

Agenda -Notice of Meeting

Polk City | City Council

March 27, 2023 | 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

Rob Sarchet | Pro Tem

City Council Members: Jeff Walters | Dave Dvorak | Mandy Vogel | Ron Anderson

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Public Hearing

- a. Public Hearing on proposed plans, specifications, form of contract and estimate of cost for the City Hall/Community Room Project
 - i. Resolution 2023-36 adopting plans
 - ii. Resolution 2023-37 awarding contract
 - iii. Resolution 2023-38 approving contract

5. 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.*

6. Consent Items

- a. City Council Meeting Minutes for March 13, 2023
- b. City Council Work Session Meeting Minutes for March 13, 2023
- c. Claims listing March 27, 2023
- d. February 2023 Finance Report
- e. Receive and file the P&Z Commission Meeting Minutes for March 20, 2023
- f. Resolution 2023-39 setting Public Hearing for the proposed FY 24 Budget
- g. Resolution 2023-40 approving Senior Bond Issuance Certificate of Des Moines Metropolitan Wastewater Reclamation Authority Participating Community
- h. Resolution 2023-41 approving contract in the amount of \$128,781 with Brothers Cleaning Corporation dba Brothers Concrete for the 2023 Street Repairs Project
- i. American Legion Special Events Request closing 1st Street between Broadway and Van Dorn Street
 - i. May 6, 2023 11am to 2pm
 - ii. May 12, 2023 4pm to 9pm
- j. Twelve months High Proof Brew Pub Liquor License for Fenders effective April 1, 2023
- k. Billing Clerk Job Description
- l. Polk City Friends of the Parks Special Events Request closing Van Dorn Street between 1st and 3rd Street on April 22nd from 7am to 1pm

- m. PCPD Summer Kick-off Event request closing 2nd Street between Broadway and Van Dorn Street on June 2nd from 12pm to 10:30pm
- n. Set pay for FD Promotion of Firefighter/EMT Brice Hibbing to Maintenance Lieutenant at a rate of \$18.50 per hour effective April 3, 2023
- o. Police Sergeant Job Description
- p. Receive and file the February 2023 Police Department Report
- q. Set pay for Public Works Seasonal Part-Time Position at a rate of \$14 per hour effective March 28, 2023
- r. Receive and file Audit RFP bid results and approve 5-year Audit Agreement

7. Business Items

- a. Leonard Senior Living
 - i. Resolution 2023-42 approving PUD Master Plan
 - ii. Resolution 2023-43 approving Preliminary Plat/Site Plan
- b. Kahler Golf
 - i. Resolution 2023-44 approving Preliminary Plat
 - ii. Resolution 2023-45 approving Site Plan
 - iii. Resolution 2023-46 approving Final Plat
- c. Resolution 2023-47 authorizing real estate purchase agreement in the amount of \$105,000
- d. Snyder & Associates January 2023 Engineering Services Invoice in the amount of \$21,603.25
- e. Third Reading of Ordinance 2023-4000 approving rezoning of property owned by the City of Polk City located at 214 S. 3rd Street and 302 W. Van Dorn Street from C-1 Central Business District to U-1 Utility District

8. Reports & Particulars

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

9. Adjournment

--next meeting date April 10, 2023