



**Park Board Agenda**  
**Monday, February 28, 2022, 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. Therefore, members of the Park Board have elected to participate in this meeting electronically so that we are in 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 a person can submit written comments to Director of Parks and Recreation Kyle Henke at [henkekk@kirkwoodmo.org](mailto:henkekk@kirkwoodmo.org). Comments received by 4:00 p.m. on Monday, February 28, 2022 will be shared with the Park Board via e-mail. To make a public comment using the Zoom platform click the hand icon to “raise your hand”. Raised hands will be called on in the order received. Please note, if dialing in from a phone, you will “raise your hand” by dialing \*9.

You are invited to a Zoom webinar.

When: Feb 28, 2022 07:00 PM Central Time (US and Canada)

Topic: Park Board

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/81760897272?pwd=aCt3c0p6SGt4ZkhZSW1wOTRUM3Zsdz09>

Passcode: 415161

Or One tap mobile :

US: +13017158592,,81760897272#,,,,\*415161# or +13126266799,,81760897272#,,,,\*415161#

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 +1 646 876 9923 or +1 253 215 8782 or +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833

Webinar ID: 817 6089 7272

Passcode: 415161

International numbers available: <https://us06web.zoom.us/j/81760897272?pwd=aCt3c0p6SGt4ZkhZSW1wOTRUM3Zsdz09>

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



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



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

**II. 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).*

**III. APPROVAL OF JANUARY 24, 2022 MEETING MINUTES**

**IV. COMMITTEE ASSIGNMENTS/REPORTS**

- a. Foundation Committee
- b. Trail Committee
- c. Partnership Committee
  - i. Greentree Legacy Program Suggestions
  - ii. Alphonse Smith Memorial Update

**V. UNFINISHED BUSINESS**

- a. Strategic Plan Update
  - i. Implementation Briefs

**VI. NEW BUSINESS**

- a. Overnight Fitness Fundraiser
- b. Kirkwood United Methodist and use of Walker Lake Walking Path
- c. Delivery Delay ½ Ton Pick-Up project Re-appropriate Funds
- d. Multi-Use Trail Approach Intergovernmental Cooperative Agreement
- e. Officer Nominations
- f. Other Matters

**VII. SUPERINTENDENT OF PARKS, HEAD RANGER AND VOLUNTEER COORDINATOR REPORTS**

**VIII. DIRECTOR'S REPORT**

**IX. BOARD MEMBER COMMENTS**

**X. ADJOURNMENT**

**Next Meeting – March 28, 2022**

**Staff Liaison:** Kyle Henke. Phone: 314.822.5856 Email: [henkekk@kirkwoodmo.org](mailto:henkekk@kirkwoodmo.org)

**Chair:** Jordan Wienke



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



**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: henkek@kirkwoodmo.org



## **Memo**

To: Kirkwood Park Board  
From: Kyle Henke  
Date: February 24, 2022  
Re: February 28, 2022 Agenda Memo

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**Budget Hearing** - This represents the annual public hearing to allow for public comment on the proposed budget. The proposed budget has been available for public viewing at the Community Center since the January Park Board Meeting. Affidavits for proof of public notice are included in the packet along with proposed budget documents. The Public Hearing will begin at 7:00 PM with recess of the regularly scheduled Park Board Meeting. At the conclusion of the Public Hearing, the Park Board meeting will resume.

### **Committee Reports**

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

Trail Committee – The Trail Committee met on February 11. Draft Minutes are included in the packet. Alan will provide an update.

Partnership Committee – The Partnership Committee last met on October 29, 2021. Drafted Minutes from the last meeting are included in the packet. Also included in this packet are list of suggestions the Committee would like to present to the entire Park Board. Kathy will be providing narrative about the suggestions and will be looking for feedback from the Park Board regarding the suggested changes.

Alvin will provide an update regarding the Alfonse Smith Memorial.

### **Unfinished Business**

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

Included in the packet are implementation briefs. One is marked as a sample and the other is blank. When you plan to proceed with an action plan, let me know and I can supply a digital copy of the implementation brief if you prefer.

## **New Business**

Overnight Fitness Fundraiser – A fitness organization has requested to use the Campbell pavilion while doing a 24 hour fitness fundraiser challenge Friday night April 22 to April 23. An expected 50 – 60 people would be in attendance Friday evening from 6 – 9 PM, with an expected 10-15 participants working out through the night into the morning. Activity would be outdoor workouts similar to the ones currently in the park at 5:30 AM Monday thru Friday. They will not play music during the overnight time frame and be as quiet as possible during workouts. They have reserved and paid for the use of a pavilions already.

Kirkwood United Methodist Church – This group received permission from the Park Board to use the Walker Lake Walking path on April 3, 2021. They would like to ask for permission to use the path again on Saturday, April 16<sup>th</sup> 2022 for a similar setup. They have reserved and paid for the use of a pavilion.

Delivery Delay ½ Ton Pickup Re-appropriate Funds - Due to a delivery delay staff is asking for previously approved capital funds be re-appropriated from FY21-22 budget for the purchase of ½ Ton pick up truck in the amount of \$25,852 in account 201-5101-452-75-05, PF2203 to the same account FY22-23 budget. This is in the event delivery takes place after April 1, 2022. Should the delivery take place prior to April 1, 2022 the funds can still be used as originally appropriated without further action.

