



Park Board
Agenda
Monday, March 16, 2020, 7:00 p.m.
Kirkwood Community Center
111 S. Geyer Road
Kirkwood, MO 63122



I. CITIZEN COMMENTS *(3 minute time limit. The public comment portion of the meeting is an opportunity to listen to 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).*

II. APPROVAL OF FEBRUARY 24, 2020 MEETING MINUTES

III. COMMITTEE REPORTS

- a. Finance Committee
- b. Partnership Committee

IV. UNFINISHED BUSINESS

- a. Interstate 44 Meramec Bridge Update
- b. Strategic Planning Update
- c. Park Board Officer Nominations

V. NEW BUSINESS

- a. Approval of Fiscal Year 2020-21 Park Fund Budget
- b. Approval of Re-Appropriation of Fiscal Year 2019-20 Capital Projects
- c. Approval of 2020 Mowing Contract
- d. Other Matters

VI. SUPERINTENDENT OF PARKS REPORT

VII. DIRECTOR'S REPORT

VIII. BOARD MEMBER COMMENTS

IX. ADJOURNMENT

Staff Liaison: Murray Pounds. Phone: 314.822.5857 Email: poundsm@kirkwoodmo.org

Chair: Steve Coates

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 24, 2020, 7:00 p.m.
Kirkwood Community Center, Room 202
111 S. Geyer Road
Kirkwood, MO 63122**



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

I. CITIZEN COMMENTS

Gwynn Wahlman, 1002 West Adams, spoke about parking at Emmenegger Park.

II. APPROVAL OF JANUARY 27, 2020 MEETING MINUTES

A motion made by Kathy Paulsen, seconded by Jordan Wienke to approve the minutes as presented. Motion approved unanimously.

III. COMMITTEE REPORTS

- a. Finance Committee – Murray discussed the proposed budget.
- b. Partnership Committee – Reviewed three dedication proposals, all proposals were incomplete and the Committee asked the applicants for more information.

IV. UNFINISHED BUSINESS

- a. I-44 Meramec River Pedestrian Bridge update – Murray will have more information at the next meeting.
- b. Complete Streets – Kyle went to an online workshop with City Council and other staff members and reported on it to the Park Board. City Council is working toward Vision Zero and Complete Streets policies.
- c. Strategic Planning – Alvin Reid would like to get a meeting planned with the members that are interested in working on a Park Foundation. The will meet on hour before the Park Board Meeting on March 16. Curt Carron spoke about a meeting to discuss wayfinding and will have more information at the next Park Board meeting.

V. NEW BUSINESS

- a. Park Board Officer Election Nomination Committee – Steve Coates and Scott Stream volunteered for the nominating committee.
- b. Sculpture on the Move – A motion by Jordan Wienke that either piece proposed by the Arts Commission can replace Purple Twist in Kirkwood Park, seconded by Alvin Reid. Motion approved unanimously.

VI. SUPERINTENDENT OF PARKS REPORT

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

VII. DIRECTORS REPORT

- a. Performing Arts Center – The building is enclosed and construction progress is moving forward rapidly.



- b. Community Days in the Park – The Board is invited to participate in Community Days in the Park April 25th. 10:00 a.m. – 12:00 p.m. at the Campbell Pavilion in Kirkwood Park.

VIII. BOARD COMMENTS

- a. Jordan Wienke complemented the Parks Crew and said the parks look wonderful.

IX. ADJOURNMENT

- a. A Motion by Alan Hopeful to go to closed session, seconded by Scott Stream. Aye: Jordan Wienke, Alan Hopeful, Kathy Paulsen, Scott Stream, Alvin Reid, Matt Helbig, Steve Coates.
- b. A Motion by Alan Hopeful to adjourn the closed session, seconded by Scott Stream. Aye: Jordan Wienke, Alan Hopeful, Kathy Paulsen, Scott Stream, Alvin Reid, Matt Helbig, Steve Coates.
- c. Chair Steve Coates adjourned the meeting at 7:53 p.m.

From the desk of:
Murray Pounds, Director of Parks and Recreation
111 S. Geyer Road, Kirkwood, MO 63122
Phone: 314-822-5857 Fax: 314-984-5931
E-mail: poundsm@kirkwoodmo.org



Memo

To: Kirkwood Park Board
From: Murray Pounds
Date: March 10, 2020
Re: February 24, 2020 Agenda Memo

Here are the topics to be covered at this meeting:

Committee Reports

Finance Committee – No meeting has been held, but we will be approving the budget later in the meeting.

