



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF NOVEMBER 22, 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, November 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 22 attendees, including 6 staff and 1 press.

1. Call to Order.

Mayor Nancy Roy Fiorillo, called the Village Council meeting to order.

2. Invocation and Pledge of Allegiance.

Invocation by Dr. John Jacobs of Village Chapel.

3. Reports:

Village Manager

- Installation of the railroad signal on St. Andrews should begin around December 11th. This crossing is one of the highest traffic crossing in the state without signalization.
- He noted this is the last meeting with the current Council and he would like to thank Mayor Fiorillo, Councilmember Bouldry, and Councilmember Farrell for their outstanding leadership and public service to this community.

Village Council

- Mayor Nancy Fiorillo thanked her fellow colleagues for their service. She stated she is amazed at Councilmember Farrell's knowledge and memory, and Judy's opinion and expertise in her field of study. She also thanked Village Manager, Jeff Sanborn for the great job he does for the Village of Pinehurst.
- Mayor Pro Tem Bouldry stated it had been a privilege and honor to serve the Village of Pinehurst. He thanked the other Councilmembers and stated nothing could have been accomplished without the Village staff. He thanked the Village Boards and Committees for all of their service as well.
- Councilmember Davis stated the Beautification Committee is opening up the Christmas decorating contest to the entire Village. She stated that John Bouldry has been a great Councilmember and Jack Farrell has the most knowledge of the Village and has been a great asset.
- Councilmember Drum thanked the outgoing Village Council. He stated he will always think of Nancy when he sees the Village

Green. He also thanked Mayor Pro Tem Bouldry for his service and Jack Farrell for coming in off the bench to help out.

- Councilmember Farrell thanked the other members of the Council for giving him the opportunity to fill John Cashion's seat and thanked staff for all of their work.

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.

- Resolution 19-23 Reappointing Cyndie Burnett to the Board of Adjustment and Planning and Zoning Board.
- Public Safety Reports for October, 2019.
- Approval of Draft Village Council Meeting Minutes.
 - October 15, 2109 Special Meeting
 - October 15, 2019 Closed Session
 - October 22, 2019 Regular Meeting
 - October 22, 2019 Closed Session
- Budget Amendments Report.

Councilmember Farrell stated he hopes the public is looking at the public safety reports and explained these reports contain information that are worth noting. Jeff Sanborn, Village Manager, explained the Police Department is revamping their monthly report and the new report format should go before the Council in December.

End of Consent Agenda.

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

5. Q1 Update on the Status of the FY 2020 Strategic Operating Plan Implementation.

Lauren Craig, Organizational Performance Director, stated the FY 2020 Strategic Operating Plan includes 8 Initiative Action Plans (IAPs). She explained IAPs are those defined and measurable activities needed to accomplish our strategic objectives that involve a significant amount of financial and/or staff resources or have a significant community impact over the five-year period. She noted that as of September 30, 2019, the 7 IAPs scheduled to begin were all in progress and on schedule. 1 IAP is scheduled to begin in Q2 of FY 2020.

Ms. Craig reviewed the current IAP's for FY 20. She explained the Police Department CALEA team continued working through the self-assessment process by incorporating standards into departmental policies and forms in the first quarter. The Long-Range Comprehensive Plan Update project was in progress and on schedule at the end of the first quarter. The Village received public comments on the draft plan by 8/6/19 and delivered the revised draft plan to Council on 9/8/19. Small Area Plan for the Village Place/Rattlesnake Trail Corridor is scheduled to begin in the 2nd quarter of FY20. Cannon Park Community Center construction is progressing well and is on schedule for completion in the 2nd quarter.

The BIRDIE team recommendation to evaluate a single point of contact for the permitting process was completed in the first quarter by the Planning and Inspections Director and Assistant Village Manager and determined no additional delineation is needed given the small staff size. Senior Leaders held 6 Baldrige Senior Leadership Team Meetings in the first quarter, and documented approach, deployment, learning, and integration for criteria. Ms. Craig explained to expand the GIS capabilities, the IT Department hired a GIS Analyst and are now beginning to organize and convert GIS data. Workforce Learning and Development annual performance goals were approved in Q1 and individual training needs were identified and discussed in annual performance review meetings.

