

VILLAGE OF WESLEY CHAPEL
PARKS & RECREATION COMMITTEE
REGULAR MEETING MINUTES
July 20, 2015 – 7:00 P.M.
6490 Weddington Road, Wesley Chapel, N.C. 28104

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

Committee Members Absent: Jerry Davis

Staff: Administrative Assistant; Lynell Hillhouse

Liaisons: Mayor Pro Tem; Mike Como, Council Member Elaine Rosoff

CALL TO ORDER/DETERMINATION OF QUORUM

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

Secretary's note: Ms. Brown arrived to the meeting at 7:05 p.m.

Council Liaison Rosoff arrived to the meeting at 7:10 p.m.

PUBLIC COMMENTS

No one was present for public comments.

ADDITIONS, DELETIONS, AND / OR ADOPTION OF AGENDA

Mr. Lepke made a motion to approve the agenda with the following additions;

Unfinished Business

c. Geocaching Update

New Business

d. National Night Out Event

e. Budget review

f. Fall park event

g. Dog flu information

Ms. King seconded the motion and the motion passed unanimously.

APPROVE MINUTES FROM 5/18/2015 MEETING

Mr. Lepke made a motion to approve the May 18, 2015 minutes with the following amendment to page 187- 2015/16 FY Budget motion which passed unanimously to read as follow;

“Ms. King made the motion to prioritize completing the Dogwood Park amphitheater in the 2015/16 fiscal year and then to re-address and prioritize the remaining projects pending citizen survey results.” Ms. Brown seconded the amended motion.

The motion passed unanimously.

SCOUT PROJECT REVIEW

Ben Godby was present to seek direction from the committee regarding the design and placement of the monument sign he was completing for his Eagle Scout project.

A consensus was reached by the committee to include the image of the Village seal on the left side of the sign but omitting the pictures located within each dogwood petal keeping the wording Village of

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Wesley Chapel Est. July 15, 1998 around the petal. "Welcome to Dogwood Park" would then be located on the remainder of the monument sign. The sign would measure 4 feet in height and 6 feet in width and placement will adhere to permitting rules and regulations. Council Liaison Como was assisting Ben with the permitting process. To assist Ben in funding the project the committee suggested he approach WCFOPR for a donation and/or seek the council's approval for possibly matching funds raised with the Parks and Recreation endorsement of doing so.

Administrative Assistant Hillhouse will forward a digital image of the seal to Ben for use on the monument sign.

Ms. Utley discussed with the committee the topic of having a committee member responsible for maintaining an ongoing spreadsheet of scout projects to include completed, current and potential projects.

Council Liaison Como then informed the committee that the council agreed to allow the Parks and Recreation Committee approve all scout projects, no longer needing council approval. In turn, he did recommend to update the council on major projects approved by the committee to the council.

Council Liaison Rosoff expanded on what the council is looking for list wise from the committee to stay informed. Ms. King added to the conversation by stating such a list would be necessary for future grant applications and offered to be responsible for this agenda item.

Council Liaison Como updated the committee on the completion of the staircase, water stations and pergola bench projects. He then proposed a project from Bennett Strange who could not attend the meeting. The proposal consisted of constructing lattice work screening around three side of the Porta-Jon area, leaving the left side by the sidewalk open using materials currently on site.

Ms. Pierson made a motion to accept Bennett Strange's Eagle Scout project proposal of constructing screening around the Porta-Jon area, using materials currently onsite as presented by Council Liaison Como; Ms. Utley seconded the motion.

The motion passed unanimously.

Hunter Bryce could not be present at the meeting and asked Council Liaison Como to present his proposal to erect fencing along Weddington Road by the power line easement and new trail under construction as his Eagle Scout project. Council Liaison Como informed the committee he acquired split rail fencing materials for free from a location in Concord that he and his daughter disassembled, and transported to the park which could be used for this project. Discussion then took place regarding the placement of the fencing. Due to the addition of the new trail and resident feedback of no currently shaded picnic areas, Mr. Lepke stated to the committee he felt there were now several opportunities to include benches and/or picnic areas in shaded areas.

Mr. Lepke made a motion to approve the fencing project proposed by Hunter Bryce allowing him to use materials currently on site to erect fencing along Weddington Road by the power line easement and the new trail as well as extending the current fence between the dam and detention pond; Ms. King seconded the motion.

The motion passed unanimously.

Ms. Brown confirmed that the emergency sirens located at WCAA field were operable when asked by Ms. King.

UNFINISHED BUSINESS

TRASH CANS FOR REMOTE AREAS WITHIN PARK

Council Liaison Como questioned who would be emptying the remote trash cans around the park if the committee were to move forward with this idea. Upon surveying local municipalities he relayed the fact they have dumpsters placed in parking lots areas to encourage people to take their own trash to the dumpsters available.

Discussion took place about the responsibility falling under a maintenance employee in the future. It was recommended to compile a list of duties for such a position, Ms. Pierson accepted responsibility of this item and would receive a list of current duties Council Liaison Como performs that could be included in such duties. Additionally Ms. Pierson will research park maintenance positions with local municipalities for comparison.

The committee reached the consensus not to move forward with the purchase of trash cans for remote areas at this time.

