



AGENDA

Town Council Work Session

Tuesday, June 23, 2026: 3:00 PM

C. Michael Haney Community Room: Southern Pines Police Department
450 W. Pennsylvania Ave

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. TOWN MANAGER'S COMMENTS

4. ACTION ITEMS

a. Planning Board ETJ Position

Rev. Dr. David Hudson has submitted an application for a vacant extraterritorial jurisdiction (ETJ) position on the Planning Board.

b. Written Decisions for Caropines Phase 1 Preliminary Development Plan and Subdivision Plat (#PD-03-26 & MAPP #01-26)

Planning staff have prepared draft Written Decisions summarizing Town Council approval of a Preliminary Development Plan (PDP) and Major Subdivision Preliminary Plat for Caropines Phase 1.

c. Request to Approve Supplemental Agreement for EB-5864 Knoll Road Pedestrian Improvements

Following Town Council approval of the construction contract with Fred Smith Company at the April 2026 Work Session, staff submitted updated construction cost information to the North Carolina Department of Transportation (NCDOT). In response, NCDOT has prepared a supplemental agreement to reflect the revised project costs and increase the total reimbursement amount available to the Town.

d. Request Approval of Budget Amendment for Knoll Road Multi-Use Trail Grant Funding and Related Expenditures

Staff requests a budget amendment to increase grant proceeds and related expenditures for the Knoll Road multi-use trail project. This project is included in the Bike Transportation Fund.

e. Adopt Town Council Meeting Minutes

Staff has prepared the following meeting minutes for your approval:

- May 12, 2026, Town Council Business Meeting

5. COUNCIL UPDATES AND DISCUSSION

a. Town Hall Grand Opening Date

Town Hall is now open to the public, and staff is beginning to plan a public grand opening and open house. We are asking that Council select an August date to host the event. More details, including recommended dates, are outlined in the staff memo.

b. Flock Cameras

Chief Polidori will present information to the Council regarding the use of Flock cameras by the SPPD

c. Moore County Airport: Fire Service

ATM Chief Cameron will update the Town Council regarding initial discussions with the Moore County

Airport Manager around necessary Fire Services should commercial air return to SOP.

d. YMCA of the Sandhills

Mr. Jeff Darling of the YMCA of the Sandhills will be present to update Council regarding the YMCA effort.

e. Planning Department Update

Planning staff will briefly update the Town Council on agenda items coming in July. Staff will also provide an update on the Red's Corner request for a social district, ask for Town Council discussion and feedback on the topic of data centers, and discuss a request to enter into a preservation agreement pursuant to North Carolina General Statute Chapter 121 Article 4.

6. COUNCIL ROUNDTABLE

7. ADJOURNMENT

*Meetings/work sessions of the Southern Pines Town Council are now available on the Town's Website at sopinesnc.info/agendas
Video of the Town Council meetings will be live-streamed on the website for viewing either during the meetings or after they have concluded. Please note, the video is provided only for the purposes of viewing the meetings; public comments or questions are not accepted via the live stream.*

[IGNORE_INDENT]

MEMO

To: Reagan Parsons, Town Manager

From: BJ Grieve, Planning Director

Date: June 23, 2026

Re: Planning Board Vacancy

I. REQUEST:

The Planning Director requests that the Town Council consider an application received from Mr. David Hudson to fill a current vacancy on the Planning Board.

II. BACKGROUND:

Prior to his resignation on April 23, 2026, Jason Scribner was serving his first term which was scheduled to end on February 10, 2028.

Mr. Hudson would serve the remainder of Mr. Scribner's term to expire on February 10, 2028. His application and resume are attached. Personal information on both documents has been redacted as a precaution against recent nationwide scams that use AI to scrape contact information from public meeting documents.

III. LEGAL REVIEW:

In accordance with UDO §8.13.1(B), the Planning Board shall consist of seven (7) members. Five members appointed by the Town Council shall reside within the Town. Two members appointed by the County Board of Commissioners shall reside within the Town's Extraterritorial Planning Area.


- *Jason Scribner was appointed to serve on the Board for his first term to expire on February 10, 2028.*
- *Mr. Scribner resigned from the Board on April 23, 2026.*
- *The Board currently consists of five (5) active members who reside in Town and one (1) active member who resides in the Town's ETJ. Mr. Scribner's vacant position is an ETJ position.*
- *Mr. Hudson currently resides in the ETJ and is thereby eligible for appointment to the vacant seat as an ETJ member of the Board until February 10, 2028.*

In accordance with UDO §8.13.1(C), Planning Board members shall be appointed for three-year staggered terms but may be appointed to not more than two (2) successive complete terms.



Data Sheet for Appointment to Committees, Commissions, and Boards

COMMITTEE, COMMISSION, OR BOARD IN WHICH INTERESTED:

NAME: David Hudson TELEPHONE: 

ADDRESS: 

EDUCATIONAL BACKGROUND: A.A. BA. M.Div. Th.M. D.Min.

EMPLOYMENT: retired

JOB TITLE: _____

EMPLOYER: _____

CIVIC AND PROFESSIONAL ACTIVITIES:

See Attached

PAST MEMBERSHIP IN ORGANIZATIONS AND OFFICES HELD:

(Large handwritten flourish)

ANY ADDITIONAL INFORMATION AND COMMENTS:

DATE: June 14, 2026 SIGNATURE: David R. Hudson

SUBMIT

To RETURN In Person:
Administration
125 SE Broad Street Southern Pines, NC 28387

Your application will remain on file 12 months from the date of completion.

Rev. Dr. David Lindsay Hudson

Date of Birth: [REDACTED]

Formal Education:

Columbia Theological Seminary, Atlanta, GA	Doctor of Ministry	2003
Princeton Theological Seminary, Princeton, NJ	Master of Theology	1983
Princeton Theological Seminary, Princeton, NJ	Master of Divinity	1982
Wake Forest University, Winston Salem, NC	Bachelor of Arts	1977
Chowan Junior College, Murfreesboro, NC	Associate of Arts	1975

Service

Mission Co-worker	Japan Yodogawa Christian Hospital	2022-2024
Pastor, Bethesda Presbyterian Church	Aberdeen, NC	2016-2021
Pastor, Lumber Bridge Presbyterian Church,	Lumber Bridge, NC	2010-2016
	Antioch Presbyterian Church, Red Springs, NC	
Area Coordinator for Asia and Pacific, PC(USA)	Louisville, Kentucky	2008-2009
Regional Liaison for South Asia for the PC(USA)	New Delhi, India	2007-2008
Co-Pastor, Bethesda Presbyterian Church,	Aberdeen, NC	2000-2007
Interim Ministry Training, Phase I		2000
Clinical Pastoral Education (CPE), Tampa General Hospital		2000
Interim General Presbyter, Peace River Presbytery		1999-2000
Interim Pastor, Westminster Presbyterian Church	Bradenton, Florida	1998-1999
Mission Specialist, PC(USA) Lahore, Pakistan		1995-1997
Pastor, Troy Presbyterian Church, Troy, NC		1989-1995
Mission Co-Worker, Presbyterian Theological Seminary	Seoul, Korea	1983-1988
Volunteer in Mission, PC(USA),	Seoul, Korea	1980-1981

Community Service, Boards, Committees

Moore County: Member, First Health Community Board
Member, Pastoral Care Advisory Committee & Associate Chaplain Program; Moore Free & Charitable Clinic; Workshops: conflict resolution, funds development, emergency/disaster response, human trafficking.

