

TENTATIVE AGENDA (Revised)
CITY OF POLK CITY | 112 3rd Street, Polk City, Iowa
REGULAR COUNCIL MEETING
November 24, 2014 @ 6:30 p.m.

1. Perfect the Agenda
2. Audience: Items not on the agenda may be discussed at this time
Members of the audience may speak on any agenda item as it is addressed
3. Consent Agenda: Items on the consent agenda are normally items of routine nature that do not require discussion. This process reduces the length of both the agenda and the council meeting
 - A. Approve Council Minutes of November 10, 2014;
 - B. Approve Claims dated November 24, 2014;
 - C. Receive and file Department Head reports for November, 2014;
 - D. Approve 6 month probationary period for Jake Schreier, place into grade step of 11-1 at \$50,287, effective December 1, 2014;
 - E. Acknowledge hiring of Suzanne Lindaman as Youth Services Librarian starting November 13, place into grade step of 6-1 at \$14.70/hr.;
 - F. Appoint Jennifer Ratcliff as Des Moines Area MPO alternate representative;
 - G. Receive and file Planning and Zoning Commission minutes of November 17, 2014.
4. Metropolitan Advisory Council presentation
5. Polk City Development Corporation
 - a. 3rd Quarter Financial reports for 2014; and,
 - b. Request allocation of \$45,000 for 2015 fiscal year budget.
6. Council discussion and evaluation of firms for Comprehensive Plan & possible action
7. 1st reading of Ordinance No. 2014-1900, amending Chapter 65, Stop or Yield Required at 1st and Van Dorn Street
8. 2013 Street Repair Project
 - a. Approve Change Order No. 1 in the amount of \$(34.00);
 - b. Approve Resolution No. 2014-III, accepting project and approving Pay Application No. 3 and, (Sub-Final) in the amount of \$190.00 to TK Concrete Inc.
9. 3rd reading of Ordinance No. 2014-1800, adding the Floodplain Overlay District
10. Approval of Broadway Avenue Access Management Policy
11. Approval of S. 3rd Street Access Management Plan
12. Ken Thornton: Council Liaison Report
13. Attorney's Report
14. Engineer's Report
15. Mayor's Report
16. Public Works and Liaison Report
17. Technology Director Report
 - a. Approval of Mission Statement
 - b. Update on new phone system
18. Library Director and Liaison Report
19. Fire Dept. and Liaison Report
20. Police Dept. and Liaison Report
21. Council Discussion/Action
 - a. Receive and file Summer Rec Committee minutes and recommendations November 17, 2014; and,
 - b. Big Creek Technology Campus sports fields, wetlands and mitigation
22. Adjourn meeting until December 8, 2014

City of Polk City
Regular Council Meeting
November 10, 2014

The City Council for the City of Polk City met in regular session on November 10, 2014, at City Hall in Polk City, Iowa. Present were Robert Mordini, David Dvorak, Jeff Walters, Dan Lane and Ron Anderson. Also present were Administrator Gary Mahannah, Attorney Amy Beattie and Engineering Representative Kathleen Connor. Mayor Pro Tem Walters called the meeting to order at 6:31 p.m.

Motion was made by Anderson to accept the agenda as presented, seconded by Dvorak. Motion was approved unanimously by roll call.

Motion was made by Mordini to approve the Consent Agenda as presented, seconded by Lane. Motion was approved unanimously by roll call.

Mayor Pro Tem Walters declared it was time to close the regular meeting at 6:32 p.m. and open the Public Hearing to approve the City's 2014-2015 budget amendment. Mayor Pro Tem asked the Clerk if any written comments were received for or against the amendment, none were. Staff reported the amendment included major items such as bond proceeds for the WRA surcharge payments pay off, the delay of the Washington Avenue and Booth Street Project, Comprehensive Plan update, special census, speed trailer, hotel/motel tax and grant money. Mayor Pro Tem asked if anyone present wished to be heard for or against the amendment, none did. Motion was made by Lane to close the Public Hearing and reopen the regular meeting at 6:33 p.m., seconded by Dvorak. Motion was approved unanimously by roll call.

Motion was made by Dvorak to approve Resolution No. 2014-107, approving the City's 2014-2015 budget amendment, seconded by Anderson. Motion was approved unanimously by roll call.

Robert Miller, Polk City Arts Council, was present to request the council to approve an Agency Fund Agreement with the Polk City Community Foundation and the Community Foundation of Greater Des Moines for the investment of charitable donors to the Polk City Arts Council. Motion was made by Mordini to approve Resolution No. 2014-106, approving the Agency Fund Agreement, seconded by Walters. Motion was approved unanimously by roll call.

Jason Schlichte, 1950 W. Jester Park Drive, was present to request waiving the hard surface requirement of his driveway due to putting up a pole barn. Mr. Schlichte stated he would not be using the building to park vehicles in. Council's determination was to allow the driveway to stay as is and asked Mr. Schlichte to submit a letter to the City stating he would not be parking any vehicles in the building.

Motion was made by Mordini to approve Resolution No. 2014-109, approving Snyder & Associates invoice for September, 2014, in the amount of \$21,893, seconded by Lane. Roll call was Lane, yes; Anderson, yes; Mordini, yes; Dvorak, yes; and Walters, abstained. Motion declared carried.

Motion was made by Lane to approve Resolution No. 2014-108, accepting the Public Improvements for Wolf Creek Townhomes Plat 8, seconded by Anderson. Motion was approved unanimously by roll call.

Motion was made by Lane to approve Resolution No. 2014-110, approving the Final Plat for Twelve Oaks Plat 2, subject to the resolution requirements, completion of engineer's check list and attorney's approval of legal documents, seconded by Dvorak. Roll call was Dvorak, yes; Walters, yes; Lane, yes; Anderson, yes; and Mordini, abstained. Motion declared carried.

Council reviewed RFP's for updating the City's Comprehensive Plan. Four submittals were received. The council determined they would like to narrow the companies down to three and interview before the next meeting. The three companies were JEO Engineering, Snyder & Associates and MSA Professional Services. Mayor Pro Tem set a special work session on November 24, 2014, at 4:30 pm to start the interviewing process.

Motion was made by Lane to approve the 2nd reading of Ordinance No. 2014-1800, adding the floodplain Overlay District, seconded by Dvorak. Motion was approved unanimously by roll call.

Director Public Works Schulte reported new bleachers were installed at the sports complex and sewer jetting was completed in a portion of the city. He also reported that Public Works employees are monitoring the recycling area on week-ends to cut down on the number of vehicles using the compost facility that do not live within the city limits. Director Schulte was directed to ask Waste Management if they could increase the number of times per week they pick up recycling.

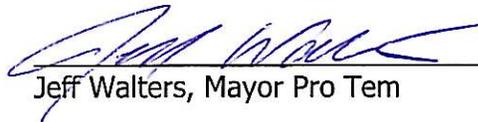
Technology Director Schreier presented the council with a Mission statement for the City. He stated he would like their input and will have it on the next council agenda for approval. He is also working on a Vision statement for the city.

Motion was made by Mordini to approve the purchase of a new phone system for City Hall, Police and Fire, to be installed by Marco Company at a cost of \$6,420.00, seconded by Lane. Motion was approved unanimously by roll call.

Police Chief Bowersox reported on the request for a stop sign at the intersection of 1st and Van Dorn Street. Council directed staff to draft an ordinance for consideration at the next meeting.

Motion was made by Anderson to cancel the 2nd meeting in December unless an emergency dictated one, seconded by Lane. Motion was approved unanimously by roll call.

Motion was made by Dvorak to adjourn the meeting at 7:21 pm, seconded by Mordini. Motion was approved vocally and unanimously.



Jeff Walters, Mayor Pro Tem

ATTEST:



Sharon Nickles, CMC

City of Polk City
24-Nov-14

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
440-PRAXAIR DISTR. INC.	OXYGEN	174.40
Amazon	BOOKS, CD ETC.	1,597.15
ANKENY ACE HARDWARE	KEYS	3.18
ARDICK EQUIPMENT CO.	SIGNS	2,717.00
Beller Distributing LLC	FUEL STABILIZER	424.01
CAPITAL CITY EQUIPMENT CO.	BOBCAT FILTERS	58.46
CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	931.00
Carquest Auto Parts	VEHICLE REPAIR PARTS	87.30
Carus Corp	POLY QUEST	613.00
Central Pump & Motor	WINTERIZE CONCESSION STAND	1,010.00
CENTURY LINK	PHONE SERVICE	1,133.38
Charlotte Loter	GCMOA LUNCH MEETING	33.41
City of Ankeny	CHANGE OF QUARTERS	50.00
Contractor Solutions	TRAILER RENTAL	300.00
Controlled Access of the Midwe	MAINTENANCE OF AUTOMATIC GATE	353.50
Crystal Clear Water Co	PURCHASED WATER	46.00
Davis Equipment Corp	HOLLOW TINES	629.00
DEB NABITY	MILEAGE	67.20
Delta Dental	STAFF INSURANCE	852.08
Des Moines Lock Service	KEY RINGS	61.30
Des Moines Meta; Fabricating	ALUMINUM ANGLES	84.46
Dewey Ford	VEHICLE REPAIRS & MAINTENANCE	1,342.65
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLY	35.00
Ferguson Waterworks	EQUIPMENT REPAIRS	211.99
Fire Service Training Bureau	TRAINING MANUALS	540.00
First Bankcard	CITY HALL TRAINING ETC.	2,595.85
Fraser Ambulance & Wheelchair	OCTOBER BILLING	814.56
GALL'S INC.	BOOTS	112.00
GLEN TIFFANY	DEPOSIT REFUND	100.00
GNA TRUCKING LLC	TRUCKING SERVICES	151.30
Gurnsey Electric Co	SIREN MAINTENANCE	1,789.86
HACH COMPANY	WATER DEPARTMENT SUPPLIES	519.40
HOFER JOHN	PATIENT OVERPAID	12.50
IA DEPT OF TRANSPORTATION	VEHICLE INSPECTIONS	620.00
IA.LAW ENFORCEMENT ACADEMY	TRANING	180.00
Iowa City/County Man. Ass.	DUES	1,402.00
IOWA D.O.T.	ANCHORS	1,795.00
IOWA ONE CALL	UNDERGROUND LOCATIONS	190.60
JRS EXCAVATING	WATER SERVICE REPAIRS	780.00

