

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, October 3, 2022
City Hall

The Polk City Parks Commission held a meeting at 6:00 pm, on October 3, 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, Savage, Jablonski | In attendance
Haaland, Delaney | Absent.
3. **MOTION:** A motion was made by Reed and seconded by Savage to approve the August 1, 2022 meeting minutes.
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | None
5. **Polk City Little League Sports Complex Use** – Darren Ten-Napel of the Polk City Little League presented an overview of the current use of the fields and the value they bring to their league and the effort that goes into maintaining the fields. The fields also receive a lot of use by traveling teams, who in the past have tried to use the Little League’s equipment but are unable to access due to being in a locked shed. He also reviewed adjacent communities (Sheldahl, Huxley, Slater, Elkhart) and has confirmed that those communities have a fee for field use to help with the ongoing maintenance costs and potential future improvements. Darren recommended that Thraen do a cost comparison with other communities and establish consistent guidelines for all users to help with the upkeep and field preparations. Reed asked if the current city code allows for a structure to charge fees. Thraen confirmed that it does, though some updates to the policy would be required. Jablonski asked how travel teams are currently scheduled, which they currently contact Director Thraen. Reed said most communities have signage at fields requiring contacting the city to reserve fields before use to help deter traveling teams from showing up unexpectedly, causing scheduling issues with the other community teams. Thraen mentioned the current city staffing does not allow for regular policing of the field use but thanked the local groups for helping with this. Otis said by implementing these changes now, it would be a great transition to help with long-term maintenance for future regional park fields.
6. **Regional Park Project Update** – City Manager Huisman provided an overview of the status of the proposed regional park. 57 acres were purchased two years ago, and a consultant was hired after that to do a park-wide master plan, completed in August of 2021 with an estimated overall cost of \$25 million. Nothing has occurred since then, however the regional park remains a priority, the city is just trying to assess ways to finance it. Past referendums for this type of project have failed, most likely due to lack of diversification in funding sources. If this were to go to a referendum, city wants to make sure to approach it correctly. The city is also assessing how to phase the project more affordable. A key requirement for successful implementation of this project will be more water service for our community. The city is in the process of doing a feasibility study for a new water tower site, and one potential site could be at this regional park. The city is also considering an option of working with adjacent neighbor, Knapp Properties to do a mass grading of the regional park along with the new nearby residential development. Converse asked if \$5M is still slated in the 5-year CIP for the park, which Huisman confirmed it is. Otis asked about the impacts to the future trail that is slated to go through the regional park, which Huisman confirmed would happen once grading commences for the project.
7. **Update on Lost Lake Park Phase II** – Director Thraen said that the park opened today. Some minor work still needed to complete, such as backfilling, sidewalk connection to trail, signage, garbage cans, benches, etc., as well as install of gaga ball pit. There will be a grand opening or ribbon cutting in the future, likely in the spring.
8. **Reports & Particulars** | Council Liaison, City Manager, Staff, and Commission
 - Parks and Recreation Director Thraen commended a successful recent Fall Fest event, which was co-hosted

between the City of Polk City and Go Polk City. He also mentioned that the inaugural Polk City Friends of the Park bike ride event was a success. Funds from the bike ride will go towards new bike racks and fix-it stations throughout town.

- Council Liaison Vogel also extended congratulations on a successful Fall Fest event. Vogel mentioned that the city is in the design process for the new city hall and fire station remodel and confirmed that the trail connection along Bridge Road will happen next year, after the current water main loop project is complete.
- Commission member Otis asked about status for request to RAGBRAI, Director Thraen confirmed that a request has been sent into the committee for Polk City to be a potential stop along the route. It has not been confirmed yet by RAGBRAI.

9. **MOTION:** A motion was made by Converse and seconded by Reed to adjourn at 6:39 pm.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – November 7, 2022

Submitted by Parks Commission Secretary:



Monica Converse

Attest:

Jason Thraen, Parks & Recreation Director