



Council Member to Report	Partners & Collaborators
John Strickland	Moore County Transportation Committee
	Neighborhood Advisory Committee
	Pinehurst Resort
Judy Davis	Tri-Cities Work Group (Pinehurst, So. Pines, Aberdeen)
	FirstHealth
	Moore County
Lydia Boesch	Convention and Visitors Bureau
	Bicycle and Pedestrian Advisory Committee
Kevin Drum	Triangle J. COG
	Partners in Progress
	NCDOT/TARPO
Jane Hogeman	Beautification Committee
	Moore County Schools
	Pinehurst Business Partners

Police Department Monthly Report to Council April 2021

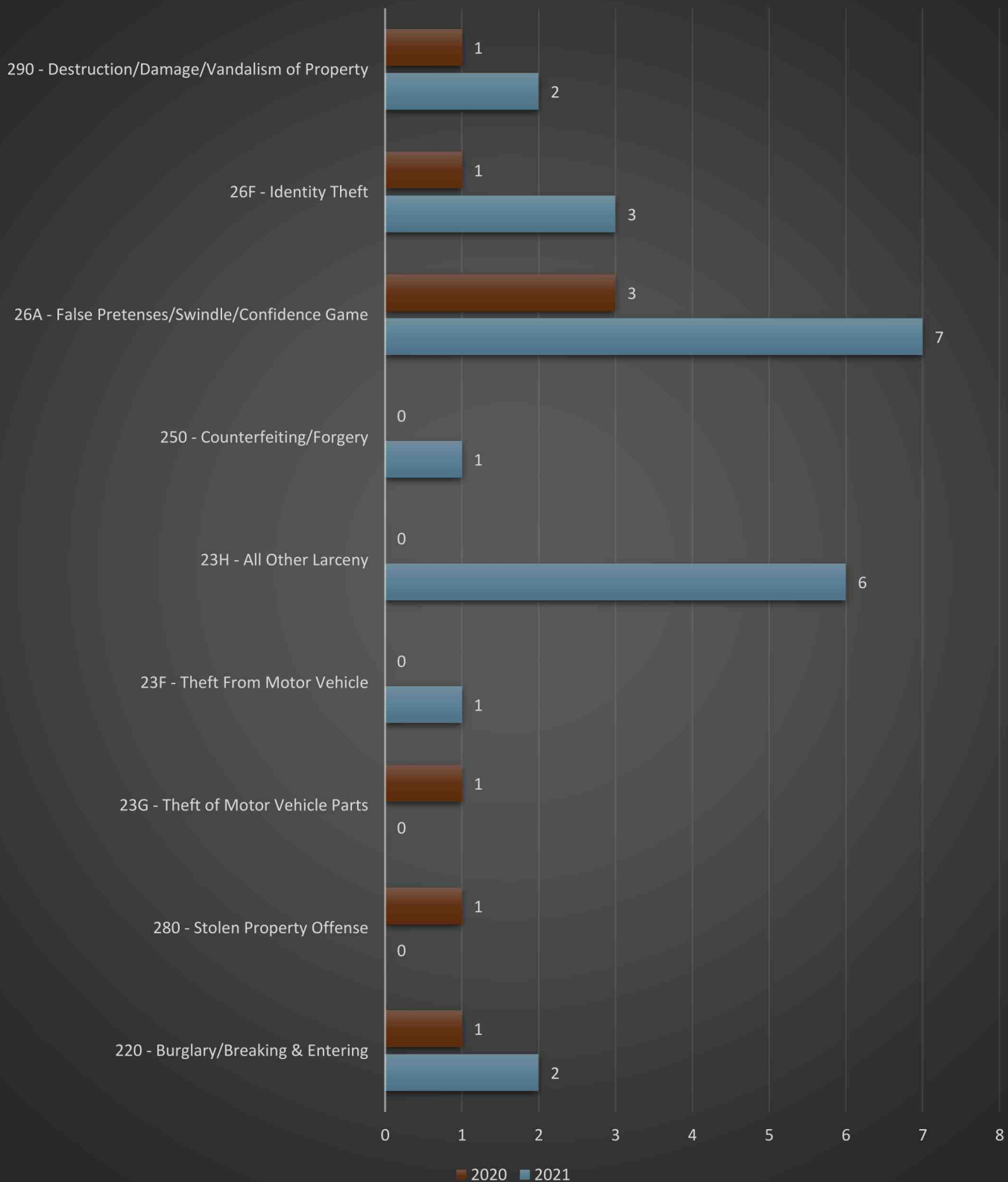


Prepared by
Chief Glen Webb

5.7.2021

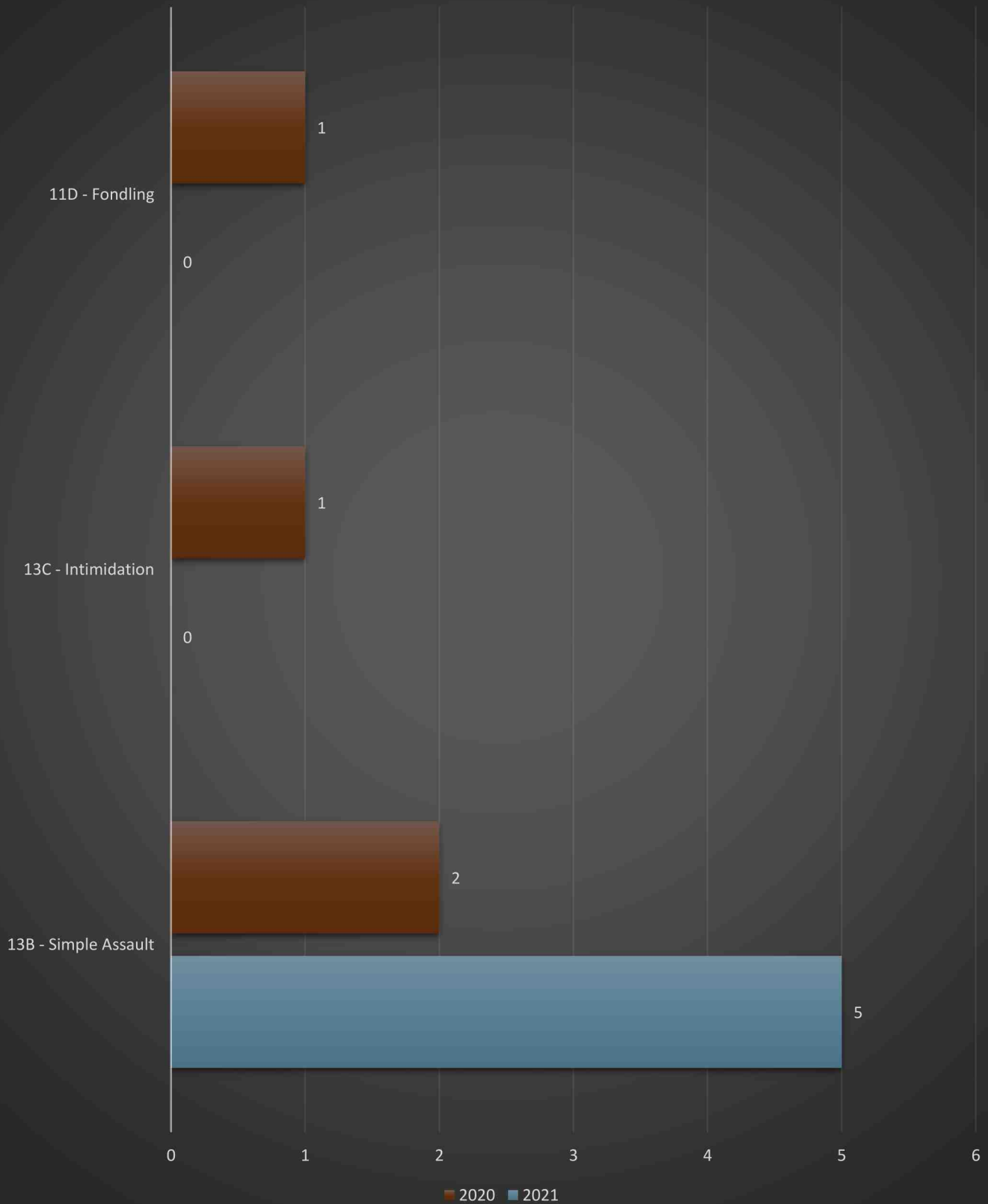
Monthly Report April 2021 (With Previous Year / Same Month Range)

Property Crime, April 2021



April 2020 Total Property Crime: 8
April 2021 Total Property Crime: 22

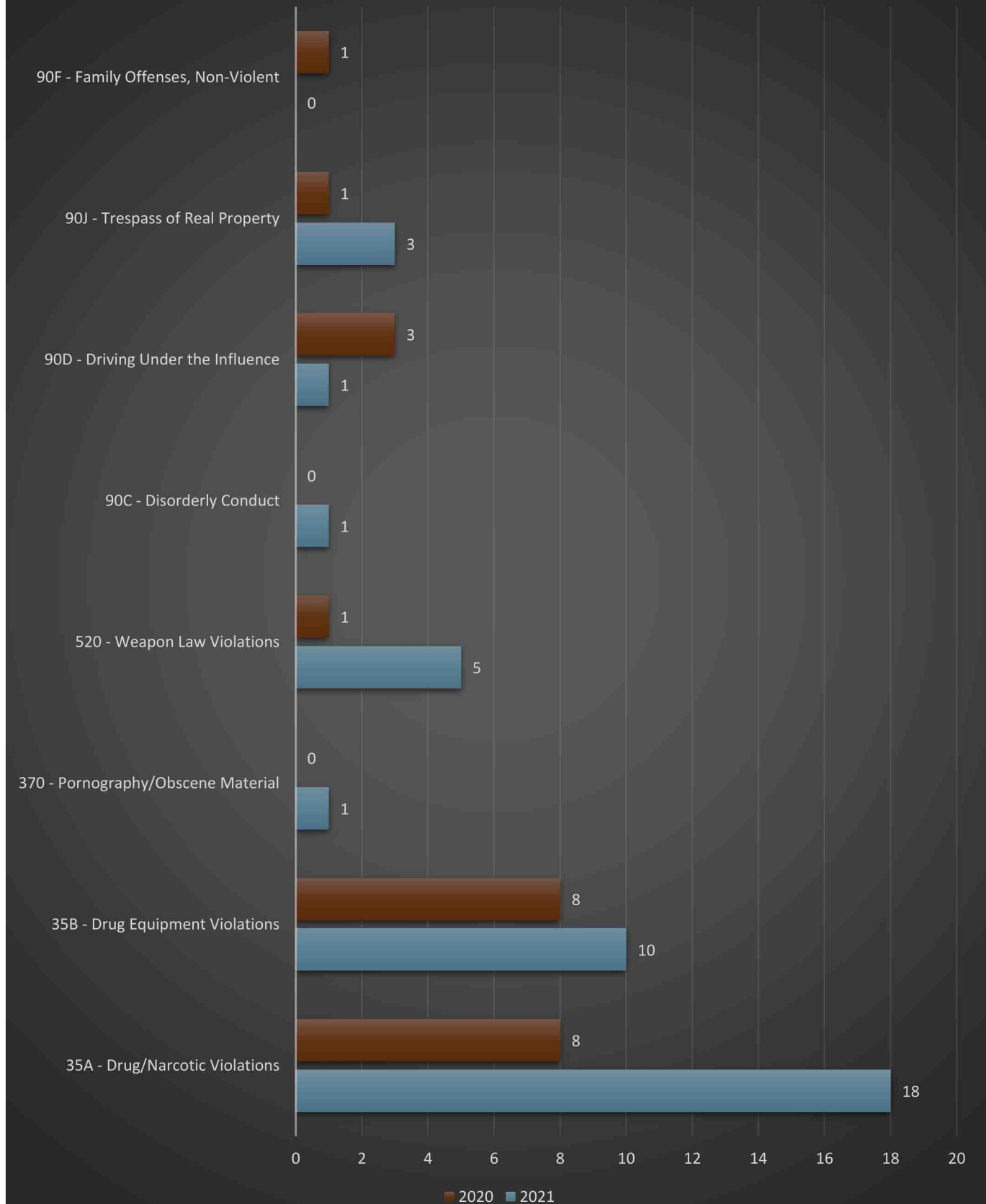
Crimes Against Persons, April 2021



April 2020 Total Crimes Against Persons: 4

April 2021 Total Crimes Against Persons: 5

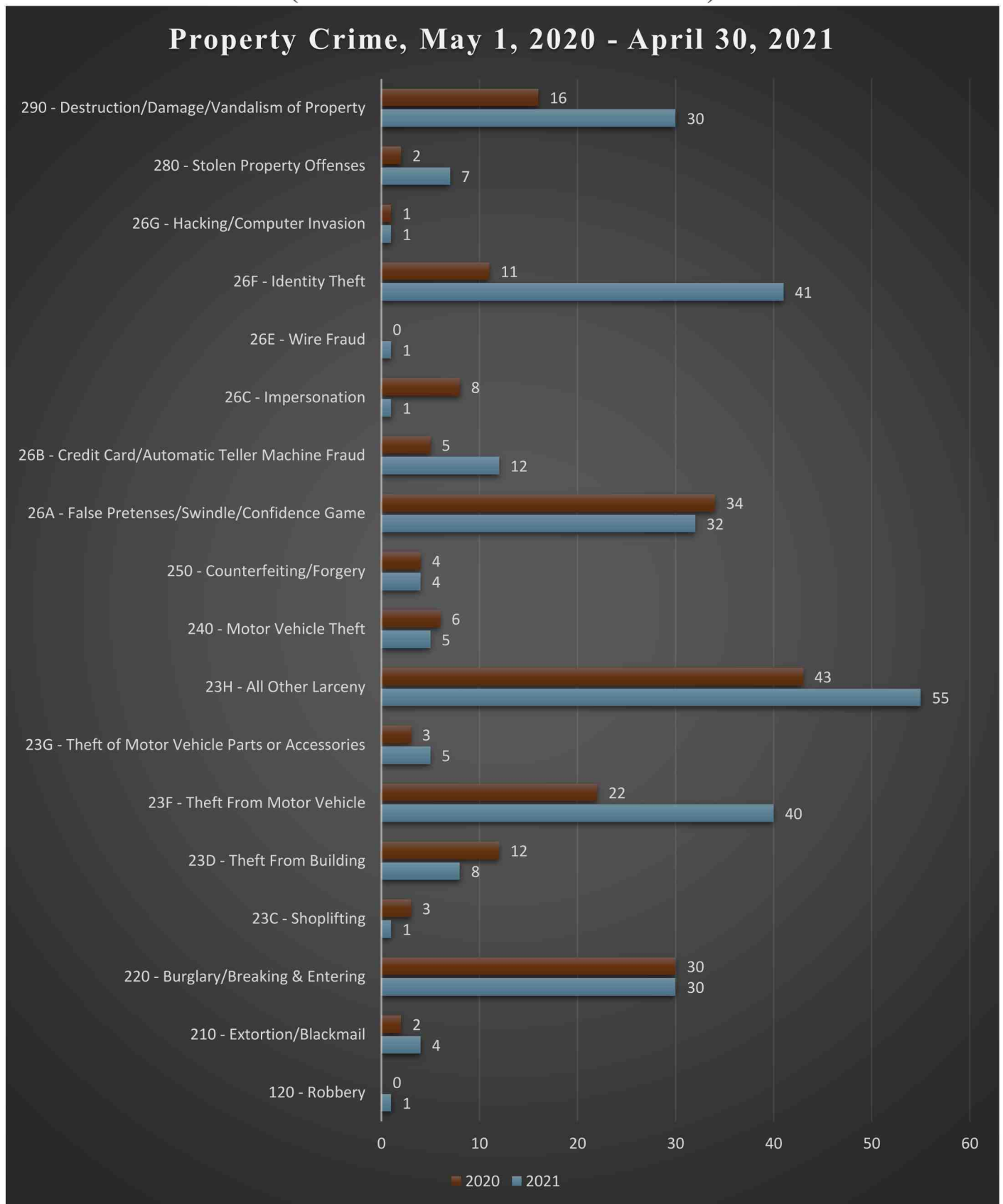
Crimes Against Society, April 2021



April 2020 Total Crimes Against Society: 22

April 2021 Total Crimes Against Society: 39

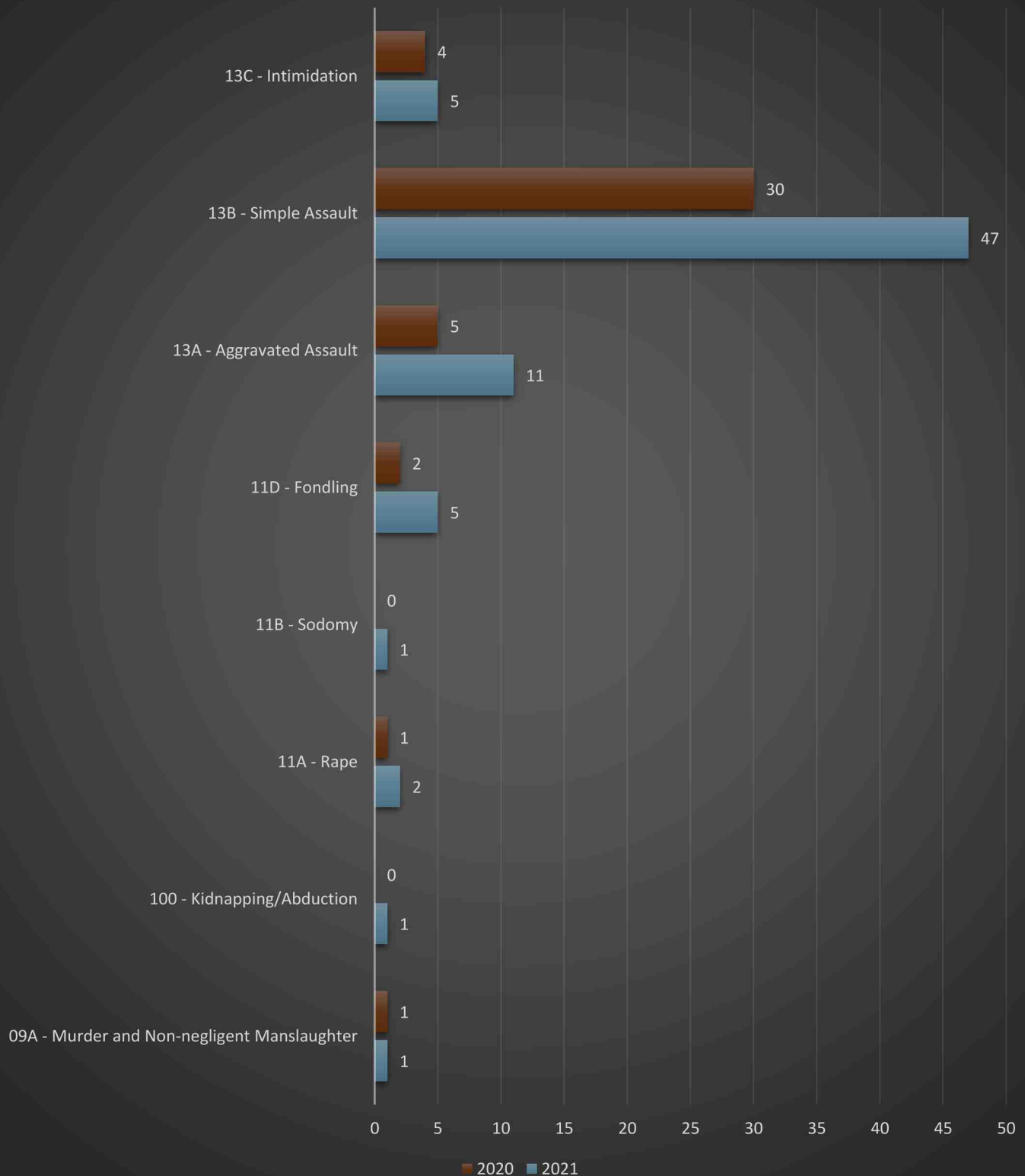
Rolling 12 Month Crimes Reported, May 1, 2020- April 30, 2021
(With Previous Year 12 Month Total)



Rolling 12 Month Total Crimes Against Property 2020: 202

Rolling 12 Month Total Crimes Against Property 2021: 278

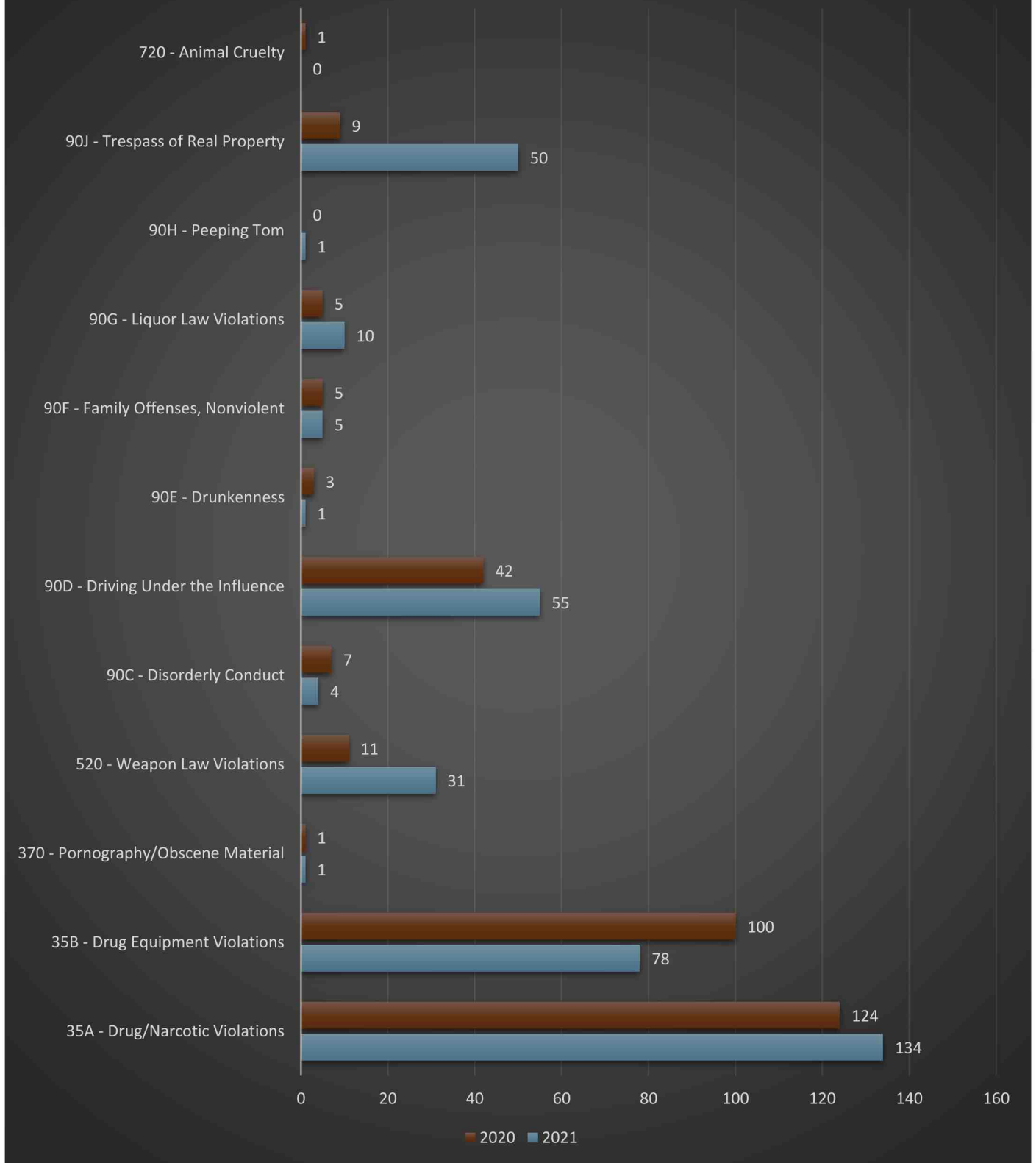
Crimes Against Persons, May 1, 2020 - April 30, 2021



Rolling 12 Month 2020 Total Crimes Against Persons: 43

Rolling 12 Month 2021 Total Crimes Against Persons: 73

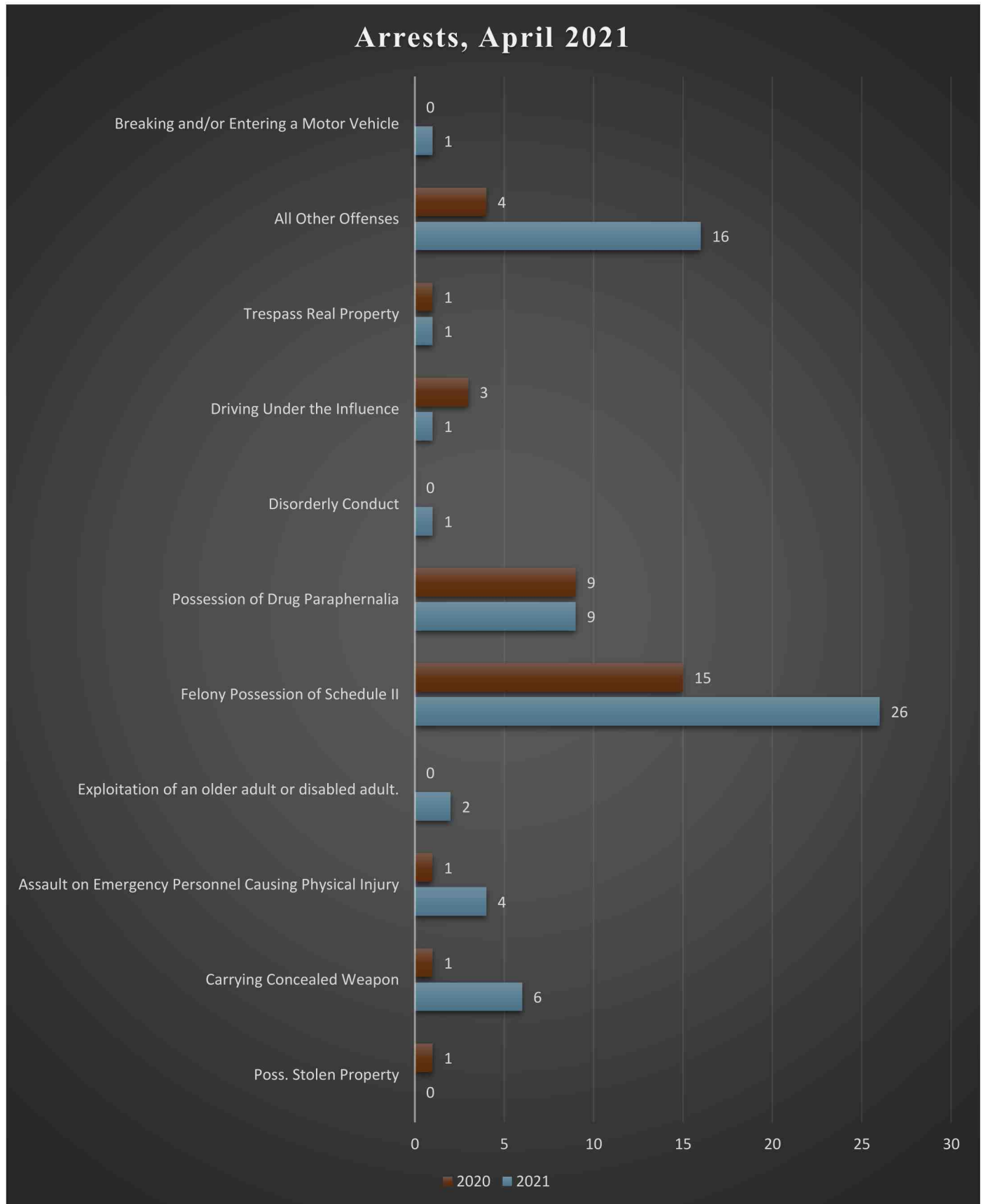
Crimes Against Society May 1, 2020 - April 30, 2021



Rolling 12 Month Total Crimes Against Society 2020: 308

Rolling 12 Month Total Crimes Against Society 2021: 370

Arrest Totals April 2021 (With Previous Year / Same Month Range)



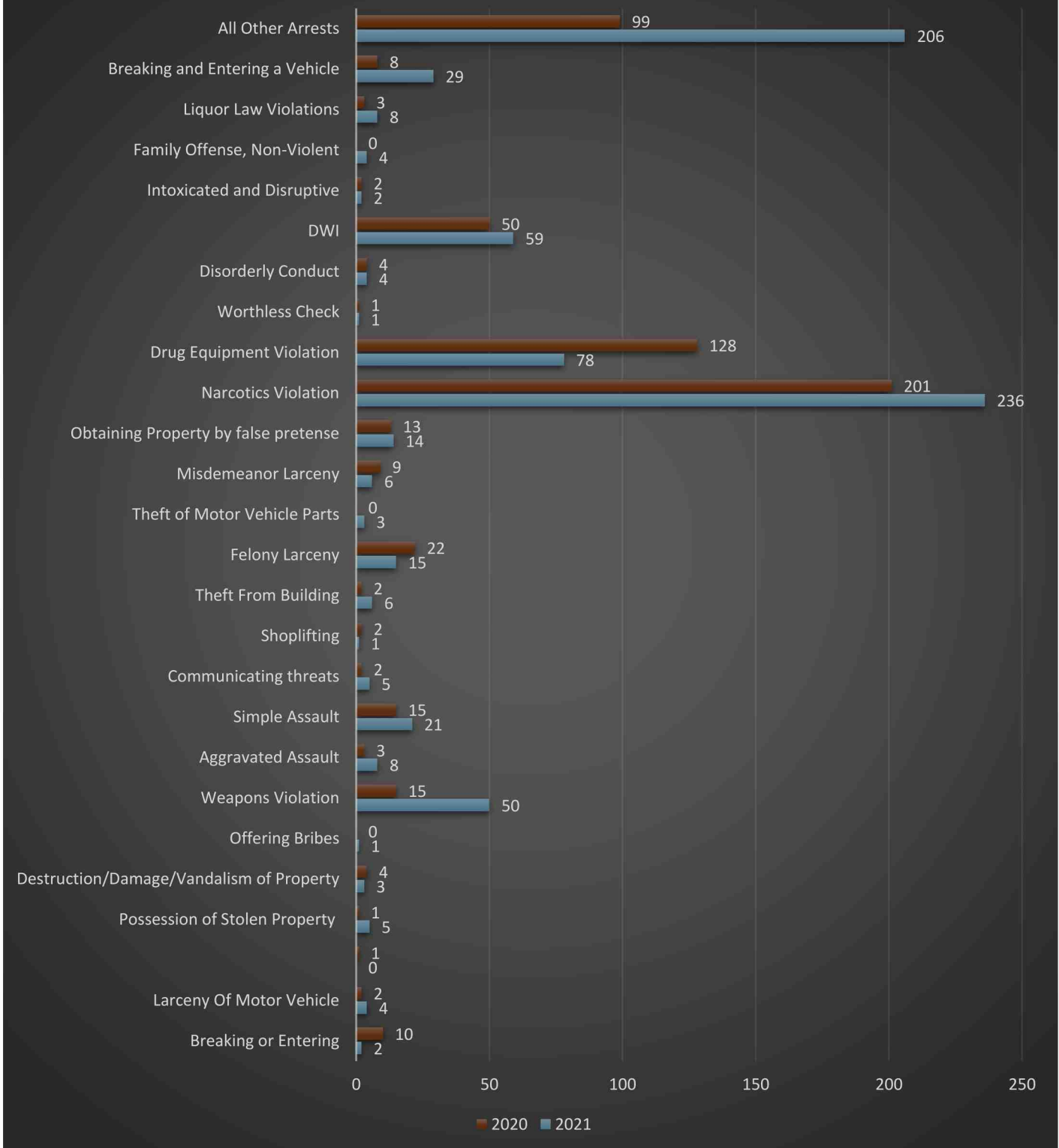
April 2020 Total Arrests: 34

April 2021 Total Arrests: 67

Rolling 12 Month Arrest Totals: May 1, 2020-April 30, 2021

(With Previous Year Same 12 Month Range):

