

**VILLAGE OF PINEHURST  
VILLAGE COUNCIL  
WORK SESSION  
November 13, 2012**

**395 MAGNOLIA ROAD  
CONFERENCE ROOM  
PINEHURST, NORTH CAROLINA  
9:00 A.M.**

The Pinehurst Village Council held a Work Session at 9:00 a.m., Tuesday, November 13, 2012 in the Conference Room 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. Linda S. Brown, Village Clerk  
And approximately 15 attendees, including 5 staff.

**1. Call to Order.**

Mayor Nancy Roy Fiorillo called the meeting to order.

**2. Reports:**

**– Manager**

**- New Village Clerk.**

The Manager introduced Tammy Kirkley who will assume the duties of the Village Clerk upon the retirement of Linda Brown on December 18, 2012.

**– Council**

- **Councilmember Strickland** reported that he had attended the November meeting of the Community Appearance Commission. The commission heard two cases, both regarding fences, and he sensed an apprehension on the part of the commission regarding fences. The commission formed a subcommittee to look at the regulations regarding fences and also to determine what “look” we want for the north side of NC 211, fences, trees, shrubs, etc.
- **Councilmember Cashion** reported that he had attended the Moore County Transportation meeting held in October. He has a copy of the report from this meeting; it is also on the Moore County website.
- **Mayor Fiorillo** read a card she had received praising Dee Johnson, Jeff Maxwell and Eric Nall of the Fire Department.

**3. Consideration/Action: Consideration of appointment to Beautification Committee.**

Council met with Mr. Keith McDaniel, a potential appointee to the Beautification Committee. Council interviewed Mr. McDaniel.

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**Resolution #12-60: A Resolution Regarding an Appointment to The Village Of Pinehurst Beautification Committee. (McDaniel)**

The Manager explained the need for Resolution #12-60. Upon the motion of Councilmember Strickland, seconded by Councilmember Cashion, Resolution # 12-60 was unanimously approved by a vote of 5-0. (Copy of resolution is found in the Resolution Book and in the Minute File.)

**4. Presentation/Discussion: Comprehensive Annual Financial Report and Financial Condition Assessment.**

Director of Financial Services John Frye presented the highlights of the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2012 noting that the Village has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the 19<sup>th</sup> year in a row. Mr. Scott Brewer and Ms. Jennifer Lambeth of Dixon Hughes Goodman LLP presented the Independent Auditor's Report and opinions related to the audit. Mr. Brewer noted that all their comments are positive and congratulated the Village Finance staff for an excellent report. (Copies of the CAFR and the Independent Auditor's Report are in the Minute File.)

Director of Financial Services John Frye made a brief presentation of the Village financial condition using a Financial Condition Assessment tool developed by the University of North Carolina School of Government. The Comprehensive Annual Financial Report represents a one-year snapshot; this presentation provides five-year trend information from the CAFR in a graphical format with other comparative data from peer municipalities- Southern Pines, Hendersonville, Carrboro, and Cornelius. (Copy of the PowerPoint presentation is in the Minute File.)

**5. Resolution 12-62: A Resolution to Amend the Fiscal Year Fund Balance Policy for the General Fund.**

The Manager explained the need for Resolution #12-62. Upon the motion of Councilmember Strickland, seconded by Councilmember Lapins, Resolution # 12-62 was unanimously approved by a vote of 5-0. (Copy of resolution is found in the Resolution Book and in the Minute File. Copy of a memo from Director of Financial Services John Frye dated November 10, 2012 is in the Minute File.)

**6. Presentation/Discussion: Citizen Survey Report, ETC Institute.**

Financial Services Director John Frye and Ms. Karen Falk of ETC Institute presented the results of the Citizen's Satisfaction Survey. (Copies of a memo from Director of Financial Services John Frye dated November 9, 2012 and the Citizen's Survey Results are in the Minute File.)

