



TOWN COUNCIL AGENDA

APRIL 9, 2018 - 7:00 P.M.

WINTERVILLE TOWN HALL ASSEMBLY ROOM

- I. **CALL TO ORDER.**
- II. **INVOCATION.**
- III. **PLEDGE OF ALLEGIANCE.**
- IV. **WELCOME.**
- V. **APPROVAL OF AGENDA.**
- VI. **PROCLAMATIONS:**
 1. Boys and Girls Club Week – April 9 through April 13, 2018.
 2. Emmanuel Community Unison Baptist Church Mortgage Burning Celebration Day – May 20, 2018.
 3. Volunteer Appreciation Week – April 15 through April 21, 2018.
- VII. **PRESENTATIONS.**
 1. Presentation of USDA Programs – Kim Miller, Area Specialist.
 2. Sanitary Sewer – Asset Management Plan (AMP) – Blaine Humphrey, Rivers & Associates, Inc.
- VIII. **PUBLIC HEARINGS:**
 1. Annexation of the Ange Plaza Lot 28.
 2. Harris Tract A Rezoning (Villa Grande, Phase 2).
- IX. **PUBLIC COMMENT:** *The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included in the agenda or to address the Town Council on any other matter related to the Town of Winterville. For an item included in the Public Hearing section of the agenda, residents should address the Council at the time the Mayor invites public comment on the item. No public comment may be made to the Council during the meeting, except during the Public Comment period or as part of a Public Hearing. Individual speakers are limited to a maximum of three minutes, and no more than three speakers may address the Council on a single matter. The Town Council may elect to take no action on the matter addressed by a speaker, may schedule the matter for further consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Public Comment Policy are available in the rear of the Assembly Room.*
- X. **CONSENT AGENDA:** *The following items are considered routine in nature and will not be discussed by the Town Council unless a Councilman or citizen requests that an item be removed from the Consent Agenda for further discussion. The Mayor may allow citizens to address an item or ask questions.*
 1. Audit Contract Amendment for Fiscal Year 2016 – 2017.
 2. Set Public Hearing Date Annexation of Harris Tract A (Parcel No. 10262 / Villa Grande, Phase 2).

XI. OLD BUSINESS:

1. Update on Proposed Railroad Street One-Way and Parking Directional Changes.

XII. NEW BUSINESS:

1. Preliminary Plat – Eli’s Ridge Subdivision.
2. 2017 Street Improvements Project – Addition of Bayberry Lane stormwater pipe.
3. State Revolving Fund Loan Application – Authorizing Resolution – Sanitary Sewer Rehabilitation.
4. Award of Contract for Chapman Street Culvert Replacement.
5. Extension of Solid Waste Contract with Waste Industries.
6. Budget Amendment.
7. Set date for Special Called Meeting for Town Manager’s Performance Review.

XIII. OTHER AGENDA ITEMS.

XIV. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS.

XV. REPORTS FROM DEPARTMENT HEADS:

Update on Projects Currently Underway:	Fork Swamp Greenway Project Regional Sewer Pump Station Project Nobel Canal Drainage Basin Study Water Tank Rehabilitation Project NTE Plant Construction Project Minimum Housing/Code Enforcement
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XVI. REPORTS FROM THE TOWN ATTORNEY, MAYOR AND TOWN COUNCIL, AND TOWN MANAGER.

XVII. CLOSED SESSION: NCGS § 143-318.11. (a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. (Discussion on Service Areas for Utilities).

XVIII. ANNOUNCEMENTS:

1. Market on the Square has returned! Every Thursday from 4 pm – 8 pm.
2. Planning and Zoning Board Meeting – April 19, 2018 – 7 pm – Town Hall Assembly Room.
3. Board of Adjustment Meeting – April 20, 2018 – 7 pm – Town Hall Assembly Room.

XVIII. ADJOURN.

SPECIAL NOTICE: *Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Acting Town Clerk, Amy Barrow at 215-2342 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)*

PROCLAMATION

BOYS & GIRLS CLUB WEEK in WINTERVILLE APRIL 9 – APRIL 13, 2018

WHEREAS, the young people of Winterville are tomorrow's leaders; and

WHEREAS, many such young people need professional youth services to help them reach their full potential; and

WHEREAS, the Boys & Girls Club in Winterville, North Carolina provides services to more than 626 young people annually; and

WHEREAS, Boys & Girls Clubs are places where great futures start. They are at the forefront of efforts in academic success, healthy lifestyles, and good character and citizenship; and

WHEREAS, Boys & Girls Club organizations in our State help ensure that our young people are kept off the streets, offering them a safe and supportive place to go and providing them with quality programs; and

WHEREAS, Boys & Girls Clubs of the Coastal Plain will celebrate National Boys & Girls Club Week, 2018 along with some 4,000 Clubs and more than two (2) million young people nationwide.

NOW, Therefore, I, Douglas Jackson, Mayor of Winterville, North Carolina do hereby proclaim, April 9 through April 13, 2018 as **BOYS & GIRLS CLUB WEEK** in Winterville. I hereby urge all citizens to join with me in recognizing and commending the Boys & Girls Club in Winterville for providing comprehensive and effective services to the young people in our communities.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of Winterville, North Carolina this the 9th day of April 2018.

Douglas A. Jackson, Mayor

ATTEST:

Amy P. Barrow, Acting Town Clerk

PROCLAMATION

EMMANUEL COMMUNITY UNISON BAPTIST CHURCH MORTGAGE BURNING CELEBRATION DAY May 20, 2018

WHEREAS Emmanuel Community Unison Baptist Church located at 3501 Speight Seed Farm Road, Winterville, North Carolina, will celebrate their dedicational Mortgage Burning Ceremony on May 20, 2018; and

WHEREAS Emmanuel Community Unison Baptist Church was established to exalt Christ, equip believers, and empower peoples' lives and began its Christian journey in the Kiwanis Building in 1998 and New Deliverance Church until 2003; and

WHEREAS Under the visionary leadership of Pastor Mary G. Worsley to build sanctuary for the Lord's Church along with the officers and congregation and much hard work the new worship center was built at the present location of 3501 Speight Seed Farm Road in the township of Winterville in October 2003; and

WHEREAS Emmanuel Community Unison Baptist Church has reached the finalization of the burning of their mortgage marked by a day of celebration in the accomplishment of this significant milestone as evidence of God's promise fulfilled,

NOW, THEREFORE, I, Douglas A. Jackson, Mayor of the Town of Winterville, North Carolina, do hereby proclaim Sunday, May 20, 2018 to be **Emmanuel Community Unison Baptist Mortgage Burning Celebration Day**.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of Winterville, North Carolina this the 9th day of April 2018.

Douglas A. Jackson, Mayor

ATTEST:

Amy P. Barrow, Acting Town Clerk

PROCLAMATION
NATIONAL VOLUNTEER WEEK
APRIL 15th – 21st, 2018

WHEREAS, National Volunteer Week was established in 1974 to celebrate the impact of volunteers in their respective communities and inspire to serve; and,

WHEREAS, our volunteers make a difference by devoting countless hours to mentoring children, serving the elderly and those with disabilities, providing food and shelter to the needy, sustaining our arts, protecting and beautifying our environment, remembering our history and preserving our cultural institutions; and,

WHEREAS, these volunteers represent all facets of Winterville, including but not limited to, non-profit institutions, the business community, faith-based organizations, schools and colleges, senior citizen groups; and,

WHEREAS, individuals and groups play an important role by building a successful, strong and vibrant community and playing a critical role in the life and well-being of residents; and,

NOW, THEREFORE, I, Douglas A. Jackson, Mayor of the Town of Winterville do hereby proclaim April 15th – 21st, 2018 National Volunteer Week, recognize and thank all of those who lend their time, talent, voice and support to causes they care about and urge all citizens of Winterville to consider volunteering.

Douglas A. Jackson, Mayor

Attest:

Amy P. Barrow, Acting Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Presentations

Meeting Date: April 9, 2018

Presenter: Kim Miller, Area Specialist, USDA

Item to be Considered

Subject: Presentation of USDA Programs.

Action Requested: N/A.

Attachments: Talking Points Provided by USDA.

Prepared By: Terri L. Parker, Town Manager

Date: 4/6/2018

ABSTRACT ROUTING:

TC

FD

TM 4/6/2018

Final 4/6/2018

Supporting Documentation

Kim Miller, Area Specialist with USDA will be present to discuss several programs offered by USDA (at Councilman Hines' request).

Budgetary Impact: N/A.

Recommendation: N/A.

TOWN OF WINTERVILLE

USDA Community Facilities Program

Ⓢ RATES AND TERMS:

- Interest Rate for this quarter is 3.50%. This rate is good through March 30th. We do expect our rate to go up slightly for the new quarter beginning April 1st.
- The rate can change quarterly. However, once approved is fixed for the life of the loan.
- If at the time the loan is closed, the interest rate is lower – you would get the benefit of the lower rate.
- We can finance new construction for 30 years and in some cases 40 years.
- Our loans are simple interest loans. This means you can borrow the money one day and pay it off the next (no prepayment penalty).

Ⓢ GRANT POSSIBILITIES:

- Based on the Median Household of the town (\$60,611), Winterville is not eligible for grant assistance. For reference, to be eligible for grant, the maximum income is \$40,899.60

Ⓢ USDA REQUIREMENTS:

- 10% of the annual payment is required to be deposited into a reserve account until one full year's payment accumulates.
- We do have an Environmental Review requirement / process for the new construction. The level of review will be determined by a variety of factors including: floodplains, total project size, etc. The project architect or engineer will prepare the EA.

- Annual financial reports are required for the life of the loan. The type of report required depends on the amount of loan. For example, a \$750,000 loan will require a GAGAS audit. We assume the town already has this type of audit prepared each year.
- Public notice requirements for application. We are required to have a public hearing. Some environmental assessments could include a public notice (wetlands, etc.)
- Procurement:
 - New Construction: Architect or engineer to submit stamped plans, put out for bid. We will attend monthly construction progress meetings.
 - We can potentially assist with a rehabilitation project. This would require our architect reviewing the site prior to the application to determine if same is economically feasible.
 - All projects require a Feasibility Report prepared by a licensed architect or engineer.
- Non-availability of other credit. We must determine that other credit is not available at affordable rates and terms.

We appreciate your interest in USDA, Rural Development programs.

Kim Miller
Area Specialist



PO Box 6189
Kinston, NC 28501
phone (252) 526-9799 ext. 4
fax (252) 526-9607

Committed to the future of rural communities.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Presentations

Meeting Date: April 9, 2018

Presenter: Blaine Humphrey, Rivers & Associates, LLC.

Item to be Considered

Subject: Sanitary Sewer – Asset Management Plan (AMP).

Action Requested: Acceptance and Adoption of AMP.

Attachments: AMP - Executive Summary.

Prepared By: Ben Williams, Assistant Town Manager

Date: 4/2/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

In Spring of 2016, the Town applied for funding assistance for the development of a Sanitary Sewer Collection System Asset Inventory and Assessment. The NC Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) reviewed the funding application and approved the Town of Winterville for grant assistance in the amount of \$150,000. The Town committed to providing a 20% local match (\$30,000). The Town contracted with Rivers & Associates, Inc. to develop an Asset Management Plan for the Town's sanitary sewer collection system. This plan provides the documentation and support for budget forecasting in future budget years. The Plan has four (4) major components: Inventory of Assets, Condition Assessment, Needs Prioritization, and a Capital Improvement Plan. The intent of the Asset Management Plan is to ensure long-term sustainability of the wastewater utility.

Budgetary Impact: TBD.

Recommendation: Acceptance and adoption of Sanitary Sewer Asset Management Plan (AMP).



**Town of Winterville
WASTEWATER ASSET MANAGEMENT PLAN
April 2018
Adopted:**



ENGINEERS, PLANNERS, SURVEYORS & LANDSCAPE ARCHITECTS

107 East Second Street
Greenville, North Carolina 27858
252-752-4135

NC Firm License No. F-0334



Executive Summary

The overall objective of asset management planning is to: *Deliver the required level of service to existing and future customers in a sustainable and cost effective manner.*

The purpose of the Town of Winterville's Wastewater Asset Management Plan is to ensure that assets are operated and maintained, so that they provide the required level of service for present and future customers in a sustainable and cost effective manner.

This plan provides the documentation and support for budget forecasting in future budget years for wastewater collection and transmission assets. The Town should consider implementing a continuous improvement approach to asset management planning in the short term. The Wastewater Asset Management Plan should be reviewed annually for necessary modifications in support of the Town's Capital Improvement Plan (CIP).

The Town of Winterville owns and operates a sanitary sewer collection system which has 3,778 connections (3,585 residential, 180 commercial, 13 other). The Sewer Department operates and maintains the sewer collection system consisting of approximately 48.6 miles of gravity sewer mains, approximately 11.9 miles of force mains, and 23 duplex pump stations. Pressure sewer and simplex pump stations also make up components of the system. All sanitary sewer is transmitted to the Contentnea Metropolitan Sewer District (CMSD) for treatment and disposal.

