

VILLAGE OF WESLEY CHAPEL  
COUNCIL MEETING MINUTES  
WESLEY CHAPEL UNITED METHODIST CHURCH  
120 Potter Road, Wesley Chapel, NC 28110  
September 20, 2011 – 7:00 P. M.

The Village Council of Wesley Chapel, North Carolina, met in the Fellowship Hall of Wesley Chapel United Methodist Church at 120 Potter Road South, Wesley Chapel, North Carolina.

**Present:** Mayor Horvath; Mayor Pro-tem Bradford; Council Members Ormiston, Brotton and Hess

**Others Present:**

Village Clerk/Finance Officer: Cheryl Bennett; Planning and Zoning Administrator Joshua Langen

Concerned citizens: Carol Mullis, Frank DeLoache, Julie Brown

Meeting was called to order at 7:00 PM and a quorum was present.

1. PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Horvath led the Pledge of Allegiance and gave the invocation.

2. ADDITIONS, DELETIONS, AND / OR ADOPTION OF AGENDA

Brotton made a motion to adopt the agenda with these changes; Bradford seconded the motion.

The motion passed unanimously.

3. INTERVIEWS WITH QUALIFIED RESPONDENTS FOR DOGWOOD PARK DESIGN

Jon Wood from Haden Stanziale made a presentation on proposed staff, scope of work and outlined the tasks involved. If the BOA review can be sped up, hopefully we can open in fall 2012. Ormiston asked which is most cost effective for bathrooms; Mr. Wood said the architect's recommendation is the house, but we can bid pre-fab bathrooms as an alternate. Brotton asked about unique challenges; Wood said fitting the facilities in with the topography and making them look like they belong, and working out parking. Langen asked about a sewer pump and related costs; Wood said they do pump stations all the time and you do have to coordinate with Union County Public Works regarding the trail and sewer easements. Langen asked about the bicycle trail, it will probably be adjusted when they get out on site. Langen asked about the driveway and needing retaining walls and culverts, Jon Wood said we have some rock on site we can re-use, and may have some culverts.

Teresa Hawkins and her team of engineer Jeff Orsborn, Debra Glennon and Mary Isaacs presented next. They will use the master plan and add items to increase the

sustainability. They had worked on a similar park and had ideas on future park amenities, and noted the “Sustainable Site Designation” goes into effect next year, and this could be the first park to earn that title. She showed examples of parks they worked on, including five spray-ground parks and a variety of others.

Ormiston asked what the sustainability certification gets us; Hawkins said it is recognition and good advertising for the village, as well as bragging rights. Hess asked about experience with PARTF; Hawkins said she had experience with Mint Hill and also another grant. It involves a lot of paperwork, but you just keep organized and in touch with the individuals in charge. Ormiston asked about restrooms; architect Mary Isaacs said she had done a lot of toilet renovations, she would look at the facilities and options, and had reviewed the report on the house; it may be cheaper in the house but it may limit your alternatives, you would also look at the best location. The house being two stories may limit its use, but it needs to be evaluated. Brotton asked about unique challenges; Ms. Hawkins said identification of wetlands and the impact on them, but she expects a low impact design, dam - we need to get some geo-tech work done, and the extension of water and sewer either by gravity or pump stations. Langen asked about the driveway, Jeff Orsborn said the budget should accommodate it, they only excluded roadway modifications. Hawkins said she would meet with DOT upfront. Langen asked about the bicycle trail; Orsborn said the lines in the drawing are close, Debra Glennon said this is your blueprint, things will be tweaked. Hawkins said they will go out and stake the trail and will work to preserve heritage trees.

