



**VILLAGE COUNCIL
AGENDA FOR REGULAR MEETING OF DECEMBER 12, 2023
ASSEMBLY HALL
395 MAGNOLIA RD. PINEHURST, NC 28374
PINEHURST, NORTH CAROLINA
4:30 PM**

1. Call to Order.
2. Invocation and Pledge of Allegiance
3. Reports:
 Manager
 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
 November 14, 2023 Regular Meeting Minutes
 November 14, 2023 Work Session Minutes

End of Consent Agenda.

5. Discuss and Consider Awarding FY24 Resurfacing Contract to Fred Smith Company
6. Discuss Dedication of Winston Pines Drive and Associated Right-of-Way to the Village of Pinehurst
7. Consider Ordinance 23-19 An Ordinance Accepting Petition for Dedication of Streets Within the Village of Pinehurst and Amending Chapter 7, Schedule II and Schedule IV of the Pinehurst Municipal Code as it Pertains to Regulating Traffic on these Streets Within the Village of Pinehurst, North Carolina
8. Discuss a Qualification Based Selection (QBS) Exemption for Traffic Intersection Studies
Under NC General Statutes (143-64.31), the procurement of engineering services must be qualification based as opposed to the lowest bidder. The requirement for Qualification Based Selection can be overridden by Council when they believe it's in the public's best interest to contract with a specific firm.
9. Consider Resolution 23-52 to Exempt CMS Engineering from Qualification Based Selection Process to Conduct Annual Intersection Studies
10. Other Business.
11. Comments from Attendees.
12. 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.



**APPROVAL OF VILLAGE COUNCIL MEETING MINUTES
ADDITIONAL AGENDA DETAILS:**

November 14, 2023 Regular Meeting Minutes
November 14, 2023 Work Session Minutes

FROM:

Shannon Konstantinou

CC:

Jeff Sanborn; Councilmembers

DATE OF MEMO:

12/4/2023

MEMO DETAILS:

Attached are draft copies of the November 14, 2023 Council meeting minutes for your review.

ATTACHMENTS:

Description

- ☐ 11.14.2023 Regular Meeting Minutes
- ☐ 11.14.2023 Work Session Minutes



**VILLAGE COUNCIL
MINUTES FOR REGULAR MEETING OF NOVEMBER 14, 2023
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

The Pinehurst Village Council held a Regular Meeting at 04:30 PM, Tuesday November 14, 2023, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. John Strickland, Mayor
Mr. Patrick Pizzella, Mayor Pro Tem
Mr. Jeff Morgan, Councilmember
Ms. Lydia Boesch, Councilmember
Mr. Tom Hennie, Councilmember
Mr. Jeff Sanborn, Village Manager
Ms. Shannon Konstantinou, Village Clerk
Ms. Lori Hercules, IT Technician

And approximately 23 attendees, including 6 staff and 1 press.

1. Call to Order.

Mayor Strickland called the Village Council meeting to order. Mayor Strickland noted a signup sheet for both the Public Comment period and Public Hearing No. 1 were located in the rear of the room.

2. Reports:

Village Manager

- Mr. Jeff Sanborn, Village Manager, reported on the addition of Ms. Angie Whisnant to the Village of Pinehurst Staff as the Parks and Recreation Director, the two upcoming openings for volunteers to serve on the Historic Preservation Commission, the two newly installed walkways on Pine Vista Dr. and Fields Rd., and the Shop Small event happening next week in the Village.

Village Council

- Mayor Strickland reported on the November 07, 2023 Moore County Economic Development Partnership quarterly meeting (which included discussion on the progress of the Iron Horse development and the November 14, 2023 Entrepreneurship Summit at the Fair Barn), the number of Non-Conforming Use Certificates received and issued by the Village (318 received; 244 issued), the November 13, 2023 Sandhills Metropolitan Planning Organization meeting, the 2023 Municipal Elections, the swearing in and seating of the new Council on December 12, 2023, and expressed thanks for the past four years he has served as Mayor.
- Mayor Pro Tem Pizzella reported on the Southern Pines Veterans' Day parade, a recent compliment from a resident on Council's action reclassifying certain roads within the Village to restrict large trucks from using the roads, on recent citations issued by the Pinehurst Police Department, on the

Beautification Committee meeting of last week (the Committee's efforts to decorate the Village for the holidays and discussion of the new law passed requiring native plants in public right of ways), and complimented Staff for the placement of new trash cans Downtown.

- Councilmember Boesch reported on November 18, 2023, Pinehurst Turkey Trot event, the Rock the Village event, the Shop Small event, the installation of the walking path along Pine Vista Dr., and thanked the Village Staff for the time she has worked with them and their work ethic.
- Councilmember Morgan thanked Mayor Strickland, Councilmember Boesch, and Councilmember Hennie for their service on the Village Council; and commended Village Staff for the work they put into the Veterans' Day Parade.
- Councilmember Hennie expressed thanks for the time he has served on Council and his wish to have the opportunity to continue.

3. Motion to Approve Consent Agenda.

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

A. Approval of Village Council Meeting Minutes

- October 24, 2023 Council Regular Meeting Minutes
- October 24, 2023 Council Work Session Minutes
- October 24, 2023 Council Closed Session Minutes

B. Request from Retiring Police Lieutenant Michael Tew to Purchase His Service Side Arm

End of Consent Agenda.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Pizzella, Council unanimously approved the Consent agenda by a vote of 5-0.

4. Consider Resolution 23-48 Appointing a Chairperson for the Historic Preservation Commission

Mr. Sanborn provided a brief background on Mr. Richard Vincent's experience on the Historic Preservation Commission and endorsement by both the current Historic Preservation Commission Chair and Staff.

Mr. Alex Cameron, Planning and Inspections Director, provided details on Mr. Vincent's work with the Historic Preservation Commission, and his background and experience relevant to the Historic Preservation Commission's work.

Mr. Vincent expressed thanks for the four years he has served on the Historic Preservation Commission, outlined what he feels is important about serving on the Commission, and provided details on his personal background and experience.

Council and Mr. Vincent discussed the process of revising the Historic District Standards.

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved Resolution 23-48 Appointing Mr. Richard Vincent as Chairperson of the Historic Preservation Commission effective December 01, 2023, with said term expiring on July 31st, 2025, by a vote of 5-0.