Partnership Committee – The Partnership Committee has not met since the last Park Board meeting but I would report the following:

- I have been in touch with the Kirkwood Historical Society about the Society providing an endorsement for recognizing the Alphonse Smith family. The Society is scheduled to meet and discuss the day after the Park Board meeting.
- The individual who was interested in seeing the basketball court at Meacham Memorial Park dedicated to a member of the Meacham community has been sent information about the concerns over that individual's application. To date, no response has been received regarding that communication.
- Staff has been in touch with the family of the individual who was to be recognized as part of the dedication of the Gaga pit. No response from the family has been received and there is growing concern that such recognition is not desired.

Unfinished Business

I-44 Meramec River Pedestrian Bridge –I have been in touch with Gerald Brown, Director of Parks and Recreation for the City of Sunset Hills. Gerald serves as the point of contact between the Technical Advisory Committee and the design team. At

this point the preliminary design has not been completed, which is very frustrating. If anything changes I will bring forward the information as quickly as possible.

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

Park Board Officer Nominations – Steve Coates can report on the status of the slate of candidates for the April Park Board officer elections.

New Business

Approval of Fiscal Year 2020-21 Park Fund Budget – The Board needs to take formal action to approved the Park Fund budget as presented by the Finance Committee and staff. For clarity’s sake it would be helpful to include that the budget encompasses total operating and capital costs of \$1,756,112 and revenues of \$1,757,430.

Approval of Capital Reappropriations – We have two projects that will carry over from the current fiscal year to next fiscal year. Formal action to reappropriate funding from Fiscal Year 2019-20 to Fiscal Year 2020-21 should be taken.

Project Title	Amount	Account #	Project #	Explanation
Meacham Park Sprayground	\$50,000	201-5101-452-75-04	PF 2003	Project in awarded and under contract, but may not be completed prior to end of fiscal year.
Kirkwood Park Gazebo	\$1,186	201-5101-452-75-04	PF1911	Project nearing completion with only signage and landscaping to be completed. Weather may prevent completion before end of fiscal year.
Total	\$51,186			

Approval of 2020 Mowing Contract – Staff continues to believe that contract mowing of all outlying parks besides Kirkwood Park is the most effective way of managing that function. We recommend that a contract for the 2020 mowing season with MK Landscaping in the amount of \$27,678 be approved by the Board

Maintenance Report – Curt’s report is included as is the report from Ron Hall.

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

- Update on the Performing Arts Center project
- Status report on property tax revenue for the current fiscal year
- Discussion of the fence at the property line between neighbors and the Quarry Park
- Plans for sculpture relocation at Kirkwood Park

MAINTENANCE REPORT FOR MARCH 2020

For period Feb 25 through March 15

CAMPBELL PAVILION:

The site restoration has taken place with backfill and grading. We then seeded and laid straw matting to hold the seed in place for germination. Landscaping materials will be installed late this month. We poured the concrete pads for the drinking fountain, BBQ pit, and trash receptacles. Those features will be installed over the top before the end of March. The plaques recognizing the Campbell's generosity have been installed on both structures. That will leave nothing except sod borders, cleaning and sealing of the concrete floor surfaces before the first rental.

AQUATIC CENTER TREE WORK:

The Park crew has removed overgrown and dead trees from within the pool fencing. Stumps will be ground out and beds landscaped in the coming weeks.

LAKE PRESEASON CLEANUP:

Horticulture has been working around the lake burning off grasses, pruning vegetation and preparing biocells for the spring flush. The BMP nets and basins have been cleaned out, and nets hung on outflow pipes.

MEACHAM MEMORIAL SPRAYGROUND:

The Westport subcontractor has removed all the existing spray heads, and opened up the drain basin where the new feature will be accommodated. The heads were removed by a 12 inch concrete keyhole saw leaving a neat, clean circular plug removed. The existing basin will handle both supply and drainage with the new installation. Opening is set for no later than Memorial Day weekend.

