

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m. November 22, 2021
City Hall – Council Chambers

Polk City, City Council held a meeting in the City Hall Council Chambers with public participation in person and via phone at 6:00 p.m., November 22, 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 (via Zoom), Vogel, Anderson, Sarchet | In attendance
3. **MOTION:** A motion was made by Anderson and seconded by Vogel to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Public Hearings**
 - a. Mayor Morse opened the Public Hearing on the proposed Development Agreement with Hy-Vee Inc., at 6:01 pm. City Clerk Coffin, said that the notice was published November 12, 2021 and no comments had been received for or against the proposed agreement. City Manager Huisman provided a brief report. No one was present to be heard for or against the agreement.
MOTION: A motion was made by Walters and seconded by Sarchet to close the public hearing at 6:02 pm.
MOTION CARRIED UNANIMOUSLY
 - i. **MOTION:** A motion was made by Walters and seconded by Vogel to approve Resolution 2021-121 approving Development Agreement with Hy-Vee, Inc., Authorizing Annual Appropriation Tax Increment Payment and Pledging Certain Tax Increment Revenues to the Payment of the Agreement
MOTION CARRIED UNANIMOUSLY
 - b. Mayor Morse opened the Public Hearing on the proposed amendment to the FY 21.22 Budget at 6:04 pm. City Clerk Coffin, said that the notice was published November 5, 2021 and no comments had been received for or against the proposed amendment. City Manager Huisman, provided a brief report. No one was present to be heard for or against the proposed amendment.
MOTION: A motion was made by Vogel and seconded by Sarchet to close the public hearing at 6:05 pm.
MOTION CARRIED UNANIMOUSLY
 - i. **MOTION:** A motion was made by Vogel and seconded by Walters to approve Resolution 2021-122 approving FY 21.22 Budget Amendment No. 1
MOTION CARRIED UNANIMOUSLY
5. **Presentation** | Clint Torp, Director of Operations of the Des Moines International Airport gave a New Terminal Funding Presentation to Mayor and Council.
6. **Public Comments** | None
7. **Consent Items** | Council Member Walters requested item 7.i be pulled for discussion
 - a. City Council Meeting Minutes for November 8, 2021
 - b. City Council Goal Setting Work Session Minutes for November 17, 2021
 - c. Receive and file the November 15, 2021, Planning & Zoning Commission Meeting Minutes
 - d. Claims listing November 22, 2021
 - e. October 2021 Finance Report
 - f. Resolution 2021-123 amending fees for certain City services
 - g. Resolution 2021-124 Ordering Construction of Certain Public Improvements, Fixing Dates for Public Hearing and Taking of Bids for N 3rd Street and Vista Lake Avenue Intersection Improvements
 - h. Street Closings for Light Up Polk City event December 3, 2021, from 4-10pm
 - i. 2nd Street from Van Dorn through Broadway
 - ii. Broadway from 1st Street through 2nd Street
 - ~~i. Cancel December 27, 2021 City Council Meeting~~
 - j. Receive and file the October 2021 Police Department report
 - k. Receive and file the October 2021 Fire Department report

MOTION: A motion was made by Walters and seconded by Sarchet to approve the amended consent agenda items
MOTION CARRIED UNANIMOUSLY

7.i Cancel December 27, 2021 City Council Meeting was discussed to recognize outgoing Mayor Morse

MOTION: A motion was made by Walters and seconded by Walters to approve agenda item 7.i Cancel December 27, 2021 City Council Meeting

MOTION CARRIED UNANIMOUSLY

8. **Business Items**

a. Hout Plat

i. **MOTION:** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2021-125 approving Development Agreement with First Choice Renovations

MOTION CARRIED UNANIMOUSLY

ii. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve Resolution 2021-126 approving Final Plat for Hout Plat 1

MOTION CARRIED UNANIMOUSLY

b. Four Seasons Polk City

i. **MOTION:** A motion was made by Vogel and seconded by Walters to approve Resolution 2021-127 approving Development Agreement with MJR Development

MOTION CARRIED UNANIMOUSLY

ii. **MOTION:** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2021-128 approving an agreement to complete

MOTION CARRIED UNANIMOUSLY

iii. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve Resolution 2021-129 approving Final Plat for Four Seasons Polk City Plat 1

MOTION CARRIED UNANIMOUSLY

c. **MOTION:** A motion was made by Vogel and seconded by Anderson to approve the September 2021 Snyder and Associates Engineering Services invoice in the amount of \$69,635.75

YES: Anderson, Dvorak, Vogel, Sarchet

ABSTAIN: Walters

MOTION CARRIED

d. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the Second Reading of Ordinance 2021-2300 Amending Chapter 69 Parking Regulations

MOTION CARRIED UNANIMOUSLY

e. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve the Second Reading of Ordinance 2021-2400 Adopting the “Code of Ordinances of the City of Polk City, Iowa”

MOTION CARRIED UNANIMOUSLY

f. **MOTION:** A motion was made by Vogel and seconded by Anderson to approve the Third Reading of Ordinance 2021-2100 Mobile Food Vendors

MOTION CARRIED UNANIMOUSLY

g. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve the Third Reading of Ordinance 2021-2200 Amending Chapter 57 Dangerous and vicious Animals

MOTION CARRIED UNANIMOUSLY

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

- City Manager Huisman gave a reminder about Light Up Polk City event on December 3rd at 6pm on the Square.
- Council Member Sarchet acknowledged P&Z Commission Member, Dennis Dietz as his term is expiring at the end of the year and he is not reapplying. Sarchet thanked Dietz for his 15 years of service to Polk City.
- Mayor Morse thanked Council Member Vogel (Pro-Tem) for filling in at the previous Council meeting in Mayor’s absence.

10. **MOTION:** A motion was made by Vogel and seconded by Walters at 6:39 pm to enter into **Closed Session** under Code of Iowa; Chapter 21 Official Meetings open to Public; **section 5 Closed Session**; sub paragraph 1.j To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the

governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.

MOTION CARRIED UNANIMOUSLY

11. *(AFTER CLOSED SESSION ENDED AT 7:47 pm)* No action was taken on closed session item

12. ***Adjournment***

MOTION: A motion was made by Walters and seconded by Anderson to adjourn at 7:47 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date –December 13, 2021

Attest

Jason Morse, Mayor

Jenny Coffin, City Clerk