

MINUTES
VILLAGE OF LAKE PARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION OF COUNCIL

7:00 P.M.

FEBRUARY 11, 2014

ATTENDING: Mayor Kendall Spence
Council Members: David Cleveland, John Barnes, Sandy Coughlin, Mark Phillips and Fabian Szarko.
Finance Officer – Cheryl Bennett
Village Clerk/Tax Collector – Cheri Clark
Attorney Ken Swain

CALL TO ORDER: Mayor Kendall Spence called the Village of Lake Park February Regular Session Council Meeting to order.

PLEDGE OF ALLEGIANCE: Mayor Kendall Spence led the Pledge of Allegiance.

PUBLIC COMMENT: Nobody signed up for Public Comment.

PURPLE HEART PRESENTATION: Due to weather, the Purple Heart Presentation has been rescheduled.

APPROVAL OF MINUTES: Sandy Coughlin made the motion to approve the January 7, 2014 Special Meeting Minutes. David Cleveland seconded the motion. Vote – Unanimous. Sandy Coughlin made the motion to approve the January 7, 2014 Closed Session Meeting Minutes. John Barnes seconded the motion. Vote – Unanimous. John Barnes made the motion to approve the January 14, 2014 Regular Session Council Meeting minutes. Fabian Szarko seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: Sandy Coughlin made the motion to adopt the agenda as presented. John Barnes seconded the motion. Vote – Unanimous.

WASTE COLLECTION: Sandy Coughlin stated that there were 6 responses to the RFP, one of which was a decline to bid. The five bidders are represented on the Waste Collection Review Committee Recommendation for Lake Park grid – Exhibit A. Bids were opened by the Waste Collection Review Committee on Friday – February 7th and the Waste Collection Review Committee met on Monday, February 10th to discuss each one of the proposals. The top three proposals to consider for the waste collection services for the Village are Waste Pro - \$208,178, Trash Control - \$209,535 and Band of Brothers - \$199,428. Waste Connections and Advanced Disposal Proposals A and B were not selected primarily due to having the highest annual base costs, in addition to CPI, fuel prices and other additional fees. The last four years the Village has budgeted \$203,000 for Waste Collection Services.

Trash Control has done an incredible job during our 90 day interim contract. They stepped into a situation with a lot of unknown factors utilizing the same pricing that Covenant Waste established in 2010. Their proposal does not include a CPI or fuel adjustment fee for the life of the contract.

Band of Brothers is \$10,000 less than Trash Control's annual fee. Even though Band of Brothers is a new business, the owners Richard Thompson and Julian Lindsay are veterans in the waste collection business. Richard Thompson owned Covenant Waste until 2011 and Julian Lindsay was the Operations Director with Covenant Waste until January 2014. Their proposal also does not include a CPI or fuel adjustment fee for the life of the contract.

Waste Pro is a regional waste collection service that is \$1,300 less than Trash Control; however they have a CPI adjustment and a fuel index of a half of a percent every six months when diesel prices exceed \$4.20 per gallon. It is worth noting that diesel price variation averages did not exceed \$4.20 between 2012 and 2013.

All three companies would provide new carts and bins with the waste collector's name and telephone number on the carts. The day of collection would not change for the Village. The cost for the Lucas Landscaping yard debris roll off has increased considerably. The existing contract is \$250 a month and Waste Pro's cost is \$1,700 a month. Currently Lucas Landscaping contributes \$150 a month toward the cost of the container, however; the Village would be expected to raise both the Village and the Lucas portions of the split and Sandy Coughlin would approach Mr. Lucas. Sandy Coughlin invited Council questions.

David Cleveland inquired if Lucas Landscaping would be receptive to splitting the cost of the yard waste container. Sandy Coughlin stated that it is likely if splitting the cost is still less expensive for Lucas than having an independent service. David Cleveland also asked if the collection of white goods and yard debris were part of the waste collection fee or an additional amount. Sandy Coughlin replied that the prices on the grid include the cost for these services. Mayor Kendall Spence asked if the RFP had a provision for the waste collection provider having been in business for at least three years. Sandy Coughlin stated that the RFP did request 3 year financial statements and ongoing annual audited statements in the interest of the fiscal stability of each bidding vendor.

