

CITY OF POLK CITY

Notice of Meeting

Polk City

January 12, 2015 | 6:30 pm

City Hall - Council Chambers

Tentative Meeting Agenda

- I. Call to order
- II. Roll call
- III. Approval of agenda
- IV. Audience: Items not on the agenda will be discussed at this time.
- V. Consent Items:|Page 3
 - a) Approval of the Council meeting minutes for December 8, 2014.
 - b) Receive and file the Library Board meeting minutes for September 9, 2014.
 - c) Receive and file the Planning and Zoning meeting minutes for December 15, 2014.
 - d) Approval of the Claims Statements for December 22, 2014 & January 12, 2015.
 - e) Approval of the 2015 Polk City Appointments by the Mayor and City Council.
 - f) Approval of the Clean Up Day for May 2, 2015 & authorizing Midwest Recovery to collect recycle items.
 - g) Approval of the New Wellness Policy.
- VI. New Business.....|Page 24
 - a) Approval of Resolution 2015 – 01 for the Jester Business Group’s Tax Abatement.
 - b) Approval of Resolution 2015 – 02 naming U.S. Bank as the City of Polk City’s Depository.
 - c) Approval of Resolution 2015 – 03 for the November Snyder & Associates invoice for \$22,811.86.
 - d) Approval of Resolution 2015 – 04 to accept the Public Improvements for Lost Lakes Estate Plat 1.
 - e) Approval of Resolution 2015 – 05 amend the boundaries for the Corporate Limits of The City of Polk City.
 - f) Approval of the Engineering Services Agreement with Snyder & Associates of the Polk City Comprehensive Plan for \$38,889.00.
 - g) Approval of the first reading of Ordinance 2015 – 100 amending Chapter 65, Stop or Yield Required and Chapter 69 Parking Regulations.
 - h) Approval of the first reading of Ordinance 2015-200 adopting a Restated Official Zoning Map for the City of Polk City, IA.
 - i) Consideration to waive 2nd and 3rd reading.
- VII. Mayor’s Report.....|Page 56
- VIII. Council Report.....|Page 57
 - a) Dave Dvorak
 - b) Jeff Walters
 - c) Rob Mordini
 - d) Ron Anderson
 - j) Dan Lane
- IX. Council Discussion.....|Page 58

X. City Administrator Reports.....|Page 59

XI. City Reports.....|Page 60

- a) Attorney’s Report
- b) Engineer’s Report
- c) Public Works Report
- d) Information Technology Report
- e) Library Report
- f) Police Department Report
- g) Fire Department Report
- h) Citizen Liaison Report

XII. Adjournment – Next meeting January 26, 2015

ISSUE: APPROVAL OF CONSENT ITEMS

VOTE: Consider approval of the consent items.

BACKGROUND:

- a) Approval of the Council meeting minutes for December 8, 2014.
- b) Receive and file the Library Board meeting minutes for September 9, & December 9, 2014.
- c) Receive and file the Planning and Zoning meeting minutes for December 15, 2014.
- d) Approval of the Financial and Claims Statements for December 22, 2014 & January 12, 2015.
- e) Approval of the 2015 Polk City Appointments by the Mayor and City Council.
- f) Approval of the Clean Up Day for May 2, 2015 & authorizing Midwest Recovery to collect recycle items.
- g) Approval of the New Wellness Policy

The consent items are enclosed on the following pages.

RECOMMENDATION:

Approve the consent items of January 12, 2015.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@polkcity.org;
(515) 984-6233.

MEETING MINUTES
The City of Polk City
City Council
6:30 p.m., Monday, December 8, 2014
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on December 8, 2014. Before the meeting, staff emailed agenda packets to the City Council and posted the agenda at the City Hall office at 4:00 p.m., December 4, 2014. **In addition to these published tentative minutes, there also may be additional meeting notes on file with the Polk City staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

City Council Members Present:

Jason Morse | Mayor
Jeff Walters | Pro Tem
Dave Dvorak | City Council
Dan Lane | City Council
Ron Anderson | City Council

Council Members Absent:

Rob Mordini | City Council

Staff Members Present:

Gary Mahannah | City Administrator
Deb Nabity | Finance Officer
Jennifer Ratcliff | City Clerk
Jake Schreier | Technology Director
Dan Gubbins | Fire Chief
Mark Bowersox | Police Chief
Mike Schulte | Public Works Director
Amy Beattie | City Attorney
Kathleen Connor | City Engineering Representative

1. **Perfect the Agenda** | Mayor Morse called the December 8, 2014 to order at 6:30 p.m.

MOTION: A motion was made by Anderson and seconded by Dvorak to approve the perfection of the agenda.

MOTION CARRIED UNANIMOUSLY

2. **Audience Items** | No discussion on item 2.
3. **Consent Agenda Items**

MOTION: A motion was made by Lane and seconded by Anderson to approve the December 8, 2014, consent agenda items.

- o Approve the Council Minutes of November 24, 2014;
- o Approve Claims of November 8, 2014;
- o Receive and File Department Head Reports of December 2014; Building Permits, Police, Fire, and Water Departments;
- o Approve of the Financial Reports of November 2014;
- o Approve Resolution No. 2014-112 Metro Waste Authority Appointments;
- o Approve Wastewater Reclamation Authority (WRA) Appointments of Gary Mahannah as primary and Deb Nabity as alternate;
- o Approve Des Moines Area Metropolitan Planning Organization (DMAMPO) Appointments of Gary Mahannah as primary and Jennifer Ratcliff as alternate; and Transportation Technical Committee (TTC) Appointments of Dennis Dietz as primary and Jennifer Ratcliff as alternate;
- o Receive and File Parks Commission Minutes of December 1, 2014;
- o Approve the Summer Recreation Committee recommendations with the addition of creating a waiting list;
- o Approve of the hiring of Taylor Young to the Polk City Fire Department; Grade Scale 4 | Step 2 \$12.18 hr.;
- o Approve the promotion of Jason Custforth to Fire Marshal, Craig VerHuel to Lieutenant, and Brian Hanson to Lieutenant/Chief Engineer, Grade Scale 6 | Step 2 \$15.19 hr.;
- o Approve the 2015 Officers for the Polk City Fire Department; and,
- o Approve the motion to authorize the City Attorney to execute the Title Clearing the Affidavit regarding Lot. 27 in the Tournament Club Townhouse.

MOTION CARRIED UNANIMOUSLY

4. Snyder & Associates Invoice

MOTION: A motion was made by Anderson and seconded by Lane to approve the 2014-113 Resolution for the Snyder & Associate October invoice in the amount of \$18,628.10.

**Walters – Abstained
Dvorak, Lane, and Anderson - Ayes
MOTION CARRIED**

5. 28E Agreement between Polk City and the Des Moines Metropolitan Wastewater Reclamation Authority

MOTION: A motion was made by Walters and seconded by Lane to approve the 2014-114 Resolution for the Chapter 28E Agreement between Polk City and the Des Moines Metropolitan Wastewater Reclamation Authority (WRA). The agreement between Polk City and WRA, outlines the duties, maintenance, and responsibilities of both parties in regards to the Rock Creek Sanitary Sewer.

MOTION CARRIED UNANIMOUSLY

6. Completion of Public Improvements in Connection with Lost Lake Estates Plat 1

MOTION: A motion was made by Lane and seconded by Walters to approve the 2014-115 Resolution accepting the Completion of the Public Improvements in connection with Lost Lake Estates, Plat 1, and the releasing of the developers security check. Resolution authorizes staff to release security check after punch-list items are complete.

MOTION CARRIED UNANIMOUSLY

7. Comprehensive Plan

MOTION: A motion was made by Lane and seconded by Dvorak to approve Snyder & Associates as the firm to complete the Polk City's Comprehensive Plan.

**Walters – Abstained
Dvorak, Lane, and Anderson - Ayes
MOTION CARRIED**

8. Amending Chapter 65; Stop or Yield Required and Consideration to Waive the 2nd and 3rd Reading

MOTION: A motion was made by Walters and seconded by Anderson to approve the 1st reading of Ordinance No. 2014-2000 amending Chapter 65; Stop or Yield required.

MOTION CARRIED UNANIMOUSLY

8 A. Consideration to Waive the 2nd and 3rd Reading of the Chapter 65; Stop or Yield Required

MOTION: A motion was made by Lane and seconded by Dvorak in consideration to waive the 2nd and 3rd reading.

MOTION CARRIED UNANIMOUSLY

9. US Bank as Polk City's Credit Card Processor

MOTION: A motion was made by Dvorak and seconded by Lane to approve US Bank as Polk City's Credit Card Processor.

MOTION CARRIED UNANIMOUSLY

10. Ken Thornton Council Liaison Report

No Discussion on item 10.

11. City Attorney's Report

No Discussion on item 11.

12. City Engineer's Report

No Discussion on item 12.

13. Mayor's Report

Discussion on item 13. Square Lighting and 2014 Department Accomplishments.

14. Public Works Report

Discussion on item 14. Recycling Area, Check Point Review and Snow Removal.

15. Technology Report

Discussion on item 15. Square Lighting and Phone Installation.

16. Library Report

No Discussion on item 16.

17. Fire Department Report

Discussion on item 17. New Candidates for Open Positions; and Collaboration with other Communities

18. Police Department

No Discussion on item 18.

19. Council Discussion

Discussion on item 19. To thank the Polk City Fire Department and Surrounding Communities, and Public Works.

20. Next Meeting Date - January 12, 2015.

21. Adjournment - 7:10 p.m.

Jennifer Ratcliff – Tentative City Clerk

Jason Morse, Mayor

Minutes of the Meeting of
The Polk City Community Library Board
September 9, 2014

The Meeting was called to Order by President Mike Miller at 6:34 p.m.

Board Members Present: Maureen McGuire, Corey Hodder; Mike Miller and Bob Wright.

Board Members Absent: Kathy DeBruyn

Library Director Present: Kim Kellog

City Council Liaison Present: Dan Lane

Approval of Agenda: Upon a Motion properly made and seconded, it was voted unanimously to approve the Agenda for this Meeting.

Approval of Meeting Minutes dated August 12, 2014: Upon a Motion properly made and seconded it was voted unanimously to approve said Minutes as presented.

Director's Report:

1. Kim reported that Dan, our recently hired part-time Librarian had just today submitted his resignation, and that September 22 would be his last day.

She stated that she had quickly advertised this position on line and in the most recent issue of The Bullseye.

Kim noted that only Pam and she would be available this fall in the hours necessary to keep the Library open on its regular schedule, and requested the Board's consideration in approving additional overtime hours.

Upon a Motion properly made and seconded, it was voted unanimously to approve any additional overtime hours required to keep the Library open at its regular schedule.

Board Members Maureen McGuire offered to come in and help staff the Library on an as needed basis.

Kim then noted that although the Youth Librarian's position was also currently vacant, but filling the part-time Librarian's position was most important now.

Upon a Motion properly made and seconded, it was voted unanimously to authorize the Library Director to hire a Part-time Librarian as soon as possible, with necessary and appropriate background checks.

City Liaison Report.

1. Councilman Dan Lane that it had been necessary to rebid the Washington and Booth Street Projects, and that construction on said projects would begin next spring.
2. He stated that the Council had rejected the recent Waste Management bids.
3. Councilman Lane reported that the city would issue \$1.7 Million in bonds for the Wastewater Reclamation Authority, which would extend the new sewer lines from Polk City to a tap-in point in Ankeny.

Issuing said bonds, he said, would save the City nearly \$1 Million in interest.

4. It was also noted that Sharon, the longtime Polk City Clerk, was retiring as of December 24, 2014.
5. It was also reported that a Special Polk City Census would be conducted at a cost of \$109,00.00 over 19 months, which should then enable the city to realize an additional \$5,000.00 per month for 40 months in road use tax.

New Business

1. Library Director Kim requested Councilman Lane to inquire at the Special City Council Meeting on September 20, 2014, as to the procedure to begin planning for a building expansion for the Library.

2. Kim presented the September work schedule, referring again to Dan's last day on September 22, 2014.

3. Kim presented the Library's expenditures for August.

Dress Code Policy

Discussions were held and revisions were made to the Dress Code Policy for Library Personnel.

Upon a Motion properly made and seconded it was voted to approve and adopt said Dress Code Policy as revised.

Old Business

None

Upon a Motion properly made and seconded, it was voted to adjourn the Meeting at 7:22 p.m.

Respectfully submitted,

Robert G. Wright, Acting Secretary

Planning and Zoning Commission
Regular Meeting
December 15, 2014

The Planning and Zoning Commission for the City of Polk City met in regular session on December 15, 2014. Present were, James Hill, Dennis Dietz, Deanna Triplett, Krista Bowersox, Rob Sarchet, and Ron Hankins. With Doug Sires being absent. Also, present were Assistant Administrator Deb Nabity, Engineering Representative Kathleen Connor. With City Administrator Gary Mahannah and Council Liaison Ron Anderson being absent, Chairperson Sarchet called the meeting to order at 6:02pm.

No audience

Upon a motion by Bowersox, second by Hankins the commission voted vocally and unanimously to approve the minutes of November 17, 2014.

Engineering Representative Connor reported to the commission on the Comprehensive Plan for Polk City which Snyder and Associates have been awarded the contract for.

Connor explained to the commission that they would act as the steering committee for plan. The Comprehensive Planning would become part of the regular meeting agenda every month, these items will be placed at the end of the agenda, so that regular business items can be handled first. There will be focus items on the agenda in the months to come.

Connor went over the different outreach staff that will be involved in the Committee. She also went over the tentative schedule of the committee and discussed various branding ideas. Which will be discuss at greater length at the January meeting.

No Staff report

Following the commission's policy, the committee elected the following commission members as follows.

Upon a motion by Hankins, second by Bowersox the commission voted vocally and unanimously to elect James Hill chairperson for 2015.

Upon a motion by Hankins, second by Dietz, the commission voted vocally and unanimously to elect Deanna Triplett chairperson pro-tem for 2015.

Upon a motion by Triplett, second by Dietz the commission voted vocally and unanimously to adjourn at 6:51am.

Charlotte A Loter, CMC
Deputy City Clerk

CLAIMS REPORT

The City of Polk City

For 1/12/2015

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
FD	440-PRAXAIR DISTR. INC.	Oxygen	\$184.87
LB	AMAZON	LIBRARY BOOKS & SUPPLIES	\$923.70
PW	ARDICK EQUIPMENT CO.	SIGNS	\$435.65
PW	ARIC SHARP	Water Deposit Refund	\$87.00
PW	Beller Distributing LLC	Fuel Treatment	\$302.32
CH	BOULDERS INN	Refund Check	\$1,395.89
CH	BRICK LAW FIRM	LEGAL SERVICES	\$735.00
FD	C F I	Tire Change Out	\$1,141.74
FD	Central Iowa EMS Dir. Ass.	Refresher Course	\$200.00
CH	CENTURY LINK	PHONE SERVICE	\$24.35
FD	City of Ankeny	Change of Quarters	\$50.00
FD	CITY OF ANKENY AMBULANCE	Paramedic Tier	\$400.00
ALL	COVENTRY HEALTH & LIFE CO	HEALTH INSURANCE	17,996.40
CH FD	Crystal Clear Water Co	PURCHASED WATER	\$46.00
CH	DEB NABITY	Mileage for Capital Crossroads	\$81.65
PW	DES MOINES METAL FABRICATING	Supples for Benches	\$94.80
PW	Des Moines Water Works	PURCHASED WATER	\$15,426.99
PD PW	Dewey Ford	VEHICLE REPAIRS & MAINTENANCE	\$2,925.90
PD	DUSTIN G. BJORNSON	Youth Payment Tabacco Compl	\$100.00
FD	EMSLRC	CEH Course	\$40.00
FD	FIREHOUSE SOFTWARE	SUPPORT CONTRACT RENEWAL	\$360.00
FD	Fire Service Training Bureau	Certification Fees	\$200.00
ALL	FIRST BANK	CITY CREDIT CARDS	4,734.43
PW	GNA TRUCKING LLC	TRUCKING SERVICES	\$4,250.00
PD	Graham Tire Ankeny Inc	VEHICLE REPAIRS	\$398.10
PW	GRAINGER INC.	Signing	\$163.80
PW	Gurnsey Electric Co	Phone Jack for PD	\$594.70
PW	HAWKINS INC	Chemical Check Values	\$454.86
CH	I.M.F.O.A.	Annual Dues for Membership	\$55.00
CH	I.M.W.C.A.	WORKERS COMP INSURANCE	\$4,375.00
PD	IA DEPT OF TRANSPORTATION	VEHICLE INSPECTIONS	\$200.00
PW	JIM'S JOHNS	PORTABLE TOILET RENTAL	\$40.00
PW	JOHNSTONE SUPPLY	Replacement Parts	\$16.12
PW	KEYSTONE LABORATORIES INC.	WATER TESTING	\$8.00
CH LB	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$720.00
PD	Kustom Signals Inc	Radar Signing	\$7,500.00
PW	Lawson Products	PARTS, HARDWARE & SUPPLIES	\$1,000.54
CH	MARCO	Phone Installation	\$6,442.77
CH PD FD	MATT PARROTT & SONS CO.	OFFICE SUPPLIES	\$272.45
PW	METRO WASTE AUTHORITY	CURB IT RECYCLING	\$3,715.30
FD	MICHAEL KADUCE	EMS Instructor	\$100.00
CH	MICHAEL MUSFELDT	Water Deposit Refund	\$28.24
CH	MS. KLOSTERMANN	Water Depoist Refund	\$33.02
CH	POLK CITY CHAMBER OF COMMERCE	Membership Dues	\$110.00
PD	POLK CITY POLICE DEPT.	Police Services	\$100.00
CH	POLK COUNTY CONSERVATION BOARD	Jester Park Donation	\$2,500.00

