

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

**7:00 P.M.**

**FEBRUARY 10, 2015**

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

**CALL TO ORDER:** Mayor David Cleveland called the Regular Session February Council meeting to order.

**INVOCATION:** Pastor Brad Cauley gave the invocation.

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

**APPROVAL OF MINUTES:** Fabian Szarko made the motion to approve the January 13, 2015 Regular Session Council Meeting Minutes as presented. Pam Jack seconded the motion. Vote – Unanimous.

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

**PUBLIC COMMENT:** Linda McWilliams – 3622 Esther Street – wanted to know if there were any updates concerning the Stormwater issue between Esther and Arthur. Ms. McWilliams also requested that the Village maintain the channel since it is overgrown, full of litter and difficult to maintain. Mayor David Cleveland asked if Ms. McWilliams maintained her yard or did she have a service. Mayor David Cleveland stated that he had walked the entire channel earlier today.

Ditra Broome – 3700 Esther Street – shared Linda McWilliams concern on the status of the updates and also wanted to know if they could get some help maintaining the channel.

**SECURITY REPORT:** Deputy Brett shared that the number of calls were down during the month of January. Deputy Brett stated that there were 52 calls for service during the month of January and 212 self-initiated calls during the month. There were 3 – 911 hang-ups, 8 alarm calls, 2 animal service calls, 1 property damage vandalism mischief, 1 suspicious person, 5 suspicious vehicle and 5 traffic stops.

Deputy Brett introduced the new VOLP contract deputy Dana Rucker. Deputy Rucker has been a member of the Union County Sheriff's Office since July 2005.

Mayor David Cleveland shared that he received an email from a resident in reference to solicitations. Council at this time decided not to pursue a solicitation ordinance.

**SECURITY CAMERAS:** Mark Phillips shared that the security camera installation will be on Friday, February 27<sup>th</sup>. Questions were raised as to the retention policy for the security cameras. Attorney Ken Swain shared that there is a State Records Retention Policy of 30 days; however, there may be a potential mechanism to petition for a different length of retention since the Village is so small.

Pam Jack wanted to know if the system could be upgraded if the State requires a longer length of retention. Mark Phillips shared that we can upgrade the system to a 4TB for an additional \$250 or 8TB for \$750.

Mayor David Cleveland asked Council about establishing a policy for viewing access. Attorney Ken Swain encouraged Council to establish a policy. Fabian Szarko supported the development of a Security System Policy. Council received a map with the camera locations and then discussed where to place the interior camera. Pam Jack suggested that the interior camera placement be above the rental room door facing the hallway in order to cover the lobby and bathroom doors. Mark Phillips will send the layout to Quantum Security.

**STORMWATER:** Cheri Clark shared that Adam McLamb, Indian Trail Civil Engineer met with First Baptist Church of Indian Trail and the Engineer for the ball fields on January 15, 2015. The Engineer is currently developing a plan to mitigate the runoff.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that revenues look good. The tax collection expense has increased this year due to the motor vehicle Tax & Tag program. Fee estimates for credit card usage for the Tax & Tax program are below the actual expense. Cheryl Bennett will move \$1,000 from Contingency to the Tax Collection Expense line item.

	Jan 15	Jul '14 - Jan 15	Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	28,773.14	521,047.35	535,880.00	97.23%
Utility ad valorem	491.66	6,776.96	7,000.00	96.81%
Motor vehicle tax	5,651.91	33,553.86	51,118.00	65.64%
Ad valorem prior years	0.00	1,586.95	1,000.00	158.7%
Prior years motor vehicle tax	54.36	1,077.63	0.00	100.0%
Penalties and interest	282.88	1,172.83	1,600.00	73.3%
Late List Fees	0.00	0.00	0.00	0.0%
<b>Total Property Taxes</b>	35,253.95	565,215.58	596,598.00	94.74%

