VILLAGE COUNCIL
AGENDA FOR REGULAR MEETING OF April 28, 2015
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM

1. Call to Order.

2. Invocation and Pledge of Allegiance.

3. Presentation of a Mayoral Proclamation for the 2015 Concours d'Elegance.

4. Reports:
   - Manager
   - Council

5. Motion to Approve Consent Agenda.

   All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

   A. Approval of Draft Village Council Meeting Minutes.

      March 3 Work Session Minutes
      March 10 Regular Meeting Minutes
      March 24 Regular Meeting Minutes

   End of Consent Agenda.

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

7. Public Hearing No. 1

   The purpose of this hearing is to receive citizen comments about the close-out of Community Development Block Grant (CDBG) #07-D-2356 that the Village received from the North Carolina Department of Commerce Division of Community Assistance (NCDCA).

8. Public Hearing No. 2

   The purpose of the public hearing is to consider an Official text amendment to the Pinehurst Development Ordinance Section 9.13 (8) Exception to Fence Height and Design Type. This amendment will remove the regulation that allows the Village Council to grant an exception to fence height and type. The applicant is the Village of Pinehurst.

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

10. Consider Ordinance #15-08 amending the Pinehurst Development Ordinance Section 9.13 (8) Exception to Fence Height and Design Type.

11. Consider a resolution opposing Senate Bill 369 Sales Tax Fairness Act.

12. Consider a request for special non-residential intensity allocation for Pinehurst Allergy.
13. Discuss and consider a budget amendment for cul-de-sac modifications.
14. Presentation of the FY 2015 Strategic Plan Q3 Status Update.
15. Discussion on the disposition of Juniper Lake Road Property.
16. Discuss and consider a new concept plan for additional parking at Village Hall.
17. Other Business.
18. Comments from Attendees.
19. Motion to Adjourn.

History, Charm, & Southern Hospitality.

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

Competent
Courteous
Professional
Responsive

PRESENTATION OF A MAYORAL PROCLAMATION FOR THE 2015 CONCOURS D'ELEGANCE.

ADDITIONAL AGENDA DETAILS:

FROM:
Lauren Craig

CC:
Natalie Dean

DATE OF MEMO:
4/23/2015

MEMO DETAILS:
Jay Howard, President of JHE, will attend the meeting to accept the Mayoral Proclamation on behalf of the Pinehurst Concours d'Elegance. The third annual Pinehurst Concours will be held on Saturday, May 2, 2015.

ATTACHMENTS:

	Description
🗋	Proclamation for the 2015 Pinehurst Concours d'Elegance

M A Y O R A L   P R O C L A M A T I O N

VILLAGE OF PINEHURST

THAT WHEREAS, the Pinehurst Concours d'Elegance is a unique celebration of America's passion for the automobile and honor for the brave men and women who protect and provide the very freedom we enjoy; and

WHEREAS, the Village of Pinehurst, North Carolina is proud to host the third annual Pinehurst Concours d'Elegance on Saturday, May 2, 2015; and

WHEREAS, to celebrate the automobile, this year's event will welcome over 250 rare and classic automobiles and motorcycles, from across the country, staged on the fairways of the Pinehurst Resort; and

WHEREAS, each year car enthusiasts from around the world gather in Pinehurst, North Carolina to catch a glimpse of the finest automobiles; and

WHEREAS, a trademark of the Pinehurst Concours, the Iron Mike Rally, allows entrants the opportunity to drive their vehicles in a 70-mile roundtrip caravan from the Carolina Hotel to Fort Bragg to spend a day with the troops; and

WHEREAS, continuing its strong military ties, the Pinehurst Concours Foundation named the USO of North Carolina as the beneficiary of donations for the 2015 event; and

WHEREAS, the Village of Pinehurst is honored to be the site of this vintage auto showcase in a championship setting.

NOW THEREFORE, I, Nancy Roy Fiorillo, Mayor of the Village of Pinehurst, do hereby proclaim May 2, 2015 as "Pinehurst Concours d'Elegance Day" in the Village of Pinehurst, North Carolina.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the Village of Pinehurst, this the 28th day of April, 2015.

____

Nancy Roy Fiorillo, Mayor

APPROVAL OF DRAFT VILLAGE COUNCIL MEETING MINUTES.

ADDITIONAL AGENDA DETAILS:

March 3 Work Session Minutes
March 10 Regular Meeting Minutes
March 24 Regular Meeting Minutes

FROM:
Lauren Craig

CC:
Jeff Batton

DATE OF MEMO:
4/22/2015

MEMO DETAILS:
See attachments for draft minutes.

ATTACHMENTS:

	Description
	March 3 Work Session
	March 10 Regular Meeting
	March 24 Regular Meeting

MINUTES OF
VILLAGE COUNCIL WORK SESSION
MARCH 3, 2015

395 MAGNOLIA ROAD
COUNCIL CONFERENCE ROOM
PINEHURST, NORTH CAROLINA
4:30 P.M.

The Pinehurst Village Council held a Work Session at 4:30 p.m. on Tuesday, March 3, 2015 in the Council Conference Room of the Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Mr. Clark H. Campbell, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Ms. Claire L. Phillips, Councilmember
Mr. John C. Strickland, Councilmember
Mr. Jeffrey H. Batton, Interim Village Manager
Ms. Lauren M. Craig, Village Clerk

Excused absence: Ms. Nancy Roy Fiorillo, Mayor

And approximately 10 attendees, including 4 staff and 1 press.

1. Call to Order.
Mayor Pro Tem John Cashion called the meeting to order.

2. Village Council's work session discussion.
Council held a discussion on the following items:

- Discussion on Fence Waivers:
  - Interim Manager, Jeff Batton, introduced the discussion to obtain direction from the Village Council on fence waiver regulations included in the Pinehurst Development Ordinance (PDO). Kevin Reed, Director of Planning and Inspections, explained the options for Council to consider. Upon discussion, the Village Council supported changing the regulations in the PDO as they were prior to the rewrite and to keep height and location issues for fences with the Planning and Zoning board. Staff noted in order to make this change, an ordinance amending the PDO will be drafted and placed on a Planning and Zoning board agenda followed by an upcoming Village Council agenda.
- 300 Feet Sewer Tie-on Requirement:
  - Interim Manager, Jeff Batton, introduced the discussion item regarding the way sewer tie on requirements are measured. Councilmember Campbell noted the need to change the measurement of "as the crow flies" due to unreasonable uses. Kevin Reed, Director of Planning and Inspections, shared his research and history from the plumbing code for where this originated. Council held a discussion about this and requested that staff to draft an option(s) to define a recommended distance and to make the measurement via the right-of-way and bringing it back to Council.
- Hwy 5 Intersection Improvements at Barrett/McCaskill Roads and at McKenzie Road:
  - Interim Manager, Jeff Batton, shared a handout regarding the improvements to the Highway 5 intersections noting the preliminary cost estimates and the concept drawing. Mr. Batton recommended if Council decides to proceed with any of these improvements, it can be done in the FY 2016 budget using a portion of Powell Bill funds. The suggested improvements for McKenzie Road at Highway 5 included designating a right-in, right-out only island configuration on both the east and west side estimated between $60,000-70,000 depending on the materials. Barrett and McCaskill intersection modifications include establishing cul-de-sacs and realigning the intersection estimated at approximately $76,000. Several audience members, who are residents of McKenzie Road, spoke in favor of this project for their road. Council held a discussion about the concepts and determined to start the project in phases with the McKenzie Road project

improvements first while keeping phase 2 for McCaskill Road and Barrett Road improvements in the budget. Audience member Jeanne Casinella noted the need Pinehurst to study traffic throughout the Village.

