

City of Wildwood
Council Planning/Economic Development/Parks Committee
“Planning Tomorrow Today”
Minutes from the
April 19, 2016 Meeting

The Council Planning/Economic Development/Parks Committee meeting was called to order by Chair Baugus, at 6:30 p.m., on April 19, 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 – (7)

Council Member DeHart
Council Member Manton
Council Member Porter
Council Member Cox
Council Member McCutchen
Council Member Goodson
Chair Baugus

ABSENT – (1)

Council Member Levitt

Other City Officials present:

Tim Woerther, Mayor
Ryan Thomas, City Administrator
David Bertolino, Council Member
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 March 15, 2016:

A motion was made by Council Member Manton, seconded by Council Member Goodson, to approve the minutes of the March 15, 2016 meeting. A voice vote was taken to approve the motion, with affirmative result. Council Member McCutchen abstained from the vote. The motion was declared approved by Chair Baugus.

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

None

IV. Planning Issues:

No items ready for action.

V. Economic Development Issues:

1. Presentation of Final Draft of Houseal Lavigne Report on Economic Development (Wards – All)

Council Member David Bertolino provided an overview of the final draft of the Economic Development Plan submitted to the Committee. He noted for specific attention the five (5) actionable items on pages 51 through 60 of the completed draft. City Administrator Ryan Thomas summarized his memorandum to the Committee in reference to the adoption of the Economic Development Plan and was available to answer questions in the event clarification was needed. Chair Baugus then opened the topic for general discussion.

Discussion among Committee Members included the following: the belief the six (6) *Year One Priority Items* need someone to guide the effort; the opinion Houseal Lavigne did a very good job of putting the five (5) action items together; the question of creating an economic development position and how the success of such a position would be measured; the question of the percentage of sales tax the City would receive from sales in the City; the question of whether a City economic development position would focus on a national informational format or more of a local/regional level; the opinion the responsibilities of an economic development position should be determined when the five (5) action items are approved; the suggestion the Committee should approve the final draft of the Houseal Lavigne Report, then worry about an economic development position; and to ask Houseal Lavigne if they felt a consultant or new hire would work the best for the City, based on the Economic Development Model.

A motion was made by Council Member Goodson, seconded by Council Member Cox, to forward the proposed final draft of the Economic Development Plan to the City Council for its review and consideration. A voice vote was taken to approve the motion with all Council Members present in support with the exception of Council Member McCutchen who was opposed. The motion was declared approved by Chair Baugus.

VI. Parks Issues:

1. Community Park Considerations (Ward – One)

i. Addition of Swings: Director of Planning and Parks Vujnich advised the Committee, based on questions discussed on the number of swings in Community Park in 2015, that two (2) additional swings would be added to the playground this summer. He noted the Department contacted All-Inclusive Recreation, the provider

and installer of the current playground equipment, requesting an analysis of the area to determine if additional swings could be added. All-Inclusive Recreation advised the measurement requirements in the area revealed two (2) additional swings could be incorporated as an attachment to the existing swing-set structure. One of the swings would be the traditional belt version and a second swing would be a *generational type* which would allow an adult to swing with a small child at the same time. Director of Planning and Parks Vujnich advised the Committee the Department supports proceeding forward with the purchase of these two (2) swings and the cost of the equipment and installation would total \$4,012.84.

A motion was made by Council Member McCutchen, seconded by Council Member Goodson, to allow the Department to authorize the contractor (All-Inclusive Recreation) to proceed with the installation of two (2) additional swings in Community Park. A voice vote was taken to approve the motion with unanimous, affirmative result, and the motion was declared approved by Chair Baugus.

ii. Erosion Control Project in Bonhomme Creek (Ward – One)

Director of Planning and Parks Vujnich summarized a serious erosion problem in the new Community Park that, in the opinion of many, poses a potentially serious threat to the new and popular park pavilion. The Department, supported by the general contractor and engineer from the Phase I Project, believe the western banks of the Bonhomme Creek should be stabilized to preserve the remaining area between the centerline of the creek and the pavilion. Director of Planning and Parks Vujnich explained the suggested approach to remedy the situation and provided a cost estimate for the proposed repair. He noted the Department identifies the work as a priority repair and would like to proceed as quickly as practical to ensure the bank is preserved.

Discussion among Committee Members included the following: an explanation of the planned access roads into the creek to accomplish the repairs; whether any trees that might be removed to gain access to the creek would be replaced; an explanation of the term *rip rap*; the fact the project engineer of the Phase I Project (Tom Cissel of Oates Associates) believes the estimate for the repair is very reasonable; the general belief future park construction will have a much larger buffer from the creek; the fact the actual flow of the creek is only *slightly* being altered; and the question why this *problem* wasn't recognized before construction.

A motion was made by Council Member DeHart, seconded by Council Member Porter, to forward the proposed contract with Gershenson Construction for the emergency creek repair to City Council for its consideration. A voice vote was taken to approve this motion with a unanimous, affirmative result, and the motion was declared approved by Chair Baugus.

