

City of Wildwood
Council Planning/Parks Committee
"Planning Tomorrow Today"
*Minutes from the
June 20, 2023 Meeting*

The Council Planning/Parks Committee meeting was called to order by Council Member Gillani, at 6:30 p.m., on June 20, 2023, 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 – (7)

Council Member Clark
Council Member Ottenberg
Council Member Marshall
Council Member Gillani
Council Member Rambaud
Council Member Dodwell

ABSENT – (1)

Council Member Flaschar
Council Member Bartoni

Other City Officials present:

Melanie Rippetoe, Assistant Director of Planning and Parks
Joe Vujnich, Director of Planning and Parks

II. Approval of Minutes from the Committee's Meeting of April 18, 2023

A motion was made by Council Member Marshall, seconded by Council Member Ottenberg, to approve the meeting minutes of May 16, 2023. A voice vote was taken regarding the motion. The motion was declared approved by Chair Gillani 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 Matters – Five (5) Items Ready for Consideration

New Business -

1.) Retrofits of Detention and Retention Basins in Caulks Creek Watershed – Survey Proposal (Wards – Two, Three, Four, Seven, and Eight)

Director Vujnich presented the Committee Members information on specific areas of concerns that were identified with the USGS Study in the Caulks Creek Watershed. The next step in the process involves surveying work by an outside consultant using modeling of severe storm events and identifying the edge of the water, measuring overflow devices that are currently in place, providing the depths of each basin, and presenting their findings to the City. The estimated cost from Wagner and Associates is nearly fifty-thousand dollars (\$50,000) for their professional services. The current budgeted funds that were set aside for this project exceed the cost of the survey, and the Department is seeking support to allocate these funds to said project so it can be presented to City Council for final consideration.

Discussion was held among Committee Members regarding obtaining alternative bids from other companies; considering the possible creek side impacts outside of those specific basins and preventing problems for areas both upstream and downstream from the City; and applauding the Watershed Erosion Task Force and recognizing their work in generating these suggestions.

A motion by Council Member Marshall, seconded by Council Member Dodwell, allowing the Department to present this agreement to the Council. A voice vote was taken regarding the motion. The motion was declared approved by Chair Gillani by a vote of 6-0.

2.) Crestview Drive- Main Street Extension (Ward Eight)

Director Vujnich presented the Committee with the Department's proposal that Crestview Drive be extended to Main Street. It has been a longtime goal of the City to connect Crestview Drive to Main Street, which would bridge the gap between State Route 109 and Taylor Road. This connection would make Town Center more accessible from the east, instead of requiring residents to first travel north or south for access. With the current residential development proposals and Village Green project, there is a high potential for change in the area. The Department feels that these changes could be advantageous in executing this extension. The developers have offered easements/accommodations for the City to make the transition to a through street, while also funding a large portion of the roadway improvements nearest their development.

The Department does recognize obstacles that may arise, including delays due to site reviews of the proposed developments, total funds allocated may not be enough to cover the difference of the project, the spite strip, which is an illegal plat intended to block the extension, and lack of funds available via grants and other opportunities. While acknowledging that problems may arise, the Department requests the Committee be ready to take quick action on these impediments over the next few months as engineered plans and bids are provided for the Village Green Project.

No action was required at this time.

3.) St. Louis Community College – Second Access Need (Ward One)

Director Vujnich presented the Committee with a concept plan for a second access for the St. Louis Community College, necessitated by the construction of another building, which will be the largest on campus. While the traffic study did not currently reflect a need for a second access road, the Department would like to move forward with dedicating the easement for this second access at this time. The site preparation is well underway, but the Department is still able to require the second access road during Phase Two. The Department is seeking endorsement for requiring the easement in the preliminary design and to proactively dedicate the land necessary for said easement for this future access.

Discussion was held among Committee Members regarding any justifications to make this a requirement during this phase of development; exclusions and findings of the traffic impact study already performed; increases in expected traffic, as other projects in the nearby proximity come to fruition; and the need for an alternative access point in the event of an emergency.

A motion was made by Council Member Dodwell, seconded by Council Member Clark, to require the easement to be included in the site plan approval for the St. Louis Community College Phase Two.

Following the motion, discussion was held among Committee Members regarding it. Council Member Ottenberg then called the question and asked for a final vote. A voice vote was taken and the motion to call the question was approved by Chair Gillani, by a vote of 6-0.

A voice vote was taken on the original motion, and it was declared approved by Chair Gillani, by a vote of 6-0.

4.) New Vehicle Purchase for Department of Planning and Parks (Wards – All)

Director Vujnich advised the Committee Members of the malfunction of the 2006 Dodge Caravan used primarily by the Department. The repairs were estimated to cost in between four thousand (\$4,000) and six thousand (\$6,000) dollars. Due to the age of the van, the costliness of this repair is not warranted. The Department would like to use the funds allocated in the 2023 budget, totaling \$35,000, for the purchase of a new vehicle, utilizing the State of Missouri's Cooperative Purchasing Program. The Department requests endorsement for finding a new vehicle and moving to City Council, once a desired vehicle is located.

No discussion was held regarding this matter.

A motion was made by Council Member Marshall, seconded by Council Member Ottenberg, to explore options for a new vehicle for the Department. A voice vote was taken and declared approved by Chari Gillani, with a vote of 5-0. Council Member Clark abstained.