<b>Other Taxes</b>				
Stormwater Fees- current year	3,175.00	42,375.00	42,830.00	98.94%
Stormwater fees - prior years	0.00	90.00	0.00	100.0%
Cable franchise-from Time Warner	0.00	0.00	0.00	0.0%
<b>Total Other Taxes</b>	<b>3,175.00</b>	<b>42,465.00</b>	<b>42,830.00</b>	<b>99.15%</b>
<b>State Shared Revenues</b>				
	14,199.3			
Sales and use tax	0	60,737.95	156,000.00	38.94%
Telecom. Franchise	0.00	855.74	2,500.00	34.23%
Elec. franchise tax	0.00	23,129.29	70,000.00	33.04%
Video Prog. (Cable from State)	0.00	5,408.56	20,600.00	26.26%
Piped Gas	0.00	1,133.76	8,500.00	13.34%
Solid Waste Disposal Tax	0.00	1,084.59	2,500.00	43.38%
	14,199.3			
<b>Total State Shared Revenues</b>	<b>0</b>	<b>92,349.89</b>	<b>260,100.00</b>	<b>35.51%</b>
<b>Parks &amp; Recreation Revenue</b>				
Program Fees	44.00	828.25	1,300.00	63.71%
Facility Rentals	425.00	1,860.00	4,000.00	46.5%
Daily swim fees	0.00	7,317.00	9,000.00	81.3%
Season pass pool fees	0.00	895.00	47,000.00	1.9%
<b>Total Parks &amp; Recreation Revenue</b>	<b>469.00</b>	<b>10,900.25</b>	<b>61,300.00</b>	<b>17.78%</b>
<b>Other revenues</b>				
Total Zoning Permits	25.00	500.00	500.00	100.0%
Approp. Fund Bal. Stormwater	0.00	0.00	0.00	0.0%
Commercial Waste Coll. Extras	0.00	0.00	0.00	0.0%
Approp. Fund Balance	0.00	0.00	122,466.00	0.0%
Civil Penalties	0.00	470.00	400.00	117.5%
Investment revenue	73.90	512.32	700.00	73.19%
Miscellaneous	1,691.25	1,691.65	1,000.00	169.17%
<b>Total Other revenues</b>	<b>1,790.15</b>	<b>3,173.97</b>	<b>125,066.00</b>	<b>2.54%</b>
	54,887.4			
<b>Total Income</b>	<b>0</b>	<b>714,104.69</b>	<b>0</b>	<b>65.76%</b>
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
Economic Development	418.75	1,416.58	6,000.00	23.61%
Contingency	0.00	0.00	3,500.00	0.0%
<b>Stormwater Expense</b>				

Advertising	0.00	0.00	100.00	0.0%
Dues and Permits	0.00	175.00	1,100.00	15.91%
Prof. Fees - Engineering	0.00	895.00	10,000.00	8.95%
Repairs & Maint. Services	0.00	619.10	28,930.00	2.14%
Cap.Outlay- Pet Waste Stations	0.00	0.00	2,700.00	0.0%
<b>Total Stormwater Expense</b>	<b>0.00</b>	<b>1,689.10</b>	<b>42,830.00</b>	<b>3.94%</b>
<b>Total Other Expenditures</b>	<b>418.75</b>	<b>3,105.68</b>	<b>52,330.00</b>	<b>5.94%</b>
<b>Planning and Zoning</b>				
Pers. Serv. Office	0.00	0.00	0.00	0.0%
Zoning Admin. Services	866.66	6,066.62	10,400.00	58.33%
Code Enforcement Services	0.00	0.00	3,000.00	0.0%
Consulting Fees	0.00	211.25	2,000.00	10.56%
Legal Services	0.00	0.00	3,000.00	0.0%
Advertising	0.00	94.52	200.00	47.26%
Postage	0.00	1.19	150.00	0.79%
Supplies	0.00	0.00	500.00	0.0%
Training	0.00	0.00	500.00	0.0%
<b>Total Planning and Zoning</b>	<b>866.66</b>	<b>6,373.58</b>	<b>19,750.00</b>	<b>32.27%</b>
<b>Gen. Govt. Personal Services</b>				
Adm Assistant	0.00	0.00	500.00	0.0%
Clerk/Tax Collector	5,044.00	35,308.00	60,528.00	58.33%
Council	0.00	5,975.00	11,950.00	50.0%
Finance Officer	1,306.92	9,148.44	15,683.00	58.33%
Mayor	0.00	2,170.00	4,340.00	50.0%
Payroll Expenses	552.14	4,607.68	8,065.00	57.13%
<b>Total Gen. Govt. Personal Services</b>	<b>6,903.06</b>	<b>57,209.12</b>	<b>101,066.00</b>	<b>56.61%</b>
<b>Professional Fees</b>				
Engineering Fees	0.00	0.00	400.00	0.0%
Auditing Services	0.00	5,100.00	5,100.00	100.0%
Legal Services	4,214.00	9,830.75	15,000.00	65.54%
<b>Total Professional Fees</b>	<b>4,214.00</b>	<b>14,930.75</b>	<b>20,500.00</b>	<b>72.83%</b>
<b>Supplies and Materials</b>				
<b>Total Supplies and Materials</b>	<b>312.43</b>	<b>2,273.69</b>	<b>3,800.00</b>	<b>59.83%</b>
<b>Services</b>				
Advertising	0.00	0.00	200.00	0.0%
Membership and dues	0.00	4,202.00	4,267.00	98.48%