Multi-Use Trail Approach Intergovernmental Cooperative Agreement - The I-44 bridge project is fully funded by the St. Louis County Parks and Recreation Grant Commission. It has been in the works for several years and Kirkwood, Fenton and Sunset Hills have tentatively agreed to participate in maintaining the approaches. The agreement included in the packet is the manifestation of the previous discussions. Action is required for support by the Park Board and will be used during the Kirkwood City Council meeting on March 3 when Council will be asked to approve the agreement as the final and full authority for execution of the agreement.

Officer Nominations – One to two Park Board members are asked to put together a slate of officers for those who are interested in running for Park Board President, Vice President and Treasurer, for the March Park Board meeting. 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.

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 not included in the packet.

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

- Nothing to report at time of printing.

**NOTICE OF PUBLIC HEARING  
BEFORE THE PARK BOARD  
OF KIRKWOOD, MISSOURI**

The Park Board of the City of Kirkwood will hold a public meeting Via Zoom Virtual Format at the hour of 7:00 p.m. on Monday evening, February 28, 2022 to consider the proposed 2022-23 budget for the Kirkwood Park Board.

**SUMMARY OF PROPOSED BUDGET  
FISCAL YEAR 2022-23**

Beginning Fund Balance (Estimated)	<b>\$1,830,731</b>
<b>Revenue:</b>	
Property Tax	\$1,099,000
Transfer From Park Sales Tax and Other Funds	\$ 656,830
Interest Income	\$ 5,000
Fees and Charges	\$ 65,100
Grants and Donations	\$ 6,750
Miscellaneous Revenue	<u>\$ 18,110</u>
<b>Total Revenue</b>	<b>\$1,850,790</b>
<b>Expenditures</b>	
Operating	\$1,747,870
Capital	<u>\$ 197,000</u>
<b>Total Expenditures</b>	<b>\$1,944,870</b>
<b>Ending Fund Balance</b>	<b>\$1,736,651</b>

Copies of the operating budget are available for public inspection at the Parks and Recreation Department office, located at the Kirkwood Community Center between the hours of 8:30 a.m. and 5:00 p.m. Monday through Friday. Such hearing may be adjourned from time to time until completed.

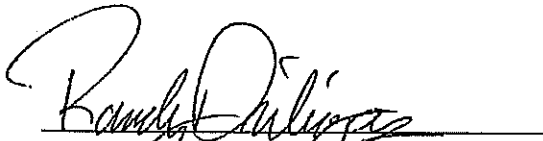
**By order of the Kirkwood Park Board.**

## AFFIDAVIT OF PUBLICATION

Date: 02/10/22

City of Kirkwood  
139 S. Kirkwood Rd.  
Kirkwood, MO 63122

I, Randy Drilingas, being duly sworn, both depose and say that I am an authorized representative of the WKTimes LLC, publishers of the Webster-Kirkwood Times Newspaper in the county of St. Louis, MO, and that the advertisement shown below was published in the Webster-Kirkwood Times February 11, 2022 edition.

  
Authorized Agent, Randy Drilingas  
Webster-Kirkwood Times



### NOTICE OF PUBLIC HEARING before the Park Board of Kirkwood, MO

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By order of the Kirkwood Park Board



# AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI  
COUNTY OF ST. LOUIS

} S.S.

Page 1 of 1

Before the undersigned Notary Public personally appeared **Brandon Crail** on behalf of **THE COUNTIAN, ST. LOUIS COUNTY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hereto, starting with the **February 11, 2022** edition and ending with the **February 11, 2022** edition, for a total of 1 publications:

02/11/2022

## NOTICE OF PUBLIC HEARING BEFORE THE PARK BOARD OF KIRKWOOD, MISSOURI

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## SUMMARY OF PROPOSED BUDGET FISCAL YEAR 2022-23

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**\$1,830,731**

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Transfer From Park Sales Tax and  
Other Funds \$ 656,830  
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**Total Revenue \$1,850,790**

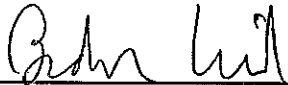
### Expenditures

Operating \$1,747,870  
Capital \$ 197,000  
**Total Expenditures \$1,944,870**  
**Ending Fund Balance \$1,736,651**

Copies of the operating budget are available for public inspection at the Parks and Recreation Department office, located at the Kirkwood Community Center between the hours of 8:30 a.m. and 5:00 p.m. Monday through Friday. Such hearing may be adjourned from time to time until completed.

