



**VILLAGE COUNCIL
MINUTES FOR WORK SESSION OF OCTOBER 13, 2020
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA**

IMMEDIATELY FOLLOWING THE REGULAR MEETING

The Pinehurst Village Council held a work session at 5:37 p.m., Tuesday, October 13, 2020, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Mr. John C. Strickland, Mayor
Ms. Judy Davis, Mayor Pro Tem
Ms. Lydia Boesch, Treasurer
Mr. Kevin Drum, Councilmember
Ms. Jane Hogeman, Councilmember
Mr. Jeffrey Sanborn, Village Manager
Ms. Beth Dunn, Village Clerk

And approximately 5 attendees, including 4 staff and 1 press.

1. Call to Order.

Mayor John Strickland, called the Council work session to order.

2. Discuss Revenue Updates.

Brooke Hunter, Financial Services Director, explained that Council elected to defer some expenditures until the end of the first quarter to help mitigate potential financial impacts of COVID-19, if revenue shortfalls occurred. Ms. Hunter stated that after reviewing the position of our three most economically sensitive revenue sources through September 30th, actual revenues are approximately \$100,000 better than expected. Mayor Strickland asked if the state has issued any new projections. Ms. Hunter stated they give a quarterly update and are basically saying now the impact on sales tax revenues are not as severe as what they originally projected. Ms. Hunter stated staff is recommending moving forward with deferred projects identified by Council due to concerns with COVID impacts on revenue going into FY2021. The projects include accelerated debt payments, Magnolia Streetscape Project, hiring a transportation planner, and to expand maintenance storage space. Council agreed to move forward with the accelerated debt payments, hiring a transportation planner, and expanding maintenance storage space. Council would like to move forward the remaining design process of the Magnolia Streetscape project and review the work before moving into the construction phase.

3. Discuss Small Area Plan Contract Proposal.

Darryn Burich, Planning and Inspections Director, stated staff has been working with Design Collective on a contract for the Small Area Plan's and Form Based Codes. Mr. Burich noted that form based codes was added to the scope of the project during the RFP review. The base contract cost is \$190,000. Mr. Burich explained that contract also includes an optional service, beyond the base fee, that would include a comprehensive assessment of the Pinehurst Development Ordinance (PDO) along with accompanying recommendations for amendments. This would cost an addition \$5,000 and can be added in during the course of the project. This assessment could also assist with the upcoming In Initiative Action Plan to update the PDO, currently scheduled for 2022 in the Strategic Operating Plan.

Mr. Burich explained that Design Collective is proposing to complete the project within a 7 to 8 month timeframe with final deliverables provided by May or June 2021. Design Collective's scope and fee is based on proceeding with development of the two plans simultaneously and holding meetings and workshops concurrently to reduce the amount of trips and travel time. They are proposing to create one report that would include both plans. Mr. Burich noted that if two separate plans are desired, Design

Collective has included an optional service cost of \$10,200 to create separate reports, the extra cost would be for increased editing time. Total costs, if Council desires separate reports for Village Place and Pinehurst South and the PDO assessment, including reimbursables, would be \$224,200. The FY21 budget includes \$150,000 for a difference of \$74,200 with the majority of the increase cost due to the addition of the two Form Based Codes.

Mr. Burich explained the contract identifies three phases for development of the plans as follows: Phase One: Data Collection, Inventory of Existing Conditions, & Analysis (Nov-Dec 2020); Phase Two: Planning, Urban Design and Plan Evaluation: Draft Form Based Codes (Jan-March 2021); Phase Three: Final Small Area Plans and Report; Final Form Based Codes (April-May 2021).

Council discussed various items they would like added to the contract scope of work. Mayor Pro Tem Davis suggested Councilmembers send specific ideas or changes they would like to see in the contract to Darryn by Thursday, October 15th and Council agreed.

4. Other Work Session Business

Council agreed to discuss the Fund Balance Policy at the upcoming retreat in December. Council discussed add a discussion about changes to the Pinehurst Development Ordinance or zoning changes needed in light of 160D and the upcoming Small Area Plans.

5. Motion to Recess Work Session and Enter Closed Session.

Upon a motion by Mayor Pro Tem Davis seconded by Councilmember Boesch, Council unanimously approved to recess the work session and enter into a closed session pursuant to NCGS §143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness and conditions of appointment of an individual public employee. Specifically, the Council will discuss the Village Manager's performance review and pursuant to NCGS 143-318.11 (a)(3) to consult with the Village Attorney in order to preserve the attorney-client privilege between the Village Attorney and the Village Council, by a vote of 5-0.

6. Closed Session.

Council held a closed session to discuss the Village Manager's performance review and to consult with the Village Attorney in order to preserve the attorney-client privilege between the Village Attorney and the Village Council.

7. Motion to Recess the Closed Session and Re-enter Work Session.

Upon a motion by Councilmember Drum, seconded by Councilmember Boesch, Council unanimously to adjourn the closed session and re-enter the work session, by a vote of 5-0.

8. Motion to Adjourn.

Council unanimously approved to adjourn the work session, by a vote of 5-0, at 9:20 p.m.

Respectfully Submitted,



Beth Dunn,
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