

Notice of Meeting  
Polk City | City Council  
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May 9, 2016 | 6:30 pm  
City Hall | Council Chambers  
Broadcast live at [www.polkcityia.gov/page/LiveStream](http://www.polkcityia.gov/page/LiveStream)  
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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 April 25, 2016
2. Consider motion to receive and file the Parks Commission Minutes for May 2, 2016
3. Consider motion to approve the May 9, 2016 Claims
4. Consider motion to approve 12 months over-the-counter cigarettes, tobacco, alternative nicotine products and vapor products Permit for Kum & Go #135 effective July 1, 2016
5. Consider motion to approve 12 months Class E Liquor License for Fareway Stores, Inc. #127 effective June 17, 2016 with the following privileges: Class B wine Permit, Class C Beer Permit (Carryout Beer) and Class E Liquor License (LE)
6. Consider motion to approve 12 months Class C Liquor License for Waters Edge effective June 24, 2016 with Outdoor Service and Sunday Sales
7. Consider motion to approve 12 months Class C Liquor License for Tournament Club of Iowa, LLC effective June 1, 2016 with Outdoor Service and Sunday Sales
8. Consider motion to approve Resolution 2016-41 approving Snyder & Associates March 2016 invoice in the amount of \$15,803
9. Consider motion to accept Firefighter Tom Willardson resignation effective April 21, 2016
10. Consider motion to receive and file Library Board Meeting Minutes from April 7, 2016
11. Consider motion to receive and file the April 2016 Library Stats Report
12. Consider motion to receive and file the April 2016 Police Activity Report
13. Consider motion to receive and file the April 2016 Water Report

6. New Business

Action Items

1. Lakeside Fellowship Church rezoning request
  - a. Public Hearing
  - b. Consider motion to approve Resolution 2016-45 amending the Comprehensive Plan updating the Future Land Use from Civic to Civic/Commercial
  - c. Consider motion to approve first reading of Ordinance 2016-1800 approving rezoning .88 acres from R-2 to C-1(R) restricted to a Funeral Home for Lakeside Fellowship Church property located at 302 S 2<sup>nd</sup> St.
2. Crossroads at the Lakes rezoning request
  - a. Public Hearing

- b. Consider motion to approve first reading Ordinance 2016-1900 approving rezoning of 3.175 acres from R-1 to C-2
        - c. Consider motion to approve first reading Ordinance 2016-2000 approving rezoning of 1.882 acres from R-1 to C-2(R) restricting the use to Business and Professional Offices; Medical Offices and Health Clinics; Studios – Music, Photographic, Dance, and Fitness Centers, all less than 6,000 square feet in size; and Education – Child Care, including Daycare Centers and Pre-Schools
        - d. Consider motion to approve first reading Ordinance 2016-2100 approving rezoning of 42.442 acres from R-1, R-2(R), R-3(R) and C-2 to Planned Unit Development (P.U.D.)
  3. Consider motion to approve Resolution 2016-42 to set a Public Hearing on a Budget Amendment for FY:15/16
  4. Consider motion to approve Resolution 2016-43 approving Maximum Pizza, LLC DBA Papa's Pizzeria agreement for leasing the unimproved alley
    - a. Consider motion to approve 12 months Special Class C Liquor License (BW) (Beer/Wine) for Maximum Pizza, LLC DBA Papas Pizzeria effective May 28, 2016 with Outdoor Service and Sunday Sales
  5. Consider motion to approve the third reading of Ordinance 2016-1400 amending Chapter 47 Park Regulations adding section 47.25 Tobacco Free Policy
  6. Consider motion to approve the second reading of Ordinance 2016-1500 Water and Sewer Rates amending 2016-1500
  7. Consider motion to approve Resolution 2016-44 to set a Public Hearing for the Amendment of Zoning Regulations regarding Beekeeping regulations restricted to Agricultural Zoning District Regulations (A-1) only
  8. Consider motion to approve the first reading of Ordinance 2016-1700 Stop Yield and No Parking for the Lakefront Dr. name change to Marina Cove Dr.
7. Mayor's Report | EMS Week Proclamation designating the Week of May 15-21, 2016
8. Council Report
1. Ron Anderson
  2. Dan Lane
  3. David Dvorak
  4. Rob Mordini
  5. Robert Sarchet
9. Council Discussion | Tall Grass and Weeds
10. City Administrator's Report
11. City Staff Reports
1. Attorney's Report
  2. Engineer's Report
  3. Public Works Department Report | Website update: Parks and Trails Interactive Map
  4. Technology and Innovation Report
  5. Finance Report
  6. Fire Department Report
  7. Police Department Report | Letter of Commendation Officer Bjornson
  8. Library Report
  9. Citizen Liaison Report
12. Adjourn until May 23, 2016

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:30 p.m., Monday, April 25, 2016**  
**City Hall**

Polk City, City Council held a meeting at 6:30 p.m., on April 25, 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><b><u>Mayor Pro Tem and City Council Members Present:</u></b> Jason Morse   Mayor 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><b><u>Citizen Liaison Present:</u></b> Ken Thornton   Citizen Liaison</p>	<p><b><u>Staff Members Present:</u></b> Gary Mahannah   City Administrator Lindsey Huber   City Finance Director Jenny Gibbons   City Clerk Amy Beattie   City Attorney Kathleen Connor   City Engineering Representative Dan Gubbins   Fire Chief Mike Schulte   Public Works Director Jake Schreier   Technology Director Roger Sanders   Interim Police Chief Dustin Bjornson   Police Sargent</p>
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1. **Call to Order** / Mayor Morse called the meeting to order at 6:30 p.m.
2. **Roll Call** / Mordini, Sarchet, Anderson, Lane, Dvorak | In attendance
3. **Approval of Agenda**  
**MOTION:** A motion was made by Anderson and seconded by Lane to approve the meeting agenda  
**MOTION CARRIED UNANIMOUSLY**
4. **Public Comments** / None
5. **Consent Agenda Items**  
**MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve the consent agenda items.
  1. Consider motion to approve the City Council Meeting Minutes for April 11, 2016
  2. Consider motion to receive and file the Planning and Zoning Commission Minutes for April 18, 2016
  3. Consider motion to approve the April 25, 2016 Claims
  4. Consider motion to approve the March 2016 Financial Report
  5. Consider motion to accept a resignation from Firefighter/EMT Matt Dose effective April 20, 2016
  6. Consider motion to approve re-hiring Firefighter/Paramedic Rich Davis as grade 6, step 1 or \$14.95 per hour
  7. Consider motion to approve Lisa Mart's request to move to an administrative only position and continue as the FD Human Resources Coordinator**MOTION CARRIED UNANIMOUSLY**
6. **New Business**
  1. Economic Development Agreement with Sender's Construction, LLC
    - a. Public Hearing opened at 6:31pm and Jenny Gibbons, City Clerk, reported the notice was published April 15, 2016 and that no written or verbal comments had been received for or against the project. Gary Mahannah, City Administrator provided a report on the agreement concerning the property at 302 W Broadway  
**MOTION:** A motion was made by Lane and seconded by Anderson to close the Public Hearing at 6:33pm and reopen the regular meeting  
**MOTION CARRIED UNANIMOUSLY**

b. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2016-37 entering into an Economic Development Agreement with Sender's Construction, LLC and approving payment

**YES: Dvorak, Mordini, Sarchet, Anderson**

**NO: Lane**

**MOTION CARRIED**

2. Ken Morse, provided both a Tree Board update and an Arbor League update
  - a. Mayor Morse proclaimed April 29, 2016 as Arbor Day
  
3. **MOTION:** A motion was made by Anderson and seconded by Lane to approve Resolution 2016-39 to set a Public Hearing on May 9, 2016 at 6:30p.m. for rezoning .88 acres from R-2 to C-1(R) restricted to a Funeral Home petitioned by Lakeside Fellowship Church Property located at 302 S 2<sup>nd</sup> St.  
**MOTION CARRIED UNANIMOUSLY**
  
4. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Resolution 2016-40 to set a Public Hearing on May 9, 2016 at 6:30p.m. for Crossroads at the Lakes regarding the following zoning changes:
  - a. 3.175 acres from R-1 to C-2
  - b. 1.882 acres from R-1 to C-2(R) restricting the use to Business and Professional Offices; Medical Offices and Health Clinics; Studios – Music, Photographic, Dance, and Fitness Centers, all less than 6,000 square feet in size; and Education – Child Care, including Daycare Centers and Pre-Schools
  - c. 42.442 acres from R-1, R-2(R), R-3(R) and C-2 to Planned Unit Development (P.U.D.)**MOTION CARRIED UNANIMOUSLY**
  
5. **MOTION:** A motion was made by Mordini and seconded by Sarchet to approve the quote from Hill Brothers Asphalt in the amount of \$9,600 to patch four streets; E. Wood, 4<sup>th</sup>, W. Grimes/S 3<sup>rd</sup>, and Davis  
**MOTION CARRIED UNANIMOUSLY**
  
6. Shawn Comer and Jake Comer, Papa's Pizza, presented a proposal on one year lease agreement with the City including maintenance and upkeep of the unimproved Alleyway between Giggles and P&M Apparel  
**MOTION:** A motion was made by Sarchet and seconded by Mordini to direct Amy Beattie, City Attorney to prepare lease agreement  
**MOTION CARRIED UNANIMOUSLY**
  
7. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-36 approving an agreement with North Polk Schools to provide transportation for Summer Rec program at a rate of \$5.46 per mile for 2 buses  
**MOTION CARRIED UNANIMOUSLY**
  
8. **MOTION:** A motion was made by Mordini and seconded by Lane to approve Resolution 2016-35 Changing Lakefront Dr. To Marina Cove Dr.  
**MOTION CARRIED UNANIMOUSLY**
  
9. **MOTION:** A motion was made by Mordini and seconded by Anderson to approve the second reading of Ordinance 2016-1400 amending Chapter 47 Park Regulations adding section 47.25 Tobacco Free Policy with updated enforcement language  
**MOTION CARRIED UNANIMOUSLY**
  
10. **MOTION:** A motion was made by Lane and seconded by Anderson to approve the first reading of Ordinance 2016-1500 Water and Sewer Rates amending Chapter 92, Water Rates, Section 92.02, Rates for Service and Chapter 99, Section 99.02, Sewer Rates, with an increase of 15%  
**YES: Anderson, Lane, Dvorak, Mordini**  
**NO: Sarchet**  
**MOTION CARRIED**

7. **Mayor Report** | Mayor Morse discussed the recent news of the Polk City Pharmacy closing and due to insurance issues forcing smaller pharmacies to close. Mayor and the Polk City Development Corporation are looking into any options to help prevent the closing if at all possible.

8. **Council Report**

- Sarchet requested that the Police do a speed study on Southside Dr. He provided an update on LOST. Sarchet requested an update on Dart and asked Mike Schulte, Public Works Director to investigate the possibility of drilling another well in Polk City
- Anderson requested Staff schedule a priority meeting to ensure everyone is in agreement on the priorities. He thanked Public Works for their help with a new door and ramp for the shed at the Sports Complex for the newly purchased drag machine by Little League
- Lane discussed some recent calls to his home and wanted everyone to be on alert for scam phone calls
- Dvorak thanked Staff for quantifying numbers on water and sewer rates. He requested Police research the parking Ordinance on Pine Ridge and Southside Dr. and to look in any necessary updates for safety purposes
- Mordini highlighted the positive relationship the City has established with several developers and their willingness to work with the City

9. **Council Discussion**

- Gary Mahannah, City Administrator provided an update on construction project of Highway 415; utility locates have been completed but the DOT hasn't provided any information on the name of the Contractor or time lines

10. **City Administrator Report** | Gary Mahannah reported on a pre-construction meeting last Thursday on the Davis & Tyler street project and the contractor plans to start May 2<sup>nd</sup> with completion by the end of May 2016. Mahannah reminded Council the Police Chief search is in full swing and they will be meeting the final candidates May 17, 2016 at the Methodist Church.

11. **City Reports**

- Mike Schulte, Public Works Director discussed the need for converting MSDS to SDS by June 1
  - **MOTION:** A motion was made by Lane and seconded by Sarchet to use \$1000 grant from ICAP and \$2154.50 from SCCIC to buy a two year subscription to SDS Binderworks  
**MOTION CARRIED UNANIMOUSLY**
- Dan Gubbins, Fire Chief said the annual event for smoke detector checks was a big success, delivering 120 pizzas

12. **Closed Session pursuant to Code of Iowa Chapter 21.5**

**MOTION:** A motion was made by Mordini and seconded by Lane to enter into Closed Session pursuant to Code of Iowa Chapter 21.5 Closed Session, c. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body at 7:50 p.m.

**MOTION CARRIED UNANIMOUSLY**

***Council reopened the regular meeting at 8:07 p.m.***

13. **Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Lane to adjourn at 8:07 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – Monday, May 9, 2016*

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Jason Morse, Mayor

Attest:

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Jenny Gibbons, City Clerk



**MEETING MINUTES**  
**The City of Polk City**  
**Parks Commission**  
**6:00 p.m., Monday, May 2, 2016**  
**City Hall**

Polk City, Parks Commission held a meeting at 6:00 p.m., on May 2, 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><b><u>Parks Commission Members Present:</u></b>          Audrey Bell   Chair          Josh Reed   Pro Tem          David Hiatt   Parks Commission Member          Andy Johnson   Parks Commission Member          Kelley Haaland   Parks Commission Member          Sam Hill   Parks Commission Member</p> <p><b><u>Parks Commission Members Absent:</u></b>          Bob Fourez   Parks Commission Member</p> <p><b><u>Additional Attendees:</u></b>          David Dvorak   City Council Liaison          Ken Morse   Tree Board Liaison</p>	<p><b><u>Staff Members Present:</u></b>          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** | Hiatt, Reed, Bell, Johnson, Haaland, Hill | In attendance
3. **Approval of Minutes**  

**MOTION:** A motion was made by Hiatt and seconded by Reed to approve the April 4, 2016 Meeting Minutes  
**MOTION CARRIED UNANIMOUSLY**
4. **Audience Items** | No discussion
5. **New Business**
  - a. **Presentation for proposed park renovation for the Square by John Calhoun, Polk City Development Corporation.**  
 John Calhoun, PCDC, shared an overview of the proposed renovations to the playground at the Town Square Park. The plan includes taking out existing equipment; replacing some of the equipment and re-using other equipment. The estimated cost is \$71,950.00 with \$30,000.00 secured through a donation; and \$15,000.00 in other secured funds. The expectation expressed is that the park renovation would be completed by July 1. John was looking for the Parks Commission to approve the project as a whole in concept so he can present it to Council in May 2016.  
**MOTION:** A motion was made by Reed and seconded by Hill to approve recommendation to Council approving the project concept for the Town Square Park Playground Renovation.  
**MOTION CARRIED UNANIMOUSLY**
  - b. **Sports Complex Merged Calendar**  
 Becky Leonard, Deputy City Clerk, shared the Combined Sports Complex Usage schedule showing the timeframe, number of events, expected attendance and expected parking needs as requested by Little League Baseball, Little League Softball, North Polk

United Soccer, Adult Softball and the Middle School Softball teams. Included with the combined schedule was a detailed calendar view showing all the dates and times each organization has practice and/or games scheduled. The purpose of showing the level of detail was two-fold: to show the vast schedule of events occurring at the Complex during the Spring Season; and to open discussion for process improvements needed to ensure requests are submitted timely and that the requested usage is appropriate given space limitations.

**Tree Board Liaison Report** | Ken Morse reported that Polk City earned its Annual Tree City USA award for the 23<sup>rd</sup> year in a row, and received the Growth Award for the 21<sup>st</sup> consecutive year. Ken shared the landscaping will be completed around the MidAmerican electrical box in Lakeside Linear Park at the corner of Phillips and Parker Blvd. He also shared that the large boulder has been placed at Westside Park and it's been well received. Ken offered to provide the commission a conceptual drawing for Lakeside Linear Park to illustrate the meandering mulch path and possible information stations. Lastly, he expressed concern over the poor ground designated for parks in the newer development and cited Lost Lake Park specifically as being poor quality. He encouraged the Commission to have someone attend the P&Z meetings as Parks Liaison to have a voice in the type of grounds given to ensure the land is usable.

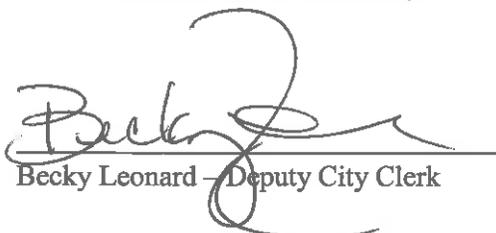
6. **Council Liaison Report** | Councilman Dvorak commented on the Polk City's City Parks Interactive Map memo provided by Jake Schreier, Technology Director. He complimented Jake's efforts in putting this information together.
7. **Staff Report** | Becky Leonard, Deputy City Clerk, shared the live demonstration for Polk City's City Park Interactive Map on behalf of Jake Schreier, Technology Director, and explained this map is live and available on the City's website for anyone to see. The commission also complimented Jake for his efforts. The commission would like to see photos of the parks and possibly a panoramic view/tour that people can review.
8. **Public Works Report** | Becky Leonard shared the Doc Simmer Memorial Park sign has been installed and Public Works is just waiting on the final dirt work. She also shared the Tyler & Davis intersection construction project has begun.
9. **Commission Report** | Bell asked if there is an interest in meeting at another park for the June 6, 2016 session. Becky will confirm location based on agenda items. Hill asked the status of tobacco free parks ordinance and signage which is scheduled for the third reading on Monday 9, 2016.

10. **Adjournment**

**MOTION:** A motion was made by Reed and seconded by Hill to adjourn at 7:37 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date* – Monday, June 6, 2016 to be held at Lost Lake Park located in between Lost Lake Dr and W Broadway.