**By order of the Kirkwood Park Board.**

12085793 County Feb. 11, 2022



**Brandon Crail**

Subscribed & sworn before me this 11<sup>th</sup> day of Feb, 2022  
(SEAL)



**Notary Public**

CHANEL JONES  
Notary Public - Notary Seal  
State of Missouri  
Commissioned for St Louis County  
My Commission Expires: August 08, 2022  
Commission Number: 14397721

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								
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	
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	increased projected request based on demand and last years figures
201-0000-347-2000 Concessions	829	3,000	2,752	3,110	2,281	110	358	
201-0000-391-1000 Investments	1,765	10,000	4,431	5,000	3,235	-5,000	569	
201-0000-365-2000 Donations	9,650	6,750	8,950	6,750	-2,900	0	-2,200	
201-0000-374-6000 Recreation Prgms	0	100	0	100	100	0	100	
201-0000-380-1000 Miscellaneous	0	0	0	0	0	0	0	DRAFT
201-0000-391-1005 Transfer From Other Funds	56,600	81,830	80,684	81,830	25,230	0	1,146	January
201-0000-391-1015 Transfer Park Sales Tax	575,000	575,000	575,000	575,000	0	0	0	2022
201-0000-392-1000 Sale Fixed Assets	5,568	10,250	1,536	15,000	9,432	4,750	13,464	
201-0000-392-2000 Insurance Proceed	0	0	0	0	0	0	0	
<b>Totals</b>	<b>1,660,385</b>	<b>1,786,930</b>	<b>1,827,566</b>	<b>1,850,790</b>	<b>190,405</b>	<b>63,860</b>	<b>23,224</b>	
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
01-1106 SALARY OVERTIME	6,114	31,300	31,000	31,300	25,186	0	300	
<b>Subtotal</b>	<b>816,499</b>	<b>942,426</b>	<b>893,560</b>	<b>976,392</b>	<b>159,893</b>	<b>33,966</b>	<b>82,832</b>	
01-2101 HEALTH	146,000	147,112	141,229	149,564	3,564	2,452	8,335	Increase based on A.J.G. analysis
01-2108 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	

ACCOUNT #	20-21 Actual	21-22 Budget	21-22 Projected	22-23 Request	VARIANCE 20-21 ACT	VARIANCE 21-22 BUD	VARIANCE 22-23REQ-21-22PRO	Comments
Draft	0	0	0	0	0	0	0	
CREDIT								
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	
01-2302 PENSION	49,429	54,739	52,722	81,975	32,546	27,236	29,253	Increase due to City contribution to Missouri Retirement Program
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	
<b>subtotal</b>	<b>275,165</b>	<b>299,779</b>	<b>283,440</b>	<b>313,330</b>	<b>38,165</b>	<b>13,551</b>	<b>29,890</b>	
01-3107 K-PAC ADMIN	1,213	2,700	2,505	2,500	1,287	-200	-5	
01-3109 TRAINING	603	2,205	2,084	2,000	1,397	-205	-64	
01-3110 PROFESSIONAL SERV	39,661	43,050	40,728	42,600	2,939	-450	1,872	Increase based on history and additional use of contracted services
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	
<b>subtotal</b>	<b>73,031</b>	<b>82,305</b>	<b>81,995</b>	<b>81,450</b>	<b>8,419</b>	<b>-855</b>	<b>-545</b>	
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	
<b>subtotal</b>	<b>98,645</b>	<b>106,788</b>	<b>102,936</b>	<b>116,250</b>	<b>17,605</b>	<b>10,062</b>	<b>13,314</b>	
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	

DRAFT  
January  
2022

ACCOUNT #	20-21 Actual	21-22 Budget	21-22 Projected	22-23 Request	VARIANCE	VARIANCE	VARIANCE	Comments
					20-21 ACT	22-23REQ- 21-22 BUD	22-23REQ- 21-22PRO	
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	
01-6626 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	
<b>Subtotal</b>	<b>67,658</b>	<b>108,175</b>	<b>107,752</b>	<b>111,975</b>	<b>44,317</b>	<b>3,800</b>	<b>4,223</b>	
01-6801 SMALL CAPITAL	4,045	5,513	5,513	3,000	-1,045	-2,513	-2,513	
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	103,000	80,977	58,613	58,614	
01-7508 ENGINEERING	10,962	24,038	24,195	15,000	4,038	-9,038	-9,195	
<b>Subtotal</b>	<b>69,134</b>	<b>344,938</b>	<b>200,418</b>	<b>197,000</b>	<b>127,866</b>	<b>-147,938</b>	<b>-3,418</b>	
01-8006 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	
<b>Subtotal</b>	<b>103,679</b>	<b>100,515</b>	<b>100,515</b>	<b>102,773</b>	<b>-906</b>	<b>2,258</b>	<b>2,258</b>	
02-6115 BUILDINGS/GROUNDS	10,461	14,600	12,000	14,600	4,139	0	2,600	
<b>Subtotal, mini parks</b>	<b>10,461</b>	<b>14,600</b>	<b>12,000</b>	<b>14,600</b>	<b>4,139</b>	<b>0</b>	<b>2,600</b>	
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	
<b>Subtotal Greentree Park</b>	<b>5,464</b>	<b>6,000</b>	<b>5,550</b>	<b>6,200</b>	<b>736</b>	<b>200</b>	<b>650</b>	
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	
<b>Subtotal Emmenegger Park</b>	<b>1,688</b>	<b>2,700</b>	<b>1,300</b>	<b>2,300</b>	<b>612</b>	<b>-400</b>	<b>1,000</b>	
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 21-22 BUD 21-22 BUD	VARIANCE 22-23REQ-21-22PRO	Comments
Draft								
subtotal/Meacham 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	
08-6115								
BUILDINGS/GROUNDS	73	600	150	600	527	0	450	
08-6202 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	1,944,870	409,917	-81,731	136,344	
Revenue	1,660,385	1,786,930	1,827,566	1,850,790	190,405	63,860	23,224	Fund balance requirement for FY22-23
Net	125,432	-239,671	19,041	-94,080	-219,512	145,591	-113,121	\$
Fund Balance	1,811,690	1,572,019	1,830,731	1,736,651	90,825	157,560	258,712	\$
								1,310,903

