

# Kinston City Council

## AGENDA

### TUESDAY, FEBRUARY 3, 2026

Regular Meeting at 5:30 pm



**Mayor Kareem S. Moore**  
**Mayor Pro Tem Felicia Solomon**

#### Councilmembers

**Sammy Aiken**  
**Antonio Hardy**  
**Les Lipford**  
**Barbara Seaforth**

**Agenda**  
Kinston City Council  
City Hall · 207 East King Street  
Tuesday, February 3, 2026  
Regular Meeting at 5:30 pm

**This meeting will be held in person and live-streamed on  
YouTube Channel:@thecityofkinston  
Available for viewing on KTV, the local government channel 2**

**REGULAR MEETING**

Call to Order ----- Mayor Kareem S. Moore

Prayer----- Pastor John Flowers  
Church of Faith and Deliverance

Pledge of Allegiance

Council Members' Roll Call

**CITIZEN COMMENT**

Citizens must sign in before the start of the meeting if they wish to address the City Council.  
Citizens should state their name and address before beginning their comments and may speak up for a maximum of 3 minutes.  
Citizens seeking assistance or asking questions will be contacted by a member of the Governing Body or by appropriate City Staff

Adoption of the Agenda

*If a Councilmember wishes to revise the agenda, the Motion to add or delete an item will be entertained  
before the Adoption of the Agenda.*

Motion/Second

**MINUTES**

Consider approval of the minutes of the City Council meeting held on January 20, 2026 ----- Debra  
Thompson

Motion/Second

**PRESENTATIONS/RECOGNITIONS**

1. ARTbeat, LLC Mobile Platform Designed to Map & Promote Public Art and Local Artists, Driving  
Downtown Foot Traffic, Tourists, and Small Businesses Across Kinston-----Kristy Kelly
2. 2025 KPD Annual Report-----Chief Goyette

**ACTION AGENDA**

1. Special Events Permit, Kinston Teens Sunday Dinner -----Chief Goyette  
Motion/Second

2. Consider Approval of Amendment 1 to the Engineering Services Agreement with the Wooten Company in the Amount of \$104,500 to Perform Engineering Services for the Herritage Street Stormwater Improvement Project----- Steve Miller  
**Motion/Second**

3. Consider Approval of a Request for Sewer Service to Properties in the ETJ at 1697 U.S. Hwy 258 South and 109 Old Second Street-----Steve Miller  
**Motion/Second**

**INFORMATION ONLY**

1. Consider Streets to be included in FY2025-26 Street Resurfacing Project-----Steve Miller
2. FY2026-2027 Proposed Budget Calendar-----Donna Goodson
3. Kinston/Lenoir County Recreation Summer Jobs Update-----Scott Alston

**CITY MANAGER'S REPORT****CITY ATTORNEY'S REPORT****MAYOR AND COUNCILMEMBER REPORTS****CLOSED SESSION****ADJOURNMENT**

# City of Kinston

## City Council Agenda



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section: Presentations/Recognitions**

**Item Request:** Information Only

### Agenda Item to be Considered

**Presenter:** Kristy Kelly

**Subject:** ARTbeat, LLC – Mobile platform designed to map and promote public art and local artists—driving downtown foot traffic, tourism, and small-business visibility across Kinston.

**Action Requested:** None

**Supporting Documentation:** No

Department Head's Approval \_\_\_\_\_

City Manager's Approval \_\_\_\_\_

**Budgetary Impact:**  None  Budgeted  Needs Budget Ordinance

**Staff Recommendation:**

**City of Kinston**  
**City Council Agenda**



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section: Presentations/Recognitions**

**Item Request: Information Only**

**Agenda Item to be Considered**

**Presenter: Keith Goyette, Police Chief**

**Subject: 2025 KPD Annual Report**

**Action Requested: None**

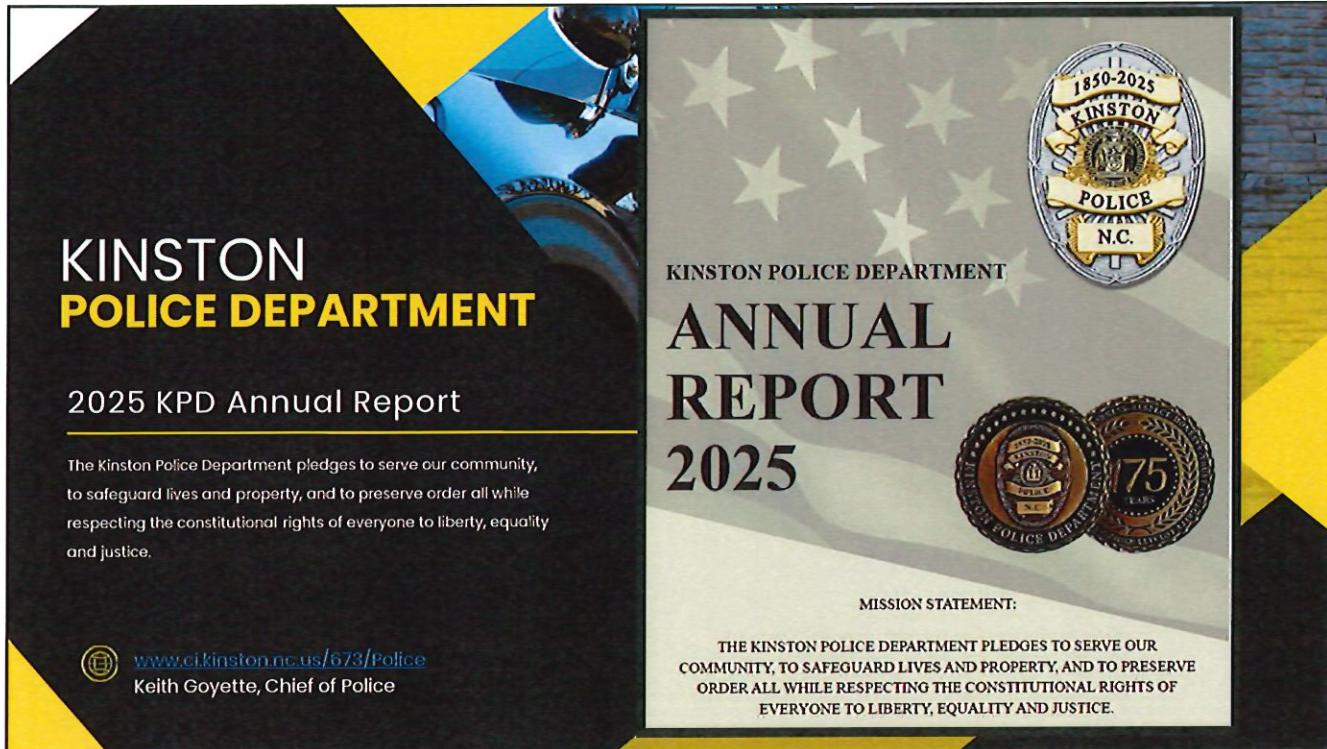
**Supporting Documentation: KPD Memorandum, 2025 KPD Annual Report, Power Point Presentation**

**Department Head's Approval**

**City Manager's Approval**

**Budgetary Impact:**  **None**  **Budgeted**  **Needs Budget Ordinance**

**Staff Recommendation:**



**KINSTON  
POLICE DEPARTMENT**

**2025 KPD Annual Report**

The Kinston Police Department pledges to serve our community, to safeguard lives and property, and to preserve order all while respecting the constitutional rights of everyone to liberty, equality and justice.

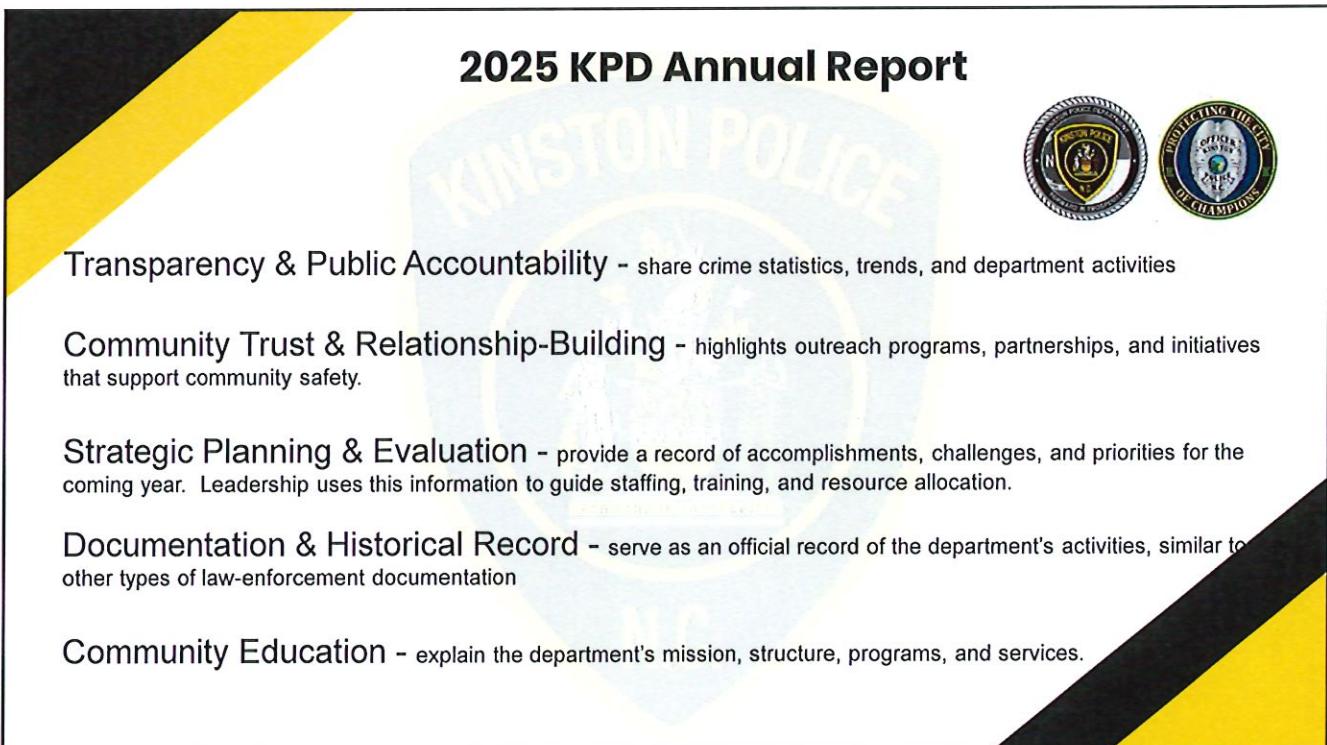
 [www.ci.kinston.nc.us/673/Police](http://www.ci.kinston.nc.us/673/Police)  
Keith Goyette, Chief of Police

**KINSTON POLICE DEPARTMENT  
ANNUAL REPORT  
2025**

**KINSTON POLICE N.C.**

**MISSION STATEMENT:**

THE KINSTON POLICE DEPARTMENT PLEDGES TO SERVE OUR COMMUNITY, TO SAFEGUARD LIVES AND PROPERTY, AND TO PRESERVE ORDER ALL WHILE RESPECTING THE CONSTITUTIONAL RIGHTS OF EVERYONE TO LIBERTY, EQUALITY AND JUSTICE.



**2025 KPD Annual Report**

**Transparency & Public Accountability** - share crime statistics, trends, and department activities

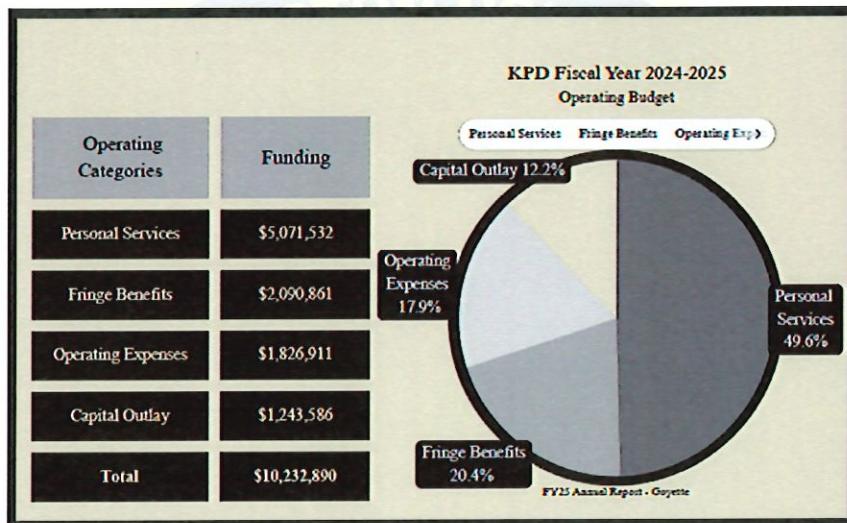
**Community Trust & Relationship-Building** - highlights outreach programs, partnerships, and initiatives that support community safety.

**Strategic Planning & Evaluation** - provide a record of accomplishments, challenges, and priorities for the coming year. Leadership uses this information to guide staffing, training, and resource allocation.

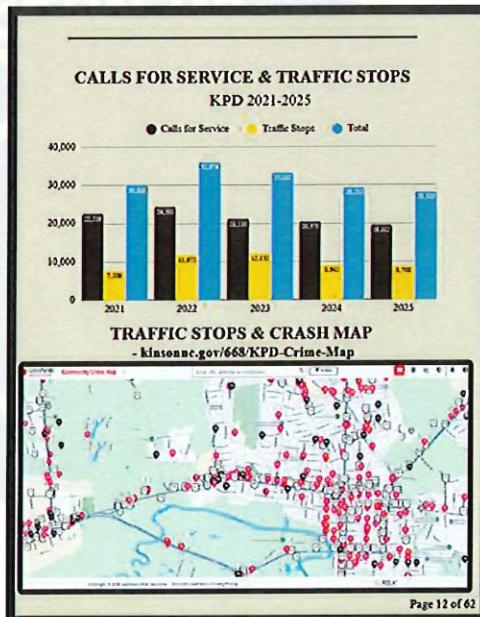
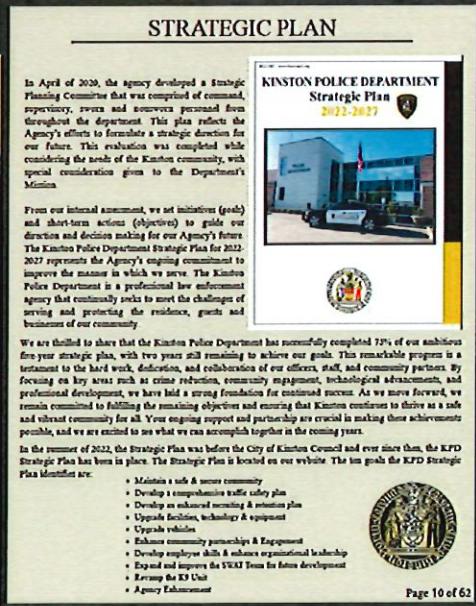
**Documentation & Historical Record** - serve as an official record of the department's activities, similar to other types of law-enforcement documentation

