



**VILLAGE COUNCIL
AGENDA FOR REGULAR MEETING OF APRIL 12, 2022
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

1. Call to Order.

2. Reports:

Manager

Council

3. Motion to Approve Consent Agenda.

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

A. Approval of Village Council Meeting Minutes

March 22, 2022 Council Regular Meeting

March 22, 2022 Council Work Session

B. Budget Amendments Report

End of Consent Agenda.

4. Fiscal Year 2023 Strategic Operating Plan (SOP) Preview.

5. Discuss and Consider Resolution 22-07 Establishing a Flag and Lamp Post Banner Policy

6. Other Business.

7. Comments from Attendees.

8. Motion to Adjourn.

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement.



**COUNCIL
ADDITIONAL AGENDA DETAILS:**

ATTACHMENTS:

Description

- ▣ 2022 Village Council Key Partners & Collaborators



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



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

March 22, 2022 Council Regular Meeting
March 22, 2022 Council Work Session

FROM:

Kelly Chance

CC:

Jeff Sanborn

DATE OF MEMO:

3/2/2022

MEMO DETAILS:

Attached are the draft minutes from the March 22nd Council Regular Meeting and Work Session for Council consideration and approval.

ATTACHMENTS:

Description

- ☐ March 22, 2022 Regular Meeting Minutes
- ☐ March 22, 2022 Work Session Minutes



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF MARCH 22, 2022
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, March 22, 2022 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. John C. Strickland, Mayor
Mr. Patrick Pizzella, Mayor Pro Tem
Ms. Lydia Boesch, Councilmember
Mr. Jeff Morgan, Councilmember
Ms. Jane Hogeman, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Kelly Chance, Village Clerk

And approximately 24 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 given by Rev. Tudor-Foley

3. Reports:

Village Manager

- Mr. Jeff Sanborn reported the Stormwater Master Plan effort is underway and we have an opportunity tomorrow evening at 6 p.m. in the assembly hall to hear from the public. He noted for those that cannot attend, you can still provide input through our Village website via Engage Pinehurst, and we will also be recording the meeting and posting it to Engage Pinehurst webpage.

Village Council

- Mayor Strickland reported he gave a three-minute history of the Village of Pinehurst at a meeting of the North Carolina Economic Development Authority Conference on Sunday, a weekend ago. He noted they had almost 300 members involved in site selection on behalf of the state. He stated he and other members of the council attended a meeting with the Partners in Progress for Moore County last week with respect to planning in the community. He noted others in attendance included Planning Directors from Southern Pines, Pinehurst, Aberdeen, and Moore County. Mayor Strickland reported he and Village Manager Sanborn met with the editor of the Pilot Newspaper with respect to the National Park Service Consulting Report, which was released 10 days or so ago. He stated the newspaper was very supportive of what we have been doing and there will probably be a story or some editorial comments coming soon. Mayor Strickland reported the Pinehurst Fire Department

received a significant award from the Fire Commissioner for the state of North Carolina, which was a high rating demonstrating our effectiveness and efficiency. He stated he was able to attend the memorial services for Lewis Gregory and Cindy Burnett, two important people to our community who will be missed a lot.

- Councilmember Jeff Morgan had no report.
- Councilmember Hogeman reported she, Councilmember Pizzella, and Jeff Sanborn attended the Tri-Cities meeting in Aberdeen and the discussion was around how the three communities can work together in various ways to help each other. She noted they talked about connectivity of bicycle and pedestrian routes between the towns and working together on various infrastructure projects and trainings.
- Councilmember Pizzella reminded residents to come, learn, and offer input at the stormwater meeting. He stated he will be attending the Historic Preservation Commission meeting on Thursday afternoon and reminded the citizens it is open to the public. Councilmember Pizzella noted that Council had recommended to the naming commission to consider former General Georg C. Marshall when renaming of Fort Bragg. He stated he was one of 34,000 names recommended and is now one of 87 who remain for consideration. He reported he attended a meeting and tour of the Moore County Regional Airport and encouraged members of the Council to do the same as it is an important part of Moore County and Pinehurst. Councilmember Pizzella reported there was a land use summit on March 17th at the Moore County Agricultural building and inquired if any of the Council were able to attend.
- Councilmember Boesch reported she attended the Neighborhood Advisory Committee meeting where she provided information on where information can be found on the Village of Pinehurst website. She noted she encouraged the use of the myVoP app and search engine on the website for answers to common questions.

4. Motion to Approve Consent Agenda.

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

- A. Approval of Village Council Meeting Minutes.
- March 8, 2022, Council Regular Meeting
 - March 8, 2022, Council Work Session
 - March 8, 2022, Council Closed Session

End of Consent Agenda.

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

5. Discuss and Consider Resolution #22-06 Proclaiming April 26, 2022 as Frederick Law Olmsted Day

Mayor Strickland stated this year marks the 200th anniversary of the birth of Frederick Law Olmsted, as well as the 150th anniversary of Donald Ross. He noted the village is involved in planning a series of educational events to honor both Mr. Olmsted and Mr. Ross. And we have prepared a proclamation based on a template of resolution supplied by Councilmember Boesch for Mr. Olmsted. He noted Councilmember Boesch made some additions to that proclamation tying Mr. Olmsted more clearly to Pinehurst and our landmark status and so this resolution is presented for council discussion and approval.

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Resolution #22-06, proclaiming April 26, 2022 as Frederick Law Olmsted Day, by a vote of 5-0.

6. Audit Contract for Fiscal Year 2022

Brooke Hunter, Finance Director, reported the Village is required to have an external audit each year performed by an independent CPA firm and at this time staff is recommending the use of our current auditors, Dixon Hughes Goodman as there have been no substantial changes to the terms of the agreement itself. She noted the proposed base fee for this year's audit is \$32,300, which is about \$2,100 greater or 7% over the previous year. She noted that before this year, we averaged about one and a half percent each year which was at the time in line with CPI. She stated with the consumer price index at or exceeding 7% for the past three months or so, this increase is consistent with current market prices. She noted the single audit will also be required for fiscal year 2022 because of the amount of state funding we are receiving from the Powell Bill program. Ms. Hunter reported we receive and

spend more than \$500,000 which triggers the requirement for a single audit in that area and the proposed fee for that service is \$5,100.