Becky Leonard – Deputy City Clerk

# CLAIMS REPORT

The City of Polk City

For **5/9/2016**

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
BLDG	SAFE BUILDING COMP. & TECH	BUILDING INSPECTIONS	\$15,479.85
CH	BRICK LAW FIRM	LEGAL SERVICES	\$3,450.00
CH	DES MOINES METAL FABRICATING	SIGN BRACKETS-4 SEASONS FEST	\$859.90
CH	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$44.00
CH	GRINNELL STATE BANK	BANK CHARGES	\$120.50
CH	MEDIACOM	INTERNET SERVICE	\$77.45
CH	STOREY KENWORTHY	CHECKS	\$212.59
CH	STOREY KENWORTHY	CHAMBER CHAIRS	\$1,575.94
CH	TOTAL QUALITY INC.	LAWNCARE	\$60.00
FD	440-PRAXAIR DISTR. INC.	OXYGEN	\$268.57
FD	BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$177.28
FD	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$45.50
FD	CW ELECTRIC	FLAG POLE LIGHTS	\$167.95
FD	DEBRA WILKINSON	REIMBURSEMENT-NOTARY APPLICATI	\$30.00
FD	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$459.00
FD	KLOCKE'S EMERGENCY VEHICLE	STROBE	\$235.16
FD	MERCY COLLEGE OF HEALTH SCIENC	CPR CARDS	\$25.50
FD	NELSON AUTOMOTIVE	REPAIR PARTS	\$40.80
FD	RACOM	MONTHLY ACCESS	\$658.00
FD	SANDRY FIRE SUPPLY L.L.C.	MSA REPAIR	\$19.62
FD	SANDRY FIRE SUPPLY L.L.C.	STATION SUPPLIES	\$725.58
LIB	AMAZON	BOOKS	\$2,219.64
LIB	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$10.50
LIB	HY-VEE	NUTRITION PRESENTATION	\$100.00
LIB	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$480.00
LIB	RECORDED BOOKS LLC.	BOOKS ON CD	\$297.00
LIB	RICHARD TAYLOR	TECH SUPPORT	\$425.00
LIB	TOTAL QUALITY INC.	LAWNCARE	\$59.00
PARKS	ARDICK EQUIPMENT CO.	SIGNS	\$119.00
PARKS	ARNOLD MOTOR SUPPLY	SIGN PAINT-SPORTS COMPLEX	\$58.65
PARKS	BOLAND RECREATION	PLAYGROUND MULCH	\$2,800.00
PARKS	C F I	REPAIR BOBCAT TIRE	\$151.00
PARKS	GEHRKE QUARRIES INC	Q-LIME FOR SOFTBALL FIELDS	\$645.84
PARKS	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$16.50
PARKS	GNA TRUCKING LLC	TRUCKING SERVICES	\$617.50
PARKS	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$153.80
PARKS	TOTAL QUALITY INC.	LAWNCARE	\$913.00
PD	BRICK LAW FIRM	LEGAL SERVICES	\$1,291.74
PD	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$58.00
PD	SPRINT	PHONE/DATA SERVICES	\$149.86
PW	ANKENY SANITATION	TRASH SERVICE	\$456.28
PW	ARNOLD MOTOR SUPPLY	VEHICLE PARTS & SUPPLIES	\$243.20
PW	CALIGIURI CONCRETE, LLC	SAWCUT/REPOUR PATCH N 3RD ST	\$6,856.00
PW	CALIGIURI CONCRETE, LLC	MAIN BREAK REPAIRS-N BROADWAY	\$1,834.00
PW	CAPITAL CITY EQUIPMENT CO.	HYDRO COUPLERS	\$160.05
PW	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$31.25
PW	CONTECH ENGINEERED SOLUTIONS	DITCH REPAIR-JESTER PARK DR	\$964.27
PW	D & K PRODUCTS	5GAL GLYPHOSATE PRO	\$208.00
PW	FERGUSON WATERWORKS	EQUIPMENT REPAIRS	\$32.45
PW	FORTERRA BUILDING PRODUCTS	MANHOLE RINGS	\$224.00
PW	GENERAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	\$509.50
PW	GNA TRUCKING LLC	TRUCKING SERVICES	\$190.00
PW	H.D. WATERWORKS SUPPLY	REPAIR PARTS	\$391.08
PW	HACH COMPANY	WATER DEPARTMENT SUPPLIES	\$61.05

**CLAIMS REPORT**  
The City of Polk City

For **5/9/2016**

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
PW	KLEEN SWEEP SERVICES INC	CLEANING SERVICE	\$562.00
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$501.64
PW	MARTIN MARIETTA AGGREGATES	SAND FOR MAIN BREAKS	\$336.63
PW	MATHESON	TANK RENTALS	\$13.80
PW	METRO WASTE AUTHORITY	CURB IT RECYCLING	\$3,815.07
PW	RANSOM TOOLS LLC	2-SOCKET SETS	\$419.98
PW	SAFETY KLEEN SYSTEMS INC	PARTS CLEANER SOLVENT	\$137.66
PW	SAYLORCREEK SAND COMPANY	GARDEN MIX	\$318.00
PW	SDS BINDERWORKS	2-YR SUBSCRIPTION	\$3,154.50
PW	SPRAYER SPECIALITIES INC	HOSE COUPLERS	\$36.08
PW	TOTAL QUALITY INC.	LAWNCARE	\$1,511.00
PW	URBAN TURF FARMS	15 ROLLS SOD	\$45.00
WATER	DES MOINES WATER WORKS	PURCHASED WATER	\$16,348.83
<b>TOTAL</b>			<b>\$74,660.54</b>
	BLDG		\$15,479.85
	CH		\$6,400.38
	FD		\$2,852.96
	LIB		\$3,591.14
	PARKS		\$5,475.29
	PD		\$1,499.60
	PW		\$23,012.49
	WATER		<u>\$16,348.83</u>
	<b>TOTAL</b>		<b>\$74,660.54</b>



SEE INSTRUCTIONS ON THE REVERSE SIDE

For period (MM/DD/YYYY) 07 / 01 / 2016 through June 30, 2017

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA: Kum & Go # 135  
Physical Location Address: 303 W Broadway St City: Polk City ZIP: 50226  
Mailing Address: 6400 Westown Parkway City: West Des Moines State: IA ZIP: 50266  
Business Phone Number: (515) 984-6959

Legal Ownership Information:

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP   
Name of sole proprietor, partnership, corporation, LLC, or LLP: Kum & Go LC  
Mailing Address: 6400 Westown Parkway City: West Des Moines State: IA ZIP: 50266  
Phone Number: (515) 457-6000 Fax Number: (515) 457-0124 Email: licenses@kumandgo.com

Retail Information:

Types of Sales: Over-the-counter  Vending machine   
Types of Products Sold: (Check all that apply)  
Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store   
Has vending machine that assembles cigarettes  Other

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

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

Name (please print): Craig Bergstrom Name (please print): \_\_\_\_\_  
Signature: *Craig Bergstrom* Signature: \_\_\_\_\_  
Date: 04/21/2016 Date: \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 875<sup>00</sup>
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: Polk City

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**Applicant License Application ( LE0002352 )**

<b>Name of Applicant:</b> <u>Fareway Stores, Inc.</u>		
<b>Name of Business (DBA):</b> <u>Fareway Stores, Inc. #137</u>		
<b>Address of Premises:</b> <u>1101 South 5th Street</u>		
<b>City</b> <u>Polk City</u>	<b>County:</b> <u>Polk</u>	<b>Zip:</b> <u>50226</u>
<b>Business</b>	<u>(515) 984-9505</u>	
<b>Mailing</b> <u>2300 Industrial Park Road</u>		
<b>City</b> <u>Boone</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50036</u>

**Contact Person**

<b>Name</b> <u>Tracey Wilson</u>	
<b>Phone:</b> <u>(515) 433-5336</u>	<b>Email</b> <u>twilson@farewaystores.com</u>

**Classification** Class E Liquor License (LE)

**Term:** 12 months

**Effective Date:** 06/17/2016

**Expiration Date:** 06/16/2017

**Privileges:**

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)

**Status of Business**

<b>BusinessType:</b> <u>Privately Held Corporation</u>	
<b>Corporate ID Number:</b> <u>253</u>	<b>Federal Employer ID</b> <u>42-0240920</u>

**Ownership**

**Fred E. Vitt Trust**

**First Name:** Fred E.                      **Last Name:** Vitt Trust  
**City:** Boone                              **State:** Iowa                      **Zip:** 50036  
**Position:** Trust  
**% of Ownership:** 10.85%                      **U.S. Citizen:** Yes

**Frederick Greiner**

**First Name:** Frederick                      **Last Name:** Greiner  
**City:** Boone                              **State:** Iowa                      **Zip:** 50036  
**Position:** President  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes

**Paul S. Beckwith Trust**

**First Name:** Paul S.                      **Last Name:** Beckwith Trust  
**City:** Boone                              **State:** Iowa                      **Zip:** 50036

Position: Trust

% of Ownership: 55.78%

U.S. Citizen: Yes

Various Individuals & Trust each

holding less than 5%.

First Name: Various Individuals & Trust Last Name: each holding less than 5%

City: Unknown

State: Iowa

Zip: 55555

Position: Stockholders

% of Ownership: 33.37%

U.S. Citizen: Yes

#### Insurance Company Information

Insurance Company:	<u>Merchants Bonding Company</u>		
Policy Effective Date:	<u>06/17/2016</u>	Policy Expiration	<u>01/01/1900</u>
Bond Effective	<u>2</u>	Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective		Temp Transfer Expiration Date:	

**Applicant License Application ( LC0038493 )**

<b>Name of Applicant:</b> <u>BVJV LLC</u>		
<b>Name of Business (DBA):</b> <u>Waters Edge</u>		
<b>Address of Premises:</b> <u>103 e broadway</u>		
<b>City</b> <u>Polk City</u>	<b>County:</b> <u>Polk</u>	<b>Zip:</b> <u>50226</u>
<b>Business</b> <u>(515) 984-6888</u>		
<b>Mailing</b> <u>606 stippich</u>		
<b>City</b> <u>polk city</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50226</u>

**Contact Person**

<b>Name</b> <u>james vogt</u>
<b>Phone:</b> <u>(515) 975-4566</u> <b>Email</b> <u>jvandcr@msn.com</u>

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 06/24/2016

**Expiration Date:** 06/23/2017

**Privileges:**

- Class C Liquor License (LC) (Commercial)
- Outdoor Service
- Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>
<b>Corporate ID Number:</b> <u>418182</u> <b>Federal Employer ID</b> <u>45-2449772</u>

**Ownership**

**James Vogt**

**First Name:** James      **Last Name:** Vogt  
**City:** Polk City      **State:** Iowa      **Zip:** 50226  
**Position:** member  
**% of Ownership:** 50.00%      **U.S. Citizen:** Yes

**William Vogt**

**First Name:** William      **Last Name:** Vogt  
**City:** Polk City      **State:** Iowa      **Zip:** 50226  
**Position:** Member  
**% of Ownership:** 50.00%      **U.S. Citizen:** Yes

**Insurance Company Information**

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

**Policy Effective Date:** 06/24/2016

**Policy Expiration** 06/24/2017

**Bond Effective**

**Dram Cancel Date:**

**Outdoor Service Effective**

**Outdoor Service Expiration**

**Temp Transfer Effective**

**Temp Transfer Expiration Date:**

**Applicant License Application ( LC0032610 )**

<b>Name of Applicant:</b> <u>Tournament Club of Iowa, LLC</u>		
<b>Name of Business (DBA):</b> <u>Tournament Club of Iowa, LLC</u>		
<b>Address of Premises:</b> <u>1000 Tradition Dr</u>		
<b>City</b> <u>Polk City</u>	<b>County:</b> <u>Polk</u>	<b>Zip:</b> <u>50226</u>
<b>Business</b> <u>(515) 984-9440</u>		
<b>Mailing</b> <u>1000 Tradition Dr</u>		
<b>City</b> <u>Polk City</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50226</u>

**Contact Person**

<b>Name</b> <u>Ginger Atcheson</u>		
<b>Phone:</b> <u>(515) 984-9173</u>	<b>Email</b> <u>gatcheson@tcofiowa.com</u>	

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 06/01/2016

**Expiration Date:** 05/31/2017

**Privileges:**

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>		
<b>Corporate ID Number:</b> <u>267677</u>	<b>Federal Employer ID</b> <u>42-1525977</u>	

**Ownership**

**Anthony Hoyles**

**First Name:** Anthony

**Last Name:** Hoyles

**City:** West Des Moines

**State:** Iowa

**Zip:** 50266

**Position:** General Manager

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>Cincinnati Insurance Company</u>	
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective Date</b>	<b>Temp Transfer Expiration Date:</b>

**RESOLUTION 2016-41**

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

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**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:	\$12,039
Capital Improvement Projects:	\$0
Reimbursable Development Review Projects:	\$3764

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Polk City, Iowa hereby approves the Snyder & Associates invoice for March 2016, in the amount of \$15,803

**PASSED AND APPROVED** the 9<sup>th</sup> day of May, 2016.

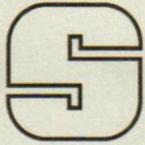
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Jason Morse, Mayor

ATTEST:

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Jenny Gibbons, City Clerk



**Date** April 29, 2016

**To:** Gary Mahannah  
City of Polk City  
P.O. Box 426  
Polk City, IA 50226-0426

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## **INVOICE SUMMARY - MARCH SERVICES**

Services from March 1, 2016 through March 31, 2016

### **GENERAL ENGINEERING**

<u>2016 General Engineering</u>	116.0001	\$ 3,036.00
<u>Building and Development issues:</u> <i>Coordination with developers, engineers, building inspector, and staff regarding various potential and ongoing development projects and building permits.</i>	116.0001	\$ 3,182.00
<u>Miscellaneous Projects:</u> <i>Coordinate with staff and research existing culvert location under Broadway, concept for Sports Complex parking lot expansion, FEMA dIRM and SOMA requirements, and drainage complaints from Bill Wells, Prairie Ridge Court.</i>	116.0001	\$ 5,821.00
<u>Zoning &amp; Subdivision Ordinances:</u>	116.0001	\$ -
<b>SUBTOTAL</b>		<b>\$ 12,039.00</b>

### **CAPITAL IMPROVEMENT PROJECTS**

**SUBTOTAL** **\$ -**

### **REIMBURSABLE DEVELOPMENT REVIEW PROJECTS**

Crossroads at the Lakes Rezoning and Master Plan	115.1065	\$ 568.00
Deer Haven Plat 1	115.0537	\$ 500.00
Deer Haven TIF Project	115.0778	\$ 2,496.00
Lakefront Office Park Site Plan and Plat	116.0077	\$ 200.00
<b>SUBTOTAL</b>		<b>\$ 3,764.00</b>

**TOTAL** **\$ 15,803.00**

**Snyder & Associates, Inc.**  
**2016 Invoice Summary**

Printed: April 30, 2016

Average Monthly Fees for General Engineering Services: \$2,703.33

Service Provided	Comments	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
<b>General Engineering</b>														
General Engineering Services	General Engineering	2322.00	2752.00	3036.00										8,110.00
General Engineering Services	Building & Development Issues	1892.00	5074.00	3182.00										10,148.00
Zoning, Subdivision, TIF	Codes and Ordinances													-
<b>SUBTOTAL</b>	<b>GENERAL ENGINEERING</b>	<b>4214.00</b>	<b>7826.00</b>	<b>6218.00</b>	<b>0.00</b>	<b>18,258.00</b>								
<b>Capital Improvement Projects</b>														
Comprehensive Plan	Public Outreach and Planning Services	2349.44	120.20											2,469.64
Davis & Tyler St Intersection Imp.	Design, plans, survey, bidding	5770.00	6805.00											12,575.00
Hwy 415 Turning, Signal Warrant	Signal for W. Bridge/3rd, geometrics	7850.00	650.00											8,500.00
Washington/Booth Reconstruction	Construction Phase Services													-
General: Misc. Small Projects	Design, plans, survey, easements, etc.	1759.00	2168.00	5821.00										9,748.00
<b>SUBTOTAL</b>	<b>CAPITAL IMPROVEMENTS</b>	<b>17728.44</b>	<b>9743.20</b>	<b>5821.00</b>	<b>0.00</b>	<b>33,292.64</b>								
<b>Reimbursable Projects</b>														
Crossroads at the Lakes Rezoning	PUD Master Plan, C-2, SWMP concept	602.00	4917.50	568.00										6,087.50
Deer Haven Plat 1	Street lights			500.00										500.00
Deer Haven TIF Project	TIF-eligible costs, URA, meetings		86.00	2496.00										2,582.00
Lakefront Office Park	Site Plan, Prelim Plat, Final Plat	2500.00		200.00										2,700.00
Lakeside Fellowship Church	Amended Site Plan	1600.00												1,600.00
Sires lot split	Plat of Survey	500.00												500.00
Wolf Creek Townhomes Plat 9	Construction Observation	1428.00												1,428.00
Wolf Creek Townhomes Plat 11	Final Plat	200.00												200.00
Wolf Creek Townhomes Plat 12	Final Plat	200.00												200.00
<b>SUBTOTAL</b>	<b>DEVELOPER REIMBURSEMENTS</b>	<b>7030.00</b>	<b>5003.50</b>	<b>3764.00</b>	<b>0.00</b>	<b>15,797.50</b>								
<b>TOTALS</b>		<b>28,972.44</b>	<b>22,572.70</b>	<b>15,803.00</b>	<b>-</b>	<b>67,348.14</b>								

**Misc Projects:** IDOT Agreement re: 3R project, DMWW Joint Water System Master Plan, Wells Slope Stability issues, potential Edgewater Drive Assessment project, culvert under Broadway, Sports Complex parking lot expansion, FEMA dFIRM review and SOMA requirements, Prairie Ridge Court drainage concerns.



# 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](http://www.polkcityfd.com)

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May 3<sup>rd</sup>, 2016

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

- The department has received a resignation from Firefighter Tom Willardson effective April 21<sup>st</sup>, 2016. See attached resignation letter.

Thanks,

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

Dan Gubbins  
Fire Chief

## Dan Gubbins - PCFD

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**From:** Tom Willardson <tawillardson@gmail.com>  
**Sent:** Thursday, April 21, 2016 5:43 PM  
**To:** Dan Gubbins - PCFD; michael.bernard@polkcityfd.com

I'm not going to be able to make it again tonight. Unfortunately, I don't think I'm going to be able to continue on the fire department for now. As much as I'd like to be a part of the department, I just have too much going on and can't commit the time necessary and things don't look like they'll be slowing down anytime soon. I plan on bringing my pager and other things in this weekend. Please let me know if there's anything else I need to do.

Thanks,  
Tom Willardson

Minutes of the Meeting of  
The Polk City Community Library Board of Trustees  
April 7, 2016

- I. The Meeting was called to Order by Mike Miller at 7:02 p.m.  
Board Members Present: Bob Wright, Angel Nelson, Mike Miller, Mandy Vogel  
Board Members Absent: Corey Hoodjer  
Library Director Present: Kim Kellogg  
City Council Liaison Present: Dan Lane
- II. Upon a Motion properly made and seconded, it was voted unanimously to approve the Agenda for this Meeting.
- III. Previous Minutes: Upon a Motion properly made and seconded, it was voted unanimously to approve the Minutes of the Meeting on March 7, 2016.
- IV. Communication from the Public: None
- V. Director's Report:  
Library Director Kellogg that:
  1. County contract was received. She will review and present to the Board for approval in May
  2. Quarterly County Check was received for \$1,643.00
  3. Preparing for summer reading program
  4. 1,000 books by kindergarten program – children can receive prizes for books read
  5. Unattended Children Policy will be reviewed in May
  6. Would like to explore options for replacing current cleaning company. Board was open to exploring options.
- VI. City Council Liaison Report:  
Councilman Lane reported that:
  1. Approved \$500 donation to Des Moines Bicycle Collective
  2. Comprehensive Plan will be presented at the next Council meeting for approval, on April 11. The meeting will include a Public Hearing for the Comprehensive Plan

3. New vehicle approved for police department
4. Approved use of sports complex for North Polk Middle School Softball to use
5. Police chief search is continuing. Will be interviewing candidates May 17.

