

WEEKLY MEMO

Date: January 15, 2016

To: Mayor Lynn Stauss, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

RE: Weekly Update

UPCOMING MEETINGS:

Regular Meeting – January 19, 2016 – 5:00 PM – Council Chambers

Closed Session – January 19, 2015 – Following Council Meeting – Training Room

Work Session – January 22, 2015 – 5:00 PM – Training Room

Regular Meeting – December 1, 2015 – 5:00 PM – Council Chambers

Administrator's Report:

Transfer of County Property

The City needs access to parcels 31.00114.00 & 31.00168.00 for the construction of the interconnect pipeline. The County acquired these parcels as part of the flood mitigation projects after the flood of 1997. The County has no use for the property and proposed deeding the property to the City rather than granting an easement.

The Polk County Board has approved the transfer of the property to the City. The transfer requires the approval of FEMA. The County has submitted the transfer to FEMA for approval and is waiting for their response. Once the request has been approved, the County will prepare a quit claim deed to transfer the property to the City. When the City receives the deed, it will be brought to the City Council for approval. Once approved, the deed can be recorded and the property will become the City's. There will be a small registration fee the City will need to pay.

