

POLK COUNTY BOARD OF SUPERVISORS AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE - ROOM 120
July 15, 2025 9:30 A.M.

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

5. **PLEDGE OF ALLEGIANCE**

6. **PUBLIC COMMENTS**

PERMITS

- *7. Renewal application for Class “C” Retail Alcohol License with Outdoor Service Area Permit for Sonny’s Pizza Bistro LLC, located at 6594 NW 6th Dr, Des Moines.

[Item 7 Attachment](#)

RESOLUTIONS

- *8. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing on July 29, 2025 on disposal of County interest in real estate (vacant parcel at 1107 Filmore St, Des Moines) to Ruth Bodensteiner and Harriet J. Enos.

[Item 8 Attachment](#)

- *9. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing on July 29, 2025 on disposal of County interest in real estate (vacant parcel behind 2707 64th St, Des Moines) to Megan M. Clausen.

[Item 9 Attachment](#)

- *10. Resolution authorizing Auditor’s Office to publish Notice of Public Hearing on July 29, 2025 on vacation of unused road right of way (on portions of Walnut Street, Main Street, and alley ROW) located in the Rising Sun subdivision.

[Item 10 Attachment](#)

- *11. Resolution accepting bid (\$59,000.00 per year) from Iowa Signal Inc. for an agreement for traffic signals, flashing beacons, and street lighting maintenance and repair.

[Item 11 Attachment](#)

- *12. Resolution authorizing submission of the FY26 Revised Secondary Road Budget and the Five-Year Secondary Road Construction Program to the Iowa Department of Transportation.

[Item 12 Attachment](#)

- *13. Resolution awarding Contract for Little Fourmile Creek Stream Restoration Project to RW Excavating Solutions, LC.

[Item 13 Attachment](#)

- *14. Resolution approving Agreement with Polk County Conservation Board for the Sleepy Hollow Stream Restoration Project.
[Item 14 Attachment](#)
- 15. Resolution approving Weatherization Project (\$18,615.52) to be awarded to an approved contractor.
- *16. Resolution approving Agreement for Refuse Disposal Services with Waste Management of Iowa, Inc.
[Item 16 Attachment](#)
- *17. Resolution approving Agreement for Recycling Services with Waste Management of Iowa, Inc.
[Item 17 Attachment](#)
- *18. Resolution approving Agreement for Shredding Disposal Services with Green Resource Management Inc. (dba The Shredder).
[Item 18 Attachment](#)
- *19. Resolution approving Opioid Settlement Funds for Grantee Technical Assistance from Iowa State University.
[Item 19 Attachment](#)
- *20. Resolution approving Settlement Agreement, Release of Liability, Indemnification, and Covenant Not to Sue with Jennifer Myers.
[Item 20 Attachment](#)
- *21. Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Residential Substance Abuse Treatment Grant (Bridges of Iowa).
[Item 21 Attachment](#)
- *22. Resolution approving July 15, 2025 manufactured home abatement.
[Item 22 Attachment](#)
- 23. Resolution approving funding for a successful bid for NCAA Division I Men's Basketball Championship 1st and 2nd round games in 2028.
- *24. Resolution approving Minimum Assessment Agreement for the Goldfinch development.
[Item 24 Attachment](#)
- 25. Resolution approving Community Betterment Grant Awards.
- 26. Resolution approving Community Sponsorship Awards.

REPORTS

- *27. Polk County Annual Comprehensive Financial Report Fiscal Year Ending June 30, 2024.

[Item 27 Attachment](#)

- *28. Polk County Veterans Affairs Fourth Quarter Report FY 24/25.

[Item 28 Attachment](#)

COMMUNICATIONS

- *29. 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 – E 42nd Street Project (Harris, 2635 E. 42nd Street).

[Item 29 Attachment](#)

- *30. City of Urbandale Notice of Consultation on the Proposed Voluntary Annexation of Certain Real Estate Generally Located within the Corporate Boundaries of the City of Grimes.

[Item 30 Attachment](#)

BUDGET ACTIONS

31. Memorandum of Budget Actions.

APPOINTMENTS

32. Memorandum of Appointments.

33.

BOARD MEMBER COMMENTS

CLOSED SESSION

34. 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/0KNr_0TnGCO

2010-3439

RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's interest in a vacant parcel located at 1107 Filmore Street, Des Moines, Iowa and legally described as:

W 20F LT 10 & E 10F LT 11 BLK 10 STEWARTS ADDITION

To Ruth Bodensteiner and Harriett J. Enos for a total of \$500.00; and

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

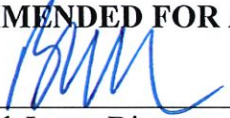
NOW, THEREFORE BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of July 29, 2025, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

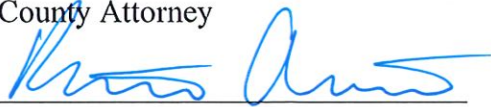
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: \$500.00 to Real Estate Fund

#8

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 111-25 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #2010-3439, a vacant parcel at 1107 Filmore Street, Des Moines, Iowa, to Ruth Bodensteiner and Harriett J. Enos District 40 Parcel 04410-000-000.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes. Proposal.

Background: Polk County received a proposal from Ruth Bodensteiner and Harriett J. Enos for a total of \$500.00 to purchase this parcel. The County received this parcel by tax deed in February of 2025. Property size is .104 acres. Parcel is not buildable.

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

Fiscal Note: None.

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

Additional Fiscal Note Information (optional):

97-176

RESOLUTION

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

WHEREAS, it is proposed to dispose of Polk County's interest in a vacant parcel located behind 2707 64th Street, Des Moines, Iowa and legally described as:

-EX N 100F & S 60F- S 220F OUTLOT W WESTOVER PLAT 3

To Megan M. Clausen for a total of \$500.00; and

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

NOW, THEREFORE BE IT RESOLVED that a public hearing on this proposed disposal of the County's interest in real estate will be held on the date of July 29, 2025, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret Vandelune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: \$500.00 to Real Estate Fund

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 112-25 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #97-176, a vacant parcel behind 2707 64th Street, Des Moines, Iowa, to Megan M. Clausen District 100 Parcel 12941-028-008.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes. Proposal.

Background: Polk County received a proposal from Megan M. Clausen for a total of \$500.00 to purchase this parcel. The County received this parcel by tax deed in October of 1983. Property size is 50' x 60'. Parcel is not buildable.

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

Fiscal Note: None.

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

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County Public Works Department has received a request from the adjacent property owner to vacate un-used road right of way on portions of Walnut Street, Main Street, and alley ROW located in the Rising Sun subdivision, Polk County, Iowa; and

WHEREAS, said right-of-way vacation must comply with Section 306.10 of the Code of Iowa; and

WHEREAS, the legal description of the road right-of-way easement within the unincorporated area of Polk County proposed to be vacated as shown on the attached exhibits and legal descriptions; and

WHEREAS, said vacation will be made with reservations of right-of-way easements for existing public utilities, including electric, gas, communication, cable TV, water and sanitary sewer, and storm sewer within the above-described parcel for the right to service said utilities; and

WHEREAS, Section 306.11 of the Code of Iowa requires a public hearing be held before the vacation of a public roadway easement.

NOW, THEREFORE BE IT RESOLVED that a public hearing on the proposed vacation of said road right-of-way will be held on the date of July 29, 2025, at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa. The Auditor is directed to publish notice of the public hearing.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

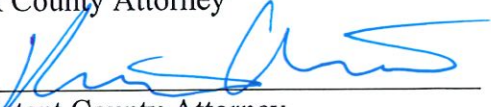
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: None.

#10

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 117-25 to establish public hearing and publish notice to vacate un-used road right of way on portions of Walnut Street, Main Street, and alley ROW located in the Rising Sun subdivision, Polk County, Iowa.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: None.

Board/Commission Actions: None.

Comply with Policy: Yes, authorized by Chapter 306.10 of the Iowa Code.

Background: Polk County Public Works Department has received a request from the adjacent property owner to vacate un-used road right of way on portions of Walnut Street, Main Street, and alley ROW located in the Rising Sun subdivision, Polk County, Iowa. Public Works recommends approval of this road vacation which will be made with reservations of right-of-way easements for existing public utilities, including electric, gas, communication, cable TV, water and sanitary sewer and storm sewer, within the described parcels for the right to service existing utilities.

Action Impact: Sets date and time of Public Hearing and directs Auditor to publish the attached notice of hearing, and to furnish the Public Works Department with an affidavit of publication.

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/A	N	N	N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County owns and maintains traffic signals, flashing beacons, and street lighting; 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 Iowa Signal Inc., in the amount of \$59,000.00; and

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

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa awards the maintenance and repair of traffic signals, flashing beacons, and street lighting bid to Iowa Signal Inc. approves the Agreement with Iowa Signal Inc. in the amount of fifty-nine thousand dollars (\$59,000.00); and

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

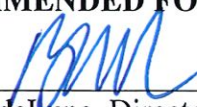
BE IT FURTHER RESOLVED that the Public Works Department return a copy of the signed Agreement to Iowa Signal Inc. and administer the Agreement on behalf of Polk County, Iowa.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:



Bret Vandellune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: Anticipated expense includes bid of \$59,000 for set monthly inspections plus an estimated hourly expense (historic average of 636 hours per year, hourly rate of \$95 used for determination of the anticipated expense, total of \$60,420) for a total anticipated expense of \$119,420.

#11

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 113-25 to accept the bid of \$59,000.00 per year received from Iowa Signal Inc. Des Moines, Iowa for an Agreement for traffic signals, flashing beacons, and street lighting maintenance and repair.

Agenda Date: July 15, 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 Iowa Signal 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 traffic signals, flashing beacons, and street lights. We have traditionally relied on Iowa Signal Inc. for maintenance and repairs, and we have previously signed their contract with them. Moving forward, Iowa Signal 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.

Action Impact: Resolution authorizes Iowa Signal Inc. to perform maintenance and repair work on Polk County traffic signals, flashing beacons, and street lighting.

Fiscal Note: Anticipated expense includes bid of \$59,000 for set monthly inspections plus an estimated hourly expense (historic average of 636 hours per year, hourly rate of \$95 used for determination of the anticipated expense, total of \$60,420) for a total anticipated expense of \$119,420.