Bank charges	74.86	513.06	820.00	62.57%
Elections	0.00	0.00	800.00	0.0%
Insurance/bonds	0.00	7,293.17	7,550.00	96.6%
Miscellaneous oper. exp.	0.00	0.00	400.00	0.0%
Newsletter/website/flyers	0.00	4,120.00	5,750.00	71.65%
Printing & Delivery Newsletter	110.00	1,307.75	2,300.00	56.86%
Postage	0.00	23.89	500.00	4.78%
Property Tax	0.00	1,092.27	1,100.00	99.3%
Tax collection	180.43	1,735.05	1,900.00	91.32%
Telephone	240.86	1,811.94	3,000.00	60.4%
Training	0.00	0.00	800.00	0.0%
Travel	39.76	227.27	1,200.00	18.94%
<b>Total Services</b>	<b>645.91</b>	<b>22,326.40</b>	<b>30,587.00</b>	<b>72.99%</b>
<b>Capital Outlay</b>				
Sidewalk repairs	0.00	22,879.00	23,000.00	99.47%
Clock Tower Repairs	0.00	0.00	0.00	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>22,879.00</b>	<b>33,000.00</b>	<b>69.33%</b>
<b>Total General Government</b>	<b>13,360.81</b>	<b>129,098.22</b>	<b>261,033.00</b>	<b>49.46%</b>
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
Janitorial /Cleaning Supplies	0.00	0.00	400.00	0.0%
Food/Provisions - events	0.00	1,059.67	2,260.00	46.89%
Pool Supplies	0.00	1,300.00	3,000.00	43.33%
Benches, Tables, Etc.	0.00	0.00	0.00	0.0%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>0.00</b>	<b>2,359.67</b>	<b>5,660.00</b>	<b>41.69%</b>
<b>Parks/Rec Services</b>				
Pool Attendant Salaries	0.00	387.00	750.00	51.6%
Water/Sewer	105.52	3,427.64	4,500.00	76.17%
Natural Gas	127.46	358.39	1,000.00	35.84%
Comm. center maintenance	1,144.00	5,832.65	9,400.00	62.05%
Pool management fee	5,085.00	17,362.50	49,540.00	35.05%
Pool Operations	0.00	5,837.66	11,100.00	52.59%
Seasonal Decorations	2,205.70	13,488.98	14,840.00	90.9%
Events Services	0.00	255.80	700.00	36.54%
<b>Total Parks/Rec Services</b>	<b>8,667.68</b>	<b>46,950.62</b>	<b>91,830.00</b>	<b>51.13%</b>
<b>Maintenance of Common Areas</b>				
Landscaping	11,450.00	83,750.00	145,510.00	57.56%

