

VILLAGE OF WESLEY CHAPEL
SPECIAL COUNCIL MEETING MINUTES
WESLEY CHAPEL TOWN HALL
6490 Weddington Road, Wesley Chapel, NC 28104
May 15, 2020 – 6:00 PM

The Village Council of Wesley Chapel, North Carolina met outside the Town Hall at 6490 Weddington Road, Wesley Chapel, North Carolina.

Council Present: Mayor Pro Tem Fuller, Council Members Como, Bailey, and Boyce
Council Absent: Mayor Smith

Others Present: Clerk/Finance Officer Cheryl Bennett, Planning and Zoning Administrator Robyn Byers

1. Call to Order, Pledge of Allegiance, Invocation

The meeting was called to order. The Pledge of Allegiance was led by Acting Mayor Fuller, and Council Member Boyce gave the invocation.

2. Public Comments - none

3. Additions, Deletions and Adoption of Agenda

Council Member Boyce motioned to adopt the agenda; Council Member Como seconded the motion.

The motion passed unanimously.

4. Consider approval of consent agenda

- a. Approve Minutes for March 9, 2020 Council meeting, closed minutes for item 12 from March 9, 2020 Council meeting and minutes for May 1, 2020 special meeting
- b. Approve previous month planner's and code enforcement reports
- c. Approve previous month finance report
- d. Approve Ordinance 2020-02 Declaring Speed Limit on a Portion of NC-84
- e. Approve Kendra Gangal, CPA as auditor for FYE 06.30.2020 for \$4,620
- f. Approve Resolution 2020-06 to Adopt the Cabarrus Stanly Union Regional Hazard Mitigation Plan
- g. Proclamation for Peace Officers Memorial Day and Police Week
- h. Budget amendment to appropriate Fund Balance and increase Legal Fees by \$25,000
- i. Approve Resolution 2020-05 to support County BUILD grant application to study stormwater, our share \$6,000 in FY 22 or 23
- j. Receive Certificate of Sufficiency for annexation petitions from Clerk
- k. Approve Resolution 2020-07 fixing date of public hearing on question of annexation pursuant to G.S. 160A-31 for June 8, 2020
- l. Receive any reports from Communications Committee, Parks and Rec Committee, Planning Board and Deputy

Council Member Como motioned to approve the consent agenda. Acting Mayor Fuller seconded the motion.

The motion passed unanimously.

April 30, 2020 Balance Sheet

ASSETS

Current Assets

Checking/Savings

Fifth Third Bank checking	131,504.59
Fifth Third Maxsaver	434,801.98
NCCMT Government Portfolio	314,382.92
BB&T CD 9.26.2020	300,000.00
Cash Change Fund	50.00

Total Checking/Savings 1,180,739.49

Accounts Receivable

Misc. Fees Receivable	5,930.00
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Total Accounts Receivable 5,930.00

Other Current Assets

Property Tax Rec.	1,024.00
Allow. for Doubtful Accounts	-491.00
Prepaid Exp.	188.00
Total Sales Taxes to be Received	881.55

Total Other Current Assets 1,602.55

Total Current Assets 1,188,272.04

Fixed Assets

Land 813,423.00

Dogwood Park

Dogwood Park Amphith.,S/L Equip	116,297.00
Dogwood Park Improvements	775,861.00
Dogwood Park fountain	12,960.00
Dogwood Park Water Improvement	8,440.00
Dogwood Park Gate	8,283.00
Dogwood Park Signs	3,803.00

Total Dogwood Park 925,644.00

Town Hall 1,361,869.00

Furniture & Equipment 40,485.00

Town Hall Driveway/Irrigation 64,192.00

Accumulated Deprec. -633,875.98

Total Fixed Assets 2,571,737.02

Other Assets

Def Outflow Contr to PenPlan CY	18,207.00
Total Other Assets	18,207.00
TOTAL ASSETS	3,778,216.06
LIABILITIES & Fund Balance	
Other Current Liabilities	
Due to Union County Schools	30.07
Deposits To Refund	380.00
Escrow from Developers	45,076.00
Deferred Revenue	713.20
Total Other Current Liabilities	46,199.27
Total Current Liabilities	46,199.27
Long Term Liabilities	
Net pension liability	8,306.00
Deferred inflows Pension	43.00
Total Long Term Liabilities	8,349.00
Total Liabilities	54,548.27
Fund Balance	
Fund Bal. inv. in Fixed Assets	2,571,737.02
Fund Bal. Assigned for Sidewalk	36,000.00
Fund Balance Assigned for NNO	313.40
Fund Bal Assign future park imp	90,550.00
FB Restrict for P&R fee in lieu	0.85
Fund Bal. non-spendable	287,354.00
Fund Balance	744,328.73
Net Excess of Rev. over Exp.	-6,616.21
Total Fund Balance	3,723,667.79
TOTAL LIABILITIES & Fund Balance	3,778,216.06