Keck Energy	DIESEL FUEL	1,374.81
Keltek Inc	LAPTOP MOUNT	560.53
KEYSTONE LABORATORIES INC.	WATER TESTING	82.80
Lawson Products	PARTS, HARDWARE & SUPPLIES	482.61
LOGAN CONTRACTORS SUPPLY	OPERATING SUPPLIES	80.00
M & M Sales Company	COPIER RENTAL	148.95
MARTIN MARIETTA AGGREGATES	ROCK FOR SPORTS COMPLEX	112.14
MATT PARROTT & SONS CO.	OFFICE SUPPLIES	201.19
MED-TECH RESOURCE INC.	EBOLA KIT	89.71
Menards	PARTS AND HARDWARE	6.98
MERCY NORTH PHARMACY	RX SUPPLIES	1,393.68
MIDAMERICAN ENERGY	ELECTRIC CHARGES	9,244.28
MIDLAND POWER CO-OP	STREET LIGHTING	352.83
NETINS	HOSTING SERVICE	42.98
P & M APPAREL	POLICE JACKETS	557.00
PITNEY BOWES	POSTAGE METER RENTAL	366.57
POLK COUNTY HEATING & COOLING	DEBRIS PILE	2,380.00
Polk County Public Works	JOINT PUBLIC SERVICE AGREEMENT	559,793.00
RECORDED BOOKS LLC.	BOOKS ON CD	82.20
Safety Kleen Systems Inc	FILTERS ETC.	398.66
Sandry Fire Supply L.L.C.	SCBA FLOW TESTING	959.30
SCIENCE CENTER OF IOWA	SUMMER RECREATION	374.00
SHARON A. NICKLES	SQUARE LIGHTING/GCMOA MTG.	78.59
Staples Credit Plan	OFFICE SUPPLIES	358.73
STEPHENS MEDIA IOWA LLC	NORTH POLK SUN ADVERTISING	60.00
DES MOINES REGISTER	STATUTORY ADVERTISING	383.87
TITAN MACHINERY	PARTS	138.00
TOTAL QUALITY INC.	LAWNCARE	2,211.61
Tractor Supply	FENCE POST	29.99
WASTE MANAGEMENT OF IOWA	WASTE HAULING	2,097.57
WRIGHT EXPRESS FLEET SERVICES	FUEL	3,904.04
W.R.A.	MONTHLY INSTALLMENT	20,773.21
WRIGHT OUTDOOR SOLUTIONS	BRUSH PILE	7,120.00

***** REPORT TOTAL *****

640,658.37

Memo

To: Mayor Morse & Council
From: Kim Kellogg
CC: Gary Mahannah , Deb Naby, Library Board
Date: November 14, 2014

Re: Youth Services

With the Board's approval, I have hired Suzanne Lindaman as Youth Services Librarian. Suzanne started her position November 13th and will be a great addition to the Polk City Community Library Staff. Please stop in and introduce yourself, it is nice to put a face with a name.

Thanks



Kim Kellogg

Planning and Zoning Commission
Regular Meeting
November 17, 2014

The Planning and Zoning Commission for the City of Polk City met in regular session on November 17, 2014. Present were, James Hill, Doug Sires, Dennis Dietz, Deanna Triplett, Krista Bowersox, and Ron Hankins. With Rob Sarchet being absent. Also present were City Administrator Gary Mahannah, Engineering Representative Kathleen Connor, and Council Liaison Ron Anderson. Chairperson Pro tem Hill called the meeting to order at 6:00pm.

No audience

Upon a motion by Bowersox, second by Sires the commission voted unanimously by roll call to approve the minutes of October 20, 2014.

Engineering Representative Connor reported to the commission on the changes requested by the commission to the S 3rd Street Access Management Plan. The changes will limit the access to 3rd St.

Upon a motion by Dietz, second by Hankins the commission voted unanimously by roll call to recommend to council the approval of the S 3rd Street (E Southside Drive to W Grimes Street) Access Management Plan.

Engineering Representative Connor reported to the commission on the Broadway Avenue Access Management Policy changes. With all driveways and /or streets shall be aligned with opposing driveways and /or streets wherever possible. No more than one driveway shall be permitted per parcel if parcel is consolidated.

Upon a motion by Hankins, second by Triplett the commission voted unanimously by roll call to recommend to council the approval of the Broadway Avenue Access Management Policy.

City Administrator Mahannah reported to the commission on the upcoming new Comprehensive Plan for the city. The council will be interviewing three companies on November 24, 2014 to review their proposals to update Polk City's Comprehensive Plan. Mahannah explained that the council would welcome input from the Planning and Zoning Commission, as the Comprehensive Plan involves the Planning and Zoning Commission. At least three of the commission members will be attending the meeting on November 24, 2014.

Mahannah reminded the commission that December is the month that chairperson and chairperson pro-tem would be elected, he also explained the chairperson pro-tem will move up to chairperson in 2016.

No Commission report

Upon a motion by Hankins, second by Bowersox the commission voted vocally and unanimously to adjourn the meeting at 6:19pm.

Charlotte A Loter, CMC
Deputy City Clerk



To: City Council

From: PCDC Board

Re: Funding Request

Date: October 29, 2014

The Polk City Development Corporation (PCDC) is requesting \$45,000 from the City of Polk City on or before December 1, 2014. This allocation request is for fiscal year 2015. Thank you for your consideration of this matter.

**POLK CITY DEVELOPMENT CORPORATION
BUSINESS BALANCE SHEET SUMMARY (SEPTEMBER 30, 2014)**

ASSETS:

Current Assets:

Cash -- Checking	\$ 2,427.90 *
Cash -- Savings	\$ 10,609.61 *
Accounts Receivable	\$ -
Other Assets	\$ -

Total Current Assets: **\$ 13,037.51**

LIABILITIES:

Current Liabilities:

Accounts Payable	\$ -
Other Liabilities	\$ -

Total Current Liabilities: **\$ -**

TOTAL NET WORTH: **\$ 13,037.51**

GRANTS RECEIVED YTD:

City \$ 50,500.00 (Incls. 45,000 received 12/10/13, 12/24/13 for year 2014; Betterment)
Chamber
County
Knapp Prop.
TCI
Bravo \$ 1,250.00 (Received 3rd installment 3/5/14, received 4th installment 6/4/14)

NOTE:

*1/31/14 checking amt incls 45,030.24 and savings amt incls 100.00 balances forward from 12/31/13
1/3/14 transferred 500.00 from PCDC checking to Festival checking - Emerald Sponsor
9/15/2014 transferred 500.00 from Festival checking to PCDC savings (owed from 8/21/12)

ORDINANCE NO 2014-1900

AN ORDINANCE AMENDING CHAPTER 65, STOP OR YIELD REQUIRED BY ADDING ADDITIONAL ZONES TO THE CODE OF ORDINANCES OF THE CITY OF POLK CITY.

BE IT ORDAINED by the City Council of the City of Polk City, Iowa, that:

Section 1. Chapter 69, of the Code of Ordinances for the City of Polk City; Parking Regulations, Section 69.08, No Parking Zones is hereby amended as follows:

Add the entrance from 1st Street to Van Dorn Street

Section 2. All Ordinances or parts of any Ordinance in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict.

Section 3. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED at Polk City, Iowa, this 24th day of November, 2014

Jason Morse, Mayor

ATTEST:

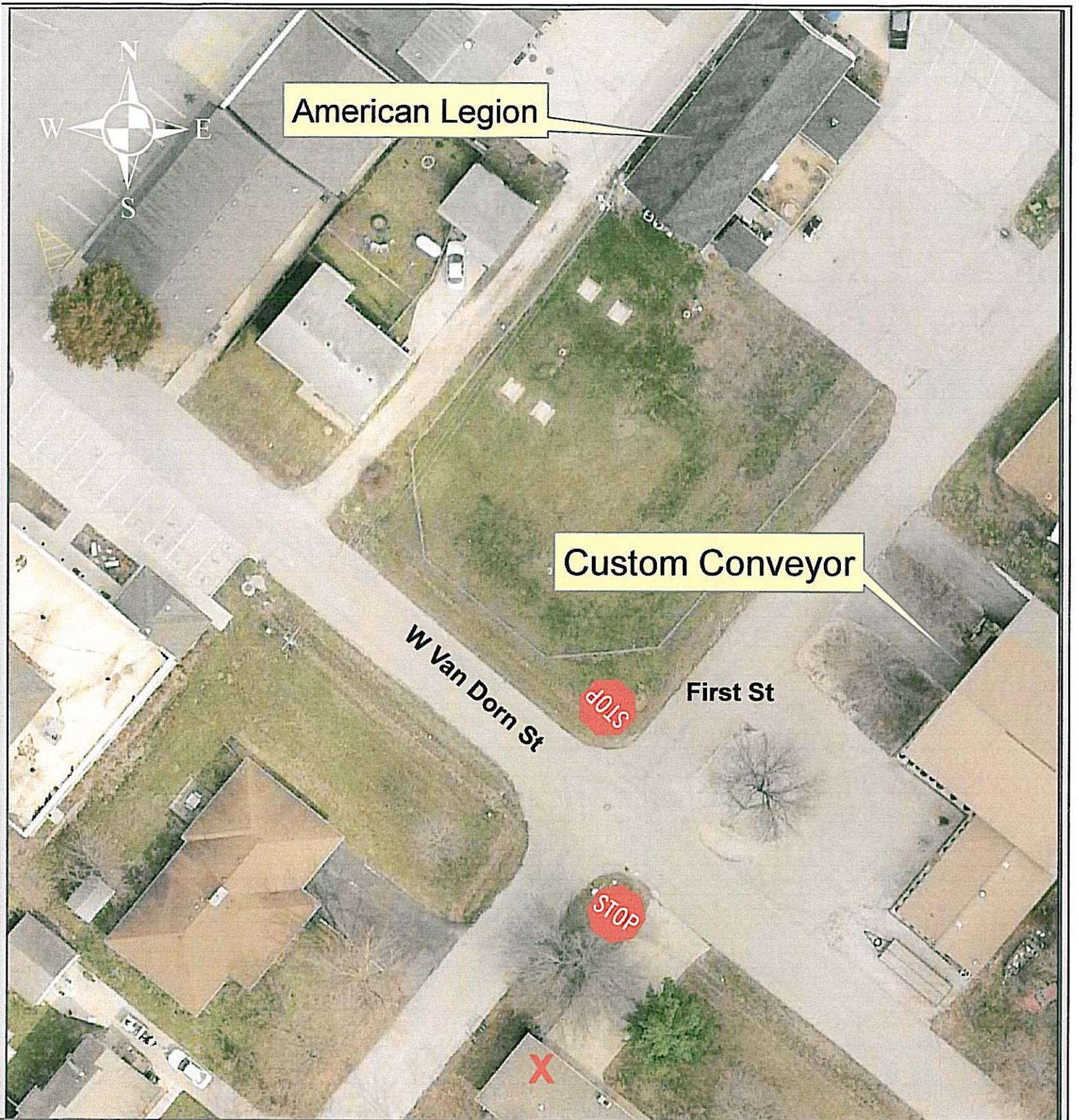
Sharon Nickles, City Clerk

First Reading: --

Second Reading: ---

Third Reading: ----

Date of Publication: ----



Possible changing existing Yield Signs to Stop Signs at the corner of First St & W Van Dorn St.

