

**MEETING MINUTES**  
**The City of Polk City**  
**Parks Commission**  
**6:00 p.m., Monday, November 4, 2019**  
**City Hall**

Polk City, Parks Commission held a meeting at 6:00 p.m., on November 4, 2019. 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 6:00 p.m.*
2. **Roll Call** | Motsch, Ludwig, Haaland, Campbell, Delaney | In attendance  
Bentley, Reed | Absent
3. **MOTION:** A motion was made by Reed and seconded by Delaney to approve the September 3, 2019 Meeting Minutes  
**MOTION CARRIED UNANIMOUSLY**
4. **Audience Items** | None.
5. **MOTION:** A motion was carried by Delaney and seconded by Motsch to recommend council approve the temporary site plan and usage of the Town Square for the annual Square Lighting event to be held on Tuesday, December 3, 2019 from 6-9 pm with setup beginning at 3:30 pm and tear down completed by 9 pm.  
**MOTION CARRIED UNANIMOUSLY.**
6. **Discussion of potential usage for the 3<sup>rd</sup> and Davis Street property** - Chelsea Huisman, City Manager, asked the commission for feedback and ideas on future use of the property and funding or in-kind donations to support the vision. Motsch said she would prefer to see it remain as open green space. Delaney stated it would take extensive work to make land buildable and would like to see the land as a multi-purpose outdoor space. Delaney also mentioned using the space for an Ice Rink through the Iowa Wild sponsorship. Franzen, Public Works Supervisor and Anderson, Council Member, responded that ice rinks had been attempted many times in various areas of the City over the years but had not worked out mainly because of the grounds and the weather. Ludwig shared his preference of Little League using the space as they had in the past due to limited practice space. Another idea was using part of property for a community garden. Walters, Council Member, stated that gardening on city property is not viable and that is why other communities use private space.
7. **Tree Board Liaison Report** | Ken Morse reported the Arbor League will plant trees when there is a plan in place for the discussed property. The trees in parks have been wrapped and winterized throughout City properties. Morse further added that Leonard Park has 5 remaining Ash trees that will not be treated for the Emerald Ash Borer. A plan is in place to remove 2 of the 5.
8. **Staff Report** / No report
9. **Public Works Report** | Randy Franzen, Public Works Supervisor, reported to the commission that the Sports Complex has been winterized. He further added that the city has extended a bid for fencing and volunteers have reroofed the dugout.
10. **Commission Report** | Delaney proposed the Commission write a thank you to volunteers Franzen mentioned to acknowledge their service at the Sports Complex.
11. **Adjournment**  
**MOTION:** A motion was made by Motsch and seconded by Delaney to adjourn at 6:24 pm.  
**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – Monday, December 2, 2019 at City Hall.*

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Carol Thornburg, Deputy City Clerk