



Park Board Meeting Agenda

Wednesday, October 23, 2024 - 6:15 PM

Newton City Hall - Council Chambers
101 W 4th St S
Newton, IA 50208

- I. Roll Call
- II. Review of Minutes of Previous Meeting: 9-18-2024
- III. Request from PGI Newton Committee
- IV. City Dog Pound - Captain Wing, Newton Police Department
- V. Rules of Procedure/By-Laws
- VI. New Business
 1. Naming of Maytag Park Mini-Pitch- Commissioner Humphrey
- VII. Old Business
- VIII. Adjourn

Chair: Melanie Humphrey; **Members:** Rachelle Tipton, Jeff Osby, Sveta Miller, Collin Daniels

**Minutes of Meeting
Newton Park Board
September 18th, 2024**

A quorum being present, Chair Humphry called the meeting to order at 6:15 P.M.

ROLL CALL: Board members present: Tipton, Daniels, Humphry, Osby

Board members absent: Miller

STAFF PRESENT: Erin Chambers, Community Development Director
Nick Cummins, Parks Operations Superintendent
Jamie Murphy, Parks Operations Assistant Superintendent
Leigh Bailey, Parks Recreation Specialist

Minutes. Minutes of the previous meeting from July 24th, 2024 were reviewed. **Motion** by Osby, **seconded** by Tipton to approve the minutes as written. **Role call vote**, approved 4-0.

Presentation of Rules of Procedures/ By-laws, Discussion: Chambers presented information regarding Rules of Procedures/ By-Laws that have been adopted by other boards and commissions throughout the City of Newton. Chambers communicated that should the Park Board choose to adopt these Rules of Procedure/ By-Laws it would bring them more in line with boards and commissions and bring some clarity to how the board is to function.

Naming of Splash Pad: Cummins communicated that staff would be bringing a proposed name of the newly constructed splash pad to the Newton City Council, based on the recommendation of the Park Board. Cummins stated that Harmony Park was a popular choice and was a name that the fundraising group was in favor of.

Motion to recommend the new splash pad park adopt the name Harmony Park, was made by Daniels, **seconded** by Tipton. Role call vote, approved 4-0

Introduction of New Parks Recreation Specialist: Cummins introduced Leigh Bailey to the Park Board. Leigh Bailey also came forward to further introduce herself.

Motion by Daniels to adjourn the meeting, **seconded** by Osby. **Voice vote**, approved 4-0. Meeting was adjourned at 6:40 P.M.

October 7th, 2024

To: City of Newton

City of Newton Park Board

Re: 2025 Pyrotechnic Guild International Convention

This letter is to request support from the City of Newton and its Park Board on an opportunity to host the 2025 Pyrotechnic Guild International Convention (PGI). If approved the PGI convention will be held in Newton from August 9th through August 16th, 2025. The convention set up will begin on August 5th.

The PGI-Newton committee will be hosting the convention. On behalf of the committee, I would like to ask for the Board's approval on the following items.

The request is the use of city parks to hold the convention events. This would include Woodland Park and the Adult Softball complex for daily activities within the Convention. It would also include Agnes Patterson Park for parking on the public night activities. And include the northern most part of Union Cemetery Grounds (the Tee Ball Fields) for camping. These areas will be maintained and kept clean by PGI and the PGI-Newton Committee. The convention will be split among these parks and the DMACC campus.

The PGI-Newton committee will also be submitting a proposal to the city for a temporary ordinance(s) that will be put in place for the PGI Convention. This will include, but not limited to, Parking, Golf Carts permitted on assigned routes, camping on city property, etc. A Special Events Policy application will also be submitted to insure we follow city guidelines for a crowd of over 200.

PGI will present their COI (Certificate of Insurance) written by Lloyds of London to the city to make sure the city is protected from any liability for hosting the convention.

The PGI convention will bring over 1700 members to the Newton and Jasper County area. They will use over 800 hotel rooms, 350 campsites and spend money with local retail outlets and restaurants. The estimated economic impact to the city of Newton will be between two and three million dollars.

On behalf of the PGI-Newton Committee I would ask that the city of Newton and the Newton Park Board help us by supporting this community opportunity.

