

# Agenda -Notice of Meeting

Polk City | City Council

\*\*\*\*\*

January 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. Swear In Ceremony: Council Member Nick Otis & Jeff Savage
5. Presentation:
  - a. Greg Edwards, Catch Des Moines Annual Update
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](mailto: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 December 11, 2023
  - b. City Council Work Session Meeting Minutes for December 11, 2023
  - c. Claims listing January 8, 2024
  - d. November 2023 Finance Report
  - e. Receive and file the 2023 Goal Setting Report
  - f. Fire Department Remodel Project
    - i. Resolution 2024-01 Change Order No. 4 in the amount of \$5,123.79
    - ii. Resolution 2024-02 Pay App No. 10 (sub final with retainage held) in the amount of \$157,824.59
  - g. Set pay for new hire, Public Works Seasonal Laborer, Dave Osborn, at \$15.00 per hour
  - h. Resolution 2024-03 approving partial payment application No. 13 (Final – Retainage Release) North 3<sup>rd</sup> Street and Vista Lake Avenue Intersection Improvements Project in the amount of \$78,459.55
  - i. Resolution 2024-04 approving partial pay application No. 1 for High Trestle Trail to Neal Smith Trail Connector Project – Phase 2 in the amount of \$32,099.55
  - j. Disposal of Public Works 2008 Dump Truck including plow equipment
  - k. Disposal of Public Works 2008 Pick-Up Truck
  - l. Receive and file December 2023 Parks & Recreation Report

- m. Receive and file December 2023 Fire Department Report
- n. Acknowledge Fire Department Standard Operating Guidelines (SOG) updates
- o. Receive and file December 2023 Library Report
- p. Receive and file January 2, 2024 Library Board Meeting Minutes
- q. Receive and file December 2023 Police Department Report
- r. Resolution 2024-05 approving an Agreement to Complete with Home State Bank
- s. Receive and file December 2023 Water Report

**8. Business Items**

- a. Request for proposals (RFP) and authorizing the taking of bids for property located at 510 S 3<sup>rd</sup> Street
- b. Snyder & Associates, Inc. November 2023 Engineering Services Invoice in the amount of \$42,950

**9. Reports & Particulars**

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

**10. Adjournment**

*--next meeting date January 22, 2024*