

VILLAGE OF WESLEY CHAPEL
COUNCIL MEETING MINUTES
WESLEY CHAPEL UNITED METHODIST CHURCH
120 Potter Road, Wesley Chapel, NC 28110
February 11, 2013 – 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 Ormiston, Council Members Brotton, Plyler and Rosoff

Others Present:

Clerk/Finance Officer Cheryl Bennett; Planning/Zoning Admin. Joshua Langen; Attorney George Sistrunk

Citizens Present: Carol Mullis, Steven Herdegen, Julie Brown, Gayla Adams, and Charlie Bernstein

The 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 Mayor Pro Tem Ormiston gave the invocation.

2. PUBLIC COMMENTS - none

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

Item 5 e and Item 8 f were removed from the agenda, and an item was added on retention of email records. Mayor Pro Tem Ormiston made a motion to approve the agenda with these changes; Council Member Plyler seconded the motion.

The motion passed unanimously.

4. APPROVE MINUTES FOR COUNCIL MEETINGS JANUARY 14, 2013 AND COUNCIL MEETING JANUARY 22, 2013

Council Member Brotton made a motion to approve the January 14, 2013 and January 22, 2013 minutes. Mayor Pro Tem Ormiston seconded the motion.

The motion passed unanimously.

5. STAFF REPORTS

a. Review and approve January 31, 2013 financial reports

Finance Officer Bennett presented the January reports; she reported we received the \$5,000 contributions toward the deputy from Aston and JDH each; also the final payment on the water based resources grant was received in the amount of \$4,920.79. We received a contract from Bill Duston to facilitate the advance for \$935 which is within budget and a proposal from Centralina to conduct Planning Board training for \$273 plus the use of three member hours at the next Planning Board meeting, anyone is welcome to attend.

Per a Council request, Bennett will set up a separate account for the park’s legal fees. Mayor Pro Tem Ormiston made a motion to accept the January 31, 2013 financial reports; Council Member Rosoff seconded the motion.

The motion passed unanimously.

January 31, 2013 Balance Sheet

ASSETS

Current Assets

Checking/Savings

Fifth Third Bank Checking	20,375.04
Fifth Third Bank Money Market	960,111.64
Park Sterling Bank CD 7.03.13	249,624.66
BB&T Money Market	824,439.70
Petty Cash Fund	50.00
Total Checking/Savings	<u>2,054,601.04</u>
Misc. Fees Receivable	10,125.00
Total Accounts Receivable	<u>10,125.00</u>

Other Current Assets

Prepaid Exp.	850.00
Property Tax Rec.	2,981.00
Allow. for Doubtful Accounts	-1,077.00
Sales Taxes to be Received	
Total Sales Taxes to be Received	<u>124.33</u>

Total Other Current Assets	<u>2,878.33</u>
-----------------------------------	-----------------

Total Current Assets	2,067,604.37
-----------------------------	--------------

Fixed Assets

Land	729,029.00
House at Dogwood Park	411,169.00
Dogwood Park CIP	66,580.00
Town Hall- CIP	64,744.00
Office Equipment	8,749.00
Accumulated Deprec.	-26,994.98
Total Fixed Assets	<u>1,253,276.02</u>

TOTAL ASSETS	<u><u>3,320,880.39</u></u>
---------------------	----------------------------

LIABILITIES & FUND BALANCE

Liabilities

Current Liabilities

Escrow from Developers	45,076.00
Payroll Liabilities	2,917.96
Deferred Revenue	1,904.20

Total Liabilities	<u>49,898.16</u>
Fund Balance	
Fund Bal. inv. in Fixed Assets	1,253,276.02
Fund Balance Assigned for NNO	313.40
Fund Bal. non-spendable	66,632.75
Fund Bal. Committed for CIP	1,654,123.47
Fund Balance	-1,402,833.91
Excess of Rev. over Exp.	<u>1,699,470.50</u>
Total Fund Balance	<u>3,270,982.23</u>
TOTAL LIABILITIES & FUND BALANCE	<u><u>3,320,880.39</u></u>

