

City of Wildwood
Council Planning/Parks Committee
“Planning Tomorrow Today”
Minutes from the
June 18, 2019 Meeting

The Council Planning/Parks Committee meeting was called to order by Director of Planning and Parks Vujnich, at 6:30 p.m., on June 18, 2019, 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 Gragnani
Council Member Remy
Council Member Dodwell (7:01 p.m.)
Council Member Bopp
Council Member McCune
Council Member Garritano
Council Member McCutchen

ABSENT – (1)

Ward 2 Representative
to be determined

Other City Officials present:

Joe Vujnich, Director of Planning and Parks
Kathy Arnett, Assistant Director of Planning and Parks
Gary Crews, Superintendent of Parks and Recreation

II. Election of Chair for Committee Year 2019 to 2020:

Director of Planning and Parks Vujnich explained the method in which a new Chair of the Committee has been selected in the past and the need to proceed in the regard for the Committee Year 2019 to 2020. He requested a motion from Committee Members to fill the Committee Chair position for the year 2019 to 2020.

A motion was made by Council Member Garritano, seconded by Council Member Gragnani, nominating Council Member McCutchen to serve as the Chair of the Planning and Parks Committee for the year 2019 to 2020. A roll call vote was taken to approve the motion, with the following results:

Aye: Council Members Gragnani, Remy, Bopp, McCune, Garritano, and McCutchen.

Nay: None

Absent: Council Member Dodwell

The motion was declared approved by Director of Planning and Parks Vujnich.

The meeting was then chaired to Ms. McCutchen.

III. Approval of Minutes from the Committee's Meeting of April 16, 2019

A motion was made by Council Member Garritano, seconded by Council Member Gragnani, to approve the minutes of the April 16, 2019 meeting. A voice vote was taken to approve the motion, with unanimous, affirmative result (Council Member Dodwell was not present at this time). The motion was declared approved by Chair McCutchen.

IV. Public Input (opportunity for the public to speak to any Action Item on Tonight's Agenda)

a.) Boardwalk Proposal and Mobil on the Run (Ward – Seven)

Director of Planning and Parks Vujnich provided an overview of a proposed extension/connection of the Wildwood Greenway Corridor. He noted this proposal may involve a boardwalk type section and would connect the Wildwood Greenway Corridor Section in the area of the eastern bicycle/pedestrian bridge over State Route 100, to an existing section of trail at the Mobil on the Run Service Station, at Manchester Road and State Route 100. This trail section would have an east/west orientation on the south side of State Route 100 and would be 630 feet to 775 feet in length, depending on how it was designed. He noted for the Committee, when the Mobil on the Run was redeveloped, the business was required to build a trail section along its northern boundary paralleling Manchester Road and ending at its western limits, basically going nowhere. The Mobil on the Run was promised this trail section would eventually connect to the complete Wildwood Greenway Corridor Trail System in the future.

In view of this request and construction, the Department of Planning and Parks has recently obtained a *Planning Grant* for this project that will serve to provide an *idea* concerning feasibility, design, and costs. This information can then be used for future grant opportunities that might be presented to fund this project. Director of Planning and Parks Vujnich informed the Committee one of the requirements of the *Planning Grant* was to discuss this proposed trail extension/connection, on at least two (2) occasions, in a public forum. Qualifying as a *public forum opportunity* is the *Public Input Section* of the Planning and Parks Committee's meeting.

Discussion among Committee Members included the following: how long this trail extension/connection has been under consideration; whether the Missouri Department of Transportation (MODOT) would be supportive of this proposed project; concern over how close the trail section being proposed would be to State Route 100; concerns over vehicle barriers and if they would have to be extended along State Route 100; whether any consideration has been given to what materials the boardwalk would be made of; and whether the Missouri Department

of Transportation (MODOT) would offer some reimbursement, if they chose to reclaim the area the trail was built on due to expansion sometime in the future.

No one from the public offered comments on the proposed project at this time.

b.) General

There were no public comments on any *action items* on this evening's agenda.

V. Action Items

a.) Planning Matters – Three (3) Items for Consideration

1.) Overview of Committees Protocols, Meeting Day/Time, and other Items

Since the majority of the Committee appointed to the Planning and Parks Committee are new to it, Director of Planning and Parks Vujnich informed them of the Committee's protocols, meeting day/time, and other items, and ask if any of the past practices, in their opinion, should be changed or altered.

