

**POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
July 1, 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**

PUBLIC HEARING
DISPOSAL OF COUNTY INTEREST IN REAL ESTATE

- *6. Resolution approving Quit Claim Deed of vacant parcel (1520 11th Street, Des Moines) to Ralph Cornelius Hall.
[Item 6 Attachment](#)

PUBLIC HEARING
VACATE PUBLIC UTILITY EASEMENT

- *7. Resolution approving vacation of existing platted public utility easement, and authorizing the Auditor to record the Resolution and vacating instruments (1819 NW 72nd Avenue, Ankeny).
[Item 7 Attachment](#)

8. **PUBLIC COMMENTS**

PERMITS

9. FY 25/26 Applications for Cigarette/Tobacco/Nicotine/Vapor Permits for the following:
- | | |
|------------------|---|
| The Outer Limits | 6560 NE 14 th Street, Des Moines |
| Oasis | 5120 NE 14 th Street, Des Moines |
10. New application for Special Class “C” Retail Alcohol License with Outdoor Service Area Permit for Fenders Brewing, 6170 NW Polk City Dr., Polk City.
[Item 10 Attachment](#)
11. Renewal application for Class “C” Retail Alcohol License with Outdoor Service Area Permit for Mary Go Round Lounge, 6584 NE 14th St., Des Moines.
[Item 11 Attachment](#)
12. Renewal application for Class “E” Retail Alcohol License for Oasis, 5120 NE 14th St., Des Moines.
[Item 12 Attachment](#)

RESOLUTIONS

- *13. Resolution approving Agreement with Scott Maurer for connection to the Polk County Sanitary Sewer System to serve their property at 620 NE Broadway, Des Moines.
[Item 13 Attachment](#)
- *14. Resolution approving 28E Agreement with the City of Polk City for the concept study for reconstruction of the intersection of IA 415 and NW 44th Street.
[Item 14 Attachment](#)
- *15. Resolution awarding Agreement for the Fisher Lake Wetland Restoration Project to JNC Construction, LLC.
[Item 15 Attachment](#)
- *16. Resolution awarding Agreement for the Thomas Mitchell Stream Restoration Project to Veit & Company, Inc.
[Item 16 Attachment](#)
- *17. Resolution accepting bid (\$23,328.00 per year) received from Allied Systems, Inc. for Agreement for Extended Coverage Maintenance on Polk County Property for sanitary and storm sewer lift station maintenance and repair.
[Item 17 Attachment](#)
- *18. Resolution accepting bid (\$13,000.00 per year) received from The Waldinger Corporation for Agreement for Yearly Maintenance for Polk County Emergency Warning Sirens.
[Item 18 Attachment](#)
- *19. Resolution approving Agreement with The Pathfinder Network for license to use the Evidence-Based Parenting Inside Out curriculum.
[Item 19 Attachment](#)
- *20. Resolution approving Agreement with Lutheran Services in Iowa (LSI) for the provision of Evidence-Based Family Support Home Visitation Services.
[Item 20 Attachment](#)
- *21. Resolution approving Release of Mortgage for 1518 31st Street, Des Moines.
[Item 21 Attachment](#)
- *22. Resolution approving Contract with Richmond Construction to address lead hazard repairs at 1441 Guthrie Avenue, Des Moines.
[Item 22 Attachment](#)
- *23. Resolution approving Contract with Richmond Construction to address lead hazard repairs at 1100 E Sheridan Avenue, Des Moines.
[Item 23 Attachment](#)

- *24. Resolution approving Contract with FAB Rehab to address lead hazard repairs at 4380 NE Sheridan Avenue, Des Moines.
[Item 24 Attachment](#)
- *25. Resolution approving Renewal Agreement for Services with WesleyLife to provide Local Public Health Nursing and Home Care Aide services.
[Item 25 Attachment](#)
- 26. Resolution approving position modification within the Department of Community, Family, and Youth Services.
- 27. Resolution approving position modification withing the Health Department.
- *28. Resolution approving Governmental Agency Abatement.
[Item 28 Attachment](#)
- *29. Resolution terminating Tax Suspensions.
- *30. Resolution approving extension to Independent Contractor Agreement with Sarah Smith.
[Item 30 Attachment](#)
- *31. Resolution approving extension of Worldpay, LLC Merchant Services Agreement.
[Item 31 Attachment](#)
- *32. Resolution approving recommendation of the Polk County Assessor for allowance of the Homestead Tax Credit.
- 33. Resolution approving Emergency Rental Assistance 2 funding agreement for the Starts Right Here development.
[Item 33 Attachment](#)
- 34. Resolution appointing individuals to serve as Polk County's representatives on various Boards and Commissions.
- *35. Resolution approving Polk County Community Betterment Grant, Community Development Grant and Sponsorship Guidelines.
[Item 35 Attachment](#)
- 36. Resolution approving Community Betterment Grant Awards.
- 37. Resolution approving Community Sponsorship Awards.
- *38. Resolution approving agreement with Flynn Wright.
[Item 38 Attachment](#)
- *39. Resolution Approving Employment Agreement with Samuel Stanton, M.D.
[Item 39 Attachment](#)

- *40. Resolution Approving Employment Agreement with Rebecca Lachenmaier, M.D.

[Item 40 Attachment](#)

- *41. Resolution approving Employment Agreement between Polk County and Frank Marasco.

[Item 41 Attachment](#)

COMMUNICATIONS

- *42. Central Iowa Source Water Research Assessment (CISWRA) Report.

[Item 42 Attachment](#)

- *43. Notice of Appraisal of Damages and Time for Appeal in the Matter of the Condemnation of Certain Rights in Land for 2026 Neighborhood Sidewalk Program (Smith, 2800 E 25th Street).

[Item 43 Attachment](#)

- *44. Notice of Appraisal of Damages and Time for Appeal in the Matter of the Condemnation of Certain Rights in Land for 2026 Neighborhood Sidewalk Program (Adhikari & Setisural, 4707 SE 5th Street).

[Item 44 Attachment](#)

- *45. Notice of Appraisal of Damages and Time for Appeal in the Matter of the Condemnation of Certain Rights in Land for Euclid Avenue Improvements (Gonzalez Piedra, 1400 Euclid Avenue).

[Item 45 Attachment](#)

BUDGET ACTIONS

46. Memorandum of Budget Actions.

APPOINTMENTS

47. Memorandum of Appointments.

- 48.

BOARD MEMBER COMMENTS

CLOSED SESSION

49. 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).

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/Z_LLt-sgaAs

104-291

RESOLUTION

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

WHEREAS, Polk County received a proposal from Ralph Cornelius Hall to obtain this vacant parcel located at 1520 11th Street, Des Moines, Iowa, legally described as:

-EX S 12.5F- S 1/2 LT 16 COLLEGE VIEW ADDITION TO NORTH DES MOINES, for \$500.00; and

WHEREAS, Polk County, Iowa desires to accept said offer and convey said property to Ralph Cornelius Hall; and

WHEREAS, there has been proper notice and public hearing pursuant to Iowa Code §331.361; and

WHEREAS, this sale complies with Polk County's Disposition of County Owned Properties Policy.

NOW, THEREFORE BE IT RESOLVED by Polk County, Iowa, that the above described proposal is accepted; and

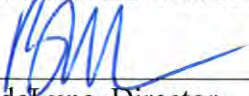
BE IT FURTHER RESOLVED Polk County, Iowa approves the attached Quit Claim Deed and authorizes the Chair of the Polk County Board of Supervisors to sign said Quit Claim Deed on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

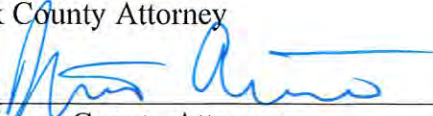
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: \$500.00 to Real Estate Fund.

#6

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 103-25 approving a Quit Claim Deed to Ralph Cornelius Hall, File #104-291 (Dist. 80 Parcel 01365-001-000) vacant parcel located at 1520 11th Street, Des Moines, Iowa.

Agenda Date: July 1, 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: On June 17, 2025 the Board approved a resolution for a public hearing to convey this parcel to Ralph Cornelius Hall.

Board/Commission Actions: NA

Comply with Policy: Yes.

Background: Polk County received a proposal from Ralph Cornelius Hall for a total of \$500.00 to purchase this parcel. Polk 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 will authorize the Real Estate Office to issue the Quit Claim Deed to Ralph Cornelius Hall.

Fiscal Note: \$500.00 to Real Estate Fund.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	Y		N	\$500	N		10266300.58630
25/26	Y		N	0			

Additional Fiscal Note Information (optional):

July 1, 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 public utility easement to be vacated is located on 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 and is legally described as follows:

10.00 FOOT WIDE PUBLIC UTILITY EASEMENT WITHIN SAID LOT 11 LYING SOUTH OF PARCEL 2017-217 OF LOT 11, AN OFFICIAL PARCEL RECORDED IN BOOK 16801, PAGE 680 AT THE POLK COUNTY RECORDER'S OFFICE.

