



**Village Council
Minutes for Regular Meeting
February 13, 2024
Assembly Hall
395 Magnolia Road
Pinehurst, North Carolina
4:30 p.m.**

The Pinehurst Village Council held a Regular Meeting at 04:30 p.m., Tuesday, February 13, 2024, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. Patrick Pizzella, Mayor
Mr. Jeff Morgan, Councilmember
Ms. Barb Ficklin, Councilmember
Mr. John Taylor, Mayor Pro Tem
Mr. Jack Farrell, Councilmember
Mr. Jeff Sanborn, Village Manager
Ms. Beth Dunn, HR Generalist and Acting Village Clerk
Mr. Paul Conners, IT Technician

And approximately 26 attendees, including 6 staff and 1 press.

1. Call to Order.

Mayor Pizzella called the Village Council meeting to order at 04:30 p.m.

2. Invocation by Rev. Dr. Matthew Stillman and Pledge of Allegiance by Ainsley Bare.

3. Reports:

Village Manager

- Mr. Jeff Sanborn, Village Manager, reported the Village's FY24 resurfacing project is getting ready to begin. The Village was awarded the Leading the Way Award from ETC Institute.

Village Council

- Mayor Pizzella reported Pinehurst South and East Midland areas still need a representative for the Neighborhood Advisory Committee. Reminded residents to submit all applications for building permits online.
- Councilmember Morgan congratulated the staff on receiving the Leading the Way Award. He reported that at the January Central Pines Regional Council meeting they discussed the water supply partnership project, and their budget was approved. He stated they are updating board contact information and are developing a media training class for elected officials.
- Councilmember Ficklin reported she went to look at the Moore County Library. She attended her first Beautification Committee meeting, and they reviewed the budget. She reported that the

streetlights have been installed on Dogwood Road from The Holly to Pinecrest to improve pedestrian safety and are part of the downtown amenity plan. The new holiday wreath storage building, which they share with the Fire Department, has new shelving and a safety ladder. Planning is underway for the 2024 Warren H. Manning Award. Looking to successfully address House Bill 259 which will only allow for Southeastern States and NC native plants to be planted in DOT right-of-ways.

- Mayor Pro Tem Taylor reported he met with Phil Werz with the CVB, and they will be having their first quarterly meeting on March 15th. He also reminded residents Moore County met on January 25th about the Land Use Plan and tonight they were meeting tonight at Union Pines High School. The next Land Use meeting is scheduled for February 15th.
- Councilmember Farrell reported that on the 1st Sunday of every month, there is an informal gathering of car enthusiasts downtown. He stated that the cars are impressive and told the community to stop by and check them out.

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
 - January 23, 2024 Regular Meeting Minutes
 - January 23, 2024 Work Session Minutes
- B. Approval of the Revised 2024 Meeting Schedule

End of Consent Agenda.

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

5. Consider Resolution 24-08 Appointing Mr. Jimmy Duncan to the Planning & Zoning Board and Board of Adjustment.

Jeremy Hooper, Planning and Zoning Chairman introduced Jimmy Duncan and briefed Council on his background.

Upon a motion by Councilmember Ficklin, seconded by Councilmember Farrell, Council unanimously approved Resolution 24-08 Appointing Mr. Jimmy Duncan to the Planning & Zoning Board and Board of Adjustment effective February 13th, 2024, to serve at the pleasure of Council until the end of his term on February 28th, 2026, by a vote of 5-0.

RESOLUTION #24-08:

A RESOLUTION REGARDING AN APPOINTMENT TO THE PINEHURST PLANNING & ZONING BOARD AND BOARD OF ADJUSTMENT.

THAT WHEREAS, the Village of Pinehurst has established a Planning & Zoning Board and a Board of Adjustment as required by its Development Ordinance and authorized by North Carolina General Statutes 160D-301 and 160D-302; and

WHEREAS, on the 13th day of March, 2012, the Pinehurst Village Council adopted Ordinance #12-10 to amend Chapter 31 of the Pinehurst Municipal Code to combine the Planning & Zoning Board and the Board of Adjustment; and

WHEREAS, there is a need to fill a vacancy on the Boards; and

WHEREAS, Mr. Duncan and the Village Council of Pinehurst are desirous of Mr. Duncan serving as a member of the Planning & Zoning Board and the Board of Adjustment.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 13th day of February, 2024 as follows:

That the following appointment is hereby made to the Planning & Zoning Board and the Board of Adjustment for the term indicated:

Mr. Jimmy Duncan is appointed as a member of the Planning & Zoning Board and the Board of Adjustment effective February 13, 2024, to serve at the pleasure of the Council until the end of his term on February 28, 2026.

