



**WINTERVILLE TOWN COUNCIL AGENDA
MONDAY, APRIL 13, 2026 - 6:00 PM
WINTERVILLE TOWN HALL ASSEMBLY ROOM**

- I. CALL TO ORDER.**
- II. INVOCATION.**
- III. PLEDGE OF ALLEGIANCE.**
- IV. WELCOME.**
- V. ROLL CALL.**
- VI. APPROVAL OF AGENDA.**
- VII. PROCLAMATIONS:**
 1. Pitt Community College Month.
 2. Electric Lineworker Appreciation Days
 3. Honoring Christina Cherry
- VIII. PRESENTATIONS:**
 1. National Fitness Campaign – Tristyn Daughtry, Economic Development Planner and Diane White, Parks and Recreation Director.
 2. Impact 180-Girls Flag Football Teams (Year-Round Opportunity for Winterville Youth) - Mr. Douvier Miles.
- IX. PUBLIC COMMENT:** *The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included in the agenda or to address the Town Council on any other matter related to the Town of Winterville. For an item included in the Public Hearing section of the agenda, residents should address the Council at the time the Mayor invites public comment on the item. No public comment may be made to the Council during the meeting, except during the Public Comment period or as part of a Public Hearing. Individual speakers are limited to a maximum of three minutes, and no more than three speakers may address the Council on a single matter. The Town Council may elect to take no action on the matter addressed by a speaker, may schedule the matter for further consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Public Comment Policy are available at the rear of the Assembly Room.*
- X. CONSENT AGENDA:** *The following items are considered routine in nature and will not be discussed by the Town Council unless a Councilman or citizen requests that an item be removed from the Consent Agenda for further discussion. The Mayor may allow citizens to address an item or ask questions.*
 1. Approval of Council Meeting Minutes.
 2. Tax Refunds and Releases.
 3. Integrity Church of Greenville, NC Annexation – Reschedule Public Hearing.
 4. Ange Plaza Lot 19 Annexation - Direct Clerk to Investigate Sufficiency.

5. Town Property on Church Street: Annexation Request Town Council to petition for annexation and to Direct Town Clerk to Investigate Sufficiency.
6. Town Property on Laurie Ellis Road: Annexation Request Town Council to petition for annexation and to Direct Town Clerk to Investigate Sufficiency.
7. Town Property on Jeanette Street: Annexation Request Town Council to petition for annexation and to Direct Town Clerk to Investigate Sufficiency.
8. Budget Amendment 2025-2026-6.

XI. OLD BUSINESS: None.

XII. NEW BUSINESS:

1. Winterville Business Network International: Use of Community Room.
2. Winterville Cemetery Expansion Project Contract Award.
3. Janitorial Services Contract Award.
4. 2025-2026 Annual Project Road Map – Winterville Human Relations Board

XIII. OTHER AGENDA ITEMS:

1. Hillcrest Park- Basketball Court and Walking Track; Improving Deferred Maintenance. (Councilwoman Hawkins).
2. Pretextual Traffic Stops-Ongoing Support for Civilian Review Advisory Board. (Councilwoman Hawkins).
3. February 24, 2026, Closed Session Written Minutes Request - Limiting Disclosure: Updating the Public- N.C.G.S. § 143-318.10(e). (Councilwoman Hawkins).
4. Multiple Road Patches Sunken/Settlement on both Jones Street and Vernon Avenue. (Resurfacing and improvements needed to enhance quality & safety). (Councilwoman Hawkins).
5. ECU Health Hub Partnership: The Town of Winterville has partnered with ECU Health to implement a Health Hub at the Winterville Library, expanding access to healthcare resources and support services for our community. (Councilwoman Harrell).

XIV. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS.

XV. QUARTERLY REPORTS FROM DEPARTMENT HEADS: First Quarter.

XVI. ANNOUNCEMENTS:

Attached.

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

XVIII. ADJOURN.

SPECIAL NOTICE: Anyone who needs an interpreter or special accommodation to participate in the meeting should notify the Town Clerk, Don Harvey at (252) 756-2221 ext. 2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)

XIX. ANNOUNCEMENTS:

- Stormwater Advisory Board: Wednesday, April 15, 2026 @ 6:30 pm – Operation Center.
- Ripe for Revival Mobile Market: Thursday, April 16, 2026; 2:30 pm – 4:00 pm; 252 Main Street, Winterville.
- Penny Pinchers Healthy Grocery Store Tour: Thursday, April 16, 2026: 6:00 pm; Food Lion, 4822 Old Tar Road, Winterville, NC
- Coffee with a COP: Friday, April 17, 2026; 9:00 am – 10:30 am – Cooper’s Cup, 2588 Railroad Street, Winterville, NC.
- Town Hall Meeting: Saturday, April 18, 2026; 10:00 am – 11:30 am; Town Hall Assembly Room.
- Planning and Zoning Board Meeting: Monday, April 20, 2026 @ 7:00 pm - Town Hall Assembly Room.
- Board of Adjustment Meeting: Tuesday, April 21, 2026 @ 7:00 pm - Town Hall Assembly Room.
- Ripe for Revival Mobile Market: Thursday, April 23, 2026; 2:30 pm – 4:00 pm; 252 Main Street, Winterville.
- Winterville Human Relations Board Meeting: Thursday, April 23, 2026 @ 7:00 – Town Hall Executive Conference Room.
- Recreation Advisory Board: Tuesday, April 28, 2026 @ 6:30 pm – Operation Center.
- May 11th Meeting Agenda Abstracts Due: Wednesday, April 29, 2026.
- Ripe for Revival Mobile Market: Thursday, April 30, 2026; 2:30 pm – 4:00 pm; 252 Main Street, Winterville.
- Learn to Ride: Saturday, May 2, 2026, 9:00 am – 11:00 am; Hillcrest Park, 2418 Carmon Street, Winterville, NC.
- Ready for the Road: Saturday, May 2, 2026, 11:30 am – 1:30 pm; Hillcrest Park, 2418 Carmon Street, Winterville, NC.
- Town Council and Manager Budget Progress Meeting: Monday, May 4, 2026 @ 6:00 pm - Town Hall Executive Conference Room.
- CityVision: May 5, 2026 – May 7, 2026; Raleigh Convention Center, Raleigh, NC.
- June 2026 Newsletter Information Due: Thursday, May 7, 2026.
- Ripe for Revival Mobile Market: Thursday, May 7, 2026; 2:30 pm – 4:00 pm; 252 Main Street, Winterville.
- Agenda Review Meeting: Thursday, May 7, 2026 @4:00 pm – Town Hall Executive Conference Room.
- Regular Town Council Meeting: Monday, May 11, 2026 @ 6:00 pm - Town Hall Assembly Room.
- Town Council Budget Work Session #1: Thursday, May 21, 2026 @ 6:00 pm - Town Hall Assembly Room.
- Memorial Day Holiday: Town Offices Closed: Friday, May 25, 2026.
- Town Council Budget Work Session #2: Tuesday, May 26, 2026 @ 6:00 pm - Town Hall Assembly Room.
- Town Council Budget Work Session #3 (Tentative): Thursday, May 28, 2026 @ 6:00 pm - Town Hall Assembly Room.



PROCLAMATION PITT COMMUNITY COLLEGE MONTH

WHEREAS, Pitt Community College has served as a cornerstone of education, workforce development, and opportunity in eastern North Carolina since 1961; and

WHEREAS, the College provides high-quality, affordable, and accessible education that empowers more than 20,000 students each year to pursue meaningful careers and contribute to the vitality of our region; and

WHEREAS, Pitt Community College continues to expand opportunities for students and employers through innovative programs and partnerships, including the opening of a new Welding Technology Building and collaborations with local communities to support entrepreneurship and affordable housing; and

WHEREAS, the College has earned national recognition for academic excellence, including a top-ranked cybersecurity program and designation as a Military Friendly School; and

WHEREAS, Pitt Community College employees, students, and alumni demonstrate a deep commitment to service and community, strengthening Winterville and Pitt County through education, innovation, and leadership;

NOW, THEREFORE, BE IT RESOLVED that the Winterville Town Council hereby proclaims April 2026 as “Pitt Community College Month” in Winterville and encourages all residents to recognize and celebrate the College’s contributions to the prosperity and future of our community.

IN WITNESS WHEREOF, I do set my hand, and cause the seal of Winterville to be affixed this 13th day of April 2026.

Richard E. Hines, Mayor

Attest:

Donald Harvey, Town Clerk



PROCLAMATION
HONORING PUBLIC POWER LINEWORKERS
LINEWORKER APPRECIATION DAYS: APRIL 13 AND APRIL 18, 2026

WHEREAS, on Jan. 3, 2017, the 115th Congress of the United States adopted House Resolution 10, recognizing lineworkers, the profession of lineworkers, the contributions these brave people make to protect public safety, and expressing support for designating April 18 as National Lineman Appreciation Day; and

WHEREAS, on April 15, 2015, the North Carolina General Assembly ratified House Bill 140, which designates the second Monday in April of each year as Lineworker Appreciation Day in North Carolina; and

WHEREAS, the Town Council of Winterville celebrates the profession of electric lineworkers and wishes to honor its electric department personnel for their exemplary service to the Town and its citizens; and

WHEREAS, public power utilities employ electric lineworkers, the men and women responsible for building and maintaining the distribution lines that bring electricity to homes and businesses; and

WHEREAS, this profession demands passion, dedication, and ongoing training, requiring lineworkers to maintain power lines around the clock to ensure they provide safe, reliable energy to the community; and

WHEREAS, lineworkers are often first responders during storms, working to repair any broken or damaged electric lines, often under hazardous conditions, to make the area safe for other public safety heroes; and

WHEREAS, lineworkers play a vital role in the lives of our citizens by maintaining and growing our electrical infrastructure, risking their lives by working with the many dangers of high-voltage electricity; and

WHEREAS, the lineworkers of Winterville's electric utility, their devotion to safety, and their example of service above self are deserving of the respect, admiration, and appreciation of all the citizens of Winterville.

NOW, THEREFORE, the Town of Winterville, North Carolina, joins with all North Carolina public power communities and all public power systems in the United States in these celebrations of Lineworker Appreciation Days.

IN WITNESS WHEREOF, I do set my hand, and cause the seal of Winterville to be affixed this 13th day of April 2026.

Richard E. Hines, Mayor

Attest:

Donald Harvey, Town Clerk



PROCLAMATION

HONORING CHRISTINA CHERRY - OUTSTANDING ACHIEVEMENTS

WHEREAS Christina Cherry is a twenty-three-year-old resident of Winterville, North Carolina; and,

WHEREAS, she comes from a long line of caregivers. Her compassion for caring for the elderly comes from participating in care for her family elders; and,

WHEREAS, observing that citizens are living longer she noticed a growth in the increasing population of seniors in her hometown. She is blazing a trail in studying the effects of ageing and a way to help take care of our fragile seniors. This is an outstanding and needed trail to blaze and inspire her young peers to follow this trail.

WHEREAS, She was awarded the Winterville Historical and Arts Society, Inc. 2026 Winterville Trailblazer Spotlight; and

WHEREAS, She graduated from South Central High School in June 2021; graduated from Winston Salem State University in December 2025 Cum Laude with a BA degree in Gerontology. August 2026 she will be attending Duke University Nursing School of Nursing Master's Program.

WHEREAS, As a young Black woman, she represents resilience, excellence, and purpose. She is smart, goal-driven, and known for having a heart of gold, with special love for serving older adults: and,

WHEREAS, She says "This is only the beginning of my journey. More people than ever before are surviving in their senior years, and this ageing population is in demand for more young Winterville gerontology trailblazers like me. I see this as the trail that God calls me to blaze and to inspire my peers to do the same. I have faith that God is going to reward me with my own elderly caregiving business right here in Winterville where I can make sure that our elderly are treated with the love, care, and respect they deserve."

NOW, THEREFORE, I, Richard E. Hines, Mayor, and the Winterville Town Council hereby honor the achievements of Christina Cherry gerontology trailblazing.

IN WITNESS WHEREOF, I do set my hand and cause the seal of Winterville to be affixed this 13th day of April 2026.

Richard E. Hines, Mayor

Attest:

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Presentations

Meeting Date: April 13, 2026

Presenter: Tristyn Daughtry, Economic Development Planner and Dianne White, Parks and Recreation Director

Item to be Considered

Subject: National Fitness Campaign Fitness Court Studio Project and Resolution of Adoption.

Action Requested: Approval of a Resolution of Adoption supporting the Town's partnership with the National Fitness Campaign and authorizing Staff to pursue funding opportunities for the installation of a Fitness Court Studio.

Attachment: Resolution of Adoption, Healthy Cities Notice of Award, Project Overview Materials .

Prepared By: Tristyn Daughtry, Economic Development Planner and Dianne White, Parks and Recreation Director

Date: 3/25/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

The Town of Winterville is pursuing a partnership with the National Fitness Campaign to bring a Fitness Court Studio to Winterville. The National Fitness Campaign is dedicated to building healthy communities by expanding access to "Healthy Infrastructure" helping address physical inactivity through free, high-quality outdoor fitness opportunities.

Through this partnership, the Town has been awarded a \$30,000 Healthy Cities grant to help initiate the project. The proposed Fitness Court Studio would serve as a centralized outdoor wellness space, accessible to residents of all ages and abilities, and support both independent use and community programming.

At this stage, the Town is seeking Council approval of a Resolution of Adoption. This resolution is not a legally binding commitment but serves as an act of good faith, demonstrating the Town's intent to move forward with fundraising efforts, including grant applications and partnerships, to bring the project to completion.

This project aligns with the Town's ongoing efforts to enhance parks and recreation amenities and respond to community interest in accessible wellness opportunities.

Budgetary Impact: TBD.

Recommendation: Staff recommends Council approve the Resolution of Adoption supporting the Town's partnership with the National Fitness Campaign and authorizing continued pursuit of funding for the Fitness Court Studio project.



Congratulations!

Town of Winterville, NC has been selected as a 2026 Healthy Cities Campaign Grant Recipient!

Dear Diane,

On behalf of the National Fitness Campaign Grant Committee, we are pleased to share that the Town of Winterville, NC has been selected as a grant eligible partner in the 2026 Healthy Cities Campaign! This notification letter confirms eligibility for one (1) 2026 NFC Grant of \$30,000. The next step is to schedule your official Grant Eligibility Award Call within the next 10 days, where the qualifications submitted in your Grant Application will be confirmed by the NFC team, and your Grant Program Requirements (GPR) will be aligned for eligibility and participation in this year's campaign. A copy of your GPR Document is attached to this formal award letter for your review, and is based on dates submitted in your Grant Application.

The \$30,000 Grant Award will be confirmed pending 1) the submission of a Resolution of Adoption, endorsed by your local governing body or appropriate council within 30 days of the Award Call, 2) authorization to proceed, documented by formal funding confirmation (commonly a purchase order) and 3) confirmation of a scheduled shipping date for the Fitness Court and appropriate storage plans. Once set, GPR milestones must be met in order to maintain funding eligibility in the campaign.

To support this partnership and align your GPR milestones with your community's local adoption and funding processes, we have assigned a Partnership Manager – Renee Frangione – as your dedicated partner and champion in support of this partnership. Over the coming months, Renee will work with your team to support the path outlined in the GPR Document, assisting in the confirmation of required remaining funding, installation, and launch of your program.

The 2026 Healthy Cities Campaign is part of a national movement to make world-class fitness free and accessible in public spaces across the country, which is more important today than ever before – thank you for your commitment to supporting this goal.

Here is a sneak peak at what's ahead:

- Fitness Court® Launch – Cut the ribbon on your beautiful new outdoor gym & announce free fitness to the community!
- Classes & Challenges – Get residents moving & keep them engaged with ongoing group classes, individual training, and competitive events.
- Press & Promotions – Shine a spotlight on your community and local partners for joining this exciting and innovative wellness movement!

Once again, we are thrilled to invite you to join us as a partner in the 2026 Healthy Cities Campaign, and we look forward to making world-class fitness free in the Town of Winterville, NC!

Best in Fitness,

Mitch Menaged, Founder



NATIONAL FITNESS CAMPAIGN CAMPAIGN BRIEFING





AMERICA'S LARGEST PUBLIC-PRIVATE WELLNESS PARTNERSHIP

CELEBRATING 750TH
Healthy Community this Year



NOW FUNDED
to welcome 1000 Healthy
Communities by 2026

OUR MISSION : to Build Healthy Communities



WE BUILD HEALTHY COMMUNITIES

National Fitness Campaign Mission and Why it Matters



Problem

Physical Inactivity Trending in the Wrong Direction

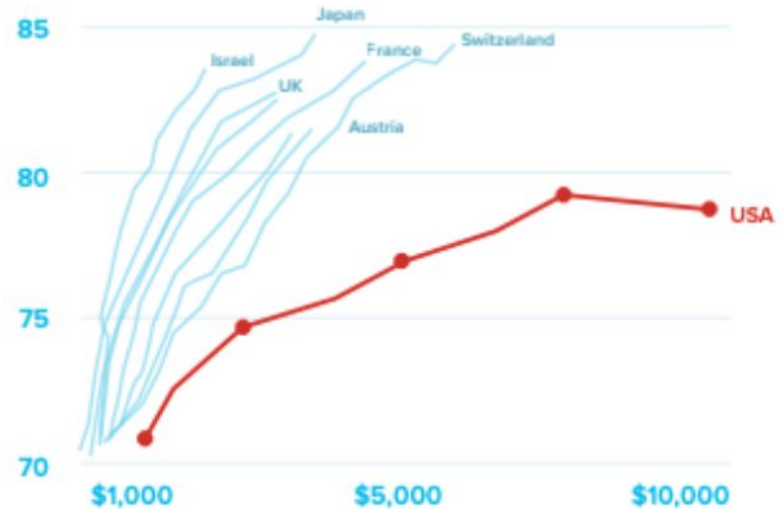
New data from the CDC reveals a concerning rise in obesity rates across the United States. As of 2024, every state and territory now has an obesity rate exceeding 20%. Alarmingly, 22 states report that more than 35% of their populations have obesity — a stark increase from a decade ago when no state reached this threshold. The problem with physical inactivity is rooted in our disconnection from the outdoors, despite the clear benefits of spending time in nature.

Solution

Investing in Outdoor Healthy Infrastructure

Research shows that spending as little as 10 minutes outside can improve mental health, and 120 minutes per week is linked to higher well-being. Exercising outdoors offers a natural advantage, allowing for longer workouts that deliver greater cognitive benefits than indoor sessions. There is growing momentum to leverage the built environment to combat this public health crisis. Expanding parks, adding miles of trails, and creating more walkable communities are key strategies to reduce sedentary lifestyles. National Fitness Campaign is at the forefront of this effort, designing Fitness Courts® and Fitness Court® Studios as wellness hubs in parks and along trails to provide easy access to exercise opportunities and help foster a culture of wellness in communities and schools across the country.

Life Expectancy vs Health Expenditure



America's obesity rates increased from 15% of the population in the 1970s to over 40% today.

U.S. Centers for Disease Control and Prevention, 2024

"Most people can't access healthy programs either because of costs or time or location. This Fitness Court® addresses all three of those factors, and that's what we're most excited about. We believe that every member of our community will have the opportunity and ability to use this for themselves and their families." - Mayor Gary Christenson



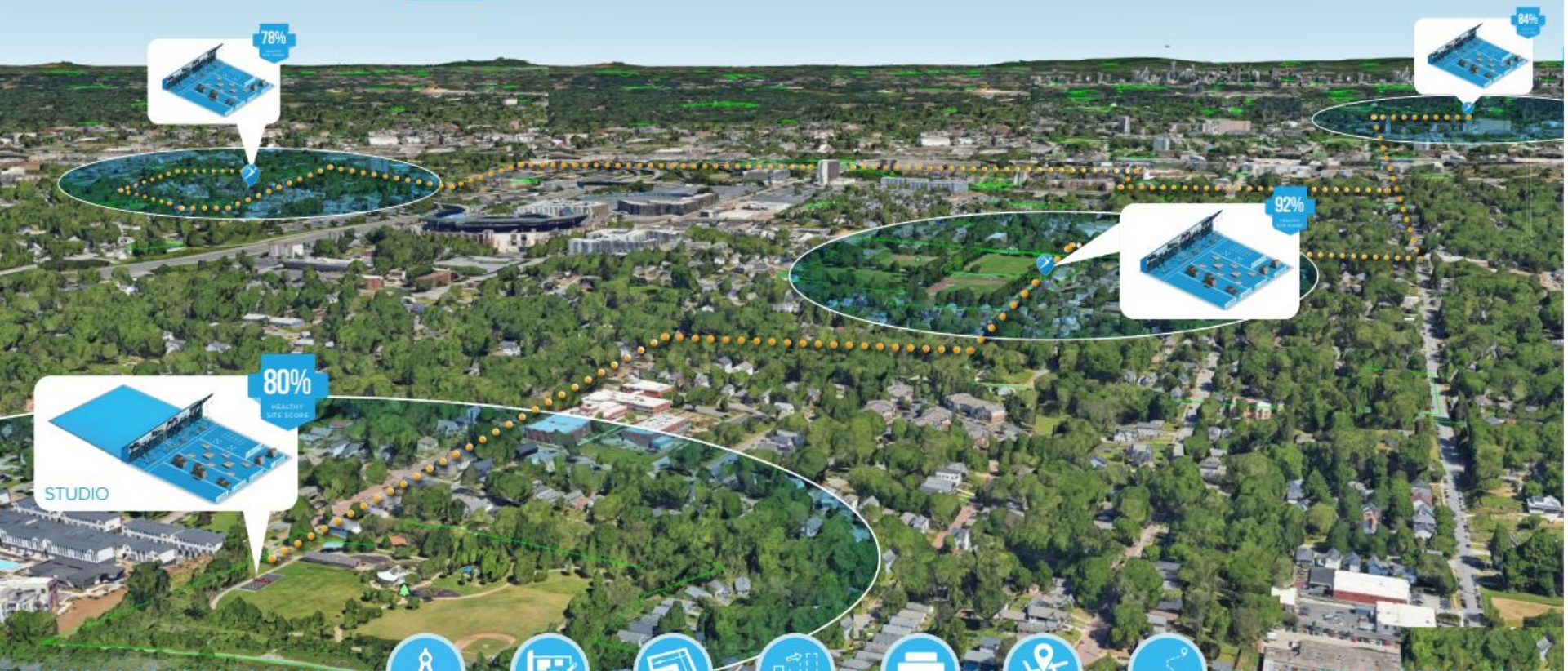
BROUGHT TO YOU BY





FITNESS COURT | HEALTHY INFRASTRUCTURE PLANNING

MULTI-SITE FUNDING FOR HEALTH IMPACT



BUILDING HEALTHY COMMUNITIES
MULTI-SITE PHASING FOR HEALTH IMPACT
HEALTHY SITE SCORE (HSS)



PLANNING



PHASING



LAYOUTS



PROJECTIONS



SCORES



MAPPING



TRAILS



CAMPAIGN OVERVIEW

WHAT WE DO

A COMPREHENSIVE COMMUNITY WELLNESS PROGRAM

DESIGN & PLANNING

LAUNCH & PRESS

EXPERT CONSULTING

PUBLIC ART

GRANT FUNDING

AMBASSADOR TRAINING

INSTALLATION

MOBILE APP





FITNESS COURT
 WORLDS BEST OUTDOOR GYM



7 MOVEMENT
FULL BODY WORKOUT
 FUNCTIONAL TRAINING SYSTEM
 DIGITALLY ACTIVATED
Coach In your Pocket



OUTDOOR WELLNESS CENTER
 CONFIGURATION:

FITNESS COURT



CORE



SQUAT



PUSH



LUNGE



PULL



AGILITY



BEND



FITNESS COURT | STUDIO

COMMUNITY WELLNESS HUB



OUTDOOR WELLNESS CENTER CONFIGURATION:

FITNESS COURT® STUDIO



HIIT



YOGA



ZUMBA



DANCE



STRETCH



KICKBOXING



TAI-CHI

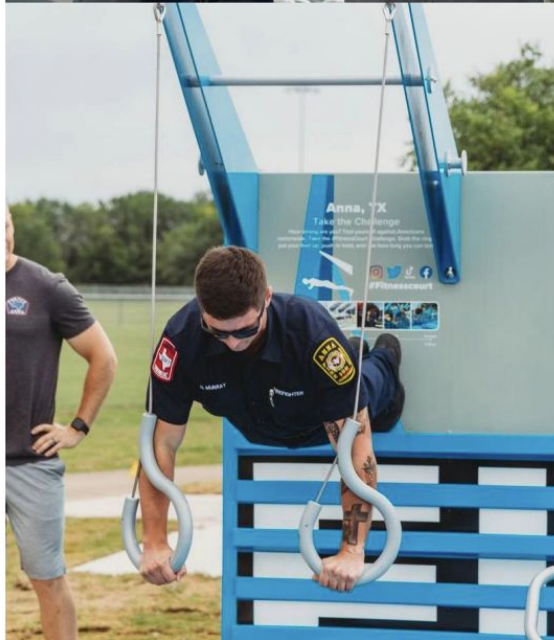
COMMUNITY WELLNESS PROGRAMMING

WELCOMES ENTIRE COMMUNITY MAYORS WELLNESS SERIES



POLICE VS FIRE CHALLENGE

Functional Fitness
Assessment Program



COMMUNITY ENGAGEMENT ON THE FITNESS COURT®

Battle of the Badges

Police vs. Fire | Friendly Competition
Public Visibility

Officers Lead Workouts

Non-enforcement Contact
Positive Presence

Youth Mentorship

Active Role Models | Safe Interactions

Neighborhood Activation

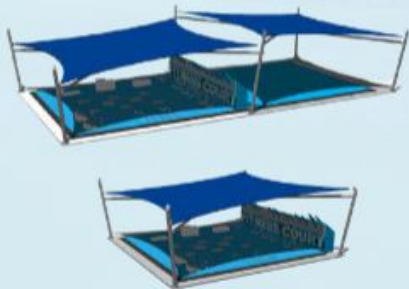
Public Space | Trust-building | Daily Visibility

Wellness for First Responders

Officer Fitness | Mental Health
Leading by Example

NEW!