No documented history of crashes, vision is at times obscured when approaching in a southeasterly direction.

Problem exists especially when vehicles are parked in Custom Conveyor parking lot. Also at times when vehicles are parked in driveway of residence marked with red X, when northeasterly bound.

Discussed with Public Works Director no problems changing to stop signs if Council wishes. Chief Mark Bowersox

CHANGE ORDER NO. 1

OWNER: City of Polk City

PROJECT: 2013 STREET REPAIR PROJECT
PROJECT #: 106.1329.01

To: TK CONCRETE, INC.
Contractor
1608 FIFIELD ROAD
Address
PELLA, IOWA 50219
City, State, Zip

You are directed to make the following changes in this contract:

1. Description of change to be made:
- Extra Work Order July 18, 2014:
- 1 Decrease Item: Granular Subbase, -88.5 Tons @ \$18.00 / Ton.
 - 3 Increase Item: Geogrid, 13.6 SY @ \$1.50 / SY.
 - 4 Increase Item: Full Depth Patch, PCC, 13.6 SY @ \$63.50 / SY.
 - 5 Increase Item: Rout and Sealing, 27 LF @ \$25.00 / LF.

2. Reason for Change:
- Extra Work Order July 18, 2014:
- 1 Quantity adjusted based on rock tickets collected and granular subbase placed.
 - 3, 4, & 5 Quantities adjusted based on measurements made in the field.

3. Settlement for the cost of making the change shall be as follows:

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1	Granular Subbase	(88.5)	TON	\$ 18.00	\$ (1,593.00)
3	Geogrid	13.6	SY	\$ 1.50	\$ 20.40
4	Full Depth Patch, PCC	13.6	SY	\$ 63.50	\$ 863.80
5	Rout and Sealing	27	LF	\$ 25.00	\$ 675.00
TOTAL				\$	(34.00)

4. This change order will result in a net change in the contract completion time of 0 additional working days and a net decrease in the cost of the project of (\$34.00), divided as follows:

	Contract Amount	Contract Completion Date
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	\$ 161,461.00	35 working days
Change due to this C.O. (+ or -)	\$ (34.00)	0 working days
Totals including this C.O.:	\$ 161,427.00	35 working days

The change described herein is understood, and the terms of settlement are hereby agreed to:

Snyder & Associates, Inc.
ENGINEER

By _____

DATE: _____

TK Concrete, Inc.
CONTRACTOR

By *Mark Hervey*

DATE: 11/13/14

City of Polk City, Iowa
OWNER

By _____

DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION					COMPLETED WORK		
		QUANTITY	UNIT	UNIT COST	COST Total	QUANTITY	CO #	COST Total
1	GRANULAR SUBBASE	702	TH	\$ 18.00	\$ 12,636.00	813.6	1	\$ 11,043.00
2	MANHOLE ADJUSTMENT, MINOR	5	EA	\$ 175.00	\$ 875.00	5		\$ 875.00
3	GEOGRID	2,230	SY	\$ 1.50	\$ 3,345.00	2,243.6	1	\$ 3,365.40
4	FULL DEPTH PATCH, PCC	2,230	SY	\$ 63.60	\$ 141,605.00	2,243.6	1	\$ 142,488.60
5	ROUT AND SEALING	30	LF	\$ 25.00	\$ 750.00	57	1	\$ 1,425.00
6	TRAFFIC CONTROL	1	LS	\$ 2,250.00	\$ 2,250.00	1		\$ 2,250.00
		TOTAL ORIGINAL CONTRACT = \$ 181,481.00				\$ 181,427.00		
CHANGE ORDER SUMMARY:								
Change Order No. 1:								
1	GRANULAR SUBBASE	(88.5)	TH	\$ 18.00	\$ (1,593.00)			\$ -
3	GEOGRID	13.6	SY	\$ 1.50	\$ 20.40			\$ -
4	FULL DEPTH PATCH, PCC	13.6	SY	\$ 63.60	\$ 863.60			\$ -
5	ROUT AND SEALING	27	LF	\$ 25.00	\$ 675.00			\$ -
					TOTAL CHANGE ORDERS \$ (34.00)			\$ -
					TOTAL CONTRACT			
					& CHANGE ORDERS \$181,427.00			\$ 181,427.00

RESOLUTION NO. 2014-111

A RESOLUTION APPROVING PAY APPLICATION #3 FOR THE 2013 STREET REPAIR PROJECT.

WHEREAS, the City Council of the City of Polk City, Iowa has approved construction for the 2013 Street Repair Project; and

WHEREAS, the City Council has awarded the contract to TK Concrete, Inc., 1608 Fifield Rd, Pella, Iowa; and

WHEREAS, on June 10, 2013, the City Council approved a contract for the construction of the 2013 Street Repair Project in the amount of \$161,461.00, and;

WHEREAS, on November 24, 2014, the City Council approved a changed order in the amount of (\$34.00), bringing the total construction contract to \$161,427.00, and;

WHEREAS, the City Engineer has submitted an approved application for payment giving a detailed estimate of work completed with a Pay Application #3 cost of \$190.00.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa, that Pay Application #3 be approved and the Finance Officer is hereby authorized to issue a check to TK Concrete Inc. in the amount of \$190.00.

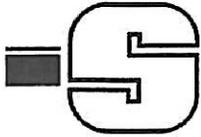
BE IT FURTHER RESOLVED by the City Council of the City of Polk City, Iowa, that the 2013 Street Repair Project is hereby accepted.

PASSED AND APPROVED the 24th day of November, 2014.

Jason Morse, Mayor

ATTEST:

Sharon Nickles, City Clerk



November 19, 2014

Honorable Mayor and City Council
City of Polk City
112 3rd Street
Polk City, Iowa 50226

RE: PARTIAL PAY APPLICATION NO. 3 (SUB-FINAL), CHANGE ORDER NO. 1, AND
CERTIFICATE OF COMPLETION
2013 STREET REPAIR PROJECT

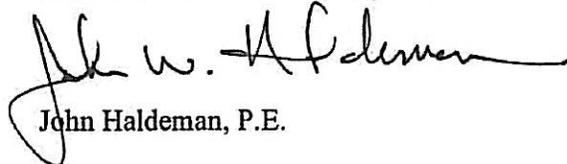
Dear Honorable Mayor and City Council:

Please find the attached partial pay application no. 3 (Sub-Final) and change order no. 1 for the 2013 Street Repair Project. The Contractor has completed construction of the project, including completion of the punch list items, payment to the City for the costs associated with the sanitary sewer repair, and payment to the property owner for the damage to their basement caused by the sewer backup. The project was ready to be closed out early this summer, but we had not received the signed pay application and change order from the contractor until last week.

The final amount of the Contract is \$161,427.00, which includes change order no. 1 in the negative amount of -\$34.00. Change order no. 1 includes the adjustment of plan quantities to reflect the final constructed quantities as measured in the field. Please refer to the change order document for descriptions of the individual contract item adjustments.

We recommend payment of \$190.00 to TK Concrete, Inc. for work completed and approval of change order no. 1 in the negative amount of -\$34.00. The five percent retainage amounts to \$8,071.35. Please note the retainage is to be withheld for thirty (30) days following acceptance of the project. We have received the Sales Use Tax Forms from the contractor and have submitted this information to the City Clerk. We will be attending the November 24, 2014, council meeting to address any comments or questions. Thank you.

Sincerely,
SNYDER & ASSOCIATES, INC.



John Haldeman, P.E.

Enclosures

cc: Gary Mahannah
Mike Schulte

Kathleen Connor

CERTIFICATE OF COMPLETION

2013 STREET REPAIR PROJECT

Polk City, Iowa

November 24, 2014

We hereby declare that we have made an on-site review of the completed construction of the *2013 Street Repair Project* as performed by TK Concrete, Inc.

As Engineers for the project it is our opinion that the work performed is in substantial conformance with the plans and specifications, and that the final amount of the Contract is *\$161,427.00*. I hereby recommend acceptance of the project.

Respectfully submitted,

SNYDER & ASSOCIATES, INC.



John W. Haldeman, P.E.

Project Manager

Snyder & Associates, Inc.

Iowa License Number 15808

APPLICATION FOR PARTIAL PAYMENT NO. 3 (SUB-FINAL)

PROJECT: 2013 STREET REPAIR PROJECT
 OWNER: CITY OF POLK CITY
 CONTRACTOR: TK CONCRETE INC.
 ADDRESS: 1608 FIFIELD ROAD
 PELLA, IA 50219
 DATE: July 18, 2014

S&A PROJECT NO.: 106.1329.01

PAYMENT PERIOD: FINAL

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 161,461.00
 Net Change by Change Order: \$ (34.00)
 Contract Amount to Date: \$ 161,427.00

CONTRACT PERIOD: TOTAL WORKING DAYS
 Original Contract Date: June 7, 2013
 Original Contract Time: 35
 Added by Change Order: 0
 Contract Time to Date: 35
 Time Used to Date: 32.5
 Contract Time Remaining: 2.5

2. WORK SUMMARY:

Total Work Performed to Date: \$ 161,427.00
 Retainage: 5% \$ 8,071.35
 Total Earned Less Retainage: \$ 153,355.65
 Less Previous Applications for Payment: \$ 153,165.65
AMOUNT DUE THIS APPLICATION: \$ 190.00

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
- (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

TK Concrete, Inc.
 CONTRACTOR
 By *[Signature]* DATE: 11/13/14

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
 ENGINEER
 By *[Signature]* DATE: 11/19/14

5. OWNER'S APPROVAL

City of Polk City
 OWNER
 By _____ DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION					COMPLETED WORK		
		QUANTITY	UNIT	UNIT COST	COST Total	QUANTITY	CO #	COST Total
1	GRANULAR SUBBASE	702	TH	\$ 18.00	\$ 12,636.00	613.6	1	\$ 11,043.00
2	MANHOLE ADJUSTMENT, MINOR	5	EA	\$ 176.00	\$ 875.00	5		\$ 875.00
3	GEOGRID	2,230	SY	\$ 1.50	\$ 3,345.00	2,243.0	1	\$ 3,364.50
4	FULL DEPTH PATCH, PCC	2,230	SY	\$ 63.60	\$ 141,605.00	2,243.0	1	\$ 142,468.60
5	ROUT AND SEALING	30	LF	\$ 25.00	\$ 750.00	57	1	\$ 1,425.00
6	TRAFFIC CONTROL	1	LS	\$ 2,250.00	\$ 2,250.00	1		\$ 2,250.00
TOTAL ORIGINAL CONTRACT = \$					161,461.00	\$ 161,427.00		
CHANGE ORDER SUMMARY:								
Change Order No. 1:								
1	GRANULAR SUBBASE	(88.5)	TH	\$ 18.00	\$ (1,593.00)			\$ -
3	GEOGRID	13.0	SY	\$ 1.50	\$ 20.40			\$ -
4	FULL DEPTH PATCH, PCC	13.6	SY	\$ 63.60	\$ 863.60			\$ -
5	ROUT AND SEALING	27	LF	\$ 25.00	\$ 675.00			\$ -
TOTAL CHANGE ORDERS \$					(34.00)	\$ -		
TOTAL CONTRACT						\$ 161,427.00		
& CHANGE ORDERS					\$161,427.00	\$ 161,427.00		



Iowa Department of Revenue
www.iowa.gov/tax

Iowa Contractor's Statement

Contractor's Name: ITZ Concrete, LLC
 Address: 1608 Franklin Rd.
 City, State, ZIP: Des Moines, IA 50319
 Iowa Sales or Use Tax Permit No.: _____ FEIN: 39-1494532
 1. Project Description: Street Paving
 2. Is your contract written? If so, date signed: _____

Name of government unit, private nonprofit education institution, nonprofit museum, business, in economic development area, rural water district, or Habitat for Humanity:
City of Waukee
 Address: _____
 City, State, ZIP: _____
 If contract is not directly with above name, who is your contract directly with?
Don Hahnstrom

INCLUDE ONLY BUILDING MATERIALS THAT BECOME PART OF REAL PROPERTY. See instructions on reverse side.

A. Name, City, and State of Material Supplier	B. Type of Building Material	C. Purchase Price	D. Amount of Iowa sales/use tax	E. Did supplier collect IA sales/use tax? (check) If no, who paid the tax when?		F. Amount of Iowa local option tax	G. County # where Iowa local option was paid
				Yes	No		
1. Central Iowa Ready Mix	Concrete	26,502.50	1710.15	Yes	Sales Tax		
2. Ogan Concrete Supply	Concrete	395.00	2172	Yes	Sales Tax		
3. Martin Materials	Concrete	6149.90	430.49	Yes	Sales Tax		
4. Hilltop Equip Co.	Concrete Acc.	5136.15	306.29	Yes	Sales Tax		
5. _____							
6. _____							
7. _____							
8. _____							
9. KIANA PRICE My Commission Expires _____							
TOTALS		40136.51	2476.65				

Subscribed and sworn to by Kiana Price
 before me this 10th day of April, 2014.
 Notary Public in and for Marion County of Iowa.

I, "Contractor," ITZ Concrete, LLC, state that this statement is made pursuant to section 423.4, Code of Iowa, that all statements made herein are true and accurate to the best of my knowledge and belief; that all of the tangible personal property described herein became an integral part of the project herein described, and sales or use tax was paid to Iowa as shown.
 Name: Don Hahnstrom
 Title: Notary Public

TK CONCRETE INC.
Item Actual Cost Detail
January 31, 1997 through February 21, 2014

Type	Date	Num	Name	Source Name	Total Invoiced	Non Taxable	Taxable Amt	Sales Tax Paid	Use Tax
Bill	08/15/2013	1778132-0	City of Polk City:2013 Oakwood Dr TEAM Services, Inc.		\$ 1,805.15	\$	\$ 1,805.15	\$	-
Bill	09/12/2013	1778364-0	City of Polk City:2013 Oakwood Dr TEAM Services, Inc.		\$ 800.57	\$	\$ 800.57	\$	-
Bill	07/12/2013	364219	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 1,896.10	\$ 640.00	\$ 1,185.00	\$ 71.10	
Bill	08/23/2013	367320	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 3,308.90	\$ 1,120.00	\$ 2,065.00	\$ 123.90	
Bill	08/23/2013	367323	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 850.86	\$ 288.00	\$ 531.00	\$ 31.86	
Bill	07/17/2013	364531	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,605.15	\$ 977.65	\$ 1,627.50	\$ 97.65	
Bill	07/19/2013	364720	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,245.33	\$ 760.00	\$ 1,401.25	\$ 84.08	
Bill	07/23/2013	364907	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 1,665.05	\$ 560.00	\$ 1,042.50	\$ 62.55	
Bill	07/24/2013	365015	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,657.72	\$ 896.00	\$ 1,662.00	\$ 99.72	
Bill	07/26/2013	365207	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,368.80	\$ 800.00	\$ 1,480.00	\$ 88.80	
Bill	07/30/2013	365408	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,841.50	\$ 960.00	\$ 1,775.00	\$ 106.50	
Bill	08/01/2013	365606	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,951.15	\$ 992.00	\$ 1,848.25	\$ 110.90	
Bill	08/01/2013	365615	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 850.86	\$ 288.00	\$ 531.00	\$ 31.86	
Bill	08/06/2013	365893	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,368.80	\$ 800.00	\$ 1,480.00	\$ 88.80	
Bill	08/07/2013	365900	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,416.07	\$ 816.00	\$ 1,509.50	\$ 90.57	
Bill	08/09/2013	366095	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 3,314.20	\$ 1,120.00	\$ 2,070.00	\$ 124.20	
Bill	08/13/2013	366410	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 992.67	\$ 366.00	\$ 619.50	\$ 37.17	
Bill	08/13/2013	366404	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,557.88	\$ 864.00	\$ 1,598.00	\$ 95.88	
Bill	08/16/2013	366736	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 2,836.20	\$ 960.00	\$ 1,770.00	\$ 106.20	
Bill	08/20/2013	367005	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 3,687.06	\$ 1,248.00	\$ 2,301.00	\$ 138.06	
Bill	08/21/2013	367121	City of Polk City:2013 Oakwood Dr Central Iowa Ready Mix		\$ 3,214.36	\$ 1,088.00	\$ 2,006.00	\$ 120.36	
					\$ 45,628.65	\$ 15,543.65	\$ 28,502.50	\$ 1,710.15	
Bill	07/10/2013	129084	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 2,636.36	\$ 2,636.36	\$	\$	
Bill	07/15/2013	130322	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 79.90	\$ 79.90	\$	\$	
Bill	07/17/2013	131413	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 159.50	\$ 159.50	\$	\$	
Bill	07/17/2013	131351	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 292.50	\$ 292.50	\$	\$	
Bill	07/29/2013	R15189	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 528.00	\$ 528.00	\$	\$	
Bill	07/29/2013	R15535	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 1,980.00	\$ 1,980.00	\$	\$	
Bill	08/04/2013	R15809	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 2,925.00	\$ 2,925.00	\$	\$	
Bill	08/15/2013	R16125	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 90.00	\$ 90.00	\$	\$	
Bill	08/06/2013	138345	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 374.58	\$	\$ 353.38	\$ 21.20	
Bill	08/19/2013	142979	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 360.00	\$ 360.00	\$	\$	
Bill	08/19/2013	R16046	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 450.00	\$ 450.00	\$	\$	
Bill	08/21/2013	R16198	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 1,440.00	\$ 1,440.00	\$	\$	
Bill	08/21/2013	R16196	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 30.00	\$ 30.00	\$	\$	
Bill	09/01/2013	R17037	City of Polk City:2013 Oakwood Dr Logan Contractors Supply		\$ 2,925.00	\$ 2,925.00	\$	\$	

TK CONCRETE INC.
Item Actual Cost Detail

Bill	Date	Account	Description	Actual Cost	Contract	Change	Balance	Balance	Balance	Balance
Bill	09/04/2013	R16867	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 2,925.00	\$ 356.00	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	10/27/2013	R19668	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 2,925.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	11/24/2013	R20849	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 225.00	\$ 225.00	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	11/24/2013	R20849	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 2,610.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	11/24/2013	R20849	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 90.00	\$ 90.00	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	12/16/2013	R21769	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 2,790.00	\$ 2,790.00	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	08/28/2013	I48560	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 45.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	09/03/2013	I48070	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 185.37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	08/08/2013	I38957	City of Polk City:2013 Oakwood Dr Logan Contractors Supply	\$ 57.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bill	07/15/2013	11981603	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 423.67	\$ -	\$ 395.96	\$ -	\$ -	\$ -	\$ 27.72
Bill	08/05/2013	12074595	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 173.39	\$ -	\$ 162.05	\$ -	\$ -	\$ -	\$ 11.34
Bill	08/19/2013	12125585	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 971.49	\$ -	\$ 907.93	\$ -	\$ -	\$ -	\$ 63.56
Bill	07/22/2013	11984959	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 750.54	\$ -	\$ 701.43	\$ -	\$ -	\$ -	\$ 49.10
Bill	07/29/2013	12020012	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 328.63	\$ -	\$ 307.13	\$ -	\$ -	\$ -	\$ 21.50
Bill	07/29/2013	12020016	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 877.90	\$ -	\$ 820.47	\$ -	\$ -	\$ -	\$ 57.43
Bill	07/31/2013	12051760	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 321.11	\$ -	\$ 300.10	\$ -	\$ -	\$ -	\$ 21.01
Bill	07/31/2013	12051752	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 501.08	\$ -	\$ 468.30	\$ -	\$ -	\$ -	\$ 32.78
Bill	07/31/2013	12051751	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 171.20	\$ -	\$ 160.00	\$ -	\$ -	\$ -	\$ 11.20
Bill	08/12/2013	12090639	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 1,135.00	\$ -	\$ 1,061.21	\$ -	\$ -	\$ -	\$ 74.28
Bill	08/26/2013	12155395	City of Polk City:2013 Oakwood Dr Martin Marietta Materials	\$ 925.89	\$ -	\$ 865.32	\$ -	\$ -	\$ -	\$ 60.57
Bill	08/08/2013	20032961	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 2,589.96	\$ -	\$ 2,420.52	\$ -	\$ -	\$ -	\$ 145.23
Bill	08/09/2013	20032985-000	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 101.76	\$ -	\$ 96.00	\$ -	\$ -	\$ -	\$ 5.76
Bill	08/15/2013	20032961-001	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 428.62	\$ -	\$ 400.58	\$ -	\$ -	\$ -	\$ 24.03
Bill	08/19/2013	20032996	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 1,822.28	\$ -	\$ 1,719.13	\$ -	\$ -	\$ -	\$ 103.15
Bill	08/22/2013	20033015	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 100.72	\$ -	\$ 95.02	\$ -	\$ -	\$ -	\$ 5.70
Bill	09/05/2013	200336143-000	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 138.75	\$ -	\$ 130.90	\$ -	\$ -	\$ -	\$ 7.85
Bill	08/14/2013	20033015-000	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 104.73	\$ -	\$ 98.80	\$ -	\$ -	\$ -	\$ 5.93
Bill	08/09/2013	20032995-000	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 104.73	\$ -	\$ 98.80	\$ -	\$ -	\$ -	\$ 5.93
Bill	08/14/2013	20033020-000	City of Polk City:2013 Oakwood Dr Utility Equipment Company	\$ 83.10	\$ -	\$ 78.40	\$ -	\$ -	\$ -	\$ 4.70

ORDINANCE NO. 2014-1800

AN ORDINANCE AMENDING THE CHAPTER 165 – ZONING REGULATIONS OF THE MUNICIPAL CODE OF THE CITY OF POLK CITY, IOWA BY ADDING THE FLOODPLAIN OVERLAY DISTRICT

Be it Ordained by the Mayor and the City Council of the City of Polk City, Iowa, Chapter 165 – Zoning Regulations of the Municipal Code of the City of Polk City, Iowa, is hereby amended as follows:

Section 1. Section 165.04 - Establishment of Districts and Boundaries of the Zoning Regulations is hereby modified by inserting “FP District” at the end of the list of established; following “GF Government Facility District”.

