

**City of Wildwood**  
**Council Planning/Parks Committee**  
**"Planning Tomorrow Today"**  
*Minutes from the*  
*October 18, 2022 Meeting*

The Council Planning/Parks Committee meeting was called to order by Acting Chair Farmer, at 6:45 p.m., on October 18, 2022, in the City Council Chambers, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

**I) Welcome and Roll Call:**

The roll call was taken, with the following results:

PRESENT – (6)

Council Member Clark  
Council Member Farmer  
Council Member Ottenberg  
Council Member Rambaud  
Council Member Flaschar  
Council Member McCutchen

ABSENT – (2)

Council Member Bartoni  
Council Member Gillani

Other City Officials present:

Steve Cross, City Administrator  
Melanie Rippetoe, Assistant Director of Planning and Parks  
Joe Vujnich, Director of Planning and Parks

In Chair Bartoni's absence, the Committee Members agreed to have Council Member Farmer as the Acting Chair for the meeting. A vote was taken regarding this matter and passed by a vote of 6-0.

**II) Approval of Minutes from the Committee's Meeting of September 20, 2022**

A motion was made by Council Member Ottenberg, seconded by Council Member Flaschar, to approve the meeting minutes of September 20, 2022, A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Farmer by a vote of 6-0.

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

No members of the public wished to address the Committee at tonight's meeting.

## **IV) Action Items**

### **a) Planning and Park Matters – Two (2) Items Ready for Consideration**

#### **1) Revised Sound Analysis of State Route 100 and State Route 109 Corridors (Wards One, Four, Five and Eight)**

Director Vujnich provided a summary of the Committee's past discussions and considerations related to reports of noise issues at certain locations along these corridors, generally near the intersection of State Route 100 and State Route 109. He stated that at the direction of the Committee, the City engaged its consultant to conduct a study of the area, which also included an expanded area. The software was updated to the expanded study area. The City's consultant, Dr. Thunder, explained how the Environmental Protection Agency (EPA) recommendation from 1974 lists a day/night level of 55db as the threshold for activity interference and annoyance. Acting Chair Farmer opened discussion for questions from the other Council Members.

Discussion was held among Committee Members regarding the consultant providing recommended solutions, where appropriate; the identification of the locations of the noise complaints received by the City, in and around the study area; and the City's obligations, if any, relative to mitigating noise that is the result of traffic on State rights-of-way.

No action was taken regarding this update item.

#### **2) Department's Operating & Capital Budgets for Planning & Parks–FY 2023 (Wards–All)**

City Administrator Steve Cross presented the operating budgets for the Planning and Parks Departments. Also included is the Capital budget for 2023 and the next five years.

The Parks & Recreation Department budget was presented first by City Administrator Steve Cross. **A motion by Council Member Ottenberg, seconded by Council Member Flaschar, to send the Parks & Recreation budget to the City Council. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Farmer by a vote of 5-0 with one (1) abstention (Council Member Rambaud). Motion passed.**

City Administrator Cross presented the operating budget for the Planning Department. **A motion by Council Member McCutchen, seconded by Council Member Ottenberg, to send the Planning budget to the City Council. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Farmer by a vote of with one (1) abstention (Council Member Rambaud). Motion passed.**

City Administrator Cross presented and explained the 2023 Capital Improvement Sales Tax Fund. Discussion was held among Committee Members regarding the Capital Budgets. Furthermore, City Administrator Cross suggested going over the 5-year Capital Plan at this point and voting on both at the same time. **A motion by Council Member Ottenberg, seconded by Council Member Clark, to send the Capital Improvement Sales Tax Fund for 2023 and 2023-2027**

**to the City Council. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Farmer by a vote of 5-0, with one (1) abstention (Council Member Rambaud). Motion passed.**

**i. City Recreation Schedule for 2023 (Wards – All)**

Director Vujnich presented the major recreation events planned for 2023. All are repeat events that the City has done over the past five (5) years. The list presented does not include the various classes, early childhood programs and other activities that we provide that are generally revenue neutral.

Committee Members discussed the budget for the Holiday Tree Lighting because the Wildwood Business Association (WBA) funds a portion of the event and the City pays the rest. At this time, the Department has not determined which components the Wildwood Business Association (WBA) is planning to provide.

Committee Members discussed the fact that the Tour de Wildwood was not on the list for 2023. Director Vujnich explained the concerns about placing it on the list, which may happen in the future.

