriptions for legal research and related services to Polk County, Iowa, for use by the Office of the Polk County Attorney Civil Division. The parties desire to continue their Agreement with a renewal date of May 1, 2025, for a term of 36 months with a 3% annual increase.

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
24/25	N		\$12,995.46		N	10059000.72410	
25/26	N		\$78,362.62		N	10059000.72410	
26/27	N		\$80,713.48		N	10059000.72410	
27/28	N		\$68,934.40		N	10059000.72410	

Additional Fiscal Note Information (optional): FY 24/25 civil library subscription expense is estimated at \$75,552.57. This renewal agreement would increase the annual civil online subscription expenses by \$2,810.05 in FY 25/26, \$2,350.86 in FY 26/27, \$2,421.40 in FY 27/28 compared to the current expenditure. Anticipated expenses reflect only the cost during the given contract dates of May 1, 2025 through April 30, 2025. Our agency intends to cover the increase in cost by utilizing existing budgeted funds. We have reviewed our current allocations and confirmed that sufficient resources are available to support the renewal while remaining within our approved budget.

**RESOLUTION APPOINTING AMY L. REASNER AND LYNCH DALLAS P.C. AND
APPROVING TERMS FOR LEGAL SERVICES**

WHEREAS, the Polk County Board of Supervisors ("the Board") desires to appoint attorney Amy L. Reasner and Lynch Dallas, P.C. in 2025 as outside legal counsel pursuant to Iowa Code Section 331.754(4).to represent Polk County and to provide legal advice and recommendations to the County related to a current and particular confidential employment matter related to the County's legal obligations, as the Polk County Attorney's Office is unable to represent the County in this particular matter; and

WHEREAS, the Board also desires to appoint attorney Amy L. Reasner and Lynch Dallas, P.C. in 2025 as outside legal counsel to represent the Board and/or any other county official pursuant to Iowa Code Section 331.755(2) (2025); and

WHEREAS, the Board desires to utilize Amy L. Reasner and Lynch Dallas, P.C. to serve as outside legal counsel as set forth above at the following hourly rates: \$310 for Shareholders; \$250 for Associates; and \$125 for Paralegals.

NOW, THEREFORE, BE IT RESOLVED BY THE POLK COUNTY BOARD OF SUPERVISORS, that attorney Amy L. Reasner and Lynch Dallas P.C. is hereby appointed as outside legal counsel for Polk County for a current and particular confidential employment matter related to the County's legal obligations, and also to represent the Board and any other County official to begin effective immediately at the rates set forth above.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney
By: *Mari Culver*
Mari Thinnies Culver
Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving retention of Amy Reasner and Lynch Dallas

Agenda Date: June 17th, 2025

Contact Individual: Mari Culver, Assistant Polk County Attorney, Polk County Attorney's Office, Civil Division 111 East Court Ave Ste. 340 Des Moines, IA 50309.

Previous Action taken by the Board: None.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: June 17th, 2025 Board Resolution approving retention of Amy Reasner and the law firm of Lynch Dallas to provide Polk County with legal advice on how to properly administer a current and particular confidential employment pursuant to Iowa Code section 331.754(4). The Polk County Attorney's Office, which generally provides legal advice on such personnel matters to the County and its Human Resources Department, is unavailable to provide such legal advice on the matter.

The Resolution also provides that the Board desires to appoint attorney Amy L. Reasner and Lynch Dallas, P.C. in 2025 as outside legal counsel to represent the Board and/or any other county official pursuant to Iowa Code Section 331.755(2) (2025). This representation is limited to the Board and county officials, and is not representation of Polk County, Iowa.

Action Impact: N/A

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	Y	N/A	Undetermined		N	30129200.76330	
25/26	Y	N/A	Undetermined		Y	30129200.76330	
26/27							

Additional Fiscal Note Information (optional): Hourly rates for these outside legal counsel services are \$310 for Shareholders, \$250 for Associates, and \$125 for Paralegals.

RESOLUTION

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

WHEREAS, a petition has been filed in the Polk County district court against Polk County, Iowa, and three of its elected officials;

WHEREAS, pursuant to Iowa Code Chapter 670 Polk County has an obligation to defend its elected officials and employees acting within the scope of their employment; and

WHEREAS, ordinarily Polk County statutorily relies on the Office of the Polk County Attorney's Civil Division to represent and defend its elected officials and employees; and

WHEREAS, the Polk County Attorney's Office is unavailable to provide legal representation to these three elected officials in this current and particular lawsuit; and

WHEREAS, Polk County desires to engage the legal services of Jim Quilty and the Quilty Law Firm, Elisabeth Tursi and the law firm of Fautsch Tursi LLP, and Todd Lantz and The Weinhardt Law Firm to provide legal services and represent Polk County's three elected officials in this current and particular lawsuit;

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the retention of Jim Quilty and the Quilty Law Firm, Elisabeth Tursi and the law firm of Fautsch Tursi LLP, and Todd Lantz and The Weinhardt Law Firm for legal services, and authorizes the Chair of the Polk County Board of Supervisors to sign said retention letters on behalf of Polk County, Iowa.