April 2020 Budget Report

	<u>Apr 20</u>	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>% of Budget</u>
General Fund				
Revenues				
Appropriated from Fee In Lieu	0.00	0.00	122,530.00	0%
Appropriated Fund Balance	0.00	0.00	110,276.00	0%
Property Tax Income				
Current Year Property Tax	696.97	157,331.40	153,767.00	102%
Utility Ad Valorem	0.00	1,920.76	2,214.00	87%
Vehicle Registration	1,418.25	14,458.61	17,100.00	85%
Delinquent Property Tax	0.95	483.64	200.00	242%

2020.05.15 Council meeting minutes

Interest/Ad Fee on Taxes	35.90	310.10	240.00	129%
Total Property Tax Income	2,152.07	174,504.51	173,521.00	101%
Fees and Licenses				
Privilege Licenses - ABC	0.00	285.00	285.00	100%
Zoning Permit	1,975.00	37,550.00	25,000.00	150%
Engineering Fees				
Reimbursement	5,940.00	29,500.24	40,000.00	74%
Misc. Fees	0.00	2,021.73	1,500.00	135%
Fee in lieu -Open Space Land	0.00	51,573.04	0.00	100%
Total Fees and Licenses	7,915.00	120,930.01	66,785.00	181%
Interest Earned	124.50	4,742.03	6,000.00	79%
Shared Revenues				
Sales & Use Taxes	4,469.84	34,787.65	54,500.00	64%
Sales Tax on Telecom. Services	0.00	3,220.68	7,500.00	43%
Sales Tax on Video Programming	0.00	43,679.25	92,500.00	47%
Sales Tax on Electricity	0.00	102,736.56	195,000.00	53%
Sales Tax on Piped Natural Gas	0.00	6,217.48	12,000.00	52%
Alcoholic Beverage Tax	0.00	0.00	38,500.00	0%
Total Shared Revenues	4,469.84	190,641.62	400,000.00	48%
Total Income	14,661.41	490,818.17	879,112.00	56%
Expense				
Total Town Hall Operating Expense	1,533.24	24,119.63	34,100.00	71%
Total Operating Expenditures	3,082.02	43,593.55	70,717.00	62%
Total Planning & Zoning	9,626.93	64,284.43	90,550.00	71%
Total Gen. Govt. Salaries	16,454.43	140,898.74	182,950.00	77%
Total Professional Fees	6,933.08	57,665.25	74,555.00	77%
Total Capital Outlay	412.00	2,560.77	18,320.00	14%
Total Public Services / Safety	24,772.41	99,189.64	101,690.00	98%
Parks & Recreation				
Total Recreation Events	0.00	9,842.51	28,000.00	35%
Total Park Maint. Supplies& Mat.	45.86	2,200.62	4,000.00	55%
Total Park Maint. Services	4,778.56	51,757.62	107,700.00	48%
Total P&R Capital Outlay	0.00	1,321.62	166,530.00	1%
Total Parks & Recreation	4,824.42	65,122.37	306,230.00	21%
Total Expense	67,638.53	497,434.38	879,112.00	57%
Net Excess of Rev. over Exp.	-52,977.12	-6,616.21	0.00	100%

ORDINANCE 2020-02
DECLARING SPEED LIMIT ON A PORTION OF NC 84

WHEREAS the State of North Carolina, Department of Transportation has declared the following speed limit; and

WHEREAS they have requested the Village of Wesley Chapel enact an ordinance declaring the following speed limit;

THEREFORE the Village of Wesley Chapel declares the following speed limit:

<u>Speed Limit</u>	<u>Road</u>	<u>Description</u>
55	NC 84	NC 84 between a point 0.56 mile east of SR 1348 and a point 0.68 mile east of SR 1348

Approved this 15th day of May, 2020.

Acting Mayor Amanda Fuller

Attest:

Village Clerk Cheryl Bennett

RESOLUTION 2020-06 TO ADOPT THE
CABARRUS STANLY UNION REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the Village of Wesley Chapel is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, the Village of Wesley Chapel desires to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and

WHEREAS, it is the intent of the Village of Wesley Chapel to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the Village of Wesley Chapel to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the Village of Wesley Chapel; and

WHEREAS, the Village of Wesley Chapel, in coordination with Cabarrus, Stanly and Union Counties and the participating municipalities within those Counties has prepared a multi-jurisdictional hazard mitigation plan with input from the appropriate local and state officials; and

WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency are reviewing the Cabarrus Stanly Union Regional Hazard Mitigation Plan for legislative compliance and will approve the plan pending the completion of local adoption procedures;

NOW, THEREFORE, BE IT RESOLVED that the Village Council of Village of Wesley Chapel hereby:

1. Adopts the Cabarrus Stanly Union Regional Hazard Mitigation Plan; and
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

Adopted on May 15, 2020.

