



Park Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

A G E N D A

PARK COMMISSION MEETING

HEMAN PARK COMMUNITY CENTER (HPCC), 975 PENNSYLVANIA

TUESDAY, MAY 16, 2017 – 6:30PM

1. Roll Call
2. Approval of Minutes from April 26, 2017 meeting
3. Citizens' comments: Comments limited to 5 minutes. A comment form must be filled out by anyone wishing to speak. General comments may be made at this time. Comments related to specific agenda items may be made at this time or at the time the agenda item is discussed.
4. Department Reports
 - a. Public Works and Parks Operations – informational
 - b. Public Works and Parks Projects – informational
 - c. Community Development/Recreation Division – informational
5. Council Liaison Report
6. Individual Park Reports
7. Unfinished Business
 - a. Storybook Walk
 - b. Signage for Lewis Park
 - c. Budget
8. New Business
9. Citizens' comments: Comments limited to three (3) minutes. A comment form must be filled out by anyone wishing to speak.
10. Adjournment

Enclosures:

- Draft – April 26, 2017 Park Commission Meeting Minutes
- Monthly Reports for April 2017
 - Park Maintenance/Forestry/Golf Maintenance
 - Parks Projects
 - Ruth Park Golf Course
 - Recreation Division Monthly Reports

*For more information regarding the Park Commission, please contact
Chris Kalter, 314-505-8548 or email
ckalter@ucitymo.org*



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MINUTES OF THE PARK COMMISSION

HEMAN PARK COMMUNITY CENTER (HPCC), 975 PENNSYLVANIA
WEDNESDAY, APRIL 26, 2017

The meeting was called to order at 6:31pm.

Present:

Clarence Olsen

Kathy Standley

Luther Baker

Jason Sparks

Steve Goldstein, Park Commission Vice President

Ed Mass, Park Commission President

Ewald Winker, Park Operations Superintendent

Chris Kalter, Project Manager

Paulette Carr, Council Liaison

1. Minutes from March 21, 2017 meeting were approved as corrected. Steve Goldstein moved to approve the March 21, 2017 minutes, Kathy Standley seconded, vote taken – all approved.
2. Special note: Commission meetings will be audio recorded and filed on the city website.
3. We welcomed Jason Sparks to the Park Commission.
4. Citizens' comments:
 - None
5. Department Reports moving forward will not be given unless special items need to be discussed. Park Commission members are to review prior to meeting.
 - New sign up at Greenway South.
6. Council Liaison Report:
 - Paulette Carr updated us on council items.
 - Budget will be made public May 1st.
7. Individual Park Reports were provided by the Commission. Moving forward Park Commissioners are to email their monthly park reports to Ewald Winker. Individual reports will not be given unless special items need to be discussed.
 - Kaufman Park final construction walkthrough this week.
 - Fogerty Park change orders coming for grading work at pavilion.
8. Old Business:
 - Greensfelder Basketball Steve Goldstein moves to defer basketball project until July Park Commission meeting. Luther Baker seconds. Vote taken all approve except Jason Sparks who opposes. Motion passes.
9. New Business:
 - Arbor Day – Tree plantings in University City will take place along Mona Trail. All trees planted will be native species, number will be about 20 total. Ewald Winker plans to be present during tree plantings.
 - Steve Goldstein moves to approve tree plantings along Mona Trail so long as trees are a minimum of 20'-0" from edge of trail. Ed Mass seconds. Vote taken. All approve.
 - Next year the Forestry Department will approach the Park Commission about the selection of a tree planting site early in the design stage.
 - History of Lewis Park sign mockup will be forwarded to commissioners.

- Park Commissioners to review the Parkview Gardens Master Plan – Park relevant sections before the next monthly meeting. We will discuss validity of pursuing those park improvements and / or updating the plans for those parks.

10. Citizens' comments:

- None

The meeting was adjourned at 8:36pm.