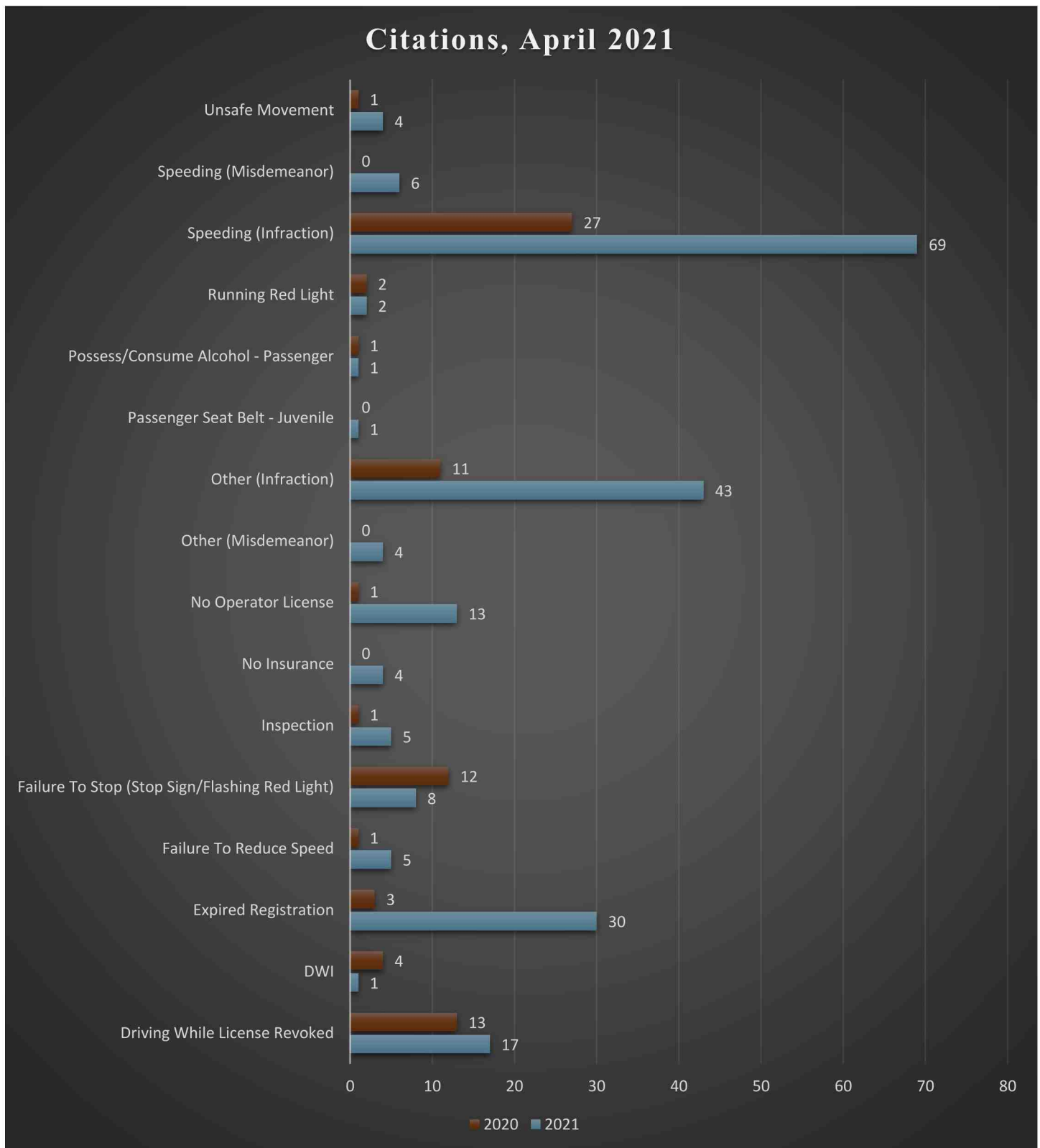
Arrests May 1, 2020 - April 30, 2021



Rolling 12 Month Arrest Totals 2020: 597

Rolling 12 Month Arrest Totals 2021: 771

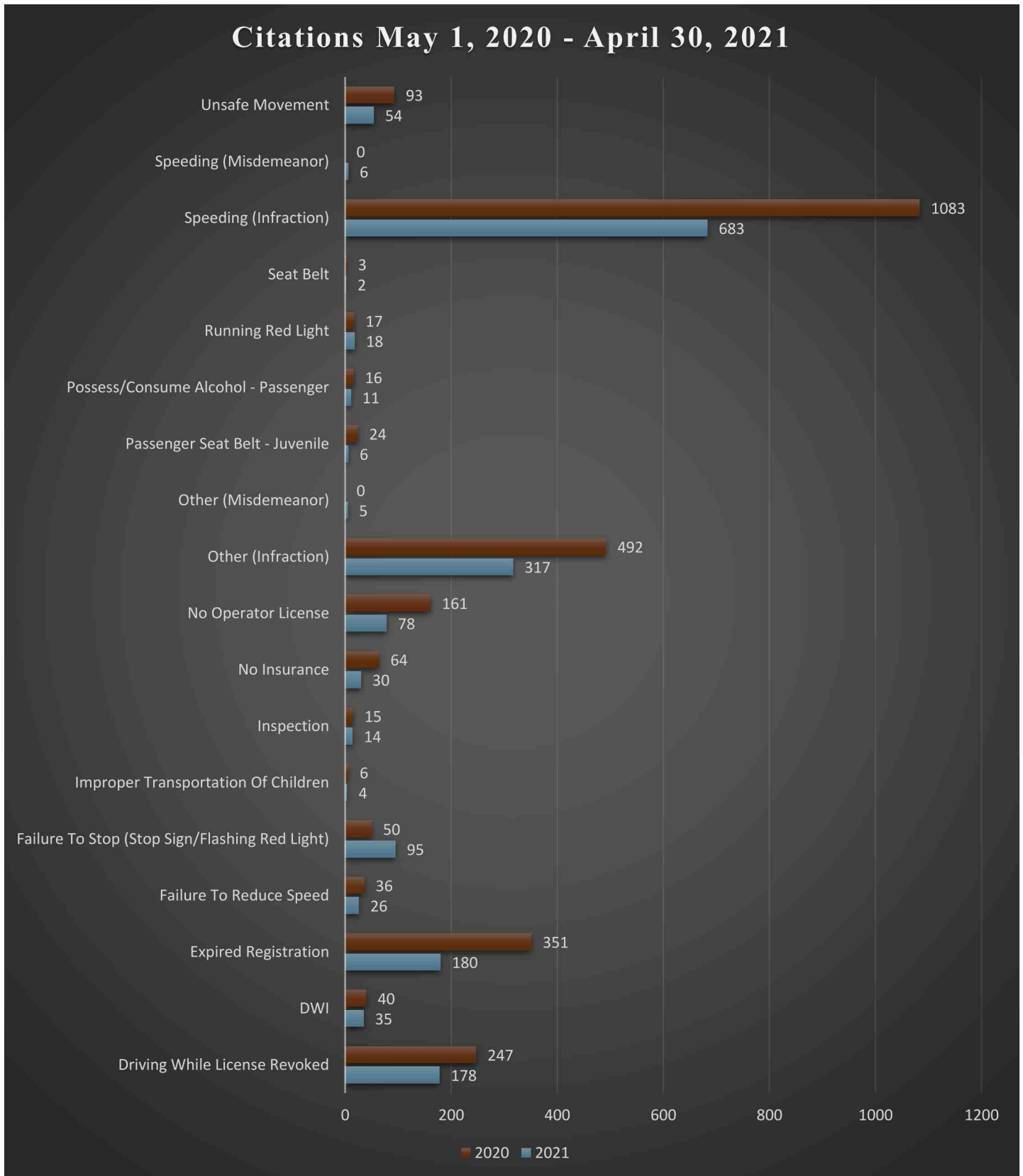
Citation Totals April 2021 (With Previous Year / Same Month Range)



April 2020 Total Citations: 77

April 2021 Total Citations: 213

Rolling 12 Month Citation Totals: May 1, 2020- April 30, 2021
(With Previous Year Same 12 Month Range):



Rolling 12 Month 2020 Total Citations: 2698
Rolling 12 Month 2021 Total Citations: 1742

Notes

Property Crimes: Over the past 12 months there is a slight increase in property crime. These have been sporadic with no patterns developing which makes them tougher to catch/prevent. Officers are balancing their neighborhood patrols with other concerns and trainings throughout their shifts.

Crimes Against Persons: These are trending upward. We are monitoring this closely. It should be noted that any victims are advised of services if the assault is domestic violence related and that in cases of domestic violence, officers are proactive with arrest and protection of victims. Because the trend is encapsulated in timeframe that included the lockdown, we are it is possible that people being cooped up together with reduced outlets led to more issues. At this point, we need more data to determine if this is a true trend or an increase due to covid related variables.

Crimes Against Society: Officers are being proactive to ensure the safety of our citizens, most of these crimes are drug related and closed by citation or arrest.

Arrests: Arrests are now starting to show an upward trend. Drug arrests are the most prevalent, followed by various other violations of law. This trend reflects that as our officers become more experienced they get better at identifying crime and taking action against offenders. This should not be taken as an indicator our community is becoming less safe as most of the arrests are traffic stop related or for non-violent crime. Pinehurst remains an extremely safe community and being proactive is how our officers preserve that tranquility for our residents, businesses, and visitors.

Citations: Officers remain proactive in their traffic enforcement and addressing traffic concerns within the Village. The drop in tickets issued reflects the strategic change from participating in out of county checkpoints to deploying resources within the village. Officers in the last 12 months have written over 1700 citations within the village, the value being, addressing traffic concerns locally to help make our roads safe. Though not quantified here, our officers also issue numerous warnings (verbal and written) and do not use enforcement as the only means of traffic calming.



**VILLAGE COUNCIL
MINUTES FOR BUDGET WORK SESSION
OF MAY 19, 2021**

9:00 AM

The Pinehurst Village Council held a special meeting for a budget work session at 9:00 a.m., Tuesday, May 19, 2021 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance:

Mr. John C. Strickland, Mayor
Ms. Judy Davis, Mayor Pro Tem
Ms. Lydia Boesch, Treasurer
Ms. Jane Hogeman, Councilmember
Mr. Jeffrey Sanborn, Village Manager
Mr. Mike Newman, Village Attorney
Ms. Kelly Chance, Village Clerk

And approximately 12 attendees, including 9 staff and 1 press.

1. Call to Order.

Mayor John Strickland called the meeting to order.

2. Overview and Discussion of the Recommended 2022 Strategic Operating Plan.

Jeffrey Sanborn, Village Manager, reviewed the Strategic Challenges and Opportunities, identified by Council, which frame the new initiatives and projects in the Strategic Operating Plan. He noted we do have two work sessions scheduled, with the second one occurring on Friday from 9:00 a.m. to 12:00 p.m., in the event we need the additional time.

Lauren Craig, Performance Director, provided a general overview of the Strategic Operating Plan process, which began approximately in November and December. She noted we would be going through the budget and preparing it for final approval in June and implementation beginning July 1. Ms. Craig noted many key inputs went into the plan, with three key areas of focus: manage development to protect Village character; Support the business community; and provide a safe and effective multi-modal transportation system. She noted Council approved the Balanced Scorecard in January.

Ms. Craig noted there are six Initiative Action Plans (IAPs) of which, five will start this fiscal year. She noted in addition to these, we have a list of 57 projects and 27 evaluations that staff plans to accomplish over the next five years. Ms. Craig noted that we do evaluations before moving on to any projects. She noted these evaluations are divided into Birdies or Aces.

Brooke Hunter, Financial Services Director, provided an overview of the general fund summary for FY 2022. She stated the proposed General Fund budget for FY 2022 is \$23,987,230, an increase of approximately 6% from the previous year's amended budget. Ms. Hunter explained all of the revenues and expenditures proposed will result in a fund balance of 10.1 million at the end of FY 2022, which equates to 42.2% of budgeted expenditures, which is above our minimum 30% requirement.

Ms. Hunter reviewed revenue assumptions for FY 2022. She stated the largest revenue source is property taxes, which is \$12.2 million for FY 2022, which is comparable with previous years. Ms. Hunter stated the next largest is Unrestricted Intergovernmental Revenue and then Restricted Intergovernmental revenue, which includes Powell Bill funding. She stated the remaining revenue is comprised of permits & fees, sales & services, assessments, and other revenues. Ms. Hunter stated the largest expenditure function is Public Safety at 33%, followed by Transportation at 19%. Environmental Protection, Economic & Physical development, Cultural & Recreation, and Debt Service follow these up.

Ms. Hunter noted the expenditures are also summarized by type and department to facilitate further analysis of expenditure trends. These include Salaries & Benefits, Operating expenses, Capital expenses, Debt Service, and Other financing uses. She noted this year we have zero debt service, but do have \$550,000 listed under other financing uses which will be funds transferred to the two

capital projects we have planned for this year.

Mayor Strickland inquired about the Investment Income level decreasing to 1,400 compared to FY 2020, which stood at \$159,539. Ms. Hunter explained we were investing in the NC capital management Trust Portfolio during a time when interest rates were higher. She explained when COVID hit interest rates plummeted and the Capital Management trust followed suit, which means we are drawing less. Ms. Hunter also noted we are still waiting to see what the American Recovery Programs grant funds can be used for. She stated we would use a special separate revenue fund, which has a separate audit process for this. This would not be part of the general fund.

Ms. Hunter stated the fund balance is estimated to be \$10,122,275 at the end of FY 2022, which is a decrease of \$871,000 after considering the budget to actual variance we have. She stated the main reason for that is the use of the \$550,000 for capital fund establishment.

Ms. Hunter gave an overview of the general fund revenue, first looking at Ad Valorem Taxes. She stated the tax rate for the Village of Pinehurst would increase from \$0.30 to \$0.315 per \$100 valuation for the fiscal year ending June 30, 2022. She noted this increase includes one cent for assuming operations of the Given Memorial Library and Tufts Archives and one-half cent for operating expenditure pressures related to state mandated retirement contribution rates and increasing recycling and tipping fees. Ms. Hunter stated the combined growth factor used to estimate the real property valuation for FY 2021 is 1.54%. She stated the Village is expecting to permit 150 homes in FY 2022 and an increase of 1.0% for motor vehicle valuation. Ms. Hunter acknowledged the collection rates used to estimate actual ad valorem tax revenue are 99.9% for real and personal property, and 100.0% for motor vehicles.

