



Park Board Agenda
Monday, March 28, 2022, 7:00 p.m.
Kirkwood Community Center
111 South Geyer Rd.



CITIZEN COMMENTS *(See instructions on the previous page for offering a comment. The public comment portion of the meeting is an opportunity to hear comments from citizens. It is not a question and answer session and the Park Board will not respond to comments or answer questions during the comment period. The Chairperson may refer any matter to staff or hold discussion during the "Other Matters" section of the meeting).*

I. APPROVAL OF FEBRUARY 28, 2022 MEETING MINUTES

II. COMMITTEE ASSIGNMENTS/REPORTS

- a. Foundation Committee

III. UNFINISHED BUSINESS

- a. Strategic Plan Update
- b. Park Board Officer Nominations

IV. NEW BUSINESS

- a. Approval of Fiscal Year 2022-23 Park Fund Budget
 - i. Fuel Expense Revision
 - ii. Greentree Park Prairie Wetland Vegetation Contract
- b. Approval of Goose Control Contract Renewal FY22-23
- c. Approval of Mowing Contract FY22-23
- d. Other Matters

V. SUPERINTENDENT OF PARKS, HEAD RANGER AND VOLUNTEER COORDINATOR REPORTS

VI. DIRECTOR'S REPORT

VII. BOARD MEMBER COMMENTS

VIII. ADJOURNMENT

Next Meeting – April 18, 2022

Staff Liaison: Kyle Henke. Phone: 314.822.5856 Email: henkekk@kirkwoodmo.org

Chair: Jordan Wienke

Accommodation: The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as a CD, by calling 314-822-5802.



**Park Board
Meeting Minutes
Monday, February 28, 2022, 7:00 p.m.
Virtual Meeting**



IN ATTENDANCE: The meeting was called order at 7:00 p.m. with President Jordan Wienke, Alan Hopefl, Scott Stream, Kathy Paulsen, Matt Cook, Ellen Edman, Steve Ostrowski, Alvin Reid, Matt Helbig and Staff Liaison Kyle Henke and Curt Carron in attendance.

I. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2022-23 PARK FUND BUDGET

A motion by Alan Hopefl to recess to public hearing. Seconded by Matt Helbig. Motion approved unanimously.

There were no citizen comments

II. CITIZEN COMMENTS

Mark Peter, 5435 Lions Den Spur, Imperial MO 63052, thanked the board for denying the request for mountain bike trails in Kirkwood Park. He offered suggestions for trails in Kirkwood Park.

Jason Hunt, 349 N. Woodlawn, is a user of the current trails in Kirkwood Park. Discussed his support for updated multi-use trails in Kirkwood Park.

Justin Bradley, 121 Van Buren, spoke about his time spend on trails in Kirkwood Park. Is supportive of updated multi-use trails that are properly planned and built.

Gwyn Wahlmann, 1002 W. Adams, would like to see programming involving young people at Kirkwood Park, but believes programs in the woods would be too damaging.

Nate Woodard, 923 S. Harrison, voiced his support for multi-use trails. He has children in Kirkwood and thinks that a convenient space to send local kids to enjoy the outdoors is important.

Scott Perdue, 11940 Amhearst, Des Peres, loves Kirkwood Park and Trail riding. Believes that safer multi-use trails would be great in Kirkwood Park.

John Huebbe, 1797 W. Adams, is an avid runner/cyclist, he would like the Park Board to consider improvement to all trails in Kirkwood Park.

John McKinley, 443 N. Van Buren, spoke about the multi-use trails in Kirkwood Park and he would like the Board to consider updating them.

Lauren Nieman, 201 Couch, supports multi-use trails in Kirkwood Park and improved access to the park from Couch.

III. APPROVAL OF JANUARY 24, 2022 MEETING MINUTES

A motion made by Kathy Paulsen to approve the January 24, 2022 meeting minutes, seconded by Matt Helbig. Motion approved unanimously.



IV. COMMITTEE REPORTS

- a. Foundation Committee – Committee provided draft minutes and committee members gave updates.
- b. Trail Committee – Committee provided draft minutes of the last meeting. Committee members are reaching out for information from groups that have trail building experience. Scott Stream suggesting reaching out to the schools about trails. Kathy Paulsen asked about the difference between RFI, RFQ, and RFPs Kyle explained the process and meaning of each.
Kathy summarized selected comments about trails in Kirkwood Park from citizen emails to the Park Board before the last meeting.
- c. Partnership Committee – Kathy Paulsen discussed the current Greentree Legacy Program and its origins. She reviewed the suggestions for updating the program. A motion by Kathy Paulsen to approve the changes suggested by staff at the October 26, 2021 meeting. Seconded by Jordan Wienke.
A motion by Kathy Paulsen to add a memorial brick to each donation. Seconded by Alan Hopefl.
Motion approved unanimously
- d. Alphonse Smith Memorial Update
Everything is ready to go for the memorial, The Board needs to pick a date for the ceremony. The Board will hold the ceremony on July 2nd.

V. UNFINISHED BUSINESS

- a. Strategic Plan – Kyle discussed the addition of implementation briefs.

VI. NEW BUSINESS

- a. Overnight Fitness Fundraiser – Kyle explained the event request.
A motion by Alan Hopefl to approve the event, with the presence of Park Rangers overnight. Seconded by Scott Stream. Motion approved unanimously.
- b. Kirkwood United Methodist Church Walker Lake Request.
KUM Church has asked to use the walking path around Walker Lake as they did in 2021.
A motion by Ellen Edman to approve the use of the Walker Lake path on April 16, 2022. Seconded by Kathy Paulsen. Aye: Alan Hopefl, Scott Stream, Kathy Paulsen, Matt Cook, Ellen Edman, Steve Ostrowski, Matt Helbig Abstain: Alvin Reid
- c. Delivery Delay ½ Ton Pickup Re-appropriation –
A motion by Ellen Edman to re-appropriate from FY 21-22 for the purchase of a ½ ton pickup truck in the amount of \$25,852 in account 201-5101-452-75-05 PF2203 to the same account FY 22-23 budget. Seconded by Scott Stream. Motion approved unanimously.
- d. Multi-Use Trail Approach Intergovernmental Cooperative Agreement – The Board discussed the agreement between Kirkwood, Sunset Hills and Fenton for maintenance of the I44 pedestrian bridge and it's approaches. Kyle will bring answers to the questions to the next meeting.