Approved this 17th day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

**RECOMMENDED FOR APPROVAL &
APPROVED AS TO FORM:**

Kimberly Graham
Polk County Attorney

By: *Mari Culver*

Mari Thinnies Culver
Assistant County Attorney

#71

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving retention of Jim Quilty, Elisabeth Tursi, Todd Lantz and their law firms as set forth below to represent three elected officials in civil litigation which has been filed against three elected officials and Polk County, Iowa

Agenda Date: June 17, 2025

Contact Individual: Mari Culver, Assistant Polk County Attorney, Polk County Attorney's Office, Civil Division 111 East Court Ave Ste. 340 Des Moines, IA 50309, 515-286-3314

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: A lawsuit has been filed in the Polk County district court, case number LACL162451 against Polk County and three of its elected officials alleging various employment-related claims. Iowa Code chapter 670 provides that Polk County has an obligation to defend its elected officials and employees acting within the scope of their employment in such litigation. The Polk County Attorney's office, which provides legal representation to the County and/or its elected officials in such matters, is unavailable to provide defense of the elected officials in this matter. By Board Resolution this same date, Polk County desires to engage the legal services of Jim Quilty and the Quilty Law Firm, Elisabeth Tursi and the law firm of Fautsch Tursi LLP, and Todd Lantz and The Weinhardt Law Firm to provide legal services and represent Polk County's three elected officials in this current and particular litigation.

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
24/25	Y		Undetermined	N/A	N	30129200.76330	
25/26	Y		Undetermined	N/A	Y	30129200.76330	
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, a petition has been filed in the Polk County district court, CVCV 068878, by an employee against Polk County, Iowa, and one of its elected officials pursuant to Iowa Code Chapter 22; and

WHEREAS, pursuant to Iowa Code Chapter 670 Polk County has an obligation to defend its elected officials and employees acting within the scope of their employment; and

WHEREAS, Polk County statutorily relies on the Office of the Polk County Attorney's Civil Division, to defend its elected official and employees; and

WHEREAS, the Polk County Attorney's Office is unavailable to provide legal representation to this elected official in this current lawsuit; and

WHEREAS, Polk County desires to engage the legal services of attorney Brent Hinders of Hopkins & Huebner, P.C. to provide legal services and represent Polk County's elected official in the matter.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the retention of Brent Hinders and Hopkins & Huebner, P.C. for legal services, and authorizes the Chair of the Polk County Board of Supervisors to sign said retention letter on behalf of Polk County, Iowa.

Approved this 17th day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL &
APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: *Mari Culver*

Mari Thinnies Culver
Assistant County Attorney

#72

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving retention of Brent Hinders and Hopkins & Huebner, P.C. for legal representation of County official.

Agenda Date: June 17th, 2025

Contact Individual: Mari Culver, Assistant Polk County Attorney, Polk County Attorney's Office, Civil Division 111 East Court Ave Ste. 340 Des Moines, IA 50309.

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: June 17th, 2025 Board Resolution approving retention of Brent Hinders and Hopkins & Huebner, P.C. for legal representation in an action filed in Polk County District Court, CVCV 068878 by an employee against Polk County and one of its elected officials. Polk County has a Chapter 670 obligation to defend its elected officials and employees acting within the scope of their employment. The Polk County Attorney's office is unable to represent the elected official, and retention of outside counsel for the individual representation is necessary.

Action Impact: N/A

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	Y		Undetermined		N	30129200.76330	
25/26	Y		Undetermined		Y	30129200.76330	
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Shannon Archer was an employee of Polk County, Iowa; and

WHEREAS, Ms. Archer filed suit against Polk County alleging employment discrimination claims under a fee-shifting statute for attorney fees;

WHEREAS, Ms. Archer and Polk County, Iowa, desire to enter into a Settlement Agreement to resolve this matter to avoid the continued expense of litigation and the uncertainty and expense of trial; by which Polk County will obtain a complete release of liability;

WHEREAS, Polk County Risk Management has approved a settlement of \$125,000.00 which includes attorney fees; and

WHEREAS, it is in the best interest of the public that the claims be resolved without the uncertainty, expense and risk of continued litigation; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Settlement Agreement of Shannon Archer's civil claim and authorizes the Chair of the Polk County Board of Supervisors to sign said agreements 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, Human Resources Director

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Mari Thinnies Culver

Mari Thinnies Culver
Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Settlement Agreement, Release of Liability, Indemnification, And Covenant Not to Sue by and between Polk County, Iowa and Shannon Archer.

Agenda Date: June 17, 2025

Contact Individual: Meghan Gavin or Mari Culver
Assistant Polk County Attorneys
286-3314

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Shannon Archer was employed by Polk County from 2010 to 2022. Ms. Archer alleged adverse employment actions while working as an Assistant County Attorney in the Polk County Attorney's Office and filed suit under a fee-shifting statute. It is in the best interests of Polk County to settle this matter to avoid the uncertainty and expense of trial and an adverse award of attorney fees. Polk County will resolve the litigation by payment of \$125,000.00, including statutory attorney fees in exchange for a complete Settlement, Release of Liability, Indemnification, and Covenant Not to Sue in Polk County's favor.

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	Y		\$125,000		N	30129200.77300	
25/26							

Additional Fiscal Note Information (optional):

RESOLUTION

MOVED BY _____ SECONDED BY _____

WHEREAS, the Polk County Treasurer, on behalf of Polk County, provides for banking depository services per Iowa Code section 12C; and

WHEREAS, in 2022, the Polk County Treasurer issued a Request for Proposal to identify qualified vendors for banking services; and

WHEREAS, JPMorgan Chase Bank, N.A. submitted the winning proposal and on August 30, 2022, Polk County entered into a Banking Services Agreement (Agreement) with JPMorgan Chase Bank, N.A.; and

WHEREAS, the Agreement expires on June 30, 2025, however, it provides for two additional one-year terms; and

WHEREAS, the Polk County Treasurer recommends Polk County exercise its option to extend and renew the Agreement for one year and sign the attached First Amendment to Banking Services Agreement with JPMorgan Chase Bank, N.A.

