



City of Trinity
CITY COUNCIL MEETING

January 12, 2026 at 6:30 PM

Trinity City Hall Annex

AGENDA

NCGS § 143-318.17 Disruption of official meetings

A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.

(1919, c. 655, s 1; 1993, c. 539, s. 1028; 1994, Ex. Sess., c. s. 14 (c).)

Action may be taken on agenda items and other issues discussed during the meeting

1. **Call to Order; Welcome Guests and Visitors**
2. **Pledge of Allegiance and Invocation**
3. **Review, amend if needed, and approve Proposed Regular Agenda**
4. **Public Comment Period**
5. **Consent Agenda Items**
 - [a.](#) **Approval of Regular Meeting Minutes of December 8, 2025**
 - [b.](#) **Finance Director's City of Trinity Financial Statements** (*Finance Director Crystal Postell*)
 - [c.](#) **Resolution 26 - 02: Revise the Bank Signatories** (*Finance Director Crystal Postell*)
6. **Old Business**
 - a. **Council Action Requesting the removal of structure located at Rockford Dr. per NCGS 160D-1203** (*Eric Clem, SCEI Minimum Housing and Non-Residential Specialist*)
7. **New Business**
 - a. **Financial Audit 2024 - 2025** (*Monty Pendry, Gibson & Company*)

b. Text Amendments to the City of Trinity Land Management Ordinance to comply with recently passed North Carolina General Statutes (*Planning Director Jill Wood*)

c. Discussion of Workshop Retreat Dates

8. Mayor, Council and City Manager Updates

9. Adjournment



City of Trinity
CITY COUNCIL MEETING

December 08, 2025
Trinity City Hall Annex

MINUTES

PRESENT

Mayor Richard McNabb
Mayor Pro-Tem Robbie Walker
Councilmember Ed Lohr
Councilmember Debbie Jacky
Councilmember Paul Welborn
Councilmember Barry Allison

OTHERS PRESENT

Interim City Manager John Ogburn
City Clerk Darien Comer
Public Services Director Rodney Johnson
Planning Director Jill Wood
Attorney Bob Wilhoit
Sgt. Vincent Sanders

1. Mayor McNabb called the meeting to order and welcomed guest.
2. Mayor McNabb led those in attendance in the Pledge of Allegiance and Councilmember Welborn gave the Invocation.
3. **Review, amend if needed, and approve Proposed Regular Agenda**

Motion made by Mayor Pro-Tem Walker, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

4. Public Comment Period

No comments

5. Consent Agenda Items

- a. **Approval of Special Called Closed Session Meeting Minutes of November 4, 2025**

- b. **Approval of Regular Meeting Minutes of November 10, 2025**
- c. **Approval of Closed Session Meeting Minutes of November 10, 2025**
- d. **Finance Director's City of Trinity Financial Statements**
- e. **Approval of the City Council Meeting Schedule for 2026**
- f. **Approval of the Holiday Schedule for 2026**
- g. **Approval of the Jacob Carroll Pick Up Schedule for 2026**
- h. **Approval of a Right of Way Easement Quitclaim Deed from the City of Trinity to Town of Ramseur due to a scrivener's error.**

Motion made by Councilmember Welborn, Seconded by Councilmember Allison.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

6. Randolph County Tourism Development Authority Annual Report for year-ending 2024

- a. **Annual Report 2024**

Annette Cagle, the Director of Visitor Services and Information, was present and shared with the Council the Annual Report for 2024.

7. Update on Street Paving

Rick Austin with Abbotts Creek engineering, presented the Council with an update on the City Streets that were resurfaced. The streets resurfaced were located in Colonial Village, Stone Gables, parts of Piper Village (curb and guttering) Bellawood, Bordeaux and Chateau. The cost of resurfacing for this calendar year was around a half million dollars. Some streets will be in need of crack pouring and patching in the next budget year.

8. Manager Report on Utilities Regionalization Meeting

Interim City Manager John Ogburn informed the Council with an information update regarding regional wastewater planning and future infrastructure needs.

Staff noted that regional maintenance discussions have begun, with the City Manager and Mayor McNabb attending a recent related meeting. Council was advised that additional information will be presented in future years as planning continues.

It was explained that the City's wastewater currently flows entirely to the Thomasville treatment plant, but in the future will be divided between two facilities. Thomasville and High Point's Westside plant. High Point is a participant in the regionalization effort.

Council was informed that construction of a new wastewater treatment plant would likely be 12 to 15 years away. The projected cost of such a facility is approximately \$1.3 billion in today's dollars, with costs expected to increase significantly over the next 10 to 12 years.

This item was presented for informational purpose only. No action was taken.

9. Merry Christmas and Happy New Year! City Hall will be closed December 24th, 25th, 26th and January 1st.

10. Adjournment

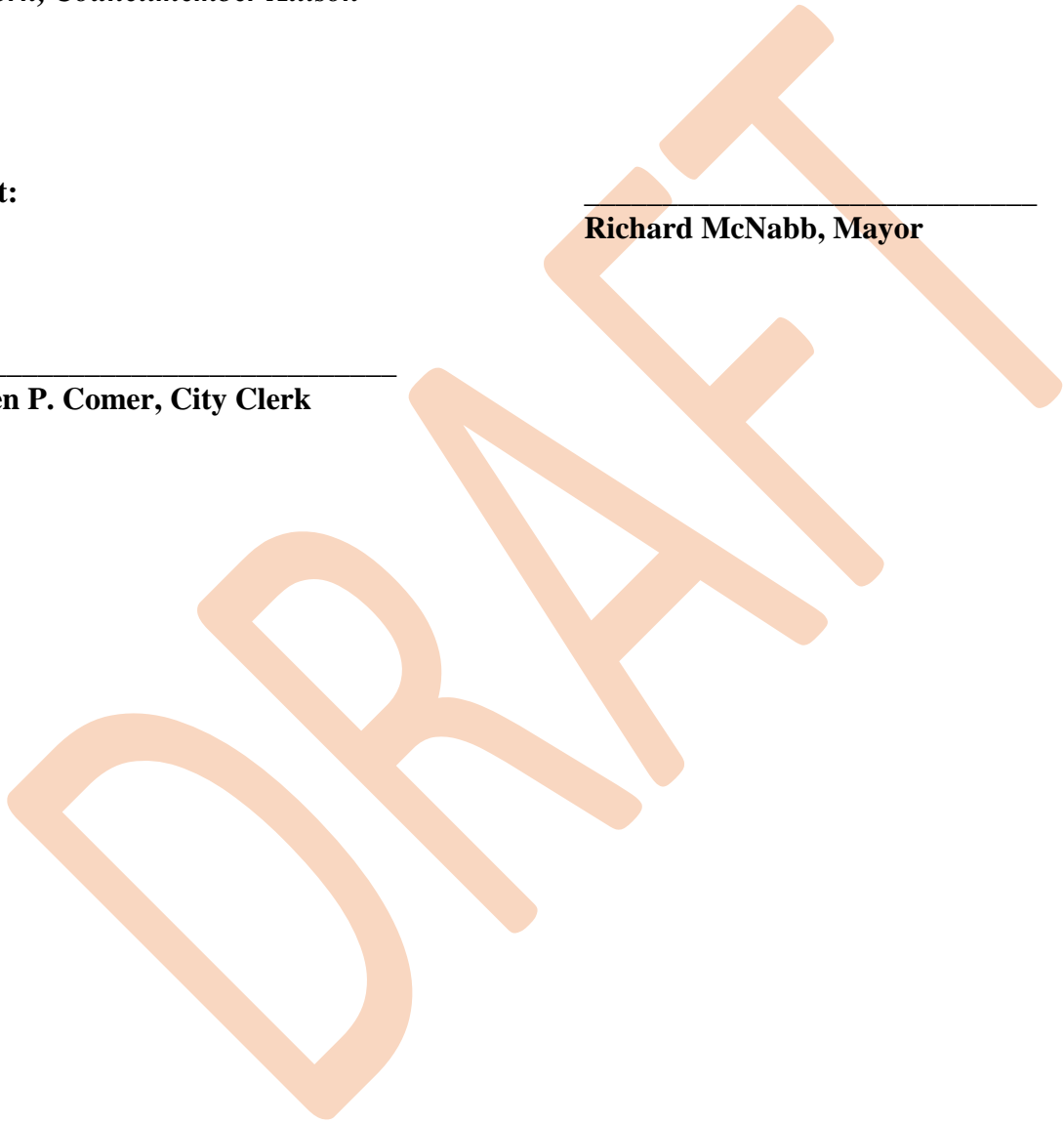
Motion made by Mayor Pro-Tem Walker, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Attest:

