MEETING MINUTES
City of Polk City
Work Session

5:00 p.m., March 9, 2026
City Hall Council Chambers

A City Council Work Session was held on March 9, 2026, at 5:00 p.m. at the City Hall Council Chambers in Polk City, Iowa. Mayor Karsjen and City Council Members, Rob Sarchet, Jeff Savage, Dave Dvorak, and James Hill were present. Nick Otis attended virtually.

Minutes

Discussion of 2026 Work Session Schedule

City Manager Huisman presented a tentative schedule for upcoming work sessions, noting that all requested topics were incorporated except rezoning discussions, which she recommended begin with the Planning & Zoning Commission before returning to the Council. She also highlighted two future items not yet scheduled—updates to the sidewalk repair program pending possible state legislation and future CIWW water storage planning. Council then discussed accelerating conversations about the potential sale or commercial viability of the former church property and another city parcel, agreeing to add a discussion item to the March 23 council meeting along with a related closed session for potential property acquisition questions. Additionally, a Four Seasons event post-review was scheduled for the July 13 work session.

Presentation on Building Code Updates

Building Inspector Olson presented proposed updates to move the City from the 2018 to the 2024 building code series, aligning with state and metro-wide updates. He noted the changes primarily modernize existing standards without creating significant new costs, including shifting plumbing code adoption to the state's Uniform Plumbing Code and offering a six-month grace period for contractors. Council members had minimal questions and expressed no objections to the update.

Discussion of Regional Park Naming Rights & Sponsorship Opportunities

Parks & Rec Director Thraen reviewed the naming rights and sponsorship framework for the Regional Park, previously approved by both the Parks Commission and City Council. The structure includes naming opportunities for the overall facility, sports complexes, and various amenities, with soccer fields excluded from individual naming due to annual field layout changes. Council discussed strategies for early fundraising, including allowing sponsors to transfer recognition from current temporary amenities to future permanent ones, supporting donor walls throughout the park, and emphasizing the need for elected officials—not only staff—to help lead outreach. Staff and council noted that some early interest from community members and businesses has already emerged.

Adjournment

Motion was made by Dvorak to adjourn at 5:36 p.m.
Motion carried unanimously.

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Steve Karsjen, Mayor

Attest

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Susan Lawton, City Clerk