The intent of asset management is to ensure the long-term sustainability of the wastewater utility. By assisting Town management make better decisions on when it is most appropriate to repair, replace, or rehabilitate particular assets and by developing a long-term funding strategy, the Town can ensure its ability to deliver the required level of service perpetually.

The following basic approach was applied to asset management plan development.

1. Inventory Assets - Catalog the sewers, pump stations, and transmission equipment.
2. Assess Condition of Assets - What assets need repairs, rehabilitation, and replacement?
3. Rank & Prioritize Needs - Assess the 'criticality' of the assets and also the consequences of failure.
4. Capital Improvement Plan - Establish an equipment repair, replacement, and upgrade schedule.





The overall condition of the wastewater collection and transmission system is considered to be good. Current inspection and maintenance activities identify potential areas of concern and allow the Town to proactively remedy problems before they become severe and threaten the operation and efficiency of the system.

However, due to the age of portions of the collection system piping and some pump stations, there will likely be issues in the near future that could impact the collection systems ability to operate efficiently. Continued daily monitoring and inspections, as well as a Phase II Sanitary Sewer Evaluation Survey (SSES) will help identify potential problems and rehabilitation or replacement activities that will allow for continued operation of the system.



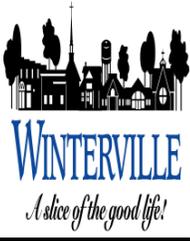
The Town should consider continuing its on-going effort to reduce Infiltration/Inflow (I/I) problems throughout the sanitary sewer collection system and actively pursue corrective actions for deficiencies. This ongoing effort towards I/I reduction will help mitigate potentially hazardous circumstances for the Town's operations and maintenance staff as well as for the citizens.

Based on the evaluation of the wastewater collection system, the following projects listed below may be considered for inclusion by the Town in the next CIP update.

- Chapman Pump Station Replacement (FY 2020/21) - \$616,000
- Robinson Heights Pump Station Rehabilitation (FY 2021/22) - \$410,000
- Magnolia Ridge Pump Station Rehabilitation (FY 2024/25) - \$448,000
- Winterville Crossing Pump Station Rehabilitation (FY 2026/27) - \$260,000

An initial larger Sanitary Sewer System Rehabilitation Project should include projects currently listed in the CIP, namely Myrtle, Grimes, Hammond, Tyson and Jones Street Gravity Rehabilitation, as well as Sylvania, Main and May Street Gravity Replacement and additional gravity sewer lining, point repairs and sewer replacement. (FY 2018/19) - \$3,534,000





**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Public Hearings

Meeting Date: April 9, 2018

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Ange Plaza Lot 28 Annexation.

Action Requested: Hold a Public Hearing for Annexation.

Attachments: Annexation Map, Annexation Petition and Metes and Bounds.

Prepared By: Bryan Jones, Planning Director.

Date: 3/28/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

SAHL Investments, LLC is applying for annexation of Ange Plaza Lot 28 (Recombination of Lots 18 and 28).

Ange Plaza Lot 28:

Location: Beacon Drive. (Parcel Numbers: 73418 and 73416). North of intersection with Vernon White Road.

Size: 1.24 acres.

Zoned: Office and Institutional.

Annexation Process:

1st Council Meeting: Direct Town Clerk to Investigate the Sufficiency of the Annexation.

2nd Council Meeting: Schedule a Public Hearing for the Annexation.

3rd Council Meeting: Hold Public Hearing on the Annexation.

*Letters to property owners within 100' of the property were mailed on 3/28/2018

*Notice published in the Daily Reflector on 3/28/2018 and 4/4/2018.

Budgetary Impact: TBD.

Recommendation: N/A.

PETITION REQUESTING ANNEXATION

Date: January 10, 2018

To the Mayor and Town Council of the Town of Winterville:

1. We the undersigned owners of real property respectfully requested that the area described in Paragraph 2 below be annexed to the Town of Winterville.

2. The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

Ange Plaza Lot 28

Name SAHL Investments, LLC

Address 3 Rest Haven Road Extension

Signature 

Bath, NC 27808

Legal Description For
Ange Plaza Lot 28 Annexation

Lying and being situate in Winterville Township, Pitt County, North Carolina and being more particularly described as follows:

Beginning at a point in the southern right of way of Beacon Drive said point being the northeast corner of Ange Plaza Lot 29 as recorded in map book 68, page 44 of the Pitt County Registry and being further located N 19-14-46 E – 210.95', thence N 12-45-26 E – 113.01' from the intersection of the northern right of way of NCSR 1130 – Vernon White Road and the southern right of way of Beacon Drive, thence from said point of beginning with the northern line of Ange Plaza Lot 29 **N 82-34-00 W – 212.09'** to the eastern line of the Sylvia G. Dail property as recorded in deed book 224, page 145, thence with the eastern line of the Sylvia G. Dail property and the eastern line of Ange Plaza Lot 17 as recorded in map book 66, page 123 **N 07-26-00 E – 234.34'**, thence **N 31-04-43 E – 132.37'** to the southern right of Beacon Drive, thence with the southern right of way of Beacon Drive **400.12' along the arc of a curve said curve being to the right having a radius of 500.00' and a chord bearing S 16-39-25 E – 389.53'** to the point of beginning containing **1.2458 acres**.

REGIONAL ACCEPTANCE
1424 E FIRETOWER RD
GREENVILLE, NC 27858

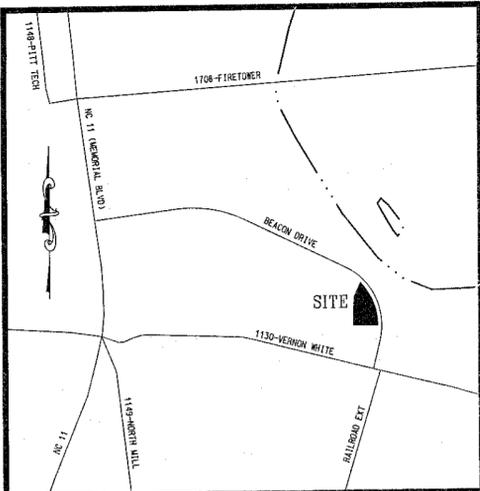
COLLICE & ANN MOORE LLC
4300 SAFFITE CT, STE 116
GREENVILLE NC 27834

SYLVIA DAIL
PO BOX 910
WINTERVILLE, NC 28590

AQUATIC HOLDINGS LLD
556 THIRD ST
AYDEN, NC 28513

WAINRIGHT HOLDINGS LLC
3112 SPEIGHT SEED FARM RD
WINTERVILLE, NC 28590

ANGE PLAZA PROPERTY
OWNERS ASSOCIATION INC
4300 SAPPHIRE CT, STE 116
GREENVILLE NC 27834



VICINITY MAP
1" = 1000'

NCGS MONUMENT "WINTERVILLE"
NAD 83 (2001)
N = 653,550.83
E = 2,473,782.39

NCGS MONUMENT "REEDY"
NAD 83 (2001)
N = 656,283.99
E = 2,474,446.88



SYLVIA G. DAIL
DB 224, P 145
MB 65, P 97

17
MB 66, P. 123

NCSR 1130 (VERNON WHITE ROAD)
(60' PUBLIC R/W - 20' P/W)

31
ANGE PLAZA
MB 68, P. 44

29
ANGE PLAZA
MB 68, P. 44

28

BEACON DRIVE
(60' PUBLIC R/W - 40' B/B)

ACCEPTED BY THE TOWN OF WINTERVILLE

MAYOR

DATE

R = 500.00'
L = 113.25'
CH = S 12°45'26"W
113.01'

R = 500.00'
L = 400.12'
CH = S 16°39'25"E
389.53'

30
ANGE PLAZA
MB 66, P. 123

RAILROAD STREET
EXTENSION

S 44°56'31"E
70.13'

CENTERLINE OF
INTERSECTION

SEABOARD COASTLINE RAILROAD
(130' PRIVATE R/W)

PROGRESS
DRAWING

ANNEXATION MAP FOR
ANGE PLAZA, LOT 28
REFERENCE MAP BOOK 68, PAGE 44
OF THE PITT COUNTY REGISTRY

WINTERVILLE TOWNSHIP PITT COUNTY NORTH CAROLINA

OWNER: SAHL INVESTMENTS, LLC
3 REST HAVEN ROAD EXTENSION
ADDRESS: BATH, NC 27808
PHONE: (252) 714-8653

MALPASS & ASSOCIATES
1645 E. ARLINGTON BLVD., SUITE D
GREENVILLE, N.C. 27858
(252) 756-1780

SURVEYED: CEP APPROVED: CEP
DRAWN: WCO DATE: 01/08/18
CHECKED: CEP SCALE: 1" = 50'

NEW CITY LIMIT = - - - - -
OLD CITY LIMIT = - - - - -
EXISTING CITY LIMIT = - - - - -



MAP NO.	PLATS RECORDED	BOOK	PAGE

MAP SHOWING AREA ANNEXED BY
THE TOWN OF WINTERVILLE, N.C.

EFFECTIVE DATE: _____; ORDINANCE NUMBER: _____ AREA: 1.2458 ACRES
WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

I, CARLTON E. PARKER, CERTIFY THAT THIS MAP WAS DRAWN BY ME OR UNDER MY SUPERVISION FROM AN ACTUAL SURVEY BY ME OR UNDER MY SUPERVISION, THAT THE RATIO OF PRECISION AS CALCULATED FROM LATITUDES AND DEPARTURES IS 1:10,000+; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOK _____, PAGE _____; WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL, THIS _____ DAY OF _____, 2018.

CARLTON E. PARKER L-2980

NORTH CAROLINA, _____ COUNTY I, _____, A NOTARY PUBLIC OF THE COUNTY AND STATE AFORESAID, CERTIFY THAT _____, A REGISTERED LAND SURVEYOR PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION OF THE FOREGOING INSTRUMENT. WITNESS MY HAND AND OFFICIAL STAMP OR SEAL, THIS _____ DAY OF _____, 2018.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES _____

NORTH CAROLINA, PITT COUNTY THE FOREGOING CERTIFICATE OF _____ NOTARY PUBLIC, IS CERTIFIED TO BE CORRECT. FILED FOR REGISTRATION THIS _____ DAY OF _____, 2018, AT _____ O'CLOCK, _____ M. JUDY TART, REGISTER OF DEEDS BY _____ REGISTER OF DEEDS



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Public Hearings

Meeting Date: April 9, 2018

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Harris Tract A Rezoning (Villa Grande, Phase 2) .

Action Requested: Hold Public Hearing and Consider the proposed rezoning.

Attachments: Rezoning Application & Rezoning Map.

Prepared By: Bryan Jones, Planning Director

Date: 3/28/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

Harris Tract A (Villa Grande, Phase 2) Rezoning:

Location: Parcel # 10262; Located on Red Forbes Road – north of Pocosin Rd/NC 903 S.

Current Zoning: Agriculture Residential

Size: 18.34 Acres.

Proposed Zoning: R-10

**Adjacent property in Villa Grande, Phase I is zoned R-10.

**Adjacent property owners were mailed notice of the rezoning application on 3/28/18.

**Notice was published in the Daily Reflector on 3/28/18 and 4/4/18.

Budgetary Impact: TBD.

Recommendation: N/A.



REZONING APPLICATION
TOWN OF WINTERVILLE
2571 Railroad Steet
P O Box 1459
Winterville, NC 28590
Phone: (252) 756-2221

Staff Use Only Appl. # _____
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OWNERSHIP INFORMATION:

Applicant: Raymond C. Harris, Jr. & Carolyn B. Harris

Address: 684 Pocosin Road, Winterville, NC 28590

Phone #: 252-756-5251

Owner: Raymond C. Harris, Jr. & Carolyn B. Harris

Address: 684 Pocosin Road, Winterville, NC 28590

Phone #: 252-756-5251

PROPERTY INFORMATION

Parcel #: 10262 Area (square feet or acres): 18.34 acres

Current Land Use: Agriculture crop land

Location of Property: Off 2715 Raymond's Lane

ZONING REQUEST

Existing Zoning: A-R Requested Zoning: R-10

Reason for zoning change: To facilitate a quiet, medium density neighborhood for single family dwellings.

This property is will be an expansion of the existing Villa Grande Phase One, a single family residential development that is currently zoned R-10.

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

OWNER/AGENT STATEMENT

I, John G. Thomas, being the Agent, request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for 3 / 19 / 2018.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance my result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

Signature: John G. Thomas

Date: 3/5/2018

NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

We, Raymond C. Harris, Jr. and Carolyn B. Harris, being the Owners of the property described herein, do hereby authorize John G. Thomas as agent for the purpose of this application.

Signature: Raymond C. Harris, Jr.