VII. New Business:

1. Reviewed April work schedule & March expenditures
2. Public Comment Policy – The Public Comment Policy was reviewed, minor changes were recommended. Policy was approved subject to minor changes. Moved, seconded, unanimously approved.

VIII. Old Business: None

IX. Board Member Reports: None

- X. Upon a Motion properly made and seconded, it was noted to adjourn the Meeting at 7:45 p.m.

Next Meeting: May 2, 2016, at 7:00

Respectfully Submitted,

Mandy Vogel, Secretary

LIBRARY - APRIL 2016 STATS SNAPSHOT				
Total Visitors	1941			
People Checking Out	347			
Polk City Cardholders	301			
Polk City Checkouts	2731			
Open Access Cardholders	28			
Open Access Checkouts	240			
Rural Cardholders	18			
Rural Checkouts	182			
Total Checkouts	3153			
Bridges E-book/Audiobook Checkouts	195			
Incoming ILL Books	35			
Outgoing ILL Books	36			
Reserves Placed	96			
Materials Added	165			
Materials Withdrawn	508			
New Cards Issued	7			
Computer Users	97			
WiFi Users (on site)	89			
Reference Questions	155			
AWE Station Usage	183			
AWE Games Played	226			
Adult Programs	20			
Adult Program Attendance	215			
Youth Programs	11			
Youth Program Attendance	300			
No. of Meeting Room Uses by Outside Groups	7			
Patron Savings	\$40,335.35			





Polk City Police Department  
Calls for Service/Activity Report  
2016

5/5/2016

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Avg	YTD Total
Administrative Complaint	0	0	0	0										0
Alcohol Driving Violation (Juvenile)	0	0	0	0										0
Animal Bite	0	0	0	0										0
Animal Complaint	4	4	3	5										16
Arrest (Other)	0	0	0	0										0
Arson	0	0	0	0										0
Assault	2	1	0	1										4
Assisting Fire Dept/Rescue	20	16	21	14										71
Assisting Law Enforcement Agency	5	7	3	11										26
Assisting Public	41	49	44	42										176
Attempted Suicide	0	2	1	0										3
Burglary	2	1	0	4										7
Civil Dispute	1	1	0	6										8
Community Room Scheduling	6	0	7	2										15
Complaint of Snowmobile	0	0	0	0										0
Criminal Mischief	2	2	0	5										9
Criminal Trespass	1	1	1	1										4
Death Investigation	0	0	0	0										0
Disturbing the Peace	0	4	1	6										11
Domestic Assault	0	0	1	0										1
Domestic Quarrel	0	2	2	6										10
Driving While Intoxicated	0	0	1	1										2
Fight	0	0	0	0										0
Found Property	1	0	5	6										12
Fraud	2	0	2	0										4
Gambling Permit Violation	0	0	0	0										0
Harassment	4	0	9	2										15
Illegal Burning	0	0	1	0										1
Illegal Parking	2	4	22	5										33
Impounded Animal	1	1	0	1										3
Incomplete 911 Call	0	0	2	3										5
Indecent Exposure	0	0	0	0										0
Loitering	0	0	0	0										0
Mental Subject	0	0	0	0										0
Missing Person	0	0	4	1										5
Narcotics Investigation	3	0	0	1										4
Open Door	2	1	2	1										6
Peddling Permit Violation	0	0	0	0										0
Possession of Alcohol/Tobacco by Minor	1	0	0	0										1
Prowler	0	0	0	0										0

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Avg	YTD Total
Public Intoxication	0	0	1	0										1
Records Check	13	8	10	9										40
Residential or Commercial Alarm	7	6	5	5										23
Serving Search Warrant	0	0	0	0										0
Suicide	0	1	1	1										3
Supplying Alcohol to a Minor	0	0	0	0										0
Suspicious Person	8	3	14	7										32
Theft	2	1	4	5										12
Traffic Arrest	0	1	4	0										5
Traffic Citations/Warnings	58	49	29	29										58
Vehicle (Abandoned)	0	2	2	0										4
Vehicle (Disabled)	17	3	8	9										37
Vehicle (Impounded)	1	0	0	0										1
Vehicle (Obsolete)	0	0	0	0										0
Vehicle (Suspicious)	14	12	13	8										47
Vehicle Crash (Hit & Run)	0	0	0	0										0
Vehicle Crash (Personal Injury)	1	3	0	0										4
Vehicle Crash (Property Damage)	2	0	3	2										7
Violation of Court Order	0	0	0	0										0
Warrant Arrest	1	2	0	0										3
Welfare Check	2	0	2	3										7
<b>Monthly Totals:</b>	226	187	228	202	0	0	0	0	0	0	0	0		
													<b>Year to Date Total:</b>	729

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

# Polk City Water Department

## Monthly Report

Month Apr.

Year 2016

Total Water Pumped 10,804,430 Gallons  
Monthly Daily Avg 360147 Gallons

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### 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** .7 University Hygienic Lab.  
A fluoride concentration of approx. 1mg/l in drinking water effectively reduces dental caries without harmful effects on health. MCL for fluoride is 4.0 mg/l.  
**Fluoride at Plant- Monthly Average** .82 mg/l Polk City Lab.  
**Fluoride in System- Monthly Average** .76 mg/l Polk City Lab.
- **Chlorine Free At Plant- Monthly Average** 1.50 mg/l Polk City Lab.  
**Chlorine Total at plant- Monthly Average** 2.49 mg/l Polk City Lab.  
**Chlorine Free in System- Monthly Average** .93 mg/l Polk City Lab.  
**Chlorine Total in System- Monthly Average** 1.10 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** 6.94 mg/l Polk City Lab.  
**Iron Finish Water- Monthly Average** .01 mg/l Polk City Lab.  
**Iron System Water- Monthly Average** .01 mg/l Polk City Lab.  
Iron occurs in rocks and minerals in the earth's crust. It's the 4<sup>th</sup> 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** .12 mg/l Polk City Lab.  
**Manganese System Water- Monthly Average** .03 mg/l Polk City Lab.  
Manganese also occurs in rocks and the earth's crust. It is the 7<sup>th</sup> 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** 7.6 mg/l Polk City Lab.  
**pH System Water- Monthly Average** 8.0 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 \_\_\_\_\_

**NOTICE OF PETITION FOR REZONING**

YOU ARE HEREBY NOTIFIED that on the 18<sup>th</sup> day of April 2016, Polk City Planning and Zoning (P&Z) Commission will hold a public meeting on petition submitted to the City of Polk City, Iowa by Lakeside Fellowship Church.

1) To rezone .375 acres from its present zoning classification of R-2 to C-1

For ease of understanding please see attached map, the properties are legally described as follows:

**LEGAL DESCRIPTION FOR LAKESIDE FELLOWSHIP CHURCH**

LOTS 1 AND 2 IN BLOCK 17, IN THE TOWN OF POLK CITY, POLK COUNTY, IOWA

AND

ALL OF THE 16.5 FOOT WIDE NORTH AND SOUTH ALLEY RUNNING IN A NORTHEASTERLY AND SOUTHWESTERLY DIRECTION IN THE CENTER OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, IOWA, EXCEPT THE EASTERLY 8.00 FEET OF A NORTHEAST AND SOUTHWEST ALLEY LYING ADJACENT TO LOT 4 IN BLOCK 17, THE EASTERLY 8.00 FEET OF SAID NORTHEAST TO SOUTHWEST ALLEY IN BLOCK 17 EXTENDED 8.00 FEET NORTHEAST OF THE NORTHEASTERLY LINE OF SAID LOT 4.

ALSO ALL THE 16.5 FOOT WIDE ALLEY BETWEEN LOTS 1 AND 4 OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, POLK COUNTY, IOWA EXCEPT THE SOUTHERLY 8.00 FEET OF A NORTHWEST TO SOUTHEAST ALLEY IN SAID BLOCK 17 LYING ADJACENT TO SAID LOT 4.

ALSO ALL OF THE 16.5 FOOT WIDE EAST AND WEST ALLEY IN THE CENTER OF LOT 17, BETWEEN LOTS 2 AND 3 OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, IOWA

**Please see attached map**

YOU ARE FURTHER NOTIFIED that said petitions will come before the P&Z Commission on April 18, 2016 at 6:00 p.m. at which time you may appear and present any reasons that you may have, either in favor of or against said proposed rezoning.

DATED this 8<sup>th</sup> day of April 2016

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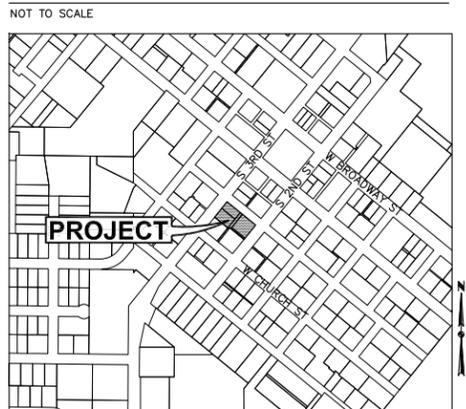
Jenny Gibbons, City Clerk



**ADJACENT OWNERSHIPS**

			CONSENTING
1.	MICHAEL W. & AMY BLEVINS 314 S 2ND STREET POLK CITY, IA 50226	0.27 ac.	3.13%
2.	LAKESIDE FELLOWSHIP 302 S 2ND STREET POLK CITY, IA 50226	0.23 ac.	2.67%
3.	NORMAN E. & SHIRLEY M. REYNOLDS POB 12 POLK CITY, IA 50226	0.11 ac.	1.28%
4.	RICHARD SWEET 305 W. CHURCH STREET POLK CITY, IA 50226	0.18 ac.	2.09%
5.	NW BELL TELEPHONE COMPANY 1801 CALIFORNIA STREET STE 2500 DENVER, CO 80202	0.14 ac.	1.62%
6.	MICHAEL BUELTEL POB 353 POLK CITY, IA 50226	0.34 ac.	3.94%
7.	MICHAEL BUELTEL POB 353 POLK CITY, IA 50226	0.28 ac.	3.25%
8.	DOUGLAS J & SUSAN D. BECKETT 214 S 3RD STREET POLK CITY, IA 50226	0.53 ac.	6.15%
9.	TRENT J FUGERE 325 JULIANA COURT POLK CITY, IA 50226	0.53 ac.	6.15%
10.	MICHAEL BUELTEL 213 S 3RD STREET POLK CITY, IA 50226	0.11 ac.	1.28%
11.	MICHAEL BUELTEL 213 S 3RD STREET POLK CITY, IA 50226	0.11 ac.	1.28%
12.	MAXIMUM PROPERTIES LLC 711 SE 6TH STREET GRIMES, IA 50111	0.23 ac.	2.67%
13.	WHITE CALF LLC 406 VAN DORN STREET POLK CITY, IA 50226	0.11 ac.	1.28%
14.	JOHN C & MARSHA J LINDAHL 202 VAN DORN STREET POLK CITY, IA 50226	0.11 ac.	1.28%
15.	JOHN C., GRAZIANO, & KIMBERLY J BOELKES 204 W WOOD STREET POLK CITY, IA 50226	0.25 ac.	2.90%
16.	CHARLES R & JULIE K WOODWORTH 109 W WOOD STREET POLK CITY, IA 50226	0.29 ac.	3.36%
17.	R1&T LLC 1350 NW 138TH STREET CLIVE, IA 50325	0.27 ac.	3.13%
18.	REBECCA L FERTIG 202 1ST STREET POLK CITY, IA 50226	0.27 ac.	3.13%
19.	TRAVIS T JACOBS KIMBERLY FAMILY REV. TRUST, & MALINA J NEALLEY 208 1ST STREET	0.12 ac.	1.39%
20.	KYLE P. STINSON 212 1ST STREET POLK CITY, IA 50226	0.13 ac.	1.51%
21.	WILLIAM W & FRANCES J MAGIE 301 S 2ND POLK CITY, IA 50226	0.27 ac.	3.13%
22.	SHIRLEY M REYNOLDS POB 12 POLK CITY, IA 50226	0.27 ac.	3.13%
23.	DAVID & MARK MCCOMBS 1813 W CHEYENNE C POLK CITY, IA 50226	0.27 ac.	3.13%
24.	LOVETT PROPERTIES LLC 4320 NW 103RD COURT GRANGER, IA 50105	0.23 ac.	2.67%
25.	DARRELL R & JUDITH K WALKER POB 12 POLK CITY, IA 50226	0.17 ac.	1.97%
26.	RANDY & STEPHANIE L ANDERSON 110 W CHURCH STREET POLK CITY, IA 50226	0.17 ac.	1.97%
27.	BARBARA J MCFALL & JOSEPH HOYKA POB 45 POLK CITY, IA 50226	0.16 ac.	1.86%
28.	GARY L FEES 410 1ST STREET POLK CITY, IA 50226	0.01 ac.	0.12%
29.	B HAT LLC 200 W GRIMES STREET POLK CITY, IA 50226	0.04 ac.	0.46%
30.	TINA KLAASEN -MARITIM 409 S 2ND STREET POLK CITY, IA 50226	0.03 ac.	0.35%
31.	KEVIN A KOPASKA 413 S 3RD STREET POLK CITY, IA 50226	0.20 ac.	2.32%
32.	RICHARD P SMITH 400 S 2ND STREET POLK CITY, IA 50226	0.20 ac.	2.32%
33.	CARROLL L & LINDA D LISTEN POB 121 POLK CITY, IA 50226	0.15 ac.	1.74%
34.	DEBRA WOOLSONCROFT 401 S 3RD STREET POLK CITY, IA 50226	0.12 ac.	1.39%
35.	ZACH T ALLSUP 301 W GRIMES STREET POLK CITY, IA 50226	0.10 ac.	1.16%
36.	KARLA VANDER KOLK 313 W GRIMES STREET POLK CITY, IA 50226	0.04 ac.	0.46%
37.	JOHN F FEARCE POB 38 POLK CITY, IA 50226	0.26 ac.	3.02%
38.	TRACY W ROBINSON, BANKERS TRUST COMPANY OF CALIFORNIA (TRUSTEE), VICKY K ROBINSON 314 W CHURCH STREET POLK CITY, IA 50226	0.26 ac.	3.02%
39.	DARRELL G & AUDREY A RUDE POB 474 POLK CITY, IA 50226	0.01 ac.	0.12%

**VICINITY MAP**



**OWNER/DEVELOPER**

LAKESIDE FELLOWSHIP  
302 S 2ND STREET  
POLK CITY, IA 50226  
PHONE: (515) 984-6910

**ZONING**

EXISTING: R-2 (ONE & TWO FAMILY RESIDENTIAL DISTRICT)  
PROPOSED: C-1 (CENTRAL BUSINESS DISTRICT)

**LEGAL DESCRIPTION**

LOTS 1 AND 2 IN BLOCK 17, IN THE TOWN OF POLK CITY, POLK COUNTY, IOWA AND

ALL OF THE 16.5 FOOT WIDE NORTH AND SOUTH ALLEY RUNNING IN A NORTHEASTERLY AND SOUTHWESTERLY DIRECTION IN THE CENTER OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, IOWA, EXCEPT THE EASTERLY 8.00 FEET OF A NORTHEAST AND SOUTHWEST ALLEY LYING ADJACENT TO LOT 4 IN BLOCK 17, THE EASTERLY 8.00 FEET OF SAID NORTHEAST TO SOUTHWEST ALLEY IN BLOCK 17 EXTENDED 8.00 FEET NORTHEAST OF THE NORTHEASTERLY LINE OF SAID LOT 4.

AND

THE 16.5 FOOT WIDE ALLEY BETWEEN LOTS 1 AND 4 OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, POLK COUNTY, IOWA, EXCEPT THE SOUTHERLY 8.00 FEET OF A NORTHWEST TO SOUTHWEST ALLEY IN SAID BLOCK 17 LYING ADJACENT TO SAID LOT 4.

AND

THE 16.5 FOOT WIDE EAST AND WEST ALLEY IN THE CENTER OF LOT 17, BETWEEN LOTS 2 AND 3 OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, IOWA.

AND

THAT PART OF THE SOUTHEASTERLY HALF OF S 3RD STREET LYING SOUTHWESTERLY OF THE CENTERLINE OF W WOOD STREET AND NORTHEASTERLY OF THE NORTHWESTERLY EXTENSION OF THE NORTHEASTERLY LINE OF LOT 3, BLOCK 17, TOWN OF POLK CITY, POLK COUNTY, IOWA

AND

THAT PART OF THE NORTHWESTERLY HALF OF S 2ND STREET LYING SOUTHWESTERLY OF THE CENTERLINE OF W WOOD STREET AND NORTHEASTERLY OF THE SOUTHEASTERLY EXTENSION OF THE SOUTHWESTERLY LINE OF THE NORTHEASTERLY 8.00 FEET OF THE VACATED ALLEY ADJACENT TO THE SOUTHWESTERLY LINE OF THE LOT 1, BLOCK 17, TOWN OF POLK CITY, POLK COUNTY, IOWA

AND

THAT PART OF THE SOUTHWESTERLY HALF OF W WOOD STREET LYING SOUTHEASTERLY OF S 3RD STREET AND NORTHWESTERLY OF S 2ND STREET

CONTAINING 0.88 ACRES (38,406 SQUARE FEET).