Ms. Hunter stated since the village has financial staff, we complete our financial statements in-house instead of outsourcing that to a CPA firm, which would add additional cost for those preparations. She noted staff also completes all the required audit schedules in-house as well, which allows us to keep that audit fee at what we consider a reasonable price. Ms. Hunter stated this contract then is being provided for Council's consideration today. She noted she did some comparative looks at some of comparative communities, and even with a 7% increase, we are substantially below these other communities.

Mayor Pro Tem Pizzella asked how many years this auditor has done our audits to which Ms. Hunter stated she believed the past 15 years. Mr. Pizzella noted that appears to be a long time to be with one auditor and stated he knew in the federal government system, there is an actual requirement that after five years, you must go to another auditor for completion. Following further Council discussion, Ms. Brooks noted that when you are dealing with a municipality our size, it is difficult to find a lot of auditors that feel it is a worthwhile thing to do for their company and this is the challenge.

Upon a motion by Councilmember Boesch, seconded by Councilmember Morgan, Council unanimously approved to authorize that the mayor or his designee enter an audit contract with Dixon Hughes Goodman in the amount of \$32,300 for the financial statement audit and \$5,100 per major program for the State Single Audit, by a vote of 5-0.

7. Confirm or Augment original decision to end on-street dining on April 1, 2022

Jeff Batton, Assistant Village Manager of Operations, stated in January Council elected to end on-street dining permission on April 1st and stated they would reevaluate in March, not knowing what COVID would be like at that time. Mr. Batton stated since we are now approaching that April 1 deadline, he is presenting the item for further consideration. He noted there are no restrictions for restaurants for dining inside and so the question is whether Council feels comfortable with bringing on-street dining to a close on April 1.

Mr. Batton stated on-street dining uses public parking spaces to extend dining facilities onto the road. He noted this has nothing to do with the existing outdoor dining many restaurants in Pinehurst already have. He stated this simply is to reclaim parking spaces in front of the businesses and part of the reason for doing this is for fairness to other businesses who were not allowed to use public property for financial gain. He noted there is also safety considerations which although we have experienced no incidents or unfortunate situations, other communities have. Mr. Batton stated that there is some misunderstanding in the community that this will stop outside dining, and this is simply not the case. He stated NC statute does not allow restaurants to add seating to their capacity by the temporary on-street dining; if restaurants put three seats out on the street, they must take away three seats inside. He stated this only puts an end to the temporary on-street dining allowed by the temporary legislation produced due to the COVID pandemic.

Jeff Sanborn, Village Manager, stated that the safety concerns are also liability concerns, given the fact that it's sanctioned use of public space in a potentially unsafe way.

Councilmember Boesch stated there are two restaurants downtown that are really pushing to do this, and she understands the financial impact that COVID has had on them. But, she noted, as she read the emails that came in from residents, this is not a simple yes or no question. She stated this is a state statute that allows this if we do certain things, so we need to look at it's impact on Pinehurst. Councilmember Boesch noted one thing that concerned her is giving public space to a private entity and whether we can legally even do that. She noted another concern was appearance concerns from the Beautification Committee and whether rope and stanchions would satisfy the look we want for the Village. Councilmember Boesch stated another concern she had was that if we have tables on the sidewalks, then the pedestrians must go out in the street.

Mayor Strickland stated it is important that we stick to the decision we made earlier in the year and part of the reason for that is that we did send information out about this. He noted the restaurants that will be affected were given time to be able to plan and adjust their services accordingly. He stated he felt council was being consistent with trying to treat everybody fairly in this process.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Hogeman, council unanimously approved to end on-street dining on April 1, by a vote of 5 to 0.

8. Other Business.

No other business was brought forward.

9. Comments from Attendees.

- Bob Coates, 21 Edinburg Lane, stated there has been a lot of discussion lately about what to do about the proliferation of short-term rentals within Pinehurst. He noted section H of the Pinehurst Development Ordinance, PDO, sets forth what can be done and where within the village. He stated the PDO specifically states that any use detrimental to the predominantly residential nature of a residential district is prohibited. He states the PDO notes that no lodging business is permitted in residential areas, and this is black and white; no lodging is permitted in a residential area. He asked Council why we are going through the major effort of creating development ordinances for something that is not permitted and why is this part of the PDO that is not being enforced. He stated that just because we have had STRs operating for years in violation of the PDO is no reason to allow this activity to continue.
- Brenda Xeroterres, 180 Idlewild Road, Pinehurst supplied pictures for Council to review. She stated she received an email on Monday, March 21st with a picture showing a dark area in some pine straw in a yard her daughter believes belongs to a vacation rental at Winchester Road in the village. She stated there was a party with barbecue and the straw was on fire when my daughter saw it about 10 pm. She stated the fire department came and extinguished the fire and no one was at home. She stated this isn't about short-term rentals, and she doesn't care if this home is a short-term rental or not, but the purpose is for discussion of it. She noted what is discerning to her is the effect that short term rentals will have on a neighborhood that looks after its neighbors.

She stated short term owners have no connection or limited connection and don't even try to get to know the people residing next door to the rental property. She stated she takes exception that Marcus Lerosé spoke that he could count on one hand the problems with his properties. She noted she can count on one hand, the problems she has had with one of his properties across the street from her. She stated when you have residences that will advertise sleeping for 21 people, you don't know where they're sleeping, and the fire department will not know who is in there. She noted she hopes the board moves forward with public presentations and focus group meetings to get the opinions of everyone because she is not for this, and she does not want to have her neighborhood turned into a nightmare or her homes turned into hotels for income.

- Nicholas Cino, 5 Piedmont Lane, stated he was present as an advocate for home sharing. He stated he prefers that term over short-term rental because in essence, that is what people who act as proprietors of these establishments are doing; they are opening their home. He noted he is a user of home-sharing services and is also a neighbor of a home sharing service. He stated the woman behind him opens her home to people who want to stay in our area for multiple reasons, such as vacation or they may have family in the hospital.

