

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, November 2, 2020
City Hall

Polk City, Parks Commission held a meeting at 6:00 p.m., on November 2, 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 6:03 p.m.*
2. **Roll Call** | Motsch, Haaland, Reed, Delaney | In attendance
Karsjen arrived at 625pm
Bentley, | Absent
3. **MOTION:** A motion was made by Delaney and seconded by Reed to approve the October 5, 2020 Meeting Minutes
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | None
5. **Light up Polk City** | Parks & Rec Director Thraen provided information regarding the addition of a holiday parade that will take place as part of the Polk City Square lighting to bring the celebration to the residents instead of the big event taking place on the square. The square lighting will be held in accordance with recommendations by the CDC for COVID and shown virtually.
6. **Update on Regional Park Master Plan** | Parks & Rec Director Thraen reviewed the RFP process. He said 4 proposals had been received prior to the deadline and he will be setting up interviews with the firms in the next two weeks. The Interview committee will be made up of 2 Council Members, the Parks Chair and 3 City Staff members.
7. **Upcoming Programming** | Parks & Rec Director Thraen reviewed plans to start small in person classes for Yoga on Tuesday evenings at the Community Room throughout the next few months. Thraen said he will also be coordinating a program to encourage children to write letters to Santa.
8. **Polk City Community Foundation gift review** | Parks & Rec Director Thraen discussed the transformation process of the damaged tree until into something beautiful and unique for Polk City that will stand naturally for 12+ years and then will be permanently placed in concrete.
9. **Reports & Particulars** | Council Liaison, City Manager, Staff, and Commission
 - Council Member Sarchet thanked Thraen for handling the tree project. He provided an update on Community Visioning recent presentation from the landscaping engineer firm that included estimated pricing for the projects. Sarchet says he envisions as the Community Visioning Group comes to an end the Parks Commission would ramp up to explore more opportunities and carry the momentum to create a Friends of the Park program to help secure grants and funding to carryout some of the proposed projects throughout town.
 - Commission Member Delaney discussed her desire to create a butterfly garden in town with some donated seeds and the help of different North Polk students on various projects. She briefly reviewed some of her ideas and with Commission's blessing she will bring more details to a future meeting for further discussion.
 - Parks and Rec Director Thraen thanked Public Works and Ken Morse for successful tree planting at Doc Simmer Memorial Park with 7 trees donated from Earl May Grimes valued at \$2000. Thraen said two applications had been received to date for the vacancy on the Parks Commission and he encouraged others to apply if interested prior to the deadline of November 15th. Thraen said the next agenda the Commission will appoint the 2021 Chair, Vice Chair and Secretary. He thanked Council Member Sarchet and Parks Commission Member Karsjen for the inclusion on the Community Visioning Feasibility meeting. Thraen said that the next

steps would be to get hard copies to each Commission members and work on the formation of a Friends of the Park 501 3C for fundraising efforts.

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10. **MOTION:** A motion was made by Reed and seconded by Karsjen to adjourn at 7:05 pm

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – December 7, 2020

Attest: _____
Jenny Gibbons, City Clerk