



**Village Council  
Agenda for Regular of March 10, 2026  
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. Pledge of Allegiance by Carolyn Levy, Pinehurst Elementary School
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. February 24, 2026, Regular Meeting Minutes
    2. February 24, 2026, Work Session Minutes

End of Consent Agenda
5. Public Comments
6. Resolutions
  - A. Consider Resolution 26-14 Appointing Ms. Gloria Hannan to the Neighborhood Advisory Committee (Clarendon Gardens)
  - B. Consider Resolution 26-15 Appointing Mr. Keith Eldridge to the Neighborhood Advisory Committee (Pinehurst No. 6)
  - C. Consider Resolution 26-16 Amending the Neighborhood Advisory Committee Policy (Communications Section)
7. Regular Business
  - A. FY26 Road Resurfacing Program Update

- B. Airport Road Greenway – Approval of NCDOT Grant Agreement for Design Phase
  - C. Approval of Architectural Design Contract – Tufts Archives Renovation
8. Ordinances
- A. Ordinance 26-08 Amending the Library Expansion Capital Project Fund Budget for the Archives Design Contract
9. Other Business
10. 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.



**Pledge of Allegiance by Carolyn Levy, Pinehurst Elementary School  
ADDITIONAL AGENDA DETAILS:**

**FROM:** Shannon Konstantinou, Village Clerk  
**CC:** Village Council;  
**DATE OF MEMO:** 03/02/2026

**MEMO DETAILS**

**ATTACHMENTS**

None



**February 24, 2026, Regular Meeting Minutes  
ADDITIONAL AGENDA DETAILS:**

**FROM:** Shannon Konstantinou, Village Clerk  
**CC:** Village Council; Doug Willardson  
**DATE OF MEMO:** 03/02/2026

**MEMO DETAILS**

**ATTACHMENTS**

1. 02.24.2026 DRAFT Regular Meeting Minutes



**Village Council  
Minutes for the Regular Meeting of February 24, 2026  
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, February 24, 2026, in the Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were present:

Mr. Patrick Pizzella, Mayor  
Mr. John Taylor, Mayor Pro Tem  
Ms. Barb Ficklin, Councilmember  
Mr. Kevin Fitzpatrick, Councilmember  
Mr. Jeramy Hooper, Councilmember

Mr. Doug Willardson, Village Manager  
Mr. Carlton Cole, Assistant Village Manager  
Ms. Shannon Konstantinou, Village Clerk  
Mr. Paul Conners, IT Systems Specialist  
Ms. JoEllen Richter, IT Technician

And approximately 40 members of the audience in attendance, in addition to 3 staff and 1 press. There were approximately 25 remote views.

**1. Call to Order.**

Mayor Pizzella called the Village Council Regular Meeting to order at 04:30 p.m.

**2. Invocation and Pledge of Allegiance.**

**A. Invocation by Mr. Olin Saunders of Christ Community Church**

**B. Pledge of Allegiance by Village Council and Staff**

**3. Reports:**

**A. Manager**

**1. March 04, 2026, at 03:00 p.m. in Assembly Hall: Screening of "The American Constitution" Documentary**

Mr. Doug Willardson reported on the March 04, 2026, screening of "The American Constitution" documentary ([America 250 | Village of Pinehurst, NC](#)).

**B. Council**

- Mayor Pizzella reported on the February 11, 2026, NC Mayor's Association Winter Conference at the Pinehurst Resort & Country Club; February 14, 2026, Carolinas Golf Association induction of Jack Nance, the late Robert Dedman Sr. and Robert Dedman Jr. into the Carolinas Golf Hall of Fame; the February 23, 2026, Village of Pinehurst Employees Champions' Club Award Luncheon; the February 18, 2026, SMPO Regular Meeting; and the February 24, 2026, Tri-Cities meeting.
- Mayor Pro Tem Taylor reported on the February 12, 2026, Town of Davidson Organizational Meeting held at the Carolina Hotel; the February 15-17, 2026, North Carolina Government Finance Officers Association Conference held at the Pinehurst Resort and Country Club; the recent Op Ed in The Pilot on population growth projections; the recent presentation on fraud

given by Chief Webb at CCNC; and the need for volunteers to serve on the various Village of Pinehurst Advisory Boards and Committees.

- Councilmember Hooper reported on the February 17, 2026, Village Acres POA meeting and the February 19, 2026, RLUAC meeting.
- Councilmember Ficklin reported on the February 23, 2026, Pinehurst Business Partners meeting; the March 14, 2026, St. Patrick's Day Parade; the April 11, 2026, Sandhills Dog Fair in the Arboretum; the April 10, 2026, Rain Garden event in the Arboretum; and the need for recipe submission for the Village's America 250 recipe collection "Stars, Stripes & Shared Traditions: A Pinehurst Recipe Collection Celebrating America's 250 Years" ([America 250 | Village of Pinehurst, NC](#)).
- Councilmember Fitzpatrick reported on the February 20, 2026, Central Pines Regional Council Regional Day event.

#### **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. February 10, 2026, Regular Meeting Minutes**
- 2. February 10, 2026, Work Session Minutes**

##### **End of Consent Agenda.**

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

#### **5. Public Comments.**

Ms. Susan LaFollette-Black, Pinehurst resident, spoke in favor of the Senior Advisory Committee.

Dr. Bill Grover, Pinehurst resident, spoke in favor of the Senior Advisory Committee.

Reverend Sue Hudson, Southern Pines resident and Engaged Brains Program representative, spoke in favor of the Senior Advisory Committee.

Mr. Bob Asdal, Pinehurst resident, spoke in favor of the Senior Advisory Committee.

Mr. Paul Strider, Pinehurst resident, spoke in opposition to the NCDOT proposed PTC redesign.

Mr. Bruce Geddes, Pinehurst ETJ resident, spoke in opposition to the NCDOT proposed PTC redesign.

Mr. Paul Gauthier, Pinehurst resident, spoke in opposition to the NCDOT proposed PTC redesign.

Ms. Patricia Smith, Pinehurst resident, spoke in favor of the Senior Advisory Committee.

Mr. Jerry Dellas, Pinehurst resident, spoke in opposition to the NCDOT proposed PTC redesign.

Mr. Jeff Heintz, Pinehurst resident, spoke in favor of the Senior Advisory Committee.

Ms. Mary Flynn, Pinehurst resident, asked for support from the Village of Pinehurst Attorney in petitioning the United States Post Office to request a boundary adjustment to change the Royal Oak community's mailing address to the 28374 Pinehurst zip code.

Mayor Pizzella asked Ms. Flynn to provide the name and address of the USPS District Manager in

Raleigh, NC so Council may discuss the matter with the Village Attorney.

Ms. Karen Sullivan, Pinehurst resident, spoke in favor of the Senior Advisory Committee.

**6. Resolutions.**

**A. Consider Resolution 26-13 Adopting the Senior Advisory Committee Policy**

Mr. Willardson introduced consideration of Resolution 26-13 and noted the strong support from the audience for adopting the Senior Advisory Committee Policy.

Council expressed support for the formation of the Senior Advisory Committee.

Upon a motion by Councilmember Ficklin, seconded by Mayor Pro Tem Taylor, Council unanimously approved Resolution 26-13 adopting the Senior Advisory Committee Policy by a vote of 5-0.

**RESOLUTION #26-13:**

**A RESOLUTION ADOPTING THE SENIOR ADVISORY COMMITTEE POLICY FOR THE VILLAGE OF PINEHURST.**

**WHEREAS**, the Village Council of the Village of Pinehurst recognizes the importance of fostering meaningful engagement with residents age 55 and older and promoting a high quality of life for senior members of the community; and

**WHEREAS**, the Village Council desires to maintain a Senior Advisory Committee (SAC) to encourage effective two-way communication between Village Government and senior residents; and

**WHEREAS**, the proposed Senior Advisory Committee Policy establishes the purpose, goals, membership requirements, terms, expectations, meeting procedures, and Village support necessary for the effective operation of the SAC; and

**WHEREAS**, the Village Council has reviewed and discussed the proposed Senior Advisory Committee Policy and finds that adoption of the policy will provide clarity, consistency, and structure to the Committee's operations while supporting age-friendly community practices.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina, in Regular Meeting assembled this 24th day of February 2026, that:

1. The Senior Advisory Committee Policy is hereby adopted as an official policy of the Village of Pinehurst.
2. The Senior Advisory Committee shall operate in accordance with the adopted policy, including its provisions regarding purpose, membership, terms, meeting procedures, and compliance with North Carolina public records and open meetings laws.
3. This policy shall supplement applicable statutes, ordinances, and other Village policies, all of which shall continue to govern the actions of the Committee.
4. The Village Manager is authorized to implement and administer the Senior Advisory Committee Policy consistent with its terms.

**THIS RESOLUTION** passed and adopted this 24th day of February 2026.



**VILLAGE OF PINEHURST**  
**STANDARD PROCEDURE**

SUBJECT:	Senior Advisory Committee Policy	Effective Date: 02/24/2026
Department:	Administration	Policy No.: 64
Prepared by:	Administration	Revised: 01/2026
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 for members of the Senior Advisory Committee (SAC). The SAC is intended to advise the Village on matters affecting older adults and to support policies, programs, facilities, and services that promote a high quality of life, accessibility, independence, and age-friendly community practices for Pinehurst residents.

**POLICY:**

It is the policy of the Village of Pinehurst Council to maintain a Senior Advisory Committee (SAC) to foster and enhance effective two-way communication between Village Government and Pinehurst residents age 55 and older.

The SAC shall serve as an advisory body focused on identifying opportunities and challenges related to healthy aging, mobility, accessibility, social connection, safety, and supporting the Village's efforts to remain a welcoming and age-friendly community for residents at all stages of life.

**COMMITTEE GOALS:**

The goals of the Senior Advisory Committee are to:

- Serve as a forum for communication between Village Government and senior residents.
- Identify trends, needs, concerns, and opportunities affecting older adults in Pinehurst.
- Promote policies, programs, and community initiatives that support independent living, accessibility, social engagement, and overall well-being for older adults.
- Provide input on how Village facilities, parks, sidewalks, transportation systems, events, and communications can better reflect age-friendly design and practices.
- Help the Village identify barriers—physical, social, or informational—that may limit full participation by senior residents.
- Support intergenerational connection and community engagement.
- Share information from SAC meetings with senior residents through effective communication channels.
- Develop web-based educational and informational resources for the senior community.

- Comply with North Carolina public records and open meetings law requirements.

#### **MEMBERSHIP:**

Membership of the SAC shall consist of up to nine (9) members, appointed by the Village Council.

