



**Park Board Agenda**  
**Monday, March 25, 2024, 7:00 p.m.**  
**Kirkwood Community Center**  
**111 South Geyer Rd.**



**CITIZEN COMMENTS** *(See instructions on the previous page for offering a comment. The public comment portion of the meeting is an opportunity to hear comments from citizens. It is not a question and answer session and the Park Board will not respond to comments or answer questions during the comment period. The Chairperson may refer any matter to staff or hold discussion during the "Other Matters" section of the meeting).*

**I. APPROVAL OF FEBRUARY 26, 2024 MEETING MINUTES**

**II. COMMITTEE ASSIGNMENTS/REPORTS**

- a. Partnership Committee Update

**III. UNFINISHED BUSINESS**

- a. Strategic Plan Update
- b. Park Board Officer Nominations

**IV. NEW BUSINESS**

- a. Approval of Fiscal Year 2024-25 Park Fund Budget
  - i. Budget Revisions
- b. Approval of Goose Control Contract Renewal FY24-25
- c. Approval of Mowing Contract FY24-25
- d. Approval of Trash Truck Purchase
- e. Approval of F-150 Purchase
- f. Approval of Brush Chipper Purchase
- g. Other Matters

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

**VI. DIRECTOR'S REPORT**

**VII. BOARD MEMBER COMMENTS**

**VIII. ADJOURNMENT**

**Next Meeting – April 15, 2024**

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

**Chair:** Ellen Edman

**Accommodation:** The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the



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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  
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Phone: 314-822-5856 Fax: 314-984-5931  
E-mail: henkekk@kirkwoodmo.org



## Memo

To: Kirkwood Park Board  
From: Kyle Henke  
Date: March 20, 2024  
Re: March 25, 2024 Agenda Memo

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### Committee Reports

Partnership Committee – The Partnership Committee met on March 13. The draft minutes from the meeting are included in the packet. Kathy will provide an update to the board if any update is required.

Finance Committee – No meeting took place. Reminder of the timeline outlined by the finance committee. The plan included a public hearing and discussion at the February 26 meeting followed by passage of the budget at the March 25 meeting to become effective April 1, 2024.

### Unfinished Business

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

Park Board Officer Nominations – Current bylaws indicate elections for Park Board are to be held at the regular Board Meeting in April. In line with previous years, one or two park board members compiled a slate of future officers who are interested in running for Park Board President, Vice President and Treasurer. Park Board members can also nominate other members at this time. 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, any newly appointed Park Board members will join the board in June if any current members term out. Generally, two full terms (two, three-year terms) is the standard for Park Board members.

## **New Business**

Approval of Fiscal Year 2024-25 Park Fund Budget – The Board needs to take formal action to approve the Draft Park Fund Budget. It would be helpful to include in the motion any adjustment approved by Council (see note below), and will encompass a total operating and capital cost of \$2,315,578 and revenues of \$2,212,500.

NOTE: An adjustment to the cities pay plan may be approved by city council at the March 21 Council meeting. Any adjustment amount required will be determined prior to the park board meeting and brought before the Board for consideration before budget approval. If staff is unable to provide an accurate number, staff will have to ask the board to appropriate the additional amount at the next Park Board meeting.

Approval of Goose Control Renewal Contract FY24-25 - Our existing contract for goose control in Kirkwood Park is up for renewal with the current provider. Staff is seeking approval in the amount of \$4,400 to renew the contract with Gateway Goose Control for the period April 1, 2024 through March 31, 2025.

Approval of Outer Parks Mowing Contract FY24-25 – This represents the continuation of contract mowing for outlying parks, excluding Kirkwood Park.. Staff recommends that a renewal contract for the 2024 mowing season be entered into with B's Lawn Service for \$63,910, of which \$4,060 of the total will be funded by the City's General fund for mowing at KPAC. No increase being proposed.