January 2013 Budget Report

	<u>Jan 13</u>	<u>Jul '12 - Jan 13</u>	<u>YTD Budget</u>	<u>% of Budget</u>
General Fund				
Revenues				
Appropriated Fund Balance	0.00	353,699.00	353,699.00	100.0%
Fees and Licenses				
Newsletter/Deputy Sponsor	10,000.00	10,000.00	10,000.00	100.0%
National Night Out	0.00	60.00	100.00	60.0%
Cable Franchise (from Time Warn	0.00	8,189.00	12,000.00	68.24%
Engineering Fees Reimbursement	0.00	0.00	5,000.00	0.0%
Zoning Permit	700.00	5,945.00	6,000.00	99.08%
Privilege Licenses	31.43	26,737.37	26,000.00	102.84%
Privilege licenses late fees	0.00	90.06	0.00	100.0%
Annexation Exp Reimbursed	0.00	0.00	200.00	0.0%
Misc. Fees	<u>45.00</u>	<u>124.45</u>	<u>200.00</u>	<u>62.23%</u>
Total Fees and Licenses	10,776.43	51,145.88	59,500.00	85.96%
Interest Earned	435.47	1,867.82	2,500.00	74.71%
Property Tax Income				
Current Year Property Tax	26,993.81	125,802.21	139,244.00	90.35%
Delinquent Taxes	36.69	758.68	600.00	126.45%
Interest/Ad Fee on Taxes	6.30	120.09	350.00	34.31%
Utility Ad Valorem	90.21	90.21	1,404.00	6.43%
Vehicle Registration	1,005.61	5,381.35	8,971.00	59.99%
Prior Year Motor Vehicle Tax	12.63	328.73	0.00	100.0%
Late List fees on taxes	<u>5.63</u>	<u>39.58</u>	<u>0.00</u>	<u>100.0%</u>
Total Property Tax Income	28,150.88	132,520.85	150,569.00	88.01%

Revenue Sharing				
Alcoholic Beverage Tax	0.00	0.00	28,000.00	0.0%
Video Programming(State Cable)	0.00	27,925.62	95,000.00	29.4%
Excise Tax (Piped Natural Gas)	0.00	851.00	16,000.00	5.32%
Franchise Tax (Electric Power)	0.00	65,918.00	170,000.00	38.78%
Sales & Use Taxes	2,948.47	13,348.70	34,000.00	39.26%
Telecommunications Tax	0.00	2,845.00	12,000.00	23.71%
Total Revenue Sharing	<u>2,948.47</u>	<u>110,888.32</u>	<u>355,000.00</u>	<u>31.24%</u>
Total Revenues	<u>42,311.25</u> 42,311.25	<u>650,121.87</u> 650,121.87	<u>921,268.00</u> 921,268.00	<u>70.57%</u> 70.57%
Expense				
Transfer to CIP	0.00	342,700.00	342,700.00	100.0%
Operating Expenditures				
Contingency	0.00	0.00	24,850.00	0.0%
Advertising - Clerk	0.00	196.50	500.00	39.3%
Annexation Expense	0.00	0.00	300.00	0.0%
Annual Retreat	0.00	0.00	1,800.00	0.0%
Bank Charges	52.11	322.47	500.00	64.49%
Books & Literature	0.00	0.00	300.00	0.0%
Dues and Subscriptions	0.00	8,528.00	12,500.00	68.22%
Election Expense	0.00	1,360.50	2,000.00	68.03%
Electronic Commun.- Tel.website	243.71	2,205.67	3,600.00	61.27%
Insurance - Liability	0.00	9,993.19	10,000.00	99.93%
Insurance - Workmen's Comp	0.00	535.68	600.00	89.28%
Land Maintenance	0.00	0.00	1,000.00	0.0%
Town office Maint.	144.93	534.63	900.00	59.4%
Misc. town office	0.00	283.85	600.00	47.31%
Newsletter	0.00	0.00	3,000.00	0.0%
Office Equipment	0.00	0.00	1,200.00	0.0%
Office Expense	20.64	752.84	2,400.00	31.37%
Postage and Delivery	46.70	169.95	2,200.00	7.73%
Rent	1,400.00	9,800.00	16,800.00	58.33%
Seminars	0.00	0.00	2,525.00	0.0%
Tax Collection Fee	422.31	1,984.79	2,500.00	79.39%
Travel & Entertainment	219.75	1,155.50	5,240.00	22.05%
Utilities- Temp. Town Hall	319.96	1,118.66	2,400.00	46.61%
Youth Council Committee	0.00	70.54	1,100.00	6.41%
Total Operating Expenditures	<u>2,870.11</u>	<u>39,012.77</u>	<u>98,815.00</u>	<u>39.48%</u>