WHEREAS, a public hearing was held on July 1, 2025 as required by Section 354.23 of the Code of Iowa to vacate the platted public utility easements.

NOW, THEREFORE BE IT RESOLVED that the public utility easement described above and shown on attached Exhibit 'A' is hereby vacated, and this Resolution and attached Exhibit 'A', including the vacation exhibit and accompanying consent from utility companies, shall be recorded by the Polk County Auditor's Office as the vacating instruments in accordance with Section 354.23, Code of 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: No cost to the County.

#7

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Public Hearing Resolution No. 104-25 to vacate existing platted public utility easement, and authorizing the Auditor to record the Resolution and vacating instruments. Subject property is located at 1819 NW 72nd Avenue, Ankeny.

Agenda Date: July 1, 2025

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

Previous Action taken by the Board: On June 17, 2025 the Board set the public hearing on this easement vacation for July 1, 2025.

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 easement contains no existing utilities and is 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 will vacate the requested easements and direct the Auditor's Office to record the approved Resolution and Exhibit A – vacation instruments.

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			

FY 25/26 CIGARETTE/TOBACCO/NICOTINE/VAPOR PERMITS

July 1, 2025 Agenda

Establishment

The Outer Limits
Oasis

Address

6560 NE 14th Street, Des Moines 50313
5120 NE 14th Street, Des Moines 50313

RESOLUTION

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

WHEREAS, Scott Maurer desires connection to the sanitary sewer main constructed by Polk County, with said sanitary sewer main to be maintained by Polk County, for the property described as:

LOT 52 -EX COM S 1/4 COR SEC 14-79-24 THN W 25F N 33F TO POB THN W 319.42F N 7F E 299.44F NE 28.31F S 27F TO POB, FREEHOLD, AN OFFICIAL PLAT, IN POLK COUNTY, IOWA;

in accordance with the attached Sanitary Sewer Main Connection Agreement between Polk County and Scott Maurer; and

WHEREAS, Scott Maurer desires to pay the sanitary sewer main connection fee over a 10-year period in accordance with the County Water and Sewer Policy.

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

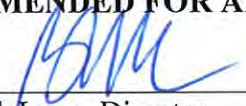
BE IT FURTHER RESOLVED that the County Auditor is hereby directed to record the Agreement and the Public Works Department is directed to administer the terms of the Agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

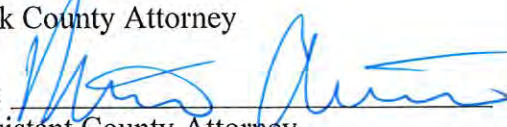
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$17,782.04 loan plus 4% interest to be repaid over 10-year period.

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 105-25 approving a Sanitary Sewer Connection Agreement with Scott Maurer for connection to the Polk County Sanitary Sewer System to serve their property at 620 NE Broadway, Des Moines.

Agenda Date: July 1, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes.

Background: Owner desires connection to Polk County Sanitary Sewer System to connect an existing structure and facilitate the construction of a new building.

Action Impact: Approval provides public sanitary sewer service to the property at 620 NE Broadway, Des Moines, and facilitates payment of the current connection amount of \$17,782.04 over a 10-year period, including 10% down payment and 4% interest over the remaining 9-years, as permitted by the Polk County Water and Sewer Policy.

Fiscal Note: Connection fee of \$17,782.04 plus 4.0% interest to be reimbursed to the Sanitary Sewer Enterprise Fund.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	N/A	None	\$1,778.20 (10% down payment)	N		2840846060.66100
25/26 thru 33/34	N	N/A	None	9 annual payments of \$2,152.40	N		2840846060.66100

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, the intersection of NW Polk City Dr (IA 415) and NW 44th St is joint jurisdictional roadway between Polk County, Polk City, and the Iowa DOT and is in need of reconstruction. Polk City developed a 28E Agreement for the IA 415 and NW 44th Street Concept Study 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 28E Agreement with the City of Polk City 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 Polk City 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

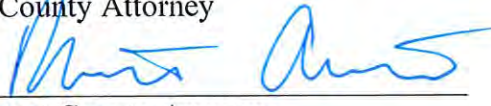
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: Funding split Developer \$25,000, Ankeny \$20,000, Polk City \$20,000, Polk County \$20,000, Iowa DOT \$20,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 106-25 to approve a 28E Agreement with the City of Polk City for the concept study for the reconstruction of the intersection of IA 415 and NW 44th St.

Agenda Date: July 1, 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: The intersection of NW Polk City Dr (IA 415) and NW 44th St is joint jurisdictional roadway between Polk County, Polk City, and the Iowa DOT and is in need of reconstruction. Polk City developed a 28E Agreement for the IA 415 and NW 44th Street Concept Study 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		\$20,000	N	N	200267014.77630	

Additional Fiscal Note Information (optional): Funding split Developer \$25,000, Ankeny \$20,000, Polk City \$20,000, Polk County \$20,000, Iowa DOT \$20,000

RESOLUTION

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

WHEREAS, by Resolution 38-24, dated February 27, 2024, Polk County, Iowa approved a 28E funding agreement for the Fisher Lake Wetland Restoration Project (“the Project”); and

WHEREAS, Project No. 701-2526, for the construction of the Fisher Lake Wetland Restoration Project was bid in accordance with approved funding agreements; and

WHEREAS, the Project was publicly let for bids on June 12, 2025, with the following results:

JNC Construction LLC	\$858,892.25
RW Excavating Solutions	\$905,008.50
Spring Lake Construction LLC	\$918,422.65
B&S Tile & Excavation	\$936,059.25
Aaron Crane Construction	\$951,134.10
Absolute Concrete	\$1,034,983.40
Cole Excavating	\$1,168,668.00
CJ Moyna & Sons	\$1,296,233.50; and

WHEREAS, it is the recommendation of the Public Works Department to accept the lowest responsible, responsive bid from JNC Construction LLC in the amount of \$858,892.25; and

WHEREAS, the Public Works Department will oversee implementation of the Project, provide payment, approve change orders up to 15 percent of the total bid amount, and coordinate with state, local, and federal funding partners; and

WHEREAS, Polk County, Iowa does accept the bid and herein awards this project to JNC Construction LLC in the amount of Eight Hundred and Fifty-Eight thousand, Eight hundred and Ninety-Two Dollars and 25/100 (\$858,892.25).

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards the Project to JNC Construction LLC in the amount of Eight Hundred and Fifty-Eight thousand, Eight hundred and Ninety-Two Dollars and 25/100 (\$858,892.25); and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Construction of the Fisher Lake Wetland Restoration Project with JNC Construction LLC, authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Polk County Public Works Department to administer the Agreement on Polk County's behalf, including approval of change orders up to 15 percent of the total bid award.

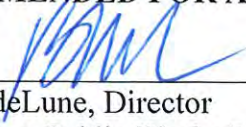
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

#15

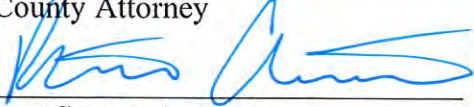
RECOMMENDED FOR APPROVAL:



Bret VandLune, 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. 107-25 to award the Agreement for the Fisher Lake Wetland Restoration Project, Bid No. 710-2526, to JNC Construction, LLC.

Agenda Date: July 1, 2025

Contact Individual: John Swanson, Water Resources Supervisor, Polk County Public Works Department, 515-875-5880.

Previous Action taken by the Board: Res. No. 48-23 dated April 4, 2023 approving 28E Funding Agreement with the Iowa Department of Agriculture and Land Stewardship

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: The Polk County's Wetland Wave Program partners with landowners to install water quality and habitat wetlands. The Fisher Lake Wetland Restoration Project will restore a large degraded wetland in Polk County, Iowa on the property of Steven Klein.

Action Impact: Action approves the Chair to sign the agreement and allows Public Works to proceed with construction and administration of the project.

Fiscal Note: Funding will be tracked and managed in the Public Works Economic Development Revolving Fund approved with FY24/25 Decision Package.

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	0	\$858,892.25	\$858,892.25	N	50266320.77440	50266320.52290

Additional Fiscal Note Information (optional): Funding for project provided by the Iowa Department of Agriculture and Land Stewardship.

