

VILLAGE OF WESLEY CHAPEL
PARKS & RECREATION COMMITTEE
REGULAR MEETING MINUTES
February 22, 2016 – 7:00 P.M.
6490 Weddington Road, Wesley Chapel, N.C. 28104

Committee Members Present: Chair Pat Utley, Julie Brown, Jerry Davis, Pam King, John Lepke, and Kelly Pierson

Staff: Administrative Assistant; Lynell Hillhouse

CALL TO ORDER/DETERMINATION OF QUORUM

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

PUBLIC COMMENTS

Council Member Mike Como asked the committee to consider adding two items to the agenda; fencing donation and ethics discussion.

ADDITIONS, DELETIONS, AND / OR ADOPTION OF AGENDA

Mr. Lepke motioned to adopt the agenda with the addition to Unfinished Business as follows;

- g) Trail erosion
- h) Pond drain
- i) WCFOPR flag pole

and to New Business as follows;

- e) Fencing donation
- f) Ethics discussion

Chair Utley seconded the motion.

The motion passed unanimously.

APPROVE MINUTES FROM 01/13/2016 REGULAR MEETING

Mr. Lepke made a motion to approve the January 13, 2016 minutes; Chair Utley seconded the motion.

The motion passed unanimously.

SCOUT PROJECT REVIEW

Boy Scout, Ryan Graffeo, from Troop #46 proposed the addition of three benches to the currently unopened trail and fence extension as his Eagle Scout project to the committee. Ryan distributed a map of Dogwood Park that detailed the proposed benches and fencing extension to the committee.

Council Member Como informed the committee that Gateway Fencing graciously donated some materials for the fencing project Ryan could use.

Ryan stated to the committee he hoped the project would be completed in May or June of this year.

Mr. Lepke made a motion to accept Ryan Graffeo's project consisting of the addition of three benches to the currently unopened trail and extending the fencing along HWY 84; Chair Utley seconded the motion.

The motion passed unanimously.

Boy Scout, Wyatt Furlong, from Troop #46 proposed his Eagle Scout project of a raised boardwalk to the committee which would help address erosion issues across the new trail. The project would be approximately 60 feet in length and approximately six (6) – seven (7) feet in width with a bench for seating in the middle and would be conducted over the course of summer.

Chair Utley made a motion to accept Wyatt Furlong's project of installing a raised boardwalk across the new trail; Ms. Pierson seconded the motion.

The motion passed unanimously.

Council Member Como invited Harris Bridgforth, Assistant Scout master with Troop #46 to address the committee.

Mr. Bridgforth explained the procedural process the scouts must comply with on the scout level prior to presenting items before the Parks and Recreation Committee.

Mr. Lepke questioned Mr. Bridgforth if the Village could not assist scouts with the use of equipment or supplies would that be a deterrent for scouts doing projects at the park. Mr. Bridgforth replied it would not be a deterrent and stated there were 55 troops and 17 adult leaders that were readily available to assist any scout with their project.

BUDGET REVIEW

Ms. King stated the majority of the next committee meeting would need to be dedicated to the upcoming budget discussion. Ms. King requested that any requests be submitted to her prior to the meeting including justification for the request and to consider 2016-2017 FY projects.

UNFINISHED BUSINESS **BUTTERFLY GARDEN**

Representatives from the Waxhaw-Weddington Rotary Club were present to give a presentation about the benefits and work involved regarding the implementation of a Butterfly Garden at Dogwood Park.

Alicia Campbell, President, discussed the desire of the Rotary Club to create an ongoing project that could both benefit and utilize the local community. At this time she also reviewed the project time line, location, and migration of the monarch butterflies.

Rotary member Paula Smith reviewed plant types and garden aesthetics along with the inclusion of educational signs with the committee. Ms. Smith stated the ground would need to be prepared in March for planting to occur in April.

Mr. Lepke made a motion to approve the installation of a Butterfly Garden at Dogwood Park by Waxhaw-Weddington Rotary Club, Chair Utley seconded the motion.

The motion passed unanimously.

Mr. Lepke informed the committee he would co-ordinate this project.

WCFOPR 2016 EVENTS UPDATE

Sondra Bradford invited the committee to attend the upcoming meeting on March 3rd at 2 p.m. at Southbrook Church regarding the Easter egg hunt, Southbrook Church was purchasing 10,000 eggs to be used at the event. Discussion took place regarding parking for the event and Ms. Bradford stated Southbrook feels comfortable with their current parking plan.

