



Village Council
Agenda for Regular Meeting of September 9, 2025
Assembly Hall
395 Magnolia Road, Pinehurst, NC 28374
Pinehurst, North Carolina
4:30 PM

1. Call to Order
2. Invocation and Pledge of Allegiance
 - A. Invocation by Retired Pastor Hugh Tudor-Foley
3. Reports
 - A. Manager
 - B. Council
4. Motion to Approve Consent Agenda

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

 - A. Approval of Village Council Meeting Minutes
 1. August 12, 2025, Regular Meeting Minutes
 2. August 12, 2025, Work Session Minutes

End of Consent Agenda
5. Public Comments
6. Regular Business
 - A. Quarterly SOP Implementation Update for the Fiscal Year Ended June 30, 2025
 - B. Quarterly Financial Statements for the Fiscal Year Ended June 30, 2025
 - C. Discussion and Approval of the Library Construction Agreement with Msquare Construction, Inc. with a Base Bid Amount of \$4,449,000.
 - D. Discussion of the Funding Request for Supporting the Mutual Agreement of Benevolence with the Town of Dornoch
7. Other Business
8. Motion to Adjourn

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.



August 12, 2025, Regular Meeting Minutes
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 09/02/2025

MEMO DETAILS

ATTACHMENTS

1. 08.12.2025 DRAFT Regular Meeting Minutes



**Village Council
Minutes for the Regular Meeting of August 12, 2025
Assembly Hall
395 Magnolia Road
Pinehurst, North Carolina
4:30 p.m.**

The Village of Pinehurst Village Council held a Regular Meeting at 04:30 p.m., Tuesday, August 12, 2025, 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
Ms. Shannon Konstantinou, Village Clerk
Mr. Josh Dockery, IT Systems Specialist

And approximately 11 members of the audience in attendance, in addition to 11 staff and 0 press.

1. Call to Order.

Mayor Pizzella called the Village Council meeting to order at 04:31 p.m.

2. Invocation and Pledge of Allegiance.

- A. Invocation by Mr. Jason Whitaker, Village of Pinehurst's Chief Information Officer**
- B. Pledge by Village Council and Staff**

3. Reports:

Village Manager

- Mr. Doug Willardson reported on the August 29-31, 2025, Pinehurst BBQ Festival, provided an update on the construction bids for the new Library, and reminded everyone that enforcement of the 3-hour parking limit in the Downtown area is now in full effect.

Village Council

- Mayor Pizzella reported on a recent tour of Fire Station 92 and on the August 05, 2025, Moore County Board of Commissioners Special Meeting.
- Councilmember Morgan reported on the August 27, 2025, Central Pines Regional Council Board of Delegates meeting, noted there are a lot of local events happening, and reminded everyone to be on the lookout for buses and more traffic due to it being the time of year for back-to-school.
- Mayor Pro Tem Taylor reported on the July 29, 2025, U.S. Kids Golf Parade of Nations, a recent trip with Mr. Willardson to Wilson, NC to learn about the town's micro transit program, and on

the August 05, 2025, Moore County Board of Commissioners Special Meeting.

- Councilmember Ficklin reported on the July 30, 2025, and August 06, 2025, PDO Update Focus Group meetings noting the upcoming PDO Update Focus Group meeting of September 03, 2025, and PDO Update Community Meeting of September 17, 2025; on the August 04, 2025, Beautification Committee meeting; and on the August 11-13, 2025, The National Institute of Minority Economic Development Executive Networking Conference held at the Pinehurst Resort.
- Councilmember Farrell reported on the July 30, 2025, and August 06, 2025, PDO Update Focus Group meetings noting the upcoming PDO Update Focus Group meeting of September 03, 2025, and PDO Update Community Meeting of September 17, 2025.

FY 2025 Annual Fire Report

Chief Clouston reviewed a Pinehurst Fire Department FY 2025 By the Numbers PDF report.

FY 2025 Annual Police Report

Chief Webb reviewed a Pinehurst Police Department Police Department Report Mid-Year 2025 PowerPoint presentation.

4. Motion to Approve Consent Agenda.

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held unless requested by a member of the Village Council.

A. Approval of Village Council Meeting Minutes

- July 22, 2025, Regular Meeting Minutes
- July 22, 2025, Work Session Minutes

End of Consent Agenda.

Upon a motion by Councilmember Ficklin, seconded by Mayor Pro Tem Taylor, Council unanimously approved all items listed and considered routine on the Consent Agenda by a vote of 5-0.

5. Honorary Resolution.

A. Resolution 25-34 Honoring Mr. Michael Newman (Village Attorney)

Council commended Mr. Michael Newman for his 21 years of service to the Village of Pinehurst.

Upon a motion by Councilmember Morgan, seconded by Councilmember Farrell, Council unanimously approved Resolution 25-34 Honoring Mr. Michael Newman (Village Attorney) by a vote of 5-0.

Mayor Pizzella read aloud Resolution 25-34 Honoring Mr. Michael Newman (Village Attorney) and presented the resolution to Mr. Newman.

A Resolution Honoring the Service of Mr. Michael J. Newman

WHEREAS, The Village Council of the Village of Pinehurst wishes to acknowledge and express its gratitude and appreciation to Mr. Michael J. Newman for 21 years of dedicated public service to its citizens; and

WHEREAS, Mr. Newman faithfully served as the Village Attorney from September 2004 to August 2025; and

WHEREAS, Mr. Newman provided the Village Council, Village Advisory Boards, departments, and staff with expert legal counsel, guidance, and representation with the highest level of professionalism, integrity, and commitment; and

WHEREAS, Mr. Newman played a vital role in drafting and reviewing ordinances and resolutions, advising on municipal law, guiding the Village through complex legal matters, and ensuring that the actions of the Village complied with all applicable laws and regulations; and

WHEREAS, Mr. Newman's wise counsel, institutional knowledge, and tireless work ethic have contributed greatly to the growth, stability, and governance of the Village of Pinehurst; and

WHEREAS, the Village Council and the residents of the Village of Pinehurst have benefited from Mr. Newman's unwavering dedication and long-standing service to the community.

Now, Therefore, Be It Resolved by the Village Council of the Village of Pinehurst, North Carolina, in a Regular Meeting assembled this 12th day of August 2025 as follows:

Section 1. That the Village Council hereby expresses, on behalf of the citizens of the Village of Pinehurst, its sincere gratitude and appreciation to Mr. Michael J. Newman for 21 years of distinguished and honorable service as Village Attorney.

Section 2. That a copy of this resolution be spread upon the permanent minutes of the Village of Pinehurst and a copy thereof, duly executed by the Mayor, be presented to Mr. Newman as a token of our esteem.

This Resolution passed and adopted this 12th day of August 2025.

B. Resolution 25-44 Honoring Mr. Richard Vincent (HPC)

Mr. Willardson stated Mr. Richard Vincent was unable to attend the meeting and the resolution honoring Mr. Vincent will need to be postponed to a later date.

6. Public Comments.

Mr. Boyles, Pinehurst Resident, spoke in favor of an underpass option for the Pinehurst Traffic Circle.

Ms. Barbara Summers, Pinehurst Resident, expressed concerns regarding stormwater management on Lake Hills Rd.

Ms. Debbie Pennington, 165 Lake Hills Rd., expressed concerns regarding stormwater management on Lake Hills Rd. and stormwater runoff from the nearby golf course.

Mr. Willardson asked that agenda items 9.A.-F. be heard before agenda item 7.A. Council unanimously agreed.

9. Resolutions.

A. Consider Resolution 25-36 Appointing Ms. Janet Farrell as Chair of the Beautification Committee

Mr. Willardson spoke in favor of Ms. Janet Farrell's nomination as Chair of the Beautification Committee.

RESOLUTION #25-36:

**A RESOLUTION APPOINTING A CHAIR TO THE
VILLAGE OF PINEHURST BEAUTIFICATION COMMITTEE.**

WHEREAS, the Village of Pinehurst established the Village of Pinehurst Beautification Committee

by Resolution #10-35 on November 16, 2010; and

WHEREAS, Village Council adopted Resolution #17-24 on September 12, 2017, amending the Beautification Committee; and

WHEREAS, there is a need to appoint a new Chair for the Beautification Committee; and

WHEREAS, Ms. Janet Farrell and the Village Council of the Village of Pinehurst are desirous of her serving as the Chair of the Beautification Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in the Regular Meeting assembled this 12th day of August 2025, as follows:

Ms. Janet Farrell shall be appointed as Chair of the Beautification Committee effective August 12, 2025, said term expiring on June 30, 2026.

THIS RESOLUTION passed and adopted this 12th day of August 2025.

B. Consider Resolution 25-37 Appointing Ms. Amy Foushee to the Planning & Zoning Board and Board of Adjustment

Mr. Willardson spoke in favor of Ms. Amy Foushee's nomination to the Planning & Zoning Board and Board of Adjustment.

Ms. Foushee spoke briefly about her personal and professional background and thanked Council for the opportunity to serve the Village of Pinehurst community.

RESOLUTION #25-37:

A RESOLUTION REGARDING AN APPOINTMENT TO THE PINEHURST PLANNING & ZONING BOARD AND BOARD OF ADJUSTMENT.