A motion by Scott Stream to approve the agreement as proposed. Seconded by Kathy Paulsen. Aye: Scott Stream, Kathy Paulsen, Matt Cook, Ellen Edman, Steve Ostrowski, Alvin Reid, Matt Helbig No: Alan Hopefl

e. Officer Nominations – Matt Helbig and Alan Hopefl will put together the slate of nominees for The Board to review at the next meeting.

f. Other Matters –

Budget – Ellen Edman asked questions about the budget.

144 Bridge Contract Amendment – Kyle discussed an increase in expenses on the 144 pedestrian bridge project. The Municipal Park Grant Commission of St. Louis County has agreed to cover the increased cost.

Motion by Matt Helbig to approve the project agreement with amendment 2.

Seconded by Alan Hopefl. Motion passes unanimously.

VII. SUPERINTENDENT OF PARKS REPORT

a. Curt Carron discussed Superintendent of Parks' report.

VIII. DIRECTORS REPORT

a. None

IX. BOARD COMMENTS

Scott Stream asked if the next meeting will be in person.

Alan Hopefl updated the Board on the recent Vision Zero steering committee action.

Next meeting will be March 28, 2022

X. ADJOURNMENT – The meeting was adjourned at 9:10 p.m.

From the desk of:
Kyle Henke, Director of Parks and Recreation
111 S. Geyer Road, Kirkwood, MO 63122
Phone: 314-822-5856 Fax: 314-984-5931
E-mail: henkekk@kirkwoodmo.org



Memo

To: Kirkwood Park Board
From: Kyle Henke
Date: March 17, 2022
Re: March 28, 2022 Agenda Memo

Committee Reports

Foundation Committee – The Foundation Committee met on March 8. Draft Minutes are included in the packet. Alvin will provide an update.

Finance Committee – No meeting took place. Reminder of the timeline outlined by the finance committee. The plan included a public hearing and discussion at the February 28 meeting. Passage of the budget at the March 28 meeting to become effective April 1, 2022.

Unfinished Business

Strategic Planning Update – This represents the monthly opportunity to provide updates on any actions taken regarding the strategic plan.

Park Board Officer Nominations – Current bylaws indicate elections for Park Board are to be held at the regular Board Meeting in April. In line with previous years, one or two park board members compiled a slate of future officers who are interested in running for Park Board President, Vice President and Treasurer. Park Board members can also nominate other members at this time. During the April Park Board meeting a vote will take place and the new or returning officers will assume their roles in May. As a reminder, newly appointed Park Board members will join the board in June.

New Business

Approval of Fiscal Year 2022-23 Park Fund Budget – The Board needs to take formal action to approve the Draft Park Fund Budget. It would be helpful to include in the motion that the revised budget, includes the adjustments below and encompass a total operating and capital cost of \$1,862,759 and revenues of \$1,783,930.

Two revisions of the draft budget have been identified since the initial posting. The first is an adjustment of \$8,921 to the fuel account, going up from \$23,510 to \$32,431 and is based off the current projected market price for fuel.

The second adjustment is a contract to manage the Prairie Wetland vegetation at Greentree Park. The contractor was previously offering their services in retribution for accidental damage at Fireman's Park. The contractor has since provided services at no cost to satisfy those damages. The Park Board should consider adding \$4,275 to fund the maintenance of the prairie wetland vegetation in Greentree Park.

Total adjustment of \$13,196.

Approval of Goose Control Contract FY22-23 - Our existing contract for goose control in Kirkwood Park is up for renewal with the current provider. Staff is seeking approval in the amount of \$4,400 to renew the contract with Gateway Goose Control.

Approval of Outer Parks Mowing Contract FY22-23 – The continuation of contract mowing for outlying parks (excluding Kirkwood Park) went out for bid due to the previous contractor pulling out of the contract. Staff recommends that a contract for the 2022 mowing season with B's Lawn Service for \$29,980, with \$2,680 of the total, funded by the City's General fund for mowing at KPAC, be approved.

Maintenance Report – Curt's report is included. As well as a Report from Ron Hall, Head Park Ranger. Kylie Christanell's, Volunteer Coordinator, report is included in the packet.

Director's Report – My report will include information on the following:

- Nothing to report at time of printing.



Park Board Park Foundation Subcommittee
Meeting Minutes
Tuesday, March 8, 2022, 4:30 p.m.
111 S. Geyer Road
Kirkwood, MO 63122



IN ATTENDANCE: : Alvin Reid (chair), Scott Stream, Jordan Wienke, and Parks and Recreation Director Kyle Henke

I. Citizens Comments

a. None

II. Unfinished Business

- a. Meetings was held via Zoom with guest, Mr. Kevin. D. Korenthal, National Association of Park Foundations executive director. Korenthal said he and his organization are excited to collaborate with us, that he has vast experience in helping committees and boards like ours and that he is a former parks commissioner.

The subcommittee shared with Korenthal the steps we have taken during the past four months regarding establishing a Kirkwood Parks Board Foundation. He said we are off to a good start, and that his organization could be quite helpful.

As a committee, a first question was about process. Which comes first, chicken or egg?

Korenthal's initial advice is that the Foundation "be chartered to work, not just meet." In its infancy, "it is better to go slow, to then go fast."

-Get a core group of people and resources assembled and "begin strategic doing, not planning" from the start. Korenthal called this "a key next step." The committee has begun this process and has learned there is interest in the community. Four individuals have stepped up with financial support.