Mr. Cino stated he and other residents are not seeing the same ordinance violations where he lives and that similar ordinance violations do occur with owner occupied housing. He stated some of the concerns that people have over home-sharing are an excess of vehicles in the street, and sometimes noise violations. He said he has a neighbor with multiple teenagers in their house and they seem to have an overage of vehicles all the time, and if one gets a boyfriend or girlfriend, it's like a parade. He stated sometimes his neighbors play their music too loud and sometimes he plays his music too loud; that's part of living in a neighborhood. He stated there it is important to not conflate correlation with causation and a compromise around home-sharing may need to be cut with a scalpel rather than a broadsword.

Mr. Cino stated he would like to remind the council that our village was built around a resort and the reality is hospitality is at the heart of our local economy. He stated heavily restricting hospitality would be to the detriment of our local economy, and not just the proprietors of these home-sharing services; people who engage in home-sharing services tend to want to both eat and shop where they stay and sleep. He noted for those who contend that home-sharing services are not

permitted within residential zoning, he would point to chapter 10 of the Village of Pinehurst Development Ordinance definitions which says a single-family dwelling is defined as a freestanding building designed for and or occupied for living purposes. He stated these residences may be individually owned as residences or residences owned by rental or management companies and so his point is that if single family dwellings were not intended to be rented, it would not be included as part of the definition, which he stated makes no mention of the term of the rental agreement.

- Marianne Wydra, 95 Canter Ln, stated she is not opposed to rental price properties in the appropriately zoned Pinehurst neighborhoods because tourism dollars contribute to the prosperity of our village. She noted short-term rentals during the US opens and other special events are needed to house a temporary influx of competitors and visitors but when the USGA relocated with their associated businesses, the housing shortage has become a much bigger issue. She stated that neighborhood harmony is built on trust where you know your neighbor and they know you. She stated despite differences, everyone has financial skin in the game and seeks to resolve conflicts but what has changed since she arrived in 2014, is her safety rating and we have slipped from number two to number 12 and have sunk on the list of Best Places to Live nationally.

Ms. Wydra stated there are other stakeholders to consider when preserving our neighborhoods like the many professionals needed for our burgeoning health care industry and the additional workers needed to provide goods and support services to our communities, not to mention our military families. She asked if Council thought they would like to live and raise their children next to the revolving door of a weekend rental or will they seek family friendly neighborhoods where their children are safe. She stated those full-time residents, like her, ask for a stable community where we can live in peace and safety.

Ms. Wydra stated she resides in Monticello, and it is zoned R10, same as every residential neighborhood she has ever lived in. She noted two weeks ago, the pilot reported a 75% increase in the short-term rentals since last year and based on her information and her understanding of what a residential code is, she wants to know why Pinehurst is not enforcing their residential code. She asked why short-term rentals through Airbnb, VRBO, and other independent investors and property managers are allowed. She stated residents must wonder if the short-term rentals have golfers and friendly families like themselves, or thieves, drug pushers, prostitutes, child molesters, or hardened criminals. Ms. Wydra stated she would like a moratorium on the Airbnb and VRBO's and short-term licenses stopped until we can reform our Village code.

- Jeff Heintz, Pinehurst resident, stated tonight's comments show a persuasive case that could be made for the absolute prohibition of short-term rentals under existing law. He noted the most persuasive arguments in favor of the perseverance, or the preservation of short-term rental are already here and that it would be unfair and inconvenient and difficult to get rid of them. He stated he is not immune to those arguments and not uncompassionate to the rights of those, or the privileges of those who have acquired short-term rentals and operate them in the Village, particularly those that do so lawfully and considerately of their neighbors. But, he noted, it is simply inconceivable to him that we can continue down the current path where we don't have reasonable responsible regulation for these businesses.

Mr. Heintz stated that from a safety standpoint, from a neighborly standpoint, from a commonsense standpoint, from a liability standpoint, we need to have this done. He noted that he submitted to Council, on behalf of a group of citizens, a proposed ordinance that governs short-term rentals and other aspects of life in the village, with some of the provisions of that proposed ordinance governing properties village wide, for example, parking in the front yard, parking other than in the driveway, parking on the streets in residential areas overnight, which he thinks are common sense, given the infrastructure that we have in terms of the narrowness of our streets, in the absence of streetlights.

Mr. Heintz stated that Mayor Strickland asked him today in an email what the genesis of that ordinance was and he stated the proposed ordinance is not intended to be a displacement of Mr. Burich's work which he had not seen at the time he submitted the ordinance. He stated there are ordinances in communities in North Carolina that we can draw from and the ordinance he submitted is not a template, but a reflective of the Pinehurst Comprehensive Plan and reflective of the principal of the policy objectives adopted by this council six weeks ago.

Mr. Heintz stated that he also wished to speak about the Neighborhood Advisory Committee. He noted that there are some items in the memo Mr. Sanborn presented that are well taken, for example, that the NAC does not encompass all the neighborhoods in Pinehurst and that some inadvertently have been excluded simply because it's difficult to identify what their boundaries are. He noted those neighborhoods should be included, but the NAC is an institution that works exceptionally well and is an opportunity for dialogue between citizens and our elected officials and our village staff and is not broken and does not need fixed.

- Dave Byers, 125 McCaskill Rd., stated he had the opportunity to watch the committee meeting in which there was a discussion from Marcus LeRose about short-term rentals, and he notes he has a somewhat different view that he wishes to speak from. He stated he lives across the street from a short-term rental that has been there for eight or nine years. He stated some of the homes on his street are five bedrooms, four bath homes with limited off-street parking. He stated that some of the problems their neighborhood has had to deal with are large events at this rental house, weddings, outdoor dinner parties, bands, and since there is limited backyard space, most of these events take place in the front yard.