- Members must be permanent residents of the Village of Pinehurst or its ETJ and at least 55 years of age at the time of appointment.
- Membership should, to the extent practicable, reflect diversity in age, neighborhoods, backgrounds, abilities, and interests within the senior population.
- Members will be individually appointed by the Village Council upon recommendation by a committee consisting of the Village Manager, a Member of the Village Council and designated Village staff.
- The Village Council may adjust the number of SAC members by policy amendment as needed.

#### **RECRUITMENT:**

- Designated Village staff shall notify SAC members when their terms are nearing completion.
- Members eligible for reappointment who wish to continue serving will normally be nominated to the Village Council for reappointment.
- In considering reappointment, the Village Council will consider attendance, participation, and adherence to the committee's expectations.
- When vacancies occur, designated Village staff will advertise and solicit applications from interested senior residents.

#### **NEW MEMBER ORIENTATION, TERMS, TERM LIMITS, AND TERMINATIONS:**

- All newly appointed members shall participate in a brief onboarding process consistent with onboarding requirements for other Village boards and committees.
- Completion of onboarding and execution of a volunteer agreement are required prior to participation.
- Members shall be appointed to three-year terms.
- Members may serve a maximum of two consecutive terms, for a total of six years.
- Members who have reached the maximum term limit must wait at least one year before being eligible for reappointment.
- Member terms shall expire after the June meeting of the calendar year in which the term is designated to end, regardless of start date.

#### **ALTERNATE MEMBERS:**

The Senior Advisory Committee shall not utilize alternate members. Consistent participation by appointed members is expected to ensure continuity, institutional knowledge, and effective dialogue.

The Committee's meeting schedule shall be widely distributed, and interested members of the community shall be encouraged to attend meetings on a regular basis.

#### **VILLAGE SUPPORT TO SAC MEMBERS:**

The Village shall provide the following support to SAC members:

- Staff assistance in meeting scheduling, agenda preparation, and distribution of materials.
- Assist members in communicating information to senior residents.

- Staff assistance in posting and maintaining educational and informational resources within a dedicated portion of the VOP website.

#### **PUBLIC RECORDS LAW REQUIREMENTS:**

SAC members are public officials. As such:

- All SAC communications are subject to North Carolina public records law.
- SAC members shall comply with all public records requests and records retention requirements as a condition of appointment.

#### **SAC MEETING PROCEDURES:**

- SAC meetings shall generally be held monthly or more frequently as needed, in accordance with an adopted schedule.
- Meetings shall be chaired by the Mayor, or the Mayor's designee.
- Any Council Member may attend and participate in SAC meetings.
- SAC meetings are meetings of a public body and are subject to North Carolina open meetings laws.
- Each meeting shall have a published agenda prepared by designated staff.
- SAC meeting agendas should periodically include discussion of topics related to quality of life, accessibility, inclusion, mobility, safety, and age-friendly community practices.
- Members are encouraged to evaluate Village programs, facilities, and policies based on how they affect older adults' ability to remain active, engaged, and independent.
- Appointed members should be prepared to share summarized feedback from senior residents related to community conditions, services, and opportunities.
- Members shall conduct themselves respectfully and professionally and are encouraged to participate without dominating discussion.
- The Village Manager shall ensure staff support for note-taking and preparation of minutes.
- The Village Manager, in consultation with the Mayor, shall schedule presentations and briefings relevant to senior issues and age-friendly practices.

#### **POLICY UPDATE:**

This policy shall be reviewed in accordance with the Village's overall policy review schedule as determined by the Village Manager or directed by the Village Council.

#### **B. Consider Resolution 26-12 Opposing the NCDOT Proposed Plans for the Pinehurst Traffic Circle**

Council expressed concerns related to the proposed NCDOT plan for redesigning the Pinehurst Traffic Circle and highlighted sections of Resolution 26-12.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Hooper, Council unanimously approved Resolution 26-12 Opposing the NCDOT Proposed Plans for the Pinehurst Traffic Circle by a vote of 5-0.

#### **RESOLUTION #26-12:**

**A COUNCIL RESOLUTION OPPOSING THE NCDOT PROPOSAL TO ALTER THE HISTORIC PINEHURST TRAFFIC CIRCLE (PTC); SUPPORTING EFFORTS TO WORK WITH NCDOT TO CONSIDER PREVIOUSLY DOCUMENTED DESIGNS FOR THE PTC**

**AND OTHER IDEAS; AND TO MAKE INCREMENTAL IMPROVEMENTS TO MAINTAIN THE SAFETY, AESTHETICS AND EFFICIENCY OF THE 70-YEAR-OLD CIRCLE**

**WHEREAS**, NCDOT’s proposal for this project (U-5976) known as the “Shifted Pillow Continuous Flow Intersection (CFI),” which was intended to replace earlier proposals, was withdrawn following overwhelming opposition from area residents and the unanimous opposition of the VOP Council (Resolution #24-28) in August of 2024; and

**WHEREAS**, in 2025 NCDOT proposed an alternative design that would require the state of North Carolina to use eminent domain possibly impacting the property rights and homes of several residents on Dalrymple Road and in the Pinehurst Manor, Pinehurst Trace and Taylorhurst neighborhoods; and

**WHEREAS**, in October 2025 the NCDOT conducted a hearing in Pinehurst and received over 230 public comments, a majority of which were in opposition to the alternative design; and

**WHEREAS**, the NCDOT plan does not call for construction to begin until 2031 with a completion date in 2033 at a projected cost of \$77,000,000 million; and

**WHEREAS**, the most recent data from the NC State Demographer’s Office, which is responsible for producing state and county population projections, indicates a forecast for Moore County population in 2050 is now 141,000, down 21.7% from a forecast of 180,000 made in 2023; and

**WHEREAS**, the Demographer’s Office also reduced the expected 2050 population for the eight counties surrounding Moore County by 46,752 people from the estimate made two years ago, which is important because NCDOT correctly points out that the traffic passing through the PTC is driven by more than just the local population; and

**WHEREAS**, the reduced population forecasts for Moore County and the eight adjacent counties strongly suggest that NCDOT’s projection of 80,000 vehicles per day through the PTC in 2050 needs to be reduced, which should change the projected efficiency of all the designs studied; and

**WHEREAS**, the stated objective of the NCDOT is safety and efficiency and the PTC has never experienced a traffic fatality in its 70-year history. This proposed design incorporates intersections and traffic lights, which, according to research by NCDOT and the US Department of Transportation, are thought to be less safe than traffic circles; and

**WHEREAS**, in 2011 NCDOT’s Mobility and Safety Division reported that after 30 roundabouts were constructed across North Carolina total crashes were down 46%, fatal and injury crashes were down 76%, and front-impact (head-on) crashes were down 75%; and NCDOT’s Traffic Safety Unit reported that in 2020 front-impact crashes were down 62%; and

**WHEREAS**, after peaking in 2021-2022 at 122 and following the installation of lane dividers and the addition of clearer road signage, the number of accidents in the PTC has declined in the past two years to 77 and 78, below even the levels of 2017-2018.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina, in a Regular Meeting assembled this 24<sup>th</sup> day of February 2026, as follows:

**SECTION 1.** We, the Village Council, do hereby proclaim we oppose the NCDOT proposal for our 70-year-old Traffic Circle. We believe it would impose on the property rights of some Pinehurst homeowners, be disruptive for our residents and visitors during a two-year construction project between 2031 and 2033, would not improve the safety of the PTC, and would have a negative impact to the aesthetics and special character of our village.

**SECTION 2.** We, the Village Council, have reviewed the attendee responses to the October 2025 meeting that indicated almost 60% of comments submitted to NCDOT oppose this most recent proposal and the comments and letters we have received from our residents have raised concerns about sound barrier walls, possible impact on homes with septic systems and general traffic safety.

**SECTION 3.** We, the Village Council, urge NCDOT to pursue more incremental changes as recommended by Pinehurst residents and contained in previous letters from the Village of Pinehurst to NCDOT in January 2023, November 2024 and January 2026 that reference speed limits, enhanced signage, rumble strips and improving sightlines by changing the angle of incoming roads among other items.

**SECTION 4.** We, the Village Council, encourage the NCDOT to undertake as soon as possible, not waiting until 2031, the widening of 15-501 North of the PTC, as proposed in their plan (R-5927), in part because this road is the only two-lane road leading to the PTC while the other four roads are all four lanes.

**SECTION 5.** We, the Village Council, recommend NCDOT pursue the addition of the proposed smaller circle at the Airport Road intersection with Midland Road and the more restrictive turning ability exiting Beaver Lane that are part of project U-5976.

**SECTION 6.** We, the Village Council, recommend NCDOT reexamine the projected 2050 traffic volume in light of the new population projections by the State Demographer's Office and review some of the alternative designs for the PTC documented by HNTB North Carolina in the 2023 Traffic Analysis Technical Memorandum for safety and efficiency while also factoring in aesthetics.

**SECTION 7.** This resolution shall be forwarded, by the Village of Pinehurst Village Clerk, to all members of the North Carolina General Assembly; North Carolina's Governor, Lt. Governor, Attorney General, and Secretary of Transportation; the North Carolina State Historic Preservation Commission; and members of the Sandhills Metropolitan Planning Organization.

**THIS RESOLUTION** passed and adopted this 24<sup>th</sup> day of February 2026.

**7. Ordinances.**

**A. Consider Ordinance 26-07 FY 2026 Mid-Year Budget Amendment**

Ms. Dana Van Nostrand, Financial Services Director, reviewed and discussed a memo outlining the proposed amendments to the Fiscal Year 2026 Budget.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Ficklin, Council unanimously approved Ordinance 26-07 FY 2026 Mid-Year Budget Amendment by a vote of 5-0.

**ORDINANCE #26-07:**

**AN ORDINANCE AMENDING ORDINANCE #25-09 APPROPRIATING FUNDS FOR OPERATIONS OF THE VILLAGE OF PINEHURST FOR FISCAL YEAR 2026, REGARDING REVENUES AND EXPENDITURES OF THE GENERAL FUND (MID- YEAR BUDGET AMENDMENTS).**

**THAT WHEREAS,** the Village budgeted for revenues and expenditures in FY 2026 for the General Fund; and

**WHEREAS,** the estimates for FY 2026 revenues and expenditures have been calculated and there are

some variations between the amounts budgeted, as previously amended, and the amounts expected,

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Pinehurst, North Carolina, in the regular meeting assembled this 24<sup>th</sup> day of February 2026, as follows:

**SECTION 1.** The estimated revenues and expenditure appropriations of the General Fund are to be amended as follows:

	<u>Increase</u>	<u>Decrease</u>	<u>Net Increase (Decrease)</u>
<i>Estimated Revenues:</i>			
Ad Valorem Tax Revenues	\$ 100,000		\$ 100,000
Unrestricted Intergovernmental Revenues	250,000		250,000
Restricted Intergovernmental Revenues	113,800		113,800
Sales and Services	32,000		32,000
Other Revenues	246,000		246,000
Investment Income	85,000		85,000
Other Financing Sources		\$ 128,800	(128,800)
Fund Balance Appropriated		1,366,000	(1,366,000)
<b>TOTAL REVENUES</b>	<b>\$ 826,800</b>	<b>\$ 1,494,800</b>	<b>\$ (668,000)</b>

	<u>Increase</u>	<u>Decrease</u>	<u>Net Increase (Decrease)</u>
<i>Expenditure Appropriations:</i>			
Administration		\$ 224,500	\$ (224,500)
Police		87,000	(87,000)
Fire		90,500	(90,500)
Public Services Administration		43,500	(43,500)
Streets & Grounds		39,500	(39,500)
Solid Waste		33,500	(33,500)
Recreation		28,500	(28,500)
Library		6,000	(6,000)
Harness Track		11,500	(11,500)
Fair Barn	\$ 7,000		7,000
Planning		50,500	(50,500)
Debt Service		60,000	(60,000)
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,000</b>	<b>\$ 675,000</b>	<b>\$ (668,000)</b>

**SECTION 2.** Copies of this budget amendment shall be furnished to the Village Clerk, Village Manager, and Financial Services Director for their direction and implementation.

