

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, June 6, 2022
City Hall

The Polk City Parks Commission held a meeting at 6:00 pm, on June 6, 2022. 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** | Savage, Reed, Otis, Converse | In attendance
Bentley, Haaland, Delaney | Absent.
3. **MOTION:** A motion was made by Reed and seconded by Savage to approve the April 4, 2022 meeting minutes.
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | None
5. **Introduce Allison Scheel, 2022 Summer Parks & Recreation Intern** – Allison introduced herself to the Commission. She is attending Northwest Missouri State, majoring in Parks and Recreation Management. This is her final internship before graduating, and she is excited to work with a city, particularly with sports camps. Her past internship experiences have been with summer camps. She will be working with Parks & Recreation Director Thraen over the course of the summer and will submit a journal every two weeks summarizing what she has learned through her experiences. One major project of hers will be to find ways to engage the public more with Doc Simmer Memorial Park, and she will present ideas to the Parks Commission at the August 1 meeting.
6. **Update on Lost Lake Park Phase II** – Parks & Recreation Director Thraen provided an update on the park project. Earthwork has started, and foundations for the equipment and slab for the rubber surfacing will be poured next, then the equipment will be installed. It is anticipated that the project will be complete sometime in July, weather pending. A ribbon cutting and potential ice cream social, as suggested by Reed, will occur once the project is complete.
7. **Update on Leonard Park Shade Structure** – Director Thraen said the Friends of Polk City Park’s initial 5K fundraising event went very well. The event raised about \$8,000 (out of the estimated cost of \$10,000) for the shade structure, and the hope is that final fundraising for the structure will be done over the next few months so the shade shelter could be installed in Spring 2023. He thanked all the donors, participants, and volunteers for helping with the event.
8. **Summarize Q1 2022 Program Cost Recovery Report** - Director Thraen gave an overview of the cost recovery report. Dodgeball was extremely successful since costs were low and there was no gym rental fee thanks to Lakeside Fellowship. The spring break group trips were successful, especially considering it was the first time offering these programs. He hopes to offer more of these trips over school breaks in the future. The senior citizen programs offered in the first quarter did not have enough interest to continue, but the upcoming day at the Iowa State Fair is looking promising for this summer. Converse asked if having the new transportation offering has helped increase interest, which Thraen said it has.
9. **Approve moving July 4, 2022 Parks Meeting to July 5, 2022 (Independence Day Holiday)**
MOTION: A motion was made by Reed and seconded by Savage to move the meeting to July 5, 2022.
MOTION CARRIED UNANIMOUSLY
10. **Approve moving Sept. 5, 2022 Parks Meeting to Sept. 6, 2022 (Labor Day Holiday)**
MOTION: A motion was made by Reed and seconded by Converse to move the meeting to September 6, 2022.
MOTION CARRIED UNANIMOUSLY

11. **Reports & Particulars** | Council Liaison, City Manager, Staff, and Commission

- Parks and Recreation Director Thraen expressed appreciation to Principal Richards and the North Polk 8th grade class on the park cleanup day on May 24, they got a tremendous amount of cleanup accomplished.
- Parks and Recreation Director Thraen also gave an update on recent events, 61 people attended the first Movie in the Park event on Friday, June 3rd, and 11 participated in the first Yoga in the Park on Saturday, June 4th.
- Thraen also announced that Commission Member Bentley has turned in her resignation, as Monday night meetings will no longer work for her. A replacement Commission Member will need to be found.
- Council Liaison Vogel followed up from a question at the April Commission meeting that the Regional Park is still in the City's 5-year CIP plan for 2023-2024. She also mentioned that the City has applied for the Main Street Iowa program through the Iowa Economic Development Authority, and results of this application should be known by later this summer. She also mentioned that citizens should anticipate an increase in both sewer and water rates starting in July, however this increase is less than anticipated thanks to the City managing irrigation demands.

12. **MOTION:** A motion was made by Converse and seconded by Savage to adjourn at 6:18 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – July 5, 2022

Submitted by Parks Commission Secretary:



Monica Converse

Attest:

Jason Thraen, Parks & Recreation Director