

Notice of Special Meeting

Under Chapter 17.04 of the Code of Ordinances

Polk City | City Council Meeting

City Council Meeting scheduled for August 22, 2016 | 6:30 pm has been **rescheduled** to
Thursday, August 25, 2016 | 6:30 pm

City Hall | Council Chambers

A Quorum was not able to meet on August 22, 2016 therefore under the powers for the Mayor specifically Chapter 17, Council; section 17.04, Council Meetings; paragraph 2, Special Meetings; can be held upon the call of the Mayor, therefore the Mayor has scheduled a Special Council Meeting for Thursday, August 25, 2016 at 6:30 pm. Broadcast live at www.polkcityia.gov/page/LiveStream

Tentative Meeting Agenda

Jason Morse | Mayor

Ron Anderson | Pro Tem

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

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

Action Items

1. Consider motion to approve the City Council Meeting Minutes for August 8, 2016
2. Consider motion to receive and file the P&Z Commission Minutes for August 15, 2016
3. Consider motion to approve the August 22, 2016 Claims
4. Consider motion to approve the July 2016 Finance Report
5. Consider motion to approve extending the Farmer Market season 2 weeks to September 15, 2016
6. Consider motion to approve tobacco permit application for Tournament Club of Iowa (TCI) effective date ending June 30, 2017
7. Consider motion to approve Resolution 2016-78 approving Snyder & Associates, Inc Engineering Invoice for July Services 2016 in the amount of \$22,337.75

6. New Business

Action Items

1. Pine Ridge entrance island off of HWY 415
 - a. Presentation from Pine Ridge residents on Pine Ridge Drive island area
 - b. Staff presentation of alternative options
 - c. Council discussion/decision on preferred alternative
2. Economic Development Brochure/Publication
 - a. Presentation from John Calhoun, Polk City Development Corporation
 - b. Consider motion to approve Resolution 2016-73 approving expenditure not to exceed \$15,000

3. Consider motion to approve Resolution 2016-74 setting a Public Hearing for consideration of petitions for Voluntary Annexation from owners of the following properties located north of NW Hugg Drive:
 - a. Sally Jensen parcel, 12737 NW Hugg Drive, comprising approximately 5.29 acres
 - b. MJR Developments, LLC parcel, located north and east of the Sally Jensen parcel, comprising approximately 59.40 acres
4. Consider motion to approve Resolution 2016-75 setting a Public Hearing for consideration of petition for rezoning approximately 59.40 acres owned by MJR Developments, LLC from A-1 Agricultural to R-1, Single Family Detached Residential
5. 2016 Street Repairs Project
 - a. Consider motion to approve Resolution 2016-76 ordering construction of certain public improvements and fixing dates for a public hearing thereon and the taking of bids
6. Consider motion to approve Resolution 2016-77 accepting Davis & Tyler project
7. Mayor's Report
8. Council Report
 1. David Dvorak
 2. Rob Mordini
 3. Robert Sarchet
 4. Ron Anderson
 5. Dan Lane
9. Council Discussion
10. City Administrator's Report
11. City Staff Reports
 1. Attorney's Report
 2. Engineer's Report
 3. Public Works Department Report
 4. Technology and Innovation Report
 5. Finance Report
 6. Fire Department Report
 7. Police Department Report
 8. Library Report
 9. Citizen Liaison Report
12. Adjourn until September 12, 2016

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, August 8, 2016
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on August 8, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>Mayor and City Council Members Present:</u> Jason Morse Mayor Ron Anderson Pro Tem Rob Mordini City Council Member Robert Sarchet City Council Member Dan Lane City Council Member Dave Dvorak City Council Member</p> <p><u>Citizen Liaison Absent:</u> Ken Thornton Citizen Liaison</p>	<p><u>Staff Members Present:</u> Gary Mahannah City Administrator Jenny Gibbons City Clerk Amy Beattie City Attorney Kathleen Connor City Engineering Representative Mike Schulte Public Works Director Trace Kendig Police Chief Kim Kellogg Library Director Jake Schreier Technology Director</p> <p><u>Staff Members Absent:</u> Lindsey Huber Assistant City Administrator & Finance Director Dan Gubbins Fire Chief</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 Sarchet and seconded by Anderson to approve the meeting agenda
 MOTION CARRIED UNANIMOUSLY
4. **Public Comments** / None
5. **Consent Agenda Items** / Anderson requested item #13 be pulled for discussion.
 MOTION: A motion was made by Anderson and seconded by Lane to approve the consent agenda items.
 1. Consider motion to approve the City Council Meeting Minutes for July 25, 2016
 2. Consider motion to receive and file the Parks Commission Minutes for August 1, 2016
 3. Consider motion to approve the August 8, 2016 Claims
 4. Consider motion to receive and file the meeting minutes for the Arts Council from February 11, April 7, and May 12, 2016
 5. Consider motion to accept Kay Gettler resignation from the Arts Council effective immediately
 6. Consider motion to approve termination of Firefighter Andrew Ware effective July 28, 2016
 7. Consider motion to approve hiring Tyler Hardenbrook for part time/POC Firefighter/Paramedic at \$15.45 per hour
 8. Consider motion to approve hiring James McClintic for part time/POC Firefighter/Paramedic at \$15.45 per hour
 9. Consider motion to approve the Temporary Site Plan for the block party event at Winding Creek Circle September 4 noon to 10 pm with approval from Fire, Police and Public Works
 10. Consider motion to receive and file June 2016 Library Meeting Minutes
 11. Consider motion to receive and file July 2016 Library Stats Report
 12. Consider motion to approve North Polk United Soccer utilizing baseball and softball outfields and Davis St. open area for Fall practices and games with Parks Commission and Little League consent
 14. Consider motion to approve Resolution 2016-70 approving Snyder & Associates June 2016 invoice in the amount of \$23,548.61
 15. Consider motion to receive and file the July 2016 Police Report and Stats
 16. Consider motion to receive and file the July 2016 Water Report**MOTION CARRIED UNANIMOUSLY**
 MOTION: A motion was made by Anderson and seconded by Sarchet to approve the installation of the meandering mulch path at Lakeside Linear Park.

MOTION CARRIED UNANIMOUSLY

6. New Business

1. Public Hearing for Sender's Construction LLC, rezoning the property located at 104 S 3rd. Street, formerly known as 302 W. Broadway (the Broken Arrow Center) from Central Business District (C-1) to Town Square Business District (C-TS) opened at 6:33pm and Jenny Gibbons, City Clerk, reported the notice was published July 29, 2016 and letters were mailed to property owners within 250 feet on July 29, 2016. No written or verbal comments had been received for or against the project. No public comments were made at the Hearing.

MOTION: A motion was made by Anderson and seconded by Lane to close the Public Hearing at 6:36pm and reopen the regular meeting.

MOTION CARRIED UNANIMOUSLY

- a. ***MOTION:*** A motion was made by Mordini and seconded by Lane to approve the first reading of Ordinance 2016-2400 rezoning 104 S. 3rd Street from C-1 to C-TS

MOTION CARRIED UNANIMOUSLY

- b. ***MOTION:*** A motion was made by Sarchet and seconded by Mordini to waive the second and third reading of Ordinance 2016-2400

MOTION CARRIED UNANIMOUSLY

2. ***MOTION:*** A motion was made by Lane and seconded by Dvorak to approve Resolution 2016-71 approving Lost Lake Estates Plat 3 Construction Drawings

MOTION CARRIED UNANIMOUSLY

3. ***MOTION:*** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-72 approving Lost Lake Estates Plat 4 Construction Drawings

MOTION CARRIED UNANIMOUSLY

4. ***MOTION:*** A motion was made by Dvorak and seconded by Lane to approve the first reading of Ordinance 2016-2300 Stop Yield and No Parking

MOTION CARRIED UNANIMOUSLY

- a. ***MOTION:*** A motion was made by Lane and seconded by Dvorak to waive the second and third reading Ordinance 2016-2300

MOTION CARRIED UNANIMOUSLY

5. ***MOTION:*** A motion was made by Sarchet and seconded by Dvorak to approve up to \$15,000 for the architectural updating of the Police building facilities with direction to the City Administrator and Police Chief to validate the current proposal.

6. ***MOTION:*** A motion was made by Mordini and seconded by Lane to approve replacing the heating and cooling unit in the Police Department in the amount of \$6,550 that was budgeted for FY 16/17

MOTION CARRIED UNANIMOUSLY

7. **Mayor Report** | Mayor Morse commented that Highway 415 construction started and Southside Drive is temporarily closed.

8. Council Report

- Lane spoke to issues with no parking areas at 3rd and Walnut.
- Dvorak thanked Ken Morse for the conceptual design for Lakeside Linear Park. Dvorak commended Mayor Morse for his involvement with North Polk United Soccer Club and Polk City Little League working together on practice/game times and locations.
- Mordini stated there are a lot of projects going on in the City and things are looking bright.
- Sarchet is looking forward to the playground project started. Sarchet advised that he will miss the August 22, 2016 meeting.
- Anderson mentioned Cora Murray and concern over fox playing in yards and wildlife being a nuisance for residents. Anderson believes the Council needs to re-establish budget priorities.

9. **Council Discussion** | No discussion

10. **City Administrator Report** | Gary Mahannah informed Council the Annexation Petition consisting of 60+ acres is all voluntarily. Property would be zoned as A-1 and will request rezoning to R-1. There will be a Public Hearing scheduled for September 12, 2016. He also added that the next Budget Workshop is scheduled for Monday, September 12, 2016 at 5:00pm

11. City Reports

- Mike Schulte, Public Works Director, reported they are replacing pipes at the Water Plant and some residents may experience service interruption. The next project involves pipes and hydrants at Walnut and 5th, so there may be a bigger outage.
- Jake Schreier, Technology Director, is working to enhance the video streaming and looking to improve internet connectivity.
- Trace Kendig, Police Chief, reviewed monthly statistics, updated Council on current training, and shared a memo regarding the Charger's outfitting. Kendig also advised they are looking to hire another part-time police officer.

12. Adjournment

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

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, August 22, 2016

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, August 15, 2016
City Hall

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on August 15, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>P&Z Commission Members Present:</u> Deanna Triplett Chair Justin Vogel Pro Tem Dennis Dietz P&Z Commission Member Ron Hankins P&Z Commission Member Krista Bowersox P&Z Commission Member Doug Sires P&Z Commission Member</p> <p><u>P&Z Commission Members Absent:</u> James Hill P&Z Commission Member</p>	<p><u>Staff Members Present:</u> Gary Mahannah City Administrator Kathleen Connor City Engineering Representative Becky Leonard Deputy City Clerk</p> <p><u>City Council Liaison Present:</u> Ron Anderson City Council Member</p>
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1. **Call to Order** | Chair Triplett called the meeting to order at 6:00 p.m.
2. **Roll Call** | Dietz, Hankins, Vogel, Triplett, Bowersox, Sires, | In attendance
Hill | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Bowersox and seconded by Sires to approve the agenda.
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | No discussion items
5. **Approval of Minutes**
MOTION: A motion was made by Hankins and seconded by Bowersox to approve the July 18, 2016 meeting minutes.
YES: Bowersox, Sires, Dietz, Hankins, Vogel
NO:
ABSTAINED: Triplett
MOTION CARRIED
6. **Voluntary Annexation**
 - A. Sally Jensen parcel, 12737 NW Hugg Drive, comprising approximately 5.29 acres
 - B. MJR Developments, LLC parcel, located north and east of the Sally Jensen parcel, comprising approximately 59.41 acres

Gary Mahannah, City Administrator, reported that both properties have made applications for annexation into Polk City which is 100% voluntary annexation. Kathleen Connor, City Engineer Representative, added that the TCI Plat 6 lift station was implemented to serve Big Creek State Park and a service area north of Hugg Drive. Putting this lift station in place helped to prepare for this annexation and potential development in this area. Mahannah advised that following favorable recommendation by P&Z, Council will look at this at their August 22, 2016 meeting and set public hearings, which includes numerous notifications. Council will act on the applications at the September 12, 2016 Council meeting following the public hearing. This area was considered in the future land use section of the Polk City Comprehensive Plan as a residential growth area.

Commission Comments

- Diets asked about the small strips of land owned by Childs and Tri J Properties respectively. Mahannah advised it is our attorney's opinion that they don't need to be as part of the annexation. However, letters went out to both property owners last Thursday asking to have a conversation and talk about adding them into or do a subsequent annexation.

MOTION: A motion was made by Hankins and seconded by Vogel on the recommendation to Council to approve the voluntary annexation of the Jensen MJR annexation for the land located north of Hugg Drive and east of Big Creek State Park commonly known as the Jensen farm subject to Engineer comments dated August 9, 2016.

MOTION CARRIED UNANIMOUSLY

7. **MJR Developments, LLC - Rezoning approximately 59.41 acres from A-1 to R-1**

Mahannah advised notices were mailed August 5, 2016 to property owners in the City within 250 feet of the property located north of Hugg Drive and east of Big Creek State Park. No written or oral comments were received for or against the rezoning. Connor advised the rezoning would be in conformance to the Comp Plan.

MOTION: A motion was made by Hankins and seconded by Bowersox on the recommendation to Council to approve rezoning approximately 59.41 acres from A-1 to R-1, which excludes the current farmstead, owned by MJR Development, LLC, when that land is brought into the City of Polk City subject to Council approval of voluntary annexation and Engineer's comments dated August 10, 2016.

MOTION CARRIED UNANIMOUSLY

8. **Council Liaison Report** | Ron Anderson reported that Council approved installation of a meandering mulch path in Lakeside Linear Park located along Parker Blvd between Washington and Phillips.

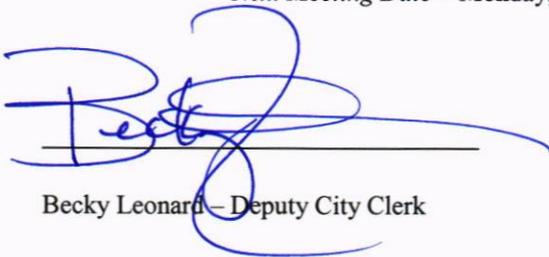
9. **Staff Report** | None

10. **Commission Report** | Hankins inquired as to the status of a trail connector being built to the Neal Smith trail from the east property line of the church property on W. Bridge Rd. Mahannah advised that there has been dialogue and discussions with the IDOT will continue following the completion of the Highway 415 reconstruction project.

11. **Adjournment**

MOTION: A unanimous motion was made to adjourn at 6:20 p.m.

