



DATE: August 27, 2010

TO: Michael G. Herring, City Administrator

FROM: Mike Geisel, Director of Planning & Public Works

SUBJECT: Meeting Minutes – August 26, 2010 Parks and Recreation Committee

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A meeting of the Parks and Recreation Committee took place on Thursday, August 26, 2010. Those in attendance included Vice Chairperson Connie Fults, Ward IV, Councilmember Barry Flachsbart, Ward I, and Councilmember Randy Logan, Ward III. Chairperson Lee Erickson, Ward II, was absent.

Also in attendance were Councilmember Bruce Geiger, Ward II, Councilmember Mike Casey, Ward III, Libbey Malberg-Tucker, Assistant City Administrator for Community Services & Economic Development, Mike Geisel, Director of Planning & Public Works, Steve Jarvis, Assistant Director of Parks and Recreation, Kari Johnson, Superintendent of Recreation Operations, and Kathy Lantz, Executive Secretary.

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

**Agenda Item #1: Approval of Minutes**

**Councilmember Flachsbart made a motion to approve the July 29, 2010 minutes. The motion was seconded by Councilmember Logan and passed by a voice vote of 3-0.**

**Agenda Item #2: Accreditation Presentation**

Kari Johnson, Superintendent of Recreation Operations, gave a PowerPoint presentation outlining the procedure for obtaining the national accreditation for the Committee on Accreditation for Public Park and Recreation Agencies (CAPRA). Ms. Johnson stated the following:

- The CAPRA standards and pilot program were developed in 1989 by the Academy for Park and Recreation Administration (AAPRA) and the National

Recreation and Park Association (NRPA);

- CAPRA is a thirteen (13) member board composed of representatives from: American Academy for Park and Recreation Administration, National Recreation and Park Association, International City/Council Management Association, Council of State Executive Directors, American Association for Physical Activity and Recreation, National Association of County Park and Recreation Officials, and Armed Forces Recreation Society;
- CAPRA's purpose is to establish and maintain standards and procedures for Park and Recreation agencies;
- CAPRA is a rigorous program based on self-assessment and peer review using national standards of best practice to better promote the quality of agency services and delivery systems;
- Benefits for the public of a CAPRA-accredited program are: assurance of well-administered services in accord with approved professional practices, external recognition of a quality governmental service, hold an agency accountable to the public and ensures responsiveness to meet their needs, and improve customer and quality services;
- Benefits for the agency of a CAPRA-accredited program are: public and political recognition, increased efficiency and evidence of accountability, answers the question of 'How are we doing?' through extensive evaluation, identifies areas of improvement by comparing to national standards of best practice, enhance staff teamwork and pride, creates an environment for regular reviews of operations, policies and procedures with promoting continual improvement, and forces written documentation of policies and procedures;
- There are currently 90 nationally-accredited agencies in the United States. There are two (City of Lee's Summit and City of Kansas City) in the State of Missouri and none currently in the St. Louis region;
- The ten (10) major Park and Recreation categories consist of: Role and Responsibility, Planning, Organization and Administration, Human Resources, Finance, Program and Services Management, Facility and Land Use Management, Security and Public Safety, Risk Management, and Evaluation of Research;
- Accreditation is based on the compliance with the above ten (10) categories broken down into 144 different standards;
- To achieve accreditation, the City must comply with all 36 Fundamental Standards and 85% of the remaining 108 standards;

- The standards prescribe ‘what’ the agencies should be doing but not ‘how’ they should be doing them. The decision is left up to each individual agency;
- CAPRA accreditation is a five-year cycle that has three (3) phases: Self-Assessment Report (providing ‘suggested evidence of compliance’ for all 144 standards); On-Site Visitation (a team of trained visitors will spend 3-4 days on-site with the organization to verify compliance and prepare a report to the Commission), and Commission’s Review and Decision (report is received, reviewed and accreditation decided.)
- Compliance with the CAPRA standards is on-going, polices and procedures are reviewed continuously and compliance maintained. Accreditation is valid for five (5) years with an annual status report submitted by the organization;
- Staff has submitted the preliminary application and will have an on-site review in October or November.