Approval of Trash Truck Purchase – Included in the capital expenses for the year is the purchase of a new trash truck. The current equipment has served the department well and is overdue for replacement based on age and repairs required. In order to accomplish this purchase early in the year staff is suggesting the Park Board consider approving the purchase right away, beginning April 1 after the new budget has been adopted. A suggested motion would be to, purchase a 2024 Isuzu NRR Refuse Truck with an 8 cubic yard New Way Diamondback rear loading hopper for the price of \$147,000 from Elliott Equipment Company on the Sourcewell Contract #091219-NWY to be paid from the Rolling Stock Capital account 201-09-100-101-000-620050 after April 1 2024 pending Park Board Approval of the fiscal year 2025 budget.

Approval of F-150 Purchase - Included in the capital expenses for the year is the purchase of a new F-150 pickup truck. The current equipment has served the department well and is overdue for replacement based on age and repairs required. In order to accomplish this purchase early in the year staff is suggesting the Park Board consider approving the purchase right away, beginning April 1 after the new budget has been adopted: A suggested motion would be to, purchase a 2024 Ford F150 for \$44,414 from Joe Machens Ford Lincoln on State Contract #CC240138008

to be paid from the Rolling Stock capital account 201-09-100-101-000-620050 after April 1<sup>st</sup> 2024.

Approval of Brush Chipper Purchase - Included in the capital expenses for the year is the purchase of a new Brush Chipper. The current equipment has served the department well and is overdue for replacement based on age and repairs required. In order to accomplish this purchase early in the year staff is suggesting the Park Board consider approving the purchase right away, beginning April 1 after the new budget has been adopted. A suggested motion would be to, purchase a new Vermeer BC1000XL Brush Chipper for \$30,659.57 from Vermeer Midwest on Source-well Contract 031721-VRM to be paid for the Machinery & Equipment capital account 201-09-100-101-000-620040 after April 1<sup>st</sup> 2024.

Maintenance Report – Pete's report is included. As well as a Report from Ron Hall, Head Park Ranger and Kylie Christanell, Volunteer Coordinator.

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

Nothing to report at this time.



**Park Board  
Meeting Minutes  
Monday, February 26, 2024 7:00 p.m.  
Kirkwood Community Center Room 202**



**IN ATTENDANCE:** The meeting was called order at 7:02 p.m. with President Ellen Edman, Steve Ostrowski, Nate Wurtz, Jordan Wienke, Kathy Paulsen, Christopher Molitor, Kevin Miller, Lauren Nieman (absent), Becky Jones (absent) and Staff Liaison Kyle Henke and Pete Laufersweiler in attendance.

**I. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2024-25 PARK FUND BUDGET**

Recessed to public hearing regarding Park Fund Budget  
No comments

**II. CITIZEN COMMENTS**

Cecil Jones, 330 Alsobrook, asked the park board about amending the name of Meacham Park Memorial Park and would like to know the process for changing a park name.

Rich Thoma, 320 Frieda Ave., a member of the Webster Groves Nature Study Society and will answer any questions during the meeting. He also stated that he would like the condition of Sugar Creek in Kirkwood Park to be addressed in the upcoming master plan.

**III. APPROVAL OF JANUARY 29, 2024 MEETING MINUTES**

A motion made by Kevin Miller to approve the January 29, 2023 meeting minutes, seconded by Jordan Wienke. Motion approved unanimously.

**IV. COMMITTEE REPORTS**

None

**V. UNFINISHED BUSINESS**

- a. Strategic Goals Update – None
- b. WGNS – James Earl Comfort Sign Board

Pete discussed pricing proposals he received for the sign.

A motion by Jordan Wienke to approve the installation of the sign w/the approval of the partnership committee on wording, to be paid for by the Webster Groves Nature Study Society. Seconded by Nate Wurtz. Motion approved unanimously.

**VI. NEW BUSINESS**

- a. Purchase Delay of One Ton Dump Truck –

A motion by Kathy Paulsen to re-appropriate previously approved capital funds from FY23-24 for the purchase of a One Ton Dump Truck in the amount of \$90,150 in account 201-09-100-101-000-620090, PF2402 to the same account in the FY24-25 budget. Seconded by Jordan Wienke. Motion approved unanimously.

