

Notice of Meeting
Polk City | City Council

March 14, 2016 | 6:30 pm
City Hall | Council Chambers
Broadcast live at www.polkcityia.gov/page/LiveStream

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
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 February 22, 2016
2. Consider motion to approve the City Council Workshop Minutes for February 22, 2016
3. Consider motion to receipt and file the Parks Commission Minutes for March 7, 2016
4. Consider motion to approve the March 14, 2016 Claims
5. Consider motion to approve the Order Accepting Acknowledgement/Settlement Agreement with Tournament Club of Iowa
6. Consider motion to approve Class C liquor License for American Legion Polk City Post 322 with Outdoor Services and Sunday Sales
7. Consider motion to receipt and file the February 2016 Water Report
8. Consider motion to approve Class C Liquor License for Brad and Cindy Martin doing business as Polk City Pub located at 217 W. Broadway Street with Outdoor Services and Sunday Sales
9. Consider motion to approve changing the first date for Sounds on the Square from May 27, 2016 to May 20, 2016
10. Consider motion to approve Resolution 2016-19 approving Snyder & Associates January 2016 invoice in the amount of \$28,972.94
11. Consider motion to approve Temporary Site Plan for Cornerstone Dental Customer Appreciation Event; June 16, 2016 4:00pm – 7:30pm
12. Consider motion to approve hiring Doug Tripple as a paid on call firefighter/paramedic starting at grade 6, step 1 or \$14.95 per hour
13. Consider motion to receipt and file the January 4, 2016 Library Board Meeting Minutes
14. Consider motion to receipt and file the February 2016 Library Stats
15. Consider motion to receipt and file the February 2016 Police Activity Report
16. Consider motion to recommend to Council the approval for the Middle School Softball teams to use the softball field and pitching machine at the PC Sports Complex from 4pm – 5:30pm for the following dates this Spring: 5/23, 5/25, 5/27, 5/31, 6/2, 6/3
17. Consider motion to approve annual donation of \$500 to the North Polk Post Prom

6. New Business

Action Items

1. FY 16-17 Budget
 - a. Public Hearing

- b. Consider motion to approve Resolution 2016-20 Budget FY 16-17
 - c. Consider motion to approve Resolution 2016-21 Identifying certain FY 16-17 Budget expenditures and their funding source
 2. Consider motion to approve FY 17-18 Budget Schedule
 3. Presentation by Metro Waste Authority for Yard Waste Collection from the Curb
 4. Carla Madson to discuss recent Snow Ordinance parking tickets with Council
 - a. Optional Council Action
 5. Bill Wells to discuss condition of back yard with Council
 - a. Optional Council Action
 6. Davis & Tyler Street Intersection Reconstruction Project
 - a. Consider motion to approve Resolution 2016-18 ordering construction of certain public improvements and fixing dates for a public hearing thereon and the taking of bids
 7. Consideration and possible action on last, best and final collective bargaining agreement offer
 8. Consider motion to approve continuation of multi-year contract with Total Quality for mowing and trimming services of City properties with a cost of \$2,667.00 for each mowing cycle, along with fertilizer and weed control with a cost of \$12,240.00 for the entire season of the fertilization program
 9. Review concept of Neighborhood Citizen Group, discussion of approval of concept and process to appoint members
7. Mayor's Report
8. Council Report
 1. Dan Lane
 2. David Dvorak
 3. Rob Mordini
 4. Robert Sarchet
 5. Ron Anderson
9. Council Discussion
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
 7. Police Department Report
 8. Library Report
 9. Citizen Liaison Report
12. Adjourn until March 28, 2016

The Economic Value of Arts, Cultural, and Heritage Organizations to the Central Iowa Economy

Dave Swenson

Department of Economics

Iowa State University

December 2015

Overview of Findings

This is an analysis of the regional economic contributions attributable to organizations receiving financial support from Bravo Greater Des Moines. The analysis is based on a survey of those organizations that was completed in 2015. That survey provided information about operational costs, employment, payroll, and visitorship. The survey information was then used to estimate the total economic contribution of these organizations to the central Iowa economy. Considering all linkages to the regional economy Bravo-funded venues supported

- \$120.9 million in total regional economic output, of which
- \$73.4 million was value added (the equivalent of GDP), and of that
- \$45.2 million was labor income flowing to 2,336 jobholders in the central Iowa economy

All of these organizations are sources of artistic, cultural, and educational enrichment, and they have value as intrinsic and important components of the regional economy. They produce services that employ and pay workers, require inputs from regional businesses, and are consumed by households, schools, and other regional and statewide institutions that serve Iowa.

These institutions are also strong components of the collective quality of life enjoyed in central Iowa. It is widely recognized that an essential element of regional livability includes access to an array of life-enriching opportunities. Vibrant modern urban economies have strong cultural, artistic, and entertainment foundations. This study merely measures their economic value to the region. Their total worth to the region and to the state is much greater and, in large part, immeasurable.

Introduction

This study estimates the regional economic value of the many regional organizations supported by Bravo Greater Des Moines (hereafter Bravo) in the Des Moines / West Des Moines Metropolitan Statistical

Area comprised of Dallas, Guthrie, Madison, Polk, and Warren County.¹ The values are estimated using an input-output model of the regional economy, which estimates the value of activity in the funded organizations along with all associated linkages those organizations have with the remainder of the central Iowa economy. This evaluation looked at the 58 entities that received financial support from Bravo, and survey information about their operations was used for this assessment. This evaluation is provided as a for-a-fee service of Iowa State University in support of regional economic development and community economic education.

Table 1 is a list of the surveyed organizations. They are divided into those primarily providing artistic or entertainment services to the community, of which there were 37, and the 21 providing cultural, heritage, or educational services to the region. This classification has a functional purpose as it allows for dividing the economic activity so that it aligns with the industrial classifications contained within the modeling system used for this study. Subsequent tables will describe the overall contributions of each classification to the regional economy as well as combined values to determine the overall economic effects of these regional assets.

Table 1

Bravo Funded Organizations

Primarily Arts and Entertainment Organizations	Primarily Cultural, Heritage, or Educational Organizations	
After School Arts Program	Des Moines Symphony Association	Altoona Area Historical Society
Ankeny Art Center	Des Moines Vocal Arts Ensemble	Ankeny Area Historical Society
Ankeny City Band	Downtown Events Group	Blank Park Zoo Foundation
Ankeny Community Chorus	Gateway Dance Theatre	Clive Historical Society
Ankeny Community Theater	Greater Des Moines Music Coalition	CultureALL
Ballet Theatre of Des Moines	Greater Des Moines Public Art Foundation	Greater Des Moines Botanical Garden
Central Iowa Wind Ensemble	Heartland Youth Choir	Historic Valley Junction Foundation
City Voices	Hoyt Sherman Place Foundation	I'll Make Me a World in Iowa
Civic Music Association of Des Moines	Iowa Shakespeare Experience	Iowa Architectural Foundation
Clive Public Arts Advisory Commission	Iowa Youth Chorus	Iowa Asian Alliance
Des Moines Art Center	Metro Arts Alliance	Iowa Gold Star Museum
Des Moines Arts Festival	Music Under the Stars	Iowa Hall of Pride
Des Moines Choral Society	Pride of Iowa Barbershop	Italian-American Cultural Center of Iowa
Des Moines Community Orchestra	Repertory Theater of Iowa	Latino Resources, Inc.
Des Moines Community Playhouse	StageWest Theater Company	Living History Farms Foundation
Des Moines Gay Men's Chorus	Tallgrass Theatre Company	Polk County Heritage Gallery
Des Moines Metro Opera	Waukee Area Arts Council	Salisbury House Foundation
Des Moines Performing Arts	West Des Moines Public Art Advisory Commission	Science Center of Iowa
Des Moines Social Club		State Historical Museum of Iowa
		Urbandale Historical Society
		West Des Moines Historical Society

¹ Guthrie and Madison County were added to the Des Moines MSA county list after the 2000 census. West Des Moines attained a core population in excess of 50,000 in 2002, according to U.S. Census estimates. Soon thereafter the region was classified as the Des Moines / West Des Moines Metropolitan Statistical Area.

While we value these organizations as the sources of artistic, cultural, and educational enrichment, they all have value as intrinsic and important components of the regional economy. All of these organizations produce services that employ and pay workers, require inputs from regional businesses, and are consumed by households, schools, and other regional and statewide institutions that serve Iowa. They are also important components of the regional quality of life to be enjoyed in the region. It is widely recognized that an important component to regional livability includes access to an array of artistic, entertainment, and cultural opportunities. Vibrant modern urban economies have strong cultural, artistic, and entertainment foundations, and these organizations contribute strongly to the region's total bundle of amenities.²

Compiling the Direct Values

This study uses a current input output model of the regional economy. The "inputs" into that model are the overall annual operational characteristics of the organizations that were surveyed. Table 2 contains those values. In all, the arts and entertainment organizations had \$41.2 million in operating expenditures in fiscal 2015, and the cultural and educational organizations had \$21.2 million in expenditures. The arts and entertainment group paid 1,411 job holders of all types \$13.7 million in labor incomes, while the cultural and educational group paid 367 job holders \$10.45 million in labor incomes. These are among the primary direct inputs used to model the value of these organizations to the regional economy.

Table 2

	Selected Direct Characteristics		
	Arts and Entertainment	Cultural, Heritage, or Educational	Total
Operating expenditures	\$ 41,179,429	\$ 21,224,900	\$ 62,404,329
Employee payroll	\$ 13,662,762	\$ 10,451,787	\$ 24,114,549
Full-time employees	153	192	345
Part-time employees	1,258	175	1,433
Total employees	1,411	367	1,778
Within-region visitors	1,641,248	1,294,593	2,935,841
Out-of-region visitors	394,697	369,827	764,524
Total visitors	2,035,945	1,664,420	3,700,365

² The most notable recent argument for the importance of nurturing creative activities is found in Florida, Richard, *The Rise of The Creative Class* (Basic Books, 2002). He talks about the importance of a wide array of creative activities when profiling modern economic growth, not just the artistic or cultural subset of that total. Many, however, narrowly reduce his treatise as one arguing that the arts create the conditions for broader economic growth. Florida's work in fact concludes there is a very strong coincidence of many creative groupings to include the necessary talents of scientists, educators, professionals, as well as artists or performers in healthy and dynamic metropolitan economies. Since, there have been energetic efforts nationwide to consider the importance of artistic and cultural assets within regional economic development and promotional activities.

Visitorship amounts are also listed in Table 2. Visitorship has an important role to play when calculating regional economic values. While local residents would be expected to patronize local arts, entertainment, or cultural facilities, visitors from outside of the region can be considered otherwise indifferent as to where they seek and obtain these services. Consequentially, those visitors have a measurable positive impact on the regional economy when they choose to patronize arts and cultural facilities in the Des Moines area. They represent service exports, i.e., sales to non-local persons, and the additional spending they make on travel, lodging, and other necessities is added to the impact estimates.

Table 2 also provides the foundation for estimating boosted visitor spending attributable to these institutions. For fiscal 2015, the cash-register value of that spending is estimated at \$13.04million. That value was arrived at by using historical surveys and analyses of visitor spending in the Des Moines region.³ For each visitor, spending was allocated across dining, miscellaneous retail, and transportation costs. The probability of an overnight stay is also addressed in the estimation process. Finally, the institutions were scored as to whether they would be expected to be the primary reason for the visit to the region or a secondary reason. The sum of those values and weights produced the expected increment to spending, which were then included in the economic modeling.

Computing the Total Economic Values

Input-output models (IO) are detailed compilations of a region's industrial structure, and they are used to evaluate the size of an industry or a group of industries and the value of those industries to a regional economy considering all regional inter-industrial transactions. The IO model for this analysis is made up of all of the industries and institutions contained within the five-county Des Moines / West Des Moines MSA. There are four kinds of economic values that are reported out of the modeling exercise:

- Industrial output: This is the value of what is produced by industries as measured on an annual basis. For many firms, it is analogous to gross sales.
- Value added: This represents payments to workers, to proprietors, to investors, and the indirect taxes that are part of production. Value added is analogous to gross regional product (GDP).
- Labor income: This is a subset of value added. It includes all wages, salaries, and benefits that are paid to workers and proprietors.
- Jobs. These are the actual number of full-time and part-time positions in industries, not the number of employed persons. Many employed persons have more than one job; hence, there are always more jobs in an economy than employed persons.

³ The visitor spending values reflect my own research, and they are significantly lower than values that are assumed by many local tourism officials or by state tourism surveys. One reason for this is that my values also include a probability that the visit is the primary reason for a visit or a secondary reason; hence, the visitor values are adjusted downward to reflect that probability.

These economic values are reported by four levels:

- Direct values: These are the values that are attributed to the firm or firms that are being assessed.
- Indirect values: All of the firms that are assessed require inputs from the regional economy. The degree to which the direct firms link to regional suppliers constitutes the indirect values.
- Induced values: When the workers in the direct firms and the workers in the supplying (indirect) industries convert their paychecks to household spending, they induce more economic activity in the region to meet household needs.
- Total values: The sum of direct, indirect, and induced values equals the total value or economic effect of an industry or group of industries to the region.

Table 3 presents the modeled results of the arts and entertainment sub-set of the survey. Those institutions had an estimated \$41.2 million in output in 2015, which required 1,411 jobs making \$14.48 million in labor income. Those Bravo-supported institutions required \$13.2 million in regionally-supplied inputs, which in turn supported an additional 117 jobs making \$4.3 million in labor income. When the direct and the indirect workers converted their labor incomes into household spending, they induced \$13.5 million in additional output in the region, which in turn required 113 jobs making \$4.6 million in labor income. Summed, then, the arts and entertainment group accounted for \$67.8 million in regional economic total output, \$41.4 million in total value added (or GDP), \$23.4 million in labor income, and 1,641 jobs.

Table 3

Arts and Entertainment Total Economic Values				
	Jobs	Labor Income	Value Added	Output
Direct	1,411	14,481,004	25,346,414	41,179,429
Indirect	117	4,261,673	8,040,895	13,185,035
Induced	113	4,632,256	8,018,896	13,476,597
Total	1,641	\$ 23,374,933	\$ 41,406,205	\$ 67,841,061

Table 4 contains the very same type of estimates for the cultural, heritage, and educational organizations. Looking only at the total values, those entities supported \$39.3 million in regional industrial output, \$23.9 million of value added (or GDP), \$16.7 million in total labor income, and 500 jobs.

Table 4

Cultural, Heritage, or Educational Total Economic Values				
	Jobs	Labor Income	Value Added	Output
Direct	367	10,875,903	12,354,473	21,224,900
Indirect	55	2,542,342	5,774,497	8,601,988
Induced	78	3,314,845	5,738,917	9,489,643
Total	500	\$ 16,733,091	\$ 23,867,887	\$ 39,316,531

Table 5 presents the combined results. Overall, Bravo-funded Des Moines area organizations accounted for \$107.2 million in regional economic output, supported \$65.3 million in value added, and explained \$40.1 million in area labor income to flowing 2,131 jobs in FY 2015.

Table 5

Combined Bravo Supported Programs Total Economic Values				
	Jobs	Labor Income	Value Added	Output
Direct	1,778	25,356,907	37,700,887	62,404,329
Indirect	172	6,804,016	13,815,392	21,787,023
Induced	191	7,947,101	13,757,813	22,966,240
Total	2,141	\$ 40,108,024	\$ 65,274,093	\$ 107,157,592

The next table (Table 6) presents the regional economic impacts of visitorship. Readers will remember that out-of-region visitors were estimated to have spent \$13.04 million in retail purchases, transport, dining and drinking, and for lodging coincident with their visits. Spending was allocated for retail, transport related, dining and drinking, and lodging. When those values were entered into the modeling system, they resulted in \$8.2 million in direct regional output requiring 152 jobs making \$3.2 million in labor incomes. When all rounds of economic activity worked their way through the economy, visitor spending supported \$13.8 million in total regional output, \$8.1million in value added, \$5.1 million in labor income, and 195 jobs.⁴

⁴ Readers will notice that the direct output value of \$8.2 million is much less than the estimated \$13.04 million in sales. When modeling visitor spending, total spending on retail goods (gasoline, general merchandise, etc.) is not entered into the model. The portion that represents the cost of the good that is sold, to include all in-transport costs, is first excluded as it is not counted as a component of retailers' output; however, all other retail costs (inputs, labor, O&M, etc.) are counted as output.

Table 6

Visitor Spending Total Economic Impacts				
	Jobs	Labor Income	Value Added	Output
Direct	152	3,214,685	4,801,727	8,172,907
Indirect	18	885,778	1,542,443	2,638,916
Induced	25	1,012,835	1,753,119	2,946,567
Total	195	\$ 5,113,298	\$ 8,097,289	\$ 13,758,390

Finally, Table 7 summarizes the Bravo-funded organization total values with the visitor values. In all, \$120.9 million in regional output, \$73.4 million in value added, \$45.2 million in labor income, and 2,336 jobs are supported.

Table 7

Total Regional Economic Activity Supported by Bravo-Funded Activities

	Bravo-Funded Organizations	Visitor Effects	Total Economic Effects
Total regional output \$	107,157,594	13,758,390	120,915,984
Total value added \$	65,274,093	8,097,289	73,371,381
Total labor income \$	40,108,024	5,113,298	45,221,322
Total jobs	2,141	195	2,336

Conclusions and Context

The artistic, entertainment, cultural, heritage, and educational institutions receiving assistance from Bravo make important contributions to the central Iowa economy. They directly or indirectly support 2,336 jobs and \$54.2 million in labor income. The combined regional economy is, however, very large. In 2014, there were 460,000 jobs in the region, and total personal income was \$29.4 billion.

Readers may notice that the phrase “economic impact” was only used when describing the visitorship outcomes. The vast majority of the activities studied provide services and enrichment opportunities to regional residents primarily – slightly less than three-quarters of patronage is local. As such, these venues serve a regional market overwhelmingly. The fractions that serve non-local markets – patronage by non-residents, for example – constitute export sales and, therefore, an increment to regional economic activity based on service exports.

The total economic value of the organizations to the regional economy is contained in Table 7. Nearly 26 percent of visitors were from out of the region. It is appropriate, then, to apportion 26 percent of the

values reported in Table 5 plus all of the values in Table 6, the visitor effects, as the economic impact values. Combined, just on a jobs basis, 730 of the jobs, about 31 percent of total jobs supported, are supported by non-local patronage. The remaining 69 percent of jobs exist to serve regional demands.

Modern urban economies require a wide array of economic, social, cultural, artistic, and natural amenities to sustain population levels and support growth. It is increasingly the case that a region's artistic and cultural foundations are important quality of life elements in the bundle of amenities that urban settlers value. While this study quantifies the economic value of these amenities using conventional measures, their overall worth to society is wholly intangible. And the nature of intangibles is that they are difficult, if not foolish, to attempt to price.

Addendum: State and Local Fiscal Impacts

All employment contributes to government accounts. Workers pay state and local taxes, fees, and charges. Those contributions, in turn, pay for the government services that workers and their families rely on.

As reported in Table 7, all Bravo-funded organizations ultimately supported \$45.2 million in labor incomes in fiscal 2015. Those labor incomes, in turn, supported own-source revenues for state and local governments. Table 8 provides those estimates. State revenue support amounted to \$2.82 million in taxes coupled with \$1.40 in charges and fees for a total of \$4.22 million. All local government tax collections were \$1.82 million plus \$1.31 million in charges for a total of \$3.13 million. Combined state and local own-source receipts were \$7.35 million.