**Community Education** - explain the department's mission, structure, programs, and services.

## 2025 KPD Annual Report



## 2025 KPD Annual Report



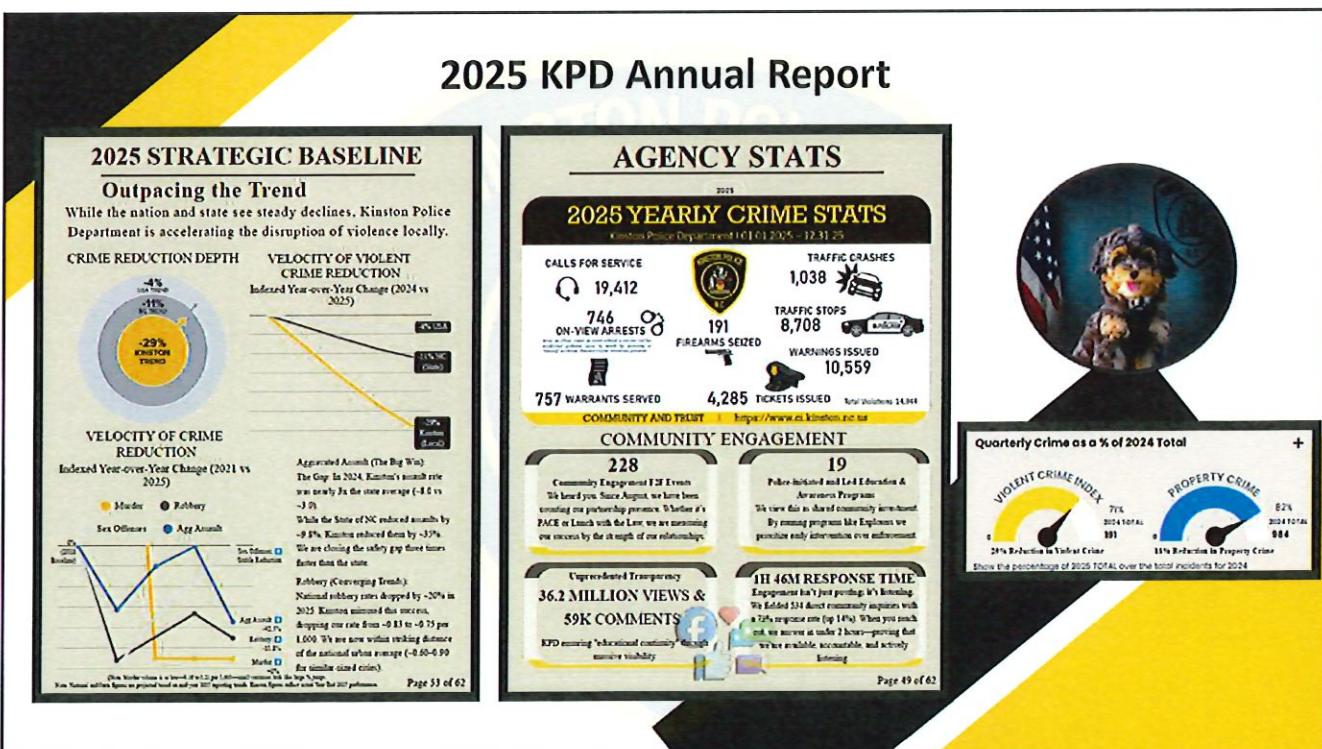
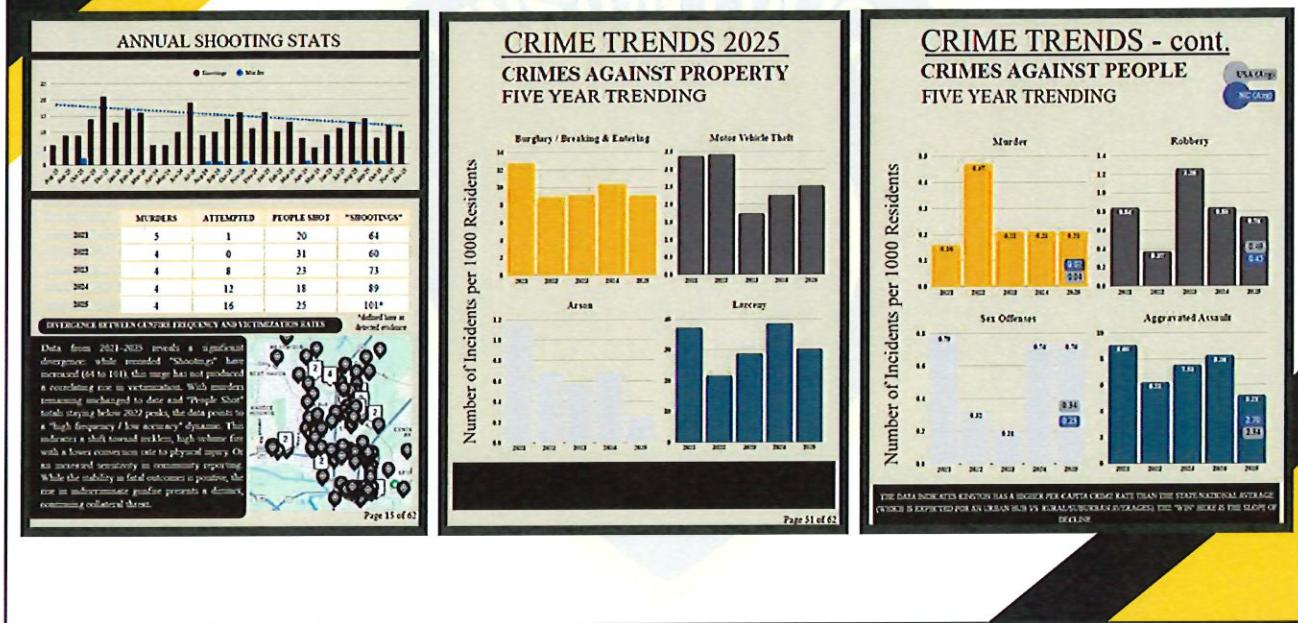
Calls for service: 19,412  
 • Down 958

Traffic Stops: 8,708  
 • Down 237

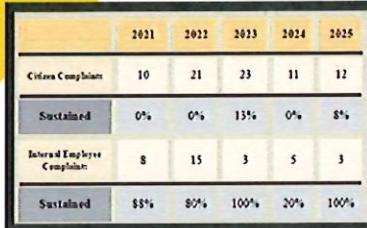
Total: 28,120  
 • Down 1,195



## 2025 KPD Annual Report



2025 KPD Annual Report

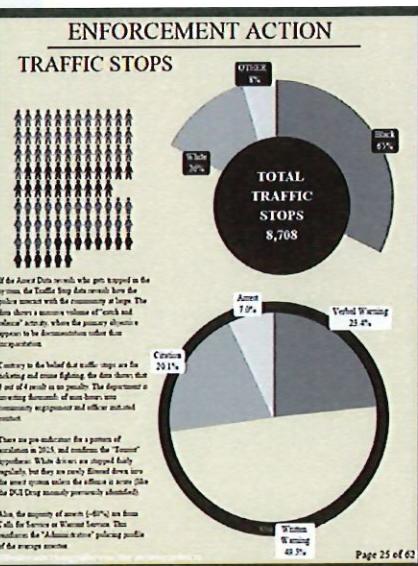
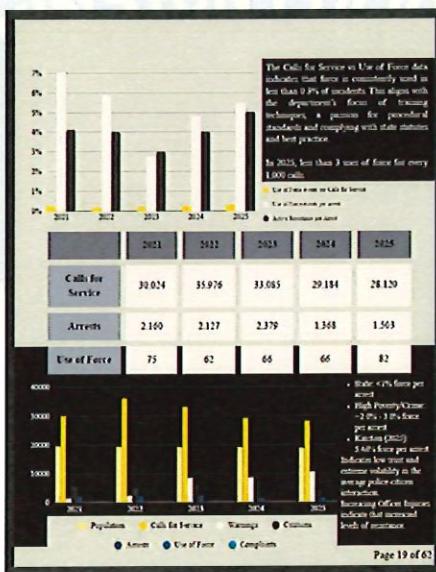


Total Calls for service: 28,120

Arrests: 1,503  
• Up 135

### Response to Resistance: 82

Force used = .03% per interaction



## 2025 KPD Annual Report

## ACCREDITATION

In 2015, the agency will continue working toward dual-moderate accreditation with the Commission on Accreditation for Law Enforcement Agencies (CALEA) and the North Central Law Enforcement Accreditation Association (NCLEA). The dual accreditation process is a significant milestone for our agency, demonstrating our commitment to upholding the highest standards in law enforcement practice. Our new Accreditation Manager, who started in May, has already begun collaborating closely with CALEA and the NCLEA to streamline and enhance the accreditation process.

Checklist				
Item	Status	Owner	Due Date	Notes
NCLEA Std & Policies	Completed	A	30 Nov 2025	
NCLEA Proofs	In progress	A	31 Jan 2026	
NCLEA Mock Assessment	Under review	A	04 Mar 2026	
NCLEA Audit	Not started	A	29 May 2026	
CALEA Std & Policies	Completed	A	24 Dec 2025	
CALEA Proofs	In progress	A	09 Jun 2026	
CALEA Mock Assessment	Not started	A	01	
CALEA Audit	Not started	A	01	

## TRAINING DIVISION

OVER 6,000 HOURS OF FIELD TRAINING

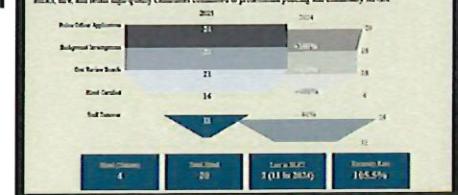
**OVER 7,000 HOURS OF TRAINING**

## RECRUITMENT AND RETENTION

In 2015, KPD ACHIEVED A 100% REPLENISHMENT RATE, MEANING WE NOT ONLY REPLACED DEPARTING PERSONNEL BUT SUCCESSFULLY FILLED CRITICAL VACANCIES, CLOSING THE STAFFING GAP BY 51%.

Effective recruitment, hiring, and retention of qualified law enforcement personnel are essential to maintaining a safe and thriving community. The Kansas Police Department recognizes that a diverse and inclusive workforce that reflects the community it serves enhances public trust, collaboration, and operational transparency.

The Kansas Police Department continues to work in partnership with the City of Kansas Human Resources Department and utilizes multiple recruitment sources to strengthen its hiring and selection processes. Through the implementation of new initiatives, policy enhancements, and best practices, the department is pursuing innovative strategies designed to attract, hire, and retain high quality candidates committed to professional policing and community service.



## 2025 KPD Annual Report

### Promotions

CAPTAIN J. WALKER      CAPTAIN J. BEST

SERGEANT J. WILLIAMS      SERGEANT L. MILLER

### 2025 OFFICERS OF THE MONTH

A. Gomez      C. Wilkins      J. McDevitt  
 D. Bruley      W. Thompson      E. Shubert  
 A. Gomez      T. Fuller      J. Hachett  
 J. Benjamin      M. Peal      I. Nnamdi

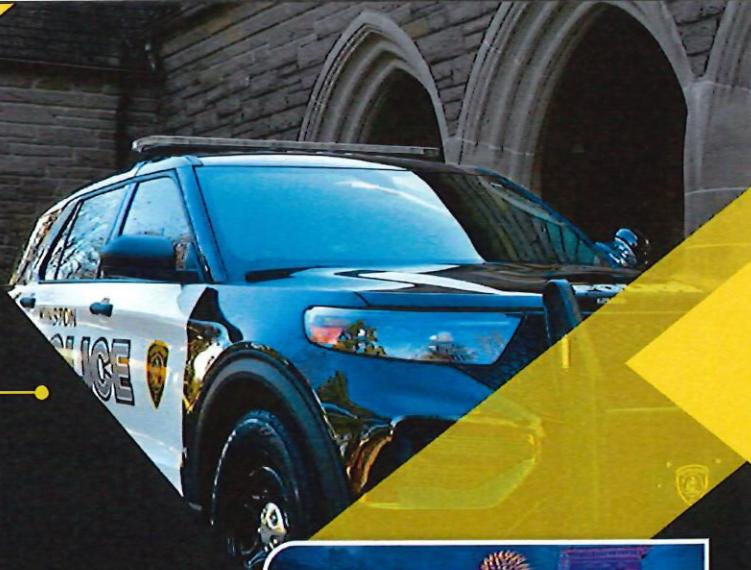
### 2025 Kinston Police Department Awards

Brickie of the Year: Officer J. Walker  
 Director of the Year: Captain A. Williams  
 Officer of the Year: Captain J. McDevitt  
 Inspector of the Year: Captain J. Best  
 Distinguished Service: Sergeant J. Bruley  
 Distinguished Service: Captain D. Shubert  
 Meritorious Police Duty: Officer T. Fuller  
 Outstanding Manager: Captain J. Nnamdi  
 Susan T. Walk Award: Captain D. Bruley  
 Sgt. House Santa Tastic Award: Officer B. Davis  
 Cruiser for Most: Captain A. Williams  
 Cruiser for Most: Captain J. McDevitt  
 Crime Commander: Amanda Davis  
 Crime Commander: Kristin Davis  
 Distinguished Unit Award: Kinston Police Department

 Kinston Police Department

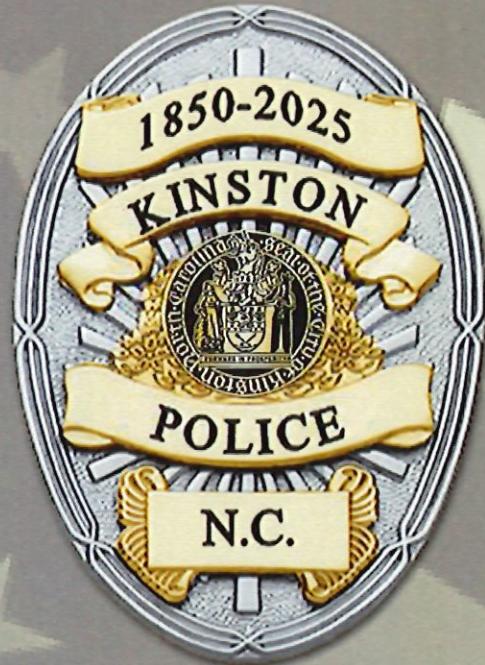
# THANK YOU

QUESTIONS





 [www.ci.kinston.nc.us/673/Police](http://www.ci.kinston.nc.us/673/Police)  
 Keith Goyette, Chief of Police



KINSTON POLICE DEPARTMENT

# ANNUAL REPORT

# 2025



## MISSION STATEMENT:

THE KINSTON POLICE DEPARTMENT PLEDGES TO SERVE OUR COMMUNITY, TO SAFEGUARD LIVES AND PROPERTY, AND TO PRESERVE ORDER ALL WHILE RESPECTING THE CONSTITUTIONAL RIGHTS OF EVERYONE TO LIBERTY, EQUALITY AND JUSTICE.

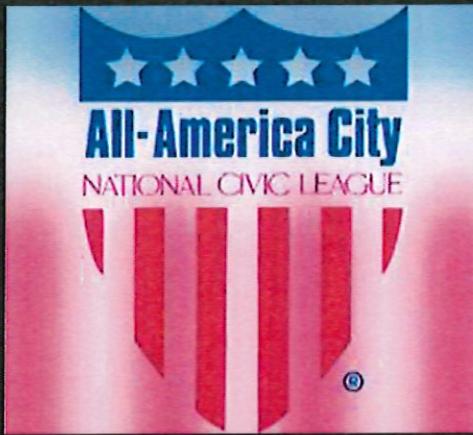
# About Kinston, North Carolina

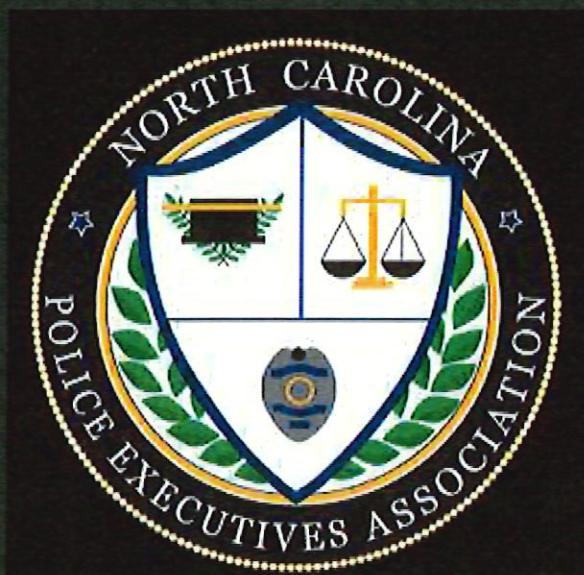


The Kinston Police Department is charged with the protection of life and property and with maintaining public order through the prevention and reduction of crime. In addition to enforcing the law, the Department places emphasis on addressing community concerns related to safety, quality of life, and the public's perception of crime. Through the implementation of community-oriented policing strategies, the Department works in coordination with community stakeholders to identify concerns, develop solutions, and promote a safe and livable environment for residents, businesses, and visitors.

The City of Kinston serves as the county seat of Lenoir County, North Carolina, and had a population of 19,888 according to the 2022 Census. Kinston has served as the county seat since Lenoir County's establishment in 1791 and is geographically located within the Coastal Plain region of Eastern North Carolina. The city has a history of civic engagement and recognition, including being designated an All-America City in 1988 and again in 2009.

Kinston was established in December 1762 by an act of the North Carolina General Assembly as Kingston, named in honor of King George III. Following the American Revolution, the city was renamed Kinston in 1784, reflecting the community's move away from monarchical influence. Over time, Kinston has experienced continued growth and development and now supports a diverse mix of residential neighborhoods, commercial enterprises, healthcare facilities, and industrial resources. Key institutions include UNC Lenoir Health Care, a revitalized downtown business district, and the North Carolina Global TransPark. In 2024, Professional Baseball's Frontier League announced they would bring the Down East Bird Dawgs to Kinston beginning with the 2025 season, contributing to economic development and community engagement initiatives.