Next Meeting Date – Monday, September 19, 2016



Becky Leonard – Deputy City Clerk

CLAIMS REPORT

The City of Polk City

For 8/22/2016

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
ALL DEPT	MIDAMERICAN ENERGY	ELECTRICAL SUPPLIES	\$11,172.46
BUILDING	SAFE BUILDING COMP. & TECH	BUILDING INSPECTIONS	\$30,766.49
CH	AUREON TECHNOLOGY	FORTICARE RENEWAL-CITY SERVER	\$21.45
CH	BOB MILLER	REIMBURSEMENT-IA ARTS COUNCIL	\$50.00
CH	CENTURY LINK	PHONE SERVICE	\$510.52
CH	CINTAS FIRST AID & SAFETY D89	FIRST AID SUPPLIES	\$383.90
CH	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$31.77
CH	CUSTOM AWARDS & EMBROIDERY INC	NAMEPLATES	\$48.75
CH	MIDLAND POWER CO-OP	STREET LIGHTING	\$178.49
CH	MIDWEST INDOOR AIR QUALITY	AIR QUALITY TESTING	\$495.00
CH	MMIT BUSINESS SOLUTIONS GROUP	COPIER RENTAL	\$82.33
CH	SUZANNE WILLE STUDIOS	ARTS FESTIVAL SUPPLIES	\$639.38
CH	TOTAL QUALITY INC.	LAWNCARE	\$110.00
CH	US BANK	BANK CHARGES	\$103.00
FD	CITY OF ANKENY AMBULANCE	PARAMEDIC TIER	\$200.00
FD	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$23.00
FD	FRASER TRANSPORTATION SERVICES	JULY BILLING	\$1,518.96
FD	LEGEND DATA SYSTEMS	PASSPORT TAGS	\$199.60
FD	NELSON AUTOMOTIVE	M2 REPAIR/OIL CHANGE	\$750.56
FD	PHYSIO-CONTROL	MEDICAL SUPPLY	\$111.31
FD	POLK CITY NURSING & REHAB	OVERPAYMENT	\$788.00
FD	RUSTY FRIEDRICKSON	REIMBURSEMENT-EMT BOOK	\$180.15
FD	WPS GOVERNMENT HEALTH ADM	MEDICARE RECOUP REQUEST	\$401.71
FD	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$1,111.58
LIB	AMAZON	LIBRARY BOOKS	\$1,367.36
LIB	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$52.54
LIB	CENTURY LINK	PHONE SERVICE	\$261.84
LIB	CINTAS FIRST AID & SAFETY D89	FIRST AID SUPPLIES	\$36.42
LIB	GALE/CENGAGE LEARNING	LIBRARY BOOKS	\$173.48
LIB	TOTAL QUALITY INC.	SPRINKLER	\$363.21
LIB	TOTAL QUALITY INC.	LAWNCARE	\$59.00
PARKS	CENTRAL PUMP & MOTOR	MARINA COVE PARK REPAIRS	\$316.88
PARKS	ELECTRICAL ENG & EQUIPMENT CO	ELECTRICAL SUPPLIES	\$285.38
PARKS	JIM'S JOHNS	PORTABLE TOILET RENTAL	\$240.00
PARKS	TOTAL QUALITY INC.	LAWNCARE	\$1,903.00
PD	911 CUSTOM	BALLISTIC VESTS	\$3,450.00
PD	CARPENTER UNIFORM CO.	ARMORSKIN SHIRTS-KENDIG	\$137.97
PD	CARPENTER UNIFORM CO.	DUTY HOLSTERS-SIDEARMS	\$689.95
PD	CENTURY LINK	PHONE SERVICE	\$50.96
PD	CRYSTAL CLEAR WATER CO	PURCHASED WATER	\$31.00
PD	DEWEY FORD	VEHICLE REPAIRS & MAINTENANCE	\$772.20
PD	HANIFEN CO. INC.	TOW PATROL CAR TO RACOM	\$75.00
PD	HANIFEN CO. INC.	VEHICLE IMPOUND	\$100.00
PD	MIDWEST OFFICE TECHNOLOGY	COPIER RENTAL	\$30.00
PD	MPH INDUSTRIES	IN-CAR RADAR UNIT	\$1,095.00
PD	NAFTO	FIELD TRAINING CERTIFICATION	\$450.00
PD	PCM/TIGER DIRECT	NETWORK AREA STORAGE COMPONENT	\$2,122.85
PD	QUALITY RESOURCE GROUP INC	SHIRTS/CAPS	\$425.71
PD	TRACE KENDIG	REIMBURSEMENT - CELL PHONE CHARGES	\$40.00
PD	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$955.25
PW	ADVENTURE LIGHTING	LED LIGHTS	\$465.92
PW	ADVENTURE LIGHTING	REPLACE ENTRANCE SIGN LIGHTS	\$750.00
PW	CAPITAL CITY EQUIPMENT CO.	BOLT FOR BOBCAT	\$3.60
PW	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	\$133.10

CLAIMS REPORT

The City of Polk City

For

8/22/2016

DEPARTMENT	VENDOR	EXPENSE TYPE	AMOUNT
PW	CENTRAL IOWA TELEVISIONING	CAMERA - TWELVE OAKS DR	\$1,800.00
PW	CENTRAL SALT, LLC	ROAD SALT	\$1,650.95
PW	CENTURY LINK	PHONE SERVICE	\$384.98
PW	CIRDWC	2016-2017 CIRDWC DUES REQUEST	\$117.00
PW	CITY OF DES MOINES	WRA	\$26,170.40
PW	CITY SUPPLY CORPORATION	FLANGE CLAMPS	\$751.03
PW	CTIREADY MIX LLC	M4 - WATER PLANT	\$484.38
PW	FERGUSON WATERWORKS	METERS	\$7,107.83
PW	G & L CLOTHING	WORK CLOTHING	\$136.00
PW	GURNSEY ELECTRIC CO	FESTIVAL LOCATES/REPAIRS	\$604.79
PW	GURNSEY ELECTRIC CO	WELL #4 REPAIRS	\$183.23
PW	H.D. WATERWORKS SUPPLY	FIRE HYDRANT/VALVE REPLACEMENT	\$9,599.41
PW	HAWKINS INC	CHEMICALS-WATER PLANT	\$406.60
PW	HYDRO-KLEAN INC.	CLEAN FLOW PIPE	\$634.00
PW	HYDRO-KLEAN INC.	SANITARY SEWER DEBRIS	\$986.20
PW	IOWA DEPT OF TRANSPORTATION	SIGN TUBING	\$1,746.70
PW	IOWA ONE CALL	UNDERGROUND LOCATIONS	\$101.70
PW	KECK ENERGY	#2 DIESEL	\$758.61
PW	KEYSTONE LABORATORIES INC.	WATER TESTING	\$531.00
PW	LAWSON PRODUCTS	PARTS, HARDWARE & SUPPLIES	\$249.91
PW	MATHESON	TANK RENTAL	\$13.80
PW	MIDLAND POWER CO-OP	STREET LIGHTING	\$135.39
PW	MIDWEST OFFICE TECHNOLOGY	COPIER RENTAL	\$40.00
PW	POLK COUNTY HEATING & COOLING	REPLACE VALVES/INSTALL HYDRANT	\$3,600.00
PW	THERMA-STOR	DEHUMIDIFIER	\$3,532.25
PW	TITAN MACHINERY	REPLACE END LOADER SWITCH	\$338.18
PW	TOTAL QUALITY INC.	LAWNCARE	\$4,196.00
PW	TOTAL QUALITY INC.	FERTILIZER	\$1,511.00
PW	WRIGHT EXPRESS FLEET SERVICES	FUEL	\$962.49
SUMMER REC	CITY OF ANKENY	SUMMER REC - POOL ADMISSION	\$696.00
SUMMER REC	NEVADA PARKS & RECREATION	SUMMER REC - POOL ADMISSION	\$388.50
SUMMER REC	NORTH POLK COMMUNITY SCHOOLS	SUMMER REC-TRANSPORTATION	\$10,240.54
TOTAL			\$146,774.90
	ALL DEPT		\$11,172.46
	BUILDING		\$30,766.49
	CH		\$2,654.59
	FD		\$5,284.87
	LIB		\$2,313.85
	PARKS		\$2,745.26
	PD		\$10,425.89
	PW		\$70,086.45
	SUMMER REC		<u>\$11,325.04</u>
	TOTAL		<u>\$146,774.90</u>



POLK CITY - A City For All Seasons -

Monthly Finance Report

July 29, 2016

**City of Polk City
Cash Balances Report
July 29, 2016**

Bank Balances:

Luana Savings Bank M.M. Account- 1.00%	\$3,033,325.38
Grinnell State Bank Certificate of Deposit- 1.00%	\$1,006,030.03
Grinnell State Bank Business Money Market- 0.15%	\$435,193.84
Grinnell State Bank Business Checking- 0.05%	\$1,310,190.38
IPAIT Investment Account	\$4.00
Total Cash at Banks	<u><u>\$5,784,743.63</u></u>

**City of Polk City
Revenues Report
July 29, 2016**

Account Title	Total Budget	MTD Balance	YTD Balance	% of Year Used	Actual % Used Of Budget	Uncollected
General Total	4,595,151.00	329,146.55	329,146.55	8.33%	7.16%	4,266,004.45
Road Use Total	400,000.00	31,809.93	31,809.93	8.33%	7.95%	368,190.07
TIF Total	171,000.00	548.83	548.83	8.33%	0.32%	170,451.17
L.M.I Total	24,000.00	547.09	547.09	8.33%	2.28%	23,452.91
Debt Service Total	137,160.00	0.00	0.00	8.33%	0.00%	137,160.00
Capital Improvements Total	929,793.00	0.00	0.00	8.33%	0.00%	929,793.00
Water Total	661,250.00	88,348.39	88,348.39	8.33%	13.36%	572,901.61
Sewer Total	601,500.00	61,889.34	61,889.34	8.33%	10.29%	539,610.66
Total Of All Revenues	7,519,854.00	512,290.13	512,290.13	8.33%	6.81%	7,007,563.87

**City of Polk City
Expenditures Report
July 29, 2016**

Account Title	Total Budget	MTD Balance	YTD Balance	% of Year Used	Actual % Used Of Budget	Unexpended
Police Total	677,859.00	58,080.38	58,080.38	8.33%	8.57%	619,778.62
Civil Defense Total	1,200.00	277.06	277.06	8.33%	23.09%	922.94
Fire Total	457,441.00	44,721.28	44,721.28	8.33%	9.78%	412,719.72
Building/Housing Total	343,091.00	23,111.26	23,111.26	8.33%	6.74%	319,979.74
Dog Control Total	1,250.00	125.00	125.00	8.33%	10.00%	1,125.00
Road Use Total	133,013.00	6,548.48	6,548.48	8.33%	4.92%	126,464.52
Street Lighting Total	64,000.00	4,688.35	4,688.35	8.33%	7.33%	59,311.65
Other Public Works (Theft)	0.00	0.00	0.00	8.33%	0.00%	0.00
Env.Health Services Total	5,500.00	0.00	0.00	8.33%	0.00%	5,500.00
Library Total	271,251.00	23,457.35	23,457.35	8.33%	8.65%	247,793.65
Parks Total	255,312.00	37,756.88	37,756.88	8.33%	14.79%	217,555.12
Community Center Total	43,600.00	2,261.91	2,261.91	8.33%	5.19%	41,338.09
Economic Development Total	0.00	0.00	0.00	8.33%	0.00%	0.00
Mayor Council Total	201,886.00	14,203.04	14,203.04	8.33%	7.04%	187,682.96
Policy Administration	482,173.00	45,051.82	45,051.82	8.33%	9.34%	437,121.18
Elections	0.00	0.00	0.00	8.33%	0.00%	0.00
City Attorney Total	46,000.00	3,560.46	3,560.46	8.33%	7.74%	42,439.54
City Hall Total	117,350.00	18,464.86	18,464.86	8.33%	15.73%	98,885.14
Other City Government Total	67,500.00	4,239.62	4,239.62	8.33%	6.28%	63,260.38
Transfer Total	1,066,953.00	0.00	0.00	8.33%	0.00%	1,066,953.00
General Total	4,235,379.00	286,547.75	286,547.75	8.33%	6.77%	3,948,831.25
Road Use Total	389,000.00	18,482.01	18,482.01	8.33%	4.75%	370,517.99
TIF Total	171,000.00	0.00	0.00	8.33%	0.00%	171,000.00
L.M.I Total	36,000.00	0.00	0.00	8.33%	0.00%	36,000.00
Debt Service Total	137,160.00	0.00	0.00	8.33%	0.00%	137,160.00
Capital Improvements Total	929,793.00	63,254.31	63,254.31	8.33%	6.80%	866,538.69
Water Total	607,207.00	62,295.19	62,295.19	8.33%	10.26%	544,911.81
Sewer Total	590,256.00	44,376.50	44,376.50	8.33%	7.52%	545,879.50
Total Of All Expenses	7,095,795.00	474,955.76	474,955.76	8.33%	6.69%	6,620,839.24

**City of Polk City
Summary of Funds
July 29, 2016**

	Revenues	Expenses	Net Difference (R-E)	Note
General Total	\$329,146.55	\$286,547.75	\$42,598.80	
Road Use Total	\$31,809.93	\$18,482.01	\$13,327.92	
TIF Total	\$548.83	\$0.00	\$548.83	
L.M.I Total	\$547.09	\$0.00	\$547.09	
Debt Service Total	\$0.00	\$0.00	\$0.00	
Capital Improvements Total	\$0.00	\$63,254.31	(\$63,254.31)	Requires a transfer from General Fund
Water Total	\$88,348.39	\$62,295.19	\$26,053.20	
Sewer Total	\$61,889.34	\$44,376.50	\$17,512.84	
Total	<u>\$512,290.13</u>	<u>\$474,955.76</u>	<u>\$37,334.37</u>	

Archived: Wednesday, August 17, 2016 2:41:07 PM

From: [Madden](#)

Sent: Friday, August 05, 2016 9:30:30 AM

To: [Jenny Gibbons](#)

Subject: Farmers Market

Importance: Normal

Jenny,

Some of the current and long time vendors at Farmers Market would like to extend the 2016 season to September 15. I had applied to Parks Board for the Season to end September 1. Would you please make this extension request to the board on our behalf.

Thank you very much for your consideration on this.

Mary Kaye Madden

Farmers Mkt Manager

Sent from [Mail](#) for Windows 10



SEE INSTRUCTIONS ON THE REVERSE SIDE

For period (MM/DD/YYYY) 07/01/16 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: Tournament Club of Iowa LLC
Physical Location Address: 1000 Tradition Dr. City: Polk City ZIP: 50226
Mailing Address: Same City: _____ State: _____ ZIP: _____
Business Phone Number: (515) 984-9440

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP: Tournament Club of Iowa LLC
Mailing Address: Same City: _____ State: _____ ZIP: _____
Phone Number: (____) _____ Fax Number: (515) 984-9440 Email: gatcheson@tax.iowa.gov

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 golf course

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): _____ Name (please print): Tony Hayes
Signature: _____ Signature: [Signature]
Date: _____ Date: 8-17-16

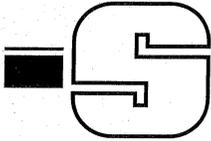
Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

- Fill in the amount paid for the permit: 75
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 2016-5
- Fill in the name of the city or county issuing the permit: Polk

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
- Fax: 515-281-7375



Date August 15, 2016

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

INVOICE SUMMARY - JULY SERVICES

Services from July 1, 2016 through July 31, 2016

GENERAL ENGINEERING

<u>2016 General Engineering</u>	116.0001	\$ 2,924.00
<u>Building and Development issues:</u>	116.0001	\$ 5,368.00
<i>Coordination with developers, engineers, building inspector, and staff regarding various potential and ongoing projects including Urban Renewal Areas, pre-application concepts and review, and project feasibility.</i>		
<u>Miscellaneous Projects:</u>	116.0001	\$ 4,157.00
<i>Hugg Drive water and sanitary sewer; water supply concepts and costs; Pine Ridge island alternatives and cost for reconstruction.</i>		
<u>Zoning & Subdivision Ordinances:</u>	116.0001	\$ -
SUBTOTAL		\$ 12,449.00

CAPITAL IMPROVEMENT PROJECTS

2016 Street Repair Project	116.0636	\$ 3,170.00
SUBTOTAL		\$ 3,170.00

REIMBURSABLE DEVELOPMENT REVIEW PROJECTS

302 W. Broadway Rezoning at old Broken Arrow	116.0659	\$ 430.00
Deer Haven TIF Project	115.0778	\$ 688.00
Lake Ridge Heights Plat in 2-mile area	116.0453	\$ 350.00
Lost Lakes Estates Plat 3: SWMP review	116.0555	\$ 560.00
Lost Lakes Estates Plat 4: Construction Drawings and SWMP	116.0649	\$ 4,098.00
Twelve Oaks Plat 4 - construction observation and management	115.0623	\$ 592.75
SUBTOTAL		\$ 6,718.75

TOTAL

\$ 22,337.75

RESOLUTION 2016-78

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

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

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

General Engineering Fees:	\$12,449.00
Capital Improvement Projects:	\$3,170.00
Reimbursable Development Review Projects:	\$6,718.75

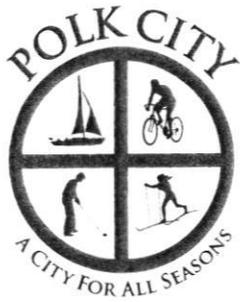
NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Snyder & Associates invoice for July 2016, in the amount of \$22,337.75

PASSED AND APPROVED the 25th day of August, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk



CITY OF POLK CITY

112 Third Street, P.O. Box 426

Polk City, Iowa 50226

515-984-6233

polkcity.org

August 13, 2008

Mark Bockenstedt, Manager
RDM Investments, L.C.
P.O. Box 1733
Des Moines, IA 50306

Dear Mark;

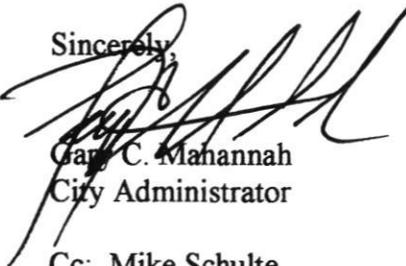
By agreement entered into with Polk City on the 26th day of January, 1998, the above did enter into a Perpetual Maintenance Agreement for RDM to maintain the monument sign and landscaping located in the right-of-way of Iowa State Highway No. 415 and Pine Ridge in Polk City. Polk City has received complaints from residents concerning this area. Polk City staff has reviewed the complaints. As set forth in paragraph 4 of the agreement Polk City is advising RDM that the following areas need attention:

- 1) The monument area is overgrown and in need of attention. This area needs to have the dead growth removed and trees, brush and grass trimmed.
- 2) Trees, including evergreens and bushes need to be trimmed to allow access to the fire hydrant. These trees/bushes are encroaching in a manner that does not allow for maintenance of or operation at time of emergency of this fire hydrant.
- 3) Trees need to be trimmed to provide a clear vision onto and from Highway 415 at the intersection of Pine Ridge and Highway 415.

