



**VILLAGE COUNCIL
AGENDA FOR REGULAR MEETING OF AUGUST 8, 2017
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Reports:
 - Manager
 - Council
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. Consider a resolution honoring Carol Henry for her service on the BOA and P&Z.
- B. Public Safety Reports.
 - Police Department
 - Fire Department
- C. Approval of Draft Village Council Meeting Minutes.
 - July 11 Work Session
 - July 25 Regular Meeting

End of Consent Agenda.

5. Discuss Pinehurst Brewery right-of-way dedication and stormwater plan.
6. Motion to Recess the Regular Meeting and Enter into a Public Hearing.
7. Public Hearing No. 1

The purpose of the public hearing is to consider an Official Zoning Map Amendment. This map amendment would rezone two parcels of land consisting of approximately 28 acres. These properties are located between 224 Foxfire Road and 376 Foxfire Road. These properties are further defined as being Moore County LRK #'s 00020369 and 00020354. The properties are currently zoned R-210 Residential District (low density residential). This proposed map amendment would change the zoning of the properties to R-30-CD (R-30- Conditional District Medium Density Residential). The properties are currently vacant. The proposed use of the property is a 28 lot single family subdivision. The applicant is Ken Bass and the owners of the properties are David P. Hunt, Robert F. Hunt and Claudia L. McKenzie.

8. Motion to Adjourn Public Hearing and Re-Enter Regular Meeting.
9. Discuss and consider an ordinance amending the Official Pinehurst Zoning Map as it pertains to the

rezoning of certain land located between 224 Foxfire Road and 376 Foxfire Road.

10. Discuss and consider changes to the Position Classification and Pay Plan.
11. Other Business.
12. Comments from Attendees.
13. Motion to go into Closed Session pursuant to NCGS §143-318.11(a)(5)(i) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.
Specifically, the Council will discuss a potential real estate transaction.
14. Motion to adjourn the Closed Session and re-enter the Regular Meeting.
15. Motion to Adjourn.

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.



**CONSIDER A RESOLUTION HONORING CAROL HENRY FOR HER
SERVICE ON THE BOA AND P&Z.
ADDITIONAL AGENDA DETAILS:**

FROM:

Lauren Craig

CC:

Jeff Sanborn, Bruce Gould

DATE OF MEMO:

8/3/2017

MEMO DETAILS:

Attached is a resolution honoring Carol Henry for her service to the Board of Adjustment and the Planning and Zoning Board for the Village of Pinehurst. Once this is approved, we will invite Ms. Henry to a future meeting to present the resolution to her.

ATTACHMENTS:

Description

- ▣ Resol 17-22 Honor Henry (P&Z and BOA)

RESOLUTION 17-22:

**A RESOLUTION HONORING THE SERVICE OF MS. CAROL HENRY TO THE
VILLAGE OF PINEHURST BOARD OF ADJUSTMENT AND
PLANNING AND ZONING BOARD**

THAT WHEREAS, the Village Council of Pinehurst, North Carolina, wishes to acknowledge and express its appreciation to Ms. Carol Henry for her dedicated service to the citizens of Pinehurst as a member of the Board of Adjustment and the Planning and Zoning Board; and

WHEREAS, Ms. Henry was first appointed to the Board of Adjustment on May 17, 2011 and as a member of the Planning and Zoning Board on March 13, 2012 and served continuously and faithfully from that time; and

WHEREAS, Ms. Henry served as the Extraterritorial Jurisdiction (ETJ) member representing the interests of citizens outside and inside the corporate limits; and

WHEREAS, Ms. Henry was instrumental in the efficient operation of the Board of Adjustment and the Planning and Zoning Board always conducting the Village's business in a courteous, professional manner; and

WHEREAS, Ms. Henry has been a significant contributor to a number of subcommittees and study groups, always utilizing her analytical skills and her past experiences to create better outcomes for the community; and

WHEREAS, Ms. Henry was involved in numerous reviews of significant development projects in Pinehurst and its extraterritorial jurisdiction in which she always ensured that the Planning and Zoning Board fully examined all of the aspects of the proposed development or land use request before providing its recommendation to the Village Council; and

WHEREAS, Ms. Henry used her experiences of working years in the classroom to provide a calm and supporting nature to the board thereby allowing others and herself to thoroughly look into all issues and make better decisions; and

WHEREAS, Ms. Henry's presence always added a sense of dignity to the board's proceedings.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of Pinehurst, North Carolina, in a regular meeting assembled this 8th day of August, 2017 as follows:

SECTION 1. That the Village Council hereby expresses on behalf of the citizens of Pinehurst, deep appreciation and gratitude for the gifts of time, ability, and determination given as a member of the Board of Adjustment and the Planning and Zoning Board.

SECTION 2. That the Village Manager is hereby directed to have a copy of this Resolution presented to Ms. Henry as a token of our gratitude.

THIS RESOLUTION passed and adopted this 8th day of August, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney



**PUBLIC SAFETY REPORTS.
ADDITIONAL AGENDA DETAILS:**

Police Department
Fire Department

FROM:

Lauren Craig

DATE OF MEMO:

8/3/2017

MEMO DETAILS:

The monthly public safety reports will be uploaded prior to the meeting.

ATTACHMENTS:

Description

- ☐ July 2017 FD Report
- ☐ July 2017 PD Report



HISTORY, CHARM, AND SOUTHERN HOSPITALITY

SUMMARY FOR THE MONTH OF JULY 2017

SUMMARY OF INCIDENT CALLS

TYPE OF INCIDENT	NUMBER THIS MONTH	NUMBER YTD	NUMBER THIS MONTH LAST YEAR	NUMBER YTD LAST YEAR	PERCENTAGE YTD
Fire	6	48	7	26	85%
Overpressure Rupture, Explosion, Overheat - no fire	0	3	3	6	-50%
Rescue & EMS Incidents	38	284	35	221	29%
Hazardous Conditions - no fire	10	94	22	109	-14%
Service Call	31	179	17	119	50%
Good Intent Call	31	192	24	139	38%
False Alarm & False Call	40	170	30	174	-2%
Severe Weather & Natural Disaster	2	10	7	12	-17%
Special Incident Type	0	0	0	1	-100%
TOTAL INCIDENTS	158	980	145	807	21%

SUMMARY OF INSPECTION

TYPE OF INSPECTIONS	NUMBER THIS MONTH	NUMBER YTD	NUMBER THIS MONTH LAST YEAR	NUMBER YTD LAST YEAR	PERCENTAGE YTD
Residential	16	68	19	124	-45%
Residential New Systems	0	0	0	0	0%
Residential Fire Sprinkler	0	0	0	0	0%
Commercial	47	155	13	27	474%
Plan Review/Site Inspections	7	20	2	11	82%
Reinspection	11	64	3	13	392%
Occupancy Certificates	0	0	0	0	0%
TOTAL INSPECTIONS	81	307	37	175	75%
Violations Found:	41	200	42	72	178%
YTD Violations to be Corrected:		204		30	
YTD Violations Corrected:		129		0	
Correction Percentage:		63%		0%	

August 4, 2017


J. Carlton Cole, Fire Chief

FIRE DEPARTMENT

395 Magnolia Road • Pinehurst, NC 28374 • Telephone (910) 295-5575 • Fax (910) 295-4861 • www.vopnc.org

Incident IBR Reported Offenses Month To Month Comparison

Pinehurst Police Department

July 2017 - July 2016

Part I Offenses	July 2016	July 2017	+/-	Percent Changed	Year-To-Date		+/-	Percent Changed
	2016	2017			2016	2017		
Murder	0	0	0	0%	1	0	-1	-100%
Rape	0	0	0	0%	0	0	0	0%
Robbery	0	0	0	0%	0	2	2	-
Commercial	0	0	0	0%	0	0	0	0%
Individual	0	0	0	0%	0	2	2	-
Assault	0	0	0	0%	1	4	3	300%
Violent Total:	0	0	0	0%	2	6	4	200%
Burglary	0	1	1	-	0	2	2	-
Residential	0	1	1	-	0	2	2	-
Non-Residential	0	0	0	0%	0	0	0	0%
Commercial	0	0	0	0%	0	0	0	0%
Other	0	0	0	0%	0	0	0	0%
Larceny	12	20	8	67%	49	64	15	31%
Auto Theft	0	0	0	0%	0	1	1	-
Arson	0	0	0	0%	0	0	0	0%
Property Total:	12	21	9	75%	49	67	18	37%
Part I Total:	12	21	9	75%	51	73	22	43%

Part II Offenses	July 2016	July 2017	+/-	Percent Changed	Year-To-Date		+/-	Percent Changed
	2016	2017			2016	2017		
Drug	6	35	29	483%	84	141	57	68%
Assault Simple	1	3	2	200%	5	6	1	20%
Forgery/Counterfeit	0	0	0	0%	2	1	-1	-50%
Fraud	5	2	-3	-60%	19	19	0	0%
Embezzlement	0	0	0	0%	0	2	2	-
Stolen Property	1	1	0	0%	4	6	2	50%
Vandalism	1	1	0	0%	21	7	-14	-67%
Weapons	1	0	-1	-100%	2	7	5	250%
Prostitution	0	0	0	0%	0	0	0	0%
All Other Sex Offenses	0	0	0	0%	0	0	0	0%
Gambling	0	0	0	0%	0	0	0	0%
Offenses Against Family/Children	0	1	1	-	1	2	1	100%
D.W.I.	0	1	1	-	4	8	4	100%
Liquor Law Violation	0	2	2	-	3	8	5	167%
Disorderly Conduct	0	0	0	0%	3	2	-1	-33%
Obscenity	0	0	0	0%	0	0	0	0%
Kidnap	0	0	0	0%	0	0	0	0%
All Other Offenses	10	32	22	220%	110	113	3	3%
Part II Total:	25	78	53	212%	258	322	64	25%
Incident Total:	37	99	62	168%	309	395	86	28%

Arrest IBR Reported Offenses Month To Month Comparison

Pinehurst Police Department

July 2017 - July 2016

Part I Offenses	July 2016	July 2017	+/-	Percent Changed	Year-To-Date 2016	Year-To-Date 2017	+/-	Percent Changed
Murder	0	0	0	0%	0	0	0	0%
Rape	0	0	0	0%	0	0	0	0%
Robbery	0	0	0	0%	0	0	0	0%
Commercial	0	0	0	0%	0	0	0	0%
Individual	0	0	0	0%	0	0	0	0%
Assault	0	0	0	0%	0	1	1	-
Violent Total:	0	0	0	0%	0	1	1	-
Burglary	0	0	0	0%	0	1	1	-
Residential	0	0	0	0%	0	0	0	0%
Non-Residential	0	0	0	0%	0	0	0	0%
Commercial	0	0	0	0%	0	0	0	0%
Other	0	0	0	0%	0	0	0	0%
Larceny	0	1	1	-	9	17	8	89%
Auto Theft	0	0	0	0%	0	1	1	-
Arson	0	0	0	0%	0	0	0	0%
Property Total:	0	1	1	-	9	19	10	111%
Part I Total:	0	1	1	-	9	20	11	122%

Part II Offenses	July 2016	July 2017	+/-	Percent Changed	Year-To-Date 2016	Year-To-Date 2017	+/-	Percent Changed
Drug	2	20	18	900%	92	154	62	67%
Assault Simple	0	4	4	-	10	9	-1	-10%
Forgery/Counterfeit	0	0	0	0%	2	1	-1	-50%
Fraud	0	0	0	0%	0	3	3	-
Embezzlement	0	0	0	0%	0	1	1	-
Stolen Property	1	0	-1	-100%	7	5	-2	-29%
Vandalism	0	0	0	0%	3	3	0	0%
Weapons	1	0	-1	-100%	7	11	4	57%
Prostitution	0	0	0	0%	0	0	0	0%
All Other Sex Offenses	0	0	0	0%	1	0	-1	-100%
Gambling	0	0	0	0%	0	0	0	0%
Offenses Against Family/Children	0	0	0	0%	0	5	5	-
D.W.I.	11	5	-6	-55%	53	42	-11	-21%
Liquor Law Violation	0	0	0	0%	9	8	-1	-11%
Disorderly Conduct	0	0	0	0%	2	3	1	50%
Obscenity	0	0	0	0%	0	0	0	0%
Kidnap	0	0	0	0%	1	0	-1	-100%
All Other Offenses	26	16	-10	-38%	185	184	-1	-1%
Part II Total:	41	45	4	10%	372	429	57	15%
Arrest Total:	41	46	5	12%	381	449	68	18%



**APPROVAL OF DRAFT VILLAGE COUNCIL MEETING MINUTES.
ADDITIONAL AGENDA DETAILS:**

July 11 Work Session
July 25 Regular Meeting

FROM:

Lauren Craig

CC:

Jeff Sanborn

DATE OF MEMO:

8/1/2017

MEMO DETAILS:

See attachments for draft minutes.

ATTACHMENTS:

Description

- ☐ 07-11 Work Session Minutes
- ☐ 07-25 Regular Meeting Minutes



**VILLAGE COUNCIL
AGENDA FOR WORK SESSION OF JULY 11, 2017
ASSEMBLY HALL
395 MAGNOLIA ROAD PINEHURST,
NORTH CAROLINA
4:30 P.M.**

The Pinehurst Village Council held a Work Session at 4:30 p.m., Tuesday, July 11, 2017 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Ms. Claire L. Berggren, Councilmember
Mr. Clark H. Campbell, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Lauren M. Craig, Village Clerk

Excused absence: Councilmember John Bouldry

And approximately 18 attendees, including 4 staff and 1 press.

1. Call to Order.

Mayor Nancy Roy Fiorillo called the meeting to order.

2. Receive direction from Council on Tufts' Park parking lot surfacing.

Assistant Village Manager, Jeff Batton, explained he is seeking direction from Council on its preference for the type of surface preferred for the Tufts' Park parking lot downtown (commonly referred to as the sand lot). He explained that staff has budgeted funds for either resurfacing the lot using BST with blue stone gravel or to resurface with asphalt. Mr. Batton shared the cost analysis for the three surface material. Council discussed this and formed a consensus to use the sand color for the Tufts' Park parking lot.

3. Consider a resolution adopting the Triangle J Council of Governments (TJCOG) Charter and appointing delegates to the Board.

Village Manager Jeff Sanborn explained the Village of Pinehurst is requesting to join the Triangle J Council of Governments (TJCOG) in FY 2018 and according to the TJCOG's Charter, the Village must adopt the TJCOG Charter and request membership by resolution. The Manager also explained once the resolution has been adopted, the Council should appoint a delegate and alternate delegate to the TJCOG Board of Delegates.

Upon a motion by Mayor Fiorillo, seconded by Councilmember Cashion, Council approved the resolution to join the Triangle J COG by a vote of 4-0. Council also formed a consensus to have Mayor Fiorillo be the delegate and Councilmember Cashion the alternate for the Triangle J COG Board of Delegates.

4. Discuss procedures for Council member absenteeism.

Village Manager Jeff Sanborn explain he was absent at the last meeting where this topic was first discussed. Mayor Fiorillo said prior to the May 23 meeting, the Mayor and Jeff Sanborn became aware that Councilmember Campbell was going to be absent and he did not give a reason to the Councilmembers. Upon research, the Council was given the advice that if an absence was voted as unexcused by the remaining Councilmembers in attendance, unexcused vote would be counted in the affirmative. Village Attorney Michael Newman explained the legislative history about this statute (160A-75) and he explained the available exceptions from voting according to the statutes. Mr. Newman suggests to have the Council to adopt a clear procedure to determine what an "excused" or "unexcused" absence for Council meetings might be. Councilmember Campbell said he thinks this is a terrible policy and poorly written statute. Councilmember Campbell suggested to have the General Assembly to change the law. Council formed consensus to create a policy based on 160A-75 going forward.

5. Discuss the Village's 300 ft. sewer tie in requirement (no private utilities allowed in the right-of-way).

Councilmember Campbell said the Village has two requirements in the PDO and in the Engineering Standards Manual that are an issue. He said one of the regulations says that if you are within 300' of the county's sewer line, you need to hook up to the Moore County sewer system. Councilmember Campbell also said the Village has another regulation stating we do not allow private utilities in the right-of-way. Councilmember Campbell suggests to allow, in certain instances, private utilities in the right of way and allow people to pump from their property into a two inch line to pump into the Moore County sewer. Bruce Gould, Principal Planner, explained the history for this and when the regulations changed. Council formed a consensus to have the Planning Board create a committee with the engineer to discuss this further and make a recommendation to the Council.

6. Other Business.

- Mayor Fiorillo asked Council to discuss the Brunch Bill. Kevin Drum said North Carolina has been only one of three states that limits the sale of alcohol on Sundays. The new bill adopted by the General Assembly allows cities to opt in or opt out of allowing alcohol sales on Sundays starting at 10:00am rather than 12:00pm. Mr. Drum explained how this could help the area, tourism, and the resort. Council formed a consensus to hear this at the next meeting to be considered for approval.

7. Review the preliminary list of items for the 7/25 Regular Meeting agenda.

Village Manager Jeff Sanborn submitted the following list of items for the June 27 Regular Meeting.

1. Consent Agenda: Approval of Draft Village Council Meeting Minutes
2. Consent Agenda: Public Safety Reports
3. Consent Agenda: Budget amendments report
4. Consent Agenda:
 - May 23, 2017 Minutes
 - June 13, 2017 Minutes
 - June 27, 2017 Minutes
5. Presentation of resolution honoring John Gaida for his work on the Pinehurst Community Watch.
6. Consider an appointment for Fred Engelfried as the Chairman of the Board of Adjustment.
7. Discuss the Community Center
8. Reappropriation budget amendment
9. Manager's quarterly transportation report for the Village of Pinehurst.
10. Consider taking action on the "Brunch Bill" for the Village of Pinehurst.

8. Adjournment.

Councilmember Cashion moved to adjourn the Work Session. The motion was seconded by Councilmember Berggren and carried unanimously. The Work Session adjourned at 5:23 p.m.

Respectfully Submitted,

Lauren M. Craig
Village Clerk

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.



**VILLAGE COUNCIL
AGENDA FOR REGULAR MEETING OF JULY 25, 2017
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, July 25, 2017 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Ms. Claire L. Berggren, Councilmember
Mr. John Bouldry, Treasurer
Mr. Clark H. Campbell, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Lauren M. Craig, Village Clerk

And approximately 44 attendees, including 11 staff and 1 press.

1. Call to Order.

Mayor Nancy Roy Fiorillo called the meeting to order.

2. Invocation and Pledge of Allegiance.

Pastor Dean Engebretson from Christ Community Church led the invocation and Mayor Fiorillo led everyone in the Pledge of Allegiance.

3. Reports:

Manager

- Jeff Sanborn explained Assistant Village Manager Natalie Hawkins is out for a few weeks due to surgery and he wished her the best during her recovery. Mr. Sanborn also noted that Kevin Reed, Director of Planning and Inspections, left the Village for a job at Pine Knoll Shores and Principal Planner Bruce Gould has done a great job stepping up during this transition time. Mr. Sanborn said staff is going through the hiring process and we hope to have this position filled within the week.

Council

- John Bouldry said we had a good meeting last week to start the long range planning process and working toward a comprehensive master plan which is a multi-year effort.
- Nancy Fiorillo reminded everyone that the US Kids Tournament starts tomorrow and the parade is August 1.

4. Presentation of a resolution honoring John Gaida for his work on the Pinehurst Community Watch.

Mayor Fiorillo presented the resolution to John Gaida honoring him for his years of service on the Pinehurst Community Watch board for the Village of Pinehurst.

5. 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. Budget Amendments Report
- B. Public Safety Reports.

- Police Department Fire
Department
- C. Approval of Draft Village Council Meeting Minutes.
May 23 Regular Meeting
June 13 Work Session
June 27 Regular Meeting

End of Consent Agenda.

