

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

**7 PM**

**APRIL 12, 2016**

**ATTENDING:** Mayor David Cleveland  
Council Members: Sandy Coughlin, John Barnes, Fabian Szarko.  
Village Administrator Cheri Clark  
Finance Officer Cheryl Bennett  
Attorney Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the April 12, 2016 Regular Session Council meeting to order.

**INVOCATION:** Fabian Szarko gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor David Cleveland led the Pledge of Allegiance.

**PUBLIC COMMENT:** Blair Cooper – 3907 Balsam Street – requested that the Village consider posting Community Watch Signs at the entrances to Lake Park. The signs would cost the Village around \$650 and would hopefully deter individuals that are up to no good. Mayor David Cleveland shared that the Village would discuss the additional signage at the Budget Workshop. Captain Cody Luke with Union County’s Sheriff’s Office agreed that signage could be helpful as deterrent and offered to help with the Community Watch Program.

**APPROVAL OF MINUTES:** Sandy Coughlin made the motion to approve the March 8, 2016 Regular Session Council Minutes, March 8, 2016 Personal Property Ordinance Public Hearing Minutes, March 8, 2016 UDO Text Amendment Public Hearing Minutes and the March 8, 2016 Closed Session Minutes. Fabian Szarko seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** John Barnes made the motion to adopt the April 12, 2016 Council Agenda as presented. Fabian Szarko seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Rucker shared that there were 71 calls for service in March including 11 false alarm calls, 2 domestic disturbance, 1 burglary commercial business, 1 property damage vandalism mischief and 6 suspicious vehicles. There were 16 traffic stops and 9 radar patrols.

Chief Deputy Todd Elmore spoke about his background in law enforcement and shared that the Village of Lake Park is a safe place to live and work.

Captain Luke shared information concerning the contract towns. The Village of Lake Park had 4,279 events/calls in 2015 and two deputies, the Village of Marvin had 3,044 events/calls in

2015 and one deputy, the Village of Wesley Chapel had 5,247 events/calls in 2015 and one deputy and the Town of Weddington had 8,678 events/calls in 2015 and three deputies.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett requested that Council approve moving \$100 from Planning and Zoning Supplies to Planning and Zoning Consultant Fees and to appropriate \$491 from Miscellaneous Revenue to Community Center Maintenance. Sandy Coughlin made the motion to approve the appropriation of funds within Planning and Zoning and the appropriation from Miscellaneous Revenue to Community Center Maintenance. John Barnes seconded the motion. Vote – Unanimous. Cheryl Bennett shared that the State Revenue for Natural Gas is higher than the Village budgeted.

Fabian Szarko made the motion to approve the tax refund of \$3.38 for the overpayment of 2015 property taxes. Sandy Coughlin seconded the motion. Vote – Unanimous.

Mayor David Cleveland requested that as we prepare for Budget Workshop the cost of installing street signs on the alleys in Lake Park - \$9,900 be included in the Budget for 2016 - 2017.

	<u>Mar 16</u>	<u>Jul '15 - Mar 16</u>	<u>YTD Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	5,737.41	540,370.16	542,765.00	100%
Utility ad valorem	0.00	6,735.31	6,500.00	104%
Motor vehicle tax	6,249.11	48,622.06	63,971.00	76%
Ad valorem prior years	104.03	4,854.46	1,800.00	270%
Prior years motor vehicle tax	38.77	116.00	500.00	23%
Penalties and interest	285.65	2,814.59	1,600.00	176%
Late List Fees	0.00	0.00	0.00	0%
<b>Total Property Taxes</b>	<u>12,414.97</u>	<u>603,512.58</u>	<u>617,136.00</u>	<u>98%</u>
<b>Other Taxes</b>				
Stormwater Fees- current year	360.00	43,195.00	42,830.00	101%
Stormwater fees - prior years	0.00	560.00	0.00	100%
Cable franchise-from Time Warner	0.00	0.00	0.00	0%
<b>Total Other Taxes</b>	<u>360.00</u>	<u>43,755.00</u>	<u>42,830.00</u>	<u>102%</u>
<b>State Shared Revenues</b>				
Sales and use tax	16,065.27	87,138.16	178,000.00	49%
Telecom. Franchise	501.52	1,012.35	2,500.00	40%
Elec. franchise tax	20,247.76	51,672.30	86,000.00	60%
Video Prog. (Cable from State)	4,700.09	10,008.48	21,000.00	48%
Piped Gas	2,463.64	10,131.98	7,800.00	130%

