



**PARKS COMMISSION  
HEMAN PARK COMMUNITY CENTER  
975 PENNSYLVANIA**

**Tuesday, April 19, 2022  
6:30 p.m.**

On March 20, 2020, City Manager Gregory Rose declared a State of Emergency for the City of University City due to the COVID-19 Pandemic. Due to the ongoing efforts to limit the spread of the COVID-19 virus, those who are not fully vaccinated are asked to wear face coverings.

**A. MEETING CALLED TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF AGENDA**

**D. APPROVAL OF MINUTES**

- 1) March 15, 2022

**E. CITIZEN PARTICIPATION**

**F. DEPARTMENT REPORT**

**G. COUNCIL LIAISON REPORT**

**H. COMMISSION MEMBERS PARK INSPECTIONS REPORT**

**I. UNFINISHED BUSINESS**

- 1) UCSC
- 2) Park Priorities
- 3) Recreation Priorities
- 4) 2040 Task Force

**J. NEW BUSINESS**

- 1) Golf Course Fees
- 2) Swimming Pool Fees
- 3) Municipal Parks Grant

**K. COMMISSION COMMENTS**

**L. ADJOURNMENT**



## MEMORANDUM

**TO:** Parks Commission

**FROM:** Darren Dunkle, Director of Parks, Recreation & Forestry

**DATE:** April 18, 2022

**SUBJECT:** Parks Monthly Report

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### ADMINISTRATION

1) Departmental Policies and Procedures

Continued to work on the development of a more formal documented system of policies and procedures. Once these policies and procedures have been developed, they will be submitted to the appropriate governing authority for review, comment, and approval when necessary.

2) Maintenance Investment/Improvement Plan, Capital Investment/Improvement Plan, Refurbishment/Replacement Plan.

Continued to work on the development of an overall plan to identify the maintenance and operational needs of the department. This plan will include itemized work, life cycles, estimated costs, etc.

3) FY23 Budget – Continued to work on the development of an operational and CIP budget for the areas of Parks Maintenance, Golf Course, Aquatics, Centennial Commons, Community Center, and Fleet Operations.

4) Personnel

The department currently has seven full-time positions vacant: Four Regular part-time positions vacant and several Seasonal part-time positions vacant.

- a) Recreation Supervisor (Sports, Health & Fitness) – Accepting applications and conducting interviews.
- b) Recreation Supervisor (Programs and Special Events) – Position has been filled and began work on Monday, April 11<sup>th</sup>.
- c) Parks Maintenance Crew Leader – Accepting applications and conducting interviews.
- d) Parks Equipment Operator – Two positions are currently vacant. Accepting applications and conducting interviews.
- e) Mechanics – Two mechanics have submitted retirement information. One left at the beginning of April with the other looking to leave at the beginning of May. Accepting applications.
- f) Tree Trimmer - Accepting applications.
- g) Centennial Commons – The Recreation Division continues the process of recruiting, hiring, and training of part-time staff.
- h) Golf Course Attendants – Accepting applications and conducting interviews.
- i) Golf Course Part-time Laborer - Accepting applications and conducting interviews.
- j) Parks/Forestry Part-time Laborer(s) - Accepting applications and conducting interviews.

5) **Training**

- a) Deputy Director, Todd Strubhart, and I attended the Missouri Park and Recreation annual conference.
- b) Deputy Director, Todd Strubhart received a Certificate from the APWA for Facilities and Grounds Management training.
- c) Parks Supervisor, Mike Warmbold attended recertification training for the Certified Playground Safety Inspector program.
- d) Ken Morgan, Golf Superintendent renewed his Pesticide License.

6) **FY22 Capital Improvement Projects**

- a) Ackert Park Renovation (Construction) – Project is scheduled to be completed in May of 2022.
- b) E.A.B. Program – Completed.
- c) Asphalt Trail Repairs at Heman Park – Completed.
- d) Pool Painting at Heman Park – Completed.
- e) Dog Park Pavilion/Shade Structure – Working on bid specifications.
- f) Driving Range Repairs (Construction) – On Hold. Bids came in over budget, so we are reviewing scope of work and looking to make adjustments.
- g) Hazardous Tree Removal – Under Contract.
- h) Centennial Commons Painting.
- i) Centennial Commons Turf Replacement – Under Contract is scheduled to be installed in the Summer.

7) **Proposed Cell Tower** – Continue to work on the Contract Agreement.

8) **UCity In Bloom Irrigation Project** – Waiting on Contractor to set date for a preconstruction meeting.

**RECREATION OPERATIONS**

1) **Centennial Commons** – Continue to work towards expanding the hours of Centennial Commons. Staffing still remains to be the number one issue.

Description	March FY22	March FY20
Daily Attendance	785	670
Member Attendance	2,442	5,494
<b>TOTAL</b>	<b>3,227</b>	<b>6,164</b>

2) **Overall, Fees and Charges** – Based on the procedures outlined in the Revenue and Pricing Policy, staff continued to review the existing pricing for Centennial Commons, Community Center, Athletic Fields, Pavilions, and Programs. This is necessitated by the fact that fees and charges in part have not been increased since 2005 and that increased fees will be needed to offset employee salaries. A proposal will be placed on the Parks Commission May or June agenda for review and consideration of support.

3) **Pool Fees and Charges** – Based on the procedures outlined in the Revenue and Pricing Policy, staff continued to review the existing pool pricing. This is necessitated by the fact that fees and charges in part have not been increased since 2005 and that increased fees will be needed to offset employee salaries. A proposal will be placed on the Parks Commission April agenda for review and consideration of support.

- 4) **Software Upgrades** – Staff continued to work with IT and vendor on preparation of upgrading the current RecTrac/GolfTrac recreation software. The migration and update are currently scheduled for September of 2022.
- 5) **Athletic Field Rentals** – Continued to Work with outside organizations on the scheduling of field use.
- 6) **FY22 Equipment & Improvement Projects**
  - a) Centennial Commons Floor Replacement.
  - b) Centennial Commons Locker Room Improvements.
  - c) Centennial Commons Security Cameras. Completed.
  - d) Centennial Commons Fitness Equipment Replacements. Awarded Contract.
  - e) Centennial Commons Gym Divider Replacement. Waiting on Contract and insurance documents.
- 7) **Recreation Priorities** – Parks Commission at their February and March meeting stated that the Commission had been focusing on the Park Priorities and now was the time to start focusing on the Recreation Priorities. Discussion took place regarding programming, partnerships, contracting out with the YMCA, etc. The Commission stated that they would like to have this item placed on the April Agenda for further discussion.

## **PARK OPERATIONS**

- 1) **FY22 Equipment & Improvement Projects**
  - a) **Flynn Park - Tennis Court Resurfacing** – Received quote estimate which is much greater than what was originally anticipated. Looking to move this item to the FY23 CIP.
  - b) **Fogerty Park – Parking Lot and Trail Sealing** – Currently working on Bid Specifications.
  - c) **Majerus Park – Trail Sealing** – Currently working on Bid Specifications.
  - d) **Heman Park – Trail Sealing** – Currently working on Bid Specifications.
  - e) **Lewis Park Playground Renew** – Scheduling project with contractor.
  - f) **Metcalfe Park Playground Renew** – Currently working on Bid Specifications.
  - g) **Rabe Park Playground Renew** – Currently working on Bid Specifications.
  - h) **Aerator/Seeder Replacement** – Placed order with vendor. Delivery and installation are scheduled for April.
  - i) **Vacuum Attachment** – Completed.
  - j) **Mower Hoist Lift** – Placed order with vendor. Delivery and installation are scheduled for July.
  - k) **Heman Park Lighting Upgrades** – Currently working with Ameren to possibly upgrade park lighting to LED, as well as adding additional lights and wattage.
- 2) **Software** – Staff continued to explore new software for maintenance activities, inventory, etc.
- 3) **Parks Storage Yard** – Staff continued to work on the regrading and the addition of rock to the storage yard to provide additional space and better drainage.

