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.

5. **PUBLIC COMMENTS**

**ORDINANCE**
(THIRD READING)

6. Ordinance approving Zoning Map Amendment from General Commercial District to Light Industrial District for properties located at 5582, 5554, 5546, 5500 and 5496 NE 14th Street Saylor Township (LMO Investments, LLC).

**PERMITS**


8. Renewal application for Class “C” Liquor License for Karma, 4995 Merle Hay Road.

**RESOLUTIONS**


*12. Resolution approving commissioning service agreement with System Works LLC for the Sheriff’s Administration/Law Enforcement Facility project.

13. Resolution rescinding the grant to Rock in Prevention, Inc.

**BUDGET ACTIONS**


**APPOINTMENTS**

15. Memorandum of Appointments.

**ADJOURNMENT**

*Asterisk denotes attachments to items are on file in the Auditor’s Office, 111 Court Avenue, Des Moines, 515-286-3080 Monday through Friday, 8:00 a.m. – 5:00 p.m.
For the full text of Resolutions, visit our website at: https://www.polkcountyiowa.gov/auditor/administration/*
ORDINANCE NO.

WHEREAS, on August 28, 2007, the Polk County Board of Supervisors adopted the Zoning Ordinance and Map for the unincorporated territory of Polk County, Iowa; and

WHEREAS, the petitioners, LMO Investments, LLC represented by Bret Nehring, with consent from additional property owners Larry L. Wurst, Swanwood Apartments, LLC, John M. Huot 2013 Revocable Trust, and Karen Celayne Huot 2013 Revocable Trust, are requesting a Zoning Map Amendment from the "GC" General Commercial District to the "LI" Light Industrial District for the subject properties addressed as 5582, 5554, 5546, 5500 and 5496 NE 14th Street, Des Moines, totaling approximately 21.11 acres located on the west side of NE 14th Street (Hwy 69), lying north of NE 54th Avenue and south of NE 58th Avenue, all within Section 11 of Township 79 North, Range 24 West of the 5th P.M. (Saylor Township); and

WHEREAS, a Zoning Map Amendment was reviewed and heard by the Polk County Zoning Commission on Monday, August 26, 2019 at 7:00 P.M., at the meeting room of the Polk County Public Works Department, Planning Division, 5885 N.E. 14th Street, Des Moines, Iowa, due and timely notice published as provided by law; and

WHEREAS, the Polk County Zoning Commission, after hearing the evidence both in favor and opposed to the Zoning Map Amendment, voted three (3) in favor, three (3) against, with one (1) member absent to recommend approval to the Polk County Board of Supervisors that the Zoning Map Amendment from the "GC" General Commercial District to the "LI" Light Industrial District with conditions be approved. The motion did not pass due to a failure of a majority vote based on the membership of the Zoning Commission, and therefore effectively results in no recommendation; and

WHEREAS, the Zoning Map Amendment was heard by the Polk County Board of Supervisors on Tuesday, October 1, 2019 at 9:30 A.M., in Room 120 of the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa, due and timely notice published as provided by law.

NOW, THEREFORE, BE IT ORDAINED that the Zoning Map Amendment (Attachment A) from the "GC" General Commercial District to the "LI" Light Industrial District, with conditions, for the 21.11-acre rezoning area and subject properties, legally described as follows:

LOTS 1 AND 2 OF SAYDEL COMMERCIAL PLAT 1, AN OFFICIAL PLAT IN POLK COUNTY, IOWA; AND -EX BEG NW COR LT 1 FREEMANS PLACE THN N 165.3F
BE APPROVED.

The following conditions of rezoning shall apply, as agreed to in writing by the property owners:

1. Prior to site plan submittal for development or redevelopement of any property covered under this application, the outstanding zoning violations shall be corrected for the properties located at 5554/5582 NE 14th Street and 5496 NE 14th Street. Specifically, these properties have illegally expanded to include vehicle parking/storage not on paved surfaces. Corrective action will require removal or relocation of these vehicles, and/or approval of an engineered site plan and construction of additional site improvements.

2. At time of redevelopment triggering an engineered site plan for any specific property, all non-conforming uses and structures shall be discontinued and removed from that property, or converted to a permitted use. Specifically, the property at 5546 NE 14th Street contains a non-conforming residential dwelling and accessory buildings. The property at 5500 contains non-conforming commercial apartments. Any structure(s) with non-conforming setbacks may remain if converted to a permitted use and updated to comply with Building Codes.