Monthly Report for April 2017

Park Maintenance

Mowing, trimming, herbicide application, restroom cleaning, rubbish and litter removal were the main activity of the month.

Returned water service to park restrooms, drinking fountains and irrigation systems; plumbing & restroom fixture repairs were made as needed. Water line leaks were repaired at

Basketball and tennis courts were cleaned and nets replaced where needed.

Performed eight park inspections and made needed repairs.

Picnic pavilion lights and timers were serviced.

Cleaned storm sewer drain covers prior and during 8" rain event April 28 and 29th.

The basins at Rain Man and Memorial Fountains were painted

Continued weekly residential mulch deliveries

Repaired mechanical gate at the mulch recycling area in Ruth Park

Completed spring cleaning and sweeping of public alleys

Began brush removal along the Shaftesbury ROW, mechanical issues interrupted completion.

Removed algae from Lewis Pond

Began dirt backfill work along the sidewalk on the west side of Kaufman tennis courts

Spring athletic field maintenance continued when ground conditions allowed; installed base anchors on the softball fields at Millar Park for men's softball league; and repaired the scoreboard at Jack Buck Field.

Assisted street division with the removal of standing water at the Ruth Park Recycling Area, and constructed berm on City owned lot adjacent to 1131 Wilson.

Forestry and Gardening

Forestry crews continued street tree pruning, removal and planting.

Gardening work included lawn fertilization, grass seeding, and planting bed clean up; mulching; filling ruts; and pruning of small trees in the parks and greenways.

Stumps removed 2

Lighting

Performed weekly street light inspections and reporting, made repairs on the Olive and Civic Plaza pedestrian lights.

Refocused the flood lights shining on Chuck Berry statue in Ackert Plaza

Heman Pool

Deep end of pool was pumped dry and cleaned

Removed deteriorating water slide in the wading pool

Centennial Commons

Backfilled trench around the perimeter of gym where the foundation was sealed by contractor

Golf Course

Assisted maintenance staff with the aerating of greens

Replace PA system at the golf shop

Installed ball picker bracket on the front end of new unit

Specials

Assisted U.C.I.B. with plant delivery for their annual plant sale

Installed and/or removed promotional banners for UCB Plant sale, Solid Waste Bulk Collection, Pet Clinic, Taste of U City and picked up Fair U City banners from printer.

Delivered leaf mulch and assisted with bench installation at Hanley and Washington for U City in Bloom

Assembled John Sweeney memorial park bench

Removed deteriorating wood sculptures on Oakbrook Island

Delivered wood chips to the garden at Flynn Park School

Assisted with cleanup following SHED/Community Development county assistance program

Delivered bench and table to Greensfelder Park for Lions Against Litter event

April Goals Completed

Returned water service to park restrooms, drinking fountains, and irrigation systems; began full scale mowing activities, daily restroom cleaning and rubbish routes; prepared and maintained ball fields for spring play; continued pool start up maintenance and painting of lap lines; the completion of landscape and earth moving at Kaufman Tennis Courts and 1131 Wilson were not completed due to frequent rains and wet grounds.

May Goals

Ready Heman Pool for opening; install new water slide in wading pool; continue full scale mowing and herbicide applications; apply fertilizer at Heman Pool, Centennial Commons and City Hall grounds; continue LED light fixture replacement work; complete dirt moving and landscape work at Kaufman Park and vacant lot adjacent to 1131 Wilson; and provide maintenance needs for block parties, special events, school picnics and field days.

Man Days

General outdoor maintenance	26%
General indoor maintenance	9%
Mowing, trimming & litter pick up	31%
Forestry	26%
Paid leave	8%

Full time 305.375

P/T Seasonal 20.4375



Department of Public Works and Parks

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

MEMORANDUM

TO: Park Commission
FROM: Chris Kalter – Project Manager Parks Projects
DATE: May 8, 2017
SUBJECT: Update on Parks Projects

Please see below for an update on all of the current park related projects for the Department of Public Works and Parks:



Fogerty Park (Phase 1 Improvements) – Playground equipment installation almost complete. Rain has been an issue. Additionally, Spencer contracting submitted change orders that delayed things. Things are moving forward again as of today. Safety Surface installation is anticipated starting Monday May 15th. Spencer Contracting stated that they felt they were still on schedule to complete the project by June 5th.