## **GOLF OPERATIONS**

- 1) **Leagues** – Continued to work with outside groups and organizations on league dates and times for the spring/summer.

2) **FY22 Equipment & Improvement Projects**

- a) **Club House Outside Tuckpointing and Painting** – Currently working on Bid Specifications.
- b) **Heman Park Trail – Sealing** – Currently working on Bid Specifications.
- c) **Security Camera Replacement** – Completed.

3) **Golf Course Management Plan** - Have developed a “Draft” of an overall Golf Course Management Plan.

4) **Golf Fees and Charges** – Although the fee adjustments that were made in 2020 have performed very well, and the golf course has been able to cover both operating and capital improvement costs, we are now facing new challenges such as wage and gas increases which have been forecasted to add approximately \$62,000 in new expenditures to the golf course operations in FY23. Accordingly, staff has reviewed our current pricing structure and feel that we can adjust our rates to account for these new expenditures. A proposal will be placed on the Parks Commission April agenda for review and consideration of support.

5) **Golf Cart Maintenance** – Vendor has performed preventative maintenance on all golf carts in preparation for spring.

6) **Equipment Maintenance** – Continued working on the preventative maintenance of all equipment in preparation for spring.

**MINUTES OF A REGULAR MEETING OF THE  
PARK COMMISSION  
CITY OF UNIVERSITY CITY, ST. LOUIS COUNTY, MISSOURI  
TUESDAY, MARCH 15, 2022**

**Agenda Item A: Call Meeting to Order**

Park Commission President, James Wilke called the meeting to order at 6:36 pm.

**Agenda Item B: Roll Call**

Those in attendance included Commission President James Wilke, Commission Members Lisa Hummel, Su Schmaltz, Meg Ullman, and Carl Hoagland. Also, in attendance were Council Liaison Steve McMahon, Darren Dunkle, Director of Parks, Recreation and Forestry, and Lynda Euell-Taylor, Deputy Director of Recreation Services.

**Agenda Item C: Approval of the Agenda**

Commission Member Hummel motioned, and Commission Member Hoagland seconded to accept the Agenda. The motion was approved with a 5-0 vote.

**Agenda Item D: Approval of the Minutes**

Commission Member Hummel motioned, and Commission Member Schmalz seconded to amend the minutes to include the following change to Agenda Item I-1-e: Unfinished Business – to add “Further comments were made in regard to concerns regarding the estimated cost of the plan”. The motion was approved with a 5-0 vote.

Commission Member Hummel motioned, and Commission Member Ullman seconded to accept the Agenda as amended. The motion was approved with a 5-0 vote.

**Agenda Item E: Citizen Comments**

Mr. Kevin Taylor a resident living at 7022 Canton Avenue spoke on the following items:

- 1) Park Priorities – Greensfelder Park – Mr. Taylor stated that he had concerns regarding the lack of knowledge, participation, and communication to or from the public. He further stated that in his opinion that flooding within the park had not been substantiated or findings shared. He also asked why the Commission hasn't addressed these issues.
- 2) Youth Sports – Baseball – Mr. Taylor played a brief voice message from his phone from a citizen regarding information on baseball and the Redbird Rookies program. Mr. Taylor went on to state that on his way over to the Parks Commission meeting he drove by Heman Park where he witnessed a group of white kids playing baseball and asked where is the racial equity, he stated that the Commission focuses on sports such as golf, tennis, and swimming, why not focus on baseball. He further stated that the city has plenty of parks and ballfields that aren't being used and that the city needs to get more kids involved in baseball in particular the Redbird Rookies program as it is a free program, however, volunteers were needed to assist the department in implementing the program.

**Agenda Item F: Department Report**

Mr. Dunkle highlighted the following:

- 1) Part-Time Compensation – Mr. Dunkle reported that the City Council approved the recommendation of the City Manager to raise the minimum wage of part-time parks and recreation employees.
- 2) Ackert Park Renovation – Mr. Dunkle reported that work at Ackert Park is on schedule at this time, however, they were still waiting on several materials to arrive. He further stated that the project is anticipated to be completed in May of 2022.
- 3) Driving Range Repairs – Mr. Dunkle reported that the bids for the project came in over budget and that staff and the consultant were working on further ideas for the project.
- 4) Centennial Commons Operations – Mr. Dunkle reported that staff continues to work towards expanding the hours of Centennial Commons, and that Staffing still remains to be the number one issue; however, that with the minimum wage being increased, hopefully it will help in the recruitment and retainage of employees.

### **Agenda Item G: Council Report**

Council Liaison Steve McMahon reported the following:

- 1) Lisa Hummel and Su Schmalz had been reappointed to the Parks Commission for another term.
- 2) That no one other than incumbents would be running for the municipal election in April.
- 3) Crescent Plumbing would be relocating to University City on Olive near Kingsland.

### **Agenda Item H: Commission Members Park Inspection Report**

- 1) Flynn Park (Carl Hoagland) – Complimented staff on the maintenance and upkeep of the park. Reported that water runoff from the tennis courts sits on the sidewalk below and is causing ponding issues on the sidewalk. He further stated that the Public Works staff was aware of the issue.
- 2) Metcalfe Park (Carl Hoagland) – Complimented staff on the maintenance and upkeep of the park.
- 3) Ruth Park Golf Course (Su Schmalz) – Reported that the golf course was in good shape and that the new Golf Manager (Travis Rion) was working out well.
- 4) Kaufman Park (Su Schmalz) – Reported that there were two new beehives at the Green Center and asked about the placement of pickleball lines on the tennis courts. Mr. Dunkle stated that the pickleball lines are scheduled to be placed once temperatures were steady.
- 5) Ackert Park (Lisa Hummel) – Reported that gumballs were littering the pathway and that there wasn't any signage regarding the closure of the pathway which creates accessibility issues.
- 6) Rabe Park (Lisa Hummel) – Reported that one of the slides on the playground had been boarded up. Mr. Dunkle stated that the slide was broken, and that staff is waiting on a replacement part.
- 7) Ruth Park Woods (Lisa Hummel) – Reported that volunteers were clearing out areas that were taken over by invasive plants.
- 8) Millar Park (Lisa Hummel) – Asked why the restrooms and water fountains weren't turned on in the parks since it was nice out. Mr. Dunkle stated that typically outdoor restrooms and fountains are not turned back on until the beginning of April due to the fact that they have been winterized and we are still experiencing unstable weather patterns.
- 9) Mona Trail (Meg Ullman) – Commented on the River Des Peres and how it could flood the park and what could be done to mitigate this. Mr. Dunkle and Council Liaison McMahon stated that the city's Stormwater

Task Force has been looking into the flooding issues and that they have also been working with the Army Corps of Engineers.

- 10) Mooney Park (James Wilke) – Reported that a recycling banner that had been placed within the park had been knocked down. He stated that there were several ruts within the low-lying areas within the park that needed to be filled. He further asked if the tree limbs hanging over the basketball court could be inspected by the forestry division.
- 11) Lewis Park (James Wilke) – Reported that there were tire ruts within the park that needed to be repaired. Mr. Dunkle stated that Ameren had to replace a transformer that was located in the park and would be coming back to restore the area.

#### **Agenda Item I: Unfinished Business**

- 1) Park Priorities – Greensfelder Park - Discussion took place regarding Greensfelder Park and that there seemed to be a possible lack of interest/feedback from the residents regarding the park. Further discussion took place in regard to the possibility of leaving the park as open green space and only addressing the water runoff areas.

