



**KIRKWOOD PARK BOARD
MONDAY, MARCH 18, 2013
KIRKWOOD COMMUNITY CENTER
111 S. GEYER ROAD, ROOM 202
MEETING MINUTES**

In attendance: Alan Hopefl, Tom Riggs, Steve Coates, Carl Eklund, Kirk Hutchison, John Baker, Carol Gilster

Staff: Murray Pounds, Curt Carron

Excused: Lisa Balbes, Rick Bagy

Park Board meeting convened at 7:05 p.m., chaired by Alan Hopefl.

I. CITIZEN COMMENTS

Mary Sinnett
208 Couch Ave

Mary Sinnett said she does not want an emergency communication tower in her back yard.

Murray Pounds said he would have an update on the emergency communication tower later in the meeting.

II. APPROVAL OF FEBRUARY 25, 2013 PARK BOARD MEETING MINUTES

Motion made by Tom Riggs to approve the amended February 25, 2013 Park Board Meeting Minutes, seconded by Steve Coates.

All approved. Motion passed.

III. COMMITTEE REPORTS

There were no committee reports.

IV. OLD BUSINESS

a) Emergency Communication Tower Proposal Update

Murray reported the borings have been made and in two of three bore holes "refusal" was met at 19'. Murray does not know what the impact of this finding will be. This is the only new information that Murray has regarding the emergency communication tower proposal. If and when a tower site is finalized in Kirkwood there will be some kind of a public forum with the Emergency Communications Commission where residents can ask questions and express opinions on the subject. It is not known where or when this would happen.

Murray Pounds indicated there is still a lack of information on this project. It is not known if the site in Kirkwood Park is suitable for the emergency communication tower, or why that site might be necessary. Murray said he does not know if it is possible to refuse to accept the project. Sunset Hills offered alternative sites and tabled the proposal to place a tower in Sunset Hills.

b) Status of Downtown Kirkwood Planting Area Proposal

Curt Carron and Pete Laufswailer met with the City Council met on Thursday and discussed the Downtown Kirkwood Planting Area proposal.

Curt agrees with moving forward with the plan and project. The Downtown Kirkwood planting program will be a one year experiment. In addition to planting areas along Argonne and Jefferson the Parks Department staff will be taking care of the City Hall grounds and the flower pots along Kirkwood Road from Bodley to Woodbine. This project will involve significant time and effort for Curt and Pete as well as additional staff to be hired.

V. NEW BUSINESS

a) Approval of Fiscal Year 2013-14 Park Fund Operating and Capital Budget

Motion made by Kirk Hutchison to approve the Fiscal Year 2013-14 Park Fund Budget, to include \$1,546,100 in revenue and \$1,596,392 in capital and operating expenses. Motion seconded by Carl Eklund.

All approved. Motion passed.

b) Approval of Re-Appropriation of Fiscal Year 2012-13 Capital Projects

Motion made by Kirk Hutchison to re-appropriate \$16,000 for Project PF1309, Walker Lake Phase 4 Planning, in account 201-5101-452.75-09, and \$45,000 for Project PF1310, Greentree Park Prairie/Wetlands Planning in account 201-5101-452.75-09. Motion seconded by Tom Riggs.

All approved. Motion passed.

c) Approval of FY2013-14 Mowing Contract

Motion made by John Baker to approve the mowing contract for outlying parks with Outdoor Solutions for \$27,310. Motion seconded by Kirk Hutchison.

All approved. Motion passed.

d) Approval of FY013-14 Goose Control Contract

Motion made by Kirk Hutchison to approve the contract for goose control in Kirkwood Park with Another Wild Goose Chase for \$4,500. Motion seconded by Carol Gilster.

All approved. Motion passed.

e) Approval of FY2013-14 Backhoe Lease

Motion made by Carol Gilster to approve the FY2013-14 Backhoe Lease with Fabick Cat for \$9,400.
Motion seconded by Carl Eklund.

All approved. Motion passed.

f) Discussion of Food Truck Policy

Murray included in the packet a draft of a policy and application form intended to try to regulate the operation of food trucks. The policy is formulated in part by discussions with representatives of the St. Louis Food Truck Association and the operator of the park concession stand. Murray said he thinks there is an opportunity to provide a real service to park patrons, enhance some of our activities and realize additional revenue for the park fund.

