



City of Wildwood  
Council Planning/Economic Development/Parks Committee  
Agenda for the

**Tuesday, June 21, 2016 Meeting**

6:30 p.m. to 8:30 p.m.

**City Hall Community Room** ~ 16860 Main Street

*Nine (9) Items Ready for Action at Tonight's Meeting*

- I. Welcome And Roll Call By Chair Baugus
- II. Approval Of Minutes From The Meeting Of May 17, 2016

Documents: [II. DRAFT MINUTES FROM MAY 17, 2016.PDF](#)

- III. Public Comment
- IV. Planning Issues

- a. Ready For Action – Two (2) Items

- 1. Timber Harvest Permits (Wards - All)

- Documents: [IV.A.1..PDF](#)

- 2. Explosives Code Modification (Wards - All)

- Documents: [IV.A.2..PDF](#)

- V. Economic Development Issues
  - a. Ready For Action – No Items
  - b. Not Ready For Action – No Items
- VI. Parks Issues
  - a. Ready For Action – Seven (7) Items

1. Park And Stormwater Sales Tax (Wards - All)

Documents: [VI.A.1. PARK AND STORMWATER SALES TAX.PDF](#)

2. Kohn Park Signage Design (Ward One)

Documents: [VI.A.2.PEP KOHN PARK SIGNAGE DESIGN.PDF](#)

3. Community Park – Phase 3 (Ward One)

4. Reservation And Registration Update (Wards – All)

Documents: [VI.A.4. RESERVATION AND REGISTRATION UPDATE.PDF](#)

5. On-Going And Long-Term Maintenance Costs For Parks And Trail Facilities (Wards – All)

Documents: [VI.A.5. ON-GOING MAINTENANCE OF PARKS-TRAILS- JUNE 2016.PDF](#)

6. Update On Parks And Recreation Action Plan (Wards – All)

Documents: [VI.A.6. UPDATE ON PARKS AND RECREATION ACTION PLAN.PDF](#)

7. Executive Session - One (1) Item

**Executive Session Pursuant to RSMO 610.021(2) Lease, Purchase, or Sale of Real**

b. Not Ready For Action - Four (4) Items

1. Pond Athletic Association Accounting - 2015 Season (Ward - One)

2. Use Of Public Property For Bee Hives (Wards - One And Eight)

3. Woodcliff Heights Neighborhood Park (Ward - Two)

4. Fund Raising, Donations, And Volunteer Participation Activities In Community Park (Wards - All)

VII. Other/Additional Public Comment

VIII. Closing Remarks And Adjournment

***If you would like to submit a comment regarding an item on this meeting agenda, please visit the [Form Center](#).***

*Note: The Council Planning/Economic Development/Parks Committee of the City Council will consider and act upon these matters listed above and any such others as may be presented at the meeting and determined appropriate for discussion at that time.*

**City of Wildwood**  
**Council Planning/Economic Development/Parks Committee**  
**“Planning Tomorrow Today”**  
*Minutes from the*  
**May 17, 2016 Meeting**

The Council Planning/Economic Development/Parks Committee meeting was called to order by Chair Baugus, at 6:30 p.m., on May 17, 2016, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

**I. Welcome and Roll Call:**

The roll call was taken, with the following results:

PRESENT – (8)

Council Member DeHart  
Council Member Manton  
Council Member Cox  
Council Member Bertolino  
Council Member Alexander  
Council Member Levitt  
Council Member Goodson  
Chair Baugus

ABSENT – (0)

Other City Officials present:

Ryan Thomas, P.E., City Administrator  
Joe Vujnich, Director of Planning and Parks  
Kathy Arnett, Assistant Director of Planning and Parks

**II. Approval of Minutes from the Meeting of April 19, 2016:**

A motion was made by Council Member Manton, seconded by Council Member DeHart, to approve the minutes of the April 19, 2016 meeting. A voice vote was taken to approve the motion. There being no objections, but with two (2) abstentions (Bertolino and Alexander), the motion was declared approved by Chair Baugus.

**III. Election of Committee Chair for 2016/2017 PEP Year**

A motion was made by Council Member Manton, seconded by Council Member DeHart, to nominate Council Member Baugus to continue as the Chair of the PEP Committee to the next election in April 2017. A voice vote was taken to approve the motion. There being no objections, the motion was declared approved by Chair Baugus.

#### **IV. Public Comment (on non-Agenda and other items):**

None

#### **V. Planning Issues:**

##### **1. Acceptance of the Essen Log Cabin by the City of Wildwood from Private Donors (Wards – All)**

Director of Planning and Parks Vujnich provided the Committee with an overview of the history of the Essen Log Cabin and its theft last year. The recovery of the log cabin by police has led to the storage of the logs by the City. The Essen heirs are still interested in donating the logs to the City. The Historic Preservation Commission has discussed obtaining new bids for the assembly structure and finding an appropriate location for it. This work has not been finalized and is ongoing. While the cost of reassembly and the final location of the cabin still need to be determined, the Department is looking to provide a formal document to the owners of acceptance of the donation of the logs for tax purposes.

A motion was made by Council Member Levitt, seconded by Council Member Manton, to accept the donation of logs from the Essen Log Cabin.

Discussion was then held regarding the following: the limited damage to the logs during the theft; the value of the logs, which is approximately \$50,000, but a formal assessment will be completed; the fact that a few pieces are missing; the additional logs the City has from other historic preservation demolitions, which can be used during reconstruction; the potential cost of reconstruction, which was estimated between twenty thousand dollars (\$20,000) and thirty thousand dollars (\$30,000), but this price included the disassembly, relocation, and reconstruction; the need for a new bid for just reconstruction; the desire by several Committee members to look for an area within Community Park to relocate the cabin; the need to ensure the final location is secure; the potential of utilizing community service to save in reconstruction costs; the request from another Wildwood resident, who has a disassembled cabin, interested in selling it to the City; and the belief a donation acceptance should be based upon current value.

A voice vote was taken to approve the motion. There being no objections, the motion was declared approved by Chair Baugus.

#### **VI. Economic Development Issues:**

##### **1. Update on 5-Year Strategic Goals and Objectives – Goal #4**

Director of Planning and Parks Vujnich noted the PEP Committee had requested updates on the Strategic Goals created by the City Council, but especially on Goal #4 – Develop Marketing Strategies for the City as a Regional Destination. He then outlined a new opportunity, proposed by Staff, to communicate with businesses utilizing email

distribution lists and groupings, especially for parks events and opportunities. It is anticipated that sign-up cards would be part of the annual business license renewal.

Discussion was then held among the Committee Members regarding the following: who will drive the process; examples of how social media is currently used; how the email lists would be used; establishing a welcome wagon type concept for new businesses and residents; the desire for a representative from the Wildwood Business Association (WBA) to attend PEP, Economic Development Task Force, and City Council meetings; the fact that City Administrator Thomas has been attending WBA meetings; the new WBA President has been encouraged to attend our meetings; the items in the action list on the Economic Development Guide; the email list from the West County Chamber of Commerce and the desire for a City representative to attend those events; the desire for establishing a City liaison to the Chamber, as well as the WBA; the former practice of Council members to present Proclamations when new businesses opened in Wildwood; and the thought of utilizing well attended events, like electronic recycling event, to distribute business information to attendees.

## **VII. Parks Issues:**

### **1. Utility Issue within Community Park – Phase Two Project Area (Ward One)**

Director of Planning and Parks Vujnich first gave an overview of the history of the City's Community Park and the current Phase 2 project. He noted that, during construction of this phase, a problem was discovered with the existence of utilities that were not identified on the property survey and appear to be outside of any easement. Department staff has a letter to send to these utility companies requesting they relocate their facilities into an easement.