Commission Member Hoagland motioned, and Commission Member Hummel seconded to leave the park as open greenspace and to request that staff explore the possibilities of mitigating the water runoff. The motion was approved with a 5-0 vote.

- 2) Parks Policies and Procedures – Commission President Wilke stated that he would like for the Commission to begin a process to work with staff to review and update all parks policies and procedures. In doing so, he would like to see a sub-committee be developed to begin this process. Mr. Wilke further stated that he would like to meet with staff prior to the April meeting to discuss the priorities.
- 3) 2040 Task Force – Commission President Wilke stated that the 2040 Task Force held two public brainstorming meetings at the Heman Park Community Center. He stated that the task force had taken the polling data from the community surveys to identify the strongest drivers. He encouraged the Commission to visit the information posted on the city's website for ideas. He further stated that there would be more opportunities for public participation before the June deadline. Discussion by members of the Commission took place regarding the benefits of the visioning process and was it needed.

#### **Agenda Item J: New Business**

- 1) Recreation Priorities – Commission Member Hoagland stated that the Commission had been focusing on the Park Priorities for several years and now was time to focus on the Recreation Priorities.

Mr. Dunkle and Ms. Euell-Taylor reported that due to the closure of Centennial Commons for over a year and the fact that staff had either been furloughed or laid off, resources weren't available to provide programming during that time period, however, with the reopening of Centennial Commons and the subsequent rehiring of staff, they are working towards providing limited programming this spring/summer and would focus on full programming in the fall/winter. Mr. Dunkle further stated that he has had preliminary conversations with other municipalities regarding the possibility of offering joint programming.

Ms. Euell-Taylor then presented a list of recreation programs that that the city had offered in the past as an idea of what programming opportunities could be available. It was stated that these programs had been successfully offered in the past, however, most of these programs had been eliminated due to funding and personnel reductions that had occurred in the past and patrons have found new providers of these types of programs.

Staff stated that they had not been receiving an overwhelming widespread request from residents for programs other than those for swim lessons, aquatics, and redbird rookies. Staff further stated that they



were planning on offering swim lessons and other aquatic activities this spring/summer and stated that they would need volunteers to work with staff to provide the redbird rookies program. However, the redbird rookies program needed to be staff driven and administered with the volunteers serving as coaches etc.

Discussion followed regarding on identifying what types of programs the residents were interested in. Mr. Dunkle stated that it wasn't an efficient or effective use of staff time to put together random programs and special events for the sake of offering programs, and that there needed to be more of an effort to determine what the needs and wants were from the residents within the city as a whole and then focus on how the department could plan and provide for those activities.

The Commission discussed and decided that the Commission Members should review before the April Commission Meeting the last Recreation Brochure (2019) to see what programs were being offered. It was also discussed that each Commission Member could provide program ideas in the categories of Kids, Adults, Seniors and Miscellaneous. It would be the goal to present five (5) program ideas in each category at the April meeting.

#### **Agenda Item K: Commission Comments**

- 1) Trash Cans (Su Schmalz) – Stated that maybe we should investigate the possibility of not placing trash cans within the park. She stated that she had visited a park in another state that didn't have trash cans and had signs that stated that you must carry out what you carry in.
- 2) Park Priorities (James Wilke) – Stated that we should place the final Park Priorities list on April's agenda for discussion and approval.

#### **Agenda Item L: Adjournment**

Commission Member Hummel made a motion at 8:22 pm, seconded by Commission Member Hoagland to adjourn. The motion was approved with a 5-0 vote.

**MINUTES SUBJECT TO PARKS COMMISSION APPROVAL.**



## AGENDA ITEM COVER

**MEETING DATE:** April 19, 2022  
**AGENDA ITEM TITLE:** Recreation Priorities  
**AGENDA SECTION:** New Business

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### **BACKGROUND REVIEW:**

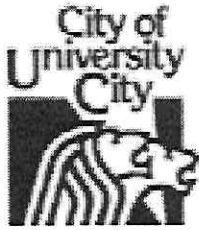
At the February 15, 2022, Parks Commission Meeting during the Park Priorities discussion, the Commission stated that the Commission had been focusing on the Park Priorities and now was the time to start focusing on the Recreation Priorities. Discussion took place regarding programming, partnerships, contracting out with the YMCA, etc. The Commission stated that they would like to have this item placed on the March Agenda for further discussion.

### **ACTION:**

No action is required as this is a discussion item. However, if the Commission would like to action, there must be a motion and a second by a Commission member to make a recommendation and the motion must be approved by the majority of the Commission.

### **ATTACHMENTS:**

None



## AGENDA ITEM COVER

**MEETING DATE:** April 19, 2022

**AGENDA ITEM TITLE:** Heman Park Swimming Pool Fees

**AGENDA SECTION:** New Business

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### BACKGROUND REVIEW:

As you may be aware the City has not adjusted the fees at the Heman Park Swimming Pool since 2005, and per Council policy the pool is to generate enough revenues to cover 50% of all direct, indirect, and overhead costs. On an average of the past five (5) years, the pool has only generated annual revenues (Season passes and Daily admissions in the amount of \$68,908.00, as we currently do not receive any fees collected from the Centennial Commons memberships) to cover 14% of the annual costs (\$478,765.00).

We are now facing new challenges such as wage and operating increases which have been forecasted to add approximately \$129,595.00 in new expenditures in FY23. As such, staff has reviewed our current fees to see how they compare to the local market. Understanding that not all municipal pools offer the same amenities, experiences etc., we looked to compare our facility to those that were more comparable to us. In doing so, we found that our fees are considerably below that of other communities within the St. Louis area.

Considering all of the factors, we are proposing a fee increase for the 2022 pool season. These increases will not bring us up to the 50% cost recovery goal; however, it may potentially make up for the forecasted costs increases for 2022. The information below highlights these proposed changes:

- **Season Passes for Individuals “Discounted” rates** (Proof of Residency) would increase \$8 - \$15 depending on the category.
- **Season Passes for Individuals “General” rates** (Non-Resident or Resident without Proof of Residency) would increase \$12 - \$22.00 depending on the category.
- **Season Passes for Groups/Families “Discounted” rates** (Proof of Residency) would increase \$40.
- **Season Passes for Groups/Families “General” rates** (Non-Resident or Resident without Proof of Residency) would increase \$60.
- Create an **Early Bird price** of 10% off of all Season Passes to encourage individuals and groups/families to purchase their passes prior to the season. This would alleviate the rush for passes around the time of the pool opening. This would normally occur between January and March, however, should be extended to May 20<sup>th</sup> for 2022.
- **Daily “Discounted” rates** (Proof of Residency) would be increased by two dollars (\$2.00) in each pricing category).
- **Daily “General” rates** (Non-Resident or Resident without Proof of Residency) would be increased by one dollar and fifty cents (\$1.00) to two dollars (\$2.00) depending on the category.

### RECOMMENDATION:

Staff recommends support of the Parks Commission with the proposed swimming pool fees.

**ACTION:**

There must be a motion and a second by a Commission member to make a recommendation and the motion must be approved by the majority of the Commission. If the motion is approved by the majority of the members, the recommendation will be forwarded to the City Council for their review and consideration.

**ATTACHMENTS:**

1. Proposed swimming pool fees and charges.



# POOL FEES AND CHARGES

## Heman Park Pool

Heman Park Pool Fees & Charges are those fees in which the City charges for various uses of the Heman Park Pool. Fees and Charges are for admissions for all individuals entering the Heman Park Pool regardless if they are there to swim or watch.

<u>Daily Admission</u>	<u>Non-Resident Rate</u>	<u>Resident Rate</u>
Child (11 & under)	\$7.00/ea.	\$5.00/ea.
Adult (12 to 59)	\$9.00/ea.	\$6.00/ea.
Senior (60 & older)	\$7.00/ea.	\$5.00/ea.

