

**MINUTES OF  
VILLAGE COUNCIL WORK SESSION  
APRIL 12, 2016**

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

The Pinehurst Village Council held a Work Session at 4:30 p.m., Tuesday, April 12, 2016 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor  
Ms. Claire L. Berggren, Councilmember  
Mr. John Bouldry, Councilmember  
Mr. Clark H. Campbell, Councilmember  
Mr. John R. Cashion, Mayor Pro-Tem  
Mr. Jeffrey M. Sanborn, Village Manager  
Ms. Natalie E. Dean, Interim Village Clerk

And approximately 40 attendees, including 15 staff and 2 press.

**1. Call to Order.**

Mayor Nancy Roy Fiorillo called the meeting to order.

**2. Request for Budget Guidance – Staffing & Initiatives.**

Village Manager Jeff Sanborn reviewed the list of Initiative Action Plans (IAPs) included in the proposed five-year plan and provided an overview of the key IAPs to address the Council's Areas of Focus, as listed on the FY 2017 Balanced Scorecard. Manager Sanborn also reviewed the proposed staffing in the five-year plan, which is an increase in the # of full-time equivalents (FTEs) of 4.75 FTEs.

Assistant Village Manager, Natalie Dean, discussed the proposed reorganization of Administration staff and the proposal to add a 20-hour a week Welcome Center Coordinator position. Council discussed the concept of contracting with the Given Memorial Library to provide Welcome Center services and instructed staff to proceed with adding a 20-hour a week employee and investigate the option of working with the Given Memorial Library further next year. Police Chief Earl Phipps reviewed the proposed organization chart for the PD based on the recommendations of the BIRDIE team and the addition of two new police officers for a traffic enforcement team.

Finance Director John Frye reviewed the Five-year Financial Plan for FY 2017 – 2021 which includes a ½ cent tax increase to \$0.295 per \$100 valuation in FY 2017. He indicated the proposed tax increase is in the place of the previously planned 1 cent tax increase planned for FY 2018, per the prior year's Five-year Financial Plan.

Parks and Recreation Director Mark Wagner discussed the development of West Pinehurst Park and the need for athletic fields. Council then discussed the \$2 million included in the Five-year Financial Plan for future recreation facilities, which could be for the development of West Pinehurst Park or for the development of an indoor recreation facility.

After discussion, the Council directed staff to proceed with developing the FY 2017 Budget and the Five-year Financial Plan as presented.

**3. Given Outpost – Funding Operations.**

Village Manager Jeff Sanborn indicated there has been a request to consider additional funding for the Given Outpost and that the current contract requires the Library to provide information on how they have spent the Village funds provided this fiscal year. He indicated the Village has not received the

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required quarterly reports yet and that staff had recently requested them. Councilmember Campbell indicated the Village should receive and review the reports prior to making any decisions about additional funding. After a discussion, the Council decided to proceed with developing this year's budget without any additional funding for the Given Outpost.

**4. Public Services Building Facades.**

Assistant Village Manager Jeff Batton presented the Council with four options for façade improvements to the buildings on the current Public Services facility site. After discussion, the Council directed staff to proceed with plans to paint the buildings instead of adding any stucco or brick façade improvements. Councilmember Campbell asked staff to try to address some storm drainage issues on McIntyre Road if the Public Services facility improvements project comes in under budget. Assistant Village Manager Jeff Batton indicated that the Village has included funding in the FY 2017 Budget to address the storm drainage issues.

**5. Results of Village Acres Surveys and Plans for the 4/13 Public Input Meeting.**

Assistant Village Manager Natalie Dean reviewed the results of the Village Acres Sidewalks and Street Light Survey and the plans for the Public Input Meeting scheduled for Wednesday, April 13<sup>th</sup> at 7:00 pm. Councilmember Berggren inquired if the Village could construct more sidewalks if the material used was the same as that on the greenways. Parks and Recreation Director Mark Wagner indicated that concrete is the preferred sidewalk material for Spring Lake Drive due to the grade changes on Spring Lake Drive.