			CONSENTING
40.	DENNIS D & GEORGENE A WHITE POB 42 POLK CITY, IA 50226	0.18 ac.	2.09%
41.	RICHARD M & ROSEMARY TAYLOR 402 W VAN DORN STREET POLK CITY, IA 50226	0.17 ac.	1.97%
42.	CITY OF POLK CITY POB 426 POLK CITY, IA 50226	0.11 ac.	1.28%
43.	POLK CITY PARK POLK CITY, IA 50226	0.18 ac.	2.09%
44.	1966 HOLDINGS LLC POB 1 POLK CITY, IA 50226	0.04 ac.	0.46%
45.	JOHN J STONE & LAURA L NAVIN 109 W VAN DORN STREET POLK CITY, IA 50226	0.04 ac.	0.46%
46.	POLK CITY AMERICAN LEGION PT 232 POB 337 POLK CITY, IA 50226	0.02 ac.	0.23%
47.	DEL PROPERTIES LLC 1409 PRAIRIE RIDGE DRIVE POLK CITY, IA 50226	0.04 ac.	0.46%
48.	IRON HOUSE PROPERTIES LLC POB 422 POLK CITY, IA 50226	0.09 ac.	1.04%
49.	SUSAN J EWING 305 1ST STREET POLK CITY, IA 50226	0.09 ac.	1.04%
50.	JACOB BURNS 307 1ST STREET POLK CITY, IA 50226	0.08 ac.	0.93%
51.	DAVID L & PEGGY S MCCOMBS 114 E CHURCH STREET POLK CITY, IA 50226	0.01 ac.	0.12%
<b>TOTAL</b>		<b>8.62 ac.</b>	<b>100%</b>

DATE: 04/07/16  
03/28/16

REVISIONS: SECOND SUBMITTAL  
FIRST SUBMITTAL

3405 S.E. CROSSROADS DRIVE, SUITE G  
GRIMES, IOWA 50111  
PHONE: (515) 369-4400 FAX: (515) 369-4410

TECH: CGW

ENGINEER: EKO

**CIVIL DESIGN ADVANTAGE**

POLK CITY, IOWA

**LAKESIDE FELLOWSHIP  
REZONING MAP**

1/1  
1603.140

**RESOLUTION NO. 2016-45**

**A RESOLUTION APPROVING AND AMENDMENT TO  
THE 2016 POLK CITY COMPREHENSIVE PLAN FOR  
0.88-ACRES OWNED BY LAKESIDE FELLOWSHIP BY  
UPDATING ITS FUTURE LAND USE FROM CIVIC USE  
TO CIVIC AND/OR COMMERCIAL USE**

---

**WHEREAS**, the City of Polk City adopted the 2016 Comprehensive Plan entitled “Imagine Polk City – A Bridge to the Future” on April 11, 2016; and

**WHEREAS**, the Lakeside Fellowship owns 0.88 acres of property (“Subject Property”) commonly known as 302. S. 2<sup>nd</sup> Street, Polk City, Iowa and further described in Exhibit “A” attached hereto; and

**WHEREAS**, the Future Land Use Plan (Map 7.1) included in said Comprehensive Plan designates the Subject Property for Civic use; and

**WHEREAS**, the after careful review of this matter, the Planning & Zoning Commission has recommended that said Future Land Use Plan be amended to designate the Subject Property for Civic and/or Commercial use; and

**WHEREAS**, the City Council of the City of Polk City, Iowa held a public hearing and received comments on May 9, 2016 regarding the rezoning of the Subject Property from R-2 One-and Two-Family Residential District to C-1(R) Central Business District restricting the principal permitted use to Funeral Homes only which requires prior amendment of said Future Land Use Plan as recommended by the Planning & Zoning Commission; and

**WHEREAS**, the City Council of the City of Polk City, Iowa believes it to be in the best interest of the City to amend the Comprehensive Plan’s Future Land Use Plan (Map 7.1) by changing the land use designation of the Subject Property from Civic Use to Civic and/or Commercial Use.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Polk City, Iowa that the 2016 Comprehensive Plan entitled “Imagine Polk City – A Bridge to the Future” is hereby amended to designate the Subject Property described on Exhibit “A” attached hereto for Civic and/or Commercial use.

Passed and Approved this \_\_\_\_ day of \_\_\_\_\_, 2016.

---

Jason Morse, Mayor

ATTEST: \_\_\_\_\_  
Jenny Gibbons, City Clerk

**EXHIBIT "A"**  
**LEGAL DESCRIPTION FOR LAKESIDE FELLOWSHIP PROPERTY**

LOTS 1 AND 2 IN BLOCK 17, IN THE TOWN OF POLK CITY, POLK COUNTY, IOWA

AND

ALL OF THE 16.5 FOOT WIDE NORTH AND SOUTH ALLEY RUNNING IN A NORTHEASTERLY AND SOUTHWESTERLY DIRECTION IN THE CENTER OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, IOWA, EXCEPT THE EASTERLY 8.00 FEET OF A NORTHEAST AND SOUTHWEST ALLEY LYING ADJACENT TO LOT 4 IN BLOCK 17, THE EASTERLY 8.00 FEET OF SAID NORTHEAST TO SOUTHWEST ALLEY IN BLOCK 17 EXTENDED 8.00 FEET NORTHEAST OF THE NORTHEASTERLY LINE OF SAID LOT 4.

AND

THE 16.5 FOOT WIDE ALLEY BETWEEN LOTS 1 AND 4 OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, POLK COUNTY, IOWA, EXCEPT THE SOUTHERLY 8.00 FEET OF A NORTHWEST TO SOUTHEAST ALLEY IN SAID BLOCK 17 LYING ADJACENT TO SAID LOT 4.

AND

THE 16.5 FOOT WIDE EAST AND WEST ALLEY IN THE CENTER OF LOT 17, BETWEEN LOTS 2 AND 3 OF BLOCK 17, TOWN OF POLK CITY (FORMERLY DESCRIBED AS POLK CITY ADDITION), NOW INCLUDED IN AND FORMING A PART OF THE TOWN OF POLK CITY, IOWA.

AND

THAT PART OF THE SOUTHEASTERLY HALF OF S 3RD STREET LYING SOUTHWESTERLY OF THE CENTERLINE OF W WOOD STREET AND NORTHEASTERLY OF THE NORTHWESTERLY EXTENSION OF THE NORTHEASTERLY LINE OF LOT 3, BLOCK 17, TOWN OF POLK CITY, POLK COUNTY, IOWA

AND

THAT PART OF THE NORTHWESTERLY HALF OF S 2ND STREET LYING SOUTHWESTERLY OF THE CENTERLINE OF W WOOD STREET AND NORTHEASTERLY OF THE SOUTHEASTERLY EXTENSION OF THE SOUTHWESTERLY LINE OF THE NORTHEASTERLY 8.00 FEET OF THE VACATED ALLEY ADJACENT TO THE SOUTHWESTERLY LINE OF THE LOT 1, BLOCK 17, TOWN OF POLK CITY, POLK COUNTY, IOWA

AND

THAT PART OF THE SOUTHWESTERLY HALF OF W WOOD STREET LYING SOUTHEASTERLY OF S 3RD STREET AND NORTHWESTERLY OF S 2ND STREET CONTAINING 0.88 ACRES (38,406 SQUARE FEET).

**ORDINANCE NO. 2016-1800**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF POLK CITY, IOWA, BY REZONING 0.88 ACRES OWNED BY LAKESIDE FELLOWSHIP CHURCH FROM R-2, ONE AND TWO-FAMILY RESIDENTIAL DISTRICT, TO C-1(R), CENTRAL BUSINESS DISTRICT WITH RESTRICTION TO FUNERAL HOME USE ONLY.**

**WHEREAS**, on the 18<sup>th</sup> day of April, 2016, the Planning and Zoning Commission of the City of Polk City, Iowa, recommended to the City Council that the property described in the attached Exhibit “A” be considered for rezoning 0.88 acres from One and Two-Family Residential District (R-2) to Central Business District with Principal Permitted uses Restricted to only a Funeral Home (C-1(R))

**WHEREAS**, on the 9th day of May, 2016, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to rezone said property.

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

**Section 1:** That the Municipal Code of the City of Polk City, Iowa, be and is hereby amended by rezoning the property described in the attached Exhibit “A from One and Two-Family Residential District (R-2) to Central Business District with Principal Permitted uses Restricted to only a Funeral Home (C-1(R)).

**Section 2:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 3:** This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_, 2016.

\_\_\_\_\_  
Jason Morse, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Gibbons, City Clerk

First reading: \_\_\_\_\_  
Second reading: \_\_\_\_\_  
Third reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_



Both Petitions were signed by Kimberly Development Corporation as well as some of the adjacent property owners, fulfilling the requirement that owners of over 50% of the 250' area surrounding the proposed rezonings must consent to each Petition.

The zoning and land use of the properties surrounding the proposed C-2 District and PUD area are as follows:

<u>Adjacency</u>	<u>Zoning</u>	<u>Existing Land Use</u>	<u>Future Land Use</u>
East	R-1	SF, Vacant	Low Density Residential, Park
West	C-2, R-2, R-1	Commercial, SF	Commercial, Low Density Residential
North	R-2	SF Residential	Low Density Residential
South	R-1	SF Residential	Low Density Residential

At this time, the applicant requests P&Z's approval and recommendation to City Council in favor of the following:

1. **C-2 and C-2(R) Rezoning.** The Ordinance approving the C-2 rezoning lists the zoning restrictions to be imposed on the parcel designated as Commercial Lot 5. While the C-2 and C-2 (R) parcels are depicted on the PUD Master Plan for clarity, the PUD Master Plan does not waive any Zoning or Subdivision regulations related to the C-2 or C-2(R) parcels.
2. **P.U.D. Rezoning and Master Plan.** The Master Plan for Crossroads at the Lake provides for 131 homes to be located east of the commercial area. 75 of the lots are for single-family detached residences. 28 lots are for duplexes, including an additional 56 dwelling units.

While the lots are reasonably large, some are narrow. Side yard setbacks will be reduced to 7'. Other deviations from Zoning & Subdivision regulations are shown or noted on the Master Plan.

The plan provides for the extension of E. Bridge Road as a 31' wide collector street and adjoining 26' wide local streets, including 4 cul-de-sacs.

The Master Plan shows a dedication comprised of a 1.18-acre park and 0.77 acres of trail right-of-way for a total park area of 1.95 acres. Trail paving from Deer Haven to S. 3<sup>rd</sup> Street will be completed as a plat improvement and shall fulfill the remainder of parkland dedication.

The subdivision includes a large pond and surrounding buffer area which the developer proposes to be owned and maintained by the City of Polk City.

The Master Plan does not include a preliminary grading plan, so it is difficult to ascertain how much, if any, of the existing wooded areas will be left undisturbed.



**ISSUES/COMMENTS:**

- A. Commercial area: While developer is not interested in increasing the size of the commercial area as discussed at the last P&Z meeting, staff recommends the commercial signs at the intersection be replaced with subdivision signs that would make a visual statement and would complement the architectural style of the buildings and incorporate features such as benches, lighting, and landscaping. Photos showing examples of potential alternative architectural style or styles was presented for P&Z's review.
- B. Restricted Uses on Commercial Lot 5: In order to mitigate concerns regarding potential incompatibility of proposed commercial uses adjacent to existing single-family residential, P&Z recommends that permitted uses on Lot 5 be restricted to (1) Business and professional offices and agencies, (2) Medical offices, (3) Education – child care, including daycares, and (4) Studios – music, photographic, dance, and fitness centers all less than 6000 sf in size. The developer as present at the P&Z meeting and agreed to said restrictions. Further restrictions may consider lighting and signage on the south façade of the building and cover the location of the parking lot, service areas and trash enclosures.
- C. Whispering Pines Avenue street extension: The Master Plan shows Whispering Pine Avenue as a dead-end street which is not in conformance with the Subdivision Regulations. P&Z recommended approval of Option #1 described below. Staff concurs with this recommendation provided the design for any associated improvements shall be approved by City Council in conjunction with the construction drawings.
- Option #1: Vacate that portion of the public right-of-way for Whispering Pine Avenue that lies west of Deer Haven Street, to the abutting property owners which may necessitate some improvements, such as installation of columns with “Private Street” signs, which shall be constructed by the developer as part of the plat improvements. Prior to said vacation, all necessary easements shall be provided for utilities. Tim Rhoads attended the P&Z meeting on behalf of himself and Kevin Brocker, the abutting property owners, and agreed to this option.
- D. Pond/Grading/Drainage.
- The developer proposes that the pond and surrounding buffer area will be owned and maintained by the City of Polk City.
  - The Preliminary Storm Water Management concept will need to be revised to address engineering review comments, provided in separate memo, in accordance with city standards prior to approval of the future Preliminary Plat.
- E. All other outstanding review comments have been addressed.

**RECOMMENDATIONS:**

- A. C-2 Rezoning:** Staff recommends approval of the proposed rezoning from R-1 to C-2.
- B. C-2 (R) Rezoning:** P&Z and staff recommend approval of the proposed rezoning from R-1 to C-2(R), based on the following:
1. Permitted uses on the south approximately 250 feet, designated as Commercial Lot 5 on the Master Plan, shall be restricted to (1) Business and professional offices and agencies, (2) Medical offices, (3) Education – child care, including daycares, and (4) Studios – music, photographic, dance, and fitness centers all less than 6000 sf in size.
- C. P.U.D. Rezoning and Master Plan:** P&Z and staff recommend approval of the proposed rezoning to P.U.D. at this time, this approval is subject to the following conditions:
1. Approval of the rezoning to P.U.D. shall include approval of Master Plan of Crossroads at the Lakes which shall be attached to the Rezoning Ordinance as an exhibit.
  2. Council concurrence with P&Z's recommendation to vacate a portion of Whispering Pine Avenue to the abutting property owners.
  3. Developer's recordation of the Ordinance rezoning the subject property to P.U.D., including attached Master Plan, prior to Preliminary Plat approval.
  4. Payment of all professional billings to the City Clerk.

## NOTICE OF PETITION FOR REZONING

YOU ARE HEREBY NOTIFIED that on the 9<sup>th</sup> day of May 2016, Council will hold a public meeting on petition submitted to the City of Polk City, Iowa by Bill Kimberley doing business as Kimberley Development Corporation.

- 1) To rezone 42.442 acres from its present zoning classifications of R-1, R-2, R-2(R), R-3(R) and C-2 to Planned Unit Development (P.U.D.) and
- 2) To rezone 3.175 acres from its present zoning classification of R-1 to C-2 and
- 3) To rezone 1.882 acres from R-1 to C-2(R) restricting the use to Business and Professional Offices; Medical Offices and Health Clinics; Studios – Music, Photographic, Dance and Fitness Centers, all less than 6, 000 square feet in size; and Education – Child Care, including Daycare Centers and Pre-Schools

For ease of understanding please see attached map, the properties are legally described as follows:

### **LEGAL DESCRIPTION FOR CROSSROADS AT THE LAKES – PUD**

#### **1) (Present zoning classification of R-1, R-2, R-2(R), R-3(R) and C-2)**

AN IRREGULAR SHAPED TRACT OF LAND THAT IS LOCATED IN A PART OF LOTS 1 AND 2 IN THE 'OFFICIAL PLAT OF THE NW FRACTIONAL QUARTER AND THE NORTH HALF OF THE SW QUARTER' OF SECTION 1, TOWNSHIP 80 NORTH, RANGE 25 WEST; ALL OF BLOCK 'J' OF DES MOINES CO'S ADDITION TO POLK CITY, AN OFFICIAL PLAT; AND THE NORTH ½ OF THE SW ¼ OF THE SW ¼ OF SECTION 1, T80N, R25W, OF THE 5TH P.M., POLK CITY, POLK COUNTY, IOWA, LYING EAST OF THE RIGHT OF WAY LINE OF IOWA HIGHWAY NO. 415 AS PRESENTLY ESTABLISHED, ALL OF WHICH IS MORE ACCURATELY DESCRIBED AS FOLLOWS: COMMENCING AT THE SW CORNER OF SAID SECTION 1; THENCE N00°21'28"W, ALONG THE WEST LINE OF THE SW ¼ OF SAID SECTION 1, 664.44 FT., TO THE SW CORNER OF THE NORTH ½ OF THE SW ¼ OF THE SW ¼, SAID SECTION 1; THENCE N89°34'36"E, 76.85 FT. TO THE EAST RIGHT OF WAY LINE OF SAID IOWA HIGHWAY NO. 415; THENCE N89°19'06"E ALONG THE NORTH LINE OF PINE RIDGE ESTATES, AN OFFICIAL PLAT, 252.65 FT. TO THE POINT OF BEGINNING: THENCE N00°41'14"W, 670.14 FT.; THENCE N00°34'05"W, 70.01 FT.; THENCE N00°25'04"E, 204.44 FT.; THENCE N54°54'08"W, 17.85 FT.; THENCE 22.30 FT. NORTHWESTERLY ALONG A CONCAVE CURVE SOUTHWESTERLY HAVING A RADIUS OF 90.00 FT. WITH A CHORD BEARING N62°33'17"W AND A CHORD LENGTH OF 22.24 FT.; THENCE N00°41'14"W, 609.95 FT.; THENCE N44°31'47"W, 116.80 FT.; THENCE N00°18'00"W, 208.93 FT.; THENCE N89°35'21"E, 25.36 FT.; THENCE N00°26'51"E, 172.92 FT.; THENCE N89°54'05"W, 175.68 FT. TO THE TO THE SOUTHWESTERLY LINE OF SCOTT'S PARK PLAZA PLAT NO. 1; THENCE S51°23'33"E ALONG SAID SOUTHWESTERLY LINE, 334.77 FT.; THENCE S51°22'57"E, 49.47 FT. TO THE SW CORNER OF LOT 12, BLOCK 'I', DES MOINES CO'S ADDITION TO POLK CITY; THENCE S51°21'49"E ALONG THE SOUTHWESTERLY LINE OF SAID BLOCK 'I', 330.00 FT. TO THE CENTERLINE OF WALKER STREET EXTENDED; THENCE N38°38'25"E ALONG SAID STREET CENTERLINE, 239.25 FT. TO THE CENTERLINE OF GRIMES STREET; THENCE S51°21'52"E ALONG SAID CENTERLINE 330.00 FT.; THENCE S38°33'26"W, 85.89 FT.; THENCE S00°27'42"E, 833.06 FT. TO THE NW CORNER OF LOT 8, PINE RIDGE ESTATES PLAT 2, AN OFFICIAL PLAT; THENCE S00°13'21"E ALONG THE WEST LINE OF THE SAID PINE RIDGE ESTATES PLAT 2, 663.28 FT. TO THE SOUTH LINE , SAID PINE RIDGE ESTATES PLAT 2; THENCE S89°19'06"W ALONG THE NORTH LINE OF PINE RIDGE ESTATES, AN OFFICIAL PLAT, 991.51 FT. TO THE POINT OF BEGINNING, SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD AND CONTAINING 42.442 ACRES

### **LEGAL DESCRIPTION FOR CROSSROADS AT THE LAKES – REZONING FOR COMMERCIAL:**

2) (Present zoning classification of R-1 to C-2)

A tract located in the SW ¼, said Section 1, T80N, R25W, of the 5th P.M., Polk City, Polk County, Iowa, lying East of the centerline of South 3<sup>rd</sup> Street/Iowa Highway No. 415 as presently established, more particularly described with the following metes and bounds:

Commencing at the SW Corner of said Section 1; thence N00°21'28"W, 664.44 ft. with the West line of the SW ¼ of said Section 1, to the SW Corner of the North ½ of the SW1/4 of the SW ¼, said Section 1; Thence continuing N00°21'28"W, 249.66 ft. with the said Roadway Centerline and said Section Line to the POINT OF BEGINNING; Thence continuing N00°21'28"W, 426.40 ft. with the said Section Line; thence S89°34'56"E, 325.67 ft.; Thence S00°41'14"E, 420.14 ft. to the North Line of Lot 5; Thence S89°19'06"W, 328.06 ft. with the North Line of said Lot 5 to the POINT OF BEGINNING, 3.175 acres, more or less.

