

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, May 11, 2015
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on May 11, 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., May 8, 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:

Dave Dvorak | Mayor Pro Tem
Robert Mordini | City Council Member
Dan Lane | City Council Member
Ron Anderson | City Council Member

City Council Members Absent:

Jason Morse | Mayor
Robert Sarchet | City Council Member

Staff Members Present:

Gary Mahannah | City Administrator
Jenny Gibbons | Deputy City Clerk
Mike Schulte | Public Works Director
Jake Schreier | Technology Director
Lindsey Huber | City Finance Officer
Mark Bowersox | Police Chief
Amy Beattie | City Attorney
Kathleen Connor | City Engineering Representative

1. **Call to Order** / Mayor Pro Tem David Dvorak called the meeting to order at 6:30 p.m.

2. **Roll Call** / Mayor Pro Tem Dvorak, Mordini, Lane, Anderson | In attendance
Mayor Morse, Sarchet | Absent

3. **Approval of Agenda**

MOTION: A motion was made by Anderson and seconded by Mordini 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 Mordini and seconded by Dvorak to approve the consent agenda items.

1. Consider motion to approve the City Council Meeting Minutes for April 27, 2015, with corrections.
2. Consider motion to approve the May 11, 2015, Claims Statement.
3. Consider motion to receipt and file the Parks Commission Meeting Minutes for May 4, 2015.
4. Consider motion to approve the Polk City Development Corporation and the Polk City Chamber of Commerce request of the use of the Town Square on July 16-17-18, 2015. Temporary Site Plan for the Four Seasons Festival and requested in the amount of \$6000.
5. Consider motion to approve of Summer Recreation Art Teacher Missy Rhoads at \$10.00 per hr.
6. Consider motion to approve Sign Purchase and Removal of Selected Trees at Doc Simmer Memorial Park,
7. Consider motion to approve Opening Ceremony for the Central Iowa Little League State Softball Tournament in Polk City, City Square on July 10, 2015
8. Consider motion to approve Pony Express Riders of Iowa to conduct a roadblock at the 4 way stop signs with volunteers from either 8-12 noon or 9-1 pm on Saturday, May 23, 2015.
9. Consider approval of Brandon Simpsons Resignation of the Polk City Fire Department, effective May 1, 2015.
10. Informational: Fire Department Reports.
11. Informational: Police Department Reports.
12. Informational: Public Works Report

MOTION CARRIED UNANIMOUSLY

6. **New Business**

- I. Mayor Pro Tem Dvorak opened Public Hearing on the Vacating the Public Right-of-Way on Davis Street. Deputy City Clerk reported the notice was published May 1, 2015 and no written comments for or against the amendment had been received to date.

No oral comments were received at the hearing. City Administrator Mahannah discussed Right-of-Way location on Davis Street as part of Parker Townhomes II

MOTION: A motion was made by Anderson and seconded by Mordini to close the Public Hearing on the Vacating the Public Right-of-Way on Davis Street as part of the Parker Townhomes II

MOTION CARRIED UNANIMOUSLY

2. **MOTION :** A motion was made by Dvorak and seconded by Lane to approve 1st reading of Ordinance 2015-500 Vacating the Public Right-of-Way on Davis Street
MOTION CARRIED UNANIMOUSLY
 - a. **MOTION :** A motion was made by Mordini and seconded by Lane to approve waiving the 2nd and 3rd reading
MOTION CARRIED UNANIMOUSLY
3. **MOTION :** A motion was made by Mordini and seconded by Lane to approve Resolution 2015-30 Parker Townhomes II, three Easements; detention pond, 2 buffers at Davis/Roosevelt and Southside of property by garages, water main hydrant
MOTION CARRIED UNANIMOUSLY
4. **MOTION :** A motion was made by Mordini and seconded by Dvorak to approve the Public Water Main Construction Drawings for Parker Townhomes II Site Plan
MOTION CARRIED UNANIMOUSLY
5. **MOTION :** A motion was made by Anderson and seconded by Mordini to approve Resolution 2015-31 to set the date of Public Hearing for Fiscal Year 2014/2015 Budget Amendment for May 26, 2015, 6:30 p.m.
MOTION CARRIED UNANIMOUSLY
6. City Administrator Mahannah discussed the City Staff's review of the proposal received from North Polk Schools plus two other alternatives for Summer Recreation Transportation. After do diligence, City Staff determined that North Polk Community School District was the City's best cost option.
MOTION : A motion was made by Lane and seconded by Dvorak to approve the agreement between the North Polk Community School District for Summer Recreation Transportation
MOTION CARRIED UNANIMOUSLY
7. **MOTION :** A motion was made by Mordini and seconded by Anderson to approve the Request for Proposals to preform agreed upon procedures to satisfy the annual examination (audit) requirements of section 11.6 of the code of iowa for the Fiscal Year 2014/2015 ending June 30, 2015
MOTION CARRIED UNANIMOUSLY

8. **MOTION** : A motion was made by Lane seconded by Dvorak to approve Resolution 2015-32 to set the date of Public Hearing for a Proposed Tax Increment Financing Agreement and Minimum Assessment Agreement with Polk City Bridge Point LLC for May 26, 2015, 6:30 p.m.

MOTION CARRIED UNANIMOUSLY

9. **MOTION** : A motion was made by Mordini and seconded by Lane to approve the North Drive Street Repair in the amount of \$12,000 to remove old pavement, haul away, and replace concrete

MOTION CARRIED UNANIMOUSLY

10. **MOTION** : A motion was made by Lane and seconded by Dvorak to approve Resolution 2015-33 with correction substituting the contract amount of \$986,076.80 in the Resolution and approving the first Payment Application of \$117,910.57 for the Washington Ave and Booth Street Reconstruction Project

MOTION CARRIED UNANIMOUSLY

7. **Old Business**

1. **MOTION** : A motion was made by Lane and seconded by Mordini to approve Ordinance No 2015-400, 2nd 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

8. **Mayor Pro Tem Report**

1. **MOTION** : A motion was made by Lane and seconded by Mordini to set Finance Committee Meeting for Tuesday, May 26, 2015 at 5:00 p.m.

MOTION CARRIED UNANIMOUSLY

9. **Council Report**

Discussion by Council regarding pictures at concession stand at sports complex of proposed Recreation Improvements, seems to be increased interested. Council would like monthly updates from Parks Commission and Polk City Development Corp

10. **Council Discussion**

No discussion items

11. **City Administrator Report**

Discussion by City Administrator on Iowa DOT plans of improvements on HWY 415. Meeting scheduled with Polk County Board of Supervisors, Iowa DOT, Des Moines Area MPO, U.S. Corps of Engineers and City of Polk City on May 20, 2015. City Administrator will update City Council next meeting

12. City Report

Discussion by Public Works Director regarding Mowing Ordinance in effect for the season. 3 notices sent May 5, 2015, only one complied and two were mowed by the City. 5 more notices sent Monday May 11, 2015

13. Next Meeting Date – Tuesday, May 26, 2015.

14. Adjournment – 7:03 p.m.

Jenny Gibbons – Deputy City Clerk