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	\$119,420.00	N/A	N	200267130.73400	
26/27	N	N/A	\$119,420.00	N/A	N	200267130.73400	
27/28	N	N/A	\$119,420.00	N/A	N	200267130.73400	

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, it has become necessary to submit to the Iowa Department of Transportation, a revision to the Fiscal Year 2026 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program, due to additions and changes since the Fiscal Year 2026 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program were formally adopted on April 22, 2025.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the revision and authorizes the Chair of the Polk County Board of Supervisors to sign the revised Fiscal Year 2026 Polk County Secondary Road Budget and the Five-Year Secondary Road Construction Program and directs the Public Works Department to submit same to the Iowa Department of Transportation on behalf of Polk County, Iowa

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

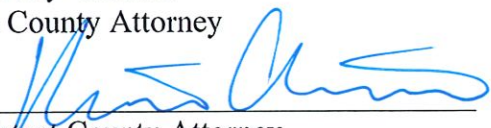
RECOMMENDED FOR APPROVAL:



Bret VandLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

FISCAL NOTE: None.

#12

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution 114-25 authorizes the Board of Supervisors to sign and directs the Public Works Department to submit the FY26 Revised Secondary Road Budget and the Five-Year Secondary Road Construction Program to the Iowa Department of Transportation.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: Resolution 71-25 approved the FY2026 Secondary Road Budget and the Five-Year Secondary Road Construction Program.

Board/Commission Actions: Approve resolution and sign the FY2026 Revised Secondary Road Budget and the Five-Year Secondary Road Construction Program and authorize the Public Works Department to submit to the Iowa Department of Transportation.

Comply with Policy: Yes.

Background: The FY2026 Secondary Road Budget and the Five-Year Secondary Road Construction Program were adopted April 22, 2025. This revision uses the Iowa Department of Transportation format to show the County revisions to the adopted budget and program.

Action Impact: The resolution directs the Public Works Department to submit the FY2026 Revised Secondary Road Budget and the Five-Year Secondary Road Construction Program to the Iowa Department of Transportation.

Fiscal Note: Costs will be paid from the Secondary Roads 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
25/26	N	0	\$0		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, by Resolution 38-24, dated February 27, 2024 and Resolution 4-25, dated January 2, 2025, Polk County, Iowa approved funding agreements for the Little Fourmile Creek Stream Restoration Project ("the Project"); and

WHEREAS, Project No. 712-2425, for the construction of the Project was bid in accordance with approved funding agreements; and

WHEREAS, the Project was publicly let for bids on the June 26, 2025, with the following results:

RW Excavating Solutions, LC \$791,788.60

On Track Construction, LLC \$1,385,574.00; and

WHEREAS, it is the recommendation of the Public Works Department to accept the bid from RW Excavating Solutions, LC in the amount of \$791,788.60; and

WHEREAS, the Public Works Department will oversee implementations of the Project, provide payments to contractor, approve change orders up to 15% bid amount, and coordinate with state, local, and federal funding partners.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa does accept the bid and herein awards the Project to RW Excavating Solutions, LC in the amount of seven hundred, ninety-one thousand, seven hundred, and eighty-eight dollars and 60/100 (\$791,788.60); and

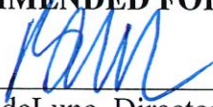
BE IT FURTHER RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Services with RW Excavating Solutions, LC, authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa, and authorizes the Polk County Public Works Department to administer the Agreement on Polk County's behalf, including approving change orders of up to 15% of the total bid amount.

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

#13

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 115-24 to award contract for Project No. 712-2526, Little Fourmile Creek Stream Restoration Project to RW Excavating Solutions, LC.

Agenda Date: July 15, 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. 4-25 dated 1/2/2025 approving Project Agreement with the City of Altoona.

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 Little Fourmile Creek between 8th St. SW to 17th Ave. SW within the City of Altoona.

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
24/25	Y	0	\$791,788.60	\$593,841.45	N	50266320.77440	50266320.52290
24/25	Y	0		\$197,947.15	N		50266320.52790

Additional Fiscal Note Information (optional): \$593,841.45 revenue provided by Iowa Department of Agriculture and Land Stewardship and \$197,947.15 provided by the City of Altoona.

RESOLUTION

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

WHEREAS, Polk County is a member of the Fourmile Creek Watershed Management Authority and has made ongoing efforts to improve water quality and reduce flooding across the watershed; and

WHEREAS, Polk County is leading a targeted stream restoration project to protect infrastructure, reduce stream erosion, and improve water quality, referred to as the Eastern Polk County Stream Restoration Program; and

WHEREAS, the Polk County Conservation Board and Polk County have identified the need to restore the Fourmile Creek streambank within Sleepy Hollow Sports Park; and

WHEREAS, the Polk County Conservation Board will provide \$437,098 towards construction and design to match \$1,311,293 previously provided by the Iowa Department of Agriculture and Land Stewardship; and

WHEREAS, an agreement with the Polk County Conservation Board has been developed to set forth the duties and obligations of the parties for the Fourmile Creek Streambank Restoration within Sleepy Hollow Sports Park.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement with the Polk County Conservation Board, 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.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

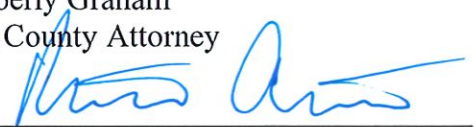
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 116-25 to approve Agreement with Polk County Conservation Board for the Sleepy Hollow Stream Restoration Project.