Committee Members discussed concerns about the Holiday Tree Lighting this year. Director Vujnich explained that the City provides Santa Claus, the tent, and the carolers, and that the tree is already reserved. He explained that the City has not advertised at this time because the Wildwood Business Association (WBA) has not yet provided the details regarding participating businesses that will be participating and more importantly, those that will be providing food and drink. City Administrator Cross provided additional information concerning the Wildwood Business Association (WBA).

**A motion by Council Member Rambaud, seconded by Council Member Clark, to approve the 2023 Recreation Schedule. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Farmer by a vote of 6-0. Motion passed.**

**b) Planning Matters – Three (3) Items Ready for Consideration**

**1) Voting Participation of City Council Liaisons at Historic Preservation Commission (Wards – All)**

Director Vujnich explained this matter. The Historic Preservation Commission (HPC) members are aware of the City Council Liaisons and that they can attend an Architectural Review Board (ARB) meeting and have the right to vote. The Historic Preservation Commission (HPC) members would like this same consideration.

**A motion by Council Member Clark, seconded by Council Member Rambaud, to allow Historic Preservation Commission Liaisons to attend and vote with the other Historic**

**Preservation Commission (HPC) members. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Farmer by a vote of 5-0, with one (1) abstention (Council Member McCutcheon). Motion passed.**

## **2) Birch Forest Drive Turnaround – Gate Installation for Fire District (Ware Five)**

At the September meeting there was extensive discussion about the cost of this project and its possible overrun of the current budget. The Department was able to reduce the cost of the fence, to a total project cost of \$116,000. Given that it is still over budget, the Department is asking that the Committee approve the overage of \$16,000. The Department has money remaining in the 2022 Capital budget to ensure this project is completed in a manner that results in an aesthetically appealing and safe location.

**A motion to submit to City Council to move forward with approving the gate at this location by Council Member McCutchen. After discussion, Council Member Rambaud seconded the request. Discussion ensued concerning as to where the additional \$16,000 is going to come from. Director Vujnich explained that the funding for Poertner Park will go unused this year, which will more than adequately cover the additional cost of the fence. City Administrator Cross provided further clarification regarding budget related items. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Farmer by a vote of 5-1 ( Voting Nay: Council Member Clark).**

## **3) Recent Development Trends within City of Wildwood (Wards – All)**

Council Member Clark inquired if there were any drawings or anything to present to the residents regarding the planned place of worship, the Murugan Temple. Director Vujnich explained that the Department has Phase I plans for the manufactured buildings for a temporary meeting place, but nothing further has been presented.

No action was taken regarding this update item.

### **c) Parks Matters – Three (3) Items Ready for Consideration**

#### **1) Hometown Heroes and Veterans Day Banner Programs (Wards – All)**

Assistant Director Rippetoe gave a brief presentation of the status of the program and its anticipated launch.

Discussion was held among Committee Members regarding clear criteria on the tri-fold document. Who is qualified to participate in the program (i.e., active, decorated, hometown, etc.); the plan to handle additional purchases; the possibility a wait list or reducing the number of sponsorships; offering an option for people that do not want their face on the banner.

No action was taken regarding this update item.

## **2) In-Person and Virtual Recreation Programs (Wards – All)**

The Committee was asked to review the attached Memorandum concerning *Updates on the In-Person and Virtual Recreation Programs* and present any questions the Members might have upon this information.

No action was taken regarding this update item.

## **3) Facility Reservations, Event Registrations, and Ongoing and Long-Term Maintenance Costs for Parks and Trail Facilities (Wards – All)**

The Committee was asked to review the attached Memorandum concerning *Updates on Facility Reservations, Event Registrations, and Ongoing and Long-Term Maintenance Costs for Parks and Trail Facilities* and present any questions Members might have upon this information.

No action was taken regarding this update item.

## **d) Executive Session Matters – No Items Ready for Consideration**

## **V) Not Ready for Action – Planning and Parks Matters – Nine (9) Items**

## **VI) Other Matters for Consideration – No Items**

## **VII) Closing Remarks and Adjournment by Chair**

**A motion by Council Member Flaschar, seconded by Council Member Ottenberg, to adjourn the meeting. A voice vote was taken regarding the motion. A voice vote was taken regarding the motion, with unanimous, affirmative result, and it was declared approved by Acting Chair Farmer at 8:35 p.m.**