THAT WHEREAS, the Village of Pinehurst has established a Planning & Zoning Board and a Board of Adjustment as required by its Development Ordinance and authorized by North Carolina General Statutes 160D-301 and 160D-302; and

WHEREAS, on the 13th day of March 2012, the Village Council of the Village of Pinehurst adopted Ordinance #12-10 to amend Chapter 31 of the Pinehurst Municipal Code to combine the Planning & Zoning Board and the Board of Adjustment; and

WHEREAS, there is a need to fill a vacancy on the Boards.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in the Regular Meeting assembled this 12th day of August 2025 that the following appointment is hereby made to the Planning & Zoning Board and the Board of Adjustment for the term indicated:

Ms. Amy Foushee is appointed as a member of the Planning & Zoning Board and the Board of Adjustment effective August 12, 2025, to serve at the pleasure of the Council until the end of her term on August 31, 2027.

THIS RESOLUTION passed and adopted this 12th day of August 2025.

C. Consider Resolution 25-39 Appointing Mr. Joe Rosario to the Historic Preservation

Commission

Mr. Willardson spoke in favor of Mr. Joe Rosario's nomination to the Historic Preservation Commission.

Mr. Rosario spoke briefly about his personal and professional background and thanked Council for the opportunity to serve the Village of Pinehurst community.

RESOLUTION #25-39:**A RESOLUTION REGARDING AN APPOINTMENT TO THE VILLAGE OF PINEHURST HISTORIC PRESERVATION COMMISSION.**

WHEREAS, the Village of Pinehurst has established a Historic Preservation Commission as authorized by North Carolina General Statutes, Chapter 160D, Article 303; and

WHEREAS, there is a need to fill a vacancy on the Historic Preservation Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 12th day of August 2025 that the following appointment is hereby made to the Historic Preservation Commission for the term indicated:

Mr. Joe Rosario is appointed as a member of the Historic Preservation Commission, effective August 12, 2025, to serve at the pleasure of the Council until the end of his term on August 31, 2027.

THIS RESOLUTION passed and adopted this the 12th day of August 2025.

D. Consider Resolution 25-40 Appointing Ms. Lollie Addleman to the Historic Preservation Commission

Mr. Willardson spoke in favor of Ms. Lollie Addleman's nomination to the Historic Preservation Commission.

Ms. Addleman spoke briefly about her personal and professional background and thanked Council for the opportunity to serve the Village of Pinehurst community.

RESOLUTION #25-40:**A RESOLUTION REGARDING AN APPOINTMENT TO THE VILLAGE OF PINEHURST HISTORIC PRESERVATION COMMISSION.**

WHEREAS, the Village of Pinehurst has established a Historic Preservation Commission as authorized by North Carolina General Statutes, Chapter 160D, Article 303; and

WHEREAS, there is a need to fill a vacancy on the Historic Preservation Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 12th day of August 2025 that the following appointment is hereby made to the Historic Preservation Commission for the term indicated:

Ms. Lollie Addleman is appointed as a member of the Historic Preservation Commission, effective August 12, 2025, to serve at the pleasure of the Council until the end of her term on August 31, 2027.

THIS RESOLUTION passed and adopted this the 12th day of August 2025.

E. Consider Resolution 25-41 Appointing Mr. Joe Iverson as Chair of the Historic Preservation Commission

Mr. Willardson spoke in favor of Mr. Joe Iverson's nomination as Chair of the Historic Preservation Commission.

RESOLUTION 25-41:

A RESOLUTION APPOINTING A CHAIRPERSON TO THE PINEHURST HISTORIC PRESERVATION COMMISSION.

WHEREAS, the Village of Pinehurst has established a Historic Preservation Commission as authorized by North Carolina General Statutes, Chapter 160A, Article 19; and

WHEREAS, the Chairperson seat for the Historic Preservation Commission needs to be filled as the previous Chairperson's term expired on July 31, 2025.

WHEREAS, the Village Council of the Village of Pinehurst is desirous of making an appointment to fill the vacant seat of Chairperson of the Historic Preservation Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in the Regular Meeting assembled this 12th day of August 2025 as follows:

Mr. Joe Iverson is appointed as the Chairperson of the Historic Preservation Commission, effective August 12, 2025, to serve at the pleasure of the Council until the end of his Chairperson term on August 31, 2027.

THIS RESOLUTION passed and adopted this the 12th day of August 2025.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously approved the following resolutions of appointment by a vote of 5-0:

A. Resolution 25-36 Appointing Ms. Janet Farrell as Chair of the Beautification Committee effective August 12, 2025, said term expiring on June 30, 2026.

B. Resolution 25-37 Appointing Ms. Amy Foushee to the Planning & Zoning Board and Board of Adjustment effective August 12, 2025, to serve at the pleasure of the Council until the end of her term on August 31, 2027.

C. Resolution 25-39 Appointing Mr. Joe Rosario to the Historic Preservation Commission effective August 12, 2025, to serve at the pleasure of the Council until the end of his term on August 31, 2027.

D. Resolution 25-40 Appointing Ms. Lollie Addleman to the Historic Preservation Commission effective August 12, 2025, to serve at the pleasure of the Council until the end of her term on August 31, 2027.

E. Resolution 25-41 Appointing Mr. Joe Iverson as Chair of the Historic Preservation Commission effective August 12, 2025, to serve at the pleasure of the Council until the end of his Chairperson term on August 31, 2027.

F. Consider Resolution 25-43 Authorizing the Sale of Certain Real Property at Public Auction (Morganton & Calhoun)

Mr. Willardson discussed the history of the Village disposing of surplus real property at public auction and provided information on the two lots currently up for disposal as surplus real property at public auction in September 2025.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved Resolution 25-43 Authorizing the Sale of Certain Real Property at Public Auction for the following Village-owned properties by a vote of 5-0:

- Vacant lot located at 7 Calhoun Ln., Parcel ID #00021657, Unit 9 Lot 147 PH I.
- Vacant lot located at 1210 Morganton Rd., Parcel ID #00024098, Unit 8 A Lot 613 PH

RESOLUTION #25-43:

A RESOLUTION AUTHORIZING THE SALE OF CERTAIN REAL PROPERTY AT PUBLIC AUCTION.

WHEREAS, the Village Council of the Village of Pinehurst desires to dispose of certain surplus property of the Village of Pinehurst.

NOW, THEREFORE, BE IT RESOLVED by the Village Council that:

1. The following described properties are hereby declared to be surplus to the needs of the Village of Pinehurst:
 - a. Vacant lot located at 7 Calhoun Ln., Parcel ID #00021657, Unit 9 Lot 147 PH I. (Attachment A)
 - b. Vacant lot located at 1210 Morganton Rd., Parcel ID #00024098, Unit 8 A Lot 613 PH I. (Attachment B)
2. The Village Manager is authorized to receive, on behalf of the Village Council, bids at public auction for the purchase of the described properties.
3. The public auction will be held from September 17, 2025, to September 24, 2025, at <https://bid.allthewayauctions.com/ui>. The terms of sale shall be:
 - a. Bidders must register with All the Way Auctions and submit proof of funds.
 - b. A 10% "Buyer's Premium" will be paid by the highest bidder at closing.
 - c. A 10% non-refundable "Due Dilligence Fee" deposit is due to All the Way Auctions within 24 hours of acceptance of the highest bid by the Village Council.
 - d. All loan types considered and / or cash.
 - e. Highest bidder will complete the purchase within 45 days of the Village Council acceptance of their bid.
 - f. The property is sold in its current condition, as is, and the Village gives no warranty with respect to usability of the property.
4. The Village Clerk shall cause a notice of the public auction to be published in accordance with G.S.160A-270(a).
5. The highest bid shall be reported to the Village Council and must be accepted or rejected by the Village Council within 30 days of the report.
6. No sale may be completed until the Village Council has approved the highest bid.

THIS RESOLUTION passed and adopted this 12th day of August 2025.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved to recess the Regular Meeting and enter the Public Hearing by a vote of 5-0 at 06:27 p.m.

7. Public Hearing.

A. Public Hearing for an Official Zoning Map Amendment (55 Rattlesnake Trail)

Mr. Willardson provided background on the upcoming land swap of the property with Moore County for the development of a new EMS station and reason for requesting a zoning map amendment.

Mr. Alex Cameron, Planning & Inspections Director, reviewed a Public Hearing Official Zoning Map Amendment (55 Rattlesnake Trail) PowerPoint presentation highlighting the Zoning Map Amendment, Request, Adjacent Land Uses and Zoning, Analysis, Environmental, 2019 Comprehensive Plan, Planning & Zoning Board Action, Village Council Action, and Staff Recommendation.

Mr. Cameron noted Council is also being asked to grant a Special Intensity Allocation in conjunction with the Official Zoning Map Amendment.

Mayor Pizzella asked if anyone present wished to speak as part of the Public Hearing. No one came forward.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved to adjourn the Public Hearing and re-enter the Regular Meeting by a vote of 5-0 at 06:43 p.m.

8. Ordinance.

A. Consider Ordinance 25-14 Official Zoning Map Amendment (55 Rattlesnake Trail)

Mr. Willardson discussed the land swap process and timeline of Moore County's development of a new EMS station on the property.