-Once individuals are selected (either to serve on the board or help craft it) they will be the stewards. Korenthal suggested that a project or goal should be established. "What would we be doing?" Begin "guesstimation" of a project and the level of time and financial commitment that would be needed.

-The NAPF can assist with all legal documentation, establishment Foundation as not-for-profit but it is essential that we are not "missing a culture." What board member roles? How do we get most out of it?

-Make sure it is a working board, one that does not rely on Parks and Recreation staff.

-Annual Fee of \$375 would entitle committee and board members to member services, "which can help us work through every phase, every step." The committee decided to learn who would have access to NAPF member services (City Council? The entire Parks Board and Parks staff?)

- Korenthal suggested we speak with Dr. Nathan (whose name I could not find at the organization website), and he help us directly with our approach. The committee determined that this would be managed by the newly established board.



-The nearest Parks and Recreation Department that is an NAPF member is in O'Fallon, MO. Kyle spoke with its director and learned that their process is at the exact same points as ours.

-We thanked Mr. Korenthal for his time and assistance

III. **New Business**

The committee has sent thank you cards to individuals who are supporting the effort financially and have shown interest in serving on the board. At next meeting, the committee will discuss official establishment of a board, which could then supervise the ongoing process of officially getting a Foundation up and running. Their names would be listed on 401 c3 applications, etc.

The meeting was adjourned at 5:26 p.m.

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Park Fund Capital Budget	2022-2023	2023-2024	2024-2025	2026-2027
2022-2023				
Monfort Playground (7504) Deferred from 21-22	\$18,000			
Walker Playground (7504) Deferred from 21-22	\$18,000			
Riding mower zero turn (7505)	\$20,000	(Replaces 2016 Exmark #7546)		
3/4 Ton 4wd Pickup w/gate (7505)	\$41,000	(Replaces 10 Ford F150 #7521)		
Sprayer/Trailer (7505) Deferred	\$10,000	(Replaces #7508)		
Sprayer/Tank/Trailer (7505)	\$6,000	(Replaces 88 Marco Sprayer #7518)		
Ford Bronco (7505)	\$26,000	(Replaces '09 Malibu)		
Rite Range Road Paving (7503) Deferred from 21-22	\$40,000	(2 inch mill & fill)		
Pickleball Court Site Design (7509)	\$15,000			
2023-2024				
1/2 Ton 4wd Pickup (7505)		\$30,000	(Replaces '11 F150 4WD #7502)	
One Ton 4WD Dump Truck (7505)		\$50,000	(Replaces 2012 F450 #7513)	
One Ton Dump Truck (7505)		\$50,000	(Replaces '11 Ford F450 #7519)	
Quarry Road Resurfacing (7503)		\$70,000		
2024-2025				
Trash Truck (7505)			\$60,000	(Replaces 1999 GMC #7514)
4WD Crew Cab Pickup (7505)			\$35,000	(Replaces 2014 Ford F150 #7504)
4WD Crew Cab Pickup (7505)			\$35,000	(Replaces 2014 Ford F150 #7505)
Meacham Park Entry signs (7504)			\$20,000	
Mitchell Park Entry sign (7504)			\$20,000	
Avery Playground Surface (7504)				\$20,000
Replace Greentreerestroom (7503)				\$120,000
Grants Trail Restroom (7503)				\$40,000
2026-2027				
Diamond #3 Irrigation (7503)				\$40,000
Brush Chipper (7505)				\$25,000
Arial Tree Unit (7505)				\$135,000
Annual Total	\$194,990	\$200,000	\$170,000	\$180,000
				\$200,000

Draft 1/7/22

Park Fund Capital Budget 2022-2023

Monfort Playground (\$18,000) - The colored PIP surfacing is separating from the base and must be pulled off and replaced with new PIP

Walker Park Playground (\$18,000) - The colored PIP surfacing has shrunk significantly and must be capped with 1-2inches of new PIP.

Riding Mower (\$20,000) - Replaces Exmark riding mower

Pickup Truck 4WD (\$35,000) - Replaces 2010 F150 (#7521) - Used daily for transport and hauling requiring a lift gate installed after market.

Sprayer Trailer (\$10,000) - Replacement for trailer (#7508) of unknown age that carries 350 gal. tank used to water plants int the S.B.D.

Sprayer/Tank/Trailer (\$6,000) - Replaces 1986 Marco trailer (#7518) mounted tank and sprayer system used to water and apply chemicals throughout park system.

Ford Bronco (\$26,000) - Replaces '09 Malibu used by Park Director and Recreation Staff

Rifle Range Road Paving (\$40,000) - Repaving of traffic lanes only from Amphitheater Dr. to Adams Ave. It will consist of milling and overlay. In conversation with Public Services Dir, it is established that even though it is a public thoroughfare, there is no funding available from the City. The paving will consist of traffic lanes only, no curb replacement or paving of peripheral parking spaces.

Park Fund - Capital Budget 2024-25

Pickup Truck 4WD (\$30,000) - Replaces 2011 F150 (#7502) - Used as daily transport by Supl, crew tasks, hauling materials, running errands.
One Ton 4WD Dump Truck (\$50,000) - Replacement of 2012 F450 (#7513) with 4WD and a dump bed. Used for general purpose and salt distribution.
One Ton Dump Truck (\$50,000) - This would replace the second to two 1 ton dumps (#7519) used fir a variety of hauling and towing.
Quarry Road Resurfacing (\$70,000) - Milling and resurfacing of the one lane road in Dee Koestering Park from public parking off Marshall to the accessible lot in the interior of the park by the trailheads. Pavement is deteriorating quickly and must be re-paved.

