

**City of Wildwood**  
**Council Planning/Economic Development/Parks Committee**  
**“Planning Tomorrow Today”**  
*Minutes from the*  
**March 15, 2016 Meeting**

The Council Planning/Economic Development/Parks Committee meeting was called to order by Chair Baugus, at 6:30 p.m., on March 15, 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 DeHart  
Council Member Porter  
Council Member Goodson  
Chair Baugus

ABSENT – (2)

Council Member McCutchen  
Council Member Levitt

Other City Officials present:

Tim Woerther, Mayor  
Joe Vujnich, Director of Planning and Parks  
Kathy Arnett, Assistant Director of Planning and Parks

**II. Approval of Minutes from the Meeting of February 23, 2016:**

A motion was made by Council Member Manton, seconded by Council Member Goodson, to approve the minutes of the February 23, 2016 meeting. A voice vote was taken to approve the motion. There being no objections, the motion was declared approved by Chair Baugus.

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

None

**IV. Planning Issues:**

**1. Master Plan Update Process - 2016 (Wards – All)**

Director of Planning and Parks Vujnich provided the Committee with an overview of the current status of the Master Plan update process. The Master Plan Advisory Committee completed their work in thirteen (13) months and unanimously approved the adoption of their changes. The public hearing on the plan revisions was held last week at the Planning and Zoning Commission, with only one (1) public comment. The plan will be reviewed at the next two (2) Commission meetings, with some type of action anticipated at that time. Then the plan will be before the City Council for ratification. Finally, he noted that much of what has been done for the last twenty (20) years was retained in the document and he complimented the group of citizens on the advisory committee on their great work and dedication to the process.

Discussion was then held regarding the following: the concerns about the future development on the Brown property; the recommendation to have a position established for a Business Retention Coordinator; and the concerns with inclusion of the goals, objectives, and policies of the Economic Development Plan, which hasn't been formally adopted by City Council at this time.

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

No Items Ready for Action

## **VII. Parks Issues:**

### **1. Special Event Liquor License for Farmers Market - 2016 (Ward - Eight)**

Director of Planning and Parks Vujnich first gave an overview of the history of the City's Farmers Market. He noted it has seen substantial growth, since its new managers, George and Rene Sackett, took over a couple of years ago. The Sacketts would like to begin hosting special events this year, such as samplings, tastings, chef demonstrations, etc., which would include serving beer and wine. He noted that liquor sales would only be at special events. Finally, he explained the Rotary Club would apply for the license and carries all liability. The recommendation report outlined potential conditions to be included with the license approval, which are as follows:

1. The sale of beer and wine only, in conjunction with these scheduled special events.
2. The managers of the market shall oversee any individuals charged with the storage, preparation, and service of the beer and wine.
3. The Rotary Club will apply for the license and provide the insurance coverage and liability protection to the City of Wildwood, as directed by the City Attorney.
4. The market managers shall be responsible for the oversight of all aspects of this offering, including the storage, distribution, and sale of the beer and wine, and shall ensure that all State, County, and local codes are met as well.
5. The market managers shall advise the Department of Planning about those special events where beer and wine is to be sold, so it can advise the St. Louis County Police Department - Wildwood Precinct.

Discussion was then held among the Committee Members regarding the following: the fact that alcohol sales are allowed at other City events; the Rotary's role in the process; and the fact that no current Council Members are involved in the Rotary.

A motion was made by Council Member Cox, seconded by Council Member Manton, to recommend the license be approved, with the outlined conditions. A voice vote was taken to approve this motion, with unanimous, affirmative result, and the motion was declared approved by Chair Baugus.

## **2. Al Foster Memorial Trailhead Bid Results for Project's Construction (Ward – Six)**

Director of Planning and Parks Vujnich noted that six (6) bids were received, which means the pricing was competitive. The pricing, however, was higher than the amount budgeted for the project. The low bid was submitted by Ideal Landscaping and its base bid, not including alternates, was \$514,868.00. The amount in the budget for this construction project is \$450,000.00, so discussions were held with the bidder to remove several extra items from the base bid, including the following: thermo plastic logos for the sidewalk; one (1) non-ADA mini shelter; one (1) set of site furnishings; and the bio-basin. With these items removed, the base bid was now \$499,868.00. In addition to the money that had been budgeted, the Department suggested using \$50,000.00 from a line item for 'trail construction.' This line item has \$1,000,000.00 dedicated to it, which will not be necessary for all of the trails planned for this year.

Discussion was then held regarding the following: the past experience with Ideal Landscaping, who constructed the Old Pond School Park; the review of prices in the bid; the potential phasing of the project; the review of subcontractors on the project; the concerns with Ford Asphalt, based upon a previous experience; the construction estimates that were completed; and the modifications made to the plans by the Historic Preservation Commission, the Architectural Review Board, and the Planning and Zoning Commission.

A motion was made by Council Member Manton, seconded by Council Member DeHart, to approve the recommendation on the bid, and to get references on Ford Asphalt. A voice vote was taken to approve the motion. There being no objections, the motion was declared approved by Chair Baugus.

## **3. 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.

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

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

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

A motion was made by Council Member Cox, 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 DeHart, Manton, Cox, Porter, Goodson, and Chair Baugus.

**Nays:** None

**Absent:** Council Members McCutchen and Levitt.

The motion was declared approved by Chair Baugus.

Time 7:35 p.m.

A motion was made by Council Member Manton, seconded by Council Member Goodson, 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 DeHart, Manton, Cox, Porter, Goodson, and Chair Baugus.

**Nays:** None

**Absent:** Council Members McCutchen and Levitt.

The motion was declared approved by Chair Baugus.

Time: 8:23 p.m.

#### **VIII. Additional Public Comment**

None

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

A motion was made by Council Member Porter, seconded by Council Member DeHart, to adjourn. A voice vote was taken to approve the motion, with unanimous, affirmative result, and it was declared approved by Chair Baugus at 8:25 p.m.