



**PARKS COMMISSION
VIA VIDEOCONFERENCE
Tuesday, February 16, 2021
6:30 p.m.**

**IMPORTANT NOTICE REGARDING
PUBLIC ACCESS & PARTICIPATION**

On March 20, 2020, City Manager Gregory Rose declared a State of Emergency for the City of University City due to the COVID-19 Pandemic. Due to the ongoing efforts to limit the spread of the COVID-19 virus, the February 16, 2021 meeting will be conducted via videoconference.

Observe and/or Listen to the Meeting (your options to join the meeting are below):

Webinar via the link below:

<https://us02web.zoom.us/j/84577948318?pwd=eIF5bjY3d3hEV1NTUkVoVC95VmdPZz09>
Passcode: 664851

Audio Only Call

Or iPhone one-tap :

US: +19292056099,,84577948318#,,,,*664851# or +13017158592,,84577948318#,,,,*664851#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 845 7794 8318

Passcode: 664851

International numbers available: <https://us02web.zoom.us/j/84577948318?pwd=eIF5bjY3d3hEV1NTUkVoVC95VmdPZz09>

Citizen Participation and Public Hearing Comments:

Those who wish to provide a comment during the "Citizen Participation" portion as indicated on the agenda; may provide written comments to the Darren Dunkle ahead of the meeting.

ALL written comments must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: ddunkle@ucitymo.org, or mailed to the City Hall – 6801 Delmar Blvd. – Attention Darren Dunkle, Director of Parks, Recreation and Forestry. Such comments will be provided to Board/Commission member prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting.

Please note, when submitting your comments, a **name and address must be provided.** Please also note if your comment is on an agenda or non-agenda item. If a name and address are not provided, the provided comment will not be recorded in the official record.

The City apologizes for any inconvenience the meeting format change may pose to individuals, but it is extremely important that extra measures be taken to protect employees, residents, and elected officials during these challenging times.

AGENDA – February 16, 2021

A. MEETING CALLED TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

E. CITIZEN PARTICIPATION

Procedures for submitting comments for Citizen Participation and Public Hearings:

ALL written comments must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: ddunkle@ucitymo.org, or mailed to the City Hall – 6801 Delmar Blvd. – Attention Darren Dunkle, Director of Parks, Recreation and Forestry. Such comments will be provided to Parks Commission members prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting *Please note, when submitting your comments, a **name and address must be provided.** Please also not if your comment is on an agenda or non-agenda item. If a name and address are not provided, the provided comment will not be recorded in the official record.*

F. DEPARTMENT REPORT

G. COUNCIL LIAISON REPORT

H. COMMISSION MEMBERS PARK INSPECTIONS REPORT

I. UNFINISHED BUSINESS

- 1) Parks Capital Improvement Priorities
- 2) Park Rules and Regulations Policy
- 3) Park Related Ordinances

J. NEW BUSINESS

- 1) Picnic Table Donation

K. COMMISSION COMMENTS

L. ADJOURNMENT



AGENDA ITEM COVER

MEETING DATE: February 16, 2021

AGENDA ITEM TITLE: Changes to Ordinances

AGENDA SECTION: Unfinished Business

BACKGROUND REVIEW:

It was noted that the City had limited Park Rules and Regulations covered by either Policy or Ordinance. As such, staff developed and proposed the adoption of policies and/or an ordinance of new Park Rules and Regulations.

FINDINGS:

The Parks Commission at their meeting of July 16, 2019 and September 17, 2019 discussed and made changes to the proposed Park Rules and Regulations. The Commission unanimously approved their support of the modified Park Rules and Regulations at the September 17, 2019 meeting.

City Administration and Attorney have reviewed the Park Rules and Regulations and have determined that only portions of the Park Rules and Regulations needed to be adopted by Ordinance while the remaining portions could be adopted by Policy. Accordingly, these items will be submitted to City Council for their review and consideration.

ACTION:

No action is required by the Commission, as this is a receive and file item, and will be submitted as part of the minutes.

ATTACHEMENTS:

- 1) Changes to Ordinances



AGENDA ITEM COVER

MEETING DATE: February 16, 2021

AGENDA ITEM TITLE: Park Rules and Regulations Policy

AGENDA SECTION: Unfinished Business

BACKGROUND REVIEW:

It was noted that the City had limited Park Rules and Regulations covered by either Policy or Ordinance. As such, staff developed and proposed the adoption of policies and/or an ordinance of new Park Rules and Regulations.

FINDINGS:

The Parks Commission at their meeting of July 16, 2019 and September 17, 2019 discussed and made changes to the proposed Park Rules and Regulations. The Commission unanimously approved their support of the modified Park Rules and Regulations at the September 17, 2019 meeting.

City Administration and Attorney have reviewed the Park Rules and Regulations and have determined that only portions of the Park Rules and Regulations needed to be adopted by Ordinance while the remaining portions could be adopted by Policy. Accordingly, these items will be submitted to City Council for their review and consideration.

ACTION:

No action is required by the Commission, as this is a receive and file item, and will be submitted as part of the minutes.

ATTACHEMENTS:

- 1) Park Rules and Regulations Policy



AGENDA ITEM COVER

MEETING DATE: February 16, 2021

AGENDA ITEM TITLE: Picnic Table Donation

AGENDA SECTION: New Business

BACKGROUND REVIEW:

Lolly's Place, a 501© (3) organization located at 6940 Olive Blvd (Olive Schnucks Plaza) who specializes in tutoring and education, has reached out to the City and has inquired about the possibility of donating 3-4 picnic table to be placed in the yard of the Heman Park Community Center located at 975 Pennsylvania. These tables could be used by the general public as well as by Lolly's place for one-on-one tutoring when available.

FINDINGS:

If accepted, the City would need to approve the type and style of table as we are working on streamlining our park amenities. We may also need to provide accessible concrete pads and routes to the proposed tables to be in compliance with ADA guidelines.

ACTION:

There must be a motion and a second by a Commission member to make a recommendation on accepting a donation of picnic tables, and the motion must be approved by the majority of the Commission.

ATTACHEMENTS:

None

CHANGES TO ORDINANCES

SECTION 115.260 – CLOSING TIME FOR CITY PARKS – EXCEPTION

~~All City parks shall be closed to the use of the public between the hours of 10:30 P.M. and the hour of 5:00 A.M. on each succeeding day except Ackert Park which closes at dark. Any person within the confines of any City park between the hours of 10:30 P.M. and 5:00 A.M. shall be guilty of a misdemeanor; provided however, the Director of Public Works and Parks is authorized to issue a permit for a date certain to any applicant upon application thereof; such permit may include the applicant and members of the applicant's group, and the use of the park thereunder may be authorized until the hour of 12:00 Midnight.~~

Except for unusual and unforeseen emergencies, maintenance, rentals, programs and/or special events, parks shall be generally open to the public every day of the year during the following designated hours:

- a. Adams, Eastgate, Greensfelder, Kingsland, Metcalfe, Mooney, Rabe, and Ruth Park Woods Parks shall be open to the public for use between one-half hour prior to sunrise and one-half hour after sunset each succeeding day. It shall be unlawful for any person or persons (other than City personnel and/or concession/vending operators conducting City business therein) to occupy or be present in said park during any hours in which the park is not open to the public.

Any person within the confines of any City park between one half hour prior to sunrise and one-half hour after sunset shall be guilty of a misdemeanor; provided however, any organization, group or individual who sponsors an activity lasting after one-half hour after sunset shall get prior approval from the Director of Parks, Recreation and Forestry, who is authorized to issue a permit for a date certain to any applicant upon application thereof; such permit may include the applicant and members of the applicants group, and the use of the park thereunder may be authorized.

- b. Akert, Flynn, Fogerty, Heman, Kaufman, Lewis, Majerus, Millar Parks and the Dog Park shall be open to the public for use between 5:00 am and 10:30 pm each succeeding day with the exception of special use facilities such as the Heman Park Community Center/Parking Lot and Heman Park Centennial Commons/Parking Lot, which the City may elect to be open up to twenty-four (24) hours per day. In such cases, it shall only be open to the public for use

during posted hours of operation. It shall be unlawful for any person or persons (other than City personnel and/or concession/vending operators conducting City business therein) to occupy or be present in said park during any hours in which the park is not open to the public.

Any person within the confines of these Parks between the hours of 5:00 am and 10:30 pm shall be guilty of a misdemeanor; provided however, any organization, group or individual who sponsors an activity lasting after 10:30 pm and before 5:00 am shall get prior approval from the Director of Parks, Recreation and Forestry, who is authorized to issue a permit for a date certain to any applicant upon application thereof; such permit may include the applicant and members of the applicants group, and the use of the park thereunder may be authorized.

- c. Ruth Park Golf Course, Driving Range and Short Game Practice Area shall only be open to the public for use during posted hours of operation. It shall be unlawful for any person or persons (other than City personnel and/or concession/vending operators conducting City business therein) to occupy or be present in said golf course, driving range or short game practice area during any hours in which the golf course, driving range or short game practice area is not open to the public.

Any person within the confines of the golf course, driving range or short game practice are not within the hours of operation shall be guilty of a misdemeanor.

