



TOWN COUNCIL AGENDA

June 10, 2019 - 7:00 PM

WINTERVILLE TOWN HALL ASSEMBLY ROOM

- I. **CALL TO ORDER.**
- II. **INVOCATION.**
- III. **PLEDGE OF ALLEGIANCE.**
- IV. **WELCOME.**
- V. **APPROVAL OF AGENDA.**
- VI. **PRESENTATIONS:**
 1. Public Protection Classification Rating Presentation, Fire Chief Moore.
- VII. **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.*
 1. Glenn Johnson – Winterville Resident.
- VIII. **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. Approval of the following sets of Council Meeting Minutes:
 - ✓ April 29, 2019 Special Called / Budget Progress Update Meeting; and
 - ✓ May 13, 2019 Regular Council Meeting.
 2. Holly Grove, Section 1 – Annexation.
 3. Final Budget Amendment 2018-2019-06
 4. Closeout Capital Project Funds.
 - ✓ Worthington Road Interconnect Project.
 - ✓ Elevated Water Tank Rehabilitation Project.
 - ✓ Church Street Pump Station Rehabilitation and Flood Mitigation Project.
- IX. **OLD BUSINESS:**
 1. Parking Ordinance: 19-O-061.
 2. Noise Ordinance: 19-O-062.

X. NEW BUSINESS:

1. 2019-2020 Fiscal Year Budget Ordinance.
2. 2020 Census: Resolution 19-R-061.
3. Board of Adjustment Member Reassignment.
4. Planning and Zoning Board Appointments.
5. Recreation Advisory Board Appointment.
6. Stormwater Advisory Committee Appointments.
7. Award Contract for 2019 Street Improvements Project Construction.
8. Award Contract for Kiwanis Field Fence.

XI. OTHER AGENDA ITEMS:

XII. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS:

XIII. REPORTS FROM DEPARTMENT HEADS: Update on Projects Currently Underway:

- ❖ Minimum Housing/Code Enforcement (TLP)
- ❖ Tar Road Widening Project – Electric Engineering/Relocation (RS)
- ❖ New Electric Territory Engineering/Installation (RS)
- ❖ Fork Swamp Greenway Project (EJ)
- ❖ Multi-Purpose Building Site Plan (EJ)
- ❖ Winterville Market/Town Common Plan (BW)
- ❖ Winterville Land Use Plan (BJ)
- ❖ Chapman Street Culvert - Nobel Canal Drainage Basin Study (TW)
- ❖ 2018 SRF Application (Sewer Rehabilitation) (TW)

XIV. REPORTS FROM THE TOWN ATTORNEY, MAYOR AND TOWN COUNCIL, AND TOWN MANAGER.

XV. ANNOUNCEMENTS:

1. Planning and Zoning Board Meeting – Monday, June 17, 2019 – 7:00 pm - Town Hall Assembly Room.
2. Board of Adjustment Meeting – Tuesday, June 18, 2019 – 7:00 pm - Town Hall Assembly Room.
3. Market on the Square: Every Thursday through July 25, 2019 from 4:00 pm – 8:00 pm.
4. Town Office closed for Holiday – Thursday July 4, 2019.
5. No Town Council Meeting – Monday, July 8, 2019.
6. Second Primary for Special General Election – Tuesday, July 9, 2019 – 6:30 am – 7:30 pm - Winterville Operation Center and Fire Station Community Room.
7. Planning and Zoning Board Meeting – Monday, July 15, 2019 – 7:00 pm - Town Hall Assembly Room.
8. Board of Adjustment Meeting – Tuesday, July 16, 2019 – 7:00 pm - Town Hall Assembly Room.
9. ElectriCities 2019 Annual Conference – Monday, August 12, 2019 – Wednesday, August 14, 2019 - Kingsmill Resort in Williamsburg, VA.
10. Town Council Regular Meeting – Monday, August 19, 2019 – 7:00 pm – Town Hall Assembly Room.

XVI. ADJOURN.

SPECIAL NOTICE: *Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Town Clerk, Don Harvey at (252) 215-2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)*



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Presentations

Meeting Date: June 10, 2019

Presenter: David Moore, Fire Chief

Item to be Considered

Subject: Public Protection Classification Rating Presentation.

Action Requested: No Action Required.

Attachments: None

Prepared By: David Moore, Fire Chief

Date: 5/29/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

On January 22, 2019 the Town of Winterville Fire-Rescue-EMS Department was inspected by the NC Office of State Fire Marshal. We have received the results of that inspection. The presentation will cover the detailed summary of that inspection and the resulting Public Protection Classification Rating (ISO rating).

Budgetary Impact: TBD.

Recommendation: Accept presentation for information.



Name of Applicant: _____

Date: _____

Address: _____

Phone: _____

Town Council Meeting Date Requesting to Provide Comment: _____

Description of the item(s) to be presented to the Town Council Members. Please be specific.

Name(s) of Speaker(s):

(1) _____

(2) _____

(3) _____

My signature below acknowledges that I have read the Town of Winterville Public Comment Policy. I agree that as applicant, the speaker(s) named above shall adhere to the Public Comment Policy of the Town of Winterville.

Signature



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: June 10, 2019

Presenter: Donald Harvey, Town Clerk

Item to be Considered

Subject: Council Meeting Minutes.

Action Requested: Approval of Draft Minutes.

Attachment: Draft Minutes of the Council Meetings listed below.

Prepared By: Donald Harvey, Town Clerk

Date: 5/29/2019

ABSTRACT ROUTING:

TC: 6/3/2019

FD:

TM: 6/4/2019

Final: 6/4/2019

Supporting Documentation

Approval of the following sets of Council Meeting Minutes:

- April 29, 2019 Special Called/Budget Progress Meeting Minutes; and
- May 13, 2019 Regular Council Meeting Minutes.

Budgetary Impact: NA.

Recommendation: Approval of Minutes.



**Winterville Town Council
April 29, 2019 – 5:30 PM
Special Called Meeting / Budget Progress Update Minutes**

The Winterville Town Council met in a Special Called / Budget Progress Update Meeting on the above date at 5:30 PM in the Town Hall Executive Conference Room, with Mayor Douglas A. Jackson presiding. The following were present:

Douglas A. Jackson, Mayor (arrived at 5:45 pm)
Mark Smith, Mayor Pro-Tem
Ricky Hines, Councilman (arrived at 6:03 pm)
Tony Moore, Councilman
Johnny Moye, Councilman
Veronica Roberson Councilwoman
Terri L. Parker, Town Manager
Ben Williams, Assistant Town Manager
Ryan Willhite, Police Chief
David Moore, Fire Chief
Travis Welborn, Public Works Director
Robert Sutton, Electric Director
Anthony Bowers, Finance Director
Evan Johnston, Parks and Recreation Director
Bryan Jones, Planning Director
Tony Klontz,
Donald Harvey, Town Clerk

CALL TO ORDER: Mayor Pro Tem Smith called the meeting to order.

INVOCATION: Councilwoman Roberson gave the Invocation.

WELCOME: Mayor Pro Tem Smith welcomed everyone.

APPROVAL OF AGENDA:

Motion made by Councilman Moye and seconded by Councilwoman Roberson to approve the agenda. The motion carried unanimously, 4-0.

ITEMS FOR DISCUSSION:

Engineering Contract for Public Buildings Fireproofing/Improvement Projects: Town Manager Parker and Electric Director Sutton discussed the following information.

MCLAWHORN ENGINEERING, PLLC
ENGINEERING / DESIGN / CONSULTING
ONE COMMERCE SQ SUITE 204 WASHINGTON NC 27889
919.608.3738

April 10, 2019

Attention:
Mr. Robert Sutton
Town of Winterville, NC
PO Box 1459 / 2571 Railroad St.
Winterville, NC 28590

RE: Proposed design services for T.O.W. Fire Dept. & Electrical Dept. Building Improvements- ME#1884

Mr. Sutton,

This proposal is to provide design services for the project referenced above based on the scope of work below.

Scope of Work:

1. Phase 1: **Assessment / Plan Development:** Evaluate existing Fire Dept. & Electrical Dept. buildings for compliance with NC Building Code for Fire & Smoke protection features / systems including site inspection and review of existing construction documents. It is my understanding the buildings are currently not in compliance. Develop construction documents based on compliance review including Appendix B code summary, life safety plan showing fire partition/barrier locations and life safety features, updated fire alarm plan (Fire Dept. only), utility plan for fire line (Fire Dept. only). Owner to provide designer with .dwg plan file of existing buildings.
2. Phase 2: **Pre-Construction Administration:** Assist owner in bid phase including creation of bid documents / package, holding pre-bid meeting, RFI reviews, reviewing contractor qualifications, and bid proposals.
3. Phase 3: **Construction Administration:** Perform site inspections as needed, review & approve contractor pay applications with owner.

Exclusions:

1. Permit Applications & Fees including Building Permit, NCDOT Street/Driveway Access, NCDOT Encroachment Agreement, Railroad Encroachment Agreement.
2. Civil / site design not related to Fire Dept. truck bay sprinkler water supply including surveying, grading plan, utility plan, site layout plan, site lighting plan, stormwater plan, landscaping plan, etc.
3. Building / Systems design not related to scope of work above including architectural or interior evaluation or design, energy code compliance, or mechanical, electrical, plumbing system evaluation or design.
4. Creation of existing site / building drawings (.dwg CAD file to be provided by owner) or future as-built drawings.

Delivery Schedule:

Phase 1 (Assessment/plan development) completion: 4-6 weeks
Phase 2 (Pre-Con. Admin) completion: 4-6 weeks
Phase 3 (Construction administration): TBD

Billing Rates:

Engineer \$125/HR
Admin/ PM \$95/HR
Design/Drafting \$65/HR
Mileage \$0.50/Mile
Add. Sealed Copies \$5/Sheet

Fee Schedule:

Phase 1 Assessment/plan development :	\$13,000
Phase 2 Pre-construction administration:	\$4,000
Phase 3 Construction administration: hourly rates apply, total not to exceed amount shown without prior owner approval:	\$3,000
Total fees based on the scope of work above:	\$20,000.00

Proposal Acceptance:

Owner / Representative: _____ Date: _____

McLawnhorn Engineering: _____ Date: _____

Thank you for the opportunity to provide a proposal for this project.

Motion made by Councilman Moore and seconded by Councilwoman Roberson to approve the Contract with McLawhorn Engineering, PLLC for Public Buildings Fireproofing/Improvements Project. The motion carried unanimously, 4-0.

Budget Progress: Discussion led by Town Manager Parker and Finance Director Bowers presenting the following information.

Mayor Jackson arrived at 5:45 pm.



FY 2019-2020 Budget Progress Meeting **(Stay the Course!)**

April 29, 2019

Town Hall Executive Conference Room

General Fund Revenues:



DRAFT Budget is in the works – anticipate a DRAFT being delivered on May 23rd.



FY 2019-2020 Budget Calendar is attached for Council's information.



No proposed Tax change. **Current tax rate is \$0.475.**



Carolina Benefits is saying the Town should expect an increase of 5%. Met Life (the Town's dental insurance carrier is quoting **NO increase (0%)**).



Property Tax budget will be calculated with a 98% collection rate. The present year valuation is \$684,005,711 and the new valuation is **\$698,126,094** that would yield an approximate **\$65,731** in additional ad valorem revenue.



Sales and Use Tax will be budgeted the same method as we have historically. We are currently expecting a large increase of approximately **\$156,322** in sales and use tax revenues.



Powell bill estimates are expected to be slightly lower compared to FY 2018-2019. Revenues are expected to be approximately **\$251,493**.



Utility Franchise Tax revenues are expected to have a modest increase from FY 2018-2019 (\$352,405). Revenues are expected to be approximately **\$367,975**.



The Building Inspections Department continues to be busy, but with limited lots available for new buildings will limit our revenues. We are expecting a decrease of approximately **\$19,000**.



All other general fund revenues are expected to be **flat** for the 2019-2020 fiscal year.



We will have **Debt Service** ending for:

Fire – SCBA	\$ 47,800
Cemetery Land	\$ 15,000
Pierce Fire Truck	\$ 84,789
<u>Knuckle Boom</u>	<u>\$ 29,845</u>
Total	\$ 177,434

We will have new debt service starting for:

E-One Pumper	\$ 116,643
<u>Ladder Truck</u>	<u>\$ 102,094</u>
Total	\$ 218,737

Enterprise Funds:



Water revenues are expected to increase slightly with an estimated growth rate of 1% showing water sales to be approximately **\$1,467,522**.



Sewer revenues are expected to increase slightly with an estimated growth rate of 1% showing sewer sales to be approximately **\$2,076,307**. Winterville (who is a member of the Contentnea Metropolitan Sewerage District) and Winterville's contribution is set to **decrease by approximately \$95,343 for FY 2019-2020 to \$914,235**. The Sewer Fund will not have new debt this year.



Electric rates remain unknown for FY 2019-2020. Electric revenues are expected to increase slightly with an estimated growth rate of 1/2% showing electric sales to be approximately **\$6,514,429**. Rate adjustments discussed this evening will affect the estimated revenue number. The Electric Fund has a no new debt service payments this year.



Storm water sales growth is expected to be flat at the same 1%, however storm water revenues will **increase from \$486,832 to \$495,115**.

Electric Rate Discussion: Discussion led by Town Manager Parker and Electric Director Sutton presenting the following information.

Councilman Hines arrived at 6:03 pm.

REVENUES (INCOME) VERSUS EXPENDITURES (COSTS)

The Town has 3,173 customers, of which 89% (2,824), are residential customers. The residential customer base accounts for nearly 75% (\$4.675M), of the Town's electric revenues.

Revenues Include

- Electric Sales
- Service Charges and Fees

Expenses Include

- Wholesale Power Costs – NTE (account for nearly 50% of operating budget)
- Transmission Costs – Duke Energy Progress, GUC (account for approximately 9% of operating budget)
- Materials – Wire, Transformers, Meters, Lights, etc.
- Equipment – Bucket Trucks, Digger Derricks, Backhoes, Tractors, Trenchers, Trailers
- Staff – Labor (Salaries and OT)
- Debt Service – Outstanding or Unpaid Balances (Capital Improvement Projects)

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EXPENSE REDUCTIONS

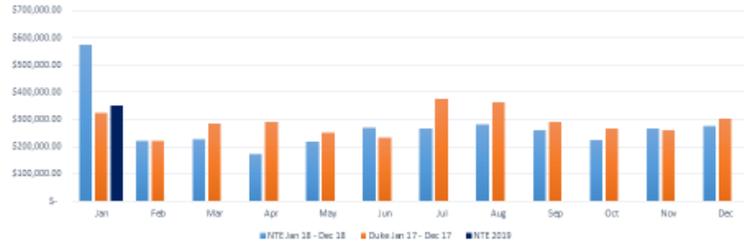
Expense Reductions, although not a source of revenue, are vital to lowering the Town's operational expenses and keeping rates low and sustainable. Staff has identified two sources, NTE for wholesale power purchases and the Public Energy Authority of Kentucky (PEAK) for a gas pre-purchase contract, that significantly reduce our Purchase Power costs.

When comparing the total wholesale purchase power costs from NTE in 2018 versus Duke in 2017 the Town realized a savings of \$207,113.73. Additionally, when identical consumption values are applied to Duke's projected 2018 charges for wholesale purchase power versus the 2018 NTE actual charges, a projected savings of \$387,612.81 would be realized.

Staff estimates a yearly savings of approximately \$114,000 attributable to the Pre-purchase Gas Contract. This savings should be realized beginning in Fiscal Year 2019/2020. This savings should also help offset the additional Transmission Fees GUC began charging in 2018. These additional charges created approximately \$78,000 in additional expenditures.

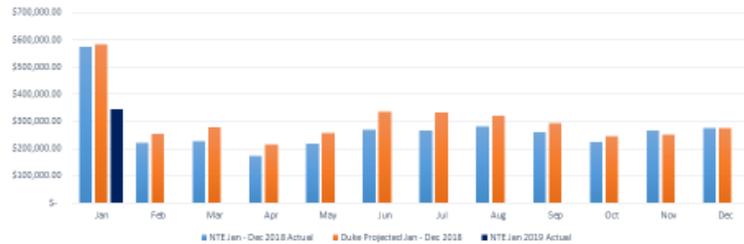
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2018-DATE NTE ACTUAL VERSUS 2017 DUKE ACTUAL POWER PURCHASE COMPARISON



4

2018-DATE NTE ACTUAL VERSUS 2018 DUKE PROJECTED POWER PURCHASE COMPARISON



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ELECTRIC RETAIL SALES HISTORY 2014-2018

Several factors account for swings in the Town’s retail electric sales. The most prominent of these being weather. Severe summer and winter seasons can impose a significant impact on both revenues (sales) collected from our customers and expenses (purchase power) paid to the Town’s wholesale provider, NTE. Additionally, a growing customer base and economy lead to increases.

2014 - \$6,013,322
 2015 - \$6,038,446
 2016 - \$5,999,987
 2017 - \$6,127,815
 2018 - \$6,741,423

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UNASSIGNED RETAINED EARNINGS HISTORY 2014-2018

These are funds not designated for a particular purpose. They are sometimes used, particularly during periods of high interest rates, to assist with Capital Projects or Purchases. They may also be accessed during severe events such as hurricanes, tornados or ice storms. Substation and Delivery Point Improvements and weather events/natural disasters can greatly impact these funds.

2014 - \$4,639,052
 2015 - \$5,558,283
 2016 - \$5,934,482
 2017 - \$6,554,801
 2018 - \$7,143,123

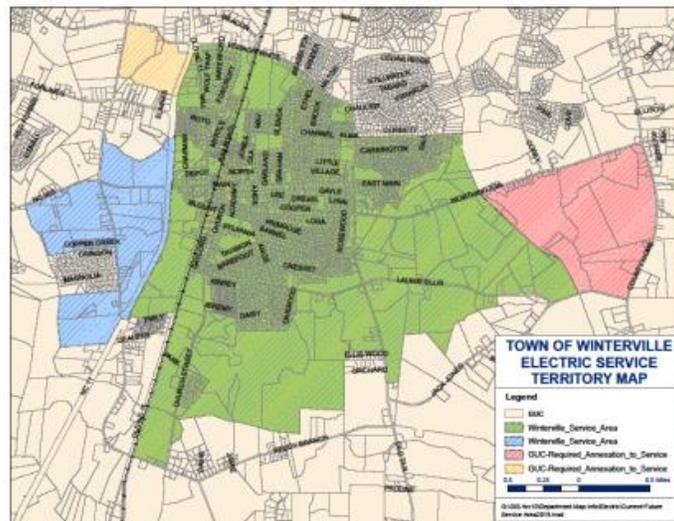
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ELECTRIC FUND TRANSFERS TO GENERAL FUND

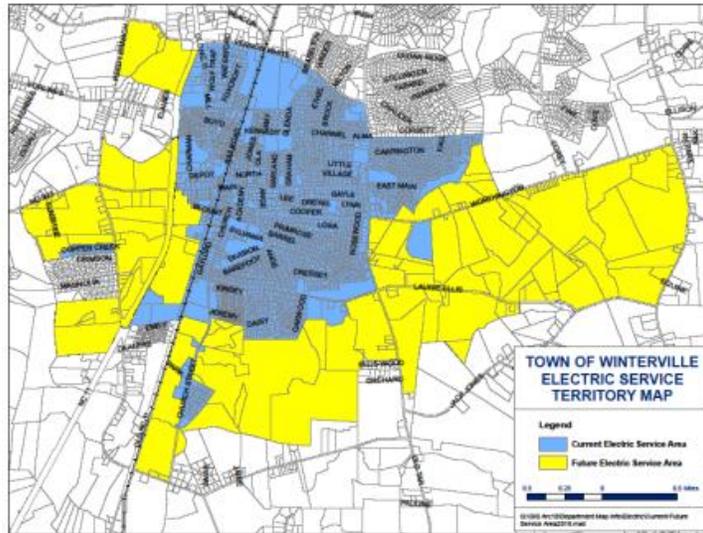
The Town, like many other municipalities, has historically transferred monies from the Electric Fund to the General Fund to balance the budget. The General Fund includes Administration, Parks and Recreation, Police, Fire, Finance, Public Buildings, Public Works, Planning and Zoning and Economic Development. These transfers have assisted with maintaining low tax rates and fees. They also have been a useful tool for maintaining amenities that enrich our citizens lives while projecting the Town's vision.

<u>FY TRANSFER</u>	<u>TAX RATE EQUIVALENT</u>	<u>ELECTRIC REVENUE %</u>
2014 - \$230,192	\$.0325	3.8
2015 - \$188,552	\$.0266	3.1
2016 - \$215,444	\$.0304	3.6
2017 - \$215,000	\$.0303	3.5
2018 - \$311,000	\$.0439	4.6

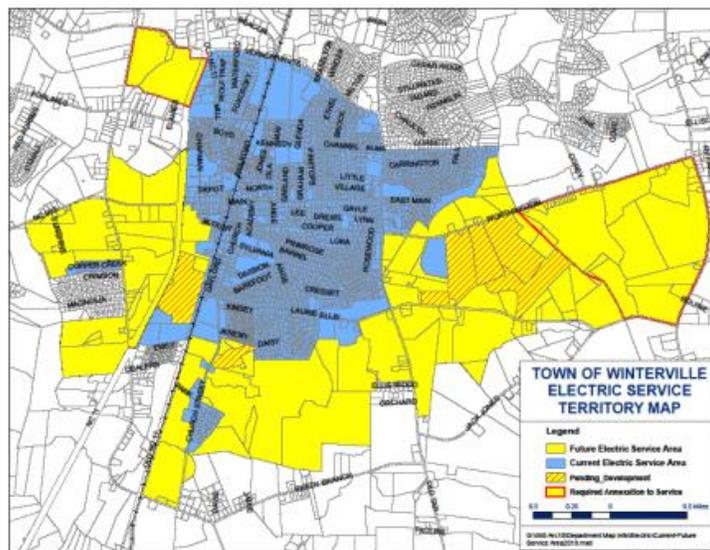
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CURRENT DEBT SERVICE

The Town currently has three items assigned to Debt Service. Two of the items are for substation improvements and the other is for a line truck. The Town currently has the following debt service schedule:

2019	- \$ 382,234
2020	- \$ 381,691
2021	- \$ 380,604
2022	- \$ 379,518
2023	- \$ 152,199
2024	- \$ 98,112
2025	- \$ 98,112

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PROJECTED DEBT SERVICE

A conservative projection for future Debt Service should include impacts from the Electric Service Territorial Agreement with GUC. Specific infrastructure improvements may target Transmission and Delivery Points, Substations and Distribution Circuit Reconductoring and Extensions.

Staff, in conjunction with the Town's Electric Engineer, currently project the new territorial improvements/expansion may merit a potential \$5,000,000 increase to Debt Service.

This increase would most likely be spread over a 15-year window and have an associated yearly debt of \$418,833.

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FIXED COSTS VERSUS VARIABLE COSTS

Fixed Costs are the expenses attributable to delivering the utility to the customer regardless of the customer's consumption. It is often referred to as the "make ready cost." These costs include meters, poles, wire, transformers, substations and similar items. These costs are the determinants when establishing the monthly base facility charges. They may also be the most challenging to accurately determine and responsibly assign.

Variable Costs are the expenses that differ period to period. These are often based on consumption. The largest variable costs for the Electric Fund is wholesale power.

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CURRENT MONTHLY RESIDENTIAL ELECTRIC CHARGES FOR A 1500 kWh/MONTH CUSTOMER

Winterville - \$180.08

Includes Facility [Fixed] Charge of \$12.82/month

Energy [Variable] Charges of \$0.1154/kWh for first 800 kWh consumed = \$92.34

and \$0.1074/kWh for all kWh consumed above 800 kWh = \$75.18

Plus Tax at 7%

The Town last increased residential electric rates in 2009

Towns with Similar Populations Charges

Washington - \$183.63

Tarboro - \$167.10

Towns with Similar Residential Customer Number Charges

Ayden - \$178.15

Farmville - \$191.85

Municipal Rates vary for several reasons. Wholesale and Transmission Providers and Large Distribution systems have the advantage of economy of scale, i.e., more customers allows for a lower unit price of electricity. Industrial customers are frequently large utility consumers concentrated at a single site. This allows for greater retail sales with less operational and maintenance costs.

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RESIDENTIAL RATE REDUCTION IMPACTS

% Reduction and Impact on Customers Monthly Bill

Projected Revenue Reduction

2.5% Reduction Adjusts Bill from \$180.08 to \$175.87
Monthly Savings of \$4.21
Yearly Savings of \$50.52

\$116,920/year

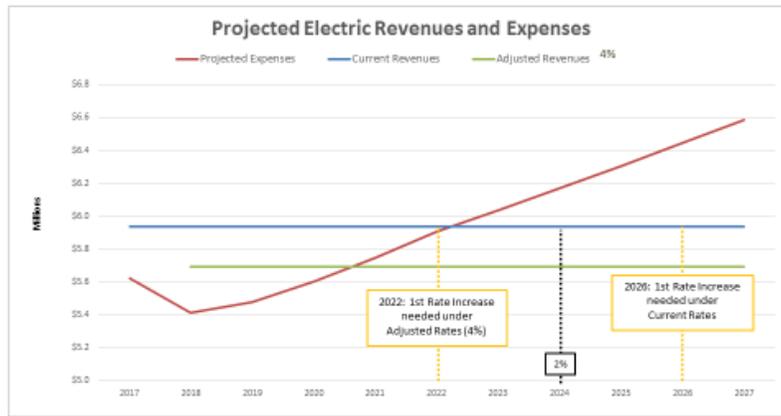
3% Reduction Adjusts Bill from \$180.08 to \$175.04
Monthly Savings of \$5.04
Yearly Savings of \$60.48

\$140,304/year

4% Reduction Adjusts Bill from \$180.08 to \$173.39
Monthly Savings of \$6.69
Yearly Savings of \$80.28

\$187,072/year

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NTE costs to increase annually by approximately 3% per contract.