3) Legal Description for the Restricted Commercial Area including the adjacent Public Road right of way for the area to be rezoned to C-2 with restrictions (Lot 5):

A tract located in the SW ¼, said Section 1, T80N, R25W, of the 5th P.M., Polk City, Polk County, Iowa, lying East of the centerline of South 3<sup>rd</sup> Street/Iowa Highway No. 415 as presently established, more particularly described with the following metes and bounds:

Commencing at the SW Corner of said Section 1; thence N00°21'28"W, 664.44 ft. with the West line of the SW ¼ of said Section 1 to the South line of Proposed Lot 5 extended Crossroads at the Lakes PUD being the SW Corner of the North ½ of the SW1/4 of the SW ¼, said Section 1 and POINT OF BEGINNING; Thence continuing N00°21'28"W, 249.66 ft. with the said Roadway Centerline and said Section Line to the proposed North line of Lot 5 extended; Thence N89°19'06"E, 328.06 ft. with the said north line of the Proposed Lot 5; Thence S00°41'14"E, 250.00 ft. to the North Line of Pine Ridge Estates, an Official Plat; Thence S89°19'06"W, 329.50 ft. with the North Line of Pine Ridge Estates to the POINT OF BEGINNING, containing 1.882 acres.

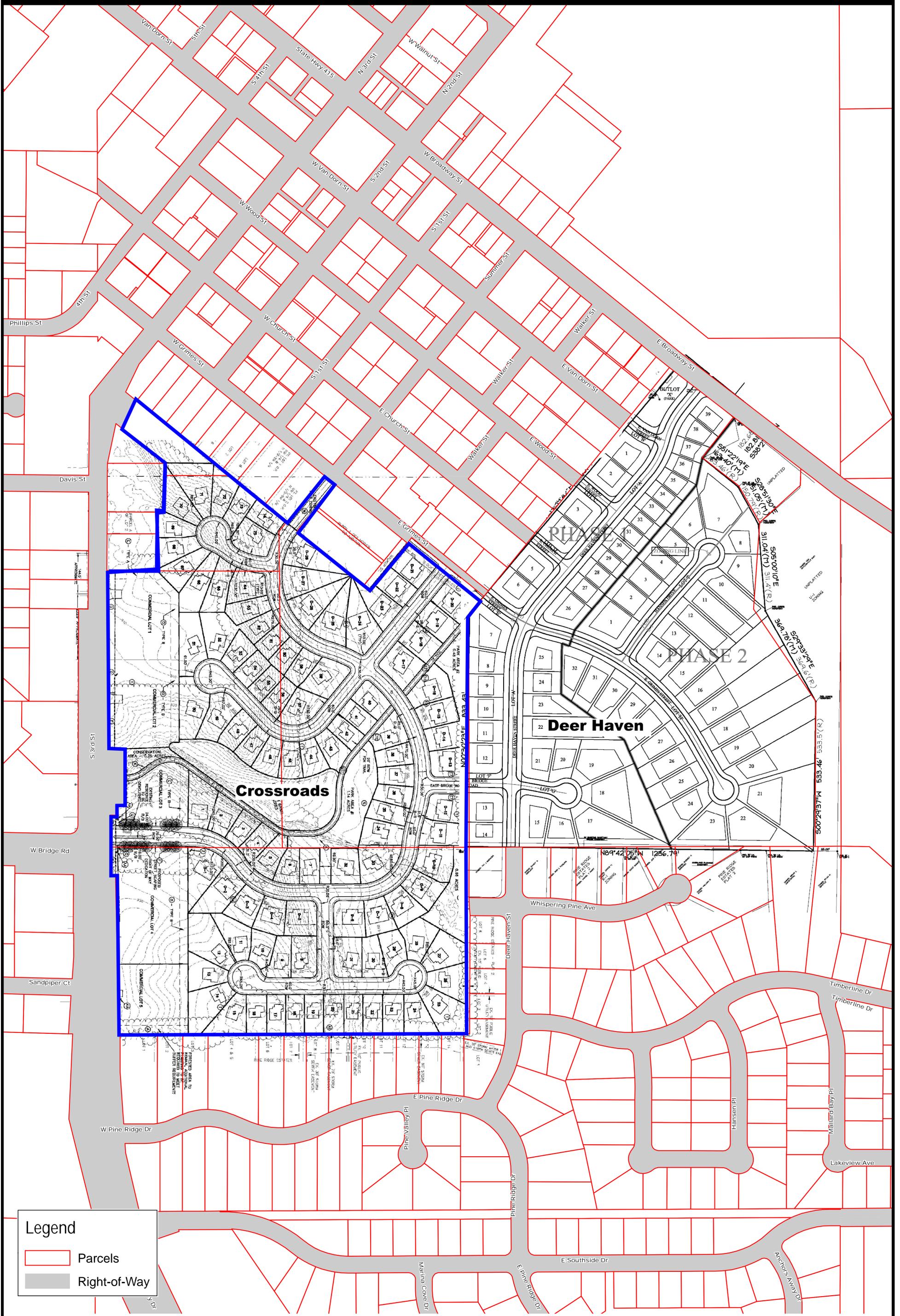
**Please see attached map**

YOU ARE FURTHER NOTIFIED that said petitions will come before the Council on May 9, 2016 at 6:30 p.m. at which time you may appear and present any reasons that you may have, either in favor of or against said proposed rezoning.

DATED this 29<sup>th</sup> day of April 2016

---

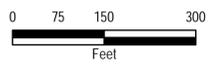
Jenny Gibbons, City Clerk



**Legend**

- Parcels
- Right-of-Way

Crossroads at the Lake- Surrounding Area  
 Crossroads at the Lakes and Deer Haven Plat 1  
 April 6, 2016



**ORDINANCE NO. 2016-2000**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF POLK CITY, IOWA, BY REZONING 3.175 ACRES OWNED BY KIMBERLEY DEVELOPMENT CORPORATION FROM ITS PRESENT ZONING CLASSIFICATIONS OF R-1 TO C-2**

---

**WHEREAS**, on the 18<sup>th</sup> day of April, 2016, the Planning and Zoning Commission of the City of Polk City, Iowa, recommended to the City Council that the property described in the attached Exhibit “A” be considered for rezoning 3.175 acres from its present zoning classifications of R-1 to C-2; and

**WHEREAS**, on the 9th day of May, 2016, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to rezone said property.

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

**Section 1:** That the Municipal Code of the City of Polk City, Iowa, be and is hereby amended by rezoning the property described in the attached Exhibit “A” from its present zoning classifications of R-1 to C-2.

**Section 2:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 3:** This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

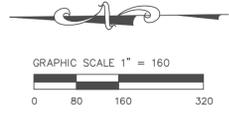
**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jason Morse, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Gibbons, City Clerk

First reading: \_\_\_\_\_  
Second reading: \_\_\_\_\_  
Third reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_



**PROJECT TEAM**

CLIENT/ REQUESTED BY: KIMBERLEY DEVELOPMENT CORP.  
2785 N. ANKENY BLVD, SUITE 22  
ANKENY, IA 50023

CONTACT: MR. BILL KIMBERLEY  
PHONE: (515) 963-8335

ENGINEER: **Landmark**  
ENGINEERING GROUP  
2834 104TH STREET  
URBANDALE, IA 50322

CONTACT: MR. MICHAEL SHAMSIE, P.E.  
PHONE: (515) 221-1322

**ZONING**

EXISTING - R-1  
PROPOSED - C-2



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

01/13/16  
DATE

GERALD L. MOUGHLER P.E. & P.L.S.  
LICENSE NUMBER 10676  
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2016  
PAGES OR SHEETS COVERED BY THIS SEAL: this sheet

**ADJACENT OWNERSHIP WITHIN 250'**  
(11/17/15)

MAP ID	PARCEL #	PROPERTY OWNER	ADDRESS
32	261/00305-206-000	Dennis A. & Sheila G. Dietz	115 E. Pine Ridge Drive - Polk City, IA 50226
33	261/00305-204-001	Barbara J. Inman	101 W. Pine Ridge Drive - Polk City, IA 50226
34	261/00305-203-000	Mark A. & Cynthia M. Sanger	111 W. Pine Ridge Drive - Polk City, IA 50226
35	261/00305-202-000	Jay & Karen Lorenzen	201 W. Pine Ridge Drive - Polk City, IA 50226
36	261/00305-201-000	Sandra R. Noble	211 W. Pine Ridge Drive - Polk City, IA 50226
37	261/00040-102-000	David W. & Susan H. Body	1160 S. 3rd Street - Polk City, IA 50226
38	261/00305-250-004	K B Nelson, LLC	300 Sandpiper Court - Polk City, IA 50226
39	261/00305-250-005	K B Nelson, LLC	400 Sandpiper Court - Polk City, IA 50226
40	261/00305-250-012	Fareway Stores, Inc.	401 Sandpiper Court - Polk City, IA 50226
41	261/00305-250-013	D and M Land Holdings, LLC	301 Sandpiper Court - Polk City, IA 50226
42	261/00040-105-001	Casey's Marketing Company	1100 S. 3rd Street - Polk City, IA 50226
43	261/00305-250-002	Fareway Stores, Inc.	1101 S. 5th Street - Polk City, IA 50226
44	261/00305-241-552	Bridge Pointe, LLC (Basin)	407 W. Bridge Road - Polk City, IA 50226
45	261/00305-241-501	Polk City Dental L.L.C.	1010 S. 3rd Street - Polk City, IA 50226
121	261/00027-000-000	Kimberley Development Corp.	1021 S. 3rd Street - Polk City, IA 50226
122	261/00034-007-000	Kimberley Development Corp.	1021 S. 3rd Street - Polk City, IA 50226

**PARCELS WITHIN 250'**

MAP ID	AREA (SQ FT)	TOTAL
34	0.513	3.618
35	0.517	3.641
36	0.753	5.307
37	1.091	7.689
38	0.520	3.667
39	0.250	1.760
40	0.112	0.787
41	0.800	5.641
42	0.979	6.901
43	0.241	1.697
44	1.087	7.664
45	0.119	0.836
121	2.572	18.135
122	3.852	27.159
<b>TOTAL</b>	<b>14.185</b>	<b>100.000</b>

**REZONING LEGAL DESCRIPTION**

AN IRREGULAR SHAPED TRACT OF LAND THAT IS LOCATED IN A PART OF LOTS 1 AND 2 IN THE 'OFFICIAL PLAT OF THE NW FRACTIONAL ¼ AND THE NORTH ½ OF THE SW ¼ OF SECTION 1, TOWNSHIP 80 NORTH, RANGE 25 WEST; AND THE NORTH ½ OF THE SW ¼ OF THE SW ¼ OF SECTION 1, T80N, R25W, OF THE 5TH P.M., POLK COUNTY, IOWA, LYING EAST OF THE RIGHT OF WAY LINE OF IOWA HIGHWAY NO. 415 AS PRESENTLY ESTABLISHED, ALL OF WHICH IS MORE ACCURATELY DESCRIBED AS FOLLOWS: COMMENCING AT THE SW CORNER OF SAID SECTION 1; THENCE N00°21'28"W, ALONG THE WEST LINE OF THE SW ¼ OF SAID SECTION 1, 664.44 FT., TO THE SW CORNER OF THE NORTH ½ OF THE SW ¼ OF THE SW ¼, SAID SECTION 1; THENCE N89°34'36"E, 76.85 FT. TO THE EAST RIGHT OF WAY LINE OF SAID IOWA HIGHWAY NO. 415, AND TO THE POINT OF BEGINNING; THENCE WITH SAID HIGHWAY RIGHT OF WAY LINE THE FOLLOWING FOUR (4) COURSES AND DISTANCES:

N00°13'25"W, 164.75 FT.;  
N01°37'25"W, 400.33 FT.;  
S89°25'38"W, 20.06 FT.;  
N00°23'36"W, 110.41 FT. TO THE SOUTH LINE OF THE PRESENT ZONING; THENCE LEAVING THE SAID EAST RIGHT OF WAY LINE S89°34'56"E, 277.40 FT.; THENCE S00°41'14"E, 670.14 FT. TO THE NORTH LINE OF PINE RIDGE ESTATES, AN OFFICIAL PLAT; THENCE S89°19'06"W, 252.65 FT. WITH THE SAID NORTH LINE OF PINE RIDGE ESTATES TO THE POINT OF BEGINNING, SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD AND CONTAINING 3.979 ACRES.

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REVISIONS

NO.	DESCRIPTION	DATE

**Landmark**  
ENGINEERING GROUP  
2834 104TH STREET  
URBANDALE, IA 50322  
(515) 221-1322  
FAX (515) 221-1005  
CIVIL ENGINEERING AND LAND SURVEYING

DESIGN FIRM REGISTRATION NUMBER 184-001511

**250' PERIMETER PROPERTY OWNER IDENTIFICATION**

**CROSSROADS AT THE LAKES**  
**POLK CITY, IOWA**

DATE: 11/17/15  
DRAWN BY: HLG  
CHECKED BY: GM  
PRINT DATE: 04/12/16

**2**  
SHEET 2 OF 2

**09-15-300**

**ORDINANCE NO. 2016-2100**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF POLK CITY, IOWA, BY REZONING 1.882 ACRES OWNED BY KIMBERLEY DEVELOPMENT CORPORATION FROM ITS PRESENT ZONING CLASSIFICATIONS OF R-1 TO C-2(R) WITH RESTRICTION**

**WHEREAS**, on the 18<sup>th</sup> day of April, 2016, the Planning and Zoning Commission of the City of Polk City, Iowa, recommended to the City Council that the property described in the attached Exhibit “A” be considered for rezoning 1.882 acres from R-1 to C-2(R) restricting the use to Business and Professional Offices; Medical Offices and Health Clinics; Studios – Music, Photographic, Dance and Fitness Centers, all less than 6, 000 square feet in size; and Education – Child Care, including Daycare Centers and Pre-Schools; and

**WHEREAS**, on the 9th day of May, 2016, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to rezone said property.

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

**Section 1:** That the Municipal Code of the City of Polk City, Iowa, be and is hereby amended by rezoning the property described in the attached Exhibit “A from R-1 to C-2(R) restricting the use to Business and Professional Offices; Medical Offices and Health Clinics; Studios – Music, Photographic, Dance and Fitness Centers, all less than 6, 000 square feet in size; and Education – Child Care, including Daycare Centers and Pre-Schools.

**Section 2:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 3:** This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jason Morse, Mayor

ATTEST:

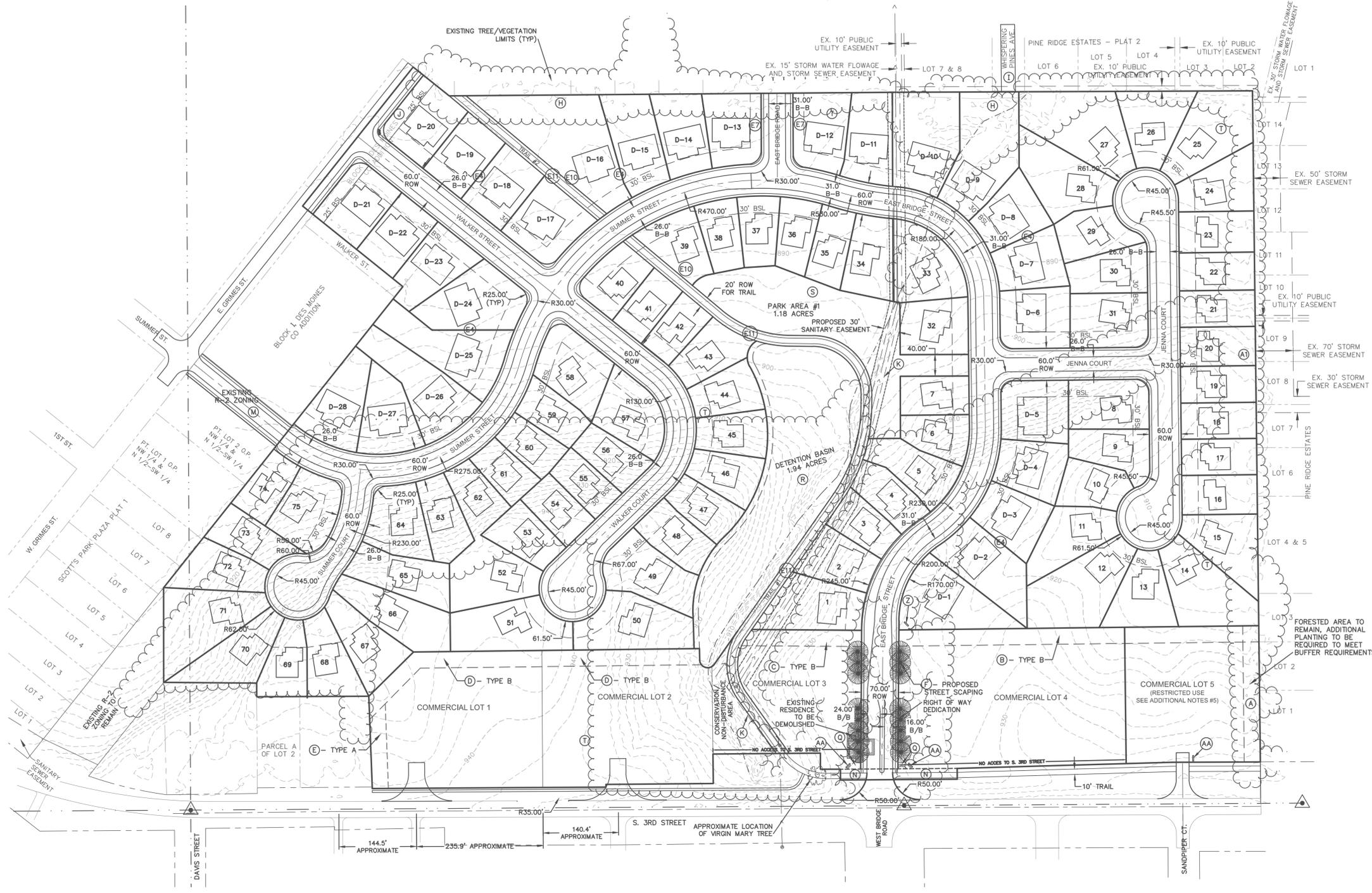
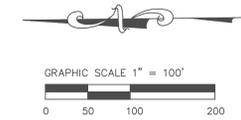
\_\_\_\_\_  
Jenny Gibbons, City Clerk

First reading: \_\_\_\_\_  
Second reading: \_\_\_\_\_  
Third reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_

Any use or reproduction of this document or the attached drawings, or the use of the design approach, ideas or concepts described in this document and the attached drawings, in whole or in part by any means whatsoever is strictly prohibited except with written consent of LANDMARK ENGINEERING GROUP, INC.