Thank you for your time and consideration

Randy Ervin

PGI-Newton Chai

Park Board – PGI Proposal Staff Report

Applicant:	PGI- Newton Committee
Proposal:	Utilize Park and Cemetery Property for activities related to PGI Event
Location:	Woodland Park, Adult Softball Complex, Agnes Patterson Park, Union Cemetery Grounds

What is PGI?

- PGI: Pyrotechnic Guild Interational (<https://pgi.org/>) From their website:

The Pyrotechnics Guild International, Inc. is an independent worldwide body of amateur and professional fireworks enthusiasts. The organization was founded in 1969 with four aims:

- Promote safe and responsible use and display of fireworks
- Support and encourage public and private fireworks displays at local and national events
- Promote production and sale of high-quality fireworks
- Support mentoring and knowledge sharing that channels the creative energies of talented people to design, produce, and display high-quality fireworks

PGI fulfills its mission by providing information, education and training, and networking opportunities for pyrotechnicians and enthusiasts. Our annual convention brings together hundreds of members to share panel discussions, workshops, hands-on learning, photography and video, and nightly displays.

- PGI Convention: The PGI Convention is tentatively planned for August 9-August 16, 2025 in Newton, Iowa (pending necessary approvals). The convention visited Newton in 2022 and was held at the Iowa Speedway. The Iowa Speedway is not an option for 2025.
- The PGI-Newton Committee believes that the event, which will bring over 1,700 members to Newton for the weeklong convention, will have a significant impact on the local economy through hotel stays, campsite reservations, and spending at local businesses.

The Request

- On October 7, 2024, Community Development Staff received the attached letter of request. The Park Board shall review the request, consider the staff input that is provided in this staff report, and make a recommendation to the Newton City Council regarding the use of City Parks & Cemetery grounds. In this section of the staff report, each element of request will be reviewed.
- Woodland Park and Adult Softball Complex:

- Agnes Patterson Park:
- Cemetery Park Ground (the Tee Ball Fields):

Parks and Recreation Division Requirements/Considerations

- Loss of Revenue- shelter and field rentals.

	PGI August 9 - 16, 2025 (8 days)		
Shelter & Ball Field	Rental Cost Per Day	Daily Light Fee	Total
Woodland Shelter	\$100.00	0	\$800.00
Holland Patterson Field	\$75.00	\$60.00	\$1,080.00
Eversman Field	\$75.00	\$60.00	\$1,080.00
Baker Field	\$75.00	0	\$600.00
Softball Complex N Field	\$75.00	\$60.00	\$1,080.00
Softball Complex S Field	\$75.00	\$60.00	\$1,080.00
Softball Complex W Field	\$75.00	0	\$600.00
Woodland Disc Golf Event	\$50.00	0	\$400.00
		Total Possible Revenue Loss	\$6,720.00
		Based on current rental costs	

- Trash Cans- Campgrounds and large events such as this generate significant trash volumes. The City does not have capacity to provide trash services for the event.
 - PGI should provide their own trashcans, dumpsters, etc. and trash removal services during and following the event
- Water- Campgrounds typically require a water source. Water is available in the areas of proposed camping. PGI should cover the cost of provision of water.
- Preparation for use of the property- In advance of the event, if staff time or materials are necessitated to prepare the City-owned property for this special use, materials and labor are a cost not planned for in the current parks budget.
- Parking at Woodland and Union Cemetery. There are concerns about potential damage that vehicles and campers may have on the grounds of these properties.
- Restrooms- PGI should provide portable toilet facilities at campground and parking areas.

During past RAGBRAI events, permanent City facilities were locked and closed and campers used the facilities provided by the event committee since there is not adequate staffing to ensure the permanent facilities remain clean.

- Burial/Funeral Concerns- There is expressed concerns over noise and general merriment behavior adjacent and nearby to cemetery grounds in the event that a funeral/burial must be held at Union Cemetery during this timeframe.

