MEETING MINUTES
The City of Polk City
City Council
6:30 p.m., Monday, March 9, 2015
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on March 9, 2015. Before the meeting, staff emailed agenda packets to the City Council and posted the agenda at the City Hall office at 3:00 p.m., March 5, 2015. **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
Dave Dvorak | Pro Tem
Rob Sarchet | City Council Member
Dan Lane | City Council Member
Ron Anderson | City Council Member

Council Members Absent:
Rob Mordini | City Council Member

Staff Members Present:
Gary Mahannah | City Administrator
Jennifer Ratcliff | City Clerk
Deb Nabity | Finance Officer | Assistant City Administrator
Mike Schulte | Public Works Director
Jake Schreier | Technology Director
Kim Kellogg | Library Director
Dan Gubbins | Fire Chief
Dustin Bjornson | Police Department
Amy Beattie | City Attorney

(Swearing in of Robert Sarchet at 6:25 pm)

1. ***Call to Order*** | *The Honorable Jason Morse called the meeting to order at 6:30 pm.*
2. ***Roll Call*** | Mayor Morse, Sarchet, Dvorak, Lane, Anderson | Rob Mordini - Absent.
3. **Approval of Agenda**

MOTION: A motion was made by Anderson and seconded by Lane to approve the agenda.

MOTION CARRIED UNANIMOUSLY

4. ***Audience Items*** | ***No discussion on item 4.***
5. ***Consent Agenda Items***

MOTION: A motion was made by Dvorak and seconded by Anderson to amended items (M) adding the additional block out dates July 10-17, 2015.

MOTION CARRIED UNANIMOUSLY

MOTION: A motion was made by Lane and seconded by Sarchet to approve the consent agenda items with modified item (M) which added the dates of July 10-17, 2015, as blocked out dates, to be used by State Softball Tournament.

MOTION CARRIED UNANIMOUSLY

a) Approval of the City Council meeting minutes for February 23, 2015.
b) Receive and file the Parks Commission meeting minutes for March 2, 2015.
c) Receive and file the Board of Adjustments meeting minutes for February 18, 2015.
d) Approval of the Claims Statements for March 9, 2015.
e) Approval of Rob Sarchet's Resignation on the Planning & Zoning Committee.
f) Approval of Rob Sarchet's Resignation as Captain on the Polk City Fire Department; he will remain on as Paid on Call.
g) Approval of Teresa Nicholson Resignation from the Polk City Fire Department.
h) Approval of the Polk City Farmers Market Coordinator to use the City Square from May 7, 2015 – September 3, 2015 for the Farmers Market.
i) Approval of the Updated Appointments for 2015.
j) Approval of the Polk County Joint E911 Service Board Appointees from Polk City of Dan Gubbins as the Primary Representative and Mark Bowersox as the Alternate Representative.
k) Resolution 2015-17 approval and Adoption of the National Interoperability Channels for the Polk County Joint E911 Service Board.
l) Resolution 2015-18 approval of the January 2015 Snyder & Associates Invoice.
m) Approval of the ball fields for Adult Softball from June 30 thru August 23, 2015.

6. ***New Business***

a) The Mayor declared it was time to close the regular meeting at 6:38 p.m. and open the public hearing on the Fiscal Year 2015-2016 budget. The Mayor asked the City Clerk if any written comments were received for or against the amendment, none were. The Mayor asked if anyone present wished to be heard for or against the amendment, none did.
MOTION: was made by Anderson to close the public hearing at 6:45 p.m. and reopen the regular meeting, seconded by Lane.

MOTION CARRIED UNANIMOUSLY

MOTION: A motion was made by Lane and seconded by Dvorak to approve the Resolution 2015-19 adopting the City of Polk City's annual Budget for the Fiscal Year 2015-2016.

MOTION CARRIED UNANIMOUSLY

b) ***MOTION:*** A motion was made by Lane and seconded by Dvorak to approve the Resolution 2015-20 approval of the 28E Agreement for the Operation of a Metro Home Improvement Program.

Gary Mahannah specified that the 28E Agreement be for the Metro Home Improvement Program is a collaborative effort of in metro cities with the purpose to preserve affordable housing stock in these communities. The participating cities are Ankeny, Altoona, Clive, Grimes, Johnston, Pleasant Hill, Urbandale, West Des Moines, Polk City, and Windsor Heights. Assistance is for housing repairs and correcting code violations. The awards are in the form of a five-year forgivable loan to eligible households with an income of less than 80% of the Area Median Income. Eligible property types are single family dwellings and do not include mobile homes, homes purchased on contract, duplexes or rental units. The house assisted must be the primary residence of the applicant.

MOTION CARRIED UNANIMOUSLY

c) ***MOTION:*** A motion was made by Lane and seconded by Dvorak to approve the State Softball Tournament of Central Iowa Little League, and the 2015 State Tournament Sponsorship & Funding Request up to $9,000.
Charlie Husak of Polk City | IA – presented on the sponsorship request for Polk City to host the Central Iowa Little League and 2015 State Tournament event. Central Iowa Little League is asking the City of Polk City to be their Tournament Sponsor and provide funding for the event. The City Council agreed that this would be a positive for Polk City, and an opportunity for local businesses to welcome the nearly 1000 spectators that this event will bring daily in July.

MOTION CARRIED UNANIMOUSLY

7. Mayor's Report

The Mayor set the time for a work session on Monday, March 23, 2015, at 5:30 pm.

8. Council Report

Discussion by Council Members on item 8.

9. Council Discussion

No discussion by Council on item 9.

10. Administrator Report

Discussion by City Administrator on item 10.

11. City Reports

Discussion by City Staff on item 11.

12. Closed Session

MOTION: A motion was made by Anderson and seconded by Lane to approve the closed session in accordance with Iowa Code Section 21.5 (1) *c* to discuss the strategy with the City Council in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

MOTION CARRIED UNANIMOUSLY

13. Next Meeting Date – April 13, 2015.

14. Adjournment – 7:40 p.m.

Jennifer Ratcliff – City Clerk

Jason Morse, Mayor