



**VILLAGE COUNCIL
AGENDA FOR REGULAR MEETING OF JULY 25, 2023
ASSEMBLY HALL
395 MAGNOLIA RD. PINEHURST, NC 28374
PINEHURST, NORTH CAROLINA
4:30 PM**

1. Call to Order.
2. Invocation by Hugh Tudor-Foley and Pledge of Allegiance led by Mayor John Strickland
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. Approval of Village Council Meeting Minutes
 July 11, 2023 Council Regular Meeting Minutes
 July 11, 2023 Council Work Session Minutes
 July 11, 2023 Council Closed Session Minutes
- B. FY2023 Bi-Annual Public Safety Reports
 FY2023 Bi-Annual Fire Report
 FY2023 Bi-Annual Police Report

End of Consent Agenda.

5. Discuss and Consider Resolution #23-30 Appointment to the Pinehurst Neighborhood Advisory Committee (Julia Kane - Old Town East)
6. Discuss and Consider Resolution #23-32 Appointment to the Pinehurst Neighborhood Advisory Committee (Anne Bourne - West Lake Pinehurst)
7. Discuss and Consider Resolution #23-33 Appointment to the Pinehurst Neighborhood Advisory Committee (Fiona Fuller - Clarendon Gardens)
8. Discuss and Consider Resolution #23-34 Appointment to the Pinehurst Neighborhood Advisory Committee (Caroll Brammer - East Lake Pinehurst)
9. Discuss and Consider Resolution #23-35 Appointment to the Pinehurst Neighborhood Advisory Committee (Michael Ethridge- Monticello)
10. Discuss and Consider Resolution #23-36 Appointment to the Pinehurst Neighborhood Advisory Committee (Kimberly Davis - Pinehurst No. 7)

11. Discuss and Consider Ordinance #23-18 Amending the FY 2024 Budget for Reappropriations from FY 2023
12. Discuss and Consider Appointments to the SAMPO Formation Committee
13. Other Business.
14. Comments from Attendees.
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.



**COUNCIL
ADDITIONAL AGENDA DETAILS:**

ATTACHMENTS:

Description

- ▣ 2023 Key Partners and Collaborators



Council Member to Report	Partners & Collaborators
John Strickland	Convention and Visitors Bureau
	FirstHealth
	*Moore County, NC - Rotating
	Moore County Transportation Committee
	NCDOT/TARPO
	*Neighborhood Advisory Committee - Rotating
	*North Carolina - Rotating
	Partners in Progress
	Pinehurst Resort
Patrick Pizzella	*Moore County, NC - Rotating
	NCDOT/TARPO
	*Neighborhood Advisory Committee - Rotating
	*North Carolina - Rotating
	Partners in Progress
	Tri-Cities Work Group (Pinehurst, So. Pines, Aberdeen)
Jane Hogeman	Beautification Committee
	Chamber of Commerce
	*Moore County, NC - Rotating
	*Neighborhood Advisory Committee - Rotating
	*North Carolina - Rotating
	Pinehurst Business Partners
	Tri-Cities Work Group (Pinehurst, So. Pines, Aberdeen)
Lydia Boesch	Bicycle and Pedestrian Advisory Committee
	Convention and Visitors Bureau
	*Moore County, NC - Rotating
	*Neighborhood Advisory Committee - Rotating
	*North Carolina - Rotating
Jeff Morgan	FirstHealth
	*Moore County, NC - Rotating
	Moore County Schools
	*Neighborhood Advisory Committee - Rotating
	*North Carolina - Rotating
	Triangle J. COG



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

July 11, 2023 Council Regular Meeting Minutes
July 11, 2023 Council Work Session Minutes
July 11, 2023 Council Closed Session Minutes

FROM:

Kelly Chance

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

7/17/2023

MEMO DETAILS:

The draft minutes for the July 11th Council Regular, Work Session, and Closed Session minutes are attached for Council consideration.

ATTACHMENTS:

Description

- ☐ July 11, 2023 Council Regular Meeting (Draft)
- ☐ July 11, 2023 Council Work Session Minutes (Draft)



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF JULY 11, 2023
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 11, 2023, 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
Mr. Jeff Morgan, Councilmember via Zoom Platform
Ms. Lydia Boesch, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Kelly Chance, Village Clerk

Councilmember Jane Hogeman was absent with an excused medical absence.

And approximately 16 attendees, including 7 staff and 1 press.

1. Call to Order.

Mayor Strickland called the Village Council meeting to order.

2. Reports:

Village Manager

- Mr. Jeff Sanborn, Village Manager, reported the Parks & Recreation Master Plan is nearing completion and an Open House will take place on July 27, 2023 – 5-7 pm, at the Community Center, to allow the community to provide feedback and comments to help move forward with final changes. He stated we also have some vacancies remaining to be filled for the Village of Pinehurst Neighborhood Advisory Committee. He noted that the areas that have received no response from the community is Lake Pinehurst East and the Pinehurst South area.

Village Council

- Mayor Strickland reported he met with the Given Tufts Library Foundation, along with Jeff Sanborn and Mayor Pro Tem Pizzella, to speak about fundraising. He stated they met with the NCLM about the legislation that would have taken power from the municipalities in terms of ETJ functions. He also noted that Councilmember Jane Hogeman had a medical incident on June 30th and will be absent from tonight's meeting. He further stated that the US Adaptive Open is underway at Pinehurst No. 6.
- Mayor Pro Tem Pizzella reported he attended the Beautification Committee meeting and noted the Warren H. Manning Award process is underway. He stated he spoke with Pinehurst No. 6 about any

storm damage prior to the US Adaptive Opening and thanked the Village for their helpfulness.

- Councilmember Boesch reported that she attended the BPAC meeting and discussed the walkway that is going in on Pine Vista from Burning Tree to the Greenway on Linden. She stated we received an excellent report from the National Park Service on our Landmark status. She noted that the village will be focusing on keeping our pedestrians and cyclists safer as we work through the Parks and Recreation Master Plan.
- Councilmember Morgan reported he and his family are keeping Ms. Hogeman in their prayers. He stated he is appreciative of the work the Village staff did in ensuring the Fourth of July festivities were enjoyable.

3. **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
- June 27, 2023, Council Regular Meeting
 - June 27, 2023, Council Work Session
 - June 27, 2023, Council Closed Session

End of Consent Agenda.

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved the Consent agenda by a vote of 4-0.

4. **Discuss and Consider Resolution #23-28 Appointment to the Pinehurst Neighborhood Advisory Committee (Carolyn Jamison – North Lake Pinehurst).**

Jeff Sanborn, Village Manager, reported the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee in April 2023, which created a need to fill a vacancy to represent the North Lake Pinehurst area. He stated interviews of candidates occurred during the month of June and staff is seeking Council's consideration of Ms. Carolyn Jamison to serve at this representative, for a term of two (2) years. He noted Ms. Jamison has served on the NAC representing the Pinehurst Civic Group, as well as performing the duties of an NAC alternate for the Oakmont Circle neighborhood.

Mr. Sanborn introduced Ms. Carolyn Jamison to Council members. Council thanked Ms. Jamison for her willingness to serve and proceeded with a vote.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Morgan, Council unanimously approved Resolution 23-28, appointment of Carolyn Jamison as a representative of the North Lake Pinehurst area on the Pinehurst Neighborhood Advisory Committee for a two-year term, by a vote of 4-0.

