



**VILLAGE COUNCIL
MINUTES FOR SPECIAL MEETING OF MARCH 31, 2020
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

The Pinehurst Village Council held a Special Meeting at 4:30 p.m., Tuesday, March 31, 2020 remotely, via Zoom. Assembly Hall, located at Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina was open to the public to view the remote meeting live and to provide public comments in real time. The following were in remote attendance of the meeting:

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

And approximately 6 attendees, including 4 staff.

1. Call to Order.

Mayor Strickland, called the Village Council meeting to order.

2. Reports:

Village Manager

- Budget review committee met last week and reviewed all of the department budget submissions. The committee believes they are close to getting the key financial operating parameters forecasted out 5 years and within the policy limits.
- Human Resources staff have been busy trying to digest the new legislation for the Families First Coronavirus Response Act (FFCRA). There are two key parts to the FFCRA which are the Emergency Family and Medical Leave Expansion Act and the Emergency Paid Sick Leave Act. These acts provide job-protected emergency leave and emergency paid sick leave for employees affected by COVID-19. Staff will bring these items back to Council at the next meeting.
- Currently working on a teleworking policy should the need to have employees work from home arises.

Village Council

- Councilmember Boesch stated the first case of community spread of COVID-19 was a resident in Pinewild. She spoke with the Pinewild residents' wife today and was asked to pass along the message for residents to following the CDC guidelines and limit trips to the grocery store and also she wanted to thank everyone for their thoughts for husband.
- Councilmember Drum asked people to support local restaurants, as the whole region is going through a tough time right now. He also noted he was concerned with senior citizens that are alone.
- Councilmember Hogeman stated she would like to thank Councilmember Boesch for coordinating the manufacturing of masks. She also inquired if the Village had adequate cleaning supplies. Jeff Sanborn, Village Manager, stated currently we do have enough, but if this carries on a while and people continue hoarding adequate supplies may become an issue.
- Mayor Pro Tem Davis stated while you are home take time to complete the Census, as it is available online and very

important for funding for Moore County and the State of North Carolina going forward. She also said her thoughts and prayers are with everyone in the community right now.

Mayor Strickland asked if there were any items that Council would like removed from the agenda or consent agenda before moving forward with the meeting. Mayor Pro Tem Davis suggested removing the discussion of the Public Comment Policy from the agenda. Council unanimously approved removing the Public Comment Period Policy for the agenda.

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.

- Public Safety Reports for February, 2020.
- Approval of Village Council Meeting Minutes.
 - March 10, 2020 Special Meeting
 - March 10, 2020 Closed Session
 - March 10, 2020 Regular Meeting
 - March 10, 2020 Work Session

End of Consent Agenda.

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

4. Discuss and Consider a Resolution to Appoint David Alzamora to the Board of Adjustment and Planning and Zoning Board.

Leo Santowasso, Planning and Zoning Board Chairman, introduced David Alzamora and stated he is a local attorney and a strong candidate for the Planning and Zoning Board. Mr. Alzamora explained he moved to Pinehurst when he was 5 years old and is a Graduate UNC Chapel Hill and Campbell Law School. Mayor Strickland asked if he could expand on his experience in Real Estate Law. Mr. Alzamora stated that he works for Morgan and Perry Law Firm, with offices in Fuquay-Varina and Southern Pines. He handles estate planning and real estate law, such as closings. Councilmember Drum stated he supports Mr. Santowasso recommendation and believes having representation of Mr. Alzamora's age group is great. Council asked about his thoughts on growth, the new Comprehensive Plan, and what motivated him to apply for the Planning and Zoning Board.

Upon a motion by Councilmember Drum, seconded by Councilmember Boesch, Council unanimously approved Resolution 20-07 appointing David Alzamora to the Village of Pinehurst Board of Adjustment and the Planning and Zoning Board, by a vote of 5-0.

5. Discuss and Consider Resolution 20-06 Waving Special Assessment Acceleration.

Brooke Hunter, Financial Services Director, explained billings for this year's Municipal Service District (MSD) and Cotswold special assessment installments were mailed in January and were due February 9, 2020. North Carolina General Statute states that if any installment of these assessments is not paid by the due date, all of the installments remaining unpaid become due and payable, unless the Council waives this acceleration. Ms. Hunter noted that this was the final year for the Cotswold assessment and there is only one year remaining for the MSD assessment. As of the due date, one MSD property owner did not pay this year's installment. The past due assessment has now been paid and staff recommends that Council waive the acceleration of the remaining assessment installment for the one property that has since paid their annual installment.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Hogeman, Council unanimously approved Resolution 20-06 waiving acceleration of special assessment installments for the Village of Pinehurst, by a vote of 5-0.

6. Discuss and Consider the Audit Contract for Fiscal Year 2020.

Brooke Hunter, Financial Services Director, explained that each year at this time we award the Village's audit contract to an independent auditor in accordance with North Carolina General Statutes. Based upon the professional service we have received from our current auditors, she recommends the Village continue its relationship with the firm Dixon Hughes Goodman, LLP. The proposed base fee for this year's audit is \$29,300. This is the same cost as the previous year, as the firm has agreed to no price increase. Ms. Hunter explained that we will also be required to obtain a Single Audit for FY 2020, due to the amount of State

funding we received from the Powell Bill program. The proposed fee for the Single Audit service is \$4,800, which is also the same price as last year. Funding for this contract will be appropriated in the FY 2021 Budget. Ms. Hunter noted that as the Village's financial staff is able to complete financial statement preparation and all required audit schedules in-house, we are able to maintain the audit fee at a very reasonable amount. Therefore, Ms. Hunter recommends the Village Council approve the audit contract with Dixon Hughes Goodman, LLP in the amount of \$34,100.