DRAFT  
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2022

Park Fund - Capital Budget 2020-2025					2022-2023	2023-2024	2024-2025	2025-2026	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					
	3/4 Ton 4wd Pickup w/gate (7505)			\$35,000					
	Sprayer/Trailer (7505) Deferred			\$10,000					
	Sprayer/Tank/Trailer (7505)			\$6,000					
	Ford Bronco (7505)			\$40,000					
	Rifle Range Road Paving (7503) Deferred from 21-22			\$15,000					
	Pickleball Court Site Design (7509)								
2023-2024									
	1/2 Ton 4wd Pickup (7505)			\$30,000					
	One Ton 4WD Dump Truck (7505)			\$50,000					
	One Ton Dump Truck (7505)			\$50,000					
	Quarry Road Resurfacing (7503)			\$70,000					
2024-2025									
	Trash Truck (7505)								
	4WD Crew Cab Pickup (7505)								
	4WD Crew Cab Pickup (7505)								
	Meacham Park Entry signs (7504)								
	Mitchell Park Entry sign (7504)								
2025-2026									
	Avery Playground Surface (7504)								
	Replace Greentree Restroom (7503)								
	Grants Trail Restroom (7503)								
2026-2027									
	Diamond #3 Irrigation (7503)								
	Brush Chipper (7505)								
	Arial Tree Unit (7505)								
	Annual Total			\$188,000	\$200,000	\$170,000	\$180,000	\$200,000	

Draft 1/7/22

**Park Fund Capital Budget 2022-2023**

Monfort Playground (\$18,000) - The colorized PIP surfacing is separating from the base and must be pulled off and replaced with new PIP.  
Walker Park Playground (\$18,000) - The colorized PIP surfacing has shrunk significantly and must be capped with 1-2 inches 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 in 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 (\$40,000) - 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 peripheal parking spaces.

**Park Fund Capital Budget 2023-24**

**Pickup Truck 4WD (\$30,000)** - Replaces 2011 F150 (#7502) - Used as daily transport by Supt, 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 for 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

**2025-2026**

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

**2026-2027**

**Ballfield #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 (\$135,000)** - Replaces 20 year old bucket truck used for trimming, deadwooding and general arial work in all parks



**Park Board  
Meeting Minutes  
Monday, January 24, 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. CITIZEN COMMENTS**

Lee Eiselhorf, 504 Creekside Pl, Discussed the history and mission of GORC and the need for purposeful trails in Kirkwood Park.

Dave Tylka, 10072 Roxana Dr., stated that dirt bike trails have a place but not in Kirkwood Park. Would like to see soft surface walking trails that are appropriate for the park.

Jamie Scott, 1956 N. Signal Hills, discussed her objections to multi use trails being built in Kirkwood Park.

Gwyn Wahlmann, 1002 W. Adams, discussed her issues with the behavior of GORC.

Michael Hennon, 11949 Stoneywood Dr., discussed his opposition to mountain bike trails in Kirkwood Park.

Nikki Difani, 1905 Westview Ave., is an avid runner, discussed issues that she has with mixed use trails and her opposition to building them in Kirkwood Park.

Holly S. 1956 N. Signal Hills, discussed the inconsistency of GORC and liability issues she sees with the trails.

John Huebbe, 1797 W. Adams, is an avid hiker, believes that the current trail conditions in Kirkwood Park need to be addressed.

Gerry Biednstein, 1035 Claridge Pl., discussed trail design in different types of parks and his concerns for Kirkwood Park.

Susan Eaton, 421 Central Pl., is a birdwatcher and discussed her concerns about a trail in Kirkwood Park.

Jon Burns, 1881 Charmwood Ct., attended the Park Board site visit and found it informative. He is happy with the current maintenance of trails in Kirkwood Park.

**II. APPROVAL OF DECEMBER 13, 2021 MEETING MINUTES**

A motion made by Ellen Edman to approve the December 13, 2021 meeting minutes, seconded by Alan Hopefl. Motion approved unanimously.

**III. COMMITTEE REPORTS**





- a. Finance Committee – Matt Helbig and Alan Hopefl answered questions about the proposed budget and funding history.

#### **IV. UNFINISHED BUSINESS**

- a. Strategic Plan – Jordan Wienke updated plan with names assigned to action items.
- b. Mountain Bike Trail Discussion  
Jordan Wienke read a statement about her thoughts on the public reaction to the mountain bike trail proposal and discussed the typical process for proposals from citizens.

The Board discussed the recent article in the newspaper and the misinformation distributed in the community.

Board members spoke to their feelings on trails going forward.

