



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF OCTOBER 25, 2022
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

The Pinehurst Village Council held a Regular Meeting at 4:30 p.m., Tuesday October 25, 2022, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. John C. Strickland, Mayor
Mr. Patrick Pizzella, Mayor Pro Tem
Ms. Lydia Boesch, Councilmember
Mr. Jeff Morgan, Councilmember
Ms. Jane Hogeman, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Kelly Chance, Village Clerk

And approximately 41 attendees, including 7 staff and 1 press

1. Call to Order.

Mayor Strickland called the Village Council meeting to order.

2. Invocation by Pastor Hugh Tudor-Foley and Pledge of Allegiance led by Mayor John Strickland

3. Reports:

Village Manager

- Mr. Jeff Sanborn, Village Manager, reported the annual business survey report will be presented at the next Council meeting. He stated the Harness Track utilization has increased this year and it appears we will have about 210 horses in training this coming season. He reported that Brooke Hunter, Finance Director has accepted another position and will be leaving the Village in November.

Village Council

- Mayor Strickland reported the Council will be holding a special meeting on October 26th to discuss short-term rentals and the public hearing is to consider changes to Chapter 2 of the Pinehurst Development Ordinance.
- Mayor Pro Tem Pizzella congratulated the Finance team on the recent recognition for achieving the Certificate of Achievement in governmental accounting and financial reporting.
- Councilmember Hogeman reported she attended the Pinehurst Business Partners October meeting and stated the business partners are working with Megan McDonald from the Village Parks and Recs department on the Christmas Tree Lighting event.
- Councilmember Morgan thanked the staff for their professionalism and talents and acknowledged the tremendous job Village staff do.

- Councilmember Boesch had nothing to report.

4. Motion to Approve Consent Agenda.

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

- A. Approval of Village Council Meeting Minutes
- o October 11, 2022, Council Regular Meeting
 - o October 11, 2022, Council Work Session

End of Consent Agenda.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, Council unanimously approved the Consent agenda by a vote of 5-0.

5. Presentation of Financial Statements for the Year Ended June 30, 2022.

Brooke Hunter, Finance Director, presented the un-audited financial statements for the fiscal year ended June 30, 2022. She reported the Village ended the fiscal year in a strong financial position with the fund balance above the Council's policy minimum and no installment purchase debt. She stated, in addition, the operating expenditures are in check and revenues are growing at a moderate pace. Ms. Hunter stated these results, in conjunction with the strong performance management system, should position the Village well to carry out the objectives contained in the FY 2023 Strategic Operating Plan (SOP).

Ms. Hunter reported the Village's revenue prospects look sound and noted unemployment in our area decreased to 4.1% compared to 4.8% at the same time last year. She stated the Village added 97 new homes last year compared to 136 and 188 in the previous years. She noted the steady growth in single-family home construction indicates the Village's tax base will increase proportionately next year. Ms. Hunter stated the Village has also seen significant commercial development over the past three years.

Ms. Hunter stated during FY2022, the Fair Barn covered 87% of operating expenditures with operating revenues, which is much higher than the 32% recorded in the previous year and below the balanced scorecard target of 95%. She stated the Harness Track covered 37% of its operating expenditures compared to 40% in the previous year. She noted this is below their performance target of 45%. She stated revenues increased \$25,000 from the prior year and operating expenditures increased \$98,000. She noted this is due to an increase in Buildings & Grounds Maintenance charges for various routine facility projects and repairs.

Ms. Hunter reported that overall, the Village ended FY2022 better than expected and is well positioned to carry out the initiatives outlined in the FY2023 SOP. She stated with the \$1,951,000 addition to fund balance at June 30, 2022 and the \$1,437,000 reappropriation in July, there is now \$514,000 in new fund balance that was not allocated in the five-year capital plan.

6. Motion to Recess Regular Meeting and Enter Public Hearing No. 1

Upon a motion by Councilmember Hogeman, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to recess the regular meeting and enter Public Hearing No. 1, by a vote of 5-0.

7. Public Hearing No. 1 Proposed Text Amendments to Address Use of Land for "Agriculture, Livestock"

Darryn Burich, Planning and Inspections Director, reported staff is proposing a text amendment to the Pinehurst Development Ordinance (PDO) to address the keeping of "livestock" within the Village's zoning jurisdiction. He noted staff has become aware of an opportunity to better address this topic than the PDO has historically and therefore be a better tool to administer. He stated the intent of this amendment is to make changes that provide greater specificity that the keeping of "livestock" either as a primary or secondary use would only be permitted in the R-210 zoning district. He noted the Planning and Zoning Board recommended the proposed amendments at its 10/6/2022 public hearing and meeting.

No residents came forth to speak during the Public Hearing comment period.

8. Motion to Adjourn Public Hearing No. 1 and Re-Enter Regular Meeting

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to adjourn Public Hearing No. 1 and Re-Enter the Regular Meeting, by a vote of 5-0.

9. Discuss and Consider Ordinance #22-21 Livestock

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Ordinance #22-21, amending the Pinehurst Development Ordinance to address the use of land for livestock keeping , grazing, feeding, or breeding purposes, by a vote of 5-0.

10. Presentation of the FY2022 Community Survey Results

Matthew McKirahan, Organizational Performance Director, presented the FY2022 Community Survey Results to Council. He reported the Village recently conducted its eleventh annual Community Survey. He stated the Village contracted with ETC Institute of Olathe, Kansas to gather input from residents on a broad spectrum of Village services. He noted the information gathered from the survey will help the Village set community priorities including staffing and budget expenditures, determine areas or services that need improvement, and identify future needs.