PD FD	RACOM	Radio Installation	\$5,954.33
ALL	RELIANCE STANDARD LIFE INSURAN	LTD & STD Insurance	\$1,006.11
CH	ROBIN FLORES	Water Deposit Refund	\$89.60
PW	Safe Building Comp. & Tech	BUILDING INSPECTIONS	\$563.17
FD	Sandry Fire Supply L.L.C.	Fire Gear	\$5,494.93
PW	SANDYMAN SANDBLASTING	Sandblast Benches	\$525.00
CH	SHRM CYCLONE CHAPTER	Annual Subscriptions	\$75.00
CH	Slater Animal Hospital	ANIMAL CONTROL	\$91.00
ALL	Snyder & Associates	Engineering Fees	\$22,811.86
ALL	Sprint	PHONE/DATA SERVICES	\$411.89
CH FD PD	STAPLES CONTRACT & COMMERCIAL	Office Supplies	\$701.77
LB	STEVENS MEDIA IOWA	ADVERTISING STATEMENT	\$60.00
PD	T-MOBILE	PHONE SERVICE	\$54.75
CH	DES MOINES REGISTER	STATUTORY ADVERTISING	\$690.02
PW	Tractor Supply	Building Grounds Maint	\$29.99
ALL	TRANSAMERICA LIFE	Employee Benefits	\$162.76
CH	VERIZON WIRELESS	PHONE AND DATA PLAN	\$964.67
PD	WALMART COMMUNITY	Supplies for Vehicles	\$94.53
PW	WASTE MANAGEMENT OF IOWA	WASTE HAULING	\$552.07
PD PW	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$679.58
TOTAL			\$121,977.62

CLAIMS REPORT
The City of Polk City
BOARD APPROVED ALREADY

For | **12/22/2014**

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
	440-PRAXAIR DISTR. INC.	Oxygen	\$174.40
	ALAN HEBERER MED. DIR. ASSOCIA	Medical Contract	\$500.00
	ALBAUGH MCGOVERN POST 42	IOWA FLAGS	\$598.07
	Kent Altena	HARD DRIVE REPLACEMENT	\$35.92
	Amazon	LIBRARY BOOKS & SUPPLIES	\$923.70
	AMERICAN ALUMINUM SEATING, INC	BLEACHER SPORTS COMPLEX	\$2,234.00
	ARDICK EQUIPMENT CO.	SIGNS	\$1,638.25
	ARNOLD MOTOR SUPPLY	VEHICLE PARTS & SUPPLIES	\$1,162.98
	BRICK LAW FIRM	LEGAL SERVICES	\$4,726.67
	BULL'S EYE	Recruitment Ad	\$150.00
	CAPITAL CITY EQUIPMENT CO.	FILTERS FULL SERVICE	\$282.66
	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$32.21
	Carquest Auto Parts	VEHICLE REPAIR PARTS	\$226.53
	CASEY'S GENERAL STORE	Supplies	\$25.00
	CENTURY LINK	PHONE SERVICE	\$1,108.07
	Charlotte Loter	GCMOA Meeting	\$41.12
	Cintas First Aid & Safety D89	FIRST AID SUPPLIES	\$162.60
	COVENTRY HEALTH & LIFE CO	HEALTH INSURANCE	\$13,285.90
	Crystal Clear Water Co	PURCHASED WATER	\$68.50
	Curtis Rees	Tree Maint	\$3,850.00
	Dan Lane	Mileage	\$73.92
	DATA TECHNOLOGIES	ACCOUNTS PAYABLE ACH	\$5,754.24
	Des Moines Water Works	PURCHASED WATER	\$15,936.41
	Dewey Ford	VEHICLE REPAIRS & MAINTENANCE	\$1,901.30
	DUSTIN G. BJORNSON	Training and supplies	\$15.41
	ELECTRONIC ENGINEERING CO.	LICENSING FEE Q License	\$350.00

	FAREWAY	SUPPLIES	\$23.53
	Ferguson Waterworks	EQUIPMENT REPAIRS	\$19.50
	Fire Service Training Bureau	Testing	\$500.00
	Fort Dodge Steel	Right Of Ways	\$873.62
	Fraser Ambulance & Wheelchair	November Billing	\$750.00
	Gale/CENGAGE LEARNING	LIBRARY BOOKS	\$237.15
	Gary Heurtz	Milage	\$249.76
	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$15.00
	GNA TRUCKING LLC	TRUCKING SERVICES	\$522.16
	Gurnsey Electric Co	Building Repairs	\$3,036.49
	HAWKINS INC	BLEACH FOR WATER	\$495.75
	HYDRO-KLEAN INC.	UTILITY TRUCK SERVICE	\$16,972.26
	I.M.W.C.A.	WORKERS COMP INSURANCE	\$4,375.00
	IA DEPT OF TRANSPORTATION	VEHICLE INSPECTIONS	\$470.00
	ICMA MEMBER SERVICES	DUES	\$1,402.00
	Iowa Assn. of Mun. Utilities	IST AID/CPRIAED CARD	\$710.97
	Iowa League of Cities	City Clerks Finiance Officer	\$20.00
	IOWA LIBRARY ASSOCIATION	2015 Membership	\$80.00
	IOWA ONE CALL	UNDERGROUND LOCATIONS	\$154.90
	Iowa Title Company	TITLE SEARCH	\$400.00
	JIM'S JOHNS	PORTABLE TOILET RENTAL	\$160.00
	Kabel Business Services	Annual Renewal Fee	\$350.00
	Keltek Inc	Equipment	\$3,303.00
	KEYSTONE LABORATORIES INC.	WATER TESTING	\$278.00
	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$845.00
	Lawson Products	PARTS, HARDWARE & SUPPLIES	\$1,604.04
	Linweld Inc	SUPPLIES	\$269.80
	M & M Sales Company	COPIER RENTAL	\$124.61
	MAC TOOLS DISTRIBUTOR	Joshua Crouse	\$285.00
	MARTIN MARIETTA AGGREGATES	Repairs	\$398.40
	MEDIACOM	INTERNET SERVICE	\$55.20
	MENARDS	SUPPLIES	\$45.95
	Menards	PARTS AND HARDWARE	\$632.05
	METRO WASTE AUTHORITY	CURB IT RECYCLING	\$3,715.30
	MICROMARKETING, LLC	Books on CD	\$408.46
	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$10,843.85
	MIDLAND POWER CO-OP	STREET LIGHTING	\$346.73
	MIDWEST OFFICE TECHNOLOGY	COPIER RENTAL	\$30.00
	Midwest Wheel	TRUCK CHAIN TIGHTENER	\$385.12
	MODERN MARKETING	HAND OUTS	\$289.17
	MSC Industrial Supply Inc	SPRING RUGS	\$165.71
	NELSON AUTOMOTIVE	REPAIR PARTS	\$1,282.25
	NETINS	HOSTING SERVICE	\$42.98
	O'Halloran International Inc	BREAK CHANGED DUMP TRUCK	\$895.61
	Overhead Door Co Of Des Moines	LABOR	\$142.50
	P & M APPAREL	Uniforms	\$356.00
	Pam Witt	Mileage	\$60.45
	PLEXA	Bi-Annual Membership Dues	\$20.00
	POLK CITY DEV.CORP.	ECONOMIC DEVELOPMENT	\$45,000.00
	POLK CITY POLICE DEPT.	Police Services	\$100.00
	POLK COUNTY HEATING & COOLING	Sewer Hookup	\$7,062.50
	POSTMASTER	Mailings	\$30.12
	Public Safety Center Inc	CLEANER	\$85.49

	Quality Resource Group Inc	Visor Calendar	\$707.46
	R.A.D. Systems	LICENSE RENEWAL INVOICE	\$50.00
	RACOM	MONTHLY FEE	\$658.00
	RADAR ROAD TEC	RADAR CERTIFICATION	\$210.00
	RELIANCE STANDARD LIFE INSURAN	STAFF INSURANCE	\$845.92
	Safe Building Comp. & Tech	BUILDING INSPECTIONS	\$8,970.64
	Sandry Fire Supply L.L.C.	Repairs	\$411.52
	SHARON A. NICKLES	GCMOA Meeting	\$12.00
	SNYDER AND ASSOCIATES	Basic Services	\$18,628.10
	Speck Enterprises	Street Sweeping	\$7,980.00
	Sportsman's Warehouse	ANNUAL QUALIFICATION	\$719.31
	Sprayer Specialities Inc	Grounds Maint	\$634.76
	Spring Valley Wireless	PHONE USAGE	\$186.95
	STAPLES CONTRACT & COMMERCIAL	Office Supplies	\$701.77
	T-MOBILE	PHONE SERVICE	\$101.13
	DES MOINES REGISTER	STATUTORY ADVERTISING	\$2,734.49
	Titan Machinery	WANING LIGHT ON SV	\$2,049.01
	TK Concrete Inc	PARTIAL PAYMENT NO. 3	\$190.00
	Tractor Supply	Building Grounds Maint	\$29.99
	TRUCK EQUIPMENT INC.	Snow Removal Parts	\$323.27
	VERIZON WIRELESS	PHONE AND DATA PLAN	\$921.67
	WASTE MANAGEMENT OF IOWA	WASTE HAULING	\$5,112.84
	W.R.A.	MONTHLY INSTALLMENT	\$20,773.21
TOTAL			\$239,131.28

2015 Appointments | The City of Polk City

	<u>Title</u>	<u>Term</u> <u>Ends</u>	<u>Phone</u>	<u>Email</u>
Council Members				
Jason Morse	Mayor	12/31/2017	515-208-3996	jmorse@polkcity.org
Dave Dvorak	Mayor Pro-Tem	12/31/2015	515-979-6502	ddvorak@polkcity.org
Robert Mordine	Council Member	12/31/2017	515-783-7178	rmordini@polkcity.org
Jeff Walters	Council Member	12/31/2015	515-557-8082	jwalters@polkcity.org
Dan Lane	Council Member	12/31/2017	515-984-6931	dlane@polkcity.org
Ron Anderson	Council Member	12/31/2015	515-802-1075	randerson@polkcity.org
Mayoral Appointments				
Mark Bowersox	Police Chief	12/31/2015	515-984-6565	mbowersox@polkcity.org
Council Appointments				
Jennifer Ratcliff	City Clerk	12/31/2015	515-494-7740	iratcliff@polkcity.org
Dan Gubbins	Fire Chief	12/31/2015	515-984-6304	dan.gubbins@polkcityfd.com
Gary Mahannah	Bond Registrar	12/31/2015	515-537-3996	gmahannah@polkcity.org
Neb Nability	Deputy Bond Registrar	12/31/2015	515-984-6233	dnability@polkcity.org
Snyder & Associates	City Engineer	12/31/2015	515-669-4144	keconnor@snyger-associates.com
Amy Beattie	City Attorney	12/31/2015	515-274-1450	amv.beattie@brickgentrylaw.com
Kent Thornton	Citizen Liaison			
Planning & Zoning				
Robert Sarchet	Chairman	12/31/2015	515-278-4642	robertpsarchet@gmail.com
Deanna Triplett	Pro-Tem	12/31/2015	515-991-4596	deannatriplett@mac.com
James Hill	Commission Member	12/31/2019	515-975-4906	jameshill@hotmail.com
Dennis Dietz	Commission Member	12/31/2016	515-210-6343	dadietz13@msn.com
Doug Sires	Commission Member	12/31/2015	515-278-4642	siresarch@aol.com
Krista Bowersox	Commission Member	12/31/2015	515-971-0365	soxik@g.com
Ron Hankins	Commission Member	12/31/2016	515-281-2798	RWHankins@midamerican.com
Park Commission				
Sam Hill	Chairman	12/31/2019	515-984-7814	shill@iadn.org
Audrey Bell	Pro-Tem	12/31/2018	515-314-9286	audrev.bell@ankenyschools.org
Bob Fourez	Commission Member	12/31/2016	515-984-6601	bob@4adigital.com
Andrew Johnson	Commission Member	12/31/2017		andyjohnson154@aol.com

2015 Appointments | The City of Polk City

	<u>Title</u>	<u>Term</u> <u>Ends</u>	<u>Phone</u>	<u>Email</u>
David Hiatt	Commission Member	12/31/2015	515-984-6757	David.Hiatt@titan-intl.com
Adriane Tiedens	Commission Member	12/31/2017	515-710-0450	cosmooz@hotmail.com
Joshua Reed	Commission Member			joshua.d.reed@wellsfargo.com

2015 Appointments | The City of Polk City

	<u>Title</u>	<u>Term Ends</u>	<u>Phone</u>	<u>Email</u>
Library Board				
Mike Miller	President	12/31/2020	515-984-6557	mjmill920@gmail.com
Vacant Position	Secretary			
Maureen McGuire	Board Member	12/31/2019	515-323-2845	maureen.mcguire@usdoj.gov
Corey Hoodjer	Board Member	12/31/2015	515-451-9670	hoodjeco@gmail.com
Robert Wright	Board Member	12/31/2019	515-984-7761	uniongal64@msn.com
Board of Adjustment				
Anthony Capaldo	Chairman	12/31/2017	515-984-6724	capaldo@msn.com
Mike Bakken	Board Member	12/31/2016	515-984-6724	sun1970king@msn.com
Dixie Bequeaith	Board Member	12/31/2015	515-984-6224	dbequea1967@msn.com
Deanna Deason	Board Member	12/31/2019	515-984-6563	basketgram@msn.com
Bill Currie	Board Member	12/31/2019	515-984-6928	billcurrie@yahoo.com
Ken Morse	Board Member	12/31/2018	515-984-6735	ken@4morse.com
John Calhoun	Board Member	12/31/2016	515-210-8442	jbcals@mchsi.com
Historic Preservation				
Marlene Youde	Commission Member	12/31/2017	515-984-6967	na
Vacant	Commission Member	12/31/201		
Collette Heuertz	Commission Member	12/31/2016	515-984-6950	cheuertz@qwest.net
Sandra Thornton	Commission Member	12/31/2016	515-984-6678	na
Deanna Deason	Commission Member	12/31/2017	515-984-6563	basketgram@msn.com
Tree Board				
Ken Morse	Chairman	12/31/2016	515-229-9123	ken@4morse.com
Scott Borwig	Board Member	12/31/2016	515-360-0019	na
Phil Jensen	Board Member	12/31/2019	515-685-3813	na
Pat Hoppenworth	Board Member	12/31/2019	515-984-6829	mjhoppp@yahoo.com
Bill Sharp	Board Member	12/31/2016	515-984-6948	na

2015 Appointments | The City of Polk City

	<u>Title</u>	<u>Term Ends</u>	<u>Phone</u>	<u>Email</u>
Arts Council				
Collette Heuertz	Council Member	12/31/2015	515-984-6950	cheuertz@qwest.net
Barb Pothast	Council Member	12/31/2015	515-707-4148	barbarahri@gmail.com
Mary Kaye Madden	Council Member	12/31/2015	515-984-6597	mmadden7@aol.com
Bob Miller	Council Member	12/31/2018	515-984-6207	
Kay Gettler	Council Member	12/31/2018	515-822-2354	prairiequeen39@aol.com
Finance Committee				
Robert Mordini (Chairman)				
Jason Morse				
Gary Mahannah				
Jeff Walters				
Deb Nability (non-voting)				
Personnel Committee				
Ron Anderson (Chairman)				
Jason Morse				
Gary Mahannah				
David Dvorak				
Deb Nability (non-voting)				

Mayor Designations for Council Representatives

Committee Primary Alternate Meeting Date & Time

Library Board	Dan Lane		Jennifer Ratcliff	Second Tuesday of Month 6:30- 7:30 pm
Des Moines Area Metropolitan Planning Organization (MPO)	Gary Mahannah		Jennifer Ratcliff	Third Thursday of Month 4:00 pm
Des Moines Area Metropolitan Planning Organization (TTC)	Dennis Dietz		Jennifer Ratcliff	First Thursday of Month 9:30 am
Metro Waste Authority (MWA)	Dan Lane		Deb Nability	Third Wednesday of Month 5:45 - 6:45 pm
Planning & Zoning	Ron Anderson			Third Monday of Month 6:00 - 7:00 pm
Polk City Development Corporation (PCDC)	Jason Morse		Dan Lane	As needed
Safety Committee	Dan Lane			As needed
Tree Board	Dave Dvorak			As needed
Metro Advisory Council (MAC)	Jason Morse		Jeff Walters	Second Tuesday of Month 7:30 - 8:30 am
Central Iowa Regional Drinking Water Commission (CIRDWC)	Jeff Walters		Mike Schulte	Fourth Tuesday of Month 3:30 - 4:30 pm
Arts Council	Ron Anderson			As needed
Des Moines Visitor Bureau Committee	Jason Morse		Gary Mahannah	Calendar not available
BRAGO	Bob Miller		Jennifer Ratcliff	Third Tuesday of Every Other Month 4:00 - 5:00 pm
Des Moines Metropolitan Wastewater Reclamation Authority	Gary Mahannah		Deb Nability	Third Tuesday of Month 1:30 - 2:30 pm
MILAG	Jason Morse			As needed
Parks Commission	Dave Dvorak			First Monday of Month 6:00 - 7:00 pm
Historic Preservation Commission	Jeff Walters			As needed
Polk County Emergency Mangement (PCEMA)	Jason Morse		Dan Gubbins	As needed
Chamber of Commerce	Jason Morse		Jennifer Ratcliff	Second Wednesday of Month 11:00 am
GIS Committee	Dan Lane			As needed
Police Department	Jason Morse			As needed

Rotation of Mayor Pro-Tem

Year of Service

Name of Serving

2014	Jeff Walters
2015	Dave Dvorak (Current)
2016	
2017	
2018	
2019	
2020	
2021	
2022	
2023	
2024	
2025	
2026	
2027	
2028	
2029	
2030	

CITY WIDE CLEAN UP MAY 2, 2015

This is Only for Polk City Residents that Live within the City

Limits of Polk City



What you need to know

Place all of your clean-up items at the curb the night before. Do not put on carts or trailers. ***Stack / do not dump in a pile!***

Items you may discard:

- ***You may discard household furniture and items not normally collected | There is a weight limit of 150 lbs. per item and length limit of 6' (except furniture)***

Items NOT accepted

- ***Appliances: including microwaves & humidifiers***
- ***Dirt, Sod, Concrete, Brick, Railroad Ties***
- ***Vehicle Parts, Lawnmowers***
- ***Paint or Thinners, Solvents, Antifreeze***
- ***Toxic Materials, Radioactive Materials***
- ***Compressed Gas Cylinders***
- ***Hazardous Wastes***
- ***Ammunition***
- ***Televisions with Tubes***

THE ITEMS LISTED BELOW WILL NOT BE PICKED UP AT THE CURB AND WILL ONLY BE ACCEPTED AT THE MAINTENANCE SHOP BETWEEN THE HOURS OF 8:00 AM – NOON ON CLEAN UP DAY

- ***Appliances, oil and Batteries***
- ***Vehicle Passenger Tires Only – No Agricultural Tires, bicycle or solid tires such as lawnmower and gold cart tires (Tire Limit | 5)***
- ***Televisions (non tubed) and computer monitors (Limit | 2)***
- ***Other items accepted at the maintenance shop on clean up day include: heaters, kitchen appliances, lawnmowers, vcr's, cell phones, air conditioners, computers & accessories, microwaves, furnaces, grills, and washers & dryers.***
- ***Landscape waste is accepted at Polk City's recycling area year round during specified hours.***

For additional information call City Hall at 515-984-6233 or Waste Management at 515-265-5267



Employee Gym Membership Policy City of Polk City

1. PURPOSE

For the City of Polk City to encourage employees to achieve and maintain a healthy lifestyle through physical fitness.