RESOLUTION

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

WHEREAS, by Resolution 38-24, dated February 27, 2024 and Resolution 222-24, dated December 17, 2024, Polk County, Iowa approved funding agreements for the Thomas Mitchell Stream Stream Restoration Project ("the Project"); and

WHEREAS, the Project was bid in accordance with approved funding agreements; and

WHEREAS, the Project was publicly let for bids on June 17, 2025, with the following results:

Veit & Company, Inc	\$919,962.40
RW Excavating	\$1,096,433.50
Park Construction Company	\$2,150,586.50; and

WHEREAS, it is the recommendation of the Public Works Department to accept the lowest responsible, responsive bid from Veit & Company, Inc. in the amount of \$919,962.40; and

WHEREAS, the Public Works Department will oversee implementation of the Thomas Mitchell Stream Restoration Project, provide payments, approve change orders up to 15 percent of the total bid amount, and coordinate with state, local, and federal funding partners; and

WHEREAS, Polk County, Iowa does accept the bid and herein awards this project to Veit & Company, Inc. in the amount of nine hundred and nineteen thousand, nine hundred and sixty-two dollars and 40/100 (\$919,962.40).

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards the Project to Veit & Company, Inc. in the amount of \$919,962.40; and

BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Construction of the Thomas Mitchell Restoration Project with Veit & Company, Inc., authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Polk County Public Works Department to administer the Agreement on Polk County's behalf, including approval of change orders up to 15 percent of the total bid award.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

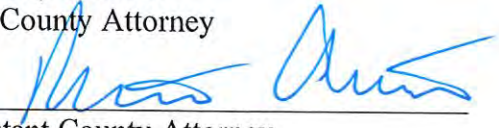


Bret VandeLune, Director
Polk County Public Works Department

16

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. 108-25 awarding Agreement for the Thomas Mitchell Stream Restoration Project to Veit & Company, Inc.

Agenda Date: July 1, 2025

Contact Individual: John Swanson, Water Resources Supervisor, Polk County Public Works Department, 515-875-5880.

Previous Action taken by the Board: Res. 38-24 dated 2/27/2024 Approving Stream Amendment to IDALS Wetland 28E Agreement and Res. 222-24 dated 12/17/2024 approving Project Agreement with the Polk County Conservation.

Board/Commission Actions: N/A

Comply with Policy: Yes.

Background: Polk County is leading the Eastern Polk County Stream Restoration Program, aimed at constructing 11 stream projects over the next two years. This project will restore Camp Creek within Thomas Mitchell Park.

Action Impact: Action approves the Chair to sign the agreement and allows Public Works to proceed with construction and administration of the project.

Fiscal Note: Funding will be tracked and managed in the Public Works Economic Development Revolving Fund approved with FY24/25 Decision Package.

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	0	\$919,962.40	\$689,671.80	N	50266320.77440	50266320.52290
25/26	Y	0		\$229,990.60	N		50266320.52790

Additional Fiscal Note Information (optional): \$689,971.80 revenue provided by Iowa Department of Agriculture and Land Stewardship and \$229,990.60 provided by Polk County Conservation.

RESOLUTION

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

WHEREAS, Polk County owns and maintains three sanitary sewer and two storm sewer lift stations; and

WHEREAS, Polk County solicited quotes from three qualified contractors for maintenance and repair of said lift stations. The quotes received were as follows: Central Pump and Motor did not submit a quote, Iowa Pump Works \$40,950.00, and Allied Systems, Inc. \$23,328.00; and

WHEREAS, it is the recommendation of the Public Works Department to award the agreement to the lowest responsive, responsible bid from Allied Systems, Inc., in the amount of \$23,328.00; and

WHEREAS, it is also the recommendation of the Public Works Department to enter into the attached Agreement with Allied Systems, Inc.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa awards the extended maintenance coverage bid for lift stations to Allied Systems, Inc. and approves the Agreement For Extended Coverage Maintenance On Polk County Property with Allied Systems, Inc. in the amount of twenty-three thousand three hundred and twenty-eight dollars (\$23,328.00); and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Chair of the Polk County Board of Supervisors to sign the attached Agreement with Allied Systems, Inc.; and

BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed Agreement to Allied Systems, Inc. and administer the 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:

#17

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 109-25 to accept the bid of \$23,328.00 per year received from Allied Systems, Inc. Des Moines, Iowa for an Agreement For Extended Coverage Maintenance On Polk County Property for sanitary and storm sewer lift station maintenance and repair.

Agenda Date: July 1, 2025

Contact Individual: Tyler Burhenn, Civil Engineer, Polk County Public Works Department, 515-286-3705.

Previous Action taken by the Board: N/A

Board/Commission Actions: Resolution accepts the bid from Allied Systems, Inc., authorizes the Polk County Public Works Department to prepare the necessary agreements to be signed by the Chair of the Polk County Board of Supervisors.

Comply with Policy: Yes.

Background: Polk County owns and maintains three sanitary sewer and two storm sewer lift stations. We have traditionally relied on Allied Systems, Inc. for maintenance and repairs, and we have previously signed their contract with them. Moving forward, Allied Systems, Inc. will continue working under our contract. Since this work requires specialized skills that our Public Works staff do not have, we sought quotes from three local contractors. One did not submit a quote, while another provided a quote that was \$17,622 higher than Allied Systems, Inc's quote.

Action Impact: Resolution authorizes Allied Systems, Inc. to perform maintenance and repair work on Polk County lift stations.

Fiscal Note: N/A

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	\$23,328.00	N/A	N	2840846060.76700 2870879761.76700	
26/27	N	N/A	\$23,328.00	N/A	N	2840846060.76700 2870879761.76700	
27/28	N	N/A	\$23,328.00	N/A	N	2840846060.76700 2870879761.76700	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County owns and maintains emergency sirens; and

WHEREAS, Polk County solicited quotes from three qualified contractors for maintenance and repair of said infrastructure; and

WHEREAS, it is the recommendation of the Public Works Department to award the agreement to the lowest responsive, responsible bid from The Waldinger Corporation, in the amount of \$13,000.00; and

WHEREAS, it is also the recommendation of the Public Works Department to enter into the attached Agreement with The Waldinger Corporation.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa awards the maintenance and repair of emergency sirens bid to The Waldinger Corporation and approves the Agreement For Yearly Maintenance for Polk County Emergency Warning Sirens with The Waldinger Corporation in the amount of thirteen thousand dollars (\$13,000.00); and

BE IT FURTHER RESOLVED Polk County, Iowa authorizes the Chair of the Polk County Board of Supervisors to sign the attached Agreement with The Waldinger Corporation.; and

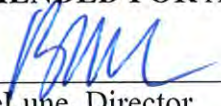
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed Agreement to The Waldinger Corporation and administer the Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

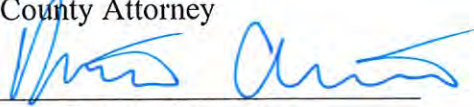
RECOMMENDED FOR APPROVAL:



Bret VandLuhne, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE:

#18

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 110-25 to accept the bid of \$13,000.00 per year received from The Waldinger Corporation for an Agreement For Yearly Maintenance for Polk County Emergency Warning Sirens.

Agenda Date: July 1, 2025

Contact Individual: Tyler Burhenn, Civil Engineer, Polk County Public Works Department, 515-286-3705.

Previous Action taken by the Board: N/A

Board/Commission Actions: Resolution accepts the bid from The Waldinger Corporation, authorizes the Polk County Public Works Department to prepare the necessary agreements to be signed by the Chair of the Polk County Board of Supervisors.

Comply with Policy: Yes.

Background: Polk County owns and maintains emergency sirens. We have traditionally relied on The Waldinger Corporation for maintenance and repairs, and we have previously signed their contract with them. Moving forward, The Waldinger Corporation will continue working under our contract. Since this work requires specialized skills that our Public Works staff do not have, we sought quotes from three local contractors.

Action Impact: Resolution authorizes The Waldinger Corporation to perform maintenance and repair work on Polk County emergency sirens.

Fiscal Note: N/A

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	\$13,000.00	N/A	N	110261210.76700	
26/27	N	N/A	\$13,000.00	N/A	N	110261210.76700	
27/28	N	N/A	\$13,000.00	N/A	N	110261210.76700	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa has been a Community Partnerships for Protecting Children (CPPC) site since 2003 with the goal of reinforcing community prevention efforts to support families, reduce risk factors that may contribute to abuse or neglect, and to protect children; and

WHEREAS, Polk County CPPC strives to promote a collaborative process to provide support and an efficient continuum of service delivery to Polk County children and families involved in, or at risk of being involved in, the child welfare and juvenile justice system; and

WHEREAS, Polk County Decategorization manages the CPPC and has been awarded a grant (FWBPEPP26-012) from the Iowa Department of Health and Human Services (HHS) to provide Parenting Class within Polk County Jail for the period of July 1, 2025, through June 30, 2027, with the option to extend the contract up to one additional year through June 30, 2028; and

WHEREAS, the Licensor, The Pathfinder Network, an Oregon 501c3 corporation with an evidence-based curriculum and Coach training program is suitable for the classes that will take place in the Polk County Jail.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Curriculum Usage with The Pathfinder Network and authorizes the Chair of the Polk County Board of Supervisors to sign said Contract 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

#19

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

\$3000 from the I-CAPP grant will be used to purchase (1) licensing agreement for the duration of the grant.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Agreement with The Pathfinder Network for the license to use the Evidence-Based Parenting Inside Out curriculum.