Richard McNabb, Mayor

Darien P. Comer, City Clerk





CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 01/06/2025

Department: Finance Department

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

December 2025 Financial Statement Review

SUMMARY

The Finance Department remains committed to safeguarding the fiscal integrity of the City of Trinity through diligent oversight and responsible management of municipal assets and resources. We continue to uphold the standards set forth by Generally Accepted Accounting Principles (GAAP) and City regulations to ensure transparency, accountability, and financial stewardship.

In accordance with these principles, the Finance Department is pleased to present the City's monthly financial statements for December 2025. These statements provide a comprehensive overview of the City's financial position and operational performance, enabling informed decision-making and long-term planning.

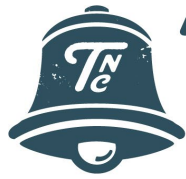
RECOMMENDED ACTION

No recommendation needed

ATTACHMENTS

Budget vs Actual Statements for General Fund and Sewer Fund

Investment Portfolio – Quarter Review

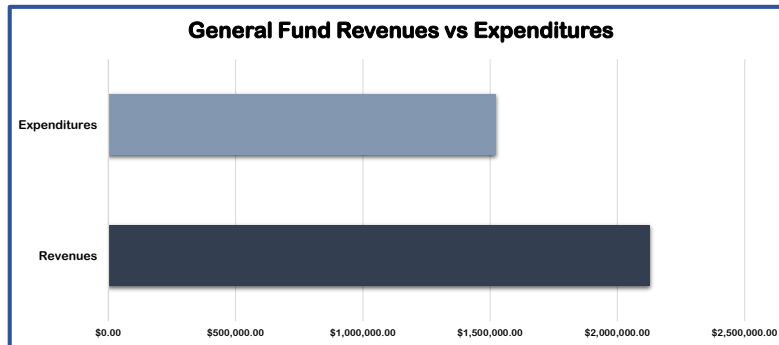


TRINITY

NORTH CAROLINA

General Fund Budget vs Actual Statement Ending on December 31, 2025

	Budget	Actual	Variance	
REVENUES				
Powell Bill	\$ 210,450.00	\$ 206,458.76	\$ (3,991.24)	98%
Ad Valorem/ Vehicle Tax	\$ 1,117,205.00	\$ 787,337.23	\$ (329,867.77)	70%
Sales and Use Tax	\$ 2,021,200.00	\$ 723,427.75	\$ (1,297,772.25)	36%
Solid Waste	\$ 514,800.00	\$ 279,582.04	\$ (235,217.96)	54%
Other Taxes	\$ 331,100.00	\$ 1,415.39	\$ (329,684.61)	0%
Investment Earnings	\$ 230,400.00	\$ 122,225.92	\$ (108,174.08)	53%
Other Revenues	\$ 41,685.00	\$ 5,806.84	\$ (35,878.16)	14%
	\$ 4,466,840.00	\$ 2,126,253.93	\$ (2,340,586.07)	48%
EXPENDITURES				
Administration	\$ 64,900.00	\$ 24,045.74	\$ 40,854.26	37%
Finance	\$ 465,236.00	\$ 210,676.48	\$ 254,559.52	45%
Planning/Zoning	\$ 389,615.00	\$ 143,292.17	\$ 246,322.83	37%
Public Buildings	\$ 447,220.00	\$ 149,390.86	\$ 297,829.14	33%
Animal Control	\$ 65,550.00	\$ 43,708.82	\$ 21,841.18	67%
Public Safety	\$ 35,990.00	\$ 17,994.87	\$ 17,995.13	50%
Powell Bill	\$ 853,875.00	\$ 187,657.95	\$ 666,217.05	22%
Street	\$ 310,500.00	\$ 249,308.92	\$ 61,191.08	80%
Stormwater	\$ 204,500.00	\$ 90,992.73	\$ 113,507.27	44%
Sanitation	\$ 289,620.00	\$ 114,178.93	\$ 175,441.07	39%
Economic Development	\$ 593,700.00	\$ 222,258.77	\$ 371,441.23	37%
General Fund Transfers-Sale Tax W/S	\$ 28,600.00	\$ 14,180.72	\$ 14,419.28	50%
Special Appropriation/Allocations	\$ 618,588.00	\$ -	\$ 618,588.00	0%
	\$ 98,946.00	\$ 53,316.00	\$ 45,630.00	54%
	\$ 4,466,840.00	\$ 1,521,002.96	\$ 2,945,837.04	34%
Surplus / (Deficit)		\$ 605,250.97		

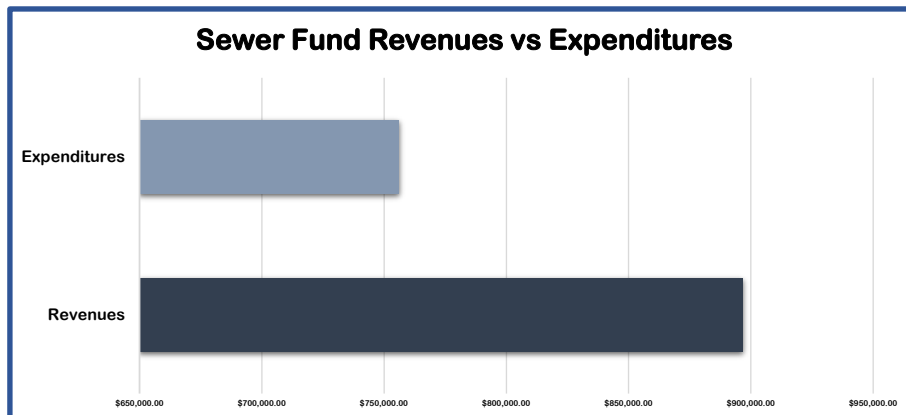


Note: The City of Trinity has collected approximately 48% of its projected budgeted revenues to date. In comparison, operational departments have expended about 34% of their total projected annual budgets. At present, this reflects an estimated surplus of \$605,250.97



**Sewer Fund
Budget vs Actual Statement
Ending on December 31, 2025**

	<u>Budget</u>	<u>Actual</u>	<u>Variances</u>	
REVENUES				
Sewer Billing	\$ 1,756,800.00	\$ 885,629.27	\$ (871,170.73)	50%
Sewer Tap Fees	\$ 3,750.00	\$ 75.00	\$ (3,675.00)	2%
Investment Earnings	\$ 18,000.00	\$ 11,135.41	\$ (6,864.59)	62%
Transfer In- Sewer Capacity	\$ 375,000.00	\$ -	\$ (375,000.00)	0%
G.O. Bonds Debt Service Transfer In	\$ 618,558.00	\$ -	\$ (618,558.00)	0%
Other Revenues	\$ 259,900.00	\$ -	\$ (259,900.00)	0%
	<u>\$ 3,032,008.00</u>	<u>\$ 896,839.68</u>	<u>\$ (2,135,168.32)</u>	30%
EXPENDITURES				
Sewer	\$ 3,032,008.00	\$ 755,973.79	\$ 2,276,034.21	25%
	<u>\$ 3,032,008.00</u>	<u>\$ 755,973.79</u>	<u>\$ 2,276,034.21</u>	25%
Surplus / (Deficit)		<u>\$ 140,865.89</u>		



Note: The City of Trinity has collected approximately 30% of its projected budgeted revenues to date. Operational departments have expended about 25% of their total projected annual budgets. At present, the City reflects an estimated surplus of \$140,865.89 within the Sewer Fund.

