

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

The Council Planning/Economic Development/Parks Committee meeting was called to order by Chair Baugus, at 6:24 p.m., on July 19, 2016, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

Note: Members of the Council Planning/Economic Development/Parks Committee met off-site at 5:00 p.m., near the Al Foster Memorial Trailhead, for a visit to property located at 205 Woolsey Lane.

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, City Administrator
Council Member Larry McGowen
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 June 21, 2016:

A motion was made by Council Member Levitt, seconded by Council Member De Hart, to approve the minutes of the June 21, 2016 meeting. A voice vote was taken to approve the motion with affirmative result; Council Member Cox 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:

1. Payne Family Homes Appeal Process (Ward – One)

Director of Planning and Parks Vujnich provided an overview/summary of past discussion from the July 11, 2016 City Council meeting regarding the Payne Family Homes appeal to a decision of the Planning and Zoning Commission to deny its application for a Planned Residential Development Overlay District (PRD). He reminded the Committee it involved a seventy-eight (78) acre property that is located at the northwest corner of Pond Road and State Route 100. It was noted the Department of Planning supported this overlay district application, while the Planning and Zoning Commission recommended its denial by a unanimous vote.

As a result of this appeal, Director of Planning and Parks Vujnich reminded the Committee the matter must now be considered by the Council Planning/Economic Development/Parks Committee in the form of a public hearing. After the public hearing, the matter will be sent back to City Council, whereupon it may affirm, reverse, or modify, in whole or in part, the determination of the Planning and Zoning Commission. He advised the Department is seeking input from the Committee on a date for the public hearing, which *could* be set for the August 16, 2016 meeting.

Discussion among Committee Members included the following: whether there have been exceptions to PRD's west of State Route 109 in the past; questions concerning what type of vote it would take for the City Council to change the decision of the Planning and Zoning Commission (simple majority, super majority, etc.); the belief there were concerns about this particular development that are not/were not specifically planning or zoning issues; whether any issues of concern presented by the planning and zoning Commission have already been addressed; the fact the biggest concern was lot sizes in the development (one (1) acre, as opposed to three (3) acre); a question if the developer could build on all three (3) acre lots and have less common ground; the opinion of some Committee Members that, with issues of this type, consistency is the key; and the opinion that approving this appeal would only serve to change the practice of the City.

Tom Smith, residing at 17221 Portland Crest, was present and offered the following for discussion/consideration: the feeling the lack of taxation on common ground is a point of contention; the general belief that property values of nearby properties will be adversely affected if homes are built on less than three (3) acre lots; the belief the biggest concern of people near the area, is in fact, about property values; and a request was made to expand the normal mailing radius of a public hearing on this matter.

A motion was made by Council Member Manton, seconded by Council Member Levitt, to schedule the public hearing on August 16, 2016 and expand the mailing radius for this particular hearing to five thousand two hundred (5,200) feet. A voice vote was taken to approve this motion with affirmative, unanimous result, and the motion was declared approved by Chair Baugus.

V. Economic Development Issues:

1. Creation of a Third City Council Committee for Economic Development (Wards - All)

City Administrator, Ryan Thomas, provided a brief summary of a suggestion to consider a third (3rd) City Council Standing Committee for Economic Development. He noted that such a Committee was suggested in the Economic Development Guide and the 2016 Master Plan. Recently, the Economic Development Task Force recommended a separate City Council Standing Committee for Economic Development. City Administrator Thomas advised the next logical step would be to secure support from the Planning/Economic Development/Parks Committee at tonight's meeting and then present the matter to City Council at its July 25, 2015 City Council Work Session. Thereafter, that recommendation would be presented to City Council for consideration. He noted, if approved, the three (3) Committees would be as follows:

- Administration/Public Works Committee
- Planning/Parks Committee
- Economic Development Committee

Discussion among Committee Members included the following: the general feeling the suggestion is already in place and all that needs to be done is to make it official; putting this suggestion in place is nothing more than changing the name of the Economic Development Task Force to the Economic Development Committee; and the suggestion to simply roll the existing members of the Economic Development Task Force over to the Economic Development Committee.

A motion was made by Council Member Goodson, seconded by Council Member Manton, to recommend to the City Council the establishment of an Economic Development Committee, initially composed of current members/current structure of the Economic Development Task Force. A voice vote was taken to approve this motion with affirmative, unanimous result, and the motion was declared approved by Chair Baugus.

2. Review of Position Description for Economic Development Manager (Wards - All)

City Administrator, Ryan Thomas, provided a background concerning the creation of an economic development position on City Staff. He noted such a position is identified in the City's Economic Development Guide, the 2015 City Council Strategic Goals, and the 2016 Master Plan Update. City Administrator Thomas also advised the Committee that

such a position was recommended by the Economic Development Task Force. In view of the aforementioned direction, he is asking for support from the Committee for the recruitment of an Economic Development Manager. City Administrator Thomas noted, if supported by the Committee, the matter will be submitted/presented to the City Council at its July 25, 2016 City Council Work Session for consideration.

Discussion among Committee Members included the following: the suggestion the position description for an Economic Development Manager be reviewed by the City Attorney; the fact the position formerly held by Lynne Greene – Beldner is not going to be filled, thus assisting to fund this new position; the question whether this position will have any staff or if it will be just the Economic Development Manager; whether the function of such a position could be filled on an *as-needed basis* utilizing a consultant; the question of how a decision was made to create a new position as opposed to using a consultant; the opinion that, if the City is realistic and honest about economic development being a priority, then a full time person is needed on staff; the question of how the salary for the position was benchmarked and if it was discussed with a compensation consultant; and a suggestion to add to the job description the fact there could be considerable time required outside of regular business hours.

A motion was made by Council Member Manton, seconded by Council Member Alexander, to recommend the approval of a full-time economic development position, with minor changes to the job description and review by the City Attorney and a compensation consultant. A voice vote was taken to approve the motion with affirmative, unanimous result, and the motion was declared approved by Chair Baugus.

VI. Parks Issues:

1. Concessionaire Agreement at the Al Foster Memorial Trailhead (Wards – Six)

Director of Planning and Parks Vujnich informed the Committee of an issue involving a vendor selling shaved ice at the WF&P Railroad this past spring, from City owned property. The Department advised this vendor such a business could not be conducted at the location without City authorization. He noted, while the vendor was entirely cooperative, the proprietor did ask how such sales might be made legal. Director of Planning and Parks Vujnich ask the Committee Members whether they would be interested in further discussion regarding an agreement with this individual that would allow the sale of shaved ice from City property and, if so, the level of rent or fee the Committee would suggest.

Discussion among Committee Members included the following: the fact this particular vendor has provided long-term services to the City supplying shaved ice at many of its events; whether a *mobile business* can be required to have a City business license; the question why the WF&P Railroad wasn't pursuing this issue, if this activity benefited them; the question of whether Kona Ice was in competition with brick and mortar businesses in the City; the question where food trucks would fit in with this issue; the request for staff to gather legal information concerning *mobile*

businesses; a desire of the Committee to allow the business to sell shaved ice, until staff completes the legal research; and the belief a *Special Event Permit* would allow the vendor to carry on business for up to eight (8) weeks, while the legal research was completed.

A motion was made by Chair Baugus, seconded by Council Member Goodson, to direct City Staff issue a Special Event Permit to the shaved ice vendor, for two (2) fifteen (15) day periods in this calendar year, to operate at the WF&P Railroad Area (Al Foster Memorial Trailhead), while the research is being completed by the City Attorney relative to a concessionaire agreement. A voice vote was taken to approve the motion with affirmative, unanimous result, and the motion was declared approved by Chair Baugus.

2. Status of Belleview Farm Design Process (Wards – All).

Director of Planning and Parks Vujnich updated the Committee of the status of the Belleview Farms design process. A memorandum was provided for the Committee's review, with maps providing information relative to the entire site of Belleview Farms. He noted for the Committee the consultant will have a Concept Plan completed for review by the City the first week of August and it is hopeful that a final draft of the Concept Plan will be available for the Committee at its next meeting.

3. Review of the Boardwalk Trail from Mobil on the Run to the Pedestrian Bridge (Ward – Eight).

Postponed to a future meeting

4. Reservation and Registration Update (Wards – All).

Assistant Director of Planning and Parks Kathy Arnett provided an accounting of the fees collected from pavilion rentals and program registrations. A chart was provided to Committee Members for their review relative to the registration and reservation results, along with fees collected. She noted an error in a provided memorandum concerning fees collected. The memorandum reflects \$910.00 being collected in June, when, in fact, the total was \$810.00. As a result, the year to date total of fees collected is \$24,255.00.

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

Assistant Director of Planning and Parks Kathy Arnett provided a summary of the 2016 Parks Maintenance Costs to date. A chart was provided for review. She noted for the Committee Members that maintenance costs increase significantly in the summer months due to routine grass cutting and trash removal from City park facilities. Director of Planning and Parks Vujnich advised the Committee

maintenance costs will reflect a significant increase next month due to the need to remove fallen trees throughout the system of parks due to severe weather.

6. 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 June 2016 meeting.

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

A motion was made by Council Member Levitt, 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, Bertolino, Alexander, Levitt, Goodson, and Chair Baugus.

Nays: None

Absent: None.

The motion was declared approved by Chair Baugus.

Time 7:57 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 DeHart, Manton, Cox, Bertolino, Alexander, Levitt, Goodson, and Chair Baugus.

Nays: None

Absent: None

The motion was declared approved by Chair Baugus.

Time: 8:39 p.m.

VII. Other/Additional Public Comment:

Council Member Cox requested the Department to investigate the possibility of adding a section of trail/sidewalk along Strecker Road, between Strecker Farms Subdivision and the Ellisville/Wildwood City Limits. It was requested to revisit this matter in August or September.

A motion was made by Council Member Manton, seconded by Chair Baugus, to move the start of the Council Planning/Economic Development/Parks Committee to 6:00 p.m. A voice vote was taken to approve the motion with affirmative, unanimous result, and the motion was declared approved by Chair Baugus.

Council Member Alexander presented a concern of community park users turning off of State Route 100 into the park. He noted this maneuver seems particularly dangerous and wished the City to consider signs or possibly a turn lane. He also was curious if signs could be posted on State Route 100 advising slower traffic to stay to the right. Council Member Alexander was advised these were issues that have been discussed in the past, but decisions of that nature are the responsibility of MODOT. Efforts will be made to pursue those considerations.

Chair Baugus advised he will be absent from the August 16, 2016 meeting and feels the Committee will need to elect an Acting Chair to lead the meeting due to the public hearing scheduled for that date. The Acting Chair will need to be familiar with the issues expected to be presented at the August 16th meeting.

A motion was made by Council Member Levitt, seconded by Council Member Manton, to nominate Council Member Bertolino as the Acting Chair of the Council Planning/Economic Development/Parks Committee for the August 16, 2016. A voice vote was taken to approve this motion with affirmative, unanimous result, and the motion was declared approved by Chair Baugus.

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 8:51 p.m.