

**MINUTES OF  
VILLAGE COUNCIL WORK SESSION  
JULY 9, 2013**

**395 MAGNOLIA ROAD  
ASSEMBLY HALL  
PINEHURST, NORTH CAROLINA  
4:30 P.M.**

The Pinehurst Village Council held a Work Session at 4:30 p.m. Tuesday, July 9, 2013 in the Assembly Hall of the Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Ms. Nancy Roy Fiorillo, Mayor  
Mr. Douglas A. Lapins, Mayor Pro-Tem  
Mr. John R. Cashion, Councilmember  
Mr. Mark W. Parson, Councilmember  
Mr. John C. Strickland, Councilmember  
Mr. Andrew M. Wilkison, Village Manager  
Ms. Lauren M. Craig, Village Clerk  
And approximately 26 attendees, including 11 staff and 2 media.

**1. Call to Order.**

Mayor Nancy Roy Fiorillo called the meeting to order.

**2. Motion to go into Closed Session.**

Councilmember Strickland moved to recess the Work Session and enter a Closed Session pursuant to NCGS 143-318.11 (a) (3) to consult with the Village Attorney in order to preserve the attorney-client privilege between the Village Attorney and the Village Council. The motion was seconded by Councilmember Cashion and carried unanimously.

**GENERAL ACCOUNT**

The Village Attorney briefed the Council on the status of the litigation between the estate of Hank Armstrong and the Village of Pinehurst.

**3. Motion to adjourn the Closed Session and Reconvene in Open Session.**

Councilmember Strickland moved to adjourn the Closed Session and re-enter the Work Session. The motion was seconded by Councilmember Cashion and carried unanimously.

**4. Call to Order of Work Session (5:30 p.m.).**

Mayor Nancy Roy Fiorillo called the meeting to order.

**5. Reports:**

**– Manager**

- Manager introduced new employee Chad Hall who will be working 30 hours per week as a Senior Planner for the Village of Pinehurst.

**-- Council**

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- Councilmember Lapins inquired about the large amount of deer and if there is anything we can do about this. Manager said it is possible to allow urban deer hunting but it could be difficult due to the large tracts of land that are needed for urban deer hunting to be able to be safely allowed.

6. **Action: 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. Resolution #13-32 A Resolution regarding a reappointment to the Water Committee. (Farren)\*

**End of Consent Agenda.**

Councilmember Strickland moved to approve the Consent Agenda. The motion was seconded by Councilmember Cashion and passed unanimously with a vote of 5-0.

7. **Action: Discussion on recommended market salary adjustments for various Village of Pinehurst positions (Resolution #13-33 and Ordinance #13-36).\***

Angie Kantor, Human Resources Manager discussed the recommended action for adjustments to positions and salaries for the Village of Pinehurst. The Village targeted slightly over 25% of employees to evaluate compensation. Based on the information collected and reviewed, she recommended Council make adjustments within the Police Department, Grounds, Harness Track, and IT. Angie Kantor and Council also discussed that there will be a Village wide study of all pay scales this upcoming year.

Councilmember Strickland moved to approve Resolution #13-33 amending the policy on the administration of the pay plan and position classification plan. The motion was seconded by Councilmember Parson and passed unanimously with a vote of 5-0. Councilmember Strickland moved to approve Ordinance #13-36 to appropriate funds for the market and other salary adjustments. The motion was seconded by Councilmember Cashion and passed unanimously with a vote of 5-0.

8. **Action: Motion authorizing the Mayor or her designee to execute a contract for legal services (Newman).\***

Village Manager Andy Wilkison explained the need to execute the contract and 2% increase of monthly retainer fee for the legal services provided by Van Camp, Meacham, and Newman, PLLC.

Councilmember Parson moved to authorize the Mayor or her designee to execute a contract for legal services. This motion was seconded by Strickland and pass unanimously with a vote of 5-0.

9. **Discussion: Chinquapin and Magnolia Streetscape.\***

Assistant Village Manager Jeff Batton reviewed the streetscape design along Chinquapin Road. He explained that he has worked with the businesses on the corner and the owner of the building to find a good option for this design while maintaining the five parking spaces. The plant materials are English ivy, seasonal coloring, and the existing magnolia tree would remain without the collar of asphalt surrounding it. Councilmember Strickland asked if the planting guide was being used, would the plans conform to this guide and also suggested to have plans for the north side of this road to be enhanced as well. The Council provided a general consensus to move forward.

10. **Discussion: Way-finding signs design and temporary sign regulations.\***

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Assistant Village Manager Jeff Batton discussed the design of the way-finding signs in the Village. Jeff Batton shared a photo of the James W. Tufts Memorial Park sign that is suggested to be used as a prototype of color, size, and shape. The Council provided a general consensus to move forward.

Assistant Village Manager Natalie Dean discussed the proposed changes and feedback from merchants for the temporary sign regulations. Natalie Dean recommended Village owned directional signage to help those businesses that are on the alleys and in other hidden locations to reduce the issues of sandwich boards and other signage problems. Councilmember Strickland believes less is more with signage and sandwich boards do not fit the look of the Village. He would like to have fewer and more permanently signs that match the other new way-finding signs in the Village. Councilmember Parson thinks that we are overregulating the signs. Mayor would agree with Natalie's proposal and also looking into the Village owned sign options. The Council provided a general consensus to proceed with the plan.

11. **Discussion:** Traffic island reconfiguration.\*

Assistant Village Manager Jeff Batton discussed reconfiguring the traffic island in Village Center and displayed the modified design. He explained the current crosswalks and suggested establishing new crosswalks to fit the foot traffic better. After general discussion, the Council reached a consensus about the island planned closest to Tufts Memorial Park but suggested to leave the lower island located near the Re/Max building for now.

