



Park Board Agenda
Monday, September 25, 2023, 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 AUGUST 21, 2023 MEETING MINUTES

II. COMMITTEE ASSIGNMENTS/REPORTS

III. UNFINISHED BUSINESS

- a. Strategic Plan Update

IV. NEW BUSINESS

- a. Quarry Park Road Paving
- b. Volunteer Recognition
- c. Emmenegger Park Trail Markings
- 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 – October 16, 2023

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

Chair: Ellen Edman

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.

From the desk of:
Kyle Henke, Director of Parks and Recreation
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E-mail: henkekk@kirkwoodmo.org



Memo

To: Kirkwood Park Board
From: Kyle Henke
Date: September 21, 2023
Re: September 25, 2023 Agenda Memo

Committee Reports

This represents the monthly opportunity for committee members to provide any updates regarding recent committee progress. No meetings were held over the last month.

Unfinished Business

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

New Business

Quarry Park Road Paving – The park road that extends the length of Quarry Park along the North edge is in need of repair. The Park Board previously approved this capital expense when the budget was approved. The amount is budgeted at \$60,000. Bids were recently tabulated after two contractors provided bids. Both bids were under the budgeted amount. At the time of writing this memo, several questions remain unanswered by the contractors. Staff should have a recommendation for approval by Monday evening.

Volunteer Recognition - There are instances when volunteers go beyond in their commitment with their time and resources for the Kirkwood Parks system. A suggestion for recognizing these individuals has been made by a member of the

public. This is an opportunity to discuss how the park board would like to proceed with the recognizing substantial volunteer support.

Emmenegger Park Trail Markings – The trails in Kirkwood Parks continue to inspire public input. A request for Emmenegger trail markings has been received. There are publicly available trail maps found on the internet that depict trails in Emmenegger that do not exist. Staff can make an effort to mark the trails after a preferred method is determined.

Maintenance Report – This represents the portion of the meeting that includes staff reports from the Superintendent of Parks, Park Ranger and the Volunteer Coordinator as provided to the Director.

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

- Community Center Update
- Greentree Update
- Master Plan RFQ
- Possible Bobcat sighting at Emmenegger



**Park Board
Meeting Minutes
Monday, August 21, 2023, 7:00 p.m.
Kirkwood Community Center Room 202**



IN ATTENDANCE: The meeting was called order at 7:02 p.m. with President Ellen Edman, Steve Ostrowski, Nate Wurtz, Jordan Wienke, Kathy Paulsen, Christopher Molitor, Kevin Miller, Lauren Nieman, Becky Jones and Staff Liaison Kyle Henke, Curt Carron and Pete Laufesweiler in attendance.

I. CITIZEN COMMENTS

None

II. APPROVAL OF June 26, 2023 MEETING MINUTES

A motion made by Jordan Wienke to approve the June 26, 2023 meeting minutes, seconded by Lauren Nieman. Motion approved unanimously.

III. COMMITTEE REPORTS

- a. Alphonse Smith Update – a dedication event was held on June 10th, it was a nice event but the committee was disappointed that Alphonse Smiths family did not attend. The Parks crew is pouring a base soon and will have it fully installed by the Greentree Festival.
- b. Implementation Committee – Reviewed the draft Mitchell Park Master Plan and approved moving forward.

IV. UNFINISHED BUSINESS

- a. Strategic Goals Update – None

V. NEW BUSINESS

- a. Mitchell Park Master Plan – Kyle discussed the final Mitchell Park master plan document. The Park Board asked questions about existing and planned trees and watershed issues.
A motion made by Nate Wurtz to approve the conceptual master plan for Mitchell Park. Seconded by Kathy Paulsen. Motion Approved Unanimously.
- b. Walker Park Fence – Curt discussed an older fence that is located between Walker Park and the neighboring condos that needs to be replaced and options for replacement. The Board asked Kyle to discuss options with the property manager and report back at the next meeting.
- c. Other Matters – Kathy Paulsen passed out an article about how to help playgrounds stay cool in hot weather.

VI. SUPERINTENDENT OF PARKS REPORT

- a. Curt discussed the Superintendent of Parks' report.

VII. DIRECTORS REPORT

- a. Community Center Update – Renovation project preliminary bids are due tomorrow.



- b. Greentree Festival – The committees last meeting is next week and the event is in 3 weeks.
- c. Aquatic Center – The Aquatic Center met its revenue goals for this summer and will need some leak repairs over the winter. Keeping up with leaks in an aging facility is an ongoing process.