Gen. Govt. Salaries				
Admin. Assistant	637.50	4,692.50	10,920.00	42.97%
Allowance for Salary Adjustment	0.00	0.00	3,927.00	0.0%
Mayor	0.00	2,400.00	4,800.00	50.0%
Mayor Pro-tem	0.00	1,500.00	3,000.00	50.0%
Council Salary	0.00	3,600.00	7,200.00	50.0%
Clerk Salary	3,461.12	26,563.36	49,288.00	53.89%
Finance Officer Salary	848.08	6,360.60	11,025.00	57.69%
Payroll Taxes	693.60	5,884.49	11,000.00	53.5%
Payroll exp - Unemployment	0.00	0.00	1,000.00	0.0%
Fringe Benefits - Insurance	1,298.24	9,087.68	15,600.00	58.25%
Fringe Benefits - Retirement	890.57	3,775.33	7,700.00	49.03%
Total Gen. Govt. Salaries	7,829.11	63,863.96	125,460.00	50.9%
Planning & Zoning				
P/Z Admin. Salary	4,120.00	32,025.00	53,635.00	59.71%
Planning & Zoning Board Salary	0.00	1,386.00	4,032.00	34.38%
Advertising	0.00	154.22	450.00	34.27%
P/Z Office Expense	0.00	507.95	550.00	92.36%
P/Z Seminars	0.00	299.00	1,150.00	26.0%
P/Z Travel	75.48	1,457.26	2,950.00	49.4%
P/Z Dues,Subscriptions	0.00	360.00	360.00	100.0%
Total Planning & Zoning	4,195.48	36,189.43	63,127.00	57.33%
Professional Fees				
Audit Fees	0.00	5,750.00	5,750.00	100.0%
Engr. Consulting	1,837.50	9,972.35	18,000.00	55.4%
Legal Fees	1,790.00	6,851.16	20,000.00	34.26%
Total Professional Fees	3,627.50	22,573.51	43,750.00	51.6%
Capital Outlay	11,603.22	25,209.82	110,000.00	22.92%
Public Services / Safety				
Mat. & Supplies Public Safety	0.00	176.74	800.00	22.09%
Law Enforcement Services	0.00	58,040.25	77,387.00	75.0%
Total Public Services / Safety	0.00	58,216.99	78,187.00	74.46%
Parks & Recreation				
Parks & Recreation Personal Ser				
Park Maintenance Worker	0.00	0.00	2,520.00	0.0%
P & R Payroll Tax	0.00	0.00	181.00	0.0%
P&R Insur. Workers Comp	0.00	0.00	100.00	0.0%

