



**CITY OF NEWPORT
REGULAR COUNCIL MEETING
NEWPORT CITY HALL
November 4, 2021 – 5:30 P.M.**

MAYOR:	Laurie Elliott	City Administrator:	Deb Hill
COUNCIL:	Kevin Chapdelaine	Supt. of Public Works:	Bruce Hanson
	Tom Ingemann	Fire Chief:	Steven Wiley
	Marvin Taylor	Asst. to the City Admin:	Travis Brierley
	Rozlyn Johnson	Law Enforcement (WCSO):	Bill Harrell

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. PUBLIC COMMENTS - Visitors may share their concerns with the City Council on any issue, which is not already on the agenda, under Public Comments. Please give your name, address and your concern or comments. Each person will have 3 minutes to speak. Your comments must be addressed exclusively to the Mayor and City Council, not to any individual Council or staff member. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. All comments will be taken under advisement by the Council. No action will be taken at this time.
6. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
 - A. Minutes- October 19, 2021 Special Council
 - B. Parks Board Minutes
 - C. Revize Website Redesign Contract
 - D. Gambling Application- Cottage Grove Ducks Unlimited
 - E. List of Bills- \$152,811.86
7. PRESENTATIONS
 - A. Leatherman- Parks Survey
 - B. Employee Recognition
 1. Steve Wiley 35 years
 2. Steve Lanz 15 years
 3. Neil Wood 15 years
 4. Deb Hill 10 years

8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT
9. FIRE CHIEF'S REPORT
10. ENGINEER'S REPORT
11. SUPERINTENDENT OF PUBLIC WORKS REPORT
12. ADMINISTRATOR'S REPORT
13. MAYOR AND COUNCIL REPORTS
14. ADJOURNMENT



**CITY OF NEWPORT
SPECIAL COUNCIL MEETING MINUTES
NEWPORT CITY HALL
October 19, 2021**

1. CALL TO ORDER

Mayor Elliott called the Special Council Meeting to order at 3:00 p.m. on October 19, 2021.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present (5): Mayor Laurie Elliott, Council Member Kevin Chapdelaine, Council Member Tom Ingemann, Council Member Marvin Taylor, and Council Member Rozlyn Johnson.

Not Present (0): None.

4. WEBSITE RFP RESPONSE INTERVIEWS

A. ProudCity

Luke Fretwell, CEO of ProudCity, addressed the Council. Mr. Fretwell gave a brief introduction of ProudCity and explained they are open and transparent. Their technology is open source, so you can move the code elsewhere if you are not happy with their service. Mr. Fretwell stated they believe in empowering their customers. Kevin Herman, COO, gave a demo to Council of a mockup Newport website. Mr. Herman explained they have transparent pricing, continuous feedback so they can improve their software, and provide ongoing support. They specialize in local government.

Member Chapdelaine motioned to temporarily adjourn the Special Council Meeting. Seconded by Member Ingemann. Approved 5-0.

Mayor Elliott recessed the Special Council meeting at 3:43 p.m. on October 19, 2021 until Revize was connected via Zoom to present.

Mayor Elliott resumed the Special Council Meeting at 3:59 p.m. on October 19, 2021.

B. Revize

Thomas Jean, Program Manager for Revize, addressed the Council. Mr. Jean stated he would be the primary contact for Newport. Revize starts off with a kickoff meeting to discuss the design and features, and then creates a mockup design for Newport to review. Most clients go through approximately three revisions before approving the final design. From there Revize builds the website and provides training on how to edit and update the website. Mr. Jean showed some examples of other websites they have done and pointed out features that are available to us. The timeline is about 4-5 months.

C. Planeteria

Tyler Coffin, Sales Director, Sandeep Mehta, Technology Director, and Victoria Kovatch, Sales Analyst with Planeteria addressed the Council. Mr. Coffin stated they want to create a visually appealing website that is ADA complaint and easy to use. They also create a website that makes it easy for the city to update. They have been in business for 20 years and their headquarters is in California. They start with a kickoff meeting where they discuss the needs of various departments within the city. They have a 5-to-6-month timeframe. They have hands-on training as well as training videos. Mr. Coffin stated they are passionate and excited to work with Newport.

Member Ingemann left the Special Council Meeting at 4:48 p.m. on October 19, 2021.

5. ADJOURNMENT

Member Chapdelaine motioned to adjourn the Special Council Meeting. Seconded by Member Johnson. Approved 4-0.

The Special Council Meeting was adjourned at 5:06 p.m. on October 19, 2021.

Respectfully Submitted:
Jill Thiesfeld
Administrative Assistant II.

Signed: _____
Laurie Elliott, Mayor



**CITY OF NEWPORT
PARK BOARD MEETING MINUTES
NEWPORT CITY HALL
August 26, 2021**

1. CALL TO ORDER

Chairperson Stoffel called the Park Advisory Board Meeting to order on August 26, 2021 at 5:09p.m.

2. ROLL CALL

Present (3): Board Member Emily White, Board Member Anita Perkins, Board Member Jenna Johnson

Not Present (3): Board Member John Graber

Non-Voting Members Present (2): Executive Director Matt Yokiell, Council Liaison Laurie Elliott

3. NOMINATE CHAIRPERSON

Motion by Board Member White to nominate Board Member Johnson to Chairperson, second by Board Member Perkins. Approved 3-0

4. ADOPT AGENDA

Motion by Board Member White and second by Board Member Perkins to adopt agenda. Approved 3-0

5. APPROVE MINUTES

Motion by Board Member Perkins and second by Board Member White to approve minutes from July 22, 2021 Park Board Meeting and Workshop. Approved 3-0.

6. NEW/OLD BUSINESS

A. CSAH 34 Trail. No new information on the trail.

B. Buckthorn Day. Set for October 30, 2021 at Bailey School Forest. Plan on holding event for now but final decision will be made at September Park Board meeting. Board Member Johnson will post on Facebook after the September meeting.

7. BOARD REPORTS

A. Emily White

Nothing at this time.

B. Anita Perkins

Nothing at this time.

C. John Graber

Not Present

G. Jenna Johnson

Nothing at this time

8. EXECUTIVE DIRECTOR’S REPORT

Yokiel stated that new grills had been installed in many of the parks. The large oak on south side of Pioneer Park large pavilion has been treated for an insect infestation since it was slow to leaf out compared to other similar trees in the park. Two ash trees are scheduled to be removed at the library since they are infected with emerald ash borer.

COUNCIL LIAISON

Liaison Elliot stated that she hoped to have the resident park interest phone survey ready by the end of September. More info to follow

9. ADJOURNMENT

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

The Park Board Meeting was adjourned on August 26, 2021 at 5:32 p.m.

Respectfully Submitted By:

Matt Yokiel
Executive Director

Signed: _____
Jenna Johnson,
Park Advisory Board Chairperson



**CITY OF NEWPORT
PARK BOARD MEETING MINUTES
NEWPORT CITY HALL
September 23, 2021**

1. CALL TO ORDER

Chairperson Johnson called the Park Advisory Board Meeting to order on September 27, 2021 at 5:02p.m.

2. ROLL CALL

Present (3): Chairperson Johnson, Board Member Emily White, Board Member Anita Perkins

Not Present (3): Board Member John Graber

Non-Voting Members Present (2): Executive Director Matt Yokiell, Council Liaison Laurie Elliott

3. ADOPT AGENDA

Motion by Board Member White and second by Board Member Perkins to adopt agenda. Approved 3-0

4. NEW/OLD BUSINESS

- A. Buckthorn Day. Set for October 30, 2021 at Bailey School Forest from 9-noon. Board member Perkins will email schools for student participation. Board member White will hang fliers in the parks and at businesses around town.
- B. Parks Survey. Survey is in progress. Purpose is to see what residents would like to see in parks before spending money to update them. Survey will be by phone to Newport residents starting approximately middle of October.
- C. Family Fun Night being planned for January 2022.

5. BOARD REPORTS

A. Jenna Johnson

Nothing at this time.

B. Anita Perkins

Nothing at this time.

C. John Graber

Not Present

G. Emily White

Nothing at this time

6. EXECUTIVE DIRECTOR’S REPORT

Yokiel stated that there were many city trees damaged in the recent storms. Most of the cleanup was completed and many surrounding communities sustained more substantial damage

7. ADJOURNMENT

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

The Park Board Meeting was adjourned on September 23, 2021 at 5:22 p.m.

Respectfully Submitted By:

Matt Yokiel
Executive Director

Signed: _____
Jenna Johnson,
Park Advisory Board Chairperson

Revize Web Services Sales Agreement

This Sales Agreement is between The City of Newport, Minnesota (“CLIENT”) and Revize LLC, aka Revize Software Systems, (“Revize”). Federal Tax ID# 20-5000179 Date: 10-26-2021

CLIENT INFORMATION:	REVIZE LLC:
Company Name: <u>City of Newport</u>	Revize Software Systems
Company Address: <u>596 7th Avenue</u>	150 Kirts Blvd.
Company City/State/Zip: <u>Newport, MN 55055</u>	Troy, MI 48084
Contact Name: <u>Travis Brierley 651.556.4601</u>	248-269-9263
Billing Dept. Contact: <u>tbrierley@newportmn.com</u>	
CLIENT Website Address: <u>www.ci.newport.mn.us</u>	

The CLIENT agrees to purchase the following products and services provided by REVIZE:

<u>Quantity</u>	<u>Description</u>	<u>Price</u>
1	Phase 1: Project Planning and Analysis, SOW, onetime fee:	\$500.00
1	Phase 2 – Discovery & Design from Scratch, onetime fee: <ul style="list-style-type: none"> 1 mockup with unlimited rounds of changes Home page template and inner page design and layout. Includes Responsive Web Design 	\$2,500.00
1	Phase 3 & 4 – Revize Template Development, onetime fee: <ul style="list-style-type: none"> Set-up all CMS modules listed in this agreement Integration with all 3rd party web applications 	\$4,300.00
1	Phase 5 – Quality Assurance Testing, onetime fee:	\$1,900.00
1	Phase 6 – Content Migration up to 500 webpages & documents: <ul style="list-style-type: none"> Site map development and content migration from old website including spell checking and style corrections 	\$2,200.00
1	Phase 7 –Content Editing Training, onetime fee:	\$900.00
1	Phase 8 – Go Live:	Included
1	Revize Annual Software Subscription, Tech Support, CMS Updates, Website Hosting, Unlimited Users, Unlimited GB website storage, 100GB/Month Bandwidth, SSL Certificate pre-paid annual fee: (First Year Included)	\$2,400.00
1	Grand Total First Year	\$14,700.00

Payment Schedule

Payment Amount	Payment Date	Includes
\$ 11,025.00	11/15/2021	75% 1 st Year Project Costs
\$ 3,675.00	1/15/2022	25% 1 st Year Project Costs
\$ 2,400.00	11/15/2022	Year 2 of Annual Hosting & Maintenance
\$ 2,400.00	11/15/2023	Year 3 of Annual Hosting & Maintenance
\$ 2,400.00	11/15/2024	Year 4 of Annual Hosting & Maintenance

Terms:

1. Payments: All Invoices are due upon receipt. Work begins upon receiving initial payment.
2. Revize requires a check for the amount listed above to start this project.
3. Additional content migration, if requested, is available for \$3 per web page or document.
4. Additional bandwidth is available at \$360 per year for each additional 50GB per month.
5. Additional website storage is available at \$500 per year for each additional 10GB website storage.
6. This agreement is the only legal document governing this sale & Proper jurisdiction and venue for any legal action or dispute relating to this Agreement shall be the State of Minnesota.
7. Both parties must agree in writing to any changes or additions to this Sales Agreement.
8. CLIENT understands that project completion date is highly dependent on their timely communication with Revize. CLIENT also agrees and understands that;
 - a. The primary communication tool for this project and future tech support is the Revize customer portal found at <https://support.revize.com>.
 - b. During the project, CLIENT will respond to Revize inquiries within 48 hours of the request to avoid any delay in the project timeline.
 - c. CLIENT understands that project timelines will be delayed if they do not respond to Revize inquiries in a timely manner.
9. Revize will provide a free redesign of the website in year 4 of the agreement. This assumes the CLIENT agrees to 4 consecutive years of annual software subscription, tech support, CMS updates, and hosting. CLIENT may terminate this agreement within 60 days of the annual renewal date with written notice.
10. CLIENT owns design, content, and will receive periodic updates to the CMS for the life of the contract.
11. Unless otherwise agreed, Revize does not migrate irrelevant records, calendar events, news items, bid results, low quality images, or data that can reasonably be considered non-conforming to new website layout.
12. Storage is limited only to relevant website data. Unreasonably large folders of documents or images are not permitted. Examples include, but are not limited to, plat/property maps, tax records, GIS data, etc.
13. After content migration, CLIENT is responsible for any additional content cleanup. This includes, but is not limited to, resizing photos, reformatting text, replacing photos/icons, consolidating unwanted content, adding future calendar events, and general prep of the site before go live. CLIENT will also have the ability to add new photos, content, and pages.

Enterprise Revize CMS License

As part of this agreement Revize Software Systems, LLC. will provide to the CLIENT a full Enterprise Revize CMS Software license. This software is a proprietary software built and maintained by Revize Software Systems LLC. and is intended to allow for the CLIENT to easily update the content of their website. CLIENT agrees that this license will only be used to maintain the websites included in this agreement. Sharing of the content management system, by the CLIENT, with other entities not identified in this agreement is prohibited.

Revize will maintain, update, and host the Revize CMS during the contract period. In the event that the contract is terminated, for any reason, Revize will provide the latest version of the Revize CMS to the CLIENT provided all payments for the entire length of the contract is fully paid. This system will then have the ability to be hosted and used by the CLIENT as long as they wish. Revize will provide reasonable support in transferring the CMS system to the CLIENT's decided upon hosting architecture.

