

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, August 1, 2022
City Hall

The Polk City Parks Commission held a meeting at 6:00 pm, on August 1, 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** | Reed, Otis, Converse, Haaland, Delaney, Jablonski | In attendance
Savage | Absent.
3. **Introduction of commission member Larry Jablonski (12-31-2025)** – Jablonski was a former long-time resident of Urbandale, a former Urbandale parks commission member, and retired principal. He moved to Polk City about two years ago and enjoys being part of the parks and trail systems.
4. **MOTION:** A motion was made by Delaney and seconded by Reed to approve the June 6, 2022 meeting minutes.
MOTION CARRIED UNANIMOUSLY
5. **Audience Items** | None
6. **Presentation by Allison Scheel, 2022 Summer Parks & Recreation Intern, on possible uses of Doc Simmer Memorial Park** – Scheel presented concepts for Doc Simmer Memorial Park. The purpose was to make a significant impact to the community through her internship capstone project. Currently, the park is 1.46 acres, and contains three concrete slabs, one bench, and 46 trees. It was originally planned to be a dog park but was met with objection from community members. Nearby Leonard and Miller Parks already fulfill the traditional park needs, so she tried to come up with unique ideas for this space. Three of her concepts included: a disc golf putting course, a story walk to engage children and adults through a 1/5 mile paved trail with storybook signs along the route, and a Fairy Garden to engage community members to create fairy doors or houses to offer a place for imagination and relaxation. The Commission commended her on a job well done.
7. **Consider recommendation to approve Memorial Tree Program** – Sarah Hoodjer, Vice President of the Friends of the Parks, presented a new fundraising program where citizens could purchase a tree for \$500 in memory of a loved one. Citizens could pick their top three choices for type of tree and location, and then work with the City to determine the best location for that type of tree. Types of trees being offered are: Oak, Red Maple, Hackberry, Serviceberry and Crab Apple. The trees would be planted in either the spring or fall. Commission discussed changing it from just a memorial tree program to a memorial or tribute program so other milestones could be celebrated, as well as offering an add-on option for a plaque to commemorate the tree's significance.
MOTION: A motion was made by Converse and seconded by Haaland to approve the program for council.
MOTION CARRIED UNANIMOUSLY
8. **Update on Lost Lake Park Phase II** – Director Thraen said there are no updates, as the contractor has yet to return to the site.
9. **Summarize Q2 2022 Program Cost Recovery Report** - Director Thraen presented the report and said cost recovery has been good for this quarter's events. Reed asked how previous summer youth camps compared to this year's fun camp and Thraen said the past option was simply not cost effective. Haaland provided some feedback on the adult volleyball league that music would be a good addition and asked if a second volleyball court could be added so more teams could participate. Commission also discussed offering wait lists for new community members who want to participate but are looking for others to create a team.

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

- Parks and Recreation Director Thraen reported on losing an ash tree due to a wind storm on The Square near the bandstand in July, and wanted to extend a thank you to all of his staff that have helped make this summer's programs a success.
- Council Liaison Vogel stated that the Council is in the process of creating architectural standards for the commercial districts surrounding The Square. A mural project along the 3rd Street retaining wall is underway and was led by the Community Visioning group. She also stated that a new fire chief, Karla Hogrefe has been hired, and they City has bond approvals for a new sidewalk to the new elementary school and city hall projects. Delaney asked about the status for the Regional Park project. Vogel stated she did not have any updates currently but would bring an update to the next Commission meeting.
- Commission member Reed commended the Little League softball team on a great season. Reed also provided some feedback for the Four Seasons Fest. Converse stated that Go Polk City welcomes feedback, and a form has been made public to help inform decisions for next year's event. Jablonski mentioned that next year is RAGBRAI's 50th anniversary, the possibility of going back to the original route, which would be near Polk City. He said if the City is interested in being part of next year's route, that the RAGBRAI staff is accepting letters of interest until August 15th. Otis asked about the status of the Sports Complex with the lease ending with the Army Corp of Engineers. Thraen stated that all was submitted for the lease renewal on time, it just took a long time for the lease to be processed by the Army Corp, but that a new lease is indeed in place until 2045.

11. **MOTION:** A motion was made by Delaney and seconded by Haaland to adjourn at 7:15 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date –September 6, 2022

Submitted by Parks Commission Secretary:



Monica Converse

Attest:

Jason Thraen, Parks & Recreation Director