

**VILLAGE OF WESLEY CHAPEL**  
**PARKS & RECREATION REGULAR MEETING MINUTES**  
December 15, 2014 – 7:00 P.M.  
6490 Weddington Road, Wesley Chapel, N.C. 28104

**Committee Members Present:** John Lepke, Julie Brown, Jerry Davis

**Committee Members Absent:** Chair Pat Utley, Alternate Gayla Adams

**Staff:** Town Administrator/Clerk; Cheryl Bennett, Administrative Assistant; Lynell Hillhouse

**Liaisons:** Council Member Mike Como

**Liaison Absent:** Council Member Elaine Rosoff

**Others Present:** None

**CALL TO ORDER/DETERMINATION OF QUORUM**

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

**ADDITIONS, DELETIONS, AND / OR ADOPTION OF AGENDA**

An item named Christmas Event was added to the agenda in New Business as agenda item #7.

Mr. Lepke motioned to approve the agenda with the addition of Item #7; Ms. Brown seconded the motion.

The motion passed unanimously.

**APPROVE MINUTES FROM 11/17/2014 MEETING**

Mr. Davis motioned to approve the November 17, 2014 minutes; Ms. Brown seconded the motion.

The motion passed unanimously.

**PUBLIC COMMENTS**

No-one was present to make public comments.

**OLD BUSINESS**

**EAGLE SCOUT PROJECTS**

Council Liaison Como reported to the Committee that at the last Town Council meeting the Council had unanimously agreed to keep the location of the proposed staircase at Dogwood Park as is. The location of the proposed staircase is currently in the middle of the hill. The Parks and Recreation Committee proposed to the Council that the location be more to the side, closer to the woods.

The Parks and Recreation Committee unanimously opposed the decision of the Council, stating they felt it was a critical mistake and would change the landscape of the Master Plan for the park. The Committee asked Council Liaison Como to add this to the upcoming 01/12/2015 Town Council meeting as an agenda item for further discussion.

Council Liaison Como reported Eagle Scout Dustin Cheney was wanting to install a handicap accessible picnic pad and was currently in the planning stages of this project. It was also reported that Eagle Scout Cameron Michael was hoping to install screening around the Porta- Jon location at the park. Ms. Brown made mention she would like to see creativity with upcoming Eagle Scout projects and to be open to conducting projects not only in the park but also at the Town Hall facility.

## **NEW BUSINESS**

### **FISHING PIER KIOSK**

Council Liaison Como informed the Committee there would be no charge for the kiosk including kiosk installation. Council Liaison Como will be checking with Town Planner Bill Duston regarding signage permits. Fishing Rules and Regulations would be clearly displayed on one side of the kiosk with the alternate side made available to add additional information as needed.

### **DOG PARK OPENING**

The Committee received a proposed set of dog park rules and regulations from the Town's Risk Management Field Consultant, Amy Whisnant, CSP. After review of the proposed rules the Committee made change to #8- *Children under the age of 8 years old are not permitted in fenced in area for safety reasons* to read as follows; *Children under the age of 12 years old are not permitted in fenced in area for safety reasons.*

Mr. Lepke made a motion to submit the proposed dog park rules and regulations submitted by Amy Whisnant, CSP with the above mentioned change to the Council for their approval with the condition these are preliminary rules and regulations and can be amended as needed; Ms. Brown seconded the motion.

The motion passed unanimously.

*A copy of the proposed dog park rules and regulations with suggested change is attached to this minutes and therefore incorporated herein.*

Council Liaison Como showed the Committee the waste stations and bags that had arrived which would be installed in both the park and dog park areas. Discussion then took place regarding holding a soft opening or not for the dog park with consensus being reached that approval of the dog park rules and regulations was needed from the Council prior to any type of opening.

Ms. Brown stated she would be supplying the local Girl Guide troop that has been working on business sponsorships with a list of local businesses she herself has had contact with for potential sponsorship opportunities. Sponsorship recognition could be placed on the back of the waste bags used at the dog park.

### **2015 VOLUNTEER DAY SCHEDULE**

Mr. Lepke suggested to the Committee to hold volunteer days the Saturday after each Park and Recreation Committee meeting. The Committee agreed upon this date and would like to advertise the

2015 Volunteer schedule in multiple ways such as Town website, fliers, local newspapers, and posting dates at Dogwood Park.