- b. Master Plan –

A motion by Steve Ostrowski to re-appropriate previously approved capital fund from FY23-24 in the amount of \$124,600 from account 201-09-100-101-000-620090, Engineering Fees into the same account in the FY24-25 budget. Seconded by Christopher Molitor. Motion approved unanimously.



- c. Officer Nominations – Kathy Paulsen volunteered to gather the slate of candidates for the next meeting.
- d. Other Matters –  
The Board discussed the citizen comment by Cecil Jones and the Partnership Committee will meet to discuss it further.

#### **VII. SUPERINTENDENT OF PARKS REPORT**

- a. Pete Laufersweiler discussed the Superintendent of Parks report

#### **VIII. DIRECTORS REPORT**

- a. Park Legacy Donations – Kyle discussed the new process for making donations for Trees, Bricks and other items.
- b. Community Center Renovation – Kyle gave an update on the renovation project.
- c. Aquatic Center – Kyle discussed the progress towards opening this summer.

#### **IX. BOARD COMMENTS**

Kathy Paulsen discussed a recent pamphlet from the historical society about Alphonse Smith.

- X. **ADJOURNMENT** – The meeting was adjourned at 7:48 p.m.

Partnership Committee Minutes – Meeting March 13, 2024.

Meeting began at 4:03 p.m. Attendance: Kathy Paulsen (chair), Ellen Edman, Christ Molitor, Jordan Wienke, Staff: Parks Director - Kyle Henke; Pete Laufersweiler – Supt. Of Parks Operation

I. Citizen Comments - There were no Citizen Comments

II. Approval of Nov. 11, 2023 Minutes – Ellen Edman made motion to approve; Jordan Wienke second. Minutes were unanimously approved.

III. Unfinished Business

- a. Webster Groves Nature Study Society – Wording for the signage for the J. Earl Comfort Bird Sanctuary was discussed, using the submission for “J. Earl Comfort Bird Sanctuary” by WGNSS and proposed revisions for “J. Earl Comfort Bird Sanctuary” signage submitted by Ellen Edman. The committee made changes, using wording from both submissions. Pete Laufersweiler and Ellen Edman made notes & will each provide the revised version of the language for the sign and email to the committee members & staff as a draft. Kathy will pass the proposal along to Rich Thoma of WGNSS, for their review.

- b. Naming Policy Discussion – Ellen Edman provided a proposal for the



“Kirkwood Parks Land and Facility Naming Policy”. The Policy proposal was discussed and minor changes were made. Ellen Edman will email the revised proposed Policy to the committee members & staff. Jordan Wienke suggested that the committee meet 30 minutes prior to the March 25, 2024 Park Board meeting to review the proposed Policy.

The Committee agreed. If the proposal is approved by the committee at that meeting, the Policy will be discussed and possibly voted on at the Park Board meeting. Peter Laufersweiler advised the committee about the need to post notice, as well as include the Policy proposal in the Park Board agenda / packet.

#### IV. New Business

- a. Other Matters – there were none.

The meeting was adjourned at 5:25 p.m.