Motion by Matt Cook to have the Trail Committee meet to discuss biking trails.  
Seconded by Matt Helbig. Motion approved unanimously.

#### **V. NEW BUSINESS**

None

#### **VI. SUPERINTENDENT OF PARKS REPORT**

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

#### **VII. DIRECTORS REPORT**

- a. PARC/ Shupe Scholarship Fund Trivia Night – Kyle discussed a trivia night being held in June to fund Kirkwood Parks and Receptions scholarship program.
- b. 3<sup>rd</sup> quarter financial report – Kyle discussed the 3<sup>rd</sup> quarter financial report.

#### **VIII. BOARD COMMENTS**

Kathy Paulsen asked about the scholarship program.

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



**Park Board Park Foundation Subcommittee  
Meeting Minutes  
Tuesday, February 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. Alvin Reid contacted National Association of Park Foundations by text and phone to discuss membership and next steps on gaining the organization's assistance on establishment of a Kirkwood Parks Board Foundation. Mr. Kevin. D. Korenthal had become the NAPF executive director in November 2021. The fee discussed for initial membership is \$350, however the NAPF website listed \$450. This needs to be clarified. The committee agreed that the higher difference would not be an obstacle to joining the organization.
- b. Discussion on raising the membership fee became combined with establishment of an initial board. The committee agreed to assess the level of interest there is in donating to an initial fund and/or serving on a Park Foundation board. About 30 individuals have been contacted by letter, a copy of which is with the minutes. The letters, signed by all subcommittee members, were mailed on Saturday, February 12.

**III. NEW BUSINESS**

The Committee decided to again reach out to Mr. Korenthal for a ZOOM meeting on either Tuesday March 1, March 8, or March 15. Mr. Korenthal responded on Feb. 21 that he will meet with us via ZOOM at 4:30 p.m. March 8. The ZOOM discussion will be part of the next Foundation Subcommittee meeting. Members will discuss details (including the correct membership fee) and how the NAPF can begin offering its assistance in the formal Foundation establishment process.

The meeting was adjourned at 5:05 p.m.



Park Board Trail Committee Meeting Minutes  
Friday February 11, 2022 8:00 AM  
Room 202 Kirkwood Community Center



In attendance: Alan Hopefl (chair), Matt Cook, Matt Helbig, Alvin Reid,  
Park Staff: Curt Carron, Kyle Henke, Peter Laufersweiler  
Meeting call to order at 8:03 AM

**I. CITIZEN COMMENTS**

None

**II. APPROVAL OF DECEMBER 29, 2021 MINUTES**

Approved unanimously

**III. UNFINISHED BUSINESS**

None

**IV. NEW BUSINESS**

a) Trial Repair/Maintenance in Southwest Kirkwood Park Trail System

The main discussion involved the forested area between Rifle Range Drive and Adams Road.

Carron: Current users pick their trails by where they want to go and have their own favorite trails. There is plenty of access in this area now via 4 or 5 vertical trails. Most of the trails are in good condition with the exception of the trail from the Scout Shelter to Rifle Range Drive. There should be no new trails needed.

There was discussion on rehabilitating trails which would include new plantings and discouraging the public from using these trails. Suggestions include signage informing the public that rehabilitation is underway and why it is being done. It is also possible to inhibit use by strategically placing tree fall across trails. Currently cyclists, runners, hikers, dog walkers, etc. follow what is available and don't complain. Most of the established trails are stabilized by use and some maintenance. Future signage might be considered giving the length of the trails and possibly a trail map.

There was a discussion of placing game cameras in the area to sample who is using which trails. There was agreement that this would be very helpful. From this usage data we can get an estimate of trail usage and seek outside help.

In Summery: 1) we should use game camera to establish use

2) select which trails to improve or close



Park Board Trail Committee Meeting Minutes  
Friday February 11, 2022 8:00 AM  
Room 202 Kirkwood Community Center



3) seek outside expertise regarding maintenance and erosion control via a Request for Information. The RFI could go to: Ozark Trail Association, Sierra Club, Trail Net, Missouri Department of Conservation, St Louis County Parks, Gateway Off-Road Cyclists, Great Rivers Greenway, others.

b. Alternate Bike Trail Considerations

East and West sides of Greentree Park and strip of land along the Meramec River could be considered for off-road cycling. It was suggested that the Bike Park in Eureka be looked at. These might be considerations to be included in a new parks master plan.

c. Other Matters

none

**V. ADJOURNED at 9:00 AM**

DRAFT



Park Board Partnership Subcommittee  
Meeting Minutes  
Monday, October, 2021, 9:00 a.m.  
Held via Zoom, Virtual format  
111 S. Geyer Road  
Kirkwood, MO 63122



**IN ATTENDANCE:** Kathy Paulsen (Chair), Alvin Reid, Jordan Wienke, and Matt Cook, and Parks and Recreation director Kyle Henke.

**I. CITIZEN COMMENTS**

- a. None

**II. UNFINISHED BUSINESS**

- a. Minutes from June 11, August 6, and September 9th were approved.
- b. Alphonse Smith Memorial Update: Alvin Reid reported that he has spoken with Dianeteea Smith and the plan is to dedicate the memorial at the beginning of baseball season in Mid-April.
- c. The fundraising goal is \$1400.

