



**TOWN OF AYDEN
GOVERNING BOARD MEETING
AGENDA**

September 8, 2025 - 6:30 PM
District Courtroom – 2nd Floor of Town Hall – 4144 West Avenue

I. CALL TO ORDER

- A. Call to order
- B. Roll Call
- C. Welcome Visitors/Protocol for Public Comment
- D. Invocation
- E. Pledge of Allegiance
- F. Approval of the Agenda

II. PUBLIC COMMENTS

III. PRESENTATIONS

- A NC League of Municipalities - AIM Certification Presentation by Sharon Edmundson, Director of Municipal Finance Programs Sharon Edmundson, Page 3
-

IV. PUBLIC HEARING

- A. Voluntary Annexation Petition - East Ridge Section 2 Phase 4 Stephen Smith, Page 4

V. CONSENT AGENDA

- A. Minutes from the 06/23/2025 Special Called Budget Workshop meeting, the 08/11/2025 Regular and Closed Session Meetings, and the 08/15/2025 Special Called Closed Session Meeting. Page 15, Page 37

VI. ACTION ITEMS

- A. Review/Appoint Jerry Cox - Planning Board Reappointment Application Stephen Smith, Page 55

VII. ITEMS FOR DISCUSSION

VIII. INFORMATION

- A. Staff Departmental Reports Page 57

IX. BOARD MEMBER COMMENTS

X. CLOSED SESSION

- A. Pursuant to G.S. 143-318.11. (a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

XI. ADJOURNMENT

The next regular meeting of the Governing Board is set for 13 Oct 2025.



Town of Ayden North Carolina

Governing Board of Ayden
Meeting Date: September 8, 2025
Meeting Time: 6:30 PM

Agenda Item

NC League of Municipalities - AIM Certification Presentation by Sharon Edmundson, Director of Municipal Finance Programs

Item Explanation

Staff Comments

Action Requested



Town of Ayden North Carolina

Governing Board of Ayden
Meeting Date: September 8, 2025
Meeting Time: 6:30 PM

Agenda Item

Voluntary Annexation Petition - East Ridge Section 2 Phase 4

Item Explanation

For your consideration, the Town has received a petition requesting a voluntary annexation submitted by A.T. Venters Properties, LLC. The request includes a total of 24.76 acres consisting of a portion of Parcel #91624, located within the East Ridge Subdivision, south of Queensland Road.

Staff Comments

This request for voluntary annexation of a contiguous property must be reviewed in accordance with N.C.G.S. 160A-31. As such, the following steps are required:

- The Board of Commissioners adopts a Resolution Directing the Town Clerk to Investigate the Sufficiency of the Petition - June 9, 2025
- The Town Clerk provides the Board of Commissioners with the Certificate of Sufficiency - August 11, 2025
- The Board of Commissioners adopts a Resolution Setting a Public Hearing - August 11, 2025
- **The Board of Commissioners considers Annexation Ordinance - September 8, 2025**

Action Requested

Adopt Annexation Ordinance Extending the Corporate Limits of the Town of Ayden.

PETITION REQUESTING ANNEXATION



Date: 5-19-2025

Parcel #(s): 91624

To the Board of Commissioners of the Town of Ayden:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 3 below be annexed to the Town of Ayden.
2. The area to be annexed is () contiguous (X) non-contiguous to the Town of Ayden and the boundaries of such territory are as follows:

DESCRIPTION OF BOUNDARIES
METES AND BOIUNDS
(Attach additional pages if necessary)
(see attached)

3. We acknowledge that any zoning vested rights acquired pursuant to G.S. 160-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property.

Name(s) of Property Owner	Property Owner Address	Do you declare Vested Rights? (yes or no)	Signature
A.T. Venters Properties, LLC	1700 Tottenham Court Winterville, NC 28590	Yes	

* Petition will not be accepted without Metes & Bounds Description and Maps which include seven (7) paper copies and three (3) Mylar copies of map sized 18" x 24" and one (1) paper map sized 11" x 17".

Exhibit "A"

Legal Description – Annexation

East Ridge Section 2, Phase 4 Ayden Township, Pitt County, North Carolina

Being a tract of land lying and being situated in Ayden Township, Pitt County, N.C., bounded on the north by East Ridge Subdivision Section 2, Phases 1, 2 and 3, on the south and west by Colonial Acre Farms, LLC, and on the east by East Ridge Subdivision, Phase 1 and being described by metes and bounds as follows:

Beginning at a point located on the southeastern corner of Lot 12, East Ridge Subdivision Section 2, Phase 1, property recorded Map Book 91 Page 27 and the western line of Lot 3, East Ridge Subdivision, Phase 1, recorded in Map Book 83 Page 70 of the Pitt County Registry, thence from the **POINT OF BEGINNING** with the western line of the aforementioned East Ridge Subdivision, Phase 1 S 48°03'17" W 175.04 feet to a point, said point being the common corner of Lot 2 and Lot 3 East Ridge Subdivision, Phase 1 and being marked by an existing (#5) iron rod; thence continuing with said western line of East Ridge Subdivision, Phase 1 S 57°07'18" W 319.23 feet to a point located on the northern line of the Colonial Acre Farms, LLC property recorded in Deed Book 2916 Page 779 of the Pitt County Registry; thence with said northern line of Colonial Acre Farms, LLC N 80°29'22" W 2105.22 feet to a point; thence N 09°54'57" W 450.59 feet to a point located on the southern line of Lot 109, East Ridge Subdivision Section 2, Phase 3, recorded in Map Book 93 Page 38, Pitt County Registry, said point being marked by an existing nail at the base of a disturbed 1" outside diameter existing iron pipe; thence with the southern line of East Ridge Subdivision Section 2, Phase 3 N 87°26'28" E 274.05 feet to a point located on the southern line of Lot 105 of the above mentioned East Ridge Subdivision Section 2, Phase 3; thence S 67°50'04" E 125.64 feet to a point located on the southern line of Lot 103 of the above mentioned East Ridge Subdivision Section 2 Phase 3; thence S 80°32'26" E 242.03 feet to a point located on the western right of way of Expedition Lane, said point being the southeastern corner of Lot 100 of said East Ridge Subdivision Section 2, Phase 3; thence with said western right of way of Expedition Lane S 09°27'34" W 80.00 feet to a point at the terminus of expedition of Expedition Lane; thence cornering with the terminus of Expedition Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Expedition Lane; thence continuing with said eastern right of way N 09°27'34" E 86.45 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 2, recorded in Map Book 92 Page 181, Pitt County Registry, said point being the southwestern corner of Lot 38; thence continuing with said southern line of East Ridge Subdivision Section 2, Phase 2 S 82°29'03" E 438.22 feet to a point located on the southern line of Lot 32; thence S 77°00'26" E 567.11 feet to a point located on the western right of way of Navigator Lane, said point being the southeastern corner of Lot 25 of said East Ridge Subdivision Section 2, Phase 2; thence continuing with said western right of way of Navigator Lane S 09°27'34" W 72.07 feet to a point at the terminus of Navigator Lane; thence cornering with the terminus of Navigator Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Navigator Lane; thence continuing with said eastern right of way of Navigator Lane N 09°27'34" E 71.21 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 1, recorded Map Book 91 Page 27, Pitt County Registry, said point being the southwestern corner of Lot 24; thence with said southern line of the aforementioned East Ridge Subdivision Section 2, Phase 1

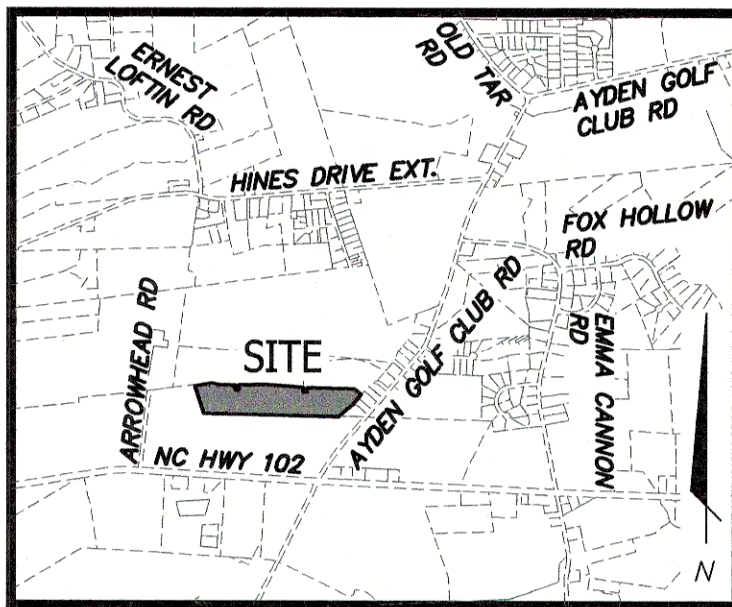
S 80°32'26" E 730.34 feet to a point, said point being the common corner of Lot 13 and Lot 14; thence continuing S 41°57'41" E 144.42 feet to the **POINT OF BEGINNING**, containing an area of 24.762 acres (1,078,632.7 square feet) more or less and being a portion of the A.T. Venters Properties, LLC property recorded in Deed Book 2132 Page 195 and Map Book 28 Page 140, Pitt County Registry, identified as Pitt County Parcel Number 91624 to be annexed into the Town of Ayden, and further shown on a map by Rivers and Associates, Inc. drawing Z-2743 dated May 1, 2025, entitled Town of Ayden Annexation Map for Property of East Ridge Subdivision Section 2, Phase 4, last revised May 16, 2025, which by reference is made a part hereof.



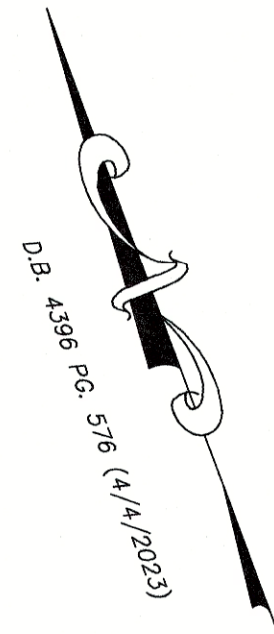
Patrick W. Hartman, PLS, L-4262
Rivers and Associates, Inc., F-0334



5/16/25



VICINITY MAP
1" = 3000'

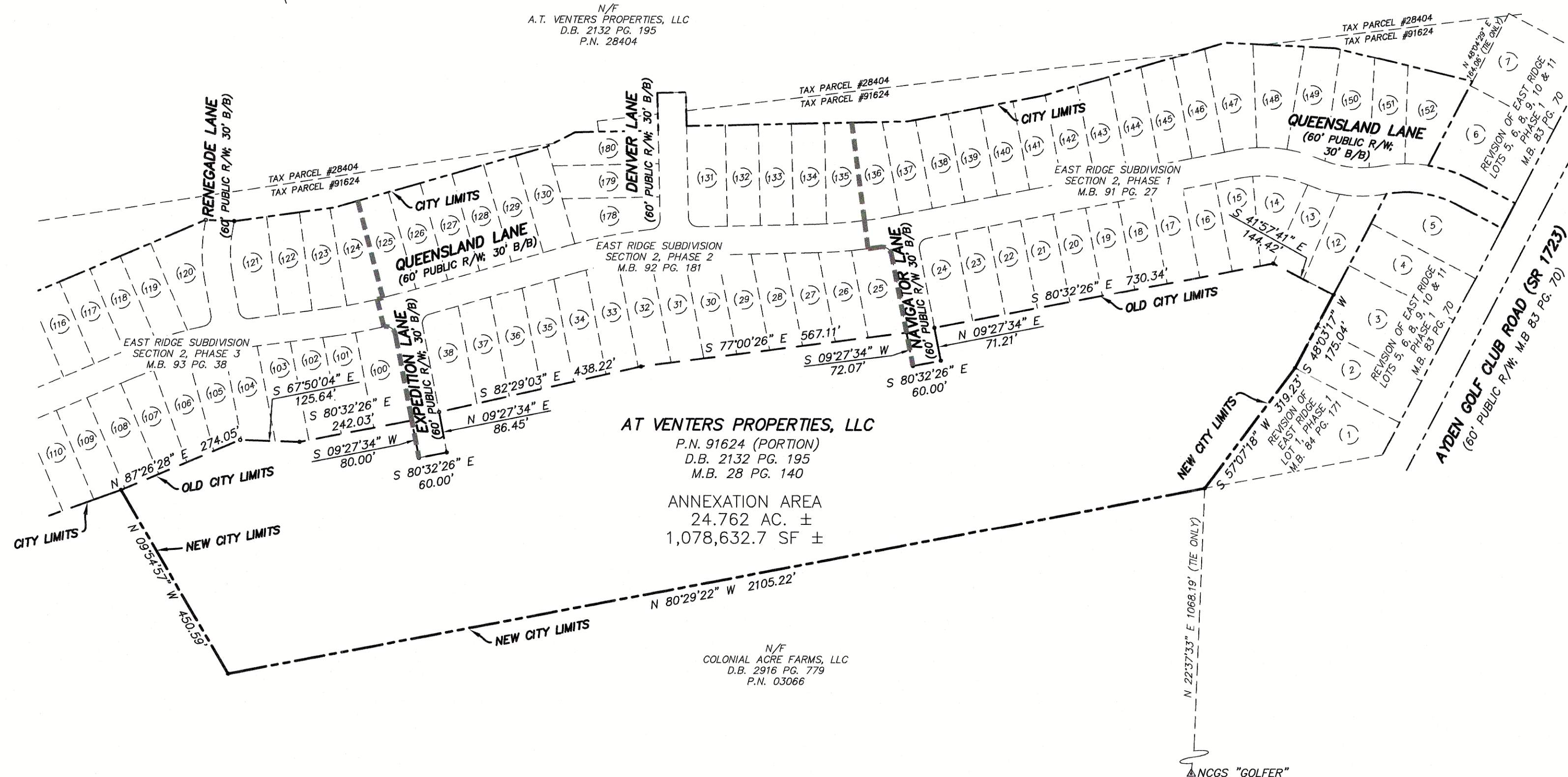


LEGEND

---	CITY LIMITS
---	NEW CITY LIMITS
---	OLD CITY LIMITS
---	RIGHT OF WAY (R/W)
---	GIS PARCEL LINES
---	PLATTED PHASE LINE
M.B.	MAP BOOK
D.B.	DEED BOOK
P.G.	PAGE
P.N.	PARCEL NUMBER
N/F	NOW OR FORMERLY
R/W	RIGHT-OF-WAY

NOTES

1. AREA DETERMINED BY COORDINATES.
2. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS.
3. NO POINT SET AT ANY CORNER.
4. THIS MAP WAS PREPARED FOR ANNEXATION PURPOSES ONLY AND IS NOT A BOUNDARY SURVEY OF THE PROPERTIES SHOWN HEREON OR TO BE USED FOR SALES OR CONVEYANCE.
5. CITY LIMITS WAS TAKEN FROM PITT COUNTY GEOGRAPHIC INFORMATION SYSTEM.



AT VENTERS PROPERTIES, LLC
P.N. 91624 (PORTION)
D.B. 2132 PG. 195
M.B. 28 PG. 140

ANNEXATION AREA
24.762 AC. ±
1,078,632.7 SF ±

N/F
COLONIAL ACRE FARMS, LLC
D.B. 2916 PG. 779
P.N. 03066

STATE OF NORTH CAROLINA
COUNTY OF PITT

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

DATE _____

REVIEW OFFICER _____



REVISIONS: #1 - 5/16/2025: REVISED PER TOWN OF AYDEN COMMENTS

TOWN OF AYDEN ANNEXATION MAP
FOR PROPERTY OF
EAST RIDGE SUBDIVISION SECTION 2, PHASE 4
BEING A PORTION OF PARCEL NUMBER 91624 AND
PURSUANT TO TOWN ORDINANCE NO. _____
AYDEN TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER **AT VENTERS PROPERTIES, LLC**
ADDRESS **4202 WESTHAVEN AVENUE**
AYDEN, NC 28513
PHONE **(252) 327-8100**

NC License: F-0334
Rivers
& ASSOCIATES, INC.
107 East Second Street
Greenville, NC 27656
(252) 792-4135
riversandassociates.com Since 1918

Engineers
Planners
Surveyors
Landscape Architects
107 East Second Street
Greenville, NC 27656
(252) 792-4135

SURVEYED	N/A	APPROVED	JSJ
DRAWN	KB	DATE	5/1/25
CHECKED	PH	SCALE	1" = 200'

TOWN OF AYDEN, NC
ACCEPTANCE OF ANNEXATION

I, HEREBY ACCEPT THE AREA SHOWN ON THIS MAP FOR
ANNEXATION INTO THE TOWN OF AYDEN, N.C.

DATE _____

MAYOR, TOWN OF AYDEN, N.C.

MAP SHOWING AREA ANNEXED BY

THE TOWN OF AYDEN, N.C.

EFFECTIVE DATE _____

ORDINANCE NO. _____

24.762 AC.
AREA

AYDEN TOWNSHIP, PITT COUNTY, N.C.

REFERENCES

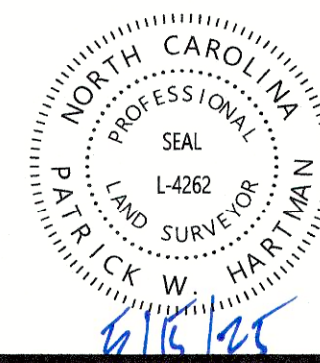
P.N. 91624
P.N. 28404
D.B. 4396 PG. 516
D.B. 4031 PG. 195
D.B. 2132 PG. 195
M.B. 28 PG. 140
M.B. 88 PG. 69

CERTIFICATION

NORTH CAROLINA PITT COUNTY

I, PATRICK W. HARTMAN, CERTIFY THAT THIS
MAP WAS DRAWN UNDER MY SUPERVISION
FROM DEED DESCRIPTIONS RECORDED IN
DEED BOOK _____ PAGE _____ OR AS
NOTED; THAT THE RATIO OF PRECISION IS
1:10,000; THAT BOUNDARIES NOT SURVEYED
ARE SHOWN AS BROKEN LINES PLOTTED
FROM INFORMATION FOUND AND REFERENCED
HEREON; THAT THIS MAP WAS PREPARED IN
ACCORDANCE WITH G.S. 47-30 AS AMENDED.
I FURTHER CERTIFY PURSUANT TO G.S.
47-30 (f)(1)(d) AS TO THE FOLLOWING
THAT THIS SURVEY IS OF ANOTHER
CATEGORY; BEING A SURVEY FOR
ANNEXATION INTO CITY LIMITS OF THE TOWN
OF AYDEN; WITNESS MY ORIGINAL
SIGNATURE, LICENSE NUMBER, AND SEAL
THIS 15TH DAY OF MAY, 2025.

SIGNED **Patrick W. Hartman**
PROFESSIONAL LAND SURVEYOR
LICENSE NUMBER **L-4262**



CERTIFICATE OF SUFFICIENCY

To the Board of Commissioners of the Town of Ayden, North Carolina:

I, Jeremy Crawford, Town Clerk, do hereby certify that I have investigated the attached petition from A. T. Venters Properties, LLC, for Parcel Number 91624, and hereby make the following findings:

I further find that the area meets the standards for a noncontiguous area as specified in G.S. 160A-58.1(b), in that:

- a. The petition contains an adequate property description of the area proposed for annexation and has attached a map showing the proposed satellite area in relation to the primary corporate limits.
- b. The petition includes the names and addresses of all owners of real property lying in the area described therein.
- c. The petition includes the signatures of all owners of real property lying in the area described therein, except those not required to sign by G.S. 160A-58.1(a).
- d. The nearest point on the proposed satellite corporate limits is no more than three (3) miles from the primary corporate limits of the Town;
- e. No point on the proposed satellite corporate limits is closer to the primary corporate limits of any municipality other than the Town of Ayden;
- f. The satellite area is so situated that the Town will be able to provide the same services as are provided within its primary corporate limits;
- g. To the extent that the proposed satellite area contains any portion of a subdivision, the entire subdivision is included;
- h. The satellite corporate limit area restrictions provided in G.S. 160A-58.1(b)5, do not apply.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Ayden, this 9th day of June, 2025.

(SEAL)





Jeremy Crawford, Town Clerk



Media of East Carolina

Key West Citizen - Florida Free Press - Paradise

The Daily Reflector - The Daily Advance - The Rocky Mount Telegram

Bertie Ledger - Chowan Herald - Duplin Times - Farmville Enterprise - Perquimans Weekly

Standard Laconic - Tarboro Weekly - Times Leader - Williamston Enterprise

PO Box 1967 Greenville NC 27835 - (252) 329-9500

Date: August 20, 2025

- CLASSIFIED AD PROOF -

Thank you for advertising with us! This is the proof of your ad scheduled to run on the dates indicated below. If changes are needed, please contact Kim Bandy by phone at (252) 329-9522 or email at kbandy@apgenc.com.

CUSTOMER INFORMATION

Account #: 104151
Name: TOWN OF AYDEN
Address: 4144 West Ave.
AYDEN NC 28513
Telephone: (252) 481-5826
Email: rsparrow@ayden.com

AD INFORMATION

Ad ID: 488776
Run Dates: 08/23/25 to 08/30/25

Total Cost: \$821.88
of Inserts: 4
of Lines: 149

Ad Class: 42

Account Rep: Kim Bandy
Phone #: (252) 329-9505
Email: customercare@apgenc.com

Publications	Start Date	End Date	# of Insertions
Daily Reflector	08/23/25	08/30/25	2
Reflector.com	08/23/25	08/30/25	2

Your ad
Ad shown is not actual print size

TOWN OF AYDEN Notice of Public Hearing

The following item will be considered and a Public Hearing conducted by the Town of Ayden Governing Board at its regularly scheduled meeting on Monday, September 8th at 6:30 pm in the Ayden District Courtroom (second floor of Town Hall) at 4144 West Avenue.

