

**MINUTES**  
**VILLAGE OF LAKEPARK COUNCIL MEETING**  
**3801 LAKE PARK ROAD, LAKE PARK, NC**  
**2014 – 2015 BUDGET PUBLIC HEARING**

**7:00 P.M.**

**JUNE 10, 2014**

**ATTENDING:** Mayor David Cleveland  
Council Members: Sandy Coughlin, Mark Phillips, Fabian Szarko, John Barnes and Pam Jack.  
Village Administrator Cheri Clark  
Finance Officer Cheryl Bennett  
Attorney Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the Village of Lake Park 2014 – 2015 Budget Public Hearing to order.

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

**PUBLIC COMMENT:** There was no public comment.

**COUNCIL COMMENT:** Sandy Coughlin shared that this is the third year in a row that Council has not increased taxes.

**ADJOURN:** Sandy Coughlin made the motion to adjourn the 2014 – 2015 Budget Public Hearing. Fabian Szarko seconded the motion. Vote – Unanimous.

**REGULAR SESSION**

**CALL TO ORDER:** Mayor David Cleveland called the Village of Lake Park Regular Session June Council Meeting to order.

**APPROVAL OF MINUTES:** Sandy Coughlin requested the word “have” to be added into the minutes under Security Reports: Third sentence - He acknowledged that two arrests, one for possession of illegal substance, and the other for an assault between two teens, are each isolated incidents, and certain to **have** no connection to the death investigation of Mr. Mark Hudspeth. Sandy Coughlin made the motion to approve the May 20, 2014 Regular Session Council Meeting Minutes as amended. Fabian Szarko seconded the motion. Vote – Unanimous.

**PUBLIC COMMENT:** There was no Public Comment.

**CHANGES TO THE AGENDA:** John Barnes made the motion to adopt the agenda as presented. Fabian Szarko seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Haywood stated that there were 183 calls for service during the month of May. 60 calls were self-initiated and 123 calls were made from residents. There were 26 – 911 hang-ups. The animal bite was a follow up. 8 improperly parked vehicles. The stab gunshot penetrating call was at 6910 Conifer Circle and has been solved.

Mayor David Cleveland talked to Sheriff Cathey today and there is nothing new concerning the Hudspeth case at this time. The evidence is at the State Forensic Lab in Raleigh.

**PROPOSED BUDGET 2014 – 2015:** Cheryl Bennett stated that the Budget has been reviewed by Council and presented to the public. The Pool Membership fees are the only changes on the new Fee Schedule. Sandy Coughlin made the motion to approve the proposed Budget and Fee Schedule for July 1, 2014 – June 30, 2015. John Barnes seconded the motion. Vote – Unanimous. Pam Jack made a motion to approve the Budget Ordinance as presented. Fabian Szarko seconded the motion. Vote – Unanimous.

**FINANCE OFFICER’S REPORT:** Cheryl Bennett shared that bank funds as of May 31<sup>st</sup> are \$1,127,385. The Village should receive the June state shared revenues next week and then we will receive another distribution in September that will affect the current budget. Cheryl Bennett did make a budget transfer in May – Added \$150 to Advertising and \$850 to Tax Collection and deducted \$1,000 from Elections. The reason for the increase in Tax Collection expense is due to the increase in credit card expense with the new tax and tag system. Currently we have no way of knowing how much to budget for the expense.

Cheryl Bennett has written the check to the DJ for the Fourth of July celebration which can be charged to next year’s budget as a prepay otherwise Event Services will be over budget. Mayor David Cleveland suggested that we transfer funds from Seasonal Decorations. The Payroll Expense account is also over budget \$800. Funds will be transferred from Code Enforcement Services. Stormwater has restricted funds that need to be appropriated from Fund Balance to this year’s Stormwater Budget - \$7, 000 and move \$8,000 from the Stormwater Engineering Service and \$1,000 from Stormwater Capital Outlay to increase Stormwater Repair and Maintenance by \$16,000. John Barnes requested an additional \$500 for electrical repairs. Mayor David Cleveland suggested moving \$500 from Park Maintenance into the Electrical Line Item. Sandy Coughlin made a motion to approve the transfer of funds in order to meet the pending expenses as described above. Fabian Szarko seconded the motion. Vote – Unanimous.

