

Notice of Meeting
Polk City | City Council

January 11, 2015 | 6:30 pm
City Hall | Council Chambers
Broadcast Live on You Tube www.polkcityia.gov

Tentative Meeting Agenda

Jason Morse | Mayor

Ron Anderson | Pro Tem

City Council Members: Robert Mordini | Robert Sarchet | Dan Lane | David Dvorak

1. Call to Order * Video Streaming announcement *
2. Roll Call
3. Approval of Agenda
4. Public Comments: This is the time and place for comments for any item other than those that are a Public Hearing. If you wish to speak, please come to the podium and state your name and address for the record. You are requested to keep your comments to five minutes.
5. Consent Items

Action Items

1. Consider motion to approve the City Council Meeting Minutes for December 14, 2015
2. Consider motion to receipt and file the Parks Commission Minutes for January 4, 2016
3. Consider motion to approve the December 28, 2015 Claims
4. Consider motion to approve the January 11, 2016 Claims
5. Consider motion to approve the November 2015 Finance Report
6. Consider motion to approve Arts Council recommendation to use \$400 of budget for a website
7. Consider motion to receipt and file Fourth Quarter Polk City Development Corporation (PCDC) December 2015 Financial Reports
8. Consider motion to receipt and file Fourth Quarter PCDC December 2015 Four Season Festival Reports
9. Consider motion to approve Resolution 2016-1 appointing Emergency Management Commission Representatives for 2016
10. Consider motion to approve Resolution 2016-2 appointing E911 Service Board Members for 2016
11. Consider motion to approve the following Appointments:
 - a. Doug Sires, Planning & Zoning (P&Z), term ending 12/31/2020
 - b. Corey Hoodjer, Library Board, term ending 12/31/2021
 - c. Dixie Bequeaith, Board of Adjustment (BOA), term ending 12/31/2020
 - d. Suzanne Wille, Arts Council, term ending 12/31/2020
 - e. Deanna Triplett, Planning & Zoning (P&Z), term ending 12/31/2020
 - f. David Hiatt, Parks Commission, term ending 12/31/2020
 - g. Mandy Vogel, Library Board, term ending 12/31/2021
12. Consider motion to acknowledge, recognize and appreciate past work on Committee and Boards
 - a. Collette Heuertz, Arts Council, term ending 12/31/2015
 - b. Barb Pothast, Arts Council, term ending 12/31/2015
13. Consider motion to advertise and fill two (2) volunteer positions on the Arts Council, term ending 12/31/2020
14. Consider motion to advertise and fill one (1) currently vacant volunteer position on the Historic Preservation Commission, term ending 12/31/2018
15. Consider motion to approve May 14, 2016 as Polk City Clean-Up Day
16. Consider motion to approve the Water Connection Agreement with Quick Supply

17. Consider motion to receipt and file the December 7, 2015 Library Meeting Minutes
18. Consider motion to receipt and file the December 2015 Library Stat Report
19. Consider motion to receipt and file the December 2015 Water Department Report
20. Consider motion to receipt and file the December and Year End 2015 Fire Department Stats
21. Consider motion to approve the following Fire Department Officers Appointments
 - a. Adam Vander Leest, Assistant Chief, Operations
 - b. Tim Cory, Deputy Chief, Equipment & Facilities
 - c. Jeff Feller, Deputy Chief, Training & Education
 - d. Mike Bernard, Captain, Training & Education
 - e. Jason Cutsforth, Fire Marshal
 - f. Brian Hanson, Lieutenant, Apparatus
 - g. Tyler Rommel, Lieutenant, EMS
 - h. Craig VerHuel, Lieutenant, Fire Prevention
 - i. David Bush, Lieutenant, Operations
22. Consider motion to approve Firefighter Nate Reis to Grade 4, Step 2, \$12.39 per hour for receiving EMT Certification and completing his clearance
23. Consider motion to approve Firefighter David Bush to Grade 6, Step 2, \$15.45 per hour for promotion to Lieutenant
24. Consider motion to approve placement of Chris Weishaar to an administrative only position
25. Consider motion to receipt and file the Police Department year end activity report
26. Consider motion to approve hiring Joel Hall, classified as a part-time on-call employee at grade scale 9, step 5, or \$23.03 per hour

6. New Business

Action Items

1. Consider motion to approve Ordinance No. 2016-100 amending Chapter 92, Water Rates, Section 92.04, Billing for Water Service, 4. Shut off Notices & 5. Handling fee of any dishonored payment; and Section 92.05, Service Discontinued, 4. Fees
2. Consider motion to approve Ordinance No. 2016-200 amending Chapter 69, Parking Regulations, Section 69.11, Winter Parking
3. Consider motion to approve Ordinance No. 2016-300 amending Chapter 70, Traffic Code Enforcement Procedures, Section 70.03, Parking Violations: Alternate
4. Consider motion to approve Ordinance No. 2016-400 amending Chapter 135, Street Use and Maintenance, Section 135.13, Fines for Debris or Dumping of Snow onto a street or alley
5. Consider motion to approve Ordinance No. 2016-500 amending Chapter 22, Planning and Zoning Commission, Section 22.06, Absenteeism
6. Consider motion to approve Ordinance No. 2016-600 amending Chapter 23, Parks Commission, Section 23.08, Absenteeism
7. Consider motion to approve Ordinance No. 2016-700 amending Chapter 24, Historic Preservation Commission, Section 24.05, Absenteeism
8. Consider motion to approve Ordinance No. 2016-800 amending Chapter 26, City Tree Board, Section 26.05, Absenteeism
9. Consider motion to approve Ordinance No. 2016-900 amending Chapter 27, Arts Council, Section 27.07, Absenteeism
10. Consider motion to approve Ordinance No. 2016-1000 amending Chapter 21, Library Board of Trustees, Section 21.13, Absenteeism

7. Mayor's Report

8. Council Report

1. Dan Lane
2. Ron Anderson
3. Robert Mordini

4. Robert Sarchet
5. David Dvorak
9. Council Discussion | Traffic report for Washington and Booth
10. City Administrator's Report
11. City Staff Reports
 1. Attorney's Report
 2. Engineer's Report
 3. Public Works Department Report
 4. Technology and Innovation Report
 5. Finance Report
 6. Fire Department Report | Pinning and Swearing in Ceremony will be on Saturday, January 16, 2016 at 10:00am
 7. Police Department Report
 8. Library Report
 9. Citizen Liaison Report
12. Adjourn until January 25, 2016

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, December 14, 2015
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on December 14, 2015. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

Mayor and City Council Members Present:

Jason Morse | Mayor
Rob Mordini | City Council Member
Robert Sarchet | City Council Member
Dan Lane | City Council Member
Ron Anderson | City Council Member

Mayor and City Council Members Absent:

Dave Dvorak | Pro Tem

Citizen Liaison Absent:

Ken Thornton | Citizen Liaison

Staff Members Present:

Gary Mahannah | City Administrator
Jenny Gibbons | City Clerk
Lindsey Huber | City Finance Director
Amy Beattie | City Attorney
Roger Sanders | Interim Police Chief
Jake Schreier | Technology & Innovation Director
Mike Schulte | Public Works Director
Dan Gubbins | Fire Chief
Kathleen Connor | City Engineering Representative

Staff Members Absent:

Kim Kellogg | Library Director

1. **Call to Order** / Mayor Jason Morse called the meeting to order at 6:30 p.m.
2. **Roll Call** / Mordini, Sarchet, Lane, Anderson | In attendance
Pro Tem Dvorak | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Anderson and seconded by Lane to amend the agenda as follows:
6.11. Consider motion to receipt and file the November 10, 2015 Library Board Meeting Minutes
7.3A. Consider motion to approve establishing and hiring part time Officers for the Police Department
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** / None
5. **Council Swear In Ceremony** / The Oath of Office was administered to Rob Sarchet and Ron Anderson by Mayor Morse
6. **Consent Agenda Items**
MOTION: A motion was made by Mordini and seconded by Sarchet to approve the consent agenda items.
 1. Consider motion to approve the City Council Meeting Minutes for November 23, 2015
 2. Consider motion to approve the City Council Workshop Meeting Minutes for November 23, 2015
 3. Consider motion to approve the December 14, 2015 Claims
 4. Consider motion to receipt and file the November 2015 Monthly Water Report
 5. Consider motion to appoint City Staff, Titles, Responsibilities and Terms
 6. Consider motion to approve Resolution 2015-89 changing a street name in Lost Lakes Plat 2
 7. Consider motion to approve Resolution 2015-88 appointing Metro Wastewater Reclamation Authority (WRA) Board Representatives for 2016
 8. Consider motion to approve Resolution 2015-90 appointing Metro Planning Organization (MPO) and MPO Transportation Technical Committee (TTC) Representatives for 2016
 9. Consider motion to approve Resolution 2015-91 appointing Metro Waste Authority Board of Directors Representatives for 2016
 10. Consider motion to approve updated 28E agreement for the Safety Coalition of Central Iowa Cities Shared Services Agreement

11. Consider motion to receipt and file the November 10, 2015 Library Board Meeting Minutes
12. Consider motion to receipt and file the November 2015 Library Stats report
13. Consider motion to receipt and file the November 2015 Police Stats report
14. Consider motion to receipt and file the November 2015 Fire Department Activity report
15. Consider motion to approve Resolution 2015-92 Snyder & Associates, Inc Engineering invoice for October services 2015 in the amount of \$22,930.65
16. Consider motion to approve Firefighter David Bush to Grade 6, Step 1, \$14.95 per hour due to receiving paramedic certification
17. Consider motion to accept part time Firefighter/EMT Randy Pecenka resignation from the Fire Department effective November 24, 2015
18. Consider motion to accept part time Firefighter/EMT Ross Budden resignation from the Fire Department effective December 2, 2015
19. Consider motion to accept paid on call Firefighter Adam Rasmussen resignation from the Fire Department effective December 8, 2015
20. Consider motion to approve hiring the following for paid on call positions as grade scale 3, step 1 or \$10.68 per hour:
 - Rusty Friedrickson
 - Ryan Bristle
 - Shaun Boots
 - Thomas Willardson
 - Kenneth Caldwell

MOTION CARRIED UNANIMOUSLY

7. New Business

1. Budget Amendment for FY 15/16
 - A. Public Hearing on amending the Budget for FY 15/16 was opened at 6:34 pm. Notice was published December 4, 2015, no comments were received by City Staff, nor was anyone in attendance to comment. ***MOTION:*** A motion was made by Sarchet and seconded by Anderson to close the Public Hearing at 6:36 pm. ***MOTION CARRIED UNANIMOUSLY***
 - B. ***MOTION:*** A motion was made by Mordini and seconded by Lane to approve Resolution 2015-87 Budget Amendment for FY 15/16
MOTION CARRIED UNANIMOUSLY
2. TCI Plat 6 Lift Station and Gravity Sewer project
 - A. ***MOTION:*** A motion was made by Mordini and seconded by Sarchet to approve Resolution 2015-93 approving plat of survey
MOTION CARRIED UNANIMOUSLY
 - B. ***MOTION:*** A motion was made by Sarchet and seconded by Lane to approve Resolution 2015-94 accepting public improvements, warranty deed, and easements
MOTION CARRIED UNANIMOUSLY
3. Police Department staffing
 - A. ***MOTION:*** A motion was made by Lane and seconded by Mordini to approve establishing and hiring part time Officers for the Police Department
MOTION CARRIED UNANIMOUSLY
 - B. ***MOTION:*** A motion was made by Sarchet and seconded by Lane to approve hiring Chris Clingar, classified as a part-time on-call employee at a grade and scale 9, step 5, or \$23.03
MOTION CARRIED UNANIMOUSLY
4. ***MOTION:*** A motion was made by Anderson and seconded by Sarchet to confirm Mayor Morse appointments of Matt Brick, Rob Mordini, Gary Mahannah, and Lindsey Huber to the City Negotiating Committee for Union negotiations
MOTION CARRIED UNANIMOUSLY
5. Snyder and Associates Engineering Proposal for Hwy 415
 - A. ***MOTION:*** A motion was made by Sarchet and seconded by Lane to approve Snyder and Associates work study proposal for \$6,000 for turn lane analysis on Hwy 415 at the Saylorville Marina and the Sand Piper Recreational area (McBride Drive)
MOTION CARRIED UNANIMOUSLY

B. **MOTION:** A motion was made by Anderson and seconded by Sarchet to approve Snyder and Associates work study proposal for \$7,000 for traffic signal warrant and intersection geometry review

MOTION CARRIED UNANIMOUSLY

6. **MOTION:** A motion was made by Anderson and seconded by Mordini to approve purchasing a Lucas CPT machine for the Fire Department's second ambulance, total city cost, \$6,817.29

MOTION CARRIED UNANIMOUSLY

8. **Mayor Report** | Mayor Morse thanked Public Works for the brilliant Square lighting along with the Chambers fairly large donation to help improve the project.

