

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

7:00 P.M.

AUGUST 13, 2013

ATTENDING: Mayor Kendall Spence
Council Members: David Cleveland, Sandy Coughlin, Royetta Trull, Mark Phillips and John Barnes.
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 August Regular Session Meeting to order.

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

APPROVAL OF MINUTES: Sandy Coughlin made the motion to approve the July 9, 2013 Regular Session Council Meeting minutes. David Cleveland seconded the motion. Vote – Unanimous.

PUBLIC COMMENT: Margaret Phillips thanked Royetta Trull for all of her work on National Night Out. The DJ was fantastic. Mayor Kendall Spence shared that he has received positive feedback concerning the event also.

CHANGES TO THE AGENDA: Delete: Waste Collection. Sandy Coughlin made the motion to approve the amended agenda. John Barnes seconded the motion. Vote – Unanimous.

SECURITY REPORT: There were 10 alarm calls during the month of July. There were a total of 164 calls in Lake Park during the month of July. There were 8 - 911 hang ups or misdials, 7 improperly parked vehicles, 4 property damage vandalism mischief calls, 2 animal lost stray unwanted or bites, 9 trespassing calls and 52 traffic stops.

Mark Phillips shared that a resident had expressed concern on Carol Avenue about cars parking on the street across from one another. The road is not wide enough for parking on both sides of the street and access for emergency vehicles.

UNIFIED DEVELOPMENT ORDINANCE (UDO): David Cleveland shared that at the July 16th meeting, the Planning Board and the Board of Adjustments adopted By Laws and Rules of Procedure for their respective boards. Copies are available for viewing in the office.

Jonathan McDaniel was sworn in for three year terms on both the Board of Adjustments and the Planning Board.

Benchmark provided Board of Adjustments training to the Council and BOA members. The first part covered legislative approvals which share a lot in common between the Council and the Planning Board. The second portion covered items which were specific to the Board of Adjustments.

The next scheduled meeting of the Planning Board is August 20th at 7:00 PM at the Community Center. This meeting may be cancelled due to no pending business.

FINANCE OFFICER'S MONTHLY REPORT: Cheryl Bennett stated that July was the first month of the new fiscal year and that we had more expenditures than revenues.

	<u>Jul 13</u>	<u>Budget</u>	<u>% of Budget</u>
General Fund			
Revenues			
Property Taxes			
Ad valorem current year	0.00	535,510.00	0.0%
Ad valorem prior years	0.00	2,000.00	0.0%
Utility ad valorem	0.00	7,800.00	0.0%
Motor vehicle tax	1,008.84	53,878.00	1.87%
Penalties and interest	<u>0.00</u>	<u>1,202.00</u>	<u>0.0%</u>
Total Property Taxes	1,008.84	600,390.00	0.17%
Other Taxes			
Stormwater Fees- current year	0.00	43,130.00	0.0%
Cable franchise-from Time Warner	<u>0.00</u>	<u>2,800.00</u>	<u>0.0%</u>
Total Other Taxes	0.00	45,930.00	0.0%
State Shared Revenues			
Sales and use tax	0.00	150,000.00	0.0%
Telecom. Franchise	0.00	2,400.00	0.0%
Elec. franchise tax	0.00	70,000.00	0.0%
Video Prog. (Cable from State)	0.00	20,850.00	0.0%
Piped Gas	0.00	8,500.00	0.0%
Solid Waste Disposal Tax	<u>0.00</u>	<u>2,400.00</u>	<u>0.0%</u>
Total State Shared Revenues	0.00	254,150.00	0.0%
Parks & Recreation Revenue			
Program Fees	564.25	1,700.00	33.19%
Facility Rentals	410.00	3,000.00	13.67%
Daily swim fees	2,813.00	8,000.00	35.16%
Season pass pool fees	<u>780.00</u>	<u>48,000.00</u>	<u>1.63%</u>
Total Parks & Recreation Revenue	4,567.25	60,700.00	7.52%

