

Notice of Meeting
Polk City | City Council Meeting

April 27, 2015 | 6:30 pm
City Hall | Council Chambers

Tentative Meeting Agenda

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Audience: Items not on the agenda will be discussed at this time.
5. Consent Items
 - a) Approval of the City Council Meeting Minutes for March 23, 2015.
 - b) Approval of the April 13, 2015, Claims Statement.
 - c) Approval the Financial Statement for March.
 - d) Receipt and File of the Library Board Meeting Minutes for April 14, 2015.
 - e) Receipt and File of the Planning and Zoning Commission Meeting Minutes for April 20, 2015.
 - f) Approval of the Temporary Site Plan for Cornerstone Dental's Annual Event, June 11, 2015 4:00 pm – 7:30 pm.
 - g) Approval of the Temporary Site Plan for the Polk City Chambers Concert Series May 29, June 26, 2015 6:00 – 9:00 pm & August 29, 2015 3:00 – 6:00 pm.
 - h) Approval of Maureen McGuire Resignation from the Library Board Effective May 31, 2015.
 - i) Approval of the Request by Polk City Development Corporation (PCDC) for \$2500.00, to pay JEO for the Aquatic Center Study.
 - j) Approval of the Request Made by Kiwanis Club of Polk City to Waive the rental fee for the Community Room for a Fundraiser on May 9, 2015 8:00 am – 12:00 pm.
 - k) Approval of Fareway Stores, Polk City, Class C Liquor Permit, Pending Approval from the Alcohol Beverage Division.
 - l) Approval of Kum & Go #135, Polk City Iowa Retail, Cigarette, Tobacco, Nicotine, Vapor Permit, Pending Approval from the Alcoholic Beverage Division.
 - m) Approval of the 2015 Farmers Market Temporary Sign Policy May 7 – September 3, 2015.
 - n) Approval of the 2015 Polk City Summer Recreation Hires Pending Completion of Background Checks;
Stacey Emary \$10.00, Sara Tolbert \$9.50, Michelle Bakken \$9.50, Chase Erickson \$9.00, Ann Marie McCormick \$9.00, Tammy Tounsley \$9.00, Misty Rhodes \$9.00, Skylar Finch \$9.00, Lexi Dvorak \$8.50, Jenna Kauble \$7.75, Cody Meiners \$7.50, Maxwell Wohkittel \$7.50, William McCormick \$7.75, Macayla Rhodes \$7.50, Grace Leonard \$7.75.
 - o) Approval of Firefighter Tyler Rommel's Promotion to Lieutenant, Grade 4 Step 2 at \$12.57
 - p) Approval of rehiring of Firefighter Josh Sneller, Grade 6 Step 1 at \$14.70.

6. New Business

- a) Public Hearing for deliberation of Parker Townhomes II at 825 Parker | Polk City | IA on the Plan Unit Development (PUD) Master Plan Amendment at 6:30 pm.
- b) Resolution 2015-24 Approval of Amended Planned Unit Development (PUD) Master Plan for Parker Townhomes II (originally part of Lakeside Development Plan-Phase 1).
- c) Resolution 2015-25 Approving the Site Plan for Parker Townhomes II.
- d) Resolution 2015-26 Approval to Setting the Date of Public Hearing on the Vacating the Public Right-of-Way on Davis Street.
- e) Park City Board/Tree City USA Presentation.
- f) Resolution 2015-27 Approval of Site Plan for Lakeside Fellowship.
- g) Resolution 2015-29 Approval of Calling the Special Election for the General Obligation Bonds (GOB).
- h) Ordinance No 2015-400 approving 1st reading Amending Chapter 92, Water Rates, Section 92.02, Rates for Service by Amending the Rate and Adding Two New Rate Classifications, Domestic and Irrigation/Garden; and Amending Chapter 99, Section 99.02 by Adding a New Sewer Rate.
- i) Resolution 2015-28 Setting Dates of the Consultation and A Public Hearing on a Proposed Amendment No. 2 To The Polk City Urban Renewal Area II Plan in the City of Polk City.

7. Old Business

- a) Further Development and Discussion of the Request by Ben Nissin for the Second Driveway Approach at 1203 W. Broadway.

8. Mayor's Report

9. Council Report

- a) Dave Dvorak
- b) Rob Sarchet
- c) Rob Mordini
- d) Ron Anderson
- e) Dan Lane

10. Council Discussion

11. City Administrator Report

12. City Reports

- 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

13. Adjournment – Next meeting May 11, 2015

ISSUE: APPROVAL OF CONSENT ITEMS

VOTE: Consider approval of the consent items.

BACKGROUND:

- a) Approval of the City Council Meeting Minutes for March 23, 2015.
- b) Approval of the April 13, 2015, Claims Statement.
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- m) Approval of the 2015 Farmers Market Temporary Sign Policy May 7 – September 3, 2015.
- n) Approval of the 2015 Polk City Summer Recreation Hires Pending Completion of Background Checks;
 - a) *Stacey Emary \$10.00, Sara Tolbert \$9.50, Michelle Bakken \$9.50, Chase Erickson \$9.00, Ann Marie McCormick \$9.00, Tammy Tounsley \$9.00, Misty Rhodes \$9.00, Skylar Finch \$9.00, Lexi Dvorak \$8.50, Jenna Kauble \$7.75, Cody Meiners \$7.50, Maxwell Wohkittel \$7.50, William McCormick \$7.75, Macayla Rhodes \$7.50, Grace Leonard \$7.75.*
 - o) Approval of Firefighter *Tyler Rommel's* Promotion to Lieutenant, Grade 4 Step 2 at \$12.57
 - p) Approval of rehiring of Firefighter *Josh Sneller*, Grade 6 Step 1 at \$14.70.

RECOMMENDATION:

Approve the consent items of April 27, 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, April 13, 2015
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on April 13, 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., April 10, 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
Rob Mordini | City Council Member
Dan Lane | City Council Member
Ron Anderson | City Council Member

Council Members Absent:

Staff Members Present:

Gary Mahannah | City Administrator
Jennifer Ratcliff | City Clerk
Mike Schulte | Public Works Director
Jake Schreier | Technology Director
Dan Gubbins | Fire Chief
Dustin Bjornson | Police Sargent
Amy Beattie | City Attorney
Mike Schulte | Public Works Director
Kathleen Connor | City Engineer
Representative

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

(Dan Lane arrived at 6:33 pm)

(Rob Mordini arrived at 6:67 pm)

3. **Approval of Agenda**

MOTION: A motion was made by Sarchet and seconded by Dvorak 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 Anderson and seconded by Sarchet to approve the March 23, 2015, consent agenda items.

- a) Approval of the City Council Meeting Minutes for March 9, 2015.
- b) Receive and file the Library Board of Trustees Meeting Minutes for February 10, 2015.
- c) Receive and file the Planning & Zoning Commissions Meeting Minutes for March 16, 2015.
- d) Approval of the Claims Statements for March 23, 2015.
- e) Approval of Financial Statement for February 2015.
- f) Approval of North Polk Community School Donation Request of \$500.00 for the North Polk Junior/Senior After-Prom on May 2, 2015.
- g) Approval of the Central Iowa Bike Month City Sponsorship Request for \$500.00.
- h) Approval of Hauling Permits for Walters Sanitary Services, Ankeny Sanitation, Aspen Waste Systems, Earthwise Disposal, Waste Management, and Waste Connections; Upon the Return of Payment and Current Proof of Insurance.
- i) Resolution 2015-21 Approval to Purchase Drinks and Snacks for the North Polk School 8th Graders City Clean-Up, not to exceed \$200.00.
29, 2015.

MOTION CARRIED UNANIMOUSLY

6. **New Business**

- a) **MOTION:** A motion was made by Mordini and seconded by Anderson to Release Tax lien Merle McKenzie and to work with City Administrator Gary Mahannah; to come to a resolution for repayment on the outstanding bill. If terms of the agreement is render null and void by Merle McKenzie, the issue will then come before the City Council to take action to collect remaining payment due to the Polk City Fire Department.

Sarchet – NO

Dvorak – NO

MOTION CARRIED

- b) **MOTION:** A motion was made by Dvorak and seconded by Lane to approved the rescheduling of the May 25, 2015, Council Meeting to May 26, 2015.

MOTION CARRIED UNANIMOUSLY

- c) **MOTION:** A motion was made by Lane and seconded by Sarchet to approve the Alternatives for the General Obligation Bond (GO) for the Proposed Aquatic/Soccer Complex and Future Directions.

MOTION CARRIED UNANIMOUSLY

- d) **MOTION:** A motion was made by Mordini and seconded by Lane to approve the Scheduling of the Public Hearing for April 27, 2015, for deliberation of Parker Townhomes II at 825 Parker | Polk City | IA, to Change the Amended Plan Unit Development (PUD) Master Plan.

MOTION CARRIED UNANIMOUSLY

- e) **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve the Requested for the Lot Tie at (Address) (Adjoining Lots 13 and 14) for Twelve Oaks Plat 1 Development.

MOTION CARRIED UNANIMOUSLY

- f) **MOTION:** A motion was made by Dvorak and seconded by Lane to approve the Resolution 2015-22 for the Twelve Oaks Plat 3 Construction Drawings.

MOTION CARRIED UNANIMOUSLY

- g) **MOTION:** A motion was made by Anderson and seconded by Mordini to approve the Resolution 2015- 23 for the Little League Softball Tournament Funding Installments of | April \$3000 | May \$3000 | June \$3000.

MOTION CARRIED UNANIMOUSLY

7. Old Business

- a) **MOTION:** A motion was made by Lane and seconded by Mordini to approve the Ordinance 2015-300 for the 2nd Reading to Amend Chapter 69, No Parking Zones by Adding an Additional Zone to the Code of Ordinance of the City of Polk City; Consideration to waive 3rd reading.

MOTION CARRIED UNANIMOUSLY

8. Mayor's Report

Discussion by Mayor on item 8.

9. Council Report

Discussion by Council Members on item 9.

10. Council Discussion

Discussion by Council on item 10.

11. Administrator Report

Discussion by City Administrator on item 11.

12. City Reports

Discussion by City Administrator on item 12.

13. Next Meeting Date – April 27, 2015.

14. Adjournment – 7:47 p.m.

Jennifer Ratcliff – City Clerk

Jason Morse, Mayor

CLAIMS REPORT

The City of Polk City

For | 4/27/2015

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
FD	AFFILIATED COMPUTER SERVICES	SUPPORT CONTRACT RENEWAL	\$360.00
LB	ALLIANCE CONNECT	WEB HOSTING	\$25.98
PW	ALLIED OIL AND TIRE		\$94.50
PW	ARDICK EQUIPMENT CO.	SIGNS	\$579.00
FD	BELLER DISTRIBUTING LLC		\$294.03
FD	BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$1,173.05
CH	BRICK LAW FIRM	LEGAL SERVICES	\$105.00
PW	BROTHER MOBILE SOLUTIONS		\$96.29
PW	CALIGIURI CONCRETE, LLC		\$8,732.00
PW	CARUS CORP		\$887.21
CH	CENTURY LINK	PHONE SERVICE	\$1,694.79
CH	CENTRAL IOWA LITTLE LEAGUE	SPONSORSHIP	\$3,000.00
CH	CITY OF DES MOINES		\$20,772.91
PW	CONTRACTOR SOLUTIONS		535.41
CH FD	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$76.81
PW	D & K PRODUCTS		\$184.42
PD	DUSTIN G. BJORNSON	HEADLIGHT	\$12.88
FD	EMSLRC		\$20.00
CH	FOUR SEASONS FESTIVAL	SPONSOR FEE	\$250.00
FD	FRASER TRANSPORTATION SERVICES	RESCUE BILLING	\$503.84
LB	GALE/CENGAGE LEARNING	LIBRARY BOOKS	\$23.39
PW	GNA TRUCKING LLC	TRUCKING SERVICES	\$4,250.00
PW	GRAINGER INC.	SIGNING	\$163.80
CH	JENNIFER RATCLIFF	MILEAGE REIMBURSEMENT	\$50.64
PW	KECK ENERGY		816.70
CH	LINDSEY HUBER	MILEAGE REIMBURSEMENT	\$28.75
CH	M & M SALES COMPANY	COPIER RENTAL	\$68.68
PW	MARTIN MARIETTA AGGREGATES		\$467.71
FD	MATT MORGAN	SUPER HERO CONTRACT	\$300.00
PW	MENARDS	SUPPLIES	\$45.95
LB	MICROMARKETING, LLC	INVOICE 567382	\$579.93
ALL	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$11,083.66
ALL	MIDLAND POWER CO-OP	STREET LIGHTING	\$115.32
LB	ORIENTAL TRADING CO.INC.		\$319.54
CH	PITNEY BOWES	POSTAGE METER RENTAL	\$183.00
LB	RECORDED BOOKS LLC.		\$161.20
ALL	RELIANCE STANDARD LIFE INSURAN		\$2,777.49
PW	SOUTHEASTERN EMERGENCY EQUIPMEN		\$99.80
CH	SPEER FINANCIAL, INC.	PROFESSIONAL FEES FOR MSRB	\$405.00
ALL	SPRINT	PHONE/DATA SERVICES	\$373.90
LB	SUZANNE LINDAMAN	MILEAGE REIMBURSEMENT	\$64.50
PD	T-MOBILE	PHONE SERVICE	\$106.56
CH	DES MOINES REGISTER	STATUTORY ADVERTISING	\$32.57
CH	TK CONCRETE INC	2013 STREET REPAIR	\$5,594.70
ALL	VERIZON WIRELESS	PHONE AND DATA PLAN	\$641.90
CH	WATCH GUARD		\$463.00
FD	WATERS EDGE MARINE LLC	BOAT REPAIR	\$358.13
TOTAL			\$68,973.94



POLK CITY - A City For All Seasons -

**Monthly Finance Report
March 31, 2015**

**City of Polk City
Cash Balances Report
March 31, 2015**

Bank Balances:

Grinnell State Bank Business Checking- 0.05%	\$196,334.58
Grinnell State Bank Business Money Market- 0.15%	\$1,433,836.67
Luana Savings Bank M.M. Account- 0.65%	\$2,998,470.79
IPAIT Investment Account	\$4.00
Total Cash at Banks	<u><u>\$4,628,646.04</u></u>

**City of Polk City
Revenues Report
March 31, 2015**

Account Title	Total Budget	MTD Balance	YTD Balance	Percent Expended	Uncollected
General Total	4,050,986.00	259,557.41	3,015,979.57	74.45%	1,035,006.43
Road Use Total	330,000.00	31,146.75	278,494.18	84.39%	51,505.82
TIF Total	322,500.00	(126,785.58)	177,174.22	54.94%	145,325.78
L.M.I Total	301,500.00	135,316.09	138,123.28	45.81%	163,376.72
Debt Service Total	0.00	0.00	1,713,120.00	0.00%	-1,713,120.00
Capital Improvements Total	1,500,000.00	0.00	0.00	0.00%	1,500,000.00
Water Total	627,150.00	30,675.07	440,961.26	70.31%	186,188.74
Sewer Total	519,000.00	38,362.81	2,086,547.66	402.03%	-1,567,547.66
Total Of All Revenues	7,651,136.00	368,272.55	7,850,400.17	102.60%	-199,264.17

**City of Polk City
Expenditures Report
March 31, 2015**

Account Title	Total Budget	MTD Balance	YTD Balance	Percent Expended	Unexpended
Police Total	634,874.00	46,962.71	503,780.96	79.35%	131,093.04
Civil Defense Total	5,000.00	72.64	4,085.87	81.72%	914.13
Fire Total	441,950.00	33,948.69	296,207.10	67.02%	145,742.90
Building/Housing Total	418,883.00	16,234.95	246,472.79	58.84%	172,410.21
Dog Control Total	2,250.00	0.00	220.74	9.81%	2,029.26
Road Use Total	74,715.00	5,831.85	135,324.22	181.12%	(60,609.22)
Street Lighting Total	55,000.00	3,939.01	33,428.61	60.78%	21,571.39
Env.Health Services Total	5,000.00	0.00	2719.42	54.39%	2,280.58
Library Total	230,625.00	22,136.95	172,814.43	74.93%	57,810.57
Parks Total	227,221.00	3,766.96	157,415.12	69.28%	69,805.88
Community Center Total	18,050.00	127.87	13,911.70	77.07%	4,138.30
Mayor Council Total	295,719.00	19,470.85	146,140.01	49.42%	149,578.99
Policy Administration	268,928.00	34,644.60	266,403.39	99.06%	2,524.61
City Attorney Total	45,750.00	0.00	13,092.29	28.62%	32,657.71
City Hall Total	126,550.00	8,732.18	67,187.68	53.09%	59,362.32
Other City Government Total	66,825.00	56.93	54,841.95	82.07%	11,983.05
Transfer Total	15,000.00	0.00	0.00	0.00%	15,000.00
General Revenues Total	10,000.00	0.00	2,269.32	22.69%	7,730.68
General Total	2,942,340.00	195,926.19	2,116,315.60	71.93%	826,024.40
Road Use Total	409,496.00	18,225.92	247,833.55	60.52%	161,662.45
TIF Total	322,500.00	0.00	170,518.49	52.87%	151,981.51
L.M.I Total	55,000.00	0.00	43,078.03	78.32%	11,921.97
Debt Service Total	1,696,000.00	0.00	1,687,201.33	99.48%	8,798.67
Capital Improvements Total	1,738,293.00	0.00	627,930.32	36.12%	1,110,362.68
Water Total	575,745.00	29,178.07	403,860.76	70.15%	171,884.24
Sewer Total	2,404,826.00	59,712.78	2,151,743.18	89.48%	253,082.82
Total Of All Expenses	10,144,200.00	303,042.96	7,448,481.26	73.43%	2,695,718.74

**Minutes of the Meeting of
The Polk City Community Library Board of Trustees
March 10, 2015**

(?) The Meeting was called to Order by President Mike Miller at 6:30 p.m.