Southbrook Church would also like to conduct a sunrise Easter service at the park between 7 a.m. - 7:30 a.m. on March 27th, 2016. The topic of being quiet and respectful to neighbors at that hour of the day arose and the consensus to allow this event to move forward was reached by the committee.

Ms. Bradford then discussed the interest of hosting a simple event on May 5th to recognize it as interfaith day of prayer from 12:00 p.m. – 12:30 p.m. The potential of this event brought up the discussion of a flag pole being erected at the park. Ms. Bradford enquired on behalf of WCFOPR if the committee would be interested in them conducting further research into the installation of a flag pole at the park to which they agreed they would. The possibility of using the town hall flag pole for the event was made mention.

Ms. Bradford informed the committee on the date change for the BBQ event at the park which has already been approved by the council and will now be held on May 13th and 14th, 2016.

YOUTH COUNCIL COMMITTEE 3/12/2016 EVENT

Chair Utley informed the committee on the recent updates about the event that were discussed at council meeting. Chair Utley will be reaching out to the YCC chair and confirming all permitting has been acquired and discussing parking concerns for the event.

PARK MAINTENANCE POSITION

Ms. Pierson informed the committee she was still researching this matter and would have more information to bring to the upcoming joint meeting with the council.

Ms. King suggested Ms. Pierson look at the Town of Indian Trail as they currently had a position advertised that was very similar that would help listing job duties/responsibilities.

At this point of the meeting Ms. King and Council Member Como stated the fountain was not working. Administrative Assistant Hillhouse encouraged all members to notify Town Administrator/Clerk Bennett when they were aware of maintenance issues within the Village for attention.

DAM STUMP REMOVAL BID

The committee stated they do not feel comfortable completing the reference checking on successful bids due to liability purposes and wanted the council to be aware of such.

Mr. Lepke made a motion to recommend to council to move forward with removing the dam stump and engineering review pending satisfactory reference checking, Mr. Davis seconded the motion.

The motion passed unanimously.

The committee agreed to use funds from the Call Box line item within P&R Capital Outlay for this agenda item.

BAND SHELL BID

Mr. Lepke reviewed the fact that two (2) bids were received but one (1) bid was not complete and due to the fact the signature document was not received that bid is not valid and needs to be rejected. The proposed rejected bid was the lowest bid and the remaining bid was for \$98,000.00

Council Member Como made mention that the initial estimate for the project was in the area of \$84,000 - \$100,000.00.

Chair Utley made a motion to recommend that council reject the lowest bid due to incomplete bid proposal and that council award the contract to the one valid bidder subject to value engineering, Ms. Brown seconded the motion.

The motion passed unanimously.

TRAIL EROSION

Mr. Lepke referred to the minutes of the last meeting regarding comments made by Mayor Pro Tempore Kenary and the new trail not being approved. Mr. Lepke stated the trail was approved as part of the CUP process on 2/6/2012.

At this point of the meeting Council Member Como played the audio from the 9/14/2015 council meeting and referred to the agenda item at time stamp 3:18:40. The council did approve a motion to authorize the bobcat rental for erosion repairs on old trail in addition to finishing new trail. Council Member Como wanted the committee to hear his request themselves and expressed his concern that Mayor Pro Tempore Kenary insinuated he had been unethical at the last committee meeting.

POND DRAIN

Chair Utley updated the committee that Administrator/Clerk Bennett had received a quote to clean the pond drain for the amount of \$550.00

Chair Utley made a motion recommending council approve the cleaning of the pond drain by Foster Lake & Pond Management and payment of \$550.00, Ms. Pierson seconded the motion.

The motion passed unanimously.

WCFOPR FLAG POLE

This item was discussed during the WCFOPR 2016 EVENTS UPDATE agenda item.

NEW BUSINESS

LANDSCAPING CONTRACT RENEWAL

Mr. Davis made a motion to renew the landscaping contract with Lucas Landscaping with no changes, Ms. Brown seconded the motion. A brief discussion took place between the committee about changing the contract dates to coincide with the fiscal year.

The motion failed unanimously.