Mr. Geisel stated that the accreditation process is extensive, as it includes 144 standards in 10 different categories in which the Department must comply. These standards prescribe “what” the Department should be doing, but not “how” the Department should be doing it. Mr. Geisel stated that it forces the Department to analyze their process and be more efficient in their operation. Mr. Geisel stated that CAPRA is the only group to provide accreditation for Parks and Recreation departments.

Ms. Johnson stated that the Department meets with the southeast region of the Missouri Parks and Recreation Association (MPRA) and Chesterfield will be the only city in that region with accreditation. Ms. Johnson stated that other cities will be looking at Chesterfield as they go seek their own accreditation and will be asking questions on how we went through the process. Ms. Johnson stated that the Department began the process three (3) years ago and staff went to visit the City of Lee’s Summit to see how they went through the entire process, including the on-site visit.

Councilmember Logan asked if the Department has been exposed to any liability prior to the accreditation process or could be in the future.

Mr. Geisel stated that the City is continuously exposed to liability and that accreditation may lessen the liability by simply identifying itself as an accredited agency and demonstrating that it acted in conformance with the adopted policies and documented procedures.

Mr. Geisel stated that the Department of Public Works is also actively working towards accreditation, which is also critically important for a Public Works Department, and the Police Department has already achieved accreditation through CALEA (Commission on Accreditation for Law Enforcement Agencies).

Ms. Johnson stated that the Department will be looking at their standards on a yearly basis and making sure that programs and facilities are updated.

Ms. Johnson stated that a 'Meet and Greet' will be required as part of the on-site visit to meet with people within the City and also Department staff.

Councilmember Logan suggested a letter be sent to the Mayor and City Councilmembers of Lee's Summit thanking them for their time and assistance.

Ms. Johnson stated that the costs involved in the accreditation process were \$100.00 for the pre-application fee and \$1,000.00 for the actual formal application.

Mr. Geisel stated that the overall cost, including the site visit, will be approximately \$10,000.00.

Ms. Johnson stated that the City will be looked upon more favorably for obtaining grants due to having accreditation.

Mr. Geisel stated that grant applications, especially in the area of Parks, typically ask for a written operation and maintenance plan or other documentation to be submitted with the application and the accreditation documents may only need a little tweaking for the specific grant being applied for.

Mr. Geisel stated that the accreditation is a continuous process culminating with the site visit. At the site visit, questions will be asked and recommendations made on standards that may need to be tweaked or adjusted, the Department may be asked for additional documentation on certain items and requests may be made for additional information. After the Department has successfully responded, then disposition of the application will be received.

Vice Chairperson Fults asked about the maintenance of the accreditation.

Ms. Johnson stated that the accreditation is on a five-year basis but a yearly report is required.

Vice Chairperson Fults applauded the Department for their time and work on the accreditation process and stated that the accreditation will be very beneficial for the Department and the City.

Councilmember Geiger mentioned that the process is not easy and takes a lot of time and often an agency, whether public or private, does not receive accreditation on the first try. Councilmember Geiger also applauded the Department and stated that seeking the accreditation is well worth the time and effort involved.

Ms. Johnson stated that if some of the standards need tweaking, the Department is given time to make the corrections and could still obtain accreditation within the year.

Mr. Jarvis stated that the Department is hoping to receive a response by February 2011.

### **Agenda Item #3 Parks and Recreation Master Plan**

Mr. Geisel stated that the Parks and Recreation Master Plan is an update of the 2004 Master Plan which is updated on a five-year basis and is also a document that is required for the accreditation process. The Updated Master Plan reflects the reorganization, the impact of the 2004 successful Proposition P campaign and much of the infrastructure and property acquisition that has occurred since, as well as the out-going funding source.

