

**CITY OF HANOVER
PARK BOARD
October 25, 2011
Unapproved**

MELISSA THOMPSON - CHAIR
LISA MCGUNNIGLE – VICE-CHAIR
ABBY PETERSON

TOM GLEASON
ANDREW STARNER
LIAISON – WENDY PINOR

Chair Thompson called the regular Park Board meeting of October 25, 2011, to order at 7:00 p.m. followed by the Pledge of Allegiance. Present were members, McGunnigle, Peterson, and Thompson. Also present were Liaison Pinor, City Administrator Buchholtz, Public Works Vogel, City Planner Nash and Deputy Clerk Barker. Absent: Gleason and Starnier. Guests present included, but may not have been limited to: Derek Larsen and Emily Anderson from Tobacco-Free Youth Recreation.

Call to Order

Thompson introduced the agenda.

Approval of Agenda

MOTION by Peterson, seconded by McGunnigle, to approve the meeting agenda of October 25, 2011 as presented.

Voting aye: McGunnigle, Peterson, and Thompson.
Voting nay: none. Motion carried 3:0.

Thompson introduced the minutes. She inquired about the first sentence in the first paragraph under Open Forum. She stated that she felt the statement was an unfair representation. She asked for the statement to reflect that it was an opinion.

Approval of Minutes

MOTION by McGunnigle, seconded by Thompson, to approve the minutes of the September 27, 2011 regular meeting as amended.

Voting aye: McGunnigle, Peterson, and Thompson.
Voting nay: none. Motion carried 3:0.

Open Forum

Open Forum

No one wished to be heard.

UNFINISHED BUSINESS

Unfinished Business

Tobacco-Free Youth Recreation

Tobacco-Free Youth Recreation

Thompson introduced the agenda item. Derek Larsen, Program Director of Tobacco-Free Youth Recreation, provided a presentation to the Park Board.

Tobacco-Free Youth Recreation Overview

- Minnesota-based statewide program of the Association for Nonsmokers—Minnesota
- Funded by MN Dept. of Health to provide training, technical assistance, and materials to local MDH grantees and other advocates working on tobacco-free park and recreation policy initiatives in Minnesota

Tobacco-Free Park & Recreational Facilities in Minnesota

- 131 City-owned parks with a tobacco-free policy
- 7 County-owned parks with a tobacco-free policy
- 1 All City-owned and County-owned park have a tobacco-free policy
- Three Rivers Park District
- 1 Native American Reservation

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What A Policy Request Covers

Most often the policies will include all city owned or operated outdoor recreation facilities including, but not limited to:

- Playgrounds
- Athletic Fields
- Park green space
- Picnic areas
- Trails and Walking Paths
- Skating rinks
- Basketball, tennis and volleyball courts

Cities Near You With A Policy

Wright County

- Monticello (June 2004)
- Buffalo (April 2007, upgraded 2010)

Sherburne County

- Zimmerman (March 2003)
- Elk River (October 2004, upgraded 2010)

Hennepin County

- Dayton (June 2005)
- Maple Grove (January 1993)
- Plymouth (October 2003)
- Champlin (May 2004)
- Ramsey (May 2004)

- In total, there are 141 cities in MN that have a tobacco-free park policy
- Cities with a policy expressed a low level of concern over enforcement issues
- Cities with a policy highly recommend them to other cities

Rationale #1: Cigarette Litter

- Discarded cigarettes:
 - Pollute the land and water
 - Risk of ingestion by toddlers, pets, fish, and birds
 - Diminishes beauty of parks and beaches
 - Require additional expenses to clean up
- Cigarettes are the most littered item in the world
- Cigarette filters, tips, and packaging were #1 source of litter on MN beaches during the 2005 Coastal Cleanup
- 62% of total items collected (twice the national average)
- Reducing tobacco litter can reduce clean-up costs