Recently increased annual GUC transmission costs are nearly offset by recent Natural Gas Pre-Purchase projected savings.

Power Purchase for Resale is approximately 50% of the Electric Funds annual budget.
 FY 18-19 = \$3.467 M

Current Residential Electric Utility Bill with average monthly usage of 1,500 kW = \$180.08

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Current Annual Margin	\$0.53	\$0.46	\$0.34	\$0.19	\$0.03	(\$0.10)	(\$0.23)	(\$0.37)	(\$0.51)	(\$0.65)
Current Cumulative	\$0.53	\$0.99	\$1.32	\$1.51	\$1.54	\$1.45	\$1.22	\$0.85	\$0.34	(\$0.30)
Adjusted Annual Margin	\$0.28	\$0.21	\$0.09	(\$0.06)	(\$0.22)	(\$0.35)	(\$0.48)	(\$0.62)	(\$0.75)	(\$0.90)
Adjusted Cumulative	\$0.28	\$0.49	\$0.57	\$0.51	\$0.30	(\$0.05)	(\$0.53)	(\$1.14)	(\$1.90)	(\$2.79)

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Revenue Reductions Based on Varying Percentages

Total Revenue Reduction

2.5% Decrease = \$147,912
 3.0% Decrease = \$177,494
 4.0% Decrease = \$236,659
 5.0% Decrease = \$295,823

Residential Rate Reduction Percentage Decrease and Corresponding Savings (Based on 1500 kWh Usage)

2.5% Decrease = \$4.21 per Month or \$50.52 per Year
 3.0% Decrease = \$5.04 per Month or \$60.48 per Year
 4.0% Decrease = \$6.69 per Month or \$80.28 per Year
 5.0% Decrease = \$8.38 per Month or \$100.56 per Year

Coal Ash Impacts

- Total Two Year (\$291,696 in FYE 18 and \$182,627 in FYE 19) Payout to Duke = \$474,323 or \$237,162 Two Year Average
- Combined Rate Class Percentage Increase Required to Offset Coal Ash Costs = 4%

Note: Total Revenue Reduction Values are based on data from March 2019 and includes all classes.

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Motion made by Councilman Hines and seconded by Mayor Pro Tem Smith to have no reduction in electric rates. The motion carried 3-2, Councilman Moore and Councilwoman Roberson opposed.

ADJOURN: Motion made by Mayor Pro Tem Smith and seconded by Councilman Moore to adjourn the meeting. Motion carried unanimously, 5-0. Meeting adjourned at 6:44 pm.

Adopted this the 10th day of June, 2019.

Douglas A. Jackson, Mayor

ATTEST:

Donald Harvey, Town Clerk



**Winterville Town Council
May 13, 2019 – 7:00 PM
Regular Meeting Minutes**

The Winterville Town Council met in a Regular Meeting on the above date at 7:00 PM in the Town Hall Assembly Room, with Mayor Douglas A. Jackson presiding. The following were present:

Douglas A. Jackson, Mayor
Mark Smith, Mayor Pro-Tem
Ricky Hines, Councilman (absent)
Tony Moore, Councilman
Johnny Moye, Councilman
Veronica Roberson Councilwoman
Keen Lassiter, Town Attorney
Terri L. Parker, Town Manager
Ben Williams, Assistant Town Manager
Ryan Willhite, Police Chief
David Moore, Fire Chief
Travis Welborn, Public Works Director
Robert Sutton, Electric Director
Anthony Bowers, Finance Director
Evan Johnston, Parks and Recreation Director
Bryan Jones, Planning Director
Donald Harvey, Town Clerk

CALL TO ORDER: Mayor Jackson called the meeting to order.

INVOCATION: Councilman Moye gave the Invocation.

PLEDGE OF ALLEGIANCE: Mayor Jackson led everyone in the Pledge of Allegiance.

WELCOME: Mayor Jackson welcomed everyone and asked for a moment of silence for the recent losses of Councilman Hines and Councilwoman Roberson.

APPROVAL OF AGENDA:

Motion made by Mayor Pro Tem Smith and seconded by Councilman Moye to approve the agenda. The motion carried unanimously, 4-0.

PROCLAMATIONS:

1. LaRue Evans 100th Birthday: Mayor Jackson read the proclamation and presented it to Ms. Evans.



PROCLAMATION
Honoring LaRue M. Evans 100th Birthday

WHEREAS, LaRue M. Evans was born May 21, 1919 in Stokes, NC; and

WHEREAS, LaRue M. Evans attended the Stokes schools and graduated valedictorian of her class in 1936; and

WHEREAS, LaRue M. Evans graduated from East Carolina Teachers College in 1940 with an A.B. Degree in English, French and history; and

WHEREAS, LaRue M. Evans married her husband, James Alex Evans, Jr., in 1943 of Winterville and has continued to be a resident; and

WHEREAS, LaRue M. Evans and her husband had one son Delyle M. Evans; and

WHEREAS, LaRue M. Evans graduated from East Carolina College in 1960 with a Master's Degree; and

WHEREAS, LaRue M. Evans did post graduate study at the University of North Carolina in Chapel Hill in 1966; and

WHEREAS, LaRue M. Evans taught school from 1940-1981 including history at Winterville High School from 1942-1946; and

WHEREAS, LaRue M. Evans was active in promoting the growth and improvement of the Town of Winterville, chaired the town's Centennial Committee, served as secretary of the Winterville Chamber of Commerce, and led the fund raising drive for and directed the restoration of the A.W. Ange house for a museum and cultural center; and

WHEREAS, LaRue M. Evans established an endowment fund for the maintenance of the Winterville museum, served on the Board of Directors for the Winterville Historical and Arts Society and in 2011 she received citizen of the year award from the Winterville Chamber of Commerce, and

WHEREAS, LaRue M. Evans continues to be a viable part of the Winterville Community, and

WHEREAS, on the celebration of her 100th birthday the Winterville Town Council honors her for her contributions to our community, and

IN WITNESS WHEREOF, I do set my hand, and cause the seal of Winterville to be affixed this 13th day of May, 2019.

Douglas A. Jackson, Mayor

Attest:

Donald Harvey, Town Clerk

2. 50th Anniversary of Municipal Clerks Week: Mayor Jackson noted the 50th Anniversary of Municipal Clerks Week proclamation.



50th ANNIVERSARY OF MUNICIPAL CLERKS WEEK
May 5 - 11, 2019

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community.

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

IN WITNESS WHEREOF, I do recognize the week of May 5 through May 11, 2019, as Municipal Clerks Week, and further extend appreciation to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent and set my hand, and cause the seal of Winterville to be affixed this 13th day of May, 2019.

Douglas A. Jackson, Mayor

Attest:

Donald Harvey, Town Clerk

PRESENTATIONS:

1. Sheppard Memorial Library: Greg Needham gave the following presentation.



Revenues	FY 18-19 Request	FY 19-20 Request	
Town of Winterville	165,300	165,300	No change in funds requested from the Town of Winterville.
Pitt County Appropriation	10,000	10,000	The Town of Winterville secured additional County funding.
Desk Receipts	12,115	13,000	Desk receipts is projected slightly higher.
State Aid	<u>19,177</u>	<u>19,068</u>	State Aid is projected based on current funding level.
Total Revenue	206,592	207,368	

Expenditures:	FY 18-19	FY 19-20	
Wages & Benefits	\$125,882	\$128,084	6 part-time staff; 1 full-time MLS manager; includes market/merit; and an increase in insurance costs.
Books	\$17,760	\$17,000	Improving the collection at lower cost by using software that analyzes the collection and tells you what you need.
Audiovisual Materials	\$2,200	\$2,200	Books on CD; and DVDs
E Services (Online)	\$6,000	\$6,000	E-books; e-magazines; and other online resources.
Periodicals	\$ 990	\$ 990	Magazines and newspapers.

Expenditures:	FY 18-19	FY 19-20	
Internet Cost (After 80% E-Rate Discount)	\$1,175	\$1,175	Cost after e-rate discounts to provide high-speed Internet service.
Supplies	\$5,800	\$5,800	Supplies expense.
Fuel/Vehicle Maintenance	\$500	\$500	Fuel and vehicle maintenance that support daily courier service.
Equipment Maintenance	\$12,500	\$13,000	Computer hardware and software licenses.

Expenditures:	FY 18-19	FY 19-20	
Postage	\$700	\$750	Cost of postage increased.
Business Services	\$4,000	\$4,000	Cost for collection agency; annual audit; and e-rate consultant.
Administrative Services	<u>\$29,085</u>	<u>\$27,859</u>	Administration; book processing and cataloging; daily courier; and IT support.
Total Expenditures	\$206,592	\$207,368	



2. Pitt County Farm & Food Council: Doris Connell gave a presentation. The Pitt County Food Finder connects people in the county with food and volunteer opportunities affecting the food system. The Food Finder is an app for your phone and is available at FoodForPitt.org.

3. Greenway Master Plan: Jeffrey Moore of Kimley-Horn and Associates gave the following presentation.



Public Input

- Stakeholder Interviews
- Public Workshop
 - Over 50 attendees

The Town of Winterville is constantly working to provide better and safer transportation facilities for public use. A public meeting will be held at the Winterville Town Hall Assembly Room, 2571 Railroad Street, Winterville, on October 4th, 2018 from 5:30 PM to 7:00 PM to present the Fork Swamp Canal Greenway's conceptual design, explore other greenway connections within the Town, answer your questions, and gather public comments on both the proposed Fork Swamp Canal Greenway and other greenway connections. Drop in at any time to share your ideas and talk with the project team to improve greenway connectivity in the Town of Winterville. Should you have any questions or concerns about this project, or if we can assist you, please call 252-756-1487.

Town of
WINTERVILLE
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Join Us!

A public meeting will be held at the Town Hall Assembly Room, October 4th from 5:30 PM to 7:00 PM to give citizens the opportunity for input on the Town's Greenway Master Plan and an update on the proposed Fork Swamp Canal Greenway.

Drop in any time to share your ideas and talk with the project team to improve greenway connectivity in the Town of Winterville!

THURSDAY
OCT
4

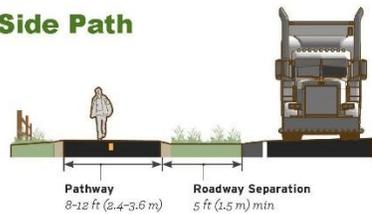
PUBLIC WORKSHOP

5:30 PM TO 7:00 PM (DROP IN)
THURSDAY, OCTOBER 4, 2018

TOWN HALL ASSEMBLY ROOM
2571 RAILROAD STREET
WINTERVILLE, NC 28590

Trail Types and Support Facilities

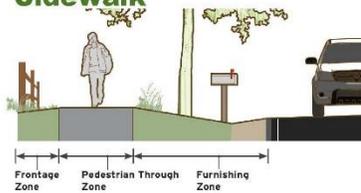
Side Path



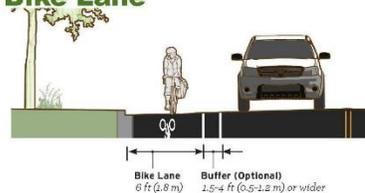
Off-Road Greenway



Sidewalk

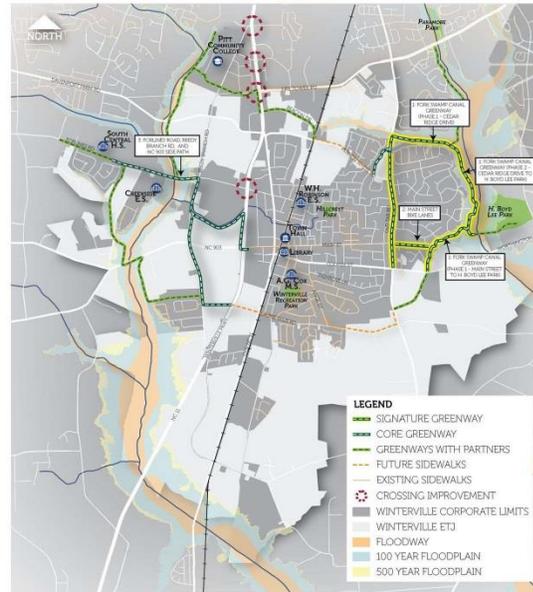


Bike Lane



Recommendations

- Signature Greenways
- Core Greenways
- Greenways with Partners
- Non-Greenway Support Facilities



Fork Swamp Canal Greenway (1)

The Fork Swamp Canal Greenway has been a popular concept in previous planning efforts and has many elements that may allow it to be a quick win project. Large parcels of land on either side of the proposed alignment are owned by the Town of Winterville. Additionally, it would provide cross-jurisdictional connections to the City of Greenville's H. Boyd Lee Park. The Fork Swamp Canal Greenway was noted as a regional priority project in the *Greenville Urban Area MPO Active Transportation Plan*.

- Project Length: 1.8 miles
- Key Connections: Old Tar Road Sidepath, H. Boyd Lee Park
- Estimated Cost: Phase 1(Cedar Ridge Drive Property) - 786K; Phase 1 (Main Street Property) - 1.9M; Phase 2 (along Fork Swamp Canal) - \$845K
- Needed Partnerships: Town of Winterville, City of Greenville



Main Street Two-Way Cycle Track or Bike Lanes (2)

Main Street between Bentley Drive and Old Tar Road provides a critical connection in creating a complete loop of high quality bicycle and pedestrian facilities between the proposed Fork Swamp Canal Greenway and the funded Old Tar Road Side Path. Main Street currently has faded bicycle lanes painted; however cars often park in the lanes. The primary recommendation is to provide a two-way cycle track along Main Street. This will allow greenway users to seamlessly transition onto the road and be separated from motor vehicular traffic. If necessary, the existing bicycle lanes can be restriped to include a buffer and vertical bollards to ensure protection for users; however it should be noted that this may limit the seamless integration into the greenway network.

- Length: 0.3 miles
- Key Connections: proposed Fork Swamp Canal Greenway, Old Tar Road Side Path
- Estimated Cost: \$25-50K
- Needed Partnerships: Town of Winterville



Forlines Road, Reedy Branch Road, and NC 903 Side Paths (3)

The provision of a side path along Forlines Road to Reedy Branch Road and finally along NC 903 west of NC 11 fills a large gap in connectivity by providing a connection between the east and west side of Winterville. In addition to east-west connectivity, this side path provides direct access to South Central High School and Creekside Elementary School.

- Project Length: 1.9 miles
- Key Connections: South Central High School, Creekside Elementary School
- Estimated Cost: \$1.8M
- Needed Partnerships: Town of Winterville, City of Greenville



Photos from Pitt County Schools website.



Motion made by Mayor Pro Tem Smith and seconded by Councilman Moye to approve the adoption of the Greenway Master Plan presented and prepared by Kimley-Horne. The motion carried unanimously, 4-0.

4. Parks and Recreation Capital Improvement Plan: Jeffrey Moore of Kimley-Horn and Associates gave the following presentation.



Town of
WINTERVILLE
A slice of the good life!

Town of Winterville Parks & Recreation
2019 Capital Improvement Program



May 2019



CIP Development

- Conference Calls
- Capital Project Listing
- Cost Opinions
- Timeline
- Project Prioritization
- Project Sheets



PROJECT NO. 1		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM																																																																																						
PROJECT NAME Multi-Purpose/Recreation Facility																																																																																								
PROJECT DESCRIPTION Project includes the acquisition of 23 acres of land, and construction of a new recreation center / multi-purpose facility that includes classrooms/multi-purpose rooms, offices, lobby/entry area, gym, and additional storage and support rooms, up to 28,000 SF of total building area. This project includes the construction of on-site parking, pedestrian paving/ concrete trails, monument signage, wayfinding signage, site utilities, site preparation, mobilization, landscaping / irrigation, and site lighting.		PROJECT FUNDING Total Project Cost \$ 12,208,000	PROJECT HORIZON <input checked="" type="checkbox"/> 1 – 3 years <input type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more																																																																																					
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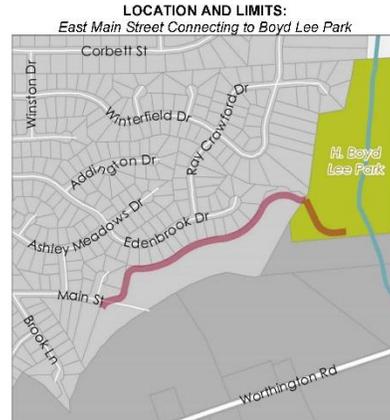
RECREATION FACILITY FEASIBILITY STUDY
CITY OF BELMONT, NORTH CAROLINA

Benchmarked Facilities Construction Cost Table			
Jurisdiction	Facility	Cost (in Millions)	Cost/Sq. ft.
Smithfield, NC	Smithfield Recreation & Aquatic Center*	\$8.8	\$117
Clayton, NC	Clayton Community Center	\$8.6	\$268
Fruita, CO	Fruita Community Center*	\$7.9	\$144
Huntersville, NC	Huntersville Recreation Center	\$7.0	\$292
Statesville, NC	Statesville Fitness & Activity Center	\$7.0	\$201
Monroe, NC	Monroe Aquatics and Fitness Center*	\$6.9	\$86
Holly Springs, NC	W.E. Hunt Recreation Center	\$6.6	\$147
Goldsboro, NC	W.A. Foster Center	\$6.2	\$248
Easley, SC	J.B. Owens Complex	\$6.1	\$122
Mebane, NC	Mebane Arts & Community Center	\$4.0	\$125
Carol Stream, IL	Fountain View Recreation Center*	\$20.8	\$229
Mooresville, NC	Talbert Recreation Center	\$2.2	\$84
Kinston, NC	Woodmen Community Center*	\$14.2	\$249
Garner, NC	Garner Recreation Center*	\$10.3	\$257

Table 1. Benchmarked Facilities Construction Cost Table
*Facility has aquatics equipment

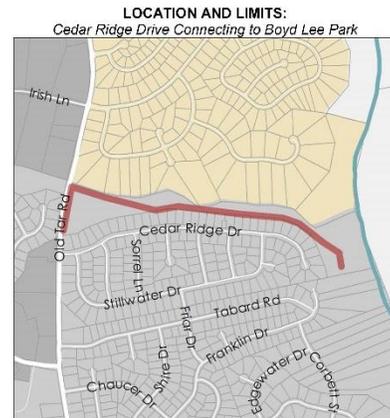
Many variables affect the cost of a recreation facility, making it necessary to standardize cost per square foot and per resident. The cost per square foot in the benchmarked facilities ranges from \$84 in Mooresville, NC to \$292 in Huntersville, NC. The average cost per square foot of all observed facilities is \$184 while the median is \$174. Both figures align with the Triangle estimates of \$170 to \$209 per square foot.

PROJECT NO. 2A TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM				
PROJECT NAME Fork Swamp Canal Greenway – Phase I				
PROJECT DESCRIPTION Project includes the first segment of Phase 1 of the Fork Swamp Canal Greenway. The first segment includes a 10-foot wide paved greenway section south of the Ashley Meadows neighborhood, connecting to the Winterville Crossing neighborhood via protected bicycle and pedestrian facilities on East Main Street. This section will include a crossing of the Fork Swamp floodplain, connecting H. Boyd Lee Park (part of the City of Greenville's park system) to the Town.		PROJECT FUNDING Total Project Cost \$ 2,005,600		PROJECT HORIZON <input checked="" type="checkbox"/> 1 – 3 years <input type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS				
Item	Unit	Quantity	Cost	Item Cost
Mobilization	LS	1		\$ 68,400
Construction Surveying	LS	1		\$ 39,900
Supplementary Clearing & Grubbing	AC	2.4	\$ 12,000	\$ 28,800
Borrow	CY	1400	\$ 40	\$ 56,000
Unclassified Excavation	CY	100	\$ 40	\$ 4,000
Undercut Excavation	CY	150	\$ 40	\$ 6,000
Select Granular Material, Class III	CY	150	\$ 30	\$ 4,500
Geotextile for soil stabilization	SY	6500	\$ 3	\$ 19,500
Fine Grading	SY	5250	\$ 5	\$ 26,300
Aggregate Base Course	TON	3550	\$ 32	\$ 113,600
Asphalt Concrete Surface Course	TON	900	\$ 110	\$ 99,000
Erosion Control	AC	2.3	\$ 25,000	\$ 57,500
Signaling and Pavement Markings	LS	1	\$ 10,000	\$ 10,000
Timber Boardwalk	LF	590	\$ 1,000	\$ 590,000
Timber Bridge	LF	100	\$ 3,000	\$ 300,000
Drainage	LF	4200	\$ 35	\$ 147,000
Seeding and Mulching	AC	0.9	\$ 2,500	\$ 2,300
SUBTOTAL				\$ 1,542,800
±30% CONTINGENCY				\$ 462,800
TOTAL PROJECT COST				\$ 2,005,600



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PROJECT NO. 2B TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM				
PROJECT NAME Fork Swamp Canal Greenway – Phase I				
PROJECT DESCRIPTION This project includes the second segment of Phase 1 of the Fork Swamp Canal Greenway. The second segment includes a 10-foot wide paved greenway on the Town's property along the north end of the Cedar Ridge neighborhood.		PROJECT FUNDING Total Project Cost \$ 759,700		PROJECT HORIZON <input checked="" type="checkbox"/> 1 – 3 years <input type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS				
Item	Unit	Quantity	Cost	Item Cost
Mobilization	LS	1		\$ 28,600
Construction Surveying	LS	1		\$ 16,700
Supplementary Clearing & Grubbing	AC	2	\$ 12,000	\$ 24,000
Borrow	CY	1300	\$ 40	\$ 52,000
Unclassified Excavation	CY	150	\$ 40	\$ 6,000
Undercut Excavation	CY	145	\$ 40	\$ 5,800
Select Granular Material, Class III	CY	145	\$ 30	\$ 4,400
Geotextile for soil stabilization	SY	6500	\$ 3	\$ 19,500
Fine Grading	SY	5300	\$ 5	\$ 26,300
Aggregate Base Course	TON	3700	\$ 32	\$ 118,400
Asphalt Concrete Surface Course	TON	940	\$ 110	\$ 103,400
Erosion Control	AC	2	\$ 25,000	\$ 50,000
Signaling and Pavement Markings	LS	1	\$ 10,000	\$ 10,000
Drainage	LF	3350	\$ 35	\$ 117,300
Seeding and Mulching	AC	0.8	\$ 2,500	\$ 2,000
SUBTOTAL				\$ 584,400
±30% CONTINGENCY				\$ 175,300
TOTAL PROJECT COST				\$ 759,700



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PROJECT NO. 3		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM																																																												
		PROJECT NAME Maintenance Shop																																																												
PROJECT DESCRIPTION Project includes the construction of a new park maintenance facility located within an existing park site. Maintenance shop will include garage space with roll-up doors, storage area, and climate-controlled office spaces, up to 3,000 SF total building area. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.		PROJECT FUNDING Total Project Cost ----- \$ 952,100	PROJECT HORIZON <input checked="" type="checkbox"/> 1 – 3 years <input type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more																																																											
PROJECT COSTS		LOCATION AND LIMITS: Winterville Recreation Park																																																												
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		PROJECT NAME Multi-Purpose Field																																																																																					
PROJECT DESCRIPTION Project includes the typical cost for the construction of one multi-purpose sports field that can accommodate multiple sports, including football, soccer and lacrosse. The project includes site grading, establishment of permanent living field turf, irrigation, site lighting, pedestrian paving, bleachers, site furnishings, and fencing. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.		PROJECT FUNDING Total Project Cost ----- \$ 536,200	PROJECT HORIZON <input checked="" type="checkbox"/> 1 – 3 years <input type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more																																																																																				
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TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM																																																													
PROJECT NO. 5	PROJECT NAME Outdoor Fitness Area																																																												
PROJECT DESCRIPTION Project includes installation of outdoor fitness areas, located along existing trails/sidewalks. Fitness equipment areas will include static fitness equipment, installed on an accessible mulch surface with concrete border. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.	PROJECT FUNDING Total Project Cost \$ 118,300																																																												
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Item	Unit	Quantity	Cost	Item Cost																																																									
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TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM																																																																																	
PROJECT NO. 6	PROJECT NAME Off-Leash Dog Area																																																																																
PROJECT DESCRIPTION Project includes the installation of vinyl coated chain link fencing with gate access and corral area, establishment of permanent turf, site lighting, fabric canopy shade structure, benches/seating areas, dog park amenities and site obstacles, and associated pedestrian paving. Project will include project mobilization, site preparation, demolition of existing features, installation of new electrical services, installation of separate water services for potable water and other site infrastructure improvements to provide a 1 to 2 acre off-leash dog area.	PROJECT FUNDING Total Project Cost \$ 231,900																																																																																
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PROJECT NO. 7		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM	
PROJECT NAME Regulation Baseball Field			
PROJECT DESCRIPTION Project includes the typical cost for the construction of one regulation baseball field with fencing, score board, dugouts, shaded bleacher areas, living field turf, infield sport soil/surfacing, irrigation, sports field lighting, and pedestrian paving. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.		PROJECT FUNDING Total Project Cost \$ 802,900	PROJECT HORIZON <input type="checkbox"/> 1 – 3 years <input checked="" type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS		LOCATION AND LIMITS: Hillcrest Park	
Item	Unit	Quantity	Cost
Mobilization	LS	1	\$27,700
Baseball Field (Includes Dugouts, Fencing, Drainage, Etc.)	LS	1	\$200,000
Baseball Field Lighting	LS	1	\$125,000
Sidewalk / Pedestrian Paving	SF	1,500	\$9,000
Sports Field Renovations and Improvements	LS	1	\$150,000
Bleachers	LS	1	\$10,000
20'x20' Fabric Shade Canopy	LS	1	\$20,000
Site Preparation / Demolition	LS	1	\$25,000
Site Infrastructure / Utilities	LS	1	\$15,000
SUBTOTAL			\$581,700
±20% CONTINGENCY			\$116,400
±3% PROGRAM MANAGEMENT			\$17,500
±15% INDIRECT COSTS (Architect/Engineering/Survey/Geotech/Testing)			\$87,300
TOTAL PROJECT COST			\$802,900