Mr. Byers stated the biggest problem is the noise issue mainly because this house is used as a venue for golfers of large parties. He noted they sit on the back porch and use inappropriate language. He stated they have also had to deal with motorhomes and excessive cars and trash cans that are left out. He noted he has had to call the police about 10 or 15 times in the last seven or eight years and while that may not seem like a lot, he notes he has never had to call the police on any of his other neighbors.

10. Motion to Adjourn.

Upon a motion by Councilmember Hogeman, seconded by Councilmember Morgan, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 5:40 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 MARCH 22, 2022
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA**

IMMEDIATELY FOLLOWING THE REGULAR MEETING

The Pinehurst Village Council held a work session at 5:50 p.m., Tuesday, March 22, 2022, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The follow were in attendance:

Mr. John C. Strickland, Mayor
Mr. Patrick Pizzella, Mayor Pro Tem
Ms. Lydia Boesch, Councilmember
Mr. Jeffrey Morgan, Councilmember
Ms. Jane Hogeman, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Kelly Chance, Village Clerk

And approximately 17 attendees, including 4 staff and 1 press.

1. Call to Order.

Mayor John Strickland, called the Council work session to order.

2. Discussion on a Flag and Lamp Post Banner Policy.

Jeff Batton, Assistant Village Manager of Operations, stated at the last work session, Council talked a little about whether to establish a policy related to banners on our lamppost and what types of commemorative flags we may or may not want to allow on Village flag poles. He noted this discussion stemmed from a request to fly a commemorative flag on one of our flag poles and it was determined if we are going to allow stuff like that, we should have a policy that governs it and stipulates what would or wouldn't be permissible. He stated that at Council's direction, Kelly Chance went back and drafted a policy, and she will walk Council through the policy.

Kelly Chance, Village Clerk, stated the policy includes placement of the US Flag as being primary in position, with the North Carolina State Flag secondary, directly under the US Flag. Staff identified a couple of areas that we may need to apply an exception, including the Fire Department, Police Department, and Cannon Park. She stated the Fire Department flies a special flag in October for Fire Safety and Prevention Week and at times displays the Thin-Red line Flag. She noted the Police Department flies a commemorative flag in May and at times flies the Thin-Blue line Flag. She stated the final exception would be for the Military Flag and POW Flag that flies at Cannon Park.

Ms. Chance stated the final part of the policy discusses the use of banners on Village Flag post. She noted the policy states the lamppost only be used for events in which the Village is the primary or co-sponsor. She stated in addition to this, the expense to put up and take down the flags would lie with the organization requesting the usage. She stated the policy provides guidelines on when to fly the US Flag at half-mast and specifies its proper placement, both inside and outside Village facilities.

Mayor Strickland stated it appears this policy hits every nail on the head of what Council discussed and was well prepared. Jeff Batton noted that the policy limits the number of flags to fly on Village Flag Poles to two due to the height of the existing poles. Councilmember Boesch asked if the Fire Department was still the drop-off point for US Flags needing to be properly disposed of

and Mr. Batton stated he will check and let Council know. Staff will bring back the policy and Resolution at the next Regular Council meeting for final discussion and approval.

3. Discussion on Short-term Rentals Proposed Regulations

Mayor Strickland stated that this material is new to Council, and they will be working through this and asking questions as we go along. He thanked Darryn Burich and staff for the work they have completed on this. He stated these are guidelines on this policy, and Council will try to sort through the questions staff has for us and continue to work on this project.

Darryn Burich, Planning and Inspections Director, stated staff is working on several policy objectives before they can draft ordinance language, and as Mr. Jeff Heintz has noted, there are numerous models around the state. He stated staff put together several objectives and several potential regulatory responses for Council consideration. He noted what was being provided tonight, is broadly some of the recommendations that staff were recommending moving forward with. Mr. Burich stated staff broke this down two different ways; as PDO amendments or ways to regulate through PDO and ways to regulate through the Municipal Code, and ways to potentially regulate or ways to develop policy or educational frameworks. He stated from a regulatory standpoint, regulatory approaches concerning STR's is number one, with zoning district location being the first topic. He noted this calls for a permit in all zoning districts where residential dwelling units are permitted.

Mr. Burich stated staff is proposing that a PDO amendment be done to define a whole house STR, which would require a minimum 24 hours-day to less than 30 days. He noted staff was also proposing residents could rent their residence for up to 14 days per year as a short-term rental use without being required to possess the STR permit. Mr. Burich stated the third proposal was to require a permit to operate a STR, but then also require an additional special use permit for a certain size, such as those allowing eight or more guest. He stated for these type permits, you would have to go through the same process, including a public hearing process, and would be held to certain conditions, of which if the conditions are not met, the permit is revoked.

Mr. Burich stated some across the board changes that would apply to both short-term rental properties and private residences could be prohibiting overnight parking in the right-of-way, and a tiered system of increased charges for trash and noise violations etc. He stated staff would develop a Good Neighbor Handout that would be provided to short-term rental owners, and they would be tasked with posting emergency and pertinent contact information within their rental for such items as fire, police, trash pick-up, and local ordinances. Mr. Burich stated he and staff will provide Council time to look over the information provided tonight and will continue to work with Councilmembers in the many weeks ahead.

4. NAC Policy Discussion

Jeff Sanborn stated this item is meant to be a conversation starter for helping to make the Neighborhood Advisory Committee a more effective body in achieving what we think is the core mission of that organization, and to enhance better two-way communications between us and our residents, leveraging the neighborhood framework that's out there. Mr. Sanborn noted there is currently no mission statement or an established geographic framework out there, defining what the neighborhoods truly are. He stated, except for our neighborhoods that are organized based on their property, Owners Association, or other previously existing structure, many of the NAC members don't have any effective communications methods or means with the neighborhood they represent. He further stated there is no established policy governing membership does not do the members go through onboarding as other advisory boards do.

Mr. Sanborn stated he has suggested some goals, including collaboratively building a system for effective communications, create a geographical framework defining specific neighborhoods, and put into place a system for determining who the representatives will be. Mayor Strickland stated he will continue to work closely with Mr. Sanborn over the next few weeks to pull together a very workable framework for the NAC.