5. **Discuss and Consider Resolution #23-29 Appointment to the Pinehurst Neighborhood Advisory Committee (Jennifer Tomilin – Donald Ross).**

Jeff Sanborn, Village Manager, reported candidates were interviewed by the committee for the Donald Ross neighborhood, and the committee is requesting Council consider Jennifer Tomilin as the appointment for representative for the Donald Ross neighborhood. He stated interviews of candidates occurred during the month of July and staff is requesting Council approve Ms. Tomilin for a term of two (2) years. He noted Ms. Tomilin has served on the NAC as an alternate representing the Donald Ross area in the past year.

Mr. Sanborn introduced Ms. Tomilin to Council members. Council thanked Ms. Tomilin for her willingness to

serve and proceeded with a vote.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Resolution 23-29, appointment of Jennifer Tomilin as a representative of the Donald Ross area on the Pinehurst Neighborhood Advisory Committee for a two-year term, by a vote of 4-0.

6. Presentation and Discussion with Oakley Collier Architects Regarding the Library and Archives.

Doug Willardson, Assistant Village Manager, introduced Oakley Collier Architect representatives to Council: Anne Collier, Matthew Oakley, and Rebecca Linker. The consultants stated they have gone through all of the initial staff and programming interviews with council and the staff of the library, as well as the users in the project, and the foundation board. They noted they have gone through the existing building and analyzed the suitability of the existing library building for use for the future.

Matthew Oakley provided the existing building analysis of the Given Library facility. He noted that some of the building issues are its remote accessible entry, non-compliant toilets, limited growth capacity, and its expansion feasibility. He noted other concerns where the inability to expand the existing facility due to the Landmark status. Mr. Oakley stated that the increased need for volumes for the new library in conjunction with the additional program space needed for the library and the room needed for the archives and museum, it was determined that the facility should be split into two locations. Mr. Oakley stated the Tufts archives would remain in the current facility.

Rebecca Linker presented the Conceptual floor plan for the existing facility which would house a History Museum and Visitor's Center. She noted there would be research archives, exhibit space, retail space, multi-purpose space, fully accessible facilities, and enhanced connection to Village Green.

Matthew Oakley presented land options for the new facility which would house the library.

Option 1 – 55 Rattlesnake Trail, 0.92 acres

- pros are property owned by village; lower grade of slope.
- Cons are no direct access to village hall area and cannot meet zoning ordinances for parking. – not feasible

Option 2 – Magnolia Road 3.6 acres

- pros are property owned by Village, flatter site, proximity to Cannon Park
- cons are existing garage structure, distance from Village Hall, and space for parking on site is limited due to slope and grade fall.

Option 3 – Magnolia Road – 7.5 acres

- pros are property owned by village, views from building, central option, space for amphitheater, relocation of right of way/street connection to avoid intersection in curve, and shared parking with arboretum.
- cons are lower part of site has a creek and steep grade change.

Anne Collier presented the new library program attributes which called for a minimum program area of 9,038 square foot space, increase to 36,000 volumes, meeting spaces, study rooms, separate children's program space, storage and work room/offices, independent parking on site, and a "living room". Mayor Pro Tem Pizzella questioned the number of increases from 10000 to 36000 volumes. Audrey Moriarty, Given Library Director stated the library needs to expand the book number if we want to properly serve our community. Mr. Jeff Sanborn stated that our circulation is undersized, and we are taking into consideration the thought that the Village will continue to grow, leading to increased program need and facility size.

Ms. Collier presented the floor plan conceptual drawings for a 1-story and a 2-story option. The 2-story option calls for increased square footage to 11,850. Upon viewing each option, Council members requested a walk-through of two of the proposed sites be scheduled and staff will proceed with scheduling that before the next report.

7. **Discuss and Consider Ordinance #23-17, Amending the FY2024 Budget for GASB 96 IT Subscriptions.**

Dana Van Nostrand, Finance Director, reported the FY 2024 Budget was developed before the analysis of IT software subscriptions was complete in accordance with the Village's adoption of GASB Statement No. 96, *Subscription-Based IT Arrangements*. She stated the analysis is complete and the FY 2024 budget that was adopted on June 13, 2023, needs to be amended to:

- Add a Capital Outlay: Subscription Asset budget for the Police Department for three new software subscriptions being purchased and paid in advance in FY 2024. The capital outlay budget is partially offset by a reduction in the IT Repairs & Maintenance (R&M) Equipment budget allocated for one year's worth of these multi-year subscriptions that are being paid in advance. The Fund Balance Appropriation budget is being increased for the difference (i.e., the amount of the advance payment in FY 2024 that represents future years' subscriptions).
- Transferring the budget for existing software applications that were identified as GASB 96 subscriptions in FY 2023 from the IT R&M Equipment budget line to Debt Service Principal & Interest. Per GASB 96, each year's subscription payment needs to be recorded as debt service.
- Reducing the IT internal service allocations for the previous two items.

Ms. Van Nostrand reported the FY 2024 budget also includes funding for new Solid Waste routeware software. She noted the specific application has not been selected yet. She stated that if the software selected is required to be reported under GASB 96, a separate budget amendment will be presented to Council for approval at that time.

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Ordinance 23-17, amending the FY2024 Budget for GASB 96 IT Subscriptions, by a vote of 4-0.

8. **Discuss and Consider Janitorial Services Contract.**

Mark Wagner, Parks & Recreation Director, presented a renewal for a contract providing cleaning services at the Fair Barn for FY24. He stated the contract with Sandhills Services was approved in FY23 and renews annually for the next four years. He noted terms and conditions remain the same while the rate increase reflects a 3% CPI adjustment per the contract terms.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Morgan, Council unanimously approved the mayor or his designee to execute a contract renewal for janitorial services for the Fair Barn, with Sandhills Services, as presented, by a vote of 4-0.

9. **Other Business**

Mayor Pro Tem Pizzella asked about progress on process for advisory board meeting appointments. Mayor Strickland reported he will be working with Councilmember Morgan, in Councilmember Hogeman's absence to move forward with the work they have started.

10. **Comments from Attendees.**

- Lynn Goldhammer, Pinehurst resident, addressed Council about the likelihood of having the library

working in the current facility, if the archives were removed from it. She also stated she is in favor of the close location to the community center and park area and would like to see a pull-up area in the front of the library.

11. Motion to Adjourn

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to adjourn the regular meeting by a vote of 4-0 at 6:26 p.m.

Respectfully Submitted,

Kelly Chance,
Village Clerk

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

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**VILLAGE COUNCIL
MINUTES FOR WORK SESSION OF JULY 11, 2023
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

The Pinehurst Village Council held a Work Session Meeting at 6:37 p.m., Tuesday, July 11, 2023, 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
Mr. Jeff Morgan, Councilmember
Ms. Lydia Boesch, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Kelly Chance, Village Clerk

Councilmember Jane Hogeman was absent with an excused medical absence.

And approximately 9 attendees, including 7 staff and 1 press

1. Call to Order.

Mayor Strickland called the Village Council meeting to order.

2. Discuss Downtown Truck Deliveries.

Jeff Sanborn, Village Manager provided Councilmembers with some data from three cameras downtown set to evaluate the length of time trucks and delivery vehicles are parked in loading zones and on the street. He noted that due to battery length, they were only able to capture data for four days on one camera, five days on another, and the third was not putting time stamps on so the data is skewed. It was noted that per the data collected, there did not appear to be a problem with the deliveries lasting long periods of time, nor causing disruptions to the flow of traffic.

Council requested the Pinehurst Business Partners be asked for input and more data be sought to ensure there is not a problem with traffic disruption and store front disruption.

3. Other Work Session Business

- Mayor Strickland provided an update on the partnership with Dornoch, Scotland. He stated he sent the Village approved agreement to Scotland and they have returned it. He stated they will be writing a letter to each other on founding days to let them know what is going on in our communities. He stated the Mayor of Dornoch asked if there would be a future opportunity to meet. Mayor Strickland stated he is going to go the middle of September on a personal trip and will have the opportunity to meet him. He stated there are some golf players from Scotland that come, often annually, and he was going to check to see when they would be here next.

4. Potential Future Agenda Items

- Mayor Pro Tem Pizzella asked for an Update on the USGA Building and the US Open.

5. Adjournment.

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to adjourn the work session at 6:57 p.m., by a vote of 4-0.

Respectfully Submitted,

Kelly Chance,
Village Clerk

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

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**FY2023 BI-ANNUAL PUBLIC SAFETY REPORTS
ADDITIONAL AGENDA DETAILS:**

FY2023 Bi-Annual Fire Report
FY2023 Bi-Annual Police Report

FROM:

Kelly Chance

CC:

Jeff Sanborn and Village Council

DATE OF MEMO:

7/19/2023

MEMO DETAILS:

The FY2023 Bi-Annual Public Safety Reports for the months January 2023 through June 2023 are attached for review and Council approval.

ATTACHMENTS:

Description

- ☐ FY2023 Bi-Annual Police Report
- ☐ FY2023 Bi-Annual Fire Report

Police Department FY-2023 Report to Council

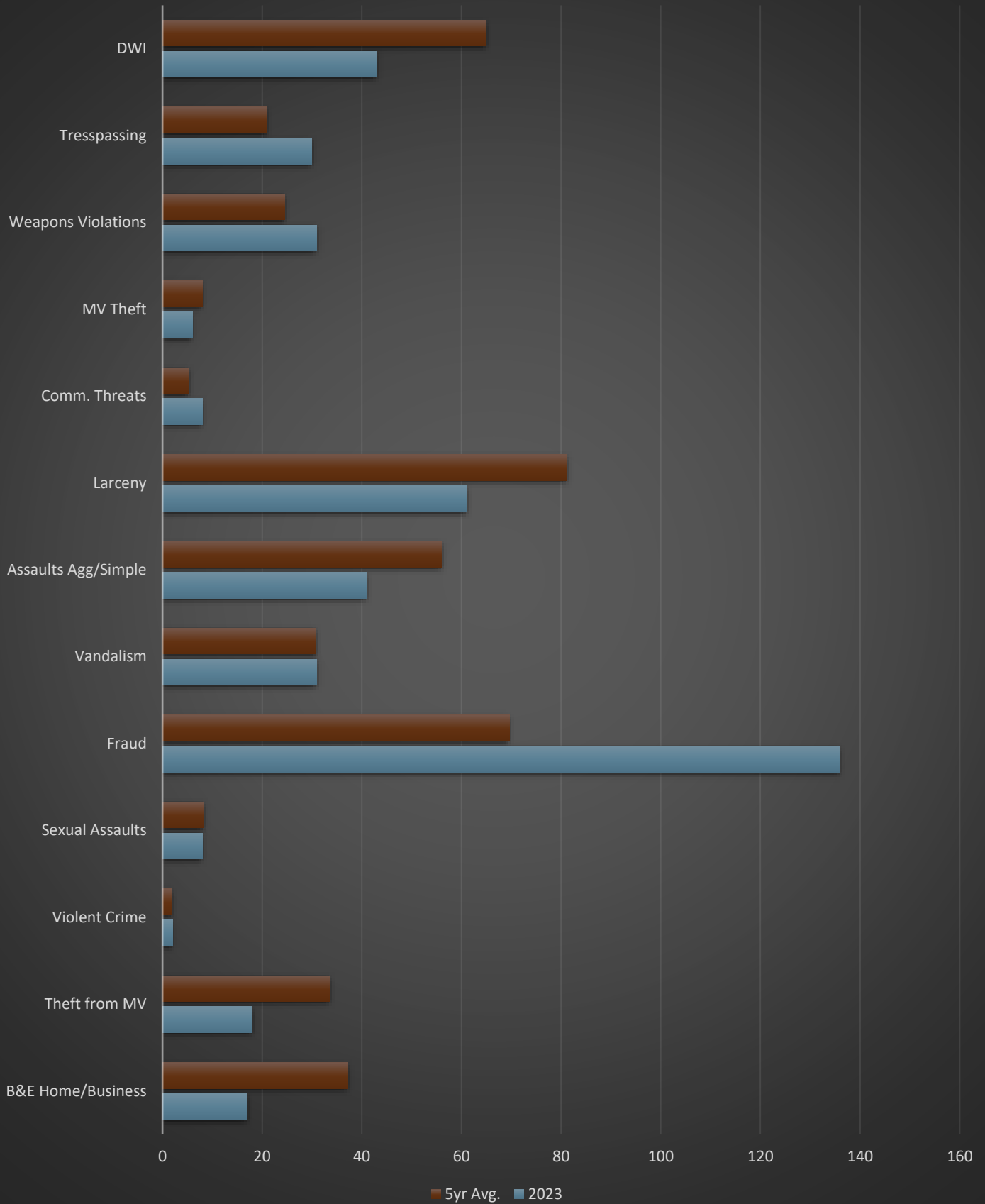


Prepared by
Chief Glen Webb

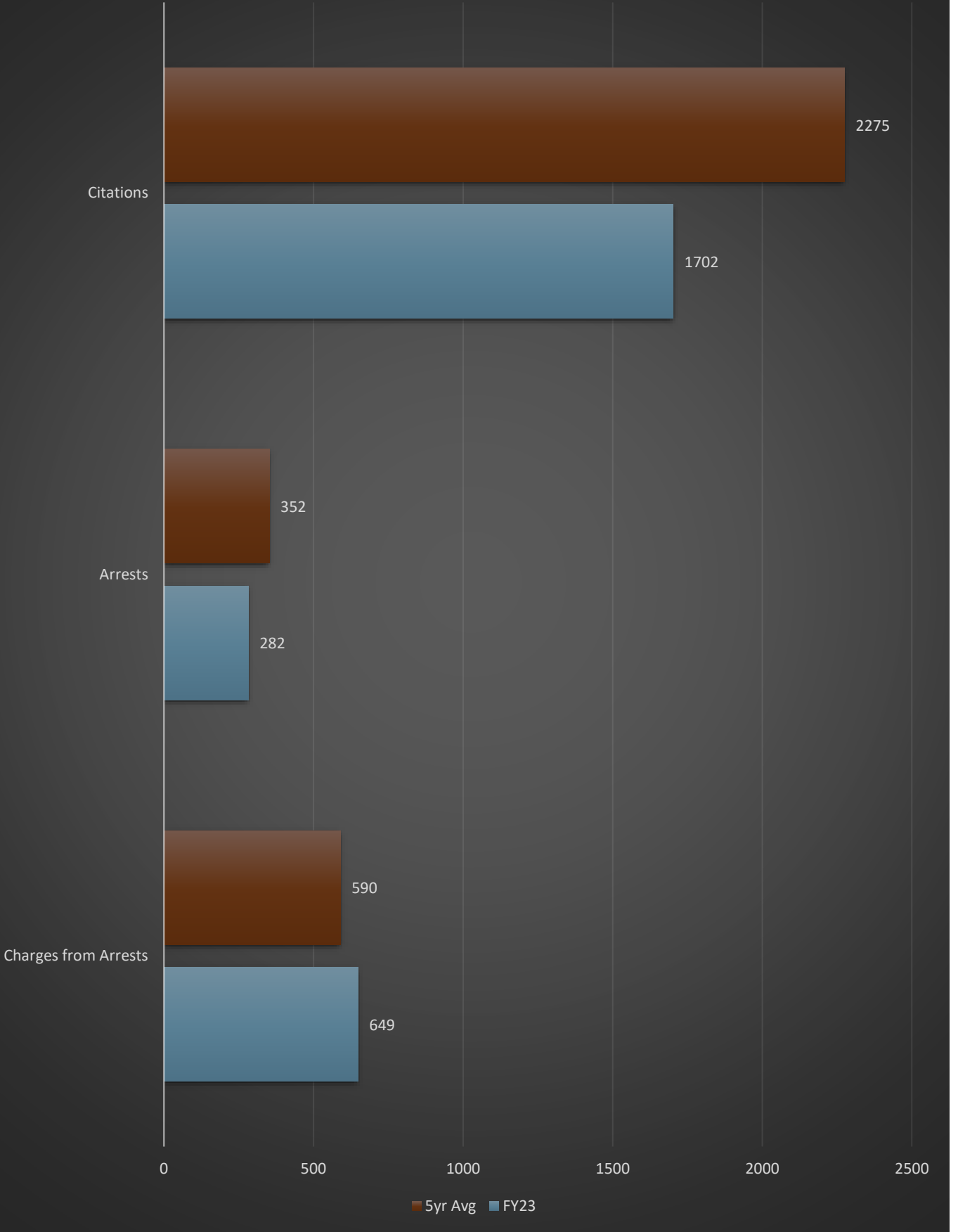
7.18.2023

Pinehurst Police Fiscal Year 2023 Report (With Previous 5 Year Avg.)

FY23 Crime Report



Citations/Arrests FY23



Summary

For the fiscal year ending June 30, 2023, crime has remained low. We saw decreases in Burglary/Breaking and Entering as well as thefts from vehicle breaking and entering. The percentage change compared to the average of the previous 5 fiscal years is -54%. Fraud is still a concern as our population is often the target of scams. What we see are not scams that require interaction with our citizens which makes them nearly impossible to stop on our end because they aren't behavior related. Most are discovered after the fact and are products of international networks, for example, data breaches that result in new accounts being open.

Below I have inserted our customer satisfaction rating. We have continued using Power Engage which sends text messages to callers who request police services. Our response rate for FY2023 is 47% with a 90% positivity rate. Normally in surveys, people who have a negative experience are more motivated to respond. This rating is a testament to the performance of our officers and their commitment to our core values of Service, Initiative, Teamwork, and Improvement.

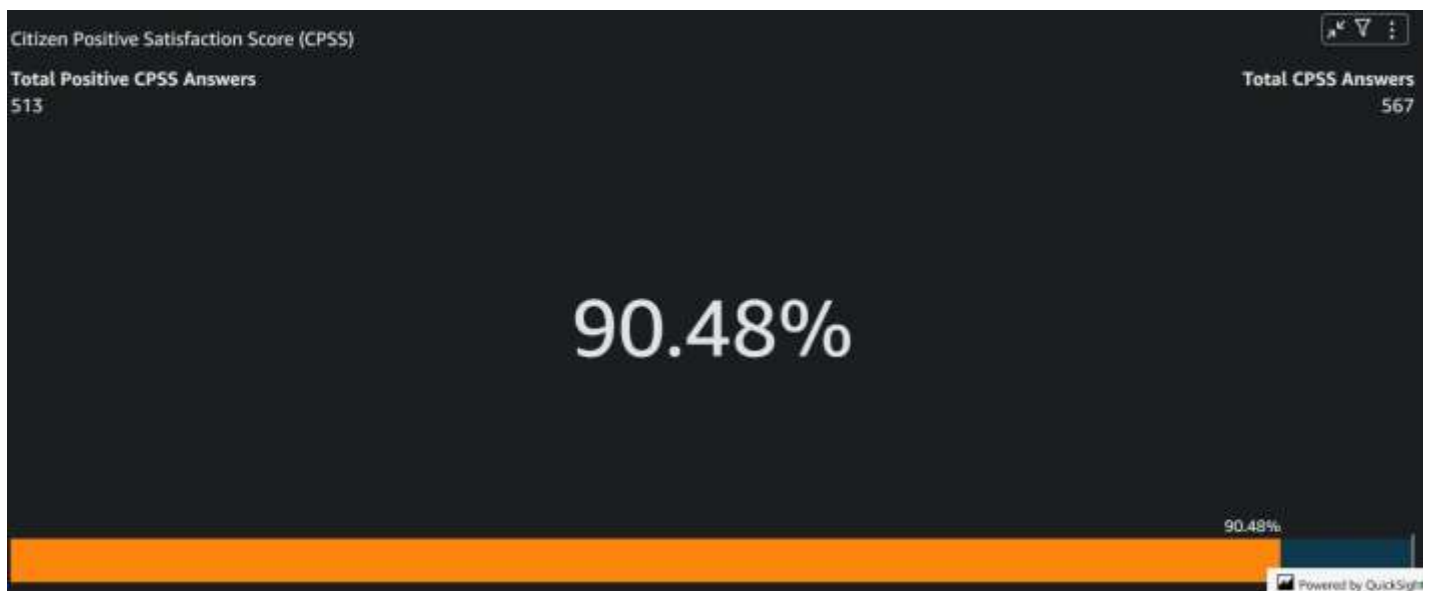
Definitions

RMS: Records Management System. Stores all reports and is the source for the analytic data in the tables.

IBR: Incident Based Reporting. The method for reporting incidents of crime established through the federal government. This information is fed to NIBRS, National Incident Based Reporting System. This is an attempt to standardize crime reporting across the nation. It is a switch from the previous method of UCR (Uniform Crime Reporting).

CAD: Computer Aided Dispatch, is how officer dispatches are recorded. Each call is retained with some detail. Though not every call has an incident report, every call our officers respond to is recorded in the CAD.