Account Description	2023 Actuals	2024 Budget	2024 Projected Actuals	2025 Request	Variance 24 -25 Req Vs. 23-24 Budget	Comments
Property Taxes	\$1,467,823	\$1,380,000	\$1,400,000	\$1,450,000	\$70,000	
Grants	\$0	\$0	\$0	\$0	\$0	
Interest Revenue	\$22,898	\$5,500	\$17,145	\$25,000	\$19,500	DRAFT PARKS BUDGET JANUARY 2024
Donations	\$11,250	\$6,750	\$8,500	\$7,000	\$250	
Sponsorship	\$0	\$250	\$0	\$0	(\$250)	
Concessions	\$4,408	\$3,110	\$3,602	\$3,500	\$390	
Ball Field Rental	\$57,957	\$48,000	\$47,420	\$50,000	\$2,000	
Picnic Fee	\$33,783	\$26,000	\$22,320	\$27,000	\$1,000	
Miscellaneous Revenue	\$0	\$0	\$0	\$58,596	\$58,596	City and SBD transfer (now split)
Transfers from Other Funds	\$82,130	\$84,830	\$85,055	\$26,000	(\$58,830)	Transfer from Rec accounts (now split)
Transfers from Park 1/2 cent sales tax	\$575,000	\$575,000	\$575,000	\$550,000	(\$25,000)	Voluntary reduction offset
Sale of Capital Asset	\$12,726	\$20,000	\$2,691	\$15,000	(\$5,000)	
Insurance Proceeds	\$0	\$0	\$0	\$0	\$0	
	<b>\$2,267,974.44</b>	<b>\$2,149,440.00</b>	<b>\$2,161,733.00</b>	<b>\$2,212,096.00</b>	<b>\$62,656.00</b>	
Wages Full Time Civilian	\$794,101	\$920,879	\$890,000	\$924,761	\$3,882	
Wages Part Time	\$67,555	\$122,306	\$100,250	\$124,745	\$2,439	
Overtime Civilian	\$30,081	\$32,550	\$30,741	\$34,200	\$1,650	
Social Security	\$54,973	\$66,695	\$62,373	\$65,450	(\$1,245)	
Medicare	\$12,856	\$15,599	\$14,669	\$15,315	(\$284)	
Pension Civilian	\$54,057	\$62,352	\$57,583	\$60,870	(\$1,482)	
Deferred Compensation	\$16,185	\$32,040	\$16,918	\$18,700	(\$13,340)	
Insurance Health	\$143,939	\$160,100	\$162,163	\$197,310	\$37,210	Premium increase
Insurance Dental	\$4,817	\$6,467	\$5,280	\$5,630	(\$837)	
Insurance Vision	\$968	\$1,260	\$1,065	\$1,150	(\$110)	
Unemployment	\$0	\$0	\$0	\$0	\$0	
Audit	\$750	\$1,500	\$1,500	\$2,500	\$1,000	
Legal	\$3,273	\$3,500	\$2,955	\$3,650	\$150	
Training	\$2,160	\$2,000	\$2,200	\$2,005	\$5	
Professional Services Other	\$44,029	\$87,050	\$87,050	\$88,750	\$1,700	
Volunteer Program	\$2,866	\$2,700	\$2,700	\$2,700	\$0	
Building & Grounds Maint	\$5,677	\$2,800	\$7,605	\$2,800	\$0	
Equipment Maintenance	\$1,313	\$6,100	\$7,500	\$6,100	\$0	
Office Equipment Maintenance	\$300	\$400	\$375	\$400	\$0	
Radio Equipment Maintenance	\$1,200	\$1,200	\$875	\$1,200	\$0	
Telephone & Cellular	\$4,004	\$6,230	\$5,056	\$6,200	(\$30)	
Landfill Fees	\$4,520	\$5,200	\$4,266	\$5,500	\$300	
Rentals Equipment	\$9,766	\$11,300	\$11,300	\$11,300	\$0	
Insurance General Liability	\$16,077	\$16,500	\$16,700	\$18,150	\$1,650	
Insurance Workers Comp	\$93,420	\$98,090	\$106,262	\$103,020	\$4,930	DRAFT PARKS BUDGET JANUARY 2024
Travel	\$816	\$600	\$600	\$1,250	\$650	
Office Supplies	\$888	\$1,000	\$875	\$1,000	\$0	
Building & Grounds Supplies	\$12,975	\$7,000	\$8,038	\$9,000	\$2,000	
Clothing	\$4,930	\$4,300	\$6,500	\$4,300	\$0	
Film & Media Processing	\$0	\$0	\$0	\$0	\$0	
Food	\$733	\$600	\$800	\$600	\$0	
Janitorial Supplies	\$5,317	\$6,000	\$6,500	\$6,000	\$0	
Landscape Supplies	\$15,842	\$19,650	\$16,490	\$17,950	(\$1,700)	
Machinery/ Equipment Supplies	\$2,822	\$3,300	\$4,700	\$3,400	\$100	
Irrigation	\$3,950	\$4,325	\$5,800	\$5,600	\$1,275	
Natural Gas	\$2,669	\$2,900	\$2,900	\$2,900	\$0	
Water	\$44,885	\$46,800	\$46,800	\$50,400	\$3,600	
Membership Dues	\$308	\$600	\$600	\$600	\$0	
Law Enforcement	\$750	\$1,600	\$1,300	\$2,200	\$600	

