

VILLAGE OF WESLEY CHAPEL
COUNCIL MEETING MINUTES
WESLEY CHAPEL TOWN HALL
6490 Weddington Road, Wesley Chapel, NC 28104
March 11, 2019 – 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 Horvath, Mayor Pro Tem Kaperonis, Council Members Como and Fuller

Council Absent: Council Member Rodriguez

Others Present: Clerk/Finance Officer Cheryl Bennett, Attorney George Sistrunk, Planning and Zoning Administrator Robyn Byers Ph.D.

Standing Items

1. Call to Order, Pledge of Allegiance, Invocation *Time Stamp 0:00*

Mayor Horvath led the Pledge of Allegiance and the invocation was given. The Mayor noted that the applicant has withdrawn his re-zoning request so there will not be a public hearing tonight. They have re-applied and will go to Planning Board in March.

2. Public Comments; - none *Time Stamp: 4:50*

3. Additions, Deletions and Adoption of Agenda *Time Stamp 5:28*

Two items were added to the agenda: to remove two members from the Youth Council, and to look for dates for the budget meeting. The public hearing, related discussion and possible decision, and consider approval of sound and light system purchase were all removed from the agenda. Council Member Como motioned to adopt the amended agenda; Mayor Pro Tem Kaperonis seconded the motion.

The motion passed unanimously.

4. Consider Approval of Consent Agenda *Time Stamp 8:04*

- a. Approve minutes for February 11, 2019 Council Meeting
- b. Approve previous month planner's and code enforcement reports
- c. Approve previous month finance report
- d. Approve letting Humane Society use conference room for monthly meetings at no charge

Council Member Como motioned to approve the consent agenda; Mayor Pro-tem Kaperonis seconded the motion.

The motion passed unanimously.

February 28, 2019 Balance Sheet

ASSETS

Current Assets

Checking/Savings

| | |
|----------------------------|--------------|
| Fifth Third Bank checking | 163,864.90 |
| Fifth Third Maxsaver | 184,816.34 |
| NCCMT Government Portfolio | 307,608.45 |
| BB&T Money Market | 508,687.47 |
| Cash Change Fund | <u>50.00</u> |

Total Checking/Savings 1,165,027.16

Accounts Receivable

| | |
|-----------------------|-----------------|
| Misc. Fees Receivable | <u>4,205.47</u> |
|-----------------------|-----------------|

Total Accounts Receivable 4,205.47

Other Current Assets

| | |
|---|--------------|
| Property Tax Rec. | 691.00 |
| Allow. for Doubtful Accounts | -490.00 |
| Prepaid Exp. | 282.00 |
| Due from Union County Sales Taxes to be Received | <u>16.85</u> |

Total Sales Taxes to be Received 1,279.04

Total Other Current Assets 1,778.89

Total Current Assets 1,171,011.52

Fixed Assets

Land 813,423.00

Dogwood Park

| | |
|---------------------------------|-----------------|
| Dogwood Park Improvements | 722,271.00 |
| Dogwood Park fountain | 12,960.00 |
| Dogwood Park Water Improvement | 8,440.00 |
| Dogwood Park Gate | 7,076.00 |
| Dogwood Park Shipping Container | 3,200.00 |
| Dogwood Park Signs | <u>3,803.00</u> |

Total Dogwood Park 757,750.00

Town Hall 1,361,869.00

Furniture & Equipment 40,008.00

Town Hall Driveway/Irrigation 64,192.00

Accumulated Deprec. -518,210.98

Total Fixed Assets 2,519,031.02

Other Assets

Def Outflow Contr to PenPlan CY 11,815.00

Total Other Assets 11,815.00

TOTAL ASSETS 3,701,857.54

LIABILITIES & Fund Balance
Liabilities

| | |
|---|----------------------------|
| Other Current Liabilities | |
| Due to Union County Schools | 31.53 |
| Deposits To Refund | 22,000.00 |
| Escrow from Developers | 45,076.00 |
| Deferred Revenue | 201.20 |
| Retainage Pay. Dogwood Park | <u>750.00</u> |
| Total Other Current Liabilities | <u>68,058.73</u> |
| Long Term Liabilities | |
| Net pension liability | 6,113.00 |
| Deferred inflows Pension | <u>3,405.00</u> |
| Total Long Term Liabilities | <u>9,518.00</u> |
| Total Liabilities | 77,576.73 |
| Fund Balance | |
| Fund Bal. inv. in Fixed Assets | 2,519,031.02 |
| Fund Bal. Assigned for Sidewalk | 24,000.00 |
| Fund Balance Assigned for NNO | 313.40 |
| Fund Bal Assign future park imp | 90,550.00 |
| FB Restrict for P&R fee in lieu | 56,466.47 |
| Fund Bal. non-spendable | 104,045.00 |
| Fund Balance | 936,598.30 |
| Net Excess of Rev. over Exp. | <u>-106,723.38</u> |
| Total Fund Balance | <u>3,624,280.81</u> |
| TOTAL LIABILITIES & Fund Balance | <u><u>3,701,857.54</u></u> |

