

**VILLAGE OF WESLEY CHAPEL
PARKS & RECREATION COMMITTEE
MEETING MINUTES
July 17, 2018 - 6:30 P.M.
6490 Weddington Road, Wesley Chapel, NC 28104**

Committee Members Present: Chair John Lepke, Julie Brown, Pam King, Elaine Rosoff, Alternate Adam Brown

Council Liaison: Mike Como

Committee Members Absent: Vice-Chair Pat Utley, Jerry Davis, Wayne Todd

Others Present: Administrative Assistant Beth Leonard, Guest Jeff Barbour

Call to Order/Determination of Quorum

The meeting was called to order at 6:32 pm. A quorum was present.

Public Comments

The committee took a few minutes for introductions for the benefit of new Alternate Adam Brown and new Administrative Assistant Beth Leonard.

Additions, Deletions and/or Adoption of Agenda

Mr. Como informed the committee fishing pier repairs needed addressed. Ms. Brown motioned to amend the agenda by adding Fishing Pier to Other Business on the agenda. Ms. King seconded the motion.

The motion passed unanimously.

Approve Minutes from 06/12/2018 Special Meeting

Ms. Rosoff made a motion to approve the June 12, 2018 special meeting minutes; Ms. Brown seconded the motion.

The motion passed unanimously.

Review of Council Action Items on P&R Recommendations at 7/9/18 Council meeting

Landscaping – Council accepted the bid from Unity Lawn and Landscape for \$45,955 which starts August 1, 2018. Chair Lepke requested their contact information and will arrange to meet with Unity at the park to discuss expectations and answer questions.

Pond Maintenance – Council agreed to rebid for the pond maintenance contract and it has been posted on the village website. The deadline is July 25, 2018. The committee feels it could be beneficial to have the same contractor perform landscaping and pond maintenance as landscaping activity/treatments can impact the pond. Council will vote at its August meeting. Once the bid period is closed, bids will be sent to the committee.

Irrigation – Due to the large variance in price on irrigation system bids, Council decided pricing should be discussed with the vendors or it should be rebid. Chair Lepke feels the designer of the

system should review the contracts to determine that each bid includes a scope of work that is adequate to provide for the design. Chair Lepke will reach out to Irrigation Innovations LLC to discuss review of bids on a technical basis. There may be a cost attached to this and Chair Lepke will keep Clerk Bennett informed.

Chair Lepke questioned the status of the electrical work for the flagpole. Liaison Como reported trenching should only be done one time and once the irrigation contract is decided, trenching can be done and then electrical work can be completed. July is the start of a new fiscal year and Council will have to re-appropriate.

Status of Amphitheater Band Shell Bid Process

Chair Lepke reported he, Clerk Bennett and the architect discussed the timeline for the bid process:

- July 23 – Request for bids will go out, plans have been sent to five builders. Clerk Bennett will advertise the bid.
- July 30 – Pre-bid meeting at the park, 3:00 p.m.
- August 6 – Last day for questions, amendments, 3:00 p.m. deadline.
- August 16 – Bid deadline, 3:00 p.m.
- August 21 – Next Parks & Recreation committee meeting.

Status of Sound System Bid Process

Chair Lepke stated Clerk Bennett has all the information ready, now must wait on the Shell Bid Process first.

Progress of Pond Chemistry Monitoring

Chair Lepke updated the committee. Cuthbertson High School students have been testing the alkalinity hardness of the pond and taking photos each week to document changes. They found the pH has increased from 6.5 to 8.2 which is a result possibly of the temperature change. A recent full water analysis shows the copper is gone. Chair Lepke thought the work the students were doing was great and he would like to see an ongoing monitoring program involving students as it helps them with college admissions.

Public Information Sessions – Phase II of Wesley Chapel P&R Plan

Chair Lepke shared a draft agenda and slides for the public information sessions with the committee. He explained community input is important for grant funds. The session will cover finishing Phase I and planning Phase II. The sessions will help determine what the public wants to do and where they want it done. The committee reviewed draft slides prepared by various members which covered playgrounds – themed and traditional, stand alone restrooms versus a community center. Ms. King is meeting with Jay Tryon, Director at Crooked Creek Park in Indian Trail, to discuss costs associated with ADA playground equipment and splash pad. Mr. Todd sent slides to the members detailing a potential community center.

The committee discussed the utilization of PARTF funds and how to maximize that funding source, for example what makes a project attractive for PARTF funds, how to maximize scoring points when applying. Community input is a large factor.

Chair Lepke would like attendees at the public information sessions to have a questionnaire at the meeting to complete as ideas are exchanged and discussed. Discussion followed on how to establish a budget for the project, whether to have a separate architectural bid and construction contractor bid or combine them. Ms. Brown questioned whether the village could have two PARTF grant requests. Chair Lepke did not think there was a limitation. It was agreed all slides prepared by the members for the presentation would be collected and forwarded to Ms. King who will compile the slides into a presentation. A final review of the slides will take place at the next committee meeting on August 21, 2018. Members need to get them to her prior to that date.

