

VILLAGE OF WESLEY CHAPEL
SPECIAL COUNCIL MEETING MINUTES
WESLEY CHAPEL TOWN HALL
6490 Weddington Road, Wesley Chapel, NC 28104
May 2, 2017 – 7:00 PM

The Village Council of Wesley Chapel, North Carolina met in the Town Hall at 6490 Weddington Road, Wesley Chapel, North Carolina.

Council Present: Mayor Kapfhammer, Mayor Pro Tem Kenary, Council Members Como, Rodriguez and Kaperonis (arrived at 7:12 pm)

Others Present: Clerk/Finance Officer Cheryl Bennett

1. Call to Order, Pledge of Allegiance, Invocation
Mayor Kapfhammer led the Pledge of Allegiance and Council Member Rodriguez gave the invocation.

2. Discussion of 2017/18 Proposed Budget
The budget presented by the Finance Officer was reviewed.
Assessed tax values from Union County went up about \$30 million for real and personal property that are now at \$895,272,173 and about \$10 million for motor vehicles to \$89,401,429. With a 99 percent collection rate, total property tax income is projected at \$163,357.

Current year zoning permit revenue is high, in large part due to the three subdivisions approved; \$25,000 is estimated for next year. Engineering Fees Reimbursed revenue balances out in large part to engineering fees paid. Total fees and licenses are estimated at \$83,170. Revenue sharing amounts were based on information from the NC League of Municipalities plus local variations or trends, and are at \$404,700. Total revenues including appropriations from fund balance came to \$691,887.

Expenditures were reviewed next. Expenditures were estimated by the Finance Officer based on available information. Mayor Pro Tem Kenary asked if our landscape contract includes over seeding and aeration and fertilization; it was in our original contract, and the current contract will be sent to her for verification it is still in the amended contract. Fire ant control was in our original contract for the park but is not in the amended contract; for town hall our pest control does spot control for exterior fire ants. Town office maintenance services includes cleaning, trash, alarm company services, annual fire inspection and fire extinguisher service, and pest control as well as maintenance of the HVAC system. Estimated town hall operating expenses decreased to \$24,400.

Operating Expenditures were reviewed. Communications was proposed at \$3,000; the topic had come out as important at the last Advance, the line item would include a newsletter and any other communications. Council decided to change the budget for Communications to zero. Youth

Council Events and YLA budget requests came from the Youth Council. After some discussion Council Member Como motioned to decrease their events line item to \$2,500, and noted events were not part of their charter. The motion died for lack of a second.

Mayor Pro Tem Kenary motioned to budget \$4,500 for Youth Council events and \$1,500 for Youth Council Youth Legislative Assembly. Council Member Kaperonis seconded the motion.

The motion passed 3-1 with Como voting nay.

Contingency is limited by law to 5% of other expenditures, and was budgeted close to the maximum at \$30,000. Funds are never spent out of contingency, but are moved to the line item in which you want to spend the funds. Last year it started at \$23,980, and at the end of March it was down to \$7,980.

The advertising line item will be retitled “Advertising – Legal Ads” and “Advertising” was removed from Planning and Zoning and consolidated under Operating Expenditures at \$1,400. The line item for Annual Retreat was discussed; Council Member Como motioned to keep the item budgeted at \$2,500 and to schedule a Retreat. Council Member Kaperonis seconded the motion.

The motion passed unanimously.

The amount for “Dues and Subscriptions” was discussed and the amount increased to \$15,700 to provide \$300 for joining the Chamber of Commerce, and \$300 for Survey Monkey, although we will wait until we need to do a survey to pay the latter. Mayor Pro Tem Kenary motioned to increase dues to \$15,700; Council Member Rodriguez seconded the motion.

The motion passed unanimously.

“Insurance – Liability” was lowered to \$10,000 from \$12,000 based on a quote just received. Board of Elections provided the amount for the municipal election. Office expenses include envelopes, binders, award certificates and holders, shredding, tax forms, batteries, QuickBooks payroll renewal, paper and ink, etc. The budget amount decreased from \$5,100 last year to \$3,300. Discussion was held on our current copier versus leasing a copier.

Mayor Pro Tem Kenary noted other towns’ partner for the County’s urban forester’s services and he had provided some info several years ago on potential changes to our ordinance relating to trees, and she motioned to budget \$3,300 for urban forester services and contract with him. Council Member Rodriguez seconded the motion. Council Member Como noted the Union Power representative will provide us services at no charge, and will do a presentation in June.