Table 8

Estimated Fiscal Impacts

	State Government	All Local Governments
Total Taxes	2,816,481	1,820,470
Income Taxes	1,299,987	34,767
Sales Taxes	1,213,780	183,397
Property Taxes	-	1,575,257
All Other Taxes	302,714	27,049
Charges and Fees	1,401,754	1,310,759
 Total Own Source Revenues	 \$ 4,218,235	 \$ 3,131,230

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, February 22, 2016
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on February 22, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>Mayor Pro Tem and City Council Members Present:</u> Ron Anderson Pro Tem Rob Mordini City Council Member Dave Dvorak City Council Member Dan Lane City Council Member Robert Sarchet City Council Member</p> <p><u>Mayor Absent:</u> Jason Morse Mayor</p> <p><u>Citizen Liaison Absent:</u> Ken Thornton Citizen Liaison</p>	<p><u>Staff Members Present:</u> Gary Mahannah City Administrator Lindsey Huber City Finance Director Jenny Gibbons City Clerk Amy Beattie City Attorney Kathleen Connor City Engineering Representative Roger Sanders Interim Police Chief Dan Gubbins Fire Chief Kim Kellogg Library Director Mike Schulte Public Works Director Jake Schreier Technology Director</p>
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1. **Call to Order** / Mayor Pro Tem Ron Anderson called the meeting to order at 6:31 p.m.
2. **Roll Call** / Mordini, Sarchet, Anderson, Lane, Dvorak | In attendance
3. **Approval of Agenda**
MOTION: A motion was made by Sarchet and seconded by Mordini to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** / None
5. **Consent Agenda Items**
MOTION: A motion was made by Mordini and seconded by Lane to approve the amended consent agenda items.
 1. Consider motion to approve the City Council Meeting Minutes for February 8, 2016
 2. Consider motion to receipt and file the P&Z Commission Minutes for February 15, 2016
 3. Consider motion to approve the February 22, 2016 Claims
 4. Consider motion to approve the January 2016 Finance Report
 5. Consider motion to approve sending City Representatives to Partnership Washington DC Trip May 11-13, 2016
 6. Consider motion to approve the January 2016 Water Report
 7. Consider motion to receipt and file the FY 14/15 Audit Report
 8. Consider motion to receipt and file the November 9, 2015 Arts Council Meeting Minutes
 9. Consider motion to receipt and file the January 2016 Fire Department Activity Report
 10. Consider motion to approve Resolution 2016-14 approving the Fire Department advertising and selling excess equipment**MOTION CARRIED UNANIMOUSLY**
6. **New Business**
 1. Lakeside Fellowship Church
 - a. **MOTION:** A motion was made by Lane and seconded by Dvorak to approve Resolution 2016-17 approving the Access Road Agreement for Lakeside Church
MOTION CARRIED UNANIMOUSLY

b. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-13 approving the Amended Site Plan for Lakeside Fellowship Church

MOTION CARRIED UNANIMOUSLY

2. Highway 415 intersections and turn lanes

a. Snyder and Associates presented report on S 3rd Street and W Bridge Road: Signal Warrant Analysis/Intersection Geometry Review. Signal Warrant to be met with Crossroads by the Lakes development

b. **MOTION:** A motion was made by Lane and seconded by Sarchet to approve Resolution 2016-13 approving the agreement with the Iowa Department of Transportation for turn lanes on Hwy 415

MOTION CARRIED UNANIMOUSLY

3. **MOTION:** A motion was made by Mordini and seconded by Lane to approve FY 16/17 Budget and to order Public Hearing for March 14, 2016 at 6:30 p.m.

MOTION CARRIED UNANIMOUSLY

4. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2016-16 approving the proposed Scope of Services for Police Chief Search with Moulder and Associates

MOTION CARRIED UNANIMOUSLY

7. **Mayor Report** | No report

8. **Council Report**

1. Anderson complimented Snyder and for being so well prepared and providing a good presentation at the last Planning and Zoning meeting. He also shared his appreciation for the P&Z Commission diligence looking out for the City's best interest.
2. Lane discussed E bike policies and will forward the article that includes attributes of a bike friendly community
3. Dvorak discussed HomeServe insurance policies growing from 38 to 105 in a month, commended Council and Staff for their work and decision in implementing this option for the residents
4. Sarchet requests more communication with the Finance Committee and Council throughout the year in the hopes that next Budget Season is better

9. **Council Discussion** | No report

10. **City Administrator Report** | No report

11. **City Reports** |

Kathleen Connor, City Engineering representative provided Council with an advanced draft copy of the Comprehensive Plan for review and questions or comments.

Lindsey Huber, Finance Director welcomed Council to visit her with any questions or suggestions, and would welcome feedback on the Monthly Finance Report she provides

12. **Adjournment**

MOTION: A motion was made by Lane and seconded by Dvorak to adjourn at 7:15 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, March 14, 2016

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk

MEETING MINUTES
The City of Polk City
Council Workshop
5:00 p.m., Monday, February 22, 2016
City Hall

A Council Workshop was held on Monday February 22, 2016 at 5:01 p.m. at City Hall in Polk City IA.

<u>City Council Members Present:</u> Ron Anderson Pro Tem Robert Mordini City Council Member Robert Sarchet City Council Member David Dvorak City Council Member Dan Lane City Council Member	<u>Staff Members Present:</u> Gary Mahannah City Administrator Lindsey Huber City Finance Officer Jake Schreier Technology & Innovation Kim Kellogg Library Director Mike Schulte Public Works Director Dan Gubbins Fire Chief
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Minutes

Staff presented the Budget figures per fund and program for the FY 16/17 Budget. Council asked questions on various items included in the Budget as well as priorities. Council made suggestions to Staff on changes they wanted.

Adjournment – Meeting Adjourned at 6:27 p.m.

Jenny Gibbons, City Clerk

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, March 7, 2016
City Hall

Polk City, Parks Commission held a meeting at 6:00 p.m., on March 7, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>Parks Commission Members Present:</u> Audrey Bell Chair David Hiatt Parks Commission Member Bob Fourez Parks Commission Member Andy Johnson Parks Commission Member Kelley Haaland Parks Commission Member Sam Hill Parks Commission Member</p> <p><u>Parks Commission Members Absent:</u> Josh Reed Pro Tem</p> <p><u>Additional Attendees:</u> David Dvorak City Council Liaison Ken Morse Tree Board Liaison</p>	<p><u>Staff Members Present:</u> Becky Leonard Deputy City Clerk</p>
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1. **Call to Order** / Chair Bell called the meeting to order at 6:00 p.m.
2. **Roll Call** / Chair Bell, Hiatt, Fourez, Johnson, Haaland, Hill | In attendance
3. **Approval of Minutes**

MOTION: A motion was made by Hill and seconded by Fourez to approve the February 1, 2016 Meeting Minutes

MOTION CARRIED UNANIMOUSLY
4. **Audience Items**

Ken Morse recently trimmed trees in various parks and shared concerns over the situation where residents aren't picking up after their dogs. Commission recommended a flier be given at time pets are licensed along with reminders shared via social media and city website.
5. **New Business**
 - a. Presentation on "Tobacco-Free Parks" given by Brian Vanderheyden, Coordinator, Tobacco Control, American Lung Association in Iowa. Hill and Johnson suggested staff prepare ordinance to review at subsequent meeting for future Council meeting.
 - b. **MOTION:** A motion was made by Haaland and seconded by Hill to recommend City Council approve the Middle School Softball teams to use the softball field at the PC Sports Complex for the following dates this Spring.
 - i. Dates: 5/23, 5/25, 5/27, 5/31, 6/2, 6/3

ii. Times: 4pm - 5:30pm

MOTION CARRIED UNANIMOUSLY

- c. ***MOTION:*** A motion was made by Johnson and seconded by Fourez to recommend City Council approve changing the first date for Sounds on the Square from May 27, 2016 to May 20, 2016

MOTION CARRIED UNANIMOUSLY

- d. Commission reviewed list of current City Parks and discussed future plans for potential parks that are yet to be developed. Future discussions regarding park needs and amenities will continue.

6. ***Tree Board Liaison Report*** / Ken Morse reported that he attended Iowa State University's Shade Tree short course a couple weeks ago and he attended classes on tree damage assessment. Most of the city park trees were trimmed this past weekend. There is also more furniture in the works for Westside Park.

7. ***Council Liaison Report*** | Dave recommended meeting at Lakeside Linear park for the next meeting. He also mentioned that during the last council workshop, budget discussions for parks focused on essentials for potential new sites coming online including signage, infrastructure, paving, resurfacing as part of the goal.

8. ***Staff Report*** / No report

9. ***Public Works Report*** | No report

10. ***Commission Report*** | No report

11. ***Adjournment***

MOTION: A motion was made and seconded to adjourn at 7:27 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, April 4, 2016

CLAIMS REPORT

The City of Polk City

For 3/14/2016

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
BUILDING	ADVENTURE LIGHTING	10 LAMP BALLAST	\$84.00
BUILDING	CYCLONE PEST MANAGEMENT	PEST MANAGEMENT	\$42.50
BUILDING	SAFE BUILDING COMP. & TECH	BUILDING INSPECTIONS	\$6,028.27
CH	ALLIANCE CONNECT	INTERNET CHARGES	\$59.98
CH	BRICK LAW FIRM	LEGAL SERVICES	\$2,580.97
CH	CENTURY LINK	PHONE SERVICE	\$529.36
CH	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$30.50
CH	CYCLONE PEST MANAGEMENT	PEST MANAGEMENT	\$9.50
CH	M & M SALES COMPANY	COPIER RENTAL	\$173.71
CH	MEDIACOM	INTERNET SERVICE	\$69.95
CH	PC PRINT CENTER	OFFICE SUPPLIES	\$51.65
CH	REGISTER MEDIA	MINUTES/ORDINANCES	\$2,293.31
CH	STOREY KENWORTHY	CHAIRS	\$2,416.40
FD	AMIN BAKRI	COT INSPECTION/REPAIR	\$300.00
FD	ARROW INTERNATIONAL	IO SUPPLIES	\$480.06
FD	BASCOM TRUCK & AUTOMOTIVE	RESCUE 458 REPAIR	\$1,112.08
FD	BINDER LIFT LLC	BINDER LIFTING DEVICE	\$1,498.00
FD	BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$211.64
FD	CITY OF ANKENY AMBULANCE	PARAMEDIC TIER 12/8/15	\$400.00
FD	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$15.00
FD	CYCLONE PEST MANAGEMENT	PEST MANAGEMENT	\$19.50
FD	DES MOINES AREA COMM.COLLEGE	EMT CRAIG SOSBY	\$873.00
FD	IOWA FIRE CHIEFS ASSOC.	ANNUAL DUES	\$50.00
FD	MEDIX OCCUPATIONAL HEALTH	PRE-EMPLOYMENT PHYSICALS	\$1,986.50
FD	MERCY NORTH PHARMACY	RX SUPPLIES	\$3,076.99
FD	NELSON AUTOMOTIVE	REPAIR PARTS	\$2,723.32
FD	PHYSIO-CONTROL	LP15 MODEMS	\$1,321.20
FD	POLK CITY FIREFIGHTERS ASSOC	CHECK CASHED IN ERROR	\$680.00
FD	RACOM	RADIO MONTHLY FEES	\$658.00
FD	TIRES PLUS	TIRE-4501	\$92.91
FD	VERIZON WIRELESS	PHONE AND DATA PLAN	\$323.82
LIB	AMAZON	CREDIT CARD	\$2,354.85
LIB	CENTURY LINK	PHONE SERVICE	\$252.53
LIB	CYCLONE PEST MANAGEMENT	PEST MANAGEMENT	\$48.00
LIB	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$480.00
LIB	RECORDED BOOKS LLC.	BOOKS ON CD	\$99.00
LIB	RICHARD TAYLOR	TECH SUPPORT	\$400.00
PARKS	CYCLONE PEST MANAGEMENT	PEST MANAGEMENT	\$19.50
PARKS	HOPKINS SPORTING GOODS	VOLLEYBALL NET	\$29.99
PARKS	PARKER SIGNS & GRAPHICS INC	DOC SIMMER MEMORIAL PARK SIGN	\$3,488.00
PD	BRICK LAW FIRM	TEAMSTERS	\$3,945.00
PD	CARPENTER UNIFORM CO.	UNIFORM-CLINGAN	\$149.98
PD	CENTURY LINK	PHONE SERVICE	\$49.83
PD	DANIEL HEFLIN	REIMBURSEMENT-WITNESS FEES	\$17.60
PD	DES MOINES STAMP MFG. CO.	NOTARY STAMP-LAMFERS	\$28.70
PD	GALL'S INC.	BOOTS	\$305.98
PD	IA DEPT OF TRANSPORTATION	VEHICLE INSPECTIONS	\$500.00
PD	LAW ENFORCEMENT SYSYSTEMS, INC.	PARKING TICKETS/PROTECTORS	\$95.00
PD	SPRINT	PHONE/DATA SERVICES	\$55.69
PD	TIME TO SHINE CARWASH	CARWASH TOKENS	\$183.60
PD	T-MOBILE	PHONE SERVICE	\$95.50
PD	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$569.20
PW	ANKENY SANITATION	TRASH SERVICE	\$319.00

CLAIMS REPORT
The City of Polk City

For **3/14/2016**

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
PW	ARDICK EQUIPMENT CO.	SIGNS	\$1,260.45
PW	ARNOLD MOTOR SUPPLY	VEHICLE PARTS & SUPPLIES	\$654.81
PW	BELLER DISTRIBUTING LLC	FUEL/OIL TREATMENT	\$745.89
PW	CAPITAL CITY EQUIPMENT CO.	REPAIR TEE VALVE	\$517.19
PW	CENTRAL PUMP & MOTOR	REPAIR-BIG CREEK LIFT STN	\$250.00
PW	CENTURY LINK	PHONE SERVICE	\$380.86
PW	CHR TIRE AND AUTO	REPAIR TRUCK 209	\$1,993.49
PW	CTI CONFERENCE TECHNOLOGIES	WINTER SERVICE	\$363.18
PW	METRO WASTE AUTHORITY	CURB IT RECYCLING	\$3,783.99
PW	DES MOINES WATER WORKS	PURCHASED WATER	\$13,833.14
PW	DES MOINES WATER WORKS	PUMPING STATIONS	\$10,075.02
PW	DES MOINES WATER WORKS	REPAIR 1109 WESTSIDE/1304 SUNSET	\$4,392.78
PW	GNA TRUCKING LLC	TRUCKING SERVICES	\$2,054.71
PW	GURNSEY ELECTRIC CO	SIREN-WESTSIDE DR	\$1,189.06
PW	H.D. WATERWORKS SUPPLY	REPAIR PARTS	\$2,771.98
PW	HAWKINS INC	AZONE/BLEACK & ALKALI	\$527.30
PW	I.A.M.U.	CIASSO MAR-MAY BILLING	\$714.75
PW	KECK ENERGY	DIESEL FUEL	\$635.56
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$926.46
PW	MARTIN MARIETTA AGGREGATES	2 LOAD CLEAN/1 LOAD SSAND	\$1,178.24
PW	NEW PIG	MATS/DISPENSER	\$505.08
PW	POLK COUNTY HEATING & COOLING	REPAIR WATER SVC 410 WALNUT	\$110.00
PW	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$855.96
PW	OSTRANDER, WILLIE	REIMBURSEMENT FOR WATER TESTS	\$180.00
ALL DEPT	FIRST BANKCARD	CITY CREDIT CARDS	\$7,086.59
TOTAL			\$100,665.56
	BUILDING		\$6,154.77
	CH		\$8,215.33
	FD		\$15,822.02
	LIB		\$3,634.38
	PARKS		\$3,537.49
	PD		\$5,996.08
	PW		\$50,218.90
	<u>ALL DEPT</u>		<u>\$7,086.59</u>
	TOTAL		<u>\$100,665.56</u>

**ORDER ACCEPTING
ACKNOWLEDGMENT/SETTLEMENT AGREEMENT**

IN RE:	:	
	:	
Permit Holder:	:	
Tournament Club of Iowa	:	FIRST VIOLATION
1000 Tradition Drive	:	
Polk City, Iowa 50226	:	
	:	

NOW ON THIS the ____ day of _____, 2016, in lieu of a public hearing on the matter, the Polk City City Council approves the attached Acknowledgment/Settlement Agreement between the above-captioned Permit Holder and the City of Polk City.

WHEREFORE, the Polk City City Council **FINDS** that the above captioned Permit Holder has remitted to the City of Polk City a civil penalty in the amount of Three Hundred Dollars (\$300.00). Be advised that this sanction will count as a First Violation of Iowa Code Section 453A.2(1), pursuant to Iowa Code Section 453A.22(2)(a).

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

Dated at Polk City, Iowa, the ____ day of _____, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

Copies to:
Amy S. Beattie
BRICK, GENTRY, BOWERS, SWARTZ & LEVIS, P.C.
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266
Telephone: (515) 274-1450
Fax: (515) 274-1488
E-mail: amy.beattie@brickgentrylaw.com

Applicant License Application (LC0008074)

Name of Applicant:	<u>PolkCity Post No 232 the American</u>				
Name of Business (DBA):	<u>Polk City Post No. 232, American Legion, The</u>				
Address of Premises:	<u>114 W Broadway</u>				
City	<u>Polk City</u>	County:	<u>Polk</u>	Zip:	<u>5022600</u>
Business	<u>(515) 984-9345</u>				
Mailing	<u>P O Box 337</u>				
City	<u>Polk City</u>	State	<u>IA</u>	Zip:	<u>502260337</u>

Contact Person

Name	<u>Cayla</u>		
Phone:	<u>(515) 984-9345</u>	Email	<u>financeofficer232@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 02/24/2017

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>80051</u>	Federal Employer ID	<u>42-6076875</u>

Ownership

Larry Matijevich

First Name: Larry

Last Name: Matijevich

City: Polk City

State: Iowa

Zip: 50226

Position: Trustee

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Scottsdale Insurance Company</u>		
Policy Effective Date:	<u>02/24/2016</u>	Policy Expiration	<u>02/24/2017</u>
Bond Effective	Dram Cancel Date:		
Outdoor Service Effective	Outdoor Service Expiration		
Temp Transfer Effective	Temp Transfer Expiration Date:		

Polk City Water Department

Monthly Report

Month Feb

Year 2016

Total Water Pumped 8923290 Gallons
Monthly Daily Avg 307699 Gallons

Testing Results

- SDWA Bacteriological Coliform Analysis absent 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 .8 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 .74 mg/l Polk City Lab.
Fluoride in System- Monthly Average .77 mg/l Polk City Lab.
- Chlorine Free At Plant- Monthly Average 1.49 mg/l Polk City Lab.
Chlorine Total at plant- Monthly Average 2.58 mg/l Polk City Lab.
Chlorine Free in System- Monthly Average .99 mg/l Polk City Lab.
Chlorine Total in System- Monthly Average 1.18 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 6.54 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 .27 mg/l Polk City Lab.
Manganese Finish Water- Monthly Average .11 mg/l Polk City Lab.
Manganese System Water- Monthly Average .04 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 7.9 mg/l Polk City Lab.
pH Finish Water-Monthly Average 7.9 mg/l Polk City Lab.
pH System Water- Monthly Average 8.1 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 _____

Applicant License Application ()

Name of Applicant:	<u>B&C Enterprise, LLC</u>		
Name of Business (DBA):	<u>Polk City Pub</u>		
Address of Premises:	<u>217 W. Broadway</u>		
City	<u>Polk City</u>	County:	<u>Polk</u>
		Zip:	<u>50226</u>
Business	<u>(515) 984-9388</u>		
Mailing	<u>2605 NW 3rd Street</u>		
City	<u>Ankeny</u>	State	<u>IA</u>
		Zip:	<u>50023</u>

Contact Person

Name	<u>Bradley Martin</u>		
Phone:	<u>(515) 988-4866</u>	Email	<u>Bmartin71157@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 03/23/2016

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>517142</u>	Federal Employer ID	

Ownership

Bradley Martin

First Name: Bradley **Last Name:** Martin
City: Ankeny **State:** Iowa **Zip:** 50023
Position: President
% of Ownership: 50.00% **U.S. Citizen:** Yes

Cindy Gessmann

First Name: Cindy **Last Name:** Gessmann
City: Ankeny **State:** Iowa **Zip:** 50023
Position: Vice President
% of Ownership: 50.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	<u>Scottsdale Insurance Company</u>
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Insurance Company: Scottsdale Insurance Company

Policy Effective Date: 03/23/2016

Policy Expiration 03/23/2017

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Archived: Friday, March 11, 2016 12:02:48 PM

From: [Matzen, Kyle](#)

Sent: Tuesday, March 01, 2016 10:50:32 AM

To: [Jenny Gibbons](#)

Subject: RE: Request for town square, Sounds on the Square Concert Series

Importance: Normal

Jenny,

Can you change our first date from May 27th to May 20th. We will avoid Memorial Day weekend this way.