A motion was made by Council Member Bertolino, seconded by Council Member Goodson, to accept the draft letter and authorize the Department to send it to the appropriate utility companies.

Discussion was then held among the Committee Members regarding the following: the title insurance that protects the City, if the easement exists; the cost of utility relocation; the potential delays to the project; the project timeline and the grant limitations; the possibility of relocating our project, but the increase in grade would cause safety issues; and the request to add a deadline within the letter for the utility companies to respond.

The motion was then amended, by the maker and second, to include a deadline in the letter for the utilities to respond and note they were already informed of this issue. It was also noted the Department should send out the letter this week and not wait for a City Council meeting to take action.

A voice vote was taken to approve the motion. There being no objections, the motion was declared approved by Chair Baugus.

Director of Planning and Parks Vujnich then noted a second utility issue in Community Park. The Water Company has accepted the City's contract modifications in regards to the relocation of the water line, with one (1) exception, the cap on the total price. The Department is requesting the Committee Members support the acceptance of the contract, without a maximum amount, since the water company cannot profit on the project and will complete the work as expeditiously as possible. A cost overrun would generally occur, if they hit rock during excavation. Otherwise, the project cost should be close to the original estimate.

Discussion was then held regarding the effects this relocation will have on the project timeframe, noting the deadline has been pushed back to September.

A motion was made by Council Member Manton, seconded by Council Member Bertolino, to accept the contract with the Water Company, without a maximum cap on the final amount. A voice vote was taken to approve the motion. There being only one (1) objection (Levitt), the motion was declared approved by Chair Baugus.

Director of Planning and Parks Vujnich then presented one (1) final item relative to the Community Park Phase 2 Project. After review of the design of the final road extension project, the Department is proposing a modification to separate the trail and road for the entire project length. This modification should have little effect on the cost of construction, but will increase the cost of the overall project by five thousand dollars (\$5000) for additional engineering.

A motion was made by Council Member Levitt, seconded by Council Member Alexander, to approve the modification to the road/trail design.

Discussion was then held among the Committee Members regarding the following: the possibility of a gate at the park entrance, when closed; the likelihood of the speed limit through the park, once full loop road is complete, being 20 miles per hour; and the potential for additional barriers between pedestrian and vehicular traffic, if necessary.

A voice vote was taken to approve the motion. There being no objections, the motion was declared approved by Chair Baugus.

## **2. Tree Art in Community Park – Phase One Area (Ward One)**

Director of Planning and Parks Vujnich noted that a dead tree exists near the playground that would provide a unique opportunity for an art piece. In conjunction with the St. Louis Community College – Wildwood location, proposals were sought for an artistic creation of this tree. One (1) submittal was received, with the design being to carve the tree into multiple birdhouses. The Department has concerns with encouraging the nesting of birds in the playground area.

Discussion was then held regarding the following: the amount of birds already in the park; the potential for chainsaw art on the trunk; the lack of a rush on the timeframe

since the tree is dead; the potential for asking the kids who use the playground what they would want; the potential for a monumental sculpture – wood carving; the species of tree; concerns, when birds are protecting their young; and the decision to investigate other options.

The Department noted they will structure a new process and bring it back to the Committee for review in the future.

### **3. Addition of Permanent Restroom Facilities at Old Pond School Park (Ward One)**

Director of Planning and Parks Vujnich reviewed the proposal for the addition of a permanent restroom facility at the park property at Old Pond School. This project is funded in the capital improvements budget at the price of \$120,000.

Discussion was held regarding the minimal traffic at Old Pond School Park and the concerns with the cost due to the change in tax revenue.

A motion was made by Council Member Bertolino, seconded by Council Member Levitt, to table discussion on this project until the budget discussion for Fiscal Year 2017. A voice vote was taken to approve the motion. Hearing no objections, the motion was declared approved by Chair Baugus.

### **4. Funding of Improvements in Belleview Farm Park (Wards – All)**

Director of Planning and Parks Vujnich reviewed the history of Belleview Farm Park. He wanted to provide an update to the Committee and noted that the Department has reached out to other entities, but none are willing to provide financial support of the project. Staff will be pursuing funding through the State Historic Preservation Office.

Discussion was then held regarding the cost of the design contract.

### **5. On-Going and Long-Term Maintenance Costs for Parks and Trail Facilities (Wards – All)**

Director of Planning and Parks Vujnich provided an overview of the maintenance expenses for parks and trails within each park over each month of 2016. A discussion was also held regarding the anomalies from 2012 expenditures, which were higher than normal, as well as those items that are difficult to predict expenses, such as flooding and snow.

Committee Member Levitt requested that at the next meeting, the Department provide income calculations on pavilion rentals and dog park registrations.

### **6. Update on Parks and Recreation Action Plan (Wards – All)**

Director of Planning and Parks Vujnich gave a brief overview of the items in the memorandum.

### **VIII. Other/Additional Public Comment**

#### **OTHER –**

Council Member Levitt noted the upcoming concert to be held at Wildwood Square has been advertised by Wildwood Pub and Grill, and he questioned if any other businesses were advertising.

A question was asked if the Farmers Market has restroom and wash station facilities? Director of Planning and Parks Vujnich noted that yes, both restroom and wash stations are provided and all are positioned according to St. Louis County Department of Health requirements.

**No additional public comment.**

### **IX. Closing Remarks and Adjournment**

A motion was made by Council Member Manton, seconded by Council Member Alexander, to adjourn. A voice vote was taken to approve the motion, with unanimous, affirmative result, and it was declared approved by Chair Baugus at 7:58 p.m.



June 21, 2016

## MEMORANDUM

To: Planning/Economic Development/Parks Committee Members

From: Department of Planning and Parks

Re: **Timber Harvest Permits and Explosive Code Modifications**

Cc: The Honorable James R. Bowlin, Mayor  
Administration/Public Works Committee Members of the City of Wildwood  
Ryan S. Thomas, P.E., City Administrator  
John A. Young, City Attorney  
Rick Brown, P.E. and P.T.O.E., Director of Public Works  
Kathy Arnett, Assistant Director of Planning and Parks  
Gary Crews, Superintendent of Parks and Recreation

The Committee's agenda has had on it for the better part of the last five (5) years two (2) items under '**Not Ready for Action**' that relate to the City's Timber Management Permit process and the Explosives Code. These two (2) activities have been controversial, when authorized by the City through its permitting process. The controversy focuses on the following characteristics of these activities:

1. The timber removal process is damaging to the subject property and the loggers leave the tops and limbs in place, which is unattractive.
2. The use explosives for development purposes has been connected to foundation damage to nearby homes and creates concerns about other impacts that do not justify allowing this activity in highly-developed areas of the community.

Over the course of its discussions, the Departments of Public Work and Planning contacted other agencies and local governments to determine how each of them managed these activities and the steps employed to improve their processes, if allowed. This past information and research is provided as an attachment to this report.

These items, noted earlier, have not had any action upon them for many years and the Department is prepared to proceed forward and address them, if the Committee would like to consider them at future meetings. It is important to note that, as these past discussions reached their later stages, Committee members did develop directions in regards to both topics, which can be summarized as follows:

1. **TIMBER MANAGEMENT PERMITS** - The Department had noted during the discussion of timber harvests for land management purposes that such efforts are considered to be a legitimate manner of managing property to provide for a healthier forest and the Missouri Department of Conservation (MDC) provides guidelines for this practice. The Committee, at that time, sought more information about the harvesting of timber, as an accepted practice of land stewardship, and invited the area's urban forester from the Missouri Department of Conservation (MDC) to attend a meeting and speak upon this matter. That presentation and discussion was held, but the Committee did not take a final direction in this regard.
2. **EXPLOSIVES** - The City of Town and Country prohibits blasting within its community due to the benefits to the public's welfare. The Departments of Public Works and Planning was recommending a similar ban on blasting in support of private development, despite objections from certain contractors that provide this service. About the time of this discussion's conclusion, the recession began and interest in development began to substantially drop, which lessened the need for a resolution to this matter.

