



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF FEBRUARY 11, 2020
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 11, 2020 in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

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 16 attendees, including 6 staff and 1 press.

1. Call to Order.

Mayor Strickland, called the Village Council meeting to order.

2. Reports:

Village Manager

- Early voting will begin February 13th and run until February 29th at the Fire Station. The hours are Monday - Friday 8:00 a.m. to 7:30 p.m., Saturdays from 8:00 a.m. to 3:00 p.m. and, Sunday, February 23rd, from 2:00 p.m. to 5:00 p.m. Early voting information can be found on the Moore County Board of Elections website.
- Library surveys are open and we have received 220 completed surveys to date. On February 18th from 6:00 p.m. to 8:00 p.m. and February 19th from 10:00 a.m. to 12:00 p.m. the Village will hold Public Input Workshops in Assembly Hall, as part of the Library Needs Assessment.

Village Council

- Councilmember Boesch reported that she and Councilmember Hogeman attended a Beautification Committee meeting. She also talked with Pinehurst Business Partners and their mission is to create a more vibrant downtown and noted she is excited to work with them.
- Councilmember Hogeman stated the NCDOT is looking at its next list of projects for 2023 to 2023. NCDOT is conducting a survey online about what projects citizens would like to see. The survey will run until February 28th. She noted that one project that is on the current list is improvements on Beulah Hill from Blake Blvd. to Hwy 211. She was told that NCDOT hasn't started to formally design the project yet, but the plan consists of turning lanes and maybe a roundabout. She noted that you could enter comments about current projects, like this one, on the survey that the NCDOT is conducting now or you can call the NCDOT office in Carthage to voice concerns. The NCDOT trying to figure out their growth population projections, as they haven't been updated since 2013.
- Mayor Pro Tem Davis stated the ground breaking ceremony for Pinehurst Elementary School is next Tuesday and is open to

the public.

- Mayor Strickland stated he continues to spend time with other Mayor's in the area and talk about common problems and ideas.

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 Village Council Meeting Minutes.
 - January 28, 2020 Regular Meeting
 - January 28, 2020 Work Session

End of Consent Agenda.

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

4. Q2 Update on the Status of the FY 2020 Strategic Operating Plan Implementation.

Lauren Craig, Organizational Performance Director, explained that as of December 31, 2019, the Village achieved projected performance for 6 of the 8 Inactive Action Plans (IAP). The Police Department Accreditation was delayed by one year in the 1st quarter, due to staff turnover. The Police Department continues to work on accreditation, time sensitive document proofs are now being gathered, electronic policy acknowledgements are being collected, and an annual ethics training was conducted, a requirement of accreditation. The Comprehensive Plan update project was completed when the Village Council adopted the final plan on October 22, 2019. Ms. Craig explained that for the IAP for the Small Area Plan for Village Place/Rattlesnake Trail Corridor, staff has drafted an RFQ for the small area plan and that will be reviewed by the Village Council in the 3rd quarter. The Community Center was 95% complete at the end of the 2nd quarter, however since then the Community Center has been opened. The Planning and Inspections Process Improvements IAP is in progress and on schedule, with no deliverables due until the 3rd quarter. The IAP for Baldrige Framework Systems & Culture the Senior Leadership Team held 2 Meetings in the 2nd quarter; documented approach, deployment, learning, and integration for addressing the Baldrige criteria; and began working on the results category. For IAP for Expanding GIS capabilities the GIS Analyst continues to organize and covert GIS maps. The Workforce Learning and Development IAP in underway and Senior Leaders held a Learning and Development Meeting on December 18th to review the new learning and development process and reviewed data that correlated the effectiveness of the learning and development system with workforce engagement and key business results. A new TOPS training calendar is slightly behind schedule but is scheduled to release in February to employees.

5. Discuss and Consider a Resolution Authorizing the Sale of Surplus Capital Assets.

Brooke Hunter, Financial Services Director, Village Ordinance #17-02 authorizes the Village Manager to sell surplus assets with an estimated market value of less than \$10,000. The two items listed on the attached resolution could potentially bring over \$10,000 at auction.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Drum, Council unanimously approved, Resolution 20-03 authorizing the Village Manager to dispose of certain surplus capital assets for the Village of Pinehurst, by a vote of 5-0.

