



WINTERVILLE

A slice of the good life!

MAYOR AND TOWN COUNCIL

RICHARD E. (RICKY) HINES, MAYOR
JOHNNY MOYE, MAYOR PRO TEM
BRANDY HARRELL, COUNCILWOMAN
TONY P. MOORE, COUNCILMAN
PAUL RICE, COUNCILMAN
VERONICA W. ROBERSON, COUNCILWOMAN

ADMINISTRATION

TERRI L. PARKER, TOWN MANAGER
ANTHONY BOWERS, ASSISTANT TOWN MANAGER
KEEN LASSITER, TOWN ATTORNEY
WILLIE GAY, INSPECTIONS/GIS
DONALD HARVEY, TOWN CLERK
EVAN JOHNSTON, BUILDING INSPECTOR/CODE ENF. OFFICER
PARKS AND RECREATION DIRECTOR
JESSICA MANNING, FINANCE DIRECTOR
CLIFF MCGUFFIN, PUBLIC WORKS DIRECTOR
DAVID MOORE, FIRE CHIEF
STEPHEN PENN, PLANNING AND ECONOMIC DEV. DIRECTOR
ROBERT SUTTON, ELECTRIC DIRECTOR
RYAN WILLHITE, POLICE CHIEF

APPROVED BUDGET FY 2023-2024

TABLE OF CONTENTS

LETTER OF TRANSMITTAL

BUDGET SUMMARY

REVENUES BY FUND

APPROPRIATIONS BY FUND

BUDGET ORDINANCE

FEE SCHEDULE

UTILITY RATE SCHEDULE

**EMPLOYEE COMPENSATION AND
BENEFITS**

APPENDIX

NOTES

RECOMMENDED DRAFT ANNUAL BUDGET FY 2023-2024

June 5, 2023

Mr. Richard (Ricky) Hines, Mayor
Mr. Johnny Moye, Mayor Pro-Tem
Mrs. Brandy Harrell, Councilwoman
Mr. Tony Moore, Councilman
Mr. Paul Rice, Councilman
Ms. Veronica Roberson, Councilwoman

RE: Recommended Draft Annual Budget for the 2023-2024 Fiscal Year

Dear Mayor and Members of the Town Council:

Town Staff is pleased to present the Draft Budget for Fiscal Year 2023-2024, beginning July 1, 2023 and ending June 30, 2024. The Draft Budget has been prepared in accordance with the NC Local Government Fiscal Control Act as required by NC General Statute Chapter 159-11.

This version of the Budget is **balanced** as of June 5, 2023.

The Recommended Draft Budget:

- *includes no tax adjustments;*
- *includes no rate adjustments;*
- *includes some restructuring and new positions;*
- *includes a few capital-outlay requests;*
- *includes funding for Non-Town Agencies;*
- *includes contributions from the Water, Sewer, Storm Water and Electric funds to the General Fund to compensate for administrative services;*
- *includes a 9% COLA for the Town Board and all Town employees;*
- *Health Insurance costs increased 2% and the Town absorbed the costs for both the employee and dependent coverage;*
- *Dental Insurance premiums increased by 3%;*
- *\$25,000 is included to add to the OPEB (Other Post-Employment Benefits) reserve; and*
- *The Town is absorbing the total costs of the Fire Recruitment and Retention Grant. Therefore, the Town is funding all Fire Department operations at 100%.*

Below is a brief budgetary summary of point of interests:

GENERAL FUND:

All revenues, which comprise the General Fund, have been forecasted in a conservative manner. Staff has reviewed the estimates for state-collected revenues published every year by the North Carolina League of Municipalities, current economic trends for Eastern North Carolina, current nationwide economic trends and historical data from the Town. The proposed budget assumes a **98%** collection rate for ad valorem taxes.

The total General Fund budget currently totals **\$13,598,069**. There is a General Fund balance appropriation of \$612,972 as well as a transfer from the Electric Fund to the General Fund in an amount of \$650,000.

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

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

- Approved Non-Town agency allocations for FY 2023-2024 totals **\$100,000**. The **cash** allocations for Non-Town Agency funding are as follows:
 - *Winterville Watermelon Festival - \$50,000;*
 - *Boys and Girls Club - \$5,000;*
 - *Winterville Chamber of Commerce - \$20,000;*
 - *Pitt County Council on Aging (Meals on Wheels) - \$6,500;*
 - *Rebuilding Together, Pitt County, NC - \$10,000;*
 - *Winterville Senior Citizens Club - \$3,500; and*
 - *Pitt County Girls Softball - \$5,000.*
- *The in-kind amount for Winterville Historical and Arts Society (WHAS) - \$12,925.*
- *The in-kind amount for the Winterville Chamber - \$1,100.*
- *The in-kind amount for the Winterville Senior Citizens Club - \$2,700.*
- *Sheppard Memorial Library has requested a total of \$171,768.*
- *The "big ticket" capital requests in this Fund are being financed, therefore Debt Proceeds are being shown for the purchase year (FY 2023-2024) on the revenue side of the Fund budget and the expenditure side of the Fund budget will show the same amount for said purchases.*

RECREATION FUND:

Recreation revenues and expenditures have been estimated in a manner like the General Fund budget. A transfer from General Fund to Recreation in the amount of \$989,501 has been included for operational purposes.

The total budget for Parks and Recreation for FY 2023-2024 is estimated to be **\$1,167,251**.

POWELL BILL FUND:

The total budget for the Powell Bill Fund for FY 2023-2024 is estimated to be **\$307,231**. There is no contribution from "Fund Balance" included in this budget.

URGENT REPAIR FUND:

The total budget for the Urgent Repair Fund for FY 2023-2024 is estimated to be **\$20,000**. Money was allocated from unspent reserves in the Fund built up from previous Budget years (pandemic primarily).

ENTERPRISE FUNDS:

Electric Fund - There is a transfer from Electric Fund to General Fund in the amount of \$650,000 as is done annually to assist in covering the costs of operations. Due to the rapid expansion of our Town, substantial amount of capital work continues. The total budget for the Electric Fund is estimated to be **\$9,147,905**. There is a contribution from "fund balance" included in this Fund budget in the amount of \$1,343,905.

Water Fund – The total budget for the Water Fund is estimated to be **\$2,056,044**. There is a contribution from "fund balance" included in this Fund budget in the amount of \$321,011. \$475,000 is included for water purchases for resale. This amount covers the water currently purchased from Greenville Utilities.

The "big ticket" capital requests in this Fund are being financed, therefore Debt Proceeds are being shown for the purchase year (FY 2023-2024) on the revenue side of the Fund budget and the expenditure side of the Fund budget will show the same amount for said purchases.

The Water Fund is also "loaning" the Sewer Fund \$260,000 to assist in balancing the Sewer Fund budget. The need for this transfer is to assist in partially covering the increase in the contribution to the Contentnea Metropolitan Sewerage District (CMSD) for FY 2023-2024. The details of the payback of said loan are outlines in the Sewer Fund budgetary section included below.

Sewer Fund – The total budget for the Sewer Fund is estimated to be **\$3,067,187**.

As you are aware, the Town is a member of the Contentnea Metropolitan Sewerage District (CMSD) and the District performs the treatment function of our sewer system. The Town pays its share comprised of a flow-based formula. The Town's appropriation to CMSD increased to **\$1,487,814**.

There is a loan being made from the Water Fund in the amount of \$260,000 to assist in balancing the Fund budget and covering the increase in the annual contribution to CMSD. The Sewer Fund will pay the Water Fund back over a five (5)-year term at \$52,000 annually.

Storm Water Fund – The total budget for the Storm Water Fund is estimated to be **\$616,180**.

Conclusion:

It is with great stress and caution that Staff presents the **Recommended Annual Budget for FY 2023-2024**. As you know, the cost of doing business continues to rise and as such, it requires us to assess our current revenue streams and adjust accordingly, while simultaneously planning.

Staff has major concerns about the Town's current revenue sources, and we **urge** Council to look toward making upward adjustments in some of these sources in the future or be faced with

the consideration of substantial service adjustments to the citizens. As the Town continues its rapid growth and expansion, there will be increasing pressure on our workforce, equipment and facilities. We, as an organization, talk about these growing pressures during every Budget process and we have arrived at a time where we simply cannot maintain the same path.

The Town is in a very good financial position and I know that each of you desires that it stay that way. Unfortunately, that will result in hard decisions related to revenues needed to cover the ever-increasing cost of doing business. Staff would be remiss if we did not continue to urge a change in the Town's financial direction moving forward. Please know that growth is wonderful, but it comes at a cost which is required to be expended before the additional revenue of such growth is realized.

Thank you and Staff looks forward to answering any questions you may have.

Thank you.

Terri L. Parker

Terri L. Parker
Town Manager

Jessica Manning

Jessica Manning
Finance Director

Anthony Bowers

Anthony Bowers
Assistant Town Manager

User: terri.parker

DB: Winterville

Fund: 10 GENERAL FUND

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
10-0000-00-3110	TAXES CURRENT BUDGET	3,840,098	4,074,070	4,060,037	4,060,037	4,060,037
10-0000-00-3120	TAXES PRIOR YEAR	20,000	13,600	13,655	13,655	13,655
10-0000-00-3130	TAXES 2 PRIOR YEARS	3,500	3,500	5,017	5,017	5,017
10-0000-00-3140	OTHER PRIOR YEARS	3,500	3,500	3,404	3,404	3,404
10-0000-00-3150	TAXES PENALTIES AND INTER	25,000	12,500	12,219	12,219	12,219
10-0000-00-3160	VEHICLE PROPERTY TAXES	624,234	593,353	675,928	675,928	675,928
10-0000-00-3161	VEHICLE TAGS	5,100	5,100	25,807	25,807	25,807
10-0000-00-3165	VEH TAXES COLL. IN ADVANC					
10-0000-00-3170	HEAVY EQUIPMENT TAX					
10-0000-00-3210	LOCAL OPTION SALES TAX	2,992,956	3,035,772	3,611,776	3,611,776	3,611,776
10-0000-00-3220	BUSINESS PRIVILEGE LICENS	500		500	500	500
10-0000-00-3230	SPECIAL ASSESSMENTS					
10-0000-00-3240	BEER AND WINE EXCISE TAX	41,172	41,892	42,625	42,625	42,625
10-0000-00-3310	PAYMENT IN LUE OF TAXES	7,855	7,841	2,221	2,221	2,221
10-0000-00-3319	SOLID WASTE DISPOSAL	337,077	345,960	7,842	7,842	7,842
10-0000-00-3320	UTILITY FRANCHISE TAX	3,660	3,660	363,730	363,730	363,730
10-0000-00-3410	DOT GRANT REIMBURSEMENT	69,000	230,733	3,660	3,660	3,660
10-0000-00-3415	GRANT		51,315			
10-0000-00-3420	MISC GRANT		15,200			
10-0000-00-3425	FEMA FUNDING					
10-0000-00-3426	CARES ACT					
10-0000-00-3427	CONTRIBUTION FROM ARPA GRANT		3,164,984			
10-0000-00-3430	GOLDEN LEAF FOUNDATION	34,616				
10-0000-00-3435	ASSET FORFEITURE FED FUND	2,000	2,000	5,000	5,000	5,000
10-0000-00-3510	ZONING ORDINANCE / AMENDM	2,500	2,500	6,000	6,000	6,000
10-0000-00-3511	SITE PLAN CONST. REVIEW	2,000	2,000			
10-0000-00-3512	STORMWATER REVIEW	3,000	3,000	4,000	4,000	4,000
10-0000-00-3520	SUBDIVISION PLAT REVIEW	2,000	2,000	6,000	6,000	6,000
10-0000-00-3530	ZONING COMPLIANCE CERT	500	500	500	500	500
10-0000-00-3540	CONDITIONAL USE APPLICATI	250	500	500	500	500
10-0000-00-3550	VARIANCE/ZONING APPEAL			1,000	1,000	1,000
10-0000-00-3560	PLANNING DOCUMENTS	595,190				
10-0000-00-3561	LETTER OF CREDIT - SUBDIVISION GA	2,500	2,500			
10-0000-00-3611	UTILITIES SERVICE CHARGE					
10-0000-00-3612	COMMUNITY BUILDING RENT	28,000	28,000	6,450	6,450	6,450
10-0000-00-3634	FIRE INSPECTIONS	1,000	10,100	9,040	9,040	9,040
10-0000-00-3635	USER ACCESS FEE	180,000	179,526	8,960	8,960	8,960
10-0000-00-3636	BUILDING INSP			266,828	266,828	266,828
10-0000-00-3710	INVESTMENT INCOME					
10-0000-00-3805	SALE OF ASSETS	3,500	3,000	2,326	2,326	2,326
10-0000-00-3809	UNAUTHORIZED SUBSTANCE TA	7,000	7,494	5,955	5,955	5,955
10-0000-00-3810	COURT FEES					
10-0000-00-3811	DEBT SERVICE PROCEEDS					
10-0000-00-3819	PMT TRANSACTION FEE					
10-0000-00-3820	MISCELLANEOUS	30,000	57,000	30,000	30,000	30,000
10-0000-00-3821	ELECTRIC FUND CONTRIBUTIO	650,000	650,000	650,000	650,000	650,000
10-0000-00-3822	WATER FUND CONTRIBUTION					
10-0000-00-3823	SEWER FUND CONTRIBUTION					
10-0000-00-3824	CONTRIBUTION FROM RECREAT					
10-0000-00-3829	CONTRIBUTION FOR SERVICES	1,361,996	1,363,639	1,363,639	1,384,606	1,384,606
10-0000-00-3830	GRAVE OPEN/CLOSING	5,000	8,040	6,267	6,267	6,267
10-0000-00-3831	FUND BALANCE APPROPRIATIO	1,066,239	1,685,919			
10-0000-00-3840	CEMETERY PLOTS					
10-0000-00-3850	CORPORATE CONTRIBUTION					
10-0000-00-3860	SANITATION	571,000	577,623	589,934	589,934	589,934
10-0000-00-3861	WINT. EMS RIEMB	164,201	180,388	200,339	200,339	200,339

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
10-0000-00-3862	WINTERVILLE RESCUE RENT	20,580	20,580			
10-0000-00-3863	POLICE EVENT PAY	60,000	60,000			
10-0000-00-3883	SEWER FUND CONT			60,000	60,000	60,000
10-0000-00-3887	COUNTY CONTRIBUTION					
10-0000-00-3888	GUC SERVICE AGREEMENT	22,300	23,597	24,069	24,069	24,069
10-0000-00-3904	INTEREST INCOME	4,000	11,812	313,577	313,577	313,577
10-0000-00-3905	ELECTRIC FACILITIES FEE					
10-0000-00-3906	TELEPHONE DROPS					
10-0000-00-3950	SALE OF CAPITAL ASSET					
Totals for dept 0000-00 -		12,793,024	16,484,698	12,637,730	12,658,697	13,598,069
TOTAL ESTIMATED REVENUES		12,793,024	16,484,698	12,637,730	12,658,697	13,598,069

BEGINNING FUND BALANCE	15,510,405
FUND BALANCE ADJUSTMENTS	5,330
ENDING FUND BALANCE	32,000,433

User: terri.parker

DB: Winterville

Fund: 15 RECREATION FUND

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
15-0000-00-3415	GRANT	14,900	15,000	15,000	15,000	15,000
15-0000-00-3613	CAL RIPKIN	11,600	11,600	11,600	11,600	11,600
15-0000-00-3614	TEE BALL	7,600	7,600	7,600	7,600	7,600
15-0000-00-3615	SOFTBALL ADULT	13,300	13,300	13,300	13,300	13,300
15-0000-00-3616	FOOTBALL	9,450	9,450	9,450	9,450	9,450
15-0000-00-3617	FALL BASEBALL	4,075	4,400	4,400	4,400	4,400
15-0000-00-3618	BABE RUTH BASEBALL	21,500	19,000	19,000	19,000	19,000
15-0000-00-3620	RECREATION PROGRAMS	4,000	4,300	4,300	4,300	4,300
15-0000-00-3621	PAVILION RENTAL	4,000	4,000	1,000	1,000	1,000
15-0000-00-3622	DONATIONS AND SPONSORSHIP	9,200	9,200	9,200	9,200	9,200
15-0000-00-3623	ROOKIE BALL	50,000	52,000	50,000	50,000	50,000
15-0000-00-3624	CONCESSION	967,243	936,670	1,012,453	1,012,453	989,501
15-0000-00-3625	GENERAL FUND TRANSFER					
15-0000-00-3626	REC SUB FEE RESERV ALLOCA					
15-0000-00-3627	RECREATION SUB FEES	64,369				
15-0000-00-3628	FUND RAISING CONTRIBUTION	11,900	12,900	10,900	10,900	10,900
15-0000-00-3632	TOURNAMENT REV	16,000	22,500	22,000	22,000	22,000
15-0000-00-3811	DEBT SERVICE PROCEEDS					
15-0000-00-3831	FUND BALANCE APPROPRIATIO	814	184,653			
15-0000-00-3942	FUND BALANCE CONTRIBUTION					
Totals for dept 0000-00 -		1,209,951	1,306,573	1,190,203	1,190,203	1,167,251
TOTAL ESTIMATED REVENUES		1,209,951	1,306,573	1,190,203	1,190,203	1,167,251
BEGINNING FUND BALANCE		935,165				
ENDING FUND BALANCE		2,145,116	1,361,232			
			2,667,805			

User: terri.parker Fund: 16 POWELL BILL FUND 2023-24 2023-24 2023-24
 DB: Winterville AMENDED BUDGET DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
 AMENDED BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
16-0000-00-3420	MISC GRANT					
16-0000-00-3440	POWELL BILL DISTRIBUTION					
16-0000-00-3831	FUND BALANCE APPROPRIATIO	310,247	308,687	307,231	307,231	307,231
16-0000-00-3884	GENERAL FUND CONT					
16-0000-00-3904	INTEREST INCOME	120				
16-0000-00-3936	INTEREST INCOME					
16-0000-00-3945	CONTRIBUTION FROM STWATER					
Totals for dept 0000-00 -		310,367	308,687	307,231	307,231	307,231
TOTAL ESTIMATED REVENUES		310,367	308,687	307,231	307,231	307,231

BEGINNING FUND BALANCE 479,559
 ENDING FUND BALANCE 788,246

User: terri.parker Fund: 20 HOME HOUSING PROGRAM

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
20-0000-00-3820	MISCELLANEOUS					20,000
20-0000-00-3831	FUND BALANCE APPROPRIATIO					
20-0000-00-3871	GENERAL FUND CONT	20,000		20,000	20,000	
20-0000-00-3884	GENERAL FUND CONT					
20-0000-00-3889	HOME CONSORTIUM FUND					
Totals for dept 0000-00 -		20,000		20,000	20,000	20,000
TOTAL ESTIMATED REVENUES		20,000		20,000	20,000	20,000

BEGINNING FUND BALANCE 49,305
 ENDING FUND BALANCE 69,305

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
60-0000-00-3415	GRANT					
60-0000-00-3425	FEMA FUNDING					
60-0000-00-3611	UTILITIES SERVICE CHARGE	40,000	55,000	76,225	76,225	76,225
60-0000-00-3811	DEBT SERVICE PROCEEDS					
60-0000-00-3831	FUND BALANCE APPROPRIATIO	3,108,223	3,509,356	6,730,560	6,730,560	1,343,905
60-0000-00-3901	ELECTRIC SALES	6,480,317	6,663,921	6,730,560	6,730,560	6,730,560
60-0000-00-3902	CONNECTION FEES	88,045	28,000	60,000	60,000	60,000
60-0000-00-3904	INTEREST INCOME	3,232	3,000	358,580	358,580	358,580
60-0000-00-3907	RETAINED EARNINGS					
60-0000-00-3908	CONTRIB FOR METERING DIV	89,500	127,000	107,500	107,500	107,500
60-0000-00-3909	MISCELLANEOUS		3,000			
60-0000-00-3910	MUNICIPAL STREET LIGHT					
60-0000-00-3911	EL SALES TAX	453,622	466,474	471,135	471,135	471,135
60-0000-00-3912	NC RENEWABLE ENERGY CREDI					
Totals for dept 0000-00 -		10,262,939	10,855,751	7,804,000	7,804,000	9,147,905
TOTAL ESTIMATED REVENUES						
		10,262,939	10,855,751	7,804,000	7,804,000	9,147,905
BEGINNING FUND BALANCE						
		836,342	(46,333)			
FUND BALANCE ADJUSTMENTS		86,726	(4,675)			
ENDING FUND BALANCE		11,186,007	10,804,743			

User: terri.parker Fund: 61 WATER FUND 2021-22 2022-23 2023-24 2023-24 2023-24
 DB: Winterville AMENDED BUDGET AMENDED BUDGET DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
61-0000-00-3415	GRANT					
61-0000-00-3611	UTILITIES SERVICE CHARGE					
61-0000-00-3633	DEVELOPER CONTRIBUTION					
61-0000-00-3811	DEBT SERVICE PROCEEDS					
61-0000-00-3820	MISCELLANEOUS					
61-0000-00-3831	FUND BALANCE APPROPRIATIO	121,799	142,359	18,600	18,600	321,011
61-0000-00-3883	SEWER FUND CONT		18,600	104,945	104,945	18,600
61-0000-00-3904	INTEREST INCOME	870				104,945
61-0000-00-3919	SYSTEM DEVELOPMENT FEE					
61-0000-00-3921	WATER SALES	1,501,922	1,551,029	1,566,538	1,566,538	1,566,538
61-0000-00-3922	CONNECTION FEES	27,000	15,000	20,000	20,000	20,000
61-0000-00-3923	INTEREST INCOME					
61-0000-00-3924	SEWER FUND TRANS FOR SERV					
61-0000-00-3925	ANNUAL DEBT PMT CC SCHOOL	9,950	9,950	9,950	9,950	9,950
61-0000-00-3926	METER PURCHASE			15,000	15,000	15,000
61-0000-00-3935	RETAINED EARNINGS					
61-0000-00-3946	CONT FROM CIP					
Totals for dept 0000-00 -		1,661,541	1,736,938	1,735,033	1,735,033	2,056,044
TOTAL ESTIMATED REVENUES		1,661,541	1,736,938	1,735,033	1,735,033	2,056,044

2,732,059	BEGINNING FUND BALANCE					
149,946	FUND BALANCE ADJUSTMENTS					
4,543,546	ENDING FUND BALANCE	2,794,172	4,531,110			

User: terri.parker Fund: 62 SEWER FUND 2021-22 2022-23 2023-24 2023-24 2023-24
 DB: Winterville AMENDED BUDGET AMENDED BUDGET DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
62-0000-00-3415	GRANT					
62-0000-00-3420	MISC GRANT					
62-0000-00-3425	FEMA FUNDING					
62-0000-00-3811 *	DEBT SERVICE PROCEEDS			150,000		150,000
62-0000-00-3820	MISCELLANEOUS					
62-0000-00-3826	CONTRIBUTION FROM WATER					
62-0000-00-3831	FUND BALANCE APPROPRIATIO	251,504	542,250	124,460		260,000
62-0000-00-3904	INTEREST INCOME	290			124,460	124,460
62-0000-00-3919	SYSTEM DEVELOPMENT FEE					
62-0000-00-3931	SEWER CHARGES	2,319,610	2,337,354	2,360,727	2,360,727	2,360,727
62-0000-00-3932	TAPPING FEES					
62-0000-00-3933	B&WC REVENUE	170,000	165,000	172,000		172,000
62-0000-00-3934	SEWER SYS IMPROVEMENT FEE	23,500				
62-0000-00-3935	RETAINED EARNINGS					
62-0000-00-3936	INTEREST INCOME					
62-0000-00-3937	TRANSFER FROM ELECT FUND					
62-0000-00-3938	DEVELOPER CONTRIBUTION					
62-0000-00-3945	CONTRIBUTION FROM STWATER					
62-0000-00-3946	CONT FROM CIP					
Totals for dept 0000-00 -		2,764,904	3,044,604	2,657,187	2,807,187	3,067,187

* NOTES TO BUDGET: DEPARTMENT 0000-00

3811	DEBT SERVICE PROCEEDS					
FOOTNOTE AMOUNTS:						
PROCEEDS FROM WATER FUND TO BE REPAID OVER 5 YEARS @ \$52,000						
						260,000
TOTAL ESTIMATED REVENUES		2,764,904	3,044,604	2,657,187	2,807,187	3,067,187

BEGINNING FUND BALANCE (4,940,228)
 FUND BALANCE ADJUSTMENTS (901,511)
 ENDING FUND BALANCE (3,076,835)

(6,002,577)
 (2,957,973)

User: terri.parker Fund: 63 STORMWATER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
ESTIMATED REVENUES						
Dept 0000-00						
63-0000-00-3420	MISC GRANT		15,000			
63-0000-00-3710	INVESTMENT INCOME					
63-0000-00-3820	MISCELLANEOUS	12,174	37,061			
63-0000-00-3831	FUND BALANCE APPROPRIATIO	16,534				
63-0000-00-3871	GENERAL FUND CONT					
63-0000-00-3904	INTEREST INCOME	310		90,630	90,630	90,630
63-0000-00-3942	FUND BALANCE CONTRIBUTION					
63-0000-00-3943	STORMWATER BILLINGS	509,620	520,347	525,550	525,550	525,550
63-0000-00-3944	CONTRIB FROM POWELL BILL					
63-0000-00-3946	CONT FROM CIP					
Totals for dept 0000-00 -		538,638	572,408	616,180	616,180	616,180

Fund: 63 STORMWATER FUND

User: terri.parker

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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ESTIMATED REVENUES

Dept 7410-00 - ADMINISTRATION
63-7410-00-3904 INTEREST INCOME
Totals for dept 7410-00 - ADMINISTRATION

TOTAL ESTIMATED REVENUES		538,638	572,408	616,180	616,180	616,180
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BEGINNING FUND BALANCE
ENDING FUND BALANCE

630,480
1,169,118

833,513
1,405,921

ESTIMATED REVENUES - ALL FUNDS
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS

29,561,364
29,561,364

34,309,659
34,309,659

27,138,531
27,138,531

29,979,867
29,979,867

BEGINNING FUND BALANCE - ALL FUNDS
FUND BALANCE ADJUSTMENTS - ALL FUNDS
ENDING FUND BALANCE - ALL FUNDS

14,661,385
(709,401)
43,513,348

14,999,275
655
49,309,589

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4110-00 -	TOWN COUNCIL					
10-4110-00-4120	SALARIES AND WAGES	57,000	61,275	65,871	66,789	66,789
10-4110-00-4126	FICA EXPENSE	3,591	4,749	5,039	5,109	5,109
10-4110-00-4127	INSURANCE EXPENSE	120	120	120	120	120
10-4110-00-4221	PROFESSION DEVELOP-EDUCAT	10,000	12,560	14,000	14,000	14,000
10-4110-00-4222	TRAVEL-MEALS, LODGING, MILE	20,000	24,954	30,000	30,000	30,000
10-4110-00-4223	POSTAGE & TELEPHONE					
10-4110-00-4230	SUPPLIES & MATERIALS	500	1,000	2,000	2,000	2,000
10-4110-00-4234	DUES & SUBSCRIPTIONS	17,000	18,450	20,000	20,000	20,000
10-4110-00-4266	COMPUTER					
10-4110-00-4314	CAPITAL IMPROVEMENTS					
Totals for dept 4110-00 - TOWN COUNCIL		108,211	123,108	137,030	138,018	138,018