THIS RESOLUTION passed and adopted this 13th day of February, 2024.

6. FY2024 Bi-Annual Public Safety Reports

Fire Chief Carlton Cole and Police Chief Glen Webb presented the Fire Bi-Annual Public Safety Reports.

7. Consider Resolution 24-09 SMPO Lead Planning Agency Financial Agreement with NCDOT.

Mr. Doug Willardson, Assistant Village Manager, and Ms. Dana Van Nostrand, Financial Services Director, reviewed and discussed the SMPO Lead Planning Agency Financial Agreement with NCDOT with Council.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously approved Resolution 24-09 SMPO Lead Planning Agency Financial Agreement with NCDOT, a resolution to enter into the Financial Agreement for the Sandhills Metropolitan Planning Organization by a vote of 5-0.

RESOLUTION #24-09:

RESOLUTION TO ENTER INTO THE FINANCIAL AGREEMENT FOR THE SANDHILLS METROPOLITAN PLANNING ORGANIZATION.

THAT WHEREAS, on December 29, 2022 the US Census Bureau released 2020 population estimates for Urban Areas; and

WHEREAS, the Pinehurst-Southern Pines Urban Area was determined to have a population of 50,319 which met requirements for a metropolitan planning organization (MPO) in accordance with applicable provision of Title 23, United States Code (USC) Section 134 and 135 and 49 USC Section 5303; and Code of Federal Regulations (CFR) Part 450; and

WHEREAS, the Village adopted Resolution 23-45 on October 10, 2023 to enter into the Sandhills Metropolitan Planning Organization (SMPO) Memorandum of Understanding between the Town of Aberdeen, Village of Foxfire, County of Moore, Town of Pinebluff, Village of Pinehurst, Town of Southern Pines, Town of Taylortown, Village of Whispering Pines, and the North Carolina Department of Transportation; and

WHEREAS, the Secretary of the North Carolina Department of Transportation (NCDOT) designated the SMPO as the metropolitan planning agency for the Pinehurst-Southern Pines Urban Area on December 22, 2023; and

WHEREAS, in North Carolina, MPOs operate under the lead planning agency (LPA) concept where the LPA provides administrative and technical support to the MPO; and

WHEREAS, the Village of Pinehurst will be the LPA for the SMPO responsible for the budgeting, accounting, and financial processing and reporting of the SMPO; and

WHEREAS, the NCDOT requires the Village of Pinehurst as the LPA to enter into a Metropolitan Planning Organization (MPO) Agreement for the use of federal funds for planning activities and fee reimbursement (Financial Agreement).

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 13th day of February, 2024:

SECTION 1. The Financial Agreement is approved and the Mayor and Village Clerk and hereby directed to enter into and execute the Financial Agreement.

SECTION 2. The officers of the Village are hereby directed to carry out the roles and responsibilities of the LPA as dictated in the Financial Agreement.

THIS RESOLUTION passed and adopted this 13th day of February, 2024.

8. Consider Resolution 24-10 Lead Planning Agency Agreement with SMPO.

Mr. Doug Willardson, Assistant Village Manager, and Ms. Dana Van Nostrand, Financial Services Director, reviewed and discussed the Lead Planning Agency Agreement with SMPO with Council.

Upon a motion by Councilmember Ficklin, seconded by Councilmember Farrell, Council unanimously approved Resolution 24-10 Lead Planning Agency Agreement with SMPO, a resolution to enter into the Lead Planning Agency Agreement with the Sandhills Metropolitan Planning Organization by a vote of 5-0.

RESOLUTION #24-10:

RESOLUTION TO ENTER INTO THE LEAD PLANNING AGENCY AGREEMENT WITH THE SANDHILLS METROPOLITAN PLANNING ORGANIZATION.

THAT WHEREAS, on December 29, 2022 the US Census Bureau released 2020 population estimates for Urban Areas; and

WHEREAS, the Pinehurst-Southern Pines Urban Area was determined to have a population of 50,319 which met requirements for a metropolitan planning organization (MPO) in accordance with applicable provision of Title 23, United States Code (USC) Section 134 and 135 and 49 USC Section 5303; and Code of Federal Regulations (CFR) Part 450; and

WHEREAS, the Village adopted Resolution 23-45 on October 10, 2023 to enter into the Sandhills Metropolitan Planning Organization (SMPO) Memorandum of Understanding between the Town of Aberdeen, Village of Foxfire, County of Moore, Town of Pinebluff, Village of Pinehurst, Town of Southern Pines, Town of Taylortown, Village of Whispering Pines, and the North Carolina Department of Transportation; and

WHEREAS, the Secretary of the North Carolina Department of Transportation (NCDOT) designated the SMPO as the metropolitan planning agency for the Pinehurst-Southern Pines Urban Area on December 22, 2023; and

WHEREAS, in North Carolina, MPOs operate under the lead planning agency (LPA) concept where the LPA provides administrative and technical support to the MPO; and

WHEREAS, the Village of Pinehurst will be the LPA for the SMPO responsible for the budgeting, accounting, and financial processing and reporting of the SMPO; and

WHEREAS, the Governing Board of the SMPO and the Village of Pinehurst desire to formally set forth and clarify their respective primary authorities, responsibilities, and operations in a Lead Planning Agency Agreement (LPA Agreement).