NOW AVAILABLE FOR
**FITNESS COURTS &
FITNESS COURT STUDIOS**



FITNESS COURT | SHADE
WORLDS BEST OUTDOOR GYM JUST GOT COOLER



EXTENDED
SEASONAL USE



UV & SUN
PROTECTION



INTEGRATED
DESIGN



ENHANCED
AESTHETICS



MADE IN
USA



LO18 LASTING
MATERIALS



FITNESS COURT | ART

EVERY FITNESS COURT IS A WORK OF ART



WORK WITH LOCAL ARTISTS
NFC DESIGN STUDIO

19
WORLD RENOWN ARTIST GALLERY
KEITH HARING | JEAN MICHEL BASQUIAT

FITNESS COURT ART OFFERINGS



Local Artist Invite a Local Artist to create a mural that represents your community!

Support your Local Artist Community with a **\$5,000 Grant to the Artist** provided by NFC!

Additional Funding Required. Example Art: Will be customized for your city



Front Wall Unlocked for Additional Artwork



Custom Art Work with the in-house NFC Art Studio Team

Additional Funding Required. Example Art: Will be customized for your city



Fitness Court Art Unique design included in your state campaign

Example Art: to be confirmed at Award





1. BE A PART OF THE NATIONAL FITNESS CAMPAIGN

AMERICA'S LARGEST PUBLIC PRIVATE WELLNESS PARTNERSHIP

2. HEALTH BENEFITS

MORE TIME OUTDOORS, IMPROVED MENTAL & PHYSICAL WELLBEING

3. HEALTHY INFRASTRUCTURE

PLACES DESIGNED FOR PEOPLE NOT CARS

4. BUILDING COMMUNITY

CREATING A WELLNESS CULTURE THAT IS SOCIAL, CONNECTED AND FUN!

5. REDUCED HEALTHCARE COSTS

HEALTHIER, HAPPIER, PEOPLE



STATEWIDE CAMPAIGN



NATIONAL FITNESS CAMPAIGN

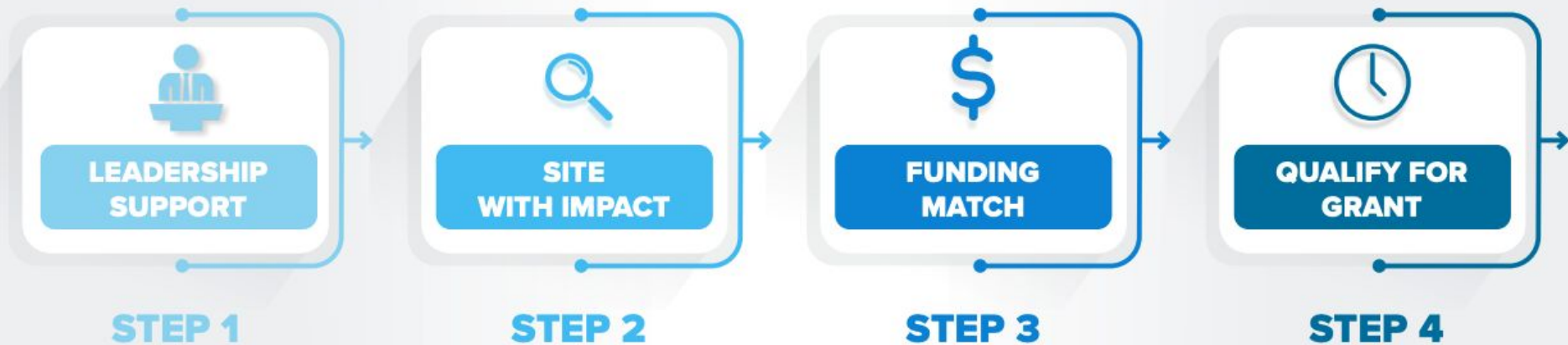
2026

200 NEW PARTNERS

WE'RE PLEASED TO ANNOUNCE THE 2026 CAMPAIGN

NFC Grant Requirements

Program Qualification



JOIN THE CAMPAIGN



STEP 1

LEADERSHIP SUPPORT

BUILD CONSENSUS / CONFIRM FEASIBILITY
MUNICIPAL LEADER SUPPORT

SHARE 3 MINUTE VIDEO





STEP 2 SITES WITH IMPACT

Supported by NFC's Expert Consulting Services, Identify Site Locations that Meet Criteria for Funding Qualification & Health Impact

HEALTHY INFRASTRUCTURE PLANNING
• VISIBLE • CONNECTED • ACCESSIBLE •

Participate in Virtual Workshop led by NFC Expert Consultants to receive data & qualification information regarding your public spaces. See how your municipality or school benchmarks vs national averages.

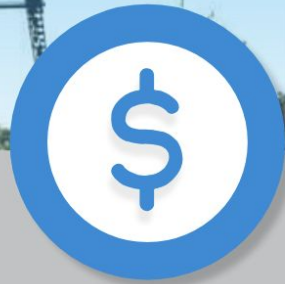


POWERED BY

HEALTHY SITE SCORE

NFC HEALTHY SITE SCORE

NATIONAL INDEX & DATASET
EXPERT CONSULTING FOR
LOCATING SUCCESSFUL
OUTDOOR WELLNESS HUBS



STEP 3

FUNDING MATCH

NFC GUIDES FUNDING PLAN

**GRANT FUNDING AVAILABLE:
\$30,000-\$60,000 PER SITE**

**LOCAL FUNDING REQUIREMENT
\$160,000-\$270,000**

*per site, pending program
configuration & installation method*





STEP 4
QUALIFY FOR GRANT

- A. PRE-APPLICATION PHASE*
- B. GRANT AWARD*
- C. BUILD/SITE PLAN*
- D. LAUNCH LOCAL CAMPAIGN*

**SUBMIT GRANT
APPLICATION**





JOIN US

LET'S BUILD HEALTHY COMMUNITIES
TOGETHER



Discussion - Q&A

NEXT STEP



SCHEDULE VIRTUAL SITE
REVIEW WORKSHOP LED BY
NFC EXPERT CONSULTANTS TO
EXPLORE FEASIBILITY



DISCUSSED AT NEXT STEP:

- 1. SITE WORKSHOP & HEALTHY SITE SCORE REVIEW**
- 2. FEASIBILITY & ALIGNMENT WITH LOCAL PRIORITIES**
- 3. FUNDING REQUIREMENT DETAILS AND GRANT PROGRAM & AVAILABILITY FOR YOUR STATE**
- 4. NON-BINDING GRANT QUALIFICATION PROCESS**

RESOLUTION
RESOLUTION TO ADOPT AND ALLOCATE FUNDS FOR AN OUTDOOR FITNESS COURT®
AS PART OF THE 2026 NATIONAL FITNESS CAMPAIGN

WHEREAS, the Town of Winterville, NC has submitted a Grant Application to National Fitness Campaign (NFC) for participation in the 2026 initiative to install and activate outdoor Fitness Courts® in over 1000 municipalities and schools across the country, and;

WHEREAS, the Town of Winterville, NC will accept a \$30,000 National Grant from the NFC Grant Committee and Statewide Partners, and endeavors to provide a local funding confirmation in the amount of \$180,000 in compliance with the attached Grant Program Requirements to promote and implement a free-to-the-public outdoor Fitness Court®, and;

WHEREAS, the Town of Winterville, NC understands the scope of this project includes the installation of a concrete pad, as well as the assembly of the Fitness Court, both to be completed by separate vendors external to the National Fitness Campaign. Additional funding requirements for the concrete installation and Fitness Court assembly can be found on the attached Grant Program Requirement document provided by the National Fitness Campaign.

WHEREAS, the Town of Winterville, NC will endeavor to secure supplemental funding within 120 days from the NFC notice of award as needed through community sponsors, which will be made available and committed to this program for the purchase of the outdoor Fitness Court®, and;

WHEREAS, the Winterville Town Council believes joining the National Fitness Campaign is a crucial step in building a healthier community, commits to funding/fundraising to participate in NFC's 2026 Campaign, and will earn local and regional recognition as a leader in providing accessible health and wellness infrastructure and programs.

NOW THEREFORE BE IT RESOLVED, that the Winterville Town Council will collaborate with NFC to join the National Fitness Campaign, implement the outdoor Fitness Court® program, and make fitness free for community residents and visitors.

Adopted this the 13th day of April 2026.

Richard E. Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Presentations

Meeting Date: April 13, 2026

Presenter: Terri L. Parker, Town Manager

Item to be Considered

Subject: Impact 180-Girls Flag Football Teams.

Action Requested: N/A.

Attachment: N/A.

Prepared By: Terri L. Parker, Town Manager

Date: 4/6/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/7/2026

Final: tlp - 4/7/2026

Supporting Documentation

Mr. Douvier Miles will be present to speak at Councilwoman Hawkins' invitation.

Budgetary Impact: TBD..

Recommendation: N/A.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Donald Harvey, Town Clerk

Item to be Considered

Subject: Council Meeting Minutes.

Action Requested: Approval of Minutes.

Attachment: Draft Minutes of the Council meetings listed below.

Prepared By: Donald Harvey, Town Clerk

Date: 3/31/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

Approval of the following sets of Council Meeting Minutes:

1. January 27, 2026 Planning Meeting #1 Minutes; and
2. February 5, 2026 Planning Meeting #2 Minutes, and
3. March 9, 2026 Regular Council Meeting Minutes, and
4. March 23, 2026 Special Called Meeting Minutes.

Budgetary Impact: NA.

Recommendation: Staff recommends Council approve the minutes.



**WINTERVILLE TOWN COUNCIL
TUESDAY, JANUARY 27, 2026 – 5:30 PM
PLANNING MEETING PART 1 MINUTES**

The Winterville Town Council met in a Regular Meeting on the above date at 5:30 PM in the Town Hall Assembly Room, with Mayor Richard E. Hines presiding. The following were present:

Richard E. Hines, Mayor
Veronica W. Roberson, Mayor Pro Tem
Brandy Harrell, Councilwoman
Shantel Hawkins, Councilwoman
Johnny Moye, Councilman
Lisa Smith, Councilwoman
Terri L. Parker, Town Manager
Anthony Bowers, Assistant Town Manager
Chris Williams, Police Chief
David Moore, Fire Chief
Cliff McGuffin, Public Works Director
Ron Mills, Electric Director
Jessica Manning, Finance Director
Evan Johnston, Building Inspector/Code Enforcement Officer
Diane White, Parks and Recreation Director
Stephen Penn, Planning and Economic Development Director
Angela Fuller, Human Resource Director
Willie Gay, Building Inspector/GIS Technician

CALL TO ORDER: Mayor Hines called the Winterville Town Council Planning Meeting to order at 5:30 PM on Tuesday, January 27, 2026. All Council members were present.

INVOCATION/BLESSING: The invocation was given by Councilwoman Harrell.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all in attendance. .

ROLL CALL: Mayor Hines confirmed for the minutes that all Council members were present and asked if a roll call was needed but was advised it was sufficient to state that all Council members were present.

WELCOME: Mayor Hines welcomed everyone in attendance, noting there was one person in the audience and acknowledging those viewing by streaming. He took a moment to thank everyone who called or texted about the passing of his father, explaining that his father was cremated, and they would have a celebration of life later in Danbury, Connecticut.

Mayor Hines announced that the meeting would run from 5:30 to 7:30 PM, and if not finished by 7:30, they would pick up again on February 3rd because he needed to travel to DC that evening for a 7:30 AM meeting the following morning.

APPROVAL OF AGENDA:

Motion made by Councilwoman Smith and seconded by Councilwoman Harrell to approve the agenda. Motion carried unanimously, 5-0.

Before the dinner break, Town Manager Parker addressed the Council regarding a draft letter prepared by Finance Director Manning that needed to be sent to the State Department of Treasurer. She explained this was related to a standard finding from their audit regarding the electric fund. Town Manager Parker clarified this was not a negative finding and that Winterville is not a power agency, so the requirement does not apply to them. However, GASB guidelines require them to submit a letter reminding the state that they are not a power agency and are not subject to the requirements regarding transfers. She noted that everyone would need to sign two original copies and asked for agreement to sign them during the evening.

Town Manager Parker then announced that dinner was located in the break room and that Building Inspector/Code Enforcement Officer Johnston or Public Works Director McGuffin would help everyone get their dinner.

BREAK FOR DINNER

COUNCIL PLANNING PROCESS AND DISCUSSION:

1. Terri L. Parker, Town Manager and Town Management Team.

After the dinner break, Mayor Hines called the meeting back to order and turned it over to Town Manager Parker and her team. Town Manager Parker explained that staff decided to focus on several things they had heard Council express interest in discussing and getting updates on. She noted she had an informal outline to follow.

Police Chief Attributes Discussion

Town Manager Parker began by spending about 15 minutes gathering Council input on attributes they would like to see in the next police chief. She explained this would help her and Human Resources Director Fuller as they moved forward with looking for candidates. The input would be typed up as Council members provided their suggestions.

Mayor Hines started by offering three attributes: crisis management experience, which he defined as staying calm under pressure; visionary thinking, meaning looking forward, thinking outside the box, and considering new different ways to help with policing; and cultural competency, which he described as understanding a diverse community.

Councilwoman Harrell provided several detailed attributes. She emphasized ethical and principled leadership, demonstrating integrity, honesty, and accountability at all times. She also wanted someone who leads by example and sets clear ethical expectations. Additionally, she specified someone who actively listens to the concerns of all residents and gives clear and transparent feedback.

Mayor Pro Tem Roberson highlighted community policing as very important, noting the positive work the current chief had done with programs like "Shop with a Cop" and senior checking. She emphasized wanting the police department to be approachable rather than threatening, stating that community policing would accomplish this goal.

Councilwoman Smith mentioned that many things had already been covered but added that she wanted someone who is accessible and approachable, with the skill of listening to understand.

Councilman Moye praised the current interim chief, saying he did an excellent job and expressing the desire to mirror someone with similar safety capabilities and experience. He emphasized the importance of continuing to strengthen safety and security for the town.

Councilwoman Hawkins provided extensive input, expressing that she wished they had been given the opportunity to think about these attributes prior to the meeting. She wanted someone who is composed, transparent, and a continual learner. She emphasized wanting someone approachable who understands balance and listens not to respond defensively, but someone who seeks first to understand then to be understood. Councilwoman Hawkins explained that the role of a chief is to oversee the whole department, know the officers and what they are doing at all times, not being defensive of them but knowing there's room to grow, especially in a growing town. She noted they were in the midst of disparities in traffic stops and wanted a chief who is accountable and adjusts things as needed.

Town Manager Parker acknowledged Councilwoman Hawkins's comment about wishing they had known beforehand, explaining there was method to the approach of trying to elicit attributes without a lot of thought, as sometimes those spontaneous statements reveal true feelings. She appreciated the feedback and noted that she and Fuller would take it into serious consideration for the next steps.

Volunteer Boards Discussion

Town Manager Parker transitioned to discussing volunteer boards, noting they had received quite a bit of formal and informal conversation about this topic. She referenced materials prepared by Don Harvey that provided an overview of each board, listed in no particular order, showing what each board is comprised of and their purpose.

Town Manager Parker explained they have the Board of Adjustment, which is their only quasi-judicial board that operates most like a court of law with binding decisions. The Planning and Zoning board deals with many land use issues and is advisory to Council. Both boards are needed to help manage growth and development.

On the second page, Town Manager Parker noted the Stormwater Advisory Committee, which is fairly new but required by MS4 requirements. It had a slow start but was progressing. Town Manager Parker explained those three boards are theoretically required for their individual purposes.

They also have two advisory boards: the Parks and Recreation Advisory Board and the Human Relations Board. Town Manager Parker noted Town Clerk Harvey had included their meeting times and locations. Town Manager Parker mentioned that one board has a Council liaison and staff members work with all boards.

Town Manager Parker asked if Council had things they wanted to discuss regarding advisory boards, seeking information about the structure of these boards, recommendations for changes, additions, or inclusions to help staff serve Council and the boards better.

Mayor Hines outlined changes he would like to see. First, he wanted to limit service to only one board at a time. Second, he suggested that present Council members should not serve on boards but could serve as liaisons. He proposed having liaisons for all boards, with the mayor appointing people to the five boards to bring back reports to Council, having something on the agenda where liaisons report on board meetings.

Town Manager Parker sought clarification, asking if he wanted all boards to have Council liaisons, and confirmed the mayor would appoint the liaisons, not the board members themselves.

Councilwoman Smith supported this approach, noting that the county follows a similar method where the chairman appoints to various boards. Councilwoman Smith agreed that serving on one board at a time would allow more community members opportunities to serve.

Councilman Moyer asked for clarification about whether this would affect his service on the library board. Mayor Hines clarified they were speaking specifically about town advisory boards.

Councilwoman Hawkins requested clarification about the meeting type, confirming this was a planning meeting equivalent to what they used to call vision setting. Councilwoman Hawkins expressed some confusion about the agenda, noting it did not include the specific context of what they were discussing, and asked whether they were just getting suggestions or would be voting. Town Manager Parker clarified this was for discussion and suggestions only, explaining the purpose was to address things Council had talked about, with the second meeting providing budget updates and project prioritization.

Councilwoman Hawkins then addressed the volunteer advisory boards, questioning why it was suggested that a Council person cannot serve as chair on a board. Councilwoman Hawkins asked about the mayor's appointment process and whether Council members could decline such appointments and noted that her understanding was the Council as a whole makes appointments to volunteer boards.

Regarding the suggestion that citizens not serve on more than one board, Councilwoman Hawkins felt that if positions were available and no one else had applied, interested volunteers should not be blocked from serving multiple boards. Councilwoman Hawkins emphasized this was volunteer service and if someone wanted to dedicate time to multiple boards, that opportunity should not be restricted unless there was a waiting list of applicants.

Councilwoman Hawkins specifically addressed the Human Relations Board, advocating for maintaining college and high school volunteer positions as outlined in the bylaws. Councilwoman Hawkins explained the difference between regular volunteers and college volunteers, noting the latter have more commitment as part of the board without voting rights, gaining experience and accountability. Councilwoman Hawkins emphasized that as a growing town, they need to cultivate future leaders rather than take away such opportunities.

Mayor Hines asked if Councilwoman Hawkins wanted to see college volunteers on all boards, not just one. Councilwoman Hawkins responded affirmatively, explaining they have Pitt Community College, high schools, and junior high students who might be interested in different areas like board of adjustments or planning and zoning depending on their interests and learning styles.

Town Manager Parker indicated she would capture all the input from the evening and email it to Council before the second meeting. For the police chief process and attributes, she would compile them and share them, welcoming any additional attributes. Town Manager Parker offered to advise Council of the process for selecting the next police chief before conducting official planning sessions, so everyone had the same information.

Workshop Planning Discussion

Town Manager Parker moved on to discussing several workshops they had been talking about, listing policies and procedures, which would include revamping ordinances. Town Manager Parker suggested this would be a substantial job requiring more than one workshop, proposing to handle ordinances in one workshop and rules of procedure in another. Town Manager Parker noted this would require advance work by departments on ordinances and by Council on rules of procedure, since those are Council's rules.

Town Manager Parker mentioned their strategic plan, which she would loop back to, and accessory dwelling units. Town Manager Parker would find out the status of the bill in Raleigh. Town Manager

Parker explained there was legislation that had not passed yet that would require them to allow accessory dwelling units, though they might have ability to put a local spin on requirements. Town Manager Parker suggested not scheduling a workshop until they knew where the legislation would land, as the discussion could be vastly different depending on whether the law passes.

Town Manager Parker explained that if the law passes, it would require all municipalities to allow accessory dwelling units, giving them about a year and a half to two years to adopt the ordinance. He felt it made sense to see if the law passes before determining what kind of ordinance they would need.

Town Manager Parker mentioned wanting to loop back to the town going through the commitment to civility process offered by the league, as well as creating and adopting an ethics policy. Town Manager Parker noted many municipalities were undertaking such policies and wanted Winterville to be among them.

Mayor Pro Tem Roberson asked about the commitment to civility, noting it now only required three people. Town Manager Parker agreed but thought it would be beneficial for everyone to go through the process and get the same information. Town Manager Parker mentioned there was an online process being held in the near future, suggesting it would be helpful if the whole board committed to participating.

Town Manager Parker emphasized that if Council did not want to pursue these initiatives, they should say so, as these were things they had discussed in the past.

Finally, Town Manager Parker addressed the multipurpose facility, noting they definitely needed workshops on this topic. Staff had extensive information to send home with Council that evening. The idea was not to work through the information and make decisions immediately, but to provide information for Council to take back, absorb, and determine the best ways for the town to move forward, whether through additional public meetings, charrettes, or other processes.

Town Manager Parker explained the information included estimated costs that were somewhat dated, but would give Council some sense of building estimates, costs to finish the campus beyond the building, and estimates for annual costs related to additional staff. Town Manager Parker wanted them to have a comprehensive view of what the project might look like, though it did not include operation and maintenance costs for the building and grounds, as those were not yet determined.

The information included concepts for the building's exterior and interior, as well as concepts for the grounds and what would be contained on the property.

Councilwoman Hawkins asked for clarification that this was what they would receive that evening, and Town Manager Parker confirmed it was information from McGill and Associates, some of which they may have seen in previous reports and some updated based on staff's work with McGill on actual building design.

Councilwoman Hawkins asked if this would continue beyond their second planning meeting, and Town Manager Parker confirmed it would, giving them a broader view for further discussion. Councilwoman Hawkins asked about providing suggestions, particularly regarding staffing, mentioning that hiring could involve internships and college students rather than necessarily requiring formal staff for everything.

Town Manager Parker acknowledged they had considered five additional staff members - three on programming and two on maintenance - as bare bones staffing. Town Manager Parker noted they already use internships and were expecting two interns for spring, with Parks and Recreation known for using interns and part-time staff. However, Town Manager Parker felt there would need to be a core group of additional full-time staff, which was reflected in their estimates.

Town Manager Parker believed the best work on the multipurpose facility would be done through specific workshops focused solely on that subject, allowing for in-depth discussion of where they were moving forward.

Strategic Plan Discussion

Circling back to the strategic plan, Town Manager Parker explained the league offered a couple of options. There was a two-day workshop where Council would go off-site, with one scheduled for February in New Bern. The deliverable would be that the town comes away with a rudimentary five-year strategic plan, though often quite short.

Town Manager Parker was also exploring having the league come on-site to work individually with the town, walking them through the process and giving them tools to develop a longer strategic plan if desired. Her current suggestion, unless Council saw differently, was not to have them go somewhere for two days to come away with a short five-year plan, but to see if the league would come to Winterville and work with them individually.

Town Manager Parker noted the February workshop was scheduled for the 17th and 18th in New Bern, which was the only one she had seen for 2026. Given everyone's schedules and work commitments, it might be better to have facilitators come to them.

Councilwoman Harrell asked for an update on speaking with the league about coming on-site by their next meeting. Town Manager Parker agreed to pursue this, and Councilwoman Harrell expressed appreciation, noting she had been advocating for multiple years for a strategic plan including succession planning and town mission and vision statements.

Workshop Scheduling

Mayor Hines suggested workshop dates, throwing out April 21st and 22nd, or May 18th or 19th, asking Council to look at those dates and provide feedback. He wanted to narrow down dates to get workshops completed.

Councilwoman Harrell requested that Town Manager Parker send a doodle poll or similar tool for date selection. Mayor Hines clarified he was just providing initial suggestions based on his calendar review but recognized everyone's calendars might be different.

Town Manager Parker noted they had quite a few workshops based on their discussion list and suggested using May 18th and 19th as an example for policies and procedures work. This would provide good lead time for staff and Council to review code of ordinances and rules of procedure before starting discussions.

Councilwoman Harrell mentioned they had previously held successful Saturday morning meetings from 9 to 12, suggesting this as an option. Mayor Hines agreed they could do Friday evening and Saturday morning combinations.

Town Manager Parker asked if there were any times or days that were absolutely not good for anyone. Councilwoman Smith requested avoiding Wednesday evenings. Mayor Pro Tem Roberson indicated she would not be available for April 21st and 22nd.

Councilwoman Hawkins suggested weekends, particularly Saturday mornings and Friday evenings, would work best, as comprehensive strategic work after full workdays was not ideal. Town Manager Parker confirmed they would focus on Friday evenings and Saturdays for scheduling.

Final Information Distribution

Town Manager Parker concluded by noting the last item was distributing information about the multipurpose center prepared by Parks and Recreation Director White and Finance Director Manning.

She also had two copies of the letter to the state that needed signatures from Council members before leaving that evening.

Mayor Pro Tem Roberson asked about going back over ordinances, confirming they meant the comprehensive ordinance book. Town Manager Parker explained that departments would review their respective sections, and Council would need to look at it to identify anything they wanted removed, added, or changed. She clarified that while they have people who update ordinances to ensure they do not conflict with state and federal laws, the local content decisions must come from the town itself.

Councilwoman Smith asked about Saturday morning meetings and staff involvement, expressing concern about asking staff to work weekends after working all week. Town Manager Parker appreciated her consideration and noted they usually handled such scheduling well.

Town Manager Parker clarified that for policies and procedures, staff would review ordinances and identify needed changes, but if Council had specific items, they wanted added, deleted, or changed in the code of ordinances, they needed to communicate those. She emphasized this was not placing the entire burden on Council, as staff was also reviewing, but Council input was essential for local preferences.

Additional Items

Councilwoman Hawkins asked if they would receive a recap of the evening's information. Town Manager Parker confirmed they would receive one as soon as possible, within a day or two. She explained the idea was to provide a recap for Council to think about and add to or modify.

Town Manager Parker noted that on February 3rd, they would start with a budget update, project discussions, and any other items Council wanted to address.

Councilwoman Hawkins raised a final point about senior housing, noting that Winterville previously had a nursing home that was torn down and replaced with new homes. She asked about forethought regarding housing for elderly residents, mentioning conversations with elderly citizens who had asked her to mention this topic. She wondered about developers potentially addressing this need as homes and townhouses were being built.

Town Manager Parker acknowledged this was a good point, noting they had previous conversations and even a proposed senior development that did not come to fruition. She recognized it was something they thought about but did not have anything on the immediate horizon. She noted that for anything beyond independent living, they did not currently have developments planned.

Councilwoman Hawkins emphasized the importance of thinking about alignment and infrastructure as they planned for population growth. She noted that while they had an amazing team that could adjust to emergencies, they needed to plan proactively for continued population growth.

Town Manager Parker agreed, noting that staff tried to account for additional staff needs in terms of infrastructure impact, with individual departments keeping this at the forefront of their planning. Implementation would depend on budget allowances.

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

Councilman Moyer expressed hopes and prayers for the Mayor's safe trip to DC and back, hoping everything would go as planned. Mayor Hines responded that he was praying and hoping to return Friday morning with a check, referencing his DC business. Council members expressed similar hopes for a successful outcome.

