



**PARKS COMMISSION  
HEMAN PARK COMMUNITY CENTER  
975 PENNSYLVANIA**

**Tuesday, November 15, 2022  
6:30 p.m.**

**AGENDA**

- A. MEETING CALLED TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF AGENDA**
- D. APPROVAL OF MINUTES**
  - 1) October 18, 2022
- E. CITIZEN PARTICIPATION**
- F. DEPARTMENT REPORT**
- G. COUNCIL LIAISON REPORT**
- H. COMMISSION MEMBERS PARK INSPECTIONS REPORT**
- I. UNFINISHED BUSINESS**
  - 1) Recreation Priorities
  - 2) Parks Priorities
- J. NEW BUSINESS**
  - 1) Metcalfe Park Improvements
  - 2) Redbird Rookies
- K. COMMISSION COMMENTS**
- L. ADJOURNMENT**

**MINUTES OF A REGULAR MEETING OF THE  
PARK COMMISSION  
CITY OF UNIVERSITY CITY, ST. LOUIS COUNTY, MISSOURI  
TUESDAY, OCTOBER 18, 2022**

**Agenda Item A: Call Meeting to Order**

Park Commission President, James Wilke called the meeting to order at 6:37 pm.

**Agenda Item B: Roll Call**

Those in attendance included Commission President James Wilke, Commission Members Carl Hoagland, Meg Ullman, Su Schmalz, and Amy Gascon. Also, in attendance was Staff Liaison Darren Dunkle, Director of Parks, Recreation and Forestry. Those not in attendance included Council Liaison Steve McMahon and Commission Member Lisa Hummel.

**Agenda Item C: Approval of the Agenda**

Commission Member Hoagland motioned, and Commission Member Gascon seconded to approve the agenda. The motion was approved.

**Agenda Item D: Approval of the Minutes**

Commission Member Schmalz asked that the agenda be amended to remove the Commission Comment attributed to her as she didn't recall making a Commission Comment.

Commission Member Hoagland motioned, and Commission Member Gascon seconded to approve the agenda as amended. The motion was approved.

**Agenda Item E: Citizen Comments**

Ms. Hyla Bondaett and Ms. Katina Stieholz from the Late Bloomers Women's Soccer group asked about the possibility of using athletic fields on the north side of Heman Park and the use of the lights. They also spoke about the possible use of the indoor soccer field at Centennial Commons.

**Agenda Item F: Department Report**

Mr. Dunkle highlighted the following:

- 1) Driving Range Repairs – Mr. Dunkle reported that staff had made a recommendation and received approval from the City Council on August 8<sup>th</sup> for the first phase of the repairs/improvements to the Driving Range. He further stated that the Driving Range had been closed down beginning the week of August 15<sup>th</sup> and would remain closed until May of 2023.
- 2) Flood – Mr. Dunkle reported that the severe storms that took place on July 26<sup>th</sup> and July 28<sup>th</sup> created a severe flash flood which caused the flooding of most of Heman Park and caused damage to athletic fields, Centennial Commons, Heman Park Pool, and all maintenance facilities, etc. He further stated that it was unknown at the time when restoration efforts would begin or would be completed, as the city is applying for reimbursement funds from FEMA.

- 3) Heman Park Athletic Field Lights – Mr. Dunkle reported that a Control-Link System has been approved for the scheduling of field lights for the athletic fields on the north side of the park. He further stated that this project should be completed within the next month depending on the availability of supplies etc.
- 4) Sealing and Striping of Trails, Parking Lots and Tennis Courts - Mr. Dunkle reported that due to the current labor market and scheduling, these project would not be completed until spring.

#### **Agenda Item G: Council Report**

No Report

#### **Agenda Item H: Commission Members Park Inspection Report**

- 1) Lewis Park (Amy Gascon) – Reported that one of the fountains was not working.
- 2) Ruth Park Woods (Meg Ullman) – Wanted to give a congrats to the parks crews for regrading the trail and filling the holes.
- 3) Ruth Park G.C. (Su Schmalz) – Reported that the course was in good shape.
- 4) Kaufman Park (Su Schmalz) – Reported that the park looked good.
- 5) Eastgate Parks (Meg Ullman) – Stated that pipes had been placed in the rights-of-way for some type of project. Mr. Dunkle stated that Missouri American Water had been replacing pipes in that area.
- 6) Flynn Park (Carl Hoagland) – Commented on the erosion on the hillside above the playground that was causing dirt to be placed on the playground surfacing.
- 7) Heman Park (James Wilke) – Reported that there seemed to be MSD work within the right-of-way on Midland. Requested the removal of leaves around all backstops. Commented on the Jack Buck baseball field damages and if it would be playable by March for the high school baseball team.