# MASTER PLAN OF CROSSROADS AT THE LAKES POLK CITY, IOWA 50226

"CALL IOWA ONE CALL  
 BEFORE YOU DIG"  
 (800)292-8989 OR 811



### LOCATION MAP

### PROJECT TEAM

CLIENT/ REQUESTED BY: KIMBERLEY DEVELOPMENT CORP.  
 2785 N. ANKENY BLVD, SUITE 22  
 ANKENY, IA 50023

CONTACT: MR. BILL KIMBERLEY  
 PHONE: (515) 963-8335

ENGINEER: **Landmark** ENGINEERING GROUP  
 2834 104TH STREET  
 URBANDALE, IA 50322

CONTACT: MR. MICHAEL SHAMSIE, P.E.  
 PHONE: (515) 221-1322

### LEGEND

---	PROPERTY LINE
---	EXISTING CONTOUR MAJOR
---	EXISTING CONTOUR MINOR
---	SECTION LINE
---	EXISTING LOT LINE/R.O.W.
---	EXISTING SANITARY EASEMENT
---	PROPOSED SANITARY EASEMENT
---	PROPOSED BUFFER EASEMENT
---	EXISTING CURB LINE
---	PROPOSED CURB & GUTTER
---	EXISTING FIRE HYDRANT
---	EXISTING WATER VALVE
---	PROPOSED 6" PVC WATER LINE
---	EXISTING STORM INLET
---	EXISTING STORM CATCH BASIN
---	EXISTING STORM SEWER LINE
---	PROPOSED STORM INTAKE
---	PROPOSED STORM MANHOLE
---	PROPOSED STORM SEWER LINE
---	EXISTING SANITARY MANHOLE
---	EXISTING SANITARY SEWER LINE
---	PROPOSED SANITARY MANHOLE
---	EXISTING SANITARY SEWER LINE
---	EXISTING MANHOLE
---	EXISTING LIGHT POLE
---	EXISTING POWER POLE
---	EXISTING CREEK
---	PROPOSED CREEK
---	EXISTING OVERHEAD ELECTRIC LINE
---	EXISTING TELEPHONE LINE
---	PROPOSED FENCE LINE
---	EXISTING TREE/VEGETATION LIMITS

### EXCEPTIONS

(U) ALL ENGINEERING DESIGN SHALL CONFORM TO STATE URBAN DESIGN STANDARDS AND STANDARD SPECIFICATIONS 'SUDAS' AND POLK CITY SUBDIVISION ORDINANCE EXCEPT AS FOLLOWS:

- CUL-DE-SACS IN EXCESS OF 600 FEET SHALL BE PERMITTED AS PER THIS MASTER PLAN.
- BLOCK LENGTH IN EXCESS OF 1,320 FEET SHALL BE PERMITTED AS PER THIS MASTER PLAN.
- STREET FRONTAGE OF LESS THAN 40 FEET SHALL BE PERMITTED ON SPECIFIC LOTS IN ACCORDANCE WITH THE LOT SUMMARY TABLE INCLUDED ON THIS MASTER PLAN.
- CENTERLINE RADI ON THE COLLECTOR STREET SHALL BE 180' MINIMUM PROVIDED SUDAS DESIGN STANDARDS FOR SIGHT DISTANCE, STOPPING DISTANCE, AND SIMILAR CRITERIA IS MET.
- CENTERLINE RADI ON LOCAL STREETS SHALL BE 130' MINIMUM PROVIDED SUDAS DESIGN STANDARDS FOR SIGHT DISTANCE, STOPPING DISTANCE, AND SIMILAR CRITERIA IS MET.

- THE FRONT YARD SETBACK ALONG GRIMES STREET FOR LOTS D-20 AND D-21 SHALL BE 25 FEET.
- THE SIDE YARD SETBACK FOR SINGLE-FAMILY DETACHED HOMES IS 7' MINIMUM FROM FOUNDATION TO PROPERTY LINE.

### BUFFER REQUIREMENTS/ IDENTIFICATION

- 30' LANDSCAPING/SCREENING BUFFER BETWEEN THE PROPOSED PROFESSIONAL/COMMERCIAL LOT 5 AND THE EXISTING PINE RIDGE ESTATES.
- 30' LANDSCAPING/SCREENING BUFFER BETWEEN PROPOSED PROFESSIONAL/COMMERCIAL LOTS 4 & 5 AND THE PUD REZONING.
- 30' LANDSCAPING/SCREENING BUFFER BETWEEN PROFESSIONAL/COMMERCIAL LOT 3 AND THE PUD ZONING.
- 30' LANDSCAPING/SCREENING BUFFER BETWEEN PROFESSIONAL/COMMERCIAL LOT 1 AND 2. EXISTING TREES MAY BE USED TO FULFILL LANDSCAPE BUFFER REQUIREMENTS; ADDITIONAL LANDSCAPING PLANTING SHALL BE REQUIRED ONLY AS NECESSARY TO FULFILL CHAPTER 165.17 REQUIREMENTS OF THE ZONING REGULATIONS.
- 30' LANDSCAPING/SCREENING BUFFER BETWEEN THE EXISTING RESIDENTIAL PROPERTIES AND COMMERCIAL LOT 1. EXISTING TREES MAY BE USED TO FULFILL LANDSCAPE BUFFER REQUIREMENTS; ADDITIONAL LANDSCAPING PLANTING SHALL BE REQUIRED ONLY AS NECESSARY TO FULFILL CHAPTER 165.17 REQUIREMENTS OF THE ZONING REGULATIONS.
- STREET SCAPING OF THE ENTRANCE WITH TREES OF 1 1/2" - 2" CALIBER ON 20' SPACING ALONG ROADWAY. TREE SPECIES TO BE A MIXTURE OF SUGAR, RED SUNSET, AUTUMN BLAZE AND NORWAY MAPLES.

- ELIMINATION OF 20' LANDSCAPING BUFFER BETWEEN PROPOSED R-2 AND R-3 ZONING.
- ELIMINATION OF 20' LANDSCAPING BUFFER BETWEEN PROPOSED R-3 ZONING AND COMMERCIAL ZONING OF LOT 4 OF PUD-B.
- EXISTING TREES MAY BE USED TO FULFILL LANDSCAPE BUFFER REQUIREMENTS; ADDITIONAL LANDSCAPING PLANTING SHALL BE REQUIRED ONLY AS NECESSARY TO FULFILL CHAPTER 165.17 REQUIREMENTS OF THE ZONING REGULATIONS.

NO.	REVISIONS DESCRIPTION	DATE

**Landmark**  
 ENGINEERING GROUP  
 2834 104TH STREET  
 URBANDALE, IA 50322  
 (515) 221-1322  
 CIVIL ENGINEERING AND LAND SURVEYING  
 DESIGN FIRM REGISTRATION NUMBER 184-001511



**MASTER PLAN**  
**CROSSROADS AT THE LAKES**  
**POLK CITY, IOWA**

DATE: 11/20/15  
 DRAWN BY: HLG  
 CHECKED BY: MRS  
 PRINT DATE: 04/12/16

**2**

SHEET 2 OF 3

09-15-300

I HEREBY CERTIFY THAT THESE PLANS AND SPECIFICATIONS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

MICHAEL R. SHAMSIE, PE \_\_\_\_\_ DATE \_\_\_\_\_  
 PE LICENSE NUMBER 13171  
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2016  
 PAGES OR SHEETS COVERED BY THIS SEAL: this sheet

**ORDINANCE NO. 2016-1900**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF POLK CITY, IOWA, BY REZONING 42.442 ACRES OWNED KIMBERLEY DEVELOPMENT CORPORATION FROM ITS PRESENT ZONING CLASSIFICATIONS OF R-1, R-2, R-2(R), R-3(R) AND C-2 TO PLANNED UNIT DEVELOPMENT (P.U.D.)**

---

**WHEREAS**, on the 18<sup>th</sup> day of April, 2016, the Planning and Zoning Commission of the City of Polk City, Iowa, recommended to the City Council that the property described in the attached Exhibit “A” be considered for rezoning 42.442 acres from its present zoning classifications of R-1, R-2, R-2(R), R-3(R) and C-2 to Planned Unit Development (P.U.D.); and

**WHEREAS**, on the 9th day of May, 2016, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to rezone said property.

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

**Section 1:** That the Municipal Code of the City of Polk City, Iowa, be and is hereby amended by rezoning the property described in the attached Exhibit “A” from its present zoning classifications of R-1, R-2, R-2(R), R-3(R) and C-2 to Planned Unit Development (P.U.D.) and

**Section 2:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 3:** This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

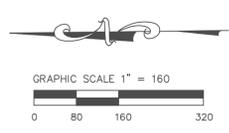
**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_, 2016.

\_\_\_\_\_  
Jason Morse, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Gibbons, City Clerk

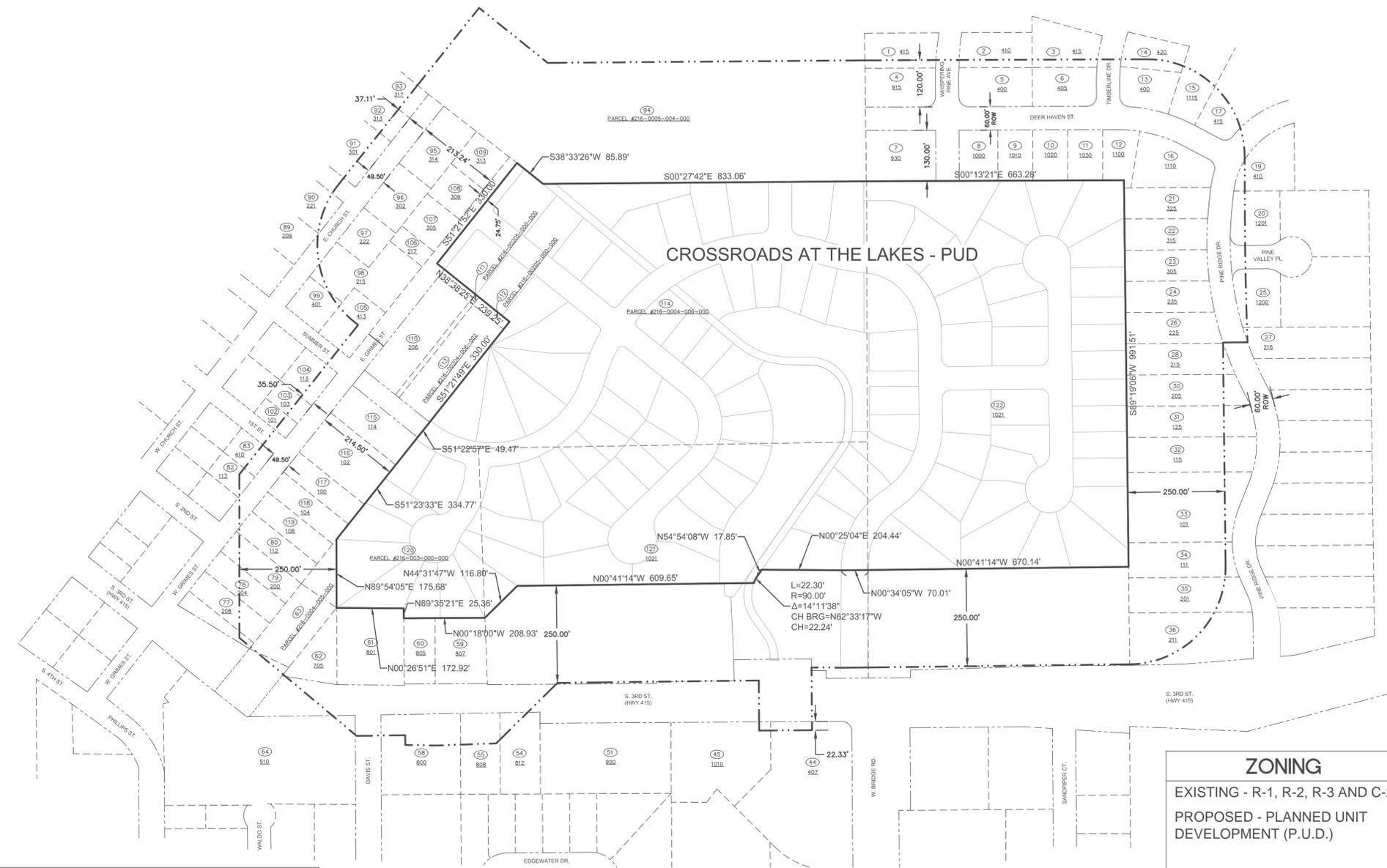
First reading: \_\_\_\_\_  
Second reading: \_\_\_\_\_  
Third reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_



\*\*\*NOTE: ADDED (82) PER APRIL 7TH, 2016 E-MAIL FROM KATHLEEN CONNER

**ADJACENT OWNERSHIP WITHIN 250'**  
(11/17/15)

MAP ID	PARCEL #	PROPERTY OWNER	ADDRESS
1	261/00305-240-010	Ron L. & Charlene M. Kiesling	415 Whispering Pines Avenue - Polk City, IA 50226
2	261/00305-240-022	Kevin J. & Lu Ann L. Smith	410 Whispering Pines Avenue - Polk City, IA 50226
3	261/00305-240-025	John & Karen Erikson	415 Timberline Drive - Polk City, IA 50226
4	261/00305-240-009	Randy D. Gerlach	915 Deer Haven Street - Polk City, IA 50226
5	261/00305-240-023	Daniel L. & Renee M. Rockow	400 Whispering Pines Avenue - Polk City, IA 50226
6	261/00305-240-024	Jeremy B. & Gretchen M. Shuler	405 Timberline Drive - Polk City, IA 50226
7	261/00305-240-038	Tim J. & Linda K. Rhoades	930 Deer Haven Street - Polk City, IA 50226
8	261/00305-240-006	Kevin A. Brockler	1000 Deer Haven Street - Polk City, IA 50226
9	261/00305-240-005	Vickie F. Wirtz	1010 Deer Haven Street - Polk City, IA 50226
10	261/00305-240-004	Gabriel D. & Michelle E. Allard	1020 Deer Haven Street - Polk City, IA 50226
11	261/00305-240-003	Brian K. & Lori R. Knights	1030 Deer Haven Street - Polk City, IA 50226
12	261/00305-240-002	Michael L. & Amy L. Lucas	1100 Deer Haven Street - Polk City, IA 50226
13	261/00305-240-028	Stephen J. & Kristine M. Pierre	400 Timberline Drive - Polk City, IA 50226
14	261/00305-240-027	Steven C. & Theresa Bieghler	420 Timberline Drive - Polk City, IA 50226
15	261/00305-240-029	David L. & Angela B. Zimmer	1115 Deer Haven Street - Polk City, IA 50226
16	261/00305-240-001	Kenneth E. & Diane L. Williams	1110 Deer Haven Street - Polk City, IA 50226
17	261/00305-240-030	Richard M. Ellen M. Paulsen	415 E. Pine Ridge Drive - Polk City, IA 50226
18	261/00305-240-036	Timothy G. Boelts & Sarah A. Miller-Boelts	410 E. Pine Ridge Drive - Polk City, IA 50226
19	261/00305-215-000	Dave V. & Holly C. Rimathe	1201 Pine Valley Place - Polk City, IA 50226
20	261/00305-214-000	Jeff T. & Caroline L. Hughes	325 E. Pine Ridge Drive - Polk City, IA 50226
21	261/00305-213-000	Robert D. & Karen C. Gottner	315 E. Pine Ridge Drive - Polk City, IA 50226
22	261/00305-212-000	Christine S. Walker (Trust)	305 E. Pine Ridge Drive - Polk City, IA 50226
23	261/00305-211-000	Sean T. & Lisa M. McCullough	235 E. Pine Ridge Drive - Polk City, IA 50226
24	261/00305-220-000	Lisa Bertholf	1200 Pine Valley Place - Polk City, IA 50226
25	261/00305-210-000	Michael D. & Mary B. Juergens	225 E. Pine Ridge Drive - Polk City, IA 50226
26	261/00305-221-000	Heidi M. Smith	216 E. Pine Ridge Drive - Polk City, IA 50226
27	261/00305-209-000	Erik & Jessica Bair	215 E. Pine Ridge Drive - Polk City, IA 50226
28	261/00305-208-000	Vera, Gemma and Lyubov Aginsky	205 E. Pine Ridge Drive - Polk City, IA 50226
29	261/00305-207-000	Brian R. Charron, Sr. & Marilyn J. Jamison-Charron	125 E. Pine Ridge Drive - Polk City, IA 50226
30	261/00305-206-000	Dennis A. & Sheila G. Dietz	115 E. Pine Ridge Drive - Polk City, IA 50226
31	261/00305-204-001	Barbara J. Inman	101 W. Pine Ridge Drive - Polk City, IA 50226
32	261/00305-203-000	Mark A. & Cynthia M. Sanger	111 W. Pine Ridge Drive - Polk City, IA 50226
33	261/00305-202-000	Jay & Karen Lorenzen	201 W. Pine Ridge Drive - Polk City, IA 50226
34	261/00305-201-000	Sandra R. Noble	211 W. Pine Ridge Drive - Polk City, IA 50226
35	261/00305-241-552	Bridge Pointe, LLC (Basin)	407 W. Bridge Road - Polk City, IA 50226
36	261/00305-241-501	Polk City Dental L.L.C.	1010 S. 3rd Street - Polk City, IA 50226
37	261/00206-635-000	Daniel J. Stanbrough	900 S. 3rd Street - Polk City, IA 50226
38	261/00039-003-002	Ardyth M. Bertlesen	812 S. 3rd Street - Polk City, IA 50226
39	261/00039-003-001	William R. Vogt	808 S. 3rd Street - Polk City, IA 50226
40	261/00039-001-000	Jack L. & Audrey Burt	800 S. 3rd Street - Polk City, IA 50226
41	261/00030-001-002	Brice J. Hibbing	807 S. 3rd Street - Polk City, IA 50226
42	261/00030-001-001	Steve Bartels	805 S. 3rd Street - Polk County, IA 50226
43	261/00004-003-000	Larry G. & Kay R. Gettler	801 S. 3rd Street - Polk County, IA 50226
44	261/00004-002-000	Anthony D. & Traci M. Vandekrol	705 S 3rd Street - Polk City, IA 50226
45	261/00004-005-000	Kimberley Development Corp.	P.O. Box 369 - Ankeny, IA 50021
46	261/00306-002-000	Harold I. & Marguerite Gross	208 W. Grimes Street - Polk City, IA 50226
47	261/00306-003-000	Robert J. & Roberta A. Brown	204 W. Grimes Street - Polk City, IA 50226
48	261/00306-004-000	Lewis E. Bertherton	200 W. Grimes Street - Polk City, IA 50226
49	261/00306-005-000	B Hat, LLC	112 W. Grimes Street - Polk City, IA 50226
50	261/00164-006-000	B Hat, LLC	113 W. Grimes Street - Polk City, IA 50226
51	261/00164-007-000	Gary L. Fees	401 1st Street - Polk City, IA 50226
52	261/00200-010-000	Corrie L. Burg	209 E. Church Street - Polk City, IA 50226
53	261/00200-009-000	Gianni P. & Janel R. Corinto	221 E. Church Street - Polk City, IA 50226
54	261/00201-004-000	Joseph A. Bowersox	301 E. Church Street - Polk City, IA 50226
55	261/00201-003-003	3100 LLC - Series 1 (renters)	313 E. Church Street - Polk City, IA 50226
56	261/00201-003-004	3100 LLC - Series 1 (renters)	317 E. Church Street - Polk City, IA 50226
57	261/00005-004-000	Deer Haven Land Company, LLC	100 Court Avenue, Suite 400 - Des Moines, IA 50309
58	261/00204-005-015	Jill A. Smith	314 E. Church Street - Polk City, IA 50226
59	261/00204-005-016	Barry D. & Terri J. Johnson	302 E. Church Street - Polk City, IA 50226
60	261/00203-005-000	Casey A. Leonard	222 E. Church Street - Polk City, IA 50226
61	261/00202-004-000	Ken & Sandra K. Thornton	215 E. Grimes Street - Polk City, IA 50226
62	261/00202-002-000	Grant & Kristin Etherington	401 Summer Street - Polk City, IA 50226
63	261/00161-001-000	Taylor M. Lewis & Brandon L. Reed	101 E. Grimes Street - Polk City, IA 50226
64	261/00162-001-000	Matthew J. & Darcy A. Palan	103 E. Grimes Street - Polk City, IA 50226
65	261/00163-001-000	Robert McCombs, Jr.	113 E. Grimes Street - Polk City, IA 50226
66	261/00204-001-000	William J. & Marsha Sample	413 Summer Street - Polk City, IA 50226
67	261/00203-006-000	Ken & Sandra K. Thornton	217 E. Grimes Street - Polk City, IA 50226
68	261/00204-005-012	Larry D. & Linda K. Matjevich	305 E. Grimes Street - Polk City, IA 50226
69	261/00204-005-011	John H. & Anne E. Leopold	309 E. Grimes Street - Polk City, IA 50226
70	261/00204-005-014	Terry D. Burns	313 E. Grimes Street - Polk City, IA 50226
71	261/00204-006-001	Keith Lister	206 E. Grimes Street - Polk City, IA 50226
72	261/00204-006-003	Keith Lister	206 E. Grimes Street - Polk City, IA 50226
73	261/00205-000-000	Keith Lister	206 E. Grimes Street - Polk City, IA 50226
74	261/00204-006-002	Keith Lister	206 E. Grimes Street - Polk City, IA 50226
75	261/00002-005-000	Todd C. & Michelle S. Myers	114 E. Grimes Street - Polk City, IA 50226
76	261/00002-004-000	Coulton M. Thorpe	102 E. Grimes Street - Polk City, IA 50226
77	261/00306-008-000	S & K Management, LLC	100 W. Grimes Street - Polk City, IA 50226
78	261/00306-007-000	Cody Volkman	104 W. Grimes Street - Polk City, IA 50226
79	261/00306-006-000	Gary H. & Deanna L. Deason	108 W. Grimes Street - Polk City, IA 50226
80	261/00003-000-000	Kimberley Development Corp.	P.O. Box 369 - Ankeny, IA 50021
81	261/00027-000-000	Kimberley Development Corp.	1021 S. 3rd Street - Polk City, IA 50226
82	261/00034-007-000	Kimberley Development Corp.	1021 S. 3rd Street - Polk City, IA 50226