Sandy Coughlin shared that the Waste Collection Review Committee recommendation is Waste Pro because of their sustainability. Mayor Kendall Spence expressed concerns about the size of the trucks and the cul-de-sac constraints. The alleys and cul-de-sacs limit the size of equipment that can be used in these areas and vendors typically provide manual rather than drive up service where access would be too tight. Waste Pro provides educational materials and participates in community events. Concerns were also expressed about the responsiveness of a regional operation. Waste Pro has an office in Indian Trail on Gribble Road.

Sandy Coughlin thanked Chris Yeager for his willingness to serve on the Waste Collection Review Committee. Chris Yeager provided a fresh set of eyes when reviewing the proposals. Sandy Coughlin made the motion that the Village of Lake Park accepts the waste collection proposal submitted by Waste Pro. David Cleveland seconded the motion. Vote – Unanimous.

Attorney Ken Swain will review the proposed contract prior to the March 10th Council meeting. The Village could then approve the contract at the March meeting. Trash Control's contract expires April 11th and the rented carts and bins will need to be removed, Waste Pro's new carts and bins ordered and delivered. The Waste Collection Review Committee may be able to disband April 8th.

SECURITY REPORT: There were 4 alarm calls during the month of January. There were a total of 279 calls in Lake Park during the month of January. There were 9 - 911 hang ups or misdials, 8 improperly parked vehicles, 3 property damage vandalism mischief calls, 5 animal lost stray unwanted or bites, 1 trespassing calls and 5 traffic stops.

Last year about this same time, the Village had issues with a pet owner in the townhomes that has two pit bulls and a lab. At that time, the animals were getting out of the fence, roaming the neighborhood and were aggressive. The dogs are getting out again and the Village has issued two citations for dogs off leash. Deputy Brett is waiting on direction from the Sheriff's legal counsel on how to proceed.

Mayor Kendall Spence requested that the deputies be aware of speeding on Conifer Circle. We may need to set up a traffic trailer again to remind residents to slow down.

PLANNING BOARD UPDATE: Mark Phillips shared that the Council motion last month approving the text amendments did not include a consistency statement which is required for amendments to the UDO; therefore an additional motion is needed. Mark Phillips made the motion that based upon the public hearing, the recommendation of the Lake Park Planning Board, the recommendation of the staff, review of text changes submitted for the necessity of complying with state law that the Council find that the recommended text changes are consistent with the comprehensive plan of the UDO, are reasonable and are in the interest of the public. David Cleveland seconded the motion. Vote – Unanimous.

FINANCE OFFICER'S MONTHLY REPORT: Cheryl Bennett stated that expenditures look fine and requested that Parks and Rec look at the Flags and Banners line item.

| | Jan 14 | Jul '13 - Jan 14 | YTD Budget | % of Budget |
|--------------------------------------|-----------|------------------|------------|-------------|
| General Fund | | | | |
| Income | | | | |
| Property Taxes | | | | |
| Ad valorem current year | 27,358.87 | 516,617.63 | 535,510.00 | 96.47% |
| Utility ad valorem | 7,023.98 | 10,072.68 | 7,800.00 | 129.14% |
| Motor vehicle tax | 13,762.87 | 44,868.82 | 53,878.00 | 83.28% |
| Ad valorem prior years | 0.00 | 0.00 | 2,000.00 | 0.0% |
| Prior years motor vehicle tax | 273.75 | 4,100.84 | | |
| Penalties and interest | 323.64 | 868.19 | 1,202.00 | 72.23% |
| Total Property Taxes | 48,743.11 | 576,528.16 | 600,390.00 | 96.03% |