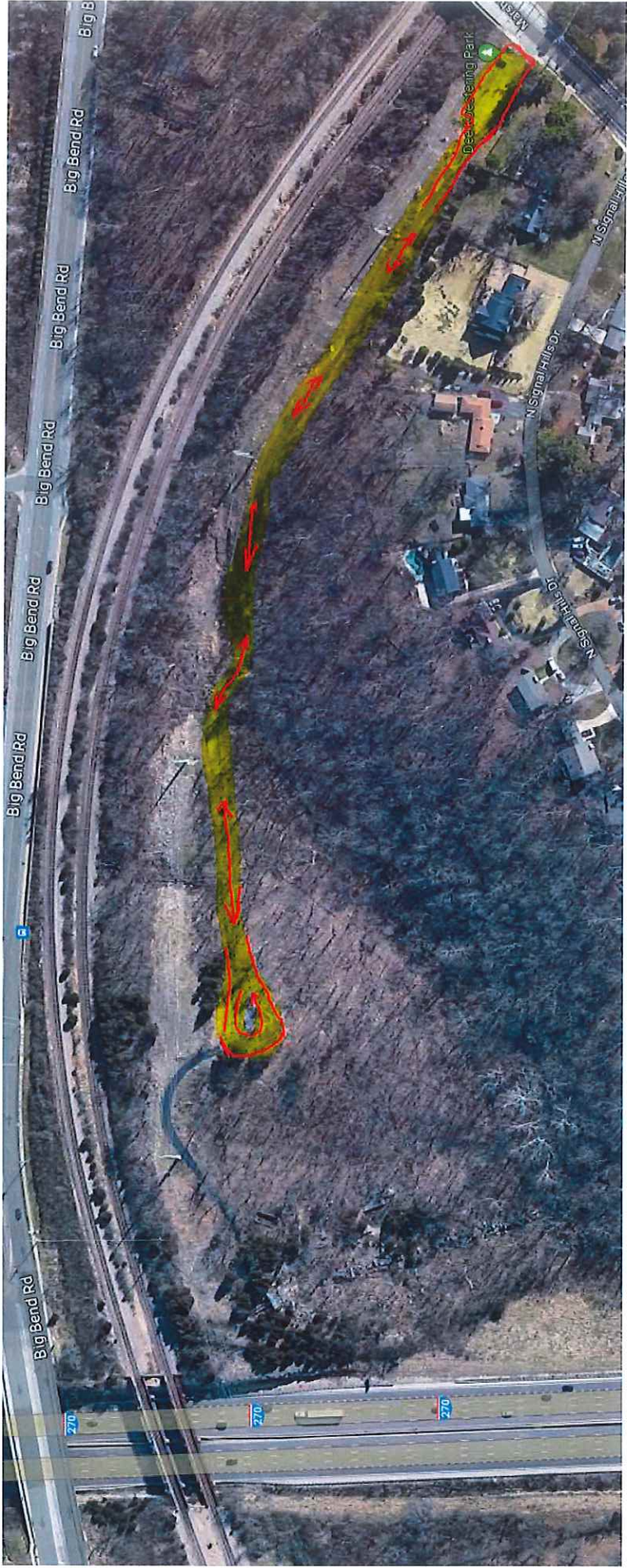
VIII. BOARD COMMENTS

Jordan Wienke gave the Parks Crew a big thank you.

IX. ADJOURNMENT – The meeting was adjourned at 8:32 p.m.

DRAFT

Meramec Highlands Quarry at Dee Koestering Park—Road Paving Project .



MAINTENANCE REPORT FOR AUGUST/SEPTEMBER For period Aug 22-Sept 24, 2023

GREENTREE FESTIVAL:

The Festival was almost without fault! Everything went smoothly, attendance was good, and Friday night was crazy! All the ingredients for a great festival. The “local” ingredient is probably one of the biggest draws to Greentree and reunites our public. This kind of success is not without hundreds of hours of hard work by committee members, staff, and crew. The crew and Rangers tolled 452.5 hrs. of OT and event hours. The crew also had 480 regular hours without OT. Prep for the festival began in late August with tree and grounds prep. On the 5th of Sept, we began to prep the pavilions and grounds for the Party in the Park kickoff event. By the 11th, most programming and reservations were blocked out and the crew began the arduous task of setup. Post festival the crew spent about 312 hours of teardown and cleanup. By Weds, we had soccer fields marked and posted on the upper and lower fields, and were ready for a small rental fest at the amphitheater this weekend. Other than a lot of dust and damaged turf, you almost can't tell anything went on last weekend. I salute everyone who sacrifices to make this happen.