5. Other Work Session Business.

- No other work session business was discussed.

6. Potential Future Agenda Items.

- No potential future agenda items were discussed.

7. Motion to Adjourn.

Upon a motion by Councilmember Hogeman, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to adjourn the work session, by a vote 5-0, at 8:15 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

DRAFT



**BUDGET AMENDMENTS REPORT
ADDITIONAL AGENDA DETAILS:**

FROM:

Brooke Hunter

CC:

Jeff Sanborn & Doug Willardson

DATE OF MEMO:

4/6/2022

MEMO DETAILS:

Attached is the report of budget amendments approved by the Budget Officer as required for the current period.

ATTACHMENTS:

Description

□ Budget Amendments Report - FY 2022



**VILLAGE OF PINEHURST
BUDGET AMENDMENTS APPROVED BY BUDGET OFFICER
FOR THE PERIOD MARCH 16 - APRIL 5, 2022**

Under Village of Pinehurst Ordinance #21-09, the Village Council grants the Budget Officer, or Village Manager, the ability to transfer appropriations under specific conditions. These conditions allow transfers between departments (including contingency) of the same fund to increase an appropriation up to \$25,000 in a single budget amendment for the FY 2022 Budget. The Budget Officer may not transfer monies between funds at any time.

According to Section 159-15 of The Local Government Budget and Fiscal Control Act, "any such transfers shall be reported to the governing board at its next regular meeting and shall be entered in the minutes." Listed below are the amendments authorized by the Budget Officer for the period specified above.

Note: Since appropriations are made at the department level, line item adjustments within the same department may be made without limit and do not require a report since they do not actually amend the adopted budget ordinance.

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>APPROVED DATE</u>
1	10-80-610-7220	Rec-Capital Outlay: B&G Building Charges	\$ 1,700		3/18/2022
	10-00-220-7220	Admin-Capital Outlay: B&G Building Charges		\$ 1,700	

Adjust Buildings & Grounds capital outlay departmental allocations to cover minor overage for Cannon Park fieldhouse roof replacement.



**FISCAL YEAR 2023 STRATEGIC OPERATING PLAN (SOP) PREVIEW.
ADDITIONAL AGENDA DETAILS:**

FROM:

Jeff Sanborn

CC:

Brooke Hunter and Matthew McKirahan

DATE OF MEMO:

4/6/2022

MEMO DETAILS:

This agenda item represents a preview of the Fiscal Year (FY) 2023 Strategic Operating Plan (SOP) that was based on the guidance provided by the Council in December and January at the annual Strategic Planning Retreat and subsequent meetings. Staff will review the more significant items currently proposed in the five-year plan and will seek Council input to determine if there are any modifications needed before staff prepares the budget document for submission to Council in early May.

Attached to this agenda item is a presentation of the overview.

ATTACHMENTS:

Description

□ FY 2023 SOP Preview - Apr 2022



FY 2023 Strategic Operating Plan Preview

April 12, 2022



What we will cover:

1. Discuss Opportunities for Improvement & Innovation proposed for FY 2023–2027
2. Review Five-Year Financial Plan for FY 2023–2027





The Village Council identified three (3) Areas of Focus (AOF) in January 2022 that are addressed in the FY 2023 Strategic Operating Plan.

Areas of Focus
1. Manage development to protect Village character 2. Support the business community 3. Provide a safe and effective multi-modal transportation system

Proposed FY 2023-2027 Opportunities for Improvement & Innovation

To support the Baldrige core value of “Management by Fact” we discipline ourselves to evaluate opportunities based on an analysis of data and information to determine if they are intelligent risks worth pursuing before funding.



FY 2023 Strategic Operating Plan Preview



- Plan to conduct 8 **Initiative Action Plans** in FY 2023-2027

Strategic Objective	Initiative Action Plan (IAP) Name	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<i>Deliver effective fire and rescue services</i>	<i>Design, build, staff, and equip Fire Station 93</i>				\$400,000	\$167,383	\$567,383
Manage development to protect Village character AOF	Relocation of the Public Services Complex to allow for redevelopment of Village Place. (6.5)	\$350,000	\$75,000	\$0			\$425,000
	Update the Pinehurst Development Ordinance	\$0	\$0				\$0
	Small Area Plan for Village Place/Rattlesnake Trail Corridor and Pinehurst South/Hwy5 Commercial Area	\$0					\$0
Support the business community AOF	Expand Downtown Parking Facilities (w/o Fire IAP) <i>Expand Downtown Parking Facilities (with Fire IAP)</i>		\$0 <i>\$0</i>	\$350,000 <i>\$350,000</i>	\$3,170,000 <i>\$910,417</i>	\$20,500 <i>\$255,917</i>	\$3,540,500 <i>\$1,516,334</i>
Provide a safe and effective multi-modal transportation system AOF	Develop a consolidated multi-modal transportation plan		\$100,000	\$0			\$100,000
Provide recreation programs and facilities	Retrofit current athletic fields with synthetic turf	\$1,237,000	(\$27,700)	\$661,600	(\$49,400)	(\$50,700)	\$1,770,800
Provide Library and Archive services	Expand and Renovate Given Library/Tufts Archives	\$0	(\$1,000,000)	\$3,600,000	\$293,000	\$300,325	\$3,193,325
TOTAL NET COST		\$1,587,000	(\$852,700)	\$4,611,600	\$3,413,600	\$270,125	\$9,029,625
AOF – Addresses Council Areas of Focus Blue Italics – Item(s) not listed within recommended budget			<i>\$852,700</i>	<i>\$4,611,600</i>	<i>\$1,554,017</i>	<i>\$672,925</i>	<i>\$7,572,842</i>

FY 2023 Strategic Operating Plan Preview



- Plan to conduct 46 **projects** in FY 2023-2027 including these significant projects:

Project	Timeframe	Total Cost
Construct Pedestrian Facilities	FY23-FY27	\$2,000,000
Stormwater improvements	FY23-FY27	\$1,985,000
<i>Purchase a ladder track</i>	<i>FY24</i>	<i>\$1,700,000</i>
Develop West Pinehurst Park	FY27	\$1,000,000
Village Place streetscape enhancements	FY23-FY27	\$1,000,000
Public Safety Radio Improvements	FY23-FY25	\$375,000
Replace park lighting (Cannon Park Field 2)	FY25	\$195,000
Update SCBA Air Packs to Meet New NFPA Standards	FY23	\$162,000
Resurface Village Green Parking Lot	FY24	\$65,000
Preserve/Conserve Open Space In and Around Pinehurst	FY24	\$50,000

Red Highlights – Item(s) related to Areas of Focus

Blue Italics – Item(s) not listed within recommended budget

FY 2023 Strategic Operating Plan Preview



- Plan to conduct 26 **evaluations** in FY 2023-2027 to ID ways to improve processes and service delivery. Several will be evaluated using the BIRDIE or ACE process improvement methodology.