The Department is seeking direction from the Committee on these two (2) matters. The Committee can request additional investigations or decide to not pursue either, since the incidences of both have been limited in terms of requests for permits, but not altogether non-existence. Occasionally, the City does receive requests for such, but has regulations in place that are extensive to ensure that, if permits are sought for timber harvests and blasting, an appropriate process exists for each, but neither activity is prohibited at this time, which is the outcome many participating residents sought in this regard.

If any of the Committee Members have questions or comments about this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. A presentation of this information is planned on this item at tonight's meeting. Thank you for your consideration of this information and providing direction on the same.



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June 21, 2016

## MEMORANDUM

To: Planning/Economic Development/Parks Committee Members

From: Department of Planning and Parks

Re: **Park and Stormwater Sales Tax**

Cc: The Honorable James R. Bowlin, Mayor  
Administration/Public Works Committee Members of the City of Wildwood  
Ryan S. Thomas, P.E., City Administrator  
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### Introduction ♦♦♦

As the City approaches its twenty-first anniversary, a great deal has changed in terms of the number of park facilities and the amount of recreation programming available within this community. In the early years of the City, Wildwood had no park properties of its own, and offered only a Summer Concert Series for its residents. With each year, and under the direction of the City Council, the number of park facilities has increased to a total of twelve (12) separate holdings and over ninety (90) recreation events, tailored to the residents of Wildwood, have been developed and implemented. As the facilities and programs have increased, so has the budget for maintaining these items and conducting this range of programs. With 2017 rapidly approaching, the need to address the funding of park facilities and recreation activities was determined by the City Council to be a priority. In fact, one of the main goals established by the City Council in 2015, as part of its five (5) year strategic planning session, was to 'Implement the Parks and Recreation Action Plan.' This goal includes the Objective 'Determine Means for Funding Future Parks and Trails.'

This funding issue was originally identified by the City Council in 2007, as part of the budgeting process that is undertaken annually. Although funding existed for all programs and budgeted items during this process for 2008, the City Council, in response to the then recently adopted Action Plan from the Citizens Committee for Park Progress, expressed a desire to undertake an expanded effort in the area of parks and recreation to meet the four (4) major goals of the aforementioned plan. This decision led to a discussion on how best to fund this desired growth and also meet the goals of the Action Plan in this same regard. After discussion and further review of the survey information completed as part of the development of the Action Plan, a decision was made to present a sales tax proposal to Wildwood residents in 2008. In support of this effort, money was set-aside in the 2008 Budget for the election to be held.

Through the work of the City Council and staff and a volunteer promotion effort by a group of residents not affiliated with the City, this item was placed on the November 2008 General Election, which was also a Presidential Election. A number of other funding requests were on this ballot (six), and with the beginning of

The Great Recession, voters did not support this sales tax at that time. The vote was very close [9,226 yes votes (47.2%) to 10,317 no votes (52.8%)] and, now with the improvement in the economy and the development of the Community Park, the time has come to again determine if this sales tax should be placed on an upcoming ballot. Due to the upcoming Presidential Election to be held in November 2016, and the lack of success on a similar ballot eight (8) years ago, if the Committee wishes to pursue this tax, staff is recommending placing this item on the ballot no earlier than April 2017.

To move forward with this election issue relating to a local parks sales tax, the Department has prepared this memorandum for the Committee's review and comment regarding the key components of this initiative and the steps that must be undertaken for a 2017 election date. These components are certainly not the complete list, but are several areas of consideration at this stage in the process.

### **Justification for the Request ♦♦**

The development of a sustainable and substantial revenue source for parks and recreation purposes is a goal of many communities, including the City of Wildwood. With this type of revenue source, parks and recreation facilities, programs, and general operation and maintenance costs associated with them are not competing with other public services for limited revenues. Therefore, to move forward with ambitious plans for the development of facilities and increases in programming, this type of revenue source is essential. Acknowledging this situation, the City can develop program facilities and programs commensurate with its resources.

This goal of finding a sustainable and substantial revenue source for parks and recreation has been discussed for years, starting with the Citizens Committee for Park Progress. This committee was charged by the City Council to develop a set of implementation strategies from the 2001 Parks and Recreation Plan's goals and objectives. The Committee, utilizing a random, scientifically-based survey, noted that a sales tax for park and recreation purposes received the highest level of support in the community. Additionally, other communities in this same area of western St. Louis County had successfully implemented this sales tax and, in most likelihood, Wildwood residents who shop in Chesterfield, Ballwin, and Ellisville are already funding portions of our neighbors' respective park systems. Accordingly, the Citizens Committee for Park Progress endorsed the sales tax as the major funding initiative the City should pursue immediately. Given the direction of the Committee and the adoption of the Action Plan, the presentation of a sales tax to voters in Wildwood was keeping with this process.

The Citizens Committee, in discussing this sales tax option, noted several key characteristics that should be incorporated into a proposal, when submitted to residents. These characteristics included the following: the tax would contain no sunset provision for its removal; the revenues would be directed to parks only, not stormwater projects (a capital improvements tax is currently in place for such); the amount of the tax would be one half of one (1) percent; and the revenues would be used to achieve the goals of the Action Plan. The members of the Committee agreed such characteristics were essential to the submittal of this sales tax to the voters of Wildwood for it to be received successfully at an upcoming election.

The City Council has continually supported the Action Plan, which was adopted in 2007. Following the failure of the first attempt at having the sales tax passed in 2008, the City Council has continued to budget money each year to increase the City's park holdings, develop their level of improvements, and offer additional and expanded programs. In March 2015, the City Council held a strategic planning session to create its 5-Year Strategic Goals and Objectives (2015-2019). This full day session culminated in the creation of five (5) goals the members wished to attain over the next five (5) years. As mentioned previously, one of these goals was

the implementation of the Action Plan, including determining a means of funding future parks and trails. This sales tax could be the funds the City Council is seeking.

### Sales Tax Language ♦♦♦

State Statute authorizes cities to place a sales tax proposal for local parks and stormwater projects before their voters. Additionally, this same legislation contains the specific phrase that must be included as part of the official ballot, which is: “Shall the municipality (county) of ..... impose a sales tax of ..... (insert amount) for the purposes of providing funding for ..... (insert storm water control, or local parks, or storm water and local parks) for the municipality (county)?” Therefore, the City can submit such a request to voters and will follow all requirements of that statute.

The City can include additional information, as part of the ballot language, but this phrase minimally has to be retained as part of it. Many municipalities, particularly those having successfully received voter approval of a sales tax for local parks, provide additional language that appears to ensure a minimum level of information for voters is available on the ballot. This approach would appear to be best for the City as well, given its size and on-going concerns about reaching residents with important information. An example of the language the ballot could include would be as follows:

Shall the City of Wildwood, Missouri impose a sales tax of one-half of one (1) percent (½ of 1%) for the purpose of providing funding for local parks within the City of Wildwood, Missouri?

The approval of this sales tax will authorize the levy of one-half of one (1) percent (½ of 1%), in addition to other sales tax in the City of Wildwood, Missouri provided for by law, on all retail sales conducted within the City, which are subject to taxation. One hundred (100) percent of the tax that is collected within the City of Wildwood will remain here and no funds will be shared with other municipalities located within St. Louis County, Missouri. If the sales tax is approved, the City may apply these revenues to the following projects: (1.) further development of its community-size park with active recreation facilities; (2.) development of additional neighborhood parks; (3.) development of additional trail corridors; and (4.) development of additional recreation programs. This sales tax authorization would have no sunset provision.