According to paragraph 4 of the sited agreement you are hereby given the 7 days to perform the maintenance problems herein identified. It is asked that these issues be completed within the referenced time frame.

Should you have any questions please feel free to contact me.

Sincerely,



Gary C. Mahannah
City Administrator

Cc: Mike Schulte
Mark Bockenstedt
800 E. Southside Dr
Polk City, IA 50226

Record and return to:
City of Polk City
P.O. Box 426
Polk City, IA. 50226

INST # 060535
RECORDING FEE 26.00
AUDITOR FEE _____

FILED FOR RECORD
POLK COUNTY, IOWA
98 FEB 12 A 7:14.6
TIMOTHY J. BRIEN
RECORDER

Prepared by: G. Mark Rice, Esq., Adams & Rice, P.L.C., 317 Sixth Ave., Ste. 620, Des Moines, IA 50309-4115 (515) 266-9800

#26-
#1317
RS

PERPETUAL MAINTENANCE EASEMENT

This Agreement is made this 26th day of January, 1998 by and between RDM Investments, L.C. ("RDM") and the City of Polk City, (City), Iowa.

RECITALS

A. On March 24, 1997 the City approved the Final Plat of Pine Ridge Estates known as:

Lots 1 through 30 and Outlot A, Pine Ridge Estates, now included in and forming a part Of Polk City, Polk County, Iowa

B. On March 19, 1997 RDM conveyed to the City by Warranty Deed, Lots A and B, Pine Ridge Estates. This Deed was subsequently recorded on April 24, 1997 in Book 7618 page 512 in the records of the Polk County Recorder.

C. The City subsequently dedicated Lot A as Pine Ridge Drive.

D. Thereafter, at the intersection of Iowa State Highway No. 415 and Pine Ridge Drive in Polk City, Iowa, RDM erected and landscaped in the right-of-way of Pine Ridge Drive a monument sign signifying the beginning of the Pine Ridge Estates development.

E. The City desires that RDM maintain the monument sign and landscaping located in the right-of-way of Pine Ridge Drive and RDM accepts full responsibility to maintain such monument sign.

Now Therefore, the Parties Agree as Follows:

AGREEMENT

1. The City hereby grants to RDM a maintenance easement, (Easement) over the Right of way of Pine Ridge Drive where the Pine Ridge Estate monument sign is currently located for the

maintenance of such monument sign.

2. In consideration of the grant of the Easement, RDM agrees to the following restrictions:

2.1 RDM is granted access during weekdays from 7:30 a.m. to 5:30 p.m. to maintain the existing monument sign and landscaping in its present location.

2.2 RDM shall maintain the monument sign and landscape in its present condition and maintain the entire Easement area by mowing the grass, trimming the shrubbery, raking the leaves, maintaining the condition of the monument sign and doing all things necessary to maintain the Easement area in a presentable and attractive condition.

2.3 RDM, or successors and assigns, shall not otherwise modify the existing monument sign or landscaping and shall not make any further additions or improvements to the Easement without the prior written consent of the City.

2.4 This Easement granted to RDM is perpetual and shall be a covenant running with the land and shall be binding upon the undersigned and their heirs, successors, assigns and transferees. The parties acknowledge and agree that RDM may assign its obligation under this Agreement, upon providing proof of adequate assurances, subject to the City's approval, that such maintenance shall be continued by such Assignee.

2.5 In the event RDM is dissolved or is no longer able to carry out its duties under this Easement, RDM shall notify the City and designate a successor, who will be subject to the City's approval, to assume RDM's duties under this Easement.

3. RDM, its successors and assigns shall defend, indemnify and hold the City harmless from, against and in respect of any and all liabilities and obligations for the erecting and landscaping of the monument sign, including, but not limited to any claims arising out of the placement or

Record and return to:
City of Polk City
P.O. Box 426
Polk City, IA. 50226

maintenance of the monument sign, improvements and landscaping.

4. In the event the City, at any time, determines RDM, its heirs, successors, assigns or transferees, is not maintaining the Easement in accordance with this Agreement, it will give that party written notice and seven (7) days to cure the problem. If the problem is not cured within that time, the City has the ability to revoke the Easement and do whatever it wants with the monument and sign, including, but not limited to, removal.

5. This Agreement shall be construed under the laws of the State of Iowa.

6. Each party has had an opportunity to fully negotiate and modify the terms of this Agreement. Therefore, the terms of this Agreement shall be construed and interpreted without any presumption, inference or rule or required construction or interpretation of any provision of this Agreement against the interest of the party causing this Agreement, or any portion of it, to be drafted. The parties enter into this Agreement freely and voluntarily without any duress, economic or otherwise.

7. This Agreement contains the following agreement of the parties, integrates all the terms and conditions mentioned in or incidental to this Agreement, and supersedes all prior negotiations and writings with respect to this Agreement. No modification or waiver of any provision of this Agreement shall be valid unless in writing and signed by all of the parties.



ATTEST

Deanna Deason
City Clerk

CITY OF POLK CITY, IOWA

By: M. L. Burt
Mayor

Record and return to:
City of Polk City
P.O. Box 426
Polk City, IA. 50226

RESOLUTION 98-06

*Original
in Resolution
Book*

**A RESOLUTION APPROVING A PERPETUAL
MAINTENANCE EASEMENT WITH RDM INVESTMENTS,
L.C., FOR THE MONUMENT SIGN TO PINERIDGE
ESTATES.**

WHEREAS, RDM Investments, L.C., has erected a monument sign at the entrance of Pineridge Estates in the right-of-way deeded to the City of Polk City, Iowa; and

WHEREAS, as a condition of accepting said right-of-way, the City is requiring an agreement with RDM Investments, L.C., wherein RDM agrees to maintain the monument sign; and

WHEREAS, the City of Polk City, Iowa, and RDM Investments, L.C., have negotiated a Perpetual Maintenance Easement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa, that the Perpetual Maintenance Easement, attached hereto as Exhibit "A", be approved.

BE IT FURTHER RESOLVED that the Mayor is authorized to execute the Perpetual Maintenance Easement.

PASSED AND APPROVED this 26th day of January, 1998.



M. E. BURTON, Mayor

ATTEST:



DEANNA DEASON
City Clerk

WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, IA 50266

Preparer Information: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, IA 50266 (515) 274-1450

PINE RIDGE SIGN EASEMENT

This Pine Ridge Sign Easement is granted this ____ day of _____ 2016 by the City of Polk City (the "Grantor") in favor of the Owners of Lots ____, ____, and ____ in Pine Ridge Estates Plat, an official plat in the City of Polk City, Polk County, Iowa (the "Grantee").

NOW, THEREFORE, in consideration of the premises and for other valuable consideration the receipt of which is hereby acknowledged, the Grantor declares as follows:

1. Sign Easement. Grantor does hereby establish, give, grant and convey to the Grantee a perpetual and exclusive easement upon and across the Easement Area, described on Exhibit "A" attached hereto, for the purpose of constructing, maintaining, repairing and replacing a sign and for the purpose of planting and maintaining and replacing landscaping within the Easement Area. The sign erected by the Grantee shall be in compliance with all ordinances, rules and regulations then and thereafter in effect issued by the City of Polk City or any other government entity with jurisdiction over the construction and operation of signs.
2. Term. The term of this Easement shall be ten (10) years from the date of this agreement. Thereafter, the term may be extended by the mutual agreement of the Grantor and the Grantee for additional ten (10) year periods. At the end of the Easement term, or extension if any, Grantee agrees to remove the sign and the City of Polk City shall restore the Easement Area to a condition similar to the roadway in each side of the Easement Area.
3. Maintenance of Easement Area. Grantee shall bear all costs and expense for the construction, maintenance, repair and replacement of the sign and landscaping within the Easement Area. Provided, however that if the Grantee fails to make or undertake any reasonable and necessary maintenance or repairs or replacement of any portion of the sign or landscaping on the Easement Area within ten days after receipt from the Grantor of a written notice requesting that such reasonable and necessary maintenance, repair or replacement be made, the Grantor may enter upon the Easement Area for the purpose of making such reasonable and necessary maintenance, repair and replacement, and shall be entitled to demand and receive reimbursement from the Grantee for the costs of making such reasonable and necessary maintenance, repair and replacement. Otherwise, the Grantor or Grantee may not make any alterations to the grade, elevation, landscaping or sign improvements made in

the Easement Area by the Grantee without the consent of both parties. If a party should seek such consent, each party shall be reasonable in working to facilitate the requested alterations.

4. Grantee's responsibilities. The Grantee agrees to construct, maintain, repair and replace the sign and plant, maintain and replace landscaping within the Easement Area. The Grantor has the right to review all plantings proposed by the Grantee before installation.
5. Enforcement. The easements and restrictions declared upon in this Easement shall be enforceable by the Grantee and by the Grantor and their successors or assigns by injunctive action or by any other remedy available at law or in equity, with the prevailing party to be entitled to receive the costs of such action, including reasonable attorney's fees, from the party violating the terms of this Easement.
6. Indemnification. The Grantee shall indemnify, defend, and hold harmless the Grantor and its successors or assigns from all claims, demands, causes of action, losses, damages, liabilities and expenses, including, without limitation reasonable attorney's fees and court costs, arising from any personal injury or property damage occurring on the Easement Area as a result of either the exercise by the Grantee of its rights under this Easement or failure to carry out its obligations under this Easement with regard to the construction, maintenance, repair and replacement of the sign and landscaping within the Easement Area, unless such claims, demands, causes of action, losses, damages, liabilities and expenses arise from the actions of the Grantor.
7. Binding Agreement. The easements and obligations provided for herein shall inure to the benefit of and be binding upon the parties hereto and their successors and assigns and shall be deemed to be covenants running with the land. By its acceptance of this Easement, Grantee agrees to be bound by its provisions and to perform its obligations as set forth herein.

IN WITNESS WHEREOF, this Pine Ridge Sign Easement is executed by the Grantor and the Grantee as of the date and year first above written.

STATE OF IOWA)
) ss:
 COUNTY OF POLK)

On this ____ day of _____ 2016, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____, to me known to be the person named in and who executed the foregoing instrument; and acknowledged that he executed the instrument as his voluntary act and deed.

Notary Public in and for the State of Iowa

City of Polk City, Iowa

By: _____
Jason Morse, Mayor

Attest:

STATE OF IOWA)
) ss:
COUNTY OF STORY)

On this ____ day of _____ 2016, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Jason Morse, to me known to be the person named in and who executed the foregoing instrument; and acknowledged that he executed the instrument as his voluntary act and deed.

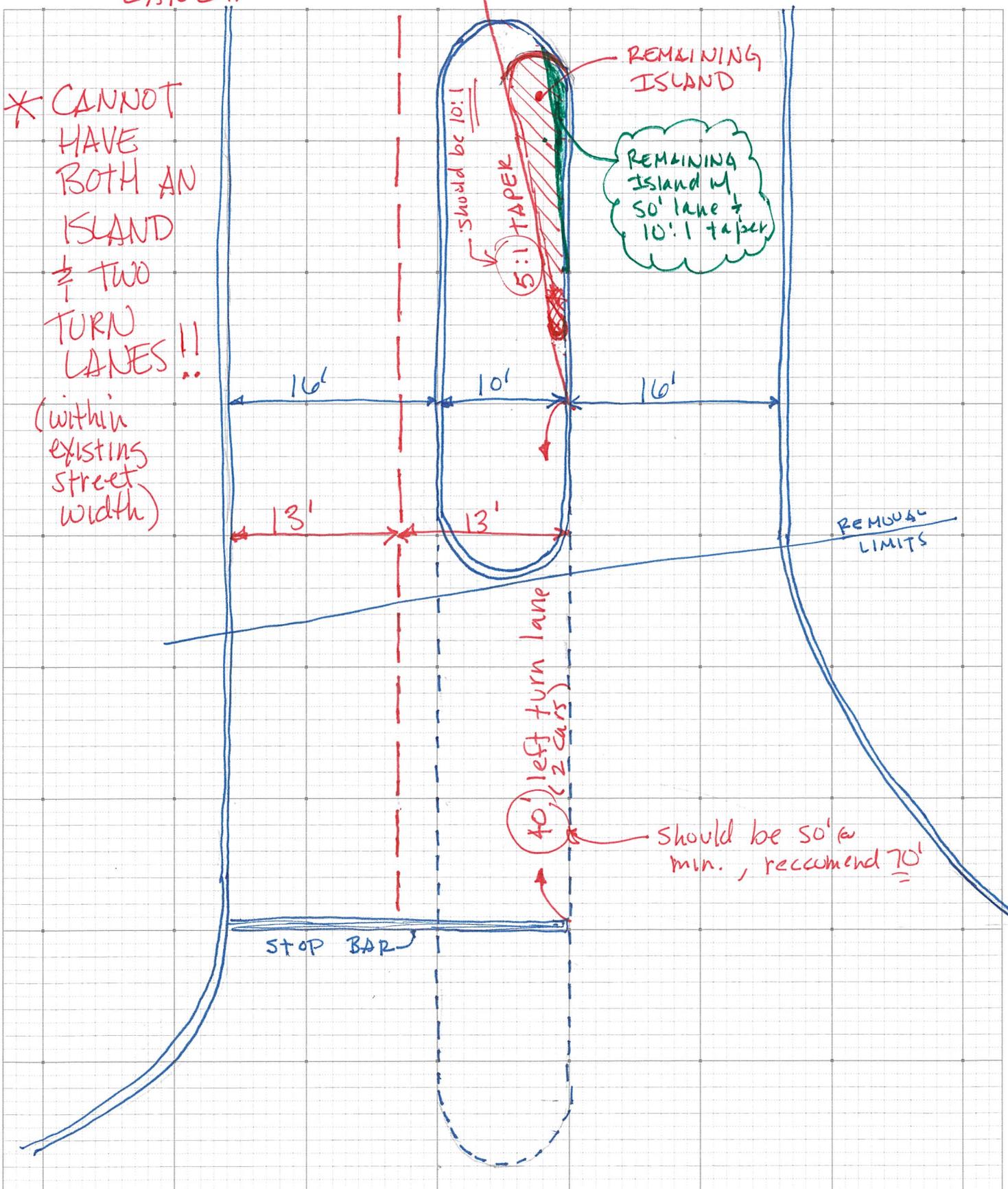
Notary Public in and for the State of Iowa

