

City of Wildwood, Missouri
Record of Proceedings



WILDWOOD

Watershed Erosion Task Force Meeting

Wednesday, April 27, 2022

Wildwood City Hall, 16860 Main Street, Wildwood, Missouri 63040

Meeting #30 Minutes

The Watershed Erosion Task Force meeting was called to order at 6:00 p.m., on Wednesday, April 27, 2022, being hosted at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri 63040, via the Zoom Webinar Platform.

I. Roll Call of Task Force Members

A roll call of members was taken, with the following results:

Present: Citizen Members Bartelsmeyer, Delanty, Sturman, Berger, and Holthouse and Council Members Brost, Edens, Ottenberg (*arriving at 6:28 p.m.*), Hopper, and Farmer

Absent: Citizen Members Patton, Bramman, Donaldson and City Council Members Bertolino, Rambaud, and Gillani

Staff Present: City Administrator Steve Cross, Director of Planning and Parks Vujnich, Assistant Director of Planning and Parks Rippetoe, and Senior Planner Newberry

II. Welcome and Opening Remarks by Co-Chairs

Co-Chairs Holthouse and Farmer welcomed everyone in attendance at tonight's meeting.

III. Approval of Minutes from the March 23, 2022 Meeting

A motion was made by Member Bartelsmeyer, seconded by Member Sturman, to approve the minutes from the February 23, 2022 Task Force meeting. A voice vote was taken on the approval of the minutes, with no opposition, and one (1) abstention (Brost). The Co-Chairs then declared the minutes approved.

IV. Public Comment

None

V. Overview of Contracts for Services to the Watershed Erosion Task Force

Director Vujnich provided an overview of the various contracts the City has entered into with its consultants for the Task Force, specifically Wilson Hydro and Wagner and Associates, and the respective allocations for such. He then provided a status update on each of the work items

underway. Director Vujnich noted there is an outstanding proposal from these two (2) consultants regarding the preparation of the engineered plans and bid specifications for four (4) of the critical locations within the Caulks Creek Watershed. He stated the Department is seeking the endorsement of the Task Force to solicit additional proposals for this work, in order to determine if a more favorable approach, in terms of cost, may be available for the City's use.

Discussion was held among Task Force Members regarding the availability of funding from the State of Missouri for these projects, as well as other sources of funding; the City's processes for soliciting Requests for Qualifications (RFQ) from firms; the notion that having bid specifications prepared, at such time when certain federal and State funding becomes available, is the prudent approach; the various considerations regarding the preparation and certain options for a Request for Qualifications (RFQ) for these projects;

A motion by Member Sturman, seconded by Council Member Brost, to authorize the Departments of Public Works and Planning to prepare a Request for Qualifications (RFQ) for engineering firms to prepare the engineered plans and bid specifications for these four (4) critical locations. A voice vote was taken regarding the motion, with no opposition. The Co-Chairs then declared the motion approved.

VI. Outreach to Homeowners Associations of the Six (6) Selected Basins

Senior Planner Newberry stated the Department intends to contact the Subdivision Trustees for the six (6) basin locations that have been identified for possible retrofitting by the City's consultants. He stated the Department has identified the contact information for these Homeowners Associations, which is not complete, and is seeking information any of the Task Force Members might have regarding this contact information, as well as consensus by it for the preparation of a draft letter contacting these individuals.

Discussion was held among Task Force Members regarding the contact information for the Wynncrest Subdivision; the planned format of the meeting with the Trustees, including the participation of the City Council representatives in such; and a consensus among the Task Force for the Department to proceed with the preparation of the draft letter to the Trustees.

VII. Updates to Work Program Matrix – 2022

Director Vujnich provided a brief overview of the Work Program Matrix.

No discussion was held among Task Force Members regarding this informational item.

VIII. Watershed Erosion Task Force Work Program Items

- a. Improving Detention Basin Effectiveness
 - i. Identifying Priority Basins

- ii. Next Steps in Utilization of Data from Collection Effort and Basin Mapping
- iii. Implementing Current Standards and Associated Processes
- b. Watershed Management Master Plan – EPA Approved – https://www.epa.gov/sites/default/files/2015-12/documents/watershed_mgmt_quick_guide.pdf
- c. **Public Education Components**

Director Vujnich provided an update on the various public education components that are underway. He noted the Departments would like to begin the process of contacting those individuals who participated in the reporting of erosion issues, early on in the Task Force's efforts, which would begin with the preparation of a draft letter to them to provide an update and receive additional input. Director Vujnich also stated the Departments also are seeking the endorsement of the Task Force to complete a fact card to utilize in the public education efforts, as well. Director Vujnich provided a summary of a list of other public education items that are under consideration by the Task Force, at this time.

A motion by City Council Member Ottenberg, seconded by City Council Member Hopper, to direct the Departments to prepare a draft letter to reengage the individuals who participated in the original erosion reporting efforts of the Task Force. A voice vote was taken regarding the motion, with no opposition. The Co-Chairs then declared the motion approved.

A motion by Council Member Edens, seconded by Council Member Brost, to direct the Departments to prepare the 'fact card' public education item. A voice vote was taken regarding the motion, with no opposition. The Co-Chairs then declared the motion approved.

IX. Other Matters for Consideration

No other matters were discussed at tonight's meeting of the Task Force.

XI. Next Meeting Date – Wednesday, May 25, 2022

The date for the next meeting of the Task Force was agreed to be set for Wednesday, May 25, 2022.

XII. Closing Remarks and Adjournment

A motion was made by Council Member Brost, seconded by Member Edens, to adjourn the meeting. Hearing no objections among the membership, the meeting was declared adjourned by Co-Chairs Farmer and Holthouse at 6:49 p.m.