**III. NEW BUSINESS**

- a. Greentree Legacy Program Memorial Benches:  
Kathy asked what the difference would be between the purposes of the potential Foundation and the Greentree Legacy programs. Alvin said that the Foundation is a way to raise money for a special project. The Greentree Legacy Program pertains to buying a bench or something specific, as offered in the brochure. Alvin recommends that the Foundation work with the Park Board, and that "the ask" comes from the Board. The Legacy program is a recognition in someone's name.

Jordan commented that there are "three buckets" for donors – one is the Park Foundation, another is the Greentree Legacy Program, and the third is the path to Memorialization. Kyle explained that the Memorialization path is something like what we've done for the Alphonse Smith Memorial and is done by application to the Park Board, and has an indefinite term. Jordan stated that Legacy program is a memorial to someone who is departed, but is not an extension of the burial and is not in perpetuity.

Kyle said that we need to consider that Legacy donations are for things other than benches and should be based on the "lifetime of the equipment. By doing that, we can open up opportunities for additional donation items. He recommends that items costing less than \$4000 can be considered under the Legacy Program. He will look at the price tag of several items that have been recommended. The benches, as well as other equipment, can remain until they are deteriorated. When a bench is deteriorated, it can be replaced. He recommends that current applicants are allowed a one time renewal, granted to the "original applicant". New applicants would not have an option for renewal. Kyle said that the time frame for the memorial item



should be tied to the piece of equipment and its memorial ending when the equipment fails.

Kathy suggested getting more citizen input on possible items that the Legacy program could offer. Jordan said that input should be ongoing.

The Committee voted to move the current proposal forward to the Board for consideration.

**IV. ADJOURNMENT** – Committee adjourned the meeting at 9:50 a.m.

Submitted by Kathy Paulsen

DRAFT

## Greentree Legacy Program Staff Suggestions

### NEW PROGRAM

- The purpose of the *Greentree Legacy* program is to enable interested members of the community to make donations for the improvement of the Kirkwood park system. Individuals or groups often express interest in donating funds for small equipment, trees, plants and even tranquil areas. A donation can be used to replace outdated equipment, improve vegetation or enhance a particular area of a Kirkwood Park. Equipment can be memorialized with a plaque typically denoting a special event or a loved one's name. Parks department Director will approve final language on plaque.
- Taking into consideration input from a donor the Parks department will help determine an appropriate location for equipment or tree placement.
- Equipment installed as a memorial to a loved one is not guaranteed in perpetuity but rather the life of the equipment.
- Equipment can vary in cost but will include the production and installation. Consult with Park staff to determine the most appropriate options for each situation.
- Kirkwood parks and recreation will maintain equipment and plaques or replace them if faulty or damaged within the manufacturer's warranty.
- Cost may vary based on equipment, tree or location chosen. Typical costs associated with the equipment to be placed covers the production and installation of the equipment and plaque.
- Once equipment exceeds its useful life (damaged, disrepair), the equipment will become available for other patrons to memorialize.
- Application would be changed to reflect the most desired equipment

### EQUIPMENT OPTIONS (may generally be under \$4,000)

- Metal Park Bench
- Tree
- Brick
- Wooden or metal picnic tables
- Water bottle refill/drinking fountains
- Recycling and refuse receptacles in one
- A piece of playground equipment
- Phone charging stations
- Small playground equipment

### CURRENT EQUIPMENT HOLDERS

- Will continue to enjoy their equipment until the end of the life of the equipment, at that time the original applicant only will be contacted with the option to renew. Should the original applicant not be reachable via information on the application only, the bench will become available to the next donor.

### ADDITIONAL RECOMMENDATIONS

- Eliminate the \$500 plaque option.
- All locations will be promoted.

## **ACTION IMPLEMENTATION BRIEF**

**Action Plan:** Create a Process Incubator

### **Implementation Steps**

What tasks are necessary in order to either accomplish or obtain substantial progress on this action plan? When is the target date to have each of these tasks done? Who is responsible for each task? Remember some tasks may need to be accomplished first before a succeeding task can be begun. List tasks in chronological order to be done.

<u><b>Description of Task</b></u>	<u><b>When</b></u>	<u><b>Who</b></u>
1. Provide an understandable definition of what process improvement is.	4/1/03	Theresa
2. Identify and define critical questions/areas to consider in development of a process improvement program.	5/1/03	Theresa
3. Build a process improvement model that meets the needs of most business processes.	6/1/03	Theresa
4. Define and describe in detail each step/stage of the process improvement model.	7/15/03	Theresa
5. Test and review the model with a focus group.	7/30/03	Theresa
6. Communicate the purpose and use of the process improvement program to all employees.	8/15/03	Theresa
7. Implement the use of the process improvement model and provide ongoing support.	9/1/03	Theresa

### **Outcome**

Upon completion of the above tasks, the desired outcome will be:

An environment that encourages continued business process improvement throughout the company that will result in simplification of processes, reduction in costs, improvement in clarity of processes, increased efficiency of processes and an overall gain in the quality of business processes.