February 2019 Budget Report

| | <u>Feb 19</u> | <u>Jul '18 - Feb 19</u> | <u>YTD Budget</u> | <u>% of Budget</u> |
|----------------------------------|---------------|-------------------------|-------------------|--------------------|
| General Fund | | | | |
| Income | | | | |
| Appropriated FB for Amphitheater | 0.00 | 0.00 | 3,664.00 | 0% |
| Appropriated from Fee In Lieu | 0.00 | 0.00 | 118,555.00 | 0% |
| Appropriated Fund Balance | 0.00 | 0.00 | 100,381.00 | 0% |
| Property Tax Income | | | | |
| Current Year Property Tax | 12,494.80 | 151,937.15 | 151,081.00 | 101% |
| Utility Ad Valorem | 0.00 | 0.00 | 2,236.00 | 0% |
| Vehicle Registration | 1,499.99 | 10,346.67 | 15,669.00 | 66% |
| Delinquent Property Tax | 3.51 | 136.19 | 300.00 | 45% |
| Interest/Ad Fee on Taxes | <u>79.64</u> | <u>147.57</u> | <u>250.00</u> | <u>59%</u> |
| Total Property Tax Income | 14,077.94 | 162,567.58 | 169,536.00 | 96% |

| | | | | |
|--|-------------------|--------------------|-------------------|-------------|
| Fees and Licenses | | | | |
| Privilege Licenses - ABC | 0.00 | 285.00 | 300.00 | 95% |
| Zoning Permit | 1,625.00 | 15,500.00 | 25,000.00 | 62% |
| Engineering Fees | | | | |
| Reimbursement | 4,205.47 | 14,581.80 | 50,000.00 | 29% |
| Misc. Fees | 135.25 | 958.00 | 1,500.00 | 64% |
| Fee in lieu -Open Space Land | 0.00 | 5,141.53 | 0.00 | 100% |
| Total Fees and Licenses | 5,965.72 | 36,466.33 | 76,800.00 | 47% |
| Interest Earned | 56.59 | 4,563.10 | 2,400.00 | 190% |
| Shared Revenues | | | | |
| Sales & Use Taxes | 4,612.81 | 22,294.20 | 52,000.00 | 43% |
| Sales Tax on Telecom. Services | 0.00 | 1,824.27 | 7,900.00 | 23% |
| Sales Tax on Video Programming | 0.00 | 22,334.36 | 95,000.00 | 24% |
| Sales Tax on Electricity | 0.00 | 61,419.62 | 203,000.00 | 30% |
| Sales Tax on Piped Natural Gas | 0.00 | 3,232.27 | 14,500.00 | 22% |
| Alcoholic Beverage Tax | 0.00 | 0.00 | 36,300.00 | 0% |
| Total Shared Revenues | 4,612.81 | 111,104.72 | 408,700.00 | 27% |
| Total Income | 24,713.06 | 314,701.73 | 880,036.00 | 36% |
| Expense | | | | |
| Transportation | 0.00 | 0.00 | 0.00 | 0% |
| Total Town Hall Operating Expense | 2,855.48 | 17,406.32 | 29,400.00 | 59% |
| Total Operating Expenditures | 520.11 | 28,401.95 | 77,389.00 | 37% |
| Total Planning & Zoning | 5,071.99 | 61,836.71 | 106,066.00 | 58% |
| Total Gen. Govt. Salaries | 9,951.70 | 87,358.84 | 152,122.00 | 57% |
| Total Professional Fees | 3,924.22 | 33,698.93 | 81,200.00 | 42% |
| Total Capital Outlay | 0.00 | 6,828.75 | 29,000.00 | 24% |
| Total Public Services / Safety | 0.00 | 72,399.40 | 99,785.00 | 73% |
| Parks & Recreation | | | | |
| Total Recreation Events | 0.00 | 1,741.00 | 8,260.00 | 21% |
| Total Park Maint. Supplies & Materials | 206.16 | 902.68 | 6,000.00 | 15% |
| Total Park Maint. Services | 4,967.20 | 39,122.13 | 80,640.00 | 49% |
| Total P&R Capital Outlay | 15,247.40 | 71,728.40 | 210,174.00 | 34% |
| Total Parks & Recreation | 20,420.76 | 113,494.21 | 305,074.00 | 37% |
| Total Expense | 42,744.26 | 421,425.11 | 880,036.00 | 48% |
| Net Excess of Rev. over Exp. | -18,031.20 | -106,723.38 | 0.00 | 100% |