	May 14	Jul '13 - May 14	Budget	% of Budget
<b>General Fund</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	3,152.64	535,031.06	535,510.00	100%
Utility ad valorem	0.00	7,035.88	7,800.00	90%
Motor vehicle tax	6,599.63	68,933.59	53,878.00	128%
Ad valorem prior years	152.31	941.57	2,000.00	47%
Prior years motor vehicle tax	164.97	5,321.17		

Penalties and interest	430.15	2,563.14	1,202.00	213%
<b>Total Property Taxes</b>	<b>10,499.70</b>	<b>619,826.41</b>	<b>600,390.00</b>	<b>103%</b>
<b>Other Taxes</b>				
Stormwater Fees- current year	245.00	43,315.00	43,130.00	100%
Stormwater fees - prior years	0.00	60.00		
Cable franchise-from Time Warne	832.00	2,613.00	2,800.00	93%
<b>Total Other Taxes</b>	<b>1,077.00</b>	<b>45,988.00</b>	<b>45,930.00</b>	<b>100%</b>
<b>State Shared Revenues</b>				
Sales and use tax	0.00	93,595.53	150,000.00	62%
Telecom. Franchise	0.00	1,340.00	2,400.00	56%
Elec. franchise tax	0.00	35,107.80	70,000.00	50%
Video Prog. (Cable from State)	0.00	10,463.26	20,850.00	50%
Piped Gas	0.00	4,406.00	8,500.00	52%
Solid Waste Disposal Tax	518.97	1,957.07	2,400.00	82%
<b>Total State Shared Revenues</b>	<b>518.97</b>	<b>146,869.66</b>	<b>254,150.00</b>	<b>58%</b>
<b>Parks &amp; Recreation Revenue</b>				
Program Fees	160.00	1,365.25	1,700.00	80%
Facility Rentals	256.00	5,136.00	3,000.00	171%
Daily swim fees	1,781.00	6,687.00	8,000.00	84%
Season pass pool fees	33,438.00	44,018.00	48,000.00	92%
<b>Total Parks &amp; Recreation Revenue</b>	<b>35,635.00</b>	<b>57,206.25</b>	<b>60,700.00</b>	<b>94%</b>
<b>Other revenues</b>				
Commercial Waste Coll. Extras	0.00	900.00	1,800.00	50%
Approp. Fund Balance	0.00	0.00	92,461.00	0%
Civil Penalties	0.00	180.00	600.00	30%
Investment revenue	73.82	638.30	9,000.00	7%
Miscellaneous	75.00	1,209.60	1,000.00	121%
<b>Total Other revenues</b>	<b>148.82</b>	<b>2,927.90</b>	<b>104,861.00</b>	<b>3%</b>
<b>Total Income</b>	<b>47,879.49</b>	<b>872,818.22</b>	<b>1,066,031.00</b>	<b>82%</b>
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
Economic Development	0.00	1,231.94	5,000.00	25%
Contingency	0.00	0.00	5,000.00	0%
<b>Stormwater Expense</b>				
Advertising	0.00	0.00	100.00	0%