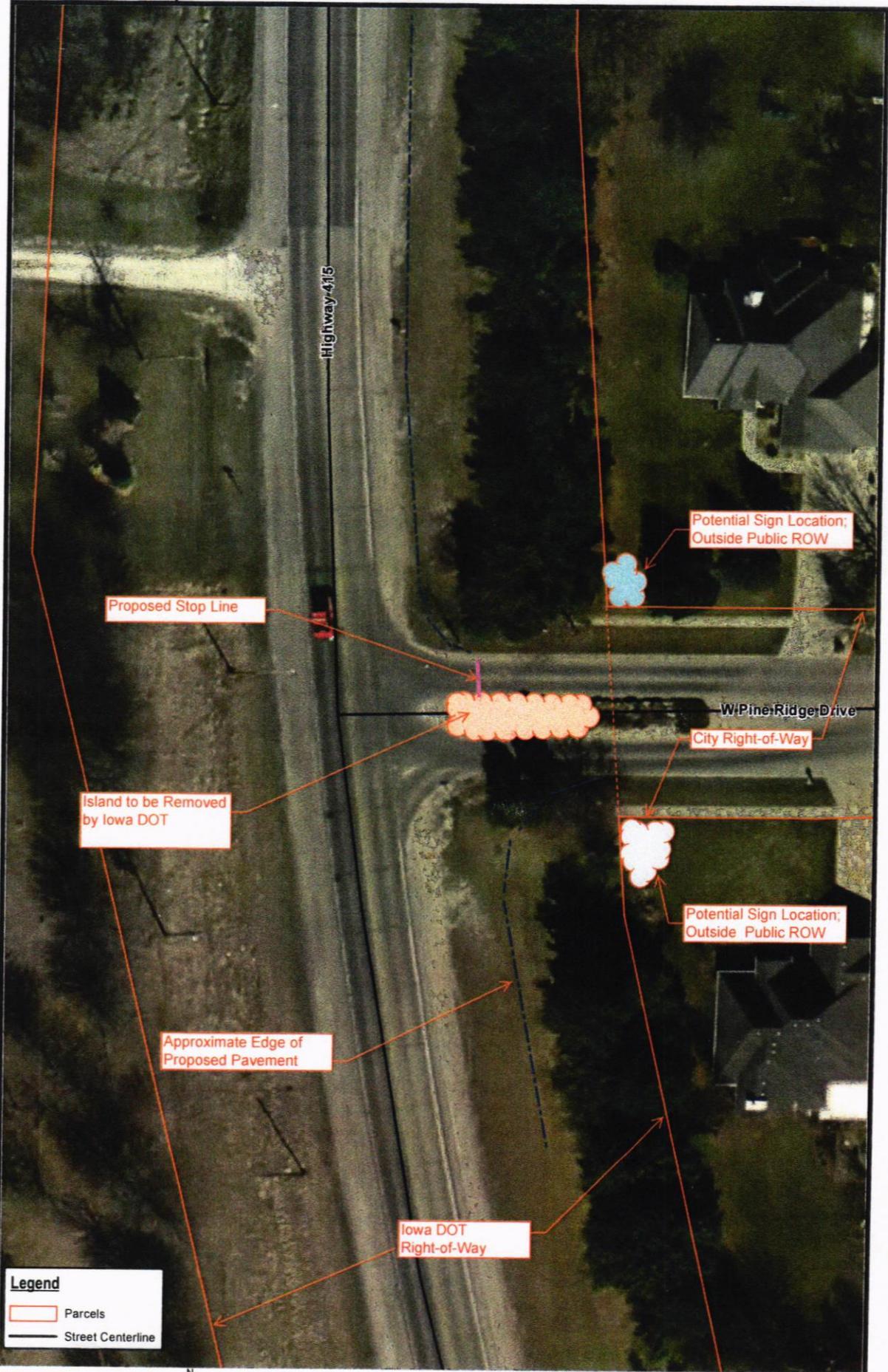
PROJECT: PINE RIDGE ISLAND NO: _____



SUBJECT: How much island could remain w/ MINIMAL LEFT TURN LANE? DATE: 8-9-16
BY: _____ CK: _____
PAGE: _____ OF: _____

SNYDER & ASSOCIATES
Engineers and Planners





Proposed Stop Line

Potential Sign Location, Outside Public ROW

Island to be Removed by Iowa DOT

W. Pine Ridge Drive

City Right-of-Way

Potential Sign Location, Outside Public ROW

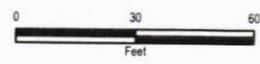
Approximate Edge of Proposed Pavement

Iowa DOT Right-of-Way

Legend
Parcels
Street Centerline



Highway 415 & W. Pine Ridge Drive Intersection
POLK CITY, IOWA



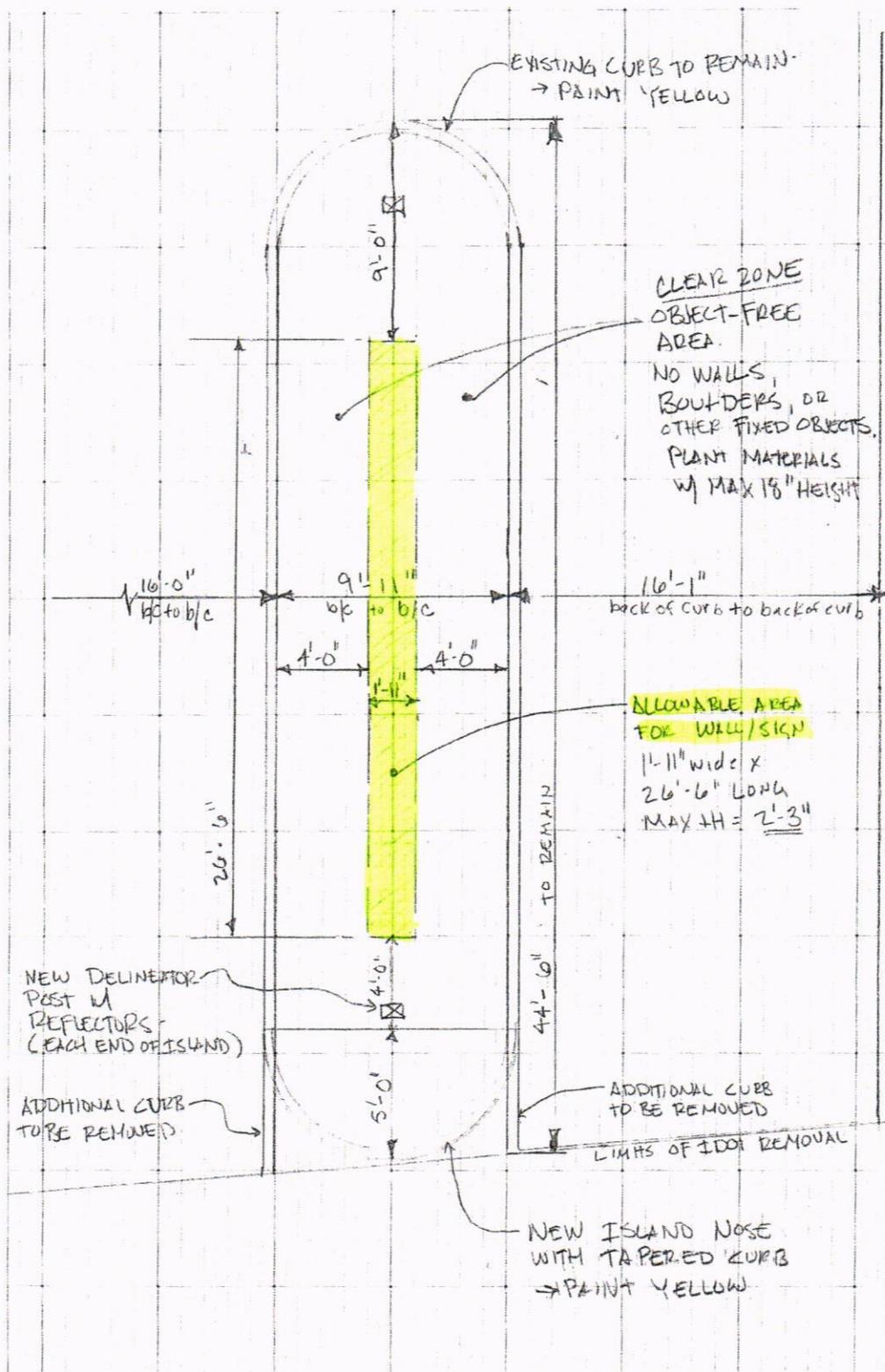
Pine Ridge Island Modifications

Conceptual Cost Opinion

	Unit	Quan	Unit Price	Total
Mobilization	Ea	1	\$ 1,000.00	\$ 1,000
Delineator Post/Sign	Ea	2	\$ 125.00	\$ 250
Curb Painting (reflective)	LF	35	\$ 4.00	\$ 140
Remove island (partial)	LS	1	\$ 500.00	\$ 500
6" Reinf Pavement/Curb	SY	8	\$ 125.00	\$ 1,000
Topsoil Backfill	CY	10	\$ 12.00	\$ 120
				\$ 3,010
Plan Preparation	HR	6	\$ 115.00	\$ 690
Contract Admin/Observation	HR	4	\$172.00	\$ 688
Obtain Contractor Quotes	HR	4	\$172.00	\$ 688
Construction Contingency	%	25%	\$ 3,010	\$ 753
Total Cost				\$ 5,829

Includes trimming island to even removal limits from DOT removal;
pavement replacement, rounded nose with no taper; and curb replacement.

Excludes Landscaping or installation of a wall/sign.



NOTES

- ① EXISTING SIGN WILL LIKELY NOT FIT WITHIN ALLOWABLE AREA.
- ② IF ISLAND IS REMOVED, TWO OUTBOUND LANES WOULD BE DEVELOPED, ONE FOR RIGHT-TURNS, OTHER FOR LEFT-TURN.
- ③ PLANT MATERIALS IN CLEAR ZONE MUST BE NO TALLER THAN 18" AT MATURITY.
- ④ DUE TO EXISTING TREES & VEGETATION LOCATED JUST OUTSIDE STREET, A LONGITUDINAL SIGN WOULD BE ONLY MINIMALLY VISIBLE.



13' Lane
13' Lane
16' Lane

**Alternative to Island
at Pine Ridge Drive**



POLK CITY PROPOSAL - BPC

PREPARED FOR THE
CITY, CHAMBER AND PCDC
13 JUNE 2016



POLK CITY **ECONOMIC DEVELOPMENT**

Custom Publication

FALL 2016

The Need to Promote:

Partner on the goal for Polk City to produce a custom digital and print publication **to drive development** and **educate and inform** two critical tiers: 1. Local business influentials and 2. Site selectors and business developers outside the market. **Serve as a pride piece** for Polk City residents and business leaders.

The Content and Timeline:

32-36 page publication of custom-written content and photography, to be published by December 1, 2016.

- Cover Design
- Development projects
- Development opportunities
- Business leader profiles
- City, Chamber support
- Quality of Life
- Map

Key Dates:

Commitment date: September 1, 2016

Space/Editorial & Content: October 15, 2016

Client Proofing: October 28-31

Delivery dates: November 22 to City, November 25 to Business Record audience

The Distribution:

Business Publications will publish **10,000** pieces.

- 7,000 copies to be direct mailed with the **Business Record PLUS GDMP affiliates**
- 3,000 copies for Polk City, Chamber and PCEDC sales use
- **Electronic:** Page-Turn version for your website and electronic marketing with live links to all URLs within the publication. A welcome video can be shot and used as an introduction to the piece.

The Benefits:

We are tailored to provide you with a **turn-key operation** including professional and credible writing, photography, design, **laser-focused distribution** and digital components, including **video**. We also bring the focus of our **seasoned sales team** that drives the financial support of the product, increases community support and engagement, and can be counted upon to provide marketing expertise as extensions of your own staff.

The Marketing Package:

- Custom 32 - 36 Page Magazine (*\$25,000 value*)
- Custom Content and Photography files (*\$6,000*)
- Distribution in the Business Record (*\$2,020*)
- Electronic version of publication up online for 1 year (*\$2,300*)
- 30 second video introduction to electronic component (*\$1,600*)
- 1, 1/2 page 4C ad in the Business Record promoting your publication (*\$2,265*)

The Value: **\$39,185**

The Investment:

\$19,800 – Matte or Glossy style, heavier cover, perfect bound, ads sold by BPC



Note Our Distribution Strategy

Business Publications Corporation is the only local publisher that can give Polk City direct access to the metro area's top "movers and shakers" — that vital demographic profile group that makes development happen.

According to the Greater Des Moines Partnership, it continues to hold true that 70 percent of new development is driven by local business while 30 comes from outside the market. The beauty of BPC is, we have the power to penetrate the local market of economic Influentials with our custom list and respected content, while you have the power and connections working opportunities outside the market. The high-quality custom pub and its digital version can reach those prospects, as well.

This laser-targeted circulation through the Business Record would be directed to your best prospects and provides the most cost-efficient way to effectively tell the story of Polk City businesses and why it's the right place for economic development.

Your city matters.

The choice you make in a top-quality community marketing tool like this directory represents a tremendous value of publishing experience. By investing in the project with the right publishing partner, you avoid taking the risk that the final product reflects poorly on the way your community is portrayed; i.e. a smaller, lighter, poorly-produced publication gives the appearance or “feel” that there is not as much happening in Waukee comparative to other metro cities. In addition, you secure a full team of experienced professionals to create your custom publication...one like no other.

BPC Qualifications

Our track record of highly-successful publications spans 30+ years. BPC continues to be chosen by cities such as Clive, the City of Des Moines and the City of West Des Moines, to publish their custom economic development publications. BPC has a strong partnership with the Downtown Community Alliance, sharing consumer news of the downtown lifestyle through the *Insiders Guide to Downtown* and B-B news with CEOs within *EcoCore* and *Operation Downtown*. We have a longstanding partnership with the Greater Des Moines Convention and Visitors Bureau in educating visitors and driving that economic engine. BPC has also regularly been the choice of smaller, progressive communities like Ankeny, Norwalk, the East Polk Region, Waukee and Grimes.

The BPC editorial staff have the established contacts within the central Iowa region to find the stories, understand what's important and make the publications compelling.

Our award-winning Graphic Design Department creates a stunning product that stands out clearly as a professionally-produced guide. One in which you can be proud. Your focus is our focus, and the design, look and feel of your custom piece will reflect the unique qualities of the Polk City community.

The BPC publisher and top-level management team have experience as leaders on numerous boards and Chambers of Commerce and economic development boards. They understand your goals and what this custom publication needs to accomplish for you.

We appreciate your consideration.



What our publishing partners say...

"We have not had a better print partner in the 15+ years I've been associated with our organization, and our show programs have never looked so good. The stories and the photos are done so well that we reuse them throughout the remainder of the year in all of our print and digital platforms. Business Publications' targeted distribution is invaluable to us, hitting exactly the households we need to be in. Kris and her team are top-notch professionals, and we refer our members to them for all of their own publication needs."

Dan Knoup, Executive Officer, Home Builders Association of Greater Des Moines

6751 Corporate Drive, Johnston, IA 50131
515-270-8500

"We used Business Publications to produce our 2015 Economic Development Guide. Every step of the way, they were creative, on time and within budget. We would highly recommend them."

Emily Price, Communications Director, City of Johnston

PO Box 410-6221 Merle Hay Road, Johnston, IA 50131-0410
515-278-2344

“Business Publications produces three custom publications for us annually. Working with their team is always a seamless process that produces high quality content and photography. Their professionalism, final products and commitment to the Greater Des Moines community is why we’ve partnered with them for more than two decades.”

Greg Edwards, President and CEO, Greater Des Moines Convention and Visitors Bureau

400 Locust St. Ste 265, Des Moines, IA 50309

“We so enjoyed our partnership with you this past year. I have had countless compliments on the quality of the 125th Anniversary piece!”

John K. Sorenson, President and CEO, Iowa Bankers Association

8800 NW 62nd Avenue, PO Box 6200, Johnston, IA 50131-6200

(515) 286-4316

(Email string forwarded following Clive’s Development Guide unveiling)

Bob,

Thanks very much. I am equally impressed and we can thank our friends at the Clive Chamber and Business Publications for the outstanding work. Thanks again!!

Best,

Scott [Cirksena]

From: Robert Brownell [<mailto:Robert.Brownell@polkcountyiowa.gov>]

To: Scott Cirksena; 'Dennis Henderson'

Subject: Clive magazine

Hi guys,

I feel I need to comment on the new Clive Magazine. I just got my copy of “Clive” at the county today and, wow, is it terrific! Congratulations!

That particular initial issue is a very nice piece of work, and whoever worked it up deserves every cent you paid them. I think it is, by far, the best Clive oriented publication ever put on paper. The feature stories on recognizable Clive businesses was a stroke of genius.

Keep up the good work. I loved it!!

Bob [Brownell]

Contact is Matt McQuillen, Assistant City Manager, City of Clive

1900 NW 114th St., Clive, IA 50325

(515) 223-6220



Business Publications is a highly respected publishing company that strives to support and enrich the Central Iowa business and cultural communities by providing essential knowledge, connections and inspiration through innovative products, compelling editorial, stunning visuals and enduring relationships.

**Kris Maggard, Manager of Magazines
and Custom Publishing
krismaggard@bpcdm.com
515-288-0909 direct**

The Depot - 100 4th Street
Des Moines, IA 50309
515-288-3336
dsmMagazine.com
businessrecord.com

RESOLUTION 2016-73

**A RESOLUTION APPROVING THE EXPENDITURE FOR AN
ECONOMIC DEVELOPMENT BROCHURE PUBLICATION**

WHEREAS, Polk City Development Corporation (PCDC), The City of Polk City and the Polk City Chamber have partnered to publish an Economic Development Publication that encourages business development in Polk City; and

WHEREAS, most communities update their Business Development Projects every three (3) years and Polk City's last published promotional booklet is five (5) years old and outdated; and

WHEREAS, the publication will be distributed to over 7,000 businesses in the Metro Area.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves an expenditure in the amount, not to exceed, \$15,000 for 10,000 publications of an Economic Development Brochure with 7,000 copies to be distributed to business in the Metro area by the Des Moines Business Record, and 3,000 to be used as City promotional materials.