- Village Hall Parking Lot:
  - Interim Manager, Jeff Batton, shared an updated concept plan from McGill Associates for the Village-owned land across the street from Village Hall to create additional parking spaces. McGill Associates suggested paving the parking entrance ramp area due to the slope, creating 16 additional parking spaces. The parking surface could be gravel or asphalt. Council held a discussion about this proposal and it was noted that the landscaping proposal by the CAC was on hold until the decision was made with this parking plan. Mr. Batton noted this would be a budget item requested in FY 2016 if Council determines to pursue this project. Council indicated it would like the item to be in the budget if possible, as a gravel surface.
- Splash Pad:
  - Council inquired about the splash pad project and staff confirmed this was in the CIP for $280,000. Council determined to continue with this plan for now and discussed the possibility to defer payment in escrow for the library for one year or to spread out the payment over three years to use it towards the splash pad next year or other capital needs. Council decided to leave the $300,000 escrow payment in the FY 2016 budget but would keep spreading the payments out as an option based on funding needs for Village projects. Staff determined to look into these options further.
- Forum on Property Owner Rights:
  - Councilmember Phillips suggested holding a forum on what private property owners' rights are, how the state views this, and have legal professionals there to give a perspective. Jeff Batton noted he shared this idea with Melissa Swarbrick from the Pinehurst Civic Group but noted they have held a similar discussion in the past and would not want to duplicate this. Council suggested that the Village host this instead.
- St. Andrews Pool/Bretton Woods Pool:
  - Interim Manager, Jeff Batton, updated the group on a discussion held with Pinehurst LLC about the Bretton Woods pool and the St. Andrews pool. Mr. Batton explained that staff is pulling together operating costs regarding the St. Andrews pool to determine what it would take to get this property up to standards as a government owned pool before asking Council to make a decision. The Bretton Woods pool was determined as undesirable due to access being by private road.
- Village Acres Lights:
  - Council inquired about an update on the lights provided in Village Acres and Mr. Batton noted that Bill Keith had not heard any other feedback recently.
- Stage Report:
  - Interim Manager, Jeff Batton, explained that Councilmember Phillips, Mayor Fiorillo, Mark Wagner, and Ashley Hunt worked on a budget item to consider the purchase of a mobile stage for FY 2016. Council briefly discussed the type of stage that is being recommended.
- Village Acres "Old Pool" Site:
  - Councilmember Phillips suggested that a park could be added in Village Acres on the open lot that previously a pool owned by Pinehurst LLC. Mr. Batton shared that staff has reached out to Pinehurst Resort leadership to discuss this further but did not hear back before the meeting.
- Interim Manager, Jeff Batton, noted that staff is working on details for another discussion regarding ongoing fixed costs vs. discretionary expenses and plan to have this ready by March 10.
- Juniper Lake Road Property:
  - Councilmember Campbell shared information on the property owned by the Village of Pinehurst on Juniper Lake Road noting the going rate is approximately $10,000 per acre and believes the Village should market the property for sale. Councilmember Cashion

asked if there is any need to use this lot for a future fire station site and staff agreed to look into this further. Councilmember Campbell noted the ability for the Village to sell the Juniper Lake Road property and use the funds to enhance the area around Village Place for future possibilities.

- Parks and Recreation Budget Amendment
  - Interim Manager, Jeff Batton, explained the need to repair the leaks in the Fair Barn skylights and noted this would need a budget amendment. Upon a motion by Councilmember Strickland, seconded by Councilmember Phillips, Council unanimously approved Ordinance 15-04 amending the budget of the Village of Pinehurst to repair skylights at the Fair Barn by a vote of 4-0. (A copy of the ordinance can be found in the Ordinance Book.)

3. Motion to Adjourn.
Councilmember Campbell moved to adjourn the Regular Meeting. The motion was seconded by Councilmember Phillips and carried unanimously. The Regular Meeting adjourned at 6:22 p.m.

Respectfully Submitted,

Lauren M. Craig
Village Clerk

MINUTES OF
VILLAGE COUNCIL REGULAR MEETING
MARCH 10, 2015

395 MAGNOLIA ROAD
ASSEMBLY HALL
PINEHURST, NORTH CAROLINA
4:30 P.M.

The Pinehurst Village Council held a Regular Meeting at 4:30 p.m., Tuesday, March 10, 2015 in the Assembly Hall of the Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Mr. Clark H. Campbell, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Ms. Claire L. Phillips, Councilmember
Mr. John C. Strickland, Councilmember
Mr. Jeffrey H. Batton, Interim Village Manager
Ms. Lauren M. Craig, Village Clerk

And approximately 19 attendees, including 6 staff and 1 press.

1. Call to Order.
Mayor Nancy Roy Fiorillo called the meeting to order.

2. Reports
Manager
- The staff is meeting with Community Road property owners on Wednesday at 2pm in Assembly Hall to review the streetscape plan.

Council
- None.

3. Motion to Approve Consent Agenda.

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

A. Consider a resolution reappointment member to the Community Appearance Commission (Holmes).
B. Consider a resolution honoring the service of Amy McKenzie on the Community Appearance Commission.
C. Consider a resolution reappointing the Chairman of the Beautification Committee (Rowell).
D. Public Safety Report
Police Department
Fire Department

End of Consent Agenda.

Councilmember Cashion moved to approve the Consent Agenda. The motion was seconded by Councilmember Strickland and passed unanimously with a vote of 5-0.

4. Discuss the Given Memorial Library Outpost Initiative.
Interim Manager, Jeff Batton, introduced Audrey Moriarty and Pat Corso from Given Memorial Library to present a proposal for the Outpost initiative. Mr. Corso explained the purpose of bringing in the Outpost into the Village Center and expanding services of the library. Ms. Moriarty explained the

library's need for additional programming space and how the Outpost will help meet these needs. Mr. Corso explained that the library is requesting the Village of Pinehurst to invest $50,000 for library services. Council held a discussion about the one-time funding request. Jeff Batton, Interim Village Manager, explained that if Council wishes to move forward with this initiative, staff would bring an operation agreement along with a budget amendment forward to the meeting on March 24 and Council formed a consensus to proceed. Ms. Moriarty noted the Outpost will be opening on April 1.

5. **Consider recommended changes to Retirement Recognition and Gifts Policy.**
Interim Manager, Jeff Batton, explained the Village's Policy Committee recently reviewed the employee Retirement Recognition and Gifts Policy and recommends several changes to the policy. John Frye, Financial Services Director, and Angie Kantor, Human Resources Director, discussed the recommended changes to the policy. Upon a motion by Councilmember Strickland, seconded by Councilmember Cashion, Council unanimously approved Resolution 15-11 amending the policy on Retirement Recognition and Gifts for the Village of Pinehurst by a vote of 5-0. (A copy of this resolution can be found in the resolution book.)

6. **FY 2016 Strategic Operating Plan Review.**
Natalie Dean, Assistant Village Manager, and John Frye, Financial Services Director, discussed items related to the development of the FY 2016 Strategic Operating Plan (SOP) and how Sr. Management will use the strategic planning model to develop the FY 2016 SOP. Ms. Dean reviewed the priority rankings of strategic challenges and Council confirmed the list as presented. Ms. Dean shared the criteria that staff will use to evaluate strategic initiatives, and Council confirmed the criteria. Council reviewed a list of preliminary initiatives proposed for the five-year plan and discussed these initiatives, noting suggested changes for staff to address.

John Frye explained the five-year financial planning process and the Capital Improvement Plan. Mr. Frye noted preliminary reevaluation numbers from Moore Co. were down 6.25% from the 2007 values. Mr. Frye suggested a $0.30 tax rate would be recommended from a revenue neutral standpoint when looking at the five-year CIP. Mr. Frye explained capital expenditures in the general fund and what was discretionary versus routine within this and reviewed the capital purchasing plans. Ms. Dean noted staff plans to deliver the draft SOP to Council at the beginning of May to hold work sessions for budget discussions before the required public hearing.

7. **Discuss the Development Finance Initiative (DFI) Program.**
Interim Manager, Jeff Batton, explained the need for Council to discuss their meetings held with the UNC School of Government's Development Finance Initiatives (DFI) group to determine next steps. Mayor Fiorillo explained that this program does affect the public services facility decisions. Councilmember Campbell discussed the difficulties with the land under consideration in Village Place for commercial development. Councilmember Campbell explained the purpose of the DFI meetings for the public to understand the program. Council held a discussion about their position after the DFI meetings.

Pat Corso of Partners in Progress, discussed his experience with the UNC School of Government's DFI group noting it is a public process for a community based pre-development master plan. Council continued discussion about the DFI program and the public works site decisions.

Mayor Fiorillo suggested for DFI to submit a proposal not to exceed $50,000 for Council to consider.

8. **Discuss Public Services Concept/Juniper Lake Road Property.**
Interim Manager, Jeff Batton, explained that Council reviewed the revised Public Services Facility concept plan at their February 24 meeting and previously discussed the Juniper Lake Road property and possible options for it. He noted since they have now also discussed the Development Finance Initiative program relative to the Public Services site, Mr. Batton suggested Council continue discussion on these items to give staff direction for the capital budget planning period. Council formed

a consensus to proceed with the sale of the Juniper Lake Road property and to obtain an additional estimate for the public services facility concept.

9. Other Business

- Councilmember Strickland discussed the Woman's Exchange issues and efforts to help this group, including business management consulting guidance.
- Mayor Fiorillo discussed an issue noted by Maggie Barry who lives at Walker Station regarding school districts and their mailing address being in Southern Pines. Staff agreed to engage the post office in conversation and the Mayor agreed to speak with the School Superintendent.

10. Comments from attendees.

- Audience member, Doug Middaugh, shared an article about software to displace the need to hire new police officers called predictive policing software.
- Audience member, Tom Campbell, noted that cars are continuing to ignore the no u-turn on Midland Road and suggested using the motorcycle patrol to help enforce this.

11. Motion to Adjourn.

Councilmember Strickland moved to adjourn the Regular Meeting. The motion was seconded by Councilmember Cashion and carried unanimously. The Regular Meeting adjourned at 6:32 p.m.

Respectfully Submitted,

Lauren M. Craig
Village Clerk

MINUTES OF
VILLAGE COUNCIL REGULAR MEETING
MARCH 24, 2015

395 MAGNOLIA ROAD
ASSEMBLY HALL
PINEHURST, NORTH CAROLINA
4:30 P.M.

The Pinehurst Village Council held a Regular Meeting at 4:30 p.m., Tuesday, March 24, 2015 in the Assembly Hall of the Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Mr. Clark H. Campbell, Councilmember
Mr. John R. Cashion, Mayor Pro-Tem
Ms. Claire L. Phillips, Councilmember
Mr. John C. Strickland, Councilmember
Mr. Jeffrey H. Batton, Interim Village Manager
Ms. Lauren M. Craig, Village Clerk

And approximately 38 attendees, including 8 staff and 2 press.