Ms. Hunter provided an overview of the Unrestricted Intergovernmental Revenues, noting that local Option sales tax accounts for 64% of the unrestricted Intergovernmental revenue. She stated the telecommunications tax and video programming tax continues to decline as less people are using landlines. Ms. Hunter stated this year, the NCLM is projecting sales tax growth in FY 2021 of 13.5% and 2.5% in FY 2022. She stated based on the strong forecast, the FY 2022 local option sales tax revenue budget would increase by approximately 16.3% over the FY 2021 budgeted amount.

Ms. Hunter provided an overview of the Restricted Intergovernmental revenues and stated this revenue is down 36.7% from last year, primarily because of the \$252,000 we received for Coronavirus Relief Fund grant revenue in FY 2021, which we will not receive in FY 2022. She stated that in this category we also have the Powell Bill revenue of which we received a smaller distribution this year. Jeff Sanders, Village Manager said they are receiving less gross fuel tax revenue as efficiency continues to approve and because until recently fuel prices were very low. Councilmember Boesch asked what determines the Powell Bill revenues, and whether that is a statutory rate. Ms. Hunter stated the rate changes each year and Mr. Sanborn said it is a statutory rate and this leads to the largest municipalities taking the hardest hit. Lauren Craig, states the statute is 136.140.1 – State gives to the DOT and then the DOT configures the division based on certain formulas.

Ms. Hunter stated that permits and fees revenues increased by 42.7% over the original budget for FY 2021. She stated the Village forecasts the construction of 150 homes, which is the number in FY 2021. Stated we also have Fire District revenue in this category, which comes from fire protection, rescue services, and medical first response, as well as from a contract to provide fire services to Taylortown and other areas.

Ms. Hunter stated we have no dollars budgeted for assessments in FY 2022. She stated in FY 2020 the final installment of the Cotswold community stormwater project assessment was received, and in FY 2021, the final installment of Municipal Service District for improvements made to the dams was collected.

Ms. Hunter provided an overview of sales and services revenue, which has a decrease of 4.9%, primarily due to reduced Harness track, stall rental, and Fair Barn revenue decreases. She stated recreation fees are expected to decrease as well due to lingering Covid related gathering restrictions. Ms. Hunter noted this category also assumes \$79,050 Library Revenue this year; this is related to book sales, events, and photo sales. She stated this includes revenue estimates that are prorated for three-quarters of the year. This assumption may adjust dependent upon the opening date of the library.

Ms. Hunter stated that other revenues are up 46.4% primarily due to projected library donations, based on historical data figures. She noted that investment income is projected to be 1,400, a reduction of 94.5% as investment rates have decreased and are expected to remain low throughout FY 2022. She stated this is due to historically low interest rates following the outbreak of the COVID-19 pandemic. The NCCMT closed the term account in FY 2021, as it was no longer beneficial to investors.

Mayor Strickland asked why with COVID restrictions decreased we would not figure in more money in fair barn rental revenue. Ms. Hunter and Mark Wagner, Parks & Recs Director, stated they were being conservative due to not knowing when the restrictions would be lifted on indoor dances etc., which are a large part of the Fair Barn Rentals, including weddings and large-scale events. Mr. Wagner stated that since we now have more information, we could adjust this figure as time goes on. Ms. Hunter noted that the amount designated of \$205,500 is not a drastic drop from the previous year of \$215,500. Mr. Wagner stated the Fair Barn is already booked for FY 2022. It was noted that if the figures do change, a budget amendment would occur.

Councilmember Drum discussed the fact that Harness racing is on the decline and so a discussion on whether this should be a category we keep in Pinehurst may be called for in the near future. He suggested that a future work session be used to re-evaluate this. Mr. Wagner agreed there are many constraints that put us at a disadvantage. He stated that until we see contracts coming in, he remains cautiously optimistic that we will receive 50 new horses next year leading to the number rising.

Ms. Hunter discussed the usage of the fund balance appropriations as a tool to balance the fiscal year budget. She stated the Village has appropriated \$2,530,950 as a revenue source and noted that historically, operating revenues come in at 101% of budget while operating expenditures typically fall 7% below budget. Ms. Hunter stated if historical trends continue for FY 2022, we will reduce fund balance by approximately \$871,000, which will result in a projected ending fund balance of 42.2% of General Fund expenditures. Mr. Sanborn noted that the \$871,000 includes \$550,000 of funds designated for the two capital projects funds.

Ms. Hunter provided an overview of expenditures by type, starting with salaries & benefits and operating expenditures. She noted this is approximately \$24 million with staffing accounting for \$12.9 million of that figure. Ms. Hunter stated included in this is staffing of 156.6 Full-Time Employees (FTEs) and the addition of 10 FTEs in the plan. She noted included in this is merit raises recommended at an average of 2% plus a 1.2% Cost of Living expense, as well as a 10% increase estimated for group insurance cost. Councilmember Hogeman asked if there was an opportunity to add an additional Planning & Zoning staff person would that require a budget amendment. Ms. Hunter stated yes, a budget amendment would be required.

Mayor Strickland asked what the procedure is for awarding merit pay increases and what the evaluation process is. Mr. Sanborn stated we do not do this every year, but when we do, we try to compare our salaries with other comparable areas and municipalities. He stated this process is hard as well due to the extreme variance of methods used. Angela Kantor, Human Resources Director stated the NCML does an annual survey that we use this data in the assessment. Mr. Sanborn said there are several sources we pull data from. Councilmember Boesch asked if there is a policy for this. Mr. Sanborn stated where we are now is close to the 3% which is normal.

Ms. Hunter stated operations expenditures are 7.7 million dollars and some of the key items in this is the 1.2 million to resurface 4.5 miles of street included in the Powell Bill, and \$200,000 for resurfacing & patching streets, funds for stormwater repairs funds, operations for the library, the PDO Update, and the Parks & Recs. Master plan. Mr. Sanborn noted we do a lot more than most communities in spending funding above the Powell Bill allotment. Mr. Sanborn noted we normally do a minimum of 4 miles yearly.

Ms. Hunter noted Capital expenditures comprise approximately 2.8 million dollars, which is 12% of our total expenditures. She stated we storm drainage projects, pedestrian facilities funding, and construction of a storage building behind the fire station, Village Hall office expansion, and library improvements for accessibility, vehicle fleet replacements, and information technology updates. Ms. Hunter stated there will be a \$150,000 transfer to a separate fund for the Downtown Parking Facility Design Capital project and \$400,000 will go into a fund for the Library Expansion. Mayor Pro Tem Davis asked where the remainder of the agreed upon \$1 million for the library. Ms. Hunter said we would bring forth a resolution to Council to commit \$1 million to commit fund balance in this upcoming financial report. This will reduce the amount we can commit to future capital projects. There will be a remainder of monies in the fund balance for later use of capital projects decided upon.

Council discussed the proposed tax rate increase of half a cent. Councilmember Hogeman voiced her concerns with raising the tax rate in this difficult time when so many are unemployed. She feels like the \$187,000, the increase would produce, could be absorbed this year. Mayor Pro Tem Davis stated maybe we need to run a couple more what if analysis to see different scenarios for property and sales tax revenues. Staff will run the numbers on different scenarios and worse case sales tax revenues and bring those back at the budget work session on May 21st.

Councilmember Drum addressed the Bike-Pedestrian plan as a big topic for work along with the multi-modal plan. Mayor Pro-Tem Davis would like to eliminate the \$400,000 included for sidewalks. She stated a Transportation Planner is needed to help pull all these sub-projects together. Councilmember Hogeman agreed she does want to see transportation that does fit in other areas, highlight it in certain ways, and make sure we are working on it. Ms. Craig points out that we do have a plan and that staffing is an issue as to why we are working gradually at this issue. Councilmember Drum said he sees safety issues over the last three years – he understands that we don't have the manpower now, but he wants to move this up. Councilmember Hogeman said let us ask the bike ped committee to look at it and see what can be move up. Ms. Craig said we need to balance out the community input – we are already pulling a lot for the small area plans and this is still staff intensive. Mr. Burich said both the bike ped plan and the multi modal plan have priority objects so we should review those. Mayor Pro Tem Davis wants an all-encompassing sidewalk plan. Councilmember Hogeman said the bike ped committee does have a plan; community center to the new Pinehurst elementary school / linden to west Pinehurst Park and the marina. west side of highway 5 north of linden to walk to Rassie wicker and another on 211 down highway 5 coming south and this would lead to Linden and there would be a connection on Mackenzie to bring people to the park. Mayor Pro Tem stated she is against sidewalks on burning tree and Diamondhead and she wants us to reevaluate what these will look like. Mr. Sanborn stated that the projects that have been initiated have been done so because they follow an overall plan.

Councilmember Drum stated he disagreed about the elimination of the sidewalk funding, but he would like to see the multi-modal

plan moved up. Councilmember Hogeman stated all these issues come under the heading of transportation, but they are not all the same. She stated the sidewalks would be based neighborhood by neighborhood upon their needs and desires. Councilmember Hogeman states we do not have a crisis all the sudden, but we are indeed limping along. She stated she would like to see us take transportation and highlight in a comprehensive way. She stated this is a transcending issue that we need to pay attention to.

Mr. Burich said we should look at the existing plans and evaluate its relevance. Mark Wagner stated the Bike Pedestrian plan was based on public input and considered many angles. Mayor Pro Tem Davis wants to see a visual on what these sidewalks will look like as they relate to the character of their neighborhood. Councilmember Boesch stated maybe the answer is not putting in sidewalks, but maybe there is a different way to address safety. Councilmember Hogeman said the Bike Ped Committee does have a well thought out plan and have highlighted these beginning points as crucial to connecting parts of the Village that are currently needed. Councilmember Drum said he thinks there should be a holistic plan that includes all aspects of transportation, including the sidewalks, parking facilities, and a total multi-modal approach.

Ms. Craig stated the questions staff needs answered today is if the \$400,000 stays in the budget earmarked for pedestrian facilities and does the initiative action plan stay in FY 2023. Mr. Sanborn stated we might need to reconsider the Hwy 5 project that DOT is also looking at, as this may cause us to spend money unwisely. Mayor Strickland stated he understands we need to keep the \$400,000 in, but consider further where this funding will be used. Mr. Sanborn stated we already have a multi-modal plan and it just needs to include non-traditional things like golf carts and some updates made. Mayor Strickland stated \$400,000 will stay in and we will consider later how to use the funds.

Ms. Hunter stated that during the break they did verify there is not a drastic difference between what is projected for Fair Barn rentals compared to what was brought in last year. She stated since the amount is less than \$30,000 difference, she would not change the budgeted amount. Ms. Hunter then moved on to Capital Project Funds and noted there is a plan to adopt the plans in July. The first project will be the downtown parking facility design, which would ensure ample downtown parking and help provide additional spaces for the library project. The total project is estimated to be \$3.5 million dollars, which will be financed. Ms. Hunter stated the other plan is the Library Expansion Plan, which is \$5 million; \$3 million will be financed, \$1 million will be a capital campaign, and the remainder will come from the general project fund balance. She stated operations costs have been increased in FY 2026 to account for needed Library staff and other needs.

Ms. Hunter overviewed the five-year financial forecast and explained to the departmental and staff process used to pull together this forecast. She stated we project our revenues on an account-by-account basis. Ms. Hunter stated the property tax rate would increase from \$0.30 to \$0.315 cents per \$100 valuation for FY 2022. This includes one-half cent in FY 2022, one-half cent increase in FY 2023 and FY 2024 and then will remain flat in FY2025. She stated that in FY 2026, there would be an increase by one cent with additional staffing and operating expenditures associated with the planned library expansion. Ms. Hunter stated real property taxes are estimated to grow at 1% over the planning period due to the construction of new homes and commercial properties.

Ms. Hunter stated local option sales taxes are planned to increase at 3% per year for all years in the plan except FY 2024. In this year, she stated there would be an increase by 5% in FY2024 due to the U.S. Open Championship. Ms. Hunter stated other revenues in FY 2024 include an estimated \$1 million in donations toward the library and archives expansion during a planned capital fundraising campaign.

Ms. Hunter stated there are two key financial management concepts that guide management in producing the five-year financial forecast. First, she stated the Village strives to maintain a healthy operating margin. The operating margin ratio measures how much of available operating revenues are required to support operating expenditures. She stated the Village strives to maintain an operating margin ration between 0.89 and 0.91. She noted that monitoring this key ratio ensures that operating expenditures are kept in check and that funds will be available for capital improvements.

Ms. Hunter stated the second measure management uses to guide the development of the forecast is the fund balance ration. She stated the Village has adopted a Fund Balance Policy that requires management to develop budgets that maintain total fund balance of at least 30% of budgeted expenditures. She stated we have remained in the minimum range when developing the five-year forecast.

Ms. Hunter stated the Village of Pinehurst's five-year Capital Improvement Plan (CIP) represents a \$21.7 million General Fund investment in capital for fleet, information technology, and other capital additions including some notable items: Design and construction of a downtown parking facility in FY 2022-2023, design and expand library and archives building in FY 2022 & FY 2025, expansion of Village Hall offices in FY 2022, Construction of a storage building behind Fire Station 91 in FY 2022, streetscape improvements in FY 2022-2023, Addition of Wicker Park soccer field lights and replacement of field 2 lights in FY 2022 & FY 2025, replacement of six solid waste vehicles in all years, a stormwater projects in all years, pedestrian facilities in all years, land and design for public services complex relocation in FY 2023-2024, West Pinehurst Prk development in FY 2023 & FY 2025, and the purchase of a Fire Dept. ladder/quint truck in FY 2024.

Ms. Hunter stated there is an Engage Pinehurst topic on the Village website with information for the public. She stated the next step in the approval process of the Strategic Operating Plan for FY 2022 would be the Budget Public Hearing on May 25th and then

the potential adoption of the Strategic Plan and Budget Ordinance on June 8th. There were no follow up questions from Council.

Mayor Strickland provided some thoughts on the three areas of focus for this year. He stated he looked at the Initiative Action Plans and noticed that much of what is happening within our Village shows we are still struggling to have a study on the traffic issue. He noted some of those are parking issues, Highway 5 issues, the impact of Small Area Plans on our traffic, the multi-modal overall issues, the new school opening this fall, the library addition, and the GPS issues surrounding us. Mayor Strickland asked what Council and staff could do to begin addressing these issues. Councilmember Drum and Mayor Pro Tem Davis noted that some of the issues are DOT controlled and we have no control or influence over these. Mr. Burich stated he will talk to our Consultants about some of these issues and report back on what has been considered.

Mr. Sanborn acknowledged that there are some issues that are within our control, such as zoning and the resulting development problems. He suggested that it is the residential rooftop that is adding the additional traffic, versus the commercial businesses. He stated we need to look for a better development pattern that could fix this; perhaps lessening the amount of driving required by replacing the walkability of the Village. He stated that as well this could include placing more needed and desired amenities in areas that would lead to less travel to the core Village. Ms. Craig stated the best approach would be to create a task force to evaluate this specific topic, as it is so multi-faceted. She suggested we add this as an evaluation this fiscal year that can work toward creating an appropriate plan. This would eliminate the responsibility placed on just one person, such as the Transportation Planner. This process, she noted, would include Council, staff, specialist, and a small group who are continually focused on the issue. Council all agreed this is a great idea. Mayor Strickland noted this could actually lead to some of the pieces being resolved within the evaluation process.

Councilmember Boesch asked why we were removing a potential police officer or adding police officers. Mr. Sanborn stated we are evaluating the data this year to determine what the need is for staffing. Councilmember Boesch asked if the money coming from the American Rescue Plan could be used to help with the Harness Barn, which has suffered. Mayor Strickland stated we still do not know what the specific uses can be and so will have to continue to await final wording on this.

Council recessed for lunch until 1:00 p.m., then came back, and entered into a closed session meeting.

3. Motion to Recess the Work Session and Enter a Closed Session

Upon a motion by Councilmember Boesch, seconded by Councilmember Drum, Council unanimously approved to recess the work session and enter into a 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, by a vote of 5-0.