**THIS ORDINANCE** passed and adopted this 24<sup>th</sup> day of February 2026.

**8. Regular Business.**

**A. FY 2026 Quarterly Financial Dashboard as of December 31, 2025**

Ms. Van Nostrand reviewed and discussed the FY 2026 Quarterly Financial Dashboard PDF highlighting Cash & Investments, General Fund Balance Sheet, General Fund Fund Balance, Other Funds, Ad Valorem Taxes, General Fund Budget, and Other Current Year Data.

**B. FY 2026 Quarterly Strategic Operating Plan Update for the Quarter Ended December 31, 2025**

Mr. Willardson reviewed and discussed a FY26 Initiative Action Plan Review PowerPoint highlighting the FY 2026 VOP Strategy Map and FY 2026 IAPs (Expand and Renovate Given Library & Tufts Archives, Redevelopment of Village Place, Update the Pinehurst Development Ordinance, Improve Fire Rescue Response Time, Multi-Modal Transportation Improvements, and

Short-Term Rental Monitoring & Compliance).

**9. Other Business.**

Council discussed population data and growth projections as they relate to proposed NCDOT projects, specifically the Pinehurst Traffic Circle redesign, and approaching NCDOT with additional redesign options that better preserve the aesthetics of the Circle.

**10. Motion to Adjourn.**

Upon a motion by Councilmember Ficklin, seconded by Mayor Pro Tem Taylor, Council unanimously approved to adjourn the Regular Meeting by a vote of 5-0 at 07:32 p.m.

Respectfully Submitted,

Shannon Konstantinou  
Village Clerk

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

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

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DRAFT



**February 24, 2026, Work Session Minutes  
ADDITIONAL AGENDA DETAILS:**

**FROM:** Shannon Konstantinou, Village Clerk  
**CC:** Village Council; Doug Willardson  
**DATE OF MEMO:** 03/02/2026

**MEMO DETAILS**

**ATTACHMENTS**

1. 02.24.2026 DRAFT Work Session Minutes



**Village Council**  
**Minutes for the Work Session of February 24, 2026**  
**Assembly Hall**  
**395 Magnolia Road**  
**Pinehurst, North Carolina**  
**04:30 p.m.**

The Village of Pinehurst Village Council held a Work Session Meeting at 07:32 p.m., Tuesday, February 24, 2026, in the Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were present:

Mr. Patrick Pizzella, Mayor  
Mr. John Taylor, Mayor Pro Tem  
Ms. Barb Ficklin, Councilmember  
Mr. Kevin Fitzpatrick, Councilmember  
Mr. Jeremy Hooper, Councilmember

Mr. Doug Willardson, Village Manager  
Mr. Carlton Cole, Assistant Village Manager  
Ms. Shannon Konstantinou, Village Clerk  
Ms. JoEllen Richter, IT Technician

And approximately 0 members of the audience in attendance, in addition to 1 staff and 1 press. There were approximately 9 remote views.

**1. Call to Order.**

Mayor Pizzella called the Village Council Work Session to order at 07:42 p.m.

**2. General Business.**

**A. Discussion on 'Family Care Homes' and Their Regulatory Framework**

Mr. Willardson reviewed and discussed a memo outlining what Family Care Homes are, why they are a permitted use, and the process for establishing a Family Care Home within the Village of Pinehurst.

Council discussed the number of Family Care Homes within the State of North Carolina and within the Village, how Family Care Home regulations are administered by the State and the Village, the use being categorized as a residential use by the State, and how Family Care Homes impact or interact with the residents of the neighborhoods.

**B. Library Construction Update**

Mr. Cole provided an update on the progress of the construction of the new Given Memorial Library.

**3. Motion to Adjourn.**

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Ficklin, Council unanimously approved to adjourn the Work Session by a vote of 5-0 at 08:05 p.m.

Respectfully submitted,

Shannon Konstantinou  
Village Clerk

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

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**Consider Resolution 26-14 Appointing Ms. Gloria Hannan to the Neighborhood Advisory Committee (Clarendon Gardens)  
ADDITIONAL AGENDA DETAILS:**

**FROM:** Doug Willardson, Village Manager  
**CC:** Village Council;  
**DATE OF MEMO:** 03/04/2026

**MEMO DETAILS**

Staff requests that Council consider the appointment of Gloria Hannan to the Neighborhood Advisory Committee (NAC) as the representative for Clarendon Gardens.

Ms. Hannan is a resident of the neighborhood and has expressed a strong interest in serving in this role. She indicated that her motivation for volunteering is to help ensure the Village of Pinehurst remains a wonderful place to live by maintaining strong communication between neighborhood residents and the Village.

The Neighborhood Advisory Committee serves as a liaison between neighborhoods and Village leadership, helping to share information, identify concerns, and strengthen communication throughout the community.

**ATTACHMENTS**

1. DRAFT Resolution 26-14 Appoint NAC Member (Hannan)

**Resolution 26-14:**

**A Resolution Appointing the Neighborhood Advisory Committee Representative for the Clarendon Gardens Area**

**Whereas**, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

**Whereas**, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11<sup>th</sup> day of April 2023; and

**Whereas**, there is a need to fill the vacancy on the Neighborhood Advisory Committee to represent the Clarendon Gardens designated area; and

**Whereas**, Ms. Gloria Hannan and the Village Council of the Village of Pinehurst are desirous of Ms. Hannan serving as a representative of the Clarendon Gardens area on 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 10<sup>th</sup> day of March 2026 as follows:

Ms. Gloria Hannan is appointed as a representative of the Clarendon Gardens area on the Neighborhood Advisory Committee, effective March 10, 2026, said term to expire June 30, 2029.

**This Resolution** passed and adopted this 10<sup>th</sup> day of March 2026.

(Municipal Seal)

Village of Pinehurst  
Village Council

By: \_\_\_\_\_  
Patrick Pizzella, Mayor

Attest:

\_\_\_\_\_  
Shannon Konstantinou, Village Clerk



**Consider Resolution 26-15 Appointing Mr. Keith Eldridge to the Neighborhood  
Advisory Committee (Pinehurst No. 6)  
ADDITIONAL AGENDA DETAILS:**

**FROM:** Shannon Konstantinou, Village Clerk  
**CC:** Village Council;  
**DATE OF MEMO:** 03/05/2026

**MEMO DETAILS**

Council is asked to consider the attached resolution appointing Keith Eldridge to serve as the Neighborhood Advisory Committee (NAC) representative for the Pinehurst No. 6 area. This appointment will fill the current vacancy for that designated neighborhood area.

If approved, Mr. Eldridge's term will run through June 30, 2029, consistent with the NAC's established term structure. Staff recommends approval of the resolution to complete the appointment.

**ATTACHMENTS**

1. DRAFT Resolution 26-15 Appoint NAC Member (Eldridge)

**Resolution 26-15:**

**A Resolution Appointing the Neighborhood Advisory Committee Representative for the Pinehurst No. 6 Area**

**Whereas**, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

**Whereas**, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11<sup>th</sup> day of April 2023; and

**Whereas**, there is a need to fill the vacancy on the Neighborhood Advisory Committee to represent the Pinehurst No. 6 designated area; and

**Whereas**, Mr. Keith Eldridge and the Village Council of the Village of Pinehurst are desirous of Mr. Eldridge serving as a representative of the Pinehurst No. 6 area on 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 10<sup>th</sup> day of March 2026 as follows:

Mr. Keith Eldridge is appointed as a representative of the Pinehurst No. 6 area on the Neighborhood Advisory Committee, effective March 10, 2026, said term to expire June 30, 2029.

**This Resolution** passed and adopted this 10<sup>th</sup> day of March 2026.

(Municipal Seal)

Village of Pinehurst  
Village Council

By: \_\_\_\_\_  
Patrick Pizzella, Mayor

Attest:

\_\_\_\_\_  
Shannon Konstantinou, Village Clerk



**Consider Resolution 26-16 Amending the Neighborhood Advisory Committee Policy (Communications Section)  
ADDITIONAL AGENDA DETAILS:**

**FROM:** Shannon Konstantinou, Village Clerk  
**CC:** Village Council; Doug Willardson; Kristin Bunton  
**DATE OF MEMO:** 03/05/2026

**MEMO DETAILS**

Staff is requesting Council approval of a minor amendment to the Neighborhood Advisory Committee (NAC) policy. The proposed revision updates the section describing how the Village supports communication between NAC members and the neighborhoods they represent.

The current policy requires that all NAC members be issued a neighborhood-specific Village email account and that those accounts be passed along to subsequent NAC representatives. While this approach was originally intended to simplify public records compliance and communication with residents, in practice it has proven cumbersome. In addition, maintaining those accounts has resulted in several thousand dollars in ongoing costs for email licenses, and many of the accounts have not been actively utilized.

The proposed revision replaces that language with a more flexible framework that allows the Village to provide a variety of communication tools and outreach platforms. See attached red-lined version. These may include centralized email distribution services, website-based submission forms, and other communication methods designed to improve resident access and ensure consistent messaging. The revised language also clarifies that the Village will maintain and archive communications distributed through Village-managed systems to ensure compliance with North Carolina public records requirements.

The amendment also recognizes that NAC members may continue using their own communication methods to coordinate with residents. However, the policy reiterates that communications related to NAC business remain subject to applicable public records laws regardless of the platform used.

No other sections of the NAC policy are being changed.

This update provides the Village with greater flexibility in how it supports neighborhood communication while maintaining transparency and compliance with public records requirements.