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4120-00 -	ADMINISTRATION					
10-4120-00-4120	SALARIES AND WAGES	437,559	510,423	469,283	475,831	475,831
10-4120-00-4121	OVERTIME	2,500	2,500	2,500	2,500	2,500
10-4120-00-4122	LONGEVITY	2,000	6,130	6,240	6,078	6,078
10-4120-00-4126	FICA EXPENSE	34,954	39,699	36,619	37,116	37,116
10-4120-00-4127	INSURANCE EXPENSE	109,439	126,434	82,133	82,133	82,133
10-4120-00-4130	RETIREMENT	50,900	56,968	61,702	62,540	62,540
10-4120-00-4131	RETIREE INSURANCE					
10-4120-00-4170	401(K) RETIREMENT	22,423	23,541	23,934	24,259	24,259
10-4120-00-4221	PROFESSION DEVELOP-EDUCAT	5,000	6,000	6,000	6,000	6,000
10-4120-00-4222	TRAVEL-MEALS, LODGING,MILE	7,500	8,031	8,000	8,000	8,000
10-4120-00-4223	POSTAGE & TELEPHONE	500	500	500	500	500
10-4120-00-4225	MAINT & REPAIR-EQUIPMENT					
10-4120-00-4230	SUPPLIES & MATERIALS	6,500	7,000	7,000	7,000	7,000
10-4120-00-4234	DUES & SUBSCRIPTIONS	5,000	7,030	5,500	5,500	5,500
10-4120-00-4260	DEPARTMENTAL IMPROVEMENTS					
10-4120-00-4261	ADVERTISING	2,000	2,000	2,000	2,000	2,000
10-4120-00-4266	COMPUTER					
10-4120-00-4289	CAR ALLOWANCE					
10-4120-00-7150	CAPITAL OUTLAY ACCOUNT	28,100	29,067			
Totals for dept 4120-00 - ADMINISTRATION		714,375	825,323	711,411	719,457	719,457

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4120-01 - FINANCE						
10-4120-01-4120	SALARIES AND WAGES	408,711	404,747	451,951	458,258	458,258
10-4120-01-4121	OVERTIME	3,200	3,200	3,200	3,200	3,200
10-4120-01-4122	LONGEVITY	6,710	5,788	5,593	6,015	6,015
10-4120-01-4126	FICA EXPENSE	33,479	32,083	35,297	35,825	35,825
10-4120-01-4127	INSURANCE EXPENSE	120,916	142,810	135,950	135,950	135,950
10-4120-01-4130	RETIREMENT	49,031	48,974	59,475	60,364	60,364
10-4120-01-4170	401(K) RETIREMENT	21,600	20,237	23,070	23,415	23,415
10-4120-01-4221	PROFESSION DEVELOP-EDUCAT	2,400	3,000	3,100	3,100	3,100
10-4120-01-4222	TRAVEL-MEALS, LODGING,MILE	1,800	1,900	2,200	2,200	2,200
10-4120-01-4223	POSTAGE & TELEPHONE	850	850	900	900	900
10-4120-01-4225	MAINT & REPAIR-EQUIPMENT	500	500	500	500	500
10-4120-01-4226	MAINT & REPAIR-VEHICLE	1,000	1,000	1,000	1,000	1,000
10-4120-01-4227	FUEL (VEHICLES)	400	400	400	400	400
10-4120-01-4230	SUPPLIES & MATERIALS	14,500	10,000	10,000	10,000	10,000
10-4120-01-4233 *	CONTRACTED SERVICES	131,995	134,200	136,050	136,050	136,050
10-4120-01-4234	DUES & SUBSCRIPTIONS	1,340	1,540	1,500	1,500	1,500
10-4120-01-4260	DEPARTMENTAL IMPROVEMENTS					
10-4120-01-4261	ADVERTISING	2,800	2,800	2,800	2,800	2,800
10-4120-01-4290	CREDIT CARD	70,000	20,000	22,000	22,000	22,000
10-4120-01-5132 *	DEBT SERVICE EXPENSE	70,152	71,470	72,812	72,812	72,812
10-4120-01-5133 *	INTEREST EXPENSE	9,185	7,867	6,525	6,525	6,525
10-4120-01-7150	CAPITAL OUTLAY ACCOUNT	310,700	129,910			
Totals for dept 4120-01 - FINANCE		1,261,269	1,043,276	974,323	982,814	982,814

* NOTES TO BUDGET: DEPARTMENT 4120-01 FINANCE

4233	CONTRACTED SERVICES	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:	FOOTNOTE AMOUNTS:
	TAX BILL PRINTING	4,000	4,000	4,000	4,000
	PITNEY BOWES	2,100	2,100	2,100	2,100
	UTILITY BILLING	15,000	15,000	15,000	15,000
	AUDIT	38,200	38,200	38,200	38,200
	CAFR	7,500	7,500	7,500	7,500
	ACTUARIAL STUDY	5,400	5,400	5,400	5,400
	BANKING SERVICES	6,000	6,000	6,000	6,000
	ONLINE COLLECTIONS	3,600	3,600	3,600	3,600
	DEBTBOOK SOFTWARE	4,500	4,500	4,500	4,500
	EZ SCAN	1,500	1,500	1,500	1,500
	EXECUTIVE	13,250	13,250	13,250	13,250
	BS&A ANNUAL MAINTENANCE	35,000	35,000	35,000	35,000
	ACCOUNT '4233', TOTAL	136,050	136,050	136,050	136,050

5132 DEBT SERVICE EXPENSE

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 REQUESTED BUDGET	DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS
Dept 4120-01 - FINANCE

	FOOTNOTE AMOUNTS:	64,010		64,010		64,010
	BS&A SOFTWARE					
	FOOTNOTE AMOUNTS:	8,803		8,803		8,803
	NISSAN PATHFINDER					
	ACCOUNT '5132' TOTAL	72,812		72,812		72,813
5133	INTEREST EXPENSE					
	FOOTNOTE AMOUNTS:	6,385		6,385		6,385
	BS&A SOFTWARE					
	FOOTNOTE AMOUNTS:	139		139		139
	NISSAN PATHFINDER					
	ACCOUNT '5133' TOTAL	6,524		6,524		6,524
	DEPT '4120-01' TOTAL	215,387		215,387		215,387

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4120-03 -	HUMAN RESOURCES					
10-4120-03-4120	SALARIES AND WAGES		80,625	80,625	81,750	81,750
10-4120-03-4122	LONGEVITY		100	100	100	100
10-4120-03-4126	FICA EXPENSE		6,248	6,168	6,254	6,254
10-4120-03-4127	INSURANCE EXPENSE		21,110	21,556	21,556	21,556
10-4120-03-4130	RETIREMENT	79,426	9,756	10,393	10,538	10,538
10-4120-03-4131	RETIREE INSURANCE		79,500	80,000	80,000	80,000
10-4120-03-4170	401(K) RETIREMENT		4,031	4,031	4,088	4,088
10-4120-03-4185	UNEMPLOYMENT INS RES CONT	1,200	5,000	5,000	5,000	5,000
10-4120-03-4221	PROFESSION DEVELOP-EDUCAT	500	1,500	2,000	2,000	2,000
10-4120-03-4222	TRAVEL-MEALS, LODGING,MILE	6,269	1,000	1,500	1,500	1,500
10-4120-03-4230	SUPPLIES & MATERIALS	500	6,988	7,000	7,000	7,000
10-4120-03-4231	UNIFORMS & SHOES	22,600	1,000	500	500	500
10-4120-03-4233	CONTRACTED SERVICES	145	9,600	10,000	10,000	10,000
10-4120-03-4234	DUES & SUBSCRIPTIONS	3,000	1,000	1,000	1,000	1,000
10-4120-03-4261	ADVERTISING	14,000	3,000	3,500	3,500	3,500
10-4120-03-5108	EMPLOYEE APPRECIATION EVT	500	15,000	20,000	20,000	20,000
10-4120-03-5123	EAP/WEELLNESS PROGRAM	500	500	500	500	500
10-4120-03-5125	TUITION REIMBURSEMENT	25,000	1,000	1,000	1,000	1,000
10-4120-03-9116	CONT TO OPEB RESERVE ACCT	153,640	25,000	25,000	25,000	25,000
Totals for dept 4120-03 - HUMAN RESOURCES		271,958	279,873	281,286	281,286	281,286

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4120-04 -	INFORMATION TECHNOLOGY					
10-4120-04-4120	SALARIES AND WAGES					
10-4120-04-4121	OVERTIME					
10-4120-04-4122	LONGEVITY					
10-4120-04-4126	FICA EXPENSE					
10-4120-04-4127	INSURANCE EXPENSE					
10-4120-04-4130	RETIREMENT					
10-4120-04-4170	401(K) RETIREMENT					
10-4120-04-4221	PROFESSION DEVELOP-EDUCAT					
10-4120-04-4222	TRAVEL-MEALS, LODGING,MILE					
10-4120-04-4223	POSTAGE & TELEPHONE					
10-4120-04-4224	OFFICE SUPPLIES	1,000	1,000	1,000	1,000	1,000
10-4120-04-4225	MAINT & REPAIR-EQUIPMENT	1,500	1,500	1,500	1,500	1,500
10-4120-04-4227	MAINT & REPAIR-VEHICLE					
10-4120-04-4227	FUEL (VEHICLES)					
10-4120-04-4230	SUPPLIES & MATERIALS	2,000	2,000	2,000	2,000	2,000
10-4120-04-4231	UNIFORMS & SHOES					
10-4120-04-4233	CONTRACTED SERVICES	453,731	547,639	450,000	450,000	450,000
10-4120-04-4234	DUES & SUBSCRIPTIONS	4,000	5,000	5,000	5,000	5,000
10-4120-04-4260	DEPARTMENTAL IMPROVEMENTS					
10-4120-04-4266	COMPUTER					
10-4120-04-4267	SMALL EQUIPMENT	5,000	7,500	5,000	5,000	5,000
10-4120-04-4268	VEHICLE LEASE					
10-4120-04-7150 *	CAPITAL OUTLAY ACCOUNT	4,822	564,639	42,903	42,903	42,903
Totals for dept 4120-04 - INFORMATION TECHNOLOGY		472,053	564,639	507,403	507,403	507,403

* NOTES TO BUDGET: DEPARTMENT 4120-04 INFORMATION TECHNOLOGY

7150	CAPITAL OUTLAY ACCOUNT	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
	FOOTNOTE AMOUNTS:			
	PROTECT SHIELD (RECURRING)	26,784	26,784	26,784
	FOOTNOTE AMOUNTS:			
	2008/2012 SERVER UPGRADE (ONE-TIME)	2,098	2,098	2,098
	FOOTNOTE AMOUNTS:			
	SHAREPOINT PRNTR PLAN (RECURRING)	1,157	1,157	1,157
	FOOTNOTE AMOUNTS:			
	SHAREPOINT DATE MIGRATION (ONE-TIME)	9,750	9,750	9,750
	FOOTNOTE AMOUNTS:			
	ONE DRIVE USER MIGRATION (ONE-TIME)	695	695	695
	FOOTNOTE AMOUNTS:			
	ONE DRIVE USER MIGRATION (ONE-TIME)	3,360	3,360	3,360
	FOOTNOTE AMOUNTS:			
	CRADLEPOINT 4G ROUTERS (BACKUPS) (O-T)	43,844	43,844	43,844
	ACCOUNT '7150', TOTAL	43,844	43,844	43,844
	DEPT '4120-04', TOTAL	43,844	43,844	43,844

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4130-00 - PLANNING						
10-4130-00-4120	SALARIES AND WAGES	80,977	86,954	168,956	171,313	171,313
10-4130-00-4122	LONGEVITY	100	300	400	400	400
10-4130-00-4126	FICA EXPENSE	6,284	6,764	12,958	13,139	13,139
10-4130-00-4127	INSURANCE EXPENSE	36,015	38,487	51,334	51,334	51,334
10-4130-00-4130	RETIREMENT	9,203	10,560	21,834	22,139	22,139
10-4130-00-4170	401(K) RETIREMENT	3,870	4,170	8,276	8,392	8,392
10-4130-00-4221	PROFESSION DEVELOP-EDUCAT	950	950	950	950	950
10-4130-00-4222	TRAVEL-MEALS, LODGING,MILE	1,950	1,950	1,450	1,450	1,450
10-4130-00-4223	POSTAGE & TELEPHONE	600	600	600	600	600
10-4130-00-4225	MAINT & REPAIR-EQUIPMENT	250	250	250	250	250
10-4130-00-4226	MAINT & REPAIR-VEHICLE	250	250	250	250	250
10-4130-00-4227	FUEL (VEHICLES)	500	500	500	500	500
10-4130-00-4230	SUPPLIES & MATERIALS	300	300	300	300	300
10-4130-00-4233	CONTRACTED SERVICES	8,921	4,500	5,000	5,000	5,000
10-4130-00-4234	DUES & SUBSCRIPTIONS	575	575	600	600	600
10-4130-00-4259	PART TIME EMPLOYEE					
10-4130-00-4260	DEPARTMENTAL IMPROVEMENTS					
10-4130-00-4261	ADVERTISING	5,000	5,000	5,000	5,000	5,000
10-4130-00-4262	GIS MAPPING					
10-4130-00-4266	COMPUTER					
10-4130-00-4291	RECORDING FEES	600	600	300	300	300
10-4130-00-5128	OPERATING LEASE					
10-4130-00-7150	CAPITAL OUTLAY ACCOUNT					
10-4130-00-9106	CONTR TO VEH REPL RENT					
Totals for dept 4130-00 - PLANNING		156,345	162,710	278,958	281,917	281,917

User: terri.parker Fund: 10 GENERAL FUND 2021-22 2022-23 2023-24 2023-24 2023-24
 DB: Winterville AMENDED BUDGET AMENDED BUDGET DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
 BUDGET BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4260-00 -	PUBLIC BUILDINGS					
10-4260-00-4120	SALARIES AND WAGES			31,200	34,008	34,008
10-4260-00-4121	OVERTIME					
10-4260-00-4122	LONGEVITY					
10-4260-00-4126	FICA EXPENSE			2,574	2,610	2,610
10-4260-00-4127	INSURANCE EXPENSE					
10-4260-00-4130	RETIREMENT			4,337	4,397	4,397
10-4260-00-4170	401(K) RETIREMENT					
10-4260-00-4225	MAINT & REPAIR-EQUIPMENT	5,000	7,000	7,000	7,000	7,000
10-4260-00-4228 *	UTILITIES	130,000	147,000	151,000	151,000	151,000
10-4260-00-4230	SUPPLIES & MATERIALS	9,500	9,500	15,000	15,000	15,000
10-4260-00-4232	ENGINEERING					
10-4260-00-4233	CONTRACTED SERVICES	100,700	99,495	96,700	96,700	96,700
10-4260-00-4239	MAINT & REPAIR-FACILITY	45,178	49,827	50,000	50,000	50,000
10-4260-00-4251	STREET LIGHTS	73,500	70,000	78,000	78,000	78,000
10-4260-00-4253	LANDSCAPING	1,000	3,000	1,000	1,000	1,000
10-4260-00-4254	JANITORIAL SERVICES					
10-4260-00-4255	HVAC CONTRACT					
10-4260-00-4256	PEST CONTROL CONTRACT					
10-4260-00-4257	INTERIOR MAINTENANCE					
10-4260-00-4258	FIRE CALL PAY					
10-4260-00-4260	DEPARTMENTAL IMPROVEMENTS		21,000	20,000	20,000	20,000
10-4260-00-4274	NEW EQUIPMENT					
10-4260-00-4299	BUILDINGS & GROUNDS					
10-4260-00-5132	DEBT SERVICE EXPENSE	283,165	132,961	136,571	136,571	136,571
10-4260-00-5133	INTEREST EXPENSE	36,441	29,236	25,094	25,094	25,094
10-4260-00-7150	CAPITAL OUTLAY ACCOUNT	319,700	360,649	150,000	150,000	150,000
10-4260-00-9107	CONTR TO CAPITAL IMP					
Totals for dept 4260-00 - PUBLIC BUILDINGS		1,004,184	929,668	768,476	771,380	771,380

* NOTES TO BUDGET: DEPARTMENT 4260-00 PUBLIC BUILDINGS

4228 UTILITIES	FOOTNOTE AMOUNTS:	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
	THIS INCLUDES INCREASE BASED ON COST DURING CURRENT FY	151,000	151,000
	DEPT '4260-00' TOTAL	151,000	151,000

User: terri.parker Fund: 10 GENERAL FUND 2023-24 2023-24 2023-24
 DB: Winterville AMENDED BUDGET DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
 AMENDED BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4260-02 -	GROUNDS AND LAWN MAINT					
10-4260-02-4225	MAINT & REPAIR-EQUIPMENT	8,000	8,000	8,000	8,000	8,000
10-4260-02-4229	OSHA	1,000	1,000	1,000	1,000	1,000
10-4260-02-4230	SUPPLIES & MATERIALS	2,000	2,000	2,500	2,500	2,500
10-4260-02-4233 *	CONTRACTED SERVICES	21,000	66,000	70,000	70,000	70,000
10-4260-02-4299	BUILDINGS & GROUNDS					
10-4260-02-7150 *	CAPITAL OUTLAY ACCOUNT					
Totals for dept 4260-02 -	GROUNDS AND LAWN MAINT	32,000	77,000	87,500	87,500	87,500

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

4233 CONTRACTED SERVICES
 ANNUAL HIGHWAY 11 MOWING & TOWN BUILDINGS/LOTS

7150 CAPITAL OUTLAY ACCOUNT
 SKID MOUNT SPRAYER TO RPLACE OUR EXISTING 1998 UNIT THAT HAS FULLFILLED IT'S DUTY

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4310-00 - POLICE						
10-4310-00-4120	SALARIES AND WAGES	1,381,021	1,607,137	1,759,359	1,733,483	1,733,483
10-4310-00-4121	OVERTIME	16,000	20,000	25,000	25,000	25,000
10-4310-00-4122	LONGEVITY	7,300	7,778	9,560	8,362	8,362
10-4310-00-4126	FICA EXPENSE	109,363	114,768	135,115	133,042	133,042
10-4310-00-4127	INSURANCE EXPENSE	370,348	399,246	443,432	443,432	443,432
10-4310-00-4130	RETIREMENT	168,632	192,579	245,074	241,230	241,230
10-4310-00-4170	401(K) RETIREMENT	69,683	73,504	87,277	85,908	85,908
10-4310-00-4221	PROFESSION DEVELOP-EDUCAT	5,000	4,768	6,500	6,500	6,500
10-4310-00-4222	TRAVEL-MEALS, LODGING,MILE	5,000	5,500	6,000	6,000	6,000
10-4310-00-4223	POSTAGE & TELEPHONE	500	500	500	500	500
10-4310-00-4225	MAINT & REPAIR-EQUIPMENT	1,000	1,500	2,000	2,000	2,000
10-4310-00-4226 *	MAINT & REPAIR-VEHICLE	36,200	62,298	65,000	65,000	65,000
10-4310-00-4227	FUEL (VEHICLES)	49,000	60,000	65,000	65,000	65,000
10-4310-00-4230	SUPPLIES & MATERIALS	8,000	10,756	10,000	10,000	10,000
10-4310-00-4231	UNIFORMS & SHOES	13,500	22,503	25,000	25,000	25,000
10-4310-00-4233 *	CONTRACTED SERVICES	55,864	56,742	57,580	57,580	57,580
10-4310-00-4260	DEPARTMENTAL IMPROVEMENTS	3,000	2,500	3,000	3,000	3,000
10-4310-00-4263	AUTH. FORFEITURE ALLOCATI	37,734				
10-4310-00-4264	DRUG INTERDICTION	5,000	5,000	5,000	5,000	5,000
10-4310-00-4265	OFFICER PROCESSING					
10-4310-00-4266	COMPUTER	2,156				
10-4310-00-4267 *	SMALL EQUIPMENT	5,000	8,500	10,000	10,000	10,000
10-4310-00-4268	VEHICLE LEASE	6,900	8,000	7,500	7,500	7,500
10-4310-00-4282	CITIZEN/ REC PROGRAMS	3,000	3,500	3,000	3,000	3,000
10-4310-00-5111	COMMUNITYEXPENSE	5,000	1,500	5,000	5,000	5,000
10-4310-00-6105	ICAC GRANT		51,315			
10-4310-00-7150 *	CAPITAL OUTLAY ACCOUNT	76,136	85,500	91,399	91,399	91,399
10-4310-00-9106	CONTR TO VEH REPL RENT					
10-4310-00-9107	CONTR TO CAPITAL IMP					
10-4310-00-9112	CONTR TO CAPITAL RESERVE					
Totals for dept 4310-00 - POLICE		2,440,337	2,805,394	3,067,296	3,032,936	3,032,936

* NOTES TO BUDGET: DEPARTMENT 4310-00 POLICE

4226 MAINT & REPAIR-VEHICLE
 FOOTNOTE AMOUNTS:
 THE POLICE DEPARTMENT FLEET WILL BE AT ITS LARGEST IN HISTORY WITH ADDED SRO'S AND POTENTIAL NEW EMPLOYEES AS WELL AS PRICES FOR SERVICES HAS RISEN. 65,000 65,000

4233 CONTRACTED SERVICES
 FOOTNOTE AMOUNTS:
 AXON, SOUTHERN SOFTWARE, DCI, XRY, SCHEDULE ANYWHERE, MOTOROLA COUNTY AND SERVICE FEES, 3SI, FINGERPRINT MACHINE 57,580 57,580

4267 SMALL EQUIPMENT
 FOOTNOTE AMOUNTS:
 WITH MORE EMPLOYEES, THIS LINE ITEM IS ACCURATE/ A WEAPON SWAP OUT IS NEEDED FOR GEN 5 GLOCKS 10,000 10,000

7150 CAPITAL OUTLAY ACCOUNT
 FOOTNOTE AMOUNTS:
 91,399 91,399

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS
 Dept 4310-00 - POLICE
 REPLACEMENT OF CAR #7 2013 FORD TAURUS AWD UNMARKED MILEAGE 145946 VIN 1FAHP2MK6EG100825 AND CAR #8 2014 DODGE CHARGER AWD MARKED MILEAGE 91523 VIN 2C3CDXKT4EH364592 IT MAY SEEM WE RECENTLY PURCHASED VEHICLES, BUT THOSE VEHICLES WERE ON ORDER FOR OVER A YEAR AND WE NOT IN LAST YEARS BUDGET. THIS IS IN KEEPING WITH THE PROPOSED FLEET MANAGEMENT PLAN. ALSO, THIS WILL AFFORD THE INCOMING CHIEF A CHOICE TO LEAVE ONE UNMARKED FOR HIS OR HER USE.
 DEPT '4310-00' TOTAL 223,979

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4320-00 - FIRE						
10-4320-00-4120	SALARIES AND WAGES	305,759	903,063	1,051,104	1,065,770	1,065,770
10-4320-00-4121	OVERTIME	5,000	15,000	20,000	20,000	20,000
10-4320-00-4122	LONGEVITY	600	2,000	2,000	2,000	2,000
10-4320-00-4126	FICA EXPENSE	24,054	71,260	82,219	83,366	83,366
10-4320-00-4127	INSURANCE EXPENSE	62,865	294,274	295,408	295,408	295,408
10-4320-00-4130	RETIREMENT	17,442	91,810	115,618	117,231	117,231
10-4320-00-4170	401(K) RETIREMENT	6,329	36,605	43,597	44,205	44,205
10-4320-00-4221 *	PROFESSION DEVELOP-EDUCAT	16,160	19,442	30,942	30,942	30,942
10-4320-00-4222	TRAVEL-MEALS, LODGING,MILE	12,000	14,000	16,654	16,654	16,654
10-4320-00-4223	POSTAGE & TELEPHONE	500	1,000	1,100	1,100	1,100
10-4320-00-4224	OFFICE SUPPLIES	2,500	2,500	4,500	4,500	4,500
10-4320-00-4225 *	MAINT & REPAIR-EQUIPMENT	10,700	9,700	10,670	10,670	10,670
10-4320-00-4226 *	MAINT & REPAIR-VEHICLE	50,600	66,600	67,000	67,000	67,000
10-4320-00-4227	FUEL (VEHICLES)	18,740	23,630	28,099	28,099	28,099
10-4320-00-4230	SUPPLIES & MATERIALS					
10-4320-00-4231 *	UNIFORMS & SHOES	12,220	12,220	17,503	17,503	17,503
10-4320-00-4233 *	CONTRACTED SERVICES	43,769	67,268	48,695	48,695	48,695
10-4320-00-4234	DUES & SUBSCRIPTIONS	15,252	15,252	16,282	16,282	16,282
10-4320-00-4260 *	DEPARTMENTAL IMPROVEMENTS	3,400	3,400	9,850	9,850	9,850
10-4320-00-4268	VEHICLE LEASE					
10-4320-00-4274 *	NEW EQUIPMENT	30,512	70,520	66,700	66,700	66,700
10-4320-00-4294	MEMBER BENEFITS	14,314	24,000	32,248	32,248	32,248
10-4320-00-4295 *	DISPOSABLE SUPPLIES AND M	6,425	7,643	18,500	18,500	18,500
10-4320-00-4296	DRUG TESTING					
10-4320-00-4297	FIRE PREVENTION	1,500	1,500	3,000	3,000	3,000
10-4320-00-5122	INSURANCE & BONDS	36,006	36,006	36,000	36,000	36,000
10-4320-00-5132	DEBT SERVICE EXPENSE	188,349	188,349	188,349	188,349	188,349
10-4320-00-5133	INTEREST EXPENSE	20,106	14,964	9,822	9,822	9,822
10-4320-00-7150 *	CAPITAL OUTLAY ACCOUNT	102,799	218,114	90,799	51,799	51,799
10-4320-00-9107	CONTR TO CAPITAL IMP					
10-4320-00-9112	CONTR TO CAPITAL RESERVE					
Totals for dept 4320-00 - FIRE		1,007,900	2,210,120	2,306,659	2,285,693	2,285,693

* NOTES TO BUDGET: DEPARTMENT 4320-00 FIRE

4221	PROFESSION DEVELOP-EDUCAT					
FOOTNOTE AMOUNTS:						
THIS INCLUDES AN ADDITION FOR EMERGENCY MAANGEMENT TRAINING						
			3,000		3,000	3,000

4225	MAINT & REPAIR-EQUIPMENT					
THIS INCLUDES A 9% INCREASE DUE TO INFLATION						

4226	MAINT & REPAIR-VEHICLE					
FOOTNOTE AMOUNTS:						
THIS REQUEST INCLUDES AN INCREASE AS WE HAVE HAD BA DURING FY 22-23 TO MEET MAINTENANCE NEEDS						
			67,000		67,000	67,000

4231	UNIFORMS & SHOES					
FOOTNOTE AMOUNTS:						
THIS INCLUDES A 15% INCREASE DUE TO INFLATION						
			14,053		14,053	14,053
FOOTNOTE AMOUNTS:						
12 DRESS UNIFORMS						
			3,450		3,450	3,450

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS
 Dept 4320-00 - FIRE

	ACCOUNT '4231' TOTAL	17,503	17,503	17,503	17,503	17,503
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4233	CONTRACTED SERVICES					
	FOOTNOTE AMOUNTS:					
	THIS INCLUDES A 9% INCREASE DUE TO INFLATION	48,695		48,695		48,695

4260	DEPARTMENTAL IMPROVEMENTS					
	FOOTNOTE AMOUNTS:					
	THIS INCLUDES REPLACING OVERHEAD RADIO SPEAKERS IN TRUCK BAY	5,000		5,000		5,000

4274	NEW EQUIPMENT					
	FOOTNOTE AMOUNTS:					
	THIS REQUEST ALLOWS FOR PRICE INCREASES ON BOOTS (35%) AND HELMETS (31%)	8,500		8,500		8,500
	FOOTNOTE AMOUNTS:					
	THIS INCLUDES A REQUEST FOR (8) SETS OF TURNOUT GEAR AND THE PRVIOUS PRICE INCREASE OF (10%)	30,800		30,800		30,800
	FOOTNOTE AMOUNTS:					
	GROUND LADDERS	6,300		6,300		6,300
	FOOTNOTE AMOUNTS:					
	K-12 SAW	1,100		1,100		1,100
	FOOTNOTE AMOUNTS:					
	ACCOUNT '4274' TOTAL	46,700		46,700		46,700