Upon a motion by Councilmember Bouldry, seconded by Councilmember Berggren, Council unanimously approved the Consent Agenda by a vote of 5-0.

6. Consider a resolution appointing Fred Engelfried as the Chairman of the Board of Adjustment.

Council discussed the opportunity to appoint Fred Engelfried as the Board of Adjustment Chairman now that Leo Santowasso is the Chairman of the Planning and Zoning Board. Upon a motion by Councilmember Campbell, seconded by Councilmember Cashion, Council unanimously approved Resolution 17-21 approving Fred Engelfried as the new Chairman for the Board of Adjustment by a vote of 5-0.

7. Discuss the "Brunch Bill" and consider an ordinance allowing the sale of alcoholic beverages before noon on Sunday at licensed premises.

The Manager explained Council has been requested by several business/restaurant owners to consider the new "Brunch Bill" after the approval by the General Assembly. Council discussed the request to allow the sale of alcoholic beverages starting at 10:00am on Sundays at licensed premises. Upon a motion by Councilmember Bouldry, seconded by Councilmember Berggren, Council unanimously approved Ordinance 17-11 allowing the sale of alcoholic beverages beginning at 10:00am on Sundays at licensed premises in the Village of Pinehurst by a vote of 5-0.

8. Consider a budget amendment reappropriating funds from FY 2017 to FY 2018.

John Frye, Director of Financial Services, explained the need for Council to consider the annual re-appropriation of funds from the FY 2017 Budget that staff requests be rolled forward to the FY 2018 Budget. Mr. Frye shared information on the items included in the re-appropriation request. Upon a motion by Councilmember Cashion, seconded by Councilmember Berggren, Council unanimously approved Ordinance 17-10 re-appropriating funds from the FY 2017 budget to be rolled forward to the FY 2018 budget by a vote of 5-0.

9. Manager's quarterly transportation report for the Village of Pinehurst.

Village Manager Jeff Sanborn explained the purpose of the quarterly transportation report. He shared a list of projects extracted from the Moore County Transportation Committee Highway CTP List which noted the project names, sections of roads, a description of the project and the proposed cross section. Mr. Sanborn noted a meeting on August 23 with the NC DOT regarding the traffic circle and new recommendations that will be presented for consideration at this meeting. Councilmember Bouldry suggested a need to emphasize Highway 5 to focus on generating workable solutions sooner than later.

10. Discuss the Community Center.

Mark Wagner, Director of Parks and Recreation, thanked staff for their help gathering the information needed for this presentation on the Community Center. Mr. Wagner shared the recommendations that came out of the 2014 Indoor Recreation Facilities BIRDIE. Mr. Wagner also shared a summary and update of data the Village has collected including the Community Survey data from 2015 and 2016, demographic projections, and participation rates through June 30, 2017. Mr. Wagner explained this facility would serve all ages and populations in the Village of Pinehurst. Mr. Wagner shared additional data regarding the summer day camps. He also explained potential program expansions if a Community Center is constructed to serve adults, seniors, and youth. Mr. Wagner explained the assumptions used to project revenues and expenses for the \$4.1 million Community Center. Council held a discussion about the Community Center and the information presented. Council determined to make a decision in September and offered for the public to speak on this during any public comment period at all regular meetings.

11. Discuss an ordinance or other action to suspend enforcement of the "prohibition on Banks, Credit Unions, financial services and professional services on the first floor in the village center and the provisions for non-conforming uses after being vacated for a period of time" in the Pinehurst Development Ordinance.

Principal Planner Bruce Gould explained for more than 20 years the Village has a prohibition for office, bank or other similar uses on the ground floor within the Village Commercial Zoning District (Village Center). He explained in addition to not allowing these

uses on the ground floor in the current Pinehurst Development Ordinance, the Village also has a non-conforming use provision that indicates if the space is converted to a conforming use, a non-conforming use shall not be re-established. Additionally, if a non-conforming bank, credit union, financial service or professional use ceases to operate within the Village Commercial Zoning District for more than 30 days, only a conforming use may be established. Council held a discussion about these restrictions and the history of the restrictions.

The Council opened the floor for public comments:

- Tom Stewart explained his history in Pinehurst and that he purchased the Harvard Building and has owned it for 20 years. He explained a bank had been there for 27 years which was vacated 9 months ago. He found a tenant that was agreeable for the space. He explained that he continued to maintain an office in the PNC bank space after they vacated the space, based on the ordinance. He was told he could not reconfigure the space to make it a reasonable retail space. He said the tenant he found is a good representative for the Village and he asked the Council not to take away his tenant.
- Bart Boudreaux who lives at 10 Everette Road said the retail businesses make downtown vibrant and Council can control zoning and it is a critical success factor in the area. He said we need to make it retail-centric and not business-centric to protect the downtown business model. He thinks the Village should address the parking issues in downtown and the businesses should maximize their open hours and better manage their employees parking.
- Katrin Franklin thanked the Village Council for their work and said she has a business in Pinehurst for two years and she sees a lack of enforcement such as the parking situation. Katrin explained the need to co-exist and find the best combination of office and retail to protect all small businesses in the Village. She urges the Village Council to focus on enforcement.
- John Taylor asked Council to consider the law of supply and demand with retail businesses and the fact that banks are not going to be coming back to the Village. He said the elephant in the room is the ratio of spending from resort guests and spending from residents. He said to be careful throwing up restrictions when the problem is not excess demand.
- Marty McKenzie said owning a couple of old buildings is very expensive and he has practiced this rule not to rent to anyone that is non-retail. He said the number one activity is tourism. He said we need focus groups for the people that are involved here and are doing business here. He said Pinehurst No. 2 and the Village are the two most important assets.
- Judy Davis said this is a slippery slope and this needs to be taken to the Planning and Zoning Board.

Mayor Fiorillo said for staff to note that Mr. Stewart has used this as an office since it was vacant which is what happened at 100 Market Street. Council talked about the importance of dining and shopping in our Village. Council held a discussion about this issue and determined for Mr. Stewart to submit his application to staff to review.

12. Discuss and consider awarding the contract for road resurfacing.

Assistant Village Manager Jeff Batton and Infrastructure Superintendent Ralph Bowen presented Council with the bid information for the road resurfacing. Mr. Batton gave an explanation about the Powell Bill and the money that the Village also contributes to resurfacing each year and the process the Village takes to rate the road segments to prioritize resurfacing projects.

Mr. Bowen explained Riley was the lowest responsible bidder with a contract that would initially include approximately 3 miles at \$513,000 with additional mileage likely added. He said three other contracts have already been entered into with other contractors whose amounts are below the threshold for Council action. Upon a motion by Councilmember Berggren, seconded by Councilmember Campbell, Council unanimously approved to authorize the Mayor or her designee to enter into a contract with Riley Paving for the FY 2018 resurfacing package in the amount of \$513,000 and that the Manager is authorized to approve up to an additional \$150,000 in resurfacing so long as the quantity is at the existing bid's unit pricing and the budget for resurfacing is not exceeded by a vote of 5-0. Jeff Batton also gave an update on the McIntyre Road streetscape project.

13. Other Business.

- None.

14. Comments from Attendees.

- Tom Campbell said he was pretty closely associated with Parks and Recreation since 2002 and he said the community center has been very thoroughly vetted and his vote is with the community center.
- Frank Pacifico asked about the maintenance people working on a state highway and he said McIntyre street needs to be taken better care and other Village streets need the attention. He said Community Presbyterian requested on street parking

that was denied but the Village is creating on street parking on McIntyre.

- John Taylor said the community center presentation was very interesting and he has studied the progression of this project over the years. He commented about the financial side of the project and said it would be an interesting survey question to say would I rather have a community center or a tax refund. He said the Council has not discussed what else you could do with the money if you don't do the community center project.

15. Adjournment.

Councilmember Campbell moved to adjourn the Regular Meeting. The motion was seconded by Councilmember Cashion and carried unanimously. The Regular Meeting adjourned at 7:01 p.m.

Respectfully Submitted,

Lauren M. Craig
Village Clerk

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.

DRAFT



DISCUSS PINEHURST BREWERY RIGHT-OF-WAY DEDICATION AND STORMWATER PLAN.

ADDITIONAL AGENDA DETAILS:

FROM:

Jeff Batton

DATE OF MEMO:

8/1/2017

MEMO DETAILS:

The Pinehurst Brewery (steam plant project) is proposing to build and dedicate a road and right-of-way to the Village in front of the Brewery (see attached illustration for the area).

Staff seeks direction as to whether to proceed with necessary documents to eventually accept the road and associated on-street parking after construction by the Brewery. The road could eventually be completed through the Village Place area to form a main spine road for future development.

In conjunction with the acceptance of the right-of-way, a stormwater plan is being proposed by the Pinehurst Brewery that would route stormwater from the newly dedicated road, right-of-way and part of the Brewery property to Magnolia Road. The attached Stormwater Flow illustration shows the current stormwater structures and flow pattern in blue arrows and the proposed stormwater flow in yellow arrows. As you can see, the blue arrows indicate that stormwater leaves the Magnolia Road right-of-way just below and behind the Brewery property and follows the natural drainage area through the vacant lot.

In order to avoid adding additional water to this lot, the Brewery is proposing that the Village partner with them (50/50) on their proposed plan that would pipe all of the stormwater down Magnolia Road to a catch basin that runs under McCaskill Road, thereby eliminating the runoff onto the vacant lot. Rough estimates of the total cost of this project is currently \$55,000, although it has not yet been engineered and designed.

If Council decides its willing to accept the dedicated right-of-way in front of the Brewery then staff will also be seeking direction on the stormwater cost-share proposal.

Thanks.