12. **Action:** Resolution #13-34 Accepting the Proposal from First Bank and Authorizing the Execution and Delivery of an Installment Purchase Contract with First Bank to Finance the Purchase of a Fire Truck and Equipment.\*

Village Manager Andy Wilkison explained the proposed Resolution #13-34 regarding financing the fire truck that will be rolled forward to the FY 2014 budget. The recommended proposal is from First Bank after receiving very competitive proposals from other banks. Councilmember Lapins moved to accept the proposal from First Bank and authorizing the execution and delivery of an installment purchase contract with First Bank to finance the purchase of a fire truck and equipment. This motion was second by Councilmember Cashion and passed unanimously by a vote of 5-0.

13. **Discussion:** Boundary of Local Historic District

Village Manager Andy Wilkison explained the need to continue the discussion regarding the boundary of the local historic district. Mayor Fiorillo explained the process taken since the last Council meeting and the need for Council and the Historic Preservation Commission to be on the same page.

Mayor Fiorillo explained that the four person committee met, Councilmember Cashion replacing Councilmember Parson who was not able to attend, and formed a recommendation to change the wording of the mission of the HPC, to state that the HPC will only approve what is congruous with the characteristics of a "Growing Village." The second recommendation was to starting using "Option 3" which in turn would reduce the number of applications that have to go before the Historic Preservation Commission. The third recommendation of this committee was to remove Village Place from the historic district.

Councilmember Parson suggested the need for Commission members to become trained and pass a test before serving as volunteers and they should live in the historic district. Senior Planner Molly Goodman explained that various types of houses are contributing to the Village which would make it difficult to get specific standards but perhaps the standards could be based on areas or by era built. Village Green was noted to be the start of the process to reevaluate the system. Councilmember Strickland said going with Option 3 would be important, he agreed with "Growing Village" wording, but his only concern is regarding Village Place and how it fits in. Councilmember Lapins would like to have someone who understands the historic context of what we are doing consult with the Council, and he agrees that the HPC volunteers should be qualified individuals. Councilmember Cashion suggested

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Council proceed with what the recommendation of the committee and perhaps still make other changes on the side.

- John Root commented if Council selected Option 3, this advisory group should list out all approvals to share with the Historic Preservation Commission so they will be updated on the approvals. Council confirmed that this Option 3 group cannot turn anything down. Mr. Root also noted the need for expertise across the board and the poor timing when the Village Green project was proposed. He commented that the Commission should have had an attorney to make sure what they were saying held up at that time.
- Joyce Franke commented that according to state law the HPC had no right to rule on the Village Green because they had no standards for public property. Ms. Franke noted the need to have very qualified people on the Commission and thinks one three person committee of well qualified people could take care of the whole situation.

After discussion regarding the removal of Village Place from the historic district, Councilmember Cashion moved to go forward with the proposed "Option 3" and to also change the mission to reflect a "Growing Village." The decision regarding Village Place was removed from the motion. The motion was seconded by Councilmember Strickland and passed unanimously with a vote of 5-0.

**14. Discussion: Pinehurst Dollars**

Village Manager Andy Wilkison explained the need to continue the discussion regarding Pinehurst Dollars. Mayor Fiorillo noted one of the only equitable ways to return dollars to tax payers is to give them a tax cut but if the money were spent she suggested using it on a band shell. Councilmember Cashion commented that the events during the two week period of the US Opens should be part of the expenses paid for by the money we get from the USGA. Councilmember Parson likes the idea of giving money back and also liked the band shell idea. Councilmember Parson also mentioned the need for a swimming pool. Mayor Fiorillo called on Village Manager Andy Wilkison who added that the most straight forward way to return money to the tax payers is to reduce the tax rate next year. The Manager suggested that the impact of statewide tax reform could show up in future years and if we spend the fund balance it should be for one-time items. Councilmember Strickland believes we need to fine tune our costs for the US Opens before we spend this money. Director of Financial Services John Frye commented that from the CIP perspective, these funds are not catching us by surprise. He noted that this \$700,000 has been supporting our CIP since 2007 and this year's budget does have a \$300,000 surplus to be added to the fund balance but in the five year plan, these funds have been there and allocated to things in the CIP. John Frye noted that our fund balance is 30-40% which is below our peer group and population group and we keep this for cash flow, emergencies, and opportunities. Mayor Fiorillo asked for staff to investigate the purchase of a band shell similar to the June 15 concert stage. After discussion for other projects this money could be used for, the Council decided to direct staff to look at projects that could be proposed for this money and follow up with Council at a future meeting.

**15. Preview of Regular Meeting Agenda.**

The Council did not preview the Regular Meeting Agenda.

**16. Other Business.**

- Councilmember Strickland inquired about any update on the latest news out of Raleigh. Director of Financial Services John Frye commented that the biggest issue is our sales tax refund which is up for elimination. Most of the other aspects of statewide tax reform are being discussed in a "hold-harmless" manner to make it revenue neutral for cities and counties.

**17. Comments from Attendees.**


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- John Root thinks the band shell is interesting. He suggests we would need training or have someone to come in and set up the band shell and perhaps find someone who owns one and find out what the cost is in maintaining and using it.

**18. Adjournment.**

Councilmember Cashion moved to adjourn the Work Session. The motion was seconded by Councilmember Strickland and carried unanimously. The meeting adjourned at 7:50 p.m.

Respectfully Submitted,



Lauren M. Craig  
Village Clerk