



**Village Council
Agenda for Regular Meeting of February 11, 2025
Assembly Hall
395 Magnolia Road, Pinehurst, NC 28374
Pinehurst, North Carolina
4:30 PM**

1. Call to Order
2. Invocation and Pledge of Allegiance
 - A. Invocation by Pastor Hugh Tudor-Foley
3. Reports
 - A. Manager
 - B. Council

4. Motion to Approve Consent Agenda

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

- A. Approval of Village Council Meeting Minutes
 1. January 28, 2025, Regular Meeting Minutes
 2. January 28, 2025, Work Session Minutes
 3. January 28, 2025, Closed Session Minutes
- B. Budget Amendment Report

End of Consent Agenda

5. Proclamation
 - A. Recognition of James Walker Tufts' 190th Birthday (February 11, 1835)
6. Public Comments
7. Resolutions
 - A. Resolution 25-06 Appointment of Mr. Devin Macfarlane to the Planning & Zoning Board and Board of Adjustment

B. Resolution 25-07 Amending the Fees & Charges Schedule Effective July 1, 2025

8. Ordinances

A. Ordinance 25-02 Adoption of Pinehurst Social District 2025 Activation Dates

9. Regular Business

A. FY 2025 Bi-Annual Police Report

B. Adopt Updated Neighborhood Advisory Committee Map

C. FY 2025 Quarterly Strategic Operating Plan Update for the Quarter Ended December 31, 2024

10. Other Business

11. 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.



Invocation by Pastor Hugh Tudor-Foley
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 02/05/2025

MEMO DETAILS

ATTACHMENTS

None



January 28, 2025, Regular Meeting Minutes
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 01/29/2025

MEMO DETAILS

ATTACHMENTS

1. 01.28.2025 DRAFT Regular Meeting Minutes



**Village Council
Minutes for the Regular Meeting of January 28, 2025
Assembly Hall
395 Magnolia Road
Pinehurst, North Carolina
4:30 p.m.**

The Pinehurst Village Council held a Regular Meeting at 04:30 p.m., Tuesday, January 28, 2025, in the Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. Patrick Pizzella, Mayor
Dr. Jeff Morgan, Councilmember
Ms. Barb Ficklin, Councilmember
Mr. John Taylor, Mayor Pro Tem
Mr. Jack Farrell, Councilmember
Mr. Doug Willardson, Village Manager
Ms. Shannon Konstantinou, Village Clerk
Mr. Paul Conners, IT Systems Specialist

And approximately 18 members of the audience in attendance, in addition to 6 staff and 1 press.

1. Call to Order.

Mayor Pizzella called the Village Council meeting to order at 04:31 p.m.

2. Invocation and Pledge of Allegiance.

A. Invocation by Ms. Katie Hoerster, Associate Pastor for the Pinehurst United Methodist Church

Mayor Pizzella announced that the Applicant for Public Hearing No. 1 for an Official Zoning Map Amendment (agenda item 6.A.) has withdrawn their application from consideration and Public Hearing No. 1 is cancelled.

Upon a motion by Mayor Pizzella, seconded by Mayor Pro Tem Taylor, and upon the request of the Applicant to withdraw consideration of the proposed Official Pinehurst Zoning Map amendment as it pertains to the rezoning of approximately 0.7 acres located at the intersection of Kelly Road and McIntyre Road consisting of Moore County Parcel ID # 00018470, Council unanimously approved to remove "Public Hearing No. 1 for an Official Zoning Map Amendment" from the January 28, 2025, Council Regular Meeting agenda by a vote of 5-0.

3. Reports:

Village Manager

- Mr. Doug Willardson reported on the February 01, 2025, Kid's Saturday event at Given

Memorial Library; the registration for the Spring programs with Parks & Recreations being open; the Neighborhood Advisory Committee recruiting for new representatives to fill vacancies; and Wednesday, January 29, 2025, being the last day Solid Waste will pick up live Christmas trees.

Village Council

- Mayor Pizzella reported on the January 28, 2025, tour of the FirstHealth Central Energy Plant facility; the January 27, 2025 Neighborhood Advisory Committee meeting; the January 28, 2025, Tri-Cities meeting in Aberdeen; Moore County Commissioner Tom Adam's recent comments in The Pilot regarding State legislation; the January 22, 2025, Sandhills Metropolitan Planning Organization Regular Meeting; and recent comments on NextDoor praising the Village's inclement weather notifications.
- Councilmember Morgan reported on the January 22, 2025, Central Pines Regional Council meeting and on the January 28, 2025, Friend to Friend luncheon at the Fair Barn.
- Mayor Pro Tem Taylor reported on the January 08, 2025, Technical Coordinating Committee Regular Meeting; the recent design change meeting for Moore County Airport (second of three); the January 27, 2025, Neighborhood Advisory Committee meeting; and the January 28, 2025, tour of the FirstHealth Central Energy Plant facility.
- Councilmember Ficklin reported on the January 28, 2025, tour of the FirstHealth Central Energy Plant facility and on the "Living in Deer Country" section of the vopnc.org "Hot Topics" page.
- Councilmember Farrell reported on the January 21, 2025, Bicycle and Pedestrian Advisory Committee meeting; the January 27, 2025, Neighborhood Advisory Committee meeting; and on the January 28, 2025, tour of the FirstHealth Central Energy Plant facility.

Mr. Willardson, also, stated the Village is aware of the issues with the traffic signal at the intersection of Spring Lake Rd. and HWY 15-501 and NCDOT is looking into this issue along with other traffic signal issues along HWY 15-501.

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

- January 14, 2025, Special Meeting Minutes
- January 14, 2025, Regular Meeting Minutes
- January 14, 2025, Work Session Minutes

End of Consent Agenda.

Mayor Pro Tem Taylor verified with Mayor Pizzella that he should refrain from voting on approval of the past meeting minutes due to being absent from the meetings in question.

Upon a motion by Councilmember Farrell, seconded by Councilmember Ficklin, Council unanimously approved the Consent Agenda by a vote of 5-0 (automatic "yes" vote for Mayor Pro Tem Taylor due to an unexcused absence from voting).

5. Public Comments.

Mr. Lew Maurer, Juniper Creek Blvd. resident, spoke in opposition to the proposed Bicycle and Pedestrian path for the Pinehurst No. 6 neighborhood.

Ms. Valerie Mead, Kelly Rd. resident, spoke in favor of the withdrawal of Public Hearing No. 1 for the proposed Official Zoning Map Amendment.

Mayor Pizzella expressed the need for thoughtful review of proposed developments and detailed consideration of the impact developments may have on a neighborhood, and verified with Mr. Alex Cameron, Planning & Inspections Director, what options the Applicant for Public Hearing No. 1 would have for development of the property now that the proposal for an Official Zoning Map amendment has been withdrawn.

6. Public Hearing.

A. Public Hearing No. 1 for an Official Zoning Map Amendment

Removed from the January 28, 2025, Regular Meeting agenda by a previous motion.

7. Ordinance.

A. Consider Ordinance 25-01 Zoning Map Amendment (Kelly & McIntyre Rd.)

Mayor Pizzella stated consideration of Ordinance 25-01 was no longer necessary due to the removal of Public Hearing No. 1 from the January 28, 2025, Regular Meeting agenda.

Upon a motion by Councilmember Morgan, seconded by Councilmember Farrell, Council unanimously approved to recess the Regular Meeting and enter into Public Hearing No. 2 by a vote of 5-0.

8. Public Hearing.

A. Public Hearing No. 2 for a Major Site Plan Review

Mr. Alex Cameron, Planning & Inspections Director, reviewed a PowerPoint presentation on the Major Site Plan Review for the demolition of an existing specialty building to be replaced with an additional 201 parking spaces to the FirstHealth Hospital campus.

Council discussed the decision on the proposed Major Site Plan being a legislative decision aimed at providing more public transparency for these types of projects.

Mr. Tom Reoch, Administrative Director of FirstHealth of the Carolinas, Inc., iterated the fact that additional parking is critical to the functioning of the FirstHealth Hospital campus and the additional spaces will primarily be used by employees of the hospital, which will allow for more patient and visitor parking closer to the hospital entrances.

Mayor Pizzella asked anyone wishing to speak on the matter being considered during Public Hearing No. 2 to come forward. No one came forward.

Upon a motion by Councilmember Morgan, seconded by Councilmember Farrell, Council unanimously approved to adjourn Public Hearing No. 2 and re-enter the Regular Meeting by a vote of 5-0.

Upon a motion by Councilmember Morgan, seconded by Mayor Pro Tem Taylor, Council unanimously approved the proposed Major Site Plan for FirstHealth of the Carolinas, Inc. located at 155 Memorial Drive, Moore County PID# 00023475 by a vote of 5-0.

9. Regular Business.

A. FY 2025 Bi-Annual Public Safety Reports

1. FY 2025 Bi-Annual Fire Report

Fire Chief Derrick Clouston reviewed a PDF of the FY 2025 Bi-Annual Fire Report and discussed the percentage of false calls / alarms, the decline in the Plan Reviews / Compliance / Consultations number, the busiest day of the week changing to Thursday, immediate needs the Fire Department has to improve safety for both the public and staff, staffing strategies used during multiple or difficult calls, and equipment “useable life” terms / replacement schedules with Council.

2. FY 2025 Bi-Annual Police Report

Mr. Willardson stated the FY 2025 Bi-Annual Police Report will be moved to the February 11, 2025, Regular Meeting due to Police Chief Webb being ill.

10. Other Business.

Mayor Pizzella asked for an update on the addition of a female resident member to the Focus Group for the Pinehurst Development Ordinance update. Mr. Willardson stated he and Mr. Cameron were still trying to determine who would be a good addition to the Focus Group and asked Council to provide recommendations as well.

Mayor Pro Tem Taylor stated Public Hearing No. 1 illuminated the need for current and future Councilmembers to acknowledge the difficulty they face when making decisions involving the scale of proposed developments while relying on 2D renderings and plans.

Councilmember Farrell reminded everyone that the February 11, 2025, Regular Meeting coincides with the birthday of Mr. James Walker Tufts, founder of the Village of Pinehurst, who was born on February 11, 1835, and asked that the Village recognize Mr. Tufts on his birthday. Mr. Willardson stated Village staff would work on organizing recognition for Mr. Tufts.

11. Motion to Adjourn.

Upon a motion by Councilmember Farrell, seconded by Councilmember Ficklin, Council unanimously approved to adjourn the Regular Meeting by a vote of 5-0 at 05:47 p.m.

Respectfully Submitted,

Shannon Konstantinou
Village Clerk

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

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

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement



January 28, 2025, Work Session Minutes
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 01/29/2025

MEMO DETAILS

ATTACHMENTS

1. 01.28.2025 DRAFT Work Session Minutes



**Village Council
Minutes for the Work Session of January 28, 2025
Assembly Hall
395 Magnolia Road
Pinehurst, North Carolina
04:30 p.m.**

The Pinehurst Village Council held a Work Session Meeting at 05:47 p.m., Tuesday, January 28, 2025, in the Assembly Hall of Village Hall, 395 Magnolia Road, Pinehurst, North Carolina.

The following were in attendance in Assembly Hall:

Mr. Patrick Pizzella, Mayor
Dr. Jeff Morgan, Councilmember
Mr. John Taylor, Mayor Pro Tem
Ms. Barb Ficklin, Councilmember
Mr. Jack Farrell, Councilmember
Mr. Doug Willardson, Village Manager
Ms. Shannon Konstantinou, Village Clerk
Mr. Paul Conners, IT Specialist

And approximately 10 members of the audience in attendance, in addition to 3 staff and 1 press.

1. Call to Order.

Mayor Pizzella called the Village Council Work Session to order at 06:00 p.m.

2. General Business.

A. Given Memorial Library Construction Drawings and Bid Process Update

Mr. Willardson stated updated construction drawings have been submitted to the Village's Technical Review Committee and a copy was included in the agenda packet, provided a timeline for the next steps of the project, stated a pathway leading from the rear parking lot to the front of the building is still planned but is not depicted in the updated construction drawings, and the sewer line on the property has been located and is operational.

B. Discussion Regarding Adding Two "Associate" Neighborhood Advisory Committee Positions for Representation from ETJ Neighborhoods

Mr. Willardson reviewed a memo detailing the history and composition of the Neighborhood Advisory Committee (NAC), the proposed addition of two Extra-Territorial Jurisdiction Associate Representatives to the NAC, and the role ETJ Associate Representatives would have on the NAC.

Council agreed to the addition of two ETJ Associate Representatives for the NAC and asked that staff update the NAC neighborhood map to include the ETJ areas and to begin advertising for these new positions.

C. Update on Enhanced Enforcement of Ordinance 22-15 for Short-Term Rentals

Mr. Willardson reviewed a memo detailing an update on the enhanced enforcement of Ordinance 22-15 for Short-Term Rentals (STR) and a timeline for the implementation of the STR monitoring software.

Council and Mr. Willardson discussed additional ways the Village could improve the sharing of information related to STRs operating with residents, possible revisions to STR violation letters, clarifying / adding language regarding Bed & Breakfasts / Homestays during the Pinehurst Development Ordinance update, potential legal challenges / ramifications to increasing enforcement of Ordinance 22-15, and an update on the progress of implementing the STR monitoring software being given at the first Village Council meeting in March.

D. Discussion of the Council's Capital Budgeting and Decision-Making Process

Mayor Pro Tem Taylor asked Council to consider ways to improve the decision-making process being followed especially in relation to capital projects, and provided spreadsheets how capital projects are currently prioritized and how Mayor Pro Tem Taylor believes Council should analyze proposed capital projects. Council agreed the decision-making process could be improved and to look at ways to eliminate unviable capital projects instead of simply deferring these types of capital projects to future years.

Council, Mr. Willardson, and Ms. Dana Van Nostrand, Financial Services Director, discussed ways Council and staff could better communicate and work together on capital project planning at the annual strategic planning retreats.

3. Closed Session.

A. Closed Session § 143-318.11(a)(5)

Village Council will hold a Closed Session pursuant to NCGS § 143-318.11(a)(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved to recess the Work Session and enter the Closed Session pursuant to NCGS § 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract by a vote of 5-0 at 06:56 p.m.

Upon a motion by Councilmember Morgan, seconded by Councilmember Ficklin, Council unanimously approved to adjourn the Closed Session and re-enter the Work Session by a vote of 5-0 at 07:13 p.m.

4. Motion to Adjourn.

Upon a motion by Councilmember Morgan, seconded by Councilmember Farrell, Council unanimously approved to adjourn the Work Session by a vote of 5-0 at 07:14 p.m.

Respectfully submitted,

Shannon Konstantinou
Village Clerk

*A videotape of this meeting is located on the Village website: www.vopnc.org
Vision: The Village of Pinehurst is a charming, vibrant community, which reflects our rich history and traditions.
Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.
Values: Service, Initiative, Teamwork, and Improvement*



January 28, 2025, Closed Session Minutes
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 01/29/2025

MEMO DETAILS

ATTACHMENTS

1. 01.28.2025 DRAFT CLS Minutes



Budget Amendment Report ADDITIONAL AGENDA DETAILS:

FROM: Dana Van Nostrand, Financial Services Director
CC: Village Council;
DATE OF MEMO: 02/05/2025

MEMO DETAILS

The Village Manager approved two interdepartmental budget amendments less than \$25,000 since the last Village Council Regular Meeting. Please see the attached report of the budget amendments as required by Ordinance 24-11.

ATTACHMENTS

1. Budget Amendment Report February 11, 2025



**VILLAGE OF PINEHURST
BUDGET AMENDMENTS APPROVED BY BUDGET OFFICER
FOR THE PERIOD JANUARY 29 - FEBRUARY 6, 2025**

Under Village of Pinehurst Ordinance #24-11, the Village Council grants the Budget Officer (the Village Manager) the ability to transfer appropriations under specific conditions. These conditions allow transfers between departments (including contingency) of the same fund to increase an appropriation up to \$25,000 in a single budget amendment for the FY 2025 Budget. The Budget Officer may not transfer monies between funds at any time.

According to Section 159-15 of The Local Government Budget and Fiscal Control Act, "any such transfers shall be reported to the governing board at its next regular meeting and shall be entered in the minutes." Listed below are the amendments authorized by the Budget Officer for the period specified above.

Note: Since appropriations are made at the department level, line item adjustments within the same department may be made without limit and do not require a report since they do not actually amend the adopted budget ordinance.

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>APPROVED DATE</u>
1	10-80-640-7420	Fair Barn Capital Outlay: B&G Equipment Charges	\$ 10,436		2/5/2025
	10-80-610-7120	Parks & Recreation Capital Outlay: B&G Land Charges		\$ 10,436	
<i>Moving surplus Wicker Park turf field funds from Parks & Recreation to the Fair Barn to cover the cost of a gas pack replacement that is in excess of the Fair Barn's budget.</i>					
2	10-00-240-5300	Human Resources Contracted Services	\$ 14,500		2/6/2025
	10-00-220-4500	Administration Retirement Expense		\$ 14,500	

Moving funds from Administration to cover the cost of doing the compensation study for all employees this year instead of only a subset of departments as was planned in the budget. Administration has salary and benefit savings from vacant positions.



Recognition of James Walker Tufts' 190th Birthday (February 11, 1835)
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 12/12/2024

MEMO DETAILS

ATTACHMENTS

1. James Walker Tufts DRAFT 190th Birthday Proclamation 2025

MAYORAL PROCLAMATION

VILLAGE OF PINEHURST

THAT WHEREAS, Mr. James Walker Tufts, founder of the Village of Pinehurst, was born on February 11, 1835, in Charlestown, Massachusetts; and

WHEREAS, Mr. Tufts was a lifelong humanitarian and strong believer in promoting healthier living environments as a way of improving the overall public health of all levels of society; and

WHEREAS, after making his fortune with his business the American Soda Fountain Company, Mr. Tufts desired to make a difference in the lives of others by establishing a “Health Resort”; and

WHEREAS, from 1895-1896, Mr. Tufts purchased 5,980 acres of land in Moore County for the development of his village; and

WHEREAS, in the summer of 1895, Mr. Tufts settled on the name of “Pinehurst”; and

WHEREAS, in November 1895, Mr. Tufts announced the opening of the Village of Pinehurst and began distributing a pamphlet praising the “healing virtues” of nature found here; and

WHEREAS, on January 24, 1896, the first guests were welcomed to the Village of Pinehurst.

NOW, THEREFORE, I, Patrick Pizzella, Mayor of the Village of Pinehurst, North Carolina call upon my fellow Councilmembers and all the Village of Pinehurst citizens to recognize the 190th birthday of Mr. James Walker Tufts and to reflect upon the high quality of life we experience as the result of Mr. Tufts enduring legacy in the establishment of the Village of Pinehurst.

IN TESTIMONY WHEREOF, I have hereto set my hand and caused to be affixed the official seal of the Village of Pinehurst in the State of North Carolina this, the 11th day of February 2025.

Patrick Pizzella, Mayor



Resolution 25-06 Appointment of Mr. Devin Macfarlane to the Planning & Zoning Board and Board of Adjustment
ADDITIONAL AGENDA DETAILS:

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 01/27/2025

MEMO DETAILS

ATTACHMENTS

1. DRAFT Resolution 25-06 Appoint P&Z-BOA (Macfarlane)

RESOLUTION #25-06:

A RESOLUTION REGARDING AN APPOINTMENT TO THE PINEHURST PLANNING & ZONING BOARD AND BOARD OF ADJUSTMENT.

THAT WHEREAS, the Village of Pinehurst has established a Planning & Zoning Board and a Board of Adjustment as required by its Development Ordinance and authorized by North Carolina General Statutes 160D-301 and 160D-302; and

WHEREAS, on the 13th day of March 2012, the Pinehurst Village Council adopted Ordinance #12-10 to amend Chapter 31 of the Pinehurst Municipal Code to combine the Planning & Zoning Board and the Board of Adjustment; and

WHEREAS, there is a need to fill a vacancy on the Boards; and

WHEREAS, Mr. Macfarlane and the Village Council of Pinehurst are desirous of Mr. Macfarlane serving as a member of the Planning & Zoning Board and the Board of Adjustment.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in a Regular Meeting assembled this 11th day of February 2025 that the following appointment is hereby made to the Planning & Zoning Board and the Board of Adjustment for the term indicated:

Mr. Devin Macfarlane is appointed as a member of the Planning & Zoning Board and the Board of Adjustment effective February 11, 2025, to serve at the pleasure of the Council until the end of his term on February 28, 2027.

THIS RESOLUTION passed and adopted this 11th day of February 2025.

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



Resolution 25-07 Amending the Fees & Charges Schedule Effective July 1, 2025

ADDITIONAL AGENDA DETAILS:

FROM: Dana Van Nostrand, Financial Services Director
CC: Village Council;
DATE OF MEMO: 02/03/2025

MEMO DETAILS

The Village's Fees and Charges Policy calls for the periodic review of all fees and charges. Staff conducted a review of the Village's Fees and Charges Schedule and recommend several changes. The items proposed for your consideration are in the areas of Administration, Planning & Inspections, Police, and Recreation.

Full details of the recommended changes to the fee schedules are provided in the attached "Fee Schedule Changes" document. This document provides the current fee, proposed fee, any increase or decrease, percent change, and a brief explanation. A red-lined version of the fees and charges schedule is also attached to illustrate the revisions.

A resolution is presented for your consideration.

ATTACHMENTS

1. Resolution 25-07 Amending Fee Schedule 07.01.2025
2. Fee Schedule 07-01-2025 (Final Version)
3. Fee Schedule 07-01-2025 (Red-Line Version)
4. Fee Schedule Changes 07-01-2025

RESOLUTION #25-07:

A RESOLUTION AMENDING THE VILLAGE OF PINEHURST FEES AND CHARGES SCHEDULE

THAT WHEREAS, the Village Council of the Village of Pinehurst adopted a Pinehurst Fees and Charges Schedule on the 9th day of March, 2004; and

WHEREAS, it is the policy of the Village of Pinehurst to review and amend the Fees and Charges Schedule on an annual basis, or as deemed necessary; and

WHEREAS, the Village Council, after considering all the facts and circumstances surrounding the proposed amendments to the Pinehurst Fees and Charges Schedule, have determined that it is in the best interest of the Village of Pinehurst to make the amendments as requested.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Pinehurst, North Carolina in the regular meeting assembled on the 11th day of February, 2025, as follows:

SECTION 1. That the attached “Village of Pinehurst Fees and Charges Schedule,” is hereby adopted effective July 1, 2025, said schedule attached hereto as (Exhibit A) is made a part hereof, the same as if included verbatim.

SECTION 2. That all resolutions or sections thereof in conflict herewith are hereby repealed and declared null and void from and after the date of adoption of this resolution.

SECTION 3. That this Resolution shall be and remain in full force and effect from the date of its adoption.

THIS RESOLUTION passed and adopted this 11th day of February, 2025.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
Patrick Pizzella, Mayor

Attest:

Approved as to Form:

Shannon Konstantinou, Village Clerk

Michael J. Newman, Village Attorney

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

ADMINISTRATION:

Council Adopted Date	Description	Fee/Charge	Unit
Other Charges			
02/2022	Paper Copies	\$0.25	per sheet
01/2016	Overtime Costs if overtime is needed to fulfill a public records request promptly	Actual overtime cost	per request
01/2016	Special Service Charge for public records request involving extensive use of IT resources (> 2 hours of staff time)	Actual labor cost	per request
01/2016	Golf Cart Stickers	\$20.00	per cart
03/2004	Municipal Code Copies:		
03/2004	Entire Code	\$0.10	per sheet
	Supplements	\$1.00	per sheet
03/2004	Non-Sufficient Funds (NSF)	\$35.00	per return
12/2007	Late Payment of Code Enforcement Invoices	1.5%	per month on balance unpaid after 30 days

Rental Fees for Use of Village Rooms

Rental fees and deposit requirements apply to non-profit organizations whose principal operating office is not within the Village of Pinehurst and to private groups or individuals.

The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility or equipment. Cancellation of an event results in forfeiture of all or a part of the deposit (30 days or less 100% retained, 31 days or more 50% retained). Deposits are refundable if facilities are properly cleaned by the user following the event and no damage to the facilities or the audio visual equipment has occurred.

A pre-meeting training session with a representative from the IT Department is required prior to utilizing the audio visual equipment for the first time. The Village Manager has the right to waive the deposit and fee requirement if deemed appropriate.

Categories of Renters

Resident: Non-commercial, private individual that resides or owns property within the corporate limits of the Village of Pinehurst.

Non-Resident: Non-commercial, private individual that does not own property within the corporate limits of the Village of Pinehurst.

Non-Profit: Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6, or (c)7 with a physical location or offices located within the Village of Pinehurst.

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

ADMINISTRATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
<u>Categories of Renters (continued)</u>			
Commercial: Any individual, sole proprietorship, corporation, business, or entity that does not qualify under any other renter category.			
The Village of Pinehurst reserves the right to define the renter category based on the usage.			
02/2025	Deposit – Assembly Hall & Conference Room: Audio visual equipment is <u>not</u> utilized	\$250.00	per event
02/2025	Audio visual equipment is utilized	\$500.00	per event
02/2025	Rental Fee – Conference Room: Up to 3 hours: Resident	\$50.00	per event
02/2025	Non-Resident	\$100.00	per event
12/2007	More than 3 hours	\$25.00	per hour
02/2025	Rental Fee – Assembly Hall: Up to 3 hours: Resident	\$100.00	per event
02/2025	Non-Resident	\$200.00	per event
02/2025	More than 3 hours	\$50.00	per hour
02/2025	Audio visual equipment	\$50.00	per event
Reimbursement Fees for Services			
04/1998	Time	Cost of staff used (Salaries & Benefits), plus 10% administrative fee	per hour
04/1998	Equipment	Rates determined by Federal Emergency Management Agency (FEMA)	various
Refer to the FEMA schedule of equipment rates for the rates used to calculate the fee for the use of Village equipment. This schedule can be found at https://www.fema.gov/assistance/public/tools-resources/schedule-equipment-rates .			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

FIRE:

Council Adopted Date	Description	Fee/Charge	Unit
Fire Inspection (Non-Residential)			
10/2001	Initial Inspection	No Charge	
02/2023	Re-Inspection with violations remaining	\$100.00	per inspection
	1 st Re-Inspection	\$200.00	per inspection
	2 nd Re-Inspection	\$500.00	per inspection
	3 rd and Subsequent Re-Inspection		
Permits Required by NC Fire Code – review, permit and inspection fees			
The fees set forth in this section are fixed for the review of plans for fire protection systems and the issuance of permits required by the Fire Prevention Code.			
02/2023	Fire Sprinkler Systems	\$100.00 due at submittal	per permit plus \$0.01 per square foot for permit and inspection, \$50.00 minimum
02/2023	Fire Alarm / Detection Systems	\$100.00 due at submittal	per permit plus \$0.01 per square foot for permit and inspection, \$50.00 minimum
02/2023	Standpipe System	\$100.00 due at submittal	per permit plus \$0.01 per square foot for permit and inspection, \$50.00 minimum
02/2021	Hood Suppression System	\$75.00	per permit
02/2021	Any other required permit	\$75.00	per permit
02/2023	Express Plan Review (less than 48 hour notice)	\$250.00 plus applicable fee	per express plan review
02/2023	Express Inspection (less than 48 hour notice)	\$250.00 plus applicable fee	per express inspection
02/2023	Re-review fees for 3 rd and subsequent submission	\$150.00	per submission
02/2021	Lift a Stop Work Order	\$100.00	per Stop Work Order
02/2023	Work performed without a permit	Greater of \$500.00 or double fee	per permit
Fire Service: Hours for staff and equipment for non-village sponsored events will be billed at the established rate documented in the Administration section of the Fees and Charges Schedule for a minimum of 2 hours.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

INFORMATION TECHNOLOGY (IT):

Council Adopted Date	Description	Fee/Charge	Unit
Media Charges			
12/2009	CD/DVD	\$1.00	per disk
Source Charges			
12/2009	Customized GIS Color Maps	\$50.00 plus cost of map	per hour, one hour minimum
12/2009	Data Analysis and Conversion	\$50.00 plus cost of media	per hour, one hour minimum
Color Orthos GIS Maps			
12/2009	Copy of already created map up to 8.5 x 11	\$2.00	per map
12/2009	Copy of already created map up to 11 x 17	\$6.00	per map
12/2009	Copy of already created map up to 17 x 22	\$10.00	per map
12/2009	Copy of already created map up to 22 x 34	\$12.00	per map
12/2009	Copy of already created map up to 34 x 44	\$20.00	per map
12/2009	Copy of already created ORTHO map up to 36 x 48	\$50.00	per map

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

LIBRARY AND ARCHIVES:

Council Adopted Date	Description	Fee/Charge	Unit
Library Fees			
02/2022	Library Card Fee – Resident/Non-Resident	No Charge	per patron
02/2022	Lost Item Fee	Actual Replacement Cost or Replacement of Identical Item with Staff Approval	per item
02/2022	Rental Fee – Conference Room	Reference Page 1 Administration: Rental Fee- Conference Room	per event
02/2022	Paper Copies	Reference Page 1 Administration: Paper Copies	per sheet
Archive Fees			
Images – Digital Images			
09/2022	Commercial Entity Fee	\$150.00 \$75.00 \$25.00	per images 1 – 4 per images 5 – 10 per images 11 +
09/2022	Non-Commercial Entity Fee	\$50.00	per image
09/2022	Non-Profit Entity Fee	\$15.00	per image
02/2022	Dropbox Fee	\$25.00	per request
02/2022	Additional Use of Each Image	\$10.00 each additional use	per image

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

LIBRARY AND ARCHIVES (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Archive Fees (continued)			
Images – Photographic Prints (Prepared in House)			
02/2022	5 X 7	\$37.00	per print
02/2022	8 X 10	\$47.00	per print
02/2022	11 X 14	\$72.00	per print
02/2022	11.7 X 16.5	\$77.00	per print
<u>Images – Research Fees</u>			
02/2022	Basic Research Fee – Locating Information/Image	No Charge	up to 30 minutes
02/2022	Basic Research Fee – Locating Information/Image	\$30.00	per hour after first 30 minutes
<u>Graphics – Ross Golf Course Photocopies</u>			
02/2022	Notes & Field Sketches 8.5 X 11	\$1.00 \$2.00 \$2.50	per black & white copy per color copy per photo paper copy
02/2022	Blueprints 11 X 17	\$2.00 \$5.00 \$10.00	per black & white copy per color copy per photo paper copy
02/2022	Golf Course Layouts	See General Fees: Outsourced Printing (page 7)	
<u>Graphics – Ross Golf Course Layout Prints on Graphic Presentation Paper (Prepared in House)</u>			
02/2022	8.5 X 11	\$47.00	per print
02/2022	11 X 14	\$72.00	per print
02/2022	11.7 X 16.5	\$77.00	per print

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

LIBRARY AND ARCHIVES (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Archive Fees (continued)			
Graphics – Ross Golf Course Graphics – Digital Graphics			
02/2022	Digital Golf Course Layout	\$250.00	per layout
02/2022	Digital Field Sketches, 9 Holes	\$75.00	per 9 holes
02/2022	Digital Field Sketches, 18 Holes	\$150.00	per 18 holes
02/2022	Digital Field Sketches, 36 Holes	\$200.00	per 36 holes
02/2022	Scanning or Re-Scanning of Ross Graphics	\$15.00	per 15 minutes
General Fees			
02/2022	Outsourced Printing	Actual cost plus 35%	per image
02/2022	Shipping & Handling	Greater of \$10.00 or Actual Shipping Cost	per parcel
Library and Archives Fees Definition			
	Categories of Entities:		
09/2022	<u>Commercial Entity:</u> Any individual, sole proprietorship, corporation, business, or other entity that does not qualify under any other category.		
09/2022	<u>Non-Commercial Entity:</u> Non-commercial, private individual.		
09/2022	<u>Non-Profit Entity:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6, (c)7 or federal, state, or local governments.		
The Village of Pinehurst reserves the right to define the entity category based on the usage of the image.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

PLANNING AND INSPECTIONS:

Council Adopted Date	Description	Planning Fee		Inspection Fee	
		Fee/ Charge	Unit	Fee/ Charge	Unit
	Amendments				
02/2019	Zoning Text Amendment (PDO)	\$500	per application		
02/2019	Zoning Map (Rezoning)	\$1,300	per application		
02/2019	Zoning Map (Conditional Rezoning)	\$5,000	per application		
02/2019	Comprehensive Plan Amendment	\$750	per application		
	Board of Adjustment Fees				
02/2019	Appeal (50% is refunded if appeal is successful)	\$1,000	per application		
02/2019	Variance	\$500	per application		
	Certificates of Appropriateness (Historic District)				
02/2019	Certificate of Appropriateness (COA) - Major	\$500	per application		
02/2019	Certificate of Appropriateness (COA) - Minor	\$100	per application		
	Final Plats				
02/2019	Final Plat - Major	\$325	per application		
02/2019	Final Plat - Minor	\$50	per application		
	Site Plans (Commercial and Multi-Family)				
02/2020	General Concept Plan	\$2,900	per permit		
02/2019	Site Plan - Major (>= 2 acres)	\$4,000	per permit		
02/2020	Site Plan - Minor (< 2 acres)	\$2,100	per permit		
	Special Use Permit				
02/2019	Special Use	\$700	per application		
	Subdivisions of Land				
02/2019	Subdivision - Major	\$4,500	per permit		
02/2019	Subdivision - Minor	\$1,400	per permit		
02/2019	Subdivision - Exempt	\$50	per permit		
	Commercial Building Permits				
02/2019	Commercial Addition	\$1,200	per permit	\$0.59	per square foot (sf)
02/2019	Commercial Alteration	\$100	per permit	\$0.59	per square foot (sf)
02/2019	Commercial New	\$4,100	per permit	\$0.59	per square foot (sf)
	Demolition/Relocation Permits				
02/2019	Commercial Demolition	\$205	per permit	\$170	per permit
02/2019	Multi-Family Demolition	\$200	per permit	\$175	per permit
02/2019	Residential Demolition	\$50	per permit	\$150	per permit
	Grading/Clearing Permit				
02/2019	Grading/Clearing Permit (Required for any new construction)	\$40	per permit	\$110	per permit
	Multi-Family Building Permits				
02/2019	Multi-Family Addition	\$1,200	per permit	\$0.59	per square foot (sf)
02/2019	Multi-Family Alteration	\$100	per permit	\$0.59	per square foot (sf)
02/2019	Multi-Family New	\$4,100	per permit	\$0.59	per square foot (sf)

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

PLANNING AND INSPECTIONS (continued):

Council Adopted Date	Description	Planning Fee		Inspection Fee	
		Fee/ Charge	Unit	Fee/ Charge	Unit
	Pools and Spas				
02/2019	Pool/Spa - Commercial	\$380	per permit	\$170	per permit
02/2025	Pool/Spa – Residential	\$65	per permit	\$150	per permit
	Residential Building Permits				
02/2024	Residential Addition	\$175	per permit	\$0.30	per square foot (sf)
02/2024	Residential Alteration	\$175	per permit	\$0.30	per square foot (sf)
02/2024	Residential New	\$330	per permit	\$0.30	per square foot (sf)
03/2004	Residential New – Homeowners Recovery Fee	\$10	per permit		
	Single Trade Permits – Commercial/Multi-Family				
02/2019	Commercial/Multi-Family Electrical	\$40	per permit	\$60	per permit
02/2019	Commercial/Multi-Family Mechanical	\$40	per permit	\$60	per permit
02/2019	Commercial/Multi-Family Plumbing	\$40	per permit	\$60	per permit
02/2022	Commercial/Multi-Family Building	\$40	per permit	\$110	per permit
	Single Trade Permits – Residential				
02/2022	Residential Electrical	\$40	per permit	\$60	per permit
02/2022	Residential Mechanical	\$40	per permit	\$60	per permit
02/2022	Residential Plumbing	\$40	per permit	\$60	per permit
02/2022	Residential Building	\$40	per permit	\$60	per permit
	Manufactured/Modular Units				
02/2019	Manufactured/Modular Units – Commercial	\$100	per permit	\$150	per unit
02/2019	Manufactured/Modular Units – Residential	\$100	per permit	\$100	per unit
	Accessory Structures				
02/2019	Accessory Structures – Commercial	\$200	per permit	\$0.59/s f	per square foot (sf)
02/2024	Accessory Structures – Residential	\$175	per permit	\$0.30/s f	per square foot (sf)
03/2004	Accessory Structures – No Dimension > 12 ft.	\$50	per permit		
	Other Permits				
02/2019	ABC Permit	\$50	per permit	\$100	per permit
02/2019	Beekeeping	\$25	per permit		
02/2025	Decks and Patios	\$100	per permit	\$100	per permit
02/2025	Docks & Bulkheads	\$100	per permit	\$100	per permit
02/2019	Driveway	\$25	per permit	\$75	per permit
02/2019	Fence, Wall, or Column	\$125	per permit	\$50	per permit
02/2019	Floodplain Development	\$200	per permit		
02/2019	Home Health & Day Care	\$50	per permit	\$100	per permit
03/2004	Home Occupation	\$50	per permit		
02/2019	Mobile Food Vendor	\$25	per permit		

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

PLANNING AND INSPECTIONS (continued):

Council Adopted Date	Description	Planning Fee		Inspection Fee	
		Fee/ Charge	Unit	Fee/ Charge	Unit
	Other Permits (continued)				
02/2019	Propane Tank	\$50	per permit	\$50	per permit
02/2020	Right of Way Use – Residential	No Charge	per permit		
02/2020	Right of Way Use – Commercial	\$50	per permit		
02/2019	Seasonal Pool	\$25	per permit		
02/2019	Sign – Permanent	\$225	per permit	\$50	per permit
02/2025	Solar Permit	\$50	per permit	\$100	per permit
02/2019	Temporary Use	\$250	per permit		
02/2025	Temporary Power	\$100	per permit		
02/2019	Tent (Inspection fee waived for horse show tents)	\$65	per permit	\$110	per permit
02/2019	Zoning Use	\$50	per permit		
	Other Fees				
02/2022	Administrative Modification	\$100	per application		
02/2019	Annexation	No Charge	per petition		
02/2019	Compliance or Re-Inspection Fee			\$100	per inspection
02/2019	Encroachment Agreement	\$200	per agreement		
11/2023	Plan Review/Inspections for Encroachment Agreements with “New Underground Utilities Addendum”	\$250	per mile		
02/2019	Modification to Prior Approval	\$200	per application		
02/2023	Nonconforming Use Certificate (short term rentals)	\$50	per certificate		
02/2019	Plan Re-Review Fee (3 rd and subsequent reviews)	\$500	per review		
02/2019	Pre-Application Meeting	No Charge	per meeting		
02/2019	Time Extension	\$50	per application		
02/2019	Zoning Certification Letter	\$50	per letter		
	Penalties/Violations				
03/2004	Lift a STOP WORK ORDER			\$100	per STOP WORK ORDER
03/2004	Work performed without a permit	Double fee	per permit		
02/2025	Same-day Cancellation or Not Ready Fee			\$150	per occurrence
All permitting and inspection fees for residential repairs made under the Habitat for Humanity Repair Program are waived.					