Other revenues			
Commercial Waste Coll. Extras	0.00	1,800.00	0.0%
Approp. Fund Balance	0.00	92,461.00	0.0%
Civil Penalties	20.00	600.00	3.33%
Investment revenue	57.20	9,000.00	0.64%
Miscellaneous	25.00	1,000.00	2.5%
Total Other revenues	<u>102.20</u>	<u>104,861.00</u>	<u>0.1%</u>
Total Revenues	<u>5,678.29</u>	<u>1,066,031.00</u>	<u>0.53%</u>
Gross Profit	<u>5,678.29</u>	<u>1,066,031.00</u>	<u>0.53%</u>
Expense			
General Government			
Other Expenditures			
Economic Development	150.00	5,000.00	3.0%
Contingency	0.00	10,000.00	0.0%
Stormwater Expense			
Advertising	0.00	100.00	0.0%
Dues and Permits	0.00	1,100.00	0.0%
Prof. Fees - Engineering	0.00	10,000.00	0.0%
Repairs & Maint. Services	0.00	28,930.00	0.0%
Cap.Outlay- Pet Waste Stations	0.00	3,000.00	0.0%
Total Stormwater Expense	<u>0.00</u>	<u>43,130.00</u>	<u>0.0%</u>
Total Other Expenditures	150.00	58,130.00	0.26%
Planning and Zoning			
Zoning Admin. Services	900.00	10,000.00	9.0%
Code Enforcement Services	0.00	10,000.00	0.0%
Consulting Fees	0.00	2,000.00	0.0%
Legal Services	0.00	3,500.00	0.0%
Advertising	0.00	200.00	0.0%
Postage	8.15	300.00	2.72%
Supplies	232.19	1,000.00	23.22%
Training	0.00	500.00	0.0%
Total Planning and Zoning	<u>1,140.34</u>	<u>27,500.00</u>	<u>4.15%</u>
Gen. Govt. Personal Services			
Adm Assistant	430.00	500.00	86.0%
Clerk/Tax Collector	4,850.00	58,200.00	8.33%
Council	0.00	11,950.00	0.0%
Finance Officer	1,256.67	15,080.00	8.33%

Mayor	0.00	4,340.00	0.0%
Payroll Expenses	<u>568.90</u>	<u>6,835.00</u>	<u>8.32%</u>
Total Gen. Govt. Personal Services	7,105.57	96,905.00	7.33%
Professional Fees			
Auditing Services	0.00	5,000.00	0.0%
Legal Services	<u>0.00</u>	<u>15,000.00</u>	<u>0.0%</u>
Total Professional Fees	0.00	20,000.00	0.0%
Supplies and Materials			
Office	<u>22.24</u>	<u>3,300.00</u>	<u>0.67%</u>
Total Supplies and Materials	22.24	3,300.00	0.67%
Services			
Advertising	0.00	200.00	0.0%
Membership and dues	0.00	4,036.00	0.0%
Bank charges	82.14	800.00	10.27%
Elections	0.00	3,710.00	0.0%
Insurance/bonds	7,641.74	7,650.00	99.89%
Miscellaneous oper. exp.	0.00	400.00	0.0%
Newsletter/website/flyers	0.00	750.00	0.0%
Printing & Delivery Newsletter	110.00	2,600.00	4.23%
Postage	0.00	500.00	0.0%
Tax collection	252.00	1,808.00	13.94%
Telephone	264.23	3,000.00	8.81%
Training	0.00	800.00	0.0%
Travel	<u>0.00</u>	<u>1,200.00</u>	<u>0.0%</u>
Total Services	8,350.11	27,454.00	30.42%
Capital Outlay			
Reserve for Capital Replacement	<u>0.00</u>	<u>10,000.00</u>	<u>0.0%</u>
Total Capital Outlay	<u>0.00</u>	<u>10,000.00</u>	<u>0.0%</u>
Total General Government	16,768.26	243,289.00	6.89%
Parks & Recreation			
Parks/Rec. Supplies & Materials			
Janitorial /Cleaning Supplies	0.00	500.00	0.0%
Food/Provisions - events	461.75	2,400.00	19.24%
NNO Food/Supplies	180.46	0.00	100.0%
Pool Supplies	<u>0.00</u>	<u>3,000.00</u>	<u>0.0%</u>
Total Parks/Rec. Supplies & Materials	642.21	5,900.00	10.89%

Parks/Rec Services			
Pool Attendant Salaries	0.00	750.00	0.0%
Water/Sewer	233.97	4,400.00	5.32%
Natural Gas	29.29	1,000.00	2.93%
Comm. center maintenance	222.00	12,400.00	1.79%
Pool management fee	9,714.00	48,570.00	20.0%
Pool Operations	189.46	11,100.00	1.71%
Seasonal Decorations	0.00	12,200.00	0.0%
Total Parks/Rec Services	10,388.72	90,420.00	11.49%
Maintenance of Common Areas			
Landscaping	10,525.00	140,700.00	7.48%
Park maintenance	320.00	35,750.00	0.9%
Pond maintenance	2,880.00	43,380.00	6.64%
Electric Maintenance	0.00	5,000.00	0.0%
Repairs of Common Areas	0.00	2,000.00	0.0%
Total Maintenance of Common Areas	13,725.00	226,830.00	6.05%
Parks/Rec Capital Outlay			
Council chambers video system	0.00	4,000.00	0.0%
Reserve for pool re-plastering	0.00	20,000.00	0.0%
Benches, Tables etc.	0.00	4,000.00	0.0%
Security System/Camera System	0.00	4,000.00	0.0%
Total Parks/Rec Capital Outlay	0.00	32,000.00	0.0%
Total Parks & Recreation	24,755.93	355,150.00	6.97%
Public Services/Safety			
Electric bills	8,594.62	103,000.00	8.34%
Street Signs	325.00	2,000.00	16.25%
Waste Collection	0.00	203,000.00	0.0%
Law enforcement	0.00	159,592.00	0.0%
Total Public Services/Safety	8,919.62	467,592.00	1.91%
Total Expense	50,443.81	1,066,031.00	4.73%
Net General Fund	-44,765.52	0.00	100.0%
Powell Bill			
Powell Bill Revenue			
Interest - Powell Funds	7.63	100.00	7.63%

