



**Village Council
Minutes for the Special Meeting of October 30, 2025
Assembly Hall
395 Magnolia Road
Pinehurst, North Carolina
05:00 p.m.**

The Village of Pinehurst Village Council held a Special Meeting at 05:00 p.m., Thursday, October 30, 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
Ms. JoEllen Richter, IT Technician

And approximately 25 members of the audience in attendance, in addition to 4 staff and 2 press.

1. Call to Order.

Mayor Pizzella called the Village Council meeting to order at 05:00 p.m.

2. Invocation and Pledge of Allegiance.

A. Invocation by Mr. Hugh Tudor Foley, Retired Pastor

B. Pledge of Allegiance by Village Council and Staff

3. Reports:

Village Manager

- Mr. Doug Willardson reported on the November 14, 2025, “Stay Out of the Rough: Fraud Prevention Town Hall” to be hosted by the Pinehurst Police Department from 3 – 5 p.m. in Assembly Hall.

Village Council

- Mayor Pizzella reported on a recent tour of the SanStone Health and Rehabilitation facility construction site and on a recent Pinehurst Police Department Daily Report.
- Councilmember Morgan reported on the October 22, 2025, Central Pines Regional Council Board of Delegates meeting; the November 14, 2025, “Stay Out of the Rough: Fraud Prevention Town Hall”; and the October 21, 2025, Ruth Pauley Lecture Series by Lt. Gen. John N.T. “Jack” Shanahan, USAF (Ret.), titled “Artificial Intelligence and National Security”.

- Mayor Pro Tem Taylor reported on a recent tour of the SanStone Health and Rehabilitation facility construction site; the October 28, 2025, NCDOT Public Meeting on the Pinehurst Traffic Circle redesign noting the Public Comment period is open until November 12, 2025, (<https://publicinput.com/pinehursttrafficcircle>); and on Early Voting in Carthage through November 01, 2025.
- Councilmember Ficklin reported on the October 15, 2025, Moore 100 Members meeting; the October 18, 2025, Holly Arts Festival; the October 27, 2025, Pinehurst Business Partners meeting; and the Beautification Committee’s annual wreath and bow inspection in preparation for the upcoming Downtown holiday decorating event.
- Councilmember Farrell reported on the October 20, 2025, Neighborhood Advisory Committee meeting; the November 15, 2025, Moore County Solid Waste 17th Annual Residential Household Hazardous Waste & Paper Shredding Event at Pinecrest High School; the November 08, 2025, annual Veterans Day Ceremony at the Moore County Veterans Memorial in Carthage; the October 27, 2025, Bicycle and Pedestrian Advisory Committee meeting; and the recently approved Moore County Land Use Plan noting useful data such as revenue generation and water / sewer maps being found in the Plan.

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

- October 14, 2025, Regular Meeting Minutes
- October 14, 2025, Work Session Minutes

End of Consent Agenda.

Upon a motion by Councilmember Morgan, 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. Proclamation

A. Hospice Week Proclamation 2025

Mayor Pizzella recognized Ms. Tina Gibbs, FirstHealth Hospice and Palliative Care Director, and Ms. Maggie Bonecutter, FirstHealth Hospice and Palliative Care Liaison, who were in attendance and read aloud the Hospice Week Proclamation 2025 proclaiming November 09-15, 2025, as “Hospice Week” within the Village of Pinehurst.

**MAYORAL PROCLAMATION
VILLAGE OF PINEHURST**

WHEREAS, hospice provides high-quality, compassionate care for patients and families facing life-limiting illnesses, empowering them to live as fully as possible; and

WHEREAS, hospice focuses on comprehensive pain and symptom management, emotional and spiritual support, and caregiver training, attending to the physical, emotional, and spiritual needs of each patient and family; and

WHEREAS, hospice professionals—including physicians, nurses, nurse assistants, social workers, spiritual counselors, bereavement counselors, and volunteers—make the wishes of each patient a

priority, treating every stage of human life with dignity and respect; and

WHEREAS, these services are provided in the comfort of a patient's home or care facility, allowing them to be surrounded by loved ones and maintain their independence; and

WHEREAS, hospice encourages advanced care planning and discussions about healthcare wishes; and

WHEREAS, recognizing hospice care helps raise community awareness of these services and where to find end-of-life support.

NOW THEREFORE, I, Patrick Pizzella, Mayor of the Village of Pinehurst, do hereby proclaim November 09 – 15, 2025, as “Hospice Week” in the Village of Pinehurst and encourage all citizens to learn more about hospice care.

