

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

**7:00 P.M.**

**FEBRUARY 12, 2013**

**ATTENDING:** Mayor Kendall Spence  
Council Members: David Cleveland, Sandy Coughlin, 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 February Regular Session Meeting to order.

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

**APPROVAL OF MINUTES:** David Cleveland made the motion to approve the January 8, 2013 Regular Session Council Meeting minutes. John Barnes seconded the motion. Vote – Unanimous. Mark Phillips made the motion to approve the January 15, 2013 Public Hearing minutes. Sandy Coughlin seconded the motion. Vote – Unanimous.

**PUBLIC COMMENT:** Jerry Shook – 4009 Sages Avenue – moved into Lake Park in June 2012 and he is unable to pull into his garage without scrapping the curb and gutter. Mr. Shook brought a couple of pictures, a quote and proposed modification to the curb and gutter. Mayor Spence asked Mr. Shook to submit a plan to the town and we will have our engineer review it for feasibility.

Pat MacLean – 3901 Lincoln Court – expressed her concern about the unsightly mess on streets from the garbage trucks. She called Covenant Waste and within 30 minutes they were out looking at the spill. The spill occurred when the garbage was crushed. On Saturday, they pressure washed the street and also put down kitty litter but that does not seem to have done the trick. Mrs. MacLean would like for the Village to look at a way to fund street cleaning a couple times a year. It is unsightly and unsanitary.

Tyler Cook – 3602 Bessant Street – presented to Councilman Mark Phillips a Certificate of Appreciation from Boy Scout Troup 151 thanking him for his time working with the Troup to receive their citizenship badge.

Jeff Carlini – 3602 Bessant Street – is the Treasurer of the HOA and he shared that the HOA has paid Braesael Management the same amount for the last four years to manage the parent HOA - \$37,800. Braesael sends all the bills, collects all the money, manages the landscaping for 130 homes and provides two drive-arounds each month. The UDO does not cover

nuisance issues such as mold, height of grass and trash containers. According to the UDO presentation, the cost to administer the UDO will be between \$25,000 and \$30,000 and require at least two part-time people – a Zoning Administrator and a Code Enforcer. I think we need to know what the real savings is going to be if the HOA were to turn over the Architectural Review function to the Village. At this point is the savings going to really be \$10,000 or more or less? Mr. Carlini suggested that the Village and the HOA work together to develop a Nuisance Ordinance which is mainly what the HOA deals with. He also suggested that we split apart the UDO into two distinct sections - the development/redevelopment section and the ACC issues. In his opinion the ACC issues are completely separate and should be dealt with separately. The ACC issues should be worked on collaboratively, a Nuisance Ordinance developed and then possibly brought up for a vote. As it stands right now the Village is only taking over a small part of the ACC guidelines and creating duplicate efforts and costs. Mayor Kendall Spence stated that we would be discussing this further under Item 7.

**CHANGES TO THE AGENDA:** Sandy Coughlin made the motion to approve the agenda as presented. John Barnes seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Brett stated that there were 111 total calls in Lake Park during the month of January. There were 15 false alarms – 6 at the same residence, 3 improperly parked vehicles, 3 property damage vandalism mischief calls, 9 animal service calls – 3 or 4 of those were follow up and 3 trespassing – people in the parks after dark.

Sandy Coughlin asked about the 4 alarm calls at the same address within 24 hours. David Cleveland has had several requests to monitor the traffic on Courtland and Carol. The cars are speeding, failing to come to a complete stop and cutting the corners too sharply. He requested that the deputies step up patrols in that area.

**UNIFIED DEVELOPMENT ORDINANCE (UDO):** David Cleveland stated that Chris Mathisen has resigned from the Planning Board and Board of Adjustment due to health issues. His term expires in June 2013 and we will need to advertise and fill the vacancy. On behalf of the Village, David Cleveland thanked Chris Mathisen for all of his work and dedication to the Task Force, UDO Steering Committee, Planning Board and Board of Adjustments. Sandy Coughlin also thanked Mr. Mathisen for his involvement in the UDO process.