3. Redevelopment of any property requires a Heavy Landscape Buffer be installed along the western property line to provide maximum screening from Saydel High School. The property at 5496 NE 14th Street shall also install a Heavy Landscape Buffer along its southern property line adjacent to all residential and institutional uses at time of redevelopment.

4. Future redevelopment of 5582 NE 14th Street requires a tree mitigation plan as part of the development site plan to provide the required onsite mitigation for the woodlands already removed from the property. If a development site plan is not submitted within three (3) months of final approval of this rezoning, the tree mitigation plan shall be separately submitted and the onsite mitigation installed within 30 days following plan approval, weather dependent.

POLK COUNTY, IOWA

Tom Hockensmith, Chairperson
POLK COUNTY BOARD OF SUPERVISORS  
Tuesday Agenda Memorandum

Item Type & Title: Ordinance No. Polk County Zoning Map Amendment from the “GC” General Commercial District to the “LI” Light Industrial District for the rezoning area totaling approximately 21.11 acres and including five (5) subject properties addressed as 5582, 5554, 5546, 5500 and 5496 NE 14th Street, Des Moines, Section 11 of Saylor Township.

Agenda Date: October 1, 2019

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

Previous Action taken by the Board: None

Board/Commission Actions: At their August 26, 2019 meeting the Polk County Zoning Commission voted three (3) in favor, three (3) against, with one (1) member absent regarding a motion to recommend approval of the Polk County Zoning Map Amendment from the “GC” General Commercial District to the “LI” Light Industrial District, with conditions. The lack of a 4-vote majority effectively results in no recommendation.

Action Requested (Recommended): Approval

Comply with Policy: Yes. The proposal is consistent with the goals and policies of the Comprehensive Plan, the surrounding uses, and the changing nature of the NE 14th Street corridor.

Background: The area includes five (5) total properties. The petitioner’s immediate plan is to redevelop the northernmost property located at 5582 NE 14th Street for a construction contracting business. Rezoning the remaining properties will promote their future redevelopment as well. There has been no market demand to redevelop these properties under the current General Commercial zoning. However, the broader range of uses permitted under Light Industrial zoning, namely contractor business and warehousing, are more likely to promote redevelopment.

Action Impact: Approval of Zoning Map Amendment allows for immediate redevelopment of at least one property, and future redevelopment of the remaining properties.

Fiscal Note: None

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<th>Anticipated Expense</th>
<th>Anticipated Revenue</th>
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Attachment A:

Polk County Zoning Map Amendment
(Map – Existing Zoning)

General Location:
5582, 5554, 5546, 5500 and 5496 NE 14th Street; West side of NE 14th Street (Hwy 69) lying north of NE 54th Avenue and south of NE 58th Avenue.

Legal Description:
Approximately 21.11 acres, being LOTS 1 AND 2 OF SAYDEL COMMERCIAL PLAT 1, AN OFFICIAL PLAT IN POLK COUNTY, IOWA; AND - EX BEG NW COR LT 1 FREEMANS PLACE THN N 165.3F E 349.22F S 165.75F W 348.84 TO POB- N 5A S 30A SE ¼ SE ¼ LESS RD SEC 11-79-24; AND - EX BEG SW COR LT A THN N 165.36F TO NW COR LT 1 THN E 399.83F TO NE COR LT 3 THN S 165.47F W 399.80F TO POB- LTS 1 THRU 10 & LOT A FREEMANS PLACE; AND N 5A S 20A SE ¼ SE ¼ LESS 0.19A RD SEC 11-79-24

Existing Zoning:
“GC” General Commercial District

Proposed Zoning:
“LI” Light Industrial District, with conditions
License Application (LE0002691)

Name of Applicant: Casey's Marketing Company
Name of Business (DBA): Casey's General Store #2683
Address of Premises: 6301 SE 116th St
City: Runnells  County: Polk  Zip: 50237
Business: (515) 966-2065
Mailing: PO Box 3001
City: Ankeny  State: IA  Zip: 50021

Contact Person
Name: JESSICA FISHER, Store Operations
Phone: (515) 446-6404  Email: JESSICA.FISHER@caseys.com