Date: 3-01-18

Signature: Carolyn B. Harris

Date: 3-01-18

Sworn to and subscribed before me, this 01 day of March, 2018.

Jillany R Wells
Notary Public

My Commission Expires:

8-29-2022



Staff Use Only

Appl. #: _____ Fee Amount _____ Date Paid _____

Planning Board Recommendation: APPROVED Meeting Date: _____
DENIED

Conditions/Comments: _____

Town Council Decision: APPROVED Meeting Date: _____
DENIED

Conditions/Comments: _____

Exhibit "A"
Legal Description
Winterville, Pitt County, North Carolina

Beginning at a Point, said Point being the northwestern most corner of Tract 1 as shown on that certain plat entitled "Survey Shivers – Faulkner Division" dated June 10, 2015 as recorded in Book 79, Page 18 in the Pitt County Register of Deeds.

Thence, from said Point of Beginning, along and with the western property line of Tract 1, South 27 degrees 30 minutes 00 seconds West for a distance of 327.00 feet to a point;
Thence, South 03 degrees 20 minutes 00 seconds West for a distance of 134.00 feet to a point;
Thence, South 22 degrees 00 minutes 00 seconds East for a distance of 746.00 feet to a point;
Thence, North 86 degrees 30 minutes 00 seconds West for a distance of 136.50 feet to a point;
Thence, South 70 degrees 00 minutes 39 seconds West for a distance of 21.80 feet to a point in the center of Cabin Creek Branch;
Thence, along and with Cabin Creek Branch, North 15 degrees 43 minutes 12 seconds West for a distance of 19.33 feet to a point;
Thence, North 30 degrees 46 minutes 18 seconds West for a distance of 50.19 feet to a point;
Thence, North 61 degrees 09 minutes 24 seconds West for a distance of 46.52 feet to a point;
Thence, North 64 degrees 36 minutes 03 seconds West for a distance of 54.97 feet to a point;
Thence, North 65 degrees 39 minutes 50 seconds West for a distance of 37.81 feet to a point;
Thence, North 65 degrees 39 minutes 50 seconds West for a distance of 99.28 feet to a point;
Thence, North 63 degrees 52 minutes 24 seconds West for a distance of 106.83 feet to a point;
Thence, North 66 degrees 17 minutes 07 seconds West for a distance of 123.77 feet to a point;
Thence, North 86 degrees 32 minutes 31 seconds West for a distance of 70.14 feet to a point;
Thence, South 88 degrees 59 minutes 34 seconds West for a distance of 82.90 feet to a point;
Thence, North 76 degrees 56 minutes 09 seconds West for a distance of 48.88 feet to a point;
Thence, North 52 degrees 50 minutes 26 seconds West for a distance of 13.14 feet to a point;
Thence, leaving Cabin Creek Branch, North 07 degrees 36 minutes 35 seconds East for a distance of 203.15 feet to a point;
Thence, South 87 degrees 11 minutes 39 seconds West for a distance of 212.11 feet to a point;
Thence, North 28 degrees 54 minutes 19 seconds West for a distance of 12.83 feet to a point;
Thence, North 44 degrees 25 minutes 07 seconds West for a distance of 39.17 feet to a point;
Thence, North 47 degrees 24 minutes 21 seconds West for a distance of 96.91 feet to a point;
Thence, North 46 degrees 09 minutes 21 seconds West for a distance of 46.81 feet to a point;
Thence, North 36 degrees 43 minutes 21 seconds West for a distance of 87.11 feet to a point;
Thence, North 37 degrees 55 minutes 42 seconds West for a distance of 212.67 feet to a point;
Thence, North 42 degrees 01 minutes 13 seconds West for a distance of 178.07 feet to a point;
Thence, North 84 degrees 15 minutes 00 seconds East for a distance of 1334.91 feet to the Point of Beginning;

Containing 18.34 acres, more or less.

Together with and subject to covenants, easements, and restrictions of record.

End of Legal Description

Raymond and Carolyn Harris
684 POCOSIN RD
WINTERVILLE NC 28590

Stuart and Joy Barwick
2708 IVY CHASE DR.
WINTERVILLE NC 28590

Paul Majette
3361 NC 903 S
WINTERVILLE NC 28590

Tammy Ivey
670 Pocosin Road
Winterville, NC 28590

Thereldline Forbes
3560 LILLTESBURG RD
BLUEFIELD WV 24701

Robert and Diana Conway
2707 IVY CHASE DR
WINTERVILLE NC 28590

NOLAN COMMERCIAL
CONTRACTORS INC
PO BOX 7122
JACKSONVILLE NC 28540

Kimberly Moore
660 Pocosin Road
Winterville, NC 28590

NSD COMPANY INC
PO BOX 7122
JACKSONVILLE NC 28541

Gina Ortiz
2716 RAYMONDS LN
WINTERVILLE NC 28590

William Jackson
Debbie Jackson
692 Pocosin Road
Winterville, NC 28590

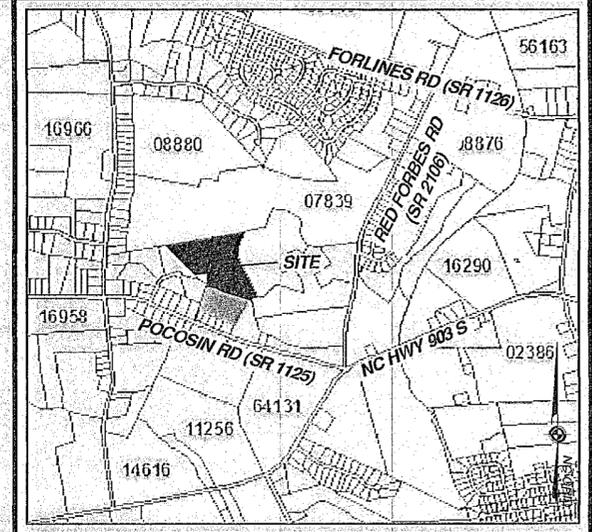
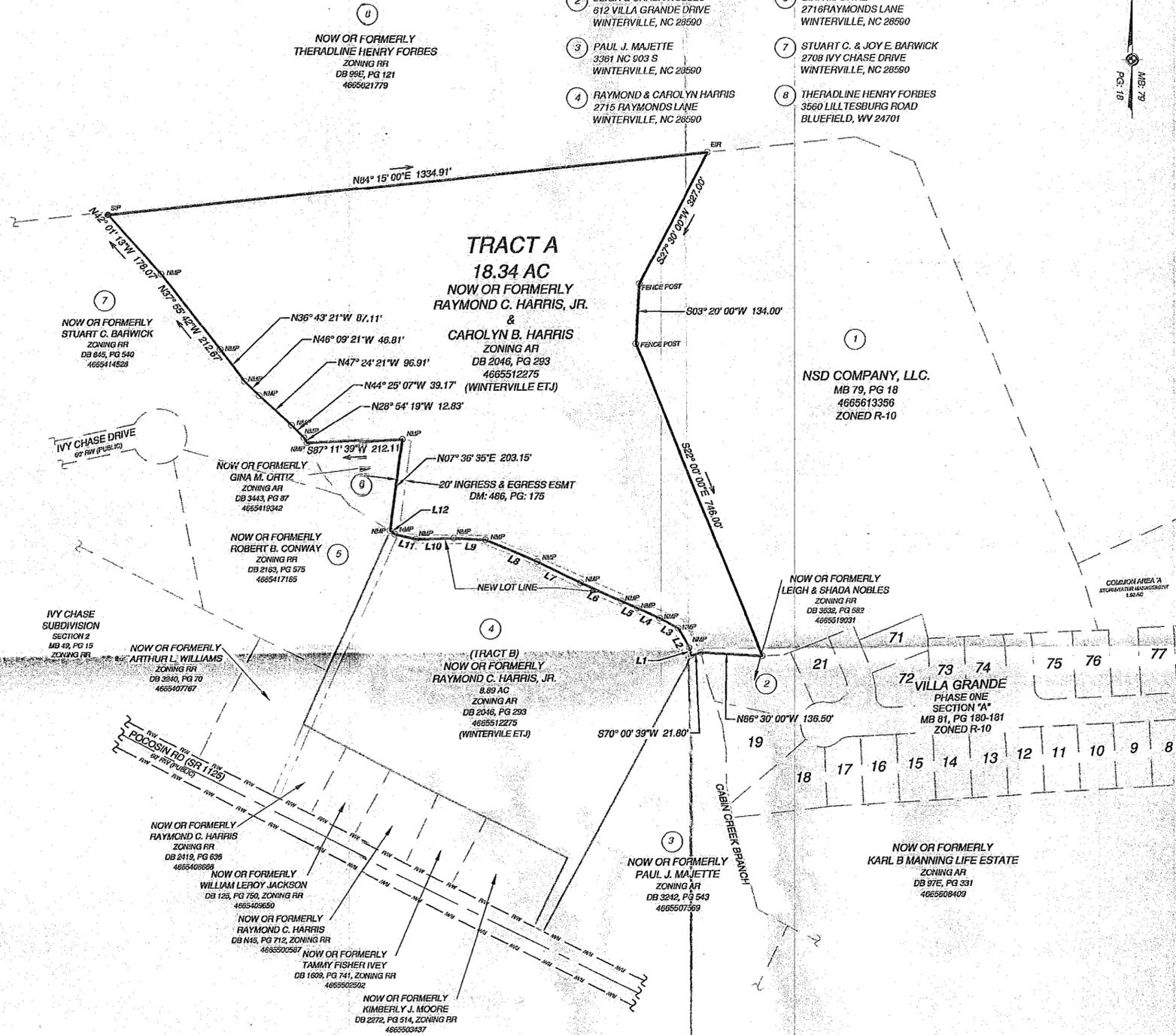
Hilda Ann Shivers
2668 Red Forbes Rd
Winterville, NC 28590

LINE DATA

L#	BEARING	DISTANCE
L1	N15° 43' 12"W	19.33'
L2	N30° 46' 18"W	50.19'
L3	N61° 09' 24"W	46.52'
L4	N64° 36' 03"W	54.97'
L5	N85° 39' 50"W	37.81'
L6	N85° 39' 50"W	89.28'
L7	N63° 52' 24"W	106.83'
L8	N66° 17' 07"W	123.77'
L9	N88° 32' 31"W	70.14'
L10	S88° 59' 34"W	62.90'
L11	N76° 56' 09"W	48.89'
L12	N52° 50' 26"W	13.14'

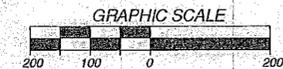
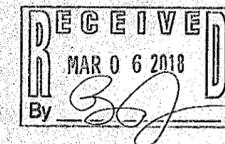
PROPERTY OWNERS ADDRESSES WITHIN 100 FEET OF PROPERTY

- | | |
|---|--|
| 1 NSD COMPANY, INC.
P.O. BOX 7122
JACKSONVILLE, NC 28541 | 5 ROBERT B. & DIANA H. CONWAY
2707 IVY CHASE DRIVE
WINTERVILLE, NC 28590 |
| 2 LEIGH & SHADA NOBLES
612 VILLA GRANDE DRIVE
WINTERVILLE, NC 28590 | 6 GINA M. ORTIZ
2716 RAYMONDS LANE
WINTERVILLE, NC 28590 |
| 3 PAUL J. MAJETTE
3361 NC 903 S
WINTERVILLE, NC 28590 | 7 STUART C. & JOY E. BARWICK
2708 IVY CHASE DRIVE
WINTERVILLE, NC 28590 |
| 4 RAYMOND & CAROLYN HARRIS
2715 RAYMONDS LANE
WINTERVILLE, NC 28590 | 8 THERADLINE HENRY FORBES
3560 LILL TESBURG ROAD
BLUEFIELD, WV 24701 |



VICINITY MAP

THE SURVEY IS OF EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. FOR THE PURPOSE OF THE SUBSECTION AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.



THOMAS ENGINEERING, PA est 1983
civil engineering • land surveying • project management

Physical Address: 1316-B Commerce Drive, New Bern, NC 28562
Mailing Address: P.O. Box 1309, New Bern, NC 28563
www.ThomasEngineeringPA.com
Office: 252.637.2727 Fax: 252.636.2448

CERTIFICATE OF SURVEY AND ACCURACY

I, HERBERT J. NOBLES, JR., CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL SURVEY MADE BY ME DESCRIPTION FOUND IN DEED BOOK 2046, PAGE 293 RECORDED AND MAP IN PITT COUNTY REGISTER OF DEEDS. THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN MAP BOOK 49, PAGE 15 THAT THE RATIO AS CALCULATED IS 1: 3234 THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL, THIS ___ DAY OF _____ A.D. 2018.
Herbert J. Nobles, Jr.
SURVEYOR



L-2703
REGISTRATION NUMBER
THIS SURVEY DOES NOT CREATE A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATED PARCELS OF LAND.