Agenda Date: July 1, 2025

Contact Individual: Joy Ihle – Deputy Director, CFYS Dept.
286-2062

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, through its DECAT Division, applied for and was awarded **Iowa Child Abuse Prevention Program (ICAPP)** grant funds from the Iowa Department of Health and Human Services (HHS) to provide a parenting education program within Polk County Jail for the period of July 1, 2025, through June 30, 2027, with the option to extend the contract up to one additional year through June 30, 2028.

The total amount paid shall not exceed \$3,000.00 for the life of the grant and licenses will remain with the Sheriff's office post grant period.

Action Impact: Approval of this Agreement will allow access to the Parenting Inside Out Curriculum and products for utilization at the Polk County Jail.

Fiscal Note: All expenses for this agreement are covered by \$3000 of ICAPP grant 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		0	\$3,000	\$3000		10443413.77493	10443413.52480
26/27		0	\$0	0		0	0
27/28		0	\$0	0		0	0

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County Decategorization manages the Community Partnerships for Protecting Children (CPPC) framework for Polk County; and

WHEREAS, Polk County has been awarded an Iowa Child Abuse Prevention Program grant (ICAPP) from the Iowa Department of Health and Human Services to provide home visiting services; and

WHEREAS, Lutheran Services in Iowa (LSI) currently implements the evidence based Healthy Families America (HFA) model to work with at-risk families with children ages zero to five-years who are overburdened and at risk of adverse childhood experiences including maltreatment; and

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

WHEREAS, the total amount to be paid to shall not exceed \$57,500 per fiscal year with a maximum amount not to exceed \$172,500 for the term of the Agreement.

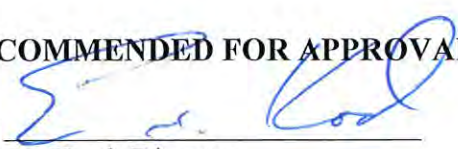
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with Lutheran Services in Iowa for home visiting services, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

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: All expenses for this agreement are covered by the ICAPP grant from Iowa HHS approved on 5/20/25.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Agreement with Lutheran Services in Iowa (LSI) for the provision of Evidence-Based Family Support Home Visitation Services.

Agenda Date: July 1, 2025

Contact Individual: Joy Ihle 286-2062

Previous Action taken by the Board: A similar agreement was approved for services offered through BHDS on June 21, 2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, through its DECAT Division, applied for and was awarded grant funds from the Iowa Department of Health and Human Services. Lutheran Services in Iowa (LSI) is currently implementing the Healthy Families America (HFA) model in Polk County and wishes to continue these services. HFA is an evidence-based model designed to work with overburdened families of children ages 0-5 who are at risk of adverse childhood experiences, including maltreatment. LSI will provide up to 120 sessions, but no less than 96 sessions each year with approximately ten overburdened families.

The term of this Agreement is July 1, 2025 through June 30, 2028. The total amount paid to the Provider shall not exceed \$57,500 per fiscal year. The total amount for the term of the Agreement shall not exceed \$172,500.

Action Impact: Approval of this Agreement will allow for Lutheran Services in Iowa to continue providing services to overburdened families of children ages 0-5 who are at risk of adverse childhood experiences.

Fiscal Note: All expenses for this agreement are covered by the \$125,000 ICAPP grant as is the Polk County staff time.

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		0	\$57,500	\$57,500 \$5,750		10443413.77493	10443413.52480 10443413.52710
26/27		0	\$57,500	\$57,500 \$5,750		10443413.77493	10443413.52480 10443413.52710
27/28		0	\$57,500	\$57,500 \$5,750		10443413.77493	10443413.52480 10443413.52710

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 through its operation of the Polk County Lead Remediation Program. The Polk County Lead Remediation Program aids in providing lead-safe homes for children in Polk County, Iowa; and

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

WHEREAS, once a property's lead issues have been remediated, a five-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County, Iowa, with the understanding that if the homeowner remains in the home for a term of five years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$25,000.00 was entered into on August 9, 2022, by homeowner Colleen E Bragg; and

WHEREAS, the homeowner has paid in full the five-year mortgage recorded in Book 19288 pages 471-480 against property located at 1518 31st Street, Des Moines, Iowa, 50311, and has met all requirements of the forgivable loan and grant.

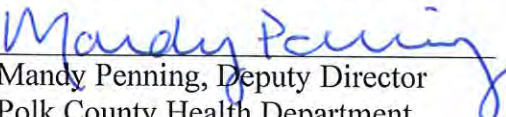
NOW, THEREFORE, BE IT RESOLVED Polk County, Iowa approves and releases the mortgage on 1518 31st Street, Des Moines, Iowa, 50311, and authorizes the Chair of the Polk County Board of Supervisors to sign the attached release and requests the Polk County Auditor to record this release on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

By _____
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:


Mandy Penning, Deputy Director
Polk County Health Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By 
Assistant County Attorney

FISCAL NOTE: NONE

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Release of Mortgage for 1518 31st Street, Des Moines, Iowa, 50311.

Agenda Date: July 1, 2025

Contact Individual: Laurie Gust, 286-2276

Previous Action taken by the Board: The Board of Supervisors approved Contract for Lead Remediation on this property on August 9, 2022.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Through Polk County's Lead Remediation Program, qualified homeowners in Polk County, Iowa are eligible for lead remediation grants to assist with costs of remediating lead hazards in their homes. Any property remediated after August, 2013 costing more than \$20,000 will have a five-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County, Iowa in the form of a five-year forgivable lien. For every year that the homeowner stays in the house 20% of the cost of the mortgage is forgiven. A mortgage in the amount of \$25,000.00 was entered into on August 9, 2022, by Colleen E Bragg, recorded in Book 19288 pages 471-480. The homeowner desires to pay off the remaining lien amount prior to meeting all requirements of the forgivable loan and will remit \$15,000 to Polk County to fully satisfy the lien.

Action Impact: Approving this Resolution authorizes the release of the mortgage on the property at **1518 31st Street, Des Moines, Iowa, 50311.**

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
2025-26	N	N/A	\$0	\$15,000	N		10223017.55100

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 1441 Guthrie Avenue, Des Moines, Iowa, 50316; and

WHEREAS, bids were received by 10:00 AM on 5/15/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$18,525.00
FAB Rehab	\$19,800.00
FexSteve Limited Company	\$23,675.00

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 **\$18,525.00**; and

WHEREAS, Richmond Construction, Wesley Rozenboom, Holly Rozenboom 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 **\$18,525.00** 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.

#22

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: Kim Graham
Assistant County Attorney

FISCAL NOTE: FY 24/25 revenue	\$18,525
FY 24/25 expenses	\$18,525

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1441 Guthrie Avenue, Des Moines, Iowa, 50316.

Agenda Date: July 1, 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.

Wesley & Holly Rozenboom own a property at **1441 Guthrie Avenue, Des Moines, Iowa 50316**. They have one child under the age of six. A lead inspection conducted by Polk County, Iowa through its Polk County Health Department identified lead hazards on the exterior and interior of the home. Bids were publicly opened on **May 15, 2025**. The following bids were received:

Richmond Construction	\$18,525.00
FAB Rehab	\$19,800.00
FexSteve Limited Company	\$23,675.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$18,525.00. **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
25/26	N	0	\$17,400	\$17,400	N	10223018.77440.01	10223018.52440
25/26	N	0	\$1,125	\$1,125	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 1100 E Sheridan Avenue, Des Moines, Iowa, 50316; and

WHEREAS, bids were received by 10:00 AM on 6/10/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

Richmond Construction	\$27,000.00
FexSteve Limited Company	\$28,100.00
FAB Rehab	\$29,673.00

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 **\$27,000.00**; and

WHEREAS, Richmond Construction, Joseph Buck, Victoria Routh 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 **\$27,000.00** 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.

#23

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	\$22,000
FY 24/25 expenses	\$27,000

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 1100 E Sheridan Avenue, Des Moines, Iowa, 50316.

Agenda Date: July 1, 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.

Joseph Buck and Victoria Routh own a property at **1100 E Sheridan Avenue, Des Moines, Iowa, 50316**. 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 **June 10, 2025**. The following bids were received:

Richmond Construction	\$27,000.00
FexSteve Limited Company	\$28,100.00
FAB Rehab	\$29,673.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **Richmond Construction** in the amount of \$27,000.00.