BIRDIE	
FY23	Document Imaging



ACEs	
FY23	Evaluate ways to automate employee timekeeping
FY23	Fire inspection process evaluation
FY23	Return pickup evaluation
FY23	Re-evaluate road patching services
FY24	Recruitment/hiring process

FY 2023–2027
Five-Year Financial Plan



American Rescue Plan Act (ARPA) Funding:

- Recorded in the forecast as an "Other Financing Source" transfer from the American Rescue Plan Act Special Revenue Fund:

	Amount
Total Estimated ARPA Grant Amount	\$5,296,750
Estimated Interest	\$1,250
Total Other Financing Sources	\$5,298,000

Key Highlights of the Proposed FY 2023 Five-Year Financial Forecast:

- Same tax rate projections as the adopted FY 2022 Strategic Operating Plan
- FY23 Tax Rate:
 - Operating expenditure pressures (½ cent) from:
 - State mandated retirement contribution rate increases
 - County mandated recycling and tipping fees
 - 2.5% annual inflation rate for operating expenditures

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Tax Rate	\$0.315	\$0.32	\$0.325	\$0.325	\$0.335	\$0.335
Tax Rate Change		0.5¢	0.5¢	-	1.0¢	-

- FY24-27 Projected Tax Rates:
 - FY24: Increase due to operating expenditure pressures
 - FY25: No change
 - FY26: Increase due to operating costs of the expanded library/archives
 - FY27: No change

FY 2023 Strategic Operating Plan Preview



Recommended Forecast:

PRELIMINARY 5-Year Financial Forecast		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Tax Rate		\$0.320	\$0.325	\$0.325	\$0.335	\$0.335
Full Time Equivalents (FTEs)		158.6	158.6	158.1	161.1	161.1
General Fund Operating Revenues		\$22,654,000	\$24,628,000	\$23,639,000	\$24,248,000	\$24,624,000
General Fund Other Financing Sources (Transfer from ARPA Fund to General Fund)		4,445,000	853,000	-	-	-
General Fund Operating Expenditures		21,838,000	22,728,000	22,900,000	23,765,000	24,441,000
Operating Income(Loss)		\$5,261,000	\$2,753,000	\$739,000	\$483,000	\$183,000
Capital Expenditures		5,261,000	2,166,000	2,800,000	2,109,000	2,904,000
Other Financing Uses		-	-	3,950,000	3,150,000	-
Total Expenditures		\$27,099,000	\$24,894,000	\$29,650,000	\$29,024,000	\$27,345,000
Budget to Actual Variance ¹		1,755,000	1,837,000	1,839,000	1,906,000	1,957,000
Projected Actual Gain/(Loss)		\$1,755,000	\$2,424,000	(\$4,172,000)	(\$2,870,000)	(\$764,000)
Projected Fund Balance as a % of Total Budget		54.9%	69.5%	44.3%	35.3%	34.7%
Operating Margin		0.89	0.85	0.89	0.90	0.91

¹ Assumes actual revenues of 101% of budget and actual expenditures of 93% of budget

FY 2023 Strategic Operating Plan Preview



Forecast with Fire Department Ladder Truck Project and Fire Station IAP:

PRELIMINARY 5-Year Financial Forecast	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Tax Rate	\$0.320	\$0.325	\$0.325	\$0.345	\$0.36
Full Time Equivalents (FTEs)	158.6	158.6	158.1	167.1	167.1
General Fund Operating Revenues	\$22,654,000	\$24,628,000	\$23,639,000	\$24,653,000	\$25,647,000
General Fund Other Financing Sources (Transfer from ARPA Fund to General Fund)	4,445,000	853,000	-	-	-
General Fund Operating Expenditures	21,838,000	22,728,000	22,900,000	24,400,000	25,650,000
Operating Income(Loss)	\$5,261,000	\$2,753,000	\$739,000	\$253,000	(\$3,000)
Capital Expenditures	5,261,000	3,866,000	2,800,000	2,109,000	2,904,000
Other Financing Uses	-	-	3,600,000	1,000,000	-
Total Expenditures	\$27,099,000	\$26,594,000	\$29,300,000	\$27,509,000	\$28,554,000
Budget to Actual Variance ¹	1,755,000	1,837,000	1,839,000	1,938,000	1,996,000
Projected Actual Gain/(Loss)	\$1,755,000	\$724,000	(\$3,822,000)	(\$918,000)	(\$911,000)
Projected Fund Balance as a % of Total Budget	54.9%	58.6%	40.2%	39.5%	34.8%
Operating Margin	0.89	0.85	0.89	0.91	0.92

¹ Assumes actual revenues of 101% of budget and actual expenditures of 93% of budget

Blue text represents changes from Recommended Forecast slide.

Note: Pursuing these projects requires debt issuance for Carriage House parking facility construction.