Law Enforcement Agency of  
Year  
Presented to  
**KINSTON POLICE  
DEPARTMENT**  
2025

ANNUAL REPORT 2025

## OUR MISSION

The Kinston Police Department pledges to serve our community, to safeguard lives and property, and to preserve order all while respecting the constitutional rights of everyone to liberty, equality and justice.

## RESPONSIBILITIES

We are proud providers of professional police services to the citizens of the City of Kinston. Our Police Department provides:

- Proactive Uniformed Patrol
- Operation Safe & Sound
- Traffic Enforcement • Support Services
- Criminal Investigations
- School Resource Officers
- Crime Laboratory • SWAT Capabilities

## OUR VALUES

- Compassion • Professionalism • Fairness • Respect
- Honesty • Trust • Integrity • Loyalty

## PROGRAMS WE PROVIDE

- Community Partnership Programs
- Victims Services Coordination
- Community Watch Program Assistance
- Sentinel Program
- Home Safety Inspections
- Residential, Commercial and Houses of Worship Safety Workshops
- Blessing Box
- Informational Channel "2" Community Access Channel

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## MESSAGE FROM THE CHIEF

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Dear Citizens of Kinston,

It is my privilege to present the Kinston Police Department's Annual Report for 2025. This document reflects the collective work of our agency over the past year and provides a detailed account of our efforts to enhance public safety, strengthen community partnerships, and uphold the highest standards of professional policing.

Throughout 2025, the department remained focused on advancing initiatives that support a safer and more resilient community. Our strategies were guided by data-driven decision-making, responsible resource management, and a continued commitment to transparency and accountability. The accomplishments outlined in this report are the result of disciplined planning, dedicated service, and the strong collaboration between our officers, staff, and the citizens we serve. Several areas of progress merit particular recognition:

**Public Safety and Crime Reduction:** Through targeted enforcement efforts, interagency cooperation, and the effective use of analytical tools, we continued to address crime trends with precision and purpose. These efforts contributed to measurable improvements in several key areas of public safety.

**Community Engagement:** Strengthening relationships with the community remained a central priority. The department expanded its outreach initiatives, increased participation in civic events, and continued to foster open dialogue with residents, community leaders, and partner organizations.

**Professional Development:** The department invested significantly in training and leadership development to ensure our personnel are equipped to meet the evolving demands of modern policing. Emphasis was placed on officer wellness, advanced skills training, and the reinforcement of ethical and professional standards.

**Operational and Technological Enhancements:** Continued modernization of our systems and equipment improved the efficiency and effectiveness of our operations. These advancements support our ability to respond promptly, conduct thorough investigations, and maintain a high level of service to the public.

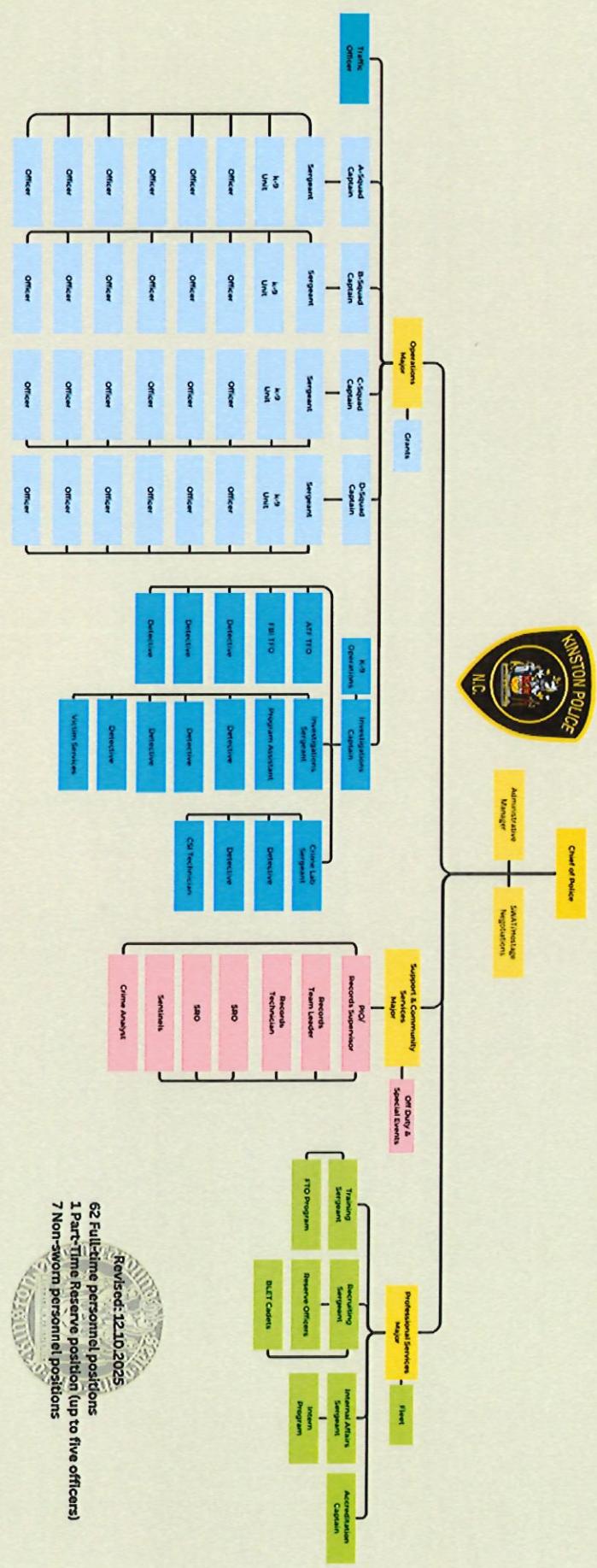
The progress achieved in 2025 reflects the dedication of the men and women of the Kinston Police Department. Their professionalism, integrity, and commitment to duty remain the foundation of our success. I extend my sincere appreciation to each member of the department for their service. I also wish to express my gratitude to the residents of Kinston. Your support, cooperation, and engagement are essential to our mission. The partnership between the community and the police department is vital to maintaining a safe and thriving city, and we remain committed to strengthening that partnership in the years ahead.

As we look toward 2026, the Kinston Police Department will continue to advance initiatives that promote safety, trust, and accountability. We remain steadfast in our responsibility to protect and serve this community with honor.

Sincerely,

Chief of Police,  
Kinston Police Department

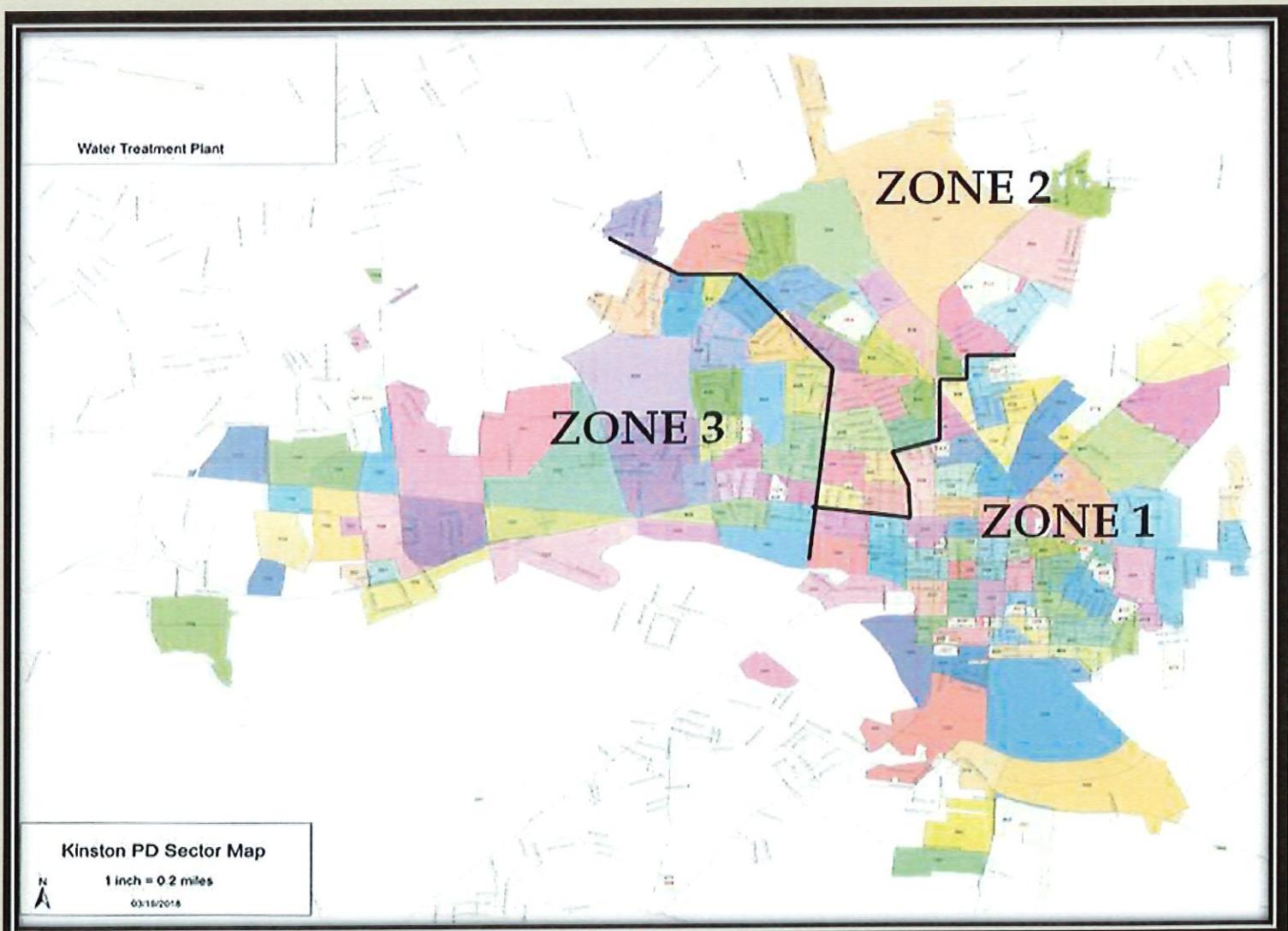
# ORGANIZATION CHART



# KPD ZONE ASSIGNMENTS

The City of Kinston is divided into three patrol zones to ensure effective and efficient delivery of police services throughout the city. These zones are designated as North, East, and West, with each zone encompassing a defined geographic area.

Patrol supervisors are responsible for assigning officers to zones based on an analysis of historical data and current call-for-service volume. Zone assignments are adjusted as necessary to ensure adequate coverage, timely response, and optimal use of departmental resources.



# AGENCY SUMMARY

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The Kinston Police Department is structured to provide effective, efficient, and accountable law enforcement services to the community through a clearly defined organizational framework. The department is organized into four primary divisions: Operations, Support Services, Professional Services, and Administrative. This structure ensures clear lines of authority, functional separation of duties, and consistency with professional law enforcement practices and accreditation standards.

The Operations Division is responsible for the delivery of core law enforcement services. This division integrates both patrol and investigative functions to promote operational continuity and effective resource deployment. Responsibilities include uniformed patrol operations, first response to calls for service, and criminal investigations. The Operations Division consists of patrol squads, General Investigations, the Violent Crime Action Team, and Crime Scene Investigations (CSI).

The Support Services Division provides essential operational and administrative support critical to the department's mission. This division includes the Records Unit, Public Information Officer (PIO) functions, School Resource Officers (SROs), Sentinels, and analytics. Support Services is responsible for records management and compliance, public information and media coordination, school-based law enforcement services, data collection and analysis, and information dissemination to support informed decision-making and transparency.

The Professional Services Division supports organizational sustainability and professional excellence. This division oversees internal affairs, personnel recruitment and selection, training and professional development, and accreditation management. The Professional Services Division is responsible for ensuring personnel are appropriately trained, qualified, and evaluated, and that the department maintains compliance with CALEA and NCLEA standards.

The Administrative Division provides executive leadership, strategic direction, fiscal oversight, and internal accountability. This division is comprised of the Chief of Police, Administrative Manager, Majors (Deputy Chiefs), and the Internal Investigations supervisor. The Administrative Division ensures policy development, fiscal responsibility, discipline oversight, and alignment of departmental operations with the department's mission and goals.

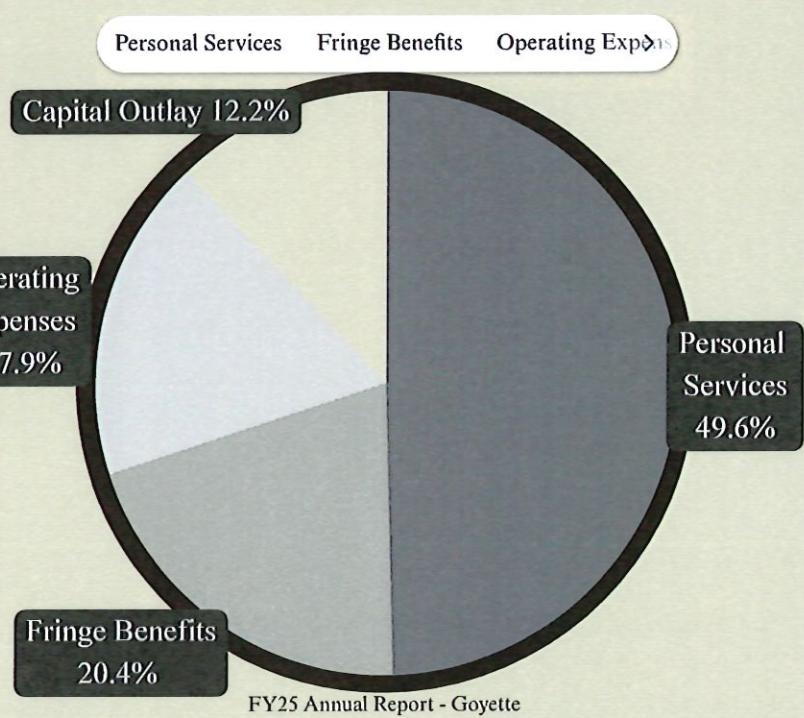
As of 2025, the Kinston Police Department is staffed by 67 full-time sworn officers, five part-time sworn officers, and seven non-sworn personnel. Staffing levels and organizational alignment are evaluated on an ongoing basis to ensure adequate service delivery and compliance with professional standards.

This organizational structure supports the department's strategic objectives, promotes accountability, and enhances operational effectiveness. The Kinston Police Department remains committed to continuous improvement, professional standards, and community-oriented policing consistent with the principles of accrediting bodies.

## KPD Fiscal Year 2024-2025

### Operating Budget

Operating Categories	Funding
Personal Services	\$5,071,532
Fringe Benefits	\$2,090,861
Operating Expenses	\$1,826,911
Capital Outlay	\$1,243,586
<b>Total</b>	<b>\$10,232,890</b>



## Sworn Staff Rank Structure

Chief of Police
Major
Captain
Sergeant
Corporal (formerly MPO)
Senior Police Officer
Police Officer II
Police Officer I
Police Officer
Police Trainee
Police BLET Student



# STRATEGIC PLAN

In April of 2020, the agency developed a Strategic Planning Committee that was comprised of command, supervisory, sworn and nonsworn personnel from throughout the department. This plan reflects the Agency's efforts to formulate a strategic direction for our future. This evaluation was completed while considering the needs of the Kinston community, with special consideration given to the Department's Mission.

From our internal assessment, we set initiatives (goals) and short-term actions (objectives) to guide our direction and decision making for our Agency's future. The Kinston Police Department Strategic Plan for 2022-2027 represents the Agency's ongoing commitment to improve the manner in which we serve. The Kinston Police Department is a professional law enforcement agency that continually seeks to meet the challenges of serving and protecting the residence, guests and businesses of our community.

We are thrilled to share that the Kinston Police Department has successfully completed 75% of our ambitious five-year strategic plan, with two years still remaining to achieve our goals. This remarkable progress is a testament to the hard work, dedication, and collaboration of our officers, staff, and community partners. By focusing on key areas such as crime reduction, community engagement, technological advancements, and professional development, we have laid a strong foundation for continued success. As we move forward, we remain committed to fulfilling the remaining objectives and ensuring that Kinston continues to thrive as a safe and vibrant community for all. Your ongoing support and partnership are crucial in making these achievements possible, and we are excited to see what we can accomplish together in the coming years.