Motor Fuel & Lubricants	\$26,505	\$39,500	\$29,578	\$31,440	(\$8,060)	
Operating Supplies Other	\$3,973	\$4,000	\$4,000	\$4,000	\$0	
Safety Equipment	\$3,125	\$4,250	\$4,250	\$4,250	\$0	
Small Tools	\$1,016	\$3,250	\$3,250	\$2,850	(\$400)	
Vehicle Repairs & Parts	\$2,572	\$3,000	\$3,000	\$3,000	\$0	
Administration Fees	\$10,100	\$10,100	\$10,100	\$10,100	\$0	
Fleet Services	\$69,163	\$76,325	\$76,325	\$84,067	\$7,742	
Water Charges	\$0	\$0	\$0	\$0	\$0	
Transfers to Other Funds	\$0	\$0	\$0	\$0	\$0	
Small Cap Office Furniture	\$4,505	\$15,000	\$15,108	\$11,300	(\$3,700)	
Building & Site Improvements	\$55,598	\$67,000	\$65,228	\$10,500	(\$56,500)	
Park Improvements	\$32,804	\$33,250	\$22,509	\$35,000	\$1,750	
Machinery & Equipment	\$76,325	\$80,000	\$84,386	\$30,000	(\$50,000)	
Rolling Stock	\$0	\$49,811	\$0	\$235,000	\$185,189	
Engineering Fees	\$0	\$140,000	\$0	\$0	(\$140,000)	
Feasibility Studies	\$0	\$0	\$0	\$0	\$0	
	<b>\$169,231</b>	<b>\$385,061</b>	<b>\$172,123</b>	<b>\$310,500</b>	<b>(\$74,561)</b>	
Bldg & Grounds KWD Park	\$16,827	\$14,600	\$11,709	\$14,600	\$0	
Bldg & Grounds Greentree Park	\$568	\$2,900	\$2,900	\$1,800	(\$1,100)	
Water Greentree Park	\$4,955	\$4,800	\$4,800	\$4,800	\$0	
Bldg & Grounds Emmenegger	\$552	\$1,200	\$1,900	\$1,200	\$0	
Water Emmenegger	\$510	\$500	\$500	\$500	\$0	
Bldg & Grounds Meacham Park	\$841	\$1,000	\$2,500	\$1,120	\$120	
Water Meacham Park	\$3,285	\$3,100	\$3,100	\$3,100	\$0	
Bldg & Grounds Quarry Park	\$1,001	\$700	\$700	\$700	\$0	
Water Quarry Park	\$200	\$175	\$175	\$175	\$0	
Bldg & Grounds Walker Park	\$268	\$500	\$1,700	\$1,200	\$700	
Water Walker Park	\$1,877	\$1,800	\$1,900	\$1,800	\$0	
Bldg & Grounds Monfort Park	\$85	\$400	\$400	\$400	\$0	DRAFT PARKS BUDGET JANUARY 2024
Water Monfort Park	\$826	\$900	\$975	\$900	\$0	
Bldg & Grounds Quinette	\$552	\$200	\$200	\$320	\$120	
Water Quinette Cemetery	\$163	\$150	\$175	\$150	\$0	
Bldg & Grounds Avery Park	\$755	\$600	\$250	\$600	\$0	
Water Avery Park	\$1,270	\$1,200	\$1,200	\$1,200	\$0	
Bldg & Grounds SBD	\$4,721	\$8,650	\$8,650	\$8,700	\$50	
Machinery & Equipment SBD	\$509	\$600	\$600	\$600	\$0	
Bldg & Grounds Fillmore Park	\$26	\$400	\$450	\$400	\$0	
Water Fillmore Park	\$2,029	\$2,200	\$2,200	\$2,200	\$0	
<b>Expense</b>	<b>\$1,793,281</b>	<b>\$2,335,554</b>	<b>\$2,064,007</b>	<b>\$2,315,578</b>	<b>(\$19,976)</b>	
Revenue	\$2,267,974	\$2,149,440	\$2,161,733	\$2,212,096	\$62,656	
Net	\$474,694	(\$186,114)	\$97,726	(\$103,482)	\$82,632	Fund Balance Requirement for FY24-25
Fund Balance	\$2,378,674	\$2,192,560	\$2,290,286	\$2,186,804		Between \$1,336,717 and \$1,503,809

