

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, April 3, 2023
City Hall

The Polk City Parks Commission held a meeting at 6:00 pm, on April 3, 2023. 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** | Otis, Converse, Delaney, Haaland, Savage, Ten-Napel, Jablonski | In attendance.
None | Absent.
3. **MOTION:** A motion was made by Savage and seconded by Otis to approve the March 6, 2023 meeting minutes.
MOTION CARRIED UNANIMOUSLY
4. **Audience Items:**
Dennis Kain was in attendance and said he mentioned possibly getting some volunteer help at the upcoming Friends of the Parks Earth Day 5K event to pick up some garbage along E Broadway as part of this event. Otis mentioned if it can't be part of the 5K event, maybe it could be part of another event. Thraen mentioned it could be part of the 8th grade clean-up day. Converse said the idea can be mentioned to the Friends of the Parks at their next board meeting. Need to consider site conditions and whether kids could do pick up or not.
5. **Updates from Polk City Arbor League**
Ken Morse and Dennis Kain were in attendance and gave an annual report on behalf of the Arbor League. Seven trees were planted last fall along Parker Blvd and one in Lakeside Park. Recently attending ISU Shade Tree course and some of the courses members of the Arbor League took during the event. Received grant money from MidAmerican Energy Trees Please grant. Polk City has been Tree City USA for 30 years. Working on an idea of having a neighborhood park ambassador - somebody who can keep an eye on the park and let City staff or Arbor League know if there's something needing addressed. Kain suggested the City include requirements for new homes to include native tree species. Delaney thanked the Arbor League for their efforts in the community. Otis asked what's coming for the Arbor League for this year, Morse said he would keep the Commission informed.
6. **Recommend Priorities on Park Projects for Capital Improvements Plan for FY '26 - '30**
 - Thraen summarized a list of ideas for each park that came from the March Commission meeting and opened it up to the Commission for discussion. Jablonski asked if play equipment was also on the list for the Town Square, which Thraen confirmed it can be added. Haaland said the Regional Park needs to remain a top priority, and asked knowing this, how much needs to remain on the project list. Savage said we need to continue prioritizing existing parks as well, as those improvements will be more easily accomplished, and separate out the Regional Park project. Jablonski asked how other club organizations come into play with funding improvements at the Sports Complex. Thraen said club organizations have been good at providing funds for the Sports Complex improvements in the past. Haaland reminded that these club organizations are volunteer-led only. Delaney suggested we highly recommend to council to invest in moving the Regional Park forward with professional fundraising, even if it means taking some money from current CIP projects temporarily. Savage agreed that focusing on investing in a fundraising plan is the next step. Costs for grading only at Regional Park is \$3M, awaiting potential cost sharing with adjacent residential development back from Knapp.
 - Other priorities not related to the Regional Park include:
 - Otis suggested the pond health projects need to remain a priority too, knowing they are already an issue that needs to be addressed.
 - Ten-Napel suggested the bandstand be prioritized as well. The commission suggested burying the electrical boxes on the Square would also be a priority, though it may not be paid for by the Parks.
 - Converse said money for some of the smaller projects (i.e. shade shelters) could be handled through Friends of the Parks.
 - Jablonski brought up the condition of the Miller Park tennis courts, Commission agreed that should also be a priority.
 - Delaney asked about prioritizing improving the functionality of the existing scoreboards at the Sports Complex.

- Ten-Napel suggested prioritizing maximizing additional uses within all parks would be good (such as additional sand volleyball court).
- Otis said additional parking at the Sports Complex should also be added.
- Haaland asked about trail projects, other than the HTT Connector, the other trail projects might have to go on hold. Thraen confirmed that the HTT Connector will help push the Regional Park projects forward.
- Delaney suggested making improvements to the Miller Park Shelter House as well.
- Savage asked about who does landscaping upkeep at the Square. Council Member Anderson confirmed it's been volunteer in the past.
- Other priorities in no particular order are:
 - Pond Health at Marina Cove and Twelve Oaks
 - Bandstand Improvements
 - Square Master Plan / Electrical Improvements
 - Miller Tennis Courts
 - Functional Scoreboards at Sports Complex
 - Additional Parking at Sports Complex
 - Miller Shelter House Improvements
 - Fishing Piers at Twelve Oaks and/or Marina Cove
 - Master Plans for Future Additional Parks
- **MOTION:** A motion was made by Otis and seconded by Savage to recommend these priorities in addition to the Regional Park project.

MOTION CARRIED UNANIMOUSLY

7. Update on RAGBRAI

Thraen said RAGBRAI will be coming through Polk City on Wednesday, July 26. Coming into town from Broadway, then leaving on N 3rd. City department heads have been meeting regularly to plan the day, will be recruiting volunteers for the day-of soon. The majority of traffic will be in town from 10am-1pm. All bikes are to be out of town by 2pm. Ten-Napel asked if RAGBRAI is doing anything to keep riders from bypassing the route and instead taking the High Trestle Trail through Madrid. Thraen said they had a planning meeting with RAGBRAI this last weekend, and they will try their best to promote Polk City to keep riders coming here into town with signage. Vendors will go through City for registration. City staff is working on a RAGBRAI ordinance, which still needs council approval. Ten-Napel suggested Kiwanis Park might be a good place for vendors to set up. Thraen said local vendors will be prioritized.

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

- Council Member Anderson said the new senior living facility (which was just approved by Council) plans to install a pickleball court at nearby Leonard Park. Council has purchased land behind The Creamery/Polk City Pub, will be developed into a parking lot to support local businesses on The Square. He commended the Commission on prioritizing improvements to the Square.
- Thraen thanked Polk City Little League for teaming up with the City to do some field improvements at the Sports Complex, the fields look great.
- Savage asked for confirmation that other communities do park ambassadors, and Thraen confirmed.

9. **MOTION:** A motion was made by Converse seconded by Ten-Napel to adjourn at 7:29 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – May 1, 2023

Submitted by Parks Commission Secretary:



Monica Converse

Attest:

Jason Thraen, Parks & Recreation Director