**NOTICE OF PUBLIC HEARING  
AMENDMENT OF CURRENT CITY BUDGET**

Form 653.C1

The City Council of Polk City in POLK County, Iowa  
will meet at City Hall  
at 6:30 on 5/9/2016  
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2016  
(year)

by changing estimates of revenue and expenditure appropriations in the following programs for the reasons given. Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
<b>Revenues &amp; Other Financing Sources</b>			
Taxes Levied on Property	1 1,272,524	0	1,272,524
Less: Uncollected Property Taxes-Levy Year	2 0	0	0
<b>Net Current Property Taxes</b>	3 1,272,524	0	1,272,524
Delinquent Property Taxes	4 0	0	0
TIF Revenues	5 665,000	0	665,000
Other City Taxes	6 2,938,011	500,000	3,438,011
Licenses & Permits	7 152,575	0	152,575
Use of Money and Property	8 107,750	0	107,750
Intergovernmental	9 418,285	0	418,285
Charges for Services	10 1,371,138	0	1,371,138
Special Assessments	11 5,000	0	5,000
Miscellaneous	12 23,700	0	23,700
Other Financing Sources	13 0	0	0
Transfers In	14 1,001,000	1,605,703	2,606,703
<b>Total Revenues and Other Sources</b>	15 7,954,983	2,105,703	10,060,686
<b>Expenditures &amp; Other Financing Uses</b>			
Public Safety	16 1,444,661	0	1,444,661
Public Works	17 641,733	0	641,733
Health and Social Services	18 500	0	500
Culture and Recreation	19 530,692	0	530,692
Community and Economic Development	20 560,000	0	560,000
General Government	21 909,875	0	909,875
Debt Service	22 137,395	0	137,395
Capital Projects	23 1,381,348	106,000	1,487,348
Total Government Activities Expenditures	24 5,606,204	106,000	5,712,204
Business Type / Enterprises	25 1,344,130	81,000	1,425,130
<b>Total Gov Activities &amp; Business Expenditures</b>	26 6,950,334	187,000	7,137,334
Transfers Out	27 1,001,000	1,605,703	2,606,703
<b>Total Expenditures/Transfers Out</b>	28 7,951,334	1,792,703	9,744,037
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out for Fiscal Year</b>	29 3,649	313,000	316,649
Beginning Fund Balance July 1	30 4,677,589	0	4,677,589
<b>Ending Fund Balance June 30</b>	31 4,681,238	313,000	4,994,238

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:  
We are increasing revenue to represent the funding we are receiving from LOST.

There will be no increase in tax levies to be paid in the current fiscal year named above. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget. This will provide for a balanced budget.

Lindsey M. Huber  
City Clerk/Finance Officer

**RESOLUTION NO. 2016-43**

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF POLK CITY AND PAPAS PIZZERIA TO LEASE THE 16.5 FOOT WIDE UNIMPROVED ALLEYWAY OFF OF VAN DORN STREET**

---

**WHEREAS**, the City of Polk City owns the alleyway off of Van Dorn Street; and

**WHEREAS**, Papa's Pizzeria desires to lease the unimproved alleyway for \$100 for one year effective May 10, 2016 to uses premises as an outdoor patio; and

**WHEREAS**, the City Council believes it to be in the best interest of the City of Polk City to approve an Agreement setting out the understanding between the City of Polk City and Papa's Pizzeria; and

**WHEREAS**, the lease agreement is in the form attached hereto as Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Polk City, Iowa, that the Lease Agreement with Papa's Pizzeria in the form attached hereto as Exhibit "A" is hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk are hereby authorized to execute said Agreement on behalf of the City of Polk City, Iowa.

**DATED** this 9<sup>th</sup> day of May, 2016.

---

Jason Morse, Mayor

ATTEST:

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Jenny Gibbons, City Clerk

## LEASE - BUSINESS PROPERTY

THIS LEASE AGREEMENT, made and entered into this 10th day of May 2016, by and between the City of Polk City, Iowa (hereinafter called the "Lessor"), whose address for the purpose of this Lease is 112 3<sup>rd</sup> Street, Polk City, Iowa 50226, and MAXIMUM PIZZA, LLC DBA PAPA'S PIZZERIA, (hereinafter called the "Lessee"), whose address for the purpose of this Lease is 214 Van Dorn Street, Polk City, Iowa 50266.

WITNESSETH THAT:

1. PREMISES AND TERM. The Lessor, in consideration of the rents herein reserved and of the agreements and conditions herein contained, on the part of the Lessee to be kept and performed, leases unto the Lessee and Lessee hereby rents and leases from Lessor, according to the terms and provisions herein, the following described real estate, situated in Polk County, Iowa, to wit:

16.5 foot wide alleyway off of Van Dorn Street, Polk City, Iowa

which, more particularly, includes the space and premises as may be shown on "Exhibit A", if and as may be attached hereto, for a term of one (1) year, commencing at midnight of the day previous to the first day of the lease term, which shall be on the 10th day of May 2016, and ending at midnight on the last day of the lease term, which shall be on the 30th day of April 2017, upon the condition that the Lessee pays rent therefor, and otherwise performs as in this Lease provided.

2. RENTAL. Lessee agrees to pay to Lessor as rental for said term, as follows: \$100 per annum payable upon execution of this Lease.

All sums shall be paid at the address of Lessor, as above designated, or at such other place in Iowa, or elsewhere, as the Lessor may, from time to time, previously designate in writing.

3. POSSESSION. Lessee shall be entitled to possession on the first day of the term of this Lease, and shall yield possession to the Lessor at the time and date of the close of the term of this Lease, except as herein otherwise expressly provided.

4. USE OF PREMISES. Lessee shall use premises as an outdoor patio.

5. ASSIGNMENT. This Lease shall not be assigned, or any part thereof, without the written consent of the Lessor.

6. CARE AND MAINTENANCE OF PREMISES.

(a) Lessee accepts said property in its present condition. Lessee shall, after taking possession of said premises and until the termination of this Lease and the actual removal of Lessee from the premises, at its own expense, care for and maintain said premises in a reasonably safe and

serviceable condition. Lessee will not permit or allow said premises to be damaged or depreciated in value by any act or negligence of the Lessee, its agents or employees.

(b) Lessee will be responsible for maintaining the sidewalks adjacent to the premises and shall keep the same free from ice, snow and other debris. Lessee shall further not allow trash of any kind to accumulate on said premises or on the sidewalks adjacent thereto.

7. UTILITIES AND SERVICES. Intentionally omitted.

8. SURRENDER OF PREMISES AT END OF TERM. Lessee agrees that upon the termination of this Lease Lessee shall surrender, yield up and deliver the leased premises in good and clean condition, except the effects of ordinary wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Lessee.

9. INSURANCE. Lessee shall each keep the premises and its liability in regard thereto, and the personal property on the premises, reasonably insured against hazards and casualties; and Lessee shall procure and deliver to the Lessor a certification from Lessee's insurance company to that effect. Such insurance shall be made payable to the parties hereto as their interests may appear, except that the Lessee's share of such insurance proceeds are hereby assigned and made payable to the Lessor to secure rent or other obligations then due and owing Lessor by Lessee.

10. INSURANCE PROCEEDS. In the event of a partial destruction of the premises, Lessee may settle and adjust any claim against any insurance company under the aforementioned policy of insurance for the premises, but said insurance money shall be paid to and held by the Lessor to be used in payment for any costs of repair or restoration.

11. INDEMNITY AND LIABILITY INSURANCE. Lessee shall protect, indemnify and save harmless the Lessor from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury and/or damage to any person or property, happening or done, in, upon or about the leased premises, or due directly or indirectly to the tenancy, use or occupancy thereof, or any part thereof, by the Lessee or any person claiming through or under the Lessee. The Lessee further covenants and agrees that Lessee shall at Lessee's expense procure and maintain casualty and liability insurance in a responsible company or companies authorized to do business in the State of Iowa, in amounts not less than \$1,000,000.00 for any one person injured, and \$2,000,000 for any one accident, and with the limits of \$100,000 for property damage, protecting the Lessor against such claim, damages, costs or expenses on account of injury to any person or persons, or to any property belonging to any person or persons, by reason of such casualty, accident or other happening on or about the demised premises during the term of this Lease.

Certificates or copies of the policies, naming the Lessor, and providing for thirty (30) days' notice to Lessor before cancellation shall be delivered to the Lessor within twenty (20) days from the date of the commencement of the Lease term.

12. TERMINATION OF LEASE. The term of this Lease shall commence on the 10th

day of May 2016 and shall terminate on the 30<sup>th</sup> day of April 2017.

13. MECHANIC'S LIENS. Neither the Lessee nor anyone claiming by, through, or under the Lessee, shall have the right to file or place any mechanic's lien or other lien of any kind or character whatsoever, upon said premises or upon any building or improvement thereon, or upon the leasehold interest of the Lessee therein, and notice is hereby given that no contractor, sub-contractor, or anyone else who may furnish any material, service or labor for any building, improvements, alteration, repairs or any part thereof, shall at any time be or become entitled to any lien thereon, and for the further security of the Lessor, the Lessee covenants and agrees to give actual notice thereof in advance, to any and all contractors and sub-contractors who may furnish or agree to furnish any such material, service or labor.

14. RIGHTS CUMULATIVE. The various rights, powers, options, elections and remedies of either party, provided in this Lease, shall be construed as cumulative and no one of them as exclusive of the others, or exclusive of any rights, remedies or priorities allowed either party by law, and shall in no way affect or impair the right of either party to pursue any other equitable or legal remedy to which either party may be entitled as long as any default remains in any way unremedied, unsatisfied or undischarged.

15. NOTICES AND DEMANDS. Notices as provided for in this Lease shall be given to the respective parties hereto at their respective addresses designated on page one of this Lease unless either party notifies the other party, in writing, of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such message shall be considered given under the terms of this Lease when sent, addressed as above designated, postage prepaid, by registered or certified US mail (as defined by US Postal Service), return receipt requested, and so deposited in a US mail box.

16. CHANGES TO BE IN WRITING. None of the covenants, provisions, terms or conditions of this Lease to be kept or performed by Lessor or Lessee shall be in any manner modified, waived or abandoned, except by a written instrument duly signed by the parties and delivered to the Lessor and Lessee. This Lease contains the whole agreement of the parties.

17. CONSTRUCTION. Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

*[Remainder of Page Left Intentionally Blank]*

IN WITNESS WHEREOF, the parties hereto have duly executed this Lease in duplicate the day and year first above written.

The City of Polk City, Iowa, Lessor	Maximum Pizza, LLC dba Papa's Pizzeria, Lessee
By: _____ Jason Morse, Mayor	By:  Name: <u>Shaun Combs</u> Title: <u>Owner</u>
Attest:  By: _____ Jenny Gibbons, City Clerk	

**Applicant License Application ( )**

<b>Name of Applicant:</b>	<u>Maximum Pizza</u>		
<b>Name of Business (DBA):</b>	<u>Papas Pizzeria</u>		
<b>Address of Premises:</b>	<u>214 W Van Dorn St</u>		
<b>City</b>	<u>Polk City</u>	<b>County:</b>	<u>Polk</u> <b>Zip:</b> <u>50226</u>
<b>Business</b>	<u>(515) 984-6361</u>		
<b>Mailing</b>	<u>214 W Van Dorn St</u>		
<b>City</b>	<u>Polk City</u>	<b>State</b>	<u>IA</u> <b>Zip:</b> <u>50226</u>

**Contact Person**

<b>Name</b>	<u>Shawn Comer</u>		
<b>Phone:</b>	<u>(515) 250-3119</u>	<b>Email</b>	<u>shawn@papas-pizzeria.com</u>

**Classification** Special Class C Liquor License (BW) (Beer/Wine)

**Term:** 12 months

**Effective Date:** 05/28/2016

**Expiration Date:** 01/01/1900

**Privileges:**

Outdoor Service

Special Class C Liquor License (BW) (Beer/Wine)

**Status of Business**

<b>BusinessType:</b>	<u>Sole Proprietorship</u>		
<b>Corporate ID Number:</b>		<b>Federal Employer ID</b>	

**Ownership**

**Shawn Comer**

**First Name:** Shawn

**Last Name:** Comer

**City:**

**State:** Iowa

**Zip:** 50111

**Position:** owner

**% of Ownership:** 50.00%

**U.S. Citizen:** Yes

**Sandi Comer**

**First Name:** Sandi

**Last Name:** Comer

**City:**

**State:** Iowa

**Zip:** 50111

**Position:** owner

**% of Ownership:** 50.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>	<u>Amco Insurance Company</u>
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**Policy Effective Date:** 05/28/2016

**Policy Expiration** 05/28/2017

**Bond Effective**

**Dram Cancel Date:**

**Outdoor Service Effective**

**Outdoor Service Expiration**

**Temp Transfer Effective**

**Temp Transfer Expiration Date:**

**ORDINANCE NO. 2016 – 1400**

**AN ORDINANCE AMENDING CHAPTER 47 PARK REGULATIONS  
BY ADDING SECTION 47.25 TOBACCO FREE POLICY**

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

**Section 1.** Chapter 47, of the Polk City Code of Ordinances; Park Regulations, is hereby amended by adding Section 47.25:

**47.25 TOBACCO FREE POLICY.**

1. **TOBACCO USE PROHIBITED.** Tobacco and nicotine use is prohibited in all City of Polk City outdoor recreational facilities at all times. No person shall use any form of tobacco at or on any City-owned or operated outdoor recreational facility, which includes, but is not limited to, any park, playground, athletic field and complex, skate park, aquatic areas, shelter, restrooms, trails and parking lot areas. The term "tobacco" means any product made or derived from tobacco, such as nicotine, that is intended for human consumption, including any component, part, or accessory of a tobacco product. This includes, among other products, cigarettes, electronic smoking devices, cigarette tobacco, roll-your-own tobacco, smokeless, and dissolvable tobacco. The term "electronic smoking device" means any device that can be used to deliver an aerosolized solution that may or may not contain nicotine to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, e-hookah or other simulated smoking device. Tobacco product does not include nicotine products approved by the U.S. Food and Drug Administration (FDA) for tobacco cessation. Tobacco-Free signs shall be posted in all outdoor recreational facilities that conform to the requirement of Section 142D.6 of the Code of Iowa.

2. **ENFORCEMENT.** Any person found violating this Ordinance will be asked to cease use of tobacco or leave the City park or facility premises. Any person found to continually violate this Ordinance may be cited with a municipal infraction. Violations of this Chapter are declared to be municipal infractions and may be punished as provided in Chapter 3 of this Code. For violations of Subsection 47.25 of this Ordinance, police officers or designees shall enforce and be authorized to issue citation-complaints. Before issuing a citation-complaint, the police officer or designee shall verify that the offender has previously received a warning against engaging in such conduct, or the offender has refused to discontinue engaging in such conduct after the police officer or designee has advised the offender that such conduct must cease. A one hundred dollar (\$100.00) civil penalty shall be imposed for each violation where a citation-complaint has been issued.