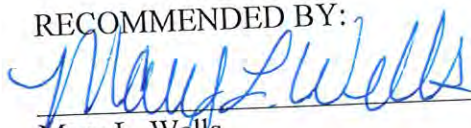
NOW, THEREFORE, BE IT RESOLVED, that Polk County, Iowa: (1) approves the terms of the First Amendment to Banking Services Agreement with JPMorgan Chase Bank N.A.; (2) authorizes the Chair of the Board of Supervisors to execute the Agreement on behalf of Polk County, Iowa; (3) names JP Morgan Chase Bank N.A. an approved depository of all Polk County funds; and (4) authorizes the County Treasurer to implement the Agreement and carry on the business requirements of the Polk County Treasurer.

Approved this 17th day of June 2025.

POLK COUNTY, IOWA

Matt McCoy, Chairperson

RECOMMENDED BY:



Mary L. Wells
Polk County Treasurer

APPROVED AS TO FORM:
KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: First Amendment to the Banking Services Agreement (extension) with JPMorgan Chase Bank, N.A.

Agenda Date: June 17, 2025

Contact Individual: Mary L. Wells, Polk County Treasurer

Previous Action taken by the Board: Approval of Banking Services Agreement with JPMorgan Chase Bank, N.A. on August 30, 2022.

Board/Commission Actions:

Action Requested (Recommended):

Approval of the First Amendment to Banking Services Agreement for an additional term of one year which will allow the Treasurer to continue to carry on the business requirements of the Treasurer's Office per Iowa Code 12C.

Background:

The Polk County Treasurer, in conjunction with the Polk County Procurement Office, issued a Request for Proposal (RFP) for Banking Services for the County in 2022. The Polk County Treasurer and the Polk County Board of Supervisors awarded the RFP to JPMorgan Chase Bank, N.A. and entered into a Banking Services Agreement on August 30, 2022. That Banking Services Agreement expires June 30, 2025, however, it provides for two, one year extensions. This action exercises the first one-year extension of the agreement.

Action Impact:

Approval of the First Amendment to the Banking Services Agreement extends the term of the Banking Services Agreement to June 30, 2026.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26	Y	\$65,000		Y	10039021.77360	
26/27	Y	\$65,000		Y	10039021.77360	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, the County has entered into Administrative Services Only (ASO) agreements with Wellmark and Delta Dental for employee health and dental insurance for time periods included in FY 25/26, and

WHEREAS, under the ASO agreements, Wellmark and Delta Dental use an automated clearinghouse (ACH) process to obtain funds from the County on a periodic basis to cover health and dental insurance claims, and

WHEREAS, the County Auditor's Office, County Treasurer's Office and Human Resources Department have utilized the ACH process over the past several years to facilitate timely payment of health and dental insurance claims, and

WHEREAS, approval of a subsequent bill list disclosing the amounts of the ACH transactions is a ratification of payments under these contracts,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes the Polk County Auditor, Treasurer and Human Resources Department to continue to utilize an ACH process on the timeframes called for by Wellmark and Delta Dental for payment of claims.

Approved this _____ day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Keith Olson
Keith Olson, Central Accounting Manager
Polk County Auditor's Office

By: Deborah A. Anderson
Deb Anderson, Budget Director
Board of Supervisor's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE: No fiscal impact

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving continued use of ACH process for payment of health and dental claims

Agenda Date: June 17, 2025

Contact Individual: Keith Olson, Central Accounting Manager
515-286-3418

Previous Action taken by the Board: Annual approval of ACH process for health and dental claims

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The County has used an ACH process for the past several years to facilitate timely payment of health and dental claims.

Action Impact: This resolution authorizes the continued use of the ACH process on the timeframes called for by Wellmark and Delta Dental for the payment of claims.

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
25/26	N	N/A	None	None	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Iowa Code Section 331.506(3) provides that the Board of Supervisors may, by resolution, authorize the Polk County Auditor to issue checks without the prior approval of the Board for certain items, and

WHEREAS, the same Iowa Code section directs that bills paid prior to Board approval be submitted to the Board for review and approval at the next meeting following the payment, and

WHEREAS, it is in the best interest of the County to direct the Polk County Auditor to continue to issue such checks as are necessary to maintain good business relationships with County vendors,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes the Polk County Auditor to issue checks without prior Board approval for the purposes outlined in Iowa Code Section 331.506(3) and for other purposes as may be deemed to be in the best interests of the County during FY 25/26.

BE IT FURTHER RESOLVED Polk County, Iowa requires that bills relating to such checks be submitted to the Board for approval at the next meeting following payment. However, it shall not be necessary for the Board to approve checks that are simply replacing lost checks, correcting billing errors, or paying payroll taxes, payroll deductions or mandatory employee benefits.

Approved this _____ day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Keith Olson
Keith Olson, Central Accounting Manager
Polk County Auditor's Office

By: Deborah A. Anderson
Deb Anderson, Budget Director
Board of Supervisor's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the Polk County Auditor to issue manual checks during FY 25/26

Agenda Date: June 17, 2025

Contact Individual: Keith Olson, Central Accounting Manager
515-286-3418

Previous Action taken by the Board: Annual approval of manual checks resolution

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code Section 331.506(3) specifies that the Board of Supervisors, by resolution, may authorize the County Auditor to issue checks for certain items without the prior approval of the Board. Such checks may be processed outside the normal payment cycle when it is deemed to be in the best interest of the County. Examples include checks to maintain good business relationships with county vendors and checks to meet required payment schedules for certain payroll taxes and IPERS contributions that require processing outside the normal bill payment cycle.