Park Fund Capital 2024-2025

Draft 1/7/20

Trash Truck (\$60,000) - Replacement of 1999 GMC (#7514) with 8 CY refuse bed. Bed was replaced in 2009. Truck used to collect trash throughout park system two times a week. Proposed replacement will be a pickup truck with a tilting hopper.
4WD Xcab pickup (\$35,000) -Replaces one of two 2014 light duty crew cab pickup trucks (#7504) used for general transport of maintenance staff, materials and supplies.
4WD Xcab pickup (\$35,000) -Replaces one of two 2014 light duty crew cab pickup trucks (#7505) used for general transport of maintenance staff, materials and supplies.
Meacham Park Entry Signs (\$20,000) - This project would add similar title signs to both the Meacham Ave and the New York St. entrances to park.
Mitchell Park Sign (\$20,000) - Project will add a title sign at Mitchell Park similar to those used at Avery Park

Avery Playground Surface (\$20,000) - Replacement of PIP colorized surface
Replace Green Tree Park Restroom (\$120,000)
Grants Trail Restroom (\$40,000) - Partnering with GRG, perform major fixture and operational upgrade, creating sewer facility.

2026-2027

Balfield #3 Irrigation (\$35,000) - An additional irrigation system will be added to enhance playability and recovery after event parking.
Brush Chipper (\$25,000) - Replaces 2004 Vermeer chipper (#7504) used to reduce branches and up to 12" trunks, to chips for easier handling and disposal
Arial Tree Unit/Master Plan (\$135,000) - Replaces 20 year old bucket truck used for trimming, deadwooding and general arial work in all parks.

ACCOUNT #	20-21 Actual	21-22 Budget	21-22 Projected	22-23 Request	VARIANCE 22-23REQ-20-21 ACT	VARIANCE 22-23REQ-21-22 BUD	VARIANCE 22-23REQ-21-22PRO	Comments
Draft								Comments
201-0000-311-1000 Property Tax	972,226	1,045,000	1,078,063	1,099,000	126,774	54,000	20,937	
201-0000-301-2070 Grants	0	0	0	0	0	0	0	Increased projected request based on demand and last years figures
201-0000-347-1000 Ball Field Rentals	22,572	35,000	48,748	42,000	19,428	7,000	-6,748	Increased projected request based on demand and last years figures
201-0000-347-1300 Picnic Rentals	16,175	20,000	27,402	23,000	6,825	3,000	-4,402	
201-0000-347-2000 Concessions	829	3,000	2,752	3,110	2,281	110	358	
201-0000-361-1000 Investments	1,765	10,000	4,431	5,000	3,235	-5,000	589	
201-0000-365-2000 Donations	9,650	6,750	8,950	6,750	-2,900	0	-2,200	
201-0000-374-6000 Recreation Pygms	0	100	0	100	100	0	100	
201-0000-380-1000 Miscellaneous	0	0	0	0	0	0	0	
201-0000-391-1005 Transfer From Other Funds	56,600	81,830	80,684	81,830	25,230	0	1,146	
201-0000-391-1015 Transfer Park Sales Tax	575,000	575,000	575,000	575,000	0	0	0	
201-0000-392-1000 Sale Fixed Assets	5,568	10,250	1,536	5,500	-68	-4,750	3,964	
201-0000-392-2000 Insurance Proceed	0	0	0	0	0	0	0	
Totals	1,560,385	1,786,930	1,827,566	1,841,290	180,905	54,360	13,724	
01-1101 SALARY FULL TIME	764,164	806,616	780,000	834,200	70,036	27,584	54,200	Includes approved increase for both merit & COL increase
01-1102 SALARY PART TIME	46,221	62,270	56,200	70,352	24,131	8,082	14,152	Increase related to minimum wage and competitive pay for PT Rangers
01-1104 SALARY TEMPORARY		42,240	26,360	40,540	40,540	-1,700	14,180	Increase related to minimum wage and competitive pay
01-1105 SALARY OVERTIME	6,114	31,300	31,000	31,300	25,186	0	300	
Subtotal	816,499	942,426	893,560	976,392	159,893	33,966	82,832	
01-2101 HEALTH	146,000	147,112	141,229	149,564	3,564	2,452	8,335	Increase based on AJ G analysis
01-2103 DENTAL	4,663	5,980	5,164	5,980	1,317	0	816	
01-2104 VISION	1,056	1,200	1,053	1,200	144	0	147	

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January

2022

ACCOUNT #	20-21 Actual	21-22 Budget	21-22 Projected	22-23 Request	VARIANCE 22-23REQ-20-21 ACT	VARIANCE 22-23REQ-21-22 BUD	VARIANCE 22-23REQ-21-22PRO	Comments
Draft								Comments
CREDIT	0	0	0	0	0	0	0	
01-2201 SS TAXES	50,026	58,430	56,500	60,533	10,507	2,103	4,033	
01-2202 MEDICARE	11,700	15,550	10,200	14,078	2,378	-1,472	3,878	Increase due to City contribution to Missouri Retirement Program
01-2302 PENSION	49,429	54,739	52,722	81,975	32,546	27,236	29,253	
01-2304 DEFERRED COMPENSATION	12,290	16,768	16,572	0	-12,290	-16,768	-16,572	No longer used
01-2904 Unemployment	0	0	0	0	0	0	0	
Subtotal	275,165	299,779	283,440	313,330	38,165	13,551	29,890	
01-3107 K-PAC ADMIN	1,213	2,700	2,505	2,500	1,287	-200	-5	
01-3109 TRAINING	603	2,205	2,064	2,000	1,397	-205	-64	Increase based on history and additional use of contracted services
01-3110 PROFESSIONAL SERV	39,661	43,050	40,728	42,600	2,939	-450	1,872	
01-3201 LEGAL	3,211	3,500	3,500	3,500	289	0	0	
01-3202 AUDIT	1,400	1,400	1,500	1,500	100	100	0	
01-3210 PROFESSIONAL SERVICES	2,343	2,600	2,600	2,550	207	-50	-50	
01-4209 LANDFILL	6,428	5,300	7,548	5,200	-1,228	-100	-2,348	FY22 higher than expected due to storm cleanup
01-4301 OFFICE EQUIPMENT	356	350	350	350	-6	0	0	
01-4302 RADIO EQUIP	234	1,200	600	1,200	966	0	600	
01-4306 EQUIPMENT REPAIR	1,277	3,000	3,600	3,100	1,823	100	-500	
01-4312 BUILDINGS/GROUNDS	5,171	5,800	5,800	5,900	729	100	100	
01-4405 RENTALS	11,133	11,200	11,200	11,050	-83	-150	-150	
Subtotal	73,031	82,305	81,995	81,450	8,419	-855	-545	
01-5202 GENERAL LIABILITY	12,569	14,218	13,650	15,000	2,431	782	1,350	Increase based on projections
01-5211 WORKERS' COMP PREMIUM	81,810	84,920	84,920	93,420	11,610	8,500	8,500	Increase based on projections
01-5301 TELEPHONE	2,188	2,400	2,000	2,930	742	530	930	
01-5302 CELL PHONE	2,078	3,600	1,316	3,300	1,222	-300	1,984	
01-5802 TRAVEL	0	1,050	1,050	1,600	1,600	550	550	
Subtotal	98,645	106,188	102,936	116,280	17,605	10,062	13,314	
01-6101 OFFICE SUPPLIES	710	700	895	800	90	100	-95	
01-6108 JANITORIAL	4,295	5,800	6,600	5,900	1,605	100	-700	Increase based on the need to clean more frequently
01-6111 FOOD	159	600	450	600	441	0	150	
01-6113 CLOTHING	2,391	3,700	3,700	3,800	1,409	100	100	
01-6114 MACHINERY/EQUIPMENT MATERIALS	2,977	2,800	2,800	2,800	-177	0	0	
01-6115 BUILDING/GROUNDS MATERIAL	4,574	8,500	8,500	8,500	3,926	0	0	
01-6116 LANDSCAPE MATERIAL	6,715	15,350	15,350	17,700	10,985	2,350	2,350	