The motion was voted on with two yeas (Kenary and Rodriguez) and two nays (Kaperonis and Como); the mayor broke the tie by voting nay, stating we can wait until the June presentation. The motion did not pass, and the \$3,300 was removed from the budget.

Budget for “Seminars” was maintained at \$2,800 noting we have an election and potentially three council members attending the Essentials of Government class, likewise it may impact “Travel & Entertainment” if the class is not held locally.

Planning and Zoning expenses were reviewed. The amount for “Professional Services for N-Focus” was based on sixteen hours for a planner and eight hours for a zoning administrator

weekly, plus miscellaneous mapping services, or \$76,960. The 15 hours monthly for a code enforcement officer was pulled out to a separate line item at \$11,700. Hiring a planner employee vs. a contract employee will increase costs. Planner hours were discussed. Adding a second day for a zoning administrator to work here (in addition to the two days for the planner) will add an additional \$18,720 to the budget. Mayor Pro Tem Kenary motioned to add \$18,720 to increase the amount to \$96,000 for “Professional Services – N Focus”. Council Member Kaperonis seconded the motion.

The motion passed 3-1 with Como voting nay.

A short break was held.

The Finance Officer had increased the budget stipend for Planning Board from \$42 to \$50 per meeting, Council moved it back to the \$42 per meeting.

Council increased the amount budgeted for the “Administrative Assistant” from \$12,264 to \$12,500 based on 16 hours per week at \$15 per hour. The “Payroll Taxes” line item was increased from \$8462 to \$8480.

Mayor Pro Tem Kenary questioned if it is the role of the attorney to draft RFP’s and should the amount for legal fees be increased. We do have front end documents from the attorney, but we have to come up with the specs. The proposed amount of \$22,500 was left as is.

“Artwork” had been proposed at \$500, and some discussion was held on the subject. Mayor Pro Tem Kenary motioned to budget it at \$4,000. Council Member Rodriguez seconded the motion.

The motion passed unanimously.

Mayor Pro Tem Kenary proposed purchasing equipment to do traffic counts in the amount of \$6,000; after options were discussed, it was not budgeted. After the May meeting at which the County transportation planner will give a presentation, this can be re-visited.

Council instructed the Clerk to bring a contract for codification to the consent agenda; it is required by law in order for ordinances to be enforceable. The Mayor looked into AED’s and \$2,000 was added to “Capital Outlay” for a unit at Town Hall; he will bring it to the consent agenda. Cameras are wanted for town hall and the park. A park camera wireless system was budgeted under “Parks and Rec Capital Outlay” for \$15,000. We have one price for security cameras for the park, and the Clerk will look for additional quotes.

Public Safety “Travel/Entertainment” was budgeted at \$500 for their National Police Week event; since there is no one to coordinate it, the amount was deleted from the budget. The other Public Safety items were for National Night Out. The deputy contract was discussed. The amount for the deputy comes from the County, and is \$88,058.

\$7,125 had been budgeted for three park events, but it was noted that we don’t have an active Parks and Rec Committee, and they did not do any events anyway. Mayor Pro Tem Kenary motioned to zero out the amounts for Recreation Events. Council Member Rodriguez seconded the motion.

The motion was voted on with two yays (Kenary and Rodriguez), and two nays (Como and Kaperonis), and the Mayor broke the tie by voting yay, noting if we want to donate to FOPR, we can. The motion passed 3-2.

“Stocking of Fish” had been proposed at \$500; it was deleted. Park maintenance was discussed. An item was added for “Grounds” at \$10,000, and “Tree Services” increased to \$15,000, and the “Land Maintenance Contract” is \$22,060.

The amphitheater was discussed. Council Member Rodriguez said he got three quotes from installers for Florida, and Georgia as well as North Carolina. The unit and installation is right about \$50,000. We could apply for a PARTF grant to pay for half the cost of an amphitheater. Council felt the amphitheater was not needed, and the amphitheater and amphitheater lighting/sound system was removed from the budget, and \$30,000 was added for picnic shelters at the park.

Total general fund budget is \$692,589.

3. Adjournment

Mayor Pro Tem Kenary motioned to adjourn; Council Member Rodriguez seconded the motion.

The motion passed unanimously.

The meeting ended at approximately 10:47 pm.

Respectfully submitted,

Cheryl Bennett, Clerk

Mayor Dr. David Kapfhammer