Upon a motion by Councilmember Farrell, seconded by Mayor Pro Tem Taylor, Council unanimously approved Ordinance 25-14 Official Zoning Map Amendment rezoning approximately 0.92 acres of land at 55 Rattlesnake Trail, further identified by Parcel ID #10000849, from VP-FBD-H (Village Place Form Based District Block H) to NC (Neighborhood Commercial) effective August 12, 2025, found the rezoning consistent with the 2019 Comprehensive Plan, and amended the ordinance to include the following: Section 6.1 A Special Intensity Allocation of 0.92 acres for the development of a new Moore County EMS Station at 55 Rattlesnake Trail, further identified by Parcel ID #10000849, is approved; by a vote of 5-0.

ORDINANCE #25-14:

AN ORDINANCE AMENDING THE OFFICIAL PINEHURST ZONING MAP AS IT PERTAINS TO THE REZONING OF APPROXIMATELY 0.92 ACRES LOCATED AT 55 RATTLESNAKE TRAIL & CONSISTING OF PID # 10000849.

THAT WHEREAS, the Village Council of the Village of Pinehurst adopted a new Pinehurst Development Ordinance and Map on the 8th day of October 2014 for the purpose of regulating planning and development in the Village of Pinehurst and the extraterritorial area over which it has jurisdiction; and

WHEREAS, said Ordinance and Map may be amended from time to time as circumstances and the best interests of the community have required; and

WHEREAS, the Planning & Zoning Board held a public hearing on July 10, 2025, and recommended the zoning map amendment be approved due to its consistency with the 2019 Comprehensive Plan; and

WHEREAS, a public hearing was held on August 12, 2025, in the Assembly Hall of the Pinehurst Village Hall, Pinehurst, North Carolina after due notice in the Pilot, a newspaper in Southern Pines,

North Carolina, with general circulation in the Village of Pinehurst, and its extraterritorial jurisdiction. The purpose of this public hearing was to consider the rezoning of approximately 0.92 acres of land located at 55 Rattlesnake Trail and further identified by Parcel ID's #10000849 from VP-FBD-H (Village Place Form Based District Block H) to NC (Neighborhood Commercial), at which time all interested citizens, residents and property owners in the Village of Pinehurst and its extraterritorial jurisdiction were provided an opportunity to comment on the proposed rezoning; and

WHEREAS, the Village Council, after considering all the facts and circumstances surrounding the proposed rezoning, have determined that it is in the best interests of the Village of Pinehurst and the extraterritorial jurisdiction that the Zoning Map be amended.

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled on this 12th day of August 2025 as follows:

SECTION 1. The proposed rezoning is consistent with the recommended land use for the subject area as identified on the Conservation and Growth Map on page 62 of the 2019 Comprehensive Plan which identifies the area as "Mixed-Use Center".

SECTION 2. The proposed project is located within Focus Area 4: Village Place/Rattlesnake Trail Corridor as identified on the Conservation and Growth Map on page 62 of the 2019 Comprehensive Plan and as a Mixed Use Center. Mixed-Use Centers are "opportunities for future walkable mixed-use developments in proximity to existing neighborhoods, roads, and utility infrastructure."

SECTION 3. The 2019 Comprehensive Plan in Guiding Principle 2: Balancing Conservation & Growth, calls for balancing the need to conserve land while allowing purposeful, quality development in strategic locations.

SECTION 4. The 2019 Comprehensive Plan in Guiding Principle 6: Supporting Infrastructure & Utilities states the need to ensure supporting infrastructure and community facilities exist to meet the needs of existing and future Pinehurst residents, businesses, and visitors.

SECTION 5. The proposed rezoning is supported by Implementation Strategy 2.20 which indicates that the Village should work with property owners and developers to pursue public/private development partnerships that attract high quality development.

SECTION 6. That the Pinehurst Zoning Map of the Village of Pinehurst and its extraterritorial zoning jurisdiction hereby is amended by the rezoning of approximately 0.92 acres of land at 55 Rattlesnake Trail, further identified by Parcel ID #10000849 from VP-FBD-H (Village Place Form Based District Block H) to NC (Neighborhood Commercial) by the Village of Pinehurst effective August 12, 2025.

SECTION 6.1. A Special Intensity Allocation of 0.92 acres for the development of a new Moore County EMS Station at 55 Rattlesnake Trail, further identified by Parcel ID #10000849, is approved.

SECTION 7. This Ordinance shall be and remain in full force and effect from and after August 12, 2025.

THIS ORDINANCE is passed and adopted this 12th day of August 2025.

9. Ordinance.

- A. Consider Ordinance 25-12 Amending the FY 2026 Budget for Re-appropriations from FY 2025**
Ms. Sheila Edmonds, Assistant Financial Services Director, reviewed a memo detailing the request for an amendment to the FY2026 Budget.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Ficklin, Council unanimously approved Ordinance 25-12 Amending the FY 2026 Budget for Re-appropriations from FY 2025 by a vote of 5-0.

ORDINANCE #25-12:

AN ORDINANCE AMENDING THE ORDINANCE APPROPRIATING FUNDS FOR OPERATIONS OF THE VILLAGE OF PINEHURST FOR FISCAL YEAR 2026, REGARDING REVENUES AND EXPENDITURES OF THE GENERAL FUND (RE-APPROPRIATE UNSPENT FY 2025 FUNDS IN FY 2026).

THAT WHEREAS, funds that were restricted to specific uses were received by the Village in the fiscal year ending June 30, 2025 that were not expended but are expected to be expended in the fiscal year ending June 30, 2026 including Police donations, Fire donations, Library & Archives donations, greenway wildlife habitat donations, Police controlled substance taxes, and Police equitable sharing funds; and

WHEREAS, the Village budgeted for expenditures in the fiscal year ending June 30, 2025 for various other projects that were not incurred, but are expected to be incurred in the fiscal year ending June 30, 2026; and

WHEREAS, expenditures are anticipated in fiscal year ending June 30, 2026 for business insurance, building maintenance, professional services, and street repairs that were not known or foreseeable at the time the original fiscal year 2026 budget was adopted; and

WHEREAS, the Village did not appropriate these funds in the original budget adopted for the year ended June 30, 2026 in Ordinance #25-09.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 12th day of August 2025, as follows:

SECTION 1. To amend the General Fund budgeted expenditures, the following amounts are to be added to the original expenditure appropriations for FY 2026:

GENERAL FUND EXPENDITURES:

Governing Body	\$ 21,080
Administration	79,360
Financial Services	1,020
Human Resources	2,680
Police	74,341
Fire	59,878
Inspections	1,050
Public Services Administration	1,860
Streets & Grounds	1,999,147
Solid Waste	160,706
Planning	126,496
Recreation	14,252
Library & Archives	7,814
Harness Track	42,802
Fair Barn	1,227
TOTAL EXPENDITURES REAPPROPRIATION	<u>\$ 2,593,713</u>

SECTION 2. To amend the General Fund budgeted revenues, the following amount should be added to the original estimated revenues for FY 2026:

GENERAL FUND REVENUES:

Fund Balance Appropriated	<u>\$ 2,593,713</u>
TOTAL GENERAL FUND REVENUES	<u>\$ 2,593,713</u>

SECTION 3. Copies of this budget amendment shall be furnished to the Village Clerk, Village Manager and to the Financial Services Director for their direction and implementation.

THIS ORDINANCE passed and adopted this 12th day of August 2025.

10. Regular Business.

A. Consideration and Approval of Agreement with Hartzog Law Group for Village Legal Services

Mr. Willardson reviewed a memo outlining the Background, Recommendation, and Experience / Education of Mr. Dan M. Hartzog, Jr.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously approved the August 2025 Memorandum of Understanding (MOU) between Hartzog Law Group, LLP and the Village of Pinehurst for Legal Services and authorized the Village Manager to execute the MOU by a vote of 5-0.

B. Authorize Village Manager to Finalize Documentation for Parcel Exchange with Moore County

Mr. Willardson reviewed a memo outlining the Land Swap Details and Next Steps for the Village's upcoming land swap deal with Moore County.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously authorized the Village Manager to execute the land exchange agreement and associated deeds, and to negotiate and execute a lease agreement for the County's continued use of the existing public safety facility during the transition period while the new facility is constructed by a vote of 5-0.

C. Consider Schedule of Activities and Funding Request for Supporting the Mutual Agreement of Benevolence with the Town of Dornoch

Mr. Willardson reviewed a memo detailing the Cooperative Liaison of Mutual Benevolence Agreement between the Village of Pinehurst, North Carolina and the Town of Dornoch, Scotland and the Dornoch delegation's visit to the Village of Pinehurst in November 2025.

Council deliberated whether contributing taxpayer funds to the cost of the Dornoch delegation's visit is ethical and agreed to have Mr. Willardson do more research / due diligence on municipalities contributing funds for functions / events similar to this.

11. Other Business.

Council discussed the August 06, 2025, meeting of the Sandhills Metropolitan Planning Organization's (SMPO) Technical Coordinating Committee (TCC) and the TCC's work on the SMPO's 2028-2037 State Transportation Improvement Program project list.

12. Motion to Adjourn.

Mayor Pizzella adjourned the Regular Meeting at 07:24 p.m.

