

VILLAGE OF WESLEY CHAPEL  
COUNCIL MEETING MINUTES  
November 10, 2008 – 7:00 P. M.

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

Present: Mayor Clinton, Mayor Pro-tem Croffut, Council Members Bradford, Horvath, Pierce

Others Present:

Village Clerk/Finance Officer: Cheryl Bennett  
Planning/Zoning Administrator: Joshua Langen  
Concerned citizens: Carol Mullis, Ray Davis

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

1. PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Clinton led the Pledge of Allegiance and Croffut gave the invocation.

2. INFORMAL PUBLIC COMMENTS – none

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

Bradford made a motion to approve the agenda; Pierce seconded the motion.  
The motion passed unanimously.

4. APPROVE MINUTES FOR:

Council Meeting October 13, 2008

Council Meeting October 21, 2008

Croffut made a motion to approve the minutes of the Council Meetings on October 13, 2008 and October 21, 2008. Horvath seconded the motion.

The motion passed unanimously.

5. STAFF REPORTS

- a. Review and approve the Village Financial Reports dated October 31, 2008, submitted by Cheryl Bennett, Finance Officer.

Bennett reported that October revenues exceeded expenditures by \$5164; year to date we have a deficit of \$14,072. We have Certificates of Deposit at Citizens South and BB&T now. Bennett picked up the audits today; they show revenues exceeding expenditures for last year by \$304,143; ending fund balance is \$1,695,394. Total tax collections were 98.13%; the taxes collected by our tax collector were 98.61%; motor vehicle taxes collected were 93.15%; all are excellent. No line items expended exceeded budget.

Horvath asked about the reports from the County on taxes. Bennett said they are making ACH deposits into our account; the last one Friday; we get reports of the levy and collections, and she expects around February or March we can get a detail report of uncollected taxes. Schneeberger is checking the scroll for annexed properties, to make sure they are in the scroll and the amounts are correct.

Horvath made a motion to accept the October 31, 2008 financial reports; Pierce seconded the motion.

The motion passed unanimously.

	<u>Oct 08</u>	<u>Jul - Oct 08</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Revenues</b>				
<b>Fees and Licenses</b>				
Cable Franchise (from Time Warn	3,442.00	3,442.00	28.68%	12,000.00
Engineering Fees Reimbursement	0.00	4,134.38	51.68%	8,000.00
Zoning Permit	625.00	2,710.00	33.88%	8,000.00
Privilege Licenses	135.00	17,654.54	84.07%	21,000.00
Annexation Exp Reimbursed	0.00	30.00	10.0%	300.00
Open Space Land	0.00	0.00	0.0%	0.00
Misc. Fees	161.40	2,011.40	1,005.7%	200.00
Violations - Zoning	0.00	0.00	0.0%	0.00
<b>Total Fees and Licenses</b>	<b>4,363.40</b>	<b>29,982.32</b>	<b>60.57%</b>	<b>49,500.00</b>
<b>Interest Earned</b>	<b>9,501.95</b>	<b>12,727.27</b>	<b>53.03%</b>	<b>24,000.00</b>
<b>Property Tax Income</b>				
Current Year Property Tax	5,293.72	5,738.73	5.07%	113,193.00
Delinquent Taxes	54.83	478.32	79.72%	600.00
Interest/Ad Fee on Taxes	13.64	153.12	76.56%	200.00
Utility Ad Valorem	0.00	0.00	0.0%	600.00
Vehicle Registration	746.87	2,452.84	30.73%	7,983.00
<b>Total Property Tax Income</b>	<b>6,109.06</b>	<b>8,823.01</b>	<b>7.2%</b>	<b>122,576.00</b>
<b>Revenue Sharing</b>				
Alcoholic Beverage Tax	0.00	0.00	0.0%	19,000.00
Cable (from State)	0.00	0.00	0.0%	40,000.00
Excise Tax (Piped Natural Gas)	0.00	404.00	3.85%	10,500.00
Franchise Tax (Electric Power)	0.00	3,416.00	2.85%	120,000.00
Sales & Use Taxes	2,936.00	2,936.00	7.34%	40,000.00
Telecommunications Tax	0.00	1,469.61	12.25%	12,000.00
<b>Total Revenue Sharing</b>	<b>2,936.00</b>	<b>8,225.61</b>	<b>3.41%</b>	<b>241,500.00</b>
<b>Total Revenues</b>	<b>22,910.41</b>	<b>59,758.21</b>	<b>13.66%</b>	<b>437,576.00</b>
<b>Expense</b>				
<b>Operating Expenditures</b>				
Tax Collection Fee	79.41	85.57	4.96%	1,725.00
Contingency	0.00	0.00	0.0%	20,800.00
Advertising - Clerk	0.00	0.00	0.0%	800.00
Annexation Expense	0.00	0.00	0.0%	4,000.00
Annual Retreat	0.00	0.00	0.0%	2,000.00
Books & Literature	0.00	0.00	0.0%	600.00
Dues and Subscriptions	0.00	5,321.00	42.91%	12,400.00