ATTACHMENTS:

Description

- ☐ Proposed Right-of-Way
- ☐ Proposed Stormwater Plan

2. THE PURPOSE OF THE PLAN IS FOR INFORMATIONAL PURPOSES ONLY. THOUGH THIS PLAN IS FROM AN ACTUAL FIELD SURVEY IT IS NOT AND SHOULD NOT BE CONSIDERED A RECORDED DOCUMENT.
3. CONTRACTOR SHALL PROVIDE THE NECESSARY DOCUMENTATION TO CERTIFY THAT ANY HAZARDOUS MATERIALS HAVE BEEN REMOVED AND PROPERTY DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL REGULATIONS.
4. ACCESS TO THE MOORE COUNTY PUBLIC UTILITY SITE MUST BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION. THE CONTRACTOR SHALL COORDINATE ACTIVITIES AFFECTING ACCESS TO THE SITE WITH MOORE COUNTY PUBLIC UTILITY.
5. THE ARCHITECTURAL PLANS SHOWN ON THE CDT DRAWINGS ARE FOR REFERENCE ONLY. SEE APPROVAL SET OF ARCHITECTURAL PLANS.

[illegible]

VILLAGE OF
PINEHURST
PARCEL ID: 00024690
PIN: 056200070733
DB 737 PG 336

VILLAGE OF FINEBURST
CONSTRUCTION PLAN APPROVAL

118

INFRASTRUCTURE INSPECTION NOTICE TO CONTRACTOR

INVESTIGATIVE INSPECTION NOTICE TO CONTRACTOR

MOORE COUNTY
PARCEL ID: 00026002
PIN: 855200977841
08/15/56 PG 98

UNITS OF CONSTRUCTION/
DISTURBANCE: 1.65 ACS.

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PUNCH JONES, INC.
PARCEL ID: 00020218
PIN: 855206986024
CB 705 BA 146

1	INSTALL BRICK SIDEWALK - SEE PLANS FOR WIDTH	SEE SHT 0-1, #3	1
2	INSTALL CONCRETE SIDEWALK - SEE PLANS FOR WIDTH	SEE SHT 0-1, #2	2
3	INSTALL CONCRETE WHEELSTOP	SEE SHT 0-1, #4	3
4	INSTALL DUMPSTER ENCLOSURE	SEE SHT 0-2, #1	4
5	INSTALL RETAINING WALL	SEE ARCHITECTURAL DRAWINGS	5
6	INSTALL HANDICAP PARKING SIGNS	SEE SHT 0-2, #2	6
7	INSTALL HANDICAP RAMP	SEE SHT 0-2, #3	7

UNITED
TELEPHONE CO.

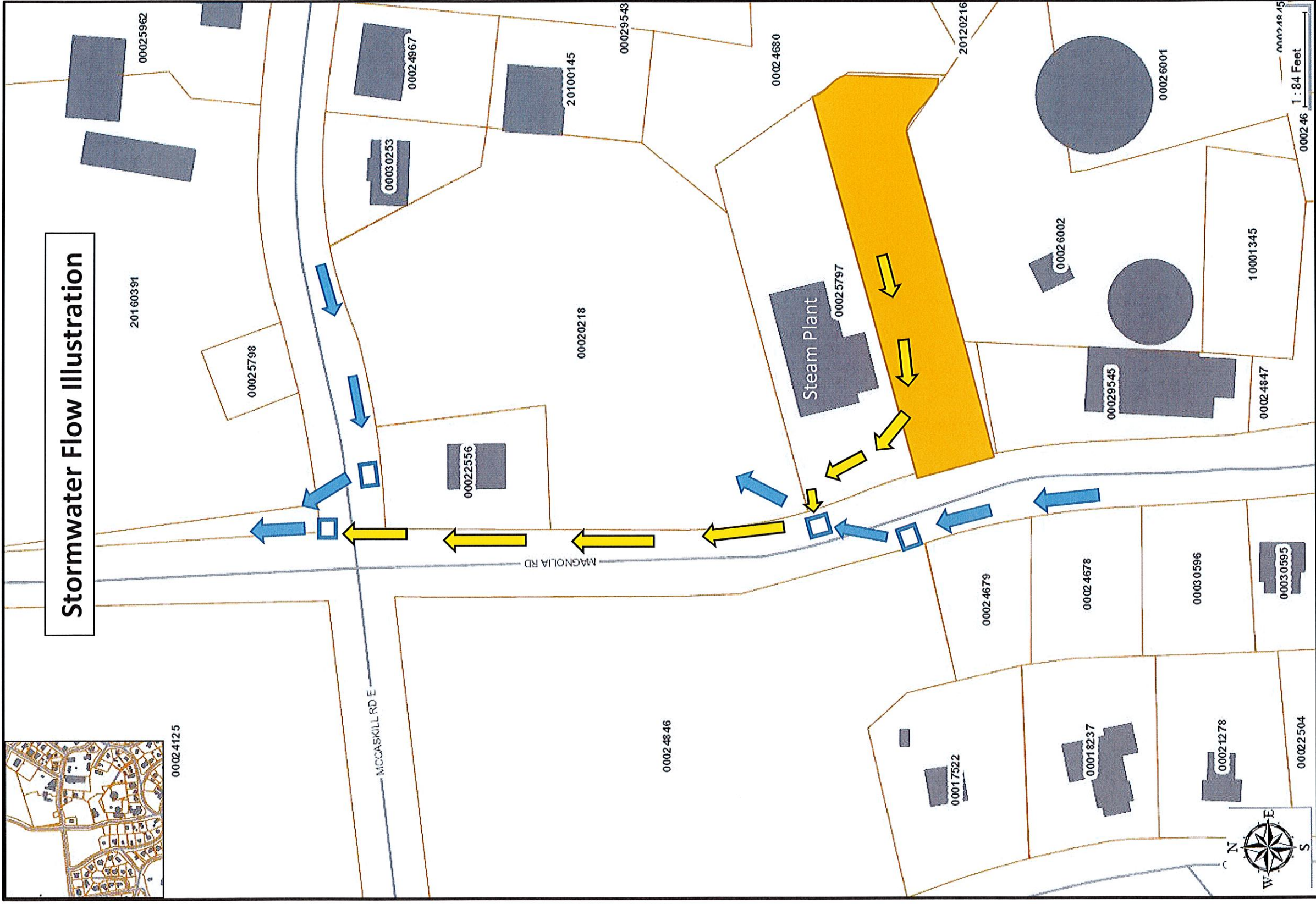
ACEL ID: 00029545
IN: 05520970266
08 278 PG 581

EX. CATCH BASIN
R/N: 478.30
4" PVC INV. IN: 477.56
18" RCP INV. IN: 475.57
18" RCP INV. OUT: 475.49

EX. CATCH BASIN
RIN: 48350
4" INV. OUT: 478.1

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PUBLIC HEARING NO. 1
ADDITIONAL AGENDA DETAILS:

The purpose of the public hearing is to consider an Official Zoning Map Amendment. This map amendment would rezone two parcels of land consisting of approximately 28 acres. These properties are located between 224 Foxfire Road and 376 Foxfire Road. These properties are further defined as being Moore County LRK #'s 00020369 and 00020354. The properties are currently zoned R-210 Residential District (low density residential). This proposed map amendment would change the zoning of the properties to R-30-CD (R-30- Conditional District Medium Density Residential). The properties are currently vacant. The proposed use of the property is a 28 lot single family subdivision. The applicant is Ken Bass and the owners of the properties are David P. Hunt, Robert F. Hunt and Claudia L. McKenzie.

FROM:

Bruce Gould

CC:

Jeff Sanborn

DATE OF MEMO:

8/3/2017

MEMO DETAILS:

Attached is the staff report and information for the public hearing.

ATTACHMENTS:

Description

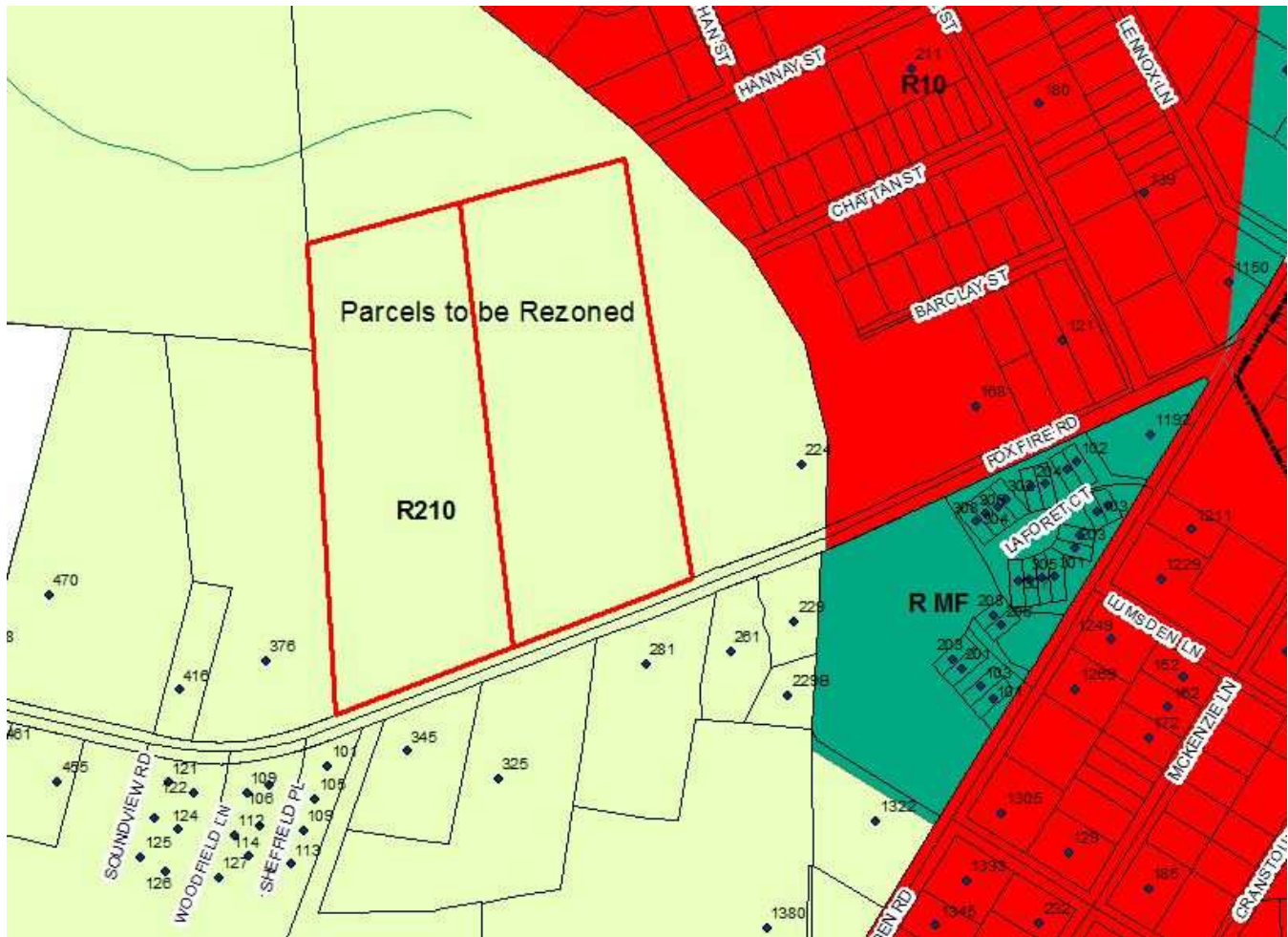
- ☐ Staff Report
- ☐ Project Narrative
- ☐ Concept Plan



PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Mayor Fiorillo and Village Council
From: Bruce Gould, Principal Planner
Cc: Jeff Sanborn, Village Manager
Lauren Craig, Village Clerk
Date: August 3, 2017
Subject: Public Hearing and Staff Report for request by Ken Bass (GWB Construction, LLC) for the proposed Rezoning at Foxfire Rd./Hunt Tract from R-210 (low density residential) to R-30-CD (Residential Medium Density-Conditional District)

Applicant:	Ken Bass (GWB Construction, LLC)
Owners:	David P. Hunt, Robert F. Hunt and Claudia L. McKenzie
Property Location:	Between 376 Foxfire Rd. and 224 Foxfire Rd.
Rezoning:	Current Zoning Districts: R-210 (low density residential) District is established as a district in which the principal uses of the land are for low-density residential and light agricultural purposes. Development in this area is restricted due to lack of available utilities, watershed protection restrictions and for the protection of agricultural lands. Proposed Zoning District: R-30-CD (Residential Medium Density-Conditional District) is established as a district in which the principal use of land is for medium-density residential uses. This district is further intended to discourage any use which would be detrimental to the predominately medium-density residential nature of the areas included within the district.
Current Land Use:	Vacant
Proposed Land Use:	28 lot single family neighborhood.



Existing Zoning Map

The applicant requests a conditional district rezoning of +/- 28 acres currently zoned R-210 (Low Density Residential,) R-30-CD (Residential Medium Density-Conditional District. The property is defined as being Moore County LRK #'s 00020369 and 00020354. The applicant is Ken Bass (GWB Construction) and owners of the properties are David Hunt, Robert Hunt and Claudia McKenzie.

Analysis:

These properties are currently located within the Pinehurst ETJ however the applicant is petitioning to be annexed to the corporate limits. The surrounding properties contain multiple zoning designations and land uses. (see the zoning map above) The property to the north is zoned R-210, is currently vacant and is within the Pinehurst ETJ. The property to the west is zoned R-210, is currently a single family residence and is within the Pinehurst ETJ. The property to the east is zoned R-210, is currently a single family residence and is within the Pinehurst ETJ. The properties to the south across Foxfire Rd. are all zoned R-210 and contain a mobile home development and a Moore County Public Utilities well site.

This proposal is to have 28 single family lots with a density of about one unit per acre with access being one connection point off Foxfire Rd. A concrete sidewalk is proposed on one side of the interior street with a stub to Foxfire Rd. The proposal includes approximately 4.38 acres to remain as open space in a corridor along Foxfire Rd. as shown on the General Concept Plan. This is approximately 15.75% of the total area which exceeds the required 15% minimum amount of required open space for major subdivisions zoned R-30 cited in section 9.17.1.11 of the PDO. Also, section 9.17.1.11 of the PDO allows for reduced setbacks and minimum lot size for residential subdivisions that meet the required open space regulation. The proposal reflects the allowed dimensional standards.

Existing public water service is in place to serve this proposed rezoning and the subsequent development. Public sewer service is not in the area and therefore septic service will be needed. The applicant has indicated that septic service will be provided for each individual lot. This site contains no floodplains, wetlands or other environmental constraints that are known. The site is located within a Watershed Protection Area. Single family residential development shall not exceed one dwelling unit per acre or 12% build-upon area. The proposal includes a development of one dwelling unit per acre. The applicant has indicated that on site stormwater will be provided.

The applicant is asking for the following conditions:

1. Waiver from section 3.02a of the Engineering Standards Manual to allow the installation of ditch section roadways.
2. Petition for annexation into the corporate limits.
3. Minimum heated square footage of 2,400.
4. Maximum heated square footage of 3,599.

Included in the documentation for the conditional district rezoning request are a project narrative, General Concept Plan and Concept Plan Rendering. A neighborhood meeting was required of the applicant prior to submitting the request. Please find the results of that meeting as reported by the applicant attached.

Planning and Zoning Board Action

The Planning and Zoning Board first considered this request and conducted a duly advertised public hearing at its July 6, 2017 meeting. Following the public hearing and subsequent discussion, the Board formed a subcommittee of staff, P&Z board members and the developer to review the request, consider possible conditions and issues raised in the public hearing and report to the full Board on July 13th. The subcommittee met on July 12th and recommended the Planning and Zoning Board consider the following;

- 1) A landscape easement along the rear of proposed lots adjoining properties to the subdivision as shown. The landscape easement shall be 10' wide and shall remain as undisturbed.
- 2) Open space lots along Foxfire Road
- 3) Irrigation wells and impact on the water table.

The Planning & Zoning Board met on July 13th and discussed the rezoning request with the recommendations of the subcommittee and the applicant. The P&Z Board voted unanimously to recommend to the Village Council that the rezoning be approved with the following conditions which the applicant agreed to:

- 1) Waiver from section 3.02a of the Engineering Standards to allow the installation of ditch section roadways.
- 2) The development will petition for annexation into the Village of Pinehurst.
- 3) Minimum heated house square footage: 2,400 sq. ft.
- 4) Maximum heated house square footage: 3,599 sq. ft.
- 5) A landscape easement shall be provided along the rear of proposed lots adjoining properties to the subdivision as shown. The landscape easement shall be 10' wide and shall remain as undisturbed.
- 6) Open space lots along Foxfire Road (labeled as 'OS'), shall remain undisturbed except for installation of required infrastructure.
- 7) Irrigation wells shall not be allowed within the subdivision.

Recommendation of Staff:

The Planning Staff recommends approval of the rezoning request to R-30-CD (Residential Medium Density-Conditional District) as submitted.

Based on the surrounding zoning and built environment the proposed uses would be consistent with the existing adjacent uses and zoning.

The R-210 Residential District was established to restrict more dense development based on lack of available utilities. Existing water service is in place to serve this proposed rezoning and the subsequent development. Sewer service is not in the area and therefore septic service will be needed. The applicant has indicated that septic service will be provided for each individual lot. With public water available, these parcels are suitable for a more dense development than current allowed in the R-210 district.

In response to the requested waiver of section 3.02a of the Engineering Standards Manual the Assistant Village Manager for Operations and the Village Engineer has indicated they have no concerns with granting a waiver to allow ditch section roadways based on the topography of the property, the low density of the development and the proposed stormwater control measures.

The proposed use will meet all the requirements of the R-30 CD (Conditional District) Zoning and the PDO at the time of site plan approval as well as the general concept plan and any other agreed to or submitted conditions associated with this conditional district rezoning proposal. This staff recommendation is based on the submitted exhibits attached.

Comprehensive Plan Consistency Statement:

Page 56 of the 2010 Comprehensive Long Range Plan identifies the preference for the future development of the areas with the current extra-territorial jurisdiction (and possible additional future areas) is to promote open space development patterns since it will help preserve meaningful open space, help promote water recharge and retain the overall character of the community.

Page 59 of the 2010 Comprehensive Long Range Plan indicates a major strategy of the community should be to consider ways to meet the long-term housing needs of the residents of Pinehurst and their families. It states that the development pattern of Pinehurst did not anticipate some of the changing desires and needs of a residential community (larger homes, larger lots, housing for an aging population, etc.).

Page 61 of the 2010 Comprehensive Long Range Plan (map) indicates the property as an area to consider allowing development at a higher density than allowed by current zoning.

This proposal takes into consideration the need for additional housing needed of the residents of Pinehurst and the preference for future development in the ETJ to promote open space as mentioned in the Comprehensive Plan. It also reflects the fact that the area be considered to allow higher density housing than is currently allowed. Achieving goals in accordance with the Comprehensive Plan and other planning documents of the village is considered reasonable and in the best interest of the public.



WithersRavenel

Our People. Your Success.

Hunt Tract Subdivision – Conditional District Narrative, Conditions, and Request for Waiver

Project Narrative

The development of the Hunt Tract as shown in the exhibits attached to this rezoning application will blend the intent of the Future Land Use Plan as shown on the Pinehurst 2011 Comprehensive Long Range Plan with the current rural feel of the surrounding area. By developing low density at one unit per acre, but maintaining the view corridor along Foxfire Road, the development is able to mesh these two criteria. The approximately 28-acre property is located on the north side of Foxfire Road, approximately ½ mile west of the intersection of Linden Road and Foxfire Road. The property is currently zoned R210 (Residential-210). This proposal requests the property be zoned R-30 and establish a Conditional District to permit 28 single family lots. The design of this development will follow the R30 design standards as established within 9.17.1.11 with open space provided along Fox Fire Road.