4295	DISPOSABLE SUPPLIES AND M					
	FOOTNOTE AMOUNTS:					
	THIS INCLUDES A 17% INCREASE IN COST	10,000		10,000		10,000
	FOOTNOTE AMOUNTS:					
	THIS INCLUDES 8500 TO REPLACE FOAM THAT CONTAINS PFAS CANCER CAUSING CHEMICALS IN ANTICIPATION OF THE LEGISLATIVE MANDATE	8,500		8,500		8,500
	FOOTNOTE AMOUNTS:					
	ACCOUNT '4295' TOTAL	18,500		18,500		18,500

7150	CAPITAL OUTLAY ACCOUNT					
	FOOTNOTE AMOUNTS:					
	THIS INCLUDES REPLACING HYDRAULIC TOOLS IN MULTI-YEAR REPLACEMENT PROGRAM THAT STARTED IN FY 22-23	65,000		65,000		65,000
	FOOTNOTE AMOUNTS:					
	REPLACEMENT OF RIT PACK	5,500		5,500		5,500
	FOOTNOTE AMOUNTS:					
	BIPOD ATTACHMENT FOR STRUT-CONFINED SPACE/TRENCH RESCUE	5,500		5,500		5,500
	FOOTNOTE AMOUNTS:					
	REPLACEMENT OF THERMAL IMAGER	7,799		7,799		7,799
	FOOTNOTE AMOUNTS:					
	REPLACE FIRE PREVENTION TRAILER	7,000		7,000		7,000
	FOOTNOTE AMOUNTS:					
	ACCOUNT '7150' TOTAL	90,799		90,799		90,799
	DEPT '4320-00' TOTAL	297,197		297,197		297,197

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4330-00 -	EMERGENCY MEDICAL SERVICE					
10-4330-00-4120	SALARIES AND WAGES	87,844	97,033	104,279	105,734	105,734
10-4330-00-4121	OVERTIME	10,000	10,000	10,500	10,500	10,500
10-4330-00-4122	LONGEVITY	200	400	400	400	400
10-4330-00-4126	FICA EXPENSE	7,489	8,212	9,663	9,798	9,798
10-4330-00-4127	INSURANCE EXPENSE	42,664	50,295	52,898	52,898	52,898
10-4330-00-4130	RETIREMENT	11,110	11,901	16,283	16,509	16,509
10-4330-00-4170	401(K) RETIREMENT	4,894	5,367	6,316	6,404	6,404
10-4330-00-4227	FUEL (VEHICLES)					
10-4330-00-4230	SUPPLIES & MATERIALS					
10-4330-00-9112	CONTR TO CAPITAL RESERVE					
Totals for dept 4330-00 - EMERGENCY MEDICAL SERVICE		164,201	183,208	200,339	202,243	202,243

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4380-00 -	ANIMAL CONTROL					
10-4380-00-4120	SALARIES AND WAGES	3,750	4,031			
10-4380-00-4121	OVERTIME					
10-4380-00-4126	FICA EXPENSE	290	320			
10-4380-00-4127	INSURANCE EXPENSE					
10-4380-00-4130	RETIREMENT	425	469			
10-4380-00-4170	401(K) RETIREMENT	188	207			
10-4380-00-4225	MAINT & REPAIR-EQUIPMENT	1,500	341	1,500	1,500	1,500
10-4380-00-4230	SUPPLIES & MATERIALS	2,500		2,500	2,500	2,500
10-4380-00-4233	CONTRACTED SERVICES	4,000		4,000	4,000	4,000
10-4380-00-4260	DEPARTMENTAL IMPROVEMENTS	1,000		1,000	1,000	1,000
10-4380-00-4274	NEW EQUIPMENT	750		750	750	750
10-4380-00-4316	FOOD AND BAIT	500		500	500	500
10-4380-00-4317	CHEMICALS	350		350	350	350
Totals for dept 4380-00 - ANIMAL CONTROL		15,253	5,368	10,600	10,600	10,600

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4380-02 -	MOSQUITO CONTROL					
10-4380-02-4225	MAINT & REPAIR-EQUIPMENT	1,000	1,000	1,000	1,000	1,000
10-4380-02-4229	OSHA	600	600	600	600	600
10-4380-02-4230	SUPPLIES & MATERIALS	1,000	1,000	1,000	1,000	1,000
10-4380-02-4274	NEW EQUIPMENT					
10-4380-02-4317	CHEMICALS	5,245	6,000	6,000	6,000	6,000
Totals for dept 4380-02 - MOSQUITO CONTROL		7,845	8,600	8,600	8,600	8,600

User: terri.parker Fund: 10 GENERAL FUND 2021-22 2022-23 2023-24 2023-24 2023-24
 DB: Winterville AMENDED AMENDED DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
 BUDGET BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4510-02 -	PUBLIC WORKS - OTHER					
10-4510-02-4120	SALARIES AND WAGES	283,839	416,080	439,110	445,237	445,237
10-4510-02-4121	OVERTIME	12,000	12,000	15,000	15,000	15,000
10-4510-02-4122	LONGEVITY	3,529	3,049	3,037	3,550	3,550
10-4510-02-4126	FICA EXPENSE	31,035	33,831	35,075	35,607	35,607
10-4510-02-4127	INSURANCE EXPENSE	136,392	128,590	147,458	147,458	147,458
10-4510-02-4130	RETIREMENT	42,134	48,462	55,636	56,485	56,485
10-4510-02-4170	401(K) RETIREMENT	18,561	20,025	21,581	21,910	21,910
10-4510-02-4221 *	PROFESSION DEVELOP-EDUCAT	1,500	10,000	10,000	10,000	10,000
10-4510-02-4222	TRAVEL-MEALS, LODGING, MILE	1,500	1,500	2,000	2,000	2,000
10-4510-02-4223	POSTAGE & TELEPHONE	800	800	800	800	800
10-4510-02-4225	MAINT & REPAIR-EQUIPMENT	67,500	27,500	30,000	30,000	30,000
10-4510-02-4226	MAINT & REPAIR-VEHICLE	35,000	35,000	35,000	35,000	35,000
10-4510-02-4227	FUEL (VEHICLES)	45,000	65,283	70,000	70,000	70,000
10-4510-02-4229 *	OSHA	2,500	4,500	10,500	10,500	10,500
10-4510-02-4230 *	SUPPLIES & MATERIALS	15,000	15,259	30,000	30,000	30,000
10-4510-02-4231	UNIFORMS & SHOES	15,000	14,000	20,000	20,000	20,000
10-4510-02-4232	ENGINEERING	52,000	65,000	45,000	45,000	45,000
10-4510-02-4233	CONTRACTED SERVICES	6,000	18,000	20,000	20,000	20,000
10-4510-02-4268	VEHICLE LEASE					
10-4510-02-4269	SMALL HAND TOOLS					
10-4510-02-4274	NEW EQUIPMENT					
10-4510-02-5132	DEBT SERVICE EXPENSE	82,385	83,967	85,580	85,580	85,580
10-4510-02-5133	INTEREST EXPENSE	11,731	10,149	8,537	8,537	8,537
10-4510-02-7150 *	CAPITAL OUTLAY ACCOUNT	463,245	246,187	235,000	235,000	235,000
10-4510-02-9106	CONTR TO VEH REPL RENT					
10-4510-02-9107	CONTR TO CAPITAL IMP					
Totals for dept 4510-02 - PUBLIC WORKS - OTHER		1,326,651	1,259,182	1,319,314	1,327,664	1,327,664

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

4221 PROFESSION DEVELOP-EDUCAT
 FOOTNOTE AMOUNTS:
 CDL REGULATIONS NOW REQUIRE EACH EMPLOYEE TO TAKE A WEEK LONG COURSE TO OBTAIN A LICENSE AND THE COST OF THAT COURSE IS \$2700 PER EMPLOYEE FOR A CLASS B. 10,000 10,000

4229 OSHA
 PUBLIC WORKS BARRICADES NEED TO BE UPDATED TO NEW STANDARD COMPLIANT CLASS III AND IV BARRICADES 85,580 85,580

4230 SUPPLIES & MATERIALS
 DUE TO NATIONAL ECONOMIC FACTORS MATERIAL COST HAVE INCREASED SIGNIFICANTLY 8,537 8,537

7150 CAPITAL OUTLAY ACCOUNT
 THE PUBLIC WORKS SUPERINTENDENT IS N NEED OF A PICK UP TRUCK SO HIS SERVICE BODY TRUCK CAN BE DISTRIBUTED TO STAFF.
 KNUCKLE BOOM #170 IS IN NEED OF REPLACEMENT AS THE ENGINE HAS BLOWN DUE TO IT HAVING THE MAX FORCE ENGINE THAT IS A KNOWN ISSUE. ALONG WITH THE OTHER MECHANICAL ISSUES IT IS NOT WORTH REPAIRING AS IT HAS BEEN A PROBLEM SINCE IT WAS BOUGHT.
 FOOTNOTE AMOUNTS: 35,000 35,000
 FORD RANGER - AB
 FOOTNOTE AMOUNTS: 200,000 200,000
 KNUCKLE BOOD TRUCK
 ACCOUNT '7150' TOTAL 235,000 235,000

BUDGET REPORT FOR TOWN OF WINTERVILLE
 Fund: 10 GENERAL FUND

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS

Dept 4510-02 - PUBLIC WORKS - OTHER						
DEPT '4510-02' TOTAL		10,000		245,000	245,000	245,000

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4710-00 - SANITATION		553,000	667,300	700,000	700,000	700,000
10-4710-00-4233 CONTRACTED SERVICES		553,000	667,300	700,000	700,000	700,000
Totals for dept 4710-00 - SANITATION		553,000	667,300	700,000	700,000	700,000

User: terri.parker Fund: 10 GENERAL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 9500-00 -	NON-DEPARTMENTAL					
10-9500-00-4127	INSURANCE EXPENSE	52,000	70,948	65,000	65,000	65,000
10-9500-00-4223	POSTAGE & TELEPHONE		2,000	2,000	2,000	2,000
10-9500-00-4232	ENGINEERING					
10-9500-00-4233	CONTRACTED SERVICES	100,000				
10-9500-00-4235	FEMA	(13,300)				
10-9500-00-4250	CONTINGENCY					
10-9500-00-4260	DEPARTMENTAL IMPROVEMENTS					
10-9500-00-4261	ADVERTISING	4,000	2,000	2,000	2,000	2,000
10-9500-00-5101 *	CIVIC CONTRIB	101,680	90,000	134,500	134,500	134,500
10-9500-00-5102	WATERMELON FEST TOWN EXP	11,000	11,000	11,000	11,000	11,000
10-9500-00-5103	URGENT REPAIR PROGRAM					
10-9500-00-5104	CHRISTMAS PARADE	10,000	10,000	10,000	10,000	10,000
10-9500-00-5105	MUNICIPAL ELECTIONS	23,400				
10-9500-00-5107	LEGAL SERVICES	75,000	135,190	136,000	136,000	136,000
10-9500-00-5109	SHEPPARD LIBRARY	165,300	168,400	171,768	171,768	171,768
10-9500-00-5110	ASSEMBLY ROOM IMPROVEMENT					
10-9500-00-5111	COMMUNITYEXPENSE	16,300	21,699	21,000	21,000	21,000
10-9500-00-5112	COMMUNITY ROOM SUPPLIES	2,000		2,000	2,000	2,000
10-9500-00-5113	TOWN CODE CODIFICATION	4,000	4,760	5,000	5,000	5,000
10-9500-00-5114	CEMETERY OPEN/CLOSE	15,000	7,905	15,000	15,000	15,000
10-9500-00-5116	SALARY INCREASE W/FRINGE					
10-9500-00-5117	GRAPHICS					
10-9500-00-5118	YOUTH COUNCIL	4,000	4,000	4,000	4,000	4,000
10-9500-00-5119	CIVICS EDUCATION	5,000	5,000	5,000	5,000	5,000
10-9500-00-5120	WEB SITE					
10-9500-00-5121	SUBDIVISION LOC RES EXP	595,190				
10-9500-00-5122	INSURANCE & BONDS	250,000				
10-9500-00-5124	WINTERVILLE MAGAZINE	3,000	242,905	245,000	245,000	245,000
10-9500-00-5126	CSX CROSSING MAINTENANCE	15,000	3,000	3,000	3,000	3,000
10-9500-00-5128	OPERATING LEASE		15,000	15,000	15,000	15,000
10-9500-00-5129	EMER OP CTR SUPPLIES	300	500	500	500	500
10-9500-00-5134	ORG AND MGMT STUDY					
10-9500-00-5135	ECONOMIC DEVELOPMENT	15,000	15,795	15,000	15,000	15,000
10-9500-00-6104	DOWNTOWN FACADE PROGRAM	10,000	10,000	10,000	10,000	10,000
10-9500-00-7150	CAPITAL OUTLAY ACCOUNT					
10-9500-00-9105	CONTR TO VEH REPL DEBT					
10-9500-00-9107	CONTR TO CAPITAL IMP					
10-9500-00-9108	CONTR TO FIRE DEPT FUND					
10-9500-00-9109	TRANSFER TO STORMWATER FD					
10-9500-00-9110	TRANSFER TO RECREATION FD					
10-9500-00-9111	TRANSFER TO FIRE GRANT FD	967,243	3,164,984	1,012,457	1,012,457	989,501
10-9500-00-9114	TRANSFER TO URGENT REP FUND	578,987	100,461	20,000	20,000	
10-9500-00-9115	CONTR TO POWELL BILL	20,000				
Totals for dept 9500-00 - NON-DEPARTMENTAL		3,030,100	5,022,217	1,905,225	1,905,225	1,862,269

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

5101	CIVIC CONTRIB					
	FOOTNOTE AMOUNTS:					
	BOYS & GIRLS CLUB			20,000	20,000	20,000
	FOOTNOTE AMOUNTS:					
	PITT COUNTY COUNCIL ON AGING			6,500	6,500	6,500
	FOOTNOTE AMOUNTS:					
	PITT COUNTY GIRLS SOFTBALL			18,000	18,000	18,000

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 9500-00 - NON-DEPARTMENTAL						
	FOOTNOTE AMOUNTS:			15,000	15,000	15,000
	REBUILDING TOGETHER					
	FOOTNOTE AMOUNTS:			20,000	20,000	20,000
	WINTERVILLE CHAMBER OF COMMERCE					
	(IN-KIND SERVICES \$1,100)					
	WINTERVILLE HISTORIC AND ARTS SOCIETY					
	DEPOT (IN-KIND SERVICES \$7,150)					
	WINTERVILLE HISTORIC AND ARTS SOCIETY					
	ANGE HOUSE (IN-KIND SERVICES \$5775)					
	FOOTNOTE AMOUNTS:			5,000	5,000	5,000
	WINTERVILLE SENIOR CITIZENS CLUB					
	FOOTNOTE AMOUNTS:			50,000	50,000	50,000
	WINTERVILLE WATERMELON FESTIVAL					
	ACCOUNT '5101' TOTAL			134,500	134,500	134,500
	DEPT '9500-00' TOTAL			134,500	134,500	134,500
TOTAL APPROPRIATIONS		12,793,024	16,484,698	13,657,595	13,641,025	13,598,069

BEGINNING FUND BALANCE 15,510,405
 FUND BALANCE ADJUSTMENTS 5,330
 ENDING FUND BALANCE 1,377,639 (968,963)

User: terri.parker

DB: Winterville

Fund: 15 RECREATION FUND

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 6010-00 -	PARKS AND RECREATION					
15-6010-00-4120	SALARIES AND WAGES	263,434	300,488	337,023	336,275	336,275
15-6010-00-4121	OVERTIME	14,000	14,000	16,000	16,000	16,000
15-6010-00-4122	LONGEVITY	1,155	1,200	1,200	700	700
15-6010-00-4126	FICA EXPENSE	24,139	26,103	27,197	27,118	27,118
15-6010-00-4127	INSURANCE EXPENSE	96,059	70,603	97,241	97,241	97,241
15-6010-00-4129	PAYROLL ACCRUAL EXPENSE					
15-6010-00-4130	RETIREMENT	28,459	33,047	37,325	37,775	37,775
15-6010-00-4170	401(K) RETIREMENT	12,537	13,656	14,478	14,653	14,653
15-6010-00-4221	PROFESSION DEVELOP-EDUCAT	2,360	2,375	3,000	3,000	3,000
15-6010-00-4222	TRAVEL-MEALS, LODGING,MILE	3,680	2,100	3,800	3,800	3,800
15-6010-00-4223	POSTAGE & TELEPHONE	2,300	2,550	1,250	1,250	1,250
15-6010-00-4224	OFFICE SUPPLIES	1,550	1,550	1,150	1,150	1,150
15-6010-00-4225	MAINT & REPAIR-EQUIPMENT	7,400	8,741	7,400	7,400	7,400
15-6010-00-4227	FUEL (VEHICLES)	6,000	7,000	7,000	7,000	7,000
15-6010-00-4228	UTILITIES	55,000	55,000	55,000	55,000	55,000
15-6010-00-4230	SUPPLIES & MATERIALS	19,000	17,000	18,000	17,000	17,000
15-6010-00-4232	ENGINEERING		5,000	5,000	5,000	5,000
15-6010-00-4233 *	CONTRACTED SERVICES	3,160	3,400	108,000	108,000	108,000
15-6010-00-4234	DUES & SUBSCRIPTIONS	1,840	1,650	1,500	1,500	1,500
15-6010-00-4239	MAINT & REPAIR-FACILITY	51,000	57,950	44,000	40,000	40,000
15-6010-00-4250	CONTINGENCY					
15-6010-00-4259	PART TIME EMPLOYEE					
15-6010-00-4260	DEPARTMENTAL IMPROVEMENTS	11,000	12,000	11,000	8,000	8,000
15-6010-00-4268	VEHICLE LEASE					
15-6010-00-4274	NEW EQUIPMENT	19,300	27,300	27,300	22,000	22,000
15-6010-00-4275	CAL RIPKEN EXP	25,600	29,500	29,500	29,500	29,500
15-6010-00-4276	ROOKIE BALL	12,400	15,750	15,750	15,750	15,750
15-6010-00-4277	BABE RUTH BASEBALL					
15-6010-00-4278	TEE BALL	8,500	10,900	10,900	10,900	10,900
15-6010-00-4279	SOFTBALL	7,350	7,950	7,950		
15-6010-00-4280	FOOTBALL	19,150	27,392	24,250	24,250	24,250
15-6010-00-4281	TOURNAMENT EXPENDITURE	12,300	14,000	13,000	12,000	12,000
15-6010-00-4282	CITIZEN/ REC PROGRAMS	36,600	35,100	30,400	30,400	30,400
15-6010-00-4283	CONCESSION EXP	40,650	45,821	40,700	40,700	40,700
15-6010-00-4284	SENIOR PROGRAMS	6,000	6,000	5,000	5,000	5,000
15-6010-00-4285	CAL RIPKEN ALL STAR	15,614	17,100	15,500	15,500	15,500
15-6010-00-4286	BABE RUTH BASEBALL ALLSTA	2,800	4,000	3,300	3,300	3,300
15-6010-00-4287	BABE RUTH BASEBALL	8,200	9,100	8,800	8,800	8,800
15-6010-00-4298	FALL BALL	12,500	17,200	17,200	17,200	17,200
15-6010-00-4319	SENIOR CITIZENS CLUB					
15-6010-00-5116	SALARY INCREASE W/FRINGE					
15-6010-00-5132	DEBT SERVICE EXPENSE	99,132	99,132	99,132	99,132	99,132
15-6010-00-5133	INTEREST EXPENSE	9,913	7,435	4,957	4,957	4,957
15-6010-00-7150	CAPITAL OUTLAY ACCOUNT	165,500	257,481			
15-6010-00-9105	CONTR TO VEH REPL DEBT					
15-6010-00-9106	CONTR TO VEH REPL RENT					
15-6010-00-9107	CONTR TO CAPITAL IMP					
15-6010-00-9112	CONTR TO CAPITAL RESERVE					
Totals for dept 6010-00 - PARKS AND RECREATION		1,209,951	1,306,574	1,190,203	1,167,251	1,167,251

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

4233	CONTRACTED SERVICES			1,200	1,200	1,200
FOOTNOTE AMOUNTS:				1,200	1,200	1,200

Fund: 15 RECREATION FUND

User: terri.parker
DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 6010-00 - PARKS AND RECREATION						
	ACTIVENET FEES			600	600	600
	FOOTNOTE AMOUNTS:					
	UNIFIRST 1ST AID			1,200	1,200	1,200
	FOOTNOTE AMOUNTS:					
	FIELD LIGHTING CONTROLS			65,000	65,000	65,000
	FOOTNOTE AMOUNTS:					
	COMPREHENSIVE PLAN			40,000	40,000	40,000
	FOOTNOTE AMOUNTS:					
	SITE SPECIFIC MASTER PLAN			108,000	108,000	108,000
	ACCOUNT '4233' TOTAL			108,000	108,000	108,000
	DEPT '6010-00' TOTAL			1,190,203	1,167,251	1,167,251
	TOTAL APPROPRIATIONS	1,209,951	1,306,574	1,190,203	1,167,251	1,167,251

BEGINNING FUND BALANCE 935,165
ENDING FUND BALANCE (274,786)

1,361,232
54,658

User: terri.parker

Fund: 16 POWELL BILL FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4510-00 - POWELL BILL - PUBLIC WORKS						
16-4510-00-4232	ENGINEERING	102,000	89,500	90,000	90,000	90,000
16-4510-00-4260	DEPARTMENTAL IMPROVEMENTS					
16-4510-00-4270 *	PAVING & RESURFACING	141,367	132,000	200,000	110,231	110,231
16-4510-00-4271	MAINTENANCE-ROADS	25,000	25,000	30,000	30,000	30,000
16-4510-00-4272	DRAINAGE & STORMWATER	25,000	45,000	50,000	50,000	50,000
16-4510-00-4273	TRAFFIC CONTROL	5,500	5,687	5,500	5,500	5,500
16-4510-00-4274	NEW EQUIPMENT					
16-4510-00-4315	SNOW AND ICE REMOVAL	1,500	1,500	1,500	1,500	1,500
16-4510-00-4320 *	SIDEWALK CONSTRUCTION	10,000	10,000	20,000	20,000	20,000
16-4510-00-9107	CONTR TO CAPITAL IMP					
16-4510-00-9109	TRANSFER TO STORMWATER FD					
Totals for dept 4510-00 - POWELL BILL - PUBLIC WORK		310,367	308,687	397,000	307,231	307,231
* NOTES TO BUDGET: DEPARTMENT 4510-00 POWELL BILL - PUBLIC WORKS						

4270	PAVING & RESURFACING					
DUE TO NATIONAL ECONOMIC FACTORS AND MATERIAL COST INCREASES PAVING COST ARE MUCH HIGHER						
4320	SIDEWALK CONSTRUCTION					
DUE TO NATIONAL ECONOMIC FACTORS CONCRETE PRICES PER YARD AHVE GREATLY INCREASED						
TOTAL APPROPRIATIONS		310,367	308,687	397,000	307,231	307,231

BEGINNING FUND BALANCE		203,036	479,559			
ENDING FUND BALANCE		(107,331)	170,872			

User: terri.parker Fund: 20 HOME HOUSING PROGRAM

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS

Dept 4510-00 - POWELL BILL - PUBLIC WORKS						
20-4510-00-4233 CONTRACTED SERVICES						

Totals for dept 4510-00 - POWELL BILL - PUBLIC WORK

User: terri.parker Fund: 20 HOME HOUSING PROGRAM

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 4970-00 - HOME PROGRAM						
20-4970-00-4233	CONTRACTED SERVICES	20,000				20,000
20-4970-00-4314	CAPITAL IMPROVEMENTS					
20-4970-00-6101	AIA GRANT					
20-4970-00-6102	ADMINISTRATION GRANT					
Totals for dept 4970-00 - HOME PROGRAM		20,000				20,000
TOTAL APPROPRIATIONS						
BEGINNING FUND BALANCE		49,305	69,305			
ENDING FUND BALANCE		29,305	69,305			

User: terri.parker

Fund: 60 ELECTRIC FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 7110-00 -	ADMINISTRATION					
60-7110-00-4120	SALARIES AND WAGES	661,840	690,691	814,009	802,453	802,453
60-7110-00-4121	OVERTIME	28,000	28,000	28,000	28,000	28,000
60-7110-00-4122	LONGEVITY	7,233	5,001	5,529	6,172	6,172
60-7110-00-4126	FICA EXPENSE	52,100	56,249	65,029	64,237	64,237
60-7110-00-4127	INSURANCE EXPENSE	181,836	200,464	202,797	202,797	202,797
60-7110-00-4128	OPFB INSURANCE EXPENSE					
60-7110-00-4129	PAYROLL ACCRUAL EXPENSE					
60-7110-00-4130	RETIREMENT	73,610	83,468	100,247	100,763	100,763
60-7110-00-4170	401(K) RETIREMENT	32,457	34,491	38,886	39,086	39,086
60-7110-00-4171	PENSION EXP/REV					
60-7110-00-4172	DEF OUTFLOWS CY CONT					
60-7110-00-4185	UNEMPLOYMENT INS RES CONT					
60-7110-00-4221	PROFESSION DEVELOP-EDUCAT	4,050	9,400	9,400	9,400	9,400
60-7110-00-4222	TRAVEL-MEALS, LODGING, MILE	6,050	7,589	6,050	6,050	6,050
60-7110-00-4223	POSTAGE & TELEPHONE	2,150	2,150	2,150	2,150	2,150
60-7110-00-4224	OFFICE SUPPLIES	2,000	2,000	2,000	2,000	2,000
60-7110-00-4225	MAINT & REPAIR-EQUIPMENT	20,000	30,158	20,000	20,000	20,000
60-7110-00-4226	MAINT & REPAIR-VEHICLE	11,000	11,000	11,000	11,000	11,000
60-7110-00-4227	FUEL (VEHICLES)	20,000	20,283	20,000	20,000	20,000
60-7110-00-4228	UTILITIES	17,000	17,000	17,000	17,000	17,000
60-7110-00-4229	OSHA	17,930	14,000	14,000	14,000	14,000
60-7110-00-4230	SUPPLIES & MATERIALS	190,868	257,324	200,000	200,000	200,000
60-7110-00-4231	UNIFORMS & SHOES	15,000	23,500	18,000	18,000	18,000
60-7110-00-4232 *	ENGINEERING	283,590	214,252	107,000	107,000	107,000
60-7110-00-4233	CONTRACTED SERVICES	64,400	134,000	216,500	216,500	100,000
60-7110-00-4234 *	DUES & SUBSCRIPTIONS	33,300	22,400	28,800	28,800	28,800
60-7110-00-4250	CONTINGENCY					
60-7110-00-4260	DEPARTMENTAL IMPROVEMENTS	15,100	19,100	10,000	10,000	10,000
60-7110-00-4261	ADVERTISING	1,500	1,500	1,500	1,500	1,500
60-7110-00-4274	NEW EQUIPMENT					
60-7110-00-4293 *	MAINTENANCE - SUBSTATION	32,000	34,000	84,000	84,000	84,000
60-7110-00-4301	CUSTOMER BILL PREPARATION	12,000	12,000	12,000	12,000	12,000
60-7110-00-4302	PURCHASE FOR RESALE	4,725,000	5,500,000	5,500,000	5,000,000	5,000,000
60-7110-00-4303	NORTH CAROLINA SALES TAX	453,622	466,474	471,135	471,135	471,135
60-7110-00-4321	COAL ASH COMPLIANCE					
60-7110-00-4695	DEPRECIATION EXPENSES					
60-7110-00-5116	SALARY INCREASE W/FRINGE					
60-7110-00-5132	DEBT SERVICE EXPENSE	363,551	144,107	93,385	93,385	93,385
60-7110-00-5133	INTEREST EXPENSE	15,967	8,092	4,728	4,728	4,728
60-7110-00-5137	ACCRUED INTEREST EXPENSE					
60-7110-00-7150	CAPITAL OUTLAY ACCOUNT	(4,500)				
60-7110-00-9101	CONTR TO GEN FUND SVC RND	439,470	443,076	443,076	447,499	447,499
60-7110-00-9104	CONTR TO SEWER FUND					
60-7110-00-9105	CONTR TO VEH REPL DEBT					
60-7110-00-9106	CONTR TO VEH REPL RENT					
60-7110-00-9107	CONTR TO CAPITAL IMP					
60-7110-00-9112	CONTR TO CAPITAL RESERVE	60,045				
60-7110-00-9113	GENERAL FUND TRANSFER	650,000	650,000	650,000	650,000	650,000
Totals for dept 7110-00 - ADMINISTRATION		8,488,169	9,141,769	9,196,221	8,689,655	8,573,155