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PROJECT NO. 8		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM	
PROJECT NAME East Main Street			
PROJECT DESCRIPTION Project includes on-street improvements, including restriping of road and existing faded bicycle lanes. This project will provide a key connection from the Old Tar Road Sidepath to Phase 1 of the Fork Swamp Canal Greenway.		PROJECT FUNDING Total Project Cost \$ 47,900	PROJECT HORIZON <input type="checkbox"/> 1 – 3 years <input checked="" type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS		LOCATION AND LIMITS: Old Tar Road to Fork Swamp Canal Greenway	
Item	Unit	Quantity	Cost
Restriping	LF	3800	\$10.00
Mobilization	LS	1	\$ 1,900.00
SUBTOTAL			\$ 39,900
±20% CONTINGENCY			\$ 8,000
TOTAL PROJECT COST			\$ 47,900

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PROJECT NO. 9		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM		
PROJECT NAME Splash Pad				
PROJECT DESCRIPTION Standard Splash Pads – Project includes 1 splash pad (approx. 2,000 SF). Each splash pad site will include a concrete splash pad with ground and elevated spray features, recirculation pumps, filtration equipment, covered/gated filtration enclosure, security lighting, concrete sidewalks, site grading and drainage, utility services, and shade structures. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.		PROJECT FUNDING Total Project Cost \$ 400,900		PROJECT HORIZON <input type="checkbox"/> 1 – 3 years <input checked="" type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS		LOCATION AND LIMITS: <i>To Be Determined</i>		
Item	Unit	Quantity	Cost	Item Cost
Mobilization	LS	1	\$13,900	\$13,900
Splash Pad	SF	2,000	\$75	\$150,000
Splash Pad - Rubber Surfacing	SF	2,000	\$20	\$40,000
Benches/Seating	LS	1	\$8,500	\$8,500
Trash Receptacles	LS	1	\$1,500	\$1,500
20'x20' Fabric Shade Canopy	LS	1	\$20,000	\$20,000
Drinking Fountain	LS	1	\$7,500	\$7,500
Sidewalks / Pedestrian Paving	SF	1,500	\$6	\$9,000
Site Preparation / Demolition	LS	1	\$25,000	\$25,000
Site Infrastructure / Utilities	LS	1	\$15,000	\$15,000
SUBTOTAL				\$290,400
±20% CONTINGENCY				\$58,100
±3% PROGRAM MANAGEMENT				\$8,800
±15% INDIRECT COSTS (Architect/Engineering/Survey/Geotech/Testing)				\$43,600
TOTAL PROJECT COST				\$400,900

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PROJECT NO. 10		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM		
PROJECT NAME Playground				
PROJECT DESCRIPTION Project includes installation of new playgrounds at future park sites. Playgrounds will include approximately 4,000 SF play surface area with wood fiber mulch, age 5-12 play structure, age 2-5 play structure, swing set, ground play features, new paving, and site grading/drainage. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.		PROJECT FUNDING Total Project Cost \$ 252,300		PROJECT HORIZON <input type="checkbox"/> 1 – 3 years <input checked="" type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS		LOCATION AND LIMITS: <i>To Be Determined</i>		
Item	Unit	Quantity	Cost	Item Cost
Mobilization	LS	1	\$8,700	\$8,700
Playground Equipment	LS	1	\$75,000	\$75,000
Playground Mulch Surfacing and Border	LS	1	\$20,000	\$20,000
Benches/Seating	LS	1	\$8,500	\$8,500
Trash Receptacles	LS	1	\$1,500	\$1,500
20'x20' Fabric Shade Canopy	LS	1	\$20,000	\$20,000
Sidewalks / Pedestrian Paving	SF	1,500	\$6	\$9,000
Site Preparation / Demolition	LS	1	\$25,000	\$25,000
Site Infrastructure / Utilities	LS	1	\$15,000	\$15,000
SUBTOTAL				\$182,700
±20% CONTINGENCY				\$36,600
±3% PROGRAM MANAGEMENT				\$5,500
±15% INDIRECT COSTS (Architect/Engineering/Survey/Geotech/Testing)				\$27,500
TOTAL PROJECT COST				\$252,300

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PROJECT NO. 11		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM		
		PROJECT NAME Multi-Purpose Field		
PROJECT DESCRIPTION Project includes the typical cost for the construction of one multi-purpose sports field that can accommodate multiple sports, including football, soccer and lacrosse. The project includes site grading, establishment of permanent living field turf, irrigation, site lighting, pedestrian paving, bleachers, site furnishings, and fencing. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.		PROJECT FUNDING Total Project Cost ----- \$ 536,200		PROJECT HORIZON <input type="checkbox"/> 1 – 3 years <input checked="" type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS		LOCATION AND LIMITS: <i>To Be Determined</i>		
Item	Unit	Quantity	Cost	Item Cost
Mobilization	EA	1	\$18,500	\$18,500
Sports Field Turf	EA	1	\$25,000	\$25,000
Sports Field Site Prep/Topsoil	EA	1	\$35,000	\$35,000
Sports Field Irrigation	EA	1	\$30,000	\$30,000
Sports Field Lighting	LS	1	\$150,000	\$150,000
Sidewalks / Pedestrian Paving	SF	2,500	\$6	\$15,000
Bleachers	EA	2	\$10,000	\$20,000
Fencing	LF	1,000	\$25	\$25,000
12' x 25' Fabric Shade Canopy	EA	2	\$15,000	\$30,000
Site Preparation / Demolition	LS	1	\$25,000	\$25,000
Site Infrastructure / Utilities	LS	1	\$15,000	\$15,000
SUBTOTAL				\$388,500
±20% CONTINGENCY				\$77,700
±3% PROGRAM MANAGEMENT				\$11,700
±15% INDIRECT COSTS (Architect/Engineering/Survey/Geotech/Testing)				\$58,300
TOTAL PROJECT COST				\$536,200

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PROJECT NO. 12		TOWN OF WINTERVILLE – 2019 CAPITAL IMPROVEMENT PROGRAM		
		PROJECT NAME Picnic Shelter		
PROJECT DESCRIPTION Project includes installation of new hard roof picnic shelter up to 1,200 SF, and associated sidewalks/pedestrian paving, and site furnishings. This project will include project mobilization, site preparation, demolition of existing structures, and installation of site utilities.		PROJECT FUNDING Total Project Cost ----- \$ 203,500		PROJECT HORIZON <input type="checkbox"/> 1 – 3 years <input checked="" type="checkbox"/> 3 – 5 years <input type="checkbox"/> 5 – 10 years <input type="checkbox"/> 10 years or more
PROJECT COSTS		LOCATION AND LIMITS: <i>Winterville Recreation Park</i>		
Item	Unit	Quantity	Cost	Item Cost
Mobilization	LS	1	\$7,800	\$7,800
Pavilion Structure	LS	1	\$75,000	\$75,000
Pavilion Slab	LS	1	\$25,000	\$25,000
Picnic Tables	EA	6	\$2,000	\$12,000
Trash Receptacles	LS	2	\$1,500	\$3,000
Site Preparation / Demolition	LS	1	\$25,000	\$25,000
Site Infrastructure / Utilities	LS	1	\$15,000	\$15,000
SUBTOTAL				\$162,800
±25% CONTINGENCY				\$40,700
TOTAL PROJECT COST				\$203,500

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Options of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Motion made by Councilman Moore and seconded by Councilman Moye to approve adoption of the Parks and Recreation Capital Improvement Plan presented and prepared by Kimley-Horne. The motion carried unanimously, 4-0.

PUBLIC COMMENT: Mayor Jackson read the Public Comment Policy. The following signed up and spoke:

1. Brad Guth, President, Winterville Chamber of Commerce.
2. Glenn Johnson, Town Resident.
3. Richie Shreves, Cedar Ridge Resident.
4. Wayne Edge, Moose Lodge #885 Representative.

CONSENT AGENDA:

Items included in the Consent Agenda:

1. Approval of the following sets of Council Meeting Minutes:
 - March 25, 2019 Stormwater Workshop meeting; and
 - April 8, 2019 Regular Council meeting.
2. August Regular Council Meeting date change to Monday, August 19, 2019.

Motion made by Councilman Moore and seconded by Mayor Pro Tem Smith to approve the consent agenda. The motion carried unanimously, 4-0.

OLD BUSINESS:

1. Brookstone Subdivision, Phase 1 – CUD Amendment: Planning Director Jones gave the following presentation.

Town of WINTERVILLE
A slice of the good life!

Brookstone, Phase 1 – CUD Amendment

- Site Data:
 - Brookstone Subdivision, Phase 1
 - Located on the east side of Church Street Ext. north of its intersection with Reedy Branch Road
 - Current Zoning: R-15 CUD
 - Size: 22 Lots, 10.57 Acres



- Site Data:
 - Proposed Amendment:
 - DR Horton is requesting to amend/remove the following condition for the Conditional Use District for Brookstone Subdivision, Phase 1:
 - A minimum of twenty-five percent (25%) of the homes shall have brick veneer exteriors with the exception of gables, dormers, and other architectural features where non-veneer finishes may be preferable.
 - Replace With:
 - All homes shall have at least 25% stone or brick façade (front elevation).
- The Town Council authorized the issuance of the Conditional Use Permit – Conditional Use Permit (CUD-01-010906) on January 9th, 2006.



- Site Data:
 - By the Numbers:
 - A minimum of twenty-five percent (25%) of the homes shall have brick veneer exteriors with the exception of gables, dormers, and other architectural features where non-veneer finishes may be preferable.
 - 25% of 33 lots = 9 Lots with brick homes are required currently
 - Currently 11 homes built; 3 of those are all brick
 - 6 of the remaining 22 lots would have all brick homes



- Notice was placed on property 3/6/19
- Notifications were mailed to adjoining property owners 3/25/19
- PH Notice was published in the Daily Reflector on 3/27/19 and 4/3/19
- Town Council held Public Hearing on the Request (4/8/19).
 - Council requested the developer and property owners meet to resolve questions before a decision is made.
- Residents of Brookstone and DR Horton representatives met on 5/1/19.
- Town Council to consider request (5/3/19)



Planning Director Jones noted that the developer and existing residents of Brookstone had met and held a productive meeting supporting the amendment.

Motion made by Councilman Moore and seconded by Mayor Pro Tem Smith to approve the CUD Amendment for Brookstone, Phase 1. The motion carried unanimously, 4-0.

2. Noise Ordinance Amendment: Town Manager Parker, Town Attorney Lassiter, and Police Chief Willhite gave information on the proposed changes to amend the noise ordinance. The staff continues to work to create an amended Noise Ordinance that will work for all parties involved and bring it back next month for consideration. Noted below is the amended ordinance as of tonight.

CHAPTER 96: NOISE

96.01	PURPOSE
96.02	UNLAWFUL NOISES IN GENERAL
96.03	NUSIANCE NOISE
96.04	MOTOR VEHICLE NOISE
96.05	EXCEPTIONS
96.06	DETERMINATIONS
96.07	PERMITS
96.08	ENFORCEMENT AND PENALTIES
96.09	APPEALS PROCEDURE
96.10	EFFECTIVE DATE

§ 96.01 PURPOSE

The Town of Winterville recognizes that excessive and unnecessary noise endangers the physical and emotional health and welfare of the people, interferes with legitimate business and recreational activity, depresses property values, offends the senses, creates public nuisances, and in other respects reduces the quality of life.

§ 96.02 ULAWFUL NOISE IN GENERAL

Loud and disturbing. It shall be unlawful for any person, firm or corporation to create or assist in creating any unreasonably **LOUD AND DISTURBING NOISE**, which term shall mean any sound which, because of its volume level, duration and character, annoys, disturbs, injures or endangers the comfort, health, peace or safety of reasonable persons of ordinary sensibilities within the limits of the town. The term **LOUD AND DISTURBING NOISE** shall be limited to loud and disturbing noise heard upon the public streets, in any public park, in any school or public building or upon the grounds thereof while in use, in any church or hospital or upon the grounds thereof while in use, upon any parking lot open to members of the public as invitees or licensees, or in any occupied residential unit which is not the source of the noise or upon the grounds thereof.

Unnecessary noise: Any excessive or unusually loud sound or any sound which disturbs the peace and quiet of any neighborhood or which does annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of any reasonable person of ordinary sensibilities or causes damage to property. Specifically, it shall be unlawful to emit noise of such character, intensity or duration as to be detrimental to the life or health of any reasonable person of ordinary sensibilities.

§ 96.03 NUISANCE NOISE

The following activities, among others, are declared to be unreasonably loud and disturbing noises, but the enumeration shall not be deemed to be exclusive:

(A) The playing by any person, firm, or corporation, use, operate, or permit to be played, used or operated any television, radio, audio system in a motor vehicle, record, tape or compact disc player, drum, musical instrument, loudspeaker, communication system, amplification system, or any other sound production or reproduction system or device in such a manner that it is plainly audible (i) across property boundaries or inside the confines of the dwelling unit, house or apartment of another person, between the hours of 11:00 p.m. and 8:00 a.m., or (ii) at a distance of one hundred (100) feet or more in any direction from the device.

For purposes of this section, "plainly audible" means any sound that can be detected by a person using his or her unaided hearing faculties. Specific words or phrases need not be discernible. **The detection of bass reverberations is sufficient to constitute a plainly audible sound.**

(B) The keeping of any animal or bird which makes frequent or long continued sounds, that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity;

(C) The use of any automobile, motorcycle or vehicle so out of repair, so loaded, or in the manner as to create unreasonably loud, disturbing sounds;

(D) The operating of any garage or service station in any residential area so as to cause unreasonably loud, disturbing sounds to be emitted between the hours of 9:00 p.m. and 7:00 a.m. on any day;

(E) The creation of unreasonably loud, disturbing noise adjacent to any school, educational facility, church or court during normal operating hours, or within 150 feet of any hospital, which a reasonably prudent person would recognize as likely to unreasonably interfere with the working of the institutions, provided conspicuous signs are displayed indicating that the area is a school, educational facility, church, court or hospital area;

(F) The erection (including excavation), demolition, alteration or repair of any building in a residential or business district is strictly prohibited on Sunday, except in the case of urgent necessity in the interest of public safety, and then only with a permit given by an appropriate town official, which permit may be renewed for a period of three days or less while the emergency exists;

(G) The use of any loud, boisterous or raucous language or shouting that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity; and

(H) The sounding of any horn or signal device on any automobile, motorcycle, bus or other vehicle while not in motion, except as a danger signal if another vehicle is approaching apparently out of control, or if in motion only as a danger signal; the creation by means of any such signal device of any unreasonably loud or harsh sound; and the sounding of the device for an unreasonable period of time that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity.

§ 96.04 Motor Vehicle Noise

It shall be unlawful for any person to drive, operate, move, or permit to be driven, operated, or moved, a motor vehicle or combination of vehicles at any time in such a manner that the sound level of the vehicle, or amplified sound from the vehicle, exceeds the levels set forth in this chapter.

It shall be unlawful to play any radio, tape player, compact disc player or other sound-making device or instrument from within the motor vehicle so that the sound is plainly audible 50 feet away from the vehicle.

Mufflers. It shall be unlawful for any person to operate or cause the operation of a motor vehicle unless the exhaust system is free from defects, which affect sound reduction.

- No person shall remove or render inoperative, or cause to be removed or rendered inoperative, other than for purposes of maintenance, repair or replacement, any muffler or sound dissipative device on a motor vehicle.
- It shall be unlawful for any person to modify the exhaust system of a motor vehicle by the installation of a muffler cut-out or bypass, and no person shall operate a motor vehicle which has been so modified.

§ 96.05 Exceptions

The following are exempt from the provisions of set forth in this chapter.

- (1) Activities permitted by law for which a specific license or permit has been granted by the city, state or federal government; including, but not limited to, noise generated by and necessary for the conduct of public festivals, parades, special events, and celebrations of recognized federal, state and local holidays.
- (2) Sound emanating from scheduled outdoor athletic events.
- (3) Any bell or chime from any building clock, school, or church;
- (4) Any siren, whistle, or bell lawfully used by emergency vehicles or any other alarm systems used in an emergency situation, provided that burglar alarms not terminating within 30 minutes after the responsible person has been notified shall be unlawful;
- (5) Noise created as a result of or relating to an emergency;

- (6) Warning devices required by OSHA or any local, county, state, or federal safety regulations;
- (7) Noise created by any aircraft flight operations which are specifically preempted by the Federal Aviation Administration;
- (8) Noise resulting from the provision of sanitation services;
- (9) The erection (including excavation), demolition, alteration, or repair of any building in a residential or business district Monday through Saturday;
- (10) All noises coming from motor vehicles properly equipped with the manufacturer's standard mufflers and noise reducing equipment;
- (11) Noise from lawful fireworks and noise-makers on holidays;
- (12) Lawn mowers and agricultural equipment used between the daylight hours of 7:00 a.m. and 8:00 p.m. when operated with all the manufacturer's standard mufflers and noise-reducing equipment in use and operating properly;
- (13) Sound amplification equipment used in conjunction with a telecommunications system on business properties to notify employees of that business of incoming phone calls, providing that this system be used only between the hours of 7:00 a.m. and 8:00 p.m. and that any speakers attached to the system be oriented toward the interior of the property;
- (14) Sound emanating from regularly scheduled, outdoor athletic events held by the recreation department;
- (15) Any other noise resulting from activities of a temporary duration permitted by law and for which a license or permit has been granted by the town in accordance with this chapter;
- (16) Warning devices used by trains traveling through the town for safety precautions;
- (17) Noises resulting from the provision of government services;
- (18) Construction operations from 7:00 a.m. to 9:00 p.m. on weekdays and 8:00 a.m. to 9:00 p.m. on weekends for which building permits have been issued or construction operations not requiring permits; providing all equipment is operated in accord with the manufacturer's specifications and with all standard equipment manufacturer's mufflers and noise-reducing equipment in use and in proper operating condition; and Construction operations from 7:00 a.m. until 9:00 p.m. on weekdays, 8:00 a.m. until 9:00 p.m. on Saturdays and Sundays, for which building permits have been issued or construction operations not requiring permits; providing all equipment is operated in accordance with the manufacturer's specifications and with all standard equipment manufacturer's mufflers and noise-reducing equipment in use and in proper operating condition; and
- (19) Construction operations from 7:00 a.m. until 9:00 p.m. on weekdays, 8:00 a.m. until 9:00 p.m. on Saturdays and Sundays, for which building permits have been issued or

construction operations not requiring permits; providing all equipment is operated in accordance with the manufacturer's specifications and with all standard equipment manufacturer's mufflers and noise-reducing equipment in use and in proper operating condition.

- (20) Emergency work made necessary to restore property to a safe condition; emergency work required to protect persons or property from danger or potential danger; or work by private or public utilities when restoring utility service.
- (21) Any street construction activity performed by, or on behalf of, a government agency on streets, provided that all equipment is operated in accordance with the manufacturer's specifications and is equipped with all legally required noise-reducing devices in proper operating condition. Blasting and pile driving on street projects are exempted under this exception only to the extent that they are carried on between the hours of 7:00 a.m. and 9:00 p.m., Monday through Saturday.
- (22) Unamplified and amplified sound at festivals, street fairs, or events conducted, sponsored or sanctioned by the Town of Winterville.
- (23) Unamplified and amplified sound at community concerts, movies or other activities conducted, sponsored or sanctioned by the Town of Winterville.
- (24) Practice sessions or performances by marching bands.

§ 96.06 Determinations

- In determining whether a noise is unreasonably loud, disturbing and unnecessary, the following factors incident to such noise are to be considered:
- The time of day.
- The proximity to residential structures, whether the noise is recurrent, intermittent or constant.
- The volume and intensity.
- Whether the noise has been enhanced in volume or range by any type of electronic or mechanical means.
- The character and zoning of the area.
- Whether the noise is related to the normal operation of a business or other labor activity.
- Whether the noise is subject to being controlled without unreasonable effort or expense to the creator thereof.

§ 96.07 Permits

- **Who may apply.** A person or group of persons may produce or cause to be produced sound in excess of the limits set in 96.02 only if a “permit to exceed” has been obtained. With a permit granted pursuant to this section, a person or group may exceed the maximum sound levels as long as the hours and scope of the permit are followed, and the noise is not un-reasonable shall as set out in § 96.03.
- **Application for permit.** Any person or group of persons desiring an “outdoor amplified sound permit” or a “permit to exceed” shall apply as provided in this section, and shall provide all information required. All applications for a “permit to exceed” shall be submitted to the chief of police or his designee at least seventy-two (72) hours prior to the scheduled event; failure to comply with this requirement shall be grounds for denying the permit.
- **Action by chief of police.** The chief of police or designee shall act upon all requests for permits. In considering and acting on all requests for permits pursuant to this chapter, the chief of police or designee shall consider, but shall not be limited to, the following in issuing or denying such permit: The timeliness of the application; the nature of the requested activity; previous experience with the applicant; the time of the event; other activities in the vicinity of the location proposed; the frequency of the application; the cultural or social benefits of the proposed activity; the effect of the activity on any residential area of the city and, previous violations, if any, of the applicant. In assessing “other activities in the vicinity” and the frequency of applications in the vicinity, the chief of police or designee shall not issue more than two (2) permits per month within a one thousand-foot radius of each other, or issue permits for events on consecutive weekends (Friday and Saturday) within a one-thousand-foot radius of each other. In considering or acting upon a request for a “permit to exceed” requested by a group, the chief of police or designee shall limit permits granted at any specific location to no more than four (4) “permits to exceed” per year.
- **Fee for permit.** Every application for a permit or permits shall require a \$20.00 administrative fee. The permit shall not be unreasonably withheld and may contain appropriate conditions, including maximum decibel levels, designed to minimize the disruptive impact. Permits for the activities significantly for religious or political purposes shall be granted, subject only to reasonable time, place and manner restrictions. Permits issued under this section may specify that the permission granted will continue for a stated period or until revoked after actual notice. Persons shall not be held in violation of this chapter when acting in conformity with permit conditions, but any permit may be revoked if it is determined that the authorized activity has exceeded the scope of the permit or resulted in generation of unreasonably loud, disturbing sound levels.

- In the event an application is denied, a permit is approved with conditions unacceptable to the applicant, or a permit is revoked, the applicant or permit holder shall be entitled to a prompt, informal hearing with the Town Manager or his or her designee, upon submission of a written request. Any person aggrieved by a matter regulated by this ordinance may submit to the governing body written comments, including requests for appropriate relief.
- That no permitted event may last more than four (4) hours in duration.
- That no event may extend beyond 11:00 p.m.

§ 96.08 ENFORCEMENT AND PENALTIES

When it is reasonable and practical to do so, a person believed to be violating any portion of this chapter may be given an oral order to cease or abate the noise immediately, or as soon as is reasonable or practical, prior to being charged with a violation. Where there is a violation of any provision of this chapter, the town, at its discretion, may take one or more of the following enforcement actions.

(A) A police officer may issue a citation subjecting the violator to a \$50 civil penalty, which may provide for a \$15 delinquency charge if the penalty is not paid within 20 days of issuance, and which penalty and delinquency charge may be recovered by the town in a civil action.

Further, each day's continuing violation shall be a separate and distinct offense.

(B) A misdemeanor warrant may be issued in accordance with G.S. § 160A-175 either immediately or upon the issuance of a citation and the violator's failure to pay the civil penalty.