6. Public Comments.

Mr. Bill Colmer, Pinehurst resident, invited everyone to the Sandhills Chapter of the Military Officers Association of America’s Veterans’ Day Service on November 11, 2025, at the Community Presbyterian Church located at 125 Everette Road, Pinehurst, NC beginning at 11 a.m.

Mr. Bruce Geddes and Mr. Jason Kaufman, Pinehurst ETJ residents, spoke in opposition to the proposed redesign of the Pinehurst Traffic Circle and provided a handout of an email sent to Council outlining their concerns.

7. Public Hearing.

A. Public Hearing for the New Pinehurst Development Ordinance

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously approved to recess the Special Meeting and enter into the Public Hearing by a vote of 5-0 at 05:25 p.m.

Mr. Alex Cameron, Planning & Inspections Director, and Ms. Cindy Szwarcokop, Community Planning & Entitlement Consultant with Kimley-Horn, reviewed and discussed a Pinehurst Development Ordinance (PDO) Village Council PDF presentation highlighting PDO Update (Why Is the Update Needed? and Primary Goals), Schedule & Key Tasks, The Focus Group, Community Meeting, Summary of Changes, New Chapter Structure, Graphics, Neighborhood Meetings, Recent Revisions – Open Space, Recent Revisions – HCOD, Recent Revisions – Undisturbed Buffers, Planning & Zoning Board 10/2/25, and Next Steps.

Council provided positive feedback on the proposed PDO Update, thanked everyone involved for their hard work, and discussed certain language contained within the proposed PDO Update.

Mayor Pizzella opened the Public Hearing for comments from the audience.

Mr. Bill Colmer, Pinehurst resident and Planning & Zoning Board Member, spoke mostly in favor of the proposed PDO Update and asked Council to review the document to ensure it supports the ideals set out in the 2019 Comprehensive Plan.

Ms. Christine Daniel, Pinehurst resident, asked Council to consider flood mitigation measures as part of the planned Flood Damage Prevention Ordinance proposed for consideration and adoption concurrently with the proposed PDO Update and spoke mostly in favor of the proposed PDO Update.

Ms. Virginia Douglas, Pinehurst ETJ resident, asked for clarification on whether the proposed PDO Update was also applicable to properties within the Extra-Territorial Jurisdiction (ETJ) and whether a

redline version of the proposed PDO Update is available.

Mr. Willardson stated the proposed PDO Update does apply to properties within the ETJ and a redline version is not available due to the current and proposed PDO documents being drastically different.

Council discussed how legislation at the State-level impacts the Village's ability to impose or change certain regulations set forth in the PDO.

Council deliberated whether to close the Public Hearing or leave the Public Hearing open and continue it to the next Village Council Regular Meeting.

Upon a motion by Councilmember Morgan, seconded by Councilmember Farrell, Council unanimously approved to continue the Public Hearing to the November 18, 2025, Council Regular Meeting to be held in Assembly Hall at 04:30 p.m. by a vote of 5-0 at 06:17 p.m.

Council noted minor adjustments to fencing and use of netting contained in the proposed PDO Update, which hope address concerns residents have expressed regarding deer damaging foliage on their properties, and an upcoming proposed change to the Pinehurst Municipal Code to amend the name of the "Zoning Board of Adjustment" to the "Board of Adjustment".

8. Resolutions.

A. Consider Resolution 25-47 Updating the Neighborhood Advisory Committee Policy

Mr. Willardson reviewed a memo outlining the reasons behind the updates to the Neighborhood Advisory Committee Policy.

Upon a motion by Councilmember Ficklin, seconded by Councilmember Morgan, Council unanimously approved Resolution 25-47 updating the Neighborhood Advisory Committee Policy by a vote of 5-0.

RESOLUTION #25-47:

A RESOLUTION UPDATING THE NEIGHBORHOOD ADVISORY COMMITTEE POLICY FOR THE VILLAGE OF PINEHURST, NORTH CAROLINA.

WHEREAS, on April 11, 2023, the Village of Pinehurst Village Council adopted a Neighborhood Advisory Committee Policy; and

WHEREAS, the policy needs to be updated to reflect the newly adopted term limit as established in Resolution 25-46 Appointed Advisory Board Term Limits Policy; and

WHEREAS, the policy also needs to be updated to reflect changes in Village staff responsibilities in support of the Neighborhood Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 30th day of October 2025 that the Neighborhood Advisory Committee Policy is hereby updated with said policy attached hereto as Attachment A and made a part hereof, the same as if included verbatim.

