

**POLK COUNTY BOARD OF SUPERVISORS AGENDA**  
**POLK COUNTY ADMINISTRATIVE OFFICE BUILDING**

**111 COURT AVENUE - ROOM 120**

**MARCH 15, 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**

**VACATION OF ROAD RIGHT-OF-WAY**

- \*5. Resolution approving vacation of a portion of unused road right-of-way on NW 4<sup>th</sup> Ct (S. Reese).

6.

**PUBLIC COMMENTS**

**RESOLUTIONS**

7. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for March 29, 2016 on Disposal of County Interest in Real Estate (landlocked parcel behind 506, 514, 518 and 522 SW Ash Drive, Ankeny).
8. Resolution authorizing the Auditor's Office to publish Notice of Public Hearing for March 29, 2016 on Disposal of County Interest in Real Estate (3946 Clinton Avenue).
- \*9. Resolution approving sanitary sewer extension agreement with Saylor Township (for extension along NW 2<sup>nd</sup> Street).
10. Resolution approving minor preliminary subdivision plat of Saylor Fire Station Plat 1.
11. Resolution approving major preliminary subdivision plat of Camden Country Estates.
12. Resolution approving major preliminary subdivision plat of Rolling Woods Plat 3.
- \*13. Resolution approving agreement with University of St. Francis Cecily and John Leach College of Nursing for provision of learning experiences.
- \*14. Resolution updating the Tuberculosis Control Plan Policy.

- \*15. Resolution approving Community Development Grant to the ALS Association Iowa Chapter.
- \*16. Resolution approving Community Development Grant to Link Associates Foundation.

### **COMMUNICATIONS**

- 17. Notice of Appraisal of Damages and Time for Appeal in the Matter of Condemnation of Certain Rights in Land (improvement of road in City of Grimes).
- \*18. Communication from City of Ankeny regarding annexation of certain parcels of real estate (Eugene Schmitt/Gerri Beeler-Schmitt).

### **BUDGET ACTIONS**

- 19. Memorandum of Budget Actions.

### **APPOINTMENTS**

- 20. Memorandum of Appointments.

### **ADJOURNMENT**

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

**RESOLUTION**

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

WHEREAS, Polk County Public Works Department has received a request from Shelley Reese of 465 NW 55 Place to vacate a portion un-used road right-of-way easement adjacent to her property and along NW 4<sup>th</sup> Court located in Saylor Township, Section 10 of T-79-N, R-24-W, Polk County, Iowa; and

WHEREAS, said easement for public highway was obtained in 1953 and recorded in Book 2619, Page 141, and included a 20 feet x 33 feet tract within Lot 157 of Pinehill Plat 5; and

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

WHEREAS, the legal description of the road right-of-way within the unincorporated area of Polk County proposed to be vacated is as follows and is shown on the attached map:

Easement on NW 4<sup>th</sup> Court

A Parcel of land located in Pinehill Plat 5, an official plat in Section 10, Township-79-North, Range-24-West of the 5<sup>th</sup> P.M., Saylor Twp., Polk County, Iowa and more specifically described as follows:

A tract of land in Lot 157 of Pinehill Plat 5, beginning at the northeast corner of said Lot 157; thence west 20 feet; thence south 33 feet; thence east 20 feet; thence north 33 feet along the west line of Lot C of Pinehill Plat 5, to the point of beginning; said parcel containing 0.015 acres, more or less; 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, within the above described parcel for the right to service said utilities; and

WHEREAS, notice was published and a public hearing was held on March 15, 2016 regarding the proposed conveyance of Polk County interest in the vacated road right-of-way as described above.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the vacation of the above-described un-used road right-of-way; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors approves the conveyance of interest in said property; and

BE IT FURTHER RESOLVED that the Chairperson of the Polk County Board of Supervisors is hereby appointed to execute and acknowledge the attached quit claim deed for said vacated parcel located in Section 10, T-79-N, R-24-W; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Polk County Public Works Department to have said deed filed for record with the Polk County Recorder.

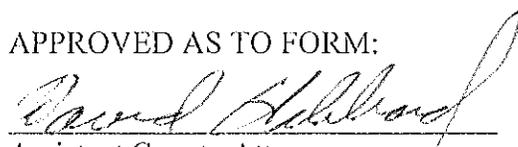
POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

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

APPROVED AS TO FORM:

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

FISCAL IMPACT: None

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Public Hearing Resolution No. 27-16 to vacate a portion of un-used road right-of-way on NW 4<sup>th</sup> Court.

**Agenda Date:** March 15, 2016

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

**Previous Action taken by the Board:** Resolution 19-16 dated March 1, 2016 established the public hearing for vacation of this un-used road easement.

**Board/Commission Actions:** None Required

**Action Requested (Recommended):** Approve the vacation of the described road right-of-way, approve the conveyance of interest in said property, appoint Chairperson to execute and acknowledge the quit claim deed, and authorize the Public Works Department to have the deed filed for record with the Polk County Recorder.