PASSED AND APPROVED the 25th day of August, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

RESOLUTION NO. 2016-74

RESOLUTION PROVIDING FOR THE GIVING OF NOTICE AND HEARING OF THE CITY COUNCIL REGARDING THE REQUESTED ANNEXATION OF PROPERTY OWNED BY MJR DEVELOPMENTS LLC AND SALLY JENSEN INTO THE CITY OF POLK CITY, IOWA

WHEREAS, the MJR Developments LLC has requested annexation of certain real estate to the City of Polk City, Iowa:

LEGAL DESCRIPTION:

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802;

And Sally Jensen has requested annexation of certain real estate to the City of Polk City, Iowa:

LEGAL DESCRIPTION:

Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802;

LAYMAN'S DESCRIPTION:

Property in Polk County, Iowa lying North of Hugg Drive

WHEREAS, Iowa Code Section 368.7 provides that notice of the Annexation shall be published in an official county newspaper at least fourteen days prior to the action by the City Council; and

WHEREAS, said Section provides that a copy of requested Annexation shall be mailed by certified mail to the County Board of Supervisors at least fourteen business days, and the City is also mailing by regular mail to the Chairperson of the Board of Supervisors, to all Public Utilities serving the area, and to all non-consenting owners of property to be annexed and each owner of property which adjoins the territory at least fourteen days, prior to the action of the City Council.

WHEREAS, the City Council of the City of Polk City, Iowa deems it appropriate that a public hearing be held on such proposed annexation.

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

1. A public hearing before this Council on the annexation described in the preamble to this resolution is hereby set for 6:30 P.M. on the 12th day of September 2016.
2. The City Clerk is authorized and directed to publish notice of such hearing at the time and manner required by law.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

Published in the Des Moines Register on _____, 2016.



VOLUNTARY ANNEXATION

Date: August 16, 2016
Project: Jensen-MJR Annexation

Prepared by: Kathleen Connor
Project No.: 116.0001.01

GENERAL INFORMATION:

Property Owners: (1) Sally Jensen; and
(2) MJR Developments LLC

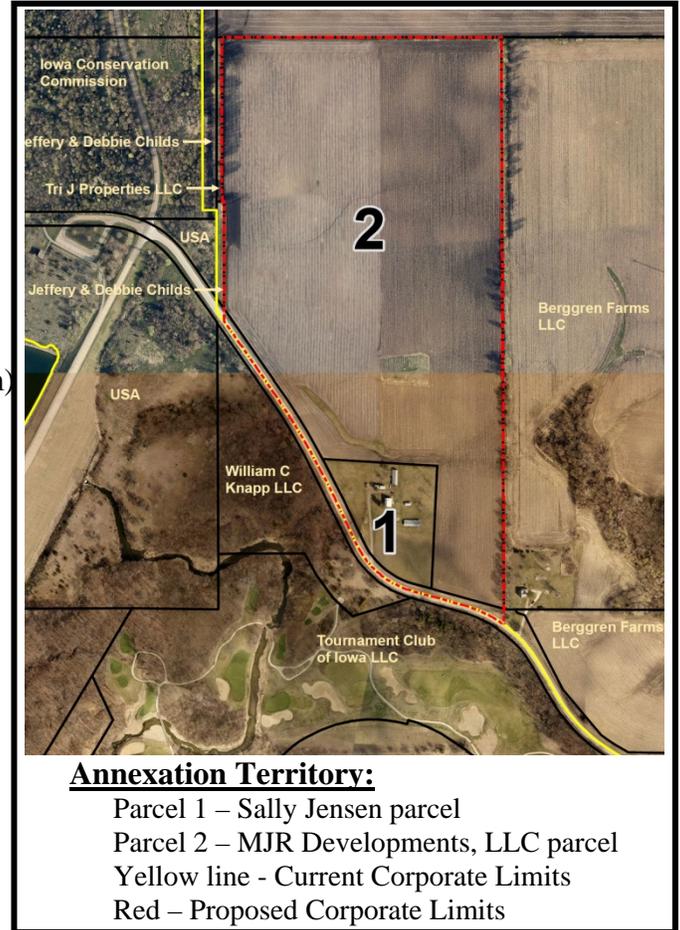
Location: in Polk County; located north of Hugg Drive and east of Big Creek State Park (known locally as the Jensen Farm)

Annexation Area: 62.815 acres

Future Land Use: Low Density Residential,

Existing Land Use: Jensen parcel: Farmstead
MJR parcel: agricultural

Proposed Use: Jensen parcel: Farmstead
MJR parcel: Single Family



In 2013, the City of Polk City approved the voluntary annexation of Big Creek State Park, located west of the subject properties. The primary purpose of this annexation was for the state park to be able to connect to the City of Polk City’s municipal sanitary sewer system. A lift station was constructed in Tournament Club of Iowa Plat 6 (later renamed to Big Creek Valley) to serve Big Creek State Park, a portion of TCI, and a service area located north of Hugg Drive. The lift station was completed and accepted by the City on December 14, 2015. Both the Jensen parcel and the MJR parcel fall within the service area of this lift station.

On February 23, 2015, City Council approved a Plat of Survey for the Jensen property located within Polk City’s 2-mile area. Sally Jensen retained the 5.29-acre parcel containing the house and farm buildings. MJR Development, LLC (Jarrod Ruckle) recently purchased the remainder of the property including approximately 57.52 acres of farm ground. Mr. Ruckle intends to construct his own home on a portion of the property yet this year. He then plans to develop the remainder into single family lots.

MJR Developments has submitted a Petition for Voluntary Annexation so their property will be located within city limits. And, since Iowa Code prohibits the creation of “islands” of unincorporated land within cities, Sally Jensen has also agreed to annexation of her property in conjunction with the MJR annexation.

APPLICATION FOR VOLUNTARY ANNEXATION
TO THE CITY OF POLK CITY, IOWA

To: City Council of Polk City
112 Third Street
Polk City, IA 50226

The undersigned; Sally Jensen a/an Single Person; constituting all the legal and equitable owners of a parcel of land (the "Property") within the annexation territory adjoining the City of Polk City (the "Annexation Territory"), hereby voluntarily requests that said Property be annexed to, and made a part of, the City of Polk City, Iowa. Said Property is legally described on Exhibit "A". Said Property, along with said Annexation Territory, is shown on Exhibit "B".

<Insert Name>

By: Sally Jensen
Title: Owner

Date July 29th, 2016

Witness: Dana Feinick

Filed with the City Clerk of Polk City on the _____ day of _____, 2016

17
2
8953

Exhibit A

Doc ID: 029443890002 Type: PLT
 Kind: SURVEY
 Recorded: 03/10/2015 at 09:19:02 AM
 Fee Amt: \$19.00 Page 1 of 2
 Polk County Iowa
 JULIE M. HAGGERTY RECORDER
 File# 2015-00078423
 BK 15493 PG 802-803

R. BRADLEY STUMBO P.O. BOX 1664 AMES, IOWA 50010 515-233-3689

RURAL SURVEY

CENTER
 SEC. 26-81-25
 FOUND STONE
 W/ BRASS CAP

N89°57'06"E 2629.68'
 1290.19'

Legal
 Description

Survey Description-Parcel 'B':
 A part of the West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, being more particularly described as follows: Commencing at the Southeast Corner of said West Half; thence S89°52'37"W, 150.84 feet along the South line of said Section 26 to the centerline of N.W. Hugg Drive and the beginning of a curve; thence following said centerline westerly, 38.90 feet along said curve having a radius of 580.00 feet, concave to the south, a central angle of 3°50'36" and being subtended by a chord which bears N72°13'55"W, 38.90 feet; thence N74°16'01"W, 159.73 feet to the point of beginning; thence continuing N74°16'01"W, 83.26 feet to the beginning of a curve; thence westerly and northwesterly, 346.15 feet along said curve having a radius of 415.00 feet, concave to the northeast, a central angle of 47°47'25" and being subtended by a chord which bears N50°18'05"W, 336.20 feet; thence N26°23'05"W, 446.45 feet; thence departing said centerline S86°53'15"E, 588.04 feet; thence S02°49'50"W, 607.17 feet to the point of beginning, containing 5.29 acres, which includes 0.64 acres of existing public right of way.

E1/4 CORNER
 SEC. 26-81-25
 FOUND STUBBY
 NAIL

The remaining development on the residual parcel of this survey may consist of no more than 0 dwelling units. The entire residual parcel and 1.49 acres of Parcel B shall be maintained as permanent open space, as Parcel B of this survey was recorded as a Rural Survey and was thus exempted from providing the required open space within its boundary, except for the aforementioned 1.49 acres as shown on Parcel B.

As the owner of all the land in this survey, I hereby agree to a restriction of the development potential on the residual parcel and to the restrictions as noted below.

Signed Sally Jensen Date 2-20-15

NOTES:

1. The 40' ROW shown in Parcel B shall be dedicated to Polk City. Upon written request by the City and at no cost to the City, following annexation.
2. No new driveways to Parcel B from N.W. Hugg Drive will be permitted.
3. Access to the residual parcel will be by an existing field drive located where the West line of the residual parcel intersects N.W. Hugg Drive.

Land Division - Polk County Review
 Approved [Signature] 3/5/15
 Denied Date
 Planning

PT. OF W1/2, SE1/4
 SEC. 26-81-25

RESIDUAL PARCEL
 (PT. W1/2, SE1/4
 EX. PARCEL B)

64.70 ACRES TOTAL
 1.56 ACRES ROAD
 63.14 ACRES NET
 x 0.95
 59.98 ACRES OPEN SPACE

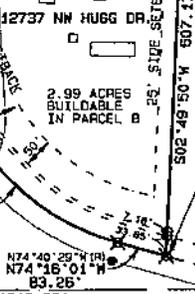
59.41 ACRES TOTAL
 0.79 ACRES ROAD
 58.62 ACRES NET
 58.62 ACRES OPEN SPACE

GEOPARCEL: 8125-26-400-003
 ZONING DISTRICT: AGRICULTURAL

CITY OF POLK CITY
 Flat Approval Date Approved
 Planning & Zoning Commission 2-14-15
 City Council 2-23-15
 Resolution Number 2015-14

OUTLOT H
 TOURNAMENT CLUB
 OF IOWA, PLAT 1

PARCEL B
 230388.19 S.F.
 5.29 ACRES TOTAL
 0.77 ACRES ROAD
 4.52 ACRES NET

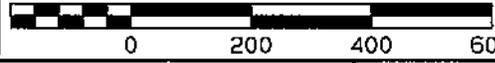


1.36 ACRES WITHIN
 PARCEL B MUST BE
 MAINTAINED AS OPEN
 SPACE. THAT AREA
 SHALL COME FROM
 THE 1.53 NET ACRES
 OUTSIDE THE SETBACK
 LINES.

POINT OF
 COMMENCEMENT
 SE CORNER
 W1/2, SE1/4
 FOUND 1/2" REBAR
 W/ ILLEGIBLE CAP
 6.7' M. OF FENCE

- X = SET 1/2" REBAR W/ YELLOW CAP #17161
- S = SET NAIL
- F = FOUND 1/2" REBAR W/ YELLOW CAP #8612

GRAPHIC SCALE 1"=200'



PROPRIETOR: SALLY JENSEN
 12737 NW HUGG DR.
 POLK CITY, IA 50226

SURVEY REQUESTED BY: DENNIS PARMENTER (515-597-3401)

RETURN TO:
STUMBO & ASSOCIATES
 LAND SURVEYING
 510 S. 17TH STREET, SUITE #102
 AMES, IOWA 50010
 PH. 515-233-3684 • FAX 515-233-4403

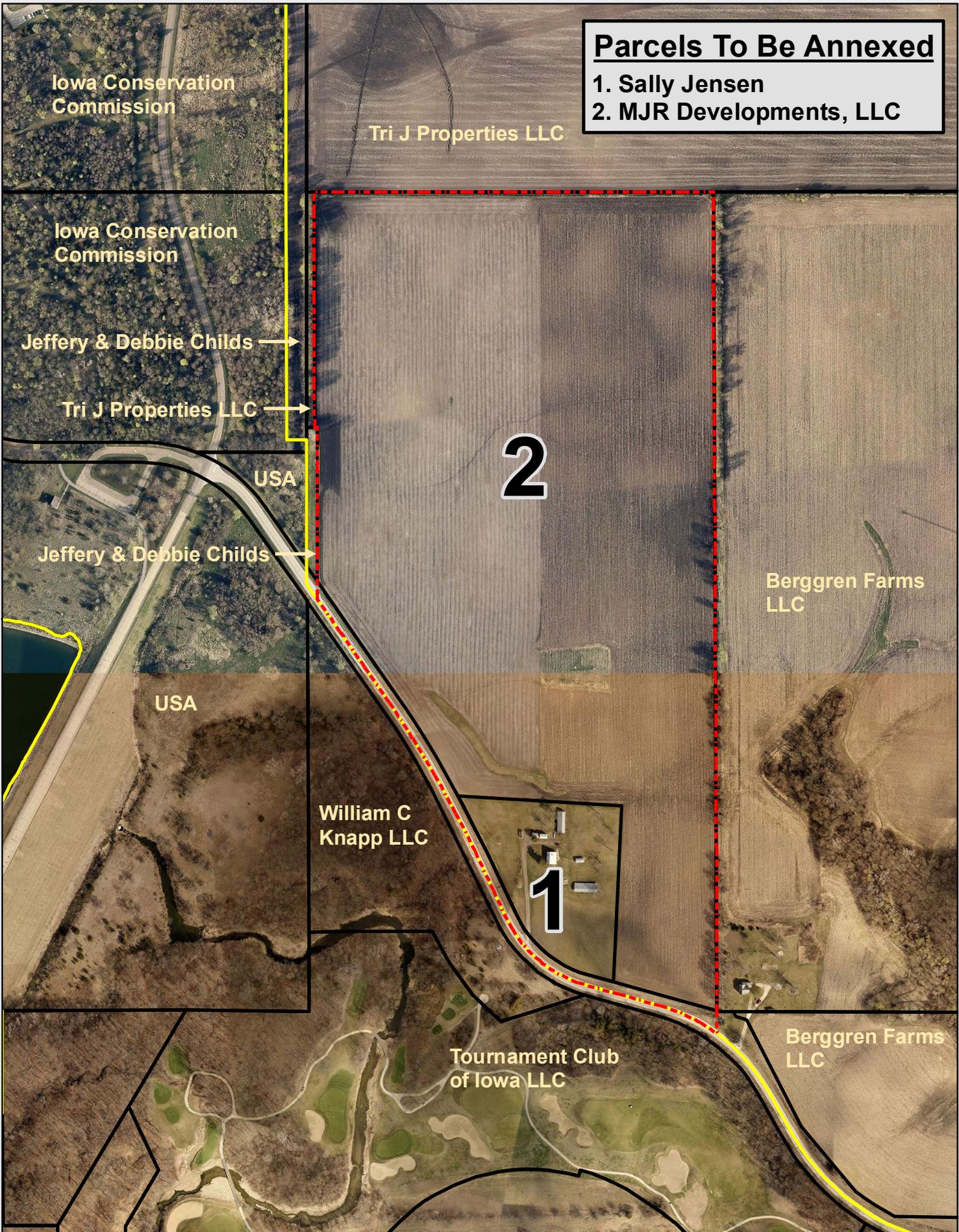
Certification: I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

R. Bradley Stumbo License #17161 Date: 2/20/15
 My license renewal date is December 31, 2015
 Job #16765 Date: 2/13/15 Page 1 of 1
 Fieldwork Completed: 1/27/15



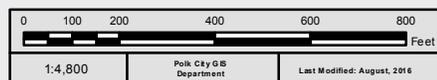
Parcels To Be Annexed

1. Sally Jensen
2. MJR Developments, LLC



- Parcel Lines
- Annexation Boundary
- Current Corporate Limits

Exhibit "B" Annexation Territory



APPLICATION FOR VOLUNTARY ANNEXATION
TO THE CITY OF POLK CITY, IOWA

To: City Council of Polk City
112 Third Street
Polk City, IA 50226

The undersigned; MSR Developments, a/an L.L.C.; constituting all the legal and equitable owners of a parcel of land (the "Property") within the annexation territory adjoining the City of Polk City (the "Annexation Territory"), hereby voluntarily requests that said Property be annexed to, and made a part of, the City of Polk City, Iowa. Said Property is legally described on Exhibit "A". Said Property, along with said Annexation Territory, is shown on Exhibit "B".