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

POLICE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
02/2025	Parking Violations	\$25.00	per ticket
12/2009	Precious Metals Dealer Permit	\$180.00	per application
12/2009	Precious Metals Registered Employee	\$10.00 \$3.00	initial application per employee annual renewal per employee
12/2009	Precious Metals Special Occasion Permit	\$180.00	per application
02/2025	Peddling & Solicitation Permit	\$50.00	per application

PUBLIC SERVICES – SOLID WASTE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
Each single-family residence will be issued one refuse cart and may request one recycling cart and one yard debris cart free of charge. Each single-family residence may also purchase a maximum of one additional refuse, recycling, and/or yard debris cart for residential use which will be collected at no additional charge.			
02/2023	Refuse Cart	\$70.00	per additional cart
02/2023	Recycle Cart	\$70.00	per additional cart
02/2023	Yard Debris Cart	\$70.00	per additional cart

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – FAIR BARN:

Council Adopted Date	Description	Fee/Charge	Unit
Facility Rental Fair Barn can be rented under the following applicable base fee schedule. The applicable base fee, including the base fee for non-profits, includes all Fair Barn amenities. Fees will be waived for Village departments, non-profits under contract to provide direct services on behalf of the Village, non-profits who spend a majority (greater than 50%) of their financial expenditures for enhancement to Village-owned facilities, and other governmental agencies that have reciprocal facility use agreements with the Village. Non-profits and other governmental agencies that fit these categories are restricted to no more than three days of free use per calendar year. Additional uses are at the established non-profit rate.			
02/2025	Base Fee Full Day (14 hours or less) *: Resident Non-Resident Non-Profit** Commercial	\$3,750.00 \$4,750.00 \$2,500.00 \$5,000.00	per day
02/2025	Base Fee Weekday (8 hours or less) *: Resident Non-Resident Non-Profit** Commercial (14 hours or less) *: Commercial	\$3,000.00 \$3,750.00 \$2,000.00 \$4,000.00 \$2,310.00	per day
02/2021	Additional Hour Above 8 Hour/14 Hour Maximum	\$150.00	per hour
02/2023	Corporate Meeting	\$1,000.00 \$600.00	greater than 4 hours less than 4 hours
*Weekend rental is for Friday – Sunday for a 14 hour rental period. Weekday rental is for Monday-Thursday only within the specified time frame. Additional hours will be billed at \$150/hour. **See Non-Profit definition on Page 13.			
Special Use			
12/2003	Base Fee	Determined with the approval of the Parks and Recreation Director	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Other Fees			
02/2019	Cancellation (90 days or less)	80% of deposit retained	per deposit
02/2019	Cancellation (91 days or more)	60% of deposit retained	per deposit
02/2023	Postponement Fee (one postponement at no charge)	\$250.00	per postponement
02/2020	Chairs (includes set-up)	\$6.00	per chair
02/2019	Deposit (Security/Damage): Non-Profit* (full day or weekday)	\$750.00	per event
	Full Day (excluding non-profits)	\$1,250.00	
	Weekday (excluding non-profits)	\$1,000.00	
09/2013	Corporate Meeting Deposit	\$250.00	per event
02/2024	Holiday Premium **	\$500.00	per day
02/2019	Prohibited Items (deducted from deposit)	\$500.00	per event
12/2007	Tables (includes set-up)	\$9.00	per table
* See Non-Profit definition below. ** Holiday Premium applies to the following holidays: New Year's Eve, New Year's Day, Martin Luther King Day, Good Friday, Easter Sunday, Memorial Day, July 4, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.			
Fair Barn Fees and Charges Definition			
12/2003	Categories of Renters: <u>Resident:</u> Non-commercial, private individual that resides or owns property within the corporate limits of the Village of Pinehurst. <u>Non-Resident:</u> Non-commercial, private individual that does not own property within the corporate limits of the Village of Pinehurst. <u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC. <u>Commercial:</u> Any individual, sole proprietorship, corporation, business, or other entity that does not qualify under any other renter category. <u>Corporate Meeting:</u> Any Commercial or Non-Profit renter using the facility Monday through Thursday between the hours of 8:00 AM and 5:00 PM. Rates are inclusive of all amenities such as tables and chairs charged under Other Fees in this Schedule.		
12/2003			
12/2003			
12/2003			
07/2017			
The Village of Pinehurst reserves the right to define the renter category based on the usage.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Other Definitions			
12/2003	<u>Deposit:</u> Amount due in advance to secure reservation of date, adequate clean up following the event and to recover any and all damage costs to the facility. Cancellation of an event results in forfeiture of the deposit per the Fee Schedule.		
07/2017	<u>Base Fee:</u> Minimum charge paid by all renters of the Fair Barn. Base fee must be paid in full at least ten business days prior to rental. The Weekday rate applies to any single event that occupies the facility for one day but does not apply to any event held on consecutive days or on Holidays. The Weekday rate applies to any one (1) day rental held on Monday through Thursday, which lasts no more than 8 hours, and rental must be completed and properly cleaned by 8:00 p.m. This time period must include all preparations for caterers, florists, exhibit setup, decorating, etc. and clean up after the event. Weekday rentals that go beyond the specified closing time of 8:00 p.m. will be billed an additional amount equal to the applicable Full Day rate.		
07/2017	<u>Other Fees:</u> Charges for additional services or equipment provided by the Fair Barn. All other fees associated with a rental must be paid in full at least ten business days prior to rental.		
12/2003	<u>Sponsored/Co-Sponsored:</u> Events presented by, or coordinated with, the Village of Pinehurst per the “Village Sponsorship of Events” policy.		
12/2003	<u>Special Use:</u> An event or activity, not sponsored or co-sponsored by the Village of Pinehurst, that, due to its size, scope, timing or other unusual characteristic or requirement, that qualifies as being beyond what is considered a normal and customary use of the facility. Criteria to determine if an event qualifies as a special use may include factors such as number of participants/spectators, economic factors such as estimated revenues and expenses, nature and type of event and extent of work required by the Village Staff that is above and beyond what is normal and customary. Examples of events that may qualify as special use are functions associated with other major events, athletic events, special events held on Track grounds generating a minimum of \$7,500 in revenue, special attractions and/or demonstrations.		

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – HARNESS TRACK:

Council Adopted Date	Description	Fee/Charge	Unit
Ground Use			
02/2020	One Infield - without Show Rings	\$155.00	per day
02/2020	One Infield – with Show Rings	\$260.00	per day
02/2020	Two Infields – without Show Rings	\$310.00	per day
02/2020	Two Infields – with Show Rings	\$360.00	per day
07/2017	Special Event Use – One Infield	\$600.00	per day
	Special Event Use – Two Infields	\$1,200.00	per day
Deposits			
01/2004	Grounds Use Clean Up	\$150.00	per rental
01/2004	Show Office Use Clean Up	\$50.00	per rental
02/2025	Stall Cleaning Deposit (Training Season)	\$25.00	per stall
Standardbred Training (Stall Rental)			
02/2022	Full Season	\$1,075.00	per stall
02/2022	Monthly	\$250.00	per stall
02/2022	Partial Month – Prorated	\$9.00	per stall/per day
Standardbred Training (Other Fees)			
02/2020	Grooms Quarters - Improved	\$212.00	per month
02/2020	Grooms Quarters - Unimproved	\$74.00	per month
07/2015	Grooms Quarters - Prorated	\$7.00	per day
02/2025	Grooms Quarters Cleaning Fee – For Grooms Quarters Left Unclean. Damages will Incur Additional Fees	\$50.00	per room
02/2020	Additional Occupant	\$62.00	per month
02/2009	Manure Pile Removal	\$25.00	per pile
Recreational Vehicle Space License			
10/2023	Full Season	\$2,500.00	per space
10/2023	Monthly	\$400.00	per space

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – HARNESS TRACK (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Horse Shows			
01/2001	Manure Pile Removal	\$25.00	per pile
12/2009	Impact Fee: Temporary Stalls	\$10.00	per stall, per show
01/2011	Horse not using a stall	\$10.00	per day, per horse
02/2020	Paddock Fee	\$26.00	per paddock per show
02/2025	Stall Clean Out	\$20.00	per stall
02/2025	Vendor/Exhibitor Fee	\$25.00	per vendor/exhibitor
Stall Rental			
Rates are per stall, per weekend, max of 3 nights			
02/2020	Stall Rental (less than 100)	\$41.00	
02/2020	Stall Rental (more than 100)	\$36.00	
02/2020	Tack Stall Rental	\$36.00	
01/2013	Additional Stall Nights over 3 Nights	\$15.00	per stall, per night
Field Rental – Fields Available Include Half Mile Infield, Mile Infield (North), and Mile Infield (South)			
02/2025	Natural Surface Athletic Fields Resident/Non-Profit	\$20.00	per hour
02/2025	Non-Resident	\$40.00	per hour
Other Fees			
01/1997	Admission/Parking Charge (does not apply to non-profit rentals)	10% of gate, if admission/parking is charged	
07/2015	Oversize Vehicle Parking (RV)	\$35.00	per night (maximum stay of 7 days)

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – HARNESS TRACK (continued):

Council Adopted Date	
Harness Track Fees and Charges Definitions	
01/2012	<u>Ground Use Fee:</u> To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds. The Village of Pinehurst does not charge Ground Use Fees for general use by the public such as walking, golfing, etc.; Standardbred training; and Resort stable usage. Sponsored/co-sponsored activities by the Village with outside entities will negotiate a usage fee per the discretion of the Parks and Recreation Director. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group. Priority for rentals will be given to individuals or groups requesting use of the Show Rings.
01/1997	<u>Clean Up Deposit:</u> The Village requires all renters of the Harness Track grounds or any office to be used as the Show Office to supply a deposit. The Village of Pinehurst based on whether the facility is left clean by the user may retain all, a portion of, or none of the deposit.
01/2011	<u>Standardbred Fee:</u> Standardbred fees are charged according to the Fee Schedule. Improved Grooms Quarters refer to rooms with direct access to a combination of water/sewer and heat system. Un-Improved Grooms Quarters refer to rooms without access to water/sewer and heating. The Standardbred season is defined as the period from October 15 – May 1. Priority for stall reservations will be given to Full Season stall rentals. Monthly Stall rentals will be available on a first come, first served basis after all Full Season stalls have been assigned. Payments received in full, in advance or upon arrival for all Full Season stalls, will receive a 5% discount.
10/2023	<u>Recreational Vehicle Space License:</u> Fee to be charged to those requesting to license a recreational vehicle space at the Pinehurst Harness Track facility. The full season for recreational vehicle space license is designated for seven months from October 1 – April 30.
01/2014	<u>Horse Shows:</u> Horse Shows are charged the Ground Use Fee plus all other applicable charges listed in the Fee Schedule. Overtime hours for staff will be billed at the established rate as per the Village's Service Fee Policy. Fees related to inspections of tents will be waived for all horse shows held on the grounds.
01/1997	<u>Other:</u> Tack Shop, Track Restaurant, and Barn 19 each have their own lease agreements, which are renewed annually with an adjustment according to the Consumer Price Index (CPI).
07/2017	<u>Special Event Use:</u> To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds for any event or activity not sponsored/co-sponsored by the Village. Examples could include concerts, car shows, large gatherings that will have a significant impact on the facility. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group.
02/2025	<u>Accounts remaining unpaid after the due date of the invoice may incur a 1.5% late fee, along with any additional collection costs incurred by the Village in recovering the outstanding balance.</u>

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION:

Council Adopted Date	Description	Fee/Charge	Unit
Memberships/Classes/Programs The fee for all Parks and Recreation programs, events, leagues and athletic events is the same regardless of the age of the participant unless specified otherwise in the Fee Schedule. No Pinehurst resident youth will be denied participation based on their ability to pay. The registration fee may be prorated by the Parks and Recreation Director for participants who wish to attend after a class has started. Memberships will not be prorated.			
02/2020	Non-Resident Family Membership	Membership cost is \$60. The membership is valid for one year from purchase date. It entitles every member of the family (Parents/Children) to register at the Resident rate for all Athletic Events, Athletic Leagues, Classes and Programs; excludes all Camps.	
09/2019	Open Gym Membership – Individual Resident Non-Resident	\$15.00 \$30.00	per 6 months per 6 months
09/2019	Open Gym Membership – Family (2 or more members) Resident Non-Resident	\$30.00 \$60.00	per 6 months per 6 months
07/2017	Resident – Classes/Programs (Fee through August 31, 2024)	\$10.00 plus direct costs	per participant
02/2024	Resident – Classes/Programs (Fee beginning September 1, 2024)	\$15.00 plus direct costs	per participant
12/2008	Non-Resident – Classes/Programs	Two times resident fee	per participant
01/2016	Outside Group Programs	Outside groups using Village facilities to conduct programs or classes approved by the Village Parks & Recreation Department will remit 10% of all fees collected. There will be no charge for the use of the facilities.	
09/2019	Late Pickup Fee Resident/Non-Resident	\$1.00	per minute
Athletic Events			
02/2025	Team Fee (Resident and Non-Resident)	\$30.00 plus direct cost	per team
02/2025	Individual Fee: Resident Non-Resident	\$15.00 plus direct cost Two times the resident fee	per individual per individual

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Athletic Leagues			
02/2022	Player Fee: Resident	\$30.00	per player
02/2022	Non-Resident	\$60.00	per player
Youth Day Camps The weekly rates for Youth Day Camps will be calculated and published online. The deposit will be applied to the weekly rate and the balance of each week reserved is due one week prior to the start of each session. The registration fee may be prorated by the Parks and Recreation Director for participants who wish to attend after a class has started.			
02/2024	Resident	\$15.00 plus direct costs	per participant
12/2008	Non-Resident	One and a half times the resident fee	per participant
12/2007	Deposit	\$25.00	per week reserved
General Fees The following fees may apply to all Parks and Recreation Facility Rental unless stated otherwise in the Fees and Charges Schedule.			
06/2013	Admission Charged (does not apply to non-profit rentals)	10%	gross sales
06/2013	Chairs-(only available on site)	\$1.50 set up by renter \$3.00 set up by Village staff	per chair
06/2013	Tables-on site	\$4.50 set up by renter \$9.00 set up by Village staff	per table
01/2016	Tables-off site (limited quantities)	\$4.50 Resident \$9.00 Non-Resident	per table
06/2013	Vendor/Exhibitor	\$25.00	per vendor/exhibitor
07/2018	Food Vendor	\$100.00	per vendor

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
General Fees (continued)			
7/2018	Alcohol Vendor	\$400.00	per vendor
06/2013	Sound System	\$50.00	per event
12/2008	Overnight Parking (Resident and Non-Resident) Fee applies to special events approved by the Village Manager	\$2.00	per vehicle per night
02/2021	Drop In Fee	\$7.00	per day per activity
02/2021	Event Admission	\$2.00 \$5.00	per person ages 12 & under per person ages 13 & over
Rental Fees for Use of Village Parks			
02/2025	Facility Rental Supervisor	\$50.00 \$20.00	first two hours each additional hour
02/2022	Natural Surface Athletic Fields: Resident/Non-Profit	\$20.00 \$40.00	per hour without lights per hour with lights
02/2022	Non-Resident	\$40.00 \$80.00	per hour without lights per hour with lights
02/2025	Artificial Surface Athletic Fields: Resident/Non-Profit	\$30.00 \$50.00	per hour without lights per hour with lights
02/2025	Non-Resident	\$60.00 \$100.00	per hour without lights per hour with lights
12/2008	Bleachers (Resident and Non-Resident)	\$25.00	per bleacher per day
07/2017	Park Picnic Shelters: Resident/Non-Profit	\$30.00 \$15.00	first three hours each additional hour
07/2017	Non-Resident	\$60.00 \$15.00	first three hours each additional hour
Special Event Permits			
01/2015	Application Fee	\$50.00	per event
01/2015	Late Application Fee	\$25.00	per event
01/2015	Bleachers	\$50.00	per unit

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Special Event Permits (continued)			
01/2015	Greenway Trail Use	\$50.00	per event
01/2015	Post Event Clean Up	\$100.00	per event
01/2015	Street Closure	\$50.00	per barricade point
01/2015	On-site Staffing (three hour minimum)	Duration and number of staff needed will be determined by Parks and Recreation Director based on size and scope of event. Hourly rates will vary for staff scheduled to work an event.	
Rental Fees for Use of Arboretum and Tufts Park			
Rental fees and deposit requirements apply to individual, groups and non-profit organizations based on the location of principal operating office/residence.			
The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the grounds. Cancellation of an event results in forfeiture of all or a part of the deposit (90 days or less 100% of the deposit will be retained, 91 days or more 50% of the deposit will be retained). Deposits are refundable if grounds are properly cleaned by the user following the event and no damage to the grounds has occurred.			
Fees will be waived for Village departments, non-profits under contract to provide direct services on behalf of the Village, non-profits who spend a majority (greater than 50%) of their financial expenditures for enhancement to Village-owned facilities, and other governmental agencies that have reciprocal facility use agreements with the Village. Non-profits and other governmental agencies that fit these categories are restricted to no more than three days of free use per calendar year. Additional uses are at the established non-profit rate.			
Arboretum Lawn			
The Arboretum lawn is divided into three separate areas available for rent. The Pergola Garden is adjacent to the Assembly Hall, Joyce's Meadow is the large field below the Pergola Garden and the Magnolia Lawn is between the Entrance Structure and Overlook near the intersection of McCaskill and Magnolia Roads.			
If more than one amenity is requested to be used, the package rate will apply per day.			
Timmel Pavilion Only (includes tables and chairs)			
02/2025	Pavilion rental (5 hour maximum): Resident/Non-Profit Non-Resident Resident/Non-Profit and Non-Resident	\$200.00 \$250.00 \$50.00	first three hours first three hours each additional hour
07/2017	Pavilion rental (full day): Resident/Non-Profit Non-Resident	750.00 \$1,000.00	per day per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Rental Fees for Use of Arboretum and Tufts Park (continued)			
Timmel Pavilion Only (includes tables and chairs) (continued)			
07/2018	Pavilion rental (5 hour maximum) Discounted rate if booked within 72 hours of use: Resident/Non-Profit Non-Resident Resident and Non-Resident	 \$60.00 \$120.00 \$30.00	 first three hours first three hours each additional hour
Grounds Only (includes tables and chairs)			
02/2025	Pergola Garden: Resident/Non-Profit Non-Resident	 \$500.00 \$750.00	 per day
02/2025	Magnolia Lawn: Resident/Non-Profit Non-Resident	 \$500.00 \$750.00	 per day
02/2025	Joyce's Meadow: Resident/Non-Profit Non-Resident	 \$750.00 \$1,000.00	 per day
02/2025	All Grounds: Resident/Non-Profit Non-Resident	 \$1,000.00 \$1,250.00	 per day
Grounds & Pavilion Rental (includes tables and chairs)			
02/2025	Pergola Garden & Timmel Pavilion: Resident/Non-Profit Non-Resident	 \$1,250.00 \$1,500.00	 per day
02/2025	Magnolia Lawn & Timmel Pavilion: Resident/Non-Profit Non-Resident	 \$1,250.00 \$1,500.00	 per day
02/2025	Joyce's Meadow & Timmel Pavilion: Resident/Non-Profit Non-Resident	 \$1,500.00 \$1,750.00	 per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Grounds & Pavilion Rental (includes tables and chairs) (continued)			
02/2025	All Grounds & Timmel Pavilion: Resident/Non-Profit Non-Resident	\$1,750.00 \$2,000.00	per day
Staff			
02/2025	Set up/Breakdown crew for tables and chairs – only for Village of Pinehurst tables and chairs	\$500.00	per event
Deposit			
02/2025	Timmel Pavilion Only Deposit	\$250.00	per event
02/2025	Multiple Amenities/Venues Deposit	\$500.00	per event
Tufts Memorial Park			
02/2025	Deposit	\$500.00	per event
02/2025	Resident/Non-Profit	\$500.00	per day
02/2025	Non-Resident	\$750.00	per day
Special Events			
At the discretion of the Parks and Recreation Director, a fee may be established for special events based on direct costs.			
01/1997	Resident and Non-Resident	No charge	per participant
Workshops			
01/1997	Resident	\$5.00	per participant
12/2008	Non-Resident	Two times the resident fee	per participant
Trips			
01/1997	Using Non-Village Owned Vehicle: Resident	\$5.00 plus direct costs	per participant
01/1997	Non Resident	\$10.00 plus direct costs	per participant

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Trips (continued)			
01/1997	Using Village Owned Vehicle: Resident	\$5.00 plus direct costs and IRS mileage rate	per participant
01/1997	Non-Resident	\$10.00 plus direct costs and IRS mileage rate	per participant
Rental Fees for Use of Community Center Rental fees and deposit requirements apply to individuals, groups and non-profit organizations based on the location of principal operating office/residence. The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility. Cancellation of an event results in forfeiture of all or a part of the deposit (14 days or less 100% of the deposit will be retained, 15 days or more 100% of the deposit will be refunded). Deposits are refundable if facility is properly cleaned by the user following the event and no damage to the facility has occurred. If more than one amenity is requested to be used, the package rate will apply per day. All kitchen rentals require additional kitchen cleaning fee as noted below. Weekend rental is for Friday – Sunday. Weekday rental is for Monday – Thursday.			
Community Center Facility Rentals:			
09/2019	Multi-Purpose Room: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non- Resident - Weekend Additional Hourly Rate	\$80.00 \$100.00 \$160.00 \$200.00 \$40.00	first two hours first two hours first two hours first two hours each additional hour
09/2019	Multi-Purpose Room/Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non- Resident - Weekend Additional Hourly Rate	\$110.00 \$140.00 \$220.00 \$280.00 \$55.00	first two hours first two hours first two hours first two hours each additional hour

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Community Center Facility Rentals (continued)			
09/2019	Gymnasium: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend Additional Hourly Rate	\$170.00 \$215.00 \$340.00 \$430.00 \$85.00	first two hours first two hours first two hours first two hours each additional hour
09/2019	Gymnasium/Multi-Purpose Room: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend Additional Hourly Rate	\$225.00 \$280.00 \$450.00 \$560.00 \$115.00	first two hours first two hours first two hours first two hours each additional hour
09/2019	Gymnasium/Multi-Purpose Room/ Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend Additional Hourly Rate	\$260.00 \$325.00 \$520.00 \$650.00 \$130.00	first two hours first two hours first two hours first two hours each additional hour
Tournaments:			
09/2019	Gymnasium: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$680.00 \$850.00 \$1,360.00 \$1,700.00	per day per day per day per day
09/2019	Gymnasium/Multi-Purpose Room: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$900.00 \$1,125.00 \$1,800.00 \$2,250.00	per day per day per day per day
09/2019	Gymnasium/Multi-Purpose Room/Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$1,040.00 \$1,300.00 \$2,080.00 \$2,600.00	per day per day per day per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Tournaments: (continued)			
09/2019	Kitchen Cleaning Fee	\$50.00	per kitchen rental
Deposits			
09/2019	Multi-Purpose Room	\$75.00	per event
09/2019	Gymnasium	\$75.00	per event
09/2019	Tournaments	\$225.00	per event

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
Parks and Recreation Fees and Charges Definitions In circumstances where demand is expected to exceed supply for classes and programs, Pinehurst residents will receive priority in registration by the establishment of advance registration dates open to Pinehurst residents only. Participants must live, own property, work, or go to school in Moore County. The parent(s) of youth participants must live, own property, work, or go to school in Moore County.	
01/1997	<u>Athletic Events:</u> Sport related programs that are held infrequently and last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there are no facility or logistical limitations).
01/1997	<u>Athletic Leagues:</u> Organized sport related programs that encompass a certain number of teams.
01/1997	<u>Classes:</u> Programs that require more than one meeting time to complete.
12/2007	<u>Day Camp Deposit:</u> Amount due at registration to secure slot for each participant, per session. Deposit is non-refundable.
01/1997	<u>Facility Rental:</u> Fee charged for the use of Village owned property.
01/2012	<u>Facility Supervisor:</u> A person employed by the Parks and Recreation department who is responsible for opening a facility for rental, providing necessary equipment, and locking facility at the conclusion of rental.
01/1997	<u>Indigent Youth:</u> Child under the age of 18 and still enrolled in school who, or whose parents or guardian, are receiving governmental financial assistance.
07/2016	<u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC.
01/1997	<u>Non-Resident:</u> A person who does not reside inside the Village limits of Pinehurst nor who, or whose parents or guardian, pays Village of Pinehurst property taxes.
01/1997	<u>Resident:</u> A person who resides inside the Village limits of Pinehurst or whose parents or guardian, pays Village of Pinehurst Property taxes.
01/1997	<u>Special Events:</u> Programs that are held infrequently, last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there is not facility or logistical limitations).
01/1997	<u>Trips:</u> Organized travel for a specific purpose.
01/1997	<u>Workshops:</u> One-day programs that are limited to a set minimum and maximum.

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
02/2022	Refund Policy
Purpose To adopt a fair and equitable refund policy for all fee based classes, programs, and leagues that allows for sufficient cancellation time for programs with participant deficits. Coverage This policy, upon adoption by the Village Council, shall be applicable to all individuals registered in fee based programs conducted by the Parks and Recreation Department until such time as it is altered, modified, or rescinded by the Village Council. Policy If the department cancels a program, class, activity, or facility reservation, a FULL refund will be issued. Once a person or team has registered for a program, class, activity, or league, or has reserved a facility or equipment, NO REFUNDS will be issued to that person or team UNLESS the department receives a request in writing five (5) working days prior to the first scheduled day of the program, class, activity, league action, or reservation. When an individual registrant has cancelled under certain circumstances that qualify the individual for a refund, the refund will be equal to the amount paid by the registrant, less a \$15.00 administrative fee and any non-refundable deposits that may be applicable. Refunds may be in the form of a credit back to the participant's credit card (when possible), back to the participant's Civic Rec account, or in the form of a check which may result in a \$15.00 processing fee. User credits will be remitted as unclaimed property after one (1) year with no contact from the user. Credits may be extended for an additional year if deemed appropriate by the Parks and Recreation Director. If a registrant cancels participation in a trip, a full refund, less a \$15.00 administrative fee and any non-refundable deposits, will be issued if the trip is fully subscribed and the registrant's slot is filled. Otherwise, there will be no refund. Inclement Weather Policy – Shelters and Athletic Fields Rentals may be transferred to another available day or a refund may be given if the following occurs: • If lights are used, notice shall be given before lights are scheduled to come on. • If inclement weather occurs during the rental, notice shall be given as soon as a decision to cancel has been made and a partial refund/credit may be given. • When lights are not reserved, notice shall be given within twenty four (24) hours of rental. The Parks and Recreation Director will determine refunds in any special circumstance not addressed by this policy.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

VILLAGE- WIDE:

Council Adopted Date	
07/2013	
Upon approval, the fees and charges outlined in this schedule will be applied to all activities and events scheduled to occur after the effective date of the schedule. For example, a Fair Barn event booked after the approval date that will occur after the effective date will be billed at the newly established rates. The Village Manager or designee may charge a fee not included in the fee schedule but are deemed appropriate for unique situations. Fees for Co-Sponsored events will be determined by the Village Manager or designee. The Village Manager or designee may waive any fee that is deemed in the best interest of the community.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

ADMINISTRATION:

Council Adopted Date	Description	Fee/Charge	Unit
Other Charges			
02/2022	Paper Copies	\$0.25	per sheet
01/2016	Overtime Costs if overtime is needed to fulfill a public records request promptly	Actual overtime cost	per request
01/2016	Special Service Charge for public records request involving extensive use of IT resources (> 2 hours of staff time)	Actual labor cost	per request
01/2016	Golf Cart Stickers	\$20.00	per cart
03/2004	Municipal Code Copies:		
03/2004	Entire Code	\$0.10	per sheet
	Supplements	\$1.00	per sheet
03/2004	Non-Sufficient Funds (NSF)	\$35.00	per return
12/2007	Late Payment of Code Enforcement Invoices	1.5%	per month on balance unpaid after 30 days

Rental Fees for Use of Village Rooms

Rental fees and deposit requirements apply to non-profit organizations whose principal operating office is not within the Village of Pinehurst and to private groups or individuals.

The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility or equipment. Cancellation of an event results in forfeiture of all or a part of the deposit (30 days or less 100% retained, 31 days or more 50% retained). Deposits are refundable if facilities are properly cleaned by the user following the event and no damage to the facilities or the audio visual equipment has occurred.

A pre-meeting training session with a representative from the IT Department is required prior to utilizing the audio visual equipment for the first time. ~~If IT assistance with the audio visual equipment is needed during the rental period, the Audio visual assistance fee will be charged.~~ The Village Manager has the right to waive the deposit and fee requirement if deemed appropriate.

Categories of Renters

Resident: Non-commercial, private individual that resides or owns property within the corporate limits of the Village of Pinehurst.

Non-Resident: Non-commercial, private individual that does not own property within the corporate limes of the Village of Pinehurst.

Non-Profit: Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6, or (c)7 with a physical location or offices located within the Village of Pinehurst.

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

ADMINISTRATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
<u>Categories of Renters (continued)</u>			
<u>Commercial: Any individual, sole proprietorship, corporation, business, or entity that does not qualify under any other renter category.</u>			
<u>The Village of Pinehurst reserves the right to define the renter category based on the usage.</u>			
<u>02/2025</u> 12/2007	Deposit – Assembly Hall & Station 91 Conference Room: Audio visual equipment is <u>not</u> utilized	\$250 <u>100</u> .00	per event
<u>02/2025</u> 12/2007	Audio visual equipment is utilized	\$500 <u>200</u> .00	per event
<u>02/2025</u> 12/2007	Rental Fee – Conference Room: Up to 3 hours: Resident	\$50 <u>25</u> .00	per event
<u>02/2025</u> 12/2007	Non-Resident	\$100 <u>50</u> .00	per event
<u>12/2007</u>	More than 3 hours	\$25.00	per hour
<u>02/2025</u> 12/2007	Rental Fee – Assembly Hall & Station 91 Conference Room: Up to 3 hours: Resident	\$100 <u>50</u> .00	per event
<u>02/2025</u> 12/2007	Non-Resident	\$200 <u>100</u> .00	per event
<u>02/2025</u> 12/2007	More than 3 hours	\$50 <u>25</u> .00	per hour
<u>02/2025</u> 01/2013	Audio visual <u>equipment assistance</u>	\$50.00	per <u>event</u> hour
Reimbursement Fees for Services			
04/1998	Time	Cost of staff used (Salaries & Benefits), plus 10% administrative fee	per hour
04/1998	Equipment	Rates determined by Federal Emergency Management Agency (FEMA)	various
Refer to the FEMA schedule of equipment rates for the rates used to calculate the fee for the use of Village equipment. This schedule can be found at https://www.fema.gov/assistance/public/tools-resources/schedule-equipment-rates .			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

FIRE:

Council Adopted Date	Description	Fee/Charge	Unit
Fire Inspection (Non-Residential)			
10/2001	Initial Inspection	No Charge	
02/2023	Re-Inspection with violations remaining	\$100.00	per inspection
	1 st Re-Inspection	\$200.00	per inspection
	2 nd Re-Inspection	\$500.00	per inspection
	3 rd and Subsequent Re-Inspection		
Permits Required by NC Fire Code – review, permit and inspection fees			
The fees set forth in this section are fixed for the review of plans for fire protection systems and the issuance of permits required by the Fire Prevention Code.			
02/2023	Fire Sprinkler Systems	\$100.00 due at submittal	per permit plus \$0.01 per square foot for permit and inspection, \$50.00 minimum
02/2023	Fire Alarm / Detection Systems	\$100.00 due at submittal	per permit plus \$0.01 per square foot for permit and inspection, \$50.00 minimum
02/2023	Standpipe System	\$100.00 due at submittal	per permit plus \$0.01 per square foot for permit and inspection, \$50.00 minimum
02/2021	Hood Suppression System	\$75.00	per permit
02/2021	Any other required permit	\$75.00	per permit
02/2023	Express Plan Review (less than 48 hour notice)	\$250.00 plus applicable fee	per express plan review
02/2023	Express Inspection (less than 48 hour notice)	\$250.00 plus applicable fee	per express inspection
02/2023	Re-review fees for 3 rd and subsequent submission	\$150.00	per submission
02/2021	Lift a Stop Work Order	\$100.00	per Stop Work Order
02/2023	Work performed without a permit	Greater of \$500.00 or double fee	per permit
Fire Service: Hours for staff and equipment for non-village sponsored events will be billed at the established rate documented in the Administration section of the Fees and Charges Schedule for a minimum of 2 hours.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

INFORMATION TECHNOLOGY (IT):

Council Adopted Date	Description	Fee/Charge	Unit
Media Charges			
12/2009	CD/DVD	\$1.00	per disk
Source Charges			
12/2009	Customized GIS Color Maps	\$50.00 plus cost of map	per hour, one hour minimum
12/2009	Data Analysis and Conversion	\$50.00 plus cost of media	per hour, one hour minimum
Color Orthos GIS Maps			
12/2009	Copy of already created map up to 8.5 x 11	\$2.00	per map
12/2009	Copy of already created map up to 11 x 17	\$6.00	per map
12/2009	Copy of already created map up to 17 x 22	\$10.00	per map
12/2009	Copy of already created map up to 22 x 34	\$12.00	per map
12/2009	Copy of already created map up to 34 x 44	\$20.00	per map
12/2009	Copy of already created ORTHO map up to 36 x 48	\$50.00	per map

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

LIBRARY AND ARCHIVES:

Council Adopted Date	Description	Fee/Charge	Unit
Library Fees			
02/2022	Library Card Fee – Resident/Non-Resident	No Charge	per patron
02/2022	Lost Item Fee	Actual Replacement Cost or Replacement of Identical Item with Staff Approval	per item
02/2022	Rental Fee – Conference Room	Reference Page 1 Administration: Rental Fee- Conference Room	per event
02/2022	Paper Copies	Reference Page 1 Administration: Paper Copies	per sheet
Archive Fees			
Images – Digital Images			
09/2022	Commercial Entity Fee	\$150.00 \$75.00 \$25.00	per images 1 – 4 per images 5 – 10 per images 11 +
09/2022	Non-Commercial Entity Fee	\$50.00	per image
09/2022	Non-Profit Entity Fee	\$15.00	per image
02/2022	Dropbox Fee	\$25.00	per request
02/2022	Additional Use of Each Image	\$10.00 each additional use	per image

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

LIBRARY AND ARCHIVES (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Archive Fees (continued)			
Images – Photographic Prints (Prepared in House)			
02/2022	5 X 7	\$37.00	per print
02/2022	8 X 10	\$47.00	per print
02/2022	11 X 14	\$72.00	per print
02/2022	11.7 X 16.5	\$77.00	per print
<u>Images – Research Fees</u>			
02/2022	Basic Research Fee – Locating Information/Image	No Charge	up to 30 minutes
02/2022	Basic Research Fee – Locating Information/Image	\$30.00	greater than per hour after first 30 minutes
<u>Graphics – Ross Golf Course Photocopies</u>			
02/2022	Notes & Field Sketches 8.5 X 11	\$1.00 \$2.00 \$2.50	per black & white copy per color copy per photo paper copy
02/2022	Blueprints 11 X 17	\$2.00 \$5.00 \$10.00	per black & white copy per color copy per photo paper copy
02/2022	Golf Course Layouts	See General Fees: Outsourced Printing (page 7)	
<u>Graphics – Ross Golf Course Layout Prints on Graphic Presentation Paper (Prepared in House)</u>			
02/2022	8.5 X 11	\$47.00	per print
02/2022	11 X 14	\$72.00	per print
02/2022	11.7 X 16.5	\$77.00	per print

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

LIBRARY AND ARCHIVES (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Archive Fees (continued)			
Graphics – Ross Golf Course Graphics – Digital Graphics			
02/2022	Digital Golf Course Layout	\$250.00	per layout
02/2022	Digital Field Sketches, 9 Holes	\$75.00	per 9 holes
02/2022	Digital Field Sketches, 18 Holes	\$150.00	per 18 holes
02/2022	Digital Field Sketches, 36 Holes	\$200.00	per 36 holes
02/2022	Scanning or Re-Scanning of Ross Graphics	\$15.00	per 15 minutes
General Fees			
02/2022	Outsourced Printing	Actual cost plus 35%	per image
02/2022	Shipping & Handling	Greater of \$10.00 or Actual Shipping Cost	per parcel
Library and Archives Fees Definition			
	Categories of Entities:		
09/2022	<u>Commercial Entity:</u> Any individual, sole proprietorship, corporation, business, or other entity that does not qualify under any other category.		
09/2022	<u>Non-Commercial Entity:</u> Non-commercial, private individual.		
09/2022	<u>Non-Profit Entity:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6, (c)7 or federal, state, or local governments.		
The Village of Pinehurst reserves the right to define the entity category based on the usage of the image.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

PLANNING AND INSPECTIONS:

Council Adopted Date	Description	Planning Fee		Inspection Fee	
		Fee/ Charge	Unit	Fee/ Charge	Unit
	Amendments				
02/2019	Zoning Text Amendment (PDO)	\$500	per application		
02/2019	Zoning Map (Rezoning)	\$1,300	per application		
02/2019	Zoning Map (Conditional Rezoning)	\$5,000	per application		
02/2019	Comprehensive Plan Amendment	\$750	per application		
	Board of Adjustment Fees				
02/2019	Appeal (50% is refunded if appeal is successful)	\$1,000	per application		
02/2019	Variance	\$500	per application		
	Certificates of Appropriateness (Historic District)				
02/2019	Certificate of Appropriateness (COA) - Major	\$500	per application		
02/2019	Certificate of Appropriateness (COA) - Minor	\$100	per application		
	Final Plats				
02/2019	Final Plat - Major	\$325	per application		
02/2019	Final Plat - Minor	\$50	per application		
	Site Plans (Commercial and Multi-Family)				
02/2020	General Concept Plan	\$2,900	per permit		
02/2019	Site Plan - Major (>= 2 acres)	\$4,000	per permit		
02/2020	Site Plan - Minor (< 2 acres)	\$2,100	per permit		
	Special Use Permit				
02/2019	Special Use	\$700	per application		
	Subdivisions of Land				
02/2019	Subdivision - Major	\$4,500	per permit		
02/2019	Subdivision - Minor	\$1,400	per permit		
02/2019	Subdivision - Exempt	\$50	per permit		
	Commercial Building Permits				
02/2019	Commercial Addition	\$1,200	per permit	\$0.59	per square foot (sf)
02/2019	Commercial Alteration	\$100	per permit	\$0.59	per square foot (sf)
02/2019	Commercial New	\$4,100	per permit	\$0.59	per square foot (sf)
	Demolition/Relocation Permits				
02/2019	Commercial Demolition	\$205	per permit	\$170	per permit
02/2019	Multi-Family Demolition	\$200	per permit	\$175	per permit
02/2019	Residential Demolition	\$50	per permit	\$150	per permit
	Grading/Clearing Permit				
02/2019	Grading/Clearing Permit (Required for any new construction)	\$40	per permit	\$110	per permit
	Multi-Family Building Permits				
02/2019	Multi-Family Addition	\$1,200	per permit	\$0.59	per square foot (sf)
02/2019	Multi-Family Alteration	\$100	per permit	\$0.59	per square foot (sf)
02/2019	Multi-Family New	\$4,100	per permit	\$0.59	per square foot (sf)

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

PLANNING AND INSPECTIONS (continued):

Council Adopted Date	Description	Planning Fee		Inspection Fee	
		Fee/ Charge	Unit	Fee/ Charge	Unit
	Pools and Spas				
02/2019	Pool/Spa - Commercial	\$380	per permit	\$170	per permit
02/2019 2/2025	Pool/Spa — Residential	\$65	per permit	\$110 \$150	per permit
	Residential Building Permits				
02/2024	Residential Addition	\$175	per permit	\$0.30	per square foot (sf)
02/2024	Residential Alteration	\$175	per permit	\$0.30	per square foot (sf)
02/2024	Residential New	\$330	per permit	\$0.30	per square foot (sf)
03/2004	Residential New — Homeowners Recovery Fee	\$10	per permit		
	Single Trade Permits — Commercial/Multi-Family				
02/2019	Commercial/Multi-Family Electrical	\$40	per permit	\$60	per permit
02/2019	Commercial/Multi-Family Mechanical	\$40	per permit	\$60	per permit
02/2019	Commercial/Multi-Family Plumbing	\$40	per permit	\$60	per permit
02/2022	Commercial/Multi-Family Building	\$40	per permit	\$110	per permit
	Single Trade Permits — Residential				
02/2022	Residential Electrical	\$40	per permit	\$60	per permit
02/2022	Residential Mechanical	\$40	per permit	\$60	per permit
02/2022	Residential Plumbing	\$40	per permit	\$60	per permit
02/2022	Residential Building	\$40	per permit	\$60	per permit
	Manufactured/Modular Units				
02/2019	Manufactured/Modular Units — Commercial	\$100	per permit	\$150	per unit
02/2019	Manufactured/Modular Units — Residential	\$100	per permit	\$100	per unit
	Accessory Structures				
02/2019	Accessory Structures — Commercial	\$200	per permit	\$0.59/s f	per square foot (sf)
02/2024	Accessory Structures — Residential	\$175	per permit	\$0.30/s f	per square foot (sf)
03/2004	Accessory Structures — No Dimension > 12 ft.	\$50	per permit		
	Other Permits				
02/2019	ABC Permit	\$50	per permit	\$100	per permit
02/2019	Beekeeping	\$25	per permit		
02/2019 2/2025	Decks and Patios	\$100	per permit	\$50 \$100	per permit
02/2019 2/2025	Docks & Bulkheads	\$100	per permit	\$50 \$100	per permit
02/2019	Driveway	\$25	per permit	\$75	per permit
02/2019	Fence, Wall, or Column	\$125	per permit	\$50	per permit
02/2019	Floodplain Development	\$200	per permit		
02/2019	Home Health & Day Care	\$50	per permit	\$100	per permit
03/2004	Home Occupation	\$50	per permit		
02/2019	Mobile Food Vendor	\$25	per permit		