Capital Expenses	\$169,231	\$385,061	\$172,123	\$310,500	
Expenses Less Capital	\$1,624,050	\$1,950,493	\$1,891,884	\$2,005,078	
2/3 of above	\$1,082,699	\$1,300,327	\$1,261,255	\$1,336,717	
3/4 of above	\$1,218,037	\$1,462,870	\$1,418,913	\$1,503,809	

Park Fund Capital Budget		2024-2025	2025-2026	2027-2028	2028-2029
2023-2024					
One Ton Dump Trucks (620050 Reappropriate)		\$91,150	(Replaces '11 Ford F450 7519)		
Park Master Plan (620090 Reappropriate)		\$124,600			
2024-2025		\$215,750			
Trash Truck (620050)		\$160,000		(Replaces 1999 GMC 7514)	
4WD Crew Cab Pickup (620050)		\$45,000		(Replaces 2014 Ford F150 7504)	
Brush Chipper (620040)		\$30,000		(Replaces 2004 Vermeer 7540)	
Seal Coat, crack sealing Tennis Court Lot (620020)		\$10,500			
Mitchell Park Construction (620020)		\$35,000			
2025-2026		\$280,500			
Walker Lake Tributary & Lake Pump (620020)		\$35,000			
Avery Playground Surface (620030)		\$35,000			
Replace Greentree Restroom (620020)		\$120,000			
4WD Crew Cab Pickup (620050)		\$45,000		(Replaces 2014 Ford F150 7505)	
Utility Vehicle (620050)		\$20,000		(Replaces 2012 Gator 7522)	
Paint Diamond 3 light poles (620020)		\$5,500			
McEntee Park Whirl Event (620030)		\$10,000			
2027-2028					
Facilities Tech Cargo Van (620050)			\$50,000	(Replaces 1999 GMC 7514)	
Greentree Field Irrigation (620020)			\$35,000		
Meacham Park Entry signs (620030)			\$20,000		
Grants Trail Restroom (620020)			\$40,000		
Ranger Patrol Vehicle (620050)			\$40,000		
Horticulture (SBD) Pickup Truck (620050)			\$45,000		
Diamond 3 irrigation			\$35,000		
2028-2029					
Meachum Park Playground Equipment (620030)			\$170,000		
Meachum Park Playground Surface (620030)			\$115,000		
One ton Dump Truck (620050)			(Replaces 2016 F450 7513)	\$90,000	
2028-2029					
Kirkwood Park Playground					\$300,000
Skid Steer					\$85,000
<b>Annual Total</b>		<b>\$496,250</b>	<b>\$270,500</b>	<b>\$265,000</b>	<b>\$375,000</b>

DRAFT 1-8-2024

Park Fund Capital Budget 2023-2024  
 One Ton 4WD Dump Truck (\$91,150) - Replacement of 2012 F450 (#7513) with 4WD and a dump bed. Used for general purpose and salt distribution. (Reappropriate)  
 Park Master Plan (\$124,600) - Comprehensive system wide plan to replace the 2005 version. (Reappropriate)

2024-25  
 Trash Truck (\$160,000) - 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.

4WD Xcab pickup (\$45,000) -Replaces one of two 2014 light duty crew cab pickup trucks (#7504) 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  
Seal & Stripe Tennis Court Parking Lot (\$10,500) - Lot was resurfaced over 10 years ago and needs to be sealed  
Mitchell Park Construction (\$35,000) - Park Board portion of Grant

2025-2026

Walker Lake Tributary and Lake Pump (\$35,000) - Repair rock wall water supply line for walker lake waterfall.  
Avery Playground Surface (\$35,000) - Replacement of PIP colored surface  
Replace Green Tree Park Restroom (\$120,000) - Complete replacement of restrooms.  
4WD Xcab pickup (\$45,000) -Replaces one of two 2014 light duty crew cab pickup trucks (#7505) used for general transport of maintenance staff, materials and supplies.  
Utility Vehicle (\$20,000) - Small utility vehicles are used on a daily basis for a variety of tasks, wear faster and require replacement sooner than full size vehicles.  
Diamond 3 lightpoles (\$5,500) - Routine maintenance for longevity of light poles.  
McEntee Park Whirl Event (\$10,000) - Replaces Existing Whirl Event (Merry-Go-Round)

Facilities Tech Cargo Van (\$60,000) - 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.  
Meacham 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 upgrades 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(SBD) Pickup Truck (\$45,000) - Vehicle is used daily for hauling material and driving between locations.  
Diamond 3 irrigation (\$35,00) - Project will improve playability and rental opportunities.

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.  
One Ton 4WD Dump Truck (\$90,000) - Replacement of 2016 F450 (#7513) with 4WD and a dump bed. Used for general purpose and salt distribution.

2028-2029

Kirkwood Park Playground (\$300,000)  
Skid Steer (\$85,000)

# MONTHLY REPORT FOR MARCH 2024

## For period Feb. 27th through Mar. 25th

### **BRIDGING THE GAP:**

The Maintenance Staff has begun the process of rebuilding the bridges on the trail at the Quarry Park. They were in poor condition, and the lumber was in dire need of replacement. Soon they will also be re-decking the Quarry Overlook, and re-decking the large pedestrian bridge at Emmenegger Nature Park as well.

### **HEMLOCK-OUT:**

The Horticulture staff took the new boom sprayer out for a spin to Greentree Park. We have been battling Giant Hemlock in a large at the old Greentree "nursery". The hemlock has completely overwhelmed the area, so we wanted to get on it early this year before it got a chance to get too tall. They were able to spray the entire field using 100 gallons of solution in about an hour. They also went after the invasive Honeysuckle bushes and Tree of Heaven while they were in the area.

### **A SPRING IN THEIR STEP:**

The Maintenance staff has been very busy getting things ready for the picnic season. Tables have been placed under all the pavilions and at the picnic sites throughout the park. They are also replacing bad boards on the tables to make sure they are in good condition prior to the start of the season. Upon inspecting the BBQ pits in the park 4 of the large pits were brought back to the shop to have metal plates welded on to the base to extend the lifespan of the equipment. The large BBQ pits are almost \$1,300 now, so with some extra effort and a little TLC we extended their lifespan and saved quite a bit of money in the process. With the warmer temperatures we also began mulching some of the outer parks to get a jump on the work. So far Avery and Fillmore Parks have been mulched with plans to move on to Walker and Meacham next.

### **FOUL BALL!:**

The left field of diamond 4 in Kirkwood Park had the protective nets replaced this month. The old nets had become tattered and were in need of replacement. They also replaced the cables that hold the nets up and added turnbuckles to make it easier to tighten the nets up as they sag with age. The turnbuckles will make ongoing maintenance much easier!

### **PLANTS ON THE MOVE:**

The Horticulture staff dug up the perennial plants and bulbs from the flagpole islands at the Community Center in preparation for the renovation of the main entrance. They dug up and moved about \$1,500 worth of plant material to be reused elsewhere in the Parks system. They also transplanted plant material out of some beds that will be impacted near the Train Station renovations as well.

Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	19	14											33
Public Contacts	45	38											83
PD Assist	2	1											3
PD Dispatched Calls	1	0											1
Interpretive	0	0											0
Reported Maint.	3	1											4
Injuries	0	0											0
Wildlife Related	0	0											0
Recovered Property	1	2											3
First Aid	0	0											0
Missing Persons	0	0											0
Training Hours	24	32											56

# Summary of Activities

-In late February, Ron Hall attended the Park Law Enforcement Association annual conference. Some of the topics covered were, leading the younger generation, starting a ranger wellness program, listening and communicating with purpose.