Action Impact: When in the best interest of Polk County, the Polk County Auditor is given authority to issue checks prior to Board approval for various expenses. Items processed in this fashion (excluding payroll taxes, deductions and mandatory employee benefits) will be included on the following bill list for Board review and approval.

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
25/26	N	N/A	None	None	N		

Additional Fiscal Note Information (optional): This resolution does not authorize expenditures outside the normal budget parameters.

RESOLUTION

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

WHEREAS, at certain times during the fiscal year, it becomes necessary for the County to establish new funds in accordance with Iowa Code Section 331.431 to facilitate accounting for new projects or to allow for fund type reclassifications, and

WHEREAS, at certain times it is desirable to delete funds that are no longer being used by the County,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes the County Auditor, in conjunction with the Budget Director, to add to the County's chart of accounts in FY 25/26 new funds which are deemed to be in the best interest of the County and in accordance with generally accepted accounting principles.

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Polk County Auditor, in conjunction with the Budget Director, to delete inactive funds from the County's chart of accounts during FY 25/26 after all cash has been expended or ending cash balance has been transferred to another fund.

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Polk County Auditor and Polk County Treasurer, in conjunction with the Budget Director, to transfer cash balances between funds as may be necessitated by the creation or deletion of funds.

Approved this _____ day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Keith Olson
Keith Olson, Central Accounting Manager
Polk County Auditor's Office

By: Deborah A. Anderson
Deb Anderson, Budget Director
Board of Supervisor's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE: No fiscal impact

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the creation or deletion of funds within Polk County's chart of accounts during FY 25/26

Agenda Date: June 17, 2025

Contact Individual: Deb Anderson, Budget Director
515-286-3016

Previous Action taken by the Board: Annual approval of fund creation/deletion resolution

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code Section 331.431 provides for the addition or deletion of funds in the County's chart of accounts throughout the fiscal year to more accurately reflect County activities or provide for changes in reporting guidelines and County functions or special projects.

Action Impact: This resolution authorizes the Polk County Auditor, in conjunction with the Budget Director, to create or delete funds as deemed necessary. Examples include creation of a new capital outlay fund to record expenditures for a specific project, deletion of a capital project fund at completion of the project, and fund adjustments required by new GAAP or state guidelines.

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
25/26	N	N/A	None	None	N		

Additional Fiscal Note Information (optional): This resolution does not authorize expenditures outside the normal budget parameters or change the total amount of Board authorized appropriations.

RESOLUTION

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

WHEREAS, at certain times during the fiscal year, various County funds may experience temporary cash-basis deficit fund balances, and

WHEREAS, the County Auditor and County Treasurer have devised and used the mechanism of interfund loans to cover temporary cash-basis deficit fund balances, and

WHEREAS, Iowa Code Section 331.477 states that temporary interfund loans are required to be authorized by Board resolution,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa authorizes the Polk County Auditor and Polk County Treasurer to continue their practice of making necessary interfund loans during FY 25/26 to offset temporary cash-basis deficit fund balances.

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Polk County Auditor, in conjunction with the Budget Director, to determine which funds are to be included in the interfund loan process during FY 25/26.

Approved this _____ day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Keith Olson
Keith Olson, Central Accounting Manager
Polk County Auditor's Office

By: Deborah A. Anderson
Deb Anderson, Budget Director
Board of Supervisor's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE: No fiscal impact

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing the use of interfund loan pools for FY 25/26

Agenda Date: June 17, 2025

Contact Individual: Deb Anderson, Budget Director
515-286-3016

Previous Action taken by the Board: Annual approval of interfund loan pools resolution

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Iowa Code Section 331.477 provides for temporary interfund loans as approved by the Board of Supervisors. Historically this process has been effectively administered through the creation of standard Interfund Loan Pools. The pre-established pools allow for seamless operations should one of the funds in the pool experience a temporary cash-basis shortfall during the fiscal year.

Action Impact: Authorizes the establishment of interfund loan pools for FY 25/26.

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
25/26	N	N/A	None	None	N		

Additional Fiscal Note Information (optional): This resolution has no impact on expenditures or anticipated revenues for FY 25/26. Polk County historically has not charged interest between funds for temporary cash flow financing.

RESOLUTION

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

WHEREAS, as part of the County's normal budget process, the Board of Supervisors authorizes various cash transfers between funds, and

WHEREAS, a blanket authorization for the Polk County Auditor and Polk County Treasurer to execute such transfers, at the request of the Budget Director, is an efficient method of complying with Iowa Code provisions concerning Board approval of interfund transfers,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby authorizes the Polk County Auditor and Polk County Treasurer to execute FY 25/26 transfers approved by the Board of Supervisors as part of the initial budget approval or subsequent budget amendment approval processes.

Approved this _____ day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Keith Olson
Keith Olson, Central Accounting Manager
Polk County Auditor's Office

By: Deborah A. Anderson
Deb Anderson, Budget Director
Board of Supervisor's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE: Allows only for the execution of transfers authorized by the Board of Supervisors through the budget process or subsequent Board actions.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing FY 25/26 transfers

Agenda Date: June 17, 2025

Contact Individual: Deb Anderson, Budget Director
515-286-3016

Previous Action taken by the Board: Annual approval of transfers resolution; certification of FY 25/26 budget on April 22, 2025

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Per Iowa Code Section 331.432, all transfers must be approved by the Board of Supervisors. During the normal course of business, it is necessary to transfer funds in accordance with the approved annual budget.

