



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

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

Excused absence: Ms. Nancy Roy Fiorillo, Mayor

And approximately 76 attendees, including 7 staff and 1 press.

1. Call to Order.

Mayor Pro Tem John Bouldry, called the meeting to order.

**2. Reports:
Manager**

- The candidates for Planning Director didn't work out and the position has been reposted.
- There are two NCDOT projects for NC 5. The first project is primarily in the Aberdeen area and design work is underway and they have scheduled a meeting, in a couple weeks, with local leaders to discuss. The second project for NC 5 is the section that runs thru Pinehurst, this project is a few years out. However, NC DOT has hired an Engineering firm to complete a feasibility study. They to meet with local officials on February 20th to start discussions.
- Announced that the Public Hearing for R&M Real Estate, at the request of the applicant, has been postponed and will not be heard at his meeting, as no one is present to answer questions.

Council

- Mayor Pro Tem Bouldry announced that the agenda item regarding the US Amateur Sponsorship has been postponed and will be rescheduled for a later meeting date.
- Councilmember Farrell stated on March 7th there will be a public meeting at the Aberdeen Recreation Center on the NC 5 project, for the Aberdeen portion of the highway. The public will be able to view maps of the proposed changes to the highway.

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.
 - January 22, 2019 Regular Meeting
 - January 22, 2019 Work Session
 - January 22, Closed Session
- Budget Amendments Report.

End of Consent Agenda.

Upon a motion by Councilmember Drum, seconded by Councilmember Davis, Council unanimously approved the Consent agenda by a vote of 4-0.

4. Presentation by The League of Women's Voters

Marcey Katzman with the League of Women's Voters gave a presentation on The Equal Right Amendment. Ms. Katzman explained the amendment only needs one more state's approval to pass its mandated 38 states. She shared a petition and local legislature information for citizens. As proposed, it says: "Equality of rights under the law shall not be denied or abridged by the United States or by any state on account of sex."

Councilmember Farrell stated he believes this is an important issue and would urge citizens to contact their local State Representatives and move individually on this issue. Mayor Pro Tem Bouldry agreed and stated that being a non-partisan Council their main focus is on high level local issues for the Village of Pinehurst and this is a State issue, however, our job is to encourage residents to reach out to State Representatives. Councilmember Davis disagreed and stated that all politics are local and made a motion for the Village Council to endorse the request of the League of Women's Voters to support the amendment and also ask for the citizens to respond as well.

Mariann Benway, citizen, spoke against the ERA and stated that women are continually used as props to push an agenda and anything duplicative of what we already legally have in place almost always has an ulterior motive. Ms. Benway also stated that the only reason to pick the ERA off the dusty floor of history is because of a fierce desire to protect abortion at all costs. Julia Latham, League Member, she recited a legal case in Pennsylvania concerning abortions and stated that the arguments about abortion because of the presence of an ERA are a red herring.

Mayor Pro Tem Bouldry stated that Councilmember Davis made a motion and asked if there was a second, hearing none the motion was not passed.

5. Presentation on the Moore County Local Selective Service System Recruitment Board

Lt. Col. Chris Castro of the NC National Guard gave a brief presentation regarding Moore County's Local Selective Service System Recruitment Board and the need to recruit civilian members for the board. Currently the Moore County Board has 3 vacancies and he is requesting help recruiting new members. The role of the Local Selective Service System Recruitment Board is to be prepared to assist if the need arises to implement the military selective service draft due to a grave threat to national security. Acceptance to the Board is considered a Presidential appointment. Councilmember Farrell asked if it was still required to register for the draft. Lt. Castro responded that it was still required and the NCDMV helps with that process. Councilmember Davis asked what would happen if a draft was enacted. Lt. Castro explained the board is responsible for deciding who would be postponed, deferred or granted an exemption from service. The Council came to a consensus that the Village would help spread the word about the need for new board members in Moore County.

6. Discuss and Consider Resolution 19-03 to Appoint Charles Russell to the Board of Adjustment and Planning and Zoning Board.

Leo Santowasso, Planning and Zoning Chair, introduced Mr. Charles Russell to Council. Mr. Russell was one of 4 applicants that submitted an application and was interviewed. Mr. Russell gave a brief overview of his background and stated that the majority of his degree was obtained at the University of Cincinnati School of Urban Planning and Design. He was a facility needs expert and completed studies for the Department of Interior. Mr. Santowasso stated there will be another vacancy open in June and the 3 remaining candidates are still under consideration for that opening.

