

VILLAGE OF WESLEY CHAPEL
PARKS & RECREATION COMMITTEE
REGULAR MEETING MINUTES
December 18, 2018 - 6:30 P.M.
6490 Weddington Road, Wesley Chapel, NC 28104

Committee Members Present: Chair John Lepke, Julie Brown, Pam King, Wayne Todd

Council Liaison: Mike Como

Committee Members Absent: Vice-Chair Pat Utley, Adam Brown, Jerry Davis, Alternate Elaine Rosoff

Others Present: Guests: Jeff Barbour
Administrative Assistant Beth Leonard

Call to Order/Determination of Quorum

The meeting was called to order at 6:31 pm. A quorum was present.

Public Comments

None.

Additions, Deletions and/or Adoption of Agenda

Chair Lepke amended the agenda by adding an update on the Union County parks meeting and the Waxhaw P&R meeting. Ms. King motioned to accept the agenda as amended. Ms. Brown seconded the motion.

The motion passed unanimously.

Approval of November 20, 2018 Regular Meeting Minutes

Ms. King motioned to approve the November 20, 2018 minutes. Chair Lepke seconded the motion.

The motion passed unanimously.

December 10th Council Meeting Update

Chair Lepke was not at the meeting. Liaison Como provided the update to Council. Council did not have any questions or issues with the report.

Review of Lighting and Sound System bids for Approval/Recommendation

Chair Lepke reported two bids have been received – Sweetwater and Guitar Center. Sweetwater is the largest national provider. Guitar Center incorporated Ben Hartwick into their bid and discounts can be provided by doing so. The bid amounts were very close (Sweetwater \$31,349, Guitar Center \$30,337). Chair Lepke researched purchases online and came up with a total of \$36,015 + tax + delivery.

Chair Lepke reviewed the bids in order to get an apple to apple comparison. Individual items compared, Guitar Center is lower but all items are not same as specs (i.e. padded cases and hard

cases with castors). Guitar Center recommends hard cases with castors. Most individual items are the same and lower for Guitar Centers. Some items were omitted in Guitar Center bid, they are supposed to get additional information to Chair Lepke. Chair Lepke made assumptions for an apple to apple comparison and it appears Guitar Center will be about \$2,000 lower. Also, first time set up service through Guitar Center – Ben Hartwick is included. Chair Lepke is waiting to hear back from Guitar Center on the few open questions.

The committee discussed the differences between an informal bid and a formal bid, including the dollar amount threshold. This project does not meet the formal bid requirements, therefore the committee can ask for clarification from bidders, etc.

Both bids are below the \$36,000 retail Chair Lepke researched online.

Ms. Brown motioned to recommend to Council to award the contract to Guitar Center with an amended equipment list (hard cases) and include omitted items and 150' cables. Mr. Todd seconded the motion.

The motion passed unanimously.

Band Shell Construction Update

Chair Lepke reported it doesn't appear anything is happening on this project at park. However, a lot is happening behind the scenes. Drawings are being done, approvals are in process, materials have been ordered, etc. The contractor wants to wait to start digging until everything is in place so there will be no stopping once started. The architect is the project manager. There will be weekly meetings once construction starts.

Organized Sports use at the Park

Liaison Como explained the last contact was from the school. The high school cross country coach stated the person utilizing the park for practices does not represent the school. The person in question did not show for a meeting. Liaison Como feels the matter is closed and will no longer be an issue.

WCFOPR Fountain Donation Update

This item was deferred as WCFOPR was not present at the meeting.

Volunteer Workday Projects/Schedule

This item was deferred until the February. Chair Lepke and Liaison Como will make a list of projects to include the split rail fence pile.

PARTF Grant Application Process/Timeline 2019 & 2020 Update

Administrative Assistant Leonard reviewed the application timeline with the committee. Liaison Como reported Council will pick up the survey cost. There have been two meetings with the PARTF representative. Chair Lepke would like the committee to do a small PARTF application in 2019 and do a large scale application in 2020. He explained the village would still get points for the existing survey and existing plan. To maximize other points, apply for three amenities, not just one. The matching funds don't have to be in hand, but a commitment from Council is required. Liaison Como

reported PARTF explained there will be a lot of small grants around \$50,000 rather than \$500,000 grants. PARTF is encouraging the village to apply for a small grant this year.

Liaison Como also reported the representative says the village won't get a bad rap for return of PARTF funds. Applying now shows the village is committed to the project.

Ms. King has mixed feelings – doesn't want a sloppy attempt or poorly prepared application. She understands that older surveys and plans can be used.

Chair Lepke reported construction proposals are in progress for playgrounds and will email them to the committee. Referring back to prior survey data, he feels we have a lot of the components already. Ms. King stated work will have to be divided up, everyone on the committee has to be involved, not just one or two members.

Mr. Todd hasn't been through process before, nor has Ms. King. Chair Lepke will go through old files. Liaison Como feels Clerk Bennett can assist with providing previous application information and files. Chair Lepke has the survey data and will add the more recent information from Advance – the priority was to finish Dogwood Park). Civic groups to be presented to can include WCFOPR.

It was noted that Cane Creek, Mineral Springs and Waxhaw are not applying for PARTF this time.

ACTION Plan – Chair Lepke will go through the time line and comment on status of each item. Liaison Como feels the committee can make a decision in January on whether to do a 2019 or 2020 application. Ms. King and Administrative Assistant Leonard will review the application for point status and identify what's missing.

Park Signs Update

The committee prefers the brown signs. Chair Lepke will follow up on the park rules sign with the company that provided a quote and asked the staff to order the other signs. Chair Lepke and Liaison Como will get wooden posts from Lowes.

Gate Replacement Update

Liaison Como reported the crew will take three days, they are currently waiting on materials and will schedule the work.

Fishing Pier Repairs Update

There was no update on the repairs which have been rescheduled. NC Wildlife will take a look at repairing the pier at their expense.

Chair Lepke also reported a grass carp permit has been received and he is following up on distributors and what the cost will be and bring recommendation to Council. He would like to add more blue gill at the same time.

Liaison Como informed the committee the landscaper has received certification for pond maintenance and aquatic insecticides.

CONCRETE PARKING STOPS REPLACEMENT UPDATE

This item was deferred.

2019 Dogwood Park Events

Easter Eggstravaganza is scheduled for April 20 and is budgeted. Pig in the Park is scheduled for May 4 and is budgeted. The music event will include three bands and provide the opportunity to beta test the new equipment. Fall Bash is scheduled for October 26. The big music event will be either August 31 or September 7.

The committee discussed movie nights which cost about \$300-500 per movie.

As a reminder, the sheriff's liked the security plans that were suggested and requires ten deputies, flood lights and restrooms near the corral.

2019 Meeting Schedule

Ms. King motioned the meeting schedule for 2019 be the 3rd Tuesday of each month at 6:30 p.m. Mr. Todd seconded the motion.

The motion passed unanimously.

Other Items

Chair Lepke attended the Union County quarterly parks meeting. Attendees agreed not to compete with each other on event nights and communicate dates for events, as well as grant applicants, etc.

Liaison Como reported the PARTF road expansion money is going back to PARTF. Temporary easement/improvement money will come to Wesley Chapel. The attorney reviewed and determined it will have to go back to PARTF. PARTF is going to speak with their attorney re: funds. The issue comes down to the language "change of use".

Chair Lepke talked to Waxhaw regarding insurance on alcohol events. He wants to talk with the village's insurance company and WCFOPR. Administrative Assistant Leonard will find provide the insurance company contact information.

The committee also discussed the need for barriers – 800+ feet. Quote steel and plastic barriers. If purchased - \$9,000-12,000. The potential for sponsors to have name put on barrier (for example \$125 each with sponsorship) was discussed. Renting barriers is very expensive. It was noted to budget for next year rental or purchase of barriers. May be able to rent from Waxhaw if the village does pick up/drop off.

Agenda for Next Meeting

February – 2019/2020 budget, volunteer day schedule.

Future agenda reminder - What is each municipality going to do about Carolina Thread Trail?

Adjournment

Ms. Brown motioned for adjournment, and Mr. Todd seconded the motion. The meeting ended at 8:30 p.m.

The motion passed unanimously.

John Lepke, Chairperson

Prepared by Beth Leonard,
Administrative Assistant