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

PLANNING AND INSPECTIONS (continued):

Council Adopted Date	Description	Planning Fee		Inspection Fee	
		Fee/ Charge	Unit	Fee/ Charge	Unit
	Other Permits (continued)				
02/2019	Propane Tank	\$50	per permit	\$50	per permit
02/2020	Right of Way Use — Residential	No Charge	per permit		
02/2020	Right of Way Use — Commercial	\$50	per permit		
02/2019	Seasonal Pool	\$25	per permit		
02/2019	Sign — Permanent	\$225	per permit	\$50	per permit
02/2019 2/2025	Solar Permit	\$45 \$50	per permit	\$55 \$100	per permit
02/2019	Temporary Use	\$250	per permit		
02/2025	<u>Temporary Power</u>	<u>\$100</u>	<u>per permit</u>		
02/2019	Tent (Inspection fee waived for horse show tents)	\$65	per permit	\$110	per permit
02/2019	Zoning Use	\$50	per permit		
	Other Fees				
02/2022	Administrative Modification	\$100	per application		
02/2019	Annexation	No Charge	per petition		
02/2019	Compliance or Re-Inspection Fee			\$100	per inspection
02/2019	Encroachment Agreement	\$200	per agreement		
11/2023	Plan Review/Inspections for Encroachment Agreements with "New Underground Utilities Addendum"	\$250	per mile		
02/2019	Modification to Prior Approval	\$200	per application		
02/2023	Nonconforming Use Certificate (short term rentals)	\$50	per certificate		
02/2019	Plan Re-Review Fee (3 rd and subsequent reviews)	\$500	per review		
02/2019	Pre-Application Meeting	No Charge	per meeting		
02/2019	Time Extension	\$50	per application		
02/2019	Zoning Certification Letter	\$50	per letter		
	Penalties/Violations				
03/2004	Lift a STOP WORK ORDER			\$100	per STOP WORK ORDER
03/2004	Work performed without a permit	Double fee	per permit		
02/2025	<u>Same-day Cancellation or Not Ready Fee</u>			<u>\$150</u>	<u>per occurrence</u>
All permitting and inspection fees for residential repairs made under the Habitat for Humanity Repair Program are waived.					

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

POLICE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
12/2004 02/2025 12/2004	Parking Ticket: Parking Violations Overtime Violation Other Parking Violations	\$25.00 \$10.00	per ticket per ticket
12/2009	Precious Metals Dealer Permit	\$180.00	per application
12/2009	Precious Metals Registered Employee	\$10.00 \$3.00	initial application per employee annual renewal per employee
12/2009	Precious Metals Special Occasion Permit	\$180.00	per application
02/2025	<u>Peddling & Solicitation Permit</u>	<u>\$50.00</u>	<u>per application</u>

PUBLIC SERVICES – SOLID WASTE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
Each single-family residence will be issued one refuse cart and may request one recycling cart and one yard debris cart free of charge. Each single-family residence may also purchase a maximum of one additional refuse, recycling, and/or yard debris cart for residential use which will be collected at no additional charge.			
02/2023	Refuse Cart	\$70.00	per additional cart
02/2023	Recycle Cart	\$70.00	per additional cart
02/2023	Yard Debris Cart	\$70.00	per additional cart

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – FAIR BARN:

Council Adopted Date	Description	Fee/Charge	Unit
Facility Rental Fair Barn can be rented under the following applicable base fee schedule. The applicable base fee, including the base fee for non-profits, includes all Fair Barn amenities. Fees will be waived for Village departments, non-profits under contract to provide direct services on behalf of the Village, non-profits who spend a majority (greater than 50%) of their financial expenditures for enhancement to Village-owned facilities, and other governmental agencies that have reciprocal facility use agreements with the Village. Non-profits and other governmental agencies that fit these categories are restricted to no more than three days of free use per calendar year. Additional uses are at the established non-profit rate.			
<u>02/2023</u> <u>02/2025</u>	Base Fee Full Day (14 hours or less) *: Resident \$3,750.00 Non-Resident \$4,750.00 Non-Profit** \$2,500 1,500.00 Commercial \$5,000.00		per day
<u>02/2023</u> <u>02/2025</u>	Base Fee Weekday (8 hours or less) *: Resident \$3,000.00 Non-Resident \$3,750.00 Non-Profit** \$2,000 1,000.00 Commercial \$4,000.00 (14 hours or less) *: Commercial \$2,310.00		per day
02/2021	Additional Hour Above 8 Hour/14 Hour Maximum	\$150.00	per hour
02/2023	Corporate Meeting	\$1,000.00 \$600.00	greater than 4 hours less than 4 hours
*Weekend rental is for Friday – Sunday for a 14 hour rental period. Weekday rental is for Monday-Thursday only within the specified time frame. Additional hours will be billed at \$150/hour. **See Non-Profit definition on Page 13.			
Special Use			
12/2003	Base Fee	Determined with the approval of the Parks and Recreation Director	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Other Fees			
02/2019	Cancellation (90 days or less)	80% of deposit retained	per deposit
02/2019	Cancellation (91 days or more)	60% of deposit retained	per deposit
02/2023	Postponement Fee (one postponement at no charge)	\$250.00	per postponement
02/2020	Chairs (includes set-up)	\$6.00	per chair
02/2019	Deposit (Security/Damage): Non-Profit* (full day or weekday)	\$750.00	per event
	Full Day (excluding non-profits)	\$1,250.00	
	Weekday (excluding non-profits)	\$1,000.00	
09/2013	Corporate Meeting Deposit	\$250.00	per event
02/2024	Holiday Premium **	\$500.00	per day
02/2019	Prohibited Items (deducted from deposit)	\$500.00	per event
12/2007	Tables (includes set-up)	\$9.00	per table
* See Non-Profit definition below. ** Holiday Premium applies to the following holidays: New Year's Eve, New Year's Day, Martin Luther King Day, Good Friday, Easter Sunday, Memorial Day, July 4, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.			
Fair Barn Fees and Charges Definition			
12/2003	Categories of Renters: <u>Resident:</u> Non-commercial, private individual that resides or owns property within the corporate limits of the Village of Pinehurst. <u>Non-Resident:</u> Non-commercial, private individual that does not own property within the corporate limits of the Village of Pinehurst. <u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC. <u>Commercial:</u> Any individual, sole proprietorship, corporation, business, or other entity that does not qualify under any other renter category. <u>Corporate Meeting:</u> Any Commercial or Non-Profit renter using the facility Monday through Thursday between the hours of 8:00 AM and 5:00 PM. Rates are inclusive of all amenities such as tables and chairs charged under Other Fees in this Schedule.		
12/2003			
12/2003			
12/2003			
07/2017			
The Village of Pinehurst reserves the right to define the renter category based on the usage.			

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – FAIR BARN (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Other Definitions			
12/2003	<u>Deposit:</u> Amount due in advance to secure reservation of date, adequate clean up following the event and to recover any and all damage costs to the facility. Cancellation of an event results in forfeiture of the deposit per the Fee Schedule.		
07/2017	<u>Base Fee:</u> Minimum charge paid by all renters of the Fair Barn. Base fee must be paid in full at least ten business days prior to rental. The Weekday rate applies to any single event that occupies the facility for one day but does not apply to any event held on consecutive days or on Holidays. The Weekday rate applies to any one (1) day rental held on Monday through Thursday, which lasts no more than 8 hours, and rental must be completed and properly cleaned by 8:00 p.m. This time period must include all preparations for caterers, florists, exhibit setup, decorating, etc. and clean up after the event. Weekday rentals that go beyond the specified closing time of 8:00 p.m. will be billed an additional amount equal to the applicable Full Day rate.		
07/2017	<u>Other Fees:</u> Charges for additional services or equipment provided by the Fair Barn. All other fees associated with a rental must be paid in full at least ten business days prior to rental.		
12/2003	<u>Sponsored/Co-Sponsored:</u> Events presented by, or coordinated with, the Village of Pinehurst per the “Village Sponsorship of Events” policy.		
12/2003	<u>Special Use:</u> An event or activity, not sponsored or co-sponsored by the Village of Pinehurst, that, due to its size, scope, timing or other unusual characteristic or requirement, that qualifies as being beyond what is considered a normal and customary use of the facility. Criteria to determine if an event qualifies as a special use may include factors such as number of participants/spectators, economic factors such as estimated revenues and expenses, nature and type of event and extent of work required by the Village Staff that is above and beyond what is normal and customary. Examples of events that may qualify as special use are functions associated with other major events, athletic events, special events held on Track grounds generating a minimum of \$7,500 in revenue, special attractions and/or demonstrations.		

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – HARNESS TRACK:

Council Adopted Date	Description	Fee/Charge	Unit
Ground Use			
02/2020	One Infield - without Show Rings	\$155.00	per day
02/2020	One Infield – with Show Rings	\$260.00	per day
02/2020	Two Infields – without Show Rings	\$310.00	per day
02/2020	Two Infields – with Show Rings	\$360.00	per day
07/2017	Special Event Use – One Infield	\$600.00	per day
	Special Event Use – Two Infields	\$1,200.00	per day
Deposits			
01/2004	Grounds Use Clean Up	\$150.00	per rental
01/2004	Show Office Use Clean Up	\$50.00	per rental
02/2025 01/2007	Stall Cleaning Deposit (Training Season) Stall Reservation	\$25.00 \$100.00	per stall per stall
Standardbred Training (Stall Rental)			
02/2022	Full Season	\$1,075.00	per stall
02/2022	Monthly	\$250.00	per stall
02/2022	Partial Month – Prorated	\$9.00	per stall/per day
Standardbred Training (Other Fees)			
02/2020	Grooms Quarters - Improved	\$212.00	per month
02/2020	Grooms Quarters - Unimproved	\$74.00	per month
07/2015	Grooms Quarters - Prorated	\$7.00	per day
01/2013 02/2025	Grooms Quarters Cleaning Fee – For Grooms Quarters Left Unclean. Damages will Incur Additional Fees	\$50.00	per room
02/2020	Additional Occupant	\$62.00	per month
02/2009	Manure Pile Removal	\$25.00	per pile
Recreational Vehicle Space License			
10/2023	Full Season	\$2,500.00	per space
10/2023	Monthly	\$400.00	per space

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – HARNESS TRACK (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Horse Shows			
01/2001	Manure Pile Removal	\$25.00	per pile
12/2009	Impact Fee: Temporary Stalls	\$10.00	per stall, per show
01/2011	Horse not using a stall	\$10.00	per day, per horse
02/2020	Paddock Fee	\$26.00	per paddock per show
01/2015 02/2025	Stall Clean Out	\$20 10.00	per stall
02/2025 02/2020	Vendor/Exhibitor Fee	\$25 26.00	per vendor/exhibitor
Stall Rental			
Rates are per stall, per weekend, max of 3 nights			
02/2020	Stall Rental (less than 100)	\$41.00	
02/2020	Stall Rental (more than 100)	\$36.00	
02/2020	Tack Stall Rental	\$36.00	
01/2013	Additional Stall Nights over 3 Nights	\$15.00	per stall, per night
<u>Field Rental – Fields Available Include Half Mile Infield, Mile Infield (North), and Mile Infield (South)</u>			
<u>02/2025</u>	<u>Natural Surface Athletic Fields</u> <u>Resident/Non-Profit</u>	<u>\$20.00</u>	<u>per hour</u>
<u>02/2025</u>	<u>Non-Resident</u>	<u>\$40.00</u>	<u>per hour</u>
Other Fees			
01/1997	Admission/Parking Charge (does not apply to non-profit rentals)	10% of gate, if admission/parking is charged	
07/2015	Oversize Vehicle Parking (RV)	\$35.00	per night (maximum stay of 7 days)

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – HARNESS TRACK (continued):

Council Adopted Date	
Harness Track Fees and Charges Definitions	
01/2012	<u>Ground Use Fee:</u> To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds. The Village of Pinehurst does not charge Ground Use Fees for general use by the public such as walking, golfing, etc.; Standardbred training; and Resort stable usage. Sponsored/co-sponsored activities by the Village with outside entities will negotiate a usage fee per the discretion of the Parks and Recreation Director. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group. Priority for rentals will be given to individuals or groups requesting use of the Show Rings.
01/1997	<u>Clean Up Deposit:</u> The Village requires all renters of the Harness Track grounds or any office to be used as the Show Office to supply a deposit. The Village of Pinehurst based on whether the facility is left clean by the user may retain all, a portion of, or none of the deposit.
01/2011	<u>Standardbred Fee:</u> Standardbred fees are charged according to the Fee Schedule. Improved Grooms Quarters refer to rooms with direct access to a combination of water/sewer and heat system. Un-Improved Grooms Quarters refer to rooms without access to water/sewer and heating. The Standardbred season is defined as the period from October 15 – May 1. Priority for stall reservations will be given to Full Season stall rentals. Monthly Stall rentals will be available on a first come, first served basis after all Full Season stalls have been assigned. Payments received in full, in advance or upon arrival for all Full Season stalls, will receive a 5% discount.
10/2023	<u>Recreational Vehicle Space License:</u> Fee to be charged to those requesting to license a recreational vehicle space at the Pinehurst Harness Track facility. The full season for recreational vehicle space license is designated for seven months from October 1 – April 30.
01/2014	<u>Horse Shows:</u> Horse Shows are charged the Ground Use Fee plus all other applicable charges listed in the Fee Schedule. Overtime hours for staff will be billed at the established rate as per the Village's Service Fee Policy. Fees related to inspections of tents will be waived for all horse shows held on the grounds.
01/1997	<u>Other:</u> Tack Shop, Track Restaurant, and Barn 19 each have their own lease agreements, which are renewed annually with an adjustment according to the Consumer Price Index (CPI).
07/2017	<u>Special Event Use:</u> To be charged to all individuals or groups who wish to reserve and use the Harness Track grounds for any event or activity not sponsored/co-sponsored by the Village. Examples could include concerts, car shows, large gatherings that will have a significant impact on the facility. Set up and cleanup is part of the rental time period and is the sole responsibility of the renting individual or group.
<u>02/2025</u>	<u>Accounts remaining unpaid after the due date of the invoice may incur a 1.5% late fee, along with any additional collection costs incurred by the Village in recovering the outstanding balance.</u>

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION:

Council Adopted Date	Description	Fee/Charge	Unit
Memberships/Classes/Programs The fee for all Parks and Recreation programs, events, leagues and athletic events is the same regardless of the age of the participant unless specified otherwise in the Fee Schedule. No Pinehurst resident youth will be denied participation based on their ability to pay. The registration fee may be prorated by the Parks and Recreation Director for participants who wish to attend after a class has started. Memberships will not be prorated.			
02/2020	Non-Resident Family Membership	Membership cost is \$60. The membership is valid for one year from purchase date. It entitles every member of the family (Parents/Children) to register at the Resident rate for all Athletic Events, Athletic Leagues, Classes and Programs; <u>excludes all Camps.</u>	
09/2019	Open Gym Membership – Individual Resident Non-Resident	\$15.00 \$30.00	per 6 months per 6 months
09/2019	Open Gym Membership – Family (2 or more members) Resident Non-Resident	\$30.00 \$60.00	per 6 months per 6 months
07/2017	Resident – Classes/Programs (Fee through August 31, 2024)	\$10.00 plus direct costs	per participant
02/2024	Resident – Classes/Programs (Fee beginning September 1, 2024)	\$15.00 plus direct costs	per participant
12/2008	Non-Resident – Classes/Programs	Two times resident fee	per participant
01/2016	Outside Group Programs	Outside groups using Village facilities to conduct programs or classes approved by the Village Parks & Recreation Department will remit 10% of all fees collected. There will be no charge for the use of the facilities.	
09/2019	Late Pickup Fee Resident/Non-Resident	\$1.00	per minute
<u>Athletic Events</u>			
<u>02/2025</u>	<u>Team Fee (Resident and Non-Resident)</u>	<u>\$30.00 plus direct cost</u>	<u>per team</u>
<u>02/2025</u>	<u>Individual Fee:</u> <u>Resident</u> <u>Non-Resident</u>	<u>\$15.00 plus direct cost</u> <u>Two times the resident fee</u>	<u>per individual</u> <u>per individual</u>

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Athletic Leagues			
02/2022	Player Fee: Resident	\$30.00	per player
02/2022	Non-Resident	\$60.00	per player
Youth Day Camps The weekly rates for Youth Day Camps will be calculated and published online. The deposit will be applied to the weekly rate and the balance of each week reserved is due one week prior to the start of each session. The registration fee may be prorated by the Parks and Recreation Director for participants who wish to attend after a class has started.			
06/2013	Resident (Fee through August 31, 2024)	\$10.00 plus direct costs	per participant
02/2024	Resident (Fee beginning September 1, 2024)	\$15.00 plus direct costs	per participant
12/2008	Non-Resident	One and a half times the resident fee	per participant
12/2007	Deposit	\$25.00	per week reserved
General Fees The following fees may apply to all Parks and Recreation Facility Rental unless stated otherwise in the Fees and Charges Schedule.			
06/2013	Admission Charged (does not apply to non-profit rentals)	10%	gross sales
06/2013	Chairs-(only available on site)	\$1.50 set up by renter \$3.00 set up by Village staff	per chair
06/2013	Tables-on site	\$4.50 set up by renter \$9.00 set up by Village staff	per table
01/2016	Tables-off site (limited quantities)	\$4.50 Resident \$9.00 Non-Resident	per table
06/2013	Vendor/Exhibitor	\$25.00	per vendor/exhibitor
07/2018	Food Vendor	\$100 75.00	per vendor

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
General Fees (continued)			
7/2018	Alcohol Vendor	\$400.00	per vendor
06/2013	Sound System	\$50.00	per event
12/2008	Overnight Parking (Resident and Non-Resident) Fee applies to special events approved by the Village Manager	\$2.00	per vehicle per night
02/2021	Drop In Fee	\$7.00	per day per activity
02/2021	Event Admission	\$2.00 \$5.00	per person ages 12 & under per person ages 13 & over
Rental Fees for Use of Village Parks			
02/2022 02/2025	Facility Rental Supervisor	\$50 45.00 \$20 15.00	first two hours each additional hour
02/2022	<u>Natural Surface Athletic Fields</u> Resident/Non-Profit	\$20.00 \$40.00	per hour without lights per hour with lights
02/2022	Non-Resident	\$40.00 \$80.00	per hour without lights per hour with lights
02/2025	<u>Artificial Surface Athletic Fields:</u> <u>Resident/Non-Profit</u>	\$30.00 \$50.00	per hour without lights per hour with lights
02/2025	<u>Non-Resident</u>	\$60.00 \$100.00	per hour without lights per hour with lights
12/2008	Bleachers (Resident and Non-Resident)	\$25.00	per bleacher per day
07/2017	Park Picnic Shelters: Resident/Non-Profit	\$30.00 \$15.00	first three hours each additional hour
07/2017	Non-Resident	\$60.00 \$15.00	first three hours each additional hour
Special Event Permits			
01/2015	Application Fee	\$50.00	per event
01/2015	Late Application Fee	\$25.00	per event
01/2015	Bleachers	\$50.00	per unit