RECESS:

Motion made by Councilman Moye and seconded by Mayor Pro Tem Roberson to recess the meeting until February 3, 2026 at 5:30 PM. Motion carried unanimously, 5-0. Meeting adjourned at 6:52 pm.

Mayor Hines thanked everyone for their time and comments, expressing appreciation for the evening's participation and looking forward to the continuation on February 3rd.

Adopted this the 13th day of April 2026.

Richard E. Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk

DRAFT



**WINTERVILLE TOWN COUNCIL
THURSDAY, FEBRUARY 5, 2026 – 5:30 PM
PLANNING MEETING PART 2 MINUTES**

The Winterville Town Council met in a Regular Meeting on the above date at 5:30 PM in the Town Hall Assembly Room, with Mayor Richard E. Hines presiding. The following were present:

Richard E. Hines, Mayor
Veronica W. Roberson, Mayor Pro Tem
Brandy Harrell, Councilwoman
Shantel Hawkins, Councilwoman
Johnny Moye, Councilman
Lisa Smith, Councilwoman
Terri L. Parker, Town Manager
Anthony Bowers, Assistant Town Manager
Chris Williams, Police Chief
David Moore, Fire Chief
Cliff McGuffin, Public Works Director
Ron Mills, Electric Director
Jessica Manning, Finance Director
Stephen Penn, Planning and Economic Development Director
Angela Fuller, Human Resource Director
Willie Gay, Building Inspector/GIS Technician
Donald Harvey, Town Clerk

CALL TO ORDER: Mayor Hines called the Winterville Town Council Annual Planning Meeting #2 to order on Thursday, February 5, 2026 at 5:30 PM.

INVOCATION/BLESSING: Councilman Moye provided the invocation, thanking God for protection during adverse weather conditions and asking for guidance during the meeting. He also offered a blessing for the meal they were about to receive.

PLEDGE OF ALLEGIANCE: Mayor Hines led the Pledge of Allegiance to the flag of the United States of America.

ROLL CALL: Roll call was conducted with all Council members present: Councilwoman Hawkins, Councilwoman Harrell, Councilman Moye, Councilwoman Smith, Mayor Pro Tem Roberson, and Mayor Hines.

WELCOME: Mayor Hines acknowledged all those present and the public watching on YouTube.

APPROVAL OF AGENDA:

Motion made by Councilwoman Smith and seconded by Councilwoman Harrell to approve the agenda. Motion carried unanimously, 5-0.

Following the approval, the meeting recessed for a 40-minute break for dinner.

COUNCIL PLANNING PROCESS AND DISCUSSION:

1. Jessica Manning, Finance Director – 2025-2026 Budget Update.

Town Manager Parker explained that this year they took a different approach by combining the strategic planning presentation with the budgetary presentation into one comprehensive PowerPoint, making it longer than usual but more integrated.

Finance Director Manning presented the budget highlights and outlook, covering revenues and expenditures across all funds, followed by factors for the upcoming year and project updates by Assistant Town Manager Bowers.

Revenue Analysis

Finance Director Manning reported that general fund revenues are on target for the current fiscal year. As of the end of January, having completed 58 percent of the year, revenues are at 61 percent of the total revenue budget. Property tax revenue is at 99.5 percent of budget, while vehicle property tax is averaging about \$68,000 monthly, consistent with last year. Local option sales tax revenue is at 53 percent of the estimated budgeted amount, and utility franchise taxes are on target at 50 percent.

The general fund was balanced with a \$1.8 million fund balance appropriation, an increase of \$1.5 million from last year, plus an electric fund contribution of \$350,000.

For enterprise funds, Finance Director Manning reported that the recreation fund used \$81,000 from retained earnings to balance the budget and has collected 87 percent of budgeted revenues. The electric fund sales revenues are on target at \$7.095 million, with revenues at 52 percent. The water fund is also on target with sales at \$830,000 for the year. Sewer fund sales were at \$1.4 million, and stormwater billings were at \$274,000, all tracking at 52 percent of their respective budgets.

Expenditure Review

Finance Director Manning explained that the general fund has had four budget amendments so far, with at least two more expected before year-end. The town has spent 59 percent of general fund appropriations, with capital outlay purchases still needed.

A significant concern emerged regarding natural gas prices for the electric fund. Finance Director Manning reported that prices had been steady until a spike occurred from January 15 through February 2, which would have a negative impact on the year's budget. She indicated that depending on the severity of this impact, they may need to reinstate the energy rider for several months to recover potential losses.

The electric fund's purchase for resale line item is on target with \$2.063 million of the \$4.7 million budget spent. Water fund expenditures are at 63 percent of appropriation, while the sewer fund has spent 71 percent of its annual appropriation. The sewer fund began paying back a \$260,000 loan from the water fund at \$52,000 annually for the next four years.

Fund Balance Status

Finance Director Manning provided a comprehensive overview of fund balance positions across all funds. The general fund's unassigned fund balance is \$12.4 million, representing 59 percent of the general fund annual operating expense budgeted for 2025-26. The electric fund has unrestricted retained earnings of \$8.08 million (80 percent of annual operating budget), while the water fund has \$1.4 million (56 percent). Notably, the sewer fund shows negative retained earnings of \$178,000 (negative 0.05 percent), primarily due to outstanding reimbursements from the 2020 sewer rehab

capital project. The stormwater fund maintains a strong position with \$4.6 million (466 percent of annual operating budget).

Future Factors

Looking ahead to the next fiscal year, Finance Director Manning identified several key factors. One loan will come off the books in fiscal year 2026-27 - the \$88,000 debt service payment for the fire department's E-1 ladder truck. However, new debt service payments will begin for recently purchased vehicles and equipment, totaling approximately \$176,000 for the general fund, \$69,000 for electric, \$44,000 for water, \$59,000 for stormwater, and \$419,000 for the sewer pump station rehab.

Housing permits issued decreased slightly to 70 in 2025 from 73 the previous year, though permits are expected to remain steady with possible increases in inventory. The unemployment rate for Greenville increased slightly to 4.3 percent from 3.9 percent. The Consumer Price Index for the last 12 months was 2.7 percent, down from 2.9 percent the previous year.

Finance Director Manning noted that economists suggest a relatively stable market for 2026 with moderate growth and stable job markets. The Federal Reserve is anticipated to cut interest rates to 3-3.5 percent by the end of 2026, with inflation predicted to decline moderately to 2.4-2.6 percent. Construction materials are expected to experience moderate increases of 2-4 percent, though tariffs could impact these projections.

2. Terri L. Parker, Town Manager and Town Management Team

Assistant Town Manager Bowers presented project updates and future priorities, discussing both funded commitments and unfunded high priorities.

Current Projects

Assistant Town Manager Bowers reported that the cemetery expansion project has an estimated cost of \$315,800, significantly higher than the \$100,000 budgeted, creating a \$215,000 shortfall. They expect to advertise for bids within the next four weeks.

The downtown parking plan has an estimated site work cost of \$495,000, close to the \$500,000 budgeted, but excludes major items like a town hall generator, new downtown lighting, parking near the town square, and a new electronic sign for town hall.

Regarding the fire training facility, Assistant Town Manager Bowers announced that Congressman Murphy's office has worked to obtain \$750,000 in federal funding for the town. The facility location is already designated behind the town operations center, where preliminary work began years ago.

The public building mold remediation project has been completed, with ongoing HVAC and architectural assessments to prevent future issues. The recreation department's ADA compliance park renovation project is in preliminary design phase, funded by a grant up to \$500,000, supplemented by additional federal funding from Congressman Murphy's office.

A significant water fund project involves \$1 million for water looping, which will replace several small 2-inch lines in the heart of town with 12-inch lines to improve fire flow and water quality.

Sewer Infrastructure Projects

The sewer pump station project is nearing completion, with Chapman Street station started and Church Street station beginning by month's end. Substantial completion is anticipated by March 4. Assistant Town Manager Bowers explained the cash flow challenge where the town must pay contractors upfront before receiving state reimbursements, noting that a recent state system change had temporarily slowed reimbursement processing.

Unfunded Commitments

Assistant Town Manager Bowers outlined several unfunded commitments requiring future attention. The electric fund faces the Old Tar Road widening project, estimated at \$1.4 million and reimbursable by NCDOT, with a contract approval scheduled for the upcoming Monday night meeting.

Water fund commitments include the Southport Waterline Improvement Project with Phase 1 estimated at \$93,000 and Phase 2 at \$83,000, involving cost-share agreements also scheduled for Monday night's agenda. The Quell Trace regionalization improvements, previously approved by Council, will require payment upon project completion following a recent kickoff meeting with the developer.

The stormwater fund has the Noble Canal Phase 1 project, with \$3.2 million currently set aside for the Noble Canal Railroad Street project. Phase 1 includes improvements on Tyson Street, the open part of Noble Canal behind the church on the west side of Mill Street, and increased capacity through a new drainage system under Tyson Street. All design work must go through CSX Railroad approval, which is currently under review at 65 percent completion.

Assistant Town Manager Bowers explained the strategic phasing approach, noting that stormwater work should proceed from the furthest point toward the problem area to avoid creating bottlenecks. The Tyson Street area will be completed while school is in session, with the railroad street portion delayed until school is out.

Additional NCDOT betterments associated with the Old Tower Road widening project include black coated signal poles and signage for streetlights and signalization, with four new signalized intersections anticipated.

Unfunded High Priorities

Assistant Town Manager Bowers identified several unfunded high priorities across different funds. General fund priorities include public building assessments and capital improvement plans for aging buildings experiencing system problems, streets and sidewalks projects, emergency medical services considerations, and aging fire apparatus replacement.

Recreation priorities center on the multipurpose facility, with updates provided at the last budget workshop, plus ongoing operation, and maintenance considerations for such a facility.

Utility priorities include AMI metering technology conversion to allow remote meter reading and reduce truck rolls to residences. A scheduled meeting was canceled due to inclement weather but will be rescheduled.

Water tower design represents a significant priority as the town grows. Assistant Town Manager Bowers indicated plans to use some of Congressman Murphy's \$1 million allocation for design work alongside the water looping project, with future construction funding to be determined separately.

Sewer priorities include the ongoing \$8.4 million sewer rehab project, which will require an \$8.20 monthly rate increase per resident to cover the \$419,000 annual debt service. Additional concerns include regionalization projects to stay ahead of growth rather than remain reactive, and inflow and infiltration issues where groundwater enters the sewer system, requiring treatment capacity even though it is not actual sewage.

Stormwater priorities include a capital improvements program presentation planned for March, delayed from the stormwater advisory committee due to lack of quorum at their last meeting.

Council Discussion and Questions

The presentation sparked extensive discussion among Council members about funding priorities, infrastructure planning, and citizen services.

Mayor Hines inquired about emergency equipment costs, specifically referencing training bags priced at \$350 each that he observed during fire department training. He also asked about occupancy tax procedures for future hotel development, with Town Manager Parker confirming there is a process requiring Council approval followed by additional procedural steps.

Councilwoman Harrell requested clarification about the sewer pump station rehab project rate increase timeline and resident notification procedures. The discussion revealed that the \$8.20 increase would be in addition to current sewer rates to cover only the debt service for the rehab project.

Councilwoman Hawkins raised multiple concerns throughout the discussion. She first questioned the grant funding timeline and appropriation adjustments, seeking clarity about the \$1.2 million loan appropriation and how grant funds would affect the need for borrowing. Town Manager Parker explained that the loan process had not yet occurred, so reducing the loan amount based on grant awards would simply mean borrowing less money rather than having extra funds to reappropriate.

Councilwoman Hawkins emphasized the importance of proactive emergency preparedness, stating, "I am highly recommending that we look at our emergency department, our fire department, and not seeking to utilize those funds sparingly but in proactive measures to get what is needed ahead of time, not when needed, not as needed because lives and the well-being of lives should not be as needed or a rainy day or sparingly." She advocated strongly for prioritizing emergency services equipment and staffing.

The discussion of fund balance usage became particularly detailed, with Councilwoman Hawkins pressing for more aggressive use of available funds for emergency services. Town Manager Parker explained the balance between having funds available for emergencies while maintaining fiscal responsibility, noting that the fund balance serves as both emergency preparedness and operational continuity insurance.

Councilwoman Hawkins also raised infrastructure planning concerns, questioning how the town plans for population growth and its impact on utilities. She specifically asked about sewer capacity, electrical demand, and overall infrastructure alignment with growth projections. Mayor Hines responded that comprehensive planning efforts have been underway since 2021, with staff preparing detailed project lists for funding opportunities.

Regarding the sewer rate increase discussion, Councilwoman Hawkins questioned whether population growth factors into rate calculations and how the town proactively addresses infrastructure needs rather than reacting to them. The conversation revealed ongoing efforts to develop growth-responsive infrastructure planning.

The multipurpose facility discussion generated significant debate, with Councilwoman Hawkins pressing for concrete next steps and timelines. Town Manager Parker indicated that a workshop needs to be scheduled to address public outreach preferences and other preliminary decisions before moving forward with McGill Associates. Councilwoman Hawkins offered to provide three potential Saturday dates for scheduling.

Mayor Hines suggested considering various funding mechanisms including bond referendums and public-private partnerships, emphasizing the importance of public input and creative financing solutions. This led to discussion about the benefits and challenges of general obligation bonds, which would require voter approval but provide clear public mandate.

Town Manager Parker explained that while the town has not issued bonds during her tenure, they represent a viable option for specialized projects like community facilities. She noted that bonds require lengthy processes and can be expensive, but they allow direct public participation in funding decisions.

Councilwoman Hawkins expressed frustration with the ongoing discussions about the multipurpose facility, noting that land has been purchased and plans developed over more than 20 years of discussion. She emphasized the difference between community wants and needs, arguing that a multipurpose facility represents a genuine need for a growing community.

The discussion also covered volunteer board review processes, with Councilwoman Hawkins seeking clarification about when previously discussed board changes and additions would be revisited. Mayor Hines indicated this would be addressed during upcoming planning work sessions.

Councilman Moye addressed community concerns about natural gas price impacts and their effect on the electric fund budget. Mayor Hines explained that while the electric fund maintains an 80 percent fund balance, the annual purchase for resale budget is approximately \$4 million, with the recent price spike representing a substantial but manageable impact.

Councilman Moye also raised ongoing citizen interest in restoring weekly trash pickup from the current every-other-week schedule. He suggested conducting a petition to gauge community willingness to pay for increased service, noting that no petition had been conducted when the service was reduced. Town Manager Parker cautioned about the practical difficulties of conducting surveys for every municipal decision while acknowledging Council's authority to request such input.

Councilwoman Smith emphasized the importance of maintaining the town's healthy fund balance while recognizing the growing demands on municipal resources. She noted that the town has drawn \$1.9 million from fund balance this year compared to \$1.5 million last year, totaling \$3.4 million over two years, cautioning against over-relying on reserve funds.

Mayor Pro Tem Roberson asked for clarification about the energy rider mechanism, with Mayor Hines explaining it as a rate structure designed to recover losses when natural gas prices exceed anticipated levels, based on kilowatt hour usage.

Mayor Pro Tem Roberson also questioned enterprise fund cost recovery, noting that current rates do not fully cover operational costs since most funds require retained earnings contributions to balance. She specifically asked about sewer rates and whether the \$8.20 increase would be added to current base rates, which was confirmed.

Mayor Pro Tem Roberson raised concerns about a Knox Street property that has remained undeveloped, questioning whether the water looping project would address water pressure issues preventing development in that area. Staff indicated that while water service exists nearby, on-site utility costs rather than line capacity appear to be the primary development barrier.

The discussion concluded with recognition of the Noble Canal project's long development timeline and the town's approach to preparing for growth through developer fees and recreation land dedication requirements.

MAYOR AND COUNCIL COMMENTS

Mayor Hines thanked staff for the comprehensive budget outlook presentation and praised the evening's substantive discussions. Mayor Hines acknowledged the challenging fiscal environment while expressing appreciation for the collaborative approach to addressing municipal priorities.

Council members expressed appreciation for the detailed information provided and the opportunity for extensive discussion about budget priorities and future planning needs.

Before adjournment, Councilwoman Hawkins raised questions about next steps for police chief recruitment and volunteer board discussions from the previous planning meeting. Town Manager Parker outlined the standard recruitment process involving job posting, application review, assessment panels with outside evaluators, and final selection, confirming that Council input would be limited to providing desired candidate attributes rather than direct participation in the selection process.

Regarding volunteer boards, Town Manager Parker indicated that proposed changes would be addressed during upcoming Council work sessions, with Mayor Hines confirming that board-related discussions would occur during scheduled planning sessions.

ADJOURN:

Motion made by Councilman Moye and seconded by Mayor Pro Tem Roberson to adjourn the meeting. Motion carried unanimously, 5-0. Meeting adjourned at 7:56 pm.

Adopted this the 13th day of April 2026.

Richard E. Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk



**WINTERVILLE TOWN COUNCIL
MONDAY, MARCH 9, 2026 – 6:00 PM
REGULAR MEETING MINUTES**

The Winterville Town Council met in a Regular Meeting on the above date at 6:00 PM in the Town Hall Assembly Room, with Mayor Pro Tem Roberson presiding. The following were present:

Richard E. Hines, Mayor (excused due to family death)
Veronica W. Roberson, Mayor Pro Tem
Brandy Harrell, Councilwoman
Shantel Hawkins, Councilwoman
Johnny Moye, Councilman
Lisa Smith, Councilwoman
Keen Lassiter, Town Attorney
Terri L. Parker, Town Manager
Anthony Bowers, Assistant Town Manager
Charles Hamilton, Police Lieutenant
David Moore, Fire Chief
Cliff McGuffin, Public Works Director
Ron Mills, Electric Director
Jessica Manning, Finance Director
Evan Johnston, Building Inspector/Code Enforcement Officer
Diane White, Parks and Recreation Director
Stephen Penn, Planning and Economic Development Director
Angela Fuller, Human Resource Director
Willie Gay, Building Inspector/GIS Technician
Donald Harvey, Town Clerk

CALL TO ORDER: Mayor Pro Tem Roberson called the meeting to order on March 9, 2026 at 6:00 PM.

INVOCATION: The invocation was led by Councilwoman Smith.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

WELCOME: Mayor Pro Tem Roberson welcomed everyone to the meeting, expressing pleasure at the attendance and interest shown by those present.

ROLL CALL: Town Manager Parker confirmed that everyone was present and accounted for with the exception of Mayor Hines.

APPROVAL OF AGENDA:

Town Attorney Lassiter requested a change to the agenda, recommending that under the public hearings section, the order be switched so that the Farmstead subdivision development agreement be heard first, followed by the Farmstead subdivision annexation, as these matters are linked.

Motion made by Councilman Moye and seconded by Councilwoman Smith to accept the agenda with the necessary update requested by Town Attorney Lassiter. Motion carried unanimously, 5-0.

PROCLAMATIONS:

1. Social Work Month.

Councilwoman Harrell read the Social Work Month proclamation for March 2026, highlighting the profession's dedication to enhancing well-being and advancing social justice. The proclamation recognized social workers' critical role in strengthening families, empowering youth, and supporting vulnerable populations. Harrell noted that she is a proud social worker.

2. Women's History Month.

Councilwoman Harrell also read the Women's History Month proclamation, recognizing American women's historic contributions across all spheres of life. The proclamation specifically acknowledged the women serving on Winterville Town Council: Brandy Harrell, Shantel E. Hawkins, Veronica W. Roberson, and Lisa A. Smith, as well as town staff members including Town Manager Terri L. Parker, Finance Director Jessica Manning, Parks and Recreation Director Diane White, Human Services Director Angela Fuller, noting that 18 percent of the total town workforce are female. Harrell concluded by stating she is proud to be a woman as well.

Mayor Pro Tem Roberson expressed pride in the women who work for Winterville and the opportunity to serve on a majority female board, noting that their town manager is one of few female town managers in the area. She also recognized County Commissioner Mark Smith and chamber representative Rebecca for their attendance and service to the community.

PRESENTATIONS:

1. Winterville in Motion: Tristyn Daughtry and Rebecca Caveness.

Economic Development Planner Daughtry and Winterville Chamber of Commerce Executive Director Caveness introduced a new communications initiative called "Winterville in Motion," a collaborative podcast between the town and chamber.

Daughtry explained that the goal is to provide another way to communicate with the community, share updates, and highlight positive developments in the town. Caveness noted that as communication habits evolve toward video, social media, and audio platforms, many municipalities are using podcast formats to share information in a more accessible and conversational way. This approach allows them to reach residents and businesses where they already are while providing context around community work.

The podcast will cover community initiatives, development activity, upcoming projects, and town updates. It will also feature local business owners, sharing their stories and discussing opportunities that support business development. Daughtry emphasized they hope to highlight diverse voices from business owners to community leaders to residents and staff.

When Councilwoman Smith asked where people could tune in, Caveness explained it would be across multiple platforms as a standalone entity that both the town and chamber can share, including social media, YouTube, and websites. Town Manager Parker thanked both presenters for their initiative and expressed excitement about what residents will learn about town activities.

2. Stormwater CIP: Rivers and Associates.

Assistant Town Manager Bowers introduced the stormwater asset inventory assessment study presentation. He explained that Rivers and Associates was engaged to assess Winterville's stormwater system, identifying, and determining the condition of individual assets. The study identified nine major projects with a total value of over \$5 million, not including the Noble Canal and Railroad Street project already underway.

Blaine Humphrey from Rivers and Associates provided background on the funding source, explaining that Winterville received a \$400,000 grant from the North Carolina Division of Water Infrastructure through the American Rescue Plan funds' Local Assistance Stormwater Infrastructure Investments Fund. This funding dried up in spring 2024, with no additional funds currently earmarked for the program.

Steven Reece from Rivers and Associates delivered the detailed presentation, first acknowledging the valuable contribution of town staff including Cliff McGuffin, Todd Best, Willie Gay, Anthony Bowers, and Terri Parker. He praised the town's investment in a CCTV camera and the staff's proactive use of it for system assessment.

Reece explained the project scope, which included record drawing review, GPS locating of structures, field measurements, and CCTV camera work to identify problem areas. The team used the "raindrop rule" to determine ownership and maintenance responsibility for stormwater infrastructure, which states that responsibility belongs to the party who first collects or alters the natural flow of rainfall.

The assessment identified significant stormwater challenges in Winterville's relatively flat topography, with drainage flowing east to Fork Swamp and west to Swift Creek. Reece detailed that they GPS located 2,059 structures total, with the town owning 989 catch basins, 617 drop inlets, and 35 junction boxes, resulting in about 33 miles of storm pipe ranging from 4 inch to 72-inch diameter.

Reece presented detailed analysis of problem areas, particularly in West Winterville, including known flood areas on Ainge Street, Academy Street, Main Street between Jones and Ainge, North Street, and areas around the Noble Canal study endpoint. He explained how improperly sized pipes were causing flooding issues and recommended a downstream-to-upstream approach for addressing problems.

The presentation included specific project recommendations:

- Railroad Street area improvements requiring pipe relaying at proper grade.
- North Street flooding addressed by upsizing a 24-inch pipe to 36 inches.
- Jones Street parallel pipe improvements.
- Blount Street outfall project to address Main and Mill Street flooding.
- Various other infrastructure upgrades.

Cost estimates were provided for a 10-year capital improvement plan, with projects staggered over time. Reece estimated that if all improvements were financed through 20-year loans at 2 percent interest, annual payments would build to about \$400,000.

Councilman Moye asked about flooding issues at Railroad Street and Vernon White Road. Reece confirmed this area would be addressed through the Blount Street outfall project, explaining that DOT

areas are heavily flooded, but the town must upsize its drainage system before DOT will work on their infrastructure.

Councilwoman Hawkins asked about precautionary measures for developers as the town grows. Reece emphasized the importance of transparency and understanding current flood areas, allowing the town to assess whether new developments will impact existing problems. Assistant Town Manager Bowers noted that the Wooten company is working on MS-4 ordinances and standards to address future development and clarify responsibilities.

Regarding retention ponds, Mayor Pro Tem Roberson expressed concerns about new developments with large retention ponds. Humphrey explained that developers choose various methods to address stormwater runoff, with different options available for attenuating runoff.

Councilwoman Hawkins asked about responsibility for flooding in developments. Scott Moore from Southbrook confirmed that private stormwater designs reviewed by the state would fall back on HOAs, with deed restrictions making owners responsible for long-term maintenance.

Motion made by Councilwoman Smith and seconded by Councilwoman to accept the asset management plan as presented by Rivers and Associates and approve the stormwater CIP contingent on staff modifications. Motion carried unanimously, 5-0.

PUBLIC HEARINGS:

1. Farmstead Subdivision Development Agreement.

Town Attorney Lassiter explained that the development agreement discussion would precede the annexation hearing since these matters are linked. The Farmstead development is a 96-acre tract at the intersection of Reed Branch Road and Davenport Farm Road, developed by Sutton Land Holdings LLC.

Town Attorney Lassiter noted that in August, council voted to allow GUC to serve Farmstead with water and sewer, and discussions began about a development agreement. The agreement identifies that the town will request GUC to serve the subdivision with water and sewer, the developer will petition for annexation, and they agreed to pay a fee in lieu of \$20,000.

Mayor Pro Tem Roberson declared the public hearing open, asked if anyone would like to speak in favor.

Clint Cogburn, land use attorney representing Sutton Land Holdings LLC, spoke in favor. He explained that the annexation involves four separate parcels along Reedy Branch Road and Davenport Farm Road, currently in the town's extraterritorial jurisdiction. The development agreement would allow connection to existing GUC infrastructure in the immediate area.

Cogburn emphasized that per town ordinances and state statute, there are proximity requirements that would obligate the town to extend certain infrastructure. Since the town was not in a position to immediately do that, this development agreement creates a mutually beneficial situation allowing connection to existing GUC infrastructure while providing the town with resources for future infrastructure improvements.

Councilwoman Smith commented that while she appreciated the \$20,000 in lieu fee, considering the cost that might have been required for infrastructure and fees the town might have collected over the property's lifetime, it might be minimal. Cogburn clarified that this proposal was made because they had identified the infrastructure requirements and approached the town with this solution.

Mayor Pro Tem Roberson asked if anyone would like to speak in opposition of the annexation/rezoning request. No one spoke. Hearing none Mayor Pro Tem Roberson closed the public hearing.

Motion made by Councilman Moye and seconded by Councilwoman Harrell to accept the development agreement. Motion carried, 4-1. Councilwoman Smith opposed.