<b>Election Expense</b>	0.00	0.00	0.0%	10,500.00
<b>Insurance - Liability</b>	0.00	7,851.78	81.79%	9,600.00
<b>Insurance - Workmen's Comp</b>	0.00	470.00	58.75%	800.00
<b>Land Maintenance</b>	0.00	0.00	0.0%	3,000.00
<b>Master Plan (incl. survey)</b>	0.00	0.00	0.0%	5,000.00
<b>Town office Maint.</b>	119.85	239.70	13.32%	1,800.00
<b>Misc town office</b>	0.00	188.76	7.87%	2,400.00
<b>Newsletter</b>	0.00	2,573.00	39.59%	6,500.00
<b>Office Expense</b>				
<b>Office Equipment Repairs</b>	0.00	0.00	0.0%	1,000.00
<b>Office Equipment</b>	0.00	112.37	5.62%	2,000.00
<b>Awards</b>	0.00	0.00	0.0%	500.00
<b>Electronic Commun (Tele/RR)</b>	214.64	1,297.92	27.04%	4,800.00
<b>Office Supplies</b>	0.00	231.37	7.71%	3,000.00
<b>Total Office Expense</b>	214.64	1,641.66	14.53%	11,300.00
<b>Postage and Delivery</b>	41.56	83.56	11.94%	700.00
<b>Rent</b>	1,330.00	5,230.00	26.15%	20,000.00
<b>Seminars</b>	0.00	150.00	7.5%	2,000.00
<b>Travel &amp; Entertainment</b>	386.09	778.97	25.97%	3,000.00
<b>Utilities- Temp. Town Hall</b>	266.05	570.74	14.27%	4,000.00
<b>Welcome Committee</b>	0.00	0.00	0.0%	1,000.00
<b>Total Operating Expenditures</b>	2,437.60	25,184.74	20.32%	123,925.00
<b>Gen. Govt. Salaries</b>				
<b>Admin. Assistant</b>	371.25	1,308.75	41.95%	3,120.00
<b>Allowance for Salary Adjustment</b>	0.00	0.00	0.0%	46,355.00
<b>Mayor</b>	0.00	1,200.00	25.0%	4,800.00
<b>Mayor Protem</b>	0.00	750.00	25.0%	3,000.00
<b>Council Salary</b>	0.00	1,800.00	25.0%	7,200.00
<b>Clerk Salary</b>	2,635.50	7,942.75	25.46%	31,200.00
<b>Finance Officer Salary</b>	1,066.14	3,020.73	38.14%	7,920.00
<b>Payroll Taxes</b>	813.95	2,463.64	24.89%	9,900.00
<b>Payroll exp - Unemployment</b>	0.00	0.00	0.0%	120.00
<b>Fringe Benefits - Insurance</b>	1,090.00	1,631.52	13.6%	12,000.00
<b>Fringe Benefits - Retirement</b>	2,179.93	2,685.83	58.64%	4,580.00
<b>Total Gen. Govt. Salaries</b>	8,156.77	22,803.22	17.52%	130,195.00
<b>Planning &amp; Zoning</b>				
<b>ETJ costs</b>	0.00	0.00	0.0%	1,000.00
<b>Administration (COG)</b>	0.00	0.00	0.0%	8,000.00
<b>P/Z Admin. Salary</b>	5,769.24	15,384.64	30.77%	50,000.00
<b>Planning &amp; Zoning Board Salary</b>	798.00	798.00	17.58%	4,540.00
<b>Advertising</b>	0.00	0.00	0.0%	1,800.00
<b>P/Z Office Expense</b>	12.00	68.81	5.73%	1,200.00
<b>Planning/Zoning Expense</b>	260.44	318.36	39.8%	800.00
<b>Total Planning &amp; Zoning</b>	6,839.68	16,569.81	24.61%	67,340.00
<b>Professional Fees</b>				
<b>Accounting</b>	0.00	0.00	0.0%	3,400.00
<b>Engr. Consulting</b>	196.25	3,320.05	36.89%	9,000.00
<b>Legal Fees</b>	0.00	1,663.80	3.47%	48,000.00

Security	0.00	0.00	0.0%	1,116.00
<b>Total Professional Fees</b>	196.25	4,983.85	8.1%	61,516.00
Parks & Recreation	0.00	3,986.15	79.72%	5,000.00
Public Safety	0.00	0.00	0.0%	4,000.00
Transportation Study	116.25	302.25	0.8%	38,000.00
<b>Capital Outlay</b>				
Computer Equip.	0.00	0.00	0.0%	3,600.00
Furniture & Equipment	0.00	0.00	0.0%	2,000.00
Software	0.00	0.00	0.0%	2,000.00
<b>Total Capital Outlay</b>	0.00	0.00	0.0%	7,600.00
<b>Total Expense</b>	17,746.55	73,830.02	16.87%	437,576.00
<b>Excess of Rev. over Exp.</b>	<u>5,163.86</u>	<u>-14,071.81</u>	<u>100.0%</u>	<u>0.00</u>

Balance Sheet	<u>Oct 31, 08</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Fifth Third Bank Checking	12,908.42
Fifth Third Bank Money Market	728,317.81
CD Ded land 5th3rd 11.02.09.	78,512.55
CD Ded land 5th3rd 11.02.09 4%.	78,512.54
CD 5th3rd 4%,11.30.09 .670	91,411.99
CD 5th3rd,4%, 11.30.09 4%.718	91,411.99
Citizens South CD Bldg 11.09.09	233,843.28
BB&T CD 01.23.10-3.84%	300,000.00
CD 4.45% 09.06.09	110,021.47
Petty Cash Fund	50.00
<b>Total Checking/Savings</b>	1,724,990.05
<b>Accounts Receivable</b>	
Misc. Fees Receivable	774.44
<b>Total Accounts Receivable</b>	774.44
<b>Other Current Assets</b>	
Prepaid Exp.	850.00
Property Tax Rec.	3,828.00
Allowance for Doubtful Accounts	-960.00
Sales Taxes to be Received	
<b>Total Sales Taxes to be Received</b>	352.12
<b>Total Other Current Assets</b>	4,070.12
<b>Total Current Assets</b>	1,729,834.61
<b>Fixed Assets</b>	
Land	55,757.91
Office Equipment	13,569.26
Accumulated Deprec.	-10,952.36
<b>Total Fixed Assets</b>	58,374.81
<b>TOTAL ASSETS</b>	<u>1,788,209.42</u>

**LIABILITIES & FUND BALANCE**

**Liabilities**

**Current Liabilities**

Escrow from Developers	45,076.00
Deferred Revenue	2,868.20
Payroll Liabilities	<u>568.23</u>
<b>Total Current Liabilities</b>	<u><b>48,512.43</b></u>

**Fund Balance**

Fund Bal. inv. in Fixed Assets	58,374.81
Fund Balance	1,304,525.62
Reserved for Parks & Recreation	157,025.09
Unres., Designated for Town Hall	233,843.28
Excess of Rev. over Exp.	<u>-14,071.81</u>
<b>Total Fund Balance</b>	<u><b>1,739,696.99</b></u>

<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u><b>1,788,209.42</b></u>
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b. Presentation of Planning and Zoning Report by Joshua Langen  
 Seven permits were issued in October; he continues to work on bonds. Two roads are ready to be accepted by DOT in Kings Grant. Croffut asked about the situation at Aston Properties regarding U-turns and if additional curbing is needed. This should improve when road improvements are completed; flexible poles may help. Ray Davis noted the lanes at Waxhaw Indian Trail Road and on Hwy. 84 are narrow, and farmers can hardly get through. Langen is working on complaints regarding a food vendor and should be taking action in a couple of days.

**6. DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2008-14, SUPPORTING NEW TOWN ROAD/CUTHBERTSON ROAD INTERSECTION IMPROVEMENTS**

Bennett said John Underwood at DOT asked for this resolution of support. Ray Davis expressed concerns that the Union Methodist Church parsonage not lose any of their land from the changes. Pierce asked if we had seen any sketches as to what the improvements would look like; we have not. Bennett will do a letter to go with the Resolution requesting that the church not be affected by the improvements. Croffut made a motion to approve Resolution 2008-14, (incorporated herein) with a cover letter that it not affect the Union UMC parsonage. Pierce seconded the motion.

The motion passed unanimously.

**VILLAGE OF WESLEY CHAPEL RESOLUTION 2008-14  
SUPPORTING NEW TOWN ROAD/CUTHBERTSON ROAD  
INTERSECTION IMPROVEMENTS**

**WHEREAS**, the Village Council of the Village of Wesley Chapel is concerned for the safety, health and welfare of the citizens of the Village of Wesley Chapel as well as for those who visit our Village; and

**WHEREAS**, the Village Council recognizes that along with the new schools, daily commuters, school buses, and large tonnage truck traffic using New Town Road and Cuthbertson Road, there is a great and visible need to improve the intersection, and

**WHEREAS**, considering the current design of the intersection it poses a danger for serious accidents, and

**WHEREAS**, realignment of the intersection would improve the safety for travelers, and

**WHEREAS**, the construction of left turn lanes on New Town Road and Cuthbertson Road would also improve safety at the intersection.

