



**KIRKWOOD PARK BOARD
MONDAY, JANUARY 25, 2016
KIRKWOOD COMMUNITY CENTER
111 S. GEYER ROAD, ROOM 202
MEETING MINUTES**

In attendance: Scott Stream, Steve Coates, David Hufford, Kirk Hutchison, Kate LeGrand, Kara Wurtz

Absent: Rick Bagy, Tom Riggs, Wallace Ward

Staff: Murray Pounds, Peter Laufersweiler

Park Board meeting convened at 7:05 p.m., chaired by Scott Stream

I. CITIZEN COMMENTS

Gwyn Wahlmann 1002 West Adams

Gwyn thanked the Park Department for the hard work they have put in to address flood damage to Emmenegger and Greentree parks.

Gwyn told the Park Board she thinks a comprehensive regional re-evaluation is needed in order to protect our parks from future flooding and keep Emmenegger's floodplain capabilities.

Linda Fenton, 161 N. Signal Hills

Linda discussed the flooding at Greentree.

Mark Zimmer, 1245 Missouri

Mark introduced himself to the Park Board and told the members in attendance he was running for City Council and he wanted to learn a little more about the Park Board.

Mayor Art McDonnell

Mayor Art McDonnell thanked the staff for their phenomenal work cleaning up the flood areas at Emmenegger and Greentree Parks.

Scott Stream congratulated Kirk Hutchison for being honored as the Kirkwood-Des Peres Area Chamber of Commerce Citizen of the Year.

I. APPROVAL OF DECEMBER 14, 2015 MEETING MINUTES

Motion made by David Hufford to approve the December 14, 2015 Park Board minutes, seconded by Kirk Hutchison.

All approved unanimously. Motion passed.

III. COMMITTEE REPORTS

a) Finance Committee

Kirk Hutchison reported the Finance Sub-Committee met on Thursday, January 21, 2016 at 8:00 a.m. at the Kirkwood Community Center. The committee report is included in the Park Board packet.

John Adams, Director of Finance was at the meeting and reviewed the five year record for revenue received for the park property tax and fund balance.

Kirk said the budget looks good.

Murray Pounds reported there will be a Public Hearing on the Budget at the next Park Board meeting in February and the budget will be considered for approval at the March meeting.

IV. OLD BUSINESS

Murray reported to the Board the Municipal Park Grant Commission awarded a \$525,000 improvement grant for Fillmore Park.

The first step is to recruit a design team. A Request for Expressions of Interest will be sent to several firms.

Murray said the planning process could involve a meeting with neighbors of Fillmore Park to confirm the intent of the conceptual plan. He said the hope would be to start the planning process in April, with a construction start in the middle of July. The project should be a four or five month construction period.

Scott Stream said this is excellent news.

V. NEW BUSINESS

a) Consideration of Bids for Monroe Creek Bank Stabilization Project.

The project as it stands is currently underfunded. There is a need to add about \$15,000 to the project based on the following factors:

Owner's representative services	\$ 5,939
Project Bid amount	\$29,111
Contingency amount	<u>\$ 2,139</u>
Subtotal	\$37,189
Less remaining project balance	<u>\$22,189</u>
Funding requirement	\$15,000

Murray reported it is possible to find enough surplus funds within the operating portion of the budget to cover this amount.

Steve Coates made a motion to transfer to account 201-5101-452-7503, Project PF1601 from the following accounts and seconded by Kara Wurtz:

201-5101-452-1101	Full Time Salaries	\$5,000
201-5101-452-2101	Health Insurance	\$2,000
201-5101-452-2302	Pension	\$3,000
201-5101-452-2304	Deferred Compensation	\$1,000
201-5101-452-3110	Miscellaneous Contractual	<u>\$4,000</u>
		\$15,000

All approved unanimously. Motion passed.

Murray also requested that the Board approve entering into a contract with Ideal Landscape to complete the Monroe Creek Bank Stabilization project at a cost of \$29,111.00.

A motion was made by Steve Coates accepting the bid of Ideal Landscape Group to complete the Monroe Creek Bank Stabilization project at a cost of \$29,111.00 and establishing a contingency amount of \$2,139.00 to be charged to account 201-5101-452-7503, Project PF1601. The motion was seconded by Kate LeGrand.

All approved. Motion passed.

b) Approval of Owner's Representative Contract for Monroe Creek Bank Stabilization Contract

Kara Wurtz made a motion to approve the Horner and Shifrin proposal for Owner's Representative Services for the Monroe Creek Banks Stabilization project, to be charged to account 201-5101-452-7503, Project PF6101 for a not to exceed amount of \$5,939.00 and seconded by Steve Coates.

All approved unanimously. Motion passed.

c) Transfer of Funds to Part Time Salary Account

Due to higher hourly rate and number of hours being worked by the new volunteer coordinator, Kylie Christanell, Murray informed the Park Board the account for part time salaries is underfunded. At the same time, the full time salary account is overfunded so the required funding for part time salaries can be taken from that account.

Motion made by Kirk Hutchison to transfer \$3,500 from account 201-5101-452-1101 to account 201-5101-452-1102 and seconded by Kate LeGrand.

All approved unanimously. Motion passed.

d) Meramec River Flood Recovery

Murray and Pete Laufersweiler made a presentation on the Meramec River flood damage in Emmenegger and Greentree Parks. The Meramec crested at 44.1' on December 31, 2015. Peter reported to the Park Board about the cleanup the park crew has been doing. Murray reported there is some hope that federal disaster relief funds may be available to assist with getting repairs made.

VI. SUPERINTENDENT OF PARKS REPORT

The Maintenance Report for period December 12th through Jan 22, 2016 is included in the report.

Peter Laufersweiler went over the report with the Park Board. Pete described the damage to Greentree Park and Emmenegger Park and how the cleanup is going.

Pete's report also covered the Scouts installing the new trail going along the creek from Adams to the low water crossing on Monroe, honeysuckle removal, and the first snow of the season.

Murray thanked Pete Laufswailer and David Lavelly and crew for their work with the cleanup process from the flood damage.

VII. DIRECTOR'S REPORT

- Murray reported the Greentree Park Prairie project is going well.
- The Theatre and Community Center study is moving forward.
- Missouri Park and Recreation Association State Conference is being held from February 23-25 of February. Peter Laufswailer will be doing a presentation on the Kirkwood Park Storm Water Plan. Please let Murray know if anyone on the Park Board is interested in attending the MPRA conference.

BOARD COMMENTS AND REPORTS

IX. ADJOURNMENT

Kirk Hutchison made a motion to adjourn at 8:15 p.m., seconded by Steve Coates.

All approved unanimously. Motion passed.