5.) Recent Development Trends within the City of Wildwood (Wards – All)

No discussion was held regarding this update item.

b.) Parks Matters – Seven (7) Items Ready for Consideration

Old Business -

1.) Celebrate Wildwood Event – Revenues and Expenditures – June 2023 Update (Wards – All)

Assistant Director Rippetoe presented the Committee Members with an update regarding the budget reduction for the Celebrate Wildwood event, and alternative methods of creating revenue to offset the same. As Celebrate Wildwood is one of the most popular events the City hosts each year, it typically raises between ten thousand dollars (\$10,000) and twenty thousand dollars (\$20,000) using fees for vendor booths, rentals, and sponsorships. This year, in an attempt to increase revenue, the City has implemented 50/50 raffles at the Music on Main Concert Series, vendor booth fees were increased, and sponsorship tiers were simplified to encourage more participation. While these revenue avenues are not expected to offset the total cost of the event, the City is hopeful to compensate for the budget reduction this year. The Department has created a gauge to visually represent the total earned revenue to date, which was shared with the Committee.

Discussion among Committee Members regarding the entertainment for the event; publicizing the revenue gauge and including a box for donations to encourage resident and business support; and the legality of the 50/50 raffle in Missouri State Laws. No action is required on this item.

2.) Re-Location Anniversary Park Swing Set to Glencoe City Park (Wards Four and Six)

Assistant Director Rippetoe presented the Committee Members with an update regarding the new shaded swing set that has been installed in Anniversary Park. The previous set was in sound condition; therefore, the Department would like to relocate it to another park for continued use. The location recommended is Glencoe Park, as it does not currently have swings and the area is shaded frequently throughout the day. The Department is requesting support for the proposed location and any suggestions the Committee Members may have regarding it. Subsequently, the plans provided would be used to create cost estimates for the project, which would determine if the project is reasonable.

No discussion was held regarding this item.

A motion was made by Council Member Ottenberg, seconded by Council Member Rambaud, supporting the relocation of the swing set to Glencoe Park. A voice vote was taken and declared approved by Chair Gillani by a vote of 6-0.

New Business –

3.) Grant Application with Friends of Belleview Farms Park (Wards – All)

Director Vujnich presented the Committee Members information on an annual grant opportunity through the Missouri Department of Conservation (MDC). In the past, the City has applied alongside the Friends of Belleview, a non-profit organization, which has worked on removing invasive plants and trees at the Belleview Farms site. As the tree removal projects are nearing their end, the Department would like the support of the Committee to apply for the grant in July 2023, and use those funds for further restorations. The Department does acknowledge the Department of Public Works will be applying for the grant as well, and only one grant could be approved for the City, however, regardless of which Department may obtain the grant, the City would benefit from the additional \$25,000.

Discussion was held among Committee Members regarding the internal competition and timing of the application process; allocated funds for City improvement versus grant funds, which the money would not cover the cost of the entire project; current wards with dead Ash Trees; and leverage of applying with Friends of Belleview due to their experience dealing with invasive species.

A motion was made by Council Member Rambaud, seconded by Council Member Clark, to move forward with the grant application process in July 2023. A voice vote was taken, and the motion was declared approved by Chair Gillani, with a vote of 6-0.

4.) Ameren Missouri Easement Request – Kohn Park (Ward One)

Director Vujnich informed the Committee Members of Ameren Missouri's request for an easement in Kohn Park to move a utility pole approximately twenty-five (25) feet further from the right of way to prevent cars from colliding with the pole. It was previously moved, per City approval, but accidents have continued, with the pole already having been replaced at least one time. The Department requests allowance of the easement and support for the relocation of the pole for safety considerations, so it can proceed to City Council for final approval.

Discussion was held among Committee Members regarding the number of accidents having occurred, since the first relocation and the likely cause of those accidents.

The motion was made by Council Member Ottenberg, seconded by Council Member Dodwell, to approve the easement for the pole location and allow the request to move to City Council. A voice vote was taken and was unanimous. The motion was declared approved by Chair Gillani.

5.) Hardcourt Area in Town Center – Updates (Ward Eight)

Director Vujnich presented the Committee Members with plans for a larger hardcourt area in Town Center. Regardless of the proposed development's outcome, the City would like to move forward with a larger hardcourt space, whether it be at the Town Center location, or as originally proposed in Community Park. While the suggestion of more pickleball courts was well received, concerns raised by City Council included possible restrictions on public use, cost to the City, parking availability, and stormwater management adjustments. The Department would like to move forward discussions with engineering firms to consider solutions to these potential problems, while creating plans for the area, and provide the Committee with multiple bids for the project.

No discussion was held regarding this item.

A motion was made by Council Member Dodwell, seconded by Council Member Ottenberg, to move forward with collecting engineered plans and bid estimates for the hardcourt area. A voice vote was taken and was unanimous, with Chair Gillani declaring the motion approved.

6.) 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 ask any questions the members might have regarding this information.

No discussion was held regarding this update item.

7.) 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 – May 2023* and ask any questions members might have upon this information.

Director Vujnich informed the Committee that, due to changes with outside contractors, the City is on track to be over budget for the year in regard to maintenance of the City parks and trail corridors. During budget discussions for next year, the Department is intending to find other ways to reduce these maintenance costs in the 2024 Fiscal Year.

c.) Executive Session Matters – No Items for Consideration

VI. Not Ready for Action – Parks and Planning Matters – Eleven (11) Items

No discussion.

VII. Other Matters – No Items for Consideration

VIII. Closing Remarks and Adjournment:

A motion by Council Member Clark, seconded by Council Member Ottenberg, to adjourn. A voice vote was taken regarding the motion, with unanimous, affirmative result, and it was declared approved by Chair Gillani at 8:21 p.m.

DRAFT