



# WINTERVILLE

*A slice of the good life!*

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## **MAYOR AND TOWN COUNCIL**

RICHARD E. (RICKY) HINES, MAYOR

MARK C. SMITH, MAYOR PRO TEM

TONY P. MOORE, COUNCILMAN

JOHNNY MOYE, COUNCILMAN

PAUL RICE, COUNCILMAN

VERONICA W. ROBERSON, COUNCILWOMAN

## **ADMINISTRATION**

TERRI L. PARKER, TOWN MANAGER

ANTHONY BOWERS, ASSISTANT TOWN MANAGER

KEEN LASSITER, TOWN ATTORNEY

RAY HARDY, BUILDING INSPECTOR

ROBERT SUTTON, ELECTRIC DIRECTOR

CYNTHIA HASKINS, EXECUTIVE STAFF ASSISTANT

JESSICA MANNING, FINANCE DIRECTOR

DAVID MOORE, FIRE CHIEF

EVAN JOHNSTON, PARKS AND RECREATION DIRECTOR

BRYAN JONES, PLANNING DIRECTOR

RYAN WILLHITE, POLICE CHIEF

CLIFF MCGUFFIN, PUBLIC WORKS DIRECTOR

DONALD HARVEY, TOWN CLERK

**APPROVED BUDGET FY 2022-2023**

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July 1, 2022

Mr. Ricky Hines, Mayor  
Mr. Mark Smith, Mayor Pro-Tem  
Mr. Tony Moore, Councilman  
Mr. Johnny Moye, Councilman  
Mr. Paul Rice, Councilman  
Ms. Veronica Roberson, Councilwoman

**RE: Adopted Annual Budget for the 2022-2023 Fiscal Year**

Dear Mayor and Members of the Town Council:

Town Staff is pleased to present the Adopted Annual Budget for Fiscal Year 2022-2023, beginning July 1, 2022 and ending June 30, 2023. The Adopted Budget has been prepared in accordance with the NC Local Government Fiscal Control Act as required by NC General Statute Chapter 159-11.

The Adopted Draft Budget includes:

- *includes no tax adjustments;*
- *includes no rate adjustments;*
- *some fee adjustments;*
- *includes some restructuring and new positions;*
- *includes a few capital outlay expenditures;*
- *includes funding for Non-Town Agency funding as approved by Council;*
- *includes contributions from the Water, Sewer, Storm water and Electric funds to the General Fund to compensate for administrative services;*
- *includes a 7.5% COLA for employees;*
- *Health Insurance costs increased 0%;*
- *Dental Insurance premiums increased by 3%;*
- *\$25,000 is included to add to the OPEB (Other Post-Employment Benefits) reserve; and*
- *The Town is absorbing the whole costs of the Fire Department Hiring Grant. The Recruitment and Retention Grant still has part of a year left in place. The Town will absorb the full cost of that Grant in FY 2023-2024.*

Below is a brief budgetary summary of point of interests:

**GENERAL FUND:**

All revenues, which comprise the General Fund, have been forecasted in a conservative manner. Staff has reviewed the estimates for state-collected revenues published every year by the North Carolina League of Municipalities, current economic trends for Eastern North Carolina, current nationwide economic trends and historical data from the Town. The Adopted

Budget assumes a 98% collection rate for ad valorem taxes and a slight increase in local option sales tax. The inspections line references a full year's worth of anticipated revenue.

The total General Fund budget currently totals **\$11,891,850**. There is a General Fund balance appropriation of **\$507,102** as well as a transfer from the Electric Fund to the General Fund in an amount of **\$650,000**.

General Fund departments include the Town Council, Administration, Human Resources, Inspections/GIS, Finance, Information Technology, Planning, Non-Departmental, Public Buildings, Ground and Lawn Maintenance, Police, Fire, EMS, Animal Control, Mosquito Control, Public Works, and Sanitation budgets. Expenses have again been forecasted in a conservative manner but approached in such a way that service to the citizens remains constant.

Some highlights (In addition to departmental requests) in the General Fund Departmental budgets include:

- Approved Non-Town agency allocations for FY 2022-2023 total \$90,000. The approved **cash** allocations for Non-Town Agency funding are as follows:
  - *Winterville Watermelon Festival* - \$50,000;
  - *Boys and Girls Club* - \$5,000;
  - *Winterville Chamber of Commerce* - \$20,000;
  - *Pitt County Council on Aging (Meals on Wheels)* - \$6,500;
  - *Rebuilding Together, Pitt County, NC* - \$0.00;
  - *Winterville Senior Citizens Club* - \$3,500;
  - *Young Scholars and Leaders Institute* - \$0.00 and;
  - *Pitt County Girls Softball* - \$5,000.
- The in-kind amount for Winterville Historical and Arts Society (WHAS) - \$11,750.
- The in-kind amount for the Winterville Chamber - \$1,000.
- Sheppard Memorial Library has requested a total of \$168,400.

### **RECREATION FUND:**

Recreation revenues and expenditures have been estimated in a manner similar to the General Fund budget. This Fund was hit especially hard due to the effects COVID-19 had on programs. A transfer from General Fund to Recreation in the amount of \$936,670 has been included for operational purposes.

The total budget for Parks and Recreation for FY 2022-2023 is estimated to be **\$1,121,920**.

### **POWELL BILL FUND:**

The total budget for the Powell Bill Fund for FY 2021-2022 is estimated to be **\$277,187**. There is no contribution from "Fund Balance" included in this budget.



**FIRE DEPARTMENT GRANT FUND:**

This Fund includes the salaries and benefits for the Recruitment and Retention Grant. The total budget for the Fire Department Grant Fund for FY 2022-2023 is estimated to be **\$133,274**. The Town is taking on the whole costs of the FEMA Hiring Grant this Fiscal Year.

**URGENT REPAIR FUND:**

There is no allocation of money to this Fund for FY 2022-2023 due the inactive Urgent Repair Program. The program became inactive during the COVID-19 Pandemic and is scheduled to resume this Fiscal Year using moneys already budgeted in this Fund from previous Budget years.

**ENTERPRISE FUNDS:**

**Electric Fund** - There is a transfer from Electric Fund to General Fund in the amount of \$650,000 as is done annually to assist in covering the costs of operations. Due to the rapid expansion of our Town, substantial amount of capital work continues. The total budget for the Electric Fund is estimated to be **\$8,221,063**. There is a contribution from "fund balance" included in this Fund budget in the amount of **\$912,168**.

**Water Fund** – The total budget for the Water Fund is estimated to be **\$1,661,847**. There is a contribution from "fund balance" included in this Fund budget in the amount of **\$67,268**. \$472,000 is included for water purchases for resale. This amount covers the water currently purchased from Greenville Utilities.

**Sewer Fund** – The total budget for the Sewer Fund is estimated to be **\$2,643,646**. There is a contribution from "fund balance" included in this Fund budget in the amount of **\$141,292**.

As you are aware, the Town is a member of the Contentnea Metropolitan Sewerage District (CMSD) and the District performs the treatment function of our sewer system. The Town pays its share based on a formula, which contains several components. The Town's appropriation to CMSD is budgeted as **\$1,142,866**, which is a \$118,194 increase from the allocation paid in FY 2020-2021.

**Storm Water Fund** – The total budget for the Storm Water Fund is estimated to be **\$520,347**. There is a contribution from "fund balance" included in this Fund budget in the amount of **\$10,165**.

**Conclusion:**

It is with great stress and caution that Staff presents Approved Annual Budget for FY 2022-2023. As you know, the cost of doing business continues to rise and as such, it requires us to continue to assess our current revenue streams and adjust accordingly, while planning.

The **Total Budget for FY 2022-2023 is \$26,481,299**. Staff has continued concerns about the Town's current revenue sources and we urge Council to look toward making upward adjustments in some of these sources soon. As the Town continues its rapid growth and expansion, there will be added pressure on our workforce, equipment and facilities. Many thanks to all the Departments and the Council for the hard work put in to assist in bringing this Budget forward!

Please let us know should anyone have further questions.

Thank you.

*Terri L. Parker*

Terri L. Parker  
Town Manager

*Jessica Manning*

Jessica Manning  
Finance Director

*Anthony Bowers*

Assistant Town Manager

**Town of Winterville  
Fund Summaries  
Budget Year 2022-2023**

Fund	Revenues						Appropriations
	Internal			External			
	Current	Prior Year	Services	Transfer	Debt Proceeds		
General Fund	\$ 9,371,109.00	\$ 507,102.00	\$ 1,363,639.00	\$ 650,000.00	\$ -	\$ -	\$ 11,891,850.00
Recreation	\$ 185,250.00	\$ -	\$ -	\$ 936,670.00			\$ 1,121,920.00
Powell Bill	\$ 277,187.00	\$ -	\$ -	\$ -			\$ 277,187.00
Fire Grant Fund	\$ 100,461.00		\$ -	\$ 32,813.00			\$ 133,274.00
Housing	\$ -		\$ -	\$ -			\$ -
Electric	\$ 7,219,395.00	\$ 912,168.00	\$ 89,500.00	\$ -			\$ 8,221,063.00
Water	\$ 1,594,579.00	\$ 67,268.00	\$ -	\$ -			\$ 1,661,847.00
Sewer	\$ 2,502,354.00	\$ 141,292.00	\$ -	\$ -			\$ 2,643,646.00
Stormwater	\$ 530,512.00	\$ -	\$ -	\$ -			\$ 530,512.00
<b>Total</b>	<b>\$ 21,780,847.00</b>	<b>\$ 1,627,830.00</b>	<b>\$ 1,453,139.00</b>	<b>\$ 1,619,483.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,481,299.00</b>

User: terri.parker

DB: Winterville

Fund: 10 GENERAL FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4110-00 - TOWN COUNCIL							
10-4110-00-4120	SALARIES AND WAGES	57,000	53,200	57,000	61,275	61,275	61,275
10-4110-00-4126	FICA EXPENSE	3,591	4,070	4,418	4,749	4,749	4,749
10-4110-00-4127	INSURANCE EXPENSE	120	82	120	120	120	120
10-4110-00-4221 *	PROFESSION DEVELOP-EDUCAT	10,000	3,015	11,000	11,000	11,000	11,000
10-4110-00-4222 *	TRAVEL-MEALS, LODGING,MILE	20,000	12,552	23,500	23,500	23,500	23,500
10-4110-00-4230	SUPPLIES & MATERIALS	500	425	1,000	1,000	1,000	1,000
10-4110-00-4234 *	DUES & SUBSCRIPTIONS	17,000	2,731	17,250	17,250	17,250	17,250
Totals for dept 4110-00 - TOWN COUNCIL		108,211	76,075	114,288	118,894	118,894	118,894

\* NOTES TO BUDGET: DEPARTMENT 4110-00 TOWN COUNCIL

4221	PROFESSION DEVELOP-EDUCAT						
	FOOTNOTE AMOUNTS:						
	ELECTRICITIES ANNUAL CONFERENCE			4,500	4,500	4,500	4,500
	FOOTNOTE AMOUNTS:						
	NCLM CONFERENCE			3,500	3,500	3,500	3,500
	FOOTNOTE AMOUNTS:						
	NCBEMO CONFERENCE			1,500	1,500	1,500	1,500
	FOOTNOTE AMOUNTS:						
	UNC SCHOOL OF GOVERNMENT			1,500	1,500	1,500	1,500
	ACCOUNT '4221' TOTAL			11,000	11,000	11,000	11,000

4222	TRAVEL-MEALS, LODGING, MILE						
	FOOTNOTE AMOUNTS:						
	ELECTRICITIES CONFERENCE LODGING			7,000	7,000	7,000	7,000
	FOOTNOTE AMOUNTS:						
	ELECTRICITES CONFERENCE TRAVEL			4,000	4,000	4,000	4,000
	FOOTNOTE AMOUNTS:						
	NCBEMO CONFERENCE LODGING			3,000	3,000	3,000	3,000
	FOOTNOTE AMOUNTS:						
	NCBEMO CONFERENCE TRAVEL			1,500	1,500	1,500	1,500
	FOOTNOTE AMOUNTS:						
	NCLM ANNUAL CONFERENCE TRAVEL			2,000	2,000	2,000	2,000
	FOOTNOTE AMOUNTS:						
	NCLM ANNUAL CONFERENCE LODGING			4,000	4,000	4,000	4,000
	FOOTNOTE AMOUNTS:						
	MEALS FOR SPECIAL MEETING AND BUDGET WORK SESSIONS			2,000	2,000	2,000	2,000
	ACCOUNT '4222' TOTAL			23,500	23,500	23,500	23,500

4234	DUES & SUBSCRIPTIONS						
	FOOTNOTE AMOUNTS:						
	NCLM			11,240	11,240	11,240	11,240
	FOOTNOTE AMOUNTS:						
	NCLM LEAGUE LETTER			30	30	30	30
	FOOTNOTE AMOUNTS:						
	NCLM SOUTHERN CITIES			30	30	30	30
	FOOTNOTE AMOUNTS:						
	UNC SCHOOL OF GOVERNMENT			1,550	1,550	1,550	1,550
	FOOTNOTE AMOUNTS:						
	MID-EAST COMMISSION			3,750	3,750	3,750	3,750
	FOOTNOTE AMOUNTS:						
	ACCOUNT '4234' TOTAL			250	250	250	250

User: terri.parker

DB: Winterville

Fund: 10 GENERAL FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 4110-00 - TOWN COUNCIL							
	WINTERVILLE CHAMBER OF COMMERCE						
	FOOTNOTE AMOUNTS:			250	250	250	250
	NCBEMO			150	150	150	150
	FOOTNOTE AMOUNTS:						
	NC WOMEN IN MUNICIPAL GOVERNMENT			17,250	17,250	17,250	17,250
	ACCOUNT '4234' TOTAL			51,750	51,750	51,750	51,750
	DEPT '4110-00' TOTAL						

User: terri.parker

DB: Winterville

Fund: 10 GENERAL FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT HEAD REQUESTED THRU 06/30/22	2022-23 BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4120-00 - ADMINISTRATION							
10-4120-00-4120 *	SALARIES AND WAGES	437,559	413,863	498,553	510,423	510,423	510,423
10-4120-00-4121	OVERTIME	2,500	1,644	2,500	2,500	2,500	2,500
10-4120-00-4122	LONGEVITY	2,000	1,500	5,602	6,130	6,130	6,130
10-4120-00-4126	FICA EXPENSE	34,954	30,855	36,930	39,699	39,699	39,699
10-4120-00-4127	INSURANCE EXPENSE	109,439	83,666	126,434	126,434	126,434	126,434
10-4120-00-4130	RETIREMENT	50,900	46,491	56,968	56,968	56,968	56,968
10-4120-00-4170	401(K) RETIREMENT	22,423	20,318	23,541	23,541	23,541	23,541
10-4120-00-4221	PROFESSION DEVELOP-EDUCAT	5,000	2,775	6,000	6,000	6,000	6,000
10-4120-00-4222	TRAVEL-MEALS, LODGING,MILE	7,500	2,687	7,500	7,500	7,500	7,500
10-4120-00-4223	POSTAGE & TELEPHONE	500	384	500	500	500	500
10-4120-00-4230	SUPPLIES & MATERIALS	6,500	4,866	7,000	7,000	7,000	7,000
10-4120-00-4234	DUES & SUBSCRIPTIONS	5,000	4,999	6,000	6,000	6,000	6,000
10-4120-00-4261	ADVERTISING	2,000	952	2,000	2,000	2,000	2,000
10-4120-00-7150	CAPITAL OUTLAY ACCOUNT	28,100					
Totals for dept 4120-00 - ADMINISTRATION		714,375	615,000	779,528	794,695	794,695	794,695

\* NOTES TO BUDGET: DEPARTMENT 4120-00 ADMINISTRATION

4120	SALARIES AND WAGES			577,303	577,303	577,303	577,303
FOOTNOTE AMOUNTS:							
104120004120 - THE CHANGE IN THIS LINE ITEM AND SUBSEQUENT PERSONNEL LINE ITEMS IS DUE TO THE DIFFERENTIAL BETWEEN THE NEW ASSISTANT TOWN MANAGER'S SALARY AND BENEFITS AND THE FORMER ASSISTANT TOWN MANAGER'S SALARY AND BENEFITS.							
DEPT '4120-00' TOTAL				577,303	577,303	577,303	577,303

User: terri.parker

DB: Winterville Fund: 10 GENERAL FUND Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>						
Dept 4120-01 - FINANCE						
10-4120-01-4120 *	SALARIES AND WAGES	408,711	377,419	395,334	404,747	404,747
10-4120-01-4121	OVERTIME	3,200	1,327	3,200	3,200	3,200
10-4120-01-4122	LONGEVITY	6,710	8,326	5,385	5,788	5,788
10-4120-01-4126	FICA EXPENSE	33,479	27,819	29,906	32,083	32,083
10-4120-01-4127	INSURANCE EXPENSE	120,916	102,577	142,810	142,810	142,810
10-4120-01-4130	RETIREMENT	49,031	43,119	47,835	48,974	48,974
10-4120-01-4170	401(K) RETIREMENT	21,600	18,509	19,255	20,237	20,237
10-4120-01-4221	PROFESSION DEVELOP-EDUCAT	2,400	1,494	3,000	3,000	3,000
10-4120-01-4221	TRAVEL-MEALS, LODGING,MILE	1,800	455	1,900	1,900	1,900
10-4120-01-4222	POSTAGE & TELEPHONE	850	707	850	850	850
10-4120-01-4225	MAINT & REPAIR-EQUIPMENT	500	500	500	500	500
10-4120-01-4226	MAINT & REPAIR-VEHICLE	1,000	20	1,000	1,000	1,000
10-4120-01-4227	FUEL (VEHICLES)	400	169	400	400	400
10-4120-01-4230	SUPPLIES & MATERIALS	14,500	5,055	14,500	10,000	10,000
10-4120-01-4233 *	CONTRACTED SERVICES	131,995	73,579	134,200	134,200	134,200
10-4120-01-4234	DUES & SUBSCRIPTIONS	1,340	957	1,540	1,540	1,540
10-4120-01-4261	ADVERTISING	2,800	2,800	2,800	2,800	2,800
10-4120-01-4290	CREDIT CARD	70,000	17,550	25,000	20,000	20,000
10-4120-01-5132	DEBT SERVICE EXPENSE	70,152	70,152	71,470	71,470	71,470
10-4120-01-5133	INTEREST EXPENSE	9,185	9,185	7,867	7,867	7,867
10-4120-01-7150	CAPITAL OUTLAY ACCOUNT	310,700	178,910			
Totals for dept 4120-01 - FINANCE		1,261,269	937,329	908,752	913,366	913,366

\* NOTES TO BUDGET: DEPARTMENT 4120-01 FINANCE

4120 SALARIES AND WAGES

FOOTNOTE AMOUNTS: 395,334 395,334 395,334 395,334

104120014120 - THE DIFFERENTIAL IN THIS LINE ITEM AND SUBSEQUENT PERSONNEL RELATED LINE ITEMS ARE DUE TO THE SALARY AND BENEFIT DIFFERENCES BETWEEN THE FORMER FINANCE DIRECTOR AND THE NEW FINANCE DIRECTOR AS WELL AS THE DIFFERENCES IN SALARY AND BENEFITS BETWEEN THE FORMER ACCOUNTING OPERATIONS MANAGER AND THE ANTICIPATED SALARY AND BENEFITS FOR A NEW ACCOUNTING OPERATIONS MANAGER. THERE IS A PART-TIME CSR THAT WAS CHANGED TO A FULL-TIME CSR AND THAT SALARY AND BENEFITS ARE INCLUDED HERE. THIS POSITION'S DUTIES WILL BE SPLIT WITH INSPECTIONS/GIS.

4233 CONTRACTED SERVICES

FOOTNOTE AMOUNTS: 2,500 2,500 2,500 2,500

PITT COUNTY TAX BILLING

FOOTNOTE AMOUNTS: 2,100 2,100 2,100 2,100

PITNEY BOWES

FOOTNOTE AMOUNTS: 15,000 15,000 15,000 15,000

OSG UTILITY BILLING

FOOTNOTE AMOUNTS: 42,500 42,500 42,500 42,500

AUDIT

FOOTNOTE AMOUNTS: 5,000 5,000 5,000 5,000

BOOK KEEPING AND CAFR

FOOTNOTE AMOUNTS: 5,200 5,200 5,200 5,200

ACTUARIAL STUDY

FOOTNOTE AMOUNTS: 1,500 1,500 1,500 1,500

VERISIGN

FOOTNOTE AMOUNTS: 6,000 6,000 6,000 6,000

BANKING SERVICES

FOOTNOTE AMOUNTS: 3,600 3,600 3,600 3,600

ONLINE COLLECTIONS

User: terri.parker

DB: Winterville

Fund: 10 GENERAL FUND

Calculations as of 06/30/2022

2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23

AMENDED ACTIVITY PT HEAD REQUESTED MANAGER REVIEWWN COUNCIL REVIEW FINAL APPROVED

BUDGET THRU 06/30/22 BUDGET BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 4120-01 - FINANCE							
	DEBTBOOK SOFTWARE			4,500	4,500	4,500	4,500
	EZ SCAN			1,500	1,500	1,500	1,500
	EXECUTIME			11,800	11,800	11,800	11,800
	BS&A ANNUAL MAINTENANCE			33,000	33,000	33,000	33,000
	ACCOUNT '4233' TOTAL			134,200	134,200	134,200	134,200
	DEPT '4120-01' TOTAL			529,534	529,534	529,534	529,534



User: terri.parker

DB: Winterville Fund: 10 GENERAL FUND Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>						
Dept 4120-02 -	INSPECTIONS / GIS					
10-4120-02-4120	SALARIES AND WAGES	156,227	132,238	135,240	138,460	138,460
10-4120-02-4121	OVERTIME	3,000	740	3,000	3,000	3,000
10-4120-02-4122	LONGEVITY	1,360	1,376	1,200	1,300	1,300
10-4120-02-4126	FICA EXPENSE	12,454	10,090	10,823	11,081	11,081
10-4120-02-4127	INSURANCE EXPENSE	34,018	27,004	34,059	34,059	34,059
10-4120-02-4130	RETIREMENT	15,331	13,497	16,897	17,300	17,300
10-4120-02-4170	401(K) RETIREMENT	6,754	5,853	6,983	7,149	7,149
10-4120-02-4221	PROFESSION DEVELOP-EDUCAT	400	310	8,000	7,000	7,000
10-4120-02-4221	TRAVEL-MEALS, LODGING,MILE	500	121	5,000	4,000	4,000
10-4120-02-4223	POSTAGE & TELEPHONE	800	56	1,500	1,500	1,500
10-4120-02-4224	OFFICE SUPPLIES	7,000	5,246	8,000	7,000	7,000
10-4120-02-4225	MAINT & REPAIR-EQUIPMENT	600	245	1,000	1,000	1,000
10-4120-02-4226	MAINT & REPAIR-VEHICLE	1,500	1,305	3,000	2,000	2,000
10-4120-02-4227	FUEL (VEHICLES)	1,000	856	2,500	2,500	2,500
10-4120-02-4230	SUPPLIES & MATERIALS	12,716	5,828	12,000	11,000	11,000
10-4120-02-4231	UNIFORMS & SHOES	350	268	750	750	750
10-4120-02-4233 *	CONTRACTED SERVICES	49,450	28,752	43,000	40,000	40,000
10-4120-02-4234	DUES & SUBSCRIPTIONS	2,600	951	3,000	3,000	3,000
10-4120-02-7150	CAPITAL OUTLAY ACCOUNT	39,600	9,396			
Totals for dept 4120-02 - INSPECTIONS / GIS		345,660	244,132	295,952	292,099	292,099

\* NOTES TO BUDGET: DEPARTMENT 4120-02 INSPECTIONS / GIS

4233	CONTRACTED SERVICES	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:
	DUNCAN PARNELL TRIMBLE SERVICE CONTRACT	3,000	3,000	3,000	3,000	3,000
	ESRI ANNUAL SERVICE CONTRACT	9,000	9,000	9,000	9,000	9,000
	CODE ENFORCEMENT/CLEANUP	8,000	8,000	8,000	8,000	8,000
	ACCURENT	1,850	1,850	1,850	1,850	1,850
	DEMOLITION COSTS	21,150	18,150	18,150	18,150	18,150
	ACCOUNT '4233' TOTAL	43,000	40,000	40,000	40,000	40,000
	DEPT '4120-02' TOTAL	43,000	40,000	40,000	40,000	40,000

User: terri.parker

Fund: 10 GENERAL FUND

DB: Winterville

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4120-03 - HUMAN RESOURCES							
10-4120-03-4120 *	SALARIES AND WAGES			75,000	80,625	80,625	80,625
10-4120-03-4122	LONGEVITY			100	100	100	100
10-4120-03-4126	FICA EXPENSE			5,813	6,248	6,248	6,248
10-4120-03-4127	INSURANCE EXPENSE		52,357	21,110	21,110	21,110	21,110
10-4120-03-4130	RETIREMENT	79,426		9,075	9,756	9,756	9,756
10-4120-03-4131 *	RETIREE INSURANCE			79,500	79,500	79,500	79,500
10-4120-03-4170	401(K) RETIREMENT			3,750	4,031	4,031	4,031
10-4120-03-4185	UNEMPLOYMENT INS RES CONT			5,000	5,000	5,000	5,000
10-4120-03-4221	PROFESSION DEVELOP-EDUCAT	1,200	219	1,500	1,500	1,500	1,500
10-4120-03-4222	TRAVEL-MEALS, LODGING,MILE	500	182	1,000	1,000	1,000	1,000
10-4120-03-4230	SUPPLIES & MATERIALS	6,269	2,376	4,000	4,000	4,000	4,000
10-4120-03-4231 *	UNIFORMS & SHOES	500		1,000	1,000	1,000	1,000
10-4120-03-4233 *	CONTRACTED SERVICES	22,600	322	9,600	9,600	9,600	9,600
10-4120-03-4234	DUES & SUBSCRIPTIONS	145	126	1,000	1,000	1,000	1,000
10-4120-03-4261	ADVERTISING	3,000	1,300	3,000	3,000	3,000	3,000
10-4120-03-5108	EMPLOYEE APPRECIATION EVT	14,000	10,120	15,000	15,000	15,000	15,000
10-4120-03-5123	EAP/WEELNESS PROGRAM	500		500	500	500	500
10-4120-03-5125	TUITION REIMBURSEMENT	500		1,000	1,000	1,000	1,000
10-4120-03-9116	CONT TO OPEB RESERVE ACCT	25,000		25,000	25,000	25,000	25,000
Totals for dept 4120-03 - HUMAN RESOURCES		153,640	67,002	261,948	268,970	268,970	268,970
* NOTES TO BUDGET: DEPARTMENT 4120-03 HUMAN RESOURCES							
4120	SALARIES AND WAGES			75,000	75,000	75,000	75,000
FOOTNOTE AMOUNTS:							
ADDITION OF SALARY AND BENEFIT LINES ITEMS FOR NEW HUMAN RESOURCES DIRECTOR POSITION.							
4131	RETIREE INSURANCE			67,417	67,417	67,417	67,417
FOOTNOTE AMOUNTS:							
BCBS - RETIREES							
FOOTNOTE AMOUNTS:							
METLIFE							
FOOTNOTE AMOUNTS:							
BCBS INDIVIDUAL RETIREES							
ACCOUNT '4131' TOTAL							
CONTRACTED SERVICES							
FOOTNOTE AMOUNTS:							
FMRT PROCESSING - PD							
FOOTNOTE AMOUNTS:							
RANDOM DRUG SCREENING							
FOOTNOTE AMOUNTS:							
EMPLOYEE PROCESSING							
FOOTNOTE AMOUNTS:							
VACCINES							
ACCOUNT '4233' TOTAL							
DEPT '4120-03' TOTAL							

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4120-04 - INFORMATION TECHNOLOGY							
10-4120-04-4224	OFFICE SUPPLIES	1,000		1,000	1,000	1,000	1,000
10-4120-04-4225	MAINT & REPAIR-EQUIPMENT	1,500		1,500	1,500	1,500	1,500
10-4120-04-4230	SUPPLIES & MATERIALS	2,000	1	2,000	2,000	2,000	2,000
10-4120-04-4233 *	CONTRACTED SERVICES	453,731	307,912	443,250	443,250	443,250	443,250
10-4120-04-4234	DUES & SUBSCRIPTIONS	4,000	2,038	5,000	5,000	5,000	5,000
10-4120-04-4267	SMALL EQUIPMENT	5,000	2,999	5,000	5,000	5,000	5,000
10-4120-04-7150	CAPITAL OUTLAY ACCOUNT	4,822	19,970				
Totals for dept 4120-04 - INFORMATION TECHNOLOGY		472,053	332,920	457,750	457,750	457,750	457,750

\* NOTES TO BUDGET: DEPARTMENT 4120-04 INFORMATION TECHNOLOGY

4233	CONTRACTED SERVICES	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:
	GEO TAB - MOBILE SOLUTIONS	14,600		14,600	14,600	14,600	14,600
	SYN FUEL TECH		850	850	850	850	850
	VC3 CONTRACT	320,000		320,000	320,000	320,000	320,000
	DOMAIN NAMES		100	100	100	100	100
	SERVER WARRANTIES	4,200		4,200	4,200	4,200	4,200
	WIRELESS SOFTWARE MAINTENANCE	2,500		2,500	2,500	2,500	2,500
	VIRTUAL SERVER SOFTWARE MAINTENANCE	9,000		9,000	9,000	9,000	9,000
	TOWN COUNCIL INTERNET REIMBURSEMENT	3,000		3,000	3,000	3,000	3,000
	INTERNET SERVICE	45,000		45,000	45,000	45,000	45,000
	NCDIT PHONE SERVICE	2,000		2,000	2,000	2,000	2,000
	PHONE SERVICE OUTSIDE VOICE ADVANTAGE	10,000		10,000	10,000	10,000	10,000
	COPIER MAINTENANCE AGREEMENT	6,500		6,500	6,500	6,500	6,500
	BS&A MAINTENANCE	20,000		20,000	20,000	20,000	20,000
	SAN WARRANTY RENEWAL	5,500		5,500	5,500	5,500	5,500
	ACCOUNT '4233' TOTAL	443,250		443,250	443,250	443,250	443,250
	DEPT '4120-04' TOTAL	443,250		443,250	443,250	443,250	443,250

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<b>APPROPRIATIONS</b>							
Dept 4130-00 - PLANNING							
10-4130-00-4120	SALARIES AND WAGES	80,977	78,549	84,932	86,954	86,954	86,954
10-4130-00-4122	LONGEVITY	100	100	300	300	300	300
10-4130-00-4126	FICA EXPENSE	6,284	5,502	6,607	6,764	6,764	6,764
10-4130-00-4127	INSURANCE EXPENSE	36,015	30,503	38,487	38,487	38,487	38,487
10-4130-00-4130	RETIREMENT	9,203	8,683	10,315	10,560	10,560	10,560
10-4130-00-4170	401(K) RETIREMENT	3,870	3,803	4,074	4,170	4,170	4,170
10-4130-00-4221	PROFESSION DEVELOP-EDUCAT	950	265	950	950	950	950
10-4130-00-4222	TRAVEL-MEALS, LODGING,MILE	1,950	387	1,950	1,950	1,950	1,950
10-4130-00-4223	POSTAGE & TELEPHONE	600	336	600	600	600	600
10-4130-00-4225	MAINT & REPAIR-EQUIPMENT	250		250	250	250	250
10-4130-00-4226	MAINT & REPAIR-VEHICLE	250		250	250	250	250
10-4130-00-4227	FUEL (VEHICLES)	500	289	500	500	500	500
10-4130-00-4230	SUPPLIES & MATERIALS	300		300	300	300	300
10-4130-00-4233 *	CONTRACTED SERVICES	8,921	753	4,500	4,500	4,500	4,500
10-4130-00-4234	DUES & SUBSCRIPTIONS	575	120	575	575	575	575
10-4130-00-4261	ADVERTISING	5,000	2,487	5,000	5,000	5,000	5,000
10-4130-00-4291	RECORDING FEES	600	398	600	600	600	600
Totals for dept 4130-00 - PLANNING		156,345	132,175	160,190	162,710	162,710	162,710

\* NOTES TO BUDGET: DEPARTMENT 4130-00 PLANNING

4233	CONTRACTED SERVICES						
	FOOTNOTE AMOUNTS:						
	MFO COST SHARE			4,500	4,500	4,500	4,500
	DEPT '4130-00' TOTAL			4,500	4,500	4,500	4,500

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<b>APPROPRIATIONS</b>							
Dept 4260-00 - PUBLIC BUILDINGS							
10-4260-00-4225	MAINT & REPAIR-EQUIPMENT	5,000	4,909	7,000	7,000	7,000	7,000
10-4260-00-4228	UTILITIES	130,000	134,592	147,000	147,000	147,000	147,000
10-4260-00-4230	SUPPLIES & MATERIALS	9,500	3,985	9,500	9,500	9,500	9,500
10-4260-00-4233 *	CONTRACTED SERVICES	100,700	88,994	96,700	96,700	96,700	96,700
10-4260-00-4239	MAINT & REPAIR-FACILITY	45,178	21,552	30,000	30,000	30,000	30,000
10-4260-00-4251	STREET LIGHTS	73,500	72,533	70,000	70,000	70,000	70,000
10-4260-00-4253	LANDSCAPING	1,000	249	3,000	3,000	3,000	3,000
10-4260-00-5132	DEBT SERVICE EXPENSE	283,165	283,164	132,961	132,961	132,961	132,961
10-4260-00-5133	INTEREST EXPENSE	36,441	36,441	29,236	29,236	29,236	29,236
10-4260-00-7150 *	CAPITAL OUTLAY ACCOUNT	319,700	103,234	50,000	50,000	50,000	50,000
Totals for dept 4260-00 - PUBLIC BUILDINGS		1,004,184	749,653	575,397	575,397	575,397	575,397

\* NOTES TO BUDGET: DEPARTMENT 4260-00 PUBLIC BUILDINGS

4233	CONTRACTED SERVICES	FOOTNOTE AMOUNTS:	50,000	50,000	50,000	50,000
	JANITORIAL	FOOTNOTE AMOUNTS:	10,000	10,000	10,000	10,000
	HVAC	FOOTNOTE AMOUNTS:	3,800	3,800	3,800	3,800
	PEST CONTROL	FOOTNOTE AMOUNTS:	5,000	5,000	5,000	5,000
	PLUMBING	FOOTNOTE AMOUNTS:	2,500	2,500	2,500	2,500
	ELECTRICAL	FOOTNOTE AMOUNTS:	2,500	2,500	2,500	2,500
	GAS PUMPS	FOOTNOTE AMOUNTS:	6,000	6,000	6,000	6,000
	FIRE ALARM/SPRINKLER TESTING	FOOTNOTE AMOUNTS:	9,400	9,400	9,400	9,400
	CEMETERY MOWING	FOOTNOTE AMOUNTS:	7,500	7,500	7,500	7,500
	MISCELLANEOUS	FOOTNOTE AMOUNTS:	96,700	96,700	96,700	96,700
ACCOUNT '4233' TOTAL						

7150	CAPITAL OUTLAY ACCOUNT	FOOTNOTE AMOUNTS:	50,000	50,000	50,000	50,000
	CEMETERY EXPANSION PROJECT	FOOTNOTE AMOUNTS:	146,700	146,700	146,700	146,700
DEPT '4260-00' TOTAL						

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<b>APPROPRIATIONS</b>							
Dept 4260-02 -	GROUNDS AND LAWN MAINT						
10-4260-02-4225	MAINT & REPAIR-EQUIPMENT	8,000	1,631	8,000	8,000	8,000	8,000
10-4260-02-4229	OSHA	1,000		1,000	1,000	1,000	1,000
10-4260-02-4230	SUPPLIES & MATERIALS	2,000	1,058	2,000	2,000	2,000	2,000
10-4260-02-4233 *	CONTRACTED SERVICES	21,000	27,105	46,000	46,000	46,000	46,000
Totals for dept 4260-02 - GROUND AND LAWN MAINT		32,000	29,794	57,000	57,000	57,000	57,000

\* NOTES TO BUDGET: DEPARTMENT 4260-02 GROUND AND LAWN MAINT

4233	CONTRACTED SERVICES						
	FOOTNOTE AMOUNTS:						
	CONTRACT OUT INTERIOR RIGHT-OF-WAY AND TOWN PROPERTY MOWING.			25,000	25,000	25,000	25,000
	FOOTNOTE AMOUNTS:						
	ANNUAL HWY 11 MOWING			21,000	21,000	21,000	21,000
	ACCOUNT '4233' TOTAL			46,000	46,000	46,000	46,000
	DEPT '4260-02' TOTAL			46,000	46,000	46,000	46,000

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL BUDGET	2022-23 REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4310-00 - POLICE							
10-4310-00-4120	SALARIES AND WAGES	1,381,021	1,143,983	1,417,847	1,451,605	1,451,605	1,451,605
10-4310-00-4121	OVERTIME	16,000	29,776	20,000	20,000	20,000	20,000
10-4310-00-4122	LONGEVITY	7,300	7,678	7,235	7,778	7,778	7,778
10-4310-00-4126	FTCA EXPENSE	109,363	87,871	112,100	114,768	114,768	114,768
10-4310-00-4127	INSURANCE EXPENSE	370,348	271,218	399,246	399,246	399,246	399,246
10-4310-00-4130	RETIREMENT	168,632	138,619	188,101	192,579	192,579	192,579
10-4310-00-4170	401(K) RETIREMENT	69,683	57,054	71,794	73,504	73,504	73,504
10-4310-00-4221	PROFESSION DEVELOP-EDUCAT	5,000	3,911	5,000	4,000	4,000	4,000
10-4310-00-4222	TRAVEL-MEALS, LODGING,MILE	5,000	2,320	5,000	5,000	5,000	5,000
10-4310-00-4223	POSTAGE & TELEPHONE	500	482	500	500	500	500
10-4310-00-4225	MAINT & REPAIR-EQUIPMENT	1,000	797	2,000	2,000	2,000	2,000
10-4310-00-4226	MAINT & REPAIR-VEHICLE	36,200	19,633	50,000	50,000	50,000	50,000
10-4310-00-4227	FUEL (VEHICLES)	49,000	50,497	60,000	60,000	60,000	60,000
10-4310-00-4230	SUPPLIES & MATERIALS	8,000	7,177	12,000	10,000	10,000	10,000
10-4310-00-4231 *	UNIFORMS & SHOES	13,500	9,885	18,000	18,000	18,000	18,000
10-4310-00-4233 *	CONTRACTED SERVICES	55,864	54,618	56,000	56,000	56,000	56,000
10-4310-00-4260	DEPARTMENTAL IMPROVEMENTS	3,000	2,911	2,500	2,500	2,500	2,500
10-4310-00-4263	AUTH. FORFEITURE ALLOCATI	37,734	36,200	5,000	5,000	5,000	5,000
10-4310-00-4264 *	DRUG INTERDICTION	5,000	5,000	3,000	5,000	5,000	5,000
10-4310-00-4265 *	OFFICER PROCESSING						
10-4310-00-4266	COMPUTER	2,156					
10-4310-00-4267	SMALL EQUIPMENT	5,000	4,787	7,500	7,500	7,500	7,500
10-4310-00-4268	VEHICLE LEASE	6,900	6,692	8,000	8,000	8,000	8,000
10-4310-00-4282 *	CITIZEN/ REC PROGRAMS	3,000	1,684	5,000	5,000	5,000	5,000
10-4310-00-5111 *	COMMUNITYEXPENSE	5,000	(2,047)	5,000	5,000	5,000	5,000
10-4310-00-7150	CAPITAL OUTLAY ACCOUNT	76,136	76,086				
Totals for dept 4310-00 - POLICE		2,440,337	2,016,832	2,460,823	2,497,980	2,497,980	2,497,980

\* NOTES TO BUDGET: DEPARTMENT 4310-00 POLICE

4231	UNIFORMS & SHOES						
FOOTNOTE AMOUNTS:				18,000	18,000	18,000	18,000
WITH THREE AND HOPEFULLY 5 NEW HIRES INBOUND THIS YEAR, WE WOULD REQUEST AN INCREASE IN THIS LINE ITEM TO ACCOMMODATE.							
4232	CONTRACTED SERVICES						
FOOTNOTE AMOUNTS:				32,716	32,716	32,716	32,716
AXON TASER AND BODY CAMERA CONTRACT							
FOOTNOTE AMOUNTS:				1,758	1,758	1,758	1,758
LEADS ONLINE							
FOOTNOTE AMOUNTS:				432	432	432	432
SURVEILLANCE DEVICES							
FOOTNOTE AMOUNTS:				3,927	3,927	3,927	3,927
SOUTHERN SOFTWARE MAINTENANCE CONTRACT							
FOOTNOTE AMOUNTS:				3,349	3,349	3,349	3,349
XRY TECHNOLOGY CONTRACT							
FOOTNOTE AMOUNTS:				3,545	3,545	3,545	3,545
MOTOROLA SERVICE AGREEMENT (RADIOS)							
FOOTNOTE AMOUNTS:				3,500	3,500	3,500	3,500
PITT COUNTY SUBSCRIBER FEE (RADIOS)							
FOOTNOTE AMOUNTS:				499	499	499	499
SCHEDULING SOFTWARE							
FOOTNOTE AMOUNTS:				3,000	3,000	3,000	3,000

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2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23

AMENDED ACTIVITY PT HEAD REQUESTED MANAGER REVIEWWN COUNCIL REVIEW FINAL APPROVED

BUDGET THRU 06/30/22 BUDGET BUDGET BUDGET BUDGET BUDGET BUDGET

DESCRIPTION

APPROPRIATIONS  
Dept 4310-00 - POLICE

LIVE SCAN FINGERPRINT SERVICING CONTRACT	2,938	2,938	2,938	2,938	2,938
FOOTNOTE AMOUNTS:					
DCI					
FOOTNOTE AMOUNTS:					
LIVE SCAN PRINTER SERVICING CONTRACT	336	336	336	336	336
ACCOUNT '4233' TOTAL	56,000	56,000	56,000	56,000	56,000

4265 OFFICER PROCESSING  
FOOTNOTE AMOUNTS:  
3,000  
WITH THE POTENTIAL OF HIRING OFFICERS AS TRAINEES, WE COULD POTENTIALLY HAVE COSTS OF BOOKS, UNIFORMS, AMMUNITION, AND OTHER BLEET RELATED EXPENSES THAT A NORMAL OFFICER NEW HIRE DOES NOT INCLUDE.