Sorry for the change and thank you!

-Kyle

Kyle Matzen, AAMS

Edward Jones Investments

Office: (515) 984-6073

Cell: (515) 745-1519

Fax: 1 800 246-1397

edwardjones.com

Mary Leimer

Sr. Branch Office Administrator

Office: (515) 984-6073

mary.leimer@edwardjones.com

" The highest compliment you can provide us is the introduction to another family member or friend. We value and appreciate your trust and the referral of our service. Thank you in advance!"

From:
Sent: Tuesday, February 09, 2016 10:03 AM
To:
Subject: RE: Request for town square, Sounds on the Square Concert Series

This was approved at the Council Meeting last night. Just make sure you pull the proper permits for the alcohol and hire an officer to be on duty

From:
Sent: Wednesday, January 13, 2016 2:45 PM
To:
Subject: Request for town square, Sounds on the Square Concert Series

Becky/Jenny,

Jason wanted me to send over a request for the Sounds on the Square Concert Series. These are the dates we will have live music and alcoholic beverages in the square.

Friday, May 27th 6-8pm

Friday, June 24th 6-8pm

Saturday, August 27th 11:30am Big Creek Bike Ride, Concert Series to follow at 2-4pm.

Thank you,

Kyle

Polk City Chamber President

Kyle Matzen, AAMS

Edward Jones Investments

Office: (515) 984-6073

Cell: (515) 745-1519

Fax: 1 800 246-1397

edwardjones.com

Mary Leimer

Sr. Branch Office Administrator

Office: (515) 984-6073

mary.leimer@edwardjones.com

" The highest compliment you can provide us is the introduction to another family member or friend. We value and appreciate your trust and the referral of our service. Thank you in advance!"

Kyle Matzen, AAMS®

Financial Advisor

Edward Jones

201 N 3rd Street Suite G

Polk City, IA 50226

(515) 984-6073

www.edwardjones.com

If you are not the intended recipient of this message (including attachments) or if you have received this message in error, immediately notify us and delete it as well as any attachments.

If you do not wish to receive any email messages from us, excluding administrative communications, please email this request to messages@edwardjones.com along with the email address you wish to unsubscribe.

For important additional information related to this email, visit www.edwardjones.com/US_email_disclosure. Edward D. Jones & Co., L.P. d/b/a Edward Jones, 12555 Manchester Road, St. Louis, MO 63131 © Edward Jones. All rights reserved.

RESOLUTION 2016-19

**A RESOLUTION APPROVING SNYDER & ASSOCIATES, INC
ENGINEERING INVOICE FOR JANUARY SERVICES 2016**

WHEREAS, Snyder & Associates, Inc has been appointed by the City Council of the City of Polk City, Iowa, as the city's engineer; and

WHEREAS, there are general engineering fees, fees for engineering contracts for capital improvement projects, reimbursable development review project fees, as listed

General Engineering Fees:	\$5,973.00
Capital Improvement Projects:	\$15,969.44
Reimbursable Development Review Projects:	\$7,030.50

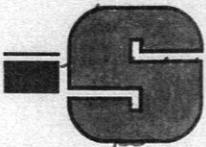
NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Snyder & Associates invoice for January 2016, in the amount of \$28,972.94

PASSED AND APPROVED the 14th day of March, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk



RECEIVED
FEB 29 2016
BF:

Date February 25, 2016
To: Gary Mahannah
City of Polk City
P.O. Box 426
Polk City, IA 50226-0426

INVOICE SUMMARY - JANUARY SERVICES

Services from January 1, 2016 through January 31, 2016

GENERAL ENGINEERING

2016 General Engineering 001.680.6407	116.0001	\$ 2,322.00
Building and Development issues: 001.170.6407 <i>Walk-thru's, coordination with developers, engineers, building inspector, and staff regarding various potential and ongoing projects.</i>	116.0001	\$ 1,892.00
Miscellaneous Projects: 600.810.6407 <i>Coordinate with Iowa DOT re: Agreement for 3R project; review draft DMWW Joint Water System master plan.</i>	116.0001	\$ 1,759.00
Zoning & Subdivision Ordinances:	116.0001	\$ -

SUBTOTAL

\$ 5,973.00

CAPITAL IMPROVEMENT PROJECTS

Comprehensive Plan 001.680.6430	114.1068	\$ 2,349.44
Hwy 415 Turn Lanes & Bridge Road Intersection Study	116.0111	\$ 7,850.00
Davis and Tyler Street Intersection Improvements	115.0944	\$ 5,770.00

SUBTOTAL

\$ 15,969.44

REIMBURSABLE DEVELOPMENT REVIEW PROJECTS 001.170.6407

Crossroads at the Lakes Rezoning and Master Plan	115.1065	\$ 602.00
Lakefront Office Park Site Plan and Plat	116.0077	\$ 2,500.00
Lakeside Fellowship Amended Site Plan	116.0074	\$ 1,600.00
Sires Plat of Survey	116.0076	\$ 500.00
Wolf Creek Townhomes Plat 9: Construction Observation	114.0056	\$ 1,428.50
Wolf Creek Townhomes Plat 11: Final Plat	115.0569	\$ 200.00
Wolf Creek Townhomes Plat 12: Final Plat	115.0568	\$ 200.00

SUBTOTAL

\$ 7,030.50

TOTAL

\$ 28,972.94

CITY OF POLK CITY, IOWA
TEMPORARY SITE PLAN

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

Date: 2/25/16 Fee: \$ _____

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

Phone 515 984 6001 or 515 984 3065 klane@cornerstonedentalgroup.com

Occupied as Polk City, LLC - Tender Years

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

Attach Plans:

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

Date(s) and Time(s) to commence temporary use June 16 4:00 p.m

Date(s) and Time(s) to cease temporary use June 16 7:30 p.m

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

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

Site to be re-seeded by NA

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

Culvert needed? Yes _____ No

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

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

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

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

Electrical service to be provided: Yes _____ No

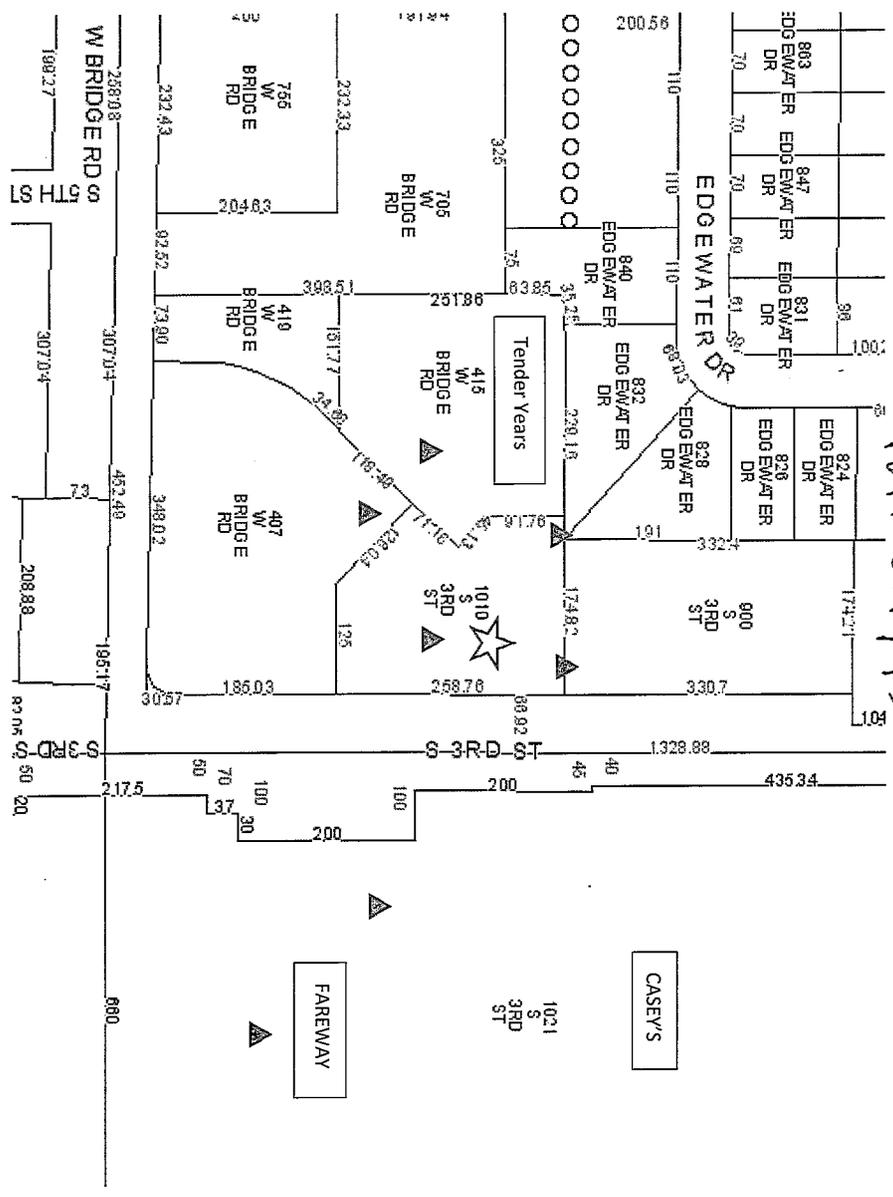
NO SMOKING signs posted? yes Marking of exits? yes

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

Approved by: _____ Date: 2/23/16

Inspection Date: _____

Polk City, IA



Site Plan Map
Customer Appreciation Event

★ Event Location, June 10, 2016

Expected attendance (300 Through-out evening)

Parking for Guests:

- ▲ Polk City Dental, LLC (43 spaces)
- Tender Years (20-25)
- Grass Areas (20)
- Fareway (50)
- Pharmacy (15)

Total: 103

Note: Map not to scale



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



March 4, 2016

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

- We have offered conditional employment to Doug Tripple as a paid on call firefighter/paramedic. Doug is a resident of Polk City and comes to us with 12 years of experience with Des Moines Fire Department. He will start at grade 6, step 1 or \$14.95.

Thanks,

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

Dan Gubbins
Fire Chief

Polk City Fire Department Member Application

Personal:

Name: Tripple Douglas Warren Date: 12/5/2015
Last First Middle

Address: (Number & Street) 301 Sweetwater Circle
 (City, State, Zip Code) Polk City, Iowa 50226

Daytime Phone Number: 515-205-6484 Evening Phone Number: 515-205-6484

Desired start date: _____ E-mail Address: doug@trippie.us

Social Security Number: [REDACTED] Are you over 18 years old? Yes No

Education:

School	Years Completed (circle one)	Diploma/Degree Earned	List School(s), City/State
High School	1 2 3 <u>4</u>	Diploma: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No G.E.D.: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	MT Markham West Winfield NY
College and/or Vocational School	1 2 3 <u>4</u>	US NAVY Nuclear Power School	US NAVY, Orlando FL
Other Training or Degrees	Paramedic	NREMT-P	Mercy, Des Moines Iowa

Fire Certification (If you are not certified, please leave blank):

Attach Copy of All Certification(s)

Type of Certification(s) Held: FF I + II, Hazmat Tech, Wet team, Ice Rescue, Wildland (Red card)

Professional Membership(s): _____

EMS Certification (If you are not certified, please leave blank):

Attach Copy of All Certification(s)

Type of Certification(s) Held: Iowa Paramedic (National)

Iowa Certification Number: PM-17-103-11 Expiration Date: 3/31/18

Professional Membership(s): Paramedic Evaluator, Instructor

Record of Conviction:

Have you ever been convicted of a crime other than minor traffic offense? Yes No

If yes, fully explain: _____

(A conviction will not necessarily automatically disqualify you for membership. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).

Employment:

Please list employment history, with your current employer first (including U.S. Military Service), for the last 10 years. If any employment was under a different name, indicate name.

Employer: Principal financial Position: System Analyst - Lead
Address: 750 Park
Telephone: _____ Dates of Employment: From (Mo/Yr) 9/28 To (Mo/Yr) current
Supervisor: Joe Ryan Department: IS
(Circle one) FT PT No. of Hrs. per Week: 40
Duties: Manage & Administer Email Environment
Reason for Leaving: N/A

Employer: Des Moines Fire Position: firefighter, fire Medic, Senior medic
Address: 1120 Mollberry
Telephone: _____ Dates of Employment: From (Mo/Yr) 9/04 To (Mo/Yr) 10/15
Supervisor: Station Captain Department: Fire
(Circle one) FT PT No. of Hrs. per Week: 53 or 56
Duties: fire protection, suppression, Medical care
Reason for Leaving: personal & family Reasons

Employer: _____ Position: _____
Address: _____
Telephone: _____ Dates of Employment: From (Mo/Yr) _____ To (Mo/Yr) _____
Supervisor: _____ Department: _____
(Circle one) FT PT No. of Hrs. per Week: _____
Duties: _____
Reason for Leaving: _____

Explain any gaps in work history: N/A

Have you ever been discharged or asked to resign from a job, or resigned to avoid termination?
 Yes X No If yes, explain: _____

Have you ever been an applicant or member of any fire or rescue agency? X Yes No
If so, please state agency name, location, contact information, and dates of membership _____
DMFD, Des Moines, Iowa

Please describe any additional work experience, volunteering, community involvement, or training: _____
Volunteer ff + EMT-B for Altoona FD
Paramedic for Fraser Ambulance
ff, Senior Medic, Fire Medic for DMFD
Ice Rescue, Wet Team, Hazmat tech, Wildland Fire Rescue
(Red card)

References:

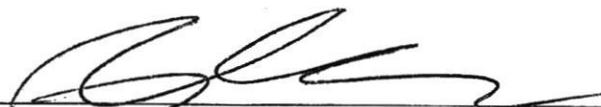
Name: Joe Hogan (Captain DMFD) Phone: 515-771-2818
Address: _____ Relation: Co-Worker

Name: Dave Sanchez (Firefighter DMFD) Phone: 515-210-5871
Address: _____ Relation: Co Worker

Name: _____ Phone: _____
Address: _____ Relation: _____

Applicant's Certification and Agreement

- ▶ I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge. I authorize the Polk City Fire Department, its Officers, and or the City of Polk City to verify their accuracy and to obtain reference information by contacting educational institutions, references or employers, and to rely on and use such information as they see fit.
- ▶ I hereby release the Polk City Fire Department, its Officers, members, and the City of Polk City from any/all liability of whatever kind and nature that, at any time, could result from obtaining and having a membership decision based on such information. This application and all information obtained is the property of the Polk City Fire Department.
- ▶ I understand that, if granted membership, falsified statements of any kind or omissions of facts called for on this application, regardless of the time of discovery, shall be considered sufficient basis for dismissal.
- ▶ I understand that should an offer of membership be extended to me and accepted that I will fully adhere to the policies, rules and regulations of the department. However, I further understand that neither the policies, rules, regulations of membership or anything said during the interview process shall be deemed to constitute the terms of an implied contract for continued membership. I understand that any membership is for an indefinite duration and at will and that either I or the department may terminate my membership at any time with or without notice or cause.
- ▶ I understand that if I am offered membership, membership is conditioned upon my providing such other and further information as may be required by the Polk City Fire Department, its Officers, and or the City of Polk City.



 Signature of Applicant

12/5/15

 Date

Douglas W. Tripple

 Printed Name of Applicant

Department Use Only: Do not write in this space.

Application received by:	
Date application received:	Date of interview:
Date voted to membership:	Six months probation end date:



Polk City Fire Department Service Commitment

I hereby commit to:

- TCB Provide volunteer on call service including days, nights, weekends, and holidays and agree to meet the minimum attendance requirements as established by the Polk City Fire Department.
- DS Provide a minimum of 24 consecutive months of service.
- PC Attend required monthly business and training meetings.
- AS Maintain Fire & EMS certifications and complete all required skills drills.
- TK Comply with the standard operating guidelines, policies, and procedures of the department and the direction of the command staff at all times.
- TCB Maintain patient confidentiality.

I understand membership is at-will, and may be terminated at any time with or without cause by Polk City Fire Department, its Officers, and or the City of Polk City.



Signature of Applicant

12/5/15

Date

ADVANCED CARDIOVASCULAR LIFE SUPPORT

ACLS
Provider



Douglas W Trippie

This card certifies that the above individual has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association Advanced Cardiovascular Life Support (ACLS) Program.

05/21/2014

05/2016

Issue Date

Recommended Renewal Date

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

DOUGLAS W. TRIPPLE

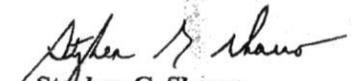
has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00195

Basic Incident Command System

Issued this 08th Day of August, 2005

1.0 CEU


Stephen G. Sharro
Director, Training Division

CERTIFICATE OF COMPLETION

BASIC RIVER RESCUE COURSE

Doug Tripple

HAS SUCCESSFULLY COMPLETED THE 40 HOUR COURSE IN RIVER
RESCUE SPONSORED BY THE

DES MOINES FIRE DEPARTMENT



SIGNATURE

Andy Montgomery

DATE

7-23-2010

SIGNATURE

Joe Michalski

DATE

7-23-2010



FIRE SERVICE TRAINING BUREAU

DIVISION OF STATE FIRE MARSHAL

Certificate of Attendance

Douglas W. Tripple

has satisfactorily completed

Interior Fire Attack - Ground Level Entry

April 14, 2005

4 Hours




Randal E. Novak, Bureau Chief
Fire Service Training Bureau



FIRE SERVICE TRAINING BUREAU

DIVISION OF STATE FIRE MARSHAL

Through accreditation by the
International Fire Service Accreditation Congress
certifies that

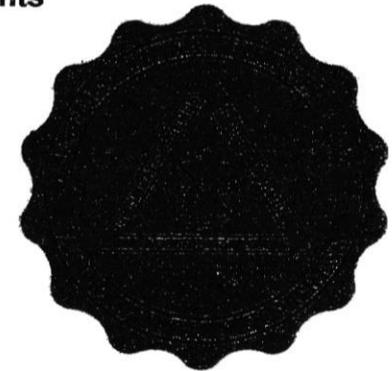
Douglas W. Tripple

is a Nationally Certified

Fire Fighter II

This certification is awarded for successful completion of the requirements
as stated in the National Fire Protection Association's

1001 Standard for Fire Fighter Professional Qualifications
1997 Edition



Randal E. Novak, Bureau Chief
Fire Service Training Bureau

Certification Date: December 10, 2004



FIRE SERVICE TRAINING BUREAU

DIVISION OF STATE FIRE MARSHAL

Through accreditation by the
International Fire Service Accreditation Congress
certifies that

Douglas W. Tripple

is a Nationally Certified

Fire Fighter I

This certification is awarded for successful completion of the requirements
as stated in the National Fire Protection Association's

1001 Standard for Fire Fighter Professional Qualifications
1997 Edition

Randal E. Novak, Bureau Chief
Fire Service Training Bureau



Certification Date: August 08, 2003



H07121203

Douglas W. Tripple

has successfully completed a Safety and Health Training course on:

24-HR HAZMAT TECHNICIAN

Jerry Eslick

December 12, 2003

Trainer

Date

HEALTHCARE PROVIDER

Healthcare
Provider



Douglas Tripple

This card certifies that the above individual has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association BLS for Healthcare Providers (CPR and AED) Program.