THIS RESOLUTION passed and adopted this 30th day of October 2025.



VILLAGE OF PINEHURST STANDARD PROCEDURE

SUBJECT: Policy	Neighborhood Advisory Committee	Effective Date:	04/2023
Department:	Administration	Policy No.:	53
Prepared by:	Administration	Revised:	10/2025
Approved by:	Village Council	# of Pages:	4

PURPOSE: The purpose of this policy is to: Define the purpose, membership, membership requirements, member expectations and Village support to members of the Neighborhood Advisory Committee.

POLICY: It is the policy of the Village of Pinehurst Council maintain a Neighborhood Advisory Committee (NAC) to foster and enhance effective two-way communications between Village Government and Village residents aimed at building and protecting quality of life for residents, businesses, and visitors.

COMMITTEE GOALS:

- Collaboratively build effective communications means between all committee members and the neighborhoods they represent.
- Use effective neighborhood communications means to distribute notes from presentations and discussions that take place at monthly NAC meetings.
- Use those effective neighborhood communications means to collect input and feedback from residents.
- Communicate and discuss trends and common themes related to resident perceptions that can help Village Government better achieve its quality of life mission.
- Comply with North Carolina public records and open meetings law requirements.

MEMBERSHIP: Membership of the NAC will be made up of one representative from each of the geographically defined neighborhoods included in the NAC Neighborhood Map (attached). Members must be permanent residents of the neighborhood they represent. Appointed members may identify an alternate member who can represent the neighborhood when the appointed member is not available. The NAC Neighborhood Map may be adjusted as needed by vote of the Village Council. Members will be individually appointed by the Village Council upon recommendation by a committee made up of the Village Manager and designated Village staff. The recommendation will give appropriate deference to candidates recommended by homeowners associations or other neighborhood organizing bodies. The degree of that deference will correspond to the degree to which said organizing body represents all residents within the Village's defined neighborhood.

RECRUITMENT: Designated Village staff will notify each NAC member when their term is nearing completion. If eligible for another term and the member desires to continue to serve, that member will normally be nominated to the Village Council for reappointment. When considering reappointment, the Village Council will consider the members contributed value the NAC process, attendance, and compliance with other expectations at a minimum. In cases where the incumbent member cannot serve an additional term or desires not to, designated Village staff will advertise the vacancy to solicit new volunteers. In cases where a member of the NAC does not desire to complete their term, designated Village staff will similarly advertise to solicit new volunteers.

NEW MEMBER ORIENTATION, TERMS, TERM LIMITS AND TERMINATIONS: Upon appointment, all new members will participate in a brief on-boarding process that is similar to onboarding requirements for other appointed volunteers board and committee members. Completion of on-boarding and signature of a volunteer agreement will be accomplished prior to participation on the NAC. Members will be appointed to three-year terms. Each member may be reappointed to a maximum of two consecutive terms, for a total of six years. Members having expired their limit of terms or otherwise having left the NAC must wait a minimum of one year until being reappointed to the NAC. Member terms will all expire after the June meeting of the calendar year the term is designated to end, regardless of what date said term began on.

ALTERNATE MEMBERS: Members may have an alternate neighborhood resident attend NAC meetings in their place a maximum of three times per calendar year. Alternate members will not be required to brief a neighborhood report at meetings they attend, but will take part in other discussions and take notes on presentations for the primary member.

PHASING IN OF MEMBERSHIP AND TERM LIMITS CONCURRENT TO ENACTMENT OF THIS POLICY: Prior to this policy implementation, no term limits existed. Numerous current members have already exceeded the six-year term limit or are nearing that point. Meanwhile, several new neighborhoods are recognized by the geographical neighborhood framework that this policy puts in place. Finally, four current NAC members share neighborhoods (two neighborhoods with two representatives each). Recognizing these facts, a phased approach to implementing term limits will be used. That phased approach will be in accordance with the attached exhibit. Unknown future membership changes caused by members not fulfilling their full term limits will alter the implementation of this plan in ways that cannot be projected, especially in the later years.

VILLAGE SUPPORT TO NAC MEMBERS: All NAC members will be given a neighborhood specific email account to be used for correspondence related to NAC duties. These neighborhood specific email accounts will be passed along to subsequent neighborhood NAC representatives. NAC members will also receive staff support in building and maintaining neighborhood distribution lists. Finally, Village staff will endeavor to provide any briefing product, policy document or other program descriptive document that can help NAC members communicate important information to residents within their neighborhoods.