Discussion among Committee Members included the following: whether the Planning and Parks Committee meeting had to be held in the Council Chambers or could it return to the Community Room, where it was formally held in the past; and the fact its meeting can be *live streamed* from either the Council Chambers or the Community Room.

A motion was made by Council Member Gragnani, seconded by Council Member Remy, to hold future meetings of the Planning and Parks Committee in the Community Room. A voice vote was taken to approve the motion, with unanimous, affirmative result. The motion was declared approved by Chair McCutchen.

2.) Acceptance of Taylor Road Extension for Public Maintenance (Ward – Five)

Director of Planning and Parks Vujnich provided a thorough overview of the Taylor Road Extension Project and the reasons the roadway has not been opened for public use. He then provided recent contacts from outside parties about the need to open the roadway for public use, despite the fact the Street Acceptance Policy for new developments has not been met (90% occupancy of the development has not been achieved). He noted that, however, several *out of the ordinary* circumstances have developed that seem to justify altering City policy regarding the acceptance of the street by the City, which include: a major construction project on State Route 109; a request by the Metro West Fire Protection District, through Deputy Chief and Fire Marshal Rod Cook, to open the Taylor Road Extension for safety purposes; and the fact that residents of the development are requesting the roadway be opened for public use to allow access to State Route

109. Director of Planning and Parks Vujnich advised that previously the developer of the project, and the Department of Planning, wanted the roadway to remain closed to public use for safety reasons, but have acknowledged now, opening the roadway for public use should be considered, and is recommended, by the Director of Planning and Parks and the Director of Public Works.

Discussion among Committee Members included the following: the opinion of a large percentage of the Committee Members the opening of the roadway for public use will result in a major *cut-through route*; the belief that opening the roadway for public use will result in many complaints; the fact that roadway users wanting to travel south on State Route 109 will still have to proceed north on State Route 109 to the round-about at Pond Grover Loop Road; the fact there are no home sites on the Taylor Road Extension; the opinion there still may be too much construction remaining with the homes being built to open the roadway for public use; the fact it is inevitable the City is going to take ownership of the roadway at some point; the belief opening the roadway is going to result in a motor vehicle speeding problem; questions on whether speed bumps have ever been researched for roadways similar to the Taylor Road Extension; the opinion that emergency access should be a priority; the suggestion to install the lighted speed limit signs along the Taylor Road Extension; and a suggestion to install signs on State Route 109 to readily identify Eatherton Road.

A motion was made by Council Member Remy, seconded by Council Member McCune, to accept the Taylor Road Extension for public maintenance and upkeep, before construction is complete within the surrounding development, for public safety and welfare reasons, but only after the developer completes a punch list of necessary repairs to the streets and sidewalks. A voice vote was taken to approve the motion, with unanimous, affirmative result. The motion was declared approved by Chair McCutchen.

3.) Concerns regarding Caulks Creek Erosion Issues (Wards Two, Three, Four, Five, Seven, and Eight)

Director of Planning and Parks Vujnich provided a brief overview of the problems associated with the nine (9) major watersheds within the City and noted that a task force has been appointed/formed to address issues among property owners and City officials. However, he noted, the Caulks Creek Watershed needs immediate attention and a greater level of study than the task force might be able to provide, given the number of watersheds it must consider. Director of Planning and Parks Vujnich therefore requested the Committee to approve/consider allowing the Department to proceed with the following three (3) tasks:

1. Allow the Department to proceed with a field visit/investigation within Caulks Creek with Dr. David Hammer.

2. The Department would like to engage a consultant to complete an inventory of existing stormwater management facilities within the Caulks Creek Watershed and suggest improvements.

3. Schedule a presentation with the Committee at its July or August meeting with Dr. Hammer to provide an explanation of the research that was conducted with this watershed for over seven (7) years and what the future might hold for this specific creek system.

Discussion among Committee Members included the following: the opinion problems in the Caulks Creek Watershed need to be addressed upstream first with Dr. Hammer; the opinion consultants the City might work with need to look at what the Metropolitan St. Louis Sewer District (MSD) has done and offer an opinion if they have contributed to the water shed problems; and the question of whether Wildwood has contributed to the erosion problems within the watersheds identified.

Without a motion, the Committee authorized the Department to proceed with the immediate investigation of the Caulks Creek Watershed.

b. Parks Matters – Six (6) Items for Consideration

1. Bid Results for Al Foster Memorial Trailhead Overflow Parking Lot (Ward – Six)

Assistant Director of Planning and Parks, Kathy Arnett provided a complete overview of the bids received for the construction of the Al Foster Memorial Trailhead Overflow Parking Lot. She noted the base bids ranged from \$72,000.00 to \$124,000.00, which included an aggregate surface for the lot (gravel). Assistant Director of Planning and Parks Arnett advised the finished parking lot would provide thirty-nine (39) parking spaces, but with an aggregate finish, it is hard/impossible to mark the parking spaces, not to mention the high/frequent maintenance costs. Therefore, the Department reviewed each bid with the inclusion of the Add Alternate #1 – asphalt paving. Assistant Director of Planning and Parks Arnett advised the Committee the Department is recommending construction of the overflow parking lot by Byrne and Jones at a cost of \$101,090.00. She informed the Committee the Department is aware the cost is approximately \$11,000.00 over budget, but this fund overage would be addressed during the mid-year budget adjustment. It is the Departments belief that, if this money is not spent at this time during construction of the lot, it will be spent many times over in an ongoing higher level of maintenance of a gravel surface.

Discussion among Committee Members included the following: the question of what account fund would the \$11,000.00 be allocated from for this project; and the opinion/recommendation to monitor the Capital Improvement Program closely and that the City Council needs to be kept aware of funds used from it.

A motion was made by Council Member McCune, seconded by Council Member Dodwell, to accept the recommendation of the Department for the construction of the overflow parking lot at the Al Foster Memorial Trailhead and forward to City Council for its review/consideration. A voice vote was taken to approve the motion, with unanimous, affirmative result. The motion was declared approved by Chair McCutchen.

2. Wildwood Greenway Corridor – Phase 6 (Ward – One)

Director of Planning and Parks Vujnich provided a history/overview of the Wildwood Greenway Corridor Phase 6 Project. He noted this section of the Wildwood Greenway Corridor was approved for construction in 2012, but other priorities kept getting the project postponed. He noted, once again, the Wildwood Greenway Corridor Trail Project (Phase 6) is approved for construction in 2019 (at least the section from Wildwood Community Park to Pond Road). Director of Planning and Parks Vujnich advised the plans approved in 2012 are now being updated to ensure the trail project meets accepted standards for 2019. He noted the Department is providing this information to alert the Committee to the upcoming changes in this project, especially those relative to funding and the extent of construction.

Discussion among Committee Members included the following: whether the City has use/rights to the property at the southwest corner of Community Park for trail installment; whether it is a goal of the City to connect the trail on the north side of State Route 100, to the trail on the south side of State Route 100, west of State Route 109; the question of how the intended trail is to cross Pond Road; whether signs should be considered to be posted at Pond Road and State Route 100 warning trail users to cross at their own risk; and how the City is planning on trail users crossing State Route 100 or Pond Road without tunnels or bridges.

A motion was made by Council Member McCune, seconded by Council Member Remy, to postpone discussion on the proposed Wildwood Greenway Corridor – Phase 6 Project until a future meeting. A voice vote was taken to approve this motion, with unanimous, affirmative result. The motion was declared approved by Chair McCutchen.

3. Summary of Feedback from Senior Open Houses (Wards – All)

Assistant Director of Planning and Parks, Kathy Arnett summarized two (2) recent *Open House* meetings at Wildwood City Hall concerning programs for senior citizens. She advised the City currently offers senior yoga classes, senior fitness classes, senior water fitness classes, and senior creative writing classes. These programs/classes are funded via Community Development Block Grants (CDBG) and began with partnerships with the Wildwood Family YMCA and Wildwood YOGA and Wellness. The purpose of the two (2) *Open House* meetings was to solicit suggestions from the seniors that attended for additional programming. Assistant Director of Planning and Parks Arnett wanted to present the suggestions

received to the Committee for its review, plus to solicit any new suggestions Committee Members might have for additional senior programs.

Discussion among Committee Members included the following: the suggestion to search for people in the community that could provide lectures on interesting topics; the opinion that Pickle Ball is extremely *hot* among seniors; whether it would be feasible to rent facilities for seniors to have activities; the opinion the City should explore additional *partnerships* for senior programs; the opinion that socialization activities are very popular with seniors; the suggestion that, with all our green space and parks, bird watching and photography could prove popular; and organize a program about the history of some of the City's senior residents.

