



Park Board Agenda
Monday, June 17, 2024, 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 MAY 5, 2024 MEETING MINUTES

II. COMMITTEE ASSIGNMENTS/REPORTS

- a. No Reports

III. UNFINISHED BUSINESS

- a. WGNSS, James Earl Comfort Sign
- b. Strategic Plan Update

IV. NEW BUSINESS

- a. Bounce House Policy
- b. Racquet Sports Center Parking Lot Sealing and Striping
- c. Other Matters

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

VI. DIRECTOR'S REPORT

VII. BOARD MEMBER COMMENTS

VIII. ADJOURNMENT

Next Meeting – July 15, 2024

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.



**Park Board
Meeting Minutes
Monday, May 20, 2024 7:00 p.m.
Kirkwood Community Center Room 202**



IN ATTENDANCE: The meeting was called order at 7:03 p.m. with President Ellen Edman, Steve Ostrowski, Nate Wurtz, Jordan Wienke (absent), Kathy Paulsen, Christopher Molitor, Kevin Miller (absent), Lauren Nieman, Becky Jones and Staff Liaison Kyle Henke and Pete Laufersweiler in attendance.

I. CITIZEN COMMENTS

Dave Klaus, 409 Peeke, spoke about his desire for a dog park in Kirkwood. Dave gave the Park Board a packet with information about local dog parks and his thoughts on possible locations in Kirkwood Park.

II. APPROVAL OF APRIL 15, 2024 MEETING MINUTES

A motion made by Becky Jones to approve the April 15, 2024 meeting minutes, seconded by Nate Wurtz. Motion approved unanimously.

III. COMMITTEE REPORTS

- a. None

IV. UNFINISHED BUSINESS

- a. Strategic Plan – The master plan steering committee has met.

V. NEW BUSINESS

- a. McEntee Park
Kyle discussed a replacement plan for recently broken equipment. The Board discussed options available for recreation in Downtown Kirkwood.
- b. Other Matters –
The Board discussed past dog park efforts in Kirkwood and dog parks located near Kirkwood that have opened since the last time the Board discussed a dog park. Kyle discussed the Park Boards previous research and decisions in 2007, when a dog park was previously considered.

Former Kirkwood Athletic Association Fields – Pete gave an update on the status of the property.

VI. SUPERINTENDENT OF PARKS REPORT

- a. Pete Laufersweiler discussed the Superintendent of Parks report

VII. DIRECTORS REPORT

- a. Master Plan – Survey is getting close to going out.
- b. Community Center Renovations – Renovations are in progress.
- c. Aquatic Center – Opens on Saturday.



VIII. BOARD COMMENTS

Kathy Paulsen discussed a recent clean up at Quinette Cemetery.

IX. ADJOURNMENT – The meeting was adjourned at 7:55 p.m.

DRAFT

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: June 12, 2024
Re: June 17, 2024 Agenda Memo

Committee Reports

No Reports – No meetings took place.

Unfinished Business

WGNSS, James Earl Comfort Sign – The Board is being asked to consider approving the final proof of the James Earl Comfort Birding Sign that has been submitted by WGNSS. The Park Board previously approved the installation of the sign at the March 13 Park Board meeting pending approval of language and edits of the Partnership Committee.

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

New Business

Bounce House Policy – A discussion regarding bounce house activity in parks will be conducted to inform the board regarding a plan moving forward. Staff feels the City Ordinance 18-4 (c) already covers the suggested change in practice and requires no formal action at this time.

Racquet Sports Center Parking Lot Sealing and Striping – The Park Board previously approved Capital Funds for sealing and striping this parking lot for \$10,500. After obtaining three quotes, staff is informing the board the total price will be \$7,051.19.

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

- Park Master Plan
 - Work orders and tracking maintenance tasks
- Aquatic Center Update
- Community Center Update
- Mitchell Park Update

MONTHLY REPORT FOR JUNE 2024

For the period of May 20th through June 16th

IF YOU REPAIR IT, THEY WILL COME:

Ballfield #4 was out of commission for a week due to a leak in the 16" water main that runs under the outfield. The Water Department had to dig a +10' deep hole just to get to the pipe, and there were fiber optic cables, electric lines, and irrigation lines all crisscrossing the dig zone. They did a great job with the fix, and repaired the grounds to almost new again with their backfill and sodding. PLAY BALL!

