



**VILLAGE COUNCIL  
AGENDA FOR REGULAR MEETING OF OCTOBER 22, 2019  
ASSEMBLY HALL  
395 MAGNOLIA RD.  
PINEHURST, NORTH CAROLINA  
4:30 PM**

1. Call to Order.
2. Invocation and Pledge of Allegiance. (Reverend David Beam of Pinehurst United Methodist Church)
3. Reports:

Manager

Council

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. Public Safety Reports for September, 2019.
- B. Approval of Draft Village Council Meeting Minutes.

End of Consent Agenda.

5. Discuss Adoption of the 2019 Comprehensive Plan.
6. Request for Waiver of Fees at Fair Barn.
7. Request for Sponsorship/Use of Stage.
8. Motion to Recess Regular Meeting and Enter Public Hearing.
9. Public Hearing No. 1

The purpose of this public hearing is for Village Council to consider a resolution, pursuant to NCGS 160A-271, authorizing the exchange of real property belonging to the Village of Pinehurst for other real property, realizing a full and fair consideration in exchange for the Village's property. The properties to be exchanged are as follows:

- Property owned by the Village of Pinehurst identified as Parcel ID #00019462, valued at \$11,630.
- Property owned by DHG Management, LLC identified as Parcel ID #00028431, valued at \$11,250.

10. Motion to Adjourn Public Hearing and Re-Enter Regular Meeting.
11. Discuss and Consider Resolution 19-22 to Exchange Real Property.
12. Presentation of Financial Statements for the Year Ended June 30, 2019.

13. Discuss and Consider Amending the Municipal Code for Yard Debris Collection.
14. Receive the Risk Management Committee's Annual Report and to Consider the Recommendations for the Employee Health Benefit Plans.
15. Other Business.
16. Comments from Attendees.
17. Motion to Adjourn the Regular Meeting and Enter Closed Session.
18. Closed Session.  
Pursuant to NCGS §143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness and conditions of appointment of an individual public employee. Specifically, the Council will discuss Village Manager Jeff Sanborn's performance review.
19. Motion to Adjourn the Closed Session and Re-Enter the Regular Meeting.
20. Motion to Adjourn.

*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.*



**COUNCIL  
ADDITIONAL AGENDA DETAILS:**

**ATTACHMENTS:**

Description

- ▣ 2019 Key Partners and Collaborators



Council Member to Report	Partners & Collaborators
Nancy Fiorillo	Neighborhood Advisory Committee
	Moore County Schools
	Pinehurst Resort
John Bouldry	First Health
	NCDOT/MCTC/TARPO
	Triangle J. COG
	Moore County
Judy Davis	Pinehurst Business Partners
	Beautification Committee
	Given Memorial Library Working Group
Kevin Drum	Tri-Cities Work Group (Pinehurst, So. Pines, Aberdeen)
	Partners in Progress
Jack Farrell	Bicycle and Pedestrian Advisory Committee
	Convention and Visitors Bureau



**PUBLIC SAFETY REPORTS FOR SEPTEMBER, 2019.  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Beth Dunn

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

10/14/2019

**MEMO DETAILS:**

Attached are the public safety reports for September, 2019.

**ATTACHMENTS:**

Description

- ☐ Police Department Report (1)
- ☐ Police Department Report (2)
- ☐ Fire Department Report

# Incident Crime Summary Year To Year Comparison

## Pinehurst Police Department

January - September

Offense	2018	2018 Unfounded	2019	2019 Unfounded	% Change
Homicides					
Murder and Non-negligent Manslaughter	0	0	1	0	--
Negligent Manslaughter	0	0	0	0	--
Justifiable Homicide	0	0	0	0	--
Total Homicides	0	0	1	0	--
Kidnapping/Abduction	2	0	1	0	-50.0%
Sex Offenses					
Rape	1	0	1	0	0.0%
Sodomy	0	0	0	0	--
Sexual Assault with an Object	0	0	1	0	--
Fondling	1	0	1	1	0.0%
Total Sex Offenses	2	0	3	1	50.0%
Robbery	0	0	0	0	--
Assaults					
Aggravated Assault	5	0	6	1	20.0%
Simple Assault	16	4	28	1	75.0%
Intimidation	0	0	1	0	--
Total Assaults	21	4	35	2	66.7%
Arson	0	0	0	0	--
Extortion/Blackmail	1	0	1	0	0.0%
Burglary/Breaking and Entering	13	1	18	0	38.5%
Larceny/Theft					
Pocket-Picking	0	0	0	0	--
Purse-Snatching	0	0	0	0	--
Shoplifting	1	0	4	0	300.0%
Theft of Motor Vehicle Parts	1	0	2	0	100.0%
Theft from Motor Vehicle	16	0	22	0	37.5%
Theft from Coin-Operated Machine or Device	0	0	0	0	--
Theft from Building	15	1	18	0	20.0%
All Other Larceny	27	3	36	0	33.3%
Total Larceny/Theft Offenses	60	4	82	0	36.7%
Motor Vehicle Theft	3	0	4	0	33.3%
Counterfeiting/Forgery	2	0	7	0	250.0%

# Incident Crime Summary Year To Year Comparison

## Pinehurst Police Department

January - September

Offense	2018	2018 Unfounded	2019	2019 Unfounded	% Change
<b>Fraud</b>					
False Pretenses/Swindle/Confidence Game	12	4	18	3	50.0%
Credit Card/Automatic Teller Machine Fraud	7	1	6	0	-14.3%
Impersonation	0	0	7	0	--
Welfare Fraud	0	0	0	0	--
Wire Fraud	0	2	0	0	--
Identity Theft	3	0	10	0	233.3%
Hacking/Computer Invasion	0	0	0	0	--
<b>Total Fraud Offenses</b>	<b>22</b>	<b>7</b>	<b>41</b>	<b>3</b>	<b>86.4%</b>
<b>Embezzlement</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>--</b>
<b>Stolen Property</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>-50.0%</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>26</b>	<b>2</b>	<b>13</b>	<b>0</b>	<b>-50.0%</b>
<b>Drug/Narcotic Offenses</b>					
Drug/Narcotic Violations	118	0	151	0	28.0%
Drug Equipment Violations	47	0	92	0	95.7%
<b>Total Drug/Narcotic Offenses</b>	<b>165</b>	<b>0</b>	<b>243</b>	<b>0</b>	<b>47.3%</b>
<b>Sex Offenses, Nonforcible</b>					
Incest	0	0	0	0	--
Statutory Rape	1	0	0	0	-100.0%
<b>Total Sex Offenses, Nonforcible</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.0%</b>
<b>Pornography/Obscene Material</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>100.0%</b>
<b>Gambling</b>					
Betting/Wagering	0	0	0	0	--
Operating/Promoting/Assisting Gambling	0	0	0	0	--
Gambling Equipment Violations	0	0	0	0	--
Sports Tampering	0	0	0	0	--
<b>Total Gambling Offenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>--</b>
<b>Prostitution</b>					
Prostitution	0	0	0	0	--
Assisting or Promoting Prostitution	0	0	0	0	--
Purchasing Prostitution	0	0	0	0	--
<b>Total Prostitution Offenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>--</b>
<b>Bribery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>--</b>
<b>Weapon Law Violations</b>	<b>4</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>275.0%</b>

# Incident Crime Summary Year To Year Comparison

## Pinehurst Police Department

January - September

Offense	2018	2018 Unfounded	2019	2019 Unfounded	% Change
Human Trafficking					
Commercial Sex Acts	0	0	0	0	--
Involuntary Servitude	0	0	0	0	--
Total Human Trafficking Offenses	0	0	0	0	--
Animal Cruelty	0	0	1	0	--
<b>Grand Total</b>	<b>325</b>	<b>19</b>	<b>468</b>	<b>6</b>	<b>44.0%</b>



# Activity Detail Summary (by Category)

Pinehurst Police Department

(09/01/2019 - 09/30/2019)

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## Incident\Investigations

13B - Simple Assault	4
210 - Extortion/Blackmail	1
23C - Shoplifting	1
23F - Theft From Motor Vehicle	1
23G - Theft of Motor Vehicle Parts or Accessories	1
23H - All Other Larceny	6
26A - False Pretenses/Swindle/Confidence Game	2
290 - Destruction/Damage/Vandalism of Property	2
35A - Drug/Narcotic Violations	18
35B - Drug Equipment Violations	9
520 - Weapon Law Violations	1
720 - Animal Cruelty	1
90D - Driving Under the Influence	3
90J - Trespass of Real Property	1
90Z - All Other Offenses	15
Code 1 - Any Death	1
Insurance - No Motor Vehicle Insurance	1
Registration - Vehicle Registration Violations	1
Speeding - Speeding	1

Total Offenses 70

Total Incidents 46

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## Arrests

13B - Simple Assault	4
23C - Shoplifting	1
23H - All Other Larceny	1
26A - False Pretenses/Swindle/Confidence Game	1
26F - Identity Theft	1
290 - Destruction/Damage/Vandalism of Property	1
35A - Drug/Narcotic Violations	19
35B - Drug Equipment Violations	10

# Activity Detail Summary (by Category)

Pinehurst Police Department

(09/01/2019 - 09/30/2019)

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## Arrests

520 - Weapon Law Violations	1
720 - Animal Cruelty	1
90D - Driving Under the Influence	2
90J - Trespass of Real Property	1
90Z - All Other Offenses	9
FTA / FTC - FAIL TO APPEAR / FAIL TO COMPLY	1

Total Charges	53
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Total Arrests	33
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## Accidents

Total Accidents	0
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## Citations

Driving While License Revoked	24
Expired Registration	29
Failure To Reduce Speed	2
Failure To Stop (Stop Sign/Flashing Red Light)	1
Inspection	1
No Insurance	7
No Operator License	17
Other (Infraction)	41
Passenger Seat Belt - Juvenile	3
Speeding (Infraction)	53
Unsafe Movement	9
Secondary Charge	52

Total Charges	239
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Total Citations	187
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## Warning Tickets

# Activity Detail Summary (by Category)

Pinehurst Police Department

(09/01/2019 - 09/30/2019)

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## Warning Tickets

Total Charges 0

Total Warning Tickets 0

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## Ordinance Tickets

Total Ordinance Tickets 0

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## Criminal Papers

Warrant	3
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Total Criminal Papers Served 3

Total Criminal Papers 3

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## Civil Papers

Total Civil Papers Served 0

Total Civil Papers 0

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HISTORY, CHARM, AND SOUTHERN HOSPITALITY

## SUMMARY FOR THE MONTH OF SEPTEMBER 2019

### SUMMARY OF INCIDENT CALLS

TYPE OF INCIDENT	NUMBER THIS MONTH	NUMBER FYTD	NUMBER THIS MONTH LAST YEAR	NUMBER FYTD LAST YEAR	PERCENTAGE YTD
Fire	4	19	7	17	12%
Overpressure Rupture, Explosion, Overheat - no fire	0	1	0	0	100%
Rescue & EMS Incidents	44	126	51	145	-13%
Hazardous Conditions - no fire	14	41	34	55	-25%
Service Call	21	101	30	73	38%
Good Intent Call	28	80	39	93	-14%
False Alarm & False Call	18	93	79	141	-34%
Severe Weather & Natural Disaster	0	7	81	82	-91%
Special Incident Type	0	1	0	0	100%
<b>TOTAL INCIDENTS</b>	<b>129</b>	<b>469</b>	<b>321</b>	<b>606</b>	<b>-23%</b>

### SUMMARY OF INSPECTION

TYPE OF INSPECTIONS	NUMBER THIS MONTH	NUMBER FYTD	NUMBER THIS MONTH LAST YEAR	NUMBER FYTD LAST YEAR	PERCENTAGE YTD
Residential	6	57	8	30	90%
Residential New Systems	0	0	0	0	0%
Residential Fire Sprinkler	0	0	0	7	-700%
Commercial	0	29	11	64	-55%
Plan Review/Site Inspections	0	2	3	5	-60%
Reinspection	26	74	40	78	-5%
Occupancy Certificates	0	0	1	1	-100%
<b>TOTAL INSPECTIONS</b>	<b>32</b>	<b>162</b>	<b>63</b>	<b>185</b>	<b>-12%</b>
Violations Found:	0	61	21	180	-66%
YTD Violations to be Corrected:		61		159	
YTD Violations Corrected:		45		83	
Correction Percentage:		74%		52%	

October 2, 2019

J. Carlton Cole, Fire Chief

#### FIRE DEPARTMENT

395 Magnolia Road • Pinehurst, NC 28374 • Telephone (910) 295-5575 • Fax (910) 295-4861 • [www.vopnc.org](http://www.vopnc.org)



# PINEHURST FIRE DEPARTMENT

## By The Numbers - September 2019



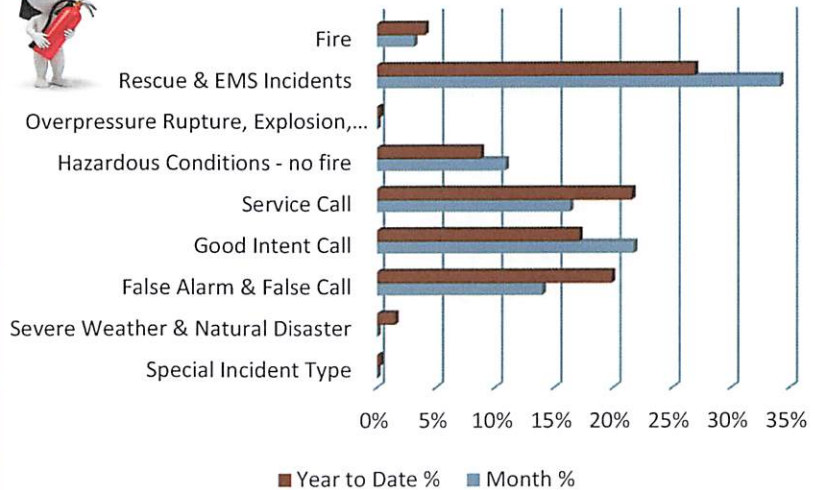
### Month

Calls for Service **129**  
 % Overlapping Incidents **9.30%**  
 Busiest Day of Week **Mon**  
 Busiest Hour of Day **10 AM**  
 # of Times Staff Recalled **0**

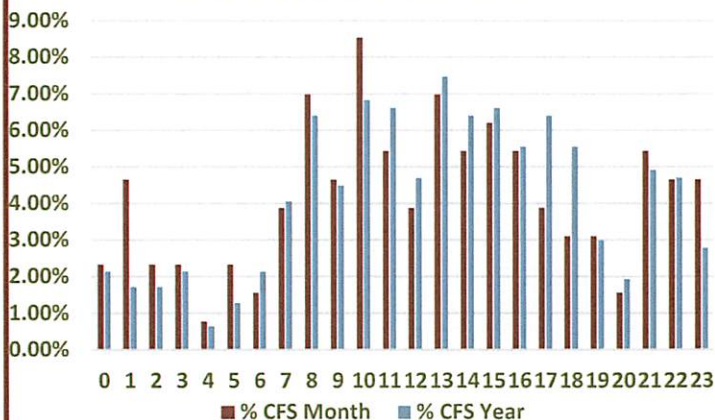
### Year

Calls for Service **469**  
 % Overlapping Incidents **10.06%**  
 Busiest day of Week **Mon**  
 Busiest Hour of Day **1 PM**  
 # of Times Staff Recalled **3**

### % of Calls for Service (CFS)



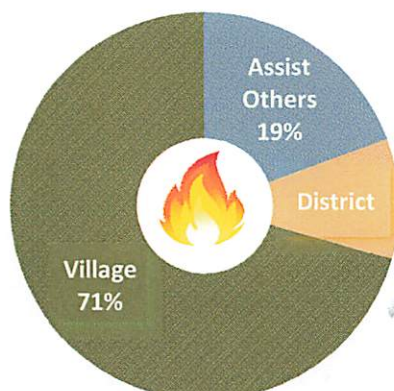
### % CFS BY HOUR OF DAY



### 5 Year Comparison Through this Month of Year



### LOCATION OF CFS FOR FY20



### Inspections Completed this

MONTH **32**  
 YEAR **162**

### Code Violations Found this

MONTH **0**  
 YEAR **61**

### Percentage of Violations

Corrected YTD **74%**



Days Since Last Lost Time Accident in FD **809**

### YTD Training Hours

IN HOUSE **732**  
 OUTSIDE **0**



### Public Awareness Contacts

MONTH **5,925**  
 YTD **20,302**





**APPROVAL OF DRAFT VILLAGE COUNCIL MEETING MINUTES.  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Beth Dunn

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

10/16/2019

**MEMO DETAILS:**

Attached are the draft minutes from the Village Council regular meeting and work session on October 8, 2019 and the special meeting on October 9th.

**ATTACHMENTS:**

Description

- ☐ October 8, 2019 Regular Meeting
- ☐ October 8, 2019 Work Session
- ☐ October 9, 2019 Special Meeting





**VILLAGE COUNCIL  
MINUTES FOR REGULAR MEETING OF OCTOBER 8, 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, October 8, 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 34 attendees, including 6 staff and 1 press.

**1. Call to Order.**

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

**2. Reports:**

**Village Manager**

- Reminded everyone that Council will receive public comments on the Draft Comprehensive Plan tomorrow at 4:30pm in Assembly Hall.

**Village Council**

- Mayor Pro Tem Bouldry stated in the Police Department quarterly report there were 603 traffic citations and 816 charging violations, this shows the due diligence and enforcement of our Police Department. Also, the Police Department disposed of 90lbs of pills and 11lbs of blister packs. He stated what a great job the Police Department is doing on controlling expired and unused medications and safely disposing of them.
- Councilmember Davis thanked those involved with the Pollinator Garden, over 200 butterflies were released and will head to Mexico. She also reminded everyone that the Holly Arts Festival is coming up on October 19<sup>th</sup>.

**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.
  - September 24, 2019 Regular Meeting
  - September 24, 2019 Closed Session

#### **End of Consent Agenda.**

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

#### **4. Discuss and Consider Resolution 19-21 Appointing Phillip Shumaker to the Village of Pinehurst Board of Adjustment and Planning and Zoning Board.**

Leo Santowasso, Planning and Zoning Board Chairman, introduced Phillip Shumaker to Council. Mr. Santowasso stated Mr. Shumaker has a background in economic development and business management and his expertise could be very beneficial to the Village. Mr. Shumaker, stated he is employed by the Economic Development Partnership of North Carolina (EDPNC) which is a non-profit organization.

Upon a motion by Councilmember Davis, seconded by Councilmember Jack Farrell, Council unanimously approved Resolution 19-21 appointing Phillip Shumaker to the Village of Pinehurst Board of Adjustment and Planning and Zoning Board, by a vote of 5-0.

#### **5. Motion to Recess Regular Meeting and Enter into a Public Hearing.**

Upon a motion by Mayor Pro Tem Bouldry, seconded by Councilmember Drum, Council unanimously approved to recess the regular meeting and enter into a public hearing, by a vote of 5-0.

