

MINUTES OF THE REGULAR MEETING
OF THE PARKS AND RECREATION COMMISSION
OF THE CITY OF SUNSET HILLS, MISSOURI
HELD ON WEDNESDAY, APRIL 28, 2021

BE IT REMEMBERED that the Parks and Recreation Commission of the City of Sunset Hills, Missouri met through Zoom. The meeting convened at 6:31pm.

Park Board

Present:	Doug McGuire	-Park Board Chairman
	Steve Bershe	-Member
	Kelly Finney	-Member
	Claudia Svoboda	-Member
	Blake Harris	- Member
	Shelia Sanders	-Member
	Erin Kelly	-Member
	Esther Gier	-Member
	Gerald Brown	-Director of Parks and Recreation
Absent:	Jill Yarasheski	-Member
	Pam Livingston	-Member
Guest:	Mike Svoboda	

APPROVAL OF THE MINUTES

Copies of the Minutes of the March, 2021 Parks & Recreation Commission meeting were emailed to the members for their review. Mr. Harris made a motion to accept the minutes as submitted. Mr. Bershe seconded the motion, and it was unanimously approved.

Old Business

A. Review Aquatic Facility Operation for 2021 –

Mr. Brown reported that the Sunset Hills Aquatic Facility operation proposed was approved by the Board of Alderman. The guidelines have been updated and Mr. Brown presented the following recommendations:

Competition Pool

-Hours of Operation – 12 -3 and 4 -7 daily; you will be expected to reserve a time slot each day of entry.

-Membership – we recommend that all admittance be based on if you have an Gold or Aquatic membership; **looking at allowing (1) guest per member at daily fee.**

-Current Capacity load based on guidelines is (100) per deck space guideline.

-We will provide chairs/tables, they will be cleaned before opening, between 3 – 4pm daily and at closing.

-Day Camp Swim time, Fridays 10:15 – 11:30am

Lazy River/Leisure Pool

-Hours of Operation – 12 -3 and 4-7 (Saturday, Sunday); **Looking at Fridays and/or Mondays as well.** You will be expected to reserve a time slot each day of entry

-Membership – we recommend that all admittance be based on if you have an Gold or Aquatic membership; **looking at allowing (1) guests per member at daily fee.**

-Current Capacity load based on guidelines is (50) per deck space guideline.

-We will provide chairs/tables, they will be cleaned before opening, between 3 – 4pm on weekend days and at closing.

-Each additional day added on – Staff direct cost of \$1,000.00 (\$12,000 to add Fridays and another \$12,000 to add Mondays

Programming

-Swim Lessons – we will offer Monday/Wednesday – 10:30 -11:30, 7:15 – 8:15pm

-Water Aerobics – we will offer Tuesday/Thursday – 10:30 -11:30

-Lap Swim – We will offer Monday/Wednesday 7:15pm – 8:15pm and Saturday (10:30 -11:30am)

-Swim/Dive Team – we can handle (200) kids, offer practice Monday – Friday 7am -10am, broken into (4) practices. The Swim Team will only be available if the Municipal League offers a league this year.

-River walk offered Saturdays (10:30 -11:30), to add River walk Monday -Friday (10:30 -11:30) additional \$1,500 on expenses.

Concessions

-Hours of operation 12 -5pm daily

-We will follow St. louis County Guidelines on restaurant specifications and only sell prepackaged good.

Dates of Operation

-June 12th – September 6th

Draft Budget

Capital items

Replace ADA Lifts	\$12,331	Purchased	√
Lap Lanes, Reels, Cover	\$6,325.41	Purchased	√
Robotic Pool Cleaner	\$5,008.53	Purchased	√
Competition Pool Painting	\$23,000.00	Approved at 3/9/2021	√
Upgrade Computer system/WiFi	\$5,600.00	Purchased	
Tables, Chairs, Umbrellas	\$13,000	Budgeted	
Floor Scrubber	\$2,500	Budgeted	
Total	\$67,764.94		

B. On-going Expenses

Competition Pool	\$131,300	
Utilities	\$13,000	
Guards	\$63,000/12 weeks	
Building Maintenance Supplies	\$10,000	
Marketing	\$2,000	
Facility Maintenance	\$15,000	
Equipment Maintenance	\$1,800	
Office Supplies	\$1,500	
Rec Supplies	\$1,000	
Misc.	\$5,000	
Swim & Dive Team coaches/expenses	\$19,000	
Lazy River/Leisure Pool	\$60,500	
Utilities	\$8,000	
Guards	\$37,000	
Building Maintenance supplies	\$6,000	
Facility Maintenance	\$5,000	
Equipment Maintenance	\$500	
Rec Supplies	\$1,000	
Misc.	\$3,000	
Concessions (pre-packaged items)	\$19,700	
Staff	\$4,700	
Supplies	\$15,000	

Scenario 1 (described above)

Proposed Revenue	\$165,500	
Pool Memberships	\$108,000	2019 Historical Data
Swim Lessons	\$6,000	
Water Aerobics	\$6,000	
Swim Team	\$22,500	
Concessions	\$23,000	
Total Revenue	\$165,500	
Total Expenses	\$279,265	
	(-113,765) (Fridays)	
	(-125,765) (Mondays)	

Mr. Brown reported on the updated guidelines from the county pertaining to Covid-19 requirements.

- they do not require a 3' walkway around the pool
- No longer have to be 6' from lifeguard

-Life guards only wear masks when not actively lifeguarding.

-Reservations are not required

B. Update on Watson Trail Playground

Mr. Brown reported that the project has started, anticipate to be completed by June 1st, weather permitting.

Reports

A. Board of Alderman, Mr. Brown reported that the Board approved plans to install electrical platform for the athletic complex.

B. Pool Advisory, Mr. Brown stated that they met last week, and he gave them an update on changes to the county guidelines, same as I provided you tonight.

C. Gempp Commission – next meeting May 10th

D. Swim & Dive Committee – We have increased to 200 kids for 2021 swim season.

E. Fitness Committee – nothing to report

F. Art Committee – Chairman Mcguire let them know we met this past week and discussed Makers Market. Mr. Brown thanked everyone that was able to volunteer time for Saturday.

G. Director’s Report – Mr. Brown asked if there were any questions to the written report?

New Business

A. Eagle Scout Project

-Eagle’s Nest – Mr. Brown reported that they have started the project, hope to have installed by end of May.

-Kiosk/Covered picnic tables – Mr. Brown reported that we have several Eagle Scouts constructing covered picnic tables and one Kiosk for the disc golf course.

B. Urban Forestry Discussion

Other items deemed necessary

Fishing Derby, May 12th 5:30 -8:30, is anyone available to assist? Ms. Sanders and Ms. Livingston agreed to work the event. Mr. Brown thanked them.

Ms. Gier asked if another triangle plant area could be added to Lindbergh/Geyer Road? Mr. Brown stated that he would take a look.

NEXT MEETING DATE

- May 26, 2021 @ Minnie Ha Ha Park at 6:30

ADJOURNMENT

Ms. Gier made a motion to adjourn the meeting at 7:15 pm. Ms. Sanders seconded the motion, and it was unanimously approved.

As submitted by,

Gerald Brown, Director of Parks & Recreation