Hoke County: Habitat for Humanity, Board Member.

Lahore, Pakistan: Boards of Governors & Directors, Forman Christian.

Montgomery County: Community College, Trustee; Board of Health, Vice Chair; American Red Cross, Chair & Vice Chair; N.C. Boards of Health, Member; Social Services, "Child Custody Review Team."

Planning Staff Report

To: Reagan Parsons, Town Manager

From: James Broadwell, Senior Planner

Date: June 23, 2026

Item: PD-03-26 “Caropines Phase I” Preliminary Development Plan:
Written Decision Staff Report.

I. PURPOSE

Per UDO §2.14.6(F)(11), “A written decision must be approved for every quasi-judicial application, either by entering the decision at the end of the hearing or at a subsequent meeting of the hearing body, which shall generally be the next scheduled meeting. As part of the written decision, the hearing body must make findings of fact and conclusions as to applicable standards and any conditions. The chair may direct the Planning Director or Town Attorney to draft a written decision for approval by the hearing body at its next regularly scheduled meeting, which approval may be on a consent agenda.”

Planning staff have prepared a draft of the written decision of the Town Council’s approval of application PD-03-26 that was heard by the Town Council at the business meeting on June 9, 2026 that the Town Council may now wish to adopt. If the Town Council approves the drafted written decision, the Mayor will sign the document. The original signed version will be delivered to the applicant, authorized agent, and property owner with Planning staff and the Town Clerk maintaining copies of the signed document for their respective files.

II. SUMMARY OF APPLICATION REQUEST

The applicant has submitted a Preliminary Development Plan (PDP) pursuant to UDO §2.18 for a proposed development of 35 single-family detached homes and approximately 9.74-acres of Open Space within Phase I of the approved Conceptual Development Plan (PD-02-18), approved October 22, 2018. The proposed use is consistent with the approved CDP and the 2040 Comprehensive Plan designations as a neighborhood and Open Space.

With the inclusion of the one proposed condition of approval related to the PDP approval criteria, as set forth in UDO §2.18.5(H), staff find the application is suitable for Town Council approval.

III. TOWN COUNCIL EVIDENTIARY HEARING AND ACTION

The public evidentiary hearing for the proposed Preliminary Development Plan was called to order on June 9, 2026, with four Council members present. All witnesses intending to speak were duly sworn. Planning staff entered the Staff Report dated June 9, 2026, as Exhibit A, followed by staff’s presentation from the same date as Exhibit B. Colin Webster, representing Grosvenor Land, LLC, briefly spoke on the project and answered questions, and did not submit any additional exhibits.

Following the close of the evidentiary hearing, the Town Council deliberated and voted 4-0 to approve the Preliminary Development Plan, with one additional condition, as shown in Exhibit A and discussed in the June 9, 2026 Town Council meeting.

IV. STAFF COMMENTS

Town planning staff prepared a Written Decision of the Board for the Town Council's review and action decision.

V. TOWN COUNCIL ACTION

The Town Council may wish to take one of the following actions.

1. No action;
2. Accept the Written Decision for PD-03-26 as prepared by the Town staff;
3. An action listed above with the following conditions...; or
4. Action not listed above...



CASE NUMBER: PD-03-26

**FINDINGS OF FACT, DECISION OF THE BOARD, AND ORDER IN THE MATTER
OF A PRELIMINARY DEVELOPMENT PLAN APPLICATION FOR CAROPINES
PHASE ONE**

DESCRIPTION OF MATTER

Grosvenor Land, LLC has submitted a Planned Development District – Preliminary Development Plan (PDP) application pursuant to §2.18 of the Town of Southern Pines Unified Development Ordinance. The application represents the second phase of review under the Planned Development (PD) process established through the previously approved Conceptual Development Plan (CDP) identified as PD-02-18, approved on October 22, 2018. The proposed development consists of 35 single-family detached homes and approximately 9.74-acres of Open Space within Phase 1 of the approved CDP, which designates the area for residential land use. The subject property is further identified as a neighborhood and open space in the 2040 Comprehensive Plan, supporting the appropriateness of the proposed use at this location.

A public evidentiary hearing regarding the proposed Preliminary Development Plan (PDP) for Caropines Phase 1 was called to order with four members present on June 9, 2026. The oath was administered to all witnesses choosing to speak. Planning staff entered the June 9, 2026 staff report as Exhibit A and staff's June 9, 2026 presentation as Exhibit B. After closing the hearing, Town Council discussed and voted on the draft findings of fact. Detailed discussion during the evidentiary hearing can be found in the meeting minutes on record in the Town Clerk's office and online.

FINDINGS OF FACT

- A. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the Preliminary Development Plan application has met the specified submittal requirements in accordance with the Town of Southern Pines Unified Development Ordinance (UDO). The applicant has submitted sufficient documentation and narrative addressing the applicable criteria for a Preliminary Development Plan, and staff has reviewed the materials for accuracy and consistency with adopted regulations.
- B. The Town Council finds that the Preliminary Development Plan application complies with the provisions of UDO §2.18.5(H). Specifically, in that:
 1. The application demonstrates that it will achieve the purposes of the PD and this section. The PDP achieves the purposes of the Planned Development District by implementing the development program approved through the Conceptual Development Plan (CDP). The plan proposes 35 single-family detached homes and approximately 9.74-acres of Open

Space, a significant portion of which comprises existing wetlands. Incorporating the preservation of this Open Space alongside development design that interconnects the wider Caropines neighborhood furthers the purpose of the PD and ensures this criterion is met.

2. The Preliminary Development Plan is consistent with the Conceptual Development Plan and conforms to all applicable provisions of this UDO.

The PDP is overall consistent with the CDP and conforms to all applicable provisions within the UDO. The proposed plan carries forward the same development program, including permitted land uses, site layout, circulation, and intensity across the 20.6-acre site. With the inclusion of a condition to complete the Avenue of the Carolinas' construction prior to the issuance of the Caropines Phase 1 Final Plat, the application will be consistent with the CDP, and therefore, this criterion.

3. The proposed Development is located in an area of the Town that is appropriate.

The CDP established that the site is appropriate for the proposed development type and intensity. The subject property is a 20.6-acre site, and the PDP maintains the approved land uses, development intensity, and setbacks without introducing additional uses or expanded development. Moreover, the PDP introduces a 25-foot buffer to bolster cohesion with the surrounding neighborhood, arterial roadway (Airport Road), and nearby Moore County Airport.

4. The proposed Development will not cause the need for inefficient extensions and expansions of public facilities, utilities, and services.