2. ELIGIBILITY

Gym Membership reimbursement is available to all employees who are employed by The City of Polk City.

3. POLICY

Employees will be reimbursed 50% up to \$200.00 per employee. Eligible fees include the enrollment or an individual membership at a fitness center of choice. Employee's with a family membership must provide documentation of the cost for individual membership, and will be reimbursed based upon that amount.

4. PROCEDURE

Employees must follow the expense report procedure to be eligible for reimbursement after 6 months of employment. An expense report and copy of the receipt; must be signed off by department head and submitted quarterly for reimbursement. Expense reports and receipts must then be submitted to Finance.

5. EXCLUSIONS

Recreational activities, weight-loss programs, smoking-cessation programs, and other similar programs. Although encouraged as part of an overall fitness program, do not qualify for reimbursement.

6. TAX LIABILITY

The amount reimbursed to employees will be reported as taxable income to the Internal Revenue Service and is subject to FICA, Medicare, federal, state, and local taxes.

7. ADDITIONAL INFORMATION

Employees should consult with a physician before beginning a physical regimen.

ISSUE: APPROVAL OF NEW BUSINESS

VOTE: Consider approval of the New Business for the City of Polk City.

BACKGROUND:

- a) Approval of Resolution 2015 – 01 for the Jester Business Group’s Tax Abatement.
- b) Approval of Resolution 2015 – 02 naming U.S. Bank as the City of Polk City’s Depository.
- c) Approval of Resolution 2015 – 04 for the November Snyder & Associates invoice for \$22,811.86.
- d) Approval of the first reading of Ordinance 2015 – 100 amending Chapter 65, Stop or Yield Required and Chapter 69 Parking Regulations.
- e) Approval of the Engineering Services Agreement with Snyder & Associates for the Polk City Comprehensive Plan for \$38,889.00.
- f) Approval of the first reading of Ordinance 2015-200 adopting a restated Official Zoning Map for the City of Polk City, IA.

The new business items are on the following pages.

RECOMMENDATION:

Approve the consent items of January 12, 2015.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@polkcity.org;
(515) 984-6233.

RESOLUTION NO. 2015-01

A RESOLUTION ACCEPTING AN APPLICATION FOR TAX ABATEMENT AT 700 N. 3rd STREET, BUILDING 2, POLK CITY, IOWA, UNDER THE 1989 URBAN REVITALIZATION PLAN FOR THE CITY OF POLK CITY, IOWA

WHEREAS, Chapter 9 of the Polk City Code of Ordinances allows for tax abatement under certain circumstances as set out in said Code; and

WHEREAS, Jester Business Group, 700 N. 3rd Street, Building 2, Polk City, Iowa, submitted on September 17, 2014 an Application for Tax Abatement under the 1989 Urban Revitalization Plan for the City of Polk City, Iowa requesting tax abatement beginning with the tax assessment fiscal year 2015 and 2016; and

WHEREAS, the City Council for the City of Polk City approved Resolution No. 2014-114 on January 12, 2015, authorizing prior approval for tax abatement at 700 N. 3rd Street, Building 2; and

WHEREAS, the City staff has determined that the Application submitted by Jester Business Group, qualifies for eligibility of tax exemption and should be effective beginning with the tax assessment year 2015; and

WHEREAS, Jester Business Group has chosen Option 1 of the Tax Exemption Schedule providing that all qualified real estate is eligible to receive a 50% exemption from taxation on the actual value added by the improvements for a period of seven years, and

WHEREAS, the estimated or actual costs of improvements is \$149,934.00.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Polk City, Iowa, hereby approves the Application for Tax Abatement submitted by Jester Business Group, for the property located at 700 N. 3rd Street, Building 2, Polk City, Iowa, for improvements equal to \$149,934.00. under Tax Exemption Schedule Option 1, is approved retroactively to the January 1, 2015 assessment.

BE IT FURTHER RESOLVED that the Polk City City Clerk is directed to file all documents necessary with Polk County for the purpose of notifying Polk County of the tax exemption on said property.

DATED the 12th day of January 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

RESOLUTION NO. 2015-02

**A RESOLUTION AUTHORIZING CERTAIN PERSONS
ASSOCIATED WITH THE CITY OF POLK CITY, IOWA TO HANDLE
BANKING TRANSACTION WITH US BANK FOR THE CITY OF POLK CITY**

WHEREAS, the City of the City of Polk City, utilizes the service of US Bank (depository) for the deposit of utility bills made through the automated clearinghouse (ACH) transactions belonging to the City of Polk City, Iowa, or coming into its possession, pursuant to a duly executed Agreement to Receive and Repay Deposits of Public Funds. The maximum amount, which may be thus deposited without further approval of this Council and Treasurer of State, is \$100, 00.00.

NOW, THEREFORE, BE IT RESOLVED, that the following officers shall be authorized to take such action, and execute such documents and agreements as may be necessary to secure to the repayment of the deposits of public funds authorized hereunder, including, but not limited to: Drafts, ACH Transactions, Security Agreements, Notices, and any documents or instruments supplemental or incidental thereto.

Mayor
Mayor Pro-Tem
City Administrator
Finance Officer | Assistant City Administrator
City Clerk

BE IT FURTHER RESOLVED, the above officers are hereby authorized and directed to execute signature authorization cards to depository concurrently or whenever a change in officers occur.

PASSED AND APPROVED the 12th day of January 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

RESOLUTION 2015-03

**A RESOLUTION APPROVING SNYDER & ASSOCIATES, INC.
ENGINEERING INVOICE FOR NOVEMBER 2014**

WHEREAS, Snyder & Associates, Inc. has been appointed by the City Council of the City of Polk City, Iowa, as the city's engineer; and

WHEREAS, there are general engineering fees, fees for engineering contracts for capital improvement projects, and reimbursable development review project fees, as listed:

General Engineering Fees:	\$ 9,633.00
Capital Improvement Projects:	\$ 8,466.00
Reimbursable Development Review Projects:	\$ 4,712.86

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Snyder & Associates invoice for November, 2014, in the amount of \$22,811.86.

PASSED and approved this 12th day of January 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

RESOLUTION NO. 2015-04

**RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS
FOR LOST LAKES ESTATES PLAT 1**

WHEREAS, the Final Plat for Lost Lakes Estates Plat 1 was approved by the City Council of Polk City on August 11, 2014; and

WHEREAS, Bresson Construction, the Developer for Lost Lakes Estates Plat 1, signed an Agreement to Complete the public improvements as enumerated on the punchlist dated August 1, 2014 and provided a check in the amount of \$8,700.00 as security for their completion; and

WHEREAS, the Developer has also provided the required 4-year maintenance bonds for underground utilities and the 4-year maintenance bond for paving; and

WHEREAS, on December 8, 2014, City Council authorized the City Engineers to release said security check after they have determined the Developer has completed all outstanding punchlist items; and

WHEREAS, the Developer completed the construction of said public improvements, including punchlist items, as indicated in Snyder & Associates letter December 22, 2014 and the City Clerk returned said security check to the Developer on December 23, 2014; and

WHEREAS, the start date of the 4-year maintenance period for both bonds shall being on the date of Council approval of this Resolution.

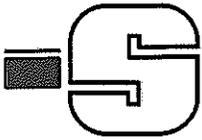
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa, that the public improvements completed by the Developer in connection with Lost Lakes Estates Plat 1 are hereby accepted as having been fully completed.

PASSED AND APPROVED, this 12 date of January 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk



December 22, 2014

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

RE: LOST LAKES ESTATES PLAT 1 ACCEPTANCE OF PUBLIC IMPROVEMENTS
PROJECT NO. 113.0163

Dear Honorable Mayor and City Council:

The public improvements associated with the above referenced plat, including all punchlist items, have been completed in substantial conformance with the approved construction drawings and the city's standard specifications. The developer has provided the as-built Record Drawings in conformance with the City's requirements. In addition, the developer's land surveyor has certified that pins have been set at all property corners.

The Underground Company has provided a 4-year maintenance bond for the storm sewer, sanitary sewer and water main in the amount of \$784,424.00. Sternquist has provided a 4-year maintenance bond for paving in the amount of \$277,132.00, along with a one year extension to the bond period for the handpour areas around the intersection of Falcon Drive and N. Broadway. The date of Council acceptance, anticipated on January 12, 2015, will be the start date for these bonds which are retained in the City Clerk's files.

At this time, we recommend acceptance of the public improvements associated with Lost Lakes Estates Plat 1. Since the punchlist items have been completed, the City Clerk may now return the \$8,700 security check to the developer as authorized by City Council at their December 8, 2014 meeting. If you have any questions, we will be at the Council meeting to discuss them with you.

Sincerely,

SNYDER & ASSOCIATES, INC.

Kathleen Connor
City Engineering Representative

CC: Gary Mahannah
Mike Schulte

RESOLUTION NO. 2015-05

A RESOLUTION APPROVING THE AMENDED BOUNDARIES FOR THE CORPORATE LIMITS OF THE CITY OF POLK CITY, IOWA

WHEREAS, on February 9, 2009 the City Council of the City of Polk City, Iowa approved Resolution 2008-08 approving the new boundaries for the corporate limits of Polk City; and

WHEREAS, on November 23, 2009 the City Council approved Resolution 2009-78 amending said corporate limits to include recently annexed lands situated on the east side of the backwaters of the barrier dam; and

WHEREAS, on May 28, 2013 the City Council approved Resolution 2013-43 for the annexation of Big Creek State Park annexation; such annexation was approved by the City Development Board and has now been filed with the Iowa Secretary of State; and

WHEREAS, on September 23, 2013 the City Council approved Resolution 2013-90 and on November 25, 2013 the City Council approved Resolution 2013-118, together covering the annexation of the Wolf Creek Ridge area; such annexations were approved by the City Development Board and have now been filed with the Iowa Secretary of State; and

WHEREAS, the City Council of the City of Polk City should approve the new boundaries for the City evidencing annexation of Big Creek State Park and Wolf Creek Ridge.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa, as follows:

1. The boundaries for the corporate limits for the City of Polk City, which include annexed areas, as attached hereto as "Exhibit A" are hereby approved.
2. The City Clerk is hereby directed to file the approved boundaries with the Polk County Recorder.

DATED THIS 12th day of January 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

NORTHWEST CORNER THEREOF AND BEING THE NORTHEAST CORNER OF LOT 7 OF SAID WINDING CREEK ESTATES PLAT 1 AND BEING THE NORTHEAST CORNER OF LOT 2 OF SAID OFFICIAL PLAT RECORDED IN BOOK C, PAGE 104; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 7, TO THE WESTERLY LINE OF S. 14TH STREET (FORMALLY KNOWN AS NW 55TH STREET, NW POLK CITY ROAD AND HIGHWAY 415); THENCE SOUTHEASTERLY ALONG SAID WESTERLY LINE TO THE POINT OF INTERSECTION OF THE NORTHERLY LINE OF THE SOUTH 100 FEET OF LOT 1 SAID OFFICIAL PLAT RECORDED IN BOOK C, PAGE 104; THENCE WEST ALONG SAID NORTHERLY LINE TO THE NORTHWEST CORNER OF SAID SOUTH 100 FEET OF SAID LOT 1; THENCE NORTHWESTERLY TO THE SOUTHEAST CORNER OF THE NORTHWEST ¼ OF THE NORTHEAST ¼ OF SAID SECTION 12; THENCE NORTH ALONG THE EAST LINE OF THE NORTHWEST ¼ OF THE NORTHEAST ¼ OF SAID SECTION 12 TO THE NORTHEAST CORNER THEREOF; THENCE EAST ALONG THE NORTH LINE OF SAID SECTION 12 TO THE INTERSECTION OF THE EAST LINE OF PINE RIDGE ESTATES PLAT 4 RECORDED IN BOOK 10542, PAGE 250-257 OF THE POLK COUNTY RECORDER EXTENDED SOUTHEASTERLY; THENCE NORTHWESTERLY ALONG SAID EXTENDED LINE AND ALONG SAID EASTERLY LINE OF PINE RIDGE ESTATES PLAT 4 TO THE NORTHEAST CORNER OF LOT 14 OF SAID PINE RIDGE ESTATES PLAT 4; THENCE NORTHWESTERLY ALONG THE NORTHERLY LINE OF SAID PINE RIDGE ESTATES PLAT 4 TO A CORNER ON THE EAST LINE OF LOT 3 BEING 3.13' WEST OF THE NORTHWEST CORNER OF LOT 4 OF SAID PINE RIDGE ESTATES PLAT 4; THENCE NORTH ALONG SAID EAST LINE OF LOT 3 TO THE NORTHEAST CORNER THEREOF AND BEING THE NORTHWEST CORNER OF SAID SOUTHWEST ¼ OF THE SOUTHEAST ¼ OF SECTION 1; THENCE EAST 134 FEET; THENCE SOUTH 44 1/2° EAST, 309 FEET; THENCE SOUTH 79° EAST 360 FEET; THENCE NORTH 4° EAST 969 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF SAID HIGHWAY NO. 415; THENCE NORTHWESTERLY ALONG THE SAID SOUTHERLY RIGHT OF WAY LINE TO A POINT ON THE WEST LINE OF SAID SOUTHEAST ¼ OF SECTION 1; THENCE NORTH ALONG SAID WEST LINE AND ALONG THE WEST LINE OF THE NORTHEAST ¼ OF SAID SECTION 1 TO THE POINT OF BEGINNING. (Note: Corporate Limits City Resolution No. 2009-78 Recorded in Book 13293, Page 247-255)

AND

BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 12; THENCE NORTH 89°44' EAST (THIS BEARING REFERRED TO THE IOWA COORDINATE SYSTEM, SOUTH ZONE - GRID NORTH 00°08' WEST OF TRUE NORTH) ALONG THE NORTH LINE THEREOF, 285.2 FEET; THENCE SOUTH 19°00' EAST, 41.0 FEET; THENCE SOUTH 71°00' WEST, 120.0 FEET; THENCE SOUTH 25°45' EAST, 430.2 FEET; THENCE SOUTH 44°48' EAST, 474.1 FEET; THENCE SOUTH 57°16' EAST, 751.1 FEET; THENCE SOUTH 18°30' WEST, 66.0 FEET TO THE BEGINNING OF A CIRCULAR CURVE; THENCE EASTERLY 282.4 FEET ALONG THE ARC OF A CIRCULAR CURVE CONCAVE NORTHERLY, THE RADIUS OF WHICH IS 1885.86 FEET AND CENTRAL ANGLE OF 8°34'48", TO THE POINT OF TANGENCY; THENCE SOUTH 80°05' EAST, 4314.0 FEET; THENCE NORTH 09°55' EAST, 76.0 FEET; THENCE SOUTH 79°13' EAST, 609.3 FEET; THENCE SOUTH 69°10' EAST, 381.8 FEET; THENCE NORTH 02°17' WEST, 280.2 FEET; THENCE NORTH 87°43' EAST, 45.0 FEET; THENCE SOUTH 23°44' EAST, 432.0 FEET; THENCE SOUTH 63°43' EAST, 200.0 FEET; THENCE SOUTH 50°35' EAST, 308.0 FEET; THENCE SOUTH 26°17' WEST, 60.0 FEET; THENCE NORTH 75°01' WEST, 204.0 FEET; THENCE NORTH 64°16' WEST, 692.8 FEET; THENCE NORTH 74°37' WEST, 383.3 FEET; THENCE NORTH 80°05' WEST, 400.0 FEET; THENCE NORTH 9°55' EAST, 56.0 FEET; THENCE NORTH 80°05' WEST, 4314.0 FEET TO THE BEGINNING OF A CIRCULAR CURVE; THENCE WESTERLY ALONG THE ARC OF A CIRCULAR CURVE CONCAVE NORTHERLY, THE RADIUS OF WHICH IS 1933.86 FEET AND CENTRAL ANGLE OF 8°34'48", A DISTANCE OF 289.6 FEET; THENCE SOUTH 18°30' WEST, 76.0 FEET; THENCE NORTH 68°17' WEST, 531.4 FEET; THENCE NORTH 49°00' WEST, 535.1 FEET; THENCE NORTH 28°05' WEST, 321.6 FEET; THENCE NORTH 25°00' WEST, 522.1 FEET; THENCE NORTH 11°11' WEST TO THE NORTH LINE OF SAID SECTION 11; THENCE