January 22, 2015

January, 2017

Issue Date

Recommended Renewal Date

IOWA

USA
IA

DRIVER LICENSE



TRIPPLE
DOUGLAS WARREN

2930 56TH ST
DES MOINES, IA 50310

ISS 02/21/2015

EXP 05/20/2020

Class D End 2L

Restrictions

NONE

Sex M

Hgt 5'10"

Eyes GRY

DONOR: Y

DOB 05/20/1973

DD 788650413TD1619M200520R

	E	T	6
6500	3250	3250	1925
5775	1925	1925	
<hr/>	<hr/>	<hr/>	
12275	5775	5775	

**IOWA DEPARTMENT OF PUBLIC HEALTH
PARAMEDIC**

DOUGLAS W TRIPPLE

Is hereby entitled to all the rights and responsibilities
delegated to this level of certification

Certification: PM-17-103-11 Expires: 03/31/18

Endorsements: E, T

Iowa Department of Public Health
Bureau of EMS
Lucas State Office Building
321 E. 12th St.
Des Moines, IA 50319
1-800-SAVE-EMS

Minutes of the Meeting of
The Polk City Community Library Board of Trustees
January 4, 2016

- I. The Meeting was called to Order by Mike Miller at 7:01 p.m.
Board Members Present: Corey Hoodjer, Angel Nelson, Mike Miller, Mandy Vogel.
Board Members Absent: Bob Wright
Library Director Present: Kim Kellogg
City Council Liaison Absent: 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 December 7, 2015.

- IV. Director's Report:
Library Director Kellogg that:
 1. Polk County Conservation gave a Geology presentation over Christmas break. 79 in attendance
 2. Sock Tree – 307 pairs collected and donated
 3. Quarterly county check for rural patrons arrived, amount was \$1,643. Contract is in process of being renegotiated.
 4. Upcoming meeting to discuss budget, requesting increase for training and conferences.

- V. City Council Liaison Report:
N/A

- VI. New Business:
 1. Reviewed January work schedule. December expenditures not available yet, as this month's meeting is so close to the beginning of the month. These will be sent when available.
 2. Reviewed proposed budget and items Kim is requesting to increase.
 3. Behavior Policy – Draft was discussed and updates were proposed. Kim will make updates and send to the Board for final review. *Upon a*

Motion properly made and seconded, it was voted unanimously to approve the Behavior Policy, subject to proposed changes being made.

VII. Old Business: None

VIII. Upon a Motion properly made and seconded, it was noted to adjourn the Meeting at 7:35 p.m.

Next Meeting: March 7, 2015, at 7:00

Respectfully Submitted,

Mandy Vogel, Secretary

LIBRARY - FEBRUARY 2016 STATS SNAPSHOT				
Total Visitors	1508			
People Checking Out	278			
Polk City Cardholders	240			
Polk City Checkouts	2372			
Open Access Cardholders	25			
Open Access Checkouts	209			
Rural Cardholders	13			
Rural Checkouts	81			
Total Checkouts	2662			
Bridges E-book/Audiobook Checkouts	201			
Incoming ILL Books	14			
Outgoing ILL Books	33			
Reserves Placed	65			
Materials Added	79			
Materials Withdrawn	134			
New Cards Issued	7			
Computer Users	60			
WiFi Users (on site)	64			
Reference Questions	123			
AWE Station Usage	135			
AWE Games Played	142			
Adult Programs	19			
Adult Program Attendance	127			
Youth Programs	13			
Youth Program Attendance	379			
No. of Meeting Room Uses by Outside Groups	4			
Patron Savings	\$33,600.05			



Polk City Police Department
Calls for Service/Activity Report
2016

3/6/2016

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Avg	YTD Total
Administrative Complaint	0	0												0
Alcohol Driving Violation (Juvenile)	0	0												0
Animal Bite	0	0												0
Animal Complaint	4	4												8
Arrest (Other)	0	0												0
Arson	0	0												0
Assault	2	1												3
Assisting Fire Dept/Rescue	20	16												36
Assisting Law Enforcement Agency	5	7												12
Assisting Public	41	49												90
Attempted Suicide	0	2												2
Burglary	2	1												3
Civil Dispute	1	1												2
Community Room Scheduling	6	0												6
Complaint of Snowmobile	0	0												0
Criminal Mischief	2	2												4
Criminal Trespass	1	1												2
Death Investigation	0	0												0
Disturbing the Peace	0	4												4
Domestic Assault	0	0												0
Domestic Quarrel	0	2												2
Driving While Intoxicated	0	0												0
Fight	0	0												0
Found Property	1	0												1
Fraud	2	0												2
Gambling Permit Violation	0	0												0
Harassment	4	0												4
Illegal Burning	0	0												0
Illegal Parking	2	4												6
Impounded Animal	1	1												2
Incomplete 911 Call	0	0												0
Indecent Exposure	0	0												0
Loitering	0	0												0
Mental Subject	0	0												0
Missing Person	0	0												0
Narcotics Investigation	3	0												3
Open Door	2	1												3
Peddling Permit Violation	0	0												0
Possession of Alcohol/Tobacco by Minor	1	0												1
Prowler	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
Records Check	13	8												21
Residential or Commercial Alarm	7	6												13
Serving Search Warrant	0	0												0
Suicide	0	1												1
Supplying Alcohol to a Minor	0	0												0
Suspicious Person	8	3												11
Theft	2	1												3
Traffic Arrest	0	1												1
Traffic Citations/Warnings	58	49												58
Vehicle (Abandoned)	0	2												2
Vehicle (Disabled)	17	3												20
Vehicle (Impounded)	1	0												1
Vehicle (Obsolete)	0	0												0
Vehicle (Suspicious)	14	12												26
Vehicle Crash (Hit & Run)	0	0												0
Vehicle Crash (Personal Injury)	1	3												4
Vehicle Crash (Property Damage)	2	0												2
Violation of Court Order	0	0												0
Warrant Arrest	1	2												3
Welfare Check	2	0												2
Monthly Totals:	226	187	0	0	0	0	0	0	0	0	0	0		
													Year to Date Total:	362

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

Archived: Wednesday, March 09, 2016 11:46:42 AM
From: [Audrey Bell](#)
Sent: Friday, February 19, 2016 2:33:05 PM
To: [Jenny Gibbons](#)
Subject: FW: MS SB in Polk City
Importance: Normal

Jenny,
Hi! I have a request for field use from Rob Sinclair. Can we put this on the March agenda? See below.
Thanks!

Audrey Bell
Ankeny High School
School Counselor
515-635-2782 office
515-964-2975 fax
audrey.bell@ankenyschools.org

It's a great day to live the HAWK Way!
Be Honorable, Accountable, Willing, and Knowledgeable.

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Ankeny Community School District does not discriminate based on race, color, creed, religion, national origin, sex, gender identity, age, disability, marital status, sexual orientation, physical attributes, physical or mental ability or disability, ancestry, political party preference, military affiliation, socioeconomic status, or familial status. Inquiries or grievances may be directed to Jenifer Owenson, Chief Human Resources Officer, 306 SW School Street, P.O. Box 189, Ankeny, IA, 50021-0189, (515) 965-9600, or the U.S. Equal Employment Opportunities Commission, 500 West Madison Street, Suite 2000, Chicago, IL 60661.

From: Rob Sinclair [mailto:sinclair@northpolk.org]
Sent: Friday, February 19, 2016 9:29 AM
To: Audrey Bell
Subject: MS SB in Polk City

Audrey,

Our MS SB teams are looking for a place to practice for about 3 weeks this spring. We would like to use the softball field at the PC Sports Complex.

Dates: 5/23, 5/25, 5/27, 5/31, 6/2, 6/3

Times: 4pm - 5:30pm

This is a few days than we originally discussed, but we will work with them up here on the first week. Also, we would like to be able to use the pitching machine if possible. We will bring our own equipment. Thanks!

--

Rob Sinclair
North Polk Community School
Activities Director

515-984-3400 x 2504
515-669-6275

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It is the policy of the North Polk Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district's Equity Coordinator, Susie Bentley, Director of Teaching and Learning, 13930 NE 6th Street, Alleman, Iowa 515-984-3400 susie.bentley@northpolk.org

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Post Prom



February 9, 2016

Dear Friend of North Polk Schools:

This is a follow-up from the October 2015 letter we sent to you. If you have already made a donation, we greatly appreciate it!

Our parent committee is working to create an evening of activities for the night of the North Polk Junior/Senior Prom on April 30, 2016. Our objective is to provide a safe and fun alternative to the private after-prom parties. We are creating an overnight event filled with entertainment, food, fun and prizes to complete the celebration.

We need your help and ask you to consider granting us resources to achieve our goal. Various ways to help include:

- Cash donations
- Gift Cards to your business or other businesses
- Food/Beverage donations
- Product or services from your business

Your donation is tax deductible and our tax ID number is 42-1490433.

Our mission is to provide a Post-Prom event that helps keep our young people safe and to reduce the temptation to drink and drive. It's all about choices and we want to provide a fun, safe choice for this group of approximately 200 teenagers.

You may send your donation to the address below. Checks should be made out to North Polk Post Prom. If you have any questions about our evening or would like your donation picked up, please feel free to contact me. ***Donations are requested by March 15, 2015***

Mailing Address:

North Polk Post Prom
PO Box 135
Polk City, IA 50226

On behalf of the Juniors & Seniors at North Polk High School ***thank you for your donation!***

If you have any questions, you can contact any of the committee members.

Julie Patterson plumj999@msn.com 515-720-3375	Doris Rimathe drimathe@gmail.com 515-708-2161	Gina Hartsook farmkid@hushmail.com 515-370-3004	Connie Harmeyer tcharmeyer@yahoo.com 515-401-0242	Mona Dvorak ddvoraks@gmail.com 515-988-5728
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77-723

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

Resolution No.: 2016-20

The City of: POLK CITY

County Name: POLK

Date Budget Adopted: 3/14/2016

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

515-984-6233
Telephone Number

Signature

County Auditor Date Stamp

January 1, 2015 Property Valuations

Last Official Census

Regular
DEBT SERVICE
Ag Land

	With Gas & Electric	Without Gas & Electric
2a	200,298,283	197,829,059
3a		
4a	472,137	

3,418

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 1,582,356	1,562,850	43 7.90000
(384) Non-Voted Other Permissible Levies					
12(8)	0.67500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9	0	47 0
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14	0	52 0
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462	0	465 0
(384) Voted Other Permissible Levies					
12(1)	0.13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0.81000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0.03375	Aid to a Transit Company	21	0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23	0	61 0
28E.22	1.50000	Unified Law Enforcement	24	0	62 0
Total General Fund Regular Levies (5 thru 24)			25 1,582,356	1,562,850	
384.1	3.00375	Ag Land	26 1,418	1,418	63 3.00375
Total General Fund Tax Levies (25 + 26)			27 1,583,774	1,564,268	Do Not Add
Special Revenue Levies					
384.8	0.27000	Emergency (if general fund at levy limit)	28	0	64 0
384.6	Amt Nec	Police & Fire Retirement	29	0	0
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30	0	0
Rules	Amt Nec	Other Employee Benefits	31	0	0
Total Employee Benefit Levies (29,30,31)			32 0	0	65 0
Sub Total Special Revenue Levies (28+32)			33 0	0	
Valuation					
386	As Req	With Gas & Elec	Without Gas & Elec		
	SSMID 1 (A)	(B)	34	0	66 0
	SSMID 2 (A)	(B)	35	0	67 0
	SSMID 3 (A)	(B)	36	0	68 0
	SSMID 4 (A)	(B)	37	0	69 0
	SSMID 5 (A)	(B)	555	0	565 0
	SSMID 6 (A)	(B)	556	0	566 0
	SSMID 7 (A)	(B)	1177	0	0
Total SSMID			38 0	0	Do Not Add
Total Special Revenue Levies			39 0	0	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 0	0	70 0
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41 0	0	71 0
Total Property Taxes (27+39+40+41)			42 1,583,774	1,564,268	72 7.90000

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:
Budgets that **DO NOT** meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

CITY OF POLK CITY
ADOPTED BUDGET SUMMARY
YEAR ENDED JUNE 30, 2017

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	1,564,268	0		0	0			1,564,268	1,272,524	975,259
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	1,564,268	0		0	0			1,564,268	1,272,524	975,259
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			191,000					191,000	665,000	601,154
Other City Taxes	6	2,452,506	0		0	0			2,452,506	2,938,000	2,555,860
Licenses & Permits	7	157,335	0					0	157,335	152,575	155,958
Use of Money and Property	8	96,700	0	4,000	0	0	0	6,000	106,700	104,750	80,002
Intergovernmental	9	59,650	400,000	0	0	0		0	459,650	416,227	415,085
Charges for Fees & Service	10	337,100	0		0	0	0	1,252,750	1,589,850	1,376,207	1,523,956
Special Assessments	11	500	0		0	0		4,000	4,500	5,000	1,291
Miscellaneous	12	26,650	0		0	0		0	26,650	23,700	62,797
Sub-Total Revenues	13	4,694,709	400,000	195,000	0	0	0	1,262,750	6,552,459	6,953,983	6,371,362
Other Financing Sources:											
Total Transfers In	14	0	0	0	137,160	929,793	0	0	1,066,953	1,001,000	1,671,791
Proceeds of Debt	15	0	0	0	0	0		0	0	0	1,713,120
Proceeds of Capital Asset Sales	16	0	0	0	0	0		0	0	0	1,507
Total Revenues and Other Sources	17	4,694,709	400,000	195,000	137,160	929,793	0	1,262,750	7,619,412	7,954,983	9,757,780
Expenditures & Other Financing Uses											
Public Safety	18	1,480,841	0	0			0		1,480,841	1,444,661	1,392,281
Public Works	19	197,013	389,000	0			0		586,013	641,733	537,647
Health and Social Services	20	5,500	0	0			0		5,500	500	2,719
Culture and Recreation	21	570,163	0	0			0		570,163	530,692	486,896
Community and Economic Development	22	0	0	207,000			0		207,000	560,000	393,686
General Government	23	914,909	0	0			0		914,909	909,875	819,723
Debt Service	24	0	0	0	137,160		0		137,160	137,395	150,042
Capital Projects	25	0	0	0		929,793	0		929,793	1,381,348	941,447
Total Government Activities Expenditures	26	3,168,426	389,000	207,000	137,160	929,793	0		4,831,379	5,606,204	4,724,441
Business Type Proprietary: Enterprise & ISF	27							1,197,463	1,197,463	1,344,130	2,781,864
Total Gov & Bus Type Expenditures	28	3,168,426	389,000	207,000	137,160	929,793	0	1,197,463	6,028,842	6,950,334	7,506,305
Total Transfers Out	29	1,066,953	0	0	0	0	0	0	1,066,953	1,001,000	1,671,791
Total ALL Expenditures/Fund Transfers Out	30	4,235,379	389,000	207,000	137,160	929,793	0	1,197,463	7,095,795	7,951,334	9,178,096
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31 32	459,330	11,000	-12,000	0	0	0	65,287	523,617	3,649	579,684
Beginning Fund Balance July 1	33	4,528,945	59,673	1,615,407	-150,892	-1,348,811	0	-46,687	4,657,635	4,653,986	4,174,580
Ending Fund Balance June 30	34	4,988,275	70,673	1,603,407	-150,892	-1,348,811	0	18,600	5,181,252	4,657,635	4,754,264

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of **POLK CITY** , Iowa

The City Council will conduct a public hearing on the proposed Budget at City Hall

on 3/14/2016 at 06:30 pm
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.
Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,
City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 7.90000

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part
of the proposed budget.

 515-984-6233
phone number

 Lindsey M Huber
City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-estimated FY 2016	Actual FY 2015
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,564,268	1,272,524	975,259
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	1,564,268	1,272,524	975,259
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	191,000	665,000	601,154
Other City Taxes	6	2,452,506	2,938,000	2,555,860
Licenses & Permits	7	157,335	152,575	155,958
Use of Money and Property	8	106,700	104,750	80,002
Intergovernmental	9	459,650	416,227	415,085
Charges for Fees & Service	10	1,589,850	1,376,207	1,523,956
Special Assessments	11	4,500	5,000	1,291
Miscellaneous	12	26,650	23,700	62,797
Other Financing Sources	13	0	0	1,714,627
Transfers In	14	1,066,953	1,001,000	1,671,791
Total Revenues and Other Sources	15	7,619,412	7,954,983	9,757,780
Expenditures & Other Financing Uses				
Public Safety	16	1,480,841	1,444,661	1,392,281
Public Works	17	586,013	641,733	537,647
Health and Social Services	18	5,500	500	2,719
Culture and Recreation	19	570,163	530,692	486,896
Community and Economic Development	20	207,000	560,000	393,686
General Government	21	914,909	909,875	819,723
Debt Service	22	137,160	137,395	150,042
Capital Projects	23	929,793	1,381,348	941,447
Total Government Activities Expenditures	24	4,831,379	5,606,204	4,724,441
Business Type / Enterprises	25	1,197,463	1,344,130	2,781,864
Total ALL Expenditures	26	6,028,842	6,950,334	7,506,305
Transfers Out	27	1,066,953	1,001,000	1,671,791
Total ALL Expenditures/Transfers Out	28	7,095,795	7,951,334	9,178,096
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	523,617	3,649	579,684
Beginning Fund Balance July 1	30	4,657,635	4,653,986	4,174,580
Ending Fund Balance June 30	31	5,181,252	4,657,635	4,754,264

RESOLUTION 2016-21

**A RESOLUTION IDENTIFYING CERTAIN FY 16/17 BUDGET
EXPENDITURES AND IDENTIFYING THEIR FUNDING SOURCE**

WHEREAS, by the election language utilized when Local Option Sales Tax (LOST) was originally passed fifty percent (50%) of the funding was to go to property tax relief; and

WHEREAS, the City Council of the City of Polk City believes it to be good policy to identify those areas LOST is the funding source;

NOW, THEREFORE, BE IT RESOLVED, the following items and associated amounts are hereby identified as being paid by LOST in the FY 16/17 Budget; where otherwise these items would be an additional tax on the properties within Polk City.

Davis and Tyler	\$279,214.00
Rockcreek Sanitary	\$559,793.00
Debt Service Payments	\$137,160.00
Insurance-Vehicle, Bldg, Liability	\$57,000.00
City Share of IPERS	\$141,833.00
Street Repairs	<u>\$25,000.00</u>
	\$1,200,000.00

NOW, THEREFORE, BE IT FURTHER RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the above designated list as the expenditures and their funding sources for FY 16/17.

PASSED AND APPROVED the 14th day of March, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

FY 17-18 Budget Process

Introduction

The following is a calendar of events and meetings designed to involve Department Heads and Council on details of forth coming budget requests. Each department Head will identify personnel costs, ongoing expenses, and needed and wanted expenditures.

Personnel costs are defined as all of those costs that are associated with personnel, including wages, IPERS, FICA, health insurance and others.

Ongoing expenses are defined as essential for the operation of your department. Examples of these items are electricity, telephone, repairs and other like expenditures.

The remaining items will be addressed as “Need” and “Want”. Need items are best described as repair, replacement, or driven by changes in law. Want items can be described as expenditures that work to capture new technology or play into the growth of the community.