SECTION 215.2320 – SELLING CONFECTIONS NEAR SCHOOLS AND PARKS PROHIBITED - EXCEPTIONS

- a. It is unlawful for any person to sell or offer or expose for sale any lunch or candy, ice cream or other confection whatsoever on the streets, alleys or public places in the City within three hundred (300) feet of any public or parochial school or public park, or within any public park within the City. Excluding Ruth Park **Golf Course** and the Heman Park Community Center, exception is made as to any regularly licensed **or permitted** concessionaire acting by and under the authority and regulation of the Director of Parks, **Recreation and Forestry**.
- b. For the purpose of this Section, the words “*public or parochial school*” shall be taken to mean and include any school yard and any athletic field or stadium maintained or operated by or in connection with any public or parochial school.

- c. Utilize any City park or facility to conduct any private or group instruction/lesson or conduct a service for private or commercial gain without obtaining a permit through the Parks, Recreation and Forestry Department.

SECTION 215.1870 – DRINKING IN PUBLIC PLACES PROHIBITED

- a. No Person shall drink any intoxicating liquor in or on the streets, sidewalks, parkways, alleys, or parking lots of the City, or any other outdoor area open to the public for vehicular or pedestrian, whether publicly or privately owned, unless such public consumption takes place at a social event for which the City has issued a public consumption permit (i.e. block party, **park/facility rentals and special events**). The Section shall not apply to consumption at Ruth Park Golf Course, when intoxicating liquor is purchased from the course, or to sidewalk cafes duly licensed under this Code.
- b. The City shall prepare and maintain forms for permits for the privilege of public consumption as permitted herein and shall establish an application fee for the processing of same, not to exceed **thirty dollars (\$30.00)**, for the recovery of the City's processing costs. The City shall adopt reasonable regulations applicable to such consumption, which shall be stated on the permit, the violation of which shall be grounds for immediate permit revocation and the closing of the permitted event.

Parks and Recreation Priorities for 2021

Carl Hoagland, President
James Wilke, Vice President
Lisa Hummel, Member
Jay Redd, Member
Su Schmalz, Member
Margaret Ullman, Member
Darren Dunkle, Director of Parks, Recreation and Forestry
Steve McMahon, City Council Member

University City
Parks Commission Report
January/February 2021

Introduction

The Park Commission is an advisory body consisting of seven members appointed by the City Council. All members must be residents of University City for at least two years immediately prior to their appointment. The duties of the Commission are to survey, advise and review plans for maintenance and improvement of University City parks, recreational facilities and activities; along with recommending rules and regulations for the administration of the activities of the Parks, Forestry, and Recreation department on related policy matters (<https://www.ucitymo.org/276/Park-Commission>).

To accomplish the mission, the Commission members regularly visit parks and then report issues at the Commission's monthly meetings. Once a year the Commission prioritizes Park and Recreation projects. Commission members have been assigned parks as shown below.

Centennial Commons-----	Jay Redd
Heman Pool-----	Jay Redd
Community Center-----	Jay Redd
Ackert/Greenway South-----	James Wilke
Adams-----	Su Schmalz
Eastgate-----	Margaret Ullman
Flynn-----	Carl Hoagland
Fogerty-----	Open
Greensfelder-----	Open
Heman-----	Jay Redd
Kaufman-----	Su Schmalz
Kingsland-----	Margaret Ullman
Lewis-----	James Wilke
Majerus-----	Open
Metcalf-----	Carl Hoagland
Millar-----	Lisa Hummel
Mona Trail-----	Margaret Ullman
Mooney-----	James Wilke
Rabe-----	Lisa Hummel
Ruth Park Woods-----	Lisa Hummel
Ruth Park Golf Course-----	Su Schmalz

This year the Park and Recreation Department organized priorities by listing each project with an action date. From this list, compiled from the commissioners' park visits and discussion in the monthly commission meetings, a final list of priorities was determined. It was finalized at the January meeting and received a final vote of approval at the February meeting. These priorities are listed below.

Each priority includes a short description and page reference for additional information. They are listed in priority order according to three funding categories.

- Category 1, Over \$250,000
- Category 2, Over \$100,000 to under \$250,000
- Category 3, Under \$100,000

Please note that the decisions were made on a remote basis, thus tie votes were not decided as had been done in previous years. A quick summary shows that most of the priorities of the Parks and Recreation Department are congruent with the Parks Commission priorities. The main difference is the lower priority placed on Greensfelder Park by the Parks Commission. Also,

three items (*in italics*) were not listed in the Parks, Recreation and Forestry document but they received priorities from the Parks Commission.

University City Park Commission and Parks, Recreation and Forestry Department Priorities

Category 1: Projects over \$250,000

Title	Short Description	Projected Completion & Page description	Park Commission Priority	Park Staff Priority
Ruth	Golf course driving range	2022, p. 6	1 (tie vote)	1
Heman Park	ADA improvements	2024, p. 8	1 (tie vote)	4
Heman Park	Playground	2024, p. 8	3	5
Rabe	Playground and surfacing	2024, p. 9	4 (tie vote)	8
Ruth Park	Deck and golf cart storage	2026, p. 10	4 (tie vote)	10
Heman Park	South parking lot and drives	2024, p. 8	6 (tie vote)	6
Lewis Park	Playground and Surfacing	2026, p. 9	6 (tie vote)	11
Greensfelder	Phase 1 development	2022, p. 7	8 (tie vote)	2
Heman Park	River Des Peres	2024, p. 8	8 (tie vote)	7
Greensfelder	Phase 2 development	2023, p. 7	10	3
Greensfelder	Phase 3 development	2025, p. 9	11	9

Category 2: Projects over \$100,000 and under \$250,000

Title	Short Description	Projected Completion & Page description	Park Commission. Priority	Park Staff Priority
Heman	Centennial Commons – soccer field	2022, p.7	1 (tie vote)	1
Heman	Centennial Commons – EIFS Painting and Caulking	2022, p. 7	1 (tie vote)	2
Heman	Swimming pool pumps	2024, p. 8	1 (tie vote)	4
Heman	Park pavilion & bandstand	2024, p. 8	1 (tie vote)	5
Heman	Beautification	2024, p. 8	5	3
Heman	South shelter roofs	2024, p. 9	6 (tie vote)	6
Ruth	Putting green near # 1 tee	xxxx, p. 10	6 (tie vote)	No priority
Ruth	Driving range lights	xxxx, p. 10	6 (tie vote)	No priority
Ruth	Maintenance Lot and Drive	2025, p. 10	9 (no votes)	7
Ruth	Centennial Commons aquatic center	xxxx, p. 10	9 (no votes)	No priority

Category3: Projects under \$100,000

Title	Short Description	Projected Completion & Page description	Park Commission. Priority	Park Staff Priority
Flynn	Tennis court resurfacing and signage	2022, p. 10	1 (tie vote)	2
Heman	Park north trail sealing	2022, p. 10	1 (tie vote)	3
Ruth Park	Golf course – septic system	2023, p. 8	1 (tie vote)	7
Heman	Centennial Commons fitness equipment replacement	2023, p. 10	1 (tie vote)	9
Metcalfe	Playground surfacing/ADA improvements	2022, p. 10	5	4
Heman	Basketball court resurfacing	2024, p. 11	6 (tie vote)	10
Ruth Park	Short game practice area	2025, p. 9	6 (tie vote)	11
All Parks	Needs analysis survey (parks, recreation, forestry & golf)	2022, p. 7	7 (tie vote)	1
All Parks	Update the 2008 Comprehensive Parks Master Plan	2023, p. 7	7 (tie vote)	5

Heman	Update the 2014 Heman Park site master plan	2023, p. 2	7 (tie vote)	6
Title	Short Description	Projected Completion & Page description	Park Commission Priority	Park Staff Priority
Heman	Tennis court resurfacing and signage	2023, p. 10	10 (tie vote)	8
Kaufman	Tennis court resurfacing and signage	2025, p.11	10 (tie vote)	12
Heman	Centennial Commons fitness equipment replacement	2025, p. 11	10 (tie vote)	13

**Park Improvements Descriptions
FY 2022- 2026 Priorities
Submitted to the Park’s Commission by the Director of
Parks, Recreation and Forrestry
1/19/2021**

CAPITAL IMPROVEMENTS

The City’s Capital Improvement Plan (CIP) is generally based on projects and/or items that either have a life span of ten (10) years, or their individual costs are \$25,000 or greater. Although there are several items and areas that need attention, priorities have been established based on the following criteria: 1) Budget; 2) Liability or safety issue; 3) Didn’t meet code/standards; 4) Need over want; and 5) Affected the use of the park or facility. As such I have prioritized the needs as listed below:

FY 2022

Golf Course Driving Range \$262,385

The driving range at the Ruth Park Golf Course over the past few years has experienced rutting due to poor drainage which has now become an impediment to staffs availability to pick up the driving range balls with the ball picker, thus forcing staff to pick up balls by hand. The severe

rutting has also affected the maintenance staff's ability to mow areas of the driving range.

Needs Analysis Survey (Parks, Recreation, Forestry, Golf) \$50,000

Conduct a citizen survey on Parks, Recreation, Forestry and Golf Services. This would allow the department to gather perceptions about many important issues/needs/wants and to aggregate the results to get the pulse of our residents. These results could then be used in part to develop a Comprehensive Parks and Recreation Master Plan.