2022

JANUARY

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ACCOUNT #	20-21 Actual	21-22 Budget	21-22 Projected	22-23 Request	VARIANCE 22-23REQ-20-21 ACT	VARIANCE 22-23REQ-21-22 BUD	VARIANCE 22-23REQ-21-22PRO	Comments
Draft								
01-6199 OTHER	2,782	3,500	4,200	4,000	1,218	500	-200	
01-6202 UTILITIES	29,609	47,000	40,432	42,000	12,391	-5,000	1,568	
01-6203 GAS	2,143	2,200	2,200	2,600	457	400	400	
01-6205 IRRIGATION	450	2,500	7,400	7,400	6,950	4,900	0	New account: Increase based on 2 year history
01-6401 DUES/SUBSCRIPTIONS	875	600	600	600	-275	0	0	
01-6607 SAFETY EQUIPMENT	3,017	3,125	3,125	2,975	-42	-150	-150	
01-6608 TOOLS	1,623	2,200	1,700	2,200	577	0	500	
01-6621 LAW ENFORCEMENT SUPP	730	1,600	1,200	1,600	870	0	400	
01-6625 VEHICLE EQUIPMENT	2,135	3,000	3,600	3,000	865	0	-600	
01-6626 FUEL/LUBRICANTS	2,472	5,000	5,000	5,500	3,028	500	500	
Subtotal	67,658	108,175	107,752	111,975	44,317	3,800	4,223	
01-6801 SMALL CAPITAL IMPROVEMENTS	4,045	5,513	5,513	0	-4,045	-5,513	-5,513	
01-7503 BUILDING IMPROVEMENTS	0	228,000	126,324	40,000	40,000	-188,000	-86,324	
01-7504 PARK IMPROVEMENTS	32,104	43,000	0	36,000	3,896	-7,000	36,000	
01-7505 MACHINERY & EQUIPMENT	22,023	44,387	44,386	97,000	74,977	52,613	52,614	
01-7509 ENGINEERING	10,962	24,038	24,195	15,000	4,038	-9,038	-9,195	
Subtotal	69,134	344,938	200,418	188,000	118,866	-156,938	-12,418	
01-8005 FUEL/LUBRICANTS	26,225	20,690	20,690	23,510	-2,715	2,820	2,820	
01-8010 FLEET SERVICES	67,354	69,725	69,725	69,163	1,809	-562	-562	
01-8060 CLERICAL SERVICES	10,100	10,100	10,100	10,100	0	0	0	
Subtotal	103,679	100,515	100,515	102,773	-906	2,258	2,258	
02-6115 BUILDINGS/GROUNDS	10,461	14,600	12,000	14,600	4,139	0	2,600	
Subtotal/ mini parks	10,461	14,600	12,000	14,600	4,139	0	2,600	
03-6115 BUILDINGS/GROUNDS	929	1,700	500	1,700	771	0	1,200	
03-6202 UTILITIES	4,535	4,300	5,050	4,500	-35	200	-550	
Subtotal/ Greentree Park	5,464	6,000	5,550	6,200	736	200	650	
04-6115 BUILDINGS/GROUNDS	1,423	2,100	1,000	1,800	377	-300	800	
04-6202 UTILITIES	265	600	300	500	235	-100	200	
Subtotal/ Emmenegger Park	1,688	2,700	1,300	2,300	612	-400	1,000	
05-6115 BUILDINGS/GROUNDS	662	1,000	1,200	1,000	338	0	-200	
05-6202 UTILITIES	2,880	2,700	3,675	3,000	120	300	-675	

