

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

7 PM

AUGUST 9, 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 August 9, 2016 Regular Session Council meeting to order.

**INVOCATION:** John Barnes gave the invocation.

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

**PUBLIC COMMENT:** Sean Lowther – 5209 Fennell Street – suggested that the Village host a “Shred It Event.” Mayor David Cleveland stated the he would put the suggestion on the Parks and Recreation Agenda for consideration.

Suzanne Ingram – 3722 Society Court – sent the Council a letter requesting reimbursement for the towing charges that were incurred because the Village towed her boyfriend’s truck in order for a section of Creft Circle to be paved. Suzanne requested that the Village pay half of the hundred dollar charge. Mayor David Cleveland thanked Suzanne for her calls and letter and shared that Council would be discussing the request later in the agenda.

**APPROVAL OF MINUTES:** Fabian Szarko made the motion to approve the July 12, 2016 Regular Session Council Minutes and the July 12, 2016 Closed Session Minutes. John Barnes seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** Add: 10. Community Involvement. Sandy Coughlin made the motion to adopt the August 9, 2016 Council Agenda as amended. Pam Jack seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Leslie Brett shared that there were 85 calls for service including 7 alarm calls, 3 animal complaints, 1 burglary to vehicle, 1 discharge of firearm - fireworks, 1 property damage vandalism mischief, 4 suspicious circumstances, 2 theft of vehicle and 342 self-initiated calls.

Mayor David Cleveland shared that he and Cheri Clark attended a meeting with the Hemby Bridge Fire Department, Stallings Fire Department and representatives from Stallings and Indian Trail on July 21, 2016. The discussion revolved around the Union County Fire Contract. The Village has a contract with the Hemby Bridge Fire Department (Hemby Bridge) and then Hemby Bridge has a contract with the County. The current proposed contract states that if the fire department goes out of business, the assets of the department go to the County rather than the new Fire Department taking over the coverage for the residents of that fire district. Hemby Bridge and Stallings Fire Departments would like to conduct a fire study for the service area. The study would include proper staffing, locations of stations, response times, etc. Hemby Bridge and Stallings Fire Departments and the Towns of Stallings, Indian Trail, Hemby Bridge and Lake Park would share the cost of the Fire Study - \$15,000. Lake Park's part would be around \$2,500. Mayor David Cleveland will keep Council informed.

**VOLP FIVE YEAR DEVELOPMENT PLAN:** Pam Jack shared that the committee is meeting on Thursday, August 11<sup>th</sup> at 7 pm. The committee will be working on the Vision and Mission statements Thursday evening and discussing Council and HOA feedback concerning the draft Vision and Mission statements. The draft statements were emailed to Council and the HOA requesting feedback

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that in July the annual insurance fees and dues are paid. She is currently working on the audit and at this point would estimate that the Village used \$35,000 of the fund balance in 2015-2016.

	Jul 16	Budget	% of Budget
<b>General Fund</b>			
<b>Income</b>			
<b>Property Taxes</b>			
Ad valorem current year	352.82	543,767.00	0.07%
Utility ad valorem	0.00	6,740.00	0.0%
Motor vehicle tax	0.00	70,587.00	0.0%
Ad valorem prior years	417.84	2,500.00	16.71%
Prior years motor vehicle tax	0.00	50.00	0.0%
Penalties and interest	84.12	2,800.00	3.0%
<b>Total Property Taxes</b>	854.78	626,444.00	0.14%
<b>Other Taxes</b>			
Stormwater Fees- current year	30.00	42,830.00	0.07%
Stormwater fees - prior years	60.00	150.00	40.0%
<b>Total Other Taxes</b>	90.00	42,980.00	0.21%
<b>State Shared Revenues</b>			
Alcoholic Beverage Tax	0.00		
Sales and use tax	0.00	180,000.00	0.0%
Telecom. Sales Tax	0.00	2,000.00	0.0%

Elec. Sales Tax	0.00	105,000.00	0.0%
Video Prog. Sales Tax	0.00	20,000.00	0.0%
Piped Gas Sales Tax	0.00	7,900.00	0.0%
Solid Waste Disposal Tax	0.00	3,300.00	0.0%
<b>Total State Shared Revenues</b>	0.00	318,200.00	0.0%
<b>Parks &amp; Recreation Revenue</b>			
Program Fees	1,045.75	1,400.00	74.7%
Facility Rentals	65.00	3,000.00	2.17%
Daily swim fees	4,247.80	12,000.00	35.4%
Season pass pool fees	1,345.00	49,000.00	2.75%
<b>Total Parks &amp; Recreation Revenue</b>	6,703.55	65,400.00	10.25%
<b>Other revenues</b>			
Zoning Permits	200.00	500.00	40.0%
Approp. Fund Bal. Stormwater	0.00	32,370.00	0.0%
Approp. Fund Balance	0.00	77,383.00	0.0%
Civil Penalties	0.00	500.00	0.0%
Investment revenue	530.31	800.00	66.29%
Miscellaneous	100.00	1,000.00	10.0%
<b>Total Other revenues</b>	830.31	112,553.00	0.74%
<b>Total Income</b>	8,478.64	1,165,577.00	0.73%
<b>Expense</b>			
<b>General Government</b>			
<b>Other Expenditures</b>			
Economic Development	0.00	8,500.00	0.0%
Contingency	0.00	10,000.00	0.0%
<b>Stormwater Expense</b>			
Advertising	0.00	100.00	0.0%
Dues and Permits	0.00	250.00	0.0%
Cap.Outlay- Pet Waste Stations	0.00	0.00	0.0%
Prof. Fees - Engineering	0.00	15,000.00	0.0%
Repairs & Maint. Services	0.00	60,000.00	0.0%
<b>Total Stormwater Expense</b>	0.00	75,350.00	0.0%
<b>Total Other Expenditures</b>	0.00	93,850.00	0.0%
<b>Planning and Zoning</b>			
Zoning Admin. Services	919.42	11,033.00	8.33%
Code Enforcement Services	0.00	1,300.00	0.0%

Consulting Fees	0.00	1,600.00	0.0%
Legal Services	0.00	3,000.00	0.0%
Advertising	0.00	220.00	0.0%
Postage	0.00	80.00	0.0%
Supplies	0.00	300.00	0.0%
Training	300.00	500.00	60.0%
<b>Total Planning and Zoning</b>	<b>1,219.42</b>	<b>18,033.00</b>	<b>6.76%</b>
<b>Gen. Govt. Personal Services</b>			
Adm Assistant	438.75	7,890.00	5.56%
Clerk/Tax Collector	5,351.16	64,214.00	8.33%
Council	0.00	12,555.00	0.0%
Finance Officer	1,386.58	16,639.00	8.33%
Mayor	0.00	5,150.00	0.0%
Payroll Expenses	619.31	9,042.00	6.85%
<b>Total Gen. Govt. Personal Services</b>	<b>7,795.80</b>	<b>115,490.00</b>	<b>6.75%</b>
<b>Professional Fees</b>			
Engineering Fees	0.00	400.00	0.0%
Auditing Services	0.00	4,600.00	0.0%
Legal Services	0.00	15,000.00	0.0%
<b>Total Professional Fees</b>	<b>0.00</b>	<b>20,000.00</b>	<b>0.0%</b>
<b>Supplies and Materials</b>			
Office	678.68	6,000.00	11.31%
<b>Total Supplies and Materials</b>	<b>678.68</b>	<b>6,000.00</b>	<b>11.31%</b>
<b>Services</b>			
Advertising	0.00	200.00	0.0%
Membership and dues	4,585.00	5,000.00	91.7%
Bank charges	111.63	860.00	12.98%
Insurance/bonds	7,090.23	8,200.00	86.47%
Miscellaneous oper. exp.	0.00	700.00	0.0%
Website/flyers	0.00	1,500.00	0.0%
Printing & Delivery Newsletter	110.00	2,400.00	4.58%
Postage	0.00	500.00	0.0%
Property Tax	183.20	600.00	30.53%
Strategic Planning	0.00	1,000.00	0.0%
Tax collection	0.00	2,800.00	0.0%
Telephone	477.72	5,200.00	9.19%
Training	0.00	800.00	0.0%
Travel	24.30	1,500.00	1.62%
<b>Total Services</b>	<b>12,582.08</b>	<b>31,260.00</b>	<b>40.25%</b>

<b>Capital Outlay</b>			
Laptop	0.00	1,500.00	0.0%
Sidewalk repairs	0.00	20,290.00	0.0%
Reserve for Capital Replacement	0.00	10,000.00	0.0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>31,790.00</b>	<b>0.0%</b>
<b>Total General Government</b>	<b>22,275.98</b>	<b>316,423.00</b>	<b>7.04%</b>
<b>Parks &amp; Recreation</b>			
<b>Parks/Rec. Supplies &amp; Materials</b>			
Flags	0.00	3,500.00	0.0%
Janitorial /Cleaning Supplies	0.00	250.00	0.0%
Food/Provisions - events	575.98	2,500.00	23.04%
Pool Supplies	0.00	3,000.00	0.0%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>575.98</b>	<b>9,250.00</b>	<b>6.23%</b>
<b>Parks/Rec Services</b>			
Pool Attendant Salaries	0.00	1,100.00	0.0%
Pool management fee	10,082.00	50,610.00	19.92%
Pool Operations	100.00	8,100.00	1.24%
Comm. center maintenance	405.66	9,800.00	4.14%
Seasonal Decorations	0.00	14,400.00	0.0%
Events Services	275.00	1,200.00	22.92%
Water/Sewer	1,178.70	8,000.00	14.73%
Natural Gas	27.21	800.00	3.4%
<b>Total Parks/Rec Services</b>	<b>12,068.57</b>	<b>94,010.00</b>	<b>12.84%</b>
<b>Maintenance of Common Areas</b>			
Landscaping	10,833.33	148,550.00	7.29%
Park maintenance	250.00	36,410.00	0.69%
Pond maintenance	1,381.50	22,600.00	6.11%
Electric Maintenance	0.00	10,500.00	0.0%
Repairs of Common Areas	0.00	2,000.00	0.0%
<b>Total Maintenance of Common Areas</b>	<b>12,464.83</b>	<b>220,060.00</b>	<b>5.66%</b>
<b>Parks/Rec Capital Outlay</b>			
Tennis court resurfacing	0.00	32,000.00	0.0%
Basketball court resurfacing	0.00	9,000.00	0.0%
Council chambers video system	0.00	0.00	0.0%
Benches, Tables etc.	0.00	2,000.00	0.0%
<b>Total Parks/Rec Capital Outlay</b>	<b>0.00</b>	<b>43,000.00</b>	<b>0.0%</b>

Total Parks & Recreation	25,109.38	366,320.00	6.85%
<b>Public Services/Safety</b>			
Electric bills	9,199.68	109,600.00	8.39%
Street Signs	0.00	12,900.00	0.0%
Waste Collection	0.00	189,000.00	0.0%
Law enforcement	0.00	171,334.00	0.0%
<b>Total Public Services/Safety</b>	<u>9,199.68</u>	<u>482,834.00</u>	<u>1.91%</u>
<b>Total Expense</b>	<u>56,585.04</u>	<u>1,165,577.00</u>	<u>4.86%</u>
<b>Net General Fund</b>	-48,106.40	0.00	100.0%
<b>Powell Bill</b>			
<b>Other Income</b>			
Interest - Powell Funds	0.00	0.00	0.0%
Powell Bill Revenue	0.00	96,800.00	0.0%
<b>Total Other Income</b>	0.00	96,800.00	0.0%
<b>Other Expense</b>			
Street Exp. - Powell Bill	71,600.00	96,800.00	73.97%
<b>Total Other Expense</b>	<u>71,600.00</u>	<u>96,800.00</u>	<u>73.97%</u>
<b>Net Powell Bill</b>	<u>-71,600.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>Net Excess of Rev. over Exp.</b>	<u><u>-119,706.40</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

**COMMUNITY INVOLVEMENT:** Mayor David Cleveland shared that he had received a request from Amy Curtis with Hospice and Palliative Care of Charlotte Region requesting that the Village do a proclamation recognizing the awareness of the Alzheimer's disease. Mayor David Cleveland read the proposed proclamation into the minutes.

## PROCLAMATION OFFICE OF THE MAYOR

WHEREAS, Alzheimer's disease is an irreversible and progressive disease that slowly erodes precious memories, thinking skills and the ability to perform simple tasks, and

WHEREAS, Over 5 million Americans are living with this disease, and every 66 seconds someone is diagnosed. By the year 2050, up to 16 million will have the disease, and

WHEREAS, Alzheimer's is the only cause of death among the top 10 in America that cannot be prevented, or cured, and

WHEREAS, one in five care contributors cut back on their own doctor visits, food and transportation because of their care responsibilities, and

WHEREAS, in 2016, the direct costs to American society of caring for those with Alzheimer's will total an estimated \$236 billion, with just under half of the costs borne by Medicare, and WHEREAS, the Village of Lake Park offers its support to those living with Alzheimer's disease, and to recognize those who care and provide for them, sharing their loved one's emotional, physical and financial strains. We honor their compassion, remember those we have lost, and press toward the next scientific breakthrough.

NOW, THEREFORE I David Cleveland, Mayor for the Village of Lake Park, North Carolina, do hereby proclaim September 15, 2016 as

“PAINT THE VILLAGE PURPLE DAY”

And call upon the Village of Lake Park and its citizens to learn more about Alzheimer's disease and to support the individuals living with this disease and their caregivers.

*In witness whereof I have hereunto set my hand and caused this seal to be affixed.*

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David Cleveland, Mayor

Pam Jack made a motion for the Village of Lake Park to adopt the proclamation. Sandy Coughlin seconded the motion. Vote – Unanimous.

John Barnes requested that the Village consider sponsoring the Porter Ridge Band of Pirates at this year's Pirate Cove Classic on October 22<sup>nd</sup>. The event usually draws over 20 bands performing and nearly 6,000 people. The sponsorship assists in covering the cost for transportation to different competitions, trophies, uniforms, music rights, etc. This is a great opportunity for the Village to support the public school that all of our children attend. Mayor David Cleveland shared that the policy for the Village Council has been to not donate tax payer dollars to any 501c charities. The Village encourages Council members to support the charities of their choice. This being said the EDC may be interested in placing an ad in the program to promote the Village. The deadline for the program is September 19<sup>th</sup>. Sandy Coughlin will bring up the opportunity to the EDC at the August meeting.

**PARK AND RECREATION BUSINESS:** Mayor David Cleveland shared that the Park & Recreation Commission will tour the Common Areas on Saturday, August 13<sup>th</sup> starting at the Community Center at 9:00 AM.

Fabian Szarko shared that Quality Seal Coating & Sport Surfaces is scheduled to start with the tennis court and basketball court renovations in September. They will provide a two week notice before starting the renovations.

Ashley Dance shared that the Blood Donation Drive was held on Saturday, July 23<sup>rd</sup> from 9:00 AM to Noon on Meeting Street. There was support from our residents to help promote and make this a positive opportunity to help others throughout our community.

National Night Out was held on Tuesday, August 2<sup>nd</sup> from 6:30 to 9:00 PM in Gazebo Park. In spite of the rain we had a good turnout of around 150 people, and it was a great opportunity to intermingle with our area's first responders. Pastor Paige Miller from Faith United Methodist Church provided the invocation before everyone enjoyed the pizza from Papa Murphy's and salad donated by the Texas Roadhouse. DJ Henry McGee provided the music. We would like to thank the Union County Sheriff's Office, the Hemby Bridge Fire Department and the Union EMS for supporting this event which included the Mobile Command Center, CPR Training and the Kid's Fire Safety House. We would also like to thank all of the volunteers who helped make this event a success.

P&R approved a Village Toy Drive to be held in conjunction with the Union County Christmas Bureau and the U. S. Marine Corps Reserve Toys for Tots Program. The drive will be held from September 26 to December 6, 2016. There will be both a decorated Christmas barrel and a locked donation box available during regular business hours at the Community Center and from 9 to noon on Saturday, December 3<sup>rd</sup>. There will also be a donation point at the Village Christmas Tree Lighting on December 4<sup>th</sup>. Donated toys for children from infants to age 18 should be new and unwrapped. Envelopes will also be provided for donations. Checks should be made out to the Union County Christmas Bureau.

**ECONOMIC DEVELOPMENT:** Sandy Coughlin shared that Phase II of the sign replacement project should be completed by the end of August. The next EDC meeting is Thursday, August 18<sup>th</sup>.

**PUBLIC SERVICES:** Mayor David Cleveland shared that H&S Paving has completed the street resurfacing and pothole repairs. The Village had to tow three cars from the section of Creft Circle between Faith Church Road and Balsam Street. Angie Figiel went door to door on Friday evening before the paving was to be started, letting people know about the resurfacing and placed flyers in the mailboxes. Cheri Clark sent an eblast out concerning the paving and Angie Figiel posted on both Nextdoor and Facebook. Mayor David Cleveland went knocking on doors and putting flyers on cars and in mailboxes on Monday night letting people know about the paving and to not park in that area of Creft Circle during the resurfacing. On Tuesday morning, the Mayor was out knocking on doors around the parked cars. We then had 2 deputies out identifying the owners of the seven cars left on the street and knocking on doors for any of the cars registered in Lake Park. We were able to identify four cars and they were moved. Cheri Clark then worked with Smith's Body Shop & Wrecker Service to have the last

three cars towed. The last three cars were not registered in the Village. Mayor David Cleveland shared that we had H&S Paving crews and the equipment standing around while we tried to find the owners of the cars.

Mayor David Cleveland stated that he appreciated Ms. Ingram's calls, emails and letter concerning the towing. Ms. Ingram lives on Society Court and did not receive a paving notice. In retrospect, the Village could have placed flyers in all of the townhome mailboxes within a one block radius and put out paving signs. Mayor David Cleveland shared that if Council approved the \$50 refund, the funds would need to come from a fund balance account. Sandy Coughlin empathized with Ms. Ingram but stated that it did not seem fair for the Village taxpayers to pay for half of the towing. Pam Jack and John Barnes shared that they could see both sides and looked for a possible funding source for the refund. Mayor David Cleveland and Ashley Dance felt that Ms. Ingram's request for a 50-50 split of the towing was reasonable. Sandy Coughlin made a motion to deny the requested \$50 towing refund in light of the strenuous and reasonable efforts of the VOLP office staff, mayor and police to inform residents and prevent the need for any cars to be towed, and due to the cost to the contractor in time delay. There was no second and the motion failed. It was further determined that the Village budget has no category that would apply to refunding an amount paid to another agency. Mayor David Cleveland shared that since there was not a motion either way, then Council would not take any action on the request.

Precision Sidewalk will be working in the Village weather permitting between August 15<sup>th</sup> and September 2<sup>nd</sup> addressing sidewalk tripping hazards.

Pam Jack shared that waste collection will be on Friday, September 9<sup>th</sup> due to the Labor Day holiday.

John Barnes shared that a LED lamp has been installed on the old pool house. The change from halogen to LED lights could reduce the Village's electrical cost by 80%. John Barnes also recommended sending the electrical report electronically to Council rather than printing the report each month.

**COMMUNICATION:** The deadline for articles and information for the August newsletter is Friday, August 12<sup>th</sup> at 5 p.m. Topics to be included: Alarm calls, Trash tips, Girls on the Run, Animal Control Ordinance, Christmas toy drive, Alzheimer's Proclamation, School safety reminder, Garden Club, HOA Fall festival and Tax bills.

**COUNCIL COMMENTS:** Ashley Dance thanked Council and the volunteers for their involvement and help with the programs and events over the last couple of months.

Pam Jack shared that National Night Out went well and she really appreciated the turnout of deputies and first responders with the weather.

John Barnes shared that he enjoyed seeing everyone dancing in the rain with Homer, McGruff and the children.

Sandy Coughlin shared that she appreciated Suzanne Ingram coming to Council and providing feedback to help us improve our communication with residents.

Mayor David Cleveland shared that Council appreciated all the positive comments tonight and that the Village will take the comments and feedback into consideration as we approach future projects.

**ADJOURN:** Ashley Dance made the motion to adjourn. Fabian Szarko seconded the motion.  
Vote – Unanimous.

Respectfully submitted,

  
\_\_\_\_\_  
Mayor David Cleveland

  
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Village Administrator, Cheri Clark

