



DATE: November 2, 2009

TO: Michael G. Herring, City Administrator

FROM: Darren Dunkle, Director of Parks and Recreation

SUBJECT: Meeting Minutes – 10/29/09 Parks and Recreation Committee

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A meeting of the Parks and Recreation Committee took place on Thursday, 10/29/09. Those in attendance included Chairperson Mike Casey, Ward 3, Councilmember Matt Segal, Ward 1, Councilmember Bruce Geiger, Ward 2 and Councilmember Bob Nation, Ward 4. Also in attendance were Councilmember Lee Erickson, Ward 2, City Administrator Mike Herring, Director of Parks and Recreation Darren Dunkle, Assistant Director of Parks and Recreation Steve Jarvis, Superintendent of Recreation Operations Kari Johnson, and Chair of the Chesterfield Parks and Recreation Citizen Advisory Committee, Michelle Keesal.

**Chairperson Casey called the meeting to order at 5:30 p.m.**

**Agenda Item #1: Approval of Minutes - Councilmember Segal motioned and Councilmember Geiger seconded to approve the August 31, 2009 minutes. The motion was approved by a vote of 4-0.**

**Agenda Item #2: Proposal – Family Aquatic Center 2010 Rates** – Superintendent of Recreation Operations, Kari Johnson, stated that at the direction of Council, Staff reviews the fees, rules and operations of the Family Aquatic Center annually to insure that the City stays competitive in the market place, as well as to reflect our current level of operations. In doing so, Ms. Johnson stated that due to the start of school at the end of each season, the Family Aquatic Center's operations and hours are amended for the last several weeks of operation (2010 = August 23 through September 3). During this time period the competition pool, lazy river, and flume slides are closed, and the leisure pool and splash sprayground are the only areas open from 12:00 pm – 4:00 pm, with all pool areas open from 5:00 pm -8:00 pm, Monday through Friday, and all pool areas open on the weekends. During these time periods, the City has been charging full price, with the exception of after 5:00 pm, where the City charges half price.

In analyzing and reviewing the Family Aquatic Center operations, Staff would recommend a fee adjustment for 2010 during the amended weeks. This proposed fee adjustment would include offering half price admission Monday through Friday, 12:00 pm – 8:00 pm, whereas before patrons were only receiving half price admission after 5:00 pm. Because nothing else is changing, all other rates/fees will remain in effect, as approved by the Park and Recreation Committee of Council and City Council.

**A motion was made by Councilmember Nation, seconded by Councilmember Geiger, for the Committee to recommend approval of the aforementioned fee adjustment, made by Staff. The motion was approved unanimously, by a vote of 4-0.**

**Agenda Item #3: CVAC Rental Rates** – Ms Johnson, stated that Staff reviews the CVAC rental rates to insure that the City stays competitive in the market place, as well as to reflect our current level of operations. In analyzing and reviewing the CVAC operations, as well as how we compare to the market place, Staff would recommend that modest adjustments be made to the tournament rental fees (\$20 per hour) for baseball/softball fields D1-D4, E1-E4 and F1-F4, in order to compensate for the costs of operation of these fields; a 3% increase for all football rentals, in order to compensate for the increasing costs associated with the maintenance the fields; assess a flat rate of \$200 per vendor verses a 10% of gross receipts for vendors; and make minor modifications to the CVAC Rules and Regulations to reflect the recently passed Parks Rules and Regulations. Because nothing else is changing, all other rates/fees/rules will remain in effect, as approved by the Parks and Recreation Committee and City Council last year.

**A motion was then made by Councilmember Geiger, and seconded by Councilmember Segal, for the Committee to recommend approval of these proposed fee changes, recommended by Staff.** Discussion followed. City Administrator Mike Herring stated that the Council had previously adopted the philosophy that the fees and charges associated with the use of the CVAC would be reflective of the market, as well as reflect the current level of daily operations, and would be reviewed on an annual basis. **The motion was approved unanimously, by a vote of 4-0.**

**Agenda Item #4: Pavilion Rental Rates and Rules** – Ms Johnson, stated that like the Family Aquatic Center and the CVAC, Staff reviews the Pavilion Rental Rates on an annual basis. As such, Staff has completed its review of those rates, to insure that the City not only stays competitive in the market place, but to make sure that the fees and policies reflect our current level of operations. In doing so, Staff recommends the addition of a “Holiday” rental classification, which “Residents” would pay a fee of \$100, while the “General Rate” would be set at \$125. This rental classification is necessitated by costs associated by providing additional staffing that is required to be scheduled and brought in for activities related to pavilion rentals that are held on holidays. Ms. Johnson also recommended that the Pavilion Rules and Regulations be amended to more accurately reflect Refunds, Cancellations and Use. Because nothing else is changing, all other rates/fees/rules will remain in effect, as approved by the Parks and Recreation Committee and City Council last year.