Section 2. The FP, Floodplain Overlay District is hereby added to the Zoning Regulations by inserting the following new section:

“165.13B. FLOODPLAIN OVERLAY DISTRICT REGULATIONS. (FP) The regulations set forth in this section, or elsewhere in this ordinance when applicable, shall apply in the FP, Floodplain Overlay District.

- A. Statement of Intent. The FP District is intended to identify the general location of areas within the floodway, floodplain and/or having special flood hazards.
- (1) Polk City has adopted the regulations and flood maps of the Federal Emergency Management Agency (FEMA) in accordance with the National Flood Insurance Act of 1968 and the Flood Disaster Protection Act of 1973. The floodplain regulations are stipulated in Chapter 162 - Floodplain Management Ordinance of the Polk City Code of Ordinances.
 - (2) Additional regulations are imposed upon properties within the FP Floodplain overlay districts for the protection of life and property from losses and hazards caused by the occupancy and use of the floodplain by buildings, structures or activities that may increase the effects of flooding.
 - (3) No structure or land shall be used and no structure or wastewater treatment facility (including septic systems) shall be located, extended, converted or structurally altered in any designated FP Flood Plain Overlay District without full compliance with the terms of Chapter 162 - Floodplain Management Ordinance, including but not limited to the requirement for a Flood Plain Development Permit.
 - (4) If there are any discrepancies between the flood plain as may be depicted on the Official Zoning Map and the flood hazard areas as depicted on the Flood Insurance Rate Map, the Flood Insurance Rate Map shall govern.
 - (5) All parcels and uses of property shall be in accordance with the district regulations of the underlying zoning district, except as limited by Chapter 162- Floodplain Management Ordinance.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this ____ day of _____, 2014.

Jason Morse, Mayor

ATTEST:

Sharon Nickles, City Clerk

First reading: 10-27-2014

Second reading: 11-10-2014

Third reading: _____

Publication Date: _____

Broadway Avenue Access Management Policy

Polk City, Iowa

November 18, 2014

1. Single Family Dwellings / Two- Family Dwellings

- a. No more than one driveway shall be permitted per parcel, or parcels if consolidated.
- b. Driveways and/or streets shall be aligned with opposing driveways and/or streets wherever possible.
- c. On corner lots, driveways shall not be permitted onto Broadway Avenue, but shall have access from the lower order street.
- d. New parcels shall be served by a shared driveway, at least 16' wide and covered by an Ingress/Egress Easement, serving both the new parcel and the existing parcel. No new driveways shall be permitted to serve new parcels unless specifically approved on a Plat of Subdivision.
- e. Two family dwellings shall be served by a shared driveway, at least 16' wide and covered by an Ingress/Egress Easement that serves both dwelling units.
- f. At the time of redevelopment of an existing parcel, driveways shall be brought into conformance with this policy. Excess or abandoned driveways shall be removed and the curb replaced.
- g. Where possible, driveways shall be designed to include a hammerhead or similar turn-around on private property to avoid the need for vehicles to back onto Broadway.
- h. Access spacing and intersection clearance shall meet or exceed SUDAS requirements.

2. Multiple-Family Dwellings / Commercial buildings / Industrial buildings

- a. Driveways shall only be permitted in accordance with an approved Site Plan.
- b. No more than one driveway shall be permitted per parcel, or parcels if consolidated, unless there is a demonstrated need that has been approved on the required Site Plan.
- c. On corner lots, driveways shall not be permitted onto Broadway Avenue, but shall have access from the lower order street unless there is a demonstrated need that has been approved on the required Site Plan.
- d. Driveways shall be a minimum of 24' wide, designed for two-way traffic into and out of the site.
- e. Connected parking lots, frontage roads, and/or backage roads may be required on the Site Plan to limit access and improve connectivity between adjoining parcels. Such roads and connections shall be covered by an Ingress/Egress Easement.
- f. At the time of redevelopment of an existing parcel, driveways shall be brought into conformance with this policy. Excess or abandoned driveways shall be removed and the curb replaced.
- g. Access spacing and intersection clearance shall meet or exceed SUDAS requirements.

Notes:

- “Existing parcels” shall mean Lots of Record as of the date this policy is adopted by City Council.
- “New parcels” shall mean parcels created after the date this policy is adopted by City Council, whether said new parcels are created by Plat of Survey, Plat of Subdivision, specific quantity split, or other means.
- “Redevelopment of an existing parcel” shall mean construction of a new building, new dwelling, or new garage, whether attached or detached.

Access Management Plan
S. 3rd Street (E. Southside Drive to W. Grimes Street)
Polk City, Iowa
November 18, 2014

1. **Conformance with this policy is triggered by:**
 - a. Development of a new or expanded use on an existing parcel, including changes of use.
 - b. Development of a new parcel(s) created after the date this policy is adopted by City Council, whether by Plat of Survey, Plat of Subdivision, or specific quantity split.
 - c. Existing access are not required to be eliminated or modified without development as noted above.

2. **All access for developing/redeveloping parcels shall be in accordance with the following policies:**
 - a. Access for a new or expanded use or a redeveloping parcel is constructed in accordance with SUDAS and this Plan.
 - b. Access shall be provided from lower order street system or private joint ingress/egress easement except where Full Movement Access is indicated on this Plan.
 - c. New public roadways and commercial property access will be permitted at locations indicated on the plan.
 - d. Accesses will be aligned with existing access or roadway locations where possible. (450' spacing from major access point minimum, 600' preferred.)
 - e. New single family and shared residential driveways shall be aligned with opposing access locations or spaced at 100' minimum.
 - f. Accesses not in conformance with this policy will be eliminated or reconstructed.
 - g. All new accesses to S. 3rd Street shall be constructed with a turnaround to eliminate backing into the right-of-way.
 - h. Ingress/Egress easements shall be provided by the developer in conjunction with the Site Plan, if not previously recorded.

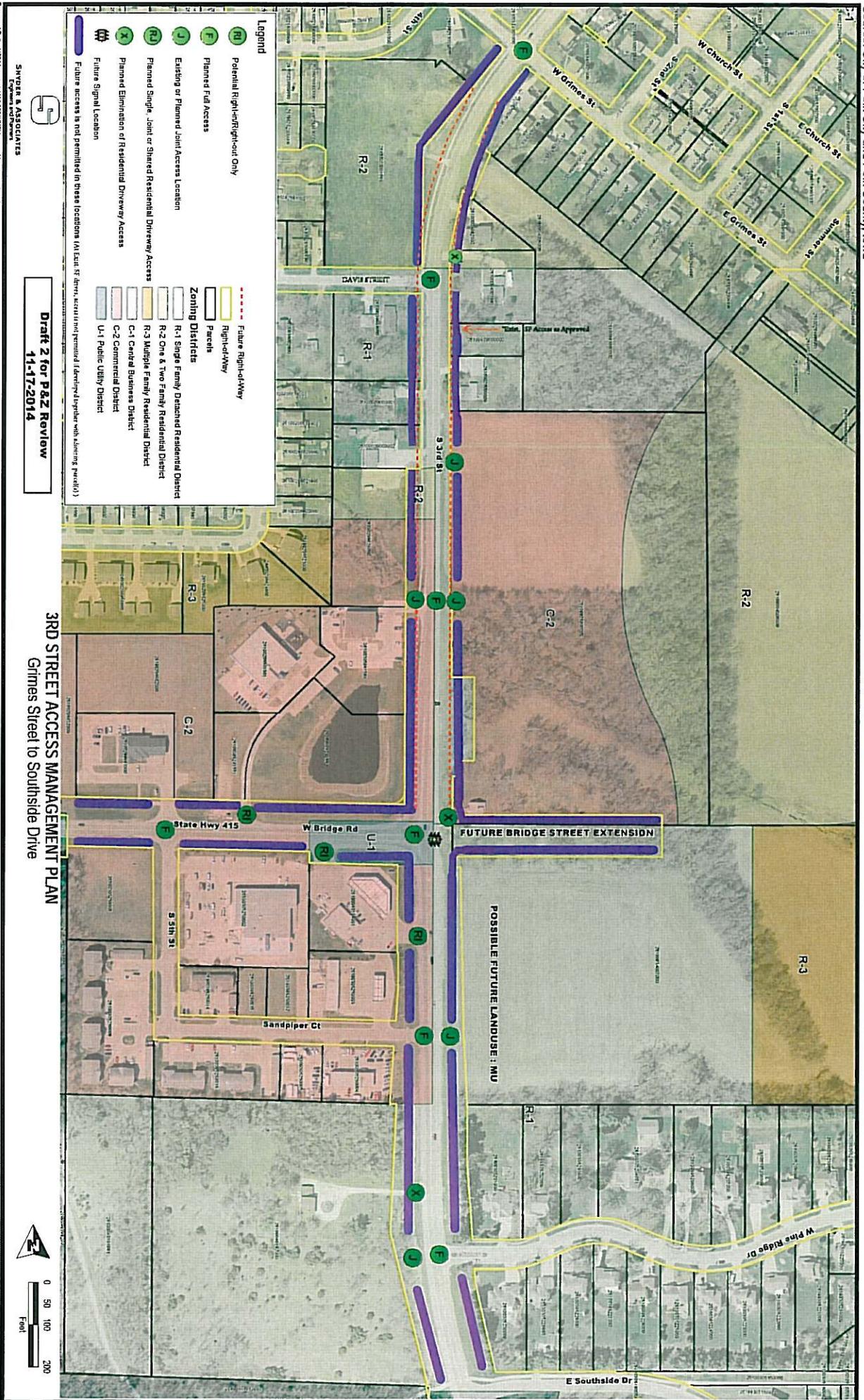
3. **Existing Single Family residences with access off lower order streets:**
 - a. 314 W Grimes: Any additional dwellings shall access W. Grimes or S 4th St.
 - b. 212 W Grimes Street: No new access to S. 3rd Street.
 - c. 800 S 3rd St.: Any additional dwellings shall access Davis Street.
 - d. 211 W. Pine Ridge Street: No new access to S. 3rd Street.
 - e. 210 W. Pine Ridge Street: No new access to S. 3rd Street.