TYPICAL ELEMENT SYMBOLOLOGY

○ EIP	EXISTING IRON PIPE	HYD	FIRE HYDRANT
○ EIR	EXISTING IRON ROD	WM	WATER METER
● SIP	SET/NEW IRON PIPE	WV	WATER VALVE
△ EMAG	EXISTING 'MAG' NAIL	SMH	SEWER MANHOLE
△ SPK	SET/NEW 'MAG' NAIL	SC	SEWER CLEAN-OUT
△ SPK	EXISTING 'PK' NAIL	SV	SEWER VALVE
□ ECM	SET/NEW CONCRETE MONUMENT	AD	AREA DRAIN
■ SCM	EXISTING CONCRETE MONUMENT	CB	CATCH BASIN
■ CC	SET/NEW CONCRETE MONUMENT	GV/GM	GAS VALVE/MARKER
■ NMP	CONTROL CORNER	P	UTILITY POLE
(T)	NON-MONUMENTED POINT	PED	UTILITY PEDESTAL
TIE	TOTAL DISTANCE	OHU	OVERHEAD UTILITIES
R/W	TIE LINE	TBR	TO BE REMOVED
CL	RIGHT OF WAY	SQFT	SQUARE FEET
PL	CENTERLINE	AC	ACRES
MBL	PROPERTY LINE	L#	LINE TABLE
D&UE	MINIMUM BUILDING LINE	C#	CURVE TABLE
ESMT	DRAINAGE & UTILITY EASEMENT	OS	10' x 70' SIGHT TRIANGLE
CDS	EASEMENT		DENOTES LOT W/ OFFSITE SEPTIC AREA
	CUL-DE-SAC		

GENERAL NOTES

- ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS, NO GRID FACTORS APPLIED.
- DEED REFERENCES: DEED BOOK 2046, PAGE 293.
- PARCEL ID# 4665512275
- ALL PROPOSED CORNERS ARE TO BE MARKED WITH IRON PIPES.

REZONING MAP

TRACT A

TOWN OF WINTERVILLE	PITT COUNTY	NORTH CAROLINA
CURRENT OWNER		
RAYMOND C. JR. & CAROLYN B. HARRIS 684 POCOSIN ROAD WINTERVILLE, NORTH CAROLINA 28590		
SCALE: 1" = 200'	DATE: 3/6/2018	
PROJECT #: 2015_004	SHEET: 1 of 1	



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 9, 2018

Presenter: Anthony Bowers, Finance Director

Item to be Considered

Subject: Audit Contract amendment for fiscal year 2016 – 2017.

Action Requested: Approve the audit contract amendment with Carr, Riggs, and Ingram, LLC.

Attachments: Contract Amendment.

Prepared By: Anthony Bowers, Finance Director

Date: 2/13/2017

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

Each year the Town Council must approve the contract with the audit firm that it uses for its independent review of the Town's Finances. The Town Council approved the original contract at the May regularly scheduled meeting. The amendment addresses one item. It extends the date of the contract due to CRI closing the Williamston office. This is the office that has prepared our audit for the last seven years. The audit was completed and presented at the March meeting. Mr. Michael Jordan is the managing partner that took over the audit. This amendment was previously approved for February, however due the need for additional time, the contract needs to be amended one more time.

The audit is complete and has been review by the LGC.

Budgetary Impact: N/A.

Recommendation: Approve the contract amendment

AMENDMENT TO CONTRACT TO AUDIT ACCOUNTS

Whereas, Carr, Riggs & Ingram, LLC and Town of Winterville
Audit Firm Primary Governmental Unit

and N/A entered into a contract dated May 22, 2017,
Discretely Presented Component Unit (DPCU) if applicable

in which the auditor agreed to audit the accounts of Town of Winterville and
Primary Governmental Unit

N/A for fiscal year ended June 30, 2017
Discretely Presented Component Unit (DPCU) if applicable

and to render its audit report on or before October 31, 2017. It is now necessary that the audit completion and report submission be delayed past this date for the following reason (s):

The firm office with primary responsibility to perform audit fieldwork and to prepare all audit documentation and the financial statements for this government was the Williamston office of Carr, Riggs & Ingram, LLC. For business reasons, this office of Carr, Riggs & Ingram, LLC was dissolved, and the responsibility for completing the audit for this government was transferred to the Goldsboro office. Due to this change, additional time was required for the new audit team to become familiar with this government, for the audit team to review the work of the previous audit team, and to complete all audit work in accordance with audit standards and firm policy.

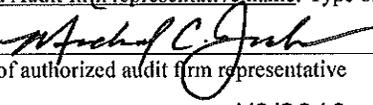
Multiple horizontal lines for additional text or signature.

The auditor, the Governmental Unit, and DPCU if applicable, agree that the time for completion of the audit and submission of the audit Report by the auditor to the Governmental Unit and the Local Government Commission is extended to

April 2, 2018.

Contract to Audit Accounts (cont.) Town of Winterville
Governmental Unit N/A
Discretely Presented Component Units (DPCU) if applicable

Audit Firm Signature:

Carr, Riggs & Ingram, LLC
Name of Audit Firm
By Michael C. Jordan, CPA
Authorized Audit firm representative name: Type or print

Signature of authorized audit firm representative
Signature Date 4/2/2018
mjordan@cricpa.com
Email Address of Audit Firm

By N/A
Chair of Audit Committee - Type or print name
**Signature of Audit Committee Chairperson
Signature Date N/A
** If Governmental Unit has no audit committee, mark this section "N/A"
N/A

Governmental Unit Signatures:

Town of Winterville
Name of Primary Government
By Douglas A. Jackson, Mayor
Mayor / Chairperson; Type or print name and title
Signature of Mayor/Chairperson of governing board
Signature Date _____

Date Primary Government Governing Body Approved
Amended Audit Contract - G.S. 159-34(a)
April ____, 2018

Pre-Audit Certificate to be completed if the Primary Government audit fee is changed in the Amended Contract:

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)
This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By Anthony B. Bowers
Primary Governmental Unit Finance Officer:
Type or print name

Primary Government Finance Officer Signature
Date _____
(Pre-audit Certificate must be dated.)
anthony.bowers@wintervillenc.com
Email Address of Finance Officer

Contract to Audit Accounts (cont.) Town of Winterville
Governmental Unit N/A
Discretely Presented Component Units (DPCU) if applicable

**** This page to be completed by Discretely Presented Component Unit named in this Audit contract****

DPCU Governmental Unit Signatures:

N/A
Name of Discretely Presented Government

By _____
DPCU Board Chairperson: Type or print name and title

Signature of Chairperson of DPCU governing board

Signature Date _____

By _____
Chair of Audit Committee - Type or print name

Signature of Audit Committee Chairperson **

Signature Date _____

*** If Discretely Presented Government Unit has no audit committee, mark this section "N/A"*

Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a)

Pre-Audit Certificate to be completed if the DPCU audit fee is changed in the Amended Contract:

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

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

By _____
DPCU Finance Officer:
Type or print name

DPCU Finance Officer Signature

Date _____
(Pre-audit Certificate must be dated.)

Email Address of Finance Officer

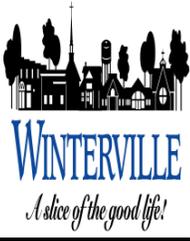
Governmental Unit

N/A

Discretely Presented Component Units (DPCU) if applicable

Steps to Completing the Amended Audit Contract

1. **Complete all parts of the Header Information** – Include the audit firm name, Unit name, Discretely Presented Component Unit (DPCU) name if applicable (indicate N/A if not applicable), original contract date, fiscal year end date, and original audit report due date.
2. **Explanation for Amending Audit contract** - Previously we required a separate letter of explanation to accompany amended audit contracts. The explanation is now to be included in the body of the amended audit contract detailing the reason for the extension of time request and the steps the unit and auditor will take to prevent a recurrence of lateness with subsequent year's audits.
3. **Signature Area** – The same people that signed the original audit contract must also sign the amended audit contract. If there has been a change in staff of the person(s) who signed the original audit contract, indicate this in the explanation area of the amended contract. Make sure all applicable signatures are evident and properly dated. NOTE - If the original audit contract named and included auditing a DPCU that is a *Public Authority under the Local Government Budget and Fiscal Control Act*, the Board chairperson (and finance officer if there is a fee change) of the DPCU **must also sign** the amended audit contract in the areas indicated on Page 3.
4. **Governing Board Approval** - Amended audit contracts must ALSO be approved by the Unit's governing board pursuant to G.S. 159-34(a). Indicate this new date on the amended contract under the signatures on Page 2. This includes the date the DPCU governing board approved the amended audit contract (if applicable) on page 3.
5. **Pre-Audit Certificate** is to be completed by the finance officers if there is a change in fee. This should be noted in the explanation.
6. **Reminders:**
 - a. Provide correct email addresses for the audit firm and Unit finance officer as these will be used to communicate official approval of the audit contract.
 - b. Has the name and title of the Mayor or Chairperson of the Unit's Governing Board and the DPCU's Chairperson (if applicable) been typed or legibly printed on the contract and has he/she signed in the correct area directly under the Auditor's signature?
7. **Sending amended audit contract** - After all the signatures have been obtained and the amended audit contract and is complete, please convert the signed contract into PDF form and submit it for LGC approval. Send the amended audit contract using the most current audit contract submission process. The current process will be found at the NC Treasurer's web site at the following link – <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 9, 2018

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Harris Tract A (Parcel No. 10262 / Villa Grande, Phase 2).

Action Requested: Set Public Hearing for Annexation May 14, 2018.

Attachments: Annexation Map, Annexation Petition and Metes and Bounds.

Prepared By: Bryan Jones, Planning Director.

Date: 3/28/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

Raymond C. Harris, Jr. and Carolyn B. Harris are applying for annexation of "Harris Tract A" (Villa Grande, Phase 2).

Location: Red Forbes Road/Pocosin Road (Parcel Numbers: 10262). North of intersection with NC 903 S.

Size: 18.34 acres.

Zoned: AR

Annexation Process:

1st Council Meeting: Direct Town Clerk to Investigate the Sufficiency of the Annexation.

2nd Council Meeting: Schedule a Public Hearing for the Annexation.

3rd Council Meeting: Hold Public Hearing on the Annexation.

Budgetary Impact: TBD.

Recommendation: Set Public Hearing Date for May 14, 2018.

PETITION REQUESTING ANNEXATION

Date: 3/1/2018

To the Mayor and Town Council of the Town of Winterville:

1. We the undersigned owners of real property respectfully requested that the area described in Paragraph 2 below be annexed to the Town of Winterville.

2. The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

See attached Exhibit "A".

Name: **Raymond C. Harris, Jr. (Owner)**

Address: **684 Pocosin Road**
Winterville, NC 28590

Signature Raymond C. Harris Jr. 3-01-18
Date

Name: **Carolyn B. Harris (Owner)**

Address: **684 Pocosin Road**
Winterville, NC 28590

Signature Carolyn B. Harris 3-01-18
Date

Exhibit "A"
Legal Description
Winterville, Pitt County, North Carolina

Beginning at a Point, said Point being the northwestern most corner of Tract 1 as shown on that certain plat entitled "Survey Shivers – Faulkner Division" dated June 10, 2015 as recorded in Book 79, Page 18 in the Pitt County Register of Deeds.

Thence, from said Point of Beginning, along and with the western property line of Tract 1, South 27 degrees 30 minutes 00 seconds West for a distance of 327.00 feet to a point;
Thence, South 03 degrees 20 minutes 00 seconds West for a distance of 134.00 feet to a point;
Thence, South 22 degrees 00 minutes 00 seconds East for a distance of 746.00 feet to a point;
Thence, North 86 degrees 30 minutes 00 seconds West for a distance of 136.50 feet to a point;
Thence, South 70 degrees 00 minutes 39 seconds West for a distance of 21.80 feet to a point in the center of Cabin Creek Branch;
Thence, along and with Cabin Creek Branch, North 15 degrees 43 minutes 12 seconds West for a distance of 19.33 feet to a point;
Thence, North 30 degrees 46 minutes 18 seconds West for a distance of 50.19 feet to a point;
Thence, North 61 degrees 09 minutes 24 seconds West for a distance of 46.52 feet to a point;
Thence, North 64 degrees 36 minutes 03 seconds West for a distance of 54.97 feet to a point;
Thence, North 65 degrees 39 minutes 50 seconds West for a distance of 37.81 feet to a point;
Thence, North 65 degrees 39 minutes 50 seconds West for a distance of 99.28 feet to a point;
Thence, North 63 degrees 52 minutes 24 seconds West for a distance of 106.83 feet to a point;
Thence, North 66 degrees 17 minutes 07 seconds West for a distance of 123.77 feet to a point;
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Thence, South 88 degrees 59 minutes 34 seconds West for a distance of 82.90 feet to a point;
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Thence, North 42 degrees 01 minutes 13 seconds West for a distance of 178.07 feet to a point;
Thence, North 84 degrees 15 minutes 00 seconds East for a distance of 1334.91 feet to the Point of Beginning;

Containing 18.34 acres, more or less.