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 13th day of February, 2024:

SECTION 1. The LPA Agreement is approved and the Mayor and Village Clerk are hereby directed to enter into and execute the LPA Agreement.

SECTION 2. The officers of the Village are hereby directed to carry out the roles and responsibilities of the LPA as dictated in the LPA Agreement.

THIS RESOLUTION passed and adopted this 13th day of February, 2024.

9. **Consider Ordinance 24-04 Establishing the SMPO Special Revenue Fund.**

Mr. Doug Willardson, Assistant Village Manager, and Ms. Dana Van Nostrand, Financial Services Director, reviewed and discussed the SMPO Special Revenue Fund with Council

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Farrell, Council unanimously approved Ordinance 24-04 Establishing the SMPO Special Revenue Fund, a grant project ordinance adopting a special revenue fund to account for the revenues and expenditures of the Sandhills Metropolitan Planning Organization and appropriate funds for Fiscal Year 2024 by a vote of 5-0.

ORDINANCE #24-04:

A GRANT PROJECT ORDINANCE ADOPTING A SPECIAL REVENUE FUND TO ACCOUNT FOR THE REVENUES AND EXPENDITURES OF THE SANDHILLS METROPOLITAN PLANNING ORGANIZATION AND APPROPRIATE FUNDS FOR FISCAL YEAR 2024.

THAT WHEREAS, on December 29, 2022 the US Census Bureau released 2020 population estimates for Urban Areas; and

WHEREAS, the Pinehurst-Southern Pines Urban Area was determined to have a population of 50,319 which met requirements for a metropolitan planning organization (MPO) in accordance with applicable provision of Title 23, United States Code (USC) Section 134 and 135 and 49 USC Section 5303; and Code of Federal Regulations (CFR) Part 450; and

WHEREAS, the Village adopted Resolution 23-45 on October 10, 2023 to enter into the Sandhills Metropolitan Planning Organization (SMPO) Memorandum of Understanding between the Town of Aberdeen, Village of Foxfire, County of Moore, Town of Pinebluff, Village of Pinehurst, Town of Southern Pines, Town of Taylortown, Village of Whispering Pines, and the North Carolina Department of Transportation; and

WHEREAS, the Secretary of the North Carolina Department of Transportation (NCDOT) designated the SMPO as the metropolitan planning agency for the Pinehurst-Southern Pines Urban Area on December 22, 2023; and

WHEREAS, in North Carolina, MPOs operate under the lead planning agency (LPA)

concept where the LPA provides administrative and technical support to the MPO; and

WHEREAS, the Village of Pinehurst will be the LPA for the SMPO responsible for the budgeting, accounting, and financial processing and reporting of the SMPO in accordance with the Financial Agreement with the NCDOT adopted by Village Council in Resolution 24-09 and the LPA Agreement with the SMPO adopted by Village Council in Resolution 24-10; and

WHEREAS, a special revenue fund is needed to ensure proper accountability of SMPO revenues and expenditures; and

WHEREAS, budget appropriations are needed for the SMPO to incur expenditures in fiscal year 2024.

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Governing Body of the Village of Pinehurst, North Carolina, that pursuant to Sections 13.2 and 26(b) of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

SECTION 1. The project authorized is the transportation planning work of the SMPO which is funded by federal and State grant funds and member dues.

SECTION 2. The following amounts are appropriated in the SMPO Special Revenue Fund for the remainder of fiscal year 2024:

Expenditures Amount
Sandhills Metropolitan Planning Organization \$ 100,000

SECTION 3. The following revenues are anticipated to be available in the SMPO Special Revenue Fund for the remainder of fiscal year 2024:

Revenues Amount
SMPO State Grants \$ 80,000
SMPO Member Dues 20,000

SECTION 4. The Financial Services Director is hereby directed to maintain within the SMPO Special Revenue Fund sufficient specific detailed accounting records to provide the accounting information to the grantor agency as required by the grant agreement(s), federal and State regulations, the financial agreement, and the LPA agreement.

SECTION 5. Funds may be advanced from the General Fund to the SMPO Special Revenue Fund as deemed appropriate by the Financial Services Director. Any funds advanced will be repaid from the reimbursement grant proceeds and member dues within a year.