Products CLIENT Owns Include:

- Revize CMS License
- Hosted Website
- Source Files
- All Included Revize Web Applications
- Design & Page Content

AGREED TO BY:

CLIENT

REVIZE

Signature of Authorized Person:

Name of Authorized Person:

Thomas Jean

Title of Authorized Person

Project Manager

Date:

Please sign and return to:

Thomas@revize.com

Fax 1-866-346-8880

Revize will integrate the following web applications into your website

Citizen's Communication Center Apps

- Notification Center with Text/Email Alerts
- Bid Posting
- Document Center
- Email Notify
- FAQs
- Job Posting
- News Center with Facebook/Twitter Integration
- Online Forms
- Photo Gallery
- Quick Link Buttons
- Revize Web Calendar
- "Share This" Social Media Flyout App
- Sliding Feature Bar
- Language Translator

Citizen's Engagement Center Apps

- Citizen Request Center with Captcha
- Online Bill Pay
- RSS Feed

Staff Productivity Apps

- Agenda Posting Center
- Job Posting App
- Image Manager
- iCal Integration
- Link Checker
- Menu Manager
- Online Form Builder
- Staff Directory
- Website Content Archiving
- Website Content Scheduling

Site Administration and Security Features

- Audit Trail
- Auto Site Map Generator
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics
- Workflows by Department

Mobile Device and Accessibility Features

- Font Size Adjustment
- Alt-Tags
- Responsive Website Design (RWD)

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Cottage Grove Ducks Unlimited Previous Gambling Permit Number: X-82007
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____
Mailing Address: 7100 Knox Avenue South
City: Richfield State: MN Zip: 55423 County: Hennepin
Name of Chief Executive Officer (CEO): Robyn Jenzen
CEO Daytime Phone: 612-749-5386 CEO Email: rjenzen@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Tinucci's
Physical Address (do not use P.O. box): 396 21st Street
Check one:
 City: Newport Zip: 55055 County: Washington
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): 12-2-2021

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
 located within city limits
 for a gambling premises

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
 The application is denied.

Print City Name: _____
 Signature of City Personnel: _____
 Title: _____
 Date: _____

COUNTY APPROVAL
 located in a township
 for a gambling premises

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
 The application is denied.

Print County Name: _____
 Signature of County Personnel: _____
 Title: _____
 Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____

EO's signature; designee may not sign) _____

Date: 10/27/2021

Print Name: *Robin Jensen*

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Questions?
 Call the Licensing Section of the Gambling Control Board at 651-539-1900.

To: Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Recurring

1756e	COMCAST	21-Oct-21	\$715.82 Telephone service and rental of phones
1757e	UNITED STATES TREASURY	21-Oct-21	\$8,606.01 SS, Federal and Medicare
1758e	FURTHER	21-Oct-21	\$618.45 HSPA
1759e	MN REVENUE	21-Oct-21	\$1,421.43 State taxes
1760e	MSRS	21-Oct-21	\$3,907.11 HCSP & Voluntary retirement
1761e	UNUM	21-Oct-21	\$519.41 Long-term and life insurance
1762e	QUADIENT FINANCE USA, INC.	21-Oct-21	\$164.97 Postage contract
1763e	COMCAST	28-Oct-21	\$176.14 Library Internet and cable
1764e	WEX BANK	28-Oct-21	\$1,889.63 Petrol
24088	ANCHOR SOLAR INVESTMENTS, LL	21-Oct-21	\$358.02 Solar leasing
24089	BOLTON & MENK, INC.	21-Oct-21	\$4,101.50 City planning
24090	PERA	21-Oct-21	\$5,034.57 Retirement
24091	VERIZON	21-Oct-21	\$424.43 Cell phones and hot spots
24092	XCEL ENERGY	21-Oct-21	\$595.56 Electricity and natural gas
24093	ROBERT HOHENSTEIN	28-Oct-21	\$81.86 Overpayment of final water bill
24094	MARCO TECHNOLOGY LLC	28-Oct-21	\$263.17 Overpayment of final bill
24095	SAMS CLUB DIRECT	28-Oct-21	\$224.40 Copier contract
24096	PHILLIP WEIX	28-Oct-21	\$52.45 Garbage bags and cleaning supplies and membership
24097	XCEL ENERGY	28-Oct-21	\$7,062.19 Overpayment of final bill
		Staff	\$21,192.71

Non-recurring

24098	A-1 HYDRAULIC SALES & SERVICE	04-Nov-21	\$122.50 Hydraulic fittings
24099	ASTLEFORD INTERNATIONAL TRUC	04-Nov-21	\$1,101.14 Tandem parts
24100	BANYON DATA SYSTEMS, INC.	04-Nov-21	\$990.00 Payroll support
24101	BASIC NEEDS THRIFT SHOP	04-Nov-21	\$146.76 Donation lawful gambling
24102	BOYER TRUCKS	04-Nov-21	\$54.76 Sterling dump truck
24103	BURGGRAFS ACE	04-Nov-21	\$156.83 Stain and screws
24104	COMPASS MINERALS AMERICA	04-Nov-21	\$8,727.04 Salt
24105	CITY OF COTTAGE GROVE	04-Nov-21	\$55,560.82 3rd quarter code enforce, permit fees and rental inspections
24106	EDS TROPHIES INC	04-Nov-21	\$92.00 Business and volunteer awards and name plates
24107	FRIENDS IN NEED FOOD SHELF	04-Nov-21	\$146.76 Donation from lawful gambling
24108	GRAINGER PARTS	04-Nov-21	\$176.71 Brake clean & city hall furnace filters
24109	HANCO CORP.	04-Nov-21	\$543.32 Toolcat tires
24110	MENARDS - COTTAGE GROVE	04-Nov-21	\$249.55 Supplies
24111	MUNICODE CORPORATION	04-Nov-21	\$3,389.55 City code updating for website
24112	NORTHERN SAFETY TECH. INC.	04-Nov-21	\$138.04 Strobe for 1212
24113	RITWAY BUSINESS FORMS	04-Nov-21	\$616.97 Utility bill forms
24114	SOUTH SUBURBAN RENTAL, INC.	04-Nov-21	\$440.50 Mower for Raceway pond
24115	SOUTH WASHINGTON WATERSHEI	04-Nov-21	\$20,000.00 North Ravine payment
24116	TRI-STATE BOBCAT	04-Nov-21	\$142.98 Toolcat
24117	TWIN CITIES PIONEER PRESS	04-Nov-21	\$557.32 Newspaper subscription
24118	WHEELCO	04-Nov-21	\$996.48 Equipment repair
24119	ZARNOTH BRUSH WORKS, INC.	04-Nov-21	\$1,052.00 Sweeper brooms
			\$152,811.86

City of Newport

2021 Residential Survey

The **Morris** Leatherman Company

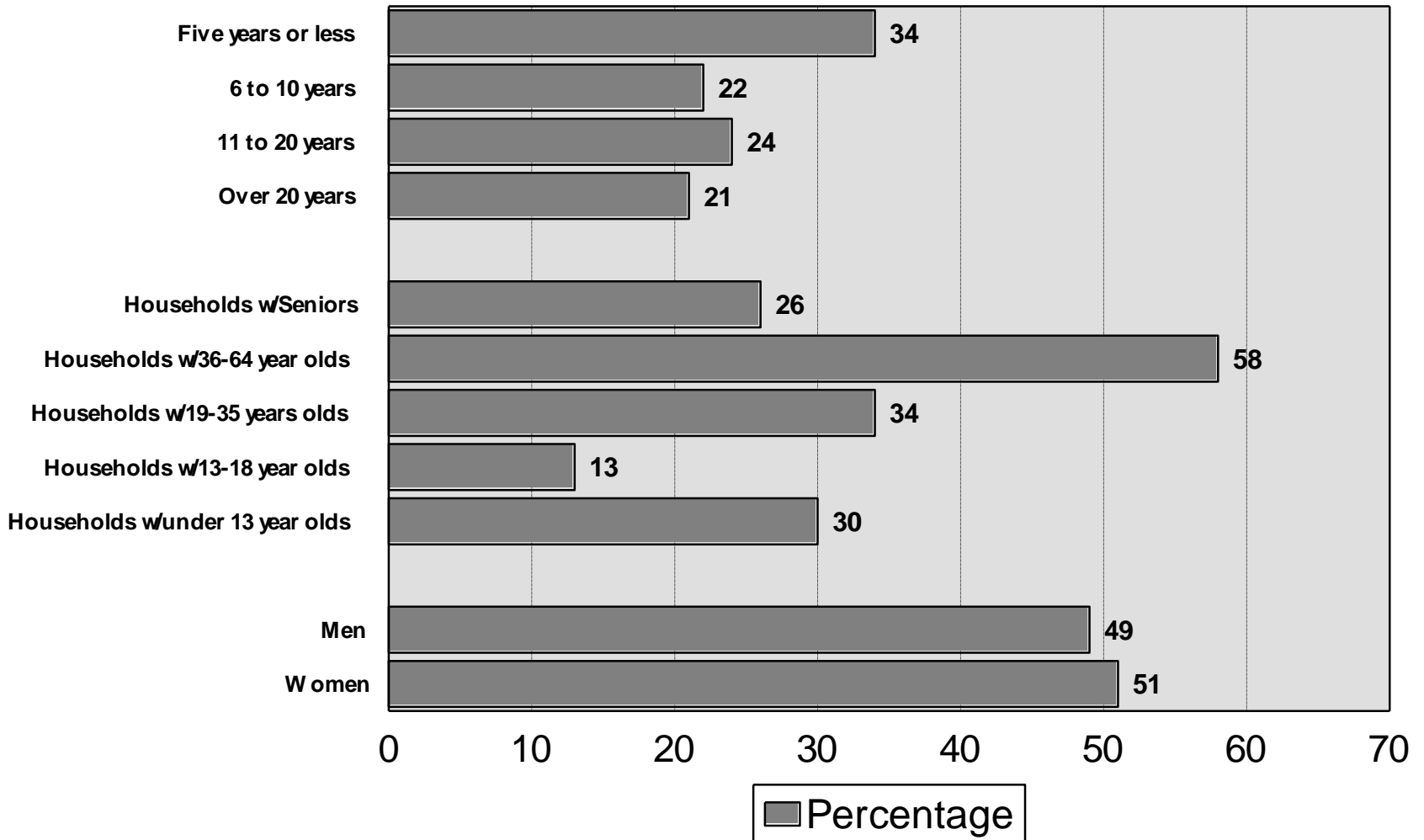
Survey Methodology

2021 City of Newport

- ① 250 random household sample of City of Newport residents
- ① Telephone interviews conducted between October 13th and 22nd, 2021
- ① Average interview time of 8 minutes
- ① Non-response level of 5.5%
- ① Projectable within +/- 5.0% in 95 out of 100 cases
- ① Cellphone Only Households: 45%
- ① Landline Only Households: 11%
- ① Both Landline and Cellphone Households: 44%