Park maintenance	633.00	18,665.35	47,875.00	38.99%
Pond maintenance	0.00	5,329.28	29,000.00	18.38%
Electric Maintenance	1,565.00	3,036.54	6,000.00	50.61%
Repairs of Common Areas	0.00	261.86	2,000.00	13.09%
<b>Total Maintenance of Common Areas</b>	<u>13,648.00</u>			
	0	111,043.03	230,385.00	48.2%
<b>Parks/Rec Capital Outlay</b>				
Council chambers video system	0.00	0.00	1,500.00	0.0%
Reserve for pool re-plastering	0.00	0.00	20,000.00	0.0%
Benches, Tables etc.	0.00	0.00	4,000.00	0.0%
Security System/Camera System	0.00	0.00	4,000.00	0.0%
<b>Total Parks/Rec Capital Outlay</b>	<u>0.00</u>	<u>0.00</u>	<u>29,500.00</u>	<u>0.0%</u>
	22,315.68	160,353.32	357,375.00	44.87%
<b>Total Parks &amp; Recreation</b>				
<b>Public Services/Safety</b>				
Electric bills	8,240.65	57,139.34	106,000.00	53.91%
Street Signs	0.00	90.00	2,000.00	4.5%
Waste Collection	15,227.32	90,981.12	198,000.00	45.95%
Law enforcement	0.00	121,114.50	161,486.00	75.0%
<b>Total Public Services/Safety</b>	<u>23,467.97</u>	<u>269,324.96</u>	<u>467,486.00</u>	<u>57.61%</u>
	59,144.46	558,776.50	1,085,894.00	51.46%
<b>Total Expense</b>				
	-		0	
<b>Net General Fund</b>	4,257.06	155,328.19	0.00	100.0%
<b>Powell Bill</b>				
<b>Other Income</b>				
Fund Bal. from Powell Bill	0.00	0.00	171,000.00	0.0%
Interest - Powell Funds	18.58	206.15	100.00	206.15%
Powell Bill Revenue	48,390.27	96,780.56	94,000.00	102.96%
<b>Total Other Income</b>	<u>48,408.85</u>	<u>96,986.71</u>	<u>265,100.00</u>	<u>36.59%</u>
<b>Other Expense</b>				
Street Exp. - Powell Bill	0.00	2,031.25	265,100.00	0.77%
<b>Total Other Expense</b>	<u>0.00</u>	<u>2,031.25</u>	<u>265,100.00</u>	<u>0.77%</u>
	48,408.85	94,955.46	0.00	100.0%
<b>Net Powell Bill Income</b>				
	48,408.85	94,955.46	0.00	100.0%
<b>Net Excess of Rev. over Exp.</b>	<u>44,151.79</u>	<u>250,283.65</u>	<u>0.00</u>	<u>100.0%</u>

**PARK AND RECREATION BUSINESS:** Mayor David Cleveland shared the Lake Park Swim Team requested approval, which was granted, to use the Swimming Pool for their 2015 meets. The Swim Team does not yet have the dates for their meets. In other swimming pool business, the P&R Commission voted to keep the membership categories and pool rates for 2015 the same as last year. The Commission also approved a quote from Swim Specialties for coping repairs to the main pool for \$850. Fabian Szarko made a motion to approve the 2015 Pool Membership rates. Pam Jack seconded the motion. Vote – Unanimous.

The P&R Commission is considering other sources for the Village’s storm water pond maintenance. As such, Southern Pond Management gave a presentation of their capabilities to the Commission, and Mayor David Cleveland met with a representative of Foster Lakes and Ponds on February 6<sup>th</sup>.

The Park & Recreation Commission sent out requests for proposals to five companies for a front entrance waterfall feature. Three of the companies have responded that they will provide proposals which will be evaluated at the February 23<sup>rd</sup> meeting. A copy of the Request for Proposals is included in Council handouts.

The Commission approved quotes from Lucas Landscaping to plant Knock-out Roses in the Carol Avenue and Courtland Street cul-de-sacs (\$192) and to replace shrubbery around the clock tower flag poles (\$364). We also received a quote from Lucas for \$1600 to plant fescue sod where the Bradford Pear trees were removed on Conifer Circle. Lucas will need to remove wood chips and add soil at these locations before laying the sod. P&R would like to request approval for laying sod at these locations. This will come out of the Park Maintenance budget. Sandy Coughlin made the motion to approve the sod. Fabian Szarko seconded the motion. Vote – Unanimous.