Greensfelder Park Phase 1 \$363,729

(\$327,356 from Muni Grant - \$36,373 City Share)

In July of 2019 the Parks Commission voted to recommend moving forward with an application of a Municipal Parks Planning Grant for Greensfelder Park. The City received the Planning Grant from the St. Louis County Municipal Parks Grant Commission for the development of a Concept Plan. Since that time staff has hired and worked with a consultant to develop said Concept Plan. During our evaluation and analysis of the site, we have determined that the biggest concern deals with the storm water runoff coming from adjoining neighbors, which has led to constant flooding of areas of the park which makes it unusable for use, as well as it affects maintenance delivery. As such, it is recommended that the City move forward with exploring grant opportunities to assist in the funding of Phase I of the project which in part would include solutions to the stormwater issues.

Heman Park – Centennial Commons – Soccer Field \$150,000

The existing indoor soccer field turf was installed in 2004/2005 with the development of Centennial Commons. The normal life expectancy of artificial turf is approximately 8-10 years depending on original quality, use, and maintenance. The current artificial turf surfacing is approximately 15-16 years old and is in need of replacement. It is recommended that the artificial turf be replaced.

Heman Park – Centennial Commons – EIFS Painting and Caulking \$100,000

A partial restoration effort to the exterior walls at CentCom was undertaken in 2017. The work consisted of installation of “weeps” to allow for positive moisture control of the wall system, and cleaning, prepping, painting, and caulking the stucco surfaces at two of the exterior walls at the gymnasium. Additionally, the CMU block surfaces were treated with a clear waterproofing compound and the pre-cast stone sills were pointed with a flexible mortar. Subsurface CMU blocks received an elastomeric coating to provide a waterproof barrier. The work addressed an immediate maintenance need and should reduce future maintenance costs both to the exterior and interior of the building.

The Public Works – Facilities Division who is responsible for this work will be making a funding request for this work.

FY 2023

Update the 2008 Comprehensive Parks Master Plan \$75,000

Although the 2008 Master Plan still has some validity, the plan needs to be updated. This in part can be accomplished by starting with a Needs/Wants Analysis (FY22). Much like the Citizen Satisfactory Survey, a Public Engagement Process could include both Public Meetings and a Citizen Survey to gain the pulse of the needs and wants of the community.

Update the 2014 Heman Park Site Master Plan \$25,000

(\$6,400 from Muni Grant - \$18,600 City Share)

Although the 2014 Master Plan has some good ideas, the plan needs to be updated. If funding and Land, Water, Conservation Fund restrictions weren't an issue, the 2014 Master Plan would be a very good plan, however, the reality of being able to fund the suggested improvements as outlined in the plan isn't financially feasible at this point. Accordingly, a plan needs to be developed that is not only financially feasible but is a plan that can be actually implemented.

Greensfelder Park Phase 2 \$602,367

(\$525,000 from Muni Grant - \$77,367 City Share)

In July of 2019 the Parks Commission voted to recommend moving forward with an application of a Municipal Parks Planning Grant for Greensfelder Park. The City received the Planning Grant

from the St. Louis County Municipal Parks Grant Commission for the development of a Concept Plan. 3 Since that time staff has hired and worked with a consultant to develop said Concept Plan. It is recommended that the City move forward with a Municipal Parks Construction Grant for the development of Phase 2 of the project. This would go over very well with the St. Louis County Municipal Parks Grant Commission as they funded the Planning Grant and it would show that we are making progress towards the development of the park.

Ruth Park Golf Course – Septic System \$15,000

Replacement of existing Septic System at the Maintenance Facility.

FY 2024

Heman Park - ADA Improvements \$500,000

Although there are numerous improvements that need to be made to get into compliance with the Americans with Disabilities Act, it is recommended that these improvements take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; 2) Possible funding allocated from MSD; and 2) In coordination with other individual improvements.

Heman Park – South Athletic Fields \$1,596,500

Although there are numerous improvements (Fencing, Bleachers, Irrigation, Lighting, Turf, etc.) that need to be made, it is recommended that these improvements take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; 2) Possible funding allocated from MSD; and 2) In coordination with other individual improvements.

Heman Park – Playground \$782,000

Replace existing playground(s) with a new All Abilities Playground. Although this improvement needs to be made, it is recommended that this improvement take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; 2) Possible funding allocated from MSD; and 2) In coordination with other individual improvements.

Heman Park – South Parking Lot and Drives \$1,899,520

Although there are numerous improvements (Grading, paving, lighting, landscaping) that need to be made, it is recommended that these improvements take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; 2) Possible funding allocated from MSD; and 2) In coordination with other individual improvements.

Heman Park – River Des Peres \$1,340,000

Although there are numerous improvements (Streambank stabilization, riparian corridor plantings) that need to be made, it is recommended that these improvements take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; 2) Possible funding allocated from MSD; and 2) In coordination with other individual improvements.

Heman Park – Beautification \$100,000

Although there are numerous improvements (Formal and informal landscaped beds, tree plantings, etc.) that need to be made, it is recommended that these improvements take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; 2) Possible funding allocated from MSD; and 2) In coordination with other individual improvements.

Heman Park Swimming Pool Pumps \$100,000

As part of an ongoing maintenance plan it is recommended that the pool pumps be replaced every seven to ten years. As such it is recommended that the Heman Park Swimming Pool pumps be scheduled to be replaced.

Heman Park Pavilion and Bandstand \$200,000

During our analysis it has been determined that the pavilion north of the south restrooms needs to be replaced. It is recommended that staff further explore and move forward with exploring the development of a new pavilion/band stage. However, in order for this to occur and to be functional for the band concerts that currently take place within the park, the proposed pavilion would need to be relocated up the hill closer to the restrooms and parking etc. This would require the removal of a playground (slated to be removed and relocated later to develop a new All Abilities Playground).

**A final recommendation from the Park's Commission needs to be made about replacing the*

current bandstand. Will a new self-contained mobile stage unit be purchased that will provide users with more platform area, better acoustics, open air and better sight lines for audiences? The mobile stage is utilized for many community occasions and is also rented to outside organizations for special events. The existing stage is a 1994 model that no longer meets the needs of our regular users. A proposal put forward by the Park's staff supports eliminating the mobile stage and setting up a permanent stage in an existing park.

Heman Park – South Shelter Roofs \$100,000

Although there are numerous improvements that need to be made, it is recommended that these improvements take place: 1) Once we hear from MSD on the possible location of storage tanks within the park; and 2) In coordination with other individual improvements.

Rabe Park – Playground and Surfacing \$385,000

(\$350,000 from Muni Grant - \$35,000 City Share)

During the audit analysis it was determined that the playground and surfacing at Rabe Park ranked the second highest of all playgrounds to be replaced. As such it is recommended that the City apply for a Municipal Parks Construction Grant for the replacement of the existing playground and surfacing as well as needed ADA improvements to the park.

FY 2025

Greensfelder Park Phase 3 \$564,380

(\$525,000 from Muni Grant - \$39,380 City Share)

In July of 2019 the Parks Commission voted to recommend moving forward with an application of a Municipal Parks Planning Grant for Greensfelder Park. The City received the Planning Grant from the St. Louis County Municipal Parks Grant Commission for the development of a Concept Plan. Since that time staff has hired and worked with a consultant to develop said Concept Plan. It is recommended that the City move forward with a Municipal Parks Construction Grant for the development of Phase 3 of the project. This would go over very well with the St. Louis County Municipal Parks Grant Commission as they funded the Planning Grant and it would show that we are making progress towards the development of the park.

Ruth Park Golf Course – Short Game Practice Area \$80,000

Completion of Short Game Practice Area and Replacement of existing Driving Range Tee Turf.

Ruth Park Golf Course – Maintenance Facility Lot and Drive \$125,000

Make necessary improvements to the existing lot and drive.

FY 2026

Lewis Park – Playground and Surfacing \$551,250

(\$525,000 from Muni Grant - \$26,250 City Share)

During the audit analysis it was determined that the playground and surfacing at Lewis Park ranked the third highest of all playgrounds to be replaced. As such it is recommended that the City apply for a Municipal Parks Construction Grant for the replacement of the existing playground and surfacing as well as needed ADA improvements to the park.

Greensfelder Park Phase 4 \$145,000

In July of 2019 the Parks Commission voted to recommend moving forward with an application of a Municipal Parks Planning Grant for Greensfelder Park. The City received the Planning Grant from the St. Louis County Municipal Parks Grant Commission for the development of a Concept Plan. Since that time staff has hired and worked with a consultant to develop said Concept Plan. It is recommended that the City move forward with the development of Phase 4 of the project.

Ruth Park Golf Course – Main Building, Deck and Golf Cart Storage \$Unknown

**The Commission voted July 2019 to apply for planning grant in 2020 to repair golf shop and build an emergency shelter at end of driving range. This was deferred in place of funding for new netting and landscaping the driving range. The condition of the facility has deteriorated over the years. The masonry walls often leak during rain events; the stucco exterior walls are cracking and peeling; and the trim and walls are in need of repair and painting. Improve aesthetics, eliminate yearly maintenance repair cost, provide a comfortable setting for guest and possibly add a concessions deck and below storage for golf carts.*

Ruth Park Golf Course – Lights for the driving range > \$100,000

**Previously the driving range had lights. The lights should be reinstalled in such a way that they do not add additional lumens to the neighbors. The permit to install the lights still exists and the previously electrical conduit still exists. This should increase usage. The driving range is a moneymaker and the addition of lights should increase revenues. Consideration of the management of the range at night must be addressed if the lights are installed.*

Ruth Park Golf Course – Putting green > \$100,000

**A putting green east of #1 Tee would give the golfers somewhere to practice while waiting for their tee time. This would keep the golfers close to #1 Tee and keep the tee times on schedule. The additional practice green will also provide more teaching opportunities/increase revenues, allow more accessibility and improve pace of play.*

Heman – Aquatics facility at Centennial Commons \$ Unknown

**An indoor aquatics facility would potentially attract more users to the Centennial Commons and could be a revenue generator. A study is needed to determine what would be attached to the current Centennial Commons facility. The expense is large and it is anticipated that compensation from the MSD instillation of tanks in Heman Park could fund the indoor aquatics facility.*

REFURBISHMENT/REPLACEMENT IMPROVEMENTS

The City’s Capital Improvement Plan (CIP) is generally based on projects and/or items that either have a life span of ten (10) years, or their individual costs are \$25,000 or greater. Accordingly, Capital Items (Under \$25,000 and over \$5,000 and have a life span of less than ten (10) years) that do not fit these requirements are budgeted within the General Operating Budget of the Department.