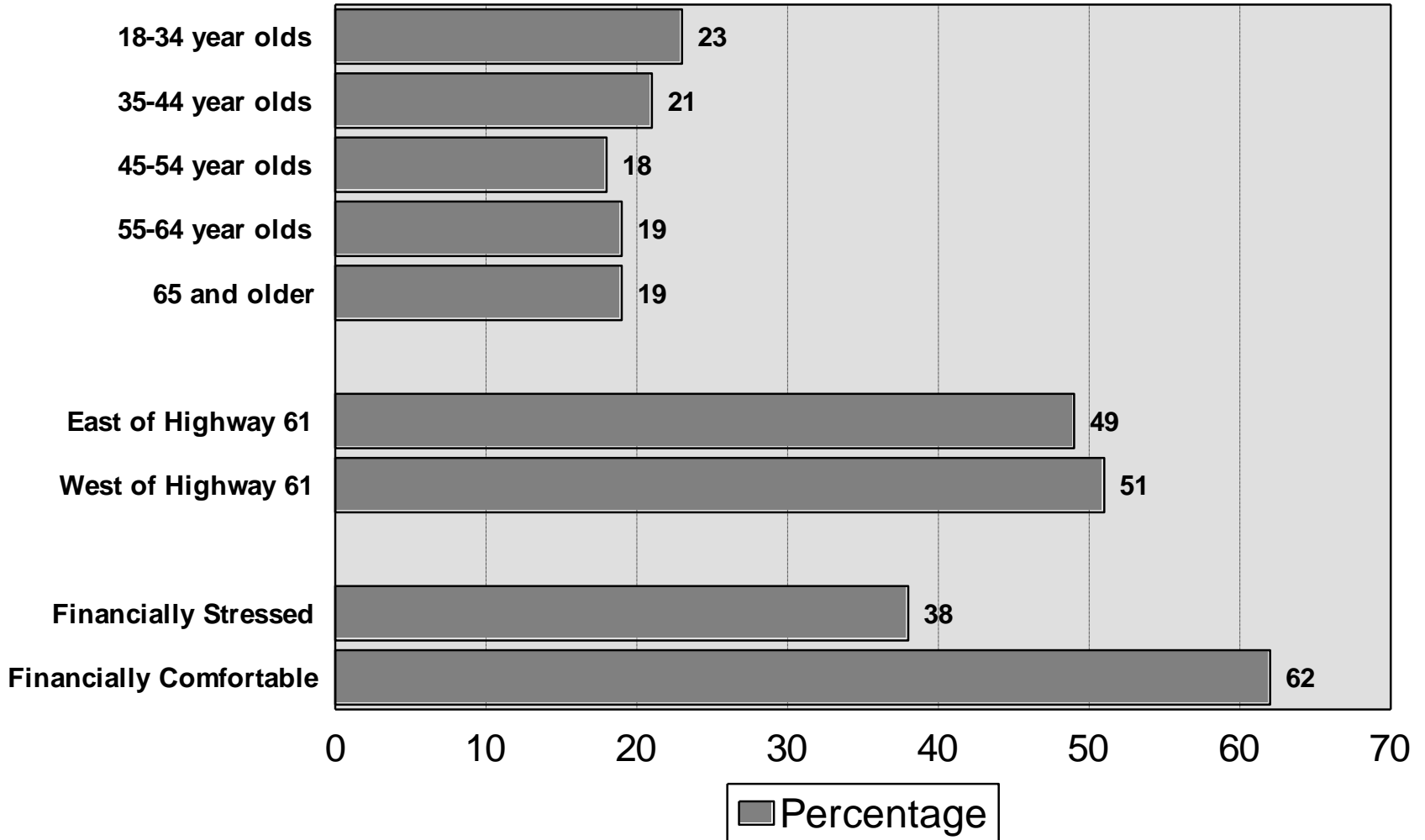
Demographics I

2021 City of Newport



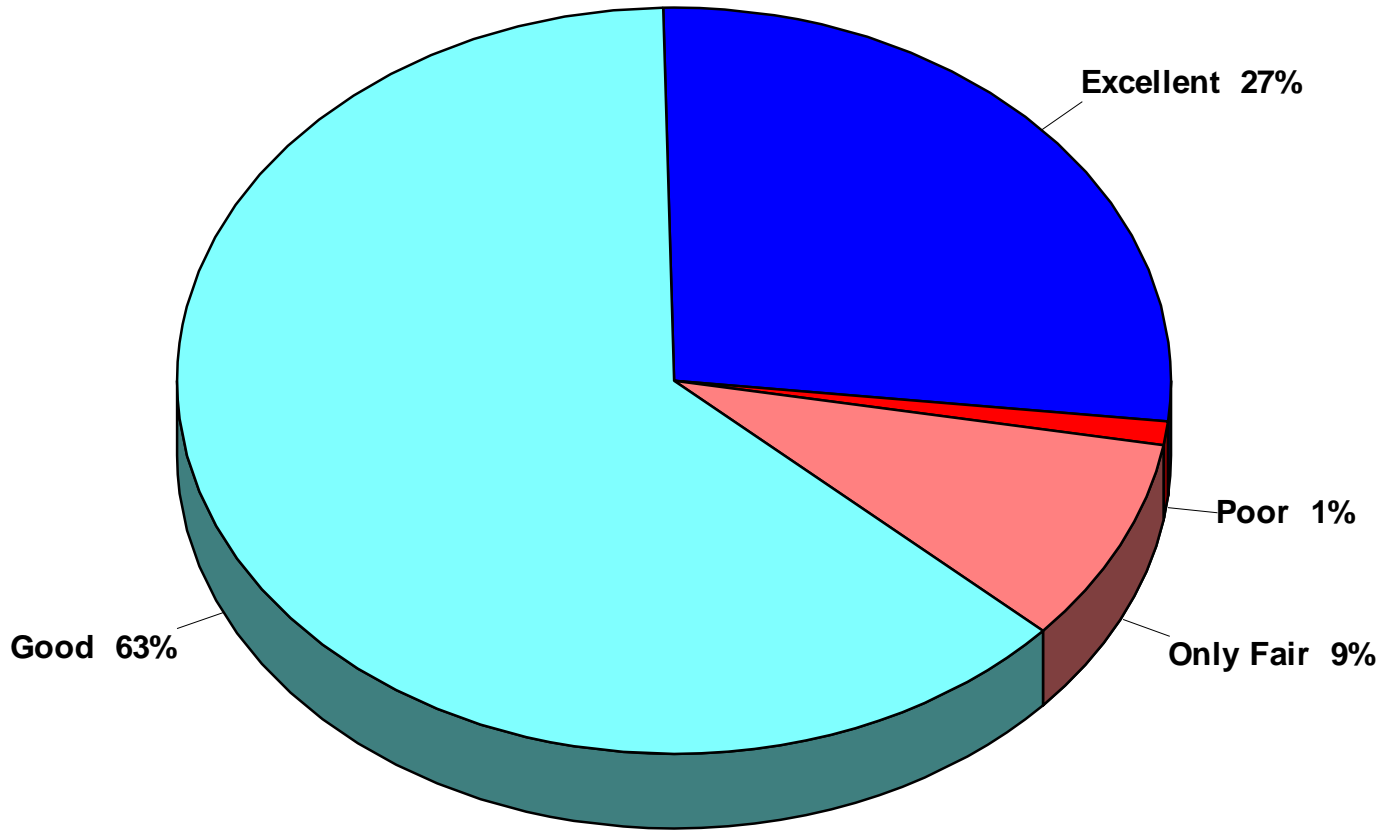
Demographics II

2021 City of Newport



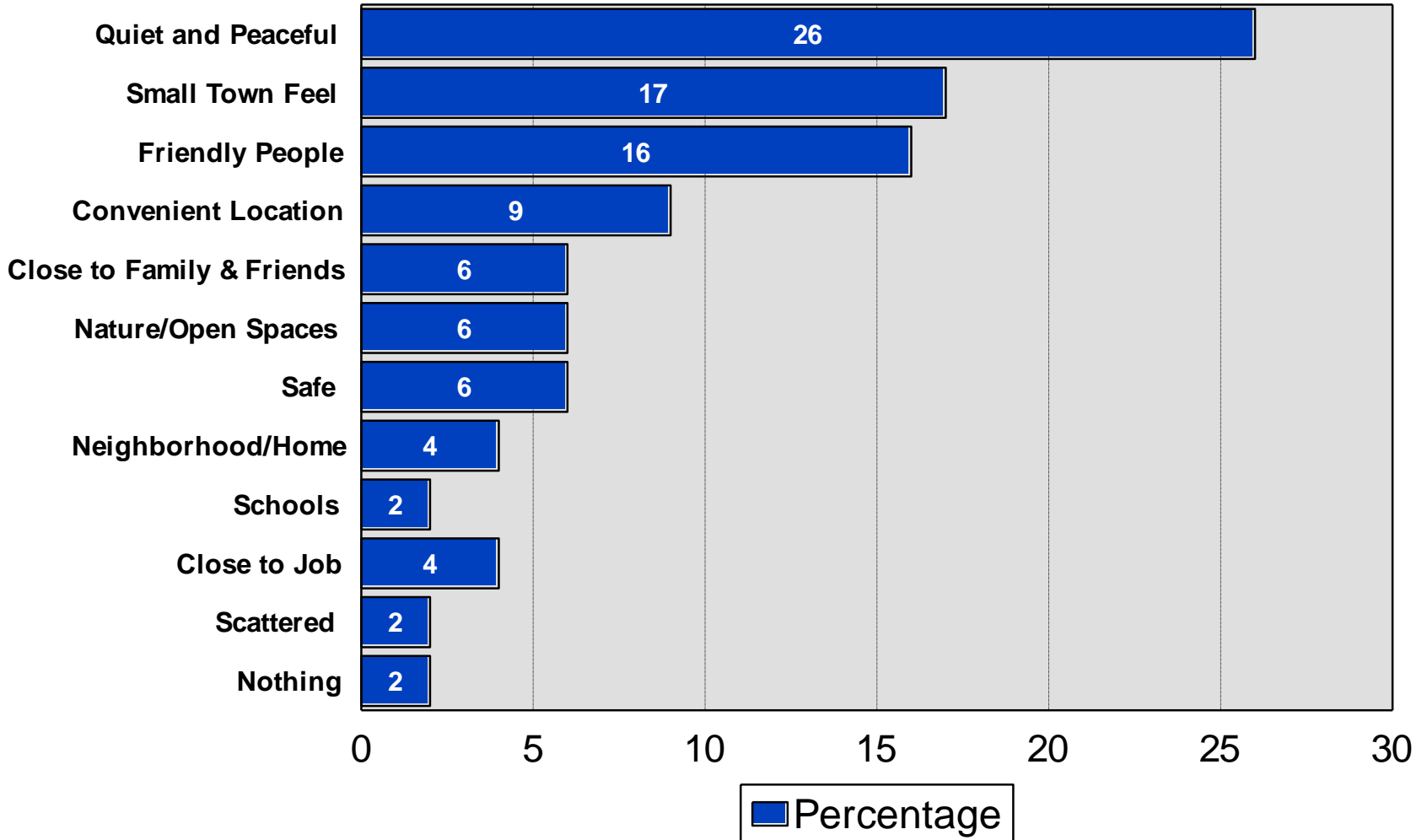
Quality of Life

2021 City of Newport



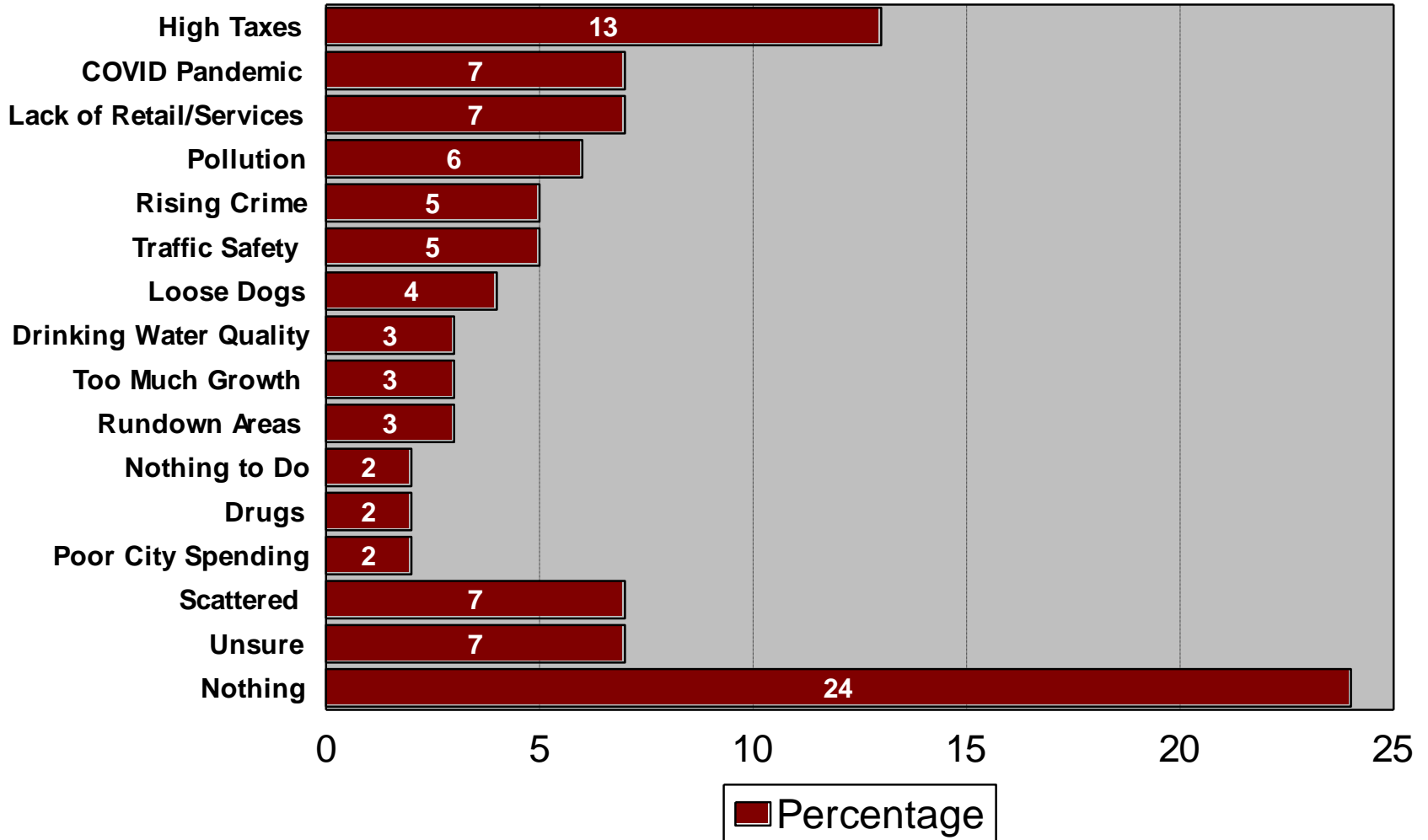
Like Most

2021 City of Newport