The CDP established that the property is fully served by existing Town utilities and the Caropines private roadway infrastructure. The PDP relies on the same framework and does not propose extensions or expansions of public utilities or services beyond those previously evaluated. Stormwater management will occur on-site and meet the standards prescribed in the UDO. For these reasons, the PDP will not create inefficient extensions or expansions of public utilities or services.

CONCLUSION AND DECISION

Therefore, by a vote of 4-0, the Town Council voted to approve the Caropines Phase 1 Preliminary Development Plan, PD-03-26, with the following additional condition:

Condition 1 – Avenue of the Carolinas Completion.

The entirety of Avenue of the Carolinas shall be paved, completed, and approved by the Town Engineer prior to the issuance of the Final Plat approval for Caropines Phase 1. Additionally, the paving and full completion of Avenue of the Carolinas shall not be further deferred through a Subdivision Performance Guarantee, as the Caropines CDP (file # PD-02-18) required completion no later than March 2022.

Pursuant to PDP Criterion 2 under UDO §2.18.5(H) and PD-02-18.

This 23rd day of June, 2026.

FOR THE TOWN COUNCIL:

Taylor Clement, Mayor



Planning Staff Report

To: Reagan Parsons, Town Manager
From: James Broadwell, Senior Planner
Date: June 23, 2026
Item: **MAPP-01-26 “Caropines Phase I” Major Subdivision:** Written Decision Staff Report.

I. PURPOSE

Per UDO §2.14.6(F)(11), “A written decision must be approved for every quasi-judicial application, either by entering the decision at the end of the hearing or at a subsequent meeting of the hearing body, which shall generally be the next scheduled meeting. As part of the written decision, the hearing body must make findings of fact and conclusions as to applicable standards and any conditions. The chair may direct the Planning Director or Town Attorney to draft a written decision for approval by the hearing body at its next regularly scheduled meeting, which approval may be on a consent agenda.”

Planning staff have prepared a draft of the written decision of the Town Council’s approval of application MAPP-01-26 that was heard by the Town Council at the regular meeting on June 9, 2026 that the Town Council may now wish to adopt. If the Town Council approves the drafted written decision, the Mayor will sign the document. The original signed version will be delivered to the applicant, authorized agent, and property owner with Planning staff and the Town Clerk maintaining copies of the signed document for their respective files.

II. SUMMARY OF APPLICATION REQUEST

Grosvenor Land, LLC submitted a Major Subdivision Preliminary Plat application pursuant to the Town of Southern Pines Unified Development Ordinance (UDO) §2.20. The plat intends to subdivide the parent tract into 35 single-family detached lots. The parent tract presently comprises an open field, wetlands, and stands of mature trees. The subject property is located on the south side of Airport Road. Per the Moore County tax records, the property is identified as PARIDs 96000281, 20050760, and 00031457, which comprises +20.6-acres and is owned by Caropine Ventures, LLC and 71st Partners, LLC.

III. TOWN COUNCIL EVIDENTIARY HEARING AND ACTION

A public evidentiary hearing, regarding the proposed Major Subdivision Preliminary Plat (MAPP) for the Caropines Phase I Major Subdivision was called to order with four members present on June 9, 2026. The oath was administered to all witnesses choosing to speak. Planning staff entered the June 9, 2026 staff report as Exhibit A and staff’s June 9, 2026 presentation as Exhibit B. Colin Webster, representing Grosvenor Land, LLC, briefly spoke on the project and answered questions, and did not submit any additional exhibits. After closing the hearing, the Town Council discussed and voted on the draft findings of fact.

After discussion on topics including, but not limited to, consistency with the Major Subdivision criteria, the Town Council voted 4-0 to adopt Attachment I of the staff report as Finding of Facts. The Town Council then voted 4-0 to approve MAPP-01-26 as

presented at the June 9, 2026 Town Council meeting, with the inclusion of two conditions of approval as shown in Exhibit A and discussed in the June 9, 2026 meeting.

IV. STAFF COMMENTS

Town planning staff prepared a Written Decision of the Board for the Town Council's review and action decision.

V. ATTACHMENTS

1. Written Decision of the Board: MAPP-01-26

VI. TOWN COUNCIL ACTION

The Town Council may wish to take one of the following actions.

1. No action;
2. Accept the Written Decision for MAPP-01-26 as prepared by the Town staff;
3. An action listed above with the following conditions...; or
4. Action not listed above...



CASE NUMBER: MAPP-01-26

**FINDINGS OF FACT, DECISION OF THE BOARD, AND ORDER IN THE MATTER
OF A MAJOR SUBDIVISION PRELIMINARY PLAT APPLICATION FOR
CAROPINES PHASE ONE MAJOR SUBDIVISION**

DESCRIPTION OF MATTER

Grosvenor Land, LLC submitted a Major Subdivision Preliminary Plat application pursuant to the Town of Southern Pines Unified Development Ordinance (UDO) §2.20. The subject property is located on the south side of Airport Road. Per the Moore County tax records, the property is identified as PARIDs 96000281, 20050760, and 00031457, which comprises ±20.6-acres and is owned by Caropine Ventures, LLC and 71st Partners, LLC.

A public evidentiary hearing regarding the proposed Major Subdivision Preliminary Plat (MAPP) for Caropines Phase 1 Major Subdivision was called to order with four members present on June 9, 2026. The oath was administered to all witnesses choosing to speak. Planning staff entered the June 9, 2026 Staff Report as Exhibit A and staff's June 9, 2026 presentation as Exhibit B. After closing the hearing, the Town Council discussed and voted on the draft findings of fact. Detailed discussion during the evidentiary hearing can be found in the meeting minutes on record in the Town Clerk's office and online.

FINDINGS OF FACT

A. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the request for Major Subdivision Preliminary Plat approval has met the specified submittal requirements as required in the Town of Southern Pines UDO Appendices, the applicants have submitted adequate evidence addressing criteria for a Preliminary Plat, and the evidence submitted was sworn testimony by qualified experts or provided through substantiated documentation.

B. The Town Council finds that the Preliminary Plat application complies with the provisions of UDO §2.20.4(G). Specifically, in that:

1. The application is consistent with the Comprehensive Plan, as well as other adopted plans for streets, alleys, parks, playgrounds, and public utility facilities.

With a condition of approval requiring adequate preservation of existing trees within the 25-foot undisturbed buffer and delineated wetlands, the proposed project will be consistent with the Comprehensive Plan. The mature trees and wetlands on the site contribute significant natural character to the surrounding community, and their preservation directly supports this criterion as well as Comprehensive Plan Policies 4.9 and 4.10. Requiring

buffer and wetland protection measures consistent with UDO §4.3.13 vegetation protection standards will further ensure compliance with this criterion and alignment with these Comprehensive Plan policies.

The proposed subdivision is also consistent with the General Framework Map and the Conservation and Development Maps, which identify portions of the site as both “Areas to Enhance” and “Areas to Preserve,” and as “Neighborhood” and “Open Space,” respectively. In addition, site access and utility connections provided by the Town of Southern Pines Public Works Department are readily available, demonstrating compatibility with surrounding infrastructure.