Although there are several items and areas that need attention, priorities have been established based on the following criteria: 1) Budget; 2) Liability or safety issue; 3) Didn’t meet code/standards; 4) Need over want; and 5) Affected the use of the park or facility. As such I have prioritized the needs as listed below:

FY 2022

- Flynn Park Tennis Court Resurfacing \$12,750
- Centennial Commons Gym Floor Sealing \$ 5,305
- Majerus Park Trail Sealing \$ 2,200
- Fogerty Park Trail Sealing \$ 3,500
- Fogerty Park Parking Lot Sealing and Striping \$ 2,060
- Golf Course Parking Lot Sealing and Striping \$ 6,000
- Heman Park North Trail Sealing \$15,500
- Metcalfe Park Playground Surfacing/ADA Improvements \$10,000
- Golf Course Pro Shop Repairs \$Unknown

FY 2023

- Heman Park Tennis Court Resurfacing \$20,000
- Eastgate Park Basketball Court Resurfacing \$ 4,200
- Mooney Park Basketball Court Resurfacing \$ 4,200
- Centennial Commons Gym Floor Sealing \$ 5,465
- Centennial Commons Fitness Equipment Replacement \$20,000
- Golf Course Pro Shop Repairs \$Unknown

FY 2024

Heman Park Basketball Court Resurfacing \$12,500
Centennial Commons Gym Floor Sealing \$ 5,630
Millar Park Parking Lot Sealing and Striping \$ 5,010
Metcalf Park Parking Lot Sealing and Striping \$ 1,215
Kaufman Park Parking Lot Sealing and Striping \$ 2,125
Lewis Park Trail Sealing \$ 2,200
Mona Trail Sealing \$ 2,200
Greenway South Trail Sealing \$ 2,200
Golf Course Maintenance Building Repairs \$Unknown

FY 2025

Centennial Commons Gym Floor Sealing \$ 5,800
Greensfelder Park Parking Lot Sealing and Striping \$ 6,000
Kaufman Park Tennis Court Resurfacing \$13,530
Centennial Commons Fitness Equipment Replacement \$20,000
Golf Course Maintenance Building Repairs \$Unknown

FY 2026

Centennial Commons Gym Floor Sealing \$ 5,975

** Note place in the document by the Park's Commission (italics).*

**MINUTES OF THE MEETING OF THE
PARK COMMISSION
CITY OF UNIVERSITY CITY, ST. LOUIS COUNTY, MISSOURI
TUESDAY, JANUARY 19, 2021**

Agenda Item A: Call Meeting to Order

Park Commission President, Carl Hoagland called the meeting to order at 6:33 pm.

Agenda Item B: Roll Call

Those in attendance included Commission President Carl Hoagland, Commission Members Su Schmalz, James Wilke, Lisa Hummel, James Redd, and Meg Ullman. Also, in attendance was Director of Parks, Recreation and Forestry Darren Dunkle and City Council Liaison Steve McMahon.

Agenda Item C: Approval of the Agenda

Commission Member Wilke motioned, and Commission Member Hummel seconded to approve the Agenda. The motion was approved with a 5-0 vote.

Agenda Item D: Approval of Minutes

Commission Member Wilke motioned, and Commission Member Hummel seconded to approve the minutes of November 17, 2020. The motion was approved with a 5-0 vote.

Agenda Item E: Citizen Comments

Mr. Kevin Taylor, Resident of the Third Ward made a comment in regard to the Number of Dogs and Cats Permitted, as well as to the Greensfelder Park Concept Plan (See attachments).

Agenda Item F: Department Report

- 1) Mr. Dunkle was asked about the proposed Ordinance recommendations and how they would affect the use of the Tennis Courts. Mr. Dunkle reported that the proposed Ordinance changes would contain language that would prohibit individuals from running a business (leagues, lessons, classes, etc.) within City parks.
- 2) Mr. Dunkle was asked about the Pool Painting Project that was identified within the CIP. Mr. Dunkle reported that the project was budgeted within the FY21 CIP, however, due to budget constraints, staff was unable to move forward with the project this last fall and as such, the project would most likely have to be rolled over to the FY22 budget and initiated in August of 2021.
- 3) Mr. Dunkle was asked about the Golf Course Policies and Procedures pertaining to the booking of Tournaments. Mr. Dunkle reported that staff has been reviewing the operations of the golf course and would be completing that task by the end of the month.

Agenda Item G: Council Report

City Council Liaison Steve McMahon reported that Mr. Carl Hoagland has signed up to serve on the Parks Commission for another year. Mr. McMahon also reported that there are proposed hotels/apartments planned to be developed near the intersection of 170 and Delmar.

Agenda Item H: Commission Report

1) Golf Course (Su Schmalz)

- Reported that staff has removed trees along the #7 hole and the Driving Range.
- Reported that more women are now using the golf course more than ever, and now might be a good time to investigate running women's leagues.
- Reported that the Golf Course is in great shape.

2) Kaufman Park (Su Schmalz)

- Reported that the old rotten wood steps that led from the Tennis Courts to the Playground have been removed.
- Reported that a lot of people are playing pickleball.

3) Ruth Park Woods (Lisa Hummel)

- Reported that MSD had repaired a broken water main, and in doing so, had removed a lot of vegetation in the area to perform the work. Mr. Dunkle reported that the area would be restored but did not have a timeframe.

4) Millar Park (Lisa Hummel)

- Reported that she has noticed erosion around the edge of the trail that is causing a possible tripping hazard.

5) Mona Trail (Lisa Hummel)

- Reported that there is a significant amount of trash as well as a mattress being dumped into the River Des Peres near Drexel.

Agenda Item I: Unfinished Business

1) Greensfelder Park Concept Plan – Parks Commission took no action on this item and will have no further discussions until July of 2021.

2) Parks Capital Improvement Priorities – Park Commission President, Hoagland and Parks, Recreation and Forestry Director, Dunkle gave a synopsis of the Park Priority items. Discussion took place in regard to Greensfelder Park and stated that it would be difficult to move forward with a grant application for this proposed project in FY22 due to the fact that the discussion of the Concept Plan will not take place until July of 2021. Mr. Dunkle reported that it may be difficult to move forward with a grant application for any project in FY22 as a specific project nor scope has been identified nor has any plans been developed for any of the other projects at this time.

Mr. Hoagland asked the Commission Members to review the Park Priorities and for them to submit their votes by using the tally sheet contained within the packet and forward their votes to him.

Agenda Item J: New Business

1) Pets per Household – Commission had a discussion in regard to the number of pets per household and stated that they did not see that this item pertained to the Parks Commission. The Commission further stated that if the number of pets per household were to be changed, they did not see that it would have any affect on the parks system.

Commission Member Hummel made a motion, seconded by Commission Member Schmalz to recommend that the Ordinance be changed to state that a household should not contain more than three (3) dogs or a combination of six (6) dogs and cats as long as there are not more than three (3) dogs. The motion was approved with a 3-0-0 vote (Commission Members Wilke and Redd abstained from the vote as they didn't feel that it was the role of the Parks Commission).

2) Nomination/Election of Officers

President – Commission Member Hummel made a motion, seconded by Commission Member Wilke to Nominate and Elect Mr. Carl Hoagland as President. The motion was approved with a 5-0 vote.

Vice President - Commission Member Hummel made a motion, seconded by Commission Member Schmalz to Nominate and Elect Mr. James Wilke as Vice President. The motion was approved with a 5-0 vote.

Agenda Item K: Commission Comments

None

Agenda Item L: Adjournment

Commission Member Wilke made a motion at 8:19 pm, seconded by Commission Member Hummel to adjourn. The motion was approved with a 5-0 vote.

MINUTES SUBJECT TO PARKS COMMISSION APPROVAL.



University City
Parks, Recreation and Forestry



MANAGEMENT POLICIES AND PROCEDURES

Park Rules and Regulations

Number:

Approved By:

Effective Date:

Page 1 of 19

I. PURPOSE

To establish policies, procedures, rules and regulations to better manage the finite resources of the department and to assist park users and the public's health and safety.

II. REVISION HISTORY

III. REFERENCES

IV. PERSONS AFFECTED

Park patrons, police, and park department employees.