Please find the following information included with this request:

- ▶ General Concept Plan (including existing conditions and property survey)
- ▶ Colored Concept Plan
- ▶ Open Space Narrative

Existing Conditions

The site is gently rolling with a maximum slope of 10:1 (H:V). There are three slight draws on the property. Two are located near the western edge of the project, and one that clips the northeast corner of the project. These draws are insignificant, and do not contain defined channels. No wetlands, streams, or flood plain exist on site. There are no existing structures located on the site. It appears as though this property has been timbered over the years, as no substantial trees exist on the property. Historical aerial photographs do not show any significant previous uses for these properties dating back to 1993. The site is not noted to have significant wildlife habitats (per US Fish and Wildlife). The site is also not prime agricultural farmland or listed (or eligible to be listed) on national, state, county, or local registers or inventories.

The site is contiguous with large parcels of mainly undeveloped land ranging from 9 acres to 22 acres that contain single family homes. Similar uses exist on the south side of Foxfire Road, with the exception of a mobile home development and a Moore County Public Utilities water supply well site.

Existing conditions for the property can be found on the General Concept plan.

Project Design

Streets and Access

The project will connect to Foxfire Road with one connection point, and will meet NCDOT requirements for this connection. The roadway will be ditch section with 60' right-of-way and 20' asphalt pavement width. The right-of-way is expanded to 60' total width to allow for the full ditch section to be within the right-of-way for ease of maintenance.

Pedestrian Connectivity

A concrete sidewalk is proposed for the project to be installed on one side of the street interior of the development, and includes a stub to Foxfire Road to accommodate any future pedestrian connections should the Village extend a pedestrian network to this area.

Landscaping

Landscaping will meet the requirements of the Pinehurst Development Ordinance. The open space along Foxfire Road will remain in its existing state to maintain the current view shed along this corridor. The only disturbance of this open space will be at the street connection point, and some minor disturbance at the location of the entry monument, and minor disturbance for the centralized mail delivery section. Decorative shrubs, grasses, and annuals will be planted around the entry

monument and centralized mail delivery section to enhance the monuments design and soften any hard edges. Street trees will be provided along the proposed streets, meeting the spacing requirement of the PDO.

Open Space

An open space corridor will be provided along Foxfire Road as previously mentioned. This open space will remain vegetated as currently constituted for multiple of reasons. First, as previously stated, this will help maintain the current character of the surrounding area by maintaining the view shed along Foxfire Road. Second, this will provide a substantial separation of the proposed homes from Foxfire Road, allowing the future homeowners with lots adjacent to the roadway to have a bit of noise and light buffer.

Buffers and Setbacks

Buffers and setbacks for the property will be provided per the R30 district standards as established within Table 9.17.1.11a of section 9.17.1.11 of the Pinehurst Development Ordinance. These setbacks are as follows:

Front Yard:	32'
Side Yard:	16'
Rear Yard:	24'

In addition to the required setbacks, a 10' undisturbed landscape easement is provided for all exterior proposed lots. This landscape easement will be

Signage

An entry monument sign is proposed at the site connection point with Foxfire Road. The details of this signage will meet the requirements of the Pinehurst Development Ordinance, and the conceptual layout is provided on the General Concept Plan.

Lighting

As directed by Village staff during TRC review, the development will not be installing any streetlighting with this project.

Utility Service

This project will connect to the existing Moore County Public Utilities 12" water main that is located along the frontage of the project. Adequate water service can be provided with this connection. In an effort to alleviate concerns from neighbors regarding additional drawing from the aquifer, this project will prohibit the use of wells for the purpose of irrigation. Sewer service is not within the vicinity of the project, and therefore septic service will be provided for each individual lot. A preliminary soils evaluation has been completed for the property, and unsuitable septic soil areas identified. These areas are depicted on the General Concept Plan and the lot layout has been adjusted to ensure adequate area for septic is provided. Power and communications are readily available for the project.

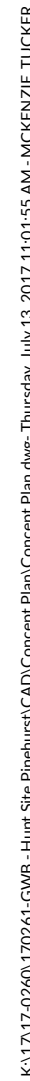
Stormwater

Stormwater runoff will meet the requirements of the State and Village as required. The project proposes one stormwater control measure (SCM) on-site to meet these requirements. The property falls within a High-Quality Waters (HQW) watershed, and is tributary to the Sandy Run creek. This requires a maximum development density of one unit per acre, and this project is not seeking an increase in that density requirement.

Soil Erosion and Sediment Control

The project will provide soil erosion and sediment control during construction as required per Section 9.12 of the Pinehurst Development Ordinance and all state standards.

The descriptions and conditions described above will apply to the entire project.



NOTES

1. BOUNDARY SHOWN PER SURVEY PREPARED BY BENNY BROWN, PLS DATED 4/13/17, UPDATED 7/10/17.
2. EXISTING TOPOGRAPHIC INFORMATION SHOWN PER MOORE COUNTY GIS INFORMATION.
3. NO FLOODPLAIN EXISTS ON SITE PER FEMA MAP 3710842004 WITH AN EFFECTIVE DATE OF OCTOBER 17, 2006.
4. NO RED-COCKADED WOODPECKER CAVITY TREES EXIST ON SITE AND THE SITE IS OUTSIDE ANY KNOWN RED-COCKADED WOODPECKER CLUSTERS PER LETTER FROM US FISH AND WILDLIFE SERVICE DATED APRIL 11, 2017.
5. THIS PLAN IS A GENERAL CONCEPT PLAN FOR REVIEW ONLY AND SHOULD NOT BE CONSIDERED FOR CONSTRUCTION.
6. THE STREETS ARE TO BE DEDICATED TO THE VILLAGE OF PINEHURST.
7. WATER MAIN SIZING WILL BE CONFIRMED DURING DEVELOPMENT OF CONSTRUCTION DRAWING PLANS.
8. THE AVERAGE WEEKDAY 2-WAY VOLUME GENERATED BY THIS DEVELOPMENT IS 322 TRIPS.
9. THE NEEDED FIRE FLOW CALCULATION DEFAULTS TO THE VILLAGE MINIMUM OF 1,000 GPM BASED UPON CHAPTER SEVEN OF THE ISO CODE. ASSUMING THE DISTANCE BETWEEN BUILDINGS WOULD FALL WITHIN THE 31'-100' RANGE PROVIDING A NEEDED FIRE FLOW OF 750 GPM.

1. BOUNDARY SHOWN PER SURVEY PREPARED BY BENNY BROWN, PLS DATED 4/13/17, UPDATED 7/10/17.
2. EXISTING TOPOGRAPHIC INFORMATION SHOWN PER MOORE COUNTY GIS INFORMATION.
3. NO FLOODPLAIN EXISTS ON SITE PER FEMA MAP 371085A WITH AN EFFECTIVE DATE OF OCTOBER 17, 2006.
4. NO RED-CKOAKED WOODPECKER CAVITY TREES EXIST ON SITE AND THE SITE IS OUTSIDE ANY KNOWN RED-CKOAKED WOODPECKER CLUSTERS PER LETTER FROM US FISH AND WILDLIFE SERVICE DATED APRIL 11, 2017.
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Pinehurst, NC

GENERAL CONCEPT PLAN

Revisions		
1	FOR APPROVAL	06/16/17
2	PER P&Z COMMENTS	07/16/17

Sheet No. _____

GC-1



**DISCUSS AND CONSIDER AN ORDINANCE AMENDING THE OFFICIAL
PINEHURST ZONING MAP AS IT PERTAINS TO THE REZONING OF
CERTAIN LAND LOCATED BETWEEN 224 FOXFIRE ROAD AND 376
FOXFIRE ROAD.**

ADDITIONAL AGENDA DETAILS:

FROM:

Lauren Craig

CC:

Bruce Gould, Jeff Sanborn

DATE OF MEMO:

8/3/2017

MEMO DETAILS:

Attached is the ordinance to consider the rezoning of approximately 28 acres located between 224 Foxfire Road and 376 Foxfire Road, further defined as being Moore County LRK #'s 00020369 and 00020354 from R-210 Residential District (low density residential) to R-30-CD (R-30- Conditional District Medium Density Residential).

ATTACHMENTS:

Description

- ▣ Ordinance 17-12 Zoning Map Amendment (Foxfire Road Hunt Tract)

ORDINANCE #17-12:

AN ORDINANCE AMENDING THE OFFICIAL PINEHURST ZONING MAP AS IT PERTAINS TO THE REZONING OF CERTAIN LAND LOCATED BETWEEN 224 FOXFIRE RD AND 376 FOXFIRE RD.

THAT WHEREAS, the Village Council of the Village of Pinehurst adopted a new Pinehurst Development Ordinance and Map on the 8th day of October, 2014, for the purpose of regulating planning and development in the Village of Pinehurst and the extraterritorial area over which it has jurisdiction; and

WHEREAS, said Ordinance and Map may be amended from time to time as circumstances and the best interests of the community have required; and

WHEREAS, a public hearing was held at 4:30 p.m. on August 8, 2017 in the Assembly Hall of the Pinehurst Village Hall, Pinehurst, North Carolina after due notice in the Pilot, a newspaper in Southern Pines, North Carolina, with general circulation in the Village of Pinehurst, and its extraterritorial jurisdiction, for the purpose of considering rezoning of two parcels of land consisting of approximately 28 acres. These properties are located between 224 Foxfire Road and 376 Foxfire Road. These properties are further defined as being Moore County LRK #'s 00020369 and 00020354. The properties are currently zoned R-210 Residential District (low density residential). This proposed map amendment would change the zoning of the properties to R-30-CD (R-30- Conditional District Medium Density Residential). The properties are currently vacant. The proposed use of the property is a 28 lot single family subdivision, at which time all interested citizens, residents and property owners in the Village of Pinehurst and its extraterritorial jurisdiction were given an opportunity to be heard as to whether they favored or opposed the proposed rezoning; and

WHEREAS, the Planning and Zoning Board has recommended the zoning map be amended; and

WHEREAS, the applicant has agreed upon the following condition(s):

- 1) Waiver from section 3.02a of the Engineering Standards to allow the installation of ditch section roadways.**
- 2) The development will petition for annexation into the Village of Pinehurst.**
- 3) Minimum heated house square footage: 2,400 sq. ft.**
- 4) Maximum heated house square footage: 3,599 sq. ft.**
- 5) A landscape easement shall be provided along the rear of proposed lots adjoining properties to the subdivision as shown. The landscape easement shall be 10' wide and shall remain as undisturbed.**
- 6) Open space lots along Foxfire Road (labeled as 'OS'), shall remain undisturbed except for installation of required infrastructure.**
- 7) Irrigation wells shall not be allowed within the subdivision.**

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled on this 8th day of August, 2017 as follows:

SECTION 1. That the Pinehurst Zoning Map of the Village of Pinehurst and its extraterritorial zoning jurisdiction be and the same hereby is amended by rezoning of approximately 28 acres located between 224 Foxfire Road and 376 Foxfire Road, further defined as being Moore County LRK #'s 00020369 and 00020354 from R-210 Residential District (low density residential) to R-30-CD (R-30- Conditional District Medium Density Residential).