1. Call to Order.
Mayor Nancy Roy Fiorillo called the meeting to order.

2. Invocation and Pledge of Allegiance
Interim Manager, Jeff Batton, offered the invocation and led everyone in the Pledge of Allegiance.

3. Presentation of resolution honoring Amy McKenzie for her service on the Community Appearance Commission.
Mayor Fiorillo presented a resolution to Amy McKenzie for her years of service on the Community Appearance Commission.

4. Reports

Manager

- Interim Manager, Jeff Batton, noted that the FY 2016 budget work sessions will be held on May 13 and May 14 from 4-6pm in the Council Conference Room. Council will receive the Strategic Operating Plan by May 6 to begin reviewing.
- Staff has posted a new topic on Open Village Hall, the Village's new online civic engagement portal, regarding code enforcement.

Council

- Councilmember Strickland attended the NC DOT presentation for the long range road plans for the area with Councilmember Cashion.
- Mayor Fiorillo met with Courtney Stiles, the new Director of First Tee, representing a 7 county area with an office in Pinehurst.

5. Motion to Approve Consent Agenda.

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

A. Approval of Draft Village Council Meeting Minutes
February 10 Regular Meeting Minutes
February 10 Closed Session Minutes
February 24 Regular Meeting Minutes

End of Consent Agenda.

Councilmember Strickland moved to approve the Consent Agenda. The motion was seconded by Councilmember Cashion and passed unanimously with a vote of 5-0.

6. **Presentation of the Beautification Committee Landscape Plan for Ritter Road/Hwy 5 Triangle.** Beautification Committee Chairman, Molly Rowell, and designer Bart O'Connor presented a landscape plan for the Village-owned triangle bounded by NC Highway 5, Ritter Road, and Shaw Road. Ms. Rowell noted the location of the triangle in discussion, its current condition, and explained the continuity with other planting areas along Highway 5 that follow the Olmsted tradition. Ms. Rowell shared the details of the landscape plan designed by Bart O'Connor. Mr. O'Connor added they are using the business model of buying everything at wholesale, all labor would be provided by staff and volunteers, and the design and management fee is waived. Upon review Council formed a consensus to proceed with this plan.

7. **Discuss the Pinehurst Business Guild Funding Request.** Marty McKenzie, President of the new Pinehurst Business Guild, presented a request by the Pinehurst Business Guild regarding funding for FY 2015 and FY 2016 to help carry out programs and services. Mr. McKenzie explained the focus of marketing and economic development for the Pinehurst Business Guild and how these new ideas began in October 2014. Mr. McKenzie noted 10 principles that the new executive committee agreed to abide by as they run this organization including the changing of its name to Pinehurst Business Partners and involving all businesses in Pinehurst. Upon discussion, Council formed a consensus to move forward with the next steps to support these efforts by having the executive committee send over a business plan and staff to prepare a budget amendment for the current fiscal year request that Council can consider at a future meeting. Council determined to consider the future funding requests during the budget review for FY 2016.

8. **Discuss Economic Incentive Grant Guidelines.** Natalie Dean, Assistant Village Manager, presented the modified version of the grant program criteria for Council to consider for the Village of Pinehurst. Ms. Dean explained the recommended modifications to the Moore County guidelines, shared a zoning map of land that would be eligible for these guidelines, explained the financial impact of the Village implementing these incentives, and noted a report from 2012 regarding the Village's statutory authority to offer incentive programs. Council held a discussion about the drafted guidelines. Upon a motion by Councilmember Phillips, seconded by Councilmember Cashion, Council unanimously approved the Economic Development Incentive Grant Guidelines as presented for the Village of Pinehurst by a vote of 5-0.

9. **Discuss and consider a motion for the Library Operations Contract.** John Frye, Financial Services Director, shared a draft operating agreement to formalize the services provided by Given Memorial Library. Mr. Frye noted that this contract has been developed in conjunction with the library Board of Directors and reviewed by the Village Attorney. Council held a discussion about the support of the library and funding. Audience member Doug Middaugh noted the library should be ADA compatible so residents could enter the facility. Upon a motion by Councilmember Cashion, seconded by Councilmember Strickland, Council unanimously approved that the Mayor, or her designee, be authorized to execute the contract for Given Memorial Library services by a vote of 5-0.

10. **Discuss and consider a budget ordinance and contract for Library OutPost Services.** John Frye, Financial Services Director, presented Council with a contract to provide first-year funding for programming staff and other costs related to the services contracted with the Given Memorial Library OutPost. Mr. Frye also explained the need to consider a budget amendment for this project. Audrey Moriarty from the library noted that the OutPost will be open on April 1. Council requested a financial plan for the OutPost be shared with the Council.

Upon a motion by Councilmember Cashion, seconded by Councilmember Phillips, Council unanimously approved Ordinance 15-05 amending the budget for the Village of Pinehurst for the Given Memorial Library OutPost Services by a vote of 5-0. (A copy of this ordinance can be found in the Ordinance Book.)

Upon a motion by Councilmember Strickland, seconded by Councilmember Campbell, Council unanimously approved that the Mayor, or her designee, be authorized to execute the contract for Given Memorial Library OutPost Services by a vote of 5-0.

11. Consider a motion to accept the donated lot on Timaquana Trail.

Interim Manager, Jeff Batton, explained that as discussed at the February Council meeting, 24 Timaquana Trail has been offered to the Village of Pinehurst as a lot donation with the potential to use this lot for drainage purposes. Upon a motion by Councilmember Strickland, seconded by Councilmember Cashion, Council unanimously approved that the Village of Pinehurst accept the donated lot at 24 Timaquana Trail by a vote of 5-0.

12. Discuss a revenue neutral property tax rate.

John Frye, Financial Services Director, explained that as the Village prepares revenue projections for the next fiscal year and the remainder of the five-year forecast, staff will need Council's direction on whether to proceed with a revenue neutral property tax rate. Mr. Frye noted that with the 2015 Moore County revaluation, the Village's tax base is estimated to decrease by 5.1%. Mr. Frye explained the revaluation process and revenue neutral basics. Mr. Frye gave specific residential examples using four different property values and gave Council several other items to consider. Council formed a consensus directing staff to proceed with preparing a revenue neutral budget.

13. Other Business

- Councilmember Strickland suggested for Fire Chief Carlton Cole to attend a future Council meeting to present information on the new File of Life program being offered through the Pinehurst Fire Department.

14. Comments from attendees.

- Audience member, Audrey Moriarty, clarified that the job description is no longer on the Given Memorial Library website but she would be happy to send this to the Council for review.

15. Motion to Adjourn.

Councilmember Cashion moved to adjourn the Regular Meeting. The motion was seconded by Councilmember Strickland and carried unanimously. The Regular Meeting adjourned at 6:20p.m.

Respectfully Submitted,

Lauren M. Craig
Village Clerk

PUBLIC HEARING NO. 1

ADDITIONAL AGENDA DETAILS:

The purpose of this hearing is to receive citizen comments about the close-out of Community Development Block Grant (CDBG) #07-D-2356 that the Village received from the North Carolina Department of Commerce Division of Community Assistance (NCDCA).

FROM:
Kevin B. Reed, Director of Planning and Inspections

CC:
Bruce Gould, Principal Planner

DATE OF MEMO:
4/20/2015

MEMO DETAILS:
The Village Council is required to hold a public hearing as part of the process to close out the Community Development Block Grant (CDBG) for Phase 3 of the Jackson Hamlet Sewer Project. The attached memorandum from CDBG Administrator Steve Austin includes a detailed explanation of the grant's activities and outcomes. Steve Austin and Principal Planner Bruce Gould will be present at the Council meeting to discuss this agenda item and answer any questions.

ATTACHMENTS:

	Description
	Memo from CDBG Administrator Steve Austin

April 20, 2015

MEMORANDUM

TO: Mayor and Village Council
Jeff Batton, Interim Village Manager

FROM: Steve Austin, CDBG Administrator

RE: Summary of Jackson Hamlet Phase 3 CDBG Project, CDBG #07-D-2356

BACKGROUND: In September 2012, the Village of Pinehurst was awarded $683,200 in Community Development Block Grant (CDBG) funds from the NC Division of Community Assistance and the US Department of Housing and Urban development to install public sewer and individual residential connections to 16 homes in the third and final phase of the Jackson Hamlet sewer project. Moore County provided $36,800 in local matching funds by waiving tap fees for the residences in the project area. No local Village funds were required or committed to this project.

The application for the funds included the following activities:

- Installation of 1,950 linear feet of 8" gravity sewer lines on Arnette Street and Olivia Lane in the eastern portion of the Jackson Hamlet community, plus related activities (engineering, permitting and inspection fees; crush and filling of septic tanks, resurfacing of public roads where cuts were made, erosion control measures required by the state).
- Taps and connections to 16 homes in the area.
- Program administration (10% of the total grant).