No further action taken

4. Resident Requests for Facilities (Wards – All)

Director of Planning and Parks Vujnich informed the Committee of requests received from resident's seeking certain facilities they believe would benefit the community. He noted leading the suggestions have been sand volleyball courts and pickle ball courts. He advised the Department's first step in consideration of requests/items such as these improvements is to discuss the topic with Committee Members to determine if there is a level of interest in providing them and, if so, determine a location. Director of Planning and Parks Vujnich provided a breakdown of all City parks and the available space in each facility.

Discussion among Committee Members included the following: how would facilities such as sand volleyball and pickle ball courts be managed; would facilities such as volleyball courts and pickle ball courts require additional city staff; the opinion it would take considerable time and effort to maintain a schedule for sand volleyball courts and pickle ball courts; what would the cost be for such facilities; the opinion that users of sand volleyball courts and pickle ball courts will eventually want lighting for nighttime use; and the opinion such facilities will require ongoing maintenance costs regardless of use.

Nothing further

5. Update Report on Facility Reservations, Event Registrations, and Ongoing and Long-Term Maintenance Costs for Parks and Trail Facilities (Ward – All)

The Committee was advised to review the attached memorandum and contact Assistant Director of Planning and Parks Arnett with questions.

6. Update on Parks and Recreation Action Plan (Ward – All)

The Committee was advised to review the attached memorandum and contact Superintendent of Parks and Recreation Crews with questions.

A motion was made by Council Member McCune, seconded by Council Member Dodwell, to extend the meeting past 8:30 p.m. A voice vote was taken to approve the motion, with unanimous, affirmative result. The motion was declared approved by Chair McCutchen.

c.) Executive Session Matters – No Items for Consideration

A motion was made by Council Member McCune, seconded by Council Member Remy, to enter into Executive Session with regard to the lease, sale, or purchase of real estate (RSMO 610.021 (2)).

A roll call vote was taken, with the following results:

Ayes: Council Members Gragnani, Remy, Dodwell, Bopp, McCune, Garritano, and Chair McCutchen.

Nays: None

Absent: None

The motion was declared approved by Chair McCutchen.

Time: 8:26 p.m.

A motion was made by Council Member Dodwell, seconded by Council Member McCune, to adjourn the Executive Session with regard to the lease, sale, or purchase of real estate (RSMO 610.021 (2)).

A roll call vote was taken, with the following results:

Ayes: Council Members Gragnani, Remy, Dodwell, Bopp, McCune, Garritano, and Chair McCutchen.

Nays: None

Absent: None

The motion was declared approved by Chair McCutchen.

Time: 9:01 p.m.

VI. Not Ready for Action – Planning and Parks Matters – Four (4) Items

Nothing ready for discussion

VII. Other Matters

It should be noted, before going into Closed Session, the following item was discussed that was meant to be addressed in this section:

In the past, before the start of the *Music on Main Concerts*, the Mayor has introduced the bands and addressed those individuals in attendance. At the first concert of the 2019 Music on Main Series, the Mayor was not available and an attending Council Person introduced the band. This action prompted discussion on the fact that there was not a policy available that would determine who might introduce the band in the absence of the Mayor.

Discussion among Committee Members included the following: the opinion a policy is needed guiding staff as to who introduces the band in the event the Mayor is not available; the suggestion to have members of the Planning and Parks Committee introduce the band in the absence of the Mayor; in the absence of the Mayor, the individual that introduces the band should be given appropriate information in advance; the opinion the introduction of the band, before the concert starts, provides a great opportunity to promote the community; and the suggestion that selected residents should be chosen to introduce the bands.

A motion was made by Council Member Remy, seconded by Council Member Gragnani, for the Department to research/prepare a draft policy for the introduction of musical entertainment at the Music on Main Concert Series or other special events by City officials. Include in the draft policy an option to select individuals from the overall community to introduce the musical entertainment and/or make announcements. A voice vote was taken to approve the motion, with unanimous, affirmative result. The motion was declared approved by Chair McCutchen.

VIII. Closing Remarks and Adjournment.

Director of Planning and Parks Vujnich and Chair McCutchen summarized the evening's meeting and **a motion was made by Council Member McCune, seconded by Council Member Dodwell, to adjourn. A voice vote was taken to approve the motion, with unanimous, affirmative result, and it was declared approved by Chair McCutchen at 9:03 p.m.**