**NOW THEREFORE BE IT RESOLVED**, that the Village Council of the Village of Wesley Chapel requests that the North Carolina Department of Transportation assist the Village Council and residents and businesses and others traveling these streets in funding and constructing improvements to the intersection of New Town Road and Cuthbertson Road.

This the 10<sup>th</sup> day of November, 2008.

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Tracey Clinton, Mayor

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Cheryl Bennett, Clerk

**7. DISCUSS AND VOTE ON WORKING WITH WINGATE  
UNIVERSITY MARKETING CLASS DURING SPRING 2009 SEMESTER TO  
GET INSIGHT AND PERSPECTIVE ON BRANDING FOR WESLEY  
CHAPEL**

Mayor Clinton spoke to the Professor at Wingate regarding the Marketing MBA class which meets in Matthews. They worked with Mineral Springs and Marshville; Mayor Becker felt they got a lot out of it. There is no charge; we would give them our history and master plan, and they would interview council. They would divide into three different groups and plans. They would work on overall branding of the community. Bradford made a motion to move forward

with the Wingate University marketing class on branding; Horvath seconded the motion.

The motion passed unanimously.

8. ACCEPT RESIGNATION AND MAKE NEW APPOINTMENT OF ONE MEMBER TO PARKS AND REC COMMITTEE

Lisa Hall resigned from the Parks and Rec Committee. Mayor Clinton appointed Mike Giamio from Wesley Oaks to the Committee.

9. ANNOUNCE OPENINGS FOR SAFETY COMMITTEE

We have two regular and two alternate position openings on the Safety Committee; we will post it on the website. The next Safety Committee meeting will be Thursday, January 8<sup>th</sup>.

10. DISCUSS PLAN AND TIMELINE FOR BRINGING SUGGESTIONS FROM THE MASTER PLAN INTO OUR LAND USE PLAN AND ORDINANCES

Mayor Clinton noted we accepted the Master Plan but haven't implemented it into our ordinances. Langen said the approach of having committees is a good idea. Pierce asked about the conflicts of one home per acre and the rural feel, and should we start there, and with transportation and have some workshops and engage the public. The Mayor felt we had the surveys, and have Park and Rec and Downtown Committees going, and didn't feel like we needed more public input. Since Planning Board has other tasks, it was decided to get a couple of Council members and a couple of Planning Board members to work on these four issues: conservation subdivisions, tree save ordinance, anti monotony ordinance; and sustainable agricultural zones. Langen said we have a standard land use plan and can do overlay districts with incentive driven regulations. Going through the conditional use process will provide scrutiny, and then when you feel comfortable with it you can make it mandatory or right by use. Langen will be part of this group, Council representatives will be Mayor Clinton and Pierce, and we will solicit some Planning Board members. The Committee will meet twice a month with homework for up to a year.

11. UPDATE ON LARTP

Horvath provided handouts on the Local Area Regional Transportation Plan group, the website is [www.lartp.org](http://www.lartp.org). Participants are Marvin, Waxhaw, Weddington and Wesley Chapel, with COG and MUMPO and Martin/Alexiou/Bryson and Clarion Associates. Funding includes \$80,000 from MUMPO and up to \$30,000 from each municipality. The recent workshops included a presentation and interactive questions getting at different aspects of transportation, with immediate feedback. Breaking into small groups we looked at maps and indicated problem areas. They are getting traffic counts, and are moving on to planning.

12. OTHER BUSINESS

Bradford reported Union Power is working on locating a new line, their consultant recently stopped by our office and talked with Langen. There is a wide area within which they may locate the new line.

Croffut made a motion to cancel our December 8<sup>th</sup> meeting, and just meet on December 16. Bradford seconded the motion.

The motion passed unanimously.

Bradford received notice from COG of a lunch with elected officials Wednesday December 10 at 8am at the Hilltop Bistro, in Monroe.

Horvath reported that there will be an article in the County Edge about the status of our post office request. Horvath met with John Hill from the district USPS office, and will report at the next meeting on options.

Mayor Clinton will bring to the next meeting the formalized letter regarding the County land use plan.

Bennett reported the Board of Adjustment hearing will continue here at the church on November 12 at 7 pm.

12. COUNCIL COMMENTS

The Union County Partnership for Progress will have a meeting on November 19 at 10 am at Wingate University regarding a new business park in the County.

Hampton Meadows is going to small claims court on November 18 at 10:30 am to request funds for immediate road repairs.

Cuthbertson Middle and High Schools are arranging meetings with parents and working on items such as mascots and school colors, there are ballots on their website.

14. ADJOURNMENT

Horvath made a motion to adjourn; Pierce seconded the motion.

The motion was approved unanimously.

The meeting was adjourned at 8:05 pm.

Respectfully submitted,

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Cheryl Bennett, Clerk

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Mayor Tracey Clinton