EASTERLY ALONG THE NORTH LINE THEREOF TO THE PLACE OF BEGINNING (Note: Corporate Limits City Resolution No. 2009-78 Recorded in Book 13293, Page 247-255)

AND

THAT PART OF THE NORTHEAST $\frac{1}{4}$ OF THE SOUTHWEST $\frac{1}{4}$ OF SAID SECTION 7 LYING NORTHERLY OF THE FOLLOWING DESCRIBED LINE; BEGINNING AT A POINT ON THE EAST LINE OF SAID NORTHEAST $\frac{1}{4}$ OF THE SOUTHWEST $\frac{1}{4}$ AND WHICH IS 190 FEET NORMALLY DISTANT SOUTHWESTERLY FROM THE CENTERLINE OF RELOCATED PRIMARY ROAD NO. IA. 415; THENCE NORTHWESTERLY TO A POINT ON THE CENTERLINE OF FORMERLY PRIMARY ROAD NO. IA. 415 WHICH IS 180 FEET NORMALLY DISTANT SOUTHWESTERLY FROM THE CENTERLINE OF RELOCATED PRIMARY ROAD NO. IA. 415; THENCE CONTINUING NORTHWESTERLY TO THE WESTERLY ROADWAY EASEMENT LINE OF SAID FORMERLY PRIMARY ROAD NO. IA. 415; THENCE NORTHWESTERLY ALONG SAID ROADWAY EASEMENT LINE TO THE EAST LINE OF THE ABOVE DESCRIBED PARCEL BEING THE POINT OF TERMINUS OF THE DESCRIBED LINE. (Note: Corporate Limits City Resolution No. 2009-78 Recorded in Book 13293, Page 247-255)

AND

A PART OF LOTS 53 & 54 OF THE OFFICIAL PLAT OF THE SOUTH $\frac{1}{2}$ OF THE SOUTHWEST $\frac{1}{4}$ AND A PART OF LOTS 55, 58 & 59 OF THE OFFICIAL PLAT OF THE SOUTH $\frac{1}{2}$ OF THE SOUTHEAST $\frac{1}{4}$ ALL IN SECTION 2, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 53; THENCE EAST ALONG THE NORTH LOT LINE OF SAID LOTS 53, 54, 55, 58 AND 59 TO THE NORTHEAST CORNER OF SAID LOT 59; THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 59 TO THE SOUTH RIGHT OF WAY LINE OF W. BRIDGE ROAD; THENCE WEST ALONG SAID SOUTH RIGHT OF WAY LINE TO THE WEST LINE OF SAID LOT 53; THENCE NORTH ALONG SAID WEST LINE TO THE POINT OF BEGINNING. (Note: Corporate Limits City Resolution No. 2009-78 Recorded in Book 13293, Page 247-255)

AND

A PART OF SECTIONS 15, 22, 23, 26, AND 27 IN TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS.

BEGINNING AT THE SW CORNER OF THE SE $\frac{1}{4}$ OF THE SW $\frac{1}{4}$ OF SAID SECTION 26; THENCE EAST ALONG THE SOUTH LINE OF SAID SE $\frac{1}{4}$ OF THE SW $\frac{1}{4}$ OF SECTION 26 TO THE SE CORNER THEREOF; THENCE NORTH ALONG THE EAST LINE OF SAID SW $\frac{1}{4}$ OF SECTION 26 TO THE NE CORNER OF THE S 15 ACRES OF THE NE $\frac{1}{4}$ OF THE SW $\frac{1}{4}$ OF SAID SECTION 26; THENCE WEST 66 FEET; THENCE NORTH PARALLEL TO AND 66 FEET WEST OF SAID EAST LINE OF THE SW $\frac{1}{4}$ OF SECTION 26 AND PARALLEL TO AND 66 FEET WEST OF THE EAST LINE OF THE NW $\frac{1}{4}$ OF SAID SECTION 26 TO THE NORTH LINE OF SAID NW $\frac{1}{4}$ OF SECTION 26 AND BEING 66 FEET WEST OF THE NE CORNER THEREOF; THENCE WEST ALONG THE NORTH LINE OF SAID NW $\frac{1}{4}$ OF SECTION 26 TO THE NW CORNER OF THE NE $\frac{1}{4}$ OF THE NW $\frac{1}{4}$ OF SAID SECTION 26; THENCE NORTH ALONG THE EAST LINE OF THE WEST $\frac{1}{2}$ OF THE SW $\frac{1}{4}$ OF SAID SECTION 23 AND ALONG THE EAST LINE OF THE WEST $\frac{1}{2}$ OF THE NW $\frac{1}{4}$ OF SAID SECTION 23 TO A POINT THAT IS 70 FEET SOUTH OF THE NORTH LINE OF SAID NW $\frac{1}{4}$ OF SECTION 23; THENCE WEST PARALLEL TO AND 70 FEET SOUTH OF SAID NORTH LINE OF THE NW $\frac{1}{4}$ OF SECTION 23, A DISTANCE OF 285 FEET; THENCE SOUTH 90 FEET; THENCE WEST PARALLEL TO AND 160 FEET SOUTH OF SAID NORTH LINE OF THE NW $\frac{1}{4}$ OF SECTION 23 TO A POINT 145 FEET WEST OF THE WEST LINE OF SECTION 23; THENCE NORTH PARALLEL TO AND 145 FEET WEST OF SAID WEST LINE OF SECTION 23 AND PARALLEL TO AND 145 FEET WEST OF THE

EAST LINE OF SAID SECTION 15 TO THE CENTER OF AN EXISTING CREEK LYING IN THE SE ¼ OF THE NE ¼ OF SAID SECTION 15; THENCE SOUTHWESTERLY ALONG SAID CENTERLINE OF AN EXISTING CREEK TO THE EASTERLY SHORELINE OF BIG CREEK LAKE; THENCE SOUTHERLY ALONG THE SHORELINE OF BIG CREEK LAKE TO THE POINT WHERE THE SHORELINE INTERSECTS THE WEST LINE OF SAID SE ¼ OF THE SW ¼ OF SECTION 26; THENCE SOUTH ALONG THE WEST LINE OF SAID SE ¼ OF THE SW ¼ OF SECTION 26 TO THE POINT OF BEGINNING. (Note: Annexation City Resolution No. 2013-043 Big Creek State Park.)

AND

A PART OF LOTS 2, 6, 7, AND 8 IN P. WERUM'S SUBDIVISION OF THE E1/2 OF NE1/4 OF SECTION 35 & W1/2 OF NW1/4 OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE 5TH P.M. POLK COUNTY, IOWA, AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE SE CORNER OF SAID LOT 8; THENCE WEST ALONG THE SOUTH LINE OF SAID LOT 8 TO THE SW CORNER OF SAID LOT 8; THENCE NORTH ALONG THE WEST LINE OF SAID LOTS 8, 7, 6, AND 2 TO THE NW CORNER OF SAID LOT 2; THENCE EASTERLY ALONG THE NORTH LINE OF SAID LOT 2 TO THE SOUTH LINE OF NW HUGG DRIVE; THENCE SOUTHEASTERLY 225.6 FEET ALONG THE SOUTH LINE OF NW HUGG DRIVE; THENCE NORTHEASTERLY 33 FEET TO THE CENTERLINE OF NW HUGG DRIVE; THENCE SOUTHEASTERLY 278.8 FEET ALONG SAID CENTERLINE TO A POINT; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOTS 6, 7, AND 8 TO THE POINT OF BEGINNING. (Note: Annexation City Resolution No. 2013-90 Wolf Creek Ridge Phase 1)

AND

A PART OF LOT 3 IN P. WERUM'S SUBDIVISION, AN OFFICIAL PLAT, AND A PORTION OF THE NW HUGG DRIVE RIGHT-OF- WAY ADJACENT TO LOT 'A', WOLF CREEK RIDGE, AN OFFICIAL PLAT, ALL IN SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE 5TH P.M. POLK COUNTY, IOWA, AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE SW CORNER OF SAID LOT 3; THENCE NORTH ALONG THE WEST LINE OF SAID LOT 3 TO THE CENTERLINE OF NW HUGG DRIVE; THENCE SOUTHEASTERLY 410 FEET ALONG SAID CENTERLINE TO A POINT; THENCE SOUTHWESTERLY 33' TO A POINT ON THE NORTH LINE OF SAID LOT 'A'; THENCE NORTHWESTERLY 226 FEET ALONG SAID NORTH LINE TO A POINT; SAID POINT ALSO BEING ON THE SOUTH LINE OF SAID LOT 3; THENCE WEST ALONG SAID NORTH LINE OF LOT 'A', AND THE NORTH LINE OF LOT 1 OF SAID WOLF CREEK RIDGE, AND SAID SOUTH LINE OF LOT 3 TO THE POINT OF BEGINNING. (Note: Annexation City Resolution No. 2013-118 Wolf Creek Ridge Phase 2 – Hugg Drive Right-of-way)

EXHIBIT "A"

**CITY OF POLK CITY, IOWA
CORPORATE LIMIT DESCRIPTION
REVISED JANUARY 6, 2015**

BEGINNING AT THE SOUTH 1/4 CORNER OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE EAST ALONG THE SOUTH LINE OF SAID SECTION 36 TO THE SOUTHWEST CORNER OF THE EAST 60 ACRES OF THE SOUTHEAST 1/4 OF SAID SECTION 36; THENCE NORTH PERPENDICULAR TO THE SOUTH LINE OF SAID SOUTHEAST 1/4 OF SECTION 36, A DISTANCE OF 424 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF SAID SOUTHEAST 1/4 OF SECTION 36 TO A POINT ON THE EAST LINE OF SAID SOUTHEAST 1/4 OF SECTION 36; THENCE NORTH TO THE NORTHEAST CORNER OF SAID SOUTHEAST 1/4 OF SECTION 36; THENCE WEST ALONG THE NORTH LINE OF SAID SOUTHEAST 1/4 AND ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 36 TO A POINT BEING 488.15 FEET WEST OF THE CENTER OF SAID SECTION 36, SAID POINT ALSO BEING ON THE WESTERLY LINE OF THE VACATED RAILROAD RIGHT OF WAY; THENCE NORTHEASTERLY ALONG SAID LINE, 106.6 FEET; THENCE WEST ALONG A LINE BEING 82.5 FEET NORTH OF AND PARALLEL WITH SAID NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 36, TO A POINT ON THE CENTERLINE OF N.W. SHELDAHL DRIVE; THENCE SOUTHERLY ALONG SAID LINE, 82.8 FEET TO A POINT ON SAID NORTH LINE OF THE SOUTHWEST 1/4 OF SECTION 36; THENCE WEST ALONG SAID NORTH LINE OF THE SOUTHWEST 1/4 TO THE NORTHWEST CORNER OF SAID SOUTHWEST 1/4 OF SECTION 36; THENCE NORTH ALONG THE WEST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 36 TO A POINT ON THE CENTERLINE OF HUGG DRIVE; THENCE NORTHWESTERLY ALONG SAID CENTERLINE TO A POINT ON THE EAST LINE OF THE SOUTHWEST 1/4 OF SECTION 26, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE SOUTH ALONG SAID EAST LINE TO THE NORTH 1/4 CORNER OF SECTION 35 TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE WEST ALONG THE NORTH LINE OF LOT 7 OF THE OFFICIAL PLAT OF SAID SECTION 35 AS RECORDED IN PLAT BOOK B, PAGES 476 OF THE RECORDS OF POLK COUNTY, IOWA, TO THE NORTHWEST CORNER OF SAID LOT 7; THENCE SOUTH ALONG THE WEST LINE OF SAID LOT 7 TO THE NORTHEAST CORNER OF LOT 10 OF SAID OFFICIAL PLAT; THENCE WEST ALONG THE NORTH LINE OF LOTS 10 AND 12 OF SAID OFFICIAL PLAT, TO THE NORTHWEST CORNER OF SAID LOT 12; THENCE SOUTH ALONG THE WEST LINE OF SAID LOT 12 TO A POINT LYING ON THE WEST LINE OF SAID LOT 12, SAID POINT BEING THE EXTENSION OF THE NORTH LINE OF LOT 14 OF SAID OFFICIAL PLAT; THENCE WEST ALONG THE EXTENSION OF THE NORTH LINE OF SAID LOT 14 AND ALONG THE NORTH LINE OF SAID LOT 14, TO A POINT LYING ON THE NORTH LINE OF SAID LOT 14, A DISTANCE OF 280 FEET EAST OF THE NORTHWEST CORNER OF SAID LOT 14; THENCE SOUTH TO A POINT LYING ON THE NORTH LINE OF LOT 16 OF SAID OFFICIAL PLAT, 280 FEET EAST OF THE NORTHWEST CORNER OF SAID LOT 16; THENCE SOUTHWESTERLY TO A POINT LYING 450 FEET NORTH AND 225 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 35; THENCE WESTERLY 225 FEET TO THE WEST LINE OF SAID SECTION 35; THENCE SOUTH ALONG THE WEST LINE OF SAID SECTION 35, TO A POINT LYING 239 FEET NORTH OF THE NORTH RIGHT OF WAY LINE OF COUNTY ROAD V (W. JESTER PARK DR.); THENCE NORTHWESTERLY 108 FEET; THENCE SOUTHWESTERLY 292 FEET; THENCE SOUTHERLY TO A POINT ON THE NORTH RIGHT OF WAY LINE OF SAID COUNTY ROAD V (W. JESTER PARK DR.); THENCE EASTERLY ALONG SAID NORTH RIGHT OF WAY LINE 308 FEET TO SAID WEST LINE OF SECTION 35; THENCE SOUTH ALONG SAID WEST LINE OF SECTION 35 TO THE SOUTHWEST CORNER OF SAID SECTION 35; THENCE EAST ALONG THE NORTH LINE OF SECTION 2, TOWNSHIP 80 NORTH, RANGE 25, WEST OF THE 5TH P.M., POLK COUNTY, IOWA TO A POINT ON THE NORTH LINE OF LOT 30 OF THE OFFICIAL PLAT OF THE NORTH HALF OF SECTION 2, TOWNSHIP 80 NORTH, RANGE 25 WEST OF