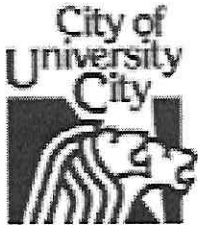
<u>Individual Season Pass</u>	<u>Non-Resident Rate</u>	<u>Resident Rate</u>
Child (11 & under)	\$127.00/ea.	\$85.00/ea.
Adult (12 to 59)	\$142.00/ea.	\$95.00/ea.
Senior (60 & older)	\$127.00/ea.	\$85.00/ea.
Early Bird Discount (January through March)	10% off	10% off

<u>Group/Family Season Pass</u>	<u>Non-Resident Rate</u>	<u>Resident Rate</u>
Group/Family (4 Individuals)	\$270.00	\$180.00
Additional Individuals	*\$35.00/ea.	*\$25.00/ea.
*May add up to a maximum of four (4) additional individuals		
Early Bird Discount (January through March)	10% off	10% off

<u>Group Rate</u>	<u>Non-Resident Rate</u>	<u>Resident Rate</u>
Minimum of 10 individuals	10% off	10% off

**Facility Rental**

Facility rental rates will be based off the direct costs associated with the use (Managers, Lifeguards, Janitorial, etc.) as well as a 25% administrative fee.  
 Damage Deposit = not greater than \$600



## AGENDA ITEM COVER

**MEETING DATE:** April 19, 2022

**AGENDA ITEM TITLE:** Ruth Park Golf Course Fees

**AGENDA SECTION:** New Business

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### BACKGROUND REVIEW:

As you may recall, the City Council approved a recommendation in September 2020 to adjust the fees & charges for the Ruth Park Golf Course. This was necessitated by the fact that an increase had not taken place since 2016, and per policy the golf course is to generate enough revenues to cover 100% of direct, indirect, and overhead costs as well as any debt service for the development and future capital needs.

These fee adjustments have performed very well over the past year and a half, and the golf course has been able to cover both operating and capital improvement costs; however, we are now facing new challenges such as wage and gas increases which have been forecasted to add approximately \$62,000 in new expenditures to the golf course operations in FY23. Accordingly, staff has reviewed our current pricing structure and feel that we can adjust our rates to account for these new expenditures. However, to do so, we will need to make the following adjustments:

- Create in-season (March 1<sup>st</sup> – October 31<sup>st</sup>) and off-season rates (November 1<sup>st</sup> – February 28<sup>th</sup>). In doing so, our current rates for nine holes would remain the same, and the new rates would become the new in-season rates.
- In-season rates would be approximately two dollars (\$2.00 - \$3.00 higher than the current rates in each pricing category).
- Eliminate discount rates for seniors, youth, and military on weekends/holidays. There isn't a reason to provide discounts on weekends, as the demand for play is so much greater on weekends.
- Increase the league/tournament service rate for weekends from \$100.00/yr. to \$150.00/yr.
- Increase the rates of gas carts, pull carts and rental clubs.
- Increase the rates to play for 18 holes as our current rates are below the market.

### RECOMMENDATION:

Staff recommends support of the Parks Commission with the proposed golf course fees.

### ACTION:

There must be a motion and a second by a Commission member to make a recommendation and the motion must be approved by the majority of the Commission. If the motion is approved by the majority of the members, the recommendation will be forwarded to the City Council for their review and consideration.

### ATTACHMENTS:

1. Proposed golf course fees and charges.



# GOLF COURSE FEES AND CHARGES

## OFF-SEASON (November 1 - Feb 28)

Regular Usage – Round Fee per person:

Description	9 – Holes	18 - Holes
UC Lion Weekday (Youth, Seniors, Military)	\$11	\$16
UC Lion Weekday	\$12	\$17
Discounted Weekday (Youth, Seniors, Military)	\$12	\$17
Discounted Weekday	\$13	\$20
Discounted Weekend/Holiday	\$15	\$22
General Weekday (Youth, Seniors, Military)	\$14	\$21
General Weekday	\$15	\$22
General Weekend/Holiday	\$17	\$24

\*Users may only receive a "Discounted" rate with a valid University City or partner Identification Card.

\*UC Lion rate only applies to UC Lion members of Centennial Commons.

Tournament/League Usage – Round Fee per person. An additional fee of \$100-Weekday and \$150-Weekend/Holiday will be applied for tournament/league services.

Category	Weekday	Weekend
Fees (9 holes)	\$14	\$16
Fees (18 holes)	\$21	\$23



**IN-SEASON (March 1 - October 31)**

Regular Usage – Round Fee per person:

Description	9 - Holes	18 - Holes
UC Lion Weekday (Youth, Seniors, Military)	\$13	\$18
UC Lion Weekday	\$14	\$21
Discounted Weekday (Youth, Seniors, Military)	\$14	\$21
Discounted Weekday	\$15	\$22
Discounted Weekend/Holiday	\$18	\$25
General Weekday (Youth, Seniors, Military)	\$16	\$23
General Weekday	\$17	\$24
General Weekend/Holiday	\$20	\$27

\*Users may only receive a "Discounted" rate with a valid University City or partner Identification Card.

\*UC Lion rate only applies to UC Lion members of Centennial Commons.

Tournament/League Usage– Round Fee per person. An additional fee of \$100-Weekday and \$150-Weekend/Holiday will be applied for tournament/league services.

Category	Weekday	Weekend
Fees (9 holes)	\$16	\$19
Fees (18 holes)	\$23	\$26

**GAS CARTS**

Rental Fees:

Category	Discounted Gas Carts Two Persons	General Gas Carts Two Persons	Discounted Gas Carts One Person	General Gas Carts One Person
Fees (9 holes)	\$10/ea.	\$11/ea.	\$10	\$11
Fees (18 holes)	\$15/ea.	\$16/ea.	\$15	\$16

**PULL CARTS**

Pull Carts – Rental Fees per person:

Category	Discounted Pull Carts	General Pull Carts
Fees (9 holes)	\$5	\$6
Fees (18 holes)	\$6	\$7

**CLUB RENTALS**

Rental Fees per person:

Category	Club Rentals
Fees (9 holes)	\$13
Fees (18 holes)	\$18

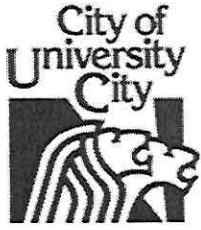
**DRIVING RANGE**

Machine Rental Fees:

Category	Small Bucket (40 Balls)	Medium Bucket (70 Balls)	Large Bucket (100 Balls)
Fees	\$6	\$10	\$15

**KEY FOBS:**

Category	Fobs
New or Replacement	\$9



## AGENDA ITEM COVER

**MEETING DATE:** April 19, 2022  
**AGENDA ITEM TITLE:** Parks Priorities  
**AGENDA SECTION:** Unfinished Business

---

### **BACKGROUND REVIEW:**

Each year the City goes through the exercise of identifying projects, items, vehicles and equipment to be considered by the City Council for the adoption of a Capital Improvement Program (CIP) for the next five years. As part of the CIP, projects, items, vehicles and equipment must meet the criteria of either having a life span of at least seven years or must have an individual value of \$25,000 or more.

Over the past several years the Parks Commission has conducted an exercise in which they review the findings and recommendations made by staff and discuss and vote on the projects and the priorities of these projects.

### **FINDINGS:**

Commission has identified several items and areas within the parks, recreation and forestry system that need attention.

### **ACTION:**

There must be a motion and a second by a Commission member to make a recommendation and the motion must be approved by the majority of the Commission. If the motion is approved by the majority of the members, the recommendation will be forwarded to the City Council for their review and consideration.