SECTION 2. The rezoning map and general concept plan is attached hereto as Exhibit A and made a part hereof, the same as if included verbatim.

SECTION 3. This Ordinance shall be and remain in full force and effect from and after the date of its adoption.

Adopted this 8th day of August, 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____

Nancy Roy Fiorillo, Mayor

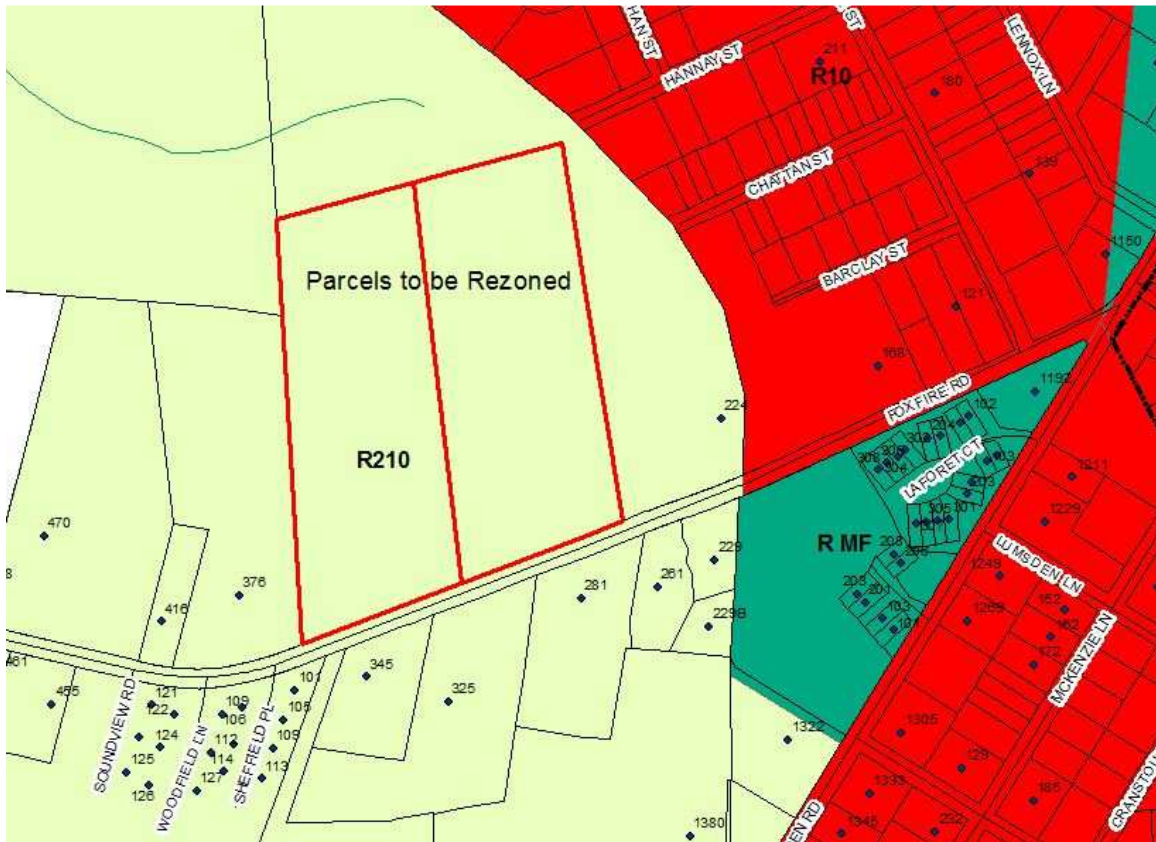
Attest: _____

Approved as to Form: _____

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney

EXHIBIT A





**DISCUSS AND CONSIDER CHANGES TO THE POSITION
CLASSIFICATION AND PAY PLAN.
ADDITIONAL AGENDA DETAILS:**

FROM:

Angie Kantor

CC:

Jeff Sanborn

DATE OF MEMO:

8/3/2017

MEMO DETAILS:

One goal of the Human Resources Department is to ensure Village employees are paid competitively and fairly according to their job responsibilities, performance and service. In order to achieve this goal, we evaluate at least 33% of Village positions each year. We use market data from the NCLM Salary Survey and comparable towns not in the survey and compare the selected positions to our peer group.

This year we selected 26 positions (35%) to evaluate and we matched those positions to the same or similar positions for our peer group. To determine if the pay is competitive and fair, we consider any differences that may exist such as job responsibilities or tenure. Based on the information collected and reviewed, we are recommending the following changes be made:

- Increase all pay ranges by 1.6 % based on the Consumer Price Index (CPI) through June 2017, pay scale movement from comparable towns, and financial resources available to the Village. With this movement, salaries for approximately 20 employees will need to be adjusted. The adjustments are being made to groups of employees in the same classifications in order to bring employees' pay rates within the range and to prevent compression.
- Move Welcome Center Coordinator from pay grade 15 to pay grade 13. Responsibilities for this position have been modified.
- Remove Equipment Operator I and Equipment Operator II from the plan. There is no need to have vertical movement with the associated certifications, but rather horizontal progression in the Maintenance Worker position.
- Move Building Code Official from pay grade 25 to pay grade 26. This is more appropriate for the position and more in line with our peers.
- Move Public Services Director from pay grade 29 to pay grade 30. This is more appropriate for the position and more in line with our peers.
- Move Parks and Recreation Director from pay grade 29 to pay grade 30. This is more appropriate for the position and more in line with our peers.

I have attached the Resolution that will amend the Policy on the Administration of the Position Classification

and Pay Plan based on the recommendations above. I have also attached the policy, which contains the FY 2017-2018 Position Classification and Pay Plan table for approval. Let me know if you have any questions. Thank you for your consideration.

ATTACHMENTS:

Description

- ▣ Resol 17-23 Position Classification and Pay Plan
- ▣ Attachment A: Policy on the Administration of the Position Classification and Pay Plan
- ▣ Position Classification and Pay Plan FY 2017-2018

RESOLUTION #17-23:

A RESOLUTION AMENDING THE POLICY ON ADMINISTRATION OF THE POSITION CLASSIFICATION AND PAY PLAN FOR THE VILLAGE OF PINEHURST.

THAT WHEREAS, the Village Council of Pinehurst, North Carolina, adopted the Policy on Administration of the Position Classification and Pay Plan on November 17, 2009; and

WHEREAS, the Village Council of Pinehurst, North Carolina, amended the Policy on Administration of the Position Classification and Pay Plan on July 26, 2016; and

WHEREAS, changes in the organization infrastructure and guiding policies and procedures must be made as personnel needs of the Village change;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 8th day of August 2017 as follows:

SECTION 1. That the Policy on the Administration of the Position Classification and Pay Plan is hereby amended effective July 1, 2017; said policy attached hereto as Attachment A and made a part hereof; the same as if included verbatim.

SECTION 2. That the pay ranges in the Position Classification and Pay Plan for the Village of Pinehurst are hereby amended by 1.6 percent; said Pay Plan attached hereto as part of Attachment A and made a part hereof; the same as if included verbatim.

THIS RESOLUTION passed and adopted this 8th day of August 2017.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

Lauren M. Craig, Village Clerk

Michael J. Newman, Village Attorney

ATTACHMENT A

		VILLAGE OF PINEHURST	
		STANDARD POLICY	
SUBJECT:	Policy on Administration of the Position Classification and Pay Plan	Effective Date:	11/17/2009
Department:	Human Resources	Policy No.:	HR-416
Prepared by:	Human Resources	Revised:	8/8/2017
Approved by:	Jeffrey Sanborn and The Village Council	# of Pages:	5

PURPOSE OF THE POSITION CLASSIFICATION AND PAY PLAN:

The Position Classification and Pay Plan (attached as Exhibit A) is aimed at providing a complete inventory of all authorized positions in the Village service and an accurate description and specification for each class of employment. The Plan standardizes job titles, each of which is indicative of a range of duties and responsibilities.

The Plan also includes the basic salary ranges for each regular full-time and part-time position approved by Council. These ranges are market-based pay grades consisting of minimum, mid-point and maximum pay rates.

GENERAL PROVISIONS OF THE PLAN:

Administration and Maintenance

The Village Manager, assisted by the Human Resources Director, is responsible for the administration and maintenance of the Plan. The Human Resources Director should periodically review portions of the Plan and recommend appropriate changes to the Village Manager. All employees covered by the Plan should be paid at a rate listed within the salary range established for the respective position.

The Plan is intended to provide equitable compensation for all employees, reflecting differences in the duties and responsibilities, the comparable rates of pay for positions in private and public employment in the area, changes in the impacts of inflation, the financial conditions of the Village, and other factors. From time to time the Human Resources Director will be responsible for making comparative studies of all factors affecting the level of salary ranges and for recommending changes to the Village Manager. Any changes increasing or decreasing the assigned salary grade for a position must be approved by Village Council. Any changes modifying the salary ranges in the Plan must also be approved by Village Council.