(?) Board Members Present: Maureen McGuire, Corey Hoodjer, Mandy Vogel; Mike Miller and Bob Wright.

(?) Board Member(s) Absent

Library Director Present: Kim Kellogg

City Council Liaison Present: Dan Lane

(?) Upon a Motion properly made and seconded, it was voted unanimously to approve the Agenda for this Meeting.

(?) Previous Minutes: Upon a Motion properly made and seconded, it was voted unanimously to approve the Minutes of the Meeting on February 10, 2015, including the clarification of Maureen McGuire's resignation, effective May 31, 2015.

Director's Report:

Library Director Kellogg reported that:

(?) 1. \$1,832.00 of the Memorial Funds donated in behalf of Larry Carlisle would be used for new shelving for the children's area;

2. A Saleslady would be present at the May Meeting of the Board of Trustees to discuss the Early Literacy Station;

3. "Superheroes" would be the theme for the Library's Summer Reading Program, with each Member of the Staff wearing Capes throughout said program;

4. The continued increase in Interlibrary Loans; (?);

5. Issues concerning Suzanne's continued absences during her probationary period. (?)

In response to a question concerning the installation of the previously approved outside bench and picnic table, Mrs. Kellogg noted that the cost of said items would be borne by the Friends of the Library, with installation expected to be completed in May.

City Council Liaison Report:

City Councilman Dan Lane reported that:

1. Rob Sargent had been appointed as the new City Council Member;
2. The Polk City Farmer's Market would be held each Thursday from May 7 – September 3, 2015;
3. The City Budget had been approved, including a new Agreement for the Low Income Housing Project;
4. The Four Seasons Festival would be on July 17, 2015;
5. Polk City would sponsor the ten years and under and eleven and twelve year olds State Girls Little League Softball Tournament from July 10 – 17, 2015, with the Polk City Boys Little League running the concessions and keeping 100% of the profits.

New Business:

- (?) 1. The Board reviewed and approved the current Budget and Work Schedule.
2. The Board discussed the Policy concerning the Reconsideration of Library Materials.

Mrs. Kellogg noted that the Library had been requested to pull only two (2) books from its shelves, these being "Harry Potter" and "The Butterfly Effect".

In each case, said request had been denied.

Upon a Motion properly made and seconded, it was voted unanimously to adopt the Reconsideration of Library Materials policy as presented.

Old Business:

1. Discussion was held concerning the impressive number of outgoing Interlibrary Loans.

2. It was reported that our 200 books were added to our Library's collection each month.

Upon a Motion properly made and seconded, it was noted to adjourn the Meeting at 7:15 p.m.

Respectfully Submitted,

Robert G. Wright, Alleged Acting Secretary

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, April 20, 2015
City Hall

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on April 20, 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., April 16, 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.**

P&Z Commission Members Present:

James Hill | Chair
Deanna Triplett | Pro Tem
Ron Hankins | P&Z Commission Member
Dennis Dietz | P&Z Commission Member
Krista Bowersox | P&Z Commission Member
Justin Vogel | P&Z Commission Member
Doug Sires | P&Z Commission Member

Staff Members Present:

Gary Mahannah | City Administrator
Jenny Gibbons | Deputy City Clerk
Kathleen Connor | City Engineering Representative

P&Z Commission Members Absent:

Ron Anderson | Liaison for City Council

Formal Presenters

Lakeside Fellowship

Erin Ollendike with Civil Design Advantage | Engineer
Curtis Ehler | Architect

Parker Townhomes II

Bruce Lefkow | Developer
Wally Pelds with Pelds Engineering | Engineer

Deer Haven

John Kline | Developer
Brad Cooper with Cooper-Crawford | Engineer

1. Call to Order | Chair James Hill called the meeting to order at 6:03 p.m.

Chair Hill recognized Justin Vogel newly appointed to the P&Z Commission filling out the remainder of Robert Sarchet

2. Roll Call | Chair Hill, Triplett, Dietz, Hankins, Bowersox, Vogel, Sires | All in attendance

3. Audience Items | No discussion on item 3.

4. Approval of Minutes

MOTION: A motion was made by Hankins and seconded by Bowersox to approve the minutes

Bowersox – Yes

Vogel – Abstained

Sires - Yes

Triplett – Abstained

Dietz – Yes

Hankins - Yes

Hill – Abstained

MOTION CARRIED

5. Agenda Items

- a. Ben Nissin requested more time to prepare, will move to the next P&Z Meeting held May 18, 2015.

6. New Business

- a. **MOTION** : A motion was made by Sires and seconded by Hankins on the recommendation to Council to approve Site Plan at 1121 W. Bridge Road; Lot 1 of Lakewoods Plat 1 for Lakeside Fellowship subject to all Engineering comments being addressed

MOTION CARRIED UNANIMOUSLY

- b. **MOTION** : A motion was made by Hankins and seconded by Bowersox on the recommendation to Council to Amend P.U.D. Master Plan for Parker Townhomes II, North of Phase 1 Parker Townhomes

Bowersox – Yes

Vogel – Yes

Sires - Yes

Triplett - No

Dietz – No

Hankins - Yes

Hill – No

MOTION CARRIED

- c. **MOTION** : A motion was made by Hankins and seconded by Bowersox on the recommendation to Council to approve Site Plan for Parker Townhomes II, located North of Phase 1 Parker Townhomes, with a revision for an updated landscaping plan amended to include a minimum of 14 six foot Blue Spruce trees or similar deer resistant tree species to the North and East of Building 1 and Visitor Parking subject to all other Engineering comments being addressed including an updated provision for erosion protection and flared end section for piped discharge to pond and observe velocity limitations.

MOTION CARRIED UNANIMOUSLY

- d. **MOTION** : A motion was made by Sires and seconded by Hill to defer the recommendation to Council of approval of Rezoning and Master Plan for Deer Haven subdivision located on S. Broadway, west of lagoons on the Bradshaw property, until another option can be presented to P&Z Commission that includes an extension of E. Church Street, E. Wood Street, and E. Van Dorn Street and addressing Engineering comments
- i. Show the required water main extensions at E. Church, E. Wood, and E. Van Dorn Streets. Since the existing water mains are on the northeast side of these streets, the storm sewers will likely need to be moved to the southwest side of the sanitary sewer lines.
 - ii. Revise easement width so that it encompasses an area 15' wide on each side of the sanitary sewers and 10' wide on each side of the water main and storm sewer lines.
 - iii. Upsize the sanitary sewer on Lots 1-7 and across the Outlot to 10"

MOTION CARRIED UNANIMOUSLY

7. **Staff Report**

Discussion by City Administrator regarding newly appointed Deputy City Clerk, Jenny Gibbons handling the P&Z Commission Meeting Minutes going forward

8. **Commission Report**

Discussion by P&Z Commission requesting the need for an ordinance on architectural standards for large garage structures going forward

Discussion by P&Z Commission removing Churches from usage of Commercial Properties in the future

9. **Next Meeting Date** – May 18, 2015.

10. **Adjournment** – 8:04 p.m.

Jenny Gibbons – Deputy City Clerk

CITY OF POLK CITY, IOWA
TEMPORARY SITE PLAN

Application for Permit to Erect Tent or Air Supported Structure, and/or provide temporary Parking Area

Date: 4/14/15 Fee: \$ _____

By: Cornerstone Dental of PC Address: 1010 S. 3rd #2A, P.C., Iowa
(owner, organization or firm)

Phone 515 984 6001

Occupied as PolkCity, LLC

Located at 1010 S. 3rd #2A, Polk City, IA 50226

Attach Plans:

Plans drawn to scale required? Yes ___ No (to be determined by City Administrator)

Date(s) and Time(s) to commence temporary use June 11 4:00 p.m

Date(s) and Time(s) to cease temporary use June 11 7:30 p.m

Remarks evening event (after business hours), guests will come and go.

Temporary parking lot surfacing material: grass other (please specify) parking lots such as
foreway, pharmacy, banks + grass areas.

Site to be re-seeded by NA

Curb ramp needed? No Yes ___ If yes, material: _____

Culvert needed? Yes ___ No

Permit for Chemical Toilets required? No Yes ___
(if yes, attach approved p _____)

Name of owner of tent(s): may use tent depending on weather.

Tent to be erected by: Dr. Sands & Dr. Hussong if needed.

Flame-retardant treatment used? Yes ___ No Date of Last treatment fire extinguishers
present @ all
locations.

Electrical service to be provided: Yes ___ No

NO SMOKING signs posted? YES Marking of exits? YES

Fire extinguishers required? Yes No ___ If yes, number of extinguishers required? _____

Approved by: _____ Date: _____

Inspection Date: _____

Proposal for Outdoor Concert Series

The Polk City Chamber of Commerce is requesting permission for a concert series in which alcohol may be present on the square.

The dates for this request would be the following:

Friday, May 29 from 6-9 PM

Friday, June 26 from 6-9 PM

Saturday, August 29 from 3-6 PM for the Big Creek Bike Fest.

Included is a map of the area we'd like marked off by tape to indicate alcohol is permitted only in this area.

We will also have a band in this zone on a small rented stage and No Smoking signs well displayed throughout the zone.

We will hire an off-duty officer to maintain safety and will sell beer and wine (no hard liquor) in a concession area. The Chamber will take care of all necessary measures to obtain correct liquor licenses and insurance.

Our interests are to create a family-friendly environment similar to other after-hours events in Central Iowa, with live music and entertainment to draw Polk City citizens as well as attention from other towns and showcase everything Polk City has to offer.

CITY OF POLK CITY, IOWA
TEMPORARY SITE PLAN

Application for Permit to Erect Tent or Air Supported Structure, and/or provide temporary Parking Area

Date: 4/2/15 Type of event: Concert Series + Bike Ride

Organization holding event: Polk City Chamber of Commerce

By: Shawn Comer Phone Number _____
(Contact person for event)

Location of event: Polk City Square

Attach Plans:

Plans drawn to scale required? Yes _____ No _____ (to be determined by City Administrator)

Date(s) and Time(s) to commence temporary use 5/29 (6-9pm), 6/20 (6-9pm), 8/29 (3-6pm)

Date(s) and Time(s) to cease temporary use _____

Remarks For Concert Series + Bike Ride live music

Temporary parking lot surfacing material: grass _____ other (please specify) _____

Site to be re-seeded by _____

Curb ramp needed? No Yes _____ If yes, material: _____

Culvert needed? Yes _____ No

Permit for Chemical Toilets required? No Yes _____
(If yes, attach approved permit to this form)

Name of owner of tent(s): _____

Tent to be erected by: _____

Flame-retardant treatment used? Yes _____ No _____ Date of Last treatment _____

Electrical service to be provided: Yes No _____

NO SMOKING signs posted? Marking of exits?

Fire extinguishers required? Yes _____ No If yes, number of extinguishers required? _____

Approved by: _____ Date: _____

Inspection Date: _____

Polk City City Hall

Redbox



Lansdowne Restaurant & Lounge

W Broadway St

Shazam ATM

W Broadway St

S 3rd St

Proposed Area to Block Off

Bandstand

S 2nd St

The Rising Sun Cafe

Papa's Pizzeria

Van Don St

Playground

P S M Apparel

Craft Exchange

Van Don St

kim

From: "McGuire, Maureen (USAIAS)" <Maureen.McGuire@usdoj.gov>
Date: Tuesday, February 10, 2015 8:39 AM
To: <jmorse@polkcity.org>; <gmahannah@polkcity.org>
Cc: "kim" <kelloggpccl@polkcitylibrary.org>
Subject: resignation

I apologize if this is a repeat, but looked like I had a problem sending this email through my ipad. I am resigning from the library board as of May 31, 2015. It has been my pleasure to serve on the board and be a part of the library, truly a treasure in our community. Thank you.

Maureen McGuire



To: City Council

From: Polk City Development Corporation (PCDC)

Date: March 27, 2015

Re: Allocation/Expenditure

PCDC is requesting \$2,500. These funds will be used to pay for the aquatic center study that was completed by JEO. This study is an essential component of the PCDC recreation committee's efforts to determine the need & size of a possible aquatic center in Polk City.



Kiwanis Club of Polk City

www.kiwanisclubpc.com

*a volunteer community organization with an emphasis
on serving the children of our community*

April 10, 2015

Dear City Hall,

We want to take this opportunity to thank you for your support of the Kiwanis Club of Polk City in the past. We again would like to reserve the community room for a Kiwanis, Fireman, Polk City Women fundraiser for Saturday, May 9th. We would like to set up for the event day or evening before and then have the event from 8am-12:00 pm in the community building. We would like to request a waiver of the rental fee for this time.

As you know, the Kiwanis Club of Polk City is a non profit organization which plans four main fundraising events each year including the Palm Sunday Pancake Breakfast, the Food Stand and Barbecue at July's Four Seasons' Festival, and the Fall Pasta Dinner in September. These events provide us with the majority of our funds that we turn around and donate to various other community organizations which focus their efforts on serving the children of our community. Most recently we provided funds for classroom books and chess sets. We also sponsor senior scholarships. The funds raised from the pancake break are used for the annual Easter Egg Hunt. We use our funds to follow through with different projects that we conduct during the year in support of our mission of serving the children of our community.

Once again, thank you for your consideration to waive the community room rental fee.

Sincerely yours,

Janet Hromatko
The Kiwanis Club of Polk City

RECEIVED

APR 13 2015

CITY OF POLK CITY

APPLICATION FOR IOWA RETAIL CIGARETTE / TOBACCO/NICOTINE/VAPOR PERMIT

For period July 01, 20 15 through June 30, 20 16

PLEASE TYPE OR PRINT CLEARLY Please mail this completed application to your local jurisdiction. If you have questions, call your city clerk (within city limits) or your county auditor (outside city limits).

I/We hereby make application for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products: BUSINESS INFORMATION

Name of Business /DBA: Kum & Go #135

Location Address (Required): 303 W Broadway St

Mailing Address :PO Box # 319 City: Polk City State/Zip :IA, 50226

Type of Sales: Vending Machine Over-the-counter Telephone Number 515-984-6959

Type of Retail Establishment: has vending machine that assembles cigarettes
_bar convenience store, with gas drug store gas station
_grocery convenience store, no gas liquor store restaurant
_tobacco store hotel/motel other

Cigarettes must be sold at the minimum price set by the State of Iowa. Obtain a current copy from the Iowa Department of Revenue website (www.iowa.gov/tax) by clicking on forms, then click on cigarette/tobacco, and finally click on form 71-023.

ONLY APPROVED BRANDS OF CIGARETTES OR ROLL-YOUR-OWN PRODUCTS MAY BE SOLD IN IOWA. Any brand not on the list is contraband. In addition, all cigarettes sold in Iowa must have an Iowa Cigarette Tax Stamp affixed to each package. Any violation of contraband or non-Iowa cigarette tax stamped package is subject to seizure and penalties under the provisions of Iowa Code 453A and 453D.

Check the list of approved brands (www.iowa.gov/tax/business/CigTobIndex.html) and is called IOWA DIRECTORY OF CERTIFIED TOBACCO PRODUCTS MANUFACTURERS BRANDS AND BRAND FAMILIES

Go to http://elists.idrf.state.ia.us/scripts/wa.exe and sign up for the Cigarette/Tobacco eList (listserv).

You will receive an e-mail every time the approved list changes or the minimum price changes.