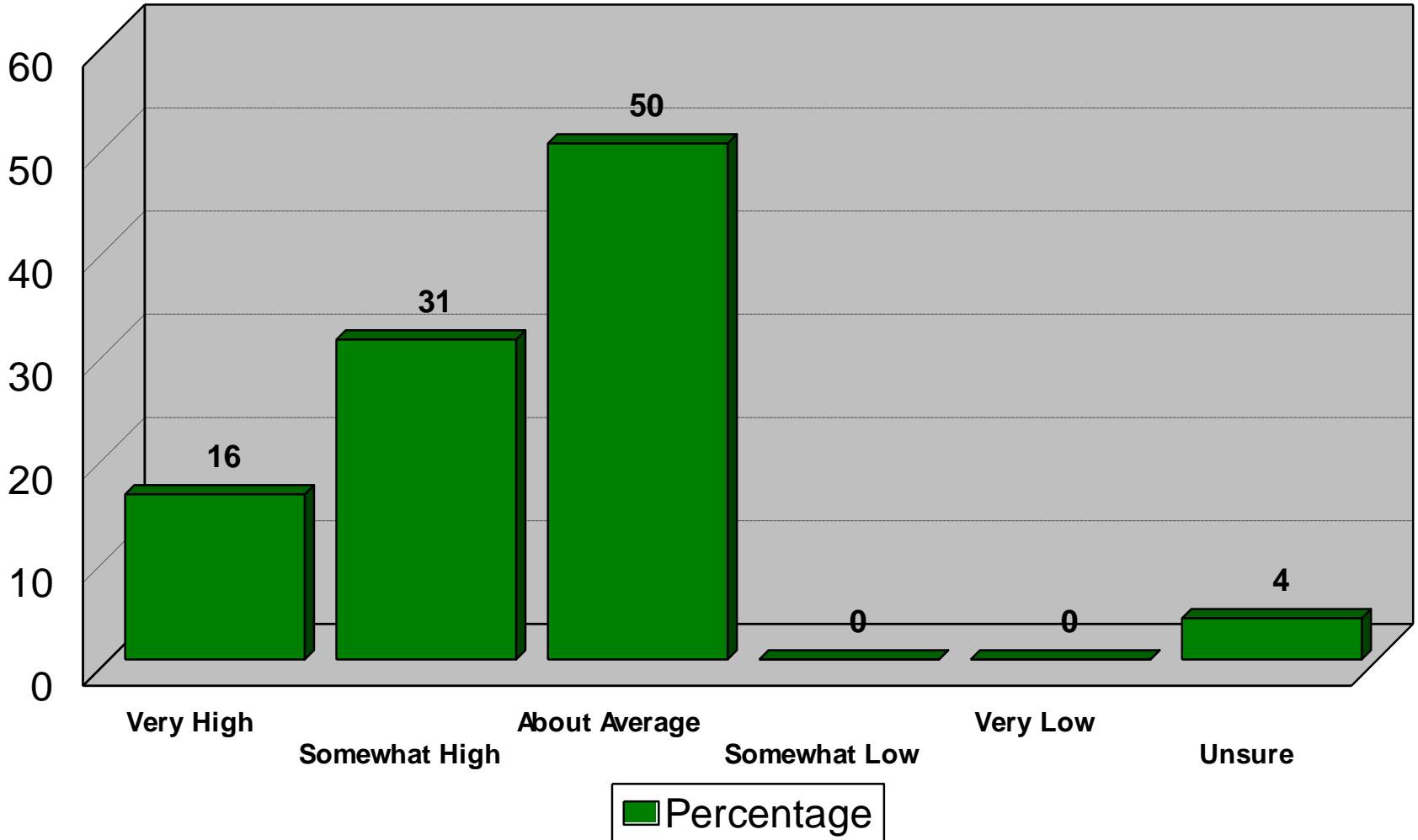
Most Serious Issue

2021 City of Newport



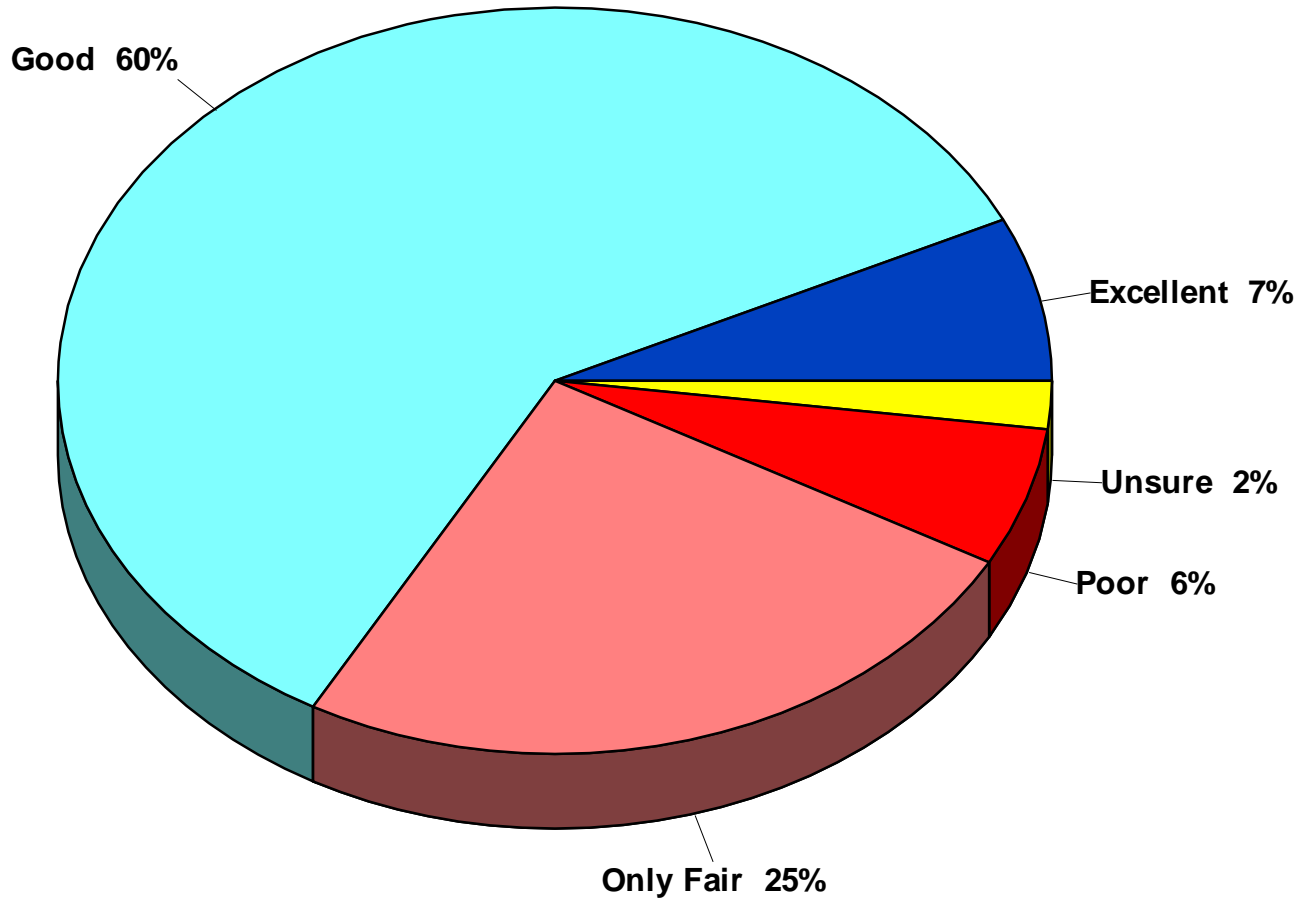
Property Tax Comparison

2021 City of Newport



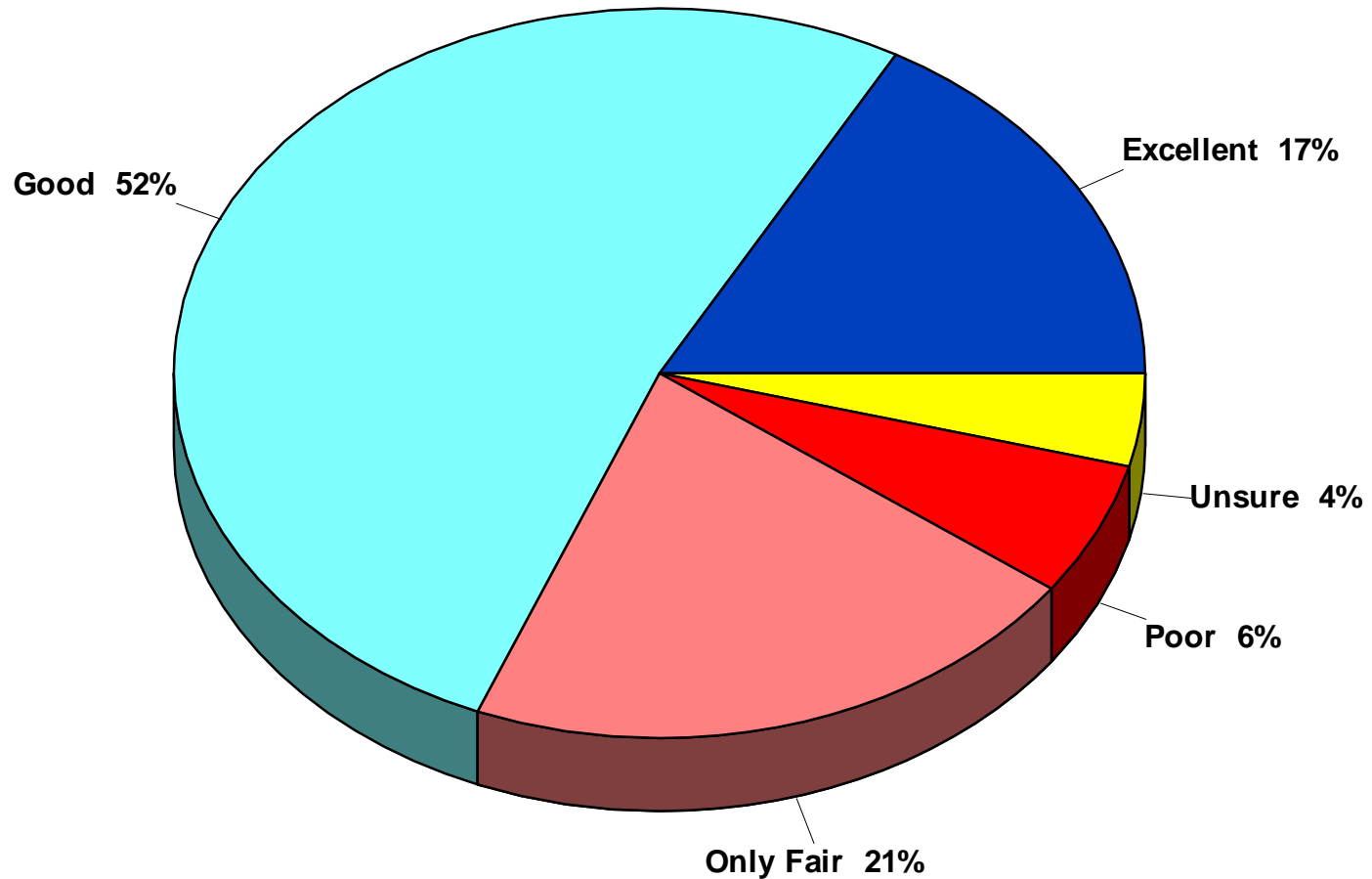
Value of City Services

2021 City of Newport



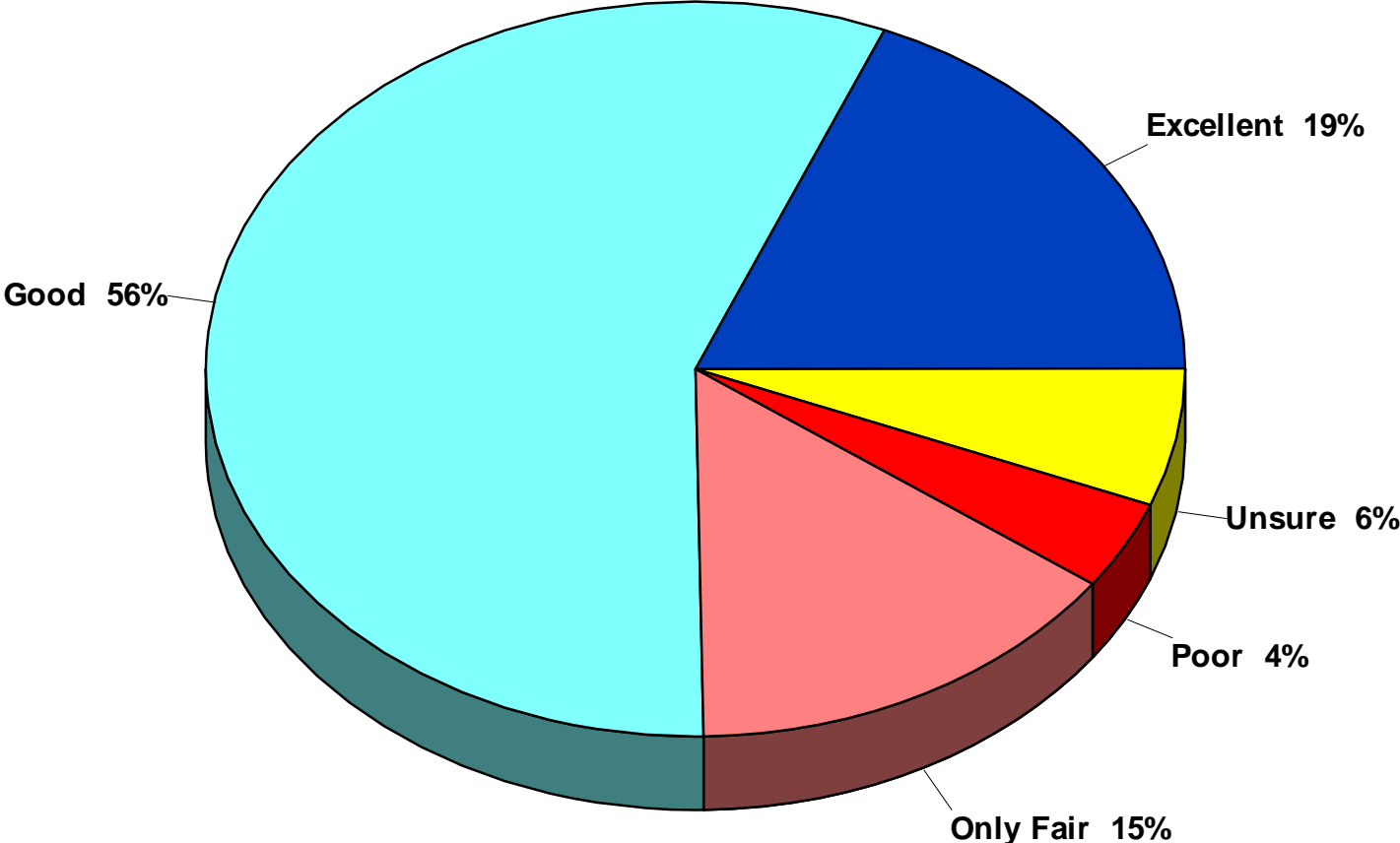
Rating of Park and Recreational Facilities