Action Impact: The Budget Director maintains a cash transfer schedule for budgeted transfers. Adjustments to the annual transfer schedule will be included in subsequent FY 25/26 amendments.

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
25/26	N	N/A	\$39,289,170	\$44,095,117	N	Various	Various

Additional Fiscal Note Information (optional): No net change in total fund balances (statutory and administrative funds combined) will result from any transfer activities. However, individual fund balances may be impacted.

RESOLUTION

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

WHEREAS, certain cash transfers may be needed to execute various Board directives and to close the County's financial records for FY 24/25, and

WHEREAS, Iowa Code Section 331.432 states that interfund transfers are not effective until authorized by Board resolution, and

WHEREAS, the amounts for certain transfers cannot be determined until preliminary financial results for the year are available,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby directs the Budget Director to determine the appropriate June 30, 2025, transfer amount to maintain a Risk Management Internal Service Fund cash-basis ending fund balance of \$8,000,000 and directs the Polk County Auditor and Polk County Treasurer to transfer such amount from the General Supplemental Fund to the Risk Management Internal Service Fund.

BE IT FURTHER RESOLVED Polk County, Iowa hereby authorizes the Polk County Auditor and Polk County Treasurer, in conjunction with the Budget Director, to make additional year-end or fund close-out cash transfers and expenditure allocations necessary to enable the County to implement Board directives, including economic and community development grants and County enterprises and to remain in compliance with applicable sections of Iowa Code.

Approved this _____ day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Keith Olson
Keith Olson, Central Accounting Manager
Polk County Auditor's Office

By: Deborah A. Anderson
Deb Anderson, Budget Director
Board of Supervisor's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE: Transfer amounts will directly correlate to budget actions previously approved by

#80

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution authorizing FY 24/25 year-end transfers

Agenda Date: June 17, 2025

Contact Individual: Deb Anderson, Budget Director
515-286-3016

Previous Action taken by the Board: Annual approval of year-end transfers resolution;
Approval of FY 24/25 third quarter amendment on May 20, 2025

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Per Iowa Code Section 331.432, all transfers must be approved by the Board of Supervisors. During year-end closing activities, it is necessary to transfer funds and reallocate expenditures to maintain appropriate balances in various reserve funds and to satisfy various Board directives including economic and community development grants and County enterprises.

Action Impact: Upon completion of year-end journal entries, the Budget Director will prepare a final schedule of cash transfers to be executed. A complete listing of these transfers will be available upon request.

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/A	TBD, based upon actual year-end expenditures	TBD, based upon actual year-end revenues	N		

Additional Fiscal Note Information (optional): No net change in total fund balances (statutory and administrative funds combined).

RESOLUTION

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

WHEREAS, Iowa Code Section 331.434(6) requires the Board of Supervisors to appropriate by resolution the amounts deemed necessary for each of the County offices and departments during the ensuing fiscal year for all statutory budget funds, and

WHEREAS, the Polk County Auditor requires sufficient time to close and balance the County's books for Fiscal Year 24/25,

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby appropriates for FY 25/26 the sums reflected in the attached appropriation summary, as a temporary measure. These appropriations may be amended by subsequent Board action, pending closure of the County's books for Fiscal Year 24/25.

Approved this _____ day of June, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Keith Olson
Keith Olson, Central Accounting Manager
Polk County Auditor's Office

By: Deborah A. Anderson
Deb Anderson, Budget Director
Board of Supervisor's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE: Makes appropriations as set forth in the FY 25/26 budget that was certified April 22, 2025

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution appropriating FY 25/26 budget

Agenda Date: June 17, 2025

Contact Individual: Deb Anderson, Budget Director
515-286-3016

Previous Action taken by the Board: Annual approval of budget appropriation resolution; FY 25/26 budget deliberations in January & February 2025; certification of FY 25/26 budget on April 22, 2025

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: On April 22, 2025, the Polk County Board of Supervisors certified the FY 25/26 budget. Iowa Code Section 331.434(6) requires that the Board appropriate expenditure of these funds by resolution.

Action Impact: This resolution temporarily appropriates funds for the upcoming fiscal year by Service Area, Office/Department and Fund. Appropriations may be adjusted any time during the year per Iowa Code provisions. Polk County typically amends the budget and makes appropriation adjustments periodically through the fiscal year after consideration and approval by the Board.

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
25/26	N	N/A	No change to budget as certified	No change to budget as certified	N		

Additional Fiscal Note Information (optional): This resolution does not alter the amount of property taxes, total expenditures, or estimated revenues as compared to the FY 25/26 budget certified to the State in April 2025.

RESOLUTION

MOVED by _____ SECONDED by _____

that the following Resolution be adopted:

WHEREAS, the cities of Altoona, Ankeny, Clive, Des Moines, Grimes, Indianola, Johnston, Polk City, Pleasant Hill, Urbandale, West Des Moines, Windsor Heights, and Polk County, Iowa are parties to a Chapter 28E Intergovernmental Agreement for the promotion of tourism and convention activities in the greater Des Moines, Iowa, area and said 28E Agreement provides for the funding of the Greater Des Moines Convention and Visitors Bureau, Inc, and;

WHEREAS, the member cities have negotiated a new funding formula, and;

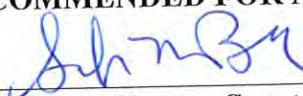
NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the attached amendment to the Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines area and authorizes the Chair of the Polk County Board of Supervisors to sign said amendment on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

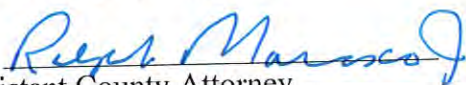
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

#82

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving amendment to 28E agreement with Catch Des Moines and member communities.