Mr. Geisel stated that this is a housekeeping item and will need approval to forward, along with a Resolution, to the September 20, 2010 City Council meeting.

Vice Chairperson Fults asked about the SCORP Standards.

Mr. Geisel stated that the SCORP (Statewide Comprehensive Outdoor Recreation Plan) Standards are Missouri based, as opposed to the NRPA (National Recreation and Park

Association) Standards, which are national, and gives a more accurate account of what is relative to the needs of the City of Chesterfield. Mr. Geisel stated that the standards are based on the amount of acreage, miles, and/or number of facilities needed per person and based on the population of a given area, in this case, the City of Chesterfield.

Councilmember Logan stated that all facilities and pools in the City are used in the calculation (subdivision, Jewish Community Center, YMCA, etc.) and not just City-owned pools and facilities.

Mr. Geisel stated that the standards are barometers and not pass/fail standards as to how we compare nationally and regionally. Mr. Geisel stated that the main goal is to provide a well-rounded system of parks, open space and recreational activities available to the general public.

**Councilmember Flachsbart made a motion to recommend that City Council approve the Parks Master Plan with Mr. Geisel preparing a Resolution for the September 20, 2010 City Council Meeting. The motion was seconded by Councilmember Logan and passed by a voice vote of 3-0.**

#### **Agenda Item #4 – Amphitheater/Central Park Grand Opening**

Mr. Geisel stated that, as directed by Committee at their last meeting, he has prepared a budget for a two-day Re-launch of Central Park and the related Phase Two Park Improvements. Friday night would be a VIP reception, business casual, with entertainment centered around the amphitheater structure. Saturday would be an all-day event that would be more community-oriented with entertainment beginning at 10:00 a.m. and culminating in the evening with a concert and small fireworks display.

Mr. Geisel stated that the proposed budget will not allow for a well-known band but a quality regional band for entertainment. Mr. Geisel stated that the proposed \$75,000.00 budget would be funded by the Parks Fund reserve and not the annual operating proceeds. Mr. Geisel stated that there is approximately \$1,800,000.00 in the Parks Fund reserve.

Councilmember Geiger asked what type of entertainment the City could get for the \$10,000.00.

Mr. Geisel stated that the St. Louis Symphony would cost a minimum of \$25,000.00.

Ms. Malberg-Tucker stated that she has spoken with a concert promoter who has worked with other cities and the cost to get a recognizable name would be between \$12,000.00 - \$15,000.00.

Mr. Geisel stated that the St. Louis Civic Orchestra is being considered for the Friday night VIP event and would be in the \$10,000.00 price range.

Mr. Geisel stated that Saturday would feature a variety of different events, possibly opening with the VFW doing the presentation of colors. Mr. Geisel stated that the Committee would like programming throughout the day, including musical groups from Marquette High School and Parkway Central High School and conclude with a professional concert in the evening with fireworks.

Councilmember Flachsbart suggested reallocating all or part of the money for fireworks to the musical entertainment. Councilmember Flachsbart stated that there are already fireworks displays for the Chamber of Commerce and the Fourth of July.

Vice Chairperson Fults stated that on Saturday she would like someone to be on the stage of the amphitheater at all times and she also likes the idea of not having fireworks. Vice Chairperson Fults does not want people showing up just for the fireworks display but rather for the amphitheater entertainment. Vice Chairperson Fults stated that if a school has several choirs and/or bands, they should all be included.

Mr. Geisel stated that generally when school musical groups perform, a stipend is paid to the group. Mr. Geisel agrees that it would be nice to have entertainment performing all day.

Mr. Geisel stated that the Committee started with a dollar amount for the budget and generally worked around that number. Mr. Geisel stated that, with regards to the investment being made to the amphitheater, there could be more flexibility to do away with the fireworks and put a ceiling of not more than \$100,000.00 to allow for more entertainment on Saturday.

Councilmember Flachsbart stated that if the schools had various groups performing, then different people would be coming to the park all day long to see the amphitheater

Vice Chairpeson Fults asked if the Committee had any projection on the number of people attending.

