

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 Clayton Recreation Sports and Wellness 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 Clayton Recreation Sports and Wellness 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: Sep 20, 2024 08:30 AM Central Time (US and Canada)

Topic: CRSWC - Special Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81107897178>

Or One tap mobile :

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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 Superintendent of Administration at [vsegel@claytonmo.gov](mailto:vsegel@claytonmo.gov) . All comments received will be distributed to the entire Commission/Board before the meeting.



**Clayton Recreation Sports & Wellness Commission  
Special Meeting Agenda  
Friday, September 20, 2024  
Virtual Zoom Meeting - 8:30am**

**Call to Order**

**Addresses from the Audience**

**RFCA – Approval of FY25 CRSWC Budget**

- Motion – To approve the Aquatic Operations Contract with Midwest Pool Management

**Adjourn**

**Attachments:**

1. RFCA – Approval of Aquatic Operations Contract with Midwest Pool Management

<u>Upcoming Meetings</u>	
<b>CRSWC Meeting</b>	
<b>Date:</b>	<b>Friday, November 15, 2024</b>
<b>Time:</b>	<b>8:30am</b>
<b>Location:</b>	<b>TBD</b>

The Clayton Recreation Sports and Wellness Commission may also hold a closed meeting, with a closed vote and record, as authorized by Section 610.021(1),(2) and (3) Revised Statutes of Missouri, relating to legal issues, real estate and/or personnel, negotiation of a contract pursuant to Section 610.021(12) RSMO., and/or proprietary information pursuant to Section 610.021(15).

Agenda topics may be added or deleted at any time prior to the Clayton Recreation, Sports and Wellness Commission meeting without further notice. To inquire about the status of agenda topics, call 314.290.8506. Individuals who require an accommodation (i.e., sign language, interpreter, listening devices, etc.) to participate in the meeting should contact the Superintendent of Administration at 314.290.8502 at least two working days prior to the meeting.



## Request for Commission Action

**To:** Clayton Recreation, Sports, and Wellness Commission (CRSWC)

**From:** Toni Siering, Director of Parks & Recreation

**Date:** September 20, 2024

**RE:** Support of Aquatic Operations Contract with Midwest Pool Management

The Parks and Recreation Department issued a Request for Proposals for Aquatic Facility Management Services for Shaw Park Aquatic Center and the Center of Clayton on June 18, 2024. The current contract with Midwest Pool Management (MPM) runs through September 30, 2024 and, while we have been happy with their services, it has been three years since these services were publicly bid.

We received three proposals in response to our RFP. One was from our current service provider, Midwest Pool Management (MPM), and two others were from companies located in Georgia and Florida (USA Management and The Sports Facilities Companies). Upon extensive review of the proposals, staff recommended on August 27, 2024 that the City enter into a three-year contract with MPM as the most responsive bidder based upon the factors listed below:

- Most competitive wages in recruiting and retaining staff
- Experience in the St. Louis area market
- Size of the organization in the St. Louis area

The fees proposed to provide these services are detailed in the following chart:

MPM Proposed Fees							
Service Area	FY24	FY25	% Change	FY26	% Change	FY27	% Change
<b>SPAC</b>							
Management Fee	\$21,120	\$34,800	39.31%	\$36,540	4.76%	\$38,370	4.77%
Salary Budget	\$281,070	\$284,115	1.07%	\$299,040	4.99%	\$312,600	4.34%
<b>Center of Clayton</b>							
Management Fee	\$31,980	\$39,675	19.40%	\$41,660	4.76%	\$43,740	4.76%
Salary Budget	\$418,085	\$454,630	8.04%	\$478,515	4.99%	\$502,630	4.80%
<b>Total</b>	<b>\$752,255</b>	<b>\$813,220</b>		<b>\$855,755</b>		<b>\$897,340</b>	

Though the initial increase for the management fees is significant, the following years are more normalized and include a 4.76% increase in FY26 and a 4.77% increase in FY27. Included in management fees are costs associated with payroll (FICA, Worker’s Compensation, background checks, etc.), third party facility audits, timekeeping and scheduling software fees, administrative fees, as well as liability insurance, which has experienced significant increases over the past several years.

We had anticipated rising salary costs for this contract next year due to increased hourly wages intended to combat the lifeguard shortage. As you may recall, 2024 is the first summer in four years that we had a pool manager at Shaw Park Aquatic Center, who is also our consistent year-round manager at the Center of Clayton. Despite the increased costs which are a result of increased hourly wages for front line employees, we believe this is still the most effective way to operate our aquatic facilities and are very pleased with the current manager assigned to Clayton pools.

MPM’s proposed salary expenses are in line with their current pay plan, which allows for higher hourly wages for front line positions, which we had anticipated for the upcoming contract. As we have discussed over the past several years, vacant manager and lifeguard positions have been particularly challenging to fill, and this nationwide trend has shown little signs of improving over the past several years and into the immediate future. MPM has addressed this challenge by improving the hourly rates of pay for its staff – in particular head lifeguards and lifeguards, whose wages make up the bulk of the salary expenses. Despite the increased costs which are a result of increased hourly wages for front line employees, we believe this is still the most effective way to operate our aquatic facilities. We are very pleased with the current manager assigned to Clayton pools, as well as MPM’s ability to utilize staff from around the St. Louis metropolitan area to adequately and safely staff Clayton pools.

You may recall that the most recent contract with MPM was amended in 2023 to account for increased hourly rates of pay to attract and retain more qualified employees. The hourly rate of pay comparison is as follows:

	<b>Midwest Pool Mgmt.</b>	<b>The Sports Facilities Cos.</b>	<b>USA Management</b>
Manager	\$24.24 - \$25.96/hr	\$25.00/hr	\$19.85/hr
Assistant Manager	\$23.02 - \$25.96/hr	\$20.00/hr	\$19.35/hr
Head Lifeguard	\$21.81 - \$24.66/hr	\$18.00/hr	\$19.35/hr
Lifeguard	\$19.69 - \$21.10/hr	\$15.00/hr	\$18.85/hr
Cashier	\$19.39 - \$20.90/hr	\$14.00/hr	\$17.65/hr

As with our past contracts, the total proposed for salaries is a not to exceed amount for a total number of hours negotiated based upon history of full operations and, any hours not filled or used will be credited back to the City and/or Center of Clayton at the end of each fiscal year. Throughout our nine years with this service provider, we have generally received a refund due to open shifts, weather cancellations and other variations in the schedule.

The general terms of the agreement, levels of staffing, hours of operation and other details of the contract were agreed to have worked well so no other changes to the service levels are being proposed at this time. City staff will continue to handle the swim lesson program, water fitness classes, camps, and other specialty programs. We will also keep the concession operations at the outdoor pool under their current contract with Healthy Creations.

The cost for this contract will be \$813,220 in FY25, \$855,755 in FY26 and \$897,340 in FY27, for a total cost of \$2,566,315. Of those charges, \$1,005,465 will be charged to the City's General Fund and \$1,560,850 will be charged to the Center of Clayton Operating Fund.

As the CRSWC has an agreement with the City of Clayton for the provision of aquatic services, the contract will be with the City; however, we would also like to have the approval of the CRSWC for the Center's portion of this contract.

**Recommendation:** To support the City of Clayton's contract for Aquatic Management Services with Midwest Pool Management.