

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

MARCH 13, 2018

ATTENDING: Mayor David Cleveland
Council Members: John Barnes, Kristen Bowman, Pam Jack, James Record and Fabian Szarko
Finance Officer Cheryl Bennett
Village Administrator Cheri Clark
Attorney Ken Swain

CALL TO ORDER: Mayor David Cleveland called the March 13, 2018 Regular Session Council meeting to order.

INVOCATION: Councilman Fabian Szarko gave the invocation.

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

PUBLIC COMMENT: Lawrence and Diane Armstrong – 6609 Courtland – have placed multiple applications for a shed and as of today, they were told that the roof pitch for the shed is not approved. Other people in the neighborhood have sheds like the one they are trying to install. Neighbors are mowing their grass and not picking up their grass clippings. The clippings are then washing into the storm drains and into 6609 and 6611's back yards. There is a NCGS that mandates the removal of grass clippings from public streets. For 16 years they have had to clean all the grass, leaves and litter off of their fence to help the water flow through their yard. The fence is a split rail with woven wire and the posts have rotted due to poor drainage. The Armstrong's have also lost two trees due to the water. Mr. Armstrong would like to also see a stop line at every stop sign. Cheri Clark shared that there is a broken stormwater pipe between 6609 and 6611 that is scheduled for repair as soon as the weather dries out. The Armstrong's have also requested a two week lead time in order for them to have their fence removed.

APPROVAL OF MINUTES: James Record made the motion to approve the February 13, 2018 Regular Session Council Minutes as presented. Pam Jack seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: Fabian Szarko made the motion to adopt the March 13, 2018 Council Meeting Agenda as presented. Kristen Bowman seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Rucker shared that there were 57 calls for service in February and 489 self-initiated calls. There were 6 alarm calls, 2 larceny theft, 2 suspicious vehicle, 17 improperly parked vehicle and 32 traffic stops.

VOLP FIVE YEAR DEVELOPMENT PLAN: Pam Jack shared that she and Mayor David Cleveland met to discuss the Five Year Plan and that they hope to have the plan available to use in conjunction with the 2018 Budget. Mayor David Cleveland shared that the Village budgeted \$10,000 in the current budget to use in conjunction with the Five Year Plan. Council could consider funding some of the recommendations from the various committees.

The Safety Committee has recommended the purchase of a ProLaser 4 Traffic Safety Lidar - \$2500. Curb Appeal recommended the removal of grass and weeds between the curb and asphalt throughout the Village - \$2,000 and the planting of more Daffodils - \$100. Perceptions recommended the installation of a fountain in one of the ponds - \$3,500 to \$4,000. Jim Record will get a couple of bids for the fountain. Communications recommended an up to date software for the newsletter – Adobe InDesign - \$20 a month. The software supports two users.

James Record made the motion to move \$3,000 from Contingency to Law Enforcement. John Barnes seconded the motion. Vote – Unanimous. James Record made the motion to approve up to \$3,000 for the ProLaser 4 Traffic Safety Lidar. John Barnes seconded the motion. Vote – Unanimous.

Fabian Szarko made the motion to move \$2,000 from Contingency to Park Maintenance. Kristen Bowman seconded the motion. Vote – Unanimous. Pam Jack made the motion to approve the quote from Lucas Landscaping to remove grass between the curb and the asphalt. Fabian Szarko seconded the motion. Under discussion, the Daffodils will be included in next year’s budget since they should not be planted until fall. Vote – Unanimous.

Pam Jack made the motion to approve the Adobe InDesign subscription. Kristen Bowman seconded the motion. Vote – Unanimous.

FINANCE OFFICER’S REPORT: Cheryl Bennett shared that Revenues and Expenditures are fine. During the month, she moved \$600 from Planning and Zoning Legal to Planning and Zoning Consultant. Council set the Budget Workshop date – Tuesday, April 24th at 6:30 pm. Cheryl Bennett requested budget numbers as soon as possible.

	Feb 18	Jul '17 - Feb 18	Budget	% of Budget
General fund				
Income				
Property Taxes				
Ad valorem current year	5,009.97	543,992.63	545,742.00	99.68%
Utility ad valorem	0.00	6,905.86	6,307.00	109.5%
Motor vehicle tax	7,233.19	47,369.87	78,389.00	60.43%
Ad valorem prior years	0.00	1,786.75	3,000.00	59.56%