DRAFT

January

2022

ACCOUNT #	20-21 Actual	21-22 Budget	21-22 Projected	22-23 Request	VARIANCE 22-23REQ-20-21 ACT	VARIANCE 22-23REQ-21-22 BUD	VARIANCE 22-23REQ-21-22PRO	Comments
Subtotal/Weacham Memorial Park	3,542	3,700	4,875	4,000	458	300	-875	
06-6115 BUILDINGS/GROUNDS	371	700	300	700	329	0	400	
06-6202 UTILITIES	128	150	120	150	22	0	30	
Subtotal/Quarry	499	850	420	850	351	0	430	
07-6115 BUILDINGS/GROUNDS	0	500	400	500	500	0	100	
07-6202 UTILITIES	431	1,000	2,100	2,100	1,669	1,100	0	
Subtotal/Walker Park	431	1,500	2,500	2,600	2,169	1,100	100	
06-6115 BUILDINGS/GROUNDS	73	600	150	600	527	0	450	
06-6202 UTILITIES	945	875	950	900	-45	25	-50	
Subtotal/Monfort Park	1,018	1,475	1,100	1,500	482	25	400	
09-6115 BUILDINGS/GROUNDS	0	200	200	200	200	0	0	
09-6202 UTILITIES	0	200	150	200	200	0	50	
Subtotal/Quinette Cemetery	0	400	350	400	400	0	50	
10-6115 BUILDINGS/GROUNDS	74	600	200	500	426	-100	300	
10-6202 UTILITIES	1,078	1,000	1,200	1,200	122	200	0	
Subtotal/Avery Park	1,152	1,600	1,400	1,700	548	100	300	
11-6114 MACHINERY & EQUIPMENT	262	400	325	600	338	200	275	
11-6115 BUILDINGS/GROUNDS	4,153	7,650	5,100	7,850	3,697	200	2,750	Additional permial plant material at City Hall and West Jefferson
Subtotal/Downtown	4,415	8,050	5,425	8,450	4,035	400	3,025	
12-6115 BUILDINGS/GROUNDS	0	400	200	400	400	0	200	
12-6202 ENERGY/WATER	2,473	1,000	2,790	2,700	227	1,700	-90	
Subtotal/Fillmore	2,473	1,400	2,990	3,100	627	1,700	110	
Total	1,534,953	2,026,601	1,808,526	1,935,870	400,917	-90,731	127,344	
Revenue	1,660,385	1,786,930	1,827,566	1,841,290	180,905	54,360	13,724	Fund balance requirement for FY22-23
Net	125,432	-239,671	19,041	-94,580	-220,012	145,091	-113,621	\$ 1,166,247
Fund Balance	1,811,690	1,572,019	1,830,731	1,736,151	90,825	157,560	258,712	\$ 1,310,903

DRAFT
January
2022

Renewal Contract # 500126

**KIRKWOOD PARKS
GOOSE CONTROL MANAGEMENT SERVICES
Ref. Renewal Contract # 500126**

Term:

The term of this renewal shall be April 1, 2022 through March 31, 2023

Pricing:

Kirkwood Parks Goose Control Management Services shall be billed at the following rates underneath this extension, adhering to the specifications set forth in Renewal Contract #500126.

Goose Control Services

Provide year-round visits and herding management a minimum of 110 site visits per term. Visits should average 10 visits per month, dependent on seasonal requirements, excluding the 6 week molting period and a portion of September during Kirkwood Greentree Festival activities.

TOTAL COST: \$4,400.00

Execution of this Agreement may be accomplished by fax or PDF signatures and the execution of the Agreement in that manner shall be binding upon the parties. This Agreement is binding upon the agents, servants, successors, assigns, representatives and any parent corporations, subsidiaries or partners of the parties hereto and the signatories to the Agreement represent and warrant that they have the authority to sign the Agreement.

“City”

CITY OF KIRWOOD, MISSOURI

By: _____

Print Name: _____

“Supplier”

GATEWAY GOOSE CONTROL

By: Denise Shaiper

Print Name: Denise Shaiper

CONTRACT

THIS AGREEMENT made and entered into this 1st day of April, 2022 (the "Execution Date") by and between CITY OF KIRKWOOD, MISSOURI hereinafter referred to as "CITY" and B'S LAWN CARE, LLC hereinafter referred to as "CONTRACTOR."

WITNESSETH:

ARTICLE 1. IT IS HEREBY MUTUALLY AGREED THAT for and in consideration of payment and covenants hereinafter set forth, the bid response and specifications heretofore submitted to the CITY by the CONTRACTOR on February 25, 2022 and accepted by the CITY on March 28, 2022 or true copies of the same, are attached hereto and made a part hereof as though set forth herein word for word.

ARTICLE 2. IT IS HEREBY FURTHER AGREED THAT for and in consideration of the Contract Rate as the same is defined and set forth in ARTICLE 4 herein, the CONTRACTOR shall furnish and deliver to the CITY the following materials/services: Kirkwood City Parks Mowing Services. The initial contract period is one (1) year with the option to renew annually, one term at a time, pending approval of funding, for four (4) additional one (1) year terms through written mutual agreement between the CITY and CONTRACTOR. Pricing is firm for the initial contract period. No other charges shall be added during the contract without the City's written permission. All pricing, terms and conditions are in strict compliance with those set forth in Invitation for Bid 13867 according to the terms of the bid, specifications, this Contract, and the laws and ordinances governing the formation of the same.

ARTICLE 3. IT IS HEREBY FURTHER AGREED THAT in consideration of the complete performance of the Contract terms by the CONTRACTOR, the CITY shall pay the CONTRACTOR the Contract Rate as herein provided.

ARTICLE 4. IT IS HEREBY FURTHER AGREED THAT the Contract Rate is:

EXHIBIT 1 PRICING:

MITCHELL PARK

McENTEE PARK

FILLMORE PARK

WALKER PARK

MONFORT PARK

QUINETTE CEMETARY

MEACHAM MEMORIAL PARK

GRANTS TRAIL HEAD

AVERY PARK

KOESTERING PARK

TOTAL PER CYCLE COST:

\$250.00

TOTAL ANNUAL COST (CYCLE COST X 21):

\$5,250.00

EXHIBIT 2 PRICING:

FIREMENS PARK

GREENTREE PARK

GREENTREE PARK (Prairie Wetland)

EMMENEGGER NATURE PARK (Staging Area)

EMMENEGGER FIELD

FIREHOUSE #2 (Front)

TOTAL PER CYCLE COST: \$1,050.00**TOTAL ANNUAL COST (CYCLE COST X 21):** **\$22,050.00****EXHIBIT 3 PRICING:**

KIRKWOOD PERFORMING ARTS CENTER

TOTAL PER SPRAYING CYCLE COST X 4: \$320.00TOTAL PER MOWING CYCLE COST: \$50.00**TOTAL ANNUAL COST (CYCLE COST X 28):** **\$2,680.00**Contract Rate Summary

Exhibit 1 Rate: \$5,250.00/ year.