Gary Wirth presented next; he has done over sixty parks; and brought his engineer Jeff Orsborn. They brought TK Browne Construction on board to review drawings and construction sequencing and will know the maximum cost ahead of time. Gary Wirth will be the point of contact. The finished project should be open next fall. He has experience with CUPs and PARTF; he did a similar park in Yadkinville. He will have a wetlands specialist to handle permitting and the wetlands also give you educational opportunities. Wirth reviewed the survey and geo-tech work; and confirmed availability of utilities with Mike Garbark at the County. Luttmann Design is on his team, he did design work for the Dogwood house. Wirth is finishing two large parks very soon. He knows Vonda Martin at PARTF, and worked with her on the Yadkinville Park. He has a good track record on budgets and experience with volunteer groups. Brotton asked about unique challenges; Wirth said they are the dam itself with trees growing on the embankment (the dam is not in his cost estimate), he came up with a unique solution at a Randolph road dam; there are some wetlands which should not be a problem. He said his services are all included in the prices given us. Ormiston asked about restrooms, Wirth said the house will be a bigger project than the restrooms, we have to address the change of use, and it needs to be evaluated and bid as an alternate. It is a good time to bid and you can add some alternates in case bids come in low. Langen asked about sewer, Wirth said he can work with pump systems, also the existing well needs to be evaluated. Langen asked about the driveway; Wirth said geo-tech work showed one of the shallowest points to stone was there, recommendations will be made early on and they will deal with

it. Also ingress and egress of Lester Davis should be considered, he has seen DOT change their mind before. Langen asked about the trails; Wirth noted this is a preliminary design, they would walk the site completely and make sure it is buildable and ADA accessible. Bradford asked how many PARTF or other grant projects they have done; Wirth replied at least 12 or 18.

4. PARKS AND REC RECOMMENDATION AND POSSIBLE SELECTION OF DOGWOOD PARK DESIGNER

Bradford said Parks and Rec recommended Gary Wirth; they liked his experience, creativity, his personality, having a contractor as part of the team and his pricing. Bradford made a motion to select Wirth for the park. Hess seconded the motion. The motion and second were withdrawn.

Bradford made a motion to begin negotiations with Wirth & Associates for the park design and construction administration. Hess seconded the motion.

The motion passed unanimously.

Bradford said if we can't come to agreement, Parks and Rec ranked Haden Stanziale second; the main consideration was the price difference, and they felt Haden Stanziale had more experience in the grant area. Brotton made a motion that if the negotiations fail with their first choice they move to Haden Stanziale second and Teresa Hawkins third. Hess seconded the motion. Ormiston said she felt Hawkins had a cool artsy approach and do have experience, if you go with Haden Stanziale you will lose amenities due to costs. Hess said if they don't budge on price they should be off.

The motion passed unanimously.

5. PARKS AND REC FINANCES DISCUSSION AND TIMELINE

Bradford presented a new fiscal timeline from John Lepke. Hess felt it was more reasonable i.e. it is not a lump sum payment for construction. Bradford noted Council won't approve the contract with Wirth until October 10, 2011, and the School of Government said you can set up a receivable for the grant. Mayor Horvath noted that is not cash in the bank. Ormiston said her concern is that there will not be funds available when the town hall is ready to build. Mayor Horvath said if PARTF funds are held up we might have to hold up on the construction phase of the park. Bradford will submit for the water based grant reimbursement in the next few days, she was unsure of the amount. Brotton said he didn't see the cash flow as a huge issue. Bennett noted PARTF will hold up on the last \$50,000 until the park is complete, and they won't do a reimbursement of \$15,000, requests must be at least 5% of the grant or \$25,000.

6. CALL FOR PUBLIC HEARING ON CHANGES TO SUBDIVISION ORDINANCE (Section 411 Homeowners' Associations; Section 405 Road Standards and Buffering along Thoroughfares) AND ZONING ORDINANCES (Article 2 Definitions of Graffiti and Subdivision; Article 4.7.3 Temporary Uses; Article 4.16 Applicability of Planned Right-of-Way, and Article 4.17 Graffiti; Article 6.13 Transportation Impact Analysis; Article 10.3 Zoning Permit)

Brotton made a motion to call for a public hearing on October 10, 2011 for these amendments. Bradford seconded the motion.

The motion passed unanimously.

