



DATE: January 14, 2008

TO: Michael G. Herring, City Administrator

FROM: Darren Dunkle, Acting-Director of Parks and Recreation

SUBJECT: Meeting Minutes – 1/14/08 Parks and Recreation Committee

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A meeting of the Parks and Recreation Committee took place on Monday, 1/14/08. Those in attendance included Chairperson Mike Casey, Ward 3, Councilmember Barry Flachsbart, Ward 1, Councilmember Lee Erickson, Ward 2, Councilmember Bob Nation, Ward 4, City Administrator Mike Herring, Acting-Director of Parks and Recreation Darren Dunkle.

The meeting was called to order at 7:30am.

**Agenda Item A: Chesterfield Parkway Medians** – Mr. Herring gave the Committee an update on the on-going discussions that he has had with St. Louis County regarding the Chesterfield Parkway medians. Mr. Herring stated that as part of his ongoing discussions, St. Louis County has stated that they did not have the ability to provide the level of maintenance that the City is asking for. However, they were willing to work to improve their maintenance efforts. Mr. Herring then noted that, during his meetings with the County, the possibility was discussed of the County participating in an “upgrade” to the medians, which would include irrigation, new landscaping, mulching, planter boxes, etc. In exchange for that participation, the City would agree to assume responsibility for the on-going maintenance of these medians. Mr. Herring commented that this approach appeared to be the only way to have the medians upgraded and maintained, as suggested by the Chesterfield Beautification Committee. Mr. Herring asked for direction from the Committee.

**Following additional discussion, a motion was then made by Councilmember Flachsbart, seconded by Councilmember Erickson, to commend Mr. Herring for his efforts in working with St. Louis County and to authorize him to work with St. Louis County to develop a formal proposal, as noted above, and to work with Staff to develop specific cost estimates, both for the initial improvements and the on-going maintenance. The motion was approved by a**

**vote of 4-0. The Committee directed Mr. Herring to bring this back to the Committee, when these details have been worked out. Councilmember Erickson inquired about the possibility of banners, to be placed on the light fixtures, along Chesterfield Parkway. Mr. Herring noted that Staff had been working on some specific ideas for the design of such banners. Chairperson Casey suggested that this item be discussed, in greater detail, when this proposal is brought back to the Committee.**

**Agenda Item B: Earth, Tree and Arbor Day Event** – Mr. Dunkle requested the approval of the Parks and Recreation Citizen Advisory Committee’s (PRCAC) proposal to participate in the 2008 Earth, Tree and Arbor Day Event. Mr. Dunkle stated that the PRCAC participated in the 2007 Earth, Tree and Arbor Day Event and is requesting to participate in the same capacity, during 2008. Funds have already been allocated for this purpose in the 2008 Parks and Recreation Budget.

**A motion was made by Councilmember Erickson, and seconded by Councilmember Nation, to approve PRCAC’s request. The motion was approved by a vote of 4-0. Mr. Herring noted this action does NOT require City Council review/approval.**

**Agenda Item C: Park Rules and Regulations/Ordinance** – Mr. Dunkle stated that Staff has identified several changes and additions that are necessary, due to the development of the levee trail, improvements to Central Park, and other parklands that may be coming on board within the next year. As such, Staff recommended that City Council amend the existing Ordinance 2102 to include these changes/additions, as noted above. Councilmember Erickson asked Mr. Herring to check with City Attorney Heggie, to determine if any liability is created by the City “recommending” that bike helmets be worn, versus “requiring” that they be worn.

**A motion was made by Councilmember Flachsbart, and seconded by Councilmember Nation, to accept Staff’s recommendation with the caveat that Mr. Herring check with Mr. Heggie regarding whether the original ordinance should be repealed or just amended and whether liability is created with a recommendation to wear a helmet, versus a requirement to do so. The**

**motion was approved by a vote of 4-0. Mr. Herring noted that this will require City Council approval.**

**Agenda Item D: Fees and Charges – Departmental Plan** – Mr. Dunkle stated that Staff has reviewed the current “Fees and Charges – Departmental Plan”, and feels that it is necessary to amend the plan to further define what constitutes a resident, family, adult, child, and senior. Mr. Dunkle further stated that the City has received comments from users of the Family Aquatic Center, stating that the current definitions were too restrictive and differed from other aquatic centers in the area. As such, Staff has worked with other communities in the St. Louis Region to come up with universally accepted definitions.