#### **6. Public Hearing No. 1**

Alex Cameron, Senior Planner, explained the Village of Pinehurst is proposing this text amendment to the Pinehurst Development Ordinance (PDO). This amendment would change section 9.7.1.6 Signs Not Requiring a Permit (G) Occupant/Street Number Signs. This amendment would change the text in the PDO to be consistent with language in the Pinehurst Municipal Code and the North Carolina Building Code. A BIRDIE team was assembled to identify ways to improve both the efficiency and effectiveness of the Fire Department's Emergency Response processes. The team indicated that due to the road system in and around the Village, there is even more of a critical need to have a visible posting of addresses, street names and landmark identifications of the emergency location. Mr. Cameron noted that after holding the public hearing on the proposed text amendment, the Planning and Zoning Board voted to unanimously to adopt the attached statement of consistency with the 2010 Comprehensive Long Range Plan and recommend approval of the text amendment.

Jeff Sanborn, Village Manager, explained the BIRDIE team examined the language in the Municipal Code and Pinehurst Development Ordinance and determined it needed to reflect the NC Building Code. Councilmember Farrell asked how the Village was going to enforcement the requirement. Lauren Craig, Organizational Performance Director, noted there will be a public education campaign to let residents know about the requirements.

**No public comments were made.**

#### **7. Public Hearing No. 2**

Alex Cameron, Senior Planner, explained the purpose of the public hearing is to consider an Official Zoning Map Amendment. This map amendment includes three current parcels of land consisting of approximately 6.32 acres further identified as Moore County PID #'s 00025088, 00019165 & 00022886 and would zone the properties HD-CD (Hospital Development District – Conditional District). The property is currently zoned OP (Office Professional Development District). The proposed use of the property is a four-floor outpatient cancer center and four-level parking deck. The property is currently vacant and the applicant and property owner is First Health of the Carolinas Inc. Mr. Cameron noted the applicant did hold a neighborhood meeting, as required prior to submitting their application.

The Planning and Zoning (P&Z) Board considered this conditional rezoning request and conducted a public hearing on September 5, 2019. Mr. Cameron reviewed the original 8 conditions the applicant requested and stated due to concerns from the P&Z Board, about the condition related to not screening the proposed solar panels, the applicant asked to remove that particular condition during the meeting. Additionally, there were several other items of concern that resulted in the applicant agreeing to additional conditions at the September 5<sup>th</sup>, P&Z Board meeting that are being recommended for Village Council to consider. Those additional conditions include:

1. Final architectural design of the parking structure from the front building line of the Outpatient Cancer Center building along the Page Rd. side to the first bay on the north side (approximately 36 feet) be consistent with Special Requirement (SR) 27 of Section 8.6 of the Pinehurst Development Ordinance.
2. A sight distance study be completed for the Aviemore Drive area.
3. A Traffic Impact Analysis be included as part of the initial Site Plan submittal.



4. A Class 1, 10 foot wide planted buffer be added along the rear property line of the Outpatient Cancer Center building.

Mr. Cameron explained that the P&Z Board voted unanimously to recommend approval of the zoning map amendment to Village Council with 7 of the 8 originally requested conditions, by the applicant, along with 4 additional conditions, agreed to by the applicant, at their September 5, 2019 meeting, as well as adopting the Long Range Comprehensive Consistency Statement.

Dr. Dan Jones, Vice President of Oncology at FirstHealth, explained the need for the new Cancer Center and how a consolidated center would be beneficial. Phillip Picerno, LKC Engineering, explained the site is a 6.32 acre site and relatively flat and the proposed rezoning to Hospital District (HD) would be consistent with the 86 acre tract that FirstHealth's campus currently occupies. The storm water discharge will be on the southern portion of the site, where it drains currently, and main access to the site will be on Page Road North. Mr. Picerno reviewed the conditions, requested by the applicant. Travis Fluitt, Traffic Engineer with Kimley-Horn, reviewed the traffic impact analysis and stated all intersections are projected to operate appropriately. Michael Satterfield, Architect, reviewed the renderings of the building with Council. Mickey Foster, FirstHealth CEO, stated that currently FirstHealth is 10 years behind, from a building prospective, in regards to Oncology.

Councilmember Farrell asked what the downstream effect on ancillary roads would be. Mr. Fluitt stated the traffic would be dispersed evenly around the traffic circle. Councilmember Davis asked about the handicap spaces and the amount of impervious surface. Mr. Picerno explained handicap spaces are determined by the number of overall parking spaces and they can certainly add more if the need is there. Mr. Picerno stated that they will stay below the 70% requirement for impervious surface. Mayor Pro Tem Bouldry asked how long to they think construction will take. Dr. Barnes stated that construction will take around 3 years, anticipated ribbon cutting would be October or November 2022. Councilmember Drum stated he would like to see a lot of landscaping, as it adds so much to the campus. Councilmember Farrell asked how the 100 feet maximum building height was calculated. Mr. Cameron explained that building heights are calculated from the foundation to the tallest point of the building, with a few exceptions, with such items as flag poles.

#### **Public Comments:**

- Dr. Carter Gryne, with Pinehurst Dermatology, stated they are in support of the Cancer Center project, however, they are concerned with the construction noise for the next few years, as his practice is adjacent to the FirstHealth property. Also, they already have flooding issues in their parking lot and are concerned this project will make it worse.
  - Mr. Picerno stated they will mitigate all the storm water on site and work with the contractor and Dr. Gryne, to the extent possible, to alleviate some of the concerns with construction noise.

#### **8. Motion to Adjourn Public Hearing and Re-Enter Regular Meeting.**

Upon a motion by Mayor Pro Tem Bouldry, seconded by Councilmember Davis, Council unanimously approved to adjourn the public hearing and re-enter the regular meeting, by a vote of 5-0.

#### **9. Discuss and Consider Ordinance 19-18 to Amend the Pinehurst Municipal Code.**

Upon a motion by Councilmember Drum, seconded by Mayor Pro Tem Bouldry, Council unanimously approved Ordinance 19-18 amending the Village of Pinehurst Municipal Code, specifically Section 95.018 for Street Addresses; Numbering of Buildings, by a vote of 5-0.

#### **10. Discuss and Consider Ordinance 19-19 to Amend the Pinehurst Development Ordinance.**

Upon a motion by Councilmember Drum, seconded by Councilmember Davis, Council unanimously approved Ordinance 19-19 amending the Village of Pinehurst Development Ordinance, specifically section 9.7.1.6 Signs Not Requiring a Permit (G) Occupant/Street Number Signs and that the proposed amendments to the Pinehurst Development Ordinance are consistent with the goals outlined in the 2010 Comprehensive Long Range Plan and are considered reasonable and in the best interest of the public as referenced in the memorandum dated October 1, 2019 from Alex Cameron, Senior Planner, by a vote of 5-0.

#### **11. Discuss and Consider Ordinance 19-20 to Amend the Official Pinehurst Zoning Map.**

Upon a motion by Councilmember Farrell, seconded by Councilmember Davis, Council unanimously approved Ordinance 19-20 amending the official Pinehurst Zoning Map with the following conditions:

1. The maximum building height be allowed to be 100 feet.
2. Parking deck have a maximum of 4 levels.
3. Parking for the Outpatient Cancer Center be provided at .71 spaces per 200 square feet.
4. Minimum lot size be reduced to 6.32 acres.
5. Rear yard setback of fifty (50) feet.
6. Lot width of two-hundred sixty (260) feet.
7. Allow accessory building in front yard.

8. Final architectural design of the parking structure from the front building line of the Outpatient Cancer Center building along the Page Road side to the first bay on the north side (approximately 36 feet) be consistent with Special Requirement (SR) 27 of Section 8.6 of the Pinehurst Development Ordinance.
9. A sight distance study be completed for the Aviemore Drive area.
10. Traffic impact analysis to be submitted with site plan submittal.
11. A Class 1, 10 foot wide planted buffer be added along the rear property line of the Outpatient Cancer Center building.

Also, that the proposed amendments to the Pinehurst Development Ordinance are consistent with the goals outlined in the 2010 Comprehensive Long Range Plan and are considered reasonable and in the best interest of the public as referenced in the memorandum dated October 1, 2019 from Darryn Burich, Planning and Inspections Director, by a vote of 5-0.

## **12. Presentation of the FY2019 State of the Village Report.**

Lauren Craig, Organizational Performance Director, presented Council with the FY2019 State of the Village Report. She explained that overall the Village exceeded the goals set forth by the Village Council for FY19. Ms. Craig stated that in FY19 the Police Department began the accreditation process through the Commission on Accreditation for Law Enforcement Agencies (CALEA). The department has prioritized crime investigations and prevention, clearing 97% of the incidents that occurred in FY 2019. The Fire Department has focused efforts on reaction and response times in FY 2019. The department reported achieving a reaction time of 90 seconds or less 85% of the time and an inter-departmental process improvement team evaluated the emergency response process to determine way to improve response time.

Ms. Craig explained the Planning and Inspections Department issued 122 new single-family residential permits and investigated over 1,000 code violations, 94% which were resolved within 45 days. Of the 7,008 building inspections completed, 100% were completed within one business day in FY 2019. Maintaining high quality streets is a top objective each year in the Village of Pinehurst. In FY 2019, 85% of residents indicated satisfaction with street and right-of-way maintenance. In FY 2019, 3.89 miles of Village roadways were resurfaced or sealed out of the 107 centerline miles of roads. The Village set the national high satisfaction rating in our benchmark group in FY 2019 with 90% of residents satisfied with landscaping in medians and other public areas. Over the last year, the Public Services Department reported 100% of solid waste routes were completed on schedule. With the use of the MY VOP app, staff responded to 0.61 solid waste complaints per 1,000 collection points for the fiscal year and 99% of the complaints were addressed on time, providing outstanding and timely service. The Recreation and Cultural Facilities Initiative Action Plan made significant progress throughout the year, including replacement of playground equipment and surfacing at Rassie Wicker Park and construction of the new Cannon Park Community Center. Ms. Craig explained that the recreation programs saw another very successful year with 92% of residents satisfied with the quality of youth recreation programs and 93% satisfied with the quality of adult recreation programs. Over the last year, the department served 4,343 participants in athletic and recreation programs.

Ms. Craig explained to increase transparency, the Village launched online performance dashboards to show real-time performance data for key performance indicators throughout the year. In addition, new permitting and inspections software launched in FY 2019. This new web-based solution tracks and manages land use and development activities. The Village also continued its journey using the Baldrige Excellence Framework and began efforts to complete an application for the National Malcolm Baldrige Quality Award in FY 2020. This year, the Village continued working on a Workforce Learning and Development initiative, which is to develop workforce skills and abilities through a new Learning and Development System and incorporate this system into the succession planning process. This year, 36% of vacancies were filled with internal candidates, exceeding the goal of 35%. Also, 93% of employees agreed they are offered training to enhance their skills and 98% were satisfied with the internal training program offered to employees. Ms. Craig stated that the Village continues to maintain a healthy financial condition through diligent financial oversight. For the 26<sup>th</sup> consecutive year, the Village received the GFOA Certificate of Achievement for Excellence in Financial Reporting and for the 12<sup>th</sup> consecutive year, the Village received the GFOA Distinguished Budget Award.

Councilmember Farrell asked if paving 3 miles of the 107 miles of Village roads is enough to keep up with the conditions of the roadways. Jeff Sanborn, Village Manager, stated that there is a study completed every 3 years, which provide us with road condition ratings that helps us make sure we are keeping up with the need to resurface streets.

## **13. Other Business.**

No other business was discussed.

**14. Comments from Attendees.**

- John Hoffman, Everett Road, stated the Community Presbyterian Church improvement project has been shady from the start. He read a portion of the Pinehurst Development Ordinance regarding conditional zoning, which he feels is not being met or enforced.
- John Webster asked why the results from the resident survey are not presented with cumulative results. He also asked why the satisfaction ratings are so high but the rating of effectiveness of Senior Leaders is much lower.
  - Lauren Craig, Organizational Performance Director, stated the tabular results, which show all the ratings, are on the Village Website.
  - Jeff Sanborn, Village Manager, explained he was surprised last year when they set the benchmark at 68%, which is the national high benchmark. This rating is about the same for elected bodies and seems to be a sentiment issue that's common among communities across the United States.
- Bob Coates, asked why satisfaction of traffic in the Village wasn't included in the survey.
  - Ms. Craig, stated tonight's report was to report out on how we measured up to our Corporate Scorecard measures. The full residential survey results were presented at the last regular Council meeting, the video of that meeting is online as well as the full survey report. She reviewed the questions on the survey that were related to traffic.

**15. 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 6:30 pm.

Respectfully Submitted,

Beth Dunn,  
Village Clerk

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

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*Values: Service, Initiative, Teamwork, and Improvement*



**VILLAGE COUNCIL  
MINUTES FOR WORK SESSION OF OCTOBER 8, 2019  
ASSEMBLY HALL  
395 MAGNOLIA ROAD  
PINEHURST, NORTH CAROLINA**

**IMMEDIATELY FOLLOWING THE REGULAR MEETING**

The Pinehurst Village Council held a Work Session at 6:38 p.m., Tuesday, October 8, 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 Sanborn, Village Manager  
Ms. Beth Dunn, Village Clerk

And approximately 6 attendees, including 2 staff.

**1. Call to Order.**

Mayor Nancy Roy Fiorillo, called the Council work session to order.

**2. Discuss Public Input on the Adoption Draft of the 2019 Comprehensive Plan Received to Date.**

Natalie Hawkins, Assistant Village Manager, stated this agenda item is to discuss the public input received to date on the Adoption Draft of the 2019 Comprehensive Plan. Ms. Hawkins explained that on September 23, 2019, Village staff hosted the final Think Tank meeting to obtain their input on the Adoption Draft of the Plan. The consensus of the Think Tank was that the Plan adequately reflected the extensive public input received and that the Plan strikes a good balance of identifying how the Village can be preserved while also allowing for some growth to meet the needs of residents. The Think Tank also recommended the Village Council not delay a vote on the Plan if the Council is satisfied with the Plan contents. Ms. Hawkins stated that on September 16, 2019, she and Darryn Burich, Planning and Inspections Director, delivered a presentation providing an overview of the key components of the Plan to the Neighborhood Advisory Committee and no major concerns were expressed. The Planning and Zoning Board held a special meeting, on September 23, 2019, to accept public comments on the Plan and ten attendees provided comments, which are included in the full agenda packet. The Planning and Zoning Board recommended Council adopt the draft Plan.

Ms. Hawkins noted that five residents provided feedback on the Plan on the Envision the Village website and four residents posed questions, all feedback and questions are included in the full agenda packet. She provided an overview of the comments and themes of the feedback received to date and reviewed the analytics of the Envision the Village Website, and noted that the Plan document was downloaded 230 times. She stated that she and Mr. Burich met with the leaders of the Resort and the medical community and presented the Plan, overall both groups were very pleased. Council discussed the illustrations within the Plan and came to a consensus that some of the illustrations should be pulled or modified. Council requested that staff make a recommendation to them on which illustrations to modify or delete. Council discussed clarifying character based or form based zoning in the beginning of the document, as they have received many questions about what this type on zoning means.

Ms. Hawkins explained the Planning and Zoning Board suggested to change conservation neighborhoods open space to a minimum of 40%. Jeff Sanborn, Village Manager stated that future Council would always have the opportunity to deal with unique situations by using conditional district framework, however, if the Comprehensive Plan states a minimum of 60% you can't use the conditional district to go lower without changing the Plan. He noted to maintain flexibility we are better off stating a minimum of 40% and then when it comes to develop the standards we set the bar higher. Council came to a consensus to leave the wording as it stands now, at 40% to 50% required open space.

Councilmember Farrell suggested either using the term “form based” zoning or “character” based zoning, using both terms is confusing. Ms. Hawkins stated staff could add, in the definitions, that the two terms are interchangeable within the document and have the same meaning, Council agreed that would be adequate. Ms. Hawkins reviewed some of the comments received from Council members. One suggestion, submitted by Mayor Pro Tem Bouldry, was to add a call out box in the Plan listing the requirements of a Long Range Comprehensive Plan and also a call out box on what makes an effective Plan. Council discussed and decided to combine the two lists into one call out box and add this into the Plan. Ms. Hawkins reviewed the Scenario Plan for Focus Area 2 and stated staff noticed that the entire area was listed as “suburban center” when in fact part should have be listed as “suburban neighborhood”. She noted that would be corrected. Council agreed to remove strategies 5.1 and 5.2, added by the consultants. Ms. Hawkins stated that residents will have another opportunity to provide input to Village Council tomorrow, October 9, 2019 at 4:30 pm, at Council’s Special Meeting.

**3. Motion to Adjourn.**

Council unanimously approved to adjourn the work session by a vote of 5-0 at 8:45 pm.

Respectfully Submitted,

Beth Dunn,  
Village Clerk

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**VILLAGE COUNCIL  
MINUTES FOR SPECIAL MEETING OF OCTOBER 9, 2019  
ASSEMBLY HALL  
395 MAGNOLIA ROAD  
PINEHURST, NORTH CAROLINA  
4:30PM**

The Pinehurst Village Council held a Special Meeting at 4:30 p.m., Wednesday, October 9, 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 Sanborn, Village Manager  
Ms. Beth Dunn, Village Clerk

And approximately 30 attendees, including 5 staff and 1 press.

**1. Call to Order.**

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

**2. Receive and Discuss Public Input on the Adoption Draft of the 2019 Comprehensive Plan.**

Natalie Hawkins, Assistant Village Manager, stated that last night at the Council work session Council reviewed all of the public input received to date. She reviewed the organization of the Plan and noted that the key theme of the plan is to retain the small-town charm and rural feel of the Village. Darryn Burich, Planning and Inspections Director, reviewed the five focus areas, which are places where we may expect requests for infill or redevelopment in the future. Mr. Burich noted that 68% of participants indicated a desire for walkable mixed use centers for shopping and dining. He reviewed form-based zoning and explained this term is interchangeable with character-based zoning. This type of regulation focuses more on form or design and less on use, which can still be restricted as appropriate. He noted that character-based zoning may not be appropriate for all areas of the Village. Mr. Burich explained conservation neighborhoods and stated these standards preserve open space while allowing connected, walkable neighborhoods with varying densities and housing types that are self-supported with recreation facilities small-scale retail and office uses. The regulations for these types of neighborhoods would include minimum requirements for open space and maximum density allowed. He noted that the 2010 Comprehensive Plan recommended the Village consider "Conservation subdivisions" in the ETJ. Ms. Hawkins reviewed key modifications to the adoption plan that Council agreed on at last night's work session. Those modifications included:

- Focus Area 2 –Change the land to the west of HWY 5 to Suburban Neighborhood.
- Focus Area 4- Change the land use west of the Magnolia Road and McCaskill Road to mixed uses-standalone residential.
- Council asked staff to recommend which illustrations to either remove or provide more context.
- Better define and explain "Character-Based" or "Formed-Based" zoning and pattern books in the Plan.
- Add an appendix to indicate the key assumptions used in the Focus Area scenario planning.
- Remove Implementation Strategies 5.1 and 5.2.