2. Farmstead Subdivision Annexation.

Planning and Economic Development Director Penn presented the annexation petition for Farmstead Subdivision, located north of Open Door Church and south of Pitt Community College. The 96.22-acre site is zoned R-8 conditional district north of Davenport Farm Road and R-10 conditional district south of Davenport Farm Road, anticipating 179 single-family residential homes plus a pool, cabana, and amenity center.

Planning and Economic Development Director Penn noted that a conditional district requirement for a traffic signal at Davenport Farm Road and Reedy Branch Road was reviewed by NCDOT, who determined a traffic signal was not appropriate and agreed to install a roundabout, though this has been pushed off for the near future.

Mayor Pro Tem Roberson declared the public hearing open, asked if anyone would like to speak in favor of the plan.

Clint Cogburn again spoke in favor, reiterating his previous statements about the annexation meeting statutory requirements and being in the town's interest. Staff recommended approval with an effective date of March 31, 2026.

Mayor Pro Tem Roberson asked if anyone would like to speak in opposition of the plan. No one spoke. Hearing none Mayor Pro Tem Roberson closed the Public Hearing.

Motion made by Councilwoman Harrell and seconded by Councilman Moye to approve the Farmstead subdivision annexation. Motion carried unanimously, 5-0.

3. Southbrook Phase 3 Rezoning.

After a brief break, Planning and Economic Development Director Penn presented the Southbrook Phase 3 planned unit development rezoning request. Southbrook is located on Church Street Extension, and this request involves 8.536 acres of the total 245.43-acre site.

Planning and Economic Development Director Penn explained that the applicant wishes to change a portion currently zoned R-6 (single family detached) to multifamily residential (single family attached/townhomes). This change would eliminate a riparian buffer crossing and shift attached homes away from Church Street Extension to be more interior to the site, creating better transportation and interconnectivity design.

No changes would be made to overall density or number of units - it is simply relocating where different housing types would be placed. The Planning and Zoning Board unanimously recommended approval at their January 2026 meeting.

Councilwoman Smith asked for clarification that this was simply a flip-flop with no changes to unit numbers or types, and that the reasoning was to eliminate stream crossing and ensure all single-family homes are completely internal to the subdivision. Planning and Economic Development Director Penn confirmed this was correct.

Councilwoman Smith questioned why this was not addressed originally, noting this would be the third or fourth revision. Planning and Economic Development Director Penn suggested it was likely discovered during construction drawings when developers get more specific details about buildable areas.

Mayor Pro Tem Roberson declared the public hearing open, asked if anyone would like to speak in favor of the plan.

Scott Moore, one of the owners and applicant for Southbrook NC LLC, spoke in favor. He praised staff's work and explained that concept plans are schematic in nature, designed to provide general layout with future flexibility. Through ongoing feedback from staff and contractors, they continuously look for ways to improve design quality and efficiency.

Scott Moore detailed the three primary benefits: reducing environmental impact by not crossing the stream, improving layout by relocating units off Church Street to the interior, and allowing for a larger buffer and enhanced entrance along Church Street. He emphasized no density changes and that any future changes would require returning to council.

Councilwoman Hawkins asked about stormwater impacts from attached units. Scott Moore explained that the entire site goes through extensive stormwater reviews, and this design actually provides better stormwater management with less impervious coverage and no impact to the Neuse River buffer.

Regarding responsibility for flooding issues, Scott Moore confirmed all private stormwater design is reviewed by the state, with HOA responsibility for long-term maintenance through deed restrictions.

Mayor Pro Tem Roberson asked if anyone would like to speak in opposition of the plan. No one spoke. Hearing none Mayor Pro Tem Roberson closed the Public Hearing.

Motion made by Councilwoman Smith and seconded by Councilwoman Harrell to approve the Southbrook Phase 3 rezoning request as it is consistent with Winterville's comprehensive land use plan, is reasonable and in the public's best interest. Motion carried unanimously, 5-0.

PUBLIC COMMENT: Mayor Pro Tem Roberson read the Public Comment Policy.

No one signed up for public comment.

CONSENT AGENDA:

Items included in the Consent Agenda:

1. Approval of Council Meeting Minutes. (See attached corrections).
2. Budget Amendment 2026-2027-5.
3. Audit Contract for Fiscal Year 2025-2026.
4. Integrity Church of Greenville, NC Annexation - Schedule Public Hearing.
5. Approval of Financing Terms and Agreement with Southern Bank & Trust Company.
 - a) Resolution 26-R-031 2025 F-150 - Inspections
 - b) Resolution 26-R-032 Dodge Durangos - Police
 - c) Resolution 26-R-033 2025 F-150 & Self-Contained Breathing Apparatus Air-Paks - Fire
 - d) Resolution 26-R-034 2026 Ford F-350 Dump Truck & Hustler Mowers – Public Works
 - e) Resolution 26-R-035 2025 Dodge Ram Bucket Truck & Ditch Witch - Electric
 - f) Resolution 26-R-036 Pinpointer Impulse Radar GPR & 2025 Valve Trailer - Water
 - g) Resolution 26-R-037 Envirosight HD Camera Crawler & Attachments - Stormwater

Councilwoman Hawkins asked questions about the consent agenda, wanting to ensure public transparency about where citizens could access detailed information. Town Clerk Harvey explained that

the agenda packet is available to the public through the sunshine list (agenda distribution list) - anyone can contact him to be added - and is also posted on the town website under the government tab, agendas section.

Finance Director Manning explained the budget amendment components:

- \$29,000 increase for mold remediation at town hall and police/fire rescue buildings
- \$960,000 for land purchase on the west side of Winterville
- \$25,000 grant for the 2026 Eastern North Carolina Cal Ripken State Tournament
- \$1,353,000 for NCDOT Old Tar Road widening project electric line replacement (reimbursable)
- \$766,000 increase in electric sales revenue and purchase for resale to cover power cost adjustment

Regarding the audit contract, Town Manager Parker clarified this is for the upcoming audit after the end of the current budget year, not the audit just presented.

For the financing resolutions, Finance Director Manning explained these are for vehicles and equipment approved in the current budget year. Council had previously approved a reimbursement resolution to purchase these items and secure financing later. Southern Bank came in with the lowest interest rates at 3.95% for 3-year terms and 4.10% for 5-year terms. Most items have been purchased, with only the electric department's bucket truck and ditch witch trencher still on order.

Motion made by Councilwoman Smith and seconded by Councilman Moye to approve the consent agenda. Motion carried unanimously, 5-0.

OLD BUSINESS: None

NEW BUSINESS:

1. Farmstead Preliminary Plat.

Planning and Economic Development Director Penn presented the Farmstead preliminary plat for the 93.8-acre site with 179 single-family detached lots. The northern portion (60 acres, 107 lots) is zoned R-8 conditional district, while the southern portion (34 acres, 72 lots) is zoned R-10 conditional district. Both sections have two full ingress/egress points.

The plat includes a pool and cabana with 2,000 square foot clubhouse, a dedicated easement along the canal for potential future greenway, and sidewalks on both sides of all internal streets. Planning and Economic Development Director Penn noted that all applicable conditions within the conditional district have been met regarding the preliminary plat.

Staff recommended approval, noting that if approved, the project would need to submit construction drawings and eventually a final plat.

Mayor Pro Tem Roberson asked about ingress/egress connections to other developments, particularly regarding whether conditions were placed on adjacent properties for road connections. Planning and Economic Development Director Penn clarified that Little Property is dedicating a 70-foot right-of-way that could eventually connect Doctor Fulford Road to Reedy Branch Road if the town ever wanted that connection, but no conditional requirements were placed.

Motion made by Councilwoman Harrell and seconded by Councilwoman Hawkins to approve the Farmstead preliminary plat. Motion carried unanimously, 5-0.

2. Old Tar Road Widening, Electric Line Relocation, Bid acceptance for C-Phase Services, LLC.

Assistant Town Manager Bowers explained that due to NCDOT widening Old Tar Road, the town must relocate electric line infrastructure in the specific right-of-way area. The town solicited bids on November 5th and received only two bids. Due to lack of the required three bids, they re-advertised and reopened bids on February 5, 2026, receiving two bids again, but this was allowable since they had advertised twice.

The lowest responsible bidder was C-Phase Services LLC at \$1,353,767.39. This is 100% reimbursable by NCDOT and the project is expected to take 120 days from notice to proceed.

Motion made by Councilman Moye and seconded by Councilwoman Smith to accept the bid from C-Phase Services and authorize the mayor to execute the contract. Motion carried unanimously, 5-0.

3. Electric Power Cost Adjustment (PCA) rate implementation.

Assistant Town Manager Bowers presented the need for a temporary power cost adjustment due to extreme cold weather in January. Natural gas market prices soared to \$136 per MMBtu, compared to the typical average of \$3.50 to \$4.50 per MMBtu. This resulted in approximately \$766,000 over budget for power purchase and resale.

Staff recommended implementing a 5-cent per kilowatt hour power cost adjustment effective with March 15th billing, maintained through July 1, 2026. These are "shoulder months" when customer usage is not as high, allowing the large expense to be dispersed over a period when electric usage will not be extreme.

Councilwoman Harrell asked about typical impact, and Assistant Town Manager Bowers estimated the average residential customer might see around a \$50 increase per month for the four months, though this varies based on usage. This is not a flat rate but based on kilowatt usage.

Councilwoman Harrell asked about review frequency. Assistant Town Manager Bowers explained they monitor monthly and used this adjustment previously for two years until energy costs normalized. Current natural gas prices have remained relatively low despite global uncertainties.

Councilwoman Hawkins sought clarity that this is 5 cents, not 5 percent, per kilowatt hour based on usage, and confirmed the July 1st end date. She also clarified that this is separate from a potential \$8 sewer fund increase that would be considered during budget adoption.

Councilman Moye asked if there were other ways to share the cost rather than the full 5 cents, suggesting perhaps 2.5 cents with the town covering the remainder. Assistant Town Manager Bowers noted the only other option would be eliminating something from the fund but being three-quarters through the budget year limits reduction options.

Councilwoman Smith expressed concern about setting precedent by using fund balance, noting they had the same situation in 2022. She suggested this is unfortunate but necessary due to circumstances beyond their control.

Mayor Pro Tem Roberson noted that none of them want to increase utility bills, but they must be stewards providing services to citizens. She emphasized these are the mildest months when usage would be lower, making it a better time for the adjustment.

Assistant Town Manager Bowers added they could monitor and potentially remove the PCA sooner if they recoup the money faster than anticipated. He also noted the importance of maintaining financial

soundness for potential emergencies, referencing the \$1.3 million-line relocation project as an example of unexpected costs.

Councilwoman Harrell noted she is witnessed staff work with citizens on payment arrangements during hardships. Assistant Town Manager Bowers confirmed they work with customers individually to assess each situation and aid where possible within policies and procedures.

Mayor Pro Tem Roberson mentioned that local churches have also helped with utility bills, with town staff referring people to these resources.

Motion made by Councilwoman Smith and seconded by Mayor Pro Tem Roberson to approve the use of the power cost adjustment through July 2026 as recommended by staff. Motion carried unanimously, 5-0.

4. Resignation of Council Liaison to Human Relations Board.

Mayor Pro Tem Roberson submitted her resignation as council liaison to the Human Relations Board. She noted this leaves a void since the bylaws currently require a council liaison. Councilman Moye asked if the bylaws require a council liaison. Town Manager Parker believed they do, though Town Attorney Lassiter noted bylaws could be amended. The position is non-voting, and Town Attorney Lassiter did not think there was a requirement to vote on amendments tonight, recommending action in the near future.

Motion made by Councilwoman Smith and seconded by Councilwoman Harrell to accept the resignation of Mayor Pro Tem Roberson from the Human Relations Board liaison position Motion carried unanimously, 5-0.

OTHER AGENDA ITEMS:

1. Winterville Town Government Roles: Keeping Our Citizens Informed. (Councilwoman Hawkins).

Councilwoman Hawkins presented a detailed overview of government roles in Winterville. She explained that town council members have a legislative role as lawmakers, adopting ordinances and resolutions, setting policies including budget priorities and community standards, approving budgets for all departments, monitoring policy implementation without handling day-to-day operations, making decisions through voting, and serving constituents by representing residents' interests and listening to concerns about town operations.

She described the mayor's ceremonial and leadership role, including presiding over council meetings, setting agendas with council, voting to break ties, and representing the town in intergovernmental relations. The mayor has limited administrative power and does not supervise day-to-day operations in the council-manager format but can advocate for policy priorities without setting policies.

Councilwoman Hawkins explained the town manager's role as chief administrative officer appointed by council to manage daily operations, supervise department heads, implement council policies and ordinances, prepare the annual budget, direct operations and staffing, and report outcomes to council.

She emphasized that council members are elected to make policies and ensure they are carried out, the mayor facilitates (not orchestrates) meetings, and the town manager works under the pleasure of the council. All work in sync but have distinctive roles.

Regarding council liaisons, Councilwoman Hawkins noted there is no statutory standing for this purpose in North Carolina - they are designated internally by town council to facilitate communication between council and departments, acting as points of contact and helping communicate priorities.

Mayor Pro Tem Roberson noted these roles are covered well in training offered by the school of government, with role-playing exercises making them more visible and understandable. She mentioned that several council members have advanced municipal leadership credentials and over 19 credits from UNC in government training.

2. Ongoing Need for Civilian Review Board: Traffic Stops Patterns & Trends. (Councilwoman Hawkins).

Councilwoman Hawkins presented detailed statistics showing traffic stop disparities in Winterville. She noted that while the town's population is approximately 34% Black and 63% white, in 2025 there were 2,672 total traffic stops with 1,787 Black people stopped (67%) and 885 white people stopped (33%).

She highlighted concerning patterns including 433 Black people searched versus 88 white people searched, and 954 verbal warnings given to Black people with 31 written warnings, compared to 467 verbal warnings and 43 written warnings for white people.

Councilwoman Hawkins emphasized this represents a disparity that has persisted through 2024, 2025, and continues into 2026. She questioned how the council will address this disparity - whether they will sit in silence within their roles or take action. She advocated for a civilian review advisory board to track patterns and trends, enabling targeted responses through programs, classes, courses, and training to address the problem.

Most traffic stops are for equipment and regulatory violations, with less than 3% for speeding. Councilwoman Hawkins stated she will not remain quiet about these "blaring disparities" and will continue bringing this data to the public and council.

Councilwoman Harrell supported Councilwoman Hawkins' concerns, noting she had initially brought traffic stop issues to the forefront over a year ago, asking for citations, locations, and similar data. She advocated for working with the new police chief on transparency, trust, community policing, and having an accredited body review policies and procedures. Harrell also suggested implementing a public dashboard where citizens can see traffic stop demographics, search rates, and citation versus warning data.

3. Developmental Disability Recognition: Focus on Autism. (Councilwoman Hawkins).

Councilwoman Hawkins highlighted March as National Developmental Disabilities Awareness Month, focusing on autism. She noted that autism affects 1 in 6 children in the United States, and these children become adults. She questioned what the town can do to implement and integrate autistic citizens into daily activities.

Councilwoman Hawkins noted there is an autism facility in Winterville and suggested inviting them to show how the town government can operate better regarding their needs. She emphasized that people with autism are differently abled rather than disabled, potentially excelling in some areas while facing challenges in others.

She encouraged getting to know people with autism and their families, as they are intertwined in the community, and stressed the need to celebrate differences.

Mayor Pro Tem Roberson mentioned a class at the community college that held a potato fundraiser where students wrote receipts, took orders, and filled orders, describing it as heartwarming. She also mentioned ACES for Autism outside town and encouraged people to tour the facility.

4. Closed session procedural compliance, including the conduct, manner, and scope of discussion that occurred during the February 24, 2026 closed session. (Councilwoman Hawkins).

Councilwoman Hawkins expressed concerns about closed session procedures, stating she believes the February 24th closed session was not compliant with procedures. She advocated for policies regulating conduct, manners, scope of discussions, personal feelings, and different positions in closed sessions. While she could not reveal details due to closed session confidentiality, she stated something occurred that she was not okay with and that should not have happened. She called for implementing codes of conduct and procedural guidelines for closed sessions.

Mayor Pro Tem Roberson expressed dissatisfaction with closed session minutes being released before council approval, noting the meeting was only a couple weeks ago and does not meet the typical timeframe for release. She emphasized that closed session discussions involve fragile and important operational issues that should not be made public before council decisions.

Councilwoman Hawkins clarified that as a sitting council member, she has a statutory right to minutes and recordings, which do not require council approval for her to receive. Town Attorney Lassiter confirmed council members have the right to draft minutes and audio from closed sessions, noting they were provided with clear reminders about closed session confidentiality.

Town Attorney Lassiter explained that closed session minutes, once approved and initially sealed, can be unsealed once the reason for sealing is removed, though confidential information about personnel issues or trade secrets would still be redacted.

ITEMS FOR FUTURE AGENDA/FUTURE WORK SESSIONS:

Town Manager Parker indicated they need to set dates for upcoming work sessions and will send out a poll.

ANNOUNCEMENTS: Town Clerk Harvey gave the following announcements:

Town Clerk Harvey highlighted key upcoming events including Easter Eggstravaganza on March 21st, Winterville Baseball Opening Ceremony on March 28th, Good Friday holiday on April 3rd, and the next meeting on April 13th. He drew attention to budget meetings scheduled for May.

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

Councilwoman Hawkins wanted Parks and Recreation Director White to provide information about water fountain operations. White confirmed that fountains were turned on over the weekend due to nice weather and for a Safe Routes to School event, and they are checking them frequently to ensure proper operation.

Regarding speedometers on Mill Street, Police Lieutenant Hamilton explained they have battery-operated speed signs requiring \$800 battery sets annually, while solar-powered signs on Main and Cooper Streets operate continuously. The battery-operated signs are set for peak times to extend battery life but still collect data continuously. They are exploring grant funding for additional solar signs and welcome suggestions for operational timing.

Town Manager Parker noted they are looking at solar-powered signs for the future to avoid battery replacement issues.

Councilwoman Hawkins announced that the Winterville Human Relations Board would present their budget year accomplishments and future plans for the upcoming budget process.

For the town hall mentioned earlier, Councilwomen Hawkins and Councilwoman Harrell announced they have planned a town hall for April 18th from 10:00 to 11:30 AM with Dr. Rodney Coles as moderator. They have developed an agenda and outline, with more details to follow.

Councilwoman Hawkins concluded by stating she would not participate in the evening's closed session until policies are implemented regarding conduct and behavior in closed sessions.

Councilwoman Harrell thanked staff and residents, noting she is not alone regarding traffic stop concerns. She reiterated her previous advocacy for transparency, community policing, accredited policy review, and public dashboards for traffic data. She emphasized the need for citizens to attend meetings and ask questions.

Harrell provided detailed statistics from the February 20th North Carolina MedAssist event, highlighting successful community engagement:

- 775 total community members served.
- 375 residents attended in person plus 400 online orders.
- 157 uninsured residents identified who are now receiving assistance locating affordable healthcare coverage.
- 120 residents reported their emergency department visits might have been preventable with access to over-the-counter medications.

She emphasized the public health insight about improving access to basic medications to reduce unnecessary emergency visits and support preventative care. Harrell expressed gratitude for bringing this collaborative event with ECU Health and NC MedAssist to Winterville.

Councilwoman Smith thanked everyone remaining and acknowledged Daughtry and Caveness for their innovative podcast collaboration. She noted the Rivers and Associates representative's commendation of town staff for long-range planning and vision, emphasizing that external recognition speaks highly of their efforts.

Councilwoman Smith stated she serves as a servant at heart, taking her position graciously without seeking titles or serving special interests. She assured that she does everything possible for the community as a whole daily and wished everyone a happy Easter since they would not meet again before then.

Councilman Moye gave honor to God and thanked citizens, referencing Winterville's "slice the good life" slogan. He acknowledged the growth and development discussed throughout the meeting, noting that growth brings needs for public safety, recreation, and employees.

He admitted not liking increases but recognizing that everything must grow together for continued progress. Referencing his parents' and wife's saying that "it costs to be the boss," he emphasized the need to pay the price for leadership.

Regarding the electrical bill increase, Councilman Moye acknowledged it would cost everyone but expressed confidence they would be all right working together. As someone on a fixed income, he planned to adjust by staying home more and cutting back on trips, encouraging others to "think outside the box" during difficult times.

He emphasized not blaming others but recognizing this as how the world operates, noting it is not just Winterville but everywhere. He pointed out that other utilities like Greenville have permanent increases while theirs is temporary for four months. He concluded by encouraging everyone to work together.

Mayor Pro Tem Roberson thanked all the women working for Winterville and serving on the board for making the community great. She highlighted the fire department's assistance with a parade for Miss Eula Jones' 90th birthday, attended by a 100-year-old lady, describing it as heartwarming.

She praised the new podcast initiative, encouraging people to check it out despite her limited technology skills, finding it very informative for citizen participation. Mayor Pro Tem Roberson asked about the multipurpose building, with Town Manager Parker indicating they would save that discussion for the upcoming workshop.

Mayor Pro Tem Roberson expressed appreciation for the in-depth stormwater analysis, noting it is an important issue for the community. She acknowledged that residents learn to alter their routes during heavy rain, but emphasized they still want to address the problems rather than just accept them.

Town Attorney Lassiter noted they would have a closed session pursuant to statute 143-318.11. (a) (5) for the Council to give instruction or guidance to town staff about the purchase of real estate.

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

Motion carried unanimously, 4-0. Councilwoman Hawkins abstained and left the meeting and did not attend the Closed Session. Entered into Closed Session at 9:43 pm.

CLOSED SESSION.

Motion made by Councilwoman Smith and seconded by Councilwoman Harrell to return to Open Session. Motion carried, 4-0. Hawkins did not attend

Motion made by Councilwoman Smith and seconded by Councilwoman Harrell to approve the alternate purchase agreement between the town and the Manning family heirs for the purchase of approximately 41.64 acres at a purchase price of \$945,600, with the condition that the town not enter into a landlord-tenant relationship with the tenant of the residence and that the town close on the property after the tenant vacates the residence. Motion carried unanimously, 4-0.

ADJOURN:

Motion made by Councilwoman Harrell and seconded by Councilman Moye to adjourn the meeting. Motion carried unanimously, 4-0.

Meeting adjourned at 10:11 pm.

Adopted this the 13th day of April 2026.

Richard E. Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk

DRAFT



**WINTERVILLE TOWN COUNCIL
MONDAY, MARCH 23, 2026 – 6:30 PM
SPECIAL CALLED MEETING MINUTES**

The Winterville Town Council met in a Special Called Meeting on the above date at 6:30 pm in the Town Hall Assembly Room, with Mayor Richard E. Hines presiding. The following were present:

Richard E. Hines, Mayor
Veronica W. Roberson, Mayor Pro Tem
Brandy Harrell, Councilwoman
Shantel Hawkins, Councilwoman
Johnny Moye, Councilman
Lisa Smith, Councilwoman
Keen Lassiter, Town Attorney
Terri L. Parker, Town Manager
Anthony Bowers, Assistant Town Manager
Ron Mills, Electric Director
Jessica Manning, Finance Director
Donald Harvey, Town Clerk

CALL TO ORDER: Mayor Hines called the Winterville Town Council Special Meeting to order at 6:30 pm on Monday, March 23, 2026.

INVOCATION: Councilman Moye gave the invocation.

PLEDGE OF ALLEGIANCE: Following the invocation, all present stood for the Pledge of Allegiance.

WELCOME: Mayor Hines welcomed everyone in attendance to the special call meeting, including those watching remotely.

ROLL CALL: Mayor Hines conducted roll call with council members responding "present":

- Councilwoman Hawkins: Present.
- Councilwoman Harrell: Present.
- Mayor Pro Tem Roberson: Present.
- Councilman Moye: Present.
- Councilwoman Smith: Present.

The Mayor confirmed a quorum was present.

APPROVAL OF AGENDA:

Motion made by Councilman Moye and seconded by Councilwoman Harrell to approve the agenda. Motion carried unanimously, 5-0.

AGENDA ITEM: 1. Power Cost Adjustment.

Mayor Hines deferred to Councilwoman Hawkins, who called the special meeting, to begin the discussion on the power cost adjustment.

Councilwoman Hawkins opened by stating her purpose for calling the meeting: "I called this special meeting because I want to make sure that we are protecting our residents and using our town's resources responsibly." She emphasized that the town currently has over \$12 million in unassigned funds, money "set aside for situations just as this." She noted that charging citizens a power cost adjustment when reserves are available "would place an unnecessary burden on them."

Councilwoman Hawkins detailed that the power cost adjustment would average around \$50 per customer, potentially ranging from \$45 to \$65 depending on kilowatt usage. She stated she was present "to actually fight to make sure that not a dime is put on the people of Winterville." She specifically referenced the town's \$12,425,450 in unassigned funds, describing these as funds "designated for emergency situations" and arguing that the cold snap and unpredicted natural gas costs "indeed falls under that criteria."

Councilwoman Hawkins indicated her willingness to go through the informational packet but stated that if it does not provide justification for the power cost adjustment, she would "move that we cancel that power cost adjustment and use the \$12,425,450 to cover the \$766,000."

Councilwoman Harrell agreed that the council should "provide some type of relief with responsibility" and that "as a council, we shouldn't shift the burden. We should share it." She requested to hear from the Assistant Town Manager Bowers regarding the facts and circumstances that led to the current situation.

Councilwoman Smith agreed they needed to hear from staff before proceeding further. Assistant Town Manager Bowers then provided a comprehensive presentation explaining the circumstances leading to the natural gas price spike. He detailed two major weather events: Winter Storm Fern, described as "a polar vortex event where temperatures were in the single digits and highs in the twenties," occurring January 23-27, followed by Winter Storm Gianna from January 30 through February 1. These events created "a loss of natural gas production, and it reduced the available supply at a time of high demand causing the price to reach \$135 per MMBtu."

Assistant Town Manager Bowers explained that current natural gas prices have returned to normal levels of \$2.75 to \$3.00 per MMBtu, and that the war in Ukraine has not affected domestic natural gas prices, though it has impacted motor fuel and diesel.

He detailed the town's contract with Carolina Power Partners, which owns a natural gas-fueled energy plant in Kings Mountain, North Carolina. The contract runs from January 1, 2018, through December 31, 2038, positioning Winterville favorably compared to other energy sources like solar, coal, wind, or expensive nuclear power.