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

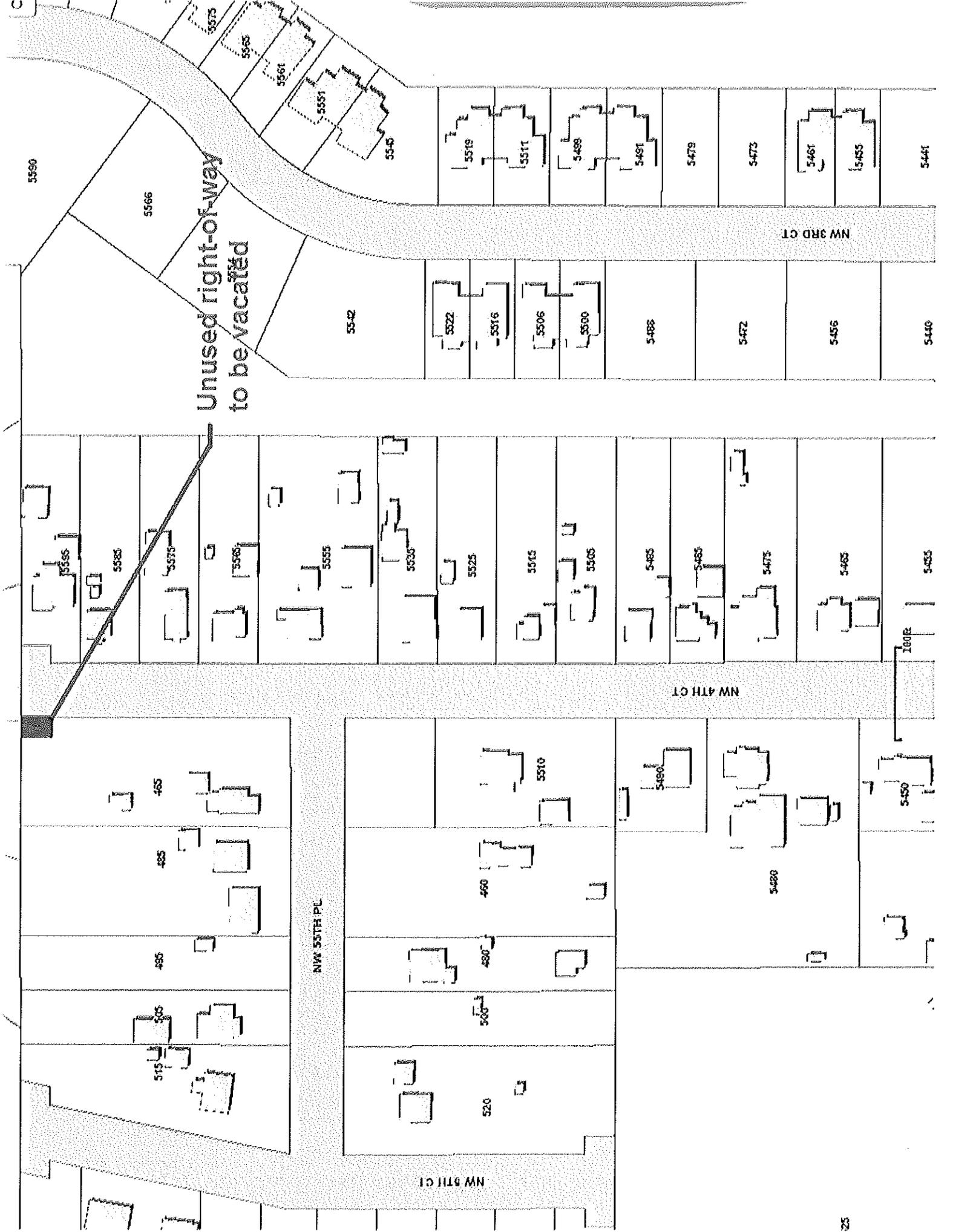
**Background:** The Public Works Department received a request from Shelley Reese of 465 NW 55 Place to vacate a portion un-used road right-of-way easement adjacent to her property and along NW 4<sup>th</sup> Court. This easement for public highway was obtained in 1953 and recorded in Book 2619, Page 141, and included a 20 feet x 33 feet tract within Lot 157 of Pinehill Plat 5. Public Works recommends approval of this easement vacation which will be made with reservations of right-of-way easements for existing public utilities within the above described parcel and the right to service said utilities.

**Action Impact:** Resolution and quit Claim Deed vacates any interest Polk County possessed in the described parcel.

**Fiscal Note:** None at this time.

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	NA	N	N	N		

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



Unused right-of-way  
to be vacated

5590

5566

5542

5519

5511

5498

5491

5479

5473

5461

5455

5441

NW 3RD CT

5522

5516

5506

5500

5488

5472

5456

5440

5585

5580

5575

5568

5555

5530

5525

5515

5505

5485

5483

5475

5465

5455

100E

NW 4TH CT

465

485

486

515

505

NW 55TH PL

5510

460

480

500

520

5480

5480

5450

NW 9TH CT

97-241

**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 of a small land locked parcel located behind 506, 514, 518 and 522 SW Ash Drive, Ankeny, Iowa and legally described as:

S 216.58 F LOT 12 WHALEN PLACE

To Aaron Hallengren, Nathan & Leah Hutchins, Harriett A. Simmons and Lois L. Chopard 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 March 29, 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: \$ 500.00 to Real Estate Fund

# 7

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 24-16 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #97-241, a small land locked parcel located behind 506, 514, 518 and 522 SW Ash Drive to Aaron Hallengren, Nathan & Leah Hutchins, Harriett A. Simmons and Lois L. Chopard. District 181 Parcel 00861-000-000.

**Agenda Date:** March 15, 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 Aaron Hallengren, Nathan & Leah Hutchins, Harriett A. Simmons and Lois L. Chopard for a total of \$500.00 to purchase this parcel. The County received this parcel by tax deed in November of 1983. Property size is 30' x 216.6'. 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	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
15/16			\$500.00			

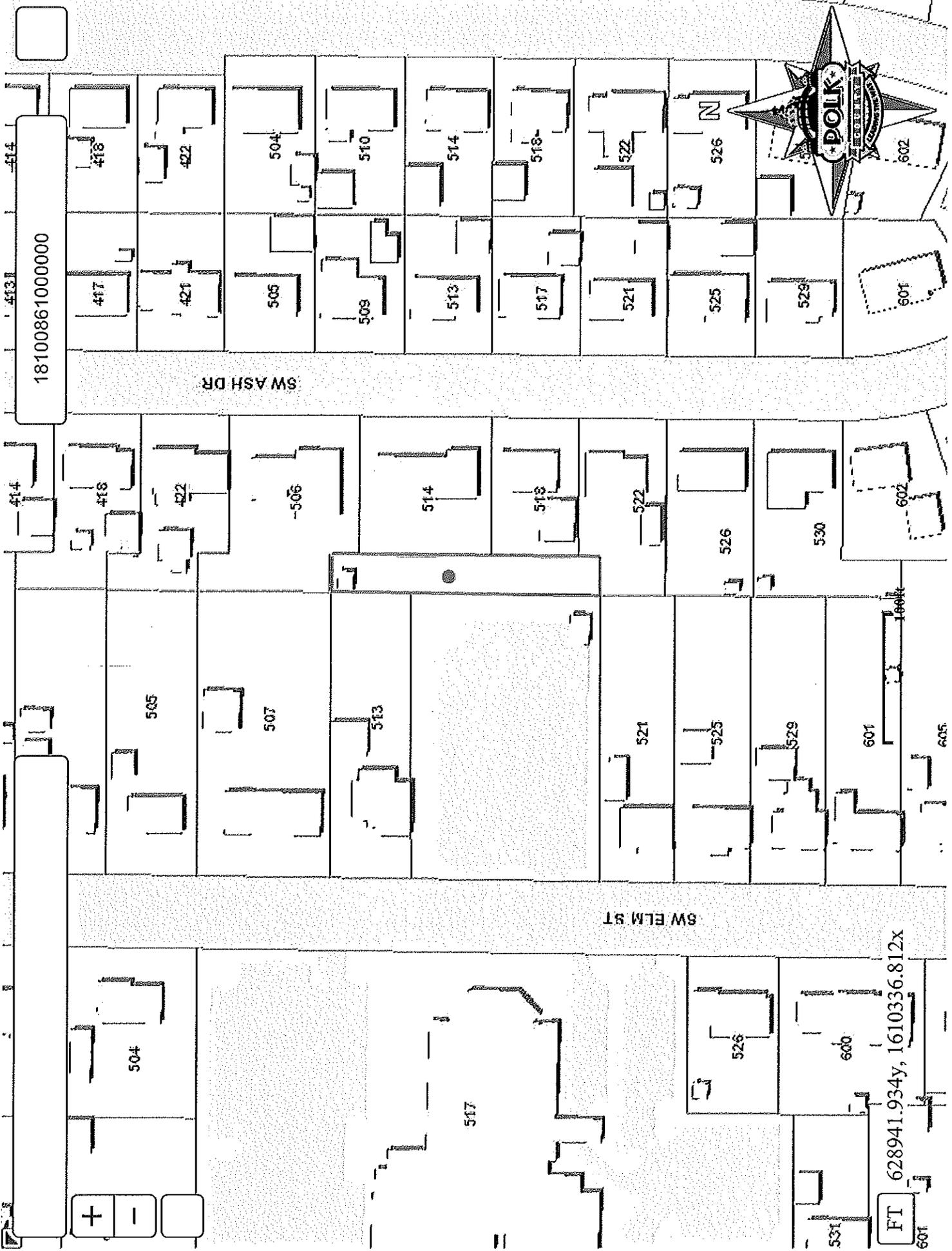
**Additional Fiscal Note Information (optional):**

## NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 29th of March, 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 of a small land locked parcel located behind 506, 514, 518 and 522 SW Ash Drive, Ankeny, Iowa and described as:

S 216.58 F LOT 12 WHALEN PLACE

To Aaron Hallengren, Nathan & Leah Hutchins, Harriett A. Simmons and Lois L. Chopard for a total of \$500.00. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.



Map navigation controls including a zoom in (+) button, a zoom out (-) button, and a search input field.

18100861000000

FT 628941.934y, 1610336.812x

103-521

**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 vacant property located at 3946 Clinton Avenue, Des Moines, Iowa and legally described as:

LOT 67 KNAPP PLACE

To the City of Des Moines for a storm sewer project and other public purposes; and

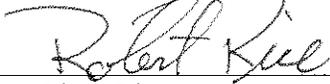
WHEREAS, Iowa Code section 331.361(2) requires a public hearing on a proposal to dispose of an interest in real estate.

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 March 29, 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: None

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# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 25-16 to authorize the Auditor's Office to publish notice for a public hearing on disposal of interest in County owned Real Estate File #103-521, (District 100 Parcel 08025-000-000) vacant property located at 3946 Clinton Ave to the City of Des Moines.

**Agenda Date:** March 15, 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 the City of Des Moines to obtain this parcel for a permanent storm sewer project. Instead of providing easement Polk County desires to transfer the property to the City of Des Moines. Polk County received this parcel by tax deed in February of 1990. Property size is 50 x 148. 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	Budgeted? (Y/N)	Anticipated Expense	Anticipated Revenue	Ongoing Commitment? (Y/N)	If Amendment is Required,	
					Expense Account Code	Revenue Account Code
15/16			N/A			

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

## NOTICE OF PUBLIC HEARING

The Polk County Board of Supervisors will hold a Public Hearing on the 29th of March, 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 at 3946 Clinton Avenue, Des Moines, Iowa and described as:

LOT 67 KNAPP PLACE

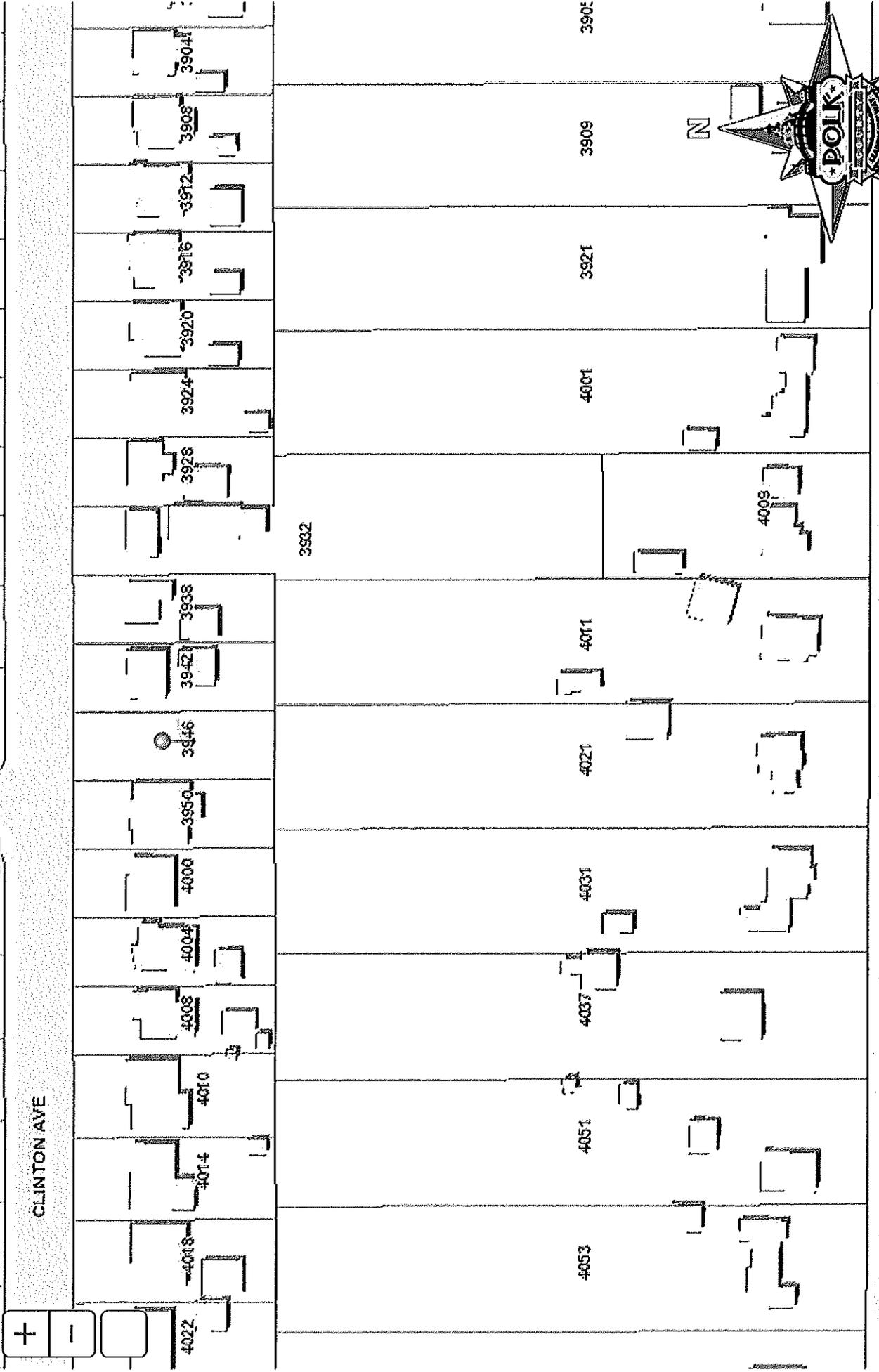
To the City of Des Moines for a storm sewer project and other public purposes. For additional information, contact Polk County Public Works, Real Estate Division at (515)286-3705.