5. Motion to Recess the Regular Meeting and enter into Public Hearing No. 1.

Upon a motion by Councilmember Morgan, seconded by Councilmember Hennie, Council unanimously approved to recess the Regular Meeting and Enter Public Hearing No. 1 by a vote of 5-0. Mayor Strickland reviewed the rules and procedures for a Quasi-Judicial Public Hearing.

All Councilmembers did not have any ex parte communication and did not have any conflicts of interest relating to the case. Mayor Strickland did visit the site. Councilmember Boesch disclosed a discussion with Mr. Alex Cameron, Planning and Inspections Director, regarding Pinehurst Resort's interest in the proposal and Mr. Cameron's advice that the discussion of the Resort's interest be limited to the Public Hearing.

6. Public Hearing No. 1 - Special Use Permit for 455 St. Andrews Dr.

The purpose of this public hearing is to consider a request for a Special Use Permit in order to establish an Accessory Dwelling at 455 St. Andrews Drive. This property is in the R-10 (Single Family Residential) Zoning District and is further identified as Moore County PID #00025542. The applicants and owners are Bryan and Carol Lewis.

Mr. Alex Cameron and Ms. Carol Lewis were sworn into the Public Hearing and testified as follows.

Mr. Alex Cameron, Planning & Inspections Director, reviewed a PowerPoint presentation outlining the proposed Special Use Permit for an Accessory Dwelling at 455 St. Andrews Dr., the process that must be followed for a quasi-judicial public hearing, the requirements to be met for approval of a Special Use Permit for an Accessory Dwelling, and Council's action options. Mr. Cameron submitted into evidence the Staff Report with attachments / exhibits, Presentation, and Application and Applicant's materials / exhibits. Council accepted the materials into evidence.

Ms. Carol Lewis, Owner and Applicant, thanked Council for the opportunity to present the application, and provided background information on the intention behind seeking the Special Use Permit for an Accessory Dwelling (for family and friends to use during visits to Pinehurst).

Council, Ms. Lewis, and Mr. Cameron discussed the thoroughness of the application (the Applicant was assisted by a local architect, the builder, and a surveyor), Exhibit A-2.1 demonstrating the thoroughness and professionalism of the application, the location of the property in relation to different pars and tees of the golf course, the Special Use Permit being attached to the property not to the Owner, the Applicant having discussed the proposed Accessory Dwelling Unit (ADU) with neighbors (all were supportive of the ADU), the notice requirements for a quasi-judicial public hearing, the directions each of the elevations of the proposed ADU will face (front elevation facing the golf course and right elevation facing St. Andrews Dr.), Pinehurst Resort's interest in the placement of the ADU and the relevance of the Resort's interest to the case (given no representative of the Resort was present to provide testimony, it was determined any information relating to the Resort's interest would be hearsay and not eligible for the Council to use in making their determination), there not being any language in the Pinehurst Development Ordinance (PDO) that would conflict with any deed restrictions placed on the property, no new driveway connection being proposed (access to the proposed ADU will be combined with the existing driveway), Ms. Lewis' primary residence being in Michigan and the property at 455 St. Andrews Dr. being a secondary residence for her and her family, reviewed the site plan depicting the orientation of the proposed ADU to St. Andrews Dr. (the ADU will be at an angle to the street), and the turn around depicted in the plans possibly being removed if space allows for vehicles to maneuver without the turn around once foundations for the proposed ADU are set.

Mayor Strickland asked if any member of the audience with standing wished to speak. One audience member came forward.

Ms. Dale Jennings, lot 107 (1 Quail Lake Rd. W), was sworn into the Public Hearing and testified as follows.

Council agreed Ms. Jennings had standing to testify due to Ms. Jennings being an adjacent property owner.

Council, Ms. Lewis, Ms. Jennings, and Mr. Cameron discussed light pollution from car headlights impacting Ms. Jennings's property, what screening could be required as a condition of approval, removal of the proposed turnaround portion of the driveway being required for approval, it was determined to allow the two private property owners to work out a solution to the light pollution amongst themselves, and Ms. Lewis expressed interest in having plantings similar to Arborvitae installed as she does not wish to see a fence constructed.

Mayor Strickland verified with Mr. Cameron that the only plantings required for the proposed work would be foundation plantings.

Mayor Strickland stated seeing no other audience member who wished to speak, Council would move forward with Council deliberations.

Mr. Cameron reviewed the motion template and draft Findings of Fact for Council to use when making their decision and reviewed the suggested Condition Staff provided regarding compliance with the WS-II Watershed Protection District requirements.

7. Consider a Motion Approving the Special Use Permit and Adopting the Findings of Fact for an Accessory Dwelling at 455 St. Andrews Dr.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Pizzella, Council unanimously approved the Special Use Permit for an Accessory Dwelling at 455 St. Andrews Dr. and adopted the following Findings of Fact with conditions by a vote of 5-0:

- A. The proposed Special Use meets all required conditions and specifications: The Garage with Upper Floor Dwelling will meet all required conditions and specifications of SR-108, SR-109 and the North Carolina State Building Code. The architect, surveyor and builder are all respected local professionals with extensive experience on Pinehurst projects.
- B. The proposed Special Use is in harmony with the area or compatible with the neighborhood: The owners have testified that the Garage with Upper Floor Dwelling is designed and will be constructed to be in harmony with the principal dwelling and the surrounding neighborhood homes. Construction will be architecturally compatible with the existing house. They intend to use the same styles and colors: vinyl siding, brick, doors, windows, shingles, and shutters. The combined square footage of the existing and proposed dwellings will be comparable to nearby residences.
- C. The proposed Special Use will not materially endanger public health or safety: The Garage with Upper Floor Dwelling is intended to be utilized to store vehicles and to provide accommodation for visiting family and friends. The owners have stated that they do not intend for the property to be used for short- or long-term rental purposes and thus will not be a hazard to public health or safety. No disturbance to the local neighborhood is expected to occur. The security system in place for the principal dwelling will be extended to provide coverage for the Garage with Upper Floor Dwelling.
- D. The proposed Special Use will not substantially injure the value of adjoining property or be a public necessity: The Garage with Upper Floor Dwelling will not injure the value of the adjoining property but may increase the property value and aesthetics not only of the principal dwelling, but also of the adjacent golf course green. The aesthetics of the surrounding area will be enhanced by the improvements made to the current vacant and neglected lot. There is no

indication that the Garage with Upper Floor Dwelling will constitute a public necessity.

- E. The proposed Special Use will be in conformity with the Village of Pinehurst Comprehensive Long-Range Plan: The Garage with Upper Floor Dwelling will be in conformity with the Village of Pinehurst Comprehensive Long-Range Plan as follows:
- a. Accommodation will be provided for the owners' family and friends to visit Pinehurst and enjoy its charming attractions.
 - b. Completing this project will allow the family to continue to live in Pinehurst throughout multiple stages of their lives.
 - c. Landscaping will enhance the aesthetics of the current vacant and neglected lot, while maintaining the ambiance and character of abundant, tall pines. Placement of the dwelling on the lot has been considered to maximize preservation of the tall pines and maintain open space adjacent to the golf course green.
 - d. Maintaining the integrity of the neighborhood in providing single family homes inhabited by residents who actively participate in and support the community. The owners have stated that the dwelling will not be used as a short- or long-term rental.
 - e. Protecting and enhancing the quality and character of the existing neighborhood by improvements made in landscaping and construction.
 - f. Construction will adhere to energy efficient, green techniques and will be in harmony with the character and authenticity of the surrounding neighborhood.
 - g. Providing additional high quality and safe storage for the family's cars and golf carts will improve the visual presentation of the current dwelling.
 - h. The project addresses the relevant three (3) of the seven (7) Guiding Principles, namely Village Character & Authenticity, Places to Live and All Things Green as detailed in the above list.

Village Council finds approval is based on the following conditions:

In order to ensure future compliance with the WS-II Watershed Protection District requirements (see Sec. 8.3.3.3(B) and 8.3.3.5(B), impervious surface is limited to 12% of the lot area excluding any development existing prior to June 21, 1993. This limits the total impervious area of the property to 7,391 square feet.

Village Council finds that each of the Standards of Review have been met based on the evidence submitted into the record and the testimony given.

8. Motion to Adjourn Public Hearing No. 1 and Re-Enter the Regular Meeting.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to adjourn Public Hearing No. 1 and Re-Enter the Regular Meeting by a vote of 5-0.

9. Consider Adoption of the Stormwater Management and Master Plan.

Mr. Mike Apke, Public Services Director, provided details and background on the proposed Stormwater Management and Master Plan.

Council, Mr. Apke, and Mr. Michael Hansen of McGill and Associates discussed the proposed change in measurement of stormwater to address runoff of water amongst developed / adjacent lots, some recommendations being changed to considerations due to further work needing to be done on language and implementation, and the proposal including language to allow for the opportunity for developers to work with the Village to help control stormwater on individual lots.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Morgan, Council unanimously approved to adopt the 2023 Village of Pinehurst Stormwater Management and Master Plan effective

November 14, 2023, by a vote of 5-0.

Mayor Strickland recessed the Regular Meeting at 06:02 PM for a 5-minute break.

Mayor Strickland reconvened the Regular Meeting at 06:09 PM.

10. Consider Resolution 23-47 Establishing a Fee for Review and Inspections for Large Scale New Underground Utility Installations.

Mr. Jeff Batton, Assistant Village Manager, and Mr. Mike Apke, Public Services Director, provided information on the intentions behind the proposal, reviewed the proposed addendum to the encroachment agreement, discussed aspects of the process for installing fiber optic cable, and reviewed the proposed amendment to the Fees and Charges Schedule.

Council, Mr. Batton, and Mr. Apke discussed the ability of the Village to verify references and licenses of contractors performing the installation and preventing installations from being done during the U.S. Open to lessen the impact on the community during this time.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Boesch, Council unanimously approved Resolution 23-47 Amending the Village of Pinehurst Fees and Charges Schedule effective November 15, 2023, by a vote of 5-0.

11. Financial Statements for the Quarter Ended September 30, 2023

Ms. Dana Van Nostrand, Finance Director, reviewed a PowerPoint presentation outlining the Budget-to-Actual Summary, Revenues vs. Expenditures, Revenues, Revenues to Note, Operating Expenditures, Operating Expenditures to Note, Capital Expenditures, Capital Expenditures to Note, Financial Outlook, Cash and Investment Balance, and Library Expansion Capital Project Fund.

Council, Mr. Sanborn, Mr. Batton, and Ms. Van Nostrand discussed the low usage of appropriated funds for the Stormwater and Intersection Improvements and Sidewalk Improvements projects.

12. Amendment to the Audit Contract for Fiscal Year 2023 Audit

Ms. Van Nostrand reviewed the submitted memo detailing the proposed amendment to the Audit Contract for Fiscal Year 2023 Audit.

Council, Ms. Van Nostrand, and Mr. Brandon Flinch, Managing Director of Forvis, discussed the LGC requiring Council action to amend the contract.

Upon a motion by Mayor Pro Tem Pizzella, seconded by Councilmember Morgan, Council unanimously approved the amended Audit Contract for Fiscal Year 2023 Audit by a vote of 5-0.

13. Presentation of the FY 2023 Annual Comprehensive Financial Report

Ms. Van Nostrand and Mr. Flinch reviewed the Forvis Report to the Honorable Mayor and Members of the Village Council.

Council, Mr. Sanborn, Ms. Van Nostrand, and Mr. Flinchum discussed the Uncorrected Misstatements section of the Forvis Report and the difference in interpretation of the newly implemented GASB 96 being the cause for the misstatement and the release of additional, significant GASB Standards in the future.

14. Other Business

Council and Mr. Sanborn discussed any decisions made regarding the High Falls Dam not having an impact on the Village of Pinehurst.

15. Comments from Attendees.

None.

16. Motion to Adjourn

Upon a motion by Councilmember Boesch, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to adjourn the regular meeting by a vote of 5-0 at 07:09 PM.

