

City of Wildwood
Council Planning/Parks Committee
"Planning Tomorrow Today"
*Minutes from the
August 15, 2023 Meeting*

The Council Planning/Parks Committee meeting was called to order by Acting Chair Bartoni, at 6:30 p.m., on August 15, 2023, in the City Council Chambers, 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 Clark (via zoom)
Council Member Ottenberg
Council Member Marshall
Council Member Gillani (via Zoom)
Council Member Rambaud
Council Member Dodwell
Council Member Bartoni

ABSENT – (1)

Council Member Flaschar

Other City Officials present:

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 July 18, 2023

A motion was made by Council Member Marshall, seconded by Council Member Dodwell, to approve the meeting minutes of July 18, 2023. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Bartoni by a vote of 7-0.

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

Council Member McCutchen was in attendance in her capacity as an ex-officio member of the Committee and provided comments regarding certain agenda items.

IV. Action Items

a.) Planning Matters – Four (4) Items Ready for Consideration

New Business – Two (2) Items

1.) Noise Mitigation Pilot Program (Wards – All)

Director Vujnich presented the Committee with recommendations from Dr. Thunder's sound analysis and solutions proposed for certain subdivisions to mitigate the noise problems from the arterial roadways. Consultants recommended some practical solutions, while others are near impossible. Practical solutions include planting new trees along the roadway and speed reductions on the streets, while increasing the buffer from the highways is not possible with existing developments. There is the added psychological benefit of increasing the greenspace and number of trees, which would unconsciously make the noise seem less invasive to the homeowners. It is also recommended that future developers take the sound issue into account when considering their sites' developments. Homes can use higher quality materials to decrease noise. The position of the home can play a factor in the noise as well, whereas larger homes closer to the road may provide a buffer to the homes further away from the roadways, or positioning the side of them with less windows towards the roadways. The Department is looking for feedback on these recommendations.

Discussion was held among Committee Members regarding the high cost and aesthetics of sound walls; training the public on simple noise mitigation; increased noise in the vicinity of the roundabouts; tree preservation in relation to the Crestview development; preparing a comprehensive sound plan which will be provided to future developers; and comparing sound studies on Route 109 and Highway BA, taken before and after the future roundabouts.

No action was required at this time.

2.) Tree Preservation and Restoration Code's Landscape Manual-Sustainable Plantings Guide (Wards – All)

Director Vujnich presented the Committee with issues relative to the new approved regulations regarding the Tree Preservation and Restoration Code's Landscape Manual and Sustainable Plantings Guide. The Department would like to acquire outside consultant bids for updating both of these documents, including more visuals and photographs. This comprehensive manual will be helpful, as more developments move into Town Center.

Discussion was held among Committee Members regarding the desire to create a subcommittee to assist the consultant team with the updates of said manual.

A motion by Council Member Dodwell, seconded by Council Member Marshall, allowing the Department to obtain consultant bids for updating the manual and guide while also creating a subcommittee to assist with these updates. A voice vote was taken regarding the motion. The motion was declared approved by Acting Chair Bartoni by a vote of 7-0.

Old Business – Two (2) Items

3.) Final Draft – Zoning Summary Sheet (Wards – All)

Director Vujnich shared a final draft of the comprehensive summary, which can be created regarding individual projects and developments in relation to any City land use action. The Committee favored a summary such as provided at the previous meeting for proposed development projects. The chart provides a summary of key points of the development proposal, including desired zoning changes, density allowances, and requested use of the site. The Department is looking for approval to present this final draft to City Council.

There was minimal discussion among Committee Members, which included the proper usage of “/” or “per”.

A motion was made by Council Member Otttenberg, seconded by Council Member Rambaud, to endorse presenting this final draft chart to the City Council, with the possibility of creating a summary for all upcoming development proposals. A voice vote was taken and declared approved by Acting Chair Bartoni, by a vote of 7-0.

4.) Recent Development Trends within City of Wildwood (Wards - All)

No discussion was held regarding this update item.

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

Old Business – Two (2) Items

1.) Gateway Off-Road Cyclists’ (GORC) Sign Request in Bluff View Park (Ward Six)

Director Vujnich presented the Committee with the location and components of the requested Gateway Off-Road Cyclists’ (GORC) information sign to be installed in Bluffview Park. The plans showed two (2) different height concepts for the sign and the Department would like the Committee to make a motion to proceed with the designs, pending GORC’s approval.

Discussion was held among Committee Members regarding the materials used for the sign and their positive attributes; the preference of the higher height concept; including local historical information on the sign, and a possible QR code nearby for further information; inclusion of braille; and the possible division of cost between GORC and the City.