Customer Satisfaction





PINEHURST FIRE DEPARTMENT

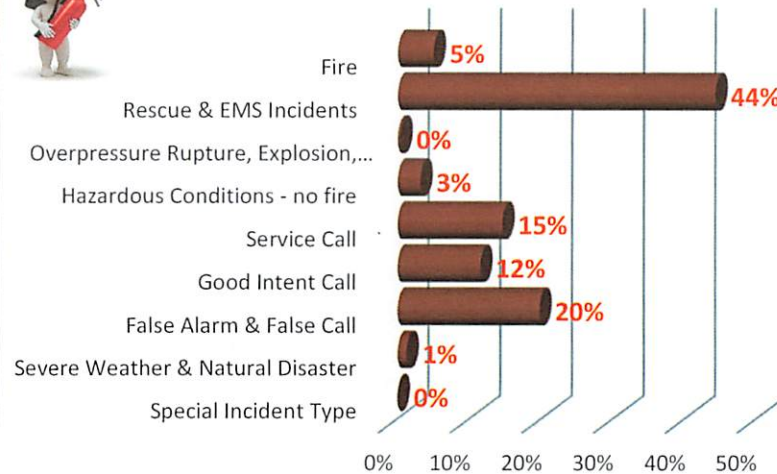
Year By The Numbers - FY 2023



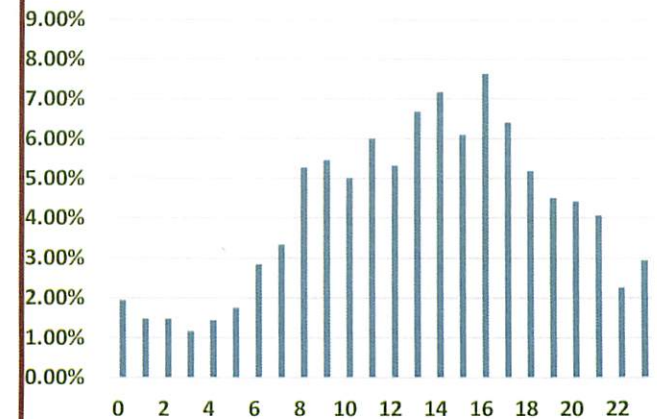
Calls for Service **2214**
Overlapping Incidents **24.98%**
Busiest day of Week **FRI**
Busiest Hour of Day **4PM**
Times Staff Recalled **19**



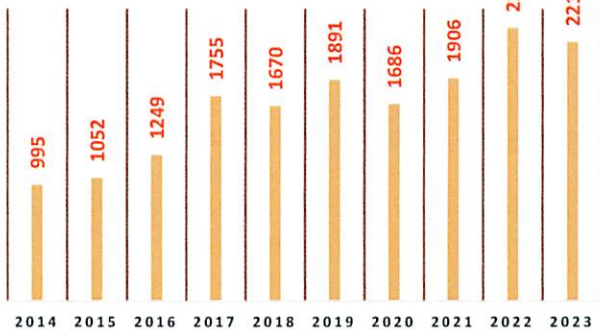
% of Calls for Service (CFS)



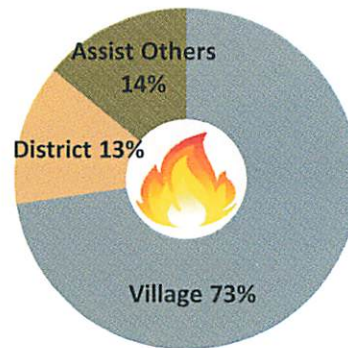
% CFS BY HOUR OF DAY



10 YEAR COMPARISON



LOCATION OF CFS



State
Mandated
Inspections
Completed
128

Plan Reviews,
Compliance,
Consultations
554



Days Since Last Lost Time
Accident in FD **1233**

YTD Training Hours
IN HOUSE **7770** ADVANCE **969**



Public Awareness Contacts
43,895



**DISCUSS AND CONSIDER RESOLUTION #23-30 APPOINTMENT TO THE
PINEHURST NEIGHBORHOOD ADVISORY COMMITTEE (JULIA KANE -
OLD TOWN EAST)
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Chance

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

7/20/2023

MEMO DETAILS:

The Village of Pinehurst's officially reorganized the Neighborhood Advisory Committee in April 2023, which created a need to fill a vacancy to represent the Old Town East area. Interviews of candidates occurred during the month of June & July and staff is seeking Council's consideration of Ms. Julia Kane to serve as this representative, for a term of two (2) years.

ATTACHMENTS:

Description

- ▣ Resolution 23-30 Appointment NAC (Kane)

RESOLUTION #23-30:

**A RESOLUTION REGARDING APPOINTMENT TO THE PINEHURST NEIGHBORHOOD
ADVISORY COMMITTEE REPRESENTING THE OLD TOWN EAST AREA.**

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, there is a need to fill a vacancy on the Neighborhood Advisory Committee to represent the Old Town East designated area; and

WHEREAS, Ms. Julia Kane and the Village Council of Pinehurst are desirous of Ms. Kane serving as a representative of the Old Town East area on the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 25th day of July 2023 as follows:

SECTION 1. That the following appointment is hereby made to the Neighborhood Advisory Committee for the term indicated:

Ms. Julia Kane is appointed as a representative of the Old Town East area on the Neighborhood Advisory Committee, effective July 25, 2023, said term to expire June 30, 2025.

THIS RESOLUTION passed and adopted this the 25th day of July 2023.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney



**DISCUSS AND CONSIDER RESOLUTION #23-32 APPOINTMENT TO THE
PINEHURST NEIGHBORHOOD ADVISORY COMMITTEE (ANNE BOURNE
- WEST LAKE PINEHURST)
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Chance

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

7/20/2023

MEMO DETAILS:

The Village of Pinehurst's officially reorganized the Neighborhood Advisory Committee in April 2023, which created a need to fill a vacancy to represent the West Lake Pinehurst area. Interviews of candidates occurred during the month of June & July and staff is seeking Council's consideration of Ms. Anne Bourne to serve as this representative, for a term of two (2) years.

ATTACHMENTS:

Description

- ▣ Resolution 23-32 Appoint NAC member (Bourne)

RESOLUTION #23-32:

**A RESOLUTION REGARDING APPOINTMENT TO THE PINEHURST NEIGHBORHOOD
ADVISORY COMMITTEE REPRESENTING THE WEST LAKE PINEHURST AREA.**

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, there is a need to fill a vacancy on the Neighborhood Advisory Committee to represent the West Lake Pinehurst designated area; and

WHEREAS, Ms. Anne Bourne and the Village Council of Pinehurst are desirous of Ms. Bourne serving as a representative of the West Lake Pinehurst area on the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 25th day of July 2023 as follows:

SECTION 1. That the following appointment is hereby made to the Neighborhood Advisory Committee for the term indicated:

Ms. Anne Bourne is appointed as a representative of the West Lake Pinehurst area on the Neighborhood Advisory Committee, effective July 25, 2023, said term to expire June 30, 2025.

THIS RESOLUTION passed and adopted this the 25th day of July 2023.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney



**DISCUSS AND CONSIDER RESOLUTION #23-33 APPOINTMENT TO THE
PINEHURST NEIGHBORHOOD ADVISORY COMMITTEE (FIONA
FULLER - CLARENDON GARDENS)
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Chance

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

7/20/2023

MEMO DETAILS:

The Village of Pinehurst's officially reorganized the Neighborhood Advisory Committee in April 2023, which created a need to fill a vacancy to represent the Clarendon Gardens area. Interviews of candidates occurred during the month of July and staff is seeking Council's consideration of Ms. Fiona Fuller to serve as this representative, for a term of two (2) years.

ATTACHMENTS:

Description

- ▣ Resolution 23-33 Appoint NAC member (Fuller)

RESOLUTION #23-33:

**A RESOLUTION REGARDING APPOINTMENT TO THE PINEHURST NEIGHBORHOOD
ADVISORY COMMITTEE REPRESENTING THE CLARENDON GARDEN AREA.**

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, there is a need to fill a vacancy on the Neighborhood Advisory Committee to represent the Clarendon Garden designated area; and

WHEREAS, Ms. Fiona Fuller and the Village Council of Pinehurst are desirous of Ms. Fuller serving as a representative of the Clarendon Garden area on the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 25th day of July 2023 as follows:

SECTION 1. That the following appointment is hereby made to the Neighborhood Advisory Committee for the term indicated:

Ms. Fiona Fuller is appointed as a representative of the Clarendon Garden area on the Neighborhood Advisory Committee, effective July 25, 2023, said term to expire June 30, 2025.