Starting Salaries

As a general rule, applicants who are in positions approved in the Plan shall be employed within the salary range for that particular position classification.

Introductory Period

Employees hired, promoted, or transferred into a new position shall receive a performance evaluation upon successful completion of the introductory period. New hires may be eligible for a salary adjustment at the end of the introductory period, but promoted or transferred employees will not be eligible for salary adjustment. Salary adjustments will be made in accordance with performance management guidelines.

Merit Pay

Employees will receive a performance review after the first six months in a new position and then on an annual basis thereafter. Upward movement within the established salary range for an employee is not automatic, but rather based upon specific performance-related reasons and other factors. All performance reviews are based on an employee's demonstration of the Village's core values, customer service skills, and the behavioral and technical criteria listed in their position description. Employees will be evaluated based on how well they perform their job according to established criteria for technical and interpersonal skills. All considerations for merit increases are measured against a satisfactory or higher performance review. Guidelines for determining performance levels and performance pay increases or other performance-related movement within the range may be established in procedures approved by the Village Manager.

Lump Sum Payment

Employees who are at the maximum of the salary range for their position classification may be eligible for a lump sum payment at their regular performance evaluation time. Lump sum payments should be awarded based upon the performance of the employee as described in the performance evaluation and should be the same percentage of annual salary as employees within the salary range with the same performance level. Lump sum payments do not become part of base pay.

Salary Effect of Promotions, Demotions, Transfers, and Reclassifications

Promotions – when an employee is promoted the employee's salary may be increased. The purpose of the promotion pay increase is to recognize and compensate the employee for taking on increased responsibility. The amount of the pay increase depends on performance, degree of increased responsibility, time since the last salary adjustment, budget and other factors.

Demotions – when an employee is demoted, the salary normally should be set at the rate in the lower pay range which provides a minimal decrease in pay if action is not the result of disciplinary action. If the current salary is within the new range, the employee's salary may be retained at the previous rate. If the demotion is the result of disciplinary action, the salary may be decreased.

Transfers – the salary of an employee reassigned to a position in the same class or to a position in a different class within the same salary range should not be changed by the reassignment. However, employees transferred to a position in a lower salary grade may receive a decrease in pay.

Reclassifications – an employee whose position is reclassified to a position having a higher salary range may receive a pay increase if the employee's current pay rate is less than the minimum of the new salary range.

If the position is reclassified to a lower pay range, the employee's salary should remain the same. If the employee's salary is above the maximum established for the new range, the salary of that employee shall be maintained at the current level until the range is increased above the employee's salary.

Salary Effect of Salary Range Revisions

When a class of positions is assigned to a higher salary range, employees in that class may receive a pay increase if the employees' current pay rates are less than the minimum of the new salary range. When a class of positions is assigned a lower salary range, the salaries of employees in that class will remain unchanged. If this assignment to a lower salary range results in an employee being paid at a rate above the maximum established for the new class, the salary of that employee should be maintained at least at that level until such time as the employee's salary range is increased above the employee's current salary.

Transition to a New Salary Grade

The following principles are guidelines for the transition to a new salary grade:

- 1) No employee should receive a salary reduction as the result of the transition to a new salary grade.
- 2) All employees being paid at a rate lower than the minimum rate established for their respective classes may have their salaries increased.
- 3) All employees being paid at a rate above the maximum rate established for their respective classes should be at that maintained salary level until such time as the salary range is increased above the employee's current salary.

Effective Date of Salary Changes

Salary changes approved after the first working day of a pay period shall become effective at the beginning of that pay period or at such specific date as may be established pursuant to procedures approved by the Village Manager.

Payroll Deduction

Deductions shall be made from each employee's salary, as required by law. Additional deductions may be made up on the request of the employee on determination by the Village Manager as to capability of payroll equipment and appropriateness of the deduction.

Composition of the Plan

The Plan should consist of:

- a) a grouping of positions in classes which are approximately equal in difficulty and responsibility which call for the same general qualifications, and which can be equitably compensated within the range of pay under similar working conditions;
- b) class titles descriptive of the work of the class; and
- c) the appropriate pay grade associated with the position.

Use of the Plan

Class specifications should be descriptive of the type and scope of work performed. The Plan is to be used:

- a) as a guide in recruiting and examining applicants for employment;
- b) in determining lines of promotion and developing employee training programs; and
- c) in determining salary to be paid for various types of work;

Authorization of the Plan

The Plan shall be approved by the Village Council and should be maintained on file with the Human Resources Director. Copies will be available to all Village employees for review upon request. New positions shall be established upon recommendation of the Village Manager and approval of the Village Council, after which the Human Resources Director is responsible for either allocating the new position into the appropriate existing class, or revising the Plan to establish a new class to which the position may be allocated. The Village Manager may approve changes to existing positions that do not require a change in pay grade.

Request for Reclassification

Department Heads may request that a position be reclassified into a different class or pay grade. Upon receipt of such request, the Human Resources Director shall study the request, determine the merit of reclassification and if merited, recommend a reclassification and a new pay grade to the Village Manager. Modified positions also should be evaluated for proper position classification. To assist the Village on this review process, Department Heads are expected to:

- a) be familiar with the Position Classification and Pay Plan;
- b) make sure they are informed about the job duties performed by each employee under their supervision;
- c) advise the Human Resources Director of any permanent changes in job duties;
- d) make recommendations for changes in position classifications. These recommendations should be based on significant changes in the duties associated with a position and/or in the structure of a department that will continue to exist on a long-term basis.

The Village Manager is responsible for approving any classification study and/or reclassification. The Village may contact outside consultants and other sources to assist in any reclassification decision.

Department Heads are responsible for reviewing positions annually as part of the budget process. Such review shall be to determine the most accurate classifications and the most equitable, effective, and efficient use of human resources.

Approved by:

Jeffrey Sanborn, Village Manager

8/8/2017
Date

#17-23
Village Council, Resolution

8/8/2017
Date

VILLAGE OF PINEHURST
POSITION CLASSIFICATION AND PAY PLAN
FY 2017-2018

FLSA	GRADE	POSITION	MINIMUM	MIDPOINT	MAXIMUM
	9		23,487	29,358	35,230
	10	Maintenance Worker	24,661	30,827	36,992
	11	Maintenance Worker, CDL	25,894	32,368	38,841
	12		27,189	33,986	40,783
	13	Customer Service Representative Grounds Specialist Human Resources Assistant Solid Waste Equipment Operator Track Specialist Welome Center Coordinator	28,548	35,686	42,823
	14	Grounds Specialist II Telecommunications Specialist I	29,976	37,470	44,964
	15	Administrative Assistant Events Assistant Telecommunications Specialist II	31,475	39,343	47,212
	16	Administrative Coordinator Firefighter Fleet Service Technician I Grounds Maintenance Crew Leader Maintenance Technician Planning Technician	33,048	41,311	49,573
E	17	Fair Barn Coordinator Financial Services Technician Fleet Service Technician II Street Maintenance Crew Leader	34,701	43,376	52,051
	18	Fire and Life Safety Educator IT Technician Police Officer Senior Firefighter	36,436	45,545	54,654
E E E E	19	Athletic Coordinator Code Enforcement Officer Master Firefighter Program Coordinator Senior Police Officer Special Events Coordinator Track Superintendent	38,258	47,822	57,386
	20	Master Police Officer Police Investigator	40,171	50,213	60,256
E	21	Communications Specialist Planner Sergeant	42,179	52,724	63,269
E E	22	Buildings and Grounds Superintendent Fire Captain Human Resources Generalist	44,288	55,360	66,432

VILLAGE OF PINEHURST
POSITION CLASSIFICATION AND PAY PLAN
FY 2017-2018

FLSA	GRADE	POSITION	MINIMUM	MIDPOINT	MAXIMUM
E E	23	Information Technology Systems Specialist Senior Planner Solid Waste Superintendent	46,502	58,128	69,754
E	24	Battalion Chief Building Inspector Detective Infrastructure Superintendent Lieutenant Village Clerk	48,828	61,034	73,241
E E E E E E	25	Assistant Financial Services Director Assistant Public Services Director Police Captain IT Business Analyst Network Administrator Principal Planner	51,269	64,086	76,903
E	26	Deputy Fire Chief Building Code Official	53,832	67,291	80,749
E E	27	Deputy Police Chief Fleet Maintenance Director	56,524	70,655	84,786
	28		59,350	74,188	89,025
	29		62,318	77,897	93,476
E E E E	30	Human Resources Director Parks and Recreation Director Planning and Inspections Director Public Services Director	65,434	81,792	98,150
E E E	31	Chief Information Officer Fire Chief Police Chief	68,705	85,882	103,058
E	32	Financial Services Director	72,140	90,176	108,211
	33		75,748	94,684	113,621
E E	34	Assistant Village Manager for Administration Assistant Village Manager for Operations	79,535	99,418	119,302

E = Exempt from the Wage and Hour provisions of the Fair Labor Standards Act (FLSA)

5% = Spread between grades

50% = Spread within the grade

1.6% = Grade adjustment from previous year



MOTION TO GO INTO CLOSED SESSION PURSUANT TO NCGS §143-318.11(A)(5)(I) TO ESTABLISH, OR TO INSTRUCT THE PUBLIC BODY'S STAFF OR NEGOTIATING AGENTS CONCERNING THE POSITION TO BE TAKEN BY OR ON BEHALF OF THE PUBLIC BODY IN NEGOTIATING (I) THE PRICE AND OTHER MATERIAL TERMS OF A CONTRACT OR PROPOSED CONTRACT FOR THE ACQUISITION OF REAL PROPERTY BY PURCHASE, OPTION, EXCHANGE, OR LEASE.

ADDITIONAL AGENDA DETAILS:

Specifically, the Council will discuss a potential real estate transaction.

FROM:

Jeff Batton

DATE OF MEMO:

8/1/2017

MEMO DETAILS:

This closed session is to discuss a potential real estate transaction that may be in the public's best interest. More specifically to discuss a potential land swap and or cash offer on a parcel within Village limits.