Kaufman Park Tennis Courts – Tennis courts are finished. Final walk-through was April 29th. Vee-Jay had a few things to finish off. Rain has delayed some of that work.

Millar Park Swing Set – Installation work is schedule for the end of May.

MONTHLY REPORT - April 2017
GOLF COURSE ATTENDANCE/REVENUE

Attendance	April 2017	April 2016	2016-17 Fiscal Year	2015-16 Fiscal Year	2017 Calendar YTD
Weekend Res	242	130	1,449	1,349	688
Weekend Non Res	660	708	5,713	5,965	2,219
Weekend Sr-Res	122	91	863	622	286
Weekend Sr-Non Res	103	124	899	1,023	295
Weekday Res	169	196	1,668	1,614	767
Weekday Non Res	1,001	1,086	9,281	10,422	3,335
Weekday Sr-Res	146	193	1,638	1,668	370
Weekday Sr-Non Res	190	286	1,803	1,493	568
Junior	37	54	370	518	116
Creve Coeur Res	33	32	348	343	108
Courtesy & Coupon	74	-	831	475	315
Play all day Res	2	12	104	52	25
Play all day Non Res	12	43	362	288	124
Total	2,791	2,955	25,329	25,832	9,216
Group Lessons	-	-	-	27	-
Pvt Lesson - Adult	10	-	19	19	15
Pvt Lesson - Child	3	-	12	0	7
Semi Pvt Lesson Ad	-	-	-	0	-
Semi Pvt Lesson Ad/Ch	-	-	-	0	-
Semi Pvt Lesson Ch	-	-	-	0	-
Semi Pvt Lesson Ch2	-	-	-	2	-
Pvt Lesson 5 Pkg	-	-	7	10	6
Total	13	-	38	58	28
Revenue					
Weekend Res	\$ 2,952.00	\$ 1,568.00	\$ 16,808.00	\$ 12,451.50	\$ 7,646.00
Weekend Non Res	\$ 9,933.00	\$ 10,789.50	\$ 84,783.90	\$ 68,990.50	\$ 31,242.90
Weekend Sr-Res	\$ 1,342.00	\$ 999.50	\$ 9,478.00	\$ 16,460.00	\$ 3,146.00

