



**Park Board Agenda**  
**Monday, January 23, 2023, 7:00 p.m.**  
**Kirkwood Community Center**  
**111 South Geyer Rd.**



**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 DECEMBER 12, 2022 MEETING MINUTES**

**III. COMMITTEE ASSIGNMENTS/REPORTS**

- a. Finance Committee

**IV. UNFINISHED BUSINESS**

- a. Strategic Plan Update

**V. NEW BUSINESS**

- a. Mitchell Park Master Plan
- b. Other Matters

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

**VII. DIRECTOR'S REPORT**

**VIII. BOARD MEMBER COMMENTS**

**IX. ADJOURNMENT**

**Next Meeting – February 27, 2022**

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

**Chair:** Jordan Wienke

**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, December 12, 2022, 7:00 p.m.  
Kirkwood Community Center Room 202**



**IN ATTENDANCE:** The meeting was called order at 7:00 p.m. with President Ellen Edman, Steve Ostrowski, Alvin Reid, Nate Wurtz, Jordan Wienke (absent), Matt Cook (absent) , Joseph Yancey (absent), Kathy Paulsen and Barbara Feiner and Staff Liaison Kyle Henke and Curt Carron in attendance.

**I. CITIZEN COMMENTS**

None

**II. APPROVAL OF NOVEMBER 14, 2022 MEETING MINUTES**

A motion made Kathy Paulsen to approve the November 14, 2022 meeting minutes, seconded by Alvin Reid. Motion approved unanimously.

**III. COMMITTEE REPORTS**

- a. Foundation Committee – Alvin gave a report updating the board on the forming of a Park Foundation. They would like to get a board of 5 members set before their next meeting on January 17<sup>th</sup>.
- b. Partnership Committee – Will be setting a date in May for the Alphonse Smith Memorial ribbon cutting.
- c. Finance Committee – Met December 6<sup>th</sup> to discuss the funds gained by the reversal of the voluntary property tax reduction. Will be discussed in a new business agenda item.

**IV. UNFINISHED BUSINESS**

- a. Strategic Goals Update - None

**V. NEW BUSINESS**

- a. Parks Operations Staffing – Committee recommended adding a grant writing position and an adjustment of part-time Park Rangers pay. Kyle answered questions about all of the different options and discussed what the Board and staff will need to do before deciding.

**VI. SUPERINTENDENT OF PARKS REPORT**

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

**VII. DIRECTORS REPORT**

- a. Community Center Update – Kyle reviewed the renovation design with City Council last week. Design development will begin in January.
- b. I-44 Pedestrian Bridge – Grand opening is tentatively scheduled for June 24, 10am – Noon.
- c. Mitchell Park – Selection committee met and asked on of the companies from the RFQ for a proposal.



**VIII. BOARD COMMENTS**

Ellen Edman would like to resume park walks for board members to get to review the parks.

Next meeting will be January 23, 2022

**IX. ADJOURNMENT** – The meeting was adjourned at 7:40 p.m.

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From the desk of:  
Kyle Henke, Director of Parks and Recreation  
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## Memo

To: Kirkwood Park Board  
From: Kyle Henke  
Date: January 24, 2023  
Re: January 23, 2023 Agenda Memo

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### Committee Reports

Finance Committee – The Finance Committee met on January 10 and adopted a budget timeline which will be outlined by the Finance Committee Chair, Steve Ostrowski at the Park Board meeting. The plan included a public hearing and discussion at the February 27 meeting. Passage of the budget at the March meeting with the budget to become effective April 1, 2023. Unapproved draft minutes from the meeting are included in the packet as well as the draft budget for FY24 for Park Board Review.

### Unfinished Business

Strategic Goal Update – This represents the monthly opportunity to provide updates on any actions taken or opportunities to further the strategic goals. The four goals are to support staff, assist with foundation formation, focus on a new Master Plan process and environmental and sustainable initiatives within the parks.