Ms. Johnson stated that approximately 400 people would be invited to the VIP event on Friday night but there is no way to predict how many would attend on Saturday from the 10:00 a.m. opening to the concluding concert.

Vice Chairperson Fults suggested starting the entertainment at 12:00 noon on Saturday.

Mr. Geisel stated that many people may pick out a particular entertainment they are interested in hearing. Mr. Geisel stated that obviously we want to get the parents of the students to attend and see the facility. Mr. Geisel stated that with all of the marketing that will be done, he would be disappointed if there were not at least 5,000 people in attendance on Saturday.

Councilmember Geiger stated that Chesterfield Arts spent approximately \$100,000.00 on the Friday night and Saturday opening for The Awakening and urged the Committee to increase the budget to \$100,000.00 and have first-class entertainment.

Vice Chairperson Fults stated that she would like to see a really big entertainment featured Saturday evening at the amphitheater.

**Councilmember Logan made a motion to approve the recommended budget, as is. The motion was seconded by Councilmember Flachsbart and passed by a voice vote of 3-0.**

**Councilmember Logan made an amendment to the motion to amend the budget, not to exceed \$100,000.00 and delete the fireworks. The money for this budget will come from the Parks Fund reserve. The motion was seconded by Councilmember Flachsbart and passed by a voice vote of 3-0.**

### **Agenda Item #5 – Levee Trail Update**

Mr. Geisel presented a hand-out showing the Monarch-Chesterfield Levee Trail which will clarify the current status of the levee trail construction. The exhibit also showed the Federal Big Muddy Preserve which is preserved open space. Mr. Geisel stated that the current trail starts just east of the Hardee's IcePlex and runs 3.8 miles just past the west edge of the Chesterfield Valley Athletic Complex (CVAC). Mr. Geisel stated that just past the CVAC is a 2.5 mile section under construction that stops just north of the Howell Island Access. Construction won't proceed further south at this time due to condemnation of a 500 square foot parcel of property. If this property is negotiated, the trail will be extended. This area is still under construction and closed to the public.

Mr. Geisel stated that the second phase of the levee trail that is completed is a 1.9 mile tract that runs just west of the stormwater pumping station (by Baxter Road) and stops just before Long Road. A change order was approved at the August 16, 2010 City Council meeting that will allow for construction of a trail head and 38 parking spaces on the Edison Crossing property. Currently there is a temporary parking lot alongside the railroad tracks where the flood gates will be removed. Mr. Geisel stated that when this phase is finished, 6.2 miles of trail will be completed.

Mr. Geisel stated that levee work is being done from Chesterfield Grove along the bottom creek up to the existing flood wall at Edison Avenue. This work will take approximately another year and the levee trail cannot be built there while other construction is in progress. Mr. Geisel stated that he would like the eastern connection to be built at one time, but there is an existing farm residence and the levee runs right behind the home. Mr. Geisel stated that a quick alternative being considered is coming down the eastern edge of the IcePlex and continuing along the future access road for the stormwater pump station where North Outer Forty dead ends. There would be a temporary trail that would bypass the house and go along North Outer Forty and meet up with the trail. Mr. Geisel stated that the only way to get the property behind the house is condemnation, so for now the money saved from the condemnation process would pay for the temporary connection.

Mr. Geisel stated that the next phase would run from the Howell Island Access down to Centaur Road in Wildwood and the City of Wildwood would also connect to this trail. Mr. Geisel stated that it has always been the intent to make this a 17 - 18 mile loop connector to run along the railroad and connect at Edison Avenue and Long Road.

There are several problems. This is the most expensive segment and it is planned to be constructed within the railroad right-of-way. AmerenUE owns the railroad right-of-way and they want the City to insure them and hold them harmless. Our insurance policy states 'excluding any liability related to railroad operation.' The attorneys are working on this.