(C) A civil action seeking a penalty of \$100 per day of violation plus injunctive relief and order of abatement may be directed toward any person creating or allowing the creation of any unlawful noise, including the owner or person otherwise having legal or actual control of the premises from which it emanates.

(1992 Code, § 96.05) (Ord. 01-O-22, passed 10-8-2001)

§ 96.09 APPEALS PROCEDURE

An appeal from the issuance of a citation pursuant to §96.99 (A) may be taken by a person aggrieved thereby. The appeal must be taken within ten days from the date of issuance of the citation on the party in interest. An aggrieved party must give notice of appeal by mailing or hand-delivering a written statement to the Town Manager which states some grounds for appeal. Upon receipt of the notice of appeal, the Town Manager shall fix a reasonable time for the hearing of the appeal, shall give due notice to all parties in interest, and shall render a decision within a reasonable time. Any party may appear in person or by agent or attorney and

present evidence. The Town Manager may reverse, affirm, or modify the issuance of the citation. The Town Manager will render a written decision within five days of the hearing, and the written decision will be promptly served on the aggrieved party by mailing or hand-delivery of same. All decisions of the Town Manager are final. Any decision of the Town Manager may be appealed to the appropriate court of general jurisdiction after all appeals have been taken pursuant to this section within 15 days of the service of the decision of the Town Manager on the aggrieved party.

§ 96.10 EFFECTIVE DATE

This chapter is effective upon adoption.

3. Recreation Advisory Board Composition Ordinance Amendment: Town Clerk Harvey explained the changes approved at the March 11, 2019 Regular Council Meeting and put forth in the ordinance.

ORDINANCE NO. 19-O-052

**ORDINANCE AMENDING CHAPTER 32 OF THE CODE OF ORDINANCES
OF THE TOWN OF WINTERVILLE, NORTH CAROLINA**

BE IT ORDAINED by the Town Council of the Town of Winterville, North Carolina that Title III Chapter 32 of the Code of Ordinances of the Town of Winterville is hereby amended as follows:

CHAPTER 32: TOWN ORGANIZATIONS – PARKS AND RECREATION DEPARTMENT.

§32.046 - COMPOSITION.

The Parks and Recreation Department is comprised of a Director and a Parks and Recreation Advisory Board. The Director shall be hired and appointed by the Town Manager. The Parks and Recreation Advisory Board of the township shall be comprised of nine members and one alternate member, of which six shall reside within the town limits at the time of their appointment, and three shall reside outside of the corporate limits of the town, but within the limits of the extraterritorial jurisdiction at the time of their appointment, and one alternate member who may reside either within the town limits or outside of the corporate limits of the town, but within the limits of the extraterritorial jurisdiction at the time of his or her appointment.

The remainder of Chapter 32 is not amended pursuant to this Ordinance.

This Ordinance shall be effective upon adoption.

Adopted this the 13th day of May, 2019.

Douglas A. Jackson, Mayor

ATTEST:

Donald Harvey, Town Clerk

Motion made by Councilman Moore and seconded by Councilwoman Roberson to approve the Parks and Recreation Advisory Board composition as outlined in Ordinance 19-O-052. The motion carried unanimously, 4-0.

4. Re-appointments to the Parks and Recreation Advisory Board: Parks and Recreation Director Johnston noted the Recreation Advisory Board (RAB) has three (3) members whose term expire in June 30, 2019. Each has requested reappointment to an additional term. The following is a list of said members and their membership type: Victoria Hawkins (Resident), John Relford (Resident), and Johnny Fleming (Resident). Staff recommends reappointment of all current members, as listed above, to an additional two (2) year term on the Recreation Advisory Board with term expiring on June 30, 2021.

Motion made by Councilman Moore and seconded by Mayor Pro Tem Smith to approve the reappointments presented to the Recreation Advisory Board. The motion carried unanimously, 4-0.

5. Speed Limit Update: Travis Welborn, Public Works Director gave an update on the speed limit signs on Town streets.

Councilman Moore noted a problem at Vernon White Road and Mill Street blocking traffic. Public Works Director Welborn said he would contact NCDOT to get something done.

NEW BUSINESS:

1. Audit Contract: Finance Director Bowers noted that 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. We are recommending that we use Carr, Riggs, and Ingram, LLC out of Goldsboro. This will be the second full year for the Goldsboro team. Carr, Riggs, and Ingram, LLC is one of the best and highly recognized in the state.

Motion made by Councilman Moore and seconded by Councilwoman Roberson to approve the FY 2018-2019 Audit Contract with Carr, Riggs, and Ingram, LLC. The motion carried unanimously, 4-0.

2. Budget Amendment 2018-2019-05: Finance Director Bowers presented the budget amendment. This is the fifth budget amendment for the 2018-2019 Fiscal Year. This amendment addresses four items. The first item addresses the sale of the Fire Truck to Johnston Community College for \$25,000. The second item addresses the loss of revenue associated with the moving of American Trucking. We received an estimated \$26,000 annually. The new company does not rent out heavy equipment, so we cannot tax them. The third item is for funds in the reserve account reimbursed to EMS for the purchase of a new stretcher. The amount requested is \$22,000.00. The fourth item covers the need for additional maintenance and repair funds for the fire trucks. Due to the age of the trucks, this line item is more than expected. The amount needed to cover the remaining of the year is \$6,200. The fifth item addresses the need for additional funds in the Sewer fund. Due to a large amount of maintenance and repair items, the fund needs \$22,500 to cover expenditures for the rest of the year.

BUDGET ORDINANCE AMENDMENT 18-19-5

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, 2019:

SECTION 1. Revenues are to be changed as follows:

LINE ITEM DESCRIPTION		Fund		Increase	Decrease
Fund Balance Contribution	10	3831	General	\$ 44,250	
Misc Revenue	10	3820	General	\$ 25,000	
Heavy Equipment Tax	10	3170	General		\$ 26,300
Retained Earnings	62	3935	Sewer	\$ 22,500	
Total				\$ 91,750	\$ 26,300

SECTION 2. Appropriations are to be changed as follows:

LINE ITEM DESCRIPTION		Department	Fund	Increase	Decrease
Supplies and Materials	1043433000	4230	EMS	General	\$ 22,000
Maint and Repair of Vehicles	1043432000	4226	Fire	General	\$ 6,200
Subdivision LOC Reserve Exp	1041950000	5121	Non Departmental	General	\$ 14,750
Overtime	6273732020	4121		Sewer	\$ 3,500
Maint & Repair	6273732020	4225		Sewer	\$ 5,000
Supplies and Materials	6273732020	4230		Sewer	\$ 2,500
Contracted Services	6273732020	4233		Sewer	\$ 2,500
Engineering	6273732020	4232		Sewer	\$ 6,000
Customer Bill Prep	6273732020	4301		Sewer	\$ 3,000
Total				\$ 65,450	\$ -

Adopted the 13th day of May 2019.

Mayor

Town Clerk

Motion made by Councilman Moore and seconded by Councilman Moyer to approve Budget Ordinance Amendment 18-19-5. The motion carried unanimously, 4-0.

3. Municipal Election Voting One-Stop Site: Town Clerk Harvey presented information relating to the Municipal Election One-Stop Voting Site. The Board of Elections requires that the Town request a One-Stop voting site if they desire a site for the Municipal Elections. The Board of Elections has provided the Town with an estimate of \$14,177.58 for a One-Stop voting site prior to Election Day and \$9,136.45 for Election Day voting.

Motion made by Councilman Moore and seconded by Councilman Moyer to approve the Municipal Election Voting One-Stop Site. The motion carried 3-1, Mayor Pro Tem Smith opposed.

4. Dynamic Transfer Agreement: Assistant Town Manager Williams presented the information on the Dynamic Transfer Agreement between NTE Carolinas, LLC, Duke Energy, and Town of Winterville. The Town of Winterville has a Wholesale Power Purchase Agreement with NTE. The scheduling and transferring of the Town’s real time power demands are required for Duke Energy (DEP) and NTE to deliver the necessary energy load. The primary parties to the subject agreement are Duke Energy and NTE. The Town is in the agreement due to the scheduled energy load recipient having to comply with the federal requirements. The Town’s consultant, Summit Utility Advisors, has reviewed the agreement and has found no issues as presented.

Motion made by Mayor Pro Tem Smith and seconded by Councilman Moore to approve the Dynamic Transfer Agreement between NTE Carolinas, LLC, Duke Energy, and the Town of Winterville. The motion carried unanimously, 4-0.

5. Railroad Street Ordinance Amendment: Town Clerk Harvey presented the Ordinance Amendment for One Way Streets on East and West Railroad Street.

ORDINANCE NO. 19-O-053

ORDINANCE AMENDING CHAPTER 74 OF THE CODE OF ORDINANCES OF THE TOWN OF WINTERVILLE, NORTH CAROLINA

BE IT ORDAINED by the Town Council of the Town of Winterville, North Carolina that Title VII Chapter 74 of the Code of Ordinances of the Town of Winterville is hereby amended as follows:

CHAPTER 74: TRAFFIC SCHEDULES – SCHEDULE VI: ONE-WAY STREETS.

The following streets are designated for one-way traffic only:

<i>Street</i>	<i>Location</i>	<i>Direction</i>	<i>Ordinance No.</i>
East Railroad Street	From Main Street to Depot Street	Northbound	19-O-053

<i>Street</i>	<i>Location</i>	<i>Direction</i>	<i>Ordinance No.</i>
West Railroad Street	From Depot Street to Main Street	Southbound	19-O-053

This Ordinance shall be effective upon adoption.

Adopted this the 13th day of May, 2019.

Douglas A. Jackson, Mayor

ATTEST:

Donald Harvey, Town Clerk

Motion made by Councilman Moore and seconded by Councilwoman Roberson to approve the item. The motion carried unanimously, 4-0.

OTHER AGENDA ITEMS:

1. Date and Time Reschedule for Special Called Meeting to Conduct the Town Manager's Performance Review.

Motion made by Councilwoman Roberson and seconded by Councilman Moye to approve Monday, June 3, 2019 at 5:30 pm in the Town Hall Executive Conference Room for the Town Manager Evaluation. The motion carried unanimously, 4-0.

ITEMS FOR FUTURE AGENDA/FUTURE WORK SESSIONS:

None

REPORTS FROM DEPARTMENT HEADS:

- ❖ Minimum Housing/Code Enforcement (TLP)
- ❖ Tar Road Widening Project – Electric Engineering/Relocation (RS)
- ❖ New Electric Territory Engineering/Installation (RS)
- ❖ Fork Swamp Greenway Project (EJ)
- ❖ Multi-Purpose Building Site Plan (EJ)
- ❖ Winterville Market/Town Common Plan (BW)
- ❖ Winterville Land Use Plan (BJ)
- ❖ Chapman Street Culvert - Nobel Canal Drainage Basin Study (TW)
- ❖ 2018 SRF Application (Sewer Rehabilitation) (TW)

ANNOUNCEMENTS: Town Clerk Harvey gave the following announcements

1. CityVision 2019 NCLM Annual Meeting – Tuesday, May 14, 2019 through Thursday, May 16, 2019 – Hickory, NC.
2. Planning and Zoning Board Meeting – Monday, May 20, 2019 - 7 pm - Town Hall Assembly Room.
3. Board of Adjustment Meeting – Tuesday, May 21, 2019 - 7 pm - Town Hall Assembly Room.
4. Town Office closed on Monday, May 27, 2019 for Memorial Day Holiday.
5. Town Council Budget Work Session – Tuesday, May 28, 2019 – 6:00 pm - Depot.
6. Town Council Budget Work Session – Wednesday, May 29, 2019 – 6:00 pm - Depot.
7. Budget Public Hearing – Monday, June 3, 2019 – 7:00 pm – Town Hall Assembly Room.

REPORTS FROM THE TOWN ATTORNEY, MAYOR, AND TOWN COUNCIL, AND TOWN MANAGER:

Attorney Lassiter: Noted from the earlier discussion that early voting last 3 weeks.

Councilman Moore: No report

Councilwoman Roberson: Thanked everyone for the many acts of kindness.

Mayor Pro-Tem Smith: Questioned the number of buildings allowed in a backyard. Planning Director Jones noted the lot in question meets the standard that is a ratio of building square footage to lot square footage. He also questioned who would mow the new Laurie Ellis Road area. Public Works Director Welborn said he would check with NCDOT on the arrangement.

Councilman Moyer: He asked about status of Nobel Canal. Public Works Director Welborn stated we are waiting on easements. The engineering work is nearing completion.

Manager Parker: She expressed that we standby Councilwoman Roberson and Councilman Hines in their recent losses.

Mayor Jackson: No report.

ADJOURN: Motion made by Councilman Moore and seconded by Councilwoman Roberson to adjourn regular meeting. Motion carried unanimously, 4-0. Meeting adjourned at 9:12 pm.

Adopted this the 10th day of June, 2019.

Douglas A. Jackson, Mayor

ATTEST:

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: June 10, 2019

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Holly Grove, Section 1 – Annexation.

Action Requested: Direct Town Clerk to Investigate the Sufficiency of Annexation.

Attachments: Annexation Petition, Annexation Map, Legal Description

Prepared By: Bryan Jones, Planning Director

Date: 5/29/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

The property owner of Parcels 07840, 07041, and 84295 (Holly Grove, Section 1) is applying for annexation into the Town limits.

Holly Grove, Section 1:

Location: Church Street Ext. south of its intersection with Laurie Ellis Road.

Size: 29 Lots, 13.90 Acres.

Zoned: 12.5.

Annexation Process:

1st Council Meeting: Direct Town Clerk to Investigate the Sufficiency of the Annexation (6/10/19).

2nd Council Meeting: Schedule a Public Hearing for the Annexation (8/19/19).

3rd Council Meeting: Hold Public Hearing on the Annexation (9/9/18).

Budgetary Impact: TBD.

Recommendation: Direct Town Clerk to Investigate Sufficiency.

PETITION REQUESTING ANNEXATION

Date: 28 May 2019

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

Name CAROLINA EASTERN HOMES LLC
R. DALE BENT - Member Manager Address 2012 SHEPARD ST. MORRISHEAD CITY, NC
Signature  28557

Name _____ Address _____

Signature _____

Name _____ Address _____

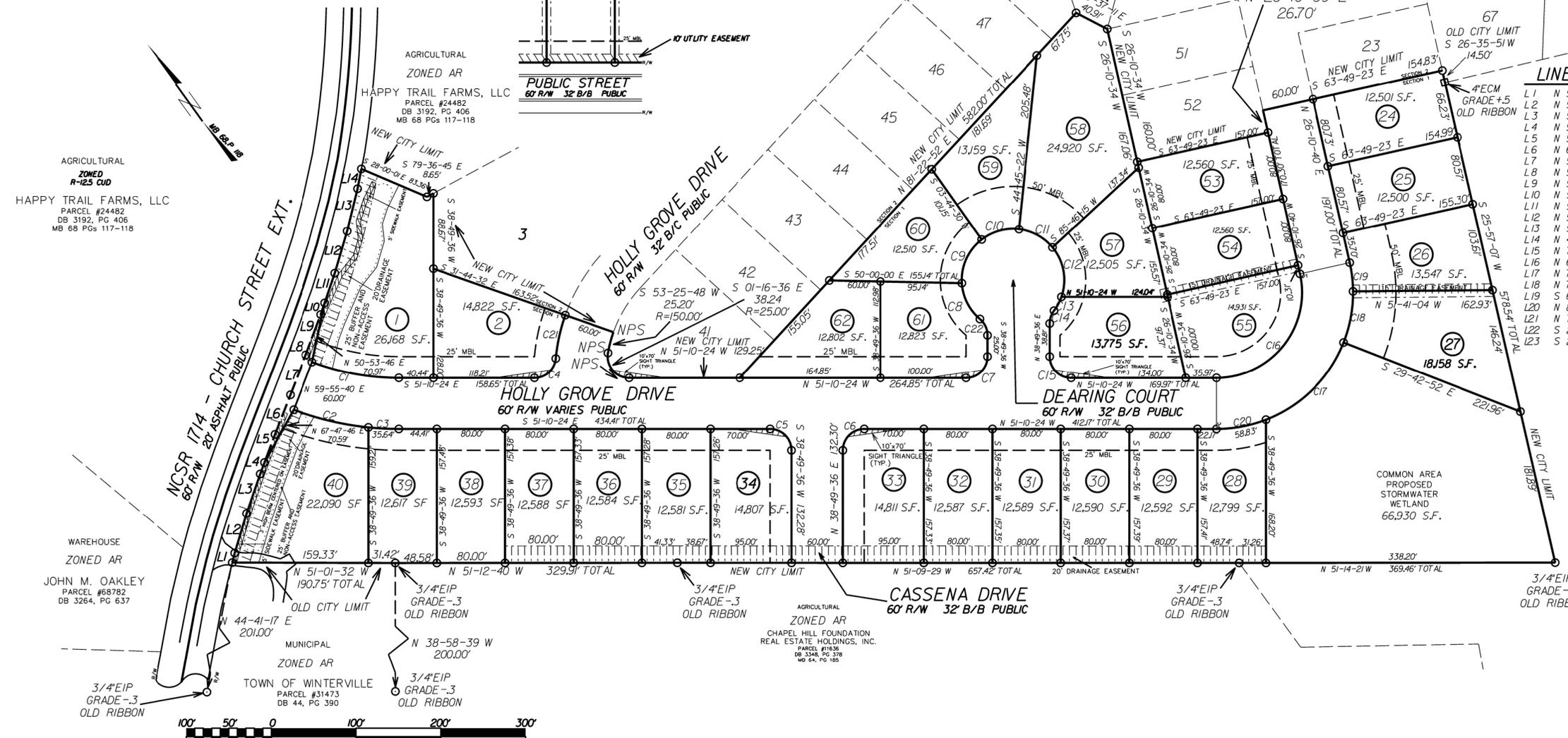
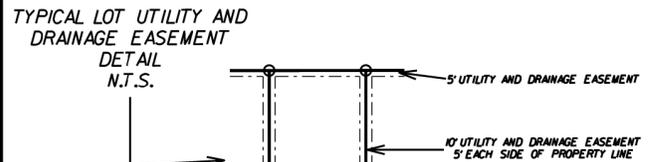
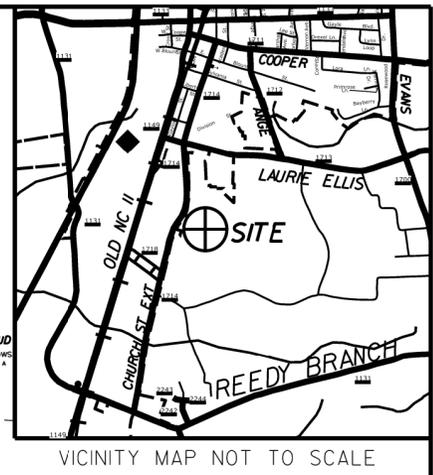
Signature _____

LEGEND:
 NIS = NEW #5 REBAR
 NPS = NO POINT SET
 EIP = EXISTING IRON PIPE
 PP = POWER POLE
 EIS = EXISTING IRON STAKE
 B/B = BACK OF CURB TO BACK OF CURB
 R/W = RIGHT OF WAY
 NPK = NEW PK NAIL
 CLR INT = CENTERLINE ROAD INTERSECTION
 MBL = MINIMUM BUILDING LINE
 ERRS = EXISTING RAILROAD SPIKE
 ---X--- = FENCE
 ---E--- = OVERHEAD ELECTRIC LINE


SITE DATA
 TOTAL AREA IN TRACT = 13.90 ACRES
 NUMBER OF LOTS CREATED = 29
 AREA IN COMMON AREA = 1.54 ACRES
 AREA IN PARKS, RECREATION AREAS, AND THE LIKE = 0
 LINEAR FEET IN STREETS = 1,929 L.F.
 ZONING CLASSIFICATION = R-12.5
 AVERAGE LOT SIZE = 14,547 S.F.

EASEMENT NOTES:
 1. WATER MAINS AND SERVICES HAVE 10' UTILITY EASEMENTS CENTERED ON LINES AS INSTALLED.
 2. SANITARY SEWER SERVICE LINES HAVE 20' UTILITY EASEMENTS CENTERED ON SERVICE LINES AS INSTALLED.
 3. SANITARY SEWER MAINS LESS THAN 6" DEEP HAVE A 20' UTILITY EASEMENT CENTERED ON SEWER LINES AS INSTALLED.
 4. SANITARY SEWER MAINS 6"-15" HAVE A 30' UTILITY EASEMENT CENTERED ON SEWER LINES AS INSTALLED.
 5. SANITARY SEWER MAINS GREATER THAN 15" DEED HAVE A 40' EASEMENT CENTERED ON SEWER LINE AS INSTALLED.

STORM DRAINAGE WIDTHS
 15" RCP = 10' EASEMENT
 18" RCP = 15' EASEMENT
 24" RCP = 15' EASEMENT
 30" RCP = 20' EASEMENT
 36" RCP = 20' EASEMENT
 42" RCP = 25' EASEMENT
 48" RCP = 25' EASEMENT
 ALL OTHERS ARE 10' WIDE
 DITCHES = AS NOTED.



LINE TABLE		CURVE TABLE	
L1	N 53-00-45 E 115.4'	C1	N 40-50-57 W 103.24' R=288.00'
L2	N 55-22-21 E 48.80'	C2	S 37-52-28 E 89.99' R=348.00'
L3	N 57-41-32 E 48.99'	C3	N 48-14-18 W 35.64' R=250.00'
L4	N 59-14-18 E 14.33'	C4	S 86-25-19 W 33.72' R=250.00'
L5	N 59-14-18 E 29.13'	C5	S 06-10-24 E 35.36' R=250.00'
L6	N 60-04-02 E 49.81'	C6	N 83-49-36 E 35.36' R=250.00'
L7	N 59-52-56 E 50.8'	C7	S 83-49-36 W 35.36' R=250.00'
L8	N 59-17-35 E 20.62'	C8	S 12-11-01 W 46.96' R=60.00'
L9	N 59-28-23 E 75.7'	C9	S 63-06-30 W 56.13' R=60.00'
L10	N 59-13-57 E 22.49'	C10	N 22-44-40 W 44.96' R=60.00'
L11	N 57-37-21 E 36.81'	C11	N 66-52-38 W 45.20' R=60.00'
L12	N 55-08-15 E 51.42'	C12	N 28-41-01 E 58.95' R=60.00'
L13	N 52-30-09 E 51.45'	C13	N 66-54-03 E 18.35' R=60.00'
L14	N 49-41-04 E 23.69'	C14	N 57-15-42 E 15.81' R=250.00'
L15	N 70-37-53 E 51.52'	C15	N 06-10-24 W 35.36' R=250.00'
L16	N 61-04-55 E 24.22'	C16	S 77-30-06 W 156.14' R=100.00'
L17	N 71-46-21 E 56.33'	C17	N 83-57-29 E 128.53' R=160.00'
L18	N 75-07-58 E 57.13'	C18	N 49-17-46 E 60.95' R=160.00'
L19	S 69-41-23 E 84.74'	C19	N 32-14-46 E 33.83' R=160.00'
L20	N 80-39-05 E 19.19'	C20	S 61-46-01 E 58.83' R=160.00'
L21	N 72-04-58 E 54.47'	C21	S 51-08-16 W 52.06' R=210.00'
L22	S 26-29-33 W 42.41'	C22	S 13-59-13 W 21.00' R=60.00'
L23	S 26-37-11 W 57.92'		

SURVEYOR'S CERTIFICATION
 I, JAMES L. EDWARDS, PLS., CERTIFY THAT THIS MAP WAS DRAWN FROM AN ACTUAL FIELD SURVEY MADE BY ME, THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:10,000, THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM DEED INFORMATION SHOWN IN DEED BOOK N/A, PAGE N/A, THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED, WITNESS MY HAND AND SEAL THIS 28th DAY OF MAY, 2019.
 I CERTIFY THAT THIS MAP IS OF ANOTHER CATEGORY (ANNEXATION).
 JAMES L. EDWARDS, PLS. L-4867

ANNEXATION MAP FOR TAX PARCELS 07840, 07841, AND 84295.
HOLLY GROVE SUBDIVISION
 ALL OF SECTION 1
 REFERENCE: DEED BOOK 3636, PAGES 631-636 OF THE PITT COUNTY REGISTER OF DEEDS
 WINTERVILLE TOWNSHIP, PITT COUNTY, NC

GENERAL NOTES:
 1. ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
 2. A 5' UTILITY EASEMENT WILL BE RESERVED INSIDE ALL SIDE, REAR, AND FRONT PROPERTY LINES, SEE DETAIL 'A'.
 3. NEW 5/8" IRON STAKES TO BE SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.
 4. THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARDOUS AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, REFERENCE: FIRM 3720467400J, DATED JAN. 2, 2004.
 5. HOMEOWNERS ASSOCIATION IS RESPONSIBLE FOR THE MAINTENANCE OF COMMON AREA AND STORMWATER POND.
 6. NO IRON STAKES ARE SET IN CENTERLINE OF DITCHES UNLESS OTHERWISE NOTED.
 7. MAXIMUM BUILT UPON AREA ON EACH LOT IS NOT TO EXCEED 4,854 S.F.
 8. NO COMBUSTIBLES SHALL BE BROUGHT ON SITE OF THE HOMES BEING CONSTRUCTED UNTIL THE WATER/HYDRANTS ARE AVAILABLE FOR FIRE PROTECTION IN THE EVENT OF AN EMERGENCY, AS DRAWN IN THE PRELIMINARY PLAT.
 9. THE DESIGNATION OVER WATER, SEWER, DRAINAGE, AND ELECTRIC LINES ARE FOR THE PURPOSE OF ESTABLISHING THE WIDTH OF SAID EASEMENTS. THE EASEMENTS SHOWN ARE NOT EXCLUSIVE AND WILL PERMIT THE FUTURE INSTALLATION OF WATER, SANITARY SEWER, DRAINAGE, AND ELECTRIC LINES WITHIN THOSE DESIGNATED WIDTHS.
 10. NO BUILDINGS, STRUCTURES, OR OTHER IMPROVEMENTS, MATERIALS, AND SURFACES, INCLUDING BUT NOT LIMITED TO PRINCIPAL AND ACCESSORY STRUCTURES AND ADDITIONS OR APPURTENANCES THERETO, SIGNAGE, FENCES, WALLS, MECHANICAL EQUIPMENT, CANOPIES, ANTENNAS, MASTS, AERIALS, MONUMENTS, LANDSCAPE PLANTINGS, FILL MATERIALS, DEBRIS, SOLID WASTE CONTAINERS, MAIL RECEPTACLES AND IMPERVIOUS SURFACES, SHALL ENCRUCH WITHIN ANY DEDICATED EASEMENT WITHOUT PRIOR WRITTEN APPROVAL FROM THE TOWN OF WINTERVILLE.
 11. ALL UTILITY AND DRAINAGE EASEMENTS ARE CENTERED ON LINES AS INSTALLED UNLESS OTHERWISE NOTED.
 12. BMP MAINTENANCE AGREEMENT MUST BE RECORDED BEFORE APPROVAL OF FINAL PLAT.
 13. EITHER TEMPORARY OR PERMANENT STREET SIGNAGE MUST BE INSTALLED DURING THE CONSTRUCTION PHASE OF THIS SUBDIVISION, AS IS REQUIRED BY THE 2012 NC FIRE CODE.