### New Business

Mitchell Park Master Plan – As reported to the board previously the Master Plan RFQ was issued and responses were reviewed by the selection committee. Staff is recommending DG2 as the design firm. Staff is seeking approval to enter into a contract with DG2 for a not to exceed amount of \$10,000.

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:

- Community Center Update
- Aquatic Center Update
- Recreation Staff Update

Park Board Finance Committee Meeting Minutes

January 10, 2023

- I. In Attendance: Steve Ostrowski (Committee Chair), Nate Wurtz, Barbara Feiner, Ellen Edman, Kyle Henke (Staff Liason), Curt Carron (Park Maintenance Director), Pete Laufersweller (Horticulturist). Meeting started at 4:03 PM
- II. Unfinished Business:
  - a. None
- III. New Business:
  - a. Establish Budget Calendar - The budget packet will be distributed to the remainder of the Park Board at the January 23, 2023 meeting. The public hearing on the budget will be held at the monthly Park Board meeting on February 27, 2023. Passage of the Park Board budget will be held at the monthly Park Board meeting on March 20, 2023. Motion to approve the above timeline made by Barb, second by Nate, and motion passed.
  - b. Review of Draft Park Fund Budget FY 2023-2024. The draft of the 2023-2024 budget was reviewed. Increases in Personal Expenses include the addition of 1 FT park maintenance position and 5% merit will increase to 6-7.5% total based on performance. Increase in Professional Services due to need to contract out monthly mowing expense (up to \$60K, when next highest bidder was \$82K) and battling invasive growth in parks. Janitorial Expense (6108) increased as additional cleaning was required based on pandemic guidelines. Building/Grounds/Mechanical (6115) sees an increase each year due to the cost to fund "donated" park benches out budget funds. This cost is then "offset" from the donation account. Curt wishes an alternative method could be settled upon because this puts additional strain on his ability to fund purchases/PO's. Other additional costs included hazardous waste removal and backflow prevention (\$5K). Capital Improvement costs included several within Building Improvements (7503) such as Quarry Road resurfacing (\$60K), Quarry park overlook (\$5K), painting of ball field light standards (\$7,500) and handball court structure (\$2,750). Equipment costs (7505) included 1-ton dump truck (\$60K) and ½-ton 4WD pickup (Curt's truck) (\$30K). Engineering Costs (7509) included Mitchell Park master plan (\$10K), of which 10% has to be fronted by the park prior to acceptance of the grant, and Park Master Plan (\$130K) for all other parks. All Capital projects are being monitored closely to ensure the fund balance ends the year between the 2/3 and ¾ balance requirement adopted by the Park Board. Park Fund Balance will be at \$2,042,239 which is \$600K over the Park Board requirement. A new cost center will be added for Mitchell Park, as it will be updated following the completion of the Master Plan. Annual loss projected to be \$119K. Motion to present the draft budget to the Park Board with minor edits made by Barb F. with a second by Ellen E. Motion passed.
  - c. Review of Draft Park Fund Five Year Capital Plan- Projects totaling \$328,250 in value are being considered. Specifics of several items are listed above. It should be noted that, the cost of the Master Plan (\$130) will appear to be the main reason for the \$119K annual deficit. The addition of tree trimming, at a cost of \$300/HR was mentioned by Pete L.

and to be discussed at a later date. A motion to approve the draft capital budget to be presented to the Park Board was made by Nate W. and second by Barb F. Motion Passed.

Meeting Adjourned at 5:06 PM.