2021 City of Newport



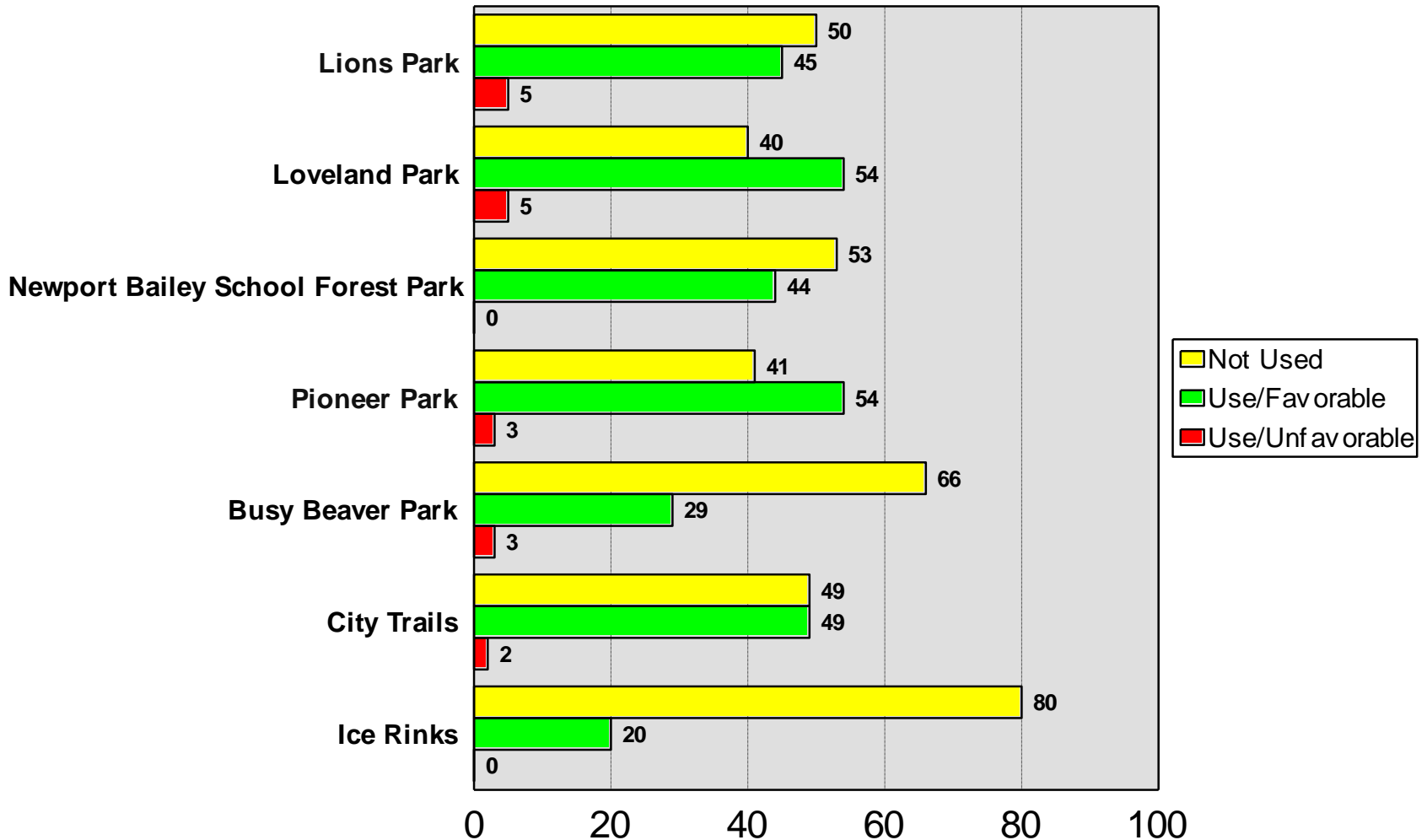
Rating of Maintenance and Upkeep of Park and Recreational Facilities