Agenda Date: July 15, 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 February 27, 2024 Approving Amendment for addition of Stream Projects to IDALS Wetland 28E Agreement,

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 Fourmile Creek within Sleepy Hollow Sports Park in partnership with Polk County Conservation.

Action Impact: Action approves the Chair to sign the agreement.

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
24/25	Y	0	\$1,748,391	\$437,098	N	50266320.77440	50266320.52790
24/25	Y	0		\$1,311,293	N		50266320.52290

Additional Fiscal Note Information (optional): \$1,311,293 additional revenue provided through Iowa Department of Agriculture and Land Stewardship 28E Agreement.

RESOLUTION

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

WHEREAS, the Polk County Public Works Department, on behalf of Polk County, Iowa, operates a Weatherization Program by partnering with the State of Iowa to assist lower income households by hiring contractors to install weatherization measures designed to improve overall efficiency and remediate health and safety items within a home; and

WHEREAS, the State of Iowa has set itemized pricing for measures to be installed to homes. Project, 20-00-9870, has an established amount of \$18,615.52 for weatherization work to be completed by a contractor; and

WHEREAS, resolution No. 101-25, establishes that projects over \$15,000 need to be approved by the Polk County Board of Supervisors.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves project 20-00-9870 in the amount of \$18,615.52 and authorizes the Public Works Department to award this project to a contractor that has an annual agreement with Polk County, Iowa to perform such weatherization work.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

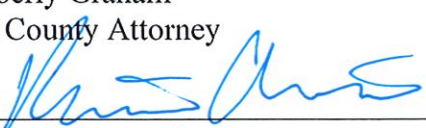
RECOMMENDED FOR APPROVAL:



Bret VandeLune, Director
Polk County Public Works Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 

Assistant County Attorney

Fiscal Note: \$1,000 of revenue will come from the Polk County Housing Trust fund, the remainder \$17,615.52 will come from the Department of Energy agreement, DOE-BIL22-20.

#15

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 118-25 approving Weatherization project 20-00-9870 in the amount of \$18,615.52 to be awarded to an approved contractor.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: Approved resolution No. 101-25 to approve projects over \$15,000.

Board/Commission Actions: Approval of resolution No. 101-25

Comply with Policy: Yes.

Background: The Housing Services Division of Polk County Public Works Department has operated a Weatherization program in partnership with the State of Iowa for several decades. The program is designed to assist lower income households throughout Polk County by installing weatherization measures to a home in an effort to create energy efficiencies and remediate health and safety items within the home. The State of Iowa has established itemized pricing across the State of Iowa for individual measures that are installed. Approved contractors are then hired to install these measures with Housing Services Staff overseeing and inspecting the work prior to final payment. Recently, the Board of Supervisors approved resolution No. 101-25 which sets criteria for the Board of Supervisors to approve certain projects. In this case, the project is over the \$15,000 threshold, which requires Board approval.

Action Impact: The proposed resolution will approve project 20-00-9870 and authorizes the Public Works Department to award project, 20-00-9870 to an approved contractor.

Fiscal Note: \$1,000 of revenue will come from the Polk County Housing Trust fund, the remainder \$17,615.52 will come from the Department of Energy agreement, DOE-BIL22-20.

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	\$18,615.52	\$1,000	N	10263410.74300 10263410.74310	10263410.52790
25/26	N	0		\$17,615.52	N		10263410.52420

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on May 7, 2025, the County issued an Invitation for Bid (IFB No. 200-2425) for refuse disposal services at Polk County building locations; and

WHEREAS, on May 22, 2025, three (3) bid proposals were received by Polk County; and

WHEREAS, on June 3, 2025, the Procurement and Purchasing Division issued an intent to award these services to Waste Management of Iowa, Inc. as the most responsive and responsible bidder; and

WHEREAS, the initial term of this agreement is for one (1) year, with the possibility of two (2), one (1) year extensions.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Refuse Disposal Services, with Waste Management of Iowa, Inc., 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

25/26-002

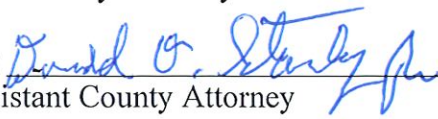
RECOMMENDED FOR APPROVAL:

By: _____

Scott Ourth, Director
Polk County General Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Estimated annual cost for refuse disposal is \$178,000.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Refuse Disposal Services, with Waste Management of Iowa, Inc.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: The Polk County Procurement and Purchasing Division issued an Invitation for Bid for the disposal of refuse at Polk County buildings. Waste Management of Iowa, Inc. provided the low bid for these services.

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

Fiscal Note: Estimated annual cost for refuse disposal is \$178,000.

