



VILLAGE of WHISPERING PINES

MANAGER'S REPORT – MONTHLY

May 8, 2020

- Upcoming Events
 - Saturday, May 16, Spring Concert – CANCELLED
 - Saturday, July 4, 4th of July Parade & Ice Cream Social @ Thagard Park
- Upcoming Meetings
 - Wednesday, May 13, Council Meeting, 6pm (electronic meeting)
 - Friday, May 15, Council Budget Review #1, 1pm (electronic meeting)
 - Wednesday, May 20, Council Budget Review #2, 1pm (electronic meeting)
 - Wednesday, May 27, Public Hearing for Budget, 6pm, (format TBD)
 - Thursday, May 28, Council Budget Discussion, 2pm (format TBD)
 - Tuesday, June 2, Open Space Utilization, 3pm (location & format TBD)
- Spring Valley Dam Spillway Project
 - The final inspection by the State was completed on Friday, May 1. The inspector identified no issues; therefore, he will be submitting all the required documentation to issue the certificate to allow us to impound water. He anticipates 3-4 weeks before we receive the certificate.
- S. Lakeshore Drive & Fairway Drive Stormwater Culvert Improvement
 - Project began on Wednesday, May 6, and is anticipated to take 7-10 days to complete. The road will be closed for the duration of the project.
 - The closure is necessary to improve stormwater management along Fairway Drive and increase the capacity of the pipes under S. Lakeshore Drive. The project will result in the one (1) existing 36" pipe being supplemented with two (2) additional 36" pipes under the road.
- Road Assessment Update
 - On Monday, May 4, the Village Engineer & BobK completed their on-site evaluation of all Village roads. The Village Engineer will update the report based on current road conditions. A copy of the report will be shared with Council upon receipt.



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- Public Works (PW)
 - Lake spraying will be conducted the week of May 18, weather permitting. Notifications postcards are set for mailing on May 8th.
- Code Enforcement
 - Based on the circumstances surrounding COVID-19, our code enforcement of inflatable pools, play equipment, and travel trailers has been relaxed. Robin is identifying these prohibited items and noting when & where they are located. When our State of Emergency (SoE) is lifted and we return to some level of normalcy, the property owners will be notified said items are prohibited and directed to remove them.
 - The following is a summary of code enforcement activities for the month of April.

<u>Violation</u>	<u>#</u>
▪ Fence	1
▪ Property Nuisance	1
▪ Other	<u>6</u>
▪ TOTAL VIOLATIONS	8
 - 370 Queens Cove Way
 - A hearing with the property owner is scheduled for May 12, 2020, regarding the dilapidated condition of the property as defined in the minimum housing ordinance.
- Coronavirus Response (COVID-19)
 - Executive Order No. (EON) 138 is effective Friday, May 8, at 5pm. The impact of the operational changes within the Village are available in Public Notice #5, which was publicized on May 7. Generally, EON 138 keeps all social distancing requirements in place and does not change the mass gathering limitation of no more than ten (10) people. EON 138 expires on Friday, May 22, 2020, at 5pm.



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- Based on the fact we have had zero violations of the curfew imposed in the Declaration of a SoE, the curfew component of the SoE was rescinded as stated in Amendment 1 to the SoE.
- Enforcement activities for violations of social distancing, mass gathering, curfew, or using playground equipment/basketball courts is continuing.
- Parades
 - The Whispering Pines Police & Fire Rescue Department have been have participated in multiple birthday parades in the Village.
- Fire Rescue Department (FRD)
 - The fire station renovation is officially complete. Staff is moving forward with closing out the capital project, which will result in a proposed budget amendment that will transfer any surplus funds to the Capital Reserve Major Repair Fund (CRMRF).
- Open Space Utilization Committee
 - The deadline to submit the survey was close of business on Friday, April 24th. We received 369 surveys.
 - A summary of the surveys and “other” recommendations (amenities not listed on survey) was forwarded to committee members for their review.
 - The next committee meeting is scheduled for Tuesday, June 2, during which time the committee will discuss the survey results and begin the discussion on formulating a recommendation to present to the Council.
- FY2020/2021 Budget Development
 - As a follow-up our Capital Reserve Major Repair Funding plan discussed during the work session and in preparation of our upcoming budget development, Cindy has prepared the summary (attached) of CRMRF activity dating back to the inception of the \$0.05 capital reserve tax during FY2010/2011.
 - A copy of the Schedule for Budget Development is attached.
 - The Public Hearing for the budget has been advertised as required.



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- **Administrative/Personnel Matters**
 - The Police Department continues to be down two (2) officers with a 3rd officer hospitalized with a non-job/non-COVID related illness.
 - Jason & Rodney are covering vacant shifts as necessary to ensure 24/7 coverage.
 - A conditional job offer has been extended to an inexperienced police officer candidate. Contingent upon his successful completion of the administrative screening process, the new officer could start as soon as May 24, 2020.
 - A 2nd prospective police officer candidate has experience; however, is not available to begin employment until July 1, 2020. Preliminary administrative processes have begun on this candidate to streamline his hiring process.
 - The Village has expanded our ability to accept payment by credit cards. We are working on the internal procedures for processing the credit card payments and updating a variety of forms & permits to include credit card information. As soon as this process is complete, we will publicize this enhanced feature/capability to the residents.
 - Estelle successfully completed (online) a Local Government Finance course provided by Central Piedmont Community College.
 - Geneser lawsuit ref: Hummingbird Lane Update – The Village Attorney received notification that the Mr. & Mrs. Cherry retained an attorney to represent them. Otherwise, no change in status.
 - Batchelor lawsuit ref: Hummingbird Lane Update – same as above.
 - The May & June Village Schedule, Event, & Meeting Calendar is attached.



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Village of Whispering Pines
Capital Reserve Major Repair Fund Activity

	FY 2018/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20 *est	CP TOTAL
	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.06	
Transfer In	195,302	204,164	207,532	217,014	222,861	238,604	253,527	257,674	274,888	361,784	2,433,350
Transfer Out											
Spring Valley/Fire Stn Debt Service										249,632	249,632
Fire Stn Renovation									49,692	53,897	103,589
Spring Valley Spillway				20,000	10,000				9,059		39,059
Lakeview Bridge									44,550		44,550
Thunder Bridge								52,000			52,000
Police Stn Renovation							414,000				414,000
Storm Water Drainage							30,000				30,000
Whisper Lake Repair							35,000				35,000
Thunder Bridge			39,200		2,000	208,510					249,710
Shadow-Pine Pump System			39,200	97,000	9,800						106,800
				117,000	21,800	203,510	479,000	52,000	103,301	303,529	1,319,340
Over/(Under)	195,302	204,164	168,332	100,014	201,061	35,094	(225,473)	205,674	171,587	58,255	1,114,010



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Village of Whispering Pines

Schedule for Budget Development for FY2020-21

Budget Review

- Friday, May 15, 1pm
- Wednesday, May 20, 1pm

Public Hearing/Budget Discussion

- Wednesday, May 27, 6pm, Public Hearing
- Thursday, May 28, 2pm (regular work session)
- Wednesday, June 3, 2pm (if necessary)

Budget /Consideration/Adoption

- Wednesday, June 10, 6pm (regular Council meeting)
 - Council consider adoption