Classification: Class E Liquor License (LE)
Term: 12 months
Effective Date: 01/05/2019
Expiration Date: 01/04/2020
Privileges:
- Class B Wine Permit
- Class E Liquor License (LE)

Status of Business
Business Type: Publicly Traded Corporation
Corporate ID Number: XXXXXXXX  Federal Employer ID: XXXXXXXX

Ownership
42-0935283 Casey's General Stores, Inc.
First Name: 42-0935283  Last Name: Casey's General Stores, Inc.
City: Ankeny  State: Iowa  Zip: 50021
Position: Owner
% of Ownership: 100.00%  U.S. Citizen: Yes
Michael Richardson
First Name: Michael  Last Name: Richardson
City: Pleasant Hill  State: Iowa  Zip: 50327
Position: President
% of Ownership: 0.00%  U.S. Citizen: Yes
Julia L. Jackowski
First Name: Julia L.  Last Name: Jackowski
City: Urbandale  State: Iowa  Zip: 50322
Position: Secretary
% of Ownership: 0.00%  U.S. Citizen: Yes
James R. Pistillo
First Name: James R.  Last Name: Pistillo
City: Urbandale  State: Iowa  Zip: 50323
Position: Treasurer
% of Ownership: 0.00%  U.S. Citizen: Yes

JOHN SOUPENE
First Name: JOHN  Last Name: SOUPENE
City: ANKENY  State: Iowa  Zip: 50023
Position: VICE-PRESIDENT
% of Ownership: 0.00%  U.S. Citizen: Yes

Insurance Company Information

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License Application (LC0043828)

Name of Applicant: AMKR, LLC.
Name of Business (DBA): Karma
Address of Premises: 4895 Merle Hay Rd
City: Des Moines
County: Polk
Zip: 50233
Business Phone: (515) 779-9770
Mailing Address: 4995 Merle Hay Rd
City: Des Moines
State: IA
Zip: 50233

Contact Person
Name: Jose Aquino
Phone: (515) 779-9770
Email: djkino@netzero.com

Classification: Class C Liquor License (LC) (Commercial)
Term: 12 months
Effective Date: 09/20/2019
Expiration Date: 09/19/2020
Privileges:
Class C Liquor License (LC) (Commercial)

Status of Business
Business Type: Limited Liability Company
Corporate ID Number: XXXXXXXXX
Federal Employer ID: XXXXXXXXX

Ownership
Jose Aquino
First Name: Jose
Last Name: Aquino
City: Des Moines
State: Iowa
Zip: 50316
Position: owner
% of Ownership: 100.00%
U.S. Citizen: Yes

Insurance Company Information
Insurance Company: Specialty Risk of America
Policy Effective Date: 09/20/2019
Policy Expiration: 09/20/2020
Bond Effective: Dram Cancel Date:
Outdoor Service Effective: Outdoor Service Expiration
Temp Transfer Effective: Temp Transfer Expiration Date:
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, Iowa does hereby approve the attached Memorandum of Service Approval and authorize the necessary expenditures from the Polk County MHDS Services Fund and the General Basic Fund for these individuals.

Approved this _____ day of _________________, 2019.

POLK COUNTY, IOWA

By________________________________
Chairperson,
Tom Hockensmith

Log #387

SUBMITTED BY:
POLK COUNTY HEALTH SERVICES, INC.

Annie Uetz, Program Planner

Fiscal Impact $13,034.44 from the MHDS Services Fund and the General Basic Fund.
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 and General Basic Fund.

Agenda Date: 10/15/2019

Contact Individual: Annie Uetz, Program Planner

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 summary outlines the services and the proposed costs that were reviewed and approved by the Service Appeal Board.

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Additional Fiscal Note Information (optional):
**MEMORANDUM OF MH/MR/DD SERVICE APPROVAL**
**POLK COUNTY SERVICE APPEAL BOARD**

*Wednesday, October 9, 2019*

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**SUBMITTED BY:**

[Signature]

Annie Uetz, Program Planner
RESOLUTION

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

WHEREAS, the owners of land located in Section 18, Township 79 North, Range 23 West of the 5th P.M. (Delaware Township), Polk County, Iowa, wish to subdivide and plat their land into a major subdivision final plat known as Berwick Heights Plat 2; and
WHEREAS, the major subdivision final plat proposes two (2) commercial / industrial lots on approximately 11.82 acres of land; and
WHEREAS, the owner has complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa; and
WHEREAS, the Polk County Board of Supervisors voted unanimously, with one (1) member absent, to approve the major subdivision preliminary plat of Berwick Heights Plat 2 on March 12, 2019; and
WHEREAS, the Polk County Public Works Department has reviewed the major subdivision final plat and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED that Polk County, Iowa approves the major subdivision final plat of Berwick Heights Plat 2 and authorizes the Chairperson of the Polk County Board of Supervisors to sign the Resolution.

