

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



## Memo

To: Kirkwood Park Board  
From: Murray Pounds  
Date: August 16, 2019  
Re: August 19, 2019 Agenda Memo

---

We have a relatively short agenda for the August meeting:

### Committee Reports

None.

### Unfinished Business

Strategic Planning –The monthly opportunity to update others on the status of the following strategic planning objectives (action plan owners in parentheses):

- Add wayfinding at Emmenegger and Greentree Parks (**Curt**)
- Continue with manpower study, particularly Park Rangers (**Pete**, Ron)
- Review safety trends/concerns (**Curt**)
- Examine opportunity for a Marketing Director (**Murray**, PT position in budget)
- Implement Park Foundation (**Scott**)
- Grow volunteerism and partnering with user groups (**Wallace**, Pete)
- Involve citizens at large and create feeder pool for Board(**Wallace**, Scott, Steve)
- Advocate to get internet sales tax legislation passed (**Scott**)

### New Business

I-44 Meramec River Pedestrian Bridge – this item principally serves a reminder of the open house input session on the bridge and associated amenities that will be held the day following our meeting. The open house will be held Tuesday, August 20 from 6:00 – 8:00 p.m. at the Sunset Hills Community Center.

Irrigation Project – The irrigation project has been moving forward rapidly. We have learned as installation has gone on that some of the cost savings efforts that were initiated in the design process are not to our best interest. Our current maximum contract price is \$85,000 and with current change orders we are just over \$83,000 in approved costs. We have what we hope will be one final change order that would raise the contract price to a total of \$88,653. If the Board is willing to approve this, the following actions would need to be approved:

- Increase the project budget (PF1903) from \$87,800 to \$91,500 by appropriating \$3,700 from reserves to Account 201-5101-452-7504
- Increase the not to exceed contract amount with Lawn Systems Inc. from \$85,000 to \$88,685

Maintenance Report – Curt's report is included, as a report from Ron Hall and Kylie Christanell.

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

- Update on the Performing Arts Center project
- Preparations for the Greentree Festival
- Update on the Kirkwood Park Gazebo and Pavilion projects
- Update on the agreement with Powder Valley



**Park Board  
Agenda  
Monday, May 20, 2019, 7:00 p.m.  
Kirkwood Community Center  
111 S. Geyer Road  
Kirkwood, MO 63122**



- I. **CITIZEN COMMENTS** *(3 minute time limit. The public comment portion of the meeting is an opportunity to listen to comments from citizens. It is not a question and answer session and the Park Board will not respond to comments or answer questions during the comment period. The Chairperson may refer any matter to staff or hold discussion during the "Other Matters" section of the meeting).*
- II. **APPROVAL OF JULY 15, 2019 MEETING MINUTES**
- III. **COMMITTEE REPORTS**
  - a. None
- IV. **UNFINISHED BUSINESS**
  - a. Strategic Planning
- V. **NEW BUSINESS**
  - a. Interstate 44 Meramec Pedestrian Bridge Update
  - b. Other Matters
- VI. **SUPERINTENDENT OF PARKS REPORT**
- VII. **DIRECTOR'S REPORT**
- VIII. **ADJOURNMENT**

**Staff Liaison:** Murray Pounds. Phone: 314.822.5857 Email: [poundsm@kirkwoodmo.org](mailto:poundsm@kirkwoodmo.org)

**Chair:** Steve Coates

**Accommodation:** The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as a CD, by calling 314-822-5802.

**KIRKWOOD PARK BOARD  
MONDAY, JULY 15, 2019  
KIRKWOOD COMMUNITY CENTER  
111 S. GEYER ROAD  
ROOM 202  
MEETING MINUTES**

In attendance: Scott Stream, Alan Hopefl, Steve Coates, Jordan Wienke, Kathy Paulsen, Alvin Reid, Matt Helbig, Dave Hufford and Peggy Grever  
Staff: Murray Pounds and Curt Carron

Park Board meeting convened at 7:00 p.m., chaired by Steve Coates.

**I. CITIZEN COMMENTS**

Gwyn Wahlman, 1002 W. Adams, expressed her opinion that the I-44 trailhead technical advisory committee of staff members was not open to the public.