Members provided dates they are available or not for the public information sessions and Chair Lepke will select dates and let Clerk Bennett know. Feedback from the public will be incorporated into the PARTF application. Liaison Como explained what Fee In Lieu funds are for the benefit of the new member and new staff. These funds can be used as matching funds in the application.

Discussion turned to promoting the meetings and the park in general and Mr. Brown stated he would be willing to help with social media. He will act as the liaison to the Communications committee. Administrative Assistant Leonard informed him the Communications committee has current openings.

Miscellaneous Dogwood Park Items to Discuss

2019 Event Dates Including Music Event

The members confirmed the regular park events include Easter, Pig in the Park and the Fall Bash. The committee discussed putting on a Christmas event called Carols, Cocoa and Carriage Rides in December. After much discussion of the timing of such an event and the impending construction of the band shell, Chair Lepke motioned this event should be postponed until December 2019. Ms. King seconded the motion.

The motion passed unanimously.

Planning of other events in 2019 was discussed. Chair Lepke would like to see the park's first music festival be held in spring or early summer. It will take close to a year to plan a successful event (allowing for alcohol permit, reserving vendors, security detail, etc.). In order to secure a beer vendor and quality food trucks, 2,000 people must attend. The yet to commence construction of the band shell was a concern for some members, though it is anticipated to be completed in early 2019. Chair Lepke stated planning for the event needs to take place while the construction is ongoing. Members discussed what would be the best date for the music festival. Members are to consider dates and bring recommendations for 2019 park events to the next meeting.

Chair Lepke will inform WCFOPR about the postponement of the Christmas event.

Labor Day/Fall Flag Raising Ceremony/WCFOPR

Electricity is needed to illuminate the newly installed flagpole, which will occur simultaneously with the irrigation system. This will not be completed by Labor Day. Targeted completion of the electrical work will be in time for the Fall Bash on October 27. The flag raising could occur at

the Fall Bash (attendance would be good) or it could occur on Veterans' Day (November 11, observed November 12 this year). It was questioned whether WCFOPR would handle this on their own.

Park Gate

Liaison Como reported repairs are needed for the park gate as a result of cars pushing the gate open to access the park after it is closed. Council discussed chaining the gate but that would require personnel to chain it each evening. The gate contractor suggested changing the style of gate to a sliding gate. It is expensive (estimated at \$30,000) but ongoing repairs to the gate are costly as well. Chair Lepke was concerned the cost was not in the budget. Ms. Rosoff stated the park needs a gate that works. The committee reached a consensus. Chair Lepke motioned to recommend to Council to accept the recommendation of the gate contractor for a sliding gate provided the expense does not come from existing budgeted park expenses. Ms. Rosoff seconded the motion.

The motion passed unanimously.

General Signage at the Park

Liaison Como noted the park does not have a sign that shows when the park closes. The members contemplated what other signs may be needed at the park, including speed limit, no swimming, park rules, gate exit (approach slowly), some type of caution or drive slowly, etc. The Information Board signs are faded. Chair Lepke will research prices and bring information back to the committee.

Scheduling Volunteer Work Day at the Park

This item was tabled until the next committee meeting.

P&R Committee Space at Town Hall

Liaison Como reported he spoke with Clerk Bennett and confirmed the committee has access to a large closet at the town hall and is currently utilizing it.

Other Business

Fishing Pier Repair

Liaison Como informed the committee the railing system of the left section of the pier is rotted and poses a safety concern. Chair Lepke will call the installer (NC Wildlife) to discuss. He will also talk with them about restocking the pond.

Contents of Container

Chair Lepke has observed that several expensive tools are missing from the container during the time the committee was inactive. The value is estimated at \$2,000. Chair Lepke wants to do an inventory of the current contents of the container and compare with the last inventory completed to find discrepancies and report the findings to Council.

Agenda for Next Meeting and Committee Comments

Several topics were brought up to include on next month's meeting agenda.

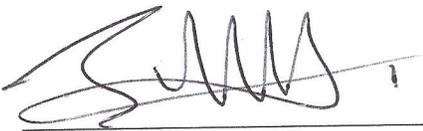
1. Review bids for Amphitheater Band Shell

2. Final review of Public Information meeting materials
3. 2019 Dogwood Park events
4. Review Park Rules
5. Park Signs
6. Volunteer Work Day
7. Gate Repairs
8. Fishing Pier Repairs

Adjournment

Ms. Rosoff motioned for adjournment, and Ms. King seconded the motion. The meeting ended at approximately 9:33 p.m.

The motion passed unanimously.



John Lepke, Chairperson