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ACCOUNT #	21-22 Actual	22-23 Budget	22-23 Projected	23-24 Request	VARIANCE 23-24REQ-21-22 ACT	VARIANCE 23-24REQ-22-23 BUD	VARIANCE 23-24REQ-22-23PRO	Comments
Draft								
201-0000-311-1000 Property Tax	1,159,505	1,099,000	1,350,000	1,380,000	220,495	281,000	30,000	Increase due to approval to reverse voluntary reduction
201-0000-301-2070 Grants	0	0	0	0	0	0	0	
201-0000-347-1000 Ball Field Rentals	48,748	42,000	41,000	48,000	-748	6,000	7,000	
201-0000-347-1300 Picnic Rentals	35,059	23,000	26,970	26,000	-9,059	3,000	-970	
201-0000-347-2000 Concessions	3,944	3,110	2,816	3,110	-834	0	294	
201-0000-361-1000 Investments	-36,538	5,000	5,500	5,500	42,038	500	0	Market adjustment depreciation due to market environment. (required write off)
201-0000-365-2000 Donations	17,700	6,750	7,550	6,750	-10,950	0	-800	
201-0000-374-6000 Recreation Prgrms	0	100	0	250	250	150	250	
201-0000-380-1000 Miscellaneous	0	0	0	0	0	0	0	
201-0000-391-1005 Transfer From Other Funds	83,800	81,830	81,830	84,830	1,030	3,000	3,000	
201-0000-391-1015 Transfer Park Sales Tax	575,000	575,000	575,000	575,000	0	0	0	
201-0000-392-1000 Sale Fixed Assets	8,060	15,000	13,142	20,000	11,940	5,000	6,858	
201-0000-392-2000 Insurance Proceed	539	0	0	0	-539	0	0	
<b>Revenue Totals</b>	<b>1,895,817</b>	<b>1,850,790</b>	<b>2,103,808</b>	<b>2,149,440</b>	<b>253,623</b>	<b>298,650</b>	<b>45,632</b>	
01-1101 SALARY FULL TIME	781,581	834,000	804,401	920,879	139,298	86,879	116,478	Includes approved increase for both merit & COL increase as well as addition of full time positions to be determined by Park Board
01-1102 SALARY PART TIME	50,636	70,352	38,990	77,898	27,262	7,546	38,908	Increase related to minimum wage and competitive pay for PT Rangers
01-1104 SALARY TEMPORARY	26,744	40,540	28,979	44,408	17,664	3,868	15,429	Increase related to minimum wage and competitive pay increase
01-1105 SALARY OVERTIME	39,459	31,300	36,000	32,550	-6,909	1,250	-3,450	
<b>Subtotal</b>	<b>898,420</b>	<b>976,192</b>	<b>908,370</b>	<b>1,075,735</b>	<b>177,315</b>	<b>99,543</b>	<b>167,365</b>	
01-2101 HEALTH	141,929	149,564	145,461	160,100	18,171	10,536	14,639	Increase based on A.J.G. analysis (7%)
01-2103 DENTAL	5,164	5,980	4,954	6,467	1,303	487	1,513	5% increase expected
01-2104 VISION	1,052	1,200	1,010	1,260	208	60	250	5% increase expected
01-2105 BENEFIT CREDIT	0	0	0	0	0	0	0	