Sewer Service: Individual Septic Systems
Water Service: Des Moines Water Works
Zoning: "HI" Heavy Industrial District
Platted by: Roadway Express, Inc. (owner) & JHTK, Tom Knapp (Developer)
Location: 5337 NE 22nd Street; southeast corner of NE 22nd Street and NE 54th Avenue
Township: Delaware

POLK COUNTY, IOWA

Chairperson

RECOMMENDED FOR APPROVAL:

Robert Rice, Director
Polk County Public Works

FISCAL NOTE: No cost to the County
POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 183-19 approving the Final Plat of Berwick Heights Plat 2.

Agenda Date: October 15, 2019

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

Previous Action taken by the Board: On March 12, 2019 the Board of Supervisors unanimously approved the preliminary plat of Berwick Heights Plat 2, with one (1) member absent.

Board/Commission Actions: None

Action Requested (Recommended): Approval

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

Background: The Plat proposes two (2) commercial / industrial lots on approximately 11.82 acres of land zoned “HI” Heavy Industrial District. There is an existing trucking and warehouse business located on the property addressed as 5337 NE 22nd Street. Lot 1 will contain this existing business, and Lot 2 will be available for future development. Sanitary needs will be met by onsite septic systems, and water is provided by Des Moines Water Works. The developer is required to extend an existing water main to serve proposed Lot 2. In lieu of completing this improvement prior to final plat approval, the developer has entered into an Agreement with the County and provided surety in the form of deposited funds in a County escrow account. The funds will be returned to the developer once the improvement is completed, or may be used to complete the improvement in the case of default.

Action Impact: Approval of the Final Plat allows for its recording and future deed transfers.

Fiscal Note: None

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<th>Fiscal Year</th>
<th>Budgeted? (Y/N)</th>
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Additional Fiscal Note Information (optional): None
Berwick Heights Plat 2
Major Final Plat

PLAT INFORMATION: This subdivision plat proposes two (2) commercial/industrial lots on 11.82 acres of land zoned "HI" Heavy Industrial District.

SEWER: Individual septic systems

TOWNSHIP: Delaware

WATER: Des Moines Water Works

OWNER/DEVELOPER: Roadway Express Inc. (owner) / JHTK, Tom Knapp (prospective buyer / developer)

Vicinity Map:
RESOLUTION

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

WHEREAS, the owners of land located in Section 20, Township 80 North, Range 25 West of the 5th P.M. (Jefferson Township), Polk County, Iowa, wish to subdivide and plat their land into a major final subdivision plat known as Brooke Field Estates Northwest Plat 1; and

WHEREAS, the major final subdivision plat proposes 14 residential lots, three (3) outlots and (2) street lots on 17.32 acres of land; and

WHEREAS, the owner has complied with all codes and ordinances for the unincorporated territory of Polk County, Iowa, except the subdivision ordinance requirement for the maximum length of a cul-de-sac street; and

WHEREAS, the owner/developer requests the following waiver from the subdivision ordinance requirements: 1) Waiver from the maximum cul-de-sac length; and

WHEREAS, the Polk County Board of Supervisors on June 26, 2018 voted five (5) to zero (0), to approve the major subdivision preliminary plat of Brooke Field Estates Northwest Plat 1; and

WHEREAS, the Polk County Public Works Department has reviewed the major subdivision final plat and recommends that it be approved with the above noted waiver from the subdivision ordinance; and

WHEREAS, the new subdivision road right-of-ways, Lot ‘A’ (NW Brookefield Court) and Lot ‘B’ (NW Cedar Valley Drive) are proposed to be dedicated and deeded to Polk County for roadway purposes once all subdivision roadway construction improvement are completed and approved; and