Chair Utley made a motion to extend the current landscaping contract with Lucas Landscaping with no changes, by three (3) months to align with the fiscal year, Ms. Brown seconded the motion.

The motion passed unanimously.

DOG WASTE BAGS

Chair Utley reviewed the pricing difference between the current company “Mutt Mitts” and “Dog Waste Depot” to the committee.

Council Member Como showed a video presentation he filmed to the committee of park patrons who used both bags and unanimously supported the use of the “Mutt Mitts” product.

Mr. Lepke questioned if the cheaper product was biodegradable to which Council Member Como responded it was not. The committee agreed it was important to listen to the public response and use a biodegradable product.

Chair Utley made a motion to authorize Administrator/Clerk Bennett to purchase a six (6) month supply, with total purchase under \$500.00 of biodegradable dog waste bags from Mutt Mitts, Mr. Lepke seconded the motion.

The motion passed unanimously.

DUMPSTER PAD AT DOGWOOD PARK

Chair Utley explained to the committee that she had requested a hold be placed on payment to the company that installed the concrete pad for the dumpster. The two concerns were if rebar was indeed used when pouring and how level the pad was. Chair Utley notified the committee that staff had two (2) different professionals review the work and she felt confident to move forward with making the payment.

Chair Utley made a motion to issue payment to Noel Williams Masonry for the concrete pad project, Ms. King seconded the motion.

The motion passed unanimously.

Mr. Lepke highlighted the fact for future projects to be more specific when detailing the scope of work required. Administrative Assistant Hillhouse informed the committee that rebar was listed on the request/invoice for work and a representative from Waste Connections, Inc reviewed the site and had no issues with the work that was completed.

NC84 ROAD WIDENING

Discussion took place between the committee, Mayor Kapfhammer and Council Member Como regarding the potential widening of HWY 84 and the impact it may have on Dogwood Park. Currently no property on the park side can be utilized which will impact WCWAA and Southbrook Church.

Mayor Kapfhammer informed the committee that NCDOT is currently investigating engineering options and will be updating the Village on the matter as information is received.

Secretary's note: At 9:02 p.m. Ms. Pierson was excused from the meeting

FENCING DONATION

Discussed during Scout project review.

ETHICS DISCUSSION

This item was discussed during the TRAIL EROSION agenda item.

COMMITTEE COMMENTS

Mayor Kapfhammer asked the committee to consider the topic of connectivity between subdivisions and potentially addressing this item as a future agenda item at an upcoming meeting.

Mayor Kapfhammer reminded the committee about the upcoming joint meeting with the council on February 29th, 2016 at 7 p.m. and asked members to come prepared with a project list and to define what they felt are maintenance issue/items at the park.

In closing, Mayor Kapfhammer thanked the committee for the continued efforts serving on the committee.

Secretary's note: Mayor Kapfhammer then excused himself from the meeting.

Council Member Como requested to play a piece of audio from the recent council meeting to the committee. Administrative Assistant Hillhouse reminded Council Member Como he was at the meeting as a public citizen and should be keeping his input to public comments and not play the audio. Council Member Como then asked the committee to consider putting an agenda item on the upcoming joint meeting agenda. The item related to what he thought was the possibility of the Youth Council Committee asking for a \$500.00 donation from Parks and Recreation to benefit the hospital that was listed as the beneficiary at last year's Youth Council Committee 5km event.

Chair Utley stated she was not comfortable adding that item as she felt that was not relevant to the purpose of the joint meeting.

At this point of the meeting Ms. King asked Council Member Como to leave the committee meeting as they were about to discuss the joint meeting with the council and she felt it was in-appropriate for one (1) council member to be present hearing information prior to the meeting with other elected officials.

Council Member Como remained present at the meeting.

The committee discussed agenda items and who would be speaking on each item for the February 29th, 2016 joint meeting with council.

Chair Utley stated the main goal of the joint meeting was to educate the council on the park history, improve communication, and implement an effective process between the two groups.

ADJOURNMENT

Mr. Lepke motioned to adjourn the meeting; Ms. King seconded the motion.

The motion passed unanimously.

The meeting adjourned at 9:55 p.m.

Respectfully submitted:

s/ Lynell Hillhouse
Lynell Hillhouse, Administrative Assistant

s/ Pat Utley
Pat Utley, Chair

Approved: March 21st, 2016.