4282 CITIZEN/ REC PROGRAMS  
FOOTNOTE AMOUNTS:  
5,000  
WITH LIFTED RESTRICTIONS ASSOCIATED WITH THE PANDEMIC, OUR CITIZEN/REC PROGRAMS WILL BE AT FULL CAPACITY THIS YEAR. COMMUNITY DAY, HALLOWEEN TRUNK OR TREAT,

5111 COMMUNITYEXPENSE  
FOOTNOTE AMOUNTS:  
5,000  
THIS IS OUR SHOP WITH A COP LINE ITEM. WE WILL LOOK TO RAISE REVENUE THAT WILL OFFSET THIS EXPENDITURE FULLY AS IN YEARS PAST.  
DEPT '4310-00' TOTAL 87,000

5,000 5,000 5,000 5,000 5,000

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4320-00 - FIRE							
10-4320-00-4120	SALARIES AND WAGES	305,759	291,855	882,062	903,063	903,063	903,063
10-4320-00-4121	OVERTIME	5,000	9	15,000	15,000	15,000	15,000
10-4320-00-4122	LONGEVITY	600	600	2,000	2,000	2,000	2,000
10-4320-00-4126	FICA EXPENSE	24,054	21,574	69,603	71,260	71,260	71,260
10-4320-00-4127	INSURANCE EXPENSE	62,865	37,342	294,274	294,274	294,274	294,274
10-4320-00-4130	RETIREMENT	17,442	14,331	89,675	91,810	91,810	91,810
10-4320-00-4170	401(K) RETIREMENT	6,329	6,257	35,754	36,605	36,605	36,605
10-4320-00-4221	PROFESSION DEVELOP-EDUCAT	16,160	4,574	27,942	27,942	27,942	27,942
10-4320-00-4222	TRAVEL-MEALS, LODGING,MILE	12,000	9,761	16,654	14,000	14,000	14,000
10-4320-00-4223	POSTAGE & TELEPHONE	500	502	1,000	1,000	1,000	1,000
10-4320-00-4224	OFFICE SUPPLIES	2,500	1,217	4,000	2,500	2,500	2,500
10-4320-00-4225	MAINT & REPAIR-EQUIPMENT	10,700	10,459	9,700	9,700	9,700	9,700
10-4320-00-4226	MAINT & REPAIR-VEHICLE	50,600	29,712	50,600	50,600	50,600	50,600
10-4320-00-4227	FUEL (VEHICLES)	18,740	19,355	34,347	34,347	34,347	34,347
10-4320-00-4231	UNIFORMS & SHOES	12,220	9,866	15,220	12,220	12,220	12,220
10-4320-00-4233	CONTRACTED SERVICES	43,769	41,044	72,268	72,268	72,268	72,268
10-4320-00-4234	DUES & SUBSCRIPTIONS	15,252	14,276	16,282	15,252	15,252	15,252
10-4320-00-4260	DEPARTMENTAL IMPROVEMENTS	3,400	880	4,850	3,400	3,400	3,400
10-4320-00-4274	NEW EQUIPMENT	30,512	12,629	65,537	55,637	55,637	55,637
10-4320-00-4294	MEMBER BENEFITS	14,314	14,268	30,680	24,000	24,000	24,000
10-4320-00-4295	DISPOSABLE SUPPLIES AND M	6,425	3,319	8,425	6,425	6,425	6,425
10-4320-00-4297	FIRE PREVENTION	1,500	1,345	3,000	1,500	1,500	1,500
10-4320-00-5122	INSURANCE & BONDS	36,006	36,006	36,006	36,006	36,006	36,006
10-4320-00-5132	DEBT SERVICE EXPENSE	188,348	188,348	188,349	188,349	188,349	188,349
10-4320-00-5133	INTEREST EXPENSE	20,106	20,139	14,964	14,964	14,964	14,964
10-4320-00-7150 *	CAPITAL OUTLAY ACCOUNT	102,799	5,396	370,848	344,765	168,648	168,648
Totals for dept 4320-00 - FIRE		1,007,900	795,064	2,359,040	2,328,887	2,152,770	2,152,770

\* NOTES TO BUDGET: DEPARTMENT 4320-00 FIRE

7150	DESCRIPTION	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>CAPITAL OUTLAY ACCOUNT</b>					
	FOOTNOTE AMOUNTS:	7,799	7,799	7,799	7,799
	THERMAL IMAGER				
	FOOTNOTE AMOUNTS:	200,000	200,000	200,000	200,000
	TRAINING GROUND COMPLETION				
	FOOTNOTE AMOUNTS:	112,380	112,380	112,380	112,380
	SCBA REPLACEMENT				
	FOOTNOTE AMOUNTS:	43,669	43,669	43,669	43,669
	HYDRAULIC TOOLS				
	FOOTNOTE AMOUNTS:	7,000	7,000	7,000	7,000
	TRAILER				
	ACCOUNT '7150' TOTAL	370,848	370,848	370,848	370,848
	DEPT '4320-00' TOTAL	370,848	370,848	370,848	370,848

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 4330-00 -	EMERGENCY MEDICAL SERVICE	87,844	90,329	94,777	97,033	97,033	97,033
10-4330-00-4120	SALARIES AND WAGES	10,000	7,626	10,000	10,000	10,000	10,000
10-4330-00-4121	OVERTIME	200	200	400	400	400	400
10-4330-00-4122	LONGEVITY	7,489	6,540	8,022	8,212	8,212	8,212
10-4330-00-4126	FICA EXPENSE	42,664	42,431	50,295	50,295	50,295	50,295
10-4330-00-4127	INSURANCE EXPENSE	11,110	11,189	11,901	11,901	11,901	11,901
10-4330-00-4130	RETIREMENT	4,894	4,898	4,993	536,768	5,367	5,367
10-4330-00-4170	401(K) RETIREMENT						
Totals for dept 4330-00 - EMERGENCY MEDICAL SERVICE		164,201	163,213	180,388	714,609	183,208	183,208

User: terri.parker

Fund: 10 GENERAL FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4380-00 -	ANIMAL CONTROL						
10-4380-00-4120	SALARIES AND WAGES	3,750		3,750	4,031	4,031	4,031
10-4380-00-4126	FICA EXPENSE	290		290	320	320	320
10-4380-00-4130	RETIREMENT	425		425	469	469	469
10-4380-00-4170	401(K) RETIREMENT	188		188	207	207	207
10-4380-00-4225	MAINT & REPAIR-EQUIPMENT	1,500		1,500	1,500	1,500	1,500
10-4380-00-4230	SUPPLIES & MATERIALS	2,500		2,500	2,500	2,500	2,500
10-4380-00-4233	CONTRACTED SERVICES	4,000		4,000	4,000	4,000	4,000
10-4380-00-4260	DEPARTMENTAL IMPROVEMENTS	1,000		1,000	1,000	1,000	1,000
10-4380-00-4274	NEW EQUIPMENT	750		750	750	750	750
10-4380-00-4316	FOOD AND BAIT	500		500	500	500	500
10-4380-00-4317	CHEMICALS	350		350	350	350	350
<b>Totals for dept 4380-00 - ANIMAL CONTROL</b>		<b>15,253</b>		<b>15,253</b>	<b>15,627</b>	<b>15,627</b>	<b>15,627</b>

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 4380-02 - MOSQUITO CONTROL							
10-4380-02-4225	MAINT & REPAIR-EQUIPMENT	1,000	186	1,000	1,000	1,000	1,000
10-4380-02-4229	OSHA	600		600	600	600	600
10-4380-02-4230	SUPPLIES & MATERIALS	1,000	668	1,000	1,000	1,000	1,000
10-4380-02-4317	CHEMICALS	5,245		6,000	6,000	6,000	6,000
Totals for dept 4380-02 - MOSQUITO CONTROL		7,845	854	8,600	8,600	8,600	8,600

User: terri.parker

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Fund: 10 GENERAL FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4510-02 -	PUBLIC WORKS - OTHER						
10-4510-02-4120	SALARIES AND WAGES	283,839	239,376	410,800	420,580	420,580	420,580
10-4510-02-4121	OVERTIME	12,000	2,930	12,000	12,000	12,000	12,000
10-4510-02-4122	LONGEVITY	3,529	3,395	2,837	3,049	3,049	3,049
10-4510-02-4126	FICA EXPENSE	31,035	18,349	33,044	33,831	33,831	33,831
10-4510-02-4127	INSURANCE EXPENSE	136,392	72,405	128,590	128,590	128,590	128,590
10-4510-02-4130	RETIREMENT	42,134	27,724	47,335	48,462	48,462	48,462
10-4510-02-4170	401(K) RETIREMENT	18,561	11,995	19,560	20,025	20,025	20,025
10-4510-02-4221	PROFESSION DEVELOP-EDUCAT	1,500	331	1,500	1,500	1,500	1,500
10-4510-02-4222	TRAVEL-MEALS, LODGING,MILE	1,500	631	1,500	1,500	1,500	1,500
10-4510-02-4223	POSTAGE & TELEPHONE	800	333	800	800	800	800
10-4510-02-4225	MAINT & REPAIR-EQUIPMENT	67,500	17,679	27,500	27,500	27,500	27,500
10-4510-02-4226	MAINT & REPAIR-VEHICLE	35,000	24,258	35,000	35,000	35,000	35,000
10-4510-02-4227	FUEL (VEHICLES)	45,000	39,921	65,000	65,000	65,000	65,000
10-4510-02-4229	OSHA	2,500	535	10,500	10,500	10,500	10,500
10-4510-02-4230	SUPPLIES & MATERIALS	15,000	8,418	15,000	15,000	15,000	15,000
10-4510-02-4231	UNIFORMS & SHOES	15,000	8,922	15,000	15,000	15,000	15,000
10-4510-02-4232	ENGINEERING	52,000	47,037	45,000	45,000	45,000	45,000
10-4510-02-4233	CONTRACTED SERVICES	6,000	5,194	5,000	5,000	5,000	5,000
10-4510-02-5132	DEBT SERVICE EXPENSE	82,385	82,386	83,967	83,967	83,967	83,967
10-4510-02-5133	INTEREST EXPENSE	11,731	11,731	10,149	10,149	10,149	10,149
10-4510-02-7150 *	CAPITAL OUTLAY ACCOUNT	463,245	404,558	15,000	15,000	15,000	15,000
Totals for dept 4510-02 - PUBLIC WORKS - OTHER		1,326,651	1,028,108	985,082	997,453	997,453	997,453

\* NOTES TO BUDGET: DEPARTMENT 4510-02 PUBLIC WORKS - OTHER

7150	CAPITAL OUTLAY ACCOUNT						
	FOOTNOTE AMOUNTS:			15,000	15,000	15,000	15,000
	CONCRETE BUGGIE						
	DEPT '4510-02' TOTAL			15,000	15,000	15,000	15,000

User: terri.parker

Fund: 10 GENERAL FUND

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Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>						
Dept 4710-00 - SANITATION		553,000	485,221	607,300	607,300	607,300
10-4710-00-4233 * CONTRACTED SERVICES						
Totals for dept 4710-00 - SANITATION		553,000	485,221	607,300	607,300	607,300

\* NOTES TO BUDGET: DEPARTMENT 4710-00 SANITATION

4233	CONTRACTED SERVICES					
	FOOTNOTE AMOUNTS:			597,300	597,300	597,300
	WASTE INDUSTRIES			10,000	10,000	10,000
	PITT COUNTY			607,300	607,300	607,300
	ACCOUNT '4233' TOTAL			607,300	607,300	607,300
	DEPT '4710-00' TOTAL			607,300	607,300	607,300

User: terri.parker

Fund: 10 GENERAL FUND

DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 9500-00 - NON-DEPARTMENTAL		52,000	21,813	52,000	52,000	52,000	52,000
10-9500-00-4223	POSTAGE & TELEPHONE			2,000	2,000	2,000	2,000
10-9500-00-4232	ENGINEERING						
10-9500-00-4233	CONTRACTED SERVICES	100,000					
10-9500-00-4250	CONTINGENCY	(13,300)					
10-9500-00-4261	ADVERTISING	4,000	3,968	6,000	6,000	6,000	6,000
10-9500-00-5101 *	CIVIC CONTRIB	101,680	98,180	230,500	90,000	90,000	90,000
10-9500-00-5102	WATERMELON FEST TOWN EXP	11,000	6,295	11,000	11,000	11,000	11,000
10-9500-00-5104	CHRISTMAS PARADE	10,000	6,064	10,000	10,000	10,000	10,000
10-9500-00-5105	MUNICIPAL ELECTIONS	23,400	15,724	75,000	75,000	75,000	75,000
10-9500-00-5107	LEGAL SERVICES	75,000	56,200	168,400	168,400	168,400	168,400
10-9500-00-5109	SHEPPARD LIBRARY	165,300	163,500	15,000	15,000	15,000	15,000
10-9500-00-5111	COMMUNITYEXPENSE	16,300	9,323				
10-9500-00-5112	COMMUNITY ROOM SUPPLIES	2,000					
10-9500-00-5113	TOWN CODE CODIFICATION	4,000	1,164	4,000	4,000	4,000	4,000
10-9500-00-5114	CEMETERY OPEN/CLOSE	15,000	5,200	15,000	15,000	15,000	15,000
10-9500-00-5118	YOUTH COUNCIL	4,000		4,000	4,000	4,000	4,000
10-9500-00-5119	CIVICS EDUCATION	5,000	50	5,000	5,000	5,000	5,000
10-9500-00-5121	SUBDIVISION LOC RES EXP	595,190		250,000	250,000	250,000	250,000
10-9500-00-5122	INSURANCE & BONDS	250,000	236,973	3,000	3,000	3,000	3,000
10-9500-00-5124	WINTERVILLE MAGAZINE	3,000	3,000	15,000	15,000	15,000	15,000
10-9500-00-5126	CSX CROSSING MAINTENANCE	15,000	11,042	500	500	500	500
10-9500-00-5129	EMER OP CTR SUPPLIES	300	64	15,000	15,000	15,000	15,000
10-9500-00-5135	ECONOMIC DEVELOPMENT	15,000	11,609	10,000	10,000	10,000	10,000
10-9500-00-6104	DOWNTOWN FACADE PROGRAM	10,000		967,243	967,243	936,670	936,670
10-9500-00-9110	TRANSFER TO RECREATION FD	967,243	967,243	98,261	98,261	100,461	100,461
10-9500-00-9111	TRANSFER TO FIRE GRANT FD	578,987	578,987				
10-9500-00-9114	CONTR TO URGENT REP FUND	20,000	20,000				
Totals for dept 9500-00 - NON-DEPARTMENTAL		3,030,100	2,216,399	1,956,904	1,816,404	1,788,031	1,788,031

\* NOTES TO BUDGET: DEPARTMENT 9500-00 NON-DEPARTMENTAL

5101	CIVIC CONTRIB	FOOTNOTE AMOUNTS:	10,000	10,000	5,000	5,000
	BOYS AND GIRLS CLUB	FOOTNOTE AMOUNTS:	6,500	6,500	6,500	6,500
	PITT COUNTY COUNCIL ON AGING	FOOTNOTE AMOUNTS:	110,000	110,000	5,000	5,000
	PITT COUNTY GIRLS SOFTBALL	FOOTNOTE AMOUNTS:	15,000	15,000		
	REBUILDING TOGETHER OF PITT COUNTY	FOOTNOTE AMOUNTS:	24,000	24,000	20,000	20,000
	WINTERVILLE CHAMBER OF COMMERCE	(\$1,000 IN-KIND SERVICES)				
	WINTERVILLE HISTORIC & ARTS SOCIETY	(DEPOT - \$6,500 IN-KIND SERVICES)				
	WINTERVILLE HISTORIC & ARTS SOCIETY	(RANGE HOUSE - \$5,250 IN-KIND SERVICES)	5,000	5,000	3,500	3,500
	WINTERVILLE SENIOR CITIZENS CLUB	FOOTNOTE AMOUNTS:	50,000	50,000	50,000	50,000
	WINTERVILLE WATERMELON FESTIVAL	FOOTNOTE AMOUNTS:	10,000	10,000		
	YOUNG SCHOLARS AND LEADERS INSTITUTE					

User: terri.parker  
 DB: Winterville  
 Fund: 10 GENERAL FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
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APPROPRIATIONS							
Dept 9500-00 - NON-DEPARTMENTAL							
	ACCOUNT '5101' TOTAL	230,500		230,500	230,500	90,000	90,000
	DEPT '9500-00' TOTAL	230,500		230,500	230,500	90,000	90,000

TOTAL APPROPRIATIONS		12,793,024	9,889,771	12,184,195	12,627,741	11,891,850	11,891,850
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BEGINNING FUND BALANCE		14,215,225	14,215,225	4,392,662	4,392,662	4,392,662	4,392,662
FUND BALANCE ADJUSTMENTS		67,208	67,208	4,065,359	4,065,359	4,065,359	4,065,359
ENDING FUND BALANCE		1,489,409	4,392,662	(3,726,174)	(4,169,720)	(3,433,829)	(3,433,829)



User: terri.parker

Fund: 15 RECREATION FUND

DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 6010-00 -	PARKS AND RECREATION						
15-6010-00-4120	SALARIES AND WAGES	263,434	212,405	313,016	320,469	320,469	320,469
15-6010-00-4121	OVERTIME	14,000	10,972	14,000	14,000	14,000	14,000
15-6010-00-4122	LONGEVITY	1,155	1,000	1,200	1,200	1,200	1,200
15-6010-00-4126	FICA EXPENSE	24,139	16,686	25,496	26,103	26,103	26,103
15-6010-00-4127	INSURANCE EXPENSE	96,059	57,258	70,603	70,603	70,603	70,603
15-6010-00-4130	RETIREMENT	28,459	23,374	32,278	33,047	33,047	33,047
15-6010-00-4170	401(K) RETIREMENT	12,537	10,203	13,338	13,656	13,656	13,656
15-6010-00-4221	PROFESSION DEVELOP-EDUCAT	2,360	204	2,375	2,375	2,375	2,375
15-6010-00-4222	TRAVEL-MEALS, LODGING,MILE	3,680	98	2,100	2,100	2,100	2,100
15-6010-00-4223	POSTAGE & TELEPHONE	2,300	371	2,550	2,550	2,550	2,550
15-6010-00-4224	OFFICE SUPPLIES	1,550	315	1,550	1,550	1,550	1,550
15-6010-00-4225	MAINT & REPAIR-EQUIPMENT	7,400	4,920	7,400	7,400	7,400	7,400
15-6010-00-4227	FUEL (VEHICLES)	6,000	4,468	7,000	7,000	7,000	7,000
15-6010-00-4228	UTILITIES	55,000	45,785	55,000	55,000	55,000	55,000
15-6010-00-4230	SUPPLIES & MATERIALS	19,000	10,361	19,500	17,000	17,000	17,000
15-6010-00-4232	ENGINEERING			5,000	5,000	5,000	5,000
15-6010-00-4233	CONTRACTED SERVICES	3,160	629	3,400	3,400	3,400	3,400
15-6010-00-4234	DUES & SUBSCRIPTIONS	1,840	526	1,650	1,650	1,650	1,650
15-6010-00-4239 *	MAINT & REPAIR-FACILITY	51,000	36,410	54,500	48,500	48,500	48,500
15-6010-00-4260	DEPARTMENTAL IMPROVEMENTS	11,000	7,837	15,000	12,000	12,000	12,000
15-6010-00-4274	NEW EQUIPMENT	19,300	9,347	27,300	27,300	27,300	27,300
15-6010-00-4275	CAL RIPKEN EXP	25,600	21,631	29,500	29,500	29,500	29,500
15-6010-00-4276	ROOKIE BALL	12,400	10,375	15,750	15,750	15,750	15,750
15-6010-00-4278	TEE BALL	8,500	4,504	10,900	10,900	10,900	10,900
15-6010-00-4279	SOFTBALL	7,350		7,950	7,950	7,950	7,950
15-6010-00-4280	FOOTBALL	19,150	7,312	21,150	21,150	21,150	21,150
15-6010-00-4281	TOURNAMENT EXPENDITURE	12,300	5,902	14,000	14,000	14,000	14,000
15-6010-00-4282	CITIZEN/ REC PROGRAMS	36,600	25,368	35,100	35,100	35,100	35,100
15-6010-00-4283	CONCESSION EXP	40,650	27,112	40,700	40,700	40,700	40,700
15-6010-00-4284	SENIOR PROGRAMS	6,000		6,000	6,000	6,000	6,000
15-6010-00-4285	CAL RIPKEN ALL STAR	15,614	7,483	17,100	17,100	17,100	17,100
15-6010-00-4286	BABE RUTH BASEBALL ALLSTA	2,800	1,015	4,000	4,000	4,000	4,000
15-6010-00-4287	BABE RUTH BASEBALL	8,200	3,824	9,100	9,100	9,100	9,100
15-6010-00-4298	FALL BALL	12,500	11,707	17,200	17,200	17,200	17,200
15-6010-00-5132	DEBT SERVICE EXPENSE	99,132	99,132	99,132	99,132	99,132	99,132
15-6010-00-5133	INTEREST EXPENSE	9,913	9,913	7,435	7,435	7,435	7,435
15-6010-00-7150 *	CAPITAL OUTLAY ACCOUNT	165,500	12,099	97,000	75,000	75,000	75,000
15-6010-00-9112	CONTR TO CAPITAL RESERVE	104,369		40,000	40,000	40,000	40,000
Totals for dept 6010-00 - PARKS AND RECREATION		1,209,951	700,546	1,146,273	1,121,920	1,121,920	1,121,920

\* NOTES TO BUDGET: DEPARTMENT 6010-00 PARKS AND RECREATION

4239

MAINT & REPAIR-FACILITY

FOOTNOTE AMOUNTS: 7,000  
 CHEMICALS/FERTILIZER  
 FOOTNOTE AMOUNTS: 500  
 PLAYGROUND PARTS AND ACCESSORIES  
 FOOTNOTE AMOUNTS: 10,000  
 PLAYGROUND SAFETY RESURFACING  
 FOOTNOTE AMOUNTS: 1,000  
 IRRIGATION SYSTEM REPAIR  
 FOOTNOTE AMOUNTS: 6,000  
 MULCH AND PINE STRAW

User: terri.parker Fund: 15 RECREATION FUND

DB: Winterville

Calculations as of 06/30/2022

2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23  
 AMENDED ACTIVITY PT HEAD REQUESTED MANAGER REVIEWWN COUNCIL REVIEW FINAL APPROVED  
 BUDGET THRU 06/30/22 BUDGET BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT HEAD THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
<b>Dept 6010-00 - PARKS AND RECREATION</b>							
	FOOTNOTE AMOUNTS:						
	FIELD/BATTING CAGE LIGHTS			2,000			
	FOOTNOTE AMOUNTS:						
	SCOREBOARD AND CONTROL PANELS			1,500			
	FOOTNOTE AMOUNTS:						
	VANDALISM REPAIR			1,500			
	FOOTNOTE AMOUNTS:						
	CLAY FOR BALL FIELDS			2,500			
	FOOTNOTE AMOUNTS:						
	FENCE REPAIRS			6,000			
	FOOTNOTE AMOUNTS:						
	FACILITY PAINTING			5,000			
	FOOTNOTE AMOUNTS:						
	REPLACE CONCESSION 1 WINDOWS			5,000			
	FOOTNOTE AMOUNTS:						
	ATHLETIC FIELD TURFING			3,000			
	FOOTNOTE AMOUNTS:						
	FACILITY PRESSURE/SOFT WASH			2,000			
	FOOTNOTE AMOUNTS:						
	MISCELLANEOUS			1,000			
	ACCOUNT '4239' TOTAL			54,000			

7150	CAPITAL OUTLAY ACCOUNT						
	FOOTNOTE AMOUNTS:						
	ATHLETIC FIELD FENCING - MCLAWHORN			75,000			
	FOOTNOTE AMOUNTS:						
	BALL FIELD RENOVATIONS - RURITAN			22,000			
	ACCOUNT '7150' TOTAL			97,000			
	DEPT '6010-00' TOTAL			151,000			

TOTAL APPROPRIATIONS		1,209,951	700,546	1,146,273	1,121,920	1,121,920	1,121,920
BEGINNING FUND BALANCE		935,165	935,165	234,619	234,619	234,619	234,619
ENDING FUND BALANCE		(274,786)	234,619	(911,654)	(887,301)	(887,301)	(887,301)

Fund: 16 POWELL BILL FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4510-00 - POWELL BILL - PUBLIC WORKS							
16-4510-00-4232	ENGINEERING	102,000	3,700	20,000		20,000	20,000
16-4510-00-4270	PAVING & RESURFACING	141,367		170,000		170,000	170,000
16-4510-00-4271	MAINTENANCE-ROADS	25,000	9,056	25,000		25,000	25,000
16-4510-00-4272	DRAINAGE & STORMWATER	25,000	3,300	45,000		45,000	45,000
16-4510-00-4273	TRAFFIC CONTROL	5,500	3,611	5,687		5,687	5,687
16-4510-00-4315	SNOW AND ICE REMOVAL	1,500		1,500		1,500	1,500
16-4510-00-4320	SIDEWALK CONSTRUCTION	10,000	5,150	10,000		10,000	10,000
	Totals for dept 4510-00 - POWELL BILL - PUBLIC WORK	310,367	24,817	277,187		277,187	277,187
<b>TOTAL APPROPRIATIONS</b>							
		310,367	24,817	277,187		277,187	277,187
<b>BEGINNING FUND BALANCE</b>							
		203,036	203,036	178,219	178,219	178,219	178,219
<b>ENDING FUND BALANCE</b>							
		(107,331)	178,219	(98,968)	(98,968)	(98,968)	(98,968)

User: terri.parker Fund: 18 FIRE DEPARTMENT FUND

DB: Winterville Calculations as of 06/30/2022

2021-22 AMENDED BUDGET 2021-22 ACTIVITY PT HEAD REQUESTED BUDGET 2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET 2022-23 FINAL APPROVED BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS					
Dept 4320-00 - FIRE					
18-4320-00-4120	SALARIES AND WAGES	574,621	571,796		
18-4320-00-4121	OVERTIME	13,280	1,715		
18-4320-00-4122	LONGEVITY	2,000	1,200		
18-4320-00-4126	FICA EXPENSE	43,654	42,545		
18-4320-00-4127	INSURANCE EXPENSE	188,717	171,638		
18-4320-00-4130	RETIREMENT	63,933	65,231		
18-4320-00-4170	401(K) RETIREMENT	28,164	28,676		
Totals for dept 4320-00 - FIRE		914,369	882,801		

User: terri.parker

Fund: 18 FIRE DEPARTMENT FUND

DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 4320-01 - FIRE - RECRUIT GRANT							
18-4320-01-4120	SALARIES AND WAGES	70,530	69,417	74,056	75,819	75,819	75,819
18-4320-01-4122	LONGEVITY	100	100	100	100	100	100
18-4320-01-4126	FICA EXPENSE	5,482	4,604	5,748	5,884	5,884	5,884
18-4320-01-4127	INSURANCE EXPENSE	38,442	30,485	38,488	38,488	38,488	38,488
18-4320-01-4130	RETIREMENT	8,028	7,925	8,974	9,187	9,187	9,187
18-4320-01-4170	401(K) RETIREMENT	3,537	3,471	3,708	3,796	3,796	3,796
18-4320-01-4221	PROFESSION DEVELOP-EDUCAT	21,038	13,860				
18-4320-01-4233	CONTRACTED SERVICES	3,290	235				
Totals for dept 4320-01 - FIRE - RECRUIT GRANT		150,447	130,097	131,074	133,274	133,274	133,274
<b>TOTAL APPROPRIATIONS</b>		1,064,816	1,012,898	131,074	133,274	133,274	133,274
BEGINNING FUND BALANCE		(24,916)	(24,916)	(1,037,814)	(1,037,814)	(1,037,814)	(1,037,814)
ENDING FUND BALANCE		(1,089,732)	(1,037,814)	(1,168,888)	(1,171,088)	(1,171,088)	(1,171,088)



Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 8010-00 - CAPITAL OUTLAY		12,174	12,174				
41-8010-00-9109 TRANSFER TO STORMWATER FD		12,174	12,174				
Totals for dept 8010-00 - CAPITAL OUTLAY		12,174	12,174				
TOTAL APPROPRIATIONS							
	BEGINNING FUND BALANCE	12,174	12,174				
	ENDING FUND BALANCE						

Calculations as of 06/30/2022

2021-22	2021-22	2022-23	2022-23	2022-23	2022-23	2022-23
AMENDED	ACTIVITY PT	REQUESTED	MANAGER	REVIEWWN	COUNCIL	FINAL
BUDGET	THRU	BUDGET	BUDGET	BUDGET	REVIEW	APPROVED
	06/30/22				BUDGET	BUDGET

GL NUMBER	DESCRIPTION	2021-22	2021-22	2022-23	2022-23	2022-23	2022-23
APPROPRIATIONS							
Dept 8010-00 - CAPITAL OUTLAY		1,504					
44-8010-00-4250 CONTINGENCY		1,504					
Totals for dept 8010-00 - CAPITAL OUTLAY		1,504					
TOTAL APPROPRIATIONS							

BEGINNING FUND BALANCE	(1,504)	(1,504)	(1,504)	(1,504)	(1,504)	(1,504)	(1,504)
ENDING FUND BALANCE	(3,008)	(1,504)	(1,504)	(1,504)	(1,504)	(1,504)	(1,504)



Fund: 60 ELECTRIC FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 7110-00 - ADMINISTRATION							
60-7110-00-4120	SALARIES AND WAGES	661,840	556,695	674,628	690,691	690,691	690,691
60-7110-00-4121	OVERTIME	28,000	19,344	28,000	28,000	28,000	28,000
60-7110-00-4122	LONGEVITY	7,233	6,322	4,653	5,001	5,001	5,001
60-7110-00-4126	FICA EXPENSE	52,100	42,756	54,941	56,249	56,249	56,249
60-7110-00-4127	INSURANCE EXPENSE	181,836	133,531	200,464	200,464	200,464	200,464
60-7110-00-4130	RETIREMENT	73,610	53,918	81,527	83,468	83,468	83,468
60-7110-00-4170	401 (K) RETIREMENT	32,457	24,344	33,689	34,491	34,491	34,491
60-7110-00-4221	PROFESSION DEVELOP-EDUCAT	4,050	431	9,400	9,400	9,400	9,400
60-7110-00-4221	TRAVEL-MEALS, LODGING,MILE	6,050	3,798	6,050	6,050	6,050	6,050
60-7110-00-4222	POSTAGE & TELEPHONE	2,150	494	2,150	2,150	2,150	2,150
60-7110-00-4224	OFFICE SUPPLIES	2,000	952	2,000	2,000	2,000	2,000
60-7110-00-4225	MAINT & REPAIR-EQUIPMENT	20,000	5,170	20,000	20,000	20,000	20,000
60-7110-00-4226	MAINT & REPAIR-VEHICLE	11,000	9,456	11,000	11,000	11,000	11,000
60-7110-00-4227	FUEL (VEHICLES)	20,000	16,903	20,000	20,000	20,000	20,000
60-7110-00-4228	UTILITIES	17,000	11,641	17,000	17,000	17,000	17,000
60-7110-00-4229	OSHA	17,930	8,004	14,000	14,000	14,000	14,000
60-7110-00-4230	SUPPLIES & MATERIALS	190,868	98,937	174,500	150,000	150,000	150,000
60-7110-00-4231	UNIFORMS & SHOES	15,000	13,544	15,000	15,000	15,000	15,000
60-7110-00-4232 *	ENGINEERING	283,590	26,046	42,000	42,000	42,000	42,000
60-7110-00-4233 *	CONTRACTED SERVICES	64,400	22,889	216,500	206,500	206,500	206,500
60-7110-00-4234 *	DUES & SUBSCRIPTIONS	33,300	23,466	22,400	22,400	22,400	22,400
60-7110-00-4260	DEPARTMENTAL IMPROVEMENTS	15,100	1,965	10,000	10,000	10,000	10,000
60-7110-00-4261	ADVERTISING	1,500		1,500	1,500	1,500	1,500
60-7110-00-4293 *	MAINTENANCE - SUBSTATION	32,000	3,091	34,000	34,000	34,000	34,000
60-7110-00-4301	CUSTOMER BILL PREPARATION	12,000	6,823	12,000	12,000	12,000	12,000
60-7110-00-4302 *	PURCHASE FOR RESALE	4,725,000	4,078,579	4,500,000	4,500,000	4,500,000	4,500,000
60-7110-00-4303	NORTH CAROLINA SALES TAX	453,622	386,983	466,474	466,474	466,474	466,474
60-7110-00-5132	DEBT SERVICE EXPENSE	363,551	363,551	144,107	144,107	144,107	144,107
60-7110-00-5133	INTEREST EXPENSE	15,967	15,967	8,092	8,092	8,092	8,092
60-7110-00-7150	CAPITAL OUTLAY ACCOUNT	(4,500)					
60-7110-00-9101	CONTR TO GEN FUND SVC RND	439,470	439,470	439,470	443,076	443,076	443,076
60-7110-00-9112	CONTR TO CAPITAL RESERVE	60,045					
60-7110-00-9113	GENERAL FUND TRANSFER	650,000	650,000	650,000	650,000	650,000	650,000
Totals for dept 7110-00 - ADMINISTRATION		8,488,169	7,025,070	7,915,545	7,897,021	7,905,113	7,905,113