Respectfully Submitted,

Shannon Konstantinou
Village Clerk

A videotape of this meeting is located on the Village website: www.vopnc.org

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**VILLAGE COUNCIL
MINUTES FOR WORK SESSION OF NOVEMBER 14, 2023
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:30 PM**

The Pinehurst Village Council held a Work Session Meeting at 07:10 PM, Tuesday, November 14, 2023, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. John Strickland, Mayor
Mr. Patrick Pizzella, Mayor Pro Tem
Mr. Jeff Morgan, Councilmember
Ms. Lydia Boesch, Councilmember
Mr. Tom Hennie, Councilmember
Mr. Jeff Sanborn, Village Manager
Ms. Shannon Konstantinou, Village Clerk
Ms. Lori Hercules, IT Technician

And approximately 5 attendees, including 2 staff and 1 press.

1. Call to Order.

Mayor Strickland called the Village Council meeting to order.

2. Review Chinquapin Rd. Parallel Parking Concept.

Mr. Jeff Batton, Assistant Village Manager, reviewed the Parking Layout Exhibit for Chinquapin Rd. and discussed the proposed changes from angled to parallel parking spaces in this area.

Council, Mr. Sanborn, and Mr. Batton discussed coordinating this project with the Stormwater and Intersections Improvement projects that are already planned and underway, that any parking spaces lost as a result of the changes will be made up for with other parking spaces projects taking place within Downtown, the proposed changes improving the appearance of the street in this area, the need to pave the area in order to mark the spaces, the need to consider the location of crosswalks and ADA parking spaces when designing new parking areas, only two loading zones existing within the Downtown area, parking on the other side of Chinquapin remaining angled parking with a hard sand surface, and agreed to remove the two proposed golf cart parking spaces nearest Ritter Rd.

3. Other Business

Mr. Sanborn provided an update on the schedule of upcoming Council transition events and meetings.

Council and Mr. Sanborn discussed the timeline and process for appointing a new Councilmember to fill the vacancy left by Mayor Pro Tem Pizzella's transition to the position of Mayor.

Council and Mr. Sanborn discussed continuing to work with NCDOT on improvements to the traffic circle.

4. Adjournment.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Pizzella, Council unanimously approved to adjourn the Work Session at 07:42 PM, by a vote of 5-0.

Respectfully Submitted,

Shannon Konstantinou
Village Clerk

A videotape of this meeting is located on the Village website: www.vopnc.org

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**DISCUSS AND CONSIDER AWARDING FY24 RESURFACING CONTRACT
TO FRED SMITH COMPANY
ADDITIONAL AGENDA DETAILS:**

FROM:

Mike Apke, P.E., Public Services and Engineering Director

DATE OF MEMO:

12/5/2023

MEMO DETAILS:

This item is to consider awarding the Village's annual road resurfacing contract to Fred Smith Company (FSC) from Carthage, North Carolina. FSC has successfully completed similar projects for the Village in the past, including our annual resurfacing projects in both FY21 and FY23.

Four (4) contractors submitted Base Bid unit pricing on an initial list of approximately three (3) miles of roads to resurface on November 30, 2023. The bid submittals also included an Alternate Bid for roadway striping and a separate Alternate Bid to perform full-depth reclamation (FDR) work on Page Street, a private roadway extending from Blake Boulevard near the Post Office. A street listing and map showing the roads included in the bid package, and a Bid Tabulation summary showing all bids received are attached for reference.

Utilizing the Village's estimated quantities of items within the project, FSC's total bid amount to complete the project is \$1,212,278. However, their bid to perform the FDR work on Page Street was the highest of the four (4) bids at a total of \$186,500. Removing the FDR work from FSC's bid results in a total Base Bid plus Alternate Bid for the striping work of \$1,025,778.

The Village's Powell Bill budget for FY24 is \$1.5 million. We recently completed a resurfacing project of roads and parking areas in the downtown area at a total cost of \$308,971.13, leaving approximately \$1.19 million of funds available for additional resurfacing work.

Staff's recommendation is to award the FY24 resurfacing project to FSC, including the Base Bid and Alternate Bid No. 1 for striping work, in the total amount of \$1,025,778. As we have done in the past, staff also requests that the motion include that the Village Manager is authorized to execute change orders and add additional quantities at the original unit pricing with the overall amount not to exceed \$1,190,928.87 (total amount remaining in Powell Bill fund).