P&R Prof Fee - Deputies	0.00	0.00	450.00	0.0%
P&R Prof Fees - Engr Fees	<u>1,000.00</u>	<u>11,700.00</u>	<u>12,700.00</u>	<u>92.13%</u>
Total Parks & Recreation Personal Ser	1,000.00	11,700.00	15,951.00	73.35%
Parks & Rec Supplies & Material				
Food and Provisions	0.00	152.30	300.00	50.77%
Janitorial Supplies	0.00	0.00	600.00	0.0%
Events Supplies	0.00	0.00	1,200.00	0.0%
Office Expense	0.00	0.00	0.00	0.0%
Stocking of Fish	0.00	0.00	3,000.00	0.0%
Pesticide Supplies	0.00	0.00	300.00	0.0%
Other Supplies and Materials	<u>175.92</u>	<u>459.60</u>	<u>360.00</u>	<u>127.67%</u>
Total Parks & Rec Supplies & Material	175.92	611.90	5,760.00	10.62%
Parks & Recreation Services				
Dues & Subscriptions	0.00	0.00	0.00	0.0%
Insurance- liability	0.00	2,000.00	2,000.00	100.0%
Event Services	0.00	0.00	1,000.00	0.0%
Maintenance/Grounds	0.00	403.00	4,000.00	10.08%
Tree Removal Services	0.00	2,000.00	2,000.00	100.0%
Pest Control	0.00	0.00	1,000.00	0.0%
Postage	0.00	0.00	500.00	0.0%
Printing	0.00	0.00	500.00	0.0%
Repairs to Structures	0.00	0.00	300.00	0.0%
Security	0.00	0.00	0.00	0.0%
Trash Collection	0.00	0.00	138.00	0.0%
Sanitation Contract (restrooms)	0.00	0.00	840.00	0.0%
Elec. Communication	0.00	0.00	840.00	0.0%
Water/Sewer	6.00	42.00	1,200.00	3.5%
Utilities-Elec.,Gas	<u>43.23</u>	<u>251.46</u>	<u>6,300.00</u>	<u>3.99%</u>
Total Parks & Recreation Services	49.23	4,696.46	20,618.00	22.78%
P&R Capital Outlay				
Structure Improvements	0.00	0.00	7,200.00	0.0%
Other Improvements	0.00	0.00	150.00	0.0%
Tools/Equipment	0.00	0.00	4,200.00	0.0%
Furnishings	0.00	0.00	700.00	0.0%
Redbox Program	0.00	0.00	950.00	0.0%
Miscellaneous Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>3,700.00</u>	<u>0.0%</u>
Total P&R Capital Outlay	0.00	0.00	16,900.00	0.0%
Total Parks & Recreation	1,225.15	17,008.36	59,229.00	28.72%

Total Expense	<u>31,350.57</u>	<u>604,774.84</u>	<u>921,268.00</u>	<u>65.65%</u>
Excess of rev. over exp. - general fund	10,960.68	45,347.03	0.00	100.0%
Capital Projects Fund				
Capital Projects Fund Income				
PARTF Grant	0.00	387,975.74	500,000.00	77.6%
Adopt A Trail Grant	0.00	5,000.00	5,000.00	100.0%
Water Based Resource Grant-Park	0.00	95,079.21	100,000.00	95.08%
Transfer from General Fund				
Appropriated for Dogwood Park	0.00	1,000,000.00	1,000,000.00	100.0%
Appropriated for Town Hall	<u>0.00</u>	<u>1,442,700.00</u>	<u>1,442,700.00</u>	<u>100.0%</u>
Total Transfer from General Fund	<u>0.00</u>	<u>2,442,700.00</u>	<u>2,442,700.00</u>	<u>100.0%</u>
Total Capital Projects Fund Income	0.00	2,930,754.95	3,047,700.00	96.16%
Capital Projects Fund Expense				
Capital Projects				
Dogwood Park Capital Outlay				
Land Acquisition	0.00	673,271.00	680,000.00	99.01%
House	0.00	411,419.00	412,000.00	99.86%
Site preparation	0.00	0.00	35,000.00	0.0%
Utilities	0.00	4,380.00	15,000.00	29.2%
Preliminary Planning	0.00	15,526.67	15,527.00	100.0%
Design/Constr Mgt, etc.	0.00	54,129.05	69,050.00	78.39%
Grassing	0.00	0.00	5,850.00	0.0%
Parking lot & drive	0.00	0.00	87,170.00	0.0%
Rest room renovation	0.00	0.00	30,000.00	0.0%
Site Furnishings-gate, signs, etc	0.00	277.77	7,000.00	3.97%
Boardwalk	0.00	0.00	31,000.00	0.0%
Accessible routes	0.00	0.00	21,000.00	0.0%
Paved Walking Trail	0.00	0.00	54,000.00	0.0%
Unpaved trail	0.00	9,888.04	14,210.00	69.59%
Multipurpose Field	0.00	0.00	30,000.00	0.0%
Amphitheater/Stage/Outdoor Clas	0.00	0.00	35,000.00	0.0%
Fishing Pier	0.00	0.00	25,000.00	0.0%
Other Expense	427.50	1,509.58	18,931.00	7.97%
Contingency	<u>0.00</u>	<u>0.00</u>	<u>19,262.00</u>	<u>0.0%</u>
Total Dogwood Park Capital Outlay	427.50	1,170,401.11	1,605,000.00	72.92%
Town Hall Capital Outlay				
TH Construction Contract	0.00	0.00	1,224,296.00	0.0%