1. Conduct a Public Hearing and consider adoption of an Annexation Ordinance.

In accordance with NCGS 160A-58.1, the proposed Ordinance is associated with a petition submitted by East Ridge Development Corporation that requests voluntary annexation for a 10.16-acre contiguous tract located on Queensland Lane and shown as East Ridge Subdivision Section 2, Phase 4. Lying and being situated in Ayden Township, Pitt County, North Carolina, the parcel is specifically described as follows: Being a tract of land lying and being situated in Ayden Township, Pitt County, N.C., bounded on the north by East Ridge Subdivision Section 2, Phases 1, 2 and 3, on the south and west by Colonial Acre Farms, LLC, and on the east by East Ridge Subdivision, Phase 1 and being described by metes and bounds as follows: Beginning at a point located on the southeastern corner of Lot 12, East Ridge Subdivision Section 2, Phase 1, property recorded Map Book 91 Page 27 and the western line of Lot 3, East Ridge Subdivision, Phase 1, recorded in Map Book 83 Page 70 of the Pitt County Registry, thence from the POINT OF BEGINNING with the western line of the aforementioned East Ridge Subdivision, Phase 1 54°03'17" W 175.04 feet to a point, said point being the common corner of Lot 2 and Lot 3 East Ridge Subdivision, Phase 1 and being marked by an existing (85) iron rod, thence continuing with said western line of East Ridge Subdivision, Phase 1 57°07'18" W 319.23 feet to a point located on the northern line of the Colonial Acre Farms, LLC property recorded in Deed Book 2916 Page 779 of the Pitt County Registry; thence with said northern line of Colonial Acre Farms, LLC N 80°29'22" W 2105.22 feet to a point; thence N 09°54'27" W 450.59 feet to a point located on the southern line of Lot 109, East Ridge Subdivision Section 2, Phase 3, recorded in Map Book 93 Page 38, Pitt County Registry, said point being marked by an existing nail at the base of a disturbed 1" outside diameter existing iron pipe; thence with the southern line of East Ridge Subdivision Section 2, Phase 3 N 87°26'28" E 274.05 feet to a point located on the southern line of Lot 105 of the above mentioned East Ridge Subdivision Section 2, Phase 3; thence S 67°50'04" E 125.64 feet to a point located on the southern line of Lot 103 of the above mentioned East Ridge Subdivision Section 2, Phase 3; thence S 80°32'39;26" E 242.03 feet to a point located on the western right of way of Expedition Lane, said point being the southeastern corner of Lot 100 of said East Ridge Subdivision Section 2, Phase 3; thence with said western right of way of Expedition Lane S 09°27'34" W 80.00 feet to a point at the terminus of Expedition Lane; thence cornering with the terminus of Expedition Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Expedition Lane; thence continuing with said eastern right of way N 09°27'34" E 86.45 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 2, recorded in Map Book 92 Page 181, Pitt County Registry, said point being the southwestern corner of Lot 38; thence continuing with said southern line of East Ridge Subdivision Section 2, Phase 2 S 82°29'03" E 438.22 feet to a point located on the southern line of Lot 32; thence S 77°00'26" E 567.11 feet to a point located on the western right of way of Navigator Lane, said point being the southeastern corner of Lot 25 of said East Ridge Subdivision Section 2, Phase 2; thence continuing with said western right of way of Navigator Lane S 09°27'34" W 72.07 feet to a point at the terminus of Navigator Lane; thence cornering with the terminus of Navigator Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Navigator Lane; thence continuing with said eastern right of way of Navigator Lane N 09°27'34" E 71.21 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 1, recorded Map Book 91 Page 27, Pitt County Registry, said point being the southwestern corner of Lot 24; thence with said southern line of the aforementioned East Ridge Subdivision Section 2, Phase 1 S 80°32'26" E 730.34 feet to a point, said point being the common corner of Lot 13 and Lot 14; thence continuing S 41°57'41" E 144.42 feet to the POINT OF BEGINNING, containing an area of 24.762 acres (1,078,632.7 square feet) more or less and being a portion of the A.T. Venters Properties, LLC property recorded in Deed Book 2132 Page 195 and Map Book 28 Page 140, Pitt County Registry, identified as Pitt County Parcel Number 91624 to be annexed into the Town of Ayden, and further shown on a map by Rivers and Associates, Inc. drawing Z-2743 dated May 1, 2025, entitled Town of Ayden Annexation Map for Property of East Ridge Subdivision Section 2, Phase 4, last revised May 16, 2025, which by reference is made a part hereof.

*Citizens requiring special accommodation to attend meetings scheduled for the second floor of the Town Hall should contact the Town Manager's Office (481-5826) at least 3 business days prior to the meeting.
08/23/08/30/2025

ORDINANCE NO. 25-26-04
AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE
TOWN OF AYDEN, NORTH CAROLINA

- WHEREAS, the Ayden Board of Commissioners has been petitioned under G.S. 160A-58.1 to annex the area described below; and
- WHEREAS, the Ayden Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and
- WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the Ayden District Courtroom at 6:30 PM on September 8, 2025, after due notice by publication on August 23, 2025 and August 30, 2025; and
- WHEREAS, the Ayden Board of Commissioners finds that the petition meets the requirements of G.S. 160A-58.1;
- WHEREAS, the Ayden Board of Commissioners further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and
- WHEREAS, the Ayden Board of Commissioners further finds that the petition is otherwise valid, and that the public health, safety and welfare of the Town of Ayden and of the area proposed for annexation will be best served by annexing the area described;

NOW, THEREFORE, BE IT ORDAINED by the Ayden Board of Commissioners of the Town of Ayden, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-58.1, the following described territory is hereby annexed and made part of the Town of Ayden as of September 8, 2025:

Being a tract of land lying and being situated in Ayden Township, Pitt County, N.C., bounded on the north by East Ridge Subdivision Section 2, Phases 1, 2 and 3, on the south and west by Colonial Acre Farms, LLC, and on the east by East Ridge Subdivision, Phase 1 and being described by metes and bounds as follows:

Beginning at a point located on the southeastern corner of Lot 12, East Ridge Subdivision Section 2, Phase 1, property recorded Map Book 91 Page 27 and the western line of Lot 3, East Ridge Subdivision, Phase 1, recorded in Map Book 83 Page 70 of the Pitt County Registry, thence from the **POINT OF BEGINNING** with the western line of the aforementioned East Ridge Subdivision, Phase 1 S 48°03'17" W 175.04 feet to a point, said point being the common corner of Lot 2 and Lot 3 East Ridge Subdivision, Phase 1 and being marked by an existing (#5) iron rod; thence continuing with said western line of East Ridge Subdivision, Phase 1 S 57°07'18" W 319.23 feet to a point located on the northern line of the Colonial Acre Farms, LLC property recorded in Deed Book 2916 Page 779 of the Pitt County Registry; thence with said northern line of Colonial Acre Farms, LLC N 80°29'22" W 2105.22 feet to a point; thence N 09°54'57" W 450.59 feet to a point located on the southern line of Lot 109, East Ridge Subdivision Section 2, Phase 3, recorded in Map Book 93 Page 38, Pitt County Registry, said point being marked by an existing nail at the base of a disturbed 1" outside diameter existing iron pipe; thence with the southern line of East Ridge Subdivision Section 2, Phase 3 N 87°26'28" E 274.05 feet to a point located on the southern line of Lot 105 of the above mentioned East Ridge Subdivision Section 2, Phase 3; thence S 67°50'04" E 125.64 feet to a point located on the southern line of Lot 103 of the above mentioned East Ridge Subdivision Section 2 Phase 3; thence S 80°32'26" E 242.03 feet to a point located on the western right of way of Expedition Lane, said point being the southeastern corner of Lot 100 of said East Ridge Subdivision Section 2, Phase 3; thence with said western right of way of Expedition Lane S 09°27'34" W 80.00 feet to a point at the terminus of expedition of Expedition Lane; thence cornering with the terminus of Expedition Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Expedition Lane; thence continuing with said eastern right of way N 09°27'34" E 86.45 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 2, recorded in Map Book 92 Page 181, Pitt County Registry, said point being the southwestern corner of Lot 38; thence continuing with said southern line of East Ridge Subdivision Section 2, Phase 2 S 82°29'03" E 438.22 feet to a point located on the southern line of Lot 32; thence S 77°00'26" E 567.11 feet to a point located on the western right of way of Navigator Lane, said point being the southeastern corner of Lot 25 of said East Ridge Subdivision Section 2, Phase 2; thence continuing with said western right of way of Navigator Lane S 09°27'34" W 72.07 feet to a point at the terminus of Navigator Lane; thence cornering with the terminus of Navigator Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Navigator Lane; thence continuing with said eastern right of way of Navigator Lane N 09°27'34" E 71.21 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 1, recorded Map Book 91 Page 27, Pitt County Registry, said point being the southwestern corner of Lot 24; thence with said southern line of the aforementioned East Ridge Subdivision Section 2, Phase 1 S 80°32'26" E 730.34 feet to a point, said point being the common corner of Lot 13 and Lot 14; thence continuing S 41°57'41" E 144.42 feet to the **POINT OF BEGINNING**, containing an area of 24.762 acres (1,078,632.7 square feet) more or less and being a portion of the A.T. Venters Properties, LLC property recorded in Deed Book 2132 Page 195 and Map Book 28 Page 140, Pitt County Registry, identified as Pitt County Parcel Number 91624 to be annexed into the Town of Ayden, and further shown on a map by Rivers and Associates, Inc. drawing Z-2743 dated May 1, 2025, entitled Town of Ayden Annexation Map for Property of East Ridge Subdivision Section 2, Phase 4, last revised May 16, 2025, which by reference is made a part hereof.

Section 2. Upon and after September 8, 2025, the described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Ayden and shall be entitled

to the same privileges and benefits as other parts of the Town of Ayden. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the Town of Ayden shall cause to be recorded in the office of the Register of Deeds of Pitt County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Section 4. That the newly annexed territory described hereinabove shall become a part of Ward No.1 of the Town of Ayden.

BE IT FURTHER ORDAINED, by the Ayden Board of Commissioners of the Town of Ayden, North Carolina that:

The Town Clerk be and hereby is directed, to cause all official town maps to be updated to reflect the Annexation which is the subject matter of the within Ordinance.

Adopted this the 8th day of September 2025 in Ayden, North Carolina.

AYDEN, NORTH CAROLINA

ATTEST:

Ivory Mewborn, Mayor

Jeremy Crawford, Town Clerk

North Carolina

Pitt County

I hereby certify that the foregoing is a true and accurate copy of an ordinance duly adopted by the Town Council of the Town of Ayden, North Carolina, at a meeting held on September 8, 2025, at 6:30 pm at the Town Hall in the Town of Ayden.

IN WITNESS WHEREOF I have hereunto set my hand and have caused the official corporate seal of the Town of Ayden to be affixed, this _____ day of September 2025.

Jeremy Crawford, Town Clerk

North Carolina

Pitt County

I, _____, a Notary Public, do hereby certify that Jeremy Crawford, Town Clerk, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purpose therein expressed.

WITNESS my hand and notarial seal this _____ day of September 2025.

Notary Public

My Commission Expires: _____



**TOWN OF AYDEN
GOVERNING BOARD MEETING
MINUTES**

June 23, 2025 - 6:30 PM

District Courtroom – 2nd Floor of Town Hall – 4144 West Avenue

I. CALL TO ORDER

A. Call to order

Mayor Ivory Mewborn called the meeting to order at 6:30 pm.

B. Roll Call

Town Clerk Jeremy Crawford called the roll.

Present:

Mayor Ivory Mewborn, Mayor Pro-tem Raymond Langley, Commissioner Cynthia Goff, Commissioner Johnny Davis, Commissioner Sarah Connor, Commissioner Brian Newell

Excused:

Town Attorney Tim Carraway

Absent:

None

Also Present:

Scott Howard - Town Manager

Stephen Smith - Assistant Town Manager

Jeremy Crawford - Town Clerk

C. Welcome Visitors/Protocol for Public Comment

Mayor Mewborn welcomed the guests, staff, and other board members.

D. Invocation

Mayor Mewborn provided the invocation.

E. Pledge of Allegiance

Mayor Mewborn led the room in reciting the pledge of allegiance.

F. Approval of the Agenda

Mayor Mewborn asked the Board members if they had any questions regarding the agenda, and hearing none, asked if there was a motion for consideration.

Motion to approve the agenda, as written.

Motion: Commissioner Connor

Second: Commissioner Newell

Discussion: None

Approved: 5-0

Motion passed unanimously.

II. ACTION ITEMS

A. FY26 Budget Ordinance and Town of Ayden FY26 Fee Schedule

Finance Director Marsha Hall presented the topic, and read from her prepared slides.

Item Explanation

As discussed at the May 21st Budget Workshop meeting, the FY26 Fee Schedule needs official Board approval.

Staff Comments

FY26 Fee Schedule to be approved as written and discussed on May 21st 2025

Action Requested

Recommend approving the FY26 Fee Schedule and the Town of Ayden FY26 Budget Ordinance, as written.

Example motion: "I motion that we approve the FY26 Fee Schedule and the Town of Ayden FY26 Budget Ordinance, as written."

Director Hall discussed the highlights of the proposed budget, and explained the remaining budget process timeline. Commissioners Newell, Connor, and Goff, along with Mayor Mewborn and Mayor Pro-tem Langley presented questions, which were answered by Director Hall.

Mayor Mewborn asked the Board if they had any remaining questions for Director Hall, and hearing none, asked if there was a motion for consideration.

Motion to approve the FY26 Fee Schedule and the Town of Ayden FY26 Budget Ordinance, as written.

Motion: Commissioner Newell

Second: Commissioner Davis

Discussion: Commissioner Goff shared her opposition to the increase in the Board's monthly stipend.

Approved: 5-0

Motion passed unanimously.

The executed Budget Ordinance and Fee Schedule is included as Attachment A.

III. BOARD MEMBER COMMENTS

Commissioner Newell thanked everyone for attending, and encouraged them to stay cool with the high temperatures.

Commissioner Connor thanked the staff for the work on the budget. She also shared that she is taking classes from the NC League of Municipalities, and she believes it will help her better serve the community. Finally, Commissioner Connor thanked everyone who attended and participated in the Juneteenth event.

Commissioner Goff thanked the staff for their part in preparing the proposed budget.

Commissioner Davis thanked Director Hall for her work on the budget.

Mayor Pro-tem Langley thanked everyone involved in the budget process.

Mayor Mewborn echoed the comments of the other Board members, and shared his comments on the Juneteenth and Oak Tree events recently held in Ayden.

IV. ADJOURNMENT

Mayor Mewborn asked the Board if they had any other comments, and hearing none, asked if there was a motion for consideration.

Motion to adjourn.

Motion: Commissioner Newell

Second: Commissioner Connor

Discussion: None
Approved: 5-0
Motion passed unanimously.

CERTIFICATION

Minutes from the June 23, 2025, meeting were adopted and certified on the 8th day of September 2025, in Ayden, North Carolina.

AYDEN, NORTH CAROLINA

Ivory Mewborn, Mayor

Jeremy Crawford, Town Clerk



FY26 Town of Ayden Budget Ordinance

**TOWN OF AYDEN
ORDINANCE NO. 25-26-01
FYE JUNE 30th 2026**

OPERATING BUDGET ORDINANCE

BE IT ORDAINED by the Board of Commissioners of the Town of Ayden, North Carolina, that the following anticipated fund revenues and departmental expenditures together with a certain fee and Charge Schedule, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026.

SUMMARY

GENERAL FUND	\$6,834,338
RURAL FIRE FUND	\$255,972
LIBRARY TRUST FUND	\$1,000
ELECTRIC FUND	\$15,400,782
WATER & SEWER FUND	\$4,245,969
STORMWATER FUND	<u>\$175,000</u>
TOTAL OF ALL FUNDS	\$26,913,061

SECTION 1: GENERAL FUND REVENUES

TAXES- PROPERTY & VEHICLE	\$2,844,520
Unrestricted Intergovernmental	\$2,074,307
Restricted Intergovernmental	\$360,000
Permits & Fees	\$35,000
Investment Earnings	\$40,000
Sales & Service	\$612,846
FUND BALANCE APPROPRIATED	\$5,056
Other Revenue/Non-Operating	\$252,609
Other Finance Sources	<u>\$610,000</u>
TOTAL GENERAL FUND REVENUES	\$6,834,338

SECTION 1 Continued: GENERAL FUND EXPENDITURES

GOVERNING BODY	\$56,498
ADMINISTRATION	\$101,267
FINANCE	\$144,665
HUMAN RESOURCES	\$32,132
INFORMATION TECHNOLOGY	\$146,504
CENTRAL GARAGE	\$312,189
PUBLIC BUILDINGS	\$364,187
POLICE	\$2,614,475
FIRE	\$255,972
STREETS	\$1,100,070
POWELL BILL	\$155,000
SANITATION	\$377,810
PLANNING, ZONING, INSPECT	\$327,270
ECONOMIC DEVELOPMENT	\$57,427
LIBRARY	\$156,270
RECREATION	<u>\$632,604</u>
TOTAL GENERAL FUND EXPENDITURES	\$6,834,338

SECTION 2: RURAL FIRE

REVENUES

CONTRACTED SERVICES	\$255,972
FIRE REVENUE	\$255,972

EXPENDITURES

RURAL FIRE DEPARTMENT OPERATIONS	\$255,972
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SECTION 3: LIBRARY TRUST FUND

REVENUES

LIBRARY FUND	\$1,000
TOTAL LIBRARY TRUST FUND REVENUES	\$1,000

EXPENDITURES

LIBRARY FUND	\$1,000
TOTAL LIBRARY FUND EXPENDITURES	\$1,000

SECTION 4: ELECTRIC FUND

Revenues

PENALTIES / RECONNECT FEES	\$150,000
NEW ACCT CONNECTION FEES	\$25,000
FACILITIES FEES	\$120,000
SERVICE CHARGES	\$3,000
NEW SERVICE INSTALLATIONS	\$175,000
INVESTMENT EARNINGS	\$150,000
UTILITY CHARGES	\$13,300,000
MISC RECEIPTS	\$2,500
CREDIT CARD SERVICE FEES	\$60,000
CATV POLE RENT	\$12,000
PCA RIDER 1 FUND	\$984,968
FUND BALANCE APPROPRIATED	<u>\$418,314</u>
TOTAL ELECTRIC REVENUES	\$15,400,782

Expenditures

ELECTRIC/ADMIN BILLING	\$1,441,010
ELECTRIC OPERATIONS	\$2,926,472
WHOLESALE POWER PURCHASE	\$8,975,955
DEBT SERVICE	\$178,000
CAPITAL OUTLAY	\$670,000
SPECIAL APPROPRIATIONS	<u>\$1,209,345</u>
TOTAL ELECTRIC EXPENDITURES	\$15,400,782

SECTION 5: WATER/SEWER FUND

Revenues

INVESTMENT EARNINGS	\$30,000
WATER CONNECTION FEES	\$25,000
SEWER CONNECTION FEES	\$25,000
W/S SYSTEMWIDE DEVELOPMENT FEES	\$38,000
WATER CHARGES	\$1,685,000
SEWER CHARGES	\$2,400,000
FUND BALANCE APPROPRIATED	\$42,569
MISC RECEIPTS	<u>\$400</u>
TOTAL WATER/SEWER REVENUE	\$4,245,969

Expenditures

WATER AND SEWER OPERATIONS	\$1,563,552
DEBT SERVICE	\$625,917
CAPITAL OUTLAY	\$156,500
CONTRACTS	<u>\$1,900,000</u>
TOTAL WATER/SEWER EXPENSES	\$4,245,969

SECTION 6: STORMWATER FUND

Revenues

STORMWATER FEES	<u>\$175,000</u>
TOTAL STORMWATER FEES	<u>\$175,000</u>

Expenditures

STORMWATER OPERATIONS	<u>\$175,000</u>
TOTAL STORMWATER EXPENSES	<u>\$175,000</u>

SECTION 7: UTILITY RATES

ELECTRIC RATES: JULY 1, 2025

Tariff	Class Type	Customer User Charge (\$)	Energy (\$/kWh)	Demand (\$/kW)	Excess (\$/KW)
EL1	Residential Single Phase	\$16.00	\$ 0.1242		
EL2	Residential Three Phase	\$19.00	\$ 0.1242		
EL3-SFL	Sports Field Lighting	\$21.00	\$ 0.13399	\$ 2.00	
EL4-5	Small General Service (SGS)- Single Phase and Bulk Barn	\$20.50	\$ 0.13630	0- 1500 KWH	
			\$ 0.13630	1501- 3500 KWH	
			\$ 0.13630	Above 3500KWH	
EL6	Small General Service Three Phase	\$28.00	\$ 0.13630	0- 1500 KWH	
			\$ 0.13630	1501- 3500 KWH	
			\$ 0.13630	Above 3500KWH	
EL7	Small/Large General Service - Single Phase	\$ 31.00	\$ 0.08878	\$15.50	
EL8	IGS Three Phase	\$73.00	\$ 0.08878	\$ 15.50	
Manual	Seasonal	\$25.72	\$ 0.0668	\$ 14.43	
Manual	General CP	\$ 500	\$ 0.05277	\$ 25.50	\$7.50
Manual	Seasonal CP	\$ 500	\$ 0.07354	CP \$25.50	\$7.50
Manual	Industrial	\$10,029.00	\$ 0.04760	CP \$25.50	\$7.50
Manual	ED CP Rate (offered case by case)	\$1,000.00	\$ 0.05790	CP \$24.50	\$ 6.50
ELAL	Metered Area Lights	\$15.00	\$ 0.12249		
AL1	Area Lights	\$12.61	175 Watt Mercury Vapor NO LONGER AVAILABLE		
AL2	Area Lights	\$16.83	100 Watt HPS/LED		
AL3	Area Lights	\$17.86	150 Watt HPS/LED		
AL4	Area Lights	\$23.11	250 Watt HPS /LED		
AL5	Area Lights	\$36.75	400 Watt Flood SV- /LED50,000 Lumens		
AL - Hunters Run	Area Lights	\$9.81	Decorative Lighting		
AL - Windvale Acres	Area Lights	\$12.65	Decorative Lighting		
AL 1/2 Ares Light	Area Lights	\$6.30	175 Watt		
REF-1	Renewable Energy Facilities Credit	\$ 8.91	\$ (0.04821)		
TAX	SALES TAX	7%			

**PCA charge per kWh below will apply to all metered electric rate schedules, except Outdoor Lighting Service, until the total Rider No. 1 charges billed Ayden are recovered. When all Rider No.1 costs are recovered, the following month the PCA charge will go to \$0.00 per kWh. At no time will the PCA be less than zero.