Respectfully Submitted,

Shannon Konstantinou
Village Clerk

*A videotape of this meeting is located on the Village website: 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*

DRAFT



August 12, 2025, Work Session Minutes
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 09/02/2025

MEMO DETAILS

ATTACHMENTS

1. 08.12.2025 DRAFT Work Session Minutes



**Village Council
Minutes for the Work Session of August 12, 2025
Assembly Hall
395 Magnolia Road
Pinehurst, North Carolina
04:30 p.m.**

The Village of Pinehurst Village Council held a Work Session Meeting at 07:24 p.m., Tuesday, August 12, 2025, 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
Mr. John Taylor, Mayor Pro Tem
Ms. Barb Ficklin, Councilmember
Mr. Jack Farrell, Councilmember
Mr. Doug Willardson, Village Manager
Ms. Shannon Konstantinou, Village Clerk
Mr. Josh Dockery, IT Systems Specialist

And approximately 2 members of the audience in attendance, in addition to 1 staff and 0 press.

1. Call to Order.

Mayor Pizzella called the Village Council Work Session to order at 07:35 p.m.

2. General Business.

A. Discussion on the NCDOT Traffic Circle Design from June 2025

Council and Mr. Willardson discussed the background of the North Carolina Department of Transportation (NCDOT) redesign of the Pinehurst Traffic Circle (PTC), reviewed a Pinehurst Full Project simulated overhead photo showing the final proposed redesign of the PTC, and deliberated on the pros and cons of the final proposed redesign.

Council noted NCDOT will hold a Public Meeting at the Fair Barn the evening of October 28, 2025, to review and discuss the final proposed redesign with the community.

B. Discussion on Strategic Planning Process and Outline for FY2027

Mr. Willardson reviewed a memo outlining the proposed process and schedule for the upcoming FY2027 Strategic Operating Plan meetings.

Council deliberated on the proposed FY2027 Strategic Operating Plan meetings process and schedule and agreed to follow the outline provided.

C. Consideration of Streetlight Placement and Decorative vs. Standard Fixtures

Mr. Willardson reviewed a memo outlining the proposed new streetlight installations / changes and the use of decorative versus standard fixtures and presented Council with a Decorative Streetlight Core Area map and Proposed Street Light Additions & Changes table for their reference.

Council supported the proposed streetlight installations / changes as outlined in the memo and supporting documents.

D. Discussion on Redevelopment of Village Place Core and Request to Issue Statement of Interest and Qualifications (SOIQ)

Mr. Willardson reviewed a memo proposing the Village release a Request for Statements of Interest and Qualifications for the redevelopment of the Village Place Core area and provided Council with a draft Notice of Request for Statements document for their review.

Council and Mr. Willardson discussed distribution of the notice and the desired outcome / response to the notice. Council agreed to have the notice distributed as written.

E. Update on Moore County's Land Use Plan Process

Council discussed the August 05, 2025, Moore County Board of Commissioners Special Meeting on the Moore County Regional Airport and the Moore County Land Use Plan.

3. Motion to Adjourn.

Upon a motion by Councilmember Morgan, seconded by Councilmember Ficklin, Council unanimously approved to adjourn the Work Session by a vote of 5-0 at 08:41 p.m.

Respectfully submitted,

Shannon Konstantinou
Village Clerk

A videotape of this meeting is located on the Village website: 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



Quarterly SOP Implementation Update for the Fiscal Year Ended June 30, 2025

ADDITIONAL AGENDA DETAILS:

FROM: Doug Willardson, Village Manager
CC: Village Council;
DATE OF MEMO: 09/03/2025

MEMO DETAILS

Fiscal Year 2025 was a significant year for the Village of Pinehurst. Guided by the Village Council, staff advanced major strategic initiatives while continuing to deliver high-quality day-to-day services.

The attached State of the Village Report highlights two perspectives: Council-directed initiatives that are shaping Pinehurst's future, and performance metrics that reflect strong service delivery and fiscal responsibility. Together, they provide a clear picture of how Pinehurst is growing and thriving while honoring its unique character and traditions.

ATTACHMENTS

1. FY25 SOV 9.5.25

STATE OF THE VILLAGE

Fiscal Year 2025



State of the Village – FY25 Report

Introduction

Fiscal Year 2025 has been a significant year in the life of the Village of Pinehurst, marked not only by progress on major initiatives. Guided by the Village Council, staff have been charged with carrying out a diverse range of strategic initiatives while also maintaining excellence in our day-to-day operations.

This report has been prepared in two distinct parts:

1. **Council-Directed Initiatives** – A review of the priority projects assigned by the Village Council to staff. These initiatives represent forward-looking investments in the Village’s future, including updates to development policy, major facility expansions, infrastructure improvements, and planning efforts that will shape Pinehurst for decades to come.
2. **Performance Metrics** – A summary of ongoing operations and service delivery across departments. These benchmarks demonstrate the Village’s continued success in providing high-quality, reliable services to residents, businesses, and visitors while remaining fiscally responsible.

The combination of these two perspectives—strategic initiatives and operational performance—offers a complete picture of how Pinehurst continues to grow, adapt, and thrive while honoring its unique character and traditions.

Part I: Council-Directed Initiatives

Updating the Pinehurst Development Ordinance

Department: Planning

Original Budget: \$200,000. Contract approved at \$222,625.

The Pinehurst Development Ordinance (PDO) is a critical tool for shaping the Village’s built environment and guiding growth in line with the community’s vision. The current update effort stems directly from the 2019 Comprehensive Plan, which laid out broad community priorities and established a roadmap for the future. This process seeks not only to modernize the PDO but also to unify and simplify regulations into a single, cohesive development ordinance.

Over the past year, the Village engaged a planning consultant and established a steering committee to ensure broad-based community input in guiding this important effort. Staff, the consultant, and the steering committee have been working diligently to review and edit

chapters of the ordinance, meeting multiple times to examine the existing ordinance, identify inconsistencies, and recommend structural improvements.

The project remains on schedule, with final adoption anticipated in October 2025. This milestone will represent one of the most significant planning updates in Pinehurst's history, positioning the Village to preserve its unique character while accommodating responsible growth.

Redevelopment of Village Place

Department: Public Services & Administration

Original Budget: \$5,980,000. This anticipated a relocation of the Public Services complex within the five-year planning cycle.

The Village made important progress this year toward its long-term vision for Village Place: creating a vibrant, walkable district that supports new development and community amenities. A key milestone was completing a land swap with Moore County for the EMS facility, strengthening the foundation for future redevelopment.

Staff also held numerous meetings with property owners, many of whom expressed strong interest in participating in the area's growth. Building on this momentum, Council authorized staff to begin seeking interested development partners to move the project forward. The Village is now focused on the Village Place Core, a 13-acre redevelopment zone located south of McCaskill Road, adjacent to the Pinehurst Brewery and The Manor Inn. The Village owns 8 of these acres, creating a unique opportunity for a public-private partnership.

This progress marks an important step toward one of the most significant redevelopment opportunities in Pinehurst's history, positioning Village Place to become a vibrant destination for residents, visitors, and businesses alike.

Expansion and Renovation of Given Memorial Library & Tufts Archives

Department: Library & Administration

Original Budget: \$5,600,000 – \$8,000,000. Library construction contract of \$4,449,000.

The acquisition of the Given Memorial Library and Tufts Archives has created an extraordinary opportunity to enhance cultural and educational resources in the Village. The

project follows a two-pronged approach: expanding the archives within the existing facility while constructing a new, purpose-built library that meets modern service expectations.

The full design has been completed, and the project was formally released for bidding. Bids are currently under review, and the construction contract is expected to be awarded in September 2025. A groundbreaking ceremony is planned for fall 2025, with construction to follow immediately thereafter. This timeline positions the Village to deliver a modern library and archives complex that will not only preserve Pinehurst's history but also expand access to learning, culture, and community engagement for decades to come.

Third Fire Facility

Department: Fire

Original Budget: \$400,000 for design (construction anticipated FY28)

After careful evaluation, the Fire Department Response BIRDIE recommended a phased approach to improving fire response that balances flexibility with fiscal responsibility.

The first step is establishing a Quick Response Unit (QRU) by adding two personnel per shift, enabling faster responses to medical calls and smaller fire incidents at a lower cost. To support staffing, the Village will apply for a SAFER grant to fund six positions. If funding is not awarded, Council will need to consider covering the cost directly in the next budget cycle—about a \$0.01 tax rate increase.

In parallel, the Village will begin design work for a future Linden Road station, positioning it for expansion when needed.

This phased model allows the Village to adapt based on data and performance, ensuring fire service growth remains cost-effective, flexible, and aligned with community needs.

Multi-Modal Transportation Plan

Department: Planning

Original Budget: \$100,000. Completed in house for free.

As Pinehurst matures, mobility and connectivity have become top priorities. In response, the Village consolidated all multi-modal transportation strategies—including bicycle, pedestrian, and golf cart access—into one unified plan.

The Bicycle & Pedestrian Advisory Committee played a central role in shaping the plan, helping to prioritize infrastructure projects and identify opportunities for long-term improvements. The plan was formally adopted in July 2025, providing a clear roadmap for future investment.

Based on the adopted plan, the Village has submitted funding requests to the Sandhills MPO (SMPO) for inclusion in the State Transportation Improvement Plan (STIP). In addition, the Village has already secured \$218,000 to construct a pathway along Airport Road, connecting Forest Creek in Southern Pines to McKinnon Road.

