



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, JUNE 19, 2018 – 6:30PM

1. Roll Call
2. Approval of Minutes from April 17, 2018 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
 - d. Park and Storm water Sales Tax Report – Informational
5. Council Liaison Report – New Liaison – Steve McMahon
6. Individual Park Reports
7. Unfinished Business
 - a. RPGC – Enterprise fund & Driving Range Lights
 - b. Subcommittee Report - Multi-Year Schedule of anticipated Equipment Replacement; and priorities for Capital Improvement Projects affecting Parks.
8. New Business
9. Citizens' comments: Comments limited to five (5) minutes. A comment form must be filled out by anyone wishing to speak.
10. Adjournment

Enclosures:

- Draft – May 15, 2018 Park Commission Meeting Minutes
- Monthly Reports for May 2018
 - Park Maintenance/Forestry/Golf Maintenance
 - Project Manager Report
 - Ruth Park Golf Course

*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 TUESDAY, MAY 15, 2018

The meeting was called to order at 6:32pm.

Present:

Steve Goldstein, Park Commission President
Clarence Olsen, Park Commission Vice President
Kathy Standley
Kevin Taylor
Jason Sparks
Carl Hoagland
Chris Kalter, Project Manager
Ewald Winker, Park Operations Superintendent
Lynda Euell-Taylor, Deputy Director of Recreation
Paulette Carr, Council Liaison
Tina Charumilind, Director of Finance
Sinan Alpaslan, Director of Public Works

1. Approval of meeting minutes from April 17, 2018 Clarence Olsen moves to approve, Carl Hoagland seconds. Vote taken. All approve.
2. Citizens' comments:
 - None.
3. Department Reports:
 - Reports presented.
 - Majerus park improvement project will be online again in July.
 - Lynda Euell-Taylor presented special event application. Park Commissioners requested that she review with city attorney. Lynda will present again in future.
4. Council Liaison Report:
 - Not provided.
5. Individual Park Reports:
 - No major items.
 - Kevin Taylor sending updated parking inspection template.
6. Park and Stormwater Sales Tax Review:
 - Tina Charumilind reviewed the history of the park and stormwater sales tax and how funds are used from the tax.
7. Unfinished Business:
 - RPGC – Enterprise Fund:
 - An enterprise zone was approved by council for the RPGC.
 - Subcommittee Report - Multi-Year Schedule of anticipated Equipment Replacement; and priorities for Capital Improvement Projects affecting Parks.
 - Carl Hoagland presented goals for subcommittee. Carl requested each commission member fill out park improvement recommendations and send for discussion.
 - Kathy Standley moves to adopt Park Commission Report - Multi-Year Schedule of anticipated Equipment Replacement; and priorities for Capital Improvement Projects affecting Parks. Clarence Olsen seconds. Vote taken. All approve.
8. New Business:
 - State of CIP FY19-23: Sinan discussed with commission.

9. Citizens' comments: None

10. The meeting was adjourned at 8:52pm. Clarence Olsen votes, Kevin Taylor seconds. Vote taken. All approve.

Monthly Report for May 2018

Park Maintenance

Mowing, trimming, litter removal and herbicide application operations accounted for 35% of the monthly manpower. Timely precipitation and warmer temperatures provided excellent growing conditions.

Ball fields were groomed and marked daily; tennis and basketball courts were cleaned bi-weekly

Performed eight park inspections and made needed repairs.

Several repairs to plumbing fixtures were made in the park restrooms, on drinking fountains and irrigation systems

Repaired center ornamental fountain and treated water for algae at Lewis Pond

Performed weekly resident mulch deliveries

A wind storm required several days of supplemental manpower to perform the cleanup with forestry staff

Worn playground swings and hardware were replaced at Heman and Rabe Parks

Forestry and Gardening

Gardening work for the month included special mowing task, tree pruning, small removals, and planter bed clean up and weeding. The Delmar Loop trees were trimmed; pits cleaned of weeds and sprayed. Applied fertilizer and weed control on athletic fields; City Hall, Centennial Commons and Heman Pool grounds. Forestry crews continued tree pruning, planting and removal operations along with considerable storm damage cleanup.