4. Closed Session

Council held a closed session to discuss the material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease

5. Motion to Adjourn the Closed Session and Re-Enter the Work Session

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

6. Motion to Adjourn.

Upon a motion by Councilmember Hogeman, seconded by Councilmember Boesch, Council unanimously approved to adjourn the work session, by a vote 5-0, at 2:30 p.m.

Respectfully Submitted,

Kelly Chance,
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 OF PINEHURST
VILLAGE COUNCIL
CLOSED SESSION-MAY 19, 2021**

**ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA**

MINUTES

At a work session of the Pinehurst Village Council held at 1:00 p.m., Wednesday, May 19, 2021 in Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, North Carolina, Councilmember Boesch moved 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 the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. The motion was seconded by Councilmember Drum and carried unanimously, by a vote of 5-0.

The following people were in attendance in Assembly Hall:

Mr. John C. Strickland, Mayor
Ms. Judy Davis, Mayor Pro Tem
Ms. Lydia Boesch, Councilmember
Mr. Kevin Drum, Councilmember
Ms. Jane Hogeman, Councilmember
Mr. Jeff Sanborn, Village Manager
Mr. Mike Newman, Village Attorney

MAYOR STRICKLAND CALLED THE MEETING TO ORDER.

Councilmembers discussed proposed terms of a contractual transfer agreement between the Given/Tuft organizations and the Village of Pinehurst.

ADJOURNMENT.

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

Respectfully Submitted,

Kelly Chance
Village Clerk

LOFTON SANITATION CONTRACT for CCNC

STATE OF NORTH CAROLINA

COUNTY OF MOORE

THIS CONTRACT, made and entered into this **1st** day of **July, A. D. 2021** by and between **Lofton Garbage Service** of the County of Moore, State of North Carolina, Party of the First Part (hereinafter sometimes referred to as "Contractor"); and the **VILLAGE OF PINEHURST**, a duly chartered municipal corporation and body corporate and politic of the County of Moore, State of North Carolina, Party of the Second Part (hereinafter sometimes referred to as "the Village");

W I T N E S S E T H:

THAT WHEREAS, the Contractor is engaged in the business of collecting household trash, recycling, and yard debris, as an independent Contractor; and

WHEREAS, the Village has the responsibility for the collection and removal of such household trash, recycling, and yard debris within the Village of Pinehurst, as a part of its governmental functions; and

WHEREAS, the Village does not wish to collect and remove household trash, recycling, and yard debris within the area known as the Country Club of North Carolina, at the present time, and the Contractor does now and wishes to continue to provide such service in the aforementioned area, and it has been determined by the Village Council of the Village of Pinehurst that it would be in the best interest of the Village and its citizens and residents to enter into this agreement with the Contractor for the purpose of engaging his/her services for a period of one (1) year.

NOW, THEREFORE, for and in consideration of the charges, and the terms, covenants, promises and conditions hereinafter set forth, the Village engages the services of the Contractor for the purpose of collecting household trash, recycling, and yard debris from residential property, and the Contractor agrees to perform said services in the Country Club of North Carolina, Pinehurst, North Carolina, in accordance with this contract.

The terms, covenants, promises and conditions of this agreement and contract are as follows:

1. The term of this contract shall be for a period of one (1) year from **July 1, 2021** through **June 30, 2022**, unless sooner terminated as hereinafter provided or for good cause.
2. The Village covenants and agrees with the Contractor that the Contractor will collect household trash, recycling, and yard debris, each one time per week, from residential properties, at a location adjacent to the house, in the Country Club of North Carolina. If the frequency of collection is altered by the Village during the term of the contract, whether increased or decreased, the contract may be re-negotiated by the parties.
3. The Village covenants and agrees with the Contractor that the Village will pay to the Contractor for the collections listed in #2 above, which may be amended during the year as new homes are constructed, added or deleted.

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Residences listed as “Full” or “Rental” = \$25.08 per month for collection of household trash, recycling, and yard debris.

Residences listed as “Partial” = \$18.72 per month for collection of household trash, recycling, and yard debris.

Scale tipping fees for household trash are included with “Full”, “Rental”, and “Partial” rates.

Fuel Surcharge: Fuel surcharge will be established quarterly on July 1, 2021, October 1, 2021, January 1, 2022, and April 1, 2022, based on the price of fuel at the Speedway Station located on Highway #5 and paid in accordance with the chart below.

Fuel Price Range	Adjustment Per Home
Up to \$2.749	\$0.00
\$2.75 - \$3.249	\$.25
\$3.25 - \$ 3.499	\$.50
\$3.50 – \$3.749	\$.75
\$3.75 +	\$1.00

4. All payments to the Contractor will be made by the 15th day of the month following the pick-ups. Failure to provide an invoice by the 5th of the month will delay the payment to the Contractor.
5. The Contractor agrees to submit a monthly accounting of the number of households receiving his/her service each month. This count must accompany the Contractor’s monthly invoice. Any changes to his/her accounting of any new households that are being added or dropped must be reported within 72 hours.
6. A monthly count of all homes, where recycling is picked up, must accompany the Contractor’s invoice.
7. Contractors must dispose of household trash, recycling, and yard debris at the Moore County Transfer Station and Landfill. Scale tipping fees for household trash are included with “Full”, “Rental”, and “Partial” rates. Scale tipping fees for recycling and yard debris will be reimbursed to Contractor. Truck numbers must be provided to the Village.
8. Contractor must provide all tickets, or copy of tickets, for household trash, recycling, and yard debris, obtained from disposal location. These tickets must accompany the Contractor’s monthly invoice. Failure to include tickets will result in delay of payment to the Contractor until tickets are received.
9. Contractor agrees that he/she will furnish all of the necessary labor and equipment to provide residents of the Country Club of North Carolina with once weekly removal of household trash, recycling, and yard debris from residential property.
10. The Contractor further covenants and agrees that he/she will include in his/her services the removal of all refuse of any nature placed in the containers; and a reasonable and normal amount of cartons, newspapers and the like, and that he/she will include in his/her services the removal of a reasonable amount of yard debris, which must be bagged or bundled, and it is mutually understood and agreed that the disposal and removal of cartons, boxes and waste

LOFTON SANITATION CONTRACT for CCNC

generated when a resident moves into a dwelling within the aforementioned area shall be the Contractor's responsibility.

11. Contractor further covenants and agrees that he/she, his/her employees, assistants or agents will refrain from crossing a homeowner's property in front or back of a house to make any pickups, unless expressly permitted by the homeowner on either side and that normal procedure provides that the Contractor, his/her employees, agents or assistants will proceed to the location on each property owner's premises where the refuse is stored and will remove the same directly back to the street where the collection vehicle is located without crossing the property of any adjacent or nearby property owner.
12. Contractor further covenants and agrees that collections will be made each week throughout the aforementioned area and should any holiday or external event interfere with this normal routine, Contractor will utilize any off-duty time to complete the regular collections each week; and it is understood and agreed that equipment failures shall be no reason for Contractor to avoid his/her responsibility for the collections required, and that it will be incumbent upon him/her to have available stand-by equipment to take care of such contingency.
13. Contractor covenants and agrees with the Village that in the event a pickup should be missed at any time, for reasons not the responsibility of the Village, or he/she should fail to remove all the household trash, recycling, and yard debris available for pickup, the sum of five (\$5.00) dollars per home collection missed will be deducted from that month's payment by the Village, as liquidated damages, forfeited by the Contractor.
14. It is understood and agreed that the Contractor shall be responsible for all worker's compensation and other types of insurance necessary to protect themselves and the Village from any liability whatsoever and the Contractor will provide the Village with a copy of each Policy (see attached insurance memorandum of understanding that is hereby made a part of this contract by reference). Contractor shall pay all taxes and other expenses required in his/her business, and it is clearly understood and agreed that the Contractor is an independent Contractor operating strictly on his/her own and in no sense is he/she to be considered as an employee of the Village of Pinehurst.
15. Contractor and Village agree that a future renewal of this contract **for FY23** shall adjust the payment rate per residence based upon the Consumer Price Index (CPI) for Water, Sewer and Trash collection services in the U.S., Series ID CUSR0000SEHG. Should the CPI have a decrease over this period, there will be no decrease in the contract amount.
16. In the event that landfill disposal fees for household trash at the Moore County landfill or any landfill succeeding the Moore County landfill increase above the annual CPI amount, the cost per home shall be adjusted in a manner agreeable to both parties of the contract so that the increased cost above the CPI amount realized by the Contractor as a result of this and only this occurrence can be passed on to the Village.
17. Contractor must comply with all OSHA standards and requirements, where applicable. Contractor must comply with all applicable federal, state, and local laws, rules and regulations.
18. Inasmuch as the Village Council of the Village of Pinehurst has the responsibility, as a governmental function, to collect and dispose of household trash, recycling, and yard debris accumulated by the citizens, residents and property owners of the Village; and because of its responsibility to protect the health, safety, morals and general welfare of the citizens, residents and property owners of the Village, it is necessary that the Village Council see to it

LOFTON SANITATION CONTRACT for CCNC

that this contract is performed by the Contractor in an efficient and effective manner; and in the event, the Contractor should fail to so perform said contract, then, and in such event, the Contractor agrees that the Village Council shall have full and complete authority to terminate this contract, summarily, and to engage another Contractor to carry out the governmental function of household trash, recycling, and yard debris collection within the aforementioned area, or to perform such service with Village employees; and upon such termination, the Contractor shall be paid only through the time services have been performed hereunder.

In order to reduce processing costs and to maintain security over financial transactions, all payments made under this contract shall be made electronically. Upon execution of the contract, both parties will work to establish banking relations to enable direct deposit of funds due and payable under this contract.

IN WITNESS WHEREOF, the Village of Pinehurst has caused this contract to be executed in duplicate originals, one of which is retained by each of the parties and has caused its municipal corporate name to be hereto affixed by the Mayor of the Village of Pinehurst, attested by the Village Clerk, and has caused its corporate seal to be hereon impressed, all by authority of the Village Council duly given; and **Jockquinn Lofton**, as Contractor, has hereunto set his hand and seal, all on the day and year first above written.

VILLAGE OF PINEHURST

(Corporate Seal)

By: _____
John C. Strickland, Mayor
Pinehurst, NC

Attest:

Kelly Chance, Village Clerk

Jockquinn Lofton, Contractor

Federal ID# _____
Social Security # _____

This instrument has been pre-audited
in the manner required by the
Local Government and Fiscal Control Act.

Brooke Hunter, Director of Financial Services
Village of Pinehurst



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF MAY 25, 2021
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, May 25, 2021 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

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

And approximately 17 attendees, including 5 staff and 1 press.

1. Call to Order.

Mayor Strickland, called the Village Council meeting to order.

2. Invocation and Pledge of Allegiance.

Invocation by Pastor Rod Stone, Community Presbyterian Church.

3. Reports:

Village Manager

- Mr. Jeff Sanborn said planning efforts are underway on two Small Area Plans: Village Place/Rattlesnake Trail and Hwy 5/Pinehurst South. We have had one Public Engagement hearing and staff is working with the Consultants on improvements and suggestions. We will hold the second Public Engagement hearing on June 2 at 5:30. Residents may sign up on our main website or go to Engage Pinehurst to register and learn more about the Plans.
- Mr. Sanborn stated West Pinehurst Park Planning Effort is also underway. We have had one opportunity to engage the public, and staff provided a survey to residents of which we have received approximately 800 responses. Staff is now reviewing the survey and will report out on the findings soon.

Village Council

- Mayor Strickland reported he attended a rail ride, along with other private citizens, on the Aberdeen railway. He noted the Management team has an interest in private passenger cars. He said The Village, the Resort and others up and down the rail line have shared interest on using the rail more. Mayor Strickland reported the NAC met for the first time since November 2020 and received updates on the Small Area plans and the Given memorial Library Acquisition. He reported they would meet again in June.
- Councilmember Drum reported he went to the opening of the Boys and Girls Club, which will serve a large area of Moore County.
- Councilmember Hogeman stated the Sandhill's Chapter of Military Officers is going to hold a Memorial Day service on

Monday at the Village Chapel at 3:00 and the Golf Capital Chorus will perform with a reception to follow. She stated Councilmember Boesch is assisting with this event. Councilmember Hogeman stated the Pinehurst business partners want to see their customers come back and are arranging some plans to stay open later and a special event for September.

- Mayor Pro Tem Davis stated she attended the Tri Cities meeting with Jeff and Kevin where the discussion centered around how we can collaborate more and about the potential usages of American Rescue Plan funding.
- Councilmember Drum stated this was the first meeting back in person with Southern Pines, Pinehurst and Aberdeen. He stated they looked at how the area Parks and Recreation departments can work more in partnerships on projects.
- Councilmember Boesch stated she does hope Council members can attend Monday's Memorial Day service.

4. First Health Management Team

Mayor Strickland said we have an excellent health coverage area here and he welcomed Mr. Mickey Foster, CEO of First Health of the Carolinas to speak. Mr. Foster stated public acknowledgements are very important and thus they wished to thank the Village of Pinehurst for the usage of the Fair Barn for their COVID-19 Vaccine Program. He stated that in December COVID was hitting all-time highs. During one of the early meetings of his team, they looked at potential locations where there would be a large enough space to accommodate their program. He stated it was then that the Village stepped up to offer the Fair Barn and we are thankful for this partnership.

Roxanne Elliot, First Health of the Carolinas Project Director stated they held the first clinic from January 5-12 and we are hosting the last clinic on June 16th. During the clinics, Ms. Elliot said the staff had administered 33,765 shots at the Fair Barn and anticipated hitting 34,000 on June 16th. She stated the first day they did 500 shots and now are capable of doing well over 2000 a day. Ms. Elliot said the Fair Barn was featured in the News & Observer from Raleigh so hopefully those people would host their weddings etc. She stated she wished to thank Holly from Parks and Rec and the Moore County Emergency Squad for all their assistance.

Mr. Foster presented a check to the Village for wear and tear on the Fair Barn that he said may have occurred during their usage and the Mayor offered a thank you from Council and staff for their generosity. Mr. Foster stated vaccinations would now be administered by the Moore Health Department and the Convenient Care Center. He stated to make appointments residents could call 947-SHOT.

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.

- Approval of Village Council Meeting Minutes.
 - May 11, 2021 Regular Meeting
 - May 11, 2021 Work Session

End of Consent Agenda.

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

6. Motion to Recess Regular Meeting and Enter Public Hearing.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Boesch, Council unanimously approved to recess the regular meeting and enter into a public hearing by a vote of 5-0.

7. Public Hearing No. 1 – Fiscal Year 2022 Budget.

Village Manager Sanborn stated this project began back at the December Retreat where Staff collected input and worked tirelessly to prepare the proposed Fiscal Year 2022 Budget. He stated 6 weeks ago, the Draft proposal was presented to Council and then the Final draft budget was presented at the last meeting. Mr. Sanborn stated Council then attended a public work session on May 19th and so tonight, we are here to allow the public to engage in the process. This agenda item is for the statutorily required Annual Budget Public Hearing. During this hearing, any person wishing to speak about the recommended FY2022 Budget may do so. The budget in its entirety is located online at www.vopnc.org/sop. In addition, public feedback on the FY2022 Budget and Strategic

Operating Plan may be provided and viewed online at <http://engage.vopnc.org/fy22>.

The FY 2022 Strategic Operating Plan (SOP) was developed to achieve the Council's vision, mission, goals, & objectives, to address strategic challenges & opportunities facing the community, and to comply with the Distinguished Budget Presentation Award requirements. The Village Council held one Budget Work Session on May 19th to review the SOP in detail. Within the plan, there are three areas of focus: Manage development to protect Village character; Support the business community; and provide a safe and effective multi-modal transportation system.

The FY 2022 General Fund Budget Overview provides for a \$24.0 million budget, which is 6% above the FY 2021 amended General Fund budget as of December 31, 2020. Of note is that 5% of the 6% increase is the result of acquiring the library and archives. The property tax rate of \$0.315 is an increase of \$0.015. The plan includes \$2.5 million of appropriated fund balance and has an expected ending fund balance of 42.2% of expenditures. The plan calls for the hiring of 10 new full-time equivalents (FTEs): a Financial Services Supervisor; two firefighters; a Planning & Zoning Specialist; a part-time Code Technician; a Solid Waste Equipment Operator; and four full-time and one part-time Library/Archives staff.

The Strategic Operating Plan includes five (5) Initiative Action Plans (IAPs): Updating the Pinehurst Development Ordinance at a projected cost of \$200,000; development of two small area plans for Village Place/Rattlesnake Trail Corridor and Pinehurst South/Hwy 5 Commercial Area at a cost of \$0 (paid from FY2021); Expansion of Downtown Parking Facilities at a cost of \$150,000; Development of a comprehensive stormwater master plan at a cost of \$125,000; and the expansion/enhancement of Library Services at a projected cost of \$988,875. This is a projected net cost of \$1,463,875.

FY 2022 Budgeted Revenues is broken down to represent 30% of revenue coming from Intergovernmental Resources (local option sales tax); 51% Property Taxes; 10% Fund Balance Appropriations; 5% Other Revenues; and 4% from Permits & fees. FY 2022 Budgeted Expenditures is broken down to represent 54% of expenditures devoted to Salaries & Benefits; 32% to Operating Costs; 12% to Capital expenditures; 2% to Debt Service; and 0% to Other Financing Uses (Debt Service). Amount of Tax dollars budgeted for FY 200 by function (General Fund) are by category: Cultural & Recreation \$0.20 (hire due to the library investment); General Government \$0.14; Public Safety (Police, Fire and Inspections) \$0.32; Economic Development \$0.06; Transportation \$0.19; and Environmental Protection \$0.09.

Mayor Strickland opened the meeting to Public Comments. Debbie Lalor of Azalea Road asked if staff could speak about the Magnolia Streetscape project and more specifically as to whether there would be parallel parking lines drawn onto Magnolia Street. Mr. Jeff Batton, Assistant Village Manager of Operations stated the project is about to launch and there are finalizing the draining package. Draining is expected to start next week and the brick sidewalks – primarily on the Brewery side of the road - will start on June 10th. He stated the parking bays across from century link would be installed the next fiscal year along with the brick curbing and road striping. He further stated the draining would be going underground. Mr. Batton stated the stormwater that is currently there is an asphalt swell. He noted they will demolish the asphalt curbing in order to create the parking bays – they do not extend up to the first residential home – they extend down to an area across from brewery – up to the current vacant lot. Mr. Batton stated this is a continuation of an effort to connect this area to the downtown area – initially we went down Community Road – then went to McIntire Area and Pinehurst Pizza area – with enhancement done also at public Services across the street. He stated this would be a continuation of this project.

In addition, Mr. Batton said it does dovetail in with the Small Area Plans enhancements that are being designed. Ms. Lalor stated that when the consultant made his presentation he was uncertain that the lane width would accommodate the sidewalk. She asked how this would be addressed. Mr. Batton stated the current design shows sidewalks being relocated, but we have went back to the consultant to have them look to see if the sidewalks will need to be lowered to meet the elevations. He stated if we do not move the sidewalk, we would have a green space between the pavement and sidewalk.

Mr. Batton said the width of the road currently has lessened as the Resort has added some parking as well as the pandemic has lowered downtown numbers. The width should be able to stay the same as it is now as we have arranged the parking bays. We have gained an easement from Century Link to help with this. This easement will allow us to gain some width.

Steve Saye of 40 McCaskill road – Received a phone call from Jeff Batton and plans to meet with him on Thursday. He states he has the lot on the corner and is interested in this from the parking aspect. He stated he hopes we are working with all the stakeholders to be sure we are communicating with each other and working toward a bigger plan. He would like to know more about the traffic issues we are going to encounter as our town continues to grow. He asked if the three lots adjacent to his lots have access to these 22 spots. He said he would like to see our lines of communication stay open. Mr. Batton stated the entrance would have driveway permits that will give them access.

8. Motion to Adjourn Public Hearing and Re-Enter Regular Meeting.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Davis, Council unanimously approved to adjourn the public hearing and re-enter the regular meeting by a vote of 5-0.

9. Q3 Update on the Status of the FY2021 Strategic Operating Plan Implementation.

Lauren Craig, Village Staff, presented a report on the Village of Pinehurst Strategic operating Plan Update for FY 2021-Q3, January 1, 2021 – March 31, 2021. She stated each year that the Pinehurst Village Council adopt a Strategic Operating Plan, which indicates the Village's plans to achieve our vision and mission. The Strategic Operating Plan covers the fiscal year that begins on July 1 and includes a five-year financial plan. Ms. Craig stated the vision is what the village intends to be and the mission is what the Village must do to achieve that vision. The Village's core values are the guiding principles and behaviors that embody how Village employees and volunteers are expected to operate as they provide services.

Ms. Craig stated the Village uses a Balanced Scorecard (BSC) to integrate strategic planning and resource allocation. The BSC contains goals, objectives, and key performance indicators in four perspectives to ensure a balanced approach to evaluating the achievement of organizational strategy: Customer, Internal, Workforce, and Financial. She reports the Balanced Scorecard contains nine strategic goals in the four perspectives: Safeguard the Community; Provide High Quality Development & Appearance; Promote a Thriving Business Community; Promote Transportation Mobility & Connectivity; Protect the Environment; and Promote Active Living & Cultural Opportunities.

Ms. Craig stated each balanced scorecard goal has one or more strategic objectives. Strategic objectives indicate how we will achieve the Village goals. She stated in FY 2021, the Village Council identified three strategic objectives as Areas of Focus: Manage development and enforce codes and ordinances; provide a safe and effective multi-modal transportation system; and Manage stormwater systems. Ms. Craig explained we define strategic opportunities as prospects for new or changed services or processes. The Village Council prioritizes the list of strategic opportunities identified in the annual Strategic Planning Retreat. She stated there are 10 OFIs beginning in FY 2021 addressing these strategic opportunities included in the five-year financial forecast (FY 2021-2025). There are five future year OFIs that will begin in the years FY 22 – FY26+.

Councilmember Boesch stated that we need to assure the public that what has been completed as it pertains to the multi-modal transportation system is not all that we plan to do. Ms. Craig said this portion was to create the position of Transportation Planner, which was completed.

Ms. Craig updated Council on the status of FY 2021 Initiative Action Plans at March 31, 2021 conclusion. She stated the FY 2021 Strategic operating Plan includes seven Initiative Action Plans (IAPs). As of March 31, 2021, of the 7 IAPs scheduled to begin, all seven were in progress and on schedule. She stated the Village achieved projected performance for the seven IAPs of 100% effectiveness rating. The seven IAPs consist of: Update the Pinehurst Development Ordinance (FY21-25); Small Area Plan for the Village Place/Rattlesnake Trail Corridor and Pinehurst South/Hwy 5 Commercial Area (FY21); Develop a comprehensive storm water master plan (FY21-23); Planning & Inspection Process Improvements (FY21); Build Baldrige Framework Systems & Culture (FY21); Expand GIS Capabilities (FY21); and Workforce Learning and Development (FY21). Ms. Craig stated staff would continue to monitor these through the last quarter and roll on into FY 2022.

10. Discuss and Consider Ordinance #21-07 for a proposed Amendment to the Official Zoning Map for a portion of Moore County PID # 00025800.

Mayor said at the last meeting on May 11th we had a very comprehensive review and looked at the plan in a detailed manner. We have invited representatives of the Resort to provide their updates tonight and changes.

Dick Higginbotham, CFO of Pinehurst Country Club said that 100 years ago this year, Leonard Tufts envisioned a much grander vision of the Country Club that would have included a facility with guest rooms. In 1922, the Club House was under renovations and again 50 years later. Both of these projects share in that they had to make some changes that affected some historical aspects. We know that change is essential and we are here today to discuss the request again. He stated we are now asking for approval from the Village Council within the next 30 days. Coming out of Planning and Zoning, there were eight conditions approved by both the applicant and the board, which have been discussed at past meetings.

Mr. Higginbotham discussed these conditions, which were:

1. Maximum building height of 55 feet;
2. Front yard setback of 40' minimum; side yard setback of 20' minimum; and side street setback of 30' minimum;
3. Increase in allowed signage size and amount by 50% for the north and east sides of the building only;
4. Provide 85 standard size parking spaces on the subject property;
5. PRCC will provide parking required for the Lodge facility on the subject property;
6. PRCC, as stated above, will consider construction of a parking structure on the subject property and/or additional surface parking areas, bringing plans forward to the Village at the specified date.
7. PRCC and Village of Pinehurst enter into a development agreement for PRCC to provide the required parking spaces per conditions 4, 5, and 6.
8. Efforts will be made to preserve 2 specimen trees on either side of the proposed emergency fire access along the west property line.

Mr. Higginbotham noted that due to required calculations the highest point of the lodge, which from elevation is 45' high, becomes higher than the allowed current height allowance, due to the sloping property. He also noted signage, condition three, would still have to be approved.

Mr. Higginbotham stated they would remove the Dining room facility – which means we can extend the locker room – USGA – Player Designer Space was the least needed. The Board Room will remain but the number of square footage will be less. He discussed their understanding of the parking requirements based on the PDO standards for the lodge as being 74 spaces. He stated the applicant will agree to go to 125 standard size parking spaces and as required in condition no. 6, any changes that occur will result in these spaces being reevaluated. He stated that they would also turn in the parking plan three months before the U.S. Open to allow for ample time for the Village to view and consider.

Mr. Higginbotham stated, as it pertains to the parking at the Carolina, applicant would add 86 new spaces, with the rear employment parking lot layout changing. This he states will lead to an additional gain of 28 spaces for employees. Mr. Higginbotham stated in the Rear Pool Lot, 20 additional spaces would be gained for employees. As well, 35 additional spaces will be added in the Front East Wing Parking lot – used for guests overflow. Mr. Higginbotham stated 3 additional spaces would be added on the Front West Wing parking lot; bring a total of additional spaces to 126.

Mr. Higginbotham stated that an additional alternate parking site could be off Barrett Road. A further alternative site could also be a Greenhouse Parking Lot Alternative. He stated these two alternative locations could provide an additional 246 spaces. He further stated that the applicant is comfortable they have met the parking conditions expectations.

Mr. Higginbotham stated as it pertains to questions about the architecture of the building: he showed the revised floor plans as concept drawings. He noted changes might change before the final submittal of the plans to the construction plans. The Lodge on Level 1 – Locker Room did not change in size but will be taller. The USGA dining space was eliminated. There will be regular guest rooms, larger suites, and two offices located in the building. There will also be laundry and normal maintenance rooms.

Mr. Higginbotham stated the Carolina Hotel Barrett Road Alternative Site Proof of Concept shows a potential 40 additional surface parking spaces. Bob Kuntz stated he provided the initial recommended conditions by the P&Z Board on 4/21/21 and the changes that the applicant has made based on these conditions. Changes are to provide 125 standard size parking spaces on the PRCC main campus, to include shuttle parking, storage, and driver parking will be relocated off the PRCC main campus. Also changed to that the PRCC will provide parking required for the lodge facility on the subject property three months prior to the 2024 US Open

Golf Tournament to allow review, approval, and construction to begin prior to Year-end 2024, provided plans are approved by the Village in a timely manner.

Councilmember Drum asked why if the Village would approve the three suggested alternative areas, then why could this not become part of the conditions. He said he would have no problem with that as long as the Village approves those.

Mayor Strickland asked who would be shuttled. Mr. Higginbotham said the caddies most likely. Mayor Strickland asked how that would be managed. Mr. Higginbotham stated Caddies are third parties and are not our employees and currently they park where they are assigned. Caddies are on shift, morning, afternoon and a later crew during the summer so they come at various times. He said we already shuttle employees at certain times and manage that well. We anticipate seeing some shifts as the pandemic ends and we are currently seeing member play increasing as well as from outside tourist...

Mayor Strickland said he would like to discuss more about the core Village area parking. We would like to be able to divert parking but it appears the shuttling of people may cause problems. He would support the Greenhouse parking area. He said we are still looking at other alternatives, such as carts etc. We will have to just see how this all plays out as well during construction time. Councilmember Drum said he hopes these additional parking spaces at the Carolinas would help, but he would like to see it for not just employees. Councilmember Boesch stated she appreciates that they have really been listening to what the Public and Council has said. She said some of the things they say they could do however, need to continue to become true solutions.

Councilmember Hogeman said she appreciates the amount of work they have done on the parking and she appreciates the additional employee parking around the Carolina. She also appreciates the dining area. She said the PDO measures building height from common grade, which is normal. She said the point made at May 11th meeting, the lodge building appears to be out of scale from the clubhouse. She thought she would see some reduction in mass during the conception plan phase. For example, she said there are many service areas that were around the dining area and maybe the building could be rearranged to shorten the building from east to west. She also stated the turret bar being so close to the clubhouse it accentuates the height disparity.

Mr. Higginbotham said they are working with the Architects and he understands that the exterior of the building is all that is questioned. We are still looking at changes, including colors, room usage and size, and exterior design. We really need to have the actual final design to staff by September in order to give time to review it. Councilmember Hogeman asked about signage – she said the percentage size should not need to be change. Bob Kuntz said they are asking for 20sq foot 50% increase – meaning he would take a 20 sq. feet sign and that would become 30 sq. feet. Councilmember Hogeman said she would like to see sizes that are more specific.

Councilmember Hogeman asked if the plats are going to be merged. Mr. Koontz said no they had not planned on that. She asked that in the NW principal part where there is parking for employees, overflow and van parking, how many spaces are there now? He said 81 now. She stated she counted 15 vans and buses etc. today in that area. She wants to see a more definitive number on the actual spaces that are there. She said you anticipate needing 62 extra spaces for the lodge – She stated she showed that only 84 are needed but he is willing to put in 120 spaces, is that correct. She asked if the Carolina parking extra 125 would be for only the Carolina or also for the clubhouse. Mr. Higginbotham said employees as needed would use them.

Councilmember Hogeman asked about the 120 additional parking spaces at the greenhouses and how many vans etc. would this account for. She asked how that compares to the northwest corner. She stated she wants a specific breakdown on number of spaces lost compared to those are assumed created. Councilmember Hogeman said she wants to see a term sheet now and if it changes later, that is fine, but we need to see a plan now. Mayor Pro Tem stated they are not to that point she believes and that they have said they have agreed to have a plan together three months before the Open.

Mayor Strickland said they talked about the parking deck with the appearance of a Carriage House and one of the things deck parking does is double the amount of parking in a space. He said whatever we could do to get some low profile decking. Mr. Higginbotham said, vision is sometimes hard to imagine but he said surface space parking does not have to look ugly. He said he understands that Village wants to see this type of deck parking but it may not be the best way. It also has to fit in with what the Club House wants as well. Councilmember Drum said he would like to see some more detailed drawings. Mr. Higginbotham said the

artist would be working on these with the hope of being available in two weeks. These will be digital watercolor drawings to help see how the lodge looks beside the clubhouse. Councilmember Drum said he also wants to see number of spaces and who will be using them.

Mayor thanked them for their information and Council took a quick break, returning at 7:20 p.m.

11. Presentation of Financial Statements for the Quarter Ended March 31, 2021.

Brooke Hunter, Finance Director, presented Council with the Financial Statements for the Quarter ended March 31, 2021. She stated as we enter the final quarter of the fiscal year, the Village's financial condition remains strong, despite the economic impacts of the COVID-19 pandemic. Our revenue forecast for the first three quarters is on target. In addition, operating expenditures are running below expected levels and our capital outlays are within budget. These results should position us well to carry out the objectives outlined in the FY 2021 Strategic Operating Plan. We will also continue to closely monitor the impacts of the pandemic on our more economically sensitive revenues as the year progresses.

Ms. Hunter stated the Village's General Fund is showing \$3.9 million in income for the first nine months of the year. This is considerably lower than the \$6.5 million in income the prior year, but is comparable with other historical results at this point in the fiscal year. Last year's income at March 31 was unusually high, primarily due to the return of \$1 million previously contributed to the Given Memorial Library capital expansion campaign. Fund balance in the General Fund is currently 66% of budgeted expenditures, which is the same level seen the previous year at March 31.

Ms. Hunter stated the Village's total cash and investment balances increased by \$456,000, or 3%, compared with the previous year. This small increase is due to operating expenditures that are lower than expected at this point in the fiscal year. Of the \$14.4 million in cash and investments at March 31, 2021, \$13.7 million was invested in the North Carolina Capital Management Trust Government portfolio. She noted this year, the Village made an early debt payoff for its final installment financing debt obligation. As of March 31, 2021, the Village has no installment financing debt.

Ms. Hunter stated General fund revenues were \$453,000, or 2.6%, above the year-to-date budget projections. Most of this variance is due to property tax revenues, which were \$227,000, or 2.1%, above the quarterly revenue estimate. The real and personal property tax collection rate of 99.87% is similar to this time last year. The real and personal base grew by 1.3%, compared to the same period last year, which is in line with our projection. The motor vehicle tax base grew by 13.0%, compared to the prior year.

Ms. Hunter stated for local option sales taxes, the actual collections for the first seven months of the year received are running 14.6% ahead of the previous year's collections. At the time the local option sales tax budget for FY 2021 was adopted, the impact of COVID-19 on sales tax collections was unknown. We budgeted this revenue source conservatively after reviewing information distributed by local economists and the North Carolina League of Municipalities. Fortunately, actual results were better than we expected, thus the budget for local option sales tax revenue was increased by \$314,000 in the mid-year budget amendment.

Ms. Hunter stated General fund operating expenditures were \$1,921,000, or 13.3%, below the quarterly budget. This variance is significantly larger than the expected year-end expenditure variance of 7%. A portion of the operating expenditure variance is due to lapsed salaries and benefits. Employee turnover has increased this year, with some positions remaining vacant for longer than expected. Although the largest variance this year has been in the Planning Department, other departments have also been affected. In addition to salaries and benefits, departments as originally planned have not expended other operating items. Examples include the Small Area Plan contract and departmental supplies that were encumbered but not expended by March 31.

Ms. Hunter stated for capital outlay, approximately 58% of the capital outlay budgeted in the first three quarters has been expended. One large component of the variance includes \$180,000 budgeted for the purchase of land for a future fire station, of which \$169,000 was expended in April. Another factor includes the timing of the Magnolia Streetscape project, large stormwater infrastructure projects, and sidewalk construction that are all underway. Staff expects a majority of these projects to be completed by year-end.

Ms. Hunter reported the Village issued 106 single-family residential building permits valued at \$33,624,000 during the first three

quarters compared to 147 the previous year. At this point, we project approximately 150 homes will be constructed in FY 2021, which is a decrease from the 189 permits issued in FY 2020. She stated based on our current estimates, we anticipate the Village's fund balance will decrease by approximately \$236,000 by the end of FY 2021. Ending fund balance for the General Fund is projected to be approximately \$10,994,000, 48% of expenditures, which is above our current policy minimum of 30%. Please note this forecast could vary significantly if departmental projects are delayed or not completed by year-end.

Ms. Hunter stated during the first three quarters, the Fair Barn covered 13% of operating expenditures with operating revenues due to the extensive state-mandated facility closures for most of the fiscal year. This is lower than the 71% achieved at this point the previous year and is below the revised balanced scorecard target of 55%. Fortunately, Governor Cooper's most recent executive order on May 14, 2021 eliminated capacity limitations and allows dancing at event venues, which has been a deterrent for many people interested in renting the Fair Barn for weddings over the past several months.

Ms. Hunter reported the Harness Track covered 49% of its operating expenditures compared to 62% the previous year. Revenues were lower than last year primarily due to five trainers who did not return and a couple of trainers who brought fewer horses. As we discussed last quarter, travel restrictions resulting from the pandemic contributed to lower revenue this season. Fortunately, soccer and lacrosse practices occurring at the track has brought in some additional revenue. The Harness Track's balanced scorecard target is to cover 45% of operating expenditures with operating revenues for FY 2021.

Ms. Hunter stated at this point in the fiscal year, I am pleased with the Village's financial condition and position. We will continue to monitor the impacts of the pandemic on our revenues and expenditures for the last quarter of the year. However, we have found that the effects were less severe than originally anticipated. The Village Council and Village managers are to be commended for meeting or exceeding most of the Village's financial targets. This also positions the Village well for the upcoming adoption of our five-year Strategic Operating Plan.

12. Discuss and Consider a Contract for Legal Services for FY 2022.

Brooke Hunter, Finance Director presented to Council the proposed contract for legal services with Van Camp, Meacham, & Newman, PLLC for FY 2022. She stated the functional terms of the contract are unchanged from the previous year with a 2% cost increase. Ms. Hunter noted the contract agreement states the Attorney will provide general legal representation to the Village in the following areas of law as they pertain to municipalities, with said list not being all-inclusive: Land Use Regulation; General Police (Ordinance making) powers; Employer-Employee relations, labor law, Environmental Law, Police and Public Safety law, and financial law.

Upon a motion by Councilmember Boesch, seconded by Councilmember Drum, Council unanimously approved to authorize the Mayor or his designee to execute a contract with Van Camp Meacham & Newman, PLLC for legal services for Fiscal Year 2022 by a vote of 5-0.

13. Discuss and Consider Ordinance #21-08 for a budget amendment to close the Community Center Capital Project Fund.

Brooke Hunter presented Council for discussion and consideration, Ordinance 21-08 for a Budget Amendment to close the Community Center Capital Project Fund. She stated the Community Center Capital Project Fund was created to account for the design and construction of the Community Center at Cannon Park. Ms. Hunter reported the project is complete and all invoices have been paid. She stated that after recording all closing entries, the total project was \$4,695,894. She reported that by adoption of the budget ordinance amendment presented, the remaining \$244,999 in the Community Center Capital Project Fund would be transferred to the General Fund.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Hogeman, Council unanimously approved, Ordinance 21-08 closing the Community Center Capital Project Fund and transferring all remaining funds to the General Fund.

14. Consider two-year extension for Waste Management Services

Jeff Batton, Assistant Village Manager of Operations stated the Waste Management solid waste services contract for Pinewild would expire on June 30, 2021. This agenda item is to consider a two-year extension with pricing holding steady in year one and adjusted based on CPI in year two. The annual value of the contract is estimated at \$254,600. If Council concurs with this two-year extension, we will need authorization to enter into the contract.

Mayor Strickland asked about PPOA's satisfaction with the Waste Management since they have had complaints of hydraulic leaks on the streets. Councilmember Boesch said she received a long email from the PPOA voices their dissatisfaction with Waste Management and the new PPOA board wants it to go on the board agenda on June 21st to discuss it. She stated they want to report to Jeff Batton via Amy Damone, Property Manager on the 21st. Mr. Batton said there is no way we can bid this out at this stage. He stated at the time of discussions with Pinewild PPOA there were no concerns and it was approved to continue with the service contract. He suggested we do it just for a one-year contract and then reevaluate. Mayor Strickland suggested we defer this to the June 8th meeting. Jeff said he would communicate with Amy and find out what other concerns they have.

15. Other Business

Councilmember Drum states he will be out of town on June 8th and he will call in via his zoom account.

16. Comments from Attendees.

- No Comments

17. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Drum, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 7:50 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



**VILLAGE COUNCIL
MINUTES FOR WORK SESSION OF MAY 25, 2021
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA**

IMMEDIATELY FOLLOWING THE REGULAR MEETING

The Pinehurst Village Council held a work session at 7:51 p.m., Tuesday, May 25, 2021, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The meeting was streamed in real time on the Village's website.

The following were in attendance in Assembly Hall:

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

And approximately 2 attendees, including 2 staff and 0 press.

1. Call to Order.

Mayor John Strickland called the Council work session to order.

2. Discuss 2022 Anniversary Events.

Mayor Strickland stated we would be celebrating three special events next year. Councilmember Boesch stated the Donald Ross celebration is slated for November 23. Councilmembers discussed various avenues of showing Village support of the Honorees. Suggestions ranged from planting a series of trees in an Anniversary Grove, interpretive exhibits at library, Banners, and collaborating with other area partners. What about banners with some depiction of the three celebrations – who would design this?

3. Discuss 2022 Pedestrian Walkway Plan.

Mayor Strickland stated we are discussing the \$400,000 that was set aside for walkways. Mayor Pro Tem Davis would like to have an itemization on how we plan to spend the 400,000. Councilmember Drum said he trusts staff and there are things we can do that are not controversial. Mayor Strickland said maybe what type of sidewalk is appropriate is based on the location.

Mayor Strickland asked Jeff Batton about the connectivity of the new elementary school to the community center. Mr. Batton said it is proposed to be brick around Cannon Park and would transition to sand day. Mayor Pro Tem Davis said she loves the screening for the elementary school. Mayor Strickland said the points is that we are using different materials based on what the neighborhood needs and preferences are.

Mr. Batton said we have some sand day, brick, and some screenings in the Historic District and this has developed over time. He said it is hard to find the breaking point as to where you go from one to another. He said we get many requests for sand day paths but we also get requests from those that do have it, they would like to have something different.

Mr. Batton said sand-day is hard to maintain and is staff and labor intensive. Jeff Sanborn said at one time we had this money designated to sidewalks and then later we found it was more appropriate to look at plans for path walks – and it has even been

suggested we make wider berms people could walk on. Councilmember Drum said it is a safety issue here about walking in the rides especially as dark as it is in Pinehurst. Mayor Strickland said we can make some safe walking spaces in places but some places we will not be able to arrange it.

Councilmember Boesch said she has some questions about pathways – Why did BPAC not meet for 18 months, topography, what the neighbor's want, DOT rideaways... listen to this. What about connectivity with other municipalities. Mayor pointed out we have alternatives because we have varying topographies.

Mayor Strickland stated we are going to refer the question of sidewalk appropriateness back to BPAC and Council agreed they want to see a flushed out and precise plan.

4. Discuss Upcoming Agenda Items.

- Golf Cart quantity and size and driven by unlicensed individuals and all hours of the night. Broadway Musical – Saturday night they were pulling their golf carts up on the green –
- Renewing on-street dining – parking issues and how we can carry that forward – Jeff Batton said he has had inquiries about stopping the on-street dining and if so do we establish new guidelines on how it can occur. Jeff said something less temporary looking and something more looks good with our aesthetics. Maybe they can only set up starting at 4:30 or 5:00. Should have to sign contract and commit to it with the understanding it can be pulled away. He stated there is a Bill going through the senate now "Social Districts" – would allow for off-premises alcohol consumption within a designated spot. Councilmember Hogeman said we need to make sure we are protected by liability. Jeff Sanborn said in the areas we have now, we cannot put adequate barriers. Jeff Batton said we would need an ordinance maybe – Jeff Sanborn said we could not enforce it! Mayor Strickland said if we want to have retail business than we need to do something for them. Mr. Sanborn said it might not even be legal to label signs. Mayor Strickland said we need to encourage our community retailers, shop owners etc. that we need to try to adhere to the retail marked spots.
- Renewable terms coming up – chairs need to talk to those who are serving if they want to reserve and start looking at the applications that came in
- Live after 5 worked well and think about what kinds of events we are having and being asked to have. – policy on what events we should have and a number – how many is too many – do they affect downtown businesses. – bring the list back to next work session – we want to build our character of Pinehurst. What are things that match our appeal.

5. Other Work Session Business.

Mayor Strickland stated

6. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Hogeman, Council unanimously approved to adjourn the work session, by a vote 5-0, at 9:12 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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PINEHURST FIRE DEPARTMENT

By The Numbers - April 2021



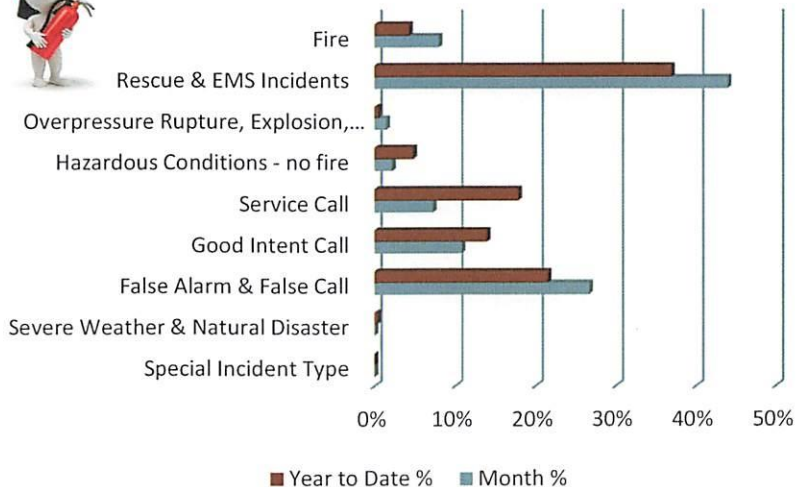
Month

Calls for Service **139**
 % Overlapping Incidents **16.55%**
 Busiest Day of Week **THURS**
 Busiest Hour of Day **6PM**
 # of Times Staff Recalled **4**

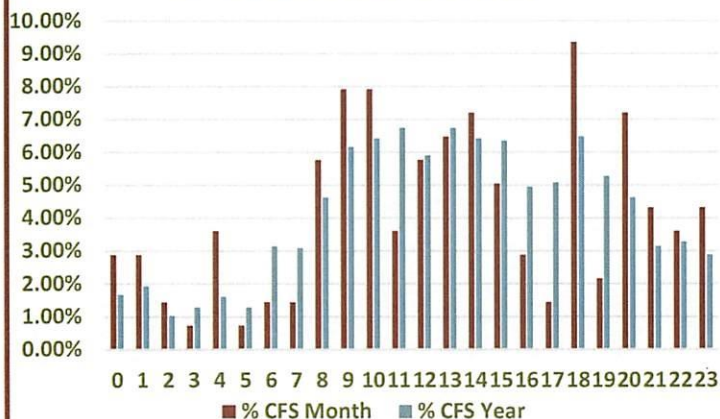
Year

Calls for Service **1571**
 % Overlapping Incidents **16.55%**
 Busiest day of Week **WED**
 Busiest Hour of Day **11AM/1PM**
 # of Times Staff Recalled **15**

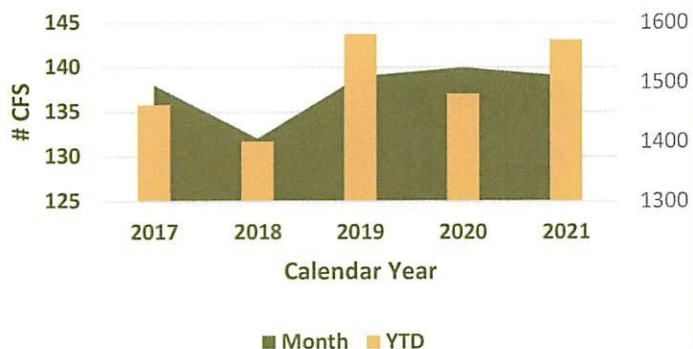
% of Calls for Service (CFS)