PCA= \$0.00603 per kWh plus applicable NC Sales Tax

WATER & SEWER RATES

Effective for Bills Rendered after July 1, 2025.

WATER

	In Town	Out of Town
Monthly Base User Charge/Availability Fee	\$19.07	\$38.15
Monthly Base User Charge Add'l Dwelling (Master Metered Accounts) per unit	\$13.50	\$24.30
First 5,000 Gallons	\$7.71	\$9.17
Next 10,000 Gallons	\$9.55	\$11.01
Over 15,000 Gallons	\$11.74	\$13.21
Consumption Rate is per 1,000 Gallons		

IRRIGATION/SPRINKLER RATES: Same as In Town and Out of Town rates respectively; no additional user charge assessed.

SEWER

	In Town	Out of Town
Monthly Base User Charge/Availability Fee	\$31.65	\$59.08
Monthly Base User Charge Addt'l Dwelling (Master Metered Accounts) per unit	\$23.31	\$42.70
First 5,000 Gallons	\$13.20	\$15.29
Next 10,000 Gallons	\$15.81	\$17.40
Over 15,000 Gallons	\$18.99	\$21.08
Consumption Rate is per 1,000 Gallons		

SECTION 8: FEE SCHEDULE

There is hereby established, for the fiscal year 2025-2026, various fees and charges as scheduled herewith:

ADMINISTRATION

Photocopies	\$0.25 cent per page B/W
Sunshine List	\$12 / year
Certified True Copies of Documents	\$3 / first page \$1 / additional pages
Notary Fee	\$10 per signature

BILLING & COLLECTIONS

Credit Card Fee	Cost
Return Check/ Bank Draft Fee	\$35/per occurrence
Fraudulent Credit Card	\$100
Residential Utility Deposits	\$225/Electric \$25/Water \$50/Sewer
Small Commercial Utility Deposits	\$600
Large Commercial Utility Deposits	\$3,000 up front
Industrial Utility Deposits	\$3,500 up front
Temporary Service Charge	\$50
Connection Fee Electric	\$40 Electric
Connection Fee Water	\$40 Water & Sewer
Disconnect Fee : Non-Remote	\$100
Late Payment Fee	3% of account balance
Reconnection Fee: During Business Hours	\$75
Reconnection Fee: Non-Remote Reconnect	\$100
No SSN Provided for Credit check	\$1,350

POLICE

Fingerprinting	\$40
Noise Permit *	\$20/event
Special Event Staff	\$50/hour per staff member

**Permit to exceed noise limitations/Permit for outdoor amplified sound*

***No Permitted event may last more than 4 hours in duration. No permitted event may extend beyond 11:00pm.*

ELECTRIC SERVICES

All Fees due at time-of-service request

Residential Installment Fee	
100LF or less	\$500/dwelling
Greater than 100LF	\$500/dwelling plus \$6 over 100LF
Commercial Installment Fee	
200 AMP	\$350
400 AMP	\$820
600 AMP	\$1,200
Over 600 Amp	Calculated at time-of-service request for
Transformer and pad at customer expense	
Primary Line Extension	Material Cost + 15%
Subdivision Installment Fee *	
	\$2,200/unit \$2,500/unit

**Cost to developer for Town to install Backbone. Paid by developer prior to ordering of materials.*

Utility Meter Related Costs

Vacant Property Changeout	Meter Town's Current Market Cost	
Meter & Module Replacement due to Damage or Meter Tampering	\$400 per meter In Town	\$450 per meter Out of Town
	*Price per module (water & electric)	

Unauthorized Meter Pull Fee - \$500

Civil Penalty and Criminal Charges of \$500 per day – General Statutes 14-151.1

WATER & SEWER SERVICES

All Fees due at time-of-service request

Fees are for the Town installing taps and service to property line. Systemwide Development Fee (*Where Applicable*) \$2,000

WATER CONNECTION FEE

	In Town	Out of Town
¾" Meter	\$1,400	\$1,650
1" Meter	\$1,500	\$2,250
1 ½" Meter	\$2,100	\$3,300
2" Meter	\$3,500	\$5,800
Greater than 2"	Cost of materials/labor plus 20%	Cost of materials/labor plus 20%
Sprinkler Connection Fee	\$1,100	\$1,550
4" Sewer Connection Fee 8' depth or less	cost Plus 20%	cost plus 20%
4" Sewer Connection Fee 8' depth or less	Cost plus 20%	Cost plus 20%
Hydrant Meter Set Up Fee	\$100	\$100
Hydrant Meter Relocation Fee	\$100	\$100
Hydrant Meter Monthly Charge	\$50 plus water usage	\$50 plus water usage

Sewer Connection Fee

The Town of Ayden's share of the connection costs shall be only as a reimbursement of the actual connection costs of the owner/developer/builder, and only after the property in question is fully developed and ready for occupancy – Certificate of Occupancy issued.

This cost sharing of sewer connection costs shall only apply to connections made after the effective date of this policy.

The Town of Ayden shall acquire at least three (3) quotes from contractors for the sewer tap work in question.

Commercial Sewer Connection Fee	Cost of materials/labor plus 20%
CMSD Impact Fee; Residential	\$1,250 (\$1,000 +\$250 TOA Admin Fee)
CMSD Impact Fee: Commercial/Industrial	\$1,250 (\$1,000+\$250 TOA Admin Fee)

Paid by builder prior to issuance of Zoning Compliance Certificate

Subdivision Installment Fee (Water/Sewer)	\$500/unit
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Developer installs lines and extends taps to property line. Paid by builder prior to issuance of Zoning Compliance Certificate

STORMWATER FEE

Residential Customers- \$4.00 Monthly fee **\$5.00 Monthly Fee**

Non-Residential Customers: Non-residential customers will be charged **\$5.00** per 2,500 square feet of impervious cover existing on their property per month. Non-residential properties are all properties other than single-family and duplexes.

The minimum fee for Non-residential properties is \$15.00 **\$20.00 Monthly Fee*

Example of Non-Residential Fee Determination:

100,000 sf/ 2,500 sf = 40 ERU

40 ERU x \$4.00 per month = \$160 per month for Stormwater Utility Fee

****On-site Retention facilities may provide a discounted rate for system improvement**

SOLID WASTE

Refuse & Recycling	Fee	
Residential	\$16/per dwelling/monthly	
Business & Church Collection	\$27/first two rollouts/ monthly	\$27 each/additional rollout monthly
Residential Bulk Pick-Up		
Major Appliance	1 item per month per address at no charge	\$50 per month for each additional item
Furniture & Mattress	1 item per month per address at no charge	\$40 per month for each additional item
½ a load Collection	\$160 per load	
Full Load Collection	\$270 per load	
Residential Bulk Pick-Up – Yard Debris		
Standard Collection	No Charge	
½ a load Collection	\$60	
Full Load Collection	\$110	
Rollout Containers		
Refuse Single Container	No Charge	
Recycle Single Container	No Charge	
Additional Refuse or Recycle Containers	\$85/ per container	

***Customer will be issued one rollout, if damaged or stolen, owner will be responsible for replacement.**

RECREATION

Activity	Resident	Non- Resident
Tackle Football Activity Fee	\$45	\$75
Flag Football Activity Fee	\$40	\$60
Softball Activity Fee	\$40	\$60
Basketball Activity Fee	\$40	\$60
Cheerleading	\$40	\$60
Volleyball	\$40	\$60
Classes (Art, Pottery, etc.)	\$40	\$60
Summer Day Camp	\$55/per week	\$85/per week
Specialty/Sports Camp	Cost Varies	Determined by Instructor Fees
Gate Admission to Events	\$1 per person per activity	
District Park Splash Pad Admission	\$2/All Day Pass	\$3

CEMETERY

Lot Transfer	\$80 per deed
Lot Fees:	
Resident	\$880
Non-Resident on Ayden Utilities	\$1,100
Non- Resident	\$1,200

Mausoleums	Plot price x 4 as set above
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Grave Openings and Closings:

Weekday	Weekday Cremation	Weekday/Holiday	Weekend/Holiday Cremation
\$825	\$385	\$1,045	\$495

Charges:

Prices are for the hours of 8-4pm. For grave opening closings after 4pm add \$125 pr grave. Wait time will be billed at the rate of \$137.50 per hour when the funeral director does not comply with the scheduled arrival time as indicated on cemetery open/close request.

Marker Monument Permit \$137.50

*Burial and/or internment service shall not be held on the following city holidays - New Year's Day, Easter Sunday, Thanksgiving Day, Christmas Day.

PLANNING

Service	Fee
Zoning and Subdivision Ordinance Copy	\$20
Erosion and Sedimentation Control	Administered by Pitt County Planning
Flood Prevention	Administered by Pitt County Planning
Minimum Housing Requirements	\$10
Thoroughfare Plan	Administered by Greenville MPO
Code of Ordinances Copy	\$30
Town Maps (8.5" x 11" Black and White)	\$2
Town Maps (11" x 17" Black and White)	\$5
Zoning, ETJ, and Land Use Maps:	
24" x 36" Color	\$25
36" x 42" Color	\$40
Driveway Permit Fe	\$55 (Town Maintained Streets Only)
Rezoning Request	\$600
Future Land Use Map Amendment	\$550 + \$50 acre
Zoning Ordinance Text Amendment	\$200
Board of Adjustment Hearings	\$385 Variance Zoning Administrator Appeal Ordinance Interpretation
Conditional Use Permits	\$450
Voluntary Annexation Petition	\$500
Preliminary Plat Review (Subdivisions)	\$300 plus \$50 per acre or fraction thereof not to exceed \$1,000
Preliminary Plat Review (Minor Revisions)	\$150
Construction Drawing Review	\$250
Final Plat Review (Subdivisions)	\$250 plus \$50 per acre or fraction thereof not to exceed \$800
Final Plat Review (Minor Revisions)	\$50
Site Plan Review	\$500 plus \$50 per acre of fraction thereof not to exceed \$800
Site Plan Review (Minor Revisions)	\$50 (Minor Revisions must be requested in writing by owner/applicant)
Landscape Plan Review	\$ 110 + \$25 per acre (Submitted with Original Site Plan)
Landscape Plan Review (Minor Revisions)	\$60 (Minor Revisions must be requested in writing by owner/applicant)
Erosion and Sedimentation Control Plan	Administered by Pitt County Planning Department
Stormwater Permit	Major Subdivisions \$400/ Other \$250
Inspection Permit	Administered by Pitt County Planning, Inspections

AYDEN FACILITY RENTALS

Location	Refundable Deposit	Utility Customers	Non-Utility Customers	Civic/Non-Profits Only
Second Street Community Building	\$100	\$300/per use	\$400/per use	\$750/annually for once-a-month usage; \$1,250/annually for once-a-week usage
Old Town Hall	\$100	\$200/per use	\$300/per use	\$750/annually for once-a-month usage; \$1,250/annually for once-a-week usage
West Avenue Stage	\$250	\$250/per use	\$350/per use	

Arts and Recreation Center Campus and Park Shelters

Location	Organizational Type	Refundable Deposit	Utility Customers	Non-Utility Customers
Doug Mitchell Auditorium	Non-Profit Per use	\$150	\$400	\$600
	For – Profit Per Use	\$150	\$800	\$1,200
Classrooms (4 Hour Maximum)			\$100	\$150
Park Shelters *	Duration	Refundable Deposit	Utility Customers	Non-Utility Customers
Veteran's Park Shelter(small)	Half Day (4 hours)	\$50	\$40	\$65
	Full Day (8 hours)	\$50	\$60	\$85
Veteran's Park Shelter(large)	Half Day (4 hours)	\$50	\$60	\$85
	Full Day (8 hours)	\$50	\$90	\$120
J.J. Brown Park Shelter	Half Day (4 hours)	\$50	\$35	\$60
	Full Day (8 hours)		\$50	\$75
District Park Shelter (small)	Half Day (4 hours)	\$50	\$60	\$85
	Full Day (8 hours)		\$90	\$120
District Park Shelter (large)	Half Day (4 hours)	\$50	\$80	\$105
	Full Day (8 hours)		\$110	\$135

**Reservations are required*

Off-Duty Staff

\$50.00/hour per staff member

The rental fee, including any off-duty staff fees, guarantees reservation and must be paid at least three (3) days in advance of requested reservation unless specified otherwise in the rental use agreement.

SECTION 9: LEVY OF TAXES

There is hereby levied, for the fiscal year 2025-2026, a 2025 tax rate of \$0.54 per one hundred dollars (\$100) valuation of taxable property as listed for taxes as of January 1, 2025, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and to finance the foregoing applicable appropriations. This rate of tax is based on an estimated real and personal property valuation of \$491,617,467.

SECTION 10: SPECIAL AUTHORIZATIONS – BUDGET OFFICER

- A. The Budget Officer shall be authorized to reallocate appropriations within departments, and among the various line accounts not organized by departments, as the officer deems necessary.
- B. The Budget Officer shall be authorized to execute interdepartmental transfers, within the same fund, not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. Notification of all such transfers shall be made to the Town Board at its next meeting following the date of the transfer.
- C. Inter-Fund Transfers, established in the budget Ordinance, may be accomplished without additional approval from the Town Board

SECTION 11: RESTRICTIONS – BUDGET OFFICER

- A. Inter-fund and interdepartmental transfer of monies, except as noted in Section 10, shall be accomplished by Town Board authorizations only.
- B. Utilization of appropriations contained in contingencies may be accomplished only with specific approval of the Town Board.

SECTION 12: RE- APPROPRIATION OF FUNDS ENCUMBERED IN FISCAL YEAR 2025

Fiscal year 2024-2025 expenditures encumbered on the financial records as of June 30, 2025 are hereby re-appropriated Fiscal Year 2025-2026.

SECTION 13: UTILIZATION OF BUDGET ORDINANCE

This ordinance shall be the basis of the financial plan for the Town of Ayden municipal government during the 2025-2026 fiscal year. The budget officer shall administer the budget and this officer shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget.

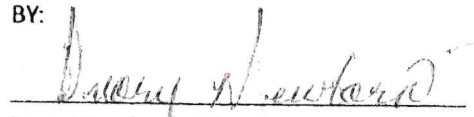
The finance and purchasing departments shall establish and maintain all records, which are in accordance with this Budget Ordinance, and the appropriate statutes of the State of North Carolina.

SECTION 14: EFFECTIVE DATE OF SALARY CHANGES

Any salary changes for Town employees shall begin the first full payroll in the new fiscal year which will begin July 1st, 2025.

Adopted this day 23rd day of June, in Ayden, North Carolina.

BY:


Ivory Mewborn, Mayor

(Town Seal)

ATTEST:


Jeremy Crawford, Town Clerk





**TOWN OF AYDEN
GOVERNING BOARD MEETING
MINUTES**

August 11, 2025 - 6:30 PM

District Courtroom – 2nd Floor of Town Hall – 4144 West Avenue

I. CALL TO ORDER

A. Call to order

Mayor Ivory Mewborn called the meeting to order.

B. Roll Call

Town Clerk Jeremy Crawford called the roll.

Present:

Mayor Ivory Mewborn, Mayor Pro-tem Raymond Langley, Commissioner Cynthia Goff, Commissioner Johnny Davis, Commissioner Sarah Connor, Commissioner Brian Newell

Excused:

None

Absent:

None

Also Present:

Scott Howard - Town Manager

Stephen Smith - Assistant Town Manager

Jeremy Crawford - Town Clerk

Timothy Carraway - Town Attorney

C. Welcome Visitors/Protocol for Public Comment

Mayor Mewborn welcomed all guests, staff, and other Board members.

D. Invocation

Bishop Glen Williams provided the invocation.

Mayor Mewborn asked for a moment of silence in remembrance of Mr. Cherry Stokes, and gave a prayer that Fire Chief Jason "Fig" Worley would recover quickly.

E. Pledge of Allegiance

Mayor Pro-tem Langley led the room in reciting the pledge of allegiance.

F. Approval of the Agenda

Mayor Mewborn asked the Board if they had any questions regarding the agenda.

Motion to allow Mrs. Cora Warren to address the Board directly after the public comment period.

Motion: Mayor Pro-tem Langley

Second: Commissioner Newell

Discussion: None

Approved: 5-0

Motion passed unanimously.

Motion to approve the agenda, as revised.

Motion: Mayor Pro-tem Langley

Second: Commissioner Connor

Discussion: None

Approved: 5-0

Motion passed unanimously.

II. PUBLIC COMMENTS

A. Review of Past Public Comment Period Comments

Scott Howard, Page 3

Mayor Mewborn open the meeting for public comments, and he reminded the attendees of the requirements. Mayor Mewborn called forward the following people.

James Andrews of 4324-A Magellan Ct: Mr. Andrews shared his position on a few issues near his property.

Eric Walls of 3941 Winchester Drive: Mr. Walls shared his position on Action Item, VI.C., Zoning Text Amendment - Major Site Plan & Major Subdivision Approval Process.

Billy Merrill of 465 Holly St: Mr. Merrill shared his position on Action Item, VI.C., Zoning Text Amendment - Major Site Plan & Major Subdivision Approval Process.

Cora Warren of 364 B Arbors Park: Mrs. Warren shared her position regarding her recent move from one apartment unit to another, and the costs she incurred when notifying the town of the move.

Sarah Coltrain of 524 Third St: Mrs. Coltrain shared her position on Action Item, VI.C., Zoning Text Amendment - Major Site Plan & Major Subdivision Approval Process. She also spoke about recent activities involving the Main Street program since June 2025.

Peter Osgood of 943 Allen Park Ln: Mr. Osgood shared his position on trash pickup and yard waste removal. Additionally, Mr. Osgood spoke about his billing and sewer costs.

Mayor Mewborn asked the audience if anyone else would like to address the Board. Mrs. Stephanie McLawhorn (of 5785 WW Gaskins Rd) spoke and asked the Board if they received her recent email. Mayor Mewborn acknowledged the Board had received the email. The contents of Mrs. McLawhorn's email was not discussed, read, or displayed during the meeting, and the content has not been incorporated into these minutes since the Board took no action on her email.

Town Manager Scott Howard shared a follow-up regarding past public comment period speakers.

Mayor Mewborn asked if there were any questions, and hearing none, closed the public comment period.

III. PRESENTATIONS

Mayor Mewborn asked if there were any presentations for this meeting, and Town Clerk Crawford confirmed there were no presentations to be conducted.

IV. PUBLIC HEARING

A. Zoning Map Amendment - Kenneth Smith

Stephen Smith, Page 4

Assistant Town Manager Stephen Smith presented the topic.

Item Explanation

Amendment: The applicant is requesting a zoning map amendment to change the zoning from RA-20 (Residential/Agricultural) to B-2 (Highway Business District) for approximately 1.64 acres of property located at 4012 Emma Cannon Road. This request consists entirely of parcel #21270 (see attached map).

Zoning District: RA-20 (Residential/Agricultural) – The RA-20 District is established with the purposes of agriculture and low-density residential development on lots with a minimum size of 20,000 square feet, and further to provide for certain other permitted and special uses as set forth in *Article 4 – Individual Use Standards*. This district is intended to ensure that residential development not having access to a public water system and dependent on septic systems for sewage disposal will occur at a low-density to provide a healthful environment.

Zoning District: B-2 (Highway Business District) – The B-2 district is designated to accommodate highway-oriented retail, commercial service uses and in some cases light manufacturing.

Future Land Use Designation: Low Density Residential – These areas are comprised of single-family homes with densities ranging from 1 to 3 dwelling units an acre. New development without access to sewer should be at lower densities, actual lot size will vary based on quality soils.

Pitt County Zoning District: GC (General Commercial) - The General Commercial District is intended to accommodate a range of retail, service, office, limited wholesale, and moderate density multifamily residential uses in areas that have access to major thoroughfares and the necessary utilities to support such development.

ADDITIONAL INFORMATION:

The subject property is located in the Town's extra-territorial jurisdiction and is surrounded by RA-20 zoning to the west, south and southeast. To the northeast, a portion of Parcel# 7184 is zoned Pitt County GC-General Commercial (see attached maps). Commercial use of the property predates zoning as RA-20 and the adoption of zoning regulations by the Town of Ayden. Three buildings are located on the property with 1570 NC-102 E and 1588 NC-102 being commercial in nature and 1578 NC-102 E being a manufactured home. RA-20 zoning makes commercial use of this property nonconforming. Existing commercial uses (Eastern Mechanical Group and Jones & Smith) are grandfathered in; any application for a change of commercial use would require an appeal to the Board of Adjustment.

Staff Comments

Recommendations: Staff recommends approval of the rezoning from RA-20 (Residential/Agricultural) to B-2 (Highway Business District). While this rezoning request is not consistent with the Town of Ayden Land Use Plan, which Designates this property as Low-Density Residential, staff finds that it is reasonable and in the public interest. Two buildings on the property are designed for commercial use. The property is located off of a highway, as is recommended for Highway Commercial uses. Lack of sewer service reduces the likelihood of large-scale commercial development at this intersection. Additionally, the property is in close proximity to commercially zoned property, Pitt County GC (General Commercial).

At their May meeting, the Planning Board voted unanimously to recommend approval of the rezoning request, finding it reasonable and in the public interest and agreed with the above staff findings.

Action Requested

Hold a Public Hearing

By motion, approve or deny the enclosed Zoning Map Amendment Ordinance No. 24-25-11. As a part of the motion, one of the following consistency statements must be read per state statute:

Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that, while the request is inconsistent with the aforementioned plan, that the request is reasonable and in the public interest and I move to approve Zoning Map Amendment Ordinance No. 24-25-11.

- OR -

Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that the request is inconsistent with the aforementioned plan, there is a more appropriate zoning classification and, therefore, denial is reasonable and in the public interest. I move to deny Zoning Map Amendment Ordinance No. 24-25-11.

Assistant Manager Smith spoke from his prepared notes, and responded to questions from the Board.

Mayor Mewborn opened the public hearing. Mr. Kenneth Smith introduced himself and offered to address any questions, and hearing none, Mayor Mewborn thanked Mrs. Kenneth Smith for coming. Hearing no other requests to speak, Mayor Mewborn closed the public hearing.

Mayor Mewborn read both consistency statements, and asked the Board if they had any questions or if there was a motion for consideration.