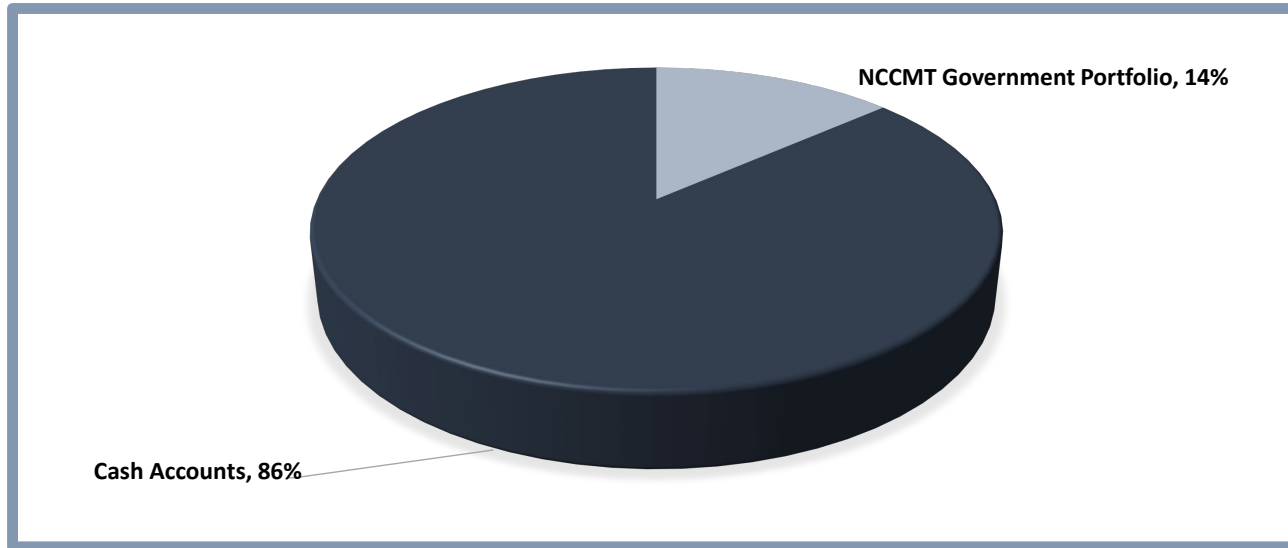


TRINITY

NORTH CAROLINA

Portfolio Reporting Summary By Type Wednesday, December 31, 2025

Security Type	Number of Accounts	Par Value	Market Value	Percentage of Portfolio	Average YTM	Average Days to Maturity
NCCMT Government Portfolio	2	\$ 1,917,357.76	\$ 1,917,357.76	14%	3.71%	1
Cash Accounts	11	\$ 12,253,701.04	\$ 12,253,701.04	86%	1.25%	1

