

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m. October 25, 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., October 25, 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, Sarchet | In attendance
Anderson | Absent
3. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Recognition: Citizen Academy Participants** | Mayor Morse recognized the following participants in the first annual Citizen Academy Program: Tim McCann, Angie McCann, Jeff Savage, Steve Karsjen, Christy Steva, Steve Loiacano, Ashley Delaney, Robert McCracken, Tom McGovern. Council asked for feedback from the group and participants said they learned a lot about the City and its Departments. They were impressed with the commitment and knowledge of staff and learned City Government is more complicated than they thought. They said it was nice to get to know other people in the community and be introduced to City Staff. They appreciated how well everyone worked together to pitch in and get the jobs done and enjoyed the enthusiasm of the staff. Council thanked the participants for attending and applauded Staff efforts on a well-organized program.
5. **Public Comments** | None
6. **Consent Items**
 - a. City Council Meeting Minutes for October 11, 2021
 - b. Claims listing October 25, 2021
 - c. September 2021 Finance Report
 - d. Receive and file the September 2021 Police Department Report
 - e. Resolution 2021-101 Setting Public Hearing on November 8, 2021, at 6pm on the proposal to adopt a revised Code of Ordinances for the City of Polk City
 - f. Resolution 2021-102 Setting Public Hearing on November 8, 2021, at 6pm for the Vacation of a Roadway Easement associated with Four Seasons
 - g. Resolution 2021-103 Setting Public Hearing on November 22, 2021, at 6pm for FY 21.22 Budget Amendment No. 1
 - h. Resolution 2021-104 approving an Agreement to Complete with Kwik Star
 - i. Resolution 2021-107 Authorizing Acceptance of Documents from Dyowa, LLC regarding N. 3rd Street and Vista Lake Avenue Intersection Improvements Project
 - j. Resolution 2021-108 Authorizing Acceptance of Documents from Iowa Asset Acquisition, LLC regarding N. 3rd Street and Vista Lake Avenue Intersection Improvements Project
 - k. Resolution 2021-109 Authorizing Acceptance of Documents from TMMC Enterprises, LLC regarding N. 3rd Street and Vista Lake Avenue Intersection Improvements Project
 - l. Resolution 2021-110 Authorizing Acceptance of Documents from Wolf Creek Townhomes Association regarding N. 3rd Street and Vista Lake Avenue Intersection Improvements Project
 - m. Resolution 2021-115 Setting Public Hearing on November 8, 2021, at 6pm for the Vacation of a Certain Easement associated with Hy-Vee's future location in Crossroads at the Lakes Plat 2
 - n. Receive and file the October 18, 2021 Planning & Zoning Commission Meeting Minutes

MOTION: A motion was made by Dvorak and seconded by Vogel to approve the consent agenda items
MOTION CARRIED UNANIMOUSLY

7. **Business Items**

- a. Matt White presented an RFP proposal from Polk City Community Visioning for soliciting Artist proposals for future Murals to be located throughout Polk City.
- b. **MOTION:** A motion was made by Walters and seconded by Dvorak to approve Resolution 2021-111 approving Plat of Survey for 402 & 406 Walnut Street
MOTION CARRIED UNANIMOUSLY
- c. Lakewoods Plat 2
 - i. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2021-112 accepting Public Improvements
MOTION CARRIED UNANIMOUSLY
 - ii. **MOTION:** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2021-113 approving the Final Plat, Engineer's Exhibit, Right-of-Way and Easements
MOTION CARRIED UNANIMOUSLY
- d. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve Resolution 2021-114 accepting the Public Improvements associated with Edgewater Drive Extension
MOTION CARRIED UNANIMOUSLY
- e. 2019 Street Repairs Project
 - i. **MOTION:** A motion was made by Walters and seconded by Dvorak to approve Resolution 2021-105 approving Change Order No. 2 in the amount of **-\$18,518**
MOTION CARRIED UNANIMOUSLY
 - ii. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve Resolution 2021-106 approving Pay App No. 6 (sub-final) in the amount of \$0.00 and acceptance of the project
MOTION CARRIED UNANIMOUSLY
- f. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve the First Reading of Ordinance 2021-2100 Mobile Food Vendors
MOTION CARRIED UNANIMOUSLY
- g. **MOTION:** A motion was made by Vogel and seconded by Walters to approve the First Reading of Ordinance 2021-2200 Amending Chapter 57 Dangerous and vicious Animals
MOTION CARRIED UNANIMOUSLY
- h. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the Second Reading of Ordinance 2021-2000 Backflow Prevention Ordinance
MOTION CARRIED UNANIMOUSLY

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

- Fire Chief Mitchell thanked the community for coming out and supporting the FD at the pancake breakfast in record numbers.
- Council Member Dvorak thanked everyone for the support and sympathy throughout the past several weeks in dealing with his father's passing.
- Council Member Sarchet said it is good to have Dvorak back and told Mitchell great job with pancake fundraiser. He called attention to Kyle Hout, Polk City resident and Home Builder, for all the work he has done in the last 18 months redeveloping the community in areas that needed revitalization.

9. **Adjournment**

- MOTION:** A motion was made by Dvorak and seconded by Vogel to adjourn at 6:49 p.m.
MOTION CARRIED UNANIMOUSLY

Next Meeting Date –November 8, 2021

Jason Morse, Mayor

Attest

Jenny Coffin, City Clerk