

**VILLAGE OF WESLEY CHAPEL**  
**PARKS & RECREATION COMMITTEE**  
**REGULAR MEETING MINUTES**  
November 12, 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, Wayne Todd, Alternate Pamela King

**Council Liaison:** Mike Como

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

**Others Present:** Beth Leonard, Administrative Assistant, Kelly Manus (Southbrook Church), resident - Brian

**Call to Order/Determination of Quorum**

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

**Additions, Deletions and/or Adoption of Agenda**

Chair Lepke proposed moving the December 14<sup>th</sup> event discussion to the top of the agenda and adding an item to discuss long term outlook for park related expenses. Mr. Todd motioned to adopt the agenda. Ms. Thomas seconded the motion.

The motion passed unanimously.

**Approval of October 8, 2019 Meeting Minutes**

Mr. Todd motioned to approve the minutes from October 8th. Ms. King seconded the motion.

The motion passed unanimously.

**November 11<sup>th</sup> Council Meeting Update**

Chair Lepke reported the December 14<sup>th</sup> event revised budget was approved.

**December 14<sup>th</sup> Event Planning**

Southbrook Church will share some of the event expenses. Kelly Manus is with the church and will work on artwork. Wesley Chapel will handle the smores, cocoa and cider, along with the bonfire (looking to scouting troops to assist). Southbrook will provide the Southbrook Express train, Mr. and Mrs. Claus (arriving on fire engine, which has been confirmed). The event will be from 12:00 p.m. to 4:00 p.m., allows time to get gear out and later in the day should be a little warmer. Santa's grotto will be on the pier, the walk down to the pier will be decorated and include a picture taking area. Chair Lepke has requested donations of Christmas decorations via online sites.

Banner artwork – Southbrook will do the artwork, the village will pay for the banners, 4 single sided banners, 3'x8'.

The committee would like to have a Toys for Tots donation drive. Clerk Bennett will contact them. The village will arrange for the port-a-jons and 3-4 deputies.

Performers – Southbrook choir will perform for 1 hour. Chair Lepke has reached out to local schools, most are already booked. Ballantyne School of Music would love to be involved and would like to do 2 hours. Their performance would be free and it is good exposure for the kids. Their music would be a mix of some holiday and songs they have in their rotation. Ananda Thompson will do a half hour set of holiday music. Ms. King is checking with a dance group, waiting to hear back. The committee would like some “caroling” type music and the church group can encourage that.

It is planned for Ananda to start at 12:00 and Santa will arrive at 12:30. Program may last until 3:30 or so.

The committee discussed purchasing space heaters for the performers at \$52 each for 4 heaters. They are cool to the touch so safe to be around the children. It is yet to be determined if the church will provide the sound technician, the village may need to provide. The village will provide the full sound system but not use the lights that day.

The heaters will be a capital outlay of \$250, not part of the event budget. Chair Lepke motioned to purchase 4 heaters from Lowe’s in the amount of \$250.00 and amend the budget if necessary by moving funds. Vice Chair Utley seconded the motion.

The motion passed unanimously. The committee determined to wait to purchase until closer to the event in case the weather didn’t require them this time.

Liaison Como has materials to make the Santa backdrop. Santa will be set up on or near the pier. Ms. Manus noted Santa plays the saxophone and may be persuaded to play that day.

The committee determined to use a food truck that had simple menu items, with kid options. Ms. King will check on Nor’Easter.

The committee discussed better ways to use the flyers, noting that putting them in mailboxes does not seem to be the most effective use. Chair Lepke would like to see them handed out in front of local retail stores, like Target or Harris Teeter. The committee also discussed ways to get people’s attention that there is an event, as sometimes signs and banners are unnoticed. An inflatable dancing Santa can be purchased on Amazon for \$91, this could come out of the miscellaneous line item. Ms. Thomas will check with Union County Schools for flyer distribution in the Weddington and Cuthbertson clusters.

## **FACILITIES**

### Water Supply for Dog Park

Chair Lepke would like to budget this for 2021 (not the same as the fountain donation from WCFOPR). It should be planned at the same time so that it is necessary to have a plumber out only one time for both projects. Work will include installing the meter, tap fee, bury pipe and install the fountain.

### Dogwood Park Parking Lot Resurface Update

Chair Lepke has received one quote. It was noted that it is the wrong time of year for this type of project and it will be rebid in the spring, before the next fiscal year.

### Park Cameras

Chair Lepke shared information he received from bidders. Sonitrol quoted \$26,570 and \$4,000/year fee. Over five years, it would cost about \$50,000. Other bids ranged from \$65,000-80,000. Piedmont Security Systems quoted a hardwire system with nine cameras and one license plate camera for \$19,995. They also offered a platinum warranty plan. Another quote included closed circuit LAN, 16 channel DVR, 30 day storage, no buried wires, \$34,000. Training would be provided, 12 terabyte and no on-going fees. Advantage is that cameras can be moved around.

The committee discussed pros and cons – monitoring costs, etc. They agreed to get more quotes, including ADT and the company that did the Silver Creek neighborhood.

All quotes were for passive systems.

### Park Beautification Specifications

Chair Lepke reported Council approved what was proposed – behind the stage, buffer, irrigation zone. Chair Lepke needs to write the specifications. The playground bid request went out to seven companies. Bid deadline is November 25<sup>th</sup>.

## **EVENTS**

### 2019 Dogwood Park Events

#### October 26 Fall Bash Recap

Attendance as 1,200 and attracted the most vendors yet. WCFOPR will no longer be doing events, they are on indefinite hiatus. Event planning will fall to Parks & Rec. Parks & Rec will need to build its relationship with Southbrook and others. A decision will need to be made on Pig in the Park.

Chair Lepke noted the committee will need more help from the village on events, more hours from the administrative assistant. Members of the committee must participate fully. The goal is

to get ahead in planning events by having Council approval 3-4 months ahead of each event. Eventually the committee wants the events to be self-funded.

#### November 2 Bonfire, Brews & Boogie Recap

Receipts from beverage sales were \$1,749, costs were \$611. The net of \$1,137.59 was split with the Rotary scholarship fund. The village's share of \$568.79 will be used to offset event expenses. It was noted that Guinness sold out twice, the Bud Light did not sell as well. The village did not get charged for the excess Bud Light.

The s'mores were a huge success. More lighting was needed by the dam and on the trail. For cooler weather, hours of 3pm-7pm would have been better. Summer events can be held later in the day. The food truck had a long line most of the time. They were pleased with their sales but two food trucks would have been better for attendees.

It did not seem as though the event warranted seven deputies, it will need reviewed for the next event. The attendee count was about 600.

#### Memorial Day Event

Chair Lepke reported this event is in the initial planning stages. He received a letter re: a flyover with an application to do so.

#### Special Meeting December 5<sup>th</sup> – Sponsorship Policy

Administrative Assistant Leonard will follow up with the members to verify there will be a quorum.

#### Other Items

Chair Lepke shared a long-term expenses spreadsheet with the committee. Liaison Como would like the amount in fees in lieu to be verified with the clerk.

The committee will decide on the 2020 regular meeting schedule at its December meeting.

#### Adjournment

Chair Lepke motioned for adjournment, and Mr. Todd seconded the motion. The meeting ended at 8:34 p.m.

The motion passed unanimously.

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John Lepke, Chairperson

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Prepared by Beth Leonard  
Administrative Assistant