The Park & Recreation Commission held a special called meeting on Saturday, February 7<sup>th</sup>, to discuss the Memorial Day Ceremony and to tour the Common Areas in preparation for the 2015/2016 budget.

Fabian Szarko shared that the Park & Recreation Calendar of Events was approved for 2015 as follows:

May 2	Litter Sweep
May 25	Memorial Day Ceremony
July 4	Fourth of July Celebration
August 4	National Night Out
November 14	Chili Cook-off
December 6	Christmas Tree Lighting Ceremony

The P&R Commission would like to request approval for the following street closures for upcoming events:

- April 25<sup>th</sup> – Close Meeting Street from 7:00 AM to 11:00 AM for Girls on the Run.
- May 25<sup>th</sup> – Close Creft Circle from Queen Street to Logan Circle from 10:00 AM to

12:30 PM for the Memorial Day Ceremony.

July 4<sup>th</sup> – Close Meeting Street from 7:00 AM to 11:00 AM for the Common Heart races.

August 4<sup>th</sup> – Close Meeting Street from 6:00 PM to 9:00 PM for National Night Out.

October 3<sup>rd</sup> – Close all of the streets around the Town Center Park from 7:00 AM to 5:00 PM for the Fall Festival.

Pam Jack made a motion to approve the street closures for the upcoming events. Fabian Szarko seconded the motion. Vote – Unanimous.

**ECONOMIC DEVELOPMENT:** Sandy Coughlin shared that the January 14<sup>th</sup> Network Workshop was well received. Eleven businesses were represented at the workshop.

**WEBSITE/EMAIL:** Pam Jack shared that the Village has submitted the site map for the website and hopefully the website will be up and running in late March. Mark Phillips stated that he had spoken with Dawn and the website would not launch until late April.

**PUBLIC SERVICES (Waste Collection & Street Lighting):** John Barnes discussed several street locations in Lake Park that are not well lit. For example, the end of Arthur by the park and on Saint Joseph. The Cobra lights poles are free however there is a \$20 a month electric bill from Union Power for each pole that is installed in the Village. We need to identify areas that need additional lighting before the budget workshop. Sandy Coughlin asked that the balance between light pollution and safety be considered. Consideration for what the residents in these areas want should also be part of the equation. New flood lights have been installed at the Community Center.

**LS CAROLINAS, LLC BOND:** Sandy Coughlin made a motion to release the LS Carolinas bond for the completion of Margaret Court. John Barnes seconded the motion. Vote – Unanimous.

Attorney Ken Swain prepared a Resolution to accept the street dedication within the jurisdictional borders of the Village of Lake Park for Council review last month. The resolution will clarify any questions the state may have concerning ownership of the street for Powell Bill funding. Sandy Coughlin made a motion to adopt the Resolution. Pam Jack seconded the motion. Vote – Unanimous.

**CABARRUS STANLY UNION REGIONAL HAZARD MITIGATION PLAN:** Council received a copy of the Resolution to adopt the Cabarrus Stanly Union Regional Hazard Mitigation Plan. Sandy Coughlin made a motion to adopt the Hazard Mitigation Resolution. Pam Jack seconded the motion. Vote – Unanimous.

**COMMUNICATION:** The deadline for articles and information for the February newsletter is Friday, February 13, 2015 at 5 p.m. Topics to be included: Street dedication, Deputy Dana Rucker, Community service project, P&R, Bulk waste collection calendar and Pool rates.

**COUNCIL COMMENTS:** Sandy Coughlin wished everyone a Happy Valentine's Day.

Mayor David Cleveland requested 2015 – 2016 budget numbers to Cheryl Bennett by April 1<sup>st</sup>. The Budget Workshop will be held on April 28, 2015 at 6:30 pm.



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

Respectfully submitted,

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Mayor David Cleveland

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Village Clerk, Cheri Clark