Exhibit 2 Rate: \$22,050.00 / year.

Exhibit 3 Rate: \$2,680.00 / year.

TOTAL CONTRACT VALUE: **\$29,980.00**

ARTICLE 5: PAYABLE UPON DELIVERY AND ACCEPTANCE BY THE CITY. In the event partial payments are required, the CONTRACTOR will submit a certified statement on each invoice covering material/services performed to date. No tax shall be included in Contractors invoice because the CITY is exempt from state and federal taxes.

ARTICLE 6. IT IS HEREBY FURTHER AGREED THAT THIS CONTRACT shall not be valid and binding upon the CITY until approved by the Director of Purchasing ascertaining this Contract is entered into subject to the Purchasing Ordinances of the City of Kirkwood, Missouri.

ARTICLE 7. THE TERMS AND CONDITIONS which are applicable to this purchase are designated by all information contained in the quote and is incorporated herein and made part hereof.

ARTICLE 8. TERMINATION FOR CONVENIENCE - CITY and CONTRACTOR may terminate this contract at any time by giving sixty (60) days written notice.

ARTICLE 9. TERMINATION FOR DEFAULT - If CONTRACTOR should be adjudged bankrupt, or if CONTRACTOR should make a general assignment for the benefit of their creditors, or if a receiver should be appointed on account of their insolvency, or if they should persistently or repeatedly refuse or should fail, except in cases of which extension of time provided, to supply enough proper product, equipment, workmen or materials, or if they should fail to make prompt payment to Subcontractors for product, material or labor, or persistently disregard laws, ordinances, or the instructions of the Director of Procurement or their appointed representative, or otherwise be guilty of a substantial violation of any provision of the Contract, CITY, upon the certificate of the Procurement Director that sufficient cause exists to justify such action, may, without prejudice

to any other right or remedy and after giving CONTRACTOR seven days written notice, terminate the employment of CONTRACTOR. In such cases, CONTRACTOR shall have three calendar days in which to remove all CONTRACTOR owned product or equipment from CITY's premises at no cost to CITY.

ARTICLE 10. CONTRACTOR AND SUBCONTRACTOR INSURANCE - The CONTRACTOR shall not commence work under this Contract unless he has obtained the insurance required under this paragraph, and such insurance has been approved by the Owner, nor shall the CONTRACTOR permit any subcontractor to commence work on his subcontract until the insurance required of the subcontractor has been so obtained and approved.

(a) Workman's Compensation -- The CONTRACTOR shall furnish evidence to the City that, with respect to the operations he performs, he carries Workmen's Compensation Insurance, in addition to Employer's Liability Insurance.

(b) CONTRACTOR's Bodily Injury Liability and Property Damage

The CONTRACTOR shall furnish evidence to the City that, with respect to the operations he performed, he carries regular CONTRACTOR's Bodily Injury Liability Insurance providing for a limit of not less than \$1,000,000 for all damages arising out of bodily injuries to or death of one person, and, subject to that limit for each person, a total limit of \$1,000,000 for all damages arising out of bodily injuries to or death of two or more persons in any one accident, and regular CONTRACTOR's Property Damage Liability Insurance providing for a limit of not less than \$1,000,000 for all damages arising out of injury to or destruction of property in any one accident, and, subject to that limit per accident, a total or aggregate limit of \$1,000,000 for all damages arising out of injury to or destruction of property during the policy period. Policy requirements shall be such that insurance provided in compliance with CONTRACTOR's Bodily Injury and Property Damage Liability Insurance shall cover liability of the CONTRACTOR for damage because of bodily injury to or death of persons and injury to or destruction of property which may be suffered by persons other than his own employees as a result of the negligence of the CONTRACTOR in performing the work covered by his Contract. Policy requirements shall also be such that insurance provided in compliance with CONTRACTOR's Property Damage Liability Insurance shall include liability of the CONTRACTOR for damage to or destruction of property which may be suffered by persons other than his own employees as a result of blasting operations, tunneling, or similar underground work, and demolition operations of the CONTRACTOR in performing the work covered by his Contract. Explosion, collapse, and underground insurance with limits of not less than \$1,000,000 bodily injury and \$1,000,000 property damage is required from CONTRACTOR or subcontractors who are involved in this type of work under this contract.

ARTICLE 11. NON-DISCRIMINATION IN EMPLOYMENT--During the performance of this Contract the Contractor agrees as follows:

(a) Equal Employment Opportunity Certification- -Non Discrimination in Employment. CONTRACTOR agrees to comply with the Fair Labor Standard Act of 1938 as amended, Fair Employment Practices, Equal Opportunity Employment Act and all other applicable Federal and State and County Laws.

(b) In the event of the CONTRACTOR'S non-compliance with the provisions of subparagraph (a), this Contract may be cancelled, terminated or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further CITY contracts. The rights and remedies of the CITY provided in this subparagraph shall not be exclusive but are in addition to any remedies provided in this Contract or provided by law.

ARTICLE 12. ENTIRE AGREEMENT—This Contract, the Terms & Conditions, Contractor Representations and statement of work, and any other special conditions contained in referenced schedules, if any, and any specifications or other documents referenced in the schedule hereto constitute and represent the complete and entire agreement between the CITY and CONTRACTOR and supersede all previous communications and representations, either written or verbal with respect to the subject matter of this Contract. No modification of this Contract or these terms and conditions shall be binding on the City unless made in writing and in accordance with the “Changes” clause of this contract.