GRANT BUDGET: The grant project budget was as follows:

- Sewer construction (including engineering, permits, inspections and all associated activities) - $610,600
- Program administration - $73,200

The Village contracted with McGill Associates for engineering services, Sandhills Contractors, Inc. for construction, and myself for program administration. Contract amounts were as follows:

- McGill Associates - $83,700 for engineering services
- Sandhills Contractors, Inc. – $344,121.97 plus six changes orders for a final contract price of $426,221.57.
- Steve Austin (program administration) - $72,000

OUTCOMES: The following outcomes were realized with this project:

- The installation of 1,950 linear feet of 8" gravity sewer line.

- A total of 16 homes were provided taps and connections to the sewer system. The work also include he crush and fill of the septic tanks, and tap fees that property owners did not have to pay because of this grant. No vacant/dilapidated/uninhabitable homes were allowed to be connected with these funds.

- All work is guaranteed for one-year by the contractor for work and installation related matters. The individual property owners are responsible for routine ongoing maintenance and utility bills for the sewer service. No plumbing work beyond disconnecting the house (at a distance of five feet from the structure in the yard), redirecting the drains to the new public sewer lines, the crush and fill of septic tanks, smoothing and reseeding the disturbed ground, and installing clean outs in accordance with State Building Code requirements was performed. All connections were inspected by and approved by the Village Building Inspections Department. All driveway cuts were repaired to their original condition and type (concrete, asphalt or gravel). Each property owner connected signed a right of entry agreement prior to work being done.

- The sewer lines have been approved by Moore County Utilities and all future issues (after the one-year warranty) must be directed to them.

- A total of 16 septic tanks were crushed and filled in the area. This activity was listed in the original application but only if bids prices allowed.

- The Village was able to repave, instead of patch and repair where cut, all of Arnette Street and spread a fresh layer of gravel on Olivia Lane (a private street). This was approved by the state as it fell within the scope of the work performed. This also caused a delay in the overall project while the engineers worked with NCDOT and NC DENR for additional permits and approvals and for the contractor to remobilize his crews for this additional work.

- Other benefits provided in the area included: taps to two vacant lots for future development in exchange for necessary easements for the project.

Final CDBG Expenses on the project were as follows:

McGill Associates (Engineering) -	$ 83,700.00
Sandhills Contractors, Inc.(Construction) -	$426,221.57
(minus sales tax to be reimbursed to the Village)	-$ 6,041.21
Steve Austin (Program Administration) -	$ 72,000.00
Village of Pinehurst (Program Admin) -	$ 1,084.43
Village of Pinehurst (Inspections) -	$ 700.00

NCDENR Permits -	$ 480.00
Railroad Permit Fees -	$ 3,050.00
Legal Fees for easements -	$ 802.00
Construction Procurement -	$ 296.80
Moore County (tap fees) -	$ 6,900.00
TOTAL:	$589,193.59

The Village will de-obligate $94,006.41 in CDBG funds. Grant funds can only be used to provide sewer service within the original project area and all needs have been met. The excess in funds resulted from an extremely competitive bidding process.

REQUIRED ACTIONS: State and federal regulations require that the Village conduct a public hearing at the close of a CDBG project, which has been set for April 28, 2015 at 4:30 pm. No action is required by Council other than receiving public comments.

FUTURE CONSIDERATIONS: The Village's overall goal to assist in providing public county sewer service to the Jackson Hamlet community is complete. This began in 2007 and was done in three phases. During that time, the State's CDBG program has changed with state administration of the program being moved to the NC Department of Environment and Natural Resources. With that move, the program has substantially changed thereby making most communities unlikely to be funded in the future. Traditionally, the program was designed to serve those communities and/or neighborhoods with the greatest need and lowest incomes in order to address health and safety issues. The program is now designed to assist water and wastewater treatment plant utility operators bring their systems into compliance. Therefore, local governments such as Pinehurst that do not operate utility systems or whose systems are in compliance with state operational guidelines have little chance of being funded in the foreseeable future.

PUBLIC HEARING NO. 2

ADDITIONAL AGENDA DETAILS:

The purpose of the public hearing is to consider an Official text amendment to the Pinehurst Development Ordinance Section 9.13 (8) Exception to Fence Height and Design Type. This amendment will remove the regulation that allows the Village Council to grant an exception to fence height and type. The applicant is the Village of Pinehurst.

FROM:
Kevin B. Reed, Director of Planning and Inspections

CC:
Jeff Batton, Interim Village Manager, Bruce Gould, Principal Planner

DATE OF MEMO:
4/23/2015

MEMO DETAILS:
Village Council, at its work session held on March 3, 2015, requested that staff proceed with an amendment to the Pinehurst Development Ordinance (PDO) that would remove the exception granted to Village Council that allows for waivers to fence height and design type. The fence exception was a new provision added to the PDO adopted by Village Council in October of 2014. The intent of the amendment is to only allow the prescribed types of fencing currently listed in the PDO to be constructed in the Village's jurisdiction.

Page 18 of the 2010 Village of Pinehurst Comprehensive Plan indicates that the Village of Pinehurst should maintain strong design controls/review process for both residential and non-residential development.

Page 59 of the Comprehensive Plan also states that Pinehurst should encourage the preservation and enhancement of residential neighborhoods as a continuing strategy and we must continue efforts (development review, code enforcement, etc.) to protect the integrity of residential neighborhoods.

The proposed text amendment will return to only allowing the prescribed fence types illustrated in the PDO and limit the height of fencing to that also listed. This change is consistent with the above mentioned goals detailed in the PDO. Achieving goals in accordance with the Comprehensive Plan is considered reasonable and in the best interest of the public.

The Planning and Zoning Board conducted a public hearing on the proposed amendment at its meeting held on April 2, 2015. Following the hearing and discussion of the amendment, the Planning and Zoning Board voted unanimously to recommend to the Village Council that the amendment be approved. Principal Planner Bruce Gould will be present at the Council meeting to discuss the amendment and answer any questions.

CONSIDER ORDINANCE #15-08 AMENDING THE PINEHURST DEVELOPMENT ORDINANCE SECTION 9.13 (8) EXCEPTION TO FENCE HEIGHT AND DESIGN TYPE.

ADDITIONAL AGENDA DETAILS:

FROM:
Lauren Craig

CC:
Kevin Reed

DATE OF MEMO:
4/23/2015

MEMO DETAILS:
Attached is the ordinance for the public hearing amending the Pinehurst Development Ordinance as it pertains to Section 9.13 (8) Exception to Fence Height and Design Type. A motion has been provided if Council is ready to act on this ordinance upon the closing of the public hearing.

ATTACHMENTS:

	Description
🗋	Ordinance 15-08

ORDINANCE #15-08:

AN ORDINANCE AMENDING THE PINEHURST DEVELOPMENT ORDINANCE AS IT PERTAINS TO SECTION 9.13 (8) EXCEPTION TO FENCE HEIGHT AND DESIGN TYPE.

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

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

WHEREAS, a public hearing was held at 4:30 p.m. on April 28, 2015 in the Assembly Hall of the Pinehurst Village Hall, Pinehurst, North Carolina after due notice in the Pilot, a newspaper in Southern Pines, North Carolina, with general circulation in the Village of Pinehurst, and its extraterritorial jurisdiction, for the purpose of considering proposed amendments to the Pinehurst Development Ordinance, at which time all interested citizens, residents and property owners in the Village of Pinehurst and its extraterritorial jurisdiction were given an opportunity to be heard as to whether they favored or opposed the proposed text amendments; and

WHEREAS, the Planning and Zoning Board has recommended the Village Council amend Section 9.13 (8) of the Pinehurst Development Ordinance; and

WHEREAS, the Village Council, after considering all of the facts and circumstances surrounding the proposed amendments to the text of the Pinehurst Development Ordinance, have determined that it is considered reasonable and in the best interest of the Village of Pinehurst and the extraterritorial jurisdiction and that it is consistent with the 2010 Comprehensive Plan that the Pinehurst Development Ordinance be further amended, making the amendments as requested;

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of the Village of Pinehurst, North Carolina in the regular meeting assembled on the 28th day of April, 2015, as follows:

SECTION 1. That the Pinehurst Development Ordinance of the Village of Pinehurst and its extraterritorial zoning jurisdiction be and the same hereby is amended by adding the following text amendment to Section 9.13 (8) Exception to Fence Height and Design Type:

Section 9.13 Fences, Walls and Columns

~~(8) Exception to Fence Height and Design Type~~

~~The Village Council after conducting a public hearing in accordance with section 4.1.1 (a) of this ordinance may allow for exceptions to the height and the~~

~~design type of fencing if it is determined to be in accordance with the Comprehensive Long Range Plan and Section 1.2 of this ordinance. In granting an exception they may place conditions. Such conditions may include, but are not limited to the location of the fence, alternate materials and additional landscaping.~~

SECTION 2. That all ordinances or sections thereof in conflict herewith are hereby repealed and declared null and void from and after the date of adoption of this ordinance.

