VILLAGE COUNCIL
MINUTES FOR WORK SESSION OF JANUARY 28, 2020
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA

IMMEDIATLEY FOLLOWING THE REGULAR MEETING

The Pinehurst Village Council held a Work Session at 6:35 p.m., Tuesday, January 28, 2020, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Mr. John C. Strickland, Mayor
Ms. Judy Davis, Mayor Pro Tem
Ms. Lydia Boesch, Treasurer
Mr. Kevin Drum, Councilmember
Ms. Jane Hogeman, Councilmember
Mr. Jeffrey Sanborn, Village Manager
Ms. Beth Dunn, Village Clerk

And approximately 8 attendees, including 6 staff.

1. **Call to Order.**
   Mayor John Strickland, called the Council work session to order.

2. **Discuss Recommended Changes to Fees and Charges Schedule.**
   Brooke Hunter, Financial Services Director, stated the Village's Fees and Charges Policy calls for the periodic review of all fees and charges and staff has conducted a review and are recommending several changes. All of the proposed fee changes, if approved, would become effective July 1, 2020.

   Ms. Hunter explained that for the Fire Department, staff is recommending adding a $50 fee for the first re-inspection of a location if violations identified in the previous fire inspection are not corrected. The intent of this fee is to reduce the number of re-inspections performed by Fire Department staff and encourage timely corrections to fire code violations. In the Planning Department, staff is recommending adjusting the fees for the General Concept Plan and Minor Site Plan permits to reflect revised estimates in the amount of staff time spent on each permit. Also, staff is proposing removing the fee for residential right-of-way permits, as the review requires very little staff time, and we want to encourage residents to obtain encroachment agreements. Commercial organizations would still be required to pay the $50 fee for right-of-way permits.

   Ms. Hunter explained the most significant changes to the fee schedule this year relate to the Fair Barn facility. Staff has researched similar competing event venues and compared their pricing to ours and found that most venues charge a flat package price. Therefore, staff recommends following this trend and offering a package rate, which would be charged in addition to the applicable base fee. The package rate proposed includes all Fair Barn amenities for one flat rate, $1,500 for residents and $2,000 for non-residents and commercial rentals, and eliminates the individual pricing for each item, such as a dance floor or stage. However, renters wishing to use only tables and chairs with their facility rental may still do so on a per table/chair basis, but if any additional amenity is requested, the package rate would apply. Ms. Hunter noted the fee for individual chairs is proposed to increase to $6.00 per chair for all categories of renters, which is more in line with, but still less than, outside rental company charges. Also, an increase of approximately 3% in base fees is recommended and the required $150 cleaning fee has been added to the base fee to eliminate the separate charge. Mark Wagner, Parks and Recreation Director, explained that for Fair Barn non-profit rentals, staff recommends that all organizations who meet the criteria for a non-profit 501(c) 3-7 pay the package rate of $1,500 and have all

other fees waived. Council and staff discussed sponsorship requests for use of the Fair Barn and how to streamline the process and amend the sponsorship policy.

Ms. Hunter explained for the Harness Track, staff is recommending an increase for most fees, as none of these fees have been increased since at least July 2015, with some dating even further back. Mr. Wagner explained for monthly stall rentals, staff recommends decreasing the rate. Discussions with current and prospective trainers indicated an interest in bringing additional horses to the Harness Track for a portion of the season if the monthly rate was lower. Council agreed to go ahead and add a monthly stall rental fee of $325 to the schedule now to entice monthly rentals this season, since the stalls are not at full capacity.

Ms. Hunter explained that also in Parks and Recreation staff is recommending converting the Non-Resident Family Membership to a single renewal date of January 1st each year, instead of a rolling 12 month period. Staff also proposes renaming the Temporary Use Permits section to Special Events Permits since Temporary Use Permits are used for a specific purpose in the Planning and Inspections Department and are not for permitting community events. Ms. Hunter stated that lastly a description has been added to the Community Center section to define weekday rentals as Monday through Thursday and weekend rentals as Friday through Sunday, which is consistent with our Fair Barn facility rentals.

3. **Other Work Session Business.**
   No other business was discussed.

4. **Motion to Adjourn.**
   Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Boesch, Council unanimously approved to adjourn the work session by a vote of 5-0 at 7:35 p.m.

Respectfully Submitted,

Beth Dunn

Beth Dunn,
Village Clerk

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

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.
Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.
Values: Service, Initiative, Teamwork, and Improvement