| | | | | |
|---|------------------|-------------------|---------------------|---------------|
| Other Taxes | | | | |
| Stormwater Fees- current year | 3,375.00 | 42,005.00 | 43,130.00 | 97.39% |
| Cable franchise-from Time Warne | 0.00 | 881.00 | 2,800.00 | 31.46% |
| Total Other Taxes | 3,375.00 | 42,886.00 | 45,930.00 | 93.37% |
| State Shared Revenues | | | | |
| Sales and use tax | 11,668.69 | 54,051.90 | 150,000.00 | 36.04% |
| Telecom. Franchise | 0.00 | 808.00 | 2,400.00 | 33.67% |
| Elec. franchise tax | 0.00 | 20,895.88 | 70,000.00 | 29.85% |
| Video Prog. (Cable from State) | 0.00 | 5,283.58 | 20,850.00 | 25.34% |
| Piped Gas | 0.00 | 1,090.00 | 8,500.00 | 12.82% |
| Solid Waste Disposal Tax | 0.00 | 868.90 | 2,400.00 | 36.2% |
| Total State Shared Revenues | 11,668.69 | 82,998.26 | 254,150.00 | 32.66% |
| Parks & Recreation Revenue | | | | |
| Program Fees | 0.00 | 709.25 | 1,700.00 | 41.72% |
| Facility Rentals | 350.00 | 3,905.00 | 3,000.00 | 130.17% |
| Daily swim fees | 0.00 | 4,906.00 | 8,000.00 | 61.33% |
| Season pass pool fees | 0.00 | 780.00 | 48,000.00 | 1.63% |
| Total Parks & Recreation Revenue | 350.00 | 10,300.25 | 60,700.00 | 16.97% |
| Other revenues | | | | |
| Commercial Waste Coll. Extras | 0.00 | 600.00 | 1,800.00 | 33.33% |
| Approp. Fund Balance | 0.00 | 0.00 | 92,461.00 | 0.0% |
| Civil Penalties | 10.00 | 110.00 | 600.00 | 18.33% |
| Investment revenue | 0.00 | 339.64 | 9,000.00 | 3.77% |
| Miscellaneous | 477.30 | 762.30 | 1,000.00 | 76.23% |
| Total Other revenues | 487.30 | 1,811.94 | 104,861.00 | 1.73% |
| Total Income | 64,624.10 | 714,524.61 | 1,066,031.00 | 67.03% |
| Gross Profit | 64,624.10 | 714,524.61 | 1,066,031.00 | 67.03% |
| Expense | | | | |
| Office Expense | 0.00 | 0.00 | | |
| General Government | | | | |
| Other Expenditures | | | | |
| Economic Development | 0.00 | 1,018.28 | 5,000.00 | 20.37% |
| Contingency | 0.00 | 0.00 | 10,000.00 | 0.0% |
| Stormwater Expense | | | | |
| Advertising | 0.00 | 0.00 | 100.00 | 0.0% |
| Dues and Permits | 0.00 | 175.00 | 1,100.00 | 15.91% |
| Prof. Fees - Engineering | 0.00 | 122.50 | 10,000.00 | 1.23% |

| | | | | |
|---|-----------------|------------------|------------------|---------------|
| Repairs & Maint. Services | 0.00 | 3,371.93 | 28,930.00 | 11.66% |
| Cap.Outlay- Pet Waste Stations | 0.00 | 0.00 | 3,000.00 | 0.0% |
| Total Stormwater Expense | 0.00 | 3,669.43 | 43,130.00 | 8.51% |
| Total Other Expenditures | 0.00 | 4,687.71 | 58,130.00 | 8.06% |
| Planning and Zoning | | | | |
| Zoning Admin. Services | 900.00 | 6,300.00 | 10,000.00 | 63.0% |
| Code Enforcement Services | 0.00 | 0.00 | 10,000.00 | 0.0% |
| Consulting Fees | 386.25 | 727.50 | 2,000.00 | 36.38% |
| Legal Services | 0.00 | 0.00 | 3,500.00 | 0.0% |
| Advertising | 0.00 | 0.00 | 200.00 | 0.0% |
| Postage | 0.00 | 8.15 | 300.00 | 2.72% |
| Supplies | 0.00 | 354.93 | 1,000.00 | 35.49% |
| Training | 0.00 | 0.00 | 500.00 | 0.0% |
| Total Planning and Zoning | 1,286.25 | 7,390.58 | 27,500.00 | 26.88% |
| Gen. Govt. Personal Services | | | | |
| Adm Assistant | 0.00 | 430.00 | 500.00 | 86.0% |
| Clerk/Tax Collector | 4,850.00 | 33,950.00 | 58,200.00 | 58.33% |
| Council | 0.00 | 5,178.33 | 11,950.00 | 43.33% |
| Finance Officer | 1,256.67 | 8,796.69 | 15,080.00 | 58.33% |
| Mayor | 0.00 | 2,170.00 | 4,340.00 | 50.0% |
| Payroll Expenses | 573.71 | 4,426.78 | 6,835.00 | 64.77% |
| Total Gen. Govt. Personal Services | 6,680.38 | 54,951.80 | 96,905.00 | 56.71% |
| Professional Fees | | | | |
| Auditing Services | 0.00 | 5,000.00 | 5,000.00 | 100.0% |
| Legal Services | 3,045.00 | 6,272.00 | 15,000.00 | 41.81% |
| Total Professional Fees | 3,045.00 | 11,272.00 | 20,000.00 | 56.36% |
| Supplies and Materials | | | | |
| Office | 347.87 | 1,467.30 | 3,300.00 | 44.46% |
| Total Supplies and Materials | 347.87 | 1,467.30 | 3,300.00 | 44.46% |
| Services | | | | |
| Advertising | 0.00 | 0.00 | 200.00 | 0.0% |
| Membership and dues | 0.00 | 3,886.00 | 4,036.00 | 96.28% |
| Bank charges | 80.71 | 534.01 | 800.00 | 66.75% |
| Elections | 0.00 | 2,506.32 | 3,710.00 | 67.56% |
| Insurance/bonds | 0.00 | 7,641.74 | 7,650.00 | 99.89% |
| Miscellaneous oper. exp. | 0.00 | 0.00 | 400.00 | 0.0% |