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

THIS ORDINANCE passed and adopted this 28th day of April, 2015.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: ______________________________
Nancy Roy Fiorillo, Mayor

Attest:

____
Lauren M. Craig, Village Clerk

Approved as to Form:

____
Michael J. Newman, Village Attorney

CONSIDER A RESOLUTION OPPOSING SENATE BILL 369 SALES TAX FAIRNESS ACT.

ADDITIONAL AGENDA DETAILS:

FROM:
Lauren Craig

CC:
Jeff Batton, Natalie Dean

DATE OF MEMO:
4/23/2015

MEMO DETAILS:
Attached is a resolution for the Village Council to consider regarding Senate Bill 369 Sales Tax Fairness Act. This resolution states the Council is opposed to SB 369 and urges the NC General Assembly to oppose the bill as well. Moore County adopted a similar resolution of opposition on April 7. If passed, an executed copy will be sent to Representative Jamie Boles, Senator Jerry Tillman, and the North Carolina League of Municipalities.

ATTACHMENTS:

	Description
🗋	Resolution 15-18

RESOLUTION #15-18:

**A RESOLUTION IN OPPOSITION TO SENATE BILL 369
SALES TAX FAIRNESS ACT.**

THAT WHEREAS, the North Carolina Senate has introduced Senate Bill 369, an Act to Phase-in the Conversion of the Local Sales and Use Taxes Authorized Under Articles 39, 40, and 42 to a State Sales and Use Tax that is Allocated to the Counties and Cities on a Per Capita Basis as a Local Revenue Source, which is also known as the Sales Tax Fairness Act; and

WHEREAS, the Act, which is a sales tax redistribution plan, would eliminate most local sales taxes and convert them to a state sales tax; and

WHEREAS, the State would then distribute the funds to counties and cities based on population; and

WHEREAS, according to the North Carolina League of Municipalities, the legislation as currently drawn puts local revenue in jeopardy, changes sales tax distributions on a number of fronts with unpredictable results, and has the potential to create particular harmful effects on the state's tourism economy.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 28th day of April, 2015, as follows:

SECTION 1. That the Village Council of the Village of Pinehurst declares its opposition to Senate Bill 369 and urges the North Carolina General Assembly to oppose Senate Bill 369.

SECTION 2. That the Village Clerk forward a copy of this executed Resolution to North Carolina Representative Jamie Boles, North Carolina Senator Jerry Tillman, and to the North Carolina League of Municipalities.

THIS RESOLUTION passed and adopted this the 28th day of April, 2015.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: ______________________________
Nancy Roy Fiorillo, Mayor

Attest:

____
Lauren M. Craig, Village Clerk

Approved as to Form:

____
Michael J. Newman, Village Attorney

CONSIDER A REQUEST FOR SPECIAL NON-RESIDENTIAL INTENSITY ALLOCATION FOR PINEHURST ALLERGY.

ADDITIONAL AGENDA DETAILS:

FROM:
Kevin B. Reed, Director of Planning and Inspections

CC:
Bruce Gould, Principal Planner

DATE OF MEMO:
4/22/2015

MEMO DETAILS:
Allergy Partners of Pinehurst is seeking a Special Intensity Allocation (SIA) pursuant to Section 8.3.3.5 (c) of the Pinehurst Development Ordinance (PDO) for the construction of a +/- 4,700 square foot medical office building and associated site improvements. The new building will be located at 14 Regional Drive and is located within Watershed III. It is the practice of the Planning and Inspections Department to bring requests for Special Intensity Allocations before the Village Council for approval when site plan approval is imminent. Attached to this memorandum is a detailed explanation of the project and the history of all SIA within WS III since October of 1996. Principal Planner Bruce Gould will be present at the Village Council meeting to present the request and answer any questions.

ATTACHMENTS:

	Description
🗋	Request for Special Intensity Allocation

REQUEST FOR SPECIAL INTENSITY ALLOCATION
THE ALLERGY PARTNERS OF PINEHURST
REPORT TO VILLAGE COUNCIL
April 21, 2015

Prepared by the Pinehurst Planning and Inspections Department

Request

The applicant seeks a Special Intensity Allocation (SIA) in order to construct a new medical office facility. Section 8.3.3.5 (c) of the Pinehurst Development Ordinance indicates that up to ten (10) percent of the balance of the watershed may be developed for non-residential uses allowing up to seventy (70) percent built-upon area on a project by project basis. Non-residential uses or development seeking to establish additional impervious surface allotments in the Watershed may do so only after Village Council approval of a Special Intensity Allocation.

Note: As the proposed improvement will disturb less than 2 acre of land, Minor Site Plan approval is required by staff only.

Project Profile

Applicant	Allergy Partners of Pinehurst 14 Regional Dr. Pinehurst, NC 28374
Property Owner	Pinehurst Medical Offices, LLC 1978 Hendersonville Rd. Suite 130 Asheville, NC 28803
Moore County LRK #	10000830
Property Location	14 Regional Dr.
Zoning	Office and Professional: This district is intended to provide for limited office and retail development as a spatial development between business districts and residential land uses. Medical offices are a permitted use within this Zoning District. Watershed Protection District: The purpose of this district is to ensure the availability of public water supplies at a safe and acceptable level of water quality for present and future residents of the Village and the surrounding region.
Land Area	1.12 acres
Current Land Use	Vacant

Project Analysis

The applicant is proposing to construct a ± 4,700 sq. ft. medical office building and associated parking, sidewalks, stormwater and landscaped areas. According to a Staff Memo prepared on February 8, 1996, the total area of Watershed III is 4,070 acres. In accordance with Section 8.3.3 of the PDO, ten percent of Watershed III can be granted a Special Intensity Allocation. This will yield an area of 407 acres eligible to receive this Special Intensity Allocation. This SIA would grant relief from the Watershed III maximum impervious built upon area of twenty four percent and increase that to seventy percent or the maximum impervious built upon area for the underlying zoning district, whichever is more stringent. The proposed project will involve a 1.12 acre tract. This request is for 1.12 acres of Special Intensity Allocation to be granted. Please note that the total impervious surface on this property after the proposed development will equal 40.2%. The maximum allowable impervious surface within the Office & Professional zoning district is 70%.

The table below outlines activity in the Watershed III since August 1996.

Date of Village Council Action	Project Name	Amount of SIA per Project	Balance of area in Watershed that can receive SIA after Project
N/A	N/A	N/A	407 acres
10/21/96	Pinehurst Hotel	11.36 acres	395.64 acres
10/21/96	Manor Care	Reallocated 4/23/02	
2/17/97	Carolina House	1.03 acres	394.61 acres
3/17/97	Hall-Jones	1.24 acres	393.37 acres
4/21/97	Moore Reg. Hospital	Reallocated 7/17/02	
5/19/97	Community Presbyterian Church	1.21 acres	392.16 acres
7/21/97	Van Camp, West, et al	.64 acres	391.52 acres
7/21/97	Moore Regional Hospital	Reallocated 7/17/02	
8/18/97	Pinehurst Medical Clinic	1.8 acres	389.72 acres
10/27/97	Pinehurst Radiology Clinic	.74 acres	388.98 acres
10/27/97	Moore Reg. Hospital: N. Parking Lot	Reallocated 7/17/02	
10/27/97	Moore Regional Hospital	Reallocated 7/17/02	
7/20/98	Sacred Heart Catholic Church	3.79 acres	385.19 acres
10/26/98	Holly Inn	1.84 acres	383.35 acres
4/19/99	Sprint Com	.01 acres	383.34 acres
9/20/99	Manor Care	Reallocated 4/23/02	
2/22/00	Golf Course #6 Bath House	.02 acres	383.32 acres
2/22/00	Total Renal Care Dialysis Facility	1.65 acres	381.67 acres

6/27/00	Moore Co. Memorial Hospital	Reallocated 7/17/02	
6/25/00	Pinehurst Resorts Hotel Spa	1.04 acres	380.63 acres
6/25/00	Pinehurst Resorts Hotel Security Bldg	.01 acres	380.62 acres
10/24/00	Hudson Williams Properties	.14 acres	380.48 acres
03/27/01	Moore Co. Public Utilities	.114 acres	380.366 acres
05/03/01	Moore Co Public Utilities	.005 acres	380.361 acres
4/23/02	Manor Care	2.53 acres	377.831 acres
7/17/02	Moore Regional Hospital	57.89 acres	319.941 acres
7/18/02	Pinehurst Cardiology	1.2 acres	318.741
11/06/02	Skladany Office Building	.31 acres	318.431
3/14/05	Village of Pinehurst Fire Station	2.36 acres	316.071 acres
9/23/05	Dr. Craig Allison 15 Aviemore Dr.	.68 acres	315.391 acres
10/6/08	Razooks Building 35 Chinquapin Rd.	.30 acres	315.091 acres
4/28/09	Pinehurst Medical 15 Regional Dr.	4.56 acres	310.531 acres
4/27/10	Monroe & Monroe Dental 12 regional Dr.	1.07 acres	309.461 acres
1/10/12	Pinehurst Family Care Center 8 Regional Circle	1.22 acres	308.241 acres
4/28/15	The Allergy Partners of Pinehurst 14 Regional Dr.	1.12 acres	307.121 acres

DISCUSS AND CONSIDER A BUDGET AMENDMENT FOR CUL-DE-SAC MODIFICATIONS.

