

**CITY OF OLIVETTE  
PARKS & RECREATION COMMISSION MEETING MINUTES  
October 19, 2016  
Olivette Community Center (OCC)**

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Meeting called to order at 7:11 p.m. **Quorum Established**

**1. Roll call**

Commissioners Present:

Kisha Lee, Robin LeVan, Sue Rich

Commissioners Absent: Ed Kastner and Robert Heuermann,  
Suzanne Sewell; City Council Liaison

Beverly Tucker Knight, Parks & Recreation Director,

**2. Communications:** none

**3. Hearing from Citizens:** None

**DISCUSSION ITEMS**

**4. APPROVED; on a MOTION by Lee, SECOND by LeVan, the MINUTES of September 21, 2016 Regular Meeting.**

**5. National Recreation & Parks Association Conference**

Commissioner Rich provided a recap of the Conference and Vendor Fair and noted specific park amenities and programs that may be of future interest for Olivette.

**6. Parks & Recreation Commission Annual Work Plan**

Commissioners selected working groups to join for specific goals and set meeting dates.

**7. Special Events**

Reviewed list of upcoming special events and discussed how each ties in to Department mission and benchmark survey data.

a. Currently Scheduled

- i. Party in the Park 2.0 September 23 Recap
- ii. Boo Bash October 22
- iii. BULB-A-Palooza October 22 & 23 (new dates)
- iv. Ladies Teas Nov 10 & Dec 8
- v. Photography Exhibit Dec 9- Jan 31

b. Proposals for Summer 2017 based on benchmark survey data: more frequent smaller events, decentralizing events and taking to the neighborhoods instead of all being held at Stacy. This list below will be refined by the Special Event Working Group and reported on at a future meeting.

- i. May First Party in the Park Stacy
- ii. June Outdoor Movie Night Warson
- iii. June Family Overnight Stacy
- iv. June Outdoor Movie Night Indian Meadows
- v. July Outdoor Movie Night Villa
- vi. July Outdoor Movie night Irv Zeid
- vii. August Outdoor Movie Night Stacy
- viii. August 12 Perseid Meteor Shower Viewing Party Warson Park

- ix. September Party in the Park Warson
- c. Discussed options for using annual appeal instead of individual sponsorship requests. Commissioner LeVan volunteered to help staff with this.

**8. Parks Master Plan**

- a. Reviewed draft Request for Qualifications for Park Master Plan and made language suggestions for overview of the plan description. Discussed deliverables and how would pricing be quoted and final vendor selected.
- b. park playground vendors have been invited to provide information on what's available in advance of the master plan

**9. Parks & Recreation Director Report**

- a. Parks – winterizing has begun; park playground vendors have been invited to future meetings to provide information on desing/targeted use groups and options in advance of the master plan
- b. Sports Program Updates- soccer winding down, basketball league registration beginning – new in winter: 3v3 basketball tournaments for men and women ages 16+.
- c. Facilities Update
- d. Activity Guide Redesign- gave over view of new Olivette brand-based activity design that will be introduced with winter issue.

**10. City Council Report**

- 11. Adjournment 9:15 pm**  
**Next Meeting 11-16-2016**