Upon a motion by Councilmember Drum, seconded by Councilmember Farrell, Council unanimously approved Resolution 19-03 appointing Charles Russell to the Board of Adjustment and Planning and Zoning Board by a vote of 4-0.

7. Discuss and Consider a Request from Habitat for Humanity to Waive Permit and Inspection Fees.

Natalie Hawkins, Assistant Village Manager, introduced Amy Fraley the executive director for Habitat for Humanity of the NC Sandhills. Ms. Hawkins explained that Habitat for Humanity has requested the Village waive permit and inspection fees for their home repair program to help make repairs more affordable for homeowners. The permits obtained by Habitat for Humanity are for minor repairs such as ramps, roof repairs, porches, steps, siding/window replacements, and yard improvements. Jeff Sanborn, Village Manager, stated that this request is specific to only Habitat for Humanity and any other organization would have to be approved by Council, should a similar request come in.

Upon a motion by Councilmember Drum, seconded by Councilmember Davis, Council unanimously approved the request to waive permit and inspection fees associated with Habitat for Humanity of the NC Sandhills repair program by a vote of 4-0.

8. Request for Sponsorship - US Amateur Parking Arrangements

Mayor Pro Tem Bouldry announced that at the request of the applicant this item has postponed until a further meeting.

9. Discuss and Consider the Recommendation from the Library Working Group.

Audrey Moriarty, Executive Director of the Givens Library and Tufts Archives explained last winter they started reviewing the services of the library. Councilmember Davis explained that the Library Working Group was formed to evaluate the current services and future of the library. Ms. Moriarty stated that the currently the library has 17,000 books, which is the same amount of books when the library was started, due to space limitations. The book to population ratio was 10:1 when the library first began and now that ratio is 1:1. Councilmember Davis explained the options that the Library Working Group considered over the course of their work. The recommended approach by the Library Working Group is to embark on a formal needs assessment. The assessment would cost approximately \$25,000 and 4 months to complete. Mayor Pro Tem Bouldry stated from his time on the Library Working Group every conversation with outside parties started with the library needing a formal needs assessment from a third party. Councilmember Farrell stated that we are going down a path to take on one the largest capital project the Village of Pinehurst has ever taken on and we have to be careful and make sure there is buy in. He also stated that the form of request for work should be very clear and we should look for all options and restrain ourselves to cost because it needs to be done right, as this is a very serious road we are going down. Councilmember Drum stated the consultant should be working for the community and doing what's best for the public.

Upon a motion by Councilmember Farrell, seconded by Councilmember Bouldry, Council unanimously authorized staff to develop and advertise a Request for Proposal to solicit bidders for a library needs assessment by a vote of 4-0.

Andrew Ren, Pinehurst Resident, asked if this means that there is no way that the current library will expand and continue to be restricted by what someone in Atlanta tells us. Councilmember Farrell stated that no option is off the table.

John Root, Pinehurst Resident, stated he was confused as to who would pay for this study and direct the work. Councilmember Farrell explained that Council is delegated to authorize a request for proposal to assess the needs and show various options. Councilmember Drum stated that the consultants, completing the needs assessment, will work for the public and Village of Pinehurst.

10. Motion to Recess Regular Meeting and Enter Into a Public Hearing.

Upon a motion by Councilmember Davis, seconded by Councilmember Farrell, Council unanimously approved to recess the regular meeting and enter into a public hearing by a vote of 4-0.

11. Public Hearing No. 1

Jeff Sanborn, Village Manager, stated that at the request of the applicant, today's public hearing will be continued until the February 26th Regular Meeting of the Village Council at 4:30pm in Assembly Hall.

12. Motion to Adjourn Public Hearing and Re-Enter Regular Meeting.

Upon a motion by Councilmember Farrell, seconded by Councilmember Drum, Council unanimously approved to adjourn the public hearing and re-enter the regular meeting by a vote of 4-0.

13. Q2 Update on the Status of the FY 2019 Strategic Operating Plan Implementation.

Lauren Craig, Performance Management Director, reviewed the proposed FY 2020 Balanced Scorecard and Areas of Focus, which Council amended at the Planning Retreat. Ms. Craig explained Council's approval is needed to ensure that Senior Leaders develop the FY 2020 Strategic Operating Plan accordingly and submit budget requests that address the priorities for improvement that Council and Senior Leaders identified at the Retreat. Staff is proposing to remove the Initiative Action Plan (IAP) for the EMS facility, at the request of the County to reviewing funding options, but will remain as a future project for FY 20. The streetscape and street lighting IAP's will be removed but will remain on the opportunity for improvement (OFI) list for future projects.