Each food truck would have to submit an application seeking permission to operate in any Kirkwood Park. Separate fees will be payable for each date requested. A fee of \$100 per day will be required for each day a food truck unit operates in a Kirkwood Park. Fees charged may be increased during special events, such as the 4th of July.

Some of our activities would be the concerts in the amphitheater, the races at Greentree Park or special events such as the July 4th fireworks display. The food trucks would provide us with variety of foods.

The number and type of food truck authorized to operate on any specific day may be limited in the total discretion of the Director of Parks and Recreation.

All food trucks in addition to having permission from the Kirkwood Parks and Recreation Department must have a permit issued by the St .Louis County Health Department.

All food truck operators will be required to submit a Certificate of Insurance, naming the City of Kirkwood as an additional insured party for a minimum of \$1,000,000.

Some of the questions and concerns from the Park Board members were the trash. Who would take care of the trash? Would the trucks take their own trash? This would need to be put in the policy. What about cooking oil and charcoal disposal? The disposal of cooking oil and charcoal would have to be put into policy also. Refunds were also brought up. If a food truck cancels 7 days in advance will they get a full refund? Should we try to reschedule with advance notice?

The Park Board members said we need to resolve some of the issues discussed before approving the Food Truck Policy.

Kirk Hutchison made the motion to table the Food Truck Policy until April's Park Board meeting.
Steve Coates seconded the motion.

All approved. Motion passed.

g) Maintenance Report

A copy of the Monthly Report for March 2013 was included in the Park Board packet for period February 25 through March 17.

Curt Carron went over the maintenance report with the Park Board members.

The Emmenegger Park women's restroom renovation is nearing completion. The men's room will be renovated in the same manner but should take less time due to fewer fixtures being involved. The exterior of the facility will be painted and roofed later this spring as the temperatures allow.

Approximately 21 tons of salt was used to combat the 5-6 inch snow in late February and early March. The crew was divided into shifts and all snowfall was removed from the roads and parking lots in a 36 hour period. The salt usage is split 66/33 with the Recreation division paying 2/3 of the material cost.

Curt said he picked up some growth tarps to aid in growing grass in large areas. The tarps were purchased at a discount of about 50% due to some minor tears in the fabric.

Recent vandalism at Meacham Park Memorial Park was repaired in part this week. One full section of fence surrounding the basketball court was knocked over and had to be re-attached.

VI. DIRECTOR'S REPORT

The Walker Lake Phase 3 construction project should be completed in about 4 weeks if the weather cooperates.

There are some Grant opportunities for Walker Lake Phase 4. Up to \$5,000 may be available for planning purposes and additional funds may be available for construction. Walker Lake Phase 4 planning should start late in the summer.

A potential Eagle Scout Project is to put a wood chip trail at Fireman's Park. The Fireman's Park is behind the Fire House on Big Bend. It consists of 3 ½ acres. The trail would not be ADA compliant. Curt said the trail would not require very much maintenance and would not be an issue.

The Park Board members said they would like for the scout to come to the April Park Board meeting and discuss the project. The scout also could consult with Steve Coates since Steve is very knowledgeable in trail building.

Murray asked the Park Board members if the October 21, 2013 meeting could be changed to October 28, 2013 due to a schedule conflict.

The Park Board members in attendance agreed October 28, 2013 will work for the October 2013 Park Board meeting.

VII. BOARD MEMBER COMMENTS AND REPORTS

Alan Hopefl reminded everyone of the elections at the April meeting.

Alan also reminded everyone of the Emmenegger Nature Walks. March 30th will be held at the Quarry Park-Geology Hike. April 6th will be at Emmenegger Park-Spring Wildflower Hike. April 13th will be at Emmenegger Park-Mushroom Hike. April 20th will be at Emmenegger Park-Bird and Butterfly Walk. The hikes all start at 10:00 a.m. There are usually 10-12 people and the hikes are very informative.

VII. ADJOURNMENT

Meeting adjourned at 7:55 p.m.