

**POLK COUNTY BOARD OF SUPERVISORS AGENDA  
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING  
111 COURT AVENUE - ROOM 120  
JULY 12, 2016 9:30 A.M.**

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

**PUBLIC HEARING**

**LAND EXCHANGE AND TRAIL DEVELOPMENT**

5. Resolution approving the Land Exchange and Development Agreement with West Lakes Properties, LC (Great Western Trail-Hwy 5/65 bypass and Veterans Pkwy).

6. **PUBLIC COMMENTS**

**RESOLUTIONS**

7. Resolution approving MH/ID/DD` service approvals and authorizing expenditures from the MHDS Services Fund.
- \*8. Resolution approving agreement with DMARC for provision of a Mobile Food Pantry at Norwoodville Community Center.
9. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for July 26, 2016 on Disposal of County Interest in Real Estate (property located between 1715 & 1707 Franklin).
- \*10. Resolution awarding contract for bridge replacement on NE 102<sup>nd</sup> Avenue to Herberger Construction Company, Inc.
- \*11. Resolution approving easement contracts for the 2016 Sanitary Sewer Project (SSE-(1)-2016).
- \*12. Resolution approving release of mortgage on 920 Walker Street (Gonzalez Rodriguez).
- \*13. Resolution approving release of mortgage on 1070-17<sup>th</sup> Street (Spencer).
- \*14. Resolution approving release of mortgage on 1013 E. 7<sup>th</sup> Street (Theppanya).
- \*15. Resolution approving agreement amendment with Iowa Department of Public Health for Cities Readiness Initiative funding.
16. Resolution terminating property tax suspensions for various parcels of land.

- \*17. Resolution approving parking ticket collection agreement with the City of West Des Moines.
- 18. Resolution approving settlement of personal injury and property damage claim (Foresman).
- 19. Resolution accepting award of grant funds to create a position in the Polk County Attorney's Office (Victim/Witness Liaison position).
- 20. Resolution modifying positions within the General Services Department.
- \*21. Resolution approving loan to Polk County Aviation Authority for land purchase at the Ankeny Airport.
- \*22. Resolution approving an agreement with Natasha Drake for professional services in 2016/17.
- \*23. Resolution approving an agreement with Des Moines University for professional services.
- \*24. Resolution approving Community Development Grant for Beaverdale Betterment Coalition.
- 25. Resolution approving Community Betterment Grant awards.

#### **REPORTS**

- \*26. Fourth Quarter Report FY 15/16 from Polk County Veteran Affairs.

#### **COMMUNICATIONS**

- \*27. Notice of meeting from City of West Des Moines regarding Amendment No. 2 Fuller Road Urban Renewal Plan.

#### **BUDGET ACTIONS**

- 28. Memorandum of Budget Actions.

#### **APPOINTMENTS**

- 29. Memorandum of Appointments.

#### **ADJOURNMENT**

\* Asterisk denotes attachments to items are on file in the Auditor's Office.

July 12, 2016

**RESOLUTION**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ that the following resolution be adopted.

WHEREAS, West Lakes Properties, L.L.C. proposes a land trade of equal size and the relocation and rebuilding of a section of the Great Western Trail; and

WHEREAS, Polk County Conservation Board desires to exchange a six acre portion of the property located on the Polk County Conservation Board-managed land known as the Great Western Trail (adjacent to the Veteran's Parkway and Highway 5 interchange), to be conveyed by quit claim deed to West Lakes Properties, L.L.C. (a portion of Parcel A) and receive in return an equal amount of Land (a portion of Parcel B) as shown on Exhibit C where West Lakes Properties L.L.C. will construct the relocated trail prior to disrupting use of the existing trail route:

WHEREAS, the Polk County Conservation Board (PCCB) working with West Lakes Properties, L.L.C. wishes to relocate a portion of the Great Western Trail, and

Whereas, the Polk County Conservation Board at its meeting on April 13, 2016 determined that exchange of property in question would not interfere with the use of the land for park purposes and that the properties set forth in the attached agreement should be conveyed; and

WHEREAS, a public hearing was held July 12, 2016 at the regularly scheduled meeting of the Polk County Board of Supervisors concerning the proposed exchange of property on the described property; and

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors approves the Land Exchange and Development Agreement with West Lakes Properties, L.C. for property related to the Great Western Trail; and

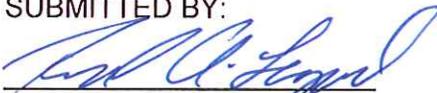
BE IT FURTHER RESOLVED that the Chairperson of the Polk County Board of Supervisors authorizes the Polk County Conservation Board to record, as necessary, all necessary documents.

NOW, THEREFORE LET IT BE RESOLVED that the Chairman of the Polk County Board of Supervisors is authorized to sign the attached agreement as agreed to by Polk County Conservation Board and West Lake Properties, L.L.C. and further identified in the notice of public hearing.

Polk County Board of Supervisors

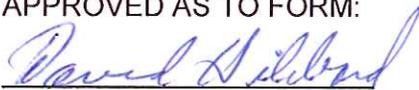
\_\_\_\_\_  
Tom Hockensmith, Chairperson

SUBMITTED BY:



Richard Leopold, Director  
Polk County Conservation

APPROVED AS TO FORM:



David Hibbard  
Assistant County Attorney

Fiscal Impact: none

#5

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

July 12, 2016

**Item Type & Title:** Land Exchange and Trail Development at Hwy 5/65 Bypass and Veterans Parkway

**Agenda Date:** July 12, 2016

**Contact Individual:** Richard Leopold, Polk County Conservation

**Previous Action taken by the Board:** No previous action.

### Action Requested (Recommended):

The Conservation Board requests that the Board of Supervisors hold public hearing and Board action required to transfer the described properties between Polk County and West Lakes Properties, L.C to accommodate the designated alternative trail route and replacement of the trail infrastructure.

Polk County Conservation has negotiated a transfer of property and agreement to relocate at portion of the Great Western Trail. That agreement details the transfer of equal land area and the replacement of a portion of multiuse trail on the alternate route.

### Background

Polk County Conservation has been working with the City of West Des Moines and West Lake Properties, L.C. to reconfigure the route of the Great Western Trail through a rapidly developing area of southern Polk County in order to ensure public safety, preserve a contiguous trail corridor, and protect public parkland, while allowing development to occur in a previously rural area.

The proposed land transfer preserves the trail corridor by moving the trail to one side of a larger development property at a location where a new trail segment will be constructed by West Lakes Properties, L.C. and will utilize a new underpass constructed by the City of West Des Moines crossing below the new Maffit Road extension.

Following the land exchange, West Lakes will construct and open the new trail segment prior to closure of the old route. The trail will be rebuilt to modern trail standards as approved by the PCCB.

**Action Impact:**

### 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
15/16	N	None	None	N		

### Additional Fiscal Note Information :

All expenses associated with survey, land transfer, and trail construction are the responsibility of West Lakes Properties, L.L.C.

RESOLUTION

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT THE FOLLOWING RESOLUTION BE ADOPTED:

WHEREAS, the persons on the attached Memorandum of MH/ID/DD Service Approval have legal residence in Polk County; and

WHEREAS, these persons are in need of the services as described in the attached Memorandum of Service Approval; and

WHEREAS, no Polk County network providers of such services are able to meet the needs of these persons at this time; and

WHEREAS, the Board of Supervisors in the counties where the out-of-county providers are located have approved the proposed rates; and

WHEREAS, the rates for out-of-network providers in Polk County have been established by the Iowa Department of Human Services; and

WHEREAS, these services were reviewed and approved by the Service Appeal Board; and

WHEREAS, Polk County Service Appeal Board has determined that it is in the best interests of the clients and the county for the providers listed to provide the services needed by the clients.

NOW THEREFORE BE IT RESOLVED, that the Polk County Board of Supervisors does hereby approve the attached Memorandum of Service Approval and authorize the necessary expenditures from the Polk County MHDS Services Fund for these individuals.

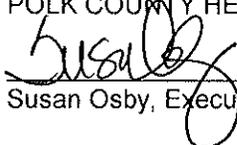
POLK COUNTY BOARD OF SUPERVISORS

By \_\_\_\_\_  
Chairperson

Log #341

SUBMITTED BY:

POLK COUNTY HEALTH SERVICES, INC.

  
\_\_\_\_\_  
Susan Osby, Executive Director

**Fiscal Impact \$26,436.80 from the  
MHDS Services Fund.**

#7

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving MH/ID/DD service approvals and authorizing expenditures from the MHDS Services Fund.

**Agenda Date:** 7/12/2016

**Contact Individual:** Annie Uetz, Director of Case Management

**Previous Action taken by the Board:** NA

**Board/Commission Actions:** Approved by Service Appeal Board

**Action Requested (Recommended):** Approval

**Comply with Policy:** Polk County Management Plan developed pursuant to Iowa Administrative Code 441 Section 25.13(2)f-g

**Background:** Polk County contracts with selected providers in Polk County to provide services to persons with mental illness, intellectual disability, or a developmental disability. If those providers are unable to meet the needs of a consumer and we must use an out-of-county provider or a local provider with whom we do not contract but who meets the criteria adopted by the Board of Supervisors in the Polk County Management plan. The Polk County Board of Supervisors has appointed the Polk County Service Appeal Board to review each request for services outside of Polk County or for services by local providers who the county does not contract with, to determine whether the service request is in the best interest of the consumer and the county, and to maintain client confidentiality.

**Action Impact:** The Polk County Service Appeal Board has determined that the services requested in the attached resolution are in the best interests of the consumers and the county. The Board of Supervisors in the counties where the providers are located have approved the proposed reimbursement rates. The attached cost summery outlines the services and the proposed costs that were reviewed and approved by the Service Appeal Board.

**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
15/16	Y	\$207.90	\$0	N		
16/17	Y	\$26,436.80	\$0	N		

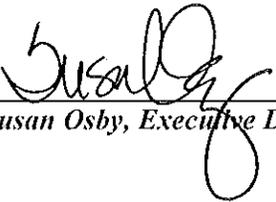
**Additional Fiscal Note Information (optional):**

**MEMORANDUM OF MH/MR/DD SERVICE APPROVAL  
POLK COUNTY SERVICE APPEAL BOARD**

Tuesday, July 5, 2016

Page 1 of 1

<i>Client ID</i>	4450	<i>County Portion</i>	100%	<i>Unit Rate</i>	\$4,412.00
<i>Provider</i>	University of Iowa, Iowa City			<i>Maximum Monthly Cost</i>	\$4,412.00
<i>Service</i>	5063d REACH Tuition Payment			<i>Maximum Cost of Approval</i>	\$4,412.00
<i>Units</i>	1 Monthly	<i>Start and End Date</i>		7 /1 /2016 to	12/31/2016
<i>Client ID</i>	16481	<i>County Portion</i>	100%	<i>Unit Rate</i>	\$20.79
<i>Provider</i>	Iowa Home Care LLC, Clive			<i>Maximum Monthly Cost</i>	\$207.90
<i>Service</i>	3220a Homemaker/Home Health (Non-Waiver)			<i>Maximum Cost of Approval</i>	\$2,494.80
<i>Units</i>	10 Monthly	<i>Start and End Date</i>		6 /1 /2016 to	5 /31/2017
<i>Client ID</i>	22252	<i>County Portion</i>	100%	<i>Unit Rate</i>	\$210.00
<i>Provider</i>	Vita Services/City View/Park Haven, Des Moines			<i>Maximum Monthly Cost</i>	\$6,510.00
<i>Service</i>	6414a RCF 6 - 15 Beds			<i>Maximum Cost of Approval</i>	\$19,530.00
<i>Units</i>	31 Monthly	<i>Start and End Date</i>		7 /1 /2016 to	9 /30/2016
<b>SUBMITTED BY:</b>					\$26,436.80

  
\_\_\_\_\_  
Susan Osby, Executive Director

**RESOLUTION**

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_,  
that the following Resolution be approved:

WHEREAS, Polk County and the Partnership for a Hunger-Free Polk County, in collaboration with the Des Moines Area Religious Council (DMARC), recently unveiled a new mobile food pantry; and,

WHEREAS, the Mobile Food Pantry will help feed hungry Iowan's by going to areas where food is needed most such as YMCA's, senior centers, pools and large apartment complexes located in Polk County; and,

WHEREAS, once each calendar month, participants may receive a 3-day supply of healthy food and there are no income requirements to receive food from the mobile food pantry or any other DMARC food pantry; and,

WHEREAS, it is the desire of Polk County and DMARC to work together to operate a mobile food pantry to benefit needy citizens in Polk County; and,

WHEREAS, DMARC will provide shelf-stable food and fresh produce for the Mobile Food Pantry at no cost to Polk County; and,

WHEREAS, Polk County will allow DMARC to use the Norwoodville Community Center as one of the locations for the Mobile Food Pantry allowing visitors of the Pantry access to the conveniences of the Norwoodville Community Center; and,

WHEREAS, the term of this agreement is July 1, 2016, through June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors approves the attached Memorandum of Understanding (MOU) with DMARC and authorizes the County Auditor to take the necessary steps to effectuate said agreement.

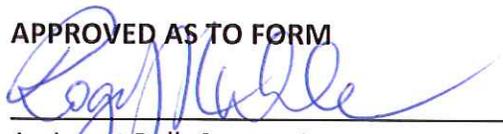
**POLK COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Tom Hockensmith, Chair

**SUBMITTED BY**

  
\_\_\_\_\_  
Betty Devine, Director  
Community, Family and Youth Services

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
Assistant Polk County Attorney  
Civil Division

#8

**POLK COUNTY BOARD OF SUPERVISORS**  
**Tuesday Agenda Memorandum**

**Item Type & Title:** Agreement between Polk County and the Des Moines Area Religious Council (DMARC) for the provision of a Mobile Food Pantry at Norwoodville Community Center.

**Agenda Date:** July 12, 2016

**Contact Individual:** Betty Devine, Director  
 Polk County Community, Family and Youth Services  
 515-286-3202

**Previous Action taken by the Board:** None.

**Board/Commission Actions**

**Action Requested (Recommended):** Approval is recommended.

**Comply with Policy:** Yes.

**Background:** Polk County, through the Partnership for a Hunger-Free Polk County, desires to collaborate with the Des Moines Area Religious (DMARC) to operate a Mobile Food Pantry at the Norwoodville Community Center. Once per week, the Mobile Food Pantry will be parked at the Norwoodville Community Center, 3077 NE 46<sup>th</sup> Avenue, Des Moines.

Once per month, Individuals and families in Polk County will be able to go to the Mobile Food Pantry at Norwoodville to receive a three-day supply of healthy, nutritional food. Food will be distributed solely to those in need without income being a consideration.

As part of the agreement, Polk County will provide parking and use of the Norwoodville Community Center building for visitors to the Mobile Food Pantry. DMARC will supply food, fresh produce, and other items on a weekly basis at no cost to Polk County.

The term of the agreement with DMARC is July 1, 2016, through June 30, 2017.

**Action Impact:** Approval of the MOU with DMARC will allow DMARC to operate a Mobile Food Pantry at Norwoodville Community Center to meet the needs of citizens in Polk County.

**Fiscal Note:**

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code

2002-3594

**RESOLUTION**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following resolution be adopted:

WHEREAS, it is proposed to dispose of Polk County's interest in real estate at the address of a property located between 1715 and 1707 Franklin Avenue, Des Moines, Iowa and legally described as:

LOT 9 BLK 8 NORWOOD PARK ADDITION TO NORTH DES MOINES

To Greater Des Moines Habitat for Humanity for a total of \$5,400.00; and

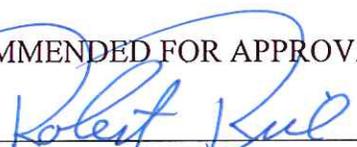
WHEREAS, Iowa Code section 331.361(2) requires a public hearing on a proposal to dispose of an interest in real estate.

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 26, 2016, 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.

POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works

Fiscal Note: \$5,400.00 to Real Estate Fund

#9

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 102-16 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #2002-3594, (District 080 Parcel 04797-000-000) to Greater Des Moines Habitat for Humanity.

**Agenda Date:** July 12, 2016

**Contact Individual:** Bret VandeLune, Planning and Development Manager, Real Estate Division, Polk County Public Works, 286-2290

**Previous Action taken by the Board:** None

**Board/Commission Actions:** None

**Action Requested (Recommended):** Set Public Hearing

**Comply with Policy:** Yes, proposal.

**Background:** Polk County received a proposal from Greater Des Moines Habitat for Humanity for \$5,400.00 to purchase this parcel. The County received this parcel by tax deed in September of 2005. Property size is 50' x 132'. Parcel is 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	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
16/17			\$5,400.00			

**Additional Fiscal Note Information (optional):**

## NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 26<sup>th</sup> of July, 2016 at 9:30 a.m. in Room 120 of the Polk County Administration Building, 111 Court Avenue, Des Moines, Iowa, to consider a proposal to convey real estate with the local address of a vacant property located between 1715 and 1707 Franklin Avenue, Des Moines, Iowa and described as:

LOT 9 BLK 8 NORWOOD PARK ADDITION TO NORTH DES MOINES

To Greater Des Moines Habitat for Humanity for a total of \$5,400.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



**R E S O L U T I O N**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following resolution be adopted:

WHEREAS, the following project is included in the approved 2016/2017 Polk County Five (5) Year (2016-2021) Farm-To-Market and Secondary Road Capital Improvements Program:

BRM-C077(203)—8N-77 BR 3650 Bridge Replacement on NE 102<sup>nd</sup> Avenue; and

WHEREAS, this project was publicly let for bids and included in the June 21, 2016 Iowa Department of Transportation letting with the following results:

Herberger Construction Co., Inc. of Indianola, IA	\$1,042,493.99
Cramer and Associates, Inc. of Grimes, IA	\$1,094,076.12
A.M. Cohron & Son, Inc. of Atlantic, IA	\$1,271,049.17
Jensen Construction Co. of Des Moines, IA; and	\$1,277,042.45

WHEREAS, it is the recommendation of the Public Works Department to accept the low bid from Herberger Construction Co., Inc., in the amount of \$1,042,493.99; and

WHEREAS, it may be necessary to temporarily close certain roadways along the project route to facilitate construction.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors does herein award this project to Herberger Construction Co., Inc., in the amount of One Million Forty-two Thousand, Four Hundred Ninety-three Dollars and 99/100's (\$1,042,493.99); and

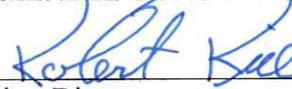
BE IT FURTHER RESOLVED that the Chairperson is herein authorized to sign the contracts and bonds provided by the Polk County Public Works Department; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Public Works Department to administer the terms of the contract and temporarily close certain project roadways as necessary to facilitate construction.

POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works

FISCAL IMPACT:

Federal STP-BR Funding	\$580,827.99
County Bridge Construction Funds	\$461,666.00
(Administered and provided by Iowa DOT)	
<u>Total Contract Amount</u>	<u>\$1,042,493.99</u>

#10

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 100-16 to award contract for BR-3650 Bridge Replacement on NE 102 Avenue to Herberger Construction Co., Inc.

**Agenda Date:** July 12, 2016

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

**Board/Commission Actions:** NA

**Action Requested (Recommended):** Resolution awards contract to Herberger Construction Co., Inc. authorizes temporary closure of roadways, authorizes Chairperson to sign the contracts and bonds provided by the Polk County Public Works Department, and authorizes Public Works to administer the terms of the contract.

**Comply with Policy:** Yes

**Background:** The BR-3650 bridge replacement project is included in the approved 2016/2017 Polk County Five (5) Year (2016-2021) Farm-To-Market and Secondary Road Capital Improvements Program. This project was publicly let for bids and included in the June 21, 2016 Iowa Department of Transportation letting with Herberger Construction Co., Inc. submitting the low bid of 1,042,493.99. It is the recommendation of the Public Works Department to accept the low bid from Herberger Construction, Co. Inc.

**Action Impact:** Allows Public Works to proceed with construction and administration of the project as per the terms and conditions of the contract and the project specifications.

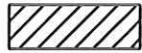
**Fiscal Note:**

Federal STP-BR Funding	\$580,827.99
County Bridge Construction Funds	\$461,666.00
<i>(Administered and provided by Iowa DOT)</i>	
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$1,042,493.99</b>

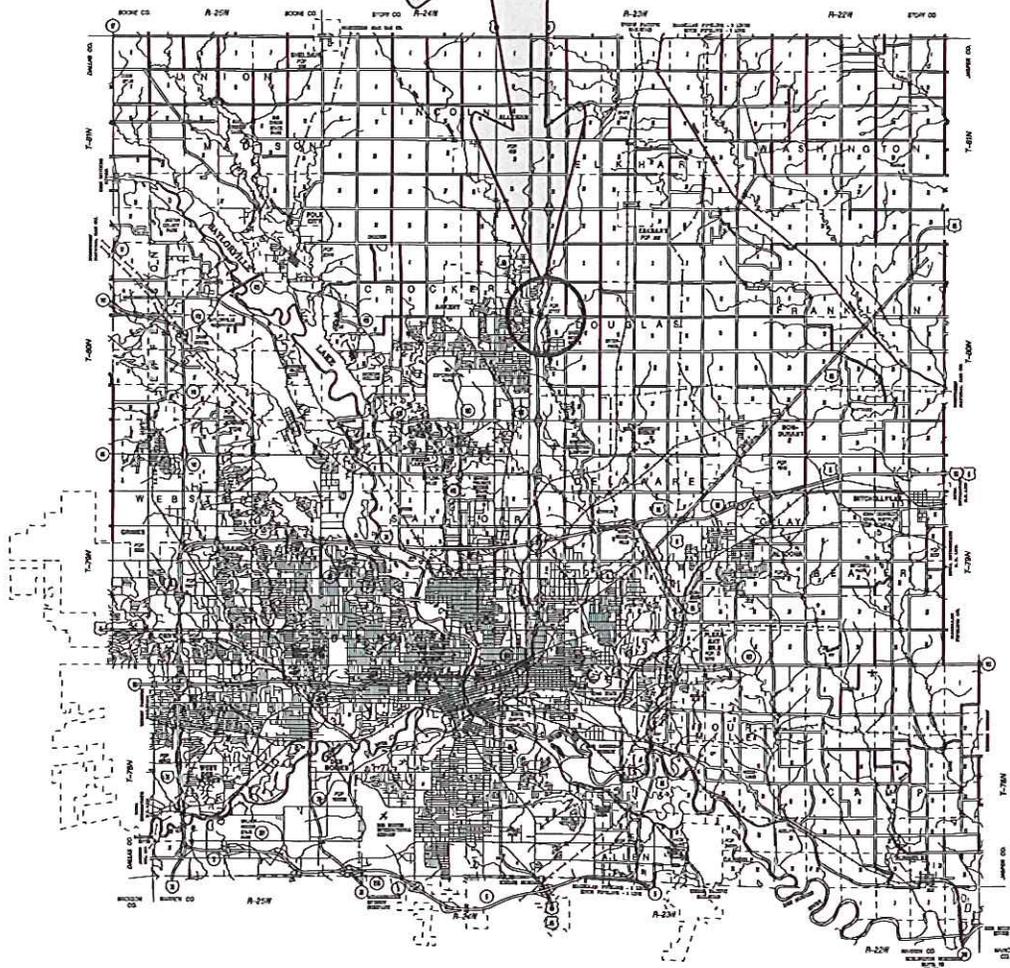
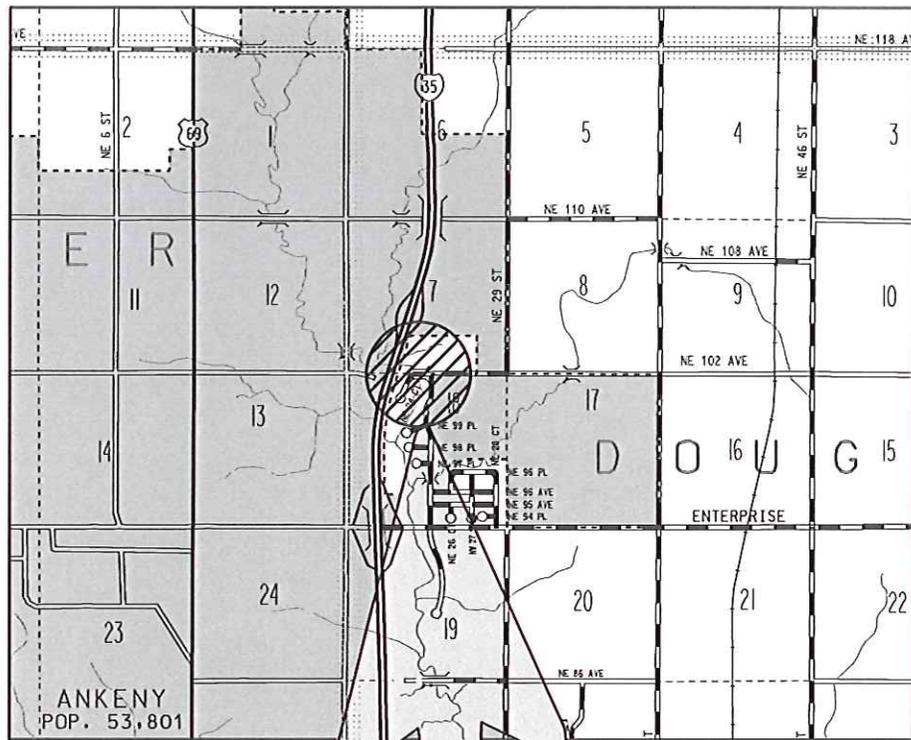
Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
16/17	N	\$1,042,493.99	\$461,666.00	N	200260202.78960	200260202.5241
16/17			\$580,827.99			200260202.5249

**Additional Fiscal Note Information (optional):**

Project is a carryover project from FY 15/16



PROPOSED LOCATION



**RESOLUTION**

Moved by \_\_\_\_\_, Seconded by \_\_\_\_\_ that the following resolution be adopted:

WHEREAS, Resolution No. 203-15 dated December 22, 2015 authorized the Public Works Department to proceed with the construction of Project No. SSE-(1)-2016, "2016 Sanitary Sewer Projects"; and

WHEREAS, in order to facilitate construction the Polk County Public Works Department has negotiated the attached seven (7) easement contracts with a total cost of \$4,448.80.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the terms of the attached easement contracts for Project No. SSE-(1)-2016, adopts the contracts, and authorizes the Chairperson to execute the contracts on behalf of Polk County; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Polk County Public Works Department to execute the terms of said contracts and record all necessary documents.

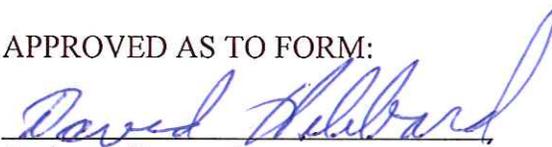
POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

  
\_\_\_\_\_  
Robert Rice, Director  
Polk County Public Works

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Assistant County Attorney

FISCAL IMPACT: Easement costs of \$4,448.80 to be drawn from the Polk County Sanitary Sewer Enterprise Fund

# 11

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 101-16 to approve easement contracts for the 2016 Sanitary Sewer Project No. SSE-(1)-2016.

**Agenda Date:** July 12, 2016

**Contact Individual:** Trent Wolken, PE, Asst. Engineer, Polk County Public Works, 875-5510

**Previous Action taken by the Board:** N/A

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** Resolution approves the terms of the attached easement contracts, adopts the contracts, and authorizes the Chairperson to execute the contracts on behalf of Polk County. Approval of contracts, allow Public Works to proceed with construction of this project. Also authorizes the Polk County Public Works Department to execute the terms of said contracts and record all necessary documents.

**Comply with Policy:** Yes

**Background:** Project No. SSE-(1)-2016, will construct a new sanitary sewer on a portion of NE 57<sup>th</sup> Place to service residents with septic tank failures and provide service to Cornell Elementary School. In order to facilitate construction, the Polk County Public Works Department had negotiated seven (7) easement contracts with a total cost of \$4,448.80.

**Action Impact:** Approval of contracts will allow Public Works to proceed with construction of this project, execute the terms of said contracts, and record all necessary documents.

**Fiscal Note:** Easement costs of \$4,448.80 to be drawn from the Polk County Sanitary Sewer Enterprise Fund.

Fiscal Year	Budget ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
16/17	Y	\$4,448.80	N/A	N		

**Additional Fiscal Note Information (optional):**

**RESOLUTION**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

That the following Resolution be adopted:

WHEREAS, Polk County 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 operates a Metropolitan Partnership for Lead Safe Housing Program to assist in providing lead-safe homes for children; 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, once a property has been remediated a five-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County; and

WHEREAS, if the homeowner remains in the home for five years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$11,975.00 was entered into June 15th, 2011, by Blanca Lorena Gonzalez; and

WHEREAS, the owner has paid in full the 5-year mortgage recording in Book 13913 page 304-313 against property located at 920 Walker Street, Des Moines, IA, 50316 and the homeowners have met all the requirements of the forgivable loan/grant.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors releases the mortgage on 920 Walker Street, Des Moines, IA, 50316, authorizes the Chair of the Board of Supervisors to sign the attached release, and requests the Auditor to record this release.

By \_\_\_\_\_  
Chair  
Polk County Board of Supervisors

  
\_\_\_\_\_  
Scott Slater  
Health Department Deputy Director

Approved as to Form  
  
By \_\_\_\_\_  
Assistant County Attorney

Fiscal Note: None

#12

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Approve the release of a mortgage on  
920 Walker Street St, Des Moines, IA 50316

**Agenda Date:** July 12, 2016

**Contact Individual:** Joelle Stolte, 286-3749

**Previous Action taken by the Board:** Yes

**Board/Commission Action:** The Board of Supervisors approved assistance on  
June 15, 2011

**Action Requested (Recommended):** Approve the release of mortgage and lien on  
property located at  
920 Walker, Des Moines, IA 50316

**Comply with Policy:** Yes

**Background:**

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. Regardless of the amount used to remediate a property prior to August, 2013 all properties have a five-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County in the form of a five-year forgivable lien. For every year that the homeowner stays in the house, a percentage of the cost of the mortgage is forgiven. A mortgage in the amount of \$11,975.00 was entered into on June 15, 2011, by Blanca Lorean Gonzalez Rodriguez, recorded in Book 13913 pages 304-313. The owner of the home has paid in full the amount of \$11,975.00, to which the owner has met all requirements of the agreement.

**Action Impact:**

Approving this Resolution authorizes the release of the mortgage on the property at 920 Walker Street, Des Moines, IA 50316.

**Fiscal Note:**

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required	
					Expense Account Code	Revenue Account Code
2015-16	Y	N/A	N/A	N		

RESOLUTION

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

That the following Resolution be adopted:

WHEREAS, Polk County 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 operates a Metropolitan Partnership for Lead Safe Housing Program to assist in providing lead-safe homes for children; 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, once a property has been remediated a five-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County; and

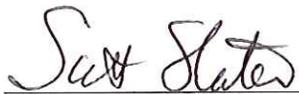
WHEREAS, if the homeowner remains in the home for five years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$11,530.00 was entered into June 15th, 2011, by Harl K. and Yvonne M. Spencer; and

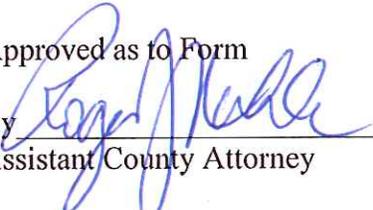
WHEREAS, the owner has paid in full the 5-year mortgage recording in Book 13970 page 518-526 against property located at 1070 17th Street, Des Moines, IA, 50314 and the homeowners have met all the requirements of the forgivable loan/grant.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors releases the mortgage on 1070 17th Street, Des Moines, IA, 50314, authorizes the Chair of the Board of Supervisors to sign the attached release, and requests the Auditor to record this release.

By \_\_\_\_\_  
Chair  
Polk County Board of Supervisors

  
\_\_\_\_\_  
Scott Slater  
Health Department Deputy Director

Approved as to Form

By   
\_\_\_\_\_  
Assistant County Attorney

Fiscal Note: None

#13

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Approve the release of a mortgage on  
1070 17th Street St, Des Moines, IA 50314

**Agenda Date:** July 12, 2016

**Contact Individual:** Joelle Stolte, 286-3749

**Previous Action taken by the Board:** Yes

**Board/Commission Action:** The Board of Supervisors approved assistance on  
June 15, 2011

**Action Requested (Recommended):** Approve the release of mortgage and lien on  
property located at  
1070 17th Street, Des Moines, IA 50314

**Comply with Policy:** Yes

**Background:**

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. Regardless of the amount used to remediate a property prior to August, 2013 all properties have a five-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County in the form of a five-year forgivable lien. For every year that the homeowner stays in the house, a percentage of the cost of the mortgage is forgiven. A mortgage in the amount of \$11,530.00 was entered into on June 15, 2011, by Harl K. and Yvonne M. Spencer recorded in Book 13970 pages 518-526. The owner of the home has paid in full the amount of \$11,530.00, to which the owner has met all requirements of the agreement.

**Action Impact:**

Approving this Resolution authorizes the release of the mortgage on the property at 1070 17th Street, Des Moines, IA 50314.

**Fiscal Note:**

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required	
					Expense Account Code	Revenue Account Code
2015-16	Y	N/A	N/A	N		

**RESOLUTION**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

That the following Resolution be adopted:

WHEREAS, Polk County 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 operates a Metropolitan Partnership for Lead Safe Housing Program to assist in providing lead-safe homes for children; 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, once a property has been remediated a five-year declining mortgage in the amount of the lead remediation costs is placed against the property by Polk County; and

WHEREAS, if the homeowner remains in the home for five years, the amount of the mortgage is forgiven; and

WHEREAS, a mortgage in the amount of \$21,937.00 was entered into June 15th, 2011, by Keo and Tane Theppanya; and

WHEREAS, the owner has paid in full the 5-year mortgage recording in Book 15162 page 560-570 against property located at 1013 East 7th Street, Des Moines, IA, 50316 and the homeowners have met all the requirements of the forgivable loan/grant.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors releases the mortgage on 1013 East 7th Street, Des Moines, IA, 50316, authorizes the Chair of the Board of Supervisors to sign the attached release, and requests the Auditor to record this release.

By \_\_\_\_\_  
Chair  
Polk County Board of Supervisors

  
\_\_\_\_\_  
Scott Slater  
Health Department Deputy Director

Approved as to Form

By   
\_\_\_\_\_  
Assistant County Attorney

Fiscal Note: None

#14

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Approve the release of a mortgage on  
1013 East 7th Street, Des Moines, IA 50316

**Agenda Date:** July 12, 2016

**Contact Individual:** Joelle Stolte, 286-3749

**Previous Action taken by the Board:** Yes

**Board/Commission Action:** The Board of Supervisors approved assistance on  
June 15, 2011

**Action Requested (Recommended):** Approve the release of mortgage and lien on  
property located at  
1013 East 7th Street, Des Moines, IA 50316

**Comply with Policy:** Yes

**Background:**

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. Regardless of the amount used to remediate a property prior to August, 2013 all properties have a five-year declining mortgage in the amount of the lead remediation costs. This amount is placed against the property by Polk County in the form of a five-year forgivable lien. For every year that the homeowner stays in the house, a percentage of the cost of the mortgage is forgiven. A mortgage in the amount of \$21,937.00 was entered into on June 15, 2011, by Keo and Tane Theppanya recorded in Book 15162 pages 560-570. The owner of the home has paid in full the amount of \$21,937.00, to which the owner has met all requirements of the agreement.

**Action Impact:**

Approving this Resolution authorizes the release of the mortgage on the property at 1013 E 7th Street, Des Moines, IA 50316.

**Fiscal Note:**

Fiscal Year	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required	
					Expense Account Code	Revenue Account Code
2015-16	Y	N/A	N/A	N		

RESOLUTION

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

That the following Resolution be adopted:

WHEREAS, the Iowa Department of Public Health received federal funds to assist local public health with upgrading systems to respond to bioterrorism and allocated such funds to Polk County through its Cities Readiness Initiative (CRI) for the tenth year; and

WHEREAS, Polk County was appropriated \$156,000 for the contract period July 1, 2015 through June 30, 2016; and

WHEREAS, a previous amendment changed the address and the signature block on the contract face page.

WHEREAS, this amendment adds additional funding of \$10,000 to offset costs associated with a preparedness exercise conducted March through May. The new contract amount is \$166,000.

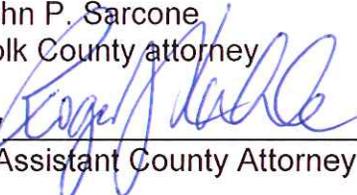
NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors/Board of Health approves Amendment 2 to Contract #5886BT211 with Iowa Department of Public Health for the Cities Readiness Initiative grant contract and authorizes the Chairperson to sign the agreement.

NOW, THEREFORE, BE IT FURTHER RESOLVED: That the Director of the Polk County Health Department, or his designee, be authorized to execute any and all documents in furtherance of this Application or distribution.

By \_\_\_\_\_  
Chair  
Polk County Board of Supervisors/Board of Health

  
\_\_\_\_\_  
Rick Kozin  
Public Health Director

Approved as to form:  
John P. Sarcone  
Polk County attorney

By   
\_\_\_\_\_  
Assistant County Attorney

Fiscal Note: additional \$10,000

#15

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Amendment to Agreement with Iowa Department of Public Health (IDPH) for Cities Readiness Initiative funding

**Agenda Date:** 7/12/2016

**Contact Individual:** Scott Slater, 286-3752

**Previous Action taken by the Board:** Funding application approved by BOS on 10/27/2015 and contract approved on 12/1/2015 and emended 2/2/2016.

**Board/Commission Actions:** None

**Action Requested (Recommended):** Approval

**Comply with Policy:** The federal government extended grant funds through states to Metropolitan Statistical Areas (MSA) throughout the United States to improve operational capabilities to respond to a public health disaster.

**Background:** The Cities Readiness Initiative (CRI) purpose is to enhance preparedness at all levels of government and to provide a consistent nationwide approach at all levels of government to prepare for, respond to, and recover from large scale public health emergencies. Polk County is the fiscal agent for the 5 county CRI/MSA which includes Polk, Dallas, Warren, Madison and Guthrie counties. The coalition was initially awarded \$156,000 for FY 1516.

**Action Impact:** This amendment adds funding of \$10,000 to offset preparedness exercise costs incurred by coalition members this spring.

**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
1516	Y	10,000	10,000	N	10223040.74281	10223040.52480

**Additional Fiscal Note Information (optional):**

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;

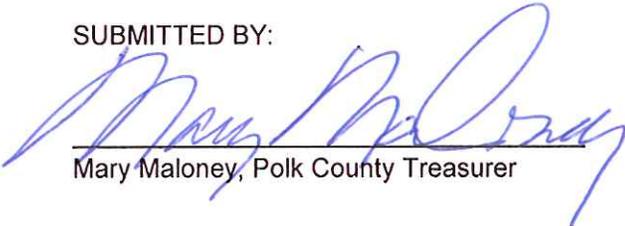
WHEREAS, the Polk County Treasurer has determined that the parcels listed in Exhibits 'A' and 'B', being listed as parcels with suspended taxes, special assessments, and rates or charges, no longer qualify for tax suspension pursuant to Iowa Code Section 427.11.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors 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.

POLK COUNTY BOARD OF SUPERVISORS

By \_\_\_\_\_  
Chairperson

SUBMITTED BY:

  
\_\_\_\_\_  
Mary Maloney, Polk County Treasurer

#16

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution to Terminate Tax Suspensions

**Agenda Date:** July 12, 2016

**Contact Individual:** Ben Lacey

**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):**

\$223,759.57 added back into taxation for applicable taxing authorities.

**Exhibit "A" - County Suspensions to be terminated  
Prepared July 1, 2016**

<b>District/Parcel</b>	<b>Address</b>	<b>Explanation</b>	<b>Suspended Tax Amount</b>
080.01392.000.000	1546 24th St Des Moines	Deceased	\$367.00
110.01431.000.000	1510 E 13th St. Des Moines	Deceased	\$11,308.92
100.04024.000.000	2505 51st St. Des Moines	Change of ownership	\$0.00
100.01079.000.000	3905 57th St. Des Moines	Change of ownership	\$0.00
090.07015.005.000	5136 Ingersoll #5 Des Moines	Change of ownership	\$0.00
090.03559.000.000	921 30th St. Des Moines	Change of ownership	\$0.00
090.01979.000.000	2839 Center St. Des Moines	No longer lives in home	\$0.00
080.07668.000.000	1207 21st St. Des Moines	Deceased	\$0.00
080.07421.000.000	3504 27th Pl. Des Moines	Change of ownership	\$2,934.00
080.05407.001.000	1613 12th St. Des Moines	Deceased	\$0.00
080.04063.000.000	3905 30th St. Des Moines	Deceased	\$25,287.00
080.03862.000.000	1516 Clark St. Des Moines	Change of ownership	\$1,171.05
070.05337.006.000	4016 15th St. Des Moines	Change of ownership	\$0.00
070.01814.000.000	3820 3rd St Des Moines	Change of ownership	\$0.00
060.08717.000.000	2549 E. 23rd St. Des Moines	Change of ownership	\$0.00
060.07927.187.000	2904 E. 39th Ct. Des Moines	Change of ownership	\$1,672.00
060.07771.000.000	1240 E. 26th St. Des Moines	Change of ownership	\$0.00
060.05769.000.000	1271 E. 37th St. Des Moines	Change of ownership	\$0.00
050.01888.001.000	2532 E. Walnut St. Des Moines	Deceased	\$0.00
050.01415.000.000	2815 Maple St. Des Moines	Change of ownership	\$413.00
050.01392.000.000	2920 Maple St. Des Moines	Deceased	\$0.00
040.06584.000.000	1816 Dean Ave. Des Moines	Change of ownership	\$0.00
040.05712.000.000	1707 Des Moines St. Des Moines	Change of ownership	\$0.00
090.00453.000.000	5910 Rutland Ave. Des Moines	Deceased	\$8,594.00
090.06211.000.000	818 29th St. Des Moines	Deceased	\$15,980.00
070.02816.000.000	3911 16th St. Des Moines	Deceased	\$1,025.00
060.05106.000.000	3220 E. 36th Ct. Des Moines	Change of ownership	\$0.00
060.05109.000.000	3220 E. 36th Ct. Des Moines	Change of ownership	\$0.00
030.00764.000.000	1118 MLK Pkwy Des Moines	Deceased	\$11,808.17
050.00863.000.000	205 E. 28th St. Des Moines	Deceased	\$0.00
110.02555.000.000	1530 E 19th St Des Moines	Change of ownership	\$0.00
270.01395.000.000	405 NW 49th Pl Des Moines	Deceased	\$2,150.00
040.00241.000.000	101 E. 15th Ct. Des Moines	Does not live in property	\$1,188.21

**Exhibit "A"- County Suspensions to be terminated**

Prepared July 1, 2016

120.05506.002.000	332 Kenyon Ave. Des Moines	Change of ownership	\$964.00
120.01532.000.000	1815 Highview Dr. Des Moines	Deceased	\$3,397.94
050.04463.000.000	229 SE 28th St. Des Moines	Deceased	\$3,154.25
080.02183.000.000	1516 Mondamin Des Moines	Deceased	\$3,135.00
050.01836.000.000	2333 Capitol Des Moines	Change of ownership	\$0.00
070.00629.000.000	102 Hull Ave. Des Moines	Change of ownership	\$0.00
080.06487.000.000	1419 17th St. Des Moines	Deceased	\$6,024.58
080.01782.000.000	3612 MLK Jr. Pkwy Des Moines	Deceased	\$16,699.00
<b>TOTAL COUNTY TO BE TERMINATED</b>			<b>\$117,273.12</b>

Exhibit "B" - State Suspensions to be terminated

Prepared July 1, 2016

District/Parcel	Address	Explanation	Suspended Tax Amount
080.02946.000.000	3017 MLK Pkwy Des Moines	Change of ownership	\$2,430.00
060.06414.000.000	2924 Mahaska Ave. Des Moines	Deceased	\$0.00
080.02310.000.000	1624 Carpenter Ave. Des Moines	Deceased	\$15,084.11
060.07087.003.000	3900 Indianapolis Ave Des Moines	Change of ownership	\$0.00
040.00030.002.000	1020 Shaw St. Des Moines	Change of ownership	\$6,141.48
120.06826.000.000	4612 SW 6th St. Des Moines	Deceased	\$19,143.13
070.05195.000.000	4000 Columbia St. Des Moines	No longer living in property- in foreclosure	\$26,795.00
320.01329.000.000	2801 Sylvania Dr. WDM	Deceased	\$23,767.00
100.08305.000.000	3224 Fleming Ave. Des Moine	Change of ownership	\$0.00
270.00227.001.000	1200 NE 60th Ave. Des Moines	Deceased	\$6,642.00
050.00681.000.000	102 SE 33rd Ct. Des Moines	Moved from property	\$1,681.73
050.00681.000.000	102 SE 33rd Ct. Des Moines	Moved from property	\$4,802.00
<b>TOTAL STATE TO BE TERMINATED</b>			<b>\$106,486.45</b>

**RESOLUTION**

**MOVED BY** \_\_\_\_\_ **SECONDED BY** \_\_\_\_\_

That the following resolution be adopted:

**Whereas**, Iowa Code Section 331.553(8) provides that a county may enter into an agreement with a city pursuant to the provisions of Iowa Code Chapter 28E whereby the county treasurer agrees to collect or enforce delinquent parking tickets on behalf of a city in conjunction with renewal of vehicle registrations pursuant to Iowa Code Sections 321.40(7) and 321.236; and

**Whereas**, the City of West Des Moines has requested the Polk County Treasurer to enter into such an agreement; and

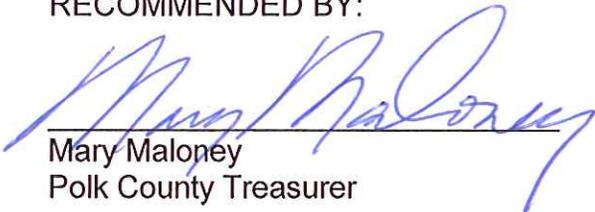
**Whereas**, it is the desire of Polk County and the City of West Des Moines to enter into such an agreement.

**Now, therefore, be it resolved** by the Polk County Board of Supervisors that Polk County enter into an agreement with the City of West Des Moines whereby the Polk County Treasurer agrees to collect or enforce delinquent parking tickets on behalf of a city in conjunction with renewal of vehicle registrations, the terms of which agreement are embodied in the attached Cooperative Agreement between the Iowa County of Polk and the City of West Des Moines, Iowa.

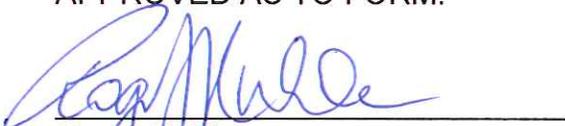
POLK COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Chairperson

RECOMMENDED BY:

  
\_\_\_\_\_  
Mary Maloney  
Polk County Treasurer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Roger Kuhle  
Assistant Polk County Attorney

#17

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Parking Ticket Collection Agreement

**Agenda Date:** July 12, 2016

**Contact Individual:** Ben Lacey

**Previous Action taken by the Board:  
Board/Commission Actions:**

**Action Requested (Recommended):** Approval of the Agreement with the City of West Des Moines to collect delinquent parking tickets on their behalf for a fee.

**Comply with Policy:** Iowa Code Section 331.553(8)

**Background:**

The City of West Des Moines has requested the Polk County Treasurer to assist in the collection of delinquent parking tickets. Iowa Code allows a County Treasurer to refuse the renewal of a vehicle registration if the individual has outstanding delinquent parking tickets. The individual may pay the amount of delinquent parking tickets to the County Treasurer and then proceed with the renewal of their vehicle registration. The Polk County Treasurer will receive a fee for providing this service.

**Action Impact:**

**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, Polk County has been sued by Gary and Patricia Foresman for personal injuries sustained in a motor vehicle accident when struck from behind by a county vehicle; and

WHEREAS, the County Attorney's office has defended the claim and recommended that it is in the best interest of the County to have this claim resolved without the risk of liability for substantial medical related claims and expenses and the risk of litigation; and

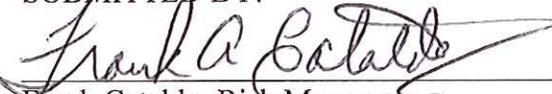
WHEREAS, Polk County has reached a tentative agreement, subject to approval from the Board of Supervisors, to settle all claims asserted for the sum of \$57,680 inclusive of all medical expenses except mediation expenses of \$3,300.00.

NOW, THEREFORE, BE IT RESOLVED, the Polk County Board of Supervisors does herein approve the settlement and authorizes the Auditor to make payment of such claims and mediation expenses as set forth in the Agreement for Settlement now on file in the office of the Polk County and authorizes the Chairperson to sign the Agreement.

POLK COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Chairperson

SUBMITTED BY:

  
\_\_\_\_\_  
Frank Cataldo, Risk Manager

APPROVED

  
\_\_\_\_\_  
Assistant County Attorney

#18

**POLK COUNTY BOARD OF SUPERVISORS**  
**Agenda Memorandum**

**Item Type & Title:** Settlement of personal injury and property damage claim against Polk County

**Agenda Date:** July 15, 2008

**Contact Individual:** Name and Title Roger J. Kuhle

<b>Department</b>	Polk County Attorney
<b>Phone</b>	286-3453

**Background:** Gary and Patricia Foresman filed suit against Polk County for physical injuries and property damage allegedly caused by a deputy sheriff on August 13, 2013. The county attorney recommends settlement of these claims as it is in the public interest that the claims be resolved without resort to the expense and risk of litigation. Both parties desire to settle the claims on the terms and conditions stated in an Agreement filed with the County Auditor. The claimants and their attorneys will be paid \$57,380 and the mediation expenses are \$3,300.00

**Action Impact:** \$60,680.00 from Risk Management Fund

**Fiscal Note:** Fiscal Impact: \$60,680.00 from Risk Management Fund

**RESOLUTION**

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_,

That the following Resolution be adopted:

WHEREAS, the Polk County Attorney's Office applied for and was awarded a grant from the State of Iowa, Department of Justice, Office of the Attorney General, Crime Victim Assistance Division for funding of a Victim Witness Liaison position, and

WHEREAS, the award period is for three (3) years with options to reapply, and

WHEREAS, contracts for award amounts are issued annually and the contract for award of funds for FY16/17 reflects funding of 57,155, and

WHEREAS, the awarded funds are to cover the costs of creating a Victim Witness Liaison position, AFSCME grade 16, range \$46,654-61,025.

WHEREAS, continued authorization for the position is contingent upon continued grant funding, and

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves acceptance of the grant award and creation of the above position and directs the County Auditor and the Director of Human Resources to take the necessary steps to implement this resolution.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Polk County Attorney or his designee, be authorized to sign the contract (copy attached) and execute any and all documents in furtherance of this contract.

Approved this \_\_\_\_\_ Day of \_\_\_\_\_ 2016

POLK COUNTY BOARD OF SUPERVISORS

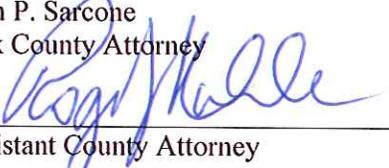
\_\_\_\_\_  
Chairperson

Submitted By:

  
\_\_\_\_\_  
Jim Nallas, Director of Human Resources

Approved as to form:

John P. Sarcone  
Polk County Attorney

By   
\_\_\_\_\_  
Assistant County Attorney

#19

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution Accepting Award of Grant Funds to Create a Victim/Witness Liaison Position in the Polk County Attorney's Office

**Agenda Date:** 7/12/16

**Contact Individuals:** John Sarcone, Polk County Attorney  
Jim Nahas, Director of Human Resources

**Previous Action taken by the Board:**

**Action Requested (Recommended):** Authorize acceptance of Grant Award from the State of Iowa Department of Justice, Crime Assistance Division for funding of a Victim Witness Liaison position; authorizes Polk County Attorney to sign the FY16/17 contract and administration of the contract.

**Comply with Policy:**

**Background:** The County Attorney's Office submitted an application for funding to the Victim Services Support Program (VSS) of the State of Iowa Department of Justice, Crime Victim Assistance Division on 1/29/16. They received notice that they have been awarded grant funds in the amount of \$57,155 for FY16/17. The Award covers a three year period with yearly contracts for award of funds. The Polk County Attorney and Victim Witness Program Manager are listed as authorized officials on the grant application and contract and as such request to be authorized to execute any and all documents in furtherance of this contract.

**Action Impact:** Creates one (1) grant funded Victim Witness Liaison position, AFSCME grade 16, range \$46,654-\$61,025 contingent on continued grant funding.

**Fiscal Note:** Contract for FY16/17 only. FY17/18 award funds not determined yet-estimate 2.75% cola adjustment. The County Attorney's Office currently has budgeted funds to cover the costs 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
16/17	Y	1	14,950	56,905 grant funds	Y	20051410	Grant funded
17/18	Y	1	16,404	58,612 grant funds	N	20051410	Grant funded

**Additional Fiscal Note Information (optional):**

**RESOLUTION**

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_,

That the following Resolution be adopted:

WHEREAS, the Director of General Services has reviewed the operations of the Building & Grounds Division, and

WHEREAS, the Director proposes modifying allocation of positions/staff to better meet operational needs, and

WHEREAS, the Director requests two (2) position modifications at this time and indicates further position modifications will be submitted upon vacancy of the Engineering Supervises Manager position, and

WHEREAS, the Director plans to offset the costs of reinstating a Building & Grounds Superintendant position by leaving the Building Services Manager position vacant, and

WHEREAS, for the following position modification is requested:

- Create one (1) Building & Grounds Superintendant position, Management grade 25, range \$80,315-\$105,871.
- Transfer the incumbent of the Building Services Manager, Management grade 21, range \$66,549-\$87,571 to the new position and de-appropriate the vacant Building Services Manager position.
- Delete one (1) vacant Stationary Engineer position, AFSCME grade 19, range \$53,534-\$70,156 and reallocate funds to create one (1) Maintenance Worker, AFSCME grade 15, range \$44,584-\$58,272.

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

Approved this \_\_\_\_\_ Day of \_\_\_\_\_ 2016

POLK COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Chairperson

Submitted By:



\_\_\_\_\_  
James Nahas, Director of Human Resources

#20

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Position Modifications within the General Services Department

**Agenda Date:** 7/12/16

**Contact Individual:** Jim Nahas, Director of Human Resources

**Previous Action taken by the Board:**

**Action Requested (Recommended):** Create one (1) Building & Grounds Superintendant position, Management grade 25, range \$80,315-\$105,871; transfer the incumbent of the Building Services Manager, Management grade 21, range \$66,549-\$87,571 to the new position and de-appropriate the vacant Building Services Manager position; delete one (1) vacant Stationary Engineer position, AFSCME grade 19, range \$53,534-\$70,156 and reallocate funds to create one (1) Maintenance Worker, AFSCME grade 15, range \$44,584-\$58,272.

**Comply with Policy:**

**Background:** the Director of General Services has reviewed the operations of the Building & Grounds Division and proposes modifying allocation of positions/staff to better meet operational needs. The Director requests three (3) position modifications at this time and indicates further position modifications will be submitted at a later date. The Director plans to offset the costs of reinstating a Building & Grounds Superintendant position by leaving the resulting Building Services Manager position vacant.

**Action Impact:** Creates one (1) Building & Grounds Superintendant position; de-appropriates one (1) vacant Building Services Manager position, replaces a vacant Stationary Engineer position with a Maintenance Worker position.

**Fiscal Note:** Cost savings estimated to be \$11,587 for FY16/17 and \$4,858 for FY17/18.

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
15/16	Y	0	(11,587)		Y		
16/17	Y	0	(4,858)		Y		

**Additional Fiscal Note Information (optional):**

**RESOLUTION**

**MOVED** by \_\_\_\_\_ **SECONDED** by \_\_\_\_\_

that the following Resolution be adopted:

**WHEREAS**, the Ankeny Airport is operated by the Polk County Aviation Authority (PCAA); and,

**WHEREAS**, a top capital improvement priority is to extend an existing runway that would allow for larger planes to utilize the airport; and,

**WHEREAS**, the extension of the runway will require the purchase of an adjacent property; and,

**WHEREAS** Polk County has agreed to provide a loan in the amount of \$730,000 at 0% interest to PCAA that will be repaid within five years.

**NOW, THEREFORE, BE IT RESOLVED** that the Polk County Board of Supervisors does approve and authorize the Chair to sign the attached agreement with the Polk County Aviation Authority to provide a loan in the amount of \$730,000 at 0% interest that will be repaid within five years.

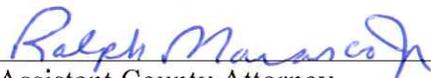
**POLK COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Chair

**SUBMITTED BY:**

  
\_\_\_\_\_  
Mark Wandro  
Polk County Administrator

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Assistant County Attorney

FY16/17 #  
Fiscal Impact:\$730,000

#21

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving loan to the Polk County Aviation Authority for land purchase at the Ankeny Airport.

**Agenda Date:** July 12, 2016

**Contact Individual:** Sarah Boese, Board Executive Assistant  
Board of Supervisors  
286-3895

**Previous Action taken by the Board:** None

**Board/Commission Actions:** N/A

**Comply with Policy:** Yes

**Background:** The Polk County Aviation Authority operates the Ankeny Airport and has identified a priority of extending a runway. This project would require the purchase of an adjacent property. Upon approval of this resolution, Polk County would provide a loan in the amount of \$730,000 at 0% interest to be repaid within five years.

**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
16/17	Y		\$730,000		N		

**Additional Fiscal Note Information (optional):**

**RESOLUTION**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

**that the following Resolution be adopted:**

WHEREAS, Polk County is from time-to-time in need of professional assistance in identifying and obtaining grant and award funding for Polk County programs and operations; and,

WHEREAS, Natasha Drake, a sole proprietor, is qualified and willing to provide such assistance; and,

WHEREAS, Polk County and Natasha Drake desire to enter into an agreement regarding such services upon the terms and conditions of the attached agreement; and,

WHEREAS, it is the desire of the Polk County Board of Supervisors to approve the attached agreement between Polk County and Natasha Drake.

**NOW THEREFORE BE IT RESOLVED** that the Polk County Board of Supervisors hereby approves and authorizes the Chair to sign the attached agreement with Natasha Drake.

POLK COUNTY BOARD OF SUPERVISORS

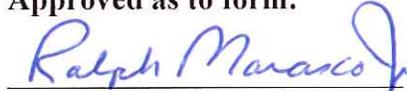
\_\_\_\_\_  
Chair

**Submitted by:**



Sarah Boese  
Board Executive Assistant

**Approved as to form:**



Assistant Polk County Attorney

Fiscal Impact: Expenditure of no more than \$65,000 in FY16/17 from the Misc. Professional/Technical Services Fund

#22

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving an agreement between Polk County and Natasha Drake for professional services in 2016/2017.

**Agenda Date:** July 12, 2016

**Contact Individual:** Sarah Boese, Board Executive Assistant  
Board of Supervisors  
286-3895

**Previous Action taken by the Board:** None

**Board/Commission Actions:** N/A

**Comply with Policy:** Yes

**Background:** Polk County is from time-to-time in need of professional assistance in identifying and obtaining grant and award funding for County programs and operations. Natasha Drake, a sole proprietor, is qualified and willing to provide such assistance.

**Action Impact:** The passage of this resolution approves the agreement between Polk County and Natasha Drake for grant writing services from July 1, 2016 through June 30, 2017.

**Fiscal Note:** A ten percent down payment of \$6,500 will be paid to Natasha upon approval of this resolution. Polk County will be billed monthly at an hourly rate of \$60, not to exceed \$65,000.

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
16/17	Y		\$65,000		N	10109000.76470	

**Additional Fiscal Note Information (optional):**

# RESOLUTION

MOVED by \_\_\_\_\_ SECONDED by \_\_\_\_\_

that the following Resolution be adopted:

**WHEREAS**, the Polk County Board of Supervisors wishes to study the issue of food insecurity in Polk County; and,

**WHEREAS**, Des Moines University is a capable, reputable and affordable academic institution that is experienced in conducting professional qualitative research; and,

**WHEREAS**, the County and Des Moines University desire to enter into an agreement regarding such services upon the terms and conditions of the attached agreement, and;

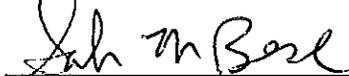
**WHEREAS**, it is the desire of the Polk County Board of Supervisors to approve the attached agreement between Polk County and Des Moines University.

**NOW, THEREFORE BE IT RESOLVED** that the Polk County Board of Supervisors hereby approves and authorizes the Chair to approve the attached agreement with Des Moines University to complete an assessment of food insecurity in Polk County.

**POLK COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Chairperson

**SUBMITTED BY:**



\_\_\_\_\_  
Sarah Boese  
Board Executive Assistant

FY16/17  
Fiscal Impact: \$14,414

#23

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving an agreement between Polk County and Des Moines University for professional services.

**Agenda Date:** July 12, 2016

**Contact Individual:** Sarah Boese, Board Executive Assistant  
Board of Supervisors  
286-3895

**Previous Action taken by the Board:** None

**Board/Commission Actions:** N/A

**Comply with Policy:** Yes

**Background:** The Polk County Board of Supervisors has undertaken an initiative to reduce the number of people in Polk County who do not have enough food. Currently, the data cited is national statistics based off of demographic information from Feeding America. Des Moines University has the capability to use a statistically validated questionnaire from the USDA and Census Bureau to get an accurate estimate on the number of food insecure individuals in Polk County. United Way will also be paying for the same research to be done in Dallas and Warren Counties.

**Action Impact:** The passage of this resolution approves the agreement between Polk County and Des Moines University for professional services.

**Fiscal Note:**

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
16/17	Y		\$14,414		N	10109000.76470	

**Additional Fiscal Note Information (optional):**

## RESOLUTION

MOVED by \_\_\_\_\_ SECONDED by \_\_\_\_\_

that the following Resolution be adopted:

WHEREAS, Beaverdale Betterment Coalition works to develop a robust commercial environment within Beaverdale. By supporting the business community, the Beaverdale Betterment Coalition aims to improve quality of life for the neighborhood's residents, attract healthy new businesses to the area and strengthen the civic fabric of Beaverdale and;

WHEREAS, Beaverdale Betterment Coalition is seeking a Community Development Grant to assist with a donor plaque and monument thanking those who contributed their time, talents and resources to the Beaverdale Streetscape Project. They will focus on the installation of power receptacles into the planter beds along Beaver Avenue in Des Moines, Iowa. The project will enhance and improve the quality of life for the citizens of Polk County, and;

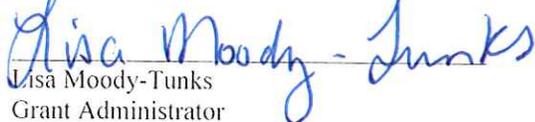
WHEREAS, the Polk County Board of Supervisors desires to provide a grant to Beaverdale Betterment Coalition in the amount of \$10,000.00 to assist with the monument and installation of power receptacles within Polk County on Beaver Avenue, and;

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves a grant in the amount of \$10,000.00 to Beaverdale Betterment Coalition to assist in funding the monument and power receptacle projects and authorizes the Chair to sign the attached agreement.

### POLK COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Tom Hockensmith, Chair

SUBMITTED BY:

  
Lisa Moody-Tunks  
Grant Administrator

Approved as to form:

  
Assistant Polk County Attorney

Fiscal Impact: Expenditure of \$10,000.00 from Gaming Revenue

#24

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving a Community Development Grant for Beaverdale Betterment Coalition.

**Agenda Date:** July 12, 2016

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

**Previous Action taken by the Board:** Community Betterment Grant May 26, 2015-\$5,000.00.

**Action Requested (Recommended):** Award a \$10,000.00 Community Development Grant to Beaverdale Betterment Coalition.

**Comply with Policy:** Yes

**Background:** Beaverdale Betterment Coalition is seeking a Polk County Community Development Grant to assist with a donor plaque and monument thanking those who have contributed their time, talents and resources to the Beaverdale Streetscape Project. They will also install power receptacles into the planter beds along Beaver Avenue in Des Moines, Iowa.

**Action Impact:** The passage of this resolution will award \$10,000.00, to Beaverdale Betterment Coalition and authorizes the Chair to sign attached agreement.

**Fiscal Note:**

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
16/17		\$10,000.00			4010932.79410	

**Additional Fiscal Note Information (optional):**

# RESOLUTION

MOVED by \_\_\_\_\_ SECONDED by \_\_\_\_\_ that .  
the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors has identified funding for Community Betterment projects in the FY 16-17 Prairie Meadows Revenue Gaming Plan; and,

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

WHEREAS, requests for support of community agencies/organizations throughout the metropolitan area have been received from all of the agencies listed on the attached Community Betterment Grant Award List; and,

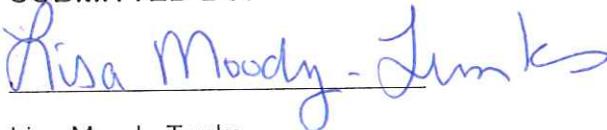
WHEREAS, the nature of these agencies/organizations and their projects are an appropriate use of the Community Betterment funds.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves awarding \$14,000.00 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 BOARD OF SUPERVISORS

\_\_\_\_\_  
Chairperson

SUBMITTED BY:



Lisa Moody-Tunks  
Grant Administrator

Fiscal Impact: \$14,000.00 from the Community Betterment fund, FY 16-17

#25

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

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

**Agenda Date:** July 12, 2016

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

**Previous Action taken by the Board:** Community Betterment Awards July 5, 2016-\$25,000.00.

**Board/Commission Actions:** N/A

**Action Requested (Recommended):** Approval of the attached July 12, 2016 Community Betterment Grant Award List.

**Comply with Policy:** Yes

**Background:** Polk County has funding for Community Betterment projects in the FY16-17 Prairie Meadows Revenue Gaming Plan. Request for support of community agencies/organizations have been received and their projects are an appropriate use of the Community Betterment funds.

**Action Impact:** Passing of this resolution approves awarding \$14,000.00 in Community Betterment Grants in the individual amounts as identified on the attached Community Betterment Grant Award List.

**Fiscal Note:**

Fiscal Year	Budget- ed? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
16/17		\$14,000.00		N		40109033.79410

**Additional Fiscal Note Information (optional):**

**Community Betterment Grant  
Awards July 12, 2016**

Ankeny Area Historical Society	\$5,000.00
Ankeny Community School District Foundation	\$5,000.00
COPS Against Cancer	\$3,000.00
Optimist Club of Ankeny	\$1,000.00

<b>TOTAL</b>	<b>\$14,000.00</b>
--------------	--------------------



## Veteran Affairs

Rebecca Buch  
Veterans Administrator  
Polk County River Place  
2309 Euclid Avenue  
Des Moines, Iowa 50319-5703  
Ph 515.286.3670  
Fax 515.286.2106  
[www.polkcountyiowa.gov](http://www.polkcountyiowa.gov)

Date: July 6, 2016

To: Tom Hockensmith, Chairperson  
Polk County Board of Supervisors

From: Rebecca Buch, Administrator *RB*  
Polk County Veterans Affairs

Re: Fourth Quarter Report FY 15/16

Beginning July 1, 2016 Veteran Affairs federal claims system has the capability of tracking revenue to those Veterans awarded compensation and/or pension.

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

RB:mls

cc: Tim Krum, Chairperson, Veteran Affairs  
Commission  
Mark Wandro, Board of Supervisors

#26



# Veteran Affairs

Rebecca Buch  
Veterans Administrator  
Polk County River Place  
2309 Euclid Avenue  
Des Moines, Iowa 50319-5703  
Ph 515.286.3670  
Fax 515.286.2106  
[www.polkcountyiowa.gov](http://www.polkcountyiowa.gov)

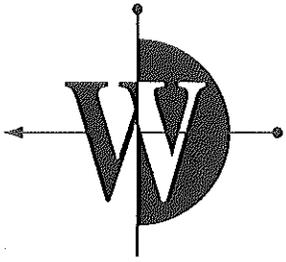
## POLK COUNTY ACTIVITY REPORT - FY 15/16

Department: VETERAN AFFAIRS Report Period: April 1st, 2016 to June 30th, 2016

DATA:	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Clients interviewed*	1,717	1,628	1,544	1,462	6,351
Vouchers issued	196	183	231	155	765
Monetary amount of vouchers	\$ 126,402.74	\$ 98,417.14	\$142,172.04	\$ 131,007.66	498,000
IA Veterans Home referrals*	11	15	16	16	58
Phone calls	2,140	2,083	2,445	2,193	8,861
New clients	432	417	407	395	1,651
Funerals	9	1	5	5	20
Federal Benefits	517	860	784	750	2,911
State Benefits (Trust Fund, DOT)	178	219	246	267	910
Clients served	3,857	3,711	3,989	3,655	15,212

\*The number of clients interviewed only reflects temporary financial assistance

\*The number of referrals does not mean the number of clients admitted to the IA Veterans Home



THE CITY OF  
West Des Moines®  
www.wdm.iowa.gov

Community and Economic  
Development

4200 Mills Civic Parkway, Suite 2E  
P.O. Box 65320  
West Des Moines, IA 50265-0320

515-273-0770

FAX 515-273-0603  
TDD/TTY 515-222-3334

E-mail [ced@wdm.iowa.gov](mailto:ced@wdm.iowa.gov)

June 28, 2016

Polk County Board of Supervisors  
c/o Mr. Jamie Fitzgerald, Auditor  
111 Court Avenue, Suite 230  
Des Moines, IA 50309

RE: Amendment No. 2 Fuller Road Urban Renewal Plan

Dear Mr. Fitzgerald:

The West Des Moines City Council has begun the process of amending an Urban Renewal Plan, *Amendment No. 2 Fuller Road Urban Renewal Plan*. The Fuller Road Urban Renewal Plan was originally adopted in 2010 and was amended in 2012. The plan is now being amended in order to identify new urban renewal projects and update the previously identified urban renewal projects. The area does have a frozen base value as debt was certified for this Urban Renewal. The Resolution from the City Council and the attached draft Amendment are included with this letter.

As required by Iowa Code, the City Council set a consultation meeting of the affected taxing entities for July 6, 2016, at 10:30 am in the West Des Moines City Hall Vista Room, Suite 2E. The public hearing date has been set for July 25, 2016, at 5:35 pm in the West Des Moines City Hall Council Chambers. A notice for each meeting is included.

If you have any questions before the consultation meeting, feel free to call Clyde Evans at (515) 273-0770.

Sincerely,

Kay Schoon  
Housing Secretary

Enclosures

cc: Ryan Jacobson, City Clerk

RECEIVED  
16 JUN 29 PM 1:12  
POLK CO AUDITOR  
JAMIE FITZGERALD

#27