7. FALL HERITAGE FESTIVAL COMMITTEE UPDATE INCLUDING
  - GRAND MARSHALL ANNOUNCEMENT
  - FINAL REVIEW AND POSSIBLE APPROVAL OF ANY OUTSTANDING ITEMS

The grand marshal will be Roseanne Bateman, long time principal at Wesley Chapel Elementary School. Up front payments are needed for half of the tent and tables, and Twisted Entertainment.

8. TOWN HALL BUILDING COMMITTEE UPDATE

Brotton said a ballpark figure is we would need 4500 cubic yards of fill and it would cost about \$7 per yard to haul and place it, to bring the land up to 615 feet.

9. PARKS AND REC COMMITTEE UPDATE

- REVIEW AND POSSIBLE APPROVAL OF INITIAL SECURITY PROPOSAL
- STATUS OF PURCHASE ON REMAINING SIX ACRES OF DOGWOOD PARK

Bradford said they did not have a quorum last night so Parks and Rec didn't have a security proposal. Vonda Martin is reviewing the grant amendment to take the house out. Mayor Horvath talked to the attorney, and we should close next week on the six acres. Bennett reported on what was left in the house, and that Mr. Johnston still has a set of keys.

10. REVIEW AND POSSIBLE APPROVAL OF FINANCE POLICY DISCUSSED AT SEPTEMBER 12<sup>TH</sup> COUNCIL MEETING

Mayor Horvath had Bennett look at how far expenditures exceed revenues in the beginning of the fiscal year; it has gone as high as \$55,000 which is about 10% of budget. Bennett recommended we use 30%. Ormiston noted the state requires 8%, but actual averages are much higher. Hess made a motion to approve a 25% minimum fund balance policy. Ormiston seconded the motion.

The motion passed unanimously.

The approved policy is as follows:

The Village of Wesley Chapel has also adopted a minimum fund balance policy for the general fund which instructs management to conduct the business of the Village in such a manner that available fund balance is at least equal to or greater than 25% of budgeted expenditures. Any portion of the general fund balance in excess of 25% of budgeted expenditures may be appropriated for one-time expenditures and may not be used for any purpose that would obligate the Village in a future budget.

11. REVIEW FINAL DRAFT OF FALL NEWSLETTER; DISCUSS AND CONSIDER APPROVAL OF ADVERTISEMENT FEES

Ormiston said Waxhaw charges \$17 for business card ad, \$35 for a double, \$60 for a quarter page, and \$100 for a half page. We can offer to businesses that they sponsor the newsletter at printing costs, and Hess offered to print if they will pick up the price of mailing. Brotton made a motion that failing a way to print and mail out the newsletter by donations, the maximum budget be \$2,000. Bradford seconded the motion.

The motion passed unanimously.

Bradford made a motion to table Items 12-15 to the next meeting. Brotton seconded the motion.

The motion passed unanimously.

12. BEGIN DISCUSSION OF COMPONENTS OF DOWNTOWN RESOLUTION USING APPROACH APPROVED SEPTEMBER 12<sup>TH</sup>, 2011; INITIAL FOCUS ON ITEMS #1 (DOWNTOWN DESIGNATION) AND #2 (PLANNED OR UNPLANNED DEVELOPMENT)

13. DISCUSSION AND POSSIBLE APPROVAL OF A STANDARD FOR MINUTES

14. DISCUSSION OF POSSIBLE VILLAGE WEBSITE ENHANCEMENTS

15. TOWN SEAL DISCUSSION

16. OTHER BUSINESS

Mayor Horvath said the date of the meeting with the County is set for November 2, 2011 at 6:30 here at the Church. Julie Brown said last night the Board of County Commissioners voted to keep the Sun Valley trash site open and re-evaluate the price.

17. COUNCIL COMMENTS - none

18. ADJOURNMENT

Bradford made a motion to adjourn; Brotton seconded the motion.

The motion passed unanimously.

The meeting was adjourned.

Respectfully submitted,

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Cheryl Bennett, Clerk

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Mayor Brad Horvath