**Public Comments:**

- Regina Ferrante, 8 Glen Abbey Trail, stated that she has lived here since 1984 and has seen the Village grow. At that time the Western Connector was planned to go where Pinewild is now and now that happened. She believes that where ever the Western Connector fits in the Plan now needs to be protected to make that project happen. Also, she stated that it

bothers her that we lost the Pinehurst Surgical Clinic to Southern Pines and that we don't have the commercial base like they do. If something happened to the Resort or FirstHealth the Village would be in trouble. She doesn't want Pinehurst to become a bedroom community to Carthage, Aberdeen and Southern Pines.

- John Webster, 140 West McKenzie Road, stated he is asking for Council not to adopt the current Draft Plan because there is no need to even consider the development of the ETJ. He feels there is no population push to make us rezone and develop the ETJ and most of the current resident don't want to change the rural nature of the ETJ. He also believes that promoting further growth will deteriorate the Village's financial condition.
- Earl Ingram, 325 Bowman Road, stated when he moved here many years ago he looked forward to the peace and quiet. He has observed the changes in the area for 43 years and the character of the Village is slipping away. He pleaded with the Council not to increase the housing density in the ETJ because the only winners will be the developers. He believes the Western Connector will not alleviate traffic on Highway 5.
- Jane Hogeman, 16 Lochdon Court, asked to hear where each Councilmember stood in regards to the current Plan. She stated that she believes the Draft Comprehensive Plan has a pro-growth stance. She stated after a review of the public strategy choices, from the Fair Barn event, shows their overarching priority to preserve and improve our existing Village neighborhoods. Ms. Hogeman reviewed some of the results of the public's strategy choices received during the Community Open House at the Fair Barn. She also stated that the Plan should reflect the peoples vision not the consultants.
- Bill Comer, 34 Pomeroy Drive, stated he appreciates all the work and long hours that have went into the development of new Plan. In his opinion there are a few areas that need to be modified prior to adoption. He explained he believe this Plan appears to be philosophically driven by of the principles of new urbanism. He stated that the definition for pattern books and character based zoning should be defined prior to adoption of the Plan. Also, he believes the document lacks effective financial data on the proposed implementation strategies and for Focus Area 5, Highway 211, he believes the illustrations need to be removed, as they are so far off the mark.
- Sue Comer, 34 Pomeroy Drive, stated she believes the ETJ should be protected and we should do everything within our power to relieve the residents in the ETJ from the threat of the Western Connector.
- Lydia Boesch, 35 McMichael Drive, thanked the staff for all of their work and the public for all of their input on the Plan. She believes that the current Council should adopt the plan, if they feel it reflects the citizens, as future Council has the ability to modify the Plan.
- Bruce Geddes, 232 Bowman Road, stated he agrees with the comments made about the ETJ tonight. Also, there is a map in the Plan that shows his parcel as vacant land, but he lives there.
- Kaye Pierson, 45 Brandon Trail, stated she believes the Planning and Zoning Board has not vetted the Plan out and should be sent back to them, as only 6 of the 9 members were at the meeting and only 5 were present when the Board voted to approve recommendation of the Plan to Council. She believes this Plan is a flawed representation of the voice of Pinehurst citizens. She would expect to receive another draft to review prior to the adoption of the Plan by Council. She also stated she would like the current Council to document, for the record, where they stand on the Plan.

### 3. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Bouldry, seconded by Councilmember Drum, Council unanimously approved to adjourn the special meeting by a vote of 5-0 at 5:40 pm.

Respectfully Submitted,

Beth Dunn,  
Village Clerk

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**DISCUSS ADOPTION OF THE 2019 COMPREHENSIVE PLAN.  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Natalie Hawkins

**CC:**

Natalie Hawkins

**DATE OF MEMO:**

10/17/2019

**MEMO DETAILS:**

This agenda item is for the Village Council to consider adopting the 2019 Comprehensive Plan to advance the Village's vision to be a "charming, vibrant community which reflects our rich history and traditions."

The 2019 Comprehensive Plan represents a guide for the future of Pinehurst by providing a vision, a policy framework, and specific actionable recommendations in support of the key theme to "Retain the Small-Town Charm & Rural Feel of the Village."

The Envision the Village process to create the Plan was supported by extensive and robust public participation that included residents, business owners, local interest groups, and Village officials over an almost 18-month period.

Village staff would like to thank the following people who contributed to the creation of the 2019 Comprehensive Plan:

1. The Public for actively participating in the planning process by attending meetings and providing input either in person or online.
2. The Village Council for providing leadership and direction.
3. The Village's Senior Leadership Team for contributing and participating in planning efforts, and
4. Our consultants at Town Planning & Urban Design Collaborative and City Explained for providing direction and support to help the Village navigate the planning process.

Should the Village Council be ready to approve the 2019 Comprehensive Plan, it can do so by motion.





**REQUEST FOR WAIVER OF FEES AT FAIR BARN.  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Mark Wagner

**CC:**

Jeff Sanborn, Jeff Batton, Brooke Hunter

**DATE OF MEMO:**

10/16/2019

**MEMO DETAILS:**

Staff has received a request from Audrey Moriarty, Executive Director of Given Tufts, asking for a waiver of fees at the Fair Barn for a Donor Appreciation Event on March 4, 2020.

This would not be a co-sponsored event, simply a fee waiver request. This request does not necessarily fall under Category "C" of the Village's Sponsorship Policy which pertains to non-profits hosting a fundraising event, but that is the most closely aligned category in the policy.

As the reserved day is a weekday rental, the cost to rent for Non-Profits is \$500, plus additional fees for tables, chairs, stage, dance floor, etc. The estimated total discount requested is between \$1,250 and \$1,500.

If approval is granted, the renter would still be required to pay the refundable security deposit as well as the mandatory post event cleaning fee of \$150 if it is using the kitchen.

Audrey Moriarty will be at the meeting to answer any questions about the event and the request.

Thank you for your consideration.

**ATTACHMENTS:**

Description

- ☐ Letter of Request
- ☐ Sponsorship Policy



September 4, 2019

Dear Mayor Fiorillo and Village Council Members,

The Given Memorial Library and Tufts Archives are planning a Donor Appreciation Event on March 4, 2020, at the Fair Barn. We are celebrating our loyal donors over the last three years, and the number is too big for the library or book shop to host. Our donors are extremely important to the successful operations of the Given Memorial Library, the Tufts Archives and the Given Book Shop. With the rapid growth of Pinehurst and operation of the Library and Tufts Archives under study, our donors are more important to us than ever.

I am writing to request that the Fair Barn fees be waived for this event. We will, of course, pay the deposit and the customary cleaning fees.

We have had several successful events at the Fair Barn and look forward to another entertaining evening. We are very grateful for your assistance in the past appreciate your consideration of this request. If you have any questions or require more information, please call me at (910)295-3642 or email me at: [audrey@giventufts.com](mailto:audrey@giventufts.com).

Thank you,

*Audrey Moriarty*

Audrey Moriarty

Executive Director, Given Tufts

**RESOLUTION #15-38:**

**A RESOLUTION ADOPTING A POLICY REGARDING STANDARDIZED  
PROCESSING OF REQUESTS FOR VILLAGE SPONSORSHIP OF EVENTS  
COORDINATED BY OTHER ENTITIES.**

**THAT WHEREAS,** many events occur in the Village of Pinehurst for which the event coordinator(s) request Village Sponsorship each year; and

**WHEREAS,** sponsorship may be in cash or in kind whereby the Village extends the use of Village facilities or staff for free or at a reduced rate; and

**WHEREAS,** it is important that the Village only extend sponsorship to the extent that it promotes the welfare, well-being and quality of life for our residents; and

**WHEREAS,** it is also important that sponsorship resources do not inappropriately augment the income or fund-raising of event coordinators;

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled on the 22<sup>nd</sup> day of September, 2015, as follows:

**SECTION 1.** It shall be the Policy of the Village of Pinehurst that sponsorship requests be handled in accordance with the following criteria:

- a. For events coordinated by a non-profit for the apparent sole purpose of benefitting the community, sponsorship can be approved by the Village Manager after a careful review of the event, the event coordinator's status and all potential beneficiaries of the event.
- b. For events coordinated by a commercial entity for at least the partial purpose of earning profit, sponsorship for the first event of its type (subsequent to the passage of this resolution) may be approved in public by the Village Council. Sponsorship for subsequent similar events coordinated by the same entity may be approved in public by the Village Council after a review by the Village's Director of Financial Services of a full, financial accounting of the previous event.
- c. For events coordinated by either a commercial entity who has no clear financial gain at stake or by a non-profit that is attempting to raise funds, sponsorship may be approved by the Council in public for the first event of its type. For subsequent events, staff acts on Council approval of previous events unless/until the staff or the Council thinks something has changed that warrants re-consideration by the Council.

**SECTION 2.** That this Resolution shall be and remain in full force and effect from the date of its adoption.

Adopted this 22<sup>nd</sup> day of September, 2015.



Attest:

Lauren M. Craig, Village Clerk

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

By:   
Nancy Roy Fiorillo, Mayor

Approved as to Form:

Michael J. Newman, Village Attorney



**REQUEST FOR SPONSORSHIP/USE OF STAGE.  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Mark Wagner

**CC:**

Jeff Sanborn, Jeff Batton, Brooke Hunter

**DATE OF MEMO:**

10/16/2019

**MEMO DETAILS:**

Staff received a request from Peter Stillwell with Tarheel Communications regarding use of the Village's mobile stage for an event in Southern Pines on Saturday, November 9, 2019.

The event, Parade to the Park, is a benefit for the USO and will be held in the Southern Pines Downtown Park following the annual Veterans Day Parade. This is being presented by Cooper Ford, The Heritage Flag Company and Cox Double Eagle Harley Davidson. Entertainment includes a vintage car and bike show, live entertainment and area food trucks. The 82nd Airborne Rock Band will be the featured band and admission is free to the public.

The organizers are requesting use of the Village stage in return for an in-kind sponsorship for the event which would include the Village of Pinehurst being listed on all promotional materials and sponsor signage still yet to be distributed. Requests to other municipalities are also being made including a waiver of park rentals fees in Southern Pines, and for use of furniture and equipment from the Town of Aberdeen.

Council may recall when the Village purchased the mobile stage, our intention was not to rent or lend it to outside groups or organizations for use. This would be the second such instance of this happening should you approve this request, with the other being the Festival D'Avion. A rental for a mobile stage such as ours typically will cost approximately \$1,500 - \$2,000 which includes the certified staff provided for the stage, delivery, setup and breakdown.

If this request is approved, Village staff would deliver the stage on Friday, November 8th, but we would not be able to pick-up the stage until Tuesday, November 12th due to the Holiday on Monday, November 11th. I do want to point out that Tuesday, November 12th is the day we start assembling the Christmas Tree downtown in the Village in preparation for the Tree Lighting.

Staff would need to coordinate in advance of the Parade in the Park the exact location for stage placement, and the entry and exit points for the stage with the Town of Southern Pines as well as the timing for delivery and pick-up. The total time involved in meeting on site, moving the stage, setting it up and bringing it back to Pinehurst after this event would be 23 staff hours.

Peter Stillwell with Tarheel Communications will be at the meeting to provide additional details on the event and answer any questions Council may have.

Thank you.

**ATTACHMENTS:**

Description

- 📎 Sponsorship Policy
- 📎 2019 Veterans Day Stage Request Letter

**RESOLUTION #15-38:**

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COORDINATED BY OTHER ENTITIES.**

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- b. For events coordinated by a commercial entity for at least the partial purpose of earning profit, sponsorship for the first event of its type (subsequent to the passage of this resolution) may be approved in public by the Village Council. Sponsorship for subsequent similar events coordinated by the same entity may be approved in public by the Village Council after a review by the Village's Director of Financial Services of a full, financial accounting of the previous event.
- c. For events coordinated by either a commercial entity who has no clear financial gain at stake or by a non-profit that is attempting to raise funds, sponsorship may be approved by the Council in public for the first event of its type. For subsequent events, staff acts on Council approval of previous events unless/until the staff or the Council thinks something has changed that warrants re-consideration by the Council.

**SECTION 2.** That this Resolution shall be and remain in full force and effect from the date of its adoption.

Adopted this 22<sup>nd</sup> day of September, 2015.



Attest:

Lauren M. Craig, Village Clerk

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

By:   
Nancy Roy Fiorillo, Mayor

Approved as to Form:

Michael J. Newman, Village Attorney



## Mark Wagner

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**From:** Peter Stilwell <peterstilwell@tarheelcommunications.com>  
**Sent:** Wednesday, October 2, 2019 10:30 AM  
**To:** Mark Wagner  
**Cc:** Nancy R. Fiorillo  
**Subject:** Request for In-kind Sponsorship for the November Parade to the Park in Southern Pines

Good Morning Mark,

Per our past discussion I am formally requesting to use the Village of Pinehurst Stage during a planned non-profit event on Saturday November 9<sup>th</sup>. The event, Parade to the Park is a benefit for the USO will be held in the Southern Pines Park following the annual Veterans Day Parade in Southern Pines. Parade to the Park is being presented by Cooper Food, The Heritage Flag Company and Cox Double Eagle Harley Davidson, who will be covering the majority of all event costs. The event will include a veterans benefit fair with participating organizations: Vass American Legion, Mission 22, Military Missions in Action, Team Rubicon, Operation Enduring Warrior, Veterans Administration from Fort Bragg and others. Entertainment will include area food trucks, a vintage car and bike show and live entertainment for the attending Veterans and guests. The 82<sup>nd</sup> Airborne Rock Band will be the featured band, The event is open to the public and admission is free.

We are requesting to use the Village stage in trade for an in-kind sponsorship for this event. Other municipalities are being included in similar sponsorship opportunities for this worthy program in recognition of the area Veterans. The organizers would reimburse the Village of Pinehurst for any labor and transportation costs for the use of the stage. The Village of Pinehurst would be listed on all promotional materials and sponsor signage.

Delivery would be on Friday November 8<sup>th</sup> and pick-up on Monday the 11<sup>th</sup> or Tues the 12<sup>th</sup> if the staff is on holiday for Veterans Day.

The Veterans Day Parade and the Parade to the Park is recognizing all community veterans for all area towns. Several Veterans from Pinehurst will be participating.

Please let me know if this request is possible. I understand a fast track council approval will be required.

Thank you!

Peter Ross Stilwell, President  
Tarheel Communications Solutions  
1 Collett Lane  
Pinehurst, NC 28374  
(910) 215-0861 o (910) 528-7101 c  
[peterstilwell@tarheelcommunications.com](mailto:peterstilwell@tarheelcommunications.com)





**PUBLIC HEARING NO. 1**  
**ADDITIONAL AGENDA DETAILS:**

The purpose of this public hearing is for Village Council to consider a resolution, pursuant to NCGS 160A-271, authorizing the exchange of real property belonging to the Village of Pinehurst for other real property, realizing a full and fair consideration in exchange for the Village's property. The properties to be exchanged are as follows:

- Property owned by the Village of Pinehurst identified as Parcel ID #00019462, valued at \$11,630.
- Property owned by DHG Management, LLC identified as Parcel ID #00028431, valued at \$11,250.