**ATTACHMENTS**

1. DRAFT Resolution 26-16 Amending the NAC Policy (Communications Section)
2. DRAFT 53 - Neighborhood Advisory Committee Policy\_03.10.2026\_Redline
3. DRAFT 53 - Neighborhood Advisory Committee Policy\_03.10.2026\_Clean

**Resolution 26-16:**

**A Resolution Amending the Neighborhood Advisory Committee Policy**

**Whereas**, the Village of Pinehurst established a Neighborhood Advisory Committee (NAC) in 2008; and

**Whereas**, the Village of Pinehurst officially reorganized the Neighborhood Advisory Committee (NAC) under the leadership of the Village Council of the Village of Pinehurst on the 11<sup>th</sup> day of April 2023; and

**Whereas**, there is a need to amend the Neighborhood Advisory Committee Policy to allow for a more flexible approach to supporting neighborhood communication while maintaining transparency and compliance with public records requirements.

**Now, therefore, be it resolved** by the Village Council of the Village of Pinehurst, North Carolina, in Regular Meeting assembled this 10<sup>th</sup> day of March 2026, that the “Village Support to NAC Members” section of the Neighborhood Advisory Committee Policy be revised to read as follows:

The Village will provide communication tools and staff support to assist NAC members in sharing information with their neighborhoods and gathering resident input. Village-managed communication platforms may include centralized email distribution services, website-based submission forms, and other outreach tools designed to expand resident access and ensure consistent messaging. The Village will maintain and archive communications distributed through these platforms in accordance with public records requirements. NAC members may continue to use personal communication methods for coordination and engagement with residents, provided that such communications remain subject to applicable public records laws. Village staff will endeavor to provide briefing materials, policy documents, and other informational resources to assist NAC members in communicating effectively with their neighborhoods.

**This resolution** passed and adopted this 10<sup>th</sup> day of March 2026.

Village of Pinehurst  
Village Council

(Municipal Seal)

By: \_\_\_\_\_  
Patrick Pizzella, Mayor

Attest:

\_\_\_\_\_  
Shannon Konstantinou, Village Clerk



**VILLAGE OF PINEHURST**  
**STANDARD PROCEDURE**

SUBJECT: Policy	Neighborhood Advisory Committee	Effective Date: 04/2023
Department:	Administration	Policy No.: 53
Prepared by:	Administration	Revised: <del>10/2025</del> <u>03/2026</u>
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. The Village will provide communication tools and staff support to assist NAC members in sharing information with their neighborhoods and gathering resident input. Village-managed communication platforms may include centralized email distribution services, website-based submission forms, and other outreach tools designed to expand resident access and ensure consistent messaging. The Village will maintain and archive communications distributed through these platforms in accordance with public records requirements. NAC members may continue to use personal communication methods for coordination and engagement with residents, provided that such communications remain subject to applicable public records laws. Village staff will endeavor to provide briefing materials, policy documents, and other informational resources to assist NAC members in communicating effectively with 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.

Approved by:

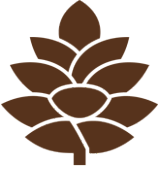
\_\_\_\_\_  
Patrick Pizzella, Mayor

\_\_\_\_\_  
Date

Resolution ~~26-16# 25-47~~  
Village Council, Resolution

~~October 30, 2025~~ March 10, 2026  
Date

- Exhibit 1. Neighborhood Advisory Committee Map of Neighborhoods
- Exhibit 2. Neighborhood Advisory Committee Phased Term Limit



**VILLAGE OF PINEHURST  
STANDARD PROCEDURE**

SUBJECT: Policy	Neighborhood Advisory Committee	Effective Date: 04/2023
Department:	Administration	Policy No.: 53
Prepared by:	Administration	Revised: 03/2026
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.

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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.

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- Committee members must be courteous to other members of the Committee, elected officials and staff.
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- 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.

Approved by:

\_\_\_\_\_  
Patrick Pizzella, Mayor

\_\_\_\_\_  
Date

Resolution 26-16  
Village Council, Resolution

March 10, 2026  
Date

- Exhibit 1. Neighborhood Advisory Committee Map of Neighborhoods
- Exhibit 2. Neighborhood Advisory Committee Phased Term Limit



## **FY26 Road Resurfacing Program Update ADDITIONAL AGENDA DETAILS:**

**FROM:** Doug Willardson, Village Manager  
**CC:** Village Council;  
**DATE OF MEMO:** 03/04/2026

### **MEMO DETAILS**

This memo is provided as an informational update regarding roadway resurfacing work currently underway as part of the Village's FY26 pavement management program.

The Village maintains approximately 108 miles of streets. Each year we complete a resurfacing program targeting the worst-rated roads based primarily on the Village's Pavement Condition Survey (PCS), which assigns each road segment a Pavement Condition Rating (PCR) from 0 to 100. Roads with ratings below 66 are generally prioritized for resurfacing.

The FY26 resurfacing program includes approximately five miles of roadway improvements throughout the Village. On November 6, the Village received three bids for the project. The low base bid was submitted by Turner Asphalt in the amount of \$1,329,119.60. Turner completed our resurfacing work last fiscal year as well.

Resurfacing work began last week. Roads included in the current schedule are:

- Catalpa Lane South
- Lake Shore Drive
- Cedar Court
- Cedar Lane
- Statler Lane
- Burning Tree Road
- Old Pool Road
- Linden Lane
- Donald Ross Drive
- Longleaf Drive West
- Longleaf Drive Northwest
- Alexander Lane

- Duncan Lane
- Lake View Drive East
- Dunvegan Court
- Kelly Road
- Deerwood Lane
- Randolph Court
- Overpeck Lane

Door hangers are being placed at homes in affected areas prior to work beginning. We are also working with the NAC members to send out information to the residents in their specific areas about the work.

During paving operations there will be no full road closures, although temporary lane closures will occur while crews are working. Residents will continue to have access to their homes, though brief delays may occur. Residents are also asked to avoid parking on the street during scheduled work days.

Because resurfacing begins on a regular solid waste collection day in some areas, residents are asked to place carts curbside by 7:00 a.m. so that collection can occur before paving operations begin. If service is temporarily missed due to paving activity, solid waste crews will return once access is restored.

Maintaining the Village's roadway network through regular resurfacing is an important part of the Village's long-term infrastructure program and helps extend pavement life while improving safety and ride quality for residents.

If Council members receive questions regarding resurfacing activity, residents may contact the Public Services Department at 910-295-5021.

## **ATTACHMENTS**

None



## **Airport Road Greenway – Approval of NCDOT Grant Agreement for Design Phase**

### **ADDITIONAL AGENDA DETAILS:**

**FROM:** Doug Willardson, Village Manager  
**CC:** Village Council;  
**DATE OF MEMO:** 03/04/2026

### **MEMO DETAILS**

The Airport Road Greenway is a planned multi-use path along Airport Road (NC-5) extending from the McKinnon Road area to Forest Creek. The project is part of Pinehurst's broader effort to build a more connected pedestrian and bicycle network across the Village. The goal is straightforward: provide safer bike and pedestrian access along a busy corridor, connect neighborhoods and nearby destinations, and create a practical option for short trips that might otherwise be made by car. These types of projects are eligible for federal Carbon Reduction Program funding because they can reduce vehicle trips and improve transportation options.

Staff is requesting Council approval of the attached agreement with the North Carolina Department of Transportation (NCDOT) to proceed with the design phase of the Airport Road Greenway project.

Through the Sandhills Metropolitan Planning Organization, the Village has been awarded \$151,000 in federal Carbon Reduction Program (CRP) funding for design and environmental documentation of the Airport Road Greenway. The grant requires a 20% local match of \$37,750, resulting in a total design phase budget of \$188,750.

Approval of this agreement allows the Village to move forward with preliminary engineering, which includes design and environmental documentation required before any construction funding can be pursued.

It is important to note that this agreement covers design only. Construction costs will not be known until the design work is completed. Earlier conceptual discussions suggested the project might be constructed for roughly \$400,000; however, based on current NCDOT and federal project requirements, it is likely the final construction cost will be higher than those early estimates.

Once design is completed and better cost information is available, staff will return to Council with an update. At that time, staff will also coordinate with the Town of Southern Pines to determine an appropriate cost-sharing approach for construction of the project.

### **Recommended Action:**

Approve the attached NCDOT Locally Administered Project Agreement in the amount of \$188,750, consisting of \$151,000 in federal grant funds and a Village match of \$37,750, to complete the design and environmental documentation for the Airport Road Greenway.

### **ATTACHMENTS**

1. NCDOT Grant Agreement



**VILLAGE OF PINEHURST  
CONTRACT CONTROL FORM**



**SECTION 1: CONTRACT INFO**

**PURPOSE:**  CONTRACT DOCUMENT OR  NO CONTRACT DOCUMENT (P.O. WITH LABOR)

**ATTACHMENTS:**  PURCHASE REQUISITION REQUIRED  HOLD HARMLESS AGREEMENT AND/OR CERT. OF INS.  
 DRAFT CONTRACT (2) IF APPLICABLE  ESSENTIAL COMM. FORM FOR KEY SUPPLIERS (if app.)

VENDOR NAME: **NCDOT** POC: **Sheila Atwood** PHONE: **sbatwood@ncdot.gov**

PURPOSE: **Airport Road Greenway project grant agreement**  
 CONTRACT TERM: **3 years** EXPIRES: \_\_\_\_\_ CONTRACT AMOUNT: \$ **188,750**

Contractor's most recent contract performance rating from SharePoint Contract List \_\_\_\_\_ (A,B,C,F, or New)

DEPARTMENT: **Administration** VOP EMPLOYEE: **Doug Willardson** DATE SUBMITTED: **2/24/26**

**SECTION 2: CONTRACT ROUTING (ALL CONTRACTS USE THIS ROUTING ORDER)**

**I. FINANCE OFFICER**

- YES  NO Sufficient funds are available in the proper category to pay for this expenditure.
- YES  NO A budget amendment is required for approval of this agreement.
- YES  NO Pre-audit has been completed.
- YES  NO If applicable, contract has e-verify language.

This document has been reviewed and the following person has been determined eligible to execute the contract:

- FINANCE DIRECTOR (PO ONLY)  DEPARTMENT HEAD  VILLAGE MANAGER

FINANCE OFFICER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**II. RISK MANAGER**

- No insurance required
- Hold Harmless and/or Certificate of Insurance included

YES  NO Legal review is required. Legal review has been completed: \_\_\_\_\_

RISK MANAGER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**III. VILLAGE CLERK**

Please submit one fully executed, original contract to the Village Clerk.

VILLAGE CLERK SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## Executive Summary

The Executive Summary is a summation of this agreement and is not intended to be used as the agreement between the Department (North Carolina Department of Transportation) and the Party (Entity).