THIS RESOLUTION passed and adopted this the 25th day of July 2023.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney



**DISCUSS AND CONSIDER RESOLUTION #23-34 APPOINTMENT TO THE
PINEHURST NEIGHBORHOOD ADVISORY COMMITTEE (CAROLL
BRAMMER - EAST LAKE PINEHURST)
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Chance

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

7/20/2023

MEMO DETAILS:

The Village of Pinehurst's officially reorganized the Neighborhood Advisory Committee in April 2023, which created a need to fill a vacancy to represent the East Lake Pinehurst area. Interviews of candidates occurred during the month of July and staff is seeking Council's consideration of Ms. Carroll Brammer to serve as this representative, for a term of two (2) years.

ATTACHMENTS:

Description

- Resolution 23-34 Appointment NAC member (Brammer)

RESOLUTION #23-34:

**A RESOLUTION REGARDING APPOINTMENT TO THE PINEHURST NEIGHBORHOOD
ADVISORY COMMITTEE REPRESENTING THE EAST LAKE PINEHURST AREA.**

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, there is a need to fill a vacancy on the Neighborhood Advisory Committee to represent the East Lake Pinehurst designated area; and

WHEREAS, Ms. Caroll Brammer and the Village Council of Pinehurst are desirous of Ms. Brammer serving as a representative of the East Lake Pinehurst area on the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 25th day of July 2023 as follows:

SECTION 1. That the following appointment is hereby made to the Neighborhood Advisory Committee for the term indicated:

Ms. Caroll Brammer is appointed as a representative of the East Lake Pinehurst area on the Neighborhood Advisory Committee, effective July 25, 2023, said term to expire June 30, 2025.

THIS RESOLUTION passed and adopted this the 25th day of July 2023.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney



**DISCUSS AND CONSIDER RESOLUTION #23-35 APPOINTMENT TO THE
PINEHURST NEIGHBORHOOD ADVISORY COMMITTEE (MICHAEL
ETHRIDGE- MONTICELLO)
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Chance

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

7/20/2023

MEMO DETAILS:

The Village of Pinehurst's officially reorganized the Neighborhood Advisory Committee in April 2023. Mr. Tom Campbell completed his service on June 30, 2023, which created a need to fill a vacancy to represent the Monticello area. Interviews of candidates occurred during the month of July and staff is seeking Council's consideration of Michael Ethridge to serve as this representative, for a term of two (2) years.

ATTACHMENTS:

Description

- ▣ Resolution 23-35 Appoint NAC Representative (Monticello - Mike Ethridge)

RESOLUTION #23-35:

**A RESOLUTION REGARDING APPOINTMENT TO THE PINEHURST NEIGHBORHOOD
ADVISORY COMMITTEE REPRESENTING THE MONTICELLO AREA.**

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, Mr. Tom Campbell's term of service as the Monticello representative ended on June 30, 2023, and there is a need to fill this vacancy on the Neighborhood Advisory Committee to represent the Monticello designated area; and

WHEREAS, Mr. Michael Ethridge and the Village Council of Pinehurst are desirous of Mr. Ethridge serving as a representative of the Monticello area on the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 25th day of July 2023 as follows:

SECTION 1. That the following appointment is hereby made to the Neighborhood Advisory Committee for the term indicated:

Mr. Michael Ethridge is appointed as a representative of the Monticello area on the Neighborhood Advisory Committee, effective July 25, 2023, said term to expire June 30, 2025.

THIS RESOLUTION passed and adopted this the 25th day of July 2023.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney



**DISCUSS AND CONSIDER RESOLUTION #23-36 APPOINTMENT TO THE
PINEHURST NEIGHBORHOOD ADVISORY COMMITTEE (KIMBERLY
DAVIS - PINEHURST NO. 7)
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Chance

CC:

Jeff Sanborn and Council Members

DATE OF MEMO:

7/20/2023

MEMO DETAILS:

The Village of Pinehurst's officially reorganized the Neighborhood Advisory Committee in April 2023, which created a need to fill a vacancy to represent the Pinehurst No. 7 area. Interviews of candidates occurred during the month of July and staff is seeking Council's consideration of Ms. Kimberly Davis to serve as this representative, for a term of two (2) years.

ATTACHMENTS:

Description

- ▣ Resolution 23-36 Appointment NAC member (Davis)

RESOLUTION #23-36:

**A RESOLUTION REGARDING APPOINTMENT TO THE PINEHURST NEIGHBORHOOD
ADVISORY COMMITTEE REPRESENTING THE PINEHURST NO. 7 AREA.**

WHEREAS, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

WHEREAS, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11th day of April 2023; and

WHEREAS, there is a need to fill a vacancy on the Neighborhood Advisory Committee to represent the Pinehurst No. 7 designated area; and

WHEREAS, Ms. Kimberly Davis and the Village Council of Pinehurst are desirous of Ms. Davis serving as a representative of the Pinehurst No. 7 area on the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 25th day of July 2023 as follows:

SECTION 1. That the following appointment is hereby made to the Neighborhood Advisory Committee for the term indicated:

Ms. Kimberly Davis is appointed as a representative of the Pinehurst No. 7 area on the Neighborhood Advisory Committee, effective July 25, 2023, said term to expire June 30, 2025.

THIS RESOLUTION passed and adopted this the 25th day of July 2023.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney



**DISCUSS AND CONSIDER ORDINANCE #23-18 AMENDING THE FY 2024
BUDGET FOR REAPPROPRIATIONS FROM FY 2023
ADDITIONAL AGENDA DETAILS:**

FROM:

Dana Van Nostrand

CC:

Village Managers

DATE OF MEMO:

7/20/2023

MEMO DETAILS:

Please see the attached ordinance and memo requesting the reappropriation of unspent FY 2023 budgeted funds in FY 2024.

ATTACHMENTS:

Description

- ▣ FY 2024 Reappropriation Memo
- ▣ Ordinance #23-18 Reappropriation Budget Amendment



Memo

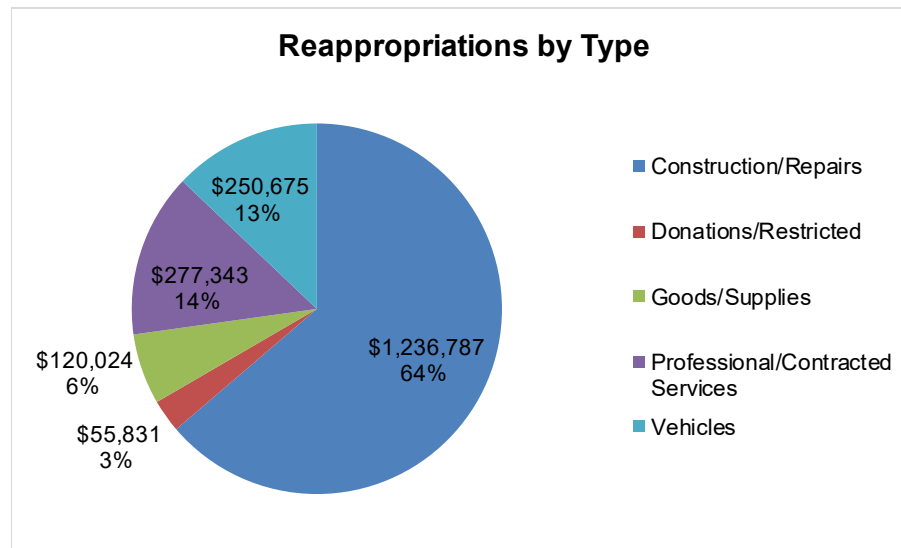
To: Village Council
From: Dana Van Nostrand
CC: Village Managers
Date: July 20, 2023
Re: Ordinance #23-18 Amending the FY 2024 Budget for the Reappropriation of Unspent Funds from the FY 2023 Budget

