

**City of Wildwood**  
**Council Planning/Parks Committee**  
**“Planning Tomorrow Today”**  
*Minutes from the*  
*July 19, 2022 Meeting*

The Council Planning/Parks Committee meeting was called to order by Chair Bartoni, at 6:30 p.m., on July 19, 2022, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri, in virtual format (Zoom Webinar).

**I. Welcome and Roll Call:**

The roll call was taken, with the following results:

PRESENT – (6)

Council Member Clark  
Council Member Farmer  
Council Member Ottenberg  
Council Member Rambaud  
Council Member McCutchen  
Council Member Bartoni

ABSENT – (2)

Council Member Gillani  
Council Member Flaschar

Other City Officials present:

Steve Cross, City Administrator  
Melanie Rippetoe, Assistant Director of Planning and Parks  
Joe Vujnich, Director of Planning and Parks

**II. Approval of Minutes from the Committee’s Meeting of June 21, 2022**

**A motion was made by Council Member Farmer, seconded by Council Member Clark, to approve the meeting minutes of June 21, 2022, A voice vote was taken to regarding the motion. The motion was declared approved by Chair Bartoni by a vote of 6-0, with one (1) abstention (Ottenberg).**

**III. Public Input (opportunity for the public to speak to any Action Item on Tonight’s Agenda).**

No members of the public wished to address the Committee at tonight’s meeting.

**IV. Action Items**

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

### **1.) Further Definition of the Hometown Heroes Banner Program and its Components (Wards – All)**

Assistant Director Rippetoe provided an overview of the Hometown Heroes Banner Program and the Committee's previous discussions regarding such. She then summarized the Department's additional research, with accompanying recommendations, including the following items: the utilization of a service to design and prepare the banners with participant photographs and information; the cost estimates for the initial installation, as well as for subsequent years; the recommended cost to participants; the consideration of offering sponsorship banners, with associated donation amount; and recommended display location and timeframes. Assistant Director Rippetoe stated the Department is seeking the Committee's endorsement of its recommendations, as outlined in its Memorandum.

Discussion was held among Committee Members regarding the cost to participants versus the City's obligation; clarification regarding the use of sponsorships and the preference to not include them on the banners honoring the service members; and the consideration of providing a discount to multiple participants who are in the same family.

**A motion by Council Member Ottenberg, seconded by Council Member Farmer, to endorse the Department's recommendations, as outlined in its Memorandum, and forward such to City Council for its consideration and action. A voice vote was taken to approve the motion, with affirmative result. The motion was declared approved by Chair Bartoni.**

### **2.) Preservation of the Dwelling Located at 18410 St. Albans Road via the "Historic" Land Use Category of the Master Plan (Ward One)**

Director Vujnich provided an overview of the City's Historic Preservation Commission's recent site visit to the referenced property, as part of a request for the demolition of a grouping historic structures and buildings located there. He stated the Commission was supportive of the demolition of the accessory structures, given their conditions, but expressed substantial concern regarding the demolition of the historic dwelling on the property. Director Vujnich then described the discussion of the Commission and the City's potential role in preserving the asset, which would include the consideration of the application of the City's Historic Land Use Category of its Master Plan. He stated the application of this land use category had been unsuccessful twice in the past, which led the Department to have this matter before the Committee for discussion, thereby seeking its input and direction in potentially pursuing such at this location, prior to offering such an approach to the property owner in an attempt to preserve this historic dwelling.

Discussion was held among Committee Members regarding the historical significance of the structure, as well as prior owner; the unique architecture association with the structure; which land use allowances might be considered in the application of the City's Historic Land Use Category and associated requirements under a planned district, if ultimately supported; and general consensus an effort should be made to preserve the home, via the City's Historic Land Use Category

**A motion by Council Member Clark, seconded by Council Member Rambaud, to support the Department engaging the property owner regarding the consideration of applying the City's Historic Land Use Category, in an effort to preserve the subject dwelling. A voice vote was taken to approve the motion, with affirmative result. The motion was declared approved by Chair Bartoni.**

### **3.) Overview of Recent Development Trends within City of Wildwood (Wards - All)**

Director Vujnich stated this item is for informational purposes and the Department is available to address any questions the Committee Members might have on this summary.

Discussion was held among Committee Members regarding the observation that there are three (3) types of work that receive Zoning Authorization from the City (i.e., interior finishes, retaining walls, and decks) and how the Department might manage those items, namely permitting software. City Administrator Cross provided a status update on the sales trailer associated with the delayed Prime Place project, at the request of the Committee.

