

MEETING MINUTES
The City of Polk City
Work Session
5:00 p.m., Monday, March 11, 2024
City Hall Council Chambers

A Council Work Session was held on March 11, 2024, at 5:00 p.m. at the City Hall Council Chambers in Polk City, Iowa.

<p><u>Mayor and City Council Members Present:</u> Steve Karsjen Mayor Jeff Walters Pro Tem Rob Sarchet City Council Member Jeff Savage City Council Member Nick Otis City Council Member</p> <p><u>Mayor and City Council Members Absent:</u> Mandy Vogel City Council Member</p>	<p><u>Staff Members Present:</u> Chelsea Huisman City Manager Jenny Coffin City Clerk/Treasurer Mike Schulte Public Works Director Jeremy Siepker Police Chief Jason Thraen Parks & Recreation Director Cody Olson Building Official Jamie Noack Library Director Karla Hogrefe Fire Chief Meri Merritt Deputy City Clerk</p>
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Minutes

City Manager Huisman provided an update on the proposed FY 24/25 Budget. She reviewed valuations increase, explained using more TIF money to buy down Debt Service for trail projects and she reported the average tax levy rate in the Metro is \$12.27 per \$1000 assessed. The council discussed reviewing the percentage Polk City collects on franchise fees and asked staff to provide a metro comparison. Huisman reviewed the next steps in the budget process that will take place on March 25th. The Property Tax Levy Hearing will be held at 5pm, and at 6pm the Council will order notice of Budget Adoption Hearing, which will be held on April 22nd.

Huisman reported she’s been working on the future Capital Improvement Plan and is showing around 40 projects that the Council will need to review and rank at a future meeting. Huisman asked for guidance on what the Council would like to see done with the old City Hall building. Huisman provided a history summary of the property dating back to 1863. She also reviewed the Downtown Assessment report that showed some options for the space to be repurposed if the north lean-to and the south chamber areas were removed and the original structure renovated. Mayor and Council discussed various ideas and directed staff to obtain quotes on removing both the north and the south portions of the buildings, and then bringing that information back for an engaging session on what the space needs to be for the community as a whole.

Motion was made by Walters and seconded by Otis to Adjourn at 5:43 p.m.

Motion carried Unanimously.

Steve Karsjen, Mayor

Attest

Jenny Coffin, City Clerk