



Park Board
Agenda
Monday, July 20, 2020, 7:00 p.m.
Virtual Meeting



SPECIAL ANNOUNCEMENT REGARDING PARK BOARD MEETINGS

Under Section 610.015 of the Mo. Sunshine Law provides that members of the Park Board who are not physically at the meeting site can participate and vote on all matters when an emergency exists and the nature of the emergency is stated in the minutes.

The U.S., and the world, is in a state of emergency due to the Coronavirus—Covid-19. The Missouri Governor and the County Executive directed all citizens to limit meetings and gatherings to a few people to avoid the spread of the Coronavirus. Therefore, members of the Park Board have elected to participate in this meeting electronically so that we are compliance with such Orders and for the public health and safety of each other and the general public.

To follow along with the Park Board meeting please see instructions below. To make a comment during the public comment portion of the meeting please submit written comments to Director of Parks and Recreation Kyle Henke at henkekk@kirkwoodmo.org. Comments received by 4:00 p.m. on Monday, July 20, 2020 will be read during the citizen comment portion of the meeting.

Hi there,

You are invited to a Zoom webinar.

When: Jul 20, 2020 07:00 PM Central Time (US and Canada)

Topic: Park Board Zoom Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/99736785858>

Or iPhone one-tap: US: +13017158592,,99736785858# or +13126266799,,99736785858#

Or Telephone: Dial (for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 436 2866 or +1 253 215 8782 or
+1 346 248 7799 or +1 669 900 6833

Webinar ID: 997 3678 5858

International numbers available: <https://zoom.us/j/99736785858>

****SEE THE FOLLOWING PAGES FOR THE AGENDA**



Park Board
Agenda
Monday, July 20, 2020, 7:00 p.m.
Virtual Meeting



- I. **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).*
- II. **APPROVAL OF JUNE 22, 2020 MEETING MINUTES**
- III. **STANDING COMMITTEE ASSIGNMENTS/REPORTS**
- IV. **UNFINISHED BUSINESS**
 - a. Interstate 44 Meramec Bridge Update
 - b. Strategic Planning Update
- V. **NEW BUSINESS**
 - a. Other Matters
- VI. **SUPERINTENDENT OF PARKS, HEAD RANGER AND VOLUNTEER COORDINATOR REPORTS**
- VII. **DIRECTOR'S REPORT**
- VIII. **BOARD MEMBER COMMENTS**
- IX. **ADJOURNMENT**

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

Chair: Dave Hufford

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
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: July 16, 2020
Re: July 20, 2020 Agenda Memo

Here are the topics to be covered at this meeting which will be held in "Zoom" virtual format:

Committee Reports

The packet includes the most current list of committee assignments. Dave Hufford has suggested a very quick review of the history of the committees with the thought of repopulating committees anticipated to have an active status.

Unfinished Business

I-44 Meramec River Pedestrian Bridge – The packet includes updated conceptual plans for the project. After discussion between staff members of the three partnering municipalities, decisions were made to eliminate the overlook structure and the water fountains while adding some security lighting to the plan. The new plan also incorporates additional room in the parking lot to facilitate vehicles turning around as requested previously by the Board.

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

New Business

At this time there is no new business to discuss.

Maintenance, Ranger and Volunteer Report – reports from the Superintendent of Parks, Head Ranger and Volunteer Coordinator are included in the packet.

Director's Report – Will include information on the following:

- Update on the Performing Arts Center project
- Recreation and park facilities re-opening update
- Update on staffing for parks and recreation



**Park Board
Meeting Minutes
Monday, June 22, 2020, 7:00 p.m.
Virtual Meeting**



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

I. CITIZEN COMMENTS

Mike Hennon, 11949 Stonewood Dr., asks the board to approve the I44 Pedestrian Bridge trail approaches without including the overlook in the design.

II. APPROVAL OF MAY 18, 2020 MEETING MINUTES

A motion made by Jordan Wienke to approve the May 18, 2020 meeting minutes, seconded by Scott Stream. Motion approved unanimously.

III. COMMITTEE REPORTS

None

IV. UNFINISHED BUSINESS

- a. I-44 Meramec River Pedestrian Bridge update – Dave Hufford gave an update on the plans, and why the overlook is included. Kyle answered questions about the next steps in the process.
- b. Strategic Plan- Dave Hufford asked Kyle to update the new board members on the current strategic plan goals.

V. NEW BUSINESS

- a. Agreement with Department of Conservation for Management of Walker Lake
A Motion made by Alan Hopefl to approve the agreement as written and recommend that the Chief Administrative Officer approve it, seconded by Steve Coates. Motion approved unanimously.

VI. SUPERINTENDENT OF PARKS REPORT

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

VII. DIRECTORS REPORT

- a. Performing Arts Center – Murray gave an update.
- b. Re-opening of recreation facilities – Racquet center and the pool are open. Kyle discussed a maintenance issue with the Ice Arena.