LEGAL OWNER INFORMATION

Type of Ownership: Individual Partnership Corporation LLC LLP
Legal Owner: Kum & Go LC

(Name of Individual, Partnership, Corporation, LLC, or LLP)

Mailing Address: 6400 Westown Parkway

City: West Des Moines State: Iowa Zip: 50266 Ph. Number: (515) 457-6000

Fax Number: (515) 457-0159 E-mail Address: licenses@kumandgo.com

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

SIGNATURE OF OWNER, PARTNER(S), OR CORPORATE OFFICIAL

Name (please print): Craig Bergstrom Name (please print): Craig Bergstrom
Signature: Signature:
Date: 4/10/2015 Date:

FOR OFFICE USE ONLY

Amount Paid:
Date Issued: New
Permit #: Renewal

FOR CITY CLERK/COUNTY AUDITOR ONLY

PLEASE SEND COMPLETED COPY TO THE IOWA DEPARTMENT OF COMMERCE, ALCOHOLIC BEVERAGE DIVISION
Name of Issuing City or County

Policy
On Temporary Signs for the Farmers Market

This Policy allows temporary vendor signs at certain described locations in Polk City to assist with the attraction of people to the Farmers Market. This policy will be reviewed periodically and evaluated on its intended purpose. The policy may be revoked by Council at any time for any reason.

Temporary signs promoting the vendor will be allowed at the “Entryway Event Sign” areas located along South 3rd Street and North 3rd Street and by address would be defined as the 900 block of South 3rd Street and 400 block of North 3rd Street. All signs will be parallel to the curb and will be back 10 feet from the curb set out in an orderly manner equally spaced. There shall be no lighting of any type to these temporary signs.

The temporary signs will be allowed only on the days the Farmers Market is in operation in Polk City. Signs cannot be installed any earlier than 3:00 pm and must be removed by 7:30 pm on the same day as the Farmers Market is in operation.

The temporary signs must be in good taste and be approved by the Farmers Market Manager prior to display and must advertise a vendor which is at the Farmers Market that event. The signs must use temporary wire stands that do not penetrate the ground by more than 12 inches. The sign itself shall not exceed 18x12 inches. Only one sign will be allowed per site per vendor.

Signs placed but not following this policy will be confiscated and destroyed. Multiple infractions by the same vendor may result in fines.

Passed and Approved by Council on the 27th day of April, 2015

Jason Morse, Mayor

Attest:

Jennifer Ratcliff, City Clerk



Polk City Fire Department

309 West Van Dorn Street • P.O. Box 34
Polk City, Iowa 50226
Phone 515-984-6304 Fax 515-984-6792
www.polkcityfd.com



April 21st, 2015

To: City Council
Cc: Mayor Morse, Gary Mahannah
From: Dan Gubbins, Fire Chief
Re: Fire Department Staff Update
Attached: department roster

- Firefighter/Paramedic Josh Sneller left Polk City for full time employment last October and has requested to return. He is able to help with both part time shifts and on call shifts. Josh would be GS 6, step 1 - \$14.70 per hour.
- I am seeking approval for the promotion of Senior EMT/Firefighter Tyler Rommel to Lieutenant. Tyler will fill the position vacated by Rob Sarchet and will move to GS 4, step 3 - \$12.57 per hour with this promotion. Tyler has also recently finished the paramedic program and is preparing to take his certification exam.

Thanks,

A handwritten signature in black ink that reads "Dan Gubbins".

Dan Gubbins
Fire Chief



Polk City Fire Department

309 West Van Dorn Street • P.O. Box 34 • Polk City, Iowa 50226

Phone (515)984-6304 Fax (515)984-6792

www.polkcifyfd.com



Gear	Name	Phone	Email	Address
1	Rob Sarchet	515-321-4755	rob.sarchet@polkcifyfd.com	1505 W Prairie Wood Ct.
2	Nathan Mason	515-343-6278	nathan.mason@polkcifyfd.com	1408 W Washington Ave
3	Bob Myers	515-212-0792	bob.myers@polkcifyfd.com	871 Edgewater Dr.
4	Jason Back	515-865-5280	jason.back@polkcifyfd.com	407 E Thornton, DSM
5	Ross Budden	712-541-9065	ross.budden@polkcifyfd.com	116 SW Des Moines Ave., Ankeny
6	Craig Sosby	515-230-6749	craig.sosby@polkcifyfd.com	304 Sweetwater Cir
7	Randy Pace	573-418-0542	randy.pace@polkcifyfd.com	812 Edgewater Dr.
8	Randy Pecenka	515-571-0156	randell.pecenka@polkcifyfd.com	215 N State, Madrid
9	Mark Dooley	515-491-2064	mark.dooley@polkcifyfd.com	809 NW Boulder Brook Dr, Ankeny
10				
11	Chris Roberts	515-577-9446	chris.roberts@polkcifyfd.com	602 W. Hutchings St. Winterset 50273
12	Jeff Feller (Deputy Chief)	515-795-6310	jeff.feller@polkcifyfd.com	609 E Northside Dr
13	Tim Cory (Deputy Chief)	515-210-9501	tim.cory@polkcifyfd.com	705 Roosevelt St.
14	Steve Noack	515-979-1809	steve.noack@polkcifyfd.com	1804 W Cheyenne Ct
15	JD Stover	402-980-3340	jd.stover@polkcifyfd.com	1400 S. 52 nd ST #37, West Des Moines
16	Nathan Burgod	515-402-1089	nathan.burgod@polkcifyfd.com	2009 Winding Creek Circle
17	Kevin Vols	515-664-7209	kevin.vols@polkcifyfd.com	955 Parker Blvd #504
18	Josh Sneller	712-441-4596	josh.sneller@polkcifyfd.com	Fort Dodge
19	Jeff Pederson	515-971-4623	jeff.pederson@polkcifyfd.com	312 Kings Pl.
20	Lisa Mart	515-724-3235	lisa.mart@polkcifyfd.com	1218 Sunset
21	Andrew Ware	515-777-6366	andrew.ware@polkcifyfd.com	701 Davis St.
22	Dan Gubbins (Chief)	515-975-7998	dan.gubbins@polkcifyfd.com	840 Lake View Ave.
23	Adam VanderLeest (AChief)	515-402-8214	adam.vanderleest@polkcifyfd.com	1312 Bel Aire Rd.
24	Nick Klatt	515-664-7001	nick.klatt@polkcifyfd.com	1106 Westside Dr.
25	Chris Weishaar (Lieutenant)	515-291-9394	chris.weishaar@polkcifyfd.com	1302 W Washington Ave.
26	Dave Bush	207-356-9941	dave.bush@polkcifyfd.com	214 E. Broadway
27	Tom Hogan	712-263-0666	tom.hogan@polkcifyfd.com	1813 Falcon Drive
28	Garrett Fagen	515-556-8788	garrett.fagen@polkcifyfd.com	3060 N US 69, Huxley
29	Adam Rasmussen	515-371-4361	adam.rasmussen@polkcifyfd.com	332 N Cherokee Dr.
30	Mike Bernard (Captain)	515-210-4064	michael.bernard@polkcifyfd.com	1106 Westside Dr.
31	Deb Wilkinson	515-229-9410	deb.wilkinson@polkcifyfd.com	1304 Sunset St.
32	Brian Hanson (Lieutenant)	515-203-6743	brian.hanson@polkcifyfd.com	317 Maple Dr.
33	Taylor Young	515-577-0569	taylor.young@polkcifyfd.com	116 SW Des Moines St, Ankeny
34	Tyler Rommel	515-657-1788	tyler.rommel@polkcifyfd.com	955 Parker Blvd #504
35	Matt Guerdet	515-314-1512	matt.guerdet@polkcifyfd.com	210 E Southside Dr.
36	Jason Cutsforth (Fire Mrshl)	319-610-4219	jason.cutsforth@polkcifyfd.com	3009 SW Meadow Ridge Dr, Ankeny
37	Ross Frank	515-661-3040	ross.frank@polkcifyfd.com	116 SW Des Moines St, Ankeny
38	Brandon Simpson	515-418-5936	brandon.simpson@polkcifyfd.com	614 SE 4 th , Ankeny
39	Derek Manser	515-975-0200	derek.manser@polkcifyfd.com	2411 White Oak Ln, Granger
40	Craig VerHuel (Lieutenant)	515-720-8021	craig.verhuel@polkcifyfd.com	3132 SW Townpark Dr., Ankeny
41	Brice Hibbing	712-348-0255	brice.hibbing@polkcifyfd.com	807 S. 3 rd St.
42	Nathan Reis	515-975-9331	nathan.reis@polkcifyfd.com	513 Lincoln St.
43	Ryan Moore	563-210-9553	ryan.moore@polkcifyfd.com	1605 NW Prairie Lakes Dr #105, Ankeny
44				
45				
ADMIN	Katie Pace	515-802-2442	katie.smith@polkcifyfd.com	812 Edgewater Dr.
ADMIN	Kent Altena	515-289-6943	kent.altena@polkcifyfd.com	1131 Hansen Pl.

Updated: 3/2/2015

ISSUE: APPROVAL OF NEW BUSINESS

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

BACKGROUND:

- a) Public Hearing for deliberation of Parker Townhomes II at 825 Parker | Polk City | IA on the Plan Unit Development (PUD) Master Plan Amendment at 6:30 pm.
- b) Resolution 2015-24 Approval of Amended Planned Unit Development (PUD) Master Plan for Parker Townhomes II (originally part of Lakeside Development Plan-Phase 1).
- c) Resolution 2015-25 Approving the Site Plan for Parker Townhomes II.
- d) Setting Date of Public Hearing on the Vacating the Public Right-of-Way on Davis Street.
- e) Approval of Temporary Easement for Construction The North 30 Feet of Lot 1, Lakewoods Plat, and Official Plat in the City Of Polk City.
- f) Park City Board/Tree City USA Presentation.
- g) Resolution 2015-27 Approval of Site Plan for Lakeside Fellowship.
- h) Resolution Calling Special Election for the General Obligation Bonds (GOB).
- i) Ordinance No 2015-400 approving 1st reading Amending Chapter 92, Water Rates, Section 92.02, Rates for Service by Amending the Rate and Adding Two New Rate Classifications, Domestic and Irrigation/Garden; and Amending Chapter 99, Section 99.02 by Adding a New Sewer Rate.
- j) Resolution 2015-28 Setting Dates of the Consultation and A Public Hearing on a Proposed Amendment No. 2 To The Polk City Urban Renewal Area II Plan in the City of Polk City.

RECOMMENDATION:

Approve the new business items of April 27, 2015.

STAFF CONTACT:

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

RESOLUTION NO. 2015-24

RESOLUTION APPROVING THE AMENDED PLANNED UNIT DEVELOPMENT (P.U.D.) MASTER PLAN FOR PARKER TOWNHOMES II.

WHEREAS, Castle Properties has submitted an Amended Planned Unite Development (P.U.D.) Master Plan for Parker Townhomes II development to be located on Parker Boulevard just north of the Phase I development in Polk City, Iowa ; and

WHEREAS, the Parker area proposed to be included in the Parker Townhomes II development is zoned PUD and was part of the Lakeside Development Plan - Phase 1, a P.U.D. Master Plan approved by City Council on August 28, 2006; and

WHEREAS, the Lakeside Development Plan - Phase 1 designated the subject property for development of single-family homes; and

WHEREAS, Castle Properties proposes to construct six townhome buildings which requires approval of an Amended P.U.D. Master Plan by the City Council of Polk City ; and

WHEREAS, the City Engineer and City Attorney have reviewed the Amended P.U.D. Master Plan for Parker Townhomes II and recommend approval.

WHEREAS, the Polk City Planning and Zoning Commission reviewed and recommend City Council approval of the Amended P.U.D. Master Plan for Parker Townhomes II on April 20, 2015; and

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Amended Planned Unit Development (P.U.D.) Master Plan for Parker Townhomes II.

PASSED AND APPROVED, the 27th day of March, 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk



SNYDER & ASSOCIATES

ENGINEERS & PLANNERS

ANKENY, IA | ATLANTIC, IA | CEDAR RAPIDS, IA | MARYVILLE, MO | ST. JOSEPH, MO
(515) 964-2020 | (712) 243-6505 | (319) 362-9394 | (660) 582-8888 | (816) 364-5222

AMENDED PUD MASTER PLAN / SITE PLAN

Date: April 22, 2015
Project: Parker Townhomes II

Prepared by: Kathleen Connor
Project No.: 115.0191.01

GENERAL INFORMATION:

Applicant:	Bruce Lefkow, Castle Properties
Property Owner:	All Points Development
Requested Action:	Approve Amended PUD Master Plan and Site Plan
Location:	North of Phase 1 Parker Townhomes
Size:	4.0 acres
Zoning:	P.U.D.
Current PUD Master Plan	Lakeside Development Plan - Phase 1



BACKGROUND:

This parcel is zoned PUD and was originally part of the Lakeside Development Plan - Phase 1. This current PUD Master Plan shows this area as being developed with 8 single-family detached residential lots fronting onto Davis Street. Therefore, approval of an amended PUD Master Plan is required prior to Site Plan approval. Notice of this PUD Master Plan amendment will need to be sent out prior to the P&Z and City Council meeting, similar to a rezoning. Since the site plan is on an existing parcel, there is no need for a Plat of Subdivision.

PROJECT DESCRIPTION:

The developer is proposing to construct six residential buildings, with four row homes in each building, as Phase II of the existing Parker Townhomes project immediately south of this site. All 24 units will be rental units, under one ownership.

One of the buildings will front onto Parker Boulevard, however the building elevations indicate the front façade of all six buildings will have at least 15% of the wall area as cultured stone, similar to Phase 1. Five large garages include 50 garage spaces, with each unit being assigned two, side-by-side stalls. The west face of Garage Bldg #11 will also be required to have at least 15% brick. In addition, each unit will have two exterior parking stalls. Six additional stalls are provided for visitor parking.

A 20' wide buffer is required on the north, east and southeast sides of the property, abutting existing and future single-family lots. The developer plans to save as many trees as possible in this buffer but will augment it as necessary so trees are spaced no more than 30' on center.

- d. 20' wide Public Water Main Easement with legal description.
 - e. 20' wide Landscape Buffer Easement with legal description.
 - f. Private Detention Easement on adjacent Parker Townhomes Plat with legal description.
2. Provision of construction drawings and DNR permit for public water main construction for Council approval prior to issuance of a Building Permit for this parcel.

Amended PUD Master Plan/Site Plan
Parkor Townhomes II
Polk City, Iowa

DATE: 04-22-2016
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT NO: 15-017

LEGEND:

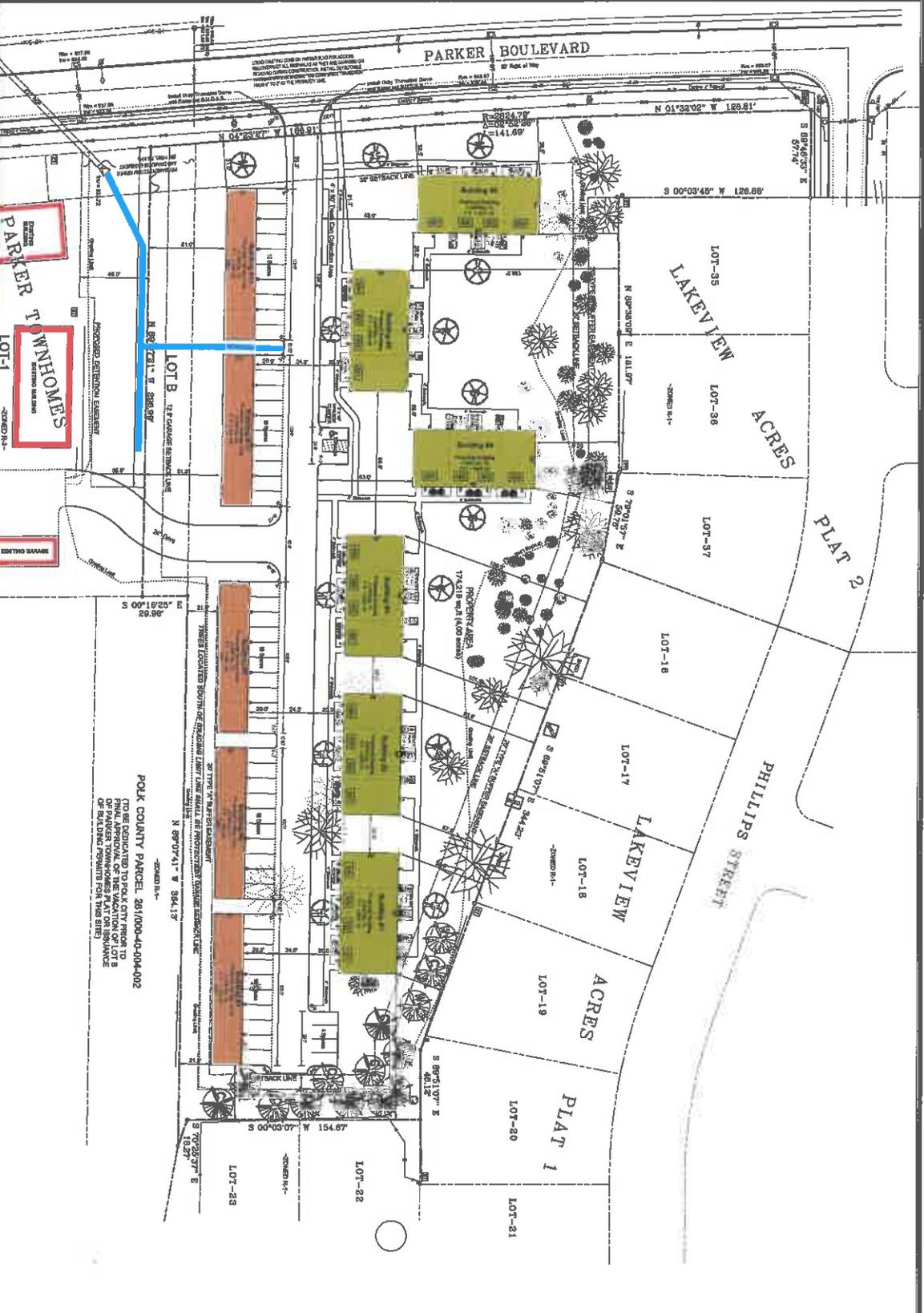
STANDARD SYMBOLS:

- PROPOSED UTILITY LINE
- WATER
- SEWER
- STORM SEWER
- PROPOSED WATER MAIN
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- PROPOSED WATER MAIN
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER

NOTES:

- 1) The applicant shall be responsible for obtaining all necessary permits from the appropriate agencies.
- 2) The applicant shall be responsible for obtaining all necessary easements from the appropriate agencies.
- 3) The applicant shall be responsible for obtaining all necessary approvals from the appropriate agencies.