\* NOTES TO BUDGET: DEPARTMENT 7110-00 ADMINISTRATION

4232	ENGINEERING						
	GENERAL ENG SERVICES			20,000			
	S/D PLAN DEVELOPMENT/REVIEW			12,000			
	MISC., SUMMIT UTIL ADVISORS			10,000			
	ACCOUNT 4232, TOTAL			42,000			
4233	CONTRACTED SERVICES						
	UNDERGROUND REPLACEMENT			15,000			
	TREE TRIMMING			10,000			
	FOOTNOTE AMOUNTS:						
	FOOTNOTE AMOUNTS:						
	FOOTNOTE AMOUNTS:						
	FOOTNOTE AMOUNTS:						

User: terri.parker Fund: 60 ELECTRIC FUND

DB: Winterville Calculations as of 06/30/2022

2021-22 AMENDED BUDGET THRU 06/30/22 2021-22 ACTIVITY PT HEAD REQUESTED BUDGET 2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET 2022-23 FINAL APPROVED BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	THRU 06/30/22	2021-22 ACTIVITY PT HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
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APPROPRIATIONS  
 Dept 7110-00 - ADMINISTRATION  
 RADIO CONTRACT  
 FOOTNOTE AMOUNTS: 21,500  
 NERC FILLINGS, ELECTRICITIES  
 FOOTNOTE AMOUNTS: 168,000  
 CONTRACT PERSONNEL  
 ACCOUNT '4233' TOTAL 216,500

4234 DUES & SUBSCRIPTIONS  
 FOOTNOTE AMOUNTS: 8,000  
 ELECTRICITIES  
 FOOTNOTE AMOUNTS: 4,000  
 APPA  
 FOOTNOTE AMOUNTS: 2,200  
 811  
 FOOTNOTE AMOUNTS: 6,200  
 ITRON  
 FOOTNOTE AMOUNTS: 2,000  
 NERC  
 ACCOUNT '4234' TOTAL 22,400

4293 MAINTENANCE - SUBSTATION  
 FOOTNOTE AMOUNTS: 1,500  
 REGULATOR MAINT  
 FOOTNOTE AMOUNTS: 7,500  
 GAS ANALYSIS  
 FOOTNOTE AMOUNTS: 25,000  
 M & R  
 ACCOUNT '4293' TOTAL 34,000

4302 PURCHASE FOR RESALE  
 FOOTNOTE AMOUNTS: 4,000,000  
 REQUEST ACCOUNTS FOR HEDGING AND MODERATE WEATHER  
 DEPT '7110-00' TOTAL 4,314,900

User: terri.parker Fund: 60 ELECTRIC FUND

DB: Winterville Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 7110-22 - ADMINISTRATION - METERING							
60-7110-22-4274	NEW EQUIPMENT	38,500					
60-7110-22-4304	ELECTRIC METER REPLACEMENT	5,500		9,000	9,000	9,000	9,000
60-7110-22-4305	ELECTRIC NEW ACCOUNT METER	2,450		2,450	2,450	2,450	2,450
60-7110-22-4306 *	WATER REPLACEMENT METERS	110,733	52,960	76,500	7,500	7,500	7,500
60-7110-22-4307	WATER NEW ACCOUNT METERS	13,000	3,687	13,000	13,000	13,000	13,000
Totals for dept 7110-22 - ADMINISTRATION - METERING		170,183	56,647	100,950	31,950	31,950	31,950

\* NOTES TO BUDGET: DEPARTMENT 7110-22 ADMINISTRATION - METERING

4306	WATER REPLACEMENT METERS						
	NEW METERS			39,000			
	REPLACEMENT ERTS FOR FAILING UNITS			37,500			
	ACCOUNT '4306' TOTAL			76,500			
	DEPT '7110-22' TOTAL			76,500			

User: terri.parker  
 Fund: 60 ELECTRIC FUND  
 DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 8010-00 - CAPITAL OUTLAY							
60-8010-00-7150 * CAPITAL OUTLAY ACCOUNT		1,604,587	281,217	324,000	284,000	284,000	284,000
Totals for dept 8010-00 - CAPITAL OUTLAY		1,604,587	281,217	324,000	284,000	284,000	284,000

\* NOTES TO BUDGET: DEPARTMENT 8010-00 CAPITAL OUTLAY

7150	CAPITAL OUTLAY ACCOUNT						
	FOOTNOTE AMOUNTS:			20,000			
	CIRCUIT REHAB			150,000			
	FOOTNOTE AMOUNTS:			50,000			
	NEW SUBDIVISIONS, COMMERCIAL INSTALLS			104,000			
	FOOTNOTE AMOUNTS:			324,000			
	NEW ELECTRIC TERRITORY			324,000			
	FOOTNOTE AMOUNTS:						
	CONTRACT LINE CREW						
	(3 MAN CREW @ \$40/HR/WK @ 13 WKS)						
	ACCOUNT '7150' TOTAL	10,262,939	7,362,934	8,340,495	8,212,971	8,221,063	8,221,063
	DEPT '8010-00' TOTAL						

TOTAL APPROPRIATIONS		10,262,939	7,362,934	8,340,495	8,212,971	8,221,063	8,221,063
BEGINNING FUND BALANCE		836,342	836,342	(6,526,592)	(6,526,592)	(6,526,592)	(6,526,592)
ENDING FUND BALANCE		(9,426,597)	(6,526,592)	(14,867,087)	(14,739,563)	(14,747,655)	(14,747,655)



User: terri.parker Fund: 61 WATER FUND

DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 7230-00 - WATER PURCHASE		400,000	393,479	472,000	472,000	472,000	472,000
61-7230-00-4302 * PURCHASE FOR RESALE		400,000	393,479	472,000	472,000	472,000	472,000
Totals for dept 7230-00 - WATER PURCHASE							

\* NOTES TO BUDGET: DEPARTMENT 7230-00 WATER PURCHASE

4302	PURCHASE FOR RESALE						
	FOOTNOTE AMOUNTS:						
	WATER PURCHASE FOR RESALE	400,000		400,000	400,000	400,000	400,000
	FOOTNOTE AMOUNTS:						
	CAPITAL CHARGES	72,000		72,000	72,000	72,000	72,000
	ACCOUNT '4302' TOTAL	472,000		472,000	472,000	472,000	472,000
	DEPT '7230-00' TOTAL	472,000		472,000	472,000	472,000	472,000

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 8010-00 - CAPITAL OUTLAY		47,000					
61-8010-00-7150 CAPITAL OUTLAY ACCOUNT		47,000					
Totals for dept 8010-00 - CAPITAL OUTLAY		1,661,541	1,423,244	1,677,795	1,661,847	1,661,847	1,661,847
TOTAL APPROPRIATIONS							
BEGINNING FUND BALANCE		2,732,059	2,732,059	1,308,815	1,308,815	1,308,815	1,308,815
ENDING FUND BALANCE		1,070,518	1,308,815	(368,980)	(353,032)	(353,032)	(353,032)

2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23

AMENDED BUDGET THRU 06/30/22 ACTIVITY PT HEAD REQUESTED BUDGET MANAGER REVIEWWN COUNCIL REVIEW BUDGET FINAL APPROVED BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 THRU 06/30/22	2022-23 ACTIVITY PT HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 7310-21 - ADMIN - PUMP STATION							
62-7310-21-4227 FUEL (VEHICLES)			317				
62-7310-21-4231 UNIFORMS & SHOES			24				
Totals for dept 7310-21 - ADMIN - PUMP STATION			341				



User: terri.parker

DB: Winterville

Fund: 62 SEWER FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>							
Dept 7320-20 -	OPERATIONS - COLLECTIONS						
62-7320-20-4120	SALARIES AND WAGES	89,885	52,133	118,384	121,202	121,202	121,202
62-7320-20-4121	OVERTIME	12,000	3,844	10,208	10,208	10,208	10,208
62-7320-20-4122	LONGEVITY	1,500	1,074	600	700	700	700
62-7320-20-4126	FICA EXPENSE	7,959	4,146	10,208	10,451	10,451	10,451
62-7320-20-4127	INSURANCE EXPENSE	43,230	16,585	42,914	42,914	42,914	42,914
62-7320-20-4130	RETIREMENT	11,656	6,500	15,938	16,317	16,317	16,317
62-7320-20-4170	401 (K) RETIREMENT	5,134	2,799	6,586	6,743	6,743	6,743
62-7320-20-4221	PROFESSION DEVELOP-EDUCAT	2,000	300	2,000	2,000	2,000	2,000
62-7320-20-4222	TRAVEL-MEALS, LODGING, MILE	2,000	222	2,000	2,000	2,000	2,000
62-7320-20-4223	POSTAGE & TELEPHONE	1,000	333	1,000	1,000	1,000	1,000
62-7320-20-4225	MAINT & REPAIR-EQUIPMENT	115,000	88,523	60,000	60,000	60,000	60,000
62-7320-20-4226	MAINT & REPAIR-VEHICLE	26,500	1,774	7,000	7,000	7,000	7,000
62-7320-20-4228	UTILITIES	71,500	62,606	65,000	65,000	65,000	65,000
62-7320-20-4229	OSHA	2,000		2,000	2,000	2,000	2,000
62-7320-20-4230	SUPPLIES & MATERIALS	101,500	20,974	62,000	62,000	62,000	62,000
62-7320-20-4232	ENGINEERING	33,000	7,588	10,000	10,000	10,000	10,000
62-7320-20-4233 *	CONTRACTED SERVICES	118,250	68,166	50,750	43,750	43,750	43,750
62-7320-20-4234	DUES & SUBSCRIPTIONS	1,500		1,500	1,500	1,500	1,500
62-7320-20-4301	CUSTOMER BILL PREPARATION	12,000	6,823	8,000	8,000	8,000	8,000
62-7320-20-4310	CMSD EXPENSE	1,027,572	1,024,672	1,142,866	1,142,866	1,142,866	1,142,866
62-7320-20-5132	DEBT SERVICE EXPENSE	380,827	355,007	383,850	383,850	383,850	383,850
62-7320-20-5133	INTEREST EXPENSE	53,430	51,392	48,500	48,500	48,500	48,500
62-7320-20-7150 *	CAPITAL OUTLAY ACCOUNT			16,000	16,000	16,000	16,000
62-7320-20-9101	CONTR TO GEN FUND SVC RND	397,627	397,627	397,627	400,295	400,295	400,295
62-7320-20-9103	CONTR TO METERING DIVISIO	44,750	44,750	44,750	44,750	44,750	44,750
62-7320-20-9107	CONTR TO CAPITAL IMP	1,504	9,305				
62-7320-20-9112	CONTR TO CAPITAL RESERVE	23,500					
62-7320-20-9117 *	CONT TO WATER FUND			18,600	18,600	18,600	18,600
Totals for dept 7320-20 - OPERATIONS - COLLECTIONS		2,586,824	2,227,143	2,528,281	2,527,646	2,527,646	2,527,646

\* NOTES TO BUDGET: DEPARTMENT 7320-20 OPERATIONS - COLLECTIONS

4233	CONTRACTED SERVICES						
	FOOTNOTE AMOUNTS:						
	ELECTRICIANS			10,000	3,000	3,000	3,000
	EMERGENCY REPAIRS			15,000	15,000	15,000	15,000
	UTILITY CUTS/ASPHALT PATCHING			2,500	2,500	2,500	2,500
	ALARM MONITORING			6,250	6,250	6,250	6,250
	BACKFLOW TESTING			2,000	2,000	2,000	2,000
	MANHOLE LEAK REPAIRS			5,000	5,000	5,000	5,000
	LIFT STATION REPAIRS			10,000	10,000	10,000	10,000
	ACCOUNT '4233' TOTAL			50,750	43,750	43,750	43,750

7150	CAPITAL OUTLAY ACCOUNT						
	FOOTNOTE AMOUNTS:						
	HAND HELD PIPE CAMERA WITH LOCATOR ATTACHED			16,000			

2021-22	2021-22	2022-23	2022-23	2022-23	2022-23	2022-23
AMENDED	ACTIVITY PT	HEAD REQUESTED	MANAGER REVIEW	COUNCIL REVIEW	FINAL APPROVED	
BUDGET	THRU 06/30/22	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

GL NUMBER DESCRIPTION

APPROPRIATIONS

Dept 7320-20 - OPERATIONS - COLLECTIONS

9117	CONT TO WATER FUND					
	FOOTNOTE AMOUNTS:		18,600			
	REIMBURSEMENT TO THE WATER FUND FOR ELI'S RIDGE PUMP STATION COST SHARE FY 22-23THROUGH FY 27-28 5 YEAR		85,350	43,750	43,750	43,750
	DEPT '7320-20', TOTAL					

User: terri.parker Fund: 62 SEWER FUND

DB: Winterville Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
APPROPRIATIONS							
Dept 8010-00 - CAPITAL OUTLAY		178,080	14,398	199,000	116,000	116,000	116,000
62-8010-00-7150 * CAPITAL OUTLAY ACCOUNT		178,080	14,398	199,000	116,000	116,000	116,000
Totals for dept 8010-00 - CAPITAL OUTLAY							

\* NOTES TO BUDGET: DEPARTMENT 8010-00 CAPITAL OUTLAY

7150	CAPITAL OUTLAY ACCOUNT						
	FOOTNOTE AMOUNTS:						
	SEWER PUMP STATION REHAB CLOSING FEE		71,000	71,000	71,000	71,000	71,000
	FOOTNOTE AMOUNTS:		93,000				
	ELI'S RIDGE COST SHARE		35,000	45,000	45,000	45,000	45,000
	FOOTNOTE AMOUNTS:						
	CHAPMAN STREET LIFT STATION SITE		199,000	116,000	116,000	116,000	116,000
	ACCOUNT '7150' TOTAL		199,000	116,000	116,000	116,000	116,000
	DEPT '8010-00' TOTAL		2,727,281	2,643,646	2,643,646	2,643,646	2,643,646
TOTAL APPROPRIATIONS		2,764,904	2,241,882	2,727,281	2,643,646	2,643,646	2,643,646

BEGINNING FUND BALANCE	(4,940,228)	(4,940,228)	(7,182,110)	(7,182,110)	(7,182,110)	(7,182,110)	(7,182,110)
ENDING FUND BALANCE	(7,705,132)	(7,182,110)	(9,909,391)	(9,825,756)	(9,825,756)	(9,825,756)	(9,825,756)

User: terri.parker

DB: Winterville

Fund: 63 STORMWATER FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>APPROPRIATIONS</b>						
Dept 7420-00 - OPERATIONS						
63-7420-00-4120	SALARIES AND WAGES	76,000	37,946	86,354	88,410	88,410
63-7420-00-4121	OVERTIME	1,500	994	1,500	1,500	1,500
63-7420-00-4122	LONGEVITY	500	100	200	200	200
63-7420-00-4126	FICA EXPENSE	6,049	2,472	6,831	6,993	6,993
63-7420-00-4127	INSURANCE EXPENSE	48,855	30,485	51,370	51,370	51,370
63-7420-00-4130	RETIREMENT	8,859	4,450	10,665	10,919	10,919
63-7420-00-4170	401(K) RETIREMENT	3,902	1,947	4,407	4,511	4,511
63-7420-00-4225	MAINT & REPAIR-EQUIPMENT	4,500	3,089	4,500	4,500	4,500
63-7420-00-4230	SUPPLIES & MATERIALS	22,174	1,045	10,000	10,000	10,000
63-7420-00-4232 *	ENGINEERING	100,034	11,588	89,000	89,000	89,000
63-7420-00-4233 *	CONTRACTED SERVICES	114,124	28,549	118,000	118,000	118,000
63-7420-00-4312	DRAINAGE DISTRICT	13,100	12,381	13,500	13,500	13,500
63-7420-00-4313	PHASE II COMPLIANCE	2,500		2,500	2,500	2,500
63-7420-00-9101	CONTR TO GEN FUND SVC RND	136,541	136,541	136,541	129,109	129,109
Totals for dept 7420-00 - OPERATIONS		538,638	271,587	535,368	530,512	530,512

\* NOTES TO BUDGET: DEPARTMENT 7420-00 OPERATIONS

4232	ENGINEERING					
	FOOTNOTE AMOUNTS:			7,000		
	GENERAL ENGINEERING					
	FOOTNOTE AMOUNTS:			25,000		
	PIPE REPLACEMENTS					
	FOOTNOTE AMOUNTS:			57,000		
	MS4 STORMWATER MANAGEMENT PLAN					
	FOOTNOTE AMOUNTS:			1,500		1,500
	GENERAL ENGINEERING					
	FOOTNOTE AMOUNTS:			25,000		25,000
	PIPE REPLACEMENTS					
	FOOTNOTE AMOUNTS:			57,000		57,000
	MS4 STORMWATER MANAGEMENT PLAN					
	ACCOUNT '4232' TOTAL			172,500		83,500

4233	CONTRACTED SERVICES					
	FOOTNOTE AMOUNTS:			17,000		
	ANNUAL DITCH MAINTENANCE CONTRACT					
	FOOTNOTE AMOUNTS:			99,624		
	CONTRACTED PIPE REPLACEMENT					
	FOOTNOTE AMOUNTS:			17,000		17,000
	ANNUAL DITCH MAINTENANCE CONTRACT					
	FOOTNOTE AMOUNTS:			129,518		129,518
	CONTRACTED PIPE REPLACEMENT					
	ACCOUNT '4233' TOTAL			263,142		146,518
	DEPT '7420-00' TOTAL			435,642		230,018
TOTAL APPROPRIATIONS		538,638	271,587	535,368	530,512	530,512

	BEGINNING FUND BALANCE	630,480	630,480	358,893	358,893	358,893
	ENDING FUND BALANCE	91,842	358,893	(176,475)	(171,619)	(171,619)

APPROPRIATIONS - ALL FUNDS		30,639,858	22,939,853	27,019,668	26,481,299	26,481,299
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NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	(30,639,858)	(22,939,853)	(27,019,668)	(26,931,911)	(26,481,299)	(26,481,299)
BEGINNING FUND BALANCE - ALL FUNDS	14,647,139	14,647,139	(8,225,506)	(8,225,506)	(8,225,506)	(8,225,506)
FUND BALANCE ADJUSTMENTS - ALL FUNDS	67,208	67,208	4,065,359	4,065,359	4,065,359	4,065,359
ENDING FUND BALANCE - ALL FUNDS	(15,925,511)	(8,225,506)	(31,179,815)	(31,092,058)	(30,641,446)	(30,641,446)

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>ESTIMATED REVENUES</b>						
Dept 0000-00						
10-0000-00-3110	TAXES CURRENT BUDGET	3,840,098	3,984,293	4,074,070	4,074,070	4,074,070
10-0000-00-3120	TAXES PRIOR YEAR	20,000	9,103	13,600	13,600	13,600
10-0000-00-3130	TAXES 2 PRIOR YEARS	3,500	7,421	3,500	3,500	3,500
10-0000-00-3140	OTHER PRIOR YEARS	3,500	10,899	3,500	3,500	3,500
10-0000-00-3150	TAXES PENALTIES AND INTER	25,000	12,665	12,500	12,500	12,500
10-0000-00-3160	VEHICLE PROPERTY TAXES	624,234	576,625	593,353	593,353	593,353
10-0000-00-3161	VEHICLE TAGS	5,100	5,100	5,100	5,100	5,100
10-0000-00-3210	LOCAL OPTION SALES TAX	2,992,956	2,742,956	3,035,772	3,035,772	3,035,772
10-0000-00-3220	BUSINESS PRIVILEGE LICENS	500	440	41,892	41,892	41,892
10-0000-00-3240	BEER AND WINE EXCISE TAX	41,172	41,474	41,892	41,892	41,892
10-0000-00-3310	PAYMENT IN LUE OF TAXES		2,609			
10-0000-00-3319	SOLID WASTE DISPOSAL	7,855	7,855	7,841	7,841	7,841
10-0000-00-3320	UTILITY FRANCHISE TAX	337,077	259,470	345,960	345,960	345,960
10-0000-00-3410	DOT GRANT REIMBURSEMENT	3,660	3,660	3,660	3,660	3,660
10-0000-00-3415	GRANT	69,000	70,542	75,201	75,201	75,201
10-0000-00-3435	ASSET FORFEITURE FED FUND	34,616	34,617			
10-0000-00-3510	ZONING ORDINANCE / AMENDM	2,000	6,620	2,000	2,000	2,000
10-0000-00-3511	SITE PLAN CONST. REVIEW	2,500	4,500	2,500	2,500	2,500
10-0000-00-3512	STORMWATER REVIEW	2,000		2,000	2,000	2,000
10-0000-00-3520	SUBDIVISION PLAT REVIEW	3,000	7,100	3,000	3,000	3,000
10-0000-00-3530	ZONING COMPLIANCE CERT	2,000	3,615	2,000	2,000	2,000
10-0000-00-3540	CONDITIONAL USE APPLICATI	500		500	500	500
10-0000-00-3550	VARIANCE/ZONING APPEAL	250	250	500	500	500
10-0000-00-3560	PLANNING DOCUMENTS		750			
10-0000-00-3561	LETTER OF CREDIT - SUBDIVISION GAI	595,190	595,191			
10-0000-00-3611	UTILITIES SERVICE CHARGE	2,500		2,500	2,500	2,500
10-0000-00-3634	FIRE INSPECTIONS	28,000	17,336	28,000	28,000	28,000
10-0000-00-3635	USER ACCESS FEE	1,000	9,230	10,100	10,100	10,100
10-0000-00-3636	BUILDING INSP	180,000	189,506	179,526	179,526	179,526
10-0000-00-3809	UNAUTHORIZED SUBSTANCE TA	3,500	3,499	3,000	3,000	3,000
10-0000-00-3810	COURT FEES	7,000	8,586	7,494	7,494	7,494
10-0000-00-3820	MISCELLANEOUS	30,000	28,989	30,000	30,000	30,000
10-0000-00-3821	ELECTRIC FUND CONTRIBUTIO	650,000	650,000	650,000	650,000	650,000
10-0000-00-3829	CONTRIBUTION FOR SERVICES	1,361,996	1,361,996	1,363,639	1,363,639	1,363,639
10-0000-00-3830	GRAVE OPEN/CLOSING	5,000	8,200	8,040	8,040	8,040
10-0000-00-3831	FUND BALANCE APPROPRIATIO	1,066,239				
10-0000-00-3840	CHEMTERY PLOTS		(450)			
10-0000-00-3860	SANITATION	571,000	573,775	577,623	577,623	577,623
10-0000-00-3861	WINT. EMS RIEMB	164,201	164,815	180,388	180,388	180,388
10-0000-00-3862	WINTERVILLE RESCUE RENT	20,580	20,580	20,580	20,580	20,580
10-0000-00-3863	POLICE EVENT PAY	60,000	43,505	60,000	60,000	60,000
10-0000-00-3888	GUC SERVICE AGREEMENT	22,300	23,134	23,597	23,597	23,597
10-0000-00-3904	INTEREST INCOME	4,000	15,436	11,812	11,812	11,812
<b>Totals for dept 0000-00 -</b>		<b>12,793,024</b>	<b>11,500,792</b>	<b>11,383,105</b>	<b>11,384,748</b>	<b>11,891,850</b>

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

Calculations as of 06/30/2022

2021-22 2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23  
 AMENDED ACTIVITY PT HEAD REQUESTED MANAGER REVIEWWN COUNCIL REVIEW FINAL APPROVED  
 BUDGET THRU 06/30/22 BUDGET BUDGET BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2021-22 HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
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ESTIMATED REVENUES

Dept 0000-00

\* NOTES TO BUDGET: DEPARTMENT 0000-00

3415	GRANT							
	FOOTNOTE AMOUNTS:							
	PITT COUNTY - SRO CONTRACT			69,000	69,000	75,201	75,201	75,201
	DEPT '0000-00' TOTAL			69,000	69,000	75,201	75,201	75,201
	TOTAL ESTIMATED REVENUES	12,793,024	11,500,792	11,383,105	11,384,748	11,891,850	11,891,850	11,891,850
	BEGINNING FUND BALANCE	14,215,225	14,215,225	25,783,225	25,783,225	25,783,225	25,783,225	25,783,225
	FUND BALANCE ADJUSTMENTS	67,208	67,208	4,065,359	4,065,359	4,065,359	4,065,359	4,065,359
	ENDING FUND BALANCE	27,075,457	25,783,225	41,231,689	41,233,332	41,740,434	41,740,434	41,740,434

User: terri.parker

Fund: 15 RECREATION FUND

DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 0000-00							
15-0000-00-3613	CAL RIPKIN	14,900	10,958	15,000	15,000	15,000	15,000
15-0000-00-3614	THE BALL	11,600	8,645	11,600	11,600	11,600	11,600
15-0000-00-3615	SOFTBALL ADULT	7,600		7,600	7,600	7,600	7,600
15-0000-00-3616	FOOTBALL	13,300	8,258	13,300	13,300	13,300	13,300
15-0000-00-3617	FALL BASEBALL	9,450	10,118	9,450	9,450	9,450	9,450
15-0000-00-3618	BABE RUTH BASEBALL	4,075	2,429	4,400	4,400	4,400	4,400
15-0000-00-3620	RECREATION PROGRAMS	21,500	6,065	19,000	19,000	19,000	19,000
15-0000-00-3621	PAVILION RENTAL	4,000	3,883	4,300	4,300	4,300	4,300
15-0000-00-3622	DONATIONS AND SPONSORSHIP	4,000		4,000	4,000	4,000	4,000
15-0000-00-3623	ROOKIE BALL	9,200	6,918	9,200	9,200	9,200	9,200
15-0000-00-3624	CONCESSION	50,000	38,738	52,000	52,000	52,000	52,000
15-0000-00-3625	GENERAL FUND TRANSFER	967,243	967,243	967,243	967,243	936,670	936,670
15-0000-00-3627	RECREATION SUB FEES	64,369	64,369				
15-0000-00-3628	FUND RAISING CONTRIBUTION	11,900	6,561	12,900	12,900	12,900	12,900
15-0000-00-3632	TOURNAMENT REV	16,000	16,472	22,500	22,500	22,500	22,500
15-0000-00-3831	FUND BALANCE APPROPRIATIO	814					
Totals for dept 0000-00 -		1,209,951	1,150,657	1,152,493	1,152,493	1,121,920	1,121,920
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,209,951</b>	<b>1,150,657</b>	<b>1,152,493</b>	<b>1,152,493</b>	<b>1,121,920</b>	<b>1,121,920</b>

BEGINNING FUND BALANCE	2,085,822
ENDING FUND BALANCE	3,207,742



User: terri.parker Fund: 16 POWELL BILL FUND

DB: Winterville Calculations as of 06/30/2022

2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23

GL NUMBER	DESCRIPTION	AMENDED BUDGET	ACTIVITY PT THRU 06/30/22	HEAD REQUESTED BUDGET	MANAGER REVIEWWN BUDGET	COUNCIL REVIEW BUDGET	FINAL APPROVED BUDGET
ESTIMATED REVENUES							
Dept 0000-00		310,247	310,097	277,187	277,187	277,187	277,187
16-0000-00-3440	POWELL BILL DISTRIBUTION	120					
16-0000-00-3904	INTEREST INCOME	310,367	310,097	277,187	277,187	277,187	277,187
Totals for dept 0000-00 -		310,367	310,097	277,187	277,187	277,187	277,187
TOTAL ESTIMATED REVENUES							

BEGINNING FUND BALANCE	203,036	203,036	513,133	513,133	513,133	513,133	513,133
ENDING FUND BALANCE	513,403	513,133	790,320	790,320	790,320	790,320	790,320

User: terri.parker

Fund: 18 FIRE DEPARTMENT FUND

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
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ESTIMATED REVENUES							
Dept 0000-00							
18-0000-00-3400	GRANT FUNDING	291,713	278,419	32,813	32,813	32,813	32,813
18-0000-00-3425	FEMA FUNDING	149,172	129,677	32,813	32,813	32,813	32,813
18-0000-00-3884	GENERAL FUND CONT	623,931	578,987	98,261	98,261	100,461	100,461
	Totals for dept 0000-00 -	1,064,816	987,083	131,074	131,074	133,274	133,274

TOTAL ESTIMATED REVENUES							
		1,064,816	987,083	131,074	131,074	133,274	133,274

BEGINNING FUND BALANCE							
		(24,916)	(24,916)	962,167	962,167	962,167	962,167
ENDING FUND BALANCE							
		1,039,900	962,167	1,093,241	1,093,241	1,095,441	1,095,441

2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23 2022-23

AMENDED ACTIVITY PT HEAD REQUESTED MANAGER REVIEWWN COUNCIL REVIEW FINAL APPROVED

BUDGET THRU 06/30/22 BUDGET BUDGET BUDGET BUDGET BUDGET BUDGET

GL NUMBER DESCRIPTION

ESTIMATED REVENUES

Dept 0000-00 GENERAL FUND CONT

Totals for dept 0000-00 -

TOTAL ESTIMATED REVENUES

20,000 20,000

20,000 20,000

20,000 20,000

49,305 49,305

69,305 69,305

69,305 69,305

69,305 69,305

69,305 69,305

69,305 69,305

BEGINNING FUND BALANCE

ENDING FUND BALANCE

User: terri.parker Fund: 23 ARPA GRANT FUND

DB: Winterville

Calculations as of 06/30/2022

2021-22	2021-22	2022-23	2022-23	2022-23	2022-23	2022-23
AMENDED	ACTIVITY PT	HEAD REQUESTED	MANAGER REVIEW	COUNCIL REVIEW	FINAL APPROVED	
BUDGET	THRU 06/30/22	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

GL NUMBER	DESCRIPTION	2021-22	2021-22	2022-23	2022-23	2022-23	2022-23
ESTIMATED REVENUES							
Dept 0000-00			1,582,492				
23-0000-00-3415	GRANT		1,582,492				
Totals for dept 0000-00 -			1,582,492				
TOTAL ESTIMATED REVENUES							

BEGINNING FUND BALANCE	1,582,492	1,582,492	1,582,492	1,582,492	1,582,492	1,582,492
ENDING FUND BALANCE	1,582,492	1,582,492	1,582,492	1,582,492	1,582,492	1,582,492

User: terri.parker  
 DB: Winterville  
 Fund: 44 SEWER FUND CAPITAL PROJEC

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
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ESTIMATED REVENUES							
Dept 0000-00	SEWER FUND CONTRIBUTION	1,504	1,504				
44-0000-00-3823		1,504	1,504				
Totals for dept 0000-00 -							
TOTAL ESTIMATED REVENUES		1,504	1,504				

BEGINNING FUND BALANCE	(1,504)
ENDING FUND BALANCE	(1,504)

User: terri.parker Fund: 60 ELECTRIC FUND

DB: Winterville Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 06/30/22	2021-22 PT HEAD REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 0000-00							
60-0000-00-3611	UTILITIES SERVICE CHARGE	40,000	74,203	55,000	55,000	55,000	55,000
60-0000-00-3831	FUND BALANCE APPROPRIATIO	3,108,223				912,168	912,168
60-0000-00-3901	ELECTRIC SALES	6,480,317	6,285,597	6,663,921	6,663,921	6,663,921	6,663,921
60-0000-00-3902	CONNECTION FEES	88,045	60,330	28,000	28,000	28,000	28,000
60-0000-00-3904	INTEREST INCOME	3,232		3,000	3,000	3,000	3,000
60-0000-00-3908	CONTRIB FOR METERING DIV	89,500	89,500	89,500	89,500	89,500	89,500
60-0000-00-3909	MISCELLANEOUS		103,803	3,000	3,000	3,000	3,000
60-0000-00-3911	EL SALES TAX	453,622	415,781	466,474	466,474	466,474	466,474
Totals for dept 0000-00 -		10,262,939	7,029,214	7,308,895	7,308,895	8,221,063	8,221,063
TOTAL ESTIMATED REVENUES		10,262,939	7,029,214	7,308,895	7,308,895	8,221,063	8,221,063

BEGINNING FUND BALANCE	836,342	836,342	7,865,556	7,865,556	7,865,556	7,865,556	7,865,556
ENDING FUND BALANCE	11,099,281	7,865,556	15,174,451	15,174,451	16,086,619	16,086,619	16,086,619

User: terri.parker  
 DB: Winterville  
 Fund: 61 WATER FUND  
 Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEWWN BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 0000-00							
61-0000-00-3811 *	DEBT SERVICE PROCEEDS			18,600	18,600	18,600	18,600
61-0000-00-3831	FUND BALANCE APPROPRIATIO	121,799				67,268	67,268
61-0000-00-3904	INTEREST INCOME						
61-0000-00-3921	WATER SALES	1,501,922	1,493,442	1,551,029	1,551,029	1,551,029	1,551,029
61-0000-00-3922	CONNECTION FEES	27,000	15,750	15,000	15,000	15,000	15,000
61-0000-00-3925	ANNUAL DEBT PMT CC SCHOOL	9,950	9,949	9,950	9,950	9,950	9,950
61-0000-00-3926	METER PURCHASE		7,900				
	Totals for dept 0000-00 -	1,661,541	1,527,041	1,594,579	1,594,579	1,661,847	1,661,847

\* NOTES TO BUDGET: DEPARTMENT 0000-00

3811	DEBT SERVICE PROCEEDS						
	FOOTNOTE AMOUNTS:			18,600	18,600	18,600	18,600
	REIMBURSEMENT TO THE WATER FUND FOR ELI'S RIDGE PUMP STATION COST SHARE FY 21-22THROUGH FY 25-26 5 YEAR			18,600	18,600	18,600	18,600
	DEPT '0000-00' TOTAL	1,661,541	1,527,041	1,594,579	1,594,579	1,661,847	1,661,847

	TOTAL ESTIMATED REVENUES	2,732,059	2,732,059	4,259,100	4,259,100	4,259,100	4,259,100
	BEGINNING FUND BALANCE	4,393,600	4,259,100	5,853,679	5,853,679	5,920,947	5,920,947
	ENDING FUND BALANCE						

User: terri.parker Fund: 62 SEWER FUND

DB: Winterville Calculations as of 06/30/2022

2021-22 2021-22 2022-23 2022-23 2022-23 2022-23 2022-23

GL NUMBER	DESCRIPTION	AMENDED BUDGET	ACTIVITY PT THRU 06/30/22	HEAD REQUESTED BUDGET	MANAGER REVIEWWN BUDGET	COUNCIL REVIEW BUDGET	FINAL APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 0000-00							
62-0000-00-3820	MISCELLANEOUS		14,750			141,292	141,292
62-0000-00-3831	FUND BALANCE APPROPRIATIO	251,504					
62-0000-00-3904	INTEREST INCOME	290					
62-0000-00-3931	SEWER CHARGES	2,319,610	2,294,557	2,337,354	2,337,354	2,337,354	2,337,354
62-0000-00-3932	TAPPING FEES		5,790				
62-0000-00-3933	BAMC REVENUE	170,000	165,228	165,000	165,000	165,000	165,000
62-0000-00-3934	SEWER SYS IMPROVEMENT FEE	23,500	23,483				
Totals for dept 0000-00 -		2,764,904	2,503,808	2,502,354	2,502,354	2,643,646	2,643,646
<b>TOTAL ESTIMATED REVENUES</b>		2,764,904	2,503,808	2,502,354	2,502,354	2,643,646	2,643,646

BEGINNING FUND BALANCE	(4,940,228)	(4,940,228)	(2,436,420)	(2,436,420)	(2,436,420)	(2,436,420)	(2,436,420)
ENDING FUND BALANCE	(2,175,324)	(2,436,420)	65,934	65,934	207,226	207,226	207,226



User: terri.parker

Fund: 63 STORMWATER FUND

DB: Winterville

Calculations as of 06/30/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY PT THRU 06/30/22	2022-23 REQUESTED BUDGET	2022-23 MANAGER REVIEW BUDGET	2022-23 COUNCIL REVIEW BUDGET	2022-23 FINAL APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 0000-00							
63-0000-00-3820	MISCELLANEOUS	12,174					
63-0000-00-3831	FUND BALANCE APPROPRIATIO	16,534				10,165	10,165
63-0000-00-3904	INTEREST INCOME	310					
63-0000-00-3943	STORMWATER BILLINGS	509,620	508,234	520,347	520,347	520,347	520,347
63-0000-00-3946	CONT FROM CIP		12,174				
	Totals for dept 0000-00 -	538,638	520,408	520,347	520,347	530,512	530,512
	<b>TOTAL ESTIMATED REVENUES</b>	538,638	520,408	520,347	520,347	530,512	530,512
	BEGINNING FUND BALANCE	630,480	630,480	1,150,888	1,150,888	1,150,888	1,150,888
	ENDING FUND BALANCE	1,169,118	1,150,888	1,671,235	1,671,235	1,681,400	1,681,400
	<b>ESTIMATED REVENUES - ALL FUNDS</b>	30,639,858	27,140,897	24,870,034	24,871,677	26,481,299	26,481,299
	<b>NET OF REVENUES/APPROPRIATIONS - ALL FUNDS</b>	30,639,858	27,140,897	24,870,034	24,871,677	26,481,299	26,481,299
	BEGINNING FUND BALANCE - ALL FUNDS	14,639,338	14,639,338	41,847,443	41,847,443	41,847,443	41,847,443
	FUND BALANCE ADJUSTMENTS - ALL FUNDS	67,208	67,208	4,065,359	4,065,359	4,065,359	4,065,359
	ENDING FUND BALANCE - ALL FUNDS	45,346,404	41,847,443	70,782,836	70,784,479	72,394,101	72,394,101

**TOWN OF WINTERVILLE  
BUDGET ORDINANCE  
FISCAL YEAR 2022-2023**

**BE IT ORDAINED** by the Governing Board of the Town of Winterville, North Carolina:

**SECTION 1:** It is estimated that the following revenues will be available in the General Fund for the Fiscal year beginning July 1, 2022 and ending June 30, 2023:

Ad Valorem Taxes	4,705,623
Other Taxes and Licenses	3,431,465
Permits and Fees	12,500
Sanitation Fees	577,623
Investment Income	11,812
Inspections	207,526
Miscellaneous Income	165,311
Grant Revenue	78,861
Inter-Fund Transfer Services	1,363,639
Electric Fund Contribution	650,000.00
EMS Contribution	180,388
Fund Balance Appropriation	507,102
Debt Proceeds	0
<b>Total</b>	<b>11,891,850</b>

**SECTION 2:** The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

Governing Board	118,894
Administration	794,695
Finance	913,366
Inspections	292,099
Human Resources	268,970
Information Technology	457,750
Planning Department	162,710
Public Buildings	575,397
Grounds and Maintenance	57,000
Police Department	2,497,980
Fire Department	2,152,770
EMS Department	183,208
Animal Control	15,627
Mosquito Control	8,600
Public Works	997,453
Sanitation	607,300
Non-Departmental	1,788,031
<b>Total</b>	<b>11,891,850</b>

**SECTION 3:** The following revenues will be available in the Recreation Fund for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

Program Fees	\$133,250
Concession Income	\$52,000
<u>General Fund Transfer</u>	<u>\$936,670</u>
	<b>\$1,121,920</b>

**SECTION 4:** The following amount is hereby appropriated in the Recreation Fund for operation of the Winterville Recreation Programs during the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Recreation Department</u>	<u>\$1,121,920</u>
	<b>\$1,121,920</b>

**SECTION 5:** It is estimated that the following revenues will be available in the Powell Bill Fund for the Fiscal year beginning July 1, 2022 and ending June 30, 2023:

Grant Funding	\$277,187
<u>Interest Income</u>	<u>\$0</u>
	<b>\$277,187</b>

**SECTION 6:** The following amount is hereby appropriated in the Powell Bill Fund for the operation of the Powell Bill Program for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Powell Bill</u>	<u>\$277,187</u>
	<b>\$277,187</b>

**SECTION 7:** It is estimated that the following revenues will be available in the Home Housing Program Fund for the Fiscal year July 1, 2022 and ending June 30, 2023:

<u>General Fund Contribution</u>	<u>\$0</u>
	<b>\$0</b>

**SECTION 8:** The following amount is hereby appropriated in the Home Housing Program Fund for the operation of the Urgent Repair and Housing Program for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Contracted Service</u>	<u>\$0</u>
	<b>\$0</b>

**SECTION 9:** It is estimated that the following revenues will be available in the Fire Grant Fund for the Fiscal year July 1, 2022 and ending June 30, 2023:

Grant Funding	\$32,813
<u>General Fund Contribution</u>	<u>\$100,461</u>
	<b>\$133,274</b>

**SECTION 10:** It is estimated that the following appropriations will be available in the Fire Grant Fund for the Fiscal year July 1, 2022 and ending June 30, 2023:

<u>Fire Grant Fund</u>	<u>\$133,274</u>
	<b>\$133,274</b>

**SECTION 11:** It is estimated that the following revenues will be available in the Electric Enterprise Fund for the Fiscal year July 1, 2022 and ending June 30, 2023:

Sales and Service	\$7,308,895
<u>Retained Earnings</u>	<u>\$912,168</u>
	<b>\$8,221,063</b>

**SECTION 12:** The following amount is hereby appropriated in the Electric Enterprise Fund for the operation of the electric utility for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Electric Department</u>	<u>\$8,221,063</u>
	<b>\$8,221,063</b>

**SECTION 13:** It is estimated that the following revenues will be available in the Water Enterprise Fund for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Sales and Service</u>	<u>\$1,661,847</u>
	<b>\$1,661,847</b>

**SECTION 14:** The following amount is hereby appropriated in the Water Enterprise Fund for the operation of the water utility for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Water Department</u>	<u>\$1,661,847</u>
	<b>\$1,661,847</b>

**SECTION 15:** It is estimated that the following revenues will be available in the Sewer Enterprise Fund for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Sales and Service</u>	<u>\$2,643,646</u>
	<b>\$2,643,646</b>

**SECTION 16:** The following amount is hereby appropriated in the Sewer Enterprise Fund for the operation of the sewer utility for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Sewer Department</u>	<u>\$2,643,646</u>
	<b>\$2,643,646</b>

**SECTION 17:** It is estimated that the following revenues will be available in the Stormwater Fund for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Sales and Service</u>	<u>\$530,512</u>
	<b>\$530,512</b>

**SECTION 18:** The following amount is hereby appropriated in the Stormwater Fund for the operation of the Storm Water utility for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023:

<u>Storm Water Department</u>	<u>\$530,512</u>
	<b>\$530,512</b>

**SECTION 19:** There is hereby levied a tax at the rate of forty-seven and one-half cents (\$.475) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2022 for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund in Section 1 of this ordinance. This rate is based on a total estimated valuation of property for the purposes of taxation of \$838,983,463 and an estimated rate of collection of 98% for real and personal property, 100% for vehicles.