WHEREAS, the Polk County Public Works Department inspected said construction under the Subdivision Inspection Agreement with Brookefield Enterprises, LLC, with said agreement stating that Polk County will accept the proposed roadway, storm sewer and associated appurtenances upon satisfactory completion of construction and upon receiving all required documentation; and

WHEREAS, the Polk County Public Works Department has conducted a traffic and engineering investigation and recommends that the following traffic control conditions be established on roadways within the Brooke Field Estates Northwest Plat 1 subdivision:

1) A”25 mph” speed limit on NW Brookefield Court and on NW Cedar Valley Drive; and,

2) A “STOP” condition be placed on NW Brookefield Court at the intersection with NW Cedar Valley Drive and on NW Cedar Valley Drive at the intersection with NW Timberridge Lane; and

3) A “NO PARKING” condition be established on the north side of NW Cedar Valley Drive and the north side and cul-de-sac of NW Brookefield Court; and

4) A “NO PARKING DURING SNOW REMOVAL” condition be established on the south side of NW Brookefield Court and NW Cedar Valley Drive.

NOW, THEREFORE, BE IT RESOLVED that the major subdivision final plat of Brooke Field Estates Northwest Plat 1, is hereby approved.
Sewer Service: On-site Wastewater Treatment Systems
Water Service: Xenia Rural Water District
Zoning: "RR" Rural Residential District
Platted by: Brookefield Enterprises, LLC (developer and property owner)
Engineer: Civil Engineering Consultants, Inc.
Location: West of NW 114th Street and North of NW Oaktree Drive
Township: Jefferson

BE IT FURTHER RESOLVED that Polk County, Iowa authorizes the Chairperson of the Polk County Board of Supervisors to approve the following:

1) Accept the new roadways shown as Lot ‘A’ (NW Brookefield Court) and Lot ‘B’ (NW Cedar Valley Drive) of the new interior subdivision roadways of Brooke Field Estates Northwest Plat 1 into the Polk County Secondary Roads System; and
2) Accept the warranty deed for said streets (Lot ‘A’ and Lot ‘B’) and authorize the Polk County Public Works Department to have the same recorded; and
3) Accept the 4-year maintenance bonds provided for the roadway and storm sewer improvements constructed as part of the Brooke Field Estates Northwest Plat 1 effective as of the date of this acceptance; and
4) Authorize the Polk County Public Works Department to initiate snow removal and maintenance services on said streets; and
5) Establish a "25 M.P.H." speed limit on NW Brookefield Court and on NW Cedar Valley Drive; and
6) Establish a “NO PARKING” condition on the north side of NW Cedar Valley Drive and the north side and cul-de-sac of NW Brookefield Court; and
7) Establish a “NO PARKING DURING SNOW REMOVAL” condition on the south side of NW Brookefield Court and NW Cedar Valley Drive.
8) Establish a "STOP" condition on NW Brookefield Court at the intersection with NW Cedar Valley Drive and on NW Cedar Valley Drive at the intersection with NW Timberridge Lane; and
9) Terminate the Brooke Field Estates Northwest Plat 1 Subdivision Inspection Agreement.

POLK COUNTY, IOWA:

__________________________________________
Chairperson

RECOMMENDED FOR APPROVAL:

[Signature]
Robert Rice, Director
Polk County Public Works

FISCAL NOTE: No cost to the County
POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Resolution No. 182-19 approving Brooke Field Estates Northwest Plat 1, a major subdivision final plat.

Agenda Date: October 15, 2019

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

Previous Action taken by the Board: None

Board/Commission Actions: On June 26, 2018 the Polk County Board of Supervisors voted five (5) to zero (0), to approve the Preliminary Plat of Brooke Field Estates Northwest Plat 1. The approval also included the following waiver from the subdivision ordinance requirements: 1) Waiver from the maximum cul-de-sac length.

Action Requested (Recommended): Approval of the major subdivision final plat of Brooke Field Estates Northwest Plat 1 with the above noted waiver from the subdivision ordinance.

Comply with Policy: This major subdivision final plat complies with all of the zoning and subdivision ordinance regulations except for the above requested subdivision ordinance waiver.

Background: This major final subdivision plat proposes 14 residential lots, three (3) outlots and two (2) street lots on 17.32 acres of land zoned “RR” Rural Residential District. The public streets and public infrastructure have been constructed and approved.

