

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m., Monday, February 1, 2016
City Hall

Polk City, Parks Commission held a meeting at 6:00 p.m., on February 1, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>Parks Commission Members Present:</u> Audrey Bell Chair Josh Reed Pro Tem David Hiatt Parks Commission Member Bob Fourez Parks Commission Member Andy Johnson Parks Commission Member Kelley Haaland Parks Commission Member</p> <p><u>Parks Commission Members Absent:</u> Sam Hill Parks Commission Member</p> <p><u>Additional Attendees:</u> Ken Morse Tree Board Liaison</p>	<p><u>Staff Members Present:</u> Jenny Gibbons City Clerk Becky Leonard Deputy City Clerk Randy Franzen Supervisor of Public Works</p>
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1. **Call to Order** | Chair Bell called the meeting to order at 6:00 p.m.
 Amended agenda to move items 5E and 5F to March 7, 2016 meeting

2. **Roll Call** / Chair Bell, Reed, Hiatt, Fourez, Johnson, Haaland | In attendance

3. **Approval of Minutes**
MOTION: A motion was made by Hiatt and seconded by Reed to approve the January 4, 2016 Meeting Minutes
MOTION CARRIED UNANIMOUSLY

4. **Audience Items** | No discussion

5. **New Business**
 - a. **MOTION:** A motion was made by Fourez and seconded by Johnson to recommend City Council approve use of the City Square by the Polk City Chamber for the annual Big Creek Bide Ride on Saturday, August 27, 2016 beginning at 11:30am
MOTION CARRIED UNANIMOUSLY
 - b. **MOTION:** A motion was made by Haaland and seconded by Fourez to recommend City Council approve use of the City Square by the Polk City Chamber for the Sounds on the Square Concert Series;
 - i. Friday May 27, 2016 6pm-8pm
 - ii. Friday June 24, 2016, 6pm-8pm
 - iii. Saturday, August 27, 2016, following the Bike Fest, 2pm-4pm

MOTION CARRIED UNANIMOUSLY

- c. ***MOTION:*** A motion was made by Reed and seconded by Hiatt to recommend City Council approve use of the City Square for the Farmer’s Market, Thursday’s May 26, 2016 through September 1, 2016

MOTION CARRIED UNANIMOUSLY

- d. ***MOTION:*** A motion was made by Johnson and seconded by Fourez to recommend City Council approve the \$792.00 quote from ArborCare by Kluver to treat the Town Square Ash Tree’s with Emerald Ash Borer protection

MOTION CARRIED UNANIMOUSLY

- e. Discussion of 2016/17 Parks Budget
- f. Review list of current City Parks and discuss future plans

6. ***Tree Board Liaison Report*** / Ken Morse reported that he made a presentation to the North Polk School Board at their last meeting and specifically requested that they not treat the Ash trees at West Elementary School using the ground application method, as they did at the school grounds in Alleman.

7. ***Council Liaison Report*** | No report

8. ***Staff Report*** / No report

9. ***Public Works Report*** | Randy Franzen reported that a track hoe was brought into Doc Simmer Memorial Park and a trench was cut from west to east measuring 3 feet wide by 3 feet deep to alleviate water. Future plan is to add tile, bury it and do dirt work in the early summer.

10. ***Commission Report*** | No report

11. ***Adjournment***

MOTION: A motion was made and seconded to adjourn at 6:10 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, March 7, 2016