PUBLIC RECORDS LAW REQUIREMENTS: NAC members are public officials. As such, all NAC member communications are subject to North Carolina public records law. Use of Village provided email for all NAC related business will make compliance with public records law relatively simple, and is highly recommended. Use of other communications means does not eliminate or modify requirements to comply with public records law. In accordance with state law, any documents or archived communications related to NAC business may not be deleted or thrown away until allowable under the North Carolina Records Retention Schedule. NAC members will comply with

any request made by the Village Clerk or other requestors pursuant to ensuring Village compliance with public record laws as a condition of appointment.

NAC MEETING PROCEDURES:

- NAC meetings will generally be held monthly, in accordance with an adopted schedule that may be modified by the Mayor as needs arise.
- NAC meetings will be chaired by the Mayor, or the Mayor’s designated other Council Member.
- Any Council Member may join any NAC meeting as a participating member.
- NAC meetings are meeting of a public body, and are subject to all North Carolina open meeting requirements.
- Each NAC meeting shall have an agenda, published by the designated staff member.
- Appointed NAC members should be prepared to make a report to the committee at each meeting. Member reports should summarize sentiments, issues, concerns and positive feedback that they are hearing from neighborhood residents. Summarized input is far more valuable than personal observations.
- Committee members must be courteous to other members of the Committee, elected officials and staff.
- Members are encouraged to participate in discussion, while trying to refrain from dominating the conversation.
- The Village Manager will ensure a staff member is present to take notes and prepare minutes.
- The Village Manager, in consultation with the Mayor is responsible for scheduling briefing by staff or other parties concerning topics that are important to residents as a whole, so that NAC members can communicate key points to members of their neighborhood.

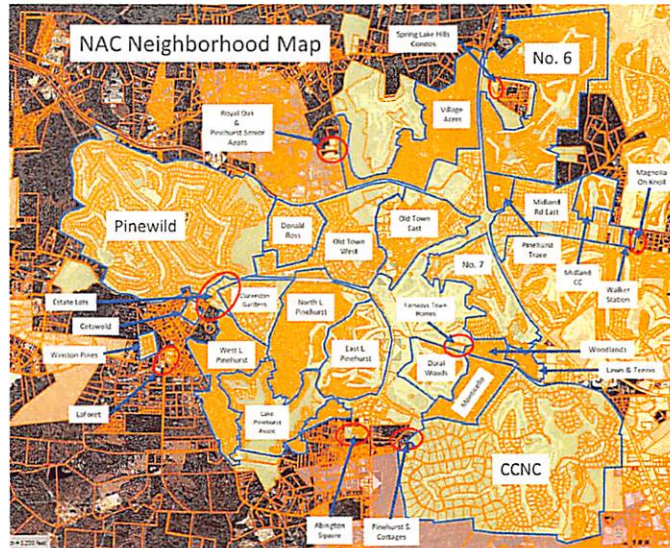
POLICY UPDATE

This policy shall be reviewed in accordance with the Village’s overall policy update schedule and framework as determined by the Village Manager or directed by Village Council.

Exhibit 1. Neighborhood Advisory Committee Map of Neighborhoods

Exhibit 2. Neighborhood Advisory Committee Phased Term Limit

- NAC Membership 'Neighborhoods' Map**
1. Pinewild
 2. No. 6 (+ Spring Lake Hills)
 3. CCNC
 4. No. 7
 5. Village Acres (+ Royal Oak & Sen Appts)
 6. Lake Pinehurst Association
 7. Donald Ross
 8. Pinehurst Trace
 9. Doral Woods
 10. Clarendon Gardens
 11. Monticello
 12. Old Town East
 13. Old Town West
 14. West Lake Pinehurst
 15. North Lake Pinehurst
 16. East Lake Pinehurst
 17. Linden Rd West
 - a. Catswold
 - b. Winston Pines
 - c. Estate Lots
 - d. LaForet
 18. East Midland Rd
 - a. Midland Rd East
 - b. Walker Station
 - c. Midland CC
 - d. Magnolia on Knoll
 19. North Morganton Rd
 - a. Lawn & Tennis
 - b. Woodlands
 - c. Fairways Town Homes
 20. Pinehurst South (Evolving)
 - a. Abington Square
 - b. Pinehurst S. Cottages
 - c. Future Development in Pinehurst South