Motion to approve Zoning Map Amendment Ordinance NO. 25-26-02, and to incorporate the text of the "approval" consistency statement into the minutes.

"Based on the information provided at the public hearing and in the staff report, and the policies of the Town Comprehensive Plan, the Board finds that, while the request is inconsistent with the aforementioned plan, that the request is reasonable and in the public interest, and we move to approve Zoning Map Amendment Ordinance No. 24-25-11."

Motion: Commissioner Newell

Second: Mayor Pro-tem Langley

Discussion: None

Approved: 5-0

Motion passed unanimously.

- B. CDBG-Infrastructure Program Amendment No. 1 for Sewer Pump Station No. 1
Sanitary Sewer Improvements Project

Rich Moore, Page 19

Mr. Rich Moore, of McDavid Associates, presented the topic.

Item Explanation

The Division of Water Infrastructure original funding offer to the Town was \$1,600,000. After receipt of construction bids, expenses exceeded available funds such that the Town requested supplemental grant funding of \$270,000 to allow for the complete original project scope construction to be awarded.

For supplemental funding, a defined scope has been identified as replacement of approximately 2,170 feet of gravity sewer collection line and 9 +/- manholes along Club Drive and Iola Drive. A public hearing is required to receive input on the intent to submit a Program Amendment for the original project to remove all gravity sewer collection line and manhole replacement from the original \$1,600,000 project (which will be constructed with the \$270,000 of supplemental grant funding). The Program Amendment is an administrative process to allow for the complete project to move forward. In support of a recommendation of award, the following exhibits are provided for Board review and consideration:

- Notice of Public Hearing as advertised in The Standard
- Project Map

Staff Comments

Public Hearing is to disclose a Program Amendment request for the original \$1,600,000 grant (has a 22-I-4102 grant number) to reduce the scope for the gravity sewer collection line/manholes that will be removed from that grant. Supplemental grant for \$270,000 will have a different/unique grant number that picks up the gravity sewer collection line/manhole replacement activities (transferring the activity from one grant number to another, while allowing full scope to be built under a single construction contract). After public comment, Board is requested to

consider approving a Program Amendment submittal to the Division of Water Infrastructure for the 22-I-4102 project.

Action Requested

Conduct Public Hearing and approve the submittal of Program Amendment removing gravity sewer collection line/manhole replacement from the original \$1,600,000 grant and transferring it to the \$270,000 supplemental grant. Authorize Mayor Mewborn to approve the meeting minutes for this public hearing and sign the program amendment.

Mr. Moore spoke from his notes and responded to questions from the Board.

Mayor Mewborn opened a public hearing for the Town's 2022 CDBG-Infrastructure program that includes scoping to renovate the Town's existing sanitary sewer pump station No.1 (located at the end of Club Drive) and replace existing gravity collection piping/manholes along Club Drive and Iola Drive. It was stated that anytime the Town needs to amend a CDBG-I program, the Town must conduct a Public Hearing. This public hearing was properly advertised in The Standard newspaper.

The proposed amendment will delete sewer replacement activities on Club Drive and Iola Drive from the 2022 CDBG-I program. Those sewer replacement activities will be added into a supplemental grant award assigned a different CDBG-I project number. The Board discussed the amendment and there were no negative comments. It was stated that if the Town receives subsequent written comments, the Town staff will respond to comments within 10 calendar days.

The Board voted to authorize the Mayor to approve meeting minutes for the public hearing and sign the program amendment for staff to submit to the Division of Water Infrastructure.

Motion to authorize Mayor Mewborn to approve the meeting minutes for this public hearing, and to sign the program amendment.

Motion: Mayor Pro-tem Langley

Second: Commissioner Newell

Discussion: None

Approved: 5-0

Motion passed unanimously.

- C. CDBG-Infrastructure Supplemental Funding for Sewer Pump Station No. 1 Sanitary Sewer Improvements Project Rich Moore, Page 22

Mr. Rich Moore presented the topic.

Item Explanation

The Division of Water Infrastructure has offered a supplemental grant of \$270,000 to allow full award of construction to rehabilitate existing Town Sewer Pump Station No. 1 and replace sewer collection assets on Club Drive and Iola Drive.

For supplemental funding, a defined scope has been identified as replacement of approximately 2,170 feet of gravity sewer collection line and 9 +/- manholes along Club Drive and Iola Drive. A public hearing is required to receive input on the intent to accept \$270,000 supplemental grant funding. In support of a recommendation of award, the following exhibits are provided for Board review and consideration:

- Notice of Public Hearing as advertised in The Standard
- Project Map

Staff Comments

Public Hearing is to disclose proposed request for \$270,000 in supplemental grant funding and receive public comment. After public comment, Board is requested to consider accepting \$270,000 in supplemental CDBG-

Infrastructure funding from the Division of Water Infrastructure.

Action Requested

Conduct Public Hearing and approve request of \$270,000 in supplemental grant funding. Authorize Mayor Mewborn to approve the meeting minutes for this public hearing and sign the program amendment.

Mr. Moore spoke from his notes and responded to questions from the Board.

Mayor Mewborn opened a public hearing for the Town's proposed application to the Division of Water Infrastructure in the amount of \$270,000.00 to combine with existing obligated 2022 CDBG-I funding. Proposed 2019 CDBG-I funds are proposed to construct approximately 2,170 feet of 8" sewer collection lines and approximately 9 manholes along Club Drive and Iola Drive. 2022 CDBG-Infrastructure program that includes scoping to renovate the Town's existing sanitary sewer pump station No.1 (located at the end of Club Drive) and replace existing gravity collection piping/manholes along Club Drive and Iola Drive. The project will provide benefits to areas whose percentage of low-moderate income benefit is 89.97%. This public hearing was properly advertised in The Standard newspaper.

The Board voted to authorize the Mayor to approve meeting minutes for the public hearing and sign the program amendment for staff to submit to the Division of Water Infrastructure.

Motion to authorize Mayor Mewborn to approve the minutes for this public hearing, and to sign the program amendment.

Motion: Commissioner Goff

Second: Mayor Pro-tem Langley

Discussion: None

Approved: 5-0

Motion passed unanimously.

V. CONSENT AGENDA

Mayor Mewborn asked the Board if they had any questions regarding the consent agenda, and hearing none, asked if there was a motion for consideration.

Motion to approve the consent agenda, as written.

Motion: Mayor Pro-tem Langley

Second: Commissioner Davis

Discussion: Commissioner Connor asked if item V.B., Public Records Destruction Log dated 7.23.25, could be moved out of the consent agenda before it is approved, and the motion was withdrawn.

Town Clerk Crawford addressed questions from the Board regarding the contents of the Destruction Log, and he provided the rationale behind why the accounts payable and accounts receivable records were presented for Board review and approval. Mayor Mewborn stated he was concerned that destroying the records now might impact the Board's ability to investigate allegations of past misconduct by town personnel. Mayor Mewborn asked if the Board had any questions, and hearing none, asked if there was a motion for consideration.

Motion to remove item V.B., Public Records Destruction Log dated 7.23.25 from the consent agenda and hold on to the records.

Motion: Commissioner Newell

Second: Commissioner Davis

Discussion: None

Approved: 5-0

Motion passed unanimously.

Motion to keep the rest of the consent agenda and approve it, as revised.

Motion: Mayor Pro-tem Langley

Second: Commissioner Goff

Discussion: None

Approved: 5-0

Motion passed unanimously.

- | | |
|---|------------------|
| A. Meeting Minutes for 05/21/2025 Budget Workshop, 06/09/2025 Regular Meeting, and the 06/09/2025 Closed Session. | Page 25, Page 79 |
| B. Approval of 4th Quarter FY25 Budget Adjustments | Page 105 |
| C. 2026 Budget Amendment - 1 - Rolling FY25 Purchase Orders | Page 114 |
| D. 2025 Budget Amendment - 4 - FY24/25 | Page 116 |

VI. ACTION ITEMS

- | | |
|---|----------------------|
| A. American Rescue Plan Act Policies Approval | Rich Moore, Page 118 |
|---|----------------------|

Mr. Moore presented the topic.

Item Explanation

The American Rescue Plan Act allocated funds to support recovery from the impact of the Coronavirus pandemic. All municipal governments received a direct appropriation of funds. Additionally, North Carolina received an appropriation for the purposes of distributing to public infrastructure owners (grants awarded through the Division of Water Infrastructure). Ayden received both a direct appropriation and grant awards from the Division of Water Infrastructure. Federal legislation included requirements that all American Rescue Plan Act recipients agree to provisions. In compliance with the Federal legislation, the State of North Carolina is requiring all financial assistance recipients to approve policies related to American Rescue Plan Act funds. The following policies (based on templates generated by the State of North Carolina) are enclosed for Board review and consideration of approval:

- Record Retention Policy
- Cost Principle – Allowable Cost Policy
- Conflict of Interest Policy
- Internal Control Policy
- Nondiscrimination Policy

Staff Comments

Acceptance (and expenditure) of original direct appropriation funds through the American Rescue Plan Act included conditions of compliance with Federal legislation, which includes requirements outlined in the attached policies.

Action Requested

Approval of ARPA Policies.

Mr. Moore spoke from his notes, and responded to questions from the Board.

Motion to approve the ARPA policies as presented by Mr. Rich Moore.

Motion: Commissioner Newell

Second: Commissioner Connor

Discussion: None

Approved: 5-0

Motion passed unanimously.

Assistant Manager Smith presented the topic.

Item Explanation

For your consideration, the Town has received a petition requesting a voluntary annexation submitted by A.T. Venters Properties, LLC. The request includes a total of 24.76 acres consisting of a portion of Parcel #91624, located within the East Ridge Subdivision, south of Queensland Road.

Staff Comments

This request for voluntary annexation of a contiguous property must be reviewed in accordance with N.C.G.S. 160A-31. As such, the following steps are required:

- The Board of Commissioners adopts a Resolution Directing the Town Clerk to Investigate the Sufficiency of the Petition - May 12, 2025
- The Town Clerk provides the Board of Commissioners with the Certificate of Sufficiency - June 09, 2025
- **The Board of Commissioners adopts a Resolution Setting a Public Hearing - August 11, 2025**
- The Board of Commissioners considers Annexation Ordinance - September 08, 2025

Action Requested

Adopt Resolution setting a Public Hearing on the annexation request for the September 8, 2025, Town Board Meeting.

Assistant Manager Smith spoke from his notes, and responded to questions from the Board.

Motion to approve Resolution 25-26-01, setting a public hearing for Sep 8, 2025, for the East Ridge Sec 2 Phase 4 annexation matter.

Motion: Commissioner Goff

Second: Commissioner Connor

Discussion: Assistant Manager Smith responded to questions from Commissioner Connor.

Approved: 5-0

Motion passed unanimously.

Resolution 25-26-01 shown as Attachment A.

Assistant Manager Smith presented the topic.

Item Explanation

The Town of Ayden Planning Board has requested reversal of text amendments passed 4/12/21 which removed the quasi-judicial process for major subdivisions and site plans, and moved approval to an administrative process. The requested text amendment is as follows:

1. Reverse amendments to UDO Article 2, entitled "Administration"
2. Reverse amendments to UDO Article 8, entitled "Development Processes"

The proposed text amendments are as shown in Ordinance 25-25-12 (attached).

Staff Comments

North Carolina General Statute 160D-803 dictates the processes by which local governments may review and process subdivision plats. The statute is as follows:

§ 160D-803. Review process, filing, and recording of subdivision plats.

(a) Any subdivision regulation adopted pursuant to this Article shall contain provisions setting forth the procedures and standards to be followed in granting or denying approval of a subdivision plat prior to its registration.

(b) A subdivision regulation shall provide that the following agencies be given an opportunity to make recommendations concerning an individual subdivision plat before the plat is approved:

(1) The district highway engineer as to proposed State streets, State highways, and related drainage systems.

(2) The county health director or local public utility, as appropriate, as to proposed water or sewerage systems.

(3) Any other agency or official designated by the governing board.

(c) The subdivision regulation may provide that final decisions on preliminary plats and final plats are to be made by any of the following:

(1) The governing board.

(2) The governing board on recommendation of a designated body.

(3) A designated planning board, technical review committee of local government staff members, or other designated body or staff person.

If the final decision on a subdivision plat is administrative, the decision may be assigned to a staff person or committee comprised entirely of staff persons, and notice of the decision shall be as provided by G.S. 160D-403(b). If the final decision on a subdivision plat is quasi-judicial, the decision shall be assigned to the governing board, the planning board, the board of adjustment, or other board appointed pursuant to this Chapter, and the procedures set forth in G.S. 160D-406 shall apply.

NCGS 160D-301 (d)(7), regulates the powers and duties of the Planning Board, and permits the Planning Board "To provide a preliminary forum for review of quasi-judicial decisions, provided that no part of the forum or recommendation may be used as a basis for the deciding board." Further, NCGS 160D-406, entitled Quasi-Judicial Procedures, states that "Every quasi-judicial decision shall be based upon competent, material, and substantial evidence in the record. Each quasi-judicial decision shall be reduced to writing, reflect the board's determination of contested facts and their application to the applicable standards, and be approved by the board and signed by the chair or other duly authorized member of the board."

Per NCGS 160D-405, appeals to administrative decisions shall be made to the Board of Adjustment. NCGS 160D-406 requires that appeals to quasi-judicial decisions shall be subject to review by the superior court.

At their May meeting, the Planning Board voted unanimously to approve the text amendment.

Action Requested

Conduct a public hearing.

Consider approval or denial of the proposed zoning text amendment.

Assistant Manager Smith spoke from his notes, and responded to questions from Mayor Pro-tem Langley.

Motion to approve the proposed zoning text amendment, as written.

Motion: Mayor Pro-tem Langley

Second: Commissioner Newell

Discussion: None

Approved: 5-0

Motion passed unanimously.

D. Neuse River Regional Hazard Mitigation Plan Update - Adoption

Stephen Smith, Page 189

Assistant Manager Smith presented the topic.

Item Explanation

The attached Resolution of Adoption relates to the Neuse River Regional Hazard Mitigation Plan. The Neuse River Plan involves Greene, Jones, Lenoir, Pitt and Wayne Counties, as well as all incorporated municipalities throughout the Region. The planning process was initiated early last year (2024), and will be completed following adoption by the Board of Commissioners, followed by formal certification of the plan for the next five-year cycle.

Staff Comments

Development of the draft document involved a series of four Hazard Mitigation Planning Committee meetings, as well as two public input meetings. Each jurisdiction was represented by Staff, as well as two Citizen Stakeholders (CRS communities only). Attached are the draft strategies relating to Pitt County and the Town of Ayden, as well as the proposed Resolution of Adoption. A full copy of the draft plan, as well as materials associated with the planning process can be viewed through the following web link: www.neuseriverhmp.com.

Action Requested

Approve the attached Resolution of Adoption.

Assistant Manager Smith spoke from his notes, and responded to questions from the Board.

Motion to approve Resolution 25-26-02, as written.

Motion: Commissioner Newell

Second: Commissioner Goff

Discussion: None

Approved: 5-0

Motion passed unanimously.

Resolution 25-26-02 shown as Attachment B.

E. City Limits Planning Board Appointment

Stephen Smith, Page 199

Assistant Manager Smith presented the topic.

Item Explanation

The Planning Board has a current vacancy for a city limits, alternate, non-voting Planning Board member position. Three applications have been received for that vacancy.

Staff Comments

Action Requested

Review the attached applications, and if an applicant is approved, appoint that applicant to the city limits, non-voting, alternate Planning Board member position.

Assistant Manager Smith spoke from his notes, and responded to questions from the Board.

Motion to appoint Mrs. Doris Connor to the Planning Board vacancy, as written.

Motion: Commissioner Davis

Second: Commissioner Connor

Discussion: None

Approved: 5-0

Motion passed unanimously.

F. Action on Pursuing Sale of Real Property

Scott Howard, Mallory
Denham, Page 202

Town Manager Scott Howard presented the topic.

Item Explanation

Staff asks for vote on selling some of town's unused real property

Staff Comments

The staff is seeking to increase the General Fund Balance, and reduce the town's liability,

Action Requested

Staff requests that a motion be made, such as "I make a motion to sell x lots using the Advertisement for Sealed Bid Method" and approved.

Town Manager Howard spoke from his notes, and responded to questions from the Board.

Motion to identify the subject properties as surplus properties, and to conduct the sealed bid process to sell all three properties.

Motion: Commissioner Connor

Second: Commissioner Goff

Discussion: Town Manager Howard responded to questions from Commissioner Connor.

Approved: 5-0

Motion passed unanimously.

G. Customer Service Guidelines - Deposit Waiver During Relocation

Mayor Ivory Mewborn,
Page 233

Mayor Mewborn presented his position on the topic.

Item Explanation

This item is being added at the request of Mayor Mewborn.

Recently, an Ayden resident moved from one apartment unit to another unit within the same apartment complex. The resident received their deposit after closing out the account for the original location, and was required, by policy, to pay a new deposit for the new location. The resident requested the deposit be waived since they moved within the same complex. The current version of the Customer Service Guidelines, and the version in place at the time of the resident's relocation, does not allow for the waiving of deposits for anyone relocating within the town of Ayden.

As additional context, the resident's poor credit history meant that they were required to post a deposit when they initially moved into the original property. In the 12 months leading up to their recent relocation, the resident had a poor payment history with the Town of Ayden, and they were required to post a deposit for the new account.

Staff Comments

The Town of Ayden incurs extensive costs and delays when trying to recover abandoned or unpaid bills.

Historically, the Town has not waived the utility deposit for residents or businesses moving within Ayden.

Action Requested

Staff recommend no change to the current Customer Service Guidelines.

Mayor Pro-tem Langley shared his concerns with the current policy's content, and he reiterated the changes that were made and approved by the Board in spring 2025. Mayor Pro-tem Langley also stated his understanding of the policy's language related to the deposit topic. Manager Howard and Mayor Mewborn both shared their understanding of Mrs. Cora Warren's situation.

Commissioner Davis shared his understanding of Mrs. Warren's situation. Mayor Mewborn stated he felt Mrs. Warren should be spared the expense, and that "were not talking about a healthy 35-year-old woman."

Mayor Pro-tem shared his understanding of Mrs. Warren's situation, and stated that the Board may need to change the policy if they see something they do not think works any longer.

Town Attorney Carraway cautioned the Board about having open session discussions related to a utility customer's enterprise billing information.

Mayor Mewborn asked the Board if they had any questions, and hearing none, asked if there was a motion for consideration.

Motion to review the customer service guidelines for possible revision during the next board meeting.

Motion: Mayor Pro-tem Langley

Second: Commissioner Newell

Discussion: None

Approved: 5-0

Motion passed unanimously.

VII. ITEMS FOR DISCUSSION

VIII. INFORMATION

A. Staff Departmental Reports

Page 234

Mayor Mewborn asked the Board if they had any questions or comments regarding the Departmental Reports.

Commissioner Goff commended the Library staff on the success of their recent events.

Arts & Recreation Director Tommy Duncan shared that Mr. Cherry Stokes was a great man, and he will be missed.

IX. BOARD MEMBER COMMENTS

Commissioner Goff thanked everyone for their comments and input, and she commended the Collard Pageant staff for putting on a great event.

Commissioner Davis thanked everyone for coming out.

Commissioner Newell thanked everyone for coming out, and he thanked the staff for the work they had been doing. He also urged caution as it relates to the coming storm.

Commissioner Connor asked everyone to keep the Stokes family in their prayers, and she shared some information related to the CDBG information session that will occur on 14 Aug 2025 at the Community Building.

Mayor Pro-tem Langley thanked everyone for coming out tonight, and he appreciated the input from the community.

Mayor Mewborn said he was proud of the hard work everyone put into the Collard Festival Pageant. Mayor Mewborn reminded everyone that working together works, and the Board is working to rectify the known problems. He also shared his respect and admiration for all the things Cherry Stokes did for the Ayden community.

X. CLOSED SESSION

Motion to enter into closed session for the stated exemptions.

Motion: Commissioner Goff

Second: Commissioner Davis

Discussion: None

Approved: 5-0

Motion passed unanimously.

- A. Pursuant to G.S. 143-318.11. (a) (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment.

Mallory Denham, Page
260

Motion to return to open session.

Motion: Commissioner Connor

Second: Commissioner Goff

Discussion: None

Approved: 5-0

Motion passed unanimously.

Motion to direct Economic Development Director Mallory Denham to move forward with renewing the options for the rail park, and looking for grant money to improve the electricity to the rail park.

Motion: Mayor Pro-tem Langley

Second: Commissioner Connor

Discussion: None

Approved: 5-0

Motion passed unanimously.

Motion to return to closed session pursuant to G.S. 143-318.11(a)(6).

Motion: Commissioner Connor

Second: Mayor Pro-tem Langley

Discussion: None

Approved: 5-0

Motion passed unanimously.

- B. Pursuant to G.S. 143-318.11. (a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Page 261

Motion to return to open session.

Motion: Mayor Pro-tem Langley

Second: Commissioner Goff

Discussion: None

Approved: 5-0

Motion passed unanimously.

XI. ADJOURNMENT

Motion to adjourn the meeting.

Motion: Mayor Pro-tem Langley

Second: Commissioner Connor

Discussion: None

Approved: 5-0

Motion passed unanimously.

CERTIFICATION

Minutes from the 8/11/2025 Governing Board regular meeting were adopted and certified on the 8th day of September 2025, in Ayden, North Carolina.

AYDEN, NORTH CAROLINA

Ivory Mewborn, Mayor

Jeremy Crawford, Town Clerk

RESOLUTION NO. 25-26-01
RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION
OF ANNEXATION PURSUANT TO G.S. 160A-31

WHEREAS, a petition filed by East Ridge Development Corporation requesting annexation of the non-contiguous area described herein has been received; and

WHEREAS, the Ayden Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED BY THE Ayden Board of Commissioners of the Town of Ayden, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Ayden District Courtroom at 6:30 PM on September 8th, 2025.

