

## MINUTES

### **Parks and Recreation Citizen Advisory Committee**

**April 10, 2010**

**8:30 A.M.**

#### **Attendance:**

Michelle Keesal  
Don Collins  
Peggy Morgan  
Eileen Sellers  
Kari Johnson

Cindy Lau  
Gary Stein  
Bridget Nations  
Bob Nation

Robin Gavlick  
Darcy Capstick  
Bill Dowdy  
Darren Dunkle

#### **Approval of Minutes:**

- ◆ Approved February 2010 Minutes

#### **Committee Report:**

- ◆ Committee's Role – Chairperson Keesal, gave a review and overview of the Priority Points, and that at the last meeting, the Committee stated that focus should be geared towards Priority Point #4. Development/Education/Marketing of Programs, Special Events and Facilities. Although there are opportunities to assist staff with several programs and special events, the main focus over the next year should be geared towards the Amphitheater, as it will be important to identify and reach out to potential uses and users.

Darren Dunkle, Director of Parks and Recreation, stated that Staff has researched and analyzed similar sized amphitheaters throughout the country to evaluate their operations. Accordingly, Staff has developed potential fees, rules & regulations, contracts, potential uses and users, and has made a recommendation to the Parks and Recreation Committee of Council. However, due to the fact that not all Committee members, as well as other Council members could not be in attendance, the recommendation has been tabled. Once Staff has received direction from the Committee, work can begin on the development, education, and marketing of the amphitheater.

- ◆ Earth Day – Chairperson Keesal stated that the Committee would be sharing a table with the Beautification Committee at Earth Day on Saturday, April 24<sup>th</sup> from 9am – 2pm. The Committee's role will be to display and hand out information regarding the Parks and Recreation System. Accordingly, Committee volunteers will be needed to work one of three shifts, 8:30am – 10:30am, 10:30am – 12:30pm, and 12:30pm -2:30pm.

## Staff Report:

- ◆ Planning/Construction Updates – Mr. Dunkle gave an update on the progress of planning and construction of the parks and recreation system.
  1. Amphitheater/Stream Walks/Bridges – Clearing, grubbing and grading has began. Additional construction activities will continue throughout the year, with completion scheduled for spring of 2011.
  2. Linear Park – Planning and design work is currently taking place. Bids are anticipated in the spring, with construction activities taking place throughout the year, with completion scheduled for spring of 2011.
  3. CVAC – Construction of the “F” Quad is underway, with additional construction activities continuing throughout the year, with completion scheduled for spring of 2011.
  4. Parkway Medians – St. Louis County has removed all of the trees and bushes on the Chesterfield Parkway Medians – West, and improvement/enhancements of these medians will follow within the next couple of months.
  5. Eberwein – Recommendations made by the Citizen Participation Committee and Staff will be forwarded on to a Committee of Council within the next couple months. Once this has taken place, further direction will be given.
  6. Bicycle/Pedestrian Plan – Mr. Dunkle informed the Committee that the Plan has been approved by City Council, and implementation of the Plan will commence once funds become available.
- ◆ Programs and Activities – Mr. Dunkle stated that the Department is gearing up for the spring and summer activities, and that the CVAC is now open for both practices and games.
- ◆ Accreditation – Mr. Dunkle stated that it has taken the Department several years to get to the point where we are ready to move forward with the formal process of becoming accredited. As such, Staff has submitted the initial application of intent in February, and is moving forward with the completion of a detailed self-assessment report that will be reviewed and assessed by a team of experienced park and recreation professionals (Assessors). This process could take up to six months. After a thorough review and assessment of the application, the Assessors will then perform an on-sight assessment to determine if all applicable requirements have been met.

Once a decision has been made by the Assessors that the Department has met all of the requirements, a recommendation will then be submitted to the CAPRA Board for certification. The whole process of accreditation should take nine months to one year to complete. When certification has been achieved, it will be necessary for the Department to continually monitor and update the status of the practices, policies and procedures to demonstrate conformance with the highest professional standards, and submit an application for recertification in five years.

It is the Departments' goal to join an elite group of eighty-eight Parks and Recreation Agencies nationally and only two within the state of Missouri (Kansas City, Lee's Summit) currently holding national accreditation from CAPRA. Furthermore, the Parks and Recreation Department and the Public Works Department who is also working towards their accreditation through the American Public Works Association (APWA), hopes to join the Police Department who has already received their accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). If achieved, the City of Chesterfield would become one of only eight agencies in the nation who would have achieved accreditation in all three departments.

**Additional Business:**

- ◆ CCE Community Actions/Activities - Committee member, Darcy Capstick gave a brief update and overview of the Earth Day event that is scheduled for April 24, 2010 from 9 am to 2 pm at Central Park.

Ms. Capstick also stated that a special Arbor Day Ceremony will take place on Friday, April 23, 2010 at 4 pm, at the Millennium Tree Grove located at the CVAC.

**Adjournment:**