A motion was made by Council Member Otttenberg, seconded by Council Member Rambaud, to approve the design of GORC's requested informational sign at Bluffview's trailhead. A voice vote was taken and declared approved by Acting Chair Bartoni, by a vote of 7-0.

2.) Winterizing Restrooms at Green Pines Park (Ward Five)

As discussed in previous meetings, there has been a request for year-round restroom facilities at Green Pines Park. Due to those discussions and the initial bid amount, the Department has obtained alternative bids, which now include the Anniversary Park and Al Foster Memorial Trailhead facilities, while also heating the actual bathroom, not just the utility closets. Assistant Director Rippetoe presented the Committee with these bid results, noting the contractors included pricing for heating the whole facility and just the utility closets. Authorized Electric, which is one of the City's preferred contractors, offered the most competitive pricing. The Department would like the Committee's approval to present to City Council, heating only the utility closets at those facilities and using Authorized Electric as the contractor.

Discussion was held among Committee Members regarding the proposed price and possibility to do all three utility closets; considering the decreased expense of port-a-johns at Al Foster Memorial Trailhead, when thinking about overall cost; and reiterating the actual restroom will still be cold, but would remain functional throughout the year because the pipes would not freeze.

A motion was made by Council Member Dodwell, seconded by Council Member Rambaud, to approve the heating of all three utility closets and presenting the project to City Council. A voice vote was taken and declared approved by Acting Chair Bartoni, by a vote of 7-0.

New Business – Four (4) Items

3.) Old Pond School Maintenance Bids – Painting, Trim Repairs, and Others (Ward One)

Assistant Director Rippetoe presented the Committee Members with background information on the state of Old Pond School and applicable repairs and improvements proposed to it. Old Pond School is listed on state and federal historical registries. The building is missing some trim and the fascia needs to be painted. There is an issue inside the building relative to one (1) window and frame, but it was not part of the bidding process. The Department procured three (3) bids, which ranged from eight thousand nine hundred ninety dollars (\$8,990) to sixteen thousand dollars (\$16,000). The Department would like to utilize Five Star Painting, which came in as the lowest bid by a small margin.

Discussion was held among Committee Members regarding the proper historical aesthetics of the building; lack of previous experience with this contractor, which would require contacting its references; and the need for fixing the window, separate from the painting project.

A motion was made by Council Member Ottenberg, seconded by Council Member Dodwell, to present the proposal from Five Star Painting to City Council. A voice vote was taken and declared approved by Acting Chair Bartoni, by a vote of 7-0.

4.) Disc Golf Course Process for Glencoe City Park (Ward Six)

Director Vujnich presented the Committee with updated information regarding the Disc Golf Course, which was being considered in Glencoe City Park. In 2023 budgeting discussions, the cost of a proposed disc golf course was concerning. Twenty thousand dollars (\$20,000) was set aside with the 2023 budget. The initial design was rather expensive, so there have been some design modifications to decrease cost. The Department would like to proceed with bidding for the project, which the Department would then present to the Committee.

No discussion was held regarding this item.

A motion was made by Council Member Dodwell, seconded by Council Member Marshall, to move forward with collecting bids for the proposed disc golf course to be located at Glencoe City Park. A voice vote was taken and declared approved by Acting Chair Bartoni, by a vote of 7-0.

5.) 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 ask any questions the members might have regarding this information.

No discussion was held regarding this update item.

6.) 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 the In-Person and Virtual Recreation Programs* and ask any questions the members might have regarding this information.

No action was required for this update item.

VI. Not Ready for Action – Parks and Planning Matters – Eleven (11) Items

Committee Members asked for an update regarding the Poërtner Park dwelling regarding the remediation or demolition of the property due to its extensive mold problem. The Department hired an environmental hygienist to create a comprehensive analysis of the mold inside of the home, which allows prospective bids to be consistent. The project will be costly regardless of the chosen route.

VII. Other Matters – One (1) Item for Consideration

1.) Removal of Dated Items from “Not Ready for Action” Section of Agenda (Wards – All)

Director Vujnich requested that the Committee allow four (4) items to be removed from the “Not Ready for Action” section of the agenda. These items have been excluded from action due to high cost or project completion. Director Vujnich advised the Committee that any of these items may be returned to the list, if ever deemed necessary.

A motion was made by Council Member Rambaud, seconded by Council Member Ottenberg, to remove said items from the “Not Ready for Action” section of the agenda. A voice vote was taken and declared approved by Acting Chair Bartoni, with a vote of 7-0.

VIII. Closing Remarks and Adjournment:

A motion by Council Member Rambaud, 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 Acting Chair Bartoni at 7:59 p.m.