**Entity:** Village of Pinehurst

**County:** Moore

**TIP:** HL-0175

**Project:** Airport Road Greenway

**Scope:** a multi-use path along Airport Road from Thorne Road in Pinehurst to Knoll Road in Southern Pines.

**Eligible Activities:**

<b>PE</b>	52059.1.1	Design
		Environmental
<b>ROW</b>	_____	ROW Acquisition
<b>UTIL</b>	_____	Utility
<b>CON</b>	_____	Construction
<b>OTHER</b>	_____	
<b>FEDERAL-AID</b>	5205901	

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match \$	Non-Federal Match Rate
Carbon Reduction Program (CRP)	\$151,000	80 %	\$37,750	20 %
<b>Total Available Funding</b>		<b>\$188,750</b>		

**Responsibility:** The Village of Pinehurst shall be responsible for all aspects of the project.

NORTH CAROLINA

**LOCALLY ADMINISTERED PROJECT -  
FEDERAL**

MOORE COUNTY

DATE: 2/24/2026

NORTH CAROLINA DEPARTMENT OF  
TRANSPORTATION

TIP #: HL-0175

AND

WBS Elements: PE 52059.1.1  
ROW \_\_\_\_\_  
UTIL \_\_\_\_\_  
CON \_\_\_\_\_

VILLAGE OF PINEHURST

OTHER FUNDING: \_\_\_\_\_

FEDERAL-AID NUMBER: 5205901

ALN #: 20.265

Total Funds [NCDOT Participation] \$151,000

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the Village of Pinehurst, hereinafter referred to as the "Village".

**WITNESSETH:**

WHEREAS, the Infrastructure Investment and Jobs Act (IIJA) allows for the allocation of federal funds to be available for certain specified transportation activities; and,

WHEREAS, the Village has requested federal funding for Airport Road Greenway, hereinafter referred to as the Project, in Moore County, North Carolina; and,

WHEREAS, subject to the availability of federal funds, the Village has been designated as a recipient to receive funds allocated to the Department by the Federal Highway Administration (FHWA) up to and not to exceed the maximum award amount of \$151,000 for the Project; and,

WHEREAS, the Department has agreed to administer the disbursement of said funds on behalf of FHWA to the Village for the Project in accordance with the Project scope of work and in accordance with the provisions set out in this Agreement; and,

WHEREAS, the Department has programmed funding in the approved State Transportation Improvement Program (STIP) for the Project; and,

WHEREAS, the governing board of the Village has agreed to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.1, Section 136-71.6, Section 160A-296 and 297, Section 136-18, Section 136-41.3 and Section 20-169, to participate in the planning, construction and/or implementation of the Project approved by the Board of Transportation.

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the parties do hereby covenant and agree, each with the other, as follows:

## **1. GENERAL PROVISIONS**

### **FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT**

All parties to this Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Agreement shall provide reports as required by the Federal Funding Accountability and Transparency Act (FFATA) for this Project.

### **AGREEMENT MODIFICATIONS**

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all parties by means of a Supplemental Agreement.

### **LOCAL PUBLIC AGENCY TO PERFORM ALL WORK**

The Village shall be responsible for administering all work performed and for certifying to the Department that all terms set forth in this Agreement are met and adhered to by the Village and/or its contractors and agents. The Department will provide technical oversight to guide the Village. The Department must approve any assignment or transfer of the responsibilities of the Village set forth in this Agreement to other parties or entities.

### **PERSON IN RESPONSIBLE CHARGE**

The Village shall designate a person or persons to be in responsible charge of the Project, in accordance with Title 23 of the Code of Federal Regulations, Part 635.105. The person, or persons, shall be expected to:

- Administer governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of Federal-aid projects;

- Maintain knowledge of day to day project operations and safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the project in accordance with the project scope and scale;
- Review financial processes, transactions and documentation to reduce the likelihood of fraud, waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation; and
- Be aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the project.

The person in responsible charge must be a full-time employee of the Village, but the duties may be split among several employees, if necessary.

#### **COMPLIANCE WITH STATE/FEDERAL POLICY**

The Village, and/or its agent, including all contractors, subcontractors, or sub-recipients shall comply with all applicable Federal and State policies and procedures, stated both in this Agreement and in the Department's guidelines and procedures, including the *Local Programs Management Handbook*.

#### **FAILURE TO COMPLY - CONSEQUENCES**

Failure on the part of the Village to comply with any of the provisions of this Agreement will be grounds for the Department to terminate participation in the costs of the Project and, if applicable, seek repayment of any reimbursed funds.

## **2. SCOPE OF PROJECT**

The Project consists of a multi-use path along Airport Road from Thorne Road in Pinehurst to Knoll Road in Southern Pines.

The Department's funding participation in the Project shall be restricted to the following eligible items:

- Design
- Environmental Documentation

as further set forth in this Agreement.

### 3. FUNDING

#### PROGRAMMING AND AUTHORIZATION OF FEDERAL FUNDS

The funding currently programmed for the project in the State Transportation Improvement Program (STIP) is Carbon Reduction Program (CRP). The funding source may be modified with the coordination and approval of the respective Metropolitan Planning Organization (MPO) and/or the Department prior to authorization of funds. The Department will authorize and reimburse federal funding based on the type of federal funding that is programmed in the STIP at the time of the authorization request. The Department will notify the Village of the type of federal funds authorized by issuing a Technical Amendment – Funds Authorization letter. A modification in the source of funds will have no effect on project responsibilities outlined in this agreement.

#### REIMBURSEMENT FOR ELIGIBLE ACTIVITIES

Subject to compliance by the Village with the provisions set forth in this Agreement and the availability of federal funds, the Department shall reimburse 80% of eligible expenses incurred by the Village up to a maximum amount of One Hundred Fifty-One Thousand Dollars (\$151,000), as detailed below. The Village shall provide the non-federal match, as detailed in the FUNDING TABLE below, and all costs that exceed the total available funding.

#### FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match \$	Non-Federal Match Rate
Carbon Reduction Program (CRP)	\$151,000	80%	\$37,750	20%
<b>Total Available Funding</b>			<b>\$188,750</b>	

#### WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, during any phase of the delivery of the Project, shall reduce the funding available to the Village under this Agreement. The Department will set aside, but is not limited to, ten percent (10%) of the total available funding, or \$188,875, to use towards the

costs related to review and oversight of this Project. These costs may include but are not limited to: review and approval of plans, environmental documents, contract proposals, and engineering estimates; performance of any phase of work, for example, contract administration or construction engineering and inspection; oversight of any phases; or any other items as needed to ensure the Village's appropriate compliance with state and federal regulations.

In the event that the Department does not utilize all the set-aside funding, then those remaining funds will be available for reimbursement to the Village at the above reimbursement rate. For all costs of work performed on the Project, whether incurred by the Village or by the Department, the Village shall provide the non-federal match. The Department will bill the Village for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the total available funding.

#### **4. PERIOD OF PERFORMANCE**

##### **COMPLETION DATE**

The Village has three (3) years to complete all work outlined in the Agreement from the date of authorization of Federal Preliminary Engineering funds. Completion for this Agreement is defined as completion of all construction activities or implementation activities, acceptance of the project, and submission of a final reimbursement package to the Department.

##### **MILESTONE DATES AND REVISIONS**

The Village is responsible for regularly updating project milestones throughout the life of the project. If project milestones are near (or have passed without completion) and have not been updated to a realistic schedule by the Village, the Department reserves the right to revise the milestones accordingly. Revisions by the Department could lead to milestones being pushed into another fiscal year resulting in a change to the STIP. The Department is not responsible for project delays caused by these milestone revisions.

##### **EXTENDING COMPLETION DATE**

If additional time is needed to complete the Project, then a supplemental agreement must be executed. The Department may allow up to three additional months for submission of final reimbursement package by the Village, without entering into a supplemental agreement. The Department and/or FHWA reserves the right to revoke the funds awarded if the Village is unable to meet milestone dates included herein.

## 5. PRELIMINARY ENGINEERING AUTHORIZATION

If Preliminary Engineering is an eligible expense, then upon receipt of an executed agreement, the Department will authorize Preliminary Engineering funds and shall notify the Village, in writing, once funds have been authorized and can be expended. The Village shall not initiate any work, nor solicit for any professional services prior to receipt of written authorization from the Department to proceed. Any work performed, or contracts executed, prior to receipt of written authorization to proceed will be ineligible for reimbursement.

## 6. PROFESSIONAL AND ENGINEERING SERVICES

The Village shall comply with the policies and procedures of this provision if the Village is requesting reimbursement for the Preliminary Engineering contract or the Construction Contract Administration / Construction Engineering and Inspection contract.

### PROCUREMENT POLICY

When procuring professional services, the Village must adhere to Title 2 Code of Federal Regulations Part 200; Title 23 of the Code of Federal Regulations, Part 172; Title 40 United States Code, Chapter 11, Section 1101-1104; NCGS 143-64.31; and the Department's *Policies and Procedures for Major Professional or Specialized Services Contracts*. Said policies and standards are incorporated in this Agreement by reference at [www.fhwa.dot.gov/legsregs/legislat.html](http://www.fhwa.dot.gov/legsregs/legislat.html) and [www.ncleg.net/gascripts/Statutes/Statutes.asp](http://www.ncleg.net/gascripts/Statutes/Statutes.asp).

- The Village shall ensure that a qualified firm is obtained through an equitable selection process, and that prescribed work is properly accomplished in a timely manner and at a just and reasonable cost.
- All Professional Services Firms shall be pre-qualified by the Department in the Work Codes advertised.
- A pre-negotiation audit will be conducted by the Department's External Audit Branch. The Village shall not execute a consultant contract until the Department's review has been completed.

### SMALL PROFESSIONAL AND ENGINEERING SERVICES FIRMS REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Small Professional

Services Firms (SPSF). This policy conforms with the SPSF Guidelines as approved by the North Carolina Board of Transportation.

- The Village shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Village fails to comply with these requirements, the Department will withhold funding until these requirements are met.

#### **WORK BY ENTITY**

If the Design, Planning, Contract Administration and/or Construction Engineering and Inspection required for this project will be undertaken by the Village, and the Village requests reimbursement, then the Village must submit a request and supporting documentation to the Department for review and approval, prior to any work being initiated by the Village.

### **7. PLANNING / ENVIRONMENTAL DOCUMENTATION**

The Village shall prepare the environmental and/or planning document, including any environmental permits, needed to construct the Project, in accordance with the National Environmental Policy Act (NEPA) and all other appropriate environmental laws and regulations. All work shall be performed in accordance with Departmental procedures and guidelines. Said documentation shall be submitted to the Department for review and approval.