3946 CLINTON AVE, DES

CLINTON AVE

+

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**RESOLUTION**

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

WHEREAS, Saylor Township Trustees desires to extend the Polk County sanitary sewer system to provide public sanitary sewer service adjacent to the property described on attached "Exhibit A" in accordance with the attached Sanitary Sewer Extension Agreement between Polk County and Saylor Township Trustees; and

WHEREAS, Saylor Township Trustees has paid the sewer usage fee in accordance with the County Water and Sewer Policy adopted in 2004.

NOW, THEREFORE, BE IT RESOLVED that the attached Sanitary Sewer Extension Agreement between Polk County and Saylor Township Trustees is hereby approved and the Chairperson is authorized to sign said agreement; and

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

POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

Robert Rice  
Robert Rice, Director  
Polk County Public Works

APPROVED AS TO FORM AND LEGAL MATTERS:

David Hilliard  
Assistant County Attorney

FISCAL NOTE: No affect on county budget.  
All costs to extend the sewer to be paid by Saylor Township Trustees

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# POLK COUNTY BOARD OF SUPERVISORS

## Agenda Memorandum

Item Type & Title: Resolution No. 26-16 approving a sanitary sewer extension agreement with Saylor Township for the extension of the county sanitary sewer along NW 2<sup>nd</sup> Street.

Agenda Date: March 15, 2016

Contact Individual: Bret VandeLune, Planning & Development Manager, Polk County Public Works, 286-2290

Background: The public sanitary sewer extension is needed along NW 2<sup>nd</sup> Street for the Saylor Fire Station Plat 1 subdivision.

Action Impact: Approves conditions whereby the property owner will extend county sanitary sewer for the subdivision and the county will assume ownership of the sewer.

Action Requested: Approve a sanitary sewer extension agreement with Saylor Township

Fiscal Note: Developer to pay cost of sewer extension in accordance with the water and sewer extension policy adopted on April 13, 2004.

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	N	0	\$0	\$0	N		

Additional Fiscal Note Information (optional):

Exhibit A

Saylor Township Trustees Legal Description.

PARCEL "A" OF OUTLOT "Y" OF WOODSIDE ESTATES WEST PLAT 1, AN OFFICIAL PLAT AS RECORDED IN BOOK 15438 PAGE 785 IN THE POLK COUNTY RECORDER'S OFFICE AND A PART OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 10, TOWNSHIP 79 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 10; THENCE SOUTH 89°44'39" WEST ALONG THE SOUTH LINE OF LOT "F" OF SAID WOODSIDE ESTATES WEST PLAT 1, A DISTANCE OF 158.28 FEET; THENCE NORTH 02°00'37" WEST ALONG THE WEST LINE OF SAID LOT "F", 33.01 FEET TO THE NORTH RIGHT OF WAY LINE OF NW 54TH AVENUE; THENCE SOUTH 89°44'39" WEST ALONG SAID NORTH RIGHT OF WAY LINE, 249.00 FEET TO A CORNER OF SAID OUTLOT "Y" AND THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°44'39" WEST ALONG THE SOUTH LINE OF SAID OUTLOT "Y", 245.33 FEET TO THE SOUTHWEST CORNER OF SAID OUTLOT "Y"; THENCE NORTH 00°01'31" EAST ALONG THE WEST LINE OF SAID OUTLOT "Y", 532.71 FEET; THENCE NORTH 89°44'39" EAST, 475.47 FEET TO THE EAST LINE OF SAID OUTLOT "Y"; THENCE SOUTH 01°59'48" EAST ALONG THE EAST LINE OF SAID OUTLOT "Y", 282.82 FEET TO THE SOUTHEAST CORNER OF SAID OUTLOT "Y"; THENCE SOUTH 89°44'33" WEST ALONG SAID SOUTH LINE OF OUTLOT "Y", 241.35 FEET; THENCE SOUTH 00°15'26" EAST CONTINUING ALONG SAID SOUTH LINE OF OUTLOT "Y", 250.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 4.52 ACRES (197,004 S.F.).

AND

BEGINNING AT A POINT 158.3 FEET WEST AND 33 FEET NORTH OF THE SOUTHEAST (SE) CORNER OF SECTION TEN (10) TOWNSHIP SEVENTY-NINE (79) RANGE TWENTY-FOUR (24) (SAID POINT IS ALSO THE NW CORNER OF SECOND AVENUE AND PINE HILL ROAD); THENCE WESTERLY ALONG THE NORTH LINE OF PINE HILL ROAD A DISTANCE OF 200 FEET; THENCE NORTHERLY AT AN ANGLE OF 90 DEGREES A DISTANCE OF 200 FEET; THENCE EASTERLY AT AN ANGLE OF 90 DEGREES, A DISTANCE OF 193.83 FEET TO THE WEST LINE OF SECOND AVENUE; THENCE SOUTHEASTERLY ALONG THE WEST LINE OF SECOND AVENUE A DISTANCE OF 200.23 FEET TO THE POINT OF BEGINNING.

AND

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 10, TOWNSHIP 79 NORTH, RANGE 24 WEST OF THE 5TH P.M.; THENCE NORTH 90° WEST ALONG THE SOUTH LINE OF SAID SECTION 10 A DISTANCE OF 383.30 FEET; THENCE NORTH 0° EAST A DISTANCE OF 33.00 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 90° WEST A DISTANCE OF 25.00 FEET; THENCE NORTH 0° EAST A DISTANCE OF 250.00 FEET; THENCE NORTH 90° EAST A DISTANCE OF 217.29 FEET; THENCE SOUTH 1°45'59" EAST A DISTANCE OF 50.02 FEET; THENCE SOUTH 90° WEST A DISTANCE OF 193.83 FEET; THENCE SOUTH 0° EAST A DISTANCE OF 200.00 FEET TO THE POINT OF BEGINNING.

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

RESOLUTION

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

WHEREAS, the owners of land located in Section 10, Township 79 North, Range 24 West of the 5<sup>th</sup> P.M. (Saylor Township), Polk County, Iowa, wish to subdivide and plat their land into a minor preliminary subdivision plat known as Saylor Fire Station Plat 1; and

WHEREAS, the minor preliminary subdivision plat proposes one (1) commercial lot on 5.85 acres of land; and

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

WHEREAS, no action is required by the Polk County Zoning Commission on minor subdivision plats.

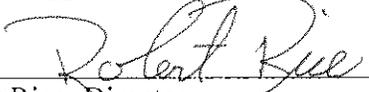
NOW, THEREFORE, BE IT RESOLVED that the minor preliminary subdivision plat of Saylor Fire Station Plat 1 is hereby approved.

Sewer Service:	Polk County
Water Service:	Des Moines Water Works
Zoning:	"GC" General Commercial District
Platted by:	Saylor Township Trustees
Engineer:	Snyder & Associates
Location:	Northwest corner of NW 2 <sup>nd</sup> Street and NW 54 <sup>th</sup> Avenue
Township:	Saylor

POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

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

FISCAL NOTE: No cost to the County

#10

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 30-16 approving the Preliminary Plat of Saylor Fire Station Plat 1, a minor preliminary subdivision plat.