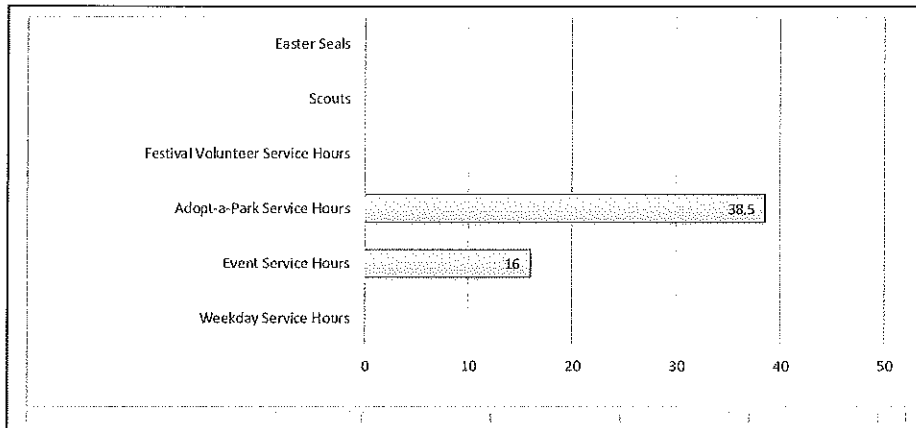
Prepared by: Ron Hall, Senior Park Ranger

# Monthly Volunteer Activity Report



## Volunteer Hours

February | 2024





### Upcoming Events


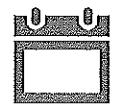
March 10: Invasive bush honeysuckle removal in Grants Trail

March 30: Fillmore Park clean up

April 20: Quinette Cemetery Clean Up

April 27: Invasive bush honeysuckle removal in Kirkwood Park

	<b>71</b> YTD Service Hours
	<b>10</b> Weekday Volunteers

	<b>4</b> YTD Volunteers
	<b>1</b> Events

## Highlights

Weekday volunteers are returning to the Special Business District and Kirkwood Park beginning Tuesday, March 12. Our 2023 conservation focus is limiting new invasive bush honeysuckle growth in Kirkwood, Fireman's, Quinette Cemetery, and Dee Koestering (Quarry) parks. In the summer and fall months, volunteers will begin removing honeysuckle from Greentree Park.

The community garden is starting up soon. The garden membership has already reached capacity (20 gardeners). This year, we are working with the Kirkwood Garden Club to offer continuing education opportunities.



## **Black Heritage Celebration 2024**

The Kirkwood Parks and Recreation participated in the Kirkwood Historical Society's successful Black Heritage Celebration, which offered both educational and engaging experiences for attendees. Here's a summary of the key points.

**Event Objective:** The primary goal of the event was to educate participants about the history of African American settlements in Kirkwood from the earliest times to the present day. It aimed to highlight the significant contributions of African Americans, both free and enslaved, to Kirkwood's history.

### Event Components

**Bus Tour:** A 45-minute guided bus tour was conducted, featuring African American landmarks in Kirkwood. Wallace Ward served as the narrator for all five tours, providing engaging stories and historical insights.

**Displays at Mudd's Grove:** Multiple displays were set up at Mudd's Grove, covering various topics such as Meacham Park, the Historic Quinette Cemetery, Olive Chapel AME Church, and the Bill Jones family.

### Logistics

**Community Center as Hub:** The Kirkwood Community Center served as the central point for parking and onboarding for the bus tour. The west gym of the center provided a warm waiting space for attendees, where they could view posters about the cemetery's historical significance. Refreshments such as coffee, water, and chairs were provided.

**Safety Measures:** The Community Center ensured a safe and comfortable environment for attendees, particularly in the adverse weather conditions.

**Feedback:** The event received positive feedback from attendees, with many expressing that they learned more than they had anticipated. Wallace Ward's narration was particularly praised for its engagement and the depth of information provided.

Overall, the event successfully achieved its objectives of educating attendees about Kirkwood's African American heritage and fostering appreciation for the contributions of African Americans to the community's history. The weather impacted the sold out bus tour. However, 171 attendees braved the cold and ice to participate. More than 400 attendees viewed attractions at Mudd's Grove.

Kylie Christanell provided the information for the bus tour and created marketing material.