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	
25/26	N	0	\$13,500	\$13,500	N	10223018.77440.01	10223018.52440
25/26	N	0	\$8,500	\$8,500	N	10223018.77440.05	10223018.52440
25/26	N	0	\$5,000	\$0	N	10223017.77490.04	n/a

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 4380 NE Sheridan Avenue, Des Moines, Iowa, 50317; and

WHEREAS, bids were received by 10:00 AM on 6/10/2025; publicly opened and read by the Polk County Health Department; and

WHEREAS, the following bids were received:

FAB Rehab	\$25,499.00
FexSteve Limited Company	\$28,350.00
Richmond Construction	\$28,400.00

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 FAB Rehab; and

WHEREAS, the Polk County Health Department has reviewed the FAB Rehab bid proposal and recommends acceptance for **\$25,499.00**; and

WHEREAS, FAB Rehab, Sharon McDonald 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 **\$25,499.00** from FAB Rehab, 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

#24

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	\$20,499
FY 24/25 expenses	\$25,499

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Home Lead Remediation Contract to address lead hazard repairs at 4380 NE Sheridan Avenue, Des Moines, Iowa, 50317.

Agenda Date: July 1, 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.

Sharon McDonald owns a property at **4380 NE Sheridan Avenue, Des Moines, Iowa, 50317**. Ms. McDonald has two visiting 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 **June 10, 2025**. The following bids were received:

FAB Rehab	\$25,499.00
FexSteve Limited Company	\$28,350.00
Richmond Construction	\$28,400.00

The Polk County Health Department reviewed these bids and recommends acceptance of the lowest responsive bid: submitted by **FAB Rehab** in the amount of \$25,499.00. **FAB Rehab** 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
25/26	N	0	\$18,107	\$18,107	N	10223018.77440.01	10223018.52440
25/26	N	0	\$2,392	\$2,392	N	10223018.77440.05	10223018.52440
25/26	N	0	\$5,000	\$0	N	10223017.77490.04	n/a

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, in 2023, WesleyLife was chosen to provide the Local Public Health services outlined in the RFP for a period of one year, with an additional four years of extensions contingent upon WesleyLife's continued ability to meet the Agreement's requirements; and

WHEREAS, Polk County, Iowa, through its Health Department, and WesleyLife desire to enter-into a Renewal Agreement for Services commencing on July 1, 2025 and expiring on June 30, 2026; and

WHEREAS, Polk County, Iowa, through its Behavioral Health and Disability Services Department, and WesleyLife desire to enter-into a Renewal Agreement for Services commencing on July 1, 2025 and expiring on December 31st, 2025; and

WHEREAS, Polk County, Iowa and WesleyLife have previously executed a Business Associate Agreement to establish protections for client's protected health information per the requirements of HIPAA; and

WHEREAS, funding of \$230,000.00 for FY25/26 shall be allocated from the budget of the Polk County Health Department for these services; and

WHEREAS, funding of \$242,100.00 for July 1st, 2025 through December 31st, 2025 shall be allocated from the budget of the Polk County Behavioral Health and Disability Services Department for these services.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Renewal Agreement for Services with WesleyLife for the provision of Local Public Health Services 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 Health Department and the Director of the Polk County Behavioral Health and Disability Services Department, or their designees, be authorized to execute any and all documents in furtherance of this Agreement or its distribution.

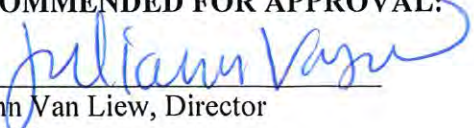
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

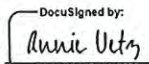
Matt McCoy, Chair
Polk County Board of Supervisors

#25

RECOMMENDED FOR APPROVAL:

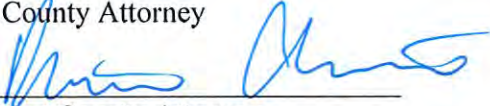
By: 
Juliann Van Liew, Director
Health Department

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: PCHD FY25/26 \$230,000

BHDS July 1, 2025 through December 31st, 2025 \$242,100

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Renewal Agreement for Services with WesleyLife to provide Local Public Health Nursing and Home Care Aide services.

Agenda Date: July 1st, 2025

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

Previous Action taken by the Board: A previous Agreement with WesleyLife for similar services was approved by the Polk County Board of Supervisors in 2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Historically, the Iowa Department of Health and Human Services (Iowa HHS) has provided funding to Polk County, Iowa through the Local Public Health Services Contract to assure that core public health functions and essential public health services are delivered in the community. These services included public health home nursing and home care aide services. Iowa HHS has changed its guidelines for funding of Local Public Health Services, resulting in Iowa HHS no longer providing funding for direct care services, and instead providing funding for administration of a Local Public Health Services Program. Polk County, Iowa recognizes the need and value of direct public health care services to its citizens, and thus, in FY23/24, Polk County committed to continuing these public health services and to funding them. WesleyLife was chosen to be the provider of these services on behalf of Polk County, Iowa.

This Renewal Agreement for Services with WesleyLife also includes funding from the Polk County Behavioral Health and Disability Services (BHDS) Department for the provision of home care aide services for their clients.

Action Impact: Polk County, Iowa desires to enter-into a Renewal Agreement for Services to WesleyLife to provide home care aide and home nursing services on behalf of the County. Reimbursement for these services shall not exceed \$230,000.00. WesleyLife shall also provide home care aide services for clients of the Polk County BHDS Department. The services to BHDS shall not to exceed \$242,100. The total cost of the Agreement shall not exceed \$472,100 per fiscal year.

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	0	\$230,000		Y	10223404.76260	
25/26	Y	0	\$241,100		Y	100444030.84032.320.3220a 100444230.84232.320.3220a 100444330.84332.320.3220a	

Additional Fiscal Note Information (optional): BHDS contract with WesleyLife ends December 31st, 2025.

RESOLUTION

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

WHEREAS, the Iowa Department of Health and Human Services (Iowa HHS) has requested Polk County expand the Department of Community, Family, and Youth Services (CFYS) Family Enrichment Center capacity to provide additional support to families; and

WHEREAS, Iowa HHS has committed to funding an additional Social Worker position beginning July 1, 2025 through June 30, 2028; and

WHEREAS, the created position is contingent on continued state funding and will be deleted when the funds are depleted; and

WHEREAS, the Director of CFYS is supportive of the position request and recommends the following position creation based on state funding available:

- Create one (1) Social Worker position, AFSCME grade 11, range \$72,653-\$98,083.

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Blair Parker
Blair Parker, Deputy Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

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

FISCAL NOTE: Estimated costs are \$108,553 for FY25/26, \$117,018 for FY26/27, and \$124,659 for FY27/28. Iowa HHS has committed to full funding of the position.

26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: July 1, 2025

Contact Individual: Blair Parker, Deputy Director of Human Resources

Previous Action taken by the Board: 6/17/2025

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Iowa Department of Health and Human Services (Iowa HHS) has requested Polk County expand the Department of Community, Family, and Youth Services (CFYS) Family Enrichment Center capacity to provide additional support to families. Iowa HHS has committed to funding an additional Social Worker position beginning July 1, 2025 through June 30, 2028. the created position is contingent on continued state funding and will be deleted when the funds are depleted. The Director of CFYS is supportive of the position request and recommends position creation based on state funding available.

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

Fiscal Note: Estimated costs are \$108,553 for FY25/26, \$117,018 for FY26/27, and \$124,659 for FY27/28. Iowa HHS has committed to full funding of the position.

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	1	\$108,553	\$108,553	Y	10233115	10233115
25/26	Y	1	\$117,018	\$117,018	Y	10233115	10233115
26/27	Y	1	\$124,659	\$124,659	Y	10233115	10233115

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Iowa Health and Human Services Department (Iowa HHS) has awarded a grant to Polk County Health Department to create a Hospital Preparedness Program (HPP) Coordinator position; and

WHEREAS, the proposed HPP Coordinator position would be responsible for cross-jurisdictional planning and coordination to mitigate, prepare for, respond to, and recover from emergency events impacting hospitals and healthcare entities; and

WHEREAS, Iowa HHS has committed to funding the position beginning July 1, 2025 through June 30, 2026, with options to extend the contract to June 30, 2031; and

WHEREAS, the created position is contingent on continued grant funding and will be deleted when the grant funds are depleted; and

WHEREAS, the Human Resources Department conducted a thorough review of the proposed position and is recommending the classification assignment; and

WHEREAS, the Director of Public Health is supportive of the position request and recommends the following position creation based on grant funding available:

- Create one (1) Hospital Preparedness Program Coordinator position, AFSCME grade 11, range \$72,653-\$98,083.

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Blair Parker
Blair Parker, Deputy Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: /s/ Ralph Marasco, Jr.