In the summer of 2022, the Strategic Plan was before the City of Kinston Council and ever since then, the KPD Strategic Plan has been in place. The Strategic Plan is located on our website. The ten goals the KPD Strategic Plan identifies are:

- Maintain a safe & secure community
- Develop a comprehensive traffic safety plan
- Develop an enhanced recruiting & retention plan
- Upgrade facilities, technology & equipment
- Upgrade vehicles
- Enhance community partnerships & Engagement
- Develop employee skills & enhance organizational leadership
- Expand and improve the SWAT Team for future development
- Revamp the K9 Unit
- Agency Enhancement

2022-2027 [www.kinsteopd.org](http://www.kinsteopd.org)

## KINSTON POLICE DEPARTMENT Strategic Plan 2022-2027



# PATROL DIVISION

A-SQUAD



CAPTAIN A WILLIS

B-SQUAD



CAPTAIN N METTS

C-SQUAD



CAPTAIN J WALKER

D-SQUAD



CAPTAIN J BEST

SERGEANT  
C COULOMBE



SERGEANT  
J WILLIAMS



SERGEANT  
L MILLER



SERGEANT  
O STEWART

The Patrol Division is the largest division within the Kinston Police Department and serves as the primary operational component of the agency. The division is responsible for providing uniformed police services throughout the City of Kinston and operates under the command of Major Turner.

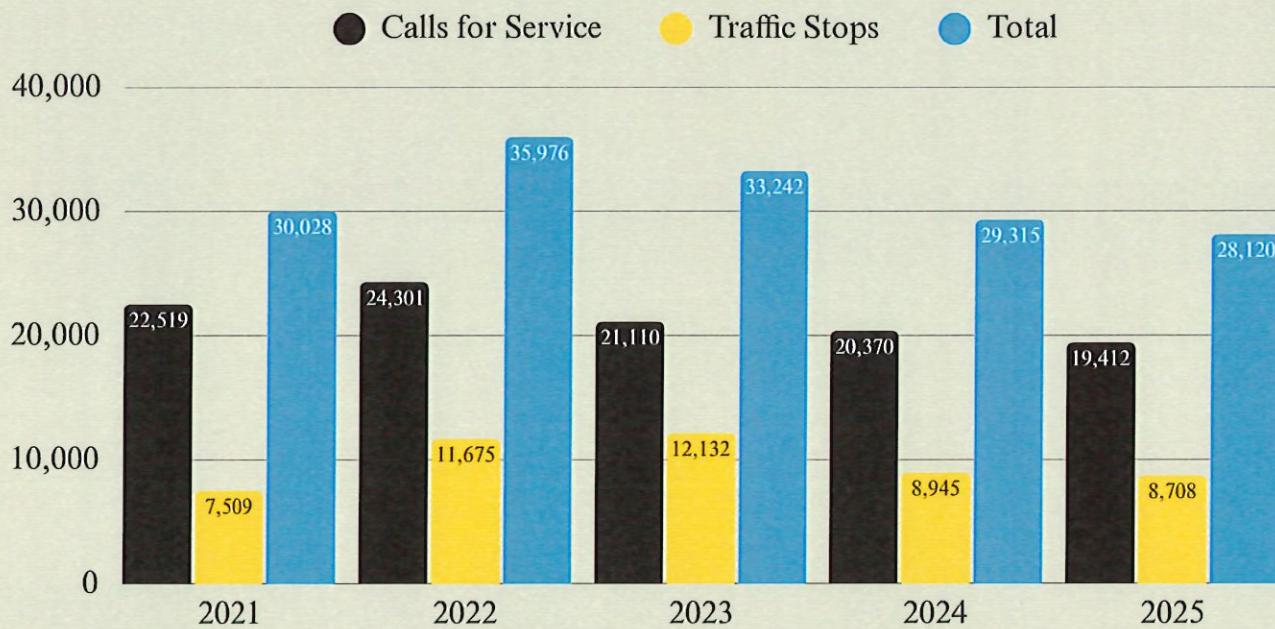
The Patrol Division is comprised of four patrol squads, each led by a Squad Captain and a Sergeant. Each squad is structured to include eight non-supervisory officers, for a total of ten sworn personnel per squad. As is common among law enforcement agencies nationwide, the Patrol Division continues to experience staffing vacancies and currently operates at approximately seventy percent of its authorized strength.

The division has four fully certified K-9 teams assigned to patrol operations, with the addition of a fourth K-9 team anticipated in 2025. Patrol officers work 12-hour shifts and provide continuous coverage 24 hours a day, seven days a week. Officers are assigned to designated geographic zones to ensure visible patrol presence, respond to calls for service, conduct traffic enforcement, and serve as community liaisons to support crime reduction and community engagement efforts.

Throughout 2025, patrol personnel voluntarily worked additional shifts to maintain adequate staffing levels and ensure timely response to calls for service, thereby continuing to meet the public safety needs of the citizens of Kinston.

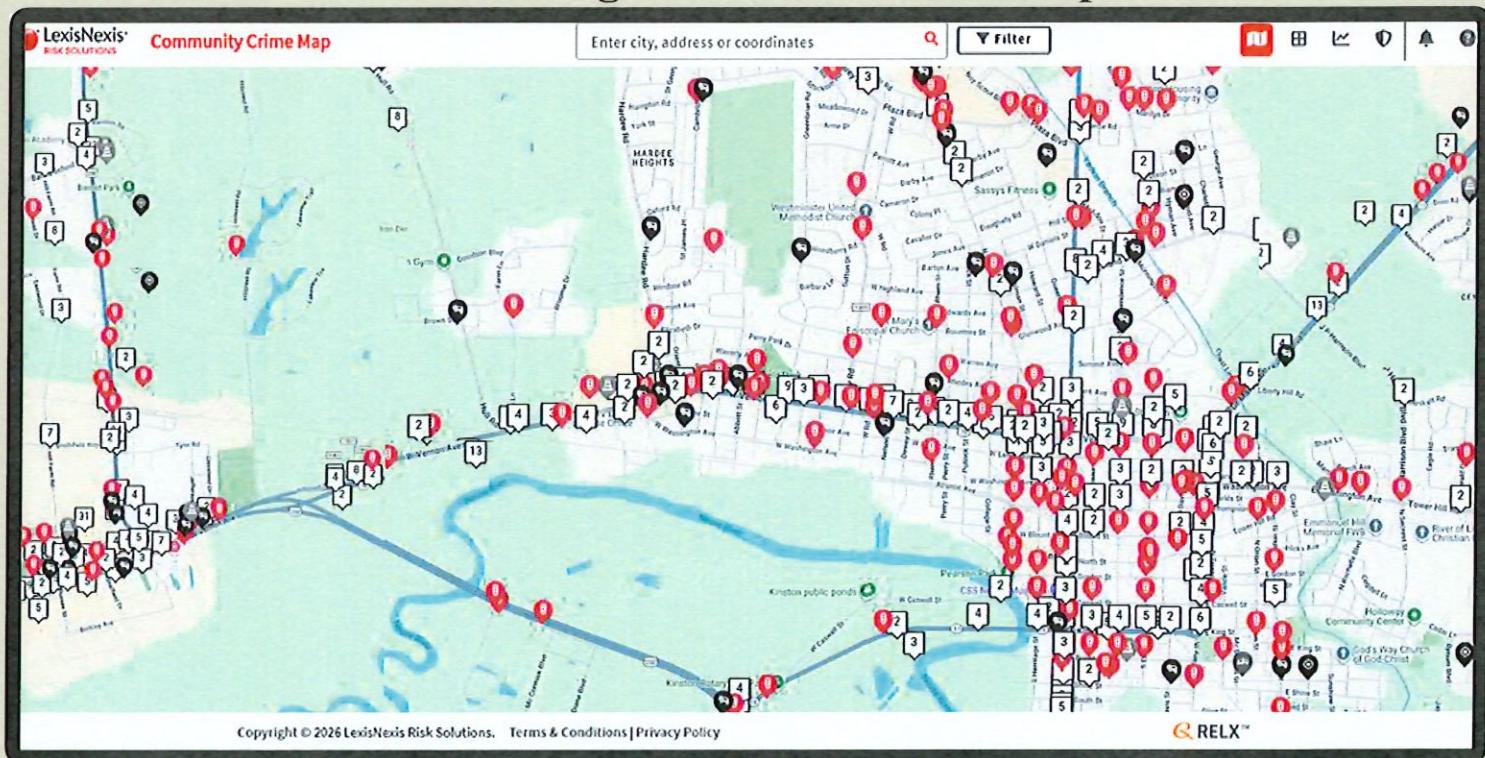
# CALLS FOR SERVICE & TRAFFIC STOPS

## KPD 2021-2025



## TRAFFIC STOPS & CRASH MAP

- [kinsonnc.gov/668/KPD-Crime-Map](http://kinsonnc.gov/668/KPD-Crime-Map)



# INVESTIGATIONS DIVISION



SERGEANT S GREENE  
GENERAL INVESTIGATIONS



CAPTAIN C CARD  
INVESTIGATIONS



SERGEANT D CONNOR  
CRIME LAB

The General Investigations Unit consists of five investigators who tackle felony investigations for the agency. The Crime Lab Unit is made up of three Investigators and 1 nonsworn employee tasked with the processing all of the department's evidence and conducts crime scene investigations.

## Criminal Investigations Division

The Criminal Investigations Division remains steadfast in its mission to solve serious crimes committed within the city. The Division's efforts reflect a deep-rooted commitment to the pursuit of justice and dedicated service to the community. By leveraging innovative investigative techniques and maintaining strong partnerships with state and federal agencies, the Criminal Investigations Division continues to advance complex investigations and provide meaningful closure to victims and their families. The Division also remains committed to the development of a formal cold case initiative aimed at pursuing justice in long-unresolved cases.

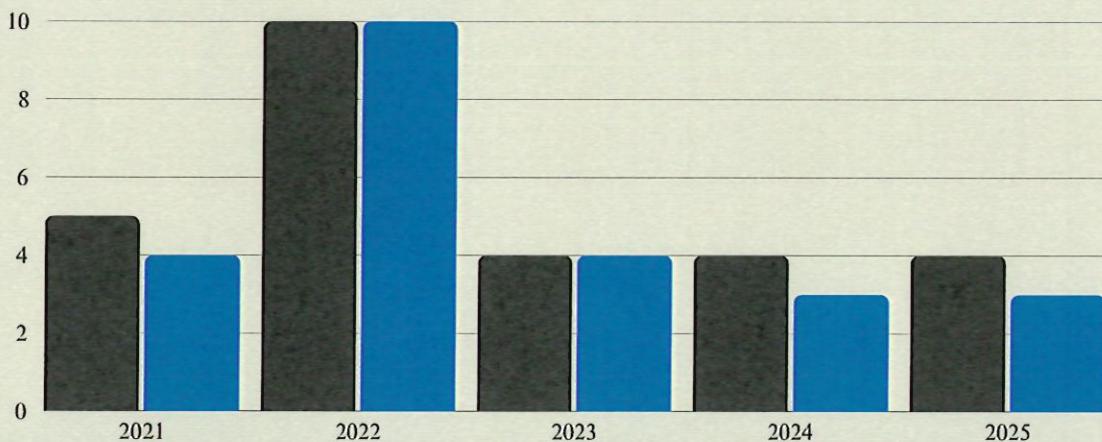
### 2025 Year in Review:

During 2025, the Criminal Investigations Unit investigated four homicide cases. Three of these cases were cleared by arrest, resulting in an overall homicide clearance rate of 75 percent. This rate exceeds the most recent national average for homicides cleared by arrest or exceptional means, which remains approximately 57.8 percent.

In addition, the Unit investigated seventeen (17) cases involving individuals struck by gunfire. Fourteen (14) of these cases were cleared by arrest, yielding an 82.3 percent clearance rate. This performance significantly surpasses the national average clearance rate of 46.1 percent and reflects continued progress in addressing gun-related violence within the city.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Cases Assigned	24	23	15	22	12	11	22	11	4	11	5	14	174
Open Cases	2	3	2	2	2	1	4	5	2	4	0	4	31
Leads Exhausted	6	3	5	8	4	5	4	0	1	3	0	4	43
Unfounded	2	2	1	4	2	1	3	1	0	1	0	0	17
Refuse / Decline	5	5	5	2	2	0	2	0	0	0	0	1	22
Arrest / Located	9	10	2	6	2	4	9	5	1	3	5	5	61
Solvability Rate	38%	43%	13%	27%	17%	36%	41%	45%	25%	27%	100%	36%	35%

● Homicides     ● Solved



#### 2025 Solvability

75% KPD Solvability

National Average: 57.8%

B/M Victims	16	B/M Known Suspects	14
B/F Victims	1	B/F Known Suspects	4
B/ Total	17	B/ Total	18
W/M Victims	1	W/M Known Suspects	0
W/F Victims	0	W/F Known Suspects	0
W/ Total	1	W/ Total	0

17 Total Victims Shot

#### Case Status

14 Solved

2 Victim Refused to Cooperate

1 Leads Exhausted

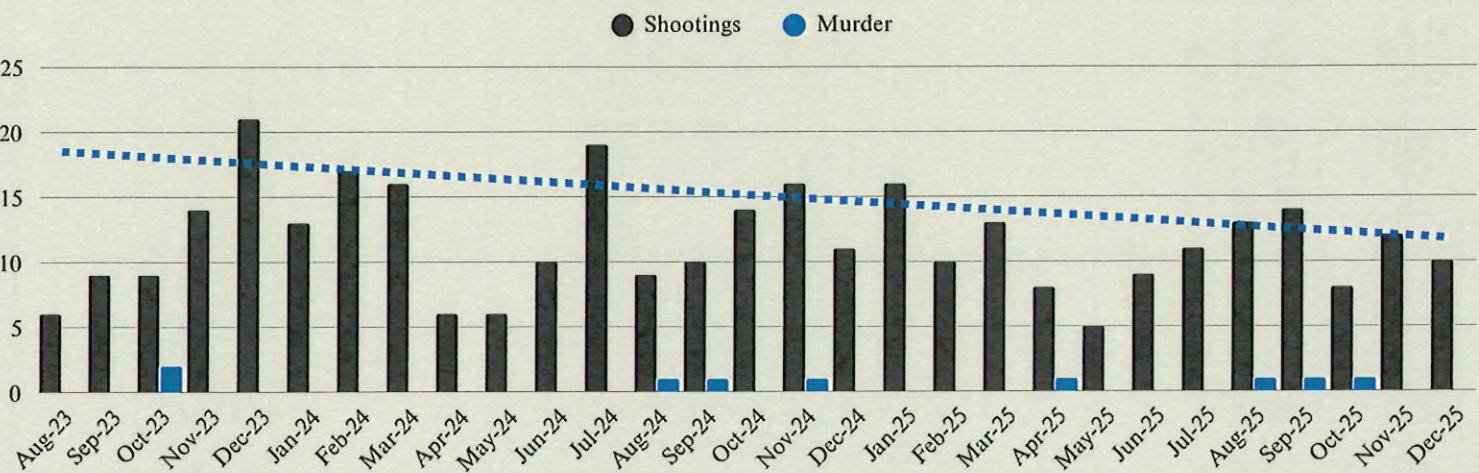
#### 2025 Solvability

KPD 82.3%

National Average

46.1%

# ANNUAL SHOOTING STATS

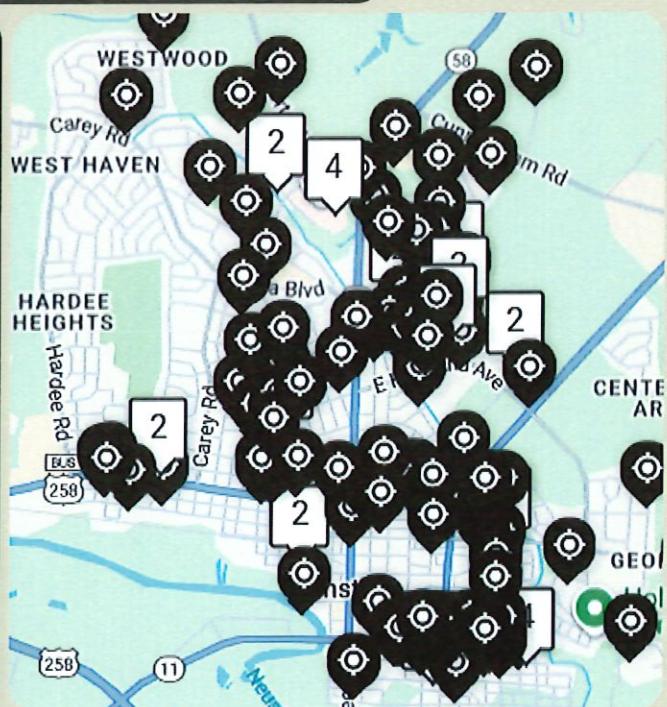


	MURDERS	ATTEMPTED	PEOPLE SHOT	"SHOOTINGS"
2021	5	1	20	64
2022	4	0	31	60
2023	4	8	23	73
2024	4	12	18	89
2025	4	16	25	101*

## DIVERGENCE BETWEEN GUNFIRE FREQUENCY AND VICTIMIZATION RATES

Data from 2021–2025 reveals a significant divergence: while recorded "Shootings" have increased (64 to 101), this surge has not produced a correlating rise in victimization. With murders remaining unchanged to date and "People Shot" totals staying below 2022 peaks, the data points to a "high frequency / low accuracy" dynamic. This indicates a shift toward reckless, high-volume fire with a lower conversion rate to physical injury. Or an increased sensitivity in community reporting. While the stability in fatal outcomes is positive, the rise in indiscriminate gunfire presents a distinct, continuing collateral threat.

\*defined here as detected evidence



## Crime Lab / CSI Unit

The Crime Lab serves as the agency's Crime Scene Investigation (CSI) Unit. For 2025, the Crime Lab Unit was staffed by three sworn investigators who were solely responsible for processing all departmental evidence and conducting crime scene investigations. Each CSI investigator is trained in the documentation, collection, and preservation of all forms of physical evidence. This includes, but is not limited to, fingerprints, footwear impressions, tool impressions, blood and other biological evidence, trace evidence such as hair and fiber, and tire impressions. These seemingly small or insignificant pieces of evidence often prove critical in identifying suspects and bringing offenders to justice.

CSI investigators have attended specialized training programs provided by the FBI, TBI, ATF, DEA, and various universities throughout the southeastern United States. In addition, investigators have received advanced instruction in chemically enhanced latent print processing, specialized and digital photography, bloodstain pattern analysis, fingerprint comparison, tire and footwear impression analysis, flight path analysis, practical homicide and death investigations, and modern fingerprint development techniques, among other forensic disciplines.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Crime Scenes	8	8	6	6	4	4	16	13	12	6	5	9	97
Evidence Collected	137	159	236	270	221	164	262	245	279	206	238	248	2665
Video / Discovery	19	10	7	10	7	17	11	8	8	8	17	4	126
Evidence To / From Labs	157	144	93	234	147	0	200	196	203	10	165	150	1699
Latent Examinations	7	1	1	1	3	23	5	1	2	25	7	2	78
Guns Collected	12	14	14	25	12	10	25	21	16	14	16	11	191

## Violent Crime Action Team (VCAT)

The Violent Crime Action Team (VCAT) serves as the Department's proactive street crimes and narcotics enforcement unit. VCAT is tasked with identifying, disrupting, and dismantling violent criminal activity through targeted enforcement, intelligence-led policing, and proactive investigative strategies. The Unit focuses on individuals and groups driving violent crime, illegal firearms possession, and narcotics distribution within the city, while maintaining a strong emphasis on accountability and constitutional policing.

VCAT employs a data-driven approach to enforcement, leveraging crime analysis, community intelligence, and collaborative partnerships with local, state, and federal agencies. Through directed patrols, covert operations, controlled purchases, and search and arrest warrant service, the Unit works to reduce violent crime and improve quality of life in high-impact areas. VCAT's efforts are closely coordinated with patrol and criminal investigations to ensure seamless case development and successful prosecution.

### 2025 Year in Review:

During 2025, VCAT conducted numerous proactive enforcement operations targeting violent offenders and narcotics traffickers. These efforts resulted in more than 171 felony arrests, the seizure of illegal firearms, and the removal of significant quantities of controlled substances from circulation. Additionally, the Unit assisted in the seizure of more than \$650,000 in illicit proceeds associated with drug trafficking. Through focused deterrence and sustained enforcement efforts in identified crime hot spots, VCAT played a critical role in suppressing violent crime and supporting broader departmental crime reduction initiatives.

Drugs Seized	Weight in Grams
Fentanyl	161.20
Cocaine	1,528.40
Crack Cocaine	61.80
Methamphetamine	478.40
Marijuana	16,364.90



Firearms Seized	14
US Currency	\$657,512
Felony Charged	171

# OFFICE OF PROFESSIONAL STANDARDS

The Office of Professional Standards is responsible for conducting administrative investigations, including citizen complaints and use-of-force reviews, involving members of the Kinston Police Department. The purpose of the Office of Professional Standards is to promote accountability, transparency, and professional integrity while supporting the department's commitment to maintaining public trust with residents and visitors.

Personnel assigned to the Office of Professional Standards ensure that all complaints are thoroughly, objectively, and timely investigated. Investigations are conducted in a manner that ensures fairness and consistency for both the complainant and the involved employee. Information obtained during the investigative process is forwarded through the accused employee's chain of command for review and adjudication. Final findings are reported to the Chief of Police.

Upon completion of a citizen or internal investigation, each case is classified into one of the following disposition categories:

**Not Involved:** The employee was not present at the time of the alleged incident or had no involvement in the matter.

**Unfounded:** The allegation was determined to be false or without factual basis.

**Not Sustained:** There was insufficient evidence to either prove or disprove the allegation.

**Exonerated:** The incident occurred; however, the employee's actions were lawful, proper, and within departmental policy.

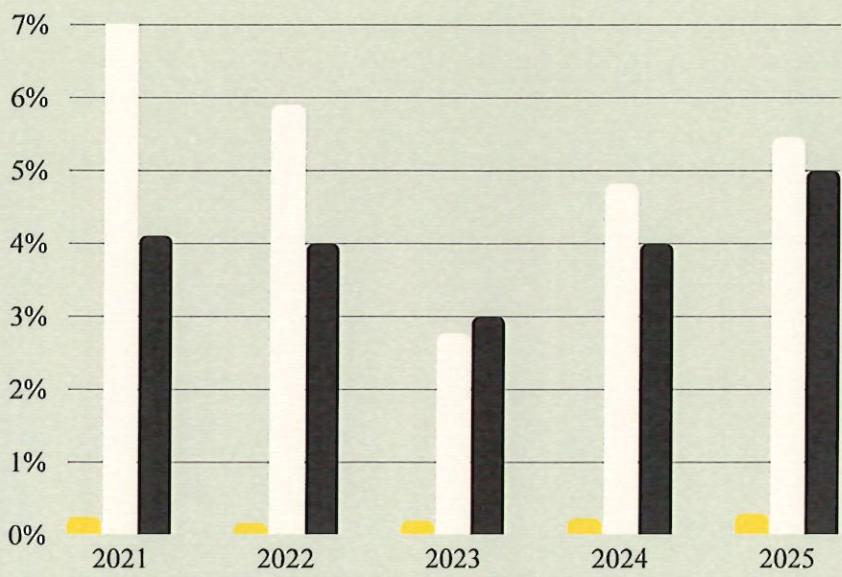
**Sustained:** The allegation was supported by sufficient evidence to reasonably conclude the misconduct occurred.



Sergeant J Burkett  
Internal Affairs

	2021	2022	2023	2024	2025
Citizen Complaints	10	21	23	11	12
Sustained	0%	0%	13%	0%	8%
Internal Employee Complaints	8	15	3	5	3
Sustained	88%	80%	100%	20%	100%

Source: Data Table: Complaints Summary, 2025 (KPD) Law Enforcement Accreditation



The Calls for Service vs Use of Force data indicates that force is consistently used in less than 0.3% of incidents. This aligns with the department's focus of training techniques, a passion for procedural standards and complying with state statutes and best practice.

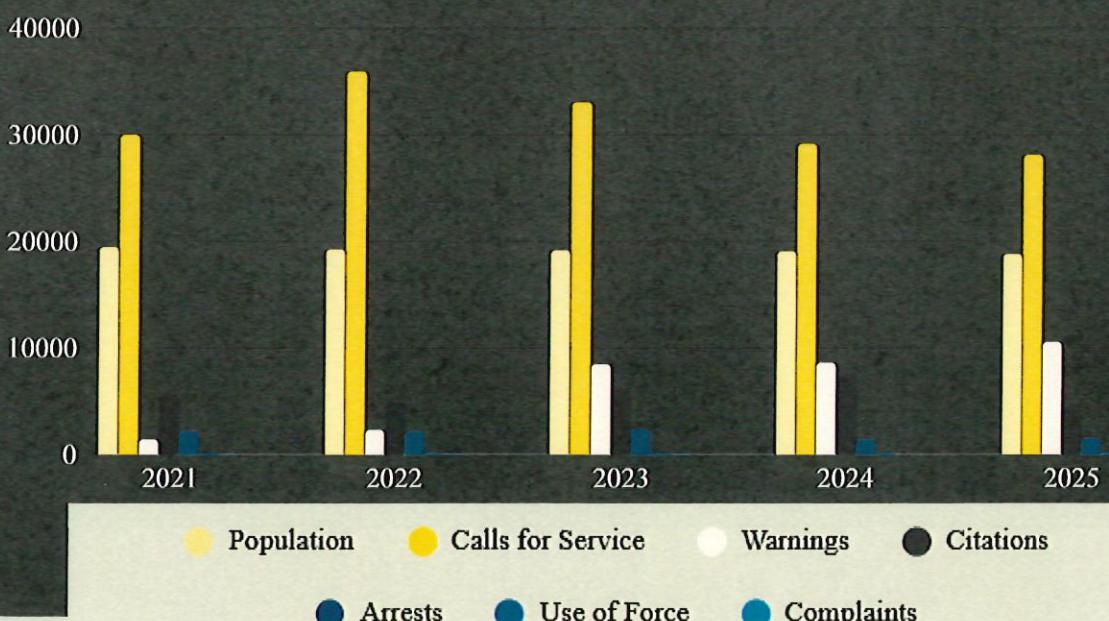
In 2025, less than 3 uses of force for every 1,000 calls.

● Use of Force events per Calls for Service

● Use of Force events per arrest

● Active Resistance per Arrest

	2021	2022	2023	2024	2025
Calls for Service	30,024	35,976	33,085	29,184	28,120
Arrests	2,160	2,127	2,379	1,368	1,503
Use of Force	75	62	66	66	82



- State: <1% force per arrest
- High Poverty/Crime: ~2.0% - 3.0% force per arrest
- Kinston (2025): 5.46% force per arrest

Indicates low trust and extreme volatility in the average police-citizen interaction.

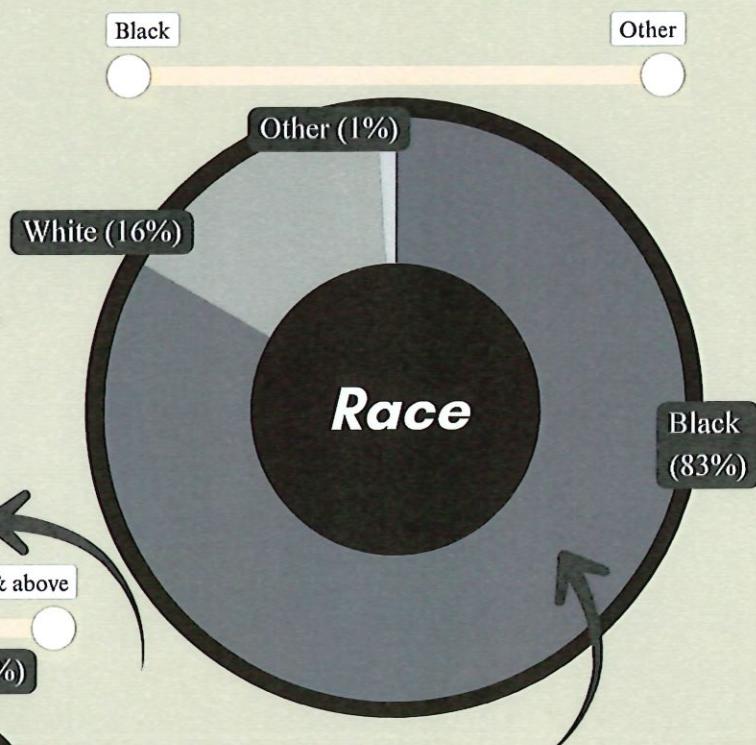
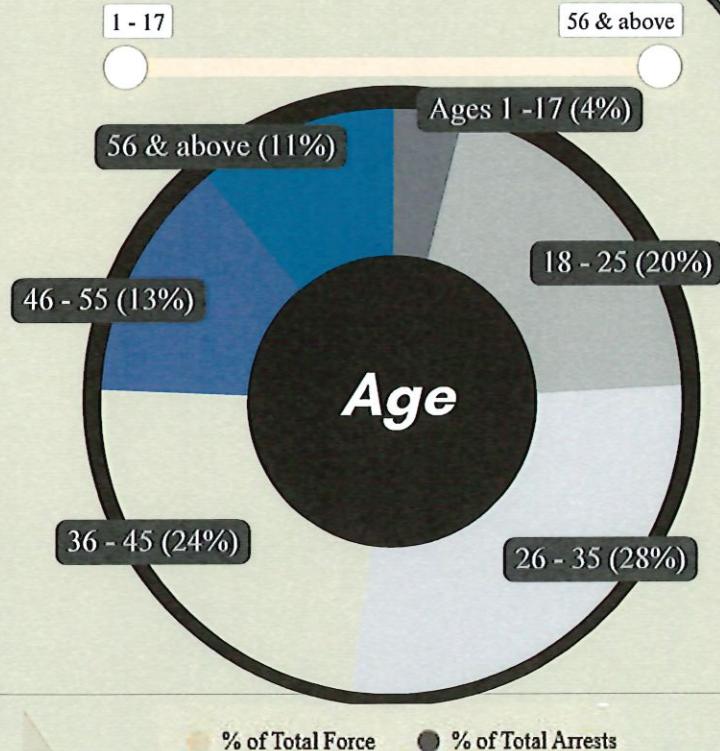
Increasing Officer Injuries indicate that increased levels of resistance.

# ARREST DATA

## MEET THE 'AVERAGE' ARRESTEE

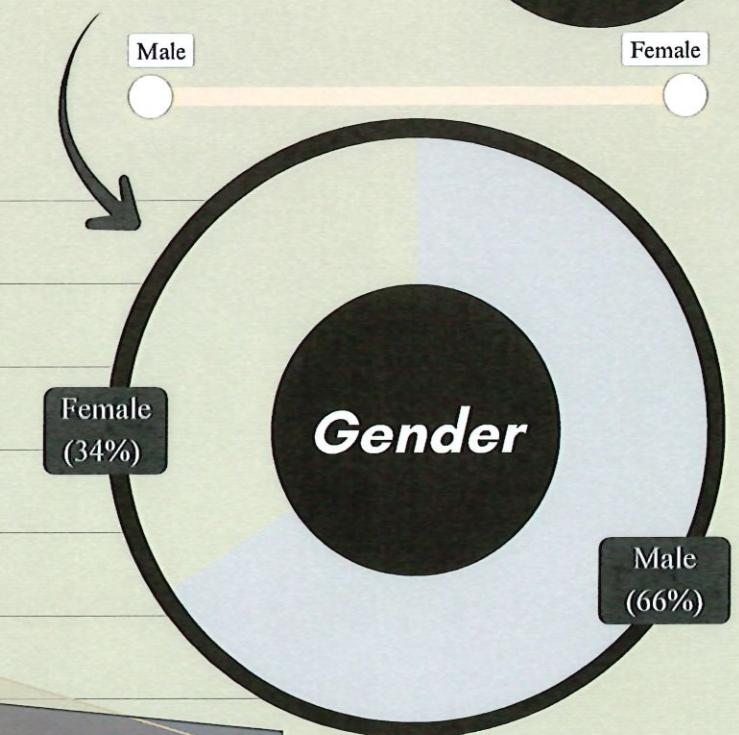
- Gender: Either
- Race: Black
- Age: ~30 years old (Millennial)
- Likely Offense: Non-violent

Nationally, women typically make up roughly 24 - 26%

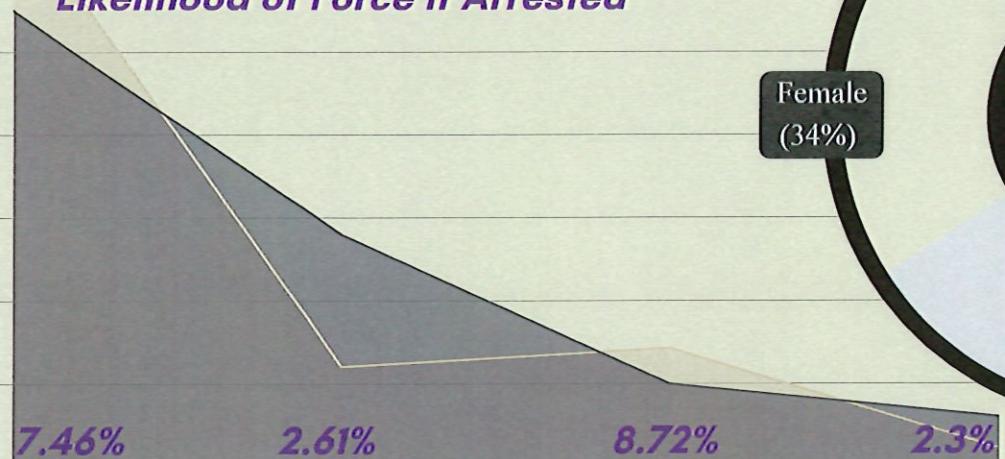


Black males only make up 55%  
 Total Black Arrests: 83%  
 Total Female Arrests: 34%  
 The Overlap (Black Females): ~  
 28% of total arrests ( $=0.83 \times 0.34$ )  
 The Overlap (Black Males): ~  
 55% of total arrests ( $=0.83 \times 0.66$ )

**Total Arrests**  
1,503



### Likelihood of Force if Arrested

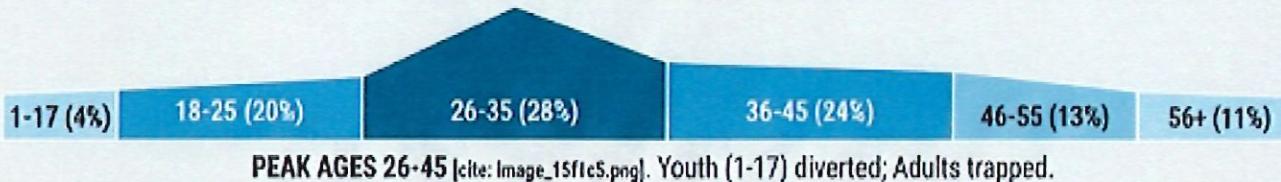


# MEET THE “HIDDEN” KINSTON ARRESTEE

Female % significantly higher than the national average (~25%)

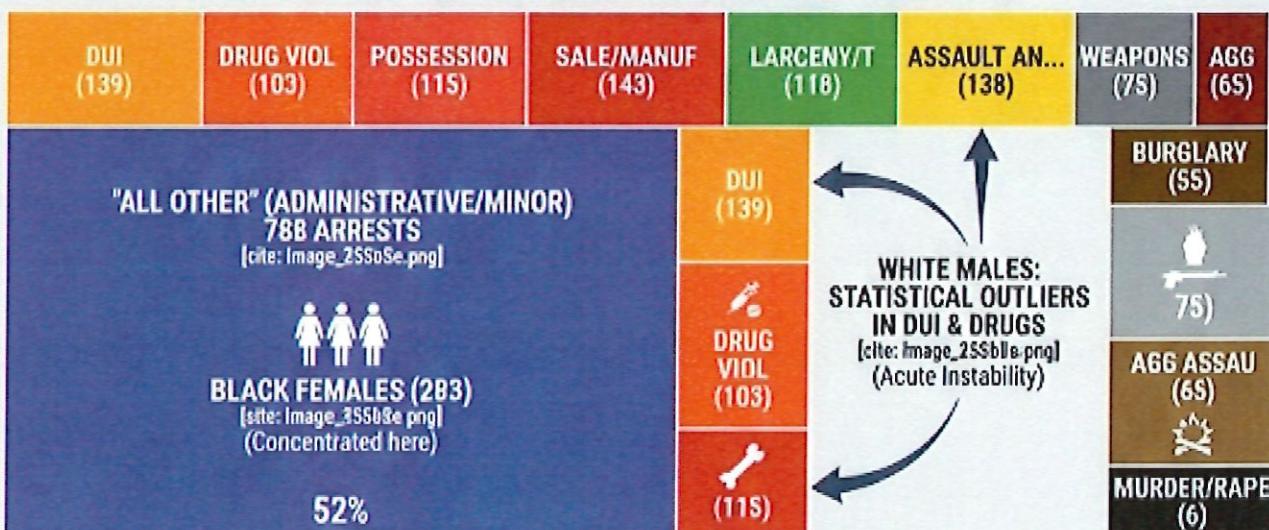
## First Compounding Factor

### AGING OFFENDER POPULATION



## Second Compounding Factor

### OFFENSE CATEGORIES (BY VOLUME & DEMOGRAPHIC)



## Third Compounding Factor: THE REVOLVING DOOR vs THE TOURIST (Recidivism & Force)

### THE REVOLVING DOOR (SYSTEM REGULARS)

BLACK MALES: 146 REPEAT OFFENDERS [cite: Image\_25e5ed.png] & BLACK FEMALES: 63 REPEAT OFFENDERS [cite: Image\_25e5ed.png]

FAMILIARITY = LOW FORCE RISK

BLACK FEMALES: 2.61% FORCE LIKELIHOOD [cite: Image\_15f1e5.png]

### THE TOURIST (ONE-OFF VISITORS)

WHITE MALES: 11 REPEAT OFFENDERS [cite: Image\_25e5ed.png]

UNPREDICTABILITY = HIGH FORCE RISK

WHITE MALES: 8.72% FORCE LIKELIHOOD [cite: Image\_15f1e5.png]

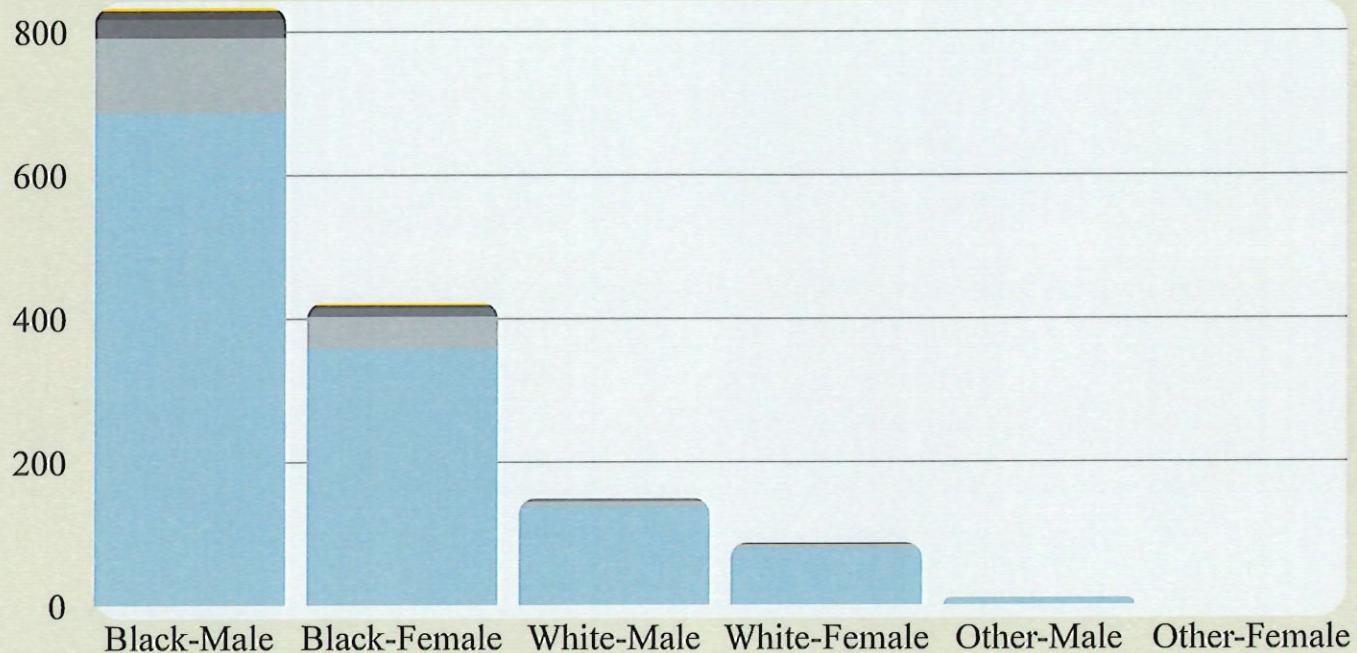
Caught in administrative/nuisance cycle.

Rare, acute crises (e.g., intoxication) lead to volatile encounters.

White males are statistically higher chance of having force used, possibly due to the significantly smaller sample population and arrests are for offenses that escalate due to substance-related issues

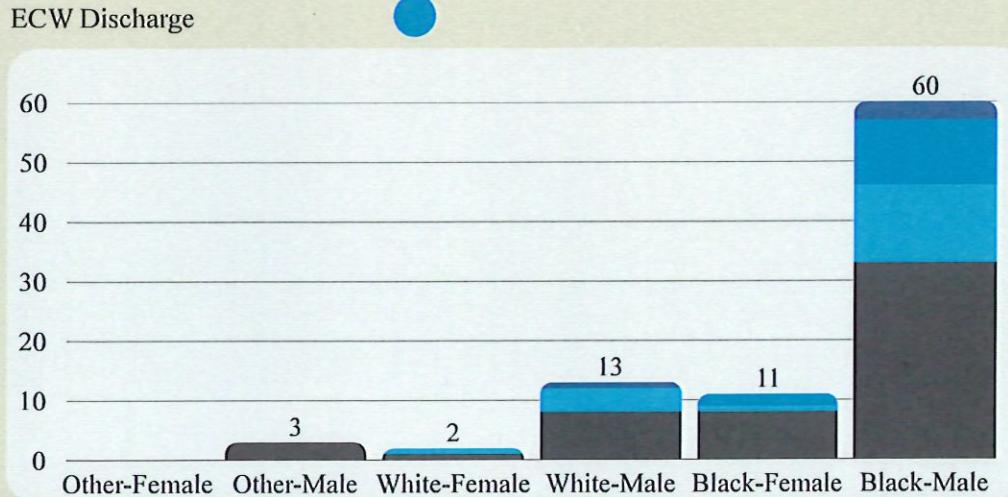
## REPEAT OFFENSES IN 2025

First Offense      2      3      4      5 or more



## RESPONSE TO RESISTANCE OCCURENCES

Metric	2023	2024	2025	Trend / % Change
Total Use of Force Incidents	66	66	82	24%
Force per Arrest Rate	2.77%	4.82%	5.46%	Doubled (High Risk)
Combined OC Spray & Taser	1	1	17	+1,600% (Major Escalation)
Weapon Point (Display Only)	11	16	19	+73% (Since 2023)
Weaponless	32	43	53	+65% (Since 2023)
ECW Discharge	3	2	60	



This confirms compounding resistance: one tool is no longer working, so officers are deploying multiple weapons in single encounters. These numbers typically imply that a “failure of initial force” has occurred. Correlates to active resistance severity/frequency is increasing.

## FROM COMPLIANCE TO COMBAT:

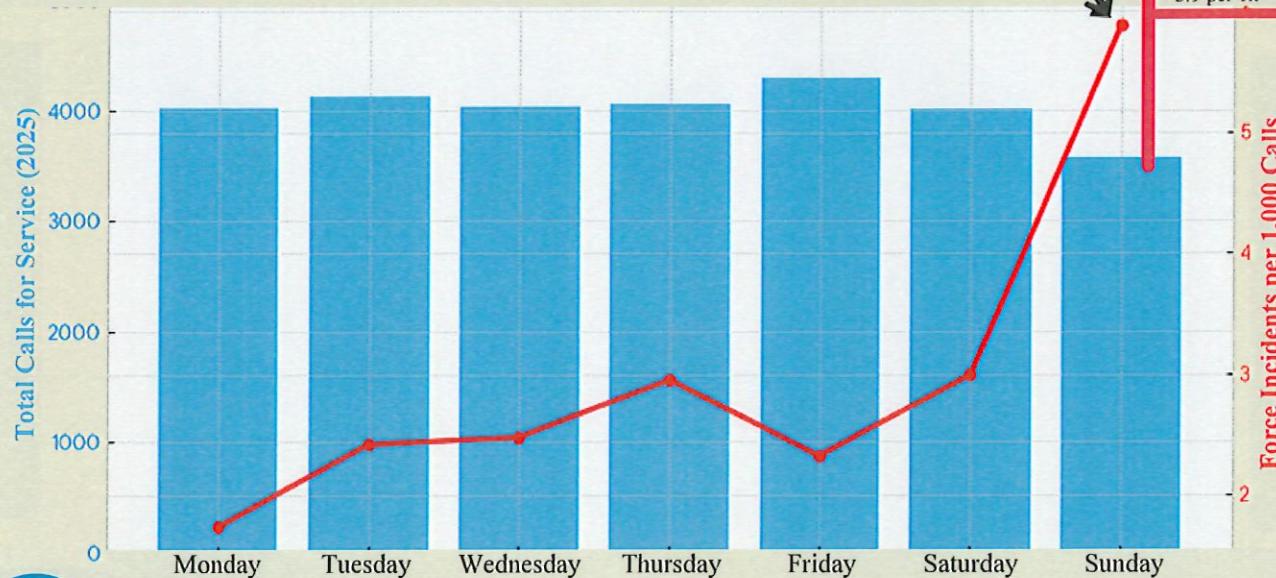
2023: Force was mostly “Physical Control” (grabbing).

2025: Force is frequently “Weapon Point” (threat of death) or “OC & Taser” (high-intensity pain compliance).

# VOLUME vs VOLATILITY

The Inverse Relationship Between Call Counts and Response to Resistance

The 'Sunday Paradox': High Risk / Low Volume



## DAY OF THE WEEK

Friday (High Call Volume)

Monday

Sunday

Sunday vs. Friday Gap

Total Calls (2025)

4,296

4,020

3,568

-17% Volume

Force Incidents (2025)

10

7

21

+110% Force

Risk Rate (Force per 1k Calls)

2.33

1.74

5.89

+153% Risk

Operational Assessment

Safest Day (High staffing likely mitigates risk)

Routine Operations

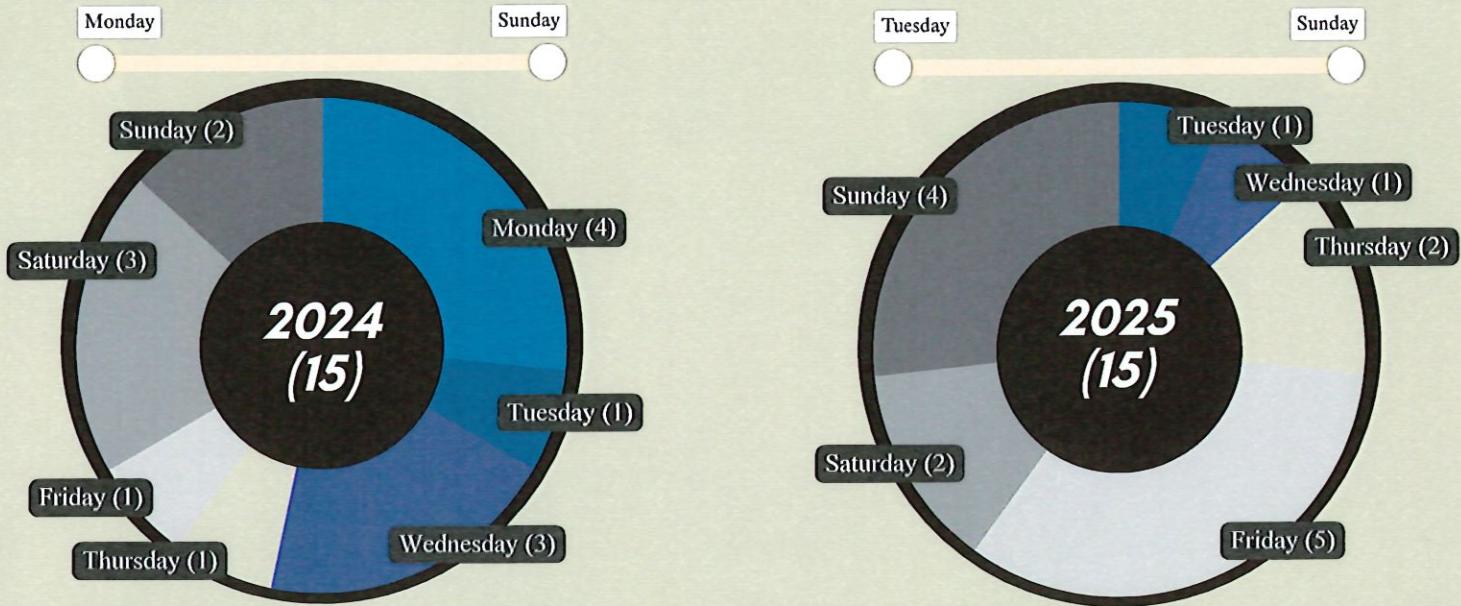
Critical Failure (2.5x higher risk than Friday)

Action Required: Audit Sunday Staffing

A distinct inverse correlation exists between call volume and force frequency on Sundays. While Sunday represents the lowest volume of calls for dispatch, it accounts for 5.61% of all force incidents (21 total), nearly double the daily rate of the routine Mon-Wed period. Notably, Sundays also accounted for 27% of all vehicle pursuits (see next page), contributing to a notably higher Force-to-Call Ratio.

Risk management protocols show that a higher incidence of armed subjects necessitates a state of heightened situational awareness. An objectively higher threat environment accounts for observed increase in force application.

## Flight Analysis VEHICLE PURSUITS

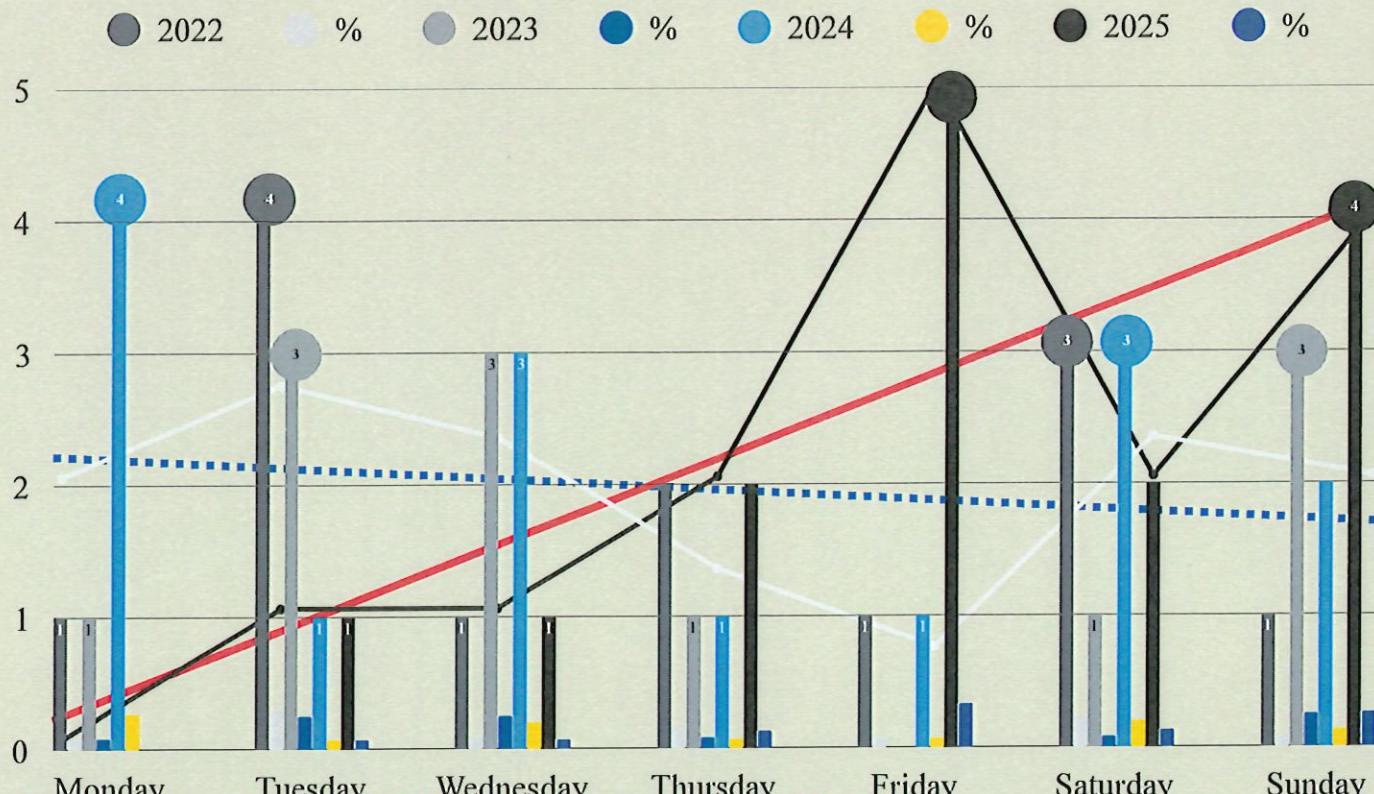


Data correlates with the concept of "Performative Violence" within the city (Gunfire with no accuracy) suggests that act of resistance is more important than the outcome. With a recidivism rate near 30% it is likely that there is a greater than average likelihood that a subject is driving while revoked, carrying weapons, or facing felony warrants. A pursuit is initiated because the cost of stopping outweighs the personal risk. This is also supported by the data points Control to Combat, response to resistance indicating that officers know these stops are high-stakes. Desperation is a factor of escalation.

Friday maintains the highest frequency for volume (4,296 calls), but it also leads the city in Vehicle Pursuits (5 incidents) and other high risk events

## BREAKDOWN OF VEHICLE PURSUITS BY DAY OF THE WEEK

● 2025 Actual Data  
● 2022-2024 Average  
— 2025 Trend (Escalating Risk)  
---- Historical Trend (Flat/Stable)

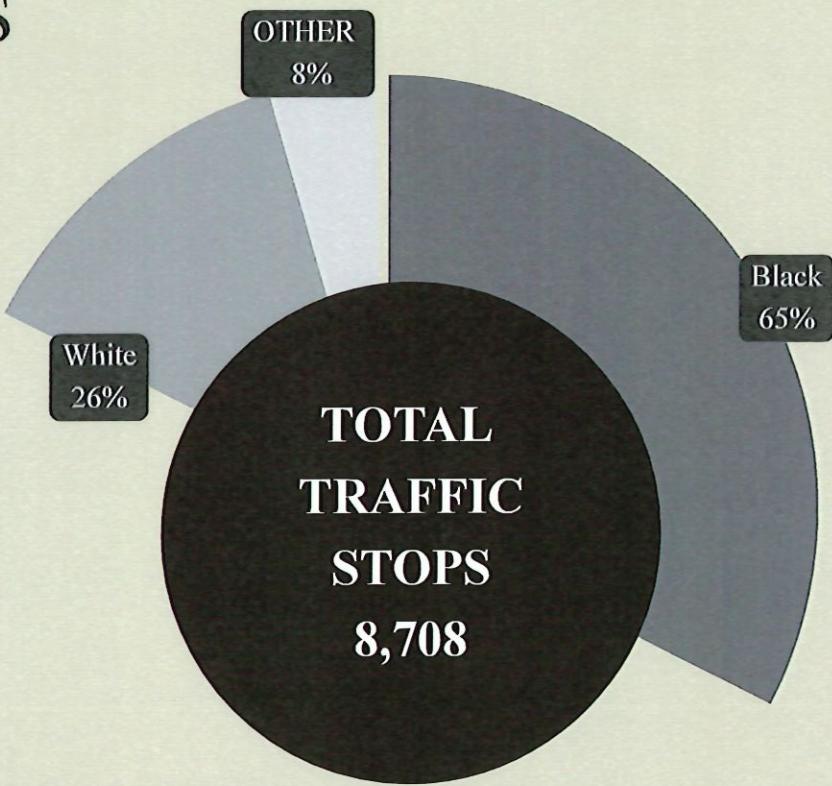
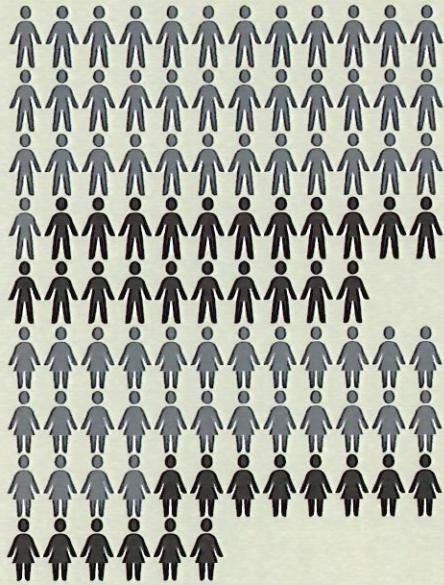


Source: Data Table, Pursuit Analysis, 2025 (KPD) Law Enforcement Accreditation Pg 5

2025 is not just "higher" in volume, but fundamentally different in behavior compared to previous years.

# ENFORCEMENT ACTION

## TRAFFIC STOPS



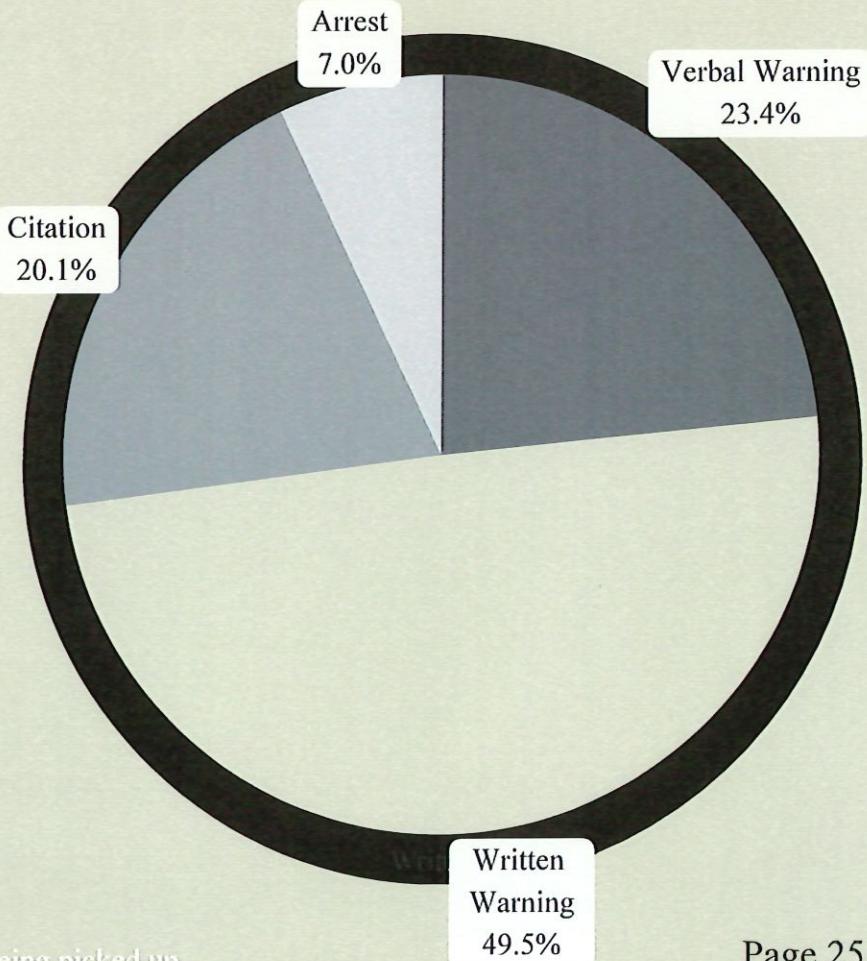
If the Arrest Data reveals who gets trapped in the system, the Traffic Stop data reveals how the police interact with the community at large. The data shows a massive volume of "catch and release" activity, where the primary objective appears to be documentation rather than incapacitation.

Contrary to the belief that traffic stops are for ticketing and crime fighting, the data shows that 3 out of 4 result in no penalty. The department is investing thousands of man-hours into community engagement and officer initiated contact.

There are pre-indicators for a pattern of escalation in 2025, and confirms the "Tourist" hypothesis: White drivers are stopped fairly regularly, but they are rarely filtered down into the arrest system unless the offense is acute (like the DUI/Drug anomaly previously identified).

Also, the majority of arrests (~60%) are from Calls for Service or Warrant Service. This reinforces the "Administrative" policing profile of the average arrestee.

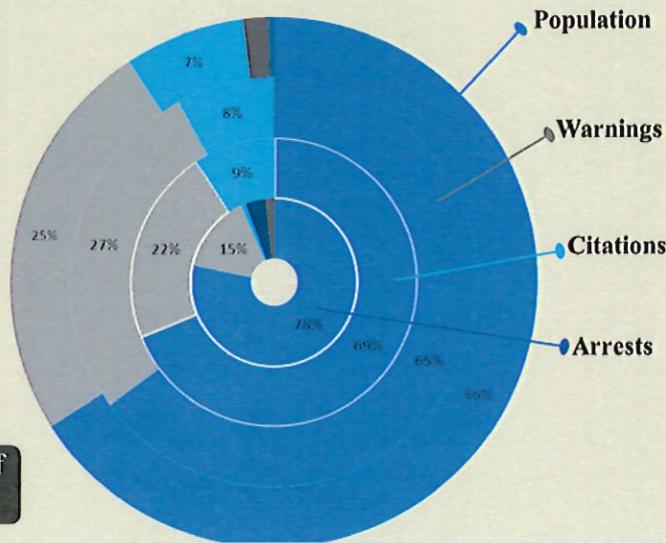
Offenders aren't being pulled over, they are being picked up.



# ENFORCEMENT ACTION

Arrests without incident 94.5%

The data reveals a police department in the middle of a massive strategic shift. Over the last four years (2022–2025), KPD has moved away from mass physical arrests and towards a model of data-driven deployment and administrative documentation.



Involving Use of Force 5.5%

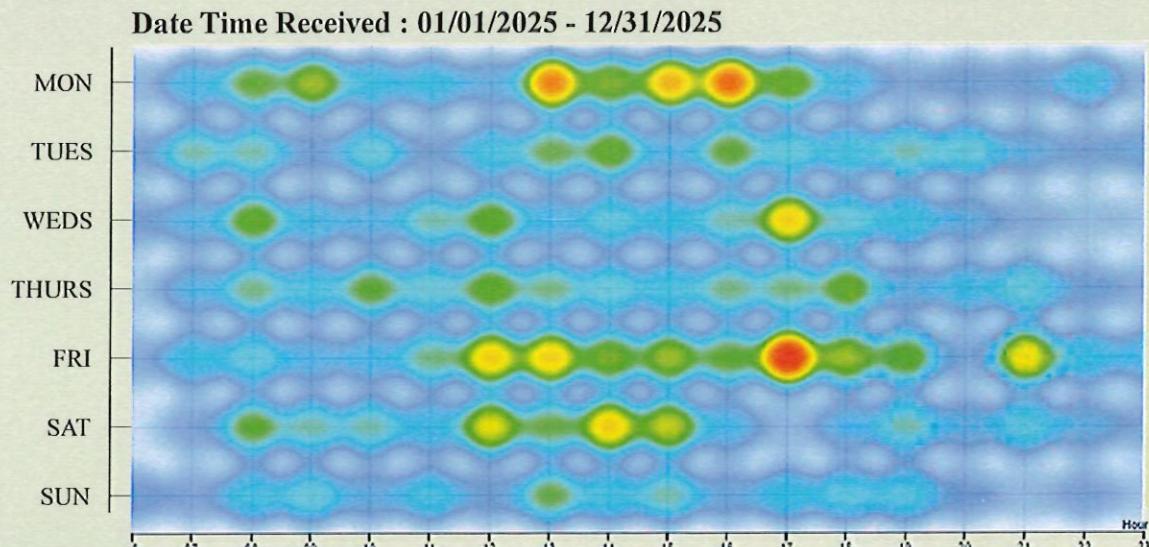
	2022	2023	2024	2025	% Change
Traffic Crashes invg.	1,231	1,105	1,100	1,027	Decreasing (-16.5%)
Traffic Stops	11,675	12,132	8,945	8,708	Decreasing (-25%)
Driving While Impaired	68	78	141	131	Doubled (+92%)
Written Warnings	8,637	8,489	8,156	10,559	Spike in 2025
Citations Issued	2,327	2,359	4,153	4,285	Doubled (+84%)
Arrests	2,127	2,379	1,378	1,503	Decreasing (-29%)

Less Presence: Traffic stops have plummeted by 25% since 2022 (11,675 → 8,708).