Ms. Craig also gave a status update of some of the current year projects underway, including the implementation of the Planning and Inspection software. Councilmember Jack Farrell asked if the staff was pleased with the software for Planning and Inspections so far. Natalie Hawkins, Assistant Village Manager, stated staff is very pleased with the software. Ms. Craig stated that the metric for the number of permits processed would be improved by the software, as permits can be submitted & approved electronically. Ms. Hawkins stated that was correct homeowners and developers would be able to submit plans online for their plan reviews.

14. Presentation of Quarterly Financial Statements for the Quarter Ended December 31, 2018.

Brooke Hunter, Financial Services Director, stated that the Village remains in a very good financial position through the first half of the fiscal year. The fund balance is currently at 4.5 million in income for the first six months of the year, which is higher than the

prior year. The fund balance is currently at 81% of the budgeted expenditures, which is also greater than the previous year. The Village issued 57 single-family residential building permits valued at 16,599,000 during the first two quarters. Councilmember Davis asked about the Community Center Capital and where to find those expenditures. Brooke explained to Council where to locate the expenditures in the quarterly reports.

15. Discuss and Consider Traffic Preemption Agreement and Budget Amendment.

Carlton Cole, Fire Chief, explained the traffic pre-emption devices allow the traffic signals to change as the Fire Trucks are approaching so the fire trucks and other vehicles may move thru safely. He explained that the process has been ongoing for years to install all of the signals. NCDOT informed the Village that while the installers were in the area installing the current budgeted devices that they could go ahead install the 7 remaining devices now. Jeff Sanborn, Village Manager, explained to Council that the funds that will be used to install the devices now are from projects that are to be deferred to another year and that these remaining 7 devices were to be budgeted in future years funding, so they are essentially swapping places.

Upon a motion by Councilmember Davis, seconded by Councilmember Drum, Council authorized the Mayor, or her designee, to execute the Supplemental Agreement with NCDOT to install the 7 remaining traffic pre-emption devices AND approved Ordinance 19-04 amending the ordinance appropriating funds for operations for fiscal year 2019, to install traffic signal pre-emption devices by a vote of 4-0.

16. Consider Recommended Changes to Fees and Charges Schedule.

Natalie Hawkins, Assistant Village Manager, explained that after conducting a comprehensive cost analysis, Village staff recommend significant changes to the Village's Planning, Inspections, and Engineering Fees as part of this year's fees and charges review. The Village has not modified Planning and Inspection Fees for the majority of permits since 2004. Ms. Hawkins explained that per the Council's Fees and Charges Policy, "Fees charged by the Village of Pinehurst will be established at a rate that is intended to cover the costs of providing the services for those services that can be directly identified and the costs that are directly related to the level of service." It further indicates, "The full cost of providing a service should be calculated in order to provide a basis for setting the fee or charge. Full cost incorporates both direct and indirect costs. Indirect costs could include administrative services, debt service, etc." To develop the recommended Planning and Inspection Fees, staff conducted a comprehensive cost analysis to determine the total estimated cost per permit, including direct and indirect costs.

Councilmember Farrell asked if staff has talked with the Historic Preservation Commission regarding their opinion on charging for certificates of appropriateness. Ms. Hawkins stated that Molly Gwinn, Chair of HPC, didn't want to charge for certificates. The direct cost to the Village to issue certificates for a major certificate is \$1,000 and for minor is \$500. The proposed charges are \$500 for a major certificate and \$100 for a minor certificate. Ms. Hawkins stated Should Council approve all the recommended changes to the Planning and Inspection Fees, the estimated positive annual financial impact to the Village is approximately \$95,000. The total estimated planning and inspection fees generated under the proposed fee schedule would be approximately \$605,000. With the total costs of development services exceeding \$1 million, the proposed fees will result in a 60% cost recovery rate.

Councilmember Davis asked if this need to be approved now or if it could wait. Brooke Hunter, Financial Services Director, stated that the Recreation Department will need their items approved at the next Council meeting on Feb. 26th so those rates can be published in the activity guides for the next fiscal year. Ms. Hunter reviewed the proposed changes to the Parks and Recreation fee schedule, which are small changes made to simplify fees associated with Fair Barn event cancellations and deposits. Council agreed to discuss and consider the changes again at the February 26th Regular Council Meeting, after they review the proposed changes in more detail.

