

**PARKS & RECREATION COMMISSION**

The Lodge, The Oak Room

April 7, 2016

6:00 P.M.

**ROLL CALL**

Commissioner Duff Hufford called the meeting to order at 6:00 p.m.

**WARD I** — Margaret Amend and Duff Hufford

**WARD II** — Andrew Theising, Mary Duggan and Rob O'Blennis

**WARD III** — Katie Weinberg, Marie Ganninger and Bill Reeves

Director of Parks & Recreation – Brian Schaffer

Alderman – John Pound

**AMENDMENT OF AGENDA**

None

**PETITIONS & COMMENTS**

- Commissioner Theising commented that he would like to see an extended lane constructed on North bound Ballas Road to the entrance of Des Peres Park.
- Congratulations to the O'Blennis family on their new baby boy born on March 8<sup>th</sup>!

**APPROVAL OF MINUTES**

**MOTION:** Commissioner Theising motioned to approve the February 2016 minutes. Commissioner Ganninger seconded the motion. Those present voted as follows: Commissioners Hufford, aye; Amend, aye; Duggan, aye; O'Blennis, aye; Weinberg, aye; Reeves, aye. Motion approved.

**ALDERMANIC REPORT**

- Alderman Pounds discussed the amendment for Trane to install new energy management equipment improvements at the Lodge.
- Alderman Pound reported the City Attorney is adding an additional provision for companies who have liquor licenses to require their employees to abide by certain conduct.
- Alderman Pound discussed a possible stop sign being installed on Tallie Road to slow traffic down. He reported that residents on Grant Place complain that contractors park on the streets. Public Safety will be putting out a speed trailer to record speeds.

**DIRECTOR'S REPORT**

- Director Schaffer reported that the park staff hired DJM to remove invasive Japanese Bush Honeysuckle in Des Peres Park. A huge dent was made and almost all of the honeysuckle on the northern boundary of the park between the creek and the fence

line was removed. They also removed all of the honeysuckle next to and behind the Village, US Bank and Raising Canes. A staff work day will be scheduled to help remove debris from the area before the trees leaf out.

- Director Schaffer reported that Westport Pools located two breaks under the lazy river and they have been repaired. One of the breaks was located at a "T" in the river drive and another was located on the same pipe about 8' away. The concrete was poured at the bottom of the lazy river and pool deck and will need to cure for 30 days and will then be painted later in the spring.
- Director Schaffer received a call from SWT Design informing him that the electrical contractor working on the WCC Fountain neglected to get final inspections. St. Louis County Highways is working with them to complete inspections. SWT is supposed to get with Hydro Dramatics to set up some new color patterns for the fountain lights.
- Director Schaffer reviewed the 2015 Year-End report with the commissioners. Overall, all of the parks and recreation accounts came in under budget in expenditures and most came in over budget in revenues. The Lodge had a 2015 recovery budget of 79.36% (not including sales tax revenue). The goal was to recover 93% of the budget through cost reductions and revenue enhancements. The ending recovery rate was 87.6%.
- Director Schaffer attended the Missouri Park and Recreation Conference in Columbia, Missouri the week of February 22<sup>nd</sup> along with Tracy Baer, Amy Springman, Sarah Christian and Terri Johnson. Director Schaffer was elected to a two-year term as Director-at-Large for the organization and attended a Board Orientation workshop while in Columbia.
- Director Schaffer reported that the staff went through on-site setup training for the new software, MaxGalaxy, with a trainer for MaxSolutions. The program staff will be entering detailed information to complete the configuration before usage training during the week of April 11 – 15. The go live date is May 4<sup>th</sup>.
- Director Schaffer reported that the Lodge was closed on Wednesday, February 24 due to the weather and power outages.
- Director Schaffer reported that a complaint was received from a resident in the Dougherty Woods Subdivision about the fence that the city installed between the homes on Winding Trail Lane and the common ground where the Phantom Forest/Bittersweet Woods connecting trail when the properties were acquired. As the resident was walking on the trail, she encountered a deer that had been impaled on the fence. She asked if we could paint the tops of the fence with reflective paint so the deer can see the fence. After consulting with the Department of Conservation, she was notified that the problem is not that the deer cannot see the fence, they just miss judge their ability to clear it, especially pregnant deer or fawns. The Park Superintendent investigated if it was possible to eliminate the over 800 spikes on top of the fence, but according to Chesterfield Fence, besides just cutting off the spikes, there is no retrofit for that size fence.

- Director Schaffer reported that on Tuesday, March 15th the outside temperature reached 82 degrees which caused the air handler servicing the meeting rooms to shut down late in the afternoon. It was not noticed until the renter started complaining about the temperature in the room. GJ was called in to reset the air handler. Due to complaints about the temperature of the room, a refund was made to this recurring renter's fee for the evening.
- Director Schaffer reported that there have been various issues with our Nautilus Stepmill. The Stepmill was down for almost a month due to the lack of available parts from the manufacturer. A couple of months ago the same piece of equipment was down for approximately a month due to an issue with the console. The touch screen console has already been replaced twice. When it needed replaced for a third time we were told that they no longer offer that model and had to step down to the basic console with no TV. The console was also on backorder and we had to wait quite awhile for that to get shipped. The Fitness Supervisor has been keeping in touch with the manufacturer to expedite the repair. We have been notified that the part has been shipped and a repair technician should be out to make the repair. This piece of equipment is scheduled to be replaced in August. We will not be replacing it with a Nautilus brand Stepmill.

#### **OLD BUSINESS**

a) 2016 Capital Improvement Project Update

Director Schaffer provided a hand out of the 2016 projects and reviewed the completed projects as well as the projects in progress. The painting work that needs to be completed will be done according to the weather. Director Schaffer also reported that the new monuments are being installed (1-Pioneer Park, 2-Des Peres Park, 2-Sugar Creek Park).

#### **NEW BUSINESS**

a) Des Peres Park Master Plan Process – Planning Design Studio

Scott Emmelkamp and Jeff Nilges from Planning Design Studio announced the project kickoff to update the 2006 Master Plans for Des Peres Park and Sunrise Park. And agenda was provided as well as a questionnaire for the Commissioners regarding their likes/dislikes and changes they would like to see happen.

#### **UPCOMING SPECIAL EVENTS**

Director Schaffer announced the upcoming special events:

- a) Free Swim & Gym Night – Friday, April 8, 5-8 p.m.
- b) Document Shredding Event – Saturday, April 16, 9-11 a.m.
- c) Parks & Recreation Commission Meeting at City Hall – Thursday, May 5, 6 p.m.
- d) Community Meeting: Des Peres Park Master Plan at City Hall – Thursday, May 5, 7 p.m.

- e) Monster Machines Day at Des Peres Park – Saturday, May 7, 9 a.m. - noon

ADJOURNMENT

**MOTION:** Commissioner Ganninger motioned to adjourn at 7:00 p.m. Commissioner Amend seconded the motion. Those present voted as follows: Commissioners Hufford, aye; Duggan, aye; O'Blennis, aye; Weinberg, aye; Theising, aye; Reeves, aye. Motion approved.