

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

JULY 11, 2017

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

CALL TO ORDER: Mayor David Cleveland called the July 11, 2017 Regular Session Council meeting to order.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MINUTES: John Barnes made the motion to approve the June 13, 2017 Regular Session Council minutes and the June 13, 2017 Budget Public Hearing minutes as presented. James Record seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: John Barnes made the motion to adopt the July 11, 2017 Council Meeting Agenda as presented. Fabian Szarko seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Rucker shared that there were 87 calls for service in June and 232 self-initiated calls. There were 10 alarm calls, 6 disturbance or nuisance, 1 property damage vandalism mischief, 2 suspicious vehicles and 14 traffic stops.

Taylor Hackney is the new contract deputy for Lake Park. He has been in law enforcement for over seven years.

HANDICAP AND ADA PARKING: Mr. Spurr addressed Council concerning the Americans with Disabilities Act (ADA) and the Fair Housing Act. The purpose of both acts is to provide reasonable accommodations for people with disabilities. Mr. Spurr would like to see the Village install a handicap parking space in front of 3802 Balsam Street and for the Village to have one handicap space for every 20 spaces.

VOLP FIVE YEAR DEVELOPMENT PLAN: Mayor David Cleveland shared that the Safety Committee has met twice and will be meeting on July 25th at 7 pm. After reviewing the surveys, the number one priority is traffic and speeding with lighting being the number two concern.

Fabian Szarko shared that the Curb Appeal Committee met in June and they will be meeting on July 25th at 6:30.

James Record shared that the Animal Control Committee has not met.

James Record shared that the Perception Committee met in June and will be meeting in August.

FINANCE OFFICER'S REPORT: Cheryl Bennett shared that she made the following budget transfers June 18, 2017: \$10 from Community Center Maintenance to Event Services, \$100 from Contingency to Economic Development, \$80 from Insurance to Dues and \$35 from Tax Collection to Bank Charges.

	<u>Jun 17</u>	<u>Jul '16 - Jun 17</u>	<u>YTD Budget</u>	<u>% of Budget</u>
General Fund				
Income				
Property Taxes				
Ad valorem current year	1,102.92	546,681.43	543,767.00	101%
Utility ad valorem	0.00	6,300.36	6,740.00	93%
Motor vehicle tax	7,108.23	73,171.09	70,587.00	104%
Ad valorem prior years	181.11	3,627.38	2,500.00	145%
Prior years motor vehicle tax	0.00	0.00	50.00	0%
Penalties and interest	167.61	2,783.48	2,800.00	99%
Total Property Taxes	<u>8,559.87</u>	<u>632,563.74</u>	<u>626,444.00</u>	<u>101%</u>
Other Taxes				
Stormwater Fees- current year	90.00	43,440.00	42,830.00	101%
Stormwater fees - prior years	0.00	330.00	150.00	220%
Total Other Taxes	<u>90.00</u>	<u>43,770.00</u>	<u>42,980.00</u>	<u>102%</u>
State Shared Revenues				
Alcoholic Beverage Tax	0.00	16,347.26	1,677.00	975%
Sales and use tax	17,774.82	147,112.67	180,000.00	82%
Telecom. Sales Tax	241.69	1,329.96	2,000.00	66%
Elec. Sales Tax	18,817.63	66,573.43	105,000.00	63%
Video Prog. Sales Tax	5,026.22	15,375.96	20,000.00	77%
Piped Gas Sales Tax	6,154.40	8,691.65	7,900.00	110%
Solid Waste Disposal Tax	0.00	2,428.24	3,300.00	74%
Total State Shared Revenues	<u>48,014.76</u>	<u>257,859.17</u>	<u>319,877.00</u>	<u>81%</u>
Parks & Recreation Revenue				
Program Fees	206.00	2,448.75	1,400.00	175%
Facility Rentals	240.00	3,545.00	3,000.00	118%
Daily swim fees	4,496.00	15,982.80	12,000.00	133%
Season pass pool fees	8,025.00	53,890.00	49,000.00	110%