Process

On June 27, 2016 each Department Head will give a presentation to Council in a Council Work Session atmosphere of the upcoming budget (16-17) and a look forward to items that are both wants and needs for the 17-18 Budget. Each Department Head will make a 10-15 minute presentation with items that are of importance to the upcoming budget. Departments expected to partake in this presentation will be Police, Fire, Public Works, IT/GIS, Library and Administration. Council input will be welcomed in guiding the feedback to the Department Heads. This feedback may be the request of more information, denial, or approval, or under advisement.

On September 12, 2016 a similar Council Work Session will be held with all Department Heads. Again the Department Heads will give an update on the 16-17 Budget and will outline items that are working their way to the 17-18 Budget. Council input begins to gain importance and will be relied upon as the Department Heads start the budget process.

On September 20, 2016 Department Heads will receive their budget forms to start entering data. Budget forms will be returned by October 14, 2016. Each budget from the Department Head in addition to the individual line items will also be expected to be summarized into Personnel Costs, Ongoing expenses, with the Wants and Needs being listed and if appropriate by fund/program.

On October 10, 2016 Council will hold a Work Session to identify work project priorities. A list of priorities will be given an expected cost and distributed.

On November 14, 2016 at a Council Work Session, the summarization along with the included needs and wants will be presented to Council for discussion. This workshop will also identify any and all known agreements that impact the upcoming budget. This would include the payments for turn lanes on Highway 415 and similar prior Council made arrangements.

On November 28, 2016 Finance Committee will start to meet to further review the budget requests by Departments.

Early December City Staff will attend the League Budget Workshop and incorporate the findings and predictions of the workshop into the budget. Mid December 2016, Polk City should have expected taxable value and other income numbers and will meet with Finance Committee to discuss the impact of these numbers and the budget process.

On January 9, 2017 at a Council Workshop Department Heads will review their 16-17 Budgets and further talk to their priorities for the 17-18 Budget. Council will further refine the expenses and give input for the proposed 17-18 Budget.

Between January 10, 2017 and February 8, 2017, Finance Committee will meet to discuss any further details from the prior Workshops.

On February 13, 2017 at a Council Workshop a presentation of the 17-18 Budget will be made. On February 27, 2017, depending on the need for a Workshop, one may be scheduled prior to the Council meeting that evening. At the Council meeting of February 27, 2017, Council will act on the "Proposed" Budget and order publication of Notice of Budget Hearing for March 13, 2017. Said publication will be on March 3, 2017 to meet the 10-20 day notice requirement for the budget notice.

On March 13, 2017 Council will consider the "Final" Budget. Staff has until March 15, 2017 to file the Budget forms with the County and State.

Yard Waste Collection from the Curb

Separate vs. Comingle

Winter 2015-16

City Meetings

Background



IMPROVING what
we do every day

- 2003: The initial legislation for comingled yard waste was purposed and passed, but vetoed by Gov. Vilsack.
 - Fugitive emissions were a major concern.
- 2008: Regulatory paradigm for landfill management shifted from diversion to a holistic approach of environmental protection, a.k.a. Environmental Management System (EMS)
- Landfills required to continuously improve in areas of recycling, hazardous waste, water quality, **greenhouse gas reduction**, **yard waste management** and environmental education.
- Major improvement: Focus on operations, materials and systems causing most environmental harm; e.g., household hazardous waste: very low tonnage but extremely high toxicity.

Re-examining Our Approach



- EMS changes how we approach landfill management. How we operated under diversion might not be best for the environment.
 - EMS means we challenge assumptions.
- Efficiencies and technology of gas collection systems have improved.
 - Capture rates have increased, emissions have reduced.
- We ask again: *What is the best way to manage yard waste from the curb? Separate collection OR comingling yard waste and garbage.*



Information Learned

- Legislation passed allowing landfills with gas collection systems generating renewable energy to accept yard waste; Law effective July 1, 2015.
- Gathered information from: environmental studies, public opinion research and cost analysis. We continue to learn more.
- Haulers are willing to amend their solid waste contracts to provide comingled collection.
- Board set policy: no change in collection in 2016.
- If a transition occurs, all communities making it together will ensure the greatest success.

Environmental Impact Comparison

Two studies conclude there is an environmental benefit to comingling yard waste at the curb:

- City of Des Moines contracted Sebesta Blomberg & Associates, Inc – 2008
- Metro Waste Authority contracted SCS Engineers – 2015

Separate Collection	Comingled Collection
Creates a natural soil amendment	Creates electricity
Requires a third, separate fleet of collection trucks	Reduction in trucks reduces greenhouse gas emissions by 11 percent annually
Doesn't consume additional landfill space	Anticipated decrease life of landfill by 15 months (2066 vs. 2067)



+



=

11% annual reduction
in green house
emissions

Environmental Impact

Regardless of how yard waste is collected from the curb, MWA will:

- Continue to compost green waste at Metro Park East Landfill
 - Green waste comes from businesses, landscapers, and residents who self-haul.
 - Compost is used for cover and landscaping at the landfill.
 - Compost will remain for sale in bulk quantities.

- Continue promotion of backyard composting and mulching grass clippings.
 - Composting without transportation is the most environmentally beneficial method to manage green waste.

Are residents landfilling yard waste today? Yes

- 19,800 tons of yard waste per year

(2011 Iowa Statewide Waste Characterization Study)

How Would Comingle Collection Work?

- Solid waste collection is already set up to include yard waste – and to do it year round.
- Treat yard waste the same as garbage. Follow these steps:

STEP 1:

First, fill your garbage cart with garbage and yard waste.



STEP 2:

Garbage cart full? Have extra garbage or yard waste? Bag it, box it or bind it and attach a **\$1 Extra Trash Pick Up sticker.**



OPTIONAL:

Garbage cart routinely full? Consider a second garbage cart.



Public Opinion

Two studies conclude a majority of residents are in favor of comingling yard waste with garbage at the curb:

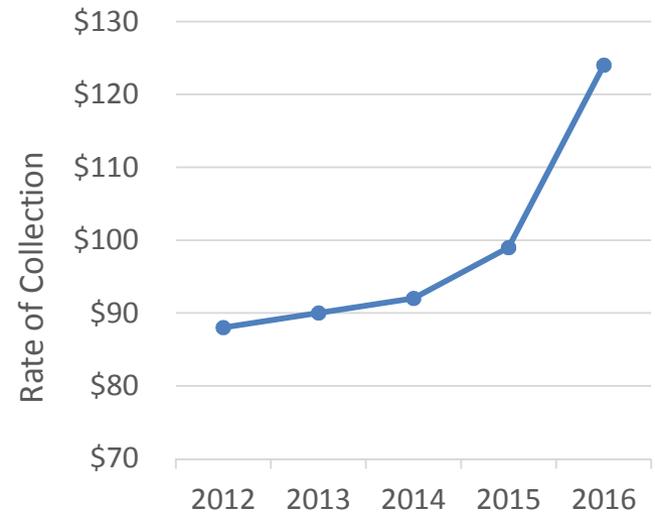
- Metro Waste Authority contracted Flynn Wright – 2015
 - 84% of survey responders prefer the comingled collection option.
 - 44% of survey responders put yard waste in the garbage or burn it currently.
- City of Des Moines conducted a survey – 2015
 - 72% of survey responders prefer the comingled collection option.
 - 35% of survey responders do not use the Compost It! program.

Separate Collection	Comingled Collection
Preference for composting	Convenient
Perception its better for environment	Year-round collection
	Input for renewable energy
	Perception its better for environment

Financial Comparison

Compost It! program costs are rising:

- Increasing rates to collect yard waste.
- Substantial financial investments required to maintain a facility to keep yard waste separate.
- Current model doesn't cover collection and processing costs.
- About 33% of residents surveyed admitted to using their garbage cart to dispose of yard waste.



	Separate Collection	Comingled collection
	“Pay as you throw” system Pay for what is collected outside cart.	Partial “Pay as you throw” Flat fee + what is outside cart (like garbage).
Residential Rates		
Yard Waste Bags	Avg. resident uses 10 bags/yr - \$12.50 for stickers	\$6.00, \$8.52 OR 9.36/yr + extra trash
Yard Waste Cart	\$105/yr + \$53 cart cost	TBD by hauler

Next Steps

- Collect feedback from City Councils
- Board will determine path forward



Scenario Cost Analysis

	Possible Actions	Net Income	Differential vs. '16-'17 Budget
Scenario A	Status Quo <ul style="list-style-type: none"> No capital investments Separate collection continues 	-\$54,813	Same: budget reflects this scenario.
Scenario B	<ul style="list-style-type: none"> MCC capital investments Separate collection continues 	-\$578,713	-\$523,900
Scenario C	<ul style="list-style-type: none"> Move site to MPE Make full MPE capital investments Separate collection continues 	\$7,327,553	\$195,045
Scenario D	<ul style="list-style-type: none"> Move site to MPE Make full MPE capital investments Comingle collection 	\$7,807,689	\$285,091
Scenario E	<ul style="list-style-type: none"> Move site to MPE Make half MPE capital investments Comingle collection 	\$8,100,530	\$577,932
Scenario F	<ul style="list-style-type: none"> Move site to MPE Make no capital investments Comingle collection 	\$8,188,689	\$666,091

Bags Outside the Cart

Separate Collection



Comingle Collection



Bags Outside the Cart

Separate Collection



Comingle Collection



Yard Waste in the Cart

Separate Collection



Comingle Collection



- One cart might meet the needs of very low users.
- Other times, a second cart or bags outside of the cart will be necessary.

Collection: Separate vs. Comingle

Separate Collection



Choose from:

- Compost It! cart
- Compost It! bags
- Compost It! stickers

Comingle Collection



Choose from:

- One or two garbage carts
- Extra item stickers

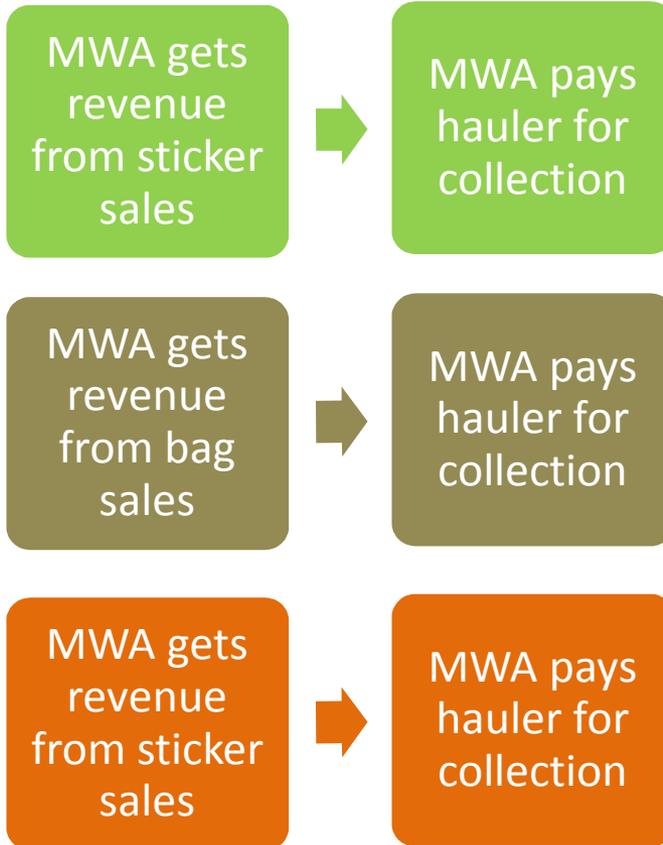


Fill standard garbage cart, or second, before buying bags/stickers.

Revenue Distribution

Separate Collection

Comingle Collection



Total Revenue = ~ **\$1.2 million** from 122,000 households

Yard Waste Delivery to MWA Facilities

Separate Collection



Metro Compost Center
(Harriet St in DSM)



Metro Park East Landfill
(E University in Mitchellville)

Comingle Collection



Transfer Stations:
Metro Central Transfer Station
(Delaware in DSM)
Metro Northwest Transfer Station
(Beisser Dr in Grimes)



Metro Park East Landfill
(E University in Mitchellville)

Chief of Police Memorandum

To: Gary Mahannah
From: Chief Sanders
cc:
Date: March 8, 2016
Subject: Parking Citation Carla Madson

Please find the attached memo from Sergeant Bjornson with documentation regarding two parking citations issued by himself and Officer Lamfers to Ms. Carla Madson charging her with snow ordinance violations under city ordinance. The two citations (#151718, 151709) were issued under the old snow ordinance as the new ordinance was not yet in affect.

Ms. Madson has contacted the department and advised us she would like to talk to the Council about the citations. She was advised we would forward her request to the city clerk who would make those arrangements. Ms. Madson can be contacted at 515 334-7497 and needs to be notified of the date and time to appear.

Should the Council choose to hold a hearing on this matter let me know and I will have the officers available for testimony.



Chief R. W. Sanders

3-7-16

Chief Sanders,

Today Carla Madson decided that she wanted to talk with the City Council about the two snow ordinance citations that she received in Feb 10th and 14th. I told her that we would put her on the agenda for March 14th. She requested a confirmation email or telephone call once this was complete.

Carla was very pleasant on the telephone but believes that the city is too aggressive on citations and believes that an alert system needs to be put into place. She believes that an alert system like St Pauls would be effective (text, a call and an email is sent according to her). I know that this was discussed at a staff mtng that I attended and it was mentioned that the citizens could possibly get annoyed with the notifications. This may be an option in the future.

What Carla told me deviated from our conversation. It was inaccurate as far feb 10th and the citation I wrote. I also talked with Carla about her car being for sale in her driveway and as long as it was parked on concrete it was allowed. Carla was informed that these citations were written on the old ord and that a new ord is now in place. She also stated that she thinks that \$45 is too aggressive.

Carla was very polite and understood that the PD was just doing their job. Carla expressed that she thinks that the city is becoming too aggressive and it is losing the small town feel. She expressed maybe waiting and giving persons time to move their cars or the notification system as noted above.

On the Feb 10th regarding the citation that I wrote. I waited to write the citation until after the snow plows went around her vehicle. I also on this day received a telephone call from city staff requesting that citations be written. The violation was photo documented. Carla told me that they had moved the car after the plows went through and that they had received the citation after the streets were clear. Still in violation of the ord even if that was the case.

SPO Lamfers can fill you in on his citation.

Sgt D Bjornson

Madson- 334-7497

PARKING TICKET

MAKE Blu '02 Chrysler Sebring LICENSE NO. DYN342 ST. IA
LOCATION 500 BIK E Southside Dr METER NO. _____
DATE 2/14/16 TIME 8:17 AM PM PAYMENT VIA COURTESY BOX U S MAIL

YOUR VEHICLE IS IN VIOLATION OF Snow Ord 69-11

THE AMOUNT OF YOUR FINE IS \$ 15⁰⁰

IF PAYMENT IS MADE WITHIN 30 DAYS NO FURTHER ACTION WILL BE TAKEN.

POLK CITY POLICE DEPT.
309 W. VAN DORN - P.O. BOX 381
POLK CITY, IA 50226

Madison, Marissa
580 E Southside Dr
Polk City, IA 50226
No 151718

OFFICER *Rd. H* BADGE NO. 355

02/14/16

08:18:35

B M

24
Lamfers 355



PARKING TICKET

MAKE Chrysler Strg LICENSE NO. DYN 342 ST. IA
LOCATION 500 BIK Southside METER NO. _____
DATE 2-10-16 TIME _____ AM PM PAYMENT VIA COURTESY BOX U S MAIL

YOUR VEHICLE IS IN VIOLATION OF W. Side Parkg
PC / 69.11

THE AMOUNT OF YOUR FINE IS \$ 15⁰⁰

IF PAYMENT IS MADE WITHIN 30 Day DAYS NO FURTHER ACTION WILL BE TAKEN.

POLK CITY POLICE DEPT.
309 W. VAN DORN - P.O. BOX 381
POLK CITY, IA 50226
Madison, Marissa
520 E. Southside
NO 151709

OFFICER [Signature] BADGE NO. 303



Archived: Wednesday, March 09, 2016 12:32:37 PM

From: Gary Mahannah

Sent: Wednesday, March 09, 2016 12:07:34 PM

To: Jenny Gibbons

Subject: FW: 1816 W. Wahkonsa Avenue

Response requested: No

Importance: Normal

Attachments:

Memo_Wells Slope Stability_2016-02-04.pdf  Final Memo_Wells_2008-08-29.pdf 

From: Kathleen E Connor [mailto:keconnor@snyder-associates.com]

Sent: Monday, February 29, 2016 10:07 AM

To: mbutzke@abengineering.com

Cc: Gary Mahannah

Subject: FW: 1816 W. Wahkonsa Avenue

Milt,

Thanks for speaking with me this morning regarding the Bill Wells slope stability issue. We had met on site in 2008 to discuss this same issue. In 2009, the City extended the public storm sewer to the bottom of the ditch, including a bubbler-style outlet for velocity dissipation, which appears to be functioning as intended. (See the attached 2008 Memo along with a new Memo documenting current conditions.)

In 2008, I understand you recommended to Mr. Wells that he not use irrigation and also discussed optional projects he could undertake to mitigate erosion. One option was to install a culvert and cover it with fill to establish toe support. Another option was to clean out the ditch and install riprap to stabilize the slope. A third option was to construction a small pond, though this would likely require easements from neighboring property owners. And, although not known in 2008, Mr. Wells has apparently recently discovered that his sump pump has a buried discharge directed to his rear yard which should be addressed.

Based on our discussion, I will give Mr. Wells a call to let know he can give you a call regarding his plan to install a culvert. I will also let him know he will also need to consult with a civil engineer regarding culvert sizing and design. As discussed, we will recommend Mr. Wells use a firm other than Snyder & Associates to reinforce the fact that the culvert will be a private improvement, not owned or maintained by the City of Polk City.

Thanks!!!

Kathleen Elliott Connor

Senior Project Manager

SNYDER & ASSOCIATES, INC.

keconnor@snyder-associates.com

From: Bill Wells [mailto:willywells@aol.com]

Sent: Thursday, February 25, 2016 4:24 PM

To: Kathleen E Connor

Subject: Re: 1816 W. Wahkonsa Avenue

Great. Thank you very kindly. I look forward to talking to you on Monday. Bill

Sent from my iPad

On Feb 25, 2016, at 3:54 PM, Kathleen E Connor <keconnor@snyder-associates.com> wrote:

Bill,

I have been discussing this situation with engineers here in our office and will respond as soon as I have better direction for you. I will be out of the office tomorrow, so will likely get back to you on Monday.

Thanks!

Kathleen Elliott Connor
Senior Project Manager
SNYDER & ASSOCIATES, INC.
keconnor@snyder-associates.com

From: Bill Wells [<mailto:willywells@aol.com>]
Sent: Tuesday, February 23, 2016 5:12 PM
To: Kathleen E Connor
Cc: gmahannah@polkcityia.gov
Subject:

Kathleen - I met with Gary Mahannah this morning in his office in Polk City, and he suggested I contact you directly about the erosion in the ravine behind my house at 1816 W. Wahkonsa Avenue, Polk City. I know you are very aware of the situation, but it has become substantially worse since late November of 2015.