Local progress is also moving forward. One of the most anticipated projects—the Pinehurst No. 6 sidewalk—is currently under construction and scheduled for completion in October 2025, further advancing the Village’s commitment to safer, more connected neighborhoods.

Retrofitting Athletic Fields with Synthetic Turf

Department: Parks & Recreation

Original Budget: \$1,481,700

The effort to retrofit athletic fields with synthetic turf was successfully completed in March 2025. Since then, the Rassie Wicker field has quickly become some of the most heavily used recreational assets in the Village, serving youth sports teams, school programs, and community leagues.

This investment is already delivering clear benefits. Maintenance costs have been significantly reduced, and weather-related downtime has decreased dramatically, allowing games and practices to continue even after heavy rainfall. The new turf also expands the total amount of playable hours, effectively increasing field capacity without the immediate need for new facilities.

To improve the experience for players and spectators, the Village selected a specialized turf system designed to reduce heat absorption. This innovation keeps surface temperatures lower during the warmest months, ensuring safer and more comfortable conditions for athletes. The combination of durability, safety, and year-round usability has made the new fields a community highlight and a model for future recreation investments.

Short-Term Rental (STR) Monitoring & Compliance

Departments: Administration, Planning & Inspections

Original Budget: \$40,000. Software contract approximately \$45,000.

As you are aware, in October 2022, the Village Council adopted Ordinance #22-15, prohibiting the establishment of new short-term rentals (STRs). To carry out this directive, staff launched a monitoring program and enhanced compliance practices.

Since implementing the monitoring software, staff have identified several properties that appeared to be operating in violation. Informational notices were issued, followed by formal violation letters in June. Follow-up confirmed that the affected properties have since come into compliance.

Staff also completed a comprehensive review of more than 260 STR units currently advertising. Among those with more than 14 rental days in the past year, none experienced a break in operations exceeding 365 days—the point at which nonconforming status would be lost. A few units with fewer than 14 rental days did have breaks longer than 365 days, but since they fall below the threshold, no violations occurred.

Noise complaints were also reviewed. While a few isolated incidents were reported, there have been no repeat violations tied to an STR property, and the issues were resolved when police responded.

Ongoing monitoring remains in place, with staff regularly reviewing listings and verifying compliance. This proactive approach allows violations to be addressed quickly while ensuring fairness for operators who follow the rules. These efforts uphold neighborhood stability and advance the Council's goal of preventing the expansion of short-term rentals in Pinehurst.

Other Significant Projects

Several additional initiatives advanced during FY25, each contributing to the Village's ongoing improvement and long-term planning:

- **Downtown Parking** – The new downtown parking management program launched in July 2025. Early feedback indicates that more parking spaces are available, and the parking attendant has been effective in balancing enforcement with resident and visitor education.
- **Document Imaging** – The Human Resources Department successfully piloted the new document imaging system, scanning historic records into digital storage. With

HR now fully operational, the Village Clerk's office is preparing to be the next department to implement the system.

- **Highway 5 Improvements** – The Village continues to coordinate with NCDOT on the design and scheduling of Highway 5 improvements. Construction south of Blake Boulevard is already underway, while the segment from Blake Boulevard to NC 211 remains in design and will not begin until after the 2029 U.S. Open. Planning is also moving forward on the Morganton Road/Highway 5 intersection, which is scheduled to be bid in 2028 and completed before the tournament.
- **Traffic Circle Improvements** – After the community rejected the Continuous Flow Intersection concept in summer 2024, the Village maintained communication with NCDOT to express concerns. In June 2025, NCDOT presented a much-improved design, which will be the subject of upcoming community meetings.
- **Employee Timekeeping System** – The new digital timekeeping system went live in February 2025. It has modernized payroll processes, streamlined tracking, and brought operations into the 21st century.
- **Cannon Park Lighting** – The athletic field lights at Cannon Park were replaced with energy-efficient LED fixtures, reducing energy use and minimizing light pollution while improving visibility and reliability.
- **Streetlights** – In coordination with the Neighborhood Advisory Committee, staff reviewed potential streetlight locations and consulted with nearby property owners. Approximately 40 new streetlights have been requested from Duke Energy for installation in high-traffic areas throughout the Village.
- **Deer Overpopulation** – Following evaluation of several options, the Village determined that the Community Deer Management Assistance Program (CDMAP) offers the most effective path forward. This program allows neighborhoods to choose whether to permit controlled bow hunting as a method of herd reduction. The Village has submitted an application for CDMAP approval at West Pinehurst Park.
- **Harness Track Operations** – Long a financial challenge, the Harness Track is now trending in a positive direction. Under new management by Steve Titus, revenues increased from \$202,000 in FY24 to \$257,000 in FY25.
- **Pinehurst No. 6 Sidewalks**: More than two miles of new sidewalks are being installed along Juniper Creek Boulevard in Pinehurst No. 6. The project is progressing smoothly and is expected to be completed in October, expanding safe pedestrian connections within the community.

Part II: Performance Metrics

The Village of Pinehurst continues to perform at a high level across all departments, with FY25 indicators showing strong results and measurable progress toward community goals. From public safety and neighborhood vitality to active living and fiscal stewardship, the

Village is delivering reliable, high-quality services that reflect our commitment to residents, businesses, and visitors.

At the same time, we remain focused on continuous improvement. This report highlights both areas of success and opportunities for growth. Many of our Balanced Scorecard (BSC) measures are drawn from the resident survey. Over the past year, we added several new quantifiable measures to strengthen the BSC; however, because the survey is now conducted every other year, some boxes appear grayed out with no new data for FY25. This does not present a major issue, but it does mean fewer data points are available for review this year. A full summary of departmental results and performance measures is provided in the BSC (Appendix A), which is aligned with Council's strategic priorities and serves as our framework for accountability and ongoing improvement.

Safeguarding the Community

Public safety remains one of the Village's greatest strengths and a top priority for residents, Council, and staff. While updated resident satisfaction survey results are not available for FY25, past surveys consistently show exceptionally high levels of confidence in both police and fire services.

In 2025, response times for both fire and police calls appeared slower compared to prior years. Staff examined this closely through the Fire BIRDIE (Business Intelligence Review and Data Integration Evaluation) process and will continue to monitor performance to ensure accountability. Some of these delays are influenced by broader traffic and roadway network challenges, which extend beyond Village operations. To address service demands more directly, Council is also considering the addition of two new police officer positions to strengthen capacity and improve coverage.

Despite these challenges, the Village continues to deliver strong overall results. Crime rates declined to 20 per 1,000 residents, an improvement from 2024, further reinforcing Pinehurst's reputation as a safe and secure community.

Neighborhood Quality and Community Appearance

Preserving the character and beauty of Pinehurst neighborhoods remains a guiding principle. Although resident satisfaction data was not collected this year, operational measures demonstrate consistent success. Code enforcement achieved near-perfect results, with 100% of violations resolved within 45 days in the last two quarters of FY25. Building inspections were consistently completed on time, reflecting the Village's commitment to responsive service.

These outcomes not only preserve the Village’s historic charm but also ensure that the community remains well-positioned for thoughtful, high-quality growth in the future.

Transportation, Environment, and Sustainability

The Village continued to invest in safe and reliable infrastructure in 2025. Pavement condition ratings remained strong, in the 80s, confirming that streets are being maintained at a high standard. Collision rates trended downward, reflecting both effective traffic management and driver awareness.

In stormwater management, nearly all requests were handled on time, demonstrating reliability in a service area that residents value highly. Solid waste operations also performed exceptionally well, with resident complaints remaining very low and improving further compared to 2024. Recycling rates—measured by refuse diverted from landfills—dipped slightly this year, though this measure often fluctuates annually. Efforts continue to promote conservation and strengthen long-term sustainability practices.

Cultural, Recreational, and Active Living Opportunities

Cultural and recreational opportunities remain a point of pride for Pinehurst. The Given Memorial Library and Tufts Archives continue to serve as important community resources, with more than 57,000 books and e-books checked out this year and thousands of residents and visitors making use of library and archive services.

The Parks & Recreation Department also delivered another strong year. Athletic and recreation programs achieved 97% or higher satisfaction, reinforcing Pinehurst’s reputation as a community that promotes healthy, engaged lifestyles. Village-sponsored cultural events also continue to attract strong participation and positive feedback.

High-Performing Organization and Workforce

The Village organization remains marked by professionalism and high performance. Asset management is robust, with 100% of Village buildings inspected quarterly. Responsiveness to resident requests through the MyVOP platform remained strong, with 99% completed on time.

On the workforce side, Pinehurst continues to benefit from a committed and engaged staff. Job satisfaction remained high, with 96% of employees reporting they enjoy their work. While turnover increased earlier in FY25, it stabilized significantly during the second half of the year, reflecting the organization’s focus on retention and employee engagement.

Financial Stewardship

Fiscal discipline remains a cornerstone of the Village’s operations. In FY25, revenues ended slightly ahead of budget at 103%, while expenditures were held to 84% of budget, underscoring strong financial management. The Village maintained a healthy operating margin and resilience in debt and capital asset management, even as major projects advanced.

Recreation operations once again proved highly efficient, recovering more than 164% of direct costs through program fees. Revenue recovery at the Harness Track improved significantly compared to prior years, reflecting a stronger focus on cost recovery. At the Fair Barn, revenue did not fully cover expenditures in FY25, partly due to one-time major purchases. Staff are exploring grant funding opportunities and facility upgrades to strengthen the Fair Barn’s appeal as a regional event destination.