FULL HOUSE, 3's OVER 6's:

For the 1st time since 2019 the Parks Department is at full staff for the summer! The last of our summer help has started which will take some of the load from fulltime staff for the day to day operations. We currently employ 5 summer staff to help with our operations. 2 work 6 months out of the year to help the Horticulture team members, and 3 work for 3 months in the summer to help the Park Maintenance team members.

TRUST ME. I'VE GOT A PLAN:

Members of the Maintenance team met with the consultants for the Master Plan to give their input into how our operation works, and the challenges they see for our department. This information will help the consultants as they assess our Parks System to see what we do really well, what we are lacking, and what our needs could be going forward.

SPLISH SPLASH I WAS TAKING A BATH!:

The Water is flowing, and the kids are having a great time in the spray fountains in Kirkwood Park and Meacham Park. Meacham had a slow start since it needed a repair to function properly, but once the part came in staff quickly got it installed to get the fountain up and running. Kirkwood Park's spray fountain was doing well (aside from cicadas clogging the drain), but it went down this week with a mechanical failure. A part is on order, and it will hopefully be up and running again soon!

THERE'S NO PLACE LIKE HOME:

The team spent a week weeding, mulching, trimming, power washing, and painting in preparation for the annual Meacham Park Homecoming event held every year at Meacham Park Memorial Park. Our staff delivered extra picnic tables and trashcans at the request of the Homecoming Committee, and we came back in Saturday evening to haul away the event trash and help clean up the grounds.

I'M ALL OUT OF IDEAS FOR THIS ONE. MY BRAIN SPUNG A LEAK:

All of the irrigation systems for the Parks have been tested, and leaks have been repaired ahead of the summer heat. Systems are usually on and operational by the 1st week of June. We currently maintain 9 separate automatic irrigation systems, and there are a number of yard hydrants and faucets that we use to water areas without an automatic system.

Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	19	14	31	52	64								180
Public Contacts	45	38	58	73	112								326
PD Assist	2	1	3	2	3								11
PD Dispatched Calls	1	0	2	3	5								11
Interpretive	0	0	0	0	0								0
Reported Maint.	3	1	3	5	4								16
Injuries	0	0	0	0	0								0
Wildlife Related	0	0	1	1	2								4
Recovered Property	1	2	2	4	3								12
First Aid	0	0	0	2	2								0
Missing Persons	0	0	0	0	0								0
Training Hours	24	32	72	0	6								134

Summary of Activities

Nothing special to report for May.

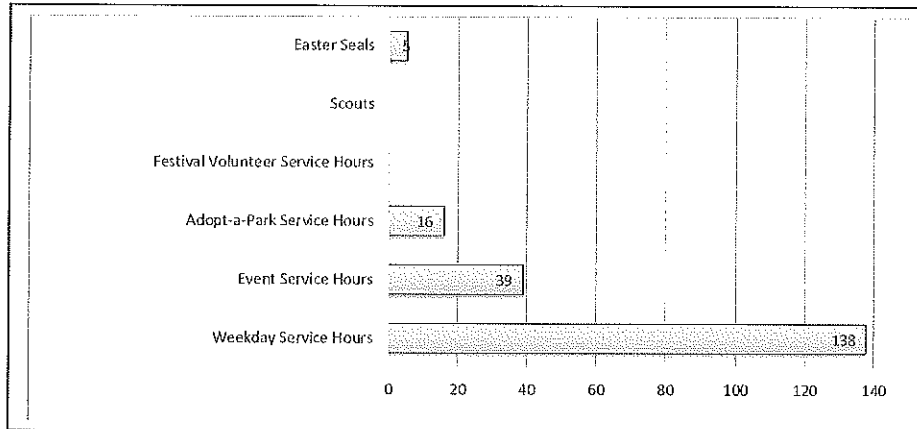
Prepared by: Ron Hall, Senior Park Ranger

Monthly Volunteer Activity Report



Volunteer Hours

May | 2024




Upcoming Events


June 18-20: Hosting FUGE Summer Camp (trail maintenance)

June 22: Quinette Cemetery Clean Up


June 23-26: Hosting FUGE Summer Camp (trail maintenance)



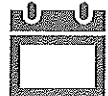
792
YTD Service Hours



12
Weekday Volunteers



93
YTD Volunteers



2
Monthly Events

Highlights

Kirkwood Parks is hosting session 1 and 2 of the FUGE summer camp. The group meets from 12:30-3:45 each day to provide volunteer work in the parks. This year, the groups will mulch trails in Kirkwood and Emmenegger Nature Parks.

Two volunteers were accepted for the weekday volunteer position on Thursday mornings. The horticulture staff are looking forward to the much needed support in the Special Business District.