<Insert Name> Jarrod Ruckle

By: Jarrod Ruckle

Date 7-28-16

Title: President

Witness: _____

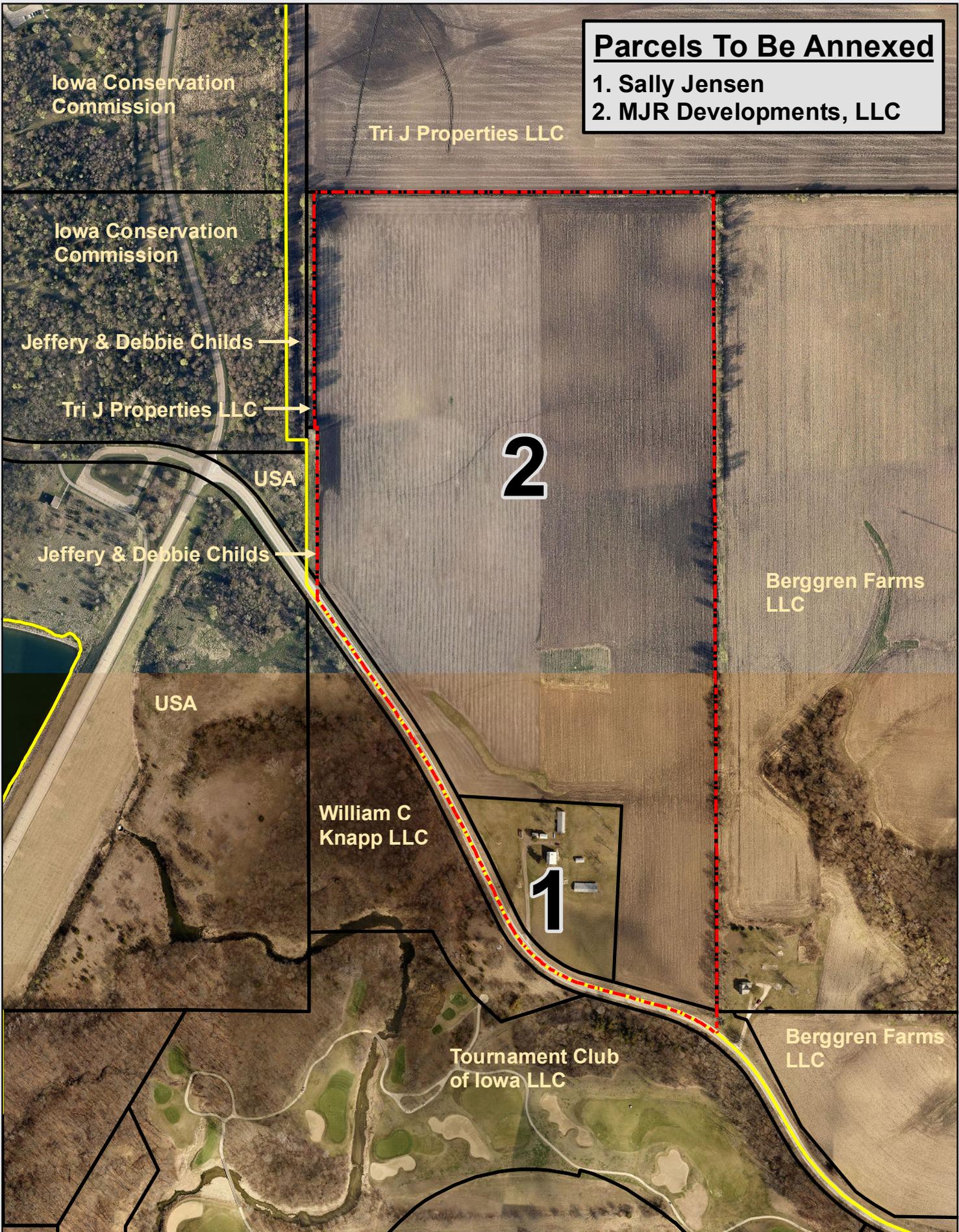
Filed with the City Clerk of Polk City on the _____ day of _____, 2016

Exhibit A. Full Legal Description

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802.

Parcels To Be Annexed

1. Sally Jensen
2. MJR Developments, LLC



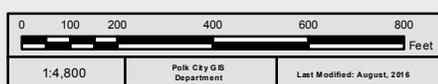
2

1



- Parcel Lines
- Annexation Boundary
- Current Corporate Limits

Exhibit "B" Annexation Territory



NOTICE OF PETITION FOR ANNEXATION

YOU ARE HEREBY NOTIFIED that on the 12th day of September 2016, the City Council of Polk City will hold a public meeting on petition submitted to the City of Polk City, Iowa by MJR Developments LLC.

- 1) For Voluntary Annexation from owners of the following properties located north of NW Hugg Drive:
 - a. Sally Jensen parcel, 12737 NW Hugg Drive, comprising approximately 5.29 acres
 - b. MJR Developments, LLC parcel, located north and east of the Sally Jensen parcel, comprising approximately 59.40 acres

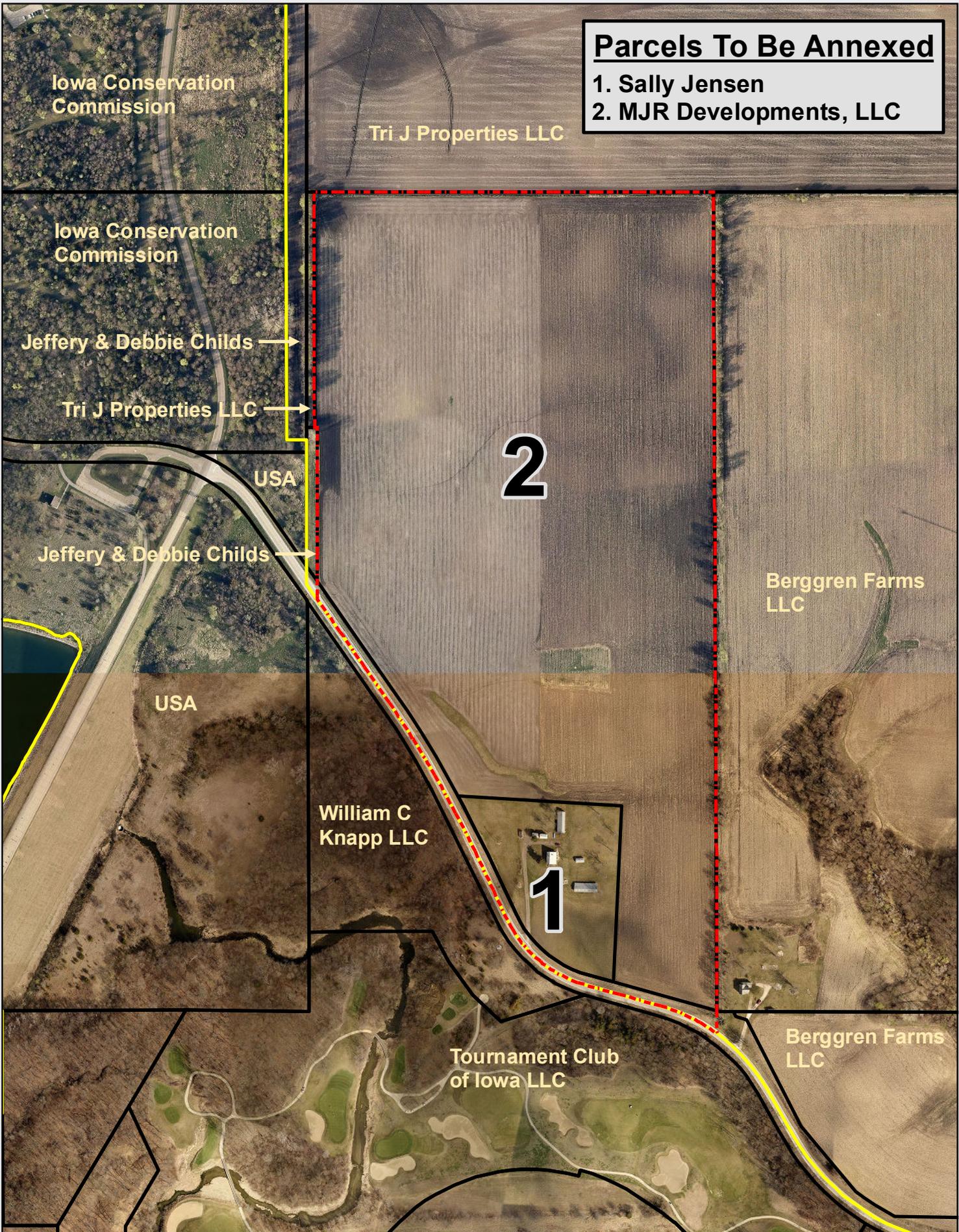
YOU ARE FURTHER NOTIFIED that said petitions will come before the City Council on September 12, 2016 at 6:30 p.m.

DATED this 12th day of September 2016

Jenny Gibbons, City Clerk

Parcels To Be Annexed

1. Sally Jensen
2. MJR Developments, LLC



	Parcel Lines
	Annexation Boundary
	Current Corporate Limits

Exhibit "B" Annexation Territory

0 100 200 400 600 800 Feet		
1:4,800	Polk City GIS Department	Last Modified: August, 2016



APPLICATION FOR VOLUNTARY ANNEXATION
TO THE CITY OF POLK CITY, IOWA

To: City Council of Polk City
112 Third Street
Polk City, IA 50226

The undersigned; Sally Jensen, a/an Single Person; constituting all the legal and equitable owners of a parcel of land (the "Property") within the annexation territory adjoining the City of Polk City (the "Annexation Territory"), hereby voluntarily requests that said Property be annexed to, and made a part of, the City of Polk City, Iowa. Said Property is legally described on Exhibit "A". Said Property, along with said Annexation Territory, is shown on Exhibit "B".

<Insert Name>

By: Sally Jensen

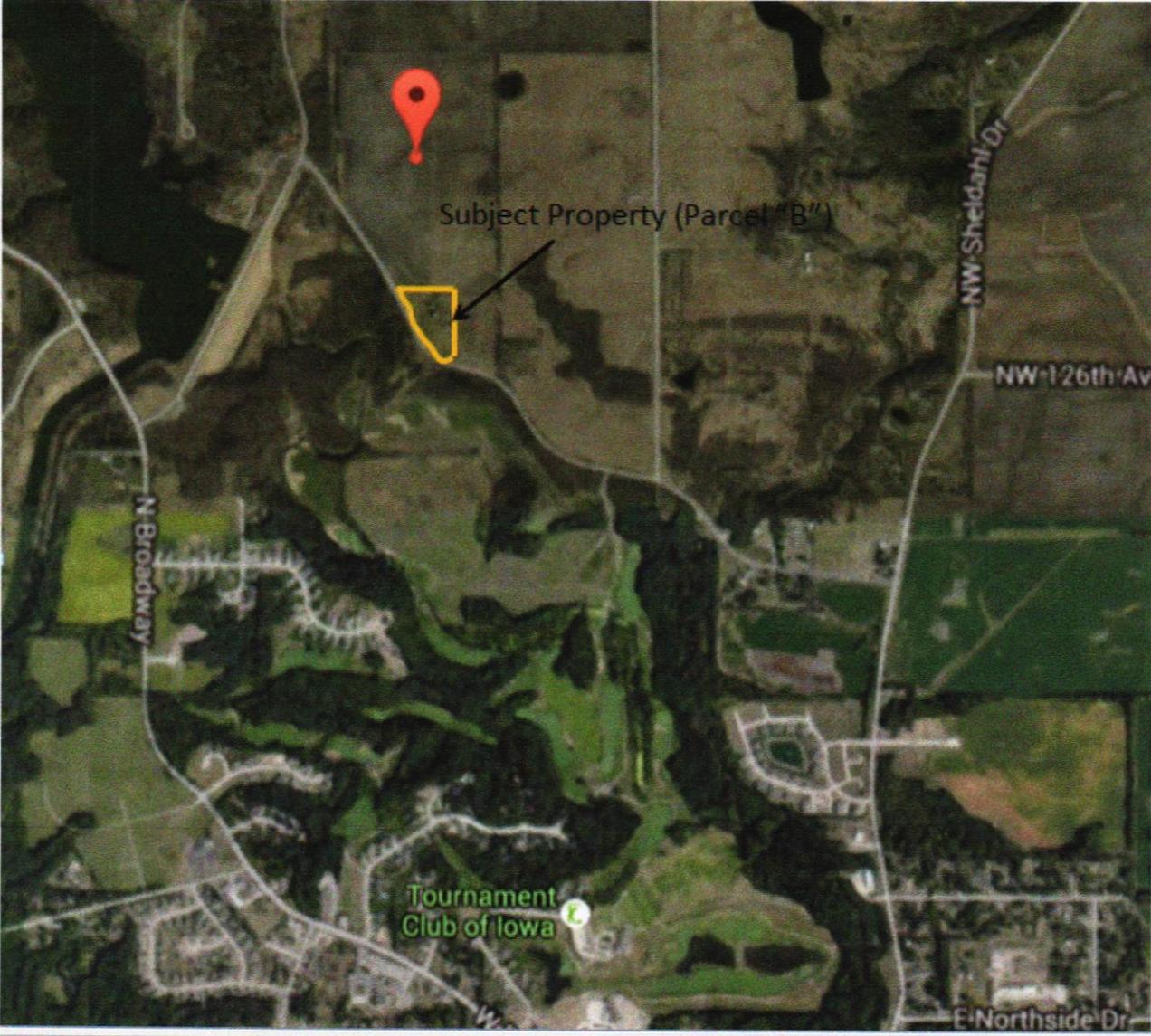
Date July 29th, 2016

Title: Owner

Witness: Dave Feinick

Filed with the City Clerk of Polk City on the 29 day of July, 2016

Exhibit B



**APPLICATION FOR VOLUNTARY ANNEXATION
TO THE CITY OF POLK CITY, IOWA**

To: City Council of Polk City
112 Third Street
Polk City, IA 50226

The undersigned; MSR Developments, a/an L.L.C.; constituting all the legal and equitable owners of a parcel of land (the "Property") within the annexation territory adjoining the City of Polk City (the "Annexation Territory"), hereby voluntarily requests that said Property be annexed to, and made a part of, the City of Polk City, Iowa. Said Property is legally described on Exhibit "A". Said Property, along with said Annexation Territory, is shown on Exhibit "B".

<Insert Name> Jarrod Ruckle

By: Jarrod Ruckle

Date 7-28-16

Title: President

Witness: 

Filed with the City Clerk of Polk City on the 29 day of July, 2016

Exhibit A. Full Legal Description

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802.

RESOLUTION 2016-75

A RESOLUTION SETTING A PUBLIC HEARING ON THE PROPOSED REZONING OF 59.40 ACRES LOCATED ALONG HUGG DRIVE, POLK CITY, IOWA, KNOWN AS WHITETAIL RIDGE FROM ZONING CLASSIFICATION OF AGRICULTURAL (AG) TO SINGLE FAMILY DETACHED RESIDENTIAL (R-1)

WHEREAS, MJR Developments LLC is desirous to rezone property located along Hugg Drive, Polk City, Iowa, legally described as:

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802

To be rezoned from Agricultural (AG) to Single Family Detached Residential (R-1); and

WHEREAS, the Planning and Zoning Commission has recommended approval for the rezoning at the August 15, 2016 meeting.

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 September 12, 2016 at 6:30 p.m. in the City Hall Council Chambers, Polk City, Iowa, on the proposal to rezone property located along Hugg Drive, as described above, to be rezoned from Agricultural (AG) to Single Family Detached Residential (R-1).

BE IT FURTHER RESOLVED, the City Council authorizes the City Clerk to send out notices to residence within 250 feet. And the Clerk shall publish notice of such hearing at the time and in the manner required by law.