#### **Agenda Item I: Unfinished Business**

- 1) Recreation Priorities - Discussed the possible partnering with the Cities of Olivette, Clayton and youth organizations within the community. Further discussed the possibility of having a meeting with representatives of the organizations to discuss their needs and how we can work together. Also discussed was the possibility of placing information on the city website on how to contact these organizations.
- 2) UCity 100<sup>th</sup> Birthday - Commission President Wilke stated that the city should look to have a number of events throughout the city to celebrate 100<sup>th</sup> anniversary.

#### **Agenda Item J: New Business**

- 1) Park Priorities – Mr. Dunkle reported that pickleball wasn't part of the FY22 Park Priorities, however, it could be part of the Commission discussions for FY23 Park Priorities. Discussion took place regarding the Parkview Gardens Association possible interest in providing funding for the development of pickleball courts and other amenities at Metcalfe Park. The Commission asked the Director if it would be possible to bring staff's priorities to the next meeting.

#### **Agenda Item K: Commission Comments**

No Comments

**Agenda Item L: Adjournment**

The meeting was adjourned at 8:02 pm

DRAFT



## AGENDA ITEM COVER

**MEETING DATE:** November 15, 2022

**AGENDA ITEM TITLE:** Parks Capital Improvement Priorities

**AGENDA SECTION:** New Business

---

### **BACKGROUND REVIEW:**

Each year the City goes through the exercise of identifying projects, items, vehicles and equipment to be considered by the City Council for the adoption of a Capital Improvement Program (CIP) for the next five years. As part of the CIP, projects, items, vehicles and equipment must meet the criteria of either having a life span of at least seven years or must have an individual value of \$25,000 or more.

Over the past several years the Parks Commission has conducted an exercise in which they review, discuss and vote on the projects and the priorities of projects.

### **ACTION:**

No action is necessary, however, there must be a motion and a second by a Commission member to make recommendations, and the motion must be approved by the majority of the Commission.

### **ATTACHEMENTS:**

- 1) FY22 Park Capital Improvement Priorities

# **City of University City Parks Commission Priorities Report 2022**

James Wilke, President

Carl Hoagland, Member

Lisa Hummel, Member

Su Schmalz, Member

Margaret Ullman, Member

Darren Dunkle, Director of Parks, Recreation and Forestry

Steve McMahon, City Council Member

## Table of Contents

Introduction.....	2
Project Descriptions from the Department.....	3
Parks Commission Process Description.....	7
Parks Commission Priorities.....	8

## **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 regularly visits parks and reports 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-----	Open
Heman Pool-----	Open
Community Center-----	Open
Ackert/Greenway South-----	James Wilke
Adams-----	Su Schmalz
Eastgate-----	Margaret Ullman
Flynn-----	Carl Hoagland
Fogerty-----	Open
Greensfelder-----	Open
Heman-----	Open
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



# **Project Descriptions from the Department**

## **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.

A description of the projects identified by the Department are set forth below with the descriptions provided by the Department. The Commission's votes and discussion regarding the reasons for the Commission's priorities is not reflected in these descriptions. The order of the project descriptions reflects the Department's priority order.

### **Greensfelder Park Phase 1**

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 and affects maintenance and delivery. As such, it is recommended that the City explore grant opportunities to help fund Phase I of the project which would include solutions to the storm water issues.

### **Heman Park – Centennial Commons – EIFS Painting and Caulking**

A partial restoration effort to the exterior walls at Centennial Commons was undertaken in 2017. The work consisted of installation of "weepers" 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.

### **Update the 2008 Comprehensive Parks Master Plan**

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. Much like the Citizen Satisfaction Survey, a public engagement process could include both public meetings and a citizen survey to determine the needs and wants of the community.

### **Update the 2014 Heman Park Site Master Plan**

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 implemented. It should be completed *after* MSD has made a decision regarding the placement of projected storage tanks.

### **Greensfelder Park Phase 2**

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 a 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 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.

### **Heman Park - ADA Improvements**

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 Parking Lot and Drives**

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 3) in coordination with other individual improvements.

### **Heman Park - Swimming Pool Pumps**

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**

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, 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 Parks Commission needs to be made to replace 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 Parks staff supports eliminating the mobile stage and setting up a permanent stage in an existing park.

#### **Heman Park – Beautification**

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 3) in coordination with other individual improvements.

#### **Heman Park – South Shelter Roofs**

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.

#### **Heman Park – River Des Peres**

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 3) in coordination with other individual improvements.