**SECTION 20:** The Town Manager (Budget Officer) is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. May amend line item appropriations within any Fund as long as the total appropriation of that Fund is not changed. A record of any such amendments shall be maintained by the Finance Director for public inspection.
- b. May not transfer any amounts between funds, unless approved by the Governing Board through an amendment to the Budget Ordinance.

**SECTION 21:** The attached Fee and Utility Rate Schedules are hereby adopted for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023.

**SECTION 22:** The attached Pay and Classification Plan is hereby adopted for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023.

**SECTION 23:** Copies of the Budget Ordinance shall be furnished to the Town Clerk to the Governing Board and to the Town Manager (Budget Officer) to be kept on file by them for their direction in the disbursement of funds.

Adopted this 13th day of June 2022.



*Mark C. Smith*  
 \_\_\_\_\_  
 Mark C. Smith, Mayor Pro Tem

Attest:

*Donald Harvey*  
 \_\_\_\_\_  
 Donald Harvey, Town Clerk

# Town of Winterville Fee Schedule



# WINTERVILLE

*A slice of the good life!*

Effective Date  
July 1, 2022

As Certified by the  
Assistant Town Manager  
Anthony B. Bowers

<p><b>Town of Winterville</b>  <b>Fee Schedule</b>  <b>Fiscal Year 2022-2023</b></p>
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**BE IT ORDAINED** by the Governing Board of the Town of Winterville, North Carolina that the following fees be enacted for the 2022-2023 fiscal year:

**Utility Department:**

Residential Utility Deposits:

- Electric ..... \$225.00 or a letter of good credit from a previous utility company.
- Water ..... \$20.00 or a letter of good credit from a previous utility company.
- Sewer ..... \$55.00 or a letter of good credit from a previous utility company.

Commercial Utility Deposits:

- Electric ..... \$225.00
  - Water ..... \$20.00
  - Sewer ..... \$55.00
- All commercial accounts are required to pay a two (2) month deposit of \$600.

Service Charge:

- Cut on fee ..... \$25.00
- Delinquent fee ..... \$25.00 plus two-month deposit before reconnection.  
(\$150.00 if initial deposit was made; \$300 if not)
- Returned Check Charge ..... \$25.00

Late Penalties: ..... \$2.00

Meter Tampering (All Utilities) ..... \$100.00 fine plus estimated non-metered usage, as well an additional deposit of \$100.00, and cost of the new meter if damaged.

Water Tap Fee:

The following fees are the minimum amount due. Any and all additional cost will be determined on a case by case basis by the town engineer. The estimate will be based on the use of material and labor.

Meter Size	In Town	Out of Town
¾"	\$450.00	\$700.00
1"	\$750.00	\$1,500.00
1½"	\$1,200.00	\$2,400.00
2"	\$2,250.00	\$4,500.00

New Subdivisions where the developer installs the lines - \$250.00

Sewer Access Fee:

The following fees are the minimum amount due. Any and all additional cost will be determined on a case by case basis by the town engineer. The estimate will be based on the use of material and labor.

In Town	Out of Town
\$450.00	\$900.00

There will be no sewer access fee for new subdivisions where developers install the lines. For developers who opt for the Town to install the lines, the sewer access fee must be paid in addition to the cost of the installation of said lines. The sewer access fees must be paid before approval of the final plat of subdivision.

Frontage Fee            Gravity Feed Line ..... \$25.00 per foot  
                                 Pressure Feed Line ..... \$15.00 per foot

Sewer Acreage Fee – \$900.00 per acre, or as calculated by the Planning Dept. in accordance with the Town Code of Ordinances.

**CMSD:**

Residential

Charges associated with the Contentnea Metropolitan Sewer District are in the amount of \$1,000.00. This is regulated by CMSD and the charge is per unit. Duplex homes are required to pay two fees.

Commercial

For commercial properties the property owner and the town will contact CMSD to determine the rate.

**Electric:**

Temporary Service ..... \$35.00  
Underground ..... \$225.00  
Commercial Underground ..... \$500.00 per point of delivery  
New Subdivisions ..... \$325.00 Per dwelling unit, paid prior to the recording of the final plat.  
Meter cost ..... \$60.00 minimum or actual cost of meter if > \$60.00  
Old Poles ..... \$.40 per foot.  
Yard Light W/ Underground ..... \$85.00 minimum or \$3.00 per foot after 150 feet

**Electric Line Extension:**

Overhead Construction ..... cost of labor and materials plus 20%  
  
Underground Construction ..... cost of labor and materials plus 20%

**Convert Overhead to Underground**

Residential ..... \$225.00 plus any abnormal cost and ..... \$3.00 per foot after 150 feet.  
  
Non-residential ..... \$500.00 plus any abnormal cost and ..... \$3.00 per foot after 150 feet.

**Water:**

Temporary Service  
at Fire Hydrant ..... \$50.00

Meter Cost ..... \$150.00

**Solid Waste Collection:**

Residential Customer ..... \$11.50 Per Container per month.

Non-Profit

Religious Organization ..... \$11.50 Per Container per month.

Commercial

Commercial accounts will not be serviced by the Town of Winterville or a contractor thereof.



**General:**

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Cemetery Plots

In Town	In the ETJ	Out of Town*
\$800.00	\$1,200.00	NA*

\*Cemetery plots are **not** available for purchase by Out of Town residents.

- Opening and closing cemetery plots ..... \$500.00.
- Cremation Opening ..... \$200.00.
- After-hour arrangements (opening/closing/locating) ..... \$150.00 additional.

Cable TV Franchise Application ..... \$5,000.00 (non-refundable).

- Taxicab Initial Franchise Application Fee ..... \$30.00
- Taxicab Renewal Franchise Application Fee ..... \$19.00
- Taxicab Annual Inspection Fee ..... \$20.00
- Taxicab Drivers Permit Application Fee ..... \$15.00

Solicitation Permit ..... \$10.00

Driveways and Curb Cutouts ..... Cost of material or \$200.00 minimum.

Community Building Rental

In Town	Out of Town
\$125.00	\$200.00

Refundable Deposit of \$100 required.

Operation Center Room Rental

In Town	Out of Town
\$125.00	\$200.00

Refundable Deposit of \$100 required.

**Police Department:**

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- Cost of Service (AOC) ..... \$5.00
- Incident Report copies ..... \$13.00 (Department uses an outside company)
- Police Accident Report copies ..... \$5.00
- Finger Printing Copies ..... \$10.00

**Planning and Zoning:**

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Site Development Plans (both residential and non-residential)

Submittal Fee..... \$500.00  
Resubmittal Fee (Charged at 3<sup>rd</sup> Re-submittal)\*\*\* ..... Additional Base Fee.

\*\*\*Charged when re-submittal due to project designer's failing to address city comments/requirements.

Zoning Ordinance Amendment Filing Fees

Text Amendment ..... \$500.00 flat fee  
Map Amendment ..... \$550.00 + \$50 per acre not to exceed \$1,000.00.

Subdivision Plat Review Fee/Filing Fee

Preliminary Plat..... \$350.00 base fee plus \$50.00 per acre not to exceed \$1,000.00.

Final Plat..... \$250.00 base fee plus \$50.00 per acre not to exceed \$1,000.00.

Stormwater Review Fee ..... \$1,000.00 per project.

Zoning Compliance Certificate Fee

Residential      New construction or addition..... \$50.00  
                         Remodeling, no addition ..... \$40.00  
                         Accessory building ..... \$30.00

Non-Residential      New construction or addition..... \$75.00  
                         Remodeling, no addition ..... \$60.00  
                         Accessory building ..... \$50.00

Signs ..... \$50.00

Conditional Use Permit Application Filing Fee ..... \$500.00

Variance Application Filing Fee ..... \$500.00

Zoning Appeal Filing Fee..... \$500.00

Copy of Zoning Ordinance..... \$30.00

Copy of Subdivision Ordinance ..... \$20.00

Copies of Maps

E Size Plot Map ..... \$40.00

D Size Plot Map ..... \$30.00

Recreational Payment in Lieu of Dedication

Current assessed market value of the land to be subdivided multiplied by the number of acres to be dedicated.

**Recreation:****2022-2023 Fee Structure for Facility Rentals**

<b>Facility Rentals</b>					
Facility	Description	Hour	Half Day	Full Day	Full Day - Weekend
Picnic Shelter	Resident	\$10.00	\$25.00	\$35.00	
	Non-Resident	\$15.00	\$35.00	\$50.00	
	Electricity			\$20.00	
Tennis Courts	Court	\$5.00			
	Lights	\$15.00	If outside normal operating hours		
Athletic Fields	Bambino				
	Ruritan	\$25.00	\$50.00	\$100.00	\$150.00
	Kiwanis	\$25.00	\$50.00	\$100.00	\$150.00
	Smith	\$25.00	\$50.00	\$100.00	\$150.00
	Lights	\$35.00			
	Tournament	\$200.00 per field per day. Includes use of lights.			
Amphitheater	Category 1	\$200 per performance No charge for rehearsals			
	Category 2	\$250 per performance \$25 per hour for rehearsals			
	Category 3	\$500 per performance \$25 per hour for rehearsals			
	Category 4	\$150 no performance			
	Category 5	Reimbursement of employee cost if applicable			

**Notes:**

Half day rental represents 4 hours  
Electricity at pavilion is \$20.00 per day.

Pavilions are free of charge and on a first come first serve basis unless someone has reserved the pavilion under the above fee structure.

Field Lights: \$35.00 per hour (any field)

If staff is needed for dragging and marking the fields, \$50 per hour (min 2 hours). Renter is responsible for repair costs beyond what is considered normal wear and tear.

**Program & Event Fee Structure**

Program	Resident	Non-Res
Cal Ripken Baseball	\$50.00	\$65.00
T-Ball & Pee Wee	\$35.00	\$45.00
Babe Ruth Baseball	\$50.00	\$65.00
Fall Baseball	\$30.00	\$45.00
Tackle Football	\$50.00	\$70.00
Flag Football	\$30.00	\$45.00
Softball	\$10.00	\$20.00
Soccer	\$30.00	\$45.00
Cheerleading	\$30.00	\$45.00
Adult Kickball	\$30.00	\$45.00
Dances	\$15.00	\$25.00

**Sponsorship Fees**

Program	Fee
Men's Softball	\$400.00
Women's Softball	\$350.00
Co-Ed Softball	\$400.00
Soccer	\$200.00
Cal Ripken Major, Minor, Rookie	\$325.00
T-Ball & Pee Wee	\$250.00
Fall Baseball	\$250.00
Babe Ruth	\$325.00
Flag Football	\$200.00
Tackle Football	\$325.00

PCC Softball Agreement: \$2,300 (total) flat rental rate for spring and fall season.

**Fire Services Fees:**

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Fire Inspection (First Visit) first or a minimum of 3000 square feet.....	In Town \$60.00
.....	ETJ \$90.00
Each additional 1,000 square feet.....	In Town \$3.00
Each additional 1,000 square feet.....	ETJ \$4.50
Fire Inspection (Re-inspection for Violations).....	In Town \$30.00
.....	ETJ \$45.00
Each additional 1,000 square feet.....	In Town \$1.50
Each additional 1,000 square feet.....	ETJ \$2.25
Foster Home Inspection.....	In Town \$60.00
.....	ETJ \$90.00
Plan Review (Per Building) up to 3000 square feet.....	In Town \$100.00
.....	ETJ \$150.00
Each additional 1000 square feet.....	In Town \$3.00
Each additional 1000 square feet.....	ETJ \$4.50
Site Plan Review.....	In Town \$100.00
.....	ETJ \$150.00
Fire Alarm Plan Review & Test.....	In Town \$75.00
.....	ETJ \$112.50
Each additional 1000 square feet.....	In Town \$1.50
Each additional 1000 square feet.....	ETJ \$2.25
Fire Alarm Additional Field Test (Retest).....	In Town \$75.00
.....	ETJ \$112.50
Each additional 1000 square feet.....	In Town \$3.00
Each additional 1000 square feet.....	ETJ \$4.50
Sprinkler Plan Review and Field Test.....	In Town \$75.00
.....	ETJ \$112.50
Each additional 1000 square feet.....	In Town \$3.00
Each additional 1000 square feet.....	ETJ \$4.50
Sprinkler Review and Field Re-Test or Additional Site Visits.....	In Town \$75.00
.....	ETJ \$112.50
Each additional 1000 square feet.....	In Town \$1.50
Each additional 1000 square feet.....	ETJ \$2.25
Hood and Suppression Plan Review.....	In Town \$50.00
.....	ETJ \$75.00
Hood & Suppression Field Test & Additional Site Visits.....	In Town \$50.00
.....	ETJ \$75.00
Re-piping Permit.....	In Town \$100.00
.....	ETJ \$150.00
Burn Permit.....	In Town \$50.00
.....	ETJ \$75.00

Private Hydrant Permit ..... In Town \$100.00  
..... ETJ \$150.00

Display & Exhibits Permit ..... In Town \$50.00  
..... ETJ \$75.00

Fair and Carnivals Permit ..... In Town \$100.00  
..... ETJ \$150.00

Tent Permit ..... In Town \$50.00  
..... ETJ \$75.00

Fumigating & Fogging Permit ..... In Town \$50.00  
..... ETJ \$75.00

Pyrotechnics / Explosives (+ Hourly Fee for Inspectors) ..... In Town \$50.00  
..... ETJ \$75.00

Miscellaneous and Other Permits ..... In Town \$50.00  
..... ETJ \$75.00

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Fire Reports ..... \$5.00

Tank Installation Permit ..... In Town \$150.00  
..... ETJ \$225.00

Tank Extraction Permit ..... In Town \$150.00  
..... ETJ \$225.00

Tank Abandonment ..... In Town \$150.00  
..... ETJ \$225.00

Tank Follow-up Inspection ..... In Town \$50.00  
..... ETJ \$75.00

ABC License ..... \$100.00

Fire Prevention Ordinance Violation ..... \$50.00 - \$500.00

Hazardous Material Spills (Per Man Hour) ..... \$30.00

**Building Inspections Department Permit Fees:**

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**Building Permits**

Residential New Construction – Additions - Alterations / Renovations  
Permit Fee: \$0.18 per Total Square Feet (Minimum Fee: \$125.00)

Detached Storage Buildings - Detached Garages and Carports  
Permit Fee: \$0.17 per Total Square Feet (Minimum Fee: \$125.00)

Home Recovery Fund fee of \$10.00 will be assessed to all residential permits obtained by licensed contractor.

Commercial – New Construction - Additions - Alterations / Renovations  
Permit Fee: \$0.20 per Total Square Feet (Minimum Fee: \$200.00)

Manufactured Homes – New and Used  
Single Wide - \$125.00  
Double Wide - \$175.00

Modular Offices and Classrooms - \$200.00

Demolition Permits  
Residential - \$100.00  
Commercial - \$150.00

Insulation .....	\$50.00
Daycare / Group Homes .....	\$100.00
Change of Occupancy .....	\$75.00
Roofing Permit .....	\$50.00
ABC Permit .....	\$50.00
Swimming Pool .....	\$125.00
Signs – Wall and Freestanding .....	\$100.00/sign

**Re-inspection Fee: \$100.00 first time; \$150.00 each time thereafter under same inspection.**

**Penalty for Beginning Work Without A Permit: \$200.00 Fee Plus the Cost of the Permit.**

**Electrical Permits**

Residential – New Construction - Additions  
Permit Fee - \$0.07 per Total Square Feet (Minimum Fee - \$75.00)

Commercial – New Construction - Additions  
Permit Fee - \$0.09 per Total Square Feet (Minimum Fee - \$75.00)

Alterations – Adding Outlets – Commercial and Residential  
Permit Fee - \$75 / 20 Outlets

Temporary Construction Service Poles - \$60.00

Swimming Pools - \$100.00

Change of Electrical Service  
\$100.00 Up To 400 Amps  
\$200.00 More Than 400 Amps

Mobile Homes - \$75.00

Electric Signs - \$50.00 per sign

Residential Generators - \$100.00

Commercial Generators - \$150.00

Temporary Power Residential for Electrical Power before Issuance of C/O - \$125.00

Temporary Power Commercial for Electrical Power before Issuance of C/O - \$150.00

### **Mechanical Permits**

Residential– New Construction – Additions - Alterations  
Permit Fee - \$0.07 per Heated Square Feet

Commercial – New Construction – Additions - Alterations  
Permit Fee - \$0.09 per Heated Square Feet

Change outs - \$90.00 Unit

Ductwork Only – Adding or Replacing \$65.00

Refrigeration - \$50.00 Unit

Commercial Kitchen Hood Fans – \$100.00 Hood

Paint Spray Booths - \$100.00 Unit

Gas Logs / Fireplace – \$80.00 Unit

Gas Lines - Residential - \$50.00

Gas Lines - Commercial - \$80.00

### **Plumbing Permits**

Residential– New Construction – Additions - Alterations  
Permit Fee - \$0.07 per Heated Square Feet (Minimum Fee - \$60.00)

Commercial – New Construction – Additions - Alterations  
Permit Fee - \$0.09 per Heated Square Feet (Minimum Fee - \$60.00)



Service Water Line Only - \$40.00

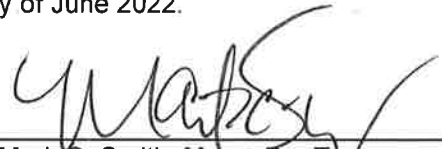
Sewer Line Replacement - \$40.00

Irrigation Water Service - \$50.00

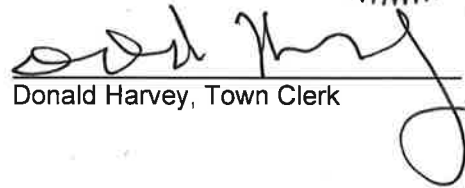
Manufactured Homes / On Frame Modular - \$60.00

Adopted this the 13<sup>th</sup> day of June 2022.



  
Mark C. Smith, Mayor Pro Tem

ATTEST:

  
Donald Harvey, Town Clerk

# Town of Winterville Utility Rates



# WINTERVILLE

*A slice of the good life!*

Effective Date  
July 1, 2022

As Certified by the  
Assistant Town Manager  
Anthony B. Bowers

**TOWN OF WINTERVILLE**  
**Electrical Rate Schedule No. 1**  
**Small General Service**  
**SGS**

1. APPLICABILITY.

This schedule is applicable to the separately metered electric service to any customer with a monthly demand less than 30 kW and is not eligible for service under the ER rate through a single point of delivery at a standard service voltage for the Town. This schedule is not applicable for:

- 1) breakdown, standby or parallel operation service;
- 2) seasonal use of electricity;
- 3) where the contract capacity exceeds 30 kW; or
- 4) for residential service.

This rate applies to churches that provide weekday, secular instruction or operation. If a customer's demand exceeds 30 kW in any two (2) or more months in a 12-month period, the customer will be served under the Medium General Service Rate.

2. MONTHLY RATE.

- A. Facility Charge:..... \$34.50 per month
- B. Energy Charges:  
For all months:
- |                          |                  |
|--------------------------|------------------|
| First 3,000 kWh .....    | \$0.1153 per kWh |
| All over 3,000 kWh ..... | \$0.1042 per kWh |

3. EXTRA FACILITIES.

The charges under this rate cover the cost of the facilities required providing service at a standard voltage of/to the Town through one point of service. Any facilities requested by the customer in excess of the cost necessary to provide standard service may be subject to an extra facility charge.

4. SALES TAX.

North Carolina sales taxes in the amount of seven (7) percent will be added to the charges.

**TOWN OF WINTERVILLE**  
**Electrical Rate Schedule No. 2**  
**Medium General Service**  
**MGS**

**1. APPLICABILITY.**

This schedule is applicable to the separately metered electric service to any customer with a monthly demand from 30 kW to 100 kW as measured by a 15-minute interval demand meter. This schedule is not applicable for:

- 1) breakdown, standby or parallel operation service;
- 2) seasonal use of electricity;
- 3) where the contract capacity exceeds 100 kVA; or
- 4) for residential service.

If a customer's demand exceeds 100 kW in any two (2) or more months in a 12-month period, the customer will be served under the Large General Service Rate.

**2. MONTHLY RATE.**

A.	Facility Charge:.....	\$18.43 per month
B.	Demand Charges:	
	First 10 kW.....	\$2.11 per kW
	All over 10 kW.....	\$5.83 per kW
C.	Energy Charges:	
	For all months:	
	First 3,000 kWh.....	\$0.1153 per kWh
	All over 3,000 kWh.....	\$0.1042 per kWh

**3. EXTRA FACILITIES.**

The charges under this rate cover the cost of the facilities required providing service at a standard voltage of/to the Town through one point of service. Any facilities requested by the customer in excess of the cost necessary to provide standard service may be subject to an extra facility charge.

**4. SALES TAX.**

North Carolina sales taxes in the amount of seven (7) percent will be added to the charges.

**TOWN OF WINTERVILLE**  
**Electrical Rate Schedule No. 3**  
**Large General Service**  
**EI**

1. APPLICABILITY.

This schedule is applicable to the separately metered electric service to any commercial, industrial or institutional facility with a monthly demanding excess of 100 kW but less than 750 kW at a single point of delivery at a standard service voltage for the Town. This schedule is not available for:

- 1) residential service; or
- 2) breakdown, standby or supplemental service, or for parallel operation with customers' generation, without a separate written agreement.

2. MONTHLY RATE.

- A. Facility Charge:..... \$345.00 per month
- B. kW Demand Charge:  
..... \$250.00 per month plus:  
..... \$11.26 per kW for all kW
- C. Energy Charges for all kWh:  
..... \$0.0788 per kWh
- D. The minimum charge shall not be less than \$575 per month.

3. DETERMINATION OF KW DEMAND.

The kW of demand billed shall be the greater of the kW demand measured by the Town's meters during any 15-minute interval in the billing month or 80 percent of the contract demand.

4. POWER FACTOR ADJUSTMENT.

Power factor adjustment shall be \$0.25 for all reactive kilovolt-amperes (kVAR), leading or lagging, as registered by a demand meter suitable for measuring a 15-minute interval.

5. EXTRA FACILITIES.

The charges under this rate cover the cost of the facilities required providing service at a standard voltage of/to the Town through one point of service. Any facilities requested by the customer in excess of the cost necessary to provide standard service may be subject to an extra facility charge.

6. SALES TAX.

North Carolina sales taxes in the amount of seven (7) percent will be added to the charges.

**TOWN OF WINTERVILLE  
Electrical Rate Schedule No. 4  
Large General Service Temporary  
EIT**

1. APPLICABILITY.

This schedule is applicable to the separately metered electric service of any commercial or Industrial facility. Only customers that are classified as an EI customer are eligible for this temporary rate. This rate allows the customer to have power for the purpose of showing the facility for potential future customers. This will allow for the property to be marketed in a more efficient manner. It is not intended to allow for maintenance of the facility. This rate is only available for 14 days.

2. RATE.

- A. Facility Charge:..... \$34.50 per month
- B. Energy Charges: For all months:
  - First 3,000 kWh: ..... \$0.1153 per kWh
  - All over 3,000 kWh: ..... \$0.1042 per kWh

3. KW DEMAND.

Demand charges will not be charged for this rate code.

4. SALES TAX.

North Carolina sales taxes in the amount of seven (7) percent will be added to the charges.

**TOWN OF WINTERVILLE**  
**Electrical Rate Schedule No. 5**  
**Residential Service**  
**ER**

1. APPLICABILITY.

This schedule is applicable to the separately metered electric service to any customer for use in and about:

- (a) a single family residence, flat or apartment;
- (b) a Combination residence and farm; or
- (c) a private residence used as a boarding and/or rooming house with no more than one cooking installation, nor more than ten bedrooms.

This schedule is not applicable to

- (a) commercial or industrial use including hotels and trailer parks;
- (b) individual motors rated over 15 HP;
- (c) separately metered service to accessory building or equipment on residential property that are not themselves intended for residence; or
- (d) services to combine residential and nonresidential electric load where the residential load is less than 50 percent of the total service equipment.

2. MONTHLY RATE.

- A. Facility Charge:.....\$12.82 per month
- B. Energy Charges for all months:
  - First 800 kWh.....\$0.1151 per kWh
  - All over 800 kWh.....\$0.1074 per kWh

3. METER READING AND BILLING.

- A. Meters may be read in units of 10-kilowatt hours and bills render accordingly.
- B. The Town shall have the opinion of reading meters monthly or bimonthly. When the meter is read at other than monthly intervals, the Town may render an interim monthly bill based upon estimated kWh used during periods for which the meter was not read.
- C. When bills are calculated for a bimonthly period, the number of kWh are specified in each block of the Monthly Rate shall be multiplied by two (2) before the rates per kWh are applied to the usage for the bimonthly period. The minimum charge will also be multiplied by two (2) when bills are calculated bimonthly.

4. SALES TAX.

North Carolina sales taxes in the amount of seven (7) percent will be added to the charges.

**TOWN OF WINTERVILLE**  
**Electrical Rate Schedule No. 6**  
**Neighborhood Entrance Sign Lighting Service**  
**NESL**

**1. APPLICABILITY.**

This schedule is applicable to the separately metered electric service to any customer for use in and about:

- (a) neighborhood residential entrance sign lighting (fixtures to be owned by neighborhood)

This schedule is not applicable to

- (a) a single family residence, flat or apartment;
- (b) a Combination residence and farm; or
- (c) a private residence used as a boarding and/or rooming house with no more than one cooking installation, nor more than ten bedrooms.
- (d) commercial or industrial use including hotels and trailer parks;
- (e) individual motors rated over 15 HP;
- (f) separately metered service to accessory building or equipment on residential property that are not themselves intended for residence; or
- (g) services to combine residential and nonresidential electric load where the residential load is less than 50 percent of the total service equipment.

**2. MONTHLY RATE.**

- A. Facility Charge:..... \$7.50 per month
- B. Energy Charges for all months:
  - First 800 kWh..... \$0.1151 per kWh
  - All over 800 kWh..... \$0.1074 per kWh

**3. METER READING AND BILLING.**

- A. Meters may be read in units of 10-kilowatt hours and bills render accordingly.
- B. The Town shall have the opinion of reading meters monthly or bimonthly. When the meter is read at other than monthly intervals, the Town may render an interim monthly bill based upon estimated kWh used during periods for which the meter was not read.
- C. When bills are calculated for a bimonthly period, the number of kWh are specified in each block of the Monthly Rate shall be multiplied by two (2) before the rates per kWh are applied to the usage for the bimonthly period. The minimum charge will also be multiplied by two (2) when bills are calculated bimonthly.

**4. SALES TAX.**

North Carolina sales taxes in the amount of seven (7) percent will be added to the charges.



**TOWN OF WINTERVILLE**  
**Electrical Rate Schedule No. 7**  
**Outdoor Lighting**  
**OL**

1. APPLICABILITY.

This schedule is applicable to any customer for outdoor lighting service except where installations are prevented by any public authority having jurisdiction or are otherwise unlawful.

2. MONTHLY RATE.

A. Metallic Vapor Units (Mean Rating) per light

70W Sodium Vapor.....	\$14.50
100W Sodium Vapor.....	\$16.56
150W Sodium Vapor.....	\$17.96
250W Sodium Vapor.....	\$23.58
400W Sodium Vapor.....	\$35.79
1000W Sodium Vapor.....	\$57.94
Wood Pole.....	\$2.00
Underground Service<150 feet.....	\$85.00
Underground Service>150 feet.....	\$85.00 plus \$ 3.00/ft >150 ft

B. The applicable North Carolina sales tax will be added to all charges listed above, except billings to federal and state agencies.

3. TERMS AND CONDITIONS.

The complete installation is to be furnished, maintained and operated by the Town of Winterville and will remain the property of the town. The type of fixture and method of installation shall be in accordance with the Town's Standards.

**TOWN OF WINTERVILLE**  
**Water and Sewer**  
**Rates**

**Water:**

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Rate Code – W.I. (Water Inside):

First.....3,000 Gallons @ \$22.40  
Next ..... 17,000 Gallons @ \$3.31 per 1000 Gallons  
All Over .....20,000 Gallons @ \$3.31 per 1000 Gallons

Rate Code- W.O. (Water Outside)

First.....3,000 Gallons @ \$44.80  
Next ..... 17,000 Gallons @ \$6.62 per 1000 Gallons  
All Over .....20,000 Gallons @ \$6.62 per 1000 Gallons

**Sewer:**

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Rate Code – S.I. (Sewer Inside)

First ..... 3,000 Gallons @ \$34.33  
Next ..... 17,000 Gallons @ \$8.57 per 1000 Gallons  
All Over ..... 20,000 Gallons @ \$7.01 per 1000 Gallons

Rate Code – S.O. (Sewer Outside)

First.....3,000 Gallons @ \$61.15  
Next ..... 17,000 Gallons @ \$17.14 per 1000 Gallons  
All Over .....20,000 Gallons @ \$14.02 per 1000 Gallons

**TOWN OF WINTERVILLE**  
**Stormwater**  
**Rates**

1. APPLICABILITY.

This schedule is applicable to any utility customer or lot owner for which there is an impervious surface in the Town of Winterville's city limits.

2. MONTHLY RATE.

**Single Family Residents:** A flat fee of \$4.00 per customer regardless of the amount of impervious surface on the resident's domain. The fee shall equate to one (1) ERU.

**Commercial / Business:** A fee of \$4.00 per unit will apply to commercial property for the amount of impervious surface area on the property. The fee will apply to each 2,000 square feet of impervious surface on the property.

ERU = (Equivalent Residential Unit) = 2,000 square feet of impervious area.

ERU's will be calculated by the Winterville Planning Department with any available resource such as aerial photos, plans and specifications, or any other reasonable method or tool deemed appropriate.

**TOWN OF WINTERVILLE**  
**Service Charge and Penalty**  
**Rates**

1. APPLICABILITY.

This schedule is applicable to all customers receiving utilities in the form of electric service, water service, and sewer service from the town.

2. MONTHLY RATE.

Service Charges – \$25.00 – The service charge is applied to all new utility accounts. This is applicable to all utilities offered by the town.

Late Fee – \$2.00 - The late fee is applied to all accounts that have a balance above \$0.00 as of the 15<sup>th</sup> of the month for cycle one and 30<sup>th</sup> of the month for cycle two. This is applied one day after the due date, which is on the 15<sup>th</sup> and 30<sup>th</sup> of each month.

Delinquent Fee - \$25.00 - The late penalty is applied to all accounts that have a balance above \$20.00 as of the 27<sup>th</sup> of the month for cycle one and 12<sup>th</sup> of the month for cycle two. This is one day after the past due date, which is on the 26<sup>th</sup> and the 11<sup>th</sup> of each month.

3. CALENDAR SITUATIONS.

In situations when the 15<sup>th</sup>/30<sup>th</sup> or the 26<sup>th</sup>/11<sup>th</sup> of the month fall on a weekend or holiday the customer will have the next business day to pay the bill without penalty.

Adopted this the 13<sup>th</sup> day of June 2022



ATTEST:

A handwritten signature in black ink, appearing to read "Mark C. Smith".

Mark C. Smith, Mayor Pro Smith

A handwritten signature in black ink, appearing to read "Donald Harvey".  
Donald Harvey, Town Clerk

**TOWN OF WINTERVILLE**  
**Benefits Highlights July 2022 – June 2023**

This document is intended to be a summary of the comprehensive, competitive benefits package available to regular and probationary employees of the Town of Winterville.

The Town of Winterville believes that as an employee you are one of the most important resources of town government, enabling the Town to provide valuable and necessary services to the citizens of Winterville. Significant dollars are spent each year on employee benefits that include health and dental insurance, life insurance, retirement, supplemental retirement, and paid holidays, vacation, sick leave, tuition reimbursement, and an employee assistance program.

This summary is current as of July 1, 2022. Questions concerning your benefits should be directed to Human Resources Director at 252-756-2221 ext. 2343 or [humanresources@wintervillenc.com](mailto:humanresources@wintervillenc.com). You can also reach out to the Town Manager's Office at (252) 756-2221 ext. 2342.

**Health Plan – Blue Cross Blue Shield of North Carolina (Blue Options Plan).**

The Town currently offers a very comprehensive, medical benefits plan to all regular employees. This is an open access plan (no referral to specialists from primary care physicians is necessary for covered treatments and services), and a point of service plan that offers In-Network benefits through the Blue Cross Blue Shield of North Carolina Blue options provider network. Out-of-Network benefits, subject to a higher deductible and coinsurance, are available when obtaining services or treatment from a provider that is not in the Blue Options network. This comprehensive plan also includes coverage for mental health, chemical dependency, vision, and prescription drugs. (Please see attached summary of benefits.)