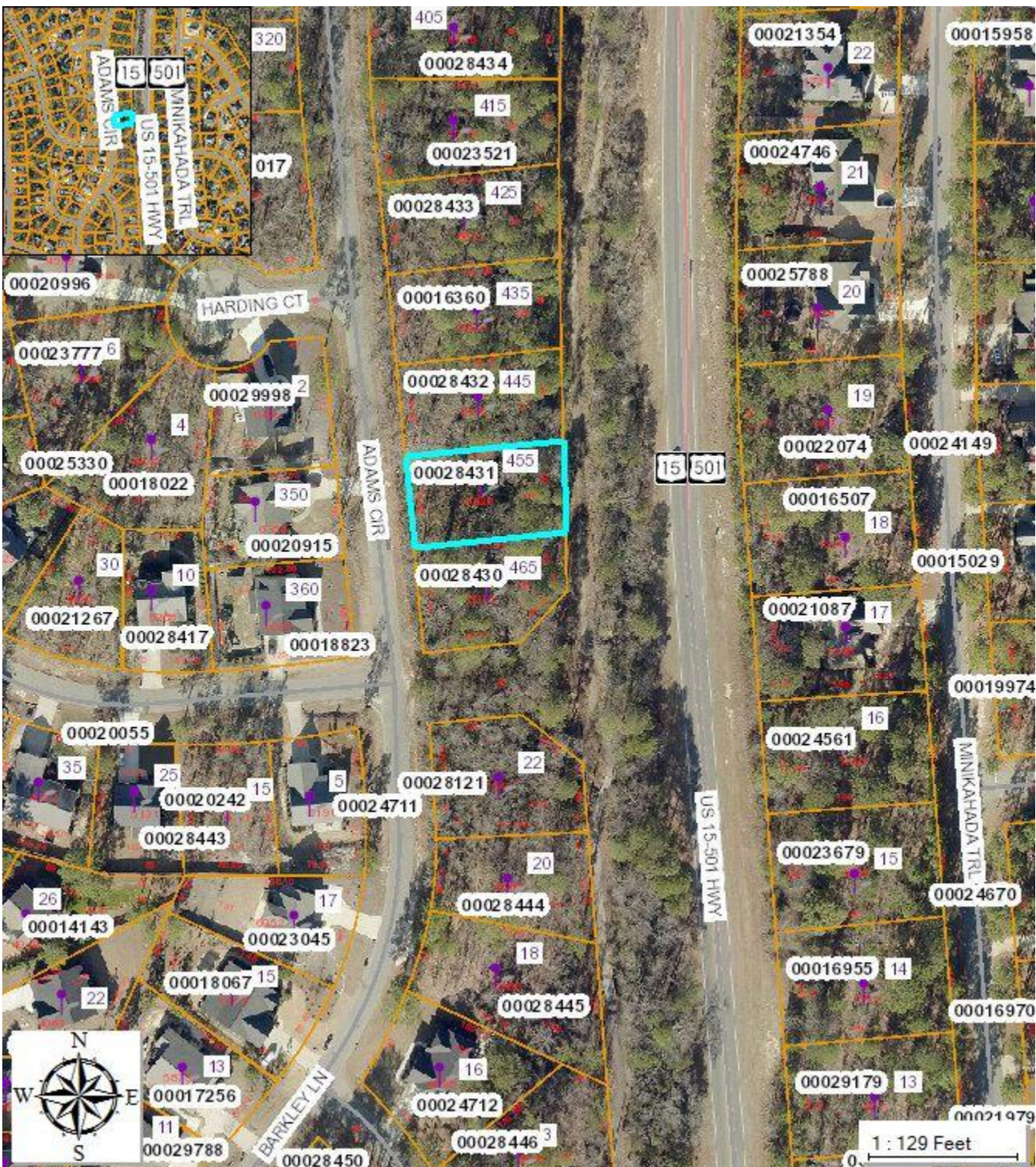
**ATTACHMENTS:**

Description

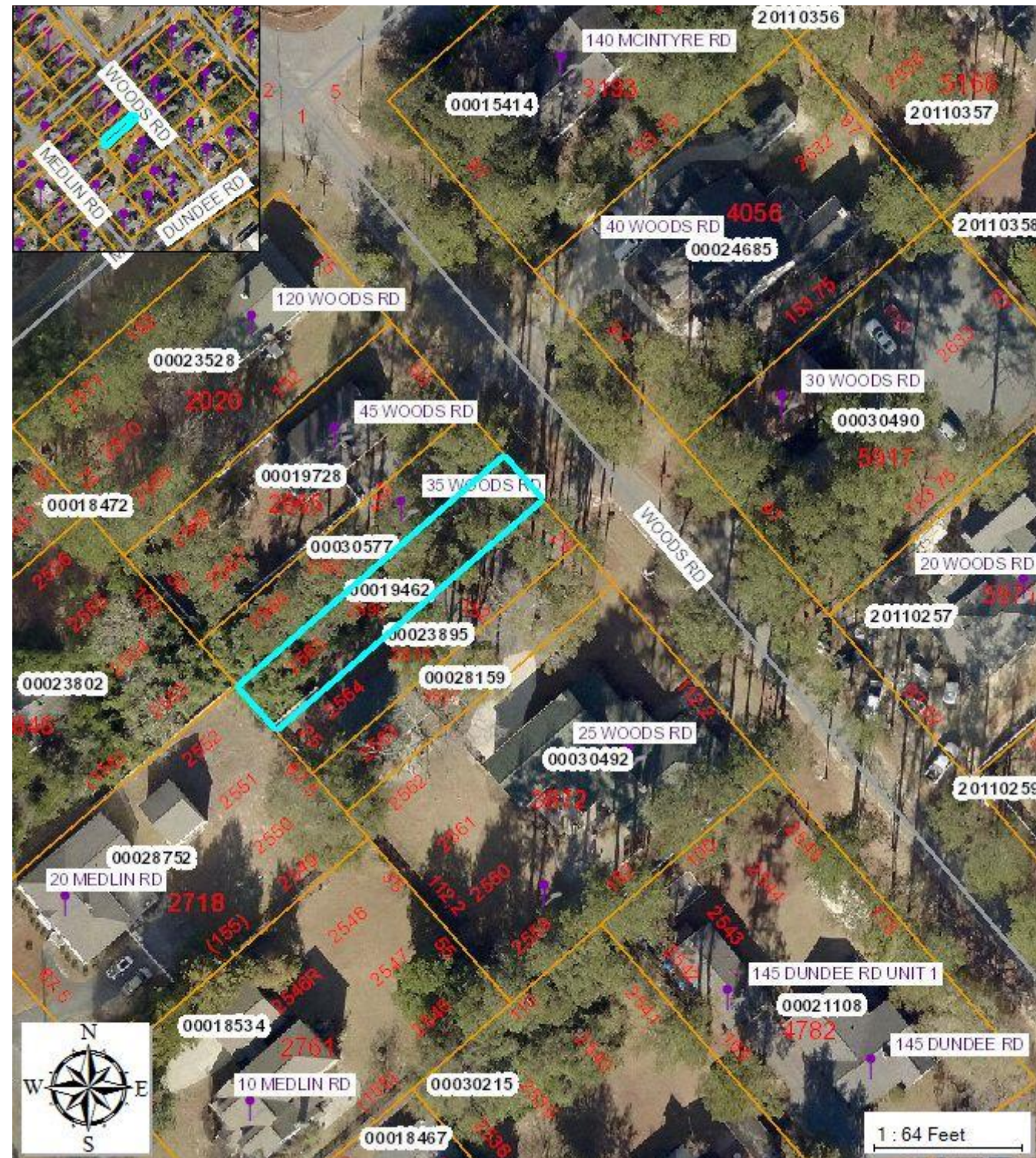
- ☐ Map of Parcels
- ☐ DGH Management Property
- ☐ VOP Property



Property Village Receives from DGH
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Property DGH Receives from Village
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PARID: 00028431  
TOWNSHIP: 063  
DGH MANAGEMENT, LLC

CITYNAME: ABERDEEN

455 ADAMS CIR  
NBHD: 640C  
ROLL: REAL

#### Parcel

ParlD / PIN: 00028431 / 856314448338  
Record Type: REAL  
Tax Year: 2020  
Tax Jurisdiction: PH : PH  
Township: 06 : MINERAL SPRINGS

#### Owner

Account Number: 22397825  
Name: DGH MANAGEMENT, LLC  
  
Mailing Address: 335 FIELDS DR  
ABERDEEN NC 28315

#### Legal

Physical Address: 455 ADAMS CIR  
Legal Description 1: UNIT 9 LOT 56 PH I  
Zoning: R10  
Plat Cabinet:  
Slide:

#### Recorded Transaction

Date	Book	Page	Sale Price	Validity Code
24-FEB-14	4324	473	5,000	VS
25-MAY-94	1004	410	0	
29-NOV-89	692	78	0	
28-JUL-89	670	289	0	

#### Description

NBHD Code / Name: 640C :  
Class: RV : RES VACANT  
Land Use: R00 : RES VACANT  
Living Units: 0  
Topography: 3 : BELOW STREET  
Location: :  
Parking: :  
Traffic: :  
Utilities: 2 :  
3 :  
Restrictions: :  
Deeded Acres: 0  
Calculated Acres: 0  
VC Notice / VC Date: R : 20-MAR-19

#### Valuation

Appraised Land: 11,250  
Appraised Building: 0  
Appraised Total: 11,250  
Deferred: 0  
Exempts/Excluded: 0  
Assessed Real: 11,250  
Personal:  
Total Assessed: 11,250

PARID: 00019462  
TOWNSHIP: 063  
VILLAGE OF PINEHURST

CITYNAME: PINEHURST

WOODS RD  
NBHD: 655D  
ROLL: REAL

#### Parcel

ParlD / PIN: 00019462 / 856205182990  
Record Type: REAL  
Tax Year: 2020  
Tax Jurisdiction: PH : PH  
Township: 06 : MINERAL SPRINGS

#### Owner

Account Number: 88579800  
Name: VILLAGE OF PINEHURST  
  
Mailing Address: 395 MAGNOLIA RD  
PINEHURST NC 28374

#### Legal

Physical Address: WOODS RD  
Legal Description 1: #2565  
Zoning: R10  
Plat Cabinet:  
Slide:

#### Recorded Transaction

Date	Book	Page	Sale Price	Validity Code
17-DEC-03	2460	587	500	
26-MAR-81	472	975	0	

#### Description

NBHD Code / Name: 655D :  
Class: EX : EXEMPT/EXCLUDED  
Land Use: E19 : EXEMPTIONS (ALL OTHERS)  
Living Units: 0  
Topography: 1 : LEVEL  
Location: :  
Parking: :  
Traffic: :  
Utilities: 1 :  
:  
Restrictions: :  
Deeded Acres: 0  
Calculated Acres: .089  
VC Notice / VC Date: R : 20-MAR-19

#### Valuation

Appraised Land: 11,630  
Appraised Building: 0  
Appraised Total: 11,630  
Deferred: 0  
Exempts/Excluded: 11,630  
Assessed Real: 0  
Personal:  
Total Assessed: 0



**DISCUSS AND CONSIDER RESOLUTION 19-22 TO EXCHANGE REAL  
PROPERTY.**

**ADDITIONAL AGENDA DETAILS:**

**FROM:**

Jeff Batton

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

10/10/2019

**MEMO DETAILS:**

The resolution attached, if adopted by Council, would facilitate the exchange of real property with DGH Management. The parcel owned by DGH that would become Village of Pinehurst property is identified as Parcel ID #00028431 and is valued at \$11,250. Its located at 455 Adams Circle.

The property the Village would relinquish to DGH is identified as Parcel ID #00019462 and is valued at \$11,630. This property does not have a physical address but is located adjacent to 35 Woods Road.

This exchange is a parcel for parcel arrangement and does not involve any exchange of cash between the parties.

The Adams Circle lot would be advantageous to the Village given it is adjacent to the Pinehurst Greenway system and could provide additional greenway access to the public. The lot being given up by the Village has no foreseeable benefit to the Village.

Thanks.

**ATTACHMENTS:**

Description

- ☐ Resolution 19-22
- ☐ Map of Parcels

**RESOLUTION #19-22:**

**A RESOLUTION AUTHORIZING EXCHANGE OF REAL PROPERTY WITHIN  
THE VILLAGE OF PINEHURST, NORTH CAROLINA.**

**WHEREAS**, the Village of Pinehurst, owns real property located on Woods Road, further identified as PID #00019462, in Pinehurst, Moore County, North Carolina and valued at \$11,630; and

**WHEREAS**, DGH Management, LLC, owns real property located on Adams Circle, further identified as PID #0028431, in Pinehurst, Moore County, North Carolina, and valued at \$11,250; and

**WHEREAS**, the Village of Pinehurst and DGH Management, LLC wish to make an even exchange of the two described properties for the tax value; and

**WHEREAS**, North Carolina General Statute §160A-271 authorizes the Village to make such an exchange if authorized by the Village Council by a resolution adopted at a regular meeting of the Council upon at least 10 day's public notice; and

**WHEREAS**, the Village has given the required public notice; and the Council is convened in a regular meeting;

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina in a regular meeting assembled this 22<sup>nd</sup> day of October, 2019 as follows:

**SECTION 1.** The exchange of properties described above is authorized.

**SECTION 2.** The appropriate Village officials are directed to execute the appropriate instruments necessary to carry out the exchange.

**THIS RESOLUTION** passed and adopted this 22<sup>nd</sup> day of October, 2019.

(Municipal Seal)

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

By: \_\_\_\_\_  
Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Beth Dunn, Village Clerk

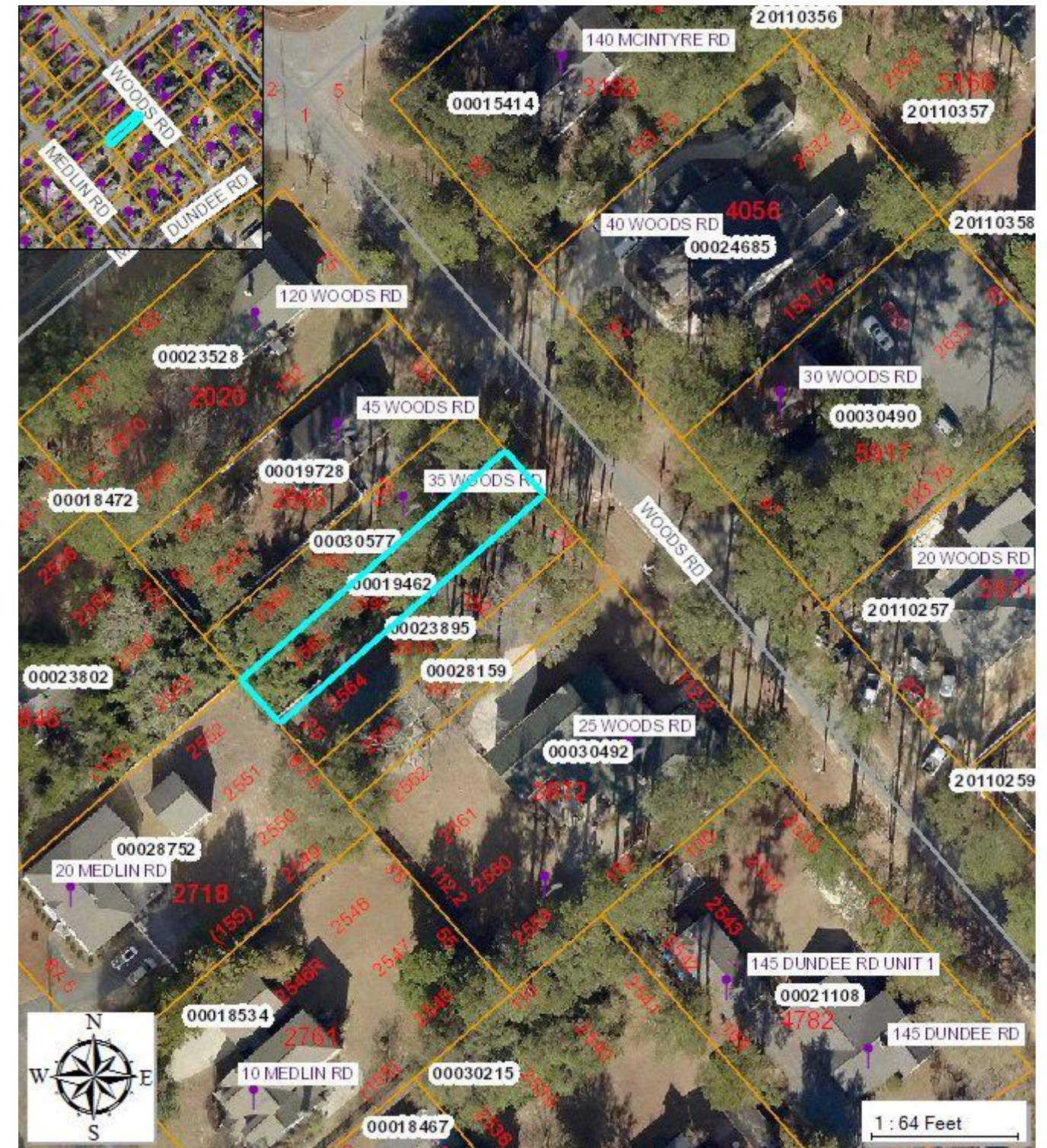
\_\_\_\_\_  
Michael J. Newman, Village Attorney



Property Village Receives from DGH



Property DGH Receives from Village







**PRESENTATION OF FINANCIAL STATEMENTS FOR THE YEAR ENDED  
JUNE 30, 2019.**

**ADDITIONAL AGENDA DETAILS:**

**FROM:**

Brooke Hunter

**CC:**

Jeff Sanborn & Natalie Hawkins

**DATE OF MEMO:**

10/14/2019

**MEMO DETAILS:**

The financial statements for the year ended June 30, 2019 are presented for your information and review.

Highlights and commentary are provided in the accompanying memo.

**ATTACHMENTS:**

Description

- ☐ Financial Statements Memo 06-30-2019
- ☐ Financial Statements 06-30-2019

Brooke Hunter, CPA  
395 Magnolia Road  
Pinehurst, NC 28374  
Phone: 910-295-8646  
Fax: 910-295-4434  
e-mail: bhunter@vopnc.org

## Village of Pinehurst

# Memo

To: Village Council  
From: Brooke Hunter  
CC: Jeff Sanborn & Senior Leadership  
Date: October 14, 2019  
Re: Financial Statements for the Year Ended June 30, 2019

---

Attached are the un-audited financial statements for the fiscal year ended June 30, 2019. The Village ended the fiscal year in a strong financial position with our fund balance just above the Council's policy range and our debts at reasonably low levels. In addition, our operating expenditures are in check and our revenues are growing at a moderate pace. These results, in conjunction with our strong performance management system, should position us well to carry out the objectives contained in the FY 2020 Strategic Operating Plan (SOP).

### **Financial Position:**

The Village's General Fund expenditures exceeded revenues by \$2,769,865, bringing General Fund fund balance to \$7,871,973. This is positive compared to our third quarter estimate of a \$3,598,000 loss after the transfer to the Community Center Capital Project Fund for construction. The Community Center Capital Project Fund revenues and other financing sources exceeded expenditures by \$2,333,581, with an ending Capital Project Fund fund balance of \$2,520,458. Community Center construction was slightly less than 50% complete at June 30. Combined, the Village's fund balance decreased by \$436,284 to \$10,392,431.

The Village's fund balance policy requires us to maintain unassigned fund balance of at least 15% of actual expenditures and total fund balance of 30%-40% of budgeted expenditures. Fund balance is maintained at these levels to meet the Village's cash flow needs and to prepare us for emergencies and opportunities that may arise. At June 30, the General Fund has unassigned fund balance of \$5,112,998, or 29%, of actual expenditures. The total fund balance of \$7,871,973 represents 41% of budgeted expenditures. The statewide average for total fund balance in the Village's population peer group is 55%.

The Village's total cash and investments at June 30 were \$10,276,000 compared to \$10,107,000 the previous year. This is an increase of \$169,000 or 2%. The Village earned approximately \$262,000 on investments during the year at an average yield of 2.20%. All deposits were insured or collateralized as required for local governments and managed under the Village's investment policy.

The Village's outstanding debts decreased by \$297,000, or 40%, during the fiscal year. This decrease was due to the scheduled repayment of principal on existing debt obligations. The total debt outstanding at June 30 was \$440,287 and total debt service for the year was 1.7% of budgeted expenditures.

Capital investments during the year pushed the Village's total capital assets to \$47,617,000. This is an increase of \$3,203,000, or 7%, over the previous year. The most significant additions were the Community Center construction in progress, Wicker Park playground equipment replacement, sewer jet and vacuum trailers, and skid steer loader. Overall, the Village's capital assets have 42% of their original (undepreciated)

value remaining, which is slightly less than 45% in the previous year. Once the Community Center facility is completed and capitalized in FY 2020, we expect a significant increase in the capital asset condition ratio.

### **Revenues & Expenditures:**

General Fund revenues were \$569,000, or 3.0%, above the year-to-date budget projections. This is above the normal range of variance of around 1%. Property taxes exceeded our budget estimate by approximately \$55,000. Property tax collections for the year were strong with 99.89% of the 2019 levy collected at year end. Sales taxes were \$160,000, or 3.7%, higher than budgeted. Permits and fees revenues were \$80,000 above budget due to a few significant non-residential construction projects. Unplanned FEMA revenues related to Hurricane Florence contributed \$137,000 to the revenue variance. Finally, investment earnings were \$59,000 above budget because of rising interest rates throughout the fiscal year and higher cash balances due to the timing of Community Center construction payments that occurred later in the year than originally anticipated.

The larger portion of the year-end variance can be attributed to expenditures being below budget. General Fund expenditures were \$1,504,000, or 7.9%, below budget overall. Expenditures were less than budgeted amounts for the following significant items: (1) contracted and professional services were \$162,000 lower than expected due to lower costs for legal and engineering fees, and the timing of comprehensive plan expenses, (2) salaries and benefits were \$482,000 lower due to employee turnover and the related vacancies; and (3) capital expenditures were \$189,000 below budget. Overall operating expenditures represented 86% of operating revenues, a 1% increase from the previous year.

For capital outlay, 84% of the General Fund budget was expended at year's end. Only a few minor capital projects were carried over to the next fiscal year. Compared to the previous fiscal year, capital expenditures were down by \$1,439,000 or 59%, due primarily to the fire engine replacement and McIntyre/McCaskill streetscape improvements in the prior year.

### **Financial Outlook:**

As we look to the future, the Village's revenue prospects look sound. Unemployment in our area has stabilized with the current rate at 4.5% compared to 4.2% at the same time last year. The Village also added 122 new homes last year compared to 144 and 161 in the previous years. The construction market appears to be cooling off due to mortgage interest rate increases and the depletion of buildable lots within Village limits, but remains stable. The steady growth in single-family home construction indicates that the Village's tax base will increase proportionately next year. The Village has also seen significant commercial development over the past three years.

### **Other Items:**

During FY 2019, the Fair Barn covered 82% of operating expenditures with operating revenues. This is less than the 97% recorded in the previous year and below the balanced scorecard target of 95%. Discounts for non-profit events remained high at \$46,000, compared to \$50,000 last year. Before discounts were applied, the Fair Barn covered nearly all operating expenditures for the year with a ratio of at 98%.

