



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF MARCH 12, 2019
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 12, 2019 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor
Mr. John Bouldry, Mayor Pro Tem
Ms. Judy Davis, Treasurer
Mr. Kevin Drum, Councilmember
Mr. Jack Farrell, Councilmember
Mr. Jeffrey M. Sanborn, Village Manager
Ms. Beth Dunn, Village Clerk

And approximately 13 attendees, including 6 staff and 1 press.

1. Call to Order.

Mayor Nancy Roy Fiorillo, called the meeting to order.

2. Reports:

Village Manager

- Currently in the mid-point of the budget development process as Department Heads have submitted their draft budgets for review. The planning team will start meeting next week to take a deeper dive into the information to form an appropriate budget. On April 9th he will present a high level budget preview for Council. He will present the formal Strategic Operating Plan and budget on May 7th.

Village Council

- Mayor Pro Tem John Bouldry stated several members of staff and Council attended the public meeting in Aberdeen regarding the Highway 5 improvements.
- Mayor Nancy Fiorillo stated the Saint Patrick's Day parade is Saturday, March 16th, at 11:00am. Bogey, the new Police Department K-9, will be the Grand Marshall of the parade.

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.

- Approval of Draft Village Council Meeting Minutes.
 - February 26, 2019 Regular Meeting
 - February 26, 2019 Work Session
- Budget Amendments Report.

End of Consent Agenda.

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

4. Discuss and Consider Resolution 19-07 Adopting the 2019 Local Government Agencies General Records Retention and Disposition Schedule.

Beth Dunn, Village Clerk, explained that the North Carolina State Archives of North Carolina is transitioning the process for updating local records retention schedules to a new model. Under the new model, general records will be listed on a universal schedule which will be updated annually. Ms. Dunn stated Council will need to adopt the 2019 Local Government Agencies General Records Retention and Disposition Schedule, which was released on March 1, 2019 by the State Archives of North Carolina.

Upon a motion by Councilmember Bouldry, seconded by Councilmember Farrell, Council unanimously approved resolution 19-07 adopting the 2019 Local Government Agencies General Records Retention and Disposition Schedule by a vote of 5-0.

5. Discuss and Consider a Request for Sponsorship - US Amateur Parking Arrangements.

Mark Wagner, Parks and Recreation Director, explained that Pinehurst Resort is requesting use of the infields and tracks for parking during the 2019 US Amateur. The estimated rental rates for special events using one infield is \$600 per day which would result in a total sponsorship valued at \$4,200 for August 12th -19th. On August 10th and 11th there is a horse show scheduled on one field, however, the half mile track would be available. An additional \$1,200 would be added for the use of that track, should they need it. The total value of the sponsorship would be \$5,400 for August 10th – 19th. This sponsorship request falls under Category B, in the sponsorship policy, as it pertains to events coordinated by a commercial entity for at least the partial purpose of earning profit.

Peter Stilwell, with Tarheel Communications Solutions, stated Pinehurst Resort last hosted the USGA Amateur in 2008 and this is the USGA's largest amateur event. They will have approximately 312 players and 600 volunteers. Closer to the weekend they could have 2,000 to 3,000 thousand spectators as well. Parking arrangements at the Harness Track would be used to accommodate everyone. Mayor Pro Tem asked if the USGA is expecting around the same number of visitors and players as the last Amateur Championship. Mr. Stilwell stated that was correct, this will be very similar. Brian Fayhe, with Pinehurst Resort, stated that the Resort team will be out managing the parking areas. No buses will be brought onto the infield, Pinehurst Resort will provide shuttles and everyone will be shuttled to the main clubhouse. The shuttle system will also travel in their normal network, so passengers can go to hotels and into the Village. Councilmember Farrell asked, for the weekend, would the Resort have volunteers at different areas of the track to direct visitors because of having several points of entry into the track. Mr. Fahey stated they would have a team of volunteers managing the parking area and they plan to bring all traffic in off of Hwy. 5. Councilmember Davis stated she hoped the winner will have a special place in their heart for Pinehurst after this event. Councilmember Drum asked if there was a way to promote that the shuttles will go into the Village. Mr. Fayhe stated they could certainly post some signage on the inside of the shuttles and training their volunteers to provide this information. Councilmember Farrell agreed with Councilmember Drum that it would be great to get event goers into the Village. Mayor Pro Tem suggested if there was an opportunity to gather data in preparing for the US Open that would be great.

Mr. Wagner suggested an agreement with the Resort for any additional fees required for restoration of the track surfaces or the infields which could involve aeration, turf replacement, hydro seeding, etc., as deemed necessary based on the condition after their use of the fields.

Upon a motion by Councilmember Drum, seconded by Councilmember Davis, Council unanimously approved the request for sponsorship for the US Amateur parking arrangements by a vote of 5-0.