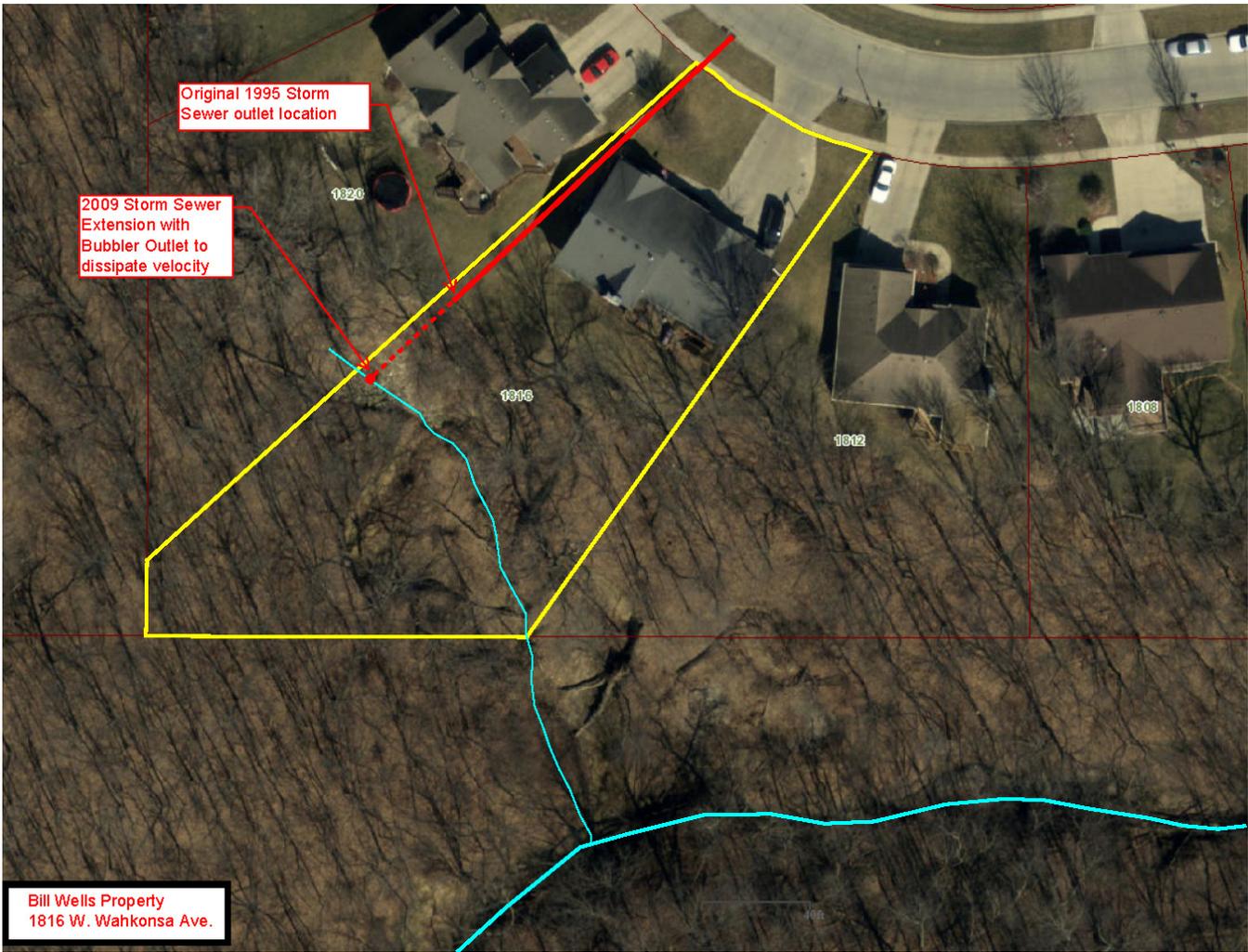
Recently, I met with Dave Ingle, owner of Dave's Dozing & Excavating, Mitchellville, IA. He is suggesting that I have a culvert installed starting near the "bubbler" outlet the city put in, and take the water across my property to stream level beyond my property. He would then cover that culvert with dirt and join both sides of the ravine to prevent further soil erosion, and subsequent killing of so many trees. However, Dave wants an engineering firm to validate/confirm what he is proposing before he commences the project.

Please give me your thoughts and let me know what I can do to expedite the procedure as I am very confident that a wet spring is going to cause a lot more harm to my property.
Thanks!

Bill Wells
515-250-0640

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1816 W. Wahkonsa Avenue - Slope Stability Issues



Above: Aerial Photo of Bill Well's lot showing approximate location of creek flowline and 2009 Storm Sewer Extension Project.



Left: Photo of Bill Well's rear yard, adjacent to his home and looking east, including lawn area and a portion of the embankment on his property.

*All Photos taken
Feb 1, 2016
by Laura Lamberty
unless otherwise noted.*



Above: 2009 Storm Sewer outlet; rectangular grate for bubbler outlet is visible near center of photo. Riprap placed in 2009 remains stable and bubbler outlet appears to be working as intended, with flows entering the structure below ground and then bubbling up through the grate to reduce velocity and minimize erosion.



Left: Comparison Photo taken on July 8, 2008 in the same general location as above photo; before the 2009 Storm Sewer Extension project was completed.



Above: Photo taken at rear of lawn area, looking east at block retaining wall. Fissure is visible along the left (north) edge of the snow. The embankment shows signs of sloughing. Blocks appear to have moved. Embankment appears to be unstable.



Right: Comparison Photo taken on July 8, 2008 of same block retaining wall as above, except looking west. Some blocks had begun to tip; evidence of fissure extending from the lower blocks to the right (north) in the lawn near the center of the photo.



Above: Photo taken of the embankment located on the opposite side of the creek from the Wells home, looking south from their lawn area. A portion of the embankment has sloughed off and trees have fallen. Current face of embankment is steep and appears unstable.



Left: Comparison Photo taken on July 8, 2008 in the same general location as above photo. Though harder to see due to the leave on the trees, the steep unstable embankment is visible. Sloughing was occurring and some trees had already fallen at that time.



Above: Photo taken of the roof drain discharging onto the unstable embankment rather than near the flowline of the creek.



Above Left: Photo taken on July 8, 2008 showing an eroded area (lower left corner of the photo) that was located downstream of the east roof drain at the point those discharge flows enter the creek upper center of the photo).



Above Right: Photo taken on July 8, 2008 showing one of the roof drain discharging just south of the end of the block retaining wall.

Archived: Wednesday, March 09, 2016 11:36:13 AM
From: [Gary Mahannah](#)
Sent: Tuesday, March 08, 2016 5:32:05 PM
To: [Jenny Gibbons](#)
Cc: [Kathleen Connor](#); [Jason Morse](#)
Subject: Fwd: March 14th City Council Meeting
Importance: Normal

Mayor,

It looks as if Bill Wells wants to be on the Council agenda.

I will put him on.

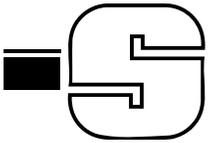
Thanks,
Gary

Sent from my iPad

Begin forwarded message:

From: Bill Wells <willywells@aol.com>
Date: March 8, 2016 at 4:50:08 PM CST
To: gmahannah@polkcityia.gov
Subject: **March 14th City Council Meeting**

Gary - Yesterday Bill Sharp called Ron Anderson and asked him to come see the ravine in our back yards, and give his opinion on what can be done. He was here this morning and suggested we get our names on the next city council meeting and plead our case to the Council. Would you please put us on the agenda?
Thanks,
Bill Wells



MEMORANDUM

To: Gary Mahannah, City Administrator
From: Kathleen Connor, City Engineering Representative
Date: August 29, 2008
Subject: Arrow Ridge Plat 3, Lot 12, Drainage Issues

A concern has been expressed to the City of Polk City by Bill Wells regarding erosion on his property located at 1816 W. Wahkonsa Avenue. In July, Mike Schulte and I met with Mr. Wells and Mel Lint for a field review of the eroded embankment on his property. Mike Schulte and I visited the site a second time to review the nearby storm sewer outlet and take photographs.

BACKGROUND

This property is Lot 12 of Arrow Ridge Point Plat 2 which was platted in 1995 and included 18 lots. Tigges Engineering, Inc. designed this project for the developer, Mel Lint.

The public improvements associated with this plat include paving and storm sewers on W. Wahkonsa. A 15" RCP storm sewer pipe runs along the northwest property line between Lot 12 and Lot 13. This storm sewer picks up runoff from two intakes located on W. Wahkonsa near this property. The storm water management plan prepared by Tigges indicate the post-developed drainage area to these intakes is no larger than under pre-developed conditions. Similar to other communities in the Metro at the time, Polk City did not require detention for single family developments since the discharge for low density residential uses is nearly the same as the discharge from undeveloped tracts of land.



Lot 12 of Arrow Ridge Point Plat 2

The Record Drawings indicate the storm sewer pipe was laid at a 3.94% slope. Fifteen tons of rip-rap were placed at the flared-end-section for velocity dissipation at the outlet. In addition, a 1.0' deep swale was graded on top of the storm sewer pipe for emergency overflow purposes.

The storm sewer pipe outlets into a relatively small drainage channel that extends to the southwest along the property line. This drainage channel then discharges into a large ravine that flows to southeast across this property. This ravine, along with a second ravine from the east, then meanders to the south and west, eventually discharges into the Saylorville Reservoir.

EASEMENTS

Lot 12 is encumbered by two easements related to storm water. The first is a 20' wide Storm Sewer and Drainage Easement that straddles the property line between Lots 12 and 13. The second is a 30' wide Drainage Easement that covers the larger ravine.

Storm Sewer easements are for the purpose of permitting the City of Polk City the right of constructing, reconstructing, repairing, enlarging and maintaining the storm sewer and appurtenances including riprap. Drainage Easements cover drainage ditches where runoff is conveyed across a property; the purpose of the easement is to prohibit obstruction of the flow of surface water. Drainage Easements also permit the City the right of access to remove any unauthorized obstructions and maintain proper drainage.

EXISTING SITE CONDITIONS



Rear yard of Wells property, looking southwest

The rear yard of the Wells property is divided into two distinct areas. The lawn area is located immediately adjacent to the house. It is approximately 30 feet wide and is relatively flat. This area is mown and maintained.

The lawn is separated from the woods by a concrete block retaining wall. The large ravine and the drainage channel located downstream of the storm sewer outlet are both located in this wooded area. The wooded area is kept in a natural state, with minimal maintenance.

On our field observations of the site, it appeared that a significant amount of erosion had recently occurred on the north side of the pre-existing large ravine located in the wooded portion of the lot. This ravine is within the Drainage Easement per Tigges plans. The embankments on both sides of this ravine are extremely steep. As a result, these marginally-stable slopes are susceptible to erosion. Following the heavy precipitation that occurred early this summer, the north embankment has sloughed off.



North embankment of ravine, looking west

Several trees in this area were uprooted when the embankment sloughed off. Three or four trees were approximately 6"-8" in caliper as well as additional smaller trees. There also appears to be a couple of additional trees in jeopardy.



Looking down on fallen trees in ravine from the north



Trees on north embankment of ravine, looking from east

A second area of significant erosion was observed downstream of the storm sewer outlet pipe, within the Storm Sewer Easement area. The flared-end-section and concrete apron remain in place however the drainage channel appears to have eroded over time. The loss of soil has resulted in the broken concrete riprap and stones now being situated 6"-9" below the outlet pipe.

The drainage channel has eroded beginning at this outlet and extending southwesterly to its confluence with the larger ravine. The south bank of the larger ravine is also eroded at this confluence. However, there appears to be only minor erosion in the ravine to the west, upstream of this confluence.



Looking north, upstream at storm sewer outlet pipe. Concrete apron is visible. Rip-rap has receded due to loss of soil in the drainage channel



South bank of ravine at confluence with drainage channel downstream of outlet pipe

A third, much smaller area of relatively minor erosion was also observed downstream of the 6" subdrain lines. These subdrains appeared to be connected to the downspouts of the residence's gutter system. Although these small roof drains carry considerably less runoff than the 15" RCP public storm sewer, they are also experiencing some erosion problems.



Downstream of roof drain, looking south

CONCLUSION

Through July of 2008, central Iowa has experienced extremely high levels of precipitation. Soils have been saturated affording minimal opportunity for infiltration. Excessive amounts of runoff have caused numerous mudslides in this area. The erosion in the ravine and the drainage channel downstream of the storm sewer outlet are classic examples of erosion due to storm water runoff.

The ravine drains only a small area upstream of Lot 12 so most of the runoff into this ravine comes from the 15" storm sewer pipe. The drainage system in Arrow Ridge Point Plat 2 was designed in accordance with the City's approved design standards and the amount of runoff to the ravine did not increase significantly due to development. The drainage area contributing runoff did not increase in size with development, and may even be smaller since some of the rear yards north of W. Wahkonsa were graded to the north. Runoff coefficients for single-family residential uses are similar to those for undeveloped farm fields/pastures. The erosion of these steep embankments may have occurred whether Arrow Ridge Point had been developed or not.

It is our opinion that the City is not responsible for maintaining embankments within Drainage Easements or for repairing problems caused by erosion with the exception of removing obstructions in order to keep drainage ways open. That being said, the City may wish to act as a sponsor of the property owner for their grant applications for their private repairs. For example, there may be grants available through the Federal Drainage/Erosion Control program for 75% of the cost of repairs if the project is sponsored by the City. Other assistance may be available through FEMA. If the City is to act as a sponsor for any such private project, we recommend an Agreement be approved prior to the application being submitted. This agreement should define the property owners responsibility to manage the project, including hiring their own engineer, preparing the grant application, preparing construction drawings for review and approval by the City, hiring contractors, providing all matching funds and other costs and preparing all documentation and receipts as required by the Grantor.

With respect to the drainage channel downstream of the storm sewer pipe, it is our opinion the City is responsible for repairs to the storm sewer outlet within the Storm Sewer Easement. These repairs primarily consist of repairing the riprap at the outlet. As an alternative, the City should consider extending the pipe so the flared-end-section is closer to the flowline of the ditch, discharging in the general direction of flow. Though the City is not obligated to extend the pipe, it may help minimize the need for additional maintenance in the future.

Archived: Wednesday, March 09, 2016 12:34:42 PM

From: [Gary Mahannah](#)

Sent: Wednesday, March 09, 2016 12:06:10 PM

To: [Jenny Gibbons](#)

Subject: FW: March 14th City Council

Response requested: No

Importance: Normal

Attachments:

[Memo Regarding Slope Stability Complaint \(Wells - 1816 W. Wakhonsa Drive\).msg](#) 

From: Gary Mahannah

Sent: Wednesday, March 09, 2016 7:41 AM

To: Amy Beattie

Subject: FW: March 14th City Council

Amy:

Thought you should spend some time reviewing this as I believe this will come down to a Council that wants to help, but should stay out of the situation.

I have attached the memo that went to Council in February, I have included it again for ease of finding.

Thanks,

Gary

From: Bill Wells [<mailto:willywells@aol.com>]

Sent: Tuesday, March 08, 2016 4:50 PM

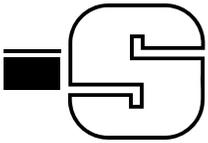
To: Gary Mahannah

Subject: March 14th City Council Meeting

Gary - Yesterday Bill Sharp called Ron Anderson and asked him to come see the ravine in our back yards, and give his opinion on what can be done. He was here this morning and suggested we get our names on the next city council meeting and plead our case to the Council. Would you please put us on the agenda?

Thanks,

Bill Wells



MEMORANDUM

To: Gary Mahannah, City Administrator
From: Kathleen Connor; Laura Lamberty, P.E.
Date: February 4, 2016
Subject: Arrow Ridge Plat 3, Lot 12, Slope Stability Issues (1816 W. Wakhonsa Drive)

A concern has been expressed to the City of Polk City by Bill Wells regarding slope failure on his property located at 1816 W. Wakhonsa Avenue. In 2009, the City constructed drainage improvements to dissipate storm water velocity related to a City storm drain discharge on the northwest property line of the subject parcel.

Please refer to the August 29, 2008 memo from Snyder & Associates for background (attached).

EXISTING SITE CONDITIONS

With our February 1, 2016 field observations of the site, we observed:

- The City's storm drain velocity dissipation structure was intact and appeared to be functioning as intended. No erosion or observed instability was present relative to the construction or outfall of this structure.
- The concrete block retaining wall is failing or has completely failed, with significant fissures open approximately 6' behind the wall in the lawn area.
- On both sides of the ravine massive slope failures had occurred, exacerbated by the loss of significantly sized trees including the root ball mass.
- Active fissures or block slides of earth masses with vertical displacement of at least 2' – 4' were observed in multiple locations on the northeast side of the ravine including on the adjacent Lot 11 and areas downstream near the juncture of this drainage way with the main channel.
- No new private improvements to clear trees, stabilize slopes or improve or mitigate private drainage.

The same field conditions still exist on the private lot area within the ravine areas that were observed and noted in the 2008 memo. Slopes in the ravine areas of Polk City have been known to be unstable for a combination of the following reasons:

- The natural slope of the ravine channel is steep, in excess of 10% and subject to natural erosion.
- The natural side slopes of the ravine are in places very steep, in excess of 1:1.
- Soils are generally sandy in areas, contain sand seams or are otherwise unstable making them vulnerable to erosion and undercutting in the slope conditions present.

As noted in the 2008 memo, the maintenance of the embankment and the private lot area is the responsibility of the private lot owner and not the City of Polk City. Slope failures do not appear to be result of City storm improvements within this natural drainage way. In our 2008 recommendations, we urged Mr. Wells, the private lot owner, to engage an engineer to evaluate, design and construct appropriate improvements to the slopes to address the noted or impending slope failure conditions on the private property.

RECOMMENDATIONS

Snyder & Associates does agree that this is a serious situation, warranting immediate action. Further, we believe that this condition, without intervention, will continue to progress and worsen, possibly jeopardizing the home.

The NRCS Grant program that was previously suggested in 2008 memo is no longer an available funding source. Snyder & Associates is not aware of other funding assistance programs that might be available to the homeowner.

Snyder & Associates strongly recommends that the homeowner consult with a qualified geotechnical engineer in the immediate future to evaluate the conditions and make recommendations for slope stabilization.

