

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:00 p.m., May 10, 2021**  
**City Hall – Council Chambers**

Polk City, City Council held a meeting in the City Hall Council Chambers with public participation via phone at 6:00 p.m., on May 10, 2021. The Agenda was posted at the City Hall office as required by law.

**These tentative minutes reflect all action taken at the meeting.**

1. **Call to Order** | Mayor Morse called the meeting to order at 6:00 p.m.
2. **Roll Call** | Walters, Dvorak, Vogel, Anderson, Sarchet | In attendance
3. **MOTION:** A motion was made by Anderson and seconded by Walters to approve the agenda  
**MOTION CARRIED UNANIMOUSLY**
4. **Presentation** | Cris Christenson and Justin Vogel, Board Members of Iowa Foundation for Parks and Recreation presented Jason Thraen and the Parks & Recreation Department with a check in the amount of \$1000 for equipment purchases and a check in the amount of \$2500 for Derecho Repairs.
5. **Public Hearings:**
  - a. Mayor Morse opened the Public Hearing for the proposed FY 20.21 Budget Amendment at 6:01p.m. City Clerk, Jenny Gibbons, said that the notice was published April 23, 2021 and no comments had been received for or against the proposed budget amendment. City Manager, Huisman provided a report and reviewed the overall proposed amendment.  
**MOTION:** A motion was made by Dvorak and seconded by Vogel to close the public hearing at 6:05 p.m.  
**MOTION CARRIED UNANIMOUSLY**
    - i. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2021-35 approving FY 20.21 Budget Amendment  
**MOTION CARRIED UNANIMOUSLY**
  - b. Mayor Morse opened the Public Hearing for the proposed Vacation of Drainage Easement at 6:08p.m. City Clerk, Jenny Gibbons, said that the notice was published April 30, 2021 and no comments had been received for or against the proposed easement vacation. City Engineering Representative, Connor provided a report.  
**MOTION:** A motion was made by Vogel and seconded by Anderson to close the public hearing at 6:11 p.m.  
**MOTION CARRIED UNANIMOUSLY**
    - i. **MOTION:** A motion was made by Walters and seconded by Dvorak to approve the first reading of Ordinance 2021-1400 vacating Drainage Easement  
**MOTION CARRIED UNANIMOUSLY**
      - a) **MOTION:** A motion was made by Walters and seconded by Vogel to approve waiving the second and third reading of Ordinance 2021-1400 vacating Drainage Easement  
**MOTION CARRIED UNANIMOUSLY**
    - ii. **MOTION:** A motion was made by Vogel and seconded by Walters to approve Resolution 2021-36 approving Record of Lot Tie Agreements, acceptance of 30' Surface Water Flowage Easement and Plat of Survey for Parcels 2021-5 and 2021-6  
**MOTION CARRIED UNANIMOUSLY**
6. **Public Comments** | None
7. **Consent Items**  
**MOTION:** A motion was made by Vogel and seconded by Dvorak to approve the consent agenda items.
  - a. City Council Meeting Minutes for April 26, 2021
  - b. City Council Work Session Meeting Minutes for April 26, 2021
  - c. Receive and file Parks Commission Meeting Minutes for May 3, 2021
  - d. Claims listing May 10, 2021
  - e. RFP for Soil Quality Restoration
  - f. Receive and file April 2021 Water Report
  - g. Receive and file April 5, 2021 Library Board Meeting Minutes
  - h. Receive and file the March and April Library Director Reports
  - i. Acknowledge Library Resolution 2021-03L Authorizing appropriate disposal of certain Library furniture
  - j. Resolution 2021-37 Acceptance of Public Improvements for Creekview Estates Plat 1

- k. Resolution 2021-38 approving Construction Drawings for Ledgestone Ridge Public Improvements
- l. Resolution 2021-40 to apply for Wellmark Foundation small grant application in the amount of \$25,000
- m. Resolution 2021-41 setting public hearing on the vacation of a drainage easement in Big Creek Valley Plat 1
- n. Resolution 2021-42 to apply for Prairie Meadows Community Betterment Grant in the amount of \$75,000
- o. Resolution 2021-43 to apply for the COVID-19 Recreational Trails Program in the amount of \$550,000
- p. Receive and File the April 2021 Parks & Recreation Department Report
- q. Firefighter/Paramedic Job Description

**MOTION CARRIED UNANIMOUSLY**

**8. Business Items**

- a. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2021-39 approving Pay App No 2 for 2021 Street Repairs Project in the amount of \$68,914.20

**MOTION CARRIED UNANIMOUSLY**

- b. **MOTION:** A motion was made by Walters and seconded by Dvorak to approve the Third Reading of Ordinance 2021-1300 rezoning 77.66 acres of Knapp Properties located North and East of 220 E. Vista Lake Avenue from A-1 to R-1, from A-1 to R-1A, and from R-1 to R-1A

**YES: Dvorak, Vogel, Walters**

**NO: Anderson, Sarchet**

**MOTION CARRIED**

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

**Mayor Proclamations:**

**National Emergency Medical Services (EMS) Week May 16-22**

**National Public Works Week May 16-22**

- Parks & Recreation Director Thraen reported MidAmerican CARES, their corporate Citizenship Program awarded the City with funding in the amount of \$10,000 for Lost Lake Estates Park Phase II. CARES stands for Community Enhancement, Arts and Culture, Environmental Respect, Education/STEM and Safety.
- Council Member Anderson requested staff check with the user groups on the plan for the Sports Complex Concession Stand.
- Council Member Sarchet said he is in support of the groups using the sports complex and hopes as things move forward a two-way dialogue can develop with the City and if the City can provide suggestions for improving safety concerns with the limited parking available regarding scheduling, he'd hope the groups would be open to suggestions.
- Council Member Vogel said the transition period between games at the Sports Complex is the most congested but since concessions and scheduling are currently handled by non-city groups it may take a few transition years to see how they fit together with the City. Vogel also thanked the Staff for the effort on grant applications and finding outside funding sources.
- City Manager Huisman thanked Council for allowing the CARES act money awarded to Polk City in November to be used amongst the departments to help them get caught up after a tough year with a spending freeze due to COVID.
- Council Member Sarchet said he received information from MAC regarding the Senate and the House property tax issues and is anxious to see where that ends up.

**10. Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Vogel to adjourn at 6:33 p.m.

**MOTION CARRIED UNANIMOUSLY**

Next Meeting Date –May 24, 2021

\_\_\_\_\_  
Jason Morse, Mayor

Attest

\_\_\_\_\_  
Jenny Gibbons, City Clerk