



**Town of Southern Pines  
Monday April 22, 2019, 3:00 PM,  
C. Michael Haney Community Room, Southern Pines Police Department  
450 West Pennsylvania Avenue**

**Worksession Agenda**

- 1. Moore County Corridor Standards Discussion – Debra Ensminger, County Planning Director**
- 2. 2019-2020 Draft Budget Updates and Discussion – Town Manager Reagan Parsons**
- 3. Planning & Inspections Fee Schedule Proposal – Assistant Town Manager Chris Kennedy**
- 4. Creation of Capital Project Ordinance – Facility Modernization Fund – Town Manager Parsons**
- 5. Budget Amendments – Town Manager Parsons**
  - A. Facility Modernization Fund (from General Fund Balance) - \$102,750**
  - B. Storm Water Fund (from General Fund Balance) - \$100,000**

# MEMO

**TO: Town Council**  
**FROM: Reagan**  
**Date: 04-18-19**

**RE: Work Session topics**

A few brief noted regarding your Agenda topics for Monday:

1. The County Planning Director has asked for a few minutes to discuss corridor planning with the Town Council. This is in follow-up to the meeting that Councilpersons Haney and Simeon attended with other municipalities throughout southern Moore County, and Debra will be making similar appearances with each of their Councils. She anticipates bringing a short power point presentation to the meeting.
2. I will hand out a spreadsheet at Monday's meeting outlining changes made at the Retreat, potential revenues and expenditures resulting from the implementation of a \$10 Vehicle registration fee, potential revenue from holding a 40 cent tax rate, and proposed CPF transfers to address some immediate facility's needs. I will be seeking direction as to what to move forward with in changing the Budget document and preparing for the first Public Hearing in May.
3. Chris will have some initial recommendations regarding fee amendments in the Planning and Building areas prepared for the meeting on Monday.
4. I will be asking Council to create the Facilities Modernization Fund by vote on Monday afternoon. We will fund many of the building projects moving forward from this CPF.
5. Following action on #4, I am requesting two 2018-2019 Budget amendments on Monday (that will actually be discussed as part of Item 2.) The first is to fund electrical and roofing needs at the Douglass Center, allowing for contractual commitment (and potentially work) prior to July 1. The second is to fund the improvements at the sinkhole along Wisconsin at the Service Road. We hope to bid this project in late May and need the funds available to immediately enter into a contract thereafter.

**CAPITAL PROJECT ORDINANCE  
FACILITY MODERNIZATION FUND**

BE IT ORDAINED, by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project budget is hereby adopted:

Section 1: The project authorized is to establish a fund for the purpose of addressing immediate needs of Town owned buildings as designated by the 2019 Facility Condition Assessment, commissioned by the Town. Funding for projects will be derived from both General and Enterprise Funds, dependent on, and specific to, the use of the individual facility.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amount is appropriated for the project:

Construction – Douglass Community Center	<u>\$ 102,750</u>
Total Project Appropriation	<u>\$ 102,750</u>

Section 4: The following revenue is anticipated to be available to complete this project:

Transfer In – General Fund	<u>\$ 102,750</u>
Total Project Revenues	<u>\$ 102,750</u>

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 6: This ordinance becomes effective April 22, 2019.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of April 22, 2019 as shown in the minutes of the Town Council for that date.

\_\_\_\_\_  
Peggy K. Smith, Town Clerk

**AN ORDINANCE  
AMENDING THE 2018/2019 FISCAL YEAR BUDGET**

**BE IT ORDAINED AND ESTABLISHED** by the Town Council of the Town of Southern Pines in regular session assembled this 22nd day of April, 2019 that the Operating Budget for the Fiscal Year 2018/2019 be and hereby is amended as follows:

<u>DEPARTMENT</u>	<u>LINE ITEM</u>	<u>CODE</u>	<u>INCREASE</u>	<u>DECREASE</u>
General Fund	Fund Balance Appropriations	10-397-1000	\$ 102,750.00	
General Fund	Transfer to-CP Facility Modernization Fund	10-670-5200	\$ 102,750.00	

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of April 22, 2019 as shown in the minutes of the Town Council for that date.

---

Peggy K. Smith, Town Clerk

**AN ORDINANCE  
AMENDING THE STORM WATER IMPROVEMENTS PROJECT BUDGET**

**BE IT ORDAINED**, by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project budget is hereby amended:

Section 1: The project authorized is for the purpose of designing, installing and improving storm water infrastructure.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following additional amounts are appropriated for the project:

Construction	<u>\$100,000</u>
Total Additional Project Appropriation	<u>\$100,000</u>

Section 4: The following additional revenues are anticipated to be available for this project:

Transfer In- General Fund	<u>\$100,000</u>
Total Additional Project Revenues	<u>\$100,000</u>

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 6: This amended ordinance becomes effective April 22, 2019.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of April 22, 2019 as shown in the minutes of the Town Council for that date.

---

Peggy K. Smith, Town Clerk

**AN ORDINANCE  
AMENDING THE STORM WATER IMPROVEMENTS PROJECT BUDGET**

**BE IT ORDAINED**, by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project budget is hereby amended:

Section 1: The project authorized is for the purpose of designing, installing and improving storm water infrastructure.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following additional amounts are appropriated for the project:

Construction	<u>\$100,000</u>
Total Additional Project Appropriation	<u>\$100,000</u>

Section 4: The following additional revenues are anticipated to be available for this project:

Transfer In- General Fund	<u>\$100,000</u>
Total Additional Project Revenues	<u>\$100,000</u>

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 6: This amended ordinance becomes effective April 22, 2019.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of April 22, 2019 as shown in the minutes of the Town Council for that date.

---

Peggy K. Smith, Town Clerk