V. POLICY

HOURS OF OPENING AND CLOSING

Except for unusual and unforeseen emergencies, maintenance, rentals, programs and/or special events, parks shall be generally open to the public every day of the year during the following designated hours:

- a. Adams, Eastgate, Greensfelder, Kingsland, Metcalfe, Mooney, Rabe, and Ruth Park Woods Parks shall be open to the public for use between one-half hour prior to sunrise and one-half hour after sunset each succeeding day. It shall be unlawful for any person or persons (other than City personnel and/or concession/vending operators conducting City business therein) to occupy or

be present in said park during any hours in which the park is not open to the public.

Any person within the confines of any City park between one half hour prior to sunrise and one-half hour after sunset shall be guilty of a misdemeanor; provided however, any organization, group or individual who sponsors an activity lasting after one-half hour after sunset shall get prior approval from the Director of Parks, Recreation and Forestry, who is authorized to issue a permit for a date certain to any applicant upon application thereof; such permit may include the applicant and members of the applicants group, and the use of the park thereunder may be authorized.

- b. Ackert, Flynn, Fogerty, Heman, Kaufman, Lewis, Majerus, Millar Parks and the Dog Park shall be open to the public for use between 5:00 am and 10:30 pm each succeeding day with the exception of special use facilities such as the Heman Park Community Center/Parking Lot and Heman Park Centennial Commons/Parking Lot, which the City may elect to be open up to twenty-four (24) hours per day. In such cases, it shall only be open to the public for use during posted hours of operation. It shall be unlawful for any person or persons (other than City personnel and/or concession/vending operators conducting City business therein) to occupy or be present in said park during any hours in which the park is not open to the public.

Any person within the confines of these Parks between the hours of 5:00 am and 10:30 pm shall be guilty of a misdemeanor; provided however, any organization, group or individual who sponsors an activity lasting after 10:30 pm and before 5:00 am shall get prior approval from the Director of Parks, Recreation and Forestry, who is authorized to issue a permit for a date certain to any applicant upon application thereof; such permit may include the applicant and members of the applicants group, and the use of the park thereunder may be authorized.

- c. Ruth Park Golf Course, Driving Range and Short Game Practice Area shall only be open to the public for use during posted hours of operation. It shall be unlawful for any person or persons (other than City personnel and/or concession/vending operators conducting City business therein) to occupy or be present in said golf course, driving range or short game practice area during any hours in which the golf course, driving range or short game practice area is not open to the public.

Any person within the confines of the golf course, driving range or short game practice are not within the hours of operation shall be guilty of a misdemeanor.

PARK PROPERTY

1. Park Usage.

- a. The City through its representatives, agents and employees, reserves the right to control the use of all City parks. In general, all City parks are to be open for the use by its residents; however, the City reserves the right to restrict use of City parks for programs, special events, festivals, rentals, construction, and ongoing maintenance and operations.
- b. The City through its representatives, agents, and employees, reserves the right to control all activities at any City park and to eject any person(s) who is objectionable and causes disfavor to the rules and regulations.
- c. Park patrons, lessee's/permittee's agents, servants, employees, assigns, successors, invitees, and licensees always agree to fully abide by all federal, state, county, and municipal laws and ordinances.
- d. No private property may be placed on or in City parks without the expressed written consent of the Director.
- e. The City will not assume any responsibility for any private property that may be approved for placement.
- f. The City shall have the sole right to determine all decisions regarding the condition and usage of parks.

2. Meetings, Exhibitions, Parades, etc.

No person shall, without a permit:

- a. Conduct a public assembly, parade, classes, lessons, camps, clinics, special events, festivals, walks, runs, rides, parades, athletic events, etc.
- b. Conduct any exhibit, music or dramatic performance, fair, circus, concert, play, filming or photo shoot, radio or television broadcast, other than a news transmission.
- c. Station or erect any building, tent, canopy, stand, bandstand, stage, tower, scaffold, sound stage, platform, riser, rostrum or other structure.

3. Permits.

A permit for the use of a specific park, park area, facility or trail area may be obtained by applying to the Parks, Recreation and Forestry Department for which the use of a specific park, park area, facility or trail area is sought. Person(s)

issued a permit for the use of a specific park, park area, facility or trail area shall have preference to the use of the specific park, park area, facility or trail area reserved upon the dates and during the times indicated on the permit.

4. **Intoxicating Beverages.**

- a. No Person shall drink any intoxicating liquor in or on the streets, sidewalks, parkways, alleys, or parking lots of the City, or any other outdoor area open to the public for vehicular or pedestrian, whether publicly or privately owned, unless such public consumption takes place at a social event for which the City has issued a public consumption permit (i.e. block party, park rentals and special events). The Section shall not apply to consumption at Ruth Park Golf Course, when intoxicating liquor is purchased from the course, or to sidewalk cafes duly licensed under this Code.

The City shall prepare and maintain forms for permits for the privilege of public consumption as permitted herein and shall establish an application fee for the processing of same for the recovery of the City's processing costs. The City shall adopt reasonable regulations applicable to such consumption, which shall be stated on the permit, the violation of which shall be grounds for immediate permit revocation and the closing of the permitted event.

- b. No person shall enter any of the parks while in an intoxicated condition nor shall that person remain therein while in an intoxicated condition whether intoxicated at the time of entering the parks or becoming intoxicated after entering.
- c. No minor shall possess or consume any intoxicating beverages at any time in any park.

5. **Vandalism.**

It is prohibited for any unauthorized person in a Park to:

- a. *Disfiguration and removal.* Willfully mark, deface, disfigure, injure, tamper with or displace or remove any building, bridge, table, bench, fireplaces, railings, paving or paving materials, water lines or other public utilities or parts or appurtenances thereof; signs, notices, or placards whether temporary or permanent; monuments, stakes, posts or other boundary markers; or other structures or equipment, facilities, trail, or park property or appurtenances whatsoever, either real or personal.
- b. *Restrooms, washrooms, and locker rooms.* Fail to leave the restrooms, washrooms, and/or locker rooms in a clean and sanitary condition. No

person over the age of four (4) years shall use restrooms, washrooms, and/or locker rooms designated for the opposite sex.

- c. *Removal of natural resources.* Dig or remove any soil, rock, stones, sand, shrubs, trees or plants, downed timber or other wood or materials, or make any excavation by tool, equipment, blasting or other means or agency.
- d. *Erection of structure.* Construct or erect any building or structure of whatever kind whether permanent or temporary in character, or run or string any public service utility into, upon or across such lands, except by special written permit by the Director.
- e. *Injury and removal.* Damage, cut, carve, transplant or remove any tree or plant, or injure the bark, or pick the flowers or seeds of any tree or plant. Nor shall any person attach any nail, staple, rope, wire or other contrivance to any tree or plant material. A person shall not dig in or otherwise disturb the root area, or in any other way injure or impair the flow of oxygen and water to the root of any tree or plant material; landscape and/or grass areas, or in any other way injure or impair the natural beauty or usefulness of any area. Cause or permit any wire charged with electricity to come in contact with any tree or plant material or allow any gaseous, liquid, or solid substance, which is harmful to such trees or plant materials to come in contact with them.
- f. *Climbing trees, etc.* Climb any tree or walk, stand or sit upon monuments, sculptures, vases, fountains, railings, buildings, fences or upon any other property not designated or customarily used for such purposes.

SANITATION

It is prohibited for any person to:

1. ***Pollution, discoloration or contamination of waters.*** Throw, discharge, or otherwise place or cause to be placed in the waters of any fountain, pond, lakes, stream, or any other body of water in or adjacent to any park or any tributary, stream, storm sewer, or drain flowing into such waters and substance, matter or thing, liquid or solid, which shall result in the pollution, discoloration or contamination of said waters.
2. ***Refuse and trash.*** Litter or cause to be littered any of the grounds, driveways, buildings or other structures of the parks, dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, rubbish, waste, garbage, refuse, animal feces or other trash on or in park properties, except in the proper receptacles where they are provided. Where receptacles are not so provided, all the rubbish and waste shall be carried away from the park

by the person responsible for its presence, and properly disposed of elsewhere.

3. ***Illegal Dumping.*** Bring in and deposit waste, garbage, refuse, animal carcasses, animal feces, dirt, leaves or other trash not normally associated with the use of a park, on or in park properties, trash receptacles, etc.
4. ***Scattering of Ashes.*** Bring in and deposit, throw, discharge, bury, or otherwise place or cause to be placed the scattering of cremated ashes on City Park Lands, except by special written permit by the Director.

TRAFFIC

It is prohibited for any person to:

1. Fail to comply with all City ordinances and applicable provisions of the State motor vehicle traffic laws in operating equipment and vehicles in all City Parks.
2. Close, barricade, or block any streets or roads within park boundaries without obtaining a permit from the City. In the case of special events such as fairs, rodeos, demolition derbies, concerts, parades, festivals, etc., the sponsor of such event shall coordinate the traffic flow, temporary parking areas, and closing of streets with the City.
3. Fail to observe carefully all signs which are posted for proper control of the parks and to safeguard life and property.
4. Park a vehicle on other than an established or designated parking area or on temporary parking areas established by the Director.
5. Operate a motor vehicle on a sidewalk, pathway, or trail designated for pedestrian and/or bicycle use only. Except for a motor vehicle used by a disabled person as defined under the Americans with Disabilities Act. In such cases where a motorized vehicle is permitted, it shall not exceed a weight of 300 pounds or travel at a speed greater than five (5) miles per hour.
6. Drive any motor vehicle on a driveway, street, parking lot, etc. located in any of the City park at any speed over twenty (20) miles per hour unless otherwise posted.
7. Drive any vehicle on any area except the graveled or paved park and/or facility roads or parking areas provided for that purpose, or such other areas as may on occasion be specifically designated as temporary parking areas by permit issued by the Director.