### Process ♦♦♦

The Missouri Park and Recreation Association has developed a handbook called “Missouri’s ½ Cent Parks/Stormwater Sales Tax” and within this document an article was provided addressing how to successfully pass a sales tax initiative in your community. The author of this article was Dave Ostland, who at that time (1997) was the Executive Director of the Missouri Park and Recreation Association. In this article, the author describes the minimum necessary steps to achieve a successful outcome for a sales tax proposal for parks and recreation. These steps, with the Department’s commentary, include the following:

Step(s)	Commentary
Determine the percentage of sales tax paid by non-residents.	Will be completed by Department of Planning and Parks
Consider “rolling back” a portion of your property tax.	City of Wildwood has no property tax. Not applicable to the City, in this case.
Carefully weigh the pros and cons of including a sunset provision.	Citizens Committee for Park Progress recommended in <u>Action Plan</u> no sunset provision be included on a sales tax proposal.

Step(s)	Commentary
Be forthright with your voters.	Agreed.
Form a citizen committee.	See discussion below.
Neutralize the opposition.	Agreed.
Use the media.	Agreed.
Communicate to your voters how little they will pay per year.	Agreed.
Use all of the effective arguments you can.	Agreed.
Avoid being on the ballot with other tax issues.	Citizens Committee for Park Progress recommended in <a href="#">Action Plan</a> the November 2008 Election be chosen for submittal of the request. With the failure of this vote, Department is recommending scheduling at a municipal election no earlier than April 2017.
Get an early start.	Agreed.

According to the author, if communities can complete these steps, where applicable, a successful outcome becomes more of a reality.

All of these steps should be considered and, where determined appropriate, implemented. Again, of these steps, the Department would note the critical need for a group of citizens to lead this process is the most important. This group would be ambassadors of the proposal and advocate the benefits of the tax to fellow residents. This role is critical, since the City is limited in what it can do, given it can only provide information; but not promote it.

Since the completion of the [Action Plan](#) by the Citizens Committee for Park Progress, many in the group have talked about the need to assist in the presentation of this tax issue to the community of Wildwood. This group of residents that formed the Committee would be an excellent resource and could fill this role as well. Additionally, Citizens for Wildwood, the group who led the 2008 effort, which has been an effective advocacy group on other City issues, could also be asked to undertake this role or assist with other groups. Other entities, like church groups, school groups, fraternal orders, and recreation associations, could all have a major role in promoting this effort to residents in the City of Wildwood. Discussions would need to be held with these individuals and groups to determine their support in and, if agreeable, prepare a common message for presentation by them to the community at large. Again, the City could provide information for the preparation of these materials to any participating groups.

### Next Steps ♦♦♦

The Committee needs to identify those major components described herein in terms of support, but of them all, the most important may be how the funds would be used for the purposes of parks and recreation. Once consensus is reached on this matter, ballot language can be finalized and information relating to these items can be prepared. The next step is to form the committee of residents to promote the sales tax issue and begin regular meetings with them to prepare materials and the overall message for the community. Much of this work should be completed no later than by the end of 2016, so the ballot issue can be filed with the St. Louis County Board of Election Commissioners, in compliance with its date. Therefore, much work needs to be accomplished over the next few months.

### Other ♦♦♦

The Department can provide more background on this matter at tonight's meeting, if members have specific questions in this regard. If any of the Committee Members should have other questions or comments before tonight's meeting about this information, please feel free to contact the Department of Planning and Parks

at (636) 458-0440. A presentation is planned on this matter at tonight's meeting. Thank you for your review of this information and participation in tonight's discussion.



June 21, 2016

## MEMORANDUM

To: Planning/Economic Development/Parks Committee Members

From: Department of Planning and Parks

Re: **KOHN PARK SIGNAGE DESIGN**

Cc: The Honorable James R. Bowlin, Mayor  
Administration/Public Works Committee Members of the City of Wildwood  
Ryan S. Thomas, P.E., City Administrator  
John A. Young, City Attorney  
Rick Brown, P.E. and P.T.O.E., Director of Public Works  
Kathy Arnett, Assistant Director of Planning and Parks  
Gary Crews, Superintendent of Parks and Recreation

On December 23, 1996, the City of Wildwood accepted a donation of a property for a future park from Edward R. Kohn, Mark Adolphus, and Paul Londe, which was located at the foot of the bluff in the Wildwood portion of the Chesterfield Valley. This property was, and is, bordered by North Eatherton Road and Centaur Road on three (3) sides, while a set of railroad tracks also traverse along the property's entire northern boundary. Additionally, the property is also located in the Chesterfield-Monarch Levee District. Although the eastern tip of the property is very narrow, it has an overall size of approximately three (3) acres, with the western one-third of the site being heavily wooded.

The City accepted this donation for a number of reasons and received a grant from the State of Missouri to add a picnic table, trash receptacle, and bicycle rack within it for the purposes of the riding community that utilizes these area's roadways for recreation. Unfortunately, shortly after the equipment was installed, the trash receptacle and bicycle rack were stolen, and the City removed the picnic table and relocated it to Old Pond School. As part of this project, the City also installed the required monument sign at the property, which recognized the donation of the property in honor of Louis T. Kohn – Edward Kohn's father.

The sign was retained for a number of years, but began to deteriorate badly and had to be removed. When the sign was removed, the Planning/Economic Development/Parks Committee was

in the process of developing a palette of signs for its public park holdings, so an immediate replacement was not installed. Over time, the sign remained missing from the park, given decisions regarding its future development and where best to place it. Accordingly, the sign now has not been in place for many years and, more recently, an opportunity has presented itself via the Historic Preservation Commission that might address this matter at this park property. It is important to note the City recently installed the historic marker for the Monarch Historic Community in Kohn Park (April 2016).

At the April meeting of the Historic Preservation Commission, one of the members noted the Historic Community Marker planned for the Centaur Area might be considered for a different design than the other ten (10) historic locations, more so designed to reference the long history of the railroad in this area. The design would use a rail from the historic KATY railroad that is available and, with some metalworking and blacksmithing, form the post to hold the sign from this material. A design sketch of this proposal is included with this memorandum. The Commission considered this information further at its May 2016 meeting and decided not to utilize this design for the Centaur Historic Community Marker, but noted its uniqueness and desire to recognize the thought provided in creating it.

While discussing the matter at this May 2016 meeting, an idea was offered to use this design for the sign at Kohn Park. The railroad right-of-way is the same at both of these historic locations and the design would fit at this park location well. The Department did note to the Historic Preservation Commission the need to address the signage aspect at this park property and, with the cost estimate for the design and fabrication of the post to be less than two thousand dollars (\$2,000.00), this approach might be an excellent solution for the area. Before any decision could be made, the Department advised the Historic Preservation Commission members the matter must first be presented to the Planning/Economic Development/Parks Committee for consideration and recommendation.

Accordingly, the Department is presenting this design option to the Committee for its consideration and input. Again, the sign for Kohn Park would be different than any other in the City of Wildwood, but reflect a very historic approach for the post for any future sign. The sign would have to be almost identical, at least in size and shape to the City's historic community markers, but the Department does believe certain changes to the character of it can be made to better distinguish it from the others. It is the opinion of the Department that, with appropriate design and placement, a post of this nature, with sign, would be uniquely Wildwood in this area of the City and cost approximately five thousand dollars (\$5,000.00) for all components, including installation. Therefore, the Department is seeking the direction of the Committee in this regard.