More Penalties: Despite making fewer stops, officers are writing significantly more tickets. Citations issued have doubled (+84%) in the same period.

Success in the focus on DUI and increased programs. Fewer arrests, fewer stops, but harder enforcement on DUI and Citations correlates with the metric that matters most to the public: Safety:

Traffic crashes incidence have dropped by 16.5%.



# RECORDS DIVISION

The Records Division of the Kinston Police Department is responsible for the management, maintenance, and dissemination of official police records. This includes incident and arrest reports, DCI validations, and ensuring departmental compliance with reporting requirements established by the North Carolina State Bureau of Investigation (NC SBI) and the Federal Bureau of Investigation (FBI).

Records Division personnel ensure all reports are completed accurately and validated in accordance with National Incident-Based Reporting System (NIBRS) standards. NIBRS is an incident-based reporting system used to collect detailed information on crimes known to law enforcement. These standards are established by the FBI and administered at the state level by the NC SBI. Accurate NIBRS reporting supports crime analysis, transparency, and informed decision-making at the local, state, and federal levels.

In addition to data management and regulatory compliance, Records Technicians provide essential customer service to the public and department personnel. Staff members respond to a high volume of daily telephone inquiries, assist citizens with obtaining incident and crash reports, and process report requests through in-person, mail, and electronic methods. Through these interactions, Records Division staff frequently serve as the first point of contact between the public and the Kinston Police Department.

## Reporting and Records Requests

- Citizens may file or request reports through the following methods:
- Emergency Reporting: Dial 911
- Non-Emergency Reporting: 252-559-6118 or 252-939-3160
- Online Incident Reporting: [www.kinstonpd.org/FormCenter/Police-Forms-5/Incident-Report-113](http://www.kinstonpd.org/FormCenter/Police-Forms-5/Incident-Report-113)
- Incident and crash reports may also be requested online at: [www.kinstonpd.org/FormCenter/Police-Forms-5/Incident-Report-113](http://www.kinstonpd.org/FormCenter/Police-Forms-5/Incident-Report-113)

## Kinston Police Department Records Staff Members



Sergeant B Biggins  
PIO/Records Supervisor



Emma Slabbert  
Data Analytics Manager



Andrea Sutton  
Records Technician



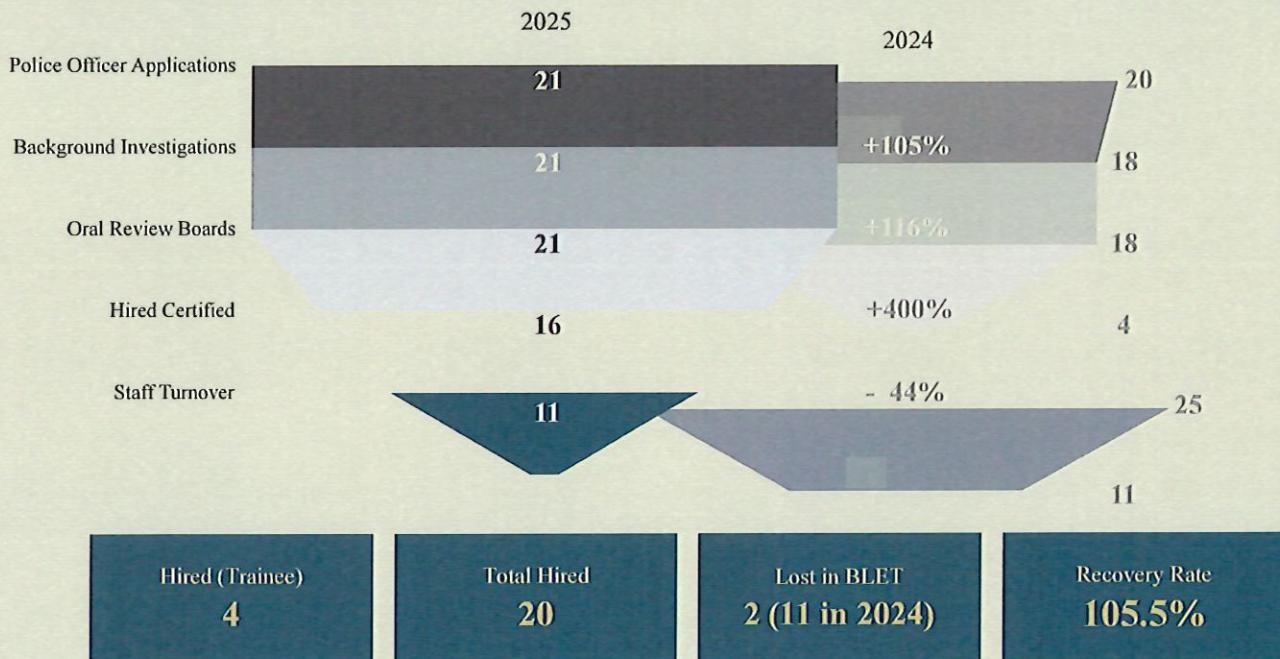
Genesis Juckett  
Records Technician

# RECRUITMENT AND RETENTION

IN 2025, KPD ACHIEVED A 105.5% REPLENISHMENT RATE, MEANING WE NOT ONLY REPLACED DEPARTING PERSONNEL BUT SUCCESSFULLY FILLED CRITICAL VACANCIES, CLOSING THE STAFFING GAP BY 5.5%.

Effective recruitment, hiring, and retention of qualified law enforcement personnel are essential to maintaining a safe and thriving community. The Kinston Police Department recognizes that a diverse and inclusive workforce that reflects the community it serves enhances public trust, collaboration, and organizational transparency.

The Kinston Police Department continues to work in partnership with the City of Kinston Human Resources Department and utilizes multiple recruitment avenues to strengthen its hiring and selection processes. Through the implementation of new initiatives, policy enhancements, and best practices, the department is pursuing innovative strategies designed to attract, hire, and retain high-quality candidates committed to professional policing and community service.



Sergeant J Moody  
Recruitment

	2023	2024	2025
Other LE Agency	3	9	3
Retired	2	2	0
Out of Law Enforcement	8	9	1
Duress	1	5	7

Source: Data Table; Discipline & Grievances, 2025 (KPD) Law Enforcement Accreditation Pg 5

Total Full Time Employees <b>64</b>	Total Sworn Employees <b>59</b>	Non-Supervisory Positions <b>44</b>	Vacancies <b>4</b>
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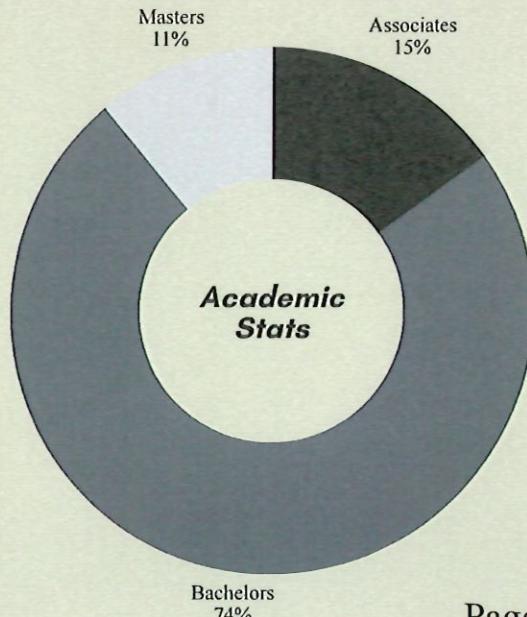
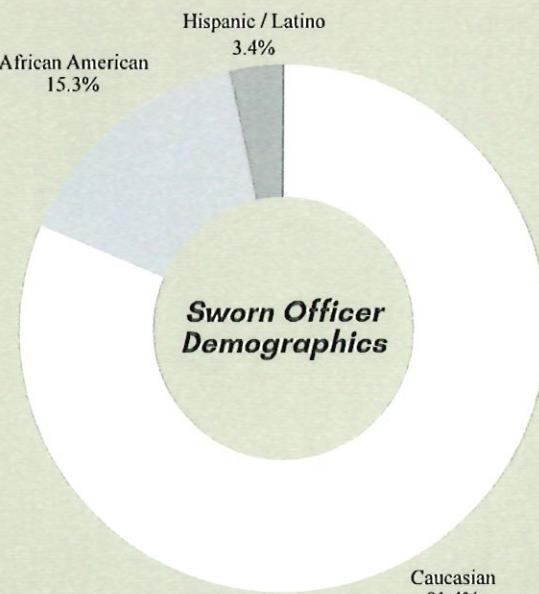
	White Non-Hispanic		Black Non-Hispanic		Hispanic Latino Any Race		Other		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Qualified Applicants	14	2	2	2	0	1	0	0	21
Applicants Hired	13	2	2	2	0	1	0	0	20
Percent Hired	92.86%	100%	100%	100%	100%	100%	100%	100%	95.20%
% Workforce	23%		6%		2%		0%		

Source: Data Table: Hiring Analysis, 2025 (KPD) Law Enforcement Accreditation Pg 11

Executive
Command
Supervisory
Non-supervisory
Non-Sworn



Source: Statistics and Data Tables, 2025 (KPD) Law Enforcement Accreditation Pg 10



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## 2025's New Hires



D GRINDER



T GARRETT



D BUSBY



J BENJAMIN



J McDEVITT



T FULLER



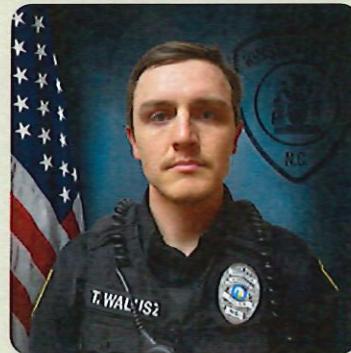
D RICHARDSON



R OVERLIN



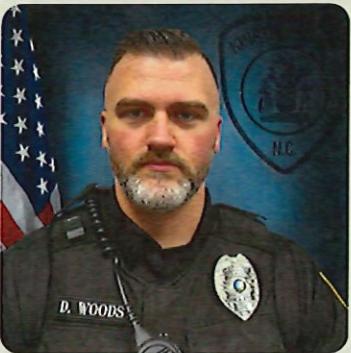
C SMITH



T WALUZ



M POOLE



D WOODS



D McDougald



M ZAK

# ACCREDITATION

In 2025, the agency will continue working toward simultaneous accreditation with the Commission on Accreditation for Law Enforcement Agencies (CALEA) and the North Carolina Law Enforcement Accreditation (NCLEA). This dual accreditation process is a significant milestone for our agency, demonstrating our commitment to upholding the highest standards in law enforcement practices. Our new Accreditation Manager, who started in May, has already begun collaborating closely with CALEA and the NCLEA to streamline and enhance the accreditation process.

Checklist				
Item	Status	Owner	Due Date	Notes
NCLEA Stds & Policies	<span>✓ Completed</span>	8	30 Nov 2025	
NCLEA Proofs	<span>📝 In progress</span>	8	31 Jan 2026	
NCLEA Mock Assesment	<span>👀 Under review</span>	8	04 Mar 2026	
NCLEA Audit	<span>⌚ Not started</span>	8	29 May 2026	
CALEA Stds & Policies	<span>✓ Completed</span>	8	24 Dec 2025	
CALEA Proofs	<span>📝 In progress</span>	8	09 Jun 2026	
CALEA Mock Assesment	<span>⌚ Not started</span>	8	⌚	
CALEA Audit	<span>⌚ Not started</span>	8	⌚	



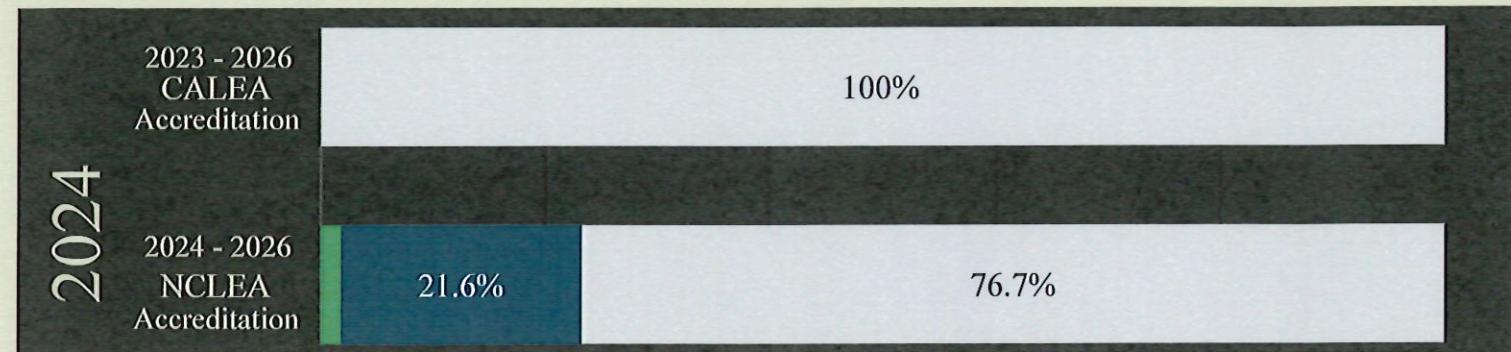
Captain J Poole



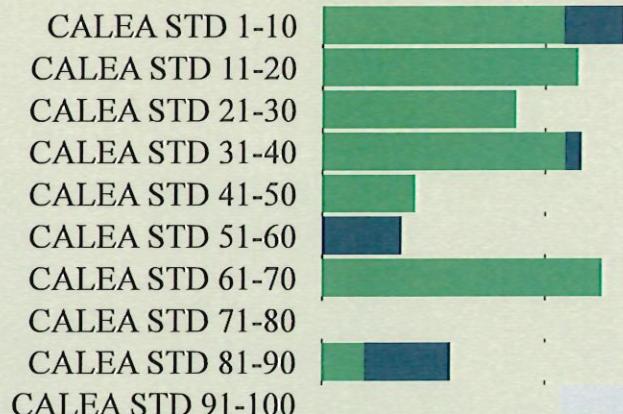
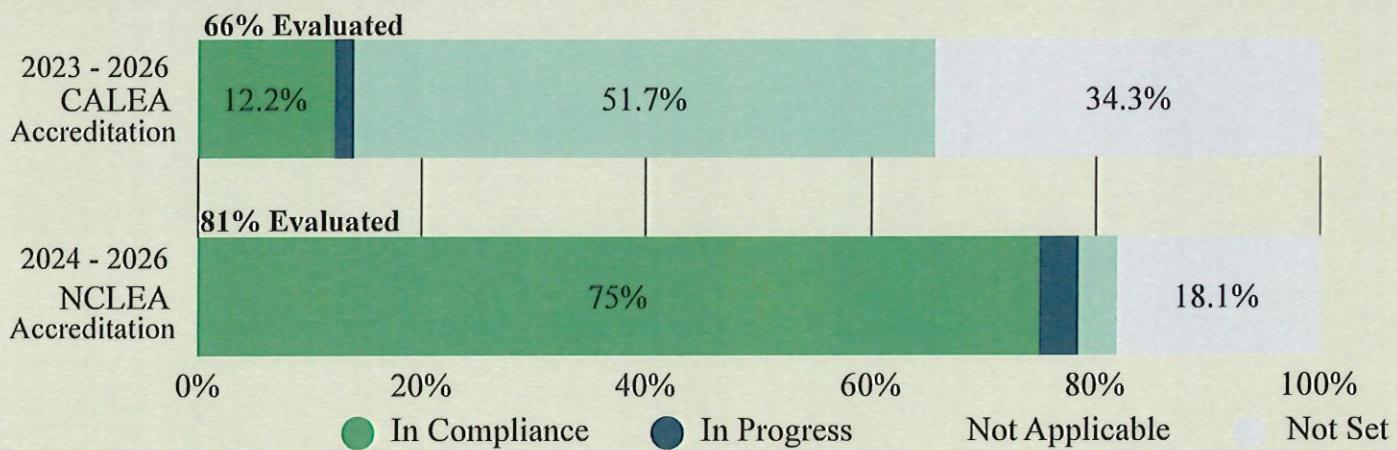
2025 REPORT: OVER 80% OF NCLEA STANDARDS NOW EVALUATED

## 2025 MARKS SIGNIFICANT PROGRESS IN CALEA & NCLEA ACCREDITATION