David Cleveland shared that the January 15<sup>th</sup> Public Hearing for the UDO had about 100 residents in attendance. During the Public Comment, questions were raised about the need for the Village to have its own Zoning and Land Use, how would the UDO affect the HOA and the approval processes, and would there be duplication of governing documents between the Village and the HOA. Responses were given to these concerns at the hearing and were also posted on the Village website. Benchmark has also provided a comment summary of the hearing which David Cleveland would like to read into the minutes.

David,

First, I would like to say that I was impressed by the turnout at the public hearing on the Unified Development Ordinance. Cheri did an excellent job notifying the public and arranging

the meeting. My count was around 120 residents. This is a substantial turnout for any meeting, much less a zoning meeting, in a municipality the size of Lake Park. You and Greg did an excellent job going over the key points behind the development of the UDO and the Council's original reasoning for embarking on this project. For their part, the residents in attendance made very thoughtful comments and asked great questions.

It seemed like most in attendance were fairly well informed about the matter at hand, and most had good questions or comments to share. When there were comments or questions from residents who may have been misinformed, I believe that the answers given were fair and informative. For a crowd that size and with such a potentially controversial subject at hand, there were relatively few people openly dissenting. There will, of course, always be those who do not believe that the adoption of new regulations, but, again, these voices appeared to be in the minority. Most of the objections raised seemed to be oriented more towards the dynamic between the Village and the HOA, not against the concept of land use regulation.

Overall, I don't think that the meeting could have gone any better. The Village did an excellent job of informing the residents, and I believe that if there were significant opposition to the Village assuming control of land use regulation we would have seen a much more contentious meeting. I want to thank you, Cheri and the rest of the Village Council, Planning Board and UDO Steering Committee for putting so much time and effort into this project. If the Village chooses to move forward with adoption of the UDO, I, and my firm, will be ready to assist in any way necessary to help you see the process through to fruition.

Thanks,

Vagn

David Cleveland stated that he would like to respond to a couple of the comments from Mr. Carlini. Over the last three years, the Zoning Task Force, UDO Steering Committee and Planning Board have worked very hard to involve the HOA in the development process and to structure the UDO as to not conflict with the HOA CC&Rs and Architectural Guidelines. There are some things in the HOA CC&R's that cannot be put in a Zoning and Land Use Ordinance. Mr. Carlini brought up nuisance type issues such as mildew on houses, overgrown yards and trash cans. A Nuisance Ordinance was discussed in Council about a year ago and the decision was made to table any such ordinance until the UDO was completed. We would be very happy to work with the HOA concerning a Nuisance Ordinance that can address these issues. Sandy Coughlin stated that there is an opening on the Planning Board and that perhaps a HOA person can fill the position. We reached out to the Architectural Control Committee to include them when the Zoning Task Force was being established unfortunately many of us wear so many hats that no one was available from the Committee.

We have used the cost figure of \$25,000 to \$30,000 as the figure that it would take for the Village to undertake the Unified Development Ordinance. This figure is actually split up into three different categories: Zoning Administrator – issues permits, Code Enforcement Officer – primarily makes sure that what is being built is within the UDO guidelines and Attorney Fees.

We have no idea how many Board of Adjustment meetings there will be. Based upon Benchmark's experience, they do not believe that there will be a lot of permits.

The answer to the question of whether or not we are going to save the residences money is that there is not going to be a cost saving from a pure numbers standpoint. The real reason to adopt the UDO is so that Lake Park can control future development and redevelopment and control our own destiny. The VOLP must now decide whether or not to proceed with the UDO. If the VOLP decides to adopt the UDO, the next step is to get on the Union County Board of Commissioners agenda to request approval.

Sandy Coughlin asked for clarification on the multifamily fence heights. David Cleveland stated that since all multi-family units have HOAs', they are excluded from the fence height requirements in the UDO.