**II. APPROVAL OF JUNE 10, 2019 MEETING MINUTES**

A motion to approve May Park Board minutes made by Alan Hopefl

Seconded by Scott Stream

Aye: Alan Hopefl, Kathy Paulsen, Peggy Grever, Scott Stream, Alvin Reid, Jordan Wienke and Matt Helbig

Abstain: Dave Hufford

Motion Passed

**III. COMMITTEE REPORTS**

None

**IV. OLD BUSINESS**

**A. Strategic Planning**

Murray discussed updates to strategic plan items and plans to hold a Strategic Plan update meeting October 21<sup>st</sup> at 5pm.

**B. Commercial Activity Policy**

Murray met with the City Attorney and does not think a policy like this would be necessary at this time.

**C. Emmenegger Park Lease Agreement**

Powder Valley/MDC is working on an agreement to present to the City.

**V. NEW BUSINESS**

**A. Approval and Transfer of Funds**



Motion by Scott Stream to approve the transfer \$2829 from Project PF 1909 (Kirkwood Park Bridge) to PF 1911 (Kirkwood Park Gazebo), transfer of \$18400 from PF 1910 (Kirkwood Park Pavilion) to PF 1911 and appropriate \$11,000 from Park Fund reserves to account 201-5101-452-7504 Project PF 1911.

Seconded by Jordan Wienke

All Approved

Motion Passed

**B. Approval of Pavilion and Gazebo Contract**

Motion by Scott Stream to approve the bid from Fuller Company LLC for a not to exceed amount of \$35,980, including Pavilion Masonry Columns - \$8,152, Gazebo Concrete Steps, Foundations and Walks - \$6,239 and Gazebo Deck and Railing - \$21,589.

Seconded by Dave Hufford

All Approved

Motion Passed

**C. PDS Construction period services**

Motion by Alan Hopefl to approve additional \$1,600 to the Planning Design Studio contract to cover construction period services for the Kirkwood Park Pavilion and Gazebo projects.

Seconded by Kathy Paulsen

All Approved

Motion Passed

**D. Walker path lighting fixtures**

Motion by Alvin Reid to approve bid from Graybar Electric for \$13,120.00 for replacement lighting fixtures for the Walker Lake path.

Seconded by Jordan Wienke

All Approved

Motion Passed

**VI. SUPERINTENDENT OF PARKS' REPORT**

The Board and Curt discussed the monthly maintenance report.

**VII. DIRECTOR'S REPORT**

**A. Performing Arts Center/ Community Center Update**

Murray gave an update on the PAC

**B. I-44 Pedestrian Bridge**

Murray updated the board on the project; there will be a public session on August 20<sup>th</sup> from 6-8pm at the Sunset Hills Community Center.

**C. July 4th**

Event and Fireworks went well.

## **VIII. BOARD COMMENTS AND REPORTS**

Kathy Paulsen asked Murray questions about the I-44 trailhead technical advisory committee meeting and why it wasn't open to the public. Murray and Steve Coates addressed her questions and explained the difference between a staff meeting and a meeting that is open to the public.

## **IX. ADJOURNMENT**

Adjourned at 7:47pm.

DRAFT

**MAINTENANCE REPORT FOR  
JULY AUGUST 2019  
For the period July 16 through Aug. 18**

**MITCHELL PARK PLAYGROUND:**

The play equipment and subsurface is complete and ready for rubber surfacing, scheduled for the week of Aug. 12. The equipment should be available to the public by the end of the week Aug 23.

**IRRIGATION PROJECT:**

We have water on and programming in place on ball diamond 4. We signed a Change Order recommendation from the installer that essentially eliminated gaps of coverage which had been removed from the original design. The electric, pump, and controller are all wired and functioning. Contractor plans to begin on ball diamond 5 on Aug. 19.

**BACKGROUND PREP FOR GTF:**

I have ordered the following equipment to date: radios, toilets/sinks, golf carts, sanitation permit in hand as are other seemingly minor supplies which are essential. Signage is being finalized, as are many other minute details.

**FLOOD WATER FINALLY DRIED UP:**

The last of the remaining pools of backwater have just about dried up. At Emmenegger, the 'ballfield' has finally evaporated leaving an acre sized mud flat. At Greentree, the last remaining low spots have evaporated leaving the same. Indigenous vegetation will fill it in with 'green' which will suffice for the time being. We have seen a few trees fall over due to decay and saturation but nothing that has posed any kind of real inconvenience or safety issue to date.