Penalties and interest	190.25	1,325.10	2,500.00	53.0%
	12,433.4			
Total Property Taxes	1	601,380.21	635,938.00	94.57%
Other Taxes				
Stormwater Fees- current year	375.00	43,290.00	42,830.00	101.07%
Stormwater fees - prior years	0.00	150.00	250.00	60.0%
Total Other Taxes	375.00	43,440.00	43,080.00	100.84%
State Shared Revenues				
Alcoholic Beverage Tax	0.00	0.00	6,500.00	0.0%
	17,265.7			
Sales and use tax	4	85,130.37	187,000.00	45.52%
Telecom. Sales Tax	0.00	353.08	2,000.00	17.65%
Elec. Sales Tax	0.00	27,061.83	100,000.00	27.06%
Video Prog. Sales Tax	0.00	5,263.19	20,500.00	25.67%
Piped Gas Sales Tax	0.00	1,577.87	7,000.00	22.54%
Solid Waste Disposal Tax	641.49	1,876.18	3,300.00	56.85%
	17,907.2			
Total State Shared Revenues	3	121,262.52	326,300.00	37.16%
Parks & Recreation Revenue				
Program Fees	84.00	678.00	1,500.00	45.2%
Facility Rentals	355.00	2,865.00	2,500.00	114.6%
Daily swim fees	0.00	11,499.00	12,000.00	95.83%
Season pass pool fees	0.00	660.00	50,000.00	1.32%
Total Parks & Recreation Revenue	439.00	15,702.00	66,000.00	23.79%
Other revenues				
Zoning Permits	100.00	1,056.00	1,000.00	105.6%
Approp. Fund Bal. Stormwater	0.00	0.00	35,725.00	0.0%
Approp. Fund Balance	0.00	0.00	91,521.00	0.0%
Civil Penalties	100.00	690.00	300.00	230.0%
Investment revenue	475.66	3,008.43	1,500.00	200.56%
Miscellaneous	0.00	2,339.60	1,000.00	233.96%
Total Other revenues	675.66	7,094.03	131,046.00	5.41%
	31,830.3		1,202,364.0	
Total Income	0	788,878.76	0	65.61%
	31,830.3		1,202,364.0	
Gross Profit	0	788,878.76	0	65.61%
Expense				
General Government				
Other Expenditures				
Economic Development	0.00	645.62	3,300.00	19.56%
Contingency	0.00	0.00	18,785.00	0.0%
Stormwater Expense				
Advertising	0.00	29.39	100.00	29.39%
Dues and Permits	0.00	0.00	250.00	0.0%
Prof. Fees - Engineering	0.00	6,930.87	14,000.00	49.51%

Repairs & Maint. Services	6,095.00	17,069.59	64,455.00	26.48%
Total Stormwater Expense	6,095.00	24,029.85	78,805.00	30.49%
Total Other Expenditures	6,095.00	24,675.47	100,890.00	24.46%
Planning and Zoning				
Zoning Admin. Services	1,057.32	8,458.56	12,688.00	66.67%
Code Enforcement Services	0.00	0.00	600.00	0.0%
Consulting Fees	374.00	1,870.00	2,200.00	85.0%
Legal Services	0.00	1,168.00	9,400.00	12.43%
Advertising	0.00	0.00	220.00	0.0%
Postage	0.00	0.00	80.00	0.0%
Supplies	0.00	75.47	300.00	25.16%
Training	0.00	0.00	800.00	0.0%
Total Planning and Zoning	1,431.32	11,572.03	26,288.00	44.02%
Gen. Govt. Personal Services				
Adm Assistant	0.00	5,760.00	12,600.00	45.71%
Clerk/Tax Collector	5,618.76	44,950.08	67,425.00	66.67%
Council	0.00	6,403.00	12,806.00	50.0%
Finance Officer	1,455.92	11,647.36	17,471.00	66.67%
Mayor	0.00	2,626.50	5,253.00	50.0%
Payroll Expenses	622.09	6,150.15	9,875.00	62.28%
Total Gen. Govt. Personal Services	7,696.77	77,537.09	125,430.00	61.82%
Professional Fees				
Auditing Services	0.00	4,720.00	4,720.00	100.0%
Legal Services	0.00	6,732.50	11,000.00	61.21%
Total Professional Fees	0.00	11,452.50	15,720.00	72.85%
Supplies and Materials				
Office	185.39	2,385.44	6,000.00	39.76%
Total Supplies and Materials	185.39	2,385.44	6,000.00	39.76%
Services				
Advertising	92.04	256.22	300.00	85.41%
Membership and dues	0.00	4,921.00	5,200.00	94.64%
Bank charges	55.84	635.45	950.00	66.89%
Elections	0.00	3,046.60	3,300.00	92.32%
Insurance/bonds	0.00	8,513.67	8,515.00	99.98%
Miscellaneous oper. exp.	0.00	0.00	1,000.00	0.0%
Website/flyers	0.00	862.00	1,500.00	57.47%
Printing & Delivery Newsletter	64.80	1,128.80	2,400.00	47.03%
Postage	0.00	302.78	600.00	50.46%
Property Tax	0.00	231.13	500.00	46.23%
Strategic Planning	0.00	0.00	500.00	0.0%
Tax collection	200.82	1,310.11	2,500.00	52.4%