2. Memorandum of Agreement with the Missouri Department of Natural Resources for the Bluff View Connector Trail (Ward – Six)

Not ready for consideration

3. Belleview Farms Design and Engineering Considerations.

i. Concept Design Plan Contract: Director of Planning and Parks Vujnich updated the Committee on the Belleview Farms Park Project and the on-going lease agreement with St. Louis County. He summarized suggested timelines for various site development improvements, which included:

The installation of an improved asphalt access road from the front entrance into the site. This access road must be open for public use by **December 31, 2016;**

The development of a trail within the site to be constructed between **June 30, 2016 and January 1, 2017;** and

The construction of a parking area, with picnic tables, trash cans, and a bike rack.

Director of Planning and Parks Vujnich noted for the Committee, while the aforementioned improvements and timelines are extremely important, of equal importance will be the ultimate design of the new improvements and how they will integrate into the Belleview Farms unique property feature. As a result, Director of Planning and Parks Vujnich advised a design company, DG2 Design, was contacted and toured the property with staff members to get a first-hand look at the property to evaluate its possibilities. The end result is a proposal from DG2 Design which provides for the full design work to be completed at a cost of sixteen thousand two hundred sixty dollars (\$16,260.00). He noted for the Committee the Department supports proceeding forward with a contract to engage DG2 Design to create a master plan document for the Belleview Farm Park Project.

Discussion among Committee Members included the following: whether the Department sought other bids for the Belleview Farms Park Project.

A motion was made by Council Member Manton, seconded by Council Member McCutchen, to forward the proposed contract with DG2 Design for the site analysis and complete master plan of the Belleview Farms Property Park Project, to City Council for its review and consideration. A voice vote was taken to approve this motion with unanimous, affirmative result, and the motion was declared approved by Chair Baugus.

ii. Trail Development and Allowable Users: Director of Planning and Parks Vujnich advised the Committee the Department has been working with a trail expert from the St. Louis County Department of Parks and Recreation, John Stanger, in reference to the development of a trail on the Belleview Farms Park property. He noted one of the agreements with St. Louis County was the construction of a trail on the property between the dates of June 30, 2016 and January 1, 2017. The trail would be a natural surface single track type path around the entire property and will be connected in some fashion to the Al Foster Memorial Trail in the Sherman Beach Area.

Director of Planning and Parks Vujnich informed the Committee a decision needs to be made concerning the types of users permitted on this trail. The original intention was to make the trail available to off-road bicyclists, runners, walkers, hikers, and bird watchers. He noted however, opening the trail for equestrian use has been discussed. Director of Planning and Parks Vujnich advised the Belleview Farms Park property is actually isolated from areas allowing equestrian use. For example, there is no connection to the Bluff View Trail and Rock Hollow area where a 12-mile trail allowing horses is being developed (horses are not allowed on the Al Foster Memorial Trail). Also, the trail on the Belleview Farms Park property will be very short and not really conducive to horseback riding, in addition to the lack of available parking for horse trailers on the property, due to space restrictions. In view of this information, Director of Planning and Parks Vujnich informed the Committee the Department supports the prohibition of equestrian use on the Belleview Farms Park property at this time.

Discussion among Committee Members included the following: lengthy discussion on the issue of equestrian use versus off-road cyclists and hikers on trails; discussion on trail maintenance issues concerning off-road cyclists and equestrian use; questions on the trail design and projected use of the buildings on the Belleview Farms Park property; and the fact a stable located near the Belleview Farms Park property is not in the City of Wildwood.

A motion was made by Council Member Porter, seconded by Council Member Manton, to allow only off-road bicyclists, runners, walkers, hikers, and bird watching activities, on the soon to be created Belleview Farms Park property trail. A voice vote was taken to approve the motion, with unanimous, affirmative result, and the motion was declared approved by Chair Baugus.

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

Assistant Director of Planning and Parks Kathy Arnett provided an update to the on-going maintenance costs for the City's Parks and Trails system during the months of March and April.

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

Superintendent of Parks and Recreation Gary Crews provided an update/summary of the Parks and Recreation Action Plan and activities taking place since the March 2016 meeting.

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

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, Porter, McCutchen, Cox, Goodson, and Chair Baugus.

Nays: None

Absent: Council Member Levitt.

The motion was declared approved by Chair Baugus.

Time 8:17.

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, Porter, Cox, McCutchen, Goodson, and Chair Baugus.

Nays: None

Absent: Council Member Levitt

The motion was declared approved by Chair Baugus.

Time: 8:38 p.m.

VII. Other/Additional Public Comment:

None

VIII. 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 Cox, seconded by Council Member Manton, to adjourn. A voice vote was taken to approve the motion, with unanimous, affirmative result, and it was declared approved by Chair Baugus at 8:39 p.m.