**Agenda Date:** March 15, 2016

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

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

**Board/Commission Actions:** The Zoning Commission does not act on minor subdivision plats.

**Action Requested (Recommended):** Approval of the Preliminary Plat of Saylor Fire Station Plat 1.

**Comply with Policy:** Yes. The Plat is a boundary line adjustment whereby the existing parcel and adjacent ground are being combined to form a new Lot 1. The land is zoned "GC" General Commercial District. The Plat complies with the requirements of the Polk County Zoning and Subdivision Ordinances.

**Background:** Saylor Township Fire Department wishes to acquire an additional approximately 4½ acres to provide expanded parking at their existing facility located at 211 NW 54<sup>th</sup> Avenue. As part of the subdivision process, the property is extending Polk County sanitary sewer.

**Action Impact:** Approval of the Preliminary Plat allows the applicant to move forward with construction of water and sewer lines and submit a final plat. Following staff's review the final plat will come before the Board for approval prior to recording.

**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
15/16	N	N	N	N		

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





RESOLUTION

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

WHEREAS, the owners of land located in Section 29, Township 80 North, Range 24 West of the 5<sup>th</sup> P.M. (Crocker Township), Polk County, Iowa, wish to subdivide and plat their land into a major preliminary subdivision plat known as Camden Country Estates; and

WHEREAS, the major preliminary subdivision plat proposes 34 residential lots on 30.40 acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa, except the subdivision ordinance requirement that flag lots shall not exceed three (3) acres in size; and

WHEREAS, the owner/developer requests the following waiver from the subdivision ordinance requirements: 1) Waiver from the maximum allowable flag lot size of three (3) acres for Lot 20; and

WHEREAS, the Polk County Zoning Commission on January 25, 2016, recommended approval of the preliminary subdivision plat to the Board of Supervisors by a unanimous vote with two members absent.

NOW, THEREFORE, BE IT RESOLVED that the major preliminary subdivision plat of Camden Country Estates is hereby approved.

Sewer Service:	On-site wastewater treatment systems
Water Service:	Des Moines Water Works
Zoning:	"MDR" – Medium Density Residential District
Platted by:	Strahan Construction / Reid Strahan (owner/developer)
Engineer:	Civil Design Advantage
Location:	NE corner of NW 35 <sup>th</sup> St (Hwy 415) and NW 84 <sup>th</sup> Ave
Township:	Crocker

POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

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

FISCAL NOTE: No cost to the County

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# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 28-16 approving the Preliminary Plat of Camden Country Estates, a major preliminary subdivision plat

**Agenda Date:** March 15, 2016

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

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

**Board/Commission Actions:** The Polk County Zoning Commission met on January 25, 2016, and voted five (5) for, zero (0) against with two (2) absent to recommend approval of the Preliminary Plat of Camden Country Estates.

**Action Requested (Recommended):** Approval of the Preliminary Plat of Camden Country Estates.

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

**Background:** The Plat proposes 34 lots on approximately 30.40 acres of land zoned "MDR" Medium Density Residential District and is located in Section 29 of Crocker Township in unincorporated Polk County, IA. The site is currently undeveloped farm ground, and is located at the northeast corner of NW 35<sup>th</sup> Street (Hwy 415) and NW 84<sup>th</sup> Avenue.

**Action Impact:** Approval of the Preliminary Plat allows the applicant to move forward with construction of the new roads and utilities. Upon their completion and approval, the final plat will come before the Board for approval prior to recording.

**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
15/16	N	N	N	N		

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

# CAMDEN COUNTRY ESTATES

## Preliminary Plat

**PLAT INFORMATION:** This subdivision plat proposes 34 lots on 30.40 acres of land zoned "MDR" Medium Density Residential District.

