

Agenda -Notice of Meeting

Polk City | City Council

December 14, 2022 | 6:00 pm

City Hall Council Chambers

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

**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>

Steve Karsjen | Mayor

Ron Anderson | Pro Tem

City Council Members: Jeff Walters | Dave Dvorak | Mandy Vogel | Rob Sarchet

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Public Hearings:

5. Presentations:

- a. FEH presentation on Fire Station Remodel Project
 - i. Resolution 2022-152 Ordering Construction of Certain Public Improvements, Fixing Dates for Public Hearing and Taking of Bids for Polk City Fire Station Remodel Project
- b. Monica Converse, Executive Director Go Polk City presentation of Annual Chamber Report and request for FY23 funding
 - i. Resolution 2022-153 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations to Go Polk City for FY23 & FY24
- c. Saylorville Dam Snowmobile Club
 - i. Resolution 2022-154 designating the route for the operation of snowmobiles within Polk City

6. 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 include your name and address for the record. The Mayor will recognize you for five minutes of comment.*

7. Consent Items

- a. City Council Meeting Minutes for November 28, 2022
- b. City Council Work Session Meeting Minutes for November 28, 2022
- c. Receive and file Parks Commission Meeting Minutes for December 5, 2022
- d. Claims listing December 14, 2022
- e. Receive and file the November Parks & Recreation Department Report
- f. Resolution 2022-155 approving the 2023 Polk County Joint E911 Service Board Appointment of the City of Polk City Representative and Alternate
- g. Resolution 2022-156 appointment of a Member and Alternate Members to the Polk County Emergency Management Commission for 2023

- h. Resolution 2022-157 appointing 2023 Polk City's Representatives to the Des Moines Area Metropolitan Planning Organization (MPO)
- i. Resolution 2022-158 appointing 2023 Polk City's Representatives on the Metro Waste Authority (MWA) Board of Directors
- j. Resolution 2022-159 appointing 2023 Polk City's Representatives on the Des Moines Metropolitan Wastewater Reclamation Authority Board Technical Committee (WRA)
- k. Appointment of Council Member, Mandy Vogel as Polk City Representative to Bravo Greater Des Moines
- l. Acknowledge Boards and Commission members term ending 12/31/2022 not seeking reappointment:
 - i. Josh Reed, Parks Commission
- m. Boards and Commission Reappointments, terms ending 12/31/2027:
 - i. Nick Otis, Parks Commission
 - ii. Kelley Haaland, Parks Commission
- n. N 3rd Street and Vista Lake Avenue Intersection Improvements Project
 - i. Resolution 2022-160 approving Change Order No. 2 in the reduction amount of **-\$63,771.67**
 - ii. Resolution 2022-161 approving Pay Application No. 9 in the amount of \$50,311.20
- o. Resolution 2022-162 approving street name changes
- p. Resolution 2022-163 authorizing application for FY2027 STBG Funding
- q. Set pay for Public Works new hire Kurt Huber, Operations Specialist I at a rate of \$22 per hour effective 12/19/22 pending successful completion of background check and pre-employment drug screen
- r. Set pay for Public Works Seasonal Part-Time new hire Kurt Hohnstrater at a rate of \$14 per hour effective 12/19/22 pending successful completion of background check and pre-employment drug screen
- s. Receive and file November 2022 Water Department Report
- t. Resolution 2022-164 approving Final Plat including engineering exhibit, agreement to complete, easements, warranty deed and legal documents for Wolf Creek Townhomes Plat 13
- u. Resolution 2022-165 waiving enforcement of certain requirements of the PUD as they apply to building setbacks for certain lots in Wolf Creek Townhomes Plat 13
- v. Receive and file November 2022 Fire Department Report
- w. Set pay increase for Deputy City Clerk, Meri Merritt at \$24.17 per hour effective 12/12/2022
- x. Schedule the City Wide Clean Up Curbside Event for Monday-Wednesday, April 24-26, 2023

8. Business Items

- a. Resolution 2022-166 approving termination of 28E agreement with Bravo Greater Des Moines
- b. First Reading of Ordinance 2022-2600 amending Chapter 165.18 Zoning Regulations. Off-Street Parking
- c. Second Reading of Ordinance 2022-2500 rezoning Leonard Senior Living from R-1, Single Family Residential to PUD, Planned Unit Development
- d. Snyder & Associates October 2022 Engineering Services Invoice in the amount of \$23,518.25

9. Reports & Particulars

Mayor Designations – rotation and flow

Mayor, Council, City Manager, Staff, Boards, and/or Commissions

10. Adjournment

--next meeting date January 9, 2023