

# Agenda -Notice of Meeting

Polk City | City Council

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April 8, 2024 | 6:00 pm

City Hall Council Chambers

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**Public Meeting participation in person or via phone**

**Call in # 515-726-3598 Participant Code 535355**

**Public members can also provide comments\* directly to [support@polkcityia.gov](mailto:support@polkcityia.gov)**

*\*any comments received before the time of the meeting will be made a part of the public hearing*

**Broadcast live and playback will be available at <https://www.youtube.com/c/polkcityiagovchannel>**

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Steve Karsjen | Mayor

Jeff Walters | Pro Tem

City Council Members: Rob Sarchet | Jeff Savage | Mandy Vogel | Nick Otis

## 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 contact the City Clerk by 6pm on the date of the meeting by email at [jcoffin@polkcityia.gov](mailto:jcoffin@polkcityia.gov) include your name and address for the record. The Mayor will recognize you for five minutes of comment.*

## 5. Consent Items

- a. City Council Meeting Minutes for March 25, 2024 at 5pm
- b. City Council Meeting Minutes for March 25, 2024 at 6pm
- c. Claims listing April 8, 2024
- d. Resolution 2024-38 approving Pay App No. 12 in the amount of \$16,212.91 for the Fire Department Remodel Project
- e. Twelve-month Tobacco permit for Kum & Go #135 effective July 1, 2023
- f. Set pay for Building Official, Cody Olson at \$41.72 per hour effective April 1, 2024
- g. Receive and file the March 2024 Water Department Report
- h. Receive and file Parks Commission Meeting Minutes for April 1, 2024
- i. Receive and file the March 2024 Parks & Recreation Director Report
- j. Receive and file Library Board Meeting Minutes for April 1, 2024
- k. Receive and file the March 2024 Library Director Report
- l. Acknowledge Resolution 2024-07L authorizing expenditures from a special revenue fund, expendable trust account for the purchase and installation of a Library Study Pod
- m. Acknowledge Resolution 2024-08L authorizing the Library Director to purchase a People Counter System for up to \$2,500 with funds from the FY24 Library Budget
- n. Acknowledge Library Study Room Policy
- o. Acknowledge Library Patron Behavior Policy
- p. Acknowledge Library Electronic Devices Policy
- q. Receive and file the March 2024 Fire Department Report
- r. Medical Director Contract for Todd Sexton to provide medical direction to PCFD effective July 1, 2024

- s. Special Events Application for the Police Summer Kick-Off Event June 7, 2024 with street closure in the 100 Block of 2<sup>nd</sup> Street between Broadway and Van Dorn Street from 12pm to 10:30pm
- t. Special Events Application for Polk City American Legion Summer Bike Nights with street closure of 1<sup>st</sup> street between Broadway and Van Dorn from 4p-9p on the following 2024 dates: May 10, June 14, July 12, August 9, September 13
- u. Resolution 2024-39 approving Senior Bond Issuance Certificate of Des Moines Metropolitan Wastewater Reclamation Authority Participating Community
- v. Twelve months High Proof Brew Pub Liquor License for Fenders effective April 14, 2024
- w. Legal services agreement not to exceed \$36,000 with Dorsey & Whitney LLP for 2024 SRF Water System Improvements
- x. Street Closure for E. Southside Drive related to Antler Ridge for six weeks during construction of sanitary sewer
- y. Resolution 2024-40 approving Pay App No. 1 in the amount of \$136,581.50 for the 2024 Street Repairs Project
- z. March 2024 Finance Report

**6. Business Items**

- a. Resolution 2024-41 rejecting development bids for 510 S. 3<sup>rd</sup> Street
- b. Snyder & Associates February 2024 Engineering Services invoice in the amount of \$31,645.75

**7. Mayor Proclamations** | Arbor Day April 26, 2024

**8. Reports & Particulars** | Mayor, Council, City Manager, Staff, Boards, and/or Commissions

**9. Adjournment** -- *next meeting date April 22, 2024*