Telephone	508.93	3,654.69	5,200.00	70.28%
Training	0.00	0.00	1,200.00	0.0%
Travel	43.60	733.27	2,000.00	36.66%
Total Services	966.03	25,595.72	35,665.00	71.77%
Capital Outlay				
Waste Bin Screening & S/W	0.00	5,700.00	6,000.00	95.0%
Russell Park Sidewalk	0.00	5,540.00	7,500.00	73.87%
Laptop	0.00	799.99	2,000.00	40.0%
Sidewalk repairs Reserve for Capital Replacement	0.00	16,171.00	25,000.00	64.68%
	0.00	0.00	10,000.00	0.0%
Total Capital Outlay	0.00	28,210.99	50,500.00	55.86%
	16,374.5			
Total General Government	1	181,429.24	360,493.00	50.33%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	0.00	1,000.00	0.0%
Janitorial /Cleaning Supplies	0.00	27.78	250.00	11.11%
Food/Provisions - events	0.00	1,603.23	2,500.00	64.13%
Pool Supplies	0.00	8.38	3,000.00	0.28%
Total Parks/Rec. Supplies & Materials	0.00	1,639.39	6,750.00	24.29%
Parks/Rec Services				
Pool management fee	0.00	17,913.00	52,430.00	34.17%
Pool Operations	2,937.00	14,874.00	17,500.00	84.99%
Comm. center maintenance	491.07	3,950.49	10,900.00	36.24%
Seasonal Decorations	1,500.00	13,930.73	14,900.00	93.5%
Events Services	0.00	596.44	2,400.00	24.85%
Water/Sewer	231.15	2,328.95	8,000.00	29.11%
Natural Gas	171.31	468.84	700.00	66.98%
Total Parks/Rec Services	5,330.53	54,062.45	106,830.00	50.61%
Maintenance of Common Areas				
	10,833.3			
Landscaping	3	88,166.31	148,550.00	59.35%
Park maintenance	2,516.75	10,682.60	48,425.00	22.06%
Pond maintenance	1,381.50	11,391.18	19,600.00	58.12%
Electric Maintenance	710.00	1,224.18	10,500.00	11.66%
Repairs of Common Areas	126.00	1,620.50	2,000.00	81.03%
Total Maintenance of Common Areas	15,567.5			
	8	113,084.77	229,075.00	49.37%
Parks/Rec Capital Outlay				
Pool Lighting	0.00	0.00	5,000.00	0.0%
Mathisen Square Memorial	0.00	0.00	8,000.00	0.0%
Benches, Tables etc.	0.00	0.00	2,000.00	0.0%
Total Parks/Rec Capital Outlay	0.00	0.00	15,000.00	0.0%

	20,898.1					
Total Parks & Recreation	1	168,786.61	357,655.00	47.19%		
Public Services/Safety						
Electric bills		8,828.87	69,967.30	109,600.00	63.84%	
Street Signs		0.00	3,125.00	7,500.00	41.67%	
Waste Collection		15,380.8	2	107,933.74	191,000.00	56.51%
Law enforcement		0.00	88,058.00	176,116.00	50.0%	
		24,209.6				
Total Public Services/Safety	9	269,084.04	484,216.00	55.57%		
		61,482.3		1,202,364.0		
Total Expense	1	619,299.89	0	51.51%		
		29,652.0				
Net General Fund	1	169,578.87	0.00	100.0%		
Powell						
Bill						
PB						
Income						
Interest - Powell Funds		93.47	446.87			
Powell Bill Revenue		0.00	96,066.42	96,800.00	99.24%	
Total PB Income		93.47	96,513.29	96,800.00	99.7%	
PB Expense						
Street Exp. - Powell Bill		0.00	17,753.50	96,800.00	18.34%	
Total PB Expense		0.00	17,753.50	96,800.00	18.34%	
Net Powell Bill		93.47	78,759.79	0.00	100.0%	
		29,558.5				
Net Excess of Rev. over Exp.	4	248,338.66	0.00	100.0%		

PLANNING BOARD: Planning Board and Board of Adjustments would like to recommend to Council the appointments of Rob Bowlin and John Laurents for another three year term. Fabian Szarko made the motion to appoint Rob Bowlin and John Laurents to the Planning Board for three year terms. James Record seconded the motion. Vote – Unanimous. Pam Jack made the motion to appoint Rob Bowlin and John Laurents to the Board of Adjustments for three year terms. Kristen Bowman seconded the motion. Vote – Unanimous.