#27

Ralph E. Marasco, Jr.
Assistant County Attorney

FISCAL NOTE: Position cost is covered by
grant funds.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Position Modification within the Health Department

Agenda Date: July 1, 2025

Contact Individual: Blair Parker, Deputy Director of Human Resources

Previous Action taken by the Board: 6/17/2025

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Iowa Health and Human Services Department (Iowa HHS) has awarded a grant to Polk County Health Department to create a Hospital Preparedness Program (HPP) Coordinator position, responsible for cross-jurisdictional planning and coordination to mitigate, prepare for, respond to, and recover from emergency events impacting hospitals and healthcare entities. Iowa HHS has committed to funding the position beginning July 1, 2025 through June 30, 2026, with options to extend the contract to June 30, 2031. The created position is contingent on continued grant funding and will be deleted when funds are depleted. The Human Resources Department conducted a thorough review of the proposed position and recommends assignment to AFSCME grade 11, range \$72,653-\$98,083.

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

Fiscal Note: Position cost is covered by grant 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	Y	1	\$108,553	\$108,553	N		
26/27							
27/28							

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the public entities shown in Exhibit 'A' own parcels of real estate in Polk County that have past due taxes, and

WHEREAS, the County Treasurer has submitted statements to the appropriate agency for payment as required by 445.63, Code of Iowa, and

WHEREAS, the appropriate agency, the state or a political subdivision of the state, has failed to immediately remit payment, and

WHEREAS, under the provisions of Iowa Code 445.63, upon the failure of the governing body to immediately remit payment, the Board of Supervisors shall abate all of the taxes.

NOW, THEREFORE BE IT RESOLVED by the Polk County Board of Supervisors that in compliance with 445.63, Code of Iowa, in reference to all parcels listed in the attached exhibit, the Polk County Auditor and Treasurer are directed to abate the total amount due as defined in 445.1(9) and strike them from the county system.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: [Signature]
Assistant County Attorney

FISCAL NOTE:

#28

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Governmental Agency Abatement.

Agenda Date: 7/1/2025

Contact Individual: Charis Creighton
Assistant Treasurer
Polk County Treasurer

Previous Action taken by the Board: None

Board/Commission Actions Requested: Approval to abate delinquent taxes and accrued late interest and fees against properties held by political subdivisions of the State of Iowa.

Comply with Policy: Compliance with Iowa Code Section 445.63.

Background: The County Treasurer has submitted statements to the appropriate agency for payment as required by 445.63, Code of Iowa, and the appropriate agency, the state or a political subdivision of the state, has failed to immediately remit payment, and under the provisions of Iowa Code 445.63, upon the failure to immediately remit payment the Board of Supervisors shall abate all of the taxes.

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							
25/26							
26/27							

Additional Fiscal Note Information (optional): Abate Taxes - \$33,488.00

RESOLUTION

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

WHEREAS, pursuant to Iowa Code Section 427.11, if a person sells any parcel upon which the taxes, special assessments, and rates or charges, including interest, fees, and costs, have been suspended, or if any parcel, or any part of the parcel, upon which the taxes, special assessments, and rates or charges, including interest, fees, and costs, have been suspended, passes by devise, bequest, or inheritance to any person other than the surviving spouse or minor child of the person, the total amount due that has been suspended becomes due and payable with the next semiannual installment of taxes, and;

WHEREAS, the Polk County Treasurer has determined that the parcels listed in Exhibits 'A' and 'B', being listed as parcels without taxes due and no longer qualify for tax suspension pursuant to Iowa Code Section 427.11.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa directs the Treasurer to terminate the property tax suspension for the parcels listed in Exhibits 'A' and 'B', and the total amount of taxes, special assessments, and rates or charges against the parcels shall become due with the next semiannual installment of taxes.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Mary L. Wells
Mary L. Wells, Treasurer
Polk County Treasurer

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: [Signature]
Assistant County Attorney

FISCAL NOTE:

#29

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution to Terminate Tax Suspensions

Agenda Date: July 1, 2025

Contact Individual: Charis Creighton, Assistant County Treasurer

Previous Action taken by the Board: N/A

Board/Commission Actions:

Action Requested (Recommended): Approval to terminate tax suspensions

Comply with Policy: Iowa Code Section 427.11

Background:

Remove parcels from 'suspended' status in compliance with 427.11 Code of Iowa.

Action Impact: N/A

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Sarah Smith was employed as an Accounting Manager in the Polk County Treasurer's Office until July 16, 2024; and

WHEREAS, Sarah Smith is specially trained and experienced with the practices, policies, and procedures of the Polk County Treasurer's Office; and

WHEREAS, Polk County engaged Mrs. Smith as an independent contractor for the Polk County Treasurer's Office on July 16, 2024, on an as needed basis, not to exceed twenty (20) hours a week; and

WHEREAS, the Polk County Treasurer has requested the term of the Independent Contractor Agreement with Sarah Smith to be extended through December 31, 2025; and

WHEREAS, the attached Extension to Independent Contractor Agreement with Sarah Smith has been prepared to effect the extension.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Extension to Independent Contractor Agreement with Sarah Smith 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

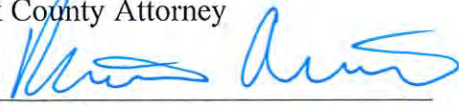
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$61.179 per hour, not to exceed 20 hours per week on an as needed basis.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Extension to Independent Contractor Agreement with Sarah Smith

Agenda Date: July 1, 2025

Contact Individual: Mary L. Wells, Polk County Treasurer

Previous Action taken by the Board: Independent Contract Agreement with Sarah Smith approved July 16, 2024

Action Requested (Recommended): Approval to extend Independent Contractor Agreement with Sarah Smith through December 31, 2025.

Background:

Sarah Smith was employed as an Accounting Manager in the Polk County Treasurer's Office until July 16, 2024. Sarah Smith is specially trained and experienced with the practices, policies, and procedures of the Polk County Treasurer's Office. Polk County The Polk County Treasurer desires to extend Sarah Smith as an independent contractor on an as needed basis, not to exceed twenty (20) hours a week through December 31, 2025.

Action Impact: Approval of the extension allows Sarah Smith to provide Accounting Manager services as an independent contractor on an as needed basis, as determined by the Polk County Treasurer, no to exceed 20 hours per week at \$61.179 per hour through December 31, 2025.

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	Not to exceed \$31,814.00				
26/27						

RESOLUTION

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

WHEREAS, on June 21, 2022, the Polk County Board of Supervisors passed a resolution awarding a request for proposal and Agreement to Worldpay, LLC to provide merchant service processing of credit, debit, and electronic payments through the Iowa Tax and Tags website; and

WHEREAS, the Agreement with Worldpay, LLC was for an initial term of three years with the option for two, one-year extensions; and

WHEREAS, the initial term ends June 30, 2025; and

WHEREAS, the Polk County Treasurer's Office recommends Polk County exercise a one-year renewal option.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby exercises its option to renew the Agreement with Worldpay, LLC for an addition one year term pursuant to the terms of the attached Amendment.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Kimberly Graham
Assistant County Attorney

FISCAL NOTE:

#31

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Extension of Worldpay, LLC Merchant Services Agreement

Agenda Date: July 1, 2025

Contact Individual: Mary L. Wells, Polk County Treasurer

Previous Action taken by the Board: Last approved version dated June 21, 2022

Action Requested (Recommended): Approval to extend Agreement with Worldpay, LLC for Merchant Services.

Background:

On June 21, 2022, the Polk County Board of Supervisors passed a resolution awarding a request for proposal and Agreement to Worldpay, LLC to provide merchant service processing of credit, debit, and electronic payments through the Iowa Tax and Tags website. The Agreement with Worldpay, LLC was for an initial term of three years with the option for two, one-year extensions. The initial term ends June 30, 2025. Approval of this action would extend the term of the Agreement for one year to June 30, 2026.

Action Impact: Approves extension.

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	\$15,000	\$220,050	Y	2990999999.77360	2990999999.67200.01 2990999999.67200.02 2990999999.67200.03 2990999999.67200.04 2990999999.67200.05 2990999999.67200.09
26/27						

Additional Fiscal Note Information (optional): Enterprise Fund Revenues/Expenses

RESOLUTION

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

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

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

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

WHEREAS, from time to time the Assessor discovers property owners that should have been allowed the Credit but for various reasons the Credit was disallowed. The Polk County Assessor recommends the Credit be allowed for one such property owner on the parcel for the taxable years noted on the attached sheet; and,

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

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

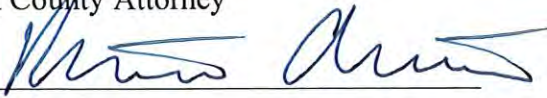


Randy Ripperger
Polk County Assessor

#32

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: None

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving the recommendation of the Polk County Assessor for allowance of the Homestead Tax Credit.

Agenda Date: July 1, 2025

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

Previous Action taken by the Board: None

Board/Commission Actions: N/A

Comply with Policy: Yes

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

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

Fiscal Note:

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

RESOLUTION

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

WHEREAS, Polk County, Iowa is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury and is investing in community projects that will increase the number of affordable housing units available countywide; and,

WHEREAS, the Board of Supervisors has been presented with a range of projects that would be eligible and impactful uses of ERA2 funds; and,

WHEREAS, the Starts Right Here development at 529 E. 9th St in Des Moines is a redevelopment project that will create 18 units at or below 50% AMI for youth transitioning to permanent housing; and,

WHEREAS, the Board of Supervisors is recommending approval of funding in the amount of \$750,000 to the Starts Right Here project.