Section 2. The area proposed for annexation is described as follows:

Being a tract of land lying and being situated in Ayden Township, Pitt County, N.C., bounded on the north by East Ridge Subdivision Section 2, Phases 1, 2 and 3, on the south and west by Colonial Acre Farms, LLC, and on the east by East Ridge Subdivision, Phase 1 and being described by metes and bounds as follows:

Beginning at a point located on the southeastern corner of Lot 12, East Ridge Subdivision Section 2, Phase 1, property recorded Map Book 91 Page 27 and the western line of Lot 3, East Ridge Subdivision, Phase 1, recorded in Map Book 83 Page 70 of the Pitt County Registry, thence from the **POINT OF BEGINNING** with the western line of the aforementioned East Ridge Subdivision, Phase 1 S 48°03'17" W 175.04 feet to a point, said point being the common corner of Lot 2 and Lot 3 East Ridge Subdivision, Phase 1 and being marked by an existing (#5) iron rod; thence continuing with said western line of East Ridge Subdivision, Phase 1 S 57°07'18" W 319.23 feet to a point located on the northern line of the Colonial Acre Farms, LLC property recorded in Deed Book 2916 Page 779 of the Pitt County Registry; thence with said northern line of Colonial Acre Farms, LLC N 80°29'22" W 2105.22 feet to a point; thence N 09°54'57" W 450.59 feet to a point located on the southern line of Lot 109, East Ridge Subdivision Section 2, Phase 3, recorded in Map Book 93 Page 38, Pitt County Registry, said point being marked by an existing nail at the base of a disturbed 1" outside diameter existing iron pipe; thence with the southern line of East Ridge Subdivision Section 2, Phase 3 N 87°26'28" E 274.05 feet to a point located on the southern line of Lot 105 of the above mentioned East Ridge Subdivision Section

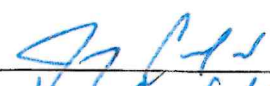
2, Phase 3; thence S 67°50'04" E 125.64 feet to a point located on the southern line of Lot 103 of the above mentioned East Ridge Subdivision Section 2 Phase 3; thence S 80°32'26" E 242.03 feet to a point located on the western right of way of Expedition Lane, said point being the southeastern corner of Lot 100 of said East Ridge Subdivision Section 2, Phase 3; thence with said western right of way of Expedition Lane S 09°27'34" W 80.00 feet to a point at the terminus of expedition of Expedition Lane; thence cornering with the terminus of Expedition Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Expedition Lane; thence continuing with said eastern right of way N 09°27'34" E 86.45 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 2, recorded in Map Book 92 Page 181, Pitt County Registry, said point being the southwestern corner of Lot 38; thence continuing with said southern line of East Ridge Subdivision Section 2, Phase 2 S 82°29'03" E 438.22 feet to a point located on the southern line of Lot 32; thence S 77°00'26" E 567.11 feet to a point located on the western right of way of Navigator Lane, said point being the southeastern corner of Lot 25 of said East Ridge Subdivision Section 2, Phase 2; thence continuing with said western right of way of Navigator Lane S 09°27'34" W 72.07 feet to a point at the terminus of Navigator Lane; thence cornering with the terminus of Navigator Lane S 80°32'26" E 60.00 feet to a point located on the eastern terminus right of way of Navigator Lane; thence continuing with said eastern right of way of Navigator Lane N 09°27'34" E 71.21 feet to a point located on the southern line of East Ridge Subdivision Section 2, Phase 1, recorded Map Book 91 Page 27, Pitt County Registry, said point being the southwestern corner of Lot 24; thence with said southern line of the aforementioned East Ridge Subdivision Section 2, Phase 1 S 80°32'26" E 730.34 feet to a point, said point being the common corner of Lot 13 and Lot 14; thence continuing S 41°57'41" E 144.42 feet to the **POINT OF BEGINNING**, containing an area of 24.762 acres (1,078,632.7 square feet) more or less and being a portion of the A.T. Venters Properties, LLC property recorded in Deed Book 2132 Page 195 and Map Book 28 Page 140, Pitt County Registry, identified as Pitt County Parcel Number 91624 to be annexed into the Town of Ayden, and further shown on a map by Rivers and Associates, Inc. drawing Z-2743 dated May 1, 2025, entitled Town of Ayden Annexation Map for Property of East Ridge Subdivision Section 2, Phase 4, last revised May 16, 2025, which by reference is made a part hereof.

Section 3. Notice of the public hearing shall be published in Daily Reflector, a newspaper having general circulation in the Town of Ayden, at least ten (10) days prior to the date of the public hearing.

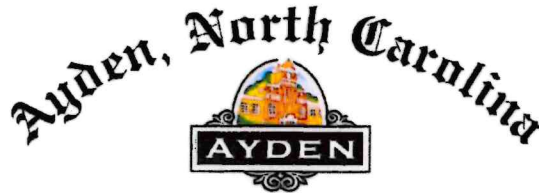
(SEAL)



ATTEST:


Jeremy Crawford, Town Clerk


Ivory Mewborn, Mayor



**RESOLUTION 25-26-02 ADOPTING THE
NEUSE RIVER BASIN REGIONAL HAZARD MITIGATION PLAN
TOWN OF AYDEN
August 11, 2025**

WHEREAS, the citizens and property within the Town of Ayden are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the region are particularly vulnerable to dam failure, drought, earthquake, excessive heat, flooding, hurricane and coastal hazards, thunderstorm, tornado, winter weather, and wildfire; and

WHEREAS, the Town of Ayden desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Article 5, Section 160D-501 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and.

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS, the Town of Ayden has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the Board of Commissioners of the Town of Ayden to fulfill this obligation in order that the Town of Ayden will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the County;

NOW, THEREFORE, be it resolved that the Board of Commissioners of the Town of Ayden hereby:

1. Adopts the Neuse River Regional Hazard Mitigation Plan.
2. Vests the Town Manager with the responsibility, authority, and the means to:

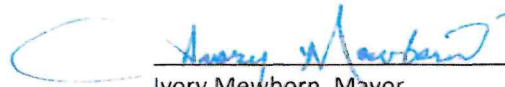
- (a) Inform all concerned parties of this action.
- (b) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map and identify floodplain areas, and cooperate with neighboring communities with respect to management of adjoining floodplain areas in order to prevent exacerbation of existing hazard impacts.

3. Appoints the Town Manager to assure that the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Town of Ayden Board of Commissioners for consideration.

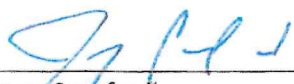
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this 11th day of August, 2025 in Ayden, North Carolina




Ivory Mewborn, Mayor
Town of Ayden

ATTEST:


Jeremy Crawford
Town Clerk



Town of Ayden North Carolina

Governing Board of Ayden
Meeting Date: September 8, 2025
Meeting Time: 6:30 PM

Agenda Item

Review/Appoint Jerry Cox - Planning Board Reappointment Application

Item Explanation

Jerry Cox was re-appointed to the Town of Ayden Planning Board on 10/17/2022, and his term is about to expire. Currently, Mr. Cox is serving his second active term.

Staff Comments

No other re-appointments have been received.

Action Requested

Review/approve the re-appointment of Mr. Jerry Cox to the Town of Ayden Planning Board.



Application for Town of Ayden Boards and Commissions

Please check the box next to the Board(s) you would like to serve on:

Planning Board ☒

Library Board ☐

Arts & Recreation Board ☐

Applicant Name: Jerry W. Cox Date: AUG 4, 2025

*Gender: M

I am a resident of Ward 1: ☐ Ward 2: ☐ Ward 3: ☐ Ward 4: ☐ Ward 5: ☒ ETJ

Town of Ayden residency is required for appointment to most boards and commissions.

Address: 4436 Pleasant Plain Rd. Ayden NC 28513
Street City/State/Zip

Phone No. 252-714-7067 Email Address: jerry.cox60@yahoo.com

How long have you been a resident of the Town of Ayden? ETJ 22 years

Why are you interested in serving on this board? need to be reappointed to the Planning Board

Describe the experiences or qualifications you have that would be helpful to you and the Town in serving in this capacity I currently serve on the Planning Bd. now and ~~will~~ to be reappointed.
wish

☒ By checking this box, I understand that a background check may be done on me.

Jerry W. Cox AUG 4, 2025
Applicant's Signature Date

☐ If I am not chosen for this board, I consent to submitting my information for consideration to other Town boards and/or committees.

For Office Use Only:

Application received on: _____

Return applications to Sarah Radcliff, Town Clerk, at 4144 West Avenue, Ayden, NC or mail to PO Box 219, Ayden, NC 28513. You may also email a copy of the application to hradcliff@ayden.com.



Town of Ayden North Carolina

Governing Board of Ayden
Meeting Date: September 8, 2025
Meeting Time: 6:30 PM

Agenda Item

Staff Departmental Reports

Item Explanation

Staff Comments

Action Requested

MEMORANDUM

TO: Stephen Smith, Interim Town Manager

FROM: David Dempsey, Chief of Police

CC: Board of Commissioners

DATE: September 01, 2025

SUBJECT: POLICE DEPARTMENT MONTHLY REPORTS –

Date	Incident Type	Location	Suspect	Ward
08/01/2025	Communicating Threats	400 Hines Dr	Unknown	2
08/02/2025	Call for Service	325 Ormond St Apt A		5
08/04/2025	Trespass	4335 Legacy Park	Juvenile	5
08/04/2025	Domestic	4342 A Magellan Ct	Juvenile	5
08/05/2025	PWISD Cocaine			
08/05/2025	DWI	NC 11 & Littlefield	Juan De Arcia	5
08/05/2025	Damage to Property	3811 A Fairmont Village	Unknown	3
08/06/2025	Trespass	Food Lion	Scotty Maready	3
08/06/2025	Larceny	465 Third St	Edward Williams	1
08/07/2025	DWLR	Hardees PVA	Quanique Bridgers	4
08/08/2025	Trespass	Smoke Zone 2	Deandre Bryant	3
08/08/2025	Larceny	4338 D Liberty St	Breon Jackson	4
08/08/2025	Larceny	Smoke Zone 2	Unknown	3
08/08/2025	Robbery	JJ Brown Park	Unknown	5
08/09/2025	DWI	NC 11	Kavion Wilson	5
08/09/2025	Trespass	170 3 rd St	Steven Turner	4

Date	Incident Type	Location	Suspect	Ward
08/09/2025	Trespass	Smoke Zone 2	Juvenile	3
08/09/2025	Concealed Gun	NC 11	Jonathon Chapman	5
08/10/2025	DWI	NC 102	Jessie Edwards	1
08/10/2025	Affray	4468 Magellan Apt H	Juveniles	5
08/10/2025	Larceny	Speedway	Unknown	4
08/11/2025	Motor Vehicle Theft	3821 D Fairmont Village	Unknown	3
08/12/2025	Larceny	521 1 st St	Unknown	4
08/13/2025	Motor Vehicle Theft	629 D Cannon St	Roger Mayo	2
08/14/2025	DWI	2 nd & NE College	Michael Odom	2
08/15/2025	Drug Paraphernalia	Kash and Kerry	Denise Mitchell	1
08/17/2025	Assault	316 W Barwick St	Diamond Bruce	5
08/19/2025	Assault	4468 H Magellan Ct	Juvenile	5
08/20/2025	Animal Cruelty	1172 Queensland Ln	Jennifer June	1
08/21/2025	Breaking and entering	4377 Lee St	Devonte Whichard	1
08/24/2025	Larceny of Motor Vehicle	Kennedy Estates	Unknown	5
08/26/2025	DWI	NC 11	Edward Morgan	4

MEMORANDUM

TO: STEPHEN SMITH, INTERIM MANAGER

FROM: Thomas Duncan

CC: BOARD OF COMMISSIONERS

DATE: 9-8-25

SUBJECT: “Arts and Recreation” MONTHLY REPORT: SEPTEMBER

Meetings & Special Event

August 7, 2025 – Attend meeting with Winterville about youth football

August 21, 2025 – Senior trip to Smithfield for a day of shopping

August 21, 2025 – Set up a table and pass out flyers at the Housing Authority Back-to-School event

Sports and Programs

Summer Day Camp Week 4 = 27 campers

Summer Day Camp Week 5 = 31 campers

Summer Day Camp Week 6 = 37 campers

Art Camp 1 & 2 = 28 campers

Musical Theatre Camp=18campers

Currently registering for youth football and girls’ volleyball

MEMORANDUM

TO: STEPHEN SMITH, INTERIM TOWN MANAGER
FROM: OPERATIONS CENTER
CC: BOARD OF COMMISSIONERS
DATE: 9/1/2025
SUBJECT: PUBLIC WORKS AND UTILITIES MONTHLY REPORT

Electric Department

- Began installation of underground primary in Montevallo Phase II
- Moved area light pole at 5682 WW Gaskins Rd.
- Repaired underground burn out at 4000 Northeast College
- Trimmed trees at 1361 Mac Allen rd.
- Trimmed trees at 4817 Ayden Golf Club
- Replaced lift pole and installed new underground service at 4432 East Avenue
- Installed underground service at 5414 Marvin Taylor Rd.
- Installed underground service at 4174 Emma Cannon rd.
- Installed underground services at 1056,1059,1055,1051 Queensland Ln.
- Trimmed trees at 4885 Ayden Golf Club
- Trimmed tree at 659 Club Dr.
- Repaired street light at 4354 West Ave.
- Connected new service to shop at 4718 Marie Ln.
- Replaced service at 659 Club Dr.
- Repaired underground burn out at 5695 Weyerhaeuser Rd.
- Installed temp service at 824 Fairway Dr.
- Trimmed tree and repaired area light at 1721 NC 102
- Trimmed trees at 329 Garris Dr.
- Repaired light at 647 Hill Rd. Circle
- Repaired light at 3370 White Blossom
- Installed temp service at 4008 Regina Ln.
- Replaced area light at 5697 Weyerhaeuser rd.
- Replaced light at 644 Hill rd. Circle
- Repaired light at 3303 White Blossom
- Connected service at 4417 Fleming St.
- Repaired underground wire at 1129 Queensland Ln.
- Repaired street light at 4126 West College
- Repaired light at 330 Snow Hill rd.
- Installed temp service at 1033 Seven Iron dr.
- Repaired aera light at 724 2nd St.
- Trimmed trees and fixed light at 4289 Pitt St.
- Connected service at 4052 Pitt St.
- Trimmed trees and installed area light at 4197 Pitt St.

- Connected service at 5952 Hibernia Dr.
 - Installed permanent service at 1065 Queensland Ln.
 - Repaired area light at 449 Littlefield Rd.
 - Repaired area light at 724 2nd St.
-

Water/Sewer

Aug 1

- Jetted sewer main on Arrowhead Rd and HWY 102E
- Pulled pumps at lift station 9

Aug 4

- Work orders
- MRT'S and NRWASA samples
- Checked wells

Aug 5

- Picked up new zero turn mower
- Unloaded pump 2 for lift station 15 from Rocky Mount Electric Motor and loaded pump from lift station 7
- Checked all lift stations
- Pulled pumps at lift station 9 and 10
- Cleaned basket at lift station 10
- Replaced light bulbs in alarm at lift stations 13 and 18
- Cut grass at wells

Aug 6

- Installed pump 2 at lift station 15
- Cut grass at lift stations
- Weed eat hydrants

Aug 7

- Camera sewer main and dug up sewer lateral at 635 Club Dr
- Replaced lag float at lift station 15 and set floats.
- Work orders

Aug 8

- Assisted street department jetting storm drain intersection of Pitt St and McKinley St
- Cut grass
- Pulled pumps at lift station 9

Aug 11

- Measured 2 pools for sewer adjustment
- Check wells
- MRT'S and NRWASA samples
- Camera sewer main to Weyerhaeuser at lift station 12

Aug 12

- Checked all lift stations
- Pulled pumps at lift stations 9 and 10
- Cleaned basket at lift station 10

- Camera and Jetted sewer main at lift station 12
- Bush hogged at lift station 12

Aug 13

- Camera sewer main at lift station 12
- Cut the road and fixed water leak in front of 359 King St
- Pulled pumps at lift station 16
- Work orders
- Installed check valve at 3920 George Dr

Aug 14

- Replaced water meter at 303 Garriss St
- Replaced water meter at 206 Fourth St
- Replaced water meter at 5513 Bill Jones Rd
- Bush hogged ditch at South Edge outfall
- Washed and detailed dump truck
- Went into Greenville to have new 6" suction hose made
- Replaced chlorine injector at well 3

Aug 15

- Sampled all 3 wells
- Pulled pumps at lift station 9
- Assisted street department jetting storm drain at intersection of Sixth St and Montague

Aug 18

- Checked wells
- MRT'S and NRWASA samples
- Painted hydrants on West Ave
- Flushed hydrant on Pepperbush Ct

Aug 19

- Repaired 1" service line that Metronet bored into under driveway of 415 Silo Ct
- Painted hydrants on New St, East Barwick St, M.LK St, and in the Pines
- Took 2 TTHM/HAA5 samples
- Checked all lift stations
- Pulled pumps at lift stations 9 and 10
- Cleaned basket at lift station 10
- Replaced water meter at 4417 Fleming St
- Replaced water meter at 4379 Bristlecone Dr

Aug 20

- Located all of Grain Mill subdivision
- Took 3 bacti samples
- Pulled pump 2 at lift station 19 and fixed guide rails
- Fixed service water line at 425 East Barwick St
- Painted hydrants in the Pines.
- Diagnosed problem with Mission box at lift station 15
- Work orders
- Replaced water meter at 447 Third St
- Replaced water meter at 354 Thad Little Rd #B

Aug 21

- Took special bacti sample at 5030 Gum Swamp Rd
- Painted hydrants
- Cleaned driveway and road in front of 415 Silo Ct from leak repair
- Work orders
- Replaced water meter at 4155 Edgewood Dr
- Replaced water meter at 356 Second St
- Replaced water meter at 4400 Juanita Ave

Aug 22

- Jetted sewer lateral at 4280 Montague Ave
- Tested water at 4237 Stanfield CT
- Bush hogged outfall behind District Park, manholes on Snow Hill St, manhole behind Masonic Lodge,
- Took bacti samples at wells and on Snow Hill St
- Cut grass on at wells 1 and 3

Aug 25

- Put lift station 1 on bypass
- Checked wells
- Sampled NRWASA and MRT'S

Aug 26

- Replaced circuit board in Mission SCATA box at lift station 15
- Took 3 bacti samples
- Looked for new bacti samples
- Cut grass

Aug 27

- Cut grass
- Installed hydrant meter on Club Dr
- Took 1 bacti sample

Streets/Sanitation

- 302 Third St.: Cleaned ditch
- High St. from 5th & Loftin St.: Repaired storm drain
- Freedom Baptist Church: Dug out ditch
- Freedom Baptist Church: Added tile to driveway
- Freedom Baptist Church: Extended driveway
- Elderberry & Tamarack: Replaced Stop sign
- Nine Iron: Fixed speed limit sign on back side
- Third & Lee St.: edging
- RR Tracks: Cut trees
- Town Hall: Cut trees behind
- Cut woods back on ROW going past Countryaire
- Put up street signs

AYDEN ECONOMIC DEVELOPMENT DEPARTMENT

TO: TOWN COUNCIL

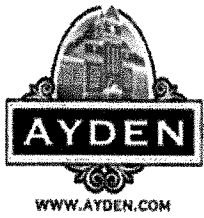
FROM: THOMAS MALLORY DENHAM, ECONOMIC DEVELOPMENT DIRECTOR

SUBJECT: ECONOMIC DEVELOPMENT REPORT

DATE: 09/01/2025

CC: STEPHEN SMITH TOWN MANAGER

- Eagle Rock is open! This will certainly help the town's tax issues.
- Oak Tree Edwards Mural dedicated on Juneteenth. Big turnout for a memorable day in Ayden!
- South Ayden High School Mural is Finished!
- Economic Development Department has brought in over \$2.8 million in grants to Ayden and the ETJ. This has happened in just 5.5 years.
- 2 big projects to be announced in the coming months in our ETJ. Will retain 100 jobs, move 105 jobs, and create 350 jobs over the next 5 years. This will certainly change the traffic numbers in Ayden.
- ElectriCites to recognize Ayden Economic Development Department at it's Annual Conference for work on the Rail Park.
- Car Cruise going to 2nd Tuesday and last Thursday of month.
- Town of Ayden has rejoined Greenville ENC Alliance.
- NC Main Street Annual Assessment complete! Certificate issued.
- NC Main Street Statistical Report complete and accepted.
- Pitt Co. African American Cultural Trail Committee included the 4A Cemetery. Tours of Pitt Cp begin on May 24th.
- Work continues improvement of our Electric system for the Rail Park.
- Ayden's Rail Park is a strategic industrial location and positioned to boost the local economy.