### **b.) Parks Matters – Five(5) Items Ready for Consideration**

#### **1.) Consideration of Two (2) Applications of Event Partnership Agreements (Wards One, Five, Six, and Eight)**

Director Vujnich stated two (2) organization have submitted Event Partnership Agreements for upcoming activities at City owned facilities. He stated neither event will require any additional support from the City and do not conflict with any Wildwood sponsored activity in any substantial way. Director Vujnich stated the Department is recommending the Committee support the two (2) applications. Director Vujnich then noted the organizer of another event is hoping to hold a fundraiser at Community Park in late August, but is not at a planning stage to have the Event Partnership Agreement prepared in time for review by the Committee. He stated the Department is also seeking the Committee's support to present that agreement, if it is ultimately submitted, directly to the City Council, given the schedule of the meetings.

No discussion was held among Committee Members.

**A motion by Council Member Farmer, seconded by Council Member Clark, to approve the Department's recommendation to accept the two (2) Event Partnership Agreements, as well as support the approach of presenting the third agreement directly to City Council, if needed. A voice vote was taken to approve the motion, with affirmative result. The motion was declared approved by Chair Bartoni.**

## **2.) Inclusion of Disc Golf at Glencoe City Park (Ward Six)**

Director Vujnich stated the Department has received an increased number of contacts expressing interest in offering a disc golf opportunity at a park within Wildwood. He noted the Committee had previously considered adding this activity at Glencoe City Park a number of years ago, but did not ultimately proceed. Director Vujnich stated the Department has provided the plan sheets that were prepared at that time and is seeking the Committee's direction at tonight's meeting regarding installing three (3) disc golf holes, based on the prepared plans.

Discussion was held among Committee Members regarding this improvement not currently being included in the City Council's Strategic Plan; concern regarding damage that may occur to the park property, if this course is installed; and the general support of offering a new recreation opportunity in Glencoe City Park.

**A motion by Council Member Farmer, seconded by Council Member McCutchen, to direct the Department to prepare the cost estimates for a three (3) hole disc golf course within Glencoe City Park, to be presented to the Committee at its next meeting. A voice vote was taken to approve the motion, with affirmative result. The motion was declared approved by Chair Bartoni.**

## **3.) Explanation of Construction Timelines for Bluff View Park Project – Old State Road (Ward Six)**

Director Vujnich provided an update on the construction schedule for the improvements at Bluff View Park, noting such would begin in late July. Director Vujnich advised the Commission the accepted bid for the shade structures unfortunately has a lead time that will not have them delivered until the end of 2022. Director Vujnich stated another, expedited, option was offered by the contractor that could be installed much sooner, but at an additional cost of \$40,000.00. Director Vujnich stated the Department is advising the Committee of its decision to proceed with the shade structures that have a longer lead time for installation, but, at a substantially lower cost, and requesting direction if this approach is acceptable.

Committee Members concurred with the Department's approach in this regard. No action was requested or needed regarding this update item.

#### **4.) Update on In-Person and Virtual Recreation Programs (Wards - All)**

The Committee was asked to review the attached Memorandum concerning *Updates on the In-Person and Virtual Recreation Programs* and present any questions the Members might have upon this information.

Director Vujnich advised this item was only an update and no action was needed.

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

The Committee was asked to review the attached Memorandum concerning *Updates on Facility Reservations, Event Registrations, and Ongoing and Long-Term Maintenance Costs for Parks and Trail Facilities* and present any questions Members might have upon this information.

#### **c.) Executive Session Pursuant to RSMO 610.021 (2) – No Items for Consideration**

#### **V. Not Ready for Action – Parks and Planning Matters – Seven (7) Items**

No discussion.

#### **V. Other Matters – One (1) Item for Consideration**

##### **a.) Return to In-Person/Hybrid Meeting Type for the Committee (Wards – All)**

Discussion was held among Committee Members regarding the meeting format moving forward, which resulted in Chair Bartoni stating Planning and Parks Committee meetings will be held in-person, with a hybrid Zoom option, starting in August 2022.

Discussion was also held regarding the following items: a code enforcement issue near the Al Foster Memorial Trailhead; the replacement of stolen fence sections along the Wildwood Greenway Corridor; and an update on discussions regarding access control at the Birch Forest Drive Turnaround area.

#### **VII. Closing Remarks and Adjournment:**

**A motion by Council Member Farmer, seconded by Council Member Ottenberg, to adjourn. A voice vote was taken regarding the motion, with unanimous, affirmative result, and it was declared approved by Chair Bartoni at 7:40 p.m.**