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		\$178,000.00		N		
26/27	N		\$178,000.00		N		
27/28	N		\$178,000.00		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on April 29, 2025, Polk County Procurement and Purchasing issued a Request For Quotation (RFQ No. 182-2526) for recycling services; and

WHEREAS, on May 13, 2025, Polk County did not receive any quotations in response to this RFQ; and

WHEREAS, on May 14, 2025, the current service provider, Waste Management of Iowa, Inc. was contacted to continue providing services to Polk County; and

WHEREAS, Waste Management of Iowa, Inc. provided pricing for services and General Services recommends accepting these prices for the service term.

WHEREAS, Acceptance of a quote will result in an agreement that shall be in effect for a three (3) year period beginning July 1, 2025 - June 30, 2028 and renewable for two (2) additional one (1)-year periods if the service has been satisfactory and a price can successfully be negotiated.

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

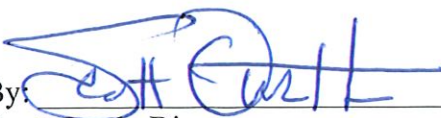
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

25/26-003

RECOMMENDED FOR APPROVAL:

By: 
Scott Ourth, Director
Polk County General Services

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Estimated annual cost for recycling services is \$17,600.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Recycling Services, with Waste Management of Iowa, Inc.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: The Polk County Procurement and Purchasing Division issued a Request for Quotation for recycling services at various Polk County buildings. No responses were received. Waste Management of Iowa, Inc. provided pricing to continue the current services.

Action Impact: Approval of this agreement will award recycling services to Waste Management of Iowa, Inc. for a three (3) year term, July 1, 2025 to June 30, 2028. This agreement has two (2), one (1) year options to extend if services have been satisfactory.

Fiscal Note: Estimated annual cost for disposal of recycling is \$17,600.

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		\$17,600.00		N		
26/27	N		\$17,600.00		N		
27/28	N		\$17,600.00		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, on April 30, 2024, the County issued a Request For Quotation (RFQ No. 183-2425) for document shredding disposal services; and

WHEREAS, on May 14, 2024, The Shredder submitted its proposal to Polk County; and

WHEREAS, on May 21, 2024, the Polk County Board of Supervisors approved the award to The Shredder; and

WHEREAS, services provided by The Shredder have been satisfactory and the first, of two possible 1-year extensions, was offered; and

WHEREAS, The Shredder provided pricing for services with no increase from the previous year and Polk County General Services accepted on April 21, 2025.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement for Document Shredding Material Disposal Services, with The Shredder, and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

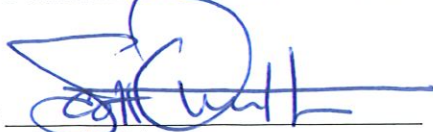
Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

25/26-001

RECOMMENDED FOR APPROVAL:

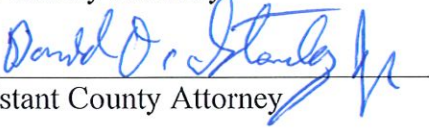
By: 

Scott Ourth, Director
Polk County General Services

#18

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: Estimated annual cost for disposal of shredding is \$15,600.

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Agreement for Shredding Disposal Services, with Green Resource Management, Inc., d/b/a/ The Shredder.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy:

Background: The Polk County Procurement and Purchasing Division issued a Request for Quotation for the disposal of document shredding materials at various Polk County buildings. The Shredder provided the low bid for these services.

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

Fiscal Note: Estimated annual cost for disposal of shredding is \$15,600.

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		\$15,600.00		N		
26/27	N		\$15,600.00		N		

Additional Fiscal Note Information (optional):

RESOLUTION

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

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

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

WHEREAS, to support the ongoing utilization of opioid settlement funds for prevention, Iowa State University’s Public Science Collaborative will partner with Polk County, Iowa and its Behavioral Health & Disability Services Department to provide technical assistance to five Polk County Opioid Settlement Fund Grantees; and

WHEREAS, the Iowa State University Public Science Collaborative is well-qualified to provide technical assistance and support that help Grantees utilize funds in an efficient manner to achieve project goals; and

WHEREAS, Polk County, Iowa and Iowa State University’s Public Science Collaborative desire to enter into the attached Agreement for the provision of technical assistance services to five Polk County Opioid Settlement Fund Grantees.

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Agreement and the award in the amount of \$35,000.00 to Iowa State University and authorizes the Chair of the Polk County Board of Supervisors to sign said Agreement on behalf of Polk County, Iowa.

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

#19

DocuSigned by:
By: Annie Uetz
93AF934524C4429...
Annie Uetz, Director
Polk County Behavioral Health & Disability Services Department

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

Signed by:
By: Andrea Petrovich
A52A753F8E024C3...
Assistant County Attorney

FISCAL NOTE: Opioid Settlement Fund – \$35,000.00 FY25/26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Opioid Settlement Funds for Grantee Technical Assistance from Iowa State University.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: Approval of Opioid Settlement Fund Prevention Grants on June 17, 2025

Board/Commission Actions: N/A

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

Background: As a part of the Polk County Opioid Settlement Funds grants that were awarded in on June 17, 2025, Prevention Grantees are required to participate in technical assistance to strengthen their youth prevention programs by improving data collection, aligning programs with evidence-based practices, creating sustainability plans, and working towards organization-determined goals. Other grantees doing prevention work were also extended the opportunity to participate in this specialized technical assistance. The Public Science Collaborative at Iowa State University has extensive experience contracting with governments and nonprofits to improve prevention systems and data surveillance of substance use. The Public Science Collaborative will provide group and one-on-one learning opportunities for five grantees for six months, and their contract will be amended and extended for the rest of the Prevention Grant period, through December 2026, as agreed upon by all parties to accommodate the changing needs of the grantees.

Action Impact: The adoption of this resolution will award \$35,000.00 of Opioid Settlement Funds to Iowa State University over three payments made upon receipt of deliverables (written reports) to Polk County and authorizes the Chair to sign the attached Agreement.

Fiscal Note: This Agreement will be paid exclusively with Opioid Settlement Funds.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
25/26	N	0	\$35,000.00	\$0	N	350443520. 77491.007	

RESOLUTION

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

WHEREAS, Jennifer Myers was an inmate at the Polk County Jail in April of 2024; and

WHEREAS, Ms. Myers made claims alleging an injury while incarcerated;

WHEREAS, Ms. Myers and Polk County, Iowa, desire to enter into a Settlement Agreement to resolve this matter to avoid the possibility of litigation and the uncertainty and expense of trial;

WHEREAS, Polk County Risk Management has approved a settlement of \$40,000.00; and

WHEREAS, it is in the best interest of the public that the claims be resolved without the uncertainty, expense and risk of litigation; and

NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the terms of the attached Settlement Agreement of Jennifer Myers claims 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: Blair Parker
Blair Parker, Human Resources Deputy Director

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: Julie Bussanmas
Julie Bussanmas
Assistant County Attorney

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Settlement Agreement, Release of Liability, Indemnification, And Covenant Not to Sue by and between Polk County, Iowa and Jennifer Myers.

Agenda Date: July 15, 2025

Contact Individual: Julie Bussanmas
Assistant County Attorney
286-3314

Previous Action taken by the Board: N/A

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Jennifer Myers was an inmate of the Polk County Jail in April of 2024. Ms. Myers alleges she sustained an injury while incarcerated. It is in the best interests of Polk County to settle these matters to reduce the risk of award at trial. Polk County will resolve the litigation by payment of \$40,000.00 in exchange for a complete Settlement, Release of Liability, Indemnification, and Covenant Not to Sue in Polk County's favor.

Action Impact:

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25							
25/26	Y		\$40,000.00		N	30129200.7730	
26/27							

Additional Fiscal Note Information (optional):

RESOLUTION

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

WHEREAS, Polk County, Iowa, acting by and through the Polk County Sheriff's Office, annually applies to the Iowa Office of Drug Control Policy (ODCP) for a U.S. Department of Justice Residential Substance Abuse Treatment Program Grant; and

WHEREAS, on 07/16/2024, Polk County approved the terms of the Iowa Office of Drug Control Policy grant funding for a Residential Substance Abuse Treatment Program Grant (Funding Opportunity 546189-2023 RSAT; RSAT CFDA #16.593; Grant #23-RSAT-01) in the amount of \$380,096 from 10/01/2024 through 09/30/2025; and

WHEREAS, the Iowa Office of Drug Control Policy desires to increase the grant funding from \$380,096 to \$407,096 and extend the term expiration from 09/30/2025 to 12/31/2025; and

WHEREAS, Bridges of Iowa, Inc. is responsible for a match of 25% in the amount of \$135,699 for a total amount of \$542,795; and

WHEREAS, the award requires no matching funds from Polk County, Iowa.

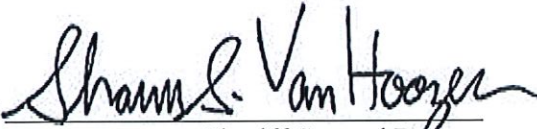
NOW, THEREFORE BE IT RESOLVED Polk County, Iowa approves the amended terms of the attached Iowa Office of Drug Control Policy U.S. Department of Justice Residential Substance Abuse Treatment Grant (Funding Opportunity 546189-2023 RSAT; RSAT CFDA #16.593; Grant #23-RSAT-01) and authorizes the Chair of the Polk County Board of Supervisors to sign said grant award 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: 
Shawn VanHoozer, Sheriff Second Deputy
Polk County Sheriff's Office

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Ralph E. Marasco
Assistant County Attorney

FISCAL NOTE: Revenue \$407,096 Expense \$407,096

#21

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Iowa Office of Drug Control Policy U.S. Department of Justice Residential Substance Abuse Treatment Grant (Funding Opportunity 546189-2023 RSAT; RSAT CFDA #16.593; Grant #23-RSAT-01).

Agenda Date: 07/15/2025

Contact Individual: Shawn VanHoozer, 515-286-2261, shawn.vanhoozer@polkcountyiowa.gov

Previous Action taken by the Board: The Board approved the Residential Substance Abuse Treatment Grant (Funding Opportunity 546189-2023 RSAT; RSAT CFDA #16.593; Grant #23-RSAT-01 on 07/16/2024.

Board/Commission Actions: N/A

Comply with Policy: Yes

Background: Polk County, in partnership with Bridges of Iowa, applied for and was awarded an Iowa Office of Drug Control Policy U.S. Department of Justice Residential Substance Abuse Treatment Grant (Funding Opportunity 546189-2023 RSAT; RSAT CFDA #16.593; Grant #23-RSAT-01) from 10/01/2024 through 09/30/2025 in the amount of \$380,096.

The grant is for the continued funding of the residential substance abuse treatment program which is administered by Bridges of Iowa. Bridges of Iowa and Polk County have been active partners in residential substance abuse treatment for a number of years. This award provides funding for treatment to individuals who may otherwise be incarcerated in the Polk County Jail.

Action Impact: The grant extension extends the term expiration from 09/30/2025 to 12/31/2025 and increases the grant funding from \$380,096 to \$407,096, with Bridges of Iowa, Inc. responsible for a match of 25% in the amount of \$135,699, for a total amount of \$542,795. This action continues funding for treatment to individuals who may otherwise be incarcerated in the Polk County Jail.

Status Note: Extension

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
24/25	N	0	\$244,258	\$244,258	N	10041051.79580	10041051.52460
25/26	N	0	\$162,838	\$162,838	N	10041051.79580	10041051.52460

Additional Fiscal Note Information (optional): Grant funds are passed through the County to Bridges of Iowa to fund the program. Funding crosses fiscal years due to the Federal fiscal calendar and is an estimation. A first quarter budget amendment will be done to update revenue and expense based on the grant award.

RESOLUTION

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

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

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

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

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

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

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

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

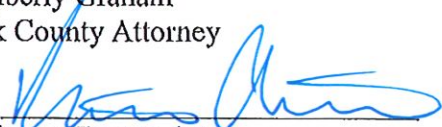
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE:

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving July 15, 2025 manufactured home abatement

Agenda Date: July 15, 2025

Contact Individual: Charis Creighton
Assistant Treasurer
Polk County Treasurer

Previous Action taken by the Board: None

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

Comply with Policy: Yes - Iowa Code Section 435.25

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

Action Impact:

Fiscal Note:

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

Additional Fiscal Note Information (optional): Abate Taxes - \$2,793, Cancel Tax Sales - \$3,644

RESOLUTION

MOVED by _____ SECONDED by _____

that the following resolution be adopted:

WHEREAS, the Iowa Events Center and the Greater Des Moines Convention & Visitors Bureau is submitting a bid to host the Division I NCAA Men's Basketball Championship 1st and 2nd round games at the Iowa Events Center in 2028; and,

WHEREAS, Polk County agrees to provide funds in the amount of \$50,000 and partner collaboratively and cooperatively with the Iowa Events Center and the Greater Des Moines Convention & Visitors Bureau in the event of a successful bid; and,

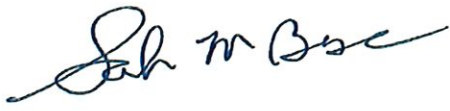
NOW, THEREFORE, BE IT RESOLVED that Polk County hereby authorizes the expenditure of \$50,000 to Oakview Group for a successful bid to host the NCAA Men's Basketball Championship 1st and 2nd round games in 2028.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

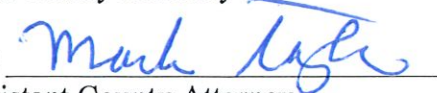
Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Sarah Boese, Deputy County Administrator

APPROVED AS TO FORM:

Kimberly Graham
Polk County Attorney

By: 
Assistant County Attorney

FISCAL NOTE: \$50,000 for successful 2028 bid

#23

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Approving funding for a successful bid for NCAA Division I Men's Basketball Championship 1st and 2nd round games in 2028.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: January 2, 2020

Board/Commission Actions: N/A

Action Requested (Recommended): Approves funding.

Comply with Policy: Yes

Background: The Polk County Board of Supervisors has agreed to pay \$50,000 for each successful bid to host the NCAA Division I Men's Basketball Championship 1st and 2nd round games.

Action Impact: Approves funding.

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
28/29		\$50,000			2950950100.77480	

Additional Fiscal Note Information (optional):

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 approved an agreement to provide \$1 million of ERA2 funds to support the Goldfinch development project; and,

WHEREAS, the Goldfinch development has entered into a Minimum Assessment Agreement with the City of Des Moines.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the attached Minimum Assessment Agreement for the Goldfinch project and authorizes the Chair to sign said agreement.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

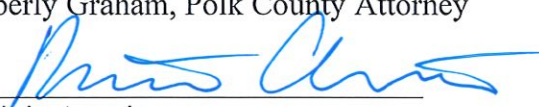
RECOMMENDED FOR APPROVAL:



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: NA

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Minimum Assessment agreement for the Goldfinch development.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: May 6, 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. Polk County approved an agreement to provide \$1 million of funding for the Goldfinch development. This resolution approves the minimum assessment agreement that has been approved by the City of Des Moines in association with this development project.

Action Impact: Approve minimum assessment 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	\$	\$	\$	\$	0		

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 \$20,000.00 in Community Betterment Grants, in the individual amounts as identified, to the agencies/organizations on the attached Community Betterment Grant Award List from the Community Betterment fund.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

#25

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

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

Agenda Date: July 15, 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-July 1, 2025 for \$76,762.25.

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.

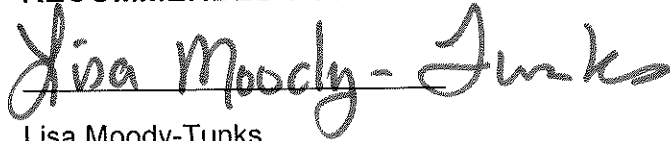
Action Impact: Passing of this resolution will award \$20,000.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

Fiscal Note: Community Betterment Grant Awards are paid exclusively with gaming revenue.

Fiscal Year	Budget- ed? (Y/N)	Anticipated	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
25/26		\$20,000.00		N	40109033.79410	

Additional Fiscal Note Information (optional):

RECOMMENDED FOR APPROVAL:

A handwritten signature in black ink that reads "Lisa Moody-Tunks". The signature is written in a cursive, flowing style with a horizontal line drawn through the middle of the text.

Lisa Moody-Tunks
Grant Administrator

Fiscal Impact: \$20,000.00 from the Community Betterment fund, FY 25-26

Community Betterment Grant Awards

July 15, 2025

Blue Jay Basketball Club	\$2,000.00
Capitol Park Neighborhood Association	\$2,000.00
Des Moines Refugee Support	\$2,500.00
Downtown Neighborhood Association	\$3,000.00
Mainframe Studios	\$1,500.00
SWERVE Outreach	\$6,000.00
The Des Moines Community Radio Foundation	\$3,000.00
TOTAL	\$20,000.00

RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors desires to review applications from local agencies and organizations to provide funding for various community initiatives and events through the Polk County Community Sponsorship program; and

WHEREAS, Polk County, Iowa has identified funds for the Community Sponsorship program in the 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 \$25,875.00 in gaming revenue to the listed organizations and for the individual amounts as set forth in the attached Community Sponsorship Award List.

Approved this _____ day of _____, 2025.

POLK COUNTY, IOWA

Matt McCoy, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

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

FISCAL NOTE: \$25,875.00 total in funds allocated for the attached Community Sponsorship Award List.

#26

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving Community Sponsorship Awards.

Agenda Date: July 15, 2025

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

Previous Action taken by the Board: Sponsorship Awards approved July 1, 2025 for \$10,500.00.

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 \$25,875.00 of gaming revenue to sponsor various non-profit events or initiatives in 2025.

Action Impact: Passing of this resolution will award \$25,875.00 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		\$25,875.00		N	40109035.77455	

Additional Fiscal Note Information (optional):

Sponsorship Awards
July 15, 2025

Best Buddies International, Inc.	\$3,000.00
Des Moines Soccer Club	\$2,000.00
Ellipsis	\$2,500.00
FOCUSS, Inc.	\$5,000.00
Indo American Association of Iowa	\$2,000.00
Iowa Health Foundation d/b/a Blank Children's Hospital	\$3,000.00
Raccoon Valley Little League	\$2,000.00
Rebuilding Together Greater Des Moines	\$2,000.00
Taste of the Junction	\$2,500.00
World Food Prize Foundation	\$1,875.00
TOTAL	\$25,875.00

MEMORANDUM OF APPOINTMENTS
July 15, 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
7/1/2025	Davis, Jason	Sheriff	Public Safety Communications Supervisor 10041041	M13		\$112,759	S	Merit increase, fr. Public Safety Communications Supervisor, M13 @ \$108,422. PAF and eval on file. Retro to 7/1/25.
7/26/2025	Hughes, Brett	Sheriff	Detention Sergeant 10041051	M13		\$100,715	S	Merit increase, fr. Detention Sergeant, M13 @ \$96,841. PAF and eval on file.
7/26/2025	McGruder, Tyderick	CFYS	Youth Services Worker (SBS) 10233302	A9		\$67,960	O	Fr. Youth Services Team Leader (SBS), M13 @ \$86,313. End of SBS. New position per resolution dated 1/28/25.
8/18/2025	Reznik, Ferenc	Sheriff	Detention Captain 10041051	M16		\$150,408	S	Merit increase, fr. Detention Captain, M16 @ \$144,623. PAF and eval on file.
7/26/2025	Savage, Daniel	Information Technology	Full Stack Software Developer 10289111	E14		\$110,868	P	Fr. Associate Full Stack Software Developer, E13 @ \$105,589. Rep. Z. Peterson term 5/23/25.
7/20/2025	Smith, James	CFYS	Central Intake Supervisor 10233305	M13		\$113,226	S	Merit increase, fr. Central Intake Supervisor, M13 @ \$108,871. PAF and eval on file.
7/10/2025	Vanderwiede, Scott	Sheriff	Lieutenant 20041420	M15		\$136,771	S	Merit increase, fr. Lieutenant, M15 @ \$131,511. PAF and eval on file.

Blair Parker

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, Deputy Director of Human Resources