6. Construction Update for the Cannon Park Community Center.

Dave White, Athletic Coordinator, updated Council on the progress of the Community Center. Mr. Wagner explained that contractors have been working under less than ideal weather conditions with all of the rain we have experienced. As a result, construction is approximately 7-10 days behind schedule but we are hopeful that time can be made up over the next few months. Contractually, the scheduled completion date is October 24th, 2019. Progress to date includes mobilization, site layout, erosion control, site clearing & demo, site proof roll, grading building pad, Excavating Footers, Rebar Installation, Pouring Footings, Masonry Foundation, Grading Site Parking and Installation of Underground Plumbing & Electrical. Upcoming items of significance in March should be to pour the slab, begin building the masonry walls, delivery of the StormTech system and we should start to see some structural steel going up by the end of the month.

Nicole Benbow, Program Coordinator, stated expenditures for this fiscal year to date on the project have totaled \$524,542. This includes \$118,372 paid to Oakley Collier Architects for the completion of design services and the start of their construction administration for the project. The remaining \$406,170 has been paid to H.M. Kern Corporation for construction to date. The contractor has held monthly job progress meetings with staff, architects and engineers for updates on the project. These will transition to bi-weekly likely this month as the project picks up in intensity. Staff is also holding internal meetings on weekly basis with our design team as we finalize selections for FFE, review submittals from the contractor and architect, and review potential fees and charges and operating procedures we intend to implement for the facility.

Mark Wagner, Parks and Recreation Director, presented a PowerPoint presentation of the pictures of the progress to date at the construction site. Councilmember Drum asked when they would start seeing the building take shape. Mr. Wager said by the end of the month we should see walls going up. Councilmember Farrell asked if the payments were coming out of the capital project fund. Jeff Sanborn, Village Manager, explained that was correct it is a designated fund and he also stated that site work is almost complete and so far they have not run into any issues that would need additional funds.

7. Discuss and Consider a Lease Agreement with Moore County Board of Education and associated Budget Amendment for Rassie Wicker Park.

Mark Wagner, Parks and Recreation Director, explained that Village staff and the Village attorney have been working with Moore County Schools staff and their attorney on the terms of a Lease Agreement for use of Rassie Wicker Park for the soon to be constructed temporary Pinehurst Elementary campus. The term of the agreement is anticipated to end on the 1st day of December, 2021 or the end of the construction period (e.g., the complete removal of all temporary facilities and final clean up and restoration of the leased premises). Also, included in the agreement, Moore County Schools has agreed to contribute \$40,000 towards the overall cost of the renovation of the existing playground equipment at Wicker Park.

Mr. Wagner explained the total cost of the playground renovation project is \$140,000 based on the low bid received and the Village has budgeted \$95,000 in the current FY19 budget. With the \$40,000 contribution from MCS, the Village is \$5,000 short of full funding the project. Staff reached out to the vendor to see if the cost could be reduced to close the funding gap. The only way to do so would be to remove a piece of equipment from the project, and possibly coming back at a later date to install it. Normally, staff would recommend doing this in order to fit the existing budget, but due to the poured in place rubber surfacing, this would likely cause additional cost and is not being recommended as a result. Staff is proposing transferring \$5,000 from the Recreation Department's contingency fund to cover the project shortage and fully fund the renovation.

Mr. Wagner stated that during school hours the school will use the Rassie Wicker Park. Councilmember Farrell asked what areas would be off limits to the public during school hours. Mr. Wagner stated the playground, Splash Pad, and hockey rink will be closed to the public. This is due to the mixing of school children and non-school children. Staff is currently working on the specifics for the operational hours for the splash pad after school hours. Councilmember Davis asked if they planned any fencing around the area. Mr. Wagner stated the schools primary site would be fenced, which is now the soccer field area, and the fence will be open on the church side of the property. Mayor Nancy Fiorillo stated this lease is being entered into for the amount of \$1.00, and is truly is a partnership with the school system.

Upon a motion by Councilmember Davis, seconded by Councilmember Drum, Council unanimously approved Resolution 19-08 authorizing the lease of property for the Village of Pinehurst to Moore County Board of Education for the Pinehurst Elementary School temporary site and Ordinance 19-06 amending the general fund budget for Moore County Board of Education contribution toward playground equipment by a vote of 5-0.

8. Other Business.

No other business was discussed.

9. Comments from Attendees.

No comments

10. Motion to Adjourn.

Upon a motion by Councilmember Bouldry, seconded by Councilmember Farrell, Council unanimously approved to adjourn the Regular Meeting by a vote of 5-0 at 5:16 pm.

Respectfully Submitted,



Beth Dunn,
Village Clerk

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

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

Values: Service, Initiative, Teamwork, and Improvement