## **ACTION IMPLEMENTATION BRIEF**

### **Action Plan:**

#### **Implementation Steps**

What tasks are necessary in order to either accomplish or obtain substantial progress on this action plan? When is the target date to have each of these tasks done? Who is responsible for each task? Remember some tasks may need to be accomplished first before a succeeding task can be begun. List tasks in chronological order to be done.

	<u><b>Description of Task</b></u>	<u><b>When</b></u>	<u><b>Who</b></u>
1.			
2.			
3.			
4.			
5.			
6.			
7.			

#### **Outcome**

Upon completion of the above tasks, the desired outcome will be:

## MULTI-USE TRAIL APPROACHES INTERGOVERNMENTAL COOPERATIVE AGREEMENT

THIS AGREEMENT is entered into this \_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Kirkwood, Missouri ("Kirkwood"), the City of Fenton, Missouri ("Fenton"), and the City of Sunset Hills, Missouri ("Sunset Hills")(collectively, the "Cities").

WHEREAS, as part of the Missouri Highways and Transportation Commission's (the "Commission") construction of the new Interstate 44 bridges over the Meramec River immediately west of Interstate 270 described as Job Number J613029, a designated multi-use trail bridge has been constructed by the Commission crossing the Meramec River;

WHEREAS, associated with the construction of the multi-use trail bridge being constructed by the Commission, public improvements designated as Route I-44, St. Louis County, Job No. J613029B will consist of constructing multi-use trail connections to the multi-use trail bridge;

WHEREAS, the Sunset Hills has entered into a certain Cost Apportionment Agreement with the Commission to provide for the construction and payment for the construction of the multi-use trail connections on the east and west sides of the Meramec River, and pursuant to said Cost Apportionment Agreement, the Commission is constructing the multi-use trail approaches shown on the sketches attached hereto as Exhibit A and incorporated herein by reference;

WHEREAS, the Cities recognize the regional benefit of the multi-use trail bridge and the multi-use trail approaches and it is the desire of the Cities to maintain the multi-use trail approaches and related improvements to provide access to the multi-use trail bridge over the Meramec River; and

WHEREAS, the Cities desire to enter into an agreement expressing their mutual understanding and agreement as to their respective obligations to maintain the multi-use trail approaches and related improvements to provide access to the multi-use trail bridge over the Meramec River.

NOW, THEREFORE, in consideration of the promises, covenants and representations in this Agreement, the Cities agree as follows:

- (1) **Maintenance of Multi-Use Trail Approaches:** The Cities agree to share in the responsibilities for the maintenance of the multi-use trail approaches. The Cities agree to maintain the east and west multi-use trail approaches, including the parking area at the eastern trail approach, including trash removal, repairs of damaged items, snow plowing, storm water detention areas (follow BMP's identified by MSD, inspections, etc) and overall clean up of the multi-use trail approaches.

Responsible for all maintenance items  
City of Kirkwood and City of Sunset Hills – East Approach  
City of Sunset Hills – January – June 31  
City of Kirkwood – July 1 – December 31  
City of Fenton – West Approach

Actual Pedestrian Bridge Crossing Schedule:

-January – April	City of Fenton
-May – August	City of Kirkwood
-September – December	City of Sunset Hills

\*After construction of the multi-use trail approaches is completed, as of January 1<sup>st</sup> of every year, the Cities will rotate the months for which each City is responsible for maintenance of the multi-use trail (bridge portion). The Cities shall not seek reimbursement from the other Cities for the cost of routine maintenance, including trash removal minor repairs of damaged items, snow plowing and overall clean up during the four-month period such City is responsible for maintaining the multi-use bridge portion approaches.

- (2) **Repairs to equipment/trail approaches amenities/asphalt:** The Cities agree to share equally in the expenses incurred for repairs to the multi-use trail approaches. Designated representatives of each of the Cities shall meet semi-annually to discuss necessary repairs and anticipated costs of the repairs. Each of the Cities shall budget sufficient funds to pay for one-third of necessary repairs to the multi-use trail approaches, including the parking area at the eastern trail approach.
- (3) **Contracted work:** The Cities may determine whether necessary repairs to the multi-use trail approaches can be performed by one of the three Cities' City staff or should be contracted out to a private contractor. All three Cities must agree on any contracted work on either of the multi-use trail approaches before expenses will be paid.
- (4) **Bridge clean up:** For the months identified above, the particular City will also clean the multi-use trail along the bridge to remove any trash/debris and will report any potential damages to the bridge to the Cities, the Commission and Great Rivers Greenway.
- (5) **Storm water retention areas:** East side retention area will be under direct maintenance of the Cities of Sunset Hills and Kirkwood; and the West side area will be under direct maintenance of the City of Fenton. BMP will be utilized for both areas. Responsible for inspections, etc.