DATED this 25th day of August, 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk



ENGINEERS & PLANNERS SNYDER & ASSOCIATES

ANKENY, IA | ATLANTIC, IA | CEDAR RAPIDS, IA | MARYVILLE, MO | ST. JOSEPH, MO
(515) 964-2020 | (712) 243-6505 | (319) 362-9394 | (660) 582-8888 | (816) 364-5222

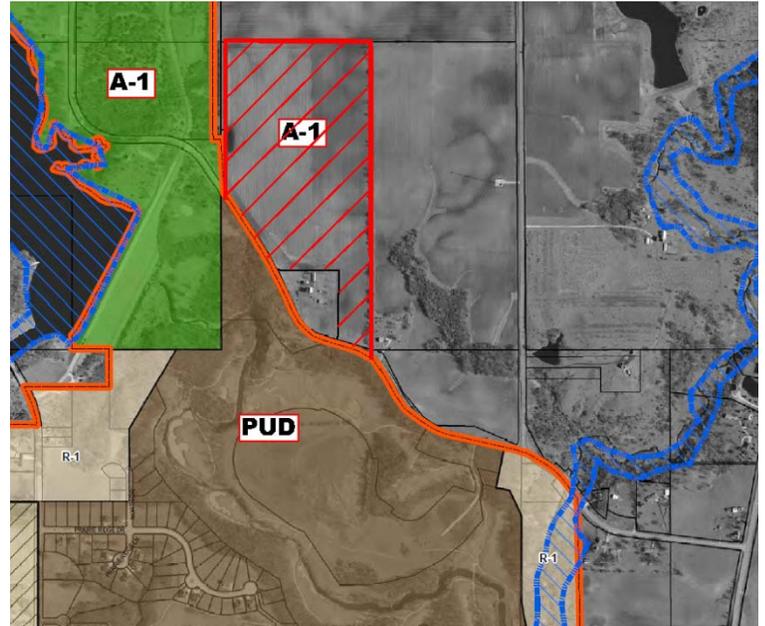
REZONING

Date: August 17, 2016
Project: MJR Developments LLC Rezoning

Prepared by: Kathleen Connor
Project No.: 116.0761.01

GENERAL INFORMATION:

Property Owner: MJR Developments LLC
Location: North of Hugg Drive
(Jensen farm ag land)
Current Zoning: A-1 (upon Annexation)
Requested Zoning: R-1
Existing Land Use: Vacant/ crops
Future Land Use: Low Density Residential
Proposed Land Use: Single-family residential
Area: Approx 59.4 acres



PROJECT DESCRIPTION:

On behalf of MJR Developments LLC, Jarrod Ruckle has submitted a Petition for Voluntary Annexation that will need to be approved by City Council in order to incorporate this property into the City of Polk City. Following annexation, both the MJR Developments and Jensen properties will automatically be zoned as A-1 Agricultural per Code.

MJR Developments has now submitted a Petition to rezone this property from A-1 to R-1 in order to develop the property into single-family homes. This development is being referred to as Whitetail Ridge. A Preliminary Plat for this development will be presented to P&Z and Council at some point in the future.

The applicant obtained consent to the rezoning from the property owners of 100% of the 250' buffer area surrounding the proposed R-1 zoning district, other than Big Creek State Park which is considered neutral.

The zoning and land use of the properties surrounding the area proposed to be rezoned are as follows:

Adjacency	Zoning	Existing Land Use	Future Land Use.
S	A-1, PUD	Golf course, SF, Open	Parks & Rec, Low Density Residential, Open
W	A-1	Big Creek State Park, Open	Parks & Rec, Open Space
E	-	Ag crop land	Low Density Residential
N	-	Ag crop land	Low Density Residential

COMPREHENSIVE PLAN:

The Comprehensive Plan, *Imagine Polk City – A Bridge to the Future*, was adopted by City Council on April 11, 2016. An excerpt from the Future Land Use Plan is depicted on the right, with the subject property highlighted in bright green. The proposed R-1 zoning is in conformance with the Comprehensive Plan.

REVIEW COMMENTS:

1. NW Hugg Drive is located in an easement, rather than in a dedicated lot, as is typical with county roads. Therefore, the legal description provided for the rezoning includes the abutting north half of the NW Hugg Drive right-of-way. This conforms to the city’s policy of rezoning to the centerline of streets.

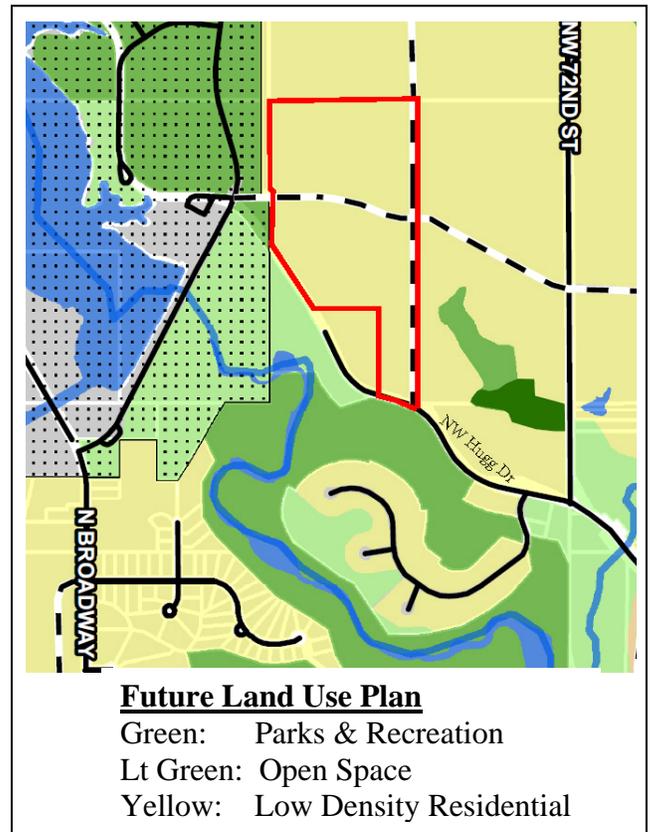
P&Z CONSIDERATION:

The Planning & Zoning Commission held a public meeting regarding this rezoning on August 15th. Notices of this meeting were mailed to the neighbors in advance of the meeting.

RECOMMENDATION:

P&Z and staff recommend Council approval of the proposed rezoning of MJR Developments’ property from A-1 to R-1 subject to the following:

1. Prior Council approval of the Applications for Voluntary Annexation from Sally Jensen and MJR Developments, LLC.
2. Payment of the application fee and professional billings to the City Clerk prior to Council action.



OUTSIDE CITY

250

1290.19'

24.75'

U.S.A

U.S.'N

769.65'

250

U.S.A

8.25'

250

U.S.A

531.90'

U.S.A

NW HUGG DRIVE

2634.64'

LEGAL DESCRIPTION

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802.

OWNER/DEVELOPER
JARROD RUCKLE
9162 NE 49TH AVE
BONDURANT, IA, 50035,
(515) 419 - 2462

CURRENT ZONING
OUTSIDE CITY

PROPOSED ZONING
R-1



SCALE: 1" = 200' FEET

ADJACENT OWNERSHIPS

S.NO.	TITLE HOLDER NAME	AREA	PERCENTAGE
1	WILLIAM C KNAPP LC	4.13 ac	35.79 %
2	JENSEN, SALLY	4.69 ac	40.64%
3	TOURNAMENT CLUB OF IOWA LLC	2.72 ac	23.57%
TOTAL		11.54 ac	100%

OUTSIDE CITY

2633.19'

250

KNAPP

JENSEN

OUTSIDE CITY

3

TCI

LOT 1

SHEET:

REZONING MAP,
12737 NW HUGG DR, IOWA

PROJECT NO:	16244
DRAWING FILE NO:	IN FOLDER
DRAWN BY:	DT
DESIGNED/REVIEWED BY:	MM
ISSUE DATE:	8/17/2016

ABACI CONSULTING, INC.
CIVIL ENGINEERING - LAND SURVEYING

101 NE CIRCLE DRIVE, GRIMES, IOWA 50111
PH: (515) 986-5048 FAX: (515) 986-0588

PETITION FOR REZONING

TO: Planning and Zoning Commission,
Mayor, and City Council

We, the undersigned owners of the following described property:

Approximately 58 acres on the North side of
Hugg Drive. See Exhibit A Attached for
full legal description

Request that said property be rezoned from its present Zoning Classification of Ag
to Zoning Classification R1 for the purpose of
Residential Development

PROPERTY OWNER:

PROPERTY OWNER (when jointly owned):

MJR Developments LLC
Owner's Name (please print)

Owner's Name (please print)

Jarrod Ruckle
Signature

Signature

President
Title (if owned by Inc., LLC, or similar)

The above property owner(s) are herewith providing the following documentation:

- Signatures of owners of at least 50% of the area with a 250' buffer, exclusive of intervening ROW and alleys, surrounding the proposed rezoning (See Page 2)
- Table demonstrating sufficient consent of buffer area property owners (See Page 3)
- Rezoning Sketch depicting proposed zoning boundary line, all parcels within the buffer area, and ownership of each parcel. (To be attached)
- Two stamped and addressed envelopes for each property owner within buffer area which the City Clerk will use for required notice.
- Master Plan if rezoning to PUD or R-4 Mobile Home Parks.

CONSENT TABLE

(Percentage of Buffer Area Owners Consenting to Proposed Rezoning, by area)

Property Owner	Parcel Area within 250' Buffer (Acres)	% of Total 250' Buffer Area (%)	Consenting % Only (%)
Sally Jensen	5.6	47 %	47%
Knapp Properties	5.3	44 %	44%
TCT	1.1	9 %	9%
TOTALS	12 Acres	%	100%

* Must have at least 50% Consent for Proposed Rezoning.

Exhibit A

MJR Developments, LLC property

Full Legal Description

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802. (Said legal description includes the abutting north one-half of the right-of-way for NW Hugg Drive.)

NOTICE OF PETITION FOR REZONING

YOU ARE HEREBY NOTIFIED that on the 12th day of September 2016, the City Council of Polk City will hold a public meeting on petition submitted to the City of Polk City, Iowa by MJR Developments LLC.

1) To rezone 59.40 acres located along Hugg Drive, Polk City, Iowa, known as Whitetail Ridge from zoning classification of Ag, Agricultural to R-1, Single Family detached Residential.

The property is legally described as follows:

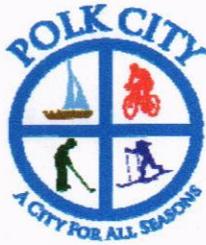
LEGAL DESCRIPTION

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, Lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802. **See map attached "subject property".**

YOU ARE FURTHER NOTIFIED that said petitions will come before the City Council on September 12, 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 12th day of September 2016

Jenny Gibbons, City Clerk



APPLICATION FORM FOR REZONINGS

City of Polk City, Iowa

- FOR OFFICE USE ONLY -

Date: _____ Amount: _____ Rec'd by: _____

Thank you for your interest in the City of Polk City!

It is the responsibility of the applicant (owner, developer and consultants) to compare their project submittal to City Code and this checklist and ensure that all items and requirements are included. If an application is substantially incomplete, the review will be delayed and the review schedule will be amended.

Project Name: Whitetail Ridge

Address: Hugg Drive

Current Zoning: Ag **Proposed Zoning:** R1

Parcel Area: 58.6 Acres **Area to be Rezoned:** 58.6 Acres

Applicant: *The Rezoning Petition MUST be signed by Property Owner to be considered a valid Petition.*

Property Owner: MSR Developments LLC

Street Address: 9162 NE 94th Ave Telephone No.: 515-419-2462

City, State: Bondurant, IA 50035 Email Address: Jarrod@MSRIowa.com

Site Plan Application Fee:

1 Acre or Less:	\$85
More than 1 Acre:	\$200

Amount Paid: \$ 200.00

City Engineering Review Fees:

City Engineering review fees are charged on an hourly basis. If desired, the applicant may request an estimate of review fees once a valid Petition for Rezoning has been submitted.

Documents to be Included with Initial Submitted:

✓ If Provided	Document
✓	Completed Petition for Rezoning, signed by property owners
N/A	List of Zoning Restrictions, if any are proposed
✓	Completed Table of all Property Owners within the 250' Buffer consenting to the proposed rezoning, with all applicable signatures
✓	Completed Consent Table listing the area of each parcel lying within the 250' Buffer, exclusive of ROW, and indicating the percentage of property owners that are consenting to the rezoning, based on area. (50% Consent is required)
✓	Rezoning Sketch depicting proposed zoning boundary line, all parcels within the 250' buffer area, and ownership of each parcel
✓	Legal description of the proposed rezoning boundary in Word format.
✓	Two address labels and two stamps for each property owner within buffer area
N/A	Master Plan; only if rezoning to PUD or R-4 Mobile Home Parks.

PETITION FOR REZONING

TO: Planning and Zoning Commission,
Mayor, and City Council

We, the undersigned owners of the following described property:

Approximately 58 acres on the North side of
Hugg Drive. See Exhibit A Attached for
full legal description

Request that said property be rezoned from its present Zoning Classification of Ag
to Zoning Classification R1 for the purpose of
Residential Development

PROPERTY OWNER:

PROPERTY OWNER (when jointly owned):

MJR Developments LLC
Owner's Name (please print)

Owner's Name (please print)

Jarrod Ruckle
Signature

Signature

President
Title (if owned by Inc., LLC, or similar)

The above property owner(s) are herewith providing the following documentation:

- Signatures of owners of at least 50% of the area with a 250' buffer, exclusive of intervening ROW and alleys, surrounding the proposed rezoning (See Page 2)
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- Two stamped and addressed envelopes for each property owner within buffer area which the City Clerk will use for required notice.
- Master Plan if rezoning to PUD or R-4 Mobile Home Parks.

CONSENT TABLE

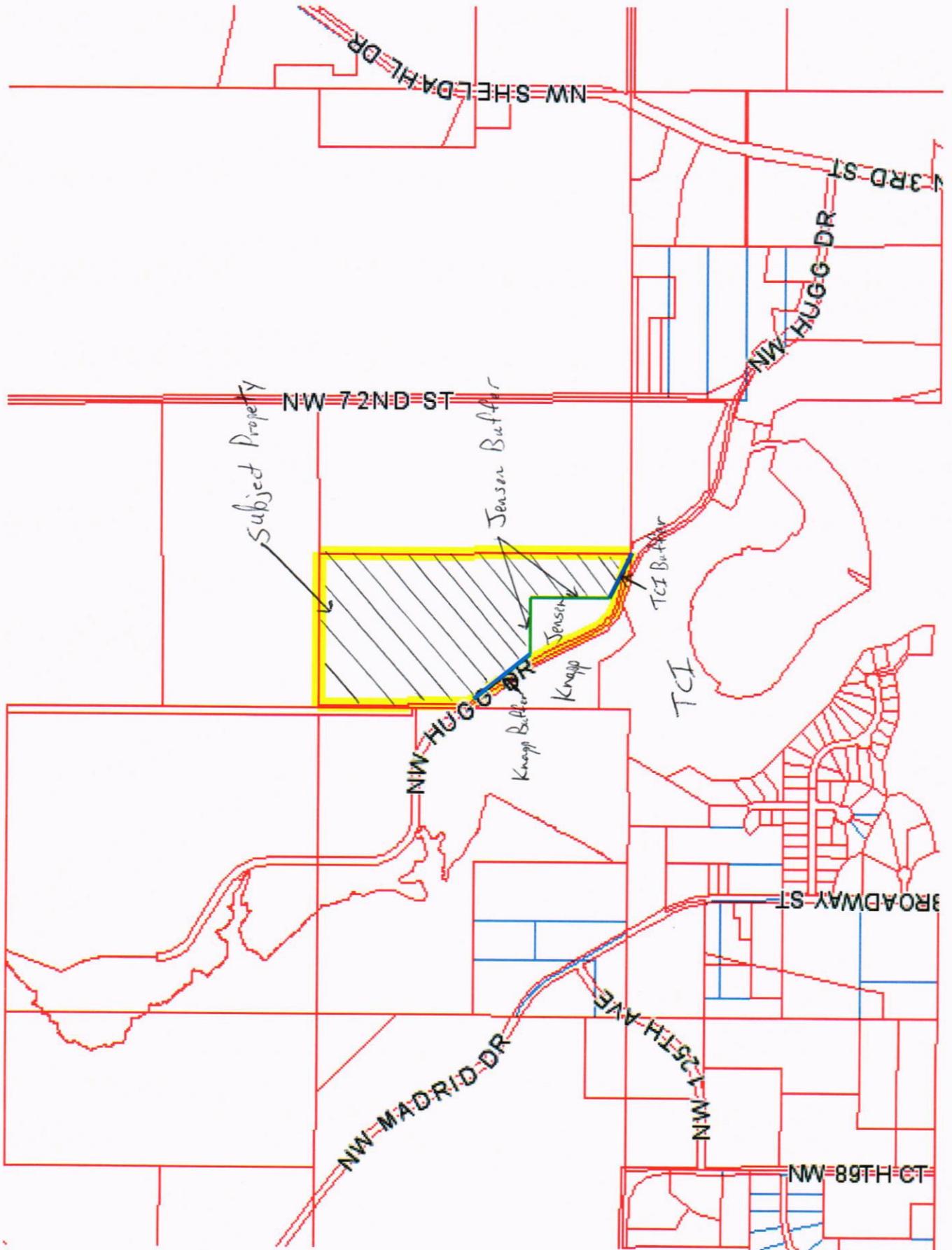
(Percentage of Buffer Area Owners Consenting to Proposed Rezoning, by area)

Property Owner	Parcel Area within 250' Buffer (Acres)	% of Total 250' Buffer Area (%)	Consenting % Only (%)
Sally Jensen	5.6	47 %	47
Knapp Properties	5.3	44 %	44
TCI	1.1	9 %	
TOTALS	12 Acres	%	91 %*

* Must have at least 50% Consent for Proposed Rezoning.