Agenda Date: June 17, 2025

Contact Individual: Sarah Boese 515-664-7869

Previous Action taken by the Board: February 25, 2025

Board/Commission Actions: NA

Comply with Policy: Yes

Background: The cities of Altoona, Ankeny, Clive, Des Moines, Grimes, Indianola, Johnston, Polk City, Pleasant Hill, Urbandale, West Des Moines, Windsor Heights and Polk County, Iowa are parties to a 28E agreement with Catch Des Moines (formerly Greater Des Moines Visitors & Convention Bureau for the promotion of tourism and convention activities.

Action Impact: Approve amendment to funding formula.

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	Y				N		
25/26							
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

Moved by _____ Seconded by _____

that the following Resolution be adopted:

WHEREAS, Polk County, Iowa is the owner of the facilities at the Iowa Events Center;
and,

WHEREAS, it is required that Polk County, Iowa enter into agreement directly with
beverage distribution vendors who provide services at the Iowa Events Center; and,

WHEREAS, Polk County, Iowa agrees to the terms of the attached agreement with
Bacardi USA.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of
the attached Agreement with Bacardi USA 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: 
Sarah Boese, Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE:

#83

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement with Bacardi USA for advertising and sponsorship at the Iowa Events Center.

Agenda Date: June 17, 2025

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Action Requested (Recommended): Approve agreement

Comply with Policy: Yes

Background: Polk County, Iowa is the owner of the venues at the Iowa Events Center and is required to serve as the contracting party with the beverage vendors who operate within the Iowa Events Center.

Action Impact: Approve agreement.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26	N					

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa is committed to ensuring the privacy of protected health information (PHI) for its citizens using health service components of Polk County; and

WHEREAS, as a Covered Entity under HIPAA, Polk County, Iowa shall implement policies and procedures that are consistent with HIPAA regulations; and

WHEREAS, Iowa State Association of Counties (ISAC) provides a HIPAA Program to counties to offer education, technical assistance, and best practices for HIPAA compliance; and

WHEREAS, participation in the ISAC HIPAA Program includes an annual training in multiple formats, access to the ISAC HIPAA program educational resources, five hours annually for consultation, research, memorandums on HIPAA issues, quarterly newsletter with HIPAA news, reminders, checklists and updates; and

WHEREAS, Polk County, Iowa and ISAC desire to execute an Agreement for Polk County's participation in the program, for which the annual fee is \$1,750.00.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with the Iowa State Association of Counties for participation in the ISAC HIPAA program, 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:

By: _____

Sarah Boese

Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham

Polk County Attorney

By: _____

Assistant County Attorney

FISCAL NOTE: \$1,750.00

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POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Iowa State Association of Counties HIPAA Program Agreement.

Agenda Date: June 17, 2025

Contact Individual: Sarah Boese
Board of Supervisors
286-3895

Previous Action taken by the Board: A similar Agreement was approved on June 18, 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, Iowa is committed to protecting the security and confidentiality of the protected health information (PHI) of Polk County residents who receive services through our various departments. As such, Polk County shall to implement policies and procedures that are consistent with HIPAA regulations. The Iowa State Association of Counties (ISAC) provides a HIPAA program to counties. The ISAC HIPAA Program includes an annual training via webinar, an annual one day in-person training for up to five Polk County employees, access to ISAC HIPAA program educational resources, five annual hours of consultation, research, memorandums on HIPAA issues, and a quarterly newsletter with HIPAA news, reminders, checklists and updates.

Action Impact: Approval of the Agreement allows Polk County, Iowa to participate in the ISAC HIPAA program and ensures that Polk County employees remain up-to-date on HIPAA regulations and best practices.

Fiscal Note:

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26	N	\$1,750	\$0		10289112.77170	

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 individuals named below, effective upon passage of this Resolution, to the board specified and the indicated term.

Organization

Term Expires

IEC Hotel Corporation Board of Directors

Tracey Ball (replacing Mark Wandro)
Tim Coonan (replacing Mike Galloway)
Dean O'Connor (left vacant by Annette Renaud)

Indefinite
Indefinite
Indefinite

Des Moines Performing Arts

Matt McCoy

6/30/2026

POLK COUNTY

Chair

SUBMITTED BY:



Frank Marasco
Interim County Administrator

FY24/25 #
Fiscal Impact: None

#65

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: June 17, 2025

Contact Individual: Frank Marasco
Board of Supervisors

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 representatives 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):

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.