### **ATTACHEMENTS:**

- 1) Park Capital Improvement Priorities

# Project Descriptions from the Department

## **CAPITAL IMPROVEMENTS**

The City's Capital Improvement Plan (CIP) is generally based on projects and/or items that either have a life span of ten (10) years, or their individual costs are \$25,000 or greater.

A description of the projects identified by the Department are set forth below with the descriptions provided by the Department. The Commission's votes and discussion regarding the reasons for the Commission's priorities is not reflected in these descriptions. The order of the project descriptions reflects the Department's priority order.

### **Greensfelder Park Phase 1**

In July of 2019 the Parks Commission voted to recommend moving forward with an application of a Municipal Parks Planning Grant for Greensfelder Park. The city received the Planning Grant from the St. Louis County Municipal Parks Grant Commission for the development of a Concept Plan. Since that time staff has hired and worked with a consultant to develop said Concept Plan. During our evaluation and analysis of the site, we have determined that the biggest concern deals with the storm water runoff coming from adjoining neighbors, which has led to constant flooding of areas of the park which makes it unusable and affects maintenance and delivery. As such, it is recommended that the City explore grant opportunities to help fund Phase I of the project which would include solutions to the storm water issues.

### **Heman Park – Centennial Commons – EIFS Painting and Caulking**

A partial restoration effort to the exterior walls at Centennial Commons was undertaken in 2017. The work consisted of installation of "weepers" to allow for positive moisture control of the wall system, and cleaning, prepping, painting, and caulking the stucco surfaces at two of the exterior walls at the gymnasium. Additionally, the CMU block surfaces were treated with a clear waterproofing compound and the pre-cast stone sills were pointed with a flexible mortar. Subsurface CMU blocks received an elastomeric coating to provide a waterproof barrier. The work addressed an immediate maintenance need and should reduce future maintenance costs both to the exterior and interior of the building. The Public Works – Facilities Division who is responsible for this work will be making a funding request for this work.

### **Update the 2008 Comprehensive Parks Master Plan**

Although the 2008 Master Plan still has some validity, the plan needs to be updated. This in part can be accomplished by starting with a Needs/Wants Analysis. Much like the Citizen Satisfaction Survey, a public engagement process could include both public meetings and a citizen survey to determine the needs and wants of the community.

# **City of University City Parks Commission Priorities Report 2022**

James Wilke, President

Carl Hoagland, Member

Lisa Hummel, Member

Su Schmalz, Member

Margaret Ullman, Member

Darren Dunkle, Director of Parks, Recreation and Forestry

Steve McMahon, City Council Member

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## **Introduction**

“The Park Commission is an advisory body consisting of seven members appointed by the City Council. All members must be residents of University City for at least two years immediately prior to their appointment. The duties of the Commission are to survey, advise and review plans for maintenance and improvement of University City parks, recreational facilities and activities; along with recommending rules and regulations for the administration of the activities of the Parks, Forestry, and Recreation department on related policy matters.

(<https://www.ucitymo.org/276/Park-Commission>).

To accomplish the mission, the Commission regularly visits parks and reports issues at the Commission’s monthly meetings. Once a year the Commission prioritizes park and recreation projects. Commission members have been assigned parks as shown below..

Centennial Commons-----	Open
Heman Pool-----	Open
Community Center-----	Open
Ackert/Greenway South-----	James Wilke
Adams-----	Su Schmalz
Eastgate-----	Margaret Ullman
Flynn-----	Carl Hoagland
Fogerty-----	Open
Greensfelder-----	Open
Heman-----	Open
Kaufman-----	Su Schmalz
Kingsland-----	Margaret Ullman
Lewis-----	James Wilke
Majerus-----	Open
Metcalf-----	Carl Hoagland
Millar-----	Lisa Hummel
Mona Trail-----	Margaret Ullman
Mooney-----	James Wilke
Rabe-----	Lisa Hummel
Ruth Park Woods-----	Lisa Hummel
Ruth Park Golf Course-----	Su Schmalz

### **Update the 2014 Heman Park Site Master Plan**

Although the 2014 Master Plan has some good ideas, the plan needs to be updated. If funding and Land, Water, Conservation Fund restrictions weren't an issue, the 2014 Master Plan would be a very good plan, however, the reality of being able to fund the suggested improvements as outlined in the plan isn't financially feasible at this point. Accordingly, a plan needs to be developed that is not only financially feasible but is a plan that can be implemented. It should be completed *after* MSD has made a decision regarding the placement of projected storage tanks.

### **Greensfelder Park Phase 2**

In July of 2019 the Parks Commission voted to recommend moving forward with an application of a Municipal Parks Planning Grant for Greensfelder Park. The City received a planning grant from the St. Louis County Municipal Parks Grant Commission for the development of a concept plan. <sup>3</sup> Since that time staff has hired and worked with a consultant to develop said concept plan. It is recommended that the City move forward with a Municipal Parks Construction Grant for the development of Phase 2 of the project. This would go over very well with the St. Louis County Municipal Parks Grant Commission as they funded the planning grant, and it would show that we are making progress towards the development of the park.

### **Heman Park - ADA Improvements**

Although there are numerous improvements that need to be made to get into compliance with the Americans with Disabilities Act, it is recommended that these improvements take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; 2) Possible funding allocated from MSD; and 2) In coordination with other individual improvements.

### **Heman Park – South Parking Lot and Drives**

Although there are numerous improvements (grading, paving, lighting, landscaping) that need to be made, it is recommended that these improvements take place: 1) once we hear from MSD on the possible location of storage tanks within the park; 2) possible funding allocated from MSD; and 3) in coordination with other individual improvements.

### **Heman Park - Swimming Pool Pumps**

As part of an ongoing maintenance plan, it is recommended that the pool pumps been replaced every seven to ten years. As such it is recommended that the Heman Park Swimming Pool pumps be scheduled to be replaced.

### **Heman Park - Pavilion and Bandstand**

During our analysis it has been determined that the pavilion north of the south restrooms needs to be replaced. It is recommended that staff further explore and move forward with exploring the development of a new pavilion/band stage. However, for this to occur and to be functional for the band concerts that currently take place within the park, the proposed pavilion would need to be relocated up the hill closer to the



restrooms and parking etc. This would require the removal of a playground (slated to be removed and relocated later to develop a new all abilities playground).

A final recommendation from the Parks Commission needs to be made to replace the current bandstand. Will a new self-contained mobile stage unit be purchased that will provide users with more platform area, better acoustics, open air and better sight lines for audiences? The mobile stage is utilized for many community occasions and is also rented to outside organizations for special events. The existing stage is a 1994 model that no longer meets the needs of our regular users. A proposal put forward by the Parks staff supports eliminating the mobile stage and setting up a permanent stage in an existing park.

#### **Heman Park – Beautification**

Although there are numerous improvements (formal and informal landscaped beds, tree plantings, etc.) that need to be made, it is recommended that these improvements take place: 1) once we hear from MSD on the possible location of storage tanks within the park; 2) possible funding allocated from MSD; and 3) in coordination with other individual improvements.

#### **Heman Park – South Shelter Roofs**

Although there are numerous improvements that need to be made, it is recommended that these improvements take place: 1) once we hear from MSD on the possible location of storage tanks within the park; and 2) in coordination with other individual improvements.

#### **Heman Park – River Des Peres**

Although there are numerous improvements (streambank stabilization, riparian corridor plantings) that need to be made, it is recommended that these improvements take place: 1) once we hear from MSD on the possible location of storage tanks within the park; 2) possible funding allocated from MSD; and 3) in coordination with other individual improvements.

#### **Rabe Park – Playground and Surfacing**

During the audit analysis it was determined that the playground and surfacing at Rabe Park ranked highest of all playgrounds to be replaced. As such it is recommended that the City apply for a Municipal Parks Construction Grant for the replacement of the existing playground and surfacing as well as needed ADA improvements to the park.