OWNER: CAROLINA EASTERN HOMES, LLC
 ADDRESS: P.O. BOX 235
 MOREHEAD CITY, NC, 28557
 PHONE: (252) 725-5375
 DATE: 5/28/19
 SCALE: 1 INCH EQUALS 100 FEET.
JAMES L. EDWARDS LAND SURVEYING (252) 714-7374
 362 SECOND STREET,
 AYDEN, NC, 28513

MAP SHOWING AREA ANNEXED BY
TOWN OF WINTERVILLE, N.C.
 ORDINANCE NO: _____ AREA: 13.90 ACRES
 ACCEPTED FOR THE TOWN OF WINTERVILLE
 MAYOR _____ DATE _____

REVIEW OFFICER
 STATE OF NORTH CAROLINA
 COUNTY OF PITT
 REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.
 DATE: _____
 REVIEW OFFICER _____

Legal Description for Holly Grove Section 1

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

Beginning at a new iron stake in the Eastern Right of Way of NCSR 1714, Church Street Ext. and continuing along said Right of Way N 53-00-45 W, 11.54 feet to another new iron stake, thence N 55-22-21 E, 48.80 feet to another new iron stake, thence N 57-41-32 E, 48.99 feet to another new iron stake, thence N 67-47-46 E, 70.59 feet to another new iron stake, thence N 50-53-46 E, 70.97 feet to another new iron stake, thence N 57-37-21 E, 36.81 feet to another new iron stake, thence N 55-08-15 E, 51.42 feet to another new iron stake, thence N 52-30-09 E, 51.45 feet to another new iron stake, thence N 49-41-04 E, 23.69 feet to another new iron stake in said Right of Way, thence leaving said Right of Way S 28-00-01 E, 83.36 feet to another new iron stake, thence S 79-36-45 E, 8.65 feet to the Northeastern Property Corner of new Lot 1, thence S 38-49-36 W, 88.67 feet to another new iron stake, being the Northwestern Property Corner of new Lot 2, thence S 31-44-32 E, 163.52 to a new iron stake in the Western Right of Way of new street, Holly Grove Drive, thence S 31-44-32 E, 60.00 feet to a No Point Set in the Eastern Right of Way of new street, Holly Grove Drive, thence S 53-25-48 W, 25.20 feet at a chord bearing and distance around a 150.00 foot radius to a No Point Set in said Right of Way, thence S 01-16-36 E, 38.24 feet, a chord bearing and distance having a 25.00 foot radius to a new iron stake located at the intersection of new streets, Holly Grove Drive, and said point being located in the Eastern Right of Way of new said street, thence S 51-10-24 E, 129.25 feet to a new iron stake, being the corner of new Lots 41, and 62, thence leaving said Right of Way at N 81-22-52 E, 582.00 feet to a new iron stake at the corner of new Lots 48,49, and 58, thence S 23-37-11 E, 40.91 feet to a new iron stake being the corner of new Lots 49, 50, and 58, thence S 26-10-34 W 160.00 feet to a new iron stake being the corner of new Lots 52 and 53, thence S 63-49-23 E, 157.00 feet to a new iron stake located in the Western Right of Way of new street, Holly Grove Drive, thence with said Right of Way, N 26-10-39 E, 26.70 feet to a No Point set in said Right of Way, thence S 63-49-23 E, 60.00 feet to a new iron stake located in the Eastern Right of Way of new Street Holly Grove Drive, thence S 63-49-23 E, 154.83 feet to a new iron stake, being the corner for new Lots 23, and 24, thence S 26-35-51 W 14.50 feet to an existing 4" concrete monument, which is the corner for Lot 67, Laurie Meadows Subdivision, Phase 3, Section A recorded in Map Book 81, Page 52, thence S 25-57-07 W, 578.54 feet to an existing iron pipe, being the corner of new Common Area, thence N 51-14-21 W, 369.46 feet to an existing iron pipe, thence N 51-09-29 W, 657.42 feet to another existing iron pipe, thence N 51-12-40 W, 329.91 feet to another existing iron pipe, thence N 51-01-32 W, 190.75 feet to the Point of Beginning, containing 13.90 acres.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: June 10, 2019

Presenter: Anthony Bowers, Finance Director

Item to be Considered

Subject: Budget Amendment 2018-2019-6.

Action Requested: Approve the budget amendment.

Attachments: Budget Amendment 18-19-6.

Prepared By: Anthony Bowers, Finance Director

Date: 5/30/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

This is the final budget amendment for the 2018-2019 Fiscal Year.

This amendment addresses five major items, and several small housekeeping items.

The first major item addresses obtaining debt for the purchase of the Fire Truck. We originally budgeted the funds from Fund Balance; however, we completed the financing with Southern Bank and obtained the \$513,171 for the truck. We will reduce the use of fund balance and increase debt proceeds.

The second item addresses reimbursements from FEMA. We were able to recover \$69,615 in funding from FEMA related to Hurricane Florence.

The Third item address the need for additional funds to cover the purchase for resale line item in the Electric Fund. This will be offset by additional revenues. The extremely hot spring has driven the demand higher that what we would normally budget. The additional amount of funding is \$400,000.

The fourth item covers funds received from developers for the impact fees that are set aside in the capital reserve account.

The fifth item increases the budget in the amount of \$21,800 as the new contract with GUC.

All other items are for the cleaning up budget for year-end.

Budgetary Impact: The total budget amendment is for \$424,665.

Recommendation: Approve the Budget Amendment.

BUDGET ORDINANCE AMENDMENT 18-19-6

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, 2019:

SECTION 1. Revenues are to be changed as follows:

LINE ITEM DESCRIPTION		Fund	Increase	Decrease
Fund Balance	10	3831 General Fund		\$ 626,796
Heavy Use Tax	10	3170 General Fund	\$ 2,700	
County Contribution	10	3887 General Fund	\$ 5,000	
Police Event Pay	10	3863 General Fund	\$ 14,510	
GUC Service Agreement	10	3888 General Fund	\$ 21,800	
Debt Service Proceeds	10	3811 General Fund	\$ 513,171	
FEMA Funding	10	3425 General Fund	\$ 69,615	
Fund Balance Cont	60	3831 Electric		\$ 28,450
Misc Revenue	60	3909 Electric	\$ 28,450	
Connection Fees	60	3902 Electric	\$ 5,510	
Electric Sales	60	3901 Electric	\$ 400,000	
Connection Fees	61	3922 Water	\$ 14,000	
Sewer System Improvement Fee	62	3934 Sewer	\$ 5,155	
Fund Balance Appropriation	62	3831 Sewer		\$ 10,900
Grant Rev	62	3415 Sewer	\$ 10,900	
Total			\$ 1,090,811	\$ 666,146

SECTION 2. Appropriations are to be changed as follows:

LINE ITEM DESCRIPTION		Department	Fund	Increase	Decrease
Purchase for Resale	6071711000	4302	Electric	\$ 400,000	
Contribution To Capital Reserve	6071711000	9112	Electric	\$ 5,510	
Contribution To Capital Reserve	6172721000	9112	Water	\$ 14,000	
Contribution To Capital Reserve	6273732021	9112	Sewer	\$ 5,155	
Total				\$ 424,665	\$ -

Adopted the 10th day of June, 2019.

Mayor

Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: June 10, 2019

Presenter: Anthony Bowers, Finance Director

Item to be Considered

Subject: Close out of Capital Project Funds.

Action Requested: Adopt the Resolutions Closing out the Funds.

Attachments: Applicable Resolutions.

Prepared By: Anthony Bowers, Finance Director

Date: 5/31/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

As a result of the Town completing several capital projects we are now able to close the respective funds related to managing the projects. There are three project funds that need to be closed. They are as follows:

Fund 43 – Worthington Road Interconnect Project.

Fund 48 – Elevated Water Tank Rehabilitation Project.

Fund 49 – Church Street Pump Station Rehabilitation and Flood Mitigation Project.

All projects are complete. These resolutions allow staff to remove the project funds from the accounting system and roll any unspent funds back to the parent fund. Closing out these projects will also simplify the audit and the Comprehensive Annual Financial Report.

Budgetary Impact: N/A.

Recommendation: Adopt the attached resolutions.

RESOLUTION

CLOSE-OUT OF CAPITAL PROJECT FUND 43

WHEREAS, the Town of Winterville established a capital project fund on June 24th, 2014. This fund was established for the construction of the water system interconnect with Greenville Utilities Commission. The project was located on Worthington Road on the East side of Town. Revenues for the project were derived from Debt Proceeds and Contributions from the water fund, as well as contribution from Christ Covenant School. The fund was titled Worthington Road Interconnect.; and

WHEREAS, the Funds have had no activity during the last fiscal year; and

WHEREAS, all projects associated with these funds are complete; and

WHEREAS, any balance associated with the fund shall be returned to the parent fund; and

WHEREAS, Fund 43 Worthington Road Interconnect is now considered closed;

NOW THEREFORE, BE IT RESOLVED BY THE WINTERVILLE TOWN COUNCIL THAT the Town of Winterville has completed all projects and all documentation will be preserved in Town files to comply with recordkeeping requirements.

Adopted this the 10th day of June, 2019.

By: _____
Douglas A. Jackson, Mayor

By: _____
Donald Harvey, Town Clerk

SEAL

RESOLUTION

CLOSE-OUT OF CAPITAL PROJECT FUND 48

WHEREAS, the Town of Winterville established a capital project fund in March, 2016. This fund was established for the rehabilitation of the Town's Elevated Water Tower. Revenues for the project were derived from Debt Proceeds and Contributions from the water fund. The fund was titled Elevated Tank Rehab Fund 48; and

WHEREAS, the Funds have had no activity during the last fiscal year; and

WHEREAS, all projects associated with these funds are complete; and

WHEREAS, any balance associated with the fund shall be returned to the parent fund; and

WHEREAS, Fund 48 Elevated Tank Rehab is now considered closed;

NOW THEREFORE, BE IT RESOLVED BY THE WINTERVILLE TOWN COUNCIL THAT the Town of Winterville has completed all projects and all documentation will be preserved in Town files to comply with recordkeeping requirements.

Adopted this the 10th day of June, 2019.

By: _____
Douglas A. Jackson, Mayor

By: _____
Donald Harvey, Town Clerk

SEAL

RESOLUTION

CLOSE-OUT OF CAPITAL PROJECT FUND 49

WHEREAS, the Town of Winterville established a capital project fund on September 17th, 2017. This fund was established for the rehabilitation and flood mitigation for the Church Street pump station. The project was located on 3248 South Church Street. Revenues for the project were derived from the NC Economic Development Commission with a grant through the Golden Leaf Foundation, FEMA; as well as contributions from the Sewer fund. The fund was titled Church Street Sewer Pump Rehab and Mitigation; and

WHEREAS, the Fund will have completed all transactions as of June 30th 2019; and

WHEREAS, all projects associated with these funds are complete; and

WHEREAS, any balance associated with the fund shall be returned to the parent fund; and

WHEREAS, Fund 49 – Church Street Pump Station Rehab and Mitigation is considered closed as of June, 30th 2019;

NOW THEREFORE, BE IT RESOLVED BY THE WINTERVILLE TOWN COUNCIL THAT the Town of Winterville has completed all projects and all documentation will be preserved in Town files to comply with recordkeeping requirements.

Adopted this the 10th day of June, 2019.

By: _____
Douglas A. Jackson, Mayor

By: _____
Donald Harvey, Town Clerk

SEAL



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019

Presenter: Donald Harvey, Town Clerk

Item to be Considered

Subject: Ordinance Amendment for Parking Schedule on East and West Railroad Street.

Action Requested: Approve Ordinance.

Attachment: Ordinance # 19-O-061.

Prepared By: Donald Harvey, Town Clerk

Date: 5/29/2019

ABSTRACT ROUTING:

TC: 6/3/2019

FD:

TM: 6/4/2019

Final: 6/4/2019

Supporting Documentation

The attached ordinance reflects the changes to the parking schedules on East Railroad Street and West Railroad Street. The handicap parking changes are additional spaces not previously noted in the ordinances. The loading/unloading spaces are a change from "two spaces in front of Empress's Attic and Winterville Flower Shop" to "two spaces in front of 2592 Railroad Street per installed signage".

Budgetary Impact: N/A.

Recommendation: Approval of Ordinance.

ORDINANCE NO. 19-O-061

**ORDINANCE AMENDING CHAPTER 75 OF THE CODE OF ORDINANCES
OF THE TOWN OF WINTERVILLE, NORTH CAROLINA**

BE IT ORDAINED by the Town Council of the Town of Winterville, North Carolina that Title VII Chapter 75 of the Code of Ordinances of the Town of Winterville is hereby amended as follows:

CHAPTER 75: PARKING SCHEDULES.

SCHEDULE II: HANDICAPPED PARKING.

Parking on the following streets is strictly limited to disabled persons to whom special registration plates, or a municipal vehicle device or decal have been issued, and to qualified operators acting under their express direction while present:

Street	Side	Location	Ord. or Res. No.	Date Passed
Railroad Street	West	Two spaces between Depot Street and Main Street, directly in front of 2582 Railroad Street per installed signage.	19-O-061	6-10-2019
Railroad Street	East	One space directly in front of the Police Department per installed sign.	19-O-061	6-10-2019

(1992 Code, Chapter 75, Sch. II) Penalty, see § 72.99.

SCHEDULE III: SHORT-TERM PARKING.

Parking on the following streets is limited to 20 minutes.

Street	Side	Location	Ord. or Res. No.	Date Passed
Railroad Street	West	Two spaces in front of 2592 Railroad Street per installed signage.	19-O-061	6-10-2019

(1992 Code, Chapter 75, Sch. III) Penalty, see § 72.99.

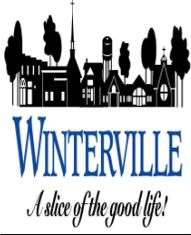
This Ordinance shall be effective upon adoption.

Adopted this the 10th day of June, 2019.

Douglas A. Jackson, Mayor

ATTEST:

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Old Business

Meeting Date: June 10, 2019

Presenter: Ryan Willhite, Chief of Police

Item to be Considered

Subject: Proposed changes to the Noise Ordinance for the Town of Winterville.

Action Requested: Consideration of the adoption of an expanded Noise ordinance.

Attachments: Proposed Noise Ordinance.

Prepared By: Ryan C. Willhite, Chief of Police

Date: 6/3/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

As the council is aware, noise complaints throughout the Town continue to be an issue. The attached change to the ordinance will outline some enhanced restrictions on permitting, update the intent and scope of the ordinance, as well as give officers a more detailed document as they respond to related calls for service. After consideration of decibel tables, devices to measure sound, and other jurisdictions opinions on such measuring methods, it is recommended that the ordinance not define decibel limits, nor proceed toward the use of devices used to measure sound, rather, to allow subtle changes to the ordinance in an effort to accommodate all citizens. The officers will continue to have the ability to determine if the noise is reasonable or disturbing using certain determinations such as (location, time of day or night, zoning, among others).

Budgetary Impact: N/A.

Recommendation: Approval.

CHAPTER 96: NOISE

96.01	PURPOSE
96.02	UNLAWFUL NOISES IN GENERAL
96.03	MOTOR VEHICLE NOISE
96.04	EXCEPTIONS
96.05	DETERMINATIONS
96.06	PERMITS
96.07	ENFORCEMENT AND PENALTIES
96.08	APPEALS PROCEDURE
96.09	EFFECTIVE DATE

§ 96.01 PURPOSE

The Town of Winterville recognizes that excessive and unnecessary noise endangers the physical and emotional health and welfare of the people, interferes with legitimate business and recreational activity, depresses property values, offends the senses, creates public nuisances, and in other respects reduces the quality of life.

§ 96.02 UNLAWFUL NOISE IN GENERAL

Loud and disturbing. It shall be unlawful for any person, firm or corporation to create or assist in creating any unreasonably **LOUD AND DISTURBING NOISE**, which term shall mean any sound which, because of its volume level, duration and character, annoys, disturbs, injures or endangers the comfort, health, peace or safety of reasonable persons of ordinary sensibilities within the limits of the town. The term **LOUD AND DISTURBING NOISE** shall be limited to loud and disturbing noise heard upon the public streets, in any public park, in any school or public building or upon the grounds thereof while in use, in any church or hospital or upon the grounds thereof while in use, upon any parking lot open to members of the public as invitees or licensees, or in any occupied residential unit which is not the source of the noise or upon the grounds thereof.

Unnecessary noise: Any excessive or unusually loud sound or any sound which disturbs the peace and quiet of any neighborhood or which does annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of any reasonable person of ordinary sensibilities or causes damage to property. Specifically, it shall be unlawful to emit noise of such character, intensity or duration as to be detrimental to the life or health of any reasonable person of ordinary sensibilities.

(A) The playing by any person, firm, or corporation, use, operate, or permit to be played, used or operated any television, radio, audio system in a motor vehicle, record, tape or compact disc player, drum, musical instrument, loudspeaker, communication system, amplification system, or any other sound production or reproduction system or device in such a manner that it is plainly audible (i) across property boundaries or inside the confines of the dwelling unit, house or apartment of another person, between the hours of 11:00 p.m. and 8:00 a.m., or (ii) at a distance of one hundred (100) feet or more in any direction from the device.

For purposes of this section, "plainly audible" means any sound that can be detected by a person using his or her unaided hearing faculties. Specific words or phrases need not be discernible. **The detection of bass reverberations is sufficient to constitute a plainly audible sound.**

(B) The keeping of any animal or bird which makes frequent or long continued sounds, that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity;

(C) The use of any automobile, motorcycle or vehicle so out of repair, so loaded, or in the manner as to create unreasonably loud, disturbing sounds;

(D) The operating of any garage or service station in any residential area so as to cause unreasonably loud, disturbing sounds to be emitted between the hours of 9:00 p.m. and 7:00 a.m. on any day;

(E) The creation of unreasonably loud, disturbing noise adjacent to any school, educational facility, church or court during normal operating hours, or within 150 feet of any hospital, which a reasonably prudent person would recognize as likely to unreasonably interfere with the working of the institutions, provided conspicuous signs are displayed indicating that the area is a school, educational facility, church, court or hospital area;

(F) The erection (including excavation), demolition, alteration or repair of any building in a residential or business district is strictly prohibited on Sunday, except in the case of urgent necessity in the interest of public safety, and then only with a permit given by an appropriate town official, which permit may be renewed for a period of three days or less while the emergency exists;

(G) The use of any loud, boisterous or raucous language or shouting that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity;

(H) The sounding of any horn or signal device on any automobile, motorcycle, bus or other vehicle while not in motion, except as a danger signal if another vehicle is approaching apparently out of control, or if in motion only as a danger signal; the creation by means of any such signal device of any unreasonably loud or harsh sound; and the sounding of the device for

an unreasonable period of time that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity.

§ 96.03 Motor Vehicle Noise

It shall be unlawful for any person to drive, operate, move, or permit to be driven, operated, or moved, a motor vehicle or combination of vehicles at any time in such a manner that the sound level of the vehicle, or amplified sound from the vehicle, exceeds the levels set forth in this chapter.

It shall be unlawful to play any radio, tape player, compact disc player or other sound-making device or instrument from within the motor vehicle so that the sound is plainly audible 50 feet away from the vehicle.

Mufflers. It shall be unlawful for any person to operate or cause the operation of a motor vehicle unless the exhaust system is free from defects, which affect sound reduction.

- No person shall remove or render inoperative, or cause to be removed or rendered inoperative, other than for purposes of maintenance, repair or replacement, any muffler or sound dissipative device on a motor vehicle.
- It shall be unlawful for any person to modify the exhaust system of a motor vehicle by the installation of a muffler cut-out or bypass, and no person shall operate a motor vehicle which has been so modified.

§ 96.04 Exceptions

The following are exempt from the provisions of set forth in this chapter.

- (1) Activities permitted by law for which a specific license or permit has been granted by the city, state or federal government; including, but not limited to, noise generated by and necessary for the conduct of public festivals, parades, special events, and celebrations of recognized federal, state and local holidays.
- (2) Sound emanating from scheduled outdoor athletic events.
- (3) Any bell or chime from any building clock, school, or church;
- (4) Any siren, whistle, or bell lawfully used by emergency vehicles or any other alarm systems used in an emergency situation, provided that burglar alarms not terminating within 30 minutes after the responsible person has been notified shall be unlawful;
- (5) Noise created as a result of or relating to an emergency;
- (6) Warning devices required by OSHA or any local, county, state, or federal safety regulations;
- (7) Noise created by any aircraft flight operations which are specifically preempted by the Federal Aviation Administration;

- (8) Noise resulting from the provision of sanitation services;
- (9) The erection (including excavation), demolition, alteration, or repair of any building in a residential or business district Monday through Saturday;
- (10) All noises coming from motor vehicles properly equipped with the manufacturer's standard mufflers and noise reducing equipment;
- (11) Noise from lawful fireworks and noise-makers on holidays;
- (12) Lawn mowers and agricultural equipment used between the daylight hours of 7:00 a.m. and 8:00 p.m. when operated with all the manufacturer's standard mufflers and noise-reducing equipment in use and operating properly;
- (13) Sound amplification equipment used in conjunction with a telecommunications system on business properties to notify employees of that business of incoming phone calls, providing that this system be used only between the hours of 7:00 a.m. and 8:00 p.m. and that any speakers attached to the system be oriented toward the interior of the property;
- (14) Sound emanating from regularly scheduled, outdoor athletic events held by the recreation department;
- (15) Any other noise resulting from activities of a temporary duration permitted by law and for which a license or permit has been granted by the town in accordance with this chapter;
- (16) Warning devices used by trains traveling through the town for safety precautions;
- (17) Noises resulting from the provision of government services;
- (18) Construction operations from 7:00 a.m. to 9:00 p.m. on weekdays and 8:00 a.m. to 9:00 p.m. on weekends for which building permits have been issued or construction operations not requiring permits; providing all equipment is operated in accord with the manufacturer's specifications and with all standard equipment manufacturer's mufflers and noise-reducing equipment in use and in proper operating condition; and Construction operations from 7:00 a.m. until 9:00 p.m. on weekdays, 8:00 a.m. until 9:00 p.m. on Saturdays and Sundays, for which building permits have been issued or construction operations not requiring permits; providing all equipment is operated in accordance with the manufacturer's specifications and with all standard equipment manufacturer's mufflers and noise-reducing equipment in use and in proper operating condition; and
- (19) Construction operations from 7:00 a.m. until 9:00 p.m. on weekdays, 8:00 a.m. until 9:00 p.m. on Saturdays and Sundays, for which building permits have been issued or construction operations not requiring permits; providing all equipment is operated in accordance with the manufacturer's specifications and with all standard equipment manufacturer's mufflers and noise-reducing equipment in use and in proper operating condition.