<b>Dues and Permits</b>	0.00	175.00	1,100.00	16%
<b>Prof. Fees - Engineering</b>	512.50	1,463.75	10,000.00	15%
<b>Repairs &amp; Maint. Services</b>	12,400.00	42,806.69	28,930.00	148%
<b>Cap.Outlay- Pet Waste Stations</b>	0.00	0.00	3,000.00	0%
<b>Total Stormwater Expense</b>	<u>12,912.50</u>	<u>44,445.44</u>	<u>43,130.00</u>	<u>103%</u>
<b>Total Other Expenditures</b>	12,912.50	45,677.38	53,130.00	86%
<b>Planning and Zoning</b>				
<b>Zoning Admin. Services</b>	833.32	9,166.64	10,000.00	92%
<b>Code Enforcement Services</b>	0.00	0.00	10,000.00	0%
<b>Consulting Fees</b>	0.00	727.50	2,000.00	36%
<b>Legal Services</b>	0.00	0.00	3,500.00	0%
<b>Advertising</b>	0.00	79.60	200.00	40%
<b>Office Expense</b>	656.21	671.64		
<b>Postage</b>	8.94	38.87	300.00	13%
<b>Supplies</b>	0.00	427.62	1,000.00	43%
<b>Training</b>	0.00	116.53	500.00	23%
<b>Total Planning and Zoning</b>	<u>1,498.47</u>	<u>11,228.40</u>	<u>27,500.00</u>	<u>41%</u>
<b>Gen. Govt. Personal Services</b>				
<b>Adm Assistant</b>	0.00	430.00	500.00	86%
<b>Clerk/Tax Collector</b>	4,850.00	53,350.00	58,200.00	92%
<b>Council</b>	0.00	8,165.83	11,950.00	68%
<b>Finance Officer</b>	1,256.67	13,823.37	15,080.00	92%
<b>Mayor</b>	0.00	3,255.00	4,340.00	75%
<b>Payroll Expenses</b>	530.91	7,030.47	6,835.00	103%
<b>Total Gen. Govt. Personal Services</b>	<u>6,637.58</u>	<u>86,054.67</u>	<u>96,905.00</u>	<u>89%</u>
<b>Professional Fees</b>				
<b>Auditing Services</b>	0.00	5,000.00	5,000.00	100%
<b>Legal Services</b>	1,169.00	16,142.96	20,000.00	81%
<b>Total Professional Fees</b>	<u>1,169.00</u>	<u>21,142.96</u>	<u>25,000.00</u>	<u>85%</u>
<b>Supplies and Materials</b>				
<b>Office</b>	209.94	2,430.71	3,300.00	74%
<b>Total Supplies and Materials</b>	<u>209.94</u>	<u>2,430.71</u>	<u>3,300.00</u>	<u>74%</u>
<b>Services</b>				
<b>Advertising</b>	156.71	216.41	350.00	62%
<b>Membership and dues</b>	0.00	3,886.00	4,036.00	96%
<b>Bank charges</b>	45.75	726.70	800.00	91%

<b>Elections</b>	0.00	2,506.32	2,710.00	92%
<b>Insurance/bonds</b>	0.00	7,641.74	7,650.00	100%
<b>Miscellaneous oper. exp.</b>	0.00	240.00	400.00	60%
<b>Newsletter/website/flyers</b>	0.00	424.26	750.00	57%
<b>Printing &amp; Delivery Newsletter</b>	175.00	1,733.03	2,600.00	67%
<b>Postage</b>	0.00	42.36	500.00	8%
<b>Tax collection</b>	204.62	2,428.67	2,658.00	91%
<b>Telephone</b>	269.28	2,687.99	3,000.00	90%
<b>Training</b>	0.00	434.00	800.00	54%
<b>Travel</b>	50.40	994.49	1,200.00	83%
<b>Total Services</b>	901.76	23,961.97	27,454.00	87%
<b>Capital Outlay</b>				
<b>Reserve for Capital Replacement</b>	0.00	0.00	10,000.00	0%
<b>Total Capital Outlay</b>	0.00	0.00	10,000.00	0%
<b>Total General Government</b>	23,329.25	190,496.09	243,289.00	78%
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
<b>Flags</b>	2,250.00	2,250.00	2,250.00	100%
<b>Janitorial /Cleaning Supplies</b>	0.00	128.64	500.00	26%
<b>Food/Provisions - events</b>	0.00	549.95	2,260.00	24%
<b>NNO Food/Supplies</b>	0.00	897.82	0.00	100%
<b>Pool Supplies</b>	0.01	0.01	3,000.00	0%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	2,250.01	3,826.42	8,010.00	48%
<b>Parks/Rec Services</b>				
<b>Pool Attendant Salaries</b>	0.00	0.00	750.00	0%
<b>Water/Sewer</b>	200.89	2,725.59	4,400.00	62%
<b>Natural Gas</b>	36.87	812.18	1,000.00	81%
<b>Comm. center maintenance</b>	1,865.54	8,482.04	12,400.00	68%
<b>Pool management fee</b>	12,277.50	36,697.50	48,570.00	76%
<b>Pool Operations</b>	748.00	8,444.46	11,100.00	76%
<b>Seasonal Decorations</b>	300.00	11,559.60	12,200.00	95%
<b>Events Services</b>	300.00	440.00	140.00	314%
<b>Total Parks/Rec Services</b>	15,728.80	69,161.37	90,560.00	76%
<b>Maintenance of Common Areas</b>				
<b>Landscaping</b>	22,900.00	128,265.00	140,700.00	91%
<b>Park maintenance</b>	2,034.00	25,549.71	35,750.00	71%
<b>Pond maintenance</b>	0.00	6,235.00	41,130.00	15%
<b>Electric Maintenance</b>	116.77	4,535.99	5,000.00	91%