6. Discuss and Consider Resolution Amending the Village of Pinehurst Fees and Charges Schedule.

Brooke Hunter, Financial Services Director, explained staff conducted a review of the Village's Fees and Charges Schedule and this year's recommendations were discussed during Council's work session on January 28, 2020. Staff has revised a few of the fees at the Fair Barn and Harness Track, based on the feedback received from Council. For the Fire Department staff recommends adding a \$50 fee for the first re-inspection of a location if violations identified in the previous fire inspection are not corrected. The intent of this fee is to reduce the number of re-inspections performed by Fire Department staff and encourage timely corrections to fire code violations. In Planning, staff recommends adjusting the fees for the General Concept Plan and Minor Site Plan permits to reflect revised estimates in the amount of staff time spent on each permit. Also, staff proposes removing the fee for residential right-of-way permits, as the review requires very little staff time, and we want to encourage residents to obtain encroachment agreements.

Ms. Hunter explained the most significant changes to the fee schedule this year relate to the Fair Barn facility. Staff researched similar competing event venues and compared their pricing to ours. Staff found that most venues charge a flat package price for all

facility options. Staff recommends following this trend and offering a package rate, which would be charged in addition to the applicable base fee. The package rate includes all Fair Barn amenities for a flat rate of \$1,500 for residents and \$2,000 for non-residents/commercial. The package rate eliminates the individual pricing for each item. However, renters wishing to use only tables and chairs with their facility rental may still do so on a per table/chair basis, but if any additional amenity is requested the package rate applies to the rental.

Ms. Hunter stated that for Fair Barn non-profit rentals, staff recommends that all organizations who meet the criteria for a non-profit 501(c) 3-7 pay the base fee only and have all other fees waived. This will provide a discount of up to \$2,000 per event, but will allow the Village to recover some cost for hosting the event. At the January 28th work session, Council and staff also discussed eliminating the current sponsorship policy and replacing it with specific language to include organizations who provide a direct benefit to the Village. The following statements have been added to the Fair Barn facility rental section (pg. 9) and the Arboretum and Tufts Park rental section (pg. 18): "Fees will be waived for Village departments, non-profits under contract to provide direct services on behalf of the Village, non-profits who spend a majority (greater than 50%) of their financial expenditures for enhancement to Village-owned facilities, and other governmental agencies that have reciprocal facility use agreements with the Village. Non-profits and other governmental agencies that fit these categories are restricted to no more than three days of free use per calendar year. Ms. Hunter explained a motion will be needed to rescind Resolution #15-38, which established the existing sponsorship policy should Council want to proceed with the changes recommended. Council discussed the proposed changes and rescinding the current sponsorship policy.

For the Harness Track, staff recommended an increase of approximately 5% for seasonal stall rentals and an increase of 3% for most other fees and decreasing the monthly stall rent from \$412 to \$325. Discussions with current and prospective trainers indicated an interest in bringing additional horses to the Harness Track for a portion of the season if the monthly rate was lower. Ms. Hunter noted a couple of other recommendations related to parks and Recreation were converting the Non-Resident Family Membership to a single renewal date of January 1st each year, instead of a rolling 12 month period and renaming the Temporary Use Permits section to Special Events Permits. Also, a description has been added to the Community Center section to define weekday rentals as Monday through Thursday and weekend rentals as Friday through Sunday.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Drum, Council unanimously approved, Resolution 20-04 amending the Village of Pinehurst Fees and Charges Schedule and rescinded Resolution 15-38, a policy regarding standardized processing of requests of Village sponsorships of events, by a vote of 5-0.

7. Other Business.

No other business was discussed.

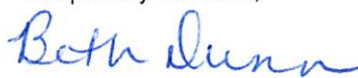
8. Comments from Attendees.

- Rebecca Tudor-Foley, 15 Ritter Road West, stated that trying to get across or out on Hwy. 5 is a challenge. Stated they have contacted NCDOT and were told to take part in the survey the NCDOT is conducting for future projects. She shared a hand out with Council with instruction for completing the survey.

9. Motion to Adjourn.

Upon a motion by Councilmember Drum, seconded by Councilmember Boesch, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 5:50 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