Assistant Town Manager Bowers provided examples of how other municipalities handled similar situations. Greenwood, South Carolina deferred rate increases using rate stabilization funds; New River Power and Light in Boone increased their power cost adjustment in March; McCormick, South Carolina implemented a 3-cent per kilowatt hour adjustment rolling into next year's budget with no sunset; and Concord, North Carolina has a 3% rate increase in their power cost adjustment.

He presented rate comparisons showing that at base rates, Winterville has the lowest rates in the area for 1,000-kilowatt hour usage, though the 5-cent power cost adjustment would substantially change this positioning.

Assistant Town Manager Bowers discussed financial management guidance from the Local Government Commission and UNC School of Government, noting that frequent interfund transfers are viewed as "red flags for financial sustainability" and that funds should ideally be self-supporting. He explained that under state funding consequences, transferring money from water and sewer enterprise funds to the general fund can disqualify local governments from receiving certain state loans or grants.

He provided a detailed breakdown of recent electric fund transfers to the general fund: \$650,000 in both 2022-23 and 2023-24, reduced to \$350,000 for the past two years following property revaluation.

Regarding fund balance usage, Assistant Town Manager Bowers explained that the general fund originally budgeted \$1,886,961 in fund balance for the current fiscal year, but through amended appropriations, this has increased to \$3,658,854. This leaves an estimated \$8,766,596 in available general fund balance for next year, though this is subject to change through the remainder of the fiscal year.

The electric fund has \$8,080,660 in fund balance, with \$1,779,810 in retained earnings used to balance the budget, leaving \$6,282,850 available in the electric fund.

Assistant Town Manager Bowers reported that as of February 28, 2026, the electric fund shows a loss of \$916,867, with expenditures of \$6,516,091 and revenues of \$5,599,223.

He outlined future capital projects requiring significant funding, including cemetery expansion, downtown parking improvements, public buildings' roof and HVAC issues, park improvements including ADA compliance, emergency medical services, and fire apparatus for the general fund. For the electric fund, projects include the Old Toll Road widening project requiring \$1.4 million in cash flow (reimbursed by NCDOT), Lori Ellis Road line expansion, a new substation, and infrastructure for new subdivisions.

Assistant Town Manager Bowers explained the factors used to evaluate the PCA implementation: the projected \$766,000 budget shortfall, precedent established in 2022 with a 5-cent rate, temporary adjustment for March through June (typically lower demand months), no additional use of retained earnings required, and the substantial \$932,185 increase in purchase-for-resale costs compared to the previous year.

He detailed the town's PCA history, noting it was used once previously under the current model, beginning October 28, 2022, at 5 cents per kilowatt hour for six billing cycles, then reduced to 2.5 cents, and further reduced to 1.5 cents for twelve billing cycles.

Town Manager Terri Parker asked for clarification about Local Government Commission's view on transfers from general fund balance to enterprise funds, with Assistant Town Manager Bowers confirming it is the same as the reverse - permissible but discouraged, as they prefer each fund to be self-sufficient.

Councilwoman Smith sought clarification on the fund balance figures, confirming that after \$3.6 million in appropriations, the available balance is \$8,766,596. She referenced the recent stormwater assessment inventory presentation showing nearly \$6 million in forthcoming stormwater projects, emphasizing the importance of maintaining financial stability for long-range planning, land acquisition, and future infrastructure needs.

Councilwoman Smith explained her support for the temporary power cost adjustment, stating: "We knew this was an anomaly and it was a very short term inconvenience for all of us as residents, a slight increase in our per kilowatt usage for the next 4 months and that helped to drive my decision to help to support the temporary power cost adjustment."

Mayor Hines asked about the customer base, with Assistant Town Manager Bowers confirming approximately 3,603 residential electric customers. The Mayor also requested clarification about utility service providers in Winterville, with Assistant Town Manager Bowers explaining that GUC and the Town of Winterville provide electricity, Eastern Pines and Bell Arthur provide water to different areas, and GUC is the sole natural gas provider.

Councilwoman Hawkins responded with extensive concerns about the presentation. She questioned the relevance of the named storms, stating "I don't believe we were directly hit to that effect of those storms that were named." She objected to including the multipurpose center in budget discussions, noting the town has only allocated \$25,000 previously and \$50,000 currently on hold, arguing "we've been talking about the multipurpose center for 21 years" without concrete progress.

Councilwoman Hawkins expressed strong concern about the burden on residents, particularly those on fixed incomes: "We have elders. We have single parents. We have every day working people. We have people who do not cannot even make ends meet their income does not compare with hours up here, some of them, and they do not compare with a town manager or assistant town manager."

She criticized the comparison municipalities, noting their much larger populations: "When we talk about Greenville, Greenville has close to 90,000 people. Winterville has 11,000. We talk about Concord, North Carolina. That is 115,000 people. Rocky Mount. That's 54,000 we've not talked about a town that is equitable to Winterville."

Councilwoman Hawkins argued that current conditions make this "the absolute worst time to add to the people. For me, this is insult to injury" given the war, rising gas prices near \$4, and food costs. She referenced North Carolina General Statute 159-26, stating the town needs to operate proper acting systems and "as the fiduciary's duty, we need to limit shifting financial shortfalls to the people and to the public."

She criticized the town's growth approach: "when developers come in, we're welcoming everybody. Come on into Winterville. We are growing. But we are not aligning the infrastructure in a comprehensive way where we look and see. Could we continue to let them come in without them providing any incentives?"

Councilwoman Hawkins proposed alternative cost-cutting measures: "streamlining internal processes so less money is spent on administrative costs evaluate contracts or service agreements for better pricing check to see if we can reduce energy losses and waste in town facilities."

Councilwoman Harrell thanked Assistant Town Manager Bowers for the thorough presentation and suggested it be uploaded to the website. She advocated for "a blended approach so we can have some type of balanced, strategic type of plan going forward" and discussed the need for payment plans, sharing an anecdote about helping a single mother get utilities restored.

Mayor Pro Tem Roberson emphasized state regulations on tax money usage and noted that developers pay fees to cover the extra burden on town resources. She mentioned the Mayor's efforts in securing sewer funding and highlighted community resources available to help residents with utility bills, including church assistance and Carolina Power Partners' \$85 bill credit program.

Mayor Pro Tem Roberson stated: "We're trying to do the best we can to keep our town viable. We want to keep Winterville at a viable community, a place that people want to come to."

Councilwoman Harrell asked about the town's last electric rate increase, with Assistant Town Manager Bowers confirming it was in 2009. He explained the town's strategy has been stable rates with emergency situations addressed through power cost adjustments, though alternative approaches like rate stabilization funds are available.

Councilwoman Hawkins pressed for clarification on recent utility increases, confirming with Assistant Town Manager Bowers that there was a sewer and sanitation increase about two years ago totaling approximately \$13.50, and a planned \$8.50 sewer increase for July 1st. She calculated this as approximately \$22 in collective increases, wanting "to make sure the townspeople understand that it's just that we didn't have an increase in 17 years. There has been increases."

Councilwoman Hawkins clarified her position: "I am not here to go back and forth with any of the council. That is not worth my time. I am here to speak on behalf of what is in the best interest of the people." She provided detailed information about ADA compliance issues and questioned the methodology of McGill and Associates' community survey, which was conducted during the Watermelon Festival rather than directly with Winterville residents.

She expressed strong objection to the approach: "we're going to lead you to the hole and let them fall in the hole and then saying, okay, we're going to help you out we're willfully and knowingly, we're going to put place a hardship on them based on what we want."

Councilwoman Hawkins detailed specific cost-cutting recommendations: "cut costs on overtime, travel, training budgets, supplies and equipment that are not critical, consulting and nonessential contracts festivals, parades sponsorships and having different people come in unless it's critical need, noncritical maintenance upgrades, getting new vehicles, equipment, and things that are not necessary."

She concluded: "I can sleep better at night fighting for what's right instead of fighting for what I don't want to be right. I want to do what's right."

Mayor Hines acknowledged Councilwoman Hawkins' concerns but pointed out that GUC customers also experienced rate impacts from the cold snap, stating his own bill reached \$400. He emphasized the responsibility of elected officials: "we're elected to be good stewards of the town's money" and noted the importance of avoiding the problems experienced by neighboring towns with overspending.

The Mayor reflected on the challenges of decision-making: "we are here to make decisions that's not going to be favorable to everyone. But we got to make the best decision for the town, whether it's do away with the cost or add a cost."

Councilwoman Smith added that town staff works with individuals experiencing difficulty paying bills through payment plans and connections to assistance funds or local organizations.

Councilman Moyer explained his experience learning about the increase at the review meeting, where he asked about customer costs and alternatives. He initially proposed a 50-50 cost sharing arrangement, with the town paying \$25 and citizens paying \$25 of the \$50 increase.

Councilman Moyer acknowledged the abnormal weather conditions and stated his rationale for supporting the increase: "this right here was abnormal weather. So that is the reason why, to make a long story short, that I voted in favor of the increase for a short period, only until July first."

Councilman Moyer expressed concern about the possibility of rate increases during budget discussions, given that rates haven't increased since 2009, and worried about repeatedly using savings: "If you keep right on going and getting money out of that saving constantly. What you going to have left when you really, really need it?"

Councilman Moyer also raised equity concerns about using general fund money to help only town electric customers while GUC customers receive no assistance: "is it right for us not to help the ones that's on the green utility. It's something to think about."

Assistant Town Manager Bowers confirmed that for each cent the PCA was reduced, approximately \$140,000-\$150,000 would be needed from fund balance, though this number would change since one billing cycle had already occurred.

Mayor Pro Tem Roberson reiterated that none of the Council wanted to raise rates but felt there was no alternative at the time.

Assistant Town Manager Bowers confirmed when asked by Councilman Moye that they were not planning to recommend an electric rate increase during the upcoming budget process, as rate studies are still in progress.

Councilwoman Hawkins objected to being interrupted, noting there was no policy on time limits for council member speaking. She continued advocating for using the \$8,766,596 in available unassigned funds rather than charging residents.

Motion made by Councilman Moye and seconded by Councilwoman Harrell to reduce the power cost adjustment to 2.5 cents for the months of April, May, and June, with the difference to be made up from electric fund balance rather than general fund balance.

After clarification about the funding source and billing cycles, Councilman Moye restated his motion to ensure clarity about using electric fund balance rather than general fund balance.

Councilwoman Hawkins stated that while she wanted the adjustment reduced to zero, the 2.5-cent compromise "is an additional option. It will still bring a burden, but it will not be like a full-blown burden. This council is not readily prepared to vote for this as a doable negotiation."

Motion carried unanimously, 5-0.

ADJOURN:

Motion made by Councilwoman Hawkins and seconded by Councilwoman Harrell to adjourn the meeting. Motion carried unanimously, 5-0. Meeting adjourned at 8:03 pm.

Adopted this the 13th day of April 2026.

Richard E. Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Jessica Manning, Finance Director

Item to be Considered

Subject: Release and Refund of Taxes.

Action Requested: Approve the release and refund of the taxes.

Attachment: Listing of owner's due releases and refunds.

Prepared By: Jessica Manning, Finance Director

Date: 3/27/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

In general, tax refunds do not have a budgetary impact on the Town due to the fact that payments have been received twice for the same property. The total refunds are in the amount of \$54,509.51 and the total amount of releases are \$2,856.09.

The Town Council has approved a resolution authorizing the Finance Officer to be able to approve the request for releases and refunds in amounts less than \$100.00 dollars.

Please see the attached information as submitted by the Tax Collector.

Budgetary Impact: None, as we will not amend the budget due to the small amount of releases.

Recommendation: Staff recommends Council approve the releases and refunds of taxes.

March 27, 2026

Real Property Tax Refunds

Name	Year	Parcel	Date	Amount	Reason
INSOCOE JR, MELVIN R	2025	67667	09/04/2025	\$128.02	Over Pymt
HENRIES, ANGELA J	2025	56819	09/23/2025	\$540.49	Over Pymt
JOYNER, LYNDSEY	2025	64608	09/23/2025	\$1,335.02	Duplicate Pymt
BELL, SANDRA	2025	70027	11/13/2025	\$1,068.00	Over Pymt
KNIGHT, REGINALD & MARTHA J	2025	68279	11/20/2025	\$202.50	Vet. Exemption
PARKER, CHARLIE & SANDRA	2025	87088	11/24/2025	\$250.00	Vet. Exemption
MCDONALD, LINDA C	2025	30558	11/24/2025	\$532.41	Over Pymt
WILKERSON, BRANDON	2025	33545	11/24/2025	\$611.34	Over Pymt
HOPKINS, SHERLYN J	2025	56038	11/24/2025	\$798.70	Over Pymt
ALIPOUR, KENT & MARIA	2025	67310	11/24/2025	\$2,532.87	Over Pymt
DANIELS, TERRENCE	2025	91985	11/24/2025	\$112.50	Duplicate Pymt
ADEKANBI, ROTIMI	2025	89033	11/24/2025	\$1,573.08	Duplicate Pymt
GIZZARD, LAWRENCE	2025	56041	11/24/2025	\$991.20	Duplicate Pymt
BOYNTON, MARK	2025	60673	11/24/2025	\$1,136.03	Duplicate Pymt
BENZ, PHILLIP	2025	84036	11/24/2025	\$1,822.09	Duplicate Pymt
HILL, ANNA	2025	57075	11/24/2025	\$1,135.74	Duplicate Pymt
FAUCETTE, MYRA	2025	59834	11/24/2025	\$1,832.86	Duplicate Pymt
JOHNSON, SARAH GRACE	2025	63863	11/24/2025	\$1,053.32	Duplicate Pymt
TOLER, LANDON DRAKE	2025	64659	11/24/2025	\$1,446.12	Duplicate Pymt
RATCLIFF, JANIE	2025	65979	11/24/2025	\$735.13	Duplicate Pymt
REESE, DELORIS	2025	66786	11/24/2025	\$795.50	Duplicate Pymt
DOCKERY, NANCY	2025	68638	11/24/2025	\$1,363.01	Duplicate Pymt
OLIVERIO, DAVID	2025	80125	11/24/2025	\$1,216.89	Duplicate Pymt
BOCKOVER, MATHEW	2025	84023	11/24/2025	\$1,273.95	Duplicate Pymt
STOCKSTILL, ELIZABETH	2025	87060	11/24/2025	\$1,039.13	Duplicate Pymt
NGUYEN, JONATHAN	2025	89035	11/24/2025	\$1,644.66	Duplicate Pymt
FORBES, DIANNE M	2025	69637	11/24/2025	\$1,413.82	Duplicate Pymt
JUMONVILLE, SUSAN	2025	56053	11/24/2025	\$984.06	Duplicate Pymt
KNIGHT, ESTATE OF LFRED C	2025	52397	11/24/2025	\$924.63	Duplicate Pymt
MOYER, ALLISON	2025	68291	11/24/2025	\$1,312.96	Duplicate Pymt
DAVIS, NANCY	2025	68555	11/24/2025	\$100.00	Duplicate Pymt
MILLS, SAMMY	2025	79211	11/24/2025	\$1,462.71	Duplicate Pymt
BAILEY, EDWINA	2025	90004	11/24/2025	\$225.00	Duplicate Pymt
WATSON, MARSHA	2025	90001	11/24/2025	\$200.00	Duplicate Pymt
PEPINO, CHRISTOPHER	2025	73157	11/24/2025	\$1,248.20	Duplicate Pymt
BARKLEY, LISA	2025	86169	11/24/2025	\$1,887.88	Duplicate Pymt
MESSIMORE II, JAMES	2025	53804	11/24/2025	\$2,450.75	Duplicate Pymt
HERNANDEZ, SEBASTIAN	2025	87537	11/24/2025	\$1,860.66	Duplicate Pymt
THEADOSEAU, NICHOLAS	2025	74917	11/24/2025	\$1,650.04	Duplicate Pymt
ALTHOFF, GARY & LINDA	2025	86173	12/03/2025	\$1,781.11	Duplicate Pymt
MASWARAH, MALEK	2025	66086	01/05/2026	\$758.13	Duplicate Pymt
BECK, LYNNE	2025	82881	01/16/2026	\$1,373.01	Duplicate Pymt

SCULLY, JAMES J	2025	74314	01/23/2026	\$1,570.19	Duplicate Pymt
WATTS, LORENZO	2025	66103	01/23/2026	\$1,648.30	Duplicate Pymt
POWERS, TIMOTHY	2025	62416	01/23/2026	\$1,431.47	Duplicate Pymt
DOLAN, BONNIE	2025	63831	01/23/2026	\$1,038.29	Duplicate Pymt
RIGGS, LINDSEY E	2025	87508	01/23/2026	\$1,541.00	Duplicate Pymt
HARRIS, JAMES	2025	67999	02/09/2026	\$374.45	Exemption
Total				\$54,407.22	

Personal Property Refunds

Name	Year	Account	Date	Refund	Reason
COASTAL CONSTRUCTION CO LLC	2025		11/25/2025	102.29	Duplicate Pymt
Total				\$102.29	

Real Property Releases

Name	Year	Parcel	Date	Released	Reason
GREENE, RUBY S	2025	28576	11/18/2025	\$384.20	Elderly Exemption
KNIGHT, MARTHA J	2025	68279	11/18/2025	\$202.50	VET. Exemption
WILSON, MELVIN	2025	59852	11/18/2025	\$202.50	VET. Exemption
BARNES, CURTIS	2025	36322	12/30/2025	\$102.76	Elderly Exemption
HARRIS, CHARLOTTE M/ JAMES	2025	67999	02/09/2026	\$374.45	Elderly Exemption
Total				\$1,266.41	

Personal Property Releases

Name	Year	Account	Date	Released	Reason
CRANE, BRENT KEVIN	2025	0001092627	08/11/2025	252.98	Outside Town Limits
LANE2LANE LLC		0001083062	08/19/2025	179.86	Property Sold
MSI OF EASTERN CAROLINA INC		0000658081	08/19/2025	147.74	Business Closed
GUERRIERO, MARIO		0001092435	08/26/2025	161.22	Outside Town Limits
CONTERRA ULTRA BROADBAND		0001077858	09/15/2025	176.56	Per. Value Change
CAMPBELL, JERRY RAY		0001092515	09/22/2025	211.81	Outside Town Limits
CONGER, MICHAEL HAL SR		0001065840	01/15/2026	459.51	Outside Town Limits
Total				\$1,589.68	

Total Refunds 49 \$54,509.51

Total Releases 12 \$2,856.09

The Release (G.S. 105-381 or 382), Corrections (G.S. 105-325), or Refunds (G.S. 105-381 or 382) of tax bills outlined above are approved by The Town of Winterville Council.

Richard E. Hines, Mayor

April 13, 2026

Date Approved



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Integrity Church of Greenville, NC Annexation Petition.

Action Requested: Schedule Public Hearing for May 11th Town Council Meeting.

Attachment: Annexation Petition, Resolution of Elders, Metes and Bounds/Legal Description, Annexation Map, & Certificate of Sufficiency.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 3/23/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

Applicant: The Elders of Integrity Church of Greenville NC.

Location: 569 Irish Lane and 4136 Old Tar Road.

Parcel Numbers: 24022 and 39755

Site Data: 5.85 acres.

Zoning: A-R.

*** The applicant has requested to delay the annexation's public hearing from April 13th to May 11th.

Staff Analysis:

Applicant is requesting annexation of Integrity Church.

Anticipated Annexation Schedule:

2/9/26: Direct Town Clerk To Investigate Sufficiency.

3/9/26: Schedule Public Hearing.

4/13/26: Hold Public Hearing. (Applicant requested to delay this public hearing).

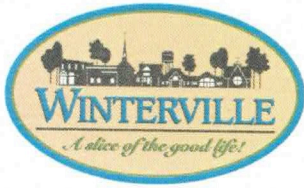
5/11/26: Hold Public Hearing.

If approved, anticipated Effective Date will be May 31, 2026.

Staff recommends approval of the annexation petition.

Budgetary Impact: NA.

Recommendation: Staff recommends Council Approve the Scheduling of the Public Hearing for May 11th.



**PETITION REQUESTING ANNEXATION
TOWN OF WINTERVILLE**

2571 Railroad Steet
P O Box 1459
Winterville, NC 28590
Phone: (252) 756-2221

Staff Use Only
Appl. # _____

TO THE MAYOR AND TOWN COUNCIL OF THE TOWN OF WINTERVILLE:

1. We, the undersigned owners of real property, respectfully request 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 Matthew Morgan Address 569 Irish Lane, Winterville, NC 28590

Signature *Matthew Morgan*

Name _____ Address _____

Signature _____

Name _____ Address _____

Signature _____

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property
- Digital copy of all petition items

RESOLUTION OF ELDERS
OF INTEGRITY CHURCH OF GREENVILLE, NC

The undersigned, being the Elders of Integrity Church of Greenville, NC, a North Carolina Nonprofit Corporation (the "Church"), hereby approve, adopt and consent to the following resolutions in an action in writing without a meeting:

RESOLVED that the form, terms, and provisions of the Land Acquisition Agreement attached hereto and made a part hereof (the "Contract"), together with the transactions contemplated thereby, are hereby approved, and resolved further that the Church is authorized to make the representations and warranties, enter into the covenants, and perform each of its obligations under the Contract and each other agreement, certificate, instrument or document to be executed by the Church in connection therewith;

FURTHER RESOLVED, that Matthew Morgan as the Lead Pastor of the Church is hereby authorized to execute such notes, mortgages, financing statements, certificates, instruments and such other documents as Lender may require and take such further action on behalf of the Church as he deems necessary or desirable to effectuate the transactions referred to above.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands as of the 22nd day of June, 2025.

INTEGRITY CHURCH OF GREENVILLE, NC

By: Hal Holloman
Hal Holloman, Elder

By: Lucas Stuckey
Lucas Stuckey, Elder

By: Matt Morgan
Matt Morgan, Elder

Legal Description for Annexation
Parcel Numbers 39755 & 24022

Lying and being in Winterville Township, Pitt County, North Carolina and lying north of Irish Lane, west of NCSR 1700 Old Tar Road, and being bounded on the west by Knoll Acres Lot 7 and northwest by Cornerstone Section 2 Phase 3 Lot 32 (Map Book 93, Page 9), on the north by Thomas Lee Lassiter Parcel Number 13407 (Deed Book 2842, Page 622), on the east by NCSR 1700 Old Tar Road, and on the south by Irish Lane and being more particularly described as follows:

Beginning at a point on the northern right-of-way of Irish Lane and the western right-of-way of NCSR 1700 Old Tar Road, said point being the southernmost corner of Lot 8, Knoll acres subdivision as recorded in Map Book 31, Page 85, the True Point of Beginning. Thence from the True Point of Beginning, leaving the western right-of-way of NCSR 1700 Old Tar Road and following the northern right-of-way line of Irish Lane N 72° 05' 03" W – 412.21' to a point on the eastern line of Lot 7 Knoll Acres, thence along the eastern line of Lot 7 Knoll Acres N 21° 58' 43" E – 564.58' to a point, thence N 05° 41' 48" E – 196.01' to a point at the most southwestern corner of the lands of Thomas Lee Lassiter Parcel Number 13407 (Deed Book 2842, Page 622), thence along of the southern line of Thomas Lee Lassiter N 89° 22' 13" E – 212.45' to a point on the western right-of-way of NCSR 1700 Old Tar Road, thence along of the western right-of-way of NCSR 1700 Old Tar Road the following calls: Thence S 03° 37' 47" E – 7.04', thence S 89° 17' 27" W – 13.45', thence S 03° 09' 13" E – 125.08', thence N 62° 22' 48" E – 15.84', thence S 03° 43' 12" E – 38.70', thence S 03° 43' 12" E – 127.61', thence S 02° 35' 42" E – 100.05', thence S 00° 20' 58" W – 99.99', thence S 05° 22' 15" W – 100.00', thence S 10° 30' 28" W – 100.02', thence S 15° 08' 06" W – 100.04', thence S 17° 37' 03" W – 65.69' feet to the True Point of Beginning, containing 5.85 Acres and being all of Parcel Numbers 24022 & 39755 as filed with the Pitt County Tax Assessor's Office.

FOR REVIEW ONLY

Professional Land Surveyor

L- _____

Date _____

CERTIFICATE OF SUFFICIENCY

**INTEGRITY CHURCH OF GREENVILLE ANNEXATION
PARCEL NUMBERS: 24022 AND 39755**

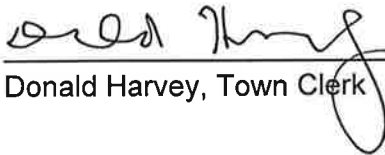
To the Town Council of the Town of Winterville, North Carolina:

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

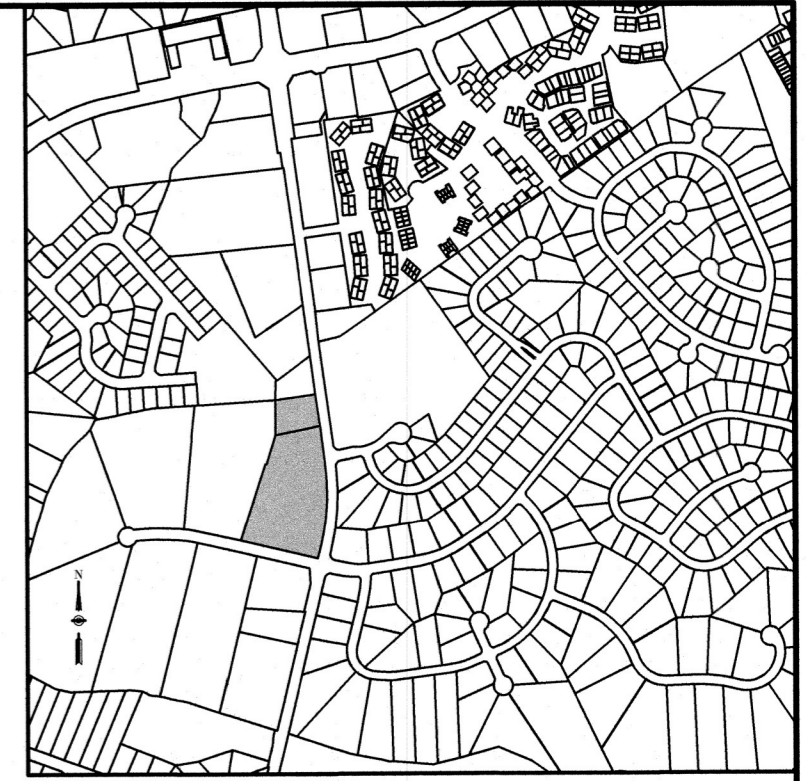
In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Winterville this the 10th day of February 2026.