VIII. BOARD COMMENTS

None

IX. ADJOURNMENT – Chair Dave Hufford adjourned the meeting at 7:50 p.m.

**KIRKWOOD PARK BOARD
COMMITTEE ASSIGNMENTS
AS OF 6/20/2018**

Implementation -(active, Works with designers and engineers in developing plans and other actions related to park development) – Alan Hopefl, Steve Coates, Scott Stream, Jordan Weinke

Quinette Cemetery Park -(inactive, works on any issues relative to the operation or improvements to Quinette Cemetery specifically) – *Nick Ohlman, Lisa Balbes, Wallace Ward*

Trail Committee (Works with various entities in reviewing issues relative to trail development and operation) – Alan Hopefl, Steve Coates, Dave Hufford, Matt Helbig, ~~Peggy Grever~~

Finance (active, Works with staff in developing and reviewing capital and operating budgets related to the Park Fund) – Matt Helbig, Scott Stream, Kathy Paulsen, Alan Hopefl

Personnel (works on issues related to personnel, including decisions such as staffing and evaluations) – Scott Stream, Dave Hufford, ~~Peggy Grever~~

Partnership (as required, review proposals related to partnerships, and development of new or unique facilities or programs) – ~~Kate LeGrand~~

Community Survey (inactive, works with staff and consultants in developing any necessary survey tools) –

Land Acquisition Strategy (inactive, assist in evaluating opportunities for acquisition of open space or park land within the park system) – Matt Helbig, ~~Peggy Grever~~

Reclamation and Restoration (inactive, considers land use policies relative to restoring, naturalizing or reclaiming park land) – Steve Coates

Emmenegger User Policy Committee (Reviews existing policies and practices and proposes potential changes related to users of Emmenegger Park) – Alan Hopefl, *Carol Gilster, John Baker, Gwynn Wahlmann, Tamie Yegge*

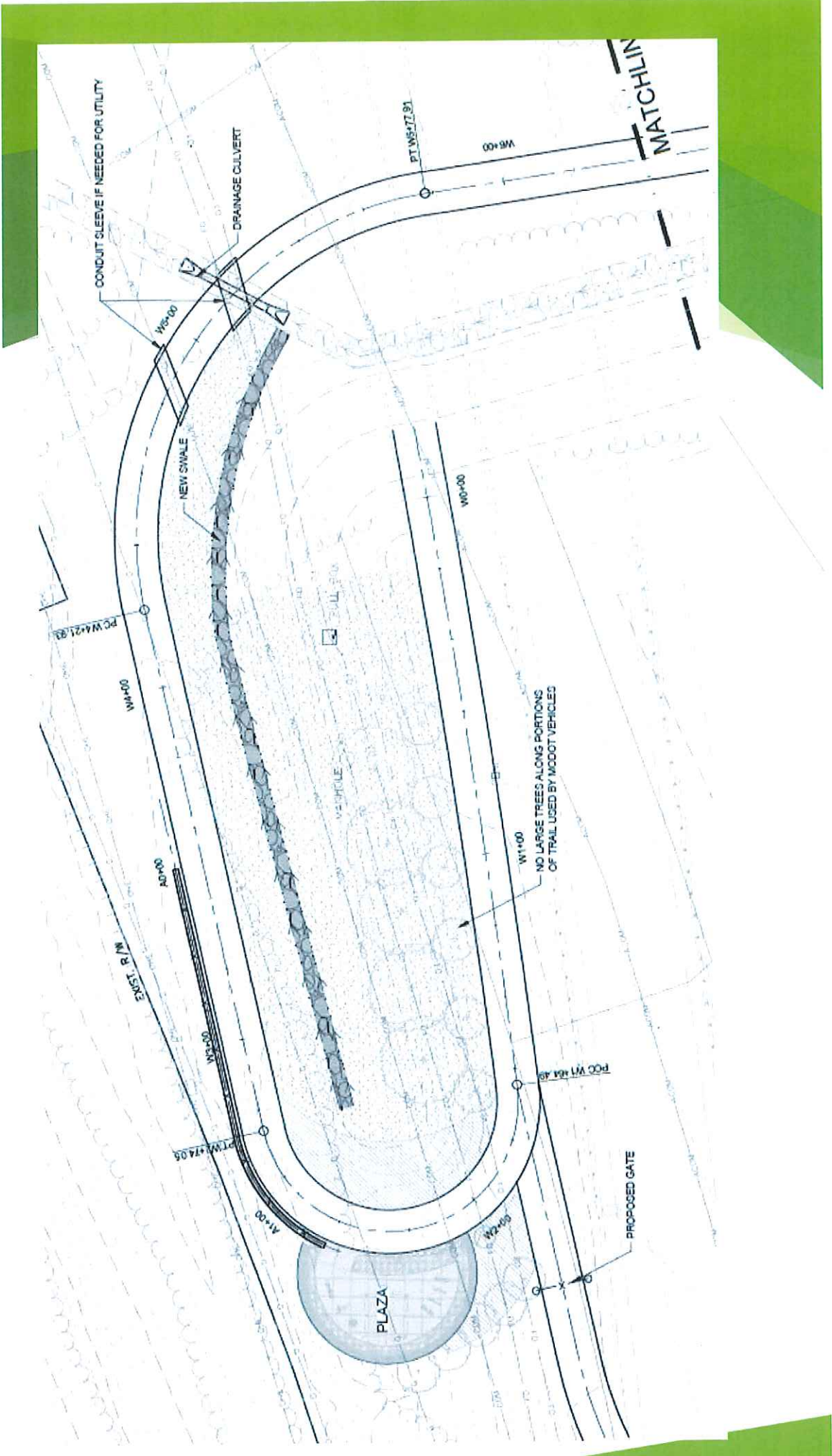
* *names in italics are ex-officio members*



