

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

7 PM

JULY 12, 2016

ATTENDING: Mayor David Cleveland
Mayor Pro-Tem Sandy Coughlin
Council Members: John Barnes, Pam Jack, Fabian Szarko and Ashley Dance.
Village Administrator Cheri Clark
Finance Officer Cheryl Bennett
Attorney Ken Swain

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

INVOCATION: Sandy Coughlin gave the invocation.

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

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MINUTES: Sandy Coughlin made the motion to approve the June 14, 2016 Regular Session Council Minutes, the June 14, 2016 Budget Public Hearing Minutes and the June 14, 2016 Closed Session Minutes. Pam Jack seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: Add: 13A. Closed Session. John Barnes made the motion to adopt the July 12, 2016 Council Agenda as amended. Fabian Szarko seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Leslie Brett shared that there were 87 calls for service including 11 alarm calls, 3 animal complaints, 1 burglary to vehicle, 1 juvenile complaint, 2 property damage vandalism mischief, 3 suspicious circumstances, 1 theft of vehicle and 260 self-initiated calls.

VOLP FIVE YEAR DEVELOPMENT PLAN: Pam Jack shared that the committee is meeting on Thursday, July 14th at 7 pm. The pads for providing community feedback were at the Fourth of July event and are currently posted on the wall at the Community Center. The committee will be working on the Vision and Mission statements Thursday evening. The goal is to have the survey completed in the first quarter of next year.

FINANCE OFFICER'S REPORT: Cheryl Bennett shared that June 30th was the end of our fiscal year, however final numbers will not be available until after the last quarterly sales and use taxes are received.

	Jun 16	Jul '15 - Jun 16	YTD Budget	% of Budget
Ordinary Income/Expense				
Income				
Property Taxes				
Ad valorem current year	1,880.55	546,683.44	542,765.00	101%
Utility ad valorem	0.00	6,735.31	6,500.00	104%
Motor vehicle tax	7,059.33	68,547.07	63,971.00	107%
Ad valorem prior years	11.31	4,909.86	1,800.00	273%
Prior years motor vehicle tax	16.92	175.50	500.00	35%
Penalties and interest	361.01	3,538.87	1,600.00	221%
Late List Fees	0.00	0.00	0.00	0%
Total Property Taxes	9,329.12	630,590.05	617,136.00	102%
Other Taxes				
Stormwater Fees- current year	60.00	43,440.00	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%
Total Other Taxes	60.00	44,000.00	42,830.00	103%
State Shared Revenues				
Alcoholic Beverage Tax	0.00	6,431.32	0.00	100%
Sales and use tax	15,517.52	126,854.87	178,000.00	71%
Telecom. Sales Tax	260.00	1,272.35	2,500.00	51%
Elec. Sales Tax	20,130.96	71,803.26	86,000.00	83%
Video Prog. Sales Tax	5,219.43	15,227.91	21,000.00	73%
Piped Gas Sales Tax	5,338.10	15,470.08	7,800.00	198%
Solid Waste Disposal Tax	0.00	2,270.90	2,800.00	81%
Total State Shared Revenues	46,466.01	239,330.69	298,100.00	80%
Parks & Recreation Revenue				
Program Fees	288.00	1,782.75	1,300.00	137%
Facility Rentals	460.00	3,380.00	3,000.00	113%
Daily swim fees	4,631.00	13,543.60	12,000.00	113%
Season pass pool fees	10,875.00	53,185.00	48,000.00	111%
Total Parks & Recreation Revenue	16,254.00	71,891.35	64,300.00	112%
Other revenues				
Zoning Permits	275.00	1,125.00	500.00	225%
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	150.00	430.00	500.00	86%
Investment revenue	782.61	1,426.18	700.00	204%
Miscellaneous	91.00	1,770.17	1,491.00	119%
Total Other revenues	1,298.61	4,751.35	181,286.00	3%
Total Income	73,407.74	990,563.44	1,203,652.00	82%

Expense

General Government

Other Expenditures

Economic Development	1,863.78	4,546.84	5,500.00	83%
Contingency	0.00	0.00	1,560.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	175.00	250.00	70%
Prof. Fees - Engineering	472.00	9,062.69	15,000.00	60%
Repairs & Maint. Services	29,502.10	53,871.71	62,480.00	86%
Cap.Outlay- Pet Waste Stations	0.00	0.00	0.00	0%
Total Stormwater Expense	29,974.10	63,109.40	77,830.00	81%

Total Other Expenditures	31,837.88	67,656.24	84,890.00	80%
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Planning and Zoning

Pers. Serv. Office	0.00	0.00	0.00	0%
Zoning Admin. Services	892.66	10,711.93	10,712.00	100%
Code Enforcement Services	0.00	0.00	400.00	0%
Consulting Fees	204.00	1,802.00	1,802.00	100%
Legal Services	462.00	3,780.00	3,900.00	97%
Advertising	0.00	184.08	200.00	92%
Postage	0.00	0.00	150.00	0%
Supplies	55.21	130.70	400.00	33%
Training	0.00	0.00	298.00	0%

Total Planning and Zoning	1,613.87	16,608.71	17,862.00	93%
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Gen. Govt. Personal Services

Adm Assistant	600.00	4,551.01	5,200.00	88%
Clerk/Tax Collector	5,195.34	62,344.08	62,344.00	100%
Council	3,047.25	12,189.00	12,189.00	100%
Finance Officer	1,346.17	16,154.04	16,154.00	100%
Mayor	1,250.00	5,000.00	5,000.00	100%

Payroll Expenses	975.43	8,553.60	8,886.00	96%
Total Gen. Govt. Personal Services	12,414.19	108,791.73	109,773.00	99%
Professional Fees				
Engineering Fees	0.00	0.00	400.00	0%
Auditing Services	0.00	5,200.00	5,200.00	100%
Legal Services	3,801.00	14,253.35	15,000.00	95%
Total Professional Fees	3,801.00	19,453.35	20,600.00	94%
Supplies and Materials				
Office	283.68	4,367.93	5,400.00	81%
Total Supplies and Materials	283.68	4,367.93	5,400.00	81%
Services				
Advertising	32.34	215.78	200.00	108%
Membership and dues	0.00	4,458.00	4,467.00	100%
Bank charges	0.00	749.29	820.00	91%
Elections	0.00	3,161.68	3,165.00	100%
Insurance/bonds	0.00	7,351.49	7,500.00	98%
Miscellaneous oper. exp.	32.99	32.99	700.00	5%
Website/flyers	0.00	1,065.40	1,500.00	71%
Printing & Delivery Newsletter	249.64	2,049.04	2,300.00	89%
Postage	1.15	438.09	500.00	88%
Property Tax	0.00	484.08	728.00	66%
Tax collection	207.63	1,871.96	2,800.00	67%
Telephone	477.01	5,327.45	5,327.00	100%
Training	0.00	865.00	865.00	100%
Travel	82.62	1,938.22	2,200.00	88%
Total Services	1,083.38	30,008.47	33,072.00	91%
Capital Outlay				
Community Center HVAC	0.00	12,020.00	12,000.00	100%
Sidewalk repairs	0.00	33,400.00	33,400.00	100%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0%
Total Capital Outlay	0.00	45,420.00	55,400.00	82%
Total General Government	51,034.00	292,306.43	326,997.00	89%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	2,220.00	2,500.00	89%
Janitorial /Cleaning Supplies	0.00	117.87	400.00	29%

Food/Provisions - events	681.37	2,069.20	2,500.00	83%
Pool Supplies	1,233.95	2,993.72	3,000.00	100%
Total Parks/Rec. Supplies & Materials	1,915.32	7,400.79	8,400.00	88%
Parks/Rec Services				
Pool Attendant Salaries	420.00	510.00	750.00	68%
Pool Resurfacing	1,000.00	59,275.00	60,000.00	99%
Pool management fee	12,602.50	50,520.00	51,290.00	98%
Pool Operations	2,135.99	9,649.81	11,100.00	87%
Comm. center maintenance	287.52	5,176.23	7,791.00	66%
Seasonal Decorations	0.00	12,604.78	13,400.00	94%
Events Services	302.00	1,053.10	1,200.00	88%
Water/Sewer	1,017.19	6,495.93	9,600.00	68%
Natural Gas	28.65	584.52	1,000.00	58%
Total Parks/Rec Services	17,793.85	145,869.37	156,131.00	93%
Maintenance of Common Areas				
Landscaping	12,583.33	147,874.99	148,000.00	100%
Park maintenance	4,376.75	47,101.60	48,400.00	97%
Pond maintenance	1,381.50	18,914.80	24,420.00	77%
Electric Maintenance	295.00	4,877.97	5,000.00	98%
Repairs of Common Areas	424.00	1,821.17	2,000.00	91%
Total Maintenance of Common Areas	19,060.58	220,590.53	227,820.00	97%
Parks/Rec Capital Outlay				
Reserve for pool re-plastering	0.00	0.00	20,000.00	0%
Benches, Tables etc.	0.00	441.89	4,000.00	11%
Total Parks/Rec Capital Outlay	0.00	441.89	24,000.00	2%
Total Parks & Recreation	38,769.75	374,302.58	416,351.00	90%
Public Services/Safety				
Electric bills	8,716.27	105,804.81	109,600.00	97%
Street Signs	685.00	1,999.00	2,000.00	100%
Waste Collection	15,279.82	167,658.02	184,000.00	91%
Law enforcement	0.00	164,704.00	164,704.00	100%
Total Public Services/Safety	24,681.09	440,165.83	460,304.00	96%
Total Expense	114,484.84	1,106,774.84	1,203,652.00	92%
Net General Fund	-41,077.10	-116,211.40	0.00	100%

Powell Bill				
Other Income				
Fund Bal. from Powell Bill	0.00	0.00	3,100.00	0%
Powell Bill interest	0.00	61.36	0.00	100%
Powell Bill Revenue	0.00	96,897.32	96,000.00	101%
Total Other Income	0.00	96,958.68	99,100.00	98%
Other Expense				
Street Exp. - Powell Bill	71.05	3,835.55	99,100.00	4%
Total Other Expense	71.05	3,835.55	99,100.00	4%
Net Powell Bill	-71.05	93,123.13	0.00	100%
Net Excess of Rev. over Exp.	-41,148.15	-23,088.27	0.00	100%

TAX COLLECTION: Cheri Clark requested a tax refund due to overpayment in the amount of \$2.42. Sandy Coughlin made the motion to approve the tax refund. Pam Jack seconded the motion. Vote – Unanimous.

Cheri Clark provided the Tax Settlement for 2015:

2015 Ad Valorem & Utility Collected	\$553,419
Prior Years Ad Valorem	\$ 4,910
2015 Stormwater Collected	\$ 43,440
Prior Years Stormwater	\$ 560
2015 Outstanding Taxes	\$ 2,163
2015 Outstanding Stormwater	\$ 180
2015 Outstanding Late List	\$ 10

Sandy Coughlin made the motion to charge Cheri Clark with the tax collection of the 2016 taxes through the Resolution to Authorize the Collection of Property Taxes for 2016. John Barnes seconded the motion. Vote - Unanimous.

PARK AND RECREATION BUSINESS: Mayor David Cleveland shared that the painting of 18 pier caps throughout the Village was completed by Southend Painting at a cost of \$450.

Five dead, diseased or overgrown trees were removed or pruned back by Kiker Tree Service at a cost of \$600.

Fabian Szarko shared that the Park & Recreation Commission voted to proceed with the tennis court and basketball court renovations in accordance with the low bid received from Quality Seal Coating & Sport Surfaces. Fabian Szarko made the motion to approve the contract with Quality Seal Coating for \$39,675. Funding for this project was included in this year’s budget. Sandy Coughlin seconded the motion. Vote – Unanimous.

Ashley Dance shared that approximated 300 residents and guests enjoyed the July 4th Celebration which was held on Monday, July 4th in Russell Park from 11:00 AM to 2:00 PM. Common Heart kicked off the day's events with a 10K race at 7:30 AM followed by a 5K race, a 1K race and a kid's firecracker dash at 10:00 AM. The annual children's parade began at 11:00 at the Community Center. BBQ, hotdogs, chips and drinks were available in the park along with free watermelon. The Home Town Hero award was presented to Mr. Willie Caldwell. A DJ entertained and games were held for the children. We would like to thank all of the P&R Commissioners and other volunteers who helped make this year's event such a great success.

A Blood Donation Day will be held on Saturday, July 23rd from 9:00 AM to Noon on Meeting Street.

National Night Out will be held on Tuesday, August 2nd from 6:30 to 9:00 PM in Gazebo Park. DJ Henry McGee is booked for the event along with a demonstration from the Canine Unit, a driving simulator and the smoke house. National Night Out is a fun event that recognizes all of our first responders.

P&R approved next year's Girls on the Run of Union County 5K race to be held on Saturday, April 29th, 2017.

The HOA is showing the movie "Max" in the park on Friday evening, July 15th at dusk. In August the HOA is sponsoring live music from the Josey Wails Band from 7 to 9 pm on August 13th.

Mayor David Cleveland thanked Ashley Dance for all the preplanning for the Fourth of July.

ECONOMIC DEVELOPMENT: Sandy Coughlin shared that Phase I of the sign replacement project is just about finished and requested a motion to approve Phase II of the project. Sandy Coughlin made a motion to approve \$5,500 for Phase II. The funds were budgeted in the 2016 EDC budget. Fabian Szarko seconded the motion. Vote – Unanimous. The next EDC meeting is Thursday, August 21st.

PUBLIC SERVICES: Cheri Clark shared that the Village has a stormwater issue at the Normandy Pond. The headwall needs to be excavated to inspect the pipe joint, fill material needs to be added to the eroded area and reseeded and debris needs to be cleared from the spillway - \$3,500. John Barnes made a motion to approve the stormwater repair. Pam Jack seconded the motion. Vote – Unanimous.

Mayor David Cleveland shared that Precision Safe Sidewalk has provided a quote of \$20,290 for the next phase of sidewalk repairs. With the completion of Phase III, most of the severe trip hazards in Lake Park should be addressed. Fabian Szarko made the motion to approve sidewalk repairs. Sandy Coughlin seconded the motion. Vote – Unanimous. Precision Safe Sidewalk will be working in Lake Park in August.

H&S Paving is doing patching and resurfacing in the Village this week.

Pam Jack shared that everything with Waste Collection is going smoothly.

John Barnes shared that street lights are good. One of the 13 pool lights is not working and we are in the process of switching the light from a 100 watt halogen to a comparable LED bulb that will be more energy efficient. The switch will give us the opportunity to compare the effectiveness before all the lights are changed.

CLOSED SESSION: Sandy Coughlin made the motion to go in to Closed Session. John Barnes seconded the motion. Vote – Unanimous.

Mayor David Cleveland called the Regular Session Council meeting back to order.

COMMUNICATION: The deadline for articles and information for the July newsletter is Friday, July 15th at 5 p.m. Topics to be included: Alarm calls, VOLP 5 Year Plan, P&R activity, Hometown Hero, Music in the Park, Matthews Charter School, Sidewalk and Street Repairs and Trash tips.

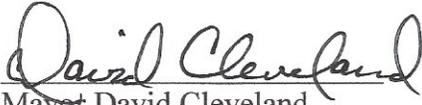
COUNCIL COMMENTS: Ashley Dance gave a special thanks to Mayor David Cleveland, Fabian Szarko and Shannon Dance for taking charge of the Fourth of July Event.

Sandy Coughlin thanked everyone for their work on the Fourth of July.

Mayor David Cleveland shared that in light of recent events in Dallas and Michigan, he would encourage everyone to thank our deputies for all they do to keep us safe.

ADJOURN: Ashley Dance made the motion to adjourn. John Barnes seconded the motion. Vote – Unanimous.

Respectfully submitted,


Mayor David Cleveland


Village Administrator, Cheri Clark