Town of Ayden Finance Manager- Summary of Activity from 8/1/25

In Person Meetings:

Department Head meeting 8/18/25
NCLM AIM Contractor T Orange 8/25/25
ElectriCities Annual Conference August 11-13
Southern Bank 8/20/25
NCEMPA BOC Meeting 8/27/25
Making the Budget Work w/Southern Bank Meeting 8/31/2025

Webinars/Online/Conference Call Meetings:

Ayden AMI w Electricities 8/20/25
NCLM Financial Audit Contractor T. Orange 8/22/25
CWIT LastPass Follow Up Training 8/26/25
CWIT VMware Update 8/18/25
CWIT Project Kickoff 8/19/25
NCLM Internal Controls Training 8/20/25

Misc:

Sam.Gov/Grants.Gov/DOJ.Gov
Payroll: 8/12/25, 8/26/25
Departmental Report for CIVIC
Cemetery – Multiple interactions with Public, Funeral Home Directors/Monument
Companies/Staff Confirmations/Transfer of Deeds
360 Credit Card Management
Handled Multiple Customer Complaints and Situations
CDBG/DWI Grant work as requested/needed - Bank/Requisitions/Payments/Deposit/Pick up
Checks
Southern Bank- Positive Pay, ACH, Payroll, Corrections, Check Scan Issues, Deposit and PP
Threshold Increase



Town of Ayden

My Budget Report

Account Summary

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Fund: 10 - General Fund							
Revenue							
<u>10-3100-1200</u>	VEHICLE TAXES	287,004.00	287,004.00	27,283.20	27,283.20	-259,720.80	90.49 %
<u>10-3100-1250</u>	MUNI VEHICLE FEE	19,671.00	19,671.00	1,925.00	1,925.00	-17,746.00	90.21 %
<u>10-3100-1700</u>	TAX PENALTIES	5,500.00	5,500.00	79.11	79.11	-5,420.89	98.56 %
<u>10-3100-1800</u>	TAX INTEREST	4,000.00	4,000.00	600.69	600.69	-3,399.31	84.98 %
<u>10-3100-1900</u>	PRIOR YEARS PROPERTY TAXES	3,000.00	3,000.00	0.00	0.00	-3,000.00	100.00 %
<u>10-3100-2021</u>	2021 REAL PROPERTY TAXES	0.00	0.00	1.01	1.01	1.01	0.00 %
<u>10-3100-2023</u>	2023 REAL PROPERTY TAXES	0.00	0.00	269.50	269.50	269.50	0.00 %
<u>10-3100-2024</u>	2024 REAL PROPERTY TAXES	15,000.00	15,000.00	4,635.13	4,635.13	-10,364.87	69.10 %
<u>10-3100-2025</u>	2025 REAL PROPERTY TAXES	2,510,347.00	2,510,347.00	160.27	160.27	-2,510,186.73	99.99 %
<u>10-3231-3900</u>	1% SALES TAX ARTICLE 39	545,690.00	545,690.00	60,659.17	60,659.17	-485,030.83	88.88 %
<u>10-3232-4000</u>	1/2% SALES TAX ARTICLE 40	341,450.00	341,450.00	32,178.81	32,178.81	-309,271.19	90.58 %
<u>10-3233-4200</u>	1/2% SALES TAX ARTICLE 42	288,919.00	288,919.00	30,214.94	30,214.94	-258,704.06	89.54 %
<u>10-3234-4400</u>	HOLD HARMLESS SALES TAX	346,703.00	346,703.00	30,979.85	30,979.85	-315,723.15	91.06 %
<u>10-3300-3100</u>	UTILITIES SALES DISTRIBUTIONS	382,271.00	382,271.00	0.00	0.00	-382,271.00	100.00 %
<u>10-3300-3110</u>	BEER AND WINE TAX	24,000.00	24,000.00	0.00	0.00	-24,000.00	100.00 %
<u>10-3300-3120</u>	CELL TOWER RENTAL FEES	98,000.00	98,000.00	0.00	0.00	-98,000.00	100.00 %
<u>10-3300-3130</u>	CABLE TV FRANCHISE TAX	40,800.00	40,800.00	0.00	0.00	-40,800.00	100.00 %
<u>10-3300-3140</u>	SOLID WASTE DISPOSAL TAX	4,198.00	4,198.00	0.00	0.00	-4,198.00	100.00 %
<u>10-3300-3311</u>	PIPED NATURAL GAS	2,276.00	2,276.00	0.00	0.00	-2,276.00	100.00 %
<u>10-3300-4000</u>	SRO POLICE OFFICER PMT	180,000.00	180,000.00	0.00	0.00	-180,000.00	100.00 %
<u>10-3300-5000</u>	RURAL FIRE / EMS LEASE PMT	18,919.00	18,919.00	0.00	0.00	-18,919.00	100.00 %
<u>10-3327-2130</u>	CITATIONS	50.00	50.00	0.00	0.00	-50.00	100.00 %
<u>10-3400-1000</u>	POWELL BILL	155,000.00	155,000.00	0.00	0.00	-155,000.00	100.00 %
<u>10-3400-2000</u>	LOCAL & STATE GRANTS	25,000.00	25,000.00	0.00	0.00	-25,000.00	100.00 %
<u>10-3474-2000</u>	CEMETERY SALES	500.00	500.00	0.00	0.00	-500.00	100.00 %
<u>10-3500-1000</u>	COURT FACILITIES FEES	3,000.00	3,000.00	159.43	159.43	-2,840.57	94.69 %
<u>10-3500-2000</u>	PLANNING FEES/PERMITS	7,000.00	7,000.00	0.00	0.00	-7,000.00	100.00 %
<u>10-3500-3000</u>	CODE ENFORCEMENT FEES	25,000.00	25,000.00	3,035.00	3,035.00	-21,965.00	87.86 %
<u>10-3600-1000</u>	GARBAGE COLLECTION FEES	494,127.00	494,127.00	42,606.00	42,606.00	-451,521.00	91.38 %
<u>10-3600-2100</u>	OPENING & CLOSINGS	18,000.00	18,000.00	3,177.50	3,177.50	-14,822.50	82.35 %
<u>10-3600-3000</u>	RECREATION ACTIVITY FEES	70,000.00	70,000.00	11,124.82	11,124.82	-58,875.18	84.11 %
<u>10-3600-3200</u>	LIBRARY DONATIONS/BOOK SALES	1,250.00	1,250.00	506.00	506.00	-744.00	59.52 %
<u>10-3600-4000</u>	COMM FACILITIES RENTAL FEES	10,000.00	10,000.00	295.00	295.00	-9,705.00	97.05 %
<u>10-3700-1000</u>	INVESTMENT EARNINGS	40,000.00	40,000.00	6,269.13	6,269.13	-33,730.87	84.33 %
<u>10-3800-1000</u>	MISCELLANEOUS REVENUES	35,000.00	35,000.00	-2,844.71	-2,844.71	-37,844.71	108.13 %
<u>10-3800-1200</u>	FINGERPRINTING - PD	10,000.00	10,000.00	1,720.00	1,720.00	-8,280.00	82.80 %
<u>10-3800-2100</u>	SALE OF FIXED ASSETS - GF	199,457.00	199,457.00	0.00	0.00	-199,457.00	100.00 %
<u>10-3800-4000</u>	SHOP WITH A COP DONATIONS	8,000.00	8,000.00	0.00	0.00	-8,000.00	100.00 %
<u>10-3800-9999</u>	OVER/SHORT	150.00	150.00	-20.00	-20.00	-170.00	113.33 %
<u>10-3900-1000</u>	INTRAGOV'T UTIL FRAN TAX PMT	550,000.00	550,000.00	0.00	0.00	-550,000.00	100.00 %
<u>10-3900-2000</u>	INTRAGOV'T PILO TAXES - ELEC UTIL	50,000.00	50,000.00	0.00	0.00	-50,000.00	100.00 %
<u>10-3900-2100</u>	INTRAGOV'T - PILOT -HOUSING AUTH	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
<u>10-3900-9000</u>	FUND BALANCE APPROPRIATED	5,056.00	5,056.00	0.00	0.00	-5,056.00	100.00 %
Revenue Total:		6,834,338.00	6,834,338.00	255,014.85	255,014.85	-6,579,323.15	96.27%
Expense							
Department: 4110 - GOVERNING BODY							
<u>10-4110-1210</u>	FULL TIME SALARIES	60,780.00	60,780.00	5,000.00	5,000.00	55,780.00	91.77 %
<u>10-4110-1810</u>	SOCIAL SECURITY	4,750.00	4,750.00	382.50	382.50	4,367.50	91.95 %
<u>10-4110-1920</u>	PROFESSIONAL SERVICES	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00 %
<u>10-4110-2600</u>	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
<u>10-4110-3100</u>	TRAVEL-TRAINING	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
<u>10-4110-3580</u>	COMMUNITY APPEARANCE	750.00	750.00	0.00	0.00	750.00	100.00 %
<u>10-4110-4110</u>	RENT OF LAND (PARK LOT)	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4110-4500</u>	PUB OFF LIB/BONDING	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<u>10-4110-4501</u>	WORKERS COMP	175.00	175.00	0.00	0.00	175.00	100.00 %
<u>10-4110-4910</u>	DUES & SUBSCRIPTIONS	10,000.00	10,000.00	9,564.50	9,564.50	435.50	4.36 %
<u>10-4110-4990</u>	MISCELLANEOUS	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
<u>10-4110-6100</u>	LOCAL SUPPORT FOR ORG.	750.00	750.00	0.00	0.00	750.00	100.00 %
<u>10-4110-6102</u>	SPECIAL EVENTS	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
<u>10-4110-8400</u>	REIMBURSEMENT OF SERVICES	-114,707.00	-114,707.00	0.00	0.00	-114,707.00	100.00 %
Department: 4110 - GOVERNING BODY Total:		56,498.00	56,498.00	14,947.00	14,947.00	41,551.00	73.54%
Department: 4120 - ADMINISTRATION							
<u>10-4120-1210</u>	FULL TIME SALARIES	217,000.00	217,000.00	23,187.26	23,187.26	193,812.74	89.31 %
<u>10-4120-1810</u>	SOCIAL SECURITY	16,900.00	16,900.00	1,675.53	1,675.53	15,224.47	90.09 %
<u>10-4120-1820</u>	RETIREMENT CONTRIBUTION	31,300.00	31,300.00	3,271.06	3,271.06	28,028.94	89.55 %
<u>10-4120-1830</u>	EMPLOYEE GROUP INS	19,200.00	19,200.00	1,077.40	1,077.40	18,122.60	94.39 %
<u>10-4120-2600</u>	SUPPLIES	1,500.00	1,500.00	286.46	286.46	1,213.54	80.90 %
<u>10-4120-3100</u>	TRAVEL-TRAINING	7,500.00	7,500.00	1,765.00	1,765.00	5,735.00	76.47 %
<u>10-4120-3210</u>	TELEPHONE	1,920.00	1,920.00	160.00	160.00	1,760.00	91.67 %
<u>10-4120-3250</u>	POSTAGE	50.00	50.00	0.00	0.00	50.00	100.00 %
<u>10-4120-3910</u>	ADVERTISING	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<u>10-4120-4501</u>	WORKERS COMP	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4120-4910</u>	DUES & SUBSCRIPTIONS	2,000.00	2,000.00	285.00	285.00	1,715.00	85.75 %
<u>10-4120-4990</u>	MISCELLANEOUS	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<u>10-4120-8400</u>	REIMBURSEMENT OF SERVICES	-205,603.00	-205,603.00	0.00	0.00	-205,603.00	100.00 %
Department: 4120 - ADMINISTRATION Total:		101,267.00	101,267.00	31,707.71	31,707.71	69,559.29	68.69%
Department: 4130 - FINANCE							
<u>10-4130-1210</u>	FULL TIME SALARIES	185,000.00	185,000.00	20,949.25	20,949.25	164,050.75	88.68 %
<u>10-4130-1810</u>	SOCIAL SECURITY	14,500.00	14,500.00	1,602.61	1,602.61	12,897.39	88.95 %
<u>10-4130-1820</u>	RETIREMENT CONTRIBUTION	27,000.00	27,000.00	2,954.87	2,954.87	24,045.13	89.06 %
<u>10-4130-1830</u>	EMPLOYEE GROUP INS.	19,200.00	19,200.00	2,143.40	2,143.40	17,056.60	88.84 %
<u>10-4130-2600</u>	SUPPLIES	6,000.00	6,000.00	212.42	212.42	5,787.58	96.46 %
<u>10-4130-3100</u>	TRAVEL-TRAINING	7,000.00	7,000.00	1,947.00	1,947.00	5,053.00	72.19 %
<u>10-4130-3210</u>	TELEPHONE	720.00	720.00	60.00	60.00	660.00	91.67 %
<u>10-4130-4501</u>	WORKERS COMP	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<u>10-4130-4910</u>	DUES AND SUBSCRIPTIONS	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>10-4130-4990</u>	MISCELLANEOUS	1,500.00	1,500.00	65.41	65.41	1,434.59	95.64 %
<u>10-4130-5000</u>	CAPITAL OUTLAY	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<u>10-4130-6000</u>	CONTRACTS	100,000.00	110,087.45	735.96	735.96	109,351.49	99.33 %
<u>10-4130-8400</u>	REIMBURSEMENT OF SERVICES	-242,955.00	-242,955.00	0.00	0.00	-242,955.00	100.00 %
Department: 4130 - FINANCE Total:		144,665.00	154,752.45	30,670.92	30,670.92	124,081.53	80.18%
Department: 4140 - TAX & REVENUE COLLECTION							
<u>10-4140-1210</u>	FULL TIME SALARIES	64,000.00	64,000.00	6,943.67	6,943.67	57,056.33	89.15 %
<u>10-4140-1810</u>	SOCIAL SECURITY	5,000.00	5,000.00	373.15	373.15	4,626.85	92.54 %
<u>10-4140-1820</u>	RETIREMENT CONTRIBUTION	9,300.00	9,300.00	979.43	979.43	8,320.57	89.47 %
<u>10-4140-1830</u>	EMPLOYEE GROUP INS.	9,600.00	9,600.00	1,074.48	1,074.48	8,525.52	88.81 %
<u>10-4140-2600</u>	SUPPLIES	148.00	148.00	68.68	68.68	79.32	53.59 %
<u>10-4140-2601</u>	EMPLOYEE SCREENING	3,050.00	3,050.00	320.00	320.00	2,730.00	89.51 %
<u>10-4140-3100</u>	TRAVEL-TRAINING	2,700.00	3,340.00	320.00	320.00	3,020.00	90.42 %
<u>10-4140-3210</u>	TELEPHONE	720.00	720.00	60.00	60.00	660.00	91.67 %
<u>10-4140-4501</u>	INSURANCE - WORKERS COMP	750.00	750.00	0.00	0.00	750.00	100.00 %
<u>10-4140-4910</u>	DUES AND SUBSCRIPTIONS	300.00	300.00	75.00	75.00	225.00	75.00 %
<u>10-4140-4990</u>	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>10-4140-6000</u>	CONTRACTS	1,300.00	1,300.00	0.00	0.00	1,300.00	100.00 %
<u>10-4140-8400</u>	REIMBURSEMENT OF SERVICES	-65,238.00	-65,238.00	0.00	0.00	-65,238.00	100.00 %
Department: 4140 - TAX & REVENUE COLLECTION Total:		32,130.00	32,770.00	10,214.41	10,214.41	22,555.59	68.83%

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 4210 - Information Technology							
<u>10-4210-3210</u>	TELEPHONE	70,000.00	70,000.00	5,090.51	5,090.51	64,909.49	92.73 %
<u>10-4210-3211</u>	INTERNET	25,000.00	25,000.00	1,427.10	1,427.10	23,572.90	94.29 %
<u>10-4210-3212</u>	WEBSITE	4,500.00	4,500.00	4,200.00	4,200.00	300.00	6.67 %
<u>10-4210-4990</u>	MISCELLANEOUS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<u>10-4210-6000</u>	CONTRACTS	285,450.00	285,450.00	89,828.15	89,828.15	195,621.85	68.53 %
<u>10-4210-6001</u>	CONTRACTS - COPIERS	49,000.00	49,000.00	0.00	0.00	49,000.00	100.00 %
<u>10-4210-8400</u>	REIMBURSEMENT OF SERVICES	-297,446.00	-297,446.00	0.00	0.00	-297,446.00	100.00 %
Department: 4210 - Information Technology Total:		146,504.00	146,504.00	100,545.76	100,545.76	45,958.24	31.37%
Department: 4250 - CENTRAL GARAGE							
<u>10-4250-1210</u>	FULL TIME SALARIES	104,000.00	104,000.00	11,124.13	11,124.13	92,875.87	89.30 %
<u>10-4250-1220</u>	OVERTIME	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4250-1810</u>	SOCIAL SECURITY	8,400.00	8,400.00	850.98	850.98	7,549.02	89.87 %
<u>10-4250-1820</u>	RETIREMENT CONTRIBUTION	15,200.00	15,200.00	1,569.05	1,569.05	13,630.95	89.68 %
<u>10-4250-1830</u>	EMPLOYEE GROUP INS.	19,200.00	19,200.00	2,143.84	2,143.84	17,056.16	88.83 %
<u>10-4250-2120</u>	UNIFORMS	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
<u>10-4250-2505</u>	FUEL	113,400.00	113,400.00	0.00	0.00	113,400.00	100.00 %
<u>10-4250-2511</u>	DIESEL	80,000.00	80,000.00	86.19	86.19	79,913.81	99.89 %
<u>10-4250-2600</u>	SHOP TOOLS AND SUPPLIES	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<u>10-4250-3100</u>	TRAVEL-TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<u>10-4250-3210</u>	TELEPHONE	1,440.00	1,440.00	60.00	60.00	1,380.00	95.83 %
<u>10-4250-3520</u>	SHOP EQUIPMENT AND REPAIR	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<u>10-4250-3530</u>	VEHICLES REPAIRS & MAINT	100,000.00	100,000.00	4,675.36	4,675.36	95,324.64	95.32 %
<u>10-4250-4500</u>	GENERAL LIB	36,000.00	36,000.00	0.00	0.00	36,000.00	100.00 %
<u>10-4250-4501</u>	WORKERS COMP	3,120.00	3,120.00	0.00	0.00	3,120.00	100.00 %
<u>10-4250-6000</u>	CONTRACTS	17,200.00	17,200.00	1,276.75	1,276.75	15,923.25	92.58 %
<u>10-4250-8400</u>	REIMBURSEMENT OF SERVICES	-200,571.00	-200,571.00	0.00	0.00	-200,571.00	100.00 %
Department: 4250 - CENTRAL GARAGE Total:		312,189.00	312,189.00	21,786.30	21,786.30	290,402.70	93.02%
Department: 4260 - PUBLIC BUILDINGS							
<u>10-4260-1210</u>	FULL TIME SALARIES	101,000.00	101,000.00	10,685.55	10,685.55	90,314.45	89.42 %
<u>10-4260-1220</u>	OVERTIME	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4260-1810</u>	SOCIAL SECURITY	8,100.00	8,100.00	817.44	817.44	7,282.56	89.91 %
<u>10-4260-1820</u>	RETIREMENT CONTRIBUTION	14,600.00	14,600.00	1,507.19	1,507.19	13,092.81	89.68 %
<u>10-4260-1830</u>	EMPLOYEE GROUP INS.	19,200.00	19,200.00	2,140.26	2,140.26	17,059.74	88.85 %
<u>10-4260-2120</u>	UNIFORMS- SHOES	1,300.00	1,300.00	0.00	0.00	1,300.00	100.00 %
<u>10-4260-2600</u>	SUPPLIES	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00 %
<u>10-4260-3210</u>	TELEPHONE	720.00	720.00	60.00	60.00	660.00	91.67 %
<u>10-4260-3300</u>	UTILITIES - PROPANE	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<u>10-4260-3301</u>	UTILITIES - ELECTRIC	55,000.00	55,000.00	4,968.11	4,968.11	50,031.89	90.97 %
<u>10-4260-3510</u>	BLDGS REPAIRS & MAINT	55,000.00	124,550.00	65,000.00	65,000.00	59,550.00	47.81 %
<u>10-4260-3520</u>	REPAIRS & MAINT - EQUIP	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<u>10-4260-4500</u>	GENERAL LIB/FIRE	210,000.00	210,000.00	0.00	0.00	210,000.00	100.00 %
<u>10-4260-4501</u>	WORKERS COMP	3,600.00	3,600.00	0.00	0.00	3,600.00	100.00 %
<u>10-4260-6000</u>	CONTRACTS	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00 %
<u>10-4260-8400</u>	REIMBURSEMENT OF SERVICES	-200,333.00	-200,333.00	0.00	0.00	-200,333.00	100.00 %
Department: 4260 - PUBLIC BUILDINGS Total:		364,187.00	433,737.00	85,178.55	85,178.55	348,558.45	80.36%
Department: 4310 - POLICE							
<u>10-4310-1210</u>	FULL TIME SALARIES	1,550,000.00	1,550,000.00	173,710.63	173,710.63	1,376,289.37	88.79 %
<u>10-4310-1220</u>	OVERTIME	50,000.00	50,000.00	4,702.96	4,702.96	45,297.04	90.59 %
<u>10-4310-1260</u>	PART-TIME SALARIES	30,000.00	30,000.00	40.00	40.00	29,960.00	99.87 %
<u>10-4310-1270</u>	LESSOA EXPENSE	60,000.00	60,000.00	4,885.51	4,885.51	55,114.49	91.86 %
<u>10-4310-1330</u>	LEO 401K CONTRIBUTION	0.00	0.00	7,447.48	7,447.48	-7,447.48	0.00 %
<u>10-4310-1810</u>	SOCIAL SECURITY	132,000.00	132,000.00	13,986.28	13,986.28	118,013.72	89.40 %
<u>10-4310-1820</u>	RETIREMENT CONTRIBUTION	246,000.00	246,000.00	26,509.00	26,509.00	219,491.00	89.22 %
<u>10-4310-1821</u>	401K - SUPPLEMENTAL RETIRMENT	73,000.00	73,000.00	0.00	0.00	73,000.00	100.00 %
<u>10-4310-1830</u>	EMPLOYEE GROUP INS.	238,580.00	238,580.00	23,406.85	23,406.85	215,173.15	90.19 %
<u>10-4310-2120</u>	UNIFORMS	18,000.00	18,000.00	4,438.57	4,438.57	13,561.43	75.34 %

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>10-4310-2600</u>	SUPPLIES	20,000.00	20,000.00	5,027.68	5,027.68	14,972.32	74.86 %
<u>10-4310-2601</u>	SUPPLIES - COPS PROGRAM	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<u>10-4310-3100</u>	TRAVEL-TRAINING	4,300.00	4,300.00	0.00	0.00	4,300.00	100.00 %
<u>10-4310-3210</u>	TELEPHONE PORT/PAGERS	720.00	720.00	60.00	60.00	660.00	91.67 %
<u>10-4310-3250</u>	POSTAGE	75.00	75.00	0.00	0.00	75.00	100.00 %
<u>10-4310-3300</u>	ELEC COST 20% T HALL	7,000.00	7,000.00	759.08	759.08	6,240.92	89.16 %
<u>10-4310-3520</u>	EQUIPMENT REPAIRS & MAINT	35,000.00	35,000.00	657.31	657.31	34,342.69	98.12 %
<u>10-4310-3980</u>	ANIMAL CONTROL	24,500.00	24,500.00	0.00	0.00	24,500.00	100.00 %
<u>10-4310-4210</u>	DCI TERMIAL RENTAL	1,000.00	1,000.00	300.00	300.00	700.00	70.00 %
<u>10-4310-4501</u>	WORKERS COMP	46,000.00	46,000.00	0.00	0.00	46,000.00	100.00 %
<u>10-4310-4910</u>	DUES & SUBSCRIPTIONS	800.00	800.00	0.00	0.00	800.00	100.00 %
<u>10-4310-4990</u>	MISCELLANEOUS	8,000.00	8,000.00	57.19	57.19	7,942.81	99.29 %
<u>10-4310-4991</u>	DRUG INTERDICTION	5,000.00	5,000.00	5,000.00	5,000.00	0.00	0.00 %
<u>10-4310-4992</u>	SHOP W/A COP SUPPLIES	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<u>10-4310-6000</u>	CONTRACTS	51,500.00	51,500.00	3,406.00	3,406.00	48,094.00	93.39 %
Department: 4310 - POLICE Total:		2,614,475.00	2,614,475.00	274,394.54	274,394.54	2,340,080.46	89.50%
Department: 4340 - FIRE							
<u>10-4340-1210</u>	FULL TIME SALARIES	29,000.00	29,000.00	1,625.13	1,625.13	27,374.87	94.40 %
<u>10-4340-1810</u>	SOCIAL SECURITY	2,400.00	2,400.00	124.39	124.39	2,275.61	94.82 %
<u>10-4340-1890</u>	VOLUNTEER - CALL PAY	32,500.00	32,500.00	0.00	0.00	32,500.00	100.00 %
<u>10-4340-2200</u>	FOOD	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<u>10-4340-2510</u>	MOTOR FUELS & LUBRICANTS	3,600.00	3,600.00	0.00	0.00	3,600.00	100.00 %
<u>10-4340-2600</u>	SUPPLIES	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00 %
<u>10-4340-2610</u>	EQUIPMENT	17,100.00	17,100.00	0.00	0.00	17,100.00	100.00 %
<u>10-4340-3100</u>	TRAVEL	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<u>10-4340-3110</u>	TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<u>10-4340-3250</u>	POSTAGE	372.00	372.00	0.00	0.00	372.00	100.00 %
<u>10-4340-3300</u>	UTILITIES - PROPANE	5,450.00	5,450.00	596.22	596.22	4,853.78	89.06 %
<u>10-4340-3301</u>	UTILITIES - ELECTRIC/WATER	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<u>10-4340-3520</u>	EQUIPMENT REP & MAINT	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<u>10-4340-4500</u>	INSURANCE	16,500.00	16,500.00	0.00	0.00	16,500.00	100.00 %
<u>10-4340-4501</u>	WORKERS COMP	9,500.00	9,500.00	0.00	0.00	9,500.00	100.00 %
<u>10-4340-4990</u>	MISCELLANEOUS	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<u>10-4340-5000</u>	CAPITAL OUTLAY	4,950.00	4,950.00	0.00	0.00	4,950.00	100.00 %
<u>10-4340-6000</u>	CONTRACTS FIRE	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
<u>10-4340-6920</u>	GRANT APPROPRIATIONS	15,000.00	17,787.37	0.00	0.00	17,787.37	100.00 %
<u>10-4340-7500</u>	CAPITAL LEASES	61,000.00	61,000.00	0.00	0.00	61,000.00	100.00 %
<u>10-4340-7510</u>	DEBT - INTEREST- VEHICLES	9,350.00	9,350.00	0.00	0.00	9,350.00	100.00 %
Department: 4340 - FIRE Total:		255,972.00	258,759.37	2,345.74	2,345.74	256,413.63	99.09%
Department: 4510 - STREETS							
<u>10-4510-1210</u>	FULL TIME SALARIES	590,042.00	590,042.00	49,388.84	49,388.84	540,653.16	91.63 %
<u>10-4510-1220</u>	OVERTIME	30,000.00	30,000.00	2,792.45	2,792.45	27,207.55	90.69 %
<u>10-4510-1810</u>	SOCIAL SECURITY	48,848.00	48,848.00	3,973.99	3,973.99	44,874.01	91.86 %
<u>10-4510-1820</u>	RETIREMENT CONTRIBUTION	83,660.00	83,660.00	7,369.61	7,369.61	76,290.39	91.19 %
<u>10-4510-1830</u>	EMPLOYEE GROUP INS.	124,800.00	124,800.00	9,248.20	9,248.20	115,551.80	92.59 %
<u>10-4510-2120</u>	UNIFORMS	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<u>10-4510-2311</u>	SAFETY	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4510-2600</u>	SUPPLIES	32,500.00	32,500.00	4,655.68	4,655.68	27,844.32	85.67 %
<u>10-4510-3100</u>	TRAVEL-TRAINING	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<u>10-4510-3210</u>	TELEPHONE	720.00	720.00	0.00	0.00	720.00	100.00 %
<u>10-4510-3520</u>	EQUIPMENT REP & MAINT	42,500.00	42,500.00	1,601.03	1,601.03	40,898.97	96.23 %
<u>10-4510-3540</u>	MAINT & REPAIR SYSTEM	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
<u>10-4510-3590</u>	CEMETERIES - MAINTENANCE	58,000.00	58,000.00	0.00	0.00	58,000.00	100.00 %
<u>10-4510-4500</u>	GEN LIB./AUTO/EQUIP	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00 %
<u>10-4510-4501</u>	WORKERS COMP	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<u>10-4510-4990</u>	MISCELLANEOUS	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
Department: 4510 - STREETS Total:		1,100,070.00	1,100,070.00	79,029.80	79,029.80	1,021,040.20	92.82%

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 4511 - POWELL BILL							
<u>10-4511-3590</u>	MAINT & REPAIR OTHER	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<u>10-4511-5911</u>	CURB & GUTTER	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<u>10-4511-5912</u>	TRAFFIC CONTROL	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<u>10-4511-5913</u>	SIDEWALKS	21,000.00	21,000.00	0.00	0.00	21,000.00	100.00 %
<u>10-4511-5914</u>	DRAINAGE & STORM SEWER	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
<u>10-4511-5915</u>	PAVING	67,900.00	67,900.00	0.00	0.00	67,900.00	100.00 %
<u>10-4511-6000</u>	CONTRACTS	3,600.00	3,600.00	0.00	0.00	3,600.00	100.00 %
Department: 4511 - POWELL BILL Total:		155,000.00	155,000.00	0.00	0.00	155,000.00	100.00%
Department: 4710 - SANITATION							
<u>10-4710-1210</u>	FULL TIME SALARIES	0.00	0.00	6,931.23	6,931.23	-6,931.23	0.00 %
<u>10-4710-1220</u>	OVERTIME	0.00	0.00	299.95	299.95	-299.95	0.00 %
<u>10-4710-1810</u>	SOCIAL SECURITY	0.00	0.00	553.21	553.21	-553.21	0.00 %
<u>10-4710-1820</u>	RETIREMENT CONTRIBUTION	0.00	0.00	1,019.52	1,019.52	-1,019.52	0.00 %
<u>10-4710-1830</u>	EMPLOYEE GROUP INS.	0.00	0.00	363.76	363.76	-363.76	0.00 %
<u>10-4710-2510</u>	MOTOR FUELS & LUBRICANTS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4710-2600</u>	SUPPLIES	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<u>10-4710-3520</u>	EQUIPMENT REP & MAINT	19,000.00	19,000.00	1,052.40	1,052.40	17,947.60	94.46 %
<u>10-4710-4410</u>	LANDFILL FEES / TOWN REFUSE	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00 %
<u>10-4710-4990</u>	MISCELLANEOUS	750.00	750.00	0.00	0.00	750.00	100.00 %
<u>10-4710-5000</u>	CAPITAL OUTLAY	322,060.00	322,060.00	0.00	0.00	322,060.00	100.00 %
<u>10-4710-6000</u>	CONTRACTS	2,000.00	2,000.00	1,051.42	1,051.42	948.58	47.43 %
Department: 4710 - SANITATION Total:		377,810.00	377,810.00	11,271.49	11,271.49	366,538.51	97.02%
Department: 4910 - PLANNING, ZONING, INSPECT							
<u>10-4910-1210</u>	FULL TIME SALARIES	190,000.00	190,000.00	12,962.28	12,962.28	177,037.72	93.18 %
<u>10-4910-1810</u>	SOCIAL SECURITY	15,300.00	15,300.00	990.91	990.91	14,309.09	93.52 %
<u>10-4910-1820</u>	RETIREMENT CONTRIBUTION	27,250.00	27,250.00	1,828.33	1,828.33	25,421.67	93.29 %
<u>10-4910-1830</u>	EMPLOYEE GROUP INS.	28,800.00	28,800.00	1,869.61	1,869.61	26,930.39	93.51 %
<u>10-4910-2120</u>	UNIFORMS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4910-2600</u>	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<u>10-4910-3100</u>	TRAVEL-TRAINING	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<u>10-4910-3210</u>	TELEPHONE	720.00	720.00	60.00	60.00	660.00	91.67 %
<u>10-4910-3910</u>	LEGAL ADVERTISING	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>10-4910-4501</u>	WORKERS COMP	1,400.00	1,400.00	0.00	0.00	1,400.00	100.00 %
<u>10-4910-4910</u>	DUES AND SUBSCRIPTIONS	400.00	400.00	0.00	0.00	400.00	100.00 %
<u>10-4910-4930</u>	CODE ENFORCEMENT	45,000.00	45,000.00	3,085.00	3,085.00	41,915.00	93.14 %
<u>10-4910-4990</u>	MISCELLANEOUS	1,400.00	1,400.00	0.00	0.00	1,400.00	100.00 %
<u>10-4910-6000</u>	CONTRACTS	8,500.00	8,500.00	0.00	0.00	8,500.00	100.00 %
Department: 4910 - PLANNING, ZONING, INSPECT Total:		327,270.00	327,270.00	20,796.13	20,796.13	306,473.87	93.65%
Department: 4920 - ECONOMIC DEVELOPMENT							
<u>10-4920-1210</u>	FULL TIME SALARIES	98,000.00	98,000.00	10,812.17	10,812.17	87,187.83	88.97 %
<u>10-4920-1810</u>	SOCIAL SECURITY	7,900.00	7,900.00	822.84	822.84	7,077.16	89.58 %
<u>10-4920-1820</u>	RETIREMENT CONTRIBUTION	14,000.00	14,000.00	1,525.78	1,525.78	12,474.22	89.10 %
<u>10-4920-1830</u>	EMPLOYEE GROUP INS.	9,600.00	9,600.00	1,080.86	1,080.86	8,519.14	88.74 %
<u>10-4920-2600</u>	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4920-3100</u>	TRAVEL-TRAINING	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<u>10-4920-3210</u>	TELEPHONE	720.00	720.00	60.00	60.00	660.00	91.67 %
<u>10-4920-3910</u>	LEGAL ADVERTISING	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<u>10-4920-4501</u>	WORKERS COMP	1,300.00	1,300.00	0.00	0.00	1,300.00	100.00 %
<u>10-4920-4910</u>	DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<u>10-4920-4990</u>	MISCELLANEOUS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-4920-6000</u>	CONTRACTS	10,000.00	10,000.00	2,625.00	2,625.00	7,375.00	73.75 %
<u>10-4920-6100</u>	LOCAL SUPPORT	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<u>10-4920-6920</u>	GRANT EXPENSES	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<u>10-4920-8400</u>	REIMBURSEMENT OF SERVICES	-116,593.00	-116,593.00	0.00	0.00	-116,593.00	100.00 %
Department: 4920 - ECONOMIC DEVELOPMENT Total:		57,427.00	57,427.00	16,926.65	16,926.65	40,500.35	70.52%

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 6110 - LIBRARY							
<u>10-6110-1210</u>	FULL TIME SALARIES	71,000.00	71,000.00	7,623.70	7,623.70	63,376.30	89.26 %
<u>10-6110-1260</u>	Salaries Part Time	18,000.00	18,000.00	1,797.18	1,797.18	16,202.82	90.02 %
<u>10-6110-1810</u>	SOCIAL SECURITY	6,500.00	6,500.00	714.60	714.60	5,785.40	89.01 %
<u>10-6110-1820</u>	RETIREMENT CONTRIBUTION	9,900.00	9,900.00	1,075.31	1,075.31	8,824.69	89.14 %
<u>10-6110-1830</u>	EMPLOYEE GROUP INS.	9,600.00	9,600.00	1,076.90	1,076.90	8,523.10	88.78 %
<u>10-6110-2600</u>	SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<u>10-6110-2700</u>	SUPPLIES - PROGRAMS	900.00	900.00	0.00	0.00	900.00	100.00 %
<u>10-6110-3105</u>	TRAVEL-TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<u>10-6110-3210</u>	TELEPHONE	720.00	720.00	60.00	60.00	660.00	91.67 %
<u>10-6110-3301</u>	UTILITIES-ELECTRIC	2,700.00	2,700.00	398.23	398.23	2,301.77	85.25 %
<u>10-6110-3520</u>	EQUIPMENT REPAIRS	700.00	700.00	0.00	0.00	700.00	100.00 %
<u>10-6110-4501</u>	WORKERS COMP	750.00	750.00	0.00	0.00	750.00	100.00 %
<u>10-6110-4990</u>	MISCELLANEOUS	1,600.00	1,600.00	0.00	0.00	1,600.00	100.00 %
<u>10-6110-5600</u>	BOOKS	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00 %
<u>10-6110-6000</u>	CONTRACTS	13,400.00	13,400.00	3,240.00	3,240.00	10,160.00	75.82 %
<u>10-6110-6920</u>	GRANT APPROPRIATIONS	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
Department: 6110 - LIBRARY Total:		156,270.00	156,270.00	15,985.92	15,985.92	140,284.08	89.77%
Department: 6120 - RECREATION							
<u>10-6120-1210</u>	FULL TIME SALARIES	202,000.00	202,000.00	22,092.92	22,092.92	179,907.08	89.06 %
<u>10-6120-1260</u>	PART-TIME SALARIES	70,000.00	70,000.00	19,769.34	19,769.34	50,230.66	71.76 %
<u>10-6120-1810</u>	SOCIAL SECURITY	23,000.00	23,000.00	3,201.47	3,201.47	19,798.53	86.08 %
<u>10-6120-1820</u>	RETIREMENT CONTRIBUTION	29,100.00	29,100.00	3,116.20	3,116.20	25,983.80	89.29 %
<u>10-6120-1830</u>	EMPLOYEE GROUP INS.	28,800.00	28,800.00	3,224.12	3,224.12	25,575.88	88.81 %
<u>10-6120-1990</u>	INSTRUCTOR AND OFFICIAL FEES	68,000.00	68,000.00	4,025.00	4,025.00	63,975.00	94.08 %
<u>10-6120-2120</u>	UNIFORMS	11,000.00	11,000.00	64.64	64.64	10,935.36	99.41 %
<u>10-6120-2310</u>	MISC SUPPLIES-PROGRAM SUP	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<u>10-6120-2312</u>	PROGRAM AWARDS	6,500.00	6,500.00	0.00	0.00	6,500.00	100.00 %
<u>10-6120-2600</u>	SUPPLIES	30,000.00	30,000.00	47.50	47.50	29,952.50	99.84 %
<u>10-6120-2650</u>	CONCESSION STAND FOOD	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00 %
<u>10-6120-3100</u>	TRAVEL-TRAINING	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<u>10-6120-3301</u>	UTILITIES-ELECTRIC	50,000.00	50,000.00	10,634.96	10,634.96	39,365.04	78.73 %
<u>10-6120-3520</u>	EQUIPMENT REP & MAINT	36,000.00	36,000.00	0.00	0.00	36,000.00	100.00 %
<u>10-6120-4501</u>	WORKERS COMP	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
<u>10-6120-4910</u>	DUES & SUBSCRIPTIONS	650.00	650.00	205.00	205.00	445.00	68.46 %
<u>10-6120-4990</u>	MISCELLANEOUS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>10-6120-6000</u>	CONTRACTS	20,554.00	20,554.00	580.72	580.72	19,973.28	97.17 %
<u>10-6120-6920</u>	GRANT APPROPRIATIONS	5,000.00	13,612.28	-5,000.00	-5,000.00	18,612.28	136.73 %
Department: 6120 - RECREATION Total:		632,604.00	641,216.28	61,961.87	61,961.87	579,254.41	90.34%
Expense Total:		6,834,338.00	6,926,015.10	777,762.79	777,762.79	6,148,252.31	88.77%
Fund: 10 - General Fund Surplus (Deficit):		0.00	-91,677.10	-522,747.94	-522,747.94	-431,070.84	-470.21%
Fund: 61 - Electric Fund							
Revenue							
<u>61-3600-5210</u>	PENALTIES / RECONNECT FEES	150,000.00	150,000.00	16,841.72	16,841.72	-133,158.28	88.77 %
<u>61-3600-5220</u>	NEW ACCT CONNECTION FEES	25,000.00	25,000.00	3,360.00	3,360.00	-21,640.00	86.56 %
<u>61-3600-5300</u>	FACILITIES FEES	120,000.00	120,000.00	10,029.00	10,029.00	-109,971.00	91.64 %
<u>61-3600-5800</u>	SERVICE CHARGES	3,000.00	3,000.00	750.00	750.00	-2,250.00	75.00 %
<u>61-3600-8200</u>	NEW SERVICE INSTALLATIONS	175,000.00	175,000.00	8,800.00	8,800.00	-166,200.00	94.97 %
<u>61-3700-1000</u>	INVESTMENT EARNINGS	150,000.00	150,000.00	29,442.98	29,442.98	-120,557.02	80.37 %
<u>61-3720-5100</u>	UTILITY CHARGES	13,300,000.00	13,300,000.00	1,359,509.25	1,359,509.25	-11,940,490.75	89.78 %
<u>61-3800-1000</u>	MISC RECEIPTS ELECTRIC	2,500.00	2,500.00	4,661.86	4,661.86	2,161.86	186.47 %
<u>61-3800-1200</u>	Online Credit CardService Fees	60,000.00	60,000.00	0.00	0.00	-60,000.00	100.00 %
<u>61-3800-2000</u>	CATV POLE RENT	12,000.00	12,000.00	2,865.24	2,865.24	-9,134.76	76.12 %
<u>61-3900-2001</u>	RIDER 1 PCA	984,968.00	984,968.00	64,985.60	64,985.60	-919,982.40	93.40 %
<u>61-3900-9000</u>	FUND BALANCE APPROPRIATED	418,314.00	418,314.00	0.00	0.00	-418,314.00	100.00 %
Revenue Total:		15,400,782.00	15,400,782.00	1,501,245.65	1,501,245.65	-13,899,536.35	90.25%

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Expense							
Department: 7210 - ELECTRIC ADMIN/BILLING COLL							
<u>61-7210-1210</u>	FULL TIME SALARIES	146,000.00	146,000.00	17,119.39	17,119.39	128,880.61	88.27 %
<u>61-7210-1220</u>	OVERTIME	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>61-7210-1260</u>	PART-TIME SALARIES	25,000.00	25,000.00	2,787.20	2,787.20	22,212.80	88.85 %
<u>61-7210-1810</u>	SOCIAL SECURITY	16,000.00	16,000.00	1,507.10	1,507.10	14,492.90	90.58 %
<u>61-7210-1820</u>	RETIREMENT CONTRIBUTION	21,000.00	21,000.00	2,417.73	2,417.73	18,582.27	88.49 %
<u>61-7210-1830</u>	EMPLOYEE GROUP INS.	28,800.00	28,800.00	3,462.33	3,462.33	25,337.67	87.98 %
<u>61-7210-2600</u>	SUPPLIES	8,000.00	8,000.00	510.89	510.89	7,489.11	93.61 %
<u>61-7210-3100</u>	TRAVEL-TRAINING	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<u>61-7210-3250</u>	POSTAGE	31,000.00	31,000.00	2,401.24	2,401.24	28,598.76	92.25 %
<u>61-7210-4501</u>	WORKERS COMP	2,100.00	2,100.00	0.00	0.00	2,100.00	100.00 %
<u>61-7210-4990</u>	MISCELLANEOUS	350.00	350.00	0.00	0.00	350.00	100.00 %
<u>61-7210-6000</u>	CONTRACTS	60,000.00	60,000.00	2,219.73	2,219.73	57,780.27	96.30 %
<u>61-7210-6300</u>	CREDIT CARD ACCEPTANCE	108,000.00	108,000.00	-2,647.74	-2,647.74	110,647.74	102.45 %
<u>61-7210-8400</u>	REIMBURSEMENT OF SERVICES	991,260.00	991,260.00	0.00	0.00	991,260.00	100.00 %
Department: 7210 - ELECTRIC ADMIN/BILLING COLL Total:		1,441,010.00	1,441,010.00	29,777.87	29,777.87	1,411,232.13	97.93%
Department: 7220 - ELECTRIC OPERATIONS							
<u>61-7220-1210</u>	FULL TIME SALARIES	1,139,755.00	1,139,755.00	106,814.75	106,814.75	1,032,940.25	90.63 %
<u>61-7220-1220</u>	OVERTIME	55,000.00	55,000.00	5,039.63	5,039.63	49,960.37	90.84 %
<u>61-7220-1810</u>	SOCIAL SECURITY	95,100.00	95,100.00	8,525.22	8,525.22	86,574.78	91.04 %
<u>61-7220-1820</u>	RETIREMENT CONTRIBUTION	161,945.00	161,945.00	15,600.44	15,600.44	146,344.56	90.37 %
<u>61-7220-1830</u>	EMPLOYEE GROUP INS.	153,120.00	153,120.00	14,178.37	14,178.37	138,941.63	90.74 %
<u>61-7220-1900</u>	PROFESSIONAL SERVICES	62,000.00	62,000.00	0.00	0.00	62,000.00	100.00 %
<u>61-7220-2120</u>	UNIFORMS	26,000.00	26,000.00	14,812.80	14,812.80	11,187.20	43.03 %
<u>61-7220-2311</u>	SAFETY	40,000.00	40,000.00	1,442.88	1,442.88	38,557.12	96.39 %
<u>61-7220-2510</u>	MOTOR FUELS & LUBRICANTS	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<u>61-7220-2600</u>	SUPPLIES	225,000.00	225,000.00	12,222.11	12,222.11	212,777.89	94.57 %
<u>61-7220-2602</u>	SUBDIVISION SUPPLIES	250,000.00	250,000.00	52,420.00	52,420.00	197,580.00	79.03 %
<u>61-7220-3100</u>	TRAVEL-TRAINING	22,000.00	22,000.00	0.00	0.00	22,000.00	100.00 %
<u>61-7220-3300</u>	UTILITIES	12,000.00	12,000.00	526.69	526.69	11,473.31	95.61 %
<u>61-7220-3310</u>	POWER PURCHASED-ELEC	8,975,955.00	8,975,955.00	0.00	0.00	8,975,955.00	100.00 %
<u>61-7220-3520</u>	EQUIPMENT REP & MAINT	50,000.00	50,000.00	1,050.70	1,050.70	48,949.30	97.90 %
<u>61-7220-3530</u>	GENERATOR O&M	75,000.00	75,000.00	14,131.05	14,131.05	60,868.95	81.16 %
<u>61-7220-3540</u>	MAINT & REPAIR SYSTEM	250,000.00	250,000.00	2,369.80	2,369.80	247,630.20	99.05 %
<u>61-7220-3590</u>	TREE TRIMMING R/W MAIN	60,000.00	60,000.00	210.00	210.00	59,790.00	99.65 %
<u>61-7220-3910</u>	ADVERTISING	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<u>61-7220-4500</u>	INSURANCE	69,052.00	69,052.00	0.00	0.00	69,052.00	100.00 %
<u>61-7220-4501</u>	WORKERS COMP	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<u>61-7220-4910</u>	DUES & SUBSCRIPTIONS	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<u>61-7220-4990</u>	MISCELLANEOUS	13,000.00	13,000.00	1,932.00	1,932.00	11,068.00	85.14 %
<u>61-7220-5000</u>	CAPITAL OUTLAY	670,000.00	1,079,545.71	70,123.12	70,123.12	1,009,422.59	93.50 %
<u>61-7220-6000</u>	CONTRACTS	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00 %
<u>61-7220-7400</u>	CAPITAL SYSTEM IMPROVEMENTS	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
Department: 7220 - ELECTRIC OPERATIONS Total:		12,572,427.00	12,981,972.71	321,399.56	321,399.56	12,660,573.15	97.52%
Department: 9100 - DEBT SERVICE							
<u>61-9100-7100</u>	DEBT PRINCIPAL	165,000.00	165,000.00	150,000.00	150,000.00	15,000.00	9.09 %
<u>61-9100-7200</u>	DEBT INTEREST	13,000.00	13,000.00	7,320.00	7,320.00	5,680.00	43.69 %
Department: 9100 - DEBT SERVICE Total:		178,000.00	178,000.00	157,320.00	157,320.00	20,680.00	11.62%
Department: 9700 - SPECIAL APPROPRIATION							
<u>61-9700-0000</u>	PCA RIDER 1 EXPENSE	609,345.00	609,345.00	0.00	0.00	609,345.00	100.00 %
<u>61-9700-9809</u>	INTRAGOV'T UTIL FRAN TAX PMT	550,000.00	550,000.00	0.00	0.00	550,000.00	100.00 %
<u>61-9700-9810</u>	INTRAGOV'T PILO TAXES - ELEC UTIL	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
Department: 9700 - SPECIAL APPROPRIATION Total:		1,209,345.00	1,209,345.00	0.00	0.00	1,209,345.00	100.00%
Expense Total:		15,400,782.00	15,810,327.71	508,497.43	508,497.43	15,301,830.28	96.78%
Fund: 61 - Electric Fund Surplus (Deficit):		0.00	-409,545.71	992,748.22	992,748.22	1,402,293.93	342.40%