KIRKWOOD PARK BOARD

MONDAY, JULY 20, 2020

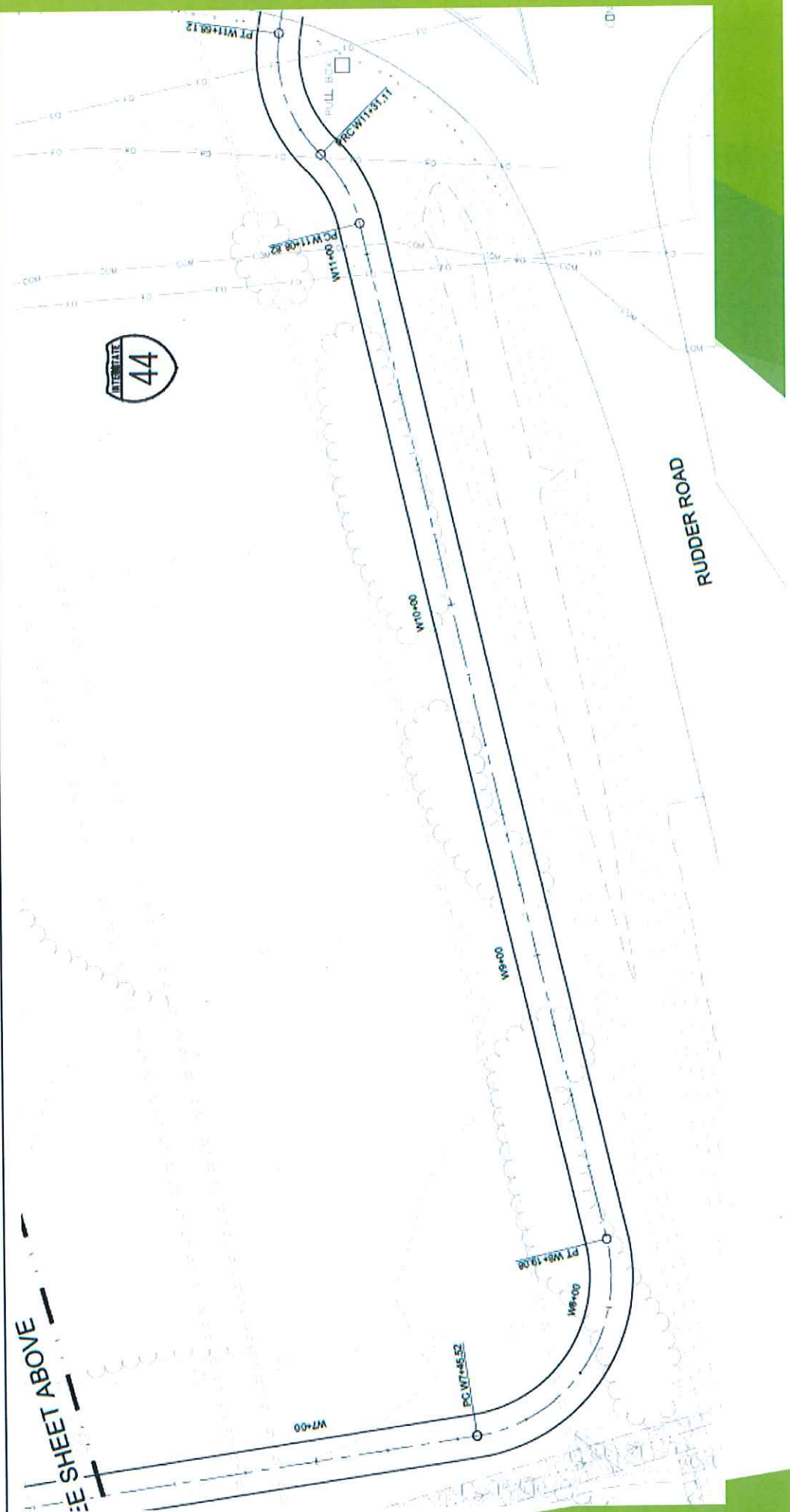




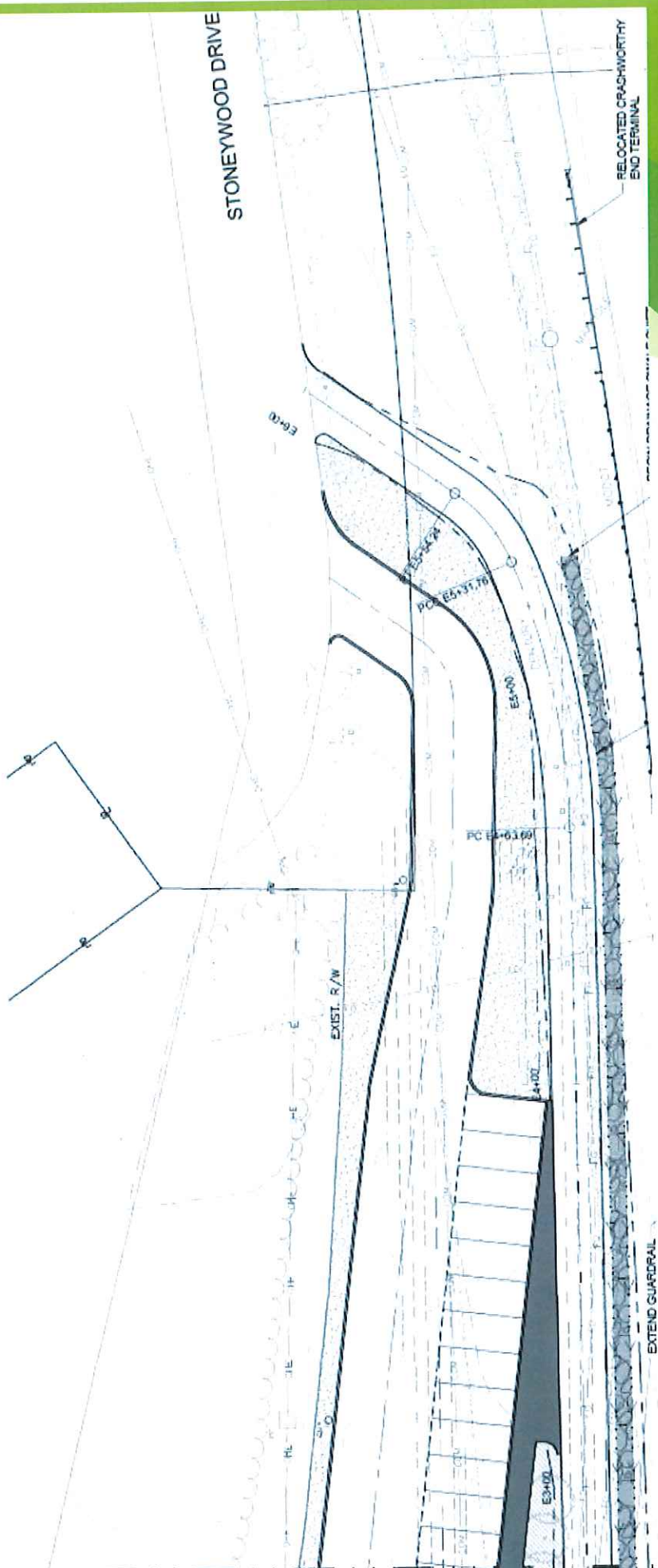


RUDDER ROAD

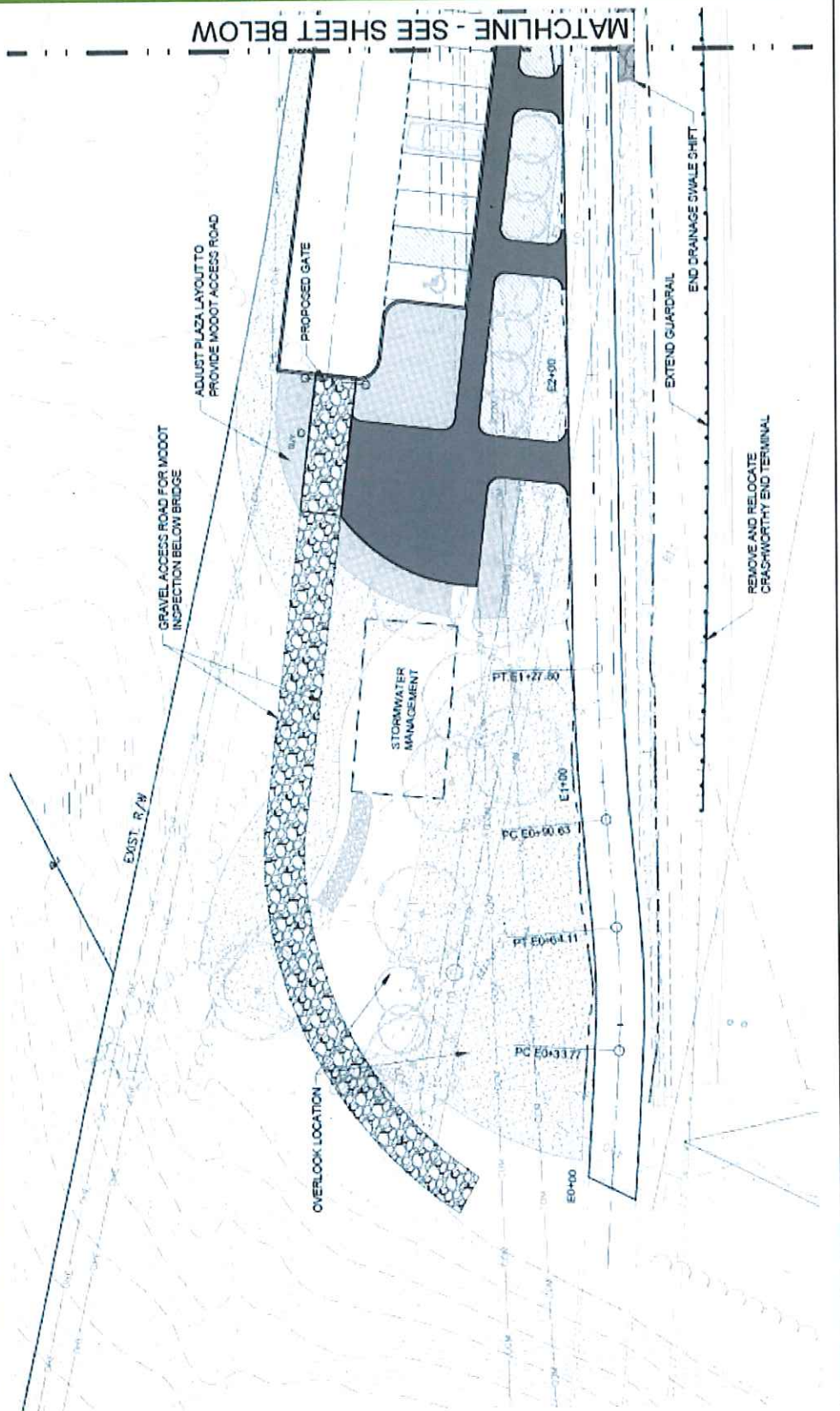
SEE SHEET ABOVE



MATCHLINE - SEE SHEET ABOVE



MATCHLINE - SEE SHEET BELOW