Rationale #2: Role Modeling & Social Norms

- The more places that are tobacco free, the less opportunity youth have to observe tobacco use behavior
- Since recreational activities become places where young people develop attitudes and make lifestyle choices, adults involved in these activities are role models in the eyes of youth and influence youth by the example they set
- Tobacco use is promoted to youth as acceptable when it is used by these role models in any recreational setting

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Rationale #3: Secondhand Smoke

- Leading cause of preventable death in the United States
- In outdoor public places, secondhand smoke levels can reach the same level as indoor facilities where smoking is allowed.
 - California Air Resources Board
- When a smoker lights up a cigarette, more than 4000 chemicals are released into the air.
 - National Cancer Institute
- Exposure to secondhand smoke causes approx. 3000 deaths of nonsmokers each year.
- Also contributes to the deaths of 46,000 nonsmokers from heart disease each year.
 - California Environmental Protection Agency

Rationale #4: Healthy Parks

- Parks are in the business of promoting active living and healthy lifestyles.
- Allowing activities that are not consistent with the rationale of a public park system.
- Many park departments and cities have mission statements that reflect these ideals.

Enforcement:

University of Minnesota Study

- Conducted in 2004
- 1,500 randomly chosen Minnesota residents
 - Of these, 75% had used a city park in the last month
 - Of these, 70% support tobacco free policies
- 257 park directors from 200 communities
 - Of these 36% already had policies in place
 - Of these 90% are willing to look into such a policy
- With policies, parks increased in annual usage and had significantly lower amounts of litter.

Enforcement

- Tobacco policies are enforced through:
 - local media
 - manuals
 - newsletters
 - signed statements from local organizations
 - sports teams
 - businesses
 - SIGNS
 - free
 - provided by Tobacco Free Youth Recreation
 - primary form of enforcement

Sign Location

Possible location for signs:

- playground entrances
- athletic fields



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- picnic areas
- trails and paths
- basketball and tennis courts
- many other possible locations

Program Funding

This presentation has been made possible by funding from the Minnesota Department of Health's Office of Tobacco Prevention and Control through its Tobacco-Free Communities grant program.

The Park Board discussed the following:

- City wide activities
- Exemption from one event
- Defining youth activity
- Settlers Park dilemma
 - All parks excluding Settlers Park
 - Designate an area within Settlers Park
 - Designate the bituminous area for smoking
- Boundary between Athletic Association and Settlers Park
- Create a buffer from the City Hall doors
- The next steps
 - Communication
 - Publicize
 - Signage

Thompson will work on a draft policy for November's meeting.

MOTION by Peterson, seconded by Thompson, to table the agenda item until next month, to allow Thompson to work on a policy.

Voting aye: McGunnigle, Peterson, and Thompson.

Voting nay: none. Motion carried 3:0.

Cardinal Circle gazebo/shelter

Thompson introduced the agenda item. Buchholtz provided a recap of the City Council's action on the agenda item. He stated that the City Council has asked the Park Board to work with City staff. He said the structure should meet the needs and be maintenance friendly. He noted that the gazebo at Mallards Landing took over thirty hours to stain.

Peterson inquired about maintenance free decking. Buchholtz replied that the material would work for deck and ceiling only. Peterson said it didn't have to be so ornate.

Thompson asked about the maintenance of the shelter at Settlers Park. Vogel replied that it required little maintenance.

Buchholtz stated that the picture of the shelter that was provided in an earlier packet was from Menards and wasn't a good illustration.

**Cardinal Circle
gazebo/shelter**

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Thompson asked what the size of the shelter at Settlers Park was. Vogel replied that it was 24' x 50', not including the kitchen and restrooms. Buchholtz stated that staff was looking at a 24' x 24' dimension.

McGunnigle inquired how many picnic tables could fit in the proposed shelter. Buchholtz replied twelve.

Thompson asked about the roof materials. Buchholtz said that Council member Vajda felt that a metal roof was better, being the location was windy. Pinor said that metal can be noisy when it's raining. Vogel stated the ceiling would be closed in.

Thompson said she was fine without the spindles. She inquired about the location of the proposed structure. Vogel replied that at the proposed location the playground equipment and the baseball field bases would be visible. Buchholtz added that the structure would be parallel to the berm.