THE 5TH P.M., AS RECORDED IN PLAT BOOK B, PAGE 380 OF THE RECORDS OF POLK COUNTY, IOWA LYING 270 FEET EAST OF THE NORTHWEST CORNER OF SAID LOT 30; THENCE SOUTH TO A POINT ON THE NORTH LINE OF LOT 31 OF SAID OFFICIAL PLAT OF THE NORTH HALF OF SECTION 2, SAID POINT BEING 270 FEET EAST OF THE NORTHWEST CORNER OF SAID LOT 31; THENCE EAST ALONG THE NORTH LINE OF SAID LOT 31 TO THE NORTHEAST CORNER THEREOF; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOT 31, AND THE EXTENSION THEREOF TO THE SOUTH LINE OF LOT 36 OF SAID OFFICIAL PLAT; THENCE EAST ALONG THE SOUTH LINE OF SAID LOT 36 TO A POINT ON THE SOUTH LINE, BEING THE EXTENSION OF A LINE RUNNING PARALLEL WITH AND 666 FEET EAST OF THE WEST LINE OF LOT 44 OF SAID OFFICIAL PLAT; THENCE SOUTHERLY TO THE NORTHWEST CORNER OF LOT 53 OF THE OFFICIAL PLAT OF THE SOUTH ½ OF THE SOUTHWEST ¼ OF SAID SECTION 2, AS RECORDED IN PLAT BOOK E, PAGE 25 OF THE RECORDS OF POLK COUNTY, IOWA; THENCE EAST ALONG THE NORTH LOT LINE OF LOT 53 AND THE NORTH LINE OF LOT 54 OF SAID OFFICIAL PLAT OF SECTION 2 AND ALONG THE NORTH LINE OF LOTS 55, 58 AND 59 OF THE OFFICIAL PLAT OF THE SOUTH ½ OF THE SOUTHWEST ¼ OF SAID SECTION 2, AS RECORDED IN PLAT BOOK E, PAGE 27 OF THE RECORDS OF POLK COUNTY, IOWA TO THE NORTHEAST CORNER OF SAID LOT 59; THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 59 AND THE EXTENSION SOUTH THEREOF TO A POINT ON THE SOUTH LINE OF LOT 60 OF SAID OFFICIAL PLAT OF SECTION 2; THENCE EAST ALONG THE SOUTH LINE OF SAID LOT 60 TO THE SOUTHEAST CORNER IN SAID SECTION 2; THENCE NORTH 89°44' EAST (THIS BEARING REFERRED TO THE IOWA COORDINATE SYSTEM, SOUTH ZONE - GRID NORTH 00°08' WEST OF TRUE NORTH) ALONG THE NORTH LINE OF SECTION 12, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA 285.2 FEET; THENCE SOUTH 19°00' EAST, 41.0 FEET; THENCE SOUTH 71°00' WEST, 120.0 FEET; THENCE SOUTH 25°45' EAST, 430.2 FEET; THENCE SOUTH 44°48' EAST, 474.1 FEET; THENCE SOUTH 57°16' EAST, 751.1 FEET; THENCE SOUTH 18°30' WEST, 66.0 FEET TO THE BEGINNING OF A CIRCULAR CURVE; THENCE EASTERLY 282.4 FEET ALONG THE ARC OF A CIRCULAR CURVE CONCAVE NORTHERLY, THE RADIUS OF WHICH IS 1,885.86 FEET AND CENTRAL ANGLE OF 8°34'48", TO THE POINT OF TANGENCY; THENCE SOUTH 80°05' EAST, 4,314.0 FEET; THENCE NORTH 09°55' EAST, 76.0 FEET; THENCE SOUTH 79°13' EAST, 609.3 FEET; THENCE SOUTH 69°10' EAST, 381.8 FEET; THENCE NORTH 02°17' WEST, 280.2 FEET; THENCE NORTH 87°43' EAST, 45.0 FEET; THENCE SOUTH 23°44' EAST, 432.0 FEET; THENCE SOUTH 63°43' EAST, 200.0 FEET; THENCE SOUTH 50°35' EAST, TO THE SOUTH LINE OF LOT 4 OF THE OFFICIAL PLAT OF THE SOUTH 1/2 OF THE NORTHWEST ¼ AND THE NORTHWEST 1/4 OF THE SOUTHWEST ¼ OF SECTION 7, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA AS RECORDED IN PLAT BOOK C, PAGE 104 OF THE POLK COUNTY RECORDS; THENCE EASTERLY ALONG SAID SOUTH LINE TO THE SOUTHEAST CORNER OF SAID LOT 4; THENCE NORTHERLY ALONG THE EAST LINE OF SAID LOT 4 TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE NORTHWESTERLY ALONG THE IRREGULAR NORTH LINE TO THE NORTHWEST CORNER OF SAID LOT 4; THENCE NORTHERLY ALONG THE EAST LINE OF LOT 2 OF SAID OFFICIAL PLAT TO THE NORTHEAST CORNER THEREOF; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 2 TO THE WESTERLY RIGHT-OF-WAY LINE OF N.W. 55TH STREET (FORMERLY HIGHWAY 415); THENCE SOUTHEASTERLY ALONG SAID WESTERLY LINE TO THE POINT OF INTERSECTION OF THE NORTHERLY LINE OF THE SOUTH 100 FEET OF LOT 1 SAID OFFICIAL PLAT; THENCE WEST ALONG SAID NORTHERLY LINE TO THE NORTHWEST CORNER OF SAID SOUTH 100 FEET OF SAID LOT 1; THENCE NORTHWESTERLY TO THE SOUTHEAST CORNER OF THE NORTHWEST 1/4, NORTHEAST 1/4 OF SAID SECTION 12; THENCE NORTH ALONG THE EAST LINE OF SAID NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TO THE NORTH LINE OF SAID SECTION 12; THENCE EAST ALONG THE NORTH LINE OF SAID SECTION 12 TO A POINT LYING 1,190 FEET WEST OF THE SOUTHEAST CORNER OF SECTION 1, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE NORTH 30°30' WEST (THIS BEARING REFERRED TO THE IOWA COORDINATE SYSTEM, SOUTH ZONE - GRID NORTH 00°08' WEST OF TRUE NORTH) A DISTANCE OF 900 FEET; THENCE

NORTHWESTERLY TO A POINT ON THE WEST LINE OF THE SOUTHEAST ¼ OF SAID SECTION 1, BEING 310 FEET SOUTH OF THE NORTHWEST CORNER OF THE SOUTHWEST ¼ OF SAID SOUTHEAST ¼ OF SECTION 1; THENCE NORTH, ALONG THE WEST LINE OF SAID SOUTHWEST ¼ OF THE SOUTHEAST ¼ OF SECTION 1 TO THE NORTHWEST CORNER THEREOF; THENCE EAST ALONG THE NORTH LINE OF SAID SOUTHWEST ¼ OF THE SOUTHEAST ¼, A DISTANCE OF 134 FEET; THENCE SOUTH 44 1/2° EAST, 309 FEET; THENCE SOUTH 79° EAST 360 FEET; THENCE NORTH 4° EAST 969 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF SAID HIGHWAY NO. 415 (BROADWAY); THENCE NORTHWESTERLY ALONG THE SAID SOUTHERLY RIGHT OF WAY LINE TO A POINT ON THE WEST LINE OF SAID SOUTHEAST ¼ OF SECTION 1; THENCE NORTH, ALONG SAID WEST LINE AND ALONG THE WEST LINE OF THE NORTHEAST ¼ OF SAID SECTION 1 TO THE POINT OF BEGINNING.

AND

PARCEL "H" AND "I" AS SHOWN ON A PLAT OF SURVEY RECORDED IN BOOK 12831, PAGE 173-174 OF THAT PART OF LOT 3 OF THE OFFICIAL PLAT OF THE SOUTH ½ OF THE NORTHWEST ¼ AND THE NORTHWEST ¼ OF THE SOUTHWEST ¼ OF SECTION 7, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA. (Note: Corporate Limits City Resolution No. 2009-08 Recorded in Book 12925, Page 505-509)

AND

A PART OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST AND A PART OF SECTION 31, TOWNSHIP 81 NORTH, RANGE 24 WEST AND A PART OF SECTIONS 6 AND 7 IN TOWNSHIP 80 NORTH, RANGE 24 WEST AND A PART OF SECTIONS 1, 11 AND 12 IN TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS.

BEGINNING AT THE SOUTH ¼ CORNER OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE EAST ALONG THE SOUTH LINE OF SAID SECTION 36 TO THE SOUTHWEST CORNER OF THE EAST 60 ACRES OF THE SOUTHEAST ¼ OF SAID SECTION 36; THENCE NORTH PERPENDICULAR TO THE SOUTH LINE OF SAID SOUTHEAST ¼ OF SECTION 36, A DISTANCE OF 424 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF SAID SOUTHEAST ¼ OF SECTION 36 TO A POINT ON THE EAST LINE OF SAID SOUTHEAST ¼ OF SECTION 36; THENCE NORTH TO THE NORTHEAST CORNER OF SAID SOUTHEAST ¼ OF SECTION 36; THENCE EAST ALONG THE NORTH LINE OF THE NORTHWEST FRACTIONAL ¼ OF THE SOUTHWEST FRACTIONAL ¼ OF SAID SECTION 31, TOWNSHIP 81 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA TO THE NORTHEAST CORNER THEREOF; THENCE SOUTH ALONG THE EAST LINE OF SAID NORTHWEST FRACTIONAL ¼ OF THE SOUTHWEST FRACTIONAL ¼ AND ALONG THE EAST LINE OF THE SOUTHWEST FRACTIONAL ¼ OF THE SOUTHWEST FRACTIONAL ¼ OF SAID SECTION 31, A DISTANCE OF 1343.85 FEET; THENCE SOUTHWEST 908.24 FEET; THENCE SOUTH 648.25 FEET TO A POINT ON THE NORTH LINE OF THE NORTHWEST FRACTIONAL ¼ OF SAID SECTION 6, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE EAST ALONG SAID NORTH LINE TO THE NORTH ¼ CORNER OF SAID SECTION 6; THENCE CONTINUING EAST ALONG THE NORTH LINE OF THE NORTHWEST FRACTIONAL ¼ OF THE NORTHEAST FRACTIONAL ¼ OF SAID SECTION 6 TO THE NORTHEAST CORNER THEREOF; THENCE SOUTH ALONG THE EAST LINE OF SAID NORTHWEST FRACTIONAL ¼ OF THE NORTHEAST FRACTIONAL ¼ TO THE SOUTHEAST CORNER THEREOF; THENCE WEST ALONG THE SOUTH LINE OF SAID NORTHWEST FRACTIONAL ¼ OF THE NORTHEAST FRACTIONAL ¼ TO THE SOUTHWEST CORNER THEREOF; THENCE CONTINUING WEST ALONG SOUTH LINE OF THE NORTHEAST FRACTIONAL ¼ OF THE NORTHWEST FRACTIONAL ¼ AND ALONG THE SOUTH LINE OF THE NORTHWEST

FRACTIONAL ¼ OF THE NORTHWEST FRACTIONAL ¼ OF SAID SECTION 6 TO THE SOUTHWEST CORNER OF SAID NORTHWEST FRACTIONAL ¼ OF THE NORTHWEST FRACTIONAL ¼ OF SECTION 6; THENCE CONTINUING WEST ALONG THE SOUTH LINE OF THE NORTHEAST FRACTIONAL ¼ OF THE NORTHEAST FRACTIONAL ¼ OF SAID SECTION 1, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA TO A POINT BEING 840 FEET EAST OF THE SOUTHWEST CORNER THEREOF; THENCE SOUTH ALONG THE EAST LINE OF THE WEST 840 FEET OF THE SOUTHWEST ¼ OF THE NORTHEAST FRACTIONAL ¼ OF SAID SECTION 1 TO A POINT ON THE NORTH LINE OF THE SOUTHWEST ¼ OF SAID SECTION 1; THENCE EAST ALONG SAID NORTH LINE TO THE WEST ¼ CORNER OF SAID SECTION 6; THENCE CONTINUING EAST ALONG THE NORTH LINE OF THE NORTHWEST FRACTIONAL ¼ OF THE SOUTHWEST FRACTIONAL ¼ OF SAID SECTION 6 TO THE NORTHEAST CORNER THEREOF; THENCE SOUTH ALONG THE EAST LINE OF SAID NORTHWEST FRACTIONAL ¼ OF THE SOUTHWEST FRACTIONAL ¼ TO A POINT 82 RODS NORTH OF THE SOUTHWEST CORNER OF THE SOUTHWEST FRACTIONAL ¼ OF THE SOUTHWEST FRACTIONAL ¼ OF SAID SECTION 6; THENCE WEST 1 ROD; THENCE SOUTH PARALLEL TO THE EAST LINE OF SAID SOUTHWEST FRACTIONAL ¼ OF THE SOUTHWEST FRACTIONAL ¼ OF SAID SECTION 6 TO A POINT ON THE CENTERLINE OF NW 110TH PLACE; THENCE WESTERLY ALONG SAID CENTERLINE OF NW 110TH PLACE AND ALONG THE CENTERLINE OF NW 55TH STREET TO A POINT PERPENDICULAR FROM SAID CENTERLINE OF NW 55TH STREET TO THE SOUTHWEST CORNER OF THE PROPERTY LOCATED AT 5550 NW 110TH PLACE AS ESTABLISHED BY QUIT CLAIM DEED RECORDED IN BOOK 6839, PAGE 49 BEING A PART OF LOT 4 OF THE OFFICIAL PLAT OF THE SOUTH ½ OF THE SOUTHWEST ¼, EXCEPT 7 ACRES IN THE NORTHEAST CORNER OF THE SAME, AND THE SOUTHWEST ¼ OF THE SOUTHWEST ¼ OF SECTION 6, TOWNSHIP 80, RANGE 24 ALSO THE WEST ½ OF THE NORTHEAST ¼, AND THE NORTH FRACTIONAL ½ OF THE NORTHWEST ¼ OF SECTION 7, TOWNSHIP 80, RANGE 24 WEST OF 5TH P.M. AS RECORDED IN BOOK E, PAGE 99 OF THE POLK COUNTY RECORDS; THENCE EASTERLY TO SAID SOUTHWEST CORNER AND CONTINUING ALONG SAID SOUTHERLY PROPERTY LINE TO THE SOUTHWEST CORNER OF SAID PROPERTY LOCATED AT 5550 NW 110TH PLACE AND BEING A POINT ON THE WEST LINE OF LOT 5 OF SAID OFFICIAL PLAT RECORDED IN BOOK E PAGE 99; THENCE SOUTH ALONG SAID WEST LINE TO THE NORTHWEST CORNER OF THE SOUTH 80 FEET OF THE NORTH 320 FEET OF THE WEST 207.1 FEET OF SAID LOT 5; THENCE EAST ALONG THE NORTH LINE OF SAID SOUTH 80 FEET OF THE NORTH 320 FEET OF THE WEST 207.1 FEET OF LOT 5, A DISTANCE OF 207.1 FEET TO THE NORTHEAST CORNER THEREOF; THENCE SOUTH ALONG THE EAST LINE OF SAID SOUTH 80 FEET OF THE NORTH 320 FEET OF THE WEST 207.1 FEET OF LOT 5, A DISTANCE OF 80 FEET TO THE SOUTHWEST CORNER THEREOF; THENCE WEST ALONG THE SOUTH LINE OF SAID SOUTH 80 FEET OF THE NORTH 320 FEET OF THE WEST 207.1 FEET OF LOT 5, A DISTANCE OF 207.1 FEET TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH ALONG SAID WEST LINE OF LOT 5 TO A POINT ON THE CENTERLINE OF NW 110TH AVENUE; THENCE EAST ALONG THE CENTERLINE OF SAID NW 110TH AVENUE TO THE NORTHEAST CORNER OF SAID SECTION 7; THENCE SOUTH ALONG THE EAST LINE OF THE NORTHEAST ¼ OF SAID SECTION 7 TO THE EAST ¼ CORNER OF SAID SECTION 7; THENCE WEST ALONG THE SOUTH LINE OF SAID NORTHEAST ¼ OF SECTION 7 TO THE SOUTHWEST CORNER THEREOF AND BEING THE SOUTHWEST CORNER OF LOT 1 OF WINDING CREEK ESTATES PLAT 1 RECORDED IN BOOK 12831, PAGE 80-92 OF THE POLK COUNTY RECORDERS; THENCE NORTH ALONG THE EAST LINE OF SAID LOT 1 AND ALONG THE EAST LINE OF PARCEL "J" AS SHOWN IN A PLAT OF SURVEY RECORDED IN BOOK 12831, PAGE 176-177 OF THE POLK COUNTY RECORDER TO THE NORTHEAST CORNER THEREOF; THENCE NORTHWESTERLY ALONG THE NORTHEASTERLY LINE OF SAID PARCEL "J" TO THE NORTHWEST CORNER THEREOF AND BEING THE SOUTHWEST CORNER OF PARCEL "I" AS SHOWN IN A PLAT OF SURVEY RECORDED IN BOOK 12831, PAGE 173-175 OF THE POLK COUNTY RECORDS; THENCE NORTHWEST ALONG THE EAST LINE OF SAID PARCEL "I" AND ALONG THE EAST LINE OF PARCEL "H" OF SAID PLAT OF SURVEY RECORDED IN BOOK 12831, PAGE 173-175 TO THE NORTHEAST CORNER OF SAID PARCEL "H"; THENCE WEST ALONG THE NORTH LINE OF SAID PARCEL "H" TO THE

PLANNING SERVICES AGREEMENT

This agreement made between The City of Polk City, Iowa

the CLIENT and SNYDER & ASSOCIATES, INC., Consulting Engineers, The ENGINEER, for services concerning the following PROJECT:

Polk City Comprehensive Plan

See Attached Exhibit "A" which by this reference is made a part hereof.

SNYDER & ASSOCIATES, INC. agrees to perform the following professional services in connection with the PROJECT;

See Attached Exhibit "A"

The CLIENT hereby agrees to provide the ENGINEER all criteria, design and construction standards, and full information as to the CLIENT'S requirements for the PROJECT. Other terms and conditions of this contract, including time of performance are as follows:

See Attached Exhibit "A"

The CLIENT agrees to compensate the ENGINEER for the engineering services rendered under this agreement on the following basis:

See Attached Exhibit "A"

Progress payments shall be made in proportion to services as rendered and as indicated within this agreement, and shall be due and owing within 10 days of the ENGINEER'S submittal of his monthly statement. Past due amounts owed shall accrue interest at 1.5% per month from the 30th day. If the CLIENT fails to make monthly payments due the ENGINEER, the ENGINEER may after giving seven (7) days written notice to the CLIENT suspend services under this agreement.

THIS AGREEMENT IS SUBJECT TO ALL THE TERMS AND CONDITIONS LISTED ON THE ATTACHED PAGES.

This agreement represents the entire and integrated agreement between the CLIENT and the ENGINEER and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both the CLIENT and the ENGINEER.



FOR CLIENT



FOR SNYDER & ASSOCIATES, INC.