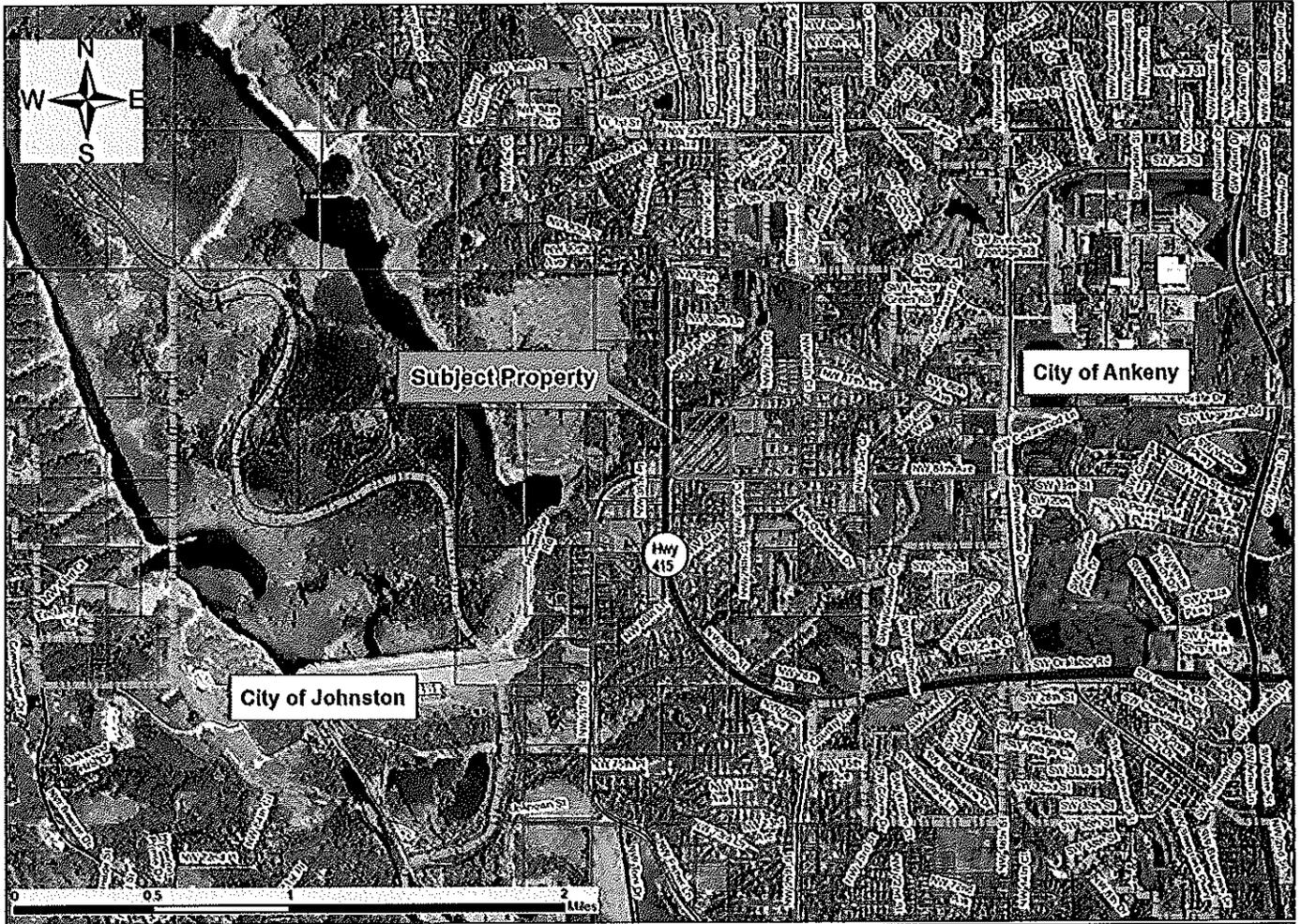
**SEWER:** Individual septic systems

**WATER:** Des Moines Water Works

**TOWNSHIP:** Crocker

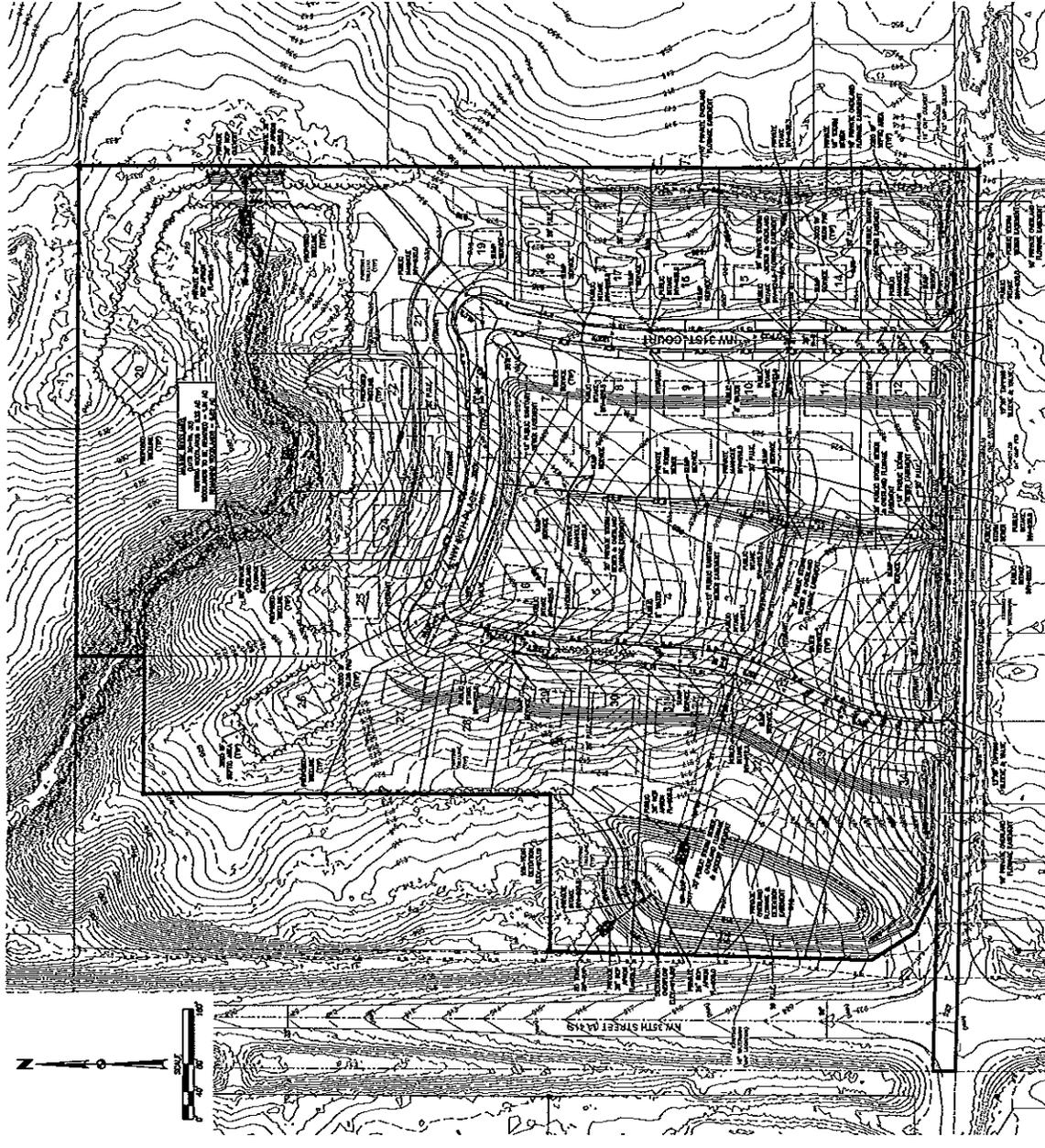
**OWNER/DEVELOPER:** Strahan Construction, Inc.

### Vicinity Map:

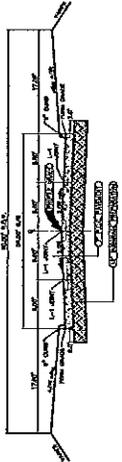


# CAMDEN COUNTRY ESTATES

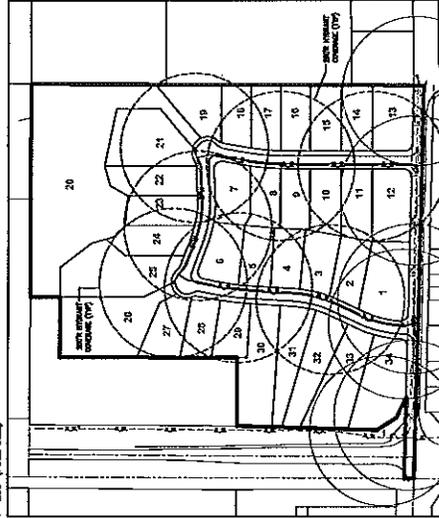
PRELIMINARY PLAT (SHEET 2 OF 2)



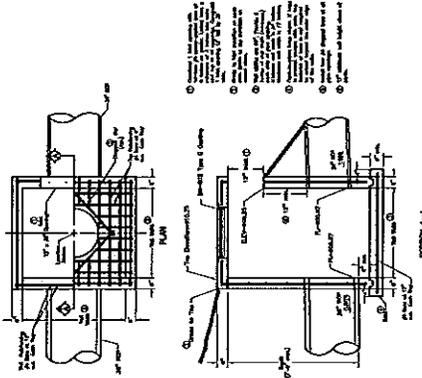
TYPICAL SECTION - 26' P.C.C. ROADWAY WITH 60' ROW  
NOT TO SCALE



HYDRANT COVERAGE PLAN  
1"=500' (FULL SIZE)



DETENTION BASIN OUTLET DETAIL  
NOT TO SCALE





RESOLUTION

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

WHEREAS, the owners of land located in Section 7, Township 80 North, Range 22 West of the 5<sup>th</sup> P.M. (Franklin Township), Polk County, Iowa, wish to subdivide and plat their land into a major preliminary subdivision plat known as Rolling Woods Plat 3; and

WHEREAS, the major preliminary subdivision plat proposes one (1) residential lot on 24.46 acres of land, and one (1) outlot on 26.95 acres of land; and

WHEREAS, the owners have complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa, except the subdivision ordinance requirement that access must not be located on a temporary turnaround on a dead end street; and

WHEREAS, the owner/developer requests the following waiver from the subdivision ordinance requirements: 1) Waiver of the requirement that access must not be located on a temporary turnaround on a dead end street; and

WHEREAS, the Polk County Zoning Commission on January 25, 2016, recommended approval of the preliminary subdivision plat to the Board of Supervisors by a unanimous vote with two members absent.