Together with and subject to covenants, easements, and restrictions of record.

End of Legal Description

CERTIFICATE OF SUFFICIENCY

VILLA GRANDE, PHASE 2 - HARRIS TRACT A

To the Town Council of the Town of Winterville, North Carolina:

I, Amy Parker Barrow, Acting Town Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described herein, in accordance with NCGS 160A-58.1.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Winterville this the 5th day of April, 2018.





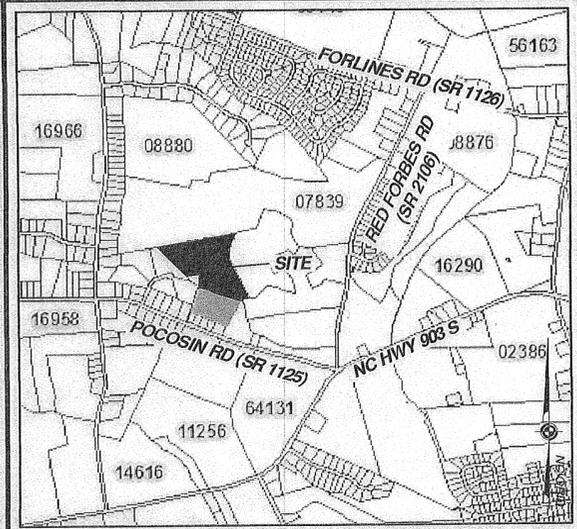
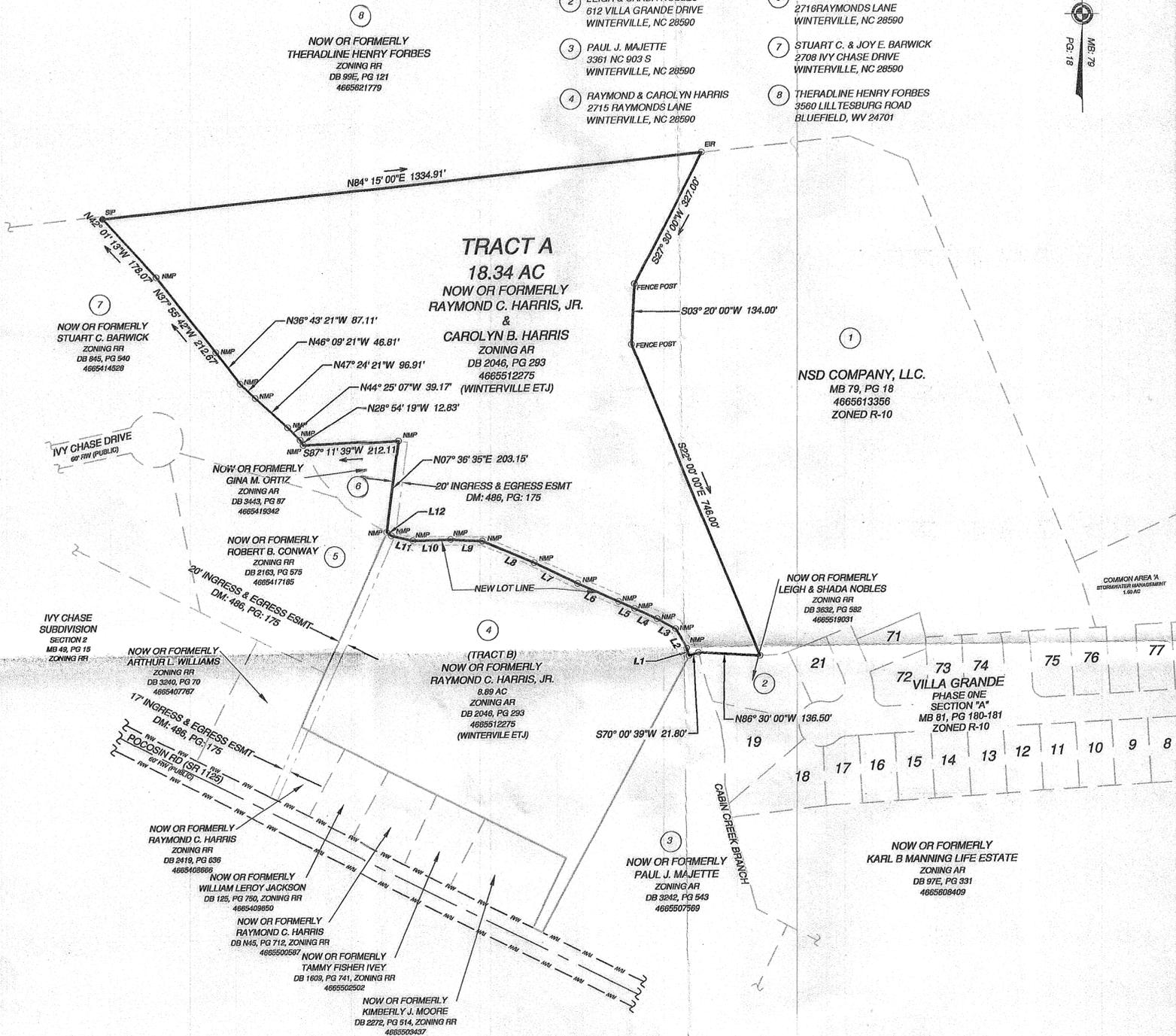
Amy Parker Barrow, Acting Town Clerk

LINE DATA

L#	BEARING	DISTANCE
L1	N15° 43' 12"W	19.33'
L2	N30° 46' 18"W	50.19'
L3	N61° 09' 24"W	46.52'
L4	N64° 36' 03"W	54.97'
L5	N65° 39' 50"W	37.81'
L6	N65° 39' 50"W	89.28'
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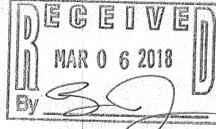
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2708 IVY CHASE DRIVE
WINTERVILLE, NC 28590
- 8 THERADLINE HENRY FORBES
3560 LILLESBURG ROAD
BLUEFIELD, WV 24701



VICINITY MAP

GENERAL NOTES

- ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS, NO GRID FACTORS APPLIED.
- DEED REFERENCES: DEED BOOK 2046, PAGE 293 & DEED BOOK 43, PAGE 299.

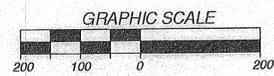


ACCEPTED FOR THE TOWN OF WINTERVILLE

MAYOR _____
ORDINANCE NO: _____
EFFECTIVE DATE: _____

EXEMPT PURSUANT TO SEC. 154.05 OF THE TOWN OF WINTERVILLE SUBDIVISION ORDINANCE.

DATE _____ SUBDIVISION ADMINISTRATOR _____



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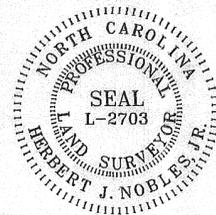
CERTIFICATE OF SURVEY AND ACCURACY

I, HERBERT J. NOBLES, JR., CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL SURVEY MADE BY ME OR INFORMATION FOUND IN DEED BOOK 2046, PAGE 293 RECORDED AND MAP IN PITT COUNTY REGISTER OF DEEDS. THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN MAP BOOK 49, PAGE 15 THAT THE RATIO AS CALCULATED IS 1: 3234 THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL, THIS _____ DAY OF _____ A.D. 2018.

REGISTRATION NUMBER L-2703

THIS SURVEY DOES NOT CREATE A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATED PARCELS OF LAND.



TYPICAL ELEMENT SYMBOLOGY

○ EIP	EXISTING IRON PIPE	HYD	FIRE HYDRANT
○ EIR	EXISTING IRON ROD	WM	WATER METER
○ SIP	SET/NEW IRON PIPE	WV	WATER VALVE
△ EMAG	EXISTING 'MAG' NAIL	SMH	SEWER MANHOLE
△ SMAG	SET/NEW 'MAG' NAIL	SC	SEWER CLEAN-OUT
△ EPK	EXISTING 'PK' NAIL	SV	SEWER VALVE
△ SPK	SET/NEW 'PK' NAIL	AD	AREA DRAIN
□ ECM	EXISTING CONCRETE MONUMENT	CB	CATCH BASIN
□ SCM	SET/NEW CONCRETE MONUMENT	GV/GM	GAS VALVE/MARKER
■ CC	CONTROL CORNER	P	UTILITY POLE
■ NMP	NON-MONUMENTED POINT	PED	UTILITY PEDESTAL
(T)	TOTAL DISTANCE	OHU	OVERHEAD UTILITIES
TIE	TIE LINE	TBR	TO BE REMOVED
R/W	RIGHT OF WAY	SQFT	SQUARE FEET
CL	CENTERLINE	AC	ACRES
PL	PROPERTY LINE	L#	LINE TABLE
MBL	MINIMUM BUILDING LINE	C#	CURVE TABLE
D&UE	DRAINAGE & UTILITY EASEMENT	10' x 70'	SIGHT TRIANGLE
ESMT	EASEMENT	OS	OFFSITE SEPTIC AREA
CDS	CUL-DE-SAC		

**STATE OF NORTH CAROLINA
PITT COUNTY**

I, _____ REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE: / / REVIEW OFFICER _____

**CERTIFICATION OF REGISTRATION BY REGISTER OF DEEDS
PITT COUNTY NORTH CAROLINA**

FILED FOR REGISTRATION THIS _____ DAY OF _____, 2018 A.D.
AT _____ (AM/PM) AND DULY RECORDED IN PLAT CABINET _____,
SLIDE(S) _____, AND BOOK _____, PAGE _____
REGISTER OF DEEDS _____

ANNEXATION MAP

TRACT A

TOWN OF WINTERVILLE	PITT COUNTY	NORTH CAROLINA
CURRENT OWNER		
RAYMOND C. JR. & CAROLYN B. HARRIS 684 POCOSIN ROAD WINTERVILLE, NORTH CAROLINA 28590		
SCALE: 1" = 200'	DATE: 3/6/2018	
PROJECT #: 2015-004	SHEET: 1 of 1	

THOMAS ENGINEERING, PA est 1983
civil engineering • land surveying • project management

Physical Address: 1316-B Commerce Drive, New Bern, NC 28562
Mailing Address: P.O. Box 1309, New Bern, NC 28563
www.ThomasEngineeringPA.com
Office: 252.637.2727 Fax: 252.636.2448



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Old Business

Meeting Date: April 9, 2018

Presenter: Travis Welborn, Public Works
Director

Item to be Considered

Subject: Update on Proposed Railroad Street One-Way and Parking Directional Changes.

Action Requested: Direction from Council.

Attachments: Certified Bid Tab.

Prepared By: Ben Williams, Assistant Town Manager

Date: 4/9/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

The Town Council recently voted to re-stripe Railroad Street between Main Street and Depot Street for one-way traffic. Staff contacted ARK Consulting, a local engineering firm, to design the new traffic pattern and parking space layout and have a Contractor complete the work. After some initial investigations and a survey of the existing layout, the Engineer discovered that the existing street would not meet Federal ADA requirements for handicap accessibility if it were re-striped in its current condition. The Engineer also determined that the street and parking spaces do not currently meet the ADA requirements. In order to bring the Town into compliance with the American's with Disabilities Act staff requested that the Engineer perform additional survey to determine what improvements are necessary and how much they would cost in order to bring the street into compliance with ADA and provide for one-way traffic. The findings of this study were presented to Council in January.

As a result of Council's direction in the January meeting, staff received four (4) bids on the construction of the proposed necessary improvements. The low bidder (Tripp Brothers, Inc.) provided a price of \$34,208.25.

Budgetary Impact: Funds for any necessary improvements will need to be budgeted for in next fiscal year's budget or taken from fund balance.

Recommendation: Seeking Council's direction

April 2, 2018

Mr. Travis Welborn, PE
Public Works Director
Town of Winterville
PO Box 1459
Winterville, North Carolina 28590

Subject: Town of Winterville - Railroad Street On-Street Parking Improvements

Dear Mr. Welborn:

Proposals were received for the subject project in the Town of Winterville's Conference Room located in Town Hall on March 29, 2018. Along with the bidding contractors, I was in attendance as were Ben Williams and Kristin Godley representing the Town of Winterville. The following brief synopsis describes what occurred at the Bid Opening:

- 1) The period for bidding was closed promptly at 2:00 p.m.;
- 2) Bids were opened, the names of each bidder were read aloud, along with the respective license number, acknowledgement of receipt the addendum, bid security, and the amount of the total base bid.

The certified bid tabulation is attached for your use. The low, responsive, responsible proposal is as follows:

Contractor:	Tripp Bro's, Inc. PO Box 128 Ayden, NC 28513
Total Base Bid:	\$34,208.25

Please do not hesitate to contact me should you have additional questions or need additional information.