#### **Greensfelder Park Phase 3**

The City received a planning grant from the St. Louis County Municipal Parks Grant Commission for the development of a concept plan. Since that time staff has hired and worked with a consultant to develop said concept plan. It is recommended that the City move forward with a Municipal Parks Construction Grant for the development of Phase 3 of the project. This would go over very well with the St. Louis County Municipal Parks

Grant Commission as they funded the planning grant and it would show that we are making progress towards the development of the park. The question being asked by the Park Commission is whether a full park is needed in the area.

#### **Ruth Park Golf Course – Short Game Practice Area**

Completion of short game practice area and replacement of existing driving range tee turf.

#### **Lewis Park – Playground and Surfacing**

During the audit analysis it was determined that the playground and surfacing at Lewis Park ranked the third highest of all playgrounds to be replaced. As such it is recommended that the City apply for a Municipal Parks Construction Grant for the replacement of the existing playground and surfacing as well as needed ADA improvements to the park.

#### **Ruth Park Golf Course – Main Building, Deck and Golf Cart Storage \$Unknown**

The Commission voted in July 2019 to apply for a planning grant in 2020 to repair the golf shop and build an emergency shelter at the end of the driving range. To date this has not happened. This was deferred in place of funding for new netting and landscaping the driving range. The condition of the facility has deteriorated over the years. The masonry walls often leak during rain events, the stucco exterior walls are cracking and peeling, and the trim and walls need repair and painting. There is a need to improve aesthetics, eliminate yearly maintenance repair costs, provide a comfortable setting for guests and possibly add a concessions deck and below storage for golf carts.

#### **Ruth Park Golf Course – Lights for the driving range**

\*Previously the driving range had lights. The lights should be reinstalled in such a way that they do not add additional lumens to the neighbors. The permit to install the lights still exists and the previous electrical conduit still exists. This should increase usage. The driving range is a moneymaker, and the addition of lights should increase revenues. Consideration of the management of the range at night must be addressed if the lights are installed.

#### **Heman – Aquatics facility at Centennial Commons**

An indoor aquatics facility would potentially attract more users to the Centennial Commons and could be a revenue generator. A study is needed to determine what would be attached to the current Centennial Commons facility. The expense is large, and it is anticipated that compensation from the MSD installation of tanks in Heman Park could fund the indoor aquatics facility.

## **PROCESS**

This year the Parks, Recreation, and Forestry Department organized its priorities by listing projects with action dates. The Parks Commission reviewed the list of the Department's priorities and placed them into an order of most needed to least based on input from the Department, commissioner's park visits and monthly discussion in the commission meetings. The final list of priorities for the Parks Commission was finalized at the January meeting, and the list received a final vote at the February meeting.

Each priority includes a short description and page reference for additional information. They are listed in priority order according to three funding categories:

- Category 1, Over \$250,000
- Category 2, Over \$100,000 to under \$250,000
- Category 3, Under \$100,000

Please note that the decisions were made on a remote basis, thus tie votes were not decided as had been done in previous years. A quick summary shows that most of the priorities of the Parks and Recreation Department are congruent with the Parks Commission priorities. The major discrepancy is the lower priority placed on Greensfelder Park by the Parks Commission. Also, there are three items (*in italics*) that were not listed in the Parks, Recreation and Forestry document that received priority votes from the Parks Commission.

University City Swim Club

29 March 2022

Mr. Darren Dunkle  
Director of Parks, Recreation, and Forestry  
City of University City  
7210 Olive St.  
University City, MO 63130

Mr. Dunkle,

Thank you for the opportunity to submit this proposal for use of Heman Park Swimming Pool for programming provided by the University City Swim Club (UCSC). UCSC has been an integral part of aquatics in University City for over 50 years helping both youth and adult swimmers of diverse backgrounds find safety, competition, and joy through swimming. It has been our focus to expand our programs focusing on underserved populations traditionally excluded from swimming both recreationally and competitively. We feel that we offer an invaluable service to the community and City of University City and look forward to continuing a strong partnership. We've attached our mission statement and Values for your consideration.

UCSC provides high-quality competitive swim training and instruction for youth and adults in University City and surrounding area. We are a nonprofit organization sanctioned through the national governing body of the sport, USA Swimming and USM Swimming (please see attached documentation). During the school year, the club uses the University City Natatorium through a memorandum of understanding with University City School District Board of Directors, most recently approved unanimously May of 2020 (attached).

In past summers, the club has worked in conjunction with the Parks Department to provide programming at Heman Park Pool. In addition to our traditional training programs, we began our swim lesson program this spring and look forward to continuing it at Heman during the summer. Access to pools and quality swim lessons is an issue in the community that we would like to help solve through our outreach and lesson programs. We look forward to the opportunity to resume and cultivate this valuable community programming and make the pool our home for not just this summer, but for years to come.

Please see the following proposal for how we would like to utilize the pool. We have also attached financial and participation information at your request. We would be more than happy to provide further information or clarification should you find that necessary.

Sincerely,

The University City Swim Club Board of Directors and Coaches:

Shiron Hagens (President)	Paul Granneman (Treasurer)
Ellen Howe (Secretary)	Karna Sherwood (Board member)
Liza Dunn (Board member)	Ryan Lutker (Head Coach)
Mary Nani Lhotak (Assistant Coach)	

### Category 1: Projects over \$250,000

Title	Short Description	Page	Park Staff priority	Proj. Comp Date	Park Commission priorities
Heman Park	ADA improvements	p. 6		FY24	1 <sup>st</sup> (tie)
Heman Park	Playground	No Description		FY 24	1 <sup>st</sup> (tie)
Rabe	Playground & surfacing	p. 7		FY 24	1 <sup>st</sup> (tie)
Ruth Park	Deck & golf cart storage	p. 7		No date given	3 <sup>rd</sup> (tie)
Lewis Park	Playground & surfacing	p. 7		FY 24	3 <sup>rd</sup> (tie)
Heman Park	South parking lot & drives	p. 6		FY 24	6 <sup>th</sup> (tie)
Heman Park	River Des Peres	p. 6		FY 24	6 <sup>th</sup> (tie)
Greensfelder	Phase 1 development	p. 5		FY 24	No votes
Greensfelder	Phase 2 development	p. 6		N/A	No votes
Greensfelder	Phase 3	p. 6		N/A	No votes

## Category 2: Projects over \$100,000 and under 250,000

Title	Short Description	Page	Park Staff priority	Proj. Comp. Date	Park Commission priorities
Heman	Centennial Commons- EIFS painting & caulking	p. 5		FY 23	<b>1<sup>st</sup> (tie)</b>
Heman	Swimming pool pumps	p. 6		FY 24	<b>1<sup>st</sup> (tie)</b>
Heman	South shelter roofs	p. 6		FY 24	<b>1<sup>st</sup> (tie)</b>
Ruth	Driving range lights	p. 7		N/A	<b>3<sup>rd</sup></b>
Heman	Park pavilion & bandstand	p. 6		FY 24	<b>4<sup>th</sup></b>
Ruth	Maintenance lot and drive	<b>Completed</b>		FY 25	<b>5<sup>th</sup></b>
Heman	Beautification	p. 6		FY 24	<b>No votes</b>
Ruth	Centennial Commons aquatic center	p. 7		N/A	<b>No votes</b>

### Category 3: Projects under \$100,000

Title	Short Description	Page See doc., Parks & Recreation Programs 2022	Park Staff priority	Proj. Comp. Date	Park Commission priorities
Heman	Tennis court resurfacing & signage	No description		FY 23	<b>1<sup>st</sup></b>
Metcalfe	Playground surfacing/ADA improvements	No description		FY 26	<b>2<sup>nd</sup> (tie)</b>
Heman	Basketball court resurfacing	No description		FY 24	<b>2<sup>nd</sup> (tie)</b>
Kaufman	Tennis court resurfacing & signage	No description		FY 25	<b>4<sup>th</sup></b>
Ruth	Short game practice area	p. 7		N/A	<b>No votes</b>
All parks	Update 2008 comprehensive parks master plan	p. 5		N/A	<b>No votes</b>
Heman	Update 2014 Heman master plan	p. 5		FY 23,? after MSD Plan	<b>No votes</b>



## AGENDA ITEM COVER

**MEETING DATE:** September 21, 2021

**AGENDA ITEM TITLE:** University City Swim Club Recommendation

**AGENDA SECTION:** Unfinished Business

**PREPARED/SUBMITTED BY:** Darren Dunkle, Director of Parks, Recreation and Forestry

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### BACKGROUND REVIEW:

On May 24, 2021, the University City Swim Club (UCSC) submitted a formal proposal to use the Heman Park Pool for their swim club practices and instruction. As part of their proposal, they would like to use the pool beginning June 7<sup>th</sup> through August 13<sup>th</sup> during the City's open Lap Swim and general Open Swim times.

