

In light of the current public health crisis and the Federal, State, and County Emergency Declarations, and in accord with the provisions of Sec. 610.020, RSMo., the Parks and Recreation Commission recognizes that it would be dangerous and impractical, if not impossible, for its meeting to be physically accessible to the public. The Commission also recognizes the need for the public's business to be attended to in order to protect the public health, safety, and welfare. In order to balance both the need for continuity of government and protection of the health and safety of our residents, business persons, and employees, this meeting of the Parks and Recreation Commission will not be open to public attendance in person. The meeting will be accessible by the public in real time ONLY by following the instructions in the box below.

You are invited to a Zoom webinar.

When: Feb 5, 2024 07:00 AM Central Time (US and Canada)

Topic: My Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81632048734>

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Dial(for higher quality, dial a number based on your current location):

+1 309 205 3325 US

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Persons interested in making their views known on any matter on the agenda should send an email with their comments to the Director of Parks and Recreation at tsiering@claytonmo.gov. All comments received will be distributed to the entire Commission/Board before the meeting. Thank you for your understanding and patience as we all try to get through these difficult and dangerous times.



**City of Clayton
Parks & Recreation Commission Meeting
Monday, February 5, 2024
7:00 PM
Zoom Meeting**

----- Agenda Topics -----		
Topic		Notes
1. Approval of Minutes	Eric Schneider	
2. Addresses from the Audience	Eric Schneider	
3. Shaw Park Tennis Center End of Season Report	David Willey	
4. Lighting Study – Shaw Park, Tennis Center and Oak Knoll Park	Justin Whipple	
5. Director’s Report	Toni Siering	
6. Old Business/New Business	Eric Schneider	

Attachments:
Minutes – January 8, 2024

Notes:

Next Meeting: Monday, March 4, 2024

Clayton Parks & Recreation Commission Meeting
Monday, January 8, 2024

Commission Members Present: Karen Berry Elbert, Susan Buse, Jim Craig, Matt Durham, Daniel Hencke-Cilenti, Gary Pierson, Eric Schneider

Commission Members Absent: Ben Beinfeld, Ira Berkowitz, Adam Weygandt

Staff Present: Valerie Egel, Doris Patzius, Lori Rice, Toni Siering, Justin Whipple

Meeting called to Order at 7:00 pm.

Approval of Minutes:

Minutes from the December meeting was approved.

Addresses from the Audience:

No comments from the audience.

Community Fruit Orchard at Anderson Park:

Justin Whipple, Parks Superintendent, proposed to install a Community Fruit Orchard at Anderson Park. Mr. Whipple stated that Anderson Park is roughly five acres of land with only about an acre in use. Mr. Whipple stated that one idea to utilize the space was to integrate a community fruit orchard to include apples trees, fig trees, grapevines, blackberry trees, and nut trees. The project will require some remediation with a Daikon radish to break up the compaction and release organic matter into the soil to restabilize the soil strata.

Mr. Whipple stated that funding for this project would come from the current standard operating budget. The plan would include \$800 per year for 12 trees per year for two years, \$900 for 18 trees in year three, \$300 per year for additional supplies, and \$4000 for a split rail fence around the perimeter. Due to the decline in bees pollinating, hives would also be added to make about 5-6 pounds of honey per hive. The beehive would be maintained by the Bee Found Organization at \$650 per year. Susan Buse, Aldermanic Representative recommended involving a Sustainability Committee to this project.

Daniel Henke-Cilente, Board Member suggested that a skate park would be another good option for utilizing the space at Anderson Park. Ms. Siering stated that she would investigate that option as well. Eric Schneider, Board Member Chair stated that they would put all options on the table and possibly include it into the Master Plan when a decision is made.

Director's Report:

Toni Siering, Director of Parks, and Recreation stated that the recommendation that was made in November to consider post-Labor Day swimming in 2024 was premature and suggested revisiting that proposal. The end-of-season lifeguard staffing levels for the 2023 Shaw Park Aquatic Center (SPAC) season were less than desired. A fully staffed season would have 100-125 lifeguards and the 2023 summer season averaged 88 employees during the summer season.

Midwest Pool Management (MPM) has struggled to find a permanent, full-time Pool Manager for the City of Clayton for several years. SPAC has not had a fulltime Pool Manager over the past three summers. The position of Aquatics Supervisor in the City of Clayton is currently vacant and unlikely to be filled until mid-to-late February.

Ms. Siering has recommended that SPAC would close for the season on Labor Day 2024. Staffing levels can be reviewed post season to determine the potential availability for post-Labor Day swimming followed by an evaluation of expenses and proposed fee schedule with extended season hours for FY25. Due to lack of staffing, the Parks and Recreation Commission has reaffirmed this.

Ms. Siering reported that Agency Planning and Landscape will be doing a public Open house on Wednesday, March 27th at the Center of Clayton.

Bids have been sent out for the fence repair at the north end of the tennis center and the repairs are expected to have a quick turnaround.

The HVAC at SPAC will be replaced and caulking of the expansion joints on the pool will take place.

