

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, February 5, 2024
City Hall

The Polk City Parks Commission held a meeting at 6:00 pm, on February 5, 2024. 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** | Jablonski, Converse, Ten-Napel, Haaland, McCann | In attendance.
Turner | Absent.
3. **MOTION:** A motion was made by Ten-Napel and seconded by Jablonski to approve the December 4, 2023 meeting minutes.
MOTION CARRIED UNANIMOUSLY
4. Introduction of new Commission Members Tim McCann and Gail Turner (12-31-2028)

McCann introduced himself, he has been a resident for three years now, and participated in Community Visioning and the Trails and Greenway Committee.

Turner was absent but will be introduced at a future Commission meeting.
5. **Audience Items:** *None*
6. **Update on Regional Park Pre-Campaign Process**
Josh Faber with Renaissance Group shared an update on the Pre-Campaign Process. A task force consisting of local leaders met on January 25th, to inform them of this project, and why it is important to the community. Next step is small group meetings to implement two-way communication and education with community members. Commission and Friends of the Parks members will be asked to help coordinate these group meetings in late February/March. Director Thraen will present the project at these small group meetings. Ten-Napel asked what criteria there is to engage citizens in these small groups. Faber said there would be a list of criteria to aid in forming these small groups but will encourage hosts to include those who are most important to them. Converse, having participated in the recent task force discussion on behalf of the Commission, said that good feedback was received during that meeting, and thanked Renaissance Group and staff for their work so far. Jablonski asked what the next steps would be for following up with the small groups, Faber confirmed that they will receive follow up information afterwards once the study is complete this spring.
7. **Summarize Q4 2023 Program Cost Recovery Report**
Thraen said the programming was light due to limited indoor space, but cost recovery was good. Adult bags league was canceled due to low registration but looking at changing the timing for future opportunities. Thraen said he is encouraged by growth in senior programming. Haaland asked how we were promoting these senior programs; he said he has a fairly loyal following so far but is going to continue promoting to user groups at the library.
8. **Nominate Chairperson for 2024**
MOTION: Converse nominated Jablonski, Haaland seconded.
MOTION CARRIED UNANIMOUSLY
9. **Nominate Vice-Chairperson for 2024**
MOTION: Ten-Napel nominated Converse, Haaland seconded.
MOTION CARRIED UNANIMOUSLY
10. **Nominate Secretary for 2024**
MOTION: Converse nominated Ten-Napel, Haaland seconded.
MOTION CARRIED UNANIMOUSLY

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

- Jablonski asked what happened with the boulders that were discussed at December's Commission meeting. Thraen confirmed that about 1.5 dump trucks of boulders were obtained from the construction site and will be looking to place them around various parks this spring.
- Ten-Napel asked if we have reviewed parkland dedication to other communities, Thraen said he will be happy to research comparables and bring to a future Commission meeting.
- Council Member Sarchet introduced himself as the 2024 Commission liaison. He said he always tries to keep up and watch all Commission meetings and went back to the November Commission meeting and said he would like to pick up the conversation again on the role of the Commission, setting clear roles/responsibilities between Commission, staff, Friends of the Parks, especially with several new Commission members.
- City updates from Council Member Sarchet include: currently in budgeting season, an RFQ for the 3rd and Davis property is out there, proposals received back in March, Mayor has appointed a committee to review these proposals, and any action taken on the property would be discussed in several future Council meetings.
- Jablonski asked what the status is of the new water tower project at the future Regional Park, Sarchet said feasibility study is complete, construction starting later this year.
- Thraen said staff is working on Summer 2024 brochure, hope is to publish first part of March. Trail project phase 2 is seeing progress – phase from Regional Park through Big Creek Elementary site, out to 3rd Street. Tree clearing occurred this fall, construction work starting later this spring. Parks & Rec has taken over K-2 basketball from Comet Basketball Club, with 205 participants and 20 teams. Thraen extended an appreciation for all the volunteer coaches helping this year. Ten-Napel asked what ratio is between players and coaches, Thraen estimated likely about 1.5 coaches per team.

12. *MOTION:* A motion was made by Converse seconded by Ten-Napel to adjourn at 6:30p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – March 4, 2024

Submitted by Parks Commission Secretary:



Monica Converse

Attest:

Jason Thraen, Parks & Recreation Director