PROJECT/PRIORITY LIST FOR PARK

An overview of the initial Dogwood Park rendering and amenities was given by Mr. Lepke. He further explained that due to budget constraints projects were eliminated from the initial rendering and prioritized based on citizen feedback from the Village initial survey that was conducted at that point in time. In time, the committee would like to see the eliminated items such as playground, bathrooms, monument sign, and recreation center added back into the park design. Prioritizing such items would be reliant upon funding. Mr. Lepke would like the Village to apply for PARTF grants when available. Currently the amphitheater is partially constructed and the committee agreed they would like to see the completion of the amphitheater by the addition of a roof. It was noted that the term band shell was an alternate name to call the amphitheater.

Mr. Lepke made a motion to recommend to council that they move forward with a RFP of a band shell to complete the amphitheater to as designed specifications and to be paid out of existing budget funds; Ms. King seconded the motion.

The motion passed unanimously.

Mr. Lepke suggested to prioritize the remaining projects when feedback was received from the proposed citizen survey along with projects that were eliminated from the initial park rendering.

GEOCACHING UPDATE

Ms. King explained to the committee she was contacted by a council member with enquiries about the geocaching status to which Ms. Utley responded she too had been contacted and assisted the council member with her inquiry with instructions on how to download the application.

NEW BUSINESS

PARK SPONSORSHIP

Mr. Al Bigley was present to ask the committee about advertising opportunities promoting his mobile personal fitness business via sponsorship opportunities at Dogwood Park. Mr. Bigley noted the current doggy bag kiosks and the fact two of the kiosks are currently sponsored by Carolina Pets Animal Hospital and how he could do the same.

Mr. Lepke made mention of the currently adopted Village Sponsorship and Naming Policy which was included in the agenda packets. Mr. Bigley was given a hard copy of the policy and was asked to review and complete the application according to the policy guidelines.

DOGWOOD PARK FOUNTAIN POWER CORD

Council Liaison Como updated the committee that he had requested a new pump for the fountain due to the current pump overheating on the second day after installation.

The current power cord used for the fountain is 100 feet in length but needs to be 200 feet. The cost of a 200 foot cord is \$1569.29. The two options that were presented were to use the 100 foot cord and have the fountain not located in the center or to seek the council's approval in purchasing the 200 foot cord. Discussion took place between the committee on the appropriate budget line item to potentially use if they would like to locate the fountain in the middle of the pond.

Mr. Lepke made a motion to move \$1569.29 from Parks and Recreation Capital Outlay-Landscaping plants to fund the purchase of a 200 foot cord to allow the relocation of the fountain; Ms. Brown seconded the motion.

The motion passed unanimously.

FENCING, TRAIL CLEARING AND GRAVEL QUOTES NEEDED

Council Liaison Como explained to the committee the council had a specific comparison request they would like conducted. They would like to see a cost comparison of having fencing, trails clearing and gravel work completed at the park by professional vs renting a bobcat and doing the work on a volunteer basis.

Ms. Utley volunteered to research and seek a professional estimate for 100 yards of split rail fencing. At the direction of Mr. Lepke, Administrative Assistant Hillhouse will research past invoices from J.L. Davis Landscaping on past trail clearing and gravel work done at the park to submit for trail clearing and gravel comparisons.

NATIONAL NIGHT OUT EVENT

Ms. King made mention of the upcoming National Night Out event the Safety Committee was hosting. She thought it would be a great opportunity to attend the event as a committee to help promote the Parks and Recreation committee and also the need for one (1) regular and two (2) alternate opening positions to serve on the committee.

Administrative Hillhouse informed the committee she had made this request to the Safety Committee at their previous meeting and confirmed the event date, time and location.

BUDGET REVIEW

Ms. King stated she would like to see a budget review included on the monthly agenda to remain updated on projects. The items to include in the budget review would be the Village Budget, Fund Balance sheet and the Budget Performance figures to date and be emailed with the agenda packet prior to the meeting. Ms. King added she would like to start budget preparations in December or January for the upcoming fiscal year.

FALL PARK EVENT

Ms. King asked to table this item to the next regularly scheduled meeting.

DOG FLU INFORMATION

Council Liaison Rosoff stated she would like a way of communicating the issue of dog health and wellness to park patrons. Concerns about the current dog flu spreading were discussed.

Ms. King offered to approach Carolina Pets Animal in the hopes of receiving a brief blurb that could be laminated and placed at the water station to educate and inform the public.

COMMITTEE COMMENTS

Ms. Pierson read an article that was published in the Union County Weekly newspaper promoting Dogwood Park.

Mr. Lepke stressed the importance of recruiting volunteers for the upcoming volunteer work day on July 25th, 2015.

COUNCIL LIASION COMMENTS

Council Liaison Como briefed the committee on some potential Village projects that were in discussions stages only. Projects mentioned were a potential development located on the corner of Antioch Church Road and Weddington Rd and a potential interested party in the 2.5 acres of property owned by the Village behind 209 Central.

He concluded his comments by showing the committee the new board showcasing pictures of citizens fishing and their catches. This board will be erected on the rear of the current fishing wildlife sign.

ADJOURNMENT

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

The motion passed unanimously.

The meeting adjourned at 9:34 p.m.

Respectfully submitted:

s/ Lynell Hillhouse
Lynell Hillhouse, Secretary

s/ Pat Utley
Pat Utley, Chair

Approved: August 17th, 2015.