- The Village shall be responsible for preparing and filing with all proper agencies the appropriate planning documents, including notices and applications required to apply for those permits necessary for the construction of the desired improvements. Copies of approved permits should be forwarded to the Department.
- The Village shall advertise and conduct any required public hearings.
- If any permit issued requires that action be taken to mitigate impacts associated with the improvements, the Village shall design and implement a mitigation plan. The Department will determine if any mitigation costs are eligible for reimbursement. The Village shall bear all costs associated with penalties for violations and claims due to delays.
- The Village shall be responsible for designing an erosion control plan if required by the North Carolina Sedimentation Pollution Control Act of 1973, NCGS 113A, Article 4, incorporated in this Agreement by reference at

<https://www.ncleg.gov/Laws/GeneralStatutes> and obtaining those permits required thereby in order to construct the Project. During the construction of the improvements, the Village, and its contractors and agents, shall be solely responsible for compliance with the provisions of said Act and the plan adopted in compliance therewith.

## **8. DESIGN**

### **CONTENT OF PLAN PACKAGE**

The Village, and/or its agent, shall prepare the Project's plans, specifications, and a professional estimate of costs (PS&E package), in accordance with the Department's guidelines and procedures, and applicable Federal and State standards. All work shall be submitted to the Department for review and approval. The plans shall be completed to show the design, site plans, landscaping, drainage, easements, and utility conflicts.

## **9. RIGHT OF WAY / UTILITY AUTHORIZATION**

If the costs of right of way acquisition or utility relocation are an eligible expense, the Village shall submit a letter of request to the Department to authorize and set up right of way and/or utility funding. The acquisition for right of way, construction easements, and/or utility relocation may be undertaken only after the Village receives written authorization from the Department to proceed.

## **10. PROJECT LIMITS AND RIGHT OF WAY (ROW)**

The Village shall comply with the policies and procedures of this provision regardless of whether the Village is requesting reimbursement for the Right of Way phase of the Project.

### **SPONSOR PROVIDES ROW**

The Village, at no liability whatsoever to the Department, shall be responsible for providing and/or acquiring any required ROW and/or easements for the Project.

### **ROW GUIDANCE**

The Village shall accomplish all ROW activities, including acquisition and relocation, in accordance with the following: Title 23 of the Code of Federal Regulations, Part 710, Subpart B and Title 49 of the Code of Federal Regulations, Part 24, [Uniform Act] incorporated by reference at [www.fhwa.dot.gov/legregs/directives/fapgtoc.htm](http://www.fhwa.dot.gov/legregs/directives/fapgtoc.htm); NCGS, Chapter 133, Article 2, Sections

133-5 through 133-18, Relocation Assistance, incorporated by reference at <https://www.ncleg.gov/Laws/GeneralStatutes> ; and the North Carolina Department of Transportation Right of Way Manual.

## **APPRAISAL**

The Village shall submit the appraisal to the Department for review and approval in accordance with Departmental policies and procedures.

## **CLEARANCE OF PROJECT LIMITS / ROW**

The Village shall remove and dispose of all obstructions and encroachments of any kind or character (including hazardous and contaminated materials) from said ROW, with the exception that the Village shall secure an encroachment agreement for any utilities (which shall remain or are) to be installed within the Department's ROW, or follow other applicable approval process, for utilities within the Village's ROW. The Village shall indemnify and save harmless the Department, Federal Highway Administration, and the State of North Carolina, from any and all damages and claims for damages that might arise on account of said right of way acquisition, drainage, and construction easements for the construction of said Project. The Village shall be solely responsible for any damages caused by the existence of said material now and at any time in the future and will save the Department harmless from any legal actions arising as a result of this contaminated and/or hazardous material and shall provide the Department with documentation proving the proper disposal of said material.

## **RELOCATION ASSISTANCE**

The Village shall provide relocation assistance services and payments for families, businesses, and non-profit organizations being displaced by the Project in full accordance with the Federal relocation requirements of Title 49 Code of Federal Regulations, Part 24 [Uniform Act], as amended. Relocation assistance services and payments may be accomplished by contract with any other municipal corporation, or State or Federal agency, rendering such services upon approval by the Department and Federal Highway Administration.

## **11. UTILITIES**

The Village, and/or its agent, at no liability to the Department, shall relocate, adjust, relay, change or repair all utilities in conflict with the Project, regardless of ownership. All utility work shall be performed in a manner satisfactory to and in conformance with State and Federal rules and

regulations, prior to Village beginning construction of the project. This Agreement does not modify or supersede any existing Utility Encroachment Agreements that may be in place.

## **12. RIGHT OF WAY / UTILITY / RAILROAD CERTIFICATION**

The Village, upon acquisition of all right of way/property necessary for the Project, relocation of utilities, and coordination with the railroad shall provide the Department all required documentation (deeds/leases/easement/plans/agreements) to secure certification. Certification is only issued after all ROW is in public ownership or property is publicly accessible by a legal document; utilities in conflict with the project are relocated, or a plan for their relocation during construction has been approved; and coordination with the railroad (if applicable) has occurred and been documented.

## **13. CONTRACT PROPOSAL AND ENGINEER'S ESTIMATE**

### **CONTRACT PROPOSAL**

The Village shall develop a contract proposal that will be advertised for bids. The proposal shall comply with NCDOT Specifications and Standard Drawings as applicable to the Project. The proposal shall also contain provisions, as applicable, per Title 23 Code of Federal Regulations 633 and 635 to include, but not be limited to: FHWA 1273, Buy America, Davis-Bacon Wage Rates, Non-discrimination, DBE Assurances, Contractor Certification regarding suspension and debarment, and other provisions as required by the Department.

### **ENGINEER'S ESTIMATE**

The Village shall develop an itemized engineer's estimate to show items referenced to the NCDOT Standard Specifications, if applicable, along with units and unit price. The engineer's estimate will be used as the basis for comparing bids received.

## **14. CONSTRUCTION AUTHORIZATION**

The Village shall submit the required environmental and/or planning document, ROW certification, final construction plans, total contract proposal, and an estimate of Project costs (final PS&E package) to the Department for review and approval.

- After approval of all documentation, the Department will request construction authorization from the Federal Highway Administration.

- The Village shall not advertise for bids prior to receiving written construction authorization from the Department.

## 15. CONTRACTOR PROCUREMENT

### ADVERTISE FOR BIDS

Upon receipt of written construction authorization from the Department, the Village may advertise the Project. The Village shall follow applicable Federal and/or State procedures pertaining to the advertisement of the Project, bid opening, and award of the contract, according to Title 2 of the Code of Federal Regulations, Part 200 and Title 23 of the Code of Federal Regulations, Part 633 and Part 635, incorporated by reference at [www.fhwa.dot.gov/legregs/directives/fapgtoc.htm](http://www.fhwa.dot.gov/legregs/directives/fapgtoc.htm); and NCGS, Chapter 143, Article 8 (Public Contracts), incorporated by reference at <https://www.ncleg.gov/Laws/GeneralStatutes>.

### CONSTRUCTION CONTRACTOR REQUIREMENTS

All Contractors submitting bids on the project shall be pre-qualified by the Department. All proposed subcontractors must be pre-qualified before construction work begins. Any subcontractors who are proposed to meet the Disadvantaged Business Enterprise goal must be certified by the Department.

### CONSTRUCTION SUBCONTRACTOR REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Disadvantaged Business Enterprises (DBEs), or as required and defined in Title 49 of the Code of Federal Regulations, Part 26 and the North Carolina Administrative Code. These provisions are incorporated into this Agreement by reference <https://connect.ncdot.gov/resources/Specifications/Pages/2024-Specifications-and-Special-Provisions.aspx>.

- The Village shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Village fails to comply with these requirements, the Department will withhold funding until these requirements are met.

## **AWARDING CONTRACT**

After the advertisement of the Project for construction bids, the Village shall request concurrence from the Department to award the construction contract by submitting a letter along with tabulated bids received depicting Disadvantaged Business Enterprises (DBE) goals, and a resolution recommending award of the Project to the lowest responsible, responsive bidder. The Department will review the submitted information and provide written approval to the Village prior to the contract being awarded by the Village.

## **DELAY IN PROCUREMENT**

In the event the Project has not been let to contract within six (6) months after receiving construction authorization from the Department, the Village shall be responsible for documenting to the Department justification for project delay and that the Project remains in compliance with the terms of this Agreement, the approved plans and specifications, and current codes.

## **FORCE ACCOUNT**

Force account work is only allowed when there is a finding of cost effectiveness for the work to be performed by some method other than a contract awarded by a competitive bidding process, or there is an emergency. Written approval from the Department is required prior to the use of force account by the Village. Federal Highway Administration regulations governing Force Account are contained in Title 23 Code of Federal Regulations, Part 635.201, Subpart B; said policy being incorporated in this Agreement by reference [www.fhwa.dot.gov/legisregs/directives/cfr23toc.htm](http://www.fhwa.dot.gov/legisregs/directives/cfr23toc.htm). North Carolina General Statutes governing the use of Force Account, Chapter 143, Article 8 (Public Contracts) can be found at [www.ncleg.net/gascripts/Statutes/Statutes.asp](http://www.ncleg.net/gascripts/Statutes/Statutes.asp).

## **16. CONSTRUCTION**

The Village, and/or its agents shall construct the Project in accordance with the plans and specifications of the Project as filed with, and approved by, the Department. During the construction of the Project, the procedures set out below shall be followed:

### **CONSTRUCTION CONTRACT ADMINISTRATION**

The Village shall comply with the NCDOT Construction Manual as referenced at <http://www.ncdot.org/doh/operations/dp%5Fchief%5Feng/constructionunit/formsmanuals/construction/>, which outlines the procedures for records and reports that must be adhered to in order to

obtain uniformity of contract administration and documentation. This includes, but is not limited to, inspection reports, material test reports, materials certification, documentation of quantities, project diaries, and pay records. The Village, and/or its agent, shall perform the construction engineering, sampling and testing required during construction of the Project, in accordance with Departmental procedures, including the Department's Guide for Process Control and Acceptance Sampling and Testing. The Village shall document that said compliance was accomplished in accordance with State and Federal procedures, guidelines, standards and specifications.

#### **RETAINAGE**

The Village shall not retain any portion of a payment due the contractor.

#### **SIGNAGE**

The Village shall provide and maintain adequate signage and other warning devices for the protection of the public in accordance with the approved traffic control plans for the Project and the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways, or any subsequent revision of the same, published by the Federal Highway Administration and effective at the time of award of the contract.

#### **SITE LAYOUT**

The Village shall be responsible for ensuring that all site layout, construction work, and Project documentation are in compliance with applicable city, state and federal permits, guidelines, and regulations, including American Association of State Highway and Transportation Officials (AASHTO) guidelines and Americans with Disabilities Act (ADA) Standards for Accessible Design ([www.usdoj.gov/crt/ada/stdspdf.htm](http://www.usdoj.gov/crt/ada/stdspdf.htm)).

