



**MEETING OF THE
ADMINISTRATION/PUBLIC WORKS COMMITTEE**

Tuesday, January 3, 2023 at 5:30 pm

City Hall Council Chambers

16860 Main Street

This Meeting will be hybrid, also available via Zoom Webinar Platform:

<https://us02web.zoom.us/j/82414140388>

Webinar ID 824 1414 0388

Dial In Telephone Number 312-626-6799

and be Broadcast on the City of Wildwood's YouTube Channel

<https://www.youtube.com/channel/UCDrnHWBRdhYZw4KNUPbp1yg>

I. Roll Call

II. Approval Of Minutes (December 6, 2022 Meeting)

Documents:

[12 - DECEMBER 6, 2022 DRAFT.PDF](#)

III. Public Participation

IV. Administration

A. For Information

1. Update On Accessibility (Wards – All)

B. For Action

1. City Administrator Search Process / Timeline (Wards – All)

2. Develop/Review Social Media Policy (Wards – All)

3. Review Of Business And Liquor License Amendments (Wards – All)

4. Review Of Charter Provision Relative To City Administrator/Department Heads (Wards – All)

V. Public Works

A. For Information

1. No Items

B. For Action

1. Policy On The Public Acceptance Of Private Streets (Wards – All)
2. Recommended Projects For Federal Funding Applications (Wards 1 And 7)
3. Historic Marker For Madison Valley Road (Ward 1)
4. Deer Management Plan (Wards – All)

VI. Topics For Inclusion On Future Agendas – Proposed Timeframe

- A. Sewer Lateral Insurance Program (Wards – All) (February 2023)
- B. Electric Vehicle Charging Stations (Ward 8) (March 2023)

VII. Miscellaneous

VIII. Next Meeting: Tuesday, February 7, 2023 At 5:30 Pm

IX. Adjournment

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

The Council Administration/Public Works Committee Will Consider and Act upon the Matters Listed above and Such Others as May Be Presented at the Meeting and Determined to Be Appropriate for Discussion at That Time.

Notice is hereby given that the Administration/Public Works Committee may also hold a closed meeting for the purpose of dealing with matters relating to one or more of the following: Legal Actions, Causes of Action, Litigation or Privileged Communications Between the City's Representatives and its Attorneys [RSMO 610.021(1) 1994]; Lease, Purchase or Sale of Real Estate [RSMO 610.021 (2) 1994]; hiring, firing, disciplining or promoting employees by a public governmental body [RSMO 610.021 (3) 1994]; bidding specification [RSMO 610.021 (11) 1994]; sealed bids and related documents, until the bids are opened' and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected [RSMO 610.021 (12) 1994]; and/or individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment [RSMO 610.021 (13) 1994].

The City of Wildwood will provide reasonable accommodations for persons attending Administration/Public Works Committee Meetings. Requests for reasonable accommodations should be made by contacting Megan Eldridge, City Clerk, at 636-458-0440 or email at megan@cityofwildwood.com at least 48 hours prior to the start of the meeting.



WILDWOOD

**MEETING OF THE
ADMINISTRATION/PUBLIC WORKS COMMITTEE**

Tuesday, December 6, 2022 at 5:30 p.m.

Record of Proceedings – **DRAFT**

Council Chambers at City Hall

I. Roll Call

Chair Garritano called the meeting to order at 5:41 pm. An attendance roll call resulted as follows.

Council Members in Attendance

Chair Garritano

Council Member Bertolino via Zoom @ 5:57 pm

Council Member Clark

Council Member Edens via Zoom departed @ 6:52 pm

Council Member Farmer

Council Member Hopper via Zoom

Council Member Jakcsy

Council Member Nyhan departed @ 7:52 pm

City Staff Members in Attendance

City Administrator Steve Cross

Director of Public Works Rick Brown

City Attorney John Young via Zoom @ 7:06

Meeting Recorder Carla Patrick

II. Approval of Minutes

The minutes of the October 25, 2022 meeting were submitted for approval. Council Member Farmer motioned for approval of the minutes, and Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

III. Public Participation

James Vanek, Lakeshore Manor Court, spoke to safety improvements for Old State Road

Jim Van Nest, Windsor Crest, spoke to public street dedication of Town Center alleys

Teresa Pearson, Cherry Hollow Court, spoke to public street dedication of Town Center alleys

Vince Loyal, Stella Cherry Way, spoke to public street dedication of Town Center alleys

Vicki Wroblewski, Windsor Crest, spoke to public street dedication of Town Center alleys

IV. Administration

A. For Information

1. Update on Accessibility (Wards – All)

Council Member Clark expressed thanks for interpreters working the holiday tree lighting event. She requested event notifications with interpreters be posted with Deaf, Inc.