Mayor Kendall Spence shared that in Indian Trail there is a UDO and multiple HOAs. David Cleveland stated that questions have come up about duplication of effort. It really is not much different from any other municipality that has its own Land Use Ordinance such as Indian Trail, Wesley Chapel and Mineral Springs. They also have Homeowner Associations with their jurisdictions. So anybody that wants to build a garage goes to the HOA first for approval, next the municipality and then to the County. What is unique about Lake Park is that we have a master HOA that encompasses almost the same geographic limits as the Village.

Jeff Carlini thanked David Cleveland for addressing his comments. Jeff Carlini asked why the Master HOA could not also be exempt from the fence requirements. David Cleveland stated that the general fence requirement that has been established is for 6 foot fences and in the multifamily area there are fences that exceed the fence requirement more than a foot. You have quite a variation in fence heights and a lot of concern from residents in that area about what if a section of fence was knocked down.

Jeff Carlini's second point is that based upon what we have learned about cost tonight, there will be no cost savings to the residents, which has been a selling point. The question was then asked if we can just separate out the articles that deal with HOA type items and at some point down the road work through them and decide if we want them to be included in the UDO. Mr. Carlini also stated that he felt that it is a huge conflict of interest to have the Consultant's firm to enforce the UDO. David Cleveland shared that the Steering Committee, Planning Board and the Consultant have all agreed to include everything that is currently represented in the proposed UDO and it is the consensus of these boards to include the total package. Fences and garages are part of land use and really should be in a land use ordinance.

David Cleveland made the motion to adopt the Unified Development Ordinance with an effective date of July 1, 2013 to coincide with the fiscal year. Mark Phillips seconded. Under discussion Mark Phillips requested one more month to work with the HOA and he would also like us to have a full Council to vote on the UDO. David Cleveland shared that Royetta Trull could not be here tonight; however he spoke with Royetta to determine whether or not she was in favor of passing the UDO. Royetta Trull is in favor of adopting the UDO. Mark Phillips made a motion to delay the vote on the UDO until the next Council meeting. Sandy Coughlin

seconded the motion. Sandy Coughlin under discussion shared that one more month may provide time for residents to further understand the UDO. David Cleveland asked what delaying the vote one month was going to accomplish and that it will take time to get on the Union County Board of Commissioners Agenda. The motion to postpone the vote one month was three to one with David Cleveland voting No.

**STATE OF EMERGENCY ORDINANCE:** A State of Emergency Ordinance authorizes the Mayor to coordinate prompt local response to a Village emergency and allows Lake Park to use public funds without losing the right to reimbursement from the federal government.

Sandy Coughlin asked a couple of questions of Attorney Ken Swain concerning the proposed State of Emergency Ordinance. Sandy Coughlin wanted to know if Clergy and Council Members would be examples of classes of people as may be essential to the preservation of public order and immediately necessary to serve the safety, health and welfare needs of people within Lake Park in the event of an emergency that only impacted Lake Park in Section 1(c). Yes, those are two good examples. Sandy Coughlin also asked about where the Declaration could be posted in Section 2 (b) besides the Community Center in order to get the word out about the situation. It was determined that if such an event occurred the Declaration would also be posted on the website and at the kiosk. Attorney Ken Swain will integrate the suggestions and provide a revised ordinance at the March Council meeting.

**FINANCE OFFICER'S MONTHLY REPORT:** Cheryl Bennett shared that all of the account look good. Council will have their Budget Hearing on April 23<sup>rd</sup> at 7 p.m. Please have your budgets in by April 1<sup>st</sup>.