The Harness Track also covered 48% of its operating expenditures compared to 53% in the previous year. This is below their performance target of 60%. The decrease from the previous year is the result of a 4% reduction in revenues last season and a 6% increase in operating expenditures.

### **Conclusion:**

Overall, the Village ended FY 2019 better than expected and is well positioned to carry out the initiatives outlined in the FY 2020 SOP. As you may recall, the plan indicated that total fund balance would decrease significantly in FY 2019 for Community Center construction. After completing the transfer to the Capital Project Fund for construction, the General Fund fund balance is just above Council's policy range at 41%.

Should you have any questions about these quarterly statements, please feel free to contact me.

# VILLAGE OF PINEHURST



FINANCIAL STATEMENTS  
FOR THE TWELVE MONTHS ENDED  
JUNE 30, 2019

**Village of Pinehurst  
Financial Statements  
Table of Contents**

Combined Balance Sheet.....	1
General Fund	
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual.....	2
Community Center Capital Project Fund	
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual.....	4
Schedule of Interfund Transfers.....	5
Schedule of Cash and Investments.....	6
Investment Yield Summary.....	7
Schedule of Fund Balance .....	8
Schedule of Capital Outlay by Function and Activity .....	9
Schedule of General Long Term Debt.....	10
Schedule of Budget Amendments.....	11
Schedule of Encumbrances.....	12
Schedule of Ad Valorem Property Tax Collections .....	13
Schedule of Ad Valorem Property Tax Levy .....	14
Residential Building Permits Summary.....	15
Local Option Sales Taxes Summary.....	16
Schedule of Fair Barn Revenues and Expenditures .....	17
Schedule of Harness Track Revenues and Expenditures.....	18

**Village of Pinehurst**  
**Combined Balance Sheet - All Fund Types**  
**June 30, 2019**

	Governmental Fund Types		Account Groups			
	General Fund	Capital Project Fund	General Capital Assets	General Long - Term Debt	Totals June 30, 2019	Totals June 30, 2018
ASSETS						
Cash & investments	\$ 6,867,632	\$ 3,408,835	\$ -	\$ -	\$ 10,276,467	\$ 10,107,104
Taxes receivable	24,328	-	-	-	24,328	27,858
Assessments receivable	31,282	-	-	-	31,282	60,653
Due from other governmental agencies	1,823,315	-	-	-	1,823,315	1,595,042
Interest receivable	-	-	-	-	-	20,970
Other receivables	26,545	-	-	-	26,545	30,369
Prepaid items	20,135	-	-	-	20,135	19,878
Inventory	48,427	-	-	-	48,427	39,993
Capital assets	-	-	47,616,963	-	47,616,963	44,414,148
Amounts to be provided for retirement of general long-term debt	-	-	-	4,603,521	4,603,521	4,018,059
TOTAL ASSETS	\$ 8,841,664	\$ 3,408,835	\$ 47,616,963	\$ 4,603,521	\$ 64,470,983	\$ 60,334,074
LIABILITIES AND FUND EQUITY						
Accounts payable	\$ 234,580	\$ 888,377	\$ -	\$ -	\$ 1,122,957	\$ 349,357
Withholdings & accrued expenses	411,422	-	-	-	411,422	403,700
Accrued vacation	-	-	-	656,788	656,788	624,425
Total pension liability (LEO)	-	-	-	1,025,925	1,025,925	1,034,234
Net pension liability (LGERS)	-	-	-	2,480,521	2,480,521	1,621,831
Deposits	252,249	-	-	-	252,249	225,320
Unavailable revenues	71,440	-	-	-	71,440	94,775
Long-term debt	-	-	-	440,287	440,287	737,569
Total Liabilities	969,691	888,377	-	4,603,521	6,461,589	5,091,211
EQUITY						
Investment in general capital assets	-	-	47,616,963	-	47,616,963	44,414,148
Fund Balance:						
Nonspendable:						
Inventory	48,427	-	-	-	48,427	39,993
Prepaid items	20,135	-	-	-	20,135	19,878
Restricted:						
Stabilization by state statute	1,923,503	-	-	-	1,923,503	1,881,641
Public safety	10,943	-	-	-	10,943	2,672
Committed:						
Cultural and recreation	-	2,520,458	-	-	2,520,458	186,877
Assigned:						
Designated for expenditures	755,967	-	-	-	755,967	4,249,380
Unassigned	5,112,998	-	-	-	5,112,998	4,448,274
Total equity	7,871,973	2,520,458	47,616,963	-	58,009,394	55,242,863
TOTAL LIABILITIES & EQUITY	\$ 8,841,664	\$ 3,408,835	\$ 47,616,963	\$ 4,603,521	\$ 64,470,983	\$ 60,334,074

**Village of Pinehurst  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Fiscal Period Ended June 30, 2019**

	Annual Budget as of 06/30/2019	Quarterly Budget as of 06/30/2019	YTD as of 06/30/2019	YTD as of 06/30/2018	Current Year Over (Under) Prior Year	% of 2019 Budget Spent / Received YTD
<b>Revenues</b>						
Ad valorem taxes & penalties	\$ 10,295,000	\$ 10,295,000	\$ 10,349,609	\$ 10,142,650	\$ 206,959	100.53%
Assessments	25,900	25,900	29,371	31,607	(2,236)	113.40%
Other taxes and licenses	1,000	1,000	2,850	2,475	375	285.00%
Intergovernmental revenues:						
Unrestricted	5,808,000	5,808,000	6,013,374	5,641,380	371,994	103.54%
Restricted	750,986	750,986	858,129	517,964	340,165	114.27%
Permits & fees	714,500	714,500	794,770	761,918	32,852	111.23%
Sales & services	660,600	660,600	689,943	709,419	(19,476)	104.44%
Other revenues	254,465	254,465	282,745	214,839	67,906	111.11%
Interest earned on investments	196,000	196,000	254,921	145,657	109,264	130.06%
<b>TOTAL REVENUES</b>	<b>18,706,451</b>	<b>18,706,451</b>	<b>19,275,712</b>	<b>18,167,909</b>	<b>1,107,803</b>	<b>103.04%</b>
<b>Operating Expenditures</b>						
Governing Body	145,600	145,600	107,832	118,267	(10,435)	74.06%
Administration	1,279,610	1,279,610	1,157,493	1,111,542	45,951	90.46%
Financial Services	639,600	639,600	591,301	649,861	(58,560)	92.45%
Human Resources	473,003	473,003	404,535	381,608	22,927	85.52%
Police	3,232,978	3,232,978	3,007,772	2,881,874	125,898	93.03%
Fire	2,804,725	2,804,725	2,657,857	2,548,795	109,062	94.76%
Inspections	236,970	236,970	224,666	205,122	19,544	94.81%
Public Services Administration	443,530	443,530	414,064	414,142	(78)	93.36%
Streets & Grounds	1,791,805	1,791,805	1,707,489	1,386,549	320,940	95.29%
Powell Bill Funds	1,100,000	1,100,000	1,099,936	983,761	116,175	99.99%
Solid Waste	1,567,980	1,567,980	1,503,478	1,314,960	188,518	95.89%
Recreation	1,548,830	1,548,830	1,412,762	1,427,644	(14,882)	91.21%
Library	125,000	125,000	125,000	200,000	(75,000)	100.00%
Harness Track	549,900	549,900	508,837	479,288	29,549	92.53%
Fair Barn	337,950	337,950	288,542	271,457	17,085	85.38%
Planning	946,875	946,875	825,546	521,361	304,185	87.19%
Community Development	234,740	234,740	182,478	177,573	4,905	77.74%
Debt Service	320,160	320,160	319,052	361,383	(42,331)	99.65%
Contingency	75,000	75,000	-	-	-	0.00%
<b>Total Operating Expenditures</b>	<b>17,854,256</b>	<b>17,854,256</b>	<b>16,538,640</b>	<b>15,435,187</b>	<b>1,103,453</b>	<b>92.63%</b>
<b>Capital Outlay Expenditures</b>						
Administration	66,299	66,299	66,124	25,175	40,949	99.74%
Financial Services	1,680	1,680	1,680	1,104	576	100.00%
Human Resources	2,940	2,940	2,940	883	2,057	100.00%
Police	153,125	153,125	75,265	105,881	(30,616)	49.15%
Fire	87,848	87,848	86,374	662,843	(576,469)	98.32%
Inspections	1,087	1,087	1,058	335	723	97.33%
Public Services Administration	73,395	73,395	53,454	95,355	(41,901)	72.83%
Streets & Grounds	389,439	389,439	350,416	710,460	(360,044)	89.98%
Solid Waste	8,073	8,073	7,457	324,604	(317,147)	92.37%
Recreation	222,608	222,608	190,273	287,187	(96,914)	85.47%
Harness Track	101,614	101,614	96,188	91,135	5,053	94.66%
Fair Barn	65,920	65,920	54,273	121,325	(67,052)	82.33%
Planning	2,343	2,343	2,331	994	1,337	99.49%
Community Development	420	420	420	221	199	100.00%
<b>Total Capital Outlay Expenditures</b>	<b>1,176,791</b>	<b>1,176,791</b>	<b>988,253</b>	<b>2,427,502</b>	<b>(1,439,249)</b>	<b>83.98%</b>
<b>TOTAL EXPENDITURES</b>	<b>19,031,047</b>	<b>19,031,047</b>	<b>17,526,893</b>	<b>17,862,689</b>	<b>(335,796)</b>	<b>92.10%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(324,596)</b>	<b>(324,596)</b>	<b>1,748,819</b>	<b>305,220</b>	<b>1,443,599</b>	

**Village of Pinehurst  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Fiscal Period Ended June 30, 2019**

	Annual Budget as of 06/30/2019	Quarterly Budget as of 06/30/2019	YTD as of 06/30/2019	YTD as of 06/30/2018	Current Year Over (Under) Prior Year	% of 2019 Budget Spent / Received YTD
<b>Other Financing Sources (Uses)</b>						
Operating transfers out	\$ (4,569,165)	\$ (4,569,165)	\$ (4,569,165)	\$ (344,000)	\$ (4,225,165)	100.00%
Sales of capital assets	55,000	55,000	50,481	47,516	2,965	91.78%
<b>Total Other Fin. Sources (Uses)</b>	<u>(4,514,165)</u>	<u>(4,514,165)</u>	<u>(4,518,684)</u>	<u>(296,484)</u>	<u>(4,222,200)</u>	100.10%
<b>REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXP AND OTHER FINANCING USES</b>	(4,838,761)	(4,838,761)	(2,769,865)	8,736	(2,778,601)	
Appropriated Fund Balance	<u>4,838,761</u>	<u>4,838,761</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<b>EXCESS OF REVENUES, OTHER FINANCING SOURCES AND FUND BALANCE APP. OVER (UNDER) EXP AND OTHER FIN. USES</b>	<u>\$ -</u>	<u>\$ -</u>	(2,769,865)	<u>\$ 8,736</u>	<u>\$ (2,778,601)</u>	
<b>FUND BALANCE, JULY 1</b>			<u>10,641,838</u>			
<b>FUND BALANCE, JUNE 30</b>			<u>\$ 7,871,973</u>			



**Village of Pinehurst**  
**Community Center Capital Project Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**From Inception and for the Fiscal Period Ended June 30, 2019**

	Project Budget	Prior Years	Actual Current Year	Total To Date
<b>REVENUES</b>				
Interest earned on investments	\$ -	\$ 619	\$ 7,364	7,983
	-	619	7,364	7,983
<b>EXPENDITURES</b>				
Design costs	344,000	157,742	135,952	293,694
Construction costs	4,569,165	-	2,106,996	2,106,996
	4,913,165	157,742	2,242,948	2,400,690
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>(4,913,165)</u>	<u>(157,123)</u>	<u>(2,235,584)</u>	<u>(2,392,707)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer from General Fund	4,913,165	344,000	4,569,165	4,913,165
	4,913,165	344,000	4,569,165	4,913,165
<b>REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<u>\$ -</u>	<u>\$ 186,877</u>	2,333,581	<u>\$ 2,520,458</u>
FUND BALANCE, JULY 1			<u>186,877</u>	
<b>FUND BALANCE, JUNE 30</b>			<u>\$ 2,520,458</u>	

**Village of Pinehurst  
Schedule of Interfund Transfers  
For the Fiscal Period Ended June 30, 2019**

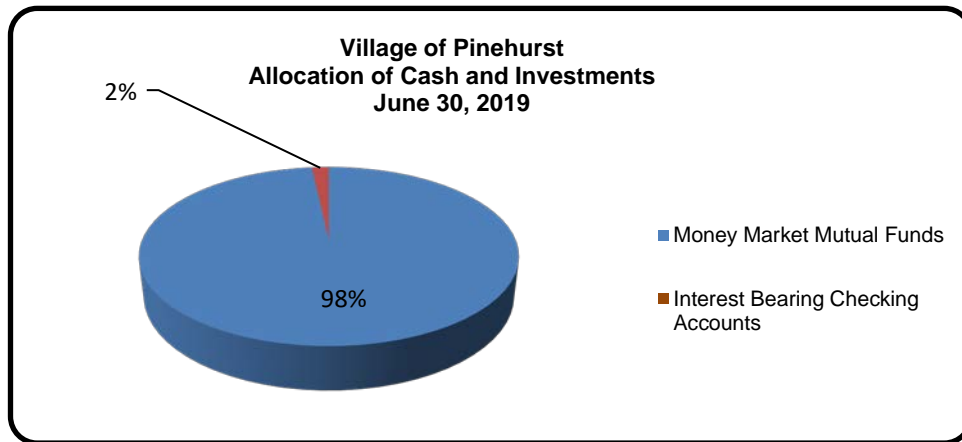
	Budgeted		Actual	
	Transfers In	Transfers Out	Transfers In	Transfers Out
General Fund Transfers:				
Community Center Capital Project Fund	\$ -	\$ 4,569,165	\$ -	\$ 4,569,165
Community Center Capital Project Fund	4,569,165	-	4,569,165	-
	<u>\$ 4,569,165</u>	<u>\$ 4,569,165</u>	<u>\$ 4,569,165</u>	<u>\$ 4,569,165</u>

**Village of Pinehurst  
Schedule of Cash and Investments  
June 30, 2019**

Investment	Bond/Bank Ratings	Purchase Date	Maturity Date	Cost
<b>Money Market Mutual Funds</b>				
North Carolina Capital Management Trust - Term Portfolio	Unrated			\$ 7,223,208
North Carolina Capital Management Trust - Government Portfolio	AAAm (S&P)			2,875,746
<b>Interest Bearing Checking Accounts</b>				
PNC Bank Operating				176,413
<b>Petty Cash</b>				
				<u>1,100</u>
<b>Total Cash and Investments</b>				<u><u>\$ 10,276,467</u></u>
<b>Total Cash and Investments (same quarter previous year)</b>				<u><u>\$ 10,107,104</u></u>

**Summary of Cash and Investments**

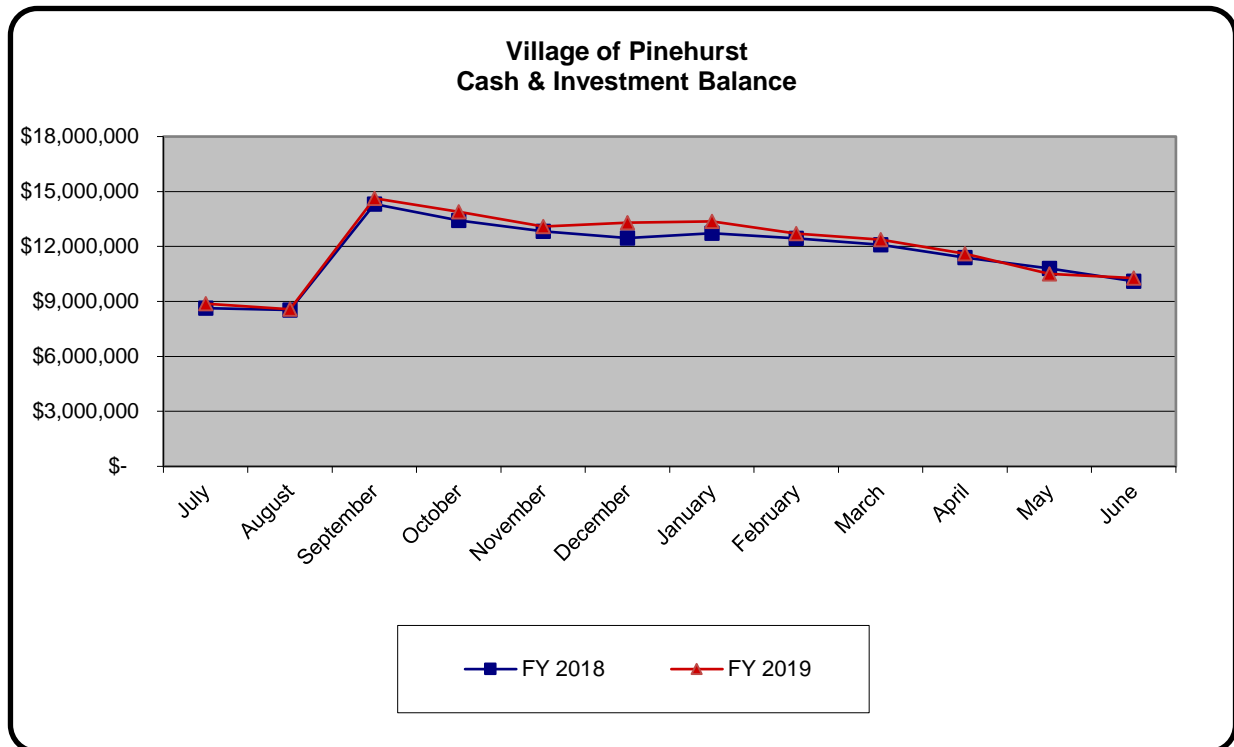
Money Market Mutual Funds	\$ 10,098,954
Interest Bearing Checking Accounts	176,413
Petty Cash	<u>1,100</u>
	<u><u>\$ 10,276,467</u></u>



## Village of Pinehurst Investment Yield Summary

	FY 2018			FY 2019		
	Cash Balance	Investment Earnings	Investment Yield*	Cash Balance	Investment Earnings	Investment Yield*
July	\$ 8,640,436	\$ 6,416	0.85%	\$ 8,882,648	\$ 11,854	1.52%
August	8,533,653	5,740	0.81%	8,573,791	15,605	2.18%
September	14,312,660	7,054	0.75%	14,628,488	17,540	1.84%
October	13,423,626	10,512	0.92%	13,899,345	25,655	2.19%
November	12,835,641	9,637	0.89%	13,097,675	24,559	2.21%
December	12,456,454	10,628	1.02%	13,305,725	26,943	2.48%
January	12,729,139	11,696	1.13%	13,366,194	27,134	2.48%
February	12,448,165	10,752	1.04%	12,696,950	23,531	2.20%
March	12,089,266	13,250	1.31%	12,371,857	25,597	2.48%
April	11,388,653	13,642	1.41%	11,612,375	23,018	2.34%
May	10,803,099	13,363	1.47%	10,503,733	21,712	2.39%
June	10,107,104	33,586	3.91%	10,276,467	19,137	2.24%
Average	<u>\$ 11,647,325</u>	<u>\$ 146,276</u>	1.26%	<u>\$ 11,934,604</u>	<u>\$ 262,285</u>	2.20%

\* Investment yield is presented on an accrual basis.



