

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, October 24, 2016
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on October 24, 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 Lindsey Williams Assistant City Administrator/Finance Director Jenny Gibbons City Clerk Amy Beattie City Attorney Kathleen Connor City Engineer Mike Schulte Public Works Director Trace Kendig Police Chief Jake Schreier Technology Director</p> <p><u>Staff Members Absent:</u> Dan Gubbins Fire Chief Kim Kellogg Library Director</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**

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 October 10, 2016
2. Consider motion to receive and file the P&Z Commission Minutes for October 17, 2016
3. Consider motion to approve the October 24, 2016 Claims
4. Consider motion to approve the September 2016 Finance Report
5. Consider motion to receive and file the September 2016 Police Report

MOTION CARRIED UNANIMOUSLY

6. **New Business**

1. **MOTION:** Council Member Anderson then introduced Resolution 2016-98 entitled “RESOLUTION SETTING DATES OF A CONSULTATION AND A PUBLIC HEARING on November 28, 2016 ON A PROPOSED AMENDMENT NO. 3 TO THE POLK CITY AREA II URBAN RENEWAL PLAN IN THE CITY OF POLK CITY, STATE OF IOWA”, and moved that the same be adopted. Council Member Sarchet seconded the motion to adopt. The roll was called and the vote was,

AYES: Sarchet, Anderson, Lane, Dvorak, Mordini

NAYS:

MOTION CARRIED UNANIMOUSLY whereupon, the Mayor declared the Resolution duly adopted

2. **MOTION:** Council Member Sarchet then introduced Resolution 2016-99 entitled “RESOLUTION DETERMINING THE NECESSITY AND SETTING DATES OF A CONSULTATION AND A PUBLIC HEARING on November 28, 2016 ON A PROPOSED DEER HAVEN URBAN RENEWAL PLAN FOR A PROPOSED URBAN RENEWAL AREA IN THE CITY OF POLK CITY, STATE OF IOWA”, and moved that the same be adopted. Council Member Anderson seconded the motion to adopt. The roll was called and the vote was,

AYES: Anderson, Lane, Dvorak, Mordini, Sarchet

NAYS:

MOTION CARRIED UNANIMOUSLY whereupon, the Mayor declared the Resolution duly adopted

3. **MOTION:** A motion was made by Dvorak and seconded by Anderson to approve Resolution 2016-100 setting a Public Hearing on November 14, 2016 for amending the Polk City Comprehensive Plan
MOTION CARRIED UNANIMOUSLY
4. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2016-101 setting a Public Hearing November 14, 2016 on a petition request rezoning 7.62 acres for Lakewoods Plat 1
MOTION CARRIED UNANIMOUSLY
5. **MOTION:** A motion was made by Sarchet and seconded by Anderson to approve Resolution 2016-102 approving the proposal from Polk County Heating & Cooling, Inc., for the Sports Complex Parking Lot improvements in the amount of \$25,900, with the total project not to exceed \$33,000
MOTION CARRIED UNANIMOUSLY
6. **MOTION:** A motion was made by Mordini and seconded by Lane to approve Resolution 2016-103 approving the amended Site Plan for Lakeside Fellowship
MOTION CARRIED UNANIMOUSLY
7. John Calhoun and Bob Miller with the Polk City Development Corporation (PCDC) presented a transition plan to unite PCDC and the Polk City Chamber under one management system by 2018 including a request for an increased budget for 2017
MOTION: A motion was made by Dvorak and seconded by Sarchet to approve PCDC funding proposal with \$50,000 paid January 1, 2017 and \$25,000 paid July 1, 2017
MOTION CARRIED UNANIMOUSLY
8. **MOTION:** A motion was made by Anderson and seconded by Sarchet to approve Resolution 2016-97 appointing the Neighborhood Citizen Group Representatives
MOTION CARRIED UNANIMOUSLY
9. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve the second reading of Ordinance 2016-2600 approving RTM Plat 1 rezoning of 0.533 acres from U-1 to M-1
MOTION CARRIED UNANIMOUSLY
10. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2016-93 approving the Easement agreement submitted at the October 10, 2016 Council Meeting
AYES: Sarchet, Dvorak, Mordini
NAYS: Anderson, Lane
MOTION CARRIED
7. **Mayor Report** | Mayor Morse reminded everyone Beggars Night is scheduled for October 30, 2016 from 6-8pm and the Square Lighting will be December 6, 2016 from 5-8pm
8. **Council Report**
 - Anderson reported on the last Planning and Zoning Commission meeting. He said the Commission discussed updating Ordinances to extend Site Plan reviews from 15 days to 21 days and to better define architectural design
 - Lane suggested a joint work session with Council and P&Z to review the MPO presentations on Complete Streets
9. **Council Discussion** | No discussion
10. **City Administrator Report** | Gary Mahannah, reviewed the P&Z workshop discussions regarding 3 major sections of the City Code of Ordinances tying in the recommendations of the Comprehensive Plan and Staff will take the commissions suggestions to draft Ordinances for Council to review
11. **City Reports**
 - Mike Schulte, Public Works Director informed Council that crews have been out trimming trees on the south side of Hugg Dr. Schulte also reported that 16,000 linear feet of sewer was cleaned this past week
 - Trace Kendig, Police Chief, said part time Officer Matt Auswegan started training and should be out on patrol by end of November
12. **Adjournment**
MOTION: A motion was made by Anderson and seconded by Lane to adjourn at 7:39 p.m.
MOTION CARRIED UNANIMOUSLY
Next Meeting Date – Monday, November 14, 2016

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk