

**MEETING MINUTES**  
**The City of Polk City**  
**Parks Commission**  
**6:00 p.m., Monday, June 1, 2020**  
**City Hall**

Polk City, Parks Commission held a meeting at 6:00 p.m., on June 4, 2020. 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** /The meeting was called to order at 6:05 p.m.
2. **Roll Call** | Haaland, Karsjen, Motsch, Bentley, Reed, Campbell |In attendance  
Delaney | Absent
3. **MOTION:** A motion was made by Motsch and seconded by Haaland to approve the February 3, 2020 Meeting Minutes  
**MOTION CARRIED UNANIMOUSLY**
4. **Audience Items** | None
5. **Parks & Rec Director Introduction** – Jason Thraen, Parks & Rec Director, reviewed his resume and background with the Commission including his favorite ways to recreate. He shared his desire to make Polk City a better place and said he is happy to be here. Thraen discussed his thoughts on creating 12 months a year programming for Polk City and challenged the Commission Members to be ready to volunteer as different needs arise. Each of the Commission Members provided their background and what they are passionate about recreationally.
6. **COVID-19 Update**
  - a. **Summer Rec** – Thraen confirmed Summer Recreation is taking a hiatus for 2020.
  - b. **Parks** -Thraen confirmed City Parks are open except for the Sports Complex that is owned by the Army Corp and is requiring some additional precautions to be in place prior to opening.
  - c. **Playgrounds** – Thraen confirmed Playgrounds opened June 1<sup>st</sup> with the help of Fire Chief Mitchell sanitizing the equipment. Going forward the equipment will be disinfected once per week.
7. **July Parks & Rec Month** – Thraen shared his ideas on various activities he is preparing for the month of July to celebrate Parks & Rec. All ideas would have a virtual component and would be social distant compliant. He asked for input from the Commission and requested they follow the new Parks & Rec Facebook Page.
8. **Reports & Particulars** | Council Liaison, City Manager, Staff, and Commission
  - Commission Member, Bentley told Thraen she thought his ideas are great and mirror some of the things the Commission has been discussing at past meetings. She suggested he work with the different NCG members to help promote the ideas on their facebook pages as well.
  - Commission Member, Motsch suggested Thraen partner with Lakeside Church to possibly use their giant outdoor screen for future events. She said she really liked the photo ideas to get people out. Motsch also requested a City review of the trail head on Bridge Road to see if sidewalk access would be possible.
  - Commission Member, Karsjen said the next Community Visioning meeting is Thursday and he will bring up that trail connection concern.
  - City Council Member, Rob Sarchet said way finding signs are a priority of the Community Visioning group to help people find the parks and trail heads easier around town. He welcomed Karsjen as a new Commission member and Thraen as the Parks & Rec Director. He said Thraen moving to Polk City without being asked shows a lot of commitment to the community. Sarchet thanked Motsch for her volunteer work with flowers and plants on the square, especially with a stroller in tow. He joked that had he called the square project a beautification project or committee maybe he could have gotten more volunteers than just one. Sarchet discussed the Capital Improvement Plan the Council has been working on to identify and grade projects within the City in the next 5 years. Sarchet said he will share the final rankings once complete.
  - Thraen provided a public works report as pertains to parks and explained that the City is on a spending freeze so some of the projects like reroofing the bandstand, Kiwanis shelter and the bell tower on the Historical Museum had been postponed.
  - City Clerk, Jenny Gibbons provided a tree report in Ken Morse absence.
9. **Adjournment**  
**MOTION:** A motion was made by Karsjen and seconded by Motsch to adjourn at 6:52 pm.  
**MOTION CARRIED UNANIMOUSLY**  
*Next Meeting Date – Monday, July 6, 2020 at City Hall.*

Attest

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Jenny Gibbons, City Clerk