2. The proposed subdivision complies with the UDO and applicable state and federal regulations.

With a condition of approval requiring documentation demonstrating compliance with the Caropines Safe Harbor Agreement and adherence to U.S. Fish and Wildlife Service guidance regarding any agreement updates associated with the site’s development, the proposed project will satisfy this criterion. Consistency with all other applicable UDO provisions has been adequately demonstrated through the submitted application materials.

3. The proposed Subdivision, including its Lot sizes, density, access, and circulation, is compatible with the existing and/or permissible zoning and future land use of adjacent property.

The 35 single-family detached lots and their respective dimensions meet the density and dimensional standards as provided in the Caropines CDP. The proposed driveways and private rights-of-way will be properly aligned and will provide sufficient access to the new homes.

4. the proposed subdivision will not have detrimental impacts on the safety or viability of permitted uses on adjacent properties.

The project does not present a safety or viability concern for the surrounding area. With the proper installation of roadways and utilities as presented, sufficient emergency and fire access will be established to the entire development phase. No other safety or viability concerns were identified from the town staff’s analysis.

5. The proposed public facilities are adequate to serve the normal and emergency demands of the proposed development, and to provide for the efficient and timely extension to serve future development.

The proposed utility plan adequately meets water, fire flow, and sewer requirements. The Town of Southern Pines will provide all utility extensions and connections, which will serve this development adequately and efficiently.

CONCLUSION AND DECISION

Therefore, by a vote of 4-0, the Town Council voted to approve the Caropines Phase 1 Major Subdivision, MAPP-01-26, with the following additional conditions:

Condition 1 – Red Cockaded Woodpecker (RCW) Safe Harbor Agreement Consistency.

Documentation demonstrating compliance with the RCW Safe Harbor Agreement for Caropines Phase 1, as well as adherence to U.S. Fish and Wildlife Service guidance regarding updates to the agreement associated with the development of the site, shall be provided to town staff for verification prior to site clearing and no later than December 31, 2026.

Pursuant to MAPP Criterion 2 under UDO §2.20.4(G).

Condition 2 – Tree Protection Fences.

Prior to any site clearing, tree protection fences shall be installed between the Limits of Disturbance/Construction and the 25-foot Undisturbed Buffer and applicable wetland delineation lines as shown in the Caropines Phase 1 attachments. The fences shall remain in place throughout construction. Within the 25-foot Undisturbed Buffer and protected wetland areas, all existing trees with a diameter of 12-inches or greater shall maintain a minimum 6-foot separation from the tree protection fences to protect critical root zones pursuant to UDO §4.3.13. Additionally, no trees with a diameter of 12 inches or greater shall be removed for the installation of the "mulch walking trail" depicted on the Preliminary Plat.

Pursuant to MAPP Criterion 1 under UDO §2.20.4(G).

This is the 23rd day of June, 2026.

FOR THE TOWN COUNCIL:

Taylor Clement, Mayor



MEMO

To: Reagan Parsons, Town Manager
From: James Michel, Town Engineer/Assistant Public Works Director
Date: June 17, 2026
Re: Supplemental Agreement for EB-5864 Knoll Road Multi-Use Trail

The Town of Southern Pines entered into an agreement with the North Carolina Department of Transportation (NCDOT) on June 29, 2023, for the construction of a multi-use trail along Knoll Road. Subsequent supplemental agreements were executed on February 10, 2025, and August 21, 2025.

Project design has been completed, and the project was advertised for bids. Following the bid process, the construction contract was awarded by Town Council at the April 28, 2026 Work Session.

Based on the awarded construction contract amount, NCDOT Division 8 prepared an updated Verified Cost Estimate, increasing the total construction phase cost to \$3,800,000. This estimate includes both construction expenses and construction engineering and inspection services.

When combined with the previously approved design engineering cost of \$335,656, the total project cost is revised to \$4,135,656. The proposed Supplemental Agreement reflects this updated project budget and increases NCDOT's 80 percent participation from \$3,032,000 to \$3,308,525.

A budget amendment included on the June Work Session agenda will recognize the additional NCDOT reimbursement. Town Council previously approved a budget amendment at the April 14, 2026 Regular Business Meeting to account for the Town's local share of the project costs. Therefore, no additional Town funds are required under the proposed Supplemental Agreement.

Recommendation

Staff recommends that Town Council authorize the Town Manager and Finance Director to execute the Supplemental Agreement with NCDOT for the Knoll Road Multi-Use Trail Project.

NORTH CAROLINA
MOORE COUNTY

SUPPLEMENTAL AGREEMENT – STI PRIORITIZATION

DATE: 6/16/2026

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

	TIP #:	EB-5864
AND	WBS ELEMENTS:	PE 47320.1.1
		ROW _____
SOUTHERN PINES		CON 47320.3.1
	FEDERAL-AID #:	4732011
	FORMER CFDA #:	20.205
	ALN #:	20.287
	TOTAL SUPPLEMENTAL FUNDS [NCDOT PARTICIPATION]	\$276,525

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 Southern Pines, hereinafter referred to as the “Municipality.”

WITNESSETH:

WHEREAS, the Department and the Municipality on 6/29/2023, entered into a certain Project Agreement for the original scope: the construction of a multi-use trail along Knoll Road, add three traffic calming devices and additional turn lanes along the corridor to provide additional safety measures, the roadway crown will be realigned and require additional asphalt work in Southern Pines, programmed under Project EB-5864; and,

WHEREAS, the Department and the Municipality on 2/10/2025 and 8/21/2025, entered into Supplemental Agreements to update the scope of the project, additional funding and update the maintenance provision for the additional work of the project; and,

WHEREAS, the Department has approved an updated cost estimate by preparing a cost verification memo (CVM) for the Project; and,

NOW THEREFORE, the parties wish to supplement the aforementioned Agreement whereby the following provisions are amended:

3. FUNDING

TOTAL AVAILABLE FUNDING

The Department and the Municipality have re-evaluated total estimated project costs and the Department has provided a Cost Verification Memo (CVM), which is the basis for the Total Available Funding for the Project. If costs exceed the Total Available Funding, the Department and the Municipality will confer to determine the eligibility of additional costs and to identify funding for those costs. The Department will provide a new CVM, and the Department and Municipality shall enter into a Supplemental Agreement.

PROGRAMMING AND AUTHORIZATION OF FEDERAL FUNDS

The Project was selected through NCDOT's Project Prioritization Process and is currently programmed in the State Transportation Improvement Program (STIP) with Transportation Alternative Program (TAP). 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 Municipality 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 Municipality with the provisions set forth in this Agreement and the availability of federal funds, the Department shall reimburse eighty percent (80%) of eligible expenses incurred by the Municipality up to a maximum amount of Three Million Three Hundred Eight Thousand Five Hundred Twenty-Five Dollars (\$3,308,525) and the Municipality shall provide the non-federal match. The Municipality is responsible for all non-eligible costs.

FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match \$	Non-Federal Match Rate
TAP Agreement #11493	\$1,672,000	80%	\$418,000	20%
TAP Supplemental #13125	\$1,360,000	80%	\$340,000	20%
TAP Supplemental #13629	\$276,525	80%	\$69,131	20%
Subtotal	\$3,308,525		\$827,131	
Total Available Funding			\$4,135,656	

FUTURE FUNDING AWARD

If costs exceed the Total Available Funding noted in the Funding Table above, the Municipality and the Department shall confer on the eligibility of additional costs. The Department must concur that additional costs are reasonable and eligible for reimbursement by providing an updated CVM. Additional Federal funds will be reimbursed at 80%. The Municipality shall provide the 20% non-federal match. The Department and the Municipality shall enter into a Supplemental Agreement to reflect additional funding.

21. OTHER PROVISIONS

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.

Except as hereinabove provided, the Agreements heretofore executed by the Department and the Municipality on 6/29/2023, 2/10/2025 and 8/21/2025 are ratified and affirmed as therein provided.

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 Municipality by authority duly given.

L.S. ATTEST:

SOUTHERN PINES

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

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

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:

Southern Pines

DEPARTMENT OF TRANSPORTATION

BY: _____

(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (Date)



ORDINANCE #3202
AMENDING THE BIKE TRANSPORTATION PROJECT BUDGET

BE IT ORDAINED, by the Town of Southern Pines Town Council, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project budget is hereby amended:

Section 1: The project authorized is for the purpose of developing bike routes, bike signage and policies and procedures as identified in the approved bike plan.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following additional amount is appropriated for the project:

Knoll Road Trail Grant Expenditures	<u>\$ 276,525</u>
Total Additional Project Appropriation	<u>\$ 276,525</u>

Section 4: The following additional revenue is anticipated to be available for this project:

Grant Proceeds	<u>\$ 276,525</u>
Total Additional Project Revenues	<u>\$ 276,525</u>

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Section 6: This amendment replaces the portion of Ordinance #3188 approved on June 9, 2026 related to the Bike Transportation Project Fund.

Section 7: This amended ordinance becomes effective June 23, 2026.

I certify that this ordinance was adopted by the Town Council of the Town of Southern Pines at its meeting of June 23, 2026 as shown in the minutes of the Town Council for that date.

Elizabeth Robertson, Town Clerk



MINUTES

Tuesday, May 12, 2026: 6:00 PM

Town Council Business Meeting

E.S. Douglass Community Center: 1185 W. Pennsylvania Ave

1. CALL TO ORDER

Mayor Clement called the meeting to order. The following members of Town Council were present: Mayor Taylor Clement; Bill Pate; Ann Petersen; Debra Gray; and Bob Curtin.

2. PLEDGE OF ALLEGIANCE

3. TOWN MANAGER'S COMMENTS

Before Town Manager Reagan Parsons started his review, Mayor Clement congratulated Councilmember Reverend Doctor Debra Gray on her receiving her doctorate.

Mayor Clement requested to move item 8d: FY27 Budget Hearing to right after 5: Consent Agenda. Town Manager Reagan Parsons provided an update of the Town Hall move and then reviewed the agenda items for Council.

Mayor Pro Tem Pate moved to adopt the meeting agenda as presented with the following change: move item 8d: FY27 Budget Hearing to after 5: Consent Agenda. The motion was seconded by Councilmember Gray and the vote was unanimous.

Motion passed.

4. PUBLIC COMMENTS

Alisha Hakaday, 857 West Iowa Ave, addressed her frustration with the parking at Hines Park along the fence line and asked if signs could be posted designating where parking is or is not allowed.

Linda White of 1160 W. Illinois Ave shared how much she and other seniors appreciated all the work that former employee Bridgett Sampson did for them and that she would be missed within the community. Dorothy Brower of 102 East Monroe would like to echo Ms. White's sentiments regarding Bridgett Sampson.

- Ms. Brower asked the Council for assistance in resolving a pungent sewer odor that is occurring around Midland Ave, to Knollwood and then to Michigan Ave. Is is supposedly from a county line and Ms. Brower requested the Towns help in communicating the problem to the responsible party and facilitating a resolution.

5. CONSENT AGENDA

Mayor Pro Tem Pate moved to adopt the Consent Agenda, seconded Councilmember Gray; the vote was unanimous.

Motion passed.

a. Budget Amendment

Finance and Grounds staff request an amendment appropriating \$7,000 from the cemetery reserve for necessary fence work.

b. Approve Construction Contract for North Pressure Zone Elevated Storage Tank

Approve Construction Contract for North Pressure Zone Elevated Storage Tank following formal bid. Staff ask Council to approve award of the Construction Contract to Phoenix Fabricators and Erectors, LLC and authorize the Town Engineer to execute the agreement.

c. Accept Non-Warranty Deed for Partner Circle

Partner Circle is currently a town-maintained road. The original dedication of the Partner Circle right-of-way was via plat. The subsequent acceptance was through inclusion in the Town's Powell Bill reporting and ongoing Town maintenance. The property owner now wishes to deed the underlying property to the Town.

d. Budget Amendment

Budget amendment to transfer funding from the Water/Sewer Upgrade fund to a new Sanitary Sewer Modernization - Phase II fund for engineering costs.

e. Reappoint Andrew Speck to Planning Board

The Planning Director requests that the Town Council consider reappointing Andrew Speck to a second term on the Planning Board.

f. Resolution #1071 Amended — Designate Public Forum Areas in Southern Pines Facilities

Resolution #1071 has been amended to include the new Town Hall facility and changes in use for the Administration Building, Finance Building and E.S. Douglas Community Center.

g. Meeting Minutes

Staff has prepared the following meeting minutes for approval:

- April 14, 2026, Town Council Business Meeting Minutes
- April 28, 2026, Town Council Work Session Meeting Minutes

6. ACTION ITEMS

a. Architectural Compliance Permit for Lot 9 of Tyler's Ridge (File #AR-04-26)

Request submitted by James B. O'Malley, Trustee for approval of an Architectural Compliance Permit for development of a 4,000 square foot single-story retail building located on Lot 9 of the Tyler's Ridge development. The orientation of the proposed building and building materials do not meet the standards of UDO Section 4.10.4 so Town Council approval is required.

Planner II Gene Ruiz presented the staff report and staff presentation.

Paul Saatoff of V3 Companies was present to represent the applicant.

- Discussion ensued over awning materials and requirements.
- Questions were made by the Council about the need to approve the requested deviation on building materials with the point being made that the requirements are in place for a reason.

Mayor Pro Tem Pate moved to approve AR-04-26 as set forth in the building elevations date April 17, 2026, with proposed deviations to building materials as specifically described in the May 12, 2026, staff report, seconded by Councilmember Gray; the vote was unanimous. Motion passed.