B. For Action

1. City Administrator Search Process (Wards – All)

Chair Garritano provided a target completion date for hiring of new City Administrator of April, 2023. Council Member Farmer provided a summary of the response from Committee members of key skills for this position, which included staff retention/growth, leadership, project management, delegator and critical thinking.

2. Election of Committee Vice Chair (Wards – All)

Council Member Farmer motioned for himself as Committee Vice Chair and Council Member Jakcsy seconded such motion. A voice vote was taken with unanimous support, excepting an abstention from Council Member Farmer. Therefore, Chair Garritano declared the motion passed.

V. Public Works

A. For Information – none

B. For Action

1. Deer Management Plan (Ward - All)

Chair Garritano and City Administrator Cross noted the program would be managed at the direction of the Department of Public Works and offered bringing on Sgt Wendling as a deer management consultant.

Council Member Jakcsy motioned to recommend engagement of Sgt Brad Wendling for consultant services relative to implementation of the City's deer management plan. Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion approved.

2. Sewer Lateral Insurance Program (Wards – All)

Public Works Director Brown presented a background of the City's 2014 initiative for a sewer lateral repair program. He also provided exhibits of current such programs in other county municipalities and the potential utilization of the St Louis County program. This proposition would require City Council approval in order to be included on the April, 2023 ballot.

Discussion included: alternate funding approval methods (NID/CID), resident information initiative, ensuring potential repair costs are covered in assessment amount, and establishment of repair cost caps. A request was made of the Public Works Department to bring the Committee details on the St Louis County program to the January meeting.

3. Policy on the Public Acceptance of Private Streets (Wards – All)

Director of Public Works Brown presented proposed modifications to the City's Policy on Public Dedication of Private Streets inclusive of background, options and recommendations.

Council Member Farmer motioned to proceed with research of funding options, wherein homeowner assessments fund street maintenance costs. Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

Council Member Garritano motioned to amend the City Ordinance accepting the Town Center Update Committee recommendations to reflect inclusion of the residential alleyways within Town Center to become dedicated as public, wherein they will be maintained by the City. Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

4. Status of Federal Funding for Wild Horse Creek Bridge #387 (Ward – One)

Public Works Director Brown reported that while federal funding was approved for this project, the easement acquisition timeline for the Babler State Park portion will exceed the start date required for the current federal grant. He recommended rescinding this grant, and reapplying for the same in 2023 to allow time for easement acquisition.

Council Member Clark motioned to rescind the current federal grant for the Wild Horse Creek Bridge #387, then reapply for said grant in 2023, wherein the application may also include adjustments for increased project costs. Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

5. Old State Road Improvements (Wards – Seven)

Director of Public Works Brown requested Committee interest in another submission of a funding application for improvements on Old State Road (roundabout at Ridge Road). City Administrator Cross provided a history of City improvements to Old State Road. It was noted that St Louis County committed to reviewing potential guardrail installation at specific areas of Old State Road.

Council Member Hopper motioned to recommend submission of another funding application to East West Gateway for proposed improvements on Old State Road with a cost share commitment from City of Ellisville and St. Louis County. Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

VI. Topics for Future Agenda's

1. Business/Liquor License Amendment Review (January 2023)
2. Electric Vehicle Charging Stations (January 2023)
3. Social Media Policy Development (January 2023)

VII. Miscellaneous - none

VIII. Next Meeting: Tuesday, January 3, 2023 at 5:30 pm

IX. Adjournment

Council Member Farmer motioned for meeting adjournment, and Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed and the meeting adjourned at 8:13 pm.