The Committee had a discussion in regard to what should be an acceptable age for a Senior, as well as should a Family include dependent Seniors who also reside in the same household.

**Councilmember Erickson made a motion and Council-member Flachsbart seconded the motion to accept the recommendation to amend the “Fees and Charges – Departmental Plan” with the following changes: 1) Change the definition of a Senior to state “A senior is defined as an individual sixty (60) years of age and older”; and 2) Change the definition of a Family to state “A family is defined as up to two (2) adults living under the same household, dependents under twenty-four (24) years of age who also reside in the same household, and dependent Seniors who also reside in the same household”. The motion was approved by a vote of 4-0. Mr. Herring noted that this will require City Council approval.**

**Agenda Item E: CVAC Rates, Rules and Regulations** – Mr. Dunkle stated that Staff has reviewed the “2007 CVAC Rates, Rules and Regulations” and recommends that the field rental fees be adjusted by the standard 3% increase as previously adopted by Council. Mr. Dunkle also stated that Staff recommends that the rules and regulations be adjusted to include a rule that states “*A City representative(s) at its discretion shall be allowed to attend and speak to the Board of Directors and a managers/coaches meeting prior to the start of the season. Failure of the Lessee to adhere to this policy will result in the immediate*”

*termination of their contract and the forfeiture of their use of the CVAC for the Season”.*

**Councilmember Erickson made a motion and Councilmember Flachsbart seconded the motion to accept the recommendation. The motion was approved by a vote of 4-0. Mr. Herring noted that this will require City Council approval.**

**Agenda Item F: 2008 Family Aquatic Center Fees** – Mr. Dunkle stated that at the direction of Council, Staff had reviewed the Family Aquatic Center Fees, which have not been increased since 2006 and recommends that modest fee adjustments be made for 2008. Discussion took place regarding the fact that the 2008 budget already contained revenue projections based on the 2007 rates.

**Councilmember Flachsbart made a motion and Councilmember Casey seconded the motion to allow for the establishment and sale of “Individual Season Passes” and “Individual Mid-Season Passes”, but to keep all other fees at the current levels. The motion was approved by a vote of 4-0. Mr. Herring noted that this will require City Council approval.**

**Agenda Item G: 2008 Family Aquatic Center Rules and Regulations** – Mr. Dunkle stated that in an effort to insure that the City stays in compliance with pool codes, safety standards, and reflects our current level of operations, Staff recommends that the City Council approve the amended section of the Rules and Regulations.

**Councilmember Flachsbart made a motion and Councilmember Erickson seconded the motion to approve Staff’s recommendation. The motion was approved by a vote of 4-0. Mr. Herring noted that this will require City Council approval.**

**Agenda Item H: 2008 Family Aquatic Center Contract Extension** – Mr. Dunkle stated that Staff has evaluated the performance of Lifeguards unlimited as it relates to their contractual obligations in operating the City’s Family Aquatic

Center in 2007, and recommends that the City exercise the option to extend the current contract for 2008 at **NO INCREASE** in cost, as previously negotiated.

**Councilmember Flachsbart made a motion and Councilmember Erickson seconded the motion to approve Staff's recommendation. The motion was approved by a vote of 4-0. Mr. Herring noted that this will require City Council approval.**

**Other** – Discussion took place regarding an e-mail that was sent to the City from the parent committee of the Chesterfield Swim and Dive Teams. Due to the fact that the e-mail was just received and had not been included on the Agenda, for this morning's meeting, it was decided that Staff would review and prepare an analysis for the members of the Committee, prior to the next Committee meeting.

**Adjourn** – The meeting was adjourned at 9am. A future meeting date was not selected; however, it was decided that either Monday morning or Friday mornings would work best for the members of this Committee. It was also decided that, if necessary, it would be possible to schedule a brief meetings of this Committee, just prior to future City Council "Agenda Review" meetings.