Repairs of Common Areas	45.00	1,703.82	2,000.00	85%
<b>Total Maintenance of Common Areas</b>	<b>25,095.77</b>	<b>166,289.52</b>	<b>224,580.00</b>	<b>74%</b>
<b>Parks/Rec Capital Outlay</b>				
Council chambers video system	1,099.46	1,099.46	4,000.00	27%
Reserve for pool re-plastering	0.00	0.00	20,000.00	0%
Benches, Tables etc.	1,305.82	2,555.82	4,000.00	64%
Security System/Camera System	0.00	0.00	4,000.00	0%
<b>Total Parks/Rec Capital Outlay</b>	<b>2,405.28</b>	<b>3,655.28</b>	<b>32,000.00</b>	<b>11%</b>
<b>Total Parks &amp; Recreation</b>	<b>45,479.86</b>	<b>242,932.59</b>	<b>355,150.00</b>	<b>68%</b>
<b>Public Services/Safety</b>				
Electric bills	8,113.90	87,852.78	103,000.00	85%
Street Signs	0.00	1,111.52	2,000.00	56%
Waste Collection	15,087.84	170,043.84	203,000.00	84%
Law enforcement	0.00	159,592.00	159,592.00	100%
<b>Total Public Services/Safety</b>	<b>23,201.74</b>	<b>418,600.14</b>	<b>467,592.00</b>	<b>90%</b>
<b>Total Expense</b>	<b>92,010.85</b>	<b>852,028.82</b>	<b>1,066,031.00</b>	<b>80%</b>
<b>Net general fund</b>	<b>44,131.36</b>	<b>20,789.40</b>	<b>0.00</b>	<b>100%</b>
<b>Powell Bill</b>				
<b>Other Income</b>				
Interest - Powell Funds	37.03	291.07	100.00	291%
Powell Bill Revenue	0.00	95,533.79	90,000.00	106%
<b>Total Other Income</b>	<b>37.03</b>	<b>95,824.86</b>	<b>90,100.00</b>	<b>106%</b>
<b>Other Expense</b>				
Street Exp. - Powell Bill	2,154.00	13,422.00	90,100.00	15%
<b>Total Other Expense</b>	<b>2,154.00</b>	<b>13,422.00</b>	<b>90,100.00</b>	<b>15%</b>
<b>Net Powell Bill</b>	<b>-2,116.97</b>	<b>82,402.86</b>	<b>0.00</b>	<b>100%</b>
	<b>46,248.33</b>	<b>103,192.26</b>	<b>0.00</b>	<b>100%</b>

**PLANNING BOARD:** Mark Phillips shared that Planning Board will meet on Tuesday, June 17<sup>th</sup> at 7 pm. As of today, Planning Board has received one application for the open Planning Board position. – Guy Eboh. Greg Crosby has expressed interest in continuing to serve on the Board.

**TAX COLLECTION REPORT:** Cheri Clark shared that as of May 31<sup>st</sup>, the Village has collected 100% of the budgeted Ad Valorem tax for 2013.

**STORMWATER:** Cheri Clark stated there are two Stormwater issues that need to be addressed one at 4102 Lake Park Road and 6100 Trevor Simpson Road. Estimated cost for both repairs is \$11,000. Mark Phillips made the motion to approve the Stormwater expenditures. John Barnes seconded the motion. Vote – Unanimous.

**PARK AND RECREATION BUSINESS:** Mayor David Cleveland thanked Ashley and Shannon Dance for all of their hard work on making the first Memorial Day Celebration a success in Lake Park. Mayor David Cleveland also thanked Sean Lowther for videotaping the event. The video will be posted on the lakeparknc.gov website.

Lowes Home Improvement will be installing new carpeting in the Community Center Meeting Room on June 17<sup>th</sup>.

The painting of the exterior of the Community Center may have to be delayed until September because of conflict with pool hours. Do we want to appropriate \$2427.50 for this project from the FY 2013/2014 budget into the FY 2014/2015 budget since it will now fall into the 2014/2015 budget year? Cheryl Bennett stated that funds could be appropriated after July 1, 2014.