Respectfully submitted,
Ark Consulting Group, PLLC



Bryan C. Fagundus, P.E.
Principal

Enclosures

ARK CONSULTING GROUP, PLLC
 BID TABULATION SHEET

OWNER: Town of Winterville
 PROJECT: Railroad Street On-Street Parking Improvements
 LOCATION: Winterville, NC
 BIDS OPENED: Thursday, March 29, 2018

CERTIFICATION

[Handwritten Signature]
 I CERTIFY THAT THIS IS A TRUE RECORD OF BIDS RECEIVED.



CONTRACTOR ADDRESS	Tripp Bro's Inc. PO Box 128 Ayden, NC 28513 54826	ER Lewis Construction Company PO Box 565 Greenville, NC 27858 8361	Carolina Earth Movers, Inc. 2252 Allpine Taylor Road Greenville, NC 27834 38881	Lanier Construction Co., Inc. 1505 Browntown Road Snow Hill, NC 28590 18152	Garris Grading & Paving 5950 Gay Rd. Farmville, NC 27828	Moses Paving & Asphalt Repair, LLC 381 Evergreen Dr. Winterville, NC 28590
License No.						
Bid Bond	5%	5%	5%	5%	DID NOT SUBMIT A BID	DID NOT SUBMIT A BID
Minority Business Participation Docs Received	Yes	Yes	Yes	Yes		
Addendum No. 1 Received	Yes	Yes	Yes	Yes		

ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	COST										
----------	------	------	-------------	------------	------	------------	------	------------	------	------------	------	------------	------	------------	------

Base Bid

No.	Est. Qty.	Description	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST						
1	1	LS Mobilization and Bonding (3% +/-)	\$ 975.00	\$ 975.00	\$ 1,800.00	\$ 1,800.00	\$ 2,277.77	\$ 2,277.77	\$ 2,100.00	\$ 2,100.00	\$ -	\$ -	\$ -	\$ -
2	1	LS Traffic Control	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00	\$ 4,200.00	\$ 4,200.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
3	18	LF Remove Exist. Curb & Gutter	\$ 10.00	\$ 180.00	\$ 32.00	\$ 576.00	\$ 34.20	\$ 615.60	\$ 25.00	\$ 450.00	\$ -	\$ -	\$ -	\$ -
4	145	SF Remove Exist. Concrete Sidewalk	\$ 10.35	\$ 1,500.75	\$ 6.50	\$ 942.50	\$ 9.00	\$ 1,305.00	\$ 2.25	\$ 326.25	\$ -	\$ -	\$ -	\$ -
5	435	SY Remove Exist. Stone Base & Asphalt	\$ 3.00	\$ 1,305.00	\$ 25.40	\$ 11,049.00	\$ 25.80	\$ 11,223.00	\$ 25.00	\$ 10,875.00	\$ -	\$ -	\$ -	\$ -
6	1	LS General Grading	\$ 2,500.00	\$ 2,500.00	\$ 5,900.00	\$ 5,900.00	\$ 14,400.00	\$ 14,400.00	\$ 17,000.00	\$ 17,000.00	\$ -	\$ -	\$ -	\$ -
7	100	CY Undercut Excavation w/ Select Backfill	\$ 16.00	\$ 1,600.00	\$ 30.00	\$ 3,000.00	\$ 32.40	\$ 3,240.00	\$ 30.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
8	1	EA Accessible Ramp	\$ 1,050.00	\$ 1,050.00	\$ 3,200.00	\$ 3,200.00	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
9	18	LF 24" Concrete Curb & Gutter	\$ 50.00	\$ 900.00	\$ 39.25	\$ 706.50	\$ 38.40	\$ 691.20	\$ 70.00	\$ 1,260.00	\$ -	\$ -	\$ -	\$ -
10	385	SY 8" CABC	\$ 9.70	\$ 3,734.50	\$ 19.00	\$ 7,315.00	\$ 36.00	\$ 13,860.00	\$ 25.00	\$ 9,625.00	\$ -	\$ -	\$ -	\$ -
11	385	SY 3" Asphalt Surface Course	\$ 29.00	\$ 11,165.00	\$ 28.60	\$ 11,011.00	\$ 34.03	\$ 13,101.55	\$ 40.00	\$ 15,400.00	\$ -	\$ -	\$ -	\$ -
12	1	LS Concrete Accessible Parking Spaces	\$ 3,000.00	\$ 3,000.00	\$ 3,350.00	\$ 3,350.00	\$ 1,020.00	\$ 1,020.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ -	\$ -
13	1,665	SY Seal Coat	\$ 1.20	\$ 1,998.00	\$ 2.05	\$ 3,413.25	\$ 2.12	\$ 3,529.80	\$ 1.80	\$ 2,997.00	\$ -	\$ -	\$ -	\$ -
14	1	LS Paint Striping & Signage	\$ 1,800.00	\$ 1,800.00	\$ 6,436.75	\$ 6,436.75	\$ 5,739.48	\$ 5,739.48	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -
Subtotal			\$ 34,208.25	\$ 34,208.25	\$ 62,200.00	\$ 62,200.00	\$ 78,203.40	\$ 78,203.40	\$ 84,533.25	\$ 84,533.25	\$ -	\$ -	\$ -	\$ -
TOTAL BASE BID			\$ 34,208.25	\$ 34,208.25	\$ 62,200.00	\$ 62,200.00	\$ 78,203.40	\$ 78,203.40	\$ 84,533.25	\$ 84,533.25	\$ -	\$ -	\$ -	\$ -

NOTE: * indicates a correction made to the original bid submitted.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 9, 2018

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Preliminary Plat - Eli's Ridge Subdivision.

Action Requested: Approval of Preliminary Plat.

Attachments: Preliminary Plat.

Prepared By: Bryan Jones, Planning Director

Date: 3/28/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

Eli's Ridge Preliminary Plat:

Location: Worthington Road east of its intersection with Old Tar Road

Parcel Numbers: 24023, 25886, 25940

Site Data: 228 Lots, 110.1738 Acres

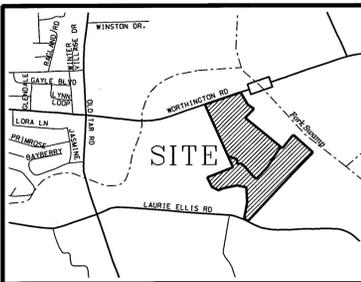
Zoning District: R-10 – 124 lots

R-8 CUD – 104 lots

*Planning and Zoning Board unanimously recommended approval of the preliminary plat at the February 19, 2018 meeting.

Budgetary Impact: TBD.

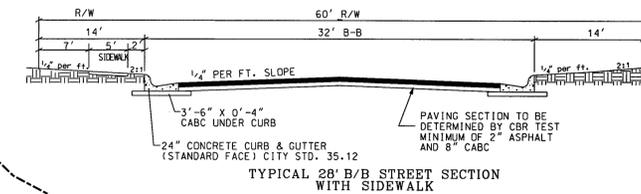
Recommendation: Approve Preliminary Plat .



VICINITY MAP
SCALE: 1"=400'

SITE DATA

AREA IN ZONE R-10.....	57.7934 AC.
AREA IN ZONE R-8CUD.....	52.3804 AC.
TOTAL AREA.....	110.1738 AC.
ZONING.....	R-10 and R-8CUD
NUMBER OF LOTS	
R-10.....	124
R-8 CUD.....	104
TOTAL.....	228
SMALLEST LOT SIZE	
R-10.....	12,000 SF
R-8 CUD.....	9,200 SF
LINEAL FEET IN STREET	
R-10.....	7,222 LF
R-8 CUD.....	5,485 LF
TOTAL.....	12,707 LF
ACRES IN PARKS, RECREATION OR COMMON AREA.....	1.3 AC
ACRES IN WETLANDS	14.5314 AC



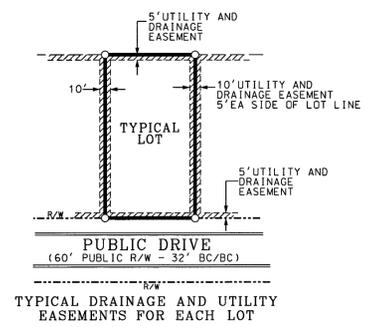
LEGEND

EIP	EXISTING IRON PIPE
NIS	NO IRON SET
ECN	EXISTING CONCRETE NAIL
NPS	NO POINT SET
NIS PDL	NEW IRON SET POINT ON LINE
EIA	EXISTING IRON AXLE
EIS	EXISTING IRON STAKE
R/W	RIGHT OF WAY
MAG	MAGNETIC
CL	CENTERLINE
R	PROPERTY LINE

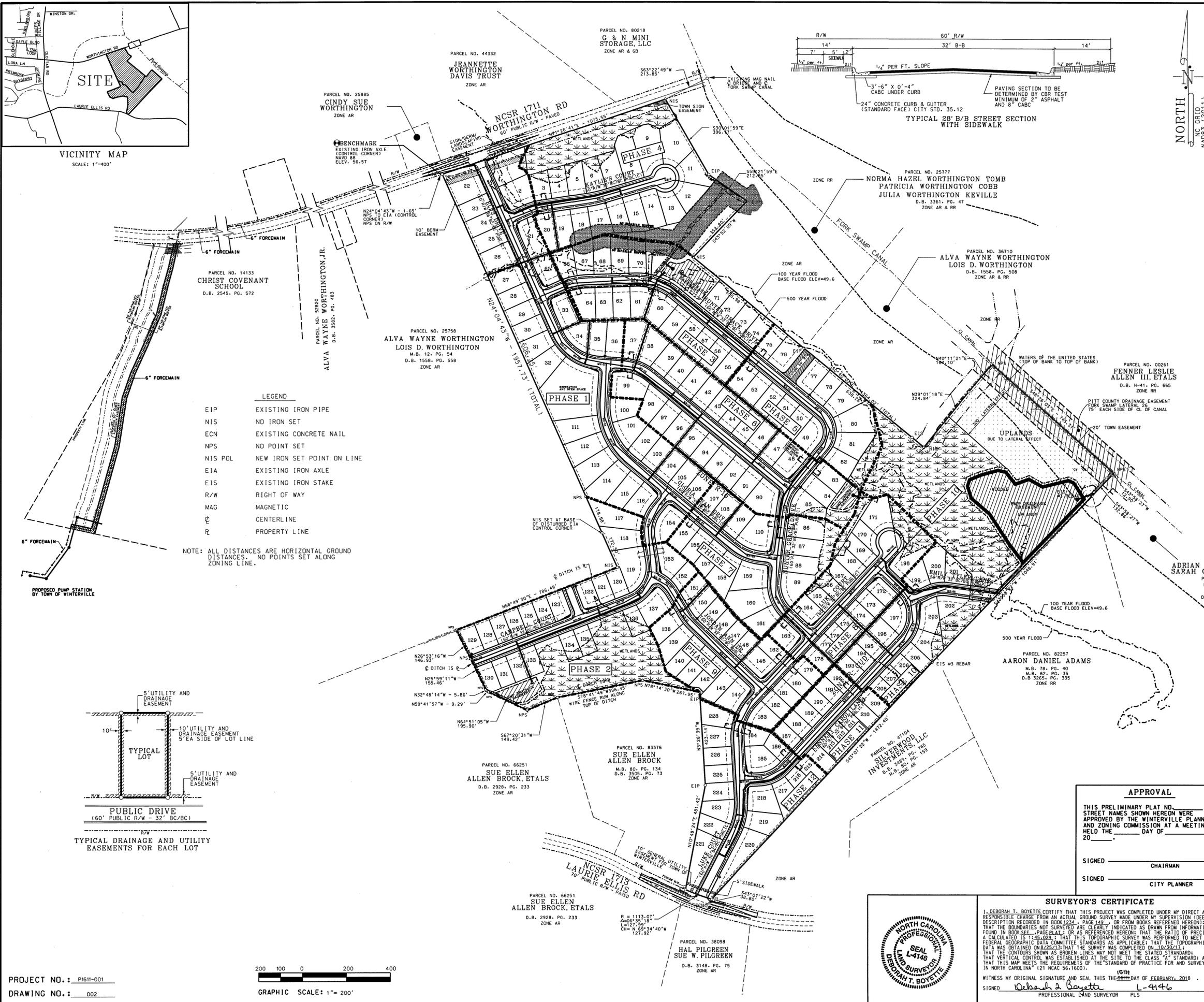
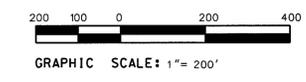
NOTE: ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES. NO POINTS SET ALONG ZONING LINE.

