



MINUTES

Tuesday, March 25, 2025: 3:00 PM

Town Council Work Session

**C. Michael Haney Community Room: Southern Pines Police Department
450 W. Pennsylvania Ave**

1. CALL TO ORDER

Mayor Clement called the meeting to order. The following members of Town Council were present: Mayor Taylor Clement; Bill Pate; Ann Petersen; Debra Gray; and Brandon Goodman.

2. PLEDGE OF ALLEGIANCE

3. TOWN MANAGER'S COMMENTS

Town Manager Reagan Parsons reviewed the agenda.

4. COUNCIL UPDATES AND DISCUSSION

a. Update on Housing Supply Project

Planning staff will update Town Council on the work completed so far to implement housing supply goals and policies in the 2040 Comprehensive Plan. The update will include a summary of lessons learned so far from the ad hoc housing supply focus group and presentation of planning staff's next steps.

Senior Planner Alaina Mallette gave a presentation on one of the implementation projects for Phase II of the Comprehensive Long-Range Plan, which was to expand housing options and implement policy 7.1 to promote diversity of housing (types, sizes and costs).

Discussion ensued.

b. FY 25-26 Budget Introduction: Revenue forecasts and discussion regarding Waste Fees

Staff will share some preliminary information about the FY 25-26 budget, including recommended fees for solid waste services.

Asst. Town Manager Jessica Roth and Asst. Town Manager/Fire Chief Michael Cameron shared a presentation on the FY 25-26 Budget.

Discussion ensued.

c. Council Appointments

In December, Council discussed revisiting the appointment of a Treasurer in March. Councilwoman Petersen currently serves in this role.

Mayor Clement opened the discussion.

Discussion ensued. Councilmember Petersen voiced her displeasure at being removed from the position of treasurer.

The Matter will be postponed to the April 8, 2025, Council meeting

d. Planning Department Update

Planning staff will briefly update the Town Council on agenda items coming in April. Staff will also follow-up on last month's presentation about the Planning Department's administrative fees, and brief the Council on Senate Bill 314.

Planning Director Grieve presented an overview of the items that will be on the April meeting agenda.

5. ACTION ITEMS

a. Appearance Commission Appointment

Appoint Jerrilyn Crowell to the Appearance Commission.

Councilmember Goodman moved to appoint Jerrilyn Crowell to the Appearance Commission, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

b. Historic District Commission Appointment

Elizabeth Oettinger's first term on the Historic District Commission expired on February 8, 2025. Ms. Oettinger is interested in serving a second term. Planning staff is requesting Town Council consider re-appointing Ms. Oettinger to the HDC for a second consecutive term to expire on March 24, 2029.

Mayor Pro Tem Pate moved to reappoint Elizabeth Oettinger to the Historic District Commission for a second term to expire on March 24, 2029, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

c. Approve Budget Ordinances #3109 & #3110

Budget amendments involving SBITA adjustments, appropriation of insurance proceeds toward police vehicles, and moving money from Facilities to Fleet for necessary repairs at the Town fueling area.

Finance Director Tess Brubaker-Speis gave a brief overview of the request.

Councilmember Goodman moved to approve Budget Ordinance #3109 & #3110, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

d. Request to Approve Selection of an Audit Firm for FY25

Staff have reviewed six proposals for Auditing Services for the next three fiscal years and recommend Council acceptance of a proposal submitted by the firm of Mauldin & Jenkins.

Town Manager Parsons and Finance Director Brubaker-Speis gave a brief overview of the request.

Councilmember Goodman moved to approve the selection of an Audit firm for FY 2025, seconded by Mayor Pro Tem Pate; the vote was unanimous.

Motion passed.

6. COUNCIL ROUNDTABLE

Mayor Clement moved to excuse Mayor Pro Tem Pate from the meeting at 5:42 pm, seconded by Councilmember Gray; the vote was unanimous.

Motion passed.

Councilmember Goodman asked who was responsible for reporting streetlights that might be out and would like someone to periodically look out for.

Councilmember Petersen feels a larger discussion is needed with regard to Southern Pines providing water for sale to other local entities.

