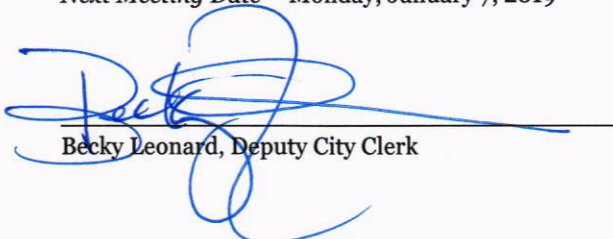


**MEETING MINUTES**  
**The City of Polk City**  
**Parks Commission**  
**6:00 p.m., Monday, December 3, 2018**  
**City Hall | Council Chambers**

Polk City, Parks Commission held a meeting at 6:00 p.m., on December 3, 2018. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><b><u>Parks Commission Members Present:</u></b> Andy Johnson   Chair Kelley Haaland   Pro Tem Josh Reed   Parks Commission Member Josh Ludwig   Parks Commission Member</p> <p><b><u>Parks Commission Members Absent:</u></b> Holly Motsch   Parks Commission Member Amy Bentley   Parks Commission Member Ashley Delaney   Parks Commission Member</p>	<p><b><u>Staff Members Present:</u></b> Lindsey Huber   Assistant City Administrator Becky Leonard   Deputy City Clerk Randy Franzen   Public Works Supervisor</p>
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1. **Call to Order** | The meeting was called to order at 6:00 p.m.
2. **Roll Call** | Haaland, Johnson, Reed, Ludwig | In attendance  
Motsch, Bentley, Delaney | Absent
3. **Approval of Minutes**  
**MOTION:** A motion was made by Reed and seconded by Ludwig to approve the November 5, 2018 Meeting Minutes  
**MOTION CARRIED UNANIMOUSLY**
4. **Audience Items** | None
5. **Parks Commission Elections**
  - a. A motion was made by Reed and seconded by Ludwig to elect Haaland as Chairperson for 2019  
**MOTION CARRIED UNANIMOUSLY**
  - b. A motion was made by Reed and seconded by Johnson to elect Ludwig as Chairperson Pro-Tem for 2019  
**MOTION CARRIED UNANIMOUSLY**
6. **Park improvements and prioritization**  
The Commission prioritized the following future park improvements for Council to take into consideration as they discuss the budget for Fiscal Year 2020 and beyond.
  - 1) Lost Lakes Park – Complete Concept Plan as designed July 2017.
  - 2) Twelve Oaks Park – Start with pond work, followed by sidewalk, signs, and tables
  - 3) Doc Simmer Memorial Park – Picnic Tables
7. **Tree Board Report** | On behalf of Ken Morse, Deputy City Clerk Leonard shared the trees are happy after receiving an inch of rainfall. In addition, Morse received a Norway Spruce tree which has been planted in Linear Park.
8. **Council Liaison Report** | No report
9. **Staff Report** | Assistant City Administrator Huber reported budget discussions will continue.
10. **Public Works Report** | No report
11. **Commission Report** | No report
12. **Adjournment**  
A unanimous motion was made to adjourn at 6:18pm.  
Next Meeting Date – Monday, January 7, 2019

  
Becky Leonard, Deputy City Clerk