

## VILLAGE OF WESLEY CHAPEL PARKS & REC MINUTES

June 20, 2011 - 7:00 PM

Wesley Chapel Town Hall

4107 New Town Road, Wesley Chapel, NC 28173

**Committee Members Present:** Julie Brown, Marnie Holland, John Lepke, Regina Hilbert, Patricia Utley, Alternate member Elaine Rossof, Kim Bayhah

**Non-Committee Members Present:** Council Member Sondra Bradford (via conference call) and Resident Carol Mullis

John Lepke called the session to order at 7:09 PM.

### 1. ADDITIONS, DELETIONS, AND / OR ADOPTION OF AGENDA

Adopted as written.

### 2. PUBLIC COMMENTS

Deferred to be included for discussion under agenda item #6

### 3. APPROVE MINUTES FROM October 18, 2010 and May 16, 2011.

All past minutes reviewed were approved

### 4. REVIEW AND DISCUSSION OF AMENITY PRIORITIES (ESP. PHASE II)

- Amenities list reviewed. Some consideration can be given to lower cost items and possibly move them up in priority.
- Amenities prioritized according to citizens request during the survey process
- Walking trails – can they be done in phases. Paved and unpaved
- Picnic shelters – each to have a trash can
- Larger shelter moved to the top of Phase II list. Followed by paved walking trails
- Amphitheater remains at #3
- Unpaved trails at #4
- Small shelters at #5
- ADA restrooms can be done as long as there is no access to the rest of the house

### 5. DISCUSSION OF RFP PROCESS, SELECTION CRITERIA FOR CUP, DETAILED DESIGN AND CONSTRUCTION MANAGEMENT

- RFP for 10 ft wide trails – discussion on whether that will be too wide and group suggested 8 ft as an alternative
- Minimum grading - Sondra to clarify what it means.
- Selection criteria discussed. Concern that it must be measurable otherwise may have to take the lowest bid
- Costs will be taken into consideration in the selections criteria
- Recommend that submission guidelines be included
  - Sealed bid process
  - Top page with a summary
  - All bids to be open at the same time
  - If bids qualify, the pricing envelope will be opened separately

- Establish a deadline for receiving bids
- Establish date for unsealing bids
- Identify primary contact for bid (Sondra Bradford)

## **6. DISCUSSION OF RFP PROCESS, SELECTION CRITERIA FOR SECURITY LIGHTING and AUTOMATIC GATE**

John to create scope of work for security lighting

- Including hours of operation
- Ability to operate after hours
- If lights come on, then hopefully someone will call 911
- Bids can either be solicited or advertised
- Proposal can also go on website
- **Deferred public comments** – per Carol:
  - The tenant currently in house has requested to stay beyond the June closing for potentially an additional 30 days.
  - Recommended the security to be implemented after tenant leaves premise

## **7. DISCUSSION REGARDING PURCHASE OF 'JON BOAT' TO FACILITATE POND MAINTENANCE ACTIVITIES**

- Beavers have damaged pond drain (wire gate over spill way)
- Drain pipe needs to be cleaned out
- Recommendation a "Jon" boat be purchase for maintenance of drain pipe and other pond maintenance
- Preliminary estimates for boat, oars, & 2 life vests approx. 1000.00
- Recommended that quality vests be purchased
- Possibly contact the scholastic anglers for short term equipment loan

## **8. DISCUSSION OF INSURANCE STATUS OF DOGWOOD BUILDING AND POSSIBLE HAIL DAMAGE TO ROOF DURING APRIL STORM**

- Cheryl is requesting an insurance inspection for the roof of the Dogwood building as a result of the 4.9.11 hail storm
- Policy includes a 500.00 deductible
- A roofer will need to accompany the insurance adjuster
- Sondra to follow up with council

## **9. OTHER BUSINESS**

- Lightening detector discussed
  - Similar to IVAN at WCWCA
  - Dog wood should be able to hear IVAN
- Water supply: Dogwood house is on well water
  - Recommend testing be done on well or else signs posted that water has not been tested.
  - Union county to test or do it periodically
  - Follow up to clean water act

- Comprehensive testing can cost up to 10k
- Area is very agricultural and chemicals used 20 years ago can be persistent in environment
- Recommend restrooms and drinking water come from public water and well water used for irrigation
- Par tiff grant has been signed
- Partners in Parks: If citizens want to form their own group it is accepted
  - Separate 501c3 entity
  - Fund raising can be done independently, but council will need to be involved
- Park introduction event
  - Need a limited use permit
  - Port a potties will be needed
  - Possible traffic officer to assist with pedestrians crossing 84
  - Contact South Brook church for permission to use parking lot
  - Suggest rope to follow for walking path
  - Next step – Kim to reach out to Joshua regarding limited use permit.

#### 10 ADJOURNMENTS

- John adjourned meeting at 8:54 pm.

*Sam Leyke.*