The City Manager has given the UCSC temporary approval as their proposal works its way through our process. Ultimately the UCSC and the City would like to establish an agreement. As such, the City would need to obtain a recommendation from the Parks Commission on establishing the terms of an agreement.

The Parks Commission at their June 15, 2021, meeting approved a motion to recommend to City Council to approve the request of the University City Swim Club to have use of the pool during the regular business hours, but with certain limitations, such as: 1) following the City's guidelines for payment of entrance to the pool or have their own pass for entrance; and 2) exclusive use of an appropriate number of lanes as recommended by the recreation staff. They also recommended as part of the motion to drop the 75% residency rule for now, and that the Swim Club receive the resident rate, as well as and not requiring one parent per child to have to pay to enter the pool to watch practices.

Per the Parks Commission recommendation, staff has prepared a "Draft" of an agreement for review and consideration of the Commission.

**RECOMMENDATION:** There must be a motion and a second by a Commission member to make a recommendation and the motion must be approved by the majority of the Commission.

### ATTACHEMENTS:

- 1) University City Swim Club Contract Agreement



## Proposal for University City Swim Club (UCSC) to utilize Heman Park Swimming Pool

### Who:

The University City Swim club serves a wide range of families throughout University City and the neighboring areas. We strive to serve not only families who traditionally have access to pools and swim instruction, but also those traditionally underserved due to race, economics, geography, etc.

Please see the chart below for a recent breakdown of UCSC Families residency.

	Total Participants	U. City Residents	Percentage
<b>Summer 2021</b>			
Youth	43	24	56%
Masters	8	5	63%
<b>Fall 2021 / Spring 2022</b>			
Youth	52	20	38%
Masters	42	16	38%
<b>Swim Lessons</b>			
Spring 2022	16	15	94%

### What:

UCSC proposes to utilize the pool for four programs; Youth Lessons, Youth Swim Practice, Adult Lessons, and Masters (adult) Practice.

Youth Lessons would build off our current lesson program focusing on students in U. City schools. We feel that the ability to swim is an imperative life skill that can provide a lifetime of safety and recreation. Our goal with these lessons is to extend outreach to a wide range of students who might not otherwise have access to swim lessons. Our initial session filled to capacity within 24 hours of being announced to U. City School families. We look forward to expanding our swim lesson offerings this summer to reach more families.

Youth Swim Practice is for our experienced youth swimmers who wish to participate in the competitive sport of swimming. We are a sanctioned USA Swim Club and follow all the appropriate guidelines including Safe Sport.

Adult Lessons are for adults who would like to learn to swim. While often overlooked, according to a recent Red Cross survey only 56% of American adults can competently swim. That number drops to only 33% of African American adults. Swimming is not just a skill for children to learn, but vitally important for adults as well.

Masters Practice is for experienced adult swimmers who love to swim. They participate in our program for a range of reasons including exercise, injury recovery, training, and competition.

## When:

We propose to utilize the pool during the following times:

### Masters Practice:

Monday – Friday, 6:00 AM – 7:15 AM  
Saturday, 7:00 AM – 8:15 AM

### Adult Lessons:

Tuesday and Thursday, 7:15 AM – 9:00 AM  
Saturday, 8:15 AM – 9:00 AM

### Youth Lessons:

Tuesday and Thursday, 4:00 PM – 4:45 PM  
Saturday, 9:00 AM – 11:00 AM

### Youth Practice:

Monday – Friday, 4:45 PM – 6:45 PM

## Where:

UCSC proposes to utilize the following areas of the pool:

### Masters and Youth Practice:

4-6 lanes of the lap area adjacent to the two permanent lap lanes.

### Adult and Youth Lessons:

Primarily areas in the shallow end of the pool near the sides of the pool. But advancing to the deeper ends as skills progress.

## Why:

The Why of our proposal can best be explained through our attached mission and values statement. We would also like to emphasize that Heman Park pool is a wonderful asset, highlighting summers in U. City for over 80 years. UCSC has been a part of that heritage in the past and would love to continue and expand that role into the future.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/22/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Insurance Office of America 1855 W. State Road 434 Longwood GA 32750	<b>CONTACT NAME:</b> PHONE (A/C, No. Ext): E-MAIL ADDRESS: usascoi@ioausa.com		<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> USA Swimming, Inc. dba USA Swimming, USA Swimming Foundation, and USA Swimming Local Swimming Committees & Member Clubs 1 Olympic Plaza Colorado Springs CO 80909-5780	USASWIM-01		<b>INSURER A:</b> Accredited Surety & Cas Co Inc 26379
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
	<b>INSURER F:</b>		

**COVERAGES**

CERTIFICATE NUMBER: 846254922

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Event	Y	Y	1-TPM-IN-17-01269001-00	1/1/2022	1/1/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$2,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Abuse/Molestation \$2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	1-TPM-IN-17-01269002-00	1/1/2022	1/1/2023	EACH OCCURRENCE \$3,000,000 AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

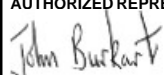
**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Verification of General Liability and Excess Liability coverage for COVERED ACTIVITIES: Abuse and Molestation Aggregate on the General Liability policy is \$4,000,000. Medical Expense Coverage applies to Office Premises and Event Spectators only. General Liability policy includes a 30 Day Notice of Cancellation per policy provisions.

Other Insureds includes the following: USA Swimming, Inc. member clubs, in which all athletes or participants and coaches are members of USA Swimming, Inc., group members, volunteers and "member coaches" solely as respects to "bodily injury" and "property damage" arising from "covered activities" for which a group member has received approval from USA Swimming, Inc. or its authorized representative.

See Attached...