Execution of this Agreement may be accomplished by fax or PDF signatures and the execution of the Agreement in that manner shall be binding upon the parties.

This Agreement is binding upon the agents, servants, successors, assigns, representatives and any parent corporations, subsidiaries or partners of the parties hereto and the signatories to the Agreement represent and warrant that they have the authority to sign the Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the Execution Date.

CITY OF KIRKWOOD, MISSOURI
(CITY)

B’S LAWN CARE, LLC
(CONTRACTOR)

By _____
(Park Board President)

By _____
Title: _____

MAINTENANCE REPORT FOR MARCH 2022

For period March 1 through March 27

FIELD PREPARATIONS:

We were able to use a 70 degree week between ice storms to prep all infields, seed outfields, set bases, mark the Greentree soccer fields and put nets back up, check out a lighting issue on Dia 3, and find out we have 8 lamps out on Dia 5/6. Either through a maintenance agreement with Musco or by replacing them ourselves, we will have those lamps replaced by opening day April 4. Brenton Ward, Athletics Program manager has booked Greentree Park through much of the spring, adding to revenue intake. Kirkwood United soccer and our own Kicks and Grins program will be using the 2 soccer fields at Greentree Park. Diamonds 13/14 have been prepped for St Peters who have requested additional early season practice space.

POOL PREP ISSUES:

Horticulture completed all the pruning and bed maintenance during the month. The maintenance crew removed some Blue Rug ground cover from a bed by the offices. Westport is doing whatever it is that Westport does on and below deck. The Park crew assisted Recreation maintenance staff with removal of the concession tables, unloading and delivery of the new tables, and salvage recovery of all the tables and benches removed. Volunteers will be working on leaf removal in the Lazy River soon, and Westport will be draining tanks and preparing for the painter to come in in early April.

QUARRY FENCE PROJECT COMPLETED:

The crew replaced almost 500 feet of privacy fence separating the first 3 homes from the park. The fence had been slated for replacement by contract but we received no bids and only a quote of almost \$30,000. The Park crew en masse completed the project for under \$6000 and did it between storms in 7 days.

DEER vs RANGER EXPLORER:

On the 13th of March, a park ranger was unfortunate enough to have a deer vault the interstate fence near Emmenegger and was struck by his vehicle. The deer jumped up and ran into the woods, no obvious injuries. The Explorer however suffered a broken grill and damage to the radiator. Repairs are being made. As in City policy in the event of a vehicle accident, the ranger had to be drug/alcohol tested and file a police report. Of course he was negative for both, and parts are on order for the Explorer.

BUDGET ADJUSTMENTS BEFORE ADOPTION:

Kyle and I were forced to make a couple of adjustments to the budget submittal. We sold on auction the Kawasaki mule and will use proceeds to create a maintenance contract for the Prairie/Wetland area invasives management. That will be added to a contractual account (3110 or 3210). Also, with the evidence of rising fuel costs, we are adjusting our Fleet Fuel costs we are adjusting our submittal to cover the unforeseen increase in 80-05.

Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	29	20											49
Public Contacts	247	154											401
PD Assist	3	4											7
PD Dispatched Calls	1	1											2
Interpretive	0	0											0
Reported Maint.	2	3											5
Injuries	2	2											4
Wildlife Related	0	0											0
Recovered Property	2	1											3
First Aid	0	1											0
Missing Persons	0	0											0

Summary of Activities

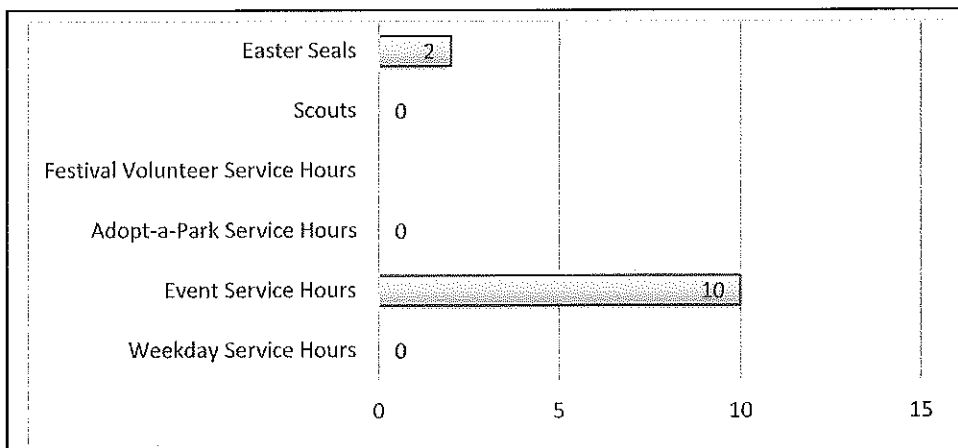
Nothing speical to report for February.

Monthly Volunteer Activity Report



February | 2022

Volunteer Hours



Upcoming Events

March 5-Litter clean up in Kirkwood Park by NKMS and KHS

March 20-Honeysuckle removal in Quinette Cemetery by Boy Scouts

March 26-Aquatic Center clean up

April 9-Leaf Haul in the Aquatic Center

April 12-Twilight Weeding in Avery Park

April 23-Honeysuckle removal in Kirkwood Park

12

YTD Service Hours

12

Weekday Volunteers

2

YTD Episodic Volunteers

2

Events

Highlights

Volunteer recruitment and outreach is underway for the 2022 volunteer season. The season extends from March 14 to November 17.

The volunteer conservation focus returns to invasive bush honeysuckle in Kirkwood Park. This includes managing the new growth and cutting down treated shrubs. Previously, volunteers removed wintercreeper in Greentree Park.

Twilight Weeding returns on April 12 in Avery Park. This volunteer opportunity rotates around four parks for general clean up.

Saturday morning “drop in” volunteer events begin March 26 starting in the Aquatic Center.