SYMBOL	DESCRIPTION
(Symbol)	PROPOSED UTILITY LINE
(Symbol)	WATER
(Symbol)	SEWER
(Symbol)	STORM SEWER
(Symbol)	PROPOSED WATER MAIN
(Symbol)	PROPOSED SANITARY SEWER
(Symbol)	PROPOSED STORM SEWER
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(Symbol)	PROPOSED SANITARY SEWER
(Symbol)	PROPOSED STORM SEWER



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(Symbol)	PROPOSED UTILITY LINE
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(Symbol)	PROPOSED STORM SEWER
(Symbol)	PROPOSED WATER MAIN
(Symbol)	PROPOSED SANITARY SEWER
(Symbol)	PROPOSED STORM SEWER

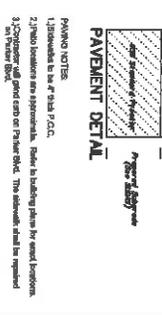
PAVEMENT DETAIL

1. 2" (50mm) Concrete

2. 4" (100mm) Concrete

3. 4" (100mm) Concrete

4. 4" (100mm) Concrete



NOTES:

- 1) The applicant shall be responsible for obtaining all necessary permits from the appropriate agencies.
- 2) The applicant shall be responsible for obtaining all necessary easements from the appropriate agencies.
- 3) The applicant shall be responsible for obtaining all necessary approvals from the appropriate agencies.

RESOLUTION NO. 2015-25

**RESOLUTION APPROVING THE SITE PLAN FOR
PARKER TOWNHOMES II.**

WHEREAS, Castle Properties has submitted a Site Plan for Phase II of the Parker Townhomes development to be located on Parker Boulevard just north of the Phase I development in Polk City, Iowa ; and

WHEREAS, the Amended P.U.D. Master Plan and Site Plan eliminate the need to extend Davis Street through the Parker Townhomes II site, therefore Lot B of Parker Townhomes plat may now be vacated back to the developer; and

WHEREAS, the elimination of Davis Street through the Parker Townhomes II site necessitates that Polk County parcel 2691/000-40-004-002 shall be transferred to Todd and Christine Drake in order to avoid creation of an unusable remnant parcel; and

WHEREAS, certain easements related to site development need to be recorded including a Public Water Main Easement, a 20' wide Landscape Buffer Easement, and Private Detention Easement; and

WHEREAS, construction drawings for the public water main need to be approved by City Council prior to construction; and

WHEREAS, the Polk City Planning and Zoning Commission reviewed and approved the Site Plan for Parker Townhomes II on April 20, 2015, subject to the addition of 14 Spruce trees, 6' tall, in the buffer area at the northeast corner of the site, protection of all trees south of the grading limits near Garages #7, 8 and 9, building materials to match those presented to the Commission, and all review comments being satisfactorily addressed ; and

WHEREAS, the City Engineer and City Attorney have reviewed the revised Site Plan and recommend approval subject to provision of signed copies of all legal documents.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Site Plan for Parker Townhomes II, subject to the provision that no Building Permits shall be issued until the Construction Drawings for the public water main and all required legal documents have been approved by City Council. Approval shall also be subject to Polk County parcel 2691/000-40-004-002 being transferred to Todd and Christine Drake prior to City Council approval of the vacation of Lot B of Parker Townhomes plat to the developer.

PASSED AND APPROVED, the 27th day of April, 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

RESOLUTION NO. 2015-26

**RESOLUTION SETTING A PUBLIC HEARING ON THE
VACATION OF RIGHT OF WAY KNOWN AS LOT B IN
PARKER TOWNHOMES**

WHEREAS, a proposal has been made for the City to vacate right of way on the following described real property:

LOT B, PARKER TOWNHOMES, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF POLK CITY, POLK COUNTY, IOWA; and

WHEREAS, the City Engineer has reviewed and approved said vacation; and

WHEREAS, the Code of Iowa provides that right of way may be vacated only after notice and hearing as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa, that a public hearing before this Council on the proposal set forth in the preamble to this Resolution is set for 6:30 p.m., on the ____ day of May 2015. The City Clerk is directed to publish the Notice of said hearing at the time and in the manner required by law.

DATED at Polk City, Iowa, this 27th day of April 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

NOTICE OF PUBLIC HEARING

TO: ALL CITIZENS AND ALL PARTIES IN INTEREST WHO MAY BE ENTITLED TO NOTICE AND OPPORTUNITY TO BE HEARD ON INTENT TO VACATE RIGHT OF WAY KNOWN AS LOT B, PARKER TOWNHOMES

YOU AND EACH OF YOU ARE HEREBY NOTIFIED that the City of Polk City, Iowa will hold a public hearing on the ___ day of May 2015, at 6:30 o'clock p.m. at the City Hall, 112 Third Street, Polk City, Iowa, for purposes of discussing the intent to vacate right of way on the following described real property:

LOT B, PARKER TOWNHOMES, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF POLK CITY, POLK COUNTY, IOWA

YOU ARE FURTHER AND SPECIFICALLY NOTIFIED that at the time and place aforesaid all persons will have opportunity to be heard for or against said vacation. Following such hearing, the City Council will take action on said vacation without further notice or opportunity for hearing.

DATED the 27th day of April 2015.

Jason Morse, Mayor

Attest:

Jennifer Ratcliff, City Clerk

Mayor Jason Morse
PO Box 426
Polk City, IA 50226

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Polk City on earning recognition as a 2014 Tree City USA and for receiving a Growth Award. Residents of Polk City ought to be proud to live in a community that makes the planting and care of trees a priority.

Your community joins more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Polk City and thank you for helping to create a healthier planet for all of us.

Best Regards,



Matt Harris
Chief Executive

RECEIVED

APR 18 2015

CITY OF POLK CITY

cc: Ken Morse

enclosure

For more information, contact:
Anthony Marek, 402-473-9563
amarek@arborday.org



FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Polk City Tree City USA, Growth Award Winner

Polk City, IA was named a 2014 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

The community also received a Tree City USA Growth Award for demonstrating environmental improvement and higher level of tree care.

Polk City achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

"Everyone benefits when elected officials, volunteers and committed citizens in communities like Polk City make smart investments in urban forests," said Matt Harris, chief executive of the Arbor Day Foundation. "Trees bring shade to our homes and beauty to our neighborhoods, along with numerous economic, social and environmental benefits."

Cleaner air, improved storm water management, energy savings and increased property values and commercial activity are among the benefits enjoyed by Tree City USA communities.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information can be found at arborday.org.

Phillip Jensen Receives the 2015 Iowa Urban Forestry Outstanding Volunteer Award

Phil Jensen is one of the founding members of The Polk City Arbor League. Twenty two years ago Phil expressed his interest in helping to form a tree planting group in Polk City. Phil lives just outside the City limits where he takes care of his own acreage and trees.

His passion for horticulture spilled over into the City of Polk City from the beginning; as he has attended and helped with virtually every tree planting project in town. Phil has a strong horticulture background that has been invaluable to the City. He played a crucial role in the planning and planting projects at the Polk City Sports Complex, Kiwanis All Seasons Park, the City's Town Square, Leonard Park, the Polk City Public Library, and the West Elementary School. With Phil's help, the Polk City Arbor League has planted hundreds of trees throughout Polk City. An example of his work includes Arbor Day plantings he helps perform every year at the local elementary school.

On top being a proficient planter, Phil is a highly experienced tree pruner and has donated hundreds of hours of his time to help maintain all of the trees planted by the Arbor League within Polk City. As an added bonus Phil is ambidextrous which has allowed him to truly master his craft by being able to wield and use pruners in each hand at the same time, giving him an incredible advantage when it comes to his pruning abilities.

Phil is also one of the founding members of the Central Iowa Arbor Society and has helped with the Spring and Fall tree sales every year since its inception nearly 20 years ago.

On 4/9/2015 Phil Jensen received the 2015 Iowa Urban Forestry Outstanding Volunteer Award from the Iowa Urban Tree Council. The City of Polk City would like to thank Phillip Jensen for all of his years of dedicated service and congratulate him on receiving the 2015 Iowa Urban Forestry Outstanding Volunteer Award!

RESOLUTION NO. 2015-27

RESOLUTION APPROVING THE SITE PLAN FOR LAKESIDE FELLOWSHIP CHURCH AND ORDERING PROPERTY OWNERS TO CONSTRUCT EDGEWATER DRIVE.

WHEREAS, Lakeside Fellowship Church has submitted a Site Plan for a new church to be located at 1121 W. Bridge Road, Polk City, Iowa ; and

WHEREAS, City Council approval of a Private Ingress/Egress Agreement is required to address the property owner's responsibility to pave the access drive to the east and to the west, with the requirement for paving each access drive based on development of the adjoining parcels located at 1010 Tyler and 1401 W. Bridge Road, and provide an easement for said access road; and

WHEREAS, City Council approval of a Petition & Waiver is required in order to defer paving of the overflow parking stalls for a period of time no longer than three years; and

WHEREAS, a Temporary Construction Easement is required across the north thirty feet of Lot 1 of Lakewoods Plat 1, Polk City, Iowa in order to complete the construction of the Edgewater Drive Improvements project; and

WHEREAS, the Polk City Planning and Zoning Commission reviewed and approved the Site Plan for Lakeside Fellowship Church on April 20, 2015, subject to all review comments being satisfactorily addressed; and

WHEREAS, the City Engineer and City Attorney have reviewed the Site Plan and documents and recommend approval subject to provision of signed copies of all legal documents.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Site Plan for Lakeside Fellowship Church, subject to the provision that no Building Permits shall be issued on Lot 1 of Lakewoods Plat 1 until such time as the Private Ingress/Egress Agreement and Petition & Waiver have been approved by City Council; the Temporary Construction Easement for Edgewater Drive Improvements has been signed by Lakeside Fellowship Church.

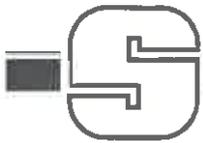
BE IT FURTHER RESOLVED, the City Council of the City of Polk City, Iowa hereby authorize the City Administrator to notify 3100, LLC (Bruce Lefkow, manager) and order their construction of Edgewater Drive in accordance with the Private Development Agreement (recorded in Book 14997, page 619-637) and also to notify Todd R. and Christine A. Drake and Lakeside Fellowship Church and order their construction of Edgewater Drive Improvements in accordance with the Development Agreement (recorded in Book 14583, Page 166-173).

PASSED AND APPROVED, the 27th day of April, 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk



SITE PLAN REVIEW

Date: April 22, 2015 Prepared by: Kathleen Connor, Laura Lamberty
Project: Lakeside Fellowship Church Project No.: 115.0288.01

GENERAL INFORMATION:

Applicant:	Lakeside Fellowship Church
Property Owner:	Lakeside Fellowship Church
Requested Action:	Approval of Site Plan
Location	1121 W. Bridge Road; Lot 1 of Lakewoods Plat 1
Size:	8.50 Acres
Zoning:	C-2
Existing Land Use:	Vacant
Proposed Land Use:	Church



BACKGROUND

The Preliminary Plat for Lakewoods Plat 1 was approved by City Council on December 10, 2012. This plat subdivided the Drake property into two parcels. Lot 1, the south half said plat, is now being developed and is highlighted in yellow above. Outlot Y, the north half of said plat, was set aside for future development.

At that time, Council also approved a Development Agreement that defined necessary future public improvement and clarified whether the owner of Lot 1 or Outlot Y was responsible for their construction. These improvements included Edgewater Drive and associated utilities in addition to a recreational trail and water main along W. Bridge Road.

The Final Plat for Lakewoods Plat 1 was approved by City Council on January 14, 2013.

At this time, Lakeside Fellowship Church is requesting Site Plan approval for a new church on Lot 1.

PROJECT DESCRIPTION:

The applicant plans to construct 12,864 SF building for use as a church. Adequate paved parking has been provided per code with an additional gravel overflow parking area. A second expansion phase is planned to add additional building area and parking. Access is provided per the access management plan to W. Bridge Street and to Edgewater Drive, which is planned to be constructed by others per the Development Agreement in coordination with this project.

The exterior of the building is proposed to be a combination of light gray, coated metal siding panels architectural metal panels and exposed aggregate insulated concrete wall panels as illustrated on the elevation drawings. Phase 1 of the building is rectangular with a canopy over the south entrance and the roofline is single-pitch. The proposed building does not have an articulated shape or roof line or other architectural features suggested by the code, however concern this may be addressed by the future Phase 2 building addition. There will be two building signs on the south side of the building; together these signs may be 196 square feet maximum, based on building frontage to two public streets. (The cross may be considered an architectural feature rather than a sign.)

Additional site plan improvements include a 10' wide recreational trail along W. Bridge Road, a 12" water main along W. Bridge Road, a sidewalk along Edgewater Drive and on-site detention basins. The basins are planned to serve both this phase and the future expansion phase as noted on the drawings. A 30' landscape buffer is provided along the residential zone districts on the opposite side of Edgewater and in the northeast corner adjacent to the existing townhomes. Temporary construction easements are indicated along Edgewater Drive to facilitate construction of the street.

ISSUES:

1. Edgewater Drive Extension. The proposed Site Plan improvements will trigger construction of Edgewater Drive and associated utilities, beginning just west of Tyler Street and ending at Parker Boulevard. The requirement for this construction is covered by two separate Development Agreements with the segment within Lakewoods Plat 1 being the responsibility of Todd/Christine Drake and Lakeside Fellowship and the segment within Parker Townhomes Plat being the responsibility of Bruce Lefkow.
 - a. *Notification.* The City Administrator will notify Todd Drake and Bruce Lefkow that the agreed-upon improvements will need to be constructed. A project schedule and deadline for completion will need to be determined, but the Lakewoods Plat 1 segment of the street should be completed prior to issuance of a Certificate of Occupancy for the church.
 - b. *Storm Sewer Easement.* The City coordinate with Nick and Yvonne Van Doorn to potentially acquire an off-site Storm Sewer Easement for the storm sewer outlet.
 - c. *Construction Drawings.* The developers will need to provide construction drawings for their respective segments of the project for review and approval by the City. The developers will be responsible for obtaining all necessary permits including Iowa DNR permits.
 - d. *Right-of-Way dedication.* A 60' wide right-of-way within Outlot Y of Lakewoods Plat 1 will need to be dedicated to the City via Subdivision Plat or Acquisition Plat.
 - e. *Construction Phase.* We recommend the developers consider using the same contractor which would minimize coordination issues as well as potentially saving cost for both. Both projects will require construction observation by the City Engineer.
2. Legal Documents. The following legal documents will need to be provided for review by the City Attorney prior to Council approval
 - a. Private Ingress/Egress Agreement covering the property owner's responsibility to pave the access drive to the east and to the west, with the requirement for paving each drive based on development of the adjoining parcel. In the future, the property owner shall be responsible for submitting a Site Plan Amendment depicting the actual drive location and

for providing a signed copy of the Private Ingress/Egress Easement with legal description.