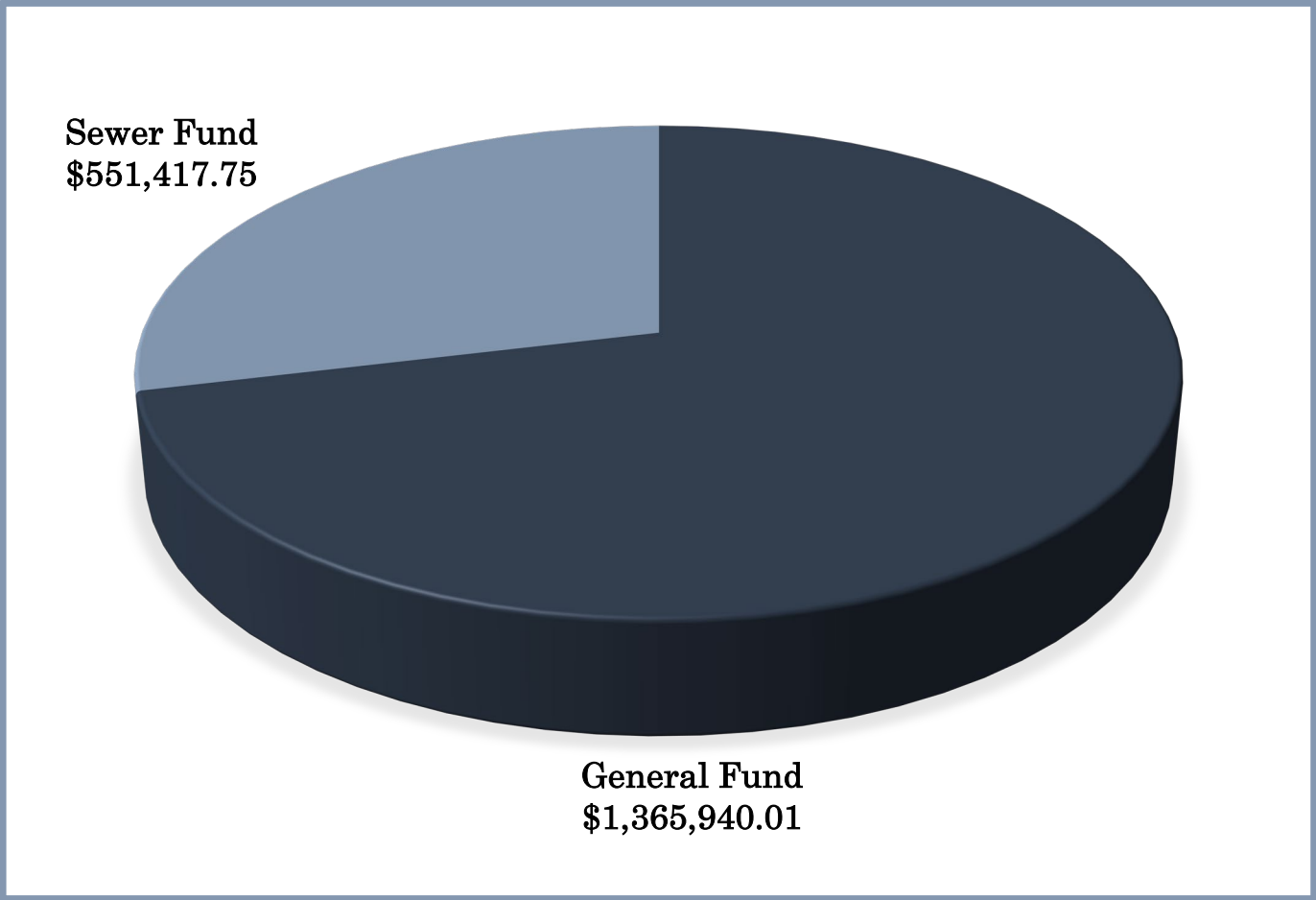


Note: Average YTM which is known as "Yield to Maturity" refers to the total return anticipated on a security type, if the security type is held until it matures. There is only (10) ten cash accounts that are interest bearing. Those cash accounts total \$12,253,701.04, which is about 88% of total cash accounts.

NCCMT Investment Portfolio Market Value

as of

December 31, 2025



Sewer Fund

Principal Balance	\$ 546,028.54
Investment Earnings	\$ 5,389.21
Grand Total	<u>\$ 551,417.75</u>

General Fund

Principal Balance	\$ 1,352,590.18
Investment Earnings	\$ 13,349.83
Grand Total	<u>\$ 1,365,940.01</u>



4th Quarter of Calendar Year 2025



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 01/06/2025

Department: Finance Department

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

Resolution 26 – 02: Revise the Bank Signatories

SUMMARY

Pursuant to N.C.G.S. § 159-25, the City of Trinity must maintain dual signatures on all checks at all times as a required internal control. Each check must bear the signature of the appointed Finance Director and one additional authorized individual to ensure adequate segregation of duties and safeguard public funds.

The following individuals are hereby authorized to sign checks, drafts, and other orders for the payment of money, and to conduct other banking transactions on behalf of the City of Trinity with First Bank, Pinnacle, and the North Carolina Capital Management Trust.

- **Crystal Postell, Finance Director**
- **Michael Burroughs, City Manager**
- **Richard McNabb, Mayor**
- **Lisa Beam, Payroll Administrator** *(optional, if needed)*

RECOMMENDED ACTION

Staff recommends that the Trinity City Council approves and adopts Resolution 26 – 02.

ATTACHMENTS

Resolution 26 – 02



RESOLUTION FOR THE CITY OF TRINITY TO CHANGE BANK SIGNATORIES

RESOLUTION 26 - 02

WHEREAS, the City of Trinity, North Carolina maintains bank accounts with First Bank, Pinnacle, and North Carolina Capital Management Trust and

WHEREAS, it is necessary to update the authorized signatories for the City’s bank accounts due to changes in staffing or responsibilities;

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Trinity, North Carolina, that:

1. The following individuals are hereby **authorized to sign checks, drafts, and other orders** for the payment of money, and to **conduct other banking business** on behalf of the City of Trinity with First Bank, Pinnacle, and North Carolina Capital Management Trust
 - o **Crystal Postell, Finance Director**
 - o **Michael Burroughs, City Manager**
 - o **Richard McNabb, Mayor**
 - o **Lisa Beam, Payroll Administrator** *(optional, if needed)*
2. First Bank is hereby authorized to rely on this resolution until it receives written notice of any changes by the City of Trinity
3. This resolution shall be effective upon adoption and shall remain in force until rescinded or amended by the City Council.