7. PUBLIC HEARINGS - EVIDENTIARY

a. Special Use Permit for Expansion of Nonconforming Building & Site at "The Barn" (File #SU-01-26)

Request for a Special Use Permit to expand an existing nonconforming commercial site at 305 Rothney Avenue (former JFR Barn or "The Barn") into a restaurant/event venue with indoor and outdoor gathering spaces. Proposed improvements include additional second-floor space, outdoor structures, landscaping upgrades, and operational enhancements.

Mayor Clement opened the hearing and provided an overview of the Evidentiary Hearing process. Mayor Clement swore in all potential witnesses.

Town Attorney Mac McCarley qualified the Council by asking councilmembers to disclose the following relative to the application and property: any specialized knowledge; a fixed opinion not subject to change; close relation to the applicant or property owner; and/or a financial interest

in the outcome. All councilmembers answered no. Town Attorney McCarley also asked the applicant if they wished to challenge any members of Council's standing. No objections were voiced.

Planner II Gene Ruiz presented the staff report and staff presentation.

Reno Role, applicant, addressed the Council and presented a PowerPoint slide show to the Council.

- Parking and parking agreements with adjacent businesses were discussed.

Mayor Clement asked for public comments and none were voiced.

Mayor Clement closed the hearing.

Mayor Pro Tem Pate moved to adopt Attachment One of the staff report, as drafted, as Findings of Fact for SU-01-26, seconded by Councilmember Gray; the vote was unanimous. Motion passed.

Mayor Pro Tem Pate moved to approve the Special Use Permit for SU-01-26 with the following four conditions set forth in the staff report:

1. No more than one (1) 40-foot CONEX container shall be permitted on the subject property as part of this Special Use Permit approval. The container shall comply with the standards of UDO §5.3.2(E), shall remain outside all required setbacks, and shall be fully screened from adjacent public rights-of-way and adjoining properties through fencing and landscaping approved by the Planning Department. All required screening shall be installed prior to operation of the approved event venue use and shall be maintained in perpetuity.

2. The approved event venue and expanded restaurant use shall maintain a minimum of 104 parking spaces in accordance with the approved administrative parking reduction under UDO §2.46(D). The property owner shall maintain valid off-site parking agreements sufficient to address the identified parking deficiency associated with the expanded nonconforming use and to accommodate parking demand during special events and periods of increased occupancy. At a minimum, the executed parking agreements with the Veterans Motorcycle Club and Our Savior Lutheran Church shall remain in full force and effect for the duration of the approved use, or equivalent agreements shall be provided. Any lapse, termination, or reduction in the approved off-site parking arrangements resulting in noncompliance with the required parking count shall constitute a violation of this Special Use Permit unless otherwise approved by the Town and may result in enforcement action, including revocation of the permit.

3. The approved two (2) 26-foot by 60-foot pole barns located within the rear "Barnyard" area shall be limited to outdoor dining, gathering, and relaxation activities accessory to the approved restaurant and event venue use. The structures shall comply with all applicable standards of the Unified Development Ordinance, including required setback, height, and building code requirements. The pole barns shall remain outside all required setbacks for the General Business (GB) zoning district and Urban Highway Corridor Overlay for the duration of the approved use.

4. The approved eight (8) foot tall privacy fence associated with the rear "Barnyard" area shall be limited to the interior portions of the site and shall be designed to provide screening, security, and noise attenuation for the approved outdoor activity areas. Any portion of the fence located along the exterior perimeter of the property shall not exceed six (6) feet in height in accordance with applicable Unified Development Ordinance standards. Additional landscaping and vegetation may be utilized to supplement screening and achieve the intended buffering effect along the property perimeter, subject to Planning Department approval.

The motion was seconded by Councilmember Gray and the vote was unanimous. Motion passed.

b. Preliminary Development Plan for Mavis Tire (File #PD-07-25)

MSP Outlots, LLC has submitted a Preliminary Development Plan application to develop a Mavis Tire on Lot 4 in Phase 4 of the Morganton Park South Planned Development. The property is directly south of Morganton Road between Carolina Green Parkway and Old Morganton Road. This agenda item is continued from the April 14, 2026 Town Council meeting.

Mayor Clement opened the hearing and provided an overview of the Evidentiary Hearing process. Mayor Clement swore in all potential witnesses.

Town Attorney Mac McCarley qualified the Council by asking councilmembers to disclose the following relative to the application and property: any specialized knowledge; a fixed opinion not subject to change; close relation to the applicant or property owner; and/or a financial interest in the outcome. All councilmembers answered no. Town Attorney McCarley also asked the applicant if they wished to challenge any members of Council's standing. No objections were voiced.

Planner II Gene Ruiz reminded all present that this a continuation from last month's meeting and gave a brief overview of the application and staff report.

- Discussion was had regarding access points to the property.

Andy Mueller of BL Companies was present to represent the applicant and answer any questions.

Councilmember Gray moved to adopt Attachment One of the Staff report, as drafted, as Findings of Fact for PD-07-25, seconded by Councilmember Curtin; the vote was unanimous.
Motion passed

Councilmember Gray moved to approve the Preliminary Development Plan for PD-07-25, seconded by Mayor Pro Tem Pate; the vote was unanimous.
Motion passed.

8. PUBLIC HEARINGS - LEGISLATIVE

a. Right of Way Abandonment Request - Leonard and Beth Gaddis (File #RA-01-26)

Leonard and Beth Gaddis are requesting abandonment of an approximately 10,484 square foot unimproved right-of-way located off Hill Road adjacent to their property at 1220 E. Indiana Ave. The petitioners state the purpose is to allow for additional stormwater management and landscaping between adjacent properties. This item is continued from the April 14, 2026 Town Council meeting.

Jeremy Sparrow of Longitude Planning Group requests a continuance request a continuance on behalf of the applicants, Mr. and Mrs. Gaddis.

Mayor Clement opened the public hearing and continued it to the next Town Council Business Meeting on June 9, 2026.

Councilmember Petersen advised Mr. Sparrow that she had concerns regarding the right-of-way abutting the two properties, that she would like to see a detailed plan on erosion control measures being taken by the Gaddis's, and would like a letter from the Martin's and the Holden's as acknowledgment of the proposed plan. Councilmember Petersen reiterated that this is a discretionary decision and cautioned against the unforeseen impacts some erosion control measures can have on neighbors.

b. Conditional Zoning District for Sandhills Presbyterian Church (File #Z-02-26)

A rezoning request has been submitted for an approximately 11.31-acre property at 650 Pee Dee Road, currently zoned RS-3, to GB-CD to support the continued operation and phased expansion of Covenant Preparatory School within the existing Sandhills Presbyterian Church campus. The proposal includes construction of new classroom facilities, removal of temporary structures,

additional parking, and site improvements in Phase 1, followed by larger school and church expansions, administrative space conversion, enhanced outdoor amenities, and trail connections in future phases. This agenda item is continued from the April 14, 2026 Town Council meeting.

Mayor Clement opened the hearing.

Planner II Mason Mattox presented the staff report and presentation to the Council.

- Discussion regarding access and turn lane requirements was had.
- Discussion was made regarding athletic lights.

