



**CITY OF NEWPORT
PARK BOARD MEETING MINUTES
NEWPORT CITY HALL
JULY 27, 2017 – 6:00 P.M.**

1. CALL TO ORDER

Chairperson Emily White called the Park Advisory Board Meeting to order on July 27, 2017 at 6:10 pm.

2. ROLL CALL

Present (3): Chair Person Emily White, Board Member Heidi Tweeten, and Board Member Jared Flewellen.

Not Present (2): Vice-Chair Anita Perkins and Board Member John Graber.

Non-Voting Members Present (2): Executive Director Matt Yokiel, and Council Liaison Mayor Dan Lund

3. APPROVAL OF PARK BOARD MINUTES

A. Park Board Minutes of May 25, 2017

Member Flewellen motioned to approve the Park Board Minutes for May 25, 2017. Seconded by Member Tweeten. Approved 3-0.

4. PARKS AND TRAILS COMPREHENSIVE PLAN

A. Park Board Memo

City Planner Sherri Buss informed the Park Board the Planning Commission has the lead role in developing the 2040 Comprehensive Plan which is due to the Metropolitan Council in 2018. The Metropolitan Council has formed a list of requirements for the plan to include a map of the regional park system facilities, federal and state recreational lands, existing and proposed parks, and a copy of the City's capital improvement plan.

B. 2040 Draft Chapter

City Planner Sherri Buss presented a draft of the "Parks, Open Space, and Trails Plan" for review by the Park Board. Topics discussed included the classification of the parks within the City as either being community parks, neighborhood parks, or tot lots. The classification of each type of park is designated by factors to include size, service area, and intended use. Discussion included the potential change of Pioneer Park's classification to be changed from a neighborhood park to a community park. The park needs estimate and proposed changes to the trails system were also discussed. No actions were taken by the Park Board during or after these discussions.

C. Draft Map

City Planner Sherri Buss presented a draft of a parks and trails map for the City to the Park Board. Discussions included the creation of a new park currently known as "Levee Park"

along the Mississippi River. The park would make up the land along the levee and potentially the island in the river. The potential uses for the park could include a launch point for canoes and kayaks as well as an extension of the City's trail system.

The Park Board discussed the potential for changes to Lions Park to include the surrounding developments and beautification. Items discussed included the potential for a connecting path between the park and new developments, a welcome sign on Maxwell Avenue designed to represent the City as a welcoming residential community, and the potential to use future purchased land for a new City Hall/Emergency Services Building.

5. CHAIRPERSON'S REPORT

Chairperson White presented information in regards to Pioneer Day. There is space that has been reserved in the tent for the Board. There will also be a clean-up map, a reminder about Buckthorn Removal Day, and adopt-a-park information. Board Members Jared Flewollen and Heidi Tweeten volunteered to be present to answer questions and disseminate information.

Discussion between the Park Board and Mr. Steve Burn included the Newport's Summer Rec Program. There have been conversations regarding the merger of the Newport program and the Woodbury programs in order to provide a greater benefit for each community. The discussion included the dissemination of information, sign-up timelines, and the use of Newport facilities.

6. BOARD REPORTS

A. Anita Perkins

(Not Present)

B. Heidi Tweeten

Member Tweeten discussed the Oliver Street Overlook. The overgrowth of trees limits the view of the Mississippi River. It is unclear if the trees can be trimmed as the land is designated as a prairie restoration site.

The tree labeling data collection is scheduled to be completed on August 8th. The labeling includes twenty different species of trees.

Member Tweeten expressed her desire to have a member of the Park Board to be on the Bailey School Forest Committee. The Committee does not meet very often but does have representation from public works.

C. Jared Flewollen

Member Flewollen informed the Board the status of the Facility Use Guide which outlines what facilities are available and the process to reserve each facility. Discussion items included categorizing a priority list of local youth associations, defined dates for seasons, rental rates, and park rules. It is recommended to have City Staff manage the use of park facilities and more research would be done to determine how to best benefit the youth of Newport.

D. John Graber

(Not Present)

7. EXECUTIVE DIRECTOR'S REPORT

Executive Director Matt Yokiel presented no further information for the Board to receive.

(Additional Public Comment- Not part of any agenda item)

A Council Member Bill Sumner inquired about the progress of a disc golf course in the City. The Board informed Council Member Bill Sumner a location has not been selected. A concern regarding the damage to trees from a disc impact was also discussed without a conclusive answer as there are a several factors determining the result.

8. ADJOURNMENT

Chairperson White motioned to adjourn the Park Advisory Board Meeting. Seconded by Board Member Tweeten. Approved 3-0.

The Park Advisory Board Meeting was adjourned July 27, 2017 at 7:55 pm.

Respectfully Submitted By:

Travis Brierley,
Assistant to the City Administrator

Signed: _____
Emily White,
Park Advisory Board Chairperson