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Draft								
01-2201 SS TAXES	55,448	60,533	55,975	66,695	11,247	6,162	10,720	
01-2202 MEDICARE	12,967	14,078	13,501	15,599	2,632	1,521	2,098	
01-2302 PENSION	50,296	81,975	54,586	62,352	12,056	-19,623	7,766	Budget year FY23 amount combined with deferred comp line as directed by Finance Department
01-2304 DEFERRED COMPENSATION	16,528	0	17,169	32,040	15,512	32,040	14,871	Increase includes sick time pay out for retiring staff
01-2904 Unemployment	0	0	0	0	0	0	0	
<b>Subtotal</b>	<b>283,384</b>	<b>313,330</b>	<b>292,656</b>	<b>344,513</b>	<b>61,129</b>	<b>31,183</b>	<b>51,857</b>	
01-3107 K-PAC ADMIN	1,757	2,500	2,500	2,700	1,487	200	200	
01-3109 TRAINING	1,069	2,000	1,600	2,000	1,397	0	400	
01-3110 PROFESSIONAL SERV	36,745	46,875	49,217	84,500	44,839	37,625	35,283	Increase based on projected cost for outerpark mowing.
01-3201 LEGAL	3,332	3,500	3,500	3,500	289	0	0	
01-3202 AUDIT	1,500	1,500	1,500	1,500	100	0	0	
01-3210 PROFESSIONAL SERVICES	985	2,550	1,200	2,550	207	0	1,350	
01-4209 LANDFILL	4,825	5,200	6,346	5,200	-1,228	0	-1,146	FY22 higher than expected due to storm cleanup
01-4301 OFFICE EQUIPMENT	225	350	375	400	44	50	25	
01-4302 RADIO EQUIP	499	1,200	856	1,200	966	0	344	
01-4306 EQUIPMENT REPAIR	3,022	3,100	2,500	6,100	4,823	3,000	3,600	
01-4312 BUILDINGS/GROUNDS	5,518	5,900	5,900	2,800	-2,371	-3,100	-3,100	
01-4405 RENTALS	10,477	11,050	12,227	11,300	167	250	-927	
<b>Subtotal</b>	<b>69,955</b>	<b>85,725</b>	<b>87,721</b>	<b>123,750</b>	<b>50,719</b>	<b>38,025</b>	<b>36,029</b>	
01-6202 GENERAL LIABILITY	12,983	15,000	16,437	16,500	3,931	1,500	63	Increase based on projections
01-6211 WORKERS' COMP PREMIUM	84,920	93,420	93,420	98,090	16,280	4,670	4,670	Increase based on projections
01-6301 TELEPHONE	2,674	2,930	2,667	2,930	742	0	263	
01-6302 CELL PHONE	1,292	3,300	1,276	3,300	1,222	0	2,024	
01-6802 TRAVEL	0	1,600	1,600	600	600	-1,000	-1,000	
<b>Subtotal</b>	<b>101,869</b>	<b>116,250</b>	<b>115,400</b>	<b>121,420</b>	<b>22,775</b>	<b>5,170</b>	<b>6,020</b>	
01-6101 OFFICE SUPPLIES	1,031	800	950	1,000	290	200	50	
01-6108 JANITORIAL	6,081	5,900	6,200	6,000	1,705	100	-200	Increase based on the need to clean more frequently
01-6111 FOOD	618	600	600	600	441	0	0	
01-6113 CLOTHING	3,763	3,800	3,800	4,300	1,909	500	500	
01-6114 MACHINERY/EQUIPMENT MATERIALS	2,740	2,800	2,800	3,300	323	500	500	
01-6115 BUILDING/GROUNDS MATERIAL	8,086	8,500	8,500	7,000	2,426	-1,500	-1,500	
01-6116 LANDSCAPE MATERIAL	12,112	17,700	15,350	19,650	12,935	1,950	4,300	
01-6199 OTHER	4,114	4,000	4,200	4,000	1,218	0	-200	

