



**VILLAGE COUNCIL  
MINUTES FOR SPECIAL MEETING OF JANUARY 16, 2024  
ASSEMBLY HALL  
395 MAGNOLIA ROAD  
PINEHURST, NORTH CAROLINA  
4:30 PM**

The Pinehurst Village Council held a Special Meeting at 04:30 p.m., Tuesday, January 16, 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. Shannon Konstantinou, Village Clerk  
Mr. Josh Dockery, IT Technician  
Mr. Paul Conners, IT Technician

And approximately 28 attendees, including 7 staff and 0 press.

**1. Call to Order.**

Mayor Pizzella called the Village Council meeting to order.

**2. Pledge of Allegiance by Mr. John Vann**

**3. Oath of Office**

*Mr. Jack Farrell will take his Oath of Office after having been selected by Council to fill the vacant seat left by the election of Councilmember Pizzella to the position of Mayor.*

Councilmember Farrell thanked Council for their confidence in appointing him to the vacant Council seat.

**4. Reports:**

**Village Manager**

- Mr. Jeff Sanborn, Village Manager, had nothing to report.

**Village Council**

- Mayor Pizzella reported on Pinehurst being the most popular retirement town in the country according to Zillow, the March 27, 2024 North Carolina League of Municipalities dinner to be held in Pinehurst, the January 18, 2024 Sandhills Metropolitan Planning Organization (SMPO) meeting,

the January 23, 2024 TriCities Work Group meeting, and the January 22, 2024 Neighborhood Advisory Committee (NAC) meeting.

- Councilmember Morgan thanked Village Staff for their work in preparing the Village for the holidays and reported on the February 2024 meeting of the Central Pines Regional Council (CPRC).
- Councilmember Ficklin reported on her attendance at the January 11 -12, 2024 Essentials of Municipal Government class.
- Mayor Pro Tem Taylor reported on his attendance at the January 11 -12, 2024 Essentials of Municipal Government class.
- Councilmember Farrell had nothing to report.

5. **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

- December 11, 2023 Special Meeting (Pre-Retreat) Minutes
- December 12, 2023 Special Meeting (Organizational) Minutes
- December 12, 2023 Regular Meeting Minutes
- December 12, 2023 Work Session Minutes
- December 15, 2023 Special Meeting (Retreat Day 1) Minutes
- December 18, 2023 Special Meeting (Retreat Day 2) Minutes

**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.

6. **Consider Resolution 24-04 Re-Appointing Mr. Matt Jones to the Planning & Zoning Board and Board of Adjustment.**

Mr. Jeramy Hooper, Planning & Zoning Board Chair, provided a brief background of Mr. Matt Jones' service on the Board and professional experience.

Councilmember Farrell, also, provided a brief background of Mr. Jones' contributions to the Board and spoke in favor of Mr. Jones' re-appointment.

Upon a motion by Councilmember Farrell, seconded by Councilmember Ficklin, Council unanimously approved the re-appointment of Mr. Matt Jones to the Planning & Zoning Board and Board of Adjustment effective February 01, 2024, serving at the pleasure of Council until the end of his term on January 31, 2026 by a vote of 5-0.

**RESOLUTION #24-04:**

**A RESOLUTION REGARDING A RE-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 13<sup>th</sup> 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**, the term of Mr. Matt Jones will expire on January 31<sup>st</sup>, 2024; and

**WHEREAS**, Mr. Jones and the Village Council of Pinehurst are desirous of his continuing to serve as a member of the Planning & Zoning Board and the Board of Adjustment for an additional term; and

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina in a Special Meeting assembled this 16<sup>th</sup> day of January, 2024 as follows:

**SECTION 1.** That the following appointment is hereby made to the Planning & Zoning Board and the Board of Adjustment for the term indicated:

Mr. Matt Jones is re-appointed as a member of the Planning & Zoning Board and the Board of Adjustment effective February 01, 2024, to serve at the pleasure of the Council until the end of his term on January 31, 2026.

**SECTION 2.** That this appointee shall continue serving until a replacement is appointed and qualified.

**THIS RESOLUTION** passed and adopted this 16<sup>th</sup> day of January, 2024.

7. **Consider Resolution 24-05 Appointing Mr. Terry Lurtz as the Neighborhood Advisory Committee Representative for the Linden Road West Area.**

Mr. Sanborn noted Mr. Lurtz's absence but asked Council to proceed with the appointment of Mr. Lurtz to the Neighborhood Advisory Committee (NAC).