- b. Provided the developer's request to defer paving of the overflow parking stalls for a maximum of three years, a signed Agreement regarding said deferral.
- c. Temporary Construction Easement for the Edgewater Drive construction project.

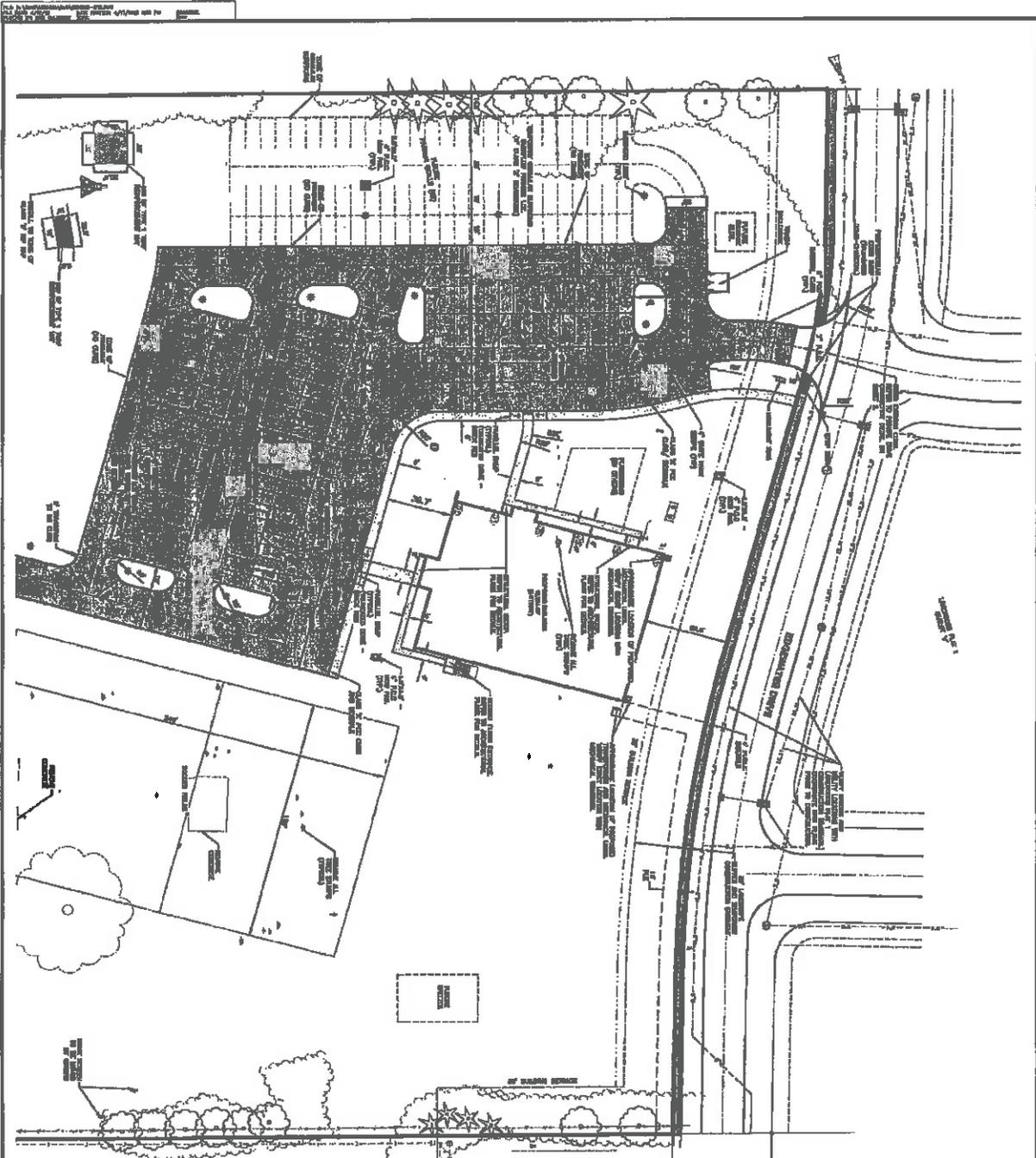
REVIEW COMMENTS: Pursuant to our review of Submittal #3, we offer the following comments:

1. Provide revised manufacturer's cut sheets for the wall-mounted light fixtures such that they have 200 watt maximum bulbs, or equivalent LED.
2. Note that parking lot lights fixtures shall have 25' tall poles, maximum.

RECOMMENDATION:

Based on the above comments being satisfactorily addressed, P&Z and staff recommends approval of the Site Plan for Lakeside Fellowship Church subject to the following:

1. All Review comments shall be satisfactorily addressed.
2. The permanent Certificate of Occupancy shall not be issued for the Church until the segment of Edgewater Drive within Lakewoods Plat 1 has been completed and accepted by City Council.
3. Provision of signed copies of all legal documents following City Attorney approval.
4. Payment of all fees to the City Clerk.



GENERAL NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE ILLINOIS CONSTRUCTION SPECIFICATIONS AND ALL CITY ORDINANCES.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF POLK AND THE ILLINOIS DEPARTMENT OF TRANSPORTATION.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
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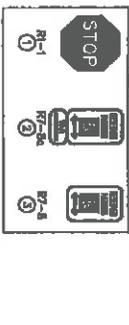
TRAFFIC CONTROL NOTES

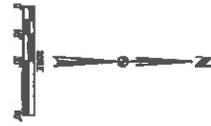
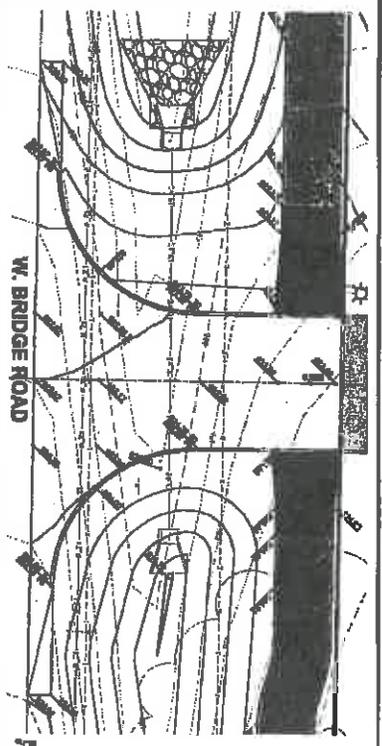
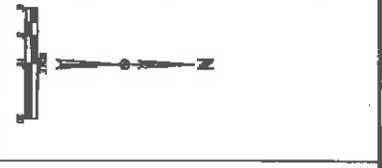
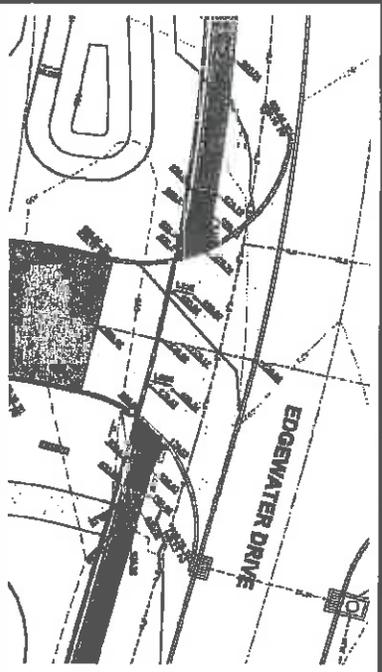
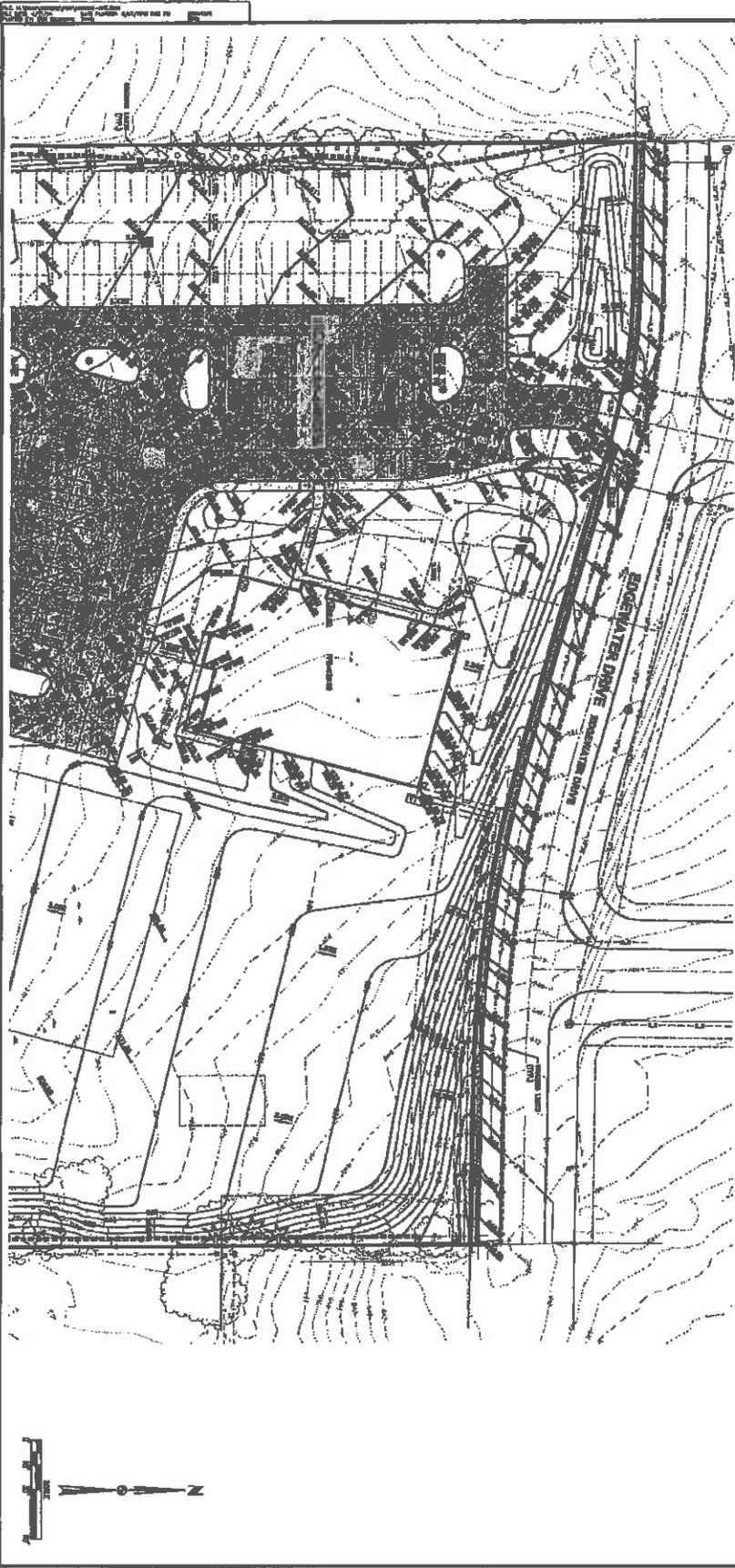
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PAVEMENT THICKNESS

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2. BASE COURSE
3. SURFACE COURSE
4. FINISH

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**LAKESIDE FELLOWSHIP
GRADING PLAN**

POLK CITY, IOWA



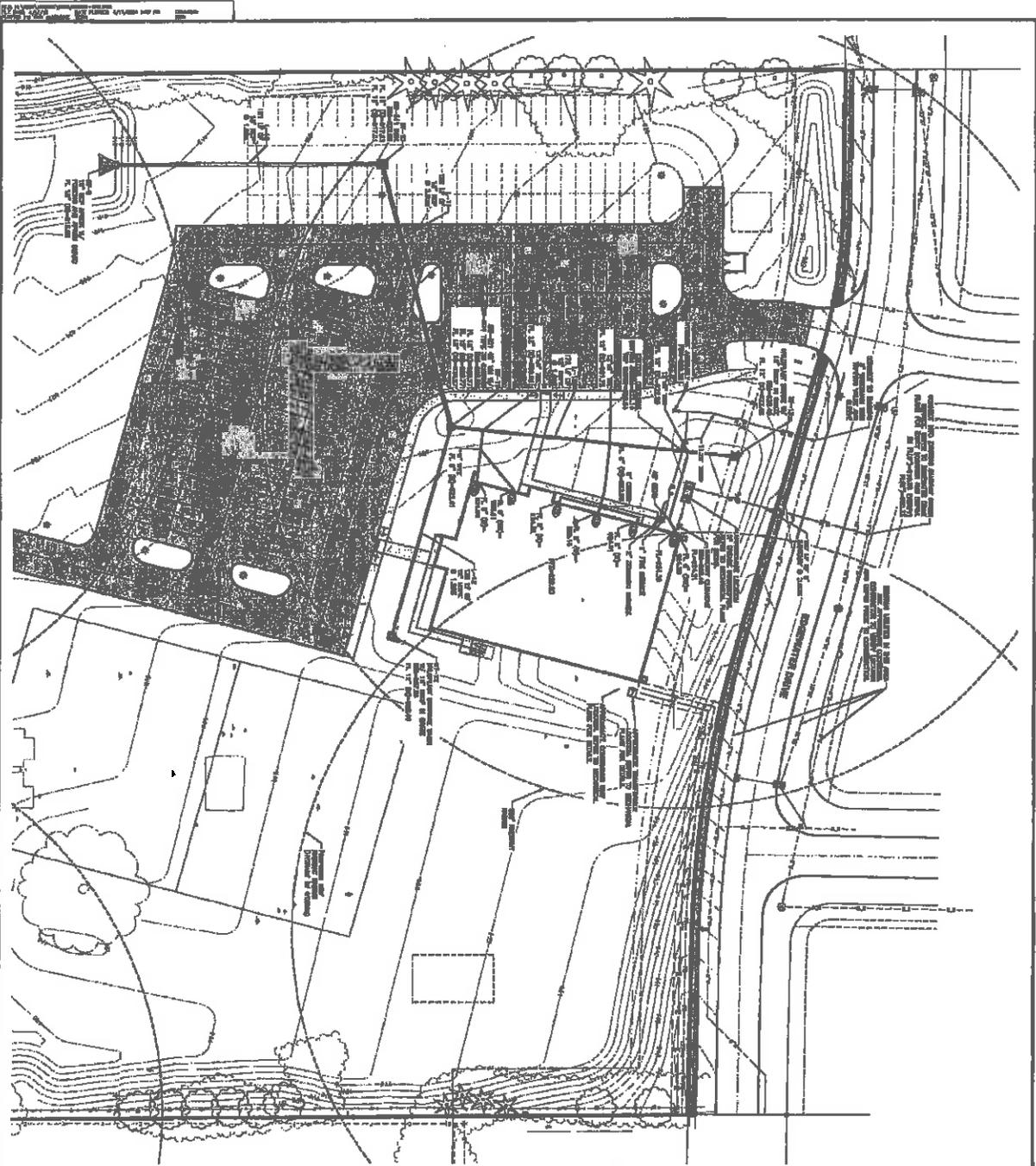
CIVIL DESIGN ADVANTAGE

2485 S.E. CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PHONE: (515) 389-4400 FAX: (515) 389-4410

ENGINEER: EKO

ET: JMM

REVISION	DATE



- UTILITY NOTES**
1. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY DATA.
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LAKESIDE FELLOWSHIP
UTILITY PLAN