9. **Council Report**

1. Lane said the City looks the best it has for Christmas. Also discussed the Police Committee progress.
2. Anderson was sorry he missed the Square lighting but enjoyed the wow factor this year. Thanked Fire, Rescue and Police for their professionalism and promptness to his personal call last week, reported they had a 3 minute response time.
3. Mordini echoed the comments on the Square Christmas lighting
4. Sarchet also said the lights were neat, his 3 young girls really appreciated the event with the horse rides, Santa and balloons. He reported that the Local Option Sales Tax came up again at the last MAC meeting

10. **Council Discussion** | Speed limit signs are up on Washington and Booth

11. **City Administrator Report** | Gary Mahannah reported that MidAmerican notified Polk City that they will be adding a substation at 44/110th on the NE corner. HWY 415 construction will begin 2017. HomeServe will be available to residents January 2016. Department accomplishments for 2015 were included in the Mayor and Council packets.

12. **City Reports**

1. Public Works Director, Mike Schulte reported that the City Streets were swept last week, brush has been chipped and half of the pile was given to Big Creek State Park. Stolen tools are slowly being replaced.
2. Fire Chief, Dan Gubbins discussed North Polk High School request for Ambulance services for their special wrestling tournament this weekend.

13. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Lane to adjourn at 7:44 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, January 11, 2016

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, January 4, 2016
City Hall

Polk City, Parks Commission held a meeting at 6:00 p.m., on January 4, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

Parks Commission Members Present:

Sam Hill | Chair
Audrey Bell | Pro Tem
Andy Johnson | Parks Commission Member
David Hiatt | Parks Commission Member
Bob Fourez | Parks Commission Member
Kelley Haaland | Parks Commission Member
Josh Reed | Parks Commission Member

Staff Members Present:

Jenny Gibbons | City Clerk

Additional Attendees:

David Dvorak | City Council Liaison
Ken Morse | Tree Board Liaison

1. **Call to Order** / Pro Tem Bell called the meeting to order at 6:00 p.m.
2. **Roll Call** / Chair Hill, Bell, Johnson, Hiatt, Haaland, Fourez, Reed | In attendance
3. **Approval of Minutes**
MOTION: A motion was made by Reed and seconded by Fourez to approve the November 2, 2015 Meeting Minutes
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | No discussion
5. **New Business**
 - a. *MOTION:* A motion was made by Johnson and seconded by Reed to elect Audrey Bell as Chair for 2016
MOTION CARRIED UNANIMOUSLY
 - b. *MOTION:* A motion was made by Johnson and seconded by Hiatt to elect Josh Reed as Pro Tem for 2016
MOTION CARRIED UNANIMOUSLY
 - c. Commission discussed current Parks Budget line items
6. **Tree Board Liaison Report** / Ken Morse reported that Polk City has been approved for a MidAmerican Grant. The City has also been approved for Tree City USA. Morse has been working on pruning trees during the freeze is the best time, also has more furniture coming for the Westside Park. A quote has been requested from Kluver to treat the Town Square Ash trees.

7. **Council Liaison Report** | Dave Dvorak discussed Commission 5 year terms and options if members become over-extended with other obligations.
8. **Staff Report** / No report
9. **Public Works Report** | No report
10. **Commission Report** | No report
11. **Next Meeting Date** – February 1, 2016
12. **Adjournment** – 6:51 p.m.

Jenny Gibbons – City Clerk

CLAIMS REPORT

The City of Polk City

For **12/28/2015**

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
CAP PROJECT	POLK COUNTY PUBLIC WORKS	TRUNK SEWER JOINT PUBLIC SVC.	\$559,793.00
CH	MIDLAND POWER CO-OP	STREET LIGHTING	\$176.93
CH	CENTURY LINK	PHONE SERVICE	\$472.23
FD	CENTURY LINK	PHONE SERVICE	\$60.10
I.T.	WALMART COMMUNITY		\$27.76
I.T.	WOLF CREEK TECHNOLOGY, INC.	PROJECT INITIATION 151113-100A	\$1,000.00
LIB	ADVENTURE LIGHTING	SYLVANIA CF LAMPS	\$61.20
LIB	CENTURY LINK	PHONE SERVICE	\$251.70
LIB	KIMBERLY KNAPP	DOMAIN REGISTRATION	\$77.00
LIB	MICROMARKETING, LLC	BOOKS ON CD	\$136.96
LIB	GALE/CENGAGE LEARNING	LIBRARY BOOKS	\$99.41
LIB	IOWA LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL	\$80.00
PA	POLK COUNTY AUDITOR	CITY ELECTION	\$1,467.87
PARKS	JIM'S JOHNS	PORTABLE TOILET RENTAL	\$200.00
PARKS	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$33.32
PD	VAN METER & ASSOCIATES	FIRST LINE SUPERVISION	\$150.00
PD	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$822.71
PD	CENTURY LINK	PHONE SERVICE	\$56.73
PD	T-MOBILE	PHONE SERVICE	\$59.74
PD	MIDWEST OFFICE TECHNOLOGY	COPIER RENTAL	\$30.00
PD	IA DEPT OF TRANSPORTATION	VEHICLE INSPECTIONS	\$340.00
PD	DUSTIN G. BJORNSON	YOUTH PAYMENT	\$112.00
PD	WALMART COMMUNITY	SUPPLIES	\$462.08
PD	RADAR ROAD TEC	RADAR CERTIFICATIONS	\$210.00
PD	PUBLIC SAFETY CENTER INC	FINGERPRINT GEL LIFTING TAPE	\$88.17
PD	PC PRINT CENTER	OFFICE SUPPLIES	\$59.95
PD	WALMART COMMUNITY	KEURIG AND SUPPLIES	\$120.72
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$1,969.72
PW	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$843.90
PW	CENTURY LINK	PHONE SERVICE	\$84.15
PW	ARDICK EQUIPMENT CO.	SIGNS	\$144.00
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$389.43
PW	OVERHEAD DOOR CO OF DES MOINES	REPAIR WASH BAY DOOR	\$202.00
PW	TITAN MACHINERY	RADIATOR FOR PAYLOADER	\$1,847.83
PW	CENTURY LINK	PHONE SERVICE	\$296.32
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$45.18
PW	PC PRINT CENTER	OFFICE SUPPLIES	\$59.95
PW	MIDWEST OFFICE TECHNOLOGY	COPIER RENTAL	\$74.51
PW	G & L CLOTHING	WORK CLOTHING	\$143.96
PW	ELECTRICAL ENG & EQUIPMENT CO	ELECTRICAL SUPPLIES	\$435.51
PW	CITY OF DES MOINES	WRA	\$28,521.75
STREETS	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$4,471.55
STREETS	MIDLAND POWER CO-OP	STREET LIGHTING	\$181.80
TIF	FAREWAY	TIF PAYMENT	\$149,608.49
TIF	POLK CITY COMMERCIAL CENTER	TIF PAYMENT	\$6,925.51
TIF	POLK CITY DENTAL LLC	TIF PAYMENT	\$18,543.95
TIF	TWELVE OAKS, LLC	TIF PAYMENT	\$4,953.66
TOTAL			\$786,192.75

CAP PROJECT	\$559,793.00
CH	\$649.16
FD	\$60.10
I.T.	\$1,027.76
LIB	\$706.27
PA	\$1,467.87

PARKS	\$233.32
PD	\$2,512.10
PW	\$35,058.21
STREETS	\$4,653.35
TIF	\$180,031.61
TOTAL	<u>\$786,192.75</u>

CLAIMS REPORT

The City of Polk City

For 1/11/2016

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
ALL DEPT	STAPLES	SUPPLIES	\$333.12
ALL DEPT	FIRST BANKCARD	CITY CREDIT CARD	\$3,921.25
ALL DEPT	TRACTOR SUPPLY	SUPPLIES	\$230.19
BLDG	METRO WASTE AUTHORITY	CURB IT RECYCLING	\$3,765.86
BLDG	SAFE BUILDING COMP. & TECH	BUILDING INSPECTIONS	\$1,735.46
CH	REGISTER MEDIA	MEETING MINUTES	\$359.38
CH	ALLIANCE CONNECT	INTERNET CHARGES	\$89.97
CH	MEDIACOM	INTERNET SERVICE	\$54.95
CH	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$157.50
CH	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$603.64
CH	CENTURY LINK	PHONE SERVICE	\$27.10
CH	GREATER DES MOINES CONVENTION	HOTEL MOTEL TAX DISTRIBUTION	\$3,471.84
CH	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$100.00
CH	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$15.00
COUNCIL	DAN LANE	REIMBURSEMENT FOR MILEAGE	\$191.48
COUNCIL	PC PRINT CENTER	OFFICE SUPPLIES	\$59.95
FD	P & M APPAREL	WINTER DUTY APPAREL	\$1,267.00
FD	SANDRY FIRE SUPPLY L.L.C.	NAME BARS & BADGES	\$740.95
FD	I.A.A.I	MEMBERSHIP DUES	\$100.00
FD	POLK COUNTY FIRE CHIEFS	ANNUAL DUES	\$25.00
FD	MERCY COLLEGE OF HEALTH SCIENC	CPR CARDS	\$189.50
FD	STRAUSS SECURITY SOLUTIONS	BATHROOM DOOR LOCKS	\$1,234.00
FD	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$424.94
FD	CRAIG VERHUEL	REIMBURSEMENT-CHAINSAW REPAIR	\$2.82
FD	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$285.50
FD	RACOM	MONTHLY FEE	\$658.00
FD	CITY OF ANKENY	COQ 11/24/15	\$50.00
FD	EMERGENCY SERVICES MARK. CORP	IAMRESPONDING ANNUAL DUES	\$800.00
FD	M & M SALES COMPANY	COPIER RENTAL	\$27.50
FD	CITY OF GRANGER	REFUND	\$200.00
FD	DES MOINES VETERANS ADMIN	REFUND	\$10.86
FD	PROGRESSIVE	REFUND	\$919.72
FD	UNITED HEALTHCARE	REFUND	\$61.40
FD	WPS MEDICARE	REFUND	\$227.36
FD	FRASER TRANSPORTATION SERVICES	NOVEMBER BILLING	\$446.68
FD	440-PRAXAIR DISTR. INC.	OXYGEN	\$151.79
FD	BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$466.79
FD	STEVE NOACK	REIMBURSEMENT-PAGER BATTERIES	\$196.30
FD	PHYSIO-CONTROL	LUCAS 2 - CITY SHARE	\$6,817.29
FD	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$38.00
FD	VERIZON	DATA PLAN	\$323.58
LEGAL	BRICK LAW FIRM	LEGAL SERVICES	\$1,638.00
LIB	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$480.00
LIB	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$477.65
LIB	ALLIANCE CONNECT	INTERNET SERVICES	\$12.99
LIB	RICHARD TAYLOR	TECH SUPPORT	\$400.00
LIB	WRITE IT UPON THEIR HEARTS	PROGRAM PRESENTER	\$147.80
LIB	MICROMARKETING, LLC	BOOKS ON CD	\$300.43
LIB	RECORDED BOOKS LLC.	BOOKS ON CD	\$173.20
LIB	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$76.56
LIB	AMAZON	CREDIT CARD	\$2,329.35
PARKS	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$32.81
PARKS	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$52.50
PARKS	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$220.69
PD	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$72.00
PD	DEWEY FORD	VEHICLE REPAIRS & MAINTENANCE	\$419.95