**6. Direction on the Use of Open Village Hall for Input on Council/Staff Decisions.**

Village Manager Jeff Sanborn indicated that Councilmember Claire Berggren asked that the Council discuss the use of Open Village Hall. Councilmember Berggren indicated she would like some clarification on the parameters to use for Open Village Hall. Councilmembers expressed concern about using it too much and discussed the importance of the timing of using Open Village Hall. Village Manager Jeff Sanborn indicated he believed the Village would see greater utilization of Open Village Hall if it were used more frequently, as opposed to occasionally. Councilmembers indicated they want to be notified when Open Village Hall topics are introduced and more Council involvement in the development of the topics. Councilmember Berggren suggested staff try to plan out the topics in advance to get input on bigger issues facing the Council. Councilmember Bouldry indicated he is concerned about the low response rates and thinks the Village could do a better job of marketing and promoting Open Village Hall. Mayor Fiorillo indicated she likes when the Village uses Open Village Hall to ask for feedback on Village events, programs, or services. After discussion, Council directed staff to continue to utilize Open Village Hall to engage the community, given the parameters discussed.

**7. Land Swap with Sandhills Sandsharks.**

Village Manager Jeff Sanborn indicated he is seeking direction from the Council on whether or not to engage in any further discussions with Sandhills Sandsharks on a proposed land swap of Village property on Juniper Lake Road with property owned by the Sandsharks on Rattlesnake Trail. Council clarified that the land swap is not being entertained in order for the Village to operate a pool, but rather to remove the pool from the property to enhance its appearance. After discussion, the Council directed staff to proceed with developing a land swap proposal in consultation with the Sandhills Sandsharks for Council consideration in a future closed session.

**8. Medlin Road Agreement**

Village Manager Jeff Sanborn indicated Quality Built Homes is looking for some relief on a PDO requirement related to road resurfacing. He indicated this could be accomplished by a letter of agreement which indicates the Village will not issue any Certificates of Occupancy for the seven lots on Medlin Road until the final lift of asphalt is installed. Upon a motion by Councilmember Cashion, seconded by Councilmember Berggren, Council voted to authorize the Mayor or her designee to enter into a Letter of Agreement with DGH Management, LLC and SNS Engineering, INC to temporarily delay the final and only lift of asphalt on Medlin Road between Rattlesnake Trail and McIntyre Road

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in order to complete infrastructure and to protect the final road surface from heavy truck deliveries associated with new construction by a vote of 4-0. Councilmember Campbell recused himself from the vote.

**9. Results of Hwy 211 Meeting Held on 4/6.**

Mayor Fiorillo indicated the takeaways from the well-attended meeting held on April 6<sup>th</sup> to discuss Hwy 211 zoning included identification of the responsibilities of NCDOT and a desire by Pinewild residents to evaluate the zoning in the ETJ off Hwy 211, north of Pinewild. Manager Sanborn indicated it may be best to complete the land use analysis planned for FY 2017 prior to moving forward with evaluating the zoning north of Pinewild. After a discussion of the potential timing of the land use analysis, Council decided to hold further discussions with staff about the best way to proceed with evaluating the zoning in the ETJ off Hwy 211, north of Pinewild.

**10. List of Items for the 4/26 Regular Meeting.**

Village Manager Jeff Sanborn asked if there were any items from the list of items for the April 26<sup>th</sup> Regular Meeting that the Council would like to discuss:

- Resolution endorsing the creation of a NCDOT Comprehensive Transportation Plan for Southern Moore Co.
- Resolution to change the name of Pool Road to Old Pool Road
- Discuss a letter to the NPS regarding the Given Memorial Library
- Discuss co-sponsorship of the Sandhills Farmer's Market
- PDO amendment for temporary seasonal pools
- Resolutions honoring the service of Greenway Committee members

Mayor Fiorillo indicated she would like to discuss the co-sponsorship of the Sandhills Farmer's Market. Manager Sanborn indicated he was not prepared to provide a recommendation to the Council due to some additional information needed to ensure which category of request the sponsorship falls under in the Council's policy for sponsorship requests. After a discussion with representative Carla St. Germain, the Council decided they would like to override their policy and provide the requested co-sponsorship of the Sandhills Farmer's Market to allow them to continue to use Tufts Park free of charge.

**11. Other Business.**

There was no other business.

**12. Motion to Adjourn.**

Councilmember Campbell moved to adjourn the Work Session. The motion was seconded by Councilmember Berggren and carried unanimously. The Work Session adjourned at 7:00 p.m.

Respectfully Submitted,



Natalie E. Dean  
Interim Village Clerk