

City of Wildwood
Council Planning/Economic Development/Parks Committee
“Planning Tomorrow Today”
Minutes from the
January 26, 2016 Meeting

The Council Planning/Economic Development/Parks Committee meeting was called to order by Chair Baugus, at 6:30 p.m., on January 26, 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 – (6)

Council Member Manton
Council Member Cox
Council Member McCutchen
Council Member Levitt
Council Member Goodson
Chair Baugus

ABSENT – (1)

Council Member DeHart

Other City Officials present:

Tim Woerther, Mayor
Ryan Thomas, City Administrator
Joe Vujnich, Director of Planning and Parks
Kathy Arnett, Assistant Director of Planning and Parks
Gary Crews, Superintendent of Parks and Recreation

II. Approval of Minutes from the Meeting of November 17, 2015:

A motion was made by Council Member Manton, seconded by Council Member Goodson, to approve the minutes of the November 17, 2015 meeting. A voice vote was taken to approve the motion, with majority approval received. Council Member Levitt abstained from the vote. The motion was declared approved by Chair Baugus.

III. Public Comment (on non-Agenda and other items):

Jim VanNest, resident of Wildwood, ask the Committee to investigate/research the possibility of some sort of protection barrier along the recently completed sidewalk on the west side of State Route 109, between Windsor Crest and Lafayette Trails. He noted the sidewalk is extremely close to the highway and presents a safety concern to those using it.

IV. Executive Session Pursuant to RSMO 610.021(2) Lease, Purchase, or Sale of Real Estate – Part 1:

A motion was made by Council Member Levitt, seconded by Council Member Goodson, to enter into Closed Executive Session with regard to the lease, sale, or purchase of real estate (RSMO 610.021 (2)). A roll call vote was taken on the motion, with the following results:

Ayes: Council Members Manton, Cox, McCutchen, Levitt, Goodson, and Chair Baugus.

Nays: None

Absent: Council Member DeHart

The motion was declared approved by Chair Baugus.

Time: 6:40 p.m.

A motion was made by Council Member Cox, seconded by Council Member Manton, to leave Closed Executive Session with regard to the lease, sale, or purchase of real estate (RSMO 610.021 (2)). A roll call vote was taken on the motion, with the following results:

Ayes: Council Members Manton, Cox, McCutchen, Levitt, Goodson, and Chair Baugus.

Nays: None

Absent: Council Member DeHart.

The motion was declared approved by Chair Baugus.

Time: 6:52 p.m.

V. Planning Issues:

1. Windsor Crest Retention Basin Transfer to City of Wildwood (Ward – 1)

Director of Planning and Parks Vujnich provided the Committee with an overview of the past efforts/considerations relative to a retention facility near the Windsor Crest Subdivision, but on community park property. He noted that, prior to the City purchasing and beginning development of the community park, the retention facility was the responsibility of the Windsor Crest Homeowners Association. Director of Planning and Parks Vujnich advised the Committee the City sought a release/agreement from the Windsor Crest Homeowners Association transferring all current responsibilities relative to the facility to the City. He summarized the reason for seeking the agreement and provided the following reasons:

1. The retention facility is located on City-owned property, since Wildwood's purchase of the larger tract of land in 2009. With the easement transferred to the City, any liability issue is eliminated and Wildwood has control over its maintenance and upkeep as well, thereby ensuring its condition does not create a legal issue in the future.
2. The change in the facility's ownership is a plus for the homeowners of the Windsor Crest Subdivision in terms of their liability for this facility, now located on a popular park site.
3. The approved Concept Plan for Community Park indicates this facility being changed and becoming a part of a series of lakes, which will make it an amenity of the park, and for the overall area.
4. The release of the easement allows the City greater control over access in this area, particularly after-hours. This change improves security associated with this portion of the park.

Director of Planning and Parks Vujnich advised the trustees of the Homeowners Association consulted with their legal counsel and requested two (2) changes with the presented agreement:

1. A stipulation guaranteeing the City would not obstruct stormwater flow from the subdivision to this facility.
2. A limited indemnification to the subdivision relative to stormwater flow, if the facility is blocked or otherwise becomes non-functional.

He noted with these two (2) changes being agreed upon by the parties, the agreement is now ready for review and action by the Committee. He noted for the Committee, the Department, and the City Attorney both endorse the agreement/document.

A motion was made by Council Member Goodson, seconded by Council Member Manton, to forward the Windsor Crest Easement Agreement for Stormwater Drainage and Retention Easement to the full City Council for its consideration. A voice vote was taken to approve the motion, with unanimous, affirmative result, and the motion was declared approved by Chair Baugus.

