



**KIRKWOOD PARK BOARD
MONDAY, MAY 20, 2013
KIRKWOOD COMMUNITY CENTER
111 S. GEYER ROAD, ROOM 202
MEETING MINUTES**

In attendance: Alan Hopefl, Tom Riggs, Carl Eklund, Steve Coates, John Baker

Staff: Murray Pounds, Curt Carron

Excused: Lisa Balbes, Rick Bagy, Kirk Hutchison, Carol Gilster

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

I. CITIZEN COMMENTS

None

II. APPROVAL OF APRIL 15, 2013 PARK BOARD MEETING MINUTES

April 15, 2013 Park Board Meeting Minutes accepted.

John Baker-abstained

The meeting moved to New Business.

V. NEW BUSINESS

a) Request for Fee Reduction for Meacham Park Homecoming

A letter from Joe Humphries, President of the Meacham Park Annual Homecoming was given to the Park Board members in attendance.

Bob Patterson, Gloria Parker and Colleen Moore members of the New Meacham Park Homecoming Committee introduced themselves to the board.

Mr. Patterson said they came to the Park Board meeting to request a relief of the six hundred and seventy five dollar fee being charged for the use of the park grounds, trash pickup and various extras needed for the Meacham Park Annual Homecoming event which is scheduled for June 1, 2013. He said their funds are low.

Murray told Mr. Patterson the Kirkwood Parks Department has to bring in equipment and special services for this event. We have to bring in staff on an overtime basis to pick up trash that evening. The park crew delivers 10 tables that weigh 200 pounds and do the set up for this event. They also deliver a dozen or more trash cans. The event is usually over at 7:00 pm and then the park crew is assigned to pick

up the trash accumulated during the event on Saturday evening. This is done on an overtime basis. There are usually about 1500-2000 people that attend this event. Murray said we do charge fees to other groups that need special services for their events. There will be a run in June at the Kirkwood Park that will have special event charges.

Colleen Moore with the Meacham Park Homecoming told Murray and Curt she would like to have an itemized bill for the Kirkwood Park services and staff overtime. Ms. Moore asked if there was anything the Park Board could do for the Homecoming event. She said they do not have a sponsor and have to pay for the band. The Park Board said they would review the situation to see if any costs could be reduced.

A motion was made by Carl Eklund to table this request until the June Park Board meeting. Tom Riggs seconded the motion.

All approved. Motion passed.

III. COMMITTEE REPORTS

a) Trail Committee

The report was included in the Park Board packet. The committee met on Monday, May 13, 2013.

The meeting was held to interview members of the planning team for the proposed pedestrian/biking plan to be conducted by Trailnet. A Power Point presentation was made highlighting various aspects of the Trailnet planning process.

After the presentation and interview the committee is recommending that an application be submitted for the grant to complete the plan. The committee also recommended asking for financial participation from the City's Public Works Department to pay for the City's share of the study.

Tom Riggs said we should contact the School District and see if they might help with the funding. Carl Eklund said the park staff would have to coordinate the background work and set up any discussions and he had concerns about the time involved. Murray Pounds said the park staff would be comfortable in handling the background work and setting up discussions. Murray said he would talk to the School District regarding funding.

V. NEW BUSINESS

b) Consideration of Greentree Park Planning Proposal From SWT Associates

A "Request for Qualifications" process was initiated in order to select a design team to work on the Greentree Park Prairie/Wetlands project. Four responses were submitted including SWT Design, Planning Design Studio, Loomis and Associates, and Lewisite's Landscape Architects. After reviewing the qualifications of the four design teams it was determined by the selection committee that the best qualified team for this work is SWT.

Motion made by Steve Coates to accept the proposal from SWT Design to complete a schematic design process for the Greentree Park Prairie/Wetlands project at a not to exceed price of \$16,360 for the work and reimburseable expenses, seconded by Carl Eklund.

All approved. Motion passed.

c) Consideration of Selection of Horner & Shifrin, Inc. for Storm Water Projects Design Services

“Requests for Qualifications” were solicited from civil engineering firms to work on the Monroe Creek and Greentree Park Creek bank issues. Three companies, Horner & Shifrin, Inc., HDR Engineering, Inc. and St. Charles Engineering & Surveying Inc., submitted their qualifications. After reviewing their qualifications, the selection committee determined that Horner and Shifrin was the best qualified firm to do this work

A motion was made by John Baker to have Horner and Shifrin provide storm water design service on an as needed basis under the terms/conditions, rates and liabilities required by the City. Proposals will reflect labor rates as established by Horner & Shifrin. Motion seconded by Tom Riggs.

All approved. Motion passed.

d) Consideration of Proposed Bylaw Change To Designate Starting of Term of Office for Park Board Officers

Consideration of the Proposed Bylaw Change to Designate Starting of Term of Office for Park Board Officers is tabled until the June Park Board meeting.

Maintenance Report

The monthly report for May 2013, for period April 16 through May 19 is included in the Park Board packet.

Curt went over the report with the Park Board members in attendance.

Greentree Park-Gravel Lot	Recycling at Lions/Sugar Creek Pavilions
Meramec River Activity	Irrigation Systems
Phase 3 Progress	Embattled Softball Season to Date
Horticulture Activities	KPAC and Volunteer Activities

Curt discussed the new rainout product that is being used on the park fields to help dry them out faster after rain.

DIRECTOR’S REPORT

Murray Pounds reported Walker Lake has the lights in and a walk through will be done on Thursday. We have had positive comments on the lake.

Rebidding of the Walker Lake Phase 4 project is underway.

Request was received from MoDOT to access the 1-44 Bridge over the Meramec River at the old pool property in order to conduct geotechnical studies for possible replacement of the bridges. This would involve bringing in a boring rig through the old swimming pool area of Emmenegger Park. An agreement would have to be drawn up that would cover any damage to the park.

A request from the Police Dept. has been received to conduct Police/Canine unit training at Emmenegger Park. The training will take place primarily in the open field next to the old pool site.

VII. BOARD MEMBER COMMENTS AND REPORTS

John Baker asked if there was any rededication plans for Walker Lake. Murray said they would plan for a rededication within the next two weeks. It will be a simple ribbon cutting dedication ceremony.

Tom Riggs commented on the Meacham Park Annual Homecoming event. He was trying to think of anything we could do to help cut costs. Alan Hopefl said we will address the Homecoming event at the June meeting.

Murray said there is a swim meet scheduled on June 17, the night of our next Park Board meeting and wanted the park board members to be aware of the parking situation.

VII. ADJOURNMENT

Meeting adjourned at 8:05 p.m.