

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m.
Monday, December 5, 2022
City Hall

The Polk City Parks Commission held a meeting at 6:00 pm, on December 5, 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, Delaney, Jablonski | In attendance
Haaland, Savage | Absent.
3. **MOTION:** A motion was made by Delaney and seconded by Jablonski to approve the November 7, 2022 meeting minutes.
MOTION CARRIED UNANIMOUSLY
4. **Audience Items:**
 - Ken Morse was present to discuss idea for new 19-stall parking lot that came up during new senior living facility project. He expressed his concerns about how public park space should not be paved to support commercial business, and about how this topic came up several years ago and the Parks Commission did not support at that time. The Commission thanked him for his comments.
5. **Polk City Little League Sports Complex Use –**
 - a. Consider Recommendation of Sports Complex Fees
 - b. Thraen presented a comparison analysis of other surrounding communities' ballpark fees. Most other communities do charge fees in varying amounts. Delaney asked if these fees had a residency requirement, which Thraen said very few did. Delaney also asked what the maintenance expectations would be and what the dollars would be used for. Thraen confirmed that the fees typically go towards city's general operating fund.
 - c. Thraen also did a comparison for soccer complex fees, which very few have. Most communities do a first-come/first-serve basis, and said it would be in our interest to have a competitive price for tournaments only, but not for practice only. Otis asked if a portion of the proceeds could be returned to the soccer club for equipment costs. Delaney asked how field conditions are addressed if poor weather impacts field, Thraen said they do require a deposit.
 - d. Compared private rental to private user groups. Thraen also provided a summary of what it costs per year to run the sports complex, which is approximately \$120,000, which includes mowing, cleaning, parking updates, maintenance items, staff, utilities, etc. Proposes a cost of \$5/user starting at the fiscal year (July 1, 2023), which would be a more proactive approach and in line with what other communities in the area do.
 - e. Proposed fees (based on 90 minutes):
 - i. Polk City resident - \$15, Non-resident - \$25
 - ii. \$5/hour for light fee
 - iii. User groups \$5/head usage fee added to registration
 - f. Delaney moved that we table a decision and recommend that further discussions with user groups about the \$15/25 and \$5/head cost can be had, Converse seconded***MOTION CARRIED UNANIMOUSLY***
6. **Approve moving January 2, 2023 Parks Meeting to January 3, 2023 (New Year's Holiday) –**
 - A motion was made by Delaney and seconded by Jablonski.***MOTION CARRIED UNANIMOUSLY***
7. **Reports & Particulars** | Council Liaison, City Manager, Staff, and Commission
 - Parks and Recreation Director Thraen shared a statement about the rezoning process for the new Leonard senior living facility and the parking concerns shared by the residents during prior P&Z meeting. There was

an idea of using the developer's parkland dedication fee towards a new parking lot to serve Leonard Park. After rezoning was approved by P&Z and first reading of council, this idea is no longer being considered. Any parking lots at parks would need to be ultimately approved by Parks Commission. Thraen also thanked all involved in making the Light Up Polk City event last Friday, Dec 2, 2022 a success, and thanked Commission Member Reed for his two terms on Parks Commission, as this is his last meeting.

- Council Liaison Vogel stated how appreciated council was on feedback received for the proposed senior living facility, and thanked Ken Morse for his input on the parking lot.
- Tree Board and Arbor League member Ken Morse gave a report that six trees were spaded in at Woodhaven Park this fall as well as one at Lakeside Park, there are three or four dead trees at Miller Park that need to be replaced, which they hope to do in the Spring. Emerald ash borer is definitely impacting Polk City and surrounding areas. Otis asked if once the ash borer has moved on, will we be able to plant new ash trees. Morse said it is not certain yet.

8. **MOTION:** A motion was made by Converse and seconded by Jablonski to adjourn at 6:53 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – January 3, 2023

Submitted by Parks Commission Secretary:



Monica Converse

Attest:

Jason Thraen, Parks & Recreation Director