8. Leave, park or stop a vehicle within any City park after the designated closing time unless authorized by the Director.
9. Leave a parked vehicle in a City park for the purpose of carpooling, advertisement to sell said vehicle, vehicle maintenance, or any other non-park related activity, etc.
10. Park, stop, or leave standing any vehicle, whether attended or unattended and whether temporarily or otherwise, upon any portion of any park after and/or before hours open to the public, unless approved in writing by the Director.
11. Operate a motorized vehicle or equipment such as a golf cart, utility cart, go cart, ATV, mini-bike, motorcycle, car, truck, segway, hover board, scooter, etc., or any other such motorized riding apparatus in any parks except where posted for designated use (designated trails/pathways, skate parks, special use facilities, etc.) and/or unless otherwise approved in writing by the Director.
12. No minor shall operate a motorized vehicle or equipment such as a golf cart, utility cart, go cart, ATV, mini-bike, motorcycle, car, truck, segway, hover board, scooter, etc., or any other such motorized riding apparatus in any parks except where posted for designated use (designated trails/pathways, skate parks, special use facilities, etc.) and/or unless otherwise approved in writing by the Director.
13. Park, stop or leave standing any vehicle, whether attended or unattended and whether temporarily or otherwise, upon any portion of any park reserved by official traffic signs indicating the restriction.

BEHAVIOR

It is prohibited for any person to:

1. ***Fireworks and Explosives***. Bring or have in his possession or set off or otherwise cause to explode or discharge or burn, any fireworks, torpedo, rocket, or other fireworks or explosives of inflammable material, or discharge them or throw them into any such area from land, street, or highway adjacent thereto. This prohibition includes any substance, compound, mixture, or article that in conjunction with any other substance or compound would be dangerous from any of the foregoing standpoints, unless specifically approved by a Special Use Permit issued and signed by the City.

2. **Firearms.** Carry or have in his possession any firearm, air rifle, bow and arrow, or any other instrument capable of launching or firing any projectile or noxious substance, whether propelled by gunpowder, gas, air, spring, or any other means, while within any park of the department, unless specifically approved by a Special Use Permit issued and signed by the Director. This shall not apply to persons who have the proper permit and are authorized by law to carry a firearm (with the exception of park buildings/facilities).
3. **Tobacco and Smoking.** Smoke or use tobacco products in any City park or recreational area designed in part to be used by children that has play or sports equipment installed or that has been designated or landscaped for play or sports activities; or where people assemble to engage in physical exercise, participate in athletic competition, or witness sports or other events, including sports pavilions, stadiums, gymnasiums, health spas, boxing arenas, swimming pools, roller and ice rinks, and bowling alleys.
4. **Fires.**
 - a. Drop, throw, or otherwise scatter lighted matches, burning cigarettes or cigars, tobacco paper or other inflammable material, within any park.
 - b. Build or attempt to build a cooking fire, except where such cooking fires are limited to City provided park barbeque grills. In such cases, hot coals must be cooled or doused with water after use. Disposing of coals on grass, at the base of a tree, in a storm sewer, or at any other location is strictly prohibited.
 - c. Use of a portable commercial barbeque grill/pit, unless specifically approved by a Special Event Permit issued and signed by the Director.
 - d. Build or attempt to build a fire in a park (other than cooking fires in City provided park barbeque grills), unless specifically approved by a Special Event Permit issued and signed by the Director.
 - e. Ignite, launch and/or release of celebratory lanterns.
5. **Closed Areas.** Enter an area posted as "Closed to the Public"; nor shall any person use or abet the use of any area in violation of posted notices, unless authorized by the Director.
6. **Games of Chance.** Gamble, or participate in or abet any games of chance in a park, unless approved by a Special Use Permit by the Director.
7. **Going Onto Ice.** Go onto the ice of any body of the water in any park, except such areas as are designated specifically as ice skating areas.

8. ***Loitering and Boisterousness.***

- a. Sleep or proactively lounge on the seats, or benches, or other areas.
- b. Engage in loud, boisterous, threatening, abusive, insulting or indecent language; or engage in any disorderly conduct or behavior tending to breach the public peace.
- c. The playing of any radio, phonograph or other musical instrument in such a manner or with such volume as to tend to annoy or disturb the quiet, comfort or repose of persons in any dwelling, hotel or any other type of residence; provided that any such noise that can be distinctly heard at a distance of more than one hundred (100) feet from its source shall be deemed excessive.
- d. The use of loudspeaker or other instrument or device, unless a **permit** be obtained therefor from the City Manager, which permit shall specify the place where such device is to be used and the hours thereof; or the unnecessary calling with the voice for the purpose of attracting attention by the creation of noise or for advertising purposes.

9. ***Exhibit Permits.*** Fail to produce and exhibit any permit from the Director, park attendants, auxiliary police, or Police who shall desire to inspect the same for the purpose of enforcing compliance with this Chapter and other park rules.

10. ***Interference With Permittee.*** Disturb or interfere unreasonably with any person or party occupying any area, or participating in any activity, under the authority of a permit issued by the Director.

11. ***Dogs and Domestic Animals.***

- a. Bring any animal into areas of a park that have been marked by signs bearing that animals/pets are not allowed. Except for service animals used by a disabled person as defined under the Americans with Disabilities Act.
- b. Bring any animal into playground areas, swimming pools, tennis courts, skate parks, buildings and facilities. Except for service animals used by a disabled person as defined under the Americans with Disabilities Act.
- c. Permit the running of a domestic animal at large, unless in a designated program or area such as a "Dog Park", "Off-Leash Area", or other Special Use Areas.
- d. All domesticated animals permitted shall be restrained by a leash no more than six (6') feet in length and held by a competent person.

- e. Permit any vicious animal of any kind to be brought into a park even though restrained as described above.
 - f. Allow an animal to defecate in a park without removing and properly disposing all feces left by such animal.
 - g. Tether any animal to any bush, tree, shrub, or to any park structure.
12. **Feeding of Wildlife.** Feed any wildlife in any park.
13. **Glass Bottles or Containers.** Bring into any park any glass bottles or containers.

MERCHANDISING, ADVERTISING AND SIGNS

It is prohibited for any person to:

1. **Vending and peddling.**
 - a. It is unlawful for any person to sell or offer or expose for sale any lunch or candy, ice cream or other confection whatsoever on the streets, alleys or public places in the City within three hundred (300) feet of any public park, or within any public park within the City. Excluding Ruth Park and Heman Park Community Center, exception is made as to any licensed or permitted concessionaire acting by and under the authority and regulation of the Director.
 - b. Expose or offer for sale any article or thing; nor shall he station or place any news box, stand, cart or vehicle for the transportation, sale, or display of any such article or thing. Exception is here made to any person acting by and under the authority of the Director.
 - c. The City reserves the exclusive right to all concession and vending at all parks, facilities and/or trail areas. This shall include, but not limited to, food/beverage operations, bicycle and boat rentals, t-shirt and novelty sales etc.
2. **Solicitation.**
 - a. Solicit alms or contributions for any purpose whatsoever, whether public or private within any Park, except by written permission of the Director.
 - b. Offer to sell exchange any article or thing, or do any hawking, peddling or soliciting of sales, or buy or offer to buy any article or thing in any park, except by written permission of the Director.

- c. Announce, advertise or call the public attention in any way to any article or service for sale or hire without the expressed written permission of the Director.
- d. Utilize any City park or facility to conduct any private or group instruction/lesson or conduct a service for private or commercial gain without obtaining a permit through the Parks, Recreation and Forestry Department.
- e. Campaign or solicit for petition whether public or private within any park, except by written permission of the Director.

3. **Signs.**

- a. Paste, glue, tack, or otherwise post any sign, placard, advertisement or inscription whatever; nor shall any person erect or cause to be erected any sign whatever, on any park lands without the written permission of the Director.
- b. Leave any approved sign, placard, advertisement, or inscription longer than a period of twenty-four (24) hours after a special event, as heretofore mentioned in this Article, is over. If any of the aforementioned items are left longer than the set period, the Director shall have the authority to have the above items removed.

RECREATION ACTIVITIES

It is prohibited for any person in a Park, Trail, or Special Use Area to:

- 1. **Designated Areas.** Swim, bathe, or wade in any waters, ponds, lakes or waterways in any park, except a) In such waters and at such places as are provided therefore, and in compliance with such regulations as are set forth or may be hereafter adopted. Nor shall any person frequent any waters customarily designated for the purpose of swimming or bathing, or congregate thereat, when such activity is prohibited upon finding that such use of the water would be dangerous or otherwise inadvisable; or b) As part of an organized, authorized, or supervised Parks and Recreation program/special event.
- 2. **Bath Houses and Restrooms.** To dress or undress on any beach, shore, or in any vehicle or other place, except in such restrooms, bathing houses or structures as provided for that purpose.
- 3. **Indecently Exposed or Nude.** Be indecently exposed or nude in a park, unless in a bath house or restroom, as defined by Missouri State Statutes.