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Special Event Permits (continued)			
01/2015	Greenway Trail Use	\$50.00	per event
01/2015	Post Event Clean Up	\$100.00	per event
01/2015	Street Closure	\$50.00	per barricade point
01/2015	On-site Staffing (three hour minimum)	Duration and number of staff needed will be determined by Parks and Recreation Director based on size and scope of event. Hourly rates will vary for staff scheduled to work an event.	
Rental Fees for Use of Arboretum and Tufts Park			
Rental fees and deposit requirements apply to individual, groups and non-profit organizations based on the location of principal operating office/residence.			
The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the grounds. Cancellation of an event results in forfeiture of all or a part of the deposit (90 days or less 100% of the deposit will be retained, 91 days or more 50% of the deposit will be retained). Deposits are refundable if grounds are properly cleaned by the user following the event and no damage to the grounds has occurred.			
Fees will be waived for Village departments, non-profits under contract to provide direct services on behalf of the Village, non-profits who spend a majority (greater than 50%) of their financial expenditures for enhancement to Village-owned facilities, and other governmental agencies that have reciprocal facility use agreements with the Village. Non-profits and other governmental agencies that fit these categories are restricted to no more than three days of free use per calendar year. Additional uses are at the established non-profit rate.			
Arboretum Lawn			
The Arboretum lawn is divided into three separate areas available for rent. The Pergola Garden is adjacent to the Assembly Hall, Joyce’s Meadow is the large field below the Pergola Garden and the Magnolia Lawn is between the Entrance Structure and Overlook near the intersection of McCaskill and Magnolia Roads.			
If more than one amenity is requested to be used, the package rate will apply per day.			
Timmel Pavilion Only (includes tables and chairs)			
01/201502/2025	Pavilion rental (5 hour maximum): Resident/Non-Profit Non-Resident Resident/Non-Profit and Non-Resident	\$200 180.00 \$250 240.00 \$50 40.00	first three hours first three hours each additional hour
07/2017	Pavilion rental (full day): Resident/Non-Profit Non-Resident	750.00 \$1,000.00	per day per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Rental Fees for Use of Arboretum and Tufts Park (continued)			
Timmel Pavilion Only (includes tables and chairs) (continued)			
07/2018	Pavilion rental (5 hour maximum) Discounted rate if booked within 72 hours of use: Resident/Non-Profit Non-Resident Resident and Non-Resident	 \$60.00 \$120.00 \$30.00	 first three hours first three hours each additional hour
Grounds Only (includes tables and chairs)			
<u>02/2025</u>	Pergola Garden: Resident/Non-Profit Non-Resident	 \$500.00 \$750 650.00	 per day
<u>07/2017</u> <u>02/2025</u>	Magnolia Lawn: Resident/Non-Profit Non-Resident	 \$500.00 \$750 650.00	 per day
<u>01/2014</u> <u>02/2025</u>	Joyce's Meadow: Resident/Non-Profit Non-Resident	 \$750 600.00 \$1,000 775.00	 per day
<u>01/2015</u> <u>02/2025</u>	All Grounds: Resident/Non-Profit Non-Resident	 \$1,000 775.00 \$1,250 1,000.00	 per day
Grounds & Pavilion Rental (includes tables and chairs)			
<u>07/2017</u> <u>02/2025</u>	Pergola Garden & Timmel Pavilion: Resident/Non-Profit Non-Resident	 \$1,250 1,400.00 \$1,500 1,400.00	 per day
<u>07/2017</u> <u>02/2025</u>	Magnolia Lawn & Timmel Pavilion: Resident/Non-Profit Non-Resident	 \$1,250 1,400.00 \$1,500 1,400.00	 per day
<u>07/2017</u> <u>02/2025</u>	Joyce's Meadow & Timmel Pavilion: Resident/Non-Profit Non-Resident	 \$1,500 1,400.00 \$1,750 1,400.00	 per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Grounds & Pavilion Rental (includes tables and chairs) (continued)			
<u>02/2025</u>	All Grounds & Timmel Pavilion: Resident/Non-Profit Non-Resident	\$1,750 1,500.00 \$2,000 1,800.00	per day
Staff			
<u>02/2025</u>	Set up/Breakdown crew for tables and chairs – <u>only for Village of Pinehurst tables and chairs</u>	\$500 400.00	per event
Deposit			
<u>02/2025</u>	Timmel Pavilion Only Deposit	\$250 100.00	per event
<u>02/2025</u>	Multiple Amenities/Venues Deposit	\$500 200.00	per event
Tufts Memorial Park			
06/2013 <u>02/2025</u>	Deposit	\$500 100.00	per event
06/2013 <u>02/2025</u>	Resident/Non-Profit	\$500 250.00	per day
01/2015 <u>02/2025</u>	Non-Resident	\$750 325.00	per day
Special Events			
At the discretion of the Parks and Recreation Director, a fee may be established for special events based on direct costs.			
01/1997	Resident and Non-Resident	No charge	per participant
Workshops			
01/1997	Resident	\$5.00	per participant
12/2008	Non-Resident	Two times the resident fee	per participant
Trips			
01/1997	Using Non-Village Owned Vehicle: Resident	\$5.00 plus direct costs	per participant
01/1997	Non Resident	\$10.00 plus direct costs	per participant

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Trips (continued)			
01/1997	Using Village Owned Vehicle: Resident	\$5.00 plus direct costs and IRS mileage rate	per participant
01/1997	Non-Resident	\$10.00 plus direct costs and IRS mileage rate	per participant
Rental Fees for Use of Community Center Rental fees and deposit requirements apply to individuals, groups and non-profit organizations based on the location of principal operating office/residence. The deposit is due in advance to secure reservation of the date, to ensure adequate clean up following the event and to recover any and all damage costs to the facility. Cancellation of an event results in forfeiture of all or a part of the deposit (14 days or less 100% of the deposit will be retained, 15 days or more 100% of the deposit will be refunded). Deposits are refundable if facility is properly cleaned by the user following the event and no damage to the facility has occurred. If more than one amenity is requested to be used, the package rate will apply per day. All kitchen rentals require additional kitchen cleaning fee as noted below. Weekend rental is for Friday – Sunday. Weekday rental is for Monday – Thursday.			
Community Center Facility Rentals:			
09/2019	Multi-Purpose Room: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non- Resident - Weekend Additional Hourly Rate	 \$80.00 \$100.00 \$160.00 \$200.00 \$40.00	 first two hours first two hours first two hours first two hours each additional hour
09/2019	Multi-Purpose Room/Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non- Resident - Weekend Additional Hourly Rate	 \$110.00 \$140.00 \$220.00 \$280.00 \$55.00	 first two hours first two hours first two hours first two hours each additional hour

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Community Center Facility Rentals (continued)			
09/2019	Gymnasium: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend Additional Hourly Rate	\$170.00 \$215.00 \$340.00 \$430.00 \$85.00	first two hours first two hours first two hours first two hours each additional hour
09/2019	Gymnasium/Multi-Purpose Room: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend Additional Hourly Rate	\$225.00 \$280.00 \$450.00 \$560.00 \$115.00	first two hours first two hours first two hours first two hours each additional hour
09/2019	Gymnasium/Multi-Purpose Room/ Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend Additional Hourly Rate	\$260.00 \$325.00 \$520.00 \$650.00 \$130.00	first two hours first two hours first two hours first two hours each additional hour
Tournaments:			
09/2019	Gymnasium: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$680.00 \$850.00 \$1,360.00 \$1,700.00	per day per day per day per day
09/2019	Gymnasium/Multi-Purpose Room: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$900.00 \$1,125.00 \$1,800.00 \$2,250.00	per day per day per day per day
09/2019	Gymnasium/Multi-Purpose Room/Kitchen: Resident/Non-Profit - Weekday Resident/Non-Profit - Weekend Non-Resident - Weekday Non-Resident - Weekend	\$1,040.00 \$1,300.00 \$2,080.00 \$2,600.00	per day per day per day per day

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 202⁵⁴**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	Description	Fee/Charge	Unit
Tournaments: (continued)			
09/2019	Kitchen Cleaning Fee	\$50.00	per kitchen rental
Deposits			
09/2019	Multi-Purpose Room	\$75.00	per event
09/2019	Gymnasium	\$75.00	per event
09/2019	Tournaments	\$225.00	per event

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 2025⁵⁴**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
Parks and Recreation Fees and Charges Definitions In circumstances where demand is expected to exceed supply for classes and programs, Pinehurst residents will receive priority in registration by the establishment of advance registration dates open to Pinehurst residents only. Participants must live, own property, work, or go to school in Moore County. The parent(s) of youth participants must live, own property, work, or go to school in Moore County.	
01/1997	<u>Athletic Events:</u> Sport related programs that are held infrequently and last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there are no facility or logistical limitations).
01/1997	<u>Athletic Leagues:</u> Organized sport related programs that encompass a certain number of teams.
01/1997	<u>Classes:</u> Programs that require more than one meeting time to complete.
12/2007	<u>Day Camp Deposit:</u> Amount due at registration to secure slot for each participant, per session. Deposit is non-refundable.
01/1997	<u>Facility Rental:</u> Fee charged for the use of Village owned property.
01/2012	<u>Facility Supervisor:</u> A person employed by the Parks and Recreation department who is responsible for opening a facility for rental, providing necessary equipment, and locking facility at the conclusion of rental.
01/1997	<u>Indigent Youth:</u> Child under the age of 18 and still enrolled in school who, or whose parents or guardian, are receiving governmental financial assistance.
07/2016	<u>Non-Profit:</u> Any organization assigned an IRS tax status of 501(c)3, (c)4, (c)5, (c)6 or (c)7 with a physical location or offices located within Moore County, NC.
01/1997	<u>Non-Resident:</u> A person who does not reside inside the Village limits of Pinehurst nor who, or whose parents or guardian, pays Village of Pinehurst property taxes.
01/1997	<u>Resident:</u> A person who resides inside the Village limits of Pinehurst or whose parents or guardian, pays Village of Pinehurst Property taxes.
01/1997	<u>Special Events:</u> Programs that are held infrequently, last less than five consecutive days and/or are not limited to a minimum or a maximum number of participants (provided there is not facility or logistical limitations).
01/1997	<u>Trips:</u> Organized travel for a specific purpose.
01/1997	<u>Workshops:</u> One-day programs that are limited to a set minimum and maximum.

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 202~~5~~⁴**

RECREATION – PARKS and RECREATION (continued):

Council Adopted Date	
02/2022	Refund Policy
Purpose To adopt a fair and equitable refund policy for all fee based classes, programs, and leagues that allows for sufficient cancellation time for programs with participant deficits. Coverage This policy, upon adoption by the Village Council, shall be applicable to all individuals registered in fee based programs conducted by the Parks and Recreation Department until such time as it is altered, modified, or rescinded by the Village Council. Policy If the department cancels a program, class, activity, or facility reservation, a FULL refund will be issued. in the form of a check within two (2) weeks. Once a person or team has registered for a program, class, activity, or league, or has reserved a facility or equipment, NO REFUNDS will be issued to that person or team UNLESS the department receives a request in writing five (5) working days prior to the first scheduled day of the program, class, activity, league action, or reservation. When an individual registrant has cancelled under certain circumstances that qualify the individual for a refund, the refund will be equal to the amount paid by the registrant, less a \$1540.00 administrative fee and any non-refundable deposits that may be applicable. Refunds may be in the form of a credit back to the participant's credit card (when possible), back to the participant's Civic Rec account, or in the form of a check which may result in a \$15.00 processing fee. A refund may be applied in the form of a credit to the registrant's account in lieu of a refund check. User credits will be remitted as unclaimed property after one (1) year with no contact from the user. Credits may be extended for an additional year if deemed appropriate by the Parks and Recreation Director. If a registrant cancels participation in a trip, a full refund, less a \$1540.00 administrative fee and any non-refundable deposits, will be issued if the trip is fully subscribed and the registrant's slot is filled. Otherwise, there will be no refund. Inclement Weather Policy – Shelters and Athletic Fields Rentals may be transferred to another available day or a refund may be given if the following occurs: • If lights are used, notice shall be given before lights are scheduled to come on. • If inclement weather occurs during the rental, notice shall be given as soon as a decision to cancel has been made and a partial refund/credit may be given. • When lights are not reserved, notice shall be given within twenty four (24) hours of rental.	

**VILLAGE OF PINEHURST
FEES AND CHARGES SCHEDULE
EFFECTIVE JULY 1, 202⁵⁴**

The Parks and Recreation Director will determine refunds in any special circumstance not addressed by this policy.

VILLAGE- WIDE:

Council Adopted Date	
07/2013	
Upon approval, the fees and charges outlined in this schedule will be applied to all activities and events scheduled to occur after the effective date of the schedule. For example, a Fair Barn event booked after the approval date that will occur after the effective date will be billed at the newly established rates. The Village Manager or designee may charge a fee not included in the fee schedule but are deemed appropriate for unique situations. Fees for Co-Sponsored events will be determined by the Village Manager or designee. The Village Manager or designee may waive any fee that is deemed in the best interest of the community.	

**Village of Pinehurst
Changes to Fees & Charges
Effective July 1, 2025**

Administration Fee

Administration (pages 1- 2)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Changes:					
Rental Fees for Use of Village Rooms					
Categories of Renters					Provide definitions for the various categories of renters.
Deposit Assembly Hall & Conference Room					
Audio visual equipment not utilized	\$ 100.00	\$ 150.00	\$ 250.00	150%	Revise the fees to align with those of similar facilities in the area and to account for increased operating costs, as the current fee structure was last updated in 2007.
Audio visual equipment utilized	200.00	300.00	500.00	150%	
Rental Fee - Conference Room: Up to 3 hours: Resident	\$ 25.00	\$ 25.00	\$ 50.00	100%	
Rental Fee - Conference Room: Up to 3 hours: Non-Resident	50.00	50.00	100.00	100%	
Rental Fee - Conference Room: More than 3 hours	50.00	50.00	100.00	100%	
Rental Fee - Assembly Hall & Station 91 Conference Room:					
Up to 3 hours: Resident	\$ 50.00	\$ 50.00	\$ 100.00	100%	Revise the fees to align with those of similar facilities in the area and to account for increased operating costs, as the current fee structure was last updated in 2007.
Up to 3 hours: Non-Resident	100.00	100.00	200.00	100%	
More than 3 hours	25.00	25.00	50.00	100%	
Audio Visual Assistance	50.00	(50.00)	-	-100%	Remove fee as pre-meeting training provided prior to meeting sessions.
Audio Visual Equipment	-	50.00	50.00	100%	Recommend fee for use of audio visual equipment. Fee is comparable to similar facilities in the area.

Planning and Inspections Fees

Planning and Inspections (pages 8-10)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Changes:					
Pool and Spas: Pool/Spa - Residential Inspection Fee:	\$ 110.00	\$ 40.00	\$ 150.00	36%	Adjust the fees to reflect the rising costs of Inspection/Planning services.
Other Permits: Temporary Power:	-	100.00	100.00	100%	
Other Permits: Decks and Patios Inspection Fee:	50.00	50.00	100.00	100%	
Other Permits: Docks and Bulkheads Inspection Fee:	50.00	50.00	100.00	100%	
Other Permits: Solar Permits Planning Fee:	45.00	5.00	50.00	11%	
Other Permits: Solar Permits Inspection Fee:	55.00	45.00	100.00	82%	
Penalties/Violations: Same Day Cancellation Planning/Inspection Fee:	-	150.00	150.00	100%	The number of re-inspections has increased due to incomplete work at the time of the inspection. This leads to wasted staff time and scheduling conflicts. Introducing this fee will help reduce the frequency of reschedules and re-inspections. Similar fees are already implemented in other jurisdictions.

**Village of Pinehurst
Changes to Fees & Charges
Effective July 1, 2025**

Police

Police (page 11)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Changes:					
Miscellaneous Fees: Peddling & Solicitation Permit	\$ -	\$ 50.00	\$ 50.00	100%	Upon reviewing fees across various municipalities, it was found that fees range from \$30 to \$80. Based on this analysis, it is recommended that a \$50 fee be added to the fee schedule.
Parking Violations	5.00/10.00	20.00/15.00	\$ 25.00	-	Current fee structure has not been updated since 2004. Increased fee should be more of a deterrent to encourage parking turnover downtown at peak times.

Recreation - Fair Barn

Recreation - Fair Barn (pages 12 -13)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Changes:					
Facility Rental					Increase base fee for Non-Profits to align with the rates of competing venues. The last fee adjustment was in 2021 and operational costs continued to rise since then.
Base Fee Full Day (14 hours or less): Non-Profit	\$ 1,500.00	\$ 1,000.00	\$ 2,500.00	67%	
Base Fee Weekday (8 hours or less): Non-Profit	1,000.00	1,000.00	2,000.00	100%	

Recreation - Harness Track

Recreation - Harness Track (pages 15 -17)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Changes:					
Deposits: Stall Reservation	\$ 100.00	\$ (100.00)	\$ -	-100%	Eliminating the stall deposit. A larger initial payment is required when signing the contract.
Deposits: Stall Cleaning Deposit (Training Season)	-	25.00	25.00	100%	Requesting a stall cleaning deposit to the fee schedule.
Standbred Training (Other Fees): Grooms Quarter Cleaning Fee	-	50.00	50.00	100%	Requesting a grooms quarter cleaning fee for rooms left unclean.
Horse Shows: Stall Clean Out	10.00	10.00	20.00	100%	Fee has remained unchanged since 2015.
Horse Shows: Vendor/Exhibitor Fee	26.00	(1.00)	25.00	-4%	To align fee with vendor/exhibitor fee outlined under General Fees.
Field Rental - Fields Available					
Natural Surface Athletic Fields: Resident/Non-Profit	-	20.00	20.00	100%	To specify field rental for Harness Track, as field rentals are also detailed in the Parks and Recreation section.
Natural Surface Athletic Fields: Non-Resident	-	40.00	40.00	100%	

**Village of Pinehurst
Changes to Fees & Charges
Effective July 1, 2025**

Recreation - Parks and Recreation

Recreation - Parks and Recreation (pages 18 -20)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Changes:					
Athletic Events: Team Fee (Resident and Non-Resident)	-	\$ 30.00	\$30 plus direct costs	-	Athletic Events definition can be found on page 27. This adjustment aligns the fees with that definition.
Athletic Events: Individual Fee: Resident	-	\$ 5.00	\$15 plus direct costs	-	
Athletic Events: Individual Fee: Non-Resident	-	-	Two times the resident fee	-	
General Fees: Food Vendor	75.00	25.00	100.00	33%	The fee was last updated in 2018 and is comparable to those of other Parks & Recreation departments.
Rental Fees for Use of Village Parks:					
Facility Rental Supervisor -First Two Hours	45.00	5.00	50.00	11%	The fee was last updated in 2022. This adjustment reflects the increase in salary costs.
Facility Rental Supervisor -Each Additional Hour	15.00	5.00	20.00	33%	
Artificial Surface Athletic Fields: Resident /Non-profit - Without Lights	-	30.00	30.00	100%	Introduce fees for the rental of artificial surface athletic fields, aligned with the rates of other Parks & Recreation departments.
Artificial Surface Athletic Fields: Resident /Non-profit - With Lights	-	50.00	50.00	100%	
Artificial Surface Athletic Fields: Non-Resident - Without Lights	-	60.00	60.00	100%	
Artificial Surface Athletic Fields: Non-Resident - With Lights	-	100.00	100.00	100%	
Rental Fees for Use of Arboretum and Tufts Park:					
Timmel Pavilion Only (includes tables and chairs): Resident/Non-Profit - First Three Hours	180.00	20.00	200.00	11%	Hourly rates were last updated in 2015. These fees are being adjusted to align with current costs.
Timmel Pavilion Only (includes tables and chairs): Non-Resident First Three Hours	240.00	10.00	250.00	4%	
Timmel Pavilion Only (includes tables and chairs): Resident/Non-Profit/Non-Resident - Each Additional Hour	40.00	10.00	50.00	25%	
Grounds Only (includes tables and chairs): Pergola Garden: Non-Resident	650.00	100.00	750.00	15%	Rates were last updated in 2017. These fees are being adjusted to align with current costs.
Grounds Only (includes tables and chairs): Magnolia Lawn: Non-Resident	650.00	100.00	750.00	15%	Rates were last updated in 2017. These fees are being adjusted to align with current costs.
Grounds Only (includes tables and chairs): Joyce's Meadow: Resident/Non-Profit	600.00	150.00	750.00	25%	Rates were last updated in 2015. These fees are being adjusted to align with current costs.
Grounds Only (includes tables and chairs): Joyce's Meadow: Non-Resident	775.00	225.00	1,000.00	29%	
Grounds Only (includes tables and chairs): All Grounds: Resident/Non-Profit	775.00	225.00	1,000.00	29%	
Park: Grounds Only (includes tables and chairs): All Grounds: Non-Resident	1,000.00	250.00	1,250.00	25%	

