



**Village Council
Minutes for the Regular Meeting of February 11, 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, February 11, 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 10 members of the audience in attendance, in addition to 7 staff and 1 press.

1. Call to Order.

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

2. Invocation and Pledge of Allegiance.

A. Invocation by Pastor Hugh Tudor-Foley

Mayor Pizzella asked for a moment of silence in remembrance of Mr. Richard "Dick" P. Westcott who served on Council from 1997 to 1999 and passed away in January of 2025.

3. Reports:

Village Manager

- Mr. Doug Willardson reported on the recent controlled burn conducted at the Arboretum and the Chinquapin and Magnolia Roads intersection and stormwater improvements project set to begin this week.

Village Council

- Mayor Pizzella reported on the February 06, 2025, Village of Pinehurst Employees Champion's Club lunch; the February 09, 2025, Moore Free and Charitable Clinic brunch; and the February 11, 2025, Moore County Economic Development Partnership meeting.
- Councilmember Morgan reported on Fort Liberty being renamed to Fort Bragg in honor of Private First-Class Roland Bragg, a World War II veteran who earned a Silver Star and a

Purple Heart for his service during the war.

- Mayor Pro Tem Taylor reported on the February 04, 2025, Village Acres Property Owners' Association meeting and the February 19, 2025, meeting on the Moore County Airport renovations.
- Councilmember Ficklin reported on the February 03, 2025, Beautification Committee meeting.
- Councilmember Farrell reported on the Regional Land Use Advisory Commission's (RLUAC) Board of Directors meeting and stated RLUAC will hold a general meeting next month in Southern Pines.

Mayor Pizzella, also, stated FirstHealth will be doing further generator testing in the morning on Saturday, February 15, 2025. This test is required to bring the new FirstHealth Central Energy Plant online.

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 28, 2025, Regular Meeting Minutes
- January 28, 2025, Work Session Minutes
- January 28, 2025, Closed Session Minutes

B. Budget Amendment Report

End of Consent Agenda.

Upon a motion by Councilmember Morgan, seconded by Councilmember Ficklin, Council unanimously approved the Consent Agenda by a vote of 5-0.

5. Proclamation.

A. Recognition of James Walker Tufts' 190th Birthday (February 11, 1835)

Mayor Pizzella read aloud the proclamation recognizing Mr. James Walker Tufts' 190th birthday and provided historical information on Mr. Tufts' life.

6. Public Comments.

None.

7. Resolutions.

A. Resolution 25-06 Appointment of Mr. Devin Macfarlane to the Planning & Zoning Board and Board of Adjustment

Mr. Willardson asked Mr. Matt Jones, Planning & Zoning Board Chair, and Mr. Devin Macfarlane to join the meeting and provided background information on Mr. Macfarlane's nomination and experience.

Mr. Matt Jones, Planning & Zoning Board Chair, spoke in favor of Mr. Macfarlane's appointment to the Planning & Zoning Board and Board of Adjustment.

Council discussed properly managing any potential conflicts of interest that may arise.

Upon a motion by Councilmember Ficklin, seconded by Councilmember Farrell, Council unanimously approved Resolution 25-06 appointing Mr. Devin Macfarlane to the Planning & Zoning Board and Board of Adjustment effective February 11th, 2025, until February 28th, 2027, by a vote of 5-0.

Mr. Macfarlane thanked Council for the opportunity to serve on the Planning & Zoning Board and Board of Adjustment and stated he is looking forward to assisting with the methodic growth and beautification of the community.

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.

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

Ms. Dana Van Nostrand, Financial Services Director, reviewed a memo detailing the proposed amendments to the Village of Pinehurst Fees & Charges Schedule.

Council agreed to increase the proposed Parking Violation fee from \$25 to \$50 per ticket.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Morgan, Council unanimously approved Resolution 25-07 amending the Village of Pinehurst Fees & Charges Schedule effective July 01st, 2025, including changing the Parking Violation fee from \$25 to \$50 by a vote of 5-0.

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.

EXHIBIT A

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:		
	Entire Code	\$0.10	per sheet
03/2004	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
<u>Rental Fees for Use of Village Rooms</u> 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. <u>Categories of Renters</u> 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.			

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 02/2025 02/2025	Rental Fee – Assembly Hall: Up to 3 hours: Resident	\$100.00	per event
	Non-Resident	\$200.00	per event
	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 .			

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		
	1 st Re-Inspection	\$100.00	per inspection
	2 nd Re-Inspection	\$200.00	per inspection
	3 rd and Subsequent Re-Inspection	\$500.00	per 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.

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

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

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

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
<u>General Fees</u>			
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.			

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)

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/sf	per square foot (sf)
02/2024	Accessory Structures – Residential	\$175	per permit	\$0.30/sf	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		

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.

POLICE:

Council Adopted Date	Description	Fee/Charge	Unit
Miscellaneous Fees			
02/2025	Parking Violations	\$50.00	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

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	

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) Full Day (excluding non-profits) Weekday (excluding non- profits)	\$750.00 \$1,250.00 \$1,000.00	per event
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

	Categories of Renters:
12/2003	<u>Resident:</u> Non-commercial, private individual that resides or owns property within the corporate limits of the Village of Pinehurst.
12/2003	<u>Non-Resident:</u> Non-commercial, private individual that does not own property within the corporate limits of the Village of Pinehurst.
12/2003	<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.
12/2003	<u>Commercial:</u> Any individual, sole proprietorship, corporation, business, or other entity that does not qualify under any other renter category.
07/2017	<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.

The Village of Pinehurst reserves the right to define the renter category based on the usage.

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	Special Use: 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.
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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

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:	\$10.00	per stall, per show
01/2011	Temporary Stalls	\$10.00	per day, per horse
	Horse not using a stall		
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)

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>

RECREATION – PARKS and RECREATION:

Council Adopted Date	Description	Fee/Charge	Unit
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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

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

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

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	\$200.00	first three hours
	Non-Resident	\$250.00	first three hours
07/2017	Resident/Non-Profit and Non-Resident	\$50.00	each additional hour
	Pavilion rental (full day):		
	Resident/Non-Profit	750.00	per day
	Non-Resident	\$1,000.00	per day

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

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

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

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

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

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.

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- 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.	

8. Ordinances.

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

Mr. Willardson reviewed a memo detailing the proposed Social District 2025 Activation Dates and discussed with Council the results of the November 2024 Downtown business survey and the appropriateness of having a Social District for each event listed.

Council discussed removing the US Kids Parade and Holly Arts Festival from the Social District 2025 Activation Dates.

Upon a motion by Councilmember Farrell, seconded by Councilmember Ficklin, Council approved Ordinance 25-02 adopting the Village of Pinehurst Social District 2025 Activation Dates with the exception of the removal of item c. US Kids Parade (July 29, 2025) and item e. Holly Arts Festival (October 18, 2025) by a vote of 4-1 with Councilmember Morgan dissenting.

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. BBQ Fest/Labor Day – August 28, 2025 through September 1, 2025
 - d. 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

(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 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 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.

Chief Glen Webb reviewed a FY 2025 Bi-Annual Police Report PowerPoint presentation outlining the 2024 Highlights; Citations and Arrests; Community Satisfaction; Citizen Feedback; Training, Education, & Technology; and Safest City to Retire in the U.S. & NC Safest City.

B. Adopt Updated Neighborhood Advisory Committee Map

Mr. Willardson reviewed a memo and draft map detailing the proposed update to the Neighborhood Advisory Committee map to include two new Extra-Territorial Jurisdiction (ETJ) areas (Jackson Hamlet / Pinehurst South ETJ and Western ETJ).

Upon a motion by Councilmember Farrell, seconded by Councilmember Morgan, Council unanimously approved to adopt the updated Neighborhood Advisory Committee Map, which includes the Jackson Hamlet / Pinehurst South ETJ neighborhood and the Western ETJ neighborhood effective February 11th, 2025, by a vote of 5-0.

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

Mr. Willardson reviewed a FY25 Initiative Action Plan Review PowerPoint presentation highlighting the FY 2025 VOP Strategy Map, the FY25 Initiative Action Plans, Update the Pinehurst Development Ordinance, Redevelopment of Village Place, Expand and Renovate Given Library and Tufts Archives, 3rd Fire Facility, Multi-Modal Transportation Improvements, Retrofit Current Athletic Fields with Synthetic Turf, Short-Term Rental Monitoring & Compliance, and Other Significant Projects.

Mr. Willardson also reviewed a Village of Pinehurst Balanced Scorecard spreadsheet showing new measures that were added based on feedback from Council at the December 2024 Strategic Planning Retreat.

10. Other Business.

Mayor Pro Tem Taylor stated the draft NCDOT 2026-2035 State Transportation Improvement Program (STIP) is open for public review and comment until April 04, 2025, on the NCDOT website. A “Drop In” for the STIP public review and comment period will be held at the NCDOT Division 8 Office in Carthage from February 24th to the 28th.

Councilmember Farrell thanked Village staff for organizing the celebration of Mr. James Walker Tufts’ 190th birthday.

Mayor Pizzella proposed adding discussion of submitting the Harness Track for National Historic Landmark status and of posting littering penalty signs to a future meeting agenda and proposed adding information on Senate Bill 382 (SB382) to the “Hot Topics” page of vopnc.org.

11. Motion to Adjourn.

Upon a motion by Mayor Pro Tem Taylor, seconded by Councilmember Ficklin, Council unanimously approved to adjourn the Regular Meeting by a vote of 5-0 at 06:39 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