The Village had various projects and purchases underway that were budgeted in FY 2023 but not complete as of June 30, 2023. The unexpended funds from FY 2023 need to be carried over to the next fiscal year. Per NCGS, the appropriations for these projects lapse at the close of the fiscal year and the funds are added to the Village's fund balance. Funds to complete these projects must be reappropriated in the current fiscal year since they were not included in the FY 2024 budget that was initially adopted on June 13, 2023. Ordinance #23-18 presents the budget amendment required to amend the FY 2024 General Fund Budget for these projects.

The summary below indicates the projects and purchases included in the budget amendment ordinance:

<u>Department</u>	<u>Project</u>	<u>Amount</u>
Administration	Village Hall exterior staircase enclosure	\$ 24,890
Police	Police vehicle upfit delayed	16,471
Police	Raincoats delayed	5,404
Police	Unspent donations and Controlled Substance Tax funds	14,139
Police	Unspent Equitable Sharing funds	20,403
Fire	Turnout gear and boots delayed	27,300
Fire	Fire hose, mobile radios, and RIT packs delayed	78,477
Fire	Remaining air pack items will not arrive until late July/early August	6,199
Fire	Installation of electrical and landscaping for new storage building	16,455
Fire	Unspent donations	5,755
Public Services Admin	Stormwater management phase 1 work ongoing	5,815
Public Services Admin	Land survey and due diligence for 19 acre property	25,000
Streets & Grounds	Median mulching completed in July	20,612
Streets & Grounds	Develop/update EAP for Ponds 1 & 2 in progress	9,305
Streets & Grounds	Streetscape improvements	128,667
Streets & Grounds	Stormwater, intersection, and pedestrian facilities projects	999,575
Solid Waste	Garbage truck delayed. Received in July.	234,204
Planning	Small Area Plans and PDO rewrite services	205,200
Community Development	Promotional materials for glass recycling grant	2,644
Recreation	Genius system for new turf field to be installed in FY 2024	40,500
Recreation	Parks & Recreation master plan nearly complete	1,866
Recreation	Irrigation fixes for Cannon Park from turf field savings	25,000
Recreation	New funds donated in FY 2023	1,000
Recreation	Unspent Greenways Wildlife Habitat Program funds	8,057
Library & Archives	Unspent library & archives donations	6,477
Harness Track	Repairs to Barns 16, 17, 19	1,700
Information Technology	Accela consultant and Exchange server projects ongoing	9,545
		<u>\$ 1,940,660</u>

The graph below illustrates the reappropriation requests by type of expenditure:



Several departments (Police, Fire, Recreation, and Library & Archives) receive donations or other funds from external parties that have use restrictions. The unspent balance of these funds, including new donations received during FY 2023, need to be rolled forward to comply with the restrictions. The glass recycling grant received in FY 2023 also had a remaining balance of \$2,644 to be spent on promotional materials, including Village matching funds. These funds will be spent in July and covered by \$2,203 of grant funds.

Despite placing orders for vehicles and equipment early in the fiscal year, some items were not received by June 30 due to supply chain delays. The six Police vehicles budgeted in FY 2023 were all received within the fiscal year however some were not received in time to complete the upfit work by June 30. The garbage truck ordered in July 2022 was received in July 2023, requiring the funds to be reappropriated in FY 2024 to cover the purchase. Various uniform and small equipment items (goods and supplies) for the Police and Fire departments are also delayed.

There were multiple construction and repair projects in progress at the turn of the fiscal year, including the Village Hall exterior staircase enclosure, installation of electrical and landscaping to complete the new storage building behind the Fire station, and repairs to barns at the Harness Track. These projects will be completed in FY 2024.

The FY 2023 appropriations for downtown streetscape improvements, stormwater and intersection enhancements, and pedestrian facilities projects, totaling nearly \$1.5 million, were not fully expended in FY 2023. Plans for these funds were in progress during FY 2023 so work will ramp up in FY 2024. Management requests to reappropriate \$25 thousand of the unspent balance of \$282 thousand from the downtown stormwater and intersection enhancement funds to perform the land survey and due diligence for the 19-acre property on Murdocksville Road that is being considered for the public services relocation. This potential land acquisition was not considered in the FY 2024 budget however, the \$282 thousand was the remaining balance from the FY 2023 original appropriation for public services land acquisition that was amended in ordinance #23-07.

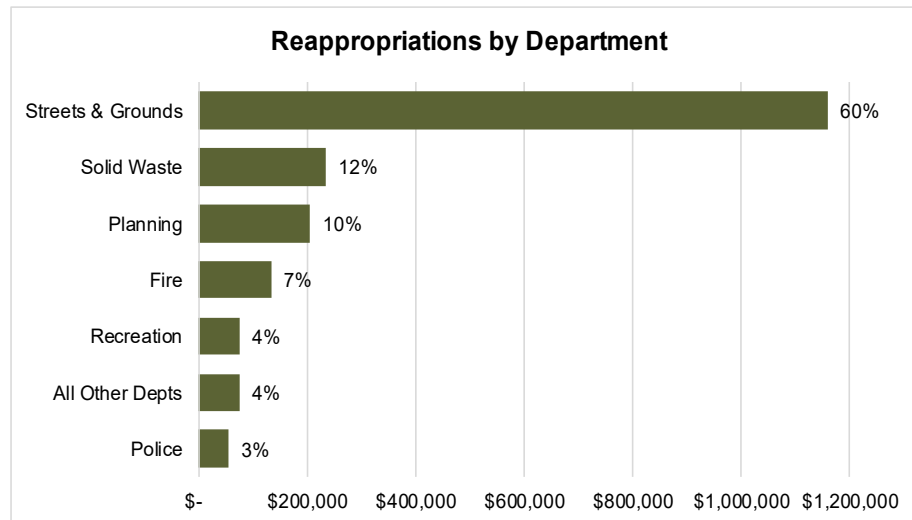
The synthetic turf field at Cannon Park was completed but one element of the project, the Genius system, which monitors field conditions and collects data on usage and maintenance, will be installed this fall. The turf field project came in under budget by \$195 thousand (after accounting for the Genius system roll forward). The Recreation department is requesting a reappropriation of \$25 thousand from these savings for irrigation repairs at Cannon Park which are needed but were not anticipated in the FY 2024 budget.

As of June 30, 2023, there were also several professional services and consulting projects underway that will be completed in FY 2024. These include phase 1 of the stormwater management plan, the emergency action plan for ponds 1 and 2, the small area plans, the Parks & Recreation master plan, and consulting services for



the Accela system and Exchange server IT projects. The reappropriation also includes \$200 thousand for the Pinehurst Development Ordinance (PDO) rewrite which was originally appropriated in FY 2022 and rolled forward to FY 2023. The PDO rewrite work was dependent on the completion of the small area plans. Management anticipates the professional services for this work will be procured in FY 2024.