ADDITIONAL AGENDA DETAILS:

FROM:
John Frye

CC:
Jeff Batton & Natalie Dean

DATE OF MEMO:
4/21/2015

MEMO DETAILS:
When the "One & Done" single day automated collection system was implemented, we discovered that many of the Village's cul-de-sacs did not adequately accommodate the larger turning radius' of the automated solid waste trucks. The cul-de-sacs were evaluated and the recommended solution was to modify them by adding paved aprons to the sides or paving the center areas.

These costs were not anticipated in the original Powell Bill budget request for the year and the expenditures related to these improvements have exceeded the funds available in the FY 2015 Budget.

The attached budget ordinance amendment will cover the related expenditures expected through the remainder of the fiscal year.

If you have any questions related to this item, please let me know.

ATTACHMENTS:

	Description
🗋	Ordinance 15-07 Budget Amendment (Powell Bill)

ORDINANCE #15-07:

AN ORDINANCE AMENDING THE ORDINANCE APPROPRIATING FUNDS FOR OPERATIONS OF THE VILLAGE OF PINEHURST FOR FISCAL YEAR 2015, REGARDING REVENUES AND EXPENDITURES OF THE GENERAL FUND FOR THE VILLAGE OF PINEHURST, NORTH CAROLINA (CUL-DE-SAC MODIFICATION FUNDING)

THAT WHEREAS, in the FY 2015 General Fund Budget, $762,000 was appropriated in the Powell Bill department for contracted services related to street resurfacing; and

WHEREAS, with the implementation of the "One & Done" single day solid waste collection system it became apparent that many of the Village's cul-de-sacs would need to be modified to accommodate the larger automated solid waste collection vehicles; and

WHEREAS, the expenditures related to these services have exceeded the funds available in the FY 2015 Budget;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 28th day of April 2015, as follows:

SECTION 1. To amend the FY 2015 General Fund budget with regard to revenues and expenditures, the revenue and expenditure accounts are to be changed as follows:

Account No.	Account Name	Debit	Credit
10-20-430-5300	Powell Bill-Contracted Services	$ 45,000	
10-00-190-3905	Fund Balance Appropriated		$ 45,000

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

THIS ORDINANCE passed and adopted this 28th day of April 2015.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: ______________________________
Nancy Roy Fiorillo, Mayor

Attest:

____
Lauren M. Craig, Village Clerk

Approved as to Form:

____
Michael J. Newman, Village Attorney

PRESENTATION OF THE FY 2015 STRATEGIC PLAN Q3 STATUS UPDATE.

ADDITIONAL AGENDA DETAILS:

FROM:
Natalie Dean

DATE OF MEMO:
4/22/2015

MEMO DETAILS:
This agenda item represents the Q3 update on the status of the implementation of the FY 2015 Strategic Operating Plan (SOP) initiatives. The attached PowerPoint presentation indicates the status of initiatives and any changes recommended by staff.

Overall, staff has been successful in carrying out the plans made for FY 2015. In the third quarter of the fiscal year, staff completed 12 additional strategic initiatives and no new initiatives were added. Staff anticipates five initiatives that are in progress will not be completed by June 30th and will carry forward to FY 2016. In addition, staff recommends eliminating one initiative and postponing three (3) others to a future fiscal year.

I am available to discuss the update on the status of the implementation of FY 2015 initiatives and answer any questions Council may have.

ATTACHMENTS:

Description

Update on Strategic Plan Initiatives at March 31, 2014

FY 2015 Village of Pinehurst Strategic Plan Q3 Status Update

As of March 31, 2015

FY 2015 Strategic Plan Status Update
Table of Contents

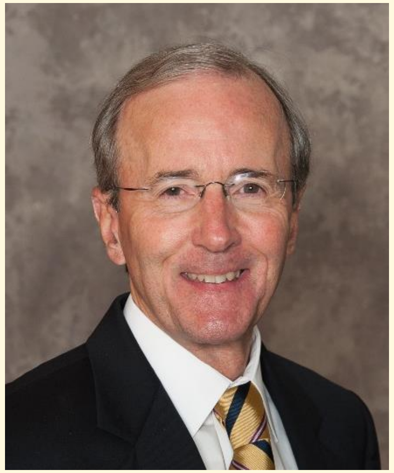
FY 2015 Strategic Plan Status Update
Village Council

Nancy Fiorillo,
Mayor

Clark Campbell,
Councilmember

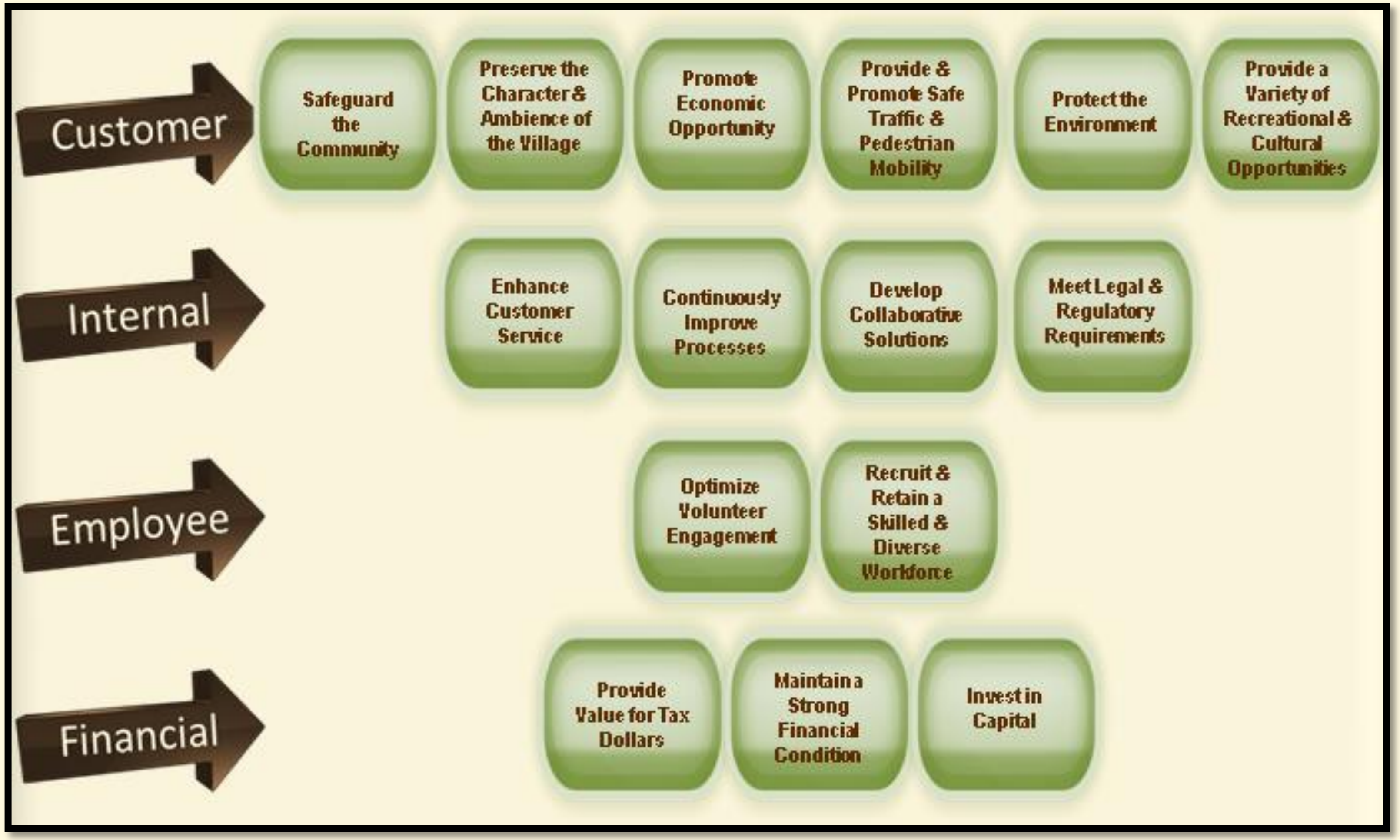
John Cashion,
Mayor ProTem

Claire Phillips,
Councilmember



John Strickland,
Treasurer

FY 2015 Strategic Plan Status Update
Strategic Objectives by Perspective



1895 VILLAGE OF PINEHURST

FY 2015 Strategic Plan Status Update
Customer Perspective – Strategic Initiatives and Status

Strategic Objective	Strategic Initiatives	Q1	Q2	Q3	Recommended Changes to Original SOP Initiatives
Safeguard the Community	Achieve national accreditation in the Fire Department	--	--		
	Partner with others to offer public safety education programs				
	Implement Command Central module to analyze crime data				
	Evaluate alternatives to proactively investigate drug and related property crimes activities				
Preserve the Character & Ambience of the Village	Develop a rating system for the appearance of public areas in partnership with the Beautification Committee				
	Evaluate the code enforcement process (BIRDIE)	--			
Promote Economic Opportunity	Incrementally expand Village Center into Village Place/Rattlesnake Corridor			***	
	Evaluate opportunities to renovate and enhance the current Public Services site				Added in Q2