### **PARK MAINTENANCE CONTRACT BIDDING**

Council Liaison Como informed the Committee that the Council had not yet reached a decision regarding Town maintenance bids. The consensus of the Committee was to have two different contracts; one for the Park and one for the Town Hall. Mr. Lepke stressed the urgency for the Council to make this decision due to time constraints and maintenance needing to be done at the park in the near future. The consensus of the Committee was to make sure all relevant services would be included in the park maintenance bid to fairly compare costs of a hiring a company or hiring a part time employee to maintain the park. They would like this matter of urgency brought to the Council's attention at the 1/12/15 Town Council meeting.

### **2013-14 GENERAL FUND SURPLUS (20% ALLOCATED TO COMMUNITY CENTER)**

Town Administrator Bennett informed the Committee that currently \$51,348.00 from the 2013/14 fund balance was allocated for the potential Community Center and over \$17,000 from Fees in Lieu of Park Land was allocated for Parks and Recreation use. The amounts will continue to roll over until usage. Ms. Bennett reminded the Committee that the Council can formally alter the project, the funds do not have to be used strictly to construct a Community Center.

Mr. Lepke informed the Committee that the Village of Wesley Chapel PARTF contact, Vonda Martin was moving. He stated it was imperative to establish a relationship with her replacement as soon as the position was filled.

Continuing to apply for smaller grants had been highly recommended by Ms. Martin to which the Committee agreed they would continue to do. The Committee did reach the consensus that the first step would be to survey residents then to establish a list of priorities along with budget expenses.

### **ADOPT 2015 MEETING SCHEDULE**

Mr. Lepke motioned to approve the 2015 Park and Recreation meeting schedule with the change of date from 02/16/2015 to 02/02/2015 due to office being closed in observance of President's Day; Ms. Brown seconded the motion.

The motion passed unanimously.

### **CHRISTMAS EVENT**

Council Liaison Como reported to the Committee that a profit of approximately \$2500.00 was made at the recent Christmas in the Park event. All money was specifically allocated for a band shell in the amphitheater area. Due to bad weather only approximately seven or eight vendors attended the event. Discussion took place regarding future events adding an alternate date for weather, potential credit offered to vendors that did attend or possible reimbursement of vendor fees for those who did not attend. The event was stated as a rain or shine event and the Committee does feel valuable lessons were learned for future events.

**COMMITTEE COMMENTS**

None were given.

**ADJOURNMENT**

Mr. Lepke motioned to adjourn the meeting; Mr. Davis seconded the motion.

The motion passed unanimously.

The meeting adjourned at 8:23 p.m.

Respectfully submitted:

*s/ Lynell Hillhouse*  
Lynell Hillhouse, Secretary

*s/ Pat Utley*  
Pat Utley, Chair

Approved: January 19<sup>th</sup>, 2015.

### **DOG PARK RULES AND REGULATIONS**

1. Park users and dog owners assumes all risks when using the dog park.
2. Owners must remain with their dog(s) at all times and carry a leash in fenced areas.
3. Owners must immediately remove feces using the plastic bags and garbage receptacles provided.
4. Dogs must have current vaccinations, and must wear a collar with current dog license, rabies certification, etc. Dog I.D. tags are not encouraged.
5. Dogs must be removed at first sign of aggression to other dogs or humans.
6. Dogs in heat are prohibited.
7. Dog handlers must be at least 16 years of age or older.
8. Children under the age of 12 years old are not permitted in fenced in area for safety reasons.
9. Dog must be leashed prior to entering and immediately upon leaving the fenced area.
10. No pronged, training collars, or choke chains allowed.
11. Digging is prohibited.
12. No glass containers of any kind are permitted in the park.
13. Food for humans and/or pets is prohibited. An exception is for “one gulp” treats, which are permitted. No bones, chewed treats, etc. are allowed.
14. Never allow your dog to chase children or others.
15. All children must be supervised carefully.
16. Violators are subject to removal and /or exclusion from the dog park.
17. The dog park is closed when park personnel are conducting maintenance. The park must be vacated during park maintenance.