2. Electronic Message Boards – Referred to the Committee by City Council (Wards – All).

Director of Planning and Parks Vujnich provided an overview of the electronic message board discussions that have been presented to date. He also reviewed the memorandum provided to the Committee involving this evening's discussion. In summary, schools, churches, and, occasionally, businesses have inquired about electronic message boards. He noted the Rockwood School District has been the most consistent in this regard. The most recent request from the Rockwood School District for an electronic message board was discussed/considered by the Planning and Zoning Commission. Director of Planning and Parks Vujnich informed the Committee, after extensive discussion about the electronic message boards by the Planning and Zoning

Commission, a consensus could not be reached. A recommendation was forwarded to the City Council indicating the matter had failed for a lack of majority. A public hearing was held on the matter at a meeting of the City Council that garnered much discussion. Director of Planning and Parks Vujnich advised that, at the end of the public hearing, City Council wanted/needed additional information on the issue and sought more time to study the consideration. Accordingly, the City Council agreed, by vote, to forward the matter to this Committee.

Director of Planning and Parks Vujnich then reviewed/explained to the Committee a proposed process covering the application for an electronic message board. He advised, if this process is applied appropriately and fairly (even though very lengthy and involved), it would guarantee the signs that are authorized meet the levels of review to ensure the four (4) criteria of the Zoning Ordinance are met, while minimizing the impacts of their respective installations. Director of Planning and Parks Vujnich reiterated this proposed process sets a very high standard for applicants to meet, but ensures that all applications meet the appropriate guidelines.

A motion was made by Council Member Cox, seconded by Council Member Baugus, to allow the Department to research the electronic message board issue further and bring the matter back to the February meeting for further discussion. A roll vote was taken to approve the motion, with the following results:

Ayes: Council Members Cox and Chair Baugus.

Nays: Council Members Manton, McCutchen, Levitt, and Goodson.

Absent: Council Member DeHart.

Chair Baugus noted the motion failed.

Discussion among Committee Members included the following: the fact the Department considers the electronic message board/signs not to be a trend and feels requests should be considered by a Conditional Use Permit (CUP); the general agreement the Conditional Use Permit (CUP) process is strong; the opinion by some the current Sign Regulations should not be altered to allow electronic message boards; the opinion electronic message boards should be restricted to use by schools, churches and not-for-profit organizations only; the opinion that, if the electronic message boards are allowed, they should also be authorized for businesses; lengthy discussion on the proposed criteria an application for an electronic message board sign would follow, when submitted; lengthy discussion on the electronic message board sign installed at Marquette High School in the City of Clarkson Valley; the opinion the electronic message board sign at Marquette High School was not installed for traffic on Clarkson Road to view, but instead for students to see when leaving/arriving at the school; the belief the City of Chesterfield has a sign permit process for schools only; the opinion the suggested illumination time periods/restrictions in the suggested application process seem to nullify the need for an electronic message board; the question of why an electronic message board is needed in this time of electronic media; the question of why schools need an electronic message board, when there is no need to communicate with

those people outside of the school environment; the opinion the Sign Regulations in the City have been relaxed too much already; the question of whether there is proof that electronic message board signs are really effective; the opinion the electronic message boards will go against the character of the City; the belief that, over time, electronic message board signs will be less and less expensive creating the potential of the City to take on the appearance of the Branson area; the suggestion that, since none of the surrounding subdivisions around Lafayette High School have complained about the lighting that currently exists on the campus, the electronic message board sign may not be an issue; the opinion that absence of a complaint does not prove a thing; and the opinion the Committee needs to absorb the information and evening's discussion, then reconsider this issue at its February meeting.

A motion was made by Council Member Manton, seconded by Council Member McCutchen, not to amend the City's existing sign regulations. A roll call vote was taken to approve the motion, with the following results:

Ayes: Council Members Manton, McCutchen, Levitt, and Goodson.

Nays: Council Members Cox and Chair Baugus.

Absent: Council Member DeHart.

The motion was declared approved by Chair Baugus by a vote of 4 to 2.

A motion was made by Council Member Goodson, seconded by Council Member Manton, pending review of the City Attorney, to forward a recommendation from the Committee to the City Council *not to amend the City's existing Sign regulations*. A roll call vote was taken to approve this motion with the following results:

Ayes: Council Members Manton, McCutchen, Levitt, Goodson, and Chair Baugus.

Nays: None

Absent: Council Members DeHart and Cox

The motion was declared approved by Chair Baugus.

(It should be noted that numerous efforts were made to establish the wording of a motion agreeable to all Council Members involving the discussion of Electronic Message Boards and the existing Sign Regulations).