City of Polk City, Iowa
CLIENT NAME

12/16/14
DATE

12/12/14
DATE

ROUTE EXECUTED COPY TO: Kathleen Connor

TERMS AND CONDITIONS

1. The ENGINEER intends to render its services under this agreement in accordance with the generally accepted professional practices for the intended use of the PROJECT.
2. Upon full payment of all monies due to ENGINEER under the terms of this agreement, the ENGINEER grants to CLIENT a nonexclusive license to reproduce the ENGINEER'S final certified copy of the Instruments of Service, if any, solely for purposes of designing, administering, using and maintaining the Project.
 - 2.1 ENGINEER agrees to allow transfer of its electronic media file(s) to the CLIENT, CLIENT understands and agrees that as a condition precedent, it will sign the ENGINEER'S "Electronic Media Transfer Agreement" form prior to the transfer of an electronic media file. A copy of the "Electronic Media Transfer Agreement" will be made available to CLIENT upon CLIENT'S request.
 - 2.2 All reports, plans, specifications, designs, field data, notes, drawings, computer files, construction documents and other documents and instruments prepared by the ENGINEER, if any, are acknowledged by CLIENT to be instruments of service and shall remain the property of the ENGINEER. Unless otherwise provided, ENGINEER shall retain all common law, statutory and other reserved rights, including copy rights.
 - 2.3 The CLIENT shall not reuse or make any modification to the Instruments of Service without the prior written consent of the ENGINEER.
 - 2.4 OWNERSHIP OF DOCUMENTS – All final documents and electronic media (hereinafter referred as "documents") pertaining to the PROJECT prepared under this agreement, including but not limited to survey, reports, design plans, specifications and special studies shall become the property of the CLIENT upon completion or termination of the services and full and final payment to the ENGINEER. The ENGINEER may make copies of these documents for their records. The ENGINEER will not be responsible for any claim, liability, or other costs arising out of any unauthorized reuse or modification to the documents from, or through, the CLIENT without written authorization of the ENGINEER.
3. Neither party shall hold the other responsible for damages or delay in performance caused by acts of God, strikes, walkouts, accidents, Government acts, or other events beyond the control of the other or the other's employees and agents.
4. **CONSTRUCTION OBSERVATION.** If Construction Observation is included in the scope of services, the ENGINEER shall visit the Project site at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the CLIENT and the ENGINEER, in order to observe the progress and quality of the Work completed by the Contractor. Such visits and observation are not intended to be an exhaustive check or a detailed inspection of Contractor's work but rather are to allow the ENGINEER, as an experienced professional, to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the construction Contract Documents.
 - 4.1 Based on this general observation, the ENGINEER shall keep the CLIENT informed about the progress of the Work and shall endeavor to guard the CLIENT against deficiencies in the Work.
 - 4.2 Construction Observation will follow the "Critical Path" services as outlined in Exhibit "B" attached to this Agreement. If the CLIENT desires more extensive project observation or full-time project representation, the CLIENT shall request that such services be provided by the ENGINEER as Additional Services on a Work Order or as Additional Services by way of a Change Order.
 - 4.3 The ENGINEER shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Construction Contract Documents.
 - 4.4 The ENGINEER shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The ENGINEER does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Construction Contract Documents or any applicable laws, codes, rules or regulations.
5. Any Opinion of the Construction Cost prepared by the ENGINEER represents his judgment as a design professional and is supplied for the general guidance of the CLIENT. Since the ENGINEER has no control over the cost of labor and material or over competitive bidding or market conditions, the ENGINEER does not guarantee the accuracy of such opinions as compared to Contractor bids or actual cost to the CLIENT.
6. The CLIENT will require any Contractor or Subcontractor performing work in connection with drawings and specifications produced under this agreement to hold harmless, indemnify and defend the CLIENT and the ENGINEER their consultants, and each of their officers, agents and employees from any and all liability claims, losses, or damages arising out of or alleged to arise from the Contractor's (or Subcontractor's) negligence in the performance of the work described in the construction contract documents.
7. Normal and customary engineering and related services do not include services defined as Additional Services. Additional Services shall be performed as requested in writing by the CLIENT and shall be billed to the CLIENT on an hourly basis at hourly fees set forth in the Standard Fee Schedule attached hereto or as set forth in a written Scope of Services defined by the CLIENT and the ENGINEER.

8. The ENGINEER shall maintain insurance to protect the ENGINEER from claims under Workmen's Compensation Acts; claims due to personal injury or death of any employee or any other person; claims due to injury or destruction of property; and claims arising out of errors, omissions, or negligent acts for which the ENGINEER is legally liable. The minimum amounts and extent of such insurance is as follows:

<u>Type of Coverage</u>	<u>Limits of Liability</u>
1. Worker's Compensation	Statutory
Bodily Injury by Accident	\$500,000 each Accident
Bodily Injury by Disease	\$500,000 each Employee
Bodily Injury by Disease	\$500,000 Policy Limit
2. Commercial General Liability	
Bodily Injury (including death) and Property Damage	\$1,000,000 Combined Single Limit
3. Business Auto Liability	
Bodily Injury (including death) And Property Damage	\$1,000,000 Combined Single Limit
4. Professional Liability	
	\$1,000,000 per claim
	\$1,000,000 annual aggregate

- 8.1 Policies providing the insurance specified in number 2 and 3 above may be endorsed to include CLIENT as an additional insured upon CLIENT'S request. CLIENT shall pay for any additional premium charged by the insurer for this endorsement.
- 8.2 All policies may include, upon CLIENTS request, a provision restricting the right of the insurer to cancel such coverage except upon written thirty (30) day's notice to CLIENT.
- 8.3 Certificates evidencing the coverage above shall be delivered, upon CLIENT'S request, to CLIENT prior to performing any Services under this Agreement.
9. Any direct expenses in connection with submittal of fees to any and all regulatory agencies required by the PROJECT shall be paid for directly by CLIENT. Any and all soils or other testing and analysis performed by an independent testing laboratory shall be billed directly to the CLIENT for payment.
10. All services performed on an hourly basis shall be performed in accordance with the current fiscal year Snyder & Associates, Inc. Standard Fee Schedule in affect at the time of actual performance. All services quoted on a lump sum basis shall be valid for one year from the contract date.
11. If the CLIENT fails to pay the undisputed portion of the ENGINEER'S invoices within 30 days of presentation, the ENGINEER shall cease work on the project and the CLIENT shall waive any claim against the ENGINEER, and shall defend and hold the ENGINEER harmless from any claims for loss resulting from cessation of service. In the event of remobilization, the CLIENT and ENGINEER shall renegotiate appropriate terms and conditions of the AGREEMENT, such as those associated with budget, schedule or scope of service. In the event any bill or portion thereof is disputed by the CLIENT, the CLIENT shall notify the ENGINEER within ten (10) days of receipt of the invoice in question, and the CLIENT and ENGINEER shall work to resolve the matter within sixty (60) days of notification by the CLIENT of the dispute. If resolution is not attained within sixty (60) days, either party may terminate this AGREEMENT, in accordance with the Termination Section of this AGREEMENT.
12. The ENGINEER or CLIENT may, after giving seven (7) days written notice to the other party, terminate this agreement and the ENGINEER shall be paid for services provided to the termination notice date, including reimbursable expenses due, plus termination expenses. Termination expenses are defined as reimbursable expenses directly attributed to the termination.
13. In the event of any litigation arising from or related to the services provided under this Agreement, the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees and other related expenses. It is further agreed that any legal action between the Client and the Engineer arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Iowa.
14. Neither the CLIENT nor the ENGINEER shall delegate, assign, or otherwise transfer his duties under this agreement without the written consent of the other.
15. In the event any provisions of this agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.
16. ENGINEER shall not be responsible or liable for compliance with any storm water discharge requirements at the site, if any, other than the preparation of the Notice of Intent for Storm Water Discharge Permit No. 2 applicable to the site and creation of the initial storm water pollution prevent plan (SWPPP) for the site.

EXHIBIT 'A'
POLK CITY COMPREHENSIVE PLAN

CLIENT: CITY OF POLK CITY

CONSULTANT: SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BOULEVARD
ANKENY, IOWA 50023

PROJECT: TO PROVIDE COMPREHENSIVE PLANNING SERVICES
RELATED TO PREPARATION OF THE CITY'S NEW
COMPREHENSIVE PLAN

DATE: DECEMBER 8, 2014

SCOPE OF SERVICES

A. OUTREACH.

1. Outreach includes one meeting per month with the Steering Committee, six staff meetings/interviews, four key person interviews, three Stakeholder meetings, one public open house, one public event, three Council meetings, and one public hearing prior to plan adoption. The consultant will coordinate with the Polk City Technical Director regarding content for social media.

B. DISCOVER

1. *Gather & Review Existing Studies.* Snyder & Associates, Inc., together with City Staff, will assemble pertinent background information and data for the city and growth areas. This information includes census data, demographic trends, history, the 2002 Comprehensive Plans for Polk City, current land use plans for Ankeny and Polk County. The firm has copies of pertinent water studies, sanitary sewer studies, FIRM maps and other relevant studies and documents as necessary to complete the project. The firm will work with staff to determine the extent of mapping required to prepare the base maps for the project. The firm plans to use County parcel mapping with associated aerial photography. Consideration will be given to other map products that would be useful to staff. The mapping effort will be accomplished in a manner that will allow the data to be integrated into the City's GIS program. Mapping will be provided in pdf format and digital format.
2. *Existing Land Use & Map.* Snyder & Associates, Inc. will conduct a land use inventory of existing land use patterns within the growth areas, based on data and information available through the county, from our knowledge of the community, and from windshield survey. A door-to-door land use survey of specific properties is not included. Aerial photos will be used to identify major drainage ways, woodlands, and other features difficult to see from a public right-of-way. The Existing Land Use Map will graphically depict physical land use of the non-urbanized areas within and adjoining the city. We will quantify existing land use conditions in those areas in terms of acreage and development densities.
3. *Environmental Assessment & Map.* Snyder & Associates, Inc. will use aerial photography, soils surveys, USGS Topographic maps, FIRM maps, and land use

inventories to identify and map environmentally sensitive areas with areas of potential growth and annexation. Areas consisting of steep slopes, extreme topography and poor soils will be mapped. Woodlands will be identified and flood hazard areas defined. Areas supporting unique physical features will be noted. The firm understands the constraints and impact of these issues on development and growth. For example, the rugged terrain surrounding Polk City may limit the future density of development as well as restricting the length of streets and their continuity.

4. *Land Consumption & Map.* Working with the Technical Director, a map will be prepared to identify development that has occurred over the last twenty (20) years, in five-year increments. Residential developments will be categorized based on the year the property was platted while commercial and industrial uses will be based on Polk County data for the age of the building. Acreage for each parcel will be collected and implied. This will allow the consultant and city to review the recent land consumption for single-family residential, multi-family residential, commercial, and industrial uses over time.
5. *Opportunities & Constraints.* Through input gathered during the outreach process, Snyder & Associates, Inc. will identify positive opportunities affecting Polk City. Economic, infrastructure, environmental, and political opportunities will be explored with respect to their contribution to growth. Conversely, constraints to growth due to these venues will be addressed. An evaluation of these opportunities and constraints together will be used to identify the focus for elements of the Comprehensive Plan.

C. EVALUATE

1. *Population Trends & Projections.* The consultant will review historic population trends as well as the Special Census Data, if it becomes available. Information will be acquired from the Des Moines Area MPO, as available. Snyder & Associates, Inc. will prepare population projections for the planning horizon, anticipated to be 20-30 years. The consultant may prepare two population projections, one showing a more aggressive growth trend and the other using a more conservative approach, providing a population range for planning purposes. Working with the North Polk School District, appropriate attendance centers will be located based upon anticipated residential growth. These new facilities will be depicted on the future land use plan.
2. *Existing Land Use.* Vacant land that is zoned for commercial, industrial, or multi-family use will be examined. Existing Land Use will be reviewed with respect to planning principals. Items of concern, such as incompatibility of adjacent land uses will be discussed. Significant non-conforming land uses will be identified.
3. *Land Use Needs.* The consultant will estimate land use needs, based on residential, commercial, and industrial use, to accommodate growth through the planning horizon. This information will be used as the future land use plan is prepared.
4. *Existing Streets and Trails & Map.* Snyder & Associates, Inc. will review the current transportation system in Polk City and related information including functional classification. Pavement surfaces for each street will be mapped by the Technical Director. The focus of this task will be to evaluate the need for future extension of the City's arterial and collector streets as per the new land use plan, both within the city and in the designated growth areas. The firm will determine if changes are needed to reflect

the needs of the new land use plan, community needs or decisions by other government bodies, such as the Iowa DOT. If the City desires a more extensive transportation plan, an addendum to this Scope of Services will be needed.

5. *Existing Park Service Areas & Map.* Snyder & Associates, Inc. prepared the 2008 Master Trail Plan and is very familiar with the City's parks and trail system. The 2008 Master Trail Plan will be updated and incorporated into the Comprehensive Plan, along with all existing and recommend new parks including neighborhood parks, community parks, greenbelts and state/regional facilities. The firm's planners will review the need for additional neighborhood and community park facilities within the designated growth area, with the classification of each park determined by its location and service area. Consideration will be given to the utilization of natural drainage and other environmentally sensitive areas as greenbelt corridor locations for bicycle and pedestrian trails. A summary of facilities will be prepared, including active Recreation, Passive Recreation areas and open space, Community Recreation buildings, Social Centers/Senior Centers, and Joint Use Facilities.
6. *Water System & Map.* Snyder & Associates, Inc. will review the city's Water System map and make recommendations regarding the location for larger water main loops, to serve the city's needs based upon the future land use plan. The findings of the 2014 Water Supply Study, including items such as the city's capacity with Des Moines Water Works (DMWW) or the need for additional storage, will be incorporated into the report. Detailed water modeling or similar studies are not included this scope of services. Necessary improvements to the City's infrastructure required to serve the designated growth area will be identified. Issues such as private irrigation systems impact on water usage and city streets will be discussed, along with recommendations for same.
7. *Sanitary Sewer System & Map.* The consultant will review the city's Sanitary Sewer map and define service areas for various trunk sewer extensions to serve the designated growth area to be added to the map. Provisions that have been made for such extensions, such as the E. Southside Drive sewer extension across Andrew Snetselaar's property, will be identified. This scope of services does not include a capacity analysis of sanitary sewers. Polk City's connection to WRA, including capacity, will be discussed in the report. Necessary improvements to the City's infrastructure required to serve the designated growth area will be identified.
8. *Storm Sewer System & Map.* The firm will review the city's Storm Sewer map and, using LIDAR, will outline the major drainage basins to be added to the map. The FEMA floodplain will be added to the map, based on the upcoming 2015 draft FIRM once it is available. Information from the 2014 Updated Flood Study will be included in the report. Sites for potential regional detention will be identified. Detailed transportation drainage studies are not included in this scope of services. Potential revisions to the City's detention requirements will be discussed, particularly in light of drainage and erosion issues in various ravines in the city. Information from the 2012 Inflow & Infiltration Study will be incorporated into the report. Issues such as sump pump discharge and sump collector lines, along with recommendations to address such issues.
9. *Municipal Facilities.* Working with department heads and appropriate representatives, Snyder & Associates, Inc. will identify the increased demands placed on public facilities including the city hall, police department, fire department and EMS, library, public works/recycling center, and other municipal buildings due to growth. Based on this input, the preliminary report will include the need for additional space and/or buildings

related to the City's anticipated growth. Approximate locations of new public facilities, if any, will be designated on the plan.

10. *Municipal Services.* This consultant will work with department heads to identify additional demands placed on the city administration, police department, fire department and EMS, library, public works and technology related to recent and expected increases in population. The plan will identify additional personnel and equipment that may be needed in order to maintain the high quality of services Polk City now provides and its citizens have come to expect.
11. *Goals & Objectives.* Goals will be developed to reflect the desires, values and concerns of the community and represent a synthesis of input gleaned from the community, key personnel and staff. Each of these goals may include tangible objectives, with outcomes that can be measured. These objectives will be incorporated into the Implementation Plan. Together, these goals and objectives become the framework for Polk City's vision of their future.

D. VISUALIZE

1. *Commercial Nodes & Gateways.* The Des Moines Area MPO has identified planned commercial nodes in Polk County and Ankeny. These nodes will be reviewed in relation to Polk City's needs and desires. Existing and proposed highway corridor commercial development will be analyzed. Proposed commercial nodes and will be developed for Polk City. Polk City's Gateways will be recognized in the plan. Conceptual ideas for enhancing these gateways to create a sense of destination will be explored.
2. *Future Land Use Plan & Map.* The proposed land uses contemplated by Polk City's 2002 Comprehensive Plan, along with the 2006 Update related to realignment of the planned Northeast Beltway, will be reviewed and Snyder & Associates, Inc. will determine if they still apply, particularly given the input and policies being contemplated by the current strategic planning process. Using the community's vision as a framework, the firm will prepare an updated land use plan for the existing City and the identified growth areas. Snyder & Associates, Inc. will examine the city's residential land use inventory based on land use and interviews with staff. Housing will be classified by type: single-family detached, townhomes, condominiums, and rental apartments. The firm will make recommendations regarding future needs for housing stock, based on type. Efforts to provide affordable housing will be examined. Areas will be identified for specific types of housing and densities of dwellings to encourage diversification of the housing stock available. The firm will make recommendations for locations and areas for future retail, general commercial, offices/office parks, and industrial sites. The rationale for those recommendations will be documented. Potential impact of plans for transportation projects will be identified. Development concepts for specific areas will be further defined in the plan through the use of photographs of similar developments to make a visual statement of the city's desires for the area and to use as an aid as development guidelines are created.
3. *Major Streets Plan & Map.* Snyder & Associates, Inc. will review the current transportation system in Polk City and related documentation including the 2003 Transportation Plan, Functional Classification map and current CIP for proposed improvements. The focus of this task will be to evaluate the need for future extension of the City's arterial and collector streets as per the new land use plan as well as the need for new such streets in the designated growth area. The firm will determine if changes are

needed to reflect the needs of the new land use plan, community needs or decisions by other government bodies, such as the Iowa DOT. If the City desires a more extensive transportation plan, an addendum to this Scope of Services will be needed.