Overall, FY25 financial results reaffirm that Pinehurst remains in sound fiscal condition, with the flexibility to manage challenges while continuing to invest in the community’s future.

Conclusion

The Village of Pinehurst enters the future from a position of strength. Fiscal Year 2025 has been a year of both vision and action—one in which the Village Council set ambitious priorities, and staff translated those directives into measurable progress. From the redevelopment of Village Place to the expansion of cultural resources at the Given Memorial Library and Tufts Archives, from the modernization of our development ordinance to the planning of new transportation and public safety facilities, each initiative demonstrates a deliberate investment in the long-term health, vitality, and character of our community.

At the same time, Pinehurst continues to excel in its daily operations. The performance metrics highlighted in this report reflect not only efficiency and accountability but also a deep commitment to quality. Our residents consistently report high levels of satisfaction

with public safety, neighborhood quality, cultural life, and municipal services. Financial stewardship remains sound, ensuring that the Village can undertake bold projects while safeguarding stability for the future.

Taken together, these achievements underscore a fundamental truth: Pinehurst is a community that honors its traditions while embracing thoughtful, forward-looking change. We are maintaining what makes Pinehurst special—its safety, beauty, and sense of place—while also preparing for the opportunities and challenges of tomorrow.

As we look ahead, the Village remains committed to transparency, excellence, and partnership with residents. With Council leadership, staff expertise, and community engagement, Pinehurst is well-positioned not only to meet the needs of today but also to shape a legacy of success for generations to come.

Appendix A

Village of Pinehurst

FY 2025 Balanced Scorecard

Customer Perspective							
Goal 1: Safeguard the Community							
Strategic Objective	KPI Description	2024	2025	Q1-25	Q2-25	Q3-25	Q4-25
Deliver effective fire and rescue services	% of residents satisfied with fire services	100%					
	% of residents satisfied with how quickly fire personnel respond to emergencies	99%					
	% of emergency calls with a response time of 6 minutes and 30 seconds for first-due apparatus	66%	53%	67%	64%	63%	58%
Deliver effective police services	% of residents whose overall feeling of safety in the Village is good or excellent	98%					
	% of residents satisfied with police services	98%					
	Crime rate per 1,000 residents	24	20	6	5	4	5
	Average police response time to high-priority calls	3 minutes, 46 seconds	4 minutes, 30 seconds	3 minutes, 47 seconds	4 minutes, 51 seconds	5 minutes, 40 seconds	3 minutes, 39 seconds

Goal 2: Support high-quality neighborhoods, development, and appearance							
Strategic Objective	KPI Description	2024	2025	Q1-25	Q2-25	Q3-25	Q4-25
Ensure codes and ordinances protect the character of Village Neighborhoods	% of residents satisfied with the quality of new residential development	83%					
	% of residents satisfied with the quality of new commercial development	86%					
	% of residents satisfied with Village efforts to maintain the quality of their neighborhoods	90%					
Enforce codes and ordinances to protect the character of Village neighborhoods	% of residents satisfied with the enforcement of Village codes and ordinances	85%					
	% of code violations resolved within 45 days	99%	99%	99.66%	99.84%	100%	100%
	% of building inspections completed within one business day	99%	95%	95.36%	99.26%	88%	99%
Maintain and enhance the appearance of public spaces	% of residents who rate the overall appearance of public spaces across the Village as good or excellent	92%					

Goal 3: Support a thriving business community			
Strategic Objective	KPI Description	2024	2025
Support the business community	% of downtown businesses satisfied with the overall quality of Village services	97%	
	% of downtown businesses likely to recommend the Village as a business location	87%	

Village of Pinehurst

FY 2025 Balanced Scorecard

Customer Perspective							
Goal 4: Support and promote transportation mobility and connectivity							
Strategic Objective	KPI Description	2024	2025	Q1-25	Q2-25	Q3-25	Q4-25
Provide a safe and effective multi-modal transportation system	% of residents satisfied with the availability of walkways in their neighborhood	70%					
	% of residents satisfied with the availability of greenway/walking trails across the Village	93%					
	# of collisions per 1,000 residents	41	36	9	10	7	10
Maintain high-quality streets	% of residents satisfied with the adequacy of street lighting	74%					
	% of residents satisfied with street and right of way maintenance	92%					
	Pavement Condition Rating	83	82				

Goal 5: Preserve the quality of the environment							
Strategic Objective	KPI Description	2024	2025	Q1-25	Q2-25	Q3-25	Q4-25
Manage stormwater systems	% of residents satisfied with the quality of stormwater management	86%					
	% of MyVOP storm water requests addressed on time	99%	97%	99%	100%	100%	90%
Provide effective and efficient solid waste collection services	% of residents satisfied with solid waste services	98%					
	# of solid waste collection complaints per 1,000 collection points	6	4.08	1.44	.94	.78	.89
Conserve natural resources	% of residents satisfied with promotion of natural resource conservation	93%					
	% of refuse diverted from the landfill	18.19%	16.73%				

Goal 6: Promote active living and cultural opportunities							
Strategic Objective	KPI Description	2024	2025	Q1-25	Q2-25	Q3-25	Q4-25
Provide recreation programs and facilities	% of residents satisfied with P&R programs	98%					
	% of residents satisfied with P&R facilities	99%					
	% of residents satisfied with quality of adult recreation programs	95%					
	% of recreation participants satisfied with athletic and recreation programs	97%	97%	96%	97%	94%	99%
Provide cultural events and opportunities	% of residents satisfied with Village sponsored cultural arts events	99%					
Provide library and archive services	% of residents satisfied with Given Memorial Library services	93%					
	% of residents satisfied with the Tufts Archives	99%					
	# of library and archive visitors	32,189	31,875	9,029	7,387	7,124	8335
	# of books and e-books checked out	55,584	57,213	15,350	13,599	13,938	14,326

Village of Pinehurst

FY 2025 Balanced Scorecard

Internal Perspective								
Goal 7: Professionally manage a high-performing organization								
Strategic Objective	KPI Description	2024	2025		Q1-25	Q2-25	Q3-25	Q4-25
Communicate with and engage the community	% of residents satisfied with Village communications	97%						
	% of residents satisfied with the level of public involvement in local decisions	91%						
Provide a high level of customer service	% of residents satisfied with customer service provided by VOP staff	99%						
	% of MyVOP requests and complaints addressed on time	99%	99%		98.6%	98.1%	98.8%	94.61%
Continuously improve and innovate	% of residents satisfied with the value received for taxes paid	95%						
Maintain Village assets	% of depreciable life remaining on capital assets	43.85%	43.41%					
	% of Village buildings inspected quarterly	100%	100%		100%	100%	100%	100%

Workforce Perspective								
Goal 8: Attract and retain an engaged workforce								
Strategic Objective	KPI Description	2024	2025		Q1-25	Q2-25	Q3-25	Q4-25
Provide a supportive and rewarding work environment	% of turnover (all)	13.78%	16.28%		8.24%	2.7%	1.33%	4%
	% of employees who agree that overall they like their job	98%	96%					
	% of volunteers who agree that overall they like their role	100%	requested					

Financial Perspective								
Goal 9: Maintain a Healthy Financial Condition								
Strategic Objective	KPI Description	2024	2025		Q1-25	Q2-25	Q3-25	Q4-25
Meet or exceed established financial targets	Total General Fund fund balance as a % of actual expenditures	95%	84%					
	General Fund operating margin	80%	81%					
	General Fund debt service ratio	1.22%	0.76%					
	YTD actual expenditures as a % of the budget	86.15%	84.25%		17.10%	33.84%	57.15%	84.25%
	YTD actual revenues as a % of the budget	102.97%	103.10%		50.79%	72.97%	87.17%	103.10%
	YTD actual operating expenditures as a % of the budget	89.97%	89.74%		20.43%	39.33%	60.38%	89.74%
	% of Fair Barn operating expenditures recovered with fees	80.14%	73.99%		80.16%	80.92%	79.47%	73.99%
	% of Harness Track operating expenditures recovered with fees	35.32%	43.24%		9.92%	43.21%	48.38%	43.24%
	% of direct costs recovered through recreation fees	159.67%	164.15%		153.92%	137.62%	182.26%	164.15%



Quarterly Financial Statements for the Fiscal Year Ended June 30, 2025

ADDITIONAL AGENDA DETAILS:

FROM: Dana Van Nostrand, Financial Services Director
CC: Village Council;
DATE OF MEMO: 09/02/2025

MEMO DETAILS

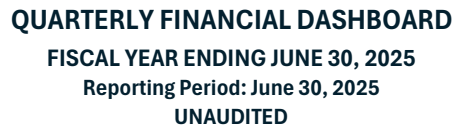
Attached is the unaudited financial statement dashboard as of and for the fiscal year ended June 30, 2025. The audit is in progress and is on track to be issued by October 31, 2025.

Overall, fiscal year 2025 results achieved the budget-to-actual variances planned in the SOP for General Fund operating revenues and expenditures. The Village used \$1,350 thousand of General Fund fund balance. After accounting for \$2,502 thousand of unspent FY 2025 funds reappropriated from fund balance in FY 2026, with \$2,234 thousand of this for capital projects in progress, \$3,852 thousand of fund balance was used for expenditures planned in FY 2025. This is consistent with our plan to start drawing down fund balance for capital, primarily for the new library.