3408 S.E. CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PHONE: (515) 398-4400 FAX: (515) 398-4410

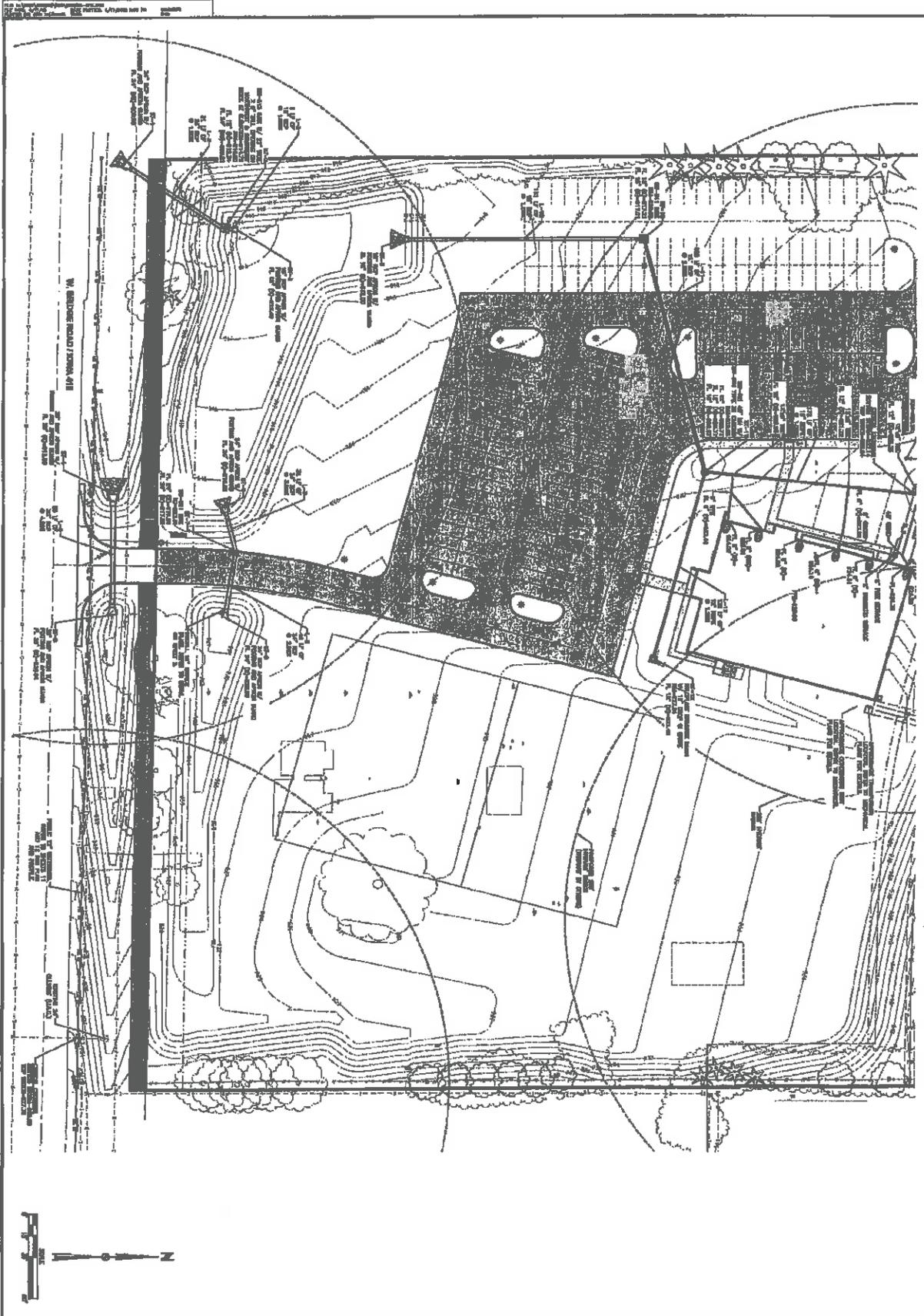
REVISIONS	DATE

POLK CITY, IOWA

CIVIL DESIGN ADVANTAGE

ENGINEER: EKO

EL-JMM



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LAKESIDE FELLOWSHIP
UTILITY PLAN

POLK CITY, IOWA



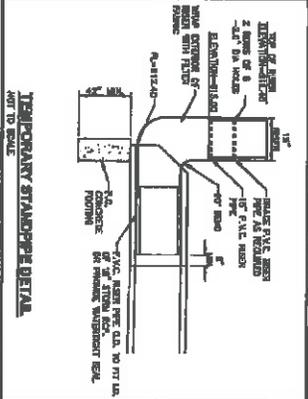
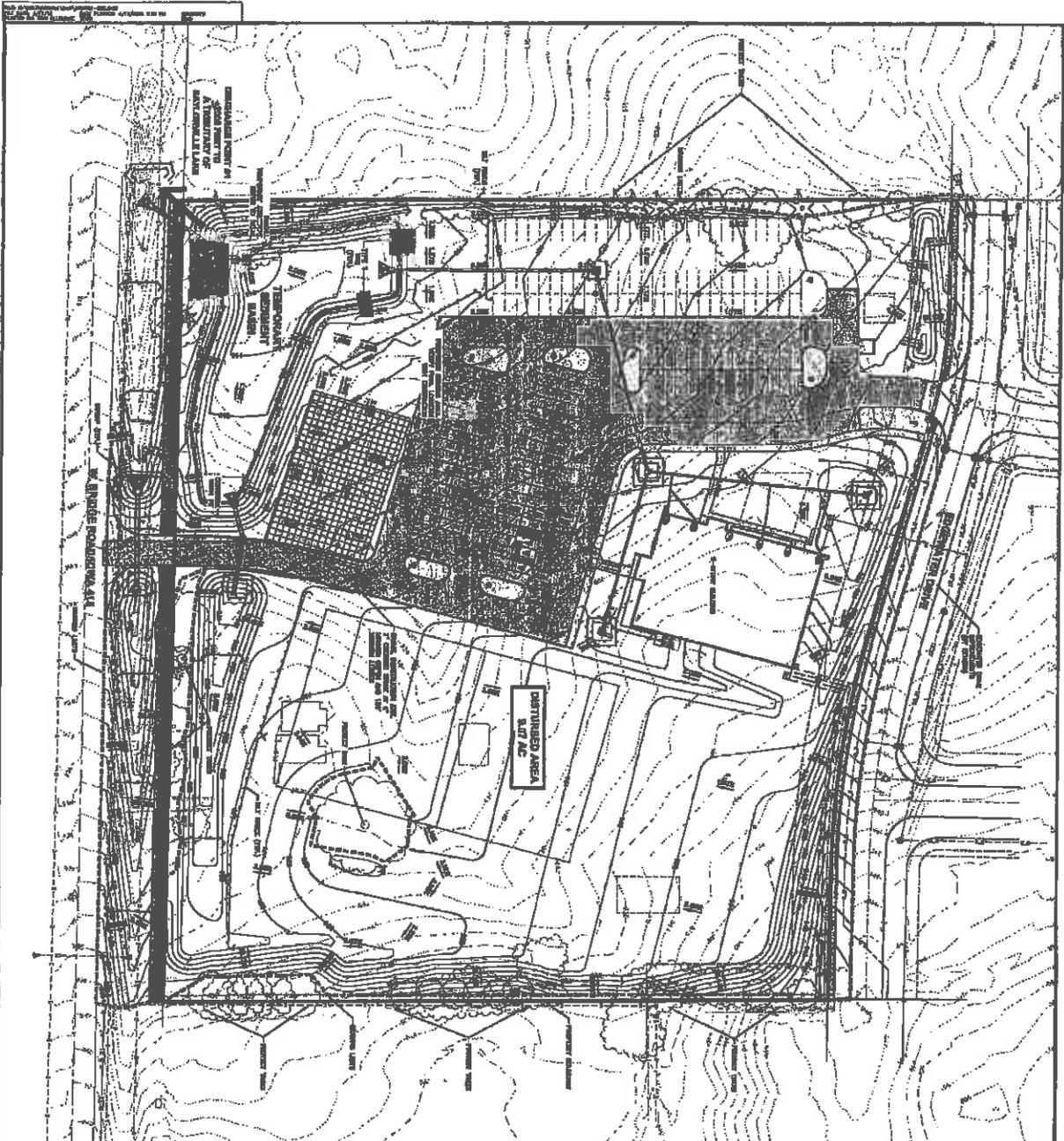
CIVIL DESIGN ADVANTAGE

3405 S.E. CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PHONE: (515) 388-4400 FAX: (515) 388-4410

ENGINEER: EKO

ED: JMM

REVISIONS	DATE



NOTE
 1. THIS DETENTION BASIN IS TO BE USED TO DETAIN AND STORE STORMWATER FROM THE DRY TOWER AREA. IT IS NOT TO BE USED FOR ANY OTHER PURPOSES.
 2. THE DETENTION BASIN SHALL BE MAINTAINED AND KEPT FREE OF OBSTRUCTIONS AT ALL TIMES.
 3. THE DETENTION BASIN SHALL BE FILLED WITH GRAVEL TO A DEPTH OF 18 INCHES.
 4. THE DETENTION BASIN SHALL BE FENCED AND POSTED TO PREVENT ACCESS BY THE PUBLIC.

11/14
 1:500 (0.5)

**LAKESIDE FELLOWSHIP
 EROSION AND SEDIMENT CONTROL PLAN**



3408 S.E. CROSSROADS DRIVE, SUITE 6
 GRIMES, IOWA 50111
 PHONE: (515) 388-4400 FAX: (515) 388-4410

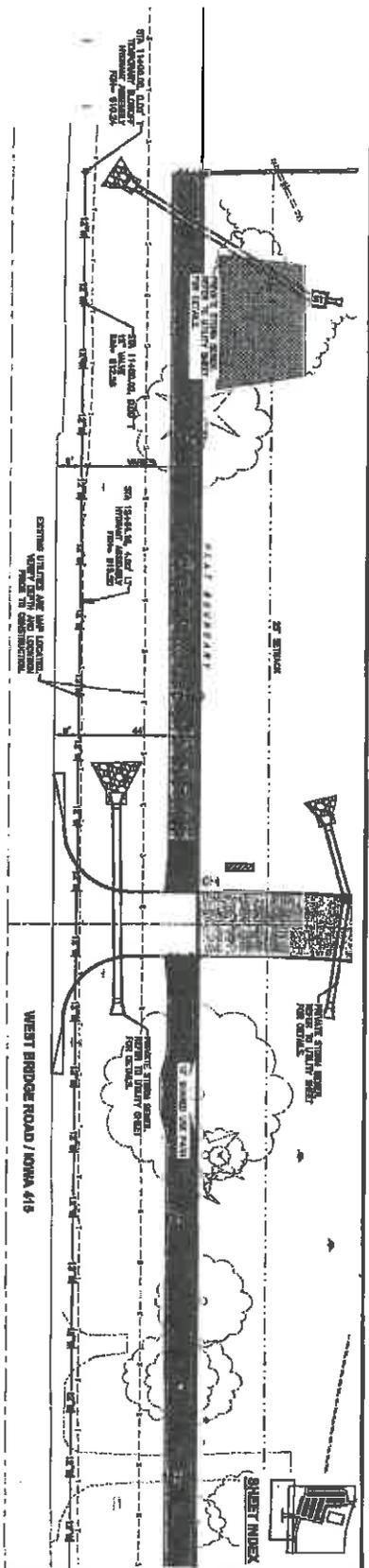
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POLK CITY, IOWA

CIVIL DESIGN ADVANTAGE

ENGINEER: EKO

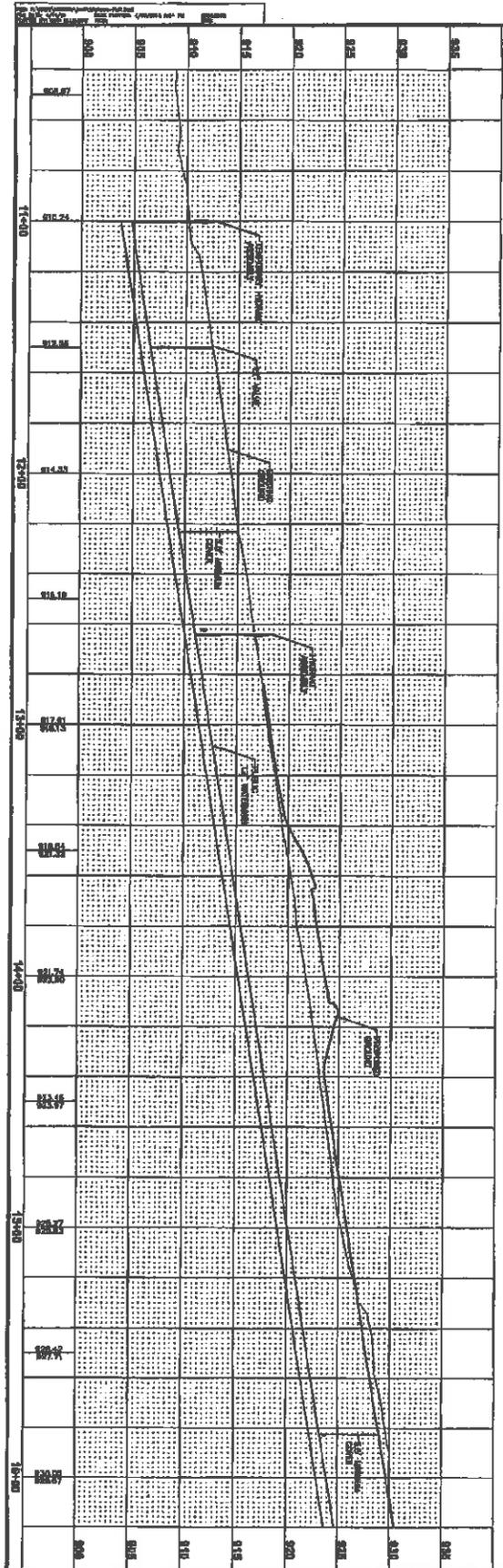
EX: JMM

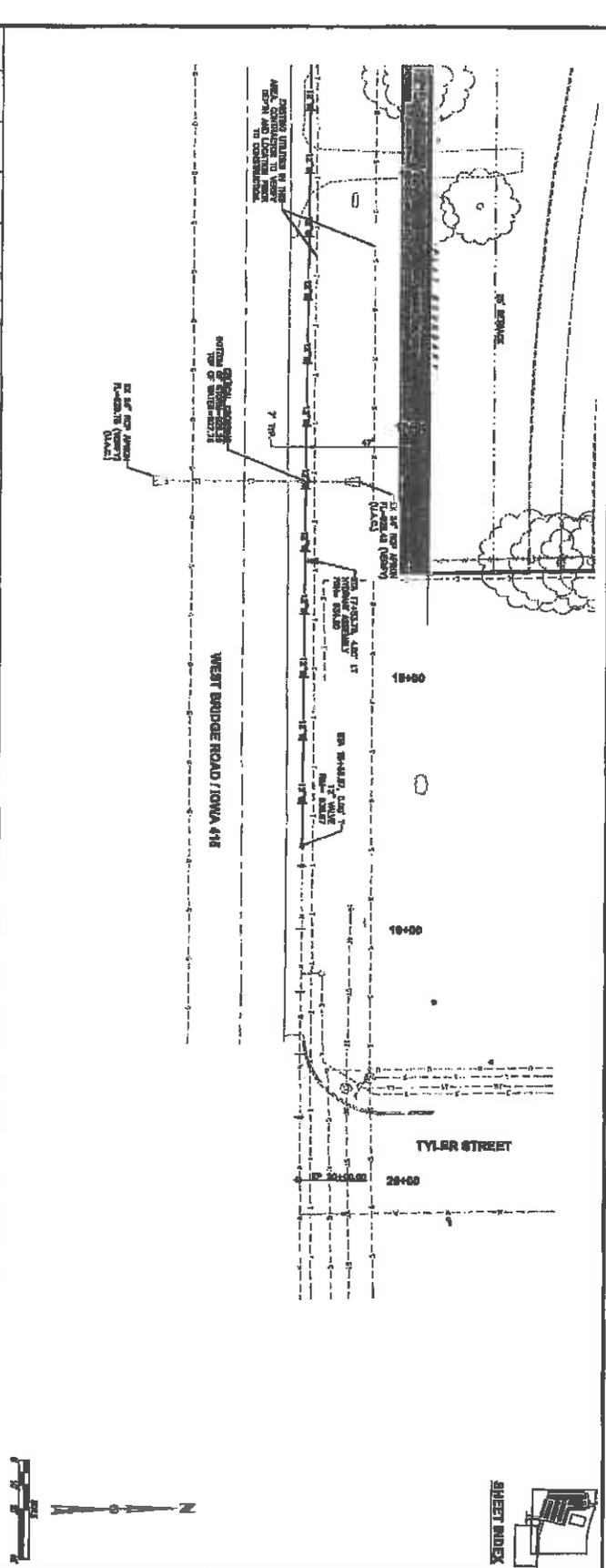
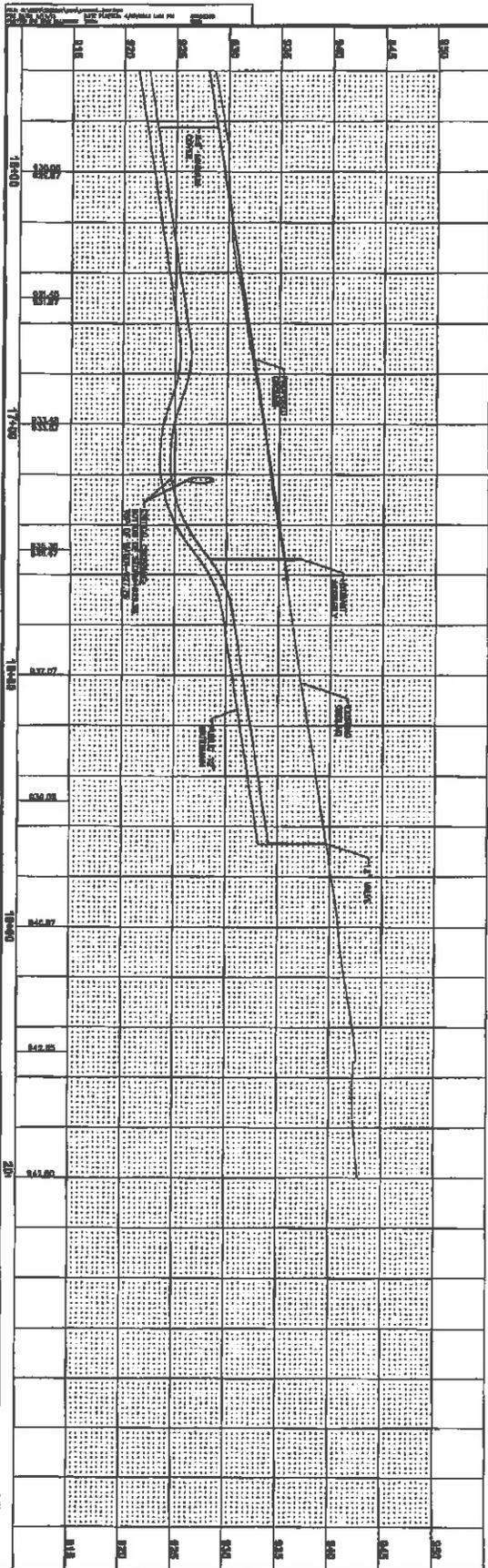


- CITY OF POLK CITY WATER MAIN NOTES**
1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF POLK CITY AND THE IOWA DEPARTMENT OF TRANSPORTATION.
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ESTIMATED PROJECT QUANTITIES

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY
1	WATER MAIN, 12" DIA.	LF	747
2	VALVE, 12" DIA.	EA	4
3	HYDRANT, 4" DIA.	EA	4
4	MANHOLE, 48" DIA.	EA	10
5	MANHOLE, 36" DIA.	EA	1





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1807/201

LAKESIDE FELLOWSHIP
PUBLIC WATERMAIN PLAN AND PROFILE

POLK CITY, IOWA

GA
CIVIL DESIGN ADVANTAGE

3405 S.E. CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PHONE: (515) 389-4400 FAX: (515) 388-4410

ENGINEER: BKO
E: JMM

REVISION	DATE

The City Council then proceeded to discuss the matter of calling a special city election.