Mr. McKirahan stated ETC Institute administered the DirectionFinder® survey and provided an electronic version of the Community Survey report which included:

- A summary of the methodology for administering the survey and major findings
- Charts and graphs for each question on the survey
- Benchmarking data that shows how the results for the Village of Pinehurst compare to other communities
- Tables that show the results for each question on the survey
- A copy of the survey instrument

11. Discuss and Consider Task Order Amendment for Phase 2 of the Stormwater Management and Master Plan

Mike Apke, Public Services and Engineering Director, presented an amendment to the Village's existing Task Order with McGill Associates to expand the scope of the ongoing Stormwater Management and Master Plan. He stated Council previously approved Task Order FY22-3 with McGill for Phase 1 of the project, which primarily includes an in-depth evaluation of the Village's existing stormwater policies, standards, ordinances, documents, and regulations, along with assistance with obtaining public input on the project. He stated the Task Order also noted that Phase 2 was anticipated to commence after the public engagement phase provided in Phase 1.

Mr. Apke stated staff has negotiated a scope and fee with McGill for Phase 2 of the plan, which includes developing conceptual plans and cost estimates for noted "problem areas", assessing whether funding levels in the VOP's current 5-year CIP are adequate, evaluating our potential to secure grant funding for future stormwater improvement projects, and evaluating an in-house program for erosion and sedimentation control review and inspections.

Mr. Apke reported the total proposed fee for Phase 2 of the project is \$51,400, which falls within the remaining budgeted funds for the Stormwater Management and Master Plan project.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, Council unanimously approved the mayor or his designee enter into a Task Order Amendment with McGill Associates for Phase Two of the Stormwater Management and Master Plan for the proposed fee of \$51,400, by a vote of 5-0.

12. Discuss and Consider Ordinance #22-19 Amending Chapter 110 of the Pinehurst Municipal Code: Peddling and Soliciting on Private Property

Kelly Chance, Village Clerk, presented Council with staff proposed Ordinance #22-19, amending Chapter 110 of the Pinehurst Municipal Code. She stated the amendment will eliminate organizations from peddling and soliciting within the Village of Pinehurst. She noted organizations that fall under specified exemptions will be able to obtain a Special Permit without a Fee, which will allow them to solicit for one week between specified hours. She noted some of the exemptions are for religious, non-profit charitable

organizations, political, and public service organizations.

Upon a motion by Councilmember Hogeman, seconded by Councilmember Morgan, Council unanimously approved Ordinance #22-19, amending Chapter 110 of the Pinehurst Municipal Code: Peddling and Soliciting on Private Property, by a vote of 5-0.

13. Consider Budget Amendment, Ordinance #22-20: Fund Pinehurst Traffic Circle Flowers for Spring 2023

Jeff Batton, Assistant Village Manager, presented Council with Ordinance #22-20, to provide for funding for the Spring of 2023 flower plantings in the Pinehurst Traffic Circle. He reported the funding for the plantings are no longer being provided to NC DOT from federal sources and therefore, the NC DOT has not budgeted to replace the funds. He stated the amount of the budget amendment is \$20,000 and is proposed to be drawn from fund balance and will cover removal of winter plants, preparation of the plant beds, growing of the spring flowers, and planting of the spring flowers.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, Council unanimously approved Ordinance #22-20, amending the ordinance appropriating funds for operations of the Village of Pinehurst for Fiscal Year 2023 in the amount of \$20,000 for Traffic Circle plantings, by a vote of 5-0.

14. Receive Risk Management Committee Annual Report and Consider Employee Health Benefit Plans

Jeff Batton presented the Council with the annual Risk Management Committee report. He noted each year the Risk Management Committee (RMC) brings forth the annual report of business insurance expenses and makes recommendations to the Manager and Council for the employee health benefit package for the upcoming calendar year.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, Council unanimously approved the medical and dental insurance contracts for the Calendar year 2023, and authorized the mayor or his designee to execute the contracts, by a vote of 5-0.

15. Discuss and Consider Revisions to the Historic District Standards

Darryn Burich presented revisions to the Historic District Standards to the Council for consideration and approval. He stated that for almost the past year, staff, and the Historic Preservation Commission (HPC) have been reviewing and discussing recommended changes to the Historic District Standards for consideration of Village Council for adoption. He stated these Standards are what the HPC and staff use in reviewing proposals for exterior alterations, development, demolition, etc. within the Pinehurst Historic District. He reported the HPC, and staff believe these changes will help the application process, provide greater clarity in applying the Standards and allow for more administrative reviews of minor projects.

Mr. Burich stated the HPC and staff met over the course of nine months with seven special work sessions in addition to regularly scheduled meetings (when time and agendas allowed) to discuss and consider making the proposed revisions. He noted many hours were spent and thoughtful consideration given in reviewing and considering the proposed revisions to the Historic District Standards. He stated at the conclusion of the July 28th regular meeting, the HPC unanimously recommended Village Council adopt the proposed changes by a vote of 6-0.

Mr. Burich stated that pursuant to section 3.1 of the PDO, Council has the authority to adopt design standards for the historic district. As this is not a change to the zoning map or text but changes to the design standards, a public hearing is not required and action by Council may be made by motion

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, Council unanimously approved the recommended changes to the Village of Pinehurst Historic District Standards with a 10/28/2022 effective start date, by a vote of 5-0.

16. Other Business

No other business was discussed.

17. Comments from Attendees

No public comments.

18. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 7:40 p.m.

Respectfully Submitted,



Kelly Chance,
Village Clerk

A videotape of this meeting is located on the Village website: www.vopnc.org

Vision: The Village of Pinehurst is a charming, vibrant community, which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement