

Agenda -Notice of Meeting

Polk City | City Council

February 12, 2024 | 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

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 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 January 22, 2024
- b. City Council Budget Work Session Meeting Minutes for February 2, 2024
- c. Claims listing February 12, 2024
- d. January 2024 Finance Report
- e. Receive and File Parks Commission Meeting Minutes for February 5, 2024
- f. Receive and File Parks & Recreation January 2024 Report
- g. Special Event Permit for Friends of the Parks Earth Day 5K and Pickleball Tournament on April 20th, including road closures of Van Dorn from 3rd Street to 1st Street and 2nd Street from Van Dorn NE for 120' (just past Rising Sun Café) from 7am to 3pm
- h. Receive and File Library Board Meeting Minutes for February 5, 2024
- i. Receive and File Library Director January 2024 Report
- j. Acknowledge Library Resolution 2024-04L authorizing the sale, donation or disposal of non-function or obsolete computer equipment & furniture
- k. Acknowledge Library Resolution 2024-05L hiring Nicole Straker as Youth Services Librarian at a rate of \$24.39 per hour
- l. Sara B&R LLC dba Polk City Liquor Class E Retail Alcohol License renewal effective 2/1/2024
- m. Resolution 2024-09 approving Pay Application No. 11 in the amount of \$49,657.11 for the Fire Station Remodel Project
- n. Appoint Lindsey Page to Parks Commission vacancy term ending December 31, 2028
- o. Receive and file 2023 Annual Audit Report
- p. Resolution 2024-10 approving an Annexation Agreement
- q. Resolution 2024-11 approving a Maintenance Agreement with Home State Bank
- r. Resolution 2024-12 appointing 2024 Polk City's Representatives on the Central Iowa Water Works (CIWW) Board

- s. Close W. Wood Street between S. 3rd Street and S. 4th Street for the duration of the City Hall/Community Room construction project
- t. Receive and file the January 2024 Water Report
- u. Receive and file the 2023 Annual Police Department Report
- v. Receive and file the January 2024 Fire Department Report
- w. Acknowledge Fire Department Standard Operating Guidelines (SOG) updates
- x. Set pay for new part-time hire Firefighter/Paramedic, Joel Otte, at a rate of \$22.66 per hour
- y. Set pay for new part-time hire Firefighter/EMT, Michael Sbrocco at a rate of \$18.03 per hour
- z. Resolution 2023-152A Amending Authorization to Apply for the Destination Iowa Grant from the Outdoor Recreation Fund
- aa. Resolution 2024-13 Authorizing Application to Assistance to Firefighters Grant (AFG)
- bb. Resolution 2024-14 approving Public Utility Easement
- cc. Set pay increase for full-time Firefighter/Paramedic, Alissa Furry at \$22.66 per hour

6. Business Items

- a. Council initiate rezoning and setting public hearings:
 - i. Resolution 2024-15 setting public hearing on rezoning 516 N 3RD Street from GF-1 to R-1
 - ii. Resolution 2024-16 setting public hearing on rezoning portions of five (5) lots along Hillcrest Drive (405, 409, 413, 417, and 421) from GF-1 to R-1
 - iii. Resolution 2024-17 setting public hearing on rezoning 106 S. 3rd Street from C-1 to CTS
 - iv. Resolution 2024-18 setting public hearing on rezoning City Parking Lot from C-1 to GF-1
 - v. Resolution 2024-19 setting public hearing on rezoning 1500 & 1600 W. Broadway from C-2 to GF-1
- b. Snyder & Associates December 2023 Engineering Services Invoice in the amount of \$39,266.75

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

8. Adjournment -- next meeting date February 26, 2024