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|--|------------------|-------------------|-------------------|---------------|
| Newsletter/website/flyers | 110.00 | 574.03 | 750.00 | 76.54% |
| Printing & Delivery Newsletter | 0.00 | 550.00 | 2,600.00 | 21.15% |
| Postage | 0.00 | 20.56 | 500.00 | 4.11% |
| Tax collection | 370.86 | 1,559.47 | 1,808.00 | 86.25% |
| Telephone | 235.50 | 1,708.34 | 3,000.00 | 56.95% |
| Training | 400.00 | 400.00 | 800.00 | 50.0% |
| Travel | 236.99 | 666.33 | 1,200.00 | 55.53% |
| Total Services | 1,434.06 | 20,046.80 | 27,454.00 | 73.02% |
| Capital Outlay | | | | |
| Reserve for Capital Replacement | 0.00 | 0.00 | 10,000.00 | 0.0% |
| Total Capital Outlay | 0.00 | 0.00 | 10,000.00 | 0.0% |
| Total General Government | 12,793.56 | 99,816.19 | 243,289.00 | 41.03% |
| Parks & Recreation | | | | |
| Parks/Rec. Supplies & Materials | | | | |
| Janitorial /Cleaning Supplies | 0.00 | 0.00 | 500.00 | 0.0% |
| Food/Provisions - events | 0.00 | 549.95 | 2,260.00 | 24.33% |
| NNO Food/Supplies | 0.00 | 729.82 | 0.00 | 100.0% |
| Pool Supplies | 0.00 | 0.00 | 3,000.00 | 0.0% |
| Total Parks/Rec. Supplies & Materials | 0.00 | 1,279.77 | 5,760.00 | 22.22% |
| Parks/Rec Services | | | | |
| Pool Attendant Salaries | 0.00 | 0.00 | 750.00 | 0.0% |
| Water/Sewer | 82.65 | 2,267.20 | 4,400.00 | 51.53% |
| Natural Gas | 121.88 | 331.78 | 1,000.00 | 33.18% |
| Comm. center maintenance | 369.00 | 2,815.70 | 12,400.00 | 22.71% |
| Pool management fee | 4,911.00 | 17,053.50 | 48,570.00 | 35.11% |
| Pool Operations | 0.00 | 3,146.46 | 11,100.00 | 28.35% |
| Seasonal Decorations | 1,985.25 | 11,259.60 | 12,200.00 | 92.29% |
| Events Services | 0.00 | 140.00 | 140.00 | 100.0% |
| Total Parks/Rec Services | 7,469.78 | 37,014.24 | 90,560.00 | 40.87% |
| Maintenance of Common Areas | | | | |
| Landscaping | 10,525.00 | 80,125.00 | 140,700.00 | 56.95% |
| Park maintenance | 410.68 | 15,267.98 | 35,750.00 | 42.71% |
| Pond maintenance | 0.00 | 6,131.00 | 43,380.00 | 14.13% |
| Electric Maintenance | 0.00 | 3,757.42 | 5,000.00 | 75.15% |
| Repairs of Common Areas | 180.00 | 1,625.64 | 2,000.00 | 81.28% |
| Total Maintenance of Common Areas | 11,115.68 | 106,907.04 | 226,830.00 | 47.13% |