4. **Certain Hours.** Frequent any waters or places designated for the purpose of swimming or bathing, or congregate thereat, except between such hours of the day as shall be approved by the Director.
5. **Designated Areas.** Bring into or operate any boat, raft, canoe, kayak, paddle board or other watercraft upon park waters except at places designated for boating by the Director, or as part of an organized, authorized, or supervised Parks, Recreation and Forestry program/special event or when acting pursuant to a concession/vending contract. Such activities shall be in accordance with applicable regulations as are now or may hereafter be adopted.
6. **Boat Motors.** Use any motors on any boat, raft, or other watercraft upon park waters.
7. **Model Boats.** Bring into or operate any model boat upon park waters except at places and/or times designated for model boating by the Director.
8. **Operation of Boats.** Navigate, direct or handle any boat in such manner as to unjustifiability or unnecessarily annoy or frighten or endanger any person or animal.
9. **Prohibition During Closed Hours.** Launch, dock or operate any boat of any kind on any waters between one-half (1/2) hour after sunset and opening hour the following morning, nor shall any person be on, or remain on or in, any boat during the closed hours of the park.
10. **Life Preservers.** Remain on or in any boat, raft, canoe, kayak, paddle board or other watercraft unless a Coast Guard approved life preserver is provided for each occupant of the boat, raft, canoe, kayak, paddle board or other watercraft.
11. **Fishing Laws.**
 - a. Fail to observe the State of Missouri fishing laws.
 - b. Fish offshore in a park except where such locations have been specifically designated for such activity.
12. **Equipment.** Use of any net, trap, gig or other device other than use of hook and line to obtain fish from park waters.
13. **Frogs.** Use any gig, net, trap or other device to obtain frogs from a park or park waters.

14. ***Hunting and Firearms.***

- a. Hunt, molest, harm, trap, kill, shoot, pursue any animal, reptile or bird; or remove the eggs or nest or young of any bird; except snakes known to be deadly poisonous in any park.
- b. Give or offer to give any animal or bird any noxious substance.
- c. Use, carry or possess firearms of any description, or air rifles, spring guns, bow and arrows, slings or any other forms of weapons potentially inimical to wildlife and dangerous to human safety, or any instrument that can be loaded with fire blank cartridges, or any kind of trapping device except the use of bows and arrows at archery ranges as established by the Director. Shooting into park areas from beyond park boundaries is forbidden. This provision shall not apply to any programs presented by the Parks, Recreation and Forestry Department.

15. ***Camping.***

- a. Camp or sleep in the parks and other than in designated areas as approved by the Director.
- b. Camp or sleep overnight at any park unless first obtaining a permit. The permit shall be displayed in a place visible to all representatives of the City. Camping includes all tents, shacks, shelters or special vehicles to be used or that could be used for such purposes.
- c. Erect, hang, or construct any tent/awning/canopy in any park, unless where specific written approval has been made by the Director.

16. ***Horseback Riding.***

- a. Ride or otherwise bring any horse, mule, pony or other such riding animal in any park, except where posted for use of special trails etc. or unless special written permission for said use is obtained from the Director, or for service animals used by a disabled person as defined under the Americans with Disabilities Act.
- b. Allow an unbroken or unrestrained horse, mule, pony or other such riding animal in a park, and shall not allow them to graze or go unattended.
- c. Allow a horse, mule, pony or other such riding animal to defecate in a park without removing and properly disposing all feces left by such animal.
- d. Tether any horse, mule, pony or other such riding animal to any bush, tree, shrub, or to any park structure.

17. **Games.**

- a. Take part in or abet the playing of any games involving thrown or otherwise propelled objects such as stones, arrows, javelins, lawn darts, flying disc, golf, model airplanes, kites, bocce ball, dodge ball and horseshoes except in areas specifically set apart for such forms of recreation or upon the written approval of the Director.
- b. Take part in or setup/construct the playing of any games involving the use of volleyball/badminton nets/poles; baseball, softball, stickball, whiffle ball, and kickball; soccer, lacrosse, field hockey, football, rugby, and cricket; except in areas specifically set apart for such forms of recreation or upon the written approval of the Director.

18. **Skateboards, roller skates, in-line skates, coasters, scooters, hover boards.**

- a. Ride or otherwise bring any skateboards, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus in any parks except where posted for designated use (designated trails/pathways, skate parks, etc.).
- b. Bring any skateboards, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus on other than a paved vehicular road, trail or pathway designated for that purpose.
- c. Fail to comply with all traffic rules and regulations as apply to the operation of skateboards, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus on City streets.
- d. Every person operating a skateboard, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus upon a City trail or pathway shall ride as near to the right side of the trail or pathway as practicable, exercising due care when passing a pedestrian or cyclist.
- e. Persons operating skateboards, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus upon a City trail or pathway shall ride single file when passing a pedestrian or other cyclist.
- f. No person shall operate a skateboard, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus upon a City trail or pathway at a speed greater than fifteen (15) miles per hour and as reasonable and prudent under conditions then existing.

- g. Every person operating a skateboard, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus upon a City trail or pathway shall give an audible signal before passing a pedestrian or cyclist.
- h. Every person operating a skateboard, in-line skates, roller skates, coasters, scooters, hover boards or any other such riding apparatus upon a City trail or pathway shall at all times exercise the highest degree of care to avoid colliding with another trail or pathway user and shall always yield to pedestrians.

19. Bicycles

- a. Bring a bicycle(s) in any parks except where posted for designated use (designated trails/pathways, skate parks, etc.).
- b. Leave a bicycle in a place other than a bicycle rack when such is provided, and space is available.
- c. Leave a bicycle lying on the pavement or in any place or position where other persons may trip over it or be injured by it.
- d. Ride a bicycle on other than a graveled, wood chipped or paved vehicular road, trail or pathway designated for that purpose, except a bicyclist may wheel or push a bicycle by hand over any grassy area or wooded trail or on any paved area reserved for pedestrian use.
- e. Fail to comply with all traffic rules and regulations as apply to the operation of bicycles on City streets.
- f. Every person operating a bicycle upon a City trail or pathway shall ride as near to the right side of the trail or pathway as practicable, exercising due care when passing a pedestrian or other user.
- g. Persons operating bicycles upon a City trail or pathway shall ride single file when passing a pedestrian or other user.
- h. No person shall operate a bicycle upon a City trail or pathway at a speed greater than fifteen (15) miles per hour and as reasonable and prudent under conditions then existing.
- i. Every person operating a bicycle upon a City trail or pathway shall give an audible signal before passing a pedestrian or another user.

- j. Every person operating a bicycle upon a City trail or pathway shall at all times exercise the highest degree of care to avoid colliding with another trail or pathway user and shall always yield to pedestrians.

20. Pedestrians

- a. Shall remain as near to the right side of the trail or pathway as practicable.
- b. Shall give an audible signal before passing another pedestrian or other user.

21. **Model Airplanes, Drones, and other Unmanned Aircraft Systems.** Control, use, fly or otherwise cause to become airborne any model airplane, helicopter, drone or similar unmanned aircraft systems, if such device is operated by some type of electric, gas, battery, or other self-contained motorized power, whether such device shall have been unprogrammed, preprogrammed or controlled by a remote controlled device of any type, on, from, or within twenty-five (25') feet of any public park property without the written consent of the Director. In such cases, the operator must be in full compliance and adhere to all applicable Federal, State, County and Municipal regulations, rules and laws regarding their use, and as may be amended from time to time, and implemented thereafter.

22. **Amusement Rides, Games, Booths, Activities, Bands and D.J.'s.** Use amusement rides, inflatables, games, booths, activities, portable commercial barbeque pits, bands or D.J.'s in a park, without the written approval of the Director.

23. **Photos, Film and Video.** Take part in the taking of filming/commercial photography, film or video shoots etc. in a park, without the written approval of the Director.

24. **Geocaching.** Deface, injure, destroy, remove or use without authority any public facility or public property including wildlife, plants, animals and archeological, historic or geological objects found within a park. Digging to hide geocaches is prohibited.

- a. All cache containers must display the words "Official Geocache" clearly on the outside of the container.
- b. All cache containers may not be constructed of piping, tubing, ammunition boxes or any other suspicious containers.
- c. Cache containers are not permitted inside or upon a City Park building, structure, monument, historical or archaeological feature.

- d. Cache containers are not allowed within close proximity to streams, marshes or ecologically sensitive water features.
 - e. Parks, Recreation & Forestry Department has the right to restrict or limit geocaching within a park under its authority.
 - f. All geocaches must be registered with the Parks, Recreation & Forestry Department.
 - g. All caches must be registered on the Internet with Geocaching.com.
25. ***Metal Detectors.*** Deface, injure, destroy, remove or use without authority any public facility or public property including wildlife, plants, animals and archeological, historic or geological objects found within a park.
- a. The use of metal detectors is strictly prohibited in historic, cultural or ecologically sensitive areas and in highly managed lawn and landscaped areas in Parks.
 - b. Users may probe with a screwdriver, ice pick or similar device so long as the shaft is no larger than ¼” diameter and the user does not damage plants or geological features. Any further disturbance of topsoil or digging is not permitted.
 - c. Any collecting may be done for personal use only and not for commercial purposes.
 - d. City has the right to restrict or limit metal detecting within a park.
 - e. Any items found must be reviewed by parks and recreation staff and may be retained by the Department for further investigation except for modern jewelry or modern coins.

VI. DEFINITIONS

The following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word “*shall*” is always mandatory. The word “*may*” is suggestive.

AUTHORIZED: Any City employee, volunteer, contractor, or other person or organization authorized by the Parks, Recreation and Forestry Director.