Neighborhood Advisory Committee Phased Term Limit Recommendation

	2023 New Neighborhood Designation	Current Representative Residing In	Term Began	6 year exp of current member	Phased Term Limit Expiration Recommendation						
					2023	2024	2025	2026	2027	2028	2029
1	Pinewild	Larry Rotondo	2020	2026				X			
2	Pinehurst No. 6/Spring Lake Hills	Kevin Fitzpatrick	2023	2029							X
3	CCNC	Barbara Reining	2022	2028						X	
4	Pinehurst No. 7					X					X
	Village Acres/Royal Oak/Pinehurst Senior Apartments	Kevin McKinney	2023	2029							X
6	Donald Ross	Tony Elms	2016	2022		X					
7	Pinehurst Trace	Ed Balkovic	2018	2024				X			
8	Doral Woods	Bert Higgins	2016	2022		X					
9	Clarendon Gardens	Lee Thomas	2018	2024				X			
10	Monticello	Tom Campbell	2016	2022		X					
11	Old Town East					X					X
	Old Town West	Debbie Lalor	2016	2022		XX	X				
12		Charlie Collini	2018	2024				X			
	Lake Pinehurst Association	Jeff Heintz	2021	2027					X		
13	West Lake Pinehurst					X					X
14	North Lake Pinehurst					X					X
15	East Lake Pinehurst					X					X
	Linden Rd West/Catswold/Winston Piney/Linden Estate Lots/LaForet	Paul Spurgeon	2023	2029							X
17	East Midland Rd/Walker Station/Midland CC/Magnolia on Knoll	Beverly Braunschiedel	2015	2021			X				
	North Morganton Rd/Lawn & Tennis/Woodlands/Fairways Town Homes	Lee Smith	2019	2025		XX					
18		Greg Linville	2022	2028						X	
19	Pinehurst South/Abington Square/Pinehurst S. Cottages					X					X

 No current member available, must immediately recruit
XX Current redundancy of members, recommended timing of redundancy elimination
X Recommended phased ending of term limits on current members
X New Recruit Effort

9. Regular Business.

A. Presentation of the FY 2025 Annual Comprehensive Financial Report and Audit Results

Ms. Dana Van Nostrand, Financial Services Director, and Mr. Chad Cook, CPA and Director with Forvis Mazars, reviewed and discussed the Results of the 2025 Financial Statement Audit Report highlighting Overview & Responsibilities, Other Information Accompanying the Audited Financial Statements, Qualitative Aspects of Significant Accounting Policies & Practices, Significant Accounting Policies & Alternative Treatments – Details, Adjustments Identified by Audit, and Other Required Communications.

Council, Ms. Van Nostrand, and Mr. Cook discussed how changes in regulations impacted completing this year’s audit report as compared to previous years.

Council thanked Ms. Van Nostrand and the Finance Department for continuing to uphold an excellent financial standard for the Village.

Mayor Pizzella recessed the Special Meeting for a five-minute break at 06:34 p.m.

Mayor Pizzella reconvened the Special Meeting at 06:41 p.m.

B. Discussion Regarding the Traffic Circle Following NCDOT Public Meeting

Council provided feedback on the October 28, 2025, NCDOT Pinehurst Traffic Circle Public Meeting at the Fair Barn from 3-7 p.m., discussed the evolution of the proposed redesign of the Pinehurst Traffic Circle, and shared some lingering concerns with the most recent version of the redesign.

Mayor Pizzella proposed Council consider designating Mayor Pro Tem Taylor and an additional Councilmember at the December 2025 Regular Meeting to review the public comments on the proposed redesign of the Pinehurst Traffic Circle and begin meeting with representatives from NCDOT to settle on a practical solution for the redesign.

Councilmember Farrell also noted NCDOT will be holding a Public Meeting on the improvements to be made at the intersection of Morganton Rd. and NC-5 within the next couple of weeks.

C. Discussion on Ideas to Proactively Address Visitor Behaviors at Short-Term Rentals in Pinehurst

Mr. Willardson reviewed and discussed a memo on three potential approaches to proactively manage and influence visitor behavior while staying at an STR, including Owner Communication, Neighborhood Signage, and Voluntary “Gold Standard” Program.

Council agreed to pursuing implementation of Owner Communication and Neighborhood Signage and gathering further feedback / information on a Voluntary “Gold Standard” Program.

10. Other Business.

Mr. Willardson verified the NCDOT Public Meeting on the improvements to be made at the intersection of Morganton Rd. and NC-5 will be held on Thursday, November 13, 2025, at the Pinehurst Elementary School from 5 – 7 p.m.

11. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Ficklin, Council unanimously approved to adjourn the Regular Meeting by a vote of 5-0 at 07:28 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