FY 2023 Strategic Operating Plan Preview



Forecast with Fire Department Ladder Truck Project Only:

PRELIMINARY 5-Year Financial Forecast	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Tax Rate	\$0.320	\$0.325	\$0.325	\$0.335	\$0.335
Full Time Equivalents (FTEs)	158.6	158.6	158.1	161.1	161.1
General Fund Operating Revenues	\$22,654,000	\$24,628,000	\$23,639,000	\$24,248,000	\$24,624,000
General Fund Other Financing Sources (Transfer from ARPA Fund to General Fund)	4,445,000	853,000	-	-	-
General Fund Operating Expenditures	21,838,000	22,728,000	22,900,000	23,765,000	24,441,000
Operating Income(Loss)	\$5,261,000	\$2,753,000	\$739,000	\$483,000	\$183,000
Capital Expenditures	5,261,000	3,866,000	2,800,000	2,109,000	2,904,000
Other Financing Uses	-	-	3,950,000	3,150,000	-
Total Expenditures	\$27,099,000	\$26,594,000	\$29,650,000	\$29,024,000	\$27,345,000
Budget to Actual Variance ¹	1,755,000	1,837,000	1,839,000	1,906,000	1,957,000
Projected Actual Gain/(Loss)	\$1,755,000	\$724,000	(\$4,172,000)	(\$2,870,000)	(\$764,000)
Projected Fund Balance as a % of Total Budget	54.9%	58.6%	38.5%	29.5%	28.5%
Operating Margin	0.89	0.85	0.89	0.90	0.91

¹ Assumes actual revenues of 101% of budget and actual expenditures of 93% of budget

Blue text represents changes from Recommended Forecast slide.

Note: Pursuing this project would cause the Village to drop slightly below the 30% FB minimum or would require financing part of the Carriage House parking facility construction.

FY 2023 Strategic Operating Plan Preview



Proposed Capital Project Funds:

Project	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Comments
Library Expansion			\$3,600,000			Design funded in FY22 at \$400,000. Assumes no debt financing.
Carriage House Parking Facility			\$350,000	\$3,150,000		Assumes no debt financing.
<i>Fire Station 93</i>				<i>\$400,000</i>	<i>\$5,500,000</i>	<i>Would require debt financing.</i>

Blue Italics – Item(s) not included within recommended budget



Key Highlights of the FY 2023-2027 Staffing Plan:

- 1. FY 2023 cost of living adjustment of 4.7%; Merit raises averaging 2% funded in FY 2023-2027
- 2. Addition of 4.5 full-time equivalents (FTEs) in proposed FY 2023-2027 plan

Full-Time Equivalents (FTEs)				
Fiscal Year	Dept	Type	Job Title	FTE
FY23	Police	New FT	Police Officer	2.00
FY25	Inspections	FT to PT	PT Inspector	-0.50
FY26	Library	New FT	Library/Archives Staff (TBD)	3.00
<i>FY26</i>	<i>Fire</i>	<i>New FT</i>	<i>Firefighters</i>	<i>6.00</i>
RECOMMENDED TOTAL				4.50
<i>ADDITIONAL FIREFIGHTER TOTAL</i>				<i>10.50</i>

Blue Italics – Item(s) not included within recommended budget

Council Discussion/ Direction



Council Discussion/Direction:

- Have we sufficiently addressed Council’s higher priorities in the proposed five-year plan?
- Are there any other Council priorities that we need to address?
- Are there any significant modifications you would like to make to the proposed five-year plan at this point?

KEY Dates	
May 5	Village staff deliver FY23 SOP to Council
May 10	Village Manager presents FY23 SOP at Council Regular Meeting
May 16	Budget Work Session #1
May 18	Budget Work Session #2



**DISCUSS AND CONSIDER RESOLUTION 22-07 ESTABLISHING A FLAG
AND LAMP POST BANNER POLICY
ADDITIONAL AGENDA DETAILS:**

FROM:

Jeff Batton and Kelly Chance

CC:

Council Members

DATE OF MEMO:

4/6/2022

MEMO DETAILS:

This item is for discussion and requested approval of Resolution #22-07, establishing a Flag and Lamp Post Banner Policy for the Village of Pinehurst facilities, and for usage of Village lamp posts for commemorative banners as proposed in the attached Flag and Lamp Post Banner Policy (Attachment A)

ATTACHMENTS:

Description

- ☐ Resolution 22-07 Establishing a Flag and Lamp Post Banner Policy
- ☐ Flag and Lamp Post Banner Policy

RESOLUTION #22-07:

A RESOLUTION ESTABLISHING A FLAG AND LAMP POST BANNER POLICY.

WHEREAS, the Village Council of Pinehurst, North Carolina, is desirous of creating a policy relative to the display of the U.S. Flag, the State Flag, Military Flags, and specialty flags at Village of Pinehurst facilities, and for usage of Village lamp posts for commemorative banners; and

WHEREAS, the Flag and Lamp Post Banner Policy is in accordance with United States Code Title 4 and North Carolina General Statutes Chapter 144;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 12th day of April, 2022 as follows:

SECTION 1. That the Flag and Lamp Post Banner Policy is hereby adopted; said policy attached hereto as Attachment A and made a part hereof; the same as if included verbatim.

THIS RESOLUTION passed and adopted this 12th day of April, 2022.

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

	VILLAGE OF PINEHURST STANDARD PROCEDURE	
SUBJECT: Flag and Lamp Post Banner Policy	Effective Date:	
Department: Administration	Policy No.: 52	
Prepared by: Jeff Batton	Revised:	
Approved by: Village Council	# of Pages: 4	

PURPOSE: The purpose of this policy is to establish that the Flag of the United States of America (US Flag), the Flag of the State of North Carolina (State Flag), and Military Flags are encouraged and approved for display at City facilities.

POLICY: The Village's policy relative to the display of the U.S. Flag, the State Flag, and Military Flags at Village of Pinehurst facilities shall be in accordance with United States Code (U.S.C.A.), Title 4 and North Carolina General Statutes Chapter 144.

APPLICABILITY: This policy applies to all flags identified herein that are flown at Village of Pinehurst facilities.

