

VILLAGE OF WESLEY CHAPEL
PARKS & RECREATION COMMITTEE
REGULAR MEETING MINUTES
December 21, 2015 – 7:00 P.M.
6490 Weddington Road, Wesley Chapel, N.C. 28104

Committee Members Present: Chair Pat Utley, Julie Brown, Jerry Davis (arrived late), Pam King, and Kelly Pierson

Committee Member Absent: John Lepke

Staff: Town Administrator/ Clerk; Cheryl Bennett

Council Liaison: Mike Como

CALL TO ORDER/DETERMINATION OF QUORUM

The meeting was called to order at 7:00 p.m. A quorum was present.

PUBLIC COMMENTS

Boy Scout Luke Murdock from Troop 715 proposed an Eagle Scout project of continuing the fencing along Weddington Road for approximately 80 yards at Dogwood Park. He stated Mr. Como can obtain the fencing at a discount at Lowe's Home Improvements, and his church, neighbors and family will make financial contributions. He will start the project the end of January or early February. Chair Pat Utley motioned to approve the project; Pam King seconded the motion.

The motion passed unanimously.

(Jerry Davis arrived at this point.)

ADDITIONS, DELETIONS, AND / OR ADOPTION OF AGENDA

Pam King motioned to adopt the agenda with the addition of Skyline Design to Unfinished Business. Julie Brown seconded the motion.

The motion passed unanimously.

APPROVE MINUTES FROM 11/16/2015 REGULAR MEETING

Julie Brown made a motion to approve the November 16, 2015 minutes; Jerry Davis seconded the motion.

The motion passed unanimously.

SCOUT PROJECT REVIEW

Pam King informed the committee there were no additions to the current spreadsheet for park projects. Mike Como reported all eight benches were refinished and complete. Kelly Pierson's son had been helping scout McMillan doing a flower planter at the park. Mr. Como nor the Committee were aware of this project; she will research it further. Julie Brown and Pam King will work on merging a form for Scout projects with a list of potential projects.

BUDGET REVIEW

Pam King asked about expenditures on the amphitheater; \$3,000 was paid to the architect and \$266 paid for permit fees, however the amount for the permits was incorrect and will be lower. It is almost time to start on the next year budget. Discussion was held about the budget process; while the budget was approved by council, they did not approve or delve into specific projects. Chair Utley noted all projects stem from the original park plans or from the health of the park (i.e. erosion, dam, etc.). Dovetailing the landscaping project with the big equipment that will be on-site for the band shell construction was

discussed. Mike Como noted a piling that holds up the tall bridge is washing away, so he ordered some rip rap, and it can be a one day volunteer project.

UNFINISHED BUSINESS

RECOMMENDATION TO COUNCIL TO REVIEW THE BAND SHELL RFP

Mike Como spoke with the Mayor and this will be on the January council agenda. Pam King asked who will provide oversight to the contract; Mr. Luttmann will do so per his contract. Timing of the RFP was reviewed. If Council approves the RFP on January 11th, the Invite to Bid opens January 12th; the pre-bid conference is January 25th, bids will be opened on February 17th, and Council will approve the bid March 14th. Parks and Rec will have a special meeting Feb. 22, 2016 to review the bids. Easter is March 27th, so we will need a fence around the construction area during the Easter egg hunt. Committee Chair Utley motioned to move forward with the amphitheater RFP with the dates discussed; Julie Brown seconded the motion.

The motion passed unanimously.

STUMP REMOVAL RFP UPDATE

The project budget estimate from Terracon was reviewed; the work is for field density testing, backfill observations, and laboratory testing when the stump is removed from the dam. Concerns from Council Member Kenary were discussed. The Committee asked the Clerk to contact Gary Wirth, the park architect, and find out what engineering reports he had done on the dam that validates the dam stump removal. They agreed with the need for an engineer to validate the integrity of the dam after the stump removal, such as Terracon.

PLANTS, TREES, AND SHRUBS RFP UPDATE

Jerry Davis said the window to plant goes through February, it is also weather dependent. The Committee decided to take the 20 tons of dirt out of the RFP since there are specific directions on how to plant. They also decided to pull the perennials out of the RFP, and noted they could be a Scout project, and possibly a Monarch butterfly garden.

SKYLINE DESIGNS

Mike Como reported the original park landscaper, Skyline Designs, agreed to replace the twenty dead bushes and three dead trees; however they have postponed their deadline for completion several times

DOGWOOD PARK TRASH SERVICE

Mike Como reported Council agreed to purchase six cans and get a dumpster; we want to pour a concrete slab at the top of the driveway to the right of the stub. We can have a future scout project to screen it. The landscaper will empty the bags in the outlying containers. Mr. Como will stencil "Village of Wesley Chapel" on the cans. This also includes a 96 gallon recycling roll off container (we did not previously have a recycling container at the park).

NEW BUSINESS

ADOPTION OF PARKS AND RECREATION 2016 COMMITTEE MEETING DATES

Chair Pat Utley motioned to approve the 2016 meeting schedule; meetings are on the third Monday of the month except there will be a meeting January 13th and February 22nd. Pam King seconded the motion.

The motion passed unanimously.

**VILLAGE OF WESLEY CHAPEL
PARKS AND RECREATION COMMITTEE
REGULAR MEETING DATES 2016**

Meets the third Monday of each month 7 p.m. unless noted *

MONTH	DATE
*January	13th
*February	22nd
March	21st
April	18th
May	16th
June	20th
July	18th
August	15th
September	19th
October	17th
November	21st
December	19th

COMMITTEE COMMENTS

The next volunteer day is January 16, 2016.

COUNCIL LIASION COMMENTS

Council liaison Como noted the equipment rental budget has been spent, so funds need to be moved in order to rent a bobcat for one week. Chair Utley motioned to recommend moving \$1,400 from the monument sign to equipment rental. Julie Brown seconded the motion.

The motion passed unanimously.

Council liaison Como noted the long term intent is to have the committee give an update to council each month at their meeting.

ADJOURNMENT

Chair Utley motioned to adjourn the meeting; Jerry Davis seconded the motion.

The motion passed unanimously.

The meeting adjourned at 8:37 p.m.

Respectfully submitted:

s/ Cheryl Bennett
Cheryl Bennett, Village Administrator/Clerk

s/ Pat Utley
Pat Utley, Chair

Approved: January 13th, 2016.