

**PARKS & RECREATION COMMISSION**  
Des Peres City Hall, Heimsch Room  
May 5, 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 and Mary Duggan

**WARD III** — Katie Weinberg and Bill Reeves

Director of Parks & Recreation – Brian Schaffer

Alderman – John Pound

**EXCUSED:** Rob O’Blennis  
Marie Ganninger

**AMENDMENT OF AGENDA**

None

**PETITIONS & COMMENTS**

Commissioner Katie Weinberg has fulfilled her term and is resigning as of June.

**APPROVAL OF MINUTES**

Commissioner Amend stipulated a typographical correction in the minutes under old business.

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

**ALDERMANIC REPORT**

- Alderman Pounds reported that a contract has been authorized with E. Meier Contracting in the amount of \$786,000 for asphalt resurfacing and street reconstruction projects.
- Alderman Pounds announced that a new rescue pumper for the City has been ordered from Banner Fire Equipment.
- Alderman Pounds reported that an ordinance was approved for a new subdivision to be known as Brighton Heights.
- Alderman Pounds reported that a contract with Shockey Consulting has been authorized to provide a Three (3) Year Strategic Plan for the City.
- Alderman Pounds reported that the Trailnet Bicycle and Pedestrian Master Plan final draft is complete.

## **DIRECTOR'S REPORT**

- Director Schaffer reported that Paragon Restoration will be coming out to do the same repair that they did to the cedar siding above the lobby to the siding on the dormers above the Natatorium. When there is heavy rain, water gets behind the siding and comes into the Natatorium. The project will be completed on a time and material basis.
- Director Schaffer reported that there has been ongoing various issues with the Nautilus Step Mill. The Fitness Supervisor has been keeping in touch with the manufacturer to expedite the repair and was told that the part would be delivered late last week or early this week but it didn't arrive. A resident/member has been in contact with Director Schaffer complaining about the amount of time that the piece of equipment has been down and questioning why a new one hasn't been purchased. Director Schaffer informed him that this piece of equipment is scheduled to be replaced in August, but he believes it should be replaced now. This piece of equipment runs about \$10,000. If it were to be purchased now, we would have to go out to bid and it would still take a couple months to get a new one. We will not be replacing the Step Mill with a Nautilus brand Step Mill, however due to its popularity; will be getting two of whatever model we purchase. As of this meeting the Step Mill was finally repaired by the manufacturer/local vendor.
- Director Schaffer announced that the tennis season began on Friday, April 1st. The park staff worked with Bates Electric to repair the lights on the tennis courts. They came out on Friday, April 8th with a large bucket truck to replace bulbs and ballasts on four light fixtures that cannot be reached with our bucket truck.
- Director Schaffer reported the part of the outdoor pool parking lot project is to fix an accessibility issue with the sidewalk next to the accessible parking spaces. The issue will be corrected this spring before the outdoor pool opens.
- Director Schaffer reported that the full-time staff at The Lodge have spent a lot of time learning how to operate our new recreation software, MaxGalaxy. Nikki and Margaret have spent hours and hours of time working on new procedures to help this endeavor as seamless as possible. The front desk staff also had a number of training sessions to learn the new system. We went live on May 4th. Our IT Department has been having a lot of issues with the credit card machines causing issues with the computers. We are not able to transfer credit card numbers or photos over from the Class to MaxGalaxy. We will be sending a letter or all continuous monthly members (members that pay monthly via credit card or bank draft) that they will need to update their credit card numbers with us between May 4th and May 15th.
- Director Schaffer reported that the West County Center turned on their irrigation system the week of April 4<sup>th</sup> but they discovered a break. A cost estimate from Kirkwood Plumbing has been requested for installation of a separate water service for the fountain so we don't have to depend on West County Center's irrigation schedule. West County Center has informed us on April 26th that they have

contracted with a company to repair their irrigation system. The system is now up and running.

- Director Schaffer reported that Bates Electric had to come in and repair the electrical lines that feed the two lake fountains. The park staff was able to get them up and running on Tuesday, April 26th.
- Director Schaffer reported that there were some trees damaged at Des Peres Park due to storms on. There were also numerous leaks around The Lodge found during the heavy downpours. We are still waiting for Paragon to come out and repair the flashing and siding on the Natatorium dormers.
- Director Schaffer announced that advertisements for the two community meetings for the Des Peres Park and Sunrise Park Master Plan Updates were prepared. Information has been posted on The Lodge website. Postcards were mailed to neighbors of the parks and all neighborhood trustees that we have addresses for. All elected officials and staff are invited to attend.

#### **OLD BUSINESS**

a) 2016 Capital Improvement Project Update

Director Schaffer provided an up to date hand out of the 2016 projects and reviewed the completed projects as well as the projects in progress and out to bid.

#### **NEW BUSINESS**

None

#### **UPCOMING SPECIAL EVENTS**

Director Schaffer announced the upcoming special events:

- a) Community Meeting: Des Peres Park Master Plan at City Hall – Thursday, May 5, 7 pm
- b) Monster Machines Day at Des Peres Park – Saturday, May 7, 9 am-noon
- c) Free Sunday Funday Group Exercise Class – Sunday, May 22, 11 am-1:45 pm
- d) Outdoor Pool Opens for the Season – Saturday, May 28
- e) Parks & Recreation Commission Meeting at City Hall – Thursday, June 2, 6 pm
- f) Community Meeting: Des Peres Park Master Plan at City Hall – Thursday, June 2, 7 pm

#### **ADJOURNMENT**

**MOTION:** Commissioner Theising motioned to adjourn at 6:35 p.m. Commissioner Weinberg seconded the motion. Those present voted as follows: Commissioners Hufford, aye; Amend, aye; Duggan, aye; Reeves, aye. Motion approved.