4. *Trails Plan & Map.* A Trails Plan will be developed based upon the needs and desires of the community. Both existing and future trails will be shown on the plan, with design consideration given to community and regional connectivity. The Polk City Connector may be shown, though would need to be adjusted from its original location. Consideration will be given to the utilization of natural drainage and other environmentally sensitive areas as greenbelt corridor locations for bicycle and pedestrian trails.
5. *Parks Plan & Map.* A Parks Plan will be developed identifying the needs and desires of the community. Future neighborhood and community park facilities will be shown on the plan, as well as on the Future Land Use Plan. Consideration will be given to rail access as well as street frontage in order for the parks to be prominent public open spaces and part the fabric of the community.
6. *Development Guidelines.* As the Future Land Use Plan evolves, it may become necessary to develop guidelines to direct development in the manner the community desires. For example, if the city wants a particular area to be developed as mixed use, with retail on the first floor and residential on the second floor, the Comprehensive Plan should identify these areas and provide some general guidelines for design. Opportunities will be identified that may promote low impact development and green site design. Clustered development and other design elements will be considered as a means to encourage environmentally friendly design while maintaining economically feasibility. The need for specific Development Standards and potential changes to the Zoning Regulations would be included in the Implementation Plan.

E. STRATEGIZE

1. *Growth Management Policies.* The Development Guide lines are one very specific type of policy. However, policies may be physical, organizational or economic in nature and should be included in the plan. As an example, one policy the plan may discuss is the way in which the city treats and accepts parkland dedications. Access management plans are another example of implementation of a specific planning policy. Subdivision Regulations will be reviewed with particular attention to the policies that are developed for growth management. Once a draft set of growth management policies has been compiled, we suggest a City Council work session to present the work to date, identify areas that are sensitive and explore options to achieve the desired result.
2. *Implementation Plan.* The Implementation Plan will consolidate the recommendations, objectives, development guidelines, and policies generated throughout the project into a list of very specific items. Each item will be classified as an action items, policy item, or capital improvement. Action items require specific effort, typically on the on the part of staff. Policy items require continuing efforts to implement the plan, often necessitating specific regulatory or administrative action. Capital Improvement items require public investment in order to implement the plan. Each item is assigned a time frame, such as 0-3 years, 3-10 years, or 10-20 years. We recommend each item is assigned to a responsible group or party to help ensure future action is taken.

F. DOCUMENT

1. The Comprehensive Plan report will contain the work product of each of the above tasks. Reports, calculations, recommendations, graphs, tables and maps will be compiled into one cohesive document. The report will be understandable, reasonable and precise so that it translates into enforceable policy. The Land Use Plan will depict land uses which are consistent with desired zoning and subdivision regulations. Maps will depict areas lying outside and adjoining the urbanized are of the city as well as within future growth areas. Maps anticipated to be included in the Comprehensive Plan include Environmental constraints, Existing Land Use, Future Land Use Plan, Major Streets Plan, Water System, Sanitary Sewer System, Storm Sewer System with drainage basins, Parks Service Areas Plan, and Parks & Trails Plan.

DELIVERABLES

- (1) Preliminary Draft Report. Twenty (20) copies
- (2) Final Comprehensive Plan Report: Thirty (30) copies after Council approval
- (3) Digital Maps: An electronic copy in ArcView G.I.S. of each map included in the Final Comprehensive Plan Report
- (4) PDF Report: One (1) copy of Final Comprehensive Plan Report and maps.

SCHEDULE

The consultant will complete the scope of services outlined above within eighteen months of contract approval.

INFORMATION FROM CITY

The City of Polk City shall provide their updated ArcView GIS data, shapefiles and aerial photographs, along with most current GIS information available from Polk County and the Des Moines Area MPO, for the consultant's use on the project. Polk City Technical Director will assist the consultant by performing various GIS queries as outlined in the proposal. The consultant will review and incorporate the following maps into the Comprehensive Plan that are to be prepared by the City:

- Existing Land Use
- Existing Streets & Trails
- Major Streets Map
- Water System Map with future 12" water main loops
- Sanitary Sewer System Map with trunk sewer service areas
- Storm Sewer System map with major drainage basins
- Parks Service Areas Map

FEES

The fees for Engineering Services shall be as described below. Monthly billings will be based on the percentage of completion through the end of billing period:

Outreach	Lump Sum	\$ 5,656
Discover	Lump Sum	\$ 5,372
Evaluate	Lump Sum	\$ 7,837
Visualize	Lump Sum	\$11,676
Strategize	Lump Sum	\$ 2,672
Document	Lump Sum	<u>\$ 6,676</u>
TOTAL:		\$39,889

ORDINANCE NO 2015-100

**AN ORDINANCE AMENDING CHAPTER 65, STOP OR YIELD REQUIRED
AND CHAPTER 69 PARKING REGULATIONS**

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

Section 1. Chapter 65, Section 65.02 Stop required, of the Polk City Code of Ordinances; is hereby amended by adding the following:

- The entrance from Summer Street to E Church;
- The entrance from Summer Street to E Van Dorn;
- The entrance from Walker Street to E Church;
- The entrance from Walker Street to E Wood;
- The entrance from W Van Dorn Street to Bennett;
- The entrance from Edgewater Drive to Parker Boulevard;
- The entrance from Seagrass Avenue to Bridgeview Street;
- The entrance from Seagrass Avenue to Pelican Drive;
- The entrance from Breakwater Place to Seagrass Avenue;
- The entrance from Twelve Oaks Drive to E Southside Drive;
- The entrance from Twelve Oaks Court to Twelve Oaks Drive;

Section 2. Chapter 69, Section 69.08 No Parking Zones of the Polk City Code of Ordinances; is hereby amended by adding the following:

- Twelve Oaks Court on the south side between Twelve Oaks Drive and through the cul-de-sac;
- Twelve Oaks Drive on the west side to the end of E Southside Drive;
- Edgewater Drive on the north and south side from Parker Boulevard to Bridgeview Street;
- Bridgeview Street on the west side from Edgewater Street to the end of the street;
- Bridgeview Street on the east side from Edgewater Street to a point 80' north;
- Seagrass Avenue on the north side from Bridgeview Street to Pelican Drive;
- Breakwater Place on the west side from Seagrass Avenue through the cul-de-sac;
- Pelican Drive on the west side through the cul-de-sac.

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

Section 4. 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 12th day of January 2015.

Jason Morse, Mayor

ATTEST:

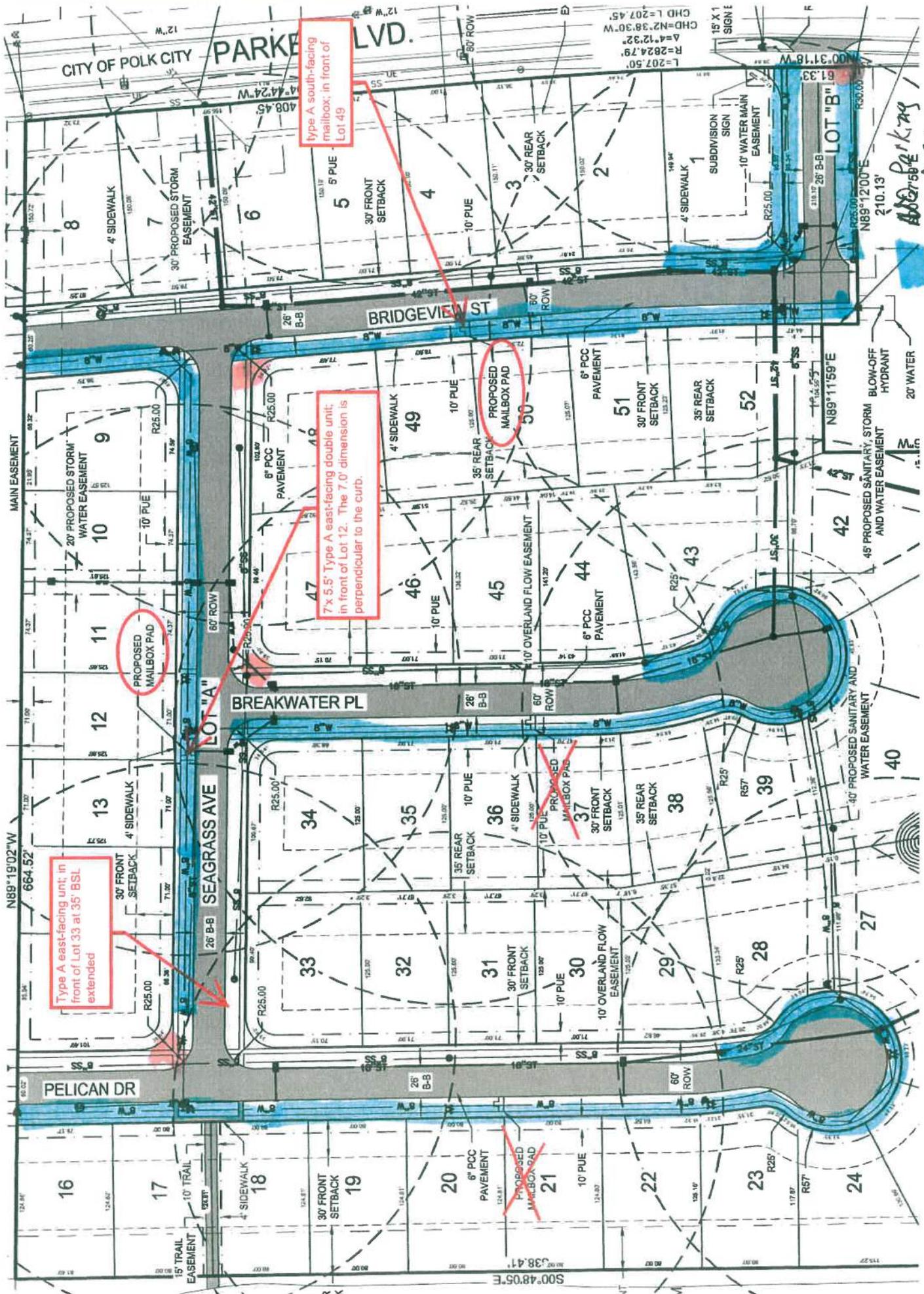
Jennifer Ratcliff, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date of Publication: _____

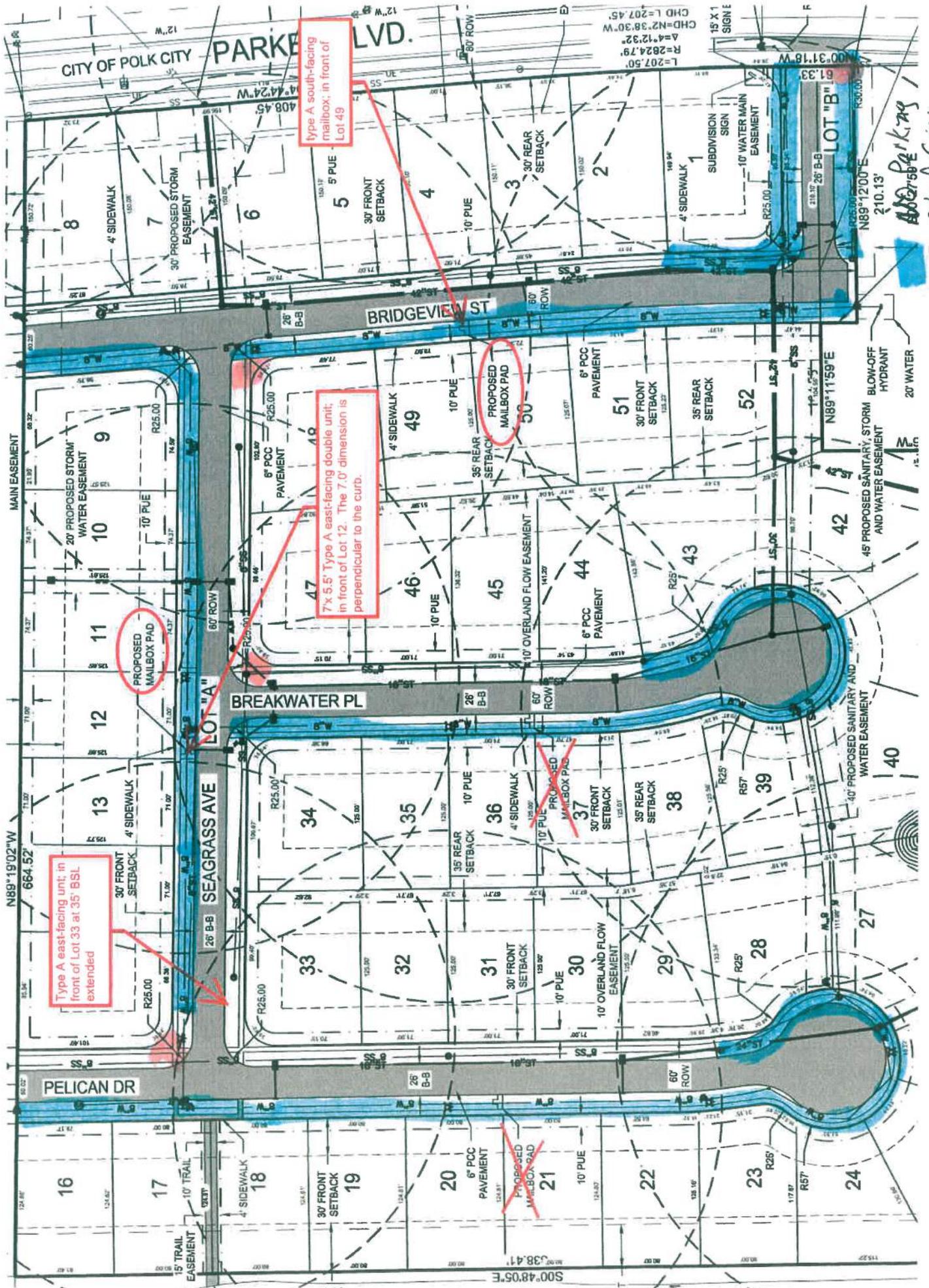


Type A east-facing unit; in front of Lot 33 at 35' BSL extended

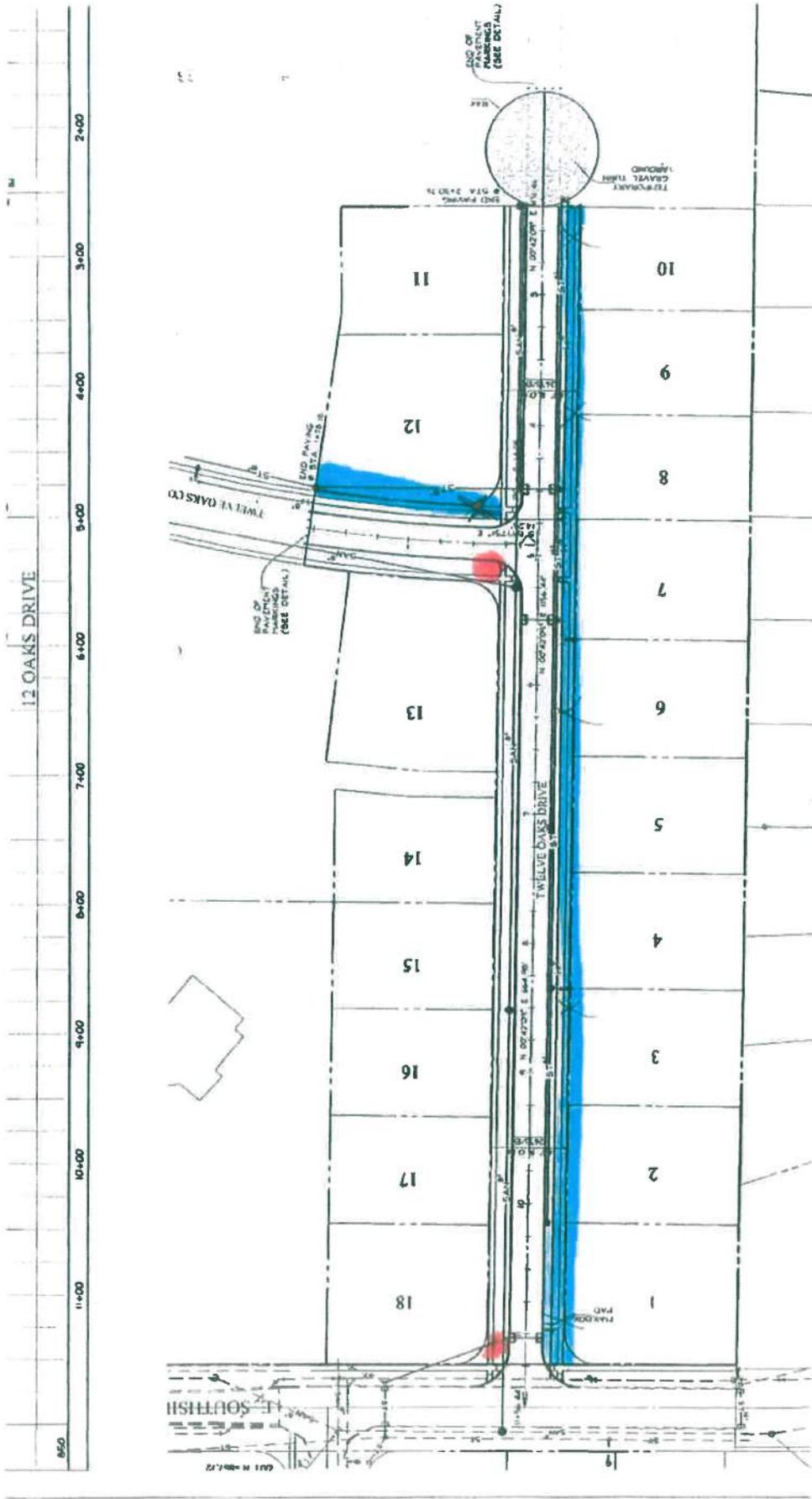
Type A south-facing mailbox; in front of Lot 49

7x5.5' Type A east-facing double unit; in front of Lot 12. The 7.0' dimension is perpendicular to the curb.

