

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:00 p.m. June 26, 2023**  
**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., June 26, 2023. 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** | Council Member Anderson called the meeting to order at 6:00 p.m.
2. **Roll Call** | Dvorak, Sarchet (via Zoom), Vogel, Anderson | In attendance  
Walters, Mayor Karsjen | Absent
3. **MOTION:** A motion was made by Vogel and seconded by Dvorak to approve the agenda  
**MOTION CARRIED UNANIMOUSLY**
4. **Public Comments** | None
5. **Consent Items** |
  - a. City Council Meeting Minutes for June 12, 2023
  - b. City Council Work Session Meeting Minutes June 12, 2023
  - c. Board of Adjustment Meeting Minutes for June 8, 2023
  - d. Receive and file the P&Z Commission Meeting Minutes for June 19, 2023
  - e. Claims listing June 26, 2023
  - f. May 2023 Finance Report
  - g. Amend Board of Adjustment application filing fee to \$150
  - h. Set pay for Katie Berglund, Recreation Specialist, \$15 per hour
  - i. Twelve-month Tobacco Permit for Polk City Liquor effective July 1, 2023
  - j. Twelve-month Class C Liquor License for Tournament Club of Iowa LLC with Outdoor Services and Sunday Sales effective June 1, 2023
  - k. Twelve-month Class C Liquor License for Waters Edge with Outdoor Services and Sunday Sales effective June 24, 2023
  - l. Special Events Application for Polk City American Legion Summer Bike Nights fundraiser for Bikers against child abuse (BACA) with street closure of 1<sup>st</sup> street between Broadway and Van Dorn on July 1, 2023 from 12p-9p
  - m. Special Events Application for Polk City American Legion Summer Bike Nights fundraiser for Combat Veterans Motorcycle Association with street closure of 1<sup>st</sup> street between Broadway and Van Dorn on July 29, 2023 from 12p-9p
  - n. Resolution 2023-84 updating and confirming the salaries for the staff of the City of Polk City Iowa
  - o. Resolution 2023-85 approving year-end transfers for the City of Polk City Iowa
  - p. Resolution 2023-87 approving Pay Application No. 1 for the City Hall/Community Room project in the amount of \$142,178.33

**MOTION:** A motion was made by Dvorak and seconded by Vogel to approve the consent agenda items  
**MOTION CARRIED UNANIMOUSLY**
6. **Business Items**
  - a. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2023-86 Awarding General Obligation Corporate Purpose Bonds, Series 2023  
**MOTION CARRIED UNANIMOUSLY**
  - b. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve the First Reading of Ordinance 2023-9200 amending Chapter 165.23 Board of Adjustment  
**MOTION CARRIED UNANIMOUSLY**

- c. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve the Third Reading of Ordinance 2023-9000 amending Chapter 92, Water Rates, Section 92.02, Rates for Service  
**MOTION CARRIED UNANIMOUSLY**
- d. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve the Third Reading of Ordinance 2023-9100 amending Chapter 99, Section 99.02, Sewer Service Charges  
**MOTION CARRIED UNANIMOUSLY**

7. **Reports & Particulars** | Mayor, Council, City Manager, Staff, Boards, and/or Commissions | None

8. **Adjournment**

**MOTION:** A motion was made by Dvorak and seconded by Vogel to adjourn at 6:12 pm.  
**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – July 10, 2023*

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Steve Karsjen, Mayor

Attest

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Jenny Coffin, City Clerk