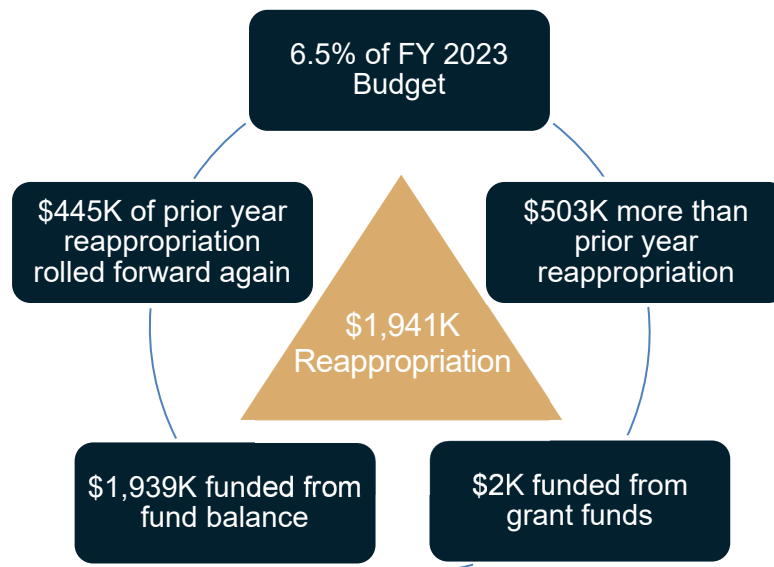
The graph below illustrates the reappropriation requests by department:



The significant dollars requested for the Streets & Grounds department fund capital investments that support Council's strategic objectives to enhance the appearance of public spaces, maintain high quality streets, and manage stormwater systems.

The total reappropriation of nearly \$2 million will be funded from fund balance, except for the \$2 thousand of glass recycling grant funds. This is \$503

thousand more than last year's reappropriation from FY 2022 to FY 2023 of \$1.4 million, primarily due to the large reappropriation for the stormwater, intersection enhancements, and pedestrian facilities projects this year. Of the total reappropriation, \$445 thousand was rolled over from FY 2022 to FY 2023 and the full amount is being rolled over again to FY 2024 (\$245 thousand for pedestrian facilities and \$200 thousand for the PDO rewrite).



Thank you for your consideration of these important requests that will continue to advance the Village's strategic priorities and services to its residents. Please contact me if you have any questions.

ORDINANCE #23-18:

AN ORDINANCE AMENDING THE ORDINANCE APPROPRIATING FUNDS FOR OPERATIONS OF THE VILLAGE OF PINEHURST FOR FISCAL YEAR 2024, REGARDING REVENUES AND EXPENDITURES OF THE GENERAL FUND (RE-APPROPRIATE FY 2023 FUNDS IN FY 2024).

THAT WHEREAS, funds that were restricted to specific uses were received by the Village in the fiscal year ending June 30, 2023 that were not expended but are expected to be expended in the fiscal year ending June 30, 2024 including Police donations, Fire donations, Library & Archives donations, Recreation donations, greenway wildlife habitat donations, Police controlled substance taxes, and Police equitable sharing funds; and

WHEREAS, the Village budgeted for expenditures in the fiscal year ending June 30, 2023 for various other projects that were not incurred, but are expected to be incurred in the fiscal year ending June 30, 2024; and

WHEREAS, the Village did not appropriate these funds in the original budget adopted for the year ended June 30, 2024 in Ordinance #23-14;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 25th day of July 2023, as follows:

SECTION 1. To amend the General Fund budgeted revenues and expenditures, the revenue and expenditure accounts are to be changed as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>
10-00-220-7220	Capital Outlay: B&G Buildings	\$ 24,890
10-10-310-7510	Capital Outlay: Fleet Vehicles	16,471
10-10-310-5310	Uniforms	5,404
10-10-310-5402	Departmental Supplies - Restricted	14,139
10-10-310-6803	Equitable Sharing Expenditures	20,403
10-10-320-5310	Uniforms	27,300
10-10-320-5400	Departmental Supplies	78,477
10-10-320-7400	Capital Outlay: Equipment	6,199
10-10-320-7200	Capital Outlay: Buildings	16,455
10-10-320-5402	Departmental Supplies - Restricted	5,755
10-20-410-5800	Professional Services	5,815
10-20-410-7100	Capital Outlay: Land	25,000
10-20-420-5300	Contracted Services	20,612
10-20-420-5800	Professional Services	9,305
10-20-420-7100	Capital Outlay: Land	128,667
10-20-420-7700	Capital Outlay: Infrastructure	999,575

<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>
10-30-510-7510	Capital Outlay: Fleet Vehicles	\$ 234,204
10-40-710-5800	Professional Services	205,200
10-40-720-5000	Advertising	2,644
10-80-610-7120	Capital Outlay: B&G Land	40,500
10-80-610-5800	Professional Services	1,866
10-80-610-5904	B&G Charges	25,000
10-80-610-5400	Departmental Supplies	1,000
10-80-610-6532	Greenways Wildlife Habitat	8,057
10-80-615-5402	Departmental Supplies - Restricted	6,477
10-80-620-5904	B&G Charges	1,700
10-00-980-5300	Contracted Services	9,545
10-00-960-3560	Charges to Other Departments	(250,675)
10-00-960-7500	Capital Outlay: Vehicles	250,675
10-00-970-3560	Charges to Other Departments	(92,090)
10-00-970-5900	R&M: Buildings & Grounds	26,700
10-00-970-7100	Capital Outlay: Land	40,500
10-00-970-7200	Capital Outlay: Buildings	24,890
10-00-980-3560	Charges to Other Departments	(9,545)
10-00-220-5911	IT Charges	800
10-00-230-5911	IT Charges	300
10-00-240-5911	IT Charges	900
10-10-310-5911	IT Charges	2,200
10-10-320-5911	IT Charges	1,645
10-10-330-5911	IT Charges	300
10-20-410-5911	IT Charges	500
10-20-420-5911	IT Charges	400
10-30-510-5911	IT Charges	300
10-80-610-5911	IT Charges	600
10-80-615-5911	IT Charges	400
10-80-620-5911	IT Charges	100
10-80-640-5911	IT Charges	200
10-40-710-5911	IT Charges	800
10-40-720-5911	IT Charges	100
	Total Expenditures	<u>\$ 1,940,660</u>
10-30-170-3360	Environmental Protection Grants	\$ (2,203)
10-00-190-3905	Fund Balance Appropriation	(1,938,457)
	Total Revenues	<u>\$ (1,940,660)</u>

SECTION 2. Copies of this budget amendment shall be furnished to the Village Clerk, Village Manager and to the Financial Services Director for their direction and implementation.

THIS ORDINANCE passed and adopted this 25th day of July 2023.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney



**DISCUSS AND CONSIDER APPOINTMENTS TO THE SAMPO
FORMATION COMMITTEE
ADDITIONAL AGENDA DETAILS:**

FROM:

Jeff Sanborn

CC:

Councilmembers

DATE OF MEMO:

7/23/2023

MEMO DETAILS:

This agenda item is to discuss the recommendation of a Councilmember to be appointed to the SAMPO Formation Committee as representative, and the choice of one to serve as an alternate. This recommendation will require a motion for approval.