PD	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$285.51
PD	SPRINT	PHONE/DATA SERVICES	\$385.22
PD	BRICK LAW FIRM	LEGAL SERVICES	\$1,110.00
PD	IA.LAW ENFORCEMENT ACADEMY	CHRIS CLINGAN - MMPI	\$180.00
PW	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$92.93
PW	ASPEN WASTE SYSTEMS	YARD WASTE DISPOSAL	\$471.96
PW	WRIGHT OUTDOOR SOLUTIONS	CHIPPING OF WOOD PILE	\$4,125.00
PW	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$41.74
PW	H.D. WATERWORKS SUPPLY	REPAIR PARTS	\$7,203.14
PW	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$72.19
PW	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$200.00
PW	CHR TIRE AND AUTO	FUEL PUMP REPLACEMENT	\$545.64
PW	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$373.93
PW	SPECK ENTERPRISES	FALL STREET SWEEP	\$5,795.00
PW	WASTE MANAGEMENT OF IOWA	WASTE HAULING	\$545.52
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$689.07
PW	LOGAN CONTRACTORS SUPPLY	OPERATING SUPPLIES	\$166.33
PW	ARDICK EQUIPMENT CO.	SIGNS	\$525.00
PW	GURNSEY ELECTRIC CO	REPAIR FLASHER - NORTHSIDE DR	\$489.94
PW	GOERING PLUMBING	CLEAN STORM INTAKE	\$1,060.00
PW	I.M.W.C.A.	WORKERS COMP INSURANCE	\$174.66
PW	G & L CLOTHING	WORK CLOTHING	\$144.48
PW	CIRDWC	JULY 1, 2015-JUNE 30,2016	\$114.79
PW	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$159.92
PW	CHR TIRE AND AUTO	REPAIR UNIT 209,2011 FORD F250	\$434.59
PW	GURNSEY ELECTRIC CO	TROUBLESHOOT WELL #4	\$160.00
PW	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$1,183.97
PW	DES MOINES WATER WORKS	NEW MAIN SAMPLE	\$15.00
PW	HACH COMPANY	WATER DEPARTMENT SUPPLIES	\$117.90
PW	KEYSTONE LABORATORIES INC.	WATER TESTING	\$151.80
PW	IOWA ONE CALL	UNDERGROUND LOCATIONS	\$110.20
PW	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$1,817.00
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$622.50
PW	CARUS CORP	690 GALLONS	\$917.00
PW	O'REILLY AUTO PARTS	CLEANING SUPPLIES	\$72.30
PW	CALIGIURI CONCRETE, LLC	REPLACE APPROACH - 1308 SUNSET	\$2,200.00
PW	DES MOINES WATER WORKS	MAIN-807 WASHINGTON	\$322.00
PW	GOERING PLUMBING	CURB STOP REPAIR	\$960.00
PW	H.D. WATERWORKS SUPPLY	REPAIR PARTS	\$263.76
PW	SHERMAN COMPANY LLC	REBUILD WELL 4 PUMP/MOTOR	\$9,262.80
PW	IOWA ASSN. OF MUN. UTILITIES	CIASSO DEC-FEB BILLING	\$714.75
PW	MIDAMERICAN ENERGY	ELECTRIC CHARGES	\$1,738.58
PW	OMNISITE	MONITORING ANNUAL FEE	\$276.00
PW	IOWA CONCRETE CUTTING	SEWER INTAKE CUT	\$400.00
WATER	DES MOINES WATER WORKS	PURCHASED WATER	\$15,017.30
TOTAL			\$99,325.02

ALL DEPT	\$4,484.56
BLDG	\$5,501.32
CH	\$4,879.38
COUNCIL	\$251.43
FD	\$15,664.98
LEGAL	\$1,638.00
LIB	\$2,068.63
PARKS	\$306.00
PD	\$2,452.68
PW	\$44,731.39
WATER	\$15,017.30
TOTAL	\$96,995.67



POLK CITY - A City For All Seasons -

Monthly Finance Report November 30, 2015

**City of Polk City
Cash Balances Report
November 30, 2015**

Bank Balances:

Luana Savings Bank M.M. Account- 1.00%	\$3,015,682.94
Grinnell State Bank Certificate of Deposit- 0.60%	\$1,001,512.33
Grinnell State Bank Business Money Market- 0.15%	\$434,761.27
Grinnell State Bank Business Checking- 0.05%	\$1,276,666.92
IPAIT Investment Account	\$4.00
Total Cash at Banks	<u><u>\$5,728,627.46</u></u>

**City of Polk City
Revenues Report
November 30, 2015**

Account Title	Total Budget	MTD Balance	YTD Balance	% of Year Used	Actual % Used Of Budget	Uncollected
General Total	4,949,845.00	520,394.03	2,801,001.61	41.67%	56.59%	2,148,843.39
Road Use Total	341,300.00	36,538.12	193,142.07	41.67%	56.59%	148,157.93
TIF Total	332,500.00	26,430.96	178,247.41	41.67%	53.61%	154,252.59
L.M.I Total	334,000.00	4,759.07	6,981.73	41.67%	2.09%	327,018.27
Debt Service Total	121,000.00	0.00	0.00	41.67%	0.00%	121,000.00
Capital Improvements Total	880,000.00	0.00	0.00	41.67%	0.00%	880,000.00
Water Total	522,338.00	51,462.38	285,727.75	41.67%	54.70%	236,610.25
Sewer Total	474,000.00	54,996.81	262,456.66	41.67%	55.37%	211,543.34
Total Of All Revenues	7,954,983.00	694,581.37	3,727,557.23	41.67%	46.86%	4,227,425.77

**City of Polk City
Expenditures Report
November 30, 2015**

Account Title	Total Budget	MTD Balance	YTD Balance	% of Year Used	Actual % Used Of Budget	Unexpended
Police Total	677,859.00	41,884.66	274,790.56	41.67%	40.54%	403,068.44
Civil Defense Total	18,700.00	107.25	541.58	41.67%	2.90%	18,158.42
Fire Total	471,025.00	39,597.45	175,300.47	41.67%	37.22%	295,724.53
Building/Housing Total	274,827.00	30,107.75	140,349.22	41.67%	51.07%	134,477.78
Dog Control Total	2,250.00	81.48	186.48	41.67%	8.29%	2,063.52
Road Use Total	126,344.00	8,618.49	63,551.12	41.67%	50.30%	62,792.88
Street Lighting Total	55,000.00	4,878.56	27,172.19	41.67%	49.40%	27,827.81
Other Public Works	0.00	4,601.91	4,601.91	41.67%	0.00%	(4,601.91)
Env.Health Services Total	500.00	0.00	111.40	41.67%	22.28%	388.60
Library Total	270,302.00	16,772.93	118,322.02	41.67%	43.77%	151,979.98
Parks Total	241,390.00	20,892.75	131,884.09	41.67%	54.64%	109,505.91
Community Center Total	19,000.00	3,002.99	8,484.16	41.67%	44.65%	10,515.84
Economic Development Total	125,000.00	0.00	0.00	41.67%	0.00%	125,000.00
Mayor Council Total	273,535.00	25,495.70	90,648.92	41.67%	33.14%	182,886.08
Policy Administration	421,375.00	29,020.86	174,806.83	41.67%	41.48%	246,568.17
Elections	3,000.00	0.00	1,601.70	41.67%	53.39%	1,398.30
City Attorney Total	41,000.00	4,849.00	26,339.27	41.67%	64.24%	14,660.73
City Hall Total	101,665.00	2,557.60	34,388.92	41.67%	33.83%	67,276.08
Other City Government Total	69,300.00	45,400.00	53,333.06	41.67%	76.96%	15,966.94
General Revenues	0.00	0.00	0.00	41.67%	0.00%	0.00
Transfer Total	1,001,000.00	0.00	0.00	41.67%	0.00%	1,001,000.00
General Total	4,193,072.00	277,869.38	1,326,413.90	41.67%	31.63%	2,866,658.10
Road Use Total	460,389.00	42,058.10	137,345.51	41.67%	29.83%	323,043.49
TIF Total	400,000.00	0.00	0.00	41.67%	0.00%	400,000.00
L.M.I Total	35,000.00	0.00	6,745.00	41.67%	19.27%	28,255.00
Debt Service Total	137,395.00	16,197.50	16,197.50	41.67%	11.79%	121,197.50
Capital Improvements Total	1,381,348.00	243.75	716,798.55	41.67%	51.89%	664,549.45
Water Total	618,238.00	63,549.96	283,297.49	41.67%	45.82%	334,940.51
Sewer Total	725,892.00	50,411.78	286,780.51	41.67%	39.51%	439,111.49
Total Of All Expenses	7,951,334.00	450,330.47	2,773,578.46	41.67%	34.88%	5,177,755.54



MEMO

TO: The Polk City City Council
FROM: Suzanne Wille Representing the Polk City Arts Council 515-441-7555
DATE: 12-30-2015
RE: Polk City Arts Council Recommendation use for budget funds

MESSAGE:

Polk City Arts Council would like to recommend the use \$400.00 of its budget for a website. Please see below the product, use and cost:

PRODUCT:

- Product is a Website and Blog.

USE:

- Website would allow PCAC to focus on the arts in Polk City and promote events, programs and other PCAC items and social media links. Collect data and allow PCAC to have email addresses with a PCAC address. For times when there is mass email such as Four Seasons Arts Festival and other events. Allows Polk City resident to access Polk City Arts council information that is most up to date.

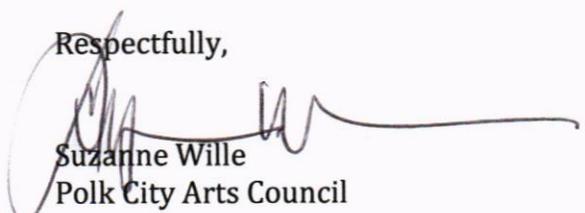
COST:

- Design fees no charge Suzanne Wille Studios will design and be Site Administrator.
- Hosting for the site is currently \$150 annually this can change over time but is an average cost per year currently.
- Database and site backroom area is \$200.00 a one time charge. There may be updates every few years but are not always necessary.
- URL Domain Name is currently \$25-50 depending on purchase length.

TOTAL:

- Initial start up \$400.00.
- Annual Cost \$150.00-\$200.00 for Hosting and URL/Domain Name.

Respectfully,



Suzanne Wille
Polk City Arts Council

Polk City Arts Council Meeting
Monday, November 9, 2015
6:30 pm
Miller Park Shelter House

Board Members Present:

Chair: Bob Miller
Vice-Chair: Collette Heuertz
Secretary-Treasurer: Barbara Pothast
Suzanne Wille

Also present:

Chuck Stowe

The meeting was called to order by Bob Miller.