2021 City of Newport



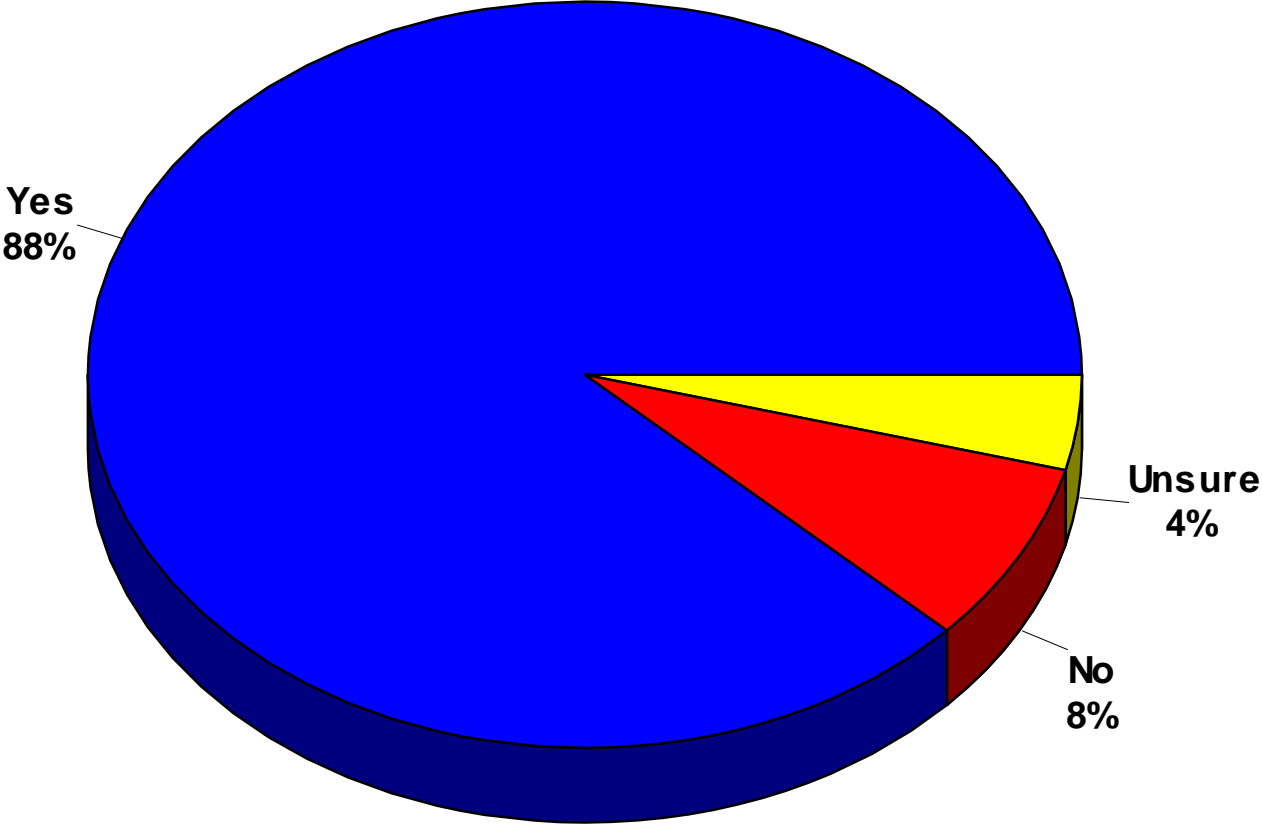
Usage and Ratings

2021 City of Newport



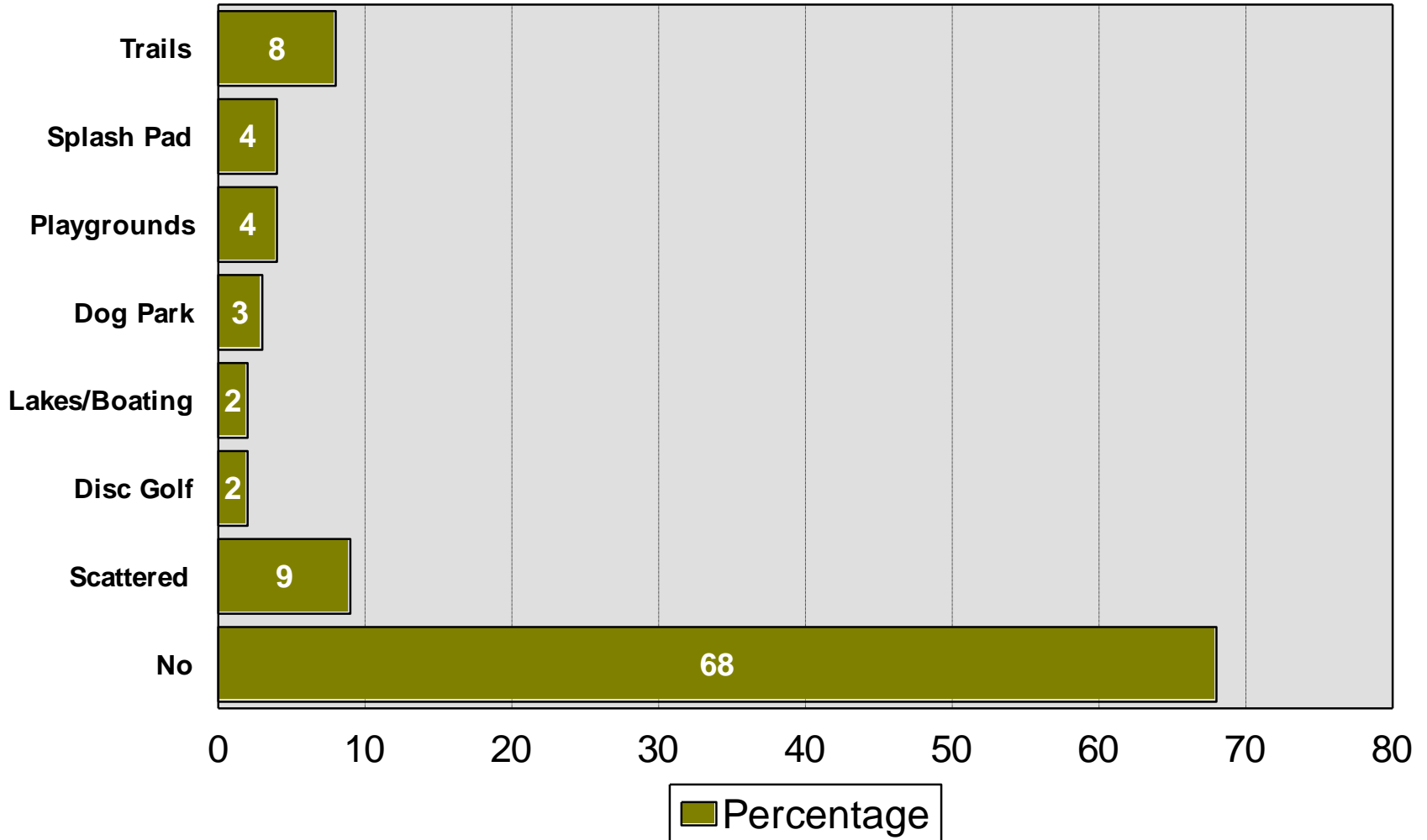
Current Mix Meet Needs of Household

2021 City of Newport



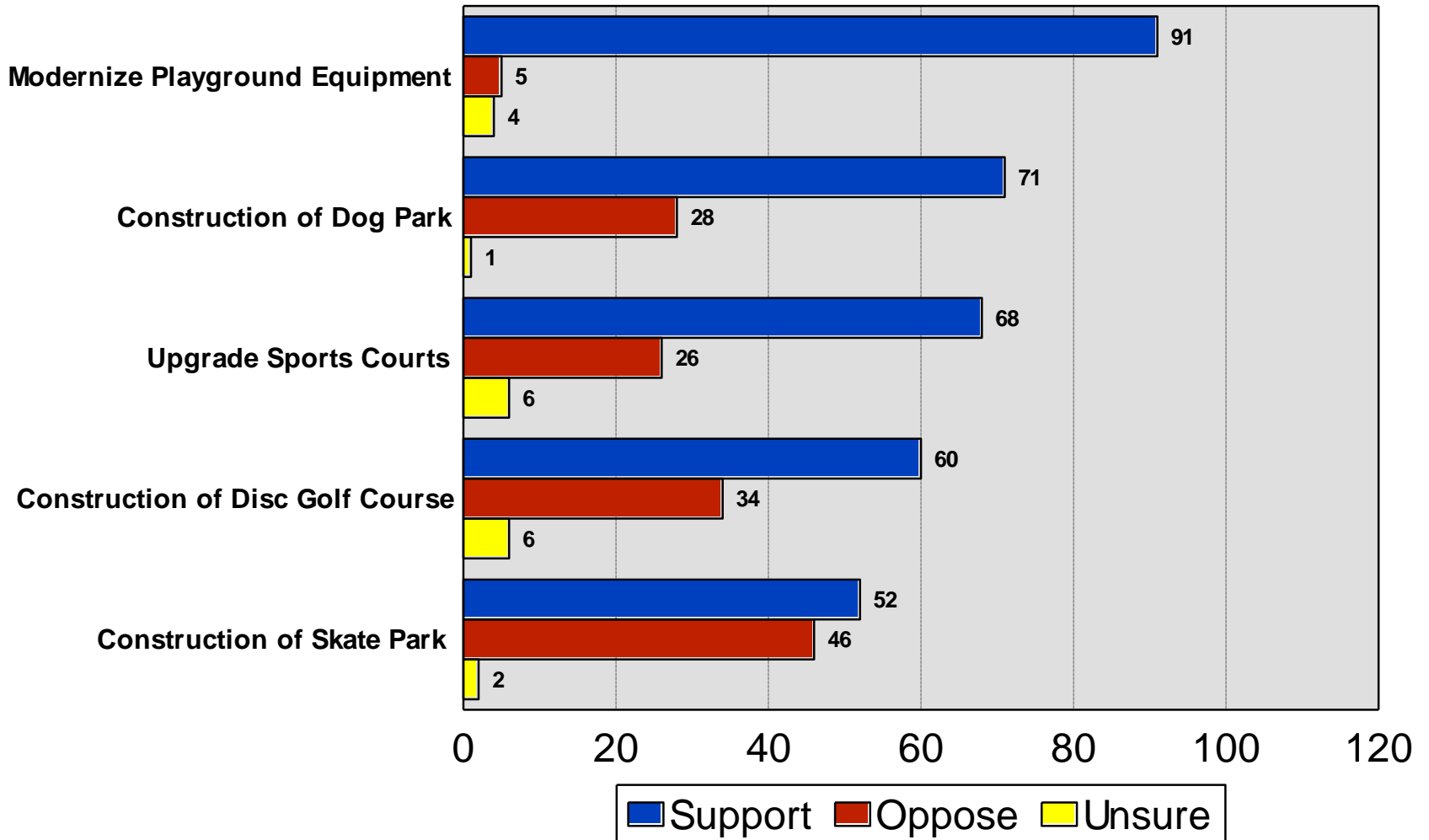
Recreation Leakage

2021 City of Newport



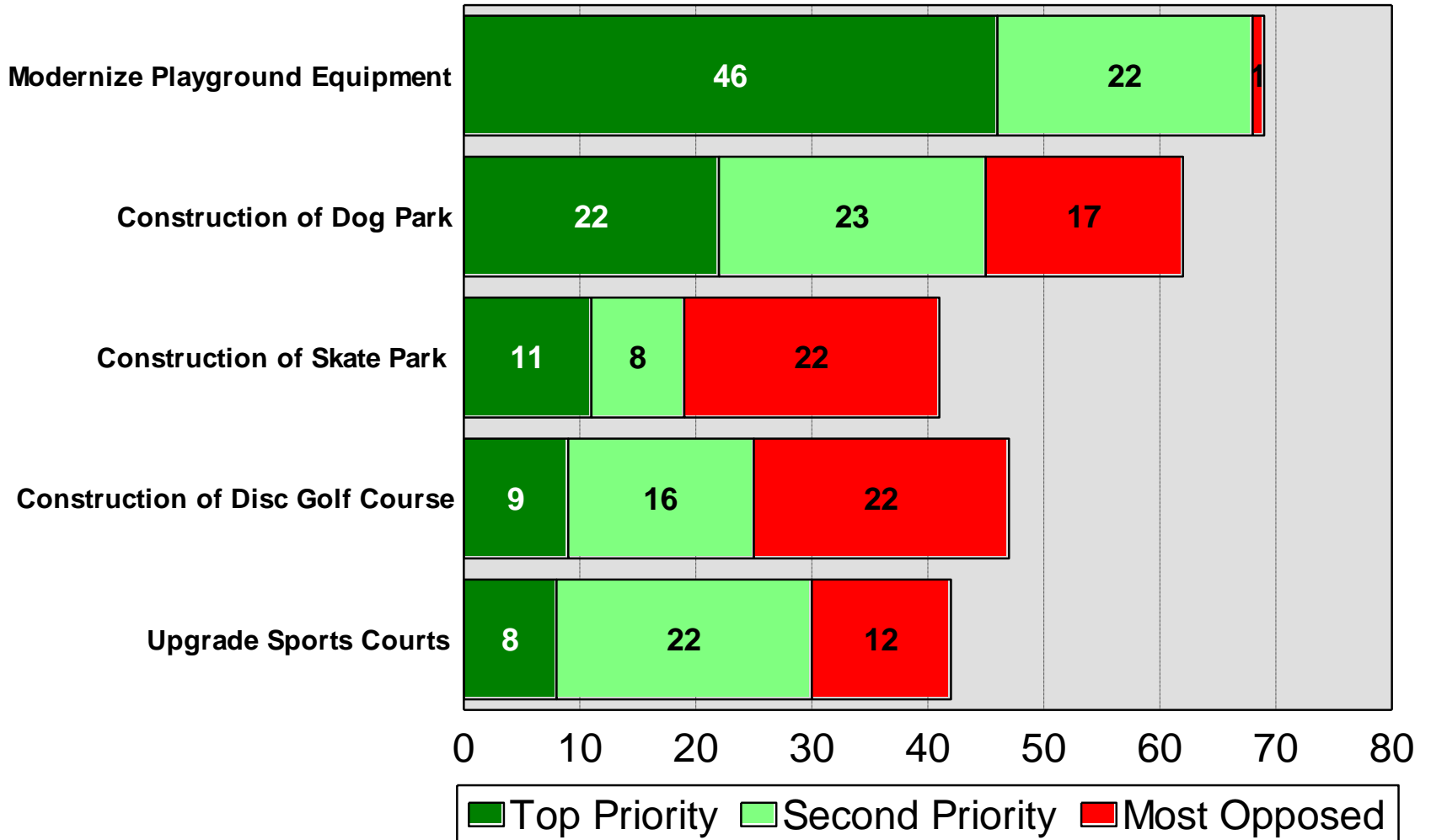
Use of City Funding for....