CAR VS. TREE, AGAIN:

Just this past Monday 4pm, a pickup driven by 2 teens lost control while speeding through the Rifle Range Road and left the roadway striking a Pin Oak. This marks about the 5th time in the last 15 years that this row of trees has been pounded by speeding vehicles. Most of the trees in this row have been involved and all show scarring and dieback, no fault of their own. Maybe someday the creek crossing will be piped and this stretch of road will have speed bumps or “calming” devices.

SYMPHONY CONCERT:

The concert on the steps of City Hall was beautiful, and the background maintained by our Hort division did a superb job prepping the site. Everything was fresh and sharp and Ron, Renee, and Pete should be congratulated.

PRAIRIE/WETLAND:

The prairie/wetland site at Greentree Park is transforming nicely through our maintenance contract with Native Landscapes. Periodically, they perform scheduled herbicide spot control of invasives, and after 3 years they are winning. The Johnson grass, Asian Hop, Lespedeza, and other opportune invasives are becoming less apparent and the real natives are thriving. This is a very difficult site due to history and location. We will need to do some preventative hydraulic work due to sheet drainage. The constant runoff over a portion of sidewalk causes a slick, algae covered mess which is very difficult for us to regularly maintain. Some earth work and re-direction of the runoff should be performed this fall/winter and we expect that we will resolve the issue.

Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	25	17	31	45	61	52	65	52					348
Public Contacts	165	102	153	164	155	142	145	115					1141
PD Assist	6	2	2	3	5	1	4	2					25
PD Dispatched Calls	1	2	1	4	4	2	3	1					18
Interpretive	0	0	0	16	55	0	0	0					71
Reported Maint.	5	3	2	4	3	2	4	3					26
Injuries	1	0	0	0	1	1	0	0					3
Wildlife Related	2	0	1	1	0	0	1	2					7
Recovered Property	3	2	4	5	6	5	6	4					35
First Aid	0	0	1	2	1	2	0	2					8
Missing Persons	0	0	0	0	0	0	0	0					0
Training Hours	10	16	16	48	6	0	0	2					98

Summary of Activities

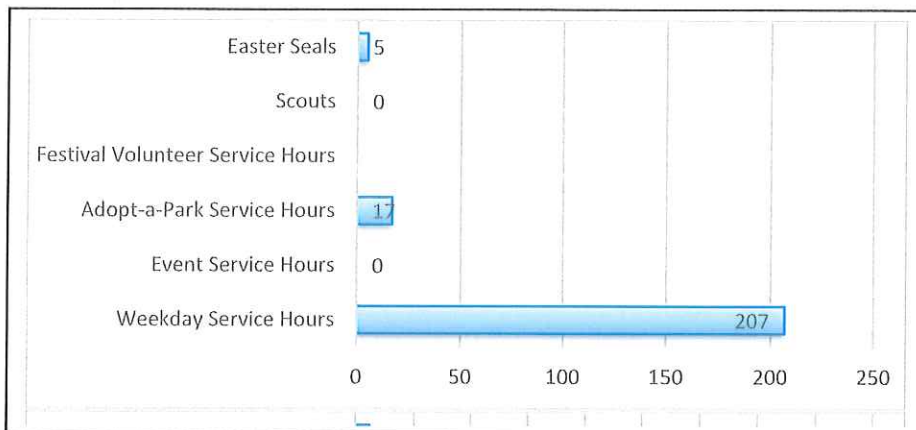
Nothing special to report for August.

Prepared by: Senior Ranger Ron Hall

Monthly Volunteer Activity Report



Volunteer Hours



August | 2023

Upcoming Events

October-Robinson Elementary Students in Quinette Cemetery

October-John Burroughs 8th grade class in Kirkwood Park

November-Boy Scout Troop 981 in Greentree Park



2229
YTD Service Hours



264
YTD Volunteers



13
Weekday Volunteers



0
Events

Highlights

The volunteer program is gearing up for the Greentree Festival. Additionally, volunteer groups are contacting us to schedule fall service hours. Robinson Elementary Equity Group is a new group we are working with to promote the history of Quinette Cemetery. Returning groups, John Burroughs and Boy Scout Troop 981 will gain conservation hours cleaning up Kirkwood and Greentree park woodlands.

The Historic Quinette Cemetery is one of the stops on the Kirkwood Historic Society's auto tour scheduled on February 17, 2024. Participants will learn about Kirkwood's black history on a guided bus tour then spend time at Mudd's Grove to see artifacts and converse with area experts on black history.