I-44 Meramec River Crossing - Trail Bridge Approaches

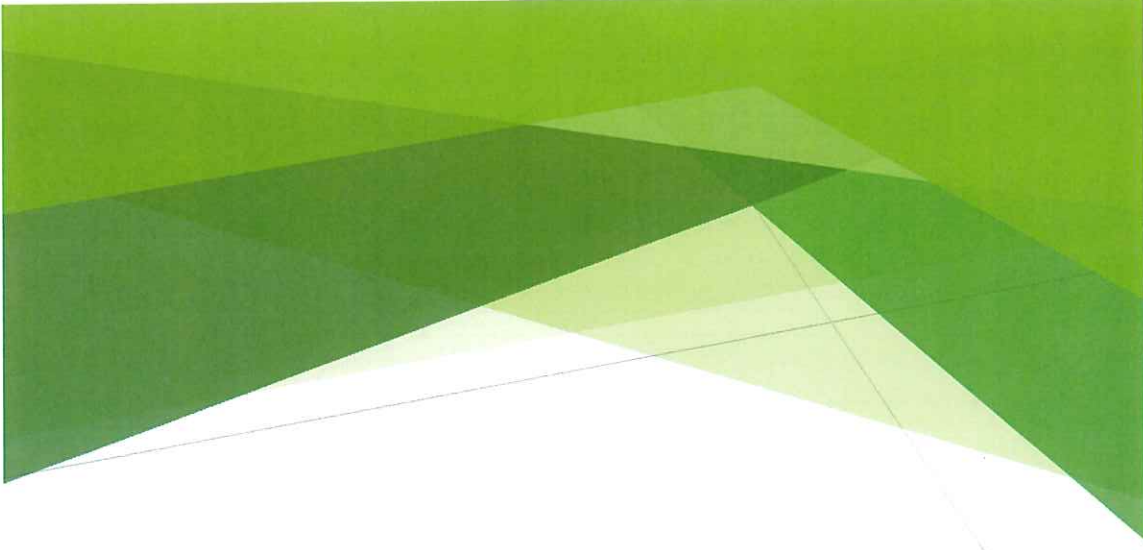
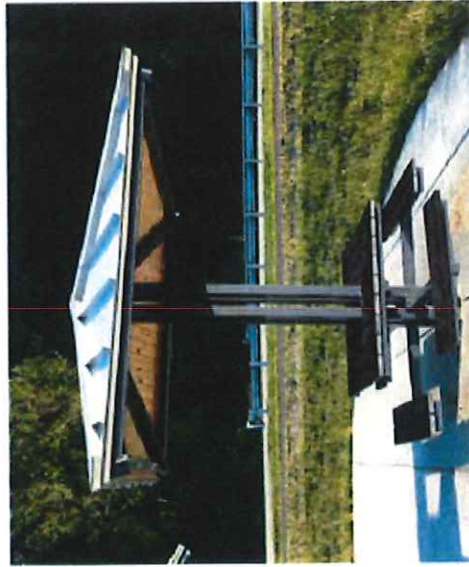
SMALL SHADE AND TABLE PLACES

This structure is 12 x 12 and would accommodate a picnic table for seating and dining on the plaza at the west bridge approach. The two columns allows more circulation area.



SMALL SHADE AND TABLE PLACES

This small structure and built in table is provided in a grouping of 3, located in the plaza west of the parking area on the east approach.





CIVIL ENGINEER
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 No Advertisement Here

