Polk City, City Council held a meeting via ZOOM at 6:00 p.m., on October 26, 2020. 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, Vogel, Dvorak, Anderson, Sarchet | In attendance via zoom

3. **Approval of Agenda**
   **MOTION:** A motion was made by Anderson and seconded by Vogel to approve the meeting agenda
   **MOTION CARRIED UNANIMOUSLY**

4. **Public Hearings**
   a. **Budget Amendment**
      i. Mayor Morse opened the Public Hearing at 6:01 p.m. on the proposed amendment to the FY 20/21 Budget. City Clerk, Jenny Gibbons, said that the notice was published October 9 and no comments had been received for or against the amendment. City Manager, Chelsea Huisman, provided a report.
      **MOTION:** A motion was made by Dvorak and seconded by Vogel to close the public hearing at 6:03 p.m.
      **MOTION CARRIED UNANIMOUSLY**
   ii. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve Resolution 2020-119 approving FY 20/21 Budget Amendment #1
      **MOTION CARRIED UNANIMOUSLY**
   b. **Proposed Development Agreement with Polk City Chamber of Commerce**
      i. Mayor Morse opened the Public Hearing at 6:03 p.m. on the proposed Development Agreement. City Clerk, Jenny Gibbons, said the notice was published October 17, 2020 and no comments had been received for or against the agreement. City Manager, Chelsea Huisman provided a report.
      **MOTION:** A motion was made by Anderson and seconded by Dvorak to close the public hearing at 6:05 p.m.
      **MOTION CARRIED UNANIMOUSLY**
   ii. **MOTION:** A motion was made by Vogel and seconded by Walters to approve Resolution 2020-120 approving Development Agreement with Polk City Chamber of Commerce, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement
      **MOTION CARRIED UNANIMOUSLY**
   iii. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2020-121 Authorizing Internal Advance for Funding of Urban Renewal Admin Support Program
      **MOTION CARRIED UNANIMOUSLY**
   iv. **MOTION:** A motion was made by Walters and seconded by Walters to approve Resolution 2020-122 Authorizing Internal Advance of Funding of Urban Renewal Polk City Chamber of Commerce Support Program
      **MOTION CARRIED UNANIMOUSLY**

5. **Public Comments** | **NONE**

6. **Consent Items**
   **MOTION:** A motion was made by Walters and seconded by Dvorak to approve the consent agenda items.
   a. City Council Meeting Minutes for October 12, 2020
   b. City Council Work Session Meeting Minutes for October 12, 2020
   c. Receive and file the October 19, 2020 P&Z Commission Meeting Minutes
   d. Claims listing October 12, 2020
   e. September 2020 Finance Report
   f. Approve Bryce Duckett as Public Works winter seasonal part time worker at $14.00 an hour effective
   g. Resolution 2020-128 setting a public hearing on a petition to rezone 13.09 acres from M-1 to R-1 and .26 acres from R-2 to R-1 located east of 220 E Vista Lake Avenue in the area known as Big creek Technology Campus (BCTC)
   h. Receive and file the September 2020 Police Report
   i. Receive and file the September 2020 Fire Department Report
j. Approve budgeted purchase of 14 SCBAs, 40 face masks, a Rapid Intervention pack, various connection adapters, batteries, and charger in the amount of $108,650
k. Resolution 2020-130 adopting PA-41 Segregation of Duties Policy
   MOTION CARRIED UNANIMOUSLY

7. Business Items
   a. MOTION: A motion was made by Vogel and seconded by Sarchet to approve Resolution 2020-123 approving Polk City Storage Site Plan
      MOTION CARRIED UNANIMOUSLY
   b. Lakewoods
      i. MOTION: A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2020-124 approving Construction Drawings for Lakewoods Plat 2
         MOTION CARRIED UNANIMOUSLY
      ii. MOTION: A motion was made by Vogel and seconded by Dvorak to approve Resolution 2020-125 approving Lakewoods Townhomes Site Plan
         MOTION CARRIED UNANIMOUSLY
   c. MOTION: A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2020-126 approving a Lot Tie agreement and approving a Site Plan for North Polk Intermediate School contingent that no further permits shall be issued after March 31, 2021 until an agreement between the City and the School District is reached regarding traffic intersection improvements
      YES: Dvorak, Sarchet, Walters, Vogel
      NO: Anderson
      MOTION CARRIED
   d. MOTION: A motion was made by Dvorak and seconded by Vogel to approve Resolution 2020-127 approving an agreement to complete and Final Plat for Creekview Estates
      MOTION CARRIED UNANIMOUSLY
   e. MOTION: A motion was made by Walters and seconded by Vogel to approve Resolution 2020-129 approving an amended Preliminary Plat for Bridgeview Plat 2
      MOTION CARRIED UNANIMOUSLY
   f. MOTION: A motion was made by Dvorak and seconded by Sarchet to approve an Engineering Services Agreement with Snyder and Associates, Inc. in the amount of $17,500 for the 2020 Trail Study – Trail Connections to Polk City Square
      YES: Sarchet, Vogel, Dvorak, Anderson
      ABSTAIN: Walters
      MOTION CARRIED
   g. MOTION: A motion was made by Dvorak and seconded by Vogel to approve Snyder and Associates Engineering September 2020 invoice in the amount of $40,245
      YES: Vogel, Dvorak, Anderson, Sarchet
      ABSTAIN: Walters
      MOTION CARRIED
   h. Kathleen Connor, City Engineering Representative reviewed the major proposed changes to the Polk City Subdivision Ordinance. Council discussed options on moving forward and determined further discussion was needed at the work session on November 9th, with plans to hold the first reading of the amendment November 23, 2020.

8. Reports & Particulars | Mayor, Council, City Manager, Staff, Boards, and/or Commissions
   • Council Member Anderson said he hopes everyone understands the background with North Polk School, and wants to ensure he did not offend anyone.
   • Council Member Dvorak said we are all just trying to do our best for Polk City.
   • Council Member Sarchet encouraged everyone to watch the P&Z meeting to see how well they handled the School, Wolf Creek and input on the Subdivision amendments. He said he is proud of how good they work together as a volunteer group. Sarchet shared his disappointment with the lack of attendees at the Community Visioning Group reveal the previous weekend but said he appreciates the volunteers work as their committee roles come to an end. He suggested that Jason Thraen, Parks & Rec Director could work with Go Polk City to see if more funding could be found similar to the tree carving funding for the City to invest in painting some of the retaining walls in and around the City. Sarchet said he would like the Council to take a group approach to improve communication to the public.
- Council Member Vogel said it is good to see all the things moving forward to put our City in the best position possible and she said she is excited to see the Subdivision amendments include some of the items Council has made a priority such as top soil. Vogel said taking the derecho damaged tree and turning it into a beautiful carving on the square speaks to the resilience of our community.
- Mayor Morse reminded everyone to go vote next week.

9. Adjournment

MOTION: A motion was made by Anderson and seconded by Dvorak to adjourn at 8:01 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – November 9, 2020

________________________________________________________________________________________

Attest

________________________________________________________________________________________

Jenny Gibbons, City Clerk

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Jason Morse, Mayor