| | | | | |
|---------------------------------------|------------------|-------------------|---------------------|----------------|
| Parks/Rec Capital Outlay | | | | |
| Council chambers video system | 0.00 | 0.00 | 4,000.00 | 0.0% |
| Reserve for pool re-plastering | 0.00 | 0.00 | 20,000.00 | 0.0% |
| Benches, Tables etc. | 0.00 | 0.00 | 4,000.00 | 0.0% |
| Flags and Banners | 426.80 | 426.80 | | |
| Security System/Camera System | 0.00 | 0.00 | 4,000.00 | 0.0% |
| Total Parks/Rec Capital Outlay | 426.80 | 426.80 | 32,000.00 | 1.33% |
| Total Parks & Recreation | 19,012.26 | 145,627.85 | 355,150.00 | 41.01% |
| Public Services/Safety | | | | |
| Electric bills | 7,974.38 | 57,131.60 | 103,000.00 | 55.47% |
| Street Signs | 0.00 | 822.00 | 2,000.00 | 41.1% |
| Waste Collection | 16,834.00 | 100,554.00 | 203,000.00 | 49.53% |
| Law enforcement | 0.00 | 79,796.00 | 159,592.00 | 50.0% |
| Total Public Services/Safety | 24,808.38 | 238,303.60 | 467,592.00 | 50.96% |
| Total Expense | 56,614.20 | 483,747.64 | 1,066,031.00 | 45.38% |
| Net General Fund | 8,009.90 | 230,776.97 | 0.00 | 100.0% |
| Powell Bill | | | | |
| PB Income | | | | |
| Interest - Powell Funds | 38.07 | 144.34 | 100.00 | 144.34% |
| Powell Bill Revenue | 0.00 | 95,533.79 | 90,000.00 | 106.15% |
| Total PB Income | 38.07 | 95,678.13 | 90,100.00 | 106.19% |
| PB Expense | | | | |
| Street Exp. - Powell Bill | 0.00 | 4,839.00 | 90,100.00 | 5.37% |
| Total PB Expense | 0.00 | 4,839.00 | 90,100.00 | 5.37% |
| Net Powell Bill | 38.07 | 90,839.13 | 0.00 | 100.0% |
| Net Excess of Rev. over Exp. | 8,047.97 | 321,616.10 | 0.00 | 100.0% |

TAX REPORT AND REFUNDS: Cheri Clark reported that as of January 31st, 96% of ad valorem taxes had been collected. Sandy Coughlin made the motion to refund \$885.66 due to tax overpayments. John Barnes seconded the motion. Vote – Unanimous.

PARK AND RECREATION BUSINESS: Fabian Szarko shared that February 22nd Common Heart is hosting a 5k run in the Village. In conjunction with the Village of Lake Park Fourth of July festivities, Common Heart will be hosting a 5k, 10k and firecracker run in the morning. Fabian Szarko made a motion to close Meeting Street on July 4th from 7 a.m. to 11 a.m. David Cleveland seconded the motion. Vote – Unanimous.

David Cleveland stated that Parks and Rec received three quotes to paint the following areas inside the Community Center: Foyer, Bathrooms, Kitchen and Community Meeting Room - plus interior doors and trim. The quotes were as follows:

| | |
|-------------------|-----------|
| MVO Painting | \$4500.00 |
| RC Painting | \$2175.00 |
| Southend Painting | \$2007.34 |

Council had approved up to \$2500 for this painting at the January Council meeting. The Parks and Rec Commission reviewed the quotes at our meeting on January 27th and decided to award the contract to Southend Painting. The funds will come out of Community Center Maintenance.

Cheri Clark, Storm Water Administrator, requested approval from Parks and Rec to install three new pet waste stations in the Village. The stations that we have been using are currently on sale for \$379 each (regularly \$448 each). Possible locations for the new stations would be Veterans Pond, Alden Pond, Founders Park or the Village Townhome area. David Cleveland made the motion to approve \$2,100 for the purchase and installation of three new pet waste stations plus five cases of bags to be funded by Storm Water. John Barnes seconded the motion. Vote – Unanimous.

Parks and Rec received three bids to trim or remove the 35 trees that represent conflict with the street lights within the Village. These bids were as follows:

| | |
|--------------------|------------|
| Union Power | \$4,659.97 |
| Kiker Tree Service | \$3,000.00 |
| Lucas Landscaping | \$2,950.00 |

It is the recommendation of the Parks and Rec Commission to have Kiker Tree Service perform the work since they are a professional tree service and their bid included the grinding of additional stumps in the cul-de-sacs. David Cleveland made the motion that we have this work done by Kiker Tree Service. The funds would come out of Park Maintenance. John Barnes seconded the motion. Vote – Unanimous.

The Invitations to Bid for the Russell Park Pond Restoration project were sent out on January 2nd to five prospective bidders. We received four bids for the project and they are as follows:

| | |
|--------------------------|--------------|
| Royal Landscape | \$122,877.00 |
| Baker A.R. LLC | \$ 52,405.00 |
| J.B. Presslar | \$ 49,400.00 |
| Lucas Lawn & Landscaping | \$ 29,042.00 |

Lucas Lawn & Landscaping's bid was \$20,000 lower due to the fact that they will be using a front end loader. The specifications for the project included removing up to an estimated foot and half of silt, silt removal from the site, Bermuda sod and street washing. The muskrats have been removed from the pond and damage to the banks will be addressed. Parks and Rec would

like to recommend Lucas Lawn & Landscaping for the project. David Cleveland made the motion to accept Lucas Lawn & Landscaping's bid for the Russell Park Pond Restoration. Funding for this project will come out of Storm Water. Sandy Coughlin seconded the motion. Vote – Unanimous. The project should be completed by April 15, 2014.

The landscaping contract has been updated and has been reviewed by Parks & Rec, Lucas Landscaping and Attorney Ken Swain. Copies of the updated contract were sent to Council members via e-mail yesterday. The contract is made up of the Service Contract plus Appendix A, Maintenance Specifications and Appendix B, Insurance Requirements. Significant changes to the contract are as follows:

- A. The Service Contract makes up most of the legal documentation and has been updated to reflect the changes in the date and length of the contract. We have also added compliance with e-verify and provisions for the Contractor's assets being purchased or merged into another entity.
- B. The second document is the Appendix "A" Exterior Landscape Maintenance Specification and Appendix "B" Insurance Requirements. Significant changes to Appendix "A" are as follows:
 1. Seasonal Plant Installation and Maintenance, Categories B&C have been combined into a single Category B.
 2. We added season long, blanket Fire Ant insecticide application for Founders Park and the Community Center surroundings.
 3. We changed some of the requirements for tree pruning under Tree Maintenance.
 4. We added Hardwood Mulch in addition to Pine Straw Mulching.
 5. We added Pet Waste Station service in addition to Trash Can service.

Lucas's new pricing for 2014 and 2015 has been added at various places in the agreement. Their new pricing for the base landscaping services is \$130,210 which is only 1% higher than their pricing for 2011 – 2013. Their pricing for spring and fall flowers remains the same at \$2400; and their pricing for mulch has dropped from \$21,600 to \$12,900 due to the conversion of pine straw mulch to more hardwood mulch.

It is the recommendation of the Park and Rec Commission to approve the new contract with Lucas Lawn & Landscaping for the next two years. David Cleveland made the motion to approve the new contract with Lucas Lawn & Landscaping. Funding will be from Landscaping Services. Sandy Coughlin seconded the motion. Vote – Unanimous.

STREETS: Mayor Kendall Spence shared that Eagle Engineering has completed the Pavement Evaluation Study for the Village and we have three quotes to address the following issues.

1. A pot hole at Mother Teresa Drive and Mimosa Street
2. A pot hole at the end of Gladstone (closest to Balsam Street)
3. A pot hole beginning to form at the southern end of Lincoln Court
4. A pot hole beginning to form at the end of Lake Park Road between Colby Court and Trevor Simpson Drive
5. A pot hole beginning to form at the intersection of Conifer Circle and Balsam Street.
6. An incident of isolated alligator cracking on Lake Park Road near the entrance.

The three quotes are from Appian Construction, Boggs Paving and H&S Paving.

| | |
|---------------------|------------|
| Appian Construction | \$5,805.00 |
| Boggs Paving | \$6,850.00 |
| H&S Paving | \$4,550.00 |

Mayor Kendall Spence recommended that we have H&S Paving address the potholes. Sandy Coughlin made the motion that we accept the bid from H&S Paving. John Barnes seconded the motion. Vote – Unanimous.

WEBSITE: Mark Phillips shared that the website is stable; he ended up having to rewrite the code. When the current contract ends in April, Mark Phillips recommends that the Village change internet service providers. The first year of service with will cost the Village about \$450 to \$400 and then it is \$250 to \$200 for each year thereafter. On the current website we have about 70% of the data.

PUBLIC SERVICES (Street Lighting): John Barnes stated that he would like to replace the Howard Monument lights next year and the following year replace the Kite Girl lights with lower profile and more energy efficient lights. It would reduce the amount of vandalism we are experiencing in these areas and create a more symmetric look throughout the Village.

ECONOMIC DEVELOPMENT: Sandy Coughlin stated that the EDC held two meetings last month. Nicole Bouchard, Skeeter’s Bakery, expressed her concerns about how slow January and February have been. The commissioners shared promotion ideas with Nicole.

The mylakepark.com commercial website experiences of 85 to 95% new hit history with visits averaging nearly 2 minutes each, even though several new businesses are not yet linked to the site and that the site has not been updated in three years. The EDC will be looking for a new webmaster to keep the site current. The EDC helped establish the site; however it does not pay for the maintenance of the site.

Mayor Kendall Spence discussed the need for an encroachment agreement with the owners of the Town Center (VT Management, LLC) in order to relocate the benches and planters closer to the buildings. Attorney Ken Swain stated that he would need contact information on the building’s owners to proceed. Sandy Coughlin stated that the leasing agent John Box was supportive of the relocation of the benches and planters.

CLOSED SESSION: LEGAL ADVICE CONCERNING THE PHASE 3b COMMON AREA. David Cleveland made the motion to go into Closed Session to seek legal advice from Attorney Ken Swain concerning the Phase 3b Common Area. John Barnes seconded the motion. Vote – Unanimous.

No action was taken in Closed Session.

COMMUNICATION: The deadline for articles and information for the February newsletter is Friday, February 14th at 5 p.m. Topics to be included: Community Center Painting, Pet Waste Stations, Tree Pruning for street light conflict, Russell Park Pond restoration, Renewal of Lucas Landscaping Contract and the five year Waste Collection contract.

COUNCIL COMMENTS: Mayor Kendall Spence read the following letter of resignation into the minutes.

Mayor Kendall Spence
4011 Lake Charles Way
Lake Park NC 28079

Date - February 11, 2014

Village of Lake Park NC
3801 Lake Park Rd
Lake Park NC 28079

To: Lake Park Village Council

This letter is my intent to resign, the office of mayor of the Village of Lake Park, NC effective March 31, 2014. My job responsibilities from my primary job have changed and I find it necessary to move out of Lake Park. I thank my fellow council members and staff for their support and encouragement while I been on council. It has been my sincere pleasure and honor to serve the Village of Lake Park over the years and I wish you the best going forward.

Respectfully,

Mayor Kendall Spence
Village of Lake Park NC

Mark Phillips thanked Kendall for all of his hard work in the Village and wished him the best in the future. Mark also thanked Trash Control for their service to the Village of Lake Park during this interim period of time.

Sandy Coughlin recognized Patty Dunn for being named Queen of the 2013 Lupus Mardi Gras Ball in March. Sandy Coughlin and Valeria Ross have a started a VOLP historical society and have been organizing information on the history of the Village of Lake Park. By Lake Park's 25th year, they will have an illustrated history available to all residents in either a book or DVD format. On that anniversary the time capsule at Howard's Circle will be opened. The next meeting is March 27th..

David Cleveland thanked Mayor Kendall Spence for his dedication to the Village.

David Cleveland made the motion to accept Mayor Kendall Spence's resignation effect March 31, 2014. Sandy Coughlin seconded the motion. Vote – Unanimous.

ADJOURN: David Cleveland made the motion to adjourn the meeting. John Barnes seconded the motion. Vote – Unanimous.

Respectfully submitted,

Mayor Kendall Spence

Village Clerk, Cheri Clark