TH Architect/Engineer	2,784.03	92,204.89	102,020.00	90.38%
TH In House Engineering	0.00	1,200.00	1,200.00	100.0%
TH Testing/Permit Fees	0.00	4,337.41	15,000.00	28.92%
TH Telecom Sys/AV/Computers	0.00	0.00	33,930.00	0.0%
TH Insurance	0.00	1,374.00	1,374.00	100.0%
TH Legal Fees	227.50	3,940.00	5,000.00	78.8%
TH Furnishings	0.00	0.00	45,000.00	0.0%
TH Miscellaneous	0.00	3,174.07	14,880.00	21.33%
Town Hall Capital Outlay - Other	0.00	0.00	0.00	0.0%
Total Town Hall Capital Outlay	3,011.53	106,230.37	1,442,700.00	7.36%
Total Capital Projects Expenses	3,439.03	1,276,631.48	3,047,700.00	41.89%
Net Capital Projects Fund	-3,439.03	1,654,123.47	0.00	100.0%
Net excess of revenues over expense	7,521.65	1,699,470.50	0.00	100.0%

b. Review monthly planning and zoning report

Planning and Zoning Administrator Langen reported he issued 16 permits in the last month including two temporary use permits for a 5k run and a “no Brainer” bike event. Mayor Pro Tem Ormiston asked if he lets people know they need deputies to close the roads, he had. Langen will call DOT about the request to take over the Wesley Chase roads. Kings Grant Road is still waiting for the State office’s approval. NC DOT road acceptance forms were submitted for the roads in Twelve Oaks and will be on the next Council meeting for a resolution. The NC Division of Emergency Management is reviewing our flood damage prevention ordinance and there have been some state law changes recently. Planning Board will be considering an amendment to Section 408 in the Subdivision Ordinance for fee-in-lieu and land dedication, and reviewing the Land Use Plan map in February. Langen is getting information from other towns regarding road maintenance bonds and construction requirements and will be pulling that together.

Mayor Horvath noted at the advance last year we discussed a form for ordinance changes, it was also discussed and requested at the last Planning Board meeting. The Mayor will draft a one page form which the submitter of the idea will fill out.

Langen reported on open issues; he spoke with the owner at 801 Pilgrim Forest Drive; NC DOT agreed to consider digging a drainage ditch to redirect the water. Langen and the Mayor will follow up on this issue. The Underwood Road issue has been inspected and discussed, the dam in Wesley Chase could be improved as the sides need to be a foot or two higher, and channelized drainage on the homeowner’s property would improve the situation. Once the water gets to the road it is okay and the water does not top the road, but it ponds before the road. Mayor Horvath noted Wesley Chase lived up to the stormwater requirements in place when they were developed. Langen noted it should be determined by a professional if this is the answer, and decided by Council whether or not they want to contribute to this. Finance officer Bennett asked if we are

allowed to spend town money on private property; attorney Sistrunk agreed you generally cannot do that. It was noted we would have to obtain an easement. Mayor Pro Tem Ormiston noted we have asked Wesley Chase to do improvements, but they have not solved the problem. Mayor Horvath said our engineer said they met our requirements; he will contact the property owner.

c. Review monthly zoning violations report

Langen sent a letter to the new owner of 124 Mollie Irene Drive where there is a zoning violation. Planning Board granted an extension to the illegal sign violation at 108 Lester Davis Road through October 2013.