Amanda Fuller, Acting Mayor Per NC GS 160A- 70

ATTEST:

Cheryl Bennett, Clerk

Village of Wesley Chapel, NC

Proclamation for Peace Officers Memorial Day and Police Week



WHEREAS: The Congress and President of the United States in 1962 designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS: the members of the Union County Sheriff's Office play an essential role in safeguarding the rights and freedoms of the citizens of Wesley Chapel; and

WHEREAS: It is important that all citizens understand the challenges, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, the innocent against deception and the weak against oppression; and

WHEREAS: we must never take for granted the selfless service of our members of law enforcement and the contributions they make to our community, and must honor those who have lost their lives or have become disabled in the performance of duty;

NOW, THEREFORE I, Acting Mayor Amanda Fuller, by virtue of the authority vested in me as Acting Mayor of the Village of Wesley Chapel in North Carolina, do hereby proclaim the week of May 10-16, 2020 as Police Week, and May 15, 2020 as Peace Officers' Memorial Day.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Village of Wesley Chapel, NC to be affixed this 15th day of May, 2020.

Signed _____ SEAL Attest _____
Acting Mayor Amanda Fuller Clerk Cheryl Bennett

Village of Wesley Chapel, NC Resolution 2020-05

RESOLUTION SUPPORTING UNION COUNTY APPLICATION FOR BUILD GRANT TO STUDY STORMWATER IN UNION AND LANCASTER COUNTIES



WHEREAS, the Village of Wesley Chapel has a strong stormwater ordinance yet still continues to experience stormwater issues in various locations; and

WHEREAS, the Village of Wesley Chapel has irregular borders wherein some stormwater issues originate in adjacent municipalities or in unincorporated Union County; and

WHEREAS, the Village of Wesley Chapel recognizes that these stormwater issues create dangerous situations for citizens; and

WHEREAS, Union County intends to apply for a US Department of Transportation Better Utilizing Investments to Leverage Development (BUILD) grant to study stormwater throughout the entire County and part of Lancaster County; and

WHEREAS, the Village believes a review of stormwater irrespective of municipal boundaries will be beneficial to the entire region; and

WHEREAS, costs for the study will be shared by both Counties and the municipalities with an estimated cost to Wesley Chapel of \$6,000 due in Fiscal Year 2022 or Fiscal Year 2023;

NOW, THEREFORE be it resolved that the Village of Wesley Chapel hereby supports the Union County Board of County Commissioners application for a BUILD grant and expresses our willingness to share in the cost.

Adopted this the 15th day of May 2020.

Amanda Fuller, Acting Mayor per NC 160A-70

Attest:

Cheryl Bennett, Clerk

**Village of Wesley Chapel, NC Resolution 2020-07
RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF
ANNEXATION PURSUANT TO G.S. 160A-31**

WHEREAS, petitions requesting annexation of the area described herein have been received; and

WHEREAS, the Village of Wesley Chapel has directed the Village Clerk to investigate the sufficiency of the petitions; and

WHEREAS, certification by the Village Clerk as to the sufficiency of the petitions has been made;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Wesley Chapel, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Wesley Chapel Town Hall, at 6490 Weddington Road, Wesley Chapel, North Carolina at 7:00 pm, on June 8, 2020.

Estates at Wesley Oak, Lots 9 and 45
Adelaide Estates, Lot 39
Parcels 06006281, 06006249, 06006250, and 06006282, all are Common Open Space at Adelaide Estates
Parcel 06105012, 8 acres on Cuthbertson Road

Section. 3. Notice of the public hearing shall be published in the Enquirer-Journal, a newspaper having general circulation in the Village of Wesley Chapel, at least ten (10) days prior to the date of the public hearing.

Approved May 15, 2020.

Acting Mayor Amanda Fuller

ATTEST:

Cheryl Bennett, Clerk

5. Finance Officer's Report and set date for FY 2020/21 Budget Meeting

The financial reports for April 30, 2020 were submitted to Council and it was noted that our next quarterly state shared revenues do not come in until June and are for the quarter ending in March. Sales tax is received monthly but also three months in arrears. The budget meeting was scheduled for May 19, 2020 at 7 pm at town hall.

6. Consider appointment of John Shinn Jr. to Board of Adjustment as alternate

Council Member Como motioned to appoint John Shinn Jr. as alternate to the Board of Adjustment. Council Member Bailey seconded the motion.