4. **Existing Single Family residences with access off S. 3rd Street:** If these parcels are redeveloped or incorporated into larger scale development with adjoining parcels, residential access to S 3rd Street shall be closed and access shall be provided from a lower order street or approved access location off S. 3rd Street.
 - a. 705 S 3rd Street
 - b. 801 S 3rd Street
 - c. 805 S 3rd Street (vacant lot, access approved via Plat of Survey)
 - d. 807 S 3rd Street
 - e. 808 S 3rd Street
 - f. 812 S 3rd Street

5. **Undeveloped Residential Property:** Major subdivisions shall develop local streets to provide access to residential lots. Lot splits and addition of dwelling units shall create shared driveways with turnarounds per Plan Policy. Single family residential driveways directly accessing S 3rd Street shall be closed.
 - a. 900 S 3rd Street - north R-2 portion (Stanbrough): Potential for new dwelling(s), with access to S 3rd via joint access with 812 S 3rd if possible. If not possible or if rezoned to C-2, access shall be via existing joint access with 1010 S 3rd Street.
 - b. 510 S 3rd Street (city-owned "Harvey" property): Parcel has access to three local streets in addition to S. 3rd St. This parcel shall have no more than one access from S. 3rd St.
 - c. 701 S. 3rd Street (Kaultenhauser): Topography is an issue for S. 3rd Street access. This parcel may have access W Grimes Street via future local streets since the adjoining parcels are under same ownership. If redeveloped along with 801 S. 3rd, one access could be created opposing Davis Street. One shared or single family access is permitted to S 3rd S. to align with the Harvey property access
 - d. 1021 S 3rd Street – south R-1 portion (Kaultenhauser): One access opposing Sandpiper Court. Additional access via future Bridge Road extension, with sufficient intersection clearance for future traffic signal at W. Bridge Road/S. 3rd intersection. Bridge Road shall be extended as a plat requirement.

6. **Developed Commercial Property:**
 - a. 1010 S 3rd Street (Polk City Professionals): Joint access in place.
 - b. 407 W Bridge Road (Polk City Commercial): Joint access in place. May be limited to right-in/right-out access in future.
 - c. 1100 S 3rd Street (Casey's): Signed Ingress/Egress easements should be required with any future redevelopment. May be limited to right-in-right-out in the future due to median/intersection improvements or traffic signal operation.
 - d. 301 Sandpiper (Time to Shine): Access to remain restricted to Sandpiper Court.
 - e. 300 Sandpiper (Nelson Automotive): Access to remain restricted to Sandpiper Court.

7. **Undeveloped Commercial Property:**
 - a. 900 S 3rd Street – south C-2 portion (Stanbrough): Joint access easement in place and constructed at south end of property.
 - b. 1021 S 3rd Street – north C-2 portion (Kaultenhauser): 13.79 acres of commercial with adjacent large lots under same ownership with very high development potential. Bridge Road shall be extended as a plat requirement, internal. One full access point is permitted opposing existing joint access at 1010 S 3rd Street. Secondary access, which may not be full access, may be permitted opposing the existing driveway at 812 S 3rd St. Existing driveway for single family residence, near future intersection, shall be eliminated with development.



- Legend**
- Potential Right-of-Way Only
 - Planned Full Access
 - Existing or Planned Joint Access Location
 - Planned Single, Joint or Shared Residential Driveway Access
 - Planned Elimination of Residential Driveway Access
 - Future Signal Location
 - Future access is not permitted in these locations (All Lane St drive, access not permitted / identified / dependent with laneing, parallel)
- Zoning Districts**
- R-1 Single Family Detached Residential District
 - R-2 One & Two Family Residential District
 - R-3 Multiple Family Residential District
 - C-1 Central Business District
 - C-2 Commercial District
 - U-1 Public Utility District
- Other**
- Future Right-of-Way
 - Right-of-Way
 - Parcels

3RD STREET ACCESS MANAGEMENT PLAN
Grimes Street to Southside Drive

Draft 2 for P&Z Review
11-17-2014



Mission

Our mission as a City is to provide friendly, excellent, affordable municipal and utility services. The responsibility of sustaining an environmentally friendly, growing city environment through nurturing neighborhoods is our high priority. We always act with honesty and integrity to achieve our goals. The City strives to meet or exceed the community's expectation of economic, environmental, and social needs through a fiscally responsible and open City government.

City of Polk City
Summer Recreation Committee Meeting
November 17, 2014

The Committee consisted of Jeff Walters, Audrey Bell, Tami McCoy, Terri Keasey, and Deb Nabity.

They met with the objective of addressing concerns from the 2014 summer recreation program and to seek guidance for the 2015 program.

Summer Recreation Enrollment Deadlines

The committee discussed the issues we have had in previous years with late enrollments. Their recommendation is that the following enrollment deadlines be established and adhered to.

- | | |
|---------------|---|
| March 1, 2015 | Enrollment and advertising for the program begins no later than March 1, 2015. |
| May 1, 2015 | Applications must be postmarked or delivered to City Hall by this date in order to get early enrollment rate. |
| May 2, 2015 | Applications received between May 2, 2015 and May 15, 2015 will be charged an additional late enrollment fee. |
| May 16, 2015 | Applications received on May 16, 2015 or later will be rejected. |

The committee emphasized the need to get the advertising out there on Facebook, Twitter, on the Polk City website, in the School Electronic Newsletter, on the Polk City sign and in the Polk City Square Newsletter. The goal is to have the advertising out to the public by March 1, 2015 to enable them to enroll early.

By adhering to these deadlines we will enable the Summer Recreation Director, Terri Keasey to do a better job planning the events. This will give Terri time to hire any additional staff if needed.

Summer Recreation Fee Structure

The consensus was that we needed to raise fees and the committee is recommending a \$15.00 fee increase for both residents and non-residents. The following is the recommended fee structure for the Summer Recreation Program:

	Resident	Non-Resident
Enrollment between March 1, 2015 and May 1, 2015	\$125.00	\$180.00
Enrollment between May 2, 2015 and May 15, 2015	\$150.00	\$205.00

The committee is also recommending all enrollment fees be non-refundable. This was due to the fact we had people enrolling and then dropping out because they found another activity they wanted their child to participate in. It was recommended to add a disclaimer to the form for parents to check off on the non-refundable fees.

Scholarships based on financial need will be available for anyone who is unable to pay the fees. Information on applying for the scholarship will be included on the application.

Summer Recreation Programing

The recommendation was made that the Summer Recreation Program be structured so they utilize busses on two days each week. One day would be devoted to swimming, one for an away activity and one for in town activities.

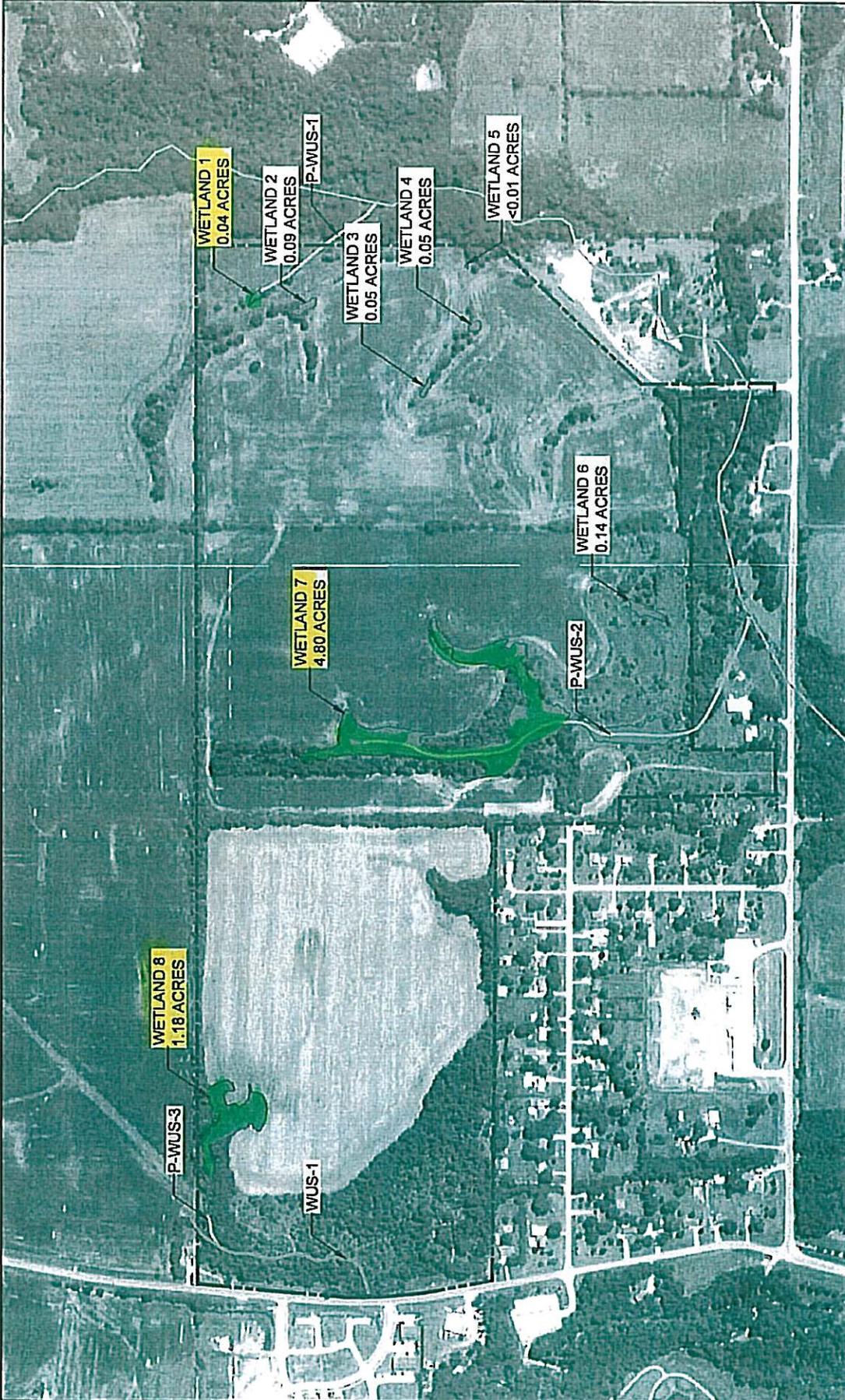
Terri Keasey recommended that the location be changed to the Sports Complex. This new location would give them good restroom facilities and a large area to do activities on those days they stay in Polk City. The committee was agreeable to the recommendations.