ATTEST:

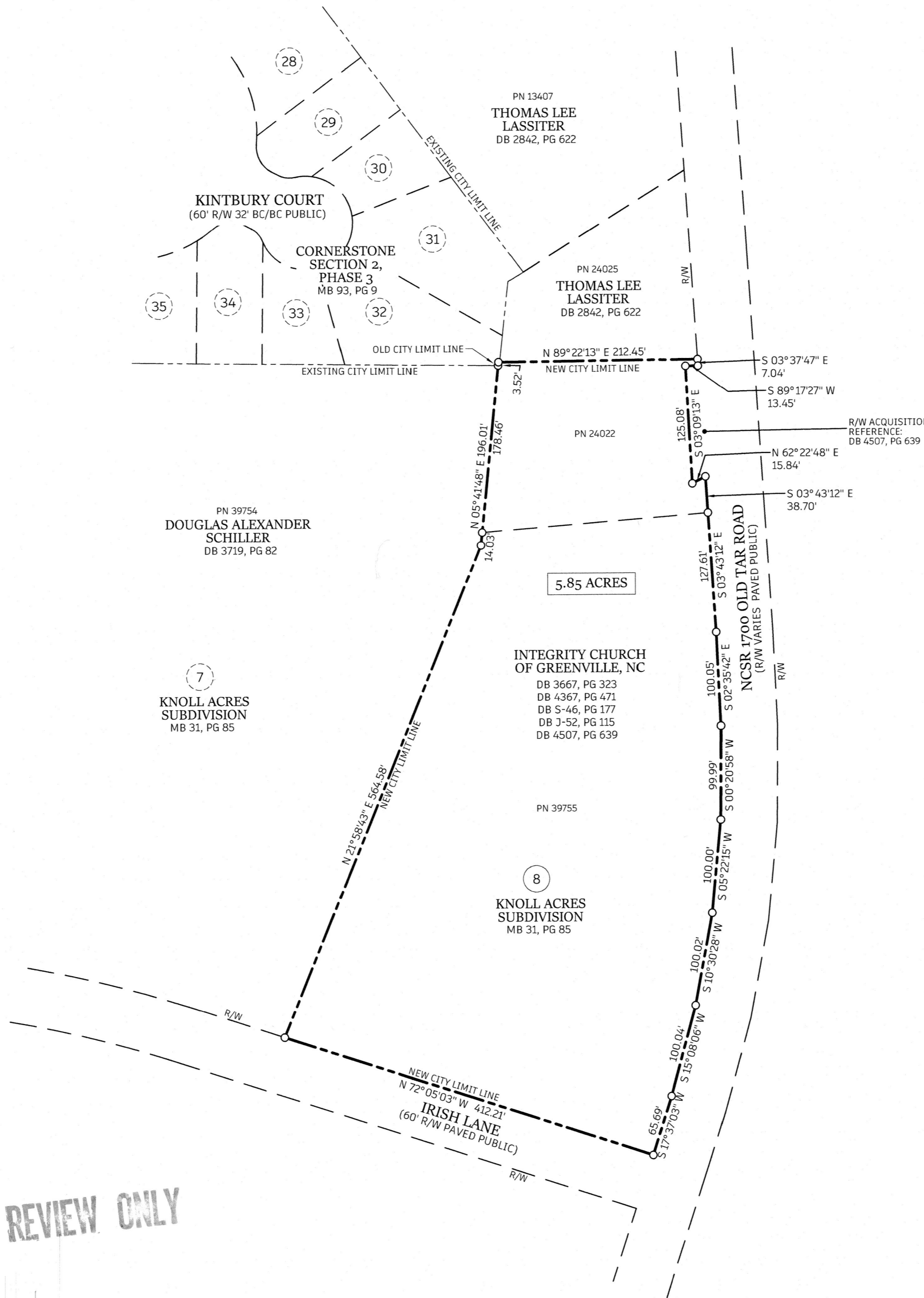




Donald Harvey, Town Clerk



VICINITY MAP
SCALE: 1" = 1000'



THIS MAP IS EXEMPT FROM GS 47-30 REQUIREMENTS PER GS 47-30 (j) WHICH STATES:
"THE PROVISIONS OF THIS SECTION SHALL NOT APPLY TO BOUNDARY PLATS OF STATE LINES, COUNTY LINES, AREAS ANNEXED BY MUNICIPALITIES, NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED".

CERTIFICATIONS

I, _____ CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY OR FROM REFERENCES HEREON; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES AND ARE PLOTTED FROM INFORMATION FOUND IN DEEDS AND MAPS REFERENCED HEREON.

WITNESS MY HAND AND SEAL THIS THE _____ DAY OF _____ 20____

PROFESSIONAL LAND SURVEYOR L- _____

FOR REVIEW ONLY

LEGEND

- NEW CITY LIMIT LINE
- OLD CITY LIMIT LINE
- EXISTING CITY LIMIT LINE

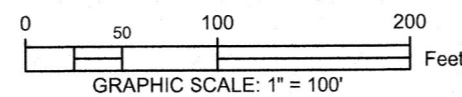
PN 39755 AND PN 24022

SHEET 1 OF 1

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

NOTARY PUBLIC
MY COMMISSION EXPIRES _____

PROJECT NO. P1838-001
DRAWING NO. P1838-001 ANNEX.DWG



MAP SHOWING AREA TO BE ANNEXED BY		INTEGRITY CHURCH OF GREENVILLE, NC		
_____ 5.85 ACRES AREA		WINTERVILLE TOWNSHIP PITT COUNTY NORTH CAROLINA		
ORDINANCE NO. _____		OWNER: INTEGRITY CHURCH OF GREENVILLE, NC 569 IRISH LANE WINTERVILLE, NC 28590 (252) 756-4508		
ACCEPTED BY THE TOWN OF WINTERVILLE, NC		STROUD ENGINEERING, P.A. 107-B COMMERCE STREET GREENVILLE, NC 27858 (252) 756-9352 LICENSE NO. C-0647	SURVEYED: NA	APPROVED: DTB
MAYOR _____ DATE _____			DRAWN: DTB	DATE: 12/05/2025
			CHECKED: DTB	SCALE: 1" = 100'



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Ange Plaza Lot 19 Annexation Petition.

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

Attachment: Annexation Petition, Metes and Bounds/Legal Description, and Annexation Map.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 3/23/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

Applicant: Malpass and Associates on behalf of owner Collice C. Moore Jr.

Location: Beacon Drive.

Parcel Number: 59635.

Site Data: 3.3171 acres.

Zoning: General Business (GB).

Staff Analysis:

Applicant is requesting annexation of Ange Plaza Lot 19. Staff anticipates a commercial development on this site in the future. No construction drawings or site plans have been submitted for the site, at the moment.

Anticipated Annexation Schedule:

4/13/26: Direct Town Clerk To Investigate Sufficiency.

5/11/26: Schedule Public Hearing.

6/8/26: Hold Public Hearing.

If approved, anticipated Effective Date will be June 30, 2026.

Staff recommends approval of the annexation petition.

Budgetary Impact: NA.

Recommendation: Staff recommends Council Direct Town Clerk to Investigate the Sufficiency of the Annexation.

ANGE PLAZA LOT 19

PETITION REQUESTING ANNEXATION

Date: 2/26/2026

To the Board of Aldermen of the Town of Winterville:

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

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

Description

See attached description

Name Collice C. Moore Jr.

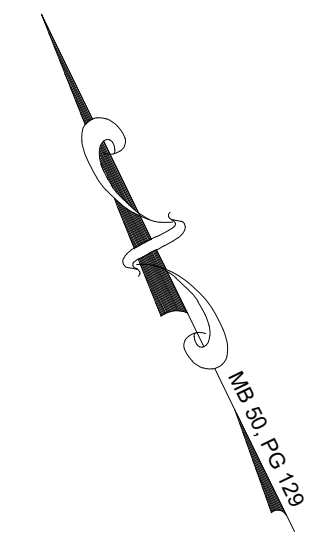
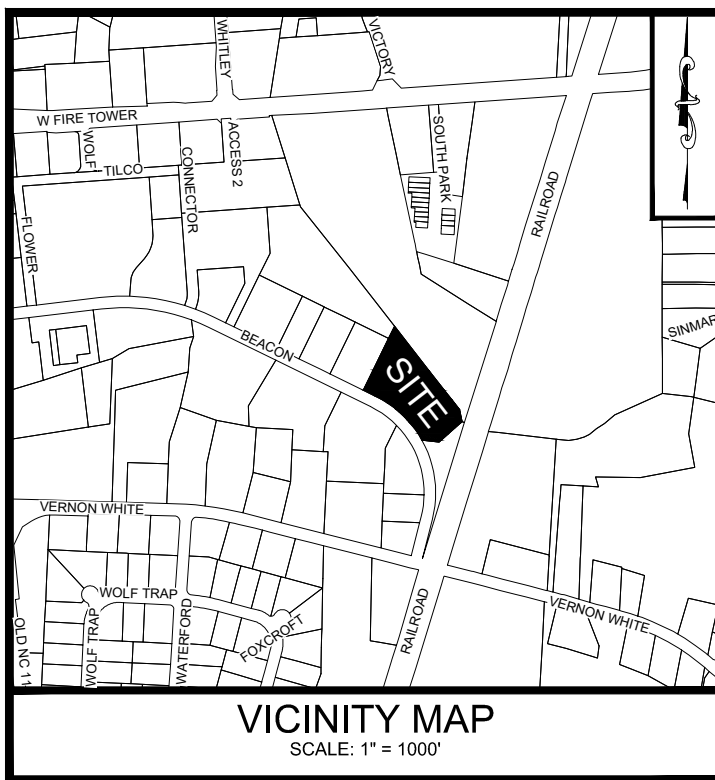
Address 4300 Sapphire Court, Suite 116 Greenville, NC 27834

Signature Collice Moore, Jr.

Legal Description For
Ange Plaza Lot 19 Annexation

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

Beginning at a point in the northern right of way of Beacon Drive, said point being the southeast corner of Lot 20 Ange Plaza as recorded in map book 85, page 141 of the Pitt County Registry, thence with the eastern line of Lot 20 Ange Plaza **N 31-04-43 E – 370.70'** to the southern line of the Boys & Girls Club of the Coastal Plain, Inc. property as recorded in deed book 198, page 35, thence with the southern line of the Boys & Girls Club of the Coastal Plain, Inc. property **S 32-43-47 E – 286.97'**, **thence S 33-23-22 E – 261.91'**, thence **S 07-23-22 E – 64.65'** to the western line of Lot 30 Ange Plaza as recorded in map book 66, page 123, thence with the western line of Lot 30 Ange Plaza **S 53-21-37 W – 161.81'**, thence **N 77-54-51 W – 89.63'** to the northern right of way of Beacon Drive, thence with the northern right of way of Beacon Drive **336.97'** **along the arc of a curve said curve being to the left having a radius of 560.00' and a chord bearing N 41-40-59 W – 331.91'**, thence **N 58-55-17 W – 70.96'** to the point of beginning containing **3.3171 acres**.



BOYS & GIRLS CLUB OF THE COASTAL PLAIN INC.
DB 198, PG 35

(27)
ANGE PLAZA PROPERTY OWNERS ASSOCIATION, INC.
DB 1848, PG 175
MB 62, PG 162

(20)
DUNN FAMILY HOLDINGS LLC
DB 4568, PG 608
MB 85, PG 141

(19)
3.3171 AC

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

(15)
AGREE STORES, LLC
DB 4245, PG 95
MB 87, PG 107

(17)
TRUIST BANK
DB 4382, PG 371
MB 66, PG 123

(28)
SAHL INVESTMENTS, LLC
DB 2205, PG 622
MB 82, PG 197

(30)
TOWN OF WINTERVILLE
DB 2284, PG 181
MB 66, PG 123

SEABOARD COASTLINE RAILROAD
(130' PRIVATE R/W)

PROGRESS DRAWINGS

PARCEL NUMBER: 59635

ANNEXATION MAP FOR ANGE PLAZA LOT 19

REFERENCE: DEED BOOK 3923, PAGE 595
OF THE PITT COUNTY REGISTRY

WINTERVILLE WINTERVILLE TOWNSHIP PITT COUNTY NORTH CAROLINA

OWNERS: COLLICE AND ANN MOORE, LLC & LINDA E. KEEL
ADDRESS: 4300 SAPPHIRE COURT, SUITE 116 GREENVILLE, NC 27834
PHONE: (252) 231-2588

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

SURVEYED: CEP APPROVED: CEP
DRAWN: MAH DATE: 3/9/2026
CHECKED: CEP SCALE: SCALE: 1" = 60'

LEGEND

NEW CITY LIMITS =
OLD CITY LIMITS =
EXISTING CITY LIMITS =



MAP NO.	PLATS RECORDED	BOOK	PAGE

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

DATE: _____; ORDINANCE NUMBER: _____; AREA: 3.3171 ACRES
WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

I, CARLTON E. PARKER CERTIFY THAT THIS MAP WAS DRAWN BY ME OR UNDER MY SUPERVISION FROM AN ACTUAL SURVEY BY ME OR UNDER MY SUPERVISION THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOK 3923, PAGE 595. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL.

THIS _____ DAY OF _____ A.D., 2026.
CARLTON E. PARKER L-2980



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Town Owned Property For Annexation into Town - Church Street Ext.; Parcel Number 92244.

Action Requested: Vote to Execute the Petition for Annexation and Direct Town Clerk to Investigate Sufficiency of Annexation.

Attachment: Annexation Petition; Map; Metes and Bounds.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 3/23/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

Applicant: Town of Winterville.

Location: Church Street Ext. South of the existing Winterville Operations Center.

Parcel Number: 92244

Site Data: 10.96 acres, Zoned Agricultural-Residential (AR).

Staff Analysis: Parcel 92244 is a 10.96-acre parcel owned by the Town of Winterville.

Anticipated Annexation Schedule:

* April 13, 2026- Vote to Execute Annexation Petition and Direct Town Clerk to Investigate Sufficiency of Annexation.

* May 11, 2026- Schedule Public Hearing of Annexation.

* June 8, 2026- Hold Public Hearing.

Anticipated Effective Date: June 30, 2026.

Budgetary Impact: NA.

Recommendation: Staff recommends Council approve the execution of the annexation petition and to direct the Town Clerk to Investigate Sufficiency of the Annexation.

PETITION REQUESTING ANNEXATION

Date: April 13, 2026

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.
 - All owners of the property must sign.
2. The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

Parcel Number 92244 Annexation: Map and Legal Description is Included on Attachment.

Richard E. Hines, Mayor
2571 Railroad Street, Winterville, NC 28590

Signature: _____

Annexation Legal Description – 03/04/2026
Parcel Number 92244
Town of Winterville, Winterville Township, Pitt County, NC

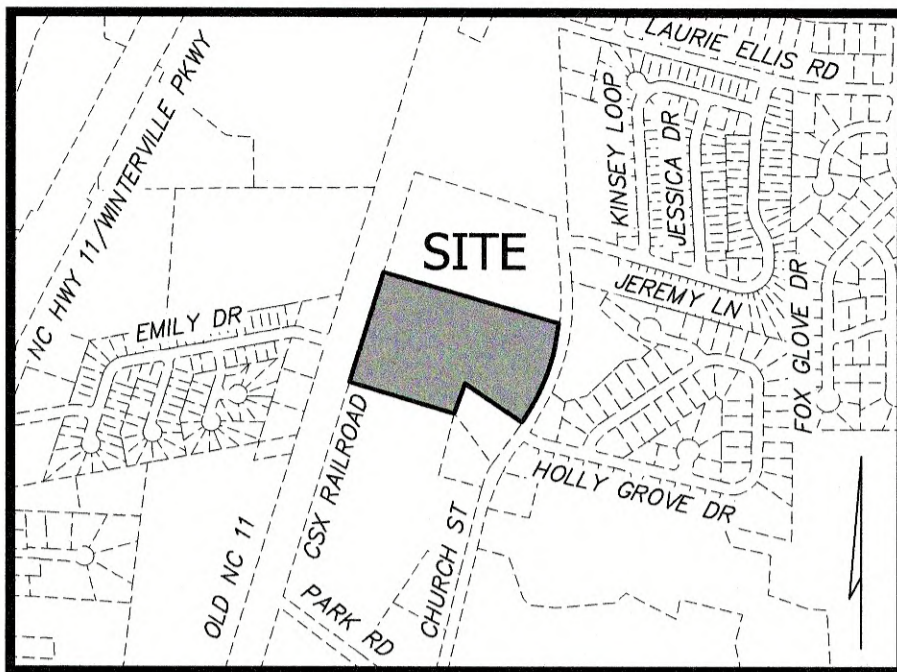
Being all of that certain tract or parcel, lying and being situated in the Town of Winterville, Winterville Township, Pitt County, North Carolina, on the west side of Church Street Ext. (SR1714), bounded on the east by Church Street Ext., on the south Happy Trail Farms, LLC, ATIYHA Properties, LLC., Patricia Merizio, and WLH Development, LLC, on the west by CSX Railroad, on the north by Town of Winterville, and being described by metes and bounds as follows:

Beginning at a point located on the western right of way of Church Street Ext. (SR1714), said point being, the northeastern corner of the now or formerly Happy Trail Farms, LLC property recorded in Deed Book 3192 Page 406, and Map Book 93 Page 40, Pitt County Registry, thence from the **POINT OF BEGINNING** with the northern line of the Happy Trail Farms, LLC property N 55°38'53" W 320.41 feet to a point, the northwestern corner of said Happy Trail Farms, LLC property; thence with the western line of said Happy Trail Farms, LLC property S 31°11'09" W 145.22 feet to a point in the northern line of the ATIYHA Properties, LLC property recorded in Deed Book 4328 Page 749; thence with northern line of the ATIYHA Properties, LLC property N 55°38'53" W 40.19 feet to a point, the northwestern corner of the aforementioned ATIYHA Properties, LLC property; thence with the western line of the aforementioned ATIYHA Properties, LLC property S 20°02'59" W 167.56 feet, said point being the common corner of the aforementioned ATIYHA Properties, LLC. Property, the Patricia Merizio property recorded in Deed Book 3765 Page 368, Pitt County Registry, and the WLH Development, LLC property recorded in Deed Book 2515 Page 168, Pitt County Registry; thence running with the northern line of the aforementioned WLH Development, LLC property N 73°58'49" W 565.50 feet to a point located on the eastern right of way of CSX Railroad, said point marking the northwestern corner of the WLH Development, LLC property; thence running with said eastern right of CSX Railroad N 17°07'00" E 587.44 feet to a point, said point being the southwestern corner of the Town of Winterville property recorded Deed Book 2044 Page 368, Deed Book 2461 Page 135, Map Book 75 Page 37, Map Book 70 Page 7, and Map Book 64 Page 178, Pitt County Registry; thence cornering and leaving the eastern right of way of CSX Railroad with the southern property line of said Town of Winterville property S 74°12'51" E 954.14 feet to a point, located on the western right of way of Church Street Ext. (SR1714), said point being the southeastern corner of the Town of Winterville property; thence running with said western right of way of Church Street Ext. (SR1714) with a curve turning to the right having an arc length of 399.56 feet, a radius of 1109.92 feet, a chord bearing and length of S 17°08'46" W 397.41 feet to the **POINT OF BEGINNING**, containing an area of 10.96 acres more or less and being all of the property owned by the Town of Winterville, property recorded in Deed Book 4600 Page 415 and is

Pitt County Parcel Number 92244, being shown on an Annexation Map prepared for the Town of Winterville by Rivers & Associates, Inc., drawing number Z-2763, dated March 4, 2026.

PRELIMINARY

Patrick W. Hartman, PLS, L-4262
Rivers and Associates, Inc., F-0334



Vicinity Map SCALE: 1" = 1000'

NC GRID (NAD 83/NSRS 2011)

NOTES:

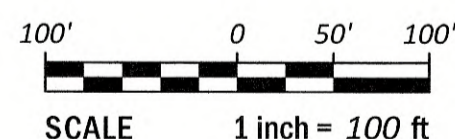
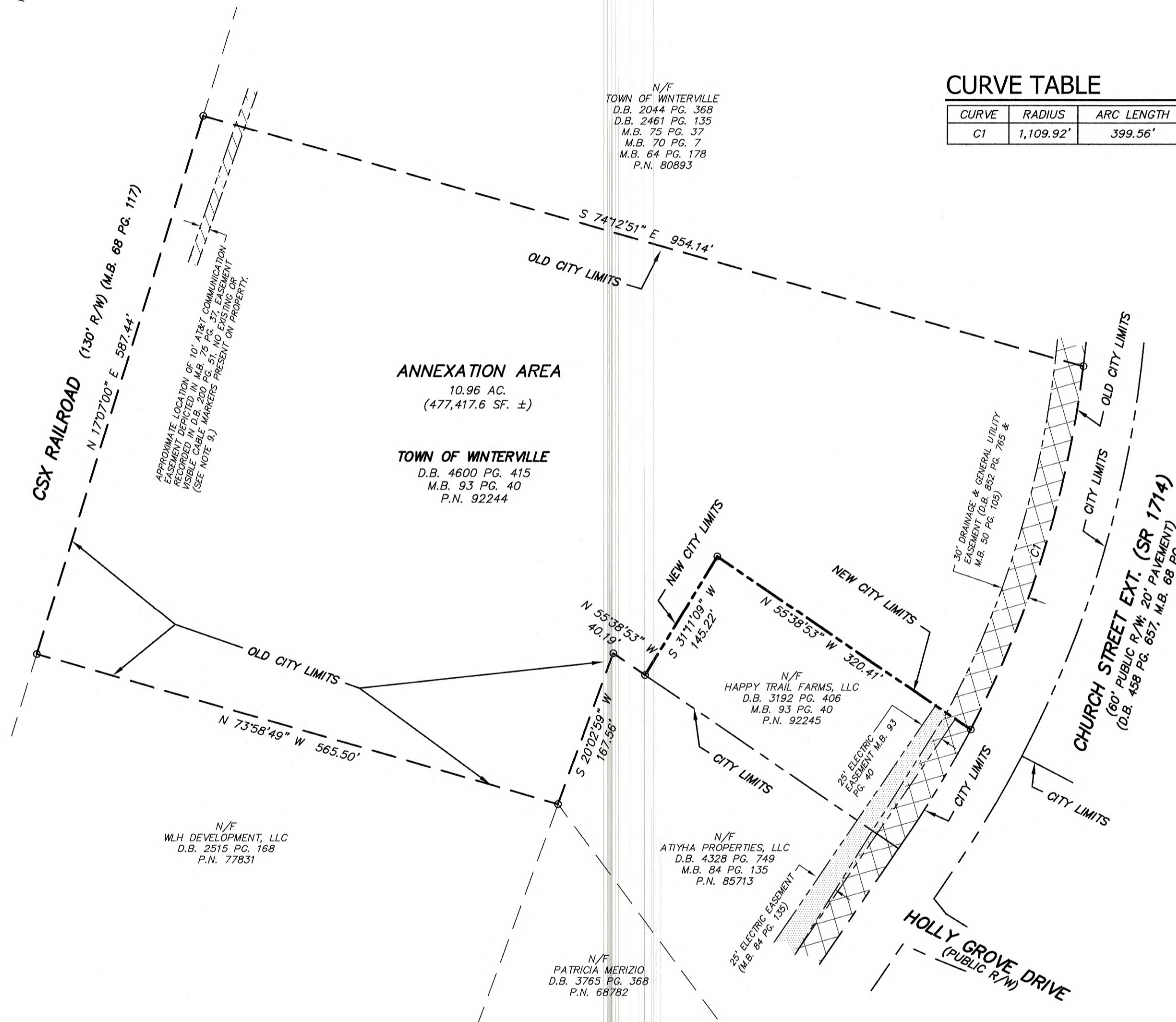
1. AREA DETERMINED BY COORDINATES.
2. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS.
3. NO POINT SET AT ANY CORNER.
4. THIS MAP WAS PREPARED FOR ANNEXATION PURPOSES ONLY.
5. CITY LIMITS WAS TAKEN FROM PITT COUNTY GEOGRAPHIC INFORMATION SYSTEM, AND REFERENCED MAPS AS NOTED.

CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	1,109.92'	399.56'	S 17°08'46" W	397.41'

LEGEND

NEW CITY LIMIT	---
OLD CITY LIMIT	---
CITY LIMIT	---
RIGHT OF WAY	---
GIS PARCEL LINES	---
PARCEL NUMBER	P.N.
NOW OR FORMERLY	N/F
MAP BOOK	M.B.
PAGE	PG.
DEED BOOK	D.B.
RIGHT OF WAY	R/W



REFERENCES:

- P.N. 92244
- D.B. 4600 PG. 415
- M.B. 93 PG. 40
- D.B. 3192 PG. 406
- D.B. 200 PG. 51 (AT&T EASEMENT)
- D.B. 458 PG. 657 (NCDOT R/W)
- D.B. 852 PG. 765 (TOW EASEMENT)
- M.B. 68 PG. 117
- M.B. 70 PG. 7
- M.B. 84 PG. 135
- M.B. 50 PG. 105
- M.B. 64 PG. 178

REVISIONS:

ANNEXATION MAP FOR
TOWN OF WINTERVILLE
 PARCEL NUMBER 92244
 WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER TOWN OF WINTERVILLE
 ADDRESS P.O. BOX 1459 WINTERVILLE, NC 28590
 PHONE 252-756-2221

NC License: F-0334
Rivers & ASSOCIATES, INC.
 107 East Second Street Greenville, NC 27835 (252) 752-4135
 SURVEYED RB/JP APPROVED PH/KB DATE 3/4/26
 DRAWN PH/KB
 CHECKED PWH SCALE 1" = 100'

RECORDED IN MAP BOOK _____ PAGE _____

MAP NO.	PLATS RECORDED	BOOK	PAGE
	HOLLY GROVE SUBDIVISION	84	152
	HAPPY TRAIL FARMS, LLC AND MAHMOUD ATIYHA	85	6

ACCEPTED FOR THE TOWN OF WINTERVILLE
 MAYOR: _____ DATE: _____
 MAP SHOWING AREA ANNEXED BY
THE TOWN OF WINTERVILLE, NC
 EFFECTIVE DATE _____ ORDINANCE NO. _____
 WINTERVILLE TOWNSHIP, PITT COUNTY, N.C.

PRELIMINARY
 NOT FOR RECORDATION, SALES, OR CONVEYANCES

CERTIFICATION
 NORTH CAROLINA PITT COUNTY
 I, PATRICK W. HARTMAN, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM DEED DESCRIPTIONS RECORDED IN DEED BOOK 4600 PAGE 415 AND MAP BOOK 93 PAGE 40; THAT THE RATIO OF PRECISION IS 1:10,000; THAT BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND AND REFERENCED HEREON; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. THIS MAP IS EXEMPT FROM GS 47-30 PER GS 47-30 (J); WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER, AND SEAL THIS 4TH DAY OF MARCH, 2026.
 SIGNED _____
 PROFESSIONAL LAND SURVEYOR
 LICENSE NUMBER L-4262



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Town Owned Property For Annexation into Town - Laurie Ellis Road; Parcel Number 92799.

Action Requested: Vote to Execute the Petition for Annexation and Direct Town Clerk to Investigate Sufficiency of Annexation.

Attachment: Annexation Petition; Map; Metes and Bounds.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 3/23/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

Applicant: Town of Winterville.

Location: Laurie Ellis Road - Opposite of Brookfield Subdivision.

Parcel Number: 92799.

Site Data: 1.648 acres, Zoned Agricultural-Residential (AR).

Staff Analysis: Parcel 92799 is a 1.648 acre parcel owned by the Town of Winterville.

Anticipated Annexation Schedule:

* April 13, 2026- Vote to Execute Annexation Petition and Direct Town Clerk to Investigate Sufficiency of Annexation.

* May 11, 2026- Schedule Public Hearing of Annexation.

* June 8, 2026- Hold Public Hearing.

Anticipated Effective Date: June 30, 2026.

Budgetary Impact: NA.

Recommendation: Staff recommends Council approve the execution of the annexation petition and to direct the Town Clerk to Investigate Sufficiency of the Annexation.

PETITION REQUESTING ANNEXATION

Date: April 13, 2026

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.
 - All owners of the property must sign.
2. The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

Parcel Number 92799 Annexation: Map and Legal Description is Included on Attachment.

Richard E. Hines, Mayor
2571 Railroad Street, Winterville, NC 28590

Signature: _____

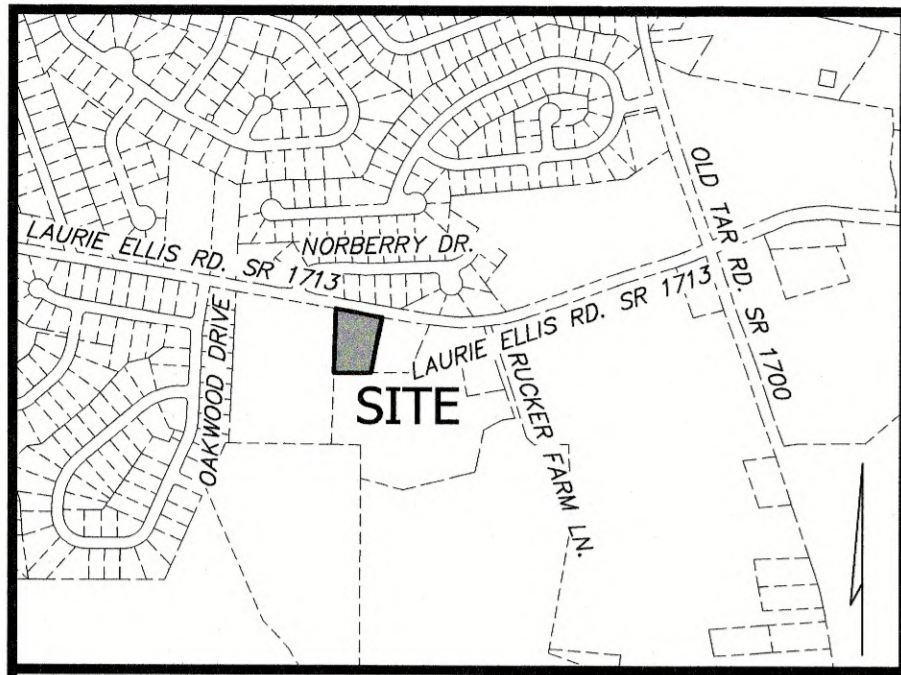
Annexation Legal Description – 03/04/2026
Parcel Number 92799
Town of Winterville, Winterville Township, Pitt County, NC

Being all of that certain tract or parcel, lying and being situated in Winterville Township, Pitt County, North Carolina, on the south side of Laurie Ellis Road (SR 1713), bounded on the east by Hans Peter Kattentidt and wife, Carrie Kattentidt, on the south by the property of Pedro Balderas Ellis, Trustee of the Laurie Howard Ellis, Jr. Exempt Decedent's Trust Under the Laurie Howard Ellis Jr. Trust, on the west by SouthbrookNC, LLC, on the north by Laurie Ellis Road, and being described by metes and bounds as follows:

Beginning at a point located on the southern right of way of Laurie Ellis Road (SR 1713), said point being the northeastern corner of the now or formerly SouthbrookNC, LLC property recorded in Deed Book 4634 Page 678 and Map Book 93 Page 139, Pitt County Registry, thence from the **POINT OF BEGINNING** with the southern right of way of Laurie Ellis Road (SR 1713) S 80°26'15" E 251.21 feet to a point, the northwestern corner of the Hans Peter Kattentidt and wife, Carrie Kattentidt property recorded in Deed Book 3914 Page 472 and Map Book 46 Page 50; thence cornering with the aforementioned Kattentidt line S 10°35'40" W 298.68 feet to a point; the southwestern corner of the Kattentidt property, said point falling in the northern line of the Pedro Balderas Ellis, Trustee of the Laurie Howard Ellis, Jr. Exempt Decedent's Trust Under the Laurie Howard Ellis Jr. Trust; thence cornering with the northern line of the aforementioned Pedro Balderas Ellis property S 89°45'55" W 204.02 feet to a point in the eastern line of the aforementioned SouthbrookNC, LLC property; thence cornering with the SouthbrookNC, LLC property line N 01°54'39" E 336.34 feet to a point in the southern right of way of Laurie Ellis Road (SR 1713), the **POINT OF BEGINNING**, containing an area of 1.648 acres more or less and being all the Town of Winterville property recorded in Deed Book 4641 Page 289 and in Map Book 93 Page 142, and is Pitt County Parcel Number 92799, being shown and shown on an Annexation Map prepared for the Town of Winterville by Rivers & Associates, Inc., drawing number Z-2762, dated March 4, 2026

PRELIMINARY

Patrick W. Hartman, PLS, L-4262
Rivers and Associates, Inc., F-0334



Vicinity Map SCALE: 1" = 1000'

NC GRID (NAD 83/NSRS 2011)

NOTES:

1. AREA DETERMINED BY COORDINATES.
2. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS.
3. NO POINT SET AT ANY CORNER.
4. THIS MAP WAS PREPARED FOR ANNEXATION PURPOSES ONLY.
5. CITY LIMITS WAS TAKEN FROM PITT COUNTY GEOGRAPHIC INFORMATION SYSTEM, AND REFERENCED MAPS AS NOTED.

LEGEND

NEW CITY LIMIT	-----
OLD CITY LIMIT	-----
CITY LIMIT	-----
RIGHT OF WAY	-----
GIS PARCEL LINES	-----
PARCEL NUMBER	PN.
NOW OR FORMERLY	N/F
MAP BOOK	M.B.
PAGE	PG.
DEED BOOK	D.B.
RIGHT OF WAY	R/W

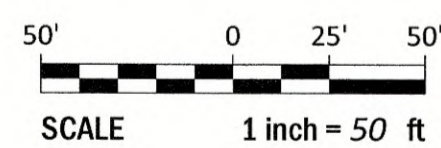
N/F
SOUTHBROOKING, LLC
D.B. 4634 PG 678
M.B. 93 PG. 139
PN: 92860

ANNEXATION AREA
1.648 AC.
(71,786.9 SF. ±)

TOWN OF WINTERVILLE
D.B. 4641 PG. 289
M.B. 93 PG. 142
PN. 92799

N/F
HANS PETER KATTENTIDT
& WIFE, CARRIE KATTENTIDT
D.B. 3914 PG. 472
M.B. 46 PG. 50
PN: 61664

N/F
PEDRO BALDERAS ELLIS, TRUSTEE OF
THE LAURIE HOWARD ELLIS, JR.
EXEMPT DECEDENT'S TRUST UNDER
THE LAURIE HOWARD ELLIS JR. TRUST
D.B. 4561 PG. 301
D.B. 4304 PG. 56
M.B. 46 PG. 50
PN: 92800



REFERENCES:

- P.N. 92799
- D.B. 4641 PG. 289
- M.B. 93 PG. 142
- D.B. 4561 PG. 301
- D.B. 4304 PG. 56
- D.B. B 33 PG. 180 (SR 1713 R/W)
- M.B. 46 PG. 50



PRELIMINARY
NOT FOR RECORDATION, SALES, OR CONVEYANCE

REVISIONS:

ANNEXATION MAP FOR TOWN OF WINTERVILLE PARCEL NUMBER 92799	
WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA	
OWNER	TOWN OF WINTERVILLE
ADDRESS	P.O. BOX 1459 WINTERVILLE, NC 28590
PHONE	252-756-2221
NC License: F-0334	Engineers Planners Surveyors Landscape Architects
SURVEYED	APPROVED
RB/JP	
DRAWN	DATE
PH/KB	3/4/26
CHECKED	SCALE
PWH	1" = 50'

RECORDED IN MAP BOOK _____ PAGE _____

ACCEPTED FOR THE TOWN OF WINTERVILLE
MAYOR: _____ DATE: _____

MAP NO.	PLATS RECORDED	BOOK	PAGE
	CHAPEL HILL FOUNDATION REAL ESTATE HOLDINGS, INC.	93	19
	BROOKFIELD - SECTION 4, PHASE 1	90	118

MAP SHOWING AREA ANNEXED BY THE TOWN OF WINTERVILLE, NC	
EFFECTIVE DATE _____	ORDINANCE NO. _____
WINTERVILLE TOWNSHIP, PITT COUNTY, N.C.	
1.65 AC. AREA	
SIGNED _____ PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4262	

L:\LANDSCAPE\WINTERVILLE-ANNEXATION MAPS-2020\15SURVEY\DWG-Z-2762-ANNEXATION LAURIE ELLIS DWS - LAURIE ELLIS TRUST 2026 - 3/4/2026 11:05:58 AM - PATRICK HARTMAN



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Town Owned Property For Annexation into Town - Jeanette Street; Parcel Number 89181.

Action Requested: Vote to Execute the Petition for Annexation and Direct Town Clerk to Investigate Sufficiency of Annexation.

Attachment: Annexation Petition; Map; Metes and Bounds.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 3/23/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

Applicant: Town of Winterville.

Location: Jeanette Street and Milton Drive terminate at this site.

Parcel Number: 89181.

Site Data: 10 acres, Zoned Agricultural-Residential (AR).

Staff Analysis: Parcel 89181 is a 10 acre parcel owned by the Town of Winterville.

Anticipated Annexation Schedule:

* April 13, 2026 - Vote to Execute Annexation Petition and Direct Town Clerk to Investigate Sufficiency of Annexation.

* May 11, 2026 - Schedule Public Hearing of Annexation.

* June 8, 2026 - Hold Public Hearing.

Anticipated Effective Date: June 30, 2026.

Budgetary Impact: NA.

Recommendation: Staff recommends Council approve the execution of the annexation petition and to direct the Town Clerk to Investigate Sufficiency of the Annexation.

PETITION REQUESTING ANNEXATION

Date: April 13, 2026

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.
 - All owners of the property must sign.
2. The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

Parcel Number 89181 Annexation: Map and Legal Description is Included on Attachment.

Richard E. Hines, Mayor
2571 Railroad Street, Winterville, NC 28590

Signature: _____

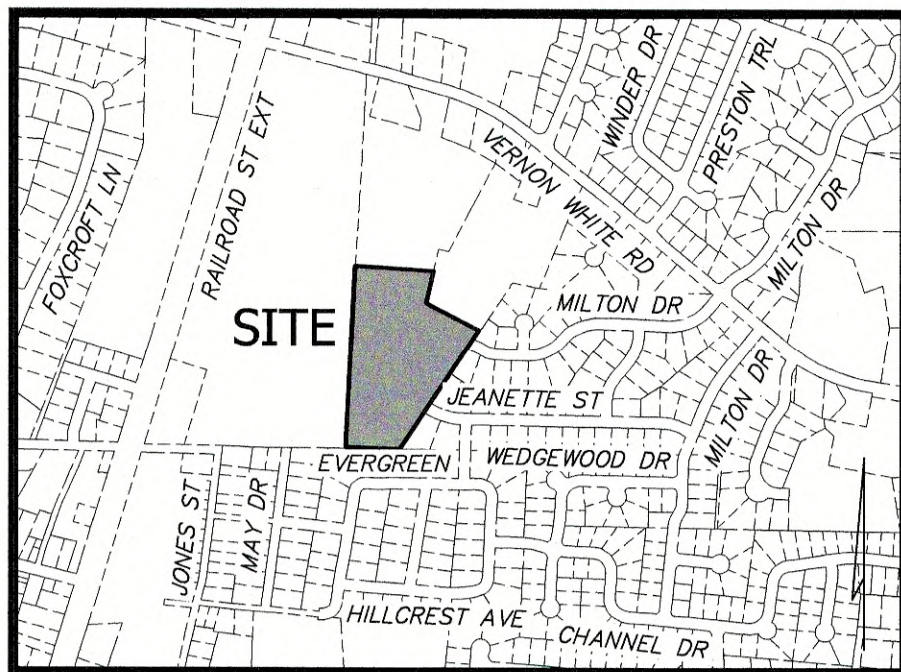
Annexation Legal – 03/04/2026
Parcel Number 89181
Town of Winterville, Winterville Township, Pitt County, NC

Being all that certain tract or parcel, lying and being situated in Winterville Township, Pitt County, North Carolina, bounded on the east by Weathington Heights Subdivision, on the south by the property of Robinson Heights Subdivision, on the west by Langston Farms, LLC, on the north by St. Rest United Holy Church and Laverne Joyner Brock etal. and being described by metes and bounds as follows:

Beginning at a point located on the northern property line of Block B, Lot 3, Robinson Heights Subdivision recorded in Map Book 21 Page 61, said point being the southeastern corner of the Langston Farms, LLC property recorded in Deed Book 1845 Page 465 and Deed Book G-45 Page 746; thence from the **POINT OF BEGINNING** with the eastern line of the aforementioned Langston Farms, LLC property N 03°48'26" E 942.57 feet to a point, the southwestern corner of the new Tract 1 of the St. Rest United Holy Church property recoded in Map Book 89 Page 159; thence with the southern line of the aforementioned Tract 1, S 86°11'34" E 406.17 feet to a point in the western line of Laverine Joyner Brock and Gary J. Brock etal. property recorded in Deed Book 4280 Page 661 and Map Book 82 Page 2; thence with western and southern line of the aforementioned Brock etal. property S 12°17'26" W 171.50 feet to a point; thence S 63°01'58" E 305.12 feet to a point in the western line of Weathington Heights Subdivision, Section 2 recorded in Map Book 27 Page 89; thence with the western line of the aforementioned Weathington Heights Subdivision Section 2 and Weathington Heights Subdivision Section 3, recorded in Map Book 28 Page 20 S 33°51'39" W 736.37 feet to a point in the northern line of the Robinson Heights Subdivision recorded in Map Book 21 Page 61; thence with the northern line of the Robinson Heights Subdivision N 89°14'17" W 293.03 feet to the **POINT OF BEGINNING**, containing an area of 10.00 acres more or less and being the Town of Winterville property recorded in Deed Book 4359 Page 678 and is Pitt County Parcel Number 89181, and shown on an Annexation Map prepared for the Town of Winterville by Rivers & Associates, Inc., drawing number Z-2764, dated March 4, 2026

PRELIMINARY

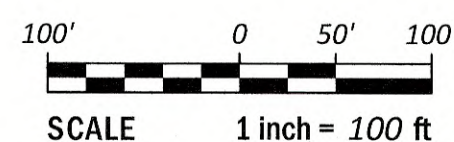
Patrick W. Hartman, PLS, L-4262
Rivers and Associates, Inc., F-0334



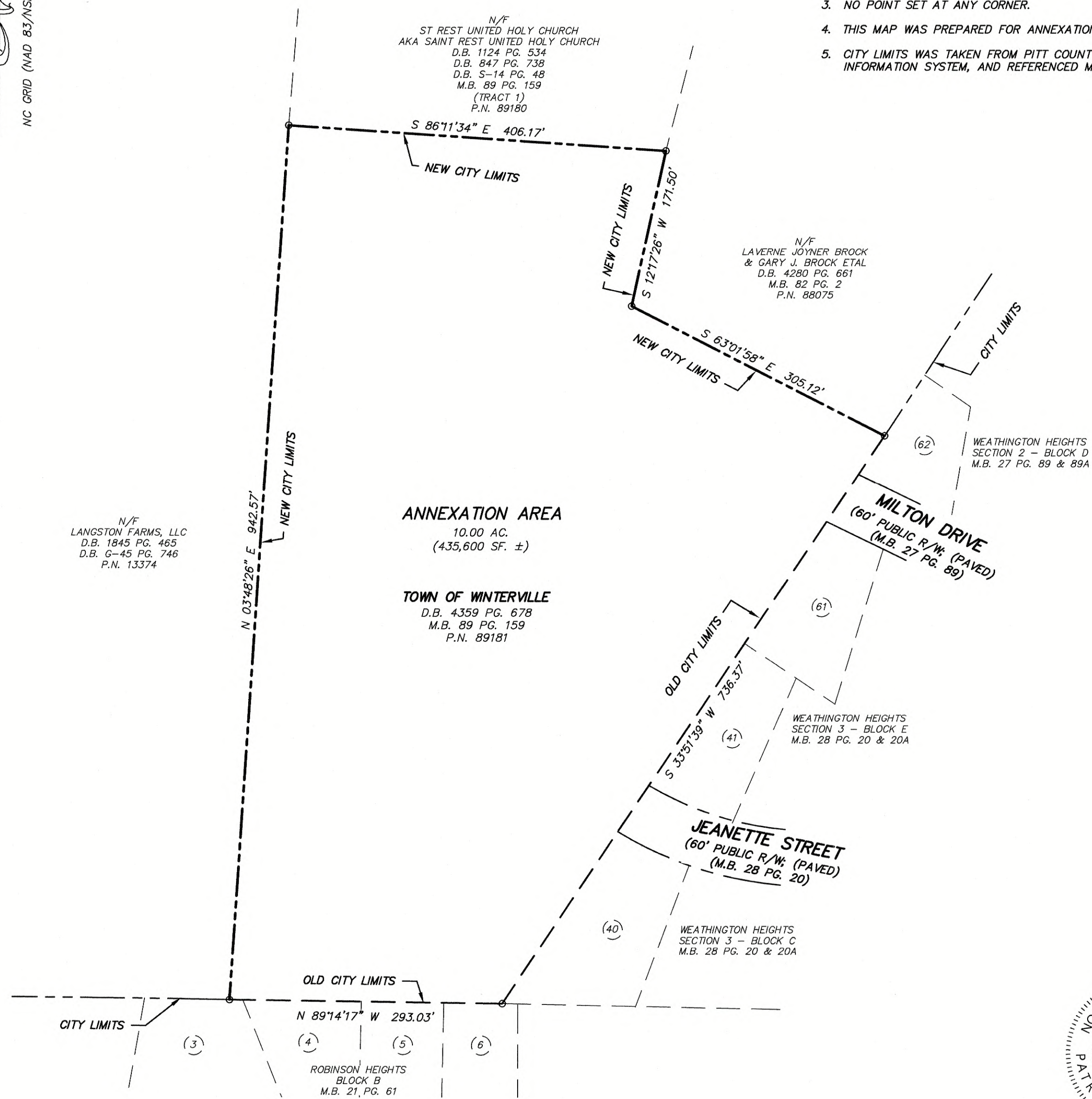
Vicinity Map SCALE: 1" = 1000'

LEGEND

NEW CITY LIMIT	-----
OLD CITY LIMIT	-----
CITY LIMIT	-----
RIGHT OF WAY	-----
GIS PARCEL LINES	-----
PARCEL NUMBER	P.N.
NOW OR FORMERLY	N/F
MAP BOOK	M.B.
PAGE	PG.
DEED BOOK	D.B.
RIGHT OF WAY	R/W



NC GRID (NAD 83/NSRS 2011)



NOTES:

1. AREA DETERMINED BY COORDINATES.
2. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS.
3. NO POINT SET AT ANY CORNER.
4. THIS MAP WAS PREPARED FOR ANNEXATION PURPOSES ONLY.
5. CITY LIMITS WAS TAKEN FROM PITT COUNTY GEOGRAPHIC INFORMATION SYSTEM, AND REFERENCED MAPS AS NOTED.

REFERENCES:

P.N. 89181
D.B. 4359 PG. 678
M.B. 89 PG. 159



PRELIMINARY
NOT FOR RECORDATION, SALE, OR CONVEYANCES

REVISIONS:

ANNEXATION MAP FOR
TOWN OF WINTERVILLE
PARCEL NUMBER 89181
WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER TOWN OF WINTERVILLE
ADDRESS PO BOX 1459 WINTERVILLE, NC 28590
PHONE 252-756-2221

	NC License: F-0334	Engineers	SURVEYED	APPROVED
	& ASSOCIATES, INC.	Planners	DRAWN	DATE
	107 East Second Street	Surveyors	KB/PH	03/04/26
	Greenville, NC 27858	Landscape Architects	CHECKED	SCALE
	(252) 752-4195		PWH	1" = 100'

RECORDED IN MAP BOOK _____ PAGE _____

ACCEPTED FOR THE TOWN OF WINTERVILLE
MAYOR: _____ DATE: _____

MAP NO.	PLATS RECORDED	BOOK	PAGE

MAP SHOWING AREA ANNEXED BY
THE TOWN OF WINTERVILLE, NC
EFFECTIVE DATE _____ ORDINANCE NO. _____
WINTERVILLE TOWNSHIP, PITT COUNTY, N.C.

10.00 AC.
AREA

CERTIFICATION
NORTH CAROLINA PITT COUNTY
I, PATRICK W. HARTMAN, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM DEED DESCRIPTIONS RECORDED IN DEED BOOK 4359 PAGE 678/MAP BOOK 89 PAGE 159; THAT THE RATIO OF PRECISION IS 1:10,000; THAT BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND AND REFERENCED HEREON; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. THIS MAP IS EXEMPT FROM GS 47-30 PER GS 47-30 (J); WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER, AND SEAL THIS 4TH DAY OF MARCH, 2026.
SIGNED _____
PROFESSIONAL LAND SURVEYOR
LICENSE NUMBER L-4262



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Jessica Manning, Finance Director

Item to be Considered

Subject: Budget Amendment 2025-2026-6.

Action Requested: Approval of the Budget Amendment.

Attachment: Budget Amendment 2025-2026-6.

Prepared By: Jessica Manning, Finance Director

Date: 4/6/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 2/13/2026

Supporting Documentation

This is the sixth Budget Amendment for the 2025-2026 Fiscal Year.

The first item in this budget amendment addresses the need to increase the Public Buildings Capital Outlay line item in the amount of \$317,000 to cover the additional cost of the cemetery expansion project.

The second item in the budget amendment increases the Public Buildings Capital Outlay line item by \$180,000 to account for the HVAC replacement and building modifications needed in the Police/Fire/Rescue facility building. These systems and rooms need to have modifications and mold removed for the safety of staff. The Public Buildings Maintenance and Repairs-Facility line item will be increased by \$62,000 to cover the cost of the mold remediation, sheetrock removal, and testing.

Budgetary Impact: Budgetary Impact of \$559,000.

Recommendation: Staff recommends Council approve the Budget Amendment.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: April 13, 2026

Presenter: Jessica Manning, Finance Director

Item to be Considered

Subject: Budget Amendment 2025-2026-6.

Action Requested: Approval of the Budget Amendment.

Attachment: Budget Amendment 2025-2026-6.

Prepared By: Jessica Manning, Finance Director

Date: 4/6/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 2/13/2026

Supporting Documentation

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The first item in this budget amendment addresses the need to increase the Public Buildings Capital Outlay line item in the amount of \$317,000 to cover the additional cost of the cemetery expansion project.

The second item in the budget amendment increases the Public Buildings Capital Outlay line item by \$180,000 to account for the HVAC replacement and building modifications needed in the Police/Fire/Rescue facility building. These systems and rooms need to have modifications and mold removed for the safety of staff. The Public Buildings Maintenance and Repairs-Facility line item will be increased by \$62,000 to cover the cost of the mold remediation, sheetrock removal, and testing.

Budgetary Impact: Budgetary Impact of \$559,000.

Recommendation: Staff recommends Council approve the Budget Amendment.

BUDGET ORDINANCE AMENDMENT 25-26-6

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, 2026:

SECTION 1. Revenues are to be changed as follows:

LINE ITEM DESCRIPTION	Fund	Account	Increase	Decrease
Fund Balance Appropriation	General	10-0000-00	3831 \$ 559,000	

Total **\$ 559,000** **\$ -**

SECTION 2. Appropriations are to be changed as follows:

LINE ITEM DESCRIPTION	Fund	Department	Account	Increase	Decrease
Capital Outlay	General	Public Buildings	10-4260-00	7150 \$ 317,000	
Capital Outlay	General	Public Buildings	10-4260-00	7150 \$ 180,000	
Maintenance & Repairs-Facility	General	Public Buildings	10-4260-00	4239 \$ 62,000	

Total **\$ 559,000** **\$ -**

Adopted the 13th day of April 2026.

Richard E. Hines, Mayor

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Presentations

Meeting Date: April 13, 2026

Presenter: Tristyn Daughtry, Economic Development Planner

Item to be Considered

Subject: Use of Town Community Room by Winterville Business Network International (BNI) Chapter.

Action Requested: Consider approval of allowing the Winterville BNI Chapter to use the Town multipurpose room at no cost under a service-based agreement.

Attachment: NA.

Prepared By: Tristyn Daughtry, Economic Development Planner

Date: 3/30/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

The Town has received a request from the newly formed Winterville chapter of Business Network International (BNI) to utilize the Town's community room for regularly scheduled meetings at no cost.

BNI is a structured business networking organization composed of local business owners who meet consistently to exchange referrals, build relationships, and support business growth. The model emphasizes strengthening local economies by keeping business activity within the community.