Total Parks & Recreation Revenue	12,967.00	75,866.55	65,400.00	116%
Other revenues				
Zoning Permits	225.00	1,975.00	500.00	395%
Approp. Fund Bal. Stormwater	0.00	0.00	32,370.00	0%
Approp. Fund Balance	0.00	0.00	77,383.00	0%
Civil Penalties	110.00	410.00	500.00	82%
Investment revenue	556.25	2,019.13	800.00	252%
Miscellaneous	25.00	3,026.74	1,000.00	303%
Total Other revenues	916.25	7,430.87	112,553.00	7%
			1,167,254.0	
Total Income	70,547.88	1,017,490.33	0	87%
			1,167,254.0	
Gross Profit	70,547.88	1,017,490.33	0	87%
Expense				
General Government				
Other Expenditures				
Economic Development	1,336.01	8,425.79	8,600.00	98%
Contingency	0.00	0.00	3,480.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	0.00	250.00	0%
Prof. Fees - Engineering	1,080.00	3,948.25	15,000.00	26%
Repairs & Maint. Services	1,935.00	11,943.69	60,000.00	20%
Total Stormwater Expense	3,015.00	15,891.94	75,350.00	21%
Total Other Expenditures	4,351.01	24,317.73	87,430.00	28%
Planning and Zoning				
Zoning Admin. Services	919.42	11,033.04	11,033.00	100%
Code Enforcement Services	0.00	0.00	1,300.00	0%
Consulting Fees	289.00	1,147.00	1,600.00	72%
Legal Services	2,240.00	9,235.00	9,300.00	99%
Advertising	0.00	59.70	220.00	27%
Postage	47.00	79.56	80.00	99%
Supplies	4.88	87.30	300.00	29%
Training	0.00	675.00	700.00	96%
Total Planning and Zoning	3,500.30	22,316.60	24,533.00	91%
Gen. Govt. Personal Services				
Adm Assistant	885.00	8,242.50	9,450.00	87%
Clerk/Tax Collector	5,351.16	64,213.92	64,214.00	100%
Council	3,138.75	11,718.00	12,555.00	93%
Finance Officer	1,386.58	16,638.96	16,639.00	100%
Mayor	1,287.50	5,150.00	5,150.00	100%
Payroll Expenses	992.06	9,013.72	9,159.00	98%
Total Gen. Govt. Personal Services	13,041.05	114,977.10	117,167.00	98%

Professional Fees				
Engineering Fees	0.00	0.00	380.00	0%
Auditing Services	0.00	4,620.00	4,620.00	100%
Legal Services	658.00	6,233.00	8,700.00	72%
Total Professional Fees	658.00	10,853.00	13,700.00	79%
Supplies and Materials				
Office	257.76	5,515.54	6,000.00	92%
Total Supplies and Materials	257.76	5,515.54	6,000.00	92%
Services				
Advertising	0.00	0.00	200.00	0%
Membership and dues	430.00	5,082.00	5,080.00	100%
Bank charges	117.13	1,041.87	1,045.00	100%
Elections	0.00	0.00	0.00	0%
Insurance/bonds	0.00	7,090.23	7,120.00	100%
Miscellaneous oper. exp.	0.00	587.98	700.00	84%
Website/flyers	0.00	1,250.00	1,500.00	83%
Printing & Delivery				
Newsletter	273.80	2,143.18	2,150.00	100%
Postage	2.00	487.95	500.00	98%
Property Tax	37.31	522.39	600.00	87%
Strategic Planning	0.00	681.84	1,000.00	68%
Tax collection	202.87	2,142.17	2,765.00	77%
Telephone	477.39	5,393.88	5,400.00	100%
Training	44.00	44.00	600.00	7%
Travel	84.69	1,579.17	1,600.00	99%
Total Services	1,669.19	28,046.66	30,260.00	93%
Capital Outlay				
Waste Bin Screening & SW	0.00	0.00	0.00	0%
Laptop	0.00	817.97	1,500.00	55%
Sidewalk repairs	0.00	20,290.00	20,290.00	100%
Carillon	0.00	5,645.00	6,000.00	94%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0%
Total Capital Outlay	0.00	26,752.97	37,790.00	71%
Total General Government	23,477.31	232,779.60	316,880.00	73%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	92.35	3,168.85	3,500.00	91%
Janitorial /Cleaning Supplies	183.21	248.17	250.00	99%
Food/Provisions - events	213.74	1,668.72	2,500.00	67%
Pool Supplies	19.75	1,624.95	3,000.00	54%
Total Parks/Rec. Supplies & Materials	509.05	6,710.69	9,250.00	73%
Parks/Rec Services				
Pool Attendant Salaries	0.00	1,290.00	1,290.00	100%