Recommendation:

If the 2025 PGI Convention comes to Newton and is allowed to occur upon City owned Park and Cemetery property, staff offers the following conditions for the Park Board to include in their recommendation:

- The Park Board wants to be a good neighbor. A public notice of the City Council meeting at which this item will be reviewed should be mailed to property owners 400 feet away from the Adult Softball Complex, Woodland Park, Union Cemetery property
- A site plan for the campsite layout shall be submitted for administrative review and approval by all City Departments no less than 60 days prior to the event.
- PGI shall provide trash services at all city park locations proposed for the event, including Agnes Patterson Park which is only planned for parking.
- Water usage during the event shall be metered/monitored and billed.
- Labor and materials needed to prepare the sites for the events or address issues that arise during the event shall be tracked and billed to PGI.
- Vehicles (including campers) shall only be allowed in the designated areas per the administratively approved site plans, in order to protect the park grounds. Tent camping shall be limited to the ball fields and vehicles are not allowed in those fenced in areas.
- At minimum PGI should provide a fee equal to the potential lost revenue for these facilities- \$6,720.00.
- Permanent restroom facilities shall be locked and closed during the events and portable toilets provided by PGI.
- In the event of a burial/ funeral, the City Parks & Rec Division will notify the local PGI committee to coordinate a period of time where noise and fireworks will be paused. It is not uncommon for the City to receive notification of burials in as few as two days.
- Any damage caused to City park and grounds property shall be repaired at the cost to PGI/PGI insurance.



Rules of Procedure and By-laws of the Newton Park Board

Section I: Membership, Officers, Elections and Appointments, and Committees

Rule 1: General. There shall be a City Park Board, hereinafter referred to as the Board, consisting of five members who shall be residents of the city and of legal voting age, appointed by the Mayor with the advice and consent of the City Council. Members shall demonstrate a positive interest in the parks system and recreation activities, and shall have a positive outlook and vision for the future of the Newton Parks system and related activities.

The Board shall serve as an advisory only board to the City Council and shall have no authority or power to set parks policy, rules, or user fees, to direct or have any oversight of City employees engaged in parks-related job duties or activities, or to direct any maintenance expenditures, operations, or activities.

Rule 2: Term of Office. The original appointment of the members of the Board shall be for three years, from January 1 following the year of such appointment. After the original appointment, the term of service shall be two years when reappointed to the Board.

Rule 3: Officers. The Board shall elect a chairperson and Vice-Chairperson at its first meeting of each calendar year for presiding over the meetings.

Chair: The Chair shall serve as the primary presiding officer at all meetings, decide all points of order or procedure, appoint all committees, and shall perform such other duties as are usually exercised by the Chair of a Board or the president or chief officer of a corporation including the right to vote but shall not make any motions.

Vice Chair: The Vice Chair shall perform the duties of the Chair during the absence or disability of the Chair. In the event the office of the Chair becomes vacant, the Vice Chair shall act as the Interim Chair until a new Chair is elected, at the next regular meeting upon request from any member of the Board or at the first meeting of the next calendar year if the Vice Chair is willing to serve as Interim Chair until that time.

Rule 4: Elections, Appointments, and Presiding Officer. The Chair and Vice Chair shall be elected by the Board and shall hold office for a term of one (1) year, or until their successors are elected and assume office. Any vacancy in the office of the Chair or Vice Chair may be filled at any Regular or Special meeting after such vacancy. The Chair or in the Chair's absence or incapacity, the Vice Chair shall be the presiding officer at Board meetings. If both the Chair and Vice Chair are absent, the most senior Board member present shall preside. In the event two or more members equally possess the greatest seniority, then the selection of a Board member to serve in the capacity shall be by simple majority vote of Board members present.

Rule 5: Committees. Committees may be appointed by the Chair or a majority of the Board for consideration of special matters. Each Committee shall consist of three Board members and other citizens with talent, information, or experience with the question(s) or issue(s) being scrutinized. One (1) Board member shall be appointed as the Committee Chair, and the Committee shall meet at such times and places as directed by said Committee Chair and in accordance with Iowa Open Meetings Laws. The members of the Committee shall serve until the specific matter for which the Committee was established is resolved or as otherwise terminated by the Board. All reports of Committees upon which action is being contemplated shall be submitted in writing to the Board and signed by the Chair of the Committee.

Section II. General Provisions

Rule 6: Scope of Rules. The Board shall adopt a Rules of Procedure to govern its meetings and procedures. The Rules of Procedure of the Park Board should conform substantially to the most recent adopted version of the procedural rules of the City Council. Adoption of the Board's Rules of Procedure shall be by majority vote of the Board and shall be on file with the City Community Development Department for public inspection.