Art Camp

Art Camp fees will continue at the same rate as in the prior year i.e. \$45.00.

Swim Lessons

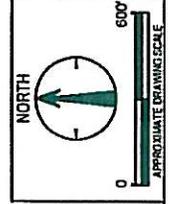
Swim Lessons fees will be set when we know what the cost will be from Johnston. Committee is recommending the city raise transportation fees to the swim lessons from \$10.00 to \$15.00.



LEGEND

----- PROJECT BOUNDARY

Jurisdictional Wetlands
are highlighted in yellow.



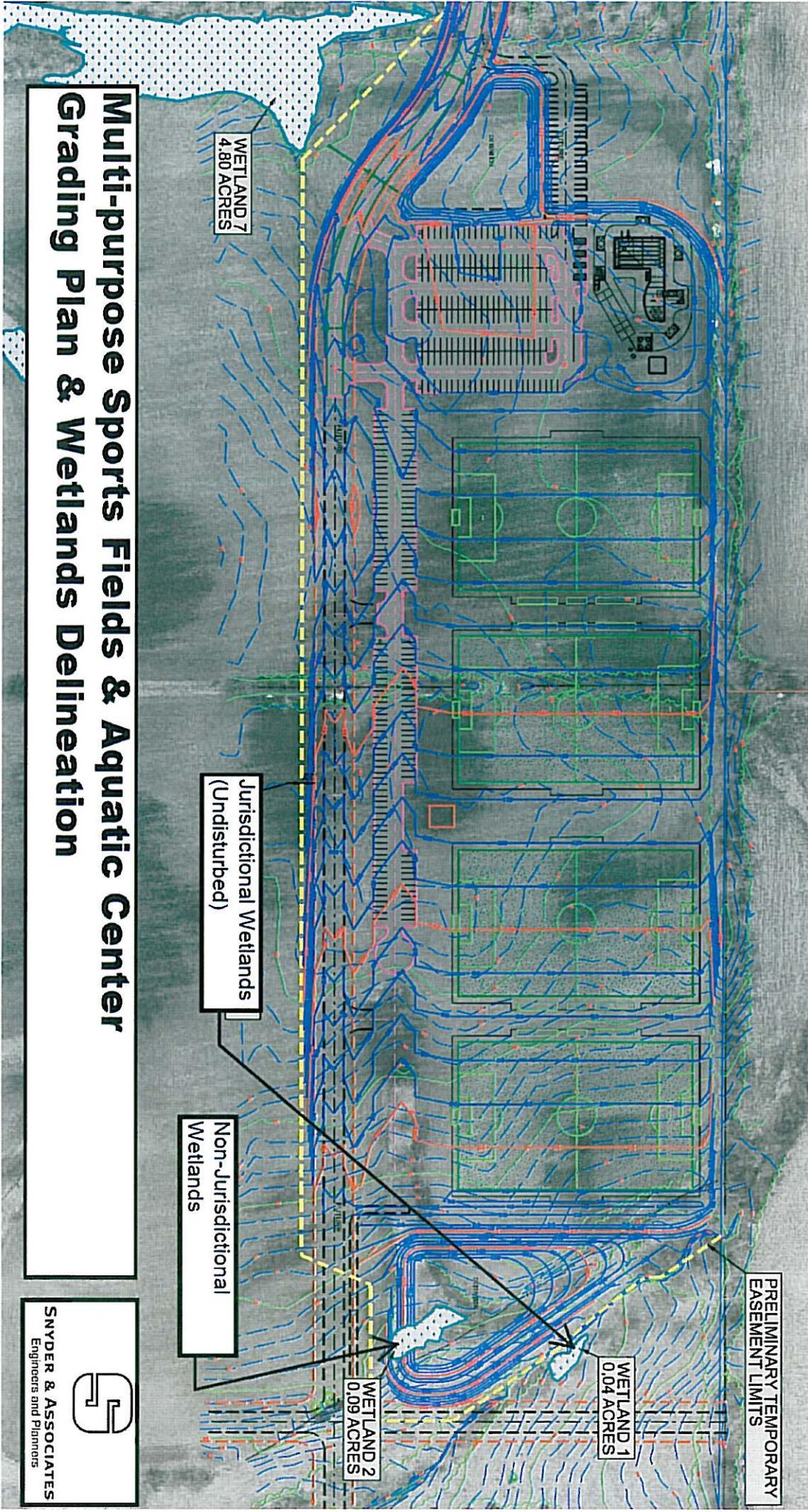
Project No.	08097052	Date:	08/18/09
Project Name:	ESM	Drawn By:	ESM
Client Name:	08097052-01.DWG		
Figure Name:	FIGURE 4		

Terracon
Consulting Engineers and Scientists
825 SW 7th Street
Polk, IA 52242
PH: (515) 744-3184
DES MOINES, IOWA 50309
FAX: (515) 744-5298

WETLAND DELINEATION MAP
BIG CREEK TECHNOLOGY CAMPUS ROAD
NEAR VISTA LAKE COURT AND NORTH 3RD STREET
POLK CITY, IOWA

FIG. No.
4

AERIAL PHOTO FROM IOWA GEOGRAPHIC MAP SERVER MAINTAINED BY IOWA STATE UNIVERSITY AND IIT - <http://gisdata.gis.iastate.edu/mip/Items.html>



**Multi-purpose Sports Fields & Aquatic Center
Grading Plan & Wetlands Delineation**

PRELIMINARY TEMPORARY
EASEMENT LIMITS

WETLAND 1
0.04 ACRES

WETLAND 2
0.09 ACRES

WETLAND 7
4.80 ACRES

Jurisdictional Wetlands
(Undisturbed)

Non-Jurisdictional
Wetlands

SNYDER & ASSOCIATES
Engineers and Planners





DEPARTMENT OF THE ARMY
ROCK ISLAND DISTRICT, CORPS OF ENGINEERS
CLOCK TOWER BUILDING - P.O. BOX 2004
ROCK ISLAND, ILLINOIS 61204-2004

REPLY TO
ATTENTION OF

<http://www.mvr.usace.army.mil>

December 3, 2009

RECEIVED

DEC 07 2009

CITY OF POLK CITY

Operations Division

SUBJECT: CEMVR-OD-P-2009-812

Mr. Gary Mahannah
City Administrator
112 3rd Street
Post Office Box 426
Polk City, Iowa 50226

Dear Mr. Mahannah:

Our office reviewed your application dated June 15, 2009 and a wetland delineation completed by Terracon on September 2, 2009 concerning the proposed Big Creek Technology Campus in Section 31, Township 81 North, Range 24 West and Section 36, Township 81 North, Range 25 West, Polk County, Iowa.

Your project is covered under Nationwide Permit No. 39, as published in the Enclosed Fact Sheet No. 6(LA), provided you meet the Special Conditions below and the permit conditions for the nationwide permits which are also included in the Fact Sheet. The Corps has also made a determination of no impact on federally threatened and endangered species or critical habitat. The Iowa Department of Natural Resources (IADNR) has also issued Section 401 Water Quality Certification for this nationwide permit. The decision regarding this action is based on information found in the administrative record, which documents the District's decision-making process, the basis for the decision, and the final decision.

SPECIAL CONDITIONS

- 1) There will be no impacts to Wetland 8. Wetland 8 was identified in Terracons' September 2, 2009 wetland delineation report. The City of Polk City will be the holder of the conservation easement executed on December 1, 2009. This document must be filed with Polk County.
- 2) There will be no additional development outside of the new permit area as defined in the November 23, 2009 letter to the State Historic Preservation Officer. When the remainder of the property is to be developed, the Corps will receive a complete submittal to include;
 - a. A Phase 1 report for the remainder of the property.
 - b. A wetland mitigation plan (if greater than 1/10th of an acre of wetland will be impacted).
 - c. Plans for the remainder of the site.
- 3) When construction commences on this phase of the project, Wetland 8 will be clearly marked with signs and flagging so that no construction activities take place in the wetland.
- 4) If impacts to Wetland 8 occur, we will consider this a violation of the permit conditions and you will be required to immediately restore the area.

- 5) You are encouraged to conduct your construction activities during a period of low flow. You are required to remove all fill material used as a temporary crossing or coffer dam to an upland, non-wetland site, to seed all disturbed areas with native grasses, and to implement appropriate measures to insure that sediments are not introduced into waters of the United States during construction of this project.

This verification is valid for two years from the date of this letter, unless the nationwide permit is modified, reissued or revoked. It is your responsibility to remain informed of changes to the nationwide permit program. We will issue a public notice announcing any changes if and when they occur. Furthermore, if you commence or are under contract to commence this activity before the date the nationwide permit is modified or revoked, you will have twelve months from this date to complete your activity under the present terms and conditions of this nationwide permit.

Although an individual Department of the Army permit will not be required for this project, this does not eliminate the requirement that you must still acquire other applicable federal, state and local permits. If you have not already coordinated your project with the IADNR, please contact Mr. Kelly Stone in writing or telephone 515/281-8693 to determine if a floodplain development permit is required for your project. You should also contact the Manager, of the IADNR Sovereign Lands Division in writing or telephone 515/281-8967 to determine if a sovereign lands construction permit is required or if this project may adversely impact Iowa threatened or endangered species or their habitat.

You are required to complete and return the enclosed "Completed Work Certification" upon completion of your project in accordance with General Condition No. 26 of the nationwide permits.

According to the wetland delineation sent by Terracon, there were approximately 0.34 acres of isolated wetlands on the property. We concurred with their delineation and Wetlands 2, 3, 4, 5 and 6 will not be regulated. Wetlands 1, 7 and 8 will be regulated and any impacts greater than $1/10^{\text{th}}$ of an acre will require wetland mitigation. In addition, all tributaries shown on the delineation were also deemed jurisdictional.