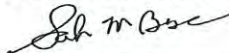
NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached funding agreement for the Starts Right Here project in the amount of \$750,000 and authorizes the Chair to sign said agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

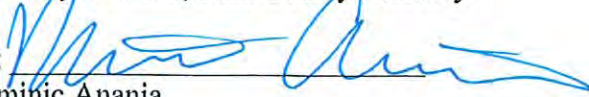
RECOMMENDED FOR APPROVAL:



By: Sarah Boese, Deputy County Administrator
Board of Supervisors

APPROVED AS TO FORM:

Kimberly Graham, Polk County Attorney

By: 
Dominic Anania
Assistant County Attorney

FISCAL NOTE: \$750,000 from ERA2

#33

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Emergency Rental Assistance 2 funding agreement for the Starts Right Here development.

Agenda Date: July 1, 2025

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

Previous Action taken by the Board: February 25, 2025

Board/Commission Actions: None

Status: New

Background: Polk County is the recipient of Emergency Rental Assistance 2 funds from the U.S. Treasury. The initial 75% of the \$62 million received was administered by Impact Community Action Partnership to support direct rental assistance. The remaining 25% will be used to support the creation of additional affordable units within Polk County.

Action Impact: Approve funding agreement

Fiscal Note:

Fiscal Year	Current Expense Budget	Requested Expense Increase/-Decrease	Current Revenue Budget	Requested Revenue Increase/-Decrease	# of New Position(s) Requested	Expense Account Code	Revenue Account Code
24/25	\$	\$750,000	\$	\$	0	40263415.77440	

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

BRAVO Greater Des Moines
Matt McCoy

1/2/26

Polk County Veteran Affairs Committee
Tim Coonan
Charles L. Vogt

6/16/26
6/16/26

POLK COUNTY

Chair

SUBMITTED BY:



Frank Marasco
Interim County Administrator

FY25/26 #
Fiscal Impact: None

#34

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: July 1, 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, Polk County, Iowa offers funding opportunities to non-profit organizations providing services throughout Polk County; and

WHEREAS, funding opportunities are made available through a unique partnership with Prairie Meadows Racetrack and Casino, Inc. wherein the grant funds shall be sourced only from available gaming revenue funds and not from tax revenues; and

WHEREAS, Polk County is committed to Arts and Culture, Economic Development, Education, and Health and Human Services projects that benefit the residents of Polk County; and

WHEREAS, Polk County funding is directed towards projects that serve a "Public Purpose" as defined as: an action by or at the direction of a government entity for promotion of the public health, safety, morals, general welfare, security, prosperity and contentment of all the inhabitants or residents within a given political division. Per Iowa law, economic development is one type of public purpose for which a government entity may provide grants, guarantees, tax incentives, or other financial assistance; and

WHEREAS, the Polk County Board of Supervisors desires to adopt the attached guidelines and procedures for the administration of the Polk County Community Betterment Grant, Development Grant and Sponsorship Programs.

NOW THEREFORE BE IT RESOLVED, Polk County, Iowa hereby adopts the attached guidelines for the Polk County Community Betterment Grant, Community Development Grant and Sponsorship Programs.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair

RECOMMENDED FOR APPROVAL:

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

#35

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By:

A handwritten signature in blue ink, appearing to be "Mark A. ...", written over a horizontal line.

Assistant County Attorney

Fiscal Note: N/A

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Polk County Community Betterment Grant, Community Development Grant and Sponsorship Guidelines.

Agenda Date: July 1, 2025

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

Previous Action taken by the Board: April 2, 2019

Board/Commission Actions: N/A

Comply with Policy:

Background: Polk County, Iowa, through its Board of Supervisors Grant Administration program offers funding opportunities to community service organizations throughout Polk County. Polk County Community Development Grants and Sponsorships are funded by Polk County through the operation of the Prairie Meadows Racetrack and Casino, Inc.

Action Impact: This resolution will approve and implement Community Betterment Grant, Community Development Grant and Sponsorship Guidelines.

Fiscal Note: N/A

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	\$0	\$0	N	n/a	n/a

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 25-26 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,

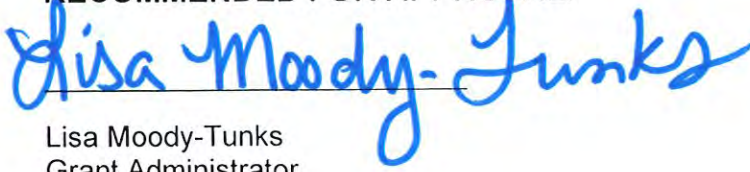
NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa hereby approves awarding \$76,762.25 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

#36

RECOMMENDED FOR APPROVAL:



Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$76,762.25 from the Community Betterment fund, FY 25-26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: July 1, 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 17, 2025 for \$24,500.00.

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 FY25-26 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 \$76,762.25 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
25/26		\$76,762.25		N	40109033.79410	

Additional Fiscal Note Information (optional):

Community Betterment Grant Awards
July 1, 2025

Big Brothers Big Sisters of Central Iowa	\$5,000.00
Bondurant Community Library Foundation	\$962.25
Children's Cancer Connection	\$4,000.00
Community Foundation of Greater Des Moines, fiscal agent for Endow Urbandale	\$2,000.00
Iowa Radio Reading Information Service for the Blind	\$7,800.00
Knock and Drop Iowa	\$7,000.00
Lower Beaver Neighborhood Association	\$3,000.00
Mindspring (f/k/a NAMI Greater Des Moines)	\$10,000.00
Mondamin Presidential Neighborhood Association	\$2,000.00
Parks Area Foundation	\$10,000.00
Planned Parenthood of the Heartland	\$6,500.00
Primary Health Care	\$6,000.00
Spina-Bifida Association of Iowa	\$1,500.00
The Des Moines Catholic Worker	\$4,000.00
Urbandale Optimist Club	\$1,000.00
Waterbury Neighborhood Association	\$3,000.00
West Des Moines Historical Society	\$3,000.00
TOTAL	\$76,762.25

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 FY25/26 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.

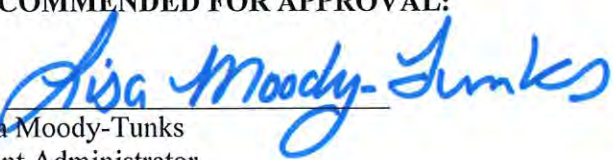
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa hereby approves the allocation of \$10,500.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Lisa Moody-Tunks
Grant Administrator

FISCAL NOTE: \$10,500.00 total in funds allocated for the attached Community Sponsorship Award List.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: July 1, 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 17, 2025 for \$4,000.00.

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 \$10,500.00 of gaming revenue to sponsor various non-profit events or initiatives in 2025.

Action Impact: Passing of this resolution will award \$10,500.00 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
25/26		\$10,500.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

Sponsorship Awards
July 1, 2025

City of Clive (Clive Parks & Recreation)	\$2,500.00
On With Life Foundation	\$5,000.00
Orchard Place Foundation	\$3,000.00
TOTAL	\$10,500.00

RESOLUTION

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

WHEREAS, Polk County, Iowa desires to engage in a consulting service regarding the Polk County Board of Supervisors new economic vision and leadership campaign; and,

WHEREAS, Flynn Wright has submitted an initial scope of work that includes general creative strategy, project management, and development of content, visual collateral and social media campaign.

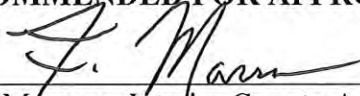
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement, with Flynn Wright for consulting service, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

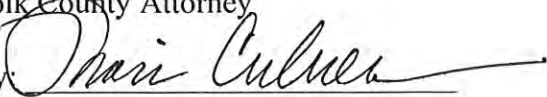
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Frank Marasco, Interim County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: FY25/26 \$45,000

#36

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving agreement with Flynn Wright.

Agenda Date: July 1, 2025

Contact Individual: Frank Marasco, Interim County Administrator

Previous Action taken by the Board: None

Board/Commission Actions: NA

Comply with Policy:

Background: This agreement covers initial consulting work for strategy and narrative development for a new economic vision and leadership campaign that is intended to launch in late summer with a preliminary target for cross-platform messaging across Polk County into the fall of 2026.

Action Impact: Approve 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	Y	0	\$45,000			10109000.76470	
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, in accordance with Section 331.801 of the Code of Iowa, a County Medical Examiner shall be appointed by the Polk County Board of Supervisors; and

WHEREAS, the Polk County Board of Supervisors desires to appoint Samuel Stanton, M.D., as the Polk County Medical Examiner in accordance with the terms of the attached agreement; and

WHEREAS, it is the desire of the Polk County Board of Supervisors to approve the attached Employment Agreement between Polk County and Samuel Stanton, M.D.