The Ghost Stories event was reviewed. It was agreed that the event was a success with many positive comments from those attending. Denise Franck, organizer of the event, was pleased with the setting and the performance. Refreshments worked out well and gave people an opportunity to socialize. The audience included all age groups.

A review of other Arts Council projects over the past year was next on the agenda. These events included the 4 Seasons Art Show and the Ballyhoo Concert. They were quality offerings and were well received by the community.

Barb Pothast gave an update on the Library-Arts Council Photo Show set for next April. She has most of the photographers lined up, including 2 students from the High School. Chuck Stowe specializes in sports and action photos. He will participate in the show and will bring two extra tables for the exhibits.

Suzanne prepared a rough draft of a poster for the Art Show. Barb will talk to the city office staff and library staff to see about printing costs and specifications.

Bob showed an example of a type of wall hanging that could be used for exhibiting pictures on a wall. Purchasing this device may be considered, depending on the budget.

Suzanne has been working on plans for an Arts Council website, but was informed by the city financial officer that our budget is limited, and that there may only be approximately \$400 left after expenses are paid for the website. Bob and Barb will go to the city offices and check on the finances of the Arts Council, before Suzanne proceeds on the website. There was some confusion as to the exact amount that was allotted to the Arts Council for each fiscal year. Board members agreed that they understood the annual allowance was a set amount of \$3500.

In other business, Bob reported on a reception he and Mary attended for the National Endowment for the Arts. It was an "invitation only" event held at the World Food Prize building. Bob said that it was a very worthwhile event. The speaker encouraged "Creative Connections" and establishing partnerships. Art could be considered as a way to teach concepts in the schools. She also suggested that communities identify and recognize people who are doing good things.

No further meetings were scheduled for the upcoming weeks, because several Arts Council members will be out of town for the winter and Bob will be recovering from surgery.

Communications will be by e-mail.

A motion was made to adjourn the meeting, seconded and passed. Meeting adjourned.

Respectfully submitted,

Barbara Pothast
Secretary-Treasurer
Polk City Arts Council

**POLK CITY DEVELOPMENT CORPORATION
BUSINESS BALANCE SHEET SUMMARY (DECEMBER 31, 2015)**

ASSETS:

Current Assets:

Cash -- Checking	\$ 2,464.60 *
Cash -- Savings	\$ 45,003.43 *
Accounts Receivable	\$ -
Other Assets	\$ -

Total Current Assets: **\$ 47,468.03**

LIABILITIES:

Current Liabilities:

Accounts Payable	\$ -
Other Liabilities	\$ -

Total Current Liabilities: **\$ -**

TOTAL NET WORTH: **\$ 47,468.03**

GRANTS RECEIVED YTD:

City	\$ 45,000.00 (City of Polk City - Economic Development for 2015 received 12/5/14)
	\$ 2,500.00 (City of Polk City received 5/1/15)
	\$ 45,000.00 (City of Polk City for 2016 received 11/10/15)
Chamber County	\$ 5,500.00 (Polk County Betterment received 6/22/15)
Knapp Prop. TCI Bravo	

NOTE:

*1/31/15 checking and savings amounts include balances forward from 12/31/14
1/6/15 transferred 500.00 from PCDC checking to Festival checking - Emerald Sponsor

**POLK CITY DEVELOPMENT CORPORATION
FOUR SEASONS FESTIVAL BALANCE SHEET SUMMARY (DECEMBER 31, 2015)**

ASSETS:

Current Assets:

Cash -- Checking	\$ 15,263.10 *
Cash -- Savings	\$ -
Accounts Receivable	\$ -
Other Assets	\$ -

Total Current Assets: **\$ 15,263.10**

LIABILITIES:

Current Liabilities:

Accounts Payable	\$ -
Other Liabilities	\$ -

Total Current Liabilities: **\$ -**

TOTAL NET WORTH: **\$ 15,263.10**

GRANTS RECEIVED YTD:

City	\$ 6,000.00	(JE)
Chamber	\$ 421.46	(Chamber - 205.20 and 216.26 Doll Distributing reimbursements) (JE)
County		
Knapp Prop.		
TCI		

NOTE:

*1/31/15 checking amount includes balance forward from 12/31/14 (JE)
1/6/15 transferred 500.00 from PCDC checking to Festival checking - Emerald Sponsor (JE)

**POLK CITY DEVELOPMENT CORPORATION
FOUR SEASONS FESTIVAL
STATEMENT OF ACTIVITIES / BUDGET SUMMARY (DECEMBER 2015)**

<u>DESCRIPTION</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ESTIMATE</u>	<u>BALANCE</u>	<u>NOTES</u>
EXPENSES					
Activities					
5-8K Run		5,338.32	3,535.00	-1,803.32	
Bag Tournament			0.00	0.00	
Bike Night			0.00	0.00	See BeerGardenSvc&JimsJohns
Bill Riley Talent Search		1,010.00	1,000.00	-10.00	
Bingo			0.00	0.00	
Bingo License			0.00	0.00	
Children's Crafts		110.86	85.00	-25.86	
Classic Car Show		221.39	300.00	78.61	
Clowns			0.00	0.00	
Face Painting		150.00	150.00	0.00	
Inflatables/Kids Zone/Game On		6,713.25	3,175.00	-3,538.25	
Kiddie Parade			0.00	0.00	
Lincoln St. Fun Night		500.00	500.00	0.00	
NASCAR			0.00	0.00	
Parade		950.00	1,355.00	405.00	
Pedal Pull			700.00	700.00	
Petting Zoo		525.00	350.00	0.00	
Princess / Spiderman		300.00	350.00	50.00	
Queen Contest			0.00	0.00	
Raffle			0.00	0.00	
Tennis Tournament			0.00	0.00	
Train Rides		375.00	350.00	-25.00	
Water Fights			0.00	0.00	
Wii Tournament		150.00	1,000.00	850.00	
Total Activities	0.00	16,343.82	12,850.00	-3,493.82	
Advertising					
Brochures			0.00	0.00	
Bull's Eye			2,700.00	2,700.00	
Radio			0.00	0.00	
Register			0.00	0.00	
Signs / Marketing		2,760.00	1,950.00	-810.00	
Website			72.00	72.00	
Total Advertising	0.00	2,760.00	4,722.00	1,962.00	
Beer Garden					
License		617.50	155.00	-462.50	
Services		8,430.22	6,500.00	-1,930.22	Incls216.26 8/29 BikeNight(Chmbr)
Promotionals			0.00	0.00	
Total Beer Garden	0.00	9,047.72	6,655.00	-2,392.72	
Beverages					
Ice		1,000.00	450.00	-550.00	
Pop		1,469.84	1,500.00	30.16	
Wine		196.65	250.00	53.35	
Total Beverages	0.00	2,666.49	2,200.00	-466.49	
Entertainment					
Boomerang			0.00	0.00	
DJ			0.00	0.00	
Final Mix			0.00	0.00	
Iowa Sound		2,996.00	3,000.00	4.00	
Shay & Friends (Chad Sutter)			0.00	0.00	
Standing Hampton		2,600.00	2,400.00	-200.00	
Toaster Band / Becker		1,000.00	1,800.00	800.00	
	12/01-12/31/15	01/01/15-12/31/15	01/01/15-12/31/15	YTD BUDGET	
DESCRIPTION	CURRENT MONTH	CURRENT YTD	ANNUAL BUDGET	ESTIMATE	NOTES
	ACTUAL	ACTUAL	ESTIMATE	BALANCE	
Meals/Miscellaneous		210.35	100.00	-110.35	

RESOLUTION NO. 2016-1

RESOLUTION TO APPOINT A REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO THE POLK COUNTY EMERGENCY MANAGEMENT COMMISSION

WHEREAS, the county boards of supervisors, city councils, and school district boards of directors in each county shall cooperate with the homeland security and emergency management division of the department of public defense to establish a local emergency management commission to carry out the provisions Iowa Code Chapter 29C; and

WHEREAS, the commission shall be composed of a member of the board of supervisors or its appointed representative, the sheriff or the sheriff's representative, and the mayor or the mayor's representative from each city within the county; and

WHEREAS, the commission members shall be the operations liaison officers between their jurisdiction and the commission; and

WHEREAS, the commission shall meet regularly to determine the mission of its agency and program and provide direction for the delivery of the emergency management services of planning, administration, coordination, training, and support for local governments and their departments; and

WHEREAS, the commission shall coordinate emergency services in the event of a disaster.

NOW, THEREFORE, BE IT RESOLVED, that Dan Gubbins, Fire Chief is appointed as the Emergency Management Commission Representative; and Roger Sanders, Police Chief, be appointed as the Alternate Representative.

BE IT FURTHER RESOLVED, that the Representative or Alternate Representative attend the Commission meetings on behalf of the City of Polk City, Iowa.

Dated this 11th day of January, 2016

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

RESOLUTION NO. 2016-2

A RESOLUTION APPROVING THE POLK COUNTY JOINT E911 SERVICE BOARD APPOINTMENT OF THE CITY OF POLK CITY REPRESENTATIVE AND ALTERNATE

WHEREAS, pursuant to Iowa Code 34A there is established in each county a Joint 911 Service Board to provide enhanced 911 emergency telephone communication systems and other emergency 911 notification devices to further the public interest and protect the health, safety, and welfare of the people of Polk County, Iowa; and

WHEREAS, the E911 Service Board shall be a joint undertaking of Polk County and each of the political subdivisions having a public safety agency serving territory within the county E911 service area; and

WHEREAS, the commission members shall be the operations liaison officers between their jurisdiction and the commission; and

WHEREAS, the Iowa Administrative Code Section 605, Chapter 10.3 states that under E911 Service Board, 'The joint E911 service board shall annually submit a listing of members, to include the political subdivision they represent and, if applicable, the associated 28E agreement, to the E911 program manager. A copy of the list shall be submitted within 30 days of adoption of the operating budget for the ensuing fiscal year and shall be on the prescribed form provided by the E911 program manager'; and

WHEREAS, all political subdivisions are being requested to verify their Polk County E911 service member designee and their contact information.

NOW, THEREFORE, BE IT RESOLVED, that Dan Gubbins, Fire Chief is appointed as the City of Polk City's representative on the Polk County E911 Service Board; and Roger Sanders, Police Chief, be appointed as the Alternate Representative.

BE IT FURTHER RESOLVED, that the City of Polk City will submit this Adoption Resolution to the Polk County E911 Service Board to enable this resolution's approval.

Dated this 11th day of January, 2016

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

WATER CONNECTION AGREEMENT

RE: [Legal Description]

-EX BEG 496.47F W OF SE COR THN W 260F N 272.32F
E 282.7F S 172F NELY 448.09F N & PAR TO & 50F
W OF E LN 1730F W 565F N 650F TO N LN E 615F TO
NE COR S TO S LN W TO POB- E 1/2 SW 1/4 LESS
1.22A RD SEC 31-81-24

THIS Agreement is entered into this 15 day of December, 2015, by and between the City of Polk City, Iowa ("City") and Quick Supply owner of the above-described property ("Owner"). Property address known as: 5200 NW 118, Polk City IA

WHEREAS, the Owner, as owner of the above-described property ("Property") has requested that the City provide water service to the Property; and

WHEREAS, in consideration of the City providing water service to the Property, the Owner has agreed to certain conditions requested by the City.

NOW, THEREFORE, the parties agree as follows:

1. The water supplied by this agreement is governed under Chapters 90, 91 and 92 of the Polk City Code of Ordinances with said current water rate at 1.5 times the water rate inside the City Limits. Further the City Code governs rates, payments and responsibilities and by this reference is made part of this agreement.
2. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof and supercedes all negotiations, preliminary agreements and all prior and contemporaneous discussions and understandings of the parties in connection with the subject matter, other than requirements concerning sidewalks and/or lighting contained in a plat of the Property.
3. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument, and in making proof hereof, it shall not be necessary to produce or count for more than one such counterpart.
4. This Agreement shall be binding upon and shall inure to the parties and their successors and assigns.

EXECUTED the day and year first above written.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

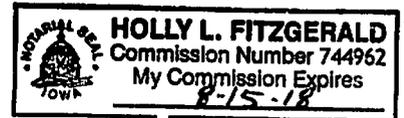
By: John Hale Quick Supply Co.

By: _____

STATE OF IOWA, POLK COUNTY, ss:

On this 15th day of December, 2015, before me the undersigned, a Notary Public in and for said State, personally appeared John Hale and _____, to me known to be the persons named in, who, being by me duly sworn, did say that they are owner and _____ for Quick Supply Company; (that the seal affixed or no seal affixed) that the instrument was signed (and sealed or not sealed) on behalf of the Quick Supply Company and who executed the foregoing instrument to which this is attached; and acknowledged that they executed the instrument as their voluntary act and deed.

Holly L. Fitzgerald
Notary Public in and for said State



STATE OF IOWA, POLK COUNTY, ss:

On this ____ day of _____, _____, before me the undersigned, a Notary Public in and for the State of Iowa, personally appeared Jason Morse and Jenny Gibbons, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Polk City, Iowa; that the seal affixed to the foregoing instrument to which this is attached is the corporate seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its City Council, and that Jason Morse and Jenny Gibbons, as such officers, acknowledged the execution of the instrument to be the voluntary act and deed of the City, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

Minutes of the Meeting of
The Polk City Community Library Board of Trustees
December 7, 2015

- I. The Meeting was called to Order by Mike Miller at 6:58 p.m.
Board Members Present: Bob Wright, Corey Hoodjer, Angel Nelson, Mike Miller, Mandy Vogel.
Library Director Present: Kim Kellogg
City Council Liaison Present: Dan Lane
- II. Upon a Motion properly made and seconded, it was voted unanimously to approve the Agenda for this Meeting.
- III. Previous Minutes: Upon a Motion properly made and seconded, it was voted unanimously to approve the Minutes of the Meeting on November 10, 2015.
- IV. Director's Report:
Library Director Kellogg that:
 1. Printer with scanner costs \$199. Requested cart to go with it for approximately \$50. *Upon a Motion properly made and seconded, it was voted unanimously to approve the purchase of the cart not to exceed \$75.*
 2. Shed – Will wait until spring. Can get by with current shed through winter.
 3. Cameras – will get these and install soon
 4. Holiday Friends open house was a success
 5. Floor was cleaned before Thanksgiving
 6. Request Board's approval to obtain quotes for painting the meeting room. *Upon a Motion properly made and seconded, it was voted unanimously to approve obtaining quotes.*
 7. Kim gone will be gone December 22nd & 23rd, ½ day on 30th.
 8. Policy to be reviewed next month: Faxing, Scanning, Printing, and Copying
- V. City Council Liaison Report:
 1. Budget amendment coming up, date has been published, which is December 14.

2. Approved live streaming of council meetings
3. Hope to have Homeserve insurance in place by end of December
4. No update on Police meetings

VI. New Business:

1. Reviewed December work schedule, November expenditures. Holiday closures will match City Hall.
2. AWE Policy was presented. Two minor edits will be made to remove duplicate or unnecessary verbiage. *Upon a Motion properly made and seconded, it was voted unanimously to approve the AWE Stations Policy.*
3. Reviewed list of 2015 Accomplishments.

VII. Old Business: None

- VIII. Upon a Motion properly made and seconded, it was noted to adjourn the Meeting at 7:21 p.m.

Next Meeting: January 4, 2016, at 7:00

Respectfully Submitted,

Mandy Vogel, Secretary

LIBRARY - DECEMBER 2015 STATS SNAPSHOT				
Total Visitors	1739			
People Checking Out	311			
<i>260 Polk City Cardholders</i>	2214			
<i>20 Open Access Cardholders</i>	90			
<i>31 Rural Cardholders</i>	255			
Total Checkouts	2559			
Bridges E-book/Audiobook Checkouts	206			
Incoming ILL Books	18			
Outgoing ILL Books	40			
Reserves Placed	123			
Materials Added	205			
Materials Withdrawn	75			
New Cards Issued	8			
Computer Users	91			
WiFi Users (on site)	66			
AWE Station Usage	214			
AWE Games Played	147			
Reference Questions	100			
No. of Meeting Room Uses by Outside Groups	1			
Patron Savings for December	\$70,788.89			
Adult Programs	17			
<i>Adult Program Attendance</i>	134			
Youth Programs	13			
<i>Youth Program Attendance</i>	400			

Polk City Water Department

Monthly Report

Month Dec.

Year 2015

Total Water Pumped 9570,530 Gallons
Monthly Daily Avg 308726 Gallons

Testing Results

- **SDWA Bacteriological Coliform Analysis** Odessa University Hygienic Lab.
Fecal Coliform Analysis- Sample incubated 35c for 48 hrs then examine for gas production. Gas production verifies presence of fecal coliform organisms.
- **Fluoride Analysis** .7 University Hygienic Lab.
A fluoride concentration of approx. 1mg/l in drinking water effectively reduces dental caries without harmful effects on health. MCL for fluoride is 4.0 mg/l.
Fluoride at Plant- Monthly Average .92 mg/l Polk City Lab.
Fluoride in System- Monthly Average .77 mg/l Polk City Lab.
- **Chlorine Free At Plant- Monthly Average** .78 mg/l Polk City Lab.
Chlorine Total at plant- Monthly Average 2.95 mg/l Polk City Lab.
Chlorine Free in System- Monthly Average .58 mg/l Polk City Lab.
Chlorine Total in System- Monthly Average .78 mg/l Polk City Lab.
Chlorine requirement is the quantity of chlorine that must be added to H2O to achieve complete disinfection of pathogens and protozoa. Chlorine residuals will vary widely depending on organic loading. We also use chlorine to oxidize iron prior to filtration.
- **Iron Raw Water- Monthly Average** 6.88 mg/l Polk City Lab.
Iron Finish Water- Monthly Average .01 mg/l Polk City Lab.
Iron System Water- Monthly Average .02 mg/l Polk City Lab.
Iron occurs in rocks and minerals in the earth's crust. It's the 4th most abundant element respectively. Iron has no effect on human health; its main objection is aesthetics. Concentrations of Iron in finish H2O should be between 0.03-0.06mg/l.
- **Manganese Raw Water- Monthly Average** .22 mg/l Polk City Lab.
Manganese Finish Water- Monthly Average .10 mg/l Polk City Lab.
Manganese System Water- Monthly Average .03 mg/l Polk City Lab.
Manganese also occurs in rocks and the earth's crust. It is the 7th most abundant element. Manganese is extremely difficult to remove. Concentrations of Manganese in finish H2O should not exceed 0.05mg/l or black staining of plumbing fixtures may occur. No effect on human health.
- **pH Raw Water Monthly Average** 8.0 mg/l Polk City Lab.
pH Finish Water-Monthly Average 7.9 mg/l Polk City Lab.
pH System Water- Monthly Average 7.9 mg/l Polk City Lab.
pH scale ranges from 0-14 with 7 being considered neutral. Below 7 becomes corrosive to plumbing, above 7 tends to deposit minerals in plumbing. We add caustic soda to maintain proper pH, which should range between 7.5-7.9 in finish water.

Total Tests Performed- Polk City Lab _____

Total Hours to perform tests _____

Polk City Fire Department - 2015 Call Response Statistics

Year To Date - As of 1/7/2016

Call Numbers by Call Type		
Fire Alarm	21	3.0%
Fire Assignment	92	13.2%
Investigation Assignment	17	2.4%
Medical Assignment	353	50.7%
Rescue Assignment	52	7.5%
COQ - Fire	2	0.3%
COQ - EMS	152	21.8%
Special Assignment	5	0.7%
Water/Ice Rescue	2	0.3%
Totals	696	

Call Numbers By Day		
Monday	99	14.2%
Tuesday	112	16.1%
Wednesday	85	12.2%
Thursday	96	13.8%
Friday	100	14.4%
Saturday	125	18.0%
Sunday	79	11.4%
Totals	696	

Call Numbers By ALS		
M1 - Dan G.	44	7.9%
M2 - JD. Stover	19	3.4%
M3 - Adam V.	40	7.2%
M4 - Jason B.	30	5.4%
M5 - Garrett F.	13	2.3%
M6 - Derek M.	16	2.9%
M7 - Keith M.	5	0.9%
M8 - Jason C.	16	2.9%
M9 - Craig V.	33	5.9%
M10 - Mike B.	49	8.8%
M11 - Mark D.	7	1.3%
M12 - Eric D.	0	0.0%
M14 - David B.	2	0.4%
Ankeny	2	0.4%
Other	0	0.0%
Totals	276	49.4%

Call Numbers By Time Frame		
05:00-07:00	36	5.2%
07:00-09:00	59	8.5%
09:00-11:00	63	9.1%
11:00-13:00	78	11.2%
13:00-15:00	92	13.2%
15:00-17:00	93	13.4%
17:00-19:00	77	11.1%
19:00-21:00	73	10.5%
21:00-23:00	47	6.8%
23:00-01:00	30	4.3%
01:00-03:00	27	3.9%
03:00-05:00	21	3.0%
Totals	696	

New Recruits		
Active New Recruits	6	15.8%

Call Numbers By Shift		
Mon-Fri Day (0600-1800)	326	46.8%
Mon-Fri Evening (1800-2200)	99	14.2%
Mon-Fri Night (2200-0600)	69	9.9%
Sat/Sun Day (0600-1800)	124	17.8%
Sat/Sun Evening (1800-2200)	45	6.5%
Sat/Sun Night (2200-0600)	33	4.7%

Active Members		
Active Members	42	

Call Numbers By Mutual Aid		
Ankeny Fire Department	200	
Granger Fire Department	10	
Grimes Fire Department	1	
Johnston Fire Department	2	
Madrid Fire Department	6	
Story County	2	
Other	1	
Totals	222	31.9%

Call Numbers By Automatic Aid		
Granger Fire Dept	45	
Ankeny Fire Dept	40	
Totals	85	12.2%

Call Numbers By Month		
January	49	7.0%
February	56	8.0%
March	57	8.2%
April	47	6.8%
May	40	5.7%
June	52	7.5%
July	63	9.1%
August	83	11.9%
September	70	10.1%
October	65	9.3%
November	70	10.1%
December	44	6.3%
Totals	696	

Call Numbers By Division		
Fire Division	137	19.7%
EMS Division	559	80.3%
Totals	696	

Transports By Hospital		
Blank Children's Hospital	9	3.2%
Boone County Hospital	1	0.4%
Broadlawns	3	1.1%
Dallas County Hospital	0	0.0%
Lutheran	19	6.8%
Mary Greeley	7	2.5%
Mercy Medical Center	123	44.1%
Mercy West Lakes	25	9.0%
Methodist	64	22.9%
Methodist West	26	9.3%
VA	2	0.7%
Totals	279	

Call Numbers by Response Area		
IN Polk City Response Area	431	61.9%
OUT of Polk City Response	265	38.1%
Totals	696	

Call Numbers by Apparatus		
Chief 4500	60	8.6%
Deputy Chief 4501	43	6.2%
Duty Officer 4506	129	18.5%
Attack 4520	130	18.7%
Engine 4530	57	8.2%
Tanker 4550	0	0.0%
Engine 4570	72	10.3%
Special Operations 4575	6	0.9%
Ambulance M2	168	24.1%
Ambulance M3	384	55.2%
Boat 4599	1	0.1%

Call Totals By Call Reason		
Abdominal Pain	19	2.7%
Allergic Reaction	5	0.7%
Altered LOC	4	0.6%
Animal Bite	0	0.0%
Apnea (Not Breathing)	0	0.0%
Arm Injury	3	0.4%
Assault	3	0.4%
Assistance	2	0.3%
Back Pain	2	0.3%
Bicycle Accident	4	0.6%
Burns	1	0.1%
Change of Quarters/Standby	153	22.0%
Chest Pain/Cardiac	32	4.6%
Choking	4	0.6%
Code 4 (possible death)	1	0.1%
Commercial Fire	36	5.2%
CPR in Progress	6	0.9%
Crash unknown Injuries	26	3.7%
Crash with Injuries	18	2.6%
Diabetic Problem	6	0.9%
Difficulty Breathing	46	6.6%
Dislocated Shoulder	0	0.0%
Fall	39	5.6%
Fire - Other	4	0.6%
Grass/Brush Fire	8	1.1%
Haz-mat Clean-up	1	0.1%
Head Injury	6	0.9%
Heat Problems	2	0.3%
Ice Rescue	1	0.1%
Illegal Burn	3	0.4%
Insect Bite	0	0.0%
Labor/Delivery	0	0.0%
Leg Injury	6	0.9%
Motorcycle Accident	0	0.0%
Natural Gas Odor	3	0.4%
Odor Investigation	2	0.3%
Medical - Other	5	0.7%
Overdose	9	1.3%
Psychiatric Problem	4	0.6%
Public Assist	13	1.9%
Residential Fire	58	8.3%

Call Totals By Call Reason		
Seizure	7	1.0%
Sick & Care	92	13.2%
Smoke Investigation	4	0.6%
Stroke/CVA	13	1.9%
Sucide Attempt	3	0.4%
Syncope/Passed Out	2	0.3%
Transport (Medical)	2	0.3%
Trauma	2	0.3%
Under the Influence	0	0.0%
Unknown Medical Problem	1	0.1%
Unresponsive	17	2.4%
Vehicle Fire	3	0.4%
Water Rescue	6	0.9%

0

Staffing Summary		
Resident - Paid on Call	1	2.4%
Resident - POC/Part Time	11	26.2%
Non-Resident - POC	33	78.6%
Non-Resident - POC/Part Time	32	76.2%
Total Fire Department Staff	35	

14

11

4

14

1

6

0

10

December 2015 Summary

Total Calls for Month	43
Total Calls for Month Last Year	53
% Increase/Decrease For Month	-18.87%

Total Calls Occuring 6:00 AM - 6:00 PM Monday-Friday	27
% Of Calls Occuring 6:00 AM - 6:00 PM Monday-Friday	62.79%

Monthly Volunteer On Call Hours	1544
---------------------------------	------

Total Calls Year To Date	696
Total Calls Last Year To Date	689
% Increase Year to Date	1.02%

Record # of call in 24 hours: 11 -May 31st 2014

Record for # of calls in one week: 31 - July 16th - July 22nd 2012

Record for # of calls in one month: 94 - December 2013 (89 - July 2012)



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

To: City Council
Cc: Gary Mahannah, Mayor Morse
Re: Fire Department

- 1. Pinning & Swearing In Ceremony** – City Staff and Council are invited to attend the Fire Department Pinning and Swearing in Ceremony on Saturday, January 16th at 10:00 a.m.. The event will be held in the training room at the Fire Department.
- 2. December Activity Report** – The December monthly report is attached.
- 3. Fire Department Officers** – Below is the list of officers I am recommending for 2016. This is the same group as 2015 with the exception of David Bush replacing Chris Weishaar as Lieutenant.

Adam Vander Leest – Assistant Chief, Operations
Tim Cory – Deputy Chief, Equipment & Facilities
Jeff Feller – Deputy Chief, Training & Education

Mike Bernard – Captain, Training & Education
Jason Cutsforth, Fire Marshal

Brian Hanson – Lieutenant, Apparatus
Tyler Rommel – Lieutenant, EMS
Craig VerHuel – Lieutenant, Fire Prevention
David Bush – Lieutenant, Operations

Thanks,

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.polkcityfd.com

January 5, 2016

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

- Nate Reis received his EMT certification and has completed his clearance. This moves him to pay grade 4, step 2 or \$12.39 per hour.
- David Bush has been promoted to Lieutenant. This moves him to pay grade 6, step 2 or \$15.45 per hour.
- Chris Weishaar has elected to move to an administrative only position. Chris will continue to be our public relations and communications coordinator, but in an administrative position only. See attached letter.

Thanks,

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

Dan Gubbins
Fire Chief

Dan Gubbins - PCFD

From: chris.weishaar@polkcityfd.com
Sent: Sunday, December 27, 2015 1:31 PM
To: Dan Gubbins -
Cc: adam.vanderleest@polkcityfd.com
Subject: Current position with the department

Chief,

As we recently discussed, I have thought about my current position/duties within the department and have decided that I would like to make the move to an admin only position. I think this is, at least for now, the best move for me.

While we can certainly discuss what this would all entail, I imagine it to encompass the things I am already responsible for, such as public education and outreach, PIO, etc. By moving myself away from training, on call, etc. (although I would miss it), I feel like this would give me a chance to focus more on these things, which I personally think the department needs and benefits from. I already have things in mind that I can put more focus on to help make us a better department and continue to strengthen our image and presence in the community.

Although we don't need to have all the details worked out yet, I would like to make this switch as soon as possible. Since I knew this was something I was considering, I had hoped to have this figured out before January schedules were made. However, as I am only on for four shifts next month, I am hoping we can make the switch now and get those shifts filled in so I can start refocusing with the new year.

Thanks,
Chris

Jan 19th MMPF
Rory Nebel
725-9600

Employment Application

City of Polk City

The position I am applying for is: Police Officer

<u>Hall</u>	<u>Joel</u>	<u>Thomas</u>
Last Name	First Name	Middle Name
<u>4819 NW 5th St.</u>	<u>Ankeny</u>	<u>IA</u>
Address	City	State
<u>515-868-4939</u>	<u>Jhall86@gmail.com</u>	<u>50023</u>
Telephone	Email Address	ZIP Code

List additional names you have used: _____

Please list an additional phone number where we can leave a message:

Name: Angela Hall Relationship: Wife Number: 515-707-2631

How did you learn about the employment opportunity?

- Newspaper Job Service Employment Agency Friend Other
 Walk-in Website Education Institution Employee

Please be sure to answer all items completely and accurately.

Type of work you would accept: Full time Part time Summer Temporary

Shift preferred: Day Evening Night

What date would you be available for work? 1-1-16

Have you ever filed an application with us before? Yes No If yes, Month/Year: _____

Have you ever been employed with us before? Yes No

If yes, in what capacity? _____ From: _____ To: _____

Reason for leaving? _____

What is the minimum salary that you would accept? \$27/hr

Do you have any relatives, including in-laws, currently employed by us? Yes No

If yes, state the name, relationship and department in which they are employed.

Are you legally eligible to be employed in the U.S.? Yes No (Proof of identity and eligibility will be required upon employment)

Are you a veteran of the U.S. Armed Forces? Yes No

Dates of military service: _____ Branch: _____

Have you ever been convicted of a crime (other than a minor traffic violation)? Yes No

If so, please indicate the nature of the offense, date, state and disposition.

(A conviction record is not an automatic bar to employment and the nature, recency and disposition of the offense will be considered only as it relates to the job for which you are applying)

Education

	High School	Undergraduate College/University	Graduate/Professional
School Name and Location	Des Moines Christian School	Iowa State University	
Diploma/Degree	Diploma	Bachelor of Arts Degree	
Course of Study		Double Major: Sociology / Criminal Justice	

Describe any skills, specialized training, apprenticeship, and applicable extra-curricular activities.

I spent 1-2 years on each shift during my time with the Ankeny Police Department. During my time there I attended regular inservice trainings as well as specialized schools for roadside interviews and tactical warrant service. In 2012 I completed the Mental Health First Aid course within the department.

List equipment and computer software you can operate.

- Patrol car computer and Siren/light bar equipment.
- PBT and Datamaster
- Tracs and iMobile
- RMS/SMS
- Omnix

References

Give name, address and telephone number of three references who are not related to you and are not previous employers.

- | | | | |
|----|-------------------------|--|---------------------|
| 1 | <u>Dave Heisterkamp</u> | <u>617 Roosevelt St. Polk City, IA</u> | <u>515-371-8578</u> |
| | Name | Address | Phone |
| 2. | <u>Jay Erickson</u> | <u>2629 49th St. Des Moines, IA</u> | <u>515-201-5659</u> |
| | Name | Address | Phone |
| 3. | <u>Adam Soter</u> | <u>206 NE 5th St. Ankeny, IA</u> | <u>515-210-2781</u> |
| | Name | Address | Phone |

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer	Guide Financial Group		Dates Employed		Work Performed
	Address	2830 100 th St. Urbandale, IA	50322	From	To	
	Telephone Number(s)	515-		Hourly Rate/Salary		Comprehensive financial planning for individuals and families.
	Job Title	Financial Advisor	Supervisor	Starting	Final	
	Reason for Leaving	N/A		\$72,000		
2.	Employer	City of Ankeny		Dates Employed		Work Performed
	Address	411 SW Ordinance Rd. Ankeny, IA	50623	From	To	
	Telephone Number(s)	515-289-5240		Hourly Rate/Salary		Patrol Officer
	Job Title	Police Officer	Supervisor	Starting	Final	
	Reason for Leaving	New job		\$39,000	\$52,000	
3.	Employer	Lowes		Dates Employed		Work Performed
	Address	120 Airport Rd. Ames, IA	50010	From	To	
	Telephone Number(s)	515-233-0404		Hourly Rate/Salary		Assist customers with heavy merchandise.
	Job Title	Loader	Supervisor	Starting	Final	
	Reason for Leaving			\$10/hr	\$10/hr	
4.	Employer	ISU Dining		Dates Employed		Work Performed
	Address	1215 Friley Hall Ames, IA	50012	From	To	
	Telephone Number(s)	515-294-3856		Hourly Rate/Salary		Food prep/service.
	Job Title	Student Supervisor	Supervisor	Starting	Final	
	Reason for Leaving			\$9.25/hr	\$11/hr	

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.
 You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

Continued

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer <i>Bankers Trust</i>		Dates Employed		Work Performed
	Address <i>3905 Merle Hay Rd. Des Moines, IA 50310</i>		From <i>5/2004</i>	To <i>5/2009</i>	
	Telephone Number(s) <i>515-2440 245-2440</i>		Hourly Rate/Salary		
	Job Title <i>Customer Service Rep</i>		Starting <i>\$8.50/hr</i>	Final <i>\$12/hr</i>	
	Reason for Leaving <i>New Job</i>				
2.	Employer		Dates Employed		Work Performed
	Address		From	To	
	Telephone Number(s)		Hourly Rate/Salary		
	Job Title		Starting	Final	
	Reason for Leaving				
3.	Employer		Dates Employed		Work Performed
	Address		From	To	
	Telephone Number(s)		Hourly Rate/Salary		
	Job Title		Starting	Final	
	Reason for Leaving				
4.	Employer		Dates Employed		Work Performed
	Address		From	To	
	Telephone Number(s)		Hourly Rate/Salary		
	Job Title		Starting	Final	
	Reason for Leaving				

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. If I wish to be considered for employment beyond this time period, I understand that I need to inquire as to whether or not applications are being accepted at that time

I hereby acknowledge that any employment relationship with the City of Polk City is of an At-Will nature, which means that the employee may resign at any time and that the City of Polk City may discharge at any time with or without cause. I understand that neither this document nor any offer of employment from the City of Polk City constitutes an employment contract unless a specific document to that effect is executed by the City of Polk City and must be in writing.