**A motion was then made by Councilmember Segal, and seconded by Councilmember Nation, for the Committee to recommend approval of these proposed changes, recommended by Staff. The motion was approved unanimously, by a vote of 4-0.**

**Agenda Item # 5: Program Recommendation** – Ms Johnson stated that the City has been approached by several area municipalities to be a part of the St. Louis Adventure Challenge. The St. Louis Adventure Challenge is a mini-version of *The Amazing Race!* Co-ed and family teams will travel through the cities that are participating in the race searching for the hidden check points by walking, running or biking. Teams will be tested on both mental and physical challenges. Teams may choose to compete in the short course (approximately 2-4 hour race) or the long course (approximately 4-8 hour race). There were six municipalities who partnered in 2009: Des Peres, Town & Country, Ellisville, Ballwin, St. Louis County and Manchester. In the attached proposal, you will note that the cost is minimal, as Staff will try to solicit donations to cover most of the costs. However in these economic times, Staff will allocate \$200 in the supplies account (084-5325) to prepare for the event of not receiving any donations. This program will not only benefit our residents but would increase our partnerships with other municipalities. Accordingly, Ms. Johnson recommended that the City partner with the other municipalities in the St. Louis

Adventure Challenge program for Fall 2010.

**A motion was then made by Councilmember Geiger, and seconded by Councilmember Nation, for the Committee to recommend approval of this recommendation.** Discussion followed in regard to how this event or events like this could be a great opportunity for media attention. **The motion was approved unanimously, by a vote of 4-0.**

**Agenda Item #6: Other** –

Parks and Recreation Citizen Advisory Committee: Discussion took place regarding vacancies on the Parks and Recreation Citizen Advisory Committee, and how an individual could be appointed. Mr. Herring stated that a recommendation would need to be made to Mayor Nations. He noted that, for this and all other non-statutory Committees, there were four positions established for citizens from each Ward. There was also one “at-large” position. Multiple individuals could also be appointed to serve in an ex-officio capacity.

Amphitheater: Discussion involved the amphitheater and how it would or could be used. Councilmember Erickson noted that he had recently met with Mr. Dunkle to discuss this. Councilmember Geiger asked Mr. Herring to work with Staff to develop some specific ideas/proposals and to return same to the Committee, for further discussion/consideration. Mr. Herring, in turn, asked members of the Committee to e-mail Staff on their thoughts and ideas, as this will start a dialogue to give Staff direction on what the Committee wants.

Eberwein Property Status: Mr. Dunkle that he has worked with Mr. Geisel to put together a “team” of Parks and Planning/Public Works employees, as directed by Mr. Herring. The team is already into the early stages of a comprehensive analysis, in that a topographical survey has been conducted and an environmental assessment will be made once all of the estate sales have been concluded.

Chesterfield Parkway Median Status: Mr. Herring stated that, as is the case with all major construction projects, Mr. Geisel is now coordinating this project. Staff is working with St. Louis County to establish a game plan for the removal of all of the

trees and bushes in the medians, as well as working to develop a professional scope of work, fees, and contract language with our consultant (Land Design Services) to complete the detailed design and documents for the construction of the Parkway Medians.

The Awakening: Councilmember Geiger stated that the traveling sculptures are scheduled to be taken up on Tuesday, November 3, 2009, and that he wanted to thank Staff for their cooperation and hard work with the entire Awakening project.

**Agenda Item #6: Next Meeting** – Mr. Dunkle stated that the next regularly scheduled meeting would fall on Thursday, November 26, 2009, which is Thanksgiving. It was decided that Staff would be in communication with the Committee Chair as to a future time and date.

**Agenda Item #7: Adjournment** – The meeting was adjourned at 6:04 p.m.