NOW, THEREFORE, BE IT RESOLVED that the major preliminary subdivision plat of Rolling Woods Plat 3 is hereby approved.

Sewer Service:	On-site wastewater treatment systems
Water Service:	Des Moines Water Works
Zoning:	"ER" - Estate Residential District
Platted by:	Bill Elson (owner/developer)
Engineer:	Abaci Consulting, Inc
Location:	Adjacent to the south of Woodland Lake Estates subdivision, being east of NE 72 <sup>nd</sup> Street
Township:	Franklin

POLK COUNTY BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairperson

RECOMMENDED FOR APPROVAL:

Robert Rice  
Robert Rice, Director  
Polk County Public Works

FISCAL NOTE: No cost to the County

#12

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution No. 29-16 approving the Preliminary Plat of Rolling Woods Plat 3, a major preliminary subdivision plat

**Agenda Date:** March 15, 2016

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

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

**Board/Commission Actions:** The Polk County Zoning Commission met on January 25, 2016, and voted five (5) for, zero (0) against with two (2) absent to recommend approval of the Preliminary Plat of Rolling Woods Plat 3.

**Action Requested (Recommended):** Approval of the Preliminary Plat of Rolling Woods Plat 3.

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

**Background:** The original Rolling Woods subdivision contained 12 residential development lots and a 51.40 acre outlot reserved as open space located in Section 7 of Franklin Township in unincorporated Polk County, IA. Plat 3 would re-plat the outlot into a new 24.46 Lot 1 and a new 26.95 acre Outlot Y. Outlot Y continues to function as the required open space for the original 12 lots, while Lot 1 creates a new single-family development.

**Action Impact:** Approval of the Preliminary Plat allows the applicant to move forward with the submittal of a final plat. Following staff's review the final plat will come before the Board for approval prior to recording.

**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
15/16	N	N	N	N		

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





R E S O L U T I O N

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

WHEREAS, assuring a competent public and personal health care workforce is one of the ten essential public health functions; and

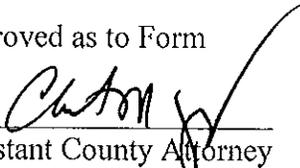
WHEREAS, Polk County, through the Health Department, has the knowledge and expertise to provide learning experiences for students enrolled in the University of St. Francis Cecily and John Leach College of Nursing

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Health/Board of Supervisors approves the agreement with University of St. Francis Cecily and John Leach College of Nursing and authorizes the Director of Public Health to sign the contract.

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

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

Approved as to Form

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

Fiscal Note: None

# 13

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Agreement with University of St. Francis Cecily and John Leach College of Nursing for provision of learning experiences

**Agenda Date:** March 15, 2016

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

**Previous Action taken by the Board:**

**Board/Commission Actions:** None

**Action Requested (Recommended):** Approval

**Comply with Policy:** Providing a competent public and personal health care workforce is one of the ten essential public health functions.

**Background:** Over the years, the Polk County Health Department has provided opportunities for students from many educational institutions enrolled in public health and allied health fields to obtain practical training to further their educational goals.

**Action Impact:** University of St. Francis Cecily and John Leach College of Nursing students will gain knowledge and experience that will enhance their future professional careers.

**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

**RESOLUTION**

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

That the following Resolution be adopted:

WHEREAS, the Polk County Board of Supervisors adopted a Tuberculosis Control Plan Policy by resolution dated 11/1/11, and

WHEREAS, the resolution stated that Human Resources would periodically review the policy and recommend revisions based on content and procedures, and

WHEREAS, the Human Resources Department, Risk Management and the Public Health Department have reviewed the policy and are recommending changes to clarify procedures and requirements for return to work, and

WHEREAS, Human Resources recommends covering any co-pays or out of pocket expense for required testing/evaluation by the employee's primary care provider not covered by the employee's insurance plan, and

WHEREAS, a copy of the revised policy is attached.

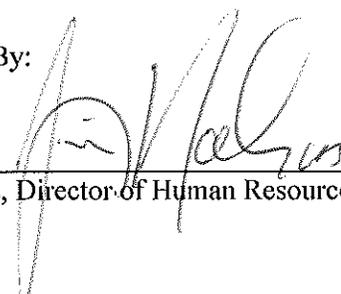
NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby approves the attached revised policy and directs the Director of Human Resources to take the necessary steps to implement this resolution.

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

POLK COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Chairperson

Submitted By:

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

#14

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Tuberculosis Control Plan Policy Update

**Agenda Date:** 03/15/16

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

**Previous Action taken by the Board:** Adoption of Tuberculosis Control Plan Policy by resolution dated 11/1/11.

**Action Requested (Recommended):** Approval of revised policy language.

**Comply with Policy:**

**Background:** Human Resources has reviewed the Tuberculosis Control Plan and has recommended changes to clarify procedures, requirements for returning to work, and coverage for employee out of pocket costs for testing and evaluation by a primary care provider. The changes were also reviewed by the Health Department and Risk Management.

**Action Impact:** Revised language clarifying procedures and requirements to return to work; adds coverage for employee out of pocket costs for testing/evaluation by their primary care provider not covered by health insurance.

**Fiscal Note:** No significant costs are associated with this action.

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
15/16			0				
16/17			0				

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

**RESOLUTION**

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

that the following Resolution be adopted:

**WHEREAS**, the ALS Association Iowa Chapter is leading the fight to treat ALS through global research and nationwide advocacy while also empowering people with Lou Gehrig's Disease to live fuller lives by providing them with compassionate care and support; and,

**WHEREAS**, the ALS Association Iowa Chapter offers support services to individuals living with ALS and their families that are impacted by ALS. The services include but are not limited to home visits, information and referral services, patient and family support groups and educational trainings for healthcare providers and community groups; and,

**WHEREAS**, the ALS Association Iowa Chapter will be hosting a "Walk to Defeat ALS" on October 8, 2016 and have requested Polk County to participate as a presenting sponsor. Board members or employees who attend the walk will make their own donations; and,

**WHEREAS**, this event will raise funds and awareness to support ALS advocacy, education, research and programs; and,

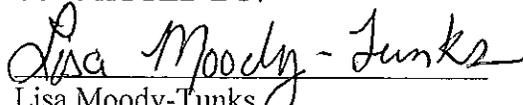
**WHEREAS**, the Polk County Board of Supervisors desires to support ALS Association Iowa Chapter by participating as a Presenting Sponsor for the "Walk to Defeat ALS" on October 8, 2016; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Polk County Board of Supervisors hereby approves a grant in the amount of \$30,000.00 to the ALS Association Iowa Chapter and authorizes the Chair to sign the attached agreement.