In the event of employment, I understand that false or misleading information given in my application or interview(s) shall be considered sufficient cause for dismissal. I further understand that an incomplete application or an absence of my signature on this application is just cause for rejection of this application. I agree to employment entrance exams, if necessary, at the City of Polk City's cost. I understand that I am required to abide by all rules and regulations of the employer.



Signature of Applicant

12/30/15
Date

It is the policy of the City of Polk City to provide equal treatment to all City employees and applicants for the City of Polk City employment without regard to race, color, religion, political affiliation, creed, sex, sexual orientation, national origin or ancestry, age, mental or physical disability, marital status, except as bona fide occupational qualifications may require otherwise. This policy applies to all human resources actions and procedures including, but not limited to: recruitment, selection, training, compensation, benefit programs, promotion, demotion, transfer and termination of employment.

Individuals in need of special accommodations are asked to notify our office in advance.



Polk City Police Department
Calls for Service/Activity Report

1/6/2016

2015

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Avg	YTD Total
Administrative Complaint	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Alcohol Driving Violation (Juvenile)	0	0	0	0	0	0	0	0	0	0	1	0	0.1	1
Animal Bite	0	0	0	0	1	0	0	0	0	0	1	0	0.2	2
Animal Complaint	6	9	11	7	13	7	13	18	20	7	6	3	10.0	120
Arrest (Other)	0	1	0	0	0	0	0	0	0	2	0	0	0.3	3
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Assault	1	0	1	0	1	0	1	1	5	5	1	3	1.6	19
Assisting Fire Dept/Rescue	15	16	17	11	11	19	22	20	25	20	18	19	17.8	213
Assisting Law Enforcement Agency	10	13	12	19	10	18	23	15	6	17	14	12	14.1	169
Assisting Public	63	46	69	71	64	87	74	57	64	52	45	30	60.2	722
Attempted Suicide	1	0	1	1	0	3	0	1	0	1	0	0	0.7	8
Burglary	0	0	0	1	0	1	0	0	0	2	0	0	0.3	4
Civil Dispute	1	1	1	2	2	2	0	0	5	1	0	1	1.3	16
Community Room Scheduling	1	2	6	1	3	1	2	3	1	6	1	2	2.4	29
Complaint of Snowmobile	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Criminal Mischief	0	0	2	1	1	0	5	1	5	2	2	0	1.6	19
Criminal Trespass	0	4	0	0	2	1	0	4	2	0	0	0	1.1	13
Death Investigation	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Disturbing the Peace	4	1	5	3	2	2	4	6	2	4	0	2	2.9	35
Domestic Assault	0	1	1	0	2	0	0	0	2	1	0	1	0.7	8
Domestic Quarrel	4	4	3	3	6	4	4	2	5	0	1	1	3.1	37
Driving While Intoxicated	1	0	0	0	0	1	2	0	1	0	1	1	0.6	7
Fight	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Found Property	2	1	3	2	3	5	13	5	10	0	0	1	3.8	45
Fraud	0	0	0	0	0	0	0	0	0	0	0	2	0.2	2
Gambling Permit Violation	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Harassment	0	2	3	0	2	3	2	6	2	0	0	2	1.8	22
Illegal Burning	0	0	3	2	0	1	0	1	0	0	0	1	0.7	8
Illegal Parking	9	10	5	4	6	1	4	12	7	4	3	2	5.6	67
Impounded Animal	0	1	1	1	3	3	4	1	6	4	0	1	2.1	25
Incomplete 911 Call	4	1	0	0	2	0	2	2	2	1	0	1	1.3	15
Indecent Exposure	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Loitering	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Mental Subject	0	0	0	0	0	0	0	0	0	0	0	1	0.1	1
Missing Person	1	0	0	0	1	1	0	1	0	0	1	0	0.4	5
Narcotics Investigation	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Open Door	0	0	0	3	5	2	4	6	4	3	1	4	2.7	32
Peddling Permit Violation	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Possession of Alcohol by Minor	0	0	0	0	1	1	0	0	0	1	0	0	0.3	3
Prowler	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Avg	YTD Total
Public Intoxication	0	0	0	0	0	2	0	0	0	0	0	0	0.2	2
Records Check	12	14	20	27	24	36	16	19	9	10	13	20	18.3	220
Residential or Commercial Alarm	3	5	7	5	4	4	3	4	5	5	7	4	4.7	56
Serving Search Warrant	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Suicide	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Supplying Alcohol to a Minor	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Suspicious Person	9	4	13	7	6	14	9	9	0	7	9	19	8.8	106
Theft	3	2	5	9	4	8	4	4	1	6	1	3	4.2	50
Traffic Arrest	1	1	2	1	1	1	1	1	3	1	2	3	1.5	18
Traffic Citations/Warnings											55	59	57.0	838
Vehicle (Abandoned)	1	1	0	1	0	0	0	1	2	0	1	0	0.6	7
Vehicle (Disabled)	16	17	8	8	12	8	15	15	14	12	11	12	12.3	148
Vehicle (Impounded)	0	0	0	1	0	0	0	0	0	0	0	0	0.1	1
Vehicle (Obsolete)	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Vehicle (Suspicious)	8	2	7	4	5	9	12	12	17	19	23	0	9.8	118
Vehicle Crash (Hit & Run)	0	0	0	0	0	0	0	1	0	0	0	0	0.1	1
Vehicle Crash (Personal Injury)	1	0	0	2	0	0	2	1	0	0	5	0	0.9	11
Vehicle Crash (Property Damage)	8	3	3	3	1	3	1	3	5	3	3	3	3.3	39
Violation of Court Order	0	0	1	1	2	0	0	0	0	0	0	0	0.3	4
Warrant Arrest	0	0	0	1	0	0	2	0	1	1	0	1	0.5	6
Welfare Check	2	2	4	3	3	2	5	5	6	2	0	4	3.2	38
Monthly Totals:	187	164	214	205	203	250	249	237	237	199	226	218		

Year to Date Total: 3275

Note: Numbers in green indicate above average activity for that category in that month

Joel Hall

Jhall86@gmail.com

Address: 4819 NW 5th St. Ankeny, IA 50023

Mobile: (515) 868-4939

Office: (515) 401-1496

Academic Background:

- Iowa State University, Ames, Iowa
Bachelor's Degree, May 2009
GPA: 3.0
Major: Sociology/Criminal Justice
 - Des Moines Area Community College, Ankeny, Iowa
38 credit hours transferred to Iowa State University
-

Experience:

- Guide Financial Group – Financial Advisor August 2015-Present
 - Help individuals and families identify what is most important to them and develop solutions that will give them confidence that they will achieve their financial goals and protect what is most important.
 - City of Ankeny Police Officer August 2009-August 2015
 - Patrol assigned areas of the city
 - Enforce the law and ensure public safety
 - Interview suspects and witnesses
 - Collaborate with the county attorney during trials and hearings
 - Write accurate and detailed reports
 - Participate in departmental trainings for defensive tactics and firearms
 - Center for Creative Justice Internship January 2009-May 2009
 - Conducted probation supervision intakes for new clients.
 - Answered telephone calls.
 - Arranged client appointments.
 - Banker's Trust Company April 2004- April 2010
 - Educated customers via the telephone about their personal accounts
 - Conducted internal fund transfers electronically for customers
-

Professional Certifications:

- Mental Health First Aid Spring 2012
 - First Responder August 2009- Present
-

Activities:

- Iowa State Criminal Justice Club
 - Vice President Fall 2008
 - Organized monthly meetings
 - Arranged speakers for meetings
 - Coordinated field trips for club members
 - Club Member 2007-2008
- Iowa State Boxing Club
 - Club Member 2007-2008

ORDINANCE NO. 2016-100

AN ORDINANCE AMENDING CHAPTER 92, WATER RATES, SECTION 92.04, BILLING FOR WATER SERVICE 4. SHUT OFF NOTICES & 5. HANDLING FEE OF ANY DISHONORED PAYMENT; AND SECTION 92.05, SERVICE DISCONTINUED, 4. FEES

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

Section 1. Chapter 92, of the Polk City Code of Ordinances; Water Rates, Section 92.04, Billing for Water Service, is hereby amended by adding the Section 4. Shut off notices; and adding the Section 5. Handling fee of any dishonored payment:

4. Shut Off Notices. A fee of fifteen dollars (\$15.00) shall be added to the customer's utility bill when it remains unpaid by the fifth (5th) day of the month and the Clerk's office determines a shut-off letter should be sent to the customer.

5. Handling fee of any dishonored payment. A fee of twenty-five dollars (\$25) shall be added to the customer's utility bill when any payment given to the City in payment of a utility service or any other service rendered by the City has been returned or dishonored by the bank.

Section 2. Chapter 92, of the Polk City Code of Ordinances; Water Rates, Section 92.05, Service Discontinued, is hereby amended by deleting the Section 4. Fees and inserting the following:

4. Fees. A fee of seventy-five dollars (\$75.00) shall be charged and payable along with delinquent service amount before service is restored to a delinquent customer, provided that application is made no less than one hour prior to closing of any business day, Monday through Friday. The reinstatement fee shall be one hundred fifty dollars (\$150.00) if application is made at any other time. No fee shall be charged for the usual or customary trips in the regular changes in occupancies of property.

Section 3. The new fees and policies will start with billing in the month of March 2016, payable in April 2016.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-200

**AN ORDINANCE AMENDING CHAPTER 69 PARKING REGULATIONS,
SECTION 69.11 WINTER PARKING**

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

Section 1. Chapter 69, of the Polk City Code of Ordinances; Parking Regulations, Section 69.11, Winter Parking, is hereby amended by deleting said section and inserting the following:

69.11 Winter Parking. A snow ordinance is in effect any time there is one inch (1") accumulation of snow or any accumulation of ice. Therefore, no person shall park, abandon or leave unattended any vehicle on any public street during such times of any snow fall or ice accumulation or for a period of twenty-four hours (24) after the termination of any snow fall or ice accumulation. The Police Chief is hereby given authority to erect emergency no-parking snow removal signs at such time as the Police Chief believes appropriate and proper. No person shall park his or her car in violation of such emergency no-parking snow removal signs.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

69.11 Winter Parking. A snow ordinance is in effect ~~from November 1 to April 1 of each year~~ any time there is one inch (1") accumulation of snow or any accumulation of ice. Therefore, no person shall park, abandon or leave unattended any vehicle on any public street during ~~a snowfall which has accumulated one inch or more of snow~~ such times of any snow fall or ice accumulation or for a period ~~after the termination of such snowfall if parking such vehicle impedes snow removal operations~~ of twenty-four hours (24) after the termination of any snow fall or ice accumulation. The Police Chief is hereby given authority to erect emergency no-parking snow removal signs at such time as the Police Chief believes appropriate and proper. No person shall park his or her car in violation of such emergency no-parking snow removal signs.

70.03 Parking Violations: Alternate. Admitted violations, or parking violations which are uncontested, of parking restrictions imposed by this Code of Ordinances may be charged upon a simple notice of a fine payable at the office of the City Clerk. The simple notice of a fine shall be in the amount of ~~fifteen dollars (\$15.00)~~ forty-five dollars (\$45.00) for all violations except improper use of a person with disabilities parking permit. If such fine is not paid within thirty (30) days, it shall be increased by five dollars (\$5.00). The simple notice of a fine for improper use of a persons with disabilities parking permit is one hundred dollars (\$100.00). Failure to pay the simple notice of a fine shall be grounds for the filing of a complaint in District Court.