**I-44/MERAMEC RIVER
 CROSSING - TRAIL BRIDGE
 APPROACHES**
 City of Sunset Hills, Missouri

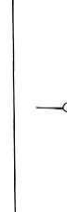
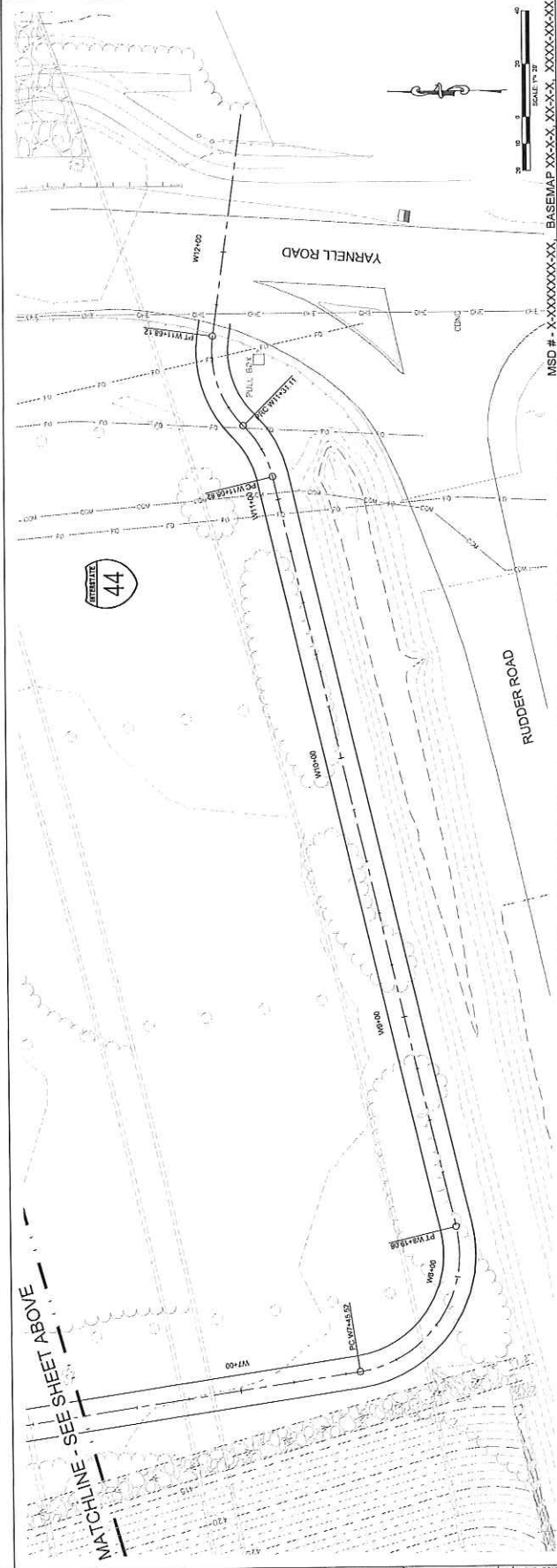
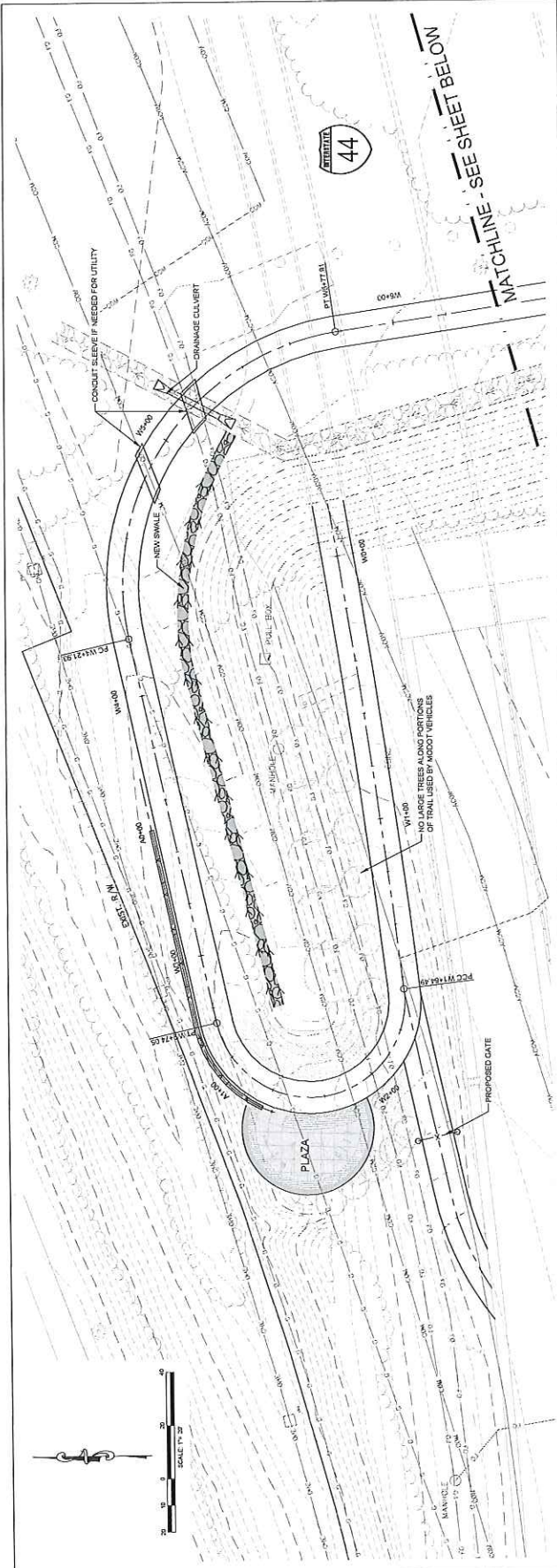
Professional Engineer Seal
 Timothy Patrick O'Brien - Engineer
 MCE# E528019536

**PRELIMINARY
 NOT FOR
 CONSTRUCTION**

Expiration Date: DEC. 31, 2020

Rev	Date	Description

Date: **05/14/2020**
 Project No.: **1804**
 Drawing No.: **1804-101**
 Scale: **AS SHOWN**
 Checked by: **TPO**
 Approved by: **UBD**
 SHEET TITLE: **PLAN WEST CONNECTION**
 SHEET NUMBER: **6 OF XX**