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Draft								
01-6202 UTILITIES	38,570	42,000	42,957	46,800	17,191	4,800	3,843	
01-6203 GAS	2,734	2,600	2,302	2,900	757	300	598	
01-6205 IRRIGATION	7,498	7,400	3,928	4,325	3,875	-3,075	397	Cut watering by 50%
01-6401 DUES/SUBSCRIPTIONS	724	600	725	600	-275	0	-125	
01-6607 SAFETY EQUIPMENT	2,652	2,975	3,063	4,250	1,233	1,275	1,187	
01-6608 TOOLS	1,960	2,200	1,700	3,250	1,627	1,050	1,550	
01-6621 LAW ENFORCEMENT SUPP	928	1,600	822	1,600	870	0	778	
01-6625 VEHICLE EQUIPMENT	3,361	3,000	3,000	3,000	865	0	0	
01-6626 FUEL/LUBRICANTS	3,082	5,500	3,509	5,500	3,028	0	1,991	
<i>subtotal</i>	<i>100,056</i>	<i>111,975</i>	<i>104,406</i>	<i>118,075</i>	<i>50,417</i>	<i>6,100</i>	<i>13,669</i>	
01-6801 SMALL CAPITAL	0	3,000	4,420	5,000	955	2,000	580	
01-7503 BUILDING IMPROVEMENTS	123,961	56,000	55,600	60,000	60,000	4,000	4,400	
01-7504 PARK IMPROVEMENTS	5,627	36,000	32,804	33,250	1,146	-2,750	446	
01-7505 MACHINERY & EQUIPMENT	18,534	128,852	126,135	80,000	57,977	-48,852	-46,135	
01-7509 ENGINEERING	18,032	15,000	3,000	140,000	129,038	125,000	137,000	Master Plan
<i>subtotal</i>	<i>166,154</i>	<i>238,852</i>	<i>221,959</i>	<i>318,250</i>	<i>249,116</i>	<i>79,398</i>	<i>96,291</i>	
01-8005 FUEL/LUBRICANTS	28,941	32,431	39,481	34,000	7,775	1,569	-5,481	
01-8010 FLEET SERVICES	69,725	69,163	69,163	76,325	8,971	7,162	7,162	
01-8060 CLERICAL SERVICES	10,100	10,100	10,100	10,100	0	0	0	
<i>subtotal</i>	<i>108,766</i>	<i>111,694</i>	<i>118,744</i>	<i>120,425</i>	<i>16,746</i>	<i>8,731</i>	<i>1,681</i>	
02-6115 BUILDINGS/GROUNDS	10,070	14,600	17,482	14,600	4,139	0	-2,882	
<i>subtotal, mini parks</i>	<i>10,070</i>	<i>14,600</i>	<i>17,482</i>	<i>14,600</i>	<i>4,139</i>	<i>0</i>	<i>-2,882</i>	
03-6115 BUILDINGS/GROUNDS	335	1,700	427	2,900	1,971	1,200	2,473	
03-6202 UTILITIES	5,468	4,500	4,553	4,800	265	300	247	
<i>subtotal/ Greentree Park</i>	<i>5,803</i>	<i>6,200</i>	<i>4,980</i>	<i>7,700</i>	<i>2,236</i>	<i>1,500</i>	<i>2,720</i>	
04-6115 BUILDINGS/GROUNDS	1,008	1,800	695	1,200	-223	-600	505	
04-6202 UTILITIES	312	500	493	500	235	0	7	
<i>subtotal Emmenegger Park</i>	<i>1,320</i>	<i>2,300</i>	<i>1,188</i>	<i>1,700</i>	<i>12</i>	<i>-600</i>	<i>512</i>	
05-6115 BUILDINGS/GROUNDS	1,091	1,000	480	1,000	338	0	520	
05-6202 UTILITIES	3,537	3,000	2,962	3,100	220	100	138	
<i>subtotal/ Meacham Memorial Park</i>	<i>4,629</i>	<i>4,000</i>	<i>3,442</i>	<i>4,100</i>	<i>558</i>	<i>100</i>	<i>658</i>	

