

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

Polk City, Parks Commission held a meeting at 6:00 p.m., on October 1, 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 6:00 p.m.*
2. **Roll Call** | Bentley, Haaland, Motsch, Delaney, Karsjen | In attendance
Reed joined at 6:05pm, Delaney joined at 6:30pm
Campbell | Absent
3. **MOTION:** A motion was made by Karsjen and seconded by Haaland to approve the September 8, 2020 Meeting Minutes
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | None
5. **Polk City Community Foundation gift** | Parks & Rec Director Thraen provided information regarding the tree carving gift and the anticipated cost and maintenance.
MOTION: A motion was made by Motsch and seconded by Karsjen to recommend Council approve and accept the Polk City Community Foundation gift
MOTION CARRIED UNANIMOUSLY
6. **September 28, 2020 Polk City Land Acquisition** | Parks & Rec Director Thraen reviewed the 57 acres purchase the City made to create a Regional Park. He reported an RFP had been sent out to Engineering firms and submissions deadline is November 2, 2020 followed by interviews on November 16, 2020 by a 6-person panel including City Staff, Parks Commission Chair and Council Members.
7. **3rd and Davis property sale – Council public hearing scheduled 10-12-20** | Parks & Rec Director Thraen said that HyVee Corporation approached the City about buying the property at 3rd and Davis Street for \$650,000. If Council decides to accept their offer, they have earmarked the proceeds to go to the Parks and Rec Department to be used across the City for beautifying and improving existing parks. Council will hold a public hearing on Monday, October 12th at 6pm on the matter. Prior to that meeting, Go Polk City and HyVee will be holding an informational session to review their conceptual plans for the lot if they were to buy it from 3-5pm at the Community Room. Due to COVID restrictions only 13 people will be allowed in at a time and will rotate out to let others have an opportunity to review HyVee's plans. Council Liaison Sarchet and Parks Commission Members discussed the opportunity and Parks Commission members were encouraged to attend one or both meetings next Monday night.
8. **Parks Commission roles and responsibilities** | City Manager Huisman reviewed a PowerPoint presentation reviewing the details of the Parks Commission, key players, operating procedures, and a comparison of the Parks Commission and Parks & Recreation Director duties. Huisman reviewed the City's Organization Chart and reviewed ideas for connecting with the public and education opportunities for the Parks Commission Members.
9. **Reports & Particulars** | Council Liaison, City Manager, Staff, and Commission
 - Council Member Sarchet suggested a work session with Council after some information is available regarding the Parks Master Plan and the Community Visioning results.
 - Parks & Rec Director Thraen reported Public Works has been performing maintenance at the sports complex including aerating and overseeding. He reported the Tree Board/Arbor League was gifted twelve trees from Earl May in Grimes and will be working with Ken Morse to get those planted this month. Thraen said the City

will be applying for a grant opportunity from Metro Waste Authority in response to the Derecho to help replace trees in the community. He informed the Commission that member, Stephanie Campbell has resigned effective immediately and the City will be working to fill the vacancy.

- Commission Member Karsjen congratulated Thraen on taking a lead role in bringing some good out of the derecho with the tree carving project.
- Commission Member Motsch said she is excited to see some good with the tree project after a long 2020.
- Commission Chair Bentley thanked Thraen and Huisman for their efforts and likes how things are clicking and moving more smoothly.

10. MOTION: A motion was made by Delaney and seconded by Motsch to adjourn at 7:37 pm

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – November 2, 2020

Attest: _____
Jenny Gibbons, City Clerk