



**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

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