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 62 - Water and Sewer Fund							
Revenue							
<u>62-3700-1000</u>	INVESTMENT EARNINGS	30,000.00	30,000.00	4,796.90	4,796.90	-25,203.10	84.01 %
<u>62-3711-5200</u>	WATER CONNECTION FEES	25,000.00	25,000.00	4,560.00	4,560.00	-20,440.00	81.76 %
<u>62-3711-5300</u>	SEWER CONNECTION FEES	25,000.00	25,000.00	3,499.99	3,499.99	-21,500.01	86.00 %
<u>62-3711-5301</u>	NEW SEWER SERVICE INSTALLATIO...	0.00	0.00	6,000.00	6,000.00	6,000.00	0.00 %
<u>62-3711-5500</u>	W/S SYSTEMWIDE DEVELOPMENT ...	38,000.00	38,000.00	20,000.00	20,000.00	-18,000.00	47.37 %
<u>62-3713-5000</u>	WATER CHARGES	1,685,000.00	1,685,000.00	152,617.45	152,617.45	-1,532,382.55	90.94 %
<u>62-3714-5100</u>	SEWER CHARGES	2,400,000.00	2,400,000.00	245,057.68	245,057.68	-2,154,942.32	89.79 %
<u>62-3800-1000</u>	MISC RECEIPTS-WATER	400.00	400.00	400.00	400.00	0.00	0.00 %
<u>62-3900-9000</u>	FUND BALANCE APPROPRIATED	39,769.00	39,769.00	0.00	0.00	-39,769.00	100.00 %
	Revenue Total:	4,243,169.00	4,243,169.00	436,932.02	436,932.02	-3,806,236.98	89.70%
Expense							
Department: 7130 - WATER/SEWER OPERATIONS							
<u>62-7130-1210</u>	FULL TIME SALARIES	430,631.00	430,631.00	43,989.01	43,989.01	386,641.99	89.78 %
<u>62-7130-1220</u>	OVERTIME	36,000.00	36,000.00	3,928.72	3,928.72	32,071.28	89.09 %
<u>62-7130-1260</u>	PART TIME SALARIES	0.00	0.00	118.38	118.38	-118.38	0.00 %
<u>62-7130-1810</u>	SOCIAL SECURITY	39,400.00	39,400.00	3,644.77	3,644.77	35,755.23	90.75 %
<u>62-7130-1820</u>	RETIREMENT CONTRIBUTION	63,369.00	63,369.00	5,703.47	5,703.47	57,665.53	91.00 %
<u>62-7130-1830</u>	EMPLOYEE GROUP INS.	86,160.00	86,160.00	6,944.68	6,944.68	79,215.32	91.94 %
<u>62-7130-1900</u>	PROFESSIONAL SERVICES	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<u>62-7130-2120</u>	UNIFORMS	6,500.00	6,500.00	0.00	0.00	6,500.00	100.00 %
<u>62-7130-2311</u>	SAFETY	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<u>62-7130-2510</u>	MOTOR FUELS & LUBRICANTS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<u>62-7130-2600</u>	SUPPLIES	80,000.00	80,000.00	3,209.73	3,209.73	76,790.27	95.99 %
<u>62-7130-3100</u>	TRAVEL-TRAINING	9,000.00	9,000.00	50.00	50.00	8,950.00	99.44 %
<u>62-7130-3150</u>	PERMITS & FEES	3,900.00	3,900.00	0.00	0.00	3,900.00	100.00 %
<u>62-7130-3300</u>	UTILITIES	65,000.00	65,000.00	2,674.15	2,674.15	62,325.85	95.89 %
<u>62-7130-3520</u>	EQUIPMENT REP & MAINT	41,122.00	41,122.00	419.97	419.97	40,702.03	98.98 %
<u>62-7130-3540</u>	MAINT & REPAIR SYSTEM	175,000.00	188,573.80	1,420.87	1,420.87	187,152.93	99.25 %
<u>62-7130-4500</u>	AUTO AND G/L INSUR	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<u>62-7130-4501</u>	WORKERS COMP	22,878.00	22,878.00	0.00	0.00	22,878.00	100.00 %
<u>62-7130-4910</u>	DUES & SUBSCRIPTIONS	1,600.00	1,600.00	0.00	0.00	1,600.00	100.00 %
<u>62-7130-4990</u>	MISCELLANEOUS	14,200.00	14,200.00	-3,250.00	-3,250.00	17,450.00	122.89 %
<u>62-7130-5000</u>	CAPITAL OUTLAY	156,500.00	259,177.80	7,031.00	7,031.00	252,146.80	97.29 %
<u>62-7130-6000</u>	CONTRACTS	1,900,000.00	1,900,000.00	169,008.32	169,008.32	1,730,991.68	91.10 %
<u>62-7130-7410</u>	AMI PROJECT	4,509.00	4,509.00	391.50	391.50	4,117.50	91.32 %
<u>62-7130-8000</u>	CAPITAL IMPROVEMENTS PROJ	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<u>62-7130-8400</u>	REIMBURSEMENT OF SERVICES	430,983.00	430,983.00	0.00	0.00	430,983.00	100.00 %
	Department: 7130 - WATER/SEWER OPERATIONS Total:	3,617,252.00	3,733,503.60	245,284.57	245,284.57	3,488,219.03	93.43%
Department: 9100 - DEBT SERVICE							
<u>62-9100-7100</u>	DEBT PRINCIPAL	434,440.00	434,440.00	0.00	0.00	434,440.00	100.00 %
<u>62-9100-7200</u>	DEBT INTEREST	191,477.00	191,477.00	0.00	0.00	191,477.00	100.00 %
	Department: 9100 - DEBT SERVICE Total:	625,917.00	625,917.00	0.00	0.00	625,917.00	100.00%
	Expense Total:	4,243,169.00	4,359,420.60	245,284.57	245,284.57	4,114,136.03	94.37%
	Fund: 62 - Water and Sewer Fund Surplus (Deficit):	0.00	-116,251.60	191,647.45	191,647.45	307,899.05	264.86%
Fund: 63 - Stormwater Fund							
Revenue							
<u>63-3713-5000</u>	STORMWATER FEES	175,000.00	175,000.00	14,340.00	14,340.00	-160,660.00	91.81 %
	Revenue Total:	175,000.00	175,000.00	14,340.00	14,340.00	-160,660.00	91.81%
Expense							
Department: 7501 - STORM WATER							
<u>63-7501-3150</u>	PERMITS & FEES	1,225.00	1,225.00	0.00	0.00	1,225.00	100.00 %
<u>63-7501-3540</u>	MAINT & REPAIR SYSTEM	137,571.00	137,571.00	4,800.00	4,800.00	132,771.00	96.51 %
<u>63-7501-4990</u>	MISCELLANEOUS	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
<u>63-7501-8400</u>	REIMBURSEMENT OF SERVICES	21,204.00	21,204.00	0.00	0.00	21,204.00	100.00 %
	Department: 7501 - STORM WATER Total:	165,000.00	165,000.00	4,800.00	4,800.00	160,200.00	97.09%
Department: 9700 - SPECIAL APPROPRIATION							
<u>63-9700-9800</u>	CONTINGENCY	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
	Department: 9700 - SPECIAL APPROPRIATION Total:	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%
	Expense Total:	175,000.00	175,000.00	4,800.00	4,800.00	170,200.00	97.26%
	Fund: 63 - Stormwater Fund Surplus (Deficit):	0.00	0.00	9,540.00	9,540.00	9,540.00	0.00%
	Report Surplus (Deficit):	0.00	-617,474.41	671,187.73	671,187.73	1,288,662.14	208.70%

Group Summary

Department...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 10 - General Fund						
Revenue						
	6,834,338.00	6,834,338.00	255,014.85	255,014.85	-6,579,323.15	96.27%
Revenue Total:	6,834,338.00	6,834,338.00	255,014.85	255,014.85	-6,579,323.15	96.27%
Expense						
4110 - GOVERNING BODY	56,498.00	56,498.00	14,947.00	14,947.00	41,551.00	73.54%
4120 - ADMINISTRATION	101,267.00	101,267.00	31,707.71	31,707.71	69,559.29	68.69%
4130 - FINANCE	144,665.00	154,752.45	30,670.92	30,670.92	124,081.53	80.18%
4140 - TAX & REVENUE COLLECTION	32,130.00	32,770.00	10,214.41	10,214.41	22,555.59	68.83%
4210 - Information Technology	146,504.00	146,504.00	100,545.76	100,545.76	45,958.24	31.37%
4250 - CENTRAL GARAGE	312,189.00	312,189.00	21,786.30	21,786.30	290,402.70	93.02%
4260 - PUBLIC BUILDINGS	364,187.00	433,737.00	85,178.55	85,178.55	348,558.45	80.36%
4310 - POLICE	2,614,475.00	2,614,475.00	274,394.54	274,394.54	2,340,080.46	89.50%
4340 - FIRE	255,972.00	258,759.37	2,345.74	2,345.74	256,413.63	99.09%
4510 - STREETS	1,100,070.00	1,100,070.00	79,029.80	79,029.80	1,021,040.20	92.82%
4511 - POWELL BILL	155,000.00	155,000.00	0.00	0.00	155,000.00	100.00%
4710 - SANITATION	377,810.00	377,810.00	11,271.49	11,271.49	366,538.51	97.02%
4910 - PLANNING, ZONING, INSPECT	327,270.00	327,270.00	20,796.13	20,796.13	306,473.87	93.65%
4920 - ECONOMIC DEVELOPMENT	57,427.00	57,427.00	16,926.65	16,926.65	40,500.35	70.52%
6110 - LIBRARY	156,270.00	156,270.00	15,985.92	15,985.92	140,284.08	89.77%
6120 - RECREATION	632,604.00	641,216.28	61,961.87	61,961.87	579,254.41	90.34%
Expense Total:	6,834,338.00	6,926,015.10	777,762.79	777,762.79	6,148,252.31	88.77%
Fund: 10 - General Fund Surplus (Deficit):	0.00	-91,677.10	-522,747.94	-522,747.94	-431,070.84	-470.21%
Fund: 61 - Electric Fund						
Revenue						
	15,400,782.00	15,400,782.00	1,501,245.65	1,501,245.65	-13,899,536.35	90.25%
Revenue Total:	15,400,782.00	15,400,782.00	1,501,245.65	1,501,245.65	-13,899,536.35	90.25%
Expense						
7210 - ELECTRIC ADMIN/BILLING COLL	1,441,010.00	1,441,010.00	29,777.87	29,777.87	1,411,232.13	97.93%
7220 - ELECTRIC OPERATIONS	12,572,427.00	12,981,972.71	321,399.56	321,399.56	12,660,573.15	97.52%
9100 - DEBT SERVICE	178,000.00	178,000.00	157,320.00	157,320.00	20,680.00	11.62%
9700 - SPECIAL APPROPRIATION	1,209,345.00	1,209,345.00	0.00	0.00	1,209,345.00	100.00%
Expense Total:	15,400,782.00	15,810,327.71	508,497.43	508,497.43	15,301,830.28	96.78%
Fund: 61 - Electric Fund Surplus (Deficit):	0.00	-409,545.71	992,748.22	992,748.22	1,402,293.93	342.40%
Fund: 62 - Water and Sewer Fund						
Revenue						
	4,243,169.00	4,243,169.00	436,932.02	436,932.02	-3,806,236.98	89.70%
Revenue Total:	4,243,169.00	4,243,169.00	436,932.02	436,932.02	-3,806,236.98	89.70%
Expense						
7130 - WATER/SEWER OPERATIONS	3,617,252.00	3,733,503.60	245,284.57	245,284.57	3,488,219.03	93.43%
9100 - DEBT SERVICE	625,917.00	625,917.00	0.00	0.00	625,917.00	100.00%
Expense Total:	4,243,169.00	4,359,420.60	245,284.57	245,284.57	4,114,136.03	94.37%
Fund: 62 - Water and Sewer Fund Surplus (Deficit):	0.00	-116,251.60	191,647.45	191,647.45	307,899.05	264.86%
Fund: 63 - Stormwater Fund						
Revenue						
	175,000.00	175,000.00	14,340.00	14,340.00	-160,660.00	91.81%
Revenue Total:	175,000.00	175,000.00	14,340.00	14,340.00	-160,660.00	91.81%
Expense						
7501 - STORM WATER	165,000.00	165,000.00	4,800.00	4,800.00	160,200.00	97.09%

My Budget Report

For Fiscal: 2025-2026 Period Ending: 07/31/2025

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
9700 - SPECIAL APPROPRIATION	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%
Expense Total:	175,000.00	175,000.00	4,800.00	4,800.00	170,200.00	97.26%
Fund: 63 - Stormwater Fund Surplus (Deficit):	0.00	0.00	9,540.00	9,540.00	9,540.00	0.00%
Report Surplus (Deficit):	0.00	-617,474.41	671,187.73	671,187.73	1,288,662.14	208.70%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
10 - General Fund	0.00	-91,677.10	-522,747.94	-522,747.94	-431,070.84
61 - Electric Fund	0.00	-409,545.71	992,748.22	992,748.22	1,402,293.93
62 - Water and Sewer Fund	0.00	-116,251.60	191,647.45	191,647.45	307,899.05
63 - Stormwater Fund	0.00	0.00	9,540.00	9,540.00	9,540.00
Report Surplus (Deficit):	0.00	-617,474.41	671,187.73	671,187.73	1,288,662.14

MEMORANDUM

TO: SCOTT HOWARD, TOWN MANAGER

FROM: NOLA ROBERTS, TOWN PLANNER

CC: BOARD OF COMMISSIONERS

DATE: September 8, 2025

SUBJECT: PLANNING DEPARTMENT MONTHLY REPORT

- **Zoning Compliance Certificates from August 1st– August 30th**

Kara Walters – above-ground pool – 1158 Queensland Ln.
Charles Swinson – above-ground pool – 646 Second St.
Nicolas Jugganaikloo – privacy fence – 1114 Queensland Ln.
ACREW, LLC – new single-family residence – 815 Fairway Rd.
ACREW, LLC – new single-family residence – 851 Fairway Rd.
ACREW, LLC – new single-family residence – 857 Fairway Rd.
Crystal Matthews – above-ground pool – 3705 Highland Dr.
Jenna Davenport – privacy fence – 4096 Swift Creek Run
D.R. Horton, Inc. – new single-family residence – 1010 Queensland Ln.
D.R. Horton, Inc. – new single-family residence – 1004 Queensland Ln.
Jesse Phillips – church daycare – 4361 Lee St.
Ayden Mobile Estates, LLC. – setup mobile home – 4050 Iola Dr.
D.R. Horton, Inc. – new single-family residence – 1026 Queensland Ln.
Ashley Bradley – privacy fence – 1123 Queensland Ln.
Benjamin Rollins – privacy fence – 4508 Bushel Ct.
Frank Hart Trust – new single-family residence – 4061 Regina Ln.
D.R. Horton, Inc. – new single-family residence – 1025 Queensland Ln.
D.R. Horton, Inc. – new single-family residence – 1020 Queensland Ln.
Michael & Rylie Looker – privacy fence – 325 Mangrove Ct.

- **The following Code Enforcement activities took place from August 1st– August 30th**

Address	Violation	Action Taken
4111 New Circle Dr	Grass	Sent letter
4387 East Ave	Grass	Sent letter
New Circle Dr	Rooster Crowing	Investigated/ Sent Letter
Vacant fields on Blount St.	Grass	Sent letter
3840 Robin Rd.	Junk car	Sent letter
495 Second St.	Unpermitted sign	Called building owner
301 Third St.	Grass	Sent letter
329 Jackson St.	Demolition	Sent letter

Provided safety training for new hire.

MEMORANDUM

TO: STEPHEN SMITH, INTERM TOWN MANAGER

FROM: RACHELLE MONDOVICH, LIBRARY DIRECTOR

CC: BOARD OF COMMISSIONERS

DATE: Sept 2, 2025

SUBJECT: AYDEN LIBRARY JULY/AUG MONTHLY REPORT

- Summer reading program started June 23, 2025; SRP goes thru until August 12th.
- Held two children craft sessions a week for 7 weeks total for the SRP.
- Held a Storytime each week for 7 weeks for SRP.
- Held the SRP celebration party on August 12th at the community building.
- National Mutt Day celebration was held July 31, 2025, with Pitt Friends – did doggie craft, had coloring pages, along with adoptable dogs on the front porch to play with and potentially adopt.
- Held one senior outreach program in July and two in Aug.
- Attended July Safety meeting – July 8th.
- Meeting with all three school librarians in July to collaborate with the schools and the summer reading program.
- Boxed up books for the book sale.
- Restocked the Little Free Libraries in both parks.
- Library board meeting was held July 22, 2025.
- Held Reading Club meeting on July 3rd and Aug 7th.
- Webinar: Lib Pas Data input
- Working on State reports.
- Had meeting with Lynda Reynolds from the State Library from NC and gave her a tour of our library.

LIBRARY CIRCULATION REPORT JULY 2025

ADULT FICTION.....236 (296)
ADULT NON-FICTION.....14 (20)

ADULT TOTAL.....250 (316)

JUVENILE FICTION.....387 (579)
JUVENILE NON-FICTION.....122 (184)

JUVENILE TOTAL.....509 (763)

BOOK TOTAL.....759 (1079)

EBOOKS

ADULT FICTION.....193 (215)
ADULT NON-FICTION.....98 (40)

ADULT TOTAL.....291 (255)

JUVENILE FICTION.....34 (37)
JUVENILE NON-FICTION.....06 (00)

JUVENILE TOTAL.....40 (37)

EBOOK TOTAL.....331 (292)

GRAND TOTAL.....1090 (1371)

LIBRARY PATRONS.....983 (1147)

INTENET USERS.....173 (242)

WI-FI USERS.....62 (60)

NEW LIBRARY PATRONS.....38 (38)

REFERENCE QUESTIONS.....24 (31)

COMPUTER HELP.....38 (36)

Last year's numbers are in parenthesis.

LIBRARY CIRCULATION REPORT

August 2025

ADULT FICTION.....220 (258)

ADULT NON-FICTION.....22 (08)

.

ADULT TOTAL.....242 (266)

JUVENILE FICTION.....289 (254)

JUVENILE NON-FICTION.....60 (77)

JUVENILE TOTAL.....349 (331)**BOOK TOTAL.....591 (597)****EBOOKS**

ADULT FICTION.....218 (234)

ADULT NON-FICTION.....63 (36)

.

ADULT TOTAL.....281 (270)

JUVENILE FICTION.....47 (36)

JUVENILE NON-FICTION.....06 (05)

JUVENILE TOTAL.....53 (41)**EBOOK TOTAL.....334 (311)****GRAND TOTAL.....925 (908)**

LIBRARY PATRONS.....664 (715)

INTENET USERS.....122 (222)

WI-FI USERS.....57 (48)

NEW LIBRARY PATRONS.....17 (20)

REFERENCE QUESTIONS.....38 (37)

COMPUTER HELP.....57 (36)

Last year's numbers are in parenthesis



Town of Ayden North Carolina

Governing Board of Ayden
Meeting Date: September 8, 2025
Meeting Time: 6:30 PM

Agenda Item

Pursuant to G.S. 143-318.11. (a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Item Explanation

Staff Comments

Action Requested