MEETING MINUTES
City of Polk City
City Council Meeting
6:00 p.m. February 23, 2026
City Hall – Council Chambers

The City Council for Polk City, Iowa held a meeting in the City Hall Council Chambers at 6:00 p.m., February 23, 2026
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 Karsjen called the meeting to order at 6:00 p.m.*

2. ***Roll Call*** | Sarchet, Savage, Hill, Otis | In attendance; Dvorak | Absent

3. ***MOTION:*** A motion was made by Savage and seconded by Otis to approve the agenda.
   MOTION CARRIED UNANIMOUSLY

4. ***Public Hearing***
   a. Mayor Karsjen opened the Public Hearing on Amending the Polk City Comprehensive Plan at 6:00 p.m. City Clerk Lawton said the notice was published February 6, 2026 and no written comments had been received for or against the proposed amendment to the Polk City Comprehensive Plan. City Engineer Thornburgh provided a report. Mayor Karsjen announced that all comments heard regarding the Comprehensive Plan amendment hearing would be made part of the public hearing for the Rezoning. No one was present to be heard for or against the proposed Amendment to the Polk City Comprehensive Plan.
   MOTION: A motion was made by Otis and seconded by Hill to close the public hearing at 6:06 pm.
      i. ***MOTION***: A motion was made by Savage and seconded by Sarchet to approve Resolution approving Amended Polk City Comprehensive Plan.
      MOTION CARRIED UNANIMOUSLY

   b. Mayor Karsjen opened the Public Hearing on the proposed rezoning of property owned by Ledgestone Properties, LLC at 6:07 p.m. City Clerk Lawton said the notice was published February 6, 2026 and no written comments had been received for or against the proposed rezoning of property owned by Ledgestone Properties, LLC. City Engineer Thornburgh provided a report. Mayor Karsjen announced that all comments heard regarding the rezoning hearing would be made part of the public hearing for the Comprehensive Plan amendment. No one was present to be heard for or against the proposed rezoning of property owned by Ledgestone Properties, LLC.
   MOTION: A motion was made by Otis and seconded by Hill to close the public hearing at 6:15 pm.
      i. ***MOTION***: A motion was made by Sarchet and seconded by Savage to approve First Reading of Ordinance 2026-400 approving rezoning from R-1 to C-1.
      MOTION CARRIED UNANIMOUSLY

5. ***Public Comments*** | Ron Anderson, 710 Tyler St, remembered and recognized long-serving volunteer Dennis Dietz and his 14 years of service to the City of Polk City on the Planning & Zoning Commission.

6. ***Consent Items***
   a. City Council Minutes for February 9, 2026
   b. City Council Work Session Meeting Minutes for February 9, 2026
   c. Claims listing February 23, 2026
   d. Receive and file Parks Commission Meeting Minutes for February 2, 2026
   e. Receive and file P&Z Commission Meeting Minutes for February 18, 2026
   f. Receive and file January 2026 Building Report
   g. Receive and file February 2026 Library Report
   h. Receive and file February 2026 Library Board Meeting Minutes
   i. Set pay for Brice Hibbing full-time Fire Department Lieutenant at $27.76/hour. Upon successful completion of Paramedic Certification, hourly rate will increase by $2.00 per hour.
   j. Approve full-time Paramedic Agreement for Brice Hibbing
   k. Resolution setting Public Hearing for March 23, 2026 at 5:30 pm on the Proposed Property Tax Levy Rate for FY2027
   l. Resolution approving Agreement to Complete and Final Plat for Sunrise Ridge Plat 1

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

7. ***Business Items***
    a. ***MOTION:*** A motion was made by Savage and seconded by Otis to approve Third & Final Reading of Ordinance 2025-1300 an Ordinance for vacating City Owned Property Located near E. Northside Dr.
    MOTION CARRIED UNANIMOUSLY

8. ***Reports and Particulars*** | None

9. ***Adjournment***
    MOTION: A motion was made by Otis and seconded by Hill to adjourn at 6:23 pm
    MOTION CARRIED UNANIMOUSLY

Next Meeting Date –March 9, 2026

Steve Karsjen, Mayor

Attest

Susan Lawton, City Clerk