- (20) Emergency work made necessary to restore property to a safe condition; emergency work required to protect persons or property from danger or potential danger; or work by private or public utilities when restoring utility service.
- (21) Any street construction activity performed by, or on behalf of, a government agency on streets, provided that all equipment is operated in accordance with the manufacturer's specifications and is equipped with all legally required noise-reducing devices in proper operating condition. Blasting and pile driving on street projects are exempted under this exception only to the extent that they are carried on between the hours of 7:00 a.m. and 9:00 p.m., Monday through Saturday.
- (22) Unamplified and amplified sound at festivals, street fairs, or events conducted, sponsored or sanctioned by the Town of Winterville.
- (23) Unamplified and amplified sound at community concerts, movies or other activities conducted, sponsored or sanctioned by the Town of Winterville.
- (24) Practice sessions or performances by marching bands.

§ 96.05 Determinations

- In determining whether a noise is unreasonably loud, disturbing and unnecessary, the following factors incident to such noise are to be considered:
- The time of day.
- The proximity to residential structures, whether the noise is recurrent, intermittent or constant.
- The volume and intensity.
- Whether the noise has been enhanced in volume or range by any type of electronic or mechanical means.
- The character and zoning of the area.
- Whether the noise is related to the normal operation of a business or other labor activity.
- Whether the noise is subject to being controlled without unreasonable effort or expense to the creator thereof.

§ 96.06 Permits

- Who may apply. A person or group of persons may produce or cause to be produced sound in excess of the limits set in 96.02 only if a "permit to exceed" has been obtained. With a permit granted pursuant to this section, a person or group may exceed the

maximum sound levels as long as the hours and scope of the permit are followed, and the noise is not unreasonable as set out in § 96.03.

- Application for permit. Any person or group of persons desiring an “outdoor amplified sound permit” or a “permit to exceed” shall apply as provided in this section, and shall provide all information required. All applications for a “permit to exceed” shall be submitted to the chief of police or his designee at least seventy-two (72) hours prior to the scheduled event; failure to comply with this requirement shall be grounds for denying the permit.
- Action by chief of police. The chief of police or designee shall act upon all requests for permits. In considering and acting on all requests for permits pursuant to this chapter, the chief of police or designee shall consider, but shall not be limited to, the following in issuing or denying such permit: The timeliness of the application; the nature of the requested activity; previous experience with the applicant; the time of the event; other activities in the vicinity of the location proposed; the frequency of the application; the cultural or social benefits of the proposed activity; the effect of the activity on any residential area of the city and, previous violations, if any, of the applicant. In assessing “other activities in the vicinity” and the frequency of applications in the vicinity, the chief of police or designee shall not issue more than two (2) permits per month within a one thousand-foot radius of each other, or issue permits for events on consecutive weekends (Friday and Saturday) within a one-thousand-foot radius of each other. In considering or acting upon a request for a “permit to exceed” requested by a group, the chief of police or designee shall limit permits granted at any specific location to no more than four (4) “permits to exceed” per year.
- Fee for permit. Every application for a permit or permits shall require a \$20.00 administrative fee. The permit shall not be unreasonably withheld and may contain appropriate conditions, including maximum decibel levels, designed to minimize the disruptive impact. Permits for the activities significantly for religious or political purposes shall be granted, subject only to reasonable time, place and manner restrictions. Permits issued under this section may specify that the permission granted will continue for a stated period or until revoked after actual notice. Persons shall not be held in violation of this chapter when acting in conformity with permit conditions, but any permit may be revoked if it is determined that the authorized activity has exceeded the scope of the permit or resulted in generation of unreasonably loud, disturbing sound levels.
- In the event an application is denied, a permit is approved with conditions unacceptable to the applicant, or a permit is revoked, the applicant or permit holder shall be entitled to a prompt, informal hearing with the Town Manager or his or her designee, upon submission of a written request. Any person aggrieved by a matter regulated by this ordinance may submit to the governing body written comments, including requests for appropriate relief.

- That no permitted event may last more than four (4) hours in duration.
- That no event may extend beyond 11:00 p.m.

§ 96.07 ENFORCEMENT AND PENALTIES

Where there is a violation of any provision of this chapter, the town, at its discretion, may take one or more of the following enforcement actions.

(A) A police officer may issue a citation subjecting the violator to a \$50 civil penalty, which may provide for a \$15 delinquency charge if the penalty is not paid within 20 days of issuance, and which penalty and delinquency charge may be recovered by the town in a civil action. Further, each day's continuing violation shall be a separate and distinct offense.

(B) A misdemeanor warrant may be issued in accordance with G.S. § 160A-175 either immediately or upon the issuance of a citation and the violator's failure to pay the civil penalty.

(C) A civil action seeking a penalty of \$100 per day of violation plus injunctive relief and order of abatement may be directed toward any person creating or allowing the creation of any unlawful noise, including the owner or person otherwise having legal or actual control of the premises from which it emanates.

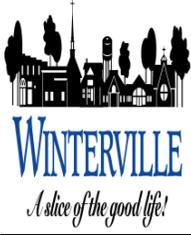
(1992 Code, § 96.05) (Ord. 01-O-22, passed 10-8-2001)

§ 96.08 APPEALS PROCEDURE

An appeal from the issuance of a citation pursuant to §96.99 (A) may be taken by a person aggrieved thereby. The appeal must be taken within ten days from the date of issuance of the citation on the party in interest. An aggrieved party must give notice of appeal by mailing or hand-delivering a written statement to the Town Manager which states some grounds for appeal. Upon receipt of the notice of appeal, the Town Manager shall fix a reasonable time for the hearing of the appeal, shall give due notice to all parties in interest, and shall render a decision within a reasonable time. Any party may appear in person or by agent or attorney and present evidence. The Town Manager may reverse, affirm, or modify the issuance of the citation. The Town Manager will render a written decision within five days of the hearing, and the written decision will be promptly served on the aggrieved party by mailing or hand-delivery of same. All decisions of the Town Manager are final. Any decision of the Town Manager may be appealed to the appropriate court of general jurisdiction after all appeals have been taken pursuant to this section within 15 days of the service of the decision of the Town Manager on the aggrieved party.

§ 96.09 EFFECTIVE DATE

This chapter is effective upon adoption.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019

Presenter: Terri L. Parker, Town Manager

Item to be Considered

Subject: FY 2019-2020 Fiscal Year Budget Ordinance.

Action Requested: Adoption of Ordinance.

Attachments: Draft FY 2019-2020 Budget Ordinance.

Prepared By: Anthony Bowers, Finance Director

Date: 5/31/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

Attached please find the Draft Budget Ordinance for the 2019-2020 Fiscal Year. The Budget Ordinance reflects totals for the Draft Balanced Budget as presented and discussed at the Budget Public Hearing held on Monday, June 3, 2019.

Budgetary Impact: As presented.

Recommendation: Staff recommends Council adoption of the Ordinance.

**TOWN OF WINTERVILLE
BUDGET ORDINANCE
FISCAL YEAR 2019-2020**

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, 2019 and ending June 30, 2020:

Ad Valorem Taxes	\$3,866,130
Other Taxes and Licenses	\$2,640,955
Permits and Fees	\$37,300
Sanitation Fees	\$545,268
Investment Income	\$131,017
Inspections	\$164,700
Miscellaneous Income	\$183,854
Inter-Fund Transfer Services	\$1,098,597
Electric Fund Contribution	\$500,000
EMS Contribution	\$122,850
Fund Balance Appropriation	\$418,406
Debt Proceeds	\$300,000
Total	\$10,009,077

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, 2019 and ending June 30, 2020:

Governing Board	\$105,823
Administration	\$628,448
Finance	1,057,685
Inspections	305,251
Human Resources	117,690
Information Technology	433,630
Planning Department	\$146,286
Public Buildings	\$646,304
Grounds and Maintenance	31,500
Police Department	\$2,173,267
Fire Department	\$1,025,020
EMS Department	\$120,911
Animal Control	\$13,100
Mosquito Control	\$8,600
Public Works	\$767,683
Sanitation	\$532,000
Non-Departmental	\$1,895,879
Total	\$10,009,077

SECTION 3: The following **revenues** will be available in the **Recreation Fund** for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Program Fees	\$132,880
Concession Income	\$52,000
General Fund Transfer	\$848,414
	<u>\$1,033,294</u>

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, 2019 and ending June 30, 2020:

Recreation Department	\$1,033,294
	<u>\$1,033,294</u>

SECTION 5: It is estimated that the following **revenues** will be available in the **Powell Bill Fund** for the Fiscal year beginning July 1, 2019 and ending June 30, 2020:

Grant Funding	\$251,494
Interest Income	\$10,125
	<u>\$261,619</u>

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, 2019 and ending June 30, 2020:

Powell Bill	\$261,619
	<u>\$261,619</u>

SECTION 7: It is estimated that the following **revenues** will be available in the **Vehicle Replacement Fund** for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

General Fund Debt Service Contribution	\$28,348
	<u>\$28,348</u>

SECTION 8: The following amount is hereby **appropriated** in the **Vehicle Replacement Fund** for the debt service payment of vehicles during the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Debt Service Expense	\$27,900
Interest Expense	\$448
	<u>\$28,348</u>

SECTION 9: It is estimated that the following revenues will be available in the **Home Housing Program Fund** for the Fiscal year July 1, 2019 and ending June 30, 2020:

General Fund Contribution	\$20,000
	<u>\$20,000</u>

SECTION 10: 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, 2019 and ending June 30, 2020:

<u>Contracted Services</u>	<u>\$20,000</u>
	\$20,000

SECTION 11: It is estimated that the following **revenues** will be available in the **Fire Grant Fund** for the Fiscal year July 1, 2019 and ending June 30, 2020:

Grant Funding	\$770,069
<u>Contracted Service</u>	<u>\$236,600</u>
	\$1,006,669

SECTION 12: It is estimated that the following **appropriations** will be available in the **Fire Grant Fund** for the Fiscal year July 1, 2019 and ending June 30, 2020:

<u>Fire Grand Fund</u>	<u>\$1,006,669</u>
	\$1,006,669

SECTION 13: It is estimated that the following **revenues** will be available in the **Electric Enterprise Fund** for the Fiscal year July 1, 2019 and ending June 30, 2020:

Sales and Service	\$7,209,331
<u>Retained Earnings</u>	<u>\$2,250,000</u>
	\$9,459,331

SECTION 14: 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, 2019 and ending June 30, 2020:

<u>Electric Department</u>	<u>\$9,459,331</u>
	\$9,459,331

SECTION 15: It is estimated that the following **revenues** will be available in the **Water Enterprise Fund** for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

<u>Sales and Service</u>	<u>\$1,505,072</u>
	\$1,505,072

SECTION 16: 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, 2019 and ending June 30, 2020:

<u>Water Department</u>	<u>\$1,505,072</u>
	\$1,505,072

SECTION 17: It is estimated that the following **revenues** will be available in the **Sewer Enterprise Fund** for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

<u>Sales and Service</u>	<u>\$2,253,850</u>
	\$2,253,850

SECTION 18: 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, 2019 and ending June 30, 2020:

<u>Sewer Department</u>	<u>\$2,253,850</u>
	\$2,253,850

SECTION 19: It is estimated that the following **revenues** will be available in the **Stormwater Fund** for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

<u>Sales and Service</u>	<u>\$499,116</u>
	\$499,116

SECTION 20: 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, 2019 and ending June 30, 2020:

<u>Storm Water Department</u>	<u>\$499,116</u>
	\$499,116

SECTION 21: 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, 2019 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 \$724,258,681 and an estimated rate of collection of 98% for real and personal property, 100% for vehicles.

SECTION 22: 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 23: The attached Fee and Utility Rate Schedules are hereby adopted for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

SECTION 24: The attached Pay and Classification Plan is hereby adopted for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

SECTION 25: The Vehicle Replacement Fund does not include a listing of vehicles scheduled to be purchased because purchases are being suspended for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

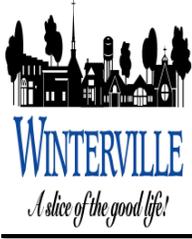
SECTION 26: Copies of the Budget Ordinance shall be furnished to the Town Clerk to the Governing Board and to the Town Manager (Budget Officer) to be kept on file by them for their direction in the disbursement of funds.

Adopted this 10th day of June 2019.

Douglas A. Jackson, Mayor

ATTEST:

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: June 10, 2019

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: 2020 Census Resolution of Support.

Action Requested: Approval of Resolution.

Attachment: Resolution 19-R-064.

Prepared By: Bryan Jones, Planning Director

Date: 5/29/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

The U.S. Census Bureau has requested that all municipalities pass a resolution in support of the 2020 Census. The goal of Census 2020 is to count everyone once, only once and in the right place. The Town of Winterville will partner with the US Census Bureau by being a member of the Pitt County Complete County Committee.

Budgetary Impact: N/A.

Recommendation: Approval of the resolution.

RESOLUTION

WINTERVILLE TOWN COUNCIL TO SUPPORT THE 2020 UNITED STATES DECENNIAL CENSUS

WHEREAS, the Town of Winterville and its residents have a strong interest in historic preservation, including significant contributions to our local economy and our tax base; and

WHEREAS, Article I, Section 2 of the U.S. Constitution mandates a headcount every 10 years of all residents of the United States in the form of the decennial census; and

WHEREAS, the population totals derived from the decennial census are used to determine the number of seats allocated to each state in the U.S. House of Representatives as well as to determine other state and local legislative, school, and voting districts; and

WHEREAS, the data collected by the decennial census is used to determine a variety of community needs and the distribution of billions of dollars in federal funding annually; and

WHEREAS, all responses to the U.S. Census Bureau remain confidential and are protected under Title 13 of the U.S. Code; and

WHEREAS, the goal of the 2020 U.S. Decennial Census is to count everyone once, only once, and in the right place; and

WHEREAS, an accurate census count is vital to the well-being and success of our residents and community;

BE IT FURTHER RESOLVED by the Winterville Town Council will partner with the U.S. Census Bureau by establishing and supporting the Pitt County Complete Count Committee to utilize the knowledge, influence, and resources of trusted local voices in government, education, business, healthcare, community-based organizations, faith-based groups, the media, and others to implement a census awareness campaign designed to maximize participation in and responses to the 2020 United States Decennial Census.

Approved this the 10th day of June, 2019.

By: _____
Douglas A. Jackson, Mayor

By: _____
Donald Harvey, Town Clerk

SEAL



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Board of Adjustment Member Reassignment.

Action Requested: Reassign Current Alternate ETJ Member to Alternate Regular Member.

Attachments: Current List of BOA Members.

Prepared By: Bryan Jones, Planning Director

Date: 5/29/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

Board of Adjustment Member Reassignment:

The current Alternate ETJ Member, Brian Miller, lives in Mellon Downs which was recently annexed into the Town Limits. Therefore, Mr. Miller now meets the requirements to fill the vacant Alternate Member Position. This will leave the Alternate ETJ Member Position vacant and there currently are no applications on file to fill that position.

Budgetary Impact: N/A.

Recommendation: Reassign Mr. Brian Miller to the Vacant Regular Member Position.

Board of Adjustment Members

The Board of Adjustment (BOA) shall consist of five (5) Members; four (4) members of the board shall be appointed by the Town Council and shall be residents of the Town of Winterville, and one (1) member shall be appointed by the Board of County Commissioners of Pitt County, all for overlapping terms of three years. One regular member alternate and one ETJ alternate.

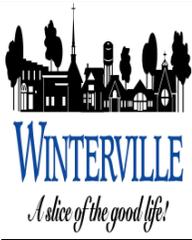
- Quorum:
 - Most decisions require Simple Majority: 3 members.
 - Variance requires four-fifths majority: 4 members.
- * Members who are recused due to a conflict of interest and seats that are vacant are not considered when computing the required majority.*
- No more than 5 members can vote on any item.

Town Appointed Members (within City limits)

1. Edward A. Reynolds
2202 Wolf Trap Circle
Winterville, NC 28590
252-321-4744
Ed_A_reynolds@yahoo.com
Term Expires: 6/30/2021 (reappointed by Town Council on 6/11/2018)
2. Helen F. Rollins
339 Main Street
PO BOX 2434
Winterville, NC 28590
252-321-5791
hrollins@hotmail.com
Term Expires: 6/30/2021 (reappointed by Town Council on 6/11/2018)
3. Alfred P. Phillips
127 Boyd Street
Winterville, NC 28590
252-227-9732
Alfred.phillips20@yahoo.com
Term Expires: 6/30/2021 (reappointed by Town Council on 6/11/2018)
4. Portia C. Willis (Vice Chair as of 2/19/19)
3010 B. Kinsey Loop Rd.
Winterville, NC 28590
Home: 252-367-0021
Work: 252-364-2833, ext 101
portia_harper@yahoo.com
Term Expires: 6/30/2020.
5. One Vacant Alternate Member Position.

Pitt County Appointed Members (ETJ Members)

1. Jeffrey Earl Briley (Chair as of 2/19/19)
5016 Reedy Branch Road
Winterville, NC 28590
252-531-9026
Jeffbriley2003@yahoo.com
Term Expires: 6/30/2021 (reappointed by County Commissioners on 6/4/2018)
2. Brian Miller
2817 Mocking Bird Ln
Winterville, NC 28590
856-889-3596
bfm0308@yahoo.com
Term Expires: 8/07/2020 (appointed by County Commissioners)



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Planning and Zoning Board Appointments.

Action Requested: Reappoint/Appoint Members to Planning and Zoning Board.

Attachments: Applications, Resignation Letter (Poaletti), Reappointment Letter (Briley).

Prepared By: Bryan Jones, Planning Director

Date: 5/21/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

Planning and Zoning Board Members:

The Planning and Zoning Board is made up of ten (10) regular members and two (2) alternate members. Members serve three (3) year terms and these terms will expire 6/30/2022.

The following members' terms expire on 6/30/19 and have requested to be reappointed to the Board:

- Peggy Cliborne.
- Douglas Killian.
- Gregory Monroe.
- Rony Fleming.
- Darlene Gardner.
- Robert Briley (ETJ Member – Pitt County Commissioners voted to reappoint Mr. Briley on 5/20/19).

Also, Dawn Poaletti has resigned from the Planning and Zoning Board as a regular City Limits Member. Ms. Poaletti's term would have ended on 6/30/19.

The Town Clerk currently has four (4) applications prioritizing appointments to the Planning and Zoning Board. The applicants are as follows (listed in order of receipt):

- Garrett Killian (Received 4/30/19) / (P & Z is 2nd priority).
- Michael Weldin (Received 5/1/19) / (P & Z is 1st priority).
- Joseph Pierce (Received 5/17/19) (P & Z is 1st priority).
- Tucker Moore (Received 5/20/19) / (P & Z is 1st priority).

Budgetary Impact: N/A.

Recommendation: Reappoint/Appoint Members to Planning and Zoning Board.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- Board of Adjustment, Planning and Zoning Board, Recreation and Parks Advisory Board, Tree Board, Mid-East Commission, Stormwater Advisory Committee

Name: Garrett Killian Home Phone Number: 252-258-2466

Address: 405 Edenton Ct. Business Phone Number: 252-328-9051

Employed By: East Carolina University Occupation: IT Manager

Name of High School Attended: Lumberton Senior High School

College or University Attended: East Carolina University

How long have you been a resident of Winterville? 12 years

Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s):

Current membership in organization and offices held: UNC Staff Assembly – Parliamentarian, ECU Staff Senate - Parliamentarian

Past membership in organizations and offices held: ECU Staff Senate – Chair, UNC Staff Assembly – At Large Delegate

State why you feel you would be an asset to this board/commission. I have an interest in supporting Winterville and keeping it a desirable place to live and raise a family. The small town, community atmosphere is important, and I'd like to contribute to the Town's success by serving on one of these boards. I feel my prior and current leadership representing ECU and UNC System staff would be an asset to a Town board.

Signature: Garrett Killian Date: 4/30/2019

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590

This information requested below is optional.

Form with fields for Ethnic Group, Sex, U.S. Citizenship, and Birth Date.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

Board of Adjustment 1 Planning and Zoning Board
Recreation and Parks Advisory Board Stormwater Advisory Committee

*Require in-town residency or in the Town's ETJ to be appointed to any volunteer board.

Name: Michael Weldin Home Phone Number: 252-355-6718

Address: 135 Depot St., Winterville, NC Business Phone Number: 252-714-6157

Employed By: City of Washington Occupation: Chief Building Official

Name of High School Attended: Kinston High School

College or University Attended:

How long have you been a resident of Winterville? 14 years

Have you served on a board/commission of the town? (x) Yes () No

If yes, please indicate which one(s): Board of Adjustments

Current membership in organization and offices held:

Past membership in organizations and offices held:

State why you feel you would be an asset to this board/commission. After working for the Town of Winterville and becoming familiar with the citizens and other board members I feel I have a good understanding as to what direction the citizens want their town to move in for the future. I understand the inner working of government and how the boards help direct the town staff for future development.

Signature: [Handwritten Signature] Date: 5/1/19

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590 or email don.harvey@wintervillenc.com with the completed application.

This information requested below is optional.

Form with fields for Ethnic Group (Caucasian checked), Sex (Male checked), U.S. Citizenship (Yes checked), and Birth Date (09/24/1958).

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

2 Board of Adjustment 1 Planning and Zoning Board
Recreation and Parks Advisory Board Stormwater Advisory Committee

*Require in-town residency or in the Town's ETJ to be appointed to any volunteer board.

Name: Joseph I. Pierce Home Phone Number: (910) 489-7189
Address: 419 CRIMSON DRIVE Business Phone Number: (252) 543-8049
Employed By: Centurion Project Management Occupation: Project Management Consultant
Name of High School Attended: Nashua High School
College or University Attended: United States Military Academy, Univ. of Maryland University College (UMUC)
How long have you been a resident of Winterville? 4 years
Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s):

Current membership in organization and offices held: Member: NC Chapter, Project Management Institute (PMI); Project Management Professional (PMP) Certification

Past membership in organizations and offices held: Member: NC Chapter, PMI; PMP Certification

State why you feel you would be an asset to this board/commission. Expertise in planning and leadership.

Signature: Joseph I. Pierce Date: 5/17/2019

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590 or email don.harvey@winterville.com with the completed application.

This information requested below is optional.

Ethnic Group: X African American Sex: X Male U.S. Citizenship: X Yes Birth Date: March 4, 1972



3016-A Cheryl Court
Winterville, NC 28590

May 20, 2019

Bryan Jones
Planning Director
Town of Winterville
P.O. Box 1459
Winterville, NC 28590

VIA Email: bryan.jones@wintervillenc.com

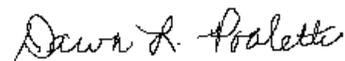
Dear Mr. Jones,

It is with deep regret that I announce my resignation from the Town of Winterville Planning Board effective June 1, 2019. I am moving out of the area and will not be able to devote the necessary time and attention to the Board.

Please know that I have thoroughly appreciated and enjoyed the opportunity to serve with you all to further the growth of the Town of Winterville. As a board and as Town staff members, you are all tremendously talented, and I feel lucky to have volunteered by your side these past three years.

Best wishes to all.

Sincerest regards,



Dawn L. Poaletti



**PITT COUNTY
BOARD OF COMMISSIONERS**
1717 W. 5TH STREET
GREENVILLE, NC 27834-1696
TELEPHONE: (252) 902-2950
FAX: (252) 830-6311

**Board of County
Commissioners**
Alex Albright
Tom Coulson
Mike Fitzpatrick
Ann Floyd Huggins
Melvin McLawhorn
Christopher W. Nunnally
Beth B. Ward
Lauren White
Mary Perkins-Williams

May 21, 2019

Mr. Robert E. Briley
4984 Reedy Branch Road
Winterville, NC 28590

Dear Mr. Briley:

Congratulations on your reappointment to the Winterville Planning & Zoning Board. On Monday, May 20, 2019, the Pitt County Board of Commissioners met in regular session and voted to reappoint you to serve on the Winterville Planning & Zoning Board. You have been appointed to another 3 year term which expires on Thursday, June 30, 2022.

Enclosed you will find an Affirmation of Understanding which indicates that you wish to continue to serve. If you agree to the Understanding, please sign and return to the County Manager's Office at 1717 West 5th Street, Greenville.

The Board of Commissioners would like to thank you for your willingness to serve the citizens of Pitt County.

Sincerely,

Kimberly W. Hines

Kimberly W. Hines
Clerk to the Board

Enclosures

cc: Bryan Jones, Winterville Planning Director



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019

Presenter: Evan Johnston, Director of Parks & Recreation

Item to be Considered

Subject: Recreation Advisory Board Appointment.

Action Requested: Appoint applicant to fill Alternate position on the Recreation Advisory Board.

Attachments: Applications on file, Dr. Paul Hafen and Ms. Carolyn Wanczyk.

Prepared By: Evan Johnston, Director of Parks & Recreation

Date: 6/3/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

Recreation Advisory Board Members:

The Recreation Advisory Board (RAB) is made up of six (6) resident members, three (3) non-resident (ETJ) members, and one (1) alternate resident or non-resident member.

The RAB has one (1) alternate position and two (2) non-resident positions that are currently vacant. At this time, there are two (2) applications on file in which the applicant noted first priority interest for RAB, Dr. Paul Hafen and Ms. Carolyn Wanczyk. Both applicants are Winterville residents and are eligible for the one (1) vacant alternate position. The applicants are as follows (listed in order of receipt):

- Paul Hafen (Received 4/24/19) / (RAB is 1st priority).
- Carolyn Wanczyk (Received 5/31/19) / RAB is 1st priority).