These rules shall govern the conduct of the Board and shall be interpreted to ensure fair and open deliberations and recommendation making.

Rule 7: Technical Parliamentary Forms Abolished. Except as specifically provided in these rules, the Board shall not use any formal points of parliamentary order, personal privilege, parliamentary inquiry or other technical forms. Only motions specified within these rules are allowed.

Rule 8: Quorum, Votes Necessary for Official Action. A simple majority of the Board shall constitute a quorum for the transaction of business. A simple majority of the Board members present shall constitute a passing vote.

Rule 9: Matters Not Covered. Any matter or order or procedure not covered by these rules shall be referred to the presiding officer, who shall decide the matter, with or without the assistance and advice of City Staff, in conformity with the purpose of these rules in a fair and expeditious manner. The decision of the presiding officer may be reversed by a majority vote from the Board.

Rule 10: Interpretation. These rules are intended to supplement and shall be interpreted to conform to the statutes of the State of Iowa and the ordinances of the City of Newton.

Rule 11: Review. The Board shall conduct a thorough review of these rules of procedure and by-laws once every three years or as deemed necessary. Current and subsequent revised bylaws shall be maintained by the Community Development Department and can be provided upon request.

Section III. Board Meetings

Rule 12: Regular meetings. All Regular meetings of the Board shall be held on the third Wednesday of each month beginning at 6:15 PM in the Council Chamber of City Hall. If such a day falls on a legal holiday, if the City Hall Council Chamber is other-wise occupied, or a quorum cannot be achieved, the meeting shall be held at an alternate location and date or time as suggested by the Community Development Department provided a quorum is confirmed and the requirements of Iowa Open Meetings Law can be met.

Rule 13: Special Meetings. Special meetings shall be held upon a call of the Chair, upon a call by City Staff with confirmation by the Chair, or upon the written request of a majority of the members of the Board submitted to the Community Development Department. Notice of a special meeting shall

specify the date, time, place and subject of the meeting and such notice shall be given to the members of the Board in the same manner as a regular meeting and posted in accordance with Iowa Open Meetings Law.

Rule 14: Attendance Requirements. If the number of absences by any Board exceeds 50% of the number of completed meetings in a calendar year, then any three members of the Board can compel the attendance of said absent member at any regular, adjourned, or duly called meeting. The Community Development Department staff shall subsequently attempt to contact said absent member to create a plan for minimizing absences or inquire about their willingness to continue serving on the Board. If said absent member fails to respond to the staff and/or attend the next consecutive meeting, then a vote can be scheduled and placed on the next agenda of the Board to recommend removal of the member to the Mayor.

Rule 15: Notice of Meetings. The Board shall give reasonable notice of the time, date, and place of each meeting and its agenda. Such notices shall be published as prescribed in Iowa Code § 362.3 and § 414.4 or any successor provisions thereto. Such notice shall contain a statement of the particular purpose of the meeting and a brief description of the location of the property under consideration at the meeting. Park Board meetings shall be open to the public.

Rule 16: Open Sessions. All meetings shall be held in open session.

Rule 17: Minutes. Minutes shall be kept of all meetings showing the date, time and place, Board members present, and the action taken at each meeting. The minutes shall show the results of each vote taken and the vote of each Board member present on all items of recommendation to the Newton City Council shall be made public.

Rule 18: Cameras and Recorders. The public may use cameras or recording devices at any open session. When recording capabilities are available, the meetings of the Newton Park Board shall be video and/or audio recorded.

Rule 19: Electronic Meetings. A meeting may be conducted by electronic means only in circumstances where such a meeting in person is impossible or impractical and only if compliance with the provisions of Iowa Code Ch. 21 can be achieved.

Section IV. Agenda

Rule 20: Preparation of Agenda. Prior to each regular meeting, the Community Development Department staff shall publish an agenda which contains all items the Board anticipates acting upon at the meeting. The Board may proceed with the meeting and follow the agenda as presented, or the Board may amend the agenda as provided by these rules and vote to adopt it as amended.

Rule 21: Agenda Requests. Any Board member may request an item be added to the agenda by submitting a written request to the Community Development Department, Park Operations Superintendent, no later than two weeks prior to a meeting date.