* NOTES TO BUDGET: DEPARTMENT 7110-00 ADMINISTRATION

4232 ENGINEERING FOOTNOTE AMOUNTS: 35,000

User: terri.parker

Fund: 60 ELECTRIC FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS

Dept 7110-00 - ADMINISTRATION

GENERAL ENGINEERING SERVICES						
FOOTNOTE AMOUNTS:				12,000	12,000	12,000
S/D & PLAN REVIEWS				15,000	15,000	15,000
FOOTNOTE AMOUNTS:						
SUMMIT, MISC				45,000	45,000	45,000
FOOTNOTE AMOUNTS:						
SUBSTATION SECURITY SYSTEM DEVELOPMENT AND SYSTEM VALUATION STUDY				107,000	107,000	107,000
ACCOUNT '4232' TOTAL						

4234

DUES & SUBSCRIPTIONS						
FOOTNOTE AMOUNTS:				13,000	13,000	13,000
ELECTRICITIES				5,000	5,000	5,000
FOOTNOTE AMOUNTS:						
APPA				2,200	2,200	2,200
FOOTNOTE AMOUNTS:						
811				6,200	6,200	6,200
FOOTNOTE AMOUNTS:						
ITRON				2,400	2,400	2,400
FOOTNOTE AMOUNTS:						
NERC				28,800	28,800	28,800
ACCOUNT '4234' TOTAL						

4293

MAINTENANCE - SUBSTATION						
FOOTNOTE AMOUNTS:				1,500	1,500	1,500
REGULATOR MAINT				7,500	7,500	7,500
FOOTNOTE AMOUNTS:						
OIL/GAS ANALYSIS				25,000	25,000	25,000
FOOTNOTE AMOUNTS:						
STATION M & R				50,000	50,000	50,000
FOOTNOTE AMOUNTS:						
(2) INFRARED SECURITY SYSTEMS FOR OLD TAR AND VERNON WHITE STATIONS				84,000	84,000	84,000
ACCOUNT '4293' TOTAL				219,800	219,800	219,800
DEPT '7110-00' TOTAL						

User: terri.parker Fund: 60 ELECTRIC FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 7110-22 - ADMINISTRATION - METERING						
60-7110-22-4266	COMPUTER					
60-7110-22-4268	VEHICLE LEASE					
60-7110-22-4274 *	NEW EQUIPMENT	38,500	37,500	19,000	19,000	19,000
60-7110-22-4304	ELECTRIC METER REPLACEMENT	5,500	9,000	10,000	10,000	10,000
60-7110-22-4305 *	ELECTRIC NEW ACCOUNT METE	2,450	2,450	41,250	41,250	41,250
60-7110-22-4306 *	WATER REPLACEMENT METERS	110,733	99,432	53,750	53,750	53,750
60-7110-22-4307 *	WATER NEW ACCOUNT METERS	13,000	13,000	53,750	53,750	53,750
Totals for dept 7110-22 - ADMINISTRATION - METERING		170,183	161,382	177,750	177,750	177,750

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

4274	NEW EQUIPMENT					
	FOOTNOTE AMOUNTS:					
	HAND HELD AND TABLET		19,000	19,000	19,000	19,000
4305	ELECTRIC NEW ACCOUNT METE					
	FOOTNOTE AMOUNTS:					
	275 METERS @ \$150 EACH (SEE BROOKSTONE, MILL ST TOWNES, SOUTHBROOK, BLUEBERRY, MCLAWHORN/REEDY BRANCH PROPERTY		41,250	41,250	41,250	41,250
4306	WATER REPLACEMENT METERS					
	FOOTNOTE AMOUNTS:					
	250 METERS @ \$215 EACH		53,750	53,750	53,750	53,750
4307	WATER NEW ACCOUNT METERS					
	FOOTNOTE AMOUNTS:					
	250 METERS @ \$215 EA (SEE BROOKSTONE, MILL ST TOWNES, SOUTHBROOK, MCLAWHORN/REEDY BRANCH RD, BLUEBERRY		53,750	53,750	53,750	53,750
	DEPT '7110-22' TOTAL		167,750	167,750	167,750	167,750

User: terri.parker Fund: 60 ELECTRIC FUND 2021-22 2022-23 2023-24 2023-24 2023-24
 DB: Winterville AMENDED AMENDED DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
 BUDGET BUDGET BUDGET BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 8010-00 - CAPITAL OUTLAY						
60-8010-00-7150 * CAPITAL OUTLAY ACCOUNT		1,604,587	1,552,600	397,000	397,000	397,000
Totals for dept 8010-00 - CAPITAL OUTLAY		1,604,587	1,552,600	397,000	397,000	397,000

* NOTES TO BUDGET: DEPARTMENT 8010-00 CAPITAL OUTLAY

7150	CAPITAL OUTLAY ACCOUNT	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
	FOOTNOTE AMOUNTS:			20,000	20,000	20,000
	CIRCUIT REHAB					
	FOOTNOTE AMOUNTS:			150,000	150,000	150,000
	NEW S/D (BROOKSTONE, MILL ST TOWNES, SOUTHEROOK, REEDY BRANCH/MCLAWHORN PARCEL, BLUEBERRY					
	FOOTNOTE AMOUNTS:			50,000	50,000	50,000
	NEW ELECTRIC TERRITORY					
	FOOTNOTE AMOUNTS:			96,000	96,000	96,000
	CONTRACT LINE CREW (3 PERSON CREW @ \$200/HR & 12 WEEKS)					
	FOOTNOTE AMOUNTS:			81,000	81,000	81,000
	ELECTRIC CREW TRUCK (REPLACES 2012 F250 GAS ENGINE CREW CAB TRUCK)					
	ACCOUNT '17150' TOTAL			397,000	397,000	397,000
	DEPT '8010-00' TOTAL	10,262,939	10,855,751	9,770,971	9,264,405	9,147,905
TOTAL APPROPRIATIONS						

BEGINNING FUND BALANCE	836,342	(46,333)	
FUND BALANCE ADJUSTMENTS	86,726	(4,675)	
ENDING FUND BALANCE	(9,339,871)	(10,906,759)	

2021-22 AMENDED BUDGET

2022-23 AMENDED BUDGET

2023-24 DEPT HEAD REQUESTED BUDGET

2023-24 DEPT HEAD MODIFIED BUDGET

2023-24 MANAGER REVIEW BUDGET

Fund: 61 WATER FUND

User: terri.parker

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 7210-00 - ADMINISTRATION						
61-7210-00-4120	SALARIES AND WAGES	181,166	186,099	255,100	258,659	258,659
61-7210-00-4121	OVERTIME	20,000	20,000	22,000	22,000	22,000
61-7210-00-4122	LONGEVITY	945	1,200	1,200	900	900
61-7210-00-4126	FICA EXPENSE	15,859	16,189	17,791	18,014	18,014
61-7210-00-4127	INSURANCE EXPENSE	108,571	89,507	74,319	74,319	74,319
61-7210-00-4128	OPFB INSURANCE EXPENSE					
61-7210-00-4129	PAYROLL ACCRUAL EXPENSE					
61-7210-00-4130	RETIREMENT	23,226	24,278	28,473	28,228	28,228
61-7210-00-4170	401(K) RETIREMENT	10,232	10,032	11,045	11,182	11,182
61-7210-00-4171	PENSION EXP/REV					
61-7210-00-4221 *	PROFESSION DEVELOP-EDUCAT	2,000	4,205	6,000	6,000	6,000
61-7210-00-4222	TRAVEL-MEALS, LODGING,MILE	1,500	1,500	2,000	2,000	2,000
61-7210-00-4223	POSTAGE & TELEPHONE	800	800	800	800	800
61-7210-00-4224	OFFICE SUPPLIES	1,500	1,500	1,500	1,500	1,500
61-7210-00-4225	MAINT & REPAIR-EQUIPMENT	13,500	13,500	17,000	17,000	17,000
61-7210-00-4226	MAINT & REPAIR-VEHICLE	7,500	7,500	7,500	7,500	7,500
61-7210-00-4227	FUEL (VEHICLES)	20,000	22,883	24,000	24,000	24,000
61-7210-00-4228	UTILITIES	40,000	40,000	50,000	50,000	50,000
61-7210-00-4229	OSHA	2,500	2,500	2,500	2,500	2,500
61-7210-00-4230	SUPPLIES & MATERIALS	47,527	55,174	60,000	60,000	60,000
61-7210-00-4231	UNIFORMS & SHOES					
61-7210-00-4232	ENGINEERING	35,000	20,000	25,000	25,000	25,000
61-7210-00-4233	CONTRACTED SERVICES	33,750	41,750	50,000	50,000	50,000
61-7210-00-4234	DUES & SUBSCRIPTIONS	4,500	4,000	4,500	4,500	4,500
61-7210-00-4250	CONTINGENCY					
61-7210-00-4260	DEPARTMENTAL IMPROVEMENTS					
61-7210-00-4261	ADVERTISING					
61-7210-00-4262	GIS MAPPING					
61-7210-00-4268	VEHICLE LEASE					
61-7210-00-4269	SMALL HAND TOOLS					
61-7210-00-4274 *	NEW EQUIPMENT					
61-7210-00-4301	CUSTOMER BILL PREPARATION	12,500	8,000	6,700	6,700	6,700
61-7210-00-4695	DEPRECIATION EXPENSES			8,000	8,000	8,000
61-7210-00-4696	LOSS ON DISPOSAL OF ASSET					
61-7210-00-5116	SALARY INCREASE W/FRINGE					
61-7210-00-5132	DEBT SERVICE EXPENSE	139,779	143,206	146,736	146,736	146,736
61-7210-00-5133	INTEREST EXPENSE	45,578	41,777	37,875	37,875	37,875
61-7210-00-5137	ACCURED INTREST EXPENSE					
61-7210-00-6101	AIA GRANT					
61-7210-00-7150	CAPITAL OUTLAY ACCOUNT					
61-7210-00-9101	CONTR TO GEN FUND SVC RND	388,358	391,159	391,159	395,581	395,581
61-7210-00-9103	CONTR TO METERING DIVISIO	44,750	63,500	53,750	53,750	53,750
61-7210-00-9104	CONTR TO SEWER FUND					
61-7210-00-9105	CONTR TO VEH REPL DEBT					
61-7210-00-9106	CONTR TO VEH REPL RENT					
61-7210-00-9107	CONTR TO CAPITAL IMP					
61-7210-00-9112	CONTR TO CAPITAL RESERVE	13,500				
61-7210-00-9113	GENERAL FUND TRANSFER					
Totals for dept 7210-00 - ADMINISTRATION		1,214,541	1,218,559	1,313,248	1,312,744	1,572,744

* NOTES TO BUDGET: DEPARTMENT 7210-00 ADMINISTRATION

4221

PROFESSION DEVELOP-EDUCAT

DUE TO CURRENT REQUIREMENTS FOR CDL LICENSE IT COST \$2700 PER EMPLOYEE TO OBTAIN

User: terri.parker Fund: 61 WATER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS
Dept 7210-00 - ADMINISTRATION

4274	NEW EQUIPMENT				4,000	4,000
	FOOTNOTE AMOUNTS:					
	OUR HANHELD DAILY SAMPLE METER IS OVER 10 YEARS OLD AND DISCONTINUED AND NEEDS REPLACING.					
	WE NEED AUTOMATIC FLUSHERS TO KEEP REDIDUALS IN COMPLIANCE OF STATE STANDARDS ON DEAD END LINES.					
	FOOTNOTE AMOUNTS:					
	AUTOMATIC FLUSHER				2,700	2,700
	ACCOUNT '4274' TOTAL				6,700	6,700
	DEPT '7210-00' TOTAL				6,700	6,700

User: terri.parker Fund: 61 WATER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 7230-00 - WATER PURCHASE		400,000	472,000	475,000	475,000	475,000
61-7230-00-4302 PURCHASE FOR RESALE		400,000	472,000	475,000	475,000	475,000
Totals for dept 7230-00 - WATER PURCHASE		400,000	472,000	475,000	475,000	475,000

User: terri.parker Fund: 61 WATER FUND 2023-24 2023-24 2023-24
 DB: Winterville DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
 BUDGET BUDGET BUDGET

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 8010-00 - CAPITAL OUTLAY		47,000	46,378	45,000	8,300	8,300
61-8010-00-7150 * CAPITAL OUTLAY ACCOUNT		47,000	46,378	45,000	8,300	8,300
Totals for dept 8010-00 - CAPITAL OUTLAY						

* NOTES TO BUDGET: DEPARTMENT 8010-00 CAPITAL OUTLAY

7150	CAPITAL OUTLAY ACCOUNT					
FOOTNOTE AMOUNTS:						
SPARE WELL PUMP					8,300	8,300
DEPT '8010-00' TOTAL		1,661,541	1,736,937	1,833,248	1,796,044	2,056,044
TOTAL APPROPRIATIONS						

BEGINNING FUND BALANCE		2,732,059	2,794,172			
FUND BALANCE ADJUSTMENTS		149,946				
ENDING FUND BALANCE		1,220,464	1,057,235			

User: terri.parker Fund: 62 SEWER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS						
Dept 7310-00 -	ADMINISTRATION - GENERAL					
62-7310-00-4128	OPFB INSURANCE EXPENSE					
62-7310-00-5137	ACCRUED INTREST EXPENSE					

Totals for dept 7310-00 - ADMINISTRATION - GENERAL

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS

Dept 7310-20 - ADMIN - COLLECTIONS
 62-7310-20-4128 OPEB INSURANCE EXPENSE
 62-7310-20-4223 POSTAGE & TELEPHONE
 62-7310-20-4695 DEPRECIATION EXPENSES
 62-7310-20-7150 CAPITAL OUTLAY ACCOUNT

Totals for dept 7310-20 - ADMIN - COLLECTIONS

User: terri.parker Fund: 62 SEWER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS

Dept 7310-21 - ADMIN - PUMP STATION

62-7310-21-4227 FUEL (VEHICLES)

Totals for dept 7310-21 - ADMIN - PUMP STATION

		283				
			283			

User: terri.parker Fund: 62 SEWER FUND 2021-22 2022-23 2023-24 2023-24 2023-24
 DB: Winterville AMENDED BUDGET AMENDED BUDGET DEPT HEAD REQUESTED DEPT HEAD MODIFIED MANAGER REVIEW
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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 7320-20 -	OPERATIONS - COLLECTIONS					
62-7320-20-4120	SALARIES AND WAGES	89,885	109,202	202,469	130,609	130,609
62-7320-20-4121	OVERTIME	12,000	10,208	12,000	12,000	12,000
62-7320-20-4122	LONGEVITY	1,500	700	300	300	300
62-7320-20-4126	FICA EXPENSE	7,959	10,451	16,500	11,017	11,017
62-7320-20-4127	INSURANCE EXPENSE	43,230	42,914	36,371	36,371	36,371
62-7320-20-4130	RETIREMENT	11,656	16,317	27,803	18,564	18,564
62-7320-20-4170	401(K) RETIREMENT	5,134	6,743	10,785	7,201	7,201
62-7320-20-4221	* PROFESSION DEVELOP-EDUCAT	2,000	3,000	5,000	5,000	5,000
62-7320-20-4222	TRAVEL-MEALS, LODGING, MILE	2,000	2,500	2,500	2,500	2,500
62-7320-20-4223	POSTAGE & TELEPHONE	1,000	1,000	1,000	1,000	1,000
62-7320-20-4225	MAINT & REPAIR-EQUIPMENT	115,000	86,060	90,000	90,000	88,413
62-7320-20-4226	MAINT & REPAIR-VEHICLE	26,500	7,000	8,000	8,000	8,000
62-7320-20-4228	UTILITIES	71,500	65,000	70,000	70,000	70,000
62-7320-20-4229	OSHA	2,000	2,000	2,000	2,000	2,000
62-7320-20-4230	* SUPPLIES & MATERIALS	101,500	45,000	80,000	80,000	80,000
62-7320-20-4232	ENGINEERING	33,000	15,862	20,000	20,000	20,000
62-7320-20-4233	CONTRACTED SERVICES	118,250	66,887	70,000	70,000	70,000
62-7320-20-4234	DUES & SUBSCRIPTIONS	1,500	1,500	1,500	1,500	1,500
62-7320-20-4250	CONTINGENCY					
62-7320-20-4262	GIS MAPPING					
62-7320-20-4274	NEW EQUIPMENT					
62-7320-20-4301	CUSTOMER BILL PREPARATION	12,000	8,000	8,000	8,000	8,000
62-7320-20-4309	MAJOR UNSCHEDULED MAINTEN					
62-7320-20-4310	CMSD EXPENSE	1,027,572	1,142,866	1,487,874	1,487,874	1,487,874
62-7320-20-4311	CMSD GRANT					
62-7320-20-4695	DEPRECIATION EXPENSES					
62-7320-20-5132	DEBT SERVICE EXPENSE	380,827	383,850	338,110	338,110	338,110
62-7320-20-5133	INTEREST EXPENSE	53,430	48,500	41,661	41,661	41,661
62-7320-20-5138	CUSTOMER REFUND					
62-7320-20-6101	AIA GRANT					
62-7320-20-7150	CAPITAL OUTLAY ACCOUNT					
62-7320-20-9101	CONTR TO GEN FUND SVC RND	397,627	56,000	150,000	404,717	404,717
62-7320-20-9102	CONTR TO WATER FUND SVC R		400,295	400,295		
62-7320-20-9103	CONTR TO METERING DIVISIO		63,500	44,750	53,750	53,750
62-7320-20-9107	CONTR TO CAPITAL IMP	44,750				
62-7320-20-9112	CONTR TO CAPITAL RESERVE	1,504				
62-7320-20-9117	CONT TO WATER FUND	23,500				
Totals for dept 7320-20 - OPERATIONS - COLLECTIONS		2,586,824	2,613,955	3,145,518	2,918,774	2,917,187

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

4221	PROFESSION DEVELOP-EDUCAT					
4230	SUPPLIES & MATERIALS					
	DUE TO NATIONAL ECONOMIC FACTORS MATERIAL COSTS HAVE INCREASED					
	DUE TO CURRENT REQUIREMENTS FOR CDL LICENSE IT COST \$2700 PER EMPLOYEE TO OBTAIN					

User: terri.parker Fund: 62 SEWER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 8010-00 - CAPITAL OUTLAY		178,080	430,365	80,000	150,000	150,000
62-8010-00-7150 * CAPITAL OUTLAY ACCOUNT		178,080	430,365	80,000	150,000	150,000
Totals for dept 8010-00 - CAPITAL OUTLAY						

* NOTES TO BUDGET: DEPARTMENT 8010-00 CAPITAL OUTLAY

7150	CAPITAL OUTLAY ACCOUNT					
	FOOTNOTE AMOUNTS:				80,000	80,000
	JETTER TRAILER				70,000	70,000
	FOOTNOTE AMOUNTS:					
	6" BYPASS PUMP				150,000	150,000
	ACCOUNT '7150' TOTAL				150,000	150,000
	DEPT '8010-00' TOTAL				3,068,774	3,067,187
TOTAL APPROPRIATIONS		2,764,904	3,044,603	3,225,518		

BEGINNING FUND BALANCE (4,940,228)

FUND BALANCE ADJUSTMENTS (901,511)

ENDING FUND BALANCE (6,002,577)

(9,047,180)

User: terri.parker Fund: 63 STORMWATER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
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APPROPRIATIONS						
Dept 7410-00	- ADMINISTRATION					
63-7410-00-4128	OPFB INSURANCE EXPENSE					
63-7410-00-4129	PAYROLL ACCRUAL EXPENSE					
63-7410-00-4291	RECORDING FEES					

Totals for dept 7410-00 - ADMINISTRATION

Fund: 63 STORMWATER FUND

User: terri.parker

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 7420-00 -	OPERATIONS					
63-7420-00-4120	SALARIES AND WAGES	76,000	88,410	95,673	97,008	97,008
63-7420-00-4121	OVERTIME	1,500	1,500	2,000	2,000	2,000
63-7420-00-4122	LONGEVITY	500	200	400	400	400
63-7420-00-4126	FICA EXPENSE	6,049	6,993	7,516	7,621	7,621
63-7420-00-4127	INSURANCE EXPENSE	48,855	51,370	51,438	51,438	51,438
63-7420-00-4130	RETIREMENT	8,859	10,919	12,665	12,842	12,842
63-7420-00-4170	401(K) RETIREMENT	3,902	4,511	4,913	4,981	4,981
63-7420-00-4221	PROFESSION DEVELOP-EDUCAT					
63-7420-00-4222	TRAVEL-MEALS, LODGING,MILE			2,000	2,000	2,000
63-7420-00-4225	MAINT & REPAIR-EQUIPMENT	4,500	4,500	5,500	5,500	5,500
63-7420-00-4230 *	SUPPLIES & MATERIALS	22,174	10,000	25,000	25,000	25,000
63-7420-00-4232 *	ENGINEERING	100,034	89,000	83,500	83,500	83,500
63-7420-00-4233 *	CONTRACTED SERVICES	114,124	159,896	197,000	197,000	171,081
63-7420-00-4250	CONTINGENCY					
63-7420-00-4260	DEPARTMENTAL IMPROVEMENTS					
63-7420-00-4262	GIS MAPPING					
63-7420-00-4274	NEW EQUIPMENT					
63-7420-00-4312	DRAINAGE DISTRICT					
63-7420-00-4313	PHASE II COMPLIANCE	13,100	13,500	13,500	13,500	13,500
63-7420-00-4695	DEPRECIATION EXPENSES	2,500	2,500	2,500	2,500	2,500
63-7420-00-5136	BAD DEBT EXPENSE					
63-7420-00-6103	GRANT STUDY					
63-7420-00-7150	CAPITAL OUTLAY ACCOUNT					
63-7420-00-9101	CONTR TO GEN FUND SVC RND	136,541	129,109	129,109	136,809	136,809
63-7420-00-9104	CONTR TO SEWER FUND					
63-7420-00-9107	CONTR TO CAPITAL IMP					
63-7420-00-9115	CONTR TO POWELL BILL					
Totals for dept 7420-00 - OPERATIONS		538,638	572,408	632,714	642,099	616,180

* NOTES TO BUDGET: DEPARTMENT 7420-00 OPERATIONS

4230 SUPPLIES & MATERIALS
DUE TO NATIONAL ECONOMIC FACTORS MATERIAL COSTS HAVE INCREASED

4233 CONTRACTED SERVICES
DUE TO NATIONAL ECONOMIC FACTORS MATERIAL AND LABOR COSTS HAVE INCREASED

User: terri.parker Fund: 63 STORMWATER FUND

DB: Winterville

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2022-23 AMENDED BUDGET	2023-24 DEPT HEAD REQUESTED BUDGET	2023-24 DEPT HEAD MODIFIED BUDGET	2023-24 MANAGER REVIEW BUDGET
APPROPRIATIONS						
Dept 8010-00 - CAPITAL OUTLAY						
63-8010-00-7150 CAPITAL OUTLAY ACCOUNT						
Totals for dept 8010-00 - CAPITAL OUTLAY		538,638	572,408	632,714	642,099	616,180
TOTAL APPROPRIATIONS						
BEGINNING FUND BALANCE		630,480	833,513			
ENDING FUND BALANCE		91,842	261,105			
APPROPRIATIONS - ALL FUNDS		29,561,364	34,309,658	30,707,249	29,886,829	29,979,867
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(29,561,364)	(34,309,658)	(30,707,249)	(29,886,829)	(29,979,867)
BEGINNING FUND BALANCE - ALL FUNDS		14,661,385	14,999,275			
FUND BALANCE ADJUSTMENTS - ALL FUNDS		(709,401)	655			
ENDING FUND BALANCE - ALL FUNDS		(15,609,380)	(19,309,728)			

**TOWN OF WINTERVILLE
BUDGET ORDINANCE
FISCAL YEAR 2023-2024**

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

SECTION 1: It is estimated that the following revenues will be available in the General Fund for the Fiscal year beginning July 1, 2023 and ending June 30, 2024:

Ad Valorem Taxes	\$4,796,067
Other Taxes and Licenses	\$4,028,694
Permits and Fees	\$23,000
Sanitation Fees	\$589,934
Investment Income	\$313,577
Inspections	\$275,868
Miscellaneous Income	\$144,027
Grant Revenue	\$252,585
Inter-Fund Transfer Services	\$1,384,606
Electric Fund Contribution	\$650,000
EMS Contribution	\$200,339
Fund Balance Appropriation	\$612,972
Debt Proceeds	\$326,400
Total	\$13,598,069

SECTION 2: The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

Governing Board	\$138,018
Administration	\$719,457
Finance	\$982,814
Inspections	\$398,289
Human Resources	\$281,286
Information Technology	\$507,403
Planning Department	\$281,917
Public Buildings	\$771,380
Grounds and Maintenance	\$87,500
Police Department	\$3,032,936
Fire Department	\$2,285,693
EMS Department	\$202,243
Animal Control	\$10,600
Mosquito Control	\$8,600
Public Works	\$1,327,664
Sanitation	\$700,000
Non-Departmental	\$1,862,269
Total	\$13,598,069

SECTION 3: The following revenues will be available in the Recreation Fund for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

Program Fees	\$127,750
Concession Income	\$50,000
<u>General Fund Transfer</u>	<u>\$989,501</u>
	\$1,167,251

SECTION 4: The following amount is hereby appropriated in the Recreation Fund for operation of the Winterville Recreation Programs during the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Recreation Department</u>	<u>\$1,167,251</u>
	\$1,167,251

SECTION 5: It is estimated that the following revenues will be available in the Powell Bill Fund for the Fiscal year beginning July 1, 2023 and ending June 30, 2024:

<u>Grant Funding</u>	<u>\$307,231</u>
	\$307,231

SECTION 6: The following amount is hereby appropriated in the Powell Bill Fund for the operation of the Powell Bill Program for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Powell Bill</u>	<u>\$307,231</u>
	\$307,231

SECTION 7: It is estimated that the following revenues will be available in the Home Housing Program Fund for the Fiscal year July 1, 2023 and ending June 30, 2024:

<u>Fund Balance Appropriation</u>	<u>\$20,000</u>
	\$20,000

SECTION 8: The following amount is hereby appropriated in the Home Housing Program Fund for the operation of the Urgent Repair and Housing Program for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

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

SECTION 9: It is estimated that the following revenues will be available in the Electric Enterprise Fund for the Fiscal year July 1, 2023 and ending June 30, 2024:

Sales and Service	\$7,804,000
<u>Retained Earnings</u>	<u>\$1,343,905</u>
	\$9,147,905

SECTION 10: The following amount is hereby appropriated in the Electric Enterprise Fund for the operation of the electric utility for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Electric Department</u>	<u>\$9,147,905</u>
	\$9,147,905

SECTION 11: It is estimated that the following revenues will be available in the Water Enterprise Fund for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Sales and Service</u>	<u>\$2,056,044</u>
	\$2,056,044

SECTION 12: The following amount is hereby appropriated in the Water Enterprise Fund for the operation of the water utility for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Water Department</u>	<u>\$2,056,044</u>
	\$2,056,044

SECTION 13: It is estimated that the following revenues will be available in the Sewer Enterprise Fund for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Sales and Service</u>	<u>\$3,067,187</u>
	\$3,067,187

SECTION 14: The following amount is hereby appropriated in the Sewer Enterprise Fund for the operation of the sewer utility for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Sewer Department</u>	<u>\$3,067,187</u>
	\$3,067,187

SECTION 15: It is estimated that the following revenues will be available in the Stormwater Fund for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Sales and Service</u>	<u>\$616,180</u>
	\$616,180

SECTION 16: The following amount is hereby appropriated in the Stormwater Fund for the operation of the Storm Water utility for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

<u>Storm Water Department</u>	<u>\$616,180</u>
	\$616,180

SECTION 17: There is hereby levied a tax at the rate of forty-seven and one-half cents (\$.475) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023 for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund in Section 1 of this ordinance. This rate is based on a total estimated valuation of property for the purposes of taxation of \$878,781,289 and an estimated rate of collection of 98% for real and personal property, 100% for vehicles.