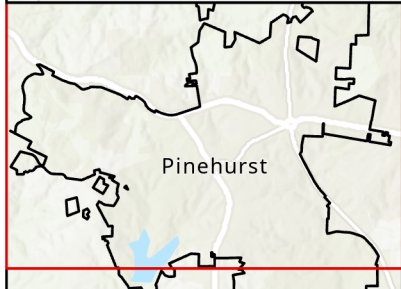
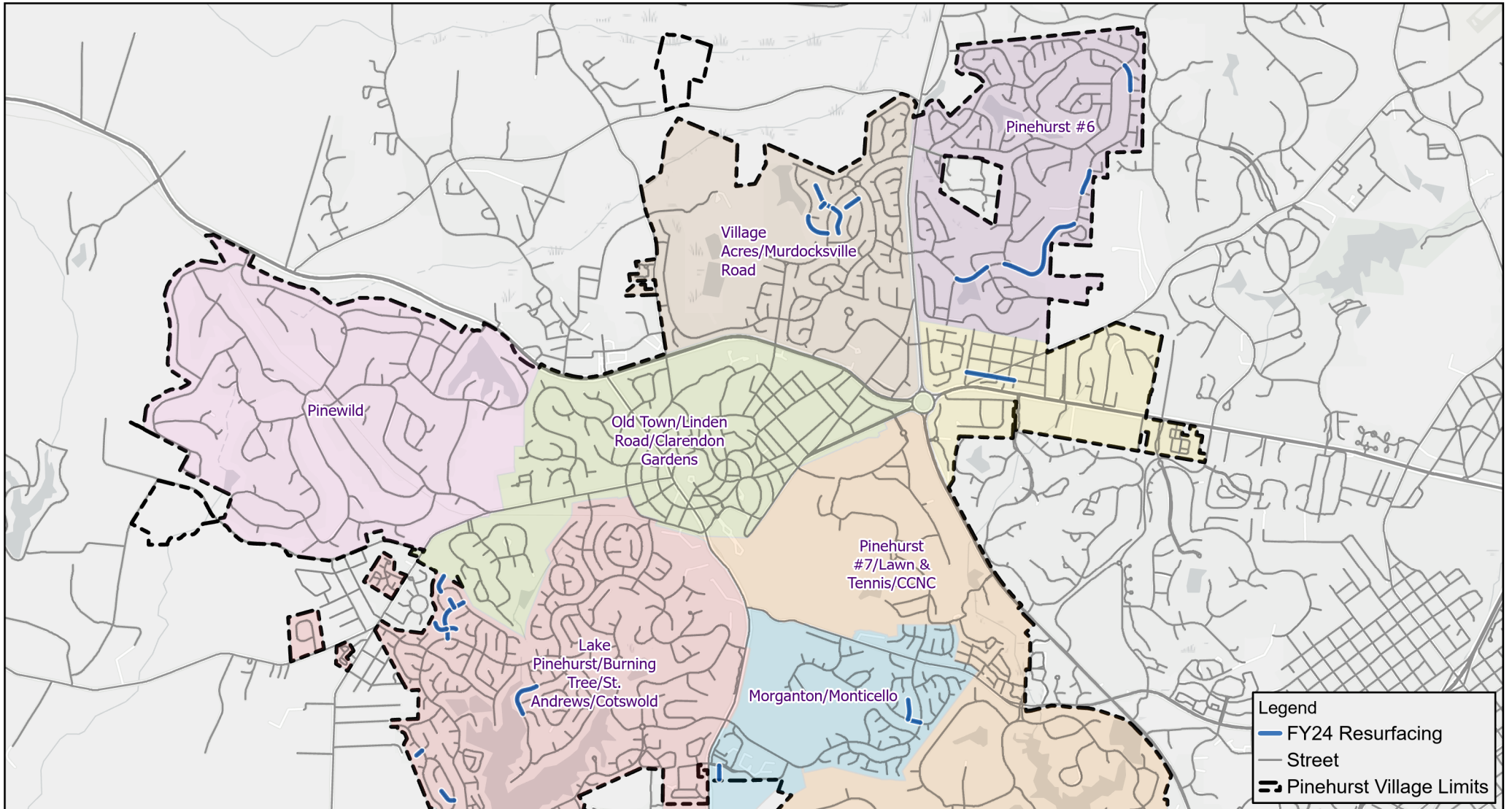
Please note that the actual contract is not attached as the Contractor typically does not obtain performance bonds or payment bonds that go with the contract until after Council authorizes the execution.

ATTACHMENTS:

Description

- ☐ FY24 Resurfacing Street Listing
- ☐ FY24 Resurfacing Street Map
- ☐ FY24 Resurfacing Bid Summary

2024 Annual Street Resurfacing Improvement Project - Street Listing												
						Markings					Utilities	
						White & Yellow Line Striping	Stop bars	Crosswalks	Straight Arrows	Right Turn Arrows	MH	WV
Street	Beginning Description	End Description	Approximate Length (ft)	Approximate Width (ft)	Curbing							
Village Acres Area												
Sawmill Road West	Spring Lake Drive	CDS PAVED	888	20	NO	NO					1	0
Sawmill Road East	Spring Lake Drive	CDS	896	20	NO	NO		1			4	1
Sawmill Court	Sawmill Road West	CDS PAVED	167	20	NO	NO					1	0
Lake View East	Spring Lake Drive	Pierce	893	20	NO	NO					1	0
Monroe Lane	Fox Run	CDS	460	20	NO	NO					2	0
Total Length in Neighborhood:			3304									
Street	Beginning Description	End Description	Approximate Length (ft)	Approximate Width (ft)	Curbing	White & Yellow Line Striping	Stop bars	Crosswalks	Straight Arrows	Right Turn Arrows	MH	WV
Pinehurst #6 Area												
Juniper Creek	Shennecossett	Glen Abbey	1031	20	YES	YES					2	2
Juniper Creek	Scioto	Lamplighter	3084	23	YES	YES	1	1	2	2	5	2
Juniper Creek	Miles	Morris	690	20	NO	YES					0	0
Juniper Creek	Watson	Deerwood	794	20	YES	YES					0	1
Total Length in Neighborhood:			5599									
Street	Beginning Description	End Description	Approximate Length (ft)	Approximate Width (ft)	Curbing	White & Yellow Line Striping	Stop bars	Crosswalks	Straight Arrows	Right Turn Arrows	MH	WV
Pinedale Area												
Thorne Road	Hillard Road	Hampton Drive	1440	20	NO	NO					1	4
Total Length in Neighborhood:			1440									
Street	Beginning Description	End Description	Approximate Length (ft)	Approximate Width (ft)	Curbing	White & Yellow Line Striping	Stop bars	Crosswalks	Straight Arrows	Right Turn Arrows	MH	WV
Pinehurst Lake Area												
Lake Forest Drive SW	Chestnut	Live Oak	1225	21	NO	YES					7	0
Lodge Pole Lane	Burning Tree Road	Sugar Pine	1379	20	NO	NO					5	0
Fur Court East	Lodge Pole Lane	CDS PAVED	253	21	NO	NO					2	0
Fur Court West	Lodge Pole Lane	CDS PAVED	431	21	NO	NO					2	2
Cherry Lane	Lodge Pole Lane	CDS	273	21	NO	NO					1	2
Osage Lane	Sugar Pine Drive	CDS	520	21	NO	NO					2	0
Beryl Lane	Diamondhead	CDS PAVED	226	20	NO	NO					3	1
Onyx Lane S	Beryl	CDS PAVED	514	20	NO	NO					2	1
Total Length in Neighborhood:			4821									
Street	Beginning Description	End Description	Approximate Length (ft)	Approximate Width (ft)	Curbing	White & Yellow Line Striping	Stop bars	Crosswalks	Straight Arrows	Right Turn Arrows	MH	WV
Morganton/Monticello Area												
Surry Circle N	Monticello	Harness	381	20	NO	NO	1				0	0
Harness	Surry	CDS	595	20	NO	NO					1	0
Total Length in Neighborhood:			976									
Street	Beginning Description	End Description	Approximate Length (ft)	Approximate Width (ft)	Curbing	White & Yellow Line Striping	Stop bars	Crosswalks	Straight Arrows	Right Turn Arrows	MH	WV
Morganton/Monticello Area												
Page St	Blake Blvd	End										