Powell Bill Revenue	<u>0.00</u>	<u>90,000.00</u>	<u>0.0%</u>
Total Powell Bill Income	7.63	90,100.00	0.01%
Powell Bill Expense			
Street Exp. - Powell Bill	<u>0.00</u>	<u>90,100.00</u>	<u>0.0%</u>
Total Powell Bill Expense	<u>0.00</u>	<u>90,100.00</u>	<u>0.0%</u>
Net Powell Bill			
Bill	<u>7.63</u>	<u>0.00</u>	<u>100.0%</u>
Net Excess of Revenues over Exp.	<u><u>-44,757.89</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

STORMWATER: Attorney Ken Swain has reviewed the proposed Regional Stormwater Partnership Facilitation contract and has some concerns. He has reached out to some of the other municipal attorneys that are involved in the partnership and his recommendation at this time is to wait and see the feedback from some of the larger municipalities.

PARK AND RECREATION BUSINESS: Royetta Trull thanked everyone that participated in or volunteered for National Night Out. Due to Mark and Margaret Phillips efforts, we had Mama’s Mexican Café, Skeeter’s Bakery and the Chick-fil-a represented at the event. There was a turnout of about 200 people. The FBI, Hemby Bridge Fire Department and the Sherriff’s Department all participated in the event. Seven National Night Outs were held in Union County. Deputy Richard Haywood was presented with a Certificate of Appreciation for his service to the Village.

David Cleveland shared that five flags at the Clock Tower were stolen on July 19th.

The Clock Tower fountains were drained and cleaned, and new lights and filters were installed by CPM in July.

Aquatic Resources did a fourth treatment of the ponds at the end of July. They will treat the Garden Pond and the Russell Park Pond for primrose this month. Aquatic Resources has removed the back aerator on Connie’s Pond to determine whether or not it can be repaired or needs to be replaced.

David Cleveland and Cheri Clark have been meeting with prospective contractors regarding the dredging of Russell Park Pond. The next step will be to determine what permits will be required and to draft a bid specification.

Lucas Landscaping has installed the Bermuda sod at Veteran’s Pond between the sidewalk and the pond. They have also installed new sand at the Volleyball Court.

Park & Rec approved spending up to \$600 to remove three dead trees in Common Areas and to have a dozen stumps ground. We have a quote from Kiker Tree Service for \$550 to complete this work which should be done this week.

Park and Rec also approved a quote from Lucas Landscaping to refresh the mulch at the Founders Park playground for \$1300. David Cleveland made a motion to approve this quote which will be funded by Park Maintenance. Mark Phillips seconded the motion. Vote – Unanimous.

A resident has suggested extending the sidewalk on Lake Park Road from Kirby Park to Unionville-Indian Trail Road now that Indian Trail is installing a sidewalk along Unionville-Indian Trail Road. This sidewalk would be approximately 630 feet long and would cost between \$15,000 and \$20,000. We did not budget for this item however; we may want to revisit the sidewalk next year.

PUBLIC SERVICES (Street Lighting): John Barnes requested the status of tree pruning around lights. David Cleveland shared that Park and Rec met with the Union County Forrester and he recommended waiting to prune the trees after the fall foliage.

ECONOMIC DEVELOPMENT: Sandy Coughlin shared that James Ross presented a proposal for commercial enhancements at the Town Center to create inviting changes to the barren hardscape. EDC will be discussing the proposal at the August meeting. Skeeter’s Bakery plans to open late August or early September.

COMMUNICATION: The deadline for articles and information for the August newsletter is Friday, August 16th at 5 p.m. Topics to be included: Pedestrian Tree Pruning, Stormwater, Parking Ordinance, UDO, P&R information, National Night Out and Vandalism.

COUNCIL COMMENTS: No Council Comments.

ADJOURN: Sandy Coughlin made the motion to adjourn the meeting. John Barnes seconded the motion. Vote – Unanimous.

Respectfully submitted,

Mayor Kendall Spence

Village Clerk, Cheri Clark