

**PARKS & RECREATION COMMISSION**  
**MEETING MINUTES**

MEETING DATE: Thursday, January 28, 2016  
 LOCATION: Webster Groves Recreation Complex  
 CALLED TO ORDER: 6:30 p.m.  
 MEETING ADJOURNED: 7:15 p.m.  
 NEXT MEETING: Thursday, March 31, 2016

ROLL CALL

NAME	PRESENT	ABSENT
Benjamin Stark	X	
Christopher Michael, Chairman	X	
David Addison, School Board Liaison		X
David Franklin	X	
Erica Morrison	X	
Elizabeth Bailey	X	
Ken Burns, Council Liaison		X
Jerry Pinkner	X	
Scott Davis, Staff Liaison	X	
Patty Gaines	X	
Steven Brewer	X	

Michelle Clemens, staff

**APPROVAL OF MINUTES**

The minutes from the September meeting were approved as written. No meetings were held in October, November or December.

**ADMINISTRATIVE REPORTS:** Scott Davis

\*The heated park restrooms are now being closed when the temperature is at freezing. There were some instances last winter when the doors were being propped open, which resulted in the pipes freezing and being damaged. Restrooms will reopen on a day-to-day basis when there is no danger of freezing.

\*In previous years, the Community Development Block Grant Fund included funding for some improvements at Crockett Park. This year, however, the low income target area shifted and did not include Crockett Park. The low-income area, according to their census, is an area that is next to Southwest Park (but does not include the park) and an area that does include Lockwood Park. Since Crockett is no longer a target area, we cannot allocate any CDBG funds to that project. We have to redirect those funds to the low-income areas or the home improvement program, which is administered by the County on an income-based system.

\*We are still waiting for SWT to complete the Barbre Park design plan. We will post it on the City's website when it is finished and then submit our request for reimbursement for the design cost from the planning grant. Improvements will include sidewalks, new signage, landscaping and attention to storm water issues.

\*The Department was recently notified that our application for a Municipal Park Grant has been accepted and we will be awarded \$485,000. These funds will be matched with \$50,000 from the City and used for extensive rink refrigeration system replacement and dasher boards. This project should occur this coming summer.

\*The next Municipal Park Grant application will be submitted in October. We plan to apply for funding for replacement of the tennis courts at Memorial Park. The total project cost could be approximately \$600,000, which exceeds the highest possible grant amount. It is hoped we can obtain additional funds through a partnership with the two primary court users: Webster University and the Webster Groves School District. The number of courts we replace will depend on how much funding we can obtain from all sources. We do have courts at Blackburn, Larson and Barnickle Parks, so could make do with replacing just 4 courts at Memorial if we do not receive sufficient funds to replace all of the eight courts currently there.

\*The City's new website launched today and includes extensive updates. The Parks & Recreation section now includes on-line facility reservation forms, maps, directions, descriptions of all the parks and is more user friendly. The next step will be to eventually add some videos of some programs and facilities. This will need to be facilitated by our IT department due to the space videos take on the City's server, etc.

\*A new Point of Sale program will be implemented at the front desk next week. This will eliminate the need for cash registers at all areas and incorporate the rink, recreation desk, tennis and aquatic center areas into the same system. A credit card machine will be added at the pool for this summer, allowing patrons to use credit or debit cards for their pool admissions.

\*Scott is pursuing obtaining a 501C3 non-profit status for the Friends of the Parks. This will then enable us to accept donations and allow the donor to qualify the donation as a tax deduction. We are also going to expand the "Did You Know" campaign for fundraising purposes as well. Donations could be used for a specific item, such as fireworks, or a general park improvement, etc.

### **OLD BUSINESS**

**Great Rivers Greenway Project:** GRG has submitted a design that is 95% complete for the Lorraine Davis/Deer Creek trail extension. They are waiting for MODOT approval and then will hold public meetings. They will also talk to the 9-10 residents that they need to obtain easements from. The City provided GRG with a 25 year easement in Deer Creek, Barnickle and Lorraine Davis Parks.

**Owen Ridge Trailhead:** The City has come to a general agreement on purchasing the property from Owens for the GRG trailhead but has tabled the discussion until it can be determined who is responsible for remediating the area. We need to be sure Owens will remain liable for it after it is sold to the City. The remediation process depends on what will be built there. If the area remains undeveloped, less will need to be done. Owens is still putting together their liability documents. The purchase cost for the City will be \$200,000. Great Rivers Greenway has received a grant of \$150,000 to put toward the trailhead project, as well as additional \$40,000 from their own fund. This will result in an additional three more acres of park land for the City, which Owens will maintain.

**COUNCIL UPDATE:** None

**CHAIRPERSON UPDATE:** Christopher Michael

\*St. Louis County is beginning their Parks Master Plan process and putting together the RFQ now.

\*Consideration needs to be given for a high resolution crosswalk at the Marshall/Summit intersection.

### **NEW BUSINESS**

#### **Parks & Recreation Role**

Scott recently was reviewing the by-laws of other City Commissions and found that the Parks & Recreation

Commission does not really have any by-laws specific to parks & recreation. He is requesting input from the Parks Commission on what they think their role should be, what projects they could be involved in, etc. Webster Groves has general by-laws for all commissions but all the other commissions have additional roles specified except for the Park Board, which is noted as an advisory commission. Parks Commissions in other cities have an “adopt a park” program, where individual Park Commission members are responsible for checking on parks and reporting back with comments, problems noted, etc. Another option is to become an active part of the Friends of the Park Program. A motion was made to table the discussion to give everyone time to think it over and bring their ideas to the next meeting. A copy of the by-laws was given out for everyone to reference as well.

**SET NEXT MEETING**

The next meeting will be held on Thursday, March 31, 2016 at 6:30 p.m. at the Recreation Complex.

**ADJOURNED**

Meeting adjourned at 7:15 p.m.