**SUMMER HELP ALL BACK TO SCHOOL:**

All our part time employees for the summer months have returned to their studies, leaving the fulltime folks to cover until next May. 2 returned to KHS, 1 to Pepperdine, 1 to St Louis Univ post-grad, and one to Lindenwood. It was a fairly eye-opening experience for 3 of them. I expect a couple of them to return next season.

**TREE WORK PRIOR TO GREENTREE:**

We have begun removals throughout the park system. We will move into deadwooding during the next couple of weeks here in Kirkwood Park.

**REPLACEMENT LIGHTING AT AMPHITHEATER:**

We will be replacing the 4- 500w floods that light stage and seating at the amphitheater. We are going with an LED version of the existing fixtures that will outlive the facility.



Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	27	20	25	63	64	28	61						288
Public Contacts	160	137	143	202	225	238	173						1278
PD/FD Assist	3	3	6	3	7	6	5						33
PD Dispatched Calls	0	4	3	1	8	8	4						28
Interpretive	0	0	0	0	0	0	0						0
Reported Maint.	0	4	1	2	3	8	4						22
Injuries	0	0	0	1	1	0	2						4
Wildlife Related	0	0	2	0	1	0	1						4
Recovered Property	2	2	1	1	3	5	5						19
First Aid	0	0	0	0	1	1	1						3
Missing Persons	0	0	1	1	0	1	0						3

# Summary of Activities

Nothing special to report for July.



# Monthly Volunteer Report

## Monthly Service Summary:

YTD Service Hours: 1502

Number of Unique Episodic Volunteers: 13

Number of Unique Weekday Volunteers: 16

Number of Volunteer Events: 3

Adopt-a-Park Volunteer Events: 9

Adopt-a-Park Volunteer Hours: 8

Monthly Volunteer Hour Total: 323

July | 2019

## Upcoming Events:

September 13-15:  
Greentree Festival

September 28: Overlook  
Railing Painting at Quarry  
Park

October 5: Hands on  
Kirkwood

## Recruitment:

-The fall recruitment materials, including registration databases, are currently being developed for the Greentree Festival, bi-monthly weekend events, and for the Honeysuckle Hackathon.

-A neighboring resident by Monfort Park has begun weeding the park's flower beds and may enlist fellow neighbors to help with horticulture activities.

## Event Recap:

-Five volunteers from the Target store painted the GTF stage panels.

-Six volunteers finished clearing the hillside along the right-side of the trail in Quarry Park.

-Ten volunteers weeded, swept the paths, and more at Avery Park.

## Other Notes:

-Ann Larkin, a volunteer from Jefferson County, participated in one of the honeysuckle removal events. She is planning on using our removal model to begin a volunteer removal program in Jefferson County Park.

-St. Louis ARC volunteers RJ, Austin, and Lauren completed their service hours at the end of June.





# Kirkwood Parks

## Weekend Volunteer Calendar

Make Kirkwood's parks an even better place to play!

There are many ways to register to join a weekend volunteer event: call (314) 984-5993, email [kparkv@kirkwoodmo.org](mailto:kparkv@kirkwoodmo.org), or register online at [www.kirkwoodparksandrec.org/volunteer](http://www.kirkwoodparksandrec.org/volunteer).

### September →

13-15 Kirkwood Greentree Festival | Kirkwood Park | 111 S. Geyer Road | Register for a shift at <http://bit.ly/2MABAgv>.

28 Overlook Railing Painting Party | Quarry Park | 8:30-11:30 am | 1703 Marshall Road

### October →

5 Hands on Kirkwood Honeysuckle Removal | Kirkwood Park | 9:30 am-12:30 pm | 111 S. Geyer Road

12 Wetland Bridge Staining Project | Greentree Park | 8:30-11:30 am | 2202 Marshall Road

21-26 Honeysuckle Hackathon | Quarry Park | 1703 Marshall Road | Multiple shifts available between 8:00 am-6:30 pm. Register for a shift at <http://bit.ly/2yA89Da>.

### November →

9 Bush Honeysuckle Removal | Quarry Park | 8:30-11:30 am | 1703 Marshall Road

16 Fall Flower Bed Clean Up | Kirkwood Park | 8:30-11:30 am | 111 S. Geyer Road

## Volunteer with Us!

(314) 984-5993

[kparkv@kirkwoodmo.org](mailto:kparkv@kirkwoodmo.org)

[www.kirkwoodparksandrec.org/volunteer](http://www.kirkwoodparksandrec.org/volunteer)