Organization

Term Expires

Granger Library Board of Trustees

Pamela Clauser

Board of Adjustment

John Marshall

Board of Appeals

Matt Brown

Drew Denning

Tim Monson

Zoning Commission

Kim Hagemann

POLK COUNTY

Chair

SUBMITTED BY:



Sarah Boese
Deputy County Administrator

FY25/26 #
Fiscal Impact: None

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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: June 17, 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
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 identified funding for Community Betterment projects in the FY 24-25 Prairie Meadows Revenue Gaming Plan; and,

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

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

WHEREAS, the grant funds shall only be used for the stated public purpose within the organization's Community Betterment Grant application. The nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

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

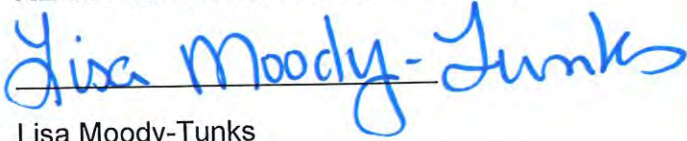
NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$24,500.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

#87

RECOMMENDED FOR APPROVAL:



Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$24,500.00 from the Community Betterment fund, FY 24-25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: Community Betterment Grant Award-June 3, 2025 for \$91,500.00.

Board/Commission Actions: N/A

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

Comply with Policy:

Background: Polk County has funding for Community Betterment projects in the FY24-25 Prairie Meadows Revenue Gaming Plan. Community Betterment Grant applications have been submitted by agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

Action Impact: Passing of this resolution will award \$24,500.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		\$24,500.00		N	40109033.79410	

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
June 17, 2025

Best Buddies International	\$2,000.00
Build Lincoln Higher Booster Club	\$2,000.00
City of Bondurant (Art Project)	\$1,000.00
King Irving Neighborhood Association	\$2,000.00
The Dancer's Theatre	\$4,000.00
Union Park Neighborhood Association	\$8,000.00
Urban Bicycle Food Ministry- Des Moines	\$5,500.00
TOTAL	\$24,500.00

RESOLUTION

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

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

WHEREAS, Polk County, Iowa has identified funds for the Community Sponsorship program in the FY24/25 Prairie Meadows Gaming Revenue plan; and

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

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

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

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$4,000.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

FISCAL NOTE: \$4,000.00 total in funds allocated for the attached Community Sponsorship Award List.

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June 17, 2025

Des Moines Urban Experience/Iowa Juneteenth	\$4,000.00
TOTAL	\$4,000.00

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: June 17, 2025

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

Previous Action taken by the Board: Sponsorship Awards approved June 3, 2025 for \$5,000.00.

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa has a long-standing commitment to funding economic development, health, education, and cultural initiatives and events that benefit the residents and businesses of the Polk County, Iowa community. To support the commitment for funding initiatives and events, Polk County, Iowa operates the Polk County Community Sponsorship program. Local organizations may apply for Polk County sponsorship to assist in the funding of events and initiatives that serve a public purpose for the residents of Polk County. Approval of this resolution shall authorize the expenditure of \$4,000.00 of gaming revenue to sponsor various non-profit events or initiatives in 2025.

Action Impact: Passing of this resolution will award \$4,000.00 in Community Sponsorships in the individual amounts as identified on the attached Community Sponsorship Award List.

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

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
24/25		\$4,000.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

MEMORANDUM OF APPOINTMENTS
June 17, 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
6/28/2025	Adams, Rachel	BHDS	Community Collaboration Supervisor 10443414	M15		\$137,330	P	Fr. Program Planner, E15@ \$137,330. Position reclassification per resolution dated 4/22/25. Salary remains red-circled per the 11/02/24 comp study implementation. No change in salary.
6/18/2025	Brown, Taylor	Medical Examiner	Medicolegal Death Investigator On-Call 10471110	A11		\$33,798	N	On-Call.
7/12/2025	Burgett, Allison	Recorder	Second Deputy Recorder 10028110	AD23		\$123,015	P	Fr. Civil Process Specialist, A9 @ \$82,155. Rep. A. Marasco term 7/11/25.
6/28/2025	Chiodo, Natale	General Services	Building Technician 10279120	A5		\$48,153	S	Fr. Building Technician, A5 @ \$51,604. Salary correction only per the pay adjustment policy.
6/23/2025	Crozier, Sidney	Treasurer	Community Relations Coordinator 10039021	E13		\$83,799	N	Rep. P. Howard term 4/4/25.
7/5/2025	Flaherty, Heather	Health	Adminstrative Supervisor 10223040	M12		\$101,797	S	Merit increase, fr. Administrative Supervisor, M12 @ \$97,882. PAF and eval on file.
7/12/2025	Flaherty, Heather	Health	Health Administration Supervisor 10223040	M13		\$106,887	P	Fr. Administrative Supervisor, M12@ \$101,797. Position reclassification per resolution dated 5/6/25.
6/14/2025	George, David	Sheriff	Detention Lieutenant 10041051	M14		\$120,042	S	Merit increase, fr. Detention Lieutenant, M14 @ \$115,425. PAF and eval on file. Retro to 6/14/25.
7/12/2025	Gibbons, Julie	BHDS	Decategorization and DAP Assessment Supervisor 10443416	M15		\$132,454	P	Fr. Program Planner, E15@ \$132,454. Position reclassification per resolution dated 4/22/25. No change in salary.
6/17/2025	Gowdy, Vince	General Services	Building Services Supervisor 10273104	M13		\$95,573	S	Merit increase, fr. Building Services Supervisor, M13 @ \$91,897. PAF and eval on file.