5. Planning Board Report *Time Stamp 9:10*

Planning Board Chair John Souza reported at their last meeting they reviewed the preliminary plat of Cavesson, and recommended approval 4-1. The nay vote was because the exit did not have a dedicated right turn lane; there is not enough land due to a narrow pathway. There is one

light post at the end of the cul de sac near the property line, since then the developer proposed moving the light. It will be a nice addition to Wesley Chapel; there are no amenities, but the homes are custom and in the range of \$700,000. The fee in lieu of \$5,141.53 has been paid. Planning Board also discussed the tree and sign ordinance updates. Chair Souza asked Council for their approval for working on conditional zoning for all non-residential zoning changes, look at the continuing care use in O-I and making it conditional instead of by right, and look at parking spaces requirements; Council approved. Council Member Fuller asked if we can speed up the amendment regarding removing tree save areas from individual lots; Planner Byers said she will have a draft to Planning Board by April, and can put it in then.

6. Communications Committee Report *Time Stamp 17:31*

Chair Deb Bledsoe reported the Facebook post on the Mayor's profile received 200 views. She will put up the Mayor Pro Tem's profile next. The Mayor chose five photos to print and hang at town hall, and she is looking at frames and sizes. She will also find out more about payments to Facebook to boost the posts.

7.A. Youth Council Committee Report *Time Stamp 22:25*

The Youth Council Chair was not present but Mayor Pro Tem Kaperonis reported they submitted their minutes through May 2018. They are looking at park projects and completing the time capsule plaque. We will get out word on the openings on the Youth Council as all but one student are graduating this year.

7.B. Removing two members from Youth Council

Mayor Horvath removed Michael Kenary Jr. and Maddie Boyce from the Youth Council based on the recommendation from the Youth Council.

8. Parks and Rec Committee Report *Time Stamp 24:35*

Chair John Lepke was absent so Council Member Como reported on the progress building the band shell, trusses will be done next week. Chair Lepke is working with the landscaper, as mulching and weed treatments are due.

9.A. Finance Officer's Report *Time Stamp 27:30*

Finance Officer Bennett noted we are at about 100% of property taxes collected, and she has asked the County for information on the amount of Utility (public service companies) Ad Valorem tax. The next quarterly state shared revenues payment should be received March 15th. During the month the Finance Officer moved \$150 in the Park and Rec budget from Re-stock Fish to Trash Service. Council Member Como noted the gate contractor is adding a photo sensor to the new park gate for about \$30; since the gate came in under budget, the funds were available. The gate was paid for, and the first payment made on the amphitheater.

9.B. Look for dates for budget meeting

The Finance Officer will send Council potential dates in May for the budget meeting.

Old Business

10. Public Hearing on Rezoning request for 13.521 acres on the NW corner of Potter Rd. and NC 84 to be rezoned from R40 to Office Institutional

This item was removed from the agenda.

11. Discussion on rezoning request and possible decision

This item was removed from the agenda.

12. Update on status of public safety committee as public body *Time Stamp 33:03*

Mayor Horvath noted our attorney felt this committee would be a public body. The attorney noted a public body is a group conducting public business, and not just a quorum of council. Council Member Como will have the other towns' attorney call our attorney.

New Business

13. Consider preliminary plat approval of Cavesson subdivision on Chambwood Road (28 lots, R-40) *Time Stamp 36:42*

Robyn Byers, Ph.D., noted this is an upscale, by right subdivision on 42.3 acres. A sheet showing a possible relocation of one street light was distributed. Council Member Fuller asked if the proposed silt fence area on page C01 would disturb trees, it will not. Engineer Jeremy Roberts from Eagle Engineering said it allows water to get out, but not the dirt. The detention pond is behind lots 26, 27 and 28, and is temporary. Behind lots 13, 14 and 15 is the permanent pond; Mr. Roberts confirmed it is ten feet from the property line. It is a wet pond and will have fencing around it. Mayor Pro Tem Kaperonis asked if we could get a digital version to show on the screen the next time we have a plat. Mailbox locations were discussed, one is in the front near a blind curve, and Council Member Como felt it was a potential hazard. The second location is in the back. The engineer said there is a nine foot wide parallel parking space for people getting their mail, and it is two hundred feet from the entrance. Mayor Horvath asked about the grading, it will move water to the street, then to the back via drains. There is curb and gutter, and sidewalks on both sides of the street, and street lights are less than two hundred feet apart.