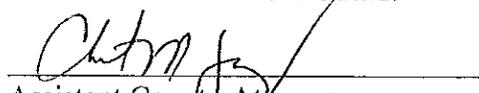
**POLK COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Chairperson

**SUBMITTED BY:**

  
\_\_\_\_\_  
Lisa Moody-Tunks  
Grant Administrator

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Assistant County Attorney  
FY15/16

Fiscal Impact \$30,000.00 from Community Development Funds

#15

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving a Community Development Grant to the ALS Association Iowa Chapter.

**Agenda Date:** March 15, 2016

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

**Previous Action taken by the Board:** Community Development Grant Award- June 16, 2015 \$30,000.00.

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

**Action Requested (Recommended):** Approves a \$30,000.00 Community Development Grant to the ALS Association, Iowa Chapter.

**Comply with Policy:** Yes

**Background:** The ALS Association Iowa Chapter is leading the fight to treat and cure ALS through global research and nationwide advocacy while also empowering people with Lou Gehrig's Disease and their families to live fuller lives by providing them with compassionate care and support.

The ALS Association Iowa Chapter is requesting a Polk County Community Development funding to assist with the "Walk to Defeat ALS." Polk County funds are requested for out of pocket expenses such as, but not limited to promotional materials, equipment, staging and contracting services for security at the "Walk to Defeat ALS." The event will take place on October 8, 2016 and will be held at Principal Park.

**Action Impact:** Passing of the resolution approves \$30,000.00 of Community Development funds to be awarded to The ALS Association Iowa Chapter.

**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	\$30,000.00			40109032.79410	

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

**RESOLUTION**

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

that the following Resolution be adopted:

**WHEREAS**, Link Associates Foundation offers services to individuals with intellectual disabilities. A full continuum of services are provided, individually tailored to meet the needs of the each consumer; and,

**WHEREAS**, Link Associates Foundation is requesting a Community Development Grant to assist with a renovation project which will include the installation of ADA accessible exterior walkways, removal of trees, and construction of a new green space for the consumers using Link Associates services; and,

**WHEREAS**, the renovation project will assist Link Associates Foundation with providing necessary services to vulnerable citizens with a dignified, safe and efficient location; and,

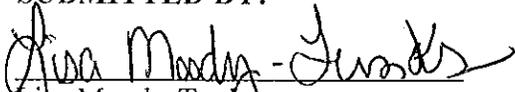
**WHEREAS**, it is the desire of the Polk County Board of Supervisors to approve a grant in the amount of \$100,000.00 in support of the renovation project that will provide ADA accessibility to Link and Associates consumers; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Polk County Board of Supervisors hereby approves a Community Development Grant to Link Associates Foundation in the amount of \$100,000.00 toward the material and construction costs related to their renovation project.

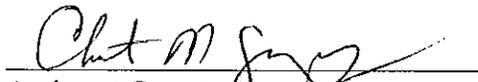
**POLK COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Chairperson

**SUBMITTED BY:**

  
\_\_\_\_\_  
Lisa Moody-Tunks  
Grant Administrator

**APPROVED AS TO FORM:**

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

#16

# POLK COUNTY BOARD OF SUPERVISORS

## Tuesday Agenda Memorandum

**Item Type & Title:** Resolution approving a Community Development Grant to Link Associates Foundation.

**Agenda Date:** March 15, 2016

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

**Previous Action taken by the Board:** Community Development Grant Award - October 27, 2009  
 \$500,000.00.

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

**Action Requested (Recommended):** Award a \$100,000.00 grant to Link Associates Foundation for a renovation project which will include ADA accessibility to their consumers.

**Comply with Policy:** Yes

**Background:** Link Associates Foundation is requesting a Community Development Grant to assist with a renovation project which will include: ADA accessible exterior walkways and entrance to the Link General Store, removal of trees and construction of a new green space.

**Action Impact:** The passage of this resolution will award \$100,000.00, of Community Development funds to be awarded to Link Associates Foundation 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
15/16	N	\$100,000.00			40109032.79410	

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

In the Matter of the Condemnation  
of Certain Rights in Land by the  
Iowa Department of Transportation  
for the Improvement of

Primary Road No. IA 141  
In the City of Grimes  
located in Polk County, Iowa

**NOTICE OF APPRAISEMENT  
OF DAMAGES AND TIME  
FOR APPEAL**

Project No. NHSN-141-7(43)--2R-77 Group "A"

Parcel No. 6

	Land and Improvements	Consequential Damages	Condemnee's Total Award	Condemnee's Attorney Fees and Costs
Hunter Farms	\$ _____	\$ _____	\$ <u>10,000</u>	\$ _____
Polk County Auditor	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
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_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____

**NOTE: If Owner-Occupied Dwelling is acquired:**

Value of Condemnees' Dwelling: \$ \_\_\_\_\_

Value of Land and Improvements  
other than Condemnees' Dwelling: \$ \_\_\_\_\_

You and each of you are hereby notified that on the 2<sup>nd</sup> day of March, 2016, the duly-appointed and qualified commissioners assessed and appraised the damages sustained by reason of the condemnation as set out above, and that pursuant to the Code of Iowa, you may, within (30) days from the date of mailing this Notice, appeal to the District Court as by law provided. If no appeal is filed, you may pick up the award warrant on deposit with the Sheriff. In the event an appeal is filed, it will be necessary for the court to order any disbursement of funds.

Signed this 2<sup>nd</sup> day of March, 2016.

*Bill McCarthy*  
\_\_\_\_\_  
Bill McCarthy  
Sheriff of Polk County, Iowa

RECEIVED  
#17  
16 MAR - 7 PM 2:42  
POLK CO. AUDITOR  
JAMIE FITZGERALD



city of  
**Ankeny**

*bringing it all together*

March 9, 2016

Chairperson  
Polk County Board of Supervisors  
Polk County Administration Bldg  
111 Court Avenue  
Des Moines, IA 50309

RE: Annexation of certain parcels of real estate owned by Eugene J. Schmitt and Gerri R. Beeler-Schmitt

Dear Sirs:

Please find enclosed a copy of the recorded Resolution 2016-019 with attached map, authorizing the annexation of land as described in the body of the Resolution.

If you need any additional information or have any questions, please do not hesitate to contact either myself or Planning and Building Director Eric Jensen at 963-3547.

Sincerely,

CITY OF ANKENY

Debra M. Arend  
Deputy City Clerk

DA/dk

Enclosures



#18