**Village of Pinehurst**  
**Schedule of Fund Balance - General Fund**  
**June 30, 2019**

	Fund Balance at 06/30/2019	Fund Balance at 06/30/2018
<b>General Fund</b>		
Nonspendable:		
Inventory	\$ 48,427	\$ 39,993
Prepaid Items	20,135	19,878
Restricted:		
Stabilization by State Statute	1,923,503	1,881,641
Public Safety	10,943	2,672
Assigned		
Subsequent year's expenditures	755,967	4,249,380
Unassigned	5,112,998	4,448,274
	<u>\$ 7,871,973</u>	<u>\$ 10,641,838</u>

**Village of Pinehurst**  
**Schedule of Capital Outlay by Function and Activity - General Fund**  
**For the Fiscal Period Ended June 30, 2019**

	Annual Budget	YTD Budget	YTD Expenditures	Remaining Balance
<b><u>Land</u></b>				
Streets & Grounds	\$ 28,150	\$ 28,150	\$ 27,986	\$ 164
Recreation	182,850	182,850	151,875	30,975
Harness Track	42,100	42,100	43,588	(1,488)
	253,100	253,100	223,449	29,651
<b><u>Buildings and Grounds</u></b>				
Police	7,000	7,000	6,985	15
Public Services Administration	67,300	67,300	47,510	19,790
Recreation	21,040	21,040	21,151	(111)
Harness Track	49,900	49,900	43,440	6,460
Fair Barn	37,500	37,500	26,016	11,484
	182,740	182,740	145,102	37,638
<b><u>Equipment and Furniture</u></b>				
Administration	59,054	59,054	58,880	174
Financial Services	1,680	1,680	1,680	-
Human Resources	2,940	2,940	2,940	-
Police	33,868	33,868	28,501	5,367
Fire	85,372	85,372	83,898	1,474
Inspections	1,087	1,087	1,058	29
Public Services Administration	3,830	3,830	3,680	150
Streets & Grounds	199,439	199,439	195,960	3,479
Solid Waste	8,073	8,073	7,457	616
Recreation	12,794	12,794	11,324	1,470
Harness Track	5,296	5,296	4,843	453
Fair Barn	23,066	23,066	22,903	163
Planning	2,343	2,343	2,331	12
Community Development	420	420	420	-
	439,262	439,262	425,875	13,387
<b><u>Vehicles</u></b>				
Administration	7,245	7,245	7,244	1
Police	112,257	112,257	39,779	72,478
Fire	2,476	2,476	2,476	-
Public Services Administration	2,265	2,265	2,264	1
Recreation	5,924	5,924	5,923	1
Harness Track	4,318	4,318	4,317	1
Fair Barn	5,354	5,354	5,354	-
	139,839	139,839	67,357	72,482
<b><u>Infrastructure</u></b>				
Streets & Grounds	161,850	161,850	126,470	35,380
	161,850	161,850	126,470	35,380
Total	\$ 1,176,791	\$ 1,176,791	\$ 988,253	\$ 188,538

% of Capital Outlay Budget Expended

83.98%

Note: This Schedule includes Fleet Maintenance, Buildings & Grounds and Information Technology Capital Outlay.

**Village of Pinehurst**  
**Schedule of General Long Term Debt**  
**June 30, 2019**

	Balance at 06/30/2019	Balance at 06/30/2018	Increase (Decrease)
<b>Fire Station</b>			
\$2,500,000; due in 30 semi-annual payments of fixed principal of \$83,334 plus interest @ 3.44%; collateralized by Fire Station bldg; final payment due on 3/15/20.	\$ 166,666	\$ 333,333	\$ (166,667)
<b>Fair Barn</b>			
\$1,000,000; due in 40 semi-annual payments consisting of fixed principal of \$25,000 plus interest @ 4.60%; collateralized by Fair Barn bldg; final payment due on 3/11/22.	150,000	200,000	(50,000)
<b>2013 Firetruck</b>			
\$550,000; due in 14 semi-annual payments of \$41,917 beginning on 2/1/14; final payment due on 8/1/20; interest @ 1.75%; collateralized by firetruck.	123,621	204,236	(80,615)
	<u>440,287</u>	<u>737,569</u>	<u>(297,282)</u>
<b>Total Pension Liability (LEO) *</b>	1,025,925	1,034,234	(8,309)
<b>Net Pension Liability (LGRS) *</b>	2,480,521	1,621,831	858,690
<b>Accumulated Vacation</b>	656,788	624,425	32,363
	<u>4,163,234</u>	<u>3,280,490</u>	<u>882,744</u>
	<u>\$ 4,603,521</u>	<u>\$ 4,018,059</u>	<u>\$ 585,462</u>

\* Based on an independent annual actuarial valuation

**Village of Pinehurst**  
**Schedule of Budget Amendments - General Fund**  
**For the Fiscal Period Ended June 30, 2019**

	<b>ORIGINAL FY 2019 BUDGET</b>	<b>Amended * Qtr Ended 09/30/18</b>	<b>Amended Qtr Ended 12/31/18</b>	<b>Amended Qtr Ended 03/31/19</b>	<b>Amended Qtr Ended 06/30/19</b>	<b>Total Amendments</b>	<b>Amended FY 2019 Budget</b>
<b>REVENUES</b>							
Ad valorem taxes	\$ 10,250,000	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000	\$ 10,295,000
Unrestricted Intergov't Revenues	5,712,000	-	-	97,000	-	97,000	5,809,000
Restricted Intergov't Revenues	545,100	-	-	205,886	-	205,886	750,986
Permits & Fees	714,500	-	-	-	-	-	714,500
Sales & Services	722,600	-	-	(62,000)	-	(62,000)	660,600
Assessments	25,900	-	-	-	-	-	25,900
Other Revenues	236,580	-	-	72,885	-	72,885	309,465
Investment Income	96,000	-	-	100,000	-	100,000	196,000
Appropriated Fund Balance	4,249,380	359,040	335,265	(104,924)	-	589,381	4,838,761
<b>TOTAL REVENUES</b>	<b>\$ 22,552,060</b>	<b>\$ 359,040</b>	<b>\$ 335,265</b>	<b>\$ 353,847</b>	<b>\$ -</b>	<b>\$ 1,048,152</b>	<b>\$ 23,600,212</b>
<b>OPERATING EXPENDITURES</b>							
Governing Body	150,100	-	-	-	(4,500)	(4,500)	145,600
Administration	1,264,710	3,900	-	10,000	1,000	14,900	1,279,610
Financial Services	673,400	-	-	-	(33,800)	(33,800)	639,600
Human Resources	514,840	8,163	-	(50,000)	-	(41,837)	473,003
Police	3,225,280	10,936	(6,000)	13,262	(10,500)	7,698	3,232,978
Fire	2,757,020	55,455	9,850	(17,600)	-	47,705	2,804,725
Inspections	227,570	-	-	-	9,400	9,400	236,970
Public Services Administration	440,280	250	-	(2,000)	5,000	3,250	443,530
Streets & Grounds	1,536,460	2,745	(1,000)	228,600	25,000	255,345	1,791,805
Powell Bill	1,100,000	-	-	-	-	-	1,100,000
Solid Waste	1,447,180	-	-	107,800	13,000	120,800	1,567,980
Planning	833,450	96,625	-	-	16,800	113,425	946,875
Community Development	234,740	-	-	5,000	(5,000)	-	234,740
Recreation	1,565,240	23,729	(11,500)	(10,239)	(18,400)	(16,410)	1,548,830
Library	100,000	-	-	-	25,000	25,000	125,000
Harness Track	527,780	2,320	7,000	400	12,400	22,120	549,900
Fair Barn	346,450	-	-	(1,600)	(6,900)	(8,500)	337,950
Contingency	100,000	-	-	-	(25,000)	(25,000)	75,000
Debt Service	320,160	-	-	-	-	-	320,160
Other Financing Uses	4,068,900	-	335,265	-	165,000	500,265	4,569,165
Total Operating Expenditures	21,433,560	204,123	333,615	283,623	168,500	989,861	22,423,421
<b>CAPITAL EXPENDITURES</b>							
Administration	28,776	36,000	-	523	1,000	37,523	66,299
Financial Services	1,680	-	-	-	-	-	1,680
Human Resources	2,940	-	-	-	-	-	2,940
Police	159,281	-	-	344	(6,500)	(6,156)	153,125
Fire	41,607	10,527	(9,850)	37,564	8,000	46,241	87,848
Inspections	1,087	-	-	-	-	-	1,087
Public Services Administration	61,731	-	11,500	164	-	11,664	73,395
Streets & Grounds	388,939	30,000	-	(14,500)	(15,000)	500	389,439
Solid Waste	8,073	-	-	-	-	-	8,073
Planning	2,343	-	-	-	-	-	2,343
Community Development	420	-	-	-	-	-	420
Recreation	238,289	49,890	45,000	45,429	(156,000)	(15,681)	222,608
Harness Track	117,802	28,500	(45,000)	312	-	(16,188)	101,614
Fair Barn	65,532	-	-	388	-	388	65,920
Total Capital Expenditures	\$ 1,118,500	\$ 154,917	\$ 1,650	\$ 70,224	\$ (168,500)	\$ 58,291	\$ 1,176,791
<b>TOTAL EXPENDITURES</b>	<b>\$ 22,552,060</b>	<b>\$ 359,040</b>	<b>\$ 335,265</b>	<b>\$ 353,847</b>	<b>\$ -</b>	<b>\$ 1,048,152</b>	<b>\$ 23,600,212</b>

\* Includes \$332,040 that was reappropriated from FY 2018.



**Village of Pinehurst  
Schedule of Encumbrances  
For the Fiscal Period Ended June 30, 2019**

	<b>Annual Budget as of 06/30/2019</b>	<b>YTD as of 06/30/2019</b>	<b>Encumbered Amount</b>	<b>Unencumbered Balance</b>
<b>GENERAL FUND</b>				
<b>Operating Expenditures</b>				
Governing Body	\$ 145,600	\$ 107,832	\$ -	\$ 37,768
Administration	1,279,610	1,157,493	-	122,117
Financial Services	639,600	591,301	-	48,299
Human Resources	473,003	404,535	-	68,468
Police	3,232,978	3,007,772	-	225,206
Fire	2,804,725	2,657,857	-	146,868
Inspections	236,970	224,666	-	12,304
Public Services Administration	443,530	414,064	-	29,466
Streets & Grounds	1,791,805	1,707,489	-	84,316
Powell Bill Funds	1,100,000	1,099,936	-	64
Solid Waste	1,567,980	1,503,478	-	64,502
Recreation	1,548,830	1,412,762	-	136,068
Library	125,000	125,000	-	-
Harness Track	549,900	508,837	-	41,063
Fair Barn	337,950	288,542	-	49,408
Planning	946,875	825,546	30,418	90,911
Community Development	234,740	182,478	-	52,262
Fleet Maintenance	730,355	670,747	-	59,608
B&G Maintenance	1,151,430	1,069,699	-	81,731
Information Technology	1,080,620	942,444	-	138,176
Debt Service	320,160	319,052	-	1,108
Contingency	75,000	-	-	75,000
<b>Total Operating Expenditures *</b>	<b>20,816,661</b>	<b>19,221,530</b>	<b>30,418</b>	<b>1,564,713</b>
<b>Capital Outlay Expenditures</b>				
Administration	66,299	66,124	-	175
Financial Services	1,680	1,680	-	-
Human Resources	2,940	2,940	-	-
Police	153,125	75,265	69,998	7,862
Fire	87,848	86,374	-	1,474
Inspections	1,087	1,058	-	29
Public Services Administration	73,395	53,454	-	19,941
Streets & Grounds	389,439	350,416	-	39,023
Solid Waste	8,073	7,457	-	616
Recreation	222,608	190,273	-	32,335
Harness Track	101,614	96,188	-	5,426
Fair Barn	65,920	54,273	-	11,647
Planning	2,343	2,331	-	12
Community Development	420	420	-	-
Fleet Maintenance	382,079	301,572	-	80,507
B&G Maintenance	468,179	416,089	-	52,090
Information Technology	42,000	42,000	-	-
<b>Total Capital Outlay Expenditures *</b>	<b>2,069,049</b>	<b>1,747,914</b>	<b>69,998</b>	<b>251,137</b>
<b>Transfer to Community Center CPF</b>	<b>4,569,165</b>	<b>4,569,165</b>	<b>-</b>	<b>-</b>
<b>Charges to Other Departments *</b>	<b>(3,854,663)</b>	<b>(3,442,551)</b>	<b>-</b>	<b>(412,112)</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 23,600,212</b>	<b>\$ 22,096,058</b>	<b>\$ 100,416</b>	<b>\$ 1,403,738</b>
<b>COMMUNITY CENTER CAPITAL PROJECT FUND</b>				
<b>Capital Expenditures</b>				
Design & Engineering Costs	\$ 344,000	\$ 293,694	\$ 25,198	\$ 25,108
Construction Costs	4,569,165	2,106,996	2,119,933	342,236
<b>TOTAL CAPITAL PROJECT FUND EXPENDITURES</b>	<b>\$ 4,913,165</b>	<b>\$ 2,400,690</b>	<b>\$ 2,145,131</b>	<b>\$ 367,344</b>

\* In this schedule, General Fund operating and capital expenditures are overstated due to internal service allocation budgets appearing in both the internal service departments (Fleet, B&G, & IT) and the department to which the expenditure is eventually allocated. Total expenditures, however, reflect the actual General Fund budget.

**Village of Pinehurst**  
**Schedule of Ad Valorem Property Tax Collections**  
**For the Fiscal Period Ended June 30, 2019**

**Real and Personal**

Tax Year	For the Fiscal Period Ended June 30, 2019			For the Fiscal Period Ended June 30, 2018		
	Budgeted Collections	Gross Collections	% Collected Through 06/30/2019	Budgeted Collections	Gross Collections	% Collected Through 06/30/2018
Third Prior Year	\$ -	\$ 2,404	100.00%	\$ -	\$ 1,185	100.00%
Second Prior Year	-	6,236	100.00%	-	625	100.00%
First Prior Year	5,000	4,608	92.16%	5,000	2,864	57.28%
Current Year	9,642,000	9,656,808	100.15%	9,506,000	9,504,164	99.98%
	<u>\$ 9,647,000</u>	<u>\$ 9,670,056</u>	<u>100.24%</u>	<u>\$ 9,511,000</u>	<u>\$ 9,508,838</u>	<u>99.98%</u>

**Motor Vehicles**

Tax Year	For the Fiscal Period Ended June 30, 2019			For the Fiscal Period Ended June 30, 2018		
	Budgeted Collections	Gross Collections	% Collected Through 06/30/2019	Budgeted Collections	Gross Collections	% Collected Through 06/30/2018
Third Prior Year	\$ -	\$ 902	100.00%	\$ -	\$ 668	100.00%
Second Prior Year	-	-	0.00%	-	-	0.00%
First Prior Year	2,000	-	0.00%	2,000	-	0.00%
Current Year	646,000	667,468	103.32%	613,000	626,710	102.24%
	<u>\$ 648,000</u>	<u>\$ 668,370</u>	<u>103.14%</u>	<u>\$ 615,000</u>	<u>\$ 627,378</u>	<u>102.01%</u>

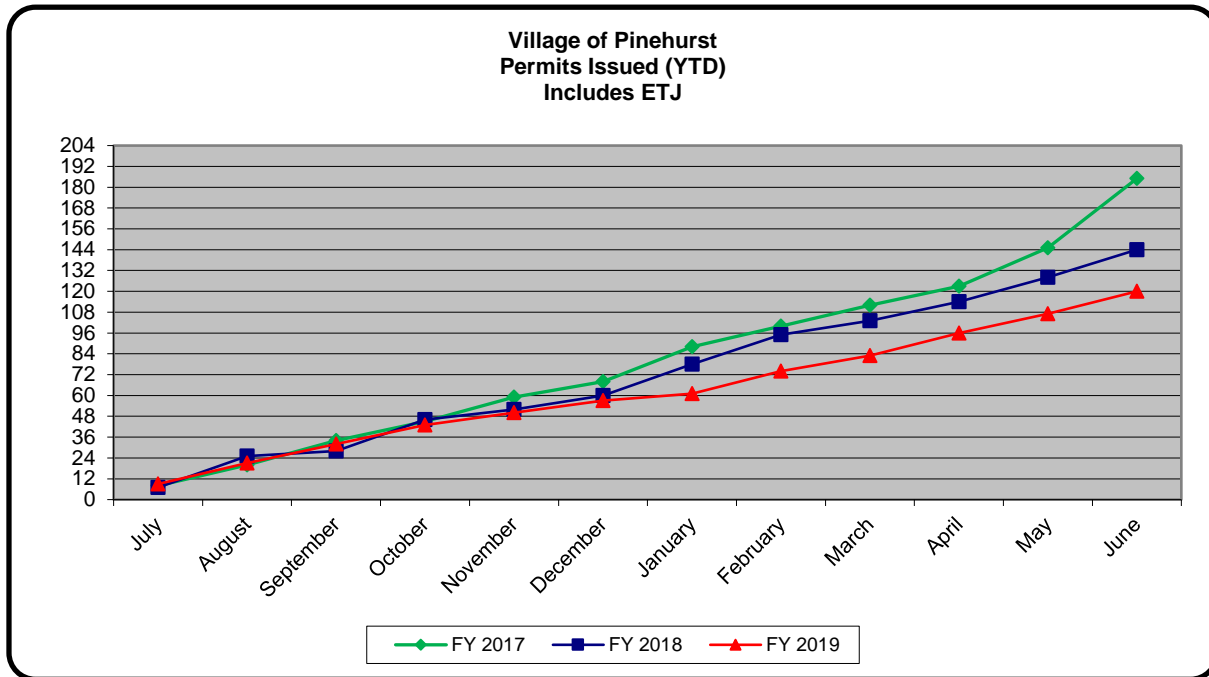
**Village of Pinehurst**  
**Schedule of Ad Valorem Property Tax Levy**  
**For the Fiscal Period Ended June 30, 2019**

<b>Property Valuation</b>				
	For the Fiscal Period Ended June 30, 2019	For the Fiscal Period Ended June 30, 2018	Dollar Increase (Decrease)	Percentage Increase (Decrease)
Real & Personal Motor Vehicles	\$ 3,276,610,068	\$ 3,223,517,889	\$ 53,092,179	1.65%
	226,565,802	211,921,657	14,644,145	6.91%
	<u>\$ 3,503,175,870</u>	<u>\$ 3,435,439,546</u>	<u>\$ 67,736,324</u>	<u>1.97%</u>