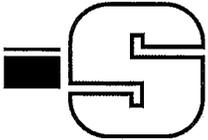
ENGINEERS OPINION OF PROBABLE CONSTRUCTION COSTS

Tyler and Davis Intersection Reconstruction

POLK CITY, IOWA

7-Mar-16

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
EARTHWORK					
2.1	Excavation, Class 10	300	CY	\$ 20.00	\$ 6,000.00
2.2	Topsoil, On-site	85	CY	\$ 20.00	\$ 1,700.00
2.3	Subgrade Preparation	750	SY	\$ 2.00	\$ 1,500.00
2.4	Subbase, Modified, 6-Inches	750	SY	\$ 15.00	\$ 11,250.00
2.5	Removal of Pavement	640	SY	\$ 9.00	\$ 5,760.00
2.6	Removal of Driveway and Sidewalk Pavement	52	SY	\$ 9.00	\$ 468.00
2.7	Removal of Storm Sewer/Culverts, CMP <= 18"	111	LF	\$ 10.00	\$ 1,110.00
				SUBTOTAL	\$ 27,788.00
SEWER AND DRAINS					
4.1	Storm Sewer, Trenched, 12" RCP, Class III	110	LF	\$ 73.00	\$ 8,030.00
4.2	Storm Sewer, Trenched, 8" PVC C900	9	LF	\$ 60.00	\$ 540.00
4.3	Subdrain, Type 1, 6"	270	LF	\$ 20.00	\$ 5,400.00
4.4	Subdrain, Cleanout, Type A-1	3	EA	\$ 450.00	\$ 1,350.00
4.5	Subdrain, Outlet and Connections	3	EA	\$ 300.00	\$ 900.00
				SUBTOTAL	\$ 16,220.00
WATER MAIN					
5.1	Water Main, Trenched, C900	40	LF	\$ 60.00	\$ 2,400.00
5.2	Gate Valve, 8"	4	EA	\$ 4,000.00	\$ 16,000.00
5.3	Water Main Connections	4	EA	\$ 1,000.00	\$ 4,000.00
				SUBTOTAL	\$ 22,400.00
STRUCTURES FOR SANITARY AND STORM					
6.1	Manhole, SW-401	2	EA	\$ 5,500.00	\$ 11,000.00
6.2	Intake, SW-501	2	EA	\$ 4,000.00	\$ 8,000.00
6.3	Intake, Type SW-512 (18")	1	EA	\$ 2,500.00	\$ 2,500.00
6.4	Sanitary Manhole Adjustment, Minor	1	EA	\$ 1,200.00	\$ 1,200.00
				SUBTOTAL	\$ 22,700.00
STREETS AND RELATED WORK					
7.1	Standard PCC Pavement, Class C, 6" Depth , Fully Reinforced	530	SY	\$ 70.00	\$ 37,100.00
7.2	Temporary Pavement, 6" PCC	120	SY	\$ 60.00	\$ 7,200.00
7.3	Driveway, Paved, PCC, 6" Depth	21	SY	\$ 70.00	\$ 1,470.00
7.4	Sidewalk, PCC, 4"	13	SY	\$ 45.00	\$ 585.00
7.5	Sidewalk, PCC, 6"	15	SY	\$ 55.00	\$ 825.00
7.6	Detectable Warning Panels	16	SF	\$ 50.00	\$ 800.00
				SUBTOTAL	\$ 47,980.00
TRAFFIC CONTROL AND SIGNALIZATION					
8.1	Traffic Control	1	LS	\$ 2,000.00	\$ 2,000.00
				SUBTOTAL	\$ 2,000.00
SITE WORK AND LANDSCAPING					
9.1	Sodding	5	SQ	\$ 80.00	\$ 400.00
				SUBTOTAL	\$ 400.00
Miscellaneous					
11.1	Mobilization	1	LS	\$ 15,000.00	\$ 15,000.00
11.2	Remove and Reinstall Mailbox	1	EA	\$ 450.00	\$ 450.00
				SUBTOTAL	\$ 15,450.00
				SUBTOTAL =	\$ 154,938.00
				CONTINGENCY (5.0%) =	\$ 7,700.00
				TOTAL CONSTRUCTION COSTS =	\$ 162,638.00



March 7, 2016

Honorable Mayor and City Council
City of Polk City
PO Box 426
Polk City, Iowa 50226

RE: DAVIS AND TYLER STREET INTERSECTION RECONSTRUCTION PROJECT
RESOLUTION TO SET HEARING AND LETTING DATES
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS

Honorable Mayor and City Council:

We are pleased to submit plans and specifications for the Davis and Tyler Street Intersection Reconstruction Project. The project includes reconstructing Davis and Tyler Street Intersection, to an urban (curbed) section with at 6" depth reinforced PCC pavement on 6-inch depth granular subbase. The construction also includes storm sewer pipe, intake and manhole installation, water main valve replacement, sidewalk and driveway reconstruction, and sodding the disturbed areas through the project area. The Engineer's Opinion of Probable Construction Cost without contingency is \$154,938 and is attached to this letter for your review.

This project replaces failed pavement in this area and provides alignment corrections to the roadways that will facilitate future roadway improvements on Davis Street to the east and Tyler Street to the north.

The project also provides right-of-way drainage improvements to correct ponding area at the south side of the right-of-way at 809 Davis Street within the limits of the permanent pavement. Full correction of this low spot will require future permanent roadway improvements along Davis Street to the east.

We have been coordinating the franchise utility relocations with Mid American Energy to be complete with the project or in concert with the contractor efforts. Other franchise utilities are not anticipated to be in conflict.

We anticipate closing the project area to through traffic during the project construction window. Access will be maintained to each residence. Water valve replacement will involve water main shutdown for a period of one work day and will affect residences within one block each direction.

We are contacting homeowners within one block of the project area with an informational letter, inviting these owners to contact us with questions. Phone or in-person contact will be made with the four homeowners who are directly impacted by the project to discuss scope and any concerns

Page 2
March 7, 2016

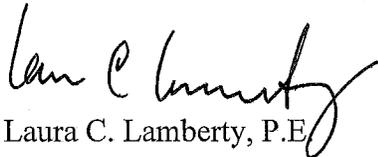
that they may have. No construction easements or rights-of-way will need to be acquired for this project.

The bid letting is proposed to be held on Tuesday, April 5, 2016, at 10:30 a.m. and the public hearing is proposed to be held on Monday, April 11th, 2016, at 6:30 p.m. The anticipated start date for the Project is May 2, 2016, and will be fully completed within 35 working days thereafter.

We will be in attendance at the Council Meeting to answer any questions you may have on the Project.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Laura C. Lamberty". The signature is fluid and cursive, with a large initial "L" and "C".

Laura C. Lamberty, P.E.

Enclosures

CC: Gary Mahannah
Mike Schulte
John Haldeman, P. E.
Kathleen Connor

RESOLUTION NO. 2016-18

A RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS, AND FIXING DATES FOR A PUBLIC HEARING THEREON AND THE TAKING OF BIDS THEREFOR.

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Davis & Tyler Street Intersection Reconstruction Project which includes excavation, storm sewer, intakes, water main replacement, fixture adjustment, PCC Pavement, PCC driveways, sidewalk, erosion control, surface restoration, sodding, and associated work; and

WHEREAS, the City Council has caused to be prepared plans, specifications and form of contract, together with an opinion of probable construction cost, which are now on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said plans, specifications, form of contract and estimate of costs may be adopted, and contract for the construction of the public improvements is entered into, it is necessary to hold a public hearing and to advertise for bids:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the Davis & Tyler Street Intersection Reconstruction Project, in the manner set forth in the plans and specifications and form of contract, above referred to, the costs thereof to be paid in accordance with the provisions as set forth in the published Notice of Hearing and Letting.

Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the Notice to Bidders approved as a part of said specifications.

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish Notice to Bidders once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in the City. Publication shall not be less than four clear days prior to April 5th, 2016, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 10:30 a.m., on said date.

Bids shall be received and opened at a public meeting as provided in the Public Notice and results of said bids shall be considered at the meeting of this Council on April 11th, 2016, at 6:30 o'clock p.m.

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish Notice of Hearing once in said newspaper, said publication being not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date of the public hearing on the plans, specifications, form of contract and estimate of costs for said project, said hearing being at 6:30 o'clock p.m. on April 11th, 2016.

PASSED AND APPROVED this 14th day of March, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

Memo

Date: 3/10/2016

To: Mayor, Council and Administrator

From: Mike Schulte

R.E. 2016 Lawn Care

Attached is the price for applying fertilizer and weed control to certain city parks and grounds.

Also attached is the price for mowing certain parks and grounds.

Total Quality, The Company that applied the lawn care 5-step program and mowing services last year, has held the price per acre for both these services the same for this year. We have added acres to both the mowing and 5-step program due to Polk City receiving more park land that we have to maintain. This means the total price will go up but as I stated before the price per acre remains the same.

Last year we worded the contract for these services to allow for annual renewal with Total Quality if Polk City would like to.

Total Quality performed very well last year and I would recommend approval of Total Quality applying the lawn care 5- step program in the amount of \$12,240 per year and mowing at a cost of \$2,667 per time for the 2015 season.

Thanks!

Mike

TO: Total Quality

FROM: The City of Polk City

RE: 2016 – Parks, Complexes, R.O.W.s & Utilities Mowing/Trimming

Mowing quotes will reflect a single mowing of the properties attached and fertilizer quotes will conform to the details as listed within the fertilizer program contract. A packet of information has been provided for two separate lawn care proposals. A packet is for mowing and trimming and one is for fertilization and weed control. Proposals are to be made on each individual packet, not as a lump sum for both packets.

Requirements for the Parks, Complexes, R.O.W.s & Utilities are as follows:

- 1) Submit a copy of current insurance coverage (declaration sheet will do) Proposals that do not include this will not be considered
- 2) All acres in the Parks, Complexes, R.O.W.s & Utilities must be mowed on an “as needed basis” as determined by the City of Polk City but not to exceed one time per week.
- 3) The successful contractor will have to work with the city’s schedule on special events.
- 4) All turf areas shall be inspected and policed for litter and debris prior to each mowing. All litter and debris is to be removed and promptly disposed of by the contractor.
- 5) The turf shall be cut at a uniform height (no scalping or uneven cuts); mower blades shall be maintained in good condition and sharpened prior to each mow.
- 6) Trimming shall be performed with each mowing around all road signs, guard rails, mailboxes, trees, shrubs, poles and other obstacles paying special care not to damage trees, shrubs, and other items. The grass shall be trimmed in a uniform manner to best match the surrounding mowed area each time.
- 7) All parking lots, sidewalks, and playground equipment will be swept or blown free of clippings after each mow and trim.
- 8) All mowing and trimming shall be completed between Wednesday 7:00 A.M. and Friday 5:00 P.M. This is to maintain a good look for our city during the weekends. If alterations from this schedule are needed due to weather or unforeseen reasons, the company will consult the Public Works director for directions.

Contractor quotes \$2667.00  for each mowing as specified within this contract and maps.

After each mowing, a detailed invoice must be turned into the City of Polk City. The invoice will include property location, date, type of service performed and the amount due per quote. No payment can be authorized without an invoice. Invoices must be turned in the first or third Monday of the month. The City of Polk City will make an effort to pay the invoice within four weeks.

The lawn care company **must** provide proof of insurance for the City of Polk City’s records and names the City of Polk City as an additional insured. This will include \$1,000,000 general liability and workers’ compensation as provided by law. Any damage to parked vehicles or to the property (buildings, curbs, trees, windows, siding, etc.) will be the responsibility of the lawn care company. Deadline for a repair is fifteen days after damage has occurred. Vendor and City will

complete walk through prior to the first mowing of the season to determine any pre-existing damage.

Vendors based within Polk City's City limits may be given preference in the award of this contract.

Vendors that are able to perform both the fertilization/weed control contract and mowing contract may be given preference in the award of this contract.

Polk City reserves the right to award and accept the quote in which the City believes is in its best interest to do and to waive any and all technicalities.

Quote submitted this 10th day of March, 2016.

Name of Vendor: Total Quality, Inc *cl*

Title of Person Signing: President *cl*

CONTRACT PROVISIONS:

All provisions of the attached Quote are herein incorporated as part of the contract.

Maps: The maps accompanying this quote/contract are hereby made a part of this contract.

Subcontractors: City of Polk City specifically requests that employers or the vendor and vendor's own equipment perform all lawn care. In the event that subcontractors are used, the vendor will be liable for all the contract specifications at all times. This includes contract violations or any damages caused by subcontractors.

Indemnification: The vendor will indemnify or reimburse the City of Polk City for any amount the City of Polk City is required to pay because a claim was made against the City of Polk City as result of the contractor's work, as well as for any legal costs associated with defending the City of Polk City against any claims. Both parties to this contract agree to indemnify and hold harmless the City of Polk City and any of its employees or agents.

Licenses and Permits: The Contractor must obtain all necessary licenses and permits for the work prior to beginning the work.

Compliance: The Contractor is required to comply with all Federal, State, and local laws, regulations, or codes that are applicable. This includes conforming to all IDLAS practices.

Termination: For any reason the contractor or the City of Polk City may terminate this agreement with 24 hours written notice at any time PRIOR to the beginning of the work week.

Notice: Written notice must be sent to the parties addresses listed below:

City of Polk City
P.O. Box 426, 112 Third Street
Polk City, Iowa 50226

Assignability: Neither party may assign its obligations under this agreement to any other person without the express written consent of the other party. The Contractor may not use subcontractors without the express written consent of the City of Polk City.

Modification: This agreement may not be modified in any way unless modification is written and signed by both parties.

Waiver: Waiver by one party of any breach of contract by the other party shall not act as a general waiver of future breaches.

Governing Law: This agreement shall be governed by the laws of the state of Iowa and any disputes generated from this agreement shall be pursued in Iowa in Polk County.

Severability: Should any clause of this agreement be deemed illegal or unenforceable that clause shall be severed from the rest of this agreement and the whole agreement will not be invalidated.

Entire Obligation: This agreement is complete and represents the entire agreement between the parties. The parties may not later, amend or modify it except by an instrument in writing executed by both parties. It includes all representations of every kind and nature made by either party to the other and shall be binding upon heirs, successors in interest and assigns of the parties hereto. It supersedes any prior agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate as of the date stated above.

City of Polk City

Lawn Care Service Company

Date

Total Quality, Inc.

Date

03/10/16

1st 24-hour contact and cell phone number

Charlie Husak 515-371-4501 ✓

2nd 24-hour contact and cell phone number

Terr: Allen 515-984-6605

Joe Husak 515-371-4503

TO: Total Quality

FROM: The City of Polk City

RE: 2016 – Fertilizer & Weed Control

Fertilizer and Weed Control quotes will conform to the details as listed within the fertilizer program contract attached.

Requirements for the 5-step lawn fertilization program are as follows:

- 1) Early Spring Application: Round 1
Balanced fertilizer for early season growth and color with pre-emergent weed control on high pressure areas for annuals such as crabgrass, foxtail, and knotweed.
- 2) Late Spring Application: Round 2
Balanced fertilizer for growth and color during spring growing season. Full rate of pre-emergent weed control and also broadleaf weed control for perennials such as dandelions, clover, plantain, etc.
- 3) Mid-season Application: Round 3:
Slow release feeding during stress point of growing season. This will also include broadleaf weed control as needed for any remaining early season weeds as well as newly emerging summer weeds. Also included is Mach 2 for preventive Grub Control due to grub problems in the past.
- 4) Early Fall Application: Round 4:
Heavier rate of balanced fertilizer as we reach the second growing season. Broadleaf weed control as needed for germinating perennials (fall dandelions, clover, ground ivy, etc.). Insect control will be evaluated and recommended only on an as-needed basis.
- 5) Late Fall Application: Round 5:
Balanced fertilizer to help root growth and development, especially in new seedlings. Heavier rates of nitrogen will help protect root system through winter and aid in next spring's green-up. Broadleaf weed control will also be applied to ensure any possible remaining weeds are eliminated.

Contractor quotes \$12,240.00 for the entire season of the fertilization program for the services and locations made part of this quote for contract. The City of Polk City reserves the right to extend the contract for a period of up to two years, so long as a formal agreement between the lawn care service provider and the City outlining extended duties can be reached.

After each application, a detailed invoice must be turned into the City of Polk City. The invoice will include property location, date, type of service performed and the amount due. No payment can be authorized without an invoice. Invoices must be turned in the first or third Monday of the month. The City of Polk City will make an effort to pay the invoice within four weeks.

The lawn care company **must** provide proof of insurance for the City of Polk City's records and names the City of Polk City as an additional insured. This will include \$1,000,000 general liability and workers' compensation as provided by law. Any damage to parked vehicles or to

the property (buildings, curbs, trees, windows, siding, etc.) will be the responsibility of the lawn care company. Deadline for a repair is fifteen days after damage has occurred. Vendor and City will complete walk through prior to the first application of the season to determine any pre-existing damage.

Vendors based within Polk City's City limits may be given preference in the award of this contract.

Vendors that are able to perform both the fertilization/weed control contract and mowing contract may be given preference in the award of this contract.

Polk City reserves the right to award and accept the quote in which the City believes is in its best interest to do and to waive any and all technicalities.

Quote submitted this 10th day of March, 2016.

Name of Vendor: Total Quality, Inc. 

Title of Person Signing: President 

CONTRACT PROVISIONS:

All provisions of the attached Quote are herein incorporated as part of the contract.

Maps: The maps accompanying this quote/contract are hereby made a part of this contract.

Timeframe: All duties required must be completed within a two day consecutive period between 7:00 a.m. and 4:00 p.m. during weekdays.

Subcontractors: City of Polk City specifically requests that employers or the vendor and vendor's own equipment perform all fertilizer care. In the event that subcontractors are used, the vendor will be liable for all the contract specifications at all times. This includes contract violations or any damages caused by subcontractors.

Indemnification: The vendor will indemnify or reimburse the City of Polk City for any amount the City of Polk City is required to pay because a claim was made against the City of Polk City as result of the contractor's work, as well as for any legal costs associated with defending the City of Polk City against any claims. Both parties to this contract agree to indemnify and hold harmless the City of Polk City and any of its employees or agents.

Licenses and Permits: The Contractor must obtain all necessary licenses and permits for the work prior to beginning the work.

Compliance: The Contractor is required to comply with all Federal, State, and local laws, regulations, or codes that are applicable. This includes conforming to all IDLAS practices.

Termination: For any reason the contractor or the City of Polk City may terminate this agreement with 24 hours written notice at any time PRIOR to the beginning of the work week.

Notice: Written notice must be sent to the parties addresses listed below:

City of Polk City
P.O. Box 426, 112 Third Street
Polk City, Iowa 50226

Assignability: Neither party may assign its obligations under this agreement to any other person without the express written consent of the other party. The Contractor may not use subcontractors without the express written consent of the City of Polk City.

Modification: This agreement may not be modified in any way unless modification is written and signed by both parties.

Waiver: Waiver by one party of any breach of contract by the other party shall not act as a general waiver of future breaches.

Governing Law: This agreement shall be governed by the laws of the state of Iowa and any disputes generated from this agreement shall be pursued in Iowa in Polk County.

Severability: Should any clause of this agreement be deemed illegal or unenforceable that clause shall be severed from the rest of this agreement and the whole agreement will not be invalidated.

Entire Obligation: This agreement is complete and represents the entire agreement between the parties. The parties may not later, amend or modify it except by an instrument in writing executed by both parties. It includes all representations of every kind and nature made by either party to the other and shall be binding upon heirs, successors in interest and assigns of the parties hereto. It supersedes any prior agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate as of the date stated above.