Byrum Pressure Cleaning has started pressure washing the Russell Park playground equipment and sidewalks around the Community Center, Clock Tower, and Gazebo area. This should be completed in the next couple of weeks.

The Clock Tower fountains have been repaired and re-coated at no cost to the Village by Overstream & Dula Construction. The retired owner of Dula Construction came out and honored the work.

The pond identification signs have been ordered from Banner Signs. The signs will indicate whether or not fishing is allowed in the ponds and that permits are required.

The two lighted aerator/fountains for Russell Park pond have been ordered from Lucas Landscaping. They should be installed before the Fourth of July celebration. Since P&R last met the front aerator at Connie's Pond has failed. Aquatic resources can do a service call to pull the aerator and test it; however, they have stated that once the motor fails it is usually better to replace the entire unit. The cost for Lucas to install an aerator/fountain similar to what we are installing in Russell Park would be approximately \$3600. Since we have funds available in this year's Pond Maintenance budget, is it Council's pleasure to install a new unit in Connie's Pond at this time? Fabian Szarko made the motion to approve the purchase of a new aerator for Connie's Pond. Pam Jack seconded the motion. Vote – Unanimous.

We also received today a proposal from Hoods Masonry to repair brickwork and masonry throughout our Common Areas for \$4500. The most significant work is replacing the

capstones at the Queens and Hoover Street Park and repairing the Gazebo at Founders Park. This work would be split between this fiscal year and the next since the work would be done in June and July. P&R would therefore like to request approval for \$2500 from Park Maintenance to get started on these repairs. Sandy Coughlin made the motion to approve \$2500 for masonry repairs. John Barnes seconded the motion. Vote – Unanimous.

Mayor David Cleveland appointed Fabian Szarko Co-chair of the Parks and Recreation Commission.

Fabian Szarko discussed the July 4<sup>th</sup> celebration that will be held in Russell Park from 11:00 AM to 2:00 PM. Common Heart will kick 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 will begin at 11:00 at the Community Center. Hotdogs, chips and drinks will be available in the park along with free watermelon. A DJ will entertain and games will be held for the children.

The Park & Recreation Commission has approved a request from Central Academy and Central Church to host Lake Park Live: Music and Arts Festival in the Town Center Gazebo Park from 10:00 AM to 2:00 PM on August 23<sup>rd</sup>.

National Night Out will be held Tuesday, August 5<sup>th</sup> from 6:30 PM to 9:00 PM.

**E-NOTIFICATION:** Mayor David Cleveland shared that he has asked Pam Jack to look into e-notification for the Village. It is very important to try and keep the residents informed. Pam Jack will be looking into what is required to set up a system and to also be involved in other forms of social media. Cheryl Bennett recommended that the Village establish a policy for access to the list of participants.

**PUBLIC SERVICES (Waste Collection & Street Lighting):** Sandy Coughlin stated that Waste Pro has been removing trash carts that belong to other carriers per our request. Waste Pro empties one trash cart per household for the VOLP. As part of the original contract, Sandy Coughlin is working on the Emergency Amendment for the Village in the event of a disaster.

John Barnes shared that he has requested from Union Power a map of all the street lights in the Village. The bird's eye view will be helpful as we determine the location and need for additional lighting. The tree pruning earlier this year has improved the lighting.

**ECONOMIC DEVELOPMENT:** Sandy Coughlin shared that the EDC has received the signed encroachment agreement for the Town Center and the agreement has been documented at the Union County Register of Deed's office. Creation Café has closed.

**CLOSED SESSION:** Sandy Coughlin made the motion to go into Closed Session for legal advice. John Barnes seconded the motion. Vote – Unanimous.

Mayor David Cleveland stated that no formal action was taken by Council in the Closed Session.



**COMMUNICATION:** The deadline for articles and information for the June newsletter is Friday, June 13, 2014 at 5 p.m. Topics to be included: Memorial Day event, Fourth of July event, Waste Collection, E-notification, Election Run-off, Fishing Permits, Swim Meets and P&R information.

**COUNCIL COMMENTS:** Pam Jack shared that she will be attending all of the different Commission meetings this month to understand all that is going on in the Village.

Sandy Coughlin thanked Attorney Ken Swain for all of his work preparing for the Closed Session meeting this evening.

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

Respectfully submitted,

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Mayor David Cleveland

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Village Clerk, Cheri Clark