Staff believes that either applicant would be a great addition to the RAB.

Budgetary Impact: N/A.

Recommendation: Appoint applicant to fill Alternate position on the Recreation Advisory Board.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- 3 Board of Adjustment
2 Planning and Zoning Board
1 Recreation and Parks Advisory Board
Tree Board
Mid-East Commission
Stormwater Advisory Committee

Name: Paul S. Hafen, PhD Home Phone Number: 801-361-1215

Address: 2413 Brock Avenue Business Phone Number:

Employed By: East Carolina University Occupation: Postdoctoral Scholar

Name of High School Attended: Basic High School, Henderson NV

College or University Attended: Brigham Young University, Provo UT

How long have you been a resident of Winterville? 9 mo.

Have you served on a board/commission of the town? Yes No

If yes, please indicate which one(s):

Current membership in organization and offices held: N/A

Past membership in organizations and offices held: N/A

State why you feel you would be an asset to this board/commission. I am highly educated and passionate about serving/improving my community.

Signature: [Handwritten Signature] Date: 4.20.19

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590

This information requested below is optional.

Form with fields for Ethnic Group, Sex, U.S. Citizenship, and Birth Date.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

Board of Adjustment 2 Planning and Zoning Board
Recreation and Parks Advisory Board Stormwater Advisory Committee

*Require in-town residency or in the Town's ETJ to be appointed to any volunteer board.

Name: Cardyn Wanczyk Home Phone Number: (413)221-0218

Address: 2604 Wynnewood Ct, Winterville Business Phone Number:

Employed By: Vidant Medical Center Occupation: Physical Therapist

Name of High School Attended: Stoneleigh Burnham School, Greenfield MA

College or University Attended: UMass (BS), American International College (DPT)

How long have you been a resident of Winterville? 4 years East Carolina University (MBA)

Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s): NA

Current membership in organization and offices held:

Past membership in organizations and offices held: Organizer/leader of Greenville young professional meetup (2012-2014)

State why you feel you would be an asset to this board/commission. I love living in Winterville and want to help promote the town and its programs.

I have experience working with a lot of different people, through travel work throughout the country and acting as a mentor at the hospital.

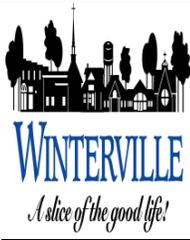
Signature: [Signature] Date: 5/31/19

would love to get more involved in the community.

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590 or email don.harvey@wintervillenc.com with the completed application.

This information requested below is optional.

Form with fields for Ethnic Group, Sex, U.S. Citizenship, and Birth Date. Includes checkboxes for African American, American Indian, Asian or Pacific Islander, Caucasian, and Hispanic. Sex is checked Female. U.S. Citizenship is checked Yes. Birth Date is 6/21/85.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019
Presenter: Travis Welborn, Public Works
Director

Item to be Considered

Subject: Stormwater Advisory Committee Appointments.

Action Requested: Approval of appointments.

Attachments: Applications.

Prepared By: Travis Welborn, Public Works Director

Date: 5/29/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

Stormwater Advisory Committee Members:

The Stormwater Advisory Committee is made up of five (5) regular members and one (1) alternate member. Members serve a three (3) year term and these terms will expire on 6/30/2022. Currently there are two (2) vacancies for regular members and one (1) vacancy for the alternate member. One vacancy will replace a former member that has moved away from Winterville and is no longer able to serve and the other vacancy is a result of a member that prefers to be appointed to another volunteer committee leaving two full time vacancies as well as a vacancy for the alternate position.

The Town Clerk currently has three (3) applications on file prioritizing appointments to the Stormwater Advisory Committee. The applicants are as follows (listed in order of receipt):

- Dylan Brinkley (Received 4/30/19) / (SAC is 4th priority).
- Randal Martoccia (Received 5/28/19) / (SAC is 1st priority).
- Kris Rixon (Received 5/28/19) / (SAC is 1st priority).

Two of the applicants selected the Stormwater Advisory Committee as their first priority (Martoccia and Rixon). Staff recommends these two applicants be appointed as the regular members. The third applicant (Brinkley) selected the Stormwater Advisory Committee as his fourth priority. Staff recommends that this applicant be appointed to the Alternate position.

Budgetary Impact: N/A.

Recommendation: Approval of appointments to the Stormwater Advisory Committee.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- 1 Board of Adjustment
- 2 Recreation and Parks Advisory Board
- N/A Mid-East Commission
- 3 Planning and Zoning Board
- MA Tree Board
- 4 Stormwater Advisory Committee

Name: Dylan T. Brinkley Home Phone Number: 252-414-2131

Address: 523 Bayberry Lane Business Phone Number: 252-414-2131

Employed By: Physicians East Occupation: Radiology Coordinator

Name of High School Attended: South Central High School

College or University Attended: N.C. Wesleyan College

How long have you been a resident of Winterville? 24 years

Have you served on a board/commission of the town? () Yes (x) No

If yes, please indicate which one(s): _____

Current membership in organization and offices held: N/A

Past membership in organizations and offices held: N/A

State why you feel you would be an asset to this board/commission. I have a Bachelor's Degree in Organizational Administration from N.C.W.C. and feel that my knowledge along with my familiarity with the Town of Winterville could be largely beneficial

Signature: [Signature] Date: 4-30-19

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590

This information requested below is optional.

Ethnic Group:	Sex: _____ Female <u>X</u> Male
_____ African American	U.S. Citizenship: <u>X</u> Yes _____ No
_____ American Indian	Birth Date: <u>6/1/1993</u>
_____ Asian or Pacific Islander	
<u>X</u> Caucasian	
_____ Hispanic	

Attn Don Harvey
Town of Winterville

Completed Application for Town Committees
and Boards / Volunteer Boards.

Thanks,

A handwritten signature in black ink, appearing to be 'D. Harvey', written in a cursive style with a long horizontal flourish at the end.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

Board of Adjustment Planning and Zoning Board
Recreation and Parks Advisory Board 1 Stormwater Advisory Committee

*Require in-town residency or in the Town's ETJ to be appointed to any volunteer board.

Name: RANDALL MARTOCCIA Home Phone Number: 252-412-0607
Address: 2346 FRANKLIN DR. Business Phone Number: 252-328-6701
Employed By: ECU - ENGLISH DEPT Occupation: TEACHING INSTRUCTOR
Name of High School Attended: ROSE HIGH, GREENVILLE
College or University Attended: UNC-CHAPEL HILL & ECU
How long have you been a resident of Winterville? 9 years
Have you served on a board/commission of the town? () Yes (X) No
If yes, please indicate which one(s):
Current membership in organization and offices held:

Past membership in organizations and offices held:

State why you feel you would be an asset to this board/commission. I would like to work with others in my town to help make the town safer, more environmentally conscious, more sustainable, more attractive overall.

Signature: Randall Martoccia Date: 5-24-2019

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590 or email don.harvey@wintervillenc.com with the completed application.

This information requested below is optional.

Form with fields for Ethnic Group, Sex, U.S. Citizenship, and Birth Date. Includes handwritten checkmarks for Male, Yes, and Caucasian.



TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- 2 Board of Adjustment
4 Planning and Zoning Board
3 Recreation and Parks Advisory Board
1 Stormwater Advisory Committee

*Require in-town residency or in the Town's ETJ to be appointed to any volunteer board.

Name: Kris Rixon Home Phone Number: 5185705801

Address: 400 Cooper Street; Winterville, NC 28590 Business Phone Number:

Employed By: Self-Employed Occupation: Trust & Safety Specialist

Name of High School Attended: South Central High School

College or University Attended: East Carolina University

How long have you been a resident of Winterville? 15 years

Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s):

Current membership in organization and offices held:

Past membership in organizations and offices held:

State why you feel you would be an asset to this board/commission. I feel as if I have lived in this community long enough to understand the needs and concerns here. After running for the NC House in 2018, I feel as if I am responsible for staying in my community and contributing in more meaningful ways. I would like to give back, and I feel as if my skills and leadership would be well suited for the town.

Signature: Kristoffer Rixon Date: 05/28/2019

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590 or email don.harvey@wintervillenc.com with the completed application.

This information requested below is optional.

Form with fields for Ethnic Group, Sex, U.S. Citizenship, and Birth Date.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019
Presenter: Travis Welborn, Public Works
Director

Item to be Considered

Subject: 2019 Street Improvements Project.

Action Requested: Award of Contract to Lowest Responsible Bidder.

Attachments: Certified Bid Tab, Bid Negotiations Letter and Recommendation of Award.

Prepared By: Travis Welborn, Public Works Director

Date: 6/2/2019

ABSTRACT ROUTING:

TC 6/3/2019

FD _____

TM 6/4/2019

Final 6/4/2019

Supporting Documentation

Bids for our annual Powell Bill street resurfacing project were received on Thursday May 30, 2019. This project includes reconstructing and resurfacing portions of several streets, including Dare Court, Stillwater Drive, Cedar Ridge Drive, Railroad Street, Preston Trails Drive, and Jessica Drive. The project also includes installing underdrains in Stillwater Drive and Jessica Drive to prevent groundwater from weeping through the pavement and damaging the asphalt. Due to limited funding available both Cedar Ridge Drive and Preston Trails Drive improvements were bid as alternates in the original scope. When bids were received the lowest responsible bidder was Tripp Bro's Inc. with a base bid of \$204,173.95. Tripp Bro's was also the lowest bidder for the base bid and alternates combined at \$263,158.45. There is only approximately \$171,000.00 remaining in the approved budget available for this project, so the alternates were immediately cut from the proposed project. In order to get under budget, value engineering also was completed and an alternative repair was proposed for the Railroad Street portion of the project. Initially, the northbound lane of East Railroad Street was proposed to be fully reconstructed, with new stone, new asphalt, and undercut as necessary. The southbound lane of East Railroad Street was to simply be milled 2" and then 2" of new asphalt installed. To remain under budget East Railroad Street from the northern entrance of WH Robinson School to Worthington Street will now simply be milled 2" and resurfaced. This proposed repair is much cheaper and still should last several years until such time that a more permanent repair can be made. Ideally a permanent repair would be made when the Railroad Street Drainage Improvements Project is undertaken. The changes to the scope are reflected in the Bid Negotiation Letter that is attached. Town staff recommends that the contract be awarded to Tripp Bro's Inc. in the amount of \$170,108.45.

Budgetary Impact: Funds for this project were included in this years approved Powell Bill budget.

Recommendation: Award of negotiated contract to Tripp Bro's Inc.

ARK CONSULTING GROUP, PLLC
 BID TABULATION SHEET

OWNER: Town of Winterville
 PROJECT: 2019 Street Improvements
 LOCATION: Town of Winterville, NC - Town Hall
 BIDS OPENED: Thursday, May 30, 2019 @ 2:00 P.M.

CERTIFICATION

[Handwritten Signature] 5/31/19
 I CERTIFY THAT THIS IS A TRUE RECORD OF BIDS RECEIVED.



CONTRACTOR ADDRESS	Tripp Bro's Inc. PO Box 128 Ayden, NC 28513 52247	Bridge Point Civil, LLC 3733 N. US Hwy. 117 Goldsboro, NC 27530 77634	Carolina Earth Movers, Inc. 2252 Allpine Taylor Road Greenville, NC 27834 38881	ER Lewis Construction Company PO Box 565 Greenville, NC 27858 8361	B.E. Singleton 920 W. 3rd St. Washington, NC 27889	Garris Grading & Paving 5950 Gay Road Farmville, NC 27828	Barnhill Contracting Co. 562 Barrus Construction Rd. Greenville, NC 27834	ST Wooten Corp. PO Box 2408 Wilson, NC 27894-2408
License No.	5%	5%	5%	5%	NO BID SUBMITTED	NO BID SUBMITTED	NO BID SUBMITTED	NO BID SUBMITTED
Bid Bond	Yes	Yes	Yes	Yes				
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										
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BASE BID

Dare Court - Street Improvements

No.	Est. Qty.	Description													
1	1	LS Mobilization and Bonding (3% +/-)	\$ 1,352.00	\$ 1,352.00	\$ 1,900.00	\$ 1,900.00	\$ 1,779.77	\$ 1,779.77	\$ 1,400.00	\$ 1,400.00		NO BID RECEIVED	NO BID RECEIVED	NO BID RECEIVED	NO BID RECEIVED
2	255	SY Remove Exist. CABG & Asphalt Pavement	\$ 15.00	\$ 3,825.00	\$ 9.50	\$ 2,422.50	\$ 22.75	\$ 5,801.25	\$ 15.50	\$ 3,952.50					
3	475	SY Remove Exist. Asphalt Pavement	\$ 14.00	\$ 6,650.00	\$ 6.50	\$ 3,087.50	\$ 19.75	\$ 9,381.25	\$ 9.00	\$ 4,275.00					
4	238	SY Remove Exist. CABG (Performed w/ Undercut)	\$ 20.00	\$ 4,760.00	\$ 9.50	\$ 2,261.00	\$ 15.00	\$ 3,570.00	\$ 9.00	\$ 2,142.00					
5	330	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 3,960.00	\$ 50.50	\$ 16,665.00	\$ 17.50	\$ 5,775.00	\$ 26.00	\$ 8,580.00					
6	330	CY Offsite Select Borrow Excavation	\$ 16.00	\$ 5,280.00	\$ 38.50	\$ 12,705.00	\$ 21.50	\$ 7,095.00	\$ 15.00	\$ 4,950.00					
7	493	SY 8" CABG	\$ 14.15	\$ 6,975.95	\$ 17.50	\$ 8,627.50	\$ 28.60	\$ 14,099.80	\$ 23.10	\$ 11,388.30					
8	730	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 18.00	\$ 13,140.00	\$ 20.00	\$ 14,600.00	\$ 17.95	\$ 13,103.50	\$ 18.50	\$ 13,505.00					
9	1	Testing Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00					
Subtotal for Dare Court - Street Improvements				\$ 46,442.95 *		\$ 62,768.50		\$ 61,105.57		\$ 50,692.80					

Stillwater Drive - Street Improvements

No.	Est. Qty.	Description													
1	1	LS Mobilization and Bonding (3% +/-)	\$ 1,139.00	\$ 1,139.00	\$ 800.00	\$ 800.00	\$ 881.55	\$ 881.55	\$ 1,100.00	\$ 1,100.00					
2	220	LF Roadway Underdrains	\$ 75.95	\$ 16,709.00	\$ 26.50	\$ 5,830.00	\$ 32.00	\$ 7,040.00	\$ 70.00	\$ 15,400.00					
3	288	SY Remove Exist. Asphalt Pavement	\$ 14.00	\$ 4,032.00	\$ 6.50	\$ 1,872.00	\$ 19.75	\$ 5,688.00	\$ 22.00	\$ 6,336.00					
4	144	SY Remove Exist. CABG (Performed w/ Undercut)	\$ 20.00	\$ 2,880.00	\$ 9.50	\$ 1,368.00	\$ 12.50	\$ 1,800.00	\$ 8.80	\$ 1,267.20					
5	100	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 1,200.00	\$ 50.50	\$ 5,050.00	\$ 15.00	\$ 1,500.00	\$ 27.50	\$ 2,750.00					
6	100	CY Offsite Select Borrow Excavation	\$ 16.00	\$ 1,600.00	\$ 38.50	\$ 3,850.00	\$ 21.50	\$ 2,150.00	\$ 22.00	\$ 2,200.00					
7	166	SY 8" CABG	\$ 14.15	\$ 2,348.90	\$ 17.50	\$ 2,905.00	\$ 28.60	\$ 4,747.60	\$ 22.00	\$ 3,652.00					
8	332	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 26.25	\$ 8,715.00	\$ 20.00	\$ 6,640.00	\$ 17.95	\$ 5,959.40	\$ 21.00	\$ 6,972.00					
9	1	Testing Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00					
Subtotal for Stillwater Drive - Street Improvements				\$ 39,123.90		\$ 28,815.00		\$ 30,266.55		\$ 40,177.20					

CONTRACTOR ADDRESS License No. Bid Bond Minority Business Participation Docs Received Addendum No. 1 Received	Tripp Bro's Inc. PO Box 128 Ayden, NC 28513 52247 Yes Yes	Bridge Point Civil, LLC 3733 N. US Hwy. 117 Goldsboro, NC 27530 77634 5% Yes Yes	Carolina Earth Movers, Inc. 2252 Allpine Taylor Road Greenville, NC 27834 38881 5% Yes Yes	ER Lewis Construction Company PO Box 565 Greenville, NC 27858 8361 5% Yes Yes	B.E. Singleton 920 W. 3rd St. Washington, NC 27889 NO BID SUBMITTED	Garris Grading & Paving 5950 Gay Road Farmville, NC 27828 NO BID SUBMITTED	Barnhill Contracting Co. 562 Barrus Construction Rd. Greenville, NC 27834 NO BID SUBMITTED	ST Wooten Corp. PO Box 2408 Wilson, NC 27894-2408 NO BID SUBMITTED
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ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	COST						
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Railroad Street - Street Improvements

No.	Est. Qty.	Description	UNIT PRICE	COST						
1	1	LS Mobilization and Bonding (3% +\-	\$ 2,066.00	\$ 2,066.00	\$ 3,000.00	\$ 3,000.00	\$ 2,775.27	\$ 2,775.27	\$ 2,700.00	\$ 2,700.00
2	570	SY Remove Exist. CABC & Asphalt Pavement	\$ 15.00	\$ 8,550.00	\$ 9.50	\$ 5,415.00	\$ 22.75	\$ 12,967.50	\$ 18.70	\$ 10,659.00
3	530	SY Remove Exist. Asphalt Pavement	\$ 14.00	\$ 7,420.00	\$ 6.50	\$ 3,445.00	\$ 19.75	\$ 10,467.50	\$ 18.70	\$ 9,911.00
4	380	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 4,560.00	\$ 50.50	\$ 19,190.00	\$ 17.50	\$ 6,650.00	\$ 27.50	\$ 10,450.00
5	380	CY Offsite Select Borrow Excavation	\$ 16.00	\$ 6,080.00	\$ 38.50	\$ 14,630.00	\$ 21.50	\$ 8,170.00	\$ 15.40	\$ 5,852.00
6	570	SY 8" CABC	\$ 14.15	\$ 8,065.50	\$ 17.50	\$ 9,975.00	\$ 28.60	\$ 16,302.00	\$ 19.80	\$ 11,286.00
7	570	SY 3" Asphalt Intermediate Course (Type I-19.0B)	\$ 24.35	\$ 13,879.50	\$ 31.00	\$ 17,670.00	\$ 22.60	\$ 12,882.00	\$ 21.50	\$ 12,255.00
8	1,100	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 16.00	\$ 17,600.00	\$ 20.00	\$ 22,000.00	\$ 17.95	\$ 19,745.00	\$ 20.00	\$ 22,000.00
9	440	LF 4" White Pavement Markings	\$ 1.00	\$ 440.00	\$ 2.50	\$ 1,100.00	\$ 3.40	\$ 1,496.00	\$ 4.40	\$ 1,936.00
10	220	LF 4" Double Yellow Pavement Markings	\$ 2.00	\$ 440.00	\$ 5.00	\$ 1,100.00	\$ 7.50	\$ 1,650.00	\$ 7.75	\$ 1,705.00
11	1	EA 24" White Stop Bar	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 529.00	\$ 529.00	\$ 850.00	\$ 850.00
12	1	LS 4" Yellow Transverse Striping	\$ 600.00	\$ 600.00	\$ 500.00	\$ 500.00	\$ 575.00	\$ 575.00	\$ 850.00	\$ 850.00
13	1	LS Yellow "No Parking" Pavement Marking Symbols	\$ 500.00	\$ 500.00	\$ 900.00	\$ 900.00	\$ 575.00	\$ 575.00	\$ 550.00	\$ 550.00
14	1	Testing Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Subtotal for Railroad Street - Street Improvements				\$ 70,951.00		\$ 99,675.00		\$ 95,284.27		\$ 91,504.00

Jessica Drive - Street Improvements

No.	Est. Qty.	Description	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	1	LS Mobilization and Bonding (3% +\-	\$ 1,388.00	\$ 1,388.00	\$ 950.00	\$ 950.00	\$ 1,053.68	\$ 1,053.68	\$ 1,100.00	\$ 1,100.00
2	310	LF Roadway Underdrains	\$ 75.95	\$ 23,544.50	\$ 26.50	\$ 8,215.00	\$ 32.00	\$ 9,920.00	\$ 70.00	\$ 21,700.00
3	1	LS Crack Sealing	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00	\$ 1,500.00	\$ 1,500.00
4	1	EA Adjust MH Top	\$ 250.00	\$ 250.00	\$ 550.00	\$ 550.00	\$ 750.00	\$ 750.00	\$ 1,100.00	\$ 1,100.00
5	1	EA Adjust Valve Box	\$ 250.00	\$ 250.00	\$ 350.00	\$ 350.00	\$ 450.00	\$ 450.00	\$ 500.00	\$ 500.00
6	197	SY 4' Wide Edge Mill (2" Depth)	\$ 30.80	\$ 6,067.60	\$ 19.00	\$ 3,743.00	\$ 14.60	\$ 2,876.20	\$ 27.00	\$ 5,319.00
7	592	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 18.00	\$ 10,656.00	\$ 20.00	\$ 11,840.00	\$ 17.95	\$ 10,626.40	\$ 20.00	\$ 11,840.00
8	1	Testing Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Subtotal for Jessica Drive - Street Improvements				\$ 47,656.10		\$ 28,648.00		\$ 36,176.28		\$ 43,559.00
TOTAL BASE BID IMPROVEMENTS				\$ 204,173.95 *		\$ 219,906.50		\$ 222,832.67		\$ 225,933.00

CONTRACTOR ADDRESS License No. Bid Bond Minority Business Participation Docs Received Addendum No. 1 Received	Tripp Bro's Inc. PO Box 128 Ayden, NC 28513 52247 5% Yes Yes	Bridge Point Civil, LLC 3733 N. US Hwy. 117 Goldsboro, NC 27530 77634 5% Yes Yes	Carolina Earth Movers, Inc. 2252 Allpine Taylor Road Greenville, NC 27834 38881 5% Yes Yes	ER Lewis Construction Company PO Box 565 Greenville, NC 27858 8361 5% Yes Yes	B.E. Singleton 920 W. 3rd St. Washington, NC 27889 NO BID SUBMITTED	Garris Grading & Paving 5950 Gay Road Farmville, NC 27828 NO BID SUBMITTED	Barnhill Contracting Co. 562 Barrus Construction Rd. Greenville, NC 27834 NO BID SUBMITTED	ST Wooten Corp. PO Box 2408 Wilson, NC 27894-2408 NO BID SUBMITTED
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ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	COST						
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ADD ALTERNATE #1 - CEDAR RIDGE DRIVE - STREET IMPROVEMENTS

Cedar Ridge Drive - Street Improvements

No.	Est. Qty.	Description	Unit Price	Cost						
1	1	LS Mobilization and Bonding (3% +\)	\$ 245.00	\$ 245.00	\$ 250.00	\$ 250.00	\$ 258.00	\$ 258.00	\$ 400.00	\$ 400.00
2	26	LF Remove & Replace Curb & Gutter	\$ 50.00	\$ 1,300.00	\$ 50.00	\$ 1,300.00	\$ 35.00	\$ 910.00	\$ 110.00	\$ 2,860.00
3	103	SY Remove Exist. Asphalt Pavement	\$ 15.00	\$ 1,545.00	\$ 6.50	\$ 669.50	\$ 17.00	\$ 1,751.00	\$ 55.00	\$ 5,665.00
4	2	EA Adjust Catch Basin Frames	\$ 250.00	\$ 500.00	\$ 350.00	\$ 700.00	\$ 550.00	\$ 1,100.00	\$ 495.00	\$ 990.00
5	50	SY Remove Exist. CABC (Performed w/ Undercut)	\$ 5.30	\$ 265.00	\$ 9.50	\$ 475.00	\$ 15.50	\$ 775.00	\$ 11.00	\$ 550.00
6	35	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 420.00	\$ 50.50	\$ 1,767.50	\$ 27.50	\$ 962.50	\$ 30.00	\$ 1,050.00
7	35	CY Offsite Select Borrow Excavation	\$ 20.00	\$ 700.00	\$ 38.50	\$ 1,347.50	\$ 21.50	\$ 752.50	\$ 22.00	\$ 770.00
8	103	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 30.00	\$ 3,090.00	\$ 20.00	\$ 2,060.00	\$ 17.95	\$ 1,848.85	\$ 30.00	\$ 3,090.00
9	1	Testing Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Subtotal for Add Alternate #1				\$ 8,565.00		\$ 9,069.50		\$ 8,857.85		\$ 15,875.00

ADD ALTERNATE #2 - PRESTON TRAILS DRIVE - STREET IMPROVEMENTS

Preston Trails Drive - Street Improvements

No.	Est. Qty.	Description	Unit Price	Cost						
1	1	LS Mobilization and Bonding (3% +\)	\$ 1,465.00	\$ 1,465.00	\$ 2,300.00	\$ 2,300.00	\$ 2,090.10	\$ 2,090.10	\$ 1,600.00	\$ 1,600.00
2	630	SY Remove Exist. CABC & Asphalt Pavement	\$ 15.00	\$ 9,450.00	\$ 9.50	\$ 5,985.00	\$ 22.75	\$ 14,332.50	\$ 15.40	\$ 9,702.00
4	420	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 5,040.00	\$ 50.50	\$ 21,210.00	\$ 27.50	\$ 11,550.00	\$ 25.85	\$ 10,857.00
5	420	CY Offsite Select Borrow Excavation	\$ 16.00	\$ 6,720.00	\$ 38.50	\$ 16,170.00	\$ 21.50	\$ 9,030.00	\$ 15.40	\$ 6,468.00
6	630	SY 8" CABC	\$ 14.15	\$ 8,914.50	\$ 17.50	\$ 11,025.00	\$ 28.60	\$ 18,018.00	\$ 17.60	\$ 11,088.00
8	630	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 20.00	\$ 12,600.00	\$ 20.00	\$ 12,600.00	\$ 17.95	\$ 11,308.50	\$ 17.00	\$ 10,710.00
9	5	LF Remove & Replace Curb & Gutter	\$ 100.00	\$ 500.00	\$ 50.00	\$ 250.00	\$ 35.00	\$ 175.00	\$ 100.00	\$ 500.00
10	86	LF Remove & Replace 36" Valley Gutter	\$ 55.00	\$ 4,730.00	\$ 90.00	\$ 7,740.00	\$ 43.00	\$ 3,698.00	\$ 75.00	\$ 6,450.00
11	2	EA 24" White Stop Bar	\$ 250.00	\$ 500.00	\$ 250.00	\$ 500.00	\$ 529.00	\$ 1,058.00	\$ 300.00	\$ 600.00
12	1	Testing Allowance	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Subtotal for Add Alternate #2				\$ 50,419.50		\$ 78,280.00		\$ 71,760.10		\$ 58,475.00

TOTAL BASE BID PLUS ADD ALTERNATES		\$ 263,158.45 *		\$ 307,256.00		\$ 303,450.62		\$ 300,283.00
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NOTE: * indicates a correction made to the original bid submitted.