Jeremy Sparrow of Longitude Planning Group presented on behalf of the applicant. Scott Bolton also responded to Council questions regarding projected school population impacts. Morgan Cook of Kimley-Horn addressed traffic-related questions and concerns. Phil Bivens, Board Member and Pastor Emeritus, spoke before the Council regarding traffic concerns associated with the project.

Councilmember Petersen requested a condition be added that the school would not install stadium lighting. After discussion among the councilmembers and staff, it was decided to add to condition 14 that *lighting shall confirm with the UDO and that lighting associated with the ballfield depicted in the site plan to be limited to using total cutoff luminaires and their standards as shown in the residential district category of the UDO exhibit 4-11.*

The Mayor opened the public hearing for public comment. No comments were received.

Mayor Clement closed the hearing.

Councilmember Gray moved that after reviewing the proposed Conditional Zoning District and after considering the criteria for approval of zoning map amendments found in UDO §2.17.9 the proposed amendment to the Town of Southern Pines Zoning Map is reasonable, in the public interest, and consistent with the criteria set forth in the Town of Southern Pines Unified Development Ordinance §2.17.9. The motion was seconded by Councilmember Curtin and the vote was unanimous. Motion passed.

Councilmember Gray moved to approve Z-02-26 with the following amendment made to Condition 14 by the Town Council and accepted by the applicant: *lighting shall confirm with the UDO and that lighting associated with the ballfield depicted in the site plan to be limited to using total cutoff luminaires and their standards as shown in the residential district category of the UDO exhibit 4-11.* The motion was seconded by Councilmember Curtin and the vote was unanimous. Motion passed.

c. Proposed Amendments to UDO Regarding Open Space Design (File #OA-02-26)

Proposed amendments to the Unified Development Ordinance (UDO) to clarify and prioritize how required open space is designed, emphasizing preservation of natural features such as mature trees, sensitive areas, and buffers while maintaining existing open space quantity requirements. The proposed amendments introduce defined open space categories, establish minimum tree preservation expectations, add flexibility through administrative modifications, and include incentives to encourage developments that maximize preservation of existing natural resources.

Senior Planner James Broadwell presented the proposed amendments to the Council.

Mayor Clement suggested a continuance to allow council to review the options. Discussion ensued.

Ray Owen, long-time resident who worked on the panel with planning department staff to craft the amendments, expressed his pleasure at working on the project and at the diversity of the panel members.

Mayor Clement continued the hearing to the June 9, 2026, Town Council Business Meeting.

d. FY 27 Budget - First Public Hearing

The Town Manager will present the draft FY27 Budget for Public Hearing. A second Hearing and request for adoption will occur at the June Business Meeting of Council.

Mayor Clement opened the hearing.

Town Manager Parsons shared a presentation of the proposed FY 27 Budget to the Council.

- Discussion ensued the Municipal Service District and how the taxes are utilized. Council agreed to the proposed \$0.03 increase to fund future expenses for that area.

- Discussion regarding the proposed 2% increase in water and sewer for funding future maintenance and projects for that department

The Mayor opened the public hearing for public comment. No comments were received.

Mayor Clement closed the public hearing.

9. ADJOURNMENT

Upon motion by Councilmember Gray, seconded by Councilmember Curtin and carried unanimously, Council adjourned at 9:53 pm.

Motion passed.

Respectfully submitted:

Elizabeth Robertson, Town Clerk



MEMO

To: Town Council
From: Jessica Roth, ICMA-CM, Assistant Town Manager
Cc: Reagan Parsons, ICMA-CM, Town Manager
Date: June 23, 2026
Re: Date Selection for Town Hall Open House

Background

Town Hall is now open to the public, and staff is beginning to plan a public grand opening and open house. We are asking that Council select an August date to host the event.

Event Details

We envision this as an interactive, family-friendly, behind-the-scenes opportunity for the community to explore the building, learn more about the services provided in Town Hall, and connect with the employees that serve them. Staff recommends a **drop-in style event from 4-7pm** so that residents can attend as their schedules allow, including those who work during the day.

Staff recommends holding the event in August so that Town Hall is fully ready for visitors, including offices and public areas being complete, organized, and welcoming. We believe that holding the event before the start of the school year will be appreciated by families and those who work in the schools.



Recommended Dates

Based on staff availability as well as conflicts like Council and board meetings, specific FY 25-26 audit timelines, and similar, we have identified some dates for Council consideration:

- Thursday, August 6
- Monday, August 10
- Thursday, August 13

If none of the above dates work, we have identified Wednesday, August 12 as a viable option, though it was not a preferred date for some teams.

Council Action

Staff requests that Council select a date at the June 23rd work session. Staff will continue developing the event plan, including department participation, public engagement activities, communications, and logistics.



We enhance the lives of everyone in Southern Pines through learning opportunities, recreation activities, parks and natural spaces, and superior services. It's the Southern Pines Way.

Securing Public Trust in LPR







Why Flock Safety is the privacy-protecting license plate recognition (LPR) choice for cities – legally, technically, and reputationally.



As communities demand both safety and accountability, city leaders must **ensure that any LPR program is designed to protect civil liberties and remain in compliance** with local laws and policies. The Flock LPR system is built with Privacy by Design: we collect only what is visible from public roadways, enforce strict retention, and hard-code safeguards that limit inappropriate access.

The Flock Standard: Four Ways Communities Can Improve Public Trust Around LPR

Flock's LPR ensures community safety doesn't come at the expense of community values.

 <p>Federal Sharing Safeguards</p> <p>Flock does not contract with ICE or DHS.</p>	 <p>No Data Resale</p> <p>Flock does not sell or share LPR data and is not a data broker.</p>	 <p>Breach and Security Risk</p> <p>Flock uses CJIS-aligned controls (including encryption at rest and in transit) and our cloud has never been compromised.</p>	 <p>Built In Transparency</p> <p>Flock offers permanent audit trails, automatic data deletion, and transparency portals</p>
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What Flock LPRs Collect (and What We Don't)

 <p>Collected:</p> <p>License Plate Text, Date/Time, Camera Location, and Basic Vehicle Attributes (Make/Model/Color) - All Observable From Public Roadways.</p>	 <p>Not Collected:</p> <p>Names, Addresses, Phone Numbers, Driver Identity, Biometric Identifiers, or Other Confidential Personal Information.</p>
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Bottom line: Flock's LPR is **not connected** to DMV records and does not build a database of people, only vehicle attributes already visible in public

Safeguards That Limit Federal Access



No national or statewide lookups for federal agencies: federal agencies are excluded from the nationwide and statewide network search capabilities.



Compliance with state-level restrictions: in states such as California and Virginia, legal restrictions that govern federal or out-of-state access to LPR data are coded directly in the platform to help customers with compliance.

Council FAQ

Q: How do we know this won't be used for unauthorized immigration enforcement?

A: There is no backdoor access into Flock. Flock does not contract with ICE or DHS, and federal agencies are excluded from national and statewide network search capabilities. In states such as California and Virginia, legal restrictions that may limit federal or out-of-state access to publicly funded LPR data are supported within the platform to help agencies comply.