BE IT FURTHER RESOLVED, copies of this Resolution shall be furnished to the City Clerk, the City Manager, and the Finance Director to be kept on file by them for their direction in the disbursement of funds.

Adopted this 12th day of January 2026

SEAL

Richard McNabb, Mayor

Darien Comer, City Clerk



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 1/12/2026

Prepared By: Jill Wood, Planning Director

Contact Information: 336-431-2841/planning@trinity-nc.gov

AGENDA ITEM TITLE

Text Amendments to the City of Trinity Land Management Ordinance to comply with recently passed North Carolina General Statutes.

SUMMARY

The General Assembly have passed SL 2024-45 and SL 2024-57 recently. Both of these Legislative Bills affect Planning and Development Regulations.

RECOMMENDED ACTION

The Staff has reviewed the amendments and advised the Planning Board to recommend that the City Council approve these amendments to bring City Development Regulations into compliance with State Law.

The Planning Board met on November 24, 2025, and voted unanimously to recommend that the City Council **approve** the proposed amendments as presented.

ATTACHMENTS

- Proposed Amendments

Proposed Amendments to the City of Trinity Land Management Ordinance.

Text to be added is represented in red. Text to be deleted is represented by strike-through.

1. SL 2024-45. Revise Article 6 Sec. 6.1.K. Nonconformities as follows:

1. Nonconformities.
 1. Signs not meeting the standards of Section 6.1 that were in place prior to the incorporation of the City of Trinity in 1997 shall be considered nonconforming.
 2. Minor repairs and maintenance of nonconforming signs, sign as repainting and electrical repairs, shall be permitted.
 3. A nonconforming sign may only be replaced by a conforming sign. However, the substitution or replacement of panels used in cabinet-type signs, or the replacement of similar demountable materials on nonconforming signs shall be permitted.
 4. Lawfully erected on-premises signs may be relocated or reconstructed on the same parcel if:
 - a. The sign complies with the rules that applied when it was originally constructed;
 - b. The "total advertising surface area" of the sign does not increase; and,
 - c. Any relocation construction work begins within twenty-four months of the sign's removal. If the parties disagree as to whether a sign was lawfully erected, the local government has the burden of proving that it was not.

2. SL 2024-57. Revise Article 4 Sec. 4.3.A. Down-Zoning as follows:

- A. Down-Zoning

No amendment to zoning regulations or a zoning map that down-zones property shall be ~~initiated nor is it enforceable~~ initiated, enacted, or enforced without the written consent of all property owners whose property is the subject of the down-zoning amendment. ~~unless the down-zoning amendment is initiated by the City of Trinity.~~ For purposes of this Section, "down-zoning" means a zoning amendment that affects an area of land in one of the following ways:

1. By decreasing the development density of the land to be less dense than was allowed under its previous usage.
2. By reducing the permitted uses of the land that are specified in a zoning amendment or land development regulation to fewer uses than were allowed under its previous usage.
3. By creating any type of nonconformity on land not in a residential zoning district, including a nonconforming use, nonconforming lot, nonconforming structure, nonconforming improvement, or nonconforming site element."

3. SL 2025-94. Remove Article 4 Sec. 4.3.G. as follows:

~~G. Resubmission of Application~~

~~Should a petition for the amendment of these regulations and/or maps be denied by action of the City Council, the applicant may resubmit an application for rezoning for the same tract or parcel within the same calendar year so long as the Planning Director determines that the request for rezoning is substantially dissimilar to the original request denied by the City~~

~~Council. Should the second request be denied by the City Council, the applicant must withhold all petitions for rezoning said tract or parcel for a period of twelve (12) months from the date of the second denial~~