Mayor Pizzella and Mayor Pro Tem Taylor both spoke in favor of Mr. Lurtz's appointment to the NAC.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Farrell, Council unanimously approved the appointment of Mr. Terry Lurtz to the Neighborhood Advisory Committee as the Representative for the Linden Road West area effective January 16, 2024 with said term expiring January 31, 2026 by a vote of 5-0.

Note: this motion was amended to reflect the correct term expiration date of June 30, 2026. Please, see amendment below (prior to adjournment).

**RESOLUTION #24-05:**

**A RESOLUTION APPOINTING THE NEIGHBORHOOD ADVISORY COMMITTEE REPRESENTATIVE FOR THE LINDEN ROAD WEST AREA.**

**WHEREAS**, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

**WHEREAS**, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11<sup>th</sup> day of April 2023; and

**WHEREAS**, Mr. Patrick Corso resigned as the Linden Road West representative in November of 2023, and there is a need to fill this vacancy on the Neighborhood Advisory Committee to represent the Linden Road West designated area; and

**WHEREAS**, Mr. Terry Lurtz and the Village Council of Pinehurst are desirous of Mr. Lurtz serving as a representative of the Linden Road West area on the Neighborhood Advisory Committee.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina in a Special Meeting assembled this 16<sup>th</sup> day of January 2024 as follows:

**SECTION 1.** That the following appointment is hereby made to the Neighborhood Advisory Committee for the term indicated:

Mr. Terry Lurtz is appointed as a representative of the Linden Road West area on the Neighborhood Advisory Committee, effective January 16, 2024, said term to expire June 30<sup>th</sup>, 2026.

**THIS RESOLUTION** passed and adopted this the 16<sup>th</sup> day of January 2024.

8. **Discussion of Road Closure Request from USGA/Golf Channel During the 2024 US Open.**  
Mr. Doug Willardson, Assistant Village Manager, presented the results of a Downtown survey conducted by the Village regarding the request from the USGA / Golf Channel to close certain roads within the Downtown area during the 2024 U.S. Open.

Council and Staff discussed the pros and cons of road closures occurring in the Downtown area.

Upon a motion by Councilmember Morgan, seconded by Councilmember Ficklin, Council unanimously denied the Downtown road closure request from the USGA / Golf Channel for the duration of the 2024 U.S. Open by a vote of 5-0.

9. **Consider Ordinance 24-02 GASB 96 Budget Amendment.**  
Ms. Dana Van Nostrand, Finance Director, presented background information on the requested budget amendment.

Council and Staff discussed the amount of funding required being beyond the threshold for approval by the Village Manager and the structure of the budget reporting required by GASB 96.

Upon a motion by Councilmember Ficklin, seconded by Councilmember Morgan, Council unanimously approved Ordinance 24-02 GASB 96 Budget Amendment, an ordinance amending Ordinance 23-14 appropriating funds for operations of the Village of Pinehurst for Fiscal Year 2024 by a vote of 5-0.

**ORDINANCE #24-02: AN ORDINANCE AMENDING ORDINANCE #23-14 APPROPRIATING FUNDS FOR OPERATIONS OF THE VILLAGE OF PINEHURST FOR FISCAL YEAR 2024, REGARDING REVENUES AND EXPENDITURES OF THE GENERAL FUND FOR THE VILLAGE OF PINEHURST, NORTH CAROLINA (SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS REPORTING REQUIREMENTS UNDER GASB STATEMENT NO. 96)**

**THAT WHEREAS**, the Governmental Accounting Standards Board (GASB) released Statement No. 96 entitled *Subscription-Based Information Technology Arrangements* which was adopted in the fiscal year beginning July 1, 2022 (FY 2023); and

**WHEREAS**, Ordinance 23-17, adopted on July 11, 2023, amended the FY 2024 General Fund budget appropriations based on the subscription-based information technology arrangements (SBITAs) known at the time; and

**WHEREAS**, an amendment is needed to appropriate funds in the General Fund for additional SBITAs

that were not included in Ordinance 23-17;

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina, in the Special Meeting assembled this 16th day of January, 2024, as follows:

**SECTION 1.** To amend the FY 2024 General Fund budget revenues and expenditures, the revenue and expenditure accounts are to be changed as follows:

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
10-00-220-7900	Capital Outlay: Subscription Asset – Administration	\$ 40,370	
10-30-510-7900	Capital Outlay: Subscription Asset – Solid Waste	13,340	
10-10-310-7900	Capital Outlay: Subscription Asset – Police		\$ 170
10-00-190-3903	Other Financing Source: Subscription Liabilities Issued		200,050
10-60-910-8084	Principal - Subscription Asset	148,570	
10-60-910-8085	Interest - Subscription Asset	290	
10-30-510-5911	IT Charges – Solid Waste		2,350
10-00-980-3560	Charges to Other Departments – IT	2,350	
10-00-980-5901	R&M: Furniture & Equipment – IT		2,350
<b>TOTAL</b>		<b>\$ 204,920</b>	<b>\$ 204,920</b>

**SECTION 2.** Copies of this budget amendment shall be furnished to the Village Clerk, Village Manager, and Financial Services Director for their direction and implementation.

**THIS ORDINANCE** passed and adopted this 16th day of January, 2024.

**10. Review and Approve the FY 2025 Balanced Scorecard, including the FY 2025 Areas of Focus and the FY2025-2029 Initiative Action Plans.**

Mr. Matthew McKirahan, Organizational Performance Director, presented documents related to the FY 2025 Balanced Scorecard, FY 2025 Areas of Focus, and FY 2025-2029 Initiative Action Plans.

Council and Staff deliberated on the use of the term “goals” versus “projections” and agreed to replace “projections” with “goals”, reviewed the three strategic objectives proposed as the FY 2025 Areas of Focus, deliberated on whether to focus on items where the Village is succeeding versus items where the Village needs improvement and agreed to include the full list of short-term / long-term trend analysis in future reports or documents, deliberated on the chosen areas of focus and discussed how those chosen areas impact development of strategic operating plans for the Village, deliberated on the connection between the FY 2025 Strategic Operating Plan and development of the Village’s FY 2025 Budget, and agreed to amend an IAP aligned with the Safeguard the Community goal to read “Design, build, staff, and equip a third fire department facility”.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved as amended the FY 2025 Balanced Scorecard, including the FY 2025 Areas of Focus and the FY 2025-2029 Initiative Action Plans by a vote of 5-0. Amendments: Replacement of the term “projections” with “goals” in the FY 2025 Balanced Scorecard and an IAP aligned with the Safeguard the Community goal to read “Design, build, staff, and equip a third fire department facility”.

**11. Public Comments.**

Ms. Carla St. Germain, 5 Oak Court, asked Council to consider preparations for the upcoming U.S. Open and the impact of the U.S. Open on the residents and businesses of the Village.

**12. Discussion of Library Construction Project Potential Timeline.**

Mr. Doug Willardson, Assistant Village Manager, reviewed information related to the potential construction timeline for the proposed new Library.

Council and Staff discussed an approximate length of active construction being 12 months with an opening date in 2025, determining parameters / targets (size, cost, etc.) for the architects to follow during development of the proposed new Library design, and the estimated per square foot cost for construction.

**13. Motion to Recess the Special Meeting and Enter into the Closed Session**

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved to recess the Special Meeting and enter into the Closed Session by a vote of 5-0 at 06:36 p.m.

**14. Closed Session**

*Council will hold a closed session pursuant to NCGS §143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.*

**15. Motion to Adjourn the Closed Session and Re-Enter the Special Meeting**

Upon a motion by Councilmember Ficklin, seconded by Councilmember Morgan, Council unanimously approved to adjourn the Closed Session and re-enter the Special Meeting by a vote of 5-0 at 07:18 p.m.

Mr. Sanborn asked Council to amend the motion appointing Mr. Terry Lurtz to the NAC to reflect the correct term expiration date of June 30, 2026.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously approved the appointment of Mr. Terry Lurtz to the Neighborhood Advisory Committee as the Representative for the Linden Road West area effective January 16, 2024 with said term expiring June 30, 2026 by a vote of 5-0.

**16. Motion to Adjourn**

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Farrell, Council unanimously approved to adjourn the Special Meeting by a vote of 5-0 at 07:19 p.m.

Respectfully Submitted,



Shannon Konstantinou  
Village Clerk

*A videotape of this meeting is located on the Village website: [www.vopnc.org](http://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*