	Completed
	In progress and on schedule
***	In progress, but will not be completed by June 30, 2015
	Staff recommends modifying or eliminating the initiative
--	Initiative is scheduled to begin in a future quarter

FY 2015 Strategic Plan Status Update
Customer Perspective – Strategic Initiatives and Status

Strategic Objective	Strategic Initiatives	Q1	Q2	Q3	Recommended Changes to Original SOP Initiatives
Provide & Promote Safe Traffic & Pedestrian Mobility	Improve adequacy of street lighting in neighborhoods				
	Continue to work with NCDOT to identify a viable long-term solution for the traffic circle				
	Develop and implement a public education campaign for roadway safety				
	Collaborate with other jurisdictions to develop a HWY 211 corridor plan				
	Extend sidewalk and walkway system	--	--		
	Implement a GPS based software solution to track and analyze data on infrastructure maintenance and route management				
	Conduct the HWY5/Barrett Road Intersection Study				
	Conduct the Midland Road Corridor Study			***	
Protect the Environment	Evaluate alternatives to reduce energy consumption for street lighting				
	Implement single-day collection system with automated yard debris				
	Increase public education on the benefits of recycling to encourage greater participation				
Provide a Variety of Recreational and Cultural Opportunities	Expand cultural arts events in Village parks				
	Develop park facilities				
	Support the Given Memorial Library Expansion				
	Evaluate the need for indoor recreation facilities (BIRDIE)				

	Completed
	In progress and on schedule
***	In progress, but will not be completed by June 30, 2015
	Staff recommends modifying or eliminating the initiative
--	Initiative is scheduled to begin in a future quarter

FY 2015 Strategic Plan Status Update
Internal Perspective – Strategic Initiatives and Status

Strategic Objective	Strategic Initiatives	Q1	Q2	Q3	Recommended Changes to Original SOP Initiatives
Enhance Customer Service	Develop and implement a corporate communications strategy for keeping the public informed, considering a more frequent newsletter publication and eblasts post-Council meetings				
	Develop post event service survey for Fair Barn				
	Post video and/or recordings of Council meetings on the Village website				
	Redesign Village website to add more functionality and integrate it with a mobile app	--	--	***	
Continuously Improve Processes	Develop a contract management system				
	Create a comprehensive orientation process for newly elected officials	--	--		
	Evaluate an integrated document management/imaging program (BIRDIE)	**--**			**In Q2 staff recommended postponing this initiative to FY 2016. In Q3, staff recommends eliminating this initiative entirely due to other higher priorities.**
	Implement an E-Crash traffic accident solution				
	Evaluate opportunities for electronic submittal of P&Z forms and plans	**--**	**--**		**Staff recommends postponing this initiative to a future year to coordinate with other process improvement initiatives.**

	Completed
	In progress and on schedule
***	In progress, but will not be completed by June 30, 2015
	Staff recommends modifying or eliminating the initiative
--	Initiative is scheduled to begin in a future quarter

FY 2015 Strategic Plan Status Update
Internal and Employee Perspective – Strategic Initiatives and Status

Strategic Objective	Strategic Initiatives	Q1	Q2	Q3	Recommended Changes to Original SOP Initiatives/Comments
Develop Collaborative Solutions	Partner with organizations to host cultural events at the Fair Barn				
	Implement online engagement tools to seek citizen input on Council related decisions				
	Identify key partners and assign a Council liaison to each partner				
Meet Legal & Regulatory Requirements	Complete Payment Card Industry (PCI) Compliance Project	--			
	Increase capability to secure and monitor the Village network for legal compliance			***	
Optimize Volunteer Engagement	Develop an annual training program for volunteer committees				
	Develop a comprehensive volunteer reward and recognition program				
	Develop a policy on volunteer and committee appointments	--			
Recruit & Retain a Skilled & Diverse Workforce	**Implement a reward and recognition program**				**Staff is in the process of developing a reward and recognition program and plans to implement it in FY 2016.**
	Develop a succession plan				**In Q2, staff recommended postponing this initiative to FY 2016. Staff now recommends moving this initiative to FY 2017 due to higher priority initiatives.**
	Offer in-house training through the TOPS program and conduct the annual Employee Academy				
	Implement selected recommendations from the Compensation Study				

	Completed
	In progress and on schedule
***	In progress, but will not be completed by June 30, 2015
	Staff recommends modifying or eliminating the initiative
--	Initiative is scheduled to begin in a future quarter

FY 2015 Strategic Plan Status Update
Financial Perspective – Strategic Initiatives and Status

Strategic Objective	Strategic Initiatives	Q1	Q2	Q3	Recommended Changes to Original SOP Initiatives
Provide Value for Tax Dollars	Oversee the annexation of Cotswold				
Maintain a Strong Financial Condition	Develop an annual budget that meets or exceeds established financial targets	--			
	Maximize use of the Fair Barn				
	Evaluate alternatives to make the Harness Track financially sustainable (BIRDIE)	--	--		
Invest in Capital	Maintain VOP buildings and facilities				
	Effectively maintain current capital assets				
	Evaluate the sale of Village-owned land				
	Continue to enhance the Village roadways with the Annual Street Resurfacing Program				

	Completed
	In progress and on schedule
***	In progress, but will not be completed by June 30, 2015
	Staff recommends modifying or eliminating the initiative
--	Initiative is scheduled to begin in a future quarter

1895 VILLAGE OF PINEHURST

FY 2015 Strategic Plan Status Update
Initiatives Carried Forward from FY 2014

Strategic Objective	FY 2014 Strategic Initiatives Carried Forward	Q1	Q2	Q3	Recommended Changes to Original SOP Initiatives
Provide & Promote Safe Traffic & Pedestrian Mobility	Develop an alternative transportation master plan to identify locations of greenways, sidewalks, and bike paths				
	Conduct a Village-wide evaluation of street lighting needs				
	Install Opticom traffic device to improve response time and ensure safety of emergency personnel				
Continuously Improve Processes	Centralize data access and promote business process analysis by maintaining, supporting, and utilizing SharePoint more effectively				
Recruit & Retain a Skilled & Diverse Workforce	Perform a formal compensation study to review current practices, pay scales, & position descriptions				
	Develop a Village wide employee recognition program			***	**This initiative was carried forward from FY 2014, and is in progress but will not be completed in FY 2015. Staff recommends we carry forward this initiative to FY 2016.**

	Completed
	In progress and on schedule
***	In progress, but will not be completed by June 30, 2015
	Staff recommends modifying or eliminating the initiative
--	Initiative is scheduled to begin in a future quarter

Village of Pinehurst 1895

FY 2015 Strategic Plan Status Update
Summary of the FY 2015 Q3 SOP Status Update at March 31, 2015

Summary of Q3 Status Update:

- **Staff anticipates five (5) initiatives that are in progress will carryforward to FY 2016:**
    1. Incrementally expand Village Center into Village Place/Rattlesnake Corridor
    2. Conduct the Midland Road Corridor Study
    3. Redesign Village website to add more functionality and integrate it with a mobile app
    4. Increase capability to secure and monitor the Village network for legal compliance
    5. Develop a Village wide employee recognition program
- **Recommend we eliminate the following one (1) initiative :**
    1. Evaluate an integrated document management/imaging program (BIRDIE) - due to higher priority initiatives
- **Recommend we postpone the following three (3) initiatives:**
    1. Evaluate opportunities for electronic submittal of P&Z forms and plans – combine with a future initiative in FY 2017
    2. Implement a reward and recognition program –postpone to FY 2016/FY 2017 because the program is in the process of being developed
    3. Develop a succession plan –postpone to FY 2017/FY 2018 due to higher priority initiatives

FY 2015 Strategic Plan Status Update
Summary of the FY 2015 Q3 SOP Status Update at March 31, 2015

Summary of all changes to the FY 2015 SOP after original adoption

Qtr	Additions (+)	Qtr	Deletions (-)
1	Conduct the Midland Road Corridor Study	1	Automate employee P-card data entry
1	Conduct the Hwy 5/Barrett Road Intersection Study	1	Automate A/P P-card data entry
1	Conduct the Hwy 211 Corridor Study	2	Evaluate the consolidation of S&G and B&G (BIRDIE)
1	Evaluate alternatives to make the Harness Track financially sustainable (BIRDIE)	2	Streamline inspection applications and process to better coordinate with other departments
2	Evaluate opportunities to renovate and enhance the current Public Services site	2	Automate the TRC process
Qtr	**Deletions (-)**	2	Evaluate an integrated document management/imaging program (BIRDIE)
1	Evaluate and enhance marketing efforts	2	Develop a succession plan
1	Conduct post-service surveys of building inspection customers	3	Implement a reward and recognition program
1	Conduct post-service surveys for buildings & development services	3	Evaluate opportunities for electronic submittal of P&Z forms and plans
1	Streamline P&Z permits and applications (BIRDIE)		

DISCUSSION ON THE DISPOSITION OF JUNIPER LAKE ROAD PROPERTY.