SECTION 18: The Town Manager (Budget Officer) is hereby authorized to transfer appropriations as contained herein under the following conditions:

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

SECTION 19: The attached Fee and Utility Rate Schedules are hereby adopted for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

SECTION 20: The attached Pay and Classification Plan is hereby adopted for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.


SECTION 21: Copies of the Budget Ordinance shall be furnished to the Town Clerk to the Governing Board and to the Town Manager (Budget Officer) to be kept on file by them for their direction in the disbursement of funds.

Adopted this 12th day of June 2023.



Attest:


Richard E. Hines, Mayor


Donald Harvey, Town Clerk

Town of Winterville Fee Schedule



WINTERVILLE

A slice of the good life!

Effective Date
July 1, 2023

As Certified by the
Assistant Town Manager
Anthony B. Bowers

<p>Town of Winterville Fee Schedule Fiscal Year 2023-2024</p>
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BE IT ORDAINED by the Governing Board of the Town of Winterville, North Carolina that the following fees be enacted for the 2023-2024 fiscal year:

Utility Department:

Residential Utility Deposits:

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

Commercial Utility Deposits:

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

Service Charge:

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

Late Penalties: \$2.00

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

Water Access Fee:

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

Meter Size	In Town	Out of Town
3/4" – 5/8"	\$500.00	\$800.00
1"	\$800.00	\$1,600.00
1½"	\$1,250.00	\$2,500.00
2"	\$2,500.00	\$5,000.00

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

Sewer Access Fee:

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

In Town	Out of Town
\$500.00	\$1,000.00

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

Frontage Fee Gravity Feed Line..... \$35.00 per foot
 Pressure Feed Line..... \$25.00 per foot

The frontage fee is applied to a customer who resides in our service area but has not tapped on to the Town's sewer system. This is normally used when a customer switches from Septic to Sewer.

System Development Fee:

Meter Size, inches	Water Meter SDF	Sewer Meter SDF	Combined Total
5/8	\$721.67	\$1,443.33	\$2,165.00
3/4	\$1,081.67	\$2,163.33	\$3,245.00
1	\$1,803.33	\$3,606.67	\$5,410.00
1-1/2	\$3,608.33	\$7,216.67	\$10,825.00
2	\$5,773.33	\$11,546.67	\$17,320.00
3	\$11,548.33	\$23,096.67	\$34,645.00
4	\$18,045.00	\$36,090.00	\$54,135.00
6	\$36,090.00	\$72,180.00	\$108,270.00
8	\$57,743.33	\$115,486.67	\$173,230.00
10	\$83,006.67	\$166,013.33	\$249,020.00
12	\$155,186.67	\$310,373.33	\$465,560.00

CMSD:

Residential

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

Commercial

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

Electric:

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

Electric Line Extension:

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

Underground Construction cost of labor and materials plus 20%

Convert Overhead to Underground

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

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

Water:

Temporary Service
at Fire Hydrant..... \$100.00

Meter Cost \$225.00 5/8 inch meter
\$300.00 1 inch meter

Solid Waste Collection:

Residential Customer \$11.50 Per Container per month.

Non-Profit
Religious Organization \$11.50 Per Container per month.

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

General:

Cemetery Plots

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

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

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

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

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

Solicitation Permit..... \$10.00

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

Community Building Rental

In Town	Out of Town
\$125.00	\$200.00

Refundable Deposit of \$100 required.

Operation Center Room Rental

In Town	Out of Town
\$125.00	\$200.00

Refundable Deposit of \$100 required.

Police Department:

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

Planning and Zoning:

Site Development Plans (both residential and non-residential)

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

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

Zoning Ordinance Amendment Filing Fees

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

Subdivision Plat Review Fee/Filing Fee

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

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

Stormwater Review Fee \$1,000.00 per project.

Zoning Compliance Certificate Fee

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

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

Signs \$50.00

Conditional Use Permit Application Filing Fee \$500.00

Variance Application Filing Fee \$500.00

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

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

Copy of Subdivision Ordinance \$20.00

Copies of Maps

E Size Plot Map \$40.00

D Size Plot Map \$30.00

Recreational Payment in Lieu of Dedication

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

Recreation:

2023-2024 Fee Structure for Facility Rentals

Facility Rentals

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

Notes:

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

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

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

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

Program & Event Fee Structure

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

Sponsorship Fees

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

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

Fire Services Fees:

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

Private Hydrant Permit.....	In Town \$100.00
.....	ETJ \$150.00
Display & Exhibits Permit	In Town \$50.00
.....	ETJ \$75.00
Fair and Carnivals Permit	In Town \$100.00
.....	ETJ \$150.00
Tent Permit	In Town \$50.00
.....	ETJ \$75.00
Fumigating & Fogging Permit.....	In Town \$50.00
.....	ETJ \$75.00
Pyrotechnics / Explosives (+ Hourly Fee for Inspectors).....	In Town \$50.00
.....	ETJ \$75.00
Miscellaneous and Other Permits.....	In Town \$50.00
.....	ETJ \$75.00

Fire Reports.....	\$5.00
Tank Installation Permit.....	In Town \$150.00
.....	ETJ \$225.00
Tank Extraction Permit	In Town \$150.00
.....	ETJ \$225.00
Tank Abandonment	In Town \$150.00
.....	ETJ \$225.00
Tank Follow-up Inspection.....	In Town \$50.00
.....	ETJ \$75.00
ABC License.....	\$100.00
Fire Prevention Ordinance Violation.....	\$50.00 - \$500.00
Hazardous Material Spills (Per Man Hour).....	\$30.00

Building Inspections Department Permit Fees:

Building Permits

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

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

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

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

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

Modular Offices and Classrooms - \$200.00

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

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

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

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

Electrical Permits

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

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

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

Temporary Construction Service Poles - \$60.00

Swimming Pools - \$100.00

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

Mobile Homes - \$75.00

Electric Signs - \$50.00 per sign

Residential Generators - \$100.00

Commercial Generators - \$150.00

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

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

Mechanical Permits

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

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

Change outs - \$90.00 Unit

Ductwork Only – Adding or Replacing \$65.00

Refrigeration - \$50.00 Unit

Commercial Kitchen Hood Fans – \$100.00 Hood

Paint Spray Booths - \$100.00 Unit

Gas Logs / Fireplace – \$80.00 Unit

Gas Lines - Residential - \$50.00

Gas Lines - Commercial - \$80.00

Plumbing Permits

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

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

Service Water Line Only - \$40.00

Sewer Line Replacement - \$40.00

Irrigation Water Service - \$50.00

Manufactured Homes / On Frame Modular - \$60.00



Adopted this the 12th day of June 2023.

A handwritten signature in cursive script, appearing to read "Richard E. Hines".

Richard E. Hines, Mayor

ATTEST:

A handwritten signature in cursive script, appearing to read "Donald Harvey".

Donald Harvey, Town Clerk

Town of Winterville Utility Rates



WINTERVILLE

A slice of the good life!

Effective Date
July 1, 2023

As Certified by the
Assistant Town Manager
Anthony B. Bowers

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

1. APPLICABILITY.

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

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

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

2. MONTHLY RATE.

- A. Facility Charge:.....\$34.50 per month

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

3. EXTRA FACILITIES.

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

4. SALES TAX.

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

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

1. APPLICABILITY.

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

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

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

2. MONTHLY RATE.

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

3. EXTRA FACILITIES.

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

4. SALES TAX.

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

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

1. APPLICABILITY.

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

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

2. MONTHLY RATE.

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

3. DETERMINATION OF KW DEMAND.

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

4. POWER FACTOR ADJUSTMENT.

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

5. EXTRA FACILITIES.

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

6. SALES TAX.

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

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

1. APPLICABILITY.

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

2. RATE.

- A. Facility Charge:..... \$34.50 per month

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

3. KW DEMAND.

Demand charges will not be charged for this rate code.

4. SALES TAX.

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

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

1. APPLICABILITY.

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

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

This schedule is not applicable to

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

2. MONTHLY RATE.

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

3. METER READING AND BILLING.

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

4. SALES TAX.

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

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

1. APPLICABILITY.

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

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

This schedule is not applicable to

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

2. MONTHLY RATE.

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

3. METER READING AND BILLING.

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

4. SALES TAX.

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

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

1. APPLICABILITY.

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

2. MONTHLY RATE.

A. Metallic Vapor Units (Mean Rating) per light

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

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

3. TERMS AND CONDITIONS.

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

TOWN OF WINTERVILLE
Electrical Rate Schedule No. 8
Power Cost Adjustment
PCA

1. APPLICABILITY.

This schedule is applicable to the separately metered electric service to any customer for use in association with the previous mentioned metered schedules.

This schedule is also applicable to any customer of Electricity and applies to all schedules including schedule 1,2,3,4,5,6 of this document

This rate is a flexible rate that can be adjusted to move as energy markets fluctuate. It will be used as needed to assist the Town with market increases of wholesale power cost. The rate will be approved by the Town Council and enacted upon their direction.

2. MONTHLY RATE.

- A. Energy Charges for all months:
All kWh.....\$0.05 per kWh
- B. The applicable North Carolina sales tax will be added to all charges listed above, except billings to federal and state agencies.

3. METER READING AND BILLING.

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

4. TERMS AND CONDITIONS.

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

**TOWN OF WINTERVILLE
Water and Sewer
Rates**

Water:

Rate Code – W.I. (Water Inside):

First.....3,000 Gallons @ \$22.40
Next 17,000 Gallons @ \$3.31 per 1000 Gallons
All Over20,000 Gallons @ \$3.31 per 1000 Gallons

Rate Code- W.O. (Water Outside)

First.....3,000 Gallons @ \$44.80
Next 17,000 Gallons @ \$6.62 per 1000 Gallons
All Over20,000 Gallons @ \$6.62 per 1000 Gallons

Sewer:

Rate Code – S.I. (Sewer Inside)

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

Rate Code – S.O. (Sewer Outside)

First.....3,000 Gallons @ \$61.15
Next 17,000 Gallons @ \$17.14 per 1000 Gallons
All Over20,000 Gallons @ \$14.02 per 1000 Gallons

TOWN OF WINTERVILLE
Stormwater
Rates

1. APPLICABILITY.

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

2. MONTHLY RATE.

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

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

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

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

TOWN OF WINTERVILLE
Service Charge and Penalty
Rates

1. APPLICABILITY.

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

2. MONTHLY RATE.

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

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

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

3. CALENDAR SITUATIONS.

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



Adopted this the 12th day of June 2023.

Richard E. Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk

TOWN OF WINTERVILLE
Benefits Highlights July 2022 – June 2023

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

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

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

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

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

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

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

Important Highlights:

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

TOWN OF WINTERVILLE
Benefit Highlights July 2022 – June 2023

Important Highlights (continued):

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

Dental Plan – MetLife.

Important Highlights:

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

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

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

Retirement – NC Local Governmental Employees Retirement System.

Important Highlights:

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

TOWN OF WINTERVILLE
Benefit Highlights July 2022 – June 2023

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

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

Important Highlights:

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

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

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

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

TOWN OF WINTERVILLE
Benefit Highlights July 2022 – June 2023

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

Executive Exempt 2080 Hours

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

FLSA Exempt 40 Hours

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

FLSA Non-Exempt 40 Hours

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

TOWN OF WINTERVILLE
Benefit Highlights July 2022 – June 2023

Police Officers (FLSA Non-Exempt 42 Hours)

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

Fire (FLSA Non-Exempt 56 Hours)

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

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

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

Sick Leave:

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

TOWN OF WINTERVILLE
Benefit Highlights July 2022 – June 2023

Holidays:

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

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

Miscellaneous:

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

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

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

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

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

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

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

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

APPENDIX

Item

- (1) 2023-2024 Budget Calendar.
- (2) Positions by Department.
- (3) Debt Service Schedule (2023-2024 and following years).
- (4) Revenue Yields for the 2023-2024 Fiscal Year.
- (5) Fund Balances and Retained Earnings.
- (6) Comparison of Municipal Tax Rates and Utility Charges for FY 2023-2024.
- (7) Non-Town Agency Funding Requests.



TOWN OF WINTERVILLE

FY 2023-2024

BUDGET CALENDAR

DATE	DESCRIPTION	TIME	LOCATION
Monday, January 23, 2023	Town Council Vision Setting Meeting	6:00 pm	THAR
Monday, February 20, 2023	Distribution of Budget Worksheets to Management Team	NA	TMGR OFFICE
Friday, March 24, 2023	Management Team Recommendations Due	NA	TMGR OFFICE
Monday, May 1, 2023	Town Council & Manager Progress Meeting	6:00 pm	THECR
May 8-12, 2023	Manager Review with Management Team	N/A	TMGR OFFICE
Monday, May 22, 2023	Hand delivery of the Recommended Budget	N/A	NA
Tuesday, May 23, 2023	Town Council Budget Work Sessions	6:00 pm	THAR
Thursday, May 25, 2023	Town Council Budget Work Sessions	6:00 pm	THAR
Monday, June 5, 2023	Public Hearing	6:00 pm	THAR
Monday, June 12, 2023	Adoption of the FY 2023-2024 Budget Ordinance	6:00 pm	THAR
Friday, July 1, 2023	Fiscal Year Begins	NA	NA

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

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

TMGR Office
Town Manager's Office
2571 Railroad Street
Winterville, NC 28590

DEPOT:
Winterville Train Depot
Railroad Street
Winterville, NC 28590

Town of Winterville
Position By Department (REVISED)
2022-2023 Fiscal Year

Department	Number of Positions	Position Title
Administration		
	1	Town Manager
	1	Assistant Town Manager
	1	Town Clerk
	1	HR Director
	1	Executive Staff Assistant
	1	Office Manager (Ops Center)
Total positions	6	Full -Time Total ONLY

Electric		
	1	Electric Director
	0	Electric Systems Superintendent
	2	Electric Line Crew Leader
	2	Electric Line Technician 1st Class
	0	Electric Line Technician 2nd Class
	2	Electric Line Technician 3rd Class
	1	Meter Electric Services Supervisor
	2	Meter Technician
	1	Part-Time Purchaser (15 hours)
Total positions	10	Full -Time Total ONLY

Information Technology		
		Contract with VC3

Finance		
	1	Finance Director
	1	Accounting Operations Manager
	1	Revenue Collector
	1	Purchasing Agent
	1	Utility Billing Coordinator
	*2	Customer Service Representative
Total positions	7	Full-Time Total ONLY

*The additional CSR position will be split between Finance and Inspection/GIS.

Planning		
	1	Planning and Economic Development Director
	1	Planning and Economic Development Planner
Total positions	2	Full-Time Total ONLY

Police		
	1	Police Chief
	2	Police Lieutenant
	4	Police Sergeant
	1	Corporal
	12	Police Officer
	3	School Resource Officer
	2	Investigator
	1	Office Manager
	4	Police Reserve Positions
Total positions	26	Full-Time Total Only

Public Works		
	1	Public Works Director
	1	Public Works Superintendent
	4	Equipment Operator
	1	Senior Equipment Operator
	1	Electrician/Instrumentation Technician (swr)
	2	Utility/Pump Maintenance Mechanic (wa)
	2	Sr. Utility/Pump Maintenance (wa)
	1	Utility/Pump Maintenance Mechanic (swr)
	1	Construction Inspector (wa)
	1	Sr. Equipment Operator (stwa)
	1	Equipment Operator (stwa)
	1	Part-Time Equipment Operator
Total positions	16	Full-Time Totals ONLY

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

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

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

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

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

Total Approved Full-Time Positions	91
Total Funded Full-Time Positions	91

NOTE: some of the PT positions listed meets the Town and benefits purposes.

Town of Winterville
Debt Service Payment Schedule for Next 10 Years
2023-2024

General	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033
Winterville Recreation Park	\$ 104,089	\$ 101,610								
Emergency Services Facility /Refi W/ BB&T	\$ 149,200	\$ 149,200	\$ 149,200	\$ 149,200	149,200	149,200				
BB&T Land Payment	\$ 12,465	\$ 11,932								
E-One Ladder Truck	\$ 92,734	\$ 90,407	\$ 88,054							
E-One Fire Truck	\$ 105,436									
Rec Playground Equipment - Fund Balance Reimbur	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	40,000	40,000	40,000			
BB&T Nissan Pathfinder	\$ 8,942									
BB&T BS&A Software	\$ 70,395	\$ 70,395	\$ 70,395	\$ 70,395	\$ 70,395					
BB&T Public Works Equipment	\$ 94,117	\$ 94,117	\$ 94,117	\$ 94,117	\$ 94,117					
	\$ 677,378	\$ 557,661	\$ 441,766	\$ 353,712	\$ 353,712	\$ 189,200	\$ 40,000	\$ -	\$ -	\$ -

Recreation Vehicles
Electric

Phase II of CIP - BBT	\$ 98,112	\$ 98,112								
	\$ 98,112	\$ 98,112	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Sewer										
BBT - Pumpstations	\$ 32,689	\$ 32,689								
Sanitary Sewer Bonds / Refi W/ BB&T	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506	\$ 74,506				
Regional Liftstation - SRL	\$ 134,478	\$ 132,691	\$ 130,903	\$ 129,116	\$ 127,329	\$ 125,541	\$ 123,754	\$ 121,967	\$ 120,179	\$ 118,392
2019 Capital Improvements Project	\$ 138,077	\$ 138,077	\$ 138,077	\$ 138,077	\$ 138,077	\$ 138,077	\$ 138,077	\$ 138,077	\$ 138,077	\$ 138,077
Elli's Ridge Cost Share (Reimburse Water Fund)	\$ 18,600	\$ 18,600								
	\$ 398,350	\$ 396,563	\$ 343,487	\$ 341,699	\$ 339,912	\$ 338,124	\$ 261,831	\$ 260,044	\$ 258,256	\$ 256,469

Water										
BBT - Worthington Rd Interconnect	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632	\$ 154,632
Water Tower Rehab - DWRL	\$ 29,979	\$ 29,606	\$ 29,232	\$ 28,859	28,486	28,113	28,113	28,114	28,115	28,116
	\$ 184,611	\$ 184,238	\$ 183,865	\$ 183,492	\$ 183,118	\$ 182,745	\$ 182,745	\$ 182,746	\$ 182,747	\$ 182,748

Annual Debt Service Payments	2023-2024	2024-2025	2024-2026	2024-2026	2026-2027	2026-2027	2026-2027	2026-2028	2026-2029	2026-2030
	\$1,358,451	\$1,236,574	\$969,117	\$878,902	876,742	710,070	484,576	442,790	441,004	439,218

**Town of Winterville
Annualized Revenue Yields
2023-2024 Budget Estimates**

General Fund		Type of Increase
Property Tax	\$ 87,878.00	1 cent

Electric		
Sales	\$ 67,306.00	1%

Water		
Sales	\$ 15,665.38	1%

Sewer		
Sales	\$ 23,607.00	1%

Solid Waste		
Sales	\$ 50,472.00	\$1.00 per cust.

Stormwater		
Sales	\$ 55,644.00	\$1.00 per ERU

Town of Winterville
Fund Balances and Retained Earnings
July, 1st 2022

Funds	Balance As of 06-30-2022	Funds Appropriated for the 2022-2023 Budget	Amount Available for Appropriation
General			
Inventories/Nonspendables	\$ 22,663.00		\$ 22,663.00
Restricted	\$ 1,970,527.00		\$ 1,970,527.00
Committed	\$ 144,305.00		\$ 144,305.00
Assigned	\$ 507,102.00		\$ 507,102.00
Unassigned	\$ 10,797,410.00	\$ 1,870,572.28	\$ 8,926,837.72
Electric	\$ 7,725,400.00	\$ 3,509,356.22	\$ 4,216,043.78
Water	\$ 2,775,347.00	\$ 142,358.84	\$ 2,632,988.16
Sewer	\$ 1,222,059.00	\$ 542,249.56	\$ 679,809.44
Stormwater	\$ 1,130,028.00	\$ 37,061.00	\$ 1,092,967.00
			\$ 20,193,243.10

General Fund Estimate

Total - Unassigned	\$ 8,926,837.72
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Trend of Fund Balance in relation to appropriations for the last five Fiscal Years.

Est. Percentage of Unassigned Fund Balance Appropriation 6-30-2023	54%
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Percentage of Fund Balance Appropriation 6-30-2017	64%
Percentage of Fund Balance Appropriation 6-30-2018	62%
Percentage of Fund Balance Appropriation 6-30-2019	45%
Percentage of Fund Balance Appropriation 6-30-2020	82%
Percentage of Fund Balance Appropriation 6-30-2021	89%
Percentage of Fund Balance Appropriation 6-30-2022	85%

Group Average	48.56%
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**Utility and Property Tax Cost Comparisons
For Pitt County Municipalities
2023-2024**

Monthly Utility Costs	Ayden		Greenville Utilities Commission		Farmville		Winterville	
Water	5,000 Gallons	\$ 53.00		\$ 32.84		\$ 56.49		\$ 29.02
Sewer	5,000 Gallons	\$ 89.82		41.20		61.35		51.47
Sanitation	Monthly	\$ 13.85		16.00		22.85		11.50
Electricity	1,500 kWh	\$ 185.80		162.21		203.10		180.08
Stormwater	Per ERU	\$ 3.50		7.35		-		4.00
TOTAL		\$ 345.97		\$ 259.60		\$ 343.79		\$ 276.07

Annual Property Taxes	Ayden		City of Greenville		Farmville		Winterville	
County Tax	\$150,000 Home	\$ 1,026.15		1,026.15		1,026.15		1,026.15
City Tax	\$150,000 Home	\$ 810.00		734.25		735.00		712.50
EMS Tax	\$150,000 Home	\$ 89.25		-		89.25		89.25
TOTAL		\$ 1,925.40		\$ 1,760.40		\$ 1,850.40		\$ 1,827.90

	Property Tax Rate per \$100		EMS Tax		County Tax	
Ayden	\$ 0.540	\$ 0.0595	\$ 0.0595	\$ 0.6841		
Greenville	\$ 0.4895	N/A	\$ 0.6841			
Farmville	\$ 0.490	\$ 0.0595	\$ 0.6841			
Winterville	\$ 0.475	\$ 0.0595	\$ 0.6841			

2023-2024 NON-TOWN AGENCY FUNDING APPROVALS



There were (8) Non-Town Agency Applications and (1) other application submitted for Fiscal Year 2023-2024. There were (8) Non-Town Agency approved allocations totaling \$100,000 and the Sheppard Memorial Library allocation totaled \$171,768. Attached is a summary of the funds approved, applications, and comprehensive reports.

TOWN OF WINTERVILLE
2571 RAILROAD STREET
May 23, 2023

FY 2023-2024 NON-TOWN AGENCY FUNDING APPROVALS

Agency	Amount Requested	Other Amount	Status
Boys & Girls Club	\$5,000.00		Approved
Pitt County Council on Aging	\$6,500.00		Approved
Pitt County Girls Softball League	\$5,000.00		Approved
Rebuilding Together Pitt County, NC	\$10,000.00		Approved
Winterville Chamber of Commerce	\$20,000.00 \$1,100.00+**	<i>In-Kind</i>	Approved
Winterville Historical & Arts Society: DEPOT	\$7,150.00**	<i>In-Kind</i>	Approved
Winterville Historical & Arts Society: MUSEUM	\$5,775.00**	<i>In-Kind</i>	Approved
Winterville Senior Citizens Club	\$3,500.00 \$2,700.00+**	<i>In-Kind</i>	Approved
Winterville Watermelon Festival	\$50,000.00		Approved
TOTAL	\$100,000.00		
Sheppard Memorial Library Request	\$171,768.00		Approved
**not cash request/services only total	\$16,725.00+		

NOTES:

At the May 23, 2023 Budget Work Session #1, Town Council voted to approve the Non-Town Agency Funding amounts listed above.

FY 2023-2024 NON-TOWN AGENCY FUNDING APPROVALS

Table of Contents

Boys & Girls Club	1
Pitt County Council on Aging.....	15
Pitt County Girls Softball League.....	25
Rebuilding Together Pitt County, NC.....	34
Winterville Chamber of Commerce.....	46
Winterville Historical & Arts Society: DEPOT and MUSEUM	55
Winterville Senior Citizens Club.....	69
Winterville Watermelon Festival	75
Sheppard Memorial Library	84



**TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION**

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

1. Agency Name:
Boys & Girls Clubs of the Coastal Plain
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.
Tax ID: 56-0927694
3. Mailing Address:
621 W. Fire Tower Road, Winterville, NC 28590
4. Street Address:
621 W. Fire Tower Road, Winterville, NC 28590
5. Primary Contact Person:
Will Chriscoe
Secondary Contact Person:
Sonya Howell
6. Primary Contact Email Address:
wchriscoe@bgccp.com
Secondary Contact Email Address:
showell@bgccp.com
7. Primary Contact Phone:
252-355-2345 ext. 306
Secondary Contact Phone:
252-355-2345 ext. 225
8. Primary Contact Mobile Phone:
919-807-9818
Secondary Contact Mobile Phone:
252-268-1408
9. Date of Application:
3/23/2023
10. Fax:
252-321-6281

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

Please see attached Board of Directors roster

12. Amount of Town funds requested:

\$20,000

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

Boys & Girls Clubs of the Coastal Plain has received \$5,000 per year for the last three years.

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

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

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

Boys & Girls Clubs of the Coastal Plain's Jack Minges Unit is grateful for the previous financial support provided by the Town of Winterville. We respectfully request an investment of \$20,000 for the 2023-2024 fiscal year to support Formula for Impact program costs which allows us to keep the Club open and serving youth, both during the academic year and the summer. An investment by the Town of Winterville will allow our Club members to have the academic tools and resources they need for success. With a Jack Minges Club budget of over \$850,000 for Formula for Impact, your partnership will ensure young people will have the opportunity to participate in afterschool and summer learning prevention programming in a safe fun environment, which can level the playing field for some of the cities most underserved and at-risk young people.