Councilmember Logan asked what constitutes railroad operations. Would it be an actual train going down the tracks or railroad tracks just being there?

Mr. Geisel stated that if someone got sued (perhaps someone tripping on the track) and the incident was tied to the existence, presence or operation of the railroad, the insurance company would say they were excluded. Mr. Geisel stated that he has every expectation that this phase will happen but if it does not, it still is a very useful and important trail segment. It will also tie into the improvements (bicycle paths, wide shoulders or sidewalks) on Long Road back to Wild Horse Creek Road.

Mr. Geisel stated that the closure gates on Baxter Road are under construction and will be built over the next year along with the Wiegand levee wall. This will result in a full road closure on Baxter Road sometime between July and September, 2011 for approximately 70 days. Mr. Geisel stated that is critical to time the next Long Road phase so the closure would not occur simultaneously and during the heavy retail time.

Mr. Geisel stated that the crossing at Baxter Road will be an at-grade crossing at the stop light. There is no way to go up and over the road. Originally the City wanted to go on the creek side under the bridge but flood studies indicate that this is simply not possible.

Vice Chairperson Fults asked if there would be a pedestrian/cyclist crossing somewhere over the railroad tracks and the creek so no one would be crossing Baxter Road.

Mr. Geisel stated that the Riparian Trail will come down to Old Chesterfield Road. There will likely be a pedestrian bridge from one of the properties east of Baxter Road. The City has easements across the Beckmann property and the lease option on the Doorack property, but you can't realistically land a bridge on top of the Wiegand flood wall and expect pedestrians or cyclists to be able to use it effectively. Ideally, a pedestrian bridge will be built over the railroad and creek somewhere east of Baxter Road.

Mr. Geisel stated that all 17 miles of the levee trail should be finished between 2013-2014 but that the biggest hurdle will be the railroad area.

Councilmember Flachsbart would like the map exhibit to be revised to show the temporary by-pass possibility of the levee trail by the IcePlex.

Mr. Geisel stated that the ultimate goal is for the levee trail to extend and connect to the larger Great River Greenway system.

Councilmember Geiger asked about the North Outer Forty connecting by the Doubletree.

Mr. Geisel stated that the City is awaiting word from East-West Gateway to accept the whole list of highway improvements which were submitted by the City, to incorporate these projects on their long-range plans which would then make them eligible for Federal funding. Mr. Geisel stated that the ramp of the outer road is proposed to be extended to connect with the existing outer road and go on the south side of the Dierbergs building so it would be a continuous outer road (like the Timberlake ramp) with weaving lanes going on and off the Highway 40/I-64.

Mr. Geisel stated that there has been discussion that the dead end at Swingley Ridge Road, between Dierbergs and the Doubletree, be extended across Highway 40/I-64 and connect with Burkhardt Place with traffic flowing towards Wild Horse Creek Road.

Mr. Geisel stated that there has also been discussion to extend Baxter Road across Highway 40/I-64 and into Maryland Heights. It would be called the Baxter Road Spur or Baxter Road Extension with a pedestrian trail next to it. Also the railroad corridor that comes from this area is the preferred route for the Metro Link connection to Westport when it is built.

Councilmember Geiger stated that the Baxter Road extension is the most important way to get traffic out of Chesterfield.

Mr. Geisel stated that the City of Chesterfield, the City of Maryland Heights and St. Louis County partnered a few years ago for a feasibility and alignment study for that road before the changes to Route 141 and St. Louis County has been requesting funding for the past three (3) years because it so critical to the north/south corridor.

Mr. Geisel stated that if Baxter Road were extended and connected with River Valley Drive on the new raceway section, Maryland Heights has a plan for a new north/south road (Howard Bend Connector) that would disperse traffic and put another interchange on Highway 40/I-64. Traffic would be moving north instead of south.

Mr. Geisel stated that he would provide a visual of the original alignment to Councilmember Logan.

**Agenda Item #7 – Adjournment** - The meeting adjourned at 6:25 p.m.