Lighting

Performed weekly street light inspections and reported outages to Ameren UE.

Replaced pedestrian light bulbs where needed on Delmar and Olive; performed a light meter reading and replaced a fixture with LED at Linden Avenue.

Heman Pool

Over 32 man days were required to ready Heman Pool for opening day. Work included: Draining pool and cleaning out debris/mud from return lines; acid washing; servicing and oiling pump motors; chlorine tank repairs, installation of lap lines and touch up painting; general cleaning, staff training, and grounds maintenance.

Specials

Delivered tables, benches, barricades and trash receptacles for special events at Our Lady of Lourdes Church, Alta Dena, Lion's against Litter at Centennial Commons, and City Hall for National Day of Prayer.

Provided park equipment and maintenance needs for the Memorial Day Run

Installed promotional banners for Memorial Day Run, Chamber North and South Block Party and Fair U City

Moved planters on Olive to more appropriate locations for U City in Bloom

Assisted library staff with the replacement of flag pole rope and changing the story book along the walk in Heman Park

Delivered park benches to local artist to be painted for U City in Bloom Olive beautification project

*May Goals Completed

Readied Heman Pool for opening; continued full scale mowing and herbicide applications; applied fertilizer at Heman Pool, Centennial Commons and City Hall grounds; provided maintenance needs and equipment for the Memorial Day Run, block parties, school picnics and field days.

June Goals

Continue full scale mowing and herbicide applications; provide maintenance needs for the Starlight and Summer Band concerts, Fair U City, and Block Parties; prepare ballfields for Rookie Redbird program; complete irrigation and drinking fountain repairs; complete storm damage cleanup from May storm and continue hazard tree removal and pruning operations.

Man Days

General outdoor maintenance	30%
General indoor maintenance	6%
Mowing, trimming & litter pick up	35%
Forestry	21%
Paid leave	8%

Full time 311.438

Contractual 30.25

PT/Seasonal 21.875



To: Sinan Alpaslan
From: James Crowe

Date: 6/11/18

Subject: **MAY FORESTRY REPORT**

Removed 37 trees up to May 27, 20 man-hours were spent on removals. Trees removed this fiscal year to that date 295.

Pruned 0 trees up to May 27, 64.5 man-hours spent on pruning. American Elms and Oaks were avoided because of the possibility of the wilt diseases. Trees pruned this fiscal year to date 1621.

On May 27 a storm over took the city. Immediately the forestry division went in to storm mode spending 13 total hours of overtime and the remaining days of the month on storm clean up. Three trees were completely uprooted or severely damaged and were removed, raising the total removals for the year to 298.

Gamma Tree completed the Emerald Ash Borer Abatement resulting in 98 Ash trees removed and 92 trees planted as replacements.

Related forestry work:

- 20 Loads of woodchips were taken to Ruth Park.
- 60 Loads of sweepings of bark and twigs were taken to recycle area in Ruth Park.
- 3.5 Load of logs on the crane truck taken to Heman Park.
- Picked up 210 fallen tree limbs and hanging branches.
- Performed daily chainsaw maintenance
- Assisted the Parks Maintenance division with the replacement of flagpole ropes at the library and at the memorial fountain.
- 85 man hours were spent in tree debris clean-up in the aftermath of May 27 storms.



DEPARTMENT OF PUBLIC WORKS AND PARKS; GOLF COURSE

To: Sinan Alpaslan

From: Ken Morgan

Date: 6/10/18

Subject: **MAY GOLF MAINTENANCE REPORT**

The main projects for the month were mowing and greens aeration.

Work Included:

Course Setup	6 days
Equipment Maintenance	2 days
#6 Tee Renovation	5 days
Office Work	1 days
Mulch Transportation	2 days
Hand Watering	2 days
Course Cleanup	3 days
Spaying	7 days
Mowing	23 days



Department of Public Works and Parks

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MEMORANDUM

TO: Park Commission
FROM: Chris Kalter – Project Manager Parks Projects
DATE: June 19, 2018
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:



Majerus Park (Phase 1 Improvements): Signed Contracts have been given to PDS to start work.