	<u>Jan 13</u>	<u>Jul '12 - Jan 13</u>	<u>YTD Budget</u>	<u>% of Budget</u>
<b>General Fund</b>				
<b>Revenues</b>				
<b>Property Taxes</b>				
<b>Ad valorem current year</b>	25,043.25	521,342.92	531,902.00	98.02%
<b>Ad valorem prior years</b>	294.51	2,320.70	4,000.00	58.02%
<b>Utility ad valorem</b>	2,938.32	7,948.29	7,800.00	101.9%
<b>Motor vehicle tax</b>	5,798.98	33,252.13	51,347.00	64.76%
<b>Penalties and interest</b>	183.44	848.50	2,200.00	38.57%
<b>Late List Fees</b>	0.52	118.69		
<b>Total Property Taxes</b>	<u>34,259.02</u>	<u>565,831.23</u>	<u>597,249.00</u>	<u>94.74%</u>
<b>Other Taxes</b>				
<b>Stormwater Fees- current year</b>	2,345.00	42,285.00	43,130.00	98.04%
<b>Stormwater fees - prior years</b>	30.00	120.00	0.00	
<b>Cable franchise-from Time Warne</b>	0.00	946.00	2,800.00	33.79%
<b>Total Other Taxes</b>	<u>2,375.00</u>	<u>43,351.00</u>	<u>45,930.00</u>	<u>94.39%</u>

<b>State Shared Revenues</b>				
Sales and use tax	11,571.07	49,943.79	147,000.00	33.98%
Telecom. Franchise	0.00	241.00	2,400.00	10.04%
Elec. franchise tax	0.00	23,779.14	70,000.00	33.97%
Video Prog. (Cable from State)	0.00	5,310.69	22,000.00	24.14%
Piped Gas	0.00	332.00	8,800.00	3.77%
Solid Waste Disposal Tax	0.00	1,263.17	2,400.00	52.63%
<b>Total State Shared Revenues</b>	<b>11,571.07</b>	<b>80,869.79</b>	<b>252,600.00</b>	<b>32.02%</b>
<b>Parks &amp; Recreation Revenue</b>				
Program Fees	97.00	800.00	1,800.00	44.44%
Facility Rentals	200.00	2,305.00	3,000.00	76.83%
Daily swim fees	0.00	5,141.00	7,000.00	73.44%
Season pass pool fees	0.00	617.00	48,000.00	1.29%
<b>Total Parks &amp; Recreation Revenue</b>	<b>297.00</b>	<b>8,863.00</b>	<b>59,800.00</b>	<b>14.82%</b>
<b>Other revenues</b>				
Commercial Waste Coll. Extras	150.00	900.00	1,800.00	50.0%
Approp. Fund Balance	0.00	0.00	87,855.00	0.0%
Civil Penalties	10.00	475.00	700.00	67.86%
Investment revenue	0.00	338.20	700.00	48.31%
Miscellaneous	12.87	177.20	2,500.00	7.09%
<b>Total Other revenues</b>	<b>172.87</b>	<b>1,890.40</b>	<b>93,555.00</b>	<b>2.02%</b>
<b>Total Revenues</b>	<b>48,674.96</b>	<b>700,805.42</b>	<b>1,049,134.00</b>	<b>66.8%</b>
<b>Gross Profit</b>	<b>48,674.96</b>	<b>700,805.42</b>	<b>1,049,134.00</b>	<b>66.8%</b>
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
Economic Development	50.00	516.65	5,000.00	10.33%
Contingency	0.00	0.00	10,000.00	0.0%
<b>Stormwater Expense</b>				
Dues and Permits	0.00	0.00	1,100.00	0.0%
Prof. Fees - Engineering	0.00	2,119.00	10,000.00	21.19%
Repairs & Maint. Services	0.00	3,991.93	29,030.00	13.75%
Cap.Outlay- Pet Waste Stations	0.00	0.00	3,000.00	0.0%
<b>Total Stormwater Expense</b>	<b>0.00</b>	<b>6,110.93</b>	<b>43,130.00</b>	<b>14.17%</b>
<b>Total Other Expenditures</b>	<b>50.00</b>	<b>6,627.58</b>	<b>58,130.00</b>	<b>11.4%</b>