STORMWATER: Cheri Clark requested Council approval for two Gladiator Pet Waste Stations and the installation of the stations - \$1,500. The new stations would be located in Mathisen Square and Azalea Park. Fabian Szarko made the motion to approve the Pet Waste Stations. John Barnes seconded the motion. Vote – Unanimous.

PARKS AND RECREATION: Mayor David Cleveland shared that the Parks and Recreation Commission approved two plaques – one informational with the Kite logo and the other with a relief photo of Mr. Mathisen - \$3,000. James Record made the motion to approve the two plaques for the Mathisen Square gazebo. John Barnes seconded the motion. Vote – Unanimous. Mayor David Cleveland also presented a signage concept drawing for the corner of Creft and Lake Park Road coming in from Indian Trail/Unionville Road. Council approved the concept and Mayor David Cleveland will have quotes for the next Council meeting. Lucas

Landscaping is planning to donate the labor cost to install the pavers. The signage will be 12 feet wide and 44 inches tall.

James Record shared that last month Council voted to spend up to \$6,000 on Pool Upgrades. P&R did not originally plan to re-strap loungers and dining chairs. James Record made a motion to move \$4,000 from Park Maintenance to Pool Supplies. Kristen Bowman seconded the motion. Vote – Unanimous.

Fabian Szarko shared that P&R would like to replace all of the flooring in the Community Center except the carpet in chambers and the tile in the storage closet. P&R received two quotes for the flooring and would like to recommend Lankford Floors - \$13,000. James Record made a motion to move \$9,000 from Park Maintenance to Community Center Maintenance for flooring. Fabian Szarko seconded the motion. Vote – Unanimous. James Record made a motion to approve up to \$13,000 for flooring in the Community Center. Pam Jack seconded the motion. Vote – Unanimous.

P&R approved brick work repairs on the front porch of the Community Center by Patchman - \$900. The work will be done on Friday, March 16th. If everything goes well, Patchman has also supplied P&R with quotes for Founders Park, Queens/ Hoover and the Clock Tower.

P&R has requested a quote for two additional Crepe Myrtle trees for Lake Park Road and the landscaping repair caused by someone doing a U-turn.

The fountain for Connie's Pond has been repaired and Lucas Landscaping will be installing the fountain in the next couple of weeks.

P&R has received three quotes to paint the Community Center. Painting may need to wait until the fall depending on the budget.

Lucas Landscaping has blanket treated for fire ants in Founders Park, Russell Park and Mathisen Square. Lucas Landscaping has also treated with broadleaf herbicide the clover at the Community Center.

James Record requested that Cheri Clark dispose of the remaining folding chairs.

ECONOMIC DEVELOPMENT: Kristen Bowman updated Council on potential changes to the EDC Commission. There is a new salon opening – Touch of Love. Bellasera Bistro is looking to expand their business by offering take-out from 11 – 3 with a soft date opening of April 4th. Bizzy's, the new ice cream shop, plans to open in late March. Gray Insurance is leaving the Town Center. Businesses interested in leasing space have a difficult time getting a response from the leasing agents and the electronic postings of price per square foot varies.

The next Networking seminar is scheduled for March 20th at noon. Interest in the seminar has been lack luster.

PUBLIC SERVICES (Street, Waste Collection & Lighting): Mayor David Cleveland shared that he will be evaluating sidewalks for replacement and/or repairs.

John Barnes shared that Jonathan Baucom's Electric will be replacing the flagpole light fixtures. The Village has received a quote of \$2500 from Wave Engineering to do the electrical engineering drawings for the pool lights. James Record made a motion to approve up to \$2,500 for electrical engineering drawings. John Barnes seconded the motion. Funding for this project - Parks/Rec Capital Outlay – Pool Lighting. Vote – Unanimous.

COMMUNICATION: The deadline for articles and information for the April newsletter is Friday, March 16th at 5 p.m. Topics to be included: Lighting, HOA, Animal Control Ordinance and Events.

COUNCIL COMMENTS: Kristen Bowman thanked Sandy Coughlin for attending the Council meeting and her input on the Mathisen Square enhancements.

James Record wished everyone a Happy Saint Patrick's Day.

ADJOURN: Fabian Szarko made the motion to adjourn. Kristen Bowman seconded the motion. Vote – Unanimous.

Respectfully submitted,


Mayor David Cleveland


Village Administrator, Cheri Clark

