

VILLAGE OF WESLEY CHAPEL
PARKS & RECREATION COMMITTEE
REGULAR MEETING MINUTES
February 19, 2019 - 6:30 P.M.
6490 Weddington Road, Wesley Chapel, NC 28104

Committee Members Present: Chair John Lepke, Vice-Chair Pat Utley, Julie Brown, Pam King, Wayne Todd

Council Liaison: Mike Como

Committee Members Absent: Adam Brown, Jerry Davis, Alternate Elaine Rosoff

Others Present: Guests: Jeff Barbour

Administrative Assistant Absent: Beth Leonard

Call to Order/Determination of Quorum

The meeting was called to order at 6:35 pm. A quorum was present. Chair Lepke asked Ms. King to take minutes in the absence of Ms. Leonard.

Public Comments

Mr. Como stated that he needed to leave early in order to attend a public hearing regarding a proposed new development next to Silver Creek subdivision. He will return before the meeting concludes. He gave an update on the bandshell construction progress. All materials are now on site.

Additions, Deletions and/or Adoption of Agenda

Ms. King asked to add discussion of the sponsorship policy under 'Other Items'. Mr. Todd motioned to accept the agenda as amended. Ms. Brown seconded the motion.

The motion passed unanimously.

Approval of January 15, 2019 Regular Meeting Minutes

Ms. King motioned to approve the January 15, 2019 minutes. Mr. Todd seconded the motion.

The motion passed unanimously.

February 11th Council Meeting Update

Chair Lepke and Mr. Como updated the committee on the Council's approval to designate \$100,000 in the 2019-2020 fiscal year budget as cost sharing towards a PARTF grant if we are approved for funding by the PARTF organization.

Mr. Como left the committee meeting at 6:47 p.m.

Lighting and Sound System Update

Chair Lepke reported that the vendor has not yet provided a quote with the warranty that Council requested. The vendor is working on getting to the number Council wants along with the best warranty and will be getting back to Mr. Lepke.

Band Shell Construction Update

Chair Lepke reported that rain is still delaying the start of construction. All materials are now on site, but the contractor needs at least two dry days before excavation can begin.

WCFOPR Fountain Donation Update

Sondra Bradford of WCFOPR has been working on gathering information and quotes for a water fountain that the 501C3 organization would donate to Dogwood Park. No decision yet.

Volunteer Workday Projects/Schedule

Due to all of the rain and muddy conditions, this item was moved to the March agenda.

PARTF Grant Application Process/Timeline 2019 & 2020 Update

Chair Lepke reviewed activities and outcomes required for a 2019 application. Mr. Brown had emailed in his information per his research on the cost of shade awnings for existing picnic pads in the park. Ms. Brown reported that she had talked to someone at Mineral Springs about their exercise circuit installed on their greenway. She provided a link and asked committee members to look at the available options. Chair Lepke asked Ms. Brown to pick three pieces of equipment and send to him. Ms. King will work on the PARTF budget form. Chair Lepke will write up the survey section of the proposal. Ms. King will send an email to Town Hall requesting the documents we will need for the proposal.

Gate Replacement Update

Chair Lepke reported the new gate has been installed. The control box has locks for security. If the gate closes while a vehicle is still inside, it will open automatically once the gate senses the vehicle within five feet of it. Once signage has been installed in the park regarding opening and closing times, we will test a photo sensor on the gate. Based on daylight, the sensor will automatically open and shut the gate. If this consistently works, it will alleviate the need for a person to reset the timer based on dawn and dusk hours.

Fishing Pier Repairs Update

Chair Lepke reported that Council approved our request for \$600 for pier repairs. We are now awaiting details about timeline from North Carolina Fish and Wildlife.

Concrete Parking Stops Replacement Update

No update. The Committee must wait until work on the bandshell is completed.

2019 Dogwood Park Events

WCFOPR has communicated with Chair Lepke that they will not be putting on the 'Pig in the Park' event on May 4, 2019. The Committee had already planned to hold a music event in the new amphitheater coinciding with the BBQ event. When Council was made aware of the change in plans, Council members Paul Kaperonis and William Rodriguez stepped up and volunteered to put on a car show. Discussion was held about hours and a rain date. It was decided to set the next day, May 5, 2019, as the rain date; and to hold the dual events from 2:00 - 7:00.

Sondra Bradford with WCFOPR will confirm parking with Southbrook Church when she meets with them regarding the upcoming Easter Eggstravaganza. She will also ask about September 7 which is under discussion for the park's first music event with alcohol.

There is \$2000 in the budget for the Car Show and \$4000 in the budget for the music event on May 4. Clerk Bennett has agreed that the town's administrative assistant may work some additional hours in helping to plan the event.

The town attorney has reviewed and approved the Wesley Chapel Entertainment Agreement. Ms. Brown has been working on finding bands to participate. The Entertainment Subcommittee wishes to extend agreement offers to Vinyl Tones, Smoking Gun, and Creekside bands. Chair Lepke made a motion that we move forward and draft agreements for the three bands. Ms. King seconded the motion.

The motion passed unanimously.

Mr. Como returned to the meeting at 7:46 p.m. and a discussion about the September 7, 2019 music event was underway. A list of tasks was considered. There will be need for banners, flyers, advertising, additional porta-johns and sinks, barriers, temporary lighting, police security, and permits. Food vendors and an alcohol vendor will need to be lined up.

Chair Lepke talked to Bon Pour out of Raleigh. They can handle all details regarding the alcohol and permits. Their fee is \$10,000 for five hours and they will need money up front for their staff. Additionally, they only work with 501C3s, so WCFOPR would need to handle the finances. They do not provide crowd barriers. The Committee estimates the cost of needed barriers to be \$12,000. Some local businesses have expressed a desire in sponsoring barriers with their names attached.

Ms. Brown asked if anyone knew who handles the alcohol sales at Mineral Springs' Steeple-chase event. It was agreed they do a good job, and it would be nice to stay local. Ms. Brown will contact Mineral Springs to inquire about the name of the alcohol vendor.

The music event would need to end by 10:00 because of noise restrictions for the Village. A proposed event time was 4:30 - 10:00.

This topic will be discussed again on March's meeting agenda.

Ethics Forms

Chair Lepke asked Ms. King to contact Administrative Assistant Leonard about sending out Ethics Forms for completion to those members who were not present at the January meeting.

Other Items

Village Sponsorship Policy - the Committee had worked on revising the existing sponsorship policy a couple of years ago in order to better fit the needs of Wesley Chapel's growth and its delivery of events. It was presented to Council, but no changes were made. Chair Lepke asked Ms. King to send out the red-lined version to all committee members again for review and discussion at the March meeting.

Agenda for March 19 meeting -

- PARTF grant application process update
- May 4 event preparation update
- September 7 Fall music event update
- Sponsorship Policy review and discussion
- 2019 - 2020 budget request - Chair Lepke will send a draft for review and will ask Clerk Bennett to send out current budget information

Adjournment

Mr. Todd motioned for adjournment, and Ms. Brown seconded the motion. The meeting ended at 8:26 p.m.

The motion passed unanimously.

John Lepke, Chairperson

Prepared by Pamela King,
Parks and Recreation Committee Member