Ending General Fund fund balance of \$22,183 thousand is 71% of budgeted expenditures and unassigned fund balance of \$3,969 thousand is 15% of actual expenditures which are in compliance with the Village's Fund Balance Policy. Additionally, \$9,280 thousand of fund balance is committed for future capital as allowed by the Fund Balance Policy and Resolution #25-17.

ATTACHMENTS

1. Quarterly Financial Dashboard 6.30.25

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ANALYTICAL COMMENTS

FISCAL YEAR ENDING JUNE 30, 2025

Reporting Period: June 30, 2025
UNAUDITED

SUMMARY

- As of June 30, the Village is in strong financial position. Revenues and expenditures met the budget-to-actual variance targets. Ending fund balance is nearly \$22.2 million, or 71% of budgeted expenditures, which aligns with the future plans in the FY 2026 SOP.
- The Village made significant progress on its key initiatives in the FY 2025 budget, including the PDO rewrite, STR monitoring, sidewalks and pathways, stormwater improvements, library expansion, and other items in the capital improvement plan.

CASH & INVESTMENTS

- Total cash and investments increased \$1.9 million, or 8%, over June 30 of the prior year, primarily due to the FY 2025 surplus for all funds of \$1.3 million plus an increase in liabilities (timing of cash payments for FY 2025 expenditures).
- Cash and investment balance trend year-to-date and investment allocation remains consistent with prior years.
- Investment yields this year have been consistent with the benchmark federal funds rate (4.25%-4.50%).

GENERAL FUND BALANCE SHEET

- Cash and Investments is the key driver of the \$500 thousand decrease in total assets, due to the transfer to the Library CPF.
- Due from Other Agencies increased \$259 thousand from:
 - \$112 thousand more in local option sales tax revenue accruals this year, and
 - \$110 thousand more due from the Town of Taylortown for FY 2025 fire services. Payment was made in July.
- Accounts Payable and Accrued Liabilities increased \$825 thousand primarily due to invoices for June 2025 work on major projects, such as street resurfacing, Juniper Creek Blvd sidewalks, and stormwater projects, that were paid in July.

GENERAL FUND FUND BALANCE

- Restricted fund balance increased \$2.1 million, driven by higher liabilities and \$1.8 million more in encumbrances as of 6/30/25 as compared to the prior year. Liabilities and encumbrances increase the fund balance restricted by state statute.
- Fund balance committed for the Library & Archives was reduced to zero since the remaining balance was used to fund part of the \$2.8 million transfer from the General Fund to the Library CPF.
- Fund balance committed for future capital is \$427 thousand lower than last year as a portion was used in FY 2025 to cover the library transfer.
- Fund balance assigned for the fund balance appropriation (FBA) is \$2.6 million lower than last year based on the FBA in the FY 2026 budget. The FBA is lower due to less capital spending and transfers in the FY 2026 budget vs. FY 2025.
- Unassigned fund balance increased \$268 thousand due to higher expenditures in FY 2025 which set the 15% of expenditures minimum that must be maintained in unassigned fund balance per the Fund Balance Policy.

OTHER FUNDS

- The design phase for the new library building was completed in 2025, totaling \$483 thousand in design expenditures in the Library Expansion Capital Project Fund, project to date.
- The \$2.8 million budgeted transfer in the General Fund in FY 2025 to the Library Expansion Capital Project Fund was completed in Q4 of 2025, bringing the fund balance to nearly \$3.9 million in preparation for construction.
- The SMPO completed its first full year of operations, expending \$46 thousand. Of this amount, \$37 thousand was funded from Federal grants and \$9 thousand was funded from member dues.
- The Village added \$4.1 million to its capital assets (at cost) in FY 2025, most significantly the synthetic turf for \$1.4 million, athletic field lights for \$341 thousand, five police vehicles totaling \$305 thousand, and the construction in progress for the Juniper Creek Blvd sidewalks at \$303 thousand.
- The compensated absences liability increased \$1.6 million due to the implementation of a new accounting standard (GASB 101) in FY 2025 which added the portion of sick time expected to be used in the future to the liability.

AD VALOREM TAXES

- The actual R&P tax valuation was \$50 million higher than estimated in the original budget, resulting in additional levy of over \$100 thousand. The budgeted R&P tax levy was increased in the mid-year amendment in February 2025.
- The R&P tax levy was less than last year due to the half-cent reduction in the tax rate.
- Tax collections are consistent with the Village's historical collection rates.

GENERAL FUND BUDGET

REVENUES

- Ad Valorem Taxes exceeded the budget this year. The motor vehicle valuation was \$30 million higher than budgeted.
- Local option sales tax revenues were \$125 thousand higher than budget and increased 3.6% over the prior year.
- Electricity franchise taxes received were \$212 thousand more than budgeted (19%).
- Other Revenues ended \$273 thousand ahead of budget, bolstered by permit and fee revenues for Sanstone and Carolina Hotel renovations. Sales and services were \$92 thousand more than budget, driven by Harness Track revenues, Recreation programs, and other facility rentals.
- \$149 thousand of additional investment income was earned compared to budget. The interest rates remained higher than planned and the budget anticipated more cash outflows for capital, resulting in a higher cash balance than projected.

EXPENDITURES

- The Administration department spent \$280 thousand less than last year with \$175 thousand of this due to the AVM and Organizational Performance Director vacancies. Additional operating savings are from not sending newsletters and lower maintenance and IT costs.
- About half of the Police budget savings (\$179 thousand) is from employee turnover. The other half is primarily from lower costs for fleet maintenance and IT services. Police's spending rate is higher than last year due to fewer vacancies.
- Fire had \$150 thousand in savings from turnover in leadership positions plus additional savings in IT services and training.
- The Public Services Administration department only spent 74% of its operating budget since the Stormwater Technician position (new in FY 2025) was not advertised and the Assistant Director position was vacant for several months.
- The Powell Bill budget was underspent since the bid price came in lower than estimated.
- Planning expenditures are under budget due to \$78 thousand in savings from a vacancy, plus \$100 thousand that was budgeted for the multi-modal plan that was not needed since the plan was completed in-house. Additionally, \$123 thousand of funding for the PDO rewrite was not spent and was reappropriated in FY 2026 to complete the project.
- Overall, operating expenditures were 90% spent and the trend of salaries & benefits vs. other operating was very similar to last year. Of the \$1.5 million underspent in other operating, \$360 thousand was reappropriated in FY 2026 to fund purchases ordered and projects in progress.
- The pace of completion for capital expenditures was similar to last year. Of the \$2.4 million unspent balance in FY 2025, \$2.2 million was reappropriated in FY 2026 to complete the projects and purchases in progress. Although the reappropriation is similar to last year, the majority of the funds rolled forward are for projects with purchase orders, whereas last year the funds had yet to be formally committed to a specific project, particularly for the sidewalk and stormwater funds.
- The other financing uses in FY 2025 primarily consists of the \$2.8 million transfer to the Library CPF.
- FY 2025 resulted in using over \$1.3 million of fund balance. Reappropriating \$2.5 million of unspent FY 2025 funds in FY 2026 has an equivalent effect of using \$3.8 million in fund balance in FY 2025. The decrease in fund balance for FY 2025 estimated in the FY 2026 SOP was over \$4.6 million. The FY 2025 results are favorable compared to the estimate, with actual ending fund balance higher than estimated.

OTHER CURRENT YEAR DATA

- Harness Track revenues were \$44 thousand more than budgeted and expenditures were lower, resulting in a % of operating expenditures covered by operating revenues of 43% which is higher than planned in the budget and 7% higher than last year's actual of 36%. The additional revenues are attributable to higher stall occupancy and improved collections of payments on time.
- The Fair Barn covered 74% of its operating expenditures with operating revenues, which was 4% lower than last year. Discounts increased from \$150 thousand last year to \$203 thousand. This occurred because the base fee was increased to include the package rate of \$1,500-\$3,000 per event while the non-profit rate didn't change. This significantly increased the value of the discount given to non-profit renters. The non-profit fee rate was increased for FY 2026 to close this gap.



**Discussion and Approval of the Library Construction Agreement with Msquare Construction, Inc. with a Base Bid Amount of \$4,449,000.
ADDITIONAL AGENDA DETAILS:**

FROM: Doug Willardson, Village Manager
CC: Village Council;
DATE OF MEMO: 09/03/2025

MEMO DETAILS

As you will see in the attached letter and bid tabulation, our architects are recommending awarding the library construction contract to Msquare Construction, Inc., the low bidder with a base bid of \$4,449,000.

Our architects conducted significant due diligence before making this recommendation. They contacted the contractor directly and followed up with multiple references. While they previously had a negative experience with Msquare on another project, that issue was tied to a former project manager who is no longer with the company. Since then, the firm has reorganized, and references for their current project managers have been positive.

Msquare has committed to delivering a quality project for the Village. Based on the information gathered, staff and the architects are confident in moving forward with this recommendation. I ask that you approve this contract and authorize me to execute the final contract.