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 In Missouri Only

**I-44/MERAMEC RIVER
 CROSSING - TRAIL BRIDGE
 APPROACHES**
 City of Sunset Hills, Missouri

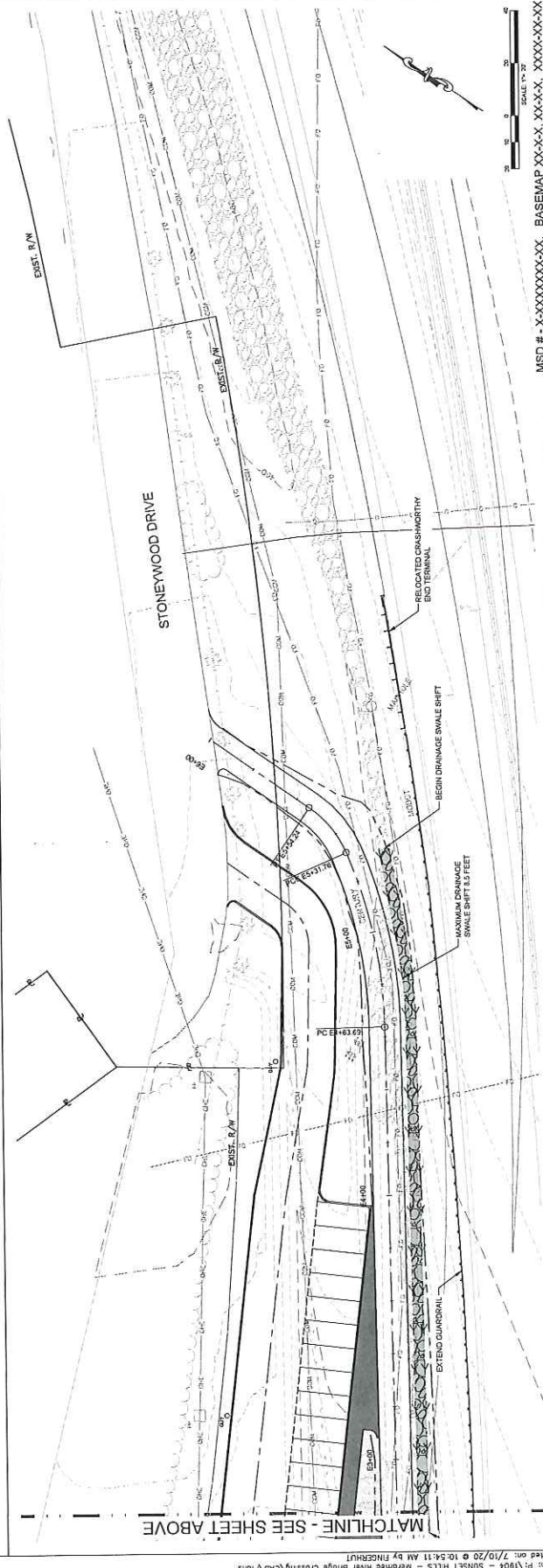
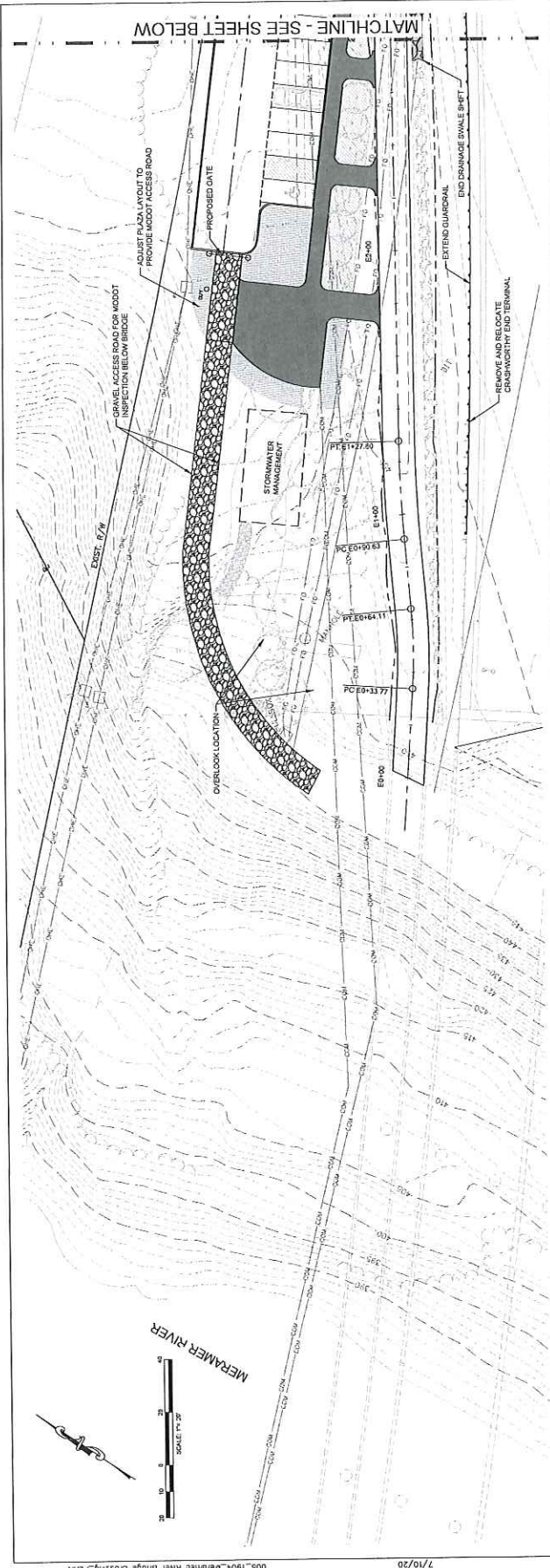
Prepared by: Timothy Fisher, Date: Engineer
 Model: E000016330

**PRELIMINARY
 NOT FOR
 CONSTRUCTION**

Expiration Date: DEC. 31, 2020

Date	Description

Drawn by: M. S. MOORE
 Checked by: TFD
 Approved by: TFD
 PROJECT NO. 1904
 SHEET TITLE
 PLAN
 EAST CONNECTION
 SHEET NUMBER
 7 OF XX