MONTHLY REPORT - May 2018
GOLF COURSE ATTENDANCE/REVENUE

Attendance	May 2018	May 2017	2017-18 Fiscal Year	2016-17 Fiscal Year	2018 Calendar YTD
Weekend Res	153	306	1,542	1,755	442
Weekend Non Res	877	803	5,831	6,516	1,847
Weekend Sr-Res	128	146	927	1,009	262
Weekend Sr-Non Res	125	143	930	1,042	238
Weekday Res	166	235	1,387	1,903	379
Weekday Non Res	1,777	1,507	9,974	10,788	3,506
Weekday Sr-Res	305	270	1,669	2,070	514
Weekday Sr-Non Res	377	378	2,352	2,181	669
Junior	50	55	416	425	108
Creve Coeur Res	64	44	468	392	117
Courtesy & Coupon	100	115	896	978	309
Play all day Res	6	7	47	111	11
Play all day Non Res	4	18	102	380	19
Total	4,132	4,027	26,541	29,550	8,421
Group Lessons	-	-	-	0	-
Pvt Lesson - Adult	11	4	30	23	14
Pvt Lesson - Child	-	-	-	12	-
Semi Pvt Lesson Ad	-	-	-	0	-
Semi Pvt Lesson Ad/Ch	-	-	-	0	-
Semi Pvt Lesson Ch	-	-	-	0	-
Semi Pvt Lesson Ch2	-	-	-	0	-
Pvt Lesson 5 Pkg	2	-	6	7	4
Total	13	4	36	42	18
Revenue					
Weekend Res	\$ 1,841.00	\$ 3,721.00	\$ 18,182.00	\$ 20,529.00	\$ 5,047.00
Weekend Non Res	\$ 13,137.00	\$ 12,079.00	\$ 85,752.00	\$ 96,862.90	\$ 26,733.00
Weekend Sr-Res	\$ 1,408.00	\$ 1,592.00	\$ 10,168.00	\$ 11,070.00	\$ 2,876.00
Weekend Sr-Non Res	\$ 1,484.00	\$ 1,705.00	\$ 11,120.00	\$ 10,794.00	\$ 2,835.00
Weekday Res	\$ 1,773.00	\$ 2,374.00	\$ 12,758.00	\$ 18,008.00	\$ 3,876.00
Weekday Non Res	\$ 22,137.00	\$ 19,213.50	\$ 128,512.50	\$ 123,837.00	\$ 43,534.00
Weekday Sr-Res	\$ 3,003.00	\$ 2,689.00	\$ 17,138.00	\$ 20,609.00	\$ 5,600.00
Weekday Sr-Non Res	\$ 4,019.00	\$ 4,148.00	\$ 25,058.50	\$ 39,479.50	\$ 6,567.00
Junior	\$ 423.00	\$ 493.00	\$ 3,526.00	\$ 3,807.00	\$ 747.00
Creve Coeur Res	\$ 689.00	\$ 479.00	\$ 5,013.00	\$ 4,276.00	\$ 1,250.00
Play all day Res	\$ 132.00	\$ 154.00	\$ 1,037.00	\$ 2,306.00	\$ 242.00
Play all day Non Res	\$ 108.00	\$ 486.00	\$ 2,753.00	\$ 10,083.00	\$ 513.00
Total	\$ 50,154.00	\$ 49,133.50	\$ 321,018.00	\$ 361,661.40	\$ 99,820.00
Group Lessons	\$ -	\$ -	\$ -	\$ -	\$ -
Pvt Lessons - Adult	\$ 410.00	\$ 180.00	\$ 1,250.00	\$ 1,095.00	\$ 545.00
Pvt Lessons - Child	\$ -	\$ -	\$ -	\$ 505.00	\$ -
Semi Pvt Lesson Ad	\$ -	\$ -	\$ -	\$ -	\$ -
Semi Pvt Lesson Ad/Ch	\$ -	\$ -	\$ -	\$ -	\$ -
Semi Pvt Lesson Ch	\$ -	\$ -	\$ -	\$ -	\$ -
Semi Pvt Lesson Ch 2	\$ -	\$ -	\$ -	\$ -	\$ -
Pvt Lessons - 5 Pkg	\$ 380.00	\$ -	\$ 1,120.00	\$ 920.00	\$ 750.00
Total	\$ 790.00	\$ 180.00	\$ 2,370.00	\$ 2,520.00	\$ 1,295.00
Cart Revenue					
Cart revenue - Pull	\$ 745.00	\$ 752.00	\$ 3,668.00	\$ 5,050.00	\$ 1,253.00
Cart rev - Motorized	\$ 18,200.00	\$ 17,041.00	\$ 108,959.00	\$ 120,299.50	\$ 30,712.00
Total	\$ 18,945.00	\$ 17,793.00	\$ 112,627.00	\$ 125,349.50	\$ 31,965.00
Other Revenue					
Shack-Range Sales	\$ 13,613.00	\$ 14,697.00	\$ 74,201.00	\$ 47,858.50	\$ 30,778.00
Small Range Bucket	\$ 860.00	\$ 896.00	\$ 4,456.00	\$ 2,798.00	\$ 1,752.00
Medium Range Bucket	\$ 1,015.00	\$ 1,232.00	\$ 6,601.00	\$ 3,983.00	\$ 2,653.00
Large Range Bucket	\$ 1,219.00	\$ 1,360.00	\$ 7,135.00	\$ 3,860.00	\$ 2,889.00
Teaching Bucket	\$ -	\$ -	\$ 110.00	\$ -	\$ -
HS Practice Bkt	\$ -	\$ -	\$ -	\$ -	\$ -
E-Range Key Pack 1	\$ 1,200.00	\$ 885.00	\$ 6,367.00	\$ 3,480.00	\$ 2,800.00
E-Range Key Pack 2	\$ 975.00	\$ 1,035.00	\$ 6,518.00	\$ 4,640.00	\$ 2,475.00
E-Range Key Pack 3	\$ 2,300.00	\$ 1,100.00	\$ 11,900.00	\$ 6,000.00	\$ 5,700.00
Total Range	\$ 21,182.00	\$ 21,205.00	\$ 117,288.00	\$ 72,619.50	\$ 49,047.00
Miscellaneous	\$ -	\$ -	\$ 398.00	\$ 4,369.39	\$ 14.00
GHIN	\$ 90.00	\$ 162.00	\$ 496.00	\$ 649.00	\$ 441.00
Gift Certificate	\$ 141.00	\$ 193.50	\$ 3,395.50	\$ 1,621.50	\$ 791.00
Club Rentals	\$ 204.00	\$ 268.00	\$ 1,254.00	\$ 1,605.00	\$ 438.00
Club Repairs	\$ 465.00	\$ 831.20	\$ 3,098.45	\$ 3,399.75	\$ 1,961.00
Pro Shop Sales	\$ 15,103.04	\$ 14,040.00	\$ 76,265.02	\$ 61,359.24	\$ 28,098.04
Concessions	\$ 246.00	\$ 417.50	\$ 14,849.00	\$ 32,480.75	\$ 1,784.00
Total Other Revenue	\$ 16,249.04	\$ 15,912.20	\$ 99,755.97	\$ 105,484.63	\$ 33,527.04
Grand Total	\$ 107,320.04	\$ 104,223.70	\$ 653,058.97	\$ 667,635.03	\$ 215,654.04