#### **RIGHT TO INSPECT**

The Department and representatives of the Federal Highway Administration shall have the right to inspect, sample or test, and approve or reject, any portion of the work being performed by the Village or the Village's contractor to ensure compliance with the provisions of this Agreement. Prior to any payment by the Department, any deficiencies inconsistent with approved plans and specifications found during an inspection must be corrected.

## **CONTRACTOR COMPLIANCE**

The Village will be responsible for ensuring that the contractor complies with all of the terms of the contract and any instructions issued by the Department or FHWA as a result of any review or inspection made by said representatives.

## **CHANGE ORDERS**

If any changes in the Project plans are necessary, the Department must approve such changes prior to the work being performed.

## **SHOP DRAWINGS**

Shop Drawings shall be submitted in accordance with the approved plans and specifications and may require review by the Designer.

## **17. CLOSE-OUT**

Upon completion of the Project, the Village shall be responsible for the following:

### **FINAL INSPECTION**

The Village shall arrange for a final inspection by the Department. Any deficiencies determined during the final field inspection must be corrected prior to final payment being made by the Department to the Village. Additional inspection by other entities may be necessary in accordance with the Department's guidelines and procedures. The Village shall provide the Department with written evidence of approval of completed project prior to requesting final reimbursement.

### **FINAL PROJECT CERTIFICATION**

The Village will provide a certification to the Department that all work performed for this Project is in accordance with all applicable standards, guidelines, and regulations.

## **18. MAINTENANCE**

The Village, at no expense or liability to the Department, shall assume all maintenance responsibilities for the Airport Road Greenway, or as required by an executed encroachment agreement.

## 19. REIMBURSEMENT

### SCOPE OF REIMBURSEMENT

Activities eligible for funding reimbursement for this Project shall include:

- Design
- Environmental Documentation

### REIMBURSEMENT GUIDANCE

The Village shall adhere to applicable administrative requirements of Title 2 Code of Federal Regulations, Part 200 ([www.fhwa.dot.gov/legregs/directives/fapgtoc.htm](http://www.fhwa.dot.gov/legregs/directives/fapgtoc.htm)) "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards." Reimbursement to the Village shall be subject to the policies and procedures contained in Title 23 Code of Federal Regulations, Part 140 and Part 172, which is being incorporated into this Agreement by reference at [www.fhwa.dot.gov/legregs/directives/fapgtoc.htm](http://www.fhwa.dot.gov/legregs/directives/fapgtoc.htm). Reimbursement to the Village shall be subject to the guidance contained in Title 2 Code of Federal Regulations, Part 170 (<http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>) and Office of Management and Budget (OMB) "Federal Funding Accountability and Transparency Act" (FFATA). Said reimbursement shall also be subject to the Department being reimbursed by the Federal Highway Administration and subject to compliance by the Village with all applicable federal policy and procedures.

### REIMBURSEMENT LIMITS

- **WORK PERFORMED BEFORE NOTIFICATION**

Any costs incurred by the Village prior to written notification by the Department to proceed with the work shall not be eligible for reimbursement.

- **NO REIMBURSEMENT IN EXCESS OF APPROVED FUNDING**

At no time shall the Department reimburse the Village costs that exceed the total funding per this Agreement and any Supplemental Agreements.

- **UNSUBSTANTIATED COSTS**

The Village agrees that it shall bear all costs for which it is unable to substantiate actual costs or any costs that have been deemed unallowable by the Federal Highway Administration and/or the Department's Financial Management Division.

- **WORK PERFORMED BY NCDOT**

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, shall reduce the maximum award amount of \$151,000 available to the Village under this Agreement. The Department will bill the Village for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the total available funding.

- **CONSTRUCTION ADMINISTRATION**

Reimbursement for construction contract administration will be made as governed by Departmental policy that limits reimbursement for construction contract administration to no more than fifteen (15%) percent of the actual construction contract of the Project. These costs will also include any cost overruns and charges to the Project by the Department during the Construction Phase.

- **CONSTRUCTION CONTRACT UNIT PRICES**

Reimbursement for construction contract work will be made on the basis of contract unit prices in the construction contract and any approved change orders.

- **RIGHT OF WAY**

Reimbursement will be limited to the value as approved by the Department. Eligible costs for reimbursement of Right of Way Acquisition include: realty appraisals, surveys, closing costs, and the agreed upon just compensation for the property, at the reimbursement rate as shown in the FUNDING TABLE.

- **FORCE ACCOUNT**

Invoices for force account work shall show a summary of labor, labor additives, equipment, materials and other qualifying costs in conformance with the standards for allowable costs set forth in 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." Reimbursement shall be based on actual eligible costs incurred with the exception of equipment owned by the Village or its Project partners. Reimbursement rates for equipment owned by the Village or its

Project partners cannot exceed the Department's rates in effect for the time period in which the work is performed.

## **BILLING THE DEPARTMENT**

- **PROCEDURE**

The Village may bill the Department for eligible Project costs in accordance with the Department's guidelines and procedures. Proper supporting documentation shall accompany each invoice as may be required by the Department. By submittal of each invoice, the Village certifies that it has adhered to all applicable state and federal laws and regulations as set forth in this Agreement.

Along with each invoice, the Village is responsible for submitting the FFATA Subrecipient Information Form, which is available at

<https://connect.ncdot.gov/municipalities/Funding/Pages/default.aspx>.

- **INTERNAL APPROVALS**

Reimbursement to the Village shall be made upon approval of the invoice by the Department's Financial Management Division.

- **TIMELY SUBMITTAL OF INVOICES**

The Village may invoice the Department monthly for work accomplished, but no less than once every six (6) months to keep the Project funds active and available. If the Village is unable to invoice the Department, then they must provide an explanation. Failure to submit invoices or explanation may result in de-obligation of funds.

- **FINAL INVOICE**

All invoices associated with the Project must be submitted within six (6) months of the completion of construction and acceptance of the Project to be eligible for reimbursement by the Department. Any invoices submitted after this time will not be eligible for reimbursement.

## **20. REPORTING REQUIREMENTS AND RECORDS RETENTION**

### **PROJECT EVALUATION REPORTS**

The Village is responsible for submitting quarterly Project evaluation reports, in accordance with the Department's guidelines and procedures, that detail the progress achieved to date for the Project.

### **PROJECT RECORDS**

The Village and its agents shall maintain all books, documents, papers, accounting records, Project records and such other evidence as may be appropriate to substantiate costs incurred under this Agreement. Further, the Village shall make such materials available at its office and shall require its agent to make such materials available at its office at all reasonable times during the contract period, and for five (5) years from the date of payment of the final voucher by the Federal Highway Administration, for inspection and audit by the Department's Financial Management Section, the Federal Highway Administration, or any authorized representatives of the Federal Government.

## **21. OTHER PROVISIONS**

### **REFERENCES**

It will be the responsibility of the Village to follow the current and/or most recent edition of references, websites, specifications, standards, guidelines, recommendations, regulations and/or general statutes, as stated in this Agreement.

### **INDEMNIFICATION OF DEPARTMENT**

The Village will indemnify and hold harmless the FHWA (if applicable), the Department and the State of North Carolina, their respective officers, directors, principals, employees, agents, successors, and assigns from and against any and all claims for damage and/or liability, including those that may be initiated by third parties, in connection with the Project activities performed pursuant to this Agreement including construction of the Project, except for those claims arising out of the errors, omissions, or negligence of the Department, its respective officers, directors, principals, employees, agents, successors, and assigns.

## **DEBARMENT POLICY**

It is the policy of the Department not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the Village certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or Department and that it will not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

## **TITLE VI - CIVIL RIGHTS ACT OF 1964**

The Village shall comply with Title VI of the Civil Rights Act of 1964, (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

## **OTHER AGREEMENTS**

The Village is solely responsible for all agreements, contracts, and work orders entered into or issued by the Village for this Project. The Department is not responsible for any expenses or obligations incurred for the Project except those specifically eligible for the funds and obligations as approved by the Department under the terms of this Agreement.

## **AVAILABILITY OF FUNDS**

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

## **IMPROPER USE OF FUNDS**

Where either the Department or the FHWA determines that the funds paid to the Village for this Project are not used in accordance with the terms of this Agreement, the Department will bill the Village.

## **TERMINATION OF PROJECT**

If the Village decides to terminate the Project without the concurrence of the Department, the Village shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project.

## **AUDITS**

In accordance with 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," Subpart F – Audit Requirements, and the Federal Single Audit Act Amendments of 1996, the Village shall arrange for an annual independent financial and compliance audit of its fiscal operations. The Village shall furnish the Department with a copy of the annual independent audit report within thirty (30) days of completion of the report, but not later than nine (9) months after the Village's fiscal year ends.

## **REIMBURSEMENT BY VILLAGE**

For all monies due the Department as referenced in this Agreement, reimbursement shall be made by the Village to the Department within sixty (60) days of receiving an invoice. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with NCGS 147-86.23.

## **USE OF POWELL BILL FUNDS**

If the other party to this agreement is a Village and fails for any reason to reimburse the Department in accordance with the provisions for payment hereinabove provided, NCGS 136-41.3 authorizes the Department to withhold so much of the Village's share of funds allocated to Village by NCGS 136-41.1, until such time as the Department has received payment in full.

## **ENTIRE AGREEMENT**

This Agreement contains the entire agreement between the parties and there are no understandings or agreements, verbal or otherwise, regarding this Agreement except as expressly set forth herein.

## **AUTHORIZATION TO EXECUTE**

The parties hereby acknowledge that the individual executing the Agreement on their behalf is authorized to execute this Agreement on their behalf and to bind the respective entities to the

terms contained herein and that he has read this Agreement, conferred with his attorney, and fully understands its contents.

## **COUNTERPARTS AND ELECTRONIC SIGNATURES**

- This Agreement, and other documents to be delivered pursuant to this Agreement, may be executed in one or more counterparts, each of which will be deemed to be an original copy and all of which, when taken together, will be deemed to constitute one and the same agreement or document and will be effective when counterparts have been signed by each of the Parties. An image of a manual signature on this Agreement, or other documents to be delivered pursuant to this Agreement, will constitute an original signature for all purposes. The delivery of copies of this Agreement or other documents to be delivered pursuant to this Agreement, including executed signature pages where required, by electronic transmission will constitute effective delivery of this Agreement or such other document for all purposes.
  
- The Parties hereto further acknowledge and agree that this Agreement may be signed and/or transmitted by email or a PDF document or using electronic signature technology (e.g. DocuSign, Adobe Sign, or other electronic signature technology), and that such signed record shall be valid and as effective to bind the Party so signing as a paper copy bearing such Party's handwritten signature. By selecting "I Agree", "I Accept", or other similar item, button, or icon via use of a keypad, mouse, or other device, as part of the electronic signature technology, the Parties consent to be legally bound by the terms and conditions of Agreement and that such act constitutes a signature as if actually signed in writing. The Parties also agree that no certification authority or other third-party verification is necessary to validate its electronic signature and that the lack of such certification or third-party verification will not in any way affect the enforceability of its electronic signature. The Parties acknowledge and agree that delivery of a copy of this Agreement or any other document contemplated hereby through the electronic signature technology, will have the same effect as physical delivery of the paper document bearing an original written signature.