<b>Levy</b>				
	For the Fiscal Period Ended June 30, 2019	For the Fiscal Period Ended June 30, 2018	Dollar Increase (Decrease)	Percentage Increase (Decrease)
Real & Personal Motor Vehicles	\$ 9,667,660	\$ 9,510,918	\$ 156,742	1.65%
	666,353	625,822	40,531	6.48%
	<u>\$ 10,334,013</u>	<u>\$ 10,136,740</u>	<u>\$ 197,273</u>	<u>1.95%</u>

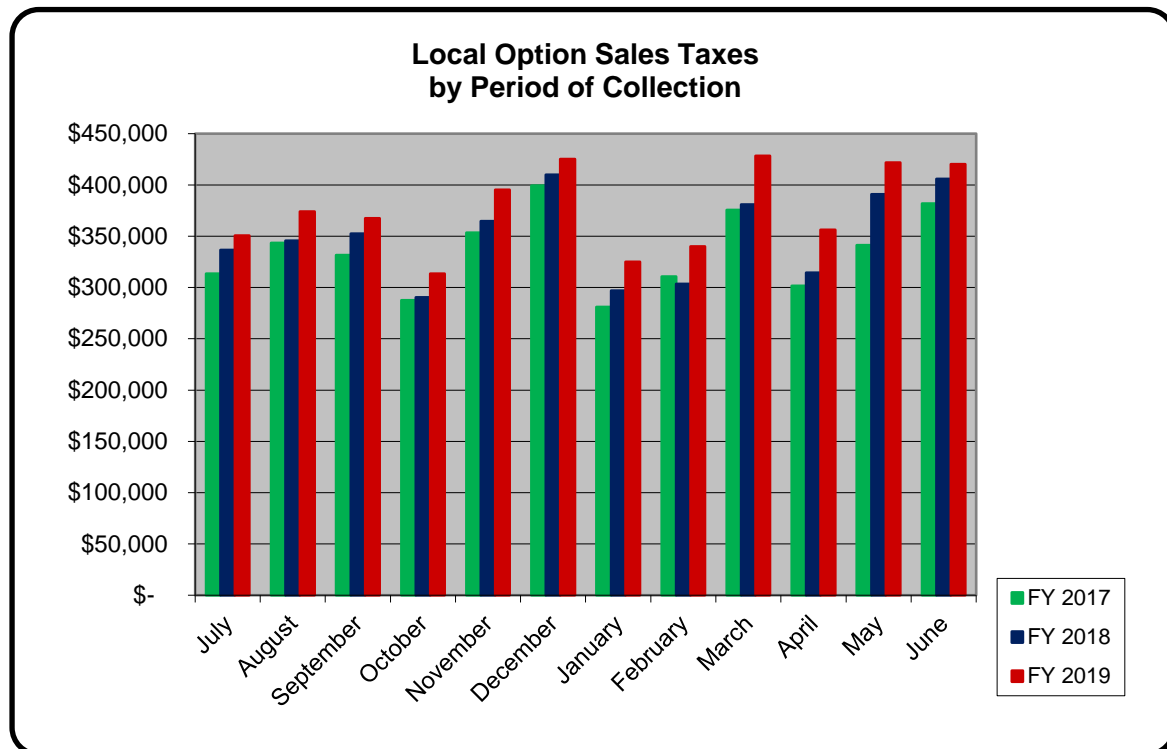
**Village of Pinehurst  
Residential Building Permits - Includes ETJ**

	FY 2017		FY 2018		FY 2019		Construction
	# of	Est.	# of	Est.	# of	Est.	Costs
	Permits	Construction	Permits	Construction	Permits	Construction	Percentage
	Issued	Costs	Issued	Costs	Issued	Costs	Change YTD
July	8	\$ 1,645,500	7	\$ 1,691,850	11	\$ 2,707,900	60.06%
August	12	2,054,017	18	3,158,655	12	2,037,903	-2.16%
September	14	2,822,730	3	2,174,900	11	3,748,750	20.91%
October	11	2,910,900	18	4,675,000	11	3,826,000	5.30%
November	14	3,596,000	6	2,984,550	7	2,338,600	-0.18%
December	9	2,142,068	8	1,589,700	5	1,939,800	1.99%
January	20	4,035,250	18	3,414,632	6	2,643,040	-2.27%
February	12	2,659,500	17	4,524,452	13	1,400,000	-14.75%
March	12	5,589,000	8	1,756,700	9	2,055,550	-12.60%
April	11	2,566,718	11	2,206,400	13	2,372,968	-11.02%
May	11	1,017,000	14	4,567,000	11	3,582,210	-12.49%
June	27	6,129,915	16	5,748,500	13	5,748,658	-10.63%
YTD	161	\$ 37,168,598	144	\$ 38,492,339	122	\$ 34,401,379	



**Village of Pinehurst  
Local Option Sales Taxes**

	FY 2017	FY 2018	FY 2019	Same Month Change From Prior Year
July	\$ 313,585	\$ 336,443	\$ 350,690	4.23%
August	343,487	345,760	374,077	8.19%
September	331,600	352,649	367,404	4.18%
October	287,484	290,344	313,447	7.96%
November	353,315	364,829	395,196	8.32%
December	399,256	409,840	425,352	3.78%
January	281,108	296,850	324,936	9.46%
February	310,699	303,470	339,985	12.03%
March	375,539	381,053	428,386	12.42%
April	301,667	314,470	356,115	13.24%
May	341,122	390,927	421,823	7.90%
June	381,696	405,916	420,123	3.50%
YTD	<u>\$ 4,020,558</u>	<u>\$ 4,192,551</u>	<u>\$ 4,517,534</u>	



**Village of Pinehurst**  
**Schedule of Fair Barn Revenues and Expenditures**  
**For the Fiscal Period Ended June 30, 2019**

	<b>Annual Budget as of 06/30/2019</b>	<b>Quarterly Budget as of 06/30/2019</b>	<b>Actual 06/30/2019</b>	<b>YTD as of 06/30/2018</b>	<b>Current Year Over (Under) Prior Year</b>	<b>% of 2019 Budget Spent / Received YTD</b>
<b><u>Fair Barn</u></b>						
Revenues	\$ 223,000	\$ 223,000	\$ 282,030	\$ 312,218	\$ (30,188)	126.47%
Expenditures						
Operating	337,950	337,950	288,540	271,457	17,083	85.38%
Capital	65,920	65,920	54,273	121,325	(67,052)	82.33%
Debt Service	<u>58,625</u>	<u>58,625</u>	<u>58,626</u>	<u>60,926</u>	<u>(2,300)</u>	<u>100.00%</u>
	<u>462,495</u>	<u>462,495</u>	<u>401,439</u>	<u>453,708</u>	<u>(52,269)</u>	<u>86.80%</u>
Net <u>Before</u> Discounts	<u>(239,495)</u>	<u>(239,495)</u>	<u>(119,409)</u>	<u>(141,490)</u>	<u>22,081</u>	<u>49.86%</u>
Event Revenue Discounts			<u>(46,206)</u>	<u>(49,871)</u>	<u>3,665</u>	
Net <u>After</u> Discounts	<u>\$ (239,495)</u>	<u>\$ (239,495)</u>	<u>\$ (165,615)</u>	<u>\$ (191,361)</u>	<u>\$ 25,746</u>	<u>69.15%</u>
Operating Revenues as a % of Operating Expenditures - <b>Before Discounts</b>	66%	66%	98%	115%		
Operating Revenues as a % of Operating Expenditures - <b>After Discounts</b>	66%	66%	82%	97%		
Target			95%			

**Village of Pinehurst**  
**Schedule of Harness Track Revenues and Expenditures**  
**For the Fiscal Period Ended June 30, 2019**

	<b>Annual Budget as of 06/30/2019</b>	<b>Quarterly Budget as of 06/30/2019</b>	<b>Actual 06/30/2019</b>	<b>YTD as of 06/30/2018</b>	<b>Current Year Over (Under) Prior Year</b>	<b>% of 2019 Budget Spent / Received YTD</b>
<b><u>Harness Track</u></b>						
Revenues	\$ 235,600	\$ 235,600	\$ 243,221	\$ 252,801	\$ (9,580)	103.23%
Expenditures						
Operating	549,900	549,900	508,837	479,288	29,549	92.53%
Capital	<u>101,614</u>	<u>101,614</u>	<u>96,189</u>	<u>91,135</u>	<u>5,054</u>	<u>94.66%</u>
	<u>651,514</u>	<u>651,514</u>	<u>605,026</u>	<u>570,423</u>	<u>34,603</u>	<u>92.86%</u>
Net	<u>\$ (415,914)</u>	<u>\$ (415,914)</u>	<u>\$ (361,805)</u>	<u>\$ (317,622)</u>	<u>\$ (44,183)</u>	<u>86.99%</u>
Operating Revenues as a % of Operating Expenditures	43%	43%	48%	53%		
Target			60%			



**DISCUSS AND CONSIDER AMENDING THE MUNICIPAL CODE FOR  
YARD DEBRIS COLLECTION.  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Jeff Batton

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

10/10/2019

**MEMO DETAILS:**

The attached Municipal Code amendment is an attempt to codify and more clearly define long-standing practice in relation to Village curbside yard debris collection services.

It has been the Village's long-standing practice that commercial lawn services be required to remove and dispose of the yard debris they generate when providing services to commercial and residential units.

For the most part it is our belief that the majority of lawn services already remove debris from the premise they are serving and the requested ordinance change is only intended to provide staff with a recourse if absolutely necessary.

Thanks.

**ATTACHMENTS:**

Description

▣ Ordinance 19-21



**ORDINANCE #19-21:**

**AN ORDINANCE AMENDING CHAPTER 50, SOLID WASTE OF THE VILLAGE OF PINEHURST MUNICIPAL CODE.**

**THAT, WHEREAS,** the Village Council of the Village of Pinehurst adopted an ordinance dated October 20, 1980, establishing and implementing certain authorized police powers for the purpose of prescribing regulations governing conditions detrimental to the health, safety, and welfare of its citizens; and

**WHEREAS,** on September 13, 2011 the Village Council of the Village of Pinehurst adopted Ordinance 11-25 which adopted the general ordinances of the Village of Pinehurst as revised, amended, restated, codified, and compiled in book form and declared that these shall constitute the “Village of Pinehurst, North Carolina Municipal Code;” and

**WHEREAS,** the Municipal Code will be subsequently amended from time to time as conditions warrant; and

**WHEREAS,** the Village Council has determined that it is in the best interest of the citizens of Pinehurst to amend Chapter 50, Section 50.10 Yard Waste Collection in the Pinehurst Municipal Code.

**NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED** by the Village Council of the Village of Pinehurst, North Carolina in the regular meeting assembled this 22<sup>nd</sup> day of October, 2019 as follows:

**SECTION 1.** That the following amendments be made to Section 50.10:

**§ 50.10 YARD WASTE COLLECTION.**

(A) Shrubbery trimmings, tree trimmings, lawn clippings, sticks, pinecones, yard rakings and the like shall only be collected when deposited loose and un-bagged in the proper receptacle and placed curbside as provided in this division. No material or receptacle shall be placed in any street, gutter, canal or ditch where it would prevent or divert the flow of stormwater or interfere in any way with any storm drainage system or interfere with public use of any street.

(B) Tree limbs shall not be more than four feet in length or six inches in diameter. If tree limbs do not fit in cart with cover secure, they shall be placed adjacent to and spaced three feet from container with tree limbs securely tied in bundles not more than 18 inches in diameter and four feet in length.

(C) No material such as trees, shrubbery or underbrush resulting from the clearing of vacant land will be picked up by the village or agents of the village.

**(D) Yard debris, tree trimmings, logs, branches, etc. generated on residential and commercial properties by private lawn, garden and tree maintenance services is required to be removed from the premises and properly disposed of in a permitted landfill by the service. This requirement is inclusive of any individual residences.**

**commercial businesses and any development with common grounds that are maintained, such as condominium complexes, townhome developments, etc. Townhomes and residential units where a portion of vegetative outdoor space, greater than 150' sf in size, is individually owned by the resident is eligible for curbside yard debris collection.**

~~(D)~~ **(E)** Collection of yard debris shall occur once a week on a regular schedule as designated by the Public Services Director, unless holidays or inclement weather prevent the provision of this service. In the event of holidays, the collection of yard debris shall occur on the next business day unless inclement weather prevents the provision of this service.

**(F) These requirements may be suspended or modified by the Public Services Director during times of FEMA declared natural disasters.**

**SECTION 3.** That this Ordinance amendment shall be and remain in full force and effect from and after the date of its adoption.

**THIS ORDINANCE** is passed and adopted this 22<sup>nd</sup> day of October, 2019.

VILLAGE OF PINEHURST  
VILLAGE COUNCIL

(Municipal Seal)

By: \_\_\_\_\_

Nancy Roy Fiorillo, Mayor

Attest:

Approved as to Form: \_\_\_\_\_

\_\_\_\_\_  
Beth Dunn, Village Clerk

\_\_\_\_\_  
Michael J. Newman, Village Attorney



**RECEIVE THE RISK MANAGEMENT COMMITTEE'S ANNUAL REPORT  
AND TO CONSIDER THE RECOMMENDATIONS FOR THE EMPLOYEE  
HEALTH BENEFIT PLANS.  
ADDITIONAL AGENDA DETAILS:**

**FROM:**

Jeff Batton

**CC:**

Jeff Sanborn

**DATE OF MEMO:**

10/10/2019

**MEMO DETAILS:**

Each year at this time, the Risk Management Committee (RMC) brings forth the annual report of business insurance expenses and makes recommendations to the Manager and Council for the employee health benefit package for the upcoming calendar year.

Attached is a full report from the RMC and I'll make a presentation Tuesday night to review the highlights in the report.

Should Council agree with the benefit recommendations, a motion authorizing execution of the medical and dental insurance contracts will be necessary due to the contract amounts. The remaining contracts for vision, AD&D, and disability are under the Manager's contract threshold for execution.

Thanks.

**ATTACHMENTS:**

Description

- ☐ RMC Annual Report
- ☐ RMC Presentation



## **Annual Report of The Risk Management Committee**

***RMC Mission: To serve as consultant, advisor and review team for all items related to the Village's management of risk as well as the employee health and safety programs.***

### **Risk Management Committee:**

- Jeff Batton, Assistant Village Manager of Operations (Chair)
- Brooke Hunter, Financial Services Director
- Angie Kantor, Human Resources Director
- Mr. Bruce Hockman, Volunteer Citizen
- Mr. Dick White, Volunteer Citizen

**October 22, 2019**

## **Introduction**

The Risk Management Committee (RMC) produces this report annually to highlight operations under the purview of the RMC. The RMC is directly involved in determining coverage limits, plan designs, guiding negotiations and selecting and recommending the best insurance programs for the Village as well as conducting reviews, evaluations and offering suggestions in many areas of loss control.

The RMC holds general business meetings quarterly with additional meetings held in the fall for health insurance benefit renewal deliberations and in the spring for property/liability/workers compensation renewal.

The Village utilizes a combination of knowledgeable citizen volunteers and appropriate Village staff to:

- review accident/injury reports for trends,
- review and comment as necessary on the activity reports of the Safety and Wellness Committees,
- review and recommend the annual medical employee benefit plan,
- review and recommend the property, liability and workers compensation plans and,
- ensure that new loss control ideas and information are brought forth for consideration.

## **Contents**

Section 1:	Employees Benefit Plan Recommendations
Section 2:	Business Insurance Program
Section 3:	Workers' Compensation Program
Section 4:	Other Work by the Committee

## **Section 1: Employee Benefit Plan Recommendations**

Medical, vision, dental, life, and accidental death and dismemberment (AD&D) coverage is currently provided to all regular full-time employees with coverage fully funded by the Village of Pinehurst. Regular part-time employees (non-seasonal) are eligible for partial Village-funded coverage. All of the employee health benefit coverages run on a calendar year basis.

For 2020 medical coverage, six different options were considered from four different providers.

**A. Medical:** FirstCarolina Care (FCC) is the current provider for medical coverage for all full-time staff. Dependent coverage is available to all full-time employees and is currently paid by the employee at a rate of 95% of actual cost for 2019. This Village subsidy of 5% is being reduced to 0% for 2020 and completes a multi-year phase out of the subsidy.

***Recommendation:*** The RMC recommends changing the provider for medical to CIGNA for calendar year 2020. There are no plan changes and no rate increase (0%) for 2020. The change is being recommended for two reasons. The CIGNA network for specialists, physicians and hospitals is considerably larger and provides more choices for staff when seeking in-network services. The second is the opportunity to profit share under a program called Level Funding. Under this program the Village's premium per employee is stable (as it is currently) but if our account shows premiums exceed claims plus administration expenses, then we can split that profit with CIGNA.

The national trend for medical cost increase (inflation) for 2020 is projected to be approximately 6.0% [\*\(1\)\*](#).

**B. Vision:** Principal is our current provider of vision coverage. Dependent coverage is available for purchase by the employee at 100% of actual cost.

***Recommendation:*** The RMC recommends the Village remain with Principal with no rate increase (0%) for 2020.

**C. Dental:** Principal is the current dental insurance provider. Dependent coverage is available for purchase by the employee at 100% of actual cost.

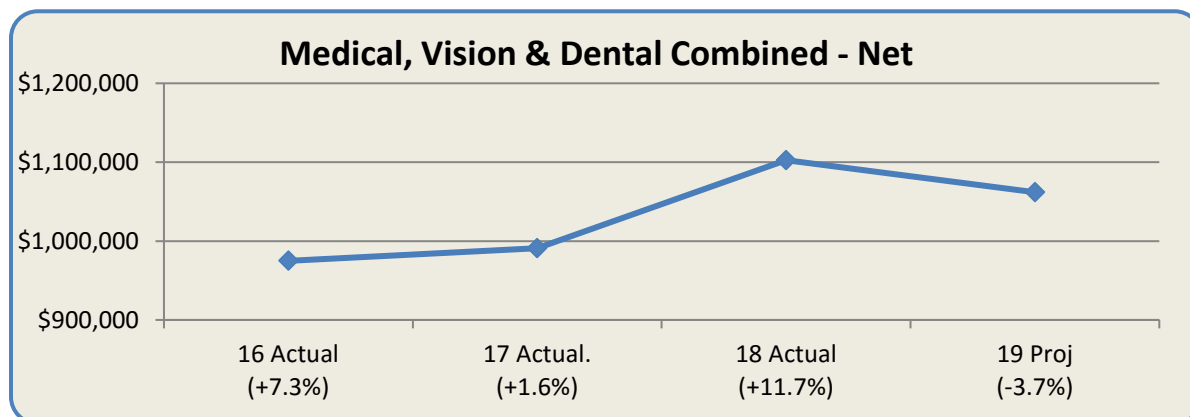
***Recommendation:*** The RMC recommends the Village remain with Principal, at a 5% increase; equating to approximately \$4,000.

**D. Net Financial Impact:** The **net** financial premium paid (total premium less employee withholdings for dependent coverage) by the Village when combining, medical, vision, and dental for calendar year 2020 is estimated at \$1,105,567 which represents a 4.1% increase over the projected 2019 expense of \$1,061,702. The main reason for this projected cost difference is due to the many vacancies experienced throughout 2019.