**CERTIFICATE HOLDER****CANCELLATION**

City of University City 6801 Delmar Blvd University City MO 63130 United States	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**ADDITIONAL REMARKS SCHEDULE**

AGENCY Insurance Office of America		NAMED INSURED USA Swimming, Inc. dba USA Swimming, USA Swimming Foundation, and USA Swimming Local Swimming Committees & Member Clubs 1 Olympic Plaza Colorado Springs CO 80909-5780	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE**

**Covered Activities**

With respect to USA Swimming member clubs, group members, member coaches, volunteers and additional insured owners/lessors of premises, sponsors and co-promoters, "Covered Activities" are defined as:

1. Swimming meets that have been issued a written sanction or approval. Approval means a permit issued by one to the USA Swimming, Inc. Local Swimming Committees for swimming meets conducted in conformance with USA Swimming, Inc. technical rules in which members and non-members may compete. USA Swimming, Inc. member clubs that either host or participate in a swimming meet that has been issued an approval will be considered an insured provided that all of its athletes or participants and coaches are members of USA Swimming, Inc.
2. Swimming practices, dry land training activities, camps and learn to swim programs where all swimmers or participants are members of USA Swimming, Inc. or U.S. Masters Swimming and are conducted under direct and active supervision of a member coach. Dry land training activities means weight training, running calisthenics, exercise machine training, and any other activity for which an insured has received approval from USA Swimming, Inc. or its authorized representative.
3. USA Swimming, Inc., Swim-A-Thons, fundraising activity which clubs can purchase for lap-a-thons.
4. Approved social events and approved fundraising activities that are social events and activities for which an insured has received approval from USA Swimming, Inc. or its authorized representative.
5. Swimming tryouts. Swimming tryouts means swimming practices where a swimmer(s) who is not and how has never been a member of USA Swimming, Inc. participates with a USA Swimming, Inc. club for a period not to exceed thirty consecutive days in a twelve-month period to determine the swimmer's interest in becoming a member of USA Swimming, Inc.
6. Office premises liability for member clubs and LSCs.
7. STSC, CPR and Lifeguard Certifications of USA Swimming member coaches done by USA Swimming member coaches that are member representatives of one of the approved agencies listed on the USA Swimming STSC In-Water Skills Checklist.
8. "Organized practices" that have been reported and a premium has been paid for. Organized practices are defined as recreation league meets hosted by USA member clubs with community teams that are not USA Swimming member clubs.

The Certificate Holder is included as an Additional Insured on a Primary and Non-Contributory basis as required by written agreement. A Waiver of Subrogation also applies in favor of the Additional Insured as required by written agreement.

Member Club: University City Swim Club  
RE: Swim practices- Herman Park Pool

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name Of Additional Insured Person(s) Or Organization(s):**

ANY PERSON OR LEGAL ENTITY IN WHICH YOU  
HAVE A WRITTEN CONTRACT, AGREEMENT OR PERMIT WHICH REQUIRES THAT YOU NAME THE  
CONTRACTING PARTY AS AN ADDITIONAL INSURED.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
  2. Available under the applicable limits of insurance;
- whichever is less.

This endorsement shall not increase the applicable limits of insurance.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
LIQUOR LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and

- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY  
AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

- COMMERCIAL GENERAL LIABILITY COVERAGE PART
- ELECTRONIC DATA LIABILITY COVERAGE PART
- LIQUOR LIABILITY COVERAGE PART
- POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
- POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
- PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
- RAILROAD PROTECTIVE LIABILITY COVERAGE PART
- UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

**SCHEDULE**

<p><b>Name Of Person(s) Or Organization(s):</b>          ANY PERSON OR ORGANIZATION FOR WHOM THE NAMED INSURED HAS AGREED BY WRITTEN CONTRACT TO FURNISH THIS WAIVER.</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

**PARTNERSHIP AGREEMENT BETWEEN**  
**THE SCHOOL DISTRICT OF UNIVERSITY CITY AND**  
**UNIVERSITY CITY SWIM CLUB**

This Partnership Agreement establishes an agreement between University City Swim Club, a nonprofit corporation, and The School District of University City. Partnership on specific programs would require an addendum to this agreement which addendum will more fully describe the terms of the agreement for those specific programs which vary from the terms herein, including termination thereof, as well as the organizational, and financial relationships.

University City Swim Club (“UCSC”) teaches and trains youth and adult swimmers, supporting their athletic and personal development and helping them to develop a love of swimming through skilled instruction, opportunities to compete, an accessible and flexible program, and a supportive community of swimmers and their families. UCSC has provided high-quality swim instruction and coaching for youth in University City and the St. Louis Metropolitan area for more than 35 years. The youth club offers lessons, skills-based instruction, and competitive coaching for youth swimming. The Masters swim club, associated with U.S. Masters Swimming, serves adult swimmers. During the school year, both clubs meet at the University City Natatorium, at 7420 Shaftesbury Avenue, University City, Missouri, 63130, and during the summer, both clubs meet at the Heman Park pool, 7210 Olive Boulevard, University City, Missouri 63130.

**UCSC’s values statements are:**

- Access: UCSC strives to offer participation and support to all members of the community regardless of where they live, their ability to pay, or their race, religion, or gender, or any other aspect of their background.
- Equity: UCSC strives to make it possible for all participants to succeed, reducing disparities in access to high-quality swim training and attending to the reality that swimming pools have historically been unwelcoming, even dangerous, places for people of color.
- Pursuit of excellence: As a USA Swimming sanctioned team, UCSC provides elite instruction, preparing our athletes to develop and compete at their highest potential.
- Community-centered: UCSC builds a supportive community of diverse participants and their families and values the connection to its home community of University City.
- Youth-centered: UCSC believes in the potential and ability of all youth in its care, respecting them and their families as they pursue their swimming goals.
- Love of swimming: The goal is for every participant to develop a love of swimming that will last a lifetime.
- Life skills: UCSC believes that swim team participation offers a medium to develop skills that serve swimmers throughout their lives – adaptation, perseverance, teamwork, and more.



Together, The School District of University City (“District”) and UCSC enter into this partnership agreement to expand UCSC’s ability to reach University City youth. This partnership is a natural one for several reasons. First, this partnership lays the groundwork for building a learn-to-swim program that would prioritize the swimming education of youth in University City. Second, coordinated efforts to reach District students would help UCSC in its commitment to reduce disparities in access to water instruction. Third, coordinated efforts would help to make the youth swim team program, as well as lessons, more easily available to students in University City. Last, the partnership would help UCSC attract grant dollars to fund these life-saving, life-enriching programs.

**CONTACT:** Each party will appoint a contact person to coordinate with the other. The initial contact persons are:

*University City Swim Club:*

Tamara Arnow, Board President, who can be reached at [tammy.arnow@gmail.com](mailto:tammy.arnow@gmail.com) and 646-234-2124.

*The School District of University City*

\_\_\_\_\_ who can be reached at \_\_\_\_\_

**TERMINATION:** Either organization may terminate the partnership at any time without penalties or liabilities upon reasonable notice to the other party. By signing this Partnership Agreement, UCSC and the School District of University City agree that the proposed relationship is aligned with their strategic goals.

**AUTHORIZATION:** The signing of this Partnership Agreement is not a formal undertaking. It implies that the signatories will strive to reach, to the best of their ability, the objectives stated.

On behalf of the organization I represent, I wish to sign this Partnership Agreement:

**The School District of University City**  
By: Sharonica L. Hardin-Bartley, Ph.D., PHR  
Its: Superintendent

**University City Swim Club**  
By: Tamara Arnow  
Its: Board President

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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## **Mission**

University City Swim Club, a 501(c)(3) nonprofit in St. Louis, MO, trains youth and adult swimmers, supporting their athletic and personal development and helping them to develop a love of swimming through skilled instruction, opportunities to compete, a financially accessible and flexible program, and a supportive community of swimmers and their families.

## **Values**

**Access:** We strive to offer participation and support to all members of the community regardless of their swimming skill level, where they live, their ability to pay, race, religion, or gender, or any aspect of their background.

**Equity:** We make it possible for all to succeed at UCSC, reducing disparities in access to high-quality swim training and attending to the reality that St. Louis swimming pools have historically been unwelcoming, even dangerous, places for the black community.

**Pursuit of excellence:** As a USA Swimming sanctioned team, we prepare our athletes to develop and compete at their highest potential.

**Community-centered:** We build a supportive community of diverse UCSC participants and their families, and we value the connection to our home community of University City.

**Love of swimming:** Our goal is for every participant to develop a love of swimming that will last a lifetime. We believe in the potential and ability of all youth who are in our care, and we respect them and their families as they pursue their swimming goals.

**Life skills:** We believe that swim team participation offers a medium to develop skills that serve swimmers throughout their lives – adaptation, perseverance, teamwork, and more.