17. Update on the Status of the Comprehensive Long Range Plan.

Natalie Hawkins, Assistant Village Manager, explained that in response to a recent request from a resident to hold additional public input sessions on the growth choice areas presented to the Village Council in December and again to the Think Tank in January, staff have investigated the possibility of obtaining additional public input beyond what is included in our contract with Town Planning & Urban Design Collaborative. Ms. Hawkins stated that after lengthy discussions with our consultants and based on their availability to hold additional input sessions, it would likely delay the timeline approximately 2 months and add an additional \$18,000 to the overall cost of the plan if we modify the process to obtain additional public input at this point. This additional time would likely jeopardize the Village's ability to have a plan adopted before going into next year's strategic planning process. If the final plan is not delivered until late October, it is unlikely that plan adoption will occur before the Council's early December strategic planning retreat.

After considering the alternatives, staff's recommendation is to proceed according to the current schedule and ensure adequate time for public review of the draft plan this summer. The process outlined in our contract is one that allows the public to comment on the growth choice areas (and other components of the long range plan) once the full scenario planning has been completed and the implications of growth in those areas can be fully articulated in the plan document. To ensure public awareness and obtain public feedback on the draft plan, Village staff and our consultants will organize a Community Open House presentation and we will solicit public input electronically on www.envisionthevillage.com. Village staff will utilize our community engagement plan to reach out to

key stakeholder groups and ensure broad public awareness of the draft plan. Other public meetings and additional open house events could also be held in the summer subsequent to the Community Open House if we believe additional public input is needed. Our consultants will consider public input obtained this summer on the draft plan to determine if modifications are needed before the Final Plan is delivered in early fall to the Planning and Zoning Board and Village Council for review and approval.

Councilmember Farrell stated he reviewed two plans created by our current consultants and one of the drafts was approved 1 year and 9 months after the draft was proposed, as they had 200 changes that were initiated. He feels we should take all the time we need to approve the plan after the draft is submitted. Councilmember Davis stated the extra \$18,000 wasn't an issue for her but the concern was what those meetings would achieve, as there is no context. Councilmember Drum stated people can still give input now online, before the draft comes out.

Jane Hogeman, Pinehurst resident, stated that the consultants put together this timeline for their efficiency. There is a report that was released to Council and the Think Tank members in January on the 7 focus areas, and feels the public should be made aware of these and have public input. She feels that when the draft comes out the residents would be upset when they see the results, if the Village doesn't have more public input.

Councilmember Drum stated that the Village Council are the ones that established the timeline, not the consultants. He also explained that The Think Tank was formed by the Council and was formed to bring up and discuss hot topic issues, which he feels they have done.

Bill Comer, Pinehurst resident, stated that the goal is to create the best comprehensive plan and figure out the best way to do that. He believes to community involvement is key. He stated that they were told the 7 growth areas, which the consultants presented to the Think Tank, were the heart of the plan and he feels it is appropriate for the public to comment on those areas.

Ms. Hawkins stated she would talk with the Consultants and see what they recommend for getting the word out about the items discussed at tonight's meeting. She mentioned that the Consultants are currently in the process of running the scenario planning models, which include all the public feedback received from Envisioning Sessions, Planapalooza, Envision the Village website, and all the stakeholder meetings.

Council agreed that they believe that there is some value in additional public input and would like to move forward with the current schedule, however if it takes more time they are willing to provide that. Council asked Natalie to contact the consultants about the process of the draft plan and public input and they will discuss the issue further at the next meeting on February 26th.

18. Other Business.

No other business was discussed.

19. Comments from Attendees.

- Leo Santowasso, planning on Zoning Chair, explained the public hearing was closed instead continued. He suggested that Council reopen the meeting and continue the hearing until the February 26th meeting, just to make sure the proper procedure was followed.

Public Hearing

Councilmember Judy Davis made the motion to open the public hearing, seconded by Councilmember Drum, Council unanimously opened the Public Hearing by a vote of 4-0.

Councilmember Farrell announced that for this public hearing the applicant has requested their item be delayed until the next meeting. Therefore, the public hearing will be reschedule for the next Regular Council meeting on February 26th at 4:30 pm in Assembly Hall.

Upon a motion by Councilmember Farrell, seconded by Councilmember Davis, Council unanimously approved to recess the public hearing by a vote of 4-0.

20. Motion to Adjourn.

Upon a motion by Councilmember Davis, seconded by Councilmember Drum, Council unanimously approved to adjourn the Regular Meeting by a vote of 4-0 at 8:30 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