BICYCLE: Shall mean any device, other than a wheelchair, which is propelled by human power and has one or more wheels.

CITY: The City of University City, Missouri

DIRECTOR: The term Director shall mean the Director of Parks, Recreation and Forestry or his/her respective designee(s).

EXCESSIVE LOUD OR UNUSUAL NOISES: The creation of any unreasonably loud, disturbing or unnecessary noise in the City is prohibited.

PARK: A park, pavilions, playgrounds, recreation center, swimming pools, splash pads, athletic fields, tennis courts, basketball courts, ice rinks, skate parks, trails, dog parks, ponds/lakes, golf facilities, amphitheaters, greenways, nature areas and or any other area in the City, owned or used by the City, and devoted to active or passive recreation.

PEDESTRIAN: Includes any person walking, jogging, running, in-line skating, baby carriage, children's wagon, or riding in a wheelchair or other device used by a disabled person as defined under the Americans with Disabilities Act.

PERMIT: The term permit shall mean written authorization for specific uses of parks, facilities or areas as required.

PERSON/INDIVIDUAL: Any person/individual, firm, partnership, association, corporation, company, or organization of any kind.

PUBLIC ASSEMBLY: Includes demonstrations, exhibitions, temporary structures/displays, picketing, speechmaking, marching, holding vigils or religious services, meetings, or gatherings, and all other like forms of conduct, which involve the communication or expression of views or grievances, engaged by individuals at all City of University City parks, trails, nature reserves and facilities.

SPECIAL EVENT: Activity or Activities that are not normally associated with the general public's use of a park and/or facility. Special Events shall be regulated by permits, contracts or agreements approved by the City.

SPECIAL USE AREAS: Shall include properties and/or facilities under the jurisdiction of the Parks, Recreation & Forestry Department that are generally regulated by permits, contracts or agreements approved by the City. Special Use Areas may be exempt from certain regulations set forth in this chapter subject to terms of the agreement and uses permitted therein as approved by the Director of Parks, Recreation and Forestry.

TRAIL: The term trail shall mean routes maintained by the Parks, Recreation and Forestry Department, and ten (10) feet on either side, that are designed and

intended specifically for non-motorized public travel (with the exception of where motorized vehicles are permitted as defined under the Americans with Disabilities Act) through city-owned and/or managed areas or through public property that is designated and operated as a public park for general recreational use.

VEHICLE: Any wheeled conveyance, whether motor powered, animal-drawn, or self-propelled. The term shall include any trailer in tow of any size, kind, or description. Exception is made for baby carriages, children's wagon, and wheelchairs; and motor vehicle(s) used by a physically disabled person as defined under the Americans with Disabilities Act, and vehicles in the service of the City's parks and recreation system.

VII. RESPONSIBILITIES

1. The Director is hereby authorized to establish rules, which he determines are necessary to properly maintain, operate, develop, or construct City parks, facilities and/or trail areas, or to assure the safety of users of said parks and recreation facilities.
2. The Director and any authorized park employee shall have the authority to eject from the park any person acting in violation of this Article.
3. The Director and park attendants shall, in connection with their duties, diligently cooperate with the Police Department to insure the enforcement of the provision of this Article.

VIII. PROCEDURES

The provision of these rules and regulations shall not be applicable to City employees, volunteers or contractors of the City, while actually engaged in their official duties, nor shall the provisions of these rules and regulations be applicable to City Officials while attending to official park business.

MEMORANDUM



TO: Parks Commission

FROM: Darren Dunkle, Director of Parks, Recreation & Forestry

DATE: February 12, 2021

SUBJECT: Parks Monthly Report

ADMINISTRATION

1) Departmental Policies and Procedures

- a) Continued to work on the development of a more formal documented system of policies and procedures.
- b) Continued to work with the Police Department and legal counsel to review recommended "Park Ordinances". It is anticipated that legal council will have revised ordinances ready to present at the February 22nd Council Meeting.

2) Maintenance Investment/Improvement Plan, Capital Investment/Improvement Plan, Refurbishment/Replacement Plan.

Continued to work on the development of an overall plan to identify the maintenance and operational needs of the department. This plan will include itemized work, life cycles, estimated costs, etc.

3) Golf Course Management Plan - Continued working on the development of an overall Golf Course Management Plan.

4) Department Reorganization

- a) Submitted a proposal for the restructuring of Recreation & Golf Personnel, which included the identification of the needs, roles, and responsibilities of the Recreation & Golf (operations) Division's and employees and analyzing operational changes that are needed to be more efficient and effective. This included the review of existing job descriptions and analyzing individual job scope, goals, and objectives.

5) Personnel

- a) City Council approved the restructuring and title of the Parks Superintendent position to create a Deputy Director of Parks Maintenance position. Job Announcement has been posted on the City Website, Indeed and on the Missouri Park & Recreation website.
- b) City Council approved the restructuring and title of one of the Crew Leader positions to create a Parks Supervisor position.
- c) With the recent resignation of the Golf Manager, a Job Announcement has been posted on the City Website, Indeed and on the Missouri Park & Recreation website.
- d) Advertised the vacant Crew Leader position on the City Website, Indeed and on the Missouri Park & Recreation website.

- e) Working on a plan to bring back furloughed personnel in anticipation of the reopening of Centennial Commons and the Heman Park Pool in the spring.

6) Capital Improvement Projects

- a) Annual Tree Trimming – Contractor is currently on the job.
- b) Ballfield Groomer – Identified equipment need and waiting for approval to move forward.
- c) Dog Park Pavilion/Shade Structure – Continue to identify options.
- d) E.A.B. Program/ Hazardous Tree Removal - Contractor is currently on the job.
- e) Enclosed Trailer - Identified equipment need and waiting for approval to move forward.
- f) Asphalt Trail Repairs at Heman Park – Working with engineering contractor to develop a scope of work.
- g) Parking Lot & Trail Sealing and Striping at Heman Park - Developed Bid Documents and waiting for approval to move forward.
- h) Pool Painting at Heman Park – Due to timing, will probably have to roll over project until late summer of 21.
- i) Security Lighting – Heman Park – Continue to identify options.
- j) Playground Surfacing – Kaufman, Kingsland and Mooney Parks. Council approved the bid submitted by S. Bollinger & Associates.
- k) Golf Course Netting - Have issued Notice to Proceed. Contractor is waiting for the weather to break to begin work.
- l) Golf Course Parking Lot Repair/Replacement – Council approved the bid submitted by E. Meier & Associates. Project is anticipated to take place this spring.
- m) Wide Area Mower – Received new mower.

7) Supply Bids

- a) Prepared bid specifications and went out to bid for Leaf and Natural Mulch to be used within the Parks System.
- b) Prepared bid specifications and went out to bid for Topsoil to be used within the Parks System.
- c) Prepared bid specifications and went out to bid for Engineered Hardwood Fiber to be used on playgrounds within the Parks System.

8) Grant Projects

- a) Reviewed 50% drawings for Ackert Park Project.
- b) MSD Project Clear Grants – Continue to explore possible grant opportunities.

- 9) Park Priorities – Began work on the review and prioritization of park priorities for the Capital Improvement Program and FY22 Budget.

- 10) Reopening of Centennial Commons and Heman Park Pool – Continued to work on the development of a reopening plan for Centennial Commons and Heman Park Pool for spring.

- 11) FY22 Budget – Began preparations for the FY22 Budget and the CIP.

RECREATION OPERATIONS

- 1) Fees and Charges – Based on the procedures outlined in the Revenue and Pricing Policy, staff continued to review the existing pricing and will make recommendations on new fees and charges for the FY22 Budget.
- 2) Contract Instructors – Continue waiting for legal counsel to review and approve.
- 3) Volunteer Guidelines – Continued working on guidelines and job descriptions for volunteers used in programs.
- 4) Software Upgrades – Staff continued to work with IT and vendor on preparation of upgrading the current RecTrac/GolfTrac recreation software. It is anticipated that the software upgrade will take place this spring.
- 5) Heman Park Pool – Met with Contractor on plans for the upcoming season.
- 6) Baseball/Softball Leagues – Continue to work with outside organizations on the scheduling of leagues for the year.

PARK OPERATIONS

- 1) Park Closures – Maintenance staff continues to place caution tape/fencing and on/at all basketball, pavilions and athletic fields. Staff are checking these areas daily and making necessary repairs.
- 2) Leaf Pickup – Continued mulching and picking up of leaves within the park system.
- 3) Tree Pruning – Continued tree pruning within the parks.
- 4) Stump Removal – Continued with the removal of stumps from trees taken down by the Forestry Division throughout town.
- 5) Equipment Repair – Started winter prep and repair of all equipment.
- 6) Ice & Snow Removal – Performed ice and snow removal on City parking lots and sidewalks.
- 7) Mowing Contract – Met with Contractor to go over plans for the upcoming season.

GOLF OPERATIONS

- 1) Attendance – 669 Rounds in January; 24,246 Rounds in FY21 compared to 19,548 rounds at the same time last year. Overall revenue is up by \$135,293.99 over the same time last year.
- 2) Policies and Procedures – Continued to review and upgrade policies and procedures for tournaments, leagues, high school team usage etc.
- 3) Leagues and Tournaments – Continue to work on the scheduling of leagues and tournaments for the year.
- 4) Leaf Pickup – Continued mulching and picking up leaves.
- 5) Equipment Repair – Continued winter prep and repair of all equipment.