VI. Economic Development Issues:

No Items Ready for Action

VII. Parks Issues:

1. Connector Trail Proposal – Bluff View Park to Rock Hollow Valley (Ward – Six)

Director of Planning and Parks Vujnich reviewed the proposed connector trail bringing together Bluff View Park and the Rock Hollow Trail/Valley. He advised the project was bid, resulting in very favorable results. Director of Planning and Parks Vujnich noted that, pending a satisfactory review and recommendation from the Committee, the matter will be forwarded to the full City Council for its consideration and action.

Discussion among Committee Members included the following: it was brought to the attention of Director of Planning and Parks Vujnich that the low bidder (Krupp Construction) apparently made several errors on their bid submittal (\$148,937.00, as opposed to \$168,937.00). Two (2) of the errors were switched from \$148,937.00 to \$168,937.00 and initialed, but one (1) area (on page 12 of it's submittal) remains at \$148,937.00. Director of Planning and Parks Vujnich advised he is positive the \$168,937.00 figure is the correct total, but he will bring this oversight to the attention of Krupp Construction.

A motion was made by Council Member Manton, seconded by Council Member Goodson, to recommend the acceptance of the bid from Krupp Construction for the construction of the connector trail between Bluff View Park and the Rock Hollow Valley/Trail and to forward this action to City Council for its consideration. A voice vote was taken to approve this motion, with unanimous, affirmative result, and the motion was declared approved by Chair Baugus.

2. Phase II of Community Park – Roadway Construction (Ward – One)

Director of Planning and Parks Vujnich explained to the Committee the *out-of-the-ordinary* approval process that occurred to begin the Phase II Development of Community Park. Given the importance of this project, the December 2015 Committee Meeting being canceled, the bid opening of this project taking place in early December 2015, and the potential impact of this project on the habitat of the Indiana Brown Bat, he noted the process was presented to full City Council for its consideration, with an understanding final approval would not be given on this project until the Committee reviewed it at this January 2016 meeting. With the aforementioned process being accomplished, Director of Planning and Parks Vujnich advised the Committee, with its approval and recommendation, the City Council could proceed with a second reading, which would allow clearing to be completed relative to the Phase II Development of Community Park ahead of the March 31, 2016 disturbance deadline. He noted that, if this clearing cannot be accomplished by March 31, 2016, the project would be delayed until November 2016.

A motion was made by Council Member Manton, seconded by Chair Baugus, to accept the bidding process and plans related to the Phase II development of Community Park and to endorse a second reading by City Council on the same. A roll call vote was taken to approve the motion, with the following results:

Ayes: Council Members Manton, Goodson, and Chair Baugus.

Nays: Council Members McCutchen and Levitt.

Absent: Council Members DeHart and Cox.

3. Pond Athletic Association Accounting – 2015 Season (Ward – One)

Director of Planning and Parks Vujnich advised the Committee the Department would like to gather additional information, before providing a review and update to the Committee concerning the support the City provides to the Pond Athletic Association.

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

For informational purposes only, Director of Planning and Parks Vujnich provided a summary of expenditures the Department authorized for maintenance issues within the City's park and trail facilities.

5. Update on Parks and Recreation Action Plan (Wards – All)

Director of Planning and Parks Vujnich advised the Committee to review the January 26, 2016 Memorandum/Summary of the Parks and Recreation activities, since the November 2015 meeting.

6. Executive Session Pursuant to RSMO 610.021(2) Lease, Purchase, or Sale of Real Estate – Part II:

A motion was made by Council Member Goodson, seconded by Council Member Manton, to enter into Closed Executive Session with regard to the lease, sale, or purchase of real estate (RSMO 610.021 (2)). A roll call vote was taken on the motion, with the following results:

Ayes: Council Members Manton, McCutchen, Levitt, Goodson, and Chair Baugus.

Nays: None

Absent: Council Members DeHart and Cox.

The motion was declared approved by Chair Baugus.

Time 8:25 p.m.

A motion was made by Council Member McCutchen, seconded by Council Member Manton, to leave Closed Executive Session with regard to the lease, sale, or purchase of real estate (RSMO 610.021 (2)). A roll call vote was taken on the motion, with the following results:

Ayes: Council Members Manton, McCutchen, Levitt, Goodson, and Chair Baugus.

Nays: None

Absent: Council Members DeHart and Cox

The motion was declared approved by Chair Baugus.

Time: 8:46 p.m.

VIII. Additional Public Comment

None

IX. Closing Remarks and Adjournment

Director of Planning and Parks Vujnich and Chair Baugus summarized the evening's meeting and a motion was made by Council Member Levitt, seconded by Council Member Goodson, to adjourn. A voice vote was taken to approve the motion, with unanimous, affirmative result, and it was declared approved by Chair Baugus at 8:47 p.m.