**7. Presentation/Discussion: John Milner and Associates Report on Streetscape Project.**

Assistant Manager Jeff Baton and Senior Planner Molly Goodman discussed with the Council Task Order #1 Report (review of plans for redevelopment of certain areas in the downtown area and assessment of their effects on the historical integrity of the Historic District National Landmark) prepared by Milner Associates. By consensus, the Council agreed to move forward with the streetscape project making the following changes suggested by John Milner Associates to the area in front of the Theater Building: a) eliminate the pine tree and the crepe myrtle b) add a magnolia on the southwest corner of the larger island, and c) replace all the sod from both islands with sun-tolerant ivy or other ground cover from the Manning plant list. The Council decided not to implement any of the recommended changes to the Chinquapin Road area. (Copy of Task Order #1: Advisement on Village Center Streetscape Enhancements Project is in the Minute File.)

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After much discussion, Councilmember Strickland moved that the Council contract with Milner Associates to review the soft scape as planned for the sand parking lot and Tufts Memorial Garden. Councilmember Lapins seconded the motion which was approved by a vote of 4-1, Councilmember Parson casting the dissenting vote.

**8. Discussion/Action: Recommendation on Employee Health Insurance Coverage by Risk Management Committee.**

Assistant Manager Jeff Batton discussed with the Council the recommendations on employee insurance coverage by the Risk Management Committee. (Copy of a memo from Assistant Manager Jeff Batton dated November 7, 2012 regarding Annual Risk Management Committee Report and Insurance Recommendations is in the Minute File. Copy of the Annual Report of the Risk Management Committee is in the Minute File.)

Councilmember Lapins moved that the Mayor or her designee be authorized to execute a contract with Blue Cross/Blue Shield for employee health insurance for calendar year 2013 and with MetLife for employee dental insurance for calendar years 2013 and 2014. Councilmember Cashion seconded the motion which carried unanimously by a vote of 5-0.

**9. Resolution 12-61: A Resolution Regarding a Re-appointment to the Planning and Zoning Board and Board of Adjustment (Ashton).**

The Manager explained the need for Resolution #12-61. Upon the motion of Councilmember Cashion, seconded by Councilmember Parson, Resolution # 12-61 was unanimously approved by a vote of 5-0. (Copy of resolution is found in the Resolution Book and in the Minute File.)

**10. Motion authorizing the Village Manager to execute an agreement for Grant Administration Services, Jackson Hamlet Sewer Extension Phase 3.**

The Manager explained the need for the motion. Councilmember Cashion moved that the Village Council authorize the Village Manager to execute an agreement with Steven F. Austin for CDBG Administration Services for the Jackson Hamlet Infrastructure Project #11-C-2335. Councilmember Lapins seconded the motion which carried unanimously by a vote of 5-0.

**11. Motion establishing the 2013 Village Council Meeting Schedule.**

The Manager explained the need for the schedule. Councilmember Parson moved that the Village Council adopt the 2013 Village Council Meeting Schedule as presented. Councilmember Lapins seconded the motion which carried unanimously by a vote of 5-0.

**12. Preview of Regular Meeting Agenda.**

The Council previewed the Regular Meeting Agenda for November 13, 2012 and made no changes.

**13. Other Business.**

➤ **Resolution 12-63: A Resolution Supporting Application for NC DOT Bicycle Planning Grant for the Village of Pinehurst, North Carolina.**

The Manager explained the need for Resolution 12-63. Upon the motion of Councilmember Cashion, seconded by Councilmember Strickland, Resolution # 12-63 was unanimously approved by a vote of 5-0. (Copy of resolution is found in the Resolution Book and in the Minute File.)

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seconded the motion which carried unanimously by a vote of 5-0. (Copies of an informational booklet for Development Concepts, Inc. and a letter from Mr. Colgan, dated August 17, 2012 are in the Minute File.)

**20. Adjournment.**

Councilmember Strickland moved to adjourn the Work Session. The motion was seconded by Councilmember Cashion and carried unanimously. The meeting adjourned at 3:05 p.m.

Respectfully Submitted,



Linda S. Brown, CMC  
Village Clerk