6/23/2025	Greenfield, Ryan	Sheriff	Detention Sergeant 10041051	M13	\$91,529	S	Merit increase, fr. Detention Sergeant, M13 @ \$88,009. PAF and eval on file.
6/23/2025	Hecimovic, Merisa	Treasurer	Customer Service Assistant 10039022	A8	\$55,995	N	Rep. E. Barrera prom 3/22/25.
6/23/2025	Helmel, Christopher	Sheriff	Detention Officer 10041051	T15	\$64,897	N	Rep. R. Greenfield prom 2/22/25.
6/18/2025	Jacobson, John	Medical Examiner	Medicolegal Death Investigator On-Call 10471110	A11	\$33,798	N	On-Call.
7/14/2025	Keeley, Justin	Sheriff	Detention Officer (SBS) 10041051	T15	\$67,493	N	New position per resolution dated 5/20/25.
7/12/2025	Lang, Jordan	Board of Supervisors	Security Officer PT <30 Hours 30129210	A8	\$28,760	P	Fr. Security Officer On-Call, A8 @ \$28,760. Rep. D. Konrad demotion 6/14/25. Hourly rate is red-circled per the 11/02/24 comp study implementation.
7/12/2025	Lupkes, Sara	BHDS	Systems and Finance Supervisor 10443416	M15	\$151,675	P	Fr. Program Planner, E15@ \$151,675. Position reclassification per resolution dated 4/22/25. Salary remains red-circled per the 11/02/24 comp study implementation. No change in salary.
7/7/2025	McCrorey, Samuel	CFYS	Senior Services Site Manager 10233400	M13	\$113,226	S	Merit increase, fr. Senior Services Site Manager, M13 @ \$108,871. PAF and eval on file.
5/16/2025	Michael, Shawn	Sheriff	Detention Sergeant 10041051	M13	\$97,780	S	Merit increase, fr. Detention Sergeant, M13 @ \$94,019. PAF and eval on file. Retro to 5/16/25.
7/14/2025	Nelson, Carolyn	Health	Registered Nurse On-Call 10223011	A12	\$37,597	N	On-Call.
6/23/2025	Ochoa, Patricia	Treasurer	Customer Service Assistant 10038100	A8	\$55,995	N	Rep. K. Jackson term 2/27/25.
6/23/2025	Prescod, Corey	CFYS	Youth Services Worker On-Call 10233302	A9	\$28,977	N	On-Call.

7/14/2025	Robinson, Trever	Sheriff	Detention Officer PT <30 Hours 10041051	T15	\$32,340	N	Rep. R. Brungardt term 8/10/24.
6/14/2025	Rodriguez Gonzalez, Alondra	Auditor	Property Description Clerk 10019013	A7	\$51,847	P	Fr. On-Call Administrative Support Assistant, A5 @ \$23,309. Rep. M. Phelps term 4/18/25. Retro to 6/14/25.
6/30/2025	Sarcone, James	Sheriff	Professional Standards Manager 10041011	M16	\$150,408	S	Merit increase, fr. Professional Standards Manager, M16 @ \$144,623. PAF and eval on file.
7/12/2025	Schmidt, Stephanie	BHDS	Disability Access Point Supervisor 10443416	M15	\$129,991	P	Fr. Program Planner, E15@ \$129,991. Position reclassification per resolution dated 4/22/25. No change in salary.
6/18/2025	Sisler, Laura	Medical Examiner	Medicolegal Death Investigator On-Call 10471110	A11	\$33,798	N	On-Call.
6/23/2025	Wigham, Colby	Sheriff	Detention Officer 10041051	T15	\$64,897	N	Rep. T. Aasyeyah term 5/22/25.

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

RESOLUTION

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

WHEREAS, a lawsuit was filed in the Iowa District Court in and for Polk County, Iowa May 15, 2025, naming Defendants Polk County Iowa, and three members of the Board of Supervisors (McCoy, Altringer and Holm) (collectively known as “the Defendants”) in case no. LACL 162451 (“the lawsuit”);

WHEREAS, Polk County, Iowa has retained outside legal counsel (Lederer Weston Craig PLC) to defend its interests in the lawsuit;

WHEREAS, the three members of the Board of Supervisors McCoy, Altringer and Holm) have each retained outside legal counsel to defend their interests in the lawsuit;

WHEREAS, the Defendants, based upon information currently available, the nature of the lawsuit and the relationship between the Defendants, present common issues and mutuality of interest;

WHEREAS, the Defendants have concluded, based upon information currently available, that their interests will be best served by a joint defense with respect to the allegations in the lawsuit;

WHEREAS, the Defendants have concluded it is necessary to protect their attorney-client privileges, confidentiality, work product and any other applicable privileges; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Joint Defense Agreement, between the Defendants and their legal counsel; and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Frank Marasco, Interim County Administrator
Board of Supervisors

APPROVED AS TO FORM:

By: *Amy L. Reasner*
Outside Legal Counsel, Amy L. Reasner

FISCAL NOTE:

RESOLUTION

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

WHEREAS, the Board of Supervisors met with outside legal counsel in a closed session pursuant to Iowa Code section 21.5(1)(c) 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 government body in that litigation;

WHEREAS, the Board of Supervisors reviewed with outside legal counsel during that closed session certain records which are required by state law to be kept confidential ("confidential records"), received privileged and confidential legal advice related to those confidential records, and received privileged and confidential legal advice related to Polk County, Iowa's legal obligations and/or obligations under its policies; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa through its Board of Supervisors, directs outside legal counsel to take action as discussed in closed session with respect to the confidential records and with respect to the privileged and confidential legal advice related to Polk County Iowa's legal obligations and/or obligations under its policies.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: *F. Marasco*
Frank Marasco, Interim County Administrator
Board of Supervisors

APPROVED AS TO FORM:

By: *Amy L. Reasner*
Outside Legal Counsel, Amy L. Reasner

FISCAL NOTE: