

**MINUTES  
VILLAGE OF LAKE PARK  
PARK AND RECREATION COMMISSION MEETING  
3801 LAKE PARK ROAD, LAKE PARK, NC  
FEBRUARY 25, 2013**

**Commission Members Present:** David Cleveland, Royetta Trull, Cathy MacArthur, Kris Kirwan and Wayne Daniels

**Clerk:** Cheri Clark

**Call to Order:** David Cleveland called the February 25, 2013 Parks and Recreation meeting to order. David Cleveland welcomed Wayne Daniels and Kris Kirwan to the Parks and Recreation Commission.

**Public Comments:** Babette Cauble with the Heart Link Network requested a fee reduction for the rental of the Community Center. The Heart Link Network is a networking organization for women worldwide that enjoys a light meal, connects, collaborates and listens as each woman shares for 3 or 4 minutes. Only one woman may represent a company or professional industry. The average group size has been twelve. Cathy MacArthur asked if this is an incubator to help small businesses get started. No, it is a networking organization. David Cleveland stated that we would be setting a precedent if we reduce the rent however there are benefits to having such a group in Lake Park. David Cleveland will bring this to the March Council meeting for discussion.

Judy Taul requested that the grasses that Lucas Landscaping planted last year be trimmed and that the one in the middle be removed in order for the Knock-out Roses to be enjoyed.

**Approval of Minutes:** Cathy MacArthur made the motion to approve the January 28, 2013 Regular Session minutes as presented. Kris Kirwan seconded the motion. Vote – Unanimous.

**Changes to the Agenda:** David Cleveland requested that under Landscaping 13. C. Bradford Pear Trees/ Bill Smith, Union County Forester be added.

**Council Actions:** Council approved Kris Kirwan and Wayne Daniels for the Parks and Recreation Commission to each serve a three year term. The Pool Rates for 2013 will remain the same as the 2012 rates. The Common Heart 5k/10k race was approved and will be held on July 4, 2013. Landscaping for the Clock Tower was approved - \$4,368 out of Park Maintenance.

**Tree/Light Conflict Presentation:** John Barnes gave the Tree/Light Conflict Presentation that he did for Council in the fall. Public lights are for everyone. They provide safety and security. In Lake Park, due to the maturity of the landscaping,

there are many places where trees are in conflict with our street lighting. The VOLP can cut around the lights however that tends to butcher the trees. Most of the cul-de-sacs have lights that are ineffective due to trees. We really have only three options:

1. Trim back the trees and shrubs utilizing an arborist.
2. Cut down the trees.
3. Move the lights and/or add more lights. The acorn lights are \$400 each plus \$20 a month from now on and the cobra lights are \$20 a month from now on.

David Cleveland stated that during the discussion with Bill Smith, Union County Forester, Bill suggested that we use a tree company with an arborist on staff that could over see the in-depth pruning that needs to be done. The sap is already rising therefore if we are going to do the in-depth pruning we need to be doing it now or wait until fall. John Barnes stated that any move toward correction is a step in the right direction. We need to look at this and start addressing the problem. Sean Lowther asked now that the Village has identified the problem, what is the potential liability to the Village?

**Ponds:** On Wednesday, February 20 at 10:00 a.m. John Ross, Cheri Clark and David Cleveland opened the sealed Sages Pond Retention Wall bids. The specs for the project were for a Mesa Block Retaining Wall and Lucas Landscaping quoted a Ridge Rock Wall with Geo Grid. The other three bidders quoted the Mesa Block Retaining Wall per the specifications. The reason a Mesa Block system was originally selected was due to the fact that it disturbs less area which is of concern with the street and sidewalk on Sages Avenue. The decision was made to ask Lucas Landscaping, who was the low bid to rebid based upon the specification for a Mesa Block Retaining Wall and ask the next two lowest bidders to rebid the project as a Ridge Rock Wall with Geo Grid. With the prices provided for the handrail system, we decided to remove the handrail system from the project. David Cleveland has spoken with four of the five references Lucas Landscaping had provided. David Cleveland would like to make the motion that we accept the bid from Lucas Landscaping for a Mesa Block Retaining Wall as long as the references check out. Cathy MacArthur seconded the motion. Vote – Unanimous.

SAGES POND BANK STABILIZATION				
	Lucas Landscaping	Trull Contracting	WM Warr & Sons	EcoExpress, LLC
Mesa Block Retaining Wall	\$ 21,450.00	\$ 26,500.00	\$ 38,550.00	\$ 63,100.00
Ridge Rock Wall w/Geo Grid	\$ 18,450.00	\$ 25,000.00	\$ 38,550.00	
Safety Handrail	\$ 5,250.00	\$ 15,750.00	\$ 15,282.00	\$ 17,250.00

Last year due to the early spring the ponds got ahead of us. We have one approved treatment available and based upon prior years; we will need to approve three more treatments for this fiscal year, April, May and June - \$4,500. David Cleveland made

the motion to approve the additional three treatments. Royetta Trull seconded the motion. Vote – Unanimous. David Cleveland will ask for Council approval.

**Pool:** Royetta Trull stated that we have a lot of work going on at the pool. On the Jr. Olympic Pool there is a Bond Beam issue that is going to have to be repaired and there are 42 broken tiles. With a credit of \$450, the additional cost will be \$1,800. There is water in two of the sealed underwater pool lights. Chris King will let us know whether seals or fixtures will need to be replaced. The light repairs are \$400 a each.

**Budget Report:** David Cleveland provided Parks and Rec with budget information for the 2013/14 budget. The proposed budget will be discussed at the next Park and Rec meeting.

Park & Recreation Budget Report - February 2013

	2012 -2013 Budget	As of 1/31/12 Spent	Committed	As of 2/25/13 Available
<b>Parks &amp; Recreation</b>				
<b>Supplies and Materials</b>				
Janitorial/Cleaning Supplies	\$2,000.00	\$79.05		\$1,920.95
Food / Provisions (events)	\$917.00	\$961.08		-\$44.08
NNO Food/supplies	\$1,000.00			\$1,000.00
Pool Supplies	\$1,000.00			\$1,000.00
Park Materials and Supplies	\$1,000.00	\$182.90		\$817.10
<b>Benches, Tables, Etc.</b>				
Install Bench Pads			\$750.00	
Assembly & Installation of Benches			\$250.00	
Total Benches, Tables, Etc.	\$6,000.00	\$4,468.00	\$1,000.00	\$532.00
<b>Total Supplies and Materials</b>	<b>\$11,917.00</b>	<b>\$5,691.03</b>	<b>\$1,000.00</b>	<b>\$5,225.97</b>
<b>Services</b>				
<b>Landscaping</b>				
Lucas General Contract	\$126,300.00	\$73,675.00	\$52,625.00	
Mulch	\$9,000.00	\$4,462.00		
Spring & Fall Flowers	\$2,400.00	\$1,200.00	\$1,200.00	
<b>Total Landscaping</b>	<b>\$137,700.00</b>	<b>\$79,337.00</b>	<b>\$53,825.00</b>	<b>\$4,538.00</b>
<b>Park maintenance</b>				
Fountain Maintenance (CPM)			\$1,500.00	
Veterans & Alden Pond Sidewalks			\$11,400.00	
Lucas - Clock Tower Landscaping			\$4,368.00	
Lucas - Ice Melt			\$120.00	

Lucas - Remove 2 Trees			\$150.00	
Lucas - Mulch Area 20			\$400.00	
Lucas - Mulch Area 14			\$180.00	
<b>Total Park Maintenance</b>	\$39,000.00	\$9,767.75	\$18,118.00	\$11,114.25
<b>Pond maintenance</b>	\$43,300.00	\$1,768.00		\$41,532.00
<b>Electric Maintenance</b>	\$5,000.00	\$2,151.93		\$2,848.07
<b>Repairs of Common Areas</b>	\$2,000.00	\$629.61		\$1,370.39
<b>Water/Sewer</b>	\$4,250.00	\$3,252.91	\$997.09	\$0.00
<b>Natural Gas</b>	\$1,000.00	\$301.28	\$698.72	\$0.00
<b>Comm. center maintenance</b>				
Cleaning Service			\$1,000.00	
Black Pest Control			\$294.00	
Security System			\$132.00	
<b>Total Comm. Center Maintenance</b>	\$6,500.00	\$2,713.75	\$1,426.00	\$2,360.25
<b>Pool management fee</b>	\$48,570.00	\$16,663.50	\$31,906.50	\$0.00
<b>Pool Operations</b>				
Restrapping Chairs			\$2,765.00	
<b>Total Pool Operations</b>	\$11,500.00	\$260.00	\$2,765.00	\$8,475.00
<b>Seasonal Decorations</b>	\$10,250.00	\$10,402.00		-\$152.00
<b>Events Services</b>	\$583.00			\$583.00
<b>Total Services</b>	\$309,653.00	\$127,247.73	\$109,736.31	\$72,668.96
<b>Capital Outlay</b>				
<b>Pool Renovations</b>	\$22,000.00	\$9,800.00	\$9,800.00	\$2,400.00
<b>Security/Camera Systems</b>	\$700.00	\$549.00		\$151.00
<b>Flags and Banners</b>	\$4,500.00	\$4,443.00		\$57.00
<b>Total Capital Outlay</b>	\$27,200.00	\$14,792.00	\$9,800.00	\$2,608.00
<b>Total Park &amp; Recreation</b>	<b>\$348,770.00</b>	<b>\$147,730.76</b>	<b>\$120,536.31</b>	<b>\$80,502.93</b>

**Events:** Girls on the Run will be held April 27, 2013. As we look at events that can benefit the Village, a document shredding day was discussed for the residents. The cost of a three hour onsite shredder event ranges from \$500 to \$650. Parks and Rec will discuss this project further in March. Cathy MacArthur has not had time to look into a Litter Sweep.

**Parks & Rec Projects:** The Park Benches are in the process of being installed. The pads have been poured and the benches and pet waste stations should be installed in the next week or two.

We have had a request from a resident in the Garden District to install two benches on empty pads near the intersection of Eisenhower and Peony Alley. The resident suggested concrete Bailey benches in the natural concrete - \$70 a bench. Each bench weighs 440 pounds. The resident has offered to purchase one bench if the Village

will purchase the other and also to go pick up both benches. Parks and Rec approved the purchase of the bench.

The Veterans Pond and Alden Pond sidewalks should be installed in the next month. Parks and Rec discussed installing four permanent decorative benches at the Clock Tower. Girls on the Run has donated one and Garden Club has discussed donating two and Parks and Rec could purchase one to complete the island renovations.

**Landscaping:** David Cleveland stated that based upon the way the Lucas Contract is written, the contract expires March 1, 2013 with a renewal until March 1, 2014. Parks and Rec will need to discuss after budget planning Lucas' contract and decide if we are going to put the contract out to bid. Royetta Trull stated that she felt it was in the best interest of the Village to put the contract out to bid.

At one time, there was an irrigation system at the Clock Tower however the system does not currently work. David Cleveland would like to make a motion to spend up to \$1,000 to diagnose and repair the system. Royetta Trull seconded the motion. Royetta Trull asked Cheri Clark to go back and look at earlier minutes to see if we had any quotes or repairs for the irrigation system. Vote – Unanimous.

David Cleveland shared that Bill Smith, Union County Forester, Patty Dunn, Cheri Clark and he did a tour of the aging Bradford Pear Trees in Lake Park. Bill Smith stated that there are several options:

1. Have an arborist to prune the trees which may prolong the life of the trees for a couple of years.
2. Cut the trees down to 1 foot and as they grow back, keep them pruned which would probably prolong the life of the trees ten years however you still have the root and sidewalk conflict.
3. Remove the trees.

Bill Smith recommended that we start planting behind the sidewalks and add a variety of flowering trees. These suggestions do not address or solve the problem of Bradford Pear Trees on private property.

**Community Center:** Marion Holloway met with David Cleveland and Cheri Clark to discuss an audio and video system for the Village in Chambers. The video system would cost \$2,988.38 with the VOLP providing electrical power in the ceiling for the projector. The proposed audio system would cost \$5,296.69 with the VOLP providing an electrical switch in the meeting room to allow equipment to be operated without having to unlock the storage closet.

**Adjourn:** Cathy MacArthur made the motion to adjourn. Wayne Daniels seconded the motion. Vote – Unanimous.

Respectfully Submitted,

Cheri S. Clark  
Clerk