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Blair Parker
Blair Parker, Deputy Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

FISCAL NOTE: Estimated cost is \$149,290 for FY25/26, \$153,767 for FY26/27, and \$158,381 for FY27/28.

#39

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Employment Agreement between Polk County and Samuel Stanton, M.D.

Agenda Date: July 1, 2025

Contact Individual: Blair Parker, Deputy Director of Human Resources

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: In accordance with Section 331.801 of the Code of Iowa, a County Medical Examiner shall be appointed by the Polk County Board of Supervisors. Polk County desires to appoint Samuel Stanton, M.D. to the position of Polk County Medical Examiner in accordance with the terms of the employment agreement attached to the resolution accompanying this memorandum.

Action Impact: Approval of this resolution appoints Samuel Stanton, M.D. as the Polk County Medical Examiner, approves the employment agreement regarding the same, and authorizes the chairperson to sign the agreement on behalf of Polk County, Iowa.

Fiscal Note: Estimated cost is \$149,290 for FY25/26, \$153,767 for FY26/27, and \$158,381 for FY27/28.

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		\$149,290		N		
26/27	N		\$153,767		N		
27/28	N		\$158,381		N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, Chapter 331.801(3) of the Code of Iowa allows the Polk County Board of Supervisors to provide professional assistance as required by the county medical examiner's office; and

WHEREAS, the Polk County Board of Supervisors desires to appoint Rebecca Lachenmaier, M.D. as the Polk County Deputy County Medical Examiner in accordance with the terms of the attached agreement; and

WHEREAS, it is the desire of the Polk County Board of Supervisors to approve the attached Employment Agreement between Polk County and Rebecca Lachenmaier, M.D.

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Blair Parker
Blair Parker, Deputy Director
Department of Human Resources

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

FISCAL NOTE: Estimated cost is \$74,645 for FY25/26, \$77,631 for FY26/27, and \$79,961 for FY27/28.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Employment Agreement between Polk County and Rebecca Lachenmaier, M.D.

Agenda Date: July 1, 2025

Contact Individual: Blair Parker, Deputy Director of Human Resources

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Chapter 331.801(3) of the Code of Iowa allows the Polk County Board of Supervisors to provide professional assistance as required by the county medical examiner's office. The Polk County Board of Supervisors desires to appoint Rebecca Lachenmaier, M.D. to the position of Deputy County Medical Examiner in accordance with the terms of the employment agreement attached to the resolution accompanying this memorandum.

Action Impact: Approval of this resolution appoints Rebecca Lachenmaier, M.D. as the Deputy County Medical Examiner, approves the employment agreement regarding the same, and authorizes the chairperson to sign the agreement on behalf of Polk County, Iowa.

Fiscal Note: Estimated cost is \$74,645 for FY25/26, \$77,631 for FY26/27, and \$79,961 for FY27/28.

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		\$74,645		N		
26/27	N		\$77,631		N		
27/28	N		\$79,961		N		

Additional Fiscal Note Information (optional): N/A

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors appointed Frank Marasco ("Marasco") as Interim County Administrator on January 8, 2025; and

WHEREAS, the Polk County Board of Supervisors desire to enter into an agreement for Marasco's continued employment as County Administrator; and

WHEREAS, the parties have agreed upon terms for an Employment Agreement (attached), with a term expiring June 30, 2028.

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

Approved this ____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: Blair Parker
Blair Parker, Deputy Director of Human Resources

APPROVED AS TO FORM:

By: Amy L. Reasner
Amy L. Reasner, Outside Legal Counsel

FISCAL NOTE: Estimated cost is \$13,107 for FY25/26.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Employment Agreement between Polk County and Frank Marasco.

Agenda Date: July 1, 2025

Contact Individual: Matt McCoy

Previous Action taken by the Board: January 8, 2025

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: The Polk County Board of Supervisors appointed Frank Marasco as Interim County Administrator on January 8th, 2025 and desire to enter into an agreement for Frank Marasco's continued employment as County Administrator. The parties have agreed upon terms for an Employment Agreement, with a term expiring June 30th, 2028.

Action Impact: Approval of employment agreement extends the appointment of Frank Marasco as County Administrator and authorizes the chairperson to sign the agreement on behalf of Polk County, Iowa.

Fiscal Note: Estimated cost is \$13,107 for FY25/26.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N		\$13,107		Y	10109000.Variou 20109000.Variou	
26/27	N						
27/28	N						

Additional Fiscal Note Information (optional): Estimated cost includes salary, IPERS, and FICA.

MEMORANDUM OF APPOINTMENTS
July 1, 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
7/14/2025	Bani Ata, Odai	Sheriff	Detention Officer (SBS) 10041051	T15		\$67,493	N	New position per resolution dated 5/20/25.
7/14/2025	Biren, Brad	Board of Supervisors	Director of Compliance & Risk 10109000	M19		\$162,138	N	New position per resolution dated 4/22/25. 10% salary increase for previous experience.
7/14/2025	Burns, Bradley	Public Works	Mosquito Control Technician 10263020			\$18.00	N	Summer/Seasonal hire.
7/21/2025	Coos, David	Treasurer	Customer Service Assistant 10039022	A8		\$57,675	N	New position per resolution dated 5/6/25.
7/14/2025	Flinn, Marivic	General Services	Building Technician (SBS) 20271400	A5		\$45,785	N	New position per resolution dated 5/25/25.
7/28/2025	Galetich, Todd	Sheriff	Lieutenant 10041012	M15		\$136,771	S	Merit increase, fr. Lieutenant, M15 @ \$131,511. PAF and eval on file.
7/14/2025	Huseboe, Amber	General Services	Building Technician 10273104	A5		\$45,785	N	Rep. G. Amadeo term 5/30/25.
7/14/2025	Keeley, Justin	Sheriff	Detention Officer 10041051	T15		\$67,493	N	Rep. M. Echeverria term 6/8/25.
8/4/2025	Kestel, Jacob	Public Works	Water Resources Specialist 10266004	A10		\$67,272	N	New position per resolution dated 5/6/25.
7/12/2025	Konzen, Kyle	Sheriff	Detention Officer 10041051	T15		\$67,493	P	Fr. Detention Officer PT <30 Hours, T15 @ \$32.340. Rep. S. Arizaga term 6/16/25.

#47

7/14/2025	Lachenmaier, Rebecca	Medical Examiner	Deputy County Medical Examiner 10471110		\$122,185	N	Position reclassified from 4/22/25 Resolution. Employment contract agreement per 7/1/25 resolution
7/14/2025	Moyer-Stevens, Andrea	Sheriff	Detention Officer 10041051	T15	\$67,493	N	Rep. Y. Mohammad Yusman term 6/25/25.
7/26/2025	Niehaus, Logan	Sheriff	Detention Officer 10041051	T15	\$67,493	P	Fr. Detention Officer PT <30 Hours, T15 @ \$32.340. Rep. A. Crncevic term 6/16/25.
6/24/2025	Parker, Blair	Human Resources	Deputy Director HR 10129000	M17	\$167,435	O	Extraordinary Pay pursuant to the pay adjustment policy. Retro to 6/24/25.
7/21/2025	Perez, Brian	Treasurer	Customer Service Assistant 10038100	A8	\$57,675	N	New position per resolution dated 5/6/25.
7/30/2025	Richardson, Charity	Sheriff	Administrative Supervisor 10041001	M12	\$93,833	S	Merit increase, fr. Administrative Supervisor, M12 @ \$90,224. PAF and eval on file.
7/21/2025	Sedlar, Julia	Treasurer	Customer Service Assistant 10038100	A8	\$57,675	N	New position per resolution dated 5/6/25.
7/21/2025	Sink, Stephanie	Treasurer	Customer Service Assistant 10039022	A8	\$57,675	N	New position per resolution dated 5/6/25.
7/14/2025	Stanton, Samuel	Medical Examiner	County Medical Examiner 10471110		\$122,185	N	Position reclassified from 4/22/25 Resolution. Employment contract agreement per 7/1/25 resolution
7/12/2025	Tiano, Mario	General Services	Carpenter 10279106	A10	\$90,367	P	Fr. Equipment Operator, A09 @ \$86,064. Rep. T. Sawhill term 6/16/25.
7/14/2025	Tool, Jacob	Public Works	Equipment Operator 200267210	A9	\$62,289	N	Rep. G. Gonzalez Murillo term 3/11/25.
7/21/2025	Witt, Demetria	Treasurer	Customer Service Assistant 10038100	A8	\$57,675	N	New position per resolution dated 5/6/25.

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.

Blair Parker

Blair Parker, Deputy Director of Human Resources