Councilmember Davis asked if the Planning and Inspections goal was obtainable. Darryn Burich, Planning and Inspections Director, stated he believes the goal is obtainable, now that they are fully staffed. He explained there were a couple of permits that skewed the numbers this past quarter, due to not being at full capacity. Councilmember Farrell asked about the single point of contact IAP for the Planning and Inspections Department. Mr. Burich explained that due to the small staff in the Planning and Inspections Department that the IAP was not actionable at this time. Councilmember Farrell asked how many maps would be converted by the new GIS Analyst. Jason Whitaker, Information Technology Director, stated 10 maps would be updated.

6. Presentation of Financial Statements for the Year Ended June 30, 2019.

Brooke Hunter, Financial Services Director, stated that the Village is off to a good start for FY 2020. At the end of the first quarter, revenues exceeded expenditures by a larger margin than anticipated in our forecast. In addition, operating expenditures are below expected levels and these results should position us well to carry out the objectives outlined in the FY 2020 Strategic Operating Plan. Ms. Hunter stated that the Village's General Fund is showing \$7.1 million in income for the first three months of the year compared to \$5.1 million the prior year. The largest component of this increase is the return of \$1 million previously contributed to the Given Memorial Library capital expansion campaign. The Village's General Fund fund balance is currently 68% of budgeted expenditures, which is lower than the 83% level seen the previous year at September 30.

Ms. Hunter explained that the Village's total cash and investment balances increased by \$816,000, or 6%, compared with the previous year. This is due to the return of library funds and also the timing of Community Center construction payments, as over \$1.5 million of the construction contract remains to be paid at the end of the first quarter. She stated that the Village's long-term debt balances also continue to remain relatively low, totaling \$291,000 in installment financing agreements.

Ms. Hunter stated general fund revenues were \$707,000, or 7%, above the quarterly budget projections. Most of this variance was due to the timing of the Village's real and personal property tax collections. The collection rate of 77% through the first quarter was higher than the standard 70% collection rate that we estimated at this point in the year. It is also worth noting that the valuation of real and personal taxable property increased by approximately 7%, which is in accordance with our projection after combining expected regular growth and Moore County property revaluation rates. General fund operating expenditures were \$1,165,000, or 24%, below the quarterly budget overall. This variance is well outside the expected expenditure variance of 5%. Operating expenditures were, however, comparable to the previous year. For capital outlay, approximately 58% of the capital outlay budgeted in the first quarter was expended.

Ms. Hunter explained growth in the Village's property tax base remains steady and the total tax base increased by 7.33% this quarter as a result of growth and Moore County's property revaluation, compared to 1.08% the previous year. So far this year, the Village has issued 39 new residential building permits valued at \$11,107,000. This is \$2,613,000, or 31%, higher than the same period last year. During the quarter, the Fair Barn covered 68% of operating expenditures with operating revenues. This is less than the 85% achieved at this point the previous year and below the balanced scorecard target of 79%. After discounts, Fair Barn revenue remained stable compared to the prior year, however, expenditures increased primarily in Buildings & Grounds maintenance charges due to a couple of larger repairs, due to a storm, occurring early in the fiscal year. The Harness Track covered 11% of its operating expenditures compared to 16% the previous year. Variances of this type are typical due to the timing of stall rental revenues at the start of the training season. By the end of the second quarter, we should have a better idea of where the Harness Track stands for the season.

Ms. Hunter stated at this point in the fiscal year, our financial results are in line with expectations. Revenues are also running ahead of our forecast. However, with only one quarter completed, she is cautious to predict how the year will end. There are still many variables at play and most of the variances in revenues, expenditures, and capital outlay will be resolved as the fiscal year progresses. Mayor Nancy Fiorillo stated how great it was that we only have \$291,000 in debt, and there can't be many municipalities that can say that. Councilmember Farrell asked if we could prepay the current debt to avoid interest. Ms. Hunter stated this is something they have discussed before and they can certainly look at again.

7. Other Business.

No other business was discussed.

8. Comments from Attendees.

- John Hoffman, Everett Road, stated the Community Presbyterian Church improvement project has been shady from the start and the PDO should have prevented the renovations. He read a portion of the Pinehurst Development Ordinance regarding conditional zoning, which he feels is not being met or enforced. If the applicant should fail to accept any condition the permit should be null and void.
- Bill Comer, Pinehurst Resident, stated that even though he and the Council might not have always agreed doesn't mean he hasn't recognized all the hard work, commitment, and dedication by the Council. He thanked the outgoing members of the Village Council and wished them the best.

9. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Bouldry, seconded by Councilmember Farrell, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 5:30 pm.

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