

Minutes of the Regular Meeting of the Honorable Mayor and City Council of the City of Polk City, held in the Council Chambers, 112 Third Street | on Monday, April 27, 2015.

Before the meeting, staff emailed agenda packets to the Mayor and City Council, and posted the agenda, at the City Hall Office. In addition to these published tentative minutes, there also may be additional meeting notes on file with the Polk City staff that are public record 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, Mordini, Sarchet, Dvorak, Lane, Anderson

3. Approval of Agenda with Corrections

MOTION & SECOND:

A motion was made by Sarchet and seconded by Dvorak to approve the agenda.

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

MOTION CARRIED UNANIMOUSLY

4. Audience Items | No discussion on item 4.

5. Consent Agenda Items

MOTION & SECOND:

A motion was made by Dvorak and seconded by Anderson to approve the April 27, 2015, consent agenda items.

a) Approval of the City Council Meeting Minutes for April 13, 2015.

b) Approval of the April 27, 2015, Claims Statement.

c) Approval the Financial Statement for March.

d) Receipt and File of the Library Board Meeting Minutes for March 10, 2015.

e) Receipt and File of the Planning and Zoning Commission Meeting Minutes for April 20, 2015
(Voted on separately).

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 Emery \$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.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- e) **Receipt and File of the Planning and Zoning Commission Meeting Minutes for April 20, 2015.**
Also reflecting the 5-2 Vote for the Plan Unit Development (PUD) Master Plan Amendment.

MOTION & SECOND:

A motion was made by Anderson and seconded by Lane to approve the Receipt and File of the Planning and Zoning Commission Meeting Minutes for April 20, 2015 agenda items.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

6. *New Business*

- a) The Mayor declared it was time to close the regular meeting at 6:30 and open the Public Hearing on Parker Townhomes II at 825 Parker Blvd | Polk City for the Plan Unit Development (PUD) Master Plan Amendment. The Mayor asked the City Clerk if the Public Hearing Notice had been published, it was on April 17, 2015. The Mayor asked the City Clerk if any written comments were received for or against the PUD, none were. Wally Pelds, President of A. Leo Pelds Engineering Company spoke on behalf of Bruce Lefkow and the Parker Townhome II Development; followed by comments from Kathleen Connor, Polk City Engineer Representative, City Administrator, and City Council.

MOTION & SECOND:

A motion was made by Lane and seconded by Dvorak Public Hearing April 27, 2015 at 6:36 pm to close the Public Hearing and to reopen the regular meeting.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- b) ***MOTION:*** A motion was made by Lane and seconded by Sarchet to approve the Resolution 2015-24 Approval of Amended Planned Unit Development (PUD) Master Plan for Parker Townhomes II (originally part of Lakeside Development Plan-Phase 1).

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- c) ***MOTION:*** A motion was made by Lane and seconded by Sarchet to approve the Resolution 2015-25 approving the Site Plan for Parker Townhomes II.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- d) **MOTION:** A motion was made by Lane and seconded by Anderson to approve Resolution 2015-26 Approval to Setting the Date of Public Hearing on the Vacating the Public Right-of-Way on Davis Street.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- e) **Park City Board/Tree City USA Presentation** – Given by Ken Morse. Recognizing Polk City for 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. In addition, Phil Jensen received the 2015 Iowa Urban Forestry Outstanding Volunteer Award from the Iowa Urban Tree Council. The City of Polk City thanked Phillip, for all of his years of dedicated service, and congratulate him on receiving the 2015, Iowa Urban Forestry Outstanding Volunteer Award.

- f) **MOTION:** A motion was made by Mordini and seconded by Lane to approve Resolution 2015-27 Approval of Site Plan for Lakeside Fellowship.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- g) **MOTION:** A motion was made by Sarchet and seconded by Lane to approve Resolution 2015-29 Approval of Calling the Special Election for the General Obligation Bonds (GOB); pending the change in language to reflect

“Shall The City of Polk City Issue its Bond 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 renovation of the Existing Sports Complex and the Acquisition of any Real Property required for those Purposes.”

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- h) **MOTION:** A motion was made by Lane and seconded by Sarchet to approve 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.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

- i) **MOTION:** A motion was made by Lane and seconded by Dvorak to approve 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.

MOTION CARRIED UNANIMOUSLY

Ayes: Mordini, Sarchet, Dvorak, Lane, Anderson

Noes: None

7. Old Business

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

At this time, Ben Nissin has requested 30 days to complete his documentation and will come before the Planning and Zoning Commission in May 2015. Upon the recommendation from P&Z it will then come before the City Council to vote upon.

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 – May 11, 2015.

14. Adjournment – 7:53 p.m.

Jennifer Ratcliff – City Clerk

Jason Morse, Mayor