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

Our services are needed now more than ever. Pitt County 3rd grade reading proficiency is 43.2%, while high school students graduating on time is 84.6%. Pitt County's percentage of children living in poor or low-income homes is 48%. Over 95% of Pitt County's Club youth live in poverty, and 65% are from single-parent homes. Forty-two percent (42%) of Club members reside in homes where the annual income is \$25,000 or less. Our Jack Minges Unit has an annual membership of 495 members, ages 6-18. Of those, 50% are female and 50% are male; 69% are African American, 15% are Caucasian, 6% are Hispanic and 10% are Bi-racial or other persons of color. The Jack Minges Unit, located in Winterville, is open from 2:30-7:00 p.m., Monday through Friday during the school year and from 7:00 a.m.-6:00 p.m. during non-school days (teacher workdays, ½ school days, and some holidays) and summer. Other options for afterschool care would far exceed the annual membership fee of \$50 for the academic year and \$150 fee for summer membership. No child has ever been turned away for inability to pay the membership fee. Please see attached for the Formula for Impact programs, goals, and outcomes.

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

The Jack Minges Unit anticipates serving over 600 members in the upcoming year, and each member would benefit from the opportunities made possible through these funds. Membership at the Club has increased by over 101 members since the pandemic, and the average daily attendance at Jack Minges Unit has increased by 37 members per day.

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

195 (40%) of the current Jack Minges Club members reside in Winterville and require transportation from schools to the Club or for Club related trips and activities.

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

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

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

Yes

21. Mission Statement and General Agency Overview:

The mission of Boys & Girls Clubs of the Coastal Plain is to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. Boys & Girls Clubs of the Coastal Plain is part of a nationwide Movement of community-based, autonomous organizations and Boys & Girls Clubs of America, working to help youth, ages 6-18, of all backgrounds develop the qualities needed to become responsible citizens and leaders. It offers daily access to a broad range of programs in five core program areas, including Character and Leadership Development; Education and Career Development; Health and Life Skills; the Arts; and Sports, Fitness and Recreation, as well as several specialized initiatives. All programs are designed to drive positive outcomes for youth and reinforce necessary life skills. The organization has been in existence since 1969, and currently has five Units in Pitt County. The flagship Club, the Jack Minges Unit, is located in Winterville. The Jack Minges Unit served over 500 members in 2022, and strives to have every member who walks through the door graduate high school with a plan for the future, adopt a healthy diet, practice healthy life choices, make a lifelong commitment to fitness, and be an engaged citizen, involved in the community, register to vote, and model strong character.

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

East Carolina University is a critical partner in providing tutors and volunteers. Tutoring programs work to ensure that students are performing at or above grade level, are being promoted to the next grade on-time, and graduate from high school. A partnership with Pitt County Schools allows us to share and collect data on members' progress toward academic goals. Winterville Charter Academy offers opportunities for their students and Club members to play each other in basketball games and is going to be approached about providing academic information to the Club regarding members' progress toward academic goals. The collaboration with Greenville Fire and Rescue, Greenville Police Department, ECU Health, and Pitt County Health Department focuses on safety and health education. Camps include fishing, kayaking, hiking, fitness activities, and observations/experiments incorporating learning about the solar system/star structures. U.S. Cellular partners with the Minges Unit throughout the year for

various events, including Black History Month Drawing Contest, Science Fair Expos, and Earth Day projects. Greenville Civic Ballet offers Power of Dance (6-week) program every spring to members ages 6-12. They are broken into small groups with current Greenville Civic Ballet dance students where they learn proper hip-hop, jazz, and musical theater dance techniques, and develop a dance routine to perform at the conclusion of the program. We host a dance recital for parents and Club members and recognize each dancer, as well as award four scholarships. Kids who receive begin in mid-August and complete the 9-month program in May. Daughters of Worth exists to educate, equip, and empower girls of all ages to become strong women of influence in the ir communities. Thirty female Club members meet weekly for self-appreciation and positive affirmation activities, as well as service to the community by writing Notes of Hope to girls throughout Pitt County Schools. ECU School of Dental Medicine hosts annual free dental screenings for all members, as well as oral health activities. Additional groups that provide volunteers include Zeta Phi Beta, ECU Center for Leadership and Civic Engagement, Old Navy, ECU Honors College/EC Scholars, PCS, Pitt Pirates Robotics, Junior League of Greenville, Girl Scouts, Trillium, Thermo Fisher, Greenville-Pitt Chamber of Commerce, and Kiwanis.

BUDGET DETAILS:

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

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue		94800 Bank of America - \$2,500 Barnhill - \$2,950 JCPenney - \$1,000 Maynard Fdn. - \$20,000 Panera Fdn. - \$7,350 ABC Board Pitt - \$6,000 Women for Women- \$3,000 Panda Cares - \$20,000 USCellular - \$6000 Dept. of HHS - \$16,500 Vidant (ECU) - \$7,500 Starbucks - \$2,000	72000 Barnhill - \$5,000 (pending) Maynard Fdn. - \$20,000 (pending) ABC Board Pitt - \$6,000 (Pending) USCellular - \$6,000 (Pending) Dept. of HHS - 25,000 (Pending) ECU Health - \$10,000 (Pending)
Town Funds	\$5000	5000	20000

**NON-TOWN AGENCY INSTRUCTIONS
GRANT APPLICATION**

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

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

I, Mark Holtzman, of (Boys & Girls Clubs of the Coastal Plain do hereby make the following ASSURANCES to the Town of Winterville:

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

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


 Mark Holtzman CEO
 Signature of President/Executive Director of Agency/Organization
 Date: 4/11/2023



**BOYS & GIRLS CLUBS
OF THE COASTAL PLAIN**

Formula for Impact

Formula for Impact is the road map the Boys & Girls Club movement will follow together to ensure that youth achieve our priority outcomes: Academic Success, Healthy Lifestyles, and Good Character & Citizenship. Formula for Impact is the key to making our ambitious vision of great futures for all young people a reality by ensuring that every youth and teen who walks through our doors are **inspired** and **prepared** for a future of their choice. Boys & Girls Clubs of the Coastal Plain (BGCCP) serves the kids who need us most.

Academic Success

Goals for Academic Success:

- 75% of members in grades 3 and above, will maintain a C grade point average or better on their report cards.
- 90% of members will graduate high school, or be promoted to the next grade, on schedule.
- Power Hour - Making Minutes Count - helps Club members, ages 6-18, achieve academic success by providing homework help, tutoring, and high yield learning activities, and encouraging members to become self-directed learners.
- STEM - Through various partnerships with Organizations such as the ECU Robotics Lab, Pitt Community College, and NC Estuaries, STEM opportunities are offered to Club members' year-around.
- Summer Brain Gain - A national initiative presented by Boys & Girls Clubs of America. Club members will engage in cross-curricular activities designed to lessen the effects of summer learning loss. The program is centered on fun, theme-based activities designed to mitigate summer learning loss for early and upper elementary, middle, and high school youth. Each Common Core aligned learning module provides engaging project-based activities, with an emphasis on math, literacy, and 21st century skills.

Healthy Lifestyles

Goals for Healthy Lifestyles:

- 85% of participants will pass the Healthy Habits post-test.
- 85% of participants will pass the SMART Moves post-test.
- 85% of participants will pass the Street SMART post-test.
- 60% of members will be in the Healthy Fit Zone of the National Fitness Competition in each of the following components:
 - Curl-ups
 - Push-ups
 - Shuttle run

- Child and Adult Care Food Program (CACFP) is a USDA funded program that provides reimbursement dollars to organizations that feed their selected population. Participating organizations must meet the USDA guidelines in regard to the types of food served, portion size, and serving times. All youth in the organization benefit from this program, with the ability to receive a snack and dinner daily. In 2022, 6,985 healthy meals and 6,542 healthy snacks were served to Club members at the Jack Minges Unit. In a county in which 1 in 5 of its youth below age 18 living in food insecure households, the ability to receive these meals and snacks at the Club is crucial to Club members.
- Triple Play is Boys & Girls Clubs of America's comprehensive health and wellness initiative that strives to improve the overall health of members, ages 6-18, by increasing their daily physical activity, teaching them good nutrition and helping them develop healthy relationships.
- SMART Moves is nationally acclaimed prevention program. The program exposes youth to various activities designed to hone their decision-making and critical-thinking skills, as well as learn how to avoid and/or resist alcohol, tobacco, other drugs and premature sexual activity. Newly added modules include social and emotional health, inclusion, and equity.
- Street SMART educates pre-adolescents about the destructive lifestyles of gangs and develops resistance and refusal skills. It consists of four program areas -gang awareness and prevention, conflict resolution, valuing differences, and peer leadership training.

Good Character & Citizenship

Goals for Good Character & Citizenship:

- Club members will perform approximately 1,000 combined hours of Club and Community Service.
- Clubs will strive to engage every member in at least one hour of service.
- Torch Club is a chartered small-group leadership and service club for boys and girls ages 11-13. Torch Club is a powerful vehicle through which Club staff can help meet the special character development needs of younger adolescents at a critical stage in their development. Torch Club members learn to elect officers and work together to implement activities in four areas: service to Club and community, education, health and fitness, and social recreation.
- Million Members, Million Hours of Service (MMMHS) encourages good character and appreciation for citizenship and provides every Club member with opportunities to serve in year-round Club and community-based volunteer service experiences. BGCA encourages Clubs and provides resources to help them engage every member in at least one hour of service each year.
- Youth of the Year is Boys & Girls Clubs of America's premier youth leadership program. Youth of all ages benefit from engaging, age-appropriate opportunities to develop their leadership abilities and achieve positive outcomes. Youth of the Year empowers youth to build leadership abilities to support and influence their Club and community, sustain meaningful relationships with others, develop a positive self-image and good character, participate in the democratic process, and respect their own and others' cultural identities.



The significance of Formula on our Club members from the Jack Minges Club for the current membership year (July 1, 2022 – current):

- 204 members participated in the homework assistance program, Power Hour
- 83% of Pitt County members received a C or higher grade point average in their report cards
- 81 hours of Community and Club service were completed
- 126 members participated in Summer Brain Gain, a summer learning loss prevention program
- 110 members participated in SMART Moves (Skills Mastery and Resistance Training): Emotional Wellness
- 327 members participated in High Yield activities, which provide youth with enjoyable experiences that are hands-on and interactive, and intentionally develop and reinforce critical thinking or other skills
- 155 members engaged in the Triple Play Healthy Habits, a program about healthy eating and smart food choices
- 216 combined hours of tutoring offered during school hours for additional academic support
- 76 teens completed Career Launch, Money Matters, Diplomas2Degrees, and college tours as part of the college preparedness and workforce development programs
- 22,091 nutritious meals and 13,233 healthy snacks have been served to Jack Minges Unit members for this program year

**AGENCY NAME: BOYS & GIRLS CLUBS OF THE COASTAL PLAIN
TOWN OF WINTERVILLE
NON-TOWN AGENCY (NTA) FUNDING PROCESS
INSTRUCTIONS FOR COMPLETING AND
SUBMITTING THE COMPREHENSIVE REPORT
FY 2023-2024**

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

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Friday, April 14, 2023.

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

- A summary of revenue and expenditures for the reporting period.
\$5,000 was received by the Town of Winterville, and was utilized to repair damage caused by a burst pipe in the Teen Center. These improvements repaired what was considered a safety hazard. All funds were used for the upfit of the Teen Area.
- How did the Agency/Organization accomplish its stated goals for the reporting period?
Boys & Girls Clubs of the Coastal Plain reached its goals by repairing damage caused by a bursted pipe in the Teen Center. Repairs now adhere to our safety standards, and areas are safe for teen members to attend. Updated and repaired areas of the Club are vital to the success of programming to our members. When sections of the Club are in disrepair, it hinders the optimal experience for our youth.
- What goals/programs were unmet during the reporting period?
The request was initially for funds to repair damage to the Teen Center, upfit the gamesroom, and upgrade the cafeteria. The gamesroom and cafeteria updates were not able to be completed due to lack of available funds.
- How were Winterville residents served by the Agency/Organization?
Boys & Girls Club member, who are residents of Winterville, gained access to BGCCP programming to improve academic success, healthy lifestyles, and good character & citizenship.
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS 494

TOTAL TOWN OF WINTERVILLE RESIDENTS 197

- Any other pertinent information deemed appropriate.
BGCCP is still recovering financially from the impact of the closure of Clubs during the pandemic. We continue to conduct fundraisers, and are working to overcome staff shortages, all while keeping a firm grasp on expenditures.

Attach additional information.

Boys & Girls Clubs of the Coastal Plain Corporate Board 2022-23

	NAME	ROLE	Committee	BUSINESS	CITY	TERM END	GENDER	RACE	YEARS of SERVICE
1	Anderson, Paul	Member	Finance	Southern Bank	Greenville	2022	Male	W	3
2	Arnold, Katrina	Member	CEO Search	Pitt Community College	Greenville	2022	Female	AA	4
3	Berry, John	Member		Berry Building Group	Winterville	2022	Male	W	4
4	Bond, Jimmy	Member	Finance	Retired – CPA	Greenville	2022	Male	W	0-1
5	Carnitz, Jill	Past Chair, Member	Executive	Community Leader	Greenville	2022	Female	W	15
6	Colombo, Mike	Vice Chair	Executive	Colombo-Kitchin Attorneys	Greenville	2023	Male	W	15
7	Dellasega, Mark	Member		Retired - Physician	Greenville	2022	Male	W	0-1
8	Duck, Taylor	Member	Executive	Merck Pharmaceuticals	Greenville	2022	Female	W	3
9	Gay, Mitch	RD Committee Chair	RD & Finance	BB&T	Morehead City	2022	Male	W	12
10	Kulikowski, Tom	Member	Finance	Retired - Penco Products	Greenville	2022	Male	W	0-1
11	Leary, Alan	Secretary	Finance	Remax	Morehead City	2024	Male	W	25
12	Lewis, Scott	Member	Safety & Exec	Select Bank & Trust	Morehead City	2024	Male	W	15
13	Lilley, Roy	Member		Lilley & Johnson, PA	Williamston	2022	Male	W	9
14	Miller, Patrick	Member		Retired - Greene County Schools	Snow Hill	2023	Male	W	10
15	Moye, Andy	Operations Chair	Operations & Safety	Greene Gin & Cotton Co.	Snow Hill	2024	Male	W	15
16	Parker, Regina	Member		Chief Justice, 2nd Circuit	Williamston	2024	Female	AA	4
17	Pate, Tim	Member	Finance	Oceanus Capital	Trent Woods	2023	Male	W	12
18	Pecheles, Suzanne	Member		Community Leader	Greenville	2022	Female	W	9
19	Satterwhite, Bynum	Past Chairperson	Executive	Raymond James and Associates	Farmville	2024	Male	W	15
20	Smith, Michael	Chairperson		CarolinaEast Medical Center	New Bern	2023	Male	W	4
21	Stephenson, Steve	Member	Executive & RD	Ward and Smith, P.A.	Greenville	2024	Male	W	30
22	Taylor, Garrett	Member		Uplift Comprehensive	Greenville	2022	Male	AA	4
23	Willis, Karen	Member		Willis Insurance Agency	Beaufort	2022	Female	W	19



**BOYS & GIRLS CLUBS
OF THE COASTAL PLAIN**



**TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION**

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

1. Agency Name:
Pitt County Council on Aging
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.
52-1042008
3. Mailing Address:
County Home Road, Greenville NC 27858
4. Street Address:
County Home Road, Greenville NC 27858
5. Primary Contact Person:
Rich Zeck

Secondary Contact Person:
Teri Guillemette
6. Primary Contact Email Address:
rzeck@pittcoa.com

Secondary Contact Email Address:
tguillemette@pittcoa.com
7. Primary Contact Phone:
752-1717 x203

Secondary Contact Phone:
752-1717 x207
8. Primary Contact Mobile Phone:
Click or tap here to enter text

Secondary Contact Mobile Phone:
Click or tap here to enter text
9. Date of Application:
4/6/2023
10. Fax:
Click or tap here to enter text

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

Attached

12. Amount of Town funds requested:

\$6,500

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

\$5,500

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

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

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

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

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

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

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

4

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

4

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

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

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

Agree

21. Mission Statement and General Agency Overview:

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

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

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

BUDGET DETAILS:

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	4680	6500	6500
Supplies			
Services			
Capital Outlay			
TOTAL	4680	6500	6500
# of positions (FTE)			
24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue			
Town Funds	4680	4680	6500

**NON-TOWN AGENCY INSTRUCTIONS
GRANT APPLICATION**

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

**Board of Directors
Pitt County Council on Aging
January 2023**

Bill Newill- Past Chair

Term ends 12/31/2025

Retired
214 Nichols Drive
Greenville, NC 27858
856-495-9425
wnewill@hotmail.com

Ray Franks- Treasurer

Term ends 12/31/2023 *

Retired
2301 Fieldstone Place
Greenville, NC 27858
252-686-1952
Rayfranks52@yahoo.com

Tonya Leggett

Term ends 12/31/2025

PCC
442 Eastpoint Drive
Greenville, NC 27858
252-916-8444
tleggett@email.pitcc.edu

Al Muller

Term ends 12/31/2024

Retired
212 Bristol Ct.
Greenville, NC 27834
252-916-5667
Axm6737@gmail.com

Sharon Schlichting

Term end 12/31/2024 *

Retired
68 Barnes Street
Greenville, NC 27858
252-355-7278
Sharon7724@embarqmail.com

Joseph Chrobak

Term ends 12/31/2025 *

Edward Jones
588 Cedar Ridge Drive
Winterville, NC 28590
252-375-0588
joechrobak@suddenlink.net

Alice Keene- At Large

Term ends 12/31/2023 *

Pitt County Parks & Rec.
1872 Century Drive
Greenville, NC 27834
252-375-5028
alice.keene@pittcountync.gov

Sue Tidd- Secretary

Term ends 12/31/2025

United Way
124 Rockland Drive
Greenville, NC 27858
207-877-4431
Stidd65@gmail.com

Christopher Woods

Term ends 12/31/2024

NC DHHS- Independent Living
304 Quinn Court
Winterville, NC 28590
252-327-3617
Woodsc2000@yahoo.com

Lydia Best

Term ends 12/31/2025

Retired
1802 Plantation Circle
Greenville, NC 27858
252-714-7454
Diabest7@yahoo.com

Lee Adams- Chair

Term ends 12/31/2023 *

Retired- Educator
4102 Hardwick Ct.
Greenville, NC 27834
252-756-5787
Leeadams85@suddenlink.net

Rosie Grinder

Term end 12/31/2023 *

Retired
1014 Pine Drive
Winterville, NC 28590
252-355-6230
omarosier@suddenlink.net

Michael Aichinger- At Large

Term ends 12/31/2024 *

Retired

329 Oxford Road

Greenville, NC 27858

252-756-4736

michael_a_2758@yahoo.com

Tammy Matis

Term ends 12/31/2024 *

Retired

4155 Grimmsburg Street

Farmville, NC 27828

252-258-4280

tammy.matis@gmail.com

Sylvia Wheless- Co-Chair

Term ends 12/31/2024 *

Retired

1747 Beaumont Circle

Greenville, NC 27858

252-756-0722

sjwheless@gmail.com

Tammy Elliott

Term ends 12/31/2023*

Retired

2003 Pinecrest Drive

Greenville, NC 27858

252-412-4278

telliottsix@gmail.com

Mary Perkins-Williams

Pitt County Commissioner

2197 Old River Road

Greenville, NC 27834

252-751-6686 (o) 367-7120 ©

Pittcountycommissioner.d2@gmail.com

MaryAnn Bratley

Term ends 12/31/2024 *

Retired nurse

899 Darrell Drive

Greenville, NC 27834

252-347-9359

collelo@suddenlink.net

Latoya Heath

Term ends 12/31/2024 *

Social Work

456 Britt Road

Greenville, NC 27858

252-814-8714

latoya.heath@pittcountync.gov

***eligible for second term**

****eligible for (2) two terms**

Updated November 15, 2022

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

I, Rich Zeck- Executive Director, of (Pitt County Council on Aging do hereby make the following ASSURANCES to the Town of Winterville:

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

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

Rich Zeck

Signature of President/Executive Director of Agency/Organization

Date: 4/6/2023

**AGENCY NAME: COUNCIL ON AGING
TOWN OF WINTERVILLE
NON-TOWN AGENCY (NTA) FUNDING PROCESS
INSTRUCTIONS FOR COMPLETING AND
SUBMITTING THE COMPREHENSIVE REPORT
FY 2023-2024**

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

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Friday, April 14, 2023.

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

- A summary of revenue and expenditures for the reporting period.
\$6,500
- How did the Agency/Organization accomplish its stated goals for the reporting period?
Our goal was to use the fund award for the purchase of home delivered meals for Winterville residents. We met our goal by serving four (4) extra individuals from the waiting list with the award.
- What goals/programs were unmet during the reporting period?
None
- How were Winterville residents served by the Agency/Organization?
Homebound, vulnerable Winterville residents received home delivered Meals on Wheels meals as well as a wide variety of aging related services i.e. Medicare counseling, incontinence supplies, nutritional and home safety assessments.
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS

TOTAL TOWN OF WINTERVILLE RESIDENTS

- Any other pertinent information deemed appropriate.
[Click or tap here to enter text.](#)

Attach additional information.



TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION

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

- 1. Agency Name: *Pitt County Girls Softball League, INC (AKA PCLSL)*
Click or tap here to enter text
- 2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.
Click or tap here to enter text
(TAX ID#) - 56-1891535
TRUST Acct # 5217910597
CORNER Red BANKS + Greenville BLVD, Greenville, NC 27838
- 3. Mailing Address:
Click or tap here to enter text
P.O. Box 639
Winterville, NC 28590
- 4. Street Address:
Click or tap here to enter text
4799 Reedy BRANCH Rd
Winterville, NC 28590
- 5. Primary Contact Person: *BO BATTIS*
Click or tap here to enter text
Secondary Contact Person: *CHRIS HOWARD*
Click or tap here to enter text
- 6. Primary Contact Email Address: *bobobattis@gmail.com*
Click or tap here to enter text
Secondary Contact Email Address: *choward1779@suddenlink.net*
Click or tap here to enter text
- 7. Primary Contact Phone: *252-714-5485*
Click or tap here to enter text
Secondary Contact Phone: *252-902-6969*
Click or tap here to enter text
- 8. Primary Contact Mobile Phone: *252-714-5485*
Click or tap here to enter text
Secondary Contact Mobile Phone: *252-902-6969*
Click or tap here to enter text
- 9. Date of Application: *4-13-23*
Click or tap to enter a date
- 10. Fax:
Click or tap here to enter text *N/A*

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

Click or tap here to enter text *LIST ATTACHED (Item # 1A)*

12. Amount of Town funds requested: *\$18,000 to pay PCGSK's electric bill for year*

Click or tap here to enter text *2023,*

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

Click or tap here to enter text *Yes, \$5000.00 in 2022 AND 2021*

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

Click or tap here to enter text *Not a one time. PCGSK will continue to request funding from Winterville as we receive no governmental funding out-side of Winterville's and have a budget in excess of \$220,000. Annually.*

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

Click or tap here to enter text *To pay ongoing operating expenses such as our annual electric bill which some years is nearly \$18,000.*

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

Click or tap here to enter text *Any funds received from Winterville frees up generated revenues to go towards facilities improvements and reaching out to even more girls to become part of the PCGSK family.*

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

Click or tap here to enter text *4000+. This includes thousands of out of town (and out of state) visitors to our home base in Winterville, called the Sara Lee Complex, attending the over 27 weekend travel softball tournaments we will be hosting in 2023. These players and parents will spend hundreds of thousands of dollars in Winterville + Greenville based businesses, purchasing supplies, gas, food in restaurants etc... Unfortunately, because Winterville does not have hotels these dollars go to Greenville.*

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

Click or tap here to enter text

#1,000 plus: this figure includes players, PARENTS, siblings, grand parents along with additional family members and local business personnel.

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

Click or tap here to enter text

Funds from generated revenues will be used to pay operating expenses instead of going towards improvements to the PEGSL program.

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

Click or tap here to enter text

Form attached

21. Mission Statement and General Agency Overview: *Mission Statement (copy attached)* ^{Item 7-1}

Click or tap here to enter text

General Agency Overview - PEGSL is a 30 year old 501(c)3 non profit organization founded to provide practice and game playing opportunities to any female Pitt Co. NC resident between 4-16 years of age. Since 1993, nearly 12,000 girls have played in PEGSL.

22. How do you coordinate the services provided by your agency with Town, County and other agencies?

Specify what the relationship is and the agency (or agencies) involved.

Click or tap here to enter text

PEGSL has a continuous 25+ year relationship with Winterville Parks and Rec. Dept.

We enjoy this relationship and are constantly referring youth to each other.

In the past, we have utilized each other's facility to host Major Tournaments and this has resulted into profitable ventures for both PEGSL and Winterville.

PARTNERS, NOT COMPETITORS, best states our relationship.

BUDGET DETAILS:

23. Expenditure Details:	All figures through 3/31/21 2022 Prior Year	through 3/31/23 2023 Current Year	2024 New Year Projected 3/31/24
Personnel Services	51,576	12,894	13,000
Supplies	22,000	5,200	5,500
Services	13,000	3,500	4,000
Capital Outlay	20,000	1,000	20,000
TOTAL	106,576	22,594	24,500
# of positions (FTE)	2	2	2

24. Revenue Source:	2022 Prior Year	2023 Current Year	2024 New Year Projected
Non-Town Revenue	\$220,000	67,366	\$67,000
Town Funds	\$5,000. received	\$18,000 requested	\$19,000 to be requested

**NON-TOWN AGENCY INSTRUCTIONS
GRANT APPLICATION**

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

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

I, Steve Howard Executive Director/President Name, of Pitt County Goals Setback League, Inc. (Pitt Goals) do hereby make the following ASSURANCES to the Town of Winterville:

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

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

Steve Howard
Click or tap here to enter signature of Executive Director/President Name

Signature of President/Executive Director of Agency/Organization

Date: Click or tap to enter a date.

4-14-23



Item 21

Pitt County Girls Softball League, Inc.

www.pcgsl.org

Fed Tax ID#: 56-1871535

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

MISSION STATEMENT

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

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

Item # 1A
2023-2024
PCGSL

BOARD OF DIRECTORS

<u>Name</u>	<u>Position</u>	<u>email</u>	<u>Phone</u>
Chris Howard	President	chowardi1779@suddenlink.net	252 902 6969
Emery Smith	Vice-President	Emery.Smith@pcqsl.org	252-717-6355
Niki Verdin	Secretary	Niki.Verdin@pcqsl.org	252 481 3432
Petula Rose	Treasurer	Petula.Rose@pcqsl.org	252 670 3120
Brad Medtius	League Information Officer	Brad.Medtius@pcqsl.org	252 341 4993
Stevie Creedle	Player Agent	Stevie.Creedle@pcqsl.org	252 341 4088
Shawn Hopkins	Safety Officer	Shawn.Hopkins@pcqsl.org	252 258 4806
Brandon Peebles	Coaches Coordinator	Brandon.Peebles@pcqsl.org	252 258 3182
Gentry Conrad	Grounds	Gentry.Conrad@pcqsl.org	252 916 2218

AT LARGE DIRECTORS

Anne Law	Anne.Law@pcqsl.org	252 717 0753
Steve Ford	Steve.Ford@pcqsl.org	252 717 0789
Leslie Harship	Leslie.Harship@pcqsl.org	252 917 2504
Gerren Brown	Gerren.Brown@pcqsl.org	252 917 1615

Pitt County Girls Softball League, INC.
AGENCY NAME: CLICK OR TAP HERE TO ENTER TEXT.
TOWN OF WINTERVILLE
NON-TOWN AGENCY (NTA) FUNDING PROCESS
INSTRUCTIONS FOR COMPLETING AND
SUBMITTING THE COMPREHENSIVE REPORT
FY 2023-2024

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

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Friday, April 14, 2023.

