MEETING MINUTES
City of Polk City
City Council Meeting
6:00 p.m. June 8, 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., June 8, 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 6:01 p.m.*

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

3. *Approval of Agenda*
MOTION: A motion was made by Otis to pull Consent Item 5p and move to a Business Item, with no second, motion failed
MOTION: A motion was made by Otis to remove Consent Item 5p from the Consent Agenda with no second, motion failed.
MOTION: A motion was made by Dvorak and seconded by Sarchet to approve the agenda.
YES: Sarchet, Savage, Dvorak, Hill
NO: Otis
MOTION CARRIED

4. ***Public Comments*** |Gail and Dale Osborn, 409 E Madison Dr., expressed concerns regarding increased traffic, speeding, and safety hazards in their neighborhood due to detour routes from roundabout construction and road closures.

5. *Consent Items*
   a. City Council Meeting Minutes for May 26, 2026
   b. City Council Work Meeting Minutes for May 26, 2026
   c. City Council Special Closed Meeting Minutes for May 26, 2026
   d. Claims listing June 8, 2026
   e. Receive and file Special P&Z Commission Meeting Minutes for June 3, 2026
   f. Receive and file May 2026 City Manager Report
   g. Receive and file May 2026 Parks & Recreation Report
   h. Receive and file May 2026 Water Department Report
   i. Receive and file May 2026 Fire Department Report
   j. Receive and file Engineering updates memo
   k. Approve Server Replacement for City Hall and Police department
   l. Approve Medical Director Contract Renewal
   m. Approve Twelve-month Tobacco permit for Casey's #1144 effective July 1, 2026
   n. Approve Twelve-month Class C Retail Alcohol License effective June 24, 2026, for Waters Edge
   o. Resolution amending City Fee Schedule to include Lot Tie attorney's fees
   p. Resolution to approve Flock Camera license renewal
   q. Resolution approving pay app #20 in the amount of $72,825.67 for the Polk City Tower Project
   r. Resolution approving Change Order No. 1 in the amount of -$14,110.00 and Pay App #2 in the amount of $4,143.43 for Polk City Junction Trail Phase 7
   s. Resolution approving Pay App#2 in the amount of $243,157.03 for Polk City Junction Trail - Phase 1
   t. Resolution approving Pay App # 3 in the amount of $182,810.08 for the Polk City Sump Pump Collector Project
   u. Resolution approving Change Order No. 1 in the amount of - $16,038.31 and Pay App #3 in the amount of $18,592.70 for 2026 Street Repairs
   v. Resolution approving construction drawings for Antler Ridge Plat 5
   w. Resolution Consenting to Collateral Assignment of Development Agreement

MOTION: A motion was made by Dvorak and seconded by Savage to approve the consent agenda items
YES: Savage, Dvorak, Hill, Sarchet
NO: Otis
MOTION CARRIED

6. ***Business Items***

a. ***MOTION:*** A motion was made by Savage and seconded by Sarchet to approve the First Reading and waive the Second and Third reading and place on final passage Ordinance 2026-1100 amending Chapter 69 Parking Regulations, Section 69.08 No Parking Signs and.
MOTION CARRIED UNANIMOUSLY

b. ***MOTION:*** A motion was made by Savage and seconded by Dvorak to approve Resolution approving the amended Preliminary Plat Four Seasons Polk
MOTION CARRIED UNANIMOUSLY

c. ***MOTION:*** A motion was made by Dvorak and seconded by Hill to approve Resolution approving moratorium on city's Economic Development Incentive Policy
YES: Otis, Savage, Dvorak, Hill
NO: Sarchet
MOTION CARRIED

d. ***MOTION:*** A motion was made by Savage and seconded by Hill to approve Resolution awarding contract for city-wide Sidewalk Repair program
MOTION CARRIED UNANIMOUSLY

7. ***Reports & Particulars:***

a. City Manager Huisman reported that Central Iowa Water Works has entered Stage 3 irrigation restrictions, including limitations on water use with allowances for new sod and grass, and noted the City must comply within 48 hours. She also provided an update on ongoing traffic concerns along Madison Drive, indicating staff are actively monitoring conditions and evaluating mitigation options.
b. City Engineer Thornburgh reported on issues with contractor traffic control compliance related to detour routes, noting written warnings have been issued and additional traffic control measures are being implemented. He reiterated that the road project remains on schedule with a target completion date of August 10, 2026.
c. Council Member Dvorak inquired about increased Fire Department call volumes over recent months and emphasized the importance of clear public communication regarding the City's sidewalk repair program, including timelines, responsibilities, and financial considerations.

8. ***Adjournment***
***MOTION*:** A motion was made by Dvorak and seconded by Hill to adjourn at 6:30 pm
MOTION CARRIED UNANIMOUSLY

Next Meeting Date – June 22, 2026

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Steve Karsjen, Mayor

Attest

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Susan Lawton, City Clerk