2021 City of Newport



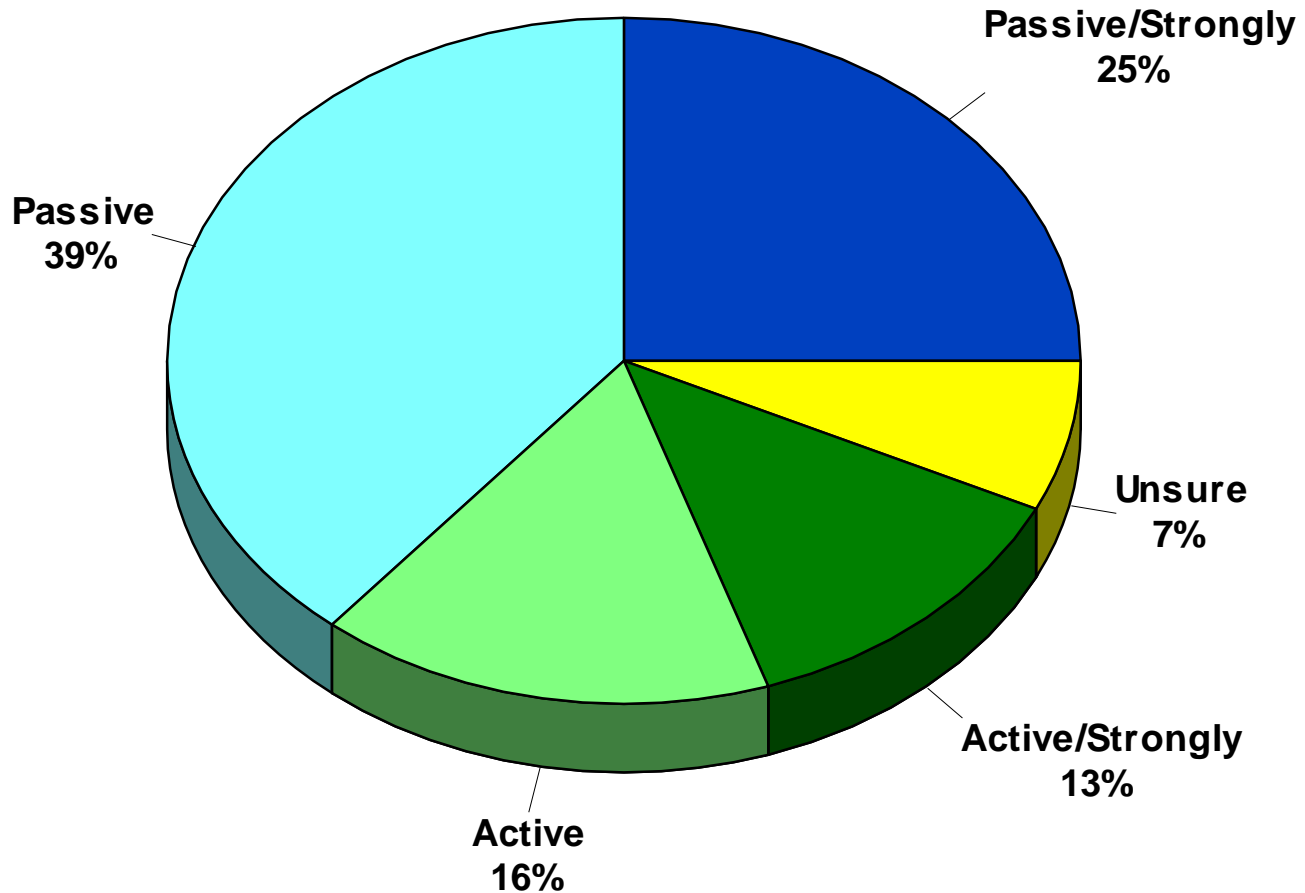
Priorities for Funding

2021 City of Newport



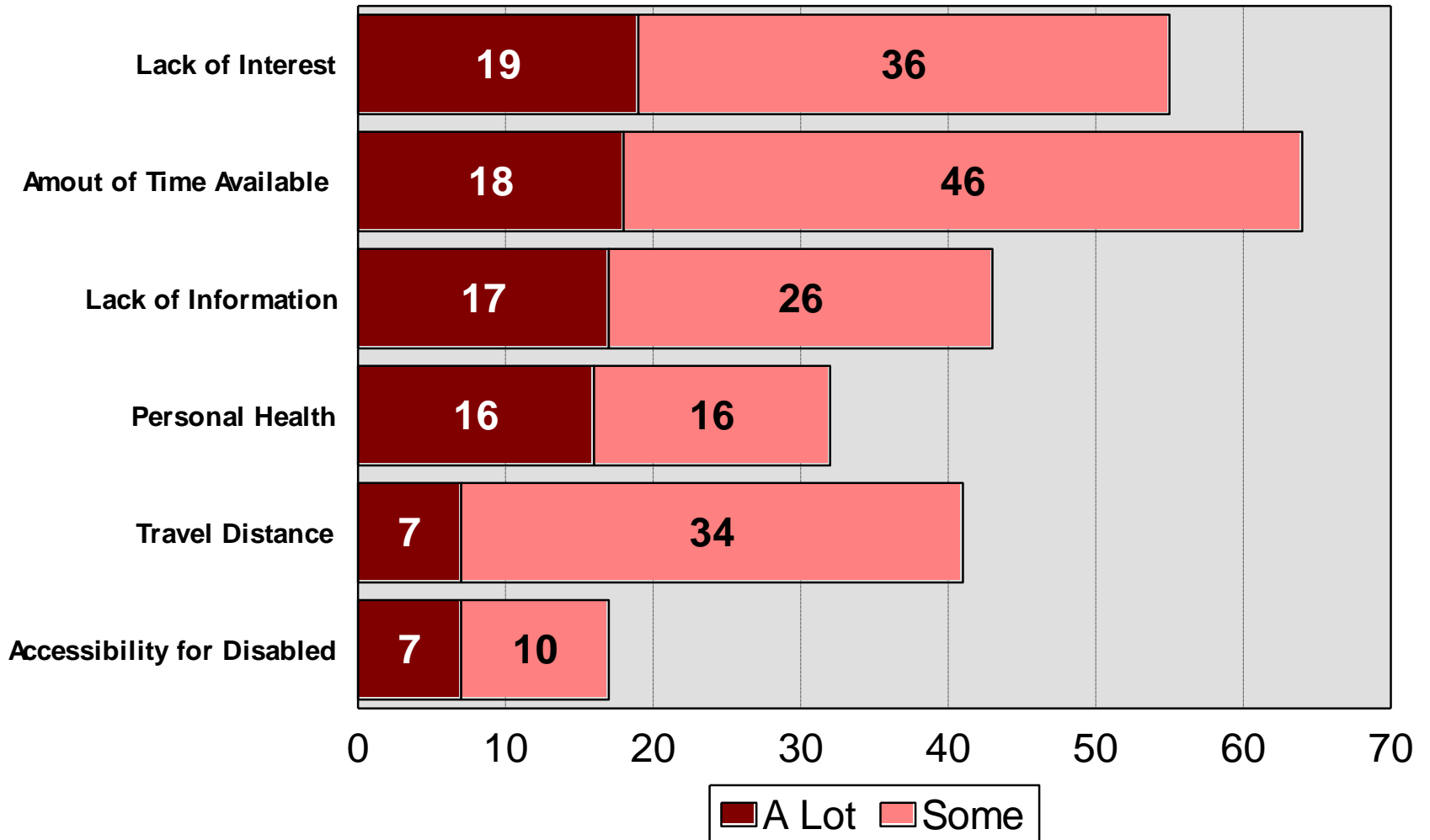
Recreation Preference

2021 City of Newport



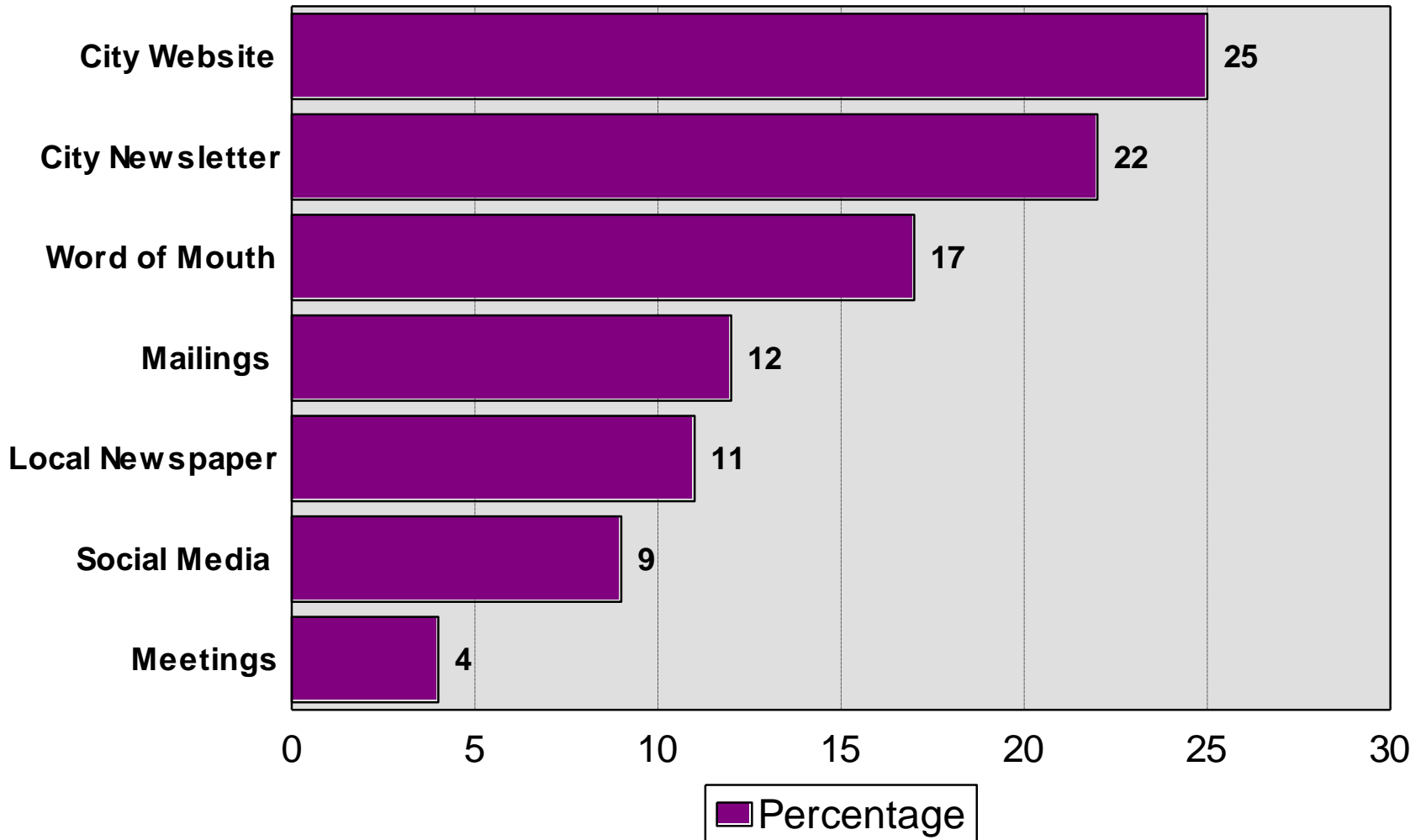
Barrier to Participation

2021 City of Newport



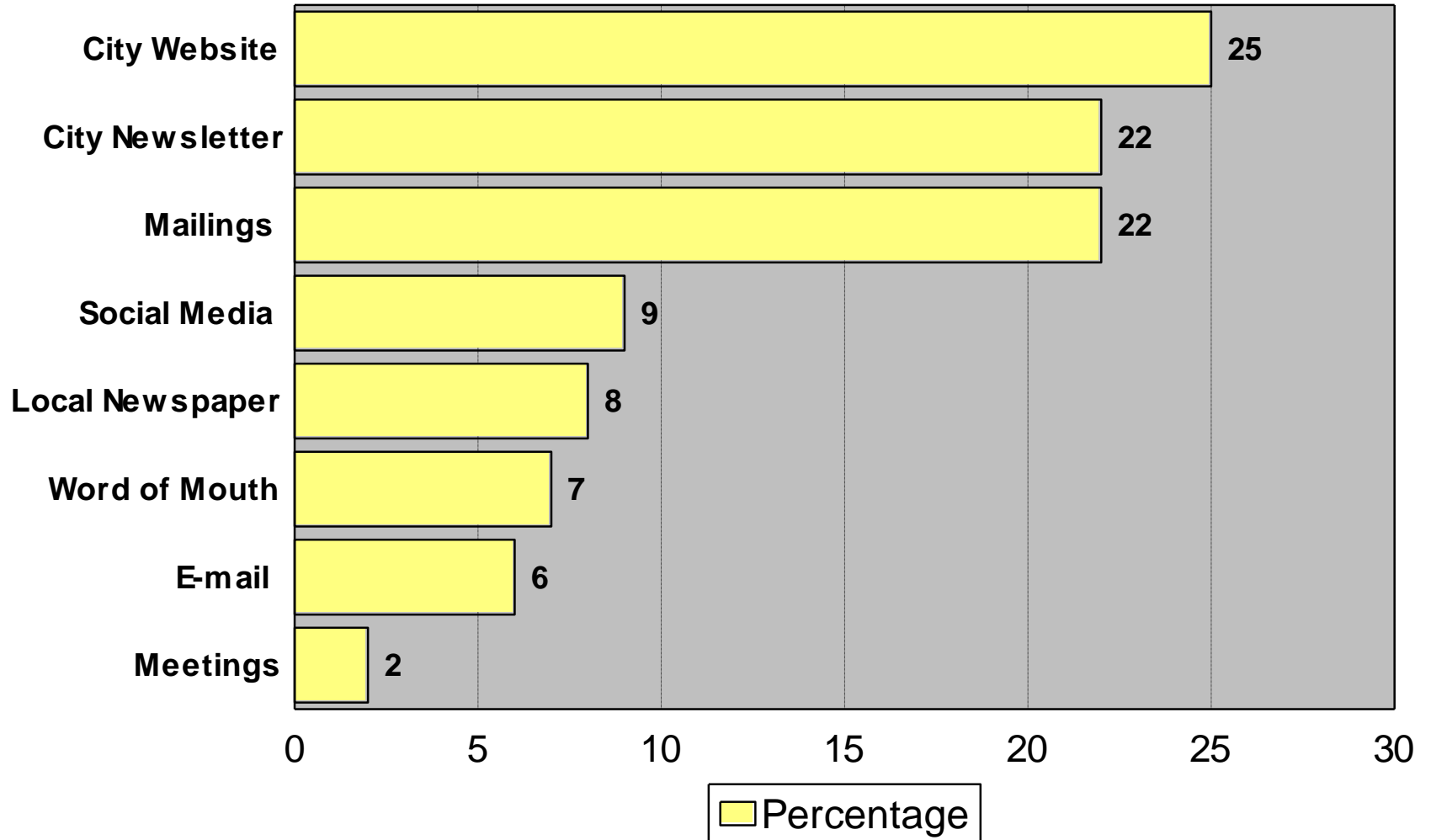
Principal Source of Information

2021 City of Newport



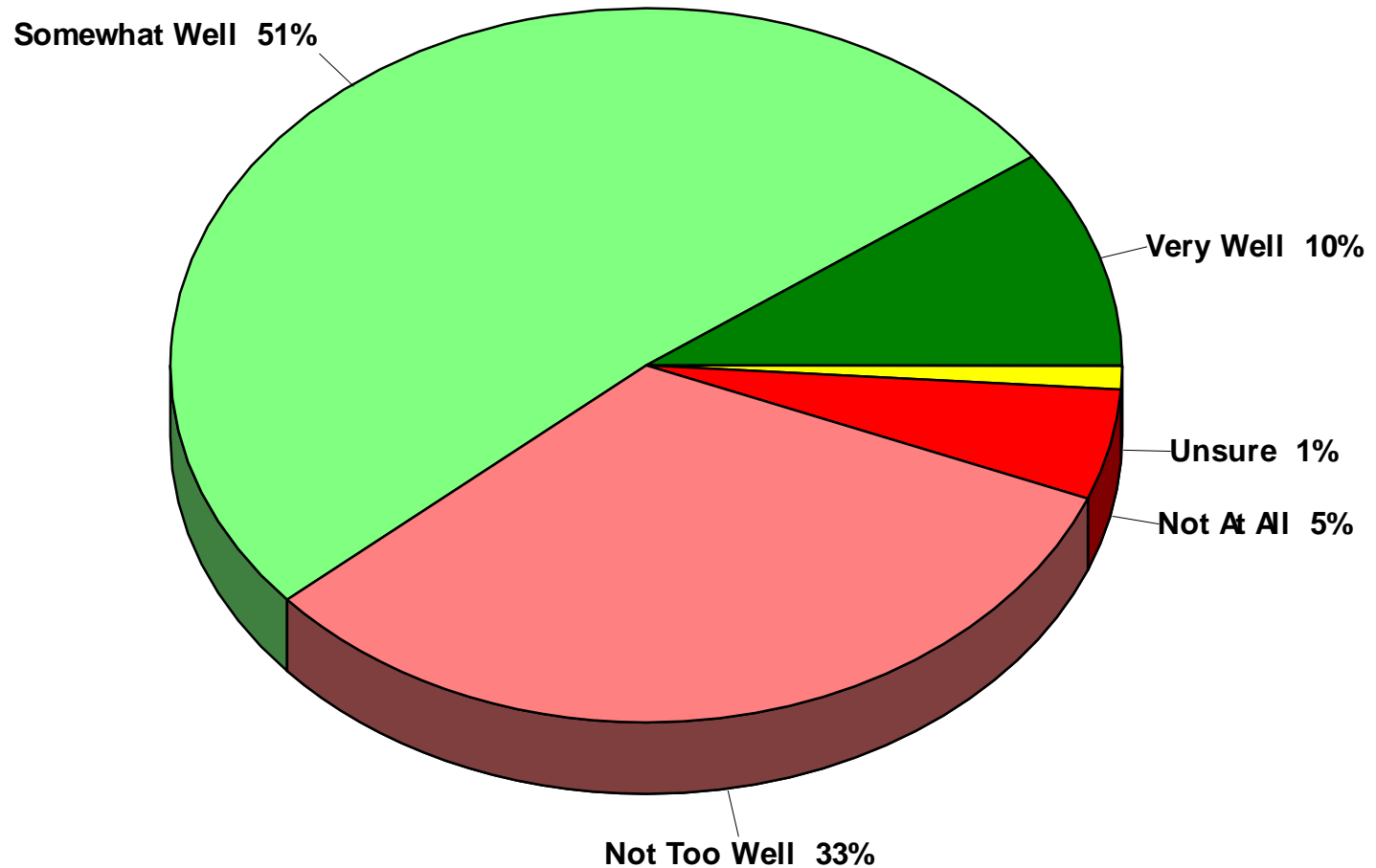
Most Effective Way

2021 City of Newport



Informed about Park and Recreational Facilities

2021 City of Newport



The Morris Leatherman Company
3128 Dean Court
Minneapolis, Minnesota 55416

City of Newport
Residential Study
FINAL OCTOBER 2021

Hello, I'm _____ of the Morris Leatherman Company, a polling firm located in Minneapolis. We've been retained by the City of Newport to speak with a random sample of residents about parks and recreation in the city. This survey is being taken because your city representatives and staff are interested in your opinions and suggestions. I want to assure you that all individual responses will be held strictly confidential; only summaries of the entire sample will be reported. (DO NOT PAUSE)

1. Approximately how many years have you lived in City of Newport?

LESS THAN TWO YEARS...	14%
TWO TO FIVE YEARS.....	20%
SIX TO TEN YEARS.....	22%
11 TO 20 YEARS.....	24%
OVER TWENTY YEARS.....	21%
DON'T KNOW/REFUSED.....	0%

2. How would you rate the quality of life in Newport -- excellent, good, only fair, or poor?

EXCELLENT.....	27%
GOOD.....	63%
ONLY FAIR.....	9%
POOR.....	1%
DON'T KNOW/REFUSED.....	0%

3. What do you like most about living in Newport?

NOTHING, 2%; CONVENIENT LOCATION, 9%; FRIENDLY PEOPLE, 16%; SMALL TOWN FEEL, 17%; QUIET AND PEACEFUL, 26%; NEIGHBORHOOD/HOME, 4%; CLOSE TO FAMILY AND FRIENDS, 6%; NATURE/OPEN SPACE, 6%; SCHOOLS, 2%; CLOSE TO JOB, 4%; SAFE, 6%; SCATTERED, 2%.

4. In general, what do you think is the most serious issue facing the city today?

UNSURE, 7%; NOTHING, 24%; RISING CRIME, 5%; COVID PANDEMIC, 7%; LACK OF RETAIL/SERVICES, 7%; POLLUTION, 6%; TOO MUCH GROWTH, 3%; LOOSE DOGS, 4%; HIGH TAXES, 13%; TRAFFIC SAFETY, 5%; DRUGS, 2%; POOR CITY SPENDING, 2%; RUNDOWN AREAS, 3%; DRINKING WATER QUALITY, 3%; NOTHING TO DO, 2%; SCATTERED, 7%.

Let's talk about property taxes and city services for a moment...

5.	In comparison with neighboring areas, do you consider total property taxes in your community to be very high, somewhat high, about average, somewhat low, or very low?	VERY HIGH.....16% SOMEWHAT HIGH.....31% ABOUT AVERAGE.....50% SOMEWHAT LOW.....0% VERY LOW.....0% DON'T KNOW/REFUSED.....4%
6.	How would you rate the value you receive, when you consider the property taxes you pay and the services you receive -- excellent, good, only fair, or poor?	EXCELLENT.....7% GOOD.....60% ONLY FAIR.....25% POOR.....6% DON'T KNOW/REFUSED.....2%

Turning to parks and recreation, specifically....

7.	How would you rate park and recreational facilities in the City of Newport -- excellent, good, only fair, or poor?	EXCELLENT.....17% GOOD.....52% ONLY FAIR.....21% POOR.....6% DON'T KNOW/REFUSED.....4%
8.	How would you rate the maintenance and upkeep of park and recreational facilities in Newport - excellent, good, only fair or poor?	EXCELLENT.....19% GOOD.....57% ONLY FAIR.....15% POOR.....4% DON'T KNOW/REFUSED.....6%

When you consider your quality of life in the city....

9.	How important are park and recreational facilities to you -- very important, somewhat important, not too important or not at all important?	VERY IMPORTANT.....25% SOMEWHAT IMPORTANT....47% NOT TOO IMPORTANT.....21% NOT AT ALL IMPORTANT...7% DON'T KNOW/REFUSED.....0%
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The Newport Park system is composed of five main parks, for each park, please tell me if you or members of your household use that park. Then for each one you use, please tell me if you would rate that park as excellent, good, only fair, or poor?

	NOT USE	USE USE	USE USE	USE USE	DK/	
	USE	EXC	GOO	FAI	POO	REF
10. Lions Park?	50%	34%	11%	3%	2%	0%

IF "NOT USED," ASK: (N=125)

11. Why have you not used the park?

NOT INTERESTED, 21%; USE OTHER PARKS, 6%; TOO BUSY, 6%; AGE/HEALTH ISSUES, 16%; CHILDREN DON'T LIKE IT, 4%; NOT CLOSE TO HOME, 14%; NOT AWARE OF PARK, 26%; CROWDED, 2%; NOT ENOUGH AMENITIES, 3%; SCATTERED, 2%.