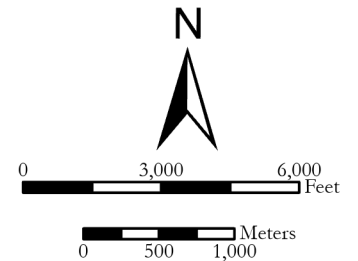


Public Services - FY-24 Resurfacing Overview

Moore County GIS (NC), State of North Carolina DOT, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA, Esri, NASA, NGA, USGS, Moore County GIS (NC), Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA

2023

Coordinate System: NAD 1983 StatePlane North Carolina FIPS 3200 Feet



Bid Tabulation Sheet
Village of Pinehurst
2024 Annual Street Resurfacing & Improvement Project

[illegible]



**DISCUSS DEDICATION OF WINSTON PINES DRIVE AND ASSOCIATED
RIGHT-OF-WAY TO THE VILLAGE OF PINEHURST
ADDITIONAL AGENDA DETAILS:**

FROM:

Mike Apke, P.E., Public Services and Engineering Director

DATE OF MEMO:

12/5/2023

MEMO DETAILS:

Bass Design and Development, LLC, the developer of the Winston Pines Subdivision off of Foxfire Road is requesting that the Village accept ownership and maintenance responsibilities for the streets and right-of-way areas along Winston Pines Drive. Dedicating these items to the Village has been the Developer's intent since the subdivision was originally approved in 2018. Residences have now been constructed on all 28 lots within the subdivision.

Winston Pines Drive is the sole roadway in the subdivision to be dedicated, and includes concrete sidewalks along one side of the roadway. The street, sidewalk, and associated infrastructure within the right-of-way was previously inspected by Village staff and a punch list of outstanding items has been addressed by the Developer.

Being the development is complete, staff recommends that the Village accept the street and right-of-way dedication. If Council concurs with the staff's recommendation, adoption of the accompanying ordinance will be necessary.



**CONSIDER ORDINANCE 23-19 AN ORDINANCE ACCEPTING PETITION
FOR DEDICATION OF STREETS WITHIN THE VILLAGE OF PINEHURST
AND AMENDING CHAPTER 7, SCHEDULE II AND SCHEDULE IV OF THE
PINEHURST MUNICIPAL CODE AS IT PERTAINS TO REGULATING
TRAFFIC ON THESE STREETS WITHIN THE VILLAGE OF PINEHURST,
NORTH CAROLINA
ADDITIONAL AGENDA DETAILS:**

FROM:

Mike Apke

CC:

Jeff Sanborn; Councilmembers

DATE OF MEMO:

12/6/2023

MEMO DETAILS:

Please, see the attached materials relating to this item.

ATTACHMENTS:

Description

- Ordinance 23-19 An Ordinance Accepting Petition for Dedication of Streets Within the Village of Pinehurst and Amending Chapter 7, Schedule II and Schedule IV of the Pinehurst Municipal Code as it Pertains to Regulating Traffic on these Streets Within the
- Ordinance 23-19 Exhibit A (Winston Pines Street and Right-of-Way Dedication)

ORDINANCE #23-19

AN ORDINANCE ACCEPTING PETITION FOR DEDICATION OF STREETS WITHIN THE VILLAGE OF PINEHURST AND AMENDING CHAPTER 7, SCHEDULE II AND SCHEDULE IV OF THE PINEHURST MUNICIPAL CODE AS IT PERTAINS TO REGULATING TRAFFIC ON THESE STREETS WITHIN THE VILLAGE OF PINEHURST, NORTH CAROLINA.

THAT WHEREAS, Bass Design and Development, LLC, a North Carolina limited liability company (hereinafter referred to as “Bass D&D”) is desirous of dedicating said street and right-of-way to the Village of Pinehurst, a municipal corporation of the State of North Carolina (hereinafter referred to as “Village”); and

WHEREAS, the recorded plat for Winston Pines Subdivision depicts all streets and rights-of-way within the subdivision as being dedicated for public use; and

WHEREAS, Bass D&D has completed construction of that certain street and right-of-way as shown on the attached Exhibit A in accordance with the requirements of the Village; and

WHEREAS, the Village Council of the Village of Pinehurst has agreed to officially accept the proposed dedication of the street and right-of-way; and

WHEREAS, the street and right-of-way identified by yellow highlight on Exhibit A will be open to the public and shall be maintained by the Village;

NOW, THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of the Village of Pinehurst North Carolina in the regular meeting assembled this 12th day of December 2023 as follows:

SECTION 1. That, pursuant to NCGS chapter 160 A, article 15, the street and right-of-way offered for dedication and shown on the attached Exhibit A, copies of which are attached hereto and made a part hereof, is hereby accepted as a public street and right-of-way of the Village of Pinehurst, North Carolina.

SECTION 2. That Schedule II of section 7, STOP INTERSECTIONS of the Pinehurst Municipal Code, is amended by adding the following:

<i>Stop Sign On</i>	<i>At Intersection With</i>
Winston Pines Drive	Winston Pines Drive
Winston Pines Drive	Foxfire Road

SECTION 3. That Schedule IX of Section 7, SPEED LIMITS of the Pinehurst Municipal Code, shall be applicable and the speed limit is established as 25 mph unless otherwise posted.

SECTION 4. That the Pinehurst Police Chief and the Public Services Director are hereby directed and empowered to erect the necessary traffic signs on the above stated roads.

SECTION 5. That this ordinance shall be and the same as here by effective from and after the date of its adoption.

THIS ORDINANCE is passed and adopted this 12th day of December 2023.