Upon a motion by Councilmember Drum, seconded by Councilmember Hogeman, Council unanimously authorized that the Mayor or his designee enter into an audit contract with Dixon Hughes Goodman in the amount of \$34,100, by a vote of 5-0

7. Discuss Request for Qualifications (RFQ) for Small Area Plans.

Darryn Burich, Planning and Inspections Director, explained this item was for Council to discuss issuance of a Request for Qualifications (RFQ) to work with the Village to prepare two Small Area Plans for Focus Area 2 (NC 5 Commercial Area/Pinehurst South) and Focus Area 4 (Village Place/Rattlesnake Trail). Staff is looking for consensus on moving forward with issuance of the RFQ. Staff proposes to conduct both small area plans in Fiscal Year 2021 and to proceed with issuing the RFQ to get a consultant under contract by June 30, 2020. Once a list is established from the RFQ, consultants will be invited to present in a more traditional Request for Proposals type submittal and presentation. The intent of issuing an RFQ is to establish a qualified list of potential consultants to interview for the planning work, which would be the next step in this process.

Mr. Burich shared land use analysis maps that staff have been working on for these areas. Councilmember Hogeman asked what the different colors on the maps show. Mr. Burich noted that the maps are colored by like type properties and are existing uses and noted no proposed uses will be included on the maps. Councilmember Hogeman noted that in the Scope of Work there are a number of sections where it sounds like we are asking the consultants for a recommendation and she would like to reword those to say give us the information and let us make that decision. Mr. Burich stated that the consultant will work for us and we will provide them direction. Mr. Burich stated the intent of the RFQ is to establish a most qualified list of consultants that could potentially do the work. Councilmember Boesch stated she would like to include that parts of these areas were included in the National Historic Landmark Nomination and also include the map that shows the Historic District. Councilmember Drum stated he would like to lead off in the RFQ with the Historic Landmark Status information. Mr. Burich stated he has incorporated the comments received to date into the RFQ and will edit the RFQ again based on the discussion today. Council agreed to review those changes by email so the RFQ can be issued.

8. Other Business.

- Councilmember Hogeman asked if there was a way to provide public input to the NCDOT regarding their plans for Highway 5 from Blake Blvd. to Highway 211. Jeff Sanborn, Village Manager, stated what the DOT is doing now is just trying to get the scope reasonably close to get them to a budget to put into funding models, they are not in the design phase. Councilmember Drum stated he feels confident that NCDOT will ask for the Village's input before design work begins.
- Councilmember Drum stated he is concerned about the senior citizens that are alone right now. Mayor Pro Tem Davis stated that her church is doing some outreach to seniors and suggested using the Neighborhood Advisory Committee to reach out to seniors in the community.
- Mayor Strickland noted that the Farmers Market will continue to operate as normal. He discussed the request to allow to-go lanes in the Village for the restaurants providing take out. Councilmember Drum stated that he believes having the to-go lanes will show that places are still open for business. Mayor Strickland and Mr. Sanborn are going to continue working on this request.
- Council discussed canceling upcoming Board of Adjustment, Planning and Zoning Board, and Historic Preservation Commission meetings due to public safety concerns. Council came to a co-census to cancel the April 2nd Board of Adjustment meeting. Council also agreed to move towards electronic meetings for these appointed boards.

9. Comments from Attendees.

- Kaye Pierson, 45 Brandon Trail, submitted the following public comment by email: I appreciate this live-stream of the Council meeting, and also appreciate taking the agenda item regarding public comment policy off the agenda. It would have been difficult to comment on this item after the fact of a vote! Can this happen for all future Council meetings?? (Regardless of a pandemic situation)
- Jack Farrell, Pinehurst resident, submitted the following comments by email: I fully agree with changing the agenda to

allow a public input session more towards the beginning of the Council meeting (probably after the consent agenda approval). I also think it is totally unnecessary to structure and codify the public input session to the extent being considered. All you need to do is simply change the agenda to move the item up to the front and make sure to inform attendees that comments should be brief and to the point. You do not need to structure every action in such detail, better to retain some flexibility. However, at the same time I am extremely concerned that this change also will limit public participation in subjects that are discussed during a Council meeting. For the 8 years that the previous Mayor ran the Council meeting, and to her credit, she would always recognize a member of the audience who wished to either comment, ask a clarifying question, or add some additional information on the subject matter being discussed. This was allowed generally when council had completed its discussion or the presentation was completed. This ability of a member of the audience to speak was always true whether it was an official hearing or just a subject that was being discussed or presented to Council. In addition, and again to the Mayor's credit, she would recognize someone even through the person had a position that she knew was in conflict with what the major believed. If you plan to shut down this type of public input you will do a great disservice to the community and significantly limit transparency in your discussions and decisions. Not allowing public input except for the structured 30 minutes at the beginning is a slap in the face to all who take the time to attend Council meetings and will further limit any reason to attend a Council meeting. I strongly request you to consider these factors carefully before enacting the proposed structure and change.

10. Motion to Recess the Special Meeting and Enter a Closed Session.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Drum, Council unanimously approved to recess the special meeting and enter into a closed session, pursuant to NCGS §143-318.11(a)(4), for Village Council to discuss economic development matters involving a prospective new business or the expansion of an existing business or industry, by a vote of 5-0.

11. Motion to Adjourn the Closed Session and Re-enter the Special meeting.

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

12. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Boesch, Council unanimously approved to adjourn the special meeting by a vote of 5-0 at 7:30 p.m.

Respectfully Submitted,



Beth Dunn,
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