Exhibit A. Full Legal Description

The West Half of the Southeast Quarter of Section 26, Township 81 North, Range 25 West of the 5th P.M., Polk County, Iowa, lying North of the centerline of Hugg Drive as it presently exists; EXCEPT the West 24.75 feet of that portion of the North 3,405 feet of the East Half of said Section 26 which lies within said West Half of the Southeast Quarter; EXCEPT the West 33 feet of that portion of the East Half of said Section 26 lying South of the North 3,405 feet of said East Half of Section 26; and EXCEPT Parcel B as described in Rural Survey filed March 10, 2015 and recorded in Book 15493 Page 802.



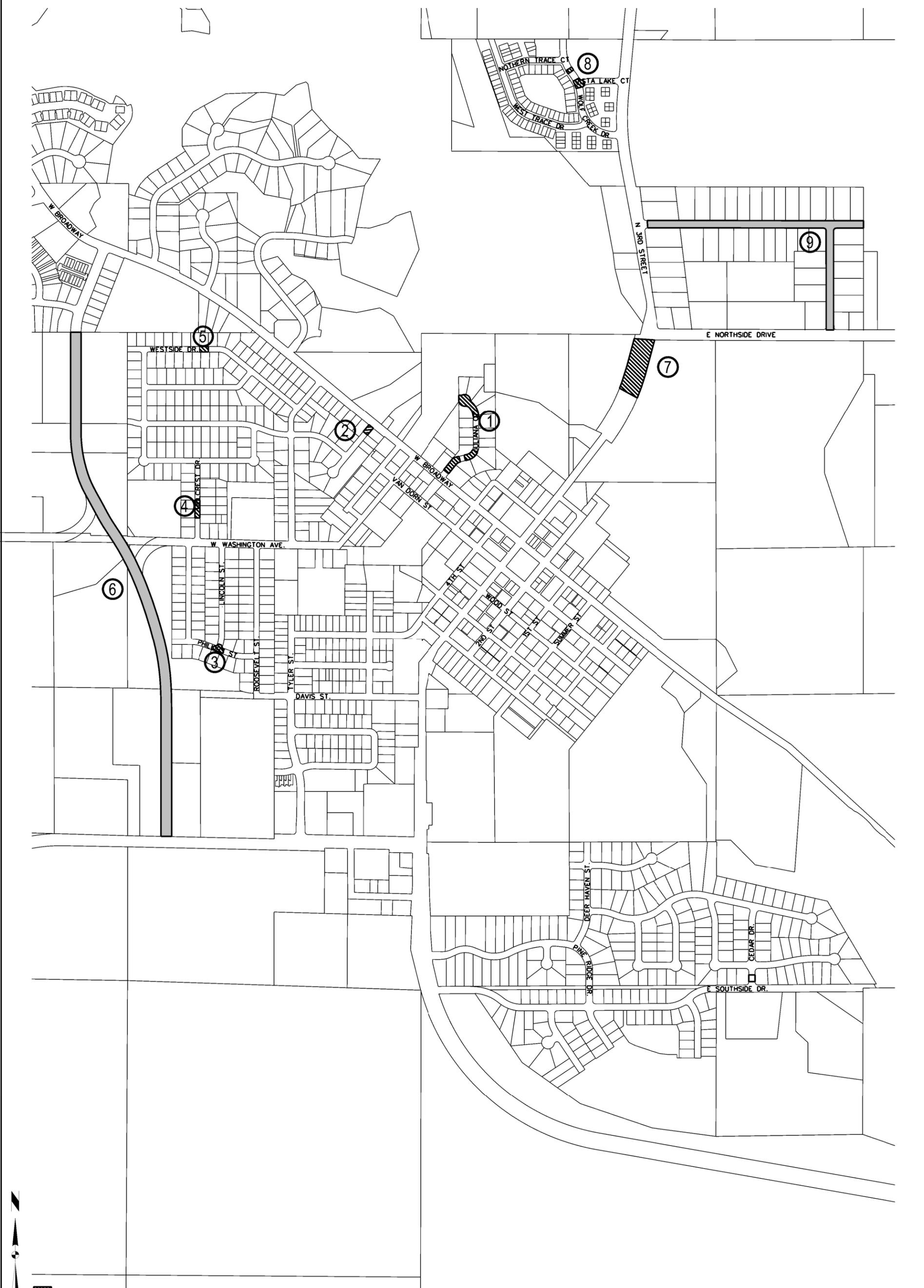
**ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS OF
STREET REPAIR & MAINTENANCE LOCATIONS FOR 2016 STREET REPAIR PROJECT
19-Aug-16**

ITEM	DESCRIPTION	UNIT	UNIT PRICE	1:Juliana Court		2: Forest Street		3:Lincoln & Phillips		4: Hillcrest Drive		5: Westside Drive	
				Quantity	Extension	Quantity	Extension	Quantity	Extension	Quantity	Extension	Quantity	Extension
EARTHWORK													
2.1	Core Out Excavation	CY	\$ 11.00	100	\$ 1,100.00	40	\$ 440.00	40	\$ 440.00	15	\$ 165.00	15	\$ 165.00
2.2	Class A Roadstone	TN	\$ 38.00	200	\$ 7,600.00	80	\$ 3,040.00	80	\$ 3,040.00	30	\$ 1,140.00	30	\$ 1,140.00
2.3	Geogrid	SY	\$ 2.00	370	\$ 740.00	250	\$ 500.00		\$ -		\$ -		\$ -
STRUCTURES FOR SANITARY AND STORM													
6.1	Adjust Sanitary Sewer Manhole, Minor	EA	\$ 1,800.00	1	\$ 1,800.00		\$ -	1	\$ 1,800.00		\$ -		\$ -
6.2	Reconstruct Intake, Top Only, SW-505	EA	\$ 2,000.00	2	\$ 4,000.00		\$ -		\$ -		\$ -		\$ -
STREETS AND RELATED WORK													
7.1	PCC Pavement Full Depth Repair Patch	SY	\$ 74.00	750	\$ 55,500.00	250	\$ 18,500.00	390	\$ 28,860.00	165	\$ 12,210.00	148	\$ 10,952.00
7.2	PCC Partial Depth Repair Patch	SF	\$ 43.00	500	\$ 21,500.00		\$ -		\$ -		\$ -		\$ -
7.3	Crack and Joint Cleaning and Filling, PCC*	LF	\$ 5.00	1200	\$ 6,000.00		\$ -		\$ -		\$ -	37	\$ 185.00
7.4	Crack Cleaning and Filling, Emulsion	LF	\$ 1.50		\$ -		\$ -		\$ -		\$ -		\$ -
7.6	Driveway, Paved, PCC, 6" Depth	SY	\$ 65.00		\$ -	13	\$ 845.00	22	\$ 1,430.00		\$ -		\$ -
7.7	Sidewalk, PCC, 4"	SY	\$ 50.00		\$ -		\$ -	8	\$ 400.00		\$ -		\$ -
7.8	Sidewalk, PCC, 6"	SY	\$ 65.00		\$ -		\$ -	14	\$ 910.00		\$ -	28	\$ 1,820.00
7.9	Detectable Warning Panels	SF	\$ 45.00		\$ -		\$ -	28	\$ 1,260.00		\$ -		\$ -
Location Total					\$ 98,240.00		\$ 23,325.00		\$ 38,140.00		\$ 13,515.00		\$ 14,262.00

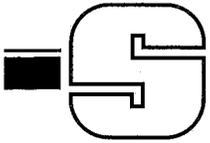
ITEM	DESCRIPTION	UNIT	UNIT PRICE	6: Parker Boulevard		7: 3rd at Northside		8: Wolf Creek		9: 6th at Madison		Total	
				Quantity	Extension	Quantity	Extension	Quantity	Extension	Quantity	Extension	Quantity	Extension
EARTHWORK													
2.1	Core Out Excavation	CY	\$ 11.00		\$ -	55	\$ 605.00	15	\$ 165.00			280	\$ 3,080.00
2.2	Class A Roadstone	TN	\$ 38.00		\$ -	120	\$ 4,560.00	30	\$ 1,140.00			570	\$ 21,660.00
2.3	Geogrid	SY	\$ 2.00		\$ -	60	\$ 120.00		\$ -			680	\$ 1,360.00
STRUCTURES FOR SANITARY AND STORM													
6.1	Adjust Sanitary Sewer Manhole, Minor	EA	\$ 1,800.00		\$ -		\$ -		\$ -			2	\$ 3,600.00
6.2	Reconstruct Intake, Top Only, SW-505	EA	\$ 2,000.00		\$ -		\$ -		\$ -			2	\$ 4,000.00
STREETS AND RELATED WORK													
7.1	PCC Pavement Full Depth Repair Patch	SY	\$ 74.00		\$ -	105	\$ 7,770.00	42	\$ 3,108.00			1850	\$ 136,900.00
7.2	PCC Partial Depth Repair Patch	SF	\$ 43.00		\$ -	203	\$ 8,729.00	7	\$ 301.00			710	\$ 30,530.00
7.3	Crack and Joint Cleaning and Filling, PCC	LF	\$ 5.00		\$ -	103	\$ 515.00	110	\$ 550.00			1450	\$ 7,250.00
7.4	Crack Cleaning and Filling, Emulsion	LF	\$ 1.50	5500	\$ 8,250.00		\$ -		\$ -	2000	\$ 3,000.00	7500	\$ 11,250.00
7.6	Driveway, Paved, PCC, 6" Depth	SY	\$ 65.00		\$ -		\$ -		\$ -			35	\$ 2,275.00
7.7	Sidewalk, PCC, 4"	SY	\$ 50.00		\$ -		\$ -		\$ -			8	\$ 400.00
7.8	Sidewalk, PCC, 6"	SY	\$ 65.00		\$ -		\$ -		\$ -			42	\$ 2,730.00
7.9	Detectable Warning Panels	SF	\$ 45.00		\$ -		\$ -		\$ -			28	\$ 1,260.00
Location Total					\$ 8,250.00		\$ 22,299.00		\$ 5,264.00		\$ 3,000.00		\$ 226,295.00

LUMP SUM ITEMS													
8.1	Traffic Control	LS	\$ 10,000.00										
11.1	Mobilization	LS	\$ 11,500.00										

Project Construction Total:	\$ 247,795.00
5% Construction Contingency:	\$ 12,390.00
Engineering, Administration and Construction Observation:	\$ 39,440.00
Total Project Cost:	\$ 299,625.00



PROJECT NAME:		FIGURE 1 2016 STREET REPAIR LOCATIONS		SCALE:	1"=800
				DATE:	08-16-2016
PROJECT #:				PROJECT #:	116.0636
 SNYDER & ASSOCIATES Engineers and Planners		SHEET REFERENCE:	ADDENDUM #:	N/A	
Project Location Map		1 OF 1			



August 19, 2016

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

RE: SETTING PUBLIC HEARING DATE AND PUBLISH NOTIFICATIONS
2016 STREET REPAIR PROJECT

Honorable Mayor and City Council:

Snyder & Associates have completed plans, contract documents and a cost opinion for the 2016 Street Repair Project. This project constructs street repairs and performs necessary pavement maintenance in nine areas throughout the City as indicated on the attached map.

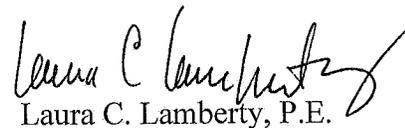
The project construction cost is detailed by repair location with the total anticipated construction cost being \$247,795.00.

We are requesting that the City Council adopt a Resolution ordering the construction of these improvements, fixing the date of Public Hearing for September 26, 2016 and for the taking of bids for said improvements on September 21, 2016.

We will be in attendance at the council meeting on August 22, 2016. Please feel free to call me at (515) 964-2020 or email llamberty@snyder-associates.com if you have any questions or need any additional information prior to the council meeting.

Sincerely

SNYDER & ASSOCIATES, INC.


Laura C. Lamberty, P.E.

Enclosures: Project Location Map
Cost Opinion

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

RESOLUTION NO. 2016-76

**RESOLUTION ORDERING CONSTRUCTION OF
CERTAIN PUBLIC IMPROVEMENTS, FIXING
DATES FOR PUBLIC HEARING AND TAKING OF
BIDS FOR 2016 STREET REPAIR PROJECT**

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the 2016 Street Repairs Project which includes full depth and partial depth PCC replacement of public streets, PCC driveway approach replacement, and PCC crack sealing, HMA crack sealing in various location throughout Polk City; and associated work; and

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

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

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

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the 2016 Street Repairs Project in the manner set forth in the plans and specifications and form of contract, above referred to, the costs thereof to be paid in accordance with the provisions as set forth in the published Notice of Hearing and Letting.

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

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish Notice to Bidders once at least four (4) days but no more than twenty (20) days before September 26, 2016 which is hereby fixed as the date of public hearing in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in the City. Further, the Notice to Bidders shall be published in the Master Builders of Iowa Construction Update Network and on the City of Polk City website not less than thirteen (13) nor more than forty-five (45) clear days prior to

September 21, 2016, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 10:30 a.m., on said date.

BE IT FURTHER RESOLVED, that bids shall be received and opened at a public meeting as provided in the Public Notice and results of said bids shall be considered at the meeting of this Council on September 26, 2016, at 6:30 o'clock p.m.

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish Notice of Hearing once in said newspaper, said publication being not less than four (4) clear days nor more than twenty (20) days prior to the date hereinafter fixed as the date of the public hearing on the plans, specifications, form of contract and estimate of costs for said project, said hearing being at 6:30 o'clock p.m. on September 26, 2016.

PASSED AND APPROVED this 25th day of August 2016.

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

RESOLUTION 2016-77

**A RESOLUTION ACCEPTING THE DAVIS & TYLER STREET
INTERSECTION RECONSTRUCTION PROJECT**

WHEREAS, the City of Polk City, City Council, approved construction for the Davis & Tyler Street Intersection Reconstruction project; and

WHEREAS, the City Council has awarded the construction contract for the Davis & Tyler Street Intersection Reconstruction project to Howrey Construction, Rockwell City, Iowa; and

WHEREAS, on April 11, 2016 the City Council approved the contract for the construction of the Davis & Tyler Street Intersection Reconstruction project with Howrey Construction in the amount of \$153,596.00; and

WHEREAS, the City Council approved the Application for Partial Payment No. 1 application in the amount of \$144,480.75 on June 13, 2016; and

WHEREAS, on July 11, 2016, the City Council approved Change Order No. 1 in the amount of \$2,931.00 thereby increasing the contract amount to \$156,527.00; and

WHEREAS, the City Council approved the Application for Partial Payment No. 2 (Final – Prior to Retention Release) application in the amount of \$4,219.90 on July 11, 2016; and

WHEREAS, the City Engineer has submitted a Certificate of Completion stating the punchlist work has now been completed.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby accepts the Davis & Tyler Street Intersection Reconstruction Project Improvements.

PASSED AND APPROVED the 25th day of August, 2016

Jason Morse, Mayor

ATTEST:

Jenny Gibbons, City Clerk

CERTIFICATE OF COMPLETION

DAVIS AND TYLER STREET INTERSECTION RECONSTRUCTION PROJECT

Polk City, Iowa

AUGUST 5, 2016

We hereby declare that we have made an on-site review of the completed construction of the *Davis and Tyler Street Intersection Reconstruction Project* as performed by HOWERY CONSTRUCTION.

As Engineers for the project it is our opinion that the work performed is in substantial conformance with the plans and specifications, and that the final amount of the Contract is *\$156,527.00*. I hereby recommend acceptance of the project.

Respectfully submitted,

SNYDER & ASSOCIATES, INC.



Laura C. Lamberty, P.E.

Project Engineer

Snyder & Associates, Inc.

Iowa License Number 21814