#### **Rabe Park – Playground and Surfacing**

During the audit analysis it was determined that the playground and surfacing at Rabe Park ranked 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 3**

The City received a 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. The question being asked by the Park Commission is whether a full park is needed in the area.

#### **Ruth Park Golf Course – Short Game Practice Area**

Completion of short game practice area and replacement of existing driving range tee turf.

#### **Lewis Park – Playground and Surfacing**

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.

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

The Commission voted in July 2019 to apply for a planning grant in 2020 to repair the golf shop and build an emergency shelter at the end of the driving range. To date this has not happened. 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 need repair and painting. There is a need to improve aesthetics, eliminate yearly maintenance repair costs, provide a comfortable setting for guests and possibly add a concessions deck and below storage for golf carts.

#### **Ruth Park Golf Course – Lights for the driving range**

\*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 previous 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.

#### **Heman – Aquatics facility at Centennial Commons**

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 installation of tanks in Heman Park could fund the indoor aquatics facility.

## **PROCESS**

This year the Parks, Recreation, and Forestry Department organized its priorities by listing projects with action dates. The Parks Commission reviewed the list of the Department's priorities and placed them into an order of most needed to least based on input from the Department, commissioner's park visits and monthly discussion in the commission meetings. The final list of priorities for the Parks Commission was finalized at the January meeting, and the list received a final vote at the February meeting.

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 major discrepancy is the lower priority placed on Greensfelder Park by the Parks Commission. Also, there are three items (*in italics*) that were not listed in the Parks, Recreation and Forestry document that received priority votes from the Parks Commission.

### Category 1: Projects over \$250,000

Title	Short Description	Page	Park Staff priority	Proj. Comp Date	Park Commission priorities
Heman Park	ADA improvements	p. 6		FY24	<b>1<sup>st</sup> (tie)</b>
Heman Park	Playground	No Description		FY 24	<b>1<sup>st</sup> (tie)</b>
Rabe	Playground & surfacing	p. 7		FY 24	<b>1<sup>st</sup> (tie)</b>
Ruth Park	Deck & golf cart storage	p. 7		No date given	<b>3<sup>rd</sup> (tie)</b>
Lewis Park	Playground & surfacing	p. 7		FY 24	<b>3<sup>rd</sup> (tie)</b>
Heman Park	South parking lot & drives	p. 6		FY 24	<b>6<sup>th</sup> (tie)</b>
Heman Park	River Des Peres	p. 6		FY 24	<b>6<sup>th</sup> (tie)</b>
Greensfelder	Phase 1 development	p. 5		FY 24	<b>No votes</b>
Greensfelder	Phase 2 development	p. 6		N/A	<b>No votes</b>
Greensfelder	Phase 3	p. 6		N/A	<b>No votes</b>

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

Title	Short Description	Page	Park Staff priority	Proj. Comp. Date	Park Commission priorities
Heman	Centennial Commons- EIFS painting & caulking	p. 5		FY 23	<b>1<sup>st</sup> (tie)</b>
Heman	Swimming pool pumps	p. 6		FY 24	<b>1<sup>st</sup> (tie)</b>
Heman	South shelter roofs	p. 6		FY 24	<b>1<sup>st</sup> (tie)</b>
Ruth	Driving range lights	p. 7		N/A	<b>3<sup>rd</sup></b>
Heman	Park pavilion & bandstand	p. 6		FY 24	<b>4<sup>th</sup></b>
Ruth	Maintenance lot and drive	<b>Completed</b>		FY 25	<b>5<sup>th</sup></b>
Heman	Beautification	p. 6		FY 24	<b>No votes</b>
Ruth	Centennial Commons aquatic center	p. 7		N/A	<b>No votes</b>

### Category 3: Projects under \$100,000

Title	Short Description	Page See doc., Parks & Recreation Programs 2022	Park Staff priority	Proj. Comp. Date	Park Commission priorities
Heman	Tennis court resurfacing & signage	No description		FY 23	<b>1<sup>st</sup></b>
Metcalfe	Playground surfacing/ADA improvements	No description		FY 26	<b>2<sup>nd</sup> (tie)</b>
Heman	Basketball court resurfacing	No description		FY 24	<b>2<sup>nd</sup> (tie)</b>
Kaufman	Tennis court resurfacing & signage	No description		FY 25	<b>4<sup>th</sup></b>
Ruth	Short game practice area	p. 7		N/A	<b>No votes</b>
All parks	Update 2008 comprehensive parks master plan	p. 5		N/A	<b>No votes</b>
Heman	Update 2014 Heman master plan	p. 5		FY 23,? after MSD Plan	<b>No votes</b>