

Newton Park Board Meeting Minutes

Wednesday, April 20, 2022 – 6:15 pm

**Council Chambers - City Hall
101 W 4th St S
Newton, Iowa**

Minutes

- 1) Meeting called to order at 6:15 pm by Board Chair Humphrey
- 2) Americans with Disabilities Act Compliance statement read by Board Chair Humphrey
- 3) Roll Call: present - Humphrey, Caldwell, and Tipton; absent - Osby
- 4) Certification of Iowa Open Meetings Law confirmed by Community Services Director Brian Laube
- 5) Citizen Participation or Comments: none
- 6) Review and approve minutes from February 16, 2022 Park Board meeting:
 - a. Motion by Caldwell & seconded by Tipton to approve said minutes. No discussion. Motion carried 3-0.
- 7) Food Trucks in City Parks - presentation & vote on recommendation:
 - a. Community Services Director Brian Laube shared a PowerPoint presentation that included info on the following:
 - i. Recent City Council action approving food trucks in parks.
 - ii. Details of required premise permits by property owners for food truck locations.
 - iii. Considerations by City staff for proposed locations in parks.
 - iv. Staff's proposed locations:
 1. Maytag Park – 2 proposed locations near the Rotary seating area (SE corner of pkg. lot) and 1 proposed location on loop drive NW of pool pavilion entrance.
 2. Woodland Park – 1 proposed location near Eversman Field and 1 proposed location near main shelter south of Holland-Patterson Field.
 3. Agnes Patterson Park – 1 proposed location near softball concession stand and 1 proposed location near soccer concession stand.
 4. Aurora Park – 1 proposed location near restroom and playground.
 5. Softball Complex – 1 proposed location near concession stand.
 6. Westwood Golf Course – 1 proposed location in SW corner of main parking lot.
 - b. Motion by Tipton & seconded by Caldwell to approve proposed plan for placement of food trucks in City parks. Discussions followed:

Park Board Chair – Melanie Humphrey

Park Board Members – Miranda Caldwell, Jeff Osby, & Rachele Tipton. (One seat vacant)

- i. Board member Caldwell inquired whether others could apply for premise permits in City Parks. Brian Laube shared that premise permits are applied for by the property owners, so in the case of parks the City is the owner and applicant.
 - ii. Board Chair Humphrey asked about the orientation of the serving windows on trucks at the proposed locations. Brian Laube shared that the truck's serving windows would be oriented so the customers are not on the street or busy side of the truck's location.
 - iii. Board Chair Humphrey also asked about the proposed north location at Agnes Patterson Park during fireworks. Brian Laube shared that the truck would not be placed there do to its proximity to the fireworks setback line, and that the placement of these trucks would be flexible to address similar situations elsewhere.
 - iv. Board Chair Humphrey asked about the requirement that food trucks be placed on paved surfaces. Brian Laube shared that City Code defines a hard surface to include gravel, so he intends to submit premise permits that do include gravel locations.
 - v. Caldwell asked about how others could book sites for their private events in the parks. Brian Laube shared that staff intends to set up an online reservation system that would be flexible to add available dates/times if needed.
- c. Discussion ended. Role call vote taken for earlier motion by Tipton & seconded by Caldwell to approve proposed plan for placement of food trucks in City parks. Motion carried 3-0.
- 8) Discussion on Concept Plans for Park Bond Referendum Projects:
- a. Community Services Director Brian Laube shared that he has been working with Community Marketing Director Danielle Rogers to prepare informational sheets for the park bond referendum, including individual sheets for each of the four projects included in the referendum ballot language. Laube continued that at this time the handouts are not ready, so they will not be shared at tonight's meeting.
- 9) Update to Sunset Park Concept Plan (Discussion Item Only)
- a. Community Services Director Brian Laube shared a PowerPoint presentation that included info on the following:
 - i. History of the recent Sunset Park concept plan prepared in 2017 and 2018.
 - ii. 2018 concept plan, along with proposed amenities and cost estimates.
 - iii. Summary of this project's inclusion, or not, in recent Park Board goals, City Council goals, and the 5-year Capital Improvement Plan.
 - iv. Proposed dog park preliminary layout in Sunset Park, due to it being included in the September park bond referendum.
 - v. Posed questions on what else could be fit in this park, and is it too crowded?
 - vi. Touched on need to again include the public and nearby senior living facilities in the planning process, along with the input from the Park Board.
 - b. Discussions followed:

- i. Caldwell asked about the cost estimates from 2018, to which Brian Laube stated that these are no longer accurate.
- ii. Humphrey inquired about dog watering stations would be part of the dog park construction, to which Laube replied yes they would be included if built.
- iii. Additional discussions continued on what the initial concept included, and where these proposed improvements that were proposed in 2018 as compared to the initial layout for the 2022 dog park.
- iv. Park Operations Supt. Nick Cummins, who was in attendance at this meeting, shared that the 2017 public input meetings also included some input from the nearby hospital.
- v. Additional discussions about possible water issues in the low area of this park. Laube shared that there are existing storm sewer and sanitary sewer structures in this area.
- vi. Laube also shared a handout showing the 2018 concept plan, and told the board that further discussion will be had in future board meetings.

10) Old Business

- a. None.

11) New Business

- a. Community Services Director Brian Laube gave a brief update on clean-up and repair progress made following the March 5th tornado.
- b. Laube also shared that Cardinal Pond may be open to fishing sometime soon after dept. staff is able to remove the existing silt fence around the pond.

12) Adjourn: motion by Caldwell and seconded by Tipton to adjourn. Motion carried by 3-0 vote. Meeting adjourned at 7:23 PM.

BJL
4-21-22