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

- A summary of revenue and expenditures for the reporting period.
Click or tap here to enter text. *ON INCLUDED PAGE FOUR*
- How did the Agency/Organization accomplish its stated goals for the reporting period?
Click or tap here to enter text. *ACHIEVED GROWTH IN REGISTRATIONS IN 2022 VS 2021. APPLIED THE \$5000 GRANT FROM WINTERVILLE TOWNS GENERAL OPERATING EXPENSES IN 2022.*
- What goals/programs were unmet during the reporting period?
Click or tap here to enter text. *DID NOT REPLACE OUR 25 YEAR OLD LIGHTING SYSTEM FOR FIELDS WITH ENERGY EFFICIENT LED SYSTEM.*
- How were Winterville residents served by the Agency/Organization?
Click or tap here to enter text. *By PCGSB providing, at virtually, no cost to Winterville, Greenville and Pitt Co., a first class first pitch practice and play up facility for females 4-16 who are Pitt Co. residents.*
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS 40,000 *included all visitors to Sun Flow Complex during regular seasons of PCLSH and the 20+ weekend softball tournaments hosted*

TOTAL TOWN OF WINTERVILLE RESIDENTS 1,000+ *- attending hundreds of practices + games out @ Sun Flow Complex*

- Any other pertinent information deemed appropriate.
Click or tap here to enter text. *In 2020 after nearly 30 years as a Babe Ruth softball affiliate, PCBSL joined Little League International. In our first full year as a LL organization in 2021, we sent several age groups to the LL State Tour in Western NC. In 2022, PCBSL won several state Championships and placed our 12 year old All Stars in the 2nd LL Softball World Series held here in Greenville, NC.*

Attach additional information.



Received 04-12-2023

A Safe & Healthy Home for Everyone

Executive Committee

April 10, 2022

Elaine Anderson
President

Britany Nowell
Secretary

Christie James
Treasurer

Board Members

Roger Daniels
Alex Hurdle
Reid Peterson

Ms. Terri Parker
Town of Winterville
2571 Railroad Street
Winterville, NC 28590

Dear Terri,

Enclosed is our FY23-24 grant application. I have also included our Board list and our 25 Safe & Healthy Housing Priorities list.

Our fiscal year runs July to June so the numbers in the budget section reflect actuals for prior year and budgeted numbers for our current and future year.

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

Sincerely,

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

Tracy Chavez
Executive Director

*Thank you for your
consideration!*



**TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION**

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

- | | |
|---|--|
| <p>1. Agency Name:
Rebuilding Together Pitt County, Inc.</p> | <p>2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.
26-0757622 PNC Bank 611 E. Arlington Boulevard,
Greenville NC 27858</p> |
| <p>3. Mailing Address:
PO Box 31006, Greenville NC 27833</p> | |
| <p>4. Street Address:
101 W. 14th Street, Suite 102, Greenville, NC 27834</p> | |
| <p>5. Primary Contact Person:
Tracy Chavez

Secondary Contact Person:
Elaine Anderson</p> | <p>6. Primary Contact Email Address:
Executivedirector.rtpc@gmail.com

Secondary Contact Email Address:
elaine@century21trg.com</p> |
| <p>7. Primary Contact Phone:
252-814-0600

Secondary Contact Phone:
252-347-7021</p> | <p>8. Primary Contact Mobile Phone:
252-814-0600

Secondary Contact Mobile Phone:
252-347-7021</p> |
| <p>9. Date of Application:
4/5/2023</p> | <p>10. Fax:
N/A</p> |

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

Please see attachment A

12. Amount of Town funds requested:

\$15,000

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

Yes. We have received a total of \$20,000 in the last three years. We received \$10,000 in March of 2022 (this money was for our general fund, not project money) and another \$10,000 in November of 2020.

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

No. Funds will be requested annually provided Rebuilding Together Pitt County continues to partner with the Town of Winterville and provide services for the Urgent Repair Program.

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

Funds will be used to repair homes for homeowners in Winterville. Repairs can vary but the repairs made will allow the homeowner to live safer and healthier in their home.

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

Rebuilding Together Pitt County takes a strategic approach to prioritizing home repairs and modifications. Safe and Healthy Housing is the foundation of Rebuilding Together's home repair work, targeting significant safety and health hazards based on the U.S. Department of Housing and Urban Development's Eight Principles of Healthy Homes—keep it dry, clean, pest-free, safe, contaminant-free, well-ventilated, maintained, and thermally controlled. RTPC's 25 Safe and Healthy Housing Priorities (attached) is a checklist tool to ensure that every home repair project meets these standards. After each project is completed, we will send a survey out to the recipient. We also complete periodic check ins via phone. Using Sales Force, we record their results and any feedback to track the impact repairs have.

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

For fiscal year 2023-2024, RTPC plans to assist more than 30 unduplicated homeowners throughout Pitt County. However, this number does not include the total number of residents, if any, also residing in the home such as older adults, family members with health challenges, spouses and children. It also does not include the number of

volunteers working on the projects. While not directly impacted, our volunteers are indirectly impacted by their altruistic service.

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

As RTPC serves all of Pitt County, qualified homeowners residing in the Town of Winterville are eligible to receive services. RTPC formed a partnership with the Town of Winterville in efforts to effectively execute the town's Urgent Repair Program which has since then been approved by the Town Council members. This program aims to assist older homeowners that live on fixed incomes with their critical housing repairs. This partnership has developed a strong support for RTPC to address not only more homeowners in Winterville but to also provide more substantial repairs throughout the home. Currently, we have three homeowners on our list who reside in the Winterville city limits area. We count not only the residents but also the volunteers involved in these projects so we estimate 25-50 Winterville citizens served. Keep in mind that we receive inquiries and referrals every week so these numbers fluctuate.

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

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

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

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

21. Mission Statement and General Agency Overview:

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

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

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

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

BUDGET DETAILS:

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	7,653	12,477	32,500
Supplies	9,313	31,936	84,000
Services	4,521	88,800	95,000
Capital Outlay	0	0	0
TOTAL	21,487	133,213	211,500
# of positions (FTE)	.5	1	1

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	55,000	185,503	245,000
Town Funds	10,000	10,000	15,000

NON-TOWN AGENCY INSTRUCTIONS GRANT APPLICATION

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

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

I, Tracy Chavez, Executive Director, of (Rebuilding Together Pitt County do hereby make the following ASSURANCES to the Town of Winterville:

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

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

Tracy Chavez, Executive Director, Rebuilding Together Pitt County

Signature of President/Executive Director of Agency/Organization

Date: 4/10/2023



A Safe & Healthy Home for Everyone

Executive Committee

Elaine Anderson
President

Britany Nowell
Secretary

Christie James
Treasurer

Board Members

Roger Daniels
Alex Hurdle
Reid Peterson

FY22/23 Program Support

- Housing of Urban Development - \$25,000 (confirmed) This funding is strictly for capacity building.
- NC Housing Finance Agency - \$162,000 (request will be made in the fourth quarter of 2023)
- James J. & Mamie Richardson Perkins - \$15,000 (grant requested). This trust has given to us in the past
- Smith Family Foundation - \$15,000 (request to be made in July) The Smith Family Foundation has supported RTPC in the past.
- Vidant - \$8,000 (grant requested) Vidant has been a consistent supporter of Rebuilding Together Pitt County
- Mildred Sheffield Wells Charitable trust - \$15,000 (grant requested) This trust has given to us in the past
- West Memorial Fund - \$15,000 (grant requested) This trust has given to us in the past
- Womack Family Charitable Trust - \$15,000 (grant requested)

2022-2023 RTPC Board Member Contact

Attachment A

Elaine Anderson, CRB, CRS, President

Century 21 The Realty Group
1420 E. Arlington Blvd., Suite B
Greenville, NC 27858
252.355.7800 (W)
252.347.7021 (C)
elaine@century21trg.com

Roger Daniels, Vice President

Kingleo31@icloud.com
252.814.5634

Christie James, Treasurer

Cwjames1961@gmail.com

Britany Nowell, Secretary

Financial Crimes Group
Truist
Nowellb07@gmail.com
252.375.7345

Alex Hurdle

Sr. Project Manager, Digital Turbine
ALEX@alumni.ecu.edu
252.714.3243

Reid Peterson

Associate Attorney, Colombo Kitchin Attorneys
Reterson@ck-attorneys.com
Reidpeterson96@gmail.com
252.814.7343 (C)
252.321.2020 (W)

RTPC ADVISORY COUNCIL

Bob Chin

Retired, East Carolina University
chinr@ecu.edu

Sharon Edwards Alexander, SPS, SRES

HOME AT LAST Realty Solutions LLC
3011 S. Memorial Drive, Suite 4
Greenville, NC 27834
sharon@HomeAtLastNC.com
252.717.1504

Holly Winkler

Teaching Instructor
Leadership & Professional Development
Program
ECU College of Business
Office: Slay 131
winklerh14@ecu.edu
828.719.7070 (C)



**TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION**

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

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

56-2111093

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

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

- 5. Primary Contact Person:
Rebecca Caveness, Executive Director

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

Secondary Contact Person:
Alton Wadford, Chairman of the Board

Secondary Contact Email Address:
altonwadford@gmail.com

- 7. Primary Contact Phone:
252.814.0192

- 8: Primary Contact Cellular Phone:
<

Secondary Contact Phone:
252.378.5344

Secondary Contact Cellular Phone:
<

- 9. Date of Application: 4/10/23

- 10. Fax: N/A

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

Winterville Chamber of Commerce Board, 2021-22 -- Chairman of the Board: Alton Wadford, Pitt Community College – altonwadford@gmail.com, President: Glenda White, McCloud & Associates – gdaniels09@hotmail.com, Vice President: David Allen, Winterville Insurance Agency – David@wintervilleinsurance.com, Treasurer: Debbie Davis, Down South Accounting & Tax – ddavis@downsouthtax.com, Board Members: Saul Horowitz, Horowitz State Farm – saulhorowitz@gmail.com & Danielle Hodges, Southern Bank – amy@localoakbrewery.com

12. Amount of Town funds requested: 20,000.00

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

2020: 20,000; 2021: 20,000; 2022: 20,000

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

Annual request

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

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

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

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

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

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

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

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

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

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

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

Yes

21. Mission Statement and General Agency Overview:

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

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

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

BUDGET DETAILS:

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	25,836	27,105	27,105
Supplies	5500	5850	5850
Services	7850	6650	6650
Capital Outlay	500	0	0
TOTAL	39,186	39,605	39,605
# of positions (FTE)	1	1	1

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	14,176	17,900	17,900
Town Funds	20,000	20,000	20,000

NON-TOWN AGENCY INSTRUCTIONS GRANT APPLICATION

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

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

Winterville Chamber

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

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

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



Signature of President/Executive Director of Agency/Organization

Date: *4/10/23*

**AGENCY NAME: WINTERVILLE CHAMBER OF COMMERCE
TOWN OF WINTERVILLE
NON-TOWN AGENCY (NTA) FUNDING PROCESS
INSTRUCTIONS FOR COMPLETING AND
SUBMITTING THE COMPREHENSIVE REPORT
FY 2023-2024**

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

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Friday, April 14, 2023.

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

- A summary of revenue and expenditures for the reporting period.
See attached budget. Please note last fiscal year was purposefully made a short year due to the need to correct how we were operating vs how we were reporting. The budgeted amount shown is for a 12 month period while the actual amount shown is for an 8 month period. Our new fiscal year just began and is now accurate. Feel free to call with questions!
- How did the Agency/Organization accomplish its stated goals for the reporting period?
Last year our goals were to add value for our members and add structure to our organization. We succeeded by adding a new ambassador program that allows members to have a leadership opportunity through supporting their fellow members. The program has exceeded expectations! We allow students for PCC or ECU to become ambassadors and our first student ambassador has since graduated and taken a job with a local member! Not only is it a great opportunity for those that serve as ambassadors, but it helps us be able to contact our members throughout the year to be sure they're getting what they need out of their membership. The board has also been working to add clarity to our by laws as well as the way we set our budget to achieve our structure goals. While we plan to continue with these goals, so far we have done a lot to achieve them!
- What goals/programs were unmet during the reporting period?
We did not see enough in income to surpass the need for this grant in order to assist in paying the director.
- How were Winterville residents served by the Agency/Organization?
Not only did we serve residents directly through events for the public like our Halloween Fright Fest we hosted for the second year in a row, but we lended

immense support to our businesses to help them better serve the community.

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

TOTAL RESIDENTS | 20000

TOTAL TOWN OF WINTERVILLE RESIDENTS | 10000

- Any other pertinent information deemed appropriate.
Last year we had 46 new members join! This record number is something we are very proud of, but most importantly the majority of those members are active and involved members of our organization and of the community, truly adding much to the value of our chamber. Our hope is to reach 150 members for the first time by the end of 2023. We have recently formed a connection with Pitt Community College's Entrepreneurship Program and are working on ways we can help one another with serving the community through education and opportunity for career advancement – locally! We have seen an increase in revenue both due to membership numbers increasing and due to a few non-dues revenue pursuits. The latter still needs some work but with consistency and commitment the board is confident this will continue to grow.

Attach additional information.

Winterville Chamber

Expenses 2022-23	Budgeted	Actual
<i>Operating Expenses</i>		
Cell Phone	\$750.00	\$408.89
Insurance	\$850.00	\$822.00
Marketing & Advertising	\$2,000.00	\$1,428.84
Meeting Refreshments	\$200.00	\$25.83
Merchant Fees	\$50.00	\$113.00
Mileage Reimbursement	\$3,000.00	\$1,180.86
Miscellaneous	\$500.00	\$163.29
Payroll	\$24,000.00	\$16,000.00
Payroll Taxes	\$1,836.00	\$1,224.00
Office Expenses	\$450.00	\$82.42
Travel & Workshops	\$700.00	\$0.00
Website	\$1,500.00	\$1,555.57
<i>Program Expenses</i>		
Blessing Boxes	\$100.00	\$0.00
Outgoing Donations	\$500.00	\$6,556.61
Events - Community Awards	\$1,500.00	\$0.00
Events - Christmas	\$1,200.00	\$1,027.93
Events - Ribbon Cuttings	\$250.00	\$123.25
Events - Teacher Breakfast	\$600.00	\$455.49
Other Events	\$400.00	\$146.70
Scholarship	\$1,000.00	\$1,000.00
Expenses Total	\$41,386.00	\$32,314.68
Income 2022-23		
Town Grant	\$20,000.00	\$20,000.00
Scholarship	\$1,000.00	\$0.00
Newsletter Ads	\$400.00	\$375.00
Membership Dues	\$13,000.00	\$10,215.73
New Members	\$2,500.00	\$3,176.75
Donations/Collections	\$0.00	\$5,821.97
Non-Dues Revenue	\$2,200.00	\$409.00
Income Total	\$39,100.00	\$39,998.45

Received 04-11-2023



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

April 11, 2023

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

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

Please find attached the 2023 Comprehensive Report as requested for the Winterville Historical and Arts Society, Inc. The WHAS Museum and the Winterville Depot report under one document. Also enclosed is our 2023 Non-Profit Application for town funding for 2023-2024 fiscal year.

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

Respectfully,

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

Jane M. Power
President

Attachments (2)



**TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION**

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

1. Agency Name:
Winterville Historical and Arts Society, Inc. –
Winterville Museum and Winterville Depot
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.
Tax ID #: 58-1319208
3. Mailing Address:
PO Box 2014, Winterville, NC 28590
4. Street Address:
2543 Church Street, Winterville, NC 28590
5. Primary Contact Person:
Jane Power, President
Secondary Contact Person:
Abbott Hunsucker, Treasurer
6. Primary Contact Email Address:
Whs28590@gmail.com
Secondary Contact Email Address:
abbott.hunsucker@gmail.com
7. Primary Contact Phone:
NA
Secondary Contact Phone:
NA
8. Primary Contact Mobile Phone:
252-717-1243
Secondary Contact Mobile Phone:
252-531-3191
9. Date of Application:
4/14/2023
10. Fax:
NA

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

Jane Power, President – 1910 E. 6th Street, Greenville, NC 27858

Jesse Riggs, Vice President – 5914 Reedy Branch Road, Winterville, NC 28590

Abbott Hunsucker, Treasurer – PO Box 1896, Winterville, NC 28590

Ludie Moore, Recording Secretary – 161 Vernon White Rd, Winterville, NC 28590

Beth Burtnett, Corresponding Secretary – 1514 Hammersmith Drive, Winterville, NC

Mary Forlines, Director – PO Box 22, Winterville, NC 28590

Jack Taft, Director – PO Box 20337, Greenville, NC 27858

Trish Worthington-Cobb, Director – PO Box 486, Winterville, NC 27834

John Relford, Director – 618 Cedar Ridge Dr., Winterville, NC 28590

Mattie de Jesus, Director – 2418 Mill St., Winterville, NC 28590

12. Amount of Town funds requested:

This request is for the in-kind provision of utilities (electricity, water, sewer) and lawn care at the locations of the Winterville Museum and the Winterville Depot for March 16, 2023-March 15, 2024

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

Yes, funds were allocated to the Winterville Historical and Arts Society for Fiscal Year 2022-2023 as in-kind services. We are asking that the service/contribution be continued. The main expenditure for our organization this past year was repairing portions of the metal roof and wood trim on our museum and adding another layer of the roofing top coat to protect the metal roof. This recoating will extend the current warranty for the roof.

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

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

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

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

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

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

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

Attendance at activities of the organization (excluding depot rentals) for the period of March 16, 2022 through March 15, 2023 stayed pretty steady from the previous year at 351. We held our Old Christmas Tea at the museum along with monthly second Sunday openings including hosting an ice cream social and an event celebrating Black History Month and highlighting African American authors from Winterville, NC. Rental activity at the depot included 143 total uses (compared to 150 in the 2021-2022 reporting period); 124 of those uses were paid rentals. With an average of 46 guests per rental based on contracts, we had approximately 5,704 total guests. Of the completed contracts, 53% have Winterville addresses. The other 47% are from addresses outside of Winterville. We continued partnering with the Winterville Chamber of Commerce to allow them to use our facility free of charge working around our rental schedule. We continued our partnership with the FFA of Farmville Central High School and DH Conley High School and allowed our Museum to be a Field School. Students and teachers continued their work in the yard and gardens at the museum. We again decorated the outside of the museum as well as the fence and yard to provide some holiday cheer during the month of December. Jesse Riggs is continuing his effort to clean out and reorganize the barns so that artifacts are displayed more effectively to share the history of Winterville.

WHAS participated in the following community activities this year with volunteers and displays:

WHAS board members Abbott Hunsucker, Mat Dejesus, and Jesse Riggs participated in the mayor's special work group to plan events to commemorate Winterville's 125th year of incorporation.

WHAS donated the printing of tour booklets for the historic town bus tours conducted by Jesse Riggs. WHAS members Abbott Hunsucker and Mat Dejesus helped host the tours.

WHAS also donated printed flyers with a brief history of Winterville and of Amos G. Cox which were given to members of the public at the various town events.

WHAS published a special 125th Anniversary commemorative calendar, available to the public.

July 16, 2022 – 125th Celebration in conjunction with the Chamber of Commerce – provided use of the depot and volunteers for an afternoon of music on the lawn. WHAS also provided handouts with a brief history.

July 24, 2022 – In celebration of the town's 125th anniversary, Celebrated the 167th birthday of Amos Graves Cox with a special open house. Also set up a special exhibit highlighting the life and accomplishments of Amos G. Cox.

August 2, 2022 – Participated in the town's celebration of National Night Out – provided a tent display along with volunteers and had the Model T on exhibit.

September 11, 2022 – Participated in the special commemoration of 9-11. Took displays to the town program at the Winterville Free Will Baptist Church and put on a special exhibit at the Museum honoring Winterville's first responders through the years. The exhibit was on display and open to the public from September through December.

October 23, 2022 – Hosted special presentations of the History of Early Winterville which was free to the public and was simultaneously offered via zoom. A number of individuals from out of town and out of state joined in remotely.

October 30, 2022 – Participated in the Winterville Chamber's Fright Festival with volunteers, a booth, and the Model T on exhibit.

November 19, 2022 – Participated in the Winterville 125th Anniversary street festival with volunteers, history brochures, museum open house with special exhibits, and Model T rides for the public. Hosted multiple FFA field school workdays at the museum for the ongoing grounds restoration project with Farmville Central and DH Conley High School Agriculture Programs.

December 13, 2022 – Hosted a special event for Farmville Central High School agriculture students at the museum. Member Jonathan Riggs taught a class on the connection between 19th century farming technologies and present day agriculture technologies.

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

All activities were open to residents of Winterville and the surrounding community without charge. We have opened the museum and made arrangements to coordinate openings with other events related to the town, such as the Watermelon Festival and Christmas Parade. We also continued our regular monthly hours of being open from 3-5 p.m. on almost every 2nd Sunday. The rentals for our depot have been utilized by both Winterville residents as well as outside of our community. We have also continued our partnership with the Winterville Chamber of Commerce to hold their meetings at the depot as well as "virtual ribbon cuttings" for businesses that may not have storefronts. Our organization would be happy to coordinate with other events that may be brought to our attention. Meetings and activities promote the heritage of the town and promote Winterville as a desirable place to live and work. With 124 uses of our depot, we estimate an average of 46 guests at each event. That would total 5,704 guests. We estimate another 600 Winterville residents at other community events for a total of 6,304 total residents. Of the 124 completed depot rental contracts, 53% have Winterville addresses. The other 47% are from addresses outside of Winterville.

19. What will be the impact on your agency, clients, or services if these program funds are not received? Public access to the museum and depot may be reduced based on the availability of other funds to pay for the requested in-kind services. Since both facilities are historic wood structures, maintenance will continually be required to keep the structures in good physical condition.

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

Attached

21. Mission Statement and General Agency Overview:

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

22. How do you coordinate the services provided by your agency with Town, County and other agencies?

Specify what the relationship is and the agency (or agencies) involved.

There are no other organizations whose mission and purpose is to preserve and promote the historical and cultural heritage of Winterville. The organization has cooperated with and participated in local events such as the Watermelon Festival to promote the town and its heritage. The organization works with community groups such as cub scouts, boy scouts, girl scouts, school groups, and senior citizen groups to provide educational tours and

presentations related to Winterville history and life in the early 20th century. We have worked closely with the Town of Winterville and the Winterville Police to establish and maintain a good working relationship to provide our customers and guests a memorable experience. During the past three years due to COVID, our organization board members have taken on the responsibility of handling the rentals as well as the opening and closing of the depot. We don't know what the future holds for any changes to this arrangement, but all seems to be working well for the time being. We greatly appreciate the partnership we have, and hope it will continue in the future. We do not take it for granted.

Our facilities are available for use by the Town of Winterville free of charge based on availability.

BUDGET DETAILS:

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	0	0	0
Supplies	6,779.39	3,843.00	5,000.00
Services	17,050.66	16,876.00	17,000.00
Capital Outlay	26,566.21	27,420.00	25,000.00
TOTAL	\$50,396.26	48,139.00	47,000.00
# of positions (FTE)	NA	NA	NA

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	\$59,711.35	53,265.00	50,000.00
Town Funds	in kind services	in kind services	in kind services

NON-TOWN AGENCY INSTRUCTIONS GRANT APPLICATION

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

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

I, Jane Power, President, of (the Winterville Historical and Arts Society do hereby make the following ASSURANCES to the Town of Winterville:

- **The agency/organization is a legal entity under Federal and State laws and is authorized to provide services proposed for financial assistance from the Town;**
- **The agency/organization is providing a service for citizens within the Town service limits of the Town of Winterville;**
- **The agency/organization will establish safeguards to forestall the appearance of or actual conflicts of interest or personal gain;**
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I understand and certify that all ASSURANCES have been made and will be adhered to in order for the (NAME OF AGENCY/ORGANIZATION) to receive Town funding.

Jane Power, WHAS President

Signature of President/Executive Director of Agency/Organization

Date: 4/14/2022

**AGENCY NAME: WINTERVILLE HISTORICAL AND ARTS SOCIETY, INC. –
MUSEUM AND DEPOT
TOWN OF WINTERVILLE
NON-TOWN AGENCY (NTA) FUNDING PROCESS
INSTRUCTIONS FOR COMPLETING AND
SUBMITTING THE COMPREHENSIVE REPORT
FY 2023-2024**

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- A summary of revenue and expenditures for the reporting period. (March 16, 2022 through March 15, 2023) See last page...
- How did the Agency/Organization accomplish its stated goals for the reporting period?

Attendance at activities of the organization for the period of March 16, 2022 through March 15, 2023 stayed pretty steady from the previous year at 351 total.

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December 13, 2022 – Hosted a special event for Farmville Central High School agriculture students at the museum. Member Jonathan Riggs taught a class on the connection between 19th century farming technologies and present day agriculture technologies.

- What goals/programs were unmet during the reporting period?
None

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

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

TOTAL RESIDENTS With 124 uses of our depot, we estimate a minimum of 46 guests at each event. That would total 5,704 guests. Estimate another 600 Winterville Residents at other events.

TOTAL TOWN OF WINTERVILLE RESIDENTS Of the 124 completed depot rental contracts, 53% have Winterville addresses. The other 47% are from addresses outside of Winterville.

- Any other pertinent information deemed appropriate.
In-kind services for the museum property from the Town of Winterville for Fiscal Year 2022-2023 included lawn maintenance and utilities service for the Museum as well as the depot. The main expenditure for our organization this past year was repairing portions of the metal roof and wood trim on our museum and adding another layer of the roofing top coat to protect the metal roof. This recoating will extend the current warranty for the roof.

Attach additional information.

Summary Report 3/16/2022 - 3/15/2023

Category	WHAS Checking
INCOME	
Calendar Income	1,680.00
Depot Rental--Deposit	10,215.00
Depot Rental--Member	3,750.00
Depot Rental--Nonmember	20,980.00
WHAS Donations	4,510.00
WHAS Membership	11,700.00
WHAS Memorial Donations	275
WHAS Misc Inc	155
Total Income	53,265.00
EXPENSE	
Bank Chrg	-116.3
Depot Rental Canceled	-2,025.00
Depot Rental--Deposit Refund	-9,000.00
Depot Rental--Rental Refund	-100
Postage	-746.58
Uncategorized	0
WHAS Accessions Maintenance	-252.05
WHAS Auto	-1,062.74
WHAS Calendar	-1,143.12
WHAS Depot Expense	-303.37
WHAS Depot Maint	-6,162.95
WHAS Depot Misc	-70
WHAS Depot Supplies	-403.11
WHAS Endowment	-1,200.00
WHAS Entertainment	-174.54
WHAS Fire Extinguisher Expense	-110
WHAS Insurance	-1,446.00
WHAS Janitorial Cleaning	-2,065.00
WHAS legal and accounting	-175
WHAS Misc	-401.25
WHAS Mus Maint	-27,420.46
WHAS Mus Sup	-977.22
WHAS Museum Barn Maint	-98.18
WHAS Pest Control	-1,100.00
WHAS Publicity	-3,108.25
WHAS Quilt Expense	-58.72
WHAS Telephone	-456.12
WHAS Yard Maint	-404.97
Total Expenses	-60,580.93
TOTAL	-7,315.93



TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION

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

1. Agency Name:

Click or tap here to enter text

Winterville Senior Citizen Club

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

Click or tap here to enter text

FIRST Citizen Bank, 2607 Mill St.
Winterville, NC, 28590

3. Mailing Address:

Click or tap here to enter text

304 Ola Circle, Winterville, NC 28590

4. Street Address:

Click or tap here to enter text

304 Ola Circle

5. Primary Contact Person:

Click or tap here to enter text

Beatrice A. Henderson

Secondary Contact Person:

Click or tap here to enter text

Beatrice Herbert

6. Primary Contact Email Address:

Click or tap here to enter text

cc bea@suddenlink.net

Secondary Contact Email Address:

Click or tap here to enter text

N/A

7. Primary Contact Phone:

Click or tap here to enter text

252-814-9012

Secondary Contact Phone:

Click or tap here to enter text

N/A

8. Primary Contact Mobile Phone:

Click or tap here to enter text

252-814-9012

Secondary Contact Mobile Phone:

Click or tap here to enter text

9. Date of Application:

Click or tap to enter a date

4/13/23

10. Fax:

Click or tap here to enter text

N/A

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

Click or tap here to enter text

Beatrice A. Henderson, Director 252-814-9012, Calvin Henderson 252-814-9076 Shirley Daniels 252-714-1385, Marilyn Denise Smith 347-465-9873 Board Member

12. Amount of Town funds requested:

Click or tap here to enter text

\$ 5,000.00

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

Click or tap here to enter text

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

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

Click or tap here to enter text

Continuous Annual Funding for Winterville Senior Citizen Club

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

Click or tap here to enter text

Transporting Senior to meeting, Provide monthly fellowship/lunch on local bus trips. Printing supplies. fish for annual @ Hillcrest Park

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

Click or tap here to enter text

Enable Senior to have consistent and timely meeting which provide outlet, and fellowship which enable them to feel physically together while socializing with each other every month.