There is no cost to the individual full-time employee for this coverage, but the employee shares in the cost for covering dependents (see chart below). Employees may waive their medical coverage.

<b>Insurance Plan</b>	<b>Town Monthly Cost</b>	<b>Employee Monthly Cost</b>	<b>Total Monthly Cost</b>
Employee	\$ 954.21	\$ 0.00	\$ 954.21
Employee/Spouse	\$1,907.78	\$ 345.05	\$2,252.83
Employee/Child	\$1,488.18	\$ 196.91	\$1,685.09
Family	\$2,507.37	\$ 580.38	\$3,087.75

**Important Highlights:**

- Effective date is the first day of the month following 30 days of employment for a regular, full time employee.
- Coverage is available for you, your spouse, and dependent children.
- Blue Options (Preferred Provider Organization – PPO).
- You do not have to select a primary physician. However, it's your responsibility to ensure that the primary physician (family practitioner, general practitioner, pediatrician or internal medicine doctor) you attend is an in-network provider.
- Office Visit In-Network Primary Care Provider - \$15 Co-Payment; Telehealth Co-Payment - \$10; Specialist - \$30 Co-Payment.
- Urgent Care Centers \$30 Co-Payment.

**TOWN OF WINTERVILLE**  
**Benefit Highlights July 2022 – June 2023**

Important Highlights (continued):

- Emergency Room Visit \$300 Co-Payment, the Co-Pay is waived if admitted.
- Preventive Care In-Network 100% Covered (Out-of-Network not available)
- Vision Care Comprehensive Eye Exam is **no longer covered** under Preventive Care
- **Changes** - Prescription Drugs (In Network) Tier 1 - \$10 Co-Payment; Tier 2 - \$20 Co-Payment; Tier 3 - \$35 Co-Payment; Tier 4 - \$50 Co-Payment; and Tier 5 (new) – maximum \$100 Co-Payment. Please check with BCBS for Out-of-Network prescription information.
- Town provides life insurance for all employees through BCBS effective following 60 days of employment. Department Heads - \$20,000 and Non-Department Heads - \$15,000.

**Dental Plan – MetLife.**

Important Highlights:

Effective date is the first day of the month following 30 days of employment for regular, full time employee.

- Coverage is available for you, your spouse, and dependent children at no cost.
- Preventive Care at 100% of PDP Fee for in-network and out-of-network.
- Basic Restorative Care (Includes Endodontic, Periodontal) 80% of PDP Fee for in-network and 80% of R&C Fee. Deductible applies.
- Major Restorative Care 50% of PDP Fee and 50% of R&C Fee. Deductible applies.
- Individual Dental Deductible (per benefit period) \$50 for both in-network and out-of-network.
- Combined Benefit Period Maximum (Includes Diagnostic and Preventive, Basic and Major Restorative Care) \$1,000 for both in-network and out-of-network.
- Orthodontic Care 50% of PDP Fee and 50% of R&C Fee.
- Lifetime Orthodontic Maximum \$1,000 for both in-network and out-of-network.

<b>Insurance Plan</b>	<b>Town Monthly Cost</b>	<b>Employee Monthly Cost</b>	<b>Total Monthly Cost</b>
Employee	\$ 35.92	0.00	\$ 35.92
Employee/Spouse	\$ 75.25	0.00	\$ 75.25
Employee/Child	\$ 76.19	0.00	\$ 76.19
Family	\$123.03	0.00	\$123.03

**Retirement – NC Local Governmental Employees Retirement System.**

Important Highlights:

- Full retirement benefits after 30 years of creditable service at any age, or at age 65 with five (5) years of creditable service; 60 with 25 years of creditable service.
- Reduced retirement benefits at age 50 with at least 20 years of creditable service or at age 60 with at least five (5) years of creditable service; age 55 for firefighters.
- Employees make a mandatory 6% contribution per pay cycle.
- The Town contributes 10.15% for all employees, except police officers.

**TOWN OF WINTERVILLE**  
**Benefit Highlights July 2022 – June 2023**

- If currently employed by a participating member, a transfer application should be completed as opposed to an enrollment application
- Can buy-back various types of service after being a contributing member for five (5) years, i.e. withdrawn service, prior service, out-of-state service and military service.
- May qualify for a disability benefit if you become totally and permanently disabled from your job after five (5) years of creditable service as approved by the Medical Review board. If you are a fireman and your disability is the result of an accident while performing your duty as such, you only need one year of creditable service.
- After one year as a contributing member, if you die while in active service, your beneficiary will receive a single lump sum payment. The payment equals the highest 12 months of salary in a row during the 24 months before you die, but no less than \$25,000 and no more than \$50,000. This benefit is also paid if you die within 180 days of the last day for which you were paid salary. It is in addition to any other benefits to which you may be entitled.

**Retirement – NC Local Governmental Employees’ Law Enforcement Officers (LEO).**

**Important Highlights:**

- Full retirement benefits after 30 years of creditable service at any age, age 55 with 5 years of creditable service.
- Reduced retirement benefits at age 50 and complete 15 years of service as a police officer.
- Employees make a mandatory 6% contribution per pay cycle.
- The Town contributes 10.90% for police officers.
- Can buy back various types of service after being a contributing member for five (5) years, i.e. withdrawn service, prior service, out-of-state service and military service.
- May qualify for a disability benefit if you become totally and permanently disabled from your job after five years of creditable service, as approved by the Medical Review Board. If disability is the direct result of your involvement in an accident that occurred while you were performing your duty as an officer, you only need one year of membership to qualify.
- May qualify for a death benefit for up to \$20,000 if you die while in active service after one year as a contributing member.
- May be entitled to a line-of –duty benefit of \$50,000 from the NC Industrial Commission and Dept. of State Treasurer in addition to possible benefits from the Federal Public Safety Officer’s Benefits Program, Bureau of Justice Assistance, and/or United States Department of Justice.
- If currently employed by a participating member, a transfer application should be completed as opposed to an enrollment application.

**Deferred Compensation Plans** - The Town contributes 5% of salary to the NC 401(k) plan for all employees. Voluntary contributions are optional for the employee.

**Employee Assistance Program (EAP)** - Available to all employees and their family members – up to three (3) visits at no costs to the employee.

**Credit Unions** - Local Government Credit Union – 135 Davenport Farm Road, Winterville NC 28950. Telephone (252) 756-8876.

**TOWN OF WINTERVILLE**  
**Benefit Highlights July 2022 – June 2023**

**Vacation** - Each regular full-time employee except public safety employees shall earn vacation leave at one of the following rates, depending upon his or her length of service.

**Executive Exempt 2080 Hours**

Years of Service	Hours Earned per month	Days earned per year (8hrs)
Less than 2 years	8.00	12
At least 2 years, but less than 5 years	9.33	14
At least 5 years, but less than 10 years	10.66	16
At least 10 years, but less than 15 years	12.00	18
At least 15 years, but less than 20 years	13.33	20
20 years and over	14.66	22

**FLSA Exempt 40 Hours**

Years of Service	Hours Earned per month	Days earned per year (8hrs)
Less than 2 years	7.33	11
At least 2 years, but less than 5 years	8.66	13
At least 5 years, but less than 10 years	10.00	15
At least 10 years, but less than 15 years	11.33	17
At least 15 years, but less than 20 years	12.66	19
20 years and over	14.00	21

**FLSA Non-Exempt 40 Hours**

Years of Service	Hours Earned per month	Days earned per year (8hrs)
Less than 2 years	6.66	10
At least 2 years, but less than 5 years	8.0	12
At least 5 years, but less than 10 years	9.33	14
At least 10 years, but less than 15 years	10.66	16
At least 15 years, but less than 20 years	12.00	18
20 years and over	13.33	20



**TOWN OF WINTERVILLE**  
**Benefit Highlights July 2022 – June 2023**

**Police Officers (FLSA Non-Exempt 42 Hours)**

Years of Service	Hours Earned per month	Days earned per year (8hrs)
Less than 2 years	7.00	10.5
At least 2 years, but less than 5 years	8.40	12.6
At least 5 years, but less than 10 years	9.80	14.7
At least 10 years, but less than 15 years	11.20	16.8
At least 15 years, but less than 20 years	12.60	18.9
20 years and over	14.00	21

**Fire (FLSA Non-Exempt 56 Hours)**

Years of Service	Hours Earned per month	Days earned per year (8hrs)
Less than 2 years	11.2	16.8
At least 2 years, but less than 5 years	13.1	19.65
At least 5 years, but less than 10 years	14.9	22.35
At least 10 years, but less than 15 years	16.8	25.2
At least 15 years, but less than 20 years	18.7	28.05
20 years and over	20.5	30.75

**Previous Leave Credit:** Employees with prior service credits with the North Carolina Local Government Retirement System shall have those credits added to their time in service with the Town of Winterville according to the following schedules.

At hiring	25% of prior time in service
At least 2 years	50% of prior time in service
At 5 years	75% of prior time in service
At 10 years	100% of prior time in service

**Sick Leave:**

- Accrued at 8.00 hours per month for all employees, except police officers. Police officers accrue at 8.4 hours per month. Fire accrues at 11.2 hours per month.
- Can accrue an unlimited amount of sick leave.
- Town will accept certified sick time from previous employer after completion of initial probationary period.

**TOWN OF WINTERVILLE**  
**Benefit Highlights July 2022 – June 2023**

**Holidays:**

The Town of Winterville follows the North Carolina State holiday schedule. The following are designated as holidays with pay for all regular and temporary full-time employees:

- New Year's Day
- Martin Luther King Day
- Easter Friday
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day and the day after
- Christmas Day and one-two additional days

**Miscellaneous:**

- Tuition Reimbursement Program – up to \$500 per fiscal year. Prior approval required for reimbursement and specific amounts of reimbursement are set by the Manager's Office each fiscal year.
- Direct Deposit – mandatory.
- Pay Cycle – biweekly.
- Longevity.
- Military Leave.
- Supplemental insurance available at the employee's expense through AFLAC (life, disability, hospitalization, cancer, etc.)
- Vision insurance is available at the employee's expense through Superior and ALFAC.

***This document is intended to provide a brief summary of the benefit plans. The official plan documents and/or contracts determine eligibility for benefits and coverage. If there any discrepancy between this summary and the plan documents, the plan documents will prevail.***

**TOWN OF WINTERVILLE****EMPLOYEE COMPENSATION SCHEDULE****AS OF 7/1/2022**

<b>Grade</b>	<b>Classification</b>	<b>STATUS</b>	<b>Hiring Rate</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
5			27,117	28,794	33,895	40,674
6			28,471	29,894	35,590	42,708
7			29,894	31,390	37,344	44,842
8	Maintenance Worker		31,390	33,595	39,459	47,085
9			32,595	34,607	41,198	49,440
10	Administrative Assistant Park Maintenance Worker		34,607	36,337	43,258	51,909
11	Customer Service Representative Meter Technician		36,337	38,154	45,420	52,249
12	Accounting Technician Buyer Equipment Operator Office Manager		38,154	40,060	47,694	57,231
13	Senior Equipment Operator Parks & Recreation Programmer Firefighter		40,060	42,064	50,075	60,090
14	Electric Line Technician - 3rd Class Utility/Pump Maintenance Mechanic Utility Billing Coordinator		42,064	44,168	53,865	63,095
15	Parks and Recreation Maintenance Supervisor Senior Utility/Pump Maintenance Mechanic Paramedic Fire Engineer		44,168	46,373	55,403	66,250

**TOWN OF WINTERVILLE****EMPLOYEE COMPENSATION SCHEDULE****AS OF 7/1/2022**

<b>Grade</b>	<b>Classification</b>	<b>STATUS</b>	<b>Hiring Rate</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
16	Executive Staff/HR Assistant IT Program Specialist Parks and Recreation Program Supervisor Police Officer		46,373	48,695	57,972	69,564
17	Meter and Electric Services Supervisor Police Investigator Police Corporal Purchasing Agent Revenue Collector		48,695	51,130	60,809	73,043
18	Construction Inspector/GIS Technician Electric Line Technician - 2nd Class Police Platoon Supervisor		51,130	53,203	63,913	76,697
19	Public Works Supervisor		53,203	56,371	65,773	80,530
20	Accountant Code Enforcement Officer/ Building Inspector Distribution and Collection System Superintendent Electric Line Technician - 1st Class Economic Development Planner		56,371	58,768	70,492	82,544
21			58,768	62,151	73,988	92,010
22	Electric Line Supervisor Police Division Supervisor Town Clerk Fire/Rescue/EMS Recruitment, Retention and Member Development Officer Accounting Operations Manager	E   E  E	62,151	65,254	77,685	93,223

**TOWN OF WINTERVILLE****EMPLOYEE COMPENSATION SCHEDULE****AS OF 7/1/2022**

<b>Grade</b>	<b>Classification</b>	<b>STATUS</b>	<b>Hiring Rate</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
23			65,254	68,519	81,558	97,883
24	Fire Chief	E	68,519	71,943	85,648	102,779
	Parks and Recreation Director	E				
25	IT Director	E	71,943	75,541	89,931	107,915
	Planning Director	E				
26	Electric Utilities Director	E	75,541	79,319	94,532	113,312
	Public Works Director	E				
27	Finance Director	E	79,319	83,284	99,148	118,976
	Police Chief	E				
28			83,284	87,449	104,105	124,925
29	Assistant Town Manager	E	87,749	91,818	109,311	131,172
30		E	91,818	96,413	114,775	137,731
31		E	96,413	101,235	123,953	144,615
32		E	101,235	106,196	126,541	151,849
33		E	106,196	111,607	132,869	159,440
34		E	111,607	117,188	139,509	175,618
35		E	117,188	123,049	146,486	175,783
36		E	123,049	129,201	153,811	184,571
37		E	129,201	135,658	161,520	193,800



# TOWN OF WINTERVILLE

## FY 2022-2023

### BUDGET CALENDAR

DATE	DESCRIPTION	TIME	LOCATION
<b>Monday, February 21, 2022</b>	Distribution of Budget Worksheets to Management Team	NA	TMGR OFFICE
<b>Thursday, February 24, 2022</b>	Town Council Vision Setting Meeting	5:30 pm	THAR
<b>Friday, March 25, 2022</b>	Management Team Recommendations Due	NA	TMGR OFFICE
<b>Monday, April 25, 2022</b>	Town Council & Manager Progress Meeting	6:00 pm	THECR
<b>May 9-13, 2022</b>	Manager Review with Management Team	N/A	TMGR OFFICE
<b>Monday, May 23, 2022</b>	Hand delivery of the Recommended Budget	N/A	NA
<b>Tuesday, May 24, 2022</b>	Town Council Budget Work Sessions	6:00 pm	THAR
<b>Thursday, May 26, 2022</b>	Town Council Budget Work Sessions	6:00 pm	THAR
<b>Monday, June 6, 2022</b>	Public Hearing	7:00 pm	THAR
<b>Monday, June 13, 2022</b>	Adoption of the FY 2022-2023 Budget Ordinance	7:00 pm	THAR
<b>Friday, July 1, 2022</b>	Fiscal Year Begins	NA	NA

**THAR:**  
Town Hall Assembly Room  
2571 Railroad Street  
Winterville, NC 28590

**THECR:**  
Executive Conference Room  
2571 Railroad Street  
Winterville, NC 28590

**WCR:**  
Winterville Community Room  
2571 Railroad Street  
Winterville, NC 28590

**DEPOT:**  
Winterville Train Depot  
Railroad Street  
Winterville, NC 28590

Orange denotes part-time, seasonal and intern positions.

**Town of Winterville  
Position By Department  
2022-2023 Fiscal Year**

Department	Number of Positions	Position Title
<b>Administration</b>		
	1	Town Manager
	1	Assistant Town Manager
	1	Economic Development Planner
	1	Town Clerk
	1	Executive Staff Assistant/HR Assistant
	1	Office Manager (Ops Center)
	1	Administrative Intern(s)
<b>Total positions</b>	<b>6</b>	<b>Full -Time Total ONLY</b>

<b>Electric</b>		
	1	Electric Director
	1	Electric Systems Superintendent
	1	Electric Line Crew Leader
	1	Electric Line Technician 1st Class
	0	Electric Line Technician 2nd Class
	2	Electric Line Technician 3rd Class
	1	Meter Electric Services Supervisor
	2	Meter Technician
	1	Part-Time Purchaser (15 hours)
<b>Total positions</b>	<b>9</b>	<b>Full -Time Total ONLY</b>

<b>Information Technology</b>		
		Contract with VC3

<b>Finance</b>		
	1	Finance Director
	1	Accounting Operations Manager
	1	Revenue Collector
	1	Purchasing Agent
	1	Utility Billing Coordinator
	*2	Customer Service Representative
<b>Total positions</b>	<b>6</b>	<b>Full-Time Total ONLY</b>

<b>Planning</b>		
	1	Planning Director
<b>Total positions</b>	<b>1</b>	<b>Full-Time Total ONLY</b>

<b>Police</b>		
	1	Police Chief
	2	Police Lieutenant
	4	Police Sergeant
	2	Corporal
	12	Police Officer
	1	School Resource Officer
	1	Investigator
	1	Office Manager
	4	Police Reserve Positions
<b>Total positions</b>	<b>24</b>	<b>Full-Time Total Only</b>

<b>Public Works</b>		
	1	Public Works Director
	1	Public Works Superintendent
	4	Equipment Operator
	1	Senior Equipment Operator
	1	Electrician/Instrumentation Technician
	3	Utility/Pump Maintenance Mechanic (wa)
	2	Sr. Utility/Pump Maintenance (swr)
	1	Construction Inspector
	1	Sr. Equipment Operator (stwa)
	1	Equipment Operator (stwa)
	1	Part-Time Equipment Operator
<b>Total positions</b>	<b>17</b>	<b>Full-Time Totals ONLY</b>

<b>Fire Dept.</b>		
	1	Fire Chief
	1	Recruitment, Retention & Member Dev. Off.
	8	Engineer
	4	Firefighter
	1	Office Manager
	1*	Part-time Inspector
	1*	Part-time Engineer
	2	Paramedic
<b>Total positions</b>	<b>17</b>	<b>Full-Time Totals ONLY</b>

\*Fire engineer - one person covers FD 24/7 so PT position is covered by several PT employees.

\*Fire Inspector - PT position is covered by several PT employees.

<b>Recreation</b>		
	1	Parks and Recreation Director
	1	Recreation Program Supervisor
	1	Recreation Program Assistant
	1	Parks Maintenance Supervisor
	1	Park Maintenance Worker
	2	Part-time Site Supervisor
	1	Intern(s)
<b>Total positions</b>	<b>5</b>	<b>Full-Time Totals ONLY</b>

<b>Inspections/GIS</b>		
	1	Code Enforcement Officer/Bldg Inspector
	1	Part-time Building Inspector
	1	Building Inspector/GIS Technician
<b>Total positions</b>	<b>2</b>	<b>Full-Time Totals ONLY</b>

**NOTE: some of the PT positions listed meets the Town definition of PT for insurance and benefits purposes.**

<b>Total Approved Full-Time Positions</b>	<b>87</b>	
<b>Total Funded Full-Time Positions</b>	<b>87</b>	For FY 2022-2023

**Town of Winterville**  
**Debt Service Payment Schedule for Next 10 Years**  
**2022-2023**

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2029-2031	2029-2032
<b>General</b>										
Winterville Recreation Park	\$ 106,567	\$ 104,089	\$ 101,610							
Emergency Services Facility / Refi W/ BB&T	\$ 149,200	\$ 149,200	\$ 149,200	\$ 149,200	\$ 149,200	149,200	149,200			
BB&T Land Payment	\$ 12,997	\$ 12,465	\$ 11,932							
E-One Ladder Truck	\$ 95,074	\$ 92,734	\$ 90,407	\$ 88,054						
E-One Fire Truck	\$ 108,238	\$ 105,436								
Rec Playground Equipment - Fund Balance	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	40,000	40,000	40,000		
BB&T Nissan Pathfinder	\$ 8,942	\$ 8,942								
BB&T BS&A Software	\$ 70,395	\$ 70,395	\$ 70,395	\$ 70,395	\$ 70,395	70,395				
BB&T Public Works Equipment	\$ 94,117	\$ 94,117	\$ 94,117	\$ 94,117	\$ 94,117	94,117				
	<b>\$ 685,530</b>	<b>\$ 677,378</b>	<b>\$ 557,661</b>	<b>\$ 441,766</b>	<b>\$ 353,712</b>	<b>\$ 353,712</b>	<b>\$ 189,200</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>

Recreation Vehicles										
<b>Electric</b>										
Phase II of CIP - BBT	\$ 98,112	\$ 98,112	\$ 98,112							
Electric Line Truck	\$ 54,086									
	<b>\$ 152,198</b>	<b>\$ 98,112</b>	<b>\$ 98,112</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Sewer</b>										
BBT - Pumpstations	\$ 32,689	\$ 32,689	\$ 32,689	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506
Sanitary Sewer Bonds / Refi W/ BB&T	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506	\$ 137,775	135,868	133,960	132,053	128,239	126,332
Regional Lifestation - SRL	\$ 145,403	\$ 143,496	\$ 141,589	\$ 139,682	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151
2019 Capital Improvements Project	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151	\$ 161,151
Ellis's Ridge Cost Share	\$ 18,600	\$ 18,600	\$ 18,600	\$ 18,600						
	<b>\$ 432,350</b>	<b>\$ 430,443</b>	<b>\$ 428,535</b>	<b>\$ 393,939</b>	<b>\$ 373,432</b>	<b>\$ 371,525</b>	<b>\$ 369,617</b>	<b>\$ 367,710</b>	<b>\$ 363,896</b>	<b>\$ 361,989</b>

<b>Water</b>										
BBT - Worthington Rd Interconnect	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632
Water Tower Rehab - DWRL	\$ 30,352	\$ 29,979	\$ 29,606	\$ 29,232	\$ 28,859	28,486	28,113	27,740	27,367	26,994
	<b>\$ 184,984</b>	<b>\$ 184,611</b>	<b>\$ 184,238</b>	<b>\$ 183,865</b>	<b>\$ 183,492</b>	<b>\$ 183,118</b>	<b>\$ 182,745</b>	<b>\$ 182,372</b>	<b>\$ 181,999</b>	<b>\$ 26,994</b>

Annual Debt Service Payments	2020-2022	2023-2024	2024-2025	2024-2026	2024-2026	2026-2027	2026-2027	2026-2027	2026-2028	2026-2029
	\$1,455,062	\$1,390,543	\$1,268,547	\$1,019,570	\$910,635	908,355	741,563	590,083	545,895	388,983



**Town of Winterville  
Annualized Revenue Yields  
2022-2023 Budget Estimates**

<b>General Fund</b>		<b>Type of Increase</b>
Property Tax	\$ 87,229.00	1 cent

<b>Electric</b>		
Sales	\$ 66,639.00	1%

<b>Water</b>		
Sales	\$ 15,510.00	1%

<b>Sewer</b>		
Sales	\$ 25,023.00	1%

<b>Solid Waste</b>		
Sales	\$ 50,280.00	\$1.00 per cust.

<b>Stormwater</b>		
Sales	\$ 56,237.00	\$1.00 per ERU

**Town of Winterville  
Fund Balances and Retained Earnings  
July 1, 2021**

<b>Funds</b>	<b>Balance As of 06-30-2021</b>	<b>Funds Appropriated for the 2021-2022 Budget</b>	<b>Amount Available for Appropriation</b>
<b>General</b>			
Inventories	\$ 11,331.00		\$ 11,331.00
Restricted	\$1,491,884.00		\$ 1,491,884.00
Committed	\$ 99,305.00		\$ 99,305.00
Assigned	\$ 130,021.00		\$ 130,021.00
Unassigned	\$9,379,125.00	\$1,643,368.00	\$ 7,735,757.00
<b>Electric</b>	\$6,066,001.00	\$ 1,908,222.00	\$ 4,157,779.00
<b>Water</b>	\$1,501,786.00	\$ 121,799.00	\$ 1,379,987.00
<b>Sewer</b>	\$ 312,901.00	\$ 166,504.00	\$ 146,397.00
<b>Stormwater</b>	\$ 824,575.00	\$ 16,534.00	\$ 808,041.00
			\$ 15,960,502.00

**General Fund Estimate**

<b>Total - Unassigned</b>	<b>\$ 7,735,757.00</b>

Trend of Fund Balance in relation to appropriations for the last five Fiscal Years.

<b>Est. Percentage of Unassigned Fund Balance Appropriation 6-30-2022</b>	<b>67%</b>
---	------------

Percentage of Fund Balance Appropriation 6-30-2016	58%
Percentage of Fund Balance Appropriation 6-30-2017	64%
Percentage of Fund Balance Appropriation 6-30-2018	62%
Percentage of Fund Balance Appropriation 6-30-2019	45%
Percentage of Fund Balance Appropriation 6-30-2020	82%
Percentage of Fund Balance Appropriation 6-30-2021	78%

Group Average	48.56%
---------------	--------

**Utility and Property Tax Cost Comparisons  
For Pitt County Municipalities  
2021-2022**

Monthly Utility Costs	Ayden		Greenville Utilities Commission		Farmville		Winterville	
Water	\$ 39.25	\$ 31.85	\$ 49.60	\$ 29.02	\$ 49.60	\$ 29.02	\$ 49.60	\$ 29.02
Sewer	\$ 66.51	\$ 41.20	\$ 58.45	\$ 51.47	\$ 58.45	\$ 51.47	\$ 58.45	\$ 51.47
Sanitation	\$ 13.85	\$ 16.00	\$ 20.78	\$ 11.50	\$ 20.78	\$ 11.50	\$ 20.78	\$ 11.50
Electricity	\$ 183.28	\$ 162.21	\$ 191.85	\$ 180.08	\$ 191.85	\$ 180.08	\$ 191.85	\$ 180.08
Stormwater	\$ 3.50	\$ 6.35	\$ -	\$ 4.00	\$ 3.50	\$ 4.00	\$ 3.50	\$ 4.00
<b>TOTAL</b>	\$ 306.39	\$ 257.61	\$ 320.68	\$ 276.07	\$ 320.68	\$ 276.07	\$ 320.68	\$ 276.07

Annual Property Taxes	Ayden		City of Greenville		Farmville		Winterville	
County Tax	\$ 1,026.15	\$ 1,026.15	\$ 1,026.15	\$ 1,026.15	\$ 1,026.15	\$ 1,026.15	\$ 1,026.15	\$ 1,026.15
City Tax	\$ 810.00	\$ 734.25	\$ 735.00	\$ 712.50	\$ 735.00	\$ 712.50	\$ 735.00	\$ 712.50
EMS Tax	\$ 89.25	\$ -	\$ 89.25	\$ 89.25	\$ 89.25	\$ 89.25	\$ 89.25	\$ 89.25
<b>TOTAL</b>	\$ 1,925.40	\$ 1,760.40	\$ 1,850.40	\$ 1,827.90	\$ 1,850.40	\$ 1,827.90	\$ 1,850.40	\$ 1,827.90

Property Tax Rate per \$100	EMS Tax		County Tax	
Ayden	\$ 0.540	\$ 0.0595	\$ 0.6841	\$ 0.6841
Greenville	\$ 0.490	N/A	\$ 0.6841	\$ 0.6841
Farmville	\$ 0.490	\$ 0.0595	\$ 0.6841	\$ 0.6841
Winterville	\$ 0.475	\$ 0.0595	\$ 0.6841	\$ 0.6841

\* All rates for other municipalities are based on current rates at the time of publishing

# 2022-2023 NON-TOWN AGENCY FUNDING APPROVALS



There were (9) Non-Town Agency Applications and (1) other application submitted for Fiscal Year 2021-2022. There were (7) Non-Town Agency approved allocations totaling \$90,000 and the Sheppard Memorial Library allocation totaled \$168,400. Attached is a summary of the funds approved, applications, and comprehensive reports.

TOWN OF WINTERVILLE

2571 RAILROAD STREET

May 24, 2022

# FY 2022-2023 NON-TOWN AGENCY FUNDING APPROVALS

Agency	Amount Approved	Other Amount	Status
Boys & Girls Club	\$5,000.00		APPROVED
Pitt County Council on Aging	\$6,500.00		APPROVED
Pitt County Girls Softball League	\$5,000.00		APPROVED
Rebuilding Together Pitt County, NC	\$0		
Winterville Chamber of Commerce	\$20,000.00 \$1,000.00+**	<i>In-Kind</i>	APPROVED
Winterville Historical & Arts Society: DEPOT	\$6,500.00**	<i>In-Kind</i>	APPROVED
Winterville Historical & Arts Society: MUSEUM	\$5,250.00**	<i>In-Kind</i>	APPROVED
Winterville Senior Citizens Club	\$3,500.00		APPROVED
Winterville Watermelon Festival	\$50,000.00		APPROVED
Young Scholars and Leaders Institute	\$0		
<b>TOTAL</b>	<b>\$90,000</b>		
Sheppard Memorial Library Request	<b>\$168,400.00</b>		APPROVED
<b>**not cash request/services only total</b>	<b>\$12,750.00+</b>		

**NOTES:**

At the May 24, 2022 Budget Work Session #1, Town Council voted to approve the Non-Town Agency Funding amounts listed above.

# FY 2022-2023 NON-TOWN AGENCY FUNDING APPROVALS

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3/29/2022  
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**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Boys & Girls Clubs of the Coastal Plain
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.  
  
56-0927694
3. Mailing Address: 621 W. Fire Tower Road, Winterville NC 28590
4. Street Address: 621 W. Fire Tower Road, Winterville, NC 28590
5. Primary Contact Person:  
Dre Nix
6. Primary Contact Email Address:  
dnix@bgccp.com
- Secondary Contact Person:  
Kimberly Reaves
- Secondary Contact Email Address:  
kreaves@bgccp.com
7. Primary Contact Phone:  
(844) 440-2717 ext. 231
8. Primary Contact Cellular Phone:  
(240) 581-3643
- Secondary Contact Phone:  
(844) 440-2717 ext. 214
- Secondary Contact Cellular Phone:  
(404) 275-2211
9. Date of Application: 3/10/2022
10. Fax: (252) 361-6281

11. Board of Directors, if any, including names, positions held and contact information:

Please see attached Board of Directors Roster

12. Amount of Town funds requested: \$10,000

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

Boys & Girls Clubs of the Coastal Plain has received \$5,000 for 2019, \$0 for 2020, and \$5,000 for 2021.

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

Boys & Girls Clubs of the Coastal Plain (BGCCP) welcomes and appreciates a long-term relationship with the Town of Winterville that would result in annual support for the Jack Minges Unit located in Winterville.

15. Briefly describe how you will use the grant funds:

Boys & Girls Clubs of the Coastal Plain (BGCCP) is requesting funds to support the repairs to the Teen Center due to a bursted pipe and outdated carpet; upfit to the gamesroom with modern equipment; and upgrade the cafeteria to better handle the flow of serving meals to Club members, and to allow for participation in programs, family meals, and fundraisers. The improvements in all these areas of the Club would benefit the members tremendously by opening up more opportunities. For example, the cafeteria needs a new stove to allow for baking, so members can explore recipes and make healthy snacks. A working stove will ensure that the programs that call for cooking and baking, such as cooking classes, Healthy Habits and STEM, can be maximized for the benefit of Club members. In the gamesroom, a new foosball table and a refresh on the pool table would allow for social recreation among more Club members. The Teen Center needs new carpeting to replace the old, worn carpet in the main section where teens gather. The torn carpet has become a safety hazard.

16. How will you measure the effect of this grant funding on clients, services and/or the community?

Updated and repaired sections of the Club are vital to the success of programming to our young members and teens. When sections of the Club are closed due to disrepair, it hinders the optimal experience of our members. For instance, our Healthy Habits program calls for our members to bake a healthy snack for themselves, then try a recipe for their companion, dog and cat treats. With no working oven, members are not able to participate in this module of the program. Likewise, when there is not enough gamesroom equipment, or the equipment is in need of repair, members cannot fully participate in social recreation like foosball tournaments, Math is Cool pool tournaments, etc. Carpet in the Teen Center would correct a safety concern, as well as make the area more



inviting for teens. Greg Titus, Vice President of Facilities and Maintenance, will be responsible for the oversight of these projects.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

The Jack Minges Unit anticipates serving over 650 members in the upcoming year, and each member would benefit from the improvements made possible through these funds.

18. How many of the clients/citizens served are residents of the Town of Winterville?

194 (30%) of the Jack Minges Club members reside in Winterville and require transportation from schools to the Club or for Club related trips and activities.

19. What will be the impact on your agency, clients, or services if these program funds are not received?

Club leaders and Board of Directors continue to seek funding in the community through grants, special events, and individual and corporate donors. In the event that partial or no funding is awarded, it is possible that the organization would have to provide less support for this new initiative.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

Yes.

21. Mission Statement and General Agency Overview:

The mission of Boys & Girls Clubs of the Coastal Plain is to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. Boys & Girls Clubs of the Coastal Plain is part of a nationwide Movement of community-based, autonomous organizations and Boys & Girls Clubs of America, working to help youth, ages 6-18, of all backgrounds develop the qualities needed to become responsible citizens and leaders. It offers daily access to a broad range of programs in five core program areas, including Character and Leadership Development; Education and Career Development; Health and Life Skills; the Arts; and Sports, Fitness and Recreation, as well as several specialized initiatives. All programs are designed to drive positive outcomes for youth and reinforce necessary life skills. The organization has been in existence since 1969, and currently has five Units in Pitt County. The flagship Club, the Jack Minges Unit, is located in Winterville. The Jack Minges Unit served 594 members in 2019, and strives to have every member who walks through the door graduate high school with a plan for the future, adopt a healthy diet, practice healthy life choices, make a lifelong commitment to fitness, and be an engaged citizen, involved in the community, register to vote, and model strong character.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

East Carolina University is a critical partner in providing tutors and volunteers. Tutoring programs work to ensure that students are performing at or above grade level, are being promoted to the next grade on-time, and graduate from high school. A partnership with Pitt County Schools allows us to share and collect data on members' progress toward academic goals. Winterville Charter Academy offers opportunities for their students and Club members to play each other in basketball games and is going to be approached about providing academic information to the Club regarding members' progress toward academic goals. The collaboration with A Time For Science focuses on environmental education. Members are involved in programs to expose them to environmental concepts through a day camp setting. Camps include fishing, kayaking, hiking, fitness activities, and observations/experiments incorporating learning about the solar system/star structures. The goal is to spark an interest in science concepts and future careers in the variety of science disciplines. U.S. Cellular partners with the Minges Unit throughout the year for various events, including Black History Month Drawing Contest, Science Fair Expos, and Earth Day projects. Greenville Civic Ballet offers Power of Dance (6-week) program every spring to members ages 6-12. They are broken into small groups with current Greenville Civic Ballet dance students where they learn proper hip-hop, jazz, and musical theater dance techniques, and develop a

dance routine to perform at the conclusion of the program. We host a dance recital for parents and Club members and recognize each dancer, as well as award four scholarships. Kids who receive begin in mid-August and complete the 9-month program in May. Daughters of Worth exists to educate, equip, and empower girls of all ages to become strong women of influence in their communities. Thirty female Club members meet weekly for self-appreciation and positive affirmation activities, as well as service to the community by writing Notes of Hope to girls throughout Pitt County Schools. ECU School of Dental Medicine hosts annual free dental screenings for all members, as well as oral health activities. Additional groups that provide volunteers include Zeta Phi Beta, ECU Center for Leadership and Civic Engagement, Old Navy, ECU Honors College/EC Scholars, PCS, Pitt Pirates Robotics, Junior League of Greenville, Girl Scouts, Trillium, Pitt County Health Department, and Kiwanis.

**BUDGET DETAILS:**

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	5000	5000	10000
Supplies		10000	10000
Services		5000	5000
Capital Outlay			
<b>TOTAL</b>		20000	25000
# of positions (FTE)			

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue		\$7,500 Vidant Health	Projected: Vidant \$7,500
		\$7,500 Pitt Co. United Way	Projected: Pitt Co. United Way \$7,500
Town Funds	5000	5000	10000

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Kirk Dominick , Executive Director/President of (NAME OF AGENCY/ ORGANIZATION) do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

Click or tap here to enter text.

**Signature of President/Executive Director of Agency/Organization**

Date: 3/25/2022 date.