Solid Waste Disposal Tax	0.00	1,704.02	2,800.00	61%
Total State Shared Revenues	<u>43,978.28</u>	<u>161,667.29</u>	<u>298,100.00</u>	54%
<b>Parks &amp; Recreation Revenue</b>				
Program Fees	152.00	938.75	1,300.00	72%
Facility Rentals	920.00	2,790.00	3,000.00	93%
Daily swim fees	0.00	6,874.25	12,000.00	57%
Season pass pool fees	<u>1,160.00</u>	<u>2,690.00</u>	<u>48,000.00</u>	6%
Total Parks & Recreation Revenue	<u>2,232.00</u>	<u>13,293.00</u>	<u>64,300.00</u>	21%
<b>Other revenues</b>				
Zoning Permits	75.00	300.00	500.00	60%
Approp. Fund Bal. Stormwater	0.00	0.00	35,000.00	0%
Commercial Waste Coll. Extras	0.00	0.00	0.00	0%
Approp. Fund Balance	0.00	0.00	143,095.00	0%
Civil Penalties	0.00	280.00	500.00	56%
Investment revenue	54.77	535.74	700.00	77%
Miscellaneous	<u>50.00</u>	<u>1,654.14</u>	<u>1,000.00</u>	165%
Total Other revenues	<u>179.77</u>	<u>2,769.88</u>	<u>180,795.00</u>	2%
Total Income	<u>59,165.02</u>	<u>824,997.75</u>	<u>1,203,161.00</u>	69%
Gross Profit	<u>59,165.02</u>	<u>824,997.75</u>	<u>1,203,161.00</u>	69%
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
Economic Development	0.00	2,668.06	5,500.00	49%
Contingency	0.00	0.00	1,560.00	0%
<b>Stormwater Expense</b>				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	175.00	250.00	70%
Prof. Fees - Engineering	0.00	8,308.94	15,000.00	55%
Repairs & Maint. Services	0.00	11,865.86	62,480.00	19%
Cap.Outlay- Pet Waste Stations	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0%
Total Stormwater Expense	<u>0.00</u>	<u>20,349.80</u>	<u>77,830.00</u>	26%
Total Other Expenditures	<u>0.00</u>	<u>23,017.86</u>	<u>84,890.00</u>	27%
<b>Planning and Zoning</b>				
Pers. Serv. Office	0.00	0.00	0.00	0%
Zoning Admin. Services	892.66	8,033.95	10,712.00	75%
Code Enforcement Services	0.00	0.00	1,300.00	0%
Consulting Fees	884.00	1,598.00	1,600.00	100%
Legal Services	0.00	2,100.00	3,000.00	70%

Advertising	0.00	0.00	200.00	0%
Postage	0.00	0.00	150.00	0%
Supplies	0.00	75.49	400.00	19%
Training	0.00	0.00	500.00	0%
<b>Total Planning and Zoning</b>	<b>1,776.66</b>	<b>11,807.44</b>	<b>17,862.00</b>	<b>66%</b>
<b>Gen. Govt. Personal Services</b>				
Adm Assistant	371.25	2,747.26	5,200.00	53%
Clerk/Tax Collector	5,195.34	46,758.06	62,344.00	75%
Council	3,047.25	9,141.75	12,189.00	75%
Finance Officer	1,346.17	12,115.53	16,154.00	75%
Mayor	1,250.00	3,750.00	5,000.00	75%
Payroll Expenses	925.90	6,348.66	8,886.00	71%
<b>Total Gen. Govt. Personal Services</b>	<b>12,135.91</b>	<b>80,861.26</b>	<b>109,773.00</b>	<b>74%</b>
<b>Professional Fees</b>				
Engineering Fees	0.00	0.00	400.00	0%
Auditing Services	0.00	5,200.00	5,200.00	100%
Legal Services	0.00	7,442.35	15,000.00	50%
<b>Total Professional Fees</b>	<b>0.00</b>	<b>12,642.35</b>	<b>20,600.00</b>	<b>61%</b>
<b>Supplies and Materials</b>				
Office	409.91	3,865.82	5,400.00	72%
<b>Total Supplies and Materials</b>	<b>409.91</b>	<b>3,865.82</b>	<b>5,400.00</b>	<b>72%</b>
<b>Services</b>				
Advertising	69.66	183.44	200.00	92%
Membership and dues	0.00	4,458.00	4,467.00	100%
Bank charges	67.94	639.34	820.00	78%
Elections	0.00	3,161.68	3,165.00	100%
Insurance/bonds	0.00	7,351.49	7,500.00	98%
Miscellaneous oper. exp.	0.00	0.00	700.00	0%
Newsletter/website/flyers	0.00	1,065.40	1,500.00	71%
Printing & Delivery Newsletter	240.00	1,514.40	2,300.00	66%
Postage	6.74	58.22	500.00	12%
Property Tax	0.00	285.08	1,100.00	26%
Tax collection	185.34	1,367.11	2,800.00	49%
Telephone	450.10	3,892.67	5,020.00	78%
Training	0.00	640.00	800.00	80%
Travel	309.70	1,820.27	2,200.00	83%
<b>Total Services</b>	<b>1,329.48</b>	<b>26,437.10</b>	<b>33,072.00</b>	<b>80%</b>

<b>Capital Outlay</b>					
Community Center HVAC	0.00	12,020.00	12,000.00	100%	
Sidewalk repairs	0.00	33,400.00	33,400.00	100%	
Clock Tower Repairs	0.00	0.00	0.00	0%	
Reserve for Capital Replacement	0.00	0.00	10,000.00	0%	
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>45,420.00</b>	<b>55,400.00</b>	<b>82%</b>	
	15,651.9				
<b>Total General Government</b>	<b>6</b>	<b>204,051.83</b>	<b>326,997.00</b>	<b>62%</b>	
<b>Parks &amp; Recreation</b>					
<b>Parks/Rec. Supplies &amp; Materials</b>					
Flags	210.00	210.00	2,500.00	8%	
Janitorial /Cleaning Supplies	0.00	63.45	400.00	16%	
Food/Provisions - events	0.00	889.23	2,500.00	36%	
NNO Food/Supplies	0.00	0.00	0.00	0%	
Pool Supplies	0.00	38.48	3,000.00	1%	
Park Materials & Supplies	0.00	0.00	0.00	0%	
Benches, Tables, Etc.	0.00	0.00	0.00	0%	
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>210.00</b>	<b>1,201.16</b>	<b>8,400.00</b>	<b>14%</b>	
<b>Parks/Rec Services</b>					
Pool Attendant Salaries	0.00	90.00	750.00	12%	
Pool Resurfacing	0.00	54,520.00	60,000.00	91%	
Pool management fee	0.00	17,753.50	51,290.00	35%	
Pool Operations	0.00	68.84	11,100.00	1%	
Comm. center maintenance	336.88	3,589.30	7,300.00	49%	
Seasonal Decorations	0.00	12,046.78	13,400.00	90%	
Events Services	0.00	320.00	1,200.00	27%	
Water/Sewer	293.22	5,313.56	9,600.00	55%	
Natural Gas	93.65	476.07	1,000.00	48%	
<b>Total Parks/Rec Services</b>	<b>723.75</b>	<b>94,178.05</b>	<b>155,640.00</b>	<b>61%</b>	
<b>Maintenance of Common Areas</b>					
Landscaping	10,850.0	0	104,850.00	148,000.00	71%
Park maintenance	1,350.00	36,365.88	48,400.00	75%	
Pond maintenance	0.00	12,280.00	24,420.00	50%	
Electric Maintenance	0.00	3,497.97	5,000.00	70%	
Repairs of Common Areas	75.40	622.17	2,000.00	31%	
<b>Total Maintenance of Common Areas</b>	<b>12,275.4</b>	<b>0</b>	<b>157,616.02</b>	<b>227,820.00</b>	<b>69%</b>
<b>Parks/Rec Capital Outlay</b>					
Council chambers video system	0.00	0.00	0.00	0%	

Reserve for pool re-plastering	0.00	0.00	20,000.00	0%
Benches, Tables etc.	0.00	441.89	4,000.00	11%
Pool Renovations	0.00	0.00	0.00	0%
<b>Total Parks/Rec Capital Outlay</b>	<b>0.00</b>	<b>441.89</b>	<b>24,000.00</b>	<b>2%</b>
<b>Total Parks &amp; Recreation</b>	13,209.15	253,437.12	415,860.00	61%
<b>Public Services/Safety</b>				
Electric bills	8,407.54	79,740.09	109,600.00	73%
Street Signs	0.00	519.00	2,000.00	26%
Waste Collection	15,227.32	121,818.56	184,000.00	66%
Law enforcement	0.00	123,528.00	164,704.00	75%
<b>Total Public Services/Safety</b>	<b>23,634.86</b>	<b>325,605.65</b>	<b>460,304.00</b>	<b>71%</b>
<b>Total Expense</b>	<b>52,495.97</b>	<b>783,094.60</b>	<b>1,203,161.00</b>	<b>65%</b>
<b>Net General Fund</b>	<b>6,669.05</b>	<b>41,903.15</b>	<b>0.00</b>	<b>100%</b>
<b>Powell Bill</b>				
<b>PB Income</b>				
Fund Bal. from Powell Bill	0.00	0.00	3,100.00	0%
Interest - Powell Funds	8.38	34.95	0.00	100%
Powell Bill Revenue	0.00	96,897.32	96,000.00	101%
<b>Total PB Income</b>	<b>8.38</b>	<b>96,932.27</b>	<b>99,100.00</b>	<b>98%</b>
<b>PB Expense</b>				
Street Exp. - Powell Bill	158.75	3,358.75	99,100.00	3%
<b>Total PB Expense</b>	<b>158.75</b>	<b>3,358.75</b>	<b>99,100.00</b>	<b>3%</b>
<b>Net Powell Bill</b>	<b>-150.37</b>	<b>93,573.52</b>	<b>0.00</b>	<b>100%</b>
<b>Net Excess of Revenues over Expense</b>	<b>6,518.68</b>	<b>135,476.67</b>	<b>0.00</b>	<b>100%</b>

**PARK AND RECREATION BUSINESS:** Mayor David Cleveland shared that mulch has been spread in the Common Areas, Founders Park Playground and Russell Park Playground. P&R has used all of the funds budgeted for mulch at this time. Founders Park Playground seems to be losing mulch due to run-off.

Steed Hollies and Loropetalum have been planted along the Meeting Street sidewalk behind Ms. Dee Dee's playground.

P&R approved repairs to the clock tower pavers and steps and to the bridge by the Veterans Pond playground by Brickmasters for \$775. These repairs have been completed.

Our contract with Foster Lake & Ponds is up for renewal. They have offered us a 10% discount if we sign a three year contract. This would reduce our annual cost for pond maintenance from \$18,420 to \$16,578. P&R is very pleased with the quality of service from Foster Lake & Ponds and it is our recommendation to accept the three year contract. Fabian Szarko made the motion to approve the three year contract with Foster Lake & Ponds. John Barnes seconded the motion. Vote – Unanimous.

Fabian Szarko shared that the repairs to the “Castle” roof have been completed including new shingles and a new spire.

The pool area is in need of 17 new umbrellas and stands. P&R approved spending up to \$2000 for these items which would be funded out of the Pool Supplies line item. Fabian Szarko made the motion to approve the purchase of umbrellas and stands. Sandy Coughlin seconded the motion. Vote – Unanimous.

P&R would like to request approval to purchase twelve US flags, six NC flags and twelve Lake Park flags from Banner Signs for a total of \$1,536. This would be funded out of the Flag Replacements line item. Fabian Szarko made the motion to approve the purchase of the flags. Sandy Coughlin seconded the motion. Vote – Unanimous.

P&R approved spending up to \$2500 for pressure washing of playground equipment and various monuments and neighborhood signs. Fabian Szarko made the motion to approve the expenditure which would be funded out of Park Maintenance. John Barnes seconded the motion. Vote – Unanimous.

P&R would like to request \$1500 to provide up-lighting for the Founders Park Gazebo. This would enhance the appearance of the gazebo and reduce vandalism. This would be funded out of the Park Maintenance line item. Fabian Szarko made the motion to approve the up-lighting. John Barnes seconded the motion. Vote – Unanimous.

Mayor David Cleveland shared the following events.

- Spring Yard Sale – April 15<sup>th</sup>, 7 am to noon.
- Girls on the Run – April 30<sup>th</sup>, 7 am to 11 am.
- Pool Membership Sale – May 7<sup>th</sup>, 9 am to noon.
- Spring Litter Sweep – May 7<sup>th</sup>, 9 am to 11 am.
- Pool Opening – May 28<sup>th</sup>, 10 am.
- Memorial Day Ceremony – May 30<sup>th</sup>, 11 am to noon.

**ECONOMIC DEVELOPMENT:** Sandy Coughlin shared that the Phase I Signage Project has started and that there are no longer any Ryan Home signs in the Village. Hopefully Phase I of the project will be completed by the end of April.

The EDC had a photographer come out to take pictures for the mylakeparknc.com website on March 28<sup>th</sup>.

The next EDC meeting is Thursday, April 21<sup>st</sup> at 6:30 pm.

**PUBLIC SERVICES:** Mayor David Cleveland shared that he and Cheri Clark met with Eagle Engineering concerning the streets in Lake Park to determine the priority for paving. Mayor David Cleveland will be meeting with H&S Paving to get a quote for the repairs. The Village received \$90,000 in Powell Bill Funds this year.

John Barnes shared that Council approved a street light on Arthur Street earlier this year and Union Power will be installing the cobra light over the next month or so. The lights are out at the Hoover Monument due to electrical repairs. As soon as the repairs are inspected by Union County, the lights will be back on.

**COMMUNICATION:** The deadline for articles and information for the April newsletter is Friday, April 15<sup>th</sup> at 5 p.m. Topics to be included: Pool Memberships, Litter Sweep, DOT link, Girls on the Run, Community Watch, Streetlight on Arthur, Park Hours and Youth Curfew.

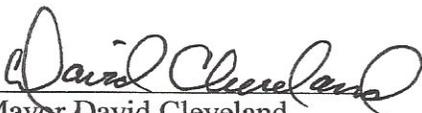
**CLOSED SESSION:** Sandy Coughlin made the motion to go into Closed Session for legal advice as reflected on the Agenda. John Barnes seconded the motion. Vote – Unanimous.

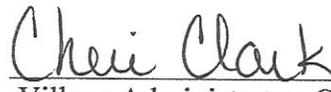
Mayor David Cleveland called the Regular Session of Council back in session. Mayor David Cleveland stated that no action was decided in Closed Session.

**COUNCIL COMMENTS:** Mayor David Cleveland and Council thanked Attorney Ken Swain for his committment to the Village.

**ADJOURN:** Fabian Szarko made the motion to adjourn. John Barnes seconded the motion. Vote – Unanimous.

Respectfully submitted,

  
Mayor David Cleveland

  
Village Administrator, Cheri Clark