A request for bids packet has been sent out to replace the roof at #1 Oak Knoll Park/Clayton Early Childhood Center.

The utility issue at Remembrance Park has been resolved. Excavation should be starting any day, and the project should take about two to three months to complete.

Ms. Siering stated that an end-of-season report for Shaw Park Tennis Center and SPAC will be presented at the Parks and Recreation meeting on February 5th.

The next in-person Parks and Recreation Commission meeting will be April 1st.

Old Business / New Business:

Ms. Siering stated that the proposed new flagpole donation is not currently an approved project for the Clayton Community Foundation (CCF). It would require approval by the Parks and Recreation Commission, CCF, ARB and the Board of Aldermen. The project will not be moving forward.

The next Parks and Recreation Commission meeting will be February 5, 2024.

The meeting was adjourned at 8:13 pm.

Respectfully Submitted By: Doris Patzius



DATE: February 5, 2024

TO: Parks & Recreation Commission

FROM: David Willey, Recreation Supervisor – Athletics and Facilities
Lucas Goodsell, Recreation Assistant Supervisor – Athletics and Facilities

CC: Toni Siering, Director of Parks and Recreation
Lori Rice, Superintendent of Recreation

RE: 2023 Shaw Park Tennis Center Annual Report

After a record setting year at Shaw Park Tennis Center (SPTC) in 2022, staff focused on making the 2023 season even better by focusing on improving the overall experience for members, residents, and visitors.

In October 2023, all ten courts were fully resurfaced, which creates a better playing surface and allows courts to dry more quickly after rain. After a moderate interior renovation in 2022, the Tennis Center Shop HVAC system was replaced with an upgraded, more energy-efficient system in Spring of 2023.

A large reason for the success of tennis programs at SPTC is due to our contractual service provider - 5th Set LLC, and its President Clark Taylor. A comprehensive list of program offerings ensures that everyone can find a class that meets their needs, and attention can be focused on strategic program adjustments. A conscious effort was made to add programs during low usage times so public court space would not be impacted. Rather than increasing the size of classes, additional times were offered to give more participants the opportunity to join. The success of the tennis program is largely due to management and the skilled tennis instructors provided by Clark and his staff.

As you may recall, both the City of Clayton and 5th Set LLC collect registrations for programming and lessons at SPTC. Revenue collected by the City decreased by 4% from FY22 to FY23, meaning that more participants registered directly with 5th Set LLC in FY23. However, the City's expenses also decreased by 30%, as Clayton's contractual payment at the end of the FY23 season was decreased based on the formula used for revenue sharing. Overall, SPTC experienced a \$63,252 net in FY23, a 12% increase over FY22. Season pass and daily admission revenue also increased by 29% from the previous season, which was a goal to improve in 2023. As a collective, Shaw Park Tennis Center brought in \$266,172 in total revenue in FY23.

Balancing programs and general open court times can often be difficult. By utilizing typical "down times" for private lessons and clinics and keeping courts free during the more popular times of the day, members can play more during the times they desire. The Playbycourt App allows members to book courts in advance and

saves a trip to SPTC when courts are already in use. Members and residents are also able to view additional daily class options that are not listed in our Activity Guide, which allowed program enrollments to increase considerably. Clayton High School continued its usage of Shaw Park Tennis Center with practices, home matches, and tournaments being held at the facility, both in the fall and spring. Shaw Park Tennis Center also hosted the CHS District Tennis Tournament and a divisional Doubles Tournament this spring.

Shaw Park Tennis Center continues to receive high marks in our Tennis Center Membership Survey from members who utilize the courts. Program participants are pleased with the adjustments and quality of tennis instruction. Participants are also extremely satisfied with the updates to the interior of the Tennis Shop. In addition, 85% of responses on the survey utilized the Playbycourt App to reserve court time. Staff are looking forward to building on these successes looking forward to FY24. While we are pleased with what was accomplished in 2023, we will continue to implement changes where needed in 2024.

Attached to this memo is a facility report providing an overview of usage, revenue, and expenditures for the 2023 season.



Shaw Park Tennis Center Fiscal Year 2023 Revenue & Expense Report

Revenue

	<u>Fiscal Year 2021</u>	<u>Fiscal Year 2022</u>	<u>Fiscal Year 2023</u>
<u>Season Passes</u>			
Resident	\$5,673	\$6,202	\$8,321
Corporate	-\$626	\$2,246	\$1,919
Non-Resident	\$3,688	\$2,799	\$3,065
Subtotal	\$8,735	\$11,247	\$13,305
<u>Daily Admissions</u>			
Resident	\$2,476	\$706	\$1,484
Corporate	\$198	\$155	\$113
Guests	\$1,239	\$726	\$1,666
Subtotal	\$3,913	\$1,587	\$3,263
Programs	\$73,138	\$78,509	\$70,483
Rentals	\$263	\$253	\$716
Total	\$86,049	\$91,596	\$87,766