VILLAGE OF PINEHURST
VILLAGE COUNCIL

(Municipal Seal)

By: _____
Patrick Pizzella, Mayor

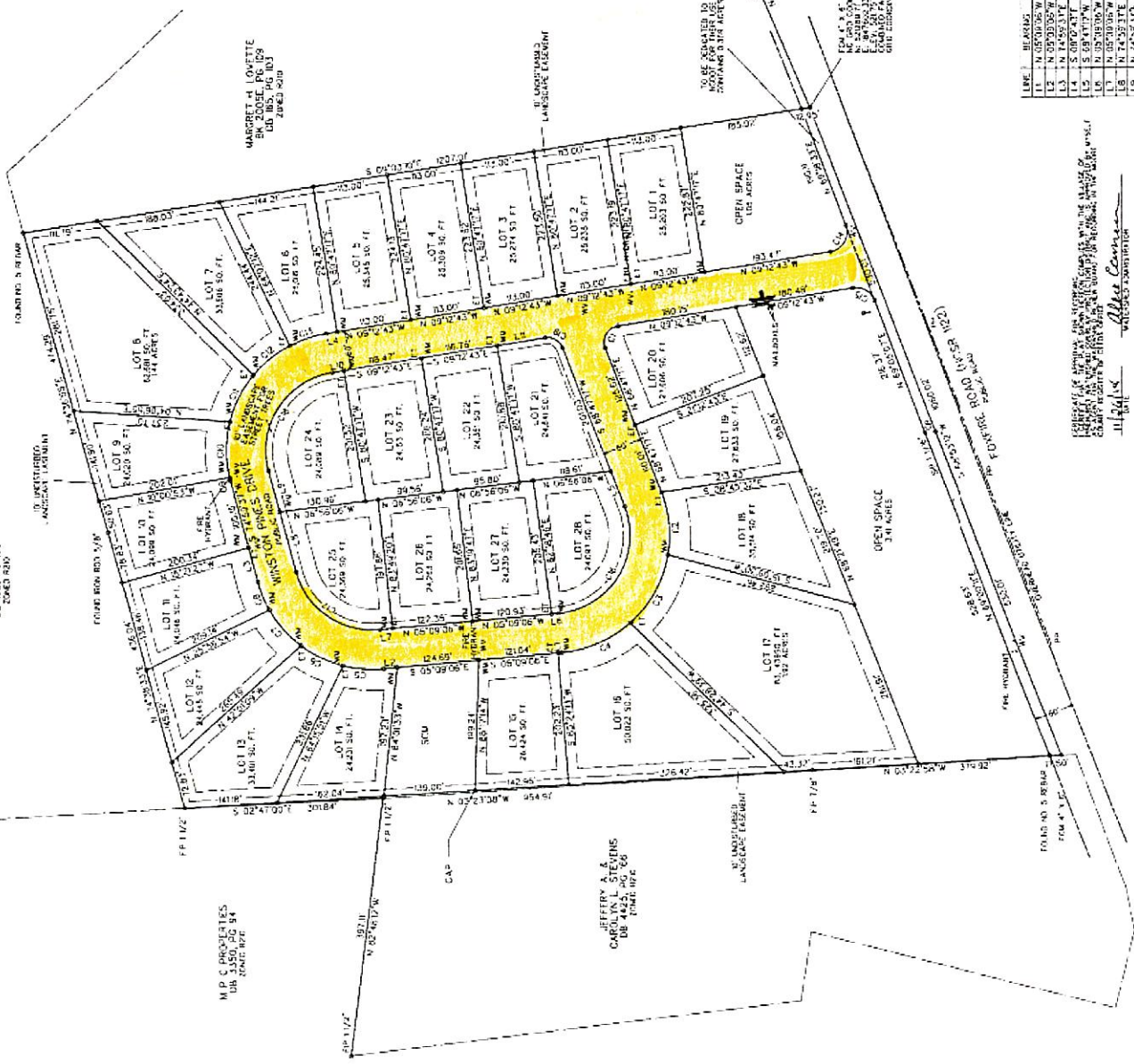
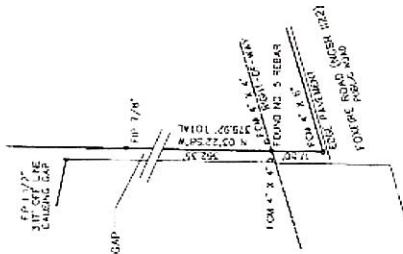
Attest:

Approved as to form:

Shannon Konstantinou, Village Clerk

Michael J. Newman, Village Attorney

DETAIL



LINE	BEARING	DISTANCE
1	N 05° 03' 05" W	6.00
2	N 05° 03' 05" W	20.48
3	N 74° 55' 31" E	54.48
4	S 08° 43' E	76.93
5	S 59° 41' W	57.00
6	N 05° 03' 05" W	10.00
7	N 05° 03' 05" W	18.93
8	N 74° 55' 31" E	95.00
9	N 74° 55' 31" E	17.98
10	S 08° 43' E	6.00
11	S 59° 41' E	73.69

C. No.	Area	Delta Angle	Ch. Station	Radius	Length
C1	44.54	107° 50' 59"	38.66	1800.43	55.03
C2	10.31	107° 50' 59"	50.97	1800.43	30.37
C3	10.31	107° 50' 59"	66.66	1800.43	30.37
C4	16.16	138° 19' 20"	103.2	1233.27	100.00
C5	16.16	138° 19' 20"	130.4	1233.27	100.00
C6	7.16	125° 50' 29"	157.0	1254.47	80.00
C7	7.16	125° 50' 29"	187.2	1254.47	80.00
C8	48.00	5° 30' 31"	245.4	1815.43	211.82
C9	51.57	0° 46' 13"	306.9	1765.33	217.9
C10	85.43	2° 11' 31"	366.3	1765.33	217.9
C11	80.48	22° 13' 29"	436.8	1525.34	160.0
C12	7.39	22° 13' 29"	454.2	1525.34	36.17
C13	50.09	5° 30' 31"	504.3	1815.43	211.82
C14	51.57	0° 46' 13"	565.8	1765.33	217.9
C15	46.87	16° 03' 02"	632.7	1558.48	124.32
C16	22.2	10° 30' 33"	691.2	1307.04	120.0
C17	61.66	10° 30' 33"	811.8	1307.04	120.0
C18	204.43	17° 47' 43"	938.3	1570.63	192.97
C19	195.00	17° 47' 43"	1104.3	1570.63	192.97
C20	51.63	5° 38' 17"	1255.7	1825.25	204.2

ILLINOIS
 JUNE 11, 2014
 ALICE CARROLL
 VILLAGE OF BLOOMINGTON
 VILLAGE ENGINEER

EXHIBIT A



DISCUSS A QUALIFICATION BASED SELECTION (QBS) EXEMPTION FOR TRAFFIC INTERSECTION STUDIES

ADDITIONAL AGENDA DETAILS:

Under NC General Statutes (143-64.31), the procurement of engineering services must be qualification based as opposed to the lowest bidder. The requirement for Qualification Based Selection can be overridden by Council when they believe it's in the public's best interest to contract with a specific firm.