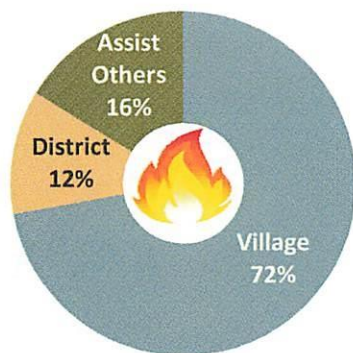
% CFS BY HOUR OF DAY



5 Year Comparison Through this Month of Year



LOCATION OF CFS FOR FY20



Inspections Completed this

MONTH **93**
 YEAR **961**

Code Violations Found this

MONTH **39**
 YEAR **457**

Percentage of Violations

Corrected YTD **98%**



Days Since Last Lost Time Accident in FD **442**

YTD Training Hours

IN HOUSE **5308**
 OUTSIDE **2467**



Public Awareness Contacts

MONTH **45,979**
 YTD **147,399**





HISTORY, CHARM, AND SOUTHERN HOSPITALITY

SUMMARY FOR THE MONTH OF APRIL 2021

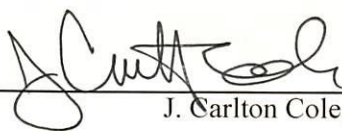
SUMMARY OF INCIDENT CALLS

TYPE OF INCIDENT	NUMBER THIS MONTH	NUMBER FYTD	NUMBER THIS MONTH LAST YEAR	NUMBER FYTD LAST YEAR	PERCENTAGE YTD
Fire	11	67	4	42	60%
Overpressure Rupture, Explosion, Overheat - no fire	2	8	0	5	60%
Rescue & EMS Incidents	61	579	15	440	32%
Hazardous Conditions - no fire	3	75	7	126	-40%
Service Call	10	280	29	288	-3%
Good Intent Call	15	219	23	251	-13%
False Alarm & False Call	37	337	30	288	17%
Severe Weather & Natural Disaster	0	6	32	39	-85%
Special Incident Type	0	0	0	1	-100%
TOTAL INCIDENTS	139	1571	140	1480	6%

SUMMARY OF INSPECTION

TYPE OF INSPECTIONS	NUMBER THIS MONTH	NUMBER FYTD	NUMBER THIS MONTH LAST YEAR	NUMBER FYTD LAST YEAR	PERCENTAGE YTD
Residential	8	137	7	110	25%
Residential New Systems	0	0	0	0	0%
Residential Fire Sprinkler	4	41	0	3	1267%
Commercial	35	371	10	114	225%
Plan Review/Site Inspections	20	176	8	28	529%
Reinspection	26	208	1	110	89%
Occupancy Certificates	0	28	0	9	211%
TOTAL INSPECTIONS	93	961	26	374	157%
Violations Found:	39	457	7	138	231%
YTD Violations to be Corrected:		417		131	
YTD Violations Corrected:		410		84	
Correction Percentage:		98%		64%	

May 11, 2021


J. Carlton Cole, Fire Chief

FIRE DEPARTMENT

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

RESOLUTION #21-11:

A RESOLUTION TO COMMIT A PORTION OF FUND BALANCE IN THE GENERAL FUND (FUTURE CAPITAL).

THAT WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54 establishing a hierarchy clarifying the constraints that govern how a government entity can use amounts reported as fund balance; and

WHEREAS, the Village Council is the highest level of decision-making authority, and has the authority to commit, assign, or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; and

WHEREAS, the committed fund balance classification reflects amounts subject to internal constraints self-imposed by the Village Council; and

WHEREAS, once the committed fund balance constraints are imposed, it requires the constraint to be removed by the Village Council prior to redirecting the funds for other purposes; and

WHEREAS, the Village Council has adopted a Fund Balance Policy, as amended from time to time, in order to maintain adequate working capital and a good credit rating; and

WHEREAS, the Village's Fund Balance Policy states the Village Council may commit a portion of fund balance for future capital needs in the General Fund when fund balance is in excess of 40% of actual General Fund expenditures as reported in the year-end Annual Comprehensive Financial Report; and

WHEREAS, the Village's Fund Balance Policy states that in no instance shall the amount of fund balance committed for future capital needs cause the unassigned General Fund fund balance to fall below 15% of actual General Fund expenditures as reported in the year-end Annual Comprehensive Financial Report; and

WHEREAS, the Village's Fund Balance Policy states the Council must approve a separate resolution for the respective year to commit fund balance for future capital in the General Fund; and

WHEREAS, the calculation of committed fund balance will occur during the completion of the year-end Annual Comprehensive Financial Report.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in regular meeting assembled this 8th day of June, 2021, as follows:

SECTION 1. In accordance with the provisions of GASB 54, Village Council hereby commits the amount of General Fund fund balance that exceeds 40% of actual General Fund expenditures as of June 30, 2021 as reported in the Annual Comprehensive Financial Report for

future capital within that, as indicated by the committed fund balance classification, cannot be used for any purpose other than directed above, unless the Village Council adopts another resolution or ordinance to remove or change the constraint.

SECTION 2. To comply with the Village's Fund Balance Policy, should unassigned fund balance fall below 15% by committing fund balance for future capital as calculated in Section 1, the amount of committed fund balance for future capital will be reduced to ensure unassigned fund balance remains at 15% of actual General Fund expenditures.

THIS RESOLUTION passed and adopted this 8th day of June, 2021.

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

RESOLUTION #21-10:

A RESOLUTION TO COMMIT A PORTION OF FUND BALANCE IN THE GENERAL FUND (GIVEN MEMORIAL LIBRARY & TUFTS ARCHIVES BUILDING AND OPERATIONAL IMPROVEMENTS).

THAT WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54 establishing a hierarchy clarifying the constraints that govern how a government entity can use amounts reported as fund balance; and

WHEREAS, the Village Council is the highest level of decision-making authority, and has the authority to commit, assign, or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; and

WHEREAS, the committed fund balance classification reflects amounts subject to internal constraints self-imposed by the Village Council; and

WHEREAS, once the committed fund balance constraints are imposed, it requires the constraint to be removed by the Village Council prior to redirecting the funds for other purposes; and

WHEREAS, the Village Council and the Given Memorial Library/Tufts Archives Board signed a non-binding agreement on March 1, 2021 outlining the future they see for the library and archives; and

WHEREAS, in accordance with the proposed actions and commitments outlined in the initial agreement, the Village Council has determined it will commit \$1,000,000 of General Fund fund balance for the year ending June 30, 2021 for the purpose of funding improvements to the existing Given Memorial Library & Tufts Archives building and other operational improvements.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in regular meeting assembled this 8th day of June, 2021, as follows:

SECTION 1. In accordance with the provisions of GASB 54, Village Council hereby commits \$1,000,000 of General Fund fund balance as of June 30, 2021 for improvements to the existing Given Memorial Library & Tufts Archives building and other operational improvements within that, as indicated by the committed fund balance classification, cannot be used for any purpose other than directed above, unless the Village Council adopts another resolution or ordinance to remove or change the constraint.

THIS RESOLUTION passed and adopted this 8th day of June, 2021.

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

DRAFT

RESOLUTION #21-03:

A RESOLUTION TO AMEND THE FUND BALANCE POLICY FOR THE GENERAL FUND.

THAT WHEREAS, the North Carolina Local Government Commission has recommended that General Fund fund balance available for appropriation should be no less than 8% of the prior year's expenditures to maintain fiscal responsibility under the Municipal Fiscal Control Act; and

WHEREAS, the Village Council desires for the Village to maintain adequate working capital and to maintain a good credit rating in order to obtain favorable financing rates on debt issuances; and

WHEREAS, the Council adopted a Fund Balance Policy for the General Fund on March 11, 2003 by Resolution #03-4, and amended that policy on May 10, 2005 by Resolution #05-11 and May 25, 2010 by Resolution #10-19; and November 13, 2012 by Resolution #12-62; and

WHEREAS, the Village has elected to amend the Fund Balance Policy for the General Fund;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in regular meeting assembled this 9th day of February 2021, as follows:

SECTION 1. When preparing the annual General Fund budget, the amount of appropriated fund balance should result in an anticipated ending total fund balance at a minimum of 30% of budgeted expenditures.

SECTION 2. Management is further directed to maintain unassigned General Fund fund balance as reported in Village's Comprehensive Annual Financial Report (CAFR) of greater than 15% of actual General Fund expenditures as reported in the CAFR for the year audited.

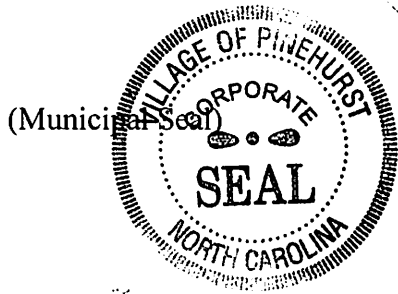
SECTION 3. When total fund balance as reported in the Village's Comprehensive Annual Financial Report (CAFR) is in excess of 40% of actual General Fund expenditures as reported in the CAFR for the year audited, Council may commit excess fund balance each year for future capital needs, by approving a separate resolution for the respective year. However, in no instance shall the amount of fund balance committed for future capital needs cause the unassigned General Fund fund balance to fall below the 15% of actual General Fund expenditures as stated in Section 2.

SECTION 4. Management is expected to manage the budget so that revenue shortfalls and expenditure increases do not impact the Village's targeted fund balance levels outlined above. If a catastrophic economic event occurs that requires a 5% or more deviation from total budgeted revenues or expenditures, then the targeted fund balance levels established herein can be reduced

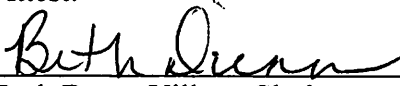
by action of the Village Council; the Council will also adopt a plan of action to return fund balances to the required levels.

SECTION 5. This policy shall supersede all previously adopted fund balance policies of the Village of Pinehurst.

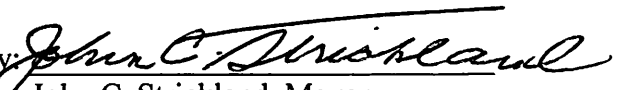
THIS RESOLUTION passed and adopted this 9th day of February, 2021.



Attest:


Beth Dunn, Village Clerk

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: 
John C. Strickland, Mayor

~~Approved as to Form:~~ 
Michael J. Newman, Village Attorney

VILLAGE OF PINEHURST
Budget Ordinance
Fiscal Year 2022

BE IT ORDAINED AND ESTABLISHED by the Village Council of Pinehurst, North Carolina, in the Regular Meeting assembled this 8th day of June 2021 as follows:

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of Village government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this Village:

EXPENDITURES:

Governing Body	\$ 147,400
Administration	1,837,092
Financial Services	840,960
Human Resources	573,580
Police	3,739,661
Fire	3,661,947
Inspections	384,510
Public Services Administration	835,611
Streets & Grounds	2,583,290
Powell Bill	1,200,100
Solid Waste	2,118,230
Planning	1,236,990
Community Development	134,500
Recreation	2,237,309
Library	865,243
Harness Track	671,872
Fair Barn	368,935
Other Financing Uses	<u>550,000</u>
TOTAL EXPENDITURES	<u>\$ 23,987,230</u>

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

REVENUES:

Ad Valorem Tax Revenue	\$ 12,210,000
Other Taxes and Licenses	3,000
Unrestricted Intergovernmental Revenue	6,778,700
Restricted Intergovernmental Revenue	484,250
Permits and Fees	894,000
Sales and Services	689,950
Other Revenues	394,980
Investment Income	1,400
Appropriated Fund Balance	<u>2,530,950</u>

TOTAL REVENUES \$ 23,987,230

SECTION 3. There is hereby levied a tax at the rate of thirty-one and one-half cents (\$0.315) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2021, for the purpose of raising revenue in the General Fund in Section 2 of this ordinance. This rate is based on a total valuation of property for the purposes of taxation of \$3,879,000,000 and an estimated collection rate of 99.9% for real and personal property and 100.0% for motor vehicles.

SECTION 4. Should the June 30, 2021 Annual Comprehensive Financial Report include at least \$725,000 of General Fund fund balance committed for improvements to the existing Given Memorial Library & Tufts Archives building and other operational improvements, the Council intends to use \$725,000 of this portion of fund balance to fund capital improvements to the building in fiscal year 2022.

SECTION 5. The Village Manager is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a department without limitation and without a report being required.
- b. He may transfer amounts between departments, including contingency appropriations, within the same fund to increase an appropriation up to \$25,000 in a single budget amendment. He must make an official report on such transfers at the next regular meeting of the Village Council. In the event a State of Emergency is declared by the Mayor or designee, unlimited budget amendment authority within the same fund is granted for expenditures directly related to the emergency. He must make an official report on any such transfers authorized under a State of Emergency at the next regular meeting of the Village Council.
- c. He may not transfer any amounts between funds, except as approved by the Village Council in the Budget Ordinance as amended.

SECTION 6. The Village Manager or his designee is hereby authorized to execute the necessary agreements within funds included in the Budget Ordinance for the following purposes:

- a. Purchase of apparatus, supplies, and materials where formal bids are not required by law;
- b. Leases of normal and routine business equipment;

- c. Construction or repair work where formal bids are not required by law;
- d. Consultant services, professional services, contracted services, or maintenance service agreements up to an anticipated contract amount of \$50,000. In the event a State of Emergency is declared by the Mayor or designee, unlimited contracting authority is granted for services directly related to the emergency. The Village Manager must report to the Village Council any executed contracts exceeding \$50,000 during the State of Emergency declaration;
- e. Agreements for acceptance of State and Federal grant funds; and
- f. Grant agreements with public and non-profit agencies.

SECTION 7. Copies of this Budget Ordinance shall be furnished to the Village Clerk, the Village Manager, and Financial Services Director for their direction and implementation.

THIS ORDINANCE passed and adopted this 8th day of June, 2021.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
John C. Strickland, Mayor

Attest:

Approved as to Form:

Kelly Chance, Village Clerk

Michael J. Newman, Village Attorney

RESOLUTION #21-04:

**RESOLUTION HONORING THE SERVICE OF MR. JOEL SHRIBERG TO THE
VILLAGE OF PINEHURST PLANNING AND ZONING BOARD AND BOARD OF
ADJUSTMENT**

WHEREAS, the Village Council of Pinehurst, North Carolina, wishes to acknowledge and express its appreciation to Mr. Joel Shriberg for his dedicated service to the citizens of Pinehurst as a member of the Board of Adjustment and the Planning and Zoning Board; and

WHEREAS, Mr. Shriberg was first appointed to the Planning and Zoning Board on January 25, 2011 and as a member of the Board of Adjustment on March 13, 2012 and served until January 30, 2017; and

WHEREAS, Mr. Shriberg was re-appointed to the Board of Adjustment and Planning and Zoning Board on February 1, 2018 and served until January 31, 2021; and

WHEREAS, Mr. Shriberg 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, Mr. Shriberg has been a significant contributor to a number of subcommittees and study groups, always utilizing his analytical skills and his past experiences to create better outcomes for the community and gaining a broad consensus; and

WHEREAS, Mr. Shriberg was involved in numerous reviews of significant development projects in Pinehurst and its extraterritorial jurisdiction in which he 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, Mr. Shriberg'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 this 23rd day of February, 2021 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 Mr. Shriberg as a token of our gratitude.

This Resolution passed and adopted this 23rd day of February, 2021.

(Municipal Seal)



Attest:

Beth Dunn

Beth Dunn, Village Clerk

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: John C. Strickland

John C. Strickland, Mayor

Approved as to Form:

Michael J. Newman

Michael J. Newman, Village Attorney