ADDITIONAL AGENDA DETAILS:

FROM:
Natalie Dean

DATE OF MEMO:
4/8/2015

MEMO DETAILS:
Previously, the Council indicated a desire to sell the 52 acres of land owned by the Village on Juniper Lake Road. As you are aware, the NC General Statutes govern how the Village is allowed to dispose of public property. Attached to this agenda item is a memo outlining the options available to the Council to sell the Juniper Lake Road land.

The Village used the upset bid process, the most commonly used method to dispose of public property, to sell the fire station on Community Road. Should Council elect to use this method again, the Council simply needs to pass a motion authorizing the sale using the upset bid process and stating a minimum amount at which the Village will accept an offer. Staff will publish the required notice and manage the bid process, reporting back to Council when appropriate.

Staff has consulted with two realtors who have provided a range of potential prices for the entire tract of land. Based on that, I recommend the Council set a minimum amount at which you will accept an offer at $275,000.

I look forward to speaking with you on this matter on Tuesday.

ATTACHMENTS:

	Description
🗋	Memo on the Sale of Juniper Lake Rd Property

MEMORANDUM

To: **Village Council**
From: **Natalie Dean**
Date: **March 20, 2015**
Subject: **Sale of Real Property on Juniper Lake Road**

Article 12 of N.C.G.S. 160-A outlines the procedures for the disposition of property owned by a municipality. Generally, this section of the statutes requires competitive sales of fee interest in real property. Each method requires the Village to approve the high bid and the Council always has the ability to reject all bids. There are three alternative methods the Village may use to sell the property on Juniper Lake Road.

1. Public Auction – The Village would adopt a resolution authorizing the sale and would select an auctioneer, who need not be licensed. The Village would then publish notice (30 days prior to the auction) and conduct the auction. Upon completion of the auction, the high bid would be reported to the Council and the Council has 30 days from the date it is reported to either accept or reject the bid.
2. Sealed Bid – The Council would adopt a resolution authorizing the sale, requiring a minimum bid deposit of 5%. The Village would then publish notice at least 30 days prior to bid opening day. The bids would be opened in public and reported to the Village Council. Unless the Council decides to reject all bids, the Council must sell the property to the highest "responsible bidder."
3. Upset Bid – The Council may solicit an offer to purchase above a predetermined threshold (or receive an unsolicited offer). Once an offer is received with the required 5% minimum bid deposit, the Council may "propose to accept the offer" to begin the upset bid process. Council would adopt a resolution outlining the details of the sale and publish notice of the upset sale. Any upset bids are required to be received within 10 days from the date the notice is published. In addition, the upset bid must raise the original offer by at least 10% of the first $1,000 of the offer and 5% of the remainder. When a bid has been successfully raised (or upset), the new bid becomes the current offer and the Village would conduct another upset sale. The Village would continue this process until a 10-day period passes without receipt of a qualifying upset bid. The final qualifying offer is then reported to the Council, which then decides whether to accept or reject the bid.

The upset bid process is the most often used process by local governments to dispose of real property. ***To begin the upset bid process, Council must simply pass a motion that sets a minimum amount at which it will accept an offer and staff will follow the procedures outlined above.***

DISCUSS AND CONSIDER A NEW CONCEPT PLAN FOR ADDITIONAL PARKING AT VILLAGE HALL.

ADDITIONAL AGENDA DETAILS:

FROM:
Jeff Batton

DATE OF MEMO:
4/22/2015

MEMO DETAILS:
Previously Council considered a concept to add some parking spaces across the street from the Village Hall to increase parking capacity for both the Village Hall and the Arboretum. Cost was a factor to consider additional alternatives.

A second concept has been developed based on a suggestion by Councilmember Cashion that is attached. The concept converts four (4) parallel spaces to eight (8) angled spaces. In addition there would six (6) spaces added along Magnolia Road to the south for Arboretum parking.

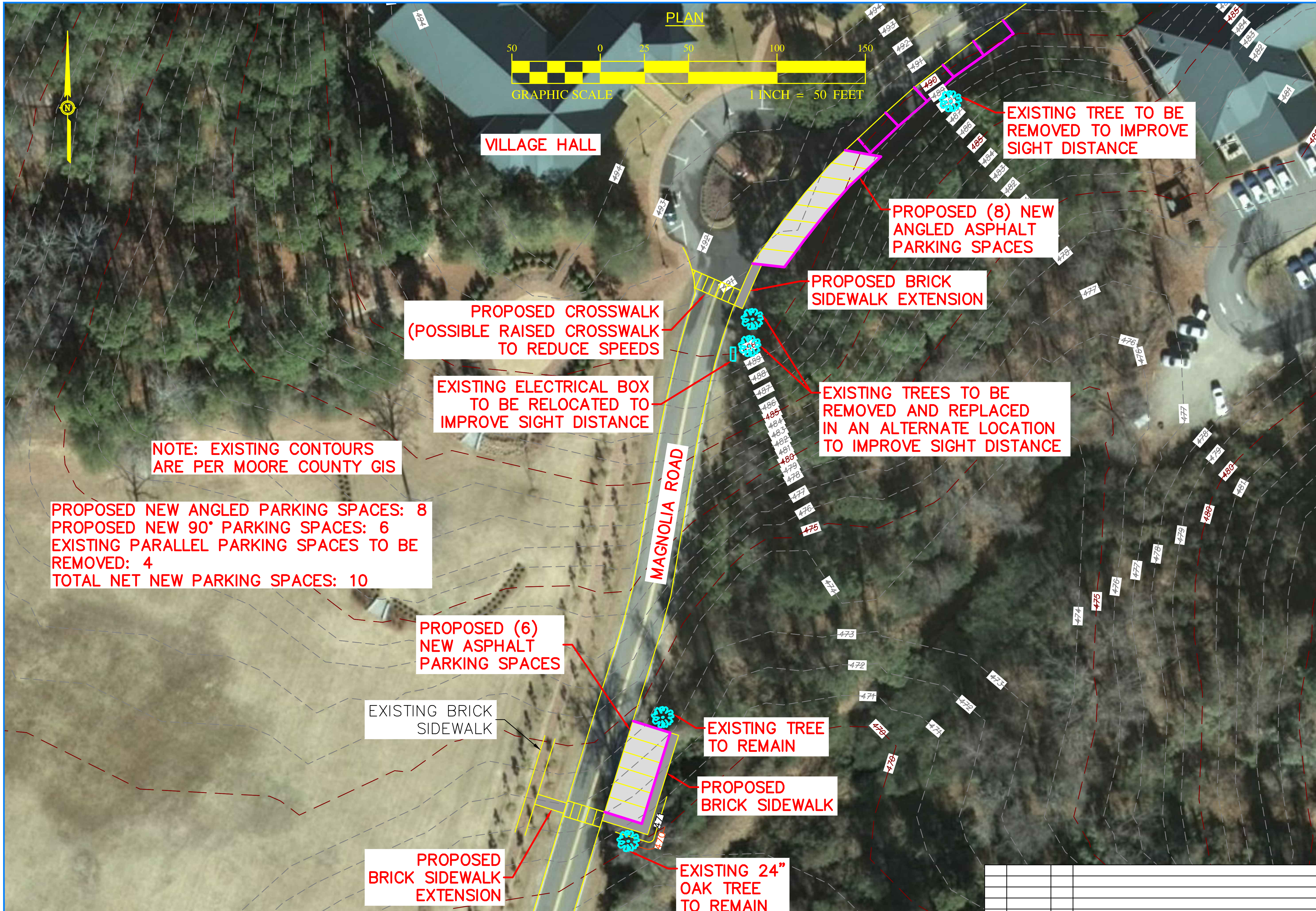
Cost estimates have not been generated however, these would require mostly minor grading and asphalt and thus should not be very expensive. If its a concept of interest, staff can pursue estimates for review at a later Council meeting.

Thanks.

ATTACHMENTS:

Description

Village Hall Parking Concept #2



NO.	DATE	BY	REVISION DESCRIPTION

McGill ASSOCIATES
ENGINEERING · PLANNING · FINANCE
5 REGIONAL CIRCLE, SUITE A PINEHURST, NC 28374 PH. (910) 295-3159 FIRM LICENSE # C-0459

PRELIMINARY
DO NOT USE FOR CONSTRUCTION

PARKING IMPROVEMENTS FOR
VILLAGE HALL
VILLAGE OF PINEHURST, NORTH CAROLINA

JOB NO.: 14.04028
DATE: JANUARY, 2015
DESIGNED BY: EWC
CADD BY: EWC
DESIGN REVIEW: ___
CONST. REVIEW: ___
Pinehurst Village Hall Parking Lot Option 4.dwg

CONCEPT PLAN

SHEET
C-101

Z:\Vol1\Drawings\2014\14.04028\Village Hall Parking Lot\Pinehurst Village Hall Parking Lot Option 4.dwg 4/21/2015 3:07 PM WYNN WILSON