May 31, 2019

Mr. K. Travis Welborn, P.E.
Public Works Director
Town of Winterville
2571 Railroad Street
Winterville, North Carolina 28590

Subject: Town of Winterville
2019 Street Improvements
Town of Winterville, Pitt County, North Carolina

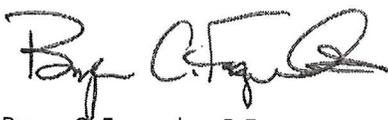
Dear Mr. Welborn:

Four bids were received for the subject project on Thursday, May 30, 2019 at 2:00 pm in the Town of Winterville Town Hall and publicly read aloud. Upon evaluation of the submitted bids, it is apparent that Tripp Bro's, Inc. is the low responsive, responsible bidder.

Each of the four bids received are in excess of Town funds available to construct the project as bid. Due to insufficient Town funds, and in order to execute portions of the project that are achievable within the Town's funding constraints, negotiations were held on Friday, May 31, 2019 between the Town of Winterville, Tripp Bro's, Inc. and Ark Consulting Group, PLLC per 19.01 and 19.12 of Article 19 – Evaluation of Bids and Award of Contract contained in the Instructions to Bidders. The purpose of the negotiations was to determine a scope of work and subsequent contract value, based on bid pricing, that is executable by the Town of Winterville and agreeable to Tripp Bro's, Inc.

By execution of this document, the Town of Winterville and Tripp Bro's, Inc. agree to proceed with a construction contract based on the attached Exhibit A.

Respectfully submitted,
Ark Consulting Group, PLLC



Bryan C. Fagundus, P.E.
Principal

PHONE

WEB

ACCEPTED BY:

Town of Winterville

By _____

Printed Name _____

Title _____

Date _____

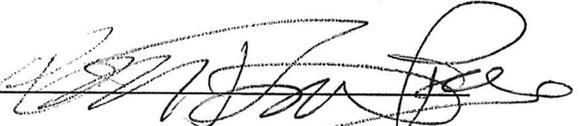
Attest _____

Printed Name _____

Title _____

Date _____

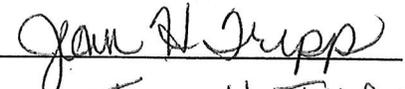
Tripp Bro's, Inc.

By 

Printed Name Bobby J. Tripp

Title President

Date 5/1/19

Attest 

Printed Name Jean H. Tripp

Title Secretary

Date 5/1/19



**Town of Winterville
2019 Street Improvements
EXHIBIT A**

May 31, 2019

BASE BID

Dare Court - Street Improvements (As Bid)

<u>No.</u>	<u>Est. Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
1	1	LS Mobilization and Bonding (3% Max)	\$ 1,352.00	\$ 1,352.00
2	255	SY Remove Exist. CABC & Asphalt Pavement	\$ 15.00	\$ 3,825.00
3	475	SY Remove Exist. Asphalt Pavement	\$ 14.00	\$ 6,650.00
4	238	CY Remove Exist. CABC (Performed w/ Undercut)	\$ 20.00	\$ 4,760.00
5	330	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 3,960.00
6	330	SY Offsite Select Borrow Excavation	\$ 16.00	\$ 5,280.00
7	493	SY 8" CABC	\$ 14.15	\$ 6,975.95
8	730	2" Asphalt Surface Course (Type S-9.5C)	\$ 18.00	\$ 13,140.00
9	1	Testing Allowance	\$ 500.00	\$ 500.00
Subtotal for Dare Court - Street Improvements				\$ 46,442.95

Stillwater Drive - Street Improvements (As Bid)

<u>No.</u>	<u>Est. Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
1	1	LS Mobilization and Bonding (3% Max)	\$ 1,139.00	\$ 1,139.00
2	220	LF Roadway Underdrains	\$ 75.95	\$ 16,709.00
3	288	SY Remove Exist. Asphalt Pavement	\$ 14.00	\$ 4,032.00
4	144	SY Remove Exist. CABC (Performed w/ Undercut)	\$ 20.00	\$ 2,880.00
5	100	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 1,200.00
6	100	CY Offsite Select Borrow Excavation	\$ 16.00	\$ 1,600.00
7	166	SY 8" CABC	\$ 14.15	\$ 2,348.90
8	332	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 26.25	\$ 8,715.00
9	1	Testing Allowance	\$ 500.00	\$ 500.00
Subtotal for Stillwater Drive - Street Improvements				\$ 39,123.90

Railroad Street - Street Improvements (Adjusted Scope - Unit Prices as Bid w/ adjusted Mob. & Bonding)

<u>No.</u>	<u>Est. Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
1	1	LS Mobilization and Bonding (3% +/-)	\$ 1,074.00	\$ 1,074.00
2	1	SY Remove Exist. CABC & Asphalt Pavement	\$ 15.00	\$ 15.00
3	1,100	SY Remove Exist. Asphalt Pavement	\$ 14.00	\$ 15,400.00
4	1	CY Undercut Excavation w/ Offsite Disposal	\$ 12.00	\$ 12.00
5	1	CY Offsite Select Borrow Excavation	\$ 16.00	\$ 16.00
6	1	SY 8" CABC	\$ 14.15	\$ 14.15
7	1	SY 3" Asphalt Intermediate Course (Type I-19.0B)	\$ 24.35	\$ 24.35
8	1,100	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 16.00	\$ 17,600.00
9	440	LF 4" White Pavement Markings	\$ 1.00	\$ 440.00
10	220	LF 4" Double Yellow Pavement Markings	\$ 2.00	\$ 440.00
11	1	EA 24" White Stop Bar	\$ 250.00	\$ 250.00
12	1	LS 4" Yellow Transverse Striping	\$ 600.00	\$ 600.00
13	1	LS Yellow "No Parking" Pavement Marking Symbols	\$ 500.00	\$ 500.00
14	1	Testing Allowance	\$ 500.00	\$ 500.00
Subtotal for Railroad Street - Street Improvements				\$ 36,885.50

Jessica Drive - Street Improvements (As Bid)

<u>No.</u>	<u>Est. Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
1	1	LS Mobilization and Bonding (3% Max)	\$ 1,388.00	\$ 1,388.00
2	310	LF Roadway Underdrains	\$ 75.95	\$ 23,544.50
3	1	LS Crack Sealing	\$ 5,000.00	\$ 5,000.00
4	1	EA Adjust MH Top	\$ 250.00	\$ 250.00
5	1	EA Adjust Valve Box	\$ 250.00	\$ 250.00
6	197	SY 4' Wide Edge Mill (2" Depth)	\$ 30.80	\$ 6,067.60
7	592	SY 2" Asphalt Surface Course (Type S-9.5C)	\$ 18.00	\$ 10,656.00
8	1	Testing Allowance	\$ 500.00	\$ 500.00
Subtotal for Jessica Drive - Street Improvements				\$ 47,656.10

ADJUSTED TOTAL FOR BASE BID IMPROVEMENTS \$ **170,108.45**



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: June 10, 2019

Presenter: Evan Johnston, Director of Parks & Recreation

Item to be Considered

Subject: Kiwanis Field Fence Replacement.

Action Requested: Award contract for project to Seegars Fence Company.

Attachments: Project bid tab and contract.

Prepared By: Evan Johnston, Director of Parks & Recreation

Date: 6/4/2019

ABSTRACT ROUTING:

TC 6/4/2019

FD

TM 6/5/2019

Final 6/5/2019

Supporting Documentation

Funds to replace the existing fence on Kiwanis Field are included in current Fiscal Year (2018-19) budget. Town Staff provided the bid opportunity for fence replacement as shown below:

1. Replacement of fence with new chain link fence and backstop.
 - a. Alternate 1: Home Run Fencing
 - b. Alternate 2: Dugout Fencing
2. Replacement of fence with new chain link fence and net backstop.
 - a. Alternate 1: Home Run Fencing
 - b. Alternate 2: Dugout Fencing
 - c. Alternate 3: Brick Wall for Backstop

Town Staff recommends award of contract to low bid, Seegars Fence Company, for replacement of Kiwanis Field fence with new chain link fence, net backstop, and brick wall along backstop. Total cost for project, based upon this information, is \$45,517.00. Net backstop and brick wall will greatly increase the aesthetics of the field and park while adding to the experience of those utilizing the field.

Budgetary Impact: Funds for project included in current Fiscal Year budget.

Recommendation: Award contract for project to Seegars Fence Company.

Town of Winterville - Parks & Recreation
Kiwanis Field Fence Replacement Bid Tab - 2019

Vendor Information

OPTION A - Chain Link Fence with Chain Link Backstop

	Seegars Fence Co.	Advanced Fence
Item	Item Total	Item Total
Base Bid	\$ 39,735.00	\$ 48,700.00
Alternate 1	\$ 4,217.00	\$ 4,100.00
Alternate 2	\$ 3,895.00	\$ 3,200.00
Subtotal	\$ 47,847.00	\$ 56,000.00
Sales Tax	\$ -	\$ -
Total	\$ 47,847.00	\$ 56,000.00

Vendor	Street	City	State	Zip
Advanced Fence LLC	2554 Lance Drive	Greenville	NC	27858
Seegars Fence Company	PO Box 6043	Greenville	NC	27835
Whitehurst & Sons Fence Co.	PO Box 6083	Greenville	NC	27858
Elite Fence Co.	PO Box 2421	Greenville	NC	27836

No Bid: Whitehurst & Sons Fence Co. & Elite Fence Company

OPTION B - Chain Link Fence with Net Backstop

Chain Link Fence with Net Backstop	Seegars Fence Co.	Advanced Fence
Item	Item Total	Item Total
Base Bid	\$ 28,972.00	\$ 35,000.00
Alternate 1	\$ 4,217.00	\$ 4,100.00
Alternate 2	\$ 3,895.00	\$ 3,200.00
Alternate 3	\$ 16,545.00	\$ 14,500.00
Subtotal	\$ 53,629.00	\$ 56,800.00
Sales Tax	\$ -	\$ -
Total	\$ 53,629.00	\$ 56,800.00

STAFF RECOMMENDATION

Chain Link Fence with Net Backstop Plus Alternate 3

Chain Link Fence with Net Backstop	Seegars Fence Co.	Advanced Fence
Item	Item Total	Item Total
Base Bid	\$ 28,972.00	\$ 35,000.00
Alternate 1	\$ -	\$ -
Alternate 2	\$ -	\$ -
Alternate 3	\$ 16,545.00	\$ 14,500.00
Subtotal	\$ 45,517.00	\$ 49,500.00
Sales Tax	\$ -	\$ -
Total	\$ 45,517.00	\$ 49,500.00

CONTRACT
TOWN OF WINTERVILLE
KIWANIS FIELD REPLACEMENT PROJECT

This Agreement, made this 10th day of June in the year of 2019, by and between Seegars Fence Company, hereinafter called the Party of the First Part, and Town of Winterville, North Carolina hereinafter called the Party of the Second Part.

Witnessed:

That the Party of the First Part and the Party of the Second Part for the consideration herein named agree as follows:

1. The Party of the First Part shall furnish and deliver all of the materials, and perform all of the work in the manner and form as provided by the following enumerated plans, specifications and documents, which are attached hereto and made a part thereof as if fully contained herein: Project Specifications and Bid.
2. The Party of the First Part shall commence work to be performed under this agreement once they have received a Notice to Proceed. The Party of the First Part shall perform the work in accordance with the scope of services.
3. The Party of the Second Part hereby agrees to pay the Party of the First Part for the faithful performance of this agreement, subject to the prices attached hereto as provided in the specifications or bid, in lawful money of the United States, the total of forty five thousand, five hundred seventeen dollars (\$45,517). Payment for project to be paid upon project completion.

In Witness Whereof, the Parties hereto executed this Agreement on the day and date first above written in four counterparts, each of which shall, without proof or accounting for other counterparts, be deemed an original contract.

WITNESS: Seegars Fence Company

_____ By: _____
Signature and Title

WITNESS: Town of Winterville

_____ By: _____
Douglas A. Jackson, Mayor

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

Finance Director



Parks and Recreation Department
Project Specifications: Kiwanis Field Fence Replacement

PROJECT DESCRIPTION

Contractor shall remove existing baseball field fencing and supply and install new fencing on Kiwanis Field at the Winterville Recreation Park.

GENERAL SPECIFICATIONS

1. Contractor shall provide all materials, labor, and equipment necessary to complete project as outlined in this document.
2. Contractor must ensure a safe and orderly job site at all times.
3. Contractor shall be responsible for cleaning job site, disposal of all debris, removal of all containers, and surplus material. Dispose of all materials in accordance with local, state, and Federal regulations.
4. Contractor shall be responsible for all associated permit fees, landfill and tipping fees, insurance, etc.
5. Follow manufacturer recommendations and specifications for all products used during project.
6. Contractor must store materials in accordance with manufacturer specifications and MSDS.
7. The Town will not be responsible for managing or receiving any deliveries and will not be responsible for the storage or security of any equipment, supplies, or materials needed by the Contractor for completion of the project.
8. The Contractor must assume that any purchase, responsibility, insurance, and action or activity which is necessary for the satisfactory operation of the services requested in this document, but which is not specifically designated as a Town of Winterville responsibility, is a responsibility of the Contractor's operation.
9. Where the Contractor fails to seek clarification, the Town's interpretation shall control.
10. Project shall be completed within sixty (60) calendar days of notice to proceed. Liquidated damages in the amount of \$100.00 per day shall be enforced if Contractor fails to complete all work within sixty (60) calendar days.
11. Contractor shall provide twelve (12) month warranty on all materials and labor.
12. The Town will not be responsible for or bound by an oral instruction made by an employee of the Town in regard to this project.

13. Any statements made by an employee of the Town, which may materially change any portion of the project, shall not be relied upon unless they are issued in change order or other written document.

BASE SPECIFICATIONS

Project will include removal of existing and installation of new backstop, line fencing, and gates. Home run and dugout fencing information is outlined in ALTERNATE section, below. The project location is Kiwanis Field at Winterville Recreation Park located at 332 Sylvania Street, Winterville, NC 28590.

1. Demolition
 - a. Contractor shall remove and dispose of all existing fencing except the five (5) fence panels near terminus of left field fence.
 - b. Existing safety netting shall be removed and kept by the Town.
2. General Fence Requirements
 - a. **General Fence requirements apply to BASE SPECIFICATIONS and ALTERNATE SPECIFICATIONS.**
 - b. Measurements shall be verified by contractors. If variance occurs, as a result of incorrect measurements provided in by contractor, the Town shall reserve the right to deny any additional resulting charges.
 - c. All materials shall be commercial grade.
 - d. There shall be no open end caps.
 - e. Area for fence shall be leveled to the extent necessary for level fence installation.
 - f. All posts and poles shall be hot dipped galvanized schedule 40 or SS40.
 - g. No used, rolled, or open seam material will be permitted.
 - h. Tops of all posts are to be securely fitted with hot-dipped galvanized malleable cast iron or pressed steel tops. The base of the top is to carry the apron around the outside of the post and is to be designed to exclude moisture from the interior of the posts.
 - i. All fabric shall be galvanized chain link woven in a two (2) inch mesh.
 - j. Top and bottom of chain link shall have knuckle selvage.
 - k. Posts for the fences are to be set in the ground in concrete footings of proper size and shape so as to furnish a foundation and support sufficient to withstand any strain or shock ordinarily brought to bear onto a fence of this character. Excess concrete shall be removed from the site.
 - l. All wire fasteners (wire ties) used shall be steel or aluminum.
 - m. Fittings are to be hot dipped galvanized malleable cast iron or pressed steel.
 - n. Contractor shall provide and install one gate per dugout for field access.
3. Net Backstop & Wings
 - a. Dimensions of backstop and wings is one hundred forty four (144) linear feet. Backstop and wings shall be twenty four (24) feet tall.
 - b. Posts provided for net backstop shall measure 8 5/8 OD and measure be black in color.
 - c. Net(s) and poles shall be provided and installed following manufacturer specifications.

- d. Contractor may cover backstop and wing span with one (1) net or multiple nets as long as allowed per manufacturer specifications.
 - e. Net(s) provided shall, at a minimum, be rated for play of participants with maximum age of 12 years old.
 - f. Backstop
 - i. Length: Thirty (30) linear feet.
 - g. Wings – Left & Right
 - i. Total of one hundred fourteen (114) linear feet. Each wing will be fifty seven (57) linear feet.
4. Left & Right Field Lines
- a. Each dugout shall have gate opening onto field. Gate shall be provided and installed for area measuring at least five (5) feet wide by 7 feet (7) tall.
 - b. 1 5/8 inch OD schedule 40 top rail and braces
 - c. 2 1/2 inch OD schedule 40 line posts
 - d. 3 inch OD schedule 40 terminal posts
 - e. Four hundred seventy three (473) linear feet of seven (7) gauge bottom tension wire to be installed on left and right field line fences.
 - f. Left Field Line:
 - i. One hundred sixty (160) linear feet of ten (10) feet tall nine (9) gauge galvanized chain-link.
 - ii. Fifty two (52) linear feet of six (6) feet tall nine (9) gauge galvanized chain-link.
 - g. Right Field Line:
 - i. Sixty one (61) linear feet of ten (10) feet tall nine (9) gauge galvanized chain-link.
 - ii. Two hundred (200) linear feet of six (6) feet tall nine (9) gauge galvanized chain-link.

ALTERNATE SPECIFICATIONS

Brick Base for Backstop and Wings

1. Provide and install brick base (wall) to span entire length of backstop and wings.
2. Brick base (wall) shall have block center with brick façade.
3. Total width of brick base (wall) shall be sixteen (16) inches wide.
4. Brick base shall be twenty four (24) inches tall.
5. Brick color to be approved by Project Manager.



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 Greenville, NC 27835
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CHAIN LINK • WOOD • ORNAMENTAL • PVC • ACCESS CONTROL • CUSTOM FABRICATION

Proposal Submitted To: WINTERVILLE PARKS AND REC Attn: EVAN JOHNSTON evan.johnston@wintervillenc.com	Date 06/04/2019	Bid # GVG01016
Street : P.O. BOX 1459	Job Name Kiwanis Field – Fence Replacement	
City, State, and Zip Code WINTERVILLE, NC 28590	Job Location Winterville, NC	Job Phone 252-717-3108
	Fax Number --	

We hereby propose the following work:

Page 1 Of 2

Kiwanis Field

Galvanized Chain-Link Fence With Net Backstop

Furnishing and installing approximately 144 linear feet of 24' tall backstop netting system, approximately 221 linear feet of 10 foot tall galvanized chain-link fence, and approximately 252 linear feet of 6 foot tall galvanized chain-link fence using the following materials:

Backstop

8 5/8" OD schedule 40 posts (color: black)
 24' tall x 150' wide, #36 baseball netting

Side Lines

10' tall x 9 gauge galvanized chain-link fence wire
 6' tall x 9 gauge galvanized chain-link fence wire
 1 5/8" OD schedule 40 top rail and braces
 2 1/2" OD schedule 40 line posts
 3" OD schedule 40 terminal posts
 7 gauge bottom tension wire

\$28,972.00

Brick Base For Backstop and Wings - Alternate 3

Furnishing and installing approximately 150 linear feet of 24" tall x 16" wide brick wall. Brick to closely match existing brick on site.

\$16,545.00

Notes:

1. Proposal reflects removing the existing chain-link fence.
2. Proposal reflects the use of a Skid Steer and Scissor Lift for fence removal and installation.

Initial:

Continued on Page 2

Thank you for considering Seegars Fence Company for your fencing needs. We appreciate this opportunity. In order to expedite this project, we would like to make you aware of a few very important details:

1. Underground Wires and Public Utilities:

Seegars Fence Company will call underground locators for you. The locators generally mark all public utilities. If you have any "private" undergrounds you must inform our installers prior to digging. "Private" undergrounds include but are not limited to cables running to pools, satellite disks, storage buildings, sprinkler systems, wells, septic tanks, etc. Hopefully, this will prevent needless repair bills for you.

2. Property Lines:

It is very important to have your property lines clearly marked. Our experience has taught us that it is not wise for you to guess about your property lines. If you have ANY doubt, we suggest that you employ a surveyor. It is normal practice for Seegars Fence Company to install your fence anywhere between 6 to 8 inches inside of your property line to avoid property disputes. If you the customer would like fence installed any closer than that it will be the responsibility of the property owner to show us where you would like the fence installed. **Note: If any fence has to be re-located due to property line disputes it will be the responsibility of the property owner to pay to have the fence re-located.** Your approval for fence location will be required.

3. Clearing Fence Lines:

Fence lines should be clear of all obstructions and debris prior to our arrival unless you have discussed removal with your Estimator/Project Manager. Extra charges may apply if we are required to clean your fence lines in order to install your fence.

4. Rock or Buried Obstacles:

Unless discussed with you by your Estimator/ Project Manager, your fence price does not include drilling/digging through rock or any other material that may require heavy equipment. When such obstacles are encountered, it may be necessary to adjust your fence layout or post spacing.

5. Restrictions and Permits:

Some areas we service have special restrictions related to fencing and also require permits in order to install a fence. In most cases these restrictions and permits are required within a city's planning and zoning area. For instance, most cities limit the height of your fence to four feet tall in your front yard and six feet elsewhere. It is your responsibility to contact your zoning officer to see if you must obtain a permit or if any special restrictions may apply. If you live in a subdivision it is your responsibility to learn of any covenants.

6. Construction:

Fences are usually graded to the overall contour of the job site. Sharp hills or dips may result in the fence being on the ground, in the ground, and sometimes above the ground. Gates in sloping areas may cause some opening under them. Please discuss ANY possible concerns with your Estimator/ Project Manager in advance.

7. Wood Fencing:

Any treated wood is subject to some degree of warpage, splitting, and cracking following installation. Inasmuch as we have no control over the above, the extent of our warranty concerning warpage, splitting, and cracking is to provide replacement boards or posts to you the customer. Our warranty does not include providing labor to replace such except those identified within 10 days following our final day of installation.

In submitting this proposal, it is assumed that there is no underlying ROCK or concrete on the property which will necessitate drilling or blasting, or any other unusual conditions involving extra labor in the erection of this fence and that the fence right of way will be marked by the owner or general contractor and will be clear, graded, and ready to receive the fence. If any of the above conditions are encountered, or any additions or changes are made by the customer, additional charges will be made at current market prices. It shall be the responsibility of the owner to advise workers of the location of any underground cables, lines, etc. If such are not marked properly, the owner assumes responsibility for them. Should an account not be paid as agreed, any cost of collection including interest and attorney's fees, etc. shall be paid by the customer.

Payment to be made as follows:

No Deposit Net 30 Days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to industry practices. Any alteration or deviation from above specifications involving extra costs, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation and General Liability Insurance.

Proposed By:

Brandon Bossolono

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If proposal is submitted to a tenant of rental property, then the tenant represents that they are the authorized agent for the owner for the purposes of the contracted improvements to real property and is duly authorized to sign this contract. **To Accept this proposal, please provide your initials at the bottom of Page 1 and sign/date Page 2.**

Customer Acceptance:

Date:

Note: This proposal may be withdrawn if not accepted within 10 days