Peterson stated that the City of St. Michael had a nice rectangular shelter with a metal roof.

Thompson inquired what the structure would cost. Buchholtz responded with the concrete and building approximately \$10,000. He added the concrete would have rebar, because the proposed location was clay.

MOTION by Thompson, seconded by McGunnigle, to recommend to the City Council a 24' x 24' structure, similar to Settlers Park shelter, with a steel roof at Cardinal Circle Park.

Voting aye: McGunnigle, Peterson, and Thompson.
Voting nay: none. Motion carried 3:0.

Buchholtz said staff plans on building the shelter in 2012. He added that they staff would put the announcement in the January newsletter.

Schedule 2012 park event dates

Thompson introduced the agenda item. She asked if anyone thought of any other events. Buchholtz stated the Park Board should talk to the Fire Department, churches, and the PTO to see what annual events they have scheduled that way there is no duplication. He added that the City could market the community events. Peterson stated that she would volunteer and inquire.

**Schedule 2012 park
event dates**

Pinor stated that it would be nice to get all the events on the Hanover Fire Department's calendar. Thompson asked if the calendar could be put on the City's website. Buchholtz replied that a calendar with all community events could be put on the City's website and Facebook. Thompson said it would be nice if the Youth ball schedules could be through the City as well.

Pinor stated that once the trails are complete, another event could be inline skating.

No other action was taken.

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NEW BUSINESS

New Business

Plaques and Signs for Cardinal Circle Park

**Plaques and Signs for
Cardinal Circle Park**

Thompson introduced the agenda item. Peterson said she would like to see a sign in a park where the other parks are located. Thompson added that the trails should be included. Buchholtz stated that should be planned when the trail system is complete and possibly a bigger sign to include St. Michael. Peterson said there should be one in the three newest parks.

Thompson stated she just wanted a plaque by the sculpture with a description and history of the sculpture. McGunnigle said residents complained about the sculpture because they didn't know about the sculpture.

Thompson wasn't sure about the wording for the plaque. She said she felt the Mayor and the Central Minnesota Arts Board (CMAB) would be more helpful.

Thompson reiterated that she didn't want a park sign, just a sculpture sign.

Buchholtz stated that Barker would get quotes and then present it to the City Council.

MOTION by Thompson, seconded by Peterson, to have Barker obtain quotes for the plaque for the sculpture and send to the City Council.

Voting aye: McGunnigle, Peterson, and Thompson.
Voting nay: none. Motion carried 3:0.

Park Dedication Fee Analysis

**Park Dedication Fee
Analysis**

Thompson introduced the agenda item. Buchholtz introduced City Planner Nash to the Park Board and provided a recap of why the study. Nash provided an overview of the Park Dedication Fee Analysis. She stated that the existing Park Dedication Study is based on the last Comprehensive Plan. She said now the new study is for the recent Comprehensive Plan. She reviewed the handout with all the existing and future parks with the Park Board.

Nash stated that the next steps were, if the Park Board was comfortable with the changes, to finalize the study, and then present the study to the Planning Commission on November 14th. She said she would encourage the Park Board members to attend the Planning Commission meeting. Buchholtz added that the City Council has to approve the study before the end of the year, for the new fee to go into effect in 2012.

Thompson thanked Nash for attending and the overview.

No other action was taken.

Reports & Announcements

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Announcements**

Park Board Reports

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Thompson

- No report.

McGunnigle

- No report.

Peterson

- No report.

Gleason

- Not present.

Starner

- Not present.

Liaison Report

Pinor

- Pinor inquired about the idea of dressing up Hanna for Halloween and other holidays.

Staff Report

Barker

- No report.

MOTION by Peterson, seconded by McGunnigle, to adjourn the October 25, 2011 Park Board meeting at 9:04 p.m.

Adjournment

Voting aye: McGunnigle, Peterson, and Thompson.

Voting nay: none. Motion carried 3:0.

Melissa Barker, Deputy Clerk