**Village of Pinehurst
Changes to Fees & Charges
Effective July 1, 2025**

Recreation - Parks and Recreation

Recreation - Parks and Recreation (pages 18 -20)	Current Fee	Increase (Decrease) In Fee	New Fee	% Change	Explanation
Changes:					
Grounds & Pavilion Rental (includes tables and chairs): Pergola Garden & Timmel Pavilion: Resident/Non-Profit	1,100.00	150.00	1,250.00	14%	Rates were last updated in 2017 . These fees are being adjusted to align with current costs.
Grounds & Pavilion Rental (includes tables and chairs): Pergola Garden & Timmel Pavilion: Non-Resident	1,400.00	100.00	1,500.00	7%	
Grounds & Pavilion Rental (includes tables and chairs): Magnolia Lawn & Timmel Pavilion: Resident/Non-Profit	1,100.00	150.00	1,250.00	14%	
Grounds & Pavilion Rental (includes tables and chairs): Magnolia Lawn & Timmel Pavilion: Non-Resident	1,400.00	100.00	1,500.00	7%	
Grounds & Pavilion Rental (includes tables and chairs): Joyce's Meadow & Timmel Pavilion: Resident/Non-Profit	1,100.00	400.00	1,500.00	36%	
Grounds & Pavilion Rental (includes tables and chairs): Joyce's Meadow & Timmel Pavilion: Non-Resident	1,400.00	350.00	1,750.00	25%	
Grounds & Pavilion Rental (includes tables and chairs): All Grounds & Timmel Pavilion: Resident/Non-Profit	1,500.00	250.00	1,750.00	17%	
Grounds & Pavilion Rental (includes tables and chairs): All Grounds & Timmel Pavilion: Resident/Non-Profit	1,800.00	200.00	2,000.00	11%	
Staff: Setup/Breakdown crew for tables and chairs - only for Village of Pinehurst table and chairs	400.00	100.00	500.00	25%	Rates were last updated in 2022. These fees are being adjusted to align with current costs.
Deposit: Timmel Pavilion Only Deposit	100.00	150.00	250.00	150%	Rates were last updated in 2015. These fees are being adjusted to align with current costs.
Deposit: Multiple Amenities/Venues Deposit	200.00	300.00	500.00	150%	Rates were last updated in 2015. These fees are being adjusted to align with current costs.
Tufts Memorial Park: Deposit	100.00	400.00	500.00	400%	Rates were last updated in 2013. These fees are being adjusted to align with current costs.
Tufts Memorial Park: Resident/Non-Profit	250.00	250.00	500.00	100%	
Tufts Memorial Park: Non-Resident	325.00	425.00	750.00	131%	

***Minor corrections to descriptions, formatting, and organization of fees have been made throughout the document. However, since these changes do not impact fees, they are not listed in the outline above.**



Ordinance 25-02 Adoption of Pinehurst Social District 2025 Activation Dates

ADDITIONAL AGENDA DETAILS:

FROM: Doug Willardson, Village Manager
CC: Village Council;
DATE OF MEMO: 02/03/2025

MEMO DETAILS

In our November meeting, we discussed options for continuing the Village's social district, and, at that time, we agreed to continue activating the social district during special events. Since then, staff has worked closely with representatives from the business community to assess which events would best benefit from the activation of the social district.

After reviewing feedback and considering the potential for positive community and economic impact, we are recommending that the social district be activated for the following special events in 2025:

- **St. Patrick's Day Parade** – March 15, 2025
- **Sandhills Motoring Festival** – May 24, 2025 through May 26, 2025
- **US Kids Parade** – July 29, 2025
- **BBQ Fest/Labor Day** – August 28, 2025 through September 1, 2025
- **Holly Arts** – October 18, 2025
- **Oktoberfest** – October 25, 2025

These events have been selected based on their historical attendance, the level of community engagement, and their alignment with the goals of the social district to enhance the experience for visitors and local businesses. We believe activating the social district during these events will provide the opportunity for a more vibrant and enjoyable atmosphere and may also support our local businesses by attracting additional foot traffic to the downtown area.

Attached is an ordinance officially adopting the Social District dates.

ATTACHMENTS

1. DRAFT Ordinance 25-02 Adoption of Pinehurst Social District 2025 Activation Dates
2. DRAFT Ordinance 25-02 Exhibit A_2025 Social District Map

ORDINANCE #25-02:

AN ORDINANCE CREATING A SOCIAL DISTRICT TO REGULATE OPEN CONTAINERS OF ALCOHOLIC BEVERAGES AND AMENDING SECTION 130.05 TO THE PINEHURST MUNICIPAL CODE

THAT, WHEREAS, pursuant to N.C.G.S. § 160A-205.4 the City may adopt an ordinance designating one or more social districts for use in accordance with N.C.G.S. § 18B-300.1; and

WHEREAS, the North Carolina General Assembly enacted the above legislation allowing municipalities to designate social districts within their jurisdiction to allow alcoholic beverages sold by licensed premises to be consumed within the district, outside of the establishment where the beverage was purchased; and

WHEREAS, the Village believes that a social district is a valuable tool to increase economic activity and vibrancy to the downtown area of the Village of Pinehurst; and

WHEREAS, the Village Council of the Village of Pinehurst finds that the allowance of open containers during special events can be adequately managed by the Village's law enforcement and can be beneficial to the economic vitality of the Village Center;

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Village Council of Pinehurst, North Carolina, in a Regular Meeting assembled this 11th day of February 2025 as follows:

SECTION 1. That Section 130.05 of the Village of Pinehurst, North Carolina Municipal Code is hereby amended, which shall read as follows:

§ 130.05 ALCOHOLIC BEVERAGES

(E) Creation of a social district to be in effect during special events.

- (1) Notwithstanding the provisions of sections 130.05 (A), (B), (C) and (D) of this Code, the possession of alcoholic beverages and open containers and their consumption shall be lawful within the Village Center Social District pursuant to the provisions of G.S. § 160A-205.4 for specified special events the dates of which are as follows:
 - a. St. Patrick's Day Parade – March 15, 2025
 - b. Sandhills Motoring Festival – May 24, 2025 through May 26, 2025
 - c. US Kids Parade – July 29, 2025
 - d. BBQ Fest/Labor Day – August 28, 2025 through September 1, 2025
 - e. Holly Arts – October 18, 2025
 - f. Oktoberfest – October 25, 2025
- (2) The Social District shall be created, designated, and managed in accordance with the requirements contained in G.S. § 160A-205.4 and Chapter 18B.
- (3) The Social District shall be established in accordance with the map attached hereto as Exhibit A.

- (4) The hours of operation for this social district shall be from 11:00 a.m. to 10:00 p.m.
- (5) Any alcoholic beverage purchased for consumption in the Social District shall (i) only be consumed in the Social District and (ii) be disposed of before the person in possession of the alcoholic beverage exits the Social District unless the person is reentering the licensed premises where the alcoholic beverage was purchased.
- (6) Each permittee and non-permittee located within an established and designated social district and voluntarily wishes to participate shall display a uniform sign, provided by the City or its designee, indicating its inclusion in the social district, and allows alcoholic beverages on its premises when the social district is active. No business shall be required to participate or be included in the social district or to allow customers to bring alcohol onto its premises.
- (7) Any person who violates this section and any person who aids, abets, encourages, assists in, or contributes to a violation of this section shall be punishable as an infraction pursuant to N.C.G.S. §14-3.1 the procedure for disposition of infractions is as provided in Chapter 15A Article 66 of the North Carolina General Statutes.

SECTION 2. The Village Manager or their designee is hereby directed to create a management and maintenance plan for the Village Center Social District and post the plans and a rendering of the Social District boundaries on the Village's website.

SECTION 3. The Village Manager or their designee is directed to submit a detailed map of the Village Center Social district and the days and hours during which the Social District shall be in operation to the North Carolina Alcoholic Beverage Control Commission

SECTION 4. That all ordinances in conflict herewith are hereby declared null and void while this ordinance remains in full force and effect.

SECTION 5. That this ordinance shall be and remain in full force and effect after the erection of the appropriate and necessary signs, until January 1, 2026.

THIS ORDINANCE passed and adopted this 11th day of February, 2025.

(Municipal Seal)

VILLAGE OF PINEHURST
VILLAGE COUNCIL

By: _____
Patrick Pizzella, Mayor

Attest:

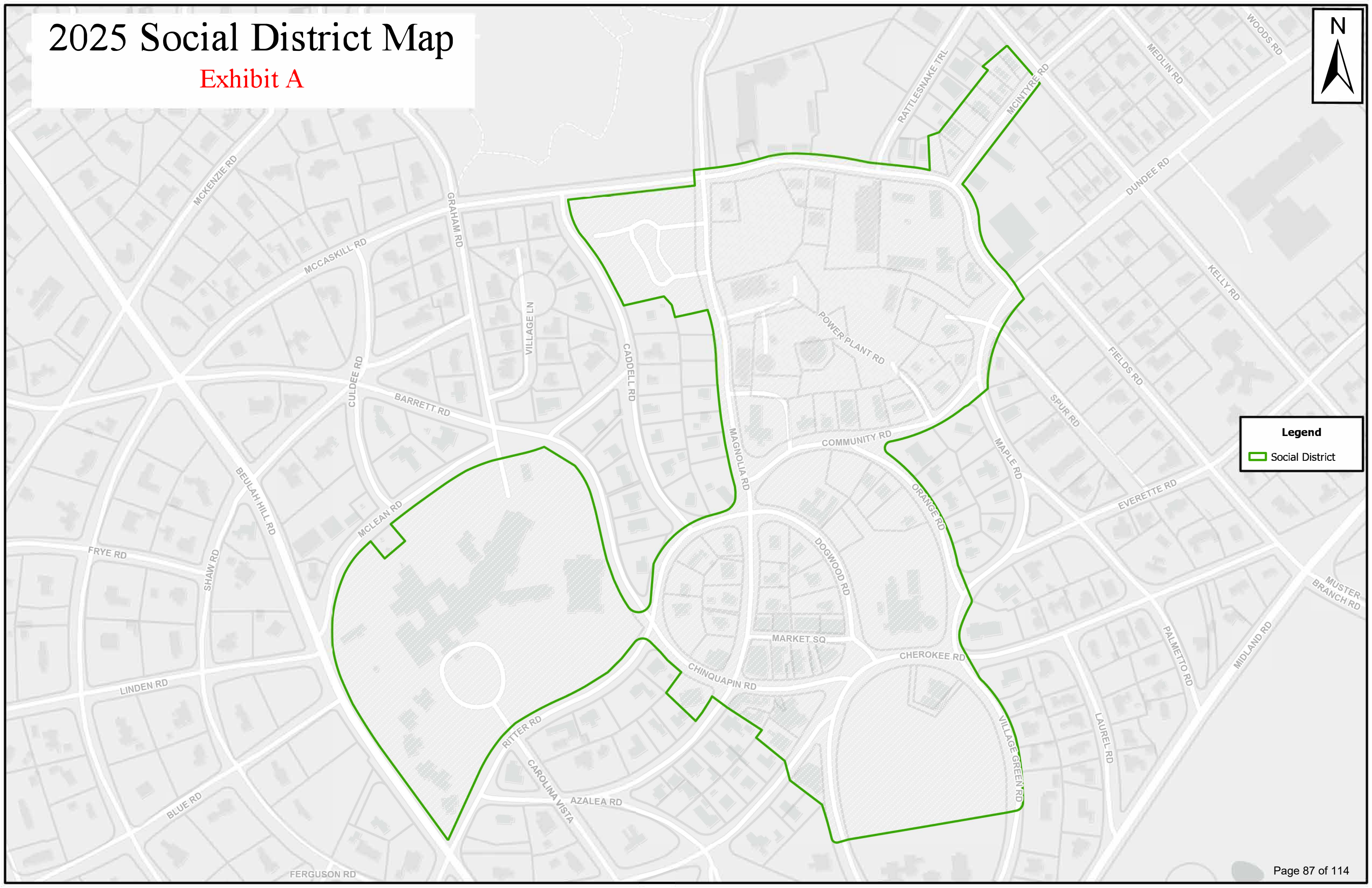
Approved as to Form:

Shannon Konstantinou, Village Clerk

Michael J. Newman, Village Attorney

2025 Social District Map

Exhibit A



Legend

 Social District



**FY 2025 Bi-Annual Police Report
ADDITIONAL AGENDA DETAILS:**

FROM: Shannon Konstantinou, Village Clerk
CC: Village Council; Doug Willardson
DATE OF MEMO: 01/29/2025

MEMO DETAILS

ATTACHMENTS

1. FY 2025 Bi-Annual Police Report_Updated



Pinehurst Police Department 2024 Report to Council



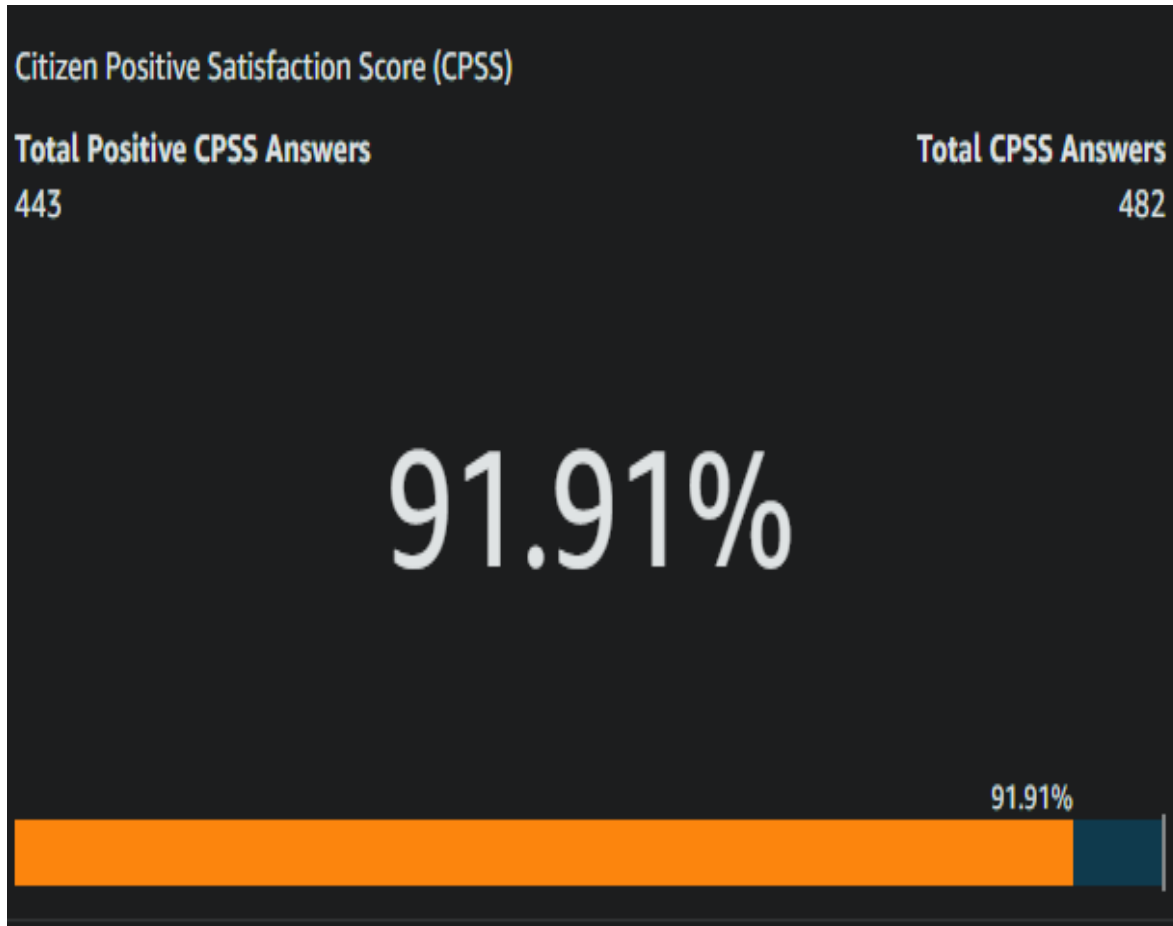
2024 Highlights

- 0 Violent Crimes Reported
- Fraud Reports Up 3% against the avg. but down 18% against 2023.
- Theft from MV Down 92% against the 5-year Avg.
- B&E Down 64% against the Avg.
- 22,304 CFS

Citations and Arrests

- 1715 Citations Issued
- 165 Arrests
- 326 Charges on Arrests





Community Satisfaction

Through Power Engage our citizens are sent text surveys for transparency purposes to solicit feedback on performance. For 2024 our response rate was 47% with just under 92% rating our service as positive.

Citizen Feedback

5, tremendous satisfaction. The officers I dealt with were courteous, amazingly helpful, and most importantly found my list car. They were professional and I couldn't ask for any better response. I would actually rate a 10!

She was efficient.

Appropriately responsive

She was really helpful and she stayed with me on the phone until the officer located me.

It was a very respectful and well handled difficult situation, I appreciate the officers actions and service, thank you.

He was nice and also understanding he did his job with no problem. And after everything was done he let us get back into traffic so we wouldn't have to wait longer.

The officers I dealt with were courteous, amazingly helpful, and most importantly found my list car. They were professional and I couldn't ask for any better response. I would actually rate a 10!

She was efficient and empathetic and professional and prompt.

Very kind and approachable

Training, Education, & Technology

- Officers completed 14 mandatory annual classes
- Officers attended several specialized trainings
- 3 Completed AOMP, 1 began LEEP
- 3 Completed Bachelor Degrees, 1 Masters, 2 Began Masters, 3 Began Bachelor
- Virtual Reality Training Initiated



Safest City to Retire in the U.S. & NC Safest City



Thank you, Council and
Management!



QUESTIONS?





**Adopt Updated Neighborhood Advisory Committee Map
ADDITIONAL AGENDA DETAILS:**

FROM: Doug Willardson, Village Manager
CC: Village Council;
DATE OF MEMO: 02/03/2025

MEMO DETAILS

ATTACHMENTS

1. DOC020625-02062025161828



FY 2025 Quarterly Strategic Operating Plan Update for the Quarter Ended December 31, 2024

ADDITIONAL AGENDA DETAILS:

FROM: Doug Willardson, Village Manager
CC: Village Council;
DATE OF MEMO: 02/05/2025

MEMO DETAILS

This agenda item is intended to provide an overview of the key initiatives the Village has been focusing on, which have been identified as priorities by the Council. Based on our recent retreat discussions, I've made a few updates to our initiative tracking. Notably, I've added the monitoring and enforcement of the Short-Term Rental (STR) ordinance as a formal initiative, in alignment with Council's priorities. Additionally, the previous initiative regarding the relocation of the Public Services Building has been broadened and renamed to the *Redevelopment of Village Place*. This new designation will include the ongoing collaboration with the County on the EMS station, which will play a critical role in the overall development plan.

During this meeting, we will review the status of all these initiatives, accompanied by a presentation that will provide a clear update on our progress.

Furthermore, alongside the initiative status report, we are presenting a Balanced Scorecard (BSC) report that outlines our results for the key performance indicators (KPIs). At our retreat, we discussed that many of our BSC KPIs are qualitative and are evaluated annually. To improve our monitoring, we have introduced additional KPIs that are more quantitative in nature and can be measured more frequently. These new indicators will provide the Council with clearer, more actionable insights into whether we are on the right track.

I believe these updates and adjustments will help ensure that we are consistently aligned with the goals and priorities established by the Council.

Looking forward to discussing these updates in more detail.

