

City of Wildwood
Council Planning/Parks Committee
“Planning Tomorrow Today”
Minutes from the
May 19, 2020 Meeting

The Council Planning/Parks Committee meeting was called to order by Chair McCutchen, at 6:32 p.m., on May 19, 2020, ***in a virtual format (Zoom Webinar).***

I. Welcome and Roll Call:

The roll call was taken, with the following results:

PRESENT – (7)

Council Member Gragnani
Council Member Bartoni
Council Member Remy
Council Member Dodwell
Council Member Bopp
Council Member McCune
Council Member Garritano
Chair McCutchen

ABSENT – (1)

Council Member Bopp

Other City Officials present:

Joe Vujnich, Director of Planning and Parks
Kathy Arnett, Assistant Director of Planning and Parks
Gary Crews, Superintendent of Parks and Recreation
Travis Newberry, City Planner

II. Approval of Minutes from the Committee’s Meeting of March 17, 2020

A motion was made by Council Member McCune, seconded by Council Member Remy, to approve the minutes of the March 17, 2020 meeting. A voice vote was taken to approve the motion, with unanimous, affirmative result. The motion was declared approved by Chair McCutchen.

III. Public Input (opportunity for the public to speak to any Action Item on Tonight’s Agenda)

None

IV. Action Items

a.) Planning Matters – One (1) Item Ready for Consideration

1.) Modifications to Budget Due to COVID – 19 (Wards – All)

Director of Planning and Parks Vujnich provided an overview/explanation of the memorandum submitted to the Committee by the City Administrator concerning the impact the COVID-19 Coronavirus will/might have on the City's budget. He advised the City Administrator is anticipating a significant reduction in revenues from general sales taxes, gasoline/fuel taxes, utility franchise taxes, and court fines. Director of Planning and Parks Vujnich noted the issue is complicated further by not knowing how long the decreased revenues will continue. He pointed out the City Administrator does expect the sales tax revenues to be the slowest to recover. The expected/estimated revenue losses for half of March and all of April, May, and June 2020, will be between 25 -50%. Director of Planning and Parks Vujnich briefly noted the available Contingency and Reserve Funds, as explained by the City Administrators Memorandum, and pointed out the available Contingency Funds would more than cover revenue losses should it be needed. However, Director of Planning and Parks Vujnich advised the City Administrator has implemented several actions to minimize the use of reserve funds and maintain efficient and user-friendly services:

1. Making City services available on-line (permits, zoning authorizations, and business licenses).
2. Making City Hall Staff available by appointment.
3. Cancelling City Events to protect against the Corona Virus and saving the expenditures budgeted for these events.
4. Asking Team Members to make concerted efforts to reduce spending, where possible, while still maintaining current levels of service.

In addition, the City Administrator recommended reducing Operating Expenditures and to freeze Capital Expenditures.

Discussion among Committee Members included the following: whether the sidewalk extension along Strecker Road could be continued, despite the recommended freezing of Capital Expenditures and if TGA Funds could be used for the project (it was recommended to save this discussion for the Administration and Public Works meeting); whether it would be wise to stop construction of the Green Pines Park, until the economy recovered, and if that could be accomplished without penalty; the fact there is a contract in place for the construction of the Green Pines Park and ending construction would be difficult; the fact the "Minimum Fund Balance" of 25% of the operation budget was established by City Council in 2011;

the question if any of the Capital Improvement Program items that are being froze will cause any safety issues/concerns; the fact safety of the residents should be considered above saving money; and the hope the Capital Improvement Program items being froze will not be forgotten.

b.) Parks Matters – Three (3) Items for Consideration

1.) Update on Construction Progress at Green Pines Park (Ward – Five)

Director of Planning and Parks Vujnich updated the Committee on the construction progress at the new Green Pines Park:

1. Preliminary grading is underway
2. Stormwater improvement locations have been identified and underway.
3. Utility pole relocation by Ameren Missouri is scheduled for the coming week.
4. Sanitary lines have been extended to the site of the proposed restroom.
5. Three (3) change orders have been submitted and approved.
6. One (1) invoice has been submitted and paid.
7. An unmapped electrical line was discovered and must be relocated. This relocation will cost an estimated \$7,000.00 to \$8,000.00, but the cost will be offset by a significant savings in plumbing needs.
8. Weather has been causing numerous construction delays.

2.) Update on Virtual Recreation Programs and Events (Wards – All)

Assistant Director of Planning and Parks Arnett explained the *virtual recreation events* the Department has been organizing in the weeks since March 17, 2020. These events include:

1. A four (4) week Run/Walk/Bike Challenge.
2. Fun is not Cancelled Events (Chalk Your Walk; Positive Window Messages; Scavenger Hunt; and Coloring Pages).
3. Virtual Arbor Day/Be Brave 5K Run/Walk.

Additional Events Include:

1. Virtual Senior YOGA.
2. Virtual Bingo Games (explained by City Planner Travis Newberry).
3. Food Drive, with the St. Louis Area Foodbank.

In the coming month for kids:

1. Plant for Hope (planting Sunflower seeds).
2. Earth Ninja (making trash into something useful).
3. Rec in a Bag (hand out craft supplies in a bag).
4. Gold Rock Scavenger Hunt (gold rocks will be hidden in parks, with clues to them provided by the City).

Other Events Being Planned/Considered:

1. Online Puzzles.
2. Virtual Days on the trails (walkers, runners, mountain bikes, equestrians).
3. Trivia Game
4. Virtual Concerts.
5. Cooking Challenge.
6. Guided Virtual Hikes

Discussion among Committee Members included the following: how the gold rocks would be hidden in the parks; the fact *painted rocks* and *Kindness Rocks* have been a huge hit on the trails; and the fact the only kids event at this point that has a cost is the Plant for Hope (the Sunflower seeds).

3.) Update Report on Facility Reservations, Event Registrations, and Ongoing and Long-Term Maintenance Costs for Parks and Trail Facilities (Wards – All)

Assistant Director of Planning and Parks Arnett provided an overview for the Committee concerning the status of facility reservations, event registrations, and the ongoing and long-term maintenance costs for the parks and trail facilities within the City. She noted the current pandemic situation has had tremendous impact on park facilities and events and will likely not return to any normalcy for quite some time. However, even though pavilions and playgrounds are not available for use, the maintenance issues still must be addressed (grass cutting, playground maintenance, de-winterization of restrooms, Dog Park preparation, etc.).

Discussion among Committee Members included the following: the question of why the new Phase 3 parking lot development was closed for use; and the explanation the two (2) new pavilions that were part of the Phase 3 Community Park Development were being used for large gatherings therefore, the parking lot was closed to use.

c.) Executive Session Pursuant to RSMO 610.021 – No Items for Consideration

V. Not Ready for Action – Planning and Parks Matters – Seven (7) Items

Nothing ready for discussion.

VI. Other Matters

The Committee complimented the Department Staff for accomplishments and performance during the COVID-19 Coronavirus shut-down.

The Committee made special mention of the support and service of Council Member Gragnani, who would soon be leaving his position on City Council and this Committee. A round of applause was made for Dr. Gragnani.

VII. Closing Remarks and Adjournment.

Director of Planning and Parks Vujnich and Chair McCutchen summarized the evening's meeting and **a motion was made by Council Member Remy, seconded by Council Member McCune, to adjourn. A voice vote was taken to approve the motion, with unanimous, affirmative result, and it was declared approved by Chair McCutchen at 7:17 p.m.**