Expenses*

	<u>Fiscal Year 2021</u>	<u>Fiscal Year 2022</u>	<u>Fiscal Year 2023</u>
Personnel Services			
Part-Time Instructors	\$0	\$0	\$0
FICA	\$0	\$0	\$0
Workers Comp	\$0	\$0	\$0
Maintenance	\$0	\$1,672	\$801
Contractual Services	\$34,212	\$31,349	\$21,220
Commodities	\$1,436	\$2,235	\$2,493
Total	\$35,648	\$35,256	\$24,514
Net	\$50,401	\$56,340	\$63,252

Per Capita

	<u>Fiscal Year 2020</u>		<u>Fiscal Year 2021</u>		<u>Fiscal Year 2022</u>	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
By Facility Attendance	\$5.82	\$2.41	\$6.12	\$2.35	\$5.59	\$1.56
By Population	\$5.14	\$2.13	\$5.47	\$2.11	\$5.34	\$1.49

*Utilities, full-time personnel costs and capital costs for Tennis Center are not shown in this report.



Shaw Park Tennis Center Fiscal Year 2023 Facility Usage Summary

	Fiscal Year 2021		Fiscal Year 2022		Fiscal Year 2023	
	<u>Total Hours</u>	<u>Attendance</u>	<u>Total Hours</u>	<u>Attendance</u>	<u>Total Hours</u>	<u>Attendance</u>
<u>Public Sessions</u>						
Season Pass Scans	1,603	1,933	1,603	2,305	1,603	2,079
Daily Admissions		639		202		405
Public Session Totals	1,603	2,572	1,603	2,507	1,603	2,484
<u>Programs</u>						
Camps	165	354	162	395	165	550
Clinics	350	2,341	384	2,592	380	3,150
Participant Totals	515	2,695	546	2,987	545	3,700
<u>Rentals*</u>						
Fontbonne University	0	0	0	0	0	0
USTA	20	300	18	270	30	265
Women's Tennis Group	70	288	70	288	70	288
Miscellaneous	9	36	5	20	12	65
Rental Totals	99	624	93	578	112	618
<u>School District Usage</u>						
Clayton High School	2,225	8,900	2,225	8,900	2,225	8,900
School Usage Totals	2,225	8,900	2,225	8,900	2,225	8,900
Total	4,442	14,791	4,467	14,972	4,485	15,702



Fiscal Year 2023 Season Pass Summary & Facility Closures

Season Pass Summary

	<u>Fiscal Year 2021</u>	<u>Fiscal Year 2022</u>	<u>Fiscal Year 2023</u>
<u>Season Passes Purchased</u>			
Resident Family	153	157	175
Resident Adult	28	36	28
Resident Youth	2	5	4
Resident Senior	48	54	19
Corporate Family	43	49	50
Corporate Adult	4	5	7
Corporate Youth	0	0	0
Corporate Senior	7	5	6
Non-Resident Family	29	35	32
Non-Resident Adult	12	17	9
Non-Resident Youth	0	2	1
Non-Resident Senior	13	13	11
Total	339	378	342
Resident Total	68.14%	66.67%	66.08%
Corporate Total	15.93%	15.61%	18.42%
Non-Resident Total	15.93%	17.72%	15.50%

Facility Closures

	<u>Fiscal Year 2021</u>	<u>Fiscal Year 2022</u>	<u>Fiscal Year 2023</u>
Days Available	160	150	154
Days Facility Closed due to Weather	9	11	8
Percentage of days closed	5.63%	7.33%	5.19%



Shaw Park Tennis Center Fiscal Year 2023 Admissions Summary

Season Admissions Summary

	<u>Fiscal Year 2021</u>	<u>Fiscal Year 2022</u>	<u>Fiscal Year 2023</u>
Season Pass Scans			
Resident Adult	178	221	181
Resident Family	611	716	687
Resident Senior	91	143	84
Resident Youth	29	59	61
Corporate Adult	34	51	53
Corporate Family	257	341	317
Corporate Senior	61	88	72
Corporate Youth	0	1	0
Non-Resident Adult	98	90	76
Non-Resident Family	296	306	294
Non-Resident Senior	173	164	168
Non-Resident Youth	20	18	12
Employee & Family Memberships	59	74	60
CSD Employee & Family Memberships	26	33	14
Season Pass Scan Total	1,933	2,305	2,079
Daily Admission Passes Purchased			
	<u>Fiscal Year 2021</u>	<u>Fiscal Year 2022</u>	<u>Fiscal Year 2023</u>
Resident Adult	352	68	180
Resident Youth	53	28	40
Resident Senior	38	15	4
Corporate Adult	24	16	11
Corporate Youth	3	1	2
Corporate Senior	3	1	0
Non-Resident Adult	117	71	149
Non-Resident Youth	11	2	19
Non-Resident Senior	38	0	0
Daily Admission Pass Total	639	202	405
Total	2,572	2,507	2,484

Monthly Summary of Combined Season Pass Scans & Daily Admissions

	<u>Fiscal Year 2022</u>	<u>Fiscal Year 2023</u>	<u>Fiscal Year 2023</u>
April	409	385	387
May	391	360	359
June	440	473	475
July	435	384	385
August	446	431	430
September	451	474	448
Total	2,572	2,507	2,484