FROM:

Jeff Batton; Alex Cameron

CC:

Jeff Sanborn; Councilmembers

DATE OF MEMO:

12/6/2023

MEMO DETAILS:

This agenda item is to request Council consider granting a qualification-based selection exemption in order to allow staff to contract directly with CMS Engineering to conduct traffic studies at specific intersections within the Village of Pinehurst.

CMS Engineering has conducted traffic studies for the Village at specific intersections each year since 2005 and therefore has the baseline knowledge and is in the best position to understand the changing traffic trends over the past 18 years. With this historical knowledge, Village Staff believes they are best equipped to ultimately conduct the analysis in comparing past traffic patterns and counts with current conditions. The intersections scheduled to be studied this year include those along the NC Hwy 5 corridor:

1. NC 5 at McKenzie Road
2. NC 5 at Barrett/McCaskill Roads
3. NC 5 at NC 2
4. NC 5 at Monticello Road
5. NC 5 at Linden Road
6. NC 5 at Shaw Road SE/SW
7. NC 5 at McDonald Road
8. NC 5 at Morganton Road
9. NC 5 at Blake Road

The fee for the study is \$17,500. The last time these intersections were studied was FY2019 with a cost of \$17,450. If Council agrees, a motion to adopt a resolution is necessary to grant this exemption.

ATTACHMENTS:

Description

- CMS Engineering Intersection Study Proposal

CMS Engineering, PLLC

9320 St. John's Church Road
Zebulon, NC 27597

Phone: 919.210.5899
Email: patti.cmseng@gmail.com

November 29, 2023

Mr. Jeff Batton
Village of Pinehurst
395 Magnolia Road
Pinehurst, NC 28374

RE: Village Traffic Study Update, NC 5 Corridor

Dear Mr. Batton,

CMS Engineering appreciates this opportunity to submit a proposal for the update of 9 intersections on the NC 5 corridor. Below is a list of the intersections to be counted as part of the update.

Traffic count locations

AM (7 am – 9 am) & PM (4 pm – 6 pm) peak period turning movement counts

1. NC 5 at McKenzie Road
2. NC 5 at Barrett/McCaskill Roads
3. NC 5 at NC 2
4. NC 5 at Monticello Road
5. NC 5 at Linden Road
6. NC 5 at Shaw Road SE/Shaw Road SW

AM (7 am -9 am), Midday (11 am – 1 pm), and PM (4 pm – 6 pm) turning movement counts:

7. NC 5 at McDonald Road
8. NC 5 at Morganton Road
9. NC 5 at Blake Road

The update will include the following work items:

- Do peak period turning movement counts for the above intersections on a Tuesday or Thursday. Quality Counts will set up recording cameras for all intersections and provide the turning movement count data.
- Rerun the capacity calculations for the NC 5 study intersections using SYNCHRO software.
- Prepare comparison table showing the change in LOS for these intersections from 2005 to 2023, and add the Linden Road intersection LOS.
- Review the change in traffic approach volumes from 2005 to 2023 for the study intersections.
- Prepare a summary report and invoice and submit to Village by the end of 2023.

The proposed fee for the above scope of work is \$17,500 and this will be billed once the work is complete. If additional intersections are needed the fee will be \$2,000 per intersection.

Client agrees to limit CMS Engineering's liability arising from CMS Engineering's professional acts, errors or omissions such that the total liability of CMS Engineering shall CMS Engineering's fees, excluding reimbursable expenses, for the services rendered on this project.

As you review this proposal let me know if you have any questions or need more information. Traffic counts will be scheduled once this proposal is accepted. Thank you.

Sincerely,


Patricia Hildreth



**CONSIDER RESOLUTION 23-52 TO EXEMPT CMS ENGINEERING FROM
QUALIFICATION BASED SELECTION PROCESS TO CONDUCT ANNUAL
INTERSECTION STUDIES
ADDITIONAL AGENDA DETAILS:**

FROM:

Jeff Batton; Alex Cameron

CC:

Jeff Sanborn; Councilmembers

DATE OF MEMO:

12/6/2023

MEMO DETAILS:

Please, see the attached materials relating to this item.

ATTACHMENTS:

Description



Resolution 23-52 A Resolution to Exempt Procurement of Professional Engineering and Architectural Services from the Model Code for Procurement for Architectural, Engineering, and Surveying Services (NCGS 143-64.31 & 32)

RESOLUTION #23-52:

A RESOLUTION TO EXEMPT PROCUREMENT OF PROFESSIONAL ENGINEERING AND ARCHITECTURAL SERVICES FROM THE MODEL CODE FOR PROCUREMENT FOR ARCHITECTURAL, ENGINEERING, AND SURVEYING SERVICES. (NCGS 143-64.31 & 32)

WHEREAS, North Carolina General Statute 143-64.31 provides that “It is the public policy of this State and all public subdivisions and Local Governmental Units thereof, except in cases of special emergency involving the health and safety of the people or their property, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services, and public-private partnership construction services to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm.”; and

WHEREAS, North Carolina General Statute 143-64.32 provides that “Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000).”

NOW, THEREFORE, BE IT RESOLVED by the Village Council of Pinehurst, North Carolina, in session assembled this 12th day of December 2023 as follows:

SECTION 1. That Professional Architectural, Engineering, and Surveying Services associated with the acquisition and/or provision of services for intersection and traffic study data collection and analysis for specific intersections within the corporate limits of the Village of Pinehurst are hereby exempted from the provisions of North Carolina General Statute 143-64.31. The reasons therefore and circumstances attendant thereto are that this action has been determined by the Village Council to be in the best interest of the Village of Pinehurst and its citizens due to the historical utilization of CMS Engineering. They possess all baseline knowledge and understanding of the intersections which best positions them as the most qualified firm to conduct comparative analysis of previous intersection study results with current intersection performance.

SECTION 2. That this resolution shall be and the same is hereby effective from and after the date of its adoption.

THIS RESOLUTION passed and adopted this 12th day of December, 2023.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
Patrick Pizzella, Mayor

Attest:

Shannon Konstantinou, Village Clerk

Approved as to Form:

Michael J. Newman, Village Attorney

DRAFT