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

Click or tap here to enter text

350 Senior Citizens

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

90-95%

Click or tap here to enter text

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

Click or tap here to enter text

The impact will have disappointing effect because the senior will not receive many of the opportunities presently, i.e. Many of the activities, resources fellowship luncheon and other important outlet. These funds are very important to the WSCC in their mission to provide a healthy life style for senior

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

Click or tap here to enter text

2 "Yes"

21. Mission Statement and General Agency Overview:

Click or tap here to enter text

The purpose of Winterville Senior Citizen Club is to provide needed service & activities to citizens 55 yrs and older, to be part of an organization that provides a better quality of life during their old age. through the many - non - profits agencies and resources offered in Pitt County

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

Click or tap here to enter text

Through the Winterville Senior Citizen Club aggressive agenda the senior were able to meet various candidates who are secretary office throughout Pitt County.

BUDGET DETAILS:

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	0	100.00	100.00
Supplies	600.00	650.00	1,250.00
Services	2,000.00	2,100.00	2,675.00
Capital Outlay			
TOTAL	2,600.00	2,750.00	3,975.00
# of positions (FTE)			

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	2,500.00	3,500.00	5,000.00
Town Funds			

**NON-TOWN AGENCY INSTRUCTIONS
GRANT APPLICATION**

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

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

I, Click or tap here to enter Executive Director/President Name, of (Click or tap here to enter Name of Agency/Organization do hereby make the following ASSURANCES to the Town of Winterville:

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

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

Click or tap here to enter signature of Executive Director/President Name _____

Signature of President/Executive Director of Agency/Organization

Date: Click or tap to enter a date.



**TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION**

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

1. Agency Name: Winterville Watermelon Festival Committee, Inc
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.

56-2022174

3. Mailing Address: PO Box 805, Winterville, NC 28590

4. Street Address: 324 Sylvania Street, Winterville, NC 28590

5. Primary Contact Person:
Heather Jackson, Festival Chair

Secondary Contact Person:
Rebecca Caveness, Festival President
6. Primary Contact Email Address:
hjflipflop@gmail.com

Secondary Contact Email Address:
rebecca@cavenessdecor.com
7. Primary Contact Phone:
252.814.4370

Secondary Contact Phone:
252.902.7898
8. Primary Contact Cellular Phone:
<

Secondary Contact Cellular Phone:
<
9. Date of Application: 4/10/23
10. Fax: N/A

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

Winterville Watermelon Festival Committee Board 2022: Festival Chairman: Heather Jackson, President: Rebecca Caveness, Vice President: Jessica Thomas, Secretary: Beth Fitch, Treasurer: Stephanie Ham, Trustees: Linda Smith, Dave Craddock, and Alton Wadford

12. Amount of Town funds requested: 50,000.00

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

2020: 50,000 2021: 20,000; 2022: 50,000

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

Annual request

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

To assist in the great expense of executing the 2022 Winterville Watermelon Festival (38th annual)

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

Each year we receive responses from Winterville Citizens during the festival, by email and social media. We take this information along with information from the Town Staff Review Meeting and conduct a festival review session in October. Any appropriate changes or additions are documented for the next year.

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

All citizens of the town have the opportunity to participate in the festival as events are conducted for all age groups. Also, all Winterville non-profit organizations are allowed to participate at no charge.

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

Entire town population is given the opportunity to attend.

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

We would not be able to continue hosting the festival.

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

Yes.

21. Mission Statement and General Agency Overview:

To promote the Town of Winterville, its local businesses, and community organizations by providing a weekend of exciting activities for its citizens and guests as well as provide tourism revenue for our businesses and show what a wonderful place to live Winterville is.

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

We have an annual planning meeting with Town Staff and individual departments prior to the festival to make sure we are all on the same page. We are also inspected by the Health Department and Fire Marshall to ensure we are in compliance.

BUDGET DETAILS:

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	0	0	0
Supplies	0	0	0
Services	164,282	147,284	150,000
Capital Outlay	0	0	0
TOTAL	164,282	147,284	150,000
# of positions (FTE)	Volunteer Staff	Volunteer Staff	Volunteer Staff

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	100,774	111,341	115,000
Town Funds	20,000	50,000	50,000

**NON-TOWN AGENCY INSTRUCTIONS
GRANT APPLICATION**

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

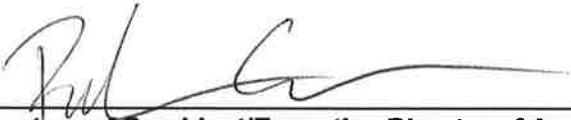
NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

Watermelon Fest

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

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

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



Signature of President/Executive Director of Agency/Organization

Date: 4/10/23

AGENCY NAME: WINTERVILLE WATERMELON FESTIVAL COMMITTEE, INC
TOWN OF WINTERVILLE
NON-TOWN AGENCY (NTA) FUNDING PROCESS
INSTRUCTIONS FOR COMPLETING AND
SUBMITTING THE COMPREHENSIVE REPORT
FY 2023-2024

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

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Friday, April 14, 2023.

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

- A summary of revenue and expenditures for the reporting period.
See attached
- How did the Agency/Organization accomplish its stated goals for the reporting period?
The Winterville Watermelon Festival Committee planned four days of events for the residents of Winterville and the surrounding communities. This consisted of amusement rides, live music, Family Fun Night, our annual parade, the Saturday night concert, a car show, and other activities. We estimated that we had about 5,000 people in attendance just at the concert on Saturday night. Our event continues to be recognized as one of the best festivals in the area.
- What goals/programs were unmet during the reporting period?
With the difficult decision we made to have a free concert, we did not see revenue from ticket sales that help boost us until the next year. We also did not see the revenue we hoped to from amusement ride ticket sales, we suspect this is due to the number of people that were still uncomfortable due to Covid-19. We did have to cancel all of our indoor activities due to concerns there like our Veterans breakfast and bingo.
- How were Winterville residents served by the Agency/Organization?
All Winterville residents were invited and encouraged to attend the festival. We offered free entertainment, free concerts and family friendly activities at no admission cost as well.
- How many total residents/residents were served during the reporting period, and how many of these were residents of the Town of Winterville?

TOTAL RESIDENTS | 15,000

TOTAL TOWN OF WINTERVILLE RESIDENTS 10,000

- Any other pertinent information deemed appropriate.

The Winterville Watermelon Festival is made possible because of the partnership between the Watermelon Festival Committee and the Town of Winterville. This all volunteer committee, as well as many Town of Winterville staff members, work extremely hard to produce this event. The festival provides an opportunity for the Town of Winterville, its businesses, civic organizations and citizens to have an opportunity to not only showcase its many great attributes but also an opportunity for all the citizens to come together and have a weekend of fun. Without the continued support and financial assistance from the town, the festival could not survive. We recognize and appreciate the Town of Winterville and all they do to make this a successful and very special event.

Last year was the first year we held a beer garden as well as the first year we had food vendors open on Sunday in many years. Both drew a great crowd and helped us overcome the loss we experienced by being rained out on Thursday night. This year our intention is to add music to Sunday, host the beer garden exactly the same as last year, and do rides only on Thursday since that evening is not particularly profitable.

As always, we welcome feedback from the Town and welcome all to come to our meetings held the second Tuesday of every month at 7pm at the Winterville Red Men building.

	INCOME	EXPENSES	PROFIT/LOSS
GENERAL SPONSORS	\$80,339.75	\$0.00	\$80,339.75
PARADE	\$3,789.00	\$3,025.00	\$764.00
VIP TENT	\$3,000.00	\$1,230.29	\$1,769.71
CAR SHOW	\$1,031.00	\$250.00	\$781.00
ADVERTISING	\$0.00	\$7,794.98	-\$7,794.98
AMUSEMENT	\$3,000.00	\$0.00	\$3,000.00
THURSDAY NIGHT CONCERT	\$0.00	\$0.00	\$0.00
FAMILY FUN NIGHT	\$1,000.00	\$500.00	\$500.00
FRIDAY NIGHT CONCERT	\$0.00	\$8,000.00	-\$8,000.00
SATURDAY DAY ENTERTAINMENT	\$0.00	\$650.00	-\$650.00
SATURDAY NIGHT CONCERT	\$16,019.00	\$48,217.05	-\$32,198.05
BEER GARDEN	\$12,461.17	\$7,415.34	\$5,045.83
CONCERT PRODUCTION	\$0.00	\$39,500.00	-\$39,500.00
SUNDAY ENTERTAINMENT	\$0.00	\$4,850.00	-\$4,850.00
MUSIC LICENSE FEE	\$0.00	\$498.00	-\$498.00
MISC EXPENSES	\$0.00	\$2,221.11	-\$2,221.11
50/50 RAFFLE	\$1,000.00	\$748.05	\$251.95
T-SHIRTS	\$2,925.00	\$3,875.03	-\$950.03
FOOD VENDORS	\$20,475.00	\$0.00	\$20,475.00
A/C VENDORS	\$12,599.61	\$199.81	\$12,399.80
VENDOR PARKING AG COX	\$0.00	\$890.00	-\$890.00
BANNER, TROPHIES, SIGNS	\$0.00	\$1,184.49	-\$1,184.49
WEBSITE	\$0.00	\$1,020.17	-\$1,020.17
INSURANCE	\$0.00	\$3,569.36	-\$3,569.36
WINTERVILLE BAPTIST CHURCH	\$0.00	\$650.00	-\$650.00
VETERANS' BREAKFAST	\$0.00	\$455.07	-\$455.07
PETTY CASH	\$3,702.13	\$3,702.13	\$0.00
CLINE'S FLOATS	\$0.00	\$850.00	-\$850.00
DOWN EAST	\$0.00	\$5,700.00	-\$5,700.00
COASTLINE GOLF CARTS	\$0.00	\$288.23	-\$288.23
TOTAL	\$161,341.66	\$147,284.11	\$14,345.78

Gave away 35
t-shirts \$700 valueNOT INCLUDING
BEER GARDEN



April 10, 2023

To: Ms. Terri L. Parker, Manager, Town of Winterville
Members of the Winterville Town Council

From: Greg Needham, Director of Libraries *GN*

Re: Winterville Library Budget for 2023-2024

In the budget process for 2023-2024, Sheppard Memorial Library respectfully requests the sum of \$171,768 as the amount needed from the Town of Winterville as reimbursement for Sheppard Memorial Library’s cost of operating the Winterville Public Library from July 1, 2023 through June 30, 2024. This request is \$3,368 more than approved by the Town Council for fiscal 2022-2023, and will help offset inflation increases for goods and services. Attached is a financial statement that breaks down the revenues and expenditures in detail.

The amount indicated above covers the cost of personnel and operational expenses to provide 58 hours of library service per week. To retain and hire good staff, action was taken in FY 2021-2022 to increase our minimum hiring pay rate to \$10.25 per hour for regular part-time staff. In addition, full-time staff were given a \$1 per hour increase to offset current inflation.

We are pleased to continue our cooperative working relationship with the Town of Winterville to provide library service for the community.

Thank you for your consideration of this budget request and as always, I stand ready to present to the Town Council as needed, or otherwise provide more information to help with your budget process.



**TOWN OF WINTERVILLE
FY 2023-2024 NON-TOWN AGENCY GRANT APPLICATION**

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

1. Agency Name:
Sheppard Memorial Library
2. Tax ID #, Bank Account#, and Name/Address of Bank will be required if grant awarded.
56-6000928
3. Mailing Address:
530 Evans Street, Greenville, NC 27858
4. Street Address:
2316 N Railroad Street, Winterville, NC 28590
5. Primary Contact Person:
Greg Needham, Library Director

Secondary Contact Person:
Lynn Woolard, Library Business Manager
6. Primary Contact Email Address:
gneedham@sheppardlibrary.org

Secondary Contact Email Address:
lwoolard@sheppardlibrary.org
7. Primary Contact Phone:
252-329-4585

Secondary Contact Phone:
252-329-4586
8. Primary Contact Mobile Phone:
262-341-6521

Secondary Contact Mobile Phone:
252-531-1974
9. Date of Application:
4/10/2023
10. Fax:
252-329-4255

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

See the attachment for the Library Board of Trustees

12. Amount of Town funds requested:

\$171,768

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

The Winterville Public Library has received funds within the past three (3) years.
 FY 22-23 = \$168,400; FY 21-22 = \$165,300; and FY 20-21 = \$165,300.

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

Annual requests will be needed for the operation of the Winterville Public Library.

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

Funds are for staff wages and benefits, library circulating materials, online services - including e-materials, internet access - including wi-fi, operating supplies, postage, computer equipment and related maintenance, and business and administrative services.

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

Statistical data for the various public services is assessed regularly. Statistical information includes patron door count, patron visits, items circulated.

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

Monthly statistical use includes: 23,186 patron visits (this does not include the many curbside pickups we distributed to patrons); 430 new registrations; 37,445 items checked out (this does not include e-materials because there is no way to track departmental/branch usage); 3,513 computer sessions using library computers; 3,379 sessions of wi-fi usage; and 44 programs with 565 attendees.

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

The majority of Winterville library patrons are from the Winterville community.

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

We will be unable to provide library service at the Winterville Public Library without these vital funds.

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

The Sheppard Memorial Library system, on behalf of the Winterville Public Library is fully able to comply with the requirements of the Town grant agreement if selected to receive this grant. See the executed Non-Town Agency Funding Assurance Affidavit.

21. Mission Statement and General Agency Overview:

See attachment B. Sheppard Memorial Library Vision Statement and Library Overview.

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

The Town of Winterville owns and maintains the land and building of the Winterville Public Library and has a contractual agreement with Sheppard Memorial Library to provide the library service at this facility. Pitt County government provides \$10,000 annually toward the operation of this library. Sheppard Memorial Library qualifies for, received and apportions 10% of State Aid to Public Libraries through the State Library of North Carolina toward the operation of the Winterville Public Library (last year totaling \$187,391.)

BUDGET DETAILS:

23. Expenditure Details:	Prior Year	Current Year	New Year
Personnel Services	122401	155666	159836
Supplies	34788	35882	37670
Services	38259	13821	13552
Capital Outlay	0	0	0
TOTAL	195448	205369	211058
# of positions (FTE)	3.41	3.52	3.69

24. Revenue Source:	Prior Year	Current Year	New Year
Non-Town Revenue	31948	36969	39290
Town Funds	163500	168400	171768

Sheppard Memorial Library FY 2023-2024 Budget Request
For the Operation of the Winterville Public Library

	FY 21-22	FY 22-23	FY 23-24			Comments:
Revenues:	Request	Request	Request			
Town of Winterville	\$163,500	\$168,400	\$171,768	\$3,368	2.00%	To help facilitate 3% market/merit for staff
Pitt County Appropriation	\$10,000	\$10,000	\$10,000	\$0	0.00%	
Desk Receipts	\$2,300	\$8,230	\$8,993	\$763	9.27%	Based on current desk receipts
State Aid	\$19,648	\$18,739	\$20,297	\$1,558	8.31%	We project an increase in State Aid
Total Revenue	\$195,448	\$205,369	\$211,058	\$5,689	2.77%	
Expenditures:						
Wages & Benefits	\$122,401	\$155,666	\$159,836	\$4,170	2.68%	1 FT MLS librarian, 1 PT MLS Librarian, 1 3/4 DPT, 4 PT Staff
Books	\$15,000	\$15,400	\$15,900	\$500	3.25%	Increase in book budget
Audiovisual Materials	\$1,288	\$1,532	\$1,432	-\$100	-6.53%	Demand continues to drop
E Services (Online)	\$8,350	\$9,115	\$10,208	\$1,093	11.99%	We continue to build our e-materials collection
Periodicals	\$1,100	\$1,235	\$1,272	\$37	3.00%	Inflationary increase
Internet Cost After E-Rate	\$927	\$587	\$215	-\$372	-63.40%	Savings from E-Rate
Supplies	\$8,250	\$7,900	\$8,137	\$237	3.00%	Inflationary increase
Fuel/Vehicle Maintenance	\$500	\$600	\$618	\$18	3.00%	Inflationary increase
Equipment Maintenance	\$13,500	\$1,242	\$1,279	\$37	2.98%	Inflationary increase
Postage	\$300	\$100	\$103	\$3	3.00%	Inflationary increase
Business Services	\$4,250	\$3,025	\$3,115	\$90	2.98%	Inflationary increase
Administrative Services	\$19,582	\$8,967	\$8,943	-\$24	-0.27%	Slight decrease
Total Expenditures	\$195,448	\$205,369	\$211,058	\$5,689	2.77%	

**NON-TOWN AGENCY INSTRUCTIONS
GRANT APPLICATION**

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

NON-TOWN AGENCY FUNDING ASSURANCE AFFIDAVIT

I, Greg Needham, Director of Libraries, of the Sheppard Memorial Library system for the Winterville Public Library do hereby make the following ASSURANCES to the Town of Winterville:

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

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

Greg Needham, Director of Libraries



Signature of President/Executive Director of Agency/Organization

Date: 4/10/2023

SHEPPARD MEMORIAL LIBRARY BOARD OF TRUSTEES
Attachment A - Updated February 2023

Name	Appointment Made by City or County	First Appointed	Current Term Expires
Dr. Terry S. Atkinson	County	October 2019	March 2023 <i>(1st full term expires)</i>
Mr. Jeff Coghill	City In 1 st Term	October 2022	October 2025 <i>(1st full term expires)</i>
Mrs. Dorothy Muller	City In 1 st Term	October 2021	October 2024 <i>(1st term expires)</i>
Mrs. Lisa Mulligan	City In 2 nd Term	October 2019	October 2025 <i>(2nd term expires)</i>
Mrs. Patricia Rawls	City In 1 st Term	October 2021	October 2024 <i>(1st term expires)</i>
Mrs. Veronica Roberson	County In 1 st Term	March 2017	May 2023 <i>(2nd term expires)</i>
Mr. Rick Smiley	City	City Council Representative	City Council Representative
Mr. Ray Spears, Jr.	City In 1 st Term	October 2017	October 2023 <i>(2nd term expires)</i>
Mrs. Tracy Stroud	County In 1 st Term	March 2018	March 2024 <i>(2nd term expires)</i>
Mr. Chris Uffers	City In 1 st Term	October 2019	October 2023 <i>(1st full term ends)</i>
Mrs. Lauren White	County	County Commissioner Representative	County Commissioner Representative
Mr. Greg Needham	Library Director	Executive Secretary of the Board	Non-voting – serves as secretary
Mrs. Lynn Woolard	Library Business Manager	Clerk to Board	Not a board member

Chris Uffers, Chair
Tracy Stroud, Vice Chair
Greg Needham, Library Director
Lynn Woolard, Library Business Manager

Sheppard Memorial Library
530 Evans Street
Greenville, NC 27858-2398
252-329-4586 (voice) 252-329-4255 (fax)

*An appointment is made for a 3-year term. A board member can serve two consecutive 3-year terms.
(A Board member who is appointed to fill an unexpired term of a prematurely vacated position can additionally be reappointed to serve two consecutive 3-year terms.)*

Attachment B – Sheppard Memorial Library Vision and Mission Statement

VISION

Sheppard Memorial Library is a reliable gateway to materials, services, and resources that serve the informational, recreational, intellectual, and creative pursuits of the individual and the community. It provides a welcoming community space (both virtual and real) for the free flow of ideas and for the preservation of the community's heritage. It is recognized throughout eastern North Carolina as significantly enhancing the economic vitality and the quality of life in the area.

MISSION STATEMENT

Sheppard Memorial Library promotes the joys of reading, life-long learning, creativity, and economic growth. It collects and maintains diverse, comprehensive knowledge resources which nourish enlightenment, critical thinking, literacy, and understanding throughout the region.

In an era of consistent change, Sheppard Memorial Library offers stability and reliability to its community.

The library's primary mission is to provide high-interest material in a variety of formats and locations thereby allowing access and use of its collections and resources by as many individuals as possible.

The library supports both formal and informal educational endeavors of persons in the community. It particularly supports reading and learning for children and assisting students in meeting objectives established during formal courses of study.

The library aggressively seeks to add to the knowledge infrastructure of Pitt County in order to support the vitality of our knowledge-based economy. In this way it contributes to the economic development and sustainability of the community.

The library's staff is composed of highly effective information specialists who assist library users in locating authoritative, timely, non-biased information among the myriad of possible sources. They aid persons in finding answers to everyday problems as well as issues that move beyond facts and data to knowledge and enlightenment.

NOTE ON LIBRARY OPERATIONS DURING COVID19

The library's operations were significantly impacted by the pandemic, which caused temporary closure to the public in March of 2020, followed by reopening and expanding service as safety protocols were developed and service adaptations were implemented. Preparations and adaptations are in place to enable the library to continue to expand (or if necessary to contract) service going forward depending upon the progress of the fight against the virus. Unavoidably, elements of the five-year plan have been impacted by our adaptations during COVID19. Silver linings of the pandemic exist, and service enhancements have been implemented, as for example the addition of virtual children's programming, outdoor in-person children's programming, and curbside service. This five-year plan, as ever, constantly evolves!

THE LIBRARY HAS SOMETHING FOR YOU

at five locations plus bookmobile and outreach service

Visit www.sheppardlibrary.org to learn more!

A Positive Community Destination

Annual Used Book Sales Sponsored by
The Friends of the Sheppard Memorial
Library

Bookmobile Service

Books for All Ages, Levels & Interests

Curbside Service

Daily Reflector Online Archive

Downloadable Audiobooks

DVDs and Books on CD

E-Books

Expert Help from Librarians

Free Computer Classes Including
Computer Basics & Jobs-related
Computer Skills

Free In-library Access to Ancestry.com

GED & Other Test Guides

Healthier-U Health Information Classes
Provided in Partnership with ECU's
Laupus Health Sciences Library

Internet Access Including WiFi

Investment Guides

Investment Guides

Job Information

Large Print Books

Library Elf Customizable Notices Via
Email and Text for Holds & Overdues

Library Tours

Local Documents & Census Records

Magazines & Newspapers

Meeting Rooms

NC LIVE Online Access to Full-text
Magazines, Newspapers, and More

Novelist Reading Recommendations

Online Book Clubs

Online Job Search

Online Magazines

Outreach Service

Photocopiers

Public Computers

Puppet Shows

Reading-centered Programs Starting
with Birth to 18 Months, then Toddler,
Preschool, Family and Craft Programs,
Summer Reading Club, and More

Self-Checkout

Web & Social Media Connectivity &
Online Catalog, All Mobile Compatible

**AGENCY NAME: SHEPPARD MEMORIAL LIBRARY FOR THE WINTERVILLE
PUBLIC LIBRARY
TOWN OF WINTERVILLE
NON-TOWN AGENCY (NTA) FUNDING PROCESS
INSTRUCTIONS FOR COMPLETING AND
SUBMITTING THE COMPREHENSIVE REPORT
FY 2023-2024**

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

The Report shall be submitted to the Town Manager in normal times no later than 5:00 pm, Friday, April 14, 2023.

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

- A summary of revenue and expenditures for the reporting period.
See Attachment or FY 22-23 Revenue and Expenditures Report
- How did the Agency/Organization accomplish its stated goals for the reporting period?
The Winterville Public Library offers a full array of library services and resources to the citizens of Winterville, including the collection of books, audiovisual materials, e-materials, newspapers, magazines, free wi-fi access, and many online services – including children’s programming (both in-person and online.)
- What goals/programs were unmet during the reporting period?
Some patrons continue to use great caution due to COVID and they are not comfortable in public settings. If they aren’t comfortable in public settings, then they are likely not using their public library. In an attempt to aid these patrons, we have boosted our online e-materials budget, and we continue to provide curbside service. Children’s programming has been limited at times due to the high COVID transmission rates in our area, so we continue to provide some in-person programming as well as online children’s programming. During the pandemic, we had to cease offering community meeting room space, but we are happy to report that meeting room space is now available for the citizens of Winterville to use.
- How were Winterville residents served by the Agency/Organization?
The Winterville Public Library serves as a piece of infrastructure to the municipality. It says to it’s citizens and to potential new business and industry “we value learning, and we realize the importance of offering a community space where the free flow of ideas can occur.” The Winterville Public Library provides a welcoming community space where people can learn and share. The library

preserves the community's heritage and enhances economic vitality, quality of life, stability, and reliability for the current and future knowledge-based community. Citizens can find information specialists who can assist them in locating authoritative, timely, non-biased information among the many resources available to them both in real and virtual formats.

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

TOTAL RESIDENTS

TOTAL TOWN OF WINTERVILLE RESIDENTS

- Any other pertinent information deemed appropriate.
The Winterville Public Library, as in our entire library system, is experiencing a renaissance of patrons returning to public spaces. Circulation at this facility totaled 37,445 items, and 8,893 patron registrations have been issued from this facility. Free wi-fi is offered for patrons and families who may not have internet access at home.

Attach additional information.

Sheppard Memorial Library Budget for the Winterville Public Library FY 2022-2023

	FY 19-20 Budget	FY 20-21 Budget	FY 21-22 Request	FY 22-23 Request
Revenues:				
Town of Winterville	\$165,300	\$165,300	\$163,500	\$168,400
Pitt County Appropriation	\$10,000	\$10,000	\$10,000	\$10,000
Desk Receipts	\$13,000	\$10,300	\$2,300	\$8,230
State Aid	\$19,068	\$19,068	\$19,648	\$18,739
Total Revenue	\$207,368	\$204,668	\$195,448	\$205,369
Expenditures:				
Wages & Benefits	\$128,084	\$131,004	\$122,401	\$155,666
Books	\$17,000	\$18,000	\$15,000	\$15,400
Audiovisual Materials	\$2,200	\$2,200	\$1,288	\$1,532
E Services (Online)	\$6,000	\$6,200	\$8,350	\$9,115
Periodicals	\$1,000	\$1,050	\$1,100	\$1,235
Internet Cost After E-Rate	\$1,175	\$927	\$927	\$587
Supplies	\$5,800	\$6,240	\$8,250	\$7,900
Fuel/Vehicle Maintenance	\$500	\$600	\$500	\$600
Equipment Maintenance	\$13,000	\$13,390	\$13,500	\$1,242
Postage	\$750	\$773	\$300	\$100
Business Services	\$4,000	\$4,200	\$4,250	\$3,025
Administrative Services	\$27,859	\$20,084	\$19,582	\$8,967
Total Expenditures	\$207,368	\$204,668	\$195,448	\$205,369