

VILLAGE OF WESLEY CHAPEL
SAFETY COMMITTEE SPECIAL MEETING MINUTES
June 25th, 2015 – 7:00 P.M.
6490 Weddington Road, Wesley Chapel, N.C. 28104

Committee Members Present: Chair; Jim Dale, Chauncey Bowers and Carol Mullis.
Committee Members Absent: Tessie Morris and Marty Kohlmeier
Staff: Administrative Assistant; Lynell Hillhouse, Officer Brandon Wicker
Liaisons: Council Member Becky Plyler
Guest Speakers: Lieutenant William Thompson, Spencer Lewis (Target Representative)

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

Mr. Bowers made a motion to approve the agenda; Ms. Mullis seconded the motion.

The motion passed unanimously.

GUEST INTRODUCTION

Chair Dale invited all guest speakers, committee members and staff to introduce themselves briefly.

BUSINESS AND COMMUNITY PARTICIPATION FOR NATIONAL NIGHT OUT EVENT

Chair Dale informed the committee that he has had previous meetings with Lt. Thompson and Mr. Lewis regarding community participation for the National Night Out event that is being held in the Wesley Chapel Target parking lot on August 4th at 7:00 p.m.

Chair Dale reviewed three (3) documents he had devised to send out to the community to promote the event as successfully as possible. The addition of the Village telephone and fax numbers along with a cut-off date of July 21st, 2015 on the return business participation form was noted.

A consensus was reached by the committee to hand deliver letters to retail businesses and email letters to home based businesses promoting the event seeking involvement and/or donations for National Night Out. A current list of HOA's and contact information was asked to be provided to the committee from staff.

Administrative Assistant Hillhouse reminded the committee there were currently two vacant alternate positions on the Safety Committee and suggested to promote the vacant positions at the event.

Chair Dale stated to the committee he would like to highlight Target as a partner with the Village of Wesley Chapel highlighting their current and past support of the event.

As ADT Home Security is a national sponsor of the event Chair Dale informed the committee he will reach out to them for assistance and participation at the event.

EVENT ACTIVITIES

A variety of ideas for activities were discussed by those present. The idea of a water dunk tank was made mention. Administrative Assistant Hillhouse will check into insurance stipulations and report back to Chair Dale.

Ms. Mullis requested that Chick-fil-A be notified in advance not to use the t-shirt launcher they have used at previous events for the safety of those in attendance. Face painting and water balloon toss activities were also suggested by various committee members.

Mr. Lewis was asked to approach Target in assisting with small activity items such as water balloons, side walk chalk for the event. In addition Target was asked to supply small bottle water, popsicles, trash cans, ice, and pre-packaged foods for distribution at the event.

Chair Dale and Ms. Mullis agreed when meeting with local churches to offer the opportunity for their organization to host an activity or two at the event. It was suggested to also ask Committee Member Kohlmeier who was absent at the meeting to offer activity opportunities to the local school organizations for community service hours.

Lieutenant Thompson stated that McGruff the Crime Dog may not be in attendance due to the weather and a decision would be made prior to the event.

NNO BUDGET

Chair Dale reviewed the budget for the event with the committee stating there was approximately \$800.00 allocated for the event. It was added that Chair Dale did contact Target to seek assistance in some kind of customer mailing but has yet to hear a response on this request.

Ms. Mullis asked if gift baskets would be raffled at the event and pointed out contact information would need to be supplied to reach out to winners to collect items if they are not present at the drawings.

STAGING AREAS AND SCHEMATIC LAYOUT

Chair Dale shared a potential layout of the event with the committee and guests. It was agreed a small staging area for public announcements was necessary along with allocating enough room

for emergency vehicles to enter and exit the area. Additional areas for event activities and local business promotion was also necessary.

Council Liaison Plyler made a recommendation to invite Sheriff Cathey to speak at the event along with Mayor Horvath.

Mr. Bowers offered to be responsible for the staging and schematic layout of the event.

ADJOURNMENT

Mr. Bowers motioned to adjourn the meeting; Ms. Mullis seconded the motion.

The motion passed unanimously.

The meeting adjourned at 8:16 p.m.

Respectfully submitted:

Lynell Hillhouse
Lynell Hillhouse, Secretary

Jim Dale
Jim Dale, Chair

Approved on: July 16th, 2015.