ATTACHMENTS

1. 22038 Pinehurst Library Recommendation Ltr
2. A101-2017-Draft Contract

August 15, 2025



Doug Willardson, Assistant Village Manager
Village of Pinehurst
395 Magnolia Drive
Pinehurst, NC 28374

Reference: Given Memorial Library
 Project No. 22038

Dear Mr. Willardson,

Enclosed is our official Bid Tabulation in regard to the above project. We received a total of 7 (seven) bids. The apparent low bidder is Msquare Construction, Inc. with a base bid amount of **\$4,449,000.**

Additionally, the bidders must earn at least 50 points from the good faith efforts form for their bid to be considered responsive. Msquare Construction, Inc. earned 60 points in response to Minority Business Participation.

It is our recommendation that you award the project to Msquare Construction, Inc. After your review and Board approval, we shall prepare the construction contract for award. Should you have any questions, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy D Oakley", written in a cursive style.

Timothy D Oakley, AIA, LEED AP
Enclosure

BID TABULATION



	Project: Given Memorial Library			OCA Project #: 22038				
	Owner: Village of Pinehurst			Bid Opening Date/Time: July 23, 2025 2:00 PM				
GENERAL CONTRACTORS	General Contractors:	Calvin Davenport, Inc.	C.T. Wilson Construction Co., Inc.	Harrod and Assoc. Constructors, Inc.	KNA Contracting	M&E Contracting Inc.	Msquare Construction, Inc. *	Progressive Contracting Company
	GC License Number:	4056	2443	32791	81990	32417	84320	36100
	Bonds:	X	X	X	X	X	X	X
	Receipt of Addenda:	X	X	X	X	X	X	X
	MBE Forms:	X	X	X	X	X	X	X
	Base Bid:	\$4,834,000	\$5,082,892	\$5,374,000	\$4,727,696	\$4,882,734	\$4,449,000	\$4,850,300
SUBCONTRACTORS	Site Contractor:	KLS Civil Contracting Group Lic # 103478 \$677,445	KLS Civil Contracting Group Lic # 103478 \$677,445	Sq Civil Construction Lic # 82498 \$856,180	KLS Civil Contracting Group Lic # 103478 \$639,285	KLS Civil Contracting Group Lic # 103478 \$686,445	KLS Civil Contracting Group Lic # 103478 \$677,445	KLS Civil Contracting Group Lic # 103478 \$686,445
	Plumbing Subcontractor:	Trinity Plumbing Lic # 101585 \$89,287	Caddell Lic # 7521 \$79,565	Trinity Plumbing Lic # 101585 \$89,288	Trinity Plumbing Lic # 101585 \$89,287	Trinity Plumbing Lic # 101585 \$89,287	Ivey Plumbing Lic # 16423 P-1 \$76,265	Caddell Lic # 7521 \$79,565
	Mechanical Subcontractor:	Triad Heating & Cooling Lic # 12743 \$237,557	Southern Breeze Lic # 34347 \$223,549	Simmons Lic # 29081 \$208,500	Climatemax Lic # 32585 \$190,276	Triad Heating & Cooling Lic # 12743 \$237,557	Triad Heating & Cooling Lic # 12743 \$237,557	Triad Heating & Cooling Lic # 12743 \$237,557
	Electrical Subcontractor:	Roberson Electric Co. Lic # 3455-U \$425,000	Roberson Electric Co. Lic # 3455-U \$425,000	Roberson Electric Co. Lic # 3455-U \$425,000	Roberson Electric Co. Lic # 3455-U \$466,955	Roberson Electric Co. Lic # 3455-U \$425,000	Roberson Electric Co. Lic # 3455-U \$466,955	Roberson Electric Co. Lic # 3455-U \$425,000

* indicates apparent low bidder

I hereby certify the above information to be correct and true to the best of my knowledge.

Signature: Timothy D. Oakley

Date: 7/22/2025



AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the 25th day of August in the year 2025

BETWEEN the Owner:

Village of Pinehurst
395 Magnolia Drive
Pinehurst, NC 28374

and the Contractor:

Msquare Construction, Inc.
230 Donaldson Street, Suite 400A
Fayetteville, NC 28301

for the following Project:

Pinehurst Given Memorial Library Expansion OCA Project # 22038

The Architect:

Oakley Collier Architects, PA
109 Candlewood Road
Rocky Mount, NC 27804

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

ELECTRONIC COPYING of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

- ☐ The date of this Agreement.
- ☒ A date set forth in a notice to proceed issued by the Owner.
- ☐ Established as follows:

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

[☒] Not later than Three Hundred Sixty Five (365) calendar days from the date of commencement of the Work.

[] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
N/A	N/A

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Two Million Eight Hundred Forty Three Thousand Seven Hundred Dollars (\$ 2,843,700), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
N/A	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.

Item	Price	Conditions for Acceptance
N/A	N/A	N/A

§ 4.3 Allowances, if any, included in the Contract Sum:

Item	Price/ Unit
Unit Price No. 1: Undercut/Fill in Trench Excavations	500 cu yds
Unit Price No. 2: Undercut/Fill in Open Excavations	1,000 cu yds
Unit Price No. 3: Data Outlet and Conduit	10 occurrences
Unit Price No. 4: Duplex Receptable and Circuit	10 occurrences
Unit Price No. 5: Transformer Feed	125 linear ft
Unit Price No. 6: Generator Feed	100 linear ft
Allowance No. 1: Architect's Contingency	\$100,000
Allowance No. 2: Brick	\$600/1000 brick
Allowance No. 3: Door Hardware without Panic Hardware	\$1000/leaf
Allowance No. 4: Door Hardware with Panic Hardware	\$5,000/leaf

§ 4.4 Unit prices, if any:

Item	Units and Limitations	Price per Unit (\$0.00)
Unit Price No. 1	500 cu yds	\$40.00
Unit Price No. 2	1,000 cu yds	\$38.00
Unit Price No. 3	10 occurrences	\$75.00
Unit Price No. 4	10 occurrences	\$268.00
Unit Price No. 5	125 linear ft	\$165.00
Unit Price No. 6	100 linear ft	\$179.00

§ 4.5 Liquidated damages, if any:

\$500/day

§ 4.6 Other:

N/A

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

N/A

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the 25th day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the 15th day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- 1 That portion of the Contract Sum properly allocable to completed Work;
- 2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- 3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional

judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

5%

§ 5.1.7.1.1 The following items are not subject to retainage:

N/A

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

When the work is fifty percent (50%) complete, the Owner, with written consent of surety, shall not retain any further retainage from progress payments due if the Contractor continues to perform satisfactorily and any nonconforming work identified in writing prior to that time by the Architect or Owner has been corrected by the Contractor and accepted by the Architect or Owner. If the Owner determines the Contractor's performance is unsatisfactory, the Owner may reinstate retainage for each subsequent progress payment up to the maximum amount of five percent (5%). Retainage will be released upon final completion and acceptance of the Project and receipt of the Certificate of Completion from the building inspection authority having jurisdiction of the Project. The Contractor shall be responsible for securing such certificate.

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

N/A

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

N/A

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

1.5 % Monthly

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

N/A

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

- ☐ Arbitration pursuant to Section 15.4 of AIA Document A201–2017
- ☒ Litigation in a court of competent jurisdiction
- ☐ Other (*Specify*)

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

N/A

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

Doug Willardson, Village Manager
395 Magnolia Rd
Pinehurst, NC 28374

Telephone: (910) 295-1900 Ext 1101
Email: dwillardson@vopnc.org

§ 8.3 The Contractor's representative:

Samantha Locklear, Operations Manager
230 Donaldson Street, Ste 400A
Fayetteville, NC 28301
Telephone: (910) 585-3395
Email: richard@calvindavenport.com

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:

N/A

§ 8.7 Other provisions:

N/A

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .3 Drawings- See Index of Drawings
- .4 Specifications- See Bid Specifications
- .5 Addenda, if any:

Number	Date	Pages
Addendum # 1	7/15/2025	8
Addendum # 2	7/17/2025	22

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

- .9 Other documents, if any, listed below:

Form of Proposal (BID)
Payment & Performance Bonds
Minority Business Participation
Certificate of Insurance

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

(Printed name and title)

CONTRACTOR *(Signature)*

(Printed name and title)



**Discussion of the Funding Request for Supporting the Mutual Agreement of
Benevolence with the Town of Dornoch
ADDITIONAL AGENDA DETAILS:**

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council;
DATE OF MEMO: 09/04/2025

MEMO DETAILS

At our last meeting, we discussed Village participation in the November dinner with the visiting delegation from Dornoch. One organization, that wishes to remain anonymous, has already committed \$3,000 toward the event, and I have since spoken with another organization that will likely cover the remaining \$3,000.

Former Mayor John Strickland, who initiated this effort, has noted that the Pinehurst–Dornoch Agreement is designed to carry forward the legacy of Donald Ross into the 21st century. He emphasized that the partnership is not a simple “sister city” arrangement but rather a business and cultural relationship meant to highlight Ross’s work and strengthen ties between the two communities.

According to Strickland, the November meeting will allow officials to advance ongoing initiatives such as junior player exchanges, golf course sustainability discussions, recognition of the Tufts Archives’ 50th anniversary, and potential museum collaborations. He stressed that the November 22 dinner is a working dinner—not a gala—and is intended to bring together key representatives from both Dornoch and Pinehurst, along with a small number of local and regional golf leaders.

ATTACHMENTS

None