Heman Park Community Center

Monthly Report -May 2018

	May 2018	May 2017	2017-18 Fiscal Year	2016-17 Fiscal Year
Total Groups	31	39	310	330
Department Events*	15	11	123	122
Free Groups **	2	5	42	36
Attendance	2,469	3,651	20,903	30,263
Rental Fee	\$7,314.83	\$6,865.00	\$71,995.64	\$84,745.92
Food Preparation Fee	\$800.00	\$1,105.00	\$7,350.00	\$8,669.00
Totals	\$8,114.83	\$7,970.00	\$79,345.64	\$93,414.92
* Department Events				
May 2 / 8 / 16				
Municipal Courts				
May 9				
Public Works/Parks - Traffic Commission				
May 21				
Mayor's Office - Senior Commission				
May 15				
Public Works/Parks -Park Commission				
May 22				
University City Police Dept. - Focus Group Meeting				
May 10				
Public Works/Parks - Green Practices Commission				
Community Development - Arts & Letters Meeting				
May 22				
Finance Department - Pension Board				
May 17 / 21 / 30				
Community Development - Historic Preservation				
May 9				
Public Works/Parks - Urban Forestry				
May 17				
Finance Department - Human Relations				
** Free Events				
May 1				
Stormwater Task Force Meeting				
May 2 / 9 / 23				
Matter of Balance Senior Exercise				
May 12				
Recycling Event				

May 3 / 10 / 17 / 24 / 31				
ODB Weekly Meeting				
May 25				
MABOI Monthly Seminar				
May 15				
TIF Meeting				

**Centennial Commons
Monthly Report - May 2018**

	May 2018	May 2017	2017-18 Fiscal Year	2016-17 Fiscal Year
Attendance				
Daily Visit/ID Card Attendance	908	664	9,766	7,338
Membership Attendance	4,996	4,908	57,458	57,727
Program Attendance	742	91	15,057	15,660
Room Rentals**	1,170	1,091	12,752	14,214
Soccer Turf Rental Attendance	765	670	19,820	16,860
Totals	8,581	7,424	114,853	111,799
Daily Visit/ID Cards Sold	537	267	3,049	1,619
Memberships Sold	321	281	3,161	1,540
Revenue				
Cub Care	\$ 173.00	\$ 20.00	\$ 1,120.00	\$ 1,333.00
Daily Visits/ID Cards	\$ 6,924.00	\$ 4,335.00	\$ 62,952.82	\$ 40,434.00
Memberships*	\$ 26,273.00	\$ 22,938.50	\$ 201,985.52	\$ 193,971.25
Personal Training	\$ 4,225.00	\$ 6,195.00	\$ 50,995.50	\$ 64,975.00
Programs***	\$ 17,874.33	\$ 25,235.25	\$ 88,739.82	\$ 113,142.55
Room Rentals	\$ 3,840.00	\$ 2,260.00	\$ 39,063.00	\$ 35,435.50
Soccer Turf Rentals	\$ 1,795.00	\$ 3,232.00	\$ 54,225.50	\$ 39,992.00
Athletic Field Rentals	\$ 518.50	\$ 822.50	\$ 16,389.50	\$ 6,310.50
Mobile Stage Rentals	\$ -	\$ -	\$ 2,300.00	\$ 4,100.00
Picnic Pavilions Rentals	\$ 2,390.00	\$ 2,530.00	\$ 13,390.00	\$ 12,082.00
Tennis Courts Rentals	\$ -	\$ 480.00	\$ 25.00	\$ 480.00
Miscellaneous Revenue (Gift Certificates, etc.)	\$ -	\$ -	\$ -	\$ 117.00
Totals	\$ 64,012.83	\$ 68,048.25	\$ 531,186.66	\$ 512,372.80
Turf rental hours: 42				
Resident: 30 , NonResident: 12				
Department Programs: 9 U. City Soccer Club:				
U. City High School: City of U-City: UCSA:				
*Includes Electronic Fund Transfers				
***2018 Summer Camp Programs- \$11,522.50				

University City Natatorium Monthly Report - May 2018				
	May 2018	May 2017	2017-18 Season Fiscal Year	2016-17 Season Fiscal Year
Attendance				
Lap Swim TOTAL	273	256	1,863	2,559
Revenue				
Adult Daily Visit Pass		\$ 15.00	\$ 240.00	\$ 185.00
Youth Daily Visit Pass			\$ -	
Senior Daily Visit Pass	\$ 30.00		\$ -	
Combo Season Pass - Adult	\$ 146.00		\$ 545.00	\$ 532.00
Combo Season Pass - Youth			\$ -	
Combo Season Pass - Family	\$ 208.00		\$ 208.00	\$ 416.00
Combo Season Pass - Senior	\$ 210.00		\$ 315.00	\$ 116.00
TOTAL	\$ 594.00	\$ 15.00	\$ 1,308.00	\$ 1,249.00