The motion passed unanimously.

Council Member Boyce asked for the application to be given to the Board of Adjustment Chair.

7. Update on Comprehensive Plan Progress; approve Focus Group application form

Planner Byers reported the focus group application form was posted, and she has four applicants so far. She would like to receive three applicants for each of seven groups. She has adjusted the Comprehensive Plan schedule, so now the focus groups will meet before the joint Council/Planning Board meeting. The joint meeting was tentatively scheduled for 5-7 pm before the Planning Board meeting at 7 pm on June 22, 2020. Food will be provided at the meeting.

8. Comprehensive Plan Community Survey - approve questions, cost and possible budget amendment to do postcard mailing for \$1,500

Planner Byers noted originally \$500 was allocated for Survey Monkey but she found free Survey123 which the County used, and it allows her to include a map question. You can allow one respondent per computer per browser but using different browsers you can re-take the survey. The survey will be sent to residents, not taxpayers. There can be a code on the postcard for respondents to input to the survey. The survey will be advertised by the postcard, website, and Facebook, and sent to HOA's. If someone requests a paper copy, we will have those available. We will request respondents' email address and physical address.

Postcard options (3,000 postcards) include printing in-house, or printing and mailing using Vistaprint for about \$1,570, or First Class Presort can do 4x6 postcards for \$1,350 or 5.5 x 8-inch postcards for \$1,475.

Council Member Como motioned to do the 5.5 x 8-inch postcards, color on one side for up to \$1,600. Council Member Boyce seconded the motion. The second was rescinded. Council Member Como amended the motion to include First Class Presort as the vendor. Council Member Boyce seconded the motion. The postcards should be reviewed by Acting Mayor Fuller before being mailed out.

The motion passed unanimously.

Council originally approved a \$7,300 budget for Comprehensive Plan expenses, including \$500 for the survey. We have only spent \$155 on engineering fees. Council Member Como motioned that the \$1,600 for postcard mailing shall come out of the \$7,300 previously budgeted. Council Member Boyce seconded the motion.

The motion passed unanimously.

Community Survey questions were reviewed. Several changes were discussed, and Planner Byers will make changes requested and re-send them to Council. Council Member Como motioned for Acting Mayor Fuller to make the final approval with the changes after Council reviews them. Council Member Bailey seconded the motion.

The motion passed unanimously.

9. Discuss plan to reopen town hall including when and process

Discussion included concern to protect staff, get direct feedback from staff, and that things may not be what they were before the pandemic. Acting Mayor Fuller noted Amy Mumpower is agreeable to working in town hall, and our other two staff who have childcare and health concerns can come in on alternate days as needed which they have been doing.

Tele-commuting has worked successfully. Council wants to control who comes to Town Hall, and it was noted Council members do not need to be here. A table can be used to keep citizens a safe distance away from the window in the lobby. We will put out an announcement to let citizens know that normal business is being taken care of. Clerk Bennett obtained hand sanitizer and masks for staff. The possibility of electronic zoom meetings was discussed, you can purchase the service monthly. Acting Mayor Fuller will confirm with Amy Mumpower that she can work at town hall during normal business hours. A sign will be put up that anyone who goes beyond the lobby must wear a mask. At the June Council meeting a decision will be made on what do about the June Planning Board meeting, and to update this agenda item.

10. Consider bids for new microphones ranging from \$3,261 to \$9,899 and possible budget amendment to fund them

Council Member Como motioned to table this item. Acting Mayor Fuller seconded the motion.

The motion passed unanimously.

11. Council Comments

Council Member Como complimented Planner Byers for resolving the code problem which went to civil action on Cottonwood Circle, and Acting Mayor Fuller for all the work she has done through the coronavirus crisis. He commented that the donation request from Bill Deter should be addressed at the budget meeting. He repaired wood at the pier and will repair the railing for a cost of about \$300.

Council Member Boyce agreed on creating a policy for donation requests and noted the budget will involve tough decisions. He would like to find out what the total use of the park is to justify expenditures, perhaps a counter could be placed at the gate.

Council Member Bailey noted revenues will be a big question during the budget process and asked everyone to be conservative and review priorities.

Acting Mayor Fuller reported a meeting was held with the MAPS group. Staff will fill out job questionnaires first, and she and Council Member Bailey will also review them.

At the budget meeting everyone will sit at tables with appropriate social distancing, and masks will be worn.

12. Adjournment

Council Member Bailey motioned to adjourn; Council Member Boyce seconded the motion.
The motion passed unanimously.

The meeting ended at approximately 8:35 pm.

Respectfully submitted,

Cheryl Bennett, Clerk

Amanda Fuller, Acting Mayor Per G.S. 160A-70