Weekend Sr-Non Res	\$ 1,224.00	\$ 1,439.00	\$ 9,089.00	\$ 6,885.00	\$ 3,524.00
Weekday Res	\$ 1,668.00	\$ 1,943.00	\$ 15,634.00	\$ 10,646.00	\$ 7,172.50
Weekday Non Res	\$ 12,701.50	\$ 13,550.00	\$ 104,623.50	\$ 110,996.00	\$ 40,498.50
Weekday Sr-Res	\$ 1,451.00	\$ 1,930.00	\$ 17,920.00	\$ 26,748.50	\$ 5,284.50
Weekday Sr-Non Res	\$ 2,086.00	\$ 3,143.00	\$ 35,331.50	\$ 13,936.00	\$ 6,223.00
Junior	\$ 317.00	\$ 477.00	\$ 3,314.00	\$ 7,237.50	\$ 1,028.00
Creve Coeur Res	\$ 353.00	\$ 353.00	\$ 3,797.00	\$ 3,470.00	\$ 1,155.00
Play all day Res	\$ 44.00	\$ 229.00	\$ 2,152.00	\$ 1,119.00	\$ 479.00
Play all day Non Res	\$ 280.00	\$ 1,161.00	\$ 9,597.00	\$ 6,349.00	\$ 3,458.00
Total	\$ 34,351.50	\$ 37,582.00	\$ 312,527.90	\$ 285,289.00	\$ 110,857.40
Group Lessons	\$ -	\$ -	\$ -	\$ 870.00	\$ -
Pvt Lesssons - Adult	\$ 366.00	\$ -	\$ 915.00	\$ 748.00	\$ 591.00
Pvt Lessons - Child	\$ 75.00	\$ -	\$ 505.00	\$ -	\$ 330.00
Semi Pvt Lesson Ad	\$ -	\$ -	\$ -	\$ -	\$ -
Semi Pvt Lesson Ad/Ch	\$ -	\$ -	\$ -	\$ -	\$ -
Semi Pvt Lesson Ch	\$ -	\$ -	\$ -	\$ -	\$ -
Semi Pvt Lesson Ch 2	\$ -	\$ -	\$ -	\$ 40.00	\$ -
Pvt Lessons - 5 Pkg	\$ -	\$ -	\$ 920.00	\$ 1,310.00	\$ 740.00
Total	\$ 441.00	\$ -	\$ 2,340.00	\$ 2,968.00	\$ 1,661.00
Cart Revenue					
Cart revenue - Pull	\$ 424.00	\$ 396.00	\$ 4,298.00	\$ 3,651.00	\$ 1,480.00
Cart rev - Motorized	\$ 10,803.00	\$ 10,289.00	\$ 103,258.50	\$ 81,850.00	\$ 36,065.50
Total	\$ 11,227.00	\$ 10,685.00	\$ 107,556.50	\$ 85,501.00	\$ 37,545.50
Other Revenue					
Shack-Range Sales	\$ 12,635.50	\$ -	\$ 32,891.75	\$ 52,762.00	\$ 19,646.75
Small Range Bucket	\$ 508.00	\$ -	\$ 1,902.00	\$ 1,767.50	\$ 1,100.00
Medium Range Bucket	\$ 889.00	\$ -	\$ 2,751.00	\$ 2,885.00	\$ 1,764.00
Large Range Bucket	\$ 910.00	\$ -	\$ 2,500.00	\$ 2,608.00	\$ 1,910.00
Teaching Bucket	\$ -	\$ -	\$ -	\$ -	\$ -
HS Practice Bkt	\$ -	\$ -	\$ -	\$ -	\$ -
E-Range Key Pack 1	\$ 1,100.00	\$ -	\$ 2,595.00	\$ 2,660.00	\$ 1,550.00

E-Range Key Pack 2	\$ 1,055.00	\$ -	\$ 3,380.00	\$ 2,250.00	\$ 2,480.00
E-Range Key Pack 3	\$ 1,400.00	\$ -	\$ 4,700.00	\$ 2,600.00	\$ 3,300.00
Total Range	\$ 18,497.50	\$ -	\$ 50,719.75	\$ 67,532.50	\$ 31,750.75
Miscellaneous		\$ -	\$ 4,369.39	\$ -	\$ 4,105.39
GHIN	\$ 77.00	\$ 90.00	\$ 487.00	\$ 239.00	\$ 457.00
Gift Certificate	\$ 193.00	\$ 50.00	\$ 1,559.00	\$ 2,730.00	\$ 1,032.00
Club Rentals	\$ 288.00	\$ 245.00	\$ 1,337.00	\$ 1,145.00	\$ 450.00
Club Repairs	\$ 288.75	\$ 437.50	\$ 2,568.55	\$ 1,299.70	\$ 1,555.55
Pro Shop Sales	\$ 7,666.92	\$ 3,976.24	\$ 42,453.24	\$ 23,300.81	\$ 21,923.52
Concessions	\$ 4,059.75	\$ 4,284.25	\$ 36,406.00	\$ 38,754.89	\$ 11,191.75
Total Other Revenue	\$ 12,573.42	\$ 9,082.99	\$ 89,180.18	\$ 67,469.40	\$ 40,715.21
Grand Total	\$ 77,090.42	\$ 57,349.99	\$ 562,324.33	\$ 508,759.90	\$ 222,529.86