Action Impact: Approval of the final plat allows for recording.

Fiscal Note: None

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<th>Fiscal Year</th>
<th>Budgeted?</th>
<th>Anticipated Expense</th>
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Additional Fiscal Note Information (optional): None
Brooke Field Estates Northwest Plat 1
Major Final Plat

PLAT INFORMATION: This subdivision plat proposes 14 single-family residential lots, three (3) outlots and two (2) street lots on 17.32 acres zoned “RR” Rural Residential District. The subject property is located directly west and north of 11465 NW Timberridge Lane, Geoparcel 8025.29.226.008 and 8025.20.400.010.

SEWER: On-site wastewater treatment systems       WATER: Xenia Rural Water District

PROPERTY OWNER & DEVELOPER: Brookefield Enterprises, LLC

TOWNSHIP: Jefferson

Vicinity Map:
RESOLUTION

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

WHEREAS, the Polk County Board of Supervisors authorized the design and development
of a Sheriff's Administration/Law Enforcement Facility; and

WHEREAS, it is essential, public facilities have safe, healthy, efficient and sustainable
building systems and environment; and

WHEREAS, engaging an independent firm to commission the building systems provides a
quality assurance process that includes documentation, adjusting, testing verification and training;
and

WHEREAS, System Works LLC of West Des Moines, Iowa has a record of successfully
commissioning facilities, including the Courts master plan facilities, ensuring a safe and efficient
environment for the public and employees using these facilities.

NOW, THEREFORE, BE IT RESOLVED, that Polk County, Iowa approves the
commissioning service agreement with System Works, LLC for the Sheriff's Administration/Law
Enforcement Facility project and authorizes the Chairperson of the Polk County Board of
Supervisors to sign said Agreement.

Approved this ____ day of ________________, 2019.

POLK COUNTY, IOWA

______________________________
Chairperson,
Tom Hockensmith

19/20 – 006

SUBMITTED BY:

______________________________
John Rowen, Director
Department of General Services

APPROVED BY:

______________________________
Assistant County Attorney

FISCAL NOTE: $94,780 from Sheriff Administration/Law Enforcement Facility project.
POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

**Item Type & Title:** Commissioning service agreement with System Works, LLC for the Sheriff's Administration/Law Enforcement Facility project.

**Agenda Date:** October 15, 2019

**Contact Individual:** John Rowen, Director of General Services, 286-3131

**Previous Action taken by the Board:** Approved Administration/Law Enforcement Facility project 2/25/19

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

**Action Requested (Recommended):** Approval

**Comply with Policy:** N/A

**Background:** Polk County Board of Supervisors authorized the design and development of a Sheriff's Administration/Law Enforcement Facility. Engaging an independent firm to commission the building systems provides a quality assurance process that includes documentation, adjusting, testing verification and training.

**Action Impact:**

**Fiscal Note:**

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

MOVED by ______________________  SECONDED by ______________________  that

the following Resolution be adopted:

WHEREAS, A resolution was approved at the Polk County, Iowa Board of Supervisors meeting on October 8 to award a grant of $150,000 to Rock In Prevention, Inc; and,

WHEREAS, It is the desire of the Polk County, Iowa staff to rescind the grant to allow for further due diligence of the grant applications.

NOW, THEREFORE BE IT FURTHER RESOLVED that the Polk County, Iowa Board of Supervisors rescinds the $150,000 grant to Rock in Prevention, Inc.

POLK COUNTY

__________________________
Tom Hockensmith, Chair

SUBMITTED BY:

Mark Wandro
Polk County Administrator

APPROVED AS TO FORM:

Assistant County Attorney
POLK COUNTY BOARD OF SUPERVISORS
Tuesday Agenda Memorandum

Item Type & Title: Resolution to rescind the $150,000 grant to Rock in Prevention, Inc.

Agenda Date: October 15, 2019

Contact Individual: Mark Wandro, Polk County Administrator
Board of Supervisors
286-2125

Previous Action taken by the Board: None
Board/Commission Actions: N/A

Action Requested (Recommended):

Comply with Policy: Yes

Background: Polk County, Iowa staff desire to rescind the grant to allow for further due diligence of the grant applications.

Action Impact:

Fiscal Note:

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Additional Fiscal Note Information (optional):