- (6) **Insurance/liability:** The Cities shall each obtain and maintain property and general liability insurance on the multi-use trail approaches to protect and defend the Cities from liability for any claim arising out of the negligent or deficient design, construction, maintenance, use or inspection of the trail. Such insurance protection of the parties shall be in the minimum limits of Five Hundred Thousand Dollars (\$500,000) per person and Three Million Dollars (\$3,000,000) per occurrence (or higher, as those limits may be increased under Section 537.610 RSMo). If a statutory limit of liability for a type of liability specified in this section is repealed or does not exist, all parties shall set reasonable limits for that insurance coverage which shall be subject to adjustment periodically, in a written notice from to all parties. The maintaining of such insurance is not intended to waive or limit any of the Cities protection under sovereign immunity.
- (6) **Additional Named Insured:** Each of the Cities shall be named as an "insured" or "additional named insured" in each such insurance policy
- (7) **Duration of Insurance:** The insurance coverage and protection required by this Agreement shall be and remain in force continuously, through original and any necessary successor policies of insurance, from prior to the time the Commission begins construction of the multi-use trail approaches, and for as long as that trail and trail approaches remains open for public use . Upon request, each City shall provide to the other Cities a copy of a certificate of insurance, showing that such insurance is in effect. In the event any City receives notice of a claim arising out of an alleged injury or damage to property occurring on the multi-use bridge approaches, such City shall notify the other Cities of the claim. .
- (8) **Flood Clean Up:** The Cities agree that in the event of a flood that requires significant clean up activities on the multi-use trail approaches that all three Cities shall work together to commit necessary resources to promptly address such maintenance and clean up activities.
- (9) **Entire Agreement:** This Agreement represents the entire understanding between the parties regarding this subject and supersedes all prior written or oral communications between the parties regarding this subject.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the City of Fenton on \_\_\_\_\_(DATE).

Executed by the City of Kirkwood on \_\_\_\_\_(DATE).

Executed by the City of Sunset Hills on \_\_\_\_\_(DATE)

**THE CITY OF SUNSET HILLS, MISSOURI**

**THE CITY OF KIRKWOOD, MISSOURI**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Attest: (SEAL)

Attest: (SEAL)

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

**THE CITY OF FENTON, MISSOURI**

By: \_\_\_\_\_

Title \_\_\_\_\_

Attest: (SEAL)

By: \_\_\_\_\_

Title: \_\_\_\_\_

# **MAINTENANCE REPORT FOR JAN/FEB 2022**

## **For period Jan 25 through Feb 27**

### **PRUNING AT AQUATIC CTR & KPAC:**

Hort folks Renee and Ron have been busy putting the remainder of the summer growth down for the winter. At KPAC, the grasses were all shorn down, beds raked and blown for the winter. Little pruning was necessary on shrubs there because it's the first year of establishment. At the aquatic center, the opposite is true, where the Hort crew will spend weeks hand pruning shrubs of all kinds, taking off last year's growth to shape them for the spring flush. Renee and Ron spend many a frigid day moving from shrub to shrub to heated cab, to shrub again in the dormant season.

### **VANDALISM AT GREENTREE PARK:**

In late January, someone decided to go late night off-roading at the Prairie Wetlands area at Greentree. Their first attempt to enter the property totaled a steel cattle gate, which still did not let them access the property. Not discouraged about their failed entry, they moved on to an Ameren substation service drive gate, which they dozed through like in the movies they'd no doubt been watching earlier. After reaching the substation and the northern most corner of the P/W area, the first thing they did was to bury the hood of their Jeep in the creek that meanders through the area. The next day as the Police were investigating the activity the driver shuffled up thinking he could come get his Jeep out before anyone noticed. He was written for an unknown number of violations, and has contacted me in hopes of paying his way out of court by making restitution. Either way, he way pay for the gate and the labor to replace it. We had replaced the gate by the following afternoon.

### **NEW SNOW PLOW IN-SERVICE:**

We picked up our truck with the new plow on it in time for the last round of funk. It was useful in clearing some of the sleet/ice/flakes that had fallen but didn't amount to anything but an expensive nuisance. Unfortunately we did not have it yet when we had to clean up the 7-8 inches that fell in February. We are having the rubber blade fitted to the Bobcat plow so we can clear the SBD and PAC. The PAC has permeable asphalt parking spaces which can't be plowed with a steel edge.

### **SNOW EVENTS FOR THE PERIOD:**

We have had 3 winter weather events since the January meeting. In the first 2 we used 21 tons of salt. The 3<sup>rd</sup> event, which is beginning as I type this is yet an unknown. Two of the three events were of little accumulation, while the third was more snow than we have seen in a number of years.

**KOESTERING PARK FENCE:**

The replacement privacy fencing for the first 500 feet of the property has been delivered. It is stored on the quarry driveway edge awaiting a week without precipitation for the project to begin. The materials were purchased locally for under \$5000.

**LAGERS, OPEN ENROLLMENT:**

Annually in February, all City employees must re-enroll in all their health benefits. Since coverages change to some extent each year, the previous year's choices may not be rolled over. We are provided a consultant who presents all the benefits to each and every employee individually and even makes our changes for us as we meet. It now takes no more than 20 minutes to re-enroll. The second issue taking center stage is the City moving from a defined contribution pension system (TIAA) to a defined benefit plan (LAGERS). This again involves action from every Civilian employee working for the City. The move does not currently include Police and Fire. The LAGERS system will go into effect at the beginning of the fiscal year 22-23.

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

# Summary of Activities

For January:

Cody Akers was hired in early January as a part time ranger. This brings the current ranger pool to six part time rangers and should help stabilize staffing for the upcoming peak season.