<b>Planning and Zoning</b>				
Zoning Admin. Services	0.00	0.00	15,000.00	0.0%
Code Enforcement Services	0.00	0.00	10,000.00	0.0%
Legal Services	618.75	2,018.75	2,000.00	100.94%
Supplies	612.39	2,417.10	1,000.00	241.71%
Training	0.00	0.00	500.00	0.0%
Planning and Zoning - Other	0.00	0.00		
<b>Total Planning and Zoning</b>	<b>1,231.14</b>	<b>4,435.85</b>	<b>28,500.00</b>	<b>15.56%</b>
<b>Gen. Govt. Personal Services</b>				
Adm Assistant	0.00	96.00	500.00	19.2%
Clerk/Tax Collector	4,683.34	33,445.88	56,200.00	59.51%
Council	0.00	5,850.00	11,700.00	50.0%
Finance Officer	1,225.83	8,580.81	14,710.00	58.33%
Mayor	0.00	2,125.00	4,250.00	50.0%
Payroll Expenses	452.05	3,832.45	6,300.00	60.83%
<b>Total Gen. Govt. Personal Services</b>	<b>6,361.22</b>	<b>53,930.14</b>	<b>93,660.00</b>	<b>57.58%</b>
<b>Professional Fees</b>				
Auditing Services	0.00	4,700.00	4,700.00	100.0%
Legal Services	4,130.00	7,561.77	15,500.00	48.79%
<b>Total Professional Fees</b>	<b>4,130.00</b>	<b>12,261.77</b>	<b>20,200.00</b>	<b>60.7%</b>
<b>Supplies and Materials</b>				
Office	189.67	1,083.39	3,000.00	36.11%
<b>Total Supplies and Materials</b>	<b>189.67</b>	<b>1,083.39</b>	<b>3,000.00</b>	<b>36.11%</b>
<b>Services</b>				
Advertising	0.00	0.00	500.00	0.0%
Membership and dues	0.00	3,571.00	3,750.00	95.23%
Bank charges	75.70	449.25	500.00	89.85%
Elections	0.00	629.25	700.00	89.89%
Insurance/bonds	0.00	7,246.49	7,400.00	97.93%
Miscellaneous oper. exp.	0.00	120.00	400.00	30.0%
Newsletter/website/flyers	168.80	288.92	350.00	82.55%
Printing & Delivery Newsletter	220.00	1,277.34	2,600.00	49.13%
Postage	185.75	249.92	500.00	49.98%
Tax collection	88.21	1,205.50	1,600.00	75.34%
Telephone	228.30	1,680.94	3,000.00	56.03%
Training	0.00	240.00	800.00	30.0%
Travel	91.47	743.15	1,000.00	74.32%
<b>Total Services</b>	<b>1,058.23</b>	<b>17,701.76</b>	<b>23,100.00</b>	<b>76.63%</b>

<b>Capital Outlay</b>				
Website Software Package	0.00	0.00	4,000.00	0.0%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0.0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>	<b>14,000.00</b>	<b>0.0%</b>
<b>Total General Government</b>	<b>13,020.26</b>	<b>96,040.49</b>	<b>240,590.00</b>	<b>39.92%</b>
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
Janitorial /Cleaning Supplies	0.00	79.05	2,000.00	3.95%
Food/Provisions - events	0.00	961.08	917.00	104.81%
NNO Food/Supplies	0.00	0.00	1,000.00	0.0%
Pool Supplies	0.00	0.00	1,000.00	0.0%
Park Materials & Supplies	0.00	182.90	1,000.00	18.29%
Benches, Tables, Etc.	0.00	4,468.00	6,000.00	74.47%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>0.00</b>	<b>5,691.03</b>	<b>11,917.00</b>	<b>47.76%</b>
<b>Parks/Rec Services</b>				
Water/Sewer	173.27	3,252.91	4,250.00	76.54%
Natural Gas	78.26	301.28	1,000.00	30.13%
Comm. center maintenance	294.26	2,713.75	6,500.00	41.75%
Pool management fee	4,521.00	16,663.50	48,570.00	34.31%
Pool Operations	0.00	260.00	11,500.00	2.26%
Seasonal Decorations	2,007.00	10,402.00	10,250.00	101.48%
Events Services	0.00	0.00	583.00	0.0%
<b>Total Parks/Rec Services</b>	<b>7,073.79</b>	<b>33,593.44</b>	<b>82,653.00</b>	<b>40.64%</b>
<b>Maintenance of Common Areas</b>				
Landscaping	10,987.00	79,337.00	137,700.00	57.62%
Park maintenance	330.00	9,847.75	39,000.00	25.25%
Pond maintenance	0.00	1,768.00	43,300.00	4.08%
Electric Maintenance	27.10	2,151.93	5,000.00	43.04%
Repairs of Common Areas	5.75	549.61	2,000.00	27.48%
<b>Total Maintenance of Common Areas</b>	<b>11,349.85</b>	<b>93,654.29</b>	<b>227,000.00</b>	<b>41.26%</b>
<b>Parks/Rec Capital Outlay</b>				
Pool Renovations	9,800.00	9,800.00	22,000.00	44.55%
Flags and Banners	0.00	4,443.00	4,500.00	98.73%
Security System/Camera System	0.00	549.00	700.00	78.43%
<b>Total Parks/Rec Capital Outlay</b>	<b>9,800.00</b>	<b>14,792.00</b>	<b>27,200.00</b>	<b>54.38%</b>