IF USED BUT NOT EXCELLENT, ASK: (N=43)

12. What changes or improvements could be made to Lions Park to make it excellent?

UNSURE/NOTHING, 5%; BASKETBALL COURTS, 9%; UPDATE PLAYGROUND, 30%; PICNIC AREAS, 14%; RESTROOMS, 3%; MORE TRAILS, 3%; MORE LIGHTS, 7%; BETTER MAINTENANCE, 9%; DOG PARK, 3%; MORE TRASH BINS, 3%; ICE RINK/WARMING HOUSE, 7%; MORE FOR TEENS, 3%; SCATTERED, 4%.

	NOT USE	USE EXC	USE GOO	USE FAI	USE POO	DK/ REF
13. Loveland Park?	40%	44%	10%	3%	2%	1%

IF "NOT USED," ASK: (N=100)

14. Why have you not used the park?

NOT INTERESTED, 16%; USE OTHER PARKS, 6%; TOO BUSY, 8%; AGE/HEALTH ISSUES, 17%; CHILDREN DON'T LIKE IT, 4%; NOT CLOSE TO HOME, 14%; NOT AWARE OF PARK, 23%; NOT ENOUGH AMENITIES, 3%; NO TRAILS, 2%; OLD EQUIPMENT, 4%; SCATTERED, 3%.

IF USED BUT NOT EXCELLENT, ASK: (N=39)

15. What changes or improvements could be made to Loveland Park to make it excellent?

UNSURE/NOTHING, 2%; TENNIS COURTS, 13%; BETTER PARKING, 2%; UPDATE PLAYGROUND, 31%; RESTROOMS, 15%; MORE TRAILS, 5%; MORE LIGHTS, 2%; BETTER MAINTENANCE, 8%; BALLFIELDS, 5%; POLICE PATROLS, 5%; MORE TRASH BINS, 10%; SCATTERED, 2%.

	NOT USE	USE EXC	USE GOO	USE FAI	USE POO	DK/ REF
16. Newport Bailey School Forest Park?	53%	38%	6%	0%	0%	2%

IF "NOT USED," ASK: (N=132)

17. Why have you not used the park?

UNSURE, 2%; NOT INTERESTED, 23%; USE OTHER PARKS, 3%; TOO BUSY, 8%; AGE/HEALTH ISSUES, 14%; CHILDREN DON'T LIKE IT, 2%; NOT CLOSE TO HOME, 11%; NOT AWARE OF PARK, 32%; NOT ENOUGH AMENITIES, 2%; SCATTERED, 3%.

IF USED BUT NOT EXCELLENT, ASK: (N=20)

18. What changes or improvements could be made to Newport Bailey School Forest Park to make it excellent?

UNSURE/NOTHING, 10%; BASKETBALL COURTS, 10%; BETTER PARKING, 5%; UPDATE PLAYGROUND, 5%; PAVED TRAILS, 5%; MORE TRAILS, 15%; MORE LIGHTS, 5%; BETTER MAINTENANCE, 20%; BETTER BALLFIELDS, 5%; MORE AMENITIES, 20%.

	NOT USE	USE EXC	USE GOO	USE FAI	USE POO	DK/ REF
19. Pioneer Park?	41%	46%	8%	2%	1%	1%

IF "NOT USED," ASK: (N=103)

20. Why have you not used the park?

NOT INTERESTED, 28%; USE OTHER PARKS, 3%; TOO BUSY, 9%; AGE/HEALTH ISSUES, 16%; CHILDREN DON'T LIKE IT, 2%; NOT CLOSE TO HOME, 16%; NOT AWARE OF PARK, 21%; CROWDED, 2%; SCATTERED, 3%.

IF USED BUT NOT EXCELLENT, ASK: (N=29)

21. What changes or improvements could be made to the Pioneer Park to make it excellent?

BASKETBALL COURTS, 7%; UPDATE PLAYGROUND, 35%; PICNIC AREAS, 17%; RESTROOMS, 10%; MORE LIGHTS, 4%; BETTER MAINTENANCE, 17%; DOG PARK, 4%; SCATTERED, 7%.

	NOT USE	USE EXC	USE GOO	USE FAI	USE POO	DK/ REF
22. Busy Beaver Park?	66%	28%	1%	0%	3%	2%

IF "NOT USED," ASK: (N=166)

23. Why have you not used the park?

UNSURE, 2%; NOT INTERESTED, 14%; USE OTHER PARKS, 2%;
TOO BUSY, 6%; AGE/HEALTH ISSUES, 10%; CHILDREN DON'T
LIKE IT, 20%; NOT CLOSE TO HOME, 5%; NOT AWARE OF
PARK, 37%; SCATTERED, 4%.

IF USED BUT NOT EXCELLENT, ASK: (N=15)

24. What changes or improvements could be made to Busy
Beaver Park to make it excellent?

UNSURE, 7%; TENNIS COURTS, 7%; UPDATE PLAYGROUND, 53%;
MORE TRAILS, 7%; BETTER MAINTENANCE, 27%.

25. Do you or members of your house- hold use city trails? (IF "YES," ASK:) How would you rate city trails - excellent, good, only fair or poor?	NO.....	49%
	YES/EXCELLENT.....	43%
	YES/GOOD.....	6%
	YES/ONLY FAIR.....	1%
	YES/POOR.....	1%
	DON'T KNOW/REFUSED.....	0%

IF USED BUT NOT EXCELLENT, ASK: (N=21)

26. What changes or improvements could be made to city
trails to make them excellent?

PLOW DURING WINTER, 14%; CLEAN UP LITTER/DEBRIS, 29%;
POLICE PATROLLING, 5%; BENCHES, 5%; LIGHTS, 5%;
SIGNAGE, 10%; PAVED TRAILS, 19%; MORE TRAILS, 14%;

27. Do you or members of your house- hold use city ice rinks? (IF "YES," ASK:) How would you rate city ice rinks - excellent, good, only fair or poor?	NO.....	80%
	YES/EXCELLENT.....	17%
	YES/GOOD.....	3%
	YES/ONLY FAIR.....	0%
	YES/POOR.....	0%
	DON'T KNOW/REFUSED.....	0%

IF USED, ASK: (N=50)

28. Do you use city ice rinks to play hockey, broomball or boot hockey? YES.....76%
NO.....24%
DON'T KNOW/REFUSED.....0%

IF USED BUT NOT EXCELLENT, ASK: (N=9)

29. What changes or improvements could be made to city ice rinks to make them excellent?

SECOND SHEET OF ICE, 45%; BETTER/SMOOTHER ICE, 55%.

30. Do you feel that the current mix of park and recreational facilities meets the needs of members of your household? YES.....88%
NO.....8%
DON'T KNOW/REFUSED.....4%

IF "NO," ASK: (N=20)

31. What additional park and recreational facilities would you like to see the City of Newport offer residents?

UNSURE, 5%; GREEN/OPEN SPACE, 30%; MORE PARKS, 15%;
MORE FOR TEENS, 15%; COMMUNITY CENTER, 5%; MORE
TRAILS, 5%; CROSS-COUNTRY SKIING, 5%; DOG PARK, 5%;
2ND ICE RINK, 5%; SPLASH PAD/POOL, 10%.

32. Do you or members of your household regularly leave the City of Newport to use park and recreational facilities in other cities? (IF "YES," ASK:) What types of facilities are you using elsewhere?

NO, 68%; SPLASH PAD, 4%; PLAYGROUNDS, 4%; DOG PARK, 3%;
LAKES/BOATING, 2%; TRAILS, 8%; DISC GOLF, 2%; SCATTERED,
9%.

IF A FACILITY IS MENTIONED, ASK: (N=79)

33. What city do you normally go to use that park and recreational facility?

SAINT PAUL, 10%; WOODBURY, 42%; MAPLEWOOD, 4%;
COTTAGE GROVE, 18%; SAINT PAUL PARK, 3%; BLOOMINGTON,
3%; INVER GROVE HEIGHTS, 3%; SCATTERED, 17%.

Moving on....

I would like to read you a list of park improvements the City could undertake. For each one, please tell me if you would strongly support the use of city funding for that purpose,

somewhat support, somewhat oppose, or strongly oppose the use of city funding for it. If you have no opinion, just say so....
(ROTATE)

	STS	SMS	SMO	STO	DKR
34. Construction of a skatepark?	19%	33%	26%	20%	2%
35. Modernize playground equipment and bring them into ADA compliance?	58%	33%	2%	3%	4%
36. Upgrades of sport courts for pickleball and tennis?	31%	37%	19%	7%	6%
37. Construction of a frisbee or a disc golf course?	26%	34%	20%	14%	6%
38. Construction of a dog park?	40%	31%	12%	16%	1%

Now, I would like to briefly re-read the list.

- 39. Please tell me which one, if any, of those components you would place as the top priority?
- 40. Of the remaining components, which one would you rank as the second priority?
- 41. Is there any one component you are most opposed to? (IF "YES," ASK:) Which one?

	TOP	SEC	OPP
CONSTRUCTION OF SKATE PARK.....	11%	8%	22%
MODERNIZE PLAYGROUND EQUIPMENT.....	46%	22%	1%
UPGRADES OF SPORT COURTS.....	8%	22%	12%
CONSTRUCTION OF A FRISBEE OR A DISC GOLF COURSE.....	9%	16%	22%
CONSTRUCTION OF A DOG PARK.....	22%	23%	17%
ALL (VOL.).....	2%	2%	0%
MULTIPLE (VOL.).....	0%	0%	1%
NONE (VOL.).....	1%	5%	11%
DON'T KNOW/REFUSED.....	0%	3%	13%

Moving on...

I'm going to read you a PAIR of statements. Please tell me whether the FIRST statement or the SECOND statement COMES CLOSEST to your own views -- even if neither is exactly right. (ASK AFTER INITIAL ANSWER) Do you feel strongly about that, or not?

42. A) I prefer to undertake passive park and recreation activities that don't require organization, such as walking; OR STATEMENT A/STRONGLY..25%
STATEMENT A.....39%
STATEMENT B.....16%
STATEMENT B/STRONGLY..13%
- B) I prefer to undertake active park and recreation activities that require organization, such sports leagues? DON'T KNOW/REFUSED.....7%

Turning now to barriers for participation....

To what extent does each of the following considerations limit your usage in city park and recreation activities -- would you say it limits you a lot, somewhat, or not at all?

	ALT	SOM	NOT	DKR
43. Amount of time available?	18%	46%	36%	0%
44. Travel distance to city parks?	7%	34%	58%	0%
45. Personal health?	16%	16%	67%	0%
46. Lack of interest in activities offered?	19%	36%	44%	1%
47. Lack of information about the city's park and recreation activities?	17%	26%	58%	0%
48. Accessibility for the disabled?	7%	10%	82%	1%

Moving on....

49. What is your principal source of information about Newport city government and its services?

CITY NEWSLETTER, 22%; CITY WEBSITE, 25%; LOCAL NEWSPAPER, 11%; SOCIAL MEDIA, 9%; WORD OF MOUTH, 17%; MAILINGS, 12%; MEETINGS, 4%.

50. What is the most effective way for you to receive information about Newport city government and its services?

CITY NEWSLETTER, 22%; CITY WEBSITE, 25%; EMAIL, 6%; LOCAL NEWSPAPER, 8%; SOCIAL MEDIA, 9%; WORD OF MOUTH, 7%; MAILINGS, 22%; MEETINGS, 2%.

51. In general, how well informed are you about the City of Newport park system and its facilities -- are you very well informed, somewhat well informed, not too well informed, or not at all informed? VERY WELL INFORMED....10%
SOMEWHAT WELL INFORM..52%
NOT TOO WELL INFORMED.33%
NOT AT ALL INFORMED....5%
DON'T KNOW/REFUSED.....1%

Now just a few more questions for demographic purposes....

Could you please tell me how many people in each of the following age groups live in your household. Let's start oldest to youngest, and be sure to include yourself....

52. First, persons 65 or over?	NONE.....	74%
	ONE.....	12%
	TWO OR MORE.....	14%
	REFUSED.....	0%
53. Adults, between 36 and 64 year olds?	NONE.....	42%
	ONE.....	22%
	TWO OR MORE.....	36%
	REFUSED.....	0%
54. Adults, between 19 and 35 year olds?	NONE.....	66%
	ONE.....	14%
	TWO OR MORE.....	20%
	REFUSED.....	0%
55. Children, 13 to 18 years olds?	NONE.....	87%
	ONE.....	8%
	TWO OR MORE.....	5%
	REFUSED.....	0%
56. Children, 12 years old or younger?	NONE.....	70%
	ONE.....	15%
	TWO OR MORE.....	15%
	REFUSED.....	0%
57. Do you own a dog?	YES.....	31%
	NO.....	69%
	DON'T KNOW/REFUSED.....	0%

IF "YES," ASK: (N=78)

If the City were to construct a dog park....

58. Would you be willing to pay a fee to use the dog park?	YES.....	55%
	NO.....	41%
	DON'T KNOW/REFUSED.....	4%
59. What is your age, please?	18-24.....	7%
	25-34.....	16%
	35-44.....	21%
	45-54.....	18%
	55-64.....	19%
	65 AND OVER.....	19%
	REFUSED.....	0%

60.	Do you live east or west of Highway 61?	EAST.....49%
		WEST.....51%
		DON'T KNOW/REFUSED.....0%
61.	Finally, thinking about your household finances, how would you describe your financial situation, would you say that --	STATEMENT A.....4%
		STATEMENT B.....34%
		STATEMENT C.....48%
		STATEMENT D.....14%
	A) Your monthly expenses are exceeding your income;	DON'T KNOW/REFUSED.....0%
	B) You are meeting your monthly expenses but are putting aside little or no savings;	
	C) You are managing comfortably while putting some money aside;	
	D) Managing very well?	
62.	Gender	MALE.....49%
		FEMALE.....51%