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Park Fund Capital Budget	2023-2024	2024-2025	2026-2027	2027-2028
2022-2023				
3/4 Ton 4wd Pickup wigate (7505) Reappropriate	(Replaces '10 Ford F150 #7521)			
2023-2024				
Walker Lake Pump (6801)	\$5,000			
1/2 Ton 4wd Pickup (7505)	\$30,000	(Replaces '11 F150 4WD 7502)		
One Ton Dump Trucks (7505)	\$60,000	(Replaces '12 Ford F450 7519)		
Quarry Road Resurfacing (7503)	\$60,000			
Park Master Plan (7509)	\$130,000			
Mitchel Park Master Plan (7509)	\$10,000			
Walker Playground (7504)	\$13,000			
Quarry Park Overlook (7503)	\$5,000			
Walker Lake Tributary Tuckpointing/Water Supply (7503)	\$5,000			
Paint Diamnd 5/6 Light Poles (7503)	\$7,500			
Paint Handball Court Structure (7503)	\$2,750			
2024-2025				
Trash Truck (7505)		\$65,000	(Replaces 1999 GMC 7514)	
4WD Crew Cab Pickup (7505)		\$35,000	(Replaces 2014 Ford F150 7504)	
4WD Crew Cab Pickup (7505)		\$35,000	(Replaces 2014 Ford F150 7505)	
Brush Chipper (7505)		\$30,000	(Replaces 2004 Vermeer 7540)	
One ton Dump Truck (7505)		\$60,000	(Replaces 2011 F450 7513)	
Diamond 3 Irrigation (7503)		\$35,000		
2026-2027				
Avery Playground Surface (7504)		\$35,000		
Replace Greentree Restroom (7503)		\$120,000		
Utility Vehicle (7505)		\$20,000	(Replaces 2012 Gator 7522)	
Utility Vehicle (7505)		\$20,000	(Replaces 2004 Gator 7536)	
Utility Vehicle (7505)		\$20,000	(Replaces 2013 Gator 7537)	
McEntee Park Whirl Event (7504)		\$10,000		
2027-2028				
Facilities Tech Cargo Van (7505)		(Replaces 1999 GMC 7514)	\$50,000	
Greentree Field Irrigation (7504)			\$35,000	
Meacham Park Entry signs (7504)			\$20,000	
Grants Trail Restroom (7503)			\$40,000	
Ranger Patrol Vehicle (7505)		(Replaces Ford)	\$40,000	
Horticulture Pickup Truck (7505)		(Replaces Truck)	\$30,000	
Meachum Park Playground Equipment (7504)				\$170,000
Meachum Park Playground Surface (7504)				\$115,000
Annual Total	\$328,250	\$260,000	\$195,000	\$285,000

January 2023 Draft

2023-24

Walker Lake Waterfall Pump (\$5,000) - Waterfall pump has not been working for several years and needs to be replaced.  
Half Ton 4WD Pickup - Replaces 2011 F150 (\$30,000) - Used as daily transport by Supt, crew tasks, hauling materials, running errands.  
One Ton 4WD Dump Truck (\$60,000) - Replacement of 2012 F450 (#7513) with 4WD and a dump bed. Used for general purpose and salt distribution.  
Quarry Road Resurfacing (\$60,000) - 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.

Paint Master Plan (\$130,000) - Comprehensive system wide plan to replace the 2005 version.

Mitchel Park Master Plan (\$10,000) - A separate Master Plan for this Mitchel is budgeted for in the event funds are needed before grant reimbursement.

Walker Playground (\$13,000) - Resurface playground

Quarry Park Overlook (\$5,000) - Replace wooden boards on overlook structure.

Walker Lake Tributary Tuckpointing/Water Supply (\$5,000) - Repair rock wall and water supply line for walker lake waterfall.

Paint Diamind 5/6 Light Poles (\$7,500) - Routine painting maintenance of light poles is required to preserve integrity of boles.

Paint/Seal Handball Court Structure (\$2,750) - Routine painting maintenance of structure to preserve integrity of boles.

January 2023 Draft

2024-2025

Trash Truck (\$65,000) - 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.

Brush Chipper (\$30,000) - Replaces 2004 Vermeer chipper (#7504) used to reduce branches and up to 12" trunks to chips for easier handling and disposal

One Ton Dump Truck (\$60,000) - This would replace the second of two 1 ton dumps (#7519) used for a variety of hauling and towing.

Diamond 3 Irrigation (\$35,000) - Project will improve playability and rental opportunities.

2026-2027

Avery Playground Surface (\$20,000) - Replacement of PIP colorized surface

Replace Green Tree Park Restroom (\$120,000) - Complete replacement of restrooms.

3 - Utility Vehicles (\$60,000) - Small utility vehicles are used on a daily basis for a variety of tasks, wear faster and require replacement sooner than full size vehicles.