- NOTES:**
- A PORTION OF THE PROPERTY IS WITHIN A SPECIAL FLOOD HAZARD AREA AS PER FIRM MAP NO. 3720468400J, PANEL 4684 DATED 1/2/2004.
 - ALL RADI FOR CURBING AT STREET INTERSECTIONS TO BE 30' UNLESS OTHERWISE NOTED.
 - PROPERTY CORNERS AT STREET INTERSECTIONS SHALL BE ROUNDED WITH A MIN. OF 20' RADIUS.
 - ALL LOTS LINES SHALL BE SUBJECT TO A TEN (10) FOOT UTILITY EASEMENT CENTERED ON THE LOT LINE.
 - THERE SHALL BE A 10' WIDE EASEMENT OVER ALL GAS LINES AS INSTALLED.
 - THERE SHALL BE NO DRIVEWAY CONNECTIONS ON LAURIE ELLIS ROAD.
 - A HOMEOWNERS ASSOCIATION SHALL BE FORMED TO PROVIDE FOR MAINTENANCE OF THE BACK YARD SWAILS AND THE STORM WATER DETENTION PONDS AND COMMON AREAS.
 - CONSTRUCTION PLANS SHALL BE APPROVED BY THE TOWN OF WINTERVILLE PRIOR TO THE CONSTRUCTION OF ANY STREETS INTENDED FOR PUBLIC DEDICATION AND/OR THE CONSTRUCTION OF WATER, SEWER, AND STORM DRAINAGE SYSTEMS.
 - ALL REQUIRED IMPROVEMENTS SHALL CONFORM TO THE TOWN OF WINTERVILLE MSDD.
 - HYDRAULIC ANALYSIS IS REQUIRED.
 - MAIL BOX KIOSK LOCATIONS TO BE SUBMITTED WITH CONSTRUCTION PLANS.
 - ALL LOTS SHALL EQUAL OR EXCEED MINIMUM DEVELOPMENT STANDARDS.
 - NCDOT DRIVEWAY PERMIT REQUIRED.
 - DITCHES REQUIRING A 48" DIAMETER PIPE OR LESS SHALL BE PIPED. DITCHES AND WATER COURSES WHICH REQUIRE PIPES LARGER THAN 48" SHALL BE EVALUATED FOR A 100-YR FLOOD ELEVATION.
 - FINAL STORM DRAIN PIPE SIZES AND SUPPORTING CALCULATIONS SHALL BE SUBMITTED WITH THE CONSTRUCTION PLANS.
 - EROSION CONTROL PLAN IS REQUIRED.
 - LOTS WITH BACKFILL WILL HAVE TO HAVE COMPACTION TEST PERFORMED AND RESULTS SUBMITTED TO THE BUILDING INSPECTIONS DEPARTMENT FOR APPROVED FOOTING INSPECTIONS OF STRUCTURES BUILT ON THESE PROPERTIES.

- FIRE/EMS NOTES:**
- HYDRANTS ARE LOCATED SO THAT THE DISTANCE BETWEEN HYDRANTS SHALL NOT EXCEED 500'.
 - TYPICAL STREET SECTION IS 32' BC-BC.
 - MINIMUM CUL-DE-SAC DIAMETER IS 96'.



PROJECT NO.: P1611-001
DRAWING NO.: 002



APPROVAL

THIS PRELIMINARY PLAT NO. _____ AND STREET NAMES SHOWN HEREON WERE APPROVED BY THE WINTERVILLE PLANNING AND ZONING COMMISSION AT A MEETING HELD THE _____ DAY OF _____ 20____.

SIGNED _____ CHAIRMAN
SIGNED _____ CITY PLANNER

SURVEYOR'S CERTIFICATE

I, DEBORAH T. BOYETTE CERTIFY THAT THIS PROJECT WAS COMPLETED UNDER MY DIRECT AND RESPONSIBLE CHARGE FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION (SEE DESCRIPTION RECORDED IN BOOK 1234, PAGE 149, OR FROM BOOKS REFERENCED HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ PAGE _____ OR AS REFERENCED HEREON; THAT THE RATIO OF PRECISION A CALCULATED IS 1:45,029; THAT THIS TOPOGRAPHIC SURVEY WAS PERFORMED TO MEET FEDERAL GEOGRAPHIC DATA COMMITTEE STANDARDS AS APPLICABLE; THAT THE TOPOGRAPHIC DATA WAS OBTAINED ON 8/25/2018 THAT THE SURVEY WAS COMPLETED ON 10/30/2018; THAT THE CONTOURS SHOWN AS BROWN LINES MAY NOT MEET THE STATED STANDARDS; THAT VERTICAL CONTROL WAS ESTABLISHED AT THE SITE TO THE CLASS "A" STANDARDS; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARD OF PRACTICE FOR AND SURVEYING IN NORTH CAROLINA (21 NCAC 56-1600).

15TH DAY OF FEBRUARY, 2018
SIGNED *Deborah T. Boyette* L-4146
PROFESSIONAL LAND SURVEYOR PLS

REVISIONS

BY	NO.	DATE	DESCRIPTION
DM	1	1/25/18	ADD PH. LINES
DM	2	2/9/18	TOWN COMMENTS

SEAL
NORTH CAROLINA PROFESSIONAL ENGINEER
RICHARD A. BROWN
36845

PARCEL NUMBERS: 24023, 25886, 25940

COMPOSITE PRELIMINARY PLAT

ELI'S RIDGE

REFERENCE: A PORTION OF THIS PROPERTY IS RECORDED IN DEED BOOK 1234, PAGE 149 OF THE PITT COUNTY REGISTRY.

WINTERVILLE TOWNSHIP PITT COUNTY NORTH CAROLINA

OWNER: JEANNETTE W. DAVIS TRUSTEES, ETALS	DEVELOPER: BILL CLARK HOMES OF GREENVILLE, LLC
ADDRESS: 4912 AYDEN GOLF CLUB RD AYDEN, NC 28513	ADDRESS: 200 E. ARLINGTON BLVD. GREENVILLE, NC 27858
PHONE: 704-845-1474	PHONE: 252-317-0940

DESIGNED: RAB DATE: 1/16/18
DRAWN: LHJ
APPROVED: RAB SHEET 1 OF 3





NOTE:
STANDARD LOT SIZE IN THIS SECTION IS 70'X130'.

TYPICAL CUL DE SAC DETAIL

SEE SHEET 3
FOR LAYOUT
IN THIS AREA

REVISIONS			
BY	NO.	DATE	DESCRIPTION
DM	1	2/9/18	TOWN COMMENTS



Richard A. Brown 2/15/18
RICHARD A. BROWN, P.E.

PARCEL NUMBERS: 24023, 25886, 25940

PRELIMINARY PLAT
ELI'S RIDGE
REFERENCE: A PORTION OF THIS PROPERTY IS RECORDED IN DEED BOOK 1234, PAGE 149 OF THE PITT COUNTY REGISTRY.
WINTERVILLE TOWNSHIP PITT COUNTY NORTH CAROLINA

OWNER: JEANETTE W. DAVIS TRUSTEES, ETALS
ADDRESS: 4912 AYDEN GOLF CLUB RD AYDEN, NC 28513
PHONE: 704-845-1474

DEVELOPER: BILL CLARK HOMES OF GREENVILLE, LLC
ADDRESS: 200 E. ARLINGTON BLVD. GREENVILLE, NC 27858
PHONE: 252-317-0940

APPROVAL

THIS PRELIMINARY PLAT NO. _____ AND STREET NAMES SHOWN HEREON WERE APPROVED BY THE WINTERVILLE PLANNING AND ZONING COMMISSION AT A MEETING ON _____ 20____.

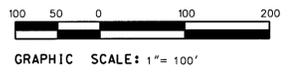
SIGNED _____ CHAIRMAN

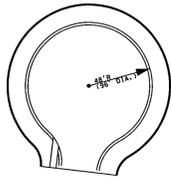
SIGNED _____ CITY PLANNER

DESIGNED: RAB DATE: 1/16/18
DRAWN: LHJ SCALE: 1"=100'
APPROVED: RAB SHEET 2 OF 3



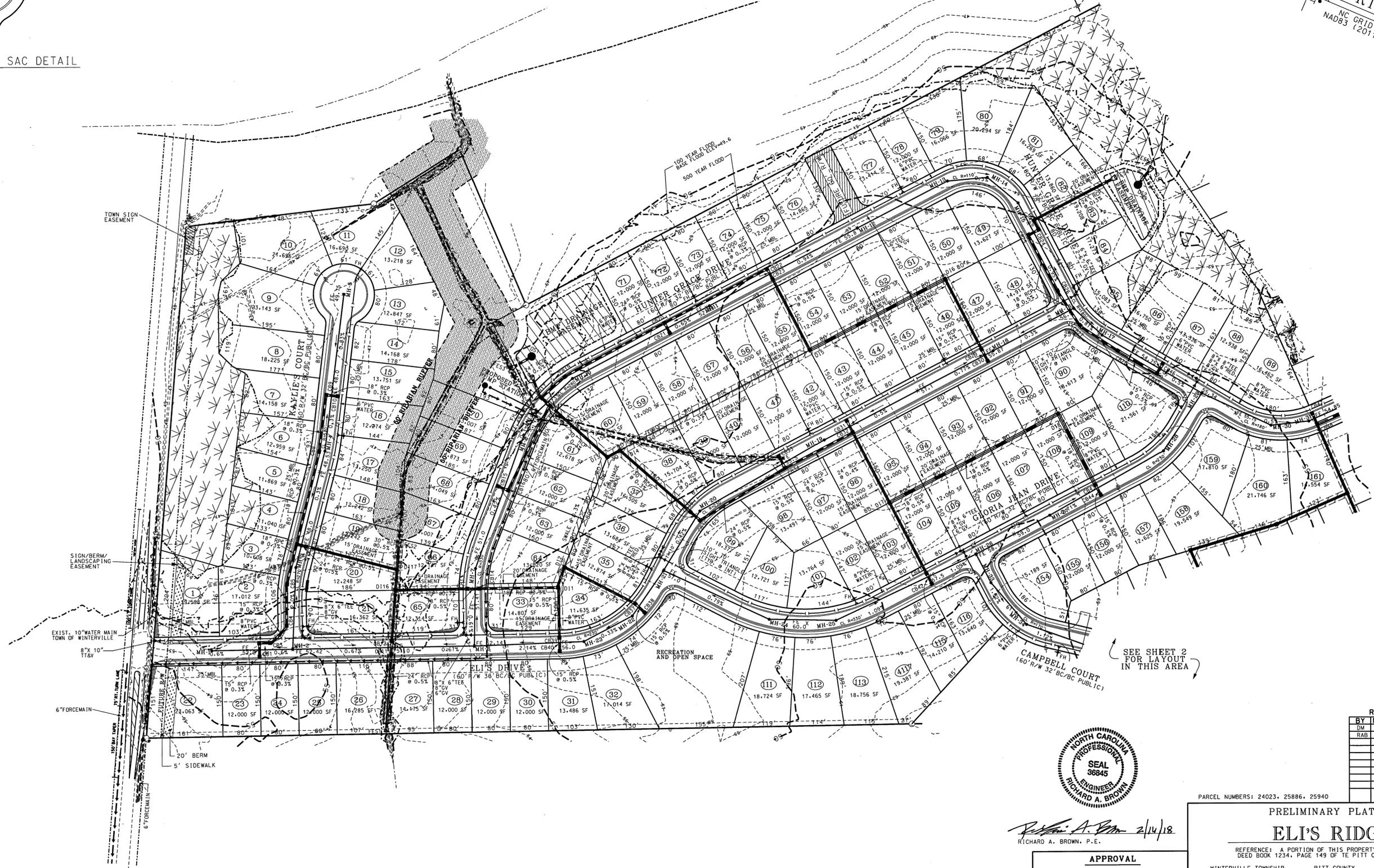
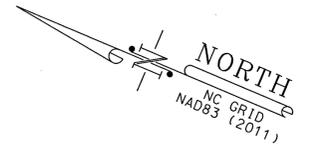
PROJECT NO.: P1611-001
DRAWING NO.: 004





TYPICAL CUL DE SAC DETAIL

- NOTES:
1. STANDARD LOT SIZE IN THIS SECTION IS 80'X150'.
 2. FUTURE R/W ALLOCATION OF 30' WITHIN THE PROJECT ALONG WORTHINGTON ROAD.
 3. PROPOSED 5' SIDEWALK INSTALLED ALONG THE FUTURE R/W. SIDEWALKS NOT TO BE INSTALLED WITHIN THE WETLANDS.
 4. PROPOSED BERM TO BE INSTALLED ALONG THE 5' SIDEWALK.



REVISIONS			
BY	NO.	DATE	DESCRIPTION
DM	1	12/29/18	TOWN COMMENTS
RAB	2	2/16/18	TWC COMMENTS



Richard A. Brown 2/14/18
 RICHARD A. BROWN, P.E.