PROCEDURE:

Display

1. The U.S. Flag together with the State Flag shall be displayed daily at major Village of Pinehurst operated facilities. Locations at which the Flags are to be displayed include, but are not limited to: Village Hall, Public Safety Facility, Fire Stations, Police Stations, and Public Recreation Facilities.
2. When the U.S. Flag, State Flag, and Military (Flag(s)) are displayed with other flags, the U.S. Flag shall be placed in the position of first honor at all times and the State Flag shall be placed in the position of second honor.
3. The U.S. Flag and State Flag shall be displayed only from sunrise to sunset if illumination is not provided. If properly illuminated, the Flags may be displayed twenty-four (24) hours per day.
4. Only all-weather U.S. Flags and State Flags shall be displayed outdoors. Flags displayed on the same halyard shall have the U.S. Flag at the peak, with the State Flag directly

below the U.S. Flag in such a manner as not to interfere with any part of the U.S. Flag. All other flags shall be displayed at a position subordinate to the State Flag.

5. When the U.S. Flag and State Flag are displayed at the same time on a separate flagpole, the staffs shall be of equal height, the flags shall be of equal size, and the State Flag shall be positioned to the U.S. Flag's left. The U.S. Flag shall be hoisted first and lowered last.
6. The U.S. Flag and State Flag, shall be flown at half-staff during any of the following circumstances:
 - During a National Day of Mourning or remembrance as declared by the President of the United States. The period of time the Flags remain at half-staff shall be determined by Presidential order.
 - During a state day of mourning or remembrance as declared by the Governor of the State of North Carolina. The period of time that the Flags remain at half-staff shall be determined by gubernatorial order.
 - On Memorial Day each year, the Flags shall be displayed at half-staff until noon only, then raised to the top of the staff.
 - Thirty (30) days from the death of the President or a former President; ten (10) days from the day of death of the Vice President, the Chief Justice or a retired Chief Justice of the United States, or the Speaker of the House of Representatives; from the day of death until interment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice President, or the Governor of a State, territory, or possession; and on the day of death and the following day for a Member of Congress.
 - When displayed at half-staff, the U.S. Flag and State Flag shall be first hoisted to the peak for a moment and then lowered to the half-staff position. The Flags shall be again raised to the peak before they are lowered for the day.
7. No other flag shall be displayed above the U.S. Flag.
8. When the U.S. Flag is displayed over the middle of the street, the flag should be suspended vertically with the union (blue field) to the north in an east and west street, or to the east in a north and south street.
9. When the U.S. Flag is displayed with another flag from crossed staffs, the U.S. Flag should be on the right (the flag's own right, the observer's left) and its staff should be in front of the staff of the other flag.
10. The Village of Pinehurst recognizes that any rule or custom pertaining to the display of the U.S. Flag may be altered, modified, or repealed, or additional rules with respect thereto may be prescribed, by the Commander in Chief of the Armed Forces of the United States, whenever deemed to be appropriate or desirable. Any such alteration or additional rule shall take precedence over the practices set forth in this policy.

Disposal of U.S. Flag or State Flag

When the U.S. Flag or State Flag deteriorates to such a condition that it no longer serves as a fitting emblem of display, it shall be destroyed in a dignified manner, preferably by burning.

Display of Flags Outside Village Hall

The flags displayed in front of Village Hall shall be reserved only for the display of the U.S. Flag and the State Flag. The U.S. Flag shall be displayed in first position of honor at the highest point. The State Flag shall be displayed in second position of honor below the U.S. Flag.

Display of Flags Outside Public Safety Facility

The flags displayed in front of the Public Safety Facilities shall be reserved only for the display of the U.S. Flag and the State Flag. The U.S. Flag shall be displayed in first position of honor at the highest point. The State Flag shall be displayed in second position of honor below the U.S. Flag.

Display of Flags Outside Fire Stations

The flags displayed in front of the Fire Station shall be reserved for the display of the U.S. Flag and the State Flag. The Thin Red Line Flag may be displayed in lieu of the State Flag. During National Fire Prevention Week in October, a Fire Prevention Flag may be displayed. The U.S. Flag shall be displayed in first position of honor at the highest point. The State Flag or alternate shall be displayed in second position of honor below the U.S. Flag.

Display of Flags Outside Police Stations

The flags displayed in front of the Police Station shall be reserved for the display of the U.S. Flag and the State Flag. The Thin Blue Line Flag may be displayed in lieu of the State Flag. During Peace Officers Memorial Week in May, a Police Memorial Flag may be displayed. The U.S. Flag shall be displayed in first position of honor at the highest point. The State Flag or alternate shall be displayed in second position of honor below the U.S. Flag.

Display of Flags at the War Memorial at Cannon Park

The U.S. Flag and the POW/MIA Flag shall be the only Flags displayed at the War Memorial at Canon Park. The U.S. Flag shall be displayed in the first position of honor at the highest point. The POW/MIA Flag shall be displayed in second position of honor below the U.S. Flag.

Display of Flags inside Village Hall and Other Facilities

If the U.S. Flag is displayed in a lobby area it must be displayed in the first position of honor. This position is on the left side of the lobby upon entrance.

Display of Flags in the Village Hall Council Chambers

The U.S. Flag and State Flag shall be the only Flags displayed in the Village Council Chambers. The U.S. Flag shall be displayed in the first position of honor. This position is on the Mayor and City Council's right as they face the audience. The State Flag shall be displayed in the second position of honor. This position is on the Mayor and City Council's left as they face the audience.

The Village's Flagpoles

The Village's flagpoles are not intended to serve as a forum for free expression by the public. The Village's flagpoles are to be used exclusively by the Village, where the Village Council may display a commemorative flag as a form of government expression. The Village will not display a commemorative flag based on a request from a third Party, nor will the Village use its flagpoles to sponsor the expression of a third party.

Lamp Post Banners

Commemorative banners and wreaths celebrating special events or occasions may be placed on decorative lamp posts so long as the event is directly sponsored or co-sponsored by the Village of Pinehurst. The cost to produce the banners as well as the labor cost to attach and remove the banners shall be borne by the requesting party(ies).

This policy shall be reviewed during the organizational meeting of current Village Council every year and updated as Village Council deems necessary.

Approved by:

Jeff Sanborn, Village Manager

Date

Resolution # 22-07

Village Council, Resolution

Date