MAINTENANCE REPORT FOR JULY 2020

For period June 16 through July 19

PARK AMENITIES:

We have now opened ballfields to practices and competitive play in the evenings. About 50% of our league teams are participating. All the other field usage is practice rentals. Brenton has done a good job filling the void. The soccer field at Greentree is used daily for soccer training camps (private rental). The two softball fields at Greentree known as 13 and 14 are rented almost every night by teams practicing. All the fields in Kirkwood are rented at least once per day. Tennis leagues and lessons are in session. The other drop-in courts are being used as well. All restrooms are open daily. The amphitheater is in its second multi-day rental with dance studios and recitals. Picnic rentals have also begun with a number of graduation parties. Playgrounds, fitness stations and spraypads remain closed throughout the system. We continue to visit every site at least once daily to fortify closure tape and signage.

COVID 19 PROTOCOLS:

We fortunately to date have been unaffected within the ranks. The shops and office are sanitized daily with bleach and disinfectant. Employees take temp as they arrive in the morning. Sanitizer bottles are everywhere. Masks are worn in proximity to others and when 2 are forced to ride together. Fortunately, much of what we task can be done solo and outdoors, which allows us to take down our masks in the heat and humidity. But as a contact approaches we flip it back up for proximity contacts. We have recently had a playground inspection performed and are in the process of writing a re-opening plan so it can be initiated when opening is slated, but to date County has yet to open theirs, and we follow that standard.

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	56	32	150	144	0	0	0	0	0	0	446
Public Contacts	198	166	197	142	392	413	0	0	0	0	0	0	1508
PD/FD Assist	2	2	4	1	3	11	0	0	0	0	0	0	23
PD Dispatched Calls	1	3	1	1	4	5	0	0	0	0	0	0	15
Interpretive	1	0	0	17	2	1	0	0	0	0	0	0	21
Reported Maint.	4	2	2	6	4	4	0	0	0	0	0	0	22
Injuries	0	0	0	0	0	1	0	0	0	0	0	0	1
Wildlife Related	0	0	0	1	1	1	0	0	0	0	0	0	3
Recovered Property	0	0	0	2	3	4	0	0	0	0	0	0	9
First Aid	0	0	0	0	0	0	0	0	0	0	0	0	0
Missing Persons	0	0	0	1	1	0	0	0	0	0	0	0	2

Summary of Activities

*Nothing special to report for June. Park use remained high as reflected by higher park enforcements and public contacts.

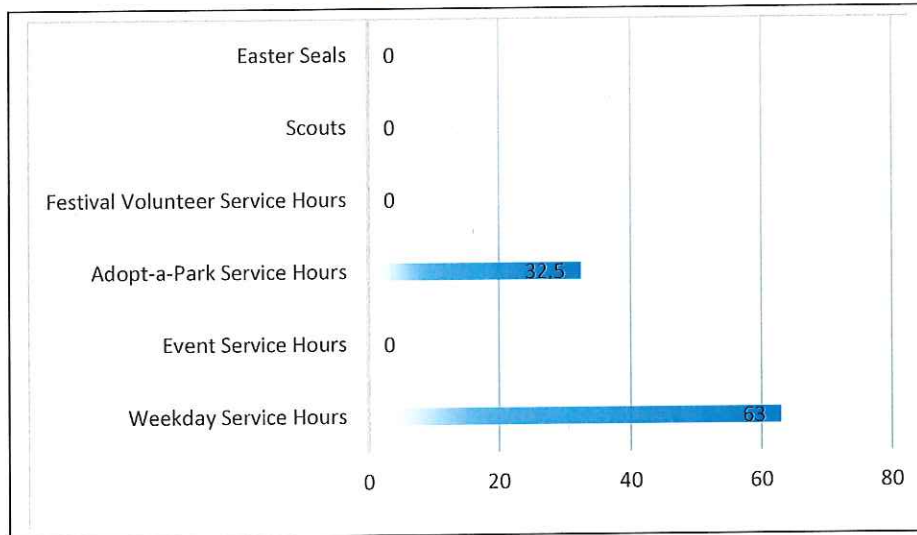
Prepared by: Senior Ranger Ronald Hall

Monthly Volunteer Activity Report



June | 2020

Monthly Volunteer Hours



Upcoming Events

- July 11-McEntee Park Clean Up
- July 14-Avery Park Clean Up
- July 21-Greentree Wintercreeper Removal
- August 8-Walker Park Clean Up
- August 11-Monfort Park Clean Up
- August 22-Greentree Park Wintercreeper Removal
- August 25-McEntee Clean Up
- September 5-Greentree Park Wintercreeper Removal



349.5
YTD Service Hours



51
YTD Episodic Volunteers



11
Weekday Volunteers



0
June Events

Highlights

The weekday volunteer opportunity expanded to include two new volunteers. John Fey and Mary Jane Palmer joined the Kirkwood Park group while Dave Buck expanded his efforts to include an additional day in the Special Business District. To date 11 volunteers are covering 13 shifts.

Other Notes

A staff introduction Facebook campaign was initiated to celebrate National Parks and Recreation Month. Each staff person's job along with his or her expertise will be highlighted several times each week.

The program is currently working with Hands on Kirkwood to create a conservation volunteer opportunity that will comply with St. Louis County Health and Safety Guidelines. Hands on Kirkwood is scheduled for Saturday, October 3.