ORDINANCE NO. 2016-300

**AN ORDINANCE AMENDING CHAPTER 70 TRAFFIC CODE
ENFORCEMENT PROCEDURES, SECTION 70.03 PARKING VIOLATIONS:
ALTERNATE.**

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

Section 1. Chapter 70, of the Polk City Code of Ordinances; Traffic Code Enforcement Procedures, Section 70.03, Parking Violations: Alternate, is hereby amended by deleting said section and inserting the following:

70.03 Parking Violations: Alternate. Admitted violations, or parking violations which are uncontested, of parking restrictions imposed by this Code of Ordinances may be charged upon a simple notice of a fine payable at the office of the City Clerk. The simple notice of a fine shall be in the amount of forty-five dollars (\$45.00) for all violations except improper use of a person with disabilities parking permit. If such fine is not paid within thirty (30) days, it shall be increased by five dollars (\$5.00). The simple notice of a fine for improper use of a persons with disabilities parking permit is one hundred dollars (\$100.00). Failure to pay the simple notice of a fine shall be grounds for the filing of a complaint in District Court.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-400

**AN ORDINANCE AMENDING CHAPTER 135 STREET USE AND
MAINTENANCE, SECTION 135.13, FINE FOR PLACING DEBRIS ON OR
DUMPING OF SNOW**

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

Section 1. Chapter 135, of the Polk City Code of Ordinances; Street Use and Maintenance, is hereby amended by adding Section 135.13, Fine for Debris or Dumping of Snow:

135.13 Fine for Placing Debris On or Dumping of Snow. The penalty for this unlawful action as outlined in Section 135.03, Placing Debris On and Section 135.12, Dumping of Snow may be charged upon a simple notice of a fine payable at the office of the City Clerk. The simple notice of a fine shall be in the amount of twenty-five dollars (\$25.00). Failure to pay the simple notice of a fine shall be grounds for the filing of a complaint in District Court.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-500

**AN ORDINANCE AMENDING CHAPTER 22 PLANNING AND ZONING
COMMISSION, SECTION 22.06**

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

Section 1. Chapter 22, of the Polk City Code of Ordinances; Planning and Zoning Commission, is hereby amended by adding Section 22.06, Absenteeism:

22.06 Absenteeism. Any Commission Member may be removed from the Commission by the Mayor, with the concurrence of the Council, for good and sufficient cause which shall be stated in writing and filed with the Clerk and a copy thereof filed with the Chairperson of the Commission. Any Commission Member may be removed from the Commission for good and sufficient cause upon recommendation of the Commission, with the concurrence of the Mayor and the City Council. In addition, two (2) unexcused absences, or three (3) total absences from regularly scheduled meetings in any one calendar year are grounds for dismissal from the Commission. The Mayor shall appoint or recommend to Council a replacement, and with the approval of the Council shall fill such vacancy for the unexpired term.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-600

AN ORDINANCE AMENDING CHAPTER 23, PARK COMMISSION, SECTION 23.08

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

Section 1. Chapter 23, of the Polk City Code of Ordinances; Parks Commission, Section 23.08 is hereby amended by deleting said section and inserting the following:

23.08 Absenteeism. Any Commission Member may be removed from the Commission by the Mayor, with the concurrence of the Council, for good and sufficient cause which shall be stated in writing and filed with the Clerk and a copy thereof filed with the Chairperson of the Commission. Any Commission Member may be removed from the Commission for good and sufficient cause upon recommendation of the Commission, with the concurrence of the Mayor and the City Council. In addition, two (2) unexcused absences, or three (3) total absences from regularly scheduled meetings in any one calendar year are grounds for dismissal from the Commission. The Mayor shall appoint or recommend to Council a replacement, and with the approval of the Council shall fill such vacancy for the unexpired term.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-700

**AN ORDINANCE AMENDING CHAPTER 24 HISTORIC PRESERVATION
COMMISSION, SECTION 24.05**

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

Section 1. Chapter 24, of the Polk City Code of Ordinances; Historic Preservation Commission, is hereby amended by adding Section 24.05, Absenteeism:

24.05 Absenteeism. Any Commission Member may be removed from the Commission by the Mayor, with the concurrence of the Council, for good and sufficient cause which shall be stated in writing and filed with the Clerk and a copy thereof filed with the Chairperson of the Commission. Any Commission Member may be removed from the Commission for good and sufficient cause upon recommendation of the Commission, with the concurrence of the Mayor and the City Council. In addition, two (2) unexcused absences, or three (3) total absences from regularly scheduled meetings in any one calendar year are grounds for dismissal from the Commission. The Mayor shall appoint or recommend to Council a replacement, and with the approval of the Council shall fill such vacancy for the unexpired term.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-800

AN ORDINANCE AMENDING CHAPTER 24 CITY TREE BOARD, SECTION 26.05

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

Section 1. Chapter 26, of the Polk City Code of Ordinances; City Tree Board, is hereby amended by adding Section 26.05, Absenteeism:

26.05 Absenteeism. Any Board Member may be removed from the Board by the Mayor, with the concurrence of the Council, for good and sufficient cause which shall be stated in writing and filed with the Clerk and a copy thereof filed with the Chairperson of the Board. Any Board Member may be removed from the Board for good and sufficient cause upon recommendation of the Board, with the concurrence of the Mayor and the City Council. In addition, two (2) unexcused absences, or three (3) total absences from regularly scheduled meetings in any one calendar year are grounds for dismissal from the Board. The Mayor shall appoint or recommend to Council a replacement, and with the approval of the Council shall fill such vacancy for the unexpired term.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-900

AN ORDINANCE AMENDING CHAPTER 27, ARTS COUNCIL, SECTION 27.07

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

Section 1. Chapter 27, of the Polk City Code of Ordinances; Arts Council, is hereby amended by adding Section 27.07, Absenteeism:

27.07 Absenteeism. Any Member may be removed from the Arts Council by the Mayor, with the concurrence of the Council, for good and sufficient cause which shall be stated in writing and filed with the Clerk and a copy thereof filed with the Chairperson of the Arts Council. Any Member may be removed from the Arts Council for good and sufficient cause upon recommendation of the Arts Council, with the concurrence of the Mayor and the City Council. In addition, two (2) unexcused absences, or three (3) total absences from regularly scheduled meetings in any one calendar year are grounds for dismissal from the Arts Council. The Mayor shall appoint or recommend to Council a replacement, and with the approval of the Council shall fill such vacancy for the unexpired term.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

ORDINANCE NO. 2016-1000

AN ORDINANCE AMENDING CHAPTER 21, LIBRARY BOARD OF TRUSTEES, SECTION 21.13

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

Section 1. Chapter 21, of the Polk City Code of Ordinances; Library Board of Trustees, is hereby amended by adding Section 21.13, Absenteeism:

21.13 Absenteeism. Any Board Member may be removed from the Board by the Mayor, with the concurrence of the Council, for good and sufficient cause which shall be stated in writing and filed with the Clerk and a copy thereof filed with the Chairperson of the Board. Any Board Member may be removed from the Board for good and sufficient cause upon recommendation of the Board, with the concurrence of the Mayor and the City Council. In addition, two (2) unexcused absences, or three (3) total absences from regularly scheduled meetings in any one calendar year are grounds for dismissal from the Board. The Mayor shall appoint or recommend to Council a replacement, and with the approval of the Council shall fill such vacancy for the unexpired term.

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 this _____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

First Reading: _____

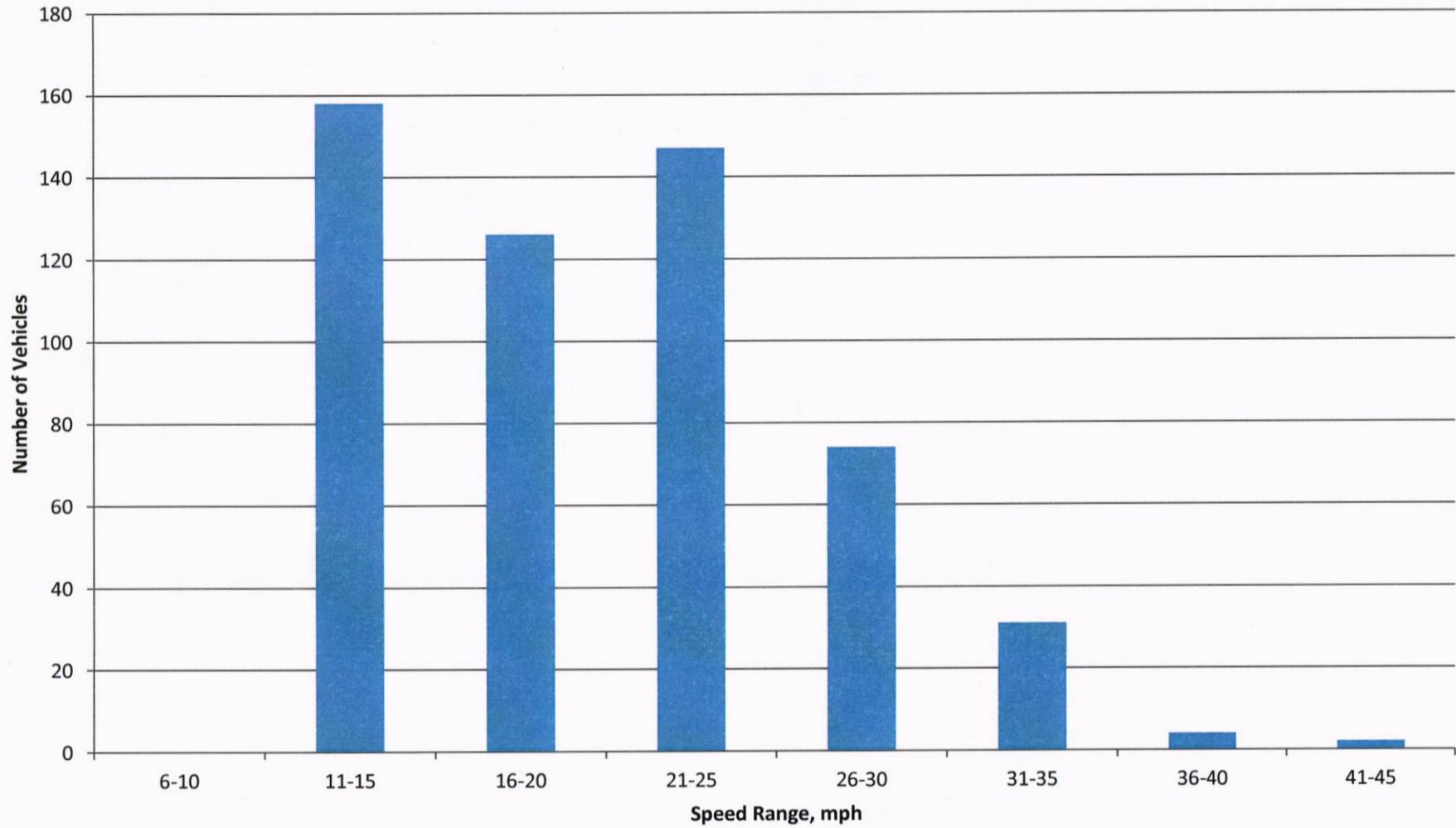
Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

Traffic Volume for Study, By Speed
Study Name is Booth St, South
Study Location was 200 Blk Booth St
Speed Limit was 25 mph Study Start Time was 16:10 on 12/08/2015
Study End Time was 11:55 on 12/09/2015



Traffic Volume for Study, By Speed
Study Name is Booth St, North
Study Location was 200 Blk Booth St
Speed Limit was 25 mph Study Start Time was 08:45 on 12/07/2015
Study End Time was 15:50 on 12/08/2015