## **GIFT BAN**

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Environmental Quality, Health and Human Services, Information Technology, Military

and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

## **22. SUNSET PROVISION**

All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the Department is subject to the conditions of this Agreement, and that no expenditures of funds on the part of the Department will be made until the terms of this Agreement have been complied with on the part of the Village.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Village by authority duly given.

L.S. ATTEST:

VILLAGE OF PINEHURST

BY: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(SEAL)

\_\_\_\_\_  
(FINANCE OFFICER)

Federal Tax Identification Number

56-1211319

Village of Pinehurst

Remittance Address:

395 Magnolia Rd  
Pinehurst, NC 28374

DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
(CHIEF ENGINEER)

DATE: \_\_\_\_\_

APPROVED BY BOARD OF TRANSPORTATION ITEM O: \_\_\_\_\_ (Date)



## **Approval of Architectural Design Contract – Tufts Archives Renovation ADDITIONAL AGENDA DETAILS:**

**FROM:** Doug Willardson, Village Manager  
**CC:** Village Council;  
**DATE OF MEMO:** 03/05/2026

### **MEMO DETAILS**

The Tufts Archives serves as an important cultural and historical resource for the Village of Pinehurst. The proposed project includes renovations and an addition to the existing facility to improve accessibility and expand programming and exhibit space. Key components of the project include ADA improvements to the entry and rear exit, elevator access to the basement level, expanded restroom facilities, additional historical exhibit space, and the addition of an outdoor gazebo on the Village Green.

Staff has been working with Oakley Collier Architects on initial programming concepts and the firm has submitted a proposal to provide full architectural and engineering design services for the project.

### **Proposed Contract**

The proposed professional services agreement with Oakley Collier Architects includes the following phases of work:

- Schematic Design
- Design Development
- Construction Documents
- Bidding and Negotiation
- Construction Administration

The total proposed design fee for these services is \$267,300, which includes architectural services as well as engineering consultants for civil, structural, and mechanical/electrical/plumbing design.

The design process is anticipated to take approximately 10 weeks, after which the project would proceed through regulatory review and bidding. Construction is currently estimated to take approximately 12 months once a contract is awarded.

### **Budget**

In addition to the design contract amount, staff recommends including an additional \$10,000 contingency within the project budget to address incidental costs that may arise during the design phase. These costs could include items such as a topographical survey or other minor consulting services that are not included in the architect's scope.

## **Recommendation**

Staff recommends that the Village Council authorize the Village Manager to execute a professional services agreement with Oakley Collier Architects in the amount of \$267,300 for architectural and engineering design services for the Tufts Archives renovation

## **ATTACHMENTS**

1. Tufts Proposal 2-26-26

February 25, 2026



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

Re: Tufts Archives  
Pinehurst, NC

Mr. Willardson,  
Oakley Collier Architects, PA is excited about continuing to work with the Village of Pinehurst on the Tufts Archive project. We are pleased to submit this design fee proposal that outlines our project understanding, scope of work, and professional design fees for your review.

**Project Understanding:**

As we understand it, this is an important project for the Village of Pinehurst, as the work includes a remodel and addition to the existing Tufts Archive to include: ADA improvements to both the entry and rear exit, Elevator access to the basement level, expanded bathroom facilities, historical exhibit space, and outdoor gazebo on the Village Green.

**Scope of Work:**

**A. Schematic Design**

Schematic design phase will provide further development of the conceptual design that was created in the Programming phase. Engineering rationales and design bases will be established. Design team will conduct regular meetings among themselves and with Owner's team in this phase to review and discuss design options & details (typically, these meetings are conducted bi-weekly, or as otherwise deemed necessary).

- Schematic Site Plan, colored/rendered (hard copies and digital)
- Schematic Floor Plan, colored/rendered (hard copies and digital)
- Schematic Elevation Renderings (2), colored (hard copies and digital)
- Schematic Design Set (hard copies and digital)
- Updated Project Budget & Schedule (hard copies and digital)
- Presentation to Village of Pinehurst Staff & Village Council, as deemed necessary

**B. Design Development**

- Further Floor Plan Development
- Complete Exterior Elevations
- Develop Engineering Designs
- Structural, Plumbing, Mechanical, Electrical

- Submission to Owner for review and approval prior to advancing to Construction Documents

#### **C. Construction Documents**

- Produce final Architectural Construction plans and details for bidding
- Produce final Engineering plans and details for bidding
- Produce Specification Manual for bidding
- Submission to Owner for review and approval prior to advancing to Bidding & Negotiation

#### **D. Bidding & Negotiation**

- Provide advertisement for bids for public bidding
- Provide plans/specifications to interested bidders
- Respond to bidders' questions during bidding phase
- Conduct pre-bid meeting approximately two (2) weeks prior to receiving bids
- Conduct formal bid opening
- Analyze construction bids and prepare recommendation to Owner
- Prepare construction contracts for award

#### **E. Construction Administration**

- Conduct Pre-Construction Conference and issue Notice to Proceed
- Provide site observation as required to observe construction progress
- Review contractor provided shop drawings for adherence to plans and specifications
- Review Contractor's application for payments
- Conduct pre-final walk through & note any punch list items
- Conduct Final walk through & note any punch list items
- Prepare a Certificate of Substantial Completion for Owner occupancy
- Coordinate project close-out documentation & materials

#### **Separate services provided by the Owner (if required):**

- Topographical surveys
- Hazardous Material Abatement
- Geotechnical & Subsurface Investigations
- Materials Testing & Special Inspections
- Commissioning
- Security Consultant
- Traffic Study

#### **Proposed Professional Fees:**

The professional fees for Phase 1 shall be as follows and are broken down by phase:

A. Schematic Design (Structural MEP & Civil)	\$21,384.00
B. Design Development	\$61,479.00
C. Construction Documents	\$106,920.00
D. Bidding & Negotiation	\$16,038.00
E. Construction Administration	<u>\$61,479.00</u>
	\$267,300.00

\*Fee includes reimbursable expenses (prints, plots, copies, travel, etc.)

**Consultants:** Consulting Engineers proposed for this project:

Site/Civil Engineering:	Stocks Engineering, Nashville, NC
Structural Engineering:	Scalene Engineering, Raleigh, NC
Mechanical Electrical & Plumbing Engineering:	IMEG Engineers, PA, Raleigh, NC
Exhibit/Museum Consultant	TBD (Contract Amendment)

**Schedule:**

We anticipate the design process will be approximately 10 weeks from the date of the approved scope of work. This schedule is based on having a topographical survey of the property in order to accomplish the necessary site work.

Once the documents are completed, we will submit them to the required regulatory agencies and owners for review and approval. Once the approval has been achieved, we will release the plans for bid solicitation. We estimate the construction duration will be approximately 12 months.

Upon contract approval, we can prepare a standard AIA B101-2017 Standard Form of Agreement between Architect and Owner for execution.

Doug, we are excited about working with the Village of Pinehurst on the Tufts Archives! We can assure you that we will put forth our best efforts for you and the Village of Pinehurst.

Please contact me if you have any questions or comments regarding this proposal. We look forward to hearing from you and beginning the design process.

Regards,

Matthew R. Oakley, Principal  
Oakley Collier Architects, PA



**Ordinance 26-08 Amending the Library Expansion Capital Project Fund Budget  
for the Archives Design Contract  
ADDITIONAL AGENDA DETAILS:**

**FROM:** Dana Van Nostrand, Financial Services Director  
**CC:** Village Council;  
**DATE OF MEMO:** 03/05/2026

**MEMO DETAILS**

This ordinance amends the Library Expansion Capital Project Fund budget to increase the design funding so the Oakley Collier Architects contract for design and construction management services for the Tufts Archives renovation can be executed. The funding is anticipated to come from additional investment income and future general fund transfers.

**ATTACHMENTS**

1. Ordinance 26-08 Library Expansion CPF Budget Amendment - Archives Design

**Ordinance #26-08:**

**An Ordinance Amending the Library Expansion Capital Project Fund Budget for the Village of Pinehurst, North Carolina.**

**That whereas,** the Village adopted Ordinance #22-06 establishing the Library Expansion Capital Project Fund for the design and construction of an expansion of the Given Memorial Library and Tufts Archives building located on Cherokee Road; and

**Whereas,** the Village adopted Ordinances #23-12, #24-10, #24-13, #25-08, and #25-15 amending the Library Expansion Capital Project Fund budget; and

**Whereas,** the Village Council approved the contract with Oakley Collier Architects for design and construction administration of the Tufts Archives renovation on March 10, 2026; and

**Whereas,** Village management anticipates approximately \$20,000 of out-of-pocket expenditures related to the renovation, such as site surveys, that are not included in the Oakley Collier Architects contract; and

**Whereas,** the Library Expansion Capital Project Fund budget needs to be amended to increase the appropriations and estimated revenues for these items.

**Now, therefore, be it ordained and established** by the Governing Body of the Village of Pinehurst, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the Library Expansion Capital Project Fund is amended as follows:

**Section 1.** The expenditure appropriations for the project are amended as follows:

<u>Account</u>	<u>Current Budget</u>	<u>Amendment</u>	<u>Amended Budget</u>
Capital Outlay: Design Costs	\$ 620,000	\$287,300	\$ 907,300
Capital Outlay: Construction Costs	5,339,000	0	5,339,000
TOTAL	<u>\$5,959,000</u>	<u>\$287,300</u>	<u>\$6,246,300</u>

**Section 2.** The revenues anticipated to be available to complete this project are amended as follows:

<u>Account</u>	<u>Current Budget</u>	<u>Amendment</u>	<u>Amended Budget</u>
Investment Income	\$ 225,000	\$ 75,000	\$ 300,000
Restricted Donations	500	0	500
Transfer from General Fund	5,733,500	212,300	5,945,800
TOTAL	<u>\$5,959,000</u>	<u>\$287,300</u>	<u>\$6,236,300</u>

**Section 3.** Copies of this capital project ordinance shall be furnished to the Village Clerk, Village Manager, and Financial Services Director for direction in carrying out this project.

**This Ordinance** passed and adopted this 10<sup>th</sup> day of March, 2026.

Village of Pinehurst  
Village Council

(Municipal Seal)

By: \_\_\_\_\_  
Patrick Pizzella, Mayor

Attest:

\_\_\_\_\_  
Shannon Konstantinou, Village Clerk

DRAFT