## Corporate Board 2022-23

<b>Name</b>	<b>ROLE</b>	<b>BUSINESS</b>	<b>CITY</b>	<b>TERM END</b>
Anderson, Paul	Treasurer/Finance Chair	Southern Bank	Greenville	2022
Arnold, Katrina	Member	Pitt Community College	Greenville	2022
Barnhill, Jr., Kelly	RD Committee Chair	Hendrix-Barnhill Co.	Greenville	2023
Berry, John	Member	Berry Building Group	Winterville	2022
Camnitz, Jill	Past Chair, Member	Community Leader	Greenville	2022
Carraway, Shirley	Member	Retired Educator	Winterville	2023
Chused, Debbie	Member	Community Leader	Kinston	2022
Colombo, Mike	Member	Colombo-Kitchin Attorneys	Greenville	2023
Duck, Taylor	Member	Merck Pharmaceuticals	Greenville	2022
Gay, Mitch	RD Committee Chair	BB&T	Morehead City	2022
Leary, Alan	Secretary	Remax	Morehead City	2023
Lewis, Scott	Member	Select Bank & Trust	Morehead City	2023
Lilley, Roy	Member	Lilley & Johnson, PA	Williamston	2022
Miller, Patrick	Member	Greene County Schools	Snow Hill	2023
Mills, Dustin	Member	Taft-Mills Group	Greenville	2023
Moye, Andy	Operations Chair	Greene Gin & Cotton Co.	Snow Hill	2023
Parker, Regina	Member	Chief Justice, 2nd Circuit	Williamston	2023
Pate, Tim	Member	Oceanus Capital	Trent Woods	2023
Pecheles, Suzanne	Member	Community Leader	Greenville	2022
Satterwhite, Bynum	Immediate Past Chairperson	Raymond James and Associates	Farmville	2023
Smith, Michael	Chairperson	CarolinaEast Medical Center	New Bern	2023
Stephenson, Steve	Member	Ward and Smith, P.A.	Greenville	2023
Taylor, Garrett	Member	Uplift Comprehensive	Greenville	2022
Ulmer, Ray	Member	Hyster-Yale Group	Greenville	2022
Whichard, Jordy	Member	Whichard Family Foundation	Greenville	2022
Willis, Karen	Member	Willis Insurance Agency	Beaufort	2022

**AGENCY NAME: BOYS & GIRLS CLUBS OF THE COASTAL PLAIN  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
\$5,000 was received from Town of Winterville, and was expended on the remodel of the front desk area of the Minges Unit to allow for secure entry into the Club. Visitors and guests must now be screened by the front desk clerk, and then buzzed into the building. This has provided an extra layer of security for entrance into the Club. Total revenue for the front desk area renovation was \$20,000, and \$31,212 was the final costs.
- How did the Agency/Organization accomplish its stated goals for the reporting period?  
Boys & Girls Clubs of the Coastal Plain reached its goals by remodeling the front desk area of the Minges Unit to incorporate a “buzz in” system into the Club, allowing for extra security, and monitoring and vetting of visitors in the Club.
- What goals/programs were unmet during the reporting period?  
No goals were unmet for the 2021-22 fiscal year. Like many organizations, BGCCP continues to observe best practices in dealing with Covid restrictions. We continue to operate 17 Clubs in seven counties and offer programming in the areas of Academic Success, Healthy Lifestyles, and Good Character & Citizenship. We are currently serving over 2,900 youth, and are increasing our membership on a steady basis.
- How were Winterville residents served by the Agency/Organization?  
Boys & Girls Club members, who are residents of Winterville, gained access to Boys & Girls Clubs programming to improve academic success, good character & citizenship, and healthy lifestyles. While at the Club, members were able to participate in the Power Hour program, which focuses on tutoring and homework help. Through the participation and additional assistance provided in this program, 85% of members obtained a C average or higher in core subjects on

their report cards. Members also engaged in 640 hours of Club and community service. Additionally, through participating in physical activities at the Club, 65% of members reported that they engaged in exercise at least 3 days a week or more.

- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS | 538

TOTAL TOWN OF WINTERVILLE RESIDENTS | 210

- Any other pertinent information deemed appropriate.

The lasting and unexpected circumstances caused by Covid has greatly impacted our operational structure. BGCCP has Covid policies and protocols in place to ensure the maximum safety measures are taken before members enter into our buildings, while members attend daily, and after members leave for the day. The impact of operations during the Covid crisis caused BGCCP to adapt to new Covid-related fiscal and service restraints. We have had to re-configure fundraising opportunities, and are working to overcome staff shortages by filling vacant positions with local candidates, all while keeping a firm grasp on expenditures.





**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Pitt CXounty Council on Aging
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.  
52-1042008
3. Mailing Address: 4551 County Home Road, Greenville NC 27858
4. Street Address: 4551 County Home Road, Greenville NC 27858
5. Primary Contact Person:  
Rich Zeck  
Secondary Contact Person:  
Teri Guillemette
6. Primary Contact Email Address:  
rzeck@pittcoa.com  
Secondary Contact Email Address:  
tguillemette@pittcoa.com
7. Primary Contact Phone:  
752-1717 x203  
Secondary Contact Phone:  
752-1717 x207
8. Primary Contact Cellular Phone:  
Click or tap here to enter text.  
Secondary Contact Cellular Phone:  
Click or tap here to enter text.
9. Date of Application: 3/25/2022
10. Fax: Click or tap here to enter text.

11. Board of Directors, if any, including names, positions held and contact information:

Attached

12. Amount of Town funds requested: \$6500

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

\$4680 each year

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

This is not a one-time request as senior hunger is an ongoing issue for the homebound, isolated and vulnerable seniors who are unable to adequately care for themselves.

15. Briefly describe how you will use the grant funds:

The requested funds of \$6,500.00 will support four (4) Winterville residents from the Meals on Wheels current waiting list of 10 residents. The cost of a home-delivered meal is \$6.25 each for five (5) days a week which amounts to \$1,625.00 person per year

16. How will you measure the effect of this grant funding on clients, services and/or the community?

We will measure the effect of the grant by the number of individuals who will be removed from the waiting list to receive a home delivered meal.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

4

18. How many of the clients/citizens served are residents of the Town of Winterville?

4

19. What will be the impact on your agency, clients, or services if these program funds are not received?

Winterville residents currently on the Meals on Wheels waiting list will remain there until other funding is secured. For many seniors in our community, this program is a lifeline providing the only meal they receive daily, social interaction with the volunteer, and a safety check. The fact remains that there are hungry older adults in Winterville and without this funding, sadly they will remain in their current situation.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

Agree

21. Mission Statement and General Agency Overview:

The mission of the Pitt County Council on Aging is to enhance the quality of life for adults by providing access to a wide range of services, programs, and resources that promote healthy living and independence.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

The Council on Aging coordinates and partners with a wide variety of health and human service providers, including town and county departments to meet the needs of older adults in Pitt County. As the Meals on Wheels provider for all of Pitt County, it is a high priority to reduce food insecurities and simply feed those who are hungry.

**BUDGET DETAILS:**

<b>23. Expenditure Details:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Personnel Services			
Supplies	4680	4680	6500
Services			
Capital Outlay			
<b>TOTAL</b>	4680	4680	6500
# of positions (FTE)			

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<b>24. Revenue Source:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Non-Town Revenue			
Town Funds	4680	4680	6500

## NON-TOWN AGENCY INSTRUCTIONS GRANT APPLICATION

1. Name of agency as reflected on official documentation.
2. The Tax ID # and bank account information are required if grant is awarded. Please be prepared to provide this information if a grant is awarded: tax-exempt documentation (if applicable), banking information, and any pertinent budgetary documents. Your grant will not be made if the requested information is not provided.
3. Mailing address within Pitt County (or other location where official correspondence should be addressed).
4. Street address of the agency.
5. Self-explanatory.
6. Self-explanatory.
7. Local phone number during 8:00 a.m. to 5:00 p.m.
8. Mobile phone number including area code.
9. Date application is being submitted to the Town of Winterville.
10. Self-explanatory.
11. An agency Governing Board is desired. All pertinent information must be included in the application to receive consideration.
12. The amount of money you are requesting for a specific purpose described in the application. *Note: The distribution of grant funds will be processed on an annual basis by the Town after approval of the Town Council. A letter requested the disbursement of grant funds must be submitted to the Town Manager's office once the annual budget has been adopted and the new fiscal year has begun (July 1).*
13. Self-explanatory.
14. Funding new agencies will be used for start-up purposes only. Subsequent requests for funding must be clearly justified through the application process.
15. Self-explanatory.
16. Describe objectives or other measurable ways to verify the effectiveness of your program should grant funding be approved.
17. Number of people benefiting from the use of these funds during the period July 1<sup>st</sup> through June 30<sup>th</sup>.
  
18. Self-explanatory.
19. Self-explanatory.
20. In a paragraph or less, please share your Agency Mission Statement. Also, please give a brief overview of your agency (types of services provided, your target population, history, etc.).
21. Self-explanatory. As a general rule, funding will only be considered for nonprofit agencies within Pitt County.
22. If this agency has received funds from the Town of Winterville in the past two years please complete the expenditure and revenue history as well as the expenditure and revenue information requested for the new year.
  - Personnel Services** - Amount expended, budgeted, and/or requested for salaries and fringe benefits.
  - Supplies** - Amount for printing (office supplies, books, publications, medical supplies, drugs, small equipment items, less than \$500, and wearing apparel).
  - Services** - Amount for professional services (consultants), medical services (MD's), travel, training, rent, etc.
  - Capital Outlay** - Amount for tangible items costing \$500 or more.
  - Other** - Amount for patient transportation, other client related costs.
23. List other sources of revenue that have been requested to support the program. NOTE: Please identify all grant applications and state their dollar amounts.

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, [Click or tap here to enter text.](#) , Executive Director/President of (NAME OF AGENCY/ ORGANIZATION) do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

Rich Zeck

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**Signature of President/Executive Director of Agency/Organization**

**Date: 3/25/2022**

**Board of Directors  
Pitt County Council on Aging  
January 2022**

**Bill Newill- Chair**

**Term ends 12/31/2022 \***

Retired  
214 Nichols Drive  
Greenville, NC 27858  
856-495-9425  
[wnewill@hotmail.com](mailto:wnewill@hotmail.com)

**Ray Franks- Treasurer**

**Term ends 12/31/2023 \***

Retired  
2301 Fieldstone Place  
Greenville, NC 27858  
252-686-1952  
[Rayfranks52@yahoo.com](mailto:Rayfranks52@yahoo.com)

**Tonya Leggett**

**Term ends 12/31/2022 \***

PCC  
442 Eastpoint Drive  
Greenville, NC 27858  
252-916-8444  
[tleggett@email.pittec.edu](mailto:tleggett@email.pittec.edu)

**Al Muller**

**Term ends 12/31/2024**

Retired  
212 Bristol Ct.  
Greenville, NC 27834  
252-916-5667  
[Axm6737@gmail.com](mailto:Axm6737@gmail.com)

**Sharon Schlichting**

**Term end 12/31/2024 \***

Retired  
68 Barnes Street  
Greenville, NC 27858  
252-355-7278  
[Sharon7724@embarqmail.com](mailto:Sharon7724@embarqmail.com)

**Joseph Chrobak**

**Term ends 12/31/2022 \*\***

Edward Jones  
588 Cedar Ridge Drive  
Winterville, NC 28590  
252-375-0588  
[joechrobak@suddenlink.net](mailto:joechrobak@suddenlink.net)

**Alice Keene- Vice Chair**

**Term ends 12/31/2023 \***

Pitt County Parks & Rec.  
1872 Century Drive  
Greenville, NC 27834  
252-375-5028  
[alice.keene@pittcountync.gov](mailto:alice.keene@pittcountync.gov)

**Sue Tidd- Secretary**

**Term ends 12/31/2022 \***

United Way  
124 Rockland Drive  
Greenville, NC 27858  
207-877-4431  
[Stidd65@gmail.com](mailto:Stidd65@gmail.com)

**Christopher Woods**

**Term ends 12/31/2024**

NC DHHS- Independent Living  
304 Quinn Court  
Winterville, NC 28590  
252-327-3617  
[Woodsc2000@yahoo.com](mailto:Woodsc2000@yahoo.com)

**Nichole Brown**

**Terms ends 12/31/2023 \***

Ayden Housing Authority  
4316 Liberty Street  
Ayden, NC 28513  
252-258-6424  
[Nicholeb017@gmail.com](mailto:Nicholeb017@gmail.com)

**Lydia Best**

**Term ends 12/31/2022 \***

Retired  
1802 Plantation Circle  
Greenville, NC 27858  
252-714-7454  
[Diabest7@yahoo.com](mailto:Diabest7@yahoo.com)

**Lee Adams**

**Term ends 12/31/2023 \***

Retired- Educator  
4102 Hardwick Ct.  
Greenville, NC 27834  
252-756-5787  
[Leeadams85@suddenlink.net](mailto:Leeadams85@suddenlink.net)

**Michael Aichinger**  
**Term ends 12/31/2024 \***  
Retired  
329 Oxford Road  
Greenville, NC 27858  
252-756-4736  
[michael\\_a\\_2758@yahoo.com](mailto:michael_a_2758@yahoo.com)

**Tammy Matis**  
**Term ends 12/31/2024 \***  
Retired  
4155 Grimmsburg Street  
Farmville, NC 27828  
252-258-4280  
[tammy.matis@gmail.com](mailto:tammy.matis@gmail.com)

**Sylvia Wheless**  
**Term ends 12/31/2024 \***  
Retired  
1747 Beaumont Circle  
Greenville, NC 27858  
252-756-0722  
[sjwheless@gmail.com](mailto:sjwheless@gmail.com)

**Tammy Elliott**  
**Term ends 12/31/2023\***  
Retired  
2003 Pinecrest Drive  
Greenville, NC 27858  
252-412-4278  
[telliottsix@gmail.com](mailto:telliottsix@gmail.com)

**Rosie Grinder**  
**Term end 12/31/2023 \***  
Retired  
1014 Pine Drive  
Winterville, NC 28590  
252-355-6230  
[omarosier@suddenlink.net](mailto:omarosier@suddenlink.net)

**Mary Perkins-Williams**  
Pitt County Commissioner  
2197 Old River Road  
Greenville, NC 27834  
252-751-6686 (o) 367-7120 ©  
[Pittcountycommissioner.d2@gmail.com](mailto:Pittcountycommissioner.d2@gmail.com)

**MaryAnn Bratley**  
**Term ends 12/31/2024 \***  
Retired nurse  
899 Darrell Drive  
Greenville, NC 27834  
252-347-9359  
[collelo@suddenlink.net](mailto:collelo@suddenlink.net)

**Latoya Heath**  
**Term ends 12/31/2024 \***  
Social Work  
456 Britt Road  
Greenville, NC 27858  
252-814-8714  
[latoya.heath@pittcountync.gov](mailto:latoya.heath@pittcountync.gov)

**\*eligible for second term**  
**\*\*eligible for (2) two terms**  
**Updated January 26, 2022**



**AGENCY NAME: PITT COUNTY COUNCIL ON AGING  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
\$4580
- How did the Agency/Organization accomplish its stated goals for the reporting period?  
Our goal was to use the fund award for the purchase of home delivered meals for Winterville residents. We met our goal by serving three (3) extra individuals from the waiting list with the award.
- What goals/programs were unmet during the reporting period?  
None
- How were Winterville residents served by the Agency/Organization?  
Homebound, vulnerable Winterville residents received home delivered Meals on Wheels meals as well as a wide variety of aging related services i.e. Medicare counseling, incontinence supplies, nutritional and home safety assessments.
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS

TOTAL TOWN OF WINTERVILLE RESIDENTS

- Any other pertinent information deemed appropriate.

[Click or tap here to enter text.](#)



3-31-2022  
RECEIVED  
DAK 12:30 PM

**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.

1. Agency Name: Click or tap here to enter text.

PITT County Girls Softball  
League, INC (AKA PCGSL)

2. Tax ID #, Bank Account#, and Name/Address of Bank  
will be required if grant awarded.

Click or tap here to enter text.

(ID) 56-187153, (Bank Acct) 5217910597  
TRUST, CORNER Red BANKS AND Greenville  
BLVD, GREENVILLE, NC 27858

3. Mailing Address: Click or tap here to enter text.

P.O. Box 639  
Winterville, N.C. 28590

4. Street Address: Click or tap here to enter text.

4799 Reedy Branch Rd  
Winterville, NC 28590

5. Primary Contact Person: BO BATTIS

Click or tap here to enter text.

6. Primary Contact Email Address: bobobattis@qum1.com

Click or tap here to enter text.

Secondary Contact Person: CHRIS HOWARD

Click or tap here to enter text.

Secondary Contact Email Address: choward1779@sudden

Click or tap here to enter text.

LINK.NET

7. Primary Contact Phone: 252-714-5485

Click or tap here to enter text.

8. Primary Contact Cellular Phone: 252-714-5485

Click or tap here to enter text.

Secondary Contact Phone: 252-902-6969

Click or tap here to enter text.

Secondary Contact Cellular Phone: 252-902-6969

Click or tap here to enter text.

9. Date of Application: Click or tap to enter a date

3-30-22

10. Fax: Click or tap here to enter text. N/A

11. Board of Directors, if any, including names, positions held and contact information:

Click or tap here to enter text. *LIST ATTACHED (Labeled item 11)*

12. Amount of Town funds requested: Click or tap here to enter text. *\$ 110,000.00 OR MOST THAT THE TOWN CAN AWARD US TOWARDS THE ABOVE NOTED AMOUNT (WHICH REPRESENTS THE ENTIRE COST OF CONVERSION FROM OUR 25 YEAR OLD ENERGY ZAPPING LIGHTING SYSTEM TO A MODERN, LED SYSTEM WHICH WILL SAVE US UP TO 65% (MIN) IN ANNUAL COST OF PRESENT SYSTEM'S USAGE)*

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received? *yes, \$5,000.00 in 2021; \$5,000.00 in 2019*

Click or tap here to enter text.

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

Click or tap here to enter text. *NO. WE WILL CONTINUE TO ASK FOR LOWER AMOUNTS OF FUNDING FROM WINTERVILLE (FOR GENERAL OPERATING EXPENSES) AS THE TOWN OF " " IS THE ONLY GOVERNMENTAL AGENCY TO HAVE EVER GRANTED PLEBK ANY FUNDING.*

15. Briefly describe how you will use the grant funds:

Click or tap here to enter text. *TO PURCHASE AND INSTALL MORE ENERGY EFFICIENT AND BRIGHTER FIELD LIGHTS ON ALL 4 PLAYING FIELDS OUT @ SARA LAW MEMORIAL SOFTBALL COMPLEX LOCATED @ 4019 REEDY BRANCH RD, WINTERVILLE, NC 28570*

16. How will you measure the effect of this grant funding on clients, services and/or the community?

Click or tap here to enter text. *BY REDUCING OUR ELECTRICITY EXPENDITURES THROUGH CONVERSION TO LED LIGHTING FIXTURES THOSE COST SAVINGS CAN BE REDIRECTED TO IMPROVE OUR SOFTBALL PROGRAMS INTO OTHER AREAS LIKE IMPROVED SAFETY EQUIPMENT FOR THE PLAYERS USE.*

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

Click or tap here to enter text. *OVER 40000 INCLUDING VISITORS ATTENDING 25+ WEEKEND JEWEL BALL GAMES THAT PLEBK WILL BE HOSTING @ SARA A. LAW MEMORIAL SOFTBALL COMPLEX LOCATED ON REEDY BRANCH RD, WINTERVILLE. THESE PARENTS + PLAYERS WILL SPEND HUNDREDS OF THOUSANDS OF DOLLARS IN AND AROUND WINTERVILLE @ AREA RESTAURANTS, SHOPS, GAS STATIONS, JUST TO NAME A FEW PLACES.*

18. How many of the clients/citizens served are residents of the Town of Winterville?

Click or tap here to enter text. *1,000 plus: includes players, coaches, subblings, grand parents, additional family and local business personnel*

19. What will be the impact on your agency, clients, or services if these program funds are not received?

Click or tap here to enter text. *Higher utility bills from 25 year old lighting system (averaging close to \$20000 Annually) will tie up funds that could be spent elsewhere such as improved safety measures @ SAH Complex for both players & spectators. Keeping registration fees lower and beautification of our complex.*

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

Click or tap here to enter text. *FORM ATTACHED*

21. Mission Statement and General Agency Overview:

*ITEM 21*  
Click or tap here to enter text. *(ATTACHED) - PCBSL is a 29 year old, 501(c)3 Nonprofit organization Founded in 1993 to provide practice AND game playing opportunities and facilities for ANY Pitt Co. female <sup>women</sup> ages 4-16 who ARE Co. residents. We have provided playing opportunities to over 11,000 girls + teenagers.*

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

Click or tap here to enter text. *PCBSL has and continues to enjoy a tremendous relationship w/ Winterville's Parks + Rec Dept. We support + refer (participate) to each other's programs. We also work together re facilities usage, while either or both organization is hosting weekend travel ball softball + baseball tournaments. We are NOT competitors in the youth sports arena but rather PARTNERS!*

**BUDGET DETAILS:**

	2021 Prior Year	2022 Current Year	2023 New Year
23. <b>Expenditure Details:</b>			
Personnel Services	\$55,000	\$13,000 (through 3/30)	\$14,000 (estimated) (through 3/30/23)
Supplies	\$20,000	\$7,000 (through 3/30)	\$8,000 (est) (through 3/30/23)
Services	\$16,000	\$3,000 (through 3/30)	\$3,000 (est) (through 3/30/23)
Capital Outlay	\$22,000	\$40,000 (approximately)	\$110,000

**TOTAL**

# of positions (FTE)	2	2	2
----------------------	---	---	---

	2021 Prior Year	2022 Current Year	2023 New Year
24. <b>Revenue Source:</b>			
Non-Town Revenue	201,000	\$53,200 (through 3/30)	\$50,000 (est)
Town Funds	\$5,000	\$110,000 (requested)	\$20,000 (to be requested) eliminated

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Bo Batts <sup>PC 45L</sup> Executive Director/President of (NAME OF AGENCY/  
ORGANIZATION) do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

Bo Batts  
Click or tap here to enter text.

**Signature of President/Executive Director of Agency/Organization**

Date: 3/30/22 Click or tap to enter a date.



(ITEM 11)

2022-23  
PCQSL  
Board of Directors

NAME	Position	email	phone
Chris Howard	PRESIDENT	CHOWARD1779@suddenlink.net	902-6969
Emery Smith	Vice President	Emery.Smith@pcqsl.org	717-6355
Beth Anne Trueblood	SECRETARY	Beth.Trueblood@pcqsl.org	847-1561
Paula Rose	TREASURER	Petula.Rose@pcqsl.org	670-3120
Gentry Conrad	League Information Officer / Grounds	Gentry.Conrad@pcqsl.org	916-2218
Brad Medhus	Player Agent	Brad.Medhus@pcqsl.org	341-4993
Leslie Harslip	SAFETY OFFICER	leslie.Harslip@pcqsl.org	917-2504
Jeff Buck	MARKETING	jeff.buck@pcqsl.org	258-1486
Brandon Peebles	COACHES COORDINATOR / Grounds	Brandon.Peebles@pcqsl.org	258-3182
Anne Law	AT LARGE	Anne.Law@pcqsl.org	717-0753
Chris Harrison	" "	Chris.Harrison@pcqsl.org	414-8468
Mike Rowell	" "	Mike.Rowell@pcqsl.org	531-9151
James Johnson	" "	James.Johnson@pcqsl.org	227-8600
Todd Adams	" "	Todd.Adams@pcqsl.org	258-5803

(ITEM  
" "  
Page 2)

(2)

West Taylor At Large West.Taylor@pcqs.org 258-6741

Chris Roebuck " " Chris.Roebuck@pcqs.org 902-57714



"We Do More Than Light A Room"



Firetower Rd. • P.O. Box 2337  
Greenville, NC 27836-0337  
Phone: 252-321-5500

Date 2/8/22

(ITEM)  
12

PROJECT  
ESTIMATE

Sold By	Cash	C.O.D	Change	On Acct.	Mdse. Retd.	Paid Out
<u>CB</u>						

	Quantity	Description	Price	Amount
1	<u>88</u>	<u>750 Watt LED Spot Light</u>		<u>110,000.00</u>
2				
3		<u>lights &amp; Labor</u>		
4		<u>5000K</u>		
5		<u>105,000 lumens</u>		
6		<u>5 year Warranty</u>		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				

All Claims and returned goods MUST be accompanied by this bill.

Received by \_\_\_\_\_

PROJECT NAME	
ORDERING #	TYPE



## DETAILS

Ensure sporting event audiences in your stadium can see everything happening on the court or field with 105,000 lumens of bright light. Our LED Sports Light makes sure all your bases are covered. From indoor gymnasiums, to warehouses, to outdoor arenas of all types, these eco-friendly lights will provide flicker-free illumination for a lengthy lifespan.



## SPECIFICATIONS

Input Power	750W
Input Voltage	100-277VAC
Light Output	105,000 lumens
System Efficacy	140 lm/W
CCT	5000K
CRI	>70
Average Lamp Life	50,000 hours
Enclosure Rating	IP65
Beam Angle	40°
Recommended Installation Height	>50 feet
Working Environment	Outdoor
Dimensions	28.7" x 18.6" x 5.1"
Mounting	Bracket
Certification	DLC, UL
Warranty	5 years

(ITEM 20)

*PCGSB*  
**AGENCY NAME:** CLICK OR TAP HERE TO ENTER TEXT.  
**TOWN OF WINTERVILLE**  
**NON-TOWN AGENCY (NTA) FUNDING PROCESS**  
**INSTRUCTIONS FOR COMPLETING AND**  
**SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
Click or tap here to enter text. *ON included page 4*
- How did the Agency/Organization accomplish its stated goals for the reporting period?  
Click or tap here to enter text. *increased total # of enrollees  
Applied received funds towards electrical costs*
- What goals/programs were unmet during the reporting period?  
Click or tap here to enter text. *No goals/programs were unmet, PCBSh grow in #s and increased membership participation.*
- How were Winterville residents served by the Agency/Organization?  
Click or tap here to enter text. *By PCBSh providing @ virtually no cost to Wville Town a first class quality first pitch softball organization to play in Wville hall of Pitt Co.*
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS 40,000 *including all of Pitt Co + weekend visitors attend by Ymca (20A) @ Sma Low Memorial Softball Complex*

TOTAL TOWN OF WINTERVILLE RESIDENTS 1000+ *attending hundreds of practices and games*

- Any other pertinent information deemed appropriate.  
Click or tap here to enter text. *From 1993-2020, PCBSh was affiliated with Babe Ruth Softball International based in N.J. During that period, PCBSh brought 11 WORLD SERIES titles back to WINTERVILLE.  
As one of the TOP BRSB organizations in the USA we were proud to have Winterville know for and wide as the HOME of PCBSh!  
In 2021, we switched to little league Softball and hope to bring acclaim to Winterville for that as well.*



Item 21

## **Pitt County Girls Softball League, Inc.**

[www.pcgsl.org](http://www.pcgsl.org)

Fed Tax ID#: 56-1871535

**Pitt County Girls Softball League, Inc.**  
a non-profit corporation

### **MISSION STATEMENT**

Pitt County Girls Softball League, Inc. (PCGSL) is a non-profit charitable corporation organized to provide, promote and foster various organized softball programs for female youth of Pitt County, North Carolina in particular, and for all females in general. An open door policy for participation by all age-eligible female youth is the adopted standard that has been in-place since inception. We believe participation provides a healthy alternative activity for our youth. And that experiences gained from participation allows for our youth to grow into healthier adults, as well as to learn the concept of an individual's role in a team-building environment which will assist them grow into happier adults with higher self-esteem.

PO Box 639 • Winterville, NC 28590  
(252) 756-2500 • Fax (252) 756-2505



12-31-2022  
RECEIVED  
DAH 11:50 AM

*A Safe & Healthy Home for Everyone*

**Executive Committee**

March 31, 2022

Natalie Edwards  
**President**

Britany Nowell  
**Secretary**

Holly Winkler  
**Treasurer**

**Board Members**

Elaine Anderson  
Roger Daniels

Mr. Don Harvey  
Town Clerk  
Town of Winterville  
2571 Railroad Street  
Winterville, NC 28590

Dear Mr. Harvey,

My name is Tracy Chavez and I am the new Executive Director of Rebuilding Together Pitt County. RTPC and the Town of Winterville have been partners for several years and we look forward to many more years of service together.

Enclosed is our FY22-23 grant application along with three attachments. Rebuilding Together scaled back their projects during the pandemic but with restrictions easing, we are eager to complete more projects for our neighbors.

Please let me know if you have any questions or require additional information. I look forward to working together.

Sincerely,

A handwritten signature in black ink that reads "Tracy Chavez".

Tracy Chavez  
Executive Director



**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Rebuilding Together Pitt County Inc.      2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.

Tax ID #: 26-0757622  
Bank account: 53216605  
PNC 611 E. Arlington Boulevard  
Greenville, NC 27858

3. Mailing Address: PO Box 31006 Greenville NC 27833

4. Street Address: 101 West 14th Street, Greenville, NC 27834 WE DO NOT ACCEPT MAIL AT THIS ADDRESS

5. Primary Contact Person:  
Tracy Chavez

Secondary Contact Person:  
Natalie Edwards

6. Primary Contact Email Address:  
Executivedirector.rtpc@gmail.com

Secondary Contact Email Address:  
Nredwards96@gmail.com

7. Primary Contact Phone:  
252-814-0600

Secondary Contact Phone:  
910-890-0665

8. Primary Contact Cellular Phone:  
252-814-0600

Secondary Contact Cellular Phone:  
910-890-0665

9. Date of Application: 3/7/2022

10. Fax: NA

11. Board of Directors, if any, including names, positions held and contact information:

Attached

12. Amount of Town funds requested: \$15,000

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

Yes. 2019: \$10,000; 2020: \$10,000; 2021: \$10,000

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

Funds will be requested annually provided RTPC continues to partner and provide services through the Urgent Repair Program.

15. Briefly describe how you will use the grant funds:

Funds will be used to repair homes, revitalize communities and rebuild lives. The word "home" should mean safety, happiness and belonging. For some of our neighbors, it instead means uncertainty, isolation and hopelessness. Rising housing costs are driving our neighbors out of the community where they have lived for generations. Rapidly aging housing stock is ill-equipped to accommodate the needs of an aging population. Many of our service recipients are frequently forced to choose between paying for necessities like prescription medication or food and critical home repairs like patching a roof or repairing plumbing. The funds received from this grant will be used to help alleviate those health and safety concerns so our neighbors can thrive in their home.

16. How will you measure the effect of this grant funding on clients, services and/or the community?

Rebuilding Together Pitt County takes a strategic approach to prioritizing home repairs and modifications. Safe and Healthy Housing is the foundation of Rebuilding Together's home repair work, targeting significant safety and health hazards based on the U.S. Department of Housing and Urban Development's Eight Principles of Healthy Homes— keep it dry, clean, pest-free, safe, contaminant-free, well-ventilated, maintained, and thermally controlled. RTPC's 25 Safe and Healthy Housing Priorities (attached) are a checklist tool to ensure that every home repair project meets these standards.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

RTPC provides services for homeowners that reside in Pitt County, North Carolina which has a population of over 172,000 according to a 2021 US Census. Low-income homeowners in Ayden, Bethel, Falkland, Farmville, Fountain, Greenville, Grifton, Grimesland, Simpson, Stokes and Winterville are all eligible to receive home repairs and maintenance as thousands of our Pitt County residents are deemed "shelter poor", rendering homeowners unable to afford basic necessities after paying housing costs. Children represent almost 40% of these individuals living in substandard housing and who lack resources. Additionally, 1 in 6 residences are considered in poverty, amplified by rising unemployment, foreclosures and declining median household income rates. More and more families are placed in the position of choosing between vital necessities, including utilities, food, medical care, and medicine, over essential home repairs and modifications. Homeowners in need are those who RTPC helps. For fiscal year 2022-2023, RTPC plans to assist more than 30 unduplicated homeowners throughout Pitt County. However, this number does not include the total number of residents, if any, also residing in the home such as older adults, family members with health challenges, spouses and children. It also does not include the number of volunteers working on the projects. While not directly impacted, our volunteers are indirectly impacted by their altruistic service.



18. How many of the clients/citizens served are residents of the Town of Winterville?

As RTPC serves all of Pitt County, qualified homeowners residing in the Town of Winterville are eligible to receive services, as RTPC has completed a number of repair projects since its incorporation in 2007. However, RTPC formed a partnership with the Town of Winterville in efforts to effectively execute the town's Urgent Repair Program which has since then been approved by the Town Council members. This program aims to assist older homeowners that live on fixed incomes with their critical housing repairs. This partnership has developed a strong force and support for RTPC to address not only more homeowners in Winterville but to also provide more substantial repairs throughout the home. Currently, we have five homeowners on our list who reside in the Winterville area. We count not only the residents but also the volunteers involved in these projects so we estimate 25-50 Winterville citizens served. Keep in mind that we receive inquiries and referrals every week so these numbers fluctuate. With the ease in pandemic restrictions, our veteran volunteer groups are eager to get back to work helping their neighbors!

19. What will be the impact on your agency, clients, or services if these program funds are not received?

Without providing adequate and quality housing rehabilitation services, more and more Pitt County homeowners will face more high-risk home environments, poor health conditions, homelessness, and eventually a decline in affordable homeownership. In turn, Pitt County would see a rise in individuals seeking medical care (much of which is preventable), an increase in code enforcement costs and increased foreclosures. As a result, more people with health challenges, the older population, veterans, and families with children could be displaced from their home, which is often their primary asset. However, in the case that funds are not awarded, RTPC has identified and will actively seek outside local foundations to match and/or supplement funds in order to fulfill our vision of safe and healthy homes for everyone. RTPC will continue soliciting support from current Board and Advisory Board members, local banks, the faith-based community, local businesses, corporations, local home building and supply companies and local representatives of the program's national sponsors. Ultimately, we start and complete projects based on availability of funds.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

Requested information is provided and I, Tracy Chavez, Executive Director of Rebuilding Together Pitt County, NC, Inc. certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant.

21. Mission Statement and General Agency Overview:

Mission - Repairing homes, revitalizing communities, and rebuilding lives. Vision - Safe homes and communities for everyone. Rebuilding Together Pitt County, NC, Inc. (see <http://www.rebuildingtogetherpittcounty.org/>), an affiliate of Rebuilding Together (see <http://www.rebuildingtogether.org/>), was incorporated August 22, 2007. RTPC provides free repairs and modifications - i.e., critical damage repairs, accessibility modifications, energy efficiency upgrades and safety assessments for low-income homeowners and community centers at no cost to the service recipients. RTPC also has participated in National Rebuilding programs since its incorporation. In years past, it has been one specific day in April but recently, National has expanded it to the full month. The purpose of these efforts is to help facilitate a common belief that everyone deserves to live in a safe and healthy home. Our impact extends beyond the individuals served to revitalize and stabilize vulnerable neighborhoods and communities across the county. Rebuilding Together focuses on home modifications and community-centric programs that serve a variety of vulnerable populations, including the elderly in particular due to their compromised immune and health systems, veterans and military family members,

families with children, individuals living with disabilities and victims of disaster. Rebuilding Together Pitt County's mission is together we transform the lives of low-income homeowners by improving the safety and health of their homes and revitalizing the community. As RTPC restores homes, community spaces and nonprofit facilities, our lasting impact helps to stabilize and revitalize neighborhoods across the county. The key to RTPC's success is in its ability to more than double the value of every dollar donated.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

In recent years, RTPC has actively cultivated community partners in order to provide a higher level of quality services for low-income homeowners in Pitt County. Such partners include: Pitt County Council on Aging and Disability Advocates and Resource Center (referral source and falls prevention partner); Pitt County Planning (share resources and ensure we are not duplicating efforts); Third Street Community Center and ECU's Volunteer and Service-Learning Center (event collaboration, community outreach and volunteer referral service); City of Greenville Code Enforcement (Referral source and community outreach); American Red Cross (fire safety prevention resource); Town of Winterville (referral source and contracted partner for Urgent Repair Program); Koinonia Christian Church (provides volunteers); Christ Church (provides volunteers); Home Builders Supply (donates materials and volunteers); EPM (provides volunteers).

**BUDGET DETAILS:**

<b>23. Expenditure Details:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Personnel Services	0	15,000	30,000
Supplies	43700	43700	52000
Services	68500	68500	75000
Capital Outlay	0	0	0
<b>TOTAL</b>	<b>112200</b>	<b>127200</b>	<b>157000</b>
# of positions (FTE)	0.5	0.5	0.5

<b>24. Revenue Source:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Non-Town Revenue	87500	157000	157000
Town Funds	10,000	\$10,000	\$15,000

## NON-TOWN AGENCY INSTRUCTIONS GRANT APPLICATION

1. Name of agency as reflected on official documentation.
2. The Tax ID # and bank account information are required if grant is awarded. Please be prepared to provide this information if a grant is awarded: tax-exempt documentation (if applicable), banking information, and any pertinent budgetary documents. Your grant will not be made if the requested information is not provided.
3. Mailing address within Pitt County (or other location where official correspondence should be addressed).
4. Street address of the agency.
5. Self-explanatory.
6. Self-explanatory.
7. Local phone number during 8:00 a.m. to 5:00 p.m.
8. Mobile phone number including area code.
9. Date application is being submitted to the Town of Winterville.
10. Self-explanatory.
11. An agency Governing Board is desired. All pertinent information must be included in the application to receive consideration.
12. The amount of money you are requesting for a specific purpose described in the application. *Note: The distribution of grant funds will be processed on an annual basis by the Town after approval of the Town Council. A letter requested the disbursement of grant funds must be submitted to the Town Manager's office once the annual budget has been adopted and the new fiscal year has begun (July 1).*
13. Self-explanatory.
14. Funding new agencies will be used for start-up purposes only. Subsequent requests for funding must be clearly justified through the application process.
15. Self-explanatory.
16. Describe objectives or other measurable ways to verify the effectiveness of your program should grant funding be approved.
17. Number of people benefiting from the use of these funds during the period July 1<sup>st</sup> through June 30<sup>th</sup>.
18. Self-explanatory.
19. Self-explanatory.
20. In a paragraph or less, please share your Agency Mission Statement. Also, please give a brief overview of your agency (types of services provided, your target population, history, etc.).
21. Self-explanatory. As a general rule, funding will only be considered for nonprofit agencies within Pitt County.
22. If this agency has received funds from the Town of Winterville in the past two years please complete the expenditure and revenue history as well as the expenditure and revenue information requested for the new year.
  - Personnel Services** - Amount expended, budgeted, and/or requested for salaries and fringe benefits.
  - Supplies** - Amount for printing (office supplies, books, publications, medical supplies, drugs, small equipment items, less than \$500, and wearing apparel).
  - Services** - Amount for professional services (consultants), medical services (MD's), travel, training, rent, etc.
  - Capital Outlay** - Amount for tangible items costing \$500 or more.
  - Other** - Amount for patient transportation, other client related costs.
23. List other sources of revenue that have been requested to support the program. NOTE: Please identify all grant applications and state their dollar amounts.

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Tracy Chavez , Executive Director/President of (NAME OF AGENCY/ ORGANIZATION) do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

Tracy Chavez, Executive Director, Rebuilding Together Pitt County NC, Inc.