Council Member Como motioned to approve the preliminary plat of Cavesson per the plat plans. Council Member Fuller seconded the motion.

The motion passed unanimously.

14. Consider approval of sound and light system purchase for park – budget \$40,000 *Time Stamp*

This item was removed from the agenda.

15. Consider approval of Rock n Roller event on May 4, 2019 from 2-7 pm, spending up to \$4,000 *Time Stamp 50:50*

Concern was expressed that originally we expected the band shell to be completed by February 1st and that we would have the sound and light equipment purchased, at this point the event is only 54 days out. Mayor Pro Tem thought he could get a couple of people to manage the car part of the event. Council Member Fuller motioned to ask Park and Rec to push back the date until the amphitheater is complete, and training on the sound and light equipment has been done. Council Member Como seconded the motion.

The motion passed unanimously.

16. Consider approval of auditor for FY 2018/19, proposals are \$10,900 and \$4,620 *Time Stamp 58:02*

An audit RFP was put out and two proposals received. Both have the same high rating on their peer review. The proposal from Potter and Co. did not include preparation of the Annual Financial Information Report (AFIR) required by the State, so the Finance Officer called them and they said it would be an additional \$400. The first bid was \$10,500 plus \$400, for a total of \$10,900, and the second proposal was \$4,620, including the AFIR. The differences in price is probably due to the difference between a sole practitioner and a firm with multiple layers of staff and overhead. Our former auditor, who was a sole practitioner also, charged a similar amount. Council Member Como motioned to approve the 2018-19 audit contract with Kendra Gangal, CPA for \$4,620 including the AFIR report. Mayor Pro Tem Kaperonis seconded the motion.

The motion passed unanimously.

17. Consider approval to add cameras to town hall security system, quote is \$1,535 plus tax; budget amendment to move \$1,535 from Town Hall – Land Maintenance to Cameras *Time Stamp 1:05:06*

We have found some broken beer bottles outside the building after the weekends, so when the security company came out on a service call, the Administrator asked them to give us a proposal to add cameras to monitor the entrances and back patio area. They proposed adding four cameras, and an eight channel NVR (which gives you more room if you want to add cameras in the future) with a four terabyte hard drive to store data as required by records retention. A budget amendment to provide the funds would also be needed. Since this is our existing provider of our security system, it makes sense to use them, and the price seems reasonable. We would have to approve a policy on who can view the recording in order to prevent any abuse. Council Member Como motioned to approve adding the cameras per the Alarm Tech Systems,

Inc. proposal for \$1,535 plus tax, and the budget transfer from Town Hall – Land Maintenance to Cameras. Mayor Pro Tem Kaperonis seconded the motion.

The motion passed unanimously.

Ending Items

18. Council Comments *Time Stamp 1:14:33*

Council Member Como noted proposed Eagle Scout projects currently come to Council, and suggested they just go to Parks and Rec.

Mayor Pro Tem Kaperonis congratulated Council Member Fuller and Administrator Bennett for being included in the Union County Weekly article on the 50 most powerful women in Union County.

Council Member Fuller had no comments.

Mayor Horvath noted he will not be at the April Council meeting as he will be out of town on a trip he earned from his employer.

He reported that the Village contributed 20% last year to the NC DOT improvement project at Potter and Potter, this is the first time the Village has contributed to a roundabout. DOT can't do anything until utilities are moved, and it is on schedule for 2020. DOT is looking for possible funding of a super-roundabout at Highway 84 and Potter Road. Regarding the space needed for such a roundabout, he would like to bring in the school, Price Mill subdivision, and any proposals at the corners for development as well.

Mayor Pro Tem Kaperonis expressed concern over the need for speed controls. Mayor Horvath noted a few years ago we asked DOT for reduced speed limits at the Waxhaw-Indian Trail Road intersection, and DOT only reduced the speed limit in a very small area.

19. Adjournment *Time Stamp 1:27:00*

Mayor Pro Tem Kaperonis motioned to adjourn; Council Member Como seconded the motion. The motion passed unanimously.

Respectfully submitted,

Cheryl Bennett, Clerk

Mayor Brad Horvath