SECTION 6. The Financial Services Director is directed to report, on a quarterly basis, on the financial status of the SMPO Special Revenue Fund as a part of the Village's quarterly financial statements.

SECTION 7. Beginning with the fiscal year 2025 budget, the SMPO Special Revenue Fund budget will be adopted annually by the Village Council with the Village of Pinehurst's annual operating budget. The SMPO Governing Board will approve the annual revenue and expenditure budget for the SMPO for inclusion in the Village of Pinehurst's annual budget ordinance.

SECTION 8. The SMPO Governing Board or SMPO Director may request amendments to the SMPO

Special Revenue Fund budget, including any reappropriation of unexpended funds from the prior fiscal year, as applicable and allowed by the grant agreements. The Village Manager is hereby authorized to transfer amounts between line item expenditures within the SMPO department appropriation in the SMPO Special Revenue Fund when requested by the SMPO Governing Board or SMPO Director. Amendments to increase or decrease revenues anticipated to be available in the SMPO Special Revenue Fund must be adopted by Village Council in accordance with G.S. 159-15.

SECTION 9. The SMPO Governing Board or its designee is hereby authorized to execute the necessary agreements to complete the work of the SMPO within the SMPO Special Revenue Fund budget in accordance with the LPA Agreement, grant agreements, and applicable Village policies.

SECTION 10. Copies of this grant project ordinance shall be furnished to the Village Clerk, Village Manager, and Financial Services Director for direction in carrying out this project.

THIS ORDINANCE passed and adopted this 13th day of February, 2024.

10. Consider Resolution 24-07 Amending the Fees and Charges Schedule for FY 2025.

Ms. Dana Van Nostrand, Financial Services Director, reviewed the recommended changes to the Fees and Charges Schedule for FY25.

RESOLUTION #24-07:

A RESOLUTION AMENDING THE VILLAGE OF PINEHURST FEES AND CHARGES SCHEDULE

THAT WHEREAS, the Village Council of the Village of Pinehurst adopted a Pinehurst Fees and Charges Schedule on the 9th day of March, 2004; and

WHEREAS, it is the policy of the Village of Pinehurst to review and amend the Fees and Charges Schedule on an annual basis, or as deemed necessary; and

WHEREAS, the Village Council, after considering all the facts and circumstances surrounding the proposed amendments to the Pinehurst Fees and Charges Schedule, have determined that it is in the best interest of the Village of Pinehurst to make the amendments as requested.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in the regular meeting assembled on the 13th day of February, 2024, as follows:

SECTION 1. That the attached "Village of Pinehurst Fees and Charges Schedule," is hereby adopted effective July 1, 2024, said schedule attached hereto as (Exhibit A) is made a part hereof, the same as if included verbatim.

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

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

THIS RESOLUTION passed and adopted this 13th day of February, 2024.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously approved Resolution 24-07 Amending the Fees and Charges Schedule for FY 2025 by a vote of 5-0.

11. Quarterly Financial Statements as of December 31, 2023.

Ms. Dana Van Norstrand, Financial Services Director, reviewed and discussed the quarterly financial

statements as of December 31, 2023 with Council.

12. Discuss Referral of Trotter Hills Residential Development Conditional Zoning Request Back to Planning & Zoning Board.

Mr. Alex Cameron, Planning & Inspections Director, provided background information on the Trotter Hills Residential Development Conditional Zoning request and the Planning & Zoning Boards November 2023 decision to Council, and his recommendation that Council consider referring the request back to the Planning & Zoning Board for a more collaborative revision of the request so a revised request may be re-presented to Council.

Upon a motion by Councilmember Morgan, seconded by Councilmember Farrell, Council unanimously approved to refer the Trotter Hills Residential Development Conditional Zoning request back to the Planning & Zoning Board for collaborative work on project design and conditions, and reconsideration of the resulting updated request by a vote of 5-0.

13. Other Business.

Mayor Pizzella asked for information on the type of composite being used for the Maple / Dundee Road walkway upgrade (which is Chapel Hill grit).

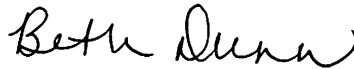
14. Comments from Attendees.

John Webster, 140 McKenzie Rd. W, asked the Council to consider alternatives to the proposed new Library and to question whether the community needs or wants to fund a new Library.

15. Motion to Adjourn.

Upon a motion by Councilmember Farrell, seconded by Mayor Pro Tem Taylor, Council unanimously approved to adjourn the Regular Meeting by a vote of 5-0 at 07:07 p.m.

Respectfully Submitted,



Beth Dunn

HR Generalist and Acting 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