Pool management fee	12,795.00	49,853.50	50,610.00	99%
Pool Operations	1,449.88	15,587.64	15,740.00	99%
Comm. center maintenance	1,379.52	6,672.36	9,750.00	68%
Seasonal Decorations	0.00	12,346.50	14,400.00	86%
Events Services	664.82	1,639.28	1,640.00	100%
Water/Sewer	727.17	5,539.97	8,000.00	69%
Natural Gas	27.87	552.27	800.00	69%
Total Parks/Rec Services	17,044.26	93,481.52	102,230.00	91%
Maintenance of Common Areas				
Landscaping	14,583.33	148,309.96	148,550.00	100%
Park maintenance	5,858.00	30,323.43	33,410.00	91%
Pond maintenance	2,131.50	17,328.00	19,600.00	88%
Electric Maintenance	56.95	8,003.95	10,500.00	76%
Repairs of Common Areas	235.00	1,047.27	2,000.00	52%
Total Maintenance of Common Areas	22,864.78	205,012.61	214,060.00	96%
Parks/Rec Capital Outlay				
Pool Lighting	0.00	0.00	0.00	0%
Tennis court resurfacing	0.00	31,638.02	32,000.00	99%
Basketball court resurfacing	0.00	8,575.00	9,000.00	95%
Council chambers video system	0.00	0.00	0.00	0%
Total Parks/Rec Capital Outlay	0.00	40,213.02	41,000.00	98%
Total Parks & Recreation	40,418.09	345,417.84	366,540.00	94%
Public Services/Safety				
Electric bills	8,980.25	102,164.54	109,600.00	93%
Street Signs	0.00	13,150.00	13,900.00	95%
Waste Collection	15,380.82	169,088.02	189,000.00	89%
Law enforcement	0.00	171,334.00	171,334.00	100%
Total Public Services/Safety	24,361.07	455,736.56	483,834.00	94%
Total Expense	88,256.47	1,033,934.00	1,167,254.00	89%
Net General Fund	-17,708.59	-16,443.67	0.00	100%
Powell Bill				
Powell Bill				
Interest - Powell Funds	52.66	239.32	0.00	100%
Powell Bill Revenue	0.00	96,345.45	96,800.00	100%
Total PB Income	52.66	96,584.77	96,800.00	100%
PB Expense				
Street Exp. - Powell Bill	99.52	72,940.52	96,800.00	75%
Total PB Expense	99.52	72,940.52	96,800.00	75%
Net Powell Bill	-46.86	23,644.25	0.00	100%
Net Excess of Rev. over Exp.	-17,755.45	7,200.58	0.00	100%

TAX COLLECTION: Cheri Clark shared that the 2016 – 2017 taxes were 99.5% collected. With the new budget year, Cheri Clark requested authorization to collect property taxes for 2017. James Record made the motion to approve the Resolution to Authorize the Collection of Property Taxes for 2017. John Barnes seconded the motion. Vote – Unanimous.

PARKS AND RECREATION: Mayor David Cleveland shared that P&R did not meet in June due to the lack of a quorum. The clock tower fountains have been resurfaced and repaired. Central Church has reached out to see if the Village is interested in purchasing the display sign. Council would like to know the price of the two sided sign, and what exactly they are selling.

The annual Fourth of July Celebration was enjoyed by all. Wayne and Brenda Daniels were named the Hometown Heroes. Wayne Daniels served on the Parks and Recreation Commission, he and Brenda volunteer at the Matthews Help Center, are actively involved with their church and collect and distribute food for those in need. Mr. Daniels has been recognized by the Presidential Commission for Community Service. The Village appreciates the difference that they are making in the community.

Angie Figiel did an excellent job coordinating the event, the Common Heart races and the HOA car show. The next event is National Night Out on August 1st.

FAITH CHURCH ROAD: James Record provided three different ideas and quotes for the repairs on Faith Church Road at the crosswalk. Council needs to decide if the crosswalk should be removed, asphalted and marked as a crosswalk; remove all the pavers, repair the road bed and renovate the crosswalk; remove part of the pavers and renovate the crosswalk; let NCDOT patch the existing pavers with asphalt. Council requested Cheri Clark verify the expenditure of Powell Bill Funds on a NCDOT road and to see if NCDOT would possibly repair the road with the Village paying for the repair.

PUBLIC SERVICES (Street, Waste Collection & Lighting): James Record made a motion to have Banner Signs restore twelve street signs - \$3,000. John Barnes seconded the motion. The restoration will be funded out of Street Signs. Vote – Unanimous.

James Record made a motion to have Banner Signs replace 17 regulatory signs - \$2,500. John Barnes seconded the motion. Replacement signs will be funded out of Powell Bill funds. Vote – Unanimous.

John Barnes shared that the clock tower clocks has been repaired. Electric Time recommends that we ground the clock tower and plan to replace the wiring that is becoming dry and brittle. There is also water damage in the roof that needs to be addressed.

COMMUNICATION: The deadline for articles and information for the July newsletter is Friday, July 14th at 5 p.m. Topics to be included: Home Town Hero, National Night Out, Changes to the Personal Property Ordinance and Parking Ordinance, Do not feed the wildlife, fishing permits and respect public property/littering.

COUNCIL COMMENTS: James Record thanked Deputy Rucker for being at Council and for introducing the new Deputy Taylor Hackney.

Mayor David Cleveland shared that he filed for re-election as Mayor and encouraged anyone that is interested in serving on Council to file before the July 21st noon deadline.

ADJOURN: John Barnes made the motion to adjourn. James Record seconded the motion.
Vote – Unanimous.

Respectfully submitted,



Mayor David Cleveland



Village Administrator, Cheri Clark