Council Members: _____ introduced the following Resolution entitled "RESOLUTION CALLING A SPECIAL CITY ELECTION", and moved its adoption. Council Members: _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION CALLING A SPECIAL CITY ELECTION

WHEREAS, the City of Polk City, State of Iowa, proposes to contract indebtedness and issue general obligation bonds to provide funds to pay costs of a general corporate purpose project hereinafter described; and

WHEREAS, Section 384.26 of the City Code of Iowa, provides that before the Council may institute proceedings for the issuance of bonds for a general corporate purpose, it shall call a special city election to vote upon the proposition of issuing bonds in accordance with the provisions of such statute; and

WHEREAS, neither the proposal for the issuance of the bonds hereinafter set forth, nor any other proposal incorporating any portion of it, has or will have been submitted to the registered voters of the City for a period of more than six months prior to the date of election hereinafter provided; and

WHEREAS, the "Des Moines Register", is a legal newspaper, printed wholly in the English language, as defined by Section 618.3 of the Code of Iowa, and is published in the City and of general circulation therein;

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

Section 1. That there is hereby called a special City election on Tuesday, the 4th day of August 2015, at which election there shall be submitted to the registered voters of the City the following question, to-wit:

"SHALL THE CITY OF POLK CITY ISSUE ITS BONDS IN AN AMOUNT NOT EXCEEDING THE AMOUNT OF \$8,715,000 FOR THE PURPOSE OF PAYING COSTS ASSOCIATED WITH THE CONSTRUCTION, EQUIPPING AND FURNISHING OF AN AQUATIC CENTER AND RECREATION COMPLEX, AND THE ACQUISITION OF ANY REAL PROPERTY REQUIRED FOR THOSE PURPOSES?"

Section 2. That the voting place or places for the election, and the hours the polls shall be opened and closed shall be as set out in the notice of election, such notice to be prepared and approved by the County Commissioner of Elections.

Section 3. That the form of ballot to be used at the election shall be of the type authorized by the Code of Iowa that will permit the use of electronic counters and will be in substantially the form set forth in the Notice of Election. That, if more than one public measure shall be submitted to the electors at the time of the election, all such measures shall be printed upon one ballot.

Section 4. That the Election Board for the voting precinct or precincts shall be appointed by the County Commissioner of Elections, not less than 15 days before the date of said election, a certified copy of which appointment shall be officially placed on file in the office of the Clerk of the City.

Section 5. That the Auditor of Polk County, Iowa, being the County Commissioner of Elections, is hereby directed to publish the notice of election once in the "Des Moines Register", being a legal newspaper, printed wholly in the English language, as defined by Section 618.3 of the Code of Iowa, published in the City and of general circulation therein, the publication to be not less than four clear days nor more than twenty days prior to the date of the election.

Section 6. That the County Commissioner of Elections shall cause to be prepared all such ballots and election registers and other supplies as may be necessary for the proper and legal conduct of said election. The Clerk is hereby authorized and directed to cooperate with said Commissioner of Elections and to do and prepare all necessary matters in order to make said election legal and valid.

Section 7. That the Clerk is hereby directed to file a certified copy of this Resolution in the office of the County Commissioner of Elections, which filing shall also constitute the "written notice" to the County Commissioner of Elections of the election date required to be given by the governing body under the provisions of Chapter 47 of the Code of Iowa.

PASSED AND APPROVED this 27th day of April, 2015.

Mayor

ATTEST:

City Clerk

Receipt of a certified copy of the foregoing resolution is hereby acknowledged this
____ day of _____, 2015.

County Auditor and County Commissioner of
Elections

01104690-1\11018-037

ORDINANCE NO. 2015-400

AN ORDINANCE AMENDING CHAPTER 92, WATER RATES, SECTION 92.02, RATES FOR SERVICE BY AMENDING THE RATE AND ADDING TWO NEW RATE CLASSIFICATIONS, DOMESTIC AND IRRIGATION/GARDEN; AND AMENDING CHAPTER 99, SECTION 99.02 BY ADDING A NEW SEWER RATE

Be It Ordained By the City Council of the City of Polk City, Iowa, that:

Section 1. Chapter 92, of the Polk City Code of Ordinances; Water Rates, Section 92.02, Rates for Service is hereby amended by deleting the section and inserting the following:

92.02 Water service shall be furnished at the following monthly rates and classification within the City:

1. Domestic rate is the water used for human consumption and needs of a particular location.

<u>Gallons Used per Month</u>	<u>Rate</u>
First 1,000	\$9.40 (minimum bill)
All over 1,000	\$3.75 per 1,000 gallons

2. Irrigation/Garden rate is the water used for irrigation/garden purposes and these water uses are billed on a separate meter from the domestic meter.

<u>Gallons Used per Month</u>	<u>Rate</u>
All usage/1000 gallons	\$4.50 (minimum bill)

Section 2. Chapter 99, Sections 99.02 (1) and (2) are hereby deleted and there are inserted in lieu thereof the following:

99.02 RATE. Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system as follows:

1. Service Availability Charge. A service availability charge of \$10.77 per month (minimum bill).

2. Usage Charge. A usage charge of \$4.06 per each 1,000 gallons of water used.

Section 3. The new water and sanitary sewer rates will start with meter reads in the month of June 2015, payable in July 2015.

Section 4. All Ordinances or parts of any Ordinance in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict.

Section 5. 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 27th day of April, 2015.

Jason Morse, Mayor

ATTEST:

Jennifer Ratcliff, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date of Publication: _____

April 27, 2015

The City Council of the City of Polk City, State of Iowa, met in _____ session, in the City Hall, 112 3rd Street, Polk City, Iowa, at 6:30 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

* * * * *

Council Member _____ then introduced the following proposed Resolution entitled "RESOLUTION SETTING DATES OF A CONSULTATION AND A PUBLIC HEARING ON A PROPOSED AMENDMENT NO. 2 TO THE POLK CITY AREA II URBAN RENEWAL PLAN IN THE CITY OF POLK CITY, STATE OF IOWA", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION NO. _____

RESOLUTION SETTING DATES OF A CONSULTATION
AND A PUBLIC HEARING ON A PROPOSED AMENDMENT
NO. 2 TO THE POLK CITY AREA II URBAN RENEWAL
PLAN IN THE CITY OF POLK CITY, STATE OF IOWA

WHEREAS, by Resolution No. 91-27, adopted June 10, 1991, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Polk City Area II Urban Renewal Plan (the "Plan") for the Area II Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein, which Plan is on file in the office of the Recorder of Polk County; and

WHEREAS, by Resolution No. 2012-18, adopted March 26, 2012, this City Council approved and adopted an Amendment No. 1 to the Plan; and

WHEREAS, this Urban Renewal Area currently includes and consists of:

ORIGINAL AREA

COMMENCING AT THE NORTH 1/4 CORNER OF SECTION 1, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE SOUTH ALONG THE WEST LINE OF THE EAST 1/2 OF SAID SECTION 1 TO A POINT OF THE SOUTHERLY LINE OF BROADWAY (FORMER HIGHWAY 415) SAID POINT ALSO BEING ON THE EASTERLY CORPORATE LIMIT LINE OF POLK CITY; THENCE NORTHWESTERLY ALONG THE SAID SOUTHERLY LINE OF BROADWAY TO A POINT ON THE SOUTHEASTERLY LINE OF DES MOINES' ADDITION TO POLK CITY; THENCE SOUTHWESTERLY ALONG THE SAID SOUTHEASTERLY LINE TO THE SOUTHERLY CORNER OF SAID DES MOINES ADDITION; THENCE NORTHWESTERLY ALONG THE SOUTHWESTERLY LINE OF SAID DES MOINES ADDITION; THENCE NORTHWESTERLY ALONG THE SOUTHWESTERLY LINE OF SAID DES MOINES ADDITION AND THE PROJECTION THEREOF AND ALONG THE SOUTHWESTERLY LINE OF SCOTT'S PARK PLAZA PLAT 1, BEING AN OFFICIAL PLAT, TO A POINT ON THE CENTERLINE OF THIRD STREET; THENCE SOUTHWESTERLY AND SOUTHERLY ALONG THE SAID CENTERLINE OF THIRD STREET TO A POINT ON THE CENTERLINE OF DAVIS STREET; THENCE WEST ALONG THE SAID CENTERLINE OF DAVIS STREET TO A POINT ON THE WEST LINE OF ROOSEVELT STREET; THENCE NORTHERLY ALONG THE SAID WEST LINE OF ROOSEVELT STREET TO THE SOUTHEAST CORNER OF LOT 23, LAKEVIEW ACRES PLAT 1, AN OFFICIAL PLAT; THENCE NORTHWESTERLY TO THE SOUTHWEST CORNER OF SAID LOT 23; THENCE NORTH TO THE NORTHWEST CORNER OF LOT 22 SAID LAKEVIEW ACRES PLAT 1; THENCE WEST TO THE SOUTHWEST CORNER OF LOT 20 SAID

LAKEVIEW ACRES PLAT 1; THENCE NORTHWESTERLY TO THE SOUTHWESTERLY CORNER OF LOT 16 SAID LAKEVIEW ACRES PLAT 1; THENCE NORTHWESTERLY TO THE SOUTHWEST CORNER OF LOT 37 LAKEVIEW ACRES PLAT 2, AN OFFICIAL PLAT; THENCE WEST TO THE SOUTHWEST CORNER OF SAID LAKEVIEW ACRES PLAT 2; THENCE NORTH TO THE NORTHWEST CORNER OF SAID LAKEVIEW ACRES PLAT 2; THENCE EAST TO THE SOUTHWEST CORNER OF FOREST HEIGHTS PLAT 4, AN OFFICIAL PLAT; THENCE NORTH TO THE SOUTHEAST CORNER OF LOT 27 SAID FOREST HEIGHTS PLAT 4; THENCE WEST TO THE SOUTHWEST CORNER OF LOT 23 SAID FOREST HEIGHTS PLAT 4; THENCE NORTH ALONG THE WEST LINE OF SAID FOREST HEIGHTS PLAT 4 TO A POINT BEGINNING 825.00 FEET SOUTH OF THE NORTH LINE OF SECTION 2, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE WEST 1,690.00 FEET TO A POINT ON THE WESTERLY CORPORATE LIMIT LINE OF POLK CITY, IOWA; THENCE IN A GENERALLY SOUTHERLY EASTERLY NORTHERLY AND WESTERLY DIRECTION ALONG THE SAID CORPORATE LIMIT LINE TO THE POINT OF BEGINNING.

THE ABOVE DESCRIPTION REFERS TO THE "CORPORATE LIMIT LINE OF POLK CITY". THESE CALLS ARE TO THE CORPORATE LIMIT LINE AS IT EXISTED ON JUNE 10, 1991 AT THE TIME THE POLK CITY URBAN RENEWAL AREA PLAN II WAS ORIGINALLY ADOPTED. SINCE THAT TIME THE CORPORATE LIMIT LINE OF POLK CITY WAS AMENDED BY RESOLUTION NO. 2009-08 ADOPTED BY CITY COUNCIL ON FEBRUARY 9, 2009 AND BY RESOLUTION NO. 2009-78 ADOPTED BY CITY COUNCIL ON NOVEMBER 23, 2009; and

WHEREAS, City staff has caused there to be prepared a form of Amendment No. 2 to the Plan ("Amendment No. 2" or "Amendment"), a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to add and/or confirm the list of proposed projects to be undertaken within the Urban Renewal Area; and

WHEREAS, it is desirable that these areas be redeveloped as part of the overall redevelopment area covered by the Amendment; and

WHEREAS, this proposed Amendment No. 2 to the Urban Renewal Plan adds no new land; and

WHEREAS, the Iowa statutes require the City Council to notify all affected taxing entities of the consideration being given to the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan and to hold a consultation with such taxing entities with respect thereto, and further provides that the designated representative of each affected taxing entity may attend the consultation and make written recommendations for modifications to the proposed division

of revenue included as a part thereof, to which the City shall submit written responses as provided in Section 403.5, as amended; and

WHEREAS, the Iowa statutes further require the City Council to hold a public hearing on the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan subsequent to notice thereof by publication in a newspaper having general circulation within the City, which notice shall describe the time, date, place and purpose of the hearing, shall generally identify the urban renewal area covered by the Amendment and shall outline the general scope of the urban renewal project under consideration, with a copy of the notice also being mailed to each affected taxing entity.

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

Section 1. That the consultation on the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan required by Section 403.5(2) of the Code of Iowa, as amended, shall be held on the 4th day of May, 2015, in the City Hall, 112 3rd Street, Polk City, Iowa, at 10:00 A.M., and the City Administrator, or his delegate, is hereby appointed to serve as the designated representative of the City for purposes of conducting the consultation, receiving any recommendations that may be made with respect thereto and responding to the same in accordance with Section 403.5(2).

Section 2. That the City Clerk is authorized and directed to cause a notice of such consultation to be sent by regular mail to all affected taxing entities, as defined in Section 403.17(1), along with a copy of this Resolution and the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan, the notice to be in substantially the following form:

NOTICE OF A CONSULTATION TO BE HELD BETWEEN
THE CITY OF POLK CITY, STATE OF IOWA AND ALL
AFFECTED TAXING ENTITIES CONCERNING THE
PROPOSED AMENDMENT NO. 2 TO THE POLK CITY AREA
II URBAN RENEWAL PLAN FOR THE CITY OF POLK CITY,
STATE OF IOWA

The City of Polk City, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1) of the Code of Iowa, as amended, commencing at 10:00 A.M. on May 4, 2015, in the City Hall, 112 3rd Street, Polk City, Iowa concerning a proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the proposed Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the proposed Urban Renewal Area, and the duration of any bond issuance included in the Amendment.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The City Administrator, or his delegate, as the designated representative of the City of Polk City, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Polk City, State of Iowa, as provided by Section 403.5 of the Code of Iowa, as amended.

Dated this _____ day of _____, 2015.

City Clerk, City of Polk City, State of Iowa

(End of Notice)

Section 3. That a public hearing shall be held on the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan before the City Council at its meeting which commences at 6:30 P.M. on May 26, 2015, in the City Hall, 112 3rd Street, Polk City, Iowa.