Address Parking
Stop Sign



Abbe Parkng
Stop Sign



- ||| No parking
- || Stop Signs
- ||| Twelve Oaks Drive
- || Twelve Oaks Court
- | E Southside Dr

objects 3\PROJECTS\CC1500\CC1590\CC1590 BASE.dwg, PAV1, 6/5/2014 12:29:56 PM, karrford, 1:109.524

ORDINANCE NO. 2014-200

**AN ORDINANCE ADOPTING A RESTATED OFFICIAL ZONING MAP,
FOR THE CITY OF POLK CITY, IOWA**

WHEREAS, the current Official Zoning Map for the City of Polk City was approved on May 10, 2010 is need of updating based on subsequent growth and development and has become difficult to interpret due to annexations, rezoning and use; and

WHEREAS, the Official Zoning Map has been updated that makes no changes to the zoning district boundaries other than to reflect approved annexations and rezoning, incorporate text amendments to Chapter 165, and correct drafting or other errors or omissions in the current Official Zoning Map; and

WHEREAS, on the 12th day of January, 2015, the City Council now deems it reasonable and appropriate to approve a new Official Zoning Map in accordance with Chapter 165.04 of Polk City Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF POLK CITY, IOWA:

Section 1. A new Official Zoning Map for the City of Polk City, Iowa is hereby adopted in accordance with chapter 165.04 of Polk City Municipal Code; said new Official Zoning Map is attached hereto as Exhibit "A".

Section 2. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

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

PASSED AND APPROVED this 12th day of January 2014.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

First reading: _____
Second reading: _____
Third reading: _____
Publication Date: _____ (*effective date of Ordinance*)



Memorandum

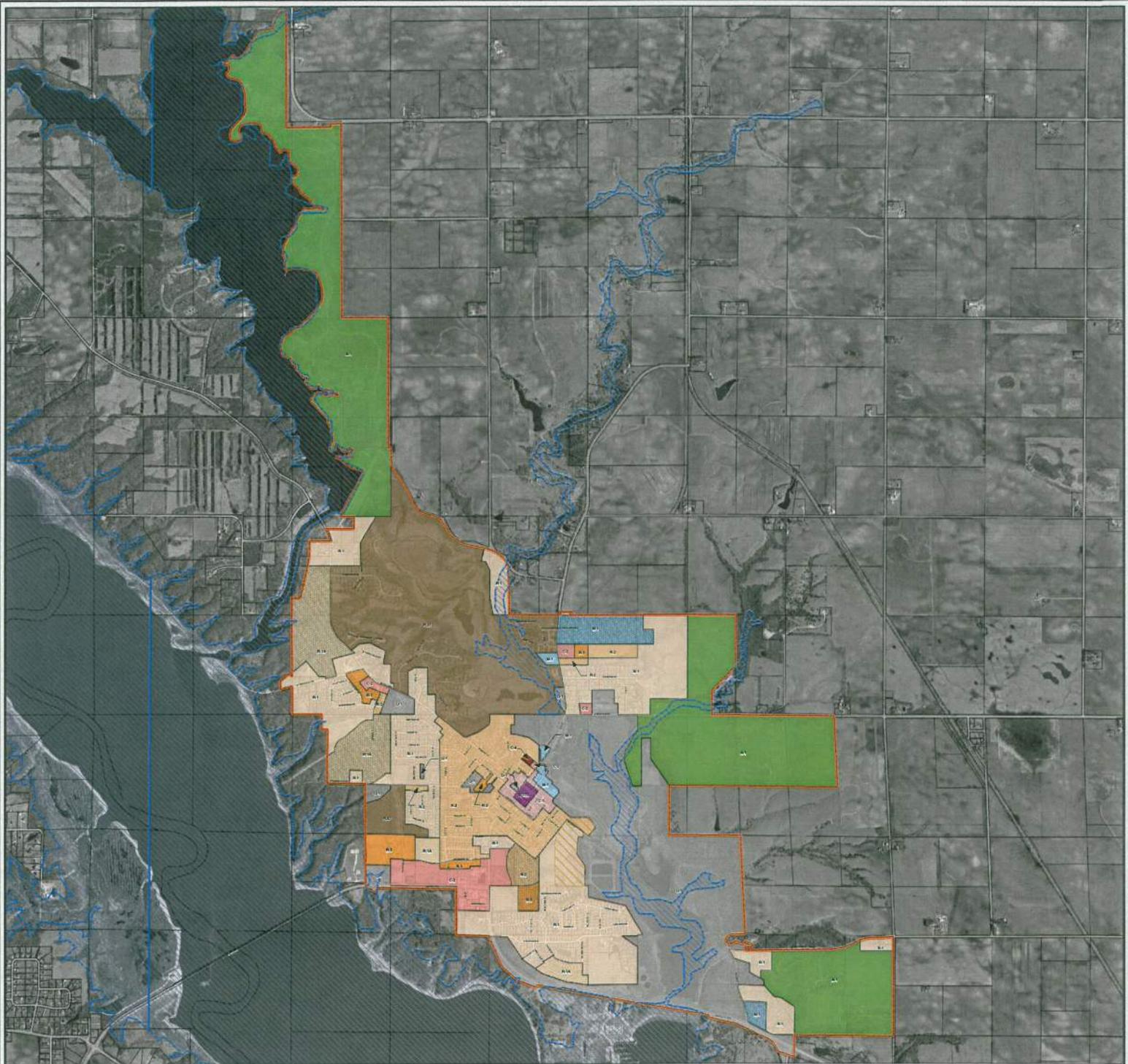
To: Honorable Mayor and City Council **Date:** January 8, 2015
From: Kathleen Connor
CC: Gary Mahannah
RE: Adoption of the new Official Zoning Map

The City of Polk City last adopted an Official Zoning Map on April 10, 2010. Since that time, there have been a number of annexations and rezonings, as well as text amendments to the Zoning Regulations that have been approved by the City that should be reflected on the Official Zoning Map. With the recent annexation of Big Creek State Park and the city's membership in the FEMA program, staff believes this is a reasonable time for the City to adopt a new Official Zoning Map.

Attached to this Memo is the proposed new Official Zoning Map. Changes shown on this zoning map include:

1. Rezoning of the southern portion of Water's Edge Marine from C-2 to M-1(R)
2. Rezoning of All Seasons storage from C-1 to M-1
3. Rezoning of Jester & Broadway Townhomes from C-2 to R-3
4. Rezoning of TCI Pod K from C-2 to PUD
5. Rezoning of Lost Lakes from R-1 to R-1A(R)
6. Addition of the Government Facilities District (GF)
7. Annexation of Aric Sharp property and TCI parcel
8. Rezoning of Aric Sharp property to R-1
9. Rezoning of TCI parcel to PUD
10. Annexation of Big Creek State Park
11. Addition of the Floodplain Overlay District (FP)
12. Addition of 1000' buffer for the WWTP, required per WRA

P&Z recommended approval of this new Official Zoning Map on October 20, 2014, pending the FP-Floodplain Overlay District becoming effective. Since that has occurred, we now recommend City Council adopt the attached, new Official Zoning Map. Once certified, the official copy of this map should be retained in the City Clerk's files.



Certification
 This is to certify that this Official Zoning Map supersedes and replaces the Official Zoning Map adopted on the 10th day of May, 2010, as part of the City's Zoning Code.

Approved:

Jason Morris, Mayor

Attest:

Jennifer Batalluff, City Clerk



CITY OF POLK CITY

Official Zoning Map

Update Notification Statement: Report updates and omissions to the City of Polk City, PO Box 426, Polk City, Iowa 50226

Zoning Districts

- | | | | | |
|---|---|---|---------------------------------------|--------------------------------|
| A-1 Agricultural District | R-2A Townhome Residential District | C-1 Central Business District | M-1 Light Industrial District | City Corporate Limits |
| R-1 Single Family Detached Residential District | R-3 Multiple Family Residential District | C-2 Commercial District | M-2 Heavy Industrial District | Zoning Restrictions |
| R-1A Single Family Residential District | R-4 Mobile Home Park Residential District | C-3 Office Park Commercial District | U-1 Public Utility District | FP Floodplain Overlay District |
| R-2 One & Two Family Residential District | C-TS Town Square Business District | C-4 Neighborhood Friendly Commercial District | PUD Planned Unit Development District | WWTF Buffer (1000') |
| | | | GF Government Facility District | |



SNYDER & ASSOCIATES
 Engineers and Planners

2,200 1,100 0 2,200
 1 inch = 800 feet

ISSUE: MAYOR'S REPORT

INFORMATIONAL:

BACKGROUND:

Informational report from the Mayor on the City of Polk City's activities.

RECOMMENDATION:

None.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@polkcity.org;
(515) 984-6233.

ISSUE: COUNCIL REPORT

INFORMATIONAL:

BACKGROUND:

Informational report from the City Council.

RECOMMENDATION:

None.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@polkcity.org;
(515) 984-6233.

ISSUE: COUNCIL DISCUSSION

INFORMATIONAL:

BACKGROUND:

Discussion from the City Council on Polk City business.

RECOMMENDATION:

None.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@polkcity.org;
(515) 984-6233.

ISSUE: CITY ADMINISTRATOR REPORT

INFORMATIONAL:

BACKGROUND:

Informational report from the City Administrator on the Economic Indicators.

RECOMMENDATION:

None.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@polkcity.org;
(515) 984-6233.

ISSUE: CITY REPORTS

INFORMATIONAL:

BACKGROUND:

Informational report's from the City Attorney, City Engineer, Public Works, Information Technology, Library, Police, and Fire Department.

Reports are on the following pages.

RECOMMENDATION:

None.

STAFF CONTACT:

Jennifer Ratcliff, jratcliff@polkcity.org;
(515) 984-6233.

Polk City Water Department

Monthly Report

Month Dec

Year 2014

Total Water Pumped 2925110 Gallons
Monthly Daily Avg 94358 Gallons

Testing Results

- **SDWA Bacteriological Coliform Analysis** absent University Hygienic Lab.
Fecal Coliform Analysis- Sample incubated 35c for 48 hrs then examine for gas production. Gas production verifies presence of fecal coliform organisms.
- **Fluoride Analysis** .8 University Hygienic Lab.
A fluoride concentration of approx. 1mg/l in drinking water effectively reduces dental caries without harmful effects on health. MCL for fluoride is 4.0 mg/l.
Fluoride at Plant- Monthly Average .82 mg/l Polk City Lab.
Fluoride in System- Monthly Average .79 mg/l Polk City Lab.
- **Chlorine Free At Plant- Monthly Average** 1.07 mg/l Polk City Lab.
Chlorine Total at plant- Monthly Average 3.23 mg/l Polk City Lab.
Chlorine Free in System- Monthly Average .75 mg/l Polk City Lab.
Chlorine Total in System- Monthly Average .94 mg/l Polk City Lab.
Chlorine requirement is the quantity of chlorine that must be added to H₂O to achieve complete disinfection of pathogens and protozoa. Chlorine residuals will vary widely depending on organic loading. We also use chlorine to oxidize iron prior to filtration.
- **Iron Raw Water- Monthly Average** 6.72 mg/l Polk City Lab.
Iron Finish Water- Monthly Average .02 mg/l Polk City Lab.
Iron System Water- Monthly Average .02 mg/l Polk City Lab.
Iron occurs in rocks and minerals in the earth's crust. It's the 4th most abundant element respectively. Iron has no effect on human health; its main objection is aesthetics. Concentrations of Iron in finish H₂O should be between 0.03-0.06mg/l.
- **Manganese Raw Water- Monthly Average** .18 mg/l Polk City Lab.
Manganese Finish Water- Monthly Average .10 mg/l Polk City Lab.
Manganese System Water- Monthly Average .03 mg/l Polk City Lab.
Manganese also occurs in rocks and the earth's crust. It is the 7th most abundant element. Manganese is extremely difficult to remove. Concentrations of Manganese in finish H₂O should not exceed 0.05mg/l or black staining of plumbing fixtures may occur. No effect on human health.
- **pH Raw Water Monthly Average** 8.2 mg/l Polk City Lab.
pH Finish Water-Monthly Average 8.4 mg/l Polk City Lab.
pH System Water- Monthly Average 9.1 mg/l Polk City Lab.
pH scale ranges from 0-14 with 7 being considered neutral. Below 7 becomes corrosive to plumbing, above 7 tends to deposit minerals in plumbing. We add caustic soda to maintain proper pH, which should range between 7.5-7.9 in finish water.

Total Tests Performed- Polk City Lab _____

Total Hours to perform tests _____

Polk City Police Department Monthly Report for December 2014

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Avg
02 Violation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
911 Incomplete	0	0	0	2	0	1	1	2	0	3	0	1	10	1
Alarm	7	2	5	1	3	3	6	7	4	6	3	0	47	4
Alcohol, Illegal Poss	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Alcohol, Supply	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Animal Bite	0	0	0	0	0	1	0	2	0	0	1	0	4	0
Animal Complaint	3	9	7	4	13	7	7	8	1	7	3	2	71	6
Animal Impound	1	1	1	1	1	2	2	0	4	2	0	1	16	1
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrest, Other	0	4	3	1	1	0	0	0	2	0	0	0	11	1
Arrest, Traffic	2	2	1	0	1	4	4	1	2	0	1	3	21	2
Arrest, Warrant	1	1	0	0	1	0	0	0	1	1	1	2	8	1
Assault	0	0	1	0	2	0	1	0	0	2	1	1	8	1
Assist, Dept	10	7	8	5	11	14	12	16	11	11	12	8	125	10
Assist, FD / Rescue	32	11	30	32	35	24	16	21	26	23	20	26	296	25
Assist, Public	41	39	51	64	76	85	73	73	73	52	51	43	721	60
Burglary	0	0	0	2	2	0	0	0	6	0	2	1	13	1
Burning, Illegal	0	0	3	2	1	0	0	0	1	0	1	0	8	1
Civil Dispute	0	0	0	2	1	1	1	0	0	1	0	0	6	1
Community Room	6	11	7	3	4	0	6	1	2	0	3	4	47	4
Complaint	0	0	0	0	0	0	0	0	0	0	1	0	1	0
Court Order Violation	0	0	1	0	0	0	0	0	1	1	0	0	3	0
Criminal Mischief	1	4	1	2	1	1	1	0	1	3	0	0	15	1
Death Investigation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Assault	3	0	0	0	1	1	1	0	0	1	0	1	8	1
Domestic Quarrel	4	2	2	1	3	7	8	10	3	1	5	6	52	4
DPQ	3	1	0	3	6	6	11	3	4	5	2	4	48	4
Fight	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Harassment	1	3	4	3	3	3	2	1	4	1	1	2	28	2
Indecent Exposure	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intoxication, Public	0	0	2	0	0	0	0	0	0	0	0	0	2	0
Loitering	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mental Subject	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Missing Person	0	0	0	0	1	0	1	1	0	1	1	1	6	1
Open Door	3	2	7	1	3	2	3	1	2	1	3	1	29	2
OWI	0	0	0	1	1	2	1	2	0	1	0	0	8	1
Parking, Illegal	4	6	5	11	15	16	10	13	14	8	7	11	120	10
Permit, Gambling	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Permit, Peddlers	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Person, Suspicious	4	6	9	11	12	9	15	10	14	8	6	7	111	9
Property, Found	0	2	2	4	2	3	3	1	3	1	2	4	27	2
Prowler	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Records Check	9	8	14	1	7	9	9	10	11	12	9	18	117	10
Search Warrant	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Snowmobile Comp	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Suicide	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Suicide, Attempt	1	1	0	1	0	0	1	0	0	2	1	2	9	1
Thefts	2	1	5	8	4	6	7	7	6	4	3	1	54	5
Trespass	0	0	0	1	3	0	0	2	0	0	1	0	7	1
Vehicle Crash, H & R	0	2	0	0	0	0	1	0	0	1	0	0	4	0
Vehicle Crash, PD	6	7	2	1	3	3	3	8	7	3	14	4	61	5
Vehicle Crash, PI	0	1	0	1	1	2	3	0	0	1	0	1	10	1
Vehicle, Abandoned	0	0	0	0	1	0	0	1	0	0	0	0	2	0
Vehicle, Disabled	15	23	17	11	12	22	16	12	20	10	16	7	181	15

Vehicle, Impound	0	0	0	1	1	0	0	0	1	0	0	0	3	0
Vehicle, Obsolete	0	0	0	0	0	0	0	0	1	0	0	0	1	0
Vehicle, Suspicious	9	8	9	12	10	5	3	7	10	16	12	12	113	9
Welfare Check	2	3	1	1	4	5	4	2	4	2	3	5	36	3
Assist, Public Recon	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Incidents	171	167	198	194	246	244	232	222	239	191	186	179	2,469	
														Total 2469

The Police Department handled a total of 179 incidents in the month of December. A total of 19 citations were issued along with 34 warning citations.