The Greenville BNI chapter currently operates under a similar arrangement, where they do not pay for use of their meeting space but instead complete a service project for their host organization. The Winterville chapter has proposed following this same model, offering a service project to the Town in lieu of a facility rental fee.

Allowing use of the multipurpose room under this structure would provide a no-cost opportunity for the Town to support local businesses and entrepreneurs.

Representatives Alicia Rollins and Chip Galusha will be present at the meeting to provide a brief overview of BNI and answer any questions.

Budgetary Impact: NA.

Recommendation: Staff recommends Council approve the Winterville BNI Chapter to utilize the Town multipurpose room at no cost in exchange for a mutually agreed upon service project.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 13, 2026

Presenter: Anthony Bowers, Assistant Town Manager

Item to be Considered

Subject: Winterville Cemetery Expansion Contract Award.

Action Requested: Accept Bid from Lucas Contracting LLC.

Attachment: Bid Tabulation.

Prepared By: Anthony Bowers, Assistant Town Manager

Date: 3/31/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

The Town is looking to expand our cemetery on Reedy Branch Rd. We have engaged with Rivers and Associated for the design of the project.

We will be looking to add an additional four hundred plots.

We received bids on March 27th. Having provided solicitation to five bidders.

We received three responses on March 27th, and Lucas Contracting, LLC was the winning bidder. They provided the low bid of \$363,221.34.

This project will require a budget amendment as it is much higher than the amount included in the original budget.

Budgetary Impact: The site work will cost \$363,222.

Recommendation: Staff recommends Council award the bid to Lucas Construction, LLC.

**Town of Winterville
Cemetery Expansion Site Work
Informal Bid Tabulation**

Company	Amount
Lucas Construction, LLC	363,221.00
Tripp Bro's Inc.	384,342.11
Simmons Public Utility Site Work	666,021.44
NC Earth Works, LLC	NB
East Coast Grading, LLC	NB



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 13, 2026

Presenter: Anthony Bowers, Assistant Town Manager

Item to be Considered

Subject: Janitorial Services Contract Award.

Action Requested: Accept Bid from Blink Facility Solutions.

Attachment: Bid Tabulation.

Prepared By: Anthony Bowers, Assistant Town Manager

Date: 3/31/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

The Town advertised bids with an advertisement in the Daily Reflector on Saturday, January 17, 2026, Wednesday January 21st, Saturday, January 24, 2026. We also advertised on the Town's web site.

The bids were due on February 17th, 2026.

We received three bids. They were Blink Facility Solutions, American Facility Solutions, and Jani-King.

Blink was the lowest bid, once we included the alternate bid in the amount of \$96,430 annually.

Staffed contacted reference and they were satisfied with the services provided by Blink Facility Solutions and they were meeting the terms of the contact.

Budgetary Impact: The cost for this agreement will be covered with already budgeted funds.

Recommendation: Staff recommends Council award the bid to Blink Facility Solutions

**Town of Winterville
Janitorial Service Contract
Bid Tabulation**

Company	Amount	Amount with Bid Alternate
Blink Facility Solutions	94,472.00	96,430.00
American Facility Services	84,600.00	103,800.00
Jani-King	356,400.00	357,025.00



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: April 13, 2026

Presenter: Councilwoman Hawkins

Item to be Considered

Subject: Winterville Human Relations Board Annual Work Plan.

Action Requested: Accept Report.

Attachment: Work Plan.

Prepared By: Donald Harvey, Town Clerk

Date: 3/31/2026

ABSTRACT ROUTING:

TC: 4/2/2026

TM: 4/6/2026

Final: tlp - 4/6/2026

Supporting Documentation

Councilwoman Hawkins and other members of the Human Relations Board will submit the work plan to Town Council for the year.

Budgetary Impact: TBD.

Recommendation: WHRB requests Council accept the report.

Winterville Human Relations Board Project Roadmap

Projects that the WHRB Board are Planning	 Status	There is no current file(s) related to this project	Notes
<p>August-</p> <p>We are planning to be present at the Watermelon Festival on Friday through Sunday 8/22-8/24</p> <p>Back to School Support</p> <p>Items purchased and school selected</p>	Accomplished	File	The items have already been ordered through Amazon and are stored at the Town Office (Mr. Harvey-)
<p>September</p> <p>Hispanic Heritage Month (9.15-10.15)</p> <p>Back to School Support</p> <p>This includes providing W.H. Robinson with school supplies. The ideal time would be during the Friday following Open House which would be Thursday August 21, 2025. **HOWEVER, THIS MUST BE CONFIRMED WITH THE PRINCIPAL/SCHOOL COUNSELOR. Once prospective dates and times are sent, we must decide on a time of consensus. We may also elect to delegate a Board Member to present the items on the Board's behalf.</p>	Accomplished	File	
<p>October</p> <p>Host a Trunk or treat event for the community</p>	Accomplished	File	

Winterville Human Relations Board Project Roadmap

Projects that the WHRB Board are Planning	📄 Status	There is no current file(s) related to this project	Notes
<p>November</p> <p>Thanksgiving Meal with Community</p> <p>Helped by providing a donation and distributing</p>	Accomplished		
<p>December</p> <p>Door Decorating Contest</p>	Not started		
<p>January</p> <p>Winterville Writing/Art Contest</p> <p>Supported America 250 with a donation</p>	Accomplished		
<p>February</p> <p>Black History Month Program</p>	Accomplished		
<p>March</p>	Not started		
<p>April</p> <p>Town Hall/ Council approved and will be spearheaded by Councilwoman Hawkins and Councilwoman Dr. Harrell</p> <p>April 18th 10 am 11:30 am</p>	In progress		Friday promotions starts

Winterville Human Relations Board Project Roadmap

Projects that the WHRB Board are Planning	📄 Status	There is no current file(s) related to this project	Notes
<p>April Continued</p> <p>WHRB also supports local Community Event Hosted By: Gateway Church</p>			
<p>May</p> <p>Community Service Day Partner with local nonprofits for a spring clean-up or food drive OR</p> <p>Community Yard Sale</p>	Not started	File	
<p>June</p> <p>Juneteenth Event: Movie in the Park: Disney's Princess Frog</p> <p>8:28 pm Sundown</p>	In progress		Food items
<p>July</p> <p>Winterville Community Pickleball Day July 11th, 2026 July 25th, 2026</p>	Not started		

Things to Think About: Our Latino Community Language Access

Community Partnerships – Build connections with Latino churches, businesses, and nonprofits to co-host events or resource tables.

Community Policy Feedback – Host **quarterly listening circles** to hear residents' concerns about safety, housing, or inclusion, then present a short report to the Town Council.



First Quarter Department Reports
January, February, March
Table of Contents

1.	Building Inspections/Code Enforcement Department-----	1
2.	Electric Department -----	3
3.	Finance Department -----	4
4.	Fire/Rescue/EMS Department-----	5
5.	Human Resources Department -----	6
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9.	Public Works Department-----	15

**TOWN OF WINTERVILLE
PITT COUNTY, NORTH CAROLINA**

**INSPECTIONS / GIS DEPARTMENT
QUARTERLY REPORT**

To: Town Council

From: Evan Johnston, Building Inspector / Code Enforcement Officer

Date: March 31, 2026

Building Inspections Division

The following is a list of current projects under construction, which are permitted by the Building Inspections Office. This does not include any number of smaller projects being performed in Town such as residential renovations, additions, decks, pools, and equipment change-outs or small commercial projects including change-outs, minor alterations/renovations, etc. The Inspections Division continues to work closely with the Fire Department to inspect places of business to ensure code compliance and safety. Work performed by the Inspections Division is done with the intention to protect life, health, and safety of all Town of Winterville citizens and businesses.

- PCC Welding Building: This project has received a Temporary Certificate of Occupancy. All in-person inspections have been completed and approved. The only items remaining before a Certificate of Occupancy is issued, are commissioning reports.
- Christ Covenant School Expansion: Project is complete with Certificate of Occupancy issued.
- Marco's Pizza: This project is complete with Certificate of Occupancy issued.
- SaladWorks and Frutta Bowls: Commercial upfit project of existing space at 2035 Flower Dr. Units 1 and 2. Permits have been issued and the early stages of work are underway by the respective contractors.
- Reedy Branch Storage: The original completion of this project was for commercial storage. The new project involves creation of a total of 10 tenant suites total, spread amongst the 3 existing buildings on site. The building addresses are 4769, 4771, and 4773 Reedy Branch Rd. Note that all buildings and addresses are on 1 parcel. This project is currently in the plan review stage.
- Freddy's Frozen Custard: New construction project at 775 W Fire Tower Rd. This project is currently in the plan review stage.

- Villa Grande Phase 3: Final phase of Villa Grande subdivision. Work is underway with the majority of the lots now with finished houses, houses under construction, or permits issued for construction to begin.
- Brookfield Section 4 Phase 1: Final section and phase of Brookfield subdivision. This section has 31 lots. There is 1 vacant lot remaining (without construction) and 2 homes under construction.
- Eli's Ridge Subdivision: New home construction continues in this subdivision with development underway on the next phase.

Building Inspections Division – 1/1/2026 – 3/31/2026

Description	Quantity
Commercial Building Permits – New Construction	0
Commercial Building Permits – Additions/Alterations	3
Single Family Dwelling Permits – New Construction	36
Residential Additions, Alterations, and Detached Buildings	18
Electrical, Mechanical, Plumbing, Gas, and Miscellaneous Permits	297
Inspections Performed	752
Number of Days Inspections Performed	54
Average Number of Inspections per Workday	13.93

Code Enforcement Division

Code Enforcement Nuisance Cases – 1/1/2026 – 3/31/2026

Description	Quantity
Closed Cases – Complied	1
Closed Cases – Abated	
Closed Cases – No Violations Found	1
Open Cases	16
Total Cases	18

ELECTRIC QUARTER REPORT

January, February, March

523 General Work orders

331 Cut Offs and Notes

462 Locates

82 Water Meter and ERTs change outs

Staff completed all Christmas tree and associated decoration removal at our Market on the Square.

Staff has completed installation of all infrastructure for electric service in Copper Creek subdivision.

Staff has been installing secondary services in Brookfield and Eli's Ridge.

Staff installed electric services for 2 multi-family buildings at 11 & Main.

Staff is still working on installation of wildlife protectors and system maintenance to help increase reliability.

Staff de-energized and re-energized the Old Tar substation for GUC's to complete their electric relocation.

ToW electric relocation for Old Tar rd. will begin in April.

Electric employee attended Lineman School with Electricites.

Audit:

The auditors finalized and submitted the 24-25 audit to the Local Government Commission on December 17th and presented the 24-25 audit at the January Town Council meeting. The 2025-2026 Audit Contract with Thompson, Price, Scott, Adams, & Co., PA was approved by council at the March Town Council meeting. The Town was awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting again for the 2024 Fiscal Year Audit, and the 2025 Annual Comprehensive Financial Report has been submitted for review for the GFOA COA award as well.

Budget:

As of March 31, 2026, the Town has approved five budget amendments. Town Council and staff have held two budget planning meetings so far for the 2026-2027 fiscal year budget. Department Heads have been working on their draft departmental budgets that were due to management on March 31st. The next budget meeting will be held on May 4, 2026, and staff will discuss the progress of the budget and revenue predictions. RFPs were sent to various banks for the financing of vehicles and equipment for the 2025-2026 fiscal year, and the Town Council approved the financing terms with Southern Bank and Trust at the March Town Council meeting.

Taxes:

The 2025 Tax Bills were mailed out mid-August and were due on September 1, 2025. Interest will be added to the delinquent bills on January 6th with additional interest that will be added on the 1st of each month afterwards. The 2025 tax rate will remain the same as the prior year at .45/per \$100 of property valuation. As of March 31, 2026, \$6,049,702.42 has been collected for the 2025 tax revenue.

Utility Rates:

As a result of the extremely cold weather in January and February that caused the natural gas prices to soar, the Town approved to implement a 5 cent per kWh Power Cost Adjustment to the utility bills on March 9th to help recover the budget shortfall in our purchase to resale line item. The 5 cents per kWh PCA was included on the utility bills that were billed in March. Town Council held a special called meeting on March 23rd and approved to reduce the Power Cost Adjustment to 2.5 cent per kWh beginning with the utility bills that will be billed in April.

Energy Assistance:

The Town is continuing to partner with Greene Lamp Community Action Agency to provide assistance to the Town of Winterville customers with their Electric Bills. We have posted information about this process on posters at the Town Hall, the Town's website, and the monthly newsletter. Customers who applied and were approved for assistance one year ago, are eligible to apply again for the yearly one-time assistance while funds are available. We also have an area resource list available at the Town Hall and on our website for customers that list other entities that may offer assistance. The Finance Department will continue to review and update the area resource list as needed on a quarterly basis.

Please contact me at 756-2221 ext. 2351 with any questions that you may have.

Jessica Manning
Finance Director

Projects

We are still in the process of implementing the radios for the Fire and Police Department. The Fire-Rescue-EMS Department is complete. Several parts have been on order for the Police Department and those installations will resume Monday.

The Fire & EMS Masterplan is also underway. Citizens, staff, and elected officials were encouraged to complete the survey that has been posted online and mailed in utility bills. Elected officials have received an email to schedule key stakeholder interviews on April 28th or 29th.

We have revised our operational guides and SOP's, alarm response levels, and predetermined resource requests in an effort to provide adequate resources for emergency incidents. We are currently revising automatic-aid responses.

We have identified several locations with inadequate fire hydrant coverage, and we are working with public works to address these. There are several out of service fire hydrants that public works should be addressing.

Training classes we are once again planning several mutual and automatic-aid trainings for surrounding departments. These include officer and leadership, water supply, and fireground classes.

We have personnel and company evaluations and training that took place at Gaston College in March.

Each apparatus is currently in service. The Squad is experiencing mechanical issues and the engine will most likely be rebuilt or replaced in the near future.

Statistics

We did have 31 occurrences of overlapping incidents (involving 64 incidents) to date in 2026.

As always, please contact me if you recognize a need relating to child passenger safety seats, smoke alarms, or other community risk reduction needs.

Town of Winterville
Human Resource Department
Quarterly Report for January, February, March 2026

To: Town Council

From: Angie Fuller, Human Resource Director

Date: March 1, 2026

Listed below is information on our open/closed positions and the Classification and Pay plan Study and other things I have been working on. If you have any questions, please don't hesitate to contact me.

Classification and Pay plan Study

- We're still working on revisions/updates to the personnel policy, hopefully it will be ready to present at the council meeting soon.

Open Positions

- We had 5 open positions In January and February. We currently have 13 open positions that we're recruiting for, all are posted on our website and information board located in the front of Town Hall. Some were posted on Indeed. The Police Chief was posted on NCLM job board and NC Association of Police Chiefs.

March Internal/External Postings

- Police Chief- closing date 4-17-26
- Electric Line Supervisor- closing date 4-10-26
- Equipment Operator- closing date 4-10-26
- Fire Inspector- closing date 4-10-26
- Meter Technician- closing date 4-10-26
- Office Manager (Operation Center)- closing date 4-10-26

March Internal Postings

- Construction Inspector- closing date 4-3-26
- Police Platoon Supervisor- closing date 4-10-26

Ongoing positions in Parks & Rec.

- Concession Attendant
- Baseball Score Keeper

Ongoing positions in Fire & Police

- PT Fire Engineer
- PT Firefighter
- Police Officer

Internal Postings- February

- Electric Line Supervisor –(closed, had 1 internal candidate to apply)
- Meter and Electric Services Supervisor (closed, 2 internal candidates applied)

Status of positions posted & closed

- Electric Line Supervisor- reposted the position.
- Meter and Electric Service Supervisor- interviewed and selected Alex Dixon.
- Executive Staff Assistant to the Town Manager- promoted Kimberly Moore

PT Firefighter/PT Fire Engineer Process

- We will start the process March 24 and 25th with the agility testing and skills evaluation. If the candidates pass this portion, we will schedule them for an interview the first week in April. We have 9 candidates so far that will be going through the process.
- We had the process March 24 and 25th with the agility testing and skills evaluation. We had 4 candidates to pass to the next part of the process, next step, we will be scheduling interviews within the next week or 2. The interview panel will be Angie Fuller, Jim Miller, and 2 Fire Captains.

Other Task

- day to day, such as...completing employment verifications, responding to emails,
- FMLA paperwork, filing Workers Comp. claims, retirement paperwork-
- Administering random drug screens quarterly
- Prepare Interview notebooks/questions for all panel members
- Looking into some online safety training for staff.
- Pay benefit bills
- Surveys
- Filing- E-file and physical file.
- Submit budget.

Parks and Recreation Quarterly Report

Months of January, February, March

Below is a list of accomplishments, programs, activities, coordination's with others for the month of January, February and March.

Accomplishments

Awarded a \$25,000 grant to host the ENC Cal Ripken State Tournament

Programs/Sports

Senior Programs:

- Golden Age Senior Program (January, February & March)
 - Meet Twice a month, 2nd & 4th Thursdays
 - January- Games, Games, Games-Join us for cards, board games and puzzles!, Did someone yell BINGO!?!
 - February- Valentine's Day Arts & Crafts, Bingo
 - March- Potluck, Bingo

Adult Programs:

- Yoga- Tuesday evenings 6:30-7:30 pm (January, February)
- Yoga- Thursday evenings 5:45-6:45 pm (January, February, March)
- Zumba- Tuesday evenings 6:00-7:00 pm (February, March)

Youth Programs:

- Dance classes- Saturday morning classes 9:00 am-1:00 pm (January-March)
 - All in One Dance (4-7)
 - Ballet & Tap Combo (4-6)
 - Parent & Me Princess Ballet (1.5-3)
 - Princess Ballet (3-5)

Youth Sports:

- Spring Baseball evaluations (February)
- Cal Ripken Baseball practices (February, March)
- Cal Ripken Baseball Games (March)
- Registration for Spring Pee Wee & Tball (February, March)
- Registration for Prep & Jr. Babe Ruth (February, March)

Activities/Special Events

February

- Daddy Daughter Dance
- Basic Skills Baseball Clinic

March

- Easter Eggstravaganza
- Girls Flag Football Clinic
- Baseball Opening Day Ceremony

Coordination's with others

Winterville Police Department

-Golden Age Senior Program (January, February, March)

A.G. Cox Middle School-Athletics

-Soccer practice & games at Hillcrest Park(February, March)

-Track & Field Practice at Winterville Recreation Park (February, March)

Coach Douvier Miles, South Central Girls Flag Football Coach

-Girls Flag Football Clinic (February, March)

Special Projects

- Accessibility Improvements to Winterville Recreation Park
Rivers & Associates are working on a design of the viewing shelter
- Site Specific Plan and Multi-Purpose Center
Staff discussed with McGill Associates & Moseley on where we were at for next steps and about a future meeting.

Maintenance & Inspections at the Parks-Weekly Inspections

- January 5th, 12, 19th, 26th
- February 4th, 9th, 16th, 23rd
- March 2nd, 9th, 16th, 23rd, 30th

Hillcrest-

- Picnic Shelters: Checking tables and looking for any graffiti or damages.
- Playground: Inspecting equipment for safety and wear. Any concerns are noted for further attention.
- Benches: Checking for any broken or missing parts.
- Basketball Goals: Ensuring the nets are intact and replacing them as needed.
- Restrooms: Inspecting for graffiti, trash, vandalism, and ensuring toilets and sinks are functioning properly.
- Water Fountains: Checked unless in the winterization stage (resumed in mid March).

Water Tower-

- Playground Equipment: Checking for safety and damage.
- Park Benches: Inspecting for any damages or missing parts.
- Trash Cans: Ensuring they are not overfilled and are in good condition.

Winterville Recreation-

- Picnic Shelter: Checking tables and inspecting for graffiti or damage.
- Playground Equipment: Assessing for wear and safety issues.
- Benches: Ensuring no pieces are broken or missing.
- Tennis Courts: Inspecting nets and ensuring the equipment is in good condition.
- Restrooms: Checking for graffiti, trash, vandalism, and ensuring the functionality of toilets and sinks.
- Water Fountains: Checked unless in winterization (resumed in mid-March).

Planning and Economic Development Ongoing Projects Report

2026 First Quarter Report (January, February, March)

Highlight of growth and ongoing projects: This list does not contain all projects but is intended to highlight some of the Town's current projects.

- **Residential:** There are a significant number of residential projects. Below you will find some of the current and upcoming developments.
 - Willow Green Subdivision (Formerly referred to as the Stella Little Rezoning; Davenport Farm Road and Reedy Branch Road) has submitted a Preliminary Plat that is under TRC Review. Proposing 74 Single Family Detached lots.
 - Vernon Crossing Rezoning Submission- Railroad Street; requesting a rezoning from A-R to R-6 Conditional District.
 - Farmstead Subdivision (Reedy Branch and Davenport Farm Rd): Preliminary Plat for 179 Single Family Homes was approved. Construction drawing submissions to follow.
 - Blueberry Subdivision (Church Street Ext and Park Rd): Construction drawings are currently under TRC review. Proposing 69 single family residential homes.
 - Eli's Ridge (Worthington Road) is currently constructing Phase 6- contains 8.8 acres and will add 24 more homes.
 - Villa Grande (Red Forbes)- New Homes are currently under construction.
 - Carroll Crossing (Church Street)- Adding 23 new lots. Construction Drawings are currently under Technical Review Committee Review.
 - Eleven at Main (Blount Street)- New homes are under construction. A third phase, consisting of 17 units, has received Preliminary Plat approval. Construction drawings submissions to follow.
 - Southbrook (Church Street and Laurie Ellis Rd)- Phase 1 is currently under construction; phase 2 construction drawings is under TRC review; phase 3 Preliminary Plat is under TRC review.
 - Quail Trace (Reedy Branch Road)- Adding 85 new lots. Development is currently under construction.
 - Copper Creek (Reedy Branch Road)- Adding 34 new lots. Development is currently under construction.
 - Blackstone Preliminary Plat (Blackstone Drive)- A preliminary plat has been approved showing 12 new residential lots. Construction drawings were approved by TRC.
- **Commercial:** Commercial interest continues as demand and growth increases. These are some of the new, ground-up, commercial projects that are in the works:
 - New Commercial Building is being proposed at Ange Plaza Lot 23. Construction Drawings are under TRC review.
 - Pitt Community College Welding Building- adding a 30,000sf welding facility that will include 96 welding booths, two fabrication shops and space for robotic welding.

- Vernon Square- a commercial Preliminary Plat for the northeastern corner of Highway 11 and Veron White Road has been approved. Phase 1 Construction Drawings has been submitted and is under TRC review. Phase 1 shows an office & retail strip.
- The construction drawings for a drivethrough style restaurant has been submitted for 775 W. Fire Tower Road- Corner of Fire Tower Road and Wolf Drive. Freddy's Frozen Custard & Steakburgers.

Police Department Quarterly Report

Months of January, February, and March

List of accomplishments, programs, activities, coordination's with others, and notes of any nature.

The Winterville Police Department continued to maintain a strong operational presence throughout the first quarter of 2026, with a focus on community engagement, traffic safety initiatives, and responsive service delivery. The department remained actively engaged in both proactive enforcement efforts and meaningful partnerships within the community.

Calls for Service Summary

During the reporting period, the Winterville Police Department documented a total of 1,477 calls for service, reflecting both proactive policing efforts and reactive responses to community needs.

Officers responded to 79 traffic accidents, providing scene management, conducting investigations, and ensuring the safety of all parties involved. The department also handled 126 Alarm calls, which primarily consist of alarm activations requiring officer response to assess potential threats and ensure property security.

In addition, officers conducted 29 warrant service events, supporting offender accountability and contributing to the overall administration of justice.

Community Engagement and Events

The department sustained its commitment to community-oriented policing through continued participation in programs such as Senior Watch and Coffee with a Cop, both of which remain effective in strengthening relationships and maintaining open communication with residents.

Officers participated in several key community events during the quarter. The annual Easter Eggstravaganza was supported by Officers who provided food and refreshments including hotdogs, drinks, and chips. The event also included the participation of ten Basic Law Enforcement Training (BLET) students, who assisted as part of their community service requirements, further strengthening partnerships with future law enforcement professionals.

Additionally, officers attended Opening Day for the Winterville Parks and Recreation summer baseball, reinforcing the department's presence in youth and family-oriented activities. Chief Chris Williams had the honor of throwing out the ceremonial first pitch, highlighting the department's continued support of local recreation programs.

The department also recognizes the significance of Chief Williams' retirement, effective March 31, 2026. His leadership and long-standing commitment to the Town of Winterville have had a lasting and meaningful impact on both the department and the community.

Traffic Safety and Enforcement Initiatives

The department actively participated in multiple Governor's Highway Safety Program (GHSP) campaigns during the quarter, focusing on impaired driving, speed enforcement, and license compliance.

During the **Holiday Booze It and Lose It Campaign** (December 15 – January 4), officers conducted targeted enforcement efforts resulting in:

- 2 Driving While Impaired (DWI) charges
- 17 speeding violations
- 2 no operator's license violations
- 6 driving while license revoked/suspended charges
- 9 registration violations
- 8 misdemeanor arrests
- 1 felony arrest

During the **St. Patrick's Day Booze It and Lose It Campaign** (March 15 – March 22), enforcement efforts resulted in:

- 3 driving while license revoked/suspended charges
- 10 registration violations
- 1 misdemeanor arrest
- 4 felony arrests

The department also began participation in the **Speed a Little, Lose a Lot Campaign** (March 30 – April 5), which will continue into the next reporting period. These initiatives reflect the department's continued focus on reducing traffic-related injuries and enhancing roadway safety within the community.

Operational Outlook

The Winterville Police Department will continue to prioritize community engagement, proactive enforcement, and strategic partnerships moving into the next quarter. Ongoing initiatives will include expanded traffic safety campaigns, continued development of community programs, and sustained support of local events.

Public Works Quarterly Report
January, February & March 2026

- 14 Sinkholes were repaired
- Chapman Street Pump Station has been put in service.
- Church Street Pump Station startup has been Put in service.
- Robinson Heights Pump Station has been put in service.
- Street patching on all road cuts and damaged areas were completed in March.
- Construction plan reviews, approvals and inspections have been normal with current construction and submitted plans.
- Staff continues to work on our annual 10% cleaning of the sewer system.
- Ditches and canals were cleared of debris in February by staff.
- Grass Truck is set to be repaired by April 15th.
- 2+2 units are being installed to replace outdated communication systems for pump station alarm monitoring. There are 10 units left to install at which point all stations will have been updated.