If any of the Committee Members have questions or comments about this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. A presentation of this information is planned on this item at tonight's meeting. Thank you for your consideration of this information and providing direction on the same.



June 21, 2016

## MEMORANDUM

To: Planning/Economic Development/Parks Committee Members

From: Department of Planning and Parks

Re: **Reservation and Registration Update**

Cc: The Honorable James R. Bowlin, Mayor  
Administration/Public Works Committee Members of the City of Wildwood  
Ryan S. Thomas, P.E., City Administrator  
John A. Young, City Attorney  
Rick Brown, P.E. and P.T.O.E., Director of Public Works  
Kathy Arnett, Assistant Director of Planning and Parks  
Gary Crews, Superintendent of Parks and Recreation

### **Monthly Accounting for Parks & Recreation ♦♦♦**

At the request of the Committee Members, Department staff has been providing the costs associated with the maintenance and upkeep of the City's parks and trails facilities since the beginning of this year. This information has been provided in the form of an annual accounting from the year 2006 through 2015, and, again, beginning in 2016, a monthly accounting on a per park basis has been provided. In conjunction with this maintenance report, the Committee has now requested an accounting of the fees collected from pavilion rentals and program registrations.

### **Current Registration/Reservation Status ♦♦♦**

The Department, has calculated three (3) main categories of information. These categories include the following:

- ✓ Number of Completed Registrations
  - This number includes Dog Park membership registrations of both households and the number of dogs, as well as event registrations
- ✓ Number of Reservations for pavilion rentals in three (3) parks
  - Community Park
  - Anniversary Park
  - Old Pond School Park
- ✓ Fees Collected
  - Membership registrations
  - Event registration
  - Pavilion rentals

The Department has waited until Spring 2016 to provide an accurate count of the overall number of households registered, as well as how many dogs were enrolled, given the facility opened in late Fall 2015. The number of Dog Park memberships is the only information provided from the previous year (2015). With

the addition of the RecDesk software in March, pavilion reservations are now completed online and payment collected via credit card at the time of reservation. Therefore, pavilion rentals have been calculated beginning in March 2016, when the system was first operational. The pavilion in Community Park was not open and available for reservation until April 2016. Department staff would also note the calculations of event registrations are totaled for each event and listed during the month the event was held, not necessarily when the reservations were made. The final item of note is the accounting provided is not necessarily net income for the City. Expenditures occur for each event, maintenance and upkeep within each park, and fees to partners, who assist the City in the execution of these tasks.

The fees collected for the year to date, again on a per month basis of when the event was completed, are provided below:

2016 Fees Collected	
January	\$11,585
February	\$750
March	\$1,660
April	\$6,610
May	\$2,840
<b>Year to Date Total</b>	<b>\$24,445</b>

The quantities of registrations and reservations for the year, in addition to the fees collected to date, is identified by each month, on the attached spreadsheet.

The Department can provide more background on this matter at tonight’s meeting, if members have specific questions in this regard. If any of the Committee Members should have other questions or comments before tonight’s meeting about this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. A presentation is planned on this matter at tonight’s meeting. Thank you for your review of this information and participation in tonight’s discussion.

### Registration and Reservation Results and Fees

	2015		January 2016			February 2016			March 2016			April 2016			May 2016			Total Reservations	Total Registrations	Total Fees Collected	
	Registrations Completed	Fees Collected	Reservations Made	Registrations Completed	Fees Collected	Reservations Made	Registrations Completed	Fees Collected	Reservations Made	Registrations Completed	Fees Collected	Reservations Made	Registrations Completed	Fees Collected	Reservations Made	Registrations Completed	Fees Collected				
Dog Park Households	131	\$ 7,248.50		20	\$ 1,000.00		15	\$ 750.00		32	\$ 1,600.00		20	\$ 1,000.00		16	\$ 800.00		234	\$ 12,398.50	
Dog Park Dogs	174			31			19			40			25			22			311		
Anniversary Park Pavilion									2	\$ 60.00	5	\$ 170.00	8	\$ 230.00				15	\$ 460.00		
Community Park Pavilion											21	\$ 2,100.00	17	\$ 1,750.00				38	\$ 3,850.00		
Old Pond School Pavilion											1	\$ 30.00	2	\$ 60.00				3	\$ 90.00		
Event Registration				331	\$ 11,585.00		479			100			243	\$ 3,310.00		84			1237	\$ 14,895.00	
Event Breakdown			Frozen Feet 1/2 Marathon (331@\$35) = \$11,585			ECRP (95@Free) = \$0.00 Cabin Fever Hike (240@Free) = \$0.00 Family Snow Day at Hidden Valley (144@Free) = \$0.00			ECRP (100@Free) = \$0.00			ECRP (83@Free) = \$0.00 Spring Crop (11@\$30) = \$330 Tree Hugger 5K Run (149@\$20) = \$2980			ECRP (84@Free) = \$0.00						
<b>2015 Totals</b>		<b>\$ 7,248.50</b>																	<b>2015 Totals</b>	<b>131</b>	<b>\$ 7,248.50</b>
<b>2016 Totals</b>					<b>\$ 12,585.00</b>			<b>\$ 750.00</b>			<b>\$ 1,660.00</b>			<b>\$ 6,610.00</b>			<b>\$ 2,840.00</b>	<b>56</b>	<b>1340</b>	<b>\$ 24,445.00</b>	



June 21, 2016

## MEMORANDUM

To: Planning/Economic Development/Parks Committee Members

From: Department of Planning and Parks

Re: **On-Going and Long-Term Maintenance Costs for Parks and Trail Facilities**

Cc: The Honorable James R. Bowlin, Mayor  
 Administration/Public Works Committee Members of the City of Wildwood  
 Ryan S. Thomas, P.E., City Administrator  
 John A. Young, City Attorney  
 Rick Brown, P.E. and P.T.O.E., Director of Public Works  
 Kathy Arnett, Assistant Director of Planning and Parks  
 Gary Crews, Superintendent of Parks and Recreation

### Annual Allocations/Expenditures ♦♦♦

The City Council, during its Strategic Planning Process in March 2015, identified its desire to ensure that, as facilities are added to the City's system of parks and trails, the costs associated with their maintenance and upkeep are addressed and managed as well. The Chair of the Planning/Economic Development/Parks Committee also requested, which was agreed to by the members, that each month an update of spending on parks and trail maintenance be provided, along with any unusual allocations in this regard as well. Therefore, as part of this reporting of monthly expenses and expenditures, the Department is providing the summary of annual expenditures by it, in its maintenance of all facilities since 2006, which is identified below:

Year	Original Budget Allocation (\$)	Amended Budget Allocation (\$)	Actual Amount (\$)
2006	15,000	64,000	68,454
2007	62,500	58,486	57,880
2008	67,000	67,000	65,176
2009	68,000	120,000	112,608
2010	120,000	110,000	103,275
2011	125,000	135,000	127,995
2012	135,000	164,000	173,980
2013	175,000	160,000	129,788
2014	175,000	161,200	133,033
2015	160,000	160,000	172,679*
<b>2016</b>	<b>170,000</b>	TBD	TBD

\*As of December 31, 2015 (Final)

### Current Allocations/Expenditures ♦♦♦

The Department, in calculating the expenditures for Fiscal Year 2016, did so upon the date the work was completed, not necessarily the month in which the invoice was paid. Since the Committee’s last meeting, all of the invoices for the month of April, and a portion of May, that have been paid thus far have been totaled and identified. These expenditures include the following items:

- ✓ Trash removal in park properties and trail locations
- ✓ Grass cutting
- ✓ Drinking Fountain repairs
- ✓ Tree trimming
- ✓ Final preparations to open pavilion and restrooms at Community Park

The spending for the year to date, again on a per month basis of when the work was completed, is provided below:

2016 Expenditures	
January	\$7,555.14
February	\$8,188.90
March	\$32,293.32
April	\$18,570.14
May (incomplete)	\$5,054.27
<b>Year to Date Total</b>	<b>\$71,661.77</b>

The spending for the year, to date, is identified by each park, on the attached spreadsheet.