GAGA BALL PIT OPENS:

The ball pit was built in a day by the Eagle Scout with his Scout crew. Prior to their work we installed the flooring. The access concrete was poured this past week. Apparently, there were park users waiting to use the pit by the end of Clayton's install day. A padlock has been added to prevent the access gates from becoming part of the playground equipment. Persons requiring the gate to be open to use the feature can go to the community center office and ask that it be unlocked.

SCULPTURE SWAP:

The Purple Twist sculpture located across from the gazebo has been removed and will be relocated to Wildwood per the Arts Commission. It will be replaced by Exuberant, formerly located at the west end of the Farmers Market greenway. It was removed by our crew and will undergo some touchup and repairs by the artist prior to it being installed here in Kirkwood Park this spring.

SOFTBALL SEASON:

The league play officially kicks off on April 5. Fields will soon be graded, bases installed, and lines will be drawn. Weather plays a huge part in prep so we don't want to open infields up physically until we get much closer to opening day. Grading too early leads to sponge-like conditions which is neither safe nor conducive to play. Supplies are to be delivered in the next week including marking lime, softballs, and some light pole padding which was due for replacement.

SEMA/NWS FLOOD BRIEFING:

I was recently in attendance at the spring flood forecast briefing at the St Louis County Emergency Management center in Manchester. The NWS has indicated that at this time, with warm weather to the north, much of the snowpack in Minnesota, Wisconsin, the Dakotas and Iowa will have dissipated before it can put a heavy load on the Mississippi. The Missouri River is not expected to cause issue beyond mild to moderate flooding. The Meramec will not be pushed back therefore due to heavy loads on these 2 main rivers, and while it may still present minor flooding, it would have to come from major rain events to rise and will fall quickly due to relatively low levels on the Mississippi. That's GOOD news! (if you trust it).

City of Kirkwood Parks Recreation Department
 Monthly Park Ranger Activity Report



Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	26	38	0	0	0	0	0	0	0	0	0	0	64
Public Contacts	198	166	0	0	0	0	0	0	0	0	0	0	364
PD/FD Assist	2	2	0	0	0	0	0	0	0	0	0	0	4
PD Dispatched Calls	1	3	0	0	0	0	0	0	0	0	0	0	4
Interpretive	1	0	0	0	0	0	0	0	0	0	0	0	1
Reported Maint.	4	2	0	0	0	0	0	0	0	0	0	0	6
Injuries	0	0	0	0	0	0	0	0	0	0	0	0	0
Wildlife Related	0	0	0	0	0	0	0	0	0	0	0	0	0
Recovered Property	0	0	0	0	0	0	0	0	0	0	0	0	0
First Aid	0	0	0	0	0	0	0	0	0	0	0	0	0
Missing Persons	0	0	0	0	0	0	0	0	0	0	0	0	0

Summary of Activities

*In late February Ranger Ron Hall attended a one day conference sponsored by PLEA (Park Law Enforcement Association) the key note speaker was Lt. Colonel David Grossman. The topics ranged from personal wellness to staying safe while on duty and developing a safety plan to avoid becoming a "soft target".

Prepared by: Senior Ranger Ronald Hall

Monthly Volunteer Report

Monthly Service Summary:

YTD Service Hours: 158.37

Number of Unique Episodic Volunteers: 30

Number of Unique Weekday Volunteers: 14

Number of Volunteer Events: 1

Adopt-a-Park Volunteer Events: 4

Adopt-a-Park Volunteer Hours: 1

Monthly Volunteer Hour Total: 128.07

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Upcoming Events:

March 7: KHS JV and Freshman Soccer Team Litter Clean Up

March 9: 2020 Volunteer Season Begins

March 14: Honeysuckle Removal in Greentree Park

March 28: Pool Clean Up

Recruitment:

The volunteer program was in attendance at the Botanical Garden's Master Gardener volunteer fair. Prospective volunteers and returning volunteers attended the Volunteer Open House event on February 22.

Event Recap:

-The newest play feature-the Gaga ball pit was completed February 22. Several visitors were lined up to play before Scout Troop 981 was finished with the project.

-Kirkwood Parks' hosted a free training session on February 22. Participants learned about soil quality. More than 14 people attended from the Kirkwood and surrounding communities.

Other Notes:

-Please welcome Mary Beth Tyler, Anthony Barraza, and Gretchen Cornett to the weekday volunteer group!