



**Village Council  
Minutes for the Special Meeting of September 24, 2024  
Assembly Hall  
395 Magnolia Road  
Pinehurst, North Carolina  
9:00 a.m.**

The Pinehurst Village Council held a Special Meeting at 09:00 a.m., Tuesday, September 24, 2024, in the Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:  
Mr. Patrick Pizzella, Mayor  
Dr. Jeff Morgan, Councilmember  
Ms. Barb Ficklin, Councilmember  
Mr. John Taylor, Mayor Pro Tem  
Mr. Jack Farrell, Councilmember  
Mr. Doug Willardson, Village Manager  
Mr. Alex Cameron, Planning & Inspections Director  
Ms. Shannon Konstantinou, Village Clerk

And approximately 1 attendee in addition to 1 staff.

**1. Call to Order.**

Mayor Pizzella called the Village Council meeting to order at 09:01 a.m.

Upon a motion by Councilmember Ficklin, seconded by Councilmember Farrell, Council unanimously approved relocating the Special Meeting to the Fallon Council Conference Room by a vote of 5-0.

Mayor Pizzella recessed the Special Meeting at 09:01 a.m. to relocate to the Fallon Council Conference Room.

Mayor Pizzella reconvened the Special Meeting at 09:05 a.m.

**2. Regular Business.**

**A. 09:00 a.m. Interview with Kimley Horn**

Ms. Cindy Szwarcop, Mr. Kelley Klepper, Mr. Jonathan Whitehurst, and Ms. Rachel Patterson introduced themselves and reviewed a PowerPoint presentation outlining the experience of Kimley Horn and the ways the firm will be able to assist the Village of Pinehurst with the update of the Pinehurst Development Ordinance (PDO).

Council and the representatives of Kimley Horn discussed the traffic impact analysis process, the PDO update timeline and process, quality control measures for the update process and draft materials, the weaknesses or challenges of the current PDO and ways to address these issues, how emergency or unexpected situations that come up during the update process are addressed (such as COVID, etc.), the role of a steering committee or ambassadors in the update process, the modulation and impact of community engagement, how integration of the

form-based guidelines into the PDO would occur, what is meant by new types of residential development and what issues does this address, what risks or challenges may arise relating to the PDO update and how the firm will address these issues (such as community perceptions, staffing, etc.), what redevelopment means to the firm, what experience the firm had with ordinance updates in communities with short-term rental regulations, and where the Village is in the PDO update process.

**B. 10:30 a.m. Interview with CPL**

Ms. Rebecca Keefer and Ms. Sarah McCarley introduced themselves and reviewed a PowerPoint presentation outlining the experience of CPL and the ways the firm will be able to assist the Village of Pinehurst with the update of the Pinehurst Development Ordinance (PDO).

Council and the representatives of CPL discussed the locations of the firm's offices and experience within Moore County, the firm's analysis of variance decisions example, what defines success for the PDO update, the firm's code observation analysis and how this analysis impacts ordinance updates, examples of projects for communities similar in size to the Village that the firm has recently completed, how the firm approaches traffic analysis, the firm's interest in working with the Village, the roles the firm's support staff and project management team would play in the PDO update, the firm's ability to respond to changes throughout the update process, integration of existing documents into the updated PDO would occur (such as form-based guidelines, engineering standards, etc.), the amount of on-site engagement that is anticipated, what constitutes successful engagement between the firm and the community, and where the Village is in the PDO update process.

**3. Motion to Adjourn.**

Upon a motion by Councilmember Morgan, seconded by Councilmember Ficklin, Council unanimously approved to adjourn the Special Meeting by a vote of 5-0 at 11:24 a.m.

Respectfully Submitted,



Shannon Konstantinou  
Village Clerk

*A videotape of this meeting is located on the Village website: [www.vopnc.org](http://www.vopnc.org)*

*Vision: The Village of Pinehurst is a charming, vibrant community, which reflects our rich history and traditions.*

*Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.*

*Values: Service, Initiative, Teamwork, and Improvement*