The Department can provide more background on this matter at tonight’s meeting, if members have specific questions in this regard. If any of the Committee Members should have other questions or comments before tonight’s meeting about this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. A presentation is planned on this matter at tonight’s meeting. Thank you for your review of this information and participation in tonight’s discussion.

FY-2016 Parks and Trails Maintenance Costs

Park/Trail			AL FOSTER TRAILHEAD	ANNIVERSARY PARK	BELLEVUE FARM PARK	BLUFF VIEW PARK	COMMUNITY PARK	GLENCOE PARK	KOHN PARK	OLD POND SCHOOL	ROCK HOLLOW TRAIL	PEDESTRIAN BRIDGES	TAYLOR/100 TRAIL	EVENTS	GENERAL TRAILS	GENERAL WORK			
<b>JANUARY</b>	<b>INVOICE #</b>	<b>DATE</b>	<b>WORK COMPLETED</b>														<b>INVOICE TOTAL</b>	<b>SPECIFIC LOCATION</b>	
	37517	12/1/2015	Fire Extinguisher Inspection														\$ 40.00	\$ 40.00	City Hall - Work done in 2015, but paid in 2016
	9716	1/4/2016	Clean out Trash Containers														\$ 40.00	\$ 340.00	
	9722	1/5/2016	Remove Christmas Tree														\$ 368.25	\$ 368.25	
	9723	1/5/2016	Reinstall Pipe Bollard														\$ 127.00	\$ 127.00	109 & Windsor Meadow
	9743	1/15/2016	Clean out Trash Containers														\$ 40.00	\$ 180.00	
	9743	1/15/2016	Pick up sticks														\$ 180.00	\$ 180.00	
	9745	1/15/2016	Trim Honeysuckle														\$ 460.00	\$ 460.00	Cambury Trail & North Ped Bridge
	9745	1/15/2016	Pick up Trash														\$ 300.00	\$ 300.00	
	9746	1/15/2016	Clean out Trash Containers														\$ 40.00	\$ 40.00	Eatherton Trail
	9750	1/19/2016	Clear Snow														\$ 1,203.00	\$ 1,203.00	Al Foster and Duck Loop (Frozen Feet Run)
	9753	1/19/2016	Plow Snow														\$ 195.00	\$ 195.00	
	9117355	2/8/2016	Pest Control														\$ 52.00	\$ 52.00	
	9754	1/21/2016	Clear Snow														\$ 2,372.39	\$ 2,372.39	Glencoe Pkg Lot; Rock Hollow Trail (Frozen Feet Run)
	9755	1/22/2016	Spread Ice Melt														\$ 317.50	\$ 317.50	Rock Hollow Trail (Frozen Feet Run)
	9756	1/22/2016	Sign Drop Off & Pickup														\$ 97.50	\$ 97.50	Frozen Feet Run
	9765	1/27/2016	Clean out Trash Containers														\$ 40.00	\$ 280.00	
	9769	1/28/2016	Install Chains on Trash Cans														\$ 175.50	\$ 175.50	
	9770	1/28/2016	Install 2 Dog Stations														\$ 234.00	\$ 234.00	
	9773	1/29/2016	Clean out Trash Containers														\$ 60.00	\$ 100.00	
	9776	1/29/2016	Repair Gates														\$ 493.00	\$ 493.00	
	<b>JANUARY TOTALS</b>		\$ -	\$ 120.00	\$ -	\$ 489.50	\$ 868.00	\$ 200.00	\$ -	\$ 132.00	\$ 260.00	\$ 667.00	\$ 80.00	\$ 3,990.39	\$ 340.00	\$ 408.25	\$ 7,555.14	<b>JANUARY TOTAL</b>	
<b>FEBRUARY</b>	<b>INVOICE #</b>	<b>DATE</b>	<b>WORK COMPLETED</b>														<b>INVOICE TOTAL</b>	<b>SPECIFIC LOCATION</b>	
	9779	2/2/2016	Chip Brush Piles														\$ 505.00	\$ 505.00	
	9785	2/4/2016	Clean Picnic Table Pads														\$ 591.50	\$ 591.50	
	9787	2/5/2016	Clean out Trash Containers														\$ 40.00	\$ 325.00	
	9787	2/5/2016	Trash Pickup														\$ 480.00	\$ 480.00	
	9802	2/15/2016	Clean out Trash Containers														\$ 60.00	\$ 60.00	
	9806	2/17/2016	Clean out Trash Containers														\$ 40.00	\$ 380.00	
	9811	2/18/2016	Clean up beds & cut back plants														\$ 620.00	\$ 620.00	
	9820	2/19/2016	cut grass plants & empty trash														\$ 60.00	\$ 685.00	La Salle Trail
	9823	2/23/2016	Clean out Trash Containers														\$ 40.00	\$ 340.00	
	9828	2/24/2016	Snow plow														\$ 195.00	\$ 195.00	
	9833	2/26/2016	Install rock														\$ 1,670.40	\$ 1,670.40	
	9837	2/26/2016	Tent Install														\$ 546.00	\$ 546.00	Cabin Fever Hike
	9838	2/26/2016	Clear trees														\$ 303.00	\$ 303.00	
	9840	2/29/2016	Clear trail debris														\$ 889.00	\$ 889.00	
	9841	2/29/2016	Install new dog station														\$ 130.00	\$ 130.00	
	9843	2/29/2016	Pick up lumber/rake mulch														\$ 253.50	\$ 253.50	
	9845	2/29/2016	Clean out Trash Containers														\$ 40.00	\$ 215.50	
	<b>FEBRUARY TOTALS</b>		\$ -	\$ 780.00	\$ -	\$ 463.00	\$ 2,968.90	\$ 907.00	\$ -	\$ 120.00	\$ 1,099.00	\$ 120.00	\$ 80.00	\$ 546.00	\$ 1,105.00	\$ -	\$ 8,188.90	<b>FEBRUARY TOTAL</b>	
<b>MARCH</b>	<b>INVOICE #</b>	<b>DATE</b>	<b>WORK COMPLETED</b>														<b>INVOICE TOTAL</b>	<b>SPECIFIC LOCATION</b>	
	9848	3/2/2016	Clean and mulch beds														\$ 1,362.50	\$ 1,362.50	
	9849	3/2/2016	Install playground chips														\$ 1,000.00	\$ 3,588.52	
	9851	3/4/2016	Install playground chips														\$ 1,056.00	\$ 2,056.00	
	9853	3/4/2016	Clean out Trash Containers														\$ 60.00	\$ 180.00	
	9855	3/7/2016	Clean out Trash Containers														\$ 40.00	\$ 220.00	
	9856	3/8/2016	Clean out Trash Containers														\$ 45.00	\$ 45.00	
	9857	3/7/2016	Install Playground chips														\$ 1,158.00	\$ 1,158.00	
	9861	3/8/2016	Clean up down tree limbs														\$ 305.00	\$ 305.00	
	9862	3/9/2016	Mulch														\$ 4,812.50	\$ 4,812.50	
	9864	3/11/2016	Mulch														\$ 1,765.00	\$ 1,765.00	
	9865	3/11/2016	Clean out Trash Containers														\$ 60.00	\$ 60.00	
	9869	3/11/2016	Install Dog Signs														\$ 194.00	\$ 194.00	
	9871	3/14/2016	Downed tree removal														\$ 1,270.00	\$ 1,270.00	
	9877	3/16/2016	Mulch														\$ 1,785.00	\$ 1,785.00	
	9878	3/15/2016	Mulch														\$ 2,100.00	\$ 2,100.00	
	9879	3/16/2016	Mulch														\$ 2,760.00	\$ 2,760.00	Lafayette High to P-G Loop
	9883	3/17/2016	Clean out Trash Containers														\$ 60.00	\$ 75.00	Town Center Trash Containers
	9887	3/18/2016	Mulch														\$ 390.00	\$ 390.00	