Rule 22: Extra Items. Items requested or filed after two weeks prior to a meeting date shall not be included upon the agenda unless the Chair or Community Development Department staff shall deem the item of sufficient urgency to warrant immediate Board action and if all publication and notice requirements can still be satisfied.

Rule 23: Withdrawal of Items. When applicable, only the applicant, Chair, or Community Development Department staff may withdraw an item, which may occur at any time prior to a decision by the Board.

Rule 24. Agenda Order. Except as otherwise provided in these rules, each agenda item shall be considered in the numerical order as assigned and prepared by the Community Development Staff. Each agenda item shall be separately announced by the presiding officer for purposes of discussion and consideration. To announce an item, it shall be sufficient to identify the item by the number assigned in the agenda, unless greater specificity is requested by some person in attendance or if the presiding officer so chooses. Each agenda item shall be voted upon separately and each separate vote shall be recorded by Community Development staff. This rule may be adjusted in situations deemed appropriate by the Community Development staff. The following is the order of business of the Planning & Zoning Board at its meetings:

- | | |
|---|---|
| 1) Call to Order & Roll Call | 4) Old Business |
| 2) Review Previous Meeting Minutes | • Each Sub-Item shall be listed on the agenda |
| 3) New Business | 5) Parks Staff Report |
| • Each Sub-item shall be listed on the agenda | 6) Adjournment |

Section V. Conduct of Meetings

Rule 25: Control of Discussion. The presiding officer shall control discussion of the Board on each agenda item to assure full participation in accordance with these rules.

Rule 26: Discussion. A Board member shall speak only after being recognized by the presiding officer. A Board member recognized for a specific purpose shall limit remarks to that purpose. After being recognized, a Board member shall not be interrupted except by the presiding officer to enforce these rules, or by another Board Member raising a point of order.

Rule 27: Board Members May Speak – How Often. No member shall speak more than once on the same question, item, or issue until all other members desiring to speak have spoken.

Rule 28: Presiding Officer's Right to Enter into Discussion. The Chair (or designated presiding officer) may enter into any discussion.

Rule 29: Remarks to be Germane. Comments must be directed to the subject under consideration. The presiding officer shall rule on the germaneness of comments. Board members making personal, impertinent, or slanderous remarks may be barred, at the presiding officer's discretion, from further comment on the item under consideration.

Rule 30: No "Side" Conversations Between Members. Members shall not engage in "side" conversations with one another during any Board meeting. If a Board Member wishes to share information with others, that Board member should seek the recognition of the presiding officer.

Rule 31: Profanity: No Board member shall use profanity while speaking in any Park Board meeting.

Section VI. Citizen Participation

Rule 32: Citizen's Right to Address the Board. The City of Newton is supportive of citizen participation at Park Board meetings. In order to ensure that citizen participation occurs in an orderly fashion, the guidelines of this section must be utilized by persons wishing to speak at a Board meeting. By

following these guidelines, all persons can be assured that their viewpoint, concerns and comments are brought to the attention of Board members prior to and during their decision-making process.

Rule 33: Manner of Addressing the Board. Any person desiring to address the Board must first be recognized by the presiding officer. After being recognized by the presiding officer, speakers shall proceed to the podium, use the microphone, state his or her name, address, and group affiliation (if any), then speak clearly and address his or her comments to the Board.

Rule 34: Citizen's Remarks and Decorum. Individual and/or total citizen input during a public hearing on any subject under Board consideration can be limited to a fixed period by the presiding officer, as defined herein. Citizens shall not be limited to a fixed period for their initial presentation to the Board, but the presiding officer may request an applicant to be succinct and complete their presentation within one minute if more than 3 minutes have elapsed.

Individuals shall be limited to one visit to the podium for each item on a given agenda unless requested to return to the podium by any member of the Board or if the presiding officer allows for the individual to return to the board. All comments and questions shared by an individual shall be directed only to the Board and not to anyone else in the audience including the city staff or other citizens. The Board may choose to respond or redirect any comment or question to the appropriate party.

Rule 35: Remarks of Citizens to be Germane. Citizen comments must be directed to the subject under consideration. If the presiding officer finds it appropriate, he or she may refer items not on the agenda to further study by City staff or to a city board or Board. Citizens making irrelevant remarks or who use profanity may be barred by the presiding officer from further comment to the Board during the meeting. The presiding officer shall rule on the germaneness of citizen comments.