Q: Does LPR capture confidential personal information?

A: No. Flock captures plates and vehicle characteristics that are visible from public roadways. It does not capture names, addresses, phone numbers, or driver identity.

Q: What happens to the data after 30 days?

A: By default, it is permanently deleted via a 30-day hard delete, supporting investigations while limiting long-term surveillance risk.

Q: If a citizen complains about misuse, can we audit access?

A: Yes. Every search requires a justification, and agencies can access a comprehensive audit trail for their organization showing who searched, when, and why.



The Executive Takeaway

If your city is considering LPR, the critical question is not whether LPR works, it's whether your vendor minimizes legal, security, and reputational risk. Flock's Privacy-by-Design model, hard-coded safeguards limiting federal access, strict default retention, and CJIS-aligned security controls make it the **lowest-risk LPR option to defend in public.**



MEMO

To: Town Council, Town Manager Parsons
From: ATM Cameron
Date: 06/19/26

Re: Development of a MOU with Moore County Airport

In anticipation of the establishment of commercial air service at the Moore County Airport, I have met with Airport Executive Director Rick Cloutier several times recently to discuss operational requirements and responsibilities related to Fire coverage and FAA requirements. During these discussion we have reached tentative agreement on several key points. The Airport has indicated that they need a written agreement/MOU/Contract to memorialize these arrangements, primarily to provide to the FAA to show that they have covered their ARFF requirements and clarify responsibilities.

Background

- The Airport has secured a commitment from a regional airline to provide scheduled passenger service between Moore County Airport and Dulles International Airport.
- Commercial service is anticipated to begin during late spring or early summer of 2027.
- Initial flights are expected to consist of one arriving and one departing flight per day, seven days per week.
- Airport leadership has also indicated that additional commercial service from another airline may be possible in the near future.

ARFF Coverage Requirements

- The Airport has requested that the Southern Pines Fire Department provide ARFF coverage for commercial airline operations, as the airport already lies in our Fire District.
- FAA regulations require ARFF coverage during commercial passenger operations.
- Coverage would initially consist of one certified firefighter assigned to each arriving and departing commercial flight.
- Pursuant to FAA Part 139 requirements, the firefighter must be on-site and ready for duty at least thirty (30) minutes prior to the scheduled arrival of the aircraft and remain on-site for at least thirty (30) minutes following the aircraft's departure.
- All personnel assigned to ARFF coverage must possess current Airport Firefighter Certification through an approved training agency. The certification is granted through the North Carolina Office of the State Fire Marshal (NCOSFM).

Training and Certification

- Southern Pines Fire Department has coordinated Airport Firefighter Certification training through Sandhills Community College, Stanley Community College, and the North Carolina Office of State Fire Marshal. All three agencies must be involved in us obtaining this certification.
- Three certification classes have been scheduled later this year.
- Based upon anticipated scheduling needs, SPFD estimates that approximately twelve (12) firefighters will be required to reliably staff the coverage assignments.

- Airport coverage will NOT be provided using on-duty fire department personnel assigned to normal emergency response operations.
- The Airport has agreed to reimburse the Town for overtime costs associated with training the initial twelve firefighters required to support the program.
- To provide operational flexibility and improve our preparedness, SPFD intends to make Airport Firefighter Certification required for all department personnel.
- Because the airport is located within the department's response area, expanding this training will enhance the department's ability to respond effectively to aircraft emergencies occurring on or near airport property.
- The Airport should agree to reimburse the Town for all future FAA-required recertification, new certifications and continuing education expenses, including employee salary and related personnel costs.

Staffing and Compensation

- ARFF coverage will be provided through an extra-duty staffing model.
- The Town will invoice the Airport monthly for coverage provided.
- The proposed billing rate is \$65.00 per hour per firefighter to cover the \$45.00 hourly wage, benefits accrued to it, and administrative costs around scheduling, billing, timekeeping, and payment.
- The agreement should include a mechanism allowing future rate adjustments based upon administrative changes in extra-duty compensation rates brought about by increased external costs, market area extra duty rates, or the ability to fill required time slots.
- SPFD may utilize qualified extra-duty personnel from other fire departments when appropriate, provided they possess all required certifications. We hire and qualify who we choose to hire and qualify.

Equipment and Personal Protective Equipment

- The Airport shall be responsible for purchasing, maintaining, repairing, testing, and replacing all ARFF apparatus, vehicles, tools, equipment, and supplies required for airport operations.
- SPFD will provide technical guidance and recommendations regarding ARFF equipment selection, specifications, operational readiness, and maintenance requirements.
- SPFD will utilize existing department software to establish equipment inventory, inspection, and tracking procedures.
- Any deficiencies identified during inspections or inventory checks will be reported to Airport staff for corrective action.
- ARFF personnel will utilize Town-issued structural firefighting personal protective equipment (PPE), including turnout gear, due to the individualized sizing and fit requirements.
- The agreement should consider requiring the Airport to fund the purchase of two sets of firefighter PPE annually to offset equipment replacement costs associated with supporting airport operations.

Future Operational Considerations

- Should commercial flight activity increase beyond the capacity of the extra-duty staffing model, either party may request renegotiation of the agreement.
- Future modifications may include the use of full-time personnel managed by SPFD or other staffing arrangements necessary to meet FAA requirements and operational needs.
- The agreement should include provisions for periodic review and adjustment as airport operations expand.

YMCA Withdrawal from Southern Pines Project

Jeff Darling <jeff.darling@ymcaofthesandhills.org>

Reagan Parsons Parsons@southernpines.net

Hello Reagan,

I wanted to thank you and the Town Council for the gifting of the property for the development of a YMCA in Southern Pines. Final decisions and execution of the gift came about as my predecessor, Rick Houpp, was retiring, and I was hired as the new CEO of YMCA of the Sandhills. Being new to North Carolina, my first several months were spent just getting to know the area and the operation. I quickly learned that nearly all of my attention was needed to focus on the existing operations in Cumberland and Harnett Counties. Even with the needed attention, I was intentional at spending time in Southern Pines and getting to know the needs of the community. We conducted a market study that clearly showed a need for YMCA programs in Moore County, and I was very encouraged. For the past year, I have been working on raising the necessary funding to complete some preliminary drawings that would be needed for the fundraising campaign. Unfortunately, we never achieved the necessary funding to complete this step. While there were several individuals who contributed, it was not enough to complete this stage of the project. With upcoming deadlines in the agreement, and after careful consideration, and input from the Board of Directors, we regretfully will be giving back the property. I still believe that a YMCA is needed in the community, but we are not in a position to provide the necessary capital to meet the contractual deadlines, and move to the next step.

Please let me know what I will need to do to complete the transfer back to the town.

Again, I am truly thankful for your leadership and vision, and for giving us the opportunity to make a difference in Southern Pines. I truly wish there was a different outcome.

Sincerely,

Jeff Darling
President and CEO
YMCA of the Sandhills
2717 Ft Bragg Rd.
Fayetteville NC, 28303

www.ymcaofthesandhills.org