- would like to revisit skateboarding due to the Visitor's Center still having issues.
- would like to discuss a way to protect the trees in Knollwood from being cleared due to sewer lines.
- is upset that the staff picking up yard debris is encountering verbal abuse from citizens.
- Kudos to Isabella Beverly on her speech at the Girls and Boys Club

Councilmember Gray Trinity AM Church approved for designation as a historical site and would like to

explore signage in West Southern Pines. Councilmember Petersen recommended petitioning the State for one of their metal markers.

7. CLOSED SESSION

a. Closed Session to discuss a personnel matter

Town Manager Parsons requests a Closed Session under N.C.G.S. §143-318.11(a)(6). There will be no formal action requested to be taken once Council returns to Open session.

Council entered closed session at 6:45 pm.

Council met in closed session pursuant to NCGS 143-318.11(a)(6) and asked that the town attorney remain present for discussion.

Councilmember Petersen moved to leave the closed session, Councilmember Gray seconded and all voted in favor.

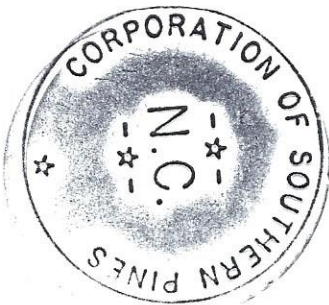
The Council returned to open session at 7:07 pm.

8. ADJOURNMENT

Upon motion by Councilmember Petersen, seconded by Councilmember Gray and carried unanimously, Council adjourned at 7:08 pm.

Respectfully submitted:


Elizabeth Robertson, Town Clerk



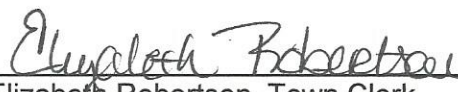


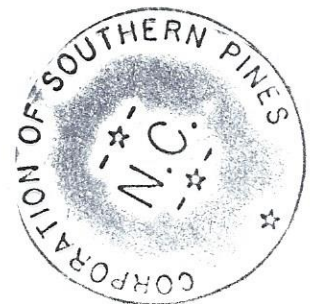
**ORDINANCE #3110
AMENDING THE 2024/2025 FISCAL YEAR BUDGET**

BE IT ORDAINED AND ESTABLISHED by the Town Council of the Town of Southern Pines in work session assembled this 25th day of March, 2025 that the Operating Budget for the Fiscal Year 2024/2025 be and hereby is amended as follows:

<u>DEPARTMENT</u>	<u>LINE ITEM</u>	<u>CODE</u>	<u>INCREASE</u>	<u>DECREASE</u>
Police Admin	Capital – Other Equipment	10-511-7403	\$85,850	
IT	Capital – Software/Comp Equip	10-430-7401	188,556	
General Fund	Lease Financing	10-692-1000	28,000	
General Fund	SBITA Financing	10-692-1050	27,867	
Fire	Leased Equipment	10-530-2200		\$9,666
IT	Contractual Services	10-430-4500		7,213
General Fund	Other Fin Source-Leases/SBITA	10-397-0100	222,033	
General Fund	Fund Balance Appropriations	10-397-1000	91,361	

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of March 25, 2025 as shown in the minutes of the Town Council for that date.


Elizabeth Robertson, Town Clerk



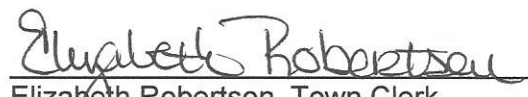


**ORDINANCE #3109
AMENDING THE 2024/2025 FISCAL YEAR BUDGET**

BE IT ORDAINED AND ESTABLISHED by the Town Council of the Town of Southern Pines in work session assembled this 25th day of March, 2025 that the Operating Budget for the Fiscal Year 2024/2025 be and hereby is amended as follows:

<u>DEPARTMENT</u>	<u>LINE ITEM</u>	<u>CODE</u>	<u>INCREASE</u>	<u>DECREASE</u>
Fleet	Contractual Services	10-580-4500	\$15,000	
Facilities Maintenance	Capital – Buildings/Structures	10-640-7405		\$15,000
Police-Admin & Patrol	Capital – Motor Vehicles	10-511-7402	45,000	
General Fund	Miscellaneous Revenue	10-355-0000	45,000	

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of March 25, 2025 as shown in the minutes of the Town Council for that date.


Elizabeth Robertson, Town Clerk