<b>Total Parks &amp; Recreation</b>	28,223.64	147,730.76	348,770.00	42.36%
<b>Public Services/Safety</b>				
<b>Electric bills</b>	8,154.57	57,298.85	100,000.00	57.3%
<b>Street Signs</b>	0.00	0.00	2,000.00	0.0%
<b>Waste Collection</b>	16,834.00	101,004.00	203,000.00	49.76%
<b>Law enforcement</b>	0.00	116,080.50	154,774.00	75.0%
<b>Total Public Services/Safety</b>	<u>24,988.57</u>	<u>274,383.35</u>	<u>459,774.00</u>	<u>59.68%</u>
<b>Total Expense</b>	<u>66,232.47</u>	<u>518,154.60</u>	<u>1,049,134.00</u>	<u>49.39%</u>
<b>Net Excess of rev. over exp. General Fund</b>	-17,557.51	182,650.82	0.00	100.0%
<b>Powell Bill</b>				
<b>Powell Bill Income</b>				
<b>Interest - Powell Funds</b>	24.00	35.88	200.00	17.94%
<b>Powell Bill Revenue</b>	<u>0.00</u>	<u>94,456.36</u>	<u>90,000.00</u>	<u>104.95%</u>
<b>Total Other Income</b>	24.00	94,492.24	90,200.00	104.76%
<b>Powell Bill Expense</b>				
<b>Street Exp. - Powell Bill</b>	<u>0.00</u>	<u>1,034.00</u>	<u>90,200.00</u>	<u>1.15%</u>
<b>Total Other Expense</b>	<u>0.00</u>	<u>1,034.00</u>	<u>90,200.00</u>	<u>1.15%</u>
<b>Net Powell Bill</b>	<u>24.00</u>	<u>93,458.24</u>	<u>0.00</u>	<u>100.0%</u>
<b>Net Excess of Rev. over Exp.</b>	<u><u>-17,533.51</u></u>	<u><u>276,109.06</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

**TAX REFUND:** Cheri Clark requested a tax refund for one resident for multiple years in the amount of \$110.20. Sandy Coughlin made the motion to refund the overpaid taxes. David Cleveland seconded the motion. Vote – Unanimous.

**PARK AND RECREATION BUSINESS:** David Cleveland shared that we had three qualified applicants for the two openings on the Park & Recreation Commission. We would like to recommend the following individuals to fill these openings:

Kris Kirwan has lived with his family in Lake Park since 2004. Kris has a business degree and currently works as an inspector for the Dept. of Veterans Affairs. He has two children and enjoys spending time in our Parks and attending community events.

Wayne Daniels has lived with his wife in Lake Park for the past ten years. Wayne is retired after a career in retail and management. Wayne does volunteer work and enjoys living in Lake Park and fishing in our ponds. David Cleveland made the motion to approve Kris Kirwan and Wayne Daniels to serve on the Parks and Recreation Commission. Sandy Coughlin seconded the motion. Vote – Unanimous.

Swim Specialties has begun the repairs to the coping and decks on the main pool, the adult pool and the wading pool.

The Park & Recreation Commission has approved the use of our pool facilities by the Lake Park Swim Team for the upcoming season. Team members must be members of the pool. They anticipate additional members this year from neighboring communities.

The Park & Recreation Commission is recommending no change to the pool membership fees for the 2013 season.

Common Heart, a non-profit organization located in Indian Trail, has requested approval to hold a 5K/10K run in Lake Park the morning of July 4<sup>th</sup> starting around 7:30 AM. They would conduct this event similar to the Girls on the Run 5K. Park & Rec would like to recommend that we approve this event as a great addition to our own 4<sup>th</sup> of July celebration. The event will not be as large as the Girls on the Run. Common Heart is expecting 300 to 500 people for both events. David Cleveland made the motion to approve the July 4<sup>th</sup> event. Sandy Coughlin seconded the motion. Vote – Unanimous.

Work on the new sidewalks at Veterans Pond and Alden Pond should be completed by the end of next month – weather permitting.

Five contractors have picked up the bid packets for the retaining wall at Sages pond. Bids are due Tuesday, February 19<sup>th</sup> and will be opened on Wednesday, January 20<sup>th</sup>.

We have received a quote from Lucas Landscaping to remove the Junipers at both ends of the Clock Tower area. The Junipers will be replaced with sod, perennial shrubs, and flower beds around each flag pole. This will update and open up the area in front of the fountains. The cost of this work, which would come out of Park Maintenance, is \$4368.00. David Cleveland made the motion to approve \$4,368 out of Park Maintenance for the work at both ends of the Clock Tower. Sandy Coughlin seconded the motion. Vote – Unanimous.

John Barnes discussed replacing the clock faces at the Clock Tower and the original lighting behind the clock faces. The original quotes were \$4500 to replace the clock faces and \$6000 for the lighting behind the clock faces. John Barnes would like to revisit the quotes to prepare for Budget Workshop. Mayor Kendall Spence suggested that there may be some funds available in this year's budget. David Brown works with LED lights and has offered to do the lighting however insurance concerns were expressed.

Stormwater would like to purchase three additional Pet Waste Stations and has requested approval from Parks and Rec to install one in Russell Park, one at Lake Charles and one on near the Kite Girl on the berm. The price for three stations and a case of 3200 bags is \$1,791.88. David Cleveland made the motion to approve the purchase of three additional stations. John Barnes seconded the motion. Vote – Unanimous.

**PUBLIC SERVICES (Waste Collection & Street Lighting):** Sandy Coughlin shared that the updated Waste Collection Guidelines will be distributed with the February newsletter.

John Barnes stated that there were eleven streetlights out this month and we had one pole that was blown over on Meeting Street. The pole was one of the decorative poles and has been ordered from Union Electric. Installation date for the new pole is approximately three months.

**ECONOMIC DEVELOPMENT:** Sandy Coughlin stated that the EDC did not meet in January. The next meeting of the EDC is February 21, 2013 at the Community Center. The Kite Festival was featured in the Union Lifestyle magazine. Total Tranquility is moving back into larger space it had occupied last year.

**COMMUNICATION:** The deadline for articles and information for the February newsletter is Friday, February 15<sup>th</sup> at 5 p.m. Topics to be included are Parks and Rec's two new commissioners, UDO update, Kite Festival, posting signs on the public street signs or light poles, Scouts honoring Mark Phillips, and new Pet Waste Stations.

**COUNCIL COMMENTS:** Mark Phillips thanked Boy Scout Troup 151 for the Certificate of Appreciation.

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

Respectfully submitted,

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Mayor Kendall Spence

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Village Clerk, Cheri Clark