FY-2016 Parks and Trails Maintenance Costs

Park/Trail			AL FOSTER TRAILHEAD	ANNIVERSARY PARK	BELLEVUE FARM PARK	BLUFF VIEW PARK	COMMUNITY PARK	GLENCOE PARK	KOHN PARK	OLD POND SCHOOL	ROCK HOLLOW TRAIL	PEDESTRIAN BRIDGES	TAYLOR/100 TRAIL	EVENTS	GENERAL TRAILS	GENERAL WORK		
9892	3/18/2016	Install weed prevention					\$ 180.00										\$ 180.00	
9893	3/25/2016	Clean out Trash Containers		\$ 40.00		\$ 40.00	\$ 60.00					\$ 40.00	\$ 40.00		\$ 40.00		\$ 260.00	
9896	3/25/2016	Mulch													\$ 3,795.00		\$ 3,795.00	Hamilton-Carr/tunnel/Wildwood Greenway
9897	3/25/2016	Grass cutting & trimming		\$ 75.00				\$ 660.00				\$ 420.00			\$ 520.00		\$ 1,675.00	
9897	3/25/2016	Clean out Trash Containers					\$ 120.00										\$ 120.00	
9907	3/18/2016	Clean pavilion area					\$ 396.00										\$ 396.00	
9908	3/18/2016	Put up and take down Tent												\$ 546.00			\$ 546.00	WBA Balloon Glow
9919	3/25/2016	Clean inlets and paint					\$ 684.92										\$ 684.92	
9926	3/31/2016	Replace 6 signs with new poles													\$ 509.88		\$ 509.88	Pond-Grover Loop Area
<b>MARCH TOTALS</b>			\$ -	\$ 3,976.00	\$ -	\$ 80.00	\$ 7,845.42	\$ 4,535.00	\$ -	\$ 3,951.02	\$ 1,270.00	\$ 2,330.00	\$ 80.00	\$ 546.00	\$ 7,664.88	\$ 15.00	\$ 32,293.32	<b>MARCH TOTAL</b>
<b>INVOICE #</b>	<b>DATE</b>	<b>WORK COMPLETED</b>															<b>INVOICE TOTAL</b>	<b>SPECIFIC LOCATION</b>
9899	4/1/2016	Clean out Trash Containers					\$ 60.00										\$ 60.00	
9899	4/1/2016	Grass cutting & trimming		\$ 75.00		\$ 320.00	\$ 200.00	\$ 560.00		\$ 75.00	\$ 40.00				\$ 380.00		\$ 1,650.00	
9927	4/1/2016	Board up buildings & paint			\$ 254.50												\$ 254.50	
9938	4/4/2016	Pick up broken light		\$ 234.00													\$ 234.00	
9941	4/5/2016	Check light poles		\$ 65.00													\$ 65.00	
9943	4/6/2016	Clean & wash down Trash Containers					\$ 708.50										\$ 708.50	
9947	4/7/2016	Install signs and clean debris					\$ 312.50										\$ 312.50	
9127748	4/7/2016	Pest control							\$ 52.00								\$ 52.00	
9930	4/8/2016	Clean out Trash Containers		\$ 40.00		\$ 45.00	\$ 100.00	\$ 40.00									\$ 225.00	
9930	4/8/2016	Grass cutting & trimming				\$ 75.00		\$ 660.00		\$ 75.00		\$ 420.00			\$ 470.00		\$ 1,700.00	
9951	4/8/2016	Delivery of memorial bench													\$ 104.00		\$ 104.00	
9952	4/10/2016	Clean for rental							\$ 75.00								\$ 75.00	
9956	4/12/2016	Bench assembly & plaque install													\$ 332.67		\$ 332.67	
9959	4/14/2016	Grade entrance					\$ 606.85										\$ 606.85	
9960	4/14/2016	Remove trash							\$ 75.00								\$ 75.00	
9961	4/15/2016	Set up & take down tent for event												\$ 693.00			\$ 693.00	WBA Balloon Glow
9963	4/15/2016	Clean out Trash Containers		\$ 40.00			\$ 60.00										\$ 100.00	
9963	4/15/2016	Grass cutting & trimming		\$ 75.00		\$ 200.00	\$ 200.00	\$ 660.00			\$ 45.00						\$ 1,180.00	
9965	4/15/2016	Grass cutting & trimming												\$ 80.00			\$ 80.00	WBA Balloon Glow (Town Center fields)
9966	4/15/2016	Grass cutting & trimming					\$ 125.00										\$ 125.00	
9969	4/18/2016	Seal bathroom floors					\$ 1,370.90										\$ 1,370.90	
32668	4/21/2016	Lock Installation					\$ 483.00										\$ 483.00	
1355	4/23/2016	Dewinterize bathroom		\$ 382.00													\$ 382.00	
9970	4/22/2016	Clean out Trash Containers		\$ 75.00			\$ 60.00										\$ 135.00	
9970	4/22/2016	Grass cutting & trimming		\$ 75.00				\$ 660.00	\$ 90.00	\$ 75.00		\$ 420.00			\$ 965.00		\$ 2,285.00	
9974	4/29/2016	Clean out Trash Containers		\$ 40.00													\$ 40.00	
9974	4/29/2016	Grass cutting & trimming		\$ 75.00		\$ 200.00	\$ 485.00	\$ 660.00		\$ 75.00							\$ 1,495.00	
9976	4/29/2016	Grass cutting & trimming														\$ 40.00	\$ 40.00	Town Center near Garden
9991	4/21/2016	Aerate, overseed, fertilize					\$ 571.14										\$ 571.14	
9994	4/21/2016	Adjust doors & install shelf					\$ 260.00										\$ 260.00	
9997	4/22/2016	Work at park					\$ 390.00										\$ 390.00	
9998	4/23/2016	Clean Park & trash containers					\$ 320.00										\$ 320.00	
10004	4/27/2016	Power wash walk, repair bldg, clean					\$ 520.00										\$ 520.00	
10007	4/28/2016	Seal sidewalk, fix lights					\$ 1,106.08										\$ 1,106.08	
10009	4/29/2016	Remove tree from trail													\$ 244.00		\$ 244.00	Glencoe Area
10011	4/30/2016	Clean Park & trash containers		\$ 135.00			\$ 160.00										\$ 295.00	
<b>APRIL TOTALS</b>			\$ -	\$ 1,311.00	\$ 254.50	\$ 840.00	\$ 8,098.97	\$ 3,240.00	\$ 90.00	\$ 502.00	\$ 85.00	\$ 840.00	\$ -	\$ 773.00	\$ 2,495.67	\$ 40.00	\$ 18,570.14	<b>APRIL TOTAL</b>
<b>INVOICE #</b>	<b>DATE</b>	<b>WORK COMPLETED</b>															<b>INVOICE TOTAL</b>	<b>SPECIFIC LOCATION</b>
10017	5/3/2016	Backfill sidewalk					\$ 184.00										\$ 184.00	
10020	5/2/2016	Work on drinking fntn and irrigation		\$ 372.27													\$ 372.27	
10021	5/2/2016	Repair drinking fountain							\$ 175.50								\$ 175.50	
10022	5/2/2016	Clean out trash containers		\$ 40.00			\$ 60.00										\$ 100.00	
10023	5/3/2016	Install motion sensors					\$ 195.00										\$ 195.00	
10024	5/4/2016	Brush hog			\$ 1,002.50												\$ 1,002.50	
10025	5/4/2016	Trim back trees and bushes	\$ 1,527.00														\$ 1,527.00	
10027	5/5/2016	Clean up brush & branches							\$ 808.00								\$ 808.00	
10034	5/6/2016	Clean park & trash containers		\$ 135.00			\$ 160.00										\$ 295.00	
10035	5/7/2016	Clean park & trash containers		\$ 135.00			\$ 160.00										\$ 295.00	
10038	5/9/2016	Clean out trash containers		\$ 40.00			\$ 60.00										\$ 100.00	
<b>MAY TOTALS</b>			\$ 1,527.00	\$ 722.27	\$ 1,002.50	\$ -	\$ 819.00	\$ -	\$ 808.00	\$ 175.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,054.27	<b>MAY TOTAL</b>

FY-2016 Parks and Trails Maintenance Costs

Park/Trail		AL FOSTER TRAILHEAD	ANNIVERSARY PARK	BELLEVUE FARM PARK	BLUFF VIEW PARK	COMMUNITY PARK	GLENCOE PARK	KOHN PARK	OLD POND SCHOOL	ROCK HOLLOW TRAIL	PEDESTRIAN BRIDGES	TAYLOR/100 TRAIL	EVENTS	GENERAL TRAILS	GENERAL WORK		
YEAR TO DATE TOTALS		\$1,527.00	\$6,909.27	\$1,257.00	\$1,872.50	\$20,600.29	\$8,882.00	\$898.00	\$4,880.52	\$2,714.00	\$3,957.00	\$240.00	\$5,855.39	\$11,605.55	\$463.25	\$71,661.77	YEAR TO DATE TOTAL



## WILDWOOD

**City of Wildwood  
Council Planning/Economic Development/Parks Committee**

***Parks and Recreation Update for Mid-May 2016 to Mid-June 2016***

**June 21, 2016**

**| MEMORANDUM |**

| To: Council Planning/Economic Development/Parks Committee Members |  
| From: Department of Planning and Parks |  
| cc: The Honorable James R. Bowlin, Mayor; Administration/Public Works Committee  
Members; John A. Young, City Attorney;  
Ryan S. Thomas, P.E., City Administrator |

**| Re: Parks and Recreation - Action Plan Update |**

Listed below is a summary of the efforts the City has completed/underway relative to implementing the goals and recommendations for parks and recreation that were set forth in the Citizens Committee for Park Progress' Action Plan. This summary reflects major items that have been the focus of the City, since the Committee's May 2016 meeting:

**Wildwood Concert Series:**

- The first concert of the 2016 Wildwood Concert Series took place on May 20, 2016 at Wildwood Square (in front of the Wildwood Pub & Grill).
- The concert was well attended and *The Fabulous Motown Review* put on a crowd pleasing performance.
- *Off Site* events are typically more difficult to organize and set up, presenting several logistical difficulties. But armed with lessons learned from the 2014 event at the same location, the 2016 event actually went very well.
- The second concert of the 2016 Wildwood Concert Series took place on June 17, 2016 at the Wildwood Town Center Plaza.
- After a several year hiatus, a country-western band was brought back to the concert series, and the group *Two Way Crossing* performed for an enthusiastic crowd.

**Boards and Commissions Appreciation Dinner:**

- The Annual Boards and Commissions Appreciation Dinner was held on June 17, 2016 at Wildwood City Hall.
- For the second year, the dinner was held just before a concert that is part of the 2016 Wildwood Concert Series, thereby giving those attending the opportunity to enjoy a concert after the appreciation event.
- One hundred (100) invitations were sent to all the 2016 Board and Commission Members.

### **Art Festival Planning Committee Meeting:**

- The Art Festival Planning Committee met on June 1, 2016.
- The Committee reviewed each application received for the 2016 Celebrate Wildwood Art Festival.
- The Committee reviewed and commented on two hundred four (204) pieces of art work and sixty-eight (68) artist booths.
- Sixty-seven (67) artists were invited to the 2016 Celebrate Wildwood Event.

### **Founders' Day Planning Committee:**

- The Founders' Day Planning Committee met on June 6, 2016.
- All *main activities* of the Celebrate Wildwood Weekend were discussed at length.
- Small *tweaks* to the planned weekend events have been the focus of recent meetings.
- All aspects of the event are coming together and the planning phase continues to be ahead of schedule.
- The Department is very close to finalizing a lay-out plan for the 2016 Celebrate Wildwood weekend.

### **Recycle That Bicycle Event:**

- The 2016 Wildwood *Recycle That Bicycle* Event was held on May 21, 2016 in front of Wildwood City Hall.
- The event was held between the hours of 9:00 a.m. and 12:00 (noon).
- This event is done in partnership with *Bicycle Works*, a not-for-profit organization which, as a base, offers an *Earn-a-Bike* Program that provides kids the opportunity to earn a bike, while learning about safety and maintenance issues.
- This year's event collected 51 bicycles (compared to 100 to 150 in past years), but Bicycle Works considers 50 bicycles a huge success.

### **Early Childhood Recreation Program:**

- The Early Childhood Recreation Program *The Little Gym* was offered on May 25 and 26, 2016, at 10:00 a.m. and 1:00 p.m., each day.
- The program took place at *The Little Gym*, 15825 Manchester Road.
- Three (3) of the classes were filled to capacity (25), one (1) had eighteen (18) registered participants.

### **Green Rock Trail challenge:**

- The 12<sup>th</sup> Annual Green Rock Trail Challenge was scheduled for June 4, 2016 (National Trails Day).
- This extremely popular City event set a registration record by filling to participant capacity (150 hikers) overnight and causing staff to start the waiting list, which had sixty (60) interested trekkers on it.
- Unfortunately, weather on the Friday before the June 4<sup>th</sup> event (on and off rain), and the weather forecast for the day of the hike (a downpour), caused the event to be cancelled.
- This cancellation is the second such for this event.

**2<sup>ND</sup> Annual Wildwood Plein Air Art Event:**

- The 2<sup>ND</sup> Annual Wildwood Plein air Art Event was held on June 11, 2016.
- The event began with a registration process from 7:00 a.m. to 8:00 a.m. at Wildwood City Hall.
- Artists/Photographers then had from 8:00 a.m. to 8:00 p.m. to paint/photograph any of nine (9) selected locations around the Town Center (Wildwood YMCA, St. Louis Community College – Wildwood Campus, the fountain at Fountain Place and Plaza Drive, outdoor patio at Table Three, the Community Garden, the B & B Theater, the pedestrian bridge east of Taylor Road, the Wildwood Hotel, or Wildwood City Hall).
- Seventeen (17) artists/photographers registered for the event.
- Warm temperature forecast *probably* affected registration numbers and caused two (2) artists to drop out before completion.

**Next City Events:**

- *Home Alone Safety Class* – June 22, 2016
- *Plein Air Art Event Reception* – July 15, 2016
- Wildwood Concert Series – July 15, 2016 (*Dr. Zhivegas*)
- *Baby Sitting 101 Class* – July 19, 2016.
- *Trails in Motion* Film Presentation – July 29, 2016

If you should have any questions or comments in this regard, please feel free to contact the Department of Planning and Parks at (636) 458-0440. Thank you for your review of this information and continued support of these and other events and activities of the City.