**Section 2.** All Ordinances or parts of any Ordinance in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict.

**Section 3.** This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

---

Jason Morse, Mayor

ATTEST:

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Jenny Gibbons, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Date of Publication: \_\_\_\_\_

**ORDINANCE NO. 2016-1500**

**AN ORDINANCE AMENDING CHAPTER 92, WATER RATES, SECTION 92.02, RATES FOR SERVICE AND AMENDING CHAPTER 99, SECTION 99.02 BY ADDING A NEW SEWER RATE (15% increase)**

---

**BE IT ORDAINED** By the City Council of the City of Polk City, Iowa, that:

**Section 1.** Chapter 92, of the Polk City Code of Ordinances; Water Rates, Section 92.02, Rates for Service is hereby amended by deleting the section and inserting the following: 92.02 Water Service. Service shall be furnished at the following monthly rates and classification within the City:

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

<u>Gallons Used per Month</u>	<u>Rate</u>
First 1,000	<b>\$10.81</b> (minimum bill)
All over 1,000	<b>\$4.31</b> per 1,000 gallons

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

<u>Gallons Used per Month</u>	<u>Rate</u>
All usage/1000 gallons	<b>\$5.18</b> (minimum bill)

**Section 2.** Chapter 99, Sections 99.02 is hereby amended by deleting the section and inserting the following: 99.02 Sewer Service. Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system as follows:

1. Service Availability Charge. A service availability charge of **\$12.39** per month (minimum bill).

2. Usage Charge. A usage charge of **\$4.67** per each 1,000 gallons of water used.

**Section 3.** The new water and sanitary sewer rates will start with meter reads in the month of June 2016, payable in July 2016.

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

**Section 5.** This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jason Morse, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Gibbons, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Date of Publication: \_\_\_\_\_

**RESOLUTION 2016-44**

**A RESOLUTION SETTING A PUBLIC HEARING FOR THE AMENDMENT OF  
CHAPTER 165, ZONING REGULATIONS ORDINANCE THAT WOULD  
IDENTIFY SPECIFIC REGULATIONS AND REQUIREMENTS FOR  
BEEKEEPING**

---

**WHEREAS**, the Polk City Planning and Zoning Commission has recommended to the City Council of the City of Polk City, Iowa, that language be added to the City Code identifying specific regulations and requirements for Beekeeping; and

**WHEREAS**, it is not clearly defined within the City Code of Ordinance where Bees and Beekeeping are prohibited or permitted.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Polk City, Iowa, hereby orders a public hearing and notice thereof to be held on May 23, 2016 at 6:30 p.m. in the City Hall Council Chambers, Polk City, Iowa, on the proposed amendment of zoning ordinance that would identify specific regulations and requirements for Beekeeping to allow permitted use in *Agricultural Zoning District Regulations (A-1)* only.

**DATED** this 9<sup>th</sup> day of May, 2016.

---

Jason Morse, Mayor

ATTEST:

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Jenny Gibbons, City Clerk

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF POLK CITY, IOWA, CHAPTER 55, ANIMAL PROTECTION AND CONTROL, AND CHAPTER 165, ZONING REGULATIONS, TO ADD LANGUAGE TO THE CITY CODE IDENTIFYING SPECIFIC REGULATIONS AND REQUIREMENTS FOR BEEKEEPING.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF POLK CITY, IOWA:**

**Section 1. Amendment.** Chapter 55, *Animal Protection and Control*, is hereby amended by adding the following:

**55.21 Bees and Beekeeping.** It is unlawful for a person to keep bees within the City except in an Agricultural (A-1) Zoning District in compliance with Section 165.08(2).

**Section 2. Amendment.** Chapter 165, *Zoning Regulations*, Subsection 165.08(2), *Agricultural Zoning District Regulations (A-1)*, is hereby amended by adding the following to the table as a Permitted Use:

Beekeeping - beekeeping provided no hive or building in which bees are kept shall be closer than 250 feet to the property line.

**Section 3. Repealer.** All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

**Section 4. Savings Clause.** If any section, provision, sentence, clause, phrase or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

**Section 5. Violations and Penalties.** Any person who violates the provisions of this Ordinance upon conviction shall be punished as set forth in Chapter 3 of the City Code of the City of Polk City, Iowa.

**Section 6. Other Remedies.** In addition to the provisions set out in the Violations and Penalties Section herein, the City may proceed in law or equity against any person, firm or corporation for violation of any section or subsection of this Ordinance.

**Section 7. Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Passed by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jason Morse, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Gibbons, City Clerk

The foregoing Ordinance No. \_\_\_\_\_ was adopted by the Council for the City of Polk City, Iowa, on \_\_\_\_\_, 2016, and was published in the Des Moines Register on \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jenny Gibbons, City Clerk

**ORDINANCE NO. 2016-1700**

**AN ORDINANCE AMENDING CHAPTER 65, STOP OR YIELD REQUIRED, SECTION 65.02 AND CHAPTER 69, PARKING REGULATIONS, SECTION 69.08, NO PARKING ZONES**

---

**BE IT ORDAINED** By the City Council of the City of Polk City, Iowa, that:

**Section 1.** Chapter 65, of the Polk City Code of Ordinances; Stop or Yield Required, Section 65.02, Stop Required, is hereby amended by deleting section #105 and inserting the following:

#105 the entrance from Anchor Away Drive to Marina Cove Drive

**Section 2.** Chapter 69, of the Polk City Code of Ordinances; Parking Regulations, Section 69.08, No Parking Zones, is hereby amended by deleting section #70 and #85 and inserting the following:

#70 Marina Cove Drive on the west-southwesterly side from Ease Southside Drive extending past Anchor Away Drive

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

**Section 5.** This Ordinance shall be in full force after its passage, approval and publication as provided by law effective July 1, 2016

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jason Morse, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Gibbons, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

Date Adopted: \_\_\_\_\_

Date of Publication: \_\_\_\_\_

## **EMS Week Proclamation**

*To designate the Week of May 15-21, 2016, as Emergency Medical Services Week*

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, *I Jason Morse, Mayor of the City of Polk City, Iowa in recognition of this event do hereby proclaim the week of May 15-21, 2016, as*

### **EMERGENCY MEDICAL SERVICES WEEK**

*With the theme, “EMS Strong: Called to Care” and I encourage the community to observe this week with appropriate programs, ceremonies and activities.*

---

Jason Morse, Mayor

ORDINANCE NO. 2016 - \_\_\_\_\_

AN ORDINANCE MAKING REVISIONS AND ADDITIONS TO  
CHAPTER 3, MUNICIPAL INFRACTIONS, OF THE MUNICIPAL  
CODE OF THE CITY OF POLK CITY, IOWA

WHEREAS, the City Council of the City of Polk City, Iowa, is amending its Municipal Code to incorporate changes to clarify certain provisions concerning criminal penalties for municipal infractions and to add sections concerning failure to pay citations and habitual offenders.

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

Section 1. Section 3.06, Criminal Penalties, is hereby amended by deleting the current section and inserting the following:

3.06 CRIMINAL PENALTIES.

This chapter does not preclude a peace officer from issuing a criminal citation for a violation of this Code of Ordinances or regulation if criminal penalties are also provided for the violation. Nor does it preclude or limit the authority of the City to enforce the provisions of the Code of Ordinances by criminal sanctions or other lawful means. In addition to any other provision of the Code of Ordinances specifying criminal penalties, the City hereby specifically provides for criminal penalties allowed by Iowa law for simple misdemeanors, for the following:

- 41.08 Discharge Firearm
- 41.09 Throwing or shooting objects
- 41.10 Urinating and Defecating
- 55.02 Animal Neglect
- 55.06 Animal at Large
- 57.03 Keeping of Vicious Animals
- 105.08 Open Dumping Prohibited
- 152.01 Removal of Weeds

Section 2. The following new sections are added to Chapter 3, Municipal Infractions:

3.07 FAILURE TO PAY A CIVIL CITATION.

1. Delinquent Offender. Delinquent Offender shall mean any person that has at least one (1) unpaid citation or municipal infraction of a violation of the Municipal Code of Ordinances that has remained unpaid for one-hundred twenty (120) days or more. It shall be a separate citable offense to be a Delinquent Offender of this Code. A Delinquent

Offender administrative fee of thirty-five (\$35) may be assessed against any such offender, which fee shall be in addition to any fine otherwise due pursuant to this Code.

2. Collection. A default in the payment of a fine or penalty, or any installment of a fine or penalty, may be collected by any means allowable for the collection of monetary judgments. The City Attorney and/or a private collection agent may be retained for the purpose of collecting any default in payment or any fine or penalty or installment of a fine or penalty, or any combination thereof. Any fees or costs incurred by the City with respect to attorneys or private agents retained under this section shall be charged to the offender.

3. Denial of Licenses and Permits. In addition to any other means provided by law, the City may collect any past due citation fine, late payment charge, costs, taxes or fees by declining to issue or renew any license, permit, zoning variance or other permission applied for by the responsible party under the Municipal Code of Ordinances until the responsible party pays such fine, charge, costs, taxes and fees.

3.08 HABITUAL OFFENDERS. Habitual Offender shall mean any person that on at least three (3) occasions within a twelve (12) month period has: (1) received a citation, either civil or criminal, of a violation of the Municipal Code of Ordinances; or (2) has had abatement action initiated against any property the habitual offender owns. It shall be a separate citable offense to be a Habitual Offender of this Code. A Habitual Offender administrative fee of thirty-five (\$35) may be assessed for each citation above three (3) issued to the same violator within any twelve (12) month period, which fee shall be in addition to any fine otherwise due pursuant to this Code.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. This ordinance shall be effective upon its passage, approval and publication as provided by law.

**PASSED** and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

---

JASON MORSE, Mayor

**ATTEST:**

---

Jenny Gibbons, City Clerk

## INFORMATIVE MEMORANDUM

**TO:** Parks Commission  
**FROM:** Jake Schreier  
**MEETING DATE:** May 2  
**RE:** Polk City's City Parks Interactive Map

### GENERAL INFORMATION FOR COUNCIL:

This memo's intent is to inform Polk City's Parks Commission of where the City is at in the creation of a City Park interactive map for the City's website. Based off of recommendations from the Parks Commission the City is in the process of compiling a Google based interactive map that displays the location as well as specific details of all City parks. Upon completion, users will be able to navigate to the parks webpage within the City's website where they will be able to view a fully functional custom Google map. This interactive map will by default show all City park locations. When a user clicks on a particular park's marker, the details of that park will pop up. Typical details will include the park's address and amenities.

### FINANCIAL/BUDGET IMPACTS:

There are no direct financial/budget impacts at this time for the creation of this interactive map; the only realized cost involved are employee hours invested.

### ATTACHMENTS:

*Overall screenshot*

*Details Screenshot*

<http://polkcityia.gov/page/Parks-and-Trails-Polk-City-Iowa>



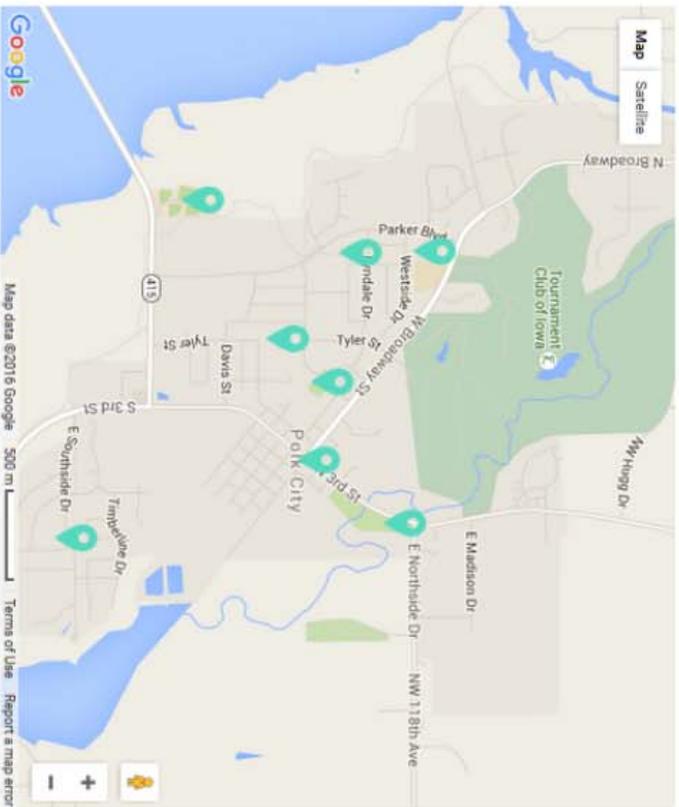
# POLK CITY

- A City For All Seasons -

- I Want To... | For Visitors | For Residents | For Businesses | City Government | City News | City Calendar | Contact

## Parks & Trails

### Map of Polk City Parks



Big Creek State Park

Jester Park

Saylorville Lake

Neil Smith Bike Trail

Tournament Club of Iowa

Edit | Delete

### Contact City Hall

112 3rd Street  
 PO Box 426  
 Polk City, IA 50226

Monday-Friday  
 8:00am-5:00pm

Phone: 515-984-6233  
 Fax: 515-984-6177  
[support@polkcityia.gov](mailto:support@polkcityia.gov)

### Newsletter

To begin receiving our FREE newsletter, fill out this form.

#### Enter your name & email

Your Name (required)

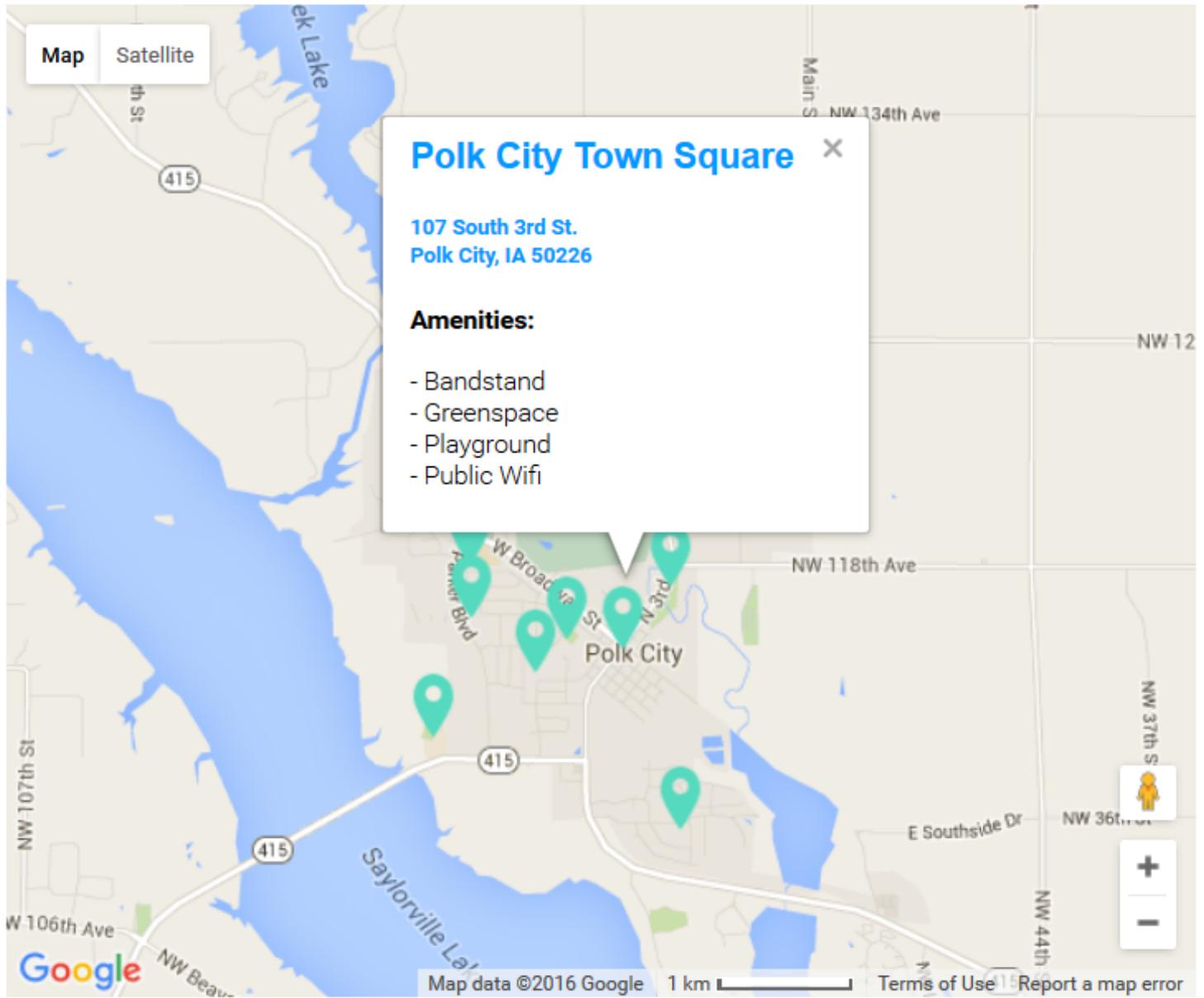
Your Email (required)

#### ▶ Select Subscription Categories

### Friends of Polk City



# Map of Polk City Parks





# Polk City Police Department

## Office of Chief of Police

309 West Van Dorn  
P.O. Box 381  
Polk City Iowa 50226

### Letter of Commendation

**Emergency**

911

**Administrative**

(515) 984-6565

**FAX**

(515) 984-6819

April 27, 2016

Dustin L Bjornson  
Sergeant in Charge  
Polk City Police Department

Dear Sergeant Bjornson,

Attached please find a letter dated April 21<sup>st</sup>, 2016 from Mr. J.D. Biram. Mr. Biram is the course director for Northwestern University's Center for Public Safety, School of Police Staff and Command.

The purpose of that letter is to inform me you have been elected Vice President of the 395<sup>th</sup> class of the School of Police Staff and Command currently in session at the Des Moines Police Academy.

As a graduate of that school myself I share Mr. Biram's opinion that such achievement is indeed exceptional. Being elected to that position by officers from the top law enforcement agencies in the region clearly denotes recognition by them of your positive personality and your leadership skills.

Your performance at this school and your election to class officer has reflected favorably not only on yourself but on the Department, the City of Polk City and me.

I hereby commend you for a job well done and order a copy of this letter with its attachment to be placed in your personnel file as a permanent record of your performance.

Sincerely,

Roger W Sanders  
Chief of Police

Cc: Mayor Jason Morse  
Gary Mahannah (City Administrator)

Attachment



**Center for Public Safety**  
Northwestern University  
1801 Maple Avenue  
Suite 1410  
Evanston, Illinois 60201-3193

Phone 847-491-5476  
Toll Free 800-323-4011  
Fax 847-491-5270  
nucps.northwestern.edu



**NORTHWESTERN**  
UNIVERSITY

April 21, 2016

Chief Roger Sanders  
Polk City Police Department  
309 West Van Dorn Street  
Polk City, IA 50226

Dear Chief Sanders:

I am pleased to advise you that an officer from your agency, Sergeant Dustin L. Bjornson, has been elected to the position of Vice President of the 395<sup>th</sup> Class of the School of Police Staff and Command. As you know, this class is currently in progress and being hosted by the Des Moines Police Department.

Election to this position is truly an exceptional indication of the high regard that his classmates have for him and we at the Center recognize this achievement.

We believe that the students have selected an excellent group of Class Officers, including Sergeant Bjornson, and we are confident that these Class Officers will provide outstanding leadership throughout the entire 10-week session of the SPSC Class.

Sincerely,

**J. D. Biram**  
Course Director

JB/slm

cc: Sergeant Dustin L. Bjornson