Section 4. That the City Clerk is authorized and directed to publish notice of this public hearing in the Des Moines Register - Ankeny Edition, once on a date not less than four (4) nor more than twenty (20) days before the date of the public hearing, and to mail a copy of the notice by ordinary mail to each affected taxing entity, such notice in each case to be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL
OF A PROPOSED AMENDMENT NO. 2 TO THE POLK CITY
AREA II URBAN RENEWAL PLAN FOR AN URBAN
RENEWAL AREA IN THE CITY OF POLK CITY, STATE OF
IOWA

The City Council of the City of Polk City, State of Iowa, will hold a public hearing before itself at its meeting which commences at 6:30 P.M. on May 26, 2015 in the City Hall, 112 3rd Street, Polk City, Iowa, to consider adoption of a proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan (the "Amendment") concerning an Urban Renewal Area in the City of Polk City, State of Iowa, legally described as follows:

ORIGINAL AREA

COMMENCING AT THE NORTH 1/4 CORNER OF SECTION 1, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE SOUTH ALONG THE WEST LINE OF THE EAST 1/2 OF SAID SECTION 1 TO A POINT OF THE SOUTHERLY LINE OF BROADWAY (FORMER HIGHWAY 415) SAID POINT ALSO BEING ON THE EASTERLY CORPORATE LIMIT LINE OF POLK CITY; THENCE NORTHWESTERLY ALONG THE SAID SOUTHERLY LINE OF BROADWAY TO A POINT ON THE SOUTHEASTERLY LINE OF DES MOINES' ADDITION TO POLK CITY; THENCE SOUTHWESTERLY ALONG THE SAID SOUTHEASTERLY LINE TO THE SOUTHERLY CORNER OF SAID DES MOINES ADDITION; THENCE NORTHWESTERLY ALONG THE SOUTHWESTERLY LINE OF SAID DES MOINES ADDITION; THENCE NORTHWESTERLY ALONG THE SOUTHWESTERLY LINE OF SAID DES MOINES ADDITION AND THE PROJECTION THEREOF AND ALONG THE SOUTHWESTERLY LINE OF SCOTT'S PARK PLAZA PLAT 1, BEING AN OFFICIAL PLAT, TO A POINT ON THE CENTERLINE OF THIRD STREET; THENCE SOUTHWESTERLY AND SOUTHERLY ALONG THE SAID CENTERLINE OF THIRD STREET TO A POINT ON THE CENTERLINE OF DAVIS STREET; THENCE WEST ALONG THE SAID CENTERLINE OF DAVIS STREET TO A POINT ON THE WEST LINE OF ROOSEVELT STREET; THENCE NORTHERLY ALONG THE SAID WEST LINE OF ROOSEVELT STREET TO THE SOUTHEAST CORNER OF LOT 23, LAKEVIEW ACRES PLAT 1, AN OFFICIAL PLAT; THENCE NORTHWESTERLY TO THE SOUTHWEST CORNER OF SAID LOT 23; THENCE NORTH TO THE NORTHWEST CORNER OF LOT 22 SAID LAKEVIEW ACRES PLAT 1; THENCE WEST TO THE SOUTHWEST CORNER OF LOT 20 SAID LAKEVIEW ACRES PLAT 1; THENCE NORTHWESTERLY TO THE SOUTHWESTERLY CORNER OF LOT 16 SAID LAKEVIEW ACRES PLAT 1; THENCE NORTHWESTERLY TO THE SOUTHWEST CORNER OF LOT 37 LAKEVIEW ACRES PLAT 2, AN OFFICIAL PLAT; THENCE WEST TO

THE SOUTHWEST CORNER OF SAID LAKEVIEW ACRES PLAT 2; THENCE NORTH TO THE NORTHWEST CORNER OF SAID LAKEVIEW ACRES PLAT 2; THENCE EAST TO THE SOUTHWEST CORNER OF FOREST HEIGHTS PLAT 4, AN OFFICIAL PLAT; THENCE NORTH TO THE SOUTHEAST CORNER OF LOT 27 SAID FOREST HEIGHTS PLAT 4; THENCE WEST TO THE SOUTHWEST CORNER OF LOT 23 SAID FOREST HEIGHTS PLAT 4; THENCE NORTH ALONG THE WEST LINE OF SAID FOREST HEIGHTS PLAT 4 TO A POINT BEGINNING 825.00 FEET SOUTH OF THE NORTH LINE OF SECTION 2, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE WEST 1,690.00 FEET TO A POINT ON THE WESTERLY CORPORATE LIMIT LINE OF POLK CITY, IOWA; THENCE IN A GENERALLY SOUTHERLY EASTERLY NORTHERLY AND WESTERLY DIRECTION ALONG THE SAID CORPORATE LIMIT LINE TO THE POINT OF BEGINNING.

THE ABOVE DESCRIPTION REFERS TO THE "CORPORATE LIMIT LINE OF POLK CITY". THESE CALLS ARE TO THE CORPORATE LIMIT LINE AS IT EXISTED ON JUNE 10, 1991 AT THE TIME THE POLK CITY URBAN RENEWAL AREA PLAN II WAS ORIGINALLY ADOPTED. SINCE THAT TIME THE CORPORATE LIMIT LINE OF POLK CITY WAS AMENDED BY RESOLUTION NO. 2009-08 ADOPTED BY CITY COUNCIL ON FEBRUARY 9, 2009 AND BY RESOLUTION NO. 2009-78 ADOPTED BY CITY COUNCIL ON NOVEMBER 23, 2009.

A copy of the Amendment is on file for public inspection in the office of the City Clerk, City Hall, City of Polk City, Iowa.

The City of Polk City, State of Iowa is the local public agency which, if such Amendment is approved, shall undertake the urban renewal activities described in such Amendment.

The general scope of the urban renewal activities under consideration in the Amendment is to promote the growth and retention of qualified industries and businesses in the Urban Renewal Area through various public purpose and special financing activities outlined in the Amendment. To accomplish the objectives of the Amendment, and to encourage the further economic development of the Urban Renewal Area, the Amendment provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A of the Code of Iowa. The Amendment initially proposes no specific public infrastructure or site improvements to be undertaken by the City, and provides that the Amendment may be amended from time to time.

The proposed Amendment No. 2 would add and/or confirm the list of proposed projects to be undertaken within the Urban Renewal Area. The proposed Amendment adds no new land. Other provisions of the Plan not affected by the Amendment would remain in full force and effect.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Polk City, State of Iowa, as provided by Section 403.5 of the Code of Iowa.

Dated this _____ day of _____, 2015.

City Clerk, City of Polk City, State of Iowa

(End of Notice)

Section 5. That the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan, attached hereto as Exhibit 1, for the proposed Urban Renewal Area described therein is hereby officially declared to be the proposed Amendment No. 2 to the Polk City Area II Urban Renewal Plan referred to in the notices for purposes of such consultation and hearing and that a copy of the Amendment shall be placed on file in the office of the City Clerk.

PASSED AND APPROVED this 27th day of April, 2015.

Mayor

ATTEST:

City Clerk

Label the Amendment as Exhibit 1 (with all exhibits) and attach it to this Resolution.

ATTACH THE AMENDMENT
LABELED AS EXHIBIT 1 HERE

AMENDMENT NO. 2

TO

AREA II URBAN RENEWAL PLAN

CITY OF POLK CITY, IOWA

Original Area– 1991
Amendment No. 1 – 2012
Amendment No. 2 – 2015

AMENDMENT NO. 2
to
AREA II URBAN RENEWAL PLAN
CITY OF POLK CITY, IOWA

INTRODUCTION

The Polk City Area II Urban Renewal Plan ("Plan" or "Urban Renewal Plan") for the Area II Urban Renewal Area ("Area" or "Urban Renewal Area"), adopted in 1991 and amended in 2012 (Amendment No. 1), is being further amended to add and/or confirm the list of proposed projects to be undertaken within the Urban Renewal Area by this Amendment No. 2 ("Amendment No. 2" or "Amendment"). No land is being added to the Area by this Amendment.

The material changes by this Amendment include the following:

1. Addition of Proposed Eligible Urban Renewal Projects (Amendment No. 2). See Pages 3-4.
2. Updating Financial Data. See Page 4.

Except as modified by this Amendment, the provisions of the original Area II Urban Renewal Plan are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment shall control. Any subsections not mentioned in this Amendment shall continue to apply to the Plan.

AREA DESIGNATION

The Area originally was designated as appropriate for promotion of economic development (commercial and industrial). The Area continues to be appropriate for promotion of economic development (commercial and industrial).

BASE VALUE

The original Urban Renewal Area has a frozen base value that has already been established and that is not being changed by this Amendment.

DESCRIPTION OF AREA

No land is being added by this Amendment.

DEVELOPMENT PLAN/ZONING

The City of Polk City has a general plan for the physical development of the City as a whole outlined in the City’s Comprehensive Plan adopted in December 2002 and last updated December 11, 2006. The goals and objectives of this Urban Renewal Plan, including the urban renewal projects, are in conformity with the City’s Comprehensive Plan.

Any urban renewal projects related to the need for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area are set forth in this Plan, as amended. As the Area develops, the need for public infrastructure extensions and upgrades will be evaluated and planned for by the City.

PLAN OBJECTIVES

No changes are made to the plan objectives by this Amendment.

TYPES OF RENEWAL ACTIVITIES

No changes are made to the types of renewal activities by this Amendment.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the Code of Iowa in furtherance of the objectives of this Urban Renewal Plan.

PREVIOUSLY APPROVED URBAN RENEWAL PROJECTS

Urban renewal projects were authorized prior to the date of this Amendment; and are continuing. Such projects are not listed in this Amendment but consist of a variety of urban renewal projects.

ELIGIBLE URBAN RENEWAL PROJECT(S) (Amendment No. 2)

Although certain project activities may occur over a period of years, in addition to the projects previously proposed in the Area II Urban Renewal Plan, as previously amended, the Eligible Urban Renewal Projects under this Amendment include:

1. Public Improvements

Urban Renewal Project Description	Estimated Time Period	Estimated Cost to be reimbursed by tax increment	Rationale (why economic development [or blight remediation] is promoted)
-----------------------------------	-----------------------	--	--

Final 4/23/15

		financing	
None at this time			
Total		NA	

2. Tax Rebate or other Development Agreements

A. The City is anticipating entering into a development agreement with Bridge Pointe L.L.C. (or an affiliated entity) on property within the urban renewal area for the development of a commercial, retail or office building of approximately 11,400 square feet. The project is expected to increase the assessed value of the property (land and building) to approximately \$1,783,800 and to generate employment. Subject to approval of a development agreement, the City is expected to provide incentives in the nature of grants of rebates of the incremental property taxes generated under Iowa Code Section 403.19 for up to fifteen years or a maximum of \$771,886 (range of \$700,000-\$800,000). The terms and conditions of the incentives described above are subject to approval of a final agreement by all parties.

B. *Development Agreements:* The City expects to consider requests for Development Agreements for other projects that are consistent with this Plan, in the City's sole discretion. Such Agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, including but not limited to land, loans, grants, tax rebates, infrastructure assistance and other incentives. The costs of such Development Agreements will not exceed \$1,000,000 to \$5,000,000.

C. *Additional Development Agreements and/or Projects:*

Project/Development Agreements	Estimated Time Period	Estimated Cost to be reimbursed by tax increment financing	Rationale (why economic development is promoted)
None at this time.			
Total		NA	

3. Planning, engineering fees (for urban renewal plans), attorney fees, other related costs to support urban renewal projects and planning

Project	Date	Estimated cost
Fees and costs	Undetermined	Not to exceed \$25,000

FINANCIAL DATA

1.	July 1, 2014 constitutional debt limit:	\$15,321,499
2.	Current outstanding general obligation debt:	\$ 1,725,000
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects (Amendment No. 2) has not yet been determined. This document is for planning purposes only. The estimated project costs in this Amendment are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects as described above will be approximately as stated in the next column:	\$1,725,000 to \$5,825,000 This total does not include any required financing costs related to debt issuance, which will be incurred over the life of the Area.

URBAN RENEWAL FINANCING

The City of Polk City intends to utilize various financing tools such as those described below to successfully undertake the proposed urban renewal actions. The City of Polk City has the statutory authority to use a variety of tools to finance physical improvements within the Areas. These include:

A. Tax Increment Financing

Under Section 403.19 of the Iowa Code, urban renewal areas may utilize the tax increment financing mechanism to finance the costs of public improvements associated with redevelopment projects. Upon creation of a tax increment district within the Area, by ordinance, the assessment base is frozen and the amount of tax revenue available from taxes paid on the difference between the frozen base and the increased value, if any, is segregated into a separate fund for the use by the City to pay costs of the eligible urban renewal projects. Certain increased

taxes generated by any new development, above the base value, are distributed to the taxing entities, if not requested by the City.

B. General Obligation Bonds

Under Division III of Chapter 384 and Chapter 403 of the Iowa Code, the City has the authority to issue and sell general obligation bonds for specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Area. Such bonds are payable from the levy of unlimited ad valorem taxes on all the taxable property within the City of Polk City. It may be the City will elect to abate some or all of the debt service on these bonds with incremental taxes from this Area.

The City may also determine to use tax increment financing to provide incentives such as cash grants, loans, tax rebates or other incentives to developers in connection with urban renewal projects for commercial or industrial development. In addition, the City may determine to issue general obligation bonds, tax increment revenue bonds or such other obligations, or loan agreements for the purpose of making loans or grants of public funds to private businesses located in the Area for urban renewal projects. Alternatively, the City may determine to use available funds for making such loans or grants for urban renewal projects. In any event, the City may determine to use tax increment financing to reimburse the City for any obligations or advances.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the Code of Iowa in furtherance of the objectives of this Urban Renewal Plan.

PROPERTY ACQUISITION/DISPOSITION

Notwithstanding prior plan provisions, the City will follow any and all applicable requirements for the acquisition and disposition of property upon terms and conditions in the discretion of the City Council.

Notwithstanding prior plan provisions, the City will enter into development agreements and other agreements with developers upon terms and conditions in the discretion of the City Council.

RELOCATION

The City does not expect there to be any relocation required as part of the eligible urban renewal projects; however, if any relocation is necessary, the City will follow all applicable relocation requirements.

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URBAN RENEWAL PLAN AMENDMENTS

The Urban Renewal Plan may be amended from time to time for a variety of reasons, including but not limited to, change in the area, to add or change land use controls and regulations, to modify goals or types of renewal activities, to add or change urban renewal projects, or to amend property acquisition and disposition provisions. The City Council may amend the Plan in accordance with applicable state law.

EFFECTIVE PERIOD

The Amendment No. 2 to the Area II Urban Renewal Plan will become effective upon its adoption by the City Council. Notwithstanding anything to the contrary in the Urban Renewal Plan, any prior amendment, resolution, or document the Urban Renewal Plan shall remain in effect until terminated by the City Council, and the use of incremental property tax revenues, or the "division of revenue," as those words are used in Chapter 403 of the Code of Iowa, will be consistent with Chapter 403 of the Iowa Code. The division of revenues shall continue on the Area, including all Amendment Areas, for the maximum period allowed by law.

REPEALER AND SEVERABILITY CLAUSE

Any parts of the previous Plan, as previously amended, in conflict with this Amendment are hereby repealed.

If any part of the Amendment is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the previously adopted Plan as a whole or the previous amendments to the Plan, or any part of the Plan not determined to be invalid or unconstitutional.

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CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF POLK)

I, the undersigned City Clerk of the City of Polk City, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of public hearing and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2015.

City Clerk, City of Polk City, State of Iowa

(SEAL)

ISSUE: APPROVAL OF OLD BUSINESS

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

BACKGROUND:

- a) Further Development and Discussion of the Request by Ben Nissin for the Second Driveway Approach at 1203 W. Broadway.

RECOMMENDATION:

Approve the old business items of April 27, 2015.

STAFF CONTACT:

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

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.

RECOMMENDATION:

None.

STAFF CONTACT:

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

ISSUE: CITY STAFF REPORT

INFORMATIONAL:

BACKGROUND:

Reports for City Staff:

- 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

RECOMMENDATION:

None.

STAFF CONTACT:

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

Memo

Date: 4/23/2015

To: Mayor, Council and Administrator

From: Mike Schulte

R.E. North Drive Street Repair

At the very end of North Drive four panels of street are in bad shape and in need of replacement. The four panels, as you can see from the attached picture, have settled cracked and separated. This repair was low on our list to repair because it was at a dead end and didn't affect any homeowner. The situation has changed and the house that was built at the end of North Drive needs to connect to the street with their driveway and can't because of the street settlement. The homeowner was given a one year waiver to pave the driveway because they filled in a ditch under the driveway and wanted it to settle before paving it. Now that waiver is up and we found this situation.

Further, the road panels have settled below the storm drain which causes water to stand in the roadway. This repair will fix that problem.

The cost of the repair will be \$12,000. The contractor will remove the old pavement, haul it away, and replace the concrete.

In my opinion we need to make this repair so we don't hold up the home owners from completing their project. The funds would come from the Road Use Budget for repairs.

I would recommend to council that we approve the quote from Caligiuri Concrete in the amount of \$12,000 to complete the North Drive street repairs.

Thanks!

Mike