Rule 36: Participation of City Council Members in Park Board Business. The Park Board is a recommending body to the Newton City Council and, therefore, any elected member to the Newton City Council shall refrain from providing input or influencing the vote of the Park Board as the matter will be forwarded to the City Council member's acting body for further action.

Section VII. Park Board Action

Rule 37: Call to Order. The presiding officer shall call the meeting to order at the appointed hour. In the absence of the Chair and Vice Chair, City Staff shall call the meeting to order and a temporary presiding officer shall then be selected under Rule 4. The selected temporary presiding officer shall serve as the Interim Chair for that specific meeting.

Rule 38: Roll Call. Before proceeding with the business of the Board, the City Staff shall call the roll call of members present, and enter those named in the minutes. The presiding officer shall determine the presence of a quorum as required by law and these rules.

Rule 39: Simple Motion. Motions are the most typical action of the Board. Motions are used for routine actions, such as approval of minutes, and are effective immediately upon the vote of the Board. All action requiring a vote shall be moved by a Board member, and a simple majority of Board members present need to vote affirmatively to pass a motion. If a motion fails to receive a second or if a motion and subsequent second fails to receive a majority of affirmative votes, then one final motion may be submitted by a Board member. For example, if a motion to recommend approval of an matter fails a vote, then a new motion to recommend postponement, approval with conditions or amendments, or disapproval may be presented.

Rule 40: Motions. At any appropriate place on the agenda, any Board member may make a motion for the Board to act if the motion is germane to the matter under consideration. Allowable motions include the following: 1) Motion to recommend approval, 2) motion to amend, 3) motion to adjourn, 4) motion to recess, 5) motion to postpone to a certain time, 6) motion to postpone indefinitely, 7) motion to appeal the rule of the presiding officer, 8) motion to suspend the rules, 9) motion to reconsider and 10) motion for the previous question. Form and example:

Motion to recommend approval: I move to recommend of approval of item 3, as presented.

Motion to amend: I move to amend by adding the words “_____.” Discussion and a vote would then take place on the amendment (i.e., the addition of the “_____” in the example given). Whether the amendment is or is not adopted, a subsequent vote would be taken on the underlying item.

Motion to adjourn: I move to adjourn.

Motion to recess: I move that the meeting recess until 6:00 P.M. Or, I move to recess for 10 minutes.

Motion to postpone to a certain time: I move to postpone the motion to the next meeting. Or, I move to table this review until the regular [insert a future month] meeting so the applicant can provide more information.

Motion to postpone indefinitely: I move that the item be postponed indefinitely.

Motion to appeal the rule of the presiding officer: I move to appeal the decision of the chair. If seconded, the chair shall clearly state the exact question at issue, the reason for his or her decision and state the question, “Shall the decision of the chair be sustained?”

Motion to suspend the rules: I move that the rules be suspended which interfere with ... [stating the object of the suspension].

Motion to reconsider: I move to reconsider the vote on the preliminary plat application. I voted for [or against] the application.

Motion for the previous question (i.e., “closing debate”): I move the previous question or I call for the question.

Rule 41: Motions – Requiring a second. No motion shall be debated until another Board Member has seconded the motion. After a motion has been made, another Board Member who wishes it to be considered says, “I second the motion,” and may do so without obtaining the floor.

Rule 42: Must be read or stated before debate. After a motion is made and seconded, the motion shall be reviewed by the presiding officer before being debated.

Rule 43: Points of Order. Board Members who notice a breach of these rules may raise a point of order to insist upon their enforcement. If the presiding officer notices a breach, he or she corrects the matter immediately, but if he or she fails to do so, then any Board Member can make the appropriate point of order. Points of order are ruled upon by the presiding officer. Points of order are not debatable.

Rule 44: Appeal from a Ruling of the Presiding Officer. Should there be an appeal from any ruling of the presiding officer, the question, “Shall the chair be sustained?” shall be immediately asked and determined before the Board proceeds to other business.

Rule 45: Previous Question (i.e., “closing debate”). Any Board Member may move the previous question. The motion shall be restated by the presiding officer in this form: “Shall the question under immediate consideration be now put?” It shall only prevail when supported by a majority of the Board, and until decided, shall preclude debate. If the motion is sustained, the proponent of the matter under consideration shall have one minute in which to make a closing statement before the Board votes on the question. A failure to sustain the motion shall not take the matter under consideration from further consideration, but the Board shall proceed as if the motion had not been made.

Rule 46: Not debatable. The following motions shall be decided without debate: 1) motion to adjourn, 2) motion for the previous question, 3) motion to suspend the rules, and 4) motion to recess.

Rule 47: Indefinite postponement. When a simple motion or application is postponed indefinitely, that item shall not be acted on again in the same calendar year except if supported by a majority of the Board.

Rule 48: Presiding Officer's Right to Speak Last. The presiding officer has the right to close debate and speak last on any item.

Rule 49: Closing Debate. Discussion shall be closed on any item by the presiding officer with the concurrence of a majority of the Board. Except as provided by Rule 26, a call for the vote shall not close discussion if any Board Member still wishes to be heard.

Rule 50: Motion to Reconsider and Sponsor Requirements. A rehearing on any decision of the Board may be made if the following occur: the motion to reconsider is made by a sponsoring member and approved by a simple majority of the Board; new evidence, supporting documentation, extenuating circumstances are submitted which could not reasonably have been presented at the original meeting, or a request to reconsider or re-review is made by the Newton City Council; and the matter is placed on a subsequent agenda for a new public hearing with notices.

Rule 51: Call for Vote. At the conclusion of debate, the presiding officer shall call for a vote, provided, however, a majority of the Board may require a vote at any time.

Rule 52: Final Decisions. A final decision for any matter shall be made in the form of a vote by the Board to be submitted to City Council for a final decision.

Rule 53: Voting. All members of the Board, including the Chair, are required to cast a vote for each motion. Minutes will show absent members, and a member may abstain if he/she feels there is a conflict of interest, particularly if the conflict is of a financial nature. If a Board Member elects to abstain from voting, he/she may state the reason for his/her abstention at the time of voting (i.e., “financial interest” or “personal reasons”).

Rule 54: Recording Names of Moving Board Members. The City Staff shall record the name of the Board Member making and seconding each motion.

Rule 55: Suspension of Rules. These rules or any part hereof, may be suspended for a specific purpose by a vote of four-fifths of the Board, or by all Board Members present at a given meeting.

Rule 56: Informal Requests. Any Board Member, before or during the consideration of any matter, or in the course of a debate may request and receive information, explanations or the opinions of any City employee at the meeting.

Section VIII. Board Signatures

In accordance with Ch. 32 of the Newton City Code which establishes requirements of the Park Board (the "Board") to adopt rules of procedure – these rules of procedure and bylaws are hereby adopted by the Newton Park Board.

Melanie Humphrey, _____ Date _____

Collin Daniels, _____ Date _____

Rachelle Tipton, _____ Date _____

Jeff Osby, _____ Date _____

Sveta Miller, _____ Date _____

The rules of procedure and bylaws found herein may be amended whenever necessary or when it is in the best interest of the Board, provided that such an amendment is proposed in writing and approved by a simple majority of the Board (at least three members). If approved, the City Staff shall update the official document, and it shall be maintained at the Newton Community Development Department offices.

Erin Chambers

From: Melanie Humphrey <hump911@gmail.com>
Sent: Monday, October 21, 2024 2:49 PM
To: Nick Cummins; Erin Chambers
Subject: Fwd: Newton Mini-Pitch @ Maytag Park

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Nick/Erin, see email below from Ben and his suggestion on the name of the mini pitch. I'd be happy to bring this up at the Park Board meeting on Wednesday if you are good with that.

Thanks

Mel

----- Forwarded message -----

From: Ben Brackett <ben@kifsoccer.com>
Date: Oct 21, 2024 at 2:00 PM -0500
To: hump911@gmail.com
Subject: Newton Mini-Pitch @ Maytag Park

Hi Melanie - I got your contact info from Chantelle Lundberg. There was some discussion about honoring Brett for all of his work and fundraising for this project by naming the mini-pitch after him. My understanding is that we would need to work with the city on this. Let me know if there's anything I can do to get this process started. I think the idea would be Lundberg Mini-Pitch at Maytag Park - something like that.

Anyway, let me know what you think.

Thanks,

Ben
515.556.4596