Council Member Brotton asked if a ditch is dug, would it create a capacity issue downstream. Langen said he didn't think so; if DOT digs the ditch, they are responsible. .

d. Discuss Planning Board request for brief description and reason for items on Ordinance Prioritization List

See item b.

e. Retention of email records

Administrator Bennett reported this subject had come up and attorney Sistrunk said it would be best practice if committee members and council members who are sending emails that involve public business copy the clerk so we can maintain a record of the communication to comply with public record requests and laws. The emails are also subject to our record retention policies, i.e. committee members cannot destroy emails except in accordance with the Village's policy. Transient emails, such as "See you tonight" can be deleted but it is best to be conservative. Council Member Plyler said all her emails come to her wesleychapelnc address but some don't originate from a wesleychapelnc address; Sistrunk said it doesn't matter what email it comes to, if it relates to the transaction of public business it is a public record. Sistrunk noted this whole subject is evolving; Bennett said there is a new records retention schedule from the NC Department of Archives which will be coming to Council to adopt; the schedule gets changed regularly. It was noted when there is an email conversation back and forth, we only need to keep the final one. Bennett also noted that even if emails are kept on home computers it creates a problem when a records request comes in; people may no longer be on council or the committee; also home computers may break down and records can be lost. Bennett was asked to let the committee members know they should be copying her on their emails.

f. Discussion on process for audit and legal services

Mayor Horvath noted Council Member Plyler had brought this up. He asked Sistrunk if we have to take the lowest price; he said he did not think so; you can evaluate the services on other qualities. Council Member Plyler said she researched how other municipalities did this, and normally there is an audit committee; Mayor Horvath said we could consider that, but noted Council might do the task here, and wondered if we would have volunteers for a committee. Sistrunk said you would want to advertise. Mayor Horvath asked if the state treasurer has a template for audit services; Bennett replied yes. Mayor Pro Tem Ormiston asked what annual contracts we have; Bennett said the audit; the engineer contract is two years, and legal services are on-going. The state treasurer has a list of audit fees, and our audit price is very reasonable. Bennett noted when you change auditors it requires a lot of staff time to make them familiar with our systems. Mayor Horvath noted at this time we are in the middle of two major projects.

Council Member Plyler asked if Melody Graham could do this; we did not know if she had done this at Marvin, Bennett will ask her. (Langen left at this point).

6. CONSIDER REQUEST/OFFER FROM WESLEY CHAPEL FRIENDS OF PARKS AND RECREATION AND ASTON PROPERTIES TO HOST VILLAGE FESTIVAL ON APRIL 27, 2013

Mayor Horvath introduced Charlie Bernstein from Aston Properties and Robert Pistani, owner of New York Bagel. Mr. Bernstein said he met with Diana Bowler and Sondra Bradford from Wesley Chapel Friends of Parks; they would like to create a civic event; Mr. Pistani added they are trying to generate funds for Dogwood Park. The event would be a spring heritage festival; they would obtain village permits and include security and insurance. They would like to use the materials purchased by the town for past festivals. Council Member Rosoff asked if there was \$2,000 remaining from a past festival; Finance Officer Bennett said the last festival had revenues of \$7,730 and expenses of \$7,204, the difference of \$526 went into fund balance. It was noted that there are only four council meetings before April 27. Mayor Pro Tem Ormiston asked about the idea of selling a linear foot of trail; Steve Herdegen said yes, they would sponsor that. Carol Mullis asked about National Night Out Funds, Cheryl Bennett said yes, we do have \$313.40 reserved for that. Ms. Mullis asked about the sponsoring; names would go on a plaque. Aston is in agreement with holding the festival on their land; it would not be in Target's or Pet Smart's parking lots. Mayor Pro Tem Ormiston also noted there are other issues such as bathrooms and parking. Administrator Bennett asked if it would include the town hall land or driveway; Mr. Bernstein said it would use the area by Hickory Tavern, and parking would be on the dirt. Carol Mullis asked about some holes; Mr. Bernstein said they are filling them.

