

VILLAGE OF WESLEY CHAPEL
PARKS & RECREATION COMMITTEE
REGULAR MEETING MINUTES
October 8, 2019 - 6:30 P.M.
6490 Weddington Road, Wesley Chapel, NC 28104

Committee Members Present: Chair John Lepke, Vice-Chair Patricia Utley, Julie Gordon Thomas, Alternate Pamela King

Council Liaison: Mike Como

Committee Members Absent: Adam Brown, Julie Brown, Jerry Davis, Wayne Todd, Alternate Brian Martin

Others Present: Robyn Byers PhD, Planner, Beth Leonard, Administrative Assistant

Call to Order/Determination of Quorum

The meeting was called to order at 6:33 pm. A quorum was present.

Additions, Deletions and/or Adoption of Agenda

Chair Lepke asked for any additions and/or deletions. There being no changes, Ms. Thomas motioned to adopt the agenda. Ms. King seconded the motion.

The motion passed unanimously.

Approval of September 10, 2019 Meeting Minutes

Ms. King motioned to approve the minutes from August 13th. Ms. Thomas seconded the motion.

The motion passed unanimously.

October 14th Council Meeting Update

Chair Lepke reported the November 2nd event budget was approved, including barriers in the amount of \$1300. Council approved using pledged matching funds for playground and approved getting quotes. Landscaping budget in the amount of \$10,000 was approved to use for screening behind the stage, adding an irrigation zone, replacing dead trees and shrubs that buffer between park and residences. The previously budgeted funds will no longer be used for North Shore Beautification.

Parks & Recreation Master Plan – Comprehensive Land Use Plan

Dr. Robyn Byers, Planner, explained plans to update the comprehensive plan. The land use plan is vague. A master plan was done in 2007 by UNCC. Master plans focus on one thing, like a downtown area. A comprehensive plan is a 20-year guidance document for growth of the village – transportation, environment, growth. Dr. Byers will present the scope and schedule to Council with costs. Her goal is to do it in-house. It is a one-year process with public meetings and a survey. The plan is to incorporate village/park events with a manned booth for outreach. She will draft an outline and introduction. She would like to incorporate the Parks & Rec plan into the

comprehensive plan, it will be a chapter focused on the park. The Carolina Thread Trail will be included. The updated plan will incorporate what is needed for grant applications, with added objectives in the plan to guide future councils.

Chair Lepke added it needs to reflect the results of new survey data. Dr. Byers concurred. A new survey will be needed prior to the next PARTF grant application submittal. Dr. Byers would like to do only one survey that will cover all needs.

Sound/Lighting System Use/Rental Policy

Chair Lepke reported there has been interest in other organizations renting the sound/lighting system (Southbrook and Five Stones churches). The committee discussed the pros and cons of renting the system. Chair Lepke does not want users to change the settings on the sound board. They would have to save their settings to a new user (the board can accommodate several different “users”). Ms. King added this would be a situation where the village needs a part time park employee. Vice Chair Utley was in agreement, she didn’t feel comfortable letting someone untrained use it. It was suggested to establish a fee schedule. Chair Lepke stated it should be used by the community. The churches have accepted liability for loss/damage. Each renter would have to provide transportation and “roadie” volunteers. If they didn’t have a sound tech, they would have to hire an approved sound tech. There should be a wear and tear fee, and agreement to hire an approved sound tech. The fee should not be waived for non-profits. What should the fee be?

Chair Lepke stated the options are that we need a clearly defined policy with fee schedule, or just say no, unless it is a village event, or no rentals at this time. The committee discussed the options. Chair Lepke motioned use of the sound/lighting system will be for village events only or when the village is a partner in the event. Chair Utley seconded the motion.

The motion passed unanimously.

Volunteer Workday Projects/Schedule

Currently there are no volunteer projects scheduled. Later in the fall, the committee will set some days for general clean up. Add this to the next meeting agenda.

FACILITIES

WCFOPR Fountain Donation Update

No update as this time.

Dogwood Park Parking Lot Resurface Update

Liaison Como is working on a list of contractors that use SealMaster to get quotes. It is estimated it will cost \$10,000 to reseal and restripe the parking lot and reseal the trails.

Park Cameras

Chair Lepke spoke with Clerk Bennett. Choices will be limited based on the cost. It was discussed whether or not it would be cheaper to hardwire (need trencher, etc.) vs. cellular. It would

be a passive system where you check tapes for past activity, not monitored by the police. Signal would be lost if the cabling was put in the existing conduit with the electrical. The consensus is that cellular would be cheaper than trenching. Cost is estimated at \$31,000+ (\$26,000 capital cost, \$4,500 annual service fee). The budget was \$20,000. The committee will do more research to see if the cost can be reduced.

Event Barricades

Flexible barriers are acceptable to ABC, as opposed to rigid barriers. This greatly reduces the cost. The excess budgeted funds can be moved to cameras. Chair Lepke is going over the public safety plan tomorrow with the deputy, crosswalk lighting requirements will be discussed.

Park Beautification Specifications

Chair Lepke reported the \$10,000 budgeted amount will be used for a buffer between the park and residences, to replace three dead trees and to add screening behind the stage, as well as an irrigation zone.

Christmas Decorations/December 14th Event

Chair Lepke updated the committee on the Carols, Carriage Rides, and Cocoa event. He has a Santa available, who will arrive on a fire engine. Volunteers are needed for elves. One musician has committed to perform for free. Cuthbertson bands are already busy on that day. Donations of Christmas decorations are needed. Liaison Como has a contact for carriage rides. The village has an urn for hot cocoa. The committee will seek donations of cocoa ingredients from Harris Teeter. This will be a morning event, 10:00 a.m.-1:00 p.m. Ms. Thomas will check with WCFOPR on availability and cost of kiddie train. A Polar Express theme was suggested. Chair Lepke will reach out to Adam Brown re: Weddington band/choir and to Brian Martin re: Siler Church. Vice Chair Utley will reach out to local elementary schools for young singers. Chair Lepke will work on the budget and flyers. Staff will prepare the necessary permit applications.

EVENTS

2019 Dogwood Park Events

October 26 Fall Bash

Flyers and banners for the November 2nd event will be posted and available to advertise it at this event.

November 2 Bonfire, Brews & Boogies

The Rotary Club agreement should be complete in the next few days. The purchase of a tent needs to be added to the budget (\$150). The Temporary Use Permit application will need something in writing from the sheriff's office regarding lighting at the crosswalk.

A Facebook event will be created and posted, as well as SignUp Genius requesting volunteers.

Memorial Day Event

This will be the next event after the December 14th event. Plans are for it to be military related, raise funds for a veterans' organization like Wounded Warriors. There will be music, involvement of the Rotary Club, bikers, National Guard, military craft flyover and/or landing, "Touch a Truck".

Agenda For Next Month

Volunteer Work Day

Adjournment

Ms. King motioned for adjournment, and Ms. Thomas seconded the motion. The meeting ended at 8:45 p.m.

The motion passed unanimously.

John Lepke, Chairperson

Prepared by Beth Leonard
Administrative Assistant