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[\*\(1\) June 2019, PwC Health Research Institute Report\*](#)

The graph below shows the combined **net** health insurance benefit cost for the previous three years with a projection for calendar year 2019. The net cost is directly affected by turnover rates, lapsed time in filling vacancies, number of staff, and selection/subsidy of dependent coverage. As a result, even though we may receive a rate increase it does not automatically mean we will pay an equal amount in additional premium.



**D. Opt Out Option:** The Village allows employees to opt out of coverage. This allows certain individuals to utilize their own insurance at a lower cost to them personally. The Village also saves the employee premium when one opts out.

**E. Life:** Principal is the current provider of Life. Benefit is \$25,000 or \$50,000 upon death depending on the position in the organization.

**Recommendation:** The RMC recommends remaining with Principal which has quoted a 0% rate increase per person.

**F. AD&D:** US Able is the current provider of AD&D.

**Recommendation:** The RMC recommends remaining with US Able which has quoted a 0% increase.

**F. Long Term Disability:** Principal is the current provider for long-term disability that is provided as an added benefit for the Senior Management/Leadership Team. This benefit's cost to the Village is based on payroll.

**Recommendation:** The RMC recommends remaining with Principal which has quoted a 0% rate increase for 2020 however the amount paid for the year will rise approximately \$150 or 2% as a result of pay increases.

**G. Flexible Spending Accounts:** Flores & Associates is the current administrator for the flexible spending account options for employees to have childcare expenses and qualifying medical expenses deducted pre-tax from paychecks (as permitted by IRS regulations).

**Recommendation:** The RMC recommends remaining with Flores & Associates. The cost of administering this program is approximately \$2,400 for 2020 and is a 0% increase over 2019.

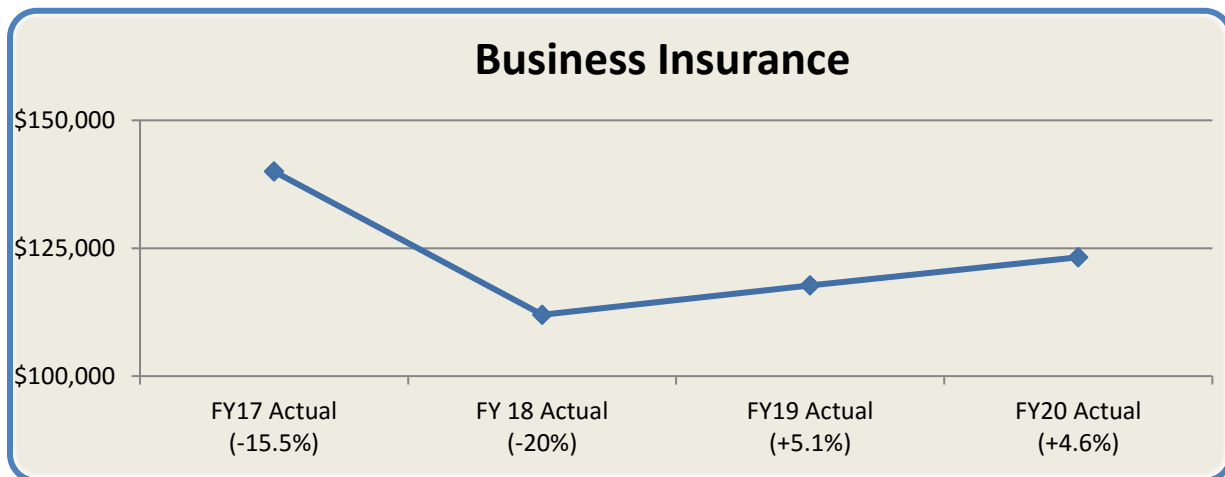
**H. Other:** The RMC also selects companies for elective coverage such as short-term disability, life insurance, etc. that employees may choose to purchase with the employee paying 100% of the cost. USABLE and Aflac are the current providers and their rates remain unchanged.

## **Section 2: Business Insurance Program**

The Business Insurance Program includes all property and liability insurance coverages. All liability and property coverages, with the exception of the Harness Track and the Finance Director's required bonding, are through the Interlocal Risk Financing Fund of NC. This program is administered by the North Carolina League of Municipalities (NCLM). The Harness Track property requires special coverage and is handled through Markel Insurance and the bond for the Finance Director is provided by Travelers.

All of the above referenced coverages are renewed on a fiscal year basis. The combined premium for these coverages for FY 2020 is \$123,225 which is approximately a 4.6% increase over the current year. The Village is insured at \$5,000,000 per occurrence for most types of liability and insures approximately \$30 million in real property for FY 2020.

Shown in the graph below are the premiums paid for the last three years plus the actual for FY 2020.



*Premium paid is based on a five year experience modifier and the value of property.*

The FY2020 actual premium paid is to insure the existing assets as of July 1, 2019. The premium paid does not include the new Community Center. When that is added we anticipate the additional premium to be approximately \$2,450.

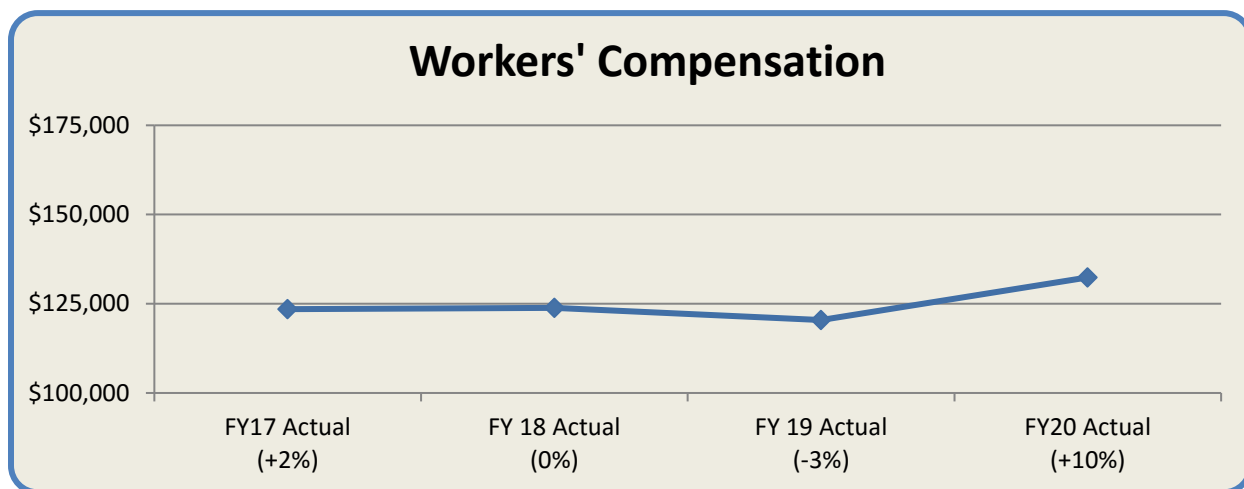


### **Section 3: Workers Compensation Program**

The Workers' Compensation program covers medical expenses and lost wages incurred by any employee due to work related injury. Workers' Compensation (W/C) insurance is through the N.C. Interlocal Risk Management Agency. This program is administered by the NCLM.

Workers' Compensation coverage is renewed on a fiscal year basis. The premium for FY 2020 is \$132,373 which represents a 10% increase from the previous year.

The graph below shows the premiums paid for the previous three years plus the actual for FY 2020.



*Premium paid is based on payroll and a rolling three year experience modifier that represents a composite of injuries and lost work time.*

### **Section 4: Other Work by the Committee**

The Village has a Wellness Committee and a Safety Committee that operate under the umbrella of RMC. Safety is chaired by Chief Carlton Cole and Wellness is chaired by Nicole Benbow. RMC receives quarterly update reports on all activities of these committees.



# Risk Management Committee Annual Report

Risk Management Committee:

Jeff Batton, Administration

Angie Kantor, Human Resources

Brooke Hunter, Financial Services

Bruce Hockman, Citizen

Dick White, Citizen

October 22, 2019





# Risk Management Annual Report

## Agenda

- Committee's Mission Statement
- Health Benefit Recommendations
- Business Insurance Program
- Workers Compensation
- Other Items
- Questions





# Risk Management Annual Report

## **Mission Statement:**

“To serve as consultant, advisor and review team for all items related to the Village’s management of risk as well as the employee health and safety programs.”





# Risk Management Annual Report

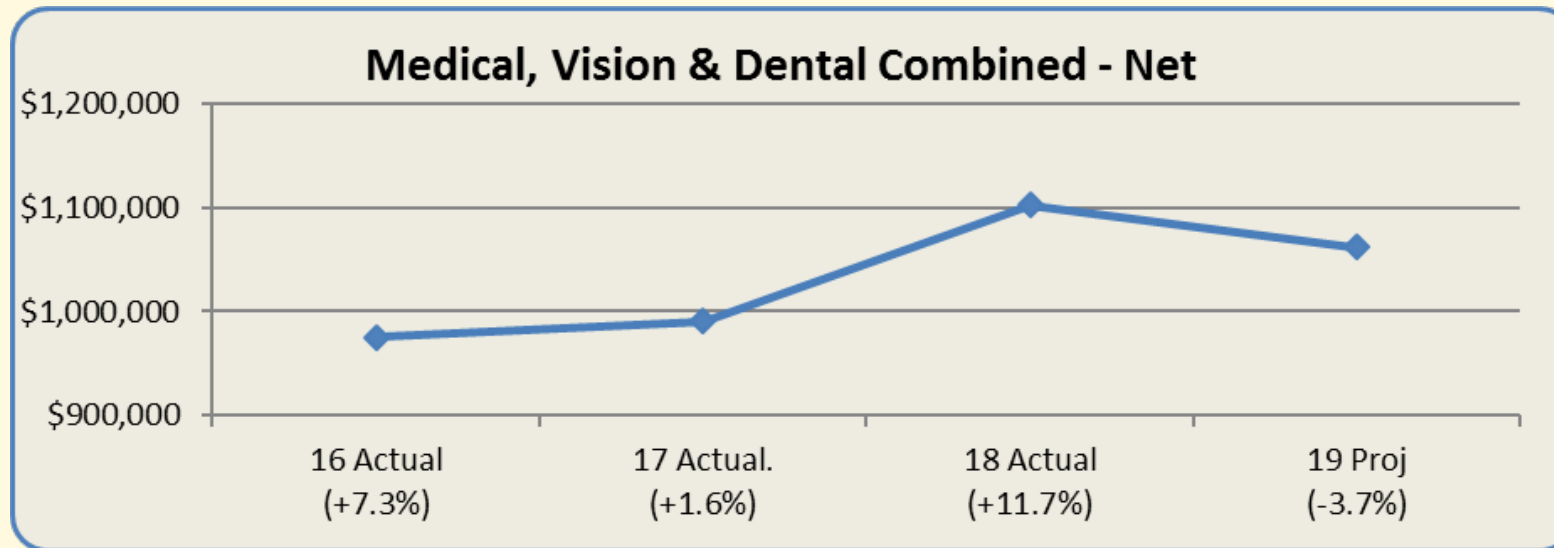
## Health Benefit Recommendations:

- Medical - CIGNA (0% - Level Funding)
- Vision – Principal (0%)
- Dental - Principal (+5.5% - \$4,000)





# Risk Management Annual Report



Net Premium = Premium - Withholdings

2019 Net Estimate (10/2018): \$1,115,186

2019 Revised Net Estimate: \$1,061,702

2020 Net Estimate: \$1,105,567 (+4.1%)





# Risk Management Annual Report

## Health Benefit Recommendations (Con't)

- Life and AD&D – Principal (0%)
- LTD – Principal (0% Rate/+2% Cost = \$240/yr)
- Opt Out Option Available
- Elective Coverages – USAbile & Aflac (0% Rates)
- Flexible Spending Accounts – Flores & Associates (0%)





# Risk Management Annual Report

## Business Insurance:

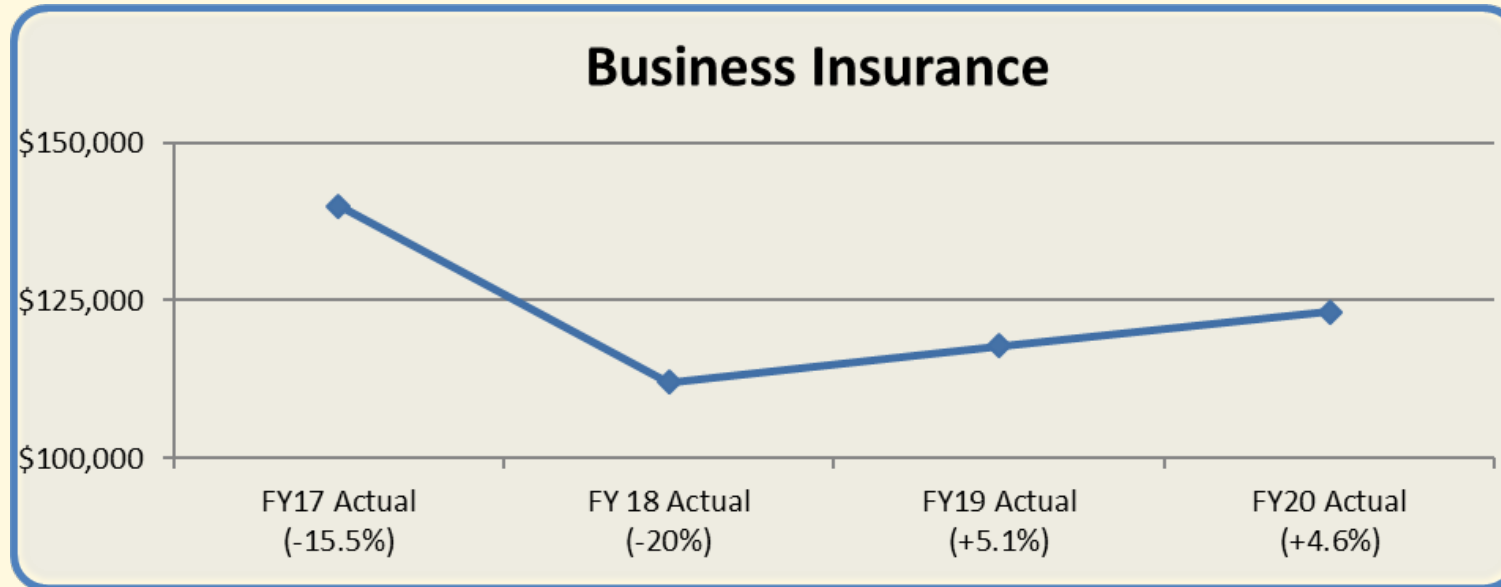
- All Property and Liability Insurance (except Harness Track)  
Insurer: Interlocal Risk Financing Fund of NC (NCLM)
- Harness Track General Liability and Property  
Insurer: Markel Insurance
- Finance Director Bond (Required in G.S.)  
Insurer: Travelers







# Risk Management Annual Report



FY 2020 Premium: \$123,225 (+4.6%)

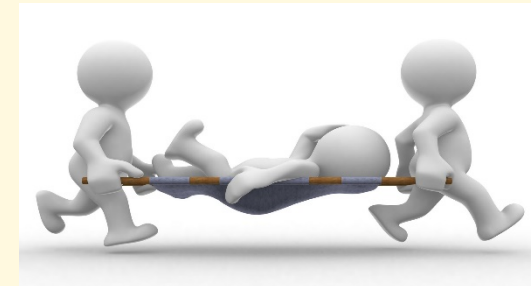




# Risk Management Annual Report

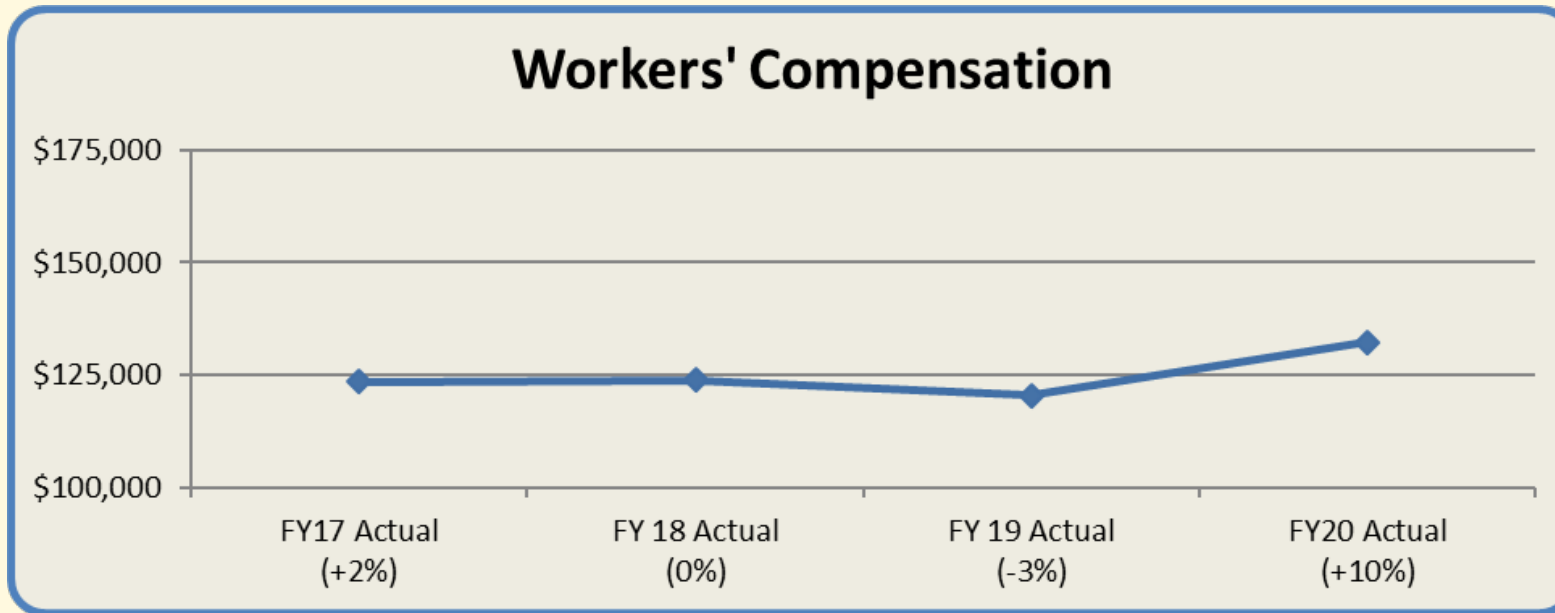
## Workers Compensation:

- Medical Expense Payments and Lost Wages  
Insurer: N.C. Interlocal Risk Management Agency (NCLM)
- Harness Track Staff  
Insurer: N.C. Interlocal Risk Management Agency (NCLM)





# Risk Management Annual Report



FY 2019 Premium: \$132,373 (-10%)





# Risk Management Annual Report

## Other:

- **Wellness Committee**

**Activities:** Health Screenings, Flu Shot Clinic, Farm to Table, Lunch 'N Learns, Turkey Trot team run, etc.

- **Safety Committee**

**Activities:** Accident Review, Monthly Safety Inspections, Training Opportunities, Emergency Response and Evacuation Drills





# Risk Management Annual Report

Questions???

Thank You!