7. PLANNING BOARD

- a. Accept resignation of Planning Board Chairman Sandi Bush

Mayor Horvath reluctantly accepted Sandi Bush's resignation from Planning Board.

- b. Appointment of new Planning Board Chairman

Mayor Horvath is still checking with Planning Board members.

- c. Appointment of member to Regular Planning Board position

Mayor Horvath appointed Bill Bennett a regular Planning Board member, from an alternate.

8. PARKS AND REC COMMITTEE UPDATE

- a. Present construction bids received on house renovation/bathroom alternatives

Mayor Pro Tem Ormiston reported the base bids ranged from \$107,391 up to \$179,817.75. The low bid did not include the fire sprinkler system, so they are disqualified, making the low bid Synergyone at \$128,591 and the total bid including alternates \$354,111.

- b. Review value engineering proposals from park low bidder and Wirth & Co.

Parks and Rec Committee recommended we re-bid the project and change the scope.

Discussions with Wirth include changing the grading, fill and piping; there is not much else we can change. Parks and Rec Chair Lepke is working to get items done with volunteer labor where possible. A man who owns a heavy equipment company needs service hours for his son and may help out. Parks and Rec asked for a maximum of \$6,000 for Wirth to re-scope and rebid the project. We will keep the bathrooms and utilities as separate line items and align the bid with the PARTF budget.

c. Review discussion with NC PARTF on required amenities/alternatives

Mayor Horvath said PARTF did not want us to take out the boardwalk. Lepke spoke to Vonda Martin at PARTF and she asked for a spreadsheet of what we think it would cost; she said we could use the PARTF funds to demolish the house; we need the pier, trails, amphitheater and multipurpose field, but could delete one of these.

Mayor Pro Tem Ormiston made a motion to contract with Wirth for not more than \$6,000 to re-scope and re-bid Dogwood Park. Council Member Rosoff seconded the motion. Council Member Brotton asked what the shortfall is; Ormiston replied \$250,000, but with the house it would be twice that.

The motion passed unanimously.

Mayor Pro Tem Ormiston said rough estimates for demolition of the house are between \$12,000 and \$16,000.

d. Receive and discuss Parks and Rec Committee recommendations for Dogwood Park and house/bathroom alternatives

Mayor Pro Tem Ormiston said she will have architect Troy Luttmann let the bidders know all bids were over budget. Mayor Pro Tem Ormiston motioned to move \$6,000 in the Capital Projects Fund – Dogwood Park from Land Acquisition to Design/Construction Management for re-bidding the park project. Council Member Rosoff seconded the motion.

The motion passed unanimously.

e. Discussion and consider approval of recommendations for moving forward

f. Update on fish attractors vs. feeders

Mayor Pro Tem Ormiston said the Committee recommended moving forward with fish attractors (made from PVC piping), which will be no cost to us and we will not have to purchase a Jon boat or fish food.

The volunteer days will be on February 23, March 9 and April 13 from 10 am to 3 pm. They will ask Joshua Langen to get three burn permits. Volunteers include the Southbrook Church youth group, two Eagle Scouts, a Girl Scout project, and several other individuals. Mayor Horvath said an Eagle Scout project is being reviewed by the Boy Scout council tonight; it will create 700 linear feet of bike trails. John Lepke will obtain the insurance waivers.

9. TOWN HALL BUILDING COMMITTEE UPDATE

a. Update on site work and associated change order

Council Member Brotton said we haven't gotten the official invoice on the change order; the estimate was about \$5,000 but went up to about \$15,000 with labor and more organic dirt being found. The procedure for paying the invoices is that the architect will sign and seal them first.

b. Update and recommendation on exterior materials

Council Member Brotton reported that the Committee will meet and discuss this February 14th.

c. Update on civil engineering

Council Member Brotton noted the building pad has been established, leveled, and compressed. The area to the south side is now more level. We have a water holding channel. Due to some surveying issues, the sewer line may have to be moved about three feet. More trees were cleared than proposed, so we may need to replace some. Julie Brown asked about being on site to take photos, and discussion was held on who is allowed on the property; Council Member Brotton will touch base with them because in the future it will be more dangerous to be there, it also

needs to be cleared with Aston. Mayor Pro Tem Ormiston asked about putting a sign on the site; Morlando Construction will be putting up a sign.

10. BEGIN COLLECTING IDEAS AND OPPORTUNITIES FOR USAGE OF
REMAINING TOWN HALL LAND

Mayor Pro Tem Ormiston said we want to be proactive with this, we could invite someone to improve the land or we could do it. She suggested a simple farmers' market. She also noted WCWAA has dirt available, it is unclear what their timing is, but they have more than we would need for the park. They also need ball space. She suggested we could turn it into a temporary ball field for a year or two. She asked Administrator Bennett what would be involved; Bennett said some things would be a CUP amendment, bathrooms, and parking. Mayor Pro Tem Ormiston said we could ask if Aston would provide bathrooms and a playground. Council Member Plyler said when she was going door to door campaigning people wanted an amphitheater and music on Saturday nights, they could bring blankets and buy food at the shopping center. Mayor Pro Tem Ormiston said we may need another survey. Mayor Horvath said we don't need a formal amphitheater, just something like at Blakeney or Promenade on Providence. Council Member Rosoff asked when Aston will finish the road; Mayor Horvath said we don't know yet. Council Member Brotton said during build out the natural water flow is from the midpoint to the back of our land; Aston would need underground water detention and that could slow development. Mayor Pro Tem Ormiston asked if this topic could be put on the Advance agenda. Carol Mullis suggested a separate committee might look at the use of the rest of the land; Council Member Brotton said anything recreation based falls under Parks and Rec.

11. CONSIDER VILLAGE GUIDELINES AROUND ACCEPTANCE OF FUNDING,
POTENTIAL RESTRICTIONS AND ASSOCIATED NAMING CONVENTIONS FOR
DONATIONS

Mayor Pro Tem Ormiston will work on this and bring a draft in March. Discussion was held on the roles of Wesley Chapel Friends of Parks, Parks and Rec Committee and Council.

12. OTHER BUSINESS

Mayor Horvath said the Fire Department met and they can waive their room rental fee for us in the future. Julie Brown suggested use of sticky notes on chart paper at the college was useful.

13. COUNCIL COMMENTS

Council Member Rosoff thanked Council for visits and flowers during her hospitalization. Mayor Pro Tem Ormiston requested that in reply to the comments in the January 14, 2013 minutes that Council hadn't considered uses for the Dogwood house in the newspaper article, she read comments from some Council minutes. In the January 13, 2011 minutes "Mayor Pro Tem Bradford said the house would be another set of discussions, there is interest in a library, dance studio, or rental for weddings." In the January 18, 2011 minutes, "Programming was discussed; the book club would like to have a volunteer library, there was interest in dance and art classes, and a kids' story program." In the March 4, 2011 Advance minutes, "...a house that could be used as a community center". In the November 22, 2011 minutes, "Bradford said the only two non-recreation uses would be a touch down area for the deputy or a lending library for the book club. Hess said we might also store maintenance equipment for other land or long term storage of documents; he could conceive of other uses. Carol Mullis said one selling point was that this

2013.02.11 minutes

is a community center. Bradford said arts and crafts falls under the PARTF guidelines. Hess said what about a welcome center.”

14. ADJOURNMENT

Mayor Pro Tem Ormiston made a motion to adjourn; Council Member Rosoff seconded the motion.

The motion passed unanimously.

Respectfully submitted,

Cheryl Bennett, Clerk

Mayor Brad Horvath