PARCEL NUMBERS: 24023, 25886, 25940

PRELIMINARY PLAT
ELI'S RIDGE
 REFERENCE: A PORTION OF THIS PROPERTY IS RECORDED IN DEED BOOK 1234, PAGE 149 OF THE PITT COUNTY REGISTRY.
 WINTERVILLE TOWNSHIP PITT COUNTY NORTH CAROLINA

OWNER: JEANETTE W. DAVIS TRUSTEES, ETALS
 ADDRESS: 4912 AYDEN GOLF CLUB RD AYDEN, NC 28513
 PHONE: 704-845-1474

DEVELOPER: BILL CLARK HOMES OF GREENVILLE, LLC
 ADDRESS: 200 E. ARLINGTON BLVD. GREENVILLE, NC 27858
 PHONE: 252-317-0940

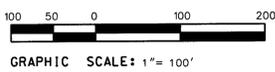
APPROVAL

THIS PRELIMINARY PLAT NO. _____ AND STREET NAMES SHOWN HEREON WERE APPROVED BY THE WINTERVILLE PLANNING AND ZONING COMMISSION AT A MEETING ON _____ 20____.

SIGNED _____ CHAIRMAN
 SIGNED _____ CITY PLANNER

DESIGNED: RAB DATE: 1/16/18
 DRAWN: LHJ DATE: 1/16/18
 APPROVED: RAB SCALE: 1"=100'
STROUD ENGINEERING, P.A.
 107-B COMMERCE STREET GREENVILLE, NORTH CAROLINA 27858
 LICENSE NO. C-0647

PROJECT NO.: P1611-001
 DRAWING NO.: 003





**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 9, 2018

Presenter: Travis Welborn, Public Works Director

Item to be Considered

Subject: 2017 Street Improvements Project – Addition of Bayberry Drive stormwater pipe

Action Requested: Approval of Proposed Change Order to replace large diameter stormwater pipe.

Attachments: Spreadsheet showing additional costs of project.

Prepared By: Ben Williams, Assistant Town Manager

Date: 4/2/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

There is a large diameter corrugated metal stormwater pipe located on Bayberry Drive in Craft Winds Subdivision experiencing undermining causing a separated joint resulting in a large sinkhole. Staff has consulted with the Town's consulting Engineer for the current street improvements project who recommends change ordering the work into the existing contract with Tripp Brother's Construction due to the current condition of the pipe and the proximity to work already included in the original project. Prolonging a permanent repair would lead to higher repair costs in the future. The contractor has provided an amount of \$20,535 for this additional work.

Budgetary Impact: A budget amendment will need to be authorized by the Town Council to transfer the approved amount for the additional work from the Powell Bill fund balance.

Recommendation: Approval of additional work.

Town of Winterville

2017 Street & Drainage Improvements

Additional Work Summary

Undercut & Backfill

Gaylord Street

Measured on 4/3/18

<u>Measured Amount</u>	<u>Quantity</u>	<u>Contract Price</u>	<u>Total Cost</u>
43'x22' @ 2' Depth	70 CY	\$28.00 CY	\$1,960.00
15'x30' @ 2' Depth	33 CY	\$28.00 CY	\$924.00
32'x22.5' @ 2' Depth	53 CY	\$28.00 CY	\$1,484.00
15'x 28' @ 2' Depth	31 CY	\$28.00 CY	\$868.00
Total	187 CY		\$5,236.00

Ange Street

Measured on 4/4/18

<u>Measured Amount</u>	<u>Quantity</u>	<u>Contract Price</u>	<u>Total Cost</u>
70'x7' @ 2' Depth	36 CY	\$28.00	\$1,008.00
26.5'x169' @ 2' Depth	332 CY	\$28.00	\$9,296.00
Total	368 CY		\$10,304.00

Pavement Patching

Drexel Lane

Measured on 4/3/18

<u>Measured Amount</u>	<u>Quantity</u>	<u>Contract Price</u>	<u>Total Cost</u>
8'x28' (8" CABC; 2" Asphalt Patch)	25 SY	\$45.90	\$1,147.50

Storm Drainage

Bayberry Lane

Per Change Order Request dated 4/4/18

<u>Measured Amount</u>	<u>Total Cost</u>
Remove / Replace 20 lf of 60" CMP	\$20,535.00 *
<i>* This is the amount that Staff is requesting Council approval for this evening.</i>	

Total \$37,222.50



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 9, 2018

Presenter: Ben Williams, Assistant Town
Manager

Item to be Considered

Subject: State Revolving Fund Loan Application – Authorizing Resolution – Sanitary Sewer Rehabilitation.

Action Requested: Adopt Authorizing Resolution.

Attachments: Authorizing Resolution.

Prepared By: Ben Williams, Assistant Town Manager

Date: 4/2/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

Due to the Town not receiving previously applied for CDBG-Infrastructure grant funding, staff is continuing to search for opportunities to fund large scale, costly improvement projects. The NC Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) will be accepting applications for water and sewer improvement projects for the Spring 2018 round.

Although the Town has made significant improvements to the existing collection system with past and currently underway projects, the sanitary sewer collection system is in need of continued rehabilitation. There are rehabilitation needs identified by staff and consultants totaling approximately \$3,500,000. It is staff's intent to submit an application for areas targeted in the CDBG-I application and identified in the recently developed Asset Management Plan.

Applications are due April 30, 2018 with Notice of Funding anticipated to occur in July 2018. If approved for funding, Council will have the opportunity to decide whether or not to accept the loan offer.

Budgetary Impact: Long-term (20-year) repayment of the accepted loan amount if approved for funding.

Recommendation: Adoption of Authorizing Resolution.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of rehabilitation and construction of wastewater collection systems, and

WHEREAS, The Town of Winterville has need for and intends to construct improvements to the existing wastewater collection system described as Sanitary Sewer System Rehabilitation 2018, and

WHEREAS, The Town of Winterville intends to request state loan and grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF WINTERVILLE:

That the Town of Winterville, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan/grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Winterville to make scheduled repayment of the loan, to withhold from the Town of Winterville any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Terri Parker, Town Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan/grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 9th day of April, 2018 at Winterville, North Carolina.

(Signature of Chief Executive Officer)

(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Winterville does hereby certify:
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Winterville Town Council duly held on the 9th day of April, 2018; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2018.

(Signature of Recording Officer)

(Title of Recording Officer)



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 9, 2018

Presenter: Travis Welborn, Public Works Director

Item to be Considered

Subject: Award of Contract for Chapman Street Culvert Replacement.

Action Requested: Award of Contract to Freese and Nichols.

Attachments: N/A.

Prepared By: Ben Williams, Assistant Town Manager

Date: 4/2/2018

ABSTRACT ROUTING:

TC

FD

TM 4/6/2018

Final 4/6/2018

Supporting Documentation

Flooding due to Hurricane Matthew on October 8, 2016 caused various streets and utilities damage throughout the Town. Damage occurred to existing storm water culverts, road bedding and asphalt surfaces. An undersized culvert at 2457 Chapman Street let to flooding upstream. The existing drainage system consists of two (2) 60-inch diameter corrugated metal pipes and six (6) curb inlets. A recently compiled drainage study recommended two (2) 6'x5' reinforced concrete box culverts.

The Town received a \$1,094,000 grant from the Department of Commerce/Gold Leaf Foundation for the replacement of the undersized culvert and repair of adjacent erosion.

Staff developed a Request for Qualifications for professional services related to this project. Four (4) forms submits proposals in response to the RFQ. The consultant will be charged with confirming that the proposed box culverts are appropriately sized and implementation of the Town's selected drainage alternative and associated road surface repairs.

Upon review of the proposals submitted, Staff is recommending Freese and Nichols be selected to perform the engineering services.

Budgetary Impact: Project will be funded through the grant received through the Department of Commerce/Golden Leaf Foundation.

Recommendation: Award of Contract to Freese and Nichols.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 9, 2018

Presenter: Terri L. Parker, Town Manager

Item to be Considered

Subject: Contract Amendment for Solid Waste with Waste Industries, LLC.

Action Requested: Discussion and Council Direction.

Attachments: Contract Amendment.

Prepared By: Terri L. Parker, Town Manager

Date: 4/6/2018

ABSTRACT ROUTING:

TC

FD

TM 4/6/2018

Final 4/6/2018

Supporting Documentation

The Town of Winterville has contracted with Waste Industries, LLC for residential solid waste services for several years. The time has come for to amend the contract and the contract amendment is attached for review.

Mike Donovan, Facilities Manager and Pat Luce, Government Contracts Manager will be in attendance to answer any questions.

Currently the Town is paying Waste Industries \$7.08 garbage and \$3.44 for recycling. Total cost per customer is \$10.52. We charge \$11.50 per month per household (assuming one solid waste can and one recycling can).

Budgetary Impact: No budgetary impact for the FY 2018-2019 Fiscal Year. Subsequent years will be increases the CPI-U, South Region Index.

Recommendation: Council Direction.

State of North Carolina
County of Pitt

**AMENDMENT OF CONTRACT AGREEMENT
BETWEEN THE TOWN OF WINTERVILLE AND WASTE INDUSTRIES, LLC**

This amendment of the contract made between The Town of Winterville and Waste Industries, LLC effective September 1, 2009:

Section 8: Contract Term and Performance

Contract will be extended a 3 year period beginning August 1, 2018 and ending July 31, 2021. The term of this Contract shall automatically extend without further action of the parties for an additional two (2) years, unless, not less than 90 days before the termination of the then current term, one party advises the other in writing of its desire to terminate the Contract at the conclusion of the current term of the Contract.

All other Terms and Conditions in this section remain the same.

Section 11: Adjustment of Rates

Beginning August 1, 2019 the rates will be adjusted upward to reflect changes in the cost of operations and measured by changes in the CPI-U, South Region.

All other Terms and Conditions in this section remain the same.

All other Terms and Conditions of the Contract remain the same.

In witness whereof, The Town and Contractor have executed this contract amendment as of this day and year first written:

Waste Industries, LLC

Town of Winterville

By: _____

By: _____

Name: _____

Name: _____

Title: _____

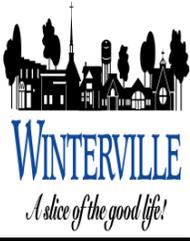
Title: _____

Date: _____

Date: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

City Finance Officer



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 9, 2018

Presenter: Anthony Bowers, Finance Director

Item to be Considered

Subject: Budget Amendment 2017-2018-08.

Action Requested: Approve the budget amendment.

Attachments: Budget Amendment 17-18-08.

Prepared By: Anthony Bowers, Finance Director

Date: 3/2/2018

ABSTRACT ROUTING:

TC

FD

TM 4/5/2018

Final 4/5/2018

Supporting Documentation

This is the eighth budget amendment for the 2017-2018 Fiscal Year.

This amendment addresses three items. The first item increases the budget so that the staff can complete all of the home repairs related to the program that the Council approved at last month's meeting. \$5,900.

The second part of the amendment is for the Water Funds portion of the new meter installed at PCC. \$4,500.

The third item addresses the need for new Check Valves at the Chapman St. lift station. The amount needed \$5,500.

Budgetary Impact: The total budget amendment is \$15,900.

Recommendation: Approve the Budget Amendment.

BUDGET ORDINANCE AMENDMENT 17-18-08

BE IT ORDAINED by the Governing Board of the Town of Winterville, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

SECTION 1. Revenues are to be changed as follows:

LINE ITEM DESCRIPTION		Fund	Increase	Decrease
Fund Balance	20 3831	Home Repair Fund	\$ 5,900	
Contribution from Fund Balance	61 3831	Water Fund	\$ 4,500	
Contribution from Fund Balance	62 3831	Serwer Fund	\$ 5,500	
Customer Billings	63 3943	Powell Bill Fund	\$ 20,535	
Total			\$ 36,435	\$ -

SECTION 2. Appropriations are to be changed as follows:

LINE ITEM DESCRIPTION		Department	Fund	Increase	Decrease
Urgent Repair Program	2049451000	4233 Finance	Home Repair Fund	\$ 5,900	
Contribution to the Meter Department	6172721000	9103	Water Fund	\$ 4,500	
Maintenance and Repair	6273732020	4230	Sewer Fund	\$ 5,500	
Paving and Resurfacing	6374742000	7150	Powell Bill Fund	\$ 20,535	
Total				\$ 36,435	\$ -

Adopted the 9th day of April 2018.

Douglas A. Jackson Mayor

Amy P. Barrow Acting Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 9, 2018

Presenter: Terri L. Parker, Town Manager

Item to be Considered

Subject: Set a Special Called Meeting to Conduct Town Manager Performance Review.

Action Requested: Council Direction.

Attachments: N/A.

Prepared By: Terri L. Parker, Town Manager

Date: 4/6/2018

ABSTRACT ROUTING:

TC

FD

TM 4/6/2018

Final 4/6/2018

Supporting Documentation

It is time once again for Council to conduct the Town Manager's performance review. Council will need to set a Special Called Meeting to conduct said review.

Budgetary Impact: TBD.

Recommendation: Council Direction.