McEntee Park Whirl Event (\$10,000) - Replaces Existing Whirl Event (Merry-Go-Round)

2028-2027

Facilities Tech Cargo Van (\$50,000) - Van is used on a daily basis to move tech equipment and tools for facility repairs.

Greentree Field Irrigation (\$35,000) - Would add the ability to keep field turf healthy for rental use without damage to field.

Meachum Park Entry signs (\$20,000) - Project will add a title sign at Meachum Park similar to other new signs in the system.

Grants Trail Restroom (\$40,000) - Restroom updgades are required to extend the life of the facility.

Ranger Patrol Vehicle (\$40,000) - Vehicle is used daily for patrolling all parks and recreation locations.

Horticulture Pickup Truck (\$35,000) - Vehicle is used daily for hauling material and driving between locations.

2027-2028

Meachum Park Playground Equipment (\$170,000) - The original equipment as installed in 2009 and will require replacement.

Meachum Park Playground Surface (\$115,000) - When the Playground structure is replaced, the PIP surface will require replacement.

# MONTHLY REPORT FOR JANUARY 2023

## For period Dec.13 through Jan. 22

### **BUDGET PREPARATION:**

The 2023-2024 budget proceedings have been underway. A DRAFT was presented to the Finance committee on the 10<sup>th</sup> of January. The DRAFT proposed will represent Operating budget for the 23/24 fiscal year, along with a DRAFT of the 5 year Capital Plan starting with the 23/24 fiscal year. It will be presented to the full board at the January meeting, followed by a period of public scrutiny and input, followed by adoption by the Board in March '23.

### **TRAIL TREAD WORK-EMMENEGGER PARK:**

The connecting section of trail from the park entrance down to the trailhead parking area was prepped and chipped. This little used section of park borders the Possum Woods CA property line and runs north to the trail head.

### **QUINETTE CEMETERY TOOL SHED:**

The tool shed in the utility easement on the west side of the park has been abandoned and is the property of the land owner where the easement exists. This has been a source of contention over the last few years since the new land owner took possession. Since the shed became his property when he purchased the land and adjoining office building, and it is not logical to spend money trying to reclaim a deteriorated shed, we purchased a small shed and are in the process of installing it on Quinette property for the storage of tools etc. The shed will be within Quinette's borders on the front west edge of the site. It will be used primarily by the Park and Youth in Action, who help to maintain the appearance of the cemetery.

### **PERSONNEL:**

We are currently down 2 fulltime maintenance workers and are in the process of interviewing prospective candidates. We hope to fill the positions to bring us back to a full roster by the end of January.

### **HORTICULTURE ACTIVITIES:**

The Hort division has been busy putting beds and bushes to bed for the winter. The BMP cells at Kirkwood Park and at KPAC have been cleaned and gleaned of excess plant material. The SBD pots have been sporting their winter displays since before the holidays. The pruning segment of the year has begun and will be accomplished by late February, in time for bud creep and flush out this spring.

Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	29	20	61	55	63	71	75	63	59	46	29	18	589
Public Contacts	247	154	134	159	145	210	320	345	289	268	212	145	2628
PD Assist	3	4	3	4	3	5	4	7	6	3	1	2	45
PD Dispatched Calls	1	1	4	2	4	7	5	5	6	2	2	3	42
Interpretive	0	0	0	0	0	0	26	31	0	0	0	0	57
Reported Maint.	2	3	4	3	3	2	6	8	5	6	4	2	48
Injuries	2	2	1	4	2	3	2	1	2	0	0	0	19
Wildlife Related	0	0	1	0	3	2	2	0	2	0	2	0	12
Recovered Property	2	1	3	6	5	3	6	4	4	5	2	0	41
First Aid	0	1	0	0	0	2	1	2	0	0	0	0	6
Missing Persons	0	0	0	0	2	0	0	1	1	0	0	0	4

# Summary of Activities

Nothing special to report for December.

Prepared by: Ron Hall, Senior Park Ranger