City of Polk City

Date

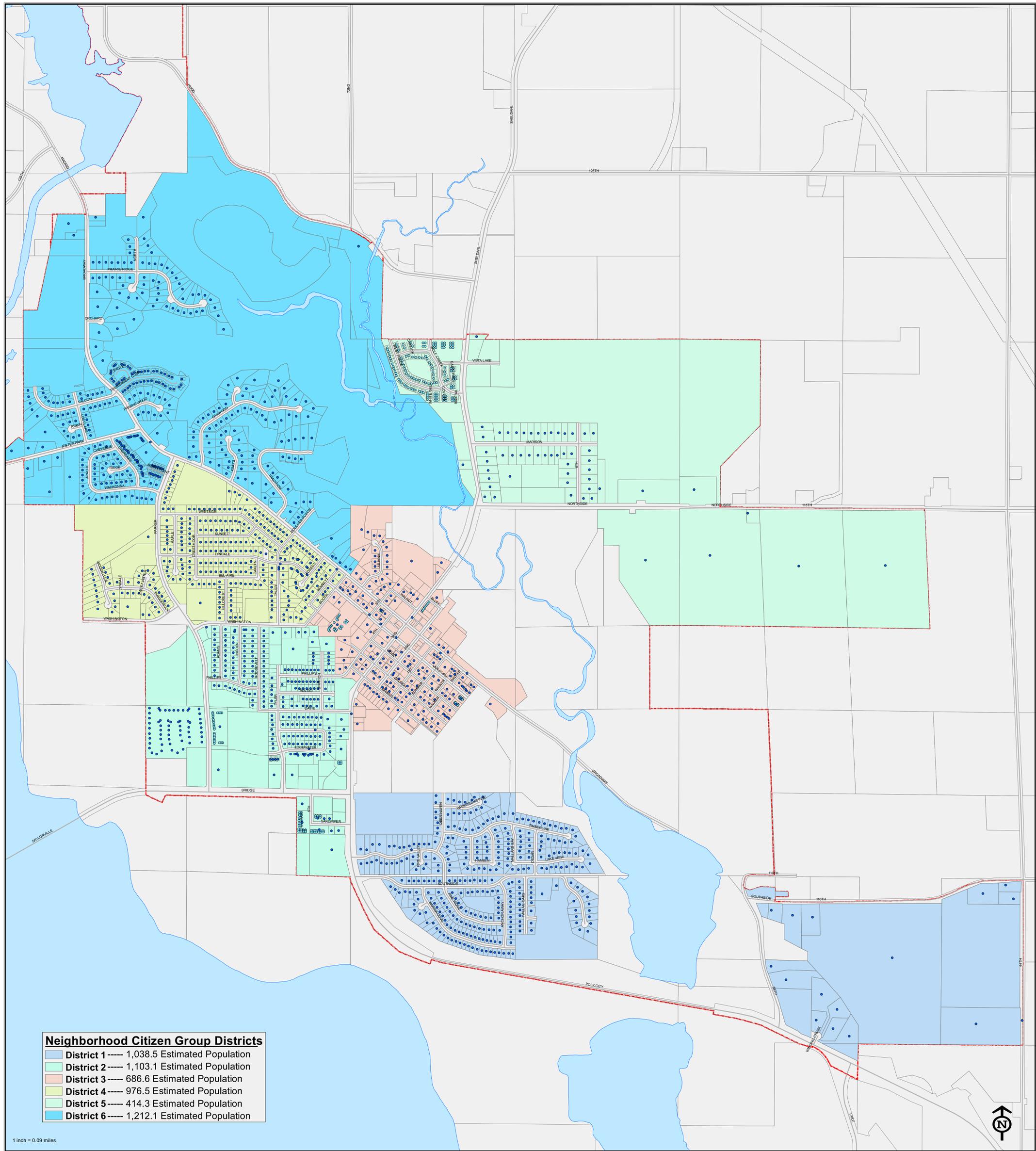
Total Quality, Inc.
Fertilizer Service Company

03/10/16
Date

Charlie Husak 515-371-4501
1st 24-hour contact and cell phone number

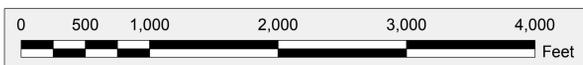
Terrri Allen 515-981-6605
2nd 24-hour contact and cell phone number

Joe Husak 515-371-4503



Neighborhood Citizen Groups

City of Polk City - 1 / 2016

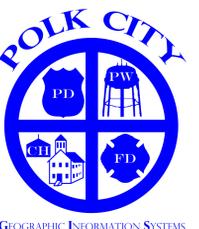


Prepared by: Jake Schreier
Polk City GIS Specialist

Last Modified: January, 2016

- Legend**
- Single Family
 - Multi-Family
 - Roadway
 - Water Bodies
 - City

Notes:



Neighborhood Citizen Group (NCG)

Mission Statement: (provided by Ken Thornton)

Premise: A neighborhood based group of citizens willing to reach out to their neighbors to obtain input and consensus on areas affecting their neighborhood and the city as a whole. The intent is to allow a platform for different opinions without resorting to agendas.

Role of NCG Members: Deliver ideas from the different areas making up the group to the City Council. The neighborhood representative will need to be speaking on behalf of his or her neighbors and able to represent a cross section of the community in representing their neighborhood in periodic summary reports to the City Council.

Neighborhood areas: It is envisioned that this NCG will be made up of seven (7) members representing neighborhoods as later defined. The City Liaison will call the meetings on at least a quarterly basis. The City Liaison will not be one of the seven members but will act as Chair. A City Council member will act as the Council Liaison to this group. The make-up will be from six (6) districts, (see attached map) and one (1) from the Chamber.

Term: Term of office will be two (2) years, with no restriction on term limits. The NCG members will be governed under the City's rules on absenteeism. They will be expected to attend a suggested format of quarterly meetings. One (1) member from the NCG should be in attendance at each of the Council Meetings in a rotation manner. The group will report subjects of concern and discussion within their neighborhood area.

Appointment: Current City Boards, Commission, Council, Mayor and City Liaison are encouraged to supply candidates for the appointment of this group. Those interested need to supply a letter of interest to City Hall or any member of City Boards, Commission, Council, Mayor or the City Liaison.

Districts: The districts will be based as closely as possible to populations and geographic regions. As the City grows the districts may change boundaries to accommodate such growth.

Chief of Police Memorandum

To: Councilman Ron Anderson
From: Chief Sanders
cc: Gary Mahannah
Date: March 7, 2016
Subject: Traffic Enforcement 300 Block of Booth Street

In response to your request officers of the Department have conducted stationary radar traffic enforcement in the 200-300 block of Booth Street.

Please see the attached report for specific dates, times and enforcement action taken. We will continue to monitor that area as time permits or upon receipt of any further complaints. It might be useful to know that one of the complainants in this matter was clocked at 31mph but was not stopped or cited at the discretion of the officer.

If there is anything further we can do in regards to this matter please let me know.



Chief R. W. Sanders

Traffic Enforcement Activity

200-300 Block of Booth Street
2-6-2016 through 2-16-2006

Date	Time Range	Speed	Direction	Citation	Officer
2-6-2016					
12:45:00 AM-1:15:00 AM					
		23	Downhill	<input type="checkbox"/>	Untrauer
Summary for 12:45:00 AM-1:15:00 AM (1 vehicle)					
		Minimum Speed	23		
		Maximum Speed	23		
12:50:00 PM-1:00:00 PM					
		29	Downhill	<input type="checkbox"/>	Lamfers
		27	Uphill	<input type="checkbox"/>	Lamfers
		22	Uphill	<input type="checkbox"/>	Lamfers
		28	Uphill	<input type="checkbox"/>	Lamfers
		31	Downhill	<input type="checkbox"/>	Lamfers
		29	Downhill	<input type="checkbox"/>	Lamfers
		25	Uphill	<input type="checkbox"/>	Lamfers
		29	Downhill	<input type="checkbox"/>	Lamfers
		29	Downhill	<input type="checkbox"/>	Lamfers
Summary for 12:50:00 PM-1:00:00 PM (9 vehicles)					
		Minimum Speed	22		
		Maximum Speed	31		
8:05:00 PM-8:21:00 PM					
		30		<input type="checkbox"/>	Aicher
		38		<input checked="" type="checkbox"/>	Aicher
		27		<input type="checkbox"/>	Aicher
Summary for 8:05:00 PM-8:21:00 PM (3 vehicles)					
		Minimum Speed	27		
		Maximum Speed	38		
8:30:00 AM-8:50:00 AM					
		19	Uphill	<input type="checkbox"/>	Lamfers
		15	Uphill	<input type="checkbox"/>	Lamfers
Summary for 8:30:00 AM-8:50:00 AM (2 vehicles)					
		Minimum Speed	15		
		Maximum Speed	19		
9:45:00 PM-10:12:00 PM					

Date	Time Range	Speed	Direction	Citation	Officer
		21		<input type="checkbox"/>	Aicher
		26		<input type="checkbox"/>	Aicher
		26		<input type="checkbox"/>	Aicher
		21		<input type="checkbox"/>	Aicher
		29		<input type="checkbox"/>	Aicher
		25		<input type="checkbox"/>	Aicher

Summary for 9:45:00 PM-10:12:00 PM (6 vehicles)

Minimum Speed 21
Maximum Speed 29

Summary for 2-6-2016 (21 vehicles)

Minimum Speed 15
Maximum Speed 38

2-7-2016

3:09:00 PM-3:39:00 PM

20		<input type="checkbox"/>	Aicher
29		<input type="checkbox"/>	Aicher
27		<input type="checkbox"/>	Aicher
27		<input type="checkbox"/>	Aicher
19		<input type="checkbox"/>	Aicher
26		<input type="checkbox"/>	Aicher
22		<input type="checkbox"/>	Aicher
22		<input type="checkbox"/>	Aicher
25		<input type="checkbox"/>	Aicher

Summary for 3:09:00 PM-3:39:00 PM (9 vehicles)

Minimum Speed 19
Maximum Speed 29

3:55:00 PM-4:15:00 PM

27	Downhill	<input type="checkbox"/>	Lamfers
20	Downhill	<input type="checkbox"/>	Lamfers
23	Uphill	<input type="checkbox"/>	Lamfers
31	Downhill	<input type="checkbox"/>	Lamfers
23	Uphill	<input type="checkbox"/>	Lamfers
29	Downhill	<input type="checkbox"/>	Lamfers
24	Uphill	<input type="checkbox"/>	Lamfers
27	Downhill	<input type="checkbox"/>	Lamfers
30	Downhill	<input type="checkbox"/>	Lamfers

Date	Time Range	Speed	Direction	Citation	Officer
		23	Uphill	<input type="checkbox"/>	Lamfers
	Summary for 3:55:00 PM-4:15:00 PM (10 vehicles)				
		Minimum Speed 20			
		Maximum Speed 31			
	8:01:00 PM-8:21:00 PM				
		28		<input type="checkbox"/>	Aicher
		25		<input type="checkbox"/>	Aicher
	Summary for 8:01:00 PM-8:21:00 PM (2 vehicles)				
		Minimum Speed 25			
		Maximum Speed 28			
	9:36:00 AM-10:00:00 AM				
		23	Uphill	<input type="checkbox"/>	Lamfers
		25	Downhill	<input type="checkbox"/>	Lamfers
		26	Downhill	<input type="checkbox"/>	Lamfers
		24	Uphill	<input type="checkbox"/>	Lamfers
	Summary for 9:36:00 AM-10:00:00 AM (4 vehicles)				
		Minimum Speed 23			
		Maximum Speed 26			
	Summary for 2-7-2016 (25 vehicles)				
		Minimum Speed 19			
		Maximum Speed 31			
2-8-2016	3:45:00 PM-4:05:00 PM				
		19	Uphill	<input type="checkbox"/>	Lamfers
		24	Downhill	<input type="checkbox"/>	Lamfers
		19	Uphill	<input type="checkbox"/>	Lamfers
		26	Uphill	<input type="checkbox"/>	Lamfers
		22	Downhill	<input type="checkbox"/>	Lamfers
		26	Downhill	<input type="checkbox"/>	Lamfers
		19	Uphill	<input type="checkbox"/>	Lamfers
		24	Uphill	<input type="checkbox"/>	Lamfers
		27	Uphill	<input type="checkbox"/>	Lamfers
	Summary for 3:45:00 PM-4:05:00 PM (9 vehicles)				
		Minimum Speed 19			
		Maximum Speed 27			
	4:08:00 AM-4:38:00 AM				
				<input type="checkbox"/>	Untrauer

Date	Time Range	Speed	Direction	Citation	Officer
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Summary for 4:08:00 AM-4:38:00 AM (1 vehicle)

Minimum Speed
Maximum Speed

5:56:00 AM-6:26:00 AM

22	Uphill	<input type="checkbox"/>	Untrauer
19	Downhill	<input type="checkbox"/>	Untrauer
26	Downhill	<input type="checkbox"/>	Untrauer
25	Downhill	<input type="checkbox"/>	Untrauer
20	Downhill	<input type="checkbox"/>	Untrauer
26	Uphill	<input type="checkbox"/>	Untrauer
21	Uphill	<input type="checkbox"/>	Untrauer
28	Downhill	<input type="checkbox"/>	Untrauer
25	Downhill	<input type="checkbox"/>	Untrauer
28	Downhill	<input type="checkbox"/>	Untrauer
26	Downhill	<input type="checkbox"/>	Untrauer
12	Uphill	<input type="checkbox"/>	Untrauer
27	Downhill	<input type="checkbox"/>	Untrauer
28	Downhill	<input type="checkbox"/>	Untrauer

Summary for 5:56:00 AM-6:26:00 AM (14 vehicles)

Minimum Speed 12
Maximum Speed 28

6:13:00 PM-6:33:00 PM

31	Uphill	<input type="checkbox"/>	Lamfers
28	Uphill	<input type="checkbox"/>	Lamfers

Summary for 6:13:00 PM-6:33:00 PM (2 vehicles)

Minimum Speed 28
Maximum Speed 31

7:26:00 AM-7:35:00 AM

17	Downhill	<input type="checkbox"/>	Untrauer
29	Uphill	<input type="checkbox"/>	Untrauer
26	Uphill	<input type="checkbox"/>	Untrauer
19	Uphill	<input type="checkbox"/>	Untrauer
21	Uphill	<input type="checkbox"/>	Untrauer

Summary for 7:26:00 AM-7:35:00 AM (5 vehicles)

Minimum Speed 17
Maximum Speed 29

Date	Time Range	Speed	Direction	Citation	Officer
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Summary for 2-8-2016 (31 vehicles)

Minimum Speed 12
Maximum Speed 31

2-9-2016

3:23:00 AM-3:53:00 AM

Untrauer

Summary for 3:23:00 AM-3:53:00 AM (1 vehicle)

Minimum Speed
Maximum Speed

6:10:00 PM-6:30:00 PM

22	Uphill	<input type="checkbox"/>	Lamfers
27	Uphill	<input type="checkbox"/>	Lamfers
26	Downhill	<input type="checkbox"/>	Lamfers
24	Downhill	<input type="checkbox"/>	Lamfers
25	Uphill	<input type="checkbox"/>	Lamfers
31	Downhill	<input type="checkbox"/>	Lamfers
26	Uphill	<input type="checkbox"/>	Lamfers
25	Uphill	<input type="checkbox"/>	Lamfers
25	Uphill	<input type="checkbox"/>	Lamfers
25	Downhill	<input type="checkbox"/>	Lamfers
29	Uphill	<input type="checkbox"/>	Lamfers
25	Downhill	<input type="checkbox"/>	Lamfers
24	Uphill	<input type="checkbox"/>	Lamfers
20	Downhill	<input type="checkbox"/>	Lamfers

Summary for 6:10:00 PM-6:30:00 PM (14 vehicles)

Minimum Speed 20
Maximum Speed 31

Summary for 2-9-2016 (15 vehicles)

Minimum Speed 20
Maximum Speed 31

2-10-2016

8:38:00 PM-9:08:00 PM

21	Downhill	<input type="checkbox"/>	Untrauer
21	Downhill	<input type="checkbox"/>	Untrauer
25	Uphill	<input type="checkbox"/>	Untrauer
25	Uphill	<input type="checkbox"/>	Untrauer

Date	Time Range	Speed	Direction	Citation	Officer
		25	Uphill	<input type="checkbox"/>	Untrauer
		28	Downhill	<input type="checkbox"/>	Untrauer
		27	Uphill	<input type="checkbox"/>	Untrauer
		23	Uphill	<input type="checkbox"/>	Untrauer
		28	Downhill	<input type="checkbox"/>	Untrauer
		30	Uphill	<input type="checkbox"/>	Untrauer

Summary for 8:38:00 PM-9:08:00 PM (10 vehicles)

Minimum Speed 21
Maximum Speed 30

Summary for 2-10-2016 (10 vehicles)

Minimum Speed 21
Maximum Speed 30

2-12-2016

6:45:00 PM-7:15:00 PM

23	Downhill	<input type="checkbox"/>	Aicher
20	Uphill	<input type="checkbox"/>	Aicher
24	Downhill	<input type="checkbox"/>	Aicher
21	Downhill	<input type="checkbox"/>	Aicher
28	Downhill	<input type="checkbox"/>	Aicher
20	Uphill	<input type="checkbox"/>	Aicher

Summary for 6:45:00 PM-7:15:00 PM (6 vehicles)

Minimum Speed 20
Maximum Speed 28

Summary for 2-12-2016 (6 vehicles)

Minimum Speed 20
Maximum Speed 28

2-13-2016

10:30:00 AM-10:50:00 AM

24	Downhill	<input type="checkbox"/>	Lamfers
29	Uphill	<input type="checkbox"/>	Lamfers
21	Uphill	<input type="checkbox"/>	Lamfers
21	Uphill	<input type="checkbox"/>	Lamfers
20	Downhill	<input type="checkbox"/>	Lamfers
26	Downhill	<input type="checkbox"/>	Lamfers
27	Uphill	<input type="checkbox"/>	Lamfers
20	Uphill	<input type="checkbox"/>	Lamfers

Date	Time Range	Speed	Direction	Citation	Officer
		22	Uphill	<input type="checkbox"/>	Lamfers
		20	Uphill	<input type="checkbox"/>	Lamfers
Summary for 10:30:00 AM-10:50:00 AM (10 vehicles)					
	Minimum Speed	20			
	Maximum Speed	29			
4:45:00 PM-5:19:00 PM					
		25	Downhill	<input type="checkbox"/>	Aicher
		25	Uphill	<input type="checkbox"/>	Aicher
		21	Uphill	<input type="checkbox"/>	Aicher
		15	Downhill	<input type="checkbox"/>	Aicher
		24	Uphill	<input type="checkbox"/>	Aicher
		26	Downhill	<input type="checkbox"/>	Aicher
		28	Downhill	<input type="checkbox"/>	Aicher
		23	Downhill	<input type="checkbox"/>	Aicher
		25	Downhill	<input type="checkbox"/>	Aicher
		21	Uphill	<input type="checkbox"/>	Aicher
Summary for 4:45:00 PM-5:19:00 PM (10 vehicles)					
	Minimum Speed	15			
	Maximum Speed	28			
Summary for 2-13-2016 (20 vehicles)					
	Minimum Speed	15			
	Maximum Speed	29			
2-14-2016					
1:05:00 AM-1:45:00 AM					
		22	Downhill	<input type="checkbox"/>	Untrauer
Summary for 1:05:00 AM-1:45:00 AM (1 vehicle)					
	Minimum Speed	22			
	Maximum Speed	22			
7:22:00 PM-7:37:00 PM					
		23	Downhill	<input type="checkbox"/>	Aicher
		22	Uphill	<input type="checkbox"/>	Aicher
Summary for 7:22:00 PM-7:37:00 PM (2 vehicles)					
	Minimum Speed	22			
	Maximum Speed	23			
Summary for 2-14-2016 (3 vehicles)					
	Minimum Speed	22			
	Maximum Speed	23			

2-15-2016

Date	Time Range	Speed	Direction	Citation	Officer
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6:56:00 AM-7:17:00 AM

19	Uphill	<input type="checkbox"/>	Untrauer
21	Downhill	<input type="checkbox"/>	Untrauer
27	Uphill	<input type="checkbox"/>	Untrauer
23	Downhill	<input type="checkbox"/>	Untrauer
19	Downhill	<input type="checkbox"/>	Untrauer
23	Uphill	<input type="checkbox"/>	Untrauer

Summary for 6:56:00 AM-7:17:00 AM (6 vehicles)

Minimum Speed 19
Maximum Speed 27

7:59:00 PM-8:19:00 PM

24	Downhill	<input type="checkbox"/>	Lamfers
30	Downhill	<input type="checkbox"/>	Lamfers
21	Uphill	<input type="checkbox"/>	Lamfers
28	Uphill	<input type="checkbox"/>	Lamfers
32	Uphill	<input type="checkbox"/>	Lamfers

Summary for 7:59:00 PM-8:19:00 PM (5 vehicles)

Minimum Speed 21
Maximum Speed 32

Summary for 2-15-2016 (11 vehicles)

Minimum Speed 19
Maximum Speed 32

2-16-2016

4:51:00 PM-5:11:00 PM

31	Uphill	<input type="checkbox"/>	Lamfers
27	Downhill	<input type="checkbox"/>	Lamfers
25	Downhill	<input type="checkbox"/>	Lamfers
22	Uphill	<input type="checkbox"/>	Lamfers
23	Uphill	<input type="checkbox"/>	Lamfers
27	Downhill	<input type="checkbox"/>	Lamfers
33	Uphill	<input type="checkbox"/>	Lamfers
27	Downhill	<input type="checkbox"/>	Lamfers
25	Uphill	<input type="checkbox"/>	Lamfers
26	Downhill	<input type="checkbox"/>	Lamfers

Date	Time Range	Speed	Direction	Citation	Officer
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Summary for 4:51:00 PM-5:11:00 PM (10 vehicles)

Minimum Speed 22
Maximum Speed 33

Summary for 2-16-2016 (10 vehicles)

Minimum Speed 22
Maximum Speed 33

Total Vehicle Count (152 vehicles)