**Signature of President/Executive Director of Agency/Organization**

**Date:** 3/31/2022

## 2021-2022 RTPC Board Member Contact

**Natalie Edwards, President**

Real Estate Agent

910.890.0665 (C)

[Nredwards96@gmail.com](mailto:Nredwards96@gmail.com)

**Holly Winkler, Treasurer**

Teaching Instructor

Leadership & Professional Development  
Program

ECU College of Business

Office: Slay 131

[winklerh14@ecu.edu](mailto:winklerh14@ecu.edu)

828.719.7070 (C)

**Britany Nowell, Secretary**

Financial Crimes Group

Truist

[Nowellb07@gmail.com](mailto:Nowellb07@gmail.com)

252-375-7345

**Elaine Anderson, CRB, CRS**

Century 21 The Realty Group

1420 E. Arlington Blvd., Suite B

Greenville, NC 27858

252.355.7800 (W)

252.347.7021 (C)

[elaine@century21trg.com](mailto:elaine@century21trg.com)

**Roger Daniels**

[Kingleo31@icloud.com](mailto:Kingleo31@icloud.com)

252-814-5634

**AGENCY NAME: REBUILDING TOGETHER PITT COUNTY  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
Our current fiscal year has seen revenue at \$70,000 and expenses at \$34,000.
- How did the Agency/Organization accomplish its stated goals for the reporting period?  
Rebuilding Together Pitt County was still following CDC recommendations and curtailed some of their project work. The projects were completed with a minimal number of volunteers and/or contracted out.
- What goals/programs were unmet during the reporting period?  
Rebuilding Together Pitt County continued to complete work albeit on a smaller scale because of the pandemic. Now that restrictions have lifted, we are anticipating an increase in project work.
- How were Winterville residents served by the Agency/Organization?  
Please see explanation below.
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS

TOTAL TOWN OF WINTERVILLE RESIDENTS

- Any other pertinent information deemed appropriate.

Rebuilding Together Pitt County requested a replacement check as it was lost in transit. We did not receive funds for the FY21-22 year until March of 2022. We are confident we will expend these funds by the end of our fiscal year.



## Rebuilding Together 25 Safe and Healthy Priorities

	BEFORE	AFTER	CHANGE
	Y / N	Y / N	★
1. Residents can safely enter and leave the home			
2. The roof is watertight			
3. Rainwater is effectively shed and directed away from the structure			
4. Exterior walls have no gaps/cracks/holes that allow intrusion of bulk moisture/pests			
5. Windows and exterior doors open and close, lock securely and seal well			
6. Home is free of live infestation of pests, and sources of attraction are removed			
7. The numerals in the property's street address are clearly visible from the street			
8. A working smoke detector is on each floor and in or near bedrooms			
9. A working CO detector protects home with gas appliances or attached garage			
10. A currently dated Class ABC fire extinguisher is available in or near the kitchen			
11. Water and space heating appliances that produce CO exhaust outside			
12. No known electrical hazards are present, and kitchens and baths have GFCIs			
13. Residents have access to a working water heater, refrigerator and range			
14. The kitchen and bathrooms have an exhaust fan vented outside			
15. Residents have access to a working sink, toilet and bathtub or shower			
16. Residents who need help bathing/toileting have appropriate bathroom mods			
17. Residents at risk of falls have grab bars well located and securely fastened			
18. Stairs and steps have secure handrails that meet residents' needs			
19. Main rooms and stairs are free of tripping hazards			
20. Carpeting that creates a health and safety hazard has been replaced			
21. Clothes dryer, if present, vents outside w/ metal duct and unobstructed airflow			
22. Residents can maintain the interior temperature in a comfortable range			
23. Lighting is adequate for daily tasks and crossing rooms/stairs/entrances			
24. Interior paint, wall covering, and drywall is intact			
25. The home is free of active water leaks and serious moisture/mold problems			

**KEY** - Yes/No columns show each priority before and after repairs have been completed.  
 - The third + column highlights the results of repairs that change a priority from No to Yes.





*A Safe & Healthy Home for Everyone*

---

**Executive Committee**

Natalie Edwards  
**President**

Britany Nowell  
**Secretary**

Holly Winkler  
**Treasurer**

**Board Members**

Elaine Anderson  
Roger Daniels

**FY22/23 Program Support**

- Department of Environmental Quality - \$60,000 (confirmed)
- Housing of Urban Development - \$50,000 (received)
- Smith Family Foundation - \$22,000 (requested) The Smith Family Foundation has supported RTPC in the past.
- Vidant - \$10,000 (received) Vidant has been a consistent supporter of Rebuilding Together Pitt County
- Mildred Sheffield Wells Charitable trust - \$10000
- West Memorial Fund - \$5000



3/23/2022  
RECEIVED  
DHA 2:53 PM

**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Winterville Chamber of Commerce      2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.

56-2111093

3. Mailing Address: PO Box 1815, Winterville, NC 28590

4. Street Address: 2936 Church Street, Winterville, NC 28590

5. Primary Contact Person:  
Rebecca Caveness, Executive Director

Secondary Contact Person:  
Alton Wadford, Chairman of the Board

6. Primary Contact Email Address:  
director@wintervillechamber.com

Secondary Contact Email Address:  
altonwadford@gmail.com

7. Primary Contact Phone:  
252.814.0192

Secondary Contact Phone:  
252.378.5344

8. Primary Contact Cellular Phone:  
<

Secondary Contact Cellular Phone:  
<

9. Date of Application: 3/22/2022

10. Fax: N/A

11. Board of Directors, if any, including names, positions held and contact information:

Winterville Chamber of Commerce Board, 2021-22 -- Chairman of the Board: Alton Wadford, Pitt Community College – altonwadford@gmail.com, President: Glenda White, First Bank – gwhite@localfirstbank.com, Vice President: Mandi Shelp, First Citizens Bank – mandi.shelp@firstcitizens.com, Treasurer: Debbie Davis, Down South Accounting & Tax – ddavis@downsouthtax.com, Board Members: Saul Horowitz, Horowitz State Farm – saulhorowitz@gmail.com & Amy Amacker-Self, Local Oak Brewing Co. – amy@localoakbrewery.com

12. Amount of Town funds requested: 24,000.00

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

2019: 15,000; 2020: 20,000; 2021: 20,000

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

Annual request

15. Briefly describe how you will use the grant funds:

These grant funds will be used to pay for a director to oversee the business of the Chamber.

16. How will you measure the effect of this grant funding on clients, services and/or the community?

The effectiveness of this grant will be measured by the Chamber being able to maintain a reasonable membership, attract, welcome, and assist new businesses with their needs (including a ribbon cutting); by assisting our community partners and organizations in helping promote the Town of Winterville as a great place to live and work; and by supporting our current businesses in their success and growth.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

All citizens of the town will be impacted by new businesses coming to town, and current businesses thriving in town, as it provides the services they need and want to have near. It also impacts the town itself by helping to keep businesses here and attract new ones to come that will pay taxes and utilities within the town.

18. How many of the clients/citizens served are residents of the Town of Winterville?

All of our members have businesses within the town limits, live in the town limits, or their services directly affect those within the town limits.

19. What will be the impact on your agency, clients, or services if these program funds are not received?

If the Chamber does not receive these funds they will not be able to employ a director whose job it is to recruit and maintain membership, publish a monthly newsletter, execute chamber functions, oversee the board, handle the operation of the chamber, and assist in promoting the Town of Winterville.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

Yes

21. Mission Statement and General Agency Overview:

The Winterville Chamber of Commerce is a membership organization of businesses and non-profit organizations who have joined together to promote the civic and economic progress of the community. The Chamber works to promote excellence in our businesses and in the Winterville area. We assist new as well as existing businesses with problem-solving issues and will act as a liaison between business and local government as needed. Our mission is to unite our businesses and organizations that we serve in order to make a greater impact on the overall quality of life in Winterville.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

The Chamber assists the Town in any way it can and is always happy to help when the opportunity presents itself. The Chamber works to coordinate events with the Town's Departments. We assist the Town Economic Developer by sharing information about businesses interested in coming to this area and what type of building or land they may be seeking. We work with local newspapers to promote new businesses with articles and photos of their Ribbon Cuttings. The Chamber writes a monthly column in The Standard paper. We submit articles and information about our community and our businesses. We work with the other Chambers in our area to coordinate services and ideas to better serve our community. Our Chamber director works to see that our community is part of county events and she attends county wide meetings and events representing the Town of Winterville. She volunteers to serve on committees that benefit and positively represent the Town.

**BUDGET DETAILS:**

<b>23. Expenditure Details:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Personnel Services	22,800	24,000	25,836
Supplies	4000	4000	5500
Services	5000	8000	7850
Capital Outlay	500	500	0
<b>TOTAL</b>	<b>32,300</b>	<b>36,500</b>	<b>39,186</b>
# of positions (FTE)	1	1	1

<b>24. Revenue Source:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Non-Town Revenue	12,025	15,000	17,000
Town Funds	20,000	20,000	24,000

## NON-TOWN AGENCY INSTRUCTIONS GRANT APPLICATION

1. Name of agency as reflected on official documentation.
2. The Tax ID # and bank account information are required if grant is awarded. Please be prepared to provide this information if a grant is awarded: tax-exempt documentation (if applicable), banking information, and any pertinent budgetary documents. Your grant will not be made if the requested information is not provided.
3. Mailing address within Pitt County (or other location where official correspondence should be addressed).
4. Street address of the agency.
5. Self-explanatory.
6. Self-explanatory.
7. Local phone number during 8:00 a.m. to 5:00 p.m.
8. Mobile phone number including area code.
9. Date application is being submitted to the Town of Winterville.
10. Self-explanatory.
11. An agency Governing Board is desired. All pertinent information must be included in the application to receive consideration.
12. The amount of money you are requesting for a specific purpose described in the application. *Note: The distribution of grant funds will be processed on an annual basis by the Town after approval of the Town Council. A letter requested the disbursement of grant funds must be submitted to the Town Manager's office once the annual budget has been adopted and the new fiscal year has begun (July 1).*
13. Self-explanatory.
14. Funding new agencies will be used for start-up purposes only. Subsequent requests for funding must be clearly justified through the application process.
15. Self-explanatory.
16. Describe objectives or other measurable ways to verify the effectiveness of your program should grant funding be approved.
17. Number of people benefiting from the use of these funds during the period July 1<sup>st</sup> through June 30<sup>th</sup>.
18. Self-explanatory.
19. Self-explanatory.
20. In a paragraph or less, please share your Agency Mission Statement. Also, please give a brief overview of your agency (types of services provided, your target population, history, etc.).
21. Self-explanatory. As a general rule, funding will only be considered for nonprofit agencies within Pitt County.
22. If this agency has received funds from the Town of Winterville in the past two years please complete the expenditure and revenue history as well as the expenditure and revenue information requested for the new year.
  - Personnel Services** - Amount expended, budgeted, and/or requested for salaries and fringe benefits.
  - Supplies** - Amount for printing (office supplies, books, publications, medical supplies, drugs, small equipment items, less than \$500, and wearing apparel).
  - Services** - Amount for professional services (consultants), medical services (MD's), travel, training, rent, etc.
  - Capital Outlay** - Amount for tangible items costing \$500 or more.
  - Other** - Amount for patient transportation, other client related costs.
23. List other sources of revenue that have been requested to support the program. NOTE: Please identify all grant applications and state their dollar amounts.

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Rebecca Caveness , Executive Director/President of (NAME OF AGENCY/ ORGANIZATION) do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand and certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.



Signature of President/Executive Director of Agency/Organization

Date:

03/23/22

**AGENCY NAME: WINTERVILLE CHAMBER OF COMMERCE  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
See below budget for 2021-22 fiscal year (ongoing)

	Budgeted	Running/Actual
<b>Director's Salary</b>	\$24,000.00	\$20,139.58
<b>Watermelon Festival</b>	\$1,000.00	\$1,000.00
<b>Scholarship</b>	\$1,000.00	0
<b>Teacher Breakfast</b>	\$800.00	\$448.45
<b>Community Awards</b>	\$2,000.00	0
<b>Meeting Refreshments</b>	\$150.00	\$116.87
<b>Postage</b>	\$150.00	\$169.60
<b>Supplies</b>	\$200.00	\$203.78
<b>Website</b>	\$200.00	\$19.17
<b>Advertisement</b>	\$1,200.00	\$515.00
<b>Newsletters</b>	\$400.00	\$130.54
<b>Training &amp; Workshops</b>	\$500.00	\$355.44
<b>Business After Hours</b>	\$200.00	0
<b>Christmas Social</b>	\$1,500.00	\$1,440.95
<b>Ribbon Cuttings</b>	\$150.00	\$101.65
<b>Brochures</b>	\$1,000.00	\$385.20



<b>Marketing</b>	\$750.00	\$358.99
<b>Facebook</b>	\$400.00	\$185.36
<b>Events</b>	\$1,250.00	\$122.84
<b>Christmas &amp; WWF Parades</b>	\$100.00	0
<b>Chamber Night in the Park</b>	\$100.00	0
<b>Cell Phone</b>	\$600.00	\$558.30
<b>Blessing Boxes</b>	\$100.00	0
<b>Thanksgiving &amp; Christmas</b>	\$7,024.32	\$7,024.32
<b>Miscellaneous</b>	\$1,000.00	\$718.97

Please note: Thanksgiving and Christmas and Scholarship budgets are a donated amount from Chamber members and not an expense of the Chamber's.

- How did the Agency/Organization accomplish its stated goals for the reporting period?

We retained 100 members and saw 15 new members join the Chamber since July 2021. We collected donations for our second annual Thanksgiving meal box initiative where we fed 82 families located in Winterville. We collected donations to give to the Winterville Police Department for their annual Shop with a Cop program – we successfully donated \$2425. We funded and selected a scholarship winner from South Central High School to assist her in going to her chosen university to become a doctor. We assisted The Standard Newspaper in finding advertisers and topics for their annual Winterville Magazine. We initiated a mutually beneficial relationship with the Winterville Historical and Arts Society to enable us to have a venue for our Membership Networking Meetings, as well as be able to host Ribbon Cuttings for home-based businesses at the Train Depot, and this in turn gives them some needed exposure so more people will be aware of this venue option. We served as a sponsor and advocate for the Watermelon Festival, as well as helped facilitate additional sponsors. We helped our members advertise their events and specials in our monthly newsletter, as well as assisted with providing them discounted ad opportunities with some of our community partners. We organized a new system of voting for our annual Winterville Chamber Awards that allows more members of the public to nominate and vote. We also added more awards to the event including Most Dedicated Public Servant, Winterville's Favorite Spot to Shop, and Winterville's Favorite New Business. We assisted numerous new businesses with their openings, not just in Ribbon Cutting Ceremonies but also in the technical side of what is needed for their business to operate. We helped connect numerous people with our Economic Planning Developer to find a great place for their business here in Winterville. We held only two Membership Networking Meetings this year as we were waiting both for our members to be comfortable due to Covid-19, as well as

a venue to be open for us as we previously utilized the Community Room that was no longer being rented at the time due to Covid-19. The new Director attended a conference in October for Chamber Executives to learn more about how to serve their community and membership, and has been working on applying what she learned to continue to add value to our organization.

- What goals/programs were unmet during the reporting period?

The Winterville Chamber has been striving for self-sufficiency so we are not dependent on the Town to continue operating. This past year we were not successful in achieving that, but are hopeful it is on the horizon as we have many fundraising and on-dues revenues ideas in the works.

- How were Winterville residents served by the Agency/Organization?

The Winterville Chamber of Commerce provides a vital service to the residents of Winterville. The Chamber's slogan is "Promoting Excellence in Business and Community". We fulfill this slogan by providing a support system for our area businesses and organizations. We believe that new businesses feel welcomed when they come to our community and that the established businesses feel they have the needed support system in their fellow members and Chamber staff. These businesses and organizations provide needed services to our Winterville residents, and by supporting them, we are supporting the residents. They also assist the town by strengthening their tax base and through the purchase of utilities and services. The more businesses that are attracted to our community, the more the residents and the Town benefit.

- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS 20,000

TOTAL TOWN OF WINTERVILLE RESIDENTS 10,000

- Any other pertinent information deemed appropriate.

The Chamber Board decided to switch the Director from an Independent Contractor to a W-2 employee this year due to the change in requirements for such. Because of this we now have an additional expense in employee withholding taxes and the difference is reflected in the total you see for the Director's salary. The Chamber's goals for 2022-23 are to add value for our members and add structure to our Chamber. Everything we will do this coming year should point to these goals. We are currently working on adding an Ambassador program which will give the employees of our members community involvement opportunities, as well as help to better recruit and retain members. We are also working on a partnership with Pitt County Schools to provide the

opportunity for local seniors to shadow local businesses and learn of career paths and opportunities here. This is a small part of the solution for our labor shortage, it will help to instill motivation in students who may be struggling with such, and it will provide a way for our businesses to reach more of our community. The Chamber is also planning fundraising events and programs that will better help us achieve our self-sufficiency goals. We will be increasing many forms of non-dues revenue so as to prevent us from needing to increase our dues to a number that would not be feasible for our members to pay. Also, it will mean not being solely dependent on the Town to pay the Director's salary, and instead that will simply bolster our Chamber and the programs and events we are able to offer.

You may see a difference in how the expenses for the Chamber are being reported, this is due to the change in Director and the interpretation of who is submitting the information. We are striving to be as accurate as possible. If there are any questions we are happy to provide answers! We appreciate the Town's continued support.



*Winterville Historical and Arts Society, Inc.*  
*PO Box 2014 - Winterville, North Carolina 28590 - 252-321-2660*

March 29, 2022

Terri Parker, Manager  
Ricky Hines, Mayor  
Members of the Town Council  
Town of Winterville  
2571 Railroad Street  
Winterville, NC 28590

Dear Terri, Mayor Hines, and Members of the Town Council,

Please find attached the 2022 Comprehensive Report as requested for the Winterville Historical and Arts Society, Inc. The WHAS Museum and the Winterville Depot report under one document. Also enclosed is our 2022 Non-Profit Application for town funding for 2022-2023 fiscal year.

If there is any other information that is required, please let me know.

Respectfully,

A handwritten signature in cursive script that reads "Jane Power". The signature is written in black ink and is positioned above the typed name.

Jane M. Power  
President

Attachments (2)





**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Winterville Historical and Arts Society, Inc. – Winterville Museum and Winterville Depot
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.  
  
Tax ID #: 58-1319208
  
3. Mailing Address: PO Box 2014, Winterville, NC 28590
  
4. Street Address: 2543 Church Street, Winterville, NC 28590
  
5. Primary Contact Person:  
Jane Power, President
- Secondary Contact Person:  
Abbott Hunsucker, Treasurer
6. Primary Contact Email Address:  
Whs28590@gmail.com
- Secondary Contact Email Address:  
Abbott.hunsucker@gmail.com

---

7. Primary Contact Phone:  
NA
- Secondary Contact Phone:  
NA
8. Primary Contact Cellular Phone:  
252-717-1243
- Secondary Contact Cellular Phone:  
252-531-3191
  
9. Date of Application: 3/31/2022
10. Fax: NA

11. Board of Directors, if any, including names, positions held and contact information:

Jane Power, President – 1910 E. 6th Street, Greenville, NC 27858  
 Jesse Riggs, Vice President – 5914 Reedy Branch Road, Winterville, NC 28590  
 Abbott Hunsucker, Treasurer – PO Box 1896, Winterville, NC 28590  
 Ludie Moore, Recording Secretary – 161 Vernon White Rd, Winterville, NC 28590  
 Beth Burtnett, Corresponding Secretary – 1514 Hammersmith Drive, Winterville, NC  
 Mary Forlines, Director – PO Box 22, Winterville, NC 28590  
 Jack Taft, Director – PO Box 20337, Greenville, NC 27858  
 Trish Worthington-Cobb, Director – PO Box 486, Winterville, NC 27834  
 John Relford, Director – 618 Cedar Ridge Dr., Winterville, NC 28590  
 One Vacant Position to be filled in April 2022

12. Amount of Town funds requested: This request is for the in-kind provision of utilities (electricity, water, sewer) and lawn care at the locations of the Winterville Museum and the Winterville Depot for March 16, 2022-March 15, 2023.

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

Yes, funds were allocated to the Winterville Historical and Arts Society for Fiscal Year 2021-2022 as in-kind services. We are asking that the service/contribution be continued. The main expenditure for our organization this past year was the new metal roof that we had installed on the historic portion of the Winterville Depot due to the fact that we had experienced a few leaks in the old roof. We had it replaced with a new standing-seam metal roof that is in keeping with what would have originally been on the depot. This method of installation eliminate the nails with rubber washers that had been used on the old replacement roof. Those rubber washers deteriorate over time and allow rainwater to seep through the holes. Also, in an effort to improve the efficiency of the A/C and heat in the facility, we had a 3" layer of insulation added underneath the new roof. We believe this will reduce the cost of electricity for heating and cooling the facility.

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

We are asking that this service/contribution be continued on an annual basis. No other future funding requests at this time.

15. Briefly describe how you will use the grant funds:

In-kind services will offset operating and ongoing maintenance expenses for the Museum and the Depot, therefore allowing both to be made more readily available to the public.

16. How will you measure the effect of this grant funding on clients, services and/or the community?

The provision of the requested in-kind services will allow the Winterville Historical and Arts Society to make the Museum and the Depot more readily available to community groups and special activities as well as continue the costly maintenance of both properties.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

As Covid restrictions have been lifted, we expect attendance at activities of the organization and attendance at rentals for the depot will continue to improve in the fiscal year 2022-2023. Rental activity at the depot included 150 total uses (compared to 43 in the 2020-2021 reporting period); 145 of those uses were paid rentals. Since we began renting the depot, the Town of Winterville has always been invited to use the depot free of charge, and we appreciate our continued partnership. We have also recently partnered with the Winterville Chamber of Commerce to allow them to use our facility free of charge working around our rental schedule. We continued our partnership with the FFA of Farmville Central High School and DH Conley High School and allowed our Museum to be a Field School. Students and Teachers continued their work in the yard and gardens at the museum. They will actually be presenting some of their findings at our April 2022 Membership meeting. Now that we can open our museum back up for our monthly activities, we can offer opportunities for our community to visit and engage in our normal activities such as our ice cream social, pumpkin painting, and other activities. Jesse Riggs is also heading up an effort to clean out and reorganize the barns so that artifacts are displayed more effectively to share the history of Winterville. All of these activities should help in reaching more clients/citizens.

18. How many of the clients/citizens served are residents of the Town of Winterville?

The vast majority of the visitors to the museum are persons who live in or work in the Winterville community, elsewhere in Pitt County, or have other connections to the community. The museum experience is intended to demonstrate that Winterville is a very desirable place to live and work with particular emphasis on Winterville's historical and cultural heritage. The rentals at the depot are by Winterville residents as well as people living in surrounding areas. As stated above, rental activity at the depot included 150 total uses (compared to 43 in the 2020-2021 reporting period); 145 of those uses were paid rentals. With an average of 36 guests per rental based on contracts, we had approximately 5,375 guests. Of those completed contracts, 70% have Winterville addresses. The other 30% are from addresses outside of Winterville. The facility will continue to bring hundreds or thousands of people into the Winterville community annually. We are thrilled that the facility is being used for so many functions. And we are thrilled to provide a unique and available facility for the Town of Winterville as well.

19. What will be the impact on your agency, clients, or services if these program funds are not received?

Public access to the museum and depot may be reduced based on the availability of other funds to pay for the requested in-kind services. Since both facilities are historic wood structures, maintenance will continually be required to keep the structures in good physical condition.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

Attached

21. Mission Statement and General Agency Overview:

The Winterville Historical & Arts Society, Inc. is committed to the preservation of the historical and cultural heritage of our community in order that the present and future generations may have their lives enriched by a meaningful connection to and understanding of the past. The organization is a 501-c-3 tax exempt organization which consists of members and volunteers who work together to accomplish the mission of the organization.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

There are no other organizations whose mission and purpose is to preserve and promote the historical and cultural heritage of Winterville. The organization has cooperated with and participated in local events such as the Watermelon Festival to promote the town and its heritage. The organization works with community groups such as cub scouts, boy scouts, girl scouts, school groups, and senior citizen groups to provide educational tours and presentations related to Winterville history and life in the early 20th century. We have worked closely with the Town of Winterville and the Winterville Police to establish and maintain a good working relationship to provide our customers and guests a memorable experience. During the past two years due to COVID, our organization board members have taken on the responsibility of handling the rentals as well as the opening and closing of the depot. We don't know what the future holds for any changes to this arrangement, but all seems to be working well for the time being. We greatly appreciate the partnership we have, and hope it will continue in the future. We do not take it for granted.



**BUDGET DETAILS:**

23. <b>Expenditure Details:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Personnel Services	0	0	0
Supplies	586.27	6,779.39	7,700.00
Services	12,016.24	17,050.66	9,300.00
Capital Outlay	6,924.76	26,566.21	20,000.00
<b>TOTAL</b>	<b>\$19,527.27</b>	<b>\$50,396.26</b>	<b>\$37,000.00</b>
# of positions (FTE)	NA	NA	

24. <b>Revenue Source:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Non-Town Revenue	\$27,880.90	\$59,711.35	37,000.00
Town Funds	in kind services	in kind services	in kind services

**NON-TOWN AGENCY INSTRUCTIONS  
GRANT APPLICATION**

1. Name of agency as reflected on official documentation.
2. The Tax ID # and bank account information are required if grant is awarded. Please be prepared to provide this information if a grant is awarded: tax-exempt documentation (if applicable), banking information, and any pertinent budgetary documents. Your grant will not be made if the requested information is not provided.
3. Mailing address within Pitt County (or other location where official correspondence should be addressed).
4. Street address of the agency.
5. Self-explanatory.
6. Self-explanatory.
7. Local phone number during 8:00 a.m. to 5:00 p.m.
8. Mobile phone number including area code.
9. Date application is being submitted to the Town of Winterville.
10. Self-explanatory.
11. An agency Governing Board is desired. All pertinent information must be included in the application to receive consideration.
12. The amount of money you are requesting for a specific purpose described in the application. *Note: The distribution of grant funds will be processed on an annual basis by the Town after approval of the Town Council. A letter requested the disbursement of grant funds must be submitted to the Town Manager's office once the annual budget has been adopted and the new fiscal year has begun (July 1).*
13. Self-explanatory.
14. Funding new agencies will be used for start-up purposes only. Subsequent requests for funding must be clearly justified through the application process.
15. Self-explanatory.
16. Describe objectives or other measurable ways to verify the effectiveness of your program should grant funding be approved.
17. Number of people benefiting from the use of these funds during the period July 1<sup>st</sup> through June 30<sup>th</sup>.
18. Self-explanatory.
19. Self-explanatory.
20. In a paragraph or less, please share your Agency Mission Statement. Also, please give a brief overview of your agency (types of services provided, your target population, history, etc.).
21. Self-explanatory. As a general rule, funding will only be considered for nonprofit agencies within Pitt County.
22. If this agency has received funds from the Town of Winterville in the past two years please complete the expenditure and revenue history as well as the expenditure and revenue information requested for the new year.
  - Personnel Services** - Amount expended, budgeted, and/or requested for salaries and fringe benefits.
  - Supplies** - Amount for printing (office supplies, books, publications, medical supplies, drugs, small equipment items, less than \$500, and wearing apparel).
  - Services** - Amount for professional services (consultants), medical services (MD's), travel, training, rent, etc.
  - Capital Outlay** - Amount for tangible items costing \$500 or more.
  - Other** - Amount for patient transportation, other client related costs.
23. List other sources of revenue that have been requested to support the program. NOTE: Please identify all grant applications and state their dollar amounts.

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Jane Power , Executive Director/President of WINTERVILLE HISTORICAL AND ARTS SOCIETY, INC. do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the WINTERVILLE HISTORICAL AND ARTS SOCIETY, INC. to receive Town funding.

Jane Power, WHAS President

  
 \_\_\_\_\_  
**Signature of President/Executive Director of Agency/Organization**

**Date:** 3/29/2022

**AGENCY NAME: WINTERVILLE HISTORICAL AND ARTS SOCIETY, INC. –  
MUSEUM AND DEPOT  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
(March 16, 2021 through March 15, 2022) See next page...

## Summary Rpt Mar 16, 2021 -- Mar 15, 2022

<b>Category</b>	<b>3/16/21 - 3/15/22</b>
<b>INCOME</b>	<b>\$59,711.35</b>
Calendar Income	\$173.35
Depot Rental--Deposit	\$11,100.00
Depot Rental--Member	\$7,245.00
Depot Rental--Nonmember	\$19,980.00
WHAS Donations	\$8,435.00
WHAS Hooking ticket sales	\$1,293.00
WHAS Membership	\$10,485.00
WHAS Memorial Donations	\$875.00
WHAS Misc Inc	\$125.00
<b>EXPENSE</b>	<b>-\$50,396.26</b>
Bank Chrg	-\$64.97
Depot Rental Canceled	-\$2,525.00
Depot Rental--Deposit Refund	-\$8,300.00
Depot Rental--Rental Refund	-\$617.50
Postage	-\$547.75
WHAS Auto	-\$207.33
WHAS Depot Maint	-\$26,566.21
WHAS Depot Supplies	-\$358.58
WHAS Endowment	-\$1,200.00
WHAS Entertainment	-\$694.78
WHAS Fire Extinguisher Expense	-\$100.00
WHAS Insurance	-\$1,452.26
WHAS Janitorial and Kitchen Supplies	-\$220.31
WHAS Janitorial Cleaning	-\$1,700.00
WHAS legal and accounting	-\$355.00
WHAS Misc	-\$533.19
WHAS Museum Barn Maint	-\$279.60
WHAS Office Supplies	-\$97.60
WHAS Pest Control	-\$950.00
WHAS Publicity	-\$2,618.92
WHAS Telephone	-\$456.12
WHAS Yard Maintenance	-\$551.14
<b>TOTAL</b>	<b>\$9,315.09</b>

- How did the Agency/Organization accomplish its stated goals for the reporting period?

Attendance at activities of the organization and attendance at rentals for the depot for the period of March 16, 2021 through March 15, 2022 improved from the previous year when we were dealing with the Covid 19 pandemic. We held two outdoor concerts at the museum and conducted two virtual membership meetings. Rental activity at the depot included 150 total uses (compared to 43 in the 2020-2021 reporting period); 145 of those uses were paid rentals. With an average of 36 guests per rental based on contracts, we had approximately 5,375 guests. Of those completed contracts, 70% have Winterville addresses. The other 30% are from addresses outside of Winterville. We partnered with the Winterville Chamber of Commerce to allow them to use our facility free of charge working around our rental schedule. We continued our partnership with the FFA of Farmville Central High School and DH Conley High School and allowed our Museum to be a Field School. Students and teachers continued their work in the yard and gardens at the museum. They will actually be presenting some of their findings at our April 2022 Membership meeting. We again decorated the outside of the museum as well as the fence and yard to provide some holiday cheer during the month of December. Jesse Riggs is also heading up an effort to clean out and reorganize the barns so that artifacts are displayed more effectively to share the history of Winterville.

- What goals/programs were unmet during the reporting period?

We limited our Museum openings due to the more confined space at the museum and Covid restrictions.

- How were Winterville residents served by the Agency/Organization?  
All activities were open to residents of Winterville and the surrounding community without charge. We have opened the museum and made arrangements to coordinate openings with other events related to the town, such as the Watermelon Festival and Christmas Parade. We have also continued our regular monthly hours of being open from 3-5 p.m. on every 2nd Sunday after Covid restrictions were lifted. The rentals for our depot increased back to our pre-Covid levels and have been utilized by both Winterville residents as well as outside of our community. We have also now partnered with the Winterville Chamber of Commerce to hold their meetings at the depot as well as “virtual ribbon cuttings” for businesses that may not have storefronts. The organization would be happy to coordinate with other events that may be brought to our attention. Meetings and activities promote the heritage of the town and promote Winterville as a desirable place to live and work.
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS      With 150 uses of our depot, we estimate a minimum of 36 guests at each event. That would total 5,375 guests.

TOTAL TOWN OF WINTERVILLE RESIDENTS      Exact number undetermined – Of the 150 completed depot rental contracts, 70% have Winterville addresses. The other 30% are from addresses outside of Winterville.

- Any other pertinent information deemed appropriate.

In-kind services for the museum property from the Town of Winterville for Fiscal Year 2021-2022 included lawn maintenance and utilities service for the Museum as well as the depot. The main expenditure for our organization this past year was the new metal roof that we had installed on the historic portion of the Winterville Depot due to the fact that we had experienced a few leaks in the old roof. We had it replaced with a new standing-seam metal roof that is in keeping with what would have originally been on the depot. This method of installation eliminate the nails with rubber washers that had been used on the old replacement roof. Those rubber washers deteriorate over time and allow rainwater to seep through the holes. Also, in an effort to improve the efficiency of the A/C and heat in the facility, we had a 3” layer of insulation added underneath the new roof. We believe this will reduce the cost of electricity for heating and cooling the facility.



3/24/2022  
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**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name:  
Winterville Senior Citizen Club
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.  
First Citizens Bank, 2607 Mills St, Winterville, NC, 28590
3. Mailing Address:  
304 Ola Circle, Winterville, NC 28590
4. Street Address:  
304 Ola Circle
5. Primary Contact Person:  
Beatrice A. Henderson  
Secondary Contact Person:  
Cleatrice Herbert
6. Primary Contact Email Address:  
ccbea@suddenlink.net  
Secondary Contact Email Address:  
N/A
7. Primary Contact Phone:  
252-814-9012  
Secondary Contact Phone:  
N/A
8. Primary Contact Cellular Phone:  
252-814-9012  
Secondary Contact Cellular Phone:  
252-917-0358
9. Date of Application:  
3/24/2022
10. Fax:  
N/A



11. Board of Directors, if any, including names, positions held and contact information:

Beatrice A. Henderson, Director 814-9012, CalvinC. Henderson-814-8076,Advisor. Shirley Daniels, 714-1385, Marilyn Denise Smith 347-465-9873, Board members.

12. Amount of Town funds requested:

\$5,000.00

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

Yes. 2019, \$3,500.00, 2020, \$3,500.00 and 2021, \$3,500.00

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

Continuous Annual Funding for Winterville Senior Citizens Club.

15. Briefly describe how you will use the grant funds:

Transporting Seniors to meeting, provide monthly fellowships/luncheon, local bus trips for health screening, printing supplies for health awareness and other activities for physical and social outing good for seniors outlet.

16. How will you measure the effect of this grant funding on clients, services and/or the community?

Enable Senior to have consistent and timely meeting which provide outlet, and fellowship which enable them to feel physically together while socializing with each other every month.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

385 Senior Citizen.

18. How many of the clients/citizens served are residents of the Town of Winterville?

90-95%

19. What will be the impact on your agency, clients, or services if these program funds are not received?

The impact will have very disappointing effect because the Seniors will not receive many of the opportunities presently received. Many of the activities, the resources, fellowship luncheon and other important outlet now provided in order to prevent the Seniors from just sitting home would be lost. These funds are very important to the Winterville Senior Citizen Club in their mission to provide a healthy life style for the Seniors during their golden years.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

#2 "YES"

21. Mission Statement and General Agency Overview:

The purpose of Winterville Senior Citizens Club is to provide needed service and activities to citizens 55 years and over, to be part of an organization that provide a better quality of life during their older year through the many non-profits agencies and resources offered in Pitt County.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

Through the Winterville Senior Citizens Club aggressive agenda the seniors were able to meet the various candidates who are seeking office throughout Pitt County.

**BUDGET DETAILS:**

<b>23. Expenditure Details:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Personnel Services	0	100.00	100.00
Supplies	600.00	650.00	1,250.00
Services	2,000.00	2,100.00	2,675.00
Capital Outlay			
<b>TOTAL</b>	<b>2,600.00</b>	<b>2,750.00</b>	<b>3,925.00</b>
# of positions (FTE)			

<b>24. Revenue Source:</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>New Year</b>
Non-Town Revenue	\$2,500.00	\$3,500.00	\$5,000.00
Town Funds			

## NON-TOWN AGENCY INSTRUCTIONS GRANT APPLICATION

1. Name of agency as reflected on official documentation.
2. The Tax ID # and bank account information are required if grant is awarded. Please be prepared to provide this information if a grant is awarded: tax-exempt documentation (if applicable), banking information, and any pertinent budgetary documents. Your grant will not be made if the requested information is not provided.
3. Mailing address within Pitt County (or other location where official correspondence should be addressed).
4. Street address of the agency.
5. Self-explanatory.
6. Self-explanatory.
7. Local phone number during 8:00 a.m. to 5:00 p.m.
8. Mobile phone number including area code.
9. Date application is being submitted to the Town of Winterville.
10. Self-explanatory.
11. An agency Governing Board is desired. All pertinent information must be included in the application to receive consideration.
12. The amount of money you are requesting for a specific purpose described in the application. *Note: The distribution of grant funds will be processed on an annual basis by the Town after approval of the Town Council. A letter requested the disbursement of grant funds must be submitted to the Town Manager's office once the annual budget has been adopted and the new fiscal year has begun (July 1).*
13. Self-explanatory.
14. Funding new agencies will be used for start-up purposes only. Subsequent requests for funding must be clearly justified through the application process.
15. Self-explanatory.
16. Describe objectives or other measurable ways to verify the effectiveness of your program should grant funding be approved.
17. Number of people benefiting from the use of these funds during the period July 1<sup>st</sup> through June 30<sup>th</sup>
18. Self-explanatory.
19. Self-explanatory.
20. In a paragraph or less, please share your Agency Mission Statement. Also, please give a brief overview of your agency (types of services provided, your target population, history, etc.).
21. Self-explanatory. As a general rule, funding will only be considered for nonprofit agencies within Pitt County.
22. If this agency has received funds from the Town of Winterville in the past two years please complete the expenditure and revenue history as well as the expenditure and revenue information requested for the new year.
  - **Personnel Services-** Amount expended, budgeted, and/or requested for salaries and fringe benefits.
  - **Supplies-** Amount for printing (office supplies, books, publications, medical supplies, drugs, small equipment items, less than \$500, and wearing apparel).
  - **Services-** Amount for professional services (consultants), medical services (MD's), travel, training, rent, etc.
  - **Capital Outlay-** Amount for tangible items costing \$500 or more.
  - **Other-** Amount for patient transportation, other client related costs.
23. List other sources of revenue that have been requested to support the program. NOTE: Please identify all grant applications and state their dollar amounts.