This letter contains an approved jurisdictional determination for the entire project site. If you object to this jurisdictional determination, you may request an administrative appeal under Corps regulations found at 33 CFR Part 331. Enclosed is a Notification of Appeal Process (NAP) fact sheet and Request for Appeal (RFA) form. If you request to appeal this approved jurisdictional determination, you must submit a completed RFA form to the Mississippi Valley Division Office at the following address:

Mr. James B. Wiseman, Jr.
Administrative Appeals Officer
U.S. Army Corps of Engineers
Mississippi Valley Division
ATTN: CEMVD-PD-KM
Post Office Box 80
Vicksburg, Mississippi 39181-0080

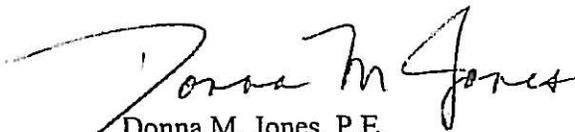
In order for an RFA to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR Part 331.5, and that it has been received by the Division Office within 60 days of the date of the NAP. Should you decide to submit an RFA form, it must be received at the above address by February 1, 2009.

It is not necessary to submit an RFA form to the Division Office if you do not object to the approved jurisdictional determination contained in this letter.

The Rock Island District Regulatory Branch is committed to providing quality and timely service to our customers. In an effort to improve customer service, please take a moment to complete the attached postcard and return it or go to our Customer Service Survey found on our web site at <http://per2.nwp.usace.army.mil/survey.html>. (Be sure to select "Rock Island District" under the area entitled: Which Corps office did you deal with?).

Should you have any questions, please contact our Regulatory Branch by letter, or telephone Mr. Albert Frohlich at 309/794-5859.

Sincerely,



Donna M. Jones, P.E.
Chief, Enforcement Section
Regulatory Branch

When the structure or work authorized by this nationwide permit are still in existence at the time the property is transferred, the terms and conditions of this nationwide permit are still in existence at the time the property is transferred, the terms and conditions, will continue to be binding on the new owner(s), of the property. To validate the transfer of this nationwide permit and the associated liabilities associated with compliance with its terms and conditions, have the transferee sign and date below.

Transferee

Date

Enclosures

Copies Furnished: (w/o enclosures)

Ms. Christine Schwake
Iowa Department of Natural Resources
Water Resources Section-Water Quality
Wallace State Office Building
502 East 9th Street
Des Moines, Iowa 50319-0034

2013-2014 REWIND REPORT



SUCCESSES & ACCOLADES

- Exceeded all 2013-2014 fiscal year goals – revenues, inquiries, web visits, budget and event (conventions and sports) bookings.
- The Polk City Council voted to join the Greater Des Moines Convention and Visitors Bureau, making it the 14th municipality represented.
- Des Moines was named a Top Place to Watch in 2014 by *Sports Event Magazine's* Reader's Choice Awards.
- Launched the Catch Champions campaign engaging locals to help bring events to Greater Des Moines.
- Launched Catch-tributors, a team of social media contributors, a blog called CAUGHT! and an Instagram account.
- Created catchdesmoinesculture.com and ran an extensive advertising campaign to promote Greater Des Moines as an arts and culture hub to this niche audience.
- Vicki Comegys and Katie Fencel both earned their CSSEE designation.

ECONOMIC IMPACT
\$135.6 million

FOR EVERY \$1 OF
 HOTEL/MOTEL TAX RECEIVED,
\$34.11 IS RETURNED
 TO THE LOCAL ECONOMY

TRAVEL EXPENDITURES

Polk and Dallas Counties caught more than one quarter of the \$7.75 billion in statewide travel-generated economic impact in 2013, according to the Iowa Economic Development Authority's County Impact Study released September 2014.

POLK COUNTY

\$1.8 billion

DALLAS COUNTY

\$178 million

TOTAL

\$1.978 billion

JOBS SUPPORTED BY VISITOR SPENDING

17,650 (Polk & Dallas Counties)

FUTURE EVENT BOOKINGS



“CITYWIDE” NEW DEFINITES

800+ rooms on peak night

Conventions - 3

Sports - 13



MULTI-PROPERTY NEW DEFINITES

Between 250-799 rooms on peak night

Conventions - 24

Sports - 14



SINGLE PROPERTY NEW DEFINITES

249 or under rooms on peak night

Conventions - 154

Sports - 46

GREATER DES MOINES CONVENTION & VISITORS BUREAU
 DES MOINES AREA SPORTS COMMISSION

SIGNIFICANT BOOKINGS

- NCAA Div. I Women's Volleyball Regional Championship – 2015
- NJCAA National Wrestling Championships – 2015
- Wizard World Comic-Con – 2015
- Pheasants Forever National Pheasant Fest & Quail Classic – 2015
- Medicaid Enterprise Systems – 2015
- American Cheese Society – 2016
- LPGA Solheim Cup – 2017
- American Truck Historical Society Annual Convention – 2017
- Kennedy Center American College Theatre Festival – 2017 & 2018
- AAU Junior Olympic Games – 2018 & 2023

MARKETING HIGHLIGHTS

PROSPECTIVE VISITOR INQUIRIES

768,947

New, potential visitors inquiring about Greater Des Moines through the website or social media, in response to print and digital advertisements or by signing up for an e-newsletter



NEW SOCIAL MEDIA FANS

5,061



MARKETING PARTNERS

836 • 95% retention rate

IN-KIND MEDIA/ADDED VALUE

\$472,514.81

MEDIA STORIES

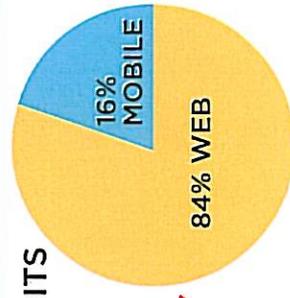
197 pitched | 186 secured

23 national, regional or trade publications

UNIQUE WEBSITE VISITS

721,606 total

171% increase from 2012-2013



CATCH DES MOINES CULTURE

Catch Des Moines Culture was launched to expose visitors and locals alike to Greater Des Moines' arts and culture scene. The project included a new website, an expansion of the community calendar, a comprehensive regional ad campaign targeting arts and culture enthusiasts in Kansas City and a new arts and culture e-newsletter. The collaborative effort behind this initiative has exposed and shared Greater Des Moines' incredibly rich arts and culture vibe.



Overall Tonnage | This table tracks monthly tonnage for all participating communities and compares it to the prior year.

FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
14-15	2,367.4	2,231.4	2,345.0	2,387.7									9,331.5
13-14	2,191.9	2,211.9	2,014.6	2,229.1	2,147.2	2,496.7	2,433.2	1,750.4	2,082.3	2,371.9	2,499.1	2,336.9	26,765.2
12-13	2,011.9	2,340.2	1,905.7	2,166.8	2,404.7	2,206.6	2,309.4	1,721.0	1,930.4	2,279.8	2,478.4	2,118.7	25,873.6
11-12	2,010.9	2,263.2	2,123.6	1,976.6	2,362.9	2,523.7	2,239.4	1,742.1	1,958.6	2,140.6	2,309.2	2,124.7	25,775.2
10-11	2,212.6	2,361.7	2,253.9	2,107.7	2,332.4	2,645.3	2,164.9	1,868.9	2,239.7	2,185.8	2,273.8	2,370.2	27,016.9
09-10	2,232.7	2,187.7	2,035.1	2,219.1	2,150.3	2,517.2	2,031.5	1,736.3	2,338.2	2,366.4	2,128.1	2,414.0	26,356.6
08-09	2,010.4	1,708.5	1,730.6	2,341.0	2,075.6	2,140.0	2,156.0	1,686.1	1,743.8	2,097.9	1,906.0	1,753.5	23,348.9

Year-to-Year | See how each city changed from the same month last year.

October	Participation (%)		Avg. Lbs./Home	
	2013	2014	2013	2014
Alleman	61.64%	70.78%	20.56	16.77
Altoona	71.31%	55.54%	18.64	19.50
Ankeny	69.51%	71.84%	20.46	19.23
Bondurant	57.21%	80.59%	14.43	14.63
Carlisle	72.33%	77.96%	18.02	18.79
Clive	98.63%	76.58%	20.95	22.32
Des Moines	74.38%	65.30%	18.40	19.14
Elkhart	69.68%	48.89%	21.14	20.27
Grimes	80.11%	88.94%	19.00	17.94
Hartford	66.79%	35.91%	8.78	15.38
Johnston	86.74%	67.76%	20.14	21.17
Mingo	56.25%	36.52%	14.44	15.00
Mitchellville	74.21%	65.93%	16.02	18.47
Norwalk	76.57%	54.07%	19.31	18.03
Pleasant Hill	82.23%	73.91%	18.23	18.90
Polk City	64.55%	50.55%	20.40	23.06
Polk Co. (Unincorp.)	65.72%	45.30%	19.75	19.39
Prairie City	80.14%	68.16%	16.16	20.38
Runnells	85.37%	66.25%	20.00	20.88
Urbandale	78.50%	82.63%	20.35	20.34
West Des Moines	80.15%	82.13%	21.09	20.42
Windsor Heights	84.34%	71.10%	18.46	21.03

City Rankings | See how communities are recycling compared to the others in the metro.

Participation		Average Lbs./Home	
Grimes	88.94%	Polk City (2)	23.06
Urbandale (2)	82.63%	Clive (1)	22.32
West Des Moines (3)	82.13%	Johnston	21.17
Bondurant	80.59%	Windsor Heights	21.03
Carlisle	77.96%	Runnells	20.88
Clive (1)	76.58%	West Des Moines (3)	20.42
Pleasant Hill	73.91%	Prairie City	20.38
Ankeny	71.84%	Urbandale	20.34
Windsor Heights	71.10%	Elkhart	20.27
Alleman	70.78%	Altoona	19.50
Prairie City	68.16%	Polk Co. (Unincorp.)	19.39
Johnston	67.76%	Ankeny	19.23
Runnells	66.25%	Des Moines	19.14
Mitchellville	65.93%	Pleasant Hill	18.90
Des Moines	65.30%	Carlisle	18.79
Altoona	55.54%	Mitchellville	18.47
Norwalk	54.07%	Norwalk	18.03
Polk City	50.55%	Grimes	17.94
Elkhart	48.89%	Alleman	16.77
Polk Co. (Unincorp.)	45.30%	Hartford	15.38
Mingo	36.52%	Mingo	15.00
Hartford	35.91%	Bondurant	14.63

LAST MONTH'S FRONT RUNNERS – Last month's top three rankings are noted in red. Highest participation: Clive, Urbandale and West Des Moines. Highest pounds per home: Clive, Polk City and West Des Moines.

UNDERSTANDING THE STATS

Participation tracks how many carts are at the curb every other week.



Average Lbs./Home is the total tons collected by city, then divided by the participating homes in the community.