ATTACHMENTS

1. BSC KPIs Q1-Q2-24-25
2. FY25 IAP Review

Village of Pinehurst Balanced Scorecard

Customer Perspective						
Goal 1: Safeguard the Community						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Deliver effective fire and rescue services	% of residents satisfied with fire services	100%				
	% of residents satisfied with how quickly fire personnel respond to emergencies	99%				
	% of emergency calls with a response time of 6 minutes and 30 seconds for first-due apparatus	66%	66%	67%	65%	64%
	Five-year rolling average of property value saved, as a percentage of property value at risk in fires	99%				
Deliver effective police services	% of residents whose overall feeling of safety in the Village is good or excellent	98%				
	% of residents satisfied with police services	98%				
	Crime rate per 1,000 residents	24	5	5.9	6.9	5
	90th Percentile response time to high-priority calls	3 minutes, 46 seconds	4 minutes, 13 seconds	3 minutes, 47 seconds	3 minutes, 40 seconds	4 minutes, 51 seconds

Goal 2: Support high-quality neighborhoods, development, and appearance						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Ensure codes and ordinances protect the character of Village Neighborhoods	% of residents satisfied with the quality of new residential development	83%				
	% of residents satisfied with the quality of new commercial development	86%				
	% of residents satisfied with Village efforts to maintain the quality of their neighborhoods	90%				
Enforce codes and ordinances to protect the character of Village neighborhoods	% of residents satisfied with the enforcement of Village codes and ordinances	85%				
	% of code violations resolved within 45 days	99%	99.29%	99.66%	100%	99.84%
	% of building inspections completed within one business day	99%	99.52%	95.36%	99.94%	99.26%
Maintain and enhance the appearance of public spaces	% of residents who rate the overall appearance of public spaces across the Village as good or excellent	92%				

Goal 3: Support a thriving business community			
Strategic Objective	KPI Description	2024	2025
Support the business community	% of downtown businesses satisfied with the overall quality of Village services	97%	
	% of downtown businesses likely to recommend the Village as a business location	87%	

Village of Pinehurst Balanced Scorecard

Customer Perspective						
Goal 4: Support and promote transportation mobility and connectivity						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Provide a safe and effective multi-modal transportation system	% of residents satisfied with the availability of walkways in their neighborhood	70%				
	% of residents satisfied with the availability of greenway/walking trails across the Village	93%				
	# of collisions per 1,000 residents	41	10	9	10	10
Maintain high-quality streets	% of residents satisfied with the adequacy of street lighting	74%				
	% of residents satisfied with street and right of way maintenance	92%				
	Pavement Condition Rating	83				

Goal 5: Preserve the quality of the environment						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Manage stormwater systems	% of residents satisfied with the quality of stormwater management	86%				
	% of MyVOP storm water requests addressed on time	99%	98%	99%	100%	100%
Provide effective and efficient solid waste collection services	% of residents satisfied with solid waste services	98%				
	# of solid waste collection complaints per 1,000 collection points	6	1.58	1.44	1.20	.94
Conserve natural resources	% of residents satisfied with promotion of natural resource conservation	93%				
	% of refuse diverted from the landfill	18.19%				

Goal 6: Promote active living and cultural opportunities						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Provide recreation programs and facilities	% of residents satisfied with P&R programs	98%				
	% of residents satisfied with P&R facilities	99%				
	% of residents satisfied with quality of adult recreation programs	95%				
	% of recreation participants satisfied with athletic and recreation programs	97%	100%	96%	93%	97%
Provide cultural events and opportunities	% of residents satisfied with Village sponsored cultural arts events	99%				
Provide library and archive services	% of residents satisfied with Given Memorial Library services	93%				
	% of residents satisfied with the Tufts Archives	99%				
	# of library and archive visitors	32,189	8,563	9,029	7,546	7,387
	# of materials checked out per month	55,584	14,450	15,350	13,055	13,599

Village of Pinehurst

Balanced Scorecard

Internal Perspective						
Goal 7: Professionally manage a high-performing organization						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Communicate with and engage the community	% of residents satisfied with Village communications	97%				
	% of residents satisfied with the level of public involvement in local decisions	91%				
Provide a high level of customer service	% of residents satisfied with customer service provided by VOP staff	99%				
	% of MyVOP requests and complaints addressed on time	99%	98.5%	98.6%	98.4%	98.1%
Continuously improve and innovate	% of residents satisfied with the value received for taxes paid	95%				
Maintain Village assets	% of depreciable life remaining on capital assets	44%				
	% of Village buildings inspected quarterly	100%	100%	100%	100%	100%

Workforce Perspective						
Goal 8: Attract and retain an engaged workforce						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Provide a supportive and rewarding work environment	% of turnover (all)	13.78%	3.35%	8.24%	1.94%	2.7%
	% of employees who agree that overall they like their job	98%				
	% of volunteers who agree that overall they like their role	100%				

Financial Perspective						
Goal 9: Maintain a Healthy Financial Condition						
Strategic Objective	KPI Description	2024	Q1-24	Q1-25	Q2-24	Q2-25
Meet or exceed established financial targets	Total General Fund fund balance as a % of actual expenditures*	95%				
	General Fund operating margin*	80%				
	General Fund debt service ratio*	1.22%				
	YTD actual expenditures as a % of the budget		20.05%	17.10%	39.15%	
	YTD actual revenues as a % of the budget		51.10%	50.79%	72.24%	
	YTD actual operating expenditures as a % of the budget		20.22%	20.43%	40.69%	
	% of Fair Barn operating expenditures recovered with fees	80.14%	75.21%	80.16%	92.96%	80.92%
	% of Harness Track operating expenditures recovered with fees	35.32%	11.79%	9.92%	50.81%	43.21%
	% of direct costs recovered through recreation fees	327.12	75.38%	153.92%	274.23%	318.43%

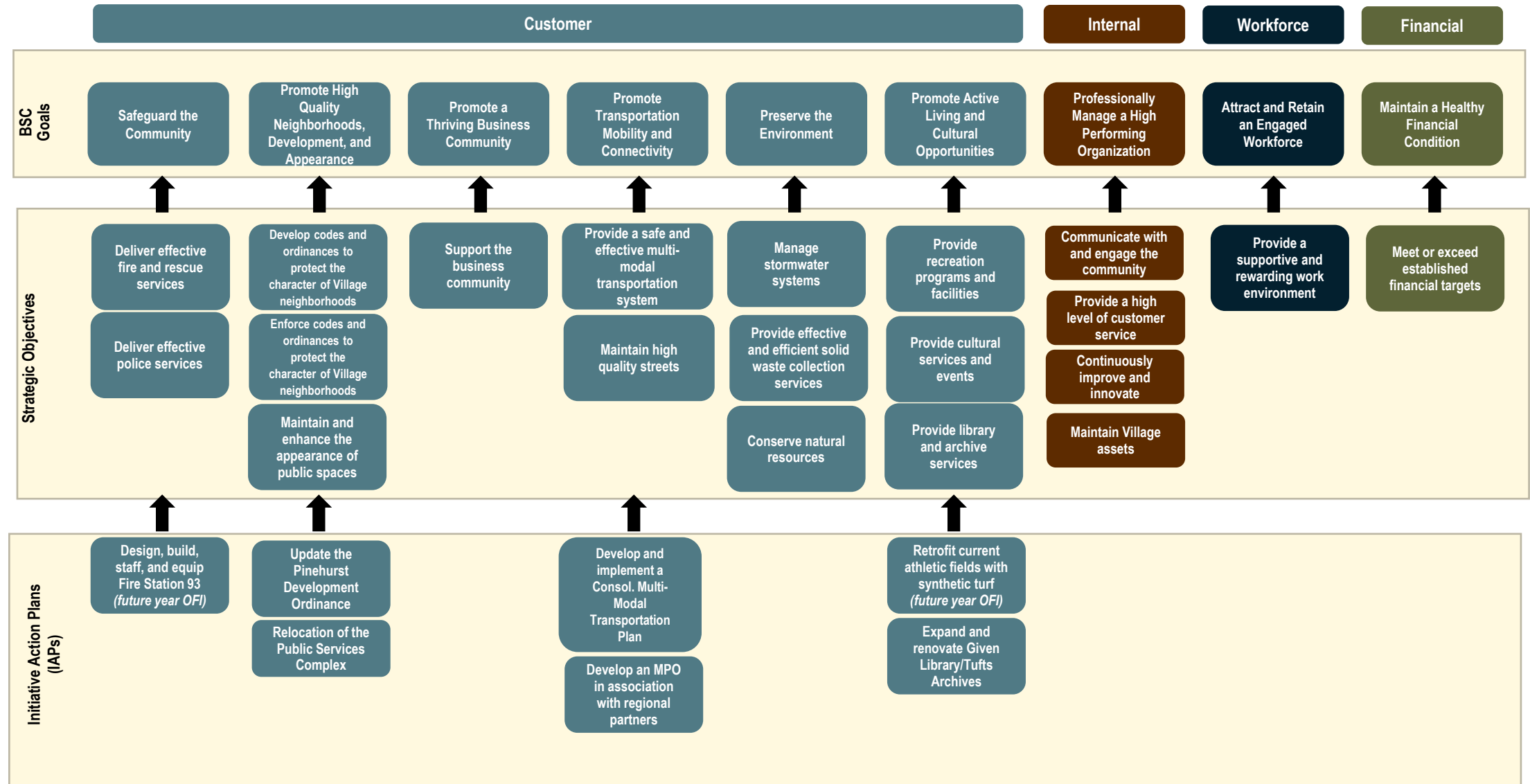
FY25 Initiative Action Plan Review



FY 2025 VOP Strategy Map

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

Mission: To promote, enhance, and sustain the quality of life for residents, businesses, and visitors.



FY25 Initiative Action Plans



- Update the Pinehurst Development Ordinance
- Redevelopment of Village Place
- Expand and renovate Given Memorial Library/Tufts Archives
- 3rd Fire Facility
- Develop Multi-Modal Transportation Plan
- Retrofit athletic fields with synthetic turf
- STR Monitoring & Compliance

Update the Pinehurst Development Ordinance



- **Department:** Planning
- **Cost:** \$0 (costs budgeted in previous FY)
- **Background:** Update the Pinehurst Development Ordinance to reflect priorities of the 2019 Comprehensive Plan and create a unified development ordinance
- **Update:** Contract approved. Focus group selected. Consultant to tour the Village with staff.

Timeline to Present Day

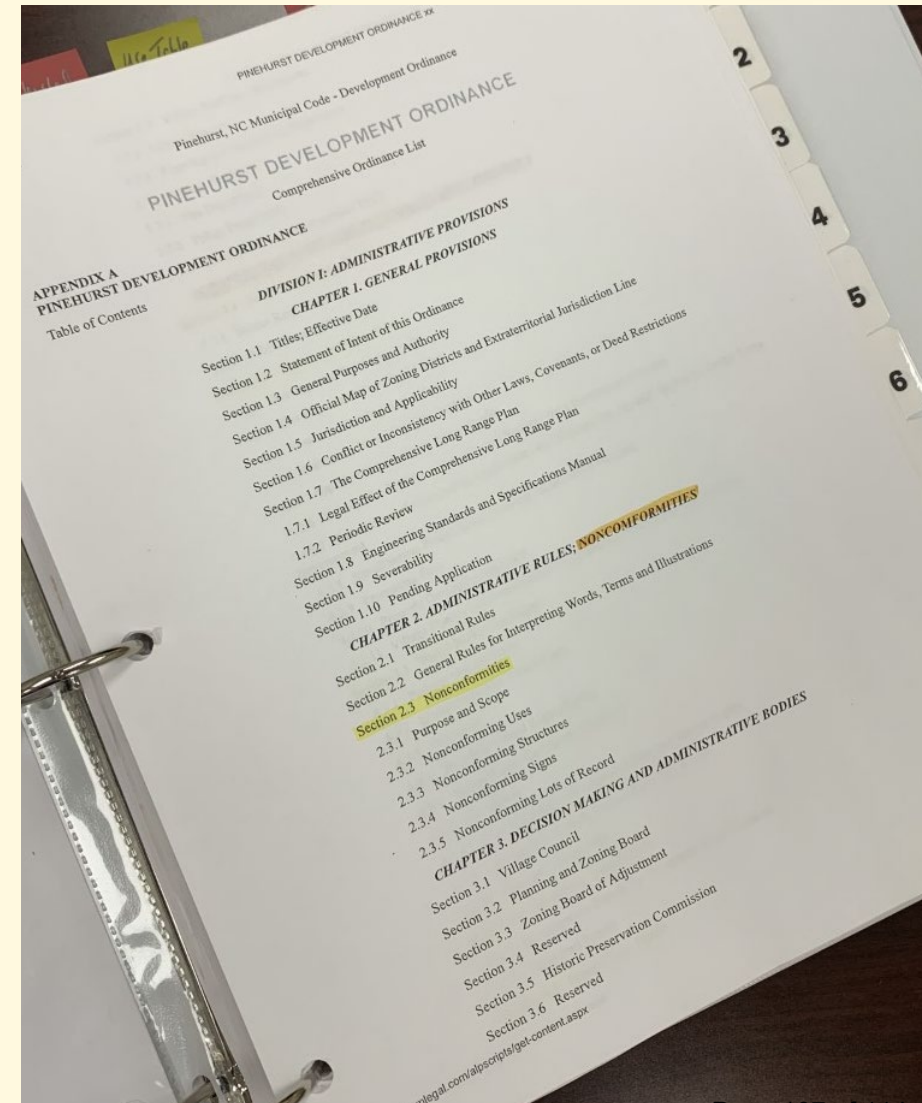
Identified as a need in the 2019 Comprehensive Plan

FY 2021 Strategic Operating Plan – Identified as an IAP for FY21-25

FY 2022 Strategic Operating Plan – Identified as an IAP for FY22-24

FY 2023 Strategic Operating Plan – Identified as an IAP for FY23-24

FY 2024 Strategic Operating Plan – Identified as an IAP for FY24-26



Redevelopment of Village Place



- **Department:** PS & Admin
- **Cost:** \$5,980,000
- **Background:** To allow for additional development in Village Place, the PS Dept will be relocated.
- **Update:** On hold. Working with County to identify options for their EMS Building.



Timeline to Present Day

Identified as a need in the 2019 Comprehensive Plan

FY 2021 Strategic Operating Plan – Discussed as part of Small Area Plan IAP

FY 2022 Strategic Operating Plan – Discussed as part of Small Area Plan IAP

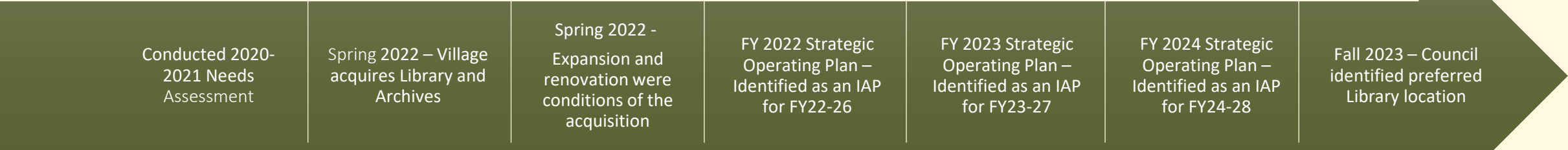
FY 2023 Strategic Operating Plan – Identified as an IAP for FY23-25

FY 2024 Strategic Operating Plan – Identified as an IAP for FY24-28

Expand and Renovate Givens Library & Tufts Archives



- **Department:** Library/Administration
- **Cost:** \$5,600,000-\$8,000,000
- **Background:** After acquiring the Givens Memorial Library and Tufts Archives, the plan is to expand the archives in the current building and construct a new library building.
- **Update:** Project under review by the Technical Review Committee. Expect project to be bid shortly.



3rd Fire Facility



- **Department:** Fire
- **Cost:** \$400,000 for design (FY 2028)
- **Background:** The Fire Department Response BIRDIE (completed in FY 2020) identified the need for an additional fire station to improve service delivery and meet identified performance standards.
- **Update:** Staff is reviewing and updating the FY20 BIRDIE. To be presented to Council in February



Timeline to Present Day

Identified as part of Fire Response BIRDIE, completed in 2020

Discussed as potential IAP in FY 2022 and FY 2023 Strategic Operating Plan Retreats

FY 2024 Strategic Operating Plan – Identified as an IAP for FY28 (initial design)

Retrofit Current Athletic Fields with Synthetic Turf



- **Department:** Parks and Recreation
- **Cost:** \$1,481,700
- **Background:** The Village began the process of retrofitting athletic fields in FY 2023 to decrease maintenance time/costs while decreasing the short-term needs of additional fields.
- **Update:** Project well underway. To be finished prior to spring sports.



Timeline to Present Day

FY 2023 Strategic Operating Plan – Identified as an IAP for FY23-27

Spring 2023 – Cannon Park Field 1 was completed

FY 2024 Strategic Operating Plan – Identified as an IAP for FY24-28

Short-term Rental Monitoring & Compliance

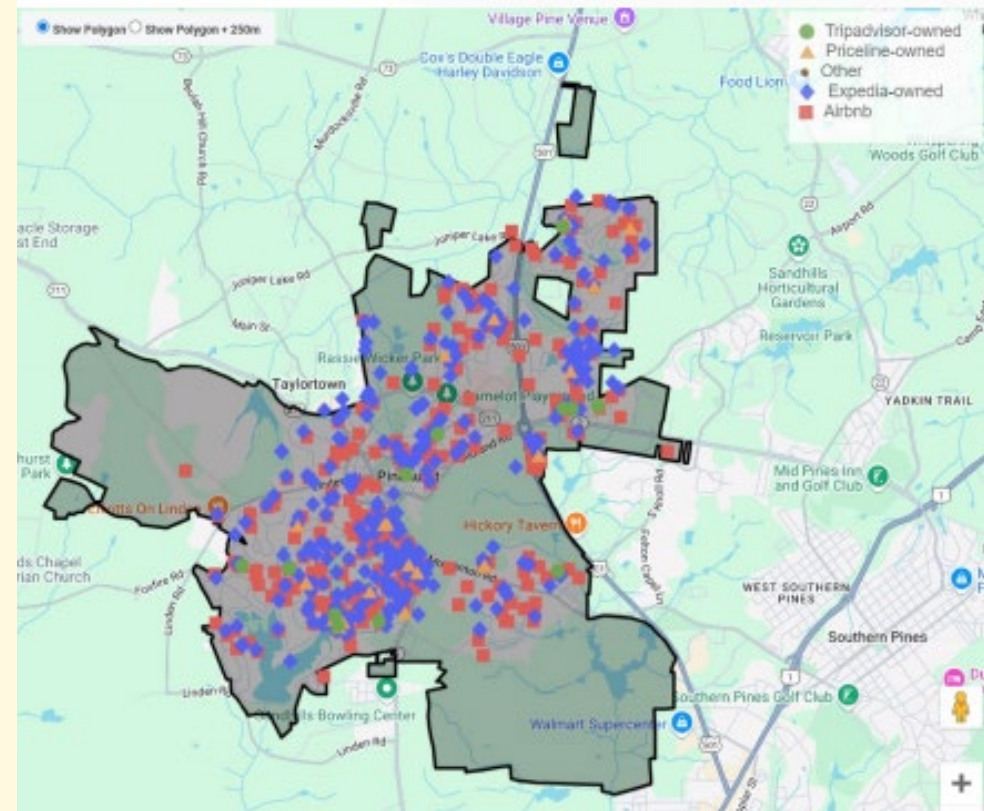


- **Department:** Administration, Planning & Inspections
- **Cost:** \$40,000
- **Background:** Council adopted Ordinance #22-15 in October 2022 to prohibit new short-term rentals from being established. Council has directed staff to more aggressively enforce this ordinance.
- **Update:** Staff has contracted with Granicus to purchase monitoring software and is in the implementation stage. Software will launch in April.

2021-22 Village Council hears debate regarding STRs and their effect on neighborhoods

October 2022, Village Council adopts Ordinance 22-15 prohibiting new STRs from being established

December 2024, Village Council directs staff to more fully enforce Ordinance 22-15



Other Significant Projects



- Downtown Parking
- Document Imaging
- Highway 5 Improvements
- Traffic Circle Improvements
- Time Keeping System
- Replacing Lights at Cannon Park