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Beatrice A. Henderson, of (Winterville Senior Citizen Club do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

Beatrice A. Henderson Beatrice A. Henderson 3/24/22  
**Signature of President/Executive Director of Agency/Organization**  
**Date: 3/24/2022**

**AGENCY NAME: WINTERVILLE SENIOR CITIZENS CLUB  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT  
FY 2022-2023**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
Birthday lunches for more than 60 seniors @\$7.00 per person, at a cost of \$420.00, and a Senior Souvenir journal to help keep seniors informed and united during COVID-19 at a cost of \$1,100.00, along with luncheon meeting for all 12 organization Team Leaders @ \$130.00.
- How did the Agency/Organization accomplish its stated goals for the reporting period?

Due to COVID -19 limited stated goals was unable to accomplish for reporting period.

- What goals/programs were unmet during the reporting period?  
75% of goals/programs were unmet due to COVID-19
- How were Winterville residents served by the Agency/Organization?  
Through volunteers, and house to house safety protected measured.
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS

TOTAL TOWN OF WINTERVILLE RESIDENTS

- Any other pertinent information deemed appropriate.

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**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Winterville Watermelon Festival Committee, Inc
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.  
  
56-2022174
3. Mailing Address: PO Box 805, Winterville, NC 28590
4. Street Address: 324 Sylvania Street, Winterville, NC 28590
5. Primary Contact Person:  
Heather Jackson, Festival Chair  
  
Secondary Contact Person:  
Rebecca Caveness, Festival President
6. Primary Contact Email Address:  
hjflipflop@gmail.com  
  
Secondary Contact Email Address:  
rebecca@cavenessdecor.com
7. Primary Contact Phone:  
252.814.4370  
  
Secondary Contact Phone:  
252.902.7898
8. Primary Contact Cellular Phone:  
<  
  
Secondary Contact Cellular Phone:  
<
9. Date of Application: 3/23/2022
10. Fax: N/A

11. Board of Directors, if any, including names, positions held and contact information:

Winterville Watermelon Festival Committee Board 2022: Festival Chairman: Heather Jackson, President: Rebecca Caveness, Vice President: Jessica Thomas, Secretary: Beth Fitch, Treasurer: Stephanie Ham, Trustees: Lauren Starling, Dave Craddock, and Alton Wadford

12. Amount of Town funds requested: 50,000.00

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

2019: 50,000 2020: 50,000; 2021: 20,000

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

Annual request

15. Briefly describe how you will use the grant funds:

To assist in the great expense of executing the 2022 Winterville Watermelon Festival (37th annual)

16. How will you measure the effect of this grant funding on clients, services and/or the community?

Each year we receive responses from Winterville Citizens during the festival, by email and social media. We take this information along with information from the Town Staff Review Meeting and conduct a festival review session in October. Any appropriate changes or additions are documented for the next year.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

All citizens of the town have the opportunity to participate in the festival as events are conducted for all age groups. Also, all Winterville non-profit organizations are allowed to participate at no charge.



18. How many of the clients/citizens served are residents of the Town of Winterville?

Entire town population is given opportunity to attend.

19. What will be the impact on your agency, clients, or services if these program funds are not received?

We will not be able to continue hosting the festival.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

Yes.

21. Mission Statement and General Agency Overview:

To promote the Town of Winterville, its local businesses, and community organizations by providing 4 days of exciting activities for its citizens and guests as well as provide tourism revenue for our businesses and show what a wonderful place to live Winterville is.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

We have an annual planning meeting with Town Staff and individual departments prior to the festival to make sure we are all on the same page. We are also inspected by the Health Department and Fire Marshall to ensure we are in compliance.

**BUDGET DETAILS:**

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	0	0	0
Supplies	0	0	0
Services	166,000	164,282	156,000
Capital Outlay	0	0	0
<b>TOTAL</b>	<b>166,000</b>	<b>164,282</b>	<b>156,000</b>
# of positions (FTE)	Volunteer Staff	Volunteer Staff	Volunteer Staff

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	116,000	100,774	115,000
Town Funds	50,000	20,000	50,000

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Rebecca Caveness , Executive Director/President of (NAME OF AGENCY/ ORGANIZATION) do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

  
 \_\_\_\_\_  
**Signature of President/Executive Director of Agency/Organization**

Date: 03/23/22

**AGENCY NAME: WINTERVILLE WATERMELON FESTIVAL COMMITTEE INC  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
2021 was an exciting but difficult year since we were coming back from a year without a festival due to Covid-19. Our volunteer committee worked very hard to bring the community a festival to remember, with a free concert to help lift everyone's spirits. This decision was made in part by the fear that if we had sold tickets, we would not have seen a good turnout that we rely on for amusement ride revenue, food and craft vendor attraction and revenue.  
Please see attached income/expense comparison for 2020-2021.
- How did the Agency/Organization accomplish its stated goals for the reporting period?  
The Winterville Watermelon Festival Committee planned four days of events for the residents of Winterville and the surrounding communities. This consisted of amusement rides, live music, Family Fun Night, our annual parade, the Saturday night concert, a car show, and other activities. We estimated that we had about 5,000 people in attendance just at the concert on Saturday night. Our event continues to be recognized as one of the best festivals in the area.
- What goals/programs were unmet during the reporting period?  
With the difficult decision we made to have a free concert, we did not see revenue from ticket sales that help boost us until the next year. We also did not see the revenue we hoped to from amusement ride ticket sales, we suspect this is due to the number of people that were still uncomfortable due to Covid-19. We did have to cancel all of our indoor activities due to concerns there like our Veterans breakfast and bingo.
- How were Winterville residents served by the Agency/Organization?

All Winterville residents were invited and encouraged to attend the festival. We offered free entertainment, free concerts and family friendly activities at no admission cost as well.

- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS | 15,000

TOTAL TOWN OF WINTERVILLE RESIDENTS 10,000

- Any other pertinent information deemed appropriate.

The Winterville Watermelon Festival is made possible because of the partnership between the Watermelon Festival Committee and the Town of Winterville. This all volunteer committee, as well as many Town of Winterville staff members, work extremely hard to produce this event. The festival provides an opportunity for the Town of Winterville, its businesses, civic organizations and citizens to have an opportunity to not only showcase its many great attributes but also an opportunity for all the citizens to come together and have a weekend of fun. Without the continued support and financial assistance from the town, the festival could not survive. We recognize and appreciate the Town of Winterville and all they do to make this a successful and very special event.

We are seeking feedback from the Town to open Sunday earlier than normal in order to see a more beneficial day. We would like to have the festival open at 9am to start a car show in the morning and activities in the afternoon, likely a farmers market.

2020 - 2021

WWF INCOME/EXPENSE COMPARISON

	INCOME	EXPENSES	PROFIT/LOSS
GENERAL SPONSORS	\$ 94,000.00	\$ -	\$ 94,000.00
T-SHIRTS	\$ 3,585.00	\$ 2,273.22	\$ 1,311.78
ARTS & CRAFTS/ETC	\$ 6,700.00	\$ -	\$ 6,700.00
FOOD VENDORS	\$ 11,362.50	\$ -	\$ 11,362.50
PARADE	\$ 250.00	\$ 3,270.87	\$ (3,020.87)
CARNIVAL	\$ 4,615.25	\$ -	\$ 4,615.25
ADVERTISING	\$ -	\$ 6,743.03	\$ (6,743.03)
THURSDAY NIGHT CONCERT	\$ -	\$ 2,500.00	\$ (2,500.00)
FAMILY FUN NIGHT	\$ -	\$ 750.00	\$ (750.00)
FRIDAY NIGHT CONCERT	\$ -	\$ 4,100.00	\$ (4,100.00)
CAR SHOW	\$ -	\$ 335.60	\$ (335.60)
SATURDAY DAY ENTERTAINMENT	\$ -	\$ 750.00	\$ (750.00)
SATURDAY NIGHT CONCERT	\$ 262.00	\$ 63,817.56	\$ (63,555.56)
CONCERT PRODUCTION	\$ -	\$ 65,000.00	\$ (65,000.00)
VIP TENT	\$ -	\$ 689.61	\$ (689.61)
MISC EXPENSES	\$ -	\$ 14,052.86	\$ (14,052.86)
<b>TOTAL</b>	<b>\$ 120,774.75</b>	<b>\$ 164,282.75</b>	<b>\$ (43,508.00)</b>



3-30-2022  
**RECEIVED**  
DAK 2:40 PM

**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Young Scholars and Leaders Institute, LLC

2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.

Bank: First Bank  
1201 E Arlington Blvd, Greenville, NC 27858

Tax ID# 82-108-7053

3. Mailing Address: 1524 Penncross Drive  
Greenville, NC 27834

4. Street Address: 600 West Third Street, Greenville, NC 27834

5. Primary Contact Person:  
Portia Charlette Willis

6. Primary Contact Email Address:  
youngscholarsandleaders@gmail.com

Secondary Contact Person:  
Taimak Darryl Willis.

Secondary Contact Email Address:  
youngscholarsandleaders@gmail.com

7. Primary Contact Phone:  
252-367-0021

8. Primary Contact Cellular Phone:  
252-367-0021.

Secondary Contact Phone:  
252-503-6201

Secondary Contact Cellular Phone:  
252-503-6201.

9. Date of Application:

10. Fax: N/A

March 28th, 2022

11. Board of Directors, if any, including names, positions held and contact information:

N/A

12. Amount of Town funds requested: \$10,000.00

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

No. Young Scholars and Leaders Institute has never received funds from the Town of Winterville

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

The request for funds would be recurring based on available funding and the requirements to apply. As long as Young Scholars and Leaders Institute qualifies to receive funds, we would be interested in applying to better serve the citizens of Winterville.

15. Briefly describe how you will use the grant funds:

We are requesting Town of Winterville funds to aid in the day to day delivery of services. We are in need of funding to help cover the normal costs of business to include snacks, gas and various supplies. Currently, we are limited in the amount of students we can adequately serve due to having one van for transportation. We have had multiple parents interested in our program, however, we haven't been able to meet the demand. We are in need of funds to purchase at least two additional vans for after school pick up and to be used during the summer for field trips and other outings.

We are also requesting funds to be able to assist us in our staffing needs. Additional staff are needed to serve the additional students we anticipate coming to our program. We anticipate needing to bring onboard at least 3-5 additional staff to provide direct services to our students.

We are requesting funding to enable our program to progress in the area of S.T.E.M. (Science Technology Engineering and Mathematics) We would like to purchase additional Ipads and laptops to allow students to participate in more hands-on, technologically geared programming and allow for more S.T.E.M. related devices and activities..

We are requesting funding to aid our program in obtaining a permanent site to house the program. Currently, we are operating out of the Third Street Education Center, Greenville, NC. While the partnership has been very successful, a more permanent building would be needed to expand and grow our program and we would love to relocate to the Winterville area. We anticipate with the addition of a new building there will be ongoing rent and utilities we will need to be prepared to pay each month. Town of Winterville funding would help to cover these ongoing expenses.



16. How will you measure the effect of this grant funding on clients, services and/or the community?

Young Scholars and Leaders Institute will measure the effect of this grant funding by the ability to accomplish the goals outlined in Question 15. As a result of funding, we will be able to serve more Town of Winterville students. As a result of funding, we will be able to cover the cost of daily operations and hire at least two additional staff members. As a result of funding, we will be able to secure an additional van to aid in the picking up of students during the school year and in taking trips over the summer. As a result of funding, we would be able to provide more impactful S.T.E.M. learning opportunities by purchasing S.T.E.M. kits and at least five additional laptops or Ipads.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

It is our goal to directly impact 50-100 citizens by Town of Winterville funds as they allow our organization to serve Pitt County students.

**18. How many of the clients/citizens served are residents of the Town of Winterville?**

As we expand our program, it is our goal to be able to continue to provide services to citizens in the Town of Winterville which would represent about half of those we serve. Numerically, it would be about 25-50 students.

**19. What will be the impact on your agency, clients, or services if these program funds are not received?**

Young Scholars and Leaders Institute will be greatly impacted if funds were not received. We are looking for additional ways to supplement cash flow needs and we desire to provide our students with exposure and experiences to encourage their learning. We need additional funds to support our efforts.

**20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.**

Yes, I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant.

**21. Mission Statement and General Agency Overview:**

**Mission:** To develop school aged student leaders through engaging programs, interactive activities and application of life and leadership skills through yearly after school programs and summer camps.

Young Scholars and Leaders Institute was founded in March of 2017. Our mission is to provide support for school age children in the area of academics, life skills and leadership. In 2021, we launched our first summer camp which transitioned into an after school program in the fall of 2021. Per our after school model, the students are transported to the after school site, given a snack, provided with homework assistance and enrichment activities. Our goal has always been to provide a safe place for children during after school hours and help to enrich their lives through academic support and dynamic programming.

In our short time operating the after school program, we have been able to meet the needs of our community in a variety of different areas. We currently serve Ridgewood Elementary, W. H. Robinson Elementary, Creekside Elementary, and Winterville Charter. Due to the pandemic, we have found there is a critical need in the area of addressing learning loss. As a result of being out of school for an extended period of time due to COVID-19, students have suffered academically. In providing homework assistance we have observed the ongoing struggle students have in completing their assignments and grasping the current material being taught. We provide one-on-one tutoring for students to address these needs and additional support. As a result, we have seen our students' grades consistently improve over the last seven months.

Enrichment is a critical part of our after school model and serves as our "it" factor. We strive to not only provide academic support, but to also help students grow in other areas. Enrichment is planned and facilitated on a weekly basis with the goal of exposing students to new experiences, engaging activities and opportunities for growth. Our after school students have learned about leadership, taken trips, learned about various different countries and even carried out their own community service project with one of our local community agencies. We are always looking for ways to broaden their horizons and provide them with

opportunities to learn and grow. It would be our hope to continue to provide and maintain our current services and expand to be able to provide our services to more students in Pitt County.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

Young Scholars and Leaders Institute coordinates services provided with Town, County and other agencies by partnering to offer experiences for our students and giving back to our community. In 2018, we partnered with W. H. Robinson Elementary School to complete a school beautification project. Our students worked to plant flowers and improve the landscape of this beloved school.

In the summer of 2021, we completed community service projects at the Food Bank of Eastern NC and worked to beautify the Third Street Education Center. Students had the opportunity to sort vegetables for distribution and learn about food insecurity in Eastern NC. Students then went to Third Street Education Center where they helped to sweep, mop, clean and organize classrooms for the upcoming school year.

During our 2021 summer program we also had the privilege to partner with Premier Sports Academy to house our program and serve students primarily living in Winterville.

**BUDGET DETAILS:**

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	\$0	\$0	\$5,000
Supplies	\$0	\$0	\$500
Services	\$0	\$0	\$1800
Capital Outlay	\$0	\$0	\$2700
<b>TOTAL</b>			\$10,000
# of positions (FTE)			

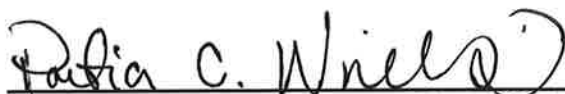
24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	\$0	\$0	\$0
Town Funds	\$0	\$0	\$0

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Portia C. Willis , Co-Owner/Co-Founder of Young Scholars and Leaders Institute, LLC do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the Young Scholars and Leaders Institute, LLC to receive Town funding.



Signature of President/Executive Director of Agency/Organization

Date: March 30, 2022

**AGENCY NAME: YOUNG SCHOLARS AND LEADERS INSTITUTE, LLC  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT  
FY 2022-2023**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
N/A
- How did the Agency/Organization accomplish its stated goals for the reporting period?  
N/A
- What goals/programs were unmet during the reporting period?  
N/A
- How were Winterville residents served by the Agency/Organization?  
N/A
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS

TOTAL TOWN OF WINTERVILLE RESIDENTS


- Any other pertinent information deemed appropriate.

There is no quantatative data to submit, as we have not applied for the Town of Winterville funds in the previous fiscal years.



March 16, 2022

To: Ms. Terri L. Parker, Manager, Town of Winterville  
Members of the Winterville Town Council

From: Greg Needham, Director of Libraries 

Re: Winterville Library Budget for 2022-2023

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In the budget process for 2022-2023, Sheppard Memorial Library respectfully requests the sum of \$168,400 as the amount needed from the Town of Winterville as reimbursement for Sheppard Memorial Library's cost of operating the Winterville Public Library from July 1, 2022 through June 30, 2023. This request is \$4,900 more than the amount approved by the Town Council for fiscal 2021-2022. Attached is a financial statement that breaks down the revenues and expenditures in detail.

The amount indicated above covers the cost of personnel and operational expenses to provide 58 hours of library service per week. To retain and hire good staff, action has been taken to increase the per hour pay rate for all part-time staff by \$3 per hour, raising our minimum hiring pay rate to \$10.25 per hour. In addition, full-time staff have been given a \$1 per hour increase to offset current inflation.

We are pleased to continue our cooperative working relationship with the Town of Winterville to provide library service for the community.

Thank you for your consideration of this budget request and as always, I stand ready to present to the Town Council as needed, or otherwise provide more information to help with your budget process.



**TOWN OF WINTERVILLE  
FY 2022-2023 NON-TOWN AGENCY GRANT APPLICATION**

*Note: Please complete the requested information on the forms that have been provided. If additional space is needed, attachments are acceptable. All information must be typewritten and copied single-sided.*

1. Agency Name: Sheppard Memorial Library (for the Winterville Public Library)
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.  
56-6000928
3. Mailing Address: 530 Evans street, Greenville, NC 27858
4. Street Address: 530 Evans Street, Greenville, NC 27858
5. Primary Contact Person:  
Greg Needham  
Secondary Contact Person:  
Lynn Woolard
6. Primary Contact Email Address:  
gneedham@sheppardlibrary.org  
Secondary Contact Email Address:  
lwoolard@sheppardlibrary.org
7. Primary Contact Phone:  
252-329-4585  
Secondary Contact Phone:  
252-329-4586
8. Primary Contact Cellular Phone:  
252-341-6521  
Secondary Contact Cellular Phone:  
252-531-1974
9. Date of Application: 3/15/2022
10. Fax: 252-329-4255



11. Board of Directors, if any, including names, positions held and contact information:

See attachment A. Sheppard Memorial Library Board of Trustees

12. Amount of Town funds requested: \$168,400

13. Has your agency received Town of Winterville funds within the past three (3) years; and if so, how much was received?

Yes, we received \$165,300 in FY 19-20 and 20-21. We received \$163,500 in FY 21-22

14. Is this a one-time request for funds; and if not, what future funding requests are anticipated?

Annual requests will be made to continue operating the Winterville Public Library.

15. Briefly describe how you will use the grant funds:

Funds are for staff wages and benefits, library circulating materials, online services, internet access - including wi-fi, operating supplies, postage, computer equipment and related maintenance, and business and administrative services.

16. How will you measure the effect of this grant funding on clients, services and/or the community?

Statistical data for the various public services is assessed regularly. Statistical information includes patron door count, patron visits, items circulated.

17. How many clients/citizens will be directly impacted by these program funds? (Numerical count)

Like all public service entities COVID impacted library service. Monthly statistical use includes: 15,765 patron visits (this does not include the many curbside pickups we distributed to patrons); 373 new registrations; 31,785 books checked out; 1,350 av materials circulated; 947 computer sessions; and 43 programs with 602 attendees.

18. How many of the clients/citizens served are residents of the Town of Winterville?

The majority of Winterville library patrons are from the Winterville community.

19. What will be the impact on your agency, clients, or services if these program funds are not received?

We will be unable to provide library service at the Winterville Public Library without these vital funds.

20. I certify that I will be able to execute and fully comply with the requirements of the Town grant agreement if selected to receive this grant. (Reference: "Instructions for N-TA applications," #2.

The Sheppard Memorial Library System, on behalf of the Winterville Public Library is fully able to comply with the requirements of the Town grant agreement if selected to receive this grant. See the executed Non-Town Agency Funding Assurance Affidavit.

21. Mission Statement and General Agency Overview:

See attachment B. Sheppard Memorial Library Vision Statement and Library Overview.

22. How do you coordinate the services provided by your agency with Town, County and other agencies? Specify what the relationship is and the agency (or agencies) involved.

The Town of Winterville owns and maintains the land and building of the Winterville Public Library and has a contractual agreement with Sheppard Memorial Library to provide the library service at this facility. Pitt County government provides \$10,000 annually toward the operation of this library. Sheppard Memorial Library qualifies for, received and apportions 10% of state aid to public libraries through the State Library of North Carolina toward the operation of the Winterville Public Library (last year totaling \$187,393.)

**BUDGET DETAILS:**

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	131004	122401	155666
Supplies	35470	35729	35282
Services	38194	37318	14421
Capital Outlay	0	0	0
<b>TOTAL</b>	<b>204668</b>	<b>195448</b>	<b>205369</b>
# of positions (FTE)	4.56	3.41	3.52

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	39368	31948	36969
Town Funds	165300	163500	168400

**Winterville Library Budget for FY 20-21 - FY 22-23**

	FY 20-21 Budget	FY 21-22 Request	FY 22-23 Request		Comments:
<b>Revenues:</b>					
Town of Winterville	\$165,300	\$163,500	\$168,400	\$4,900	Increase PTStaff & Hiring Rates by \$3/hour, & FT \$1/hr
Pitt County Appropriation	\$10,000	\$10,000	\$10,000	\$0	
Desk Receipts	\$10,300	\$2,300	\$8,230	\$5,930	Rebounding from COVID Impacts
State Aid	\$19,068	\$19,648	\$18,739	-\$909	State Aid to Library System Was Reduced Slightly
<b>Total Revenue</b>	<b>\$204,668</b>	<b>\$195,448</b>	<b>\$205,369</b>	<b>\$9,921</b>	
<b>Expenditures:</b>					
Wages & Benefits	\$131,004	\$122,401	\$155,666	\$33,265	SPT; 1 DPT; 1FT; \$ for COLA/Merit; Increased PT Wages \$3/hr
Books	\$18,000	\$15,000	\$15,400	\$400	Funds to purchase circulating library materials
Audiovisual Materials	\$2,200	\$1,288	\$1,532	\$244	Funds to purchase AudioBooks and Movie DVDs
E Services (Online)	\$6,200	\$8,350	\$9,115	\$765	E-bks/mag's; Ancestry; NCLive; NewsBank; HeritageQ
Periodicals	\$1,050	\$1,100	\$1,235	\$135	Print Magazines and Newspapers
Internet Cost After E-Rate	\$927	\$927	\$587	-\$340	Internet Access After E-Rate (48.94/mo * 12mo's)
Supplies	\$6,240	\$8,250	\$7,900	-\$350	Supplies expense
Fuel/Vehicle Maintenance	\$600	\$500	\$600	\$100	Fuel/vehicle maintenance for daily courier service
Equipment Maintenance	\$13,390	\$13,500	\$1,242	-\$12,258	Computer Hrdwr/Sftwr Maint/Lic's; Ntwrk Security; Circ
Postage	\$773	\$300	\$100	-\$200	Postage for overdues, invoices, & reserves
Business Services	\$4,200	\$4,250	\$3,025	-\$1,225	Cost for collection agency; audit; e-rate consultant
Administrative Services	\$20,084	\$19,582	\$8,967	-\$10,615	Admin; processing/cataloging; courier; IT support
<b>Total Expenditures</b>	<b>\$204,668</b>	<b>\$195,448</b>	<b>\$205,369</b>		



**NON-TOWN AGENCY INSTRUCTIONS  
GRANT APPLICATION**

1. Name of agency as reflected on official documentation.
2. The Tax ID # and bank account information are required if grant is awarded. Please be prepared to provide this information if a grant is awarded: tax-exempt documentation (if applicable), banking information, and any pertinent budgetary documents. Your grant will not be made if the requested information is not provided.
3. Mailing address within Pitt County (or other location where official correspondence should be addressed).
4. Street address of the agency.
5. Self-explanatory.
6. Self-explanatory.
7. Local phone number during 8:00 a.m. to 5:00 p.m.
8. Mobile phone number including area code.
9. Date application is being submitted to the Town of Winterville.
10. Self-explanatory.
11. An agency Governing Board is desired. All pertinent information must be included in the application to receive consideration.
12. The amount of money you are requesting for a specific purpose described in the application. *Note: The distribution of grant funds will be processed on an annual basis by the Town after approval of the Town Council. A letter requested the disbursement of grant funds must be submitted to the Town Manager's office once the annual budget has been adopted and the new fiscal year has begun (July 1).*
13. Self-explanatory.
14. Funding new agencies will be used for start-up purposes only. Subsequent requests for funding must be clearly justified through the application process.
15. Self-explanatory.
16. Describe objectives or other measurable ways to verify the effectiveness of your program should grant funding be approved.
17. Number of people benefiting from the use of these funds during the period July 1<sup>st</sup> through June 30<sup>th</sup>.
18. Self-explanatory.
19. Self-explanatory.
20. In a paragraph or less, please share your Agency Mission Statement. Also, please give a brief overview of your agency (types of services provided, your target population, history, etc.).
21. Self-explanatory. As a general rule, funding will only be considered for nonprofit agencies within Pitt County.
22. If this agency has received funds from the Town of Winterville in the past two years please complete the expenditure and revenue history as well as the expenditure and revenue information requested for the new year.
  - Personnel Services** - Amount expended, budgeted, and/or requested for salaries and fringe benefits.
  - Supplies** - Amount for printing (office supplies, books, publications, medical supplies, drugs, small equipment items, less than \$500, and wearing apparel).
  - Services** - Amount for professional services (consultants), medical services (MD's), travel, training, rent, etc.
  - Capital Outlay** - Amount for tangible items costing \$500 or more.
  - Other** - Amount for patient transportation, other client related costs.
23. List other sources of revenue that have been requested to support the program. NOTE: Please identify all grant applications and state their dollar amounts.

**NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT**

I, Greg Needham, Library Director of the Sheppard Memorial Library System , Executive Director/President of (NAME OF AGENCY/ ORGANIZATION) do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
- **The agency/organization will comply with applicable program/project services standards, contracts, and regulations for any programs/project services assisted by the Town;**
- **The agency/organization will comply with Federal and State laws and regulations related to financial and compliance action and will submit a comprehensive report to the Town by March 31<sup>st</sup> of the fiscal year;**
- **The agency/organization will submit promptly to the Town any information requested related to any program/project services assisted by the Town;**
- **All Town funding shall be utilized strictly for the operation, maintenance and capital needs of each agency/organization as set forth in their respective proposals. Any item acquired using the Town funds by agency/organization shall become property of the agency/organization when applicable. In the event that an agency/organization decides to dispose of property acquired with any Town funds owned by the agency/organization, then other agencies/organizations will be given first opportunity to acquire the surplus property. In any event, proceeds obtained from sale of surplus property acquired with any Town funds shall be used only for the execution of any programs/project services provided by said agency/organization; and**
- **If the agency/organization dissolves or discontinues the programs/project services provided for in the application for funding, agency/organization must give 30 (thirty) days' notice to the Town of intent to dissolve/discontinue funding and the Town reserves the right to recoup or withhold any further payments to said agency/organization.**

I understand any certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

Greg Needham

Signature of President/Executive Director of Agency/Organization

Date: 3/15/2022



## Attachment A: SHEPPARD MEMORIAL LIBRARY BOARD OF TRUSTEES

Name	Appointment Made by City or County	First Appointed	Current Term Expires
Dr. Terry S. Atkinson	County <i>In 1<sup>st</sup> Term</i>	October 2019	May 2023 <i>(1<sup>st</sup> full term expires)</i>
Mrs. Dorothy Muller	City <i>In 1<sup>st</sup> Term</i>	October 2021	October 2024 <i>(1<sup>st</sup> term expires)</i>
Mrs. Lisa Mulligan	City <i>In 1<sup>st</sup> Term</i>	<i>October 2019</i>	October 2022 <i>(1<sup>st</sup> term expires)</i>
Mrs. Patricia Rawls	City <i>In 1<sup>st</sup> Term</i>	October 2021	October 2024 <i>(1<sup>st</sup> term expires)</i>
Mrs. Veronica Roberson	County <i>In 2<sup>nd</sup> Term</i>	March 2017	March 2023 <i>(2<sup>nd</sup> term expires)</i>
Mr. Ralph Scott	City <i>In 2<sup>nd</sup> Term</i>	October 2016	October 2022 <i>(2<sup>nd</sup> term expires)</i>
Mr. Rick Smiley	City Council Representative	Annually	City Council Representative
Mr. Ray Spears, Jr.	City <i>In 2<sup>nd</sup> Term</i>	October 2017	October 2023 <i>(2<sup>nd</sup> term expires)</i>
Mrs. Tracy Stroud	County <i>In 2<sup>nd</sup> Term</i>	March 2018	March 2024 <i>(2<sup>nd</sup> term expires)</i>
Mr. Chris Ulffers	City <i>In 1<sup>st</sup> Term</i>	October 2019	October 2022 <i>(1<sup>st</sup> full term ends)</i>
Lauren White	County Commissioner Representative	Annually	County Commissioner Representative
Mr. Greg Needham	Library Director	Executive Secretary of the Board	Non-voting -- serves as secretary
Mrs. Lynn Woolard	Library Business Manager	Clerk to Board	Not a board member

**Tracy Stroud, Chair**  
**Ralph Scott, Vice Chair**  
**Greg Needham, Library Director**  
**Lynn Woolard, Library Business Manager**

**Sheppard Memorial Library**  
**530 Evans Street**  
**Greenville, NC 27858-2398**  
**252-329-4586 (voice) 252-329-4255 (fax)**

*An appointment is made for a 3-year term. A board member can serve two consecutive 3-year terms. A Board member who is appointed to fill an unexpired term of a prematurely vacated position can additionally be reappointed to serve two consecutive 3-year terms.*

See attachment B: Sheppard Memorial Library Vision and Mission Statement

## VISION

Sheppard Memorial Library is a reliable gateway to materials, services, and resources that serve the information, recreational, intellectual, and creative pursuits of the individual and the community. It provides a welcoming community space (both virtual and real) for the free flow of ideas and for the preservation of the community's heritage. It is recognized throughout eastern North Carolina as significantly enhancing the economic vitality and the quality of life in the area.

## MISSION STATEMENT

Sheppard Memorial Library promotes the joys of reading, life-long learning, creativity, and economic growth. It collects and maintains diverse, comprehensive knowledge resources which nourish enlightenment, critical thinking, literacy, and understanding throughout the region.

In an era of consistent change, Sheppard Memorial Library offers stability and reliability to its community.

The library's primary mission is to provide high-interest material in a variety of formats and locations thereby allowing access and use of its collections and resources by as many individuals as possible.

The library supports both formal and informal education endeavors of persons in the community. It particularly supports reading and learning for children and assisting students in meeting objectives established during formal courses of study.

The library aggressively seeks to add to the knowledge infrastructure of Pitt County in order to support the vitality of the future knowledge-based economy. In this way it contributes to the economic development of the community.

The library's staff is composed of highly effective information specialists who assist library users in locating authoritative, timely, non-biased information among the myriad of possible sources. They aid persons in finding answers to everyday problems as well as issues that move beyond facts and data to knowledge and enlightenment.

Recognizing the need to remain current with the times, Sheppard Memorial Library regularly reviews its mission to ensure that the System is providing maximum benefit to its service area.



## THE LIBRARY HAS SOMETHING FOR YOU

at five locations plus bookmobile and outreach service

Visit [www.sheppardlibrary.org](http://www.sheppardlibrary.org) to learn more!

Expert Help from Librarians	E-Books
Books for All Ages, Levels & Interests	Online Magazines
Magazines & Newspapers	Daily Reflector Online Archive
Reading-centered Programs Starting with Birth to 18 Months, then Toddler, Preschool, Family and Craft Programs, Summer Reading Club, and More	Downloadable Audiobooks
Self-Checkout	Online Job Search
Library Elf Customizable Notices Via Email and Text for Holds & Overdues	Job Information
Bookmobile Service	GED & Other Test Guides
Outreach Service	Large Print Books
Public Computers	Online Book Clubs
Internet Access Including WiFi	Investment Guides
FREE Computer Classes Including Computer Basics 1, 2 & 3; & Jobs-related Computer Skills Provided in Partnership with the Literacy Volunteers of Pitt County	Free In-library Access to Ancestry.com
Healthier-U Health Information Classes Provided in Partnership with ECU's Laupus Health Sciences Library	Local Documents & Census Records
Web & Social Media Connectivity & Online Catalog, All Mobile Compatible	DVDs & Books on CD
NC LIVE Online Access to Full-text Magazines, Newspapers, and More	Photocopiers
	Fax Service
	Puppet Shows
	Library Tours
	Meeting Rooms with Online Scheduling
	Annual Used Book Sales Sponsored by The Friends of the Sheppard Memorial Library
	A Positive Community Destination

**AGENCY NAME: WINTERVILLE PUBLIC LIBRARY  
TOWN OF WINTERVILLE  
NON-TOWN AGENCY (NTA) FUNDING PROCESS  
INSTRUCTIONS FOR COMPLETING AND  
SUBMITTING THE COMPREHENSIVE REPORT**

Each Non-Town Agency/Organization that receives and monetary allocation from the Town of Winterville **shall be required to submit a Comprehensive Report** to the Town every Fiscal Year.

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Thursday, March 31, 2022.

The Comprehensive Report covers funds received for the previous Fiscal Year. All Reports shall include the following information:

- A summary of revenue and expenditures for the reporting period.  
See Attachment A for FY 21-22 Revenue and Expenditures
- How did the Agency/Organization accomplish its stated goals for the reporting period?

Despite the global pandemic, the Winterville Public Library offered a full array of library services and resources to the citizens of Winterville, including the collection of books, audiovisual materials, e-materials, newspapers, magazines, and many online services – including children’s programming (both in-person and online.) The collection of books and materials continue to grow, so we added new shelving to create greater ease of access for patrons.

- What goals/programs were unmet during the reporting period?

The COVID pandemic continues to impact how people interact in public settings, including public libraries. To protect patrons and staff from possible exposure to COVID-19, access to in-person public computing, children’s programs, and use of meeting room space has been limited. To offset the limited service in these areas the Winterville Public Library offers free wi-fi access and online children’s programs during the time in-person access was not available. As we continue to navigate through the pandemic, we are pleased to say that limited in-person access to public access computers, meeting room use, and children’s programs have now resumed.

- How were Winterville residents served by the Agency/Organization?

The Winterville Public Library serves as piece of infrastructure to the municipality. It says to it’s citizens and to potential new business and industry “we value learning, and we realize the importance of offering a community space where the free flow of ideas can occur.” The Winterville Public Library provides a welcoming community space where people can learn and share. The library preserves the community’s heritage and

enhances economic vitality, quality of life, stability, and reliability for the current and future knowledge-based community. Citizens can find information specialists who can assist them in locating authoritative, timely, non-biased information among the many resources available to them in both real and virtual formats.

- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS 21,745 visits

TOTAL TOWN OF WINTERVILLE RESIDENTS 21,745 visits

- Any other pertinent information deemed appropriate.

Despite living in a global pandemic, 21,745 people visited the Winterville Public Library during the last 12 months. Over 35,913 items were checked out, and 3432 new patron registration cards were issued. During times when COVID kept many people home, the citizens of Winterville could go online or call the library for materials to be picked-up curbside. Their children could attend, watch and participate in online children's programs, and a great many online resources were available to them from their home computer. Free wi-fi access is available for students and families who may not have internet access at home. Chrome books were made available for checkout to students and families who may not have a computer at home.



**Sheppard Memorial Library Budget for the Winterville Public Library FY 2021-2022**

	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>	<b>FY 20-21 Budget</b>	<b>FY 21-22 Budget</b>
<b>Revenues:</b>				
Town of Winterville	\$165,300	\$165,300	\$165,300	\$163,500
Pitt County Appropriation	\$10,000	\$10,000	\$10,000	\$10,000
Desk Receipts	\$12,115	\$13,000	\$10,300	\$2,300
State Aid	\$19,177	\$19,068	\$19,068	\$19,648
<b>Total Revenue</b>	<b>\$206,592</b>	<b>\$207,368</b>	<b>\$204,668</b>	<b>\$195,448</b>
<b>Expenditures:</b>				
Wages & Benefits	\$125,882	\$128,084	\$131,004	\$122,401
Books	\$17,760	\$17,000	\$18,000	\$15,000
Audiovisual Materials	\$2,200	\$2,200	\$2,200	\$1,288
E Services (Online)	\$6,000	\$6,000	\$6,200	\$8,350
Periodicals	\$990	\$1,000	\$1,050	\$1,100
Internet Cost After E-Rate	\$1,175	\$1,175	\$927	\$927
Supplies	\$5,800	\$5,800	\$6,240	\$8,250
Fuel/Vehicle Maintenance	\$500	\$500	\$600	\$500
Equipment Maintenance	\$12,500	\$13,000	\$13,390	\$13,500
Postage	\$700	\$750	\$773	\$300
Business Services	\$4,000	\$4,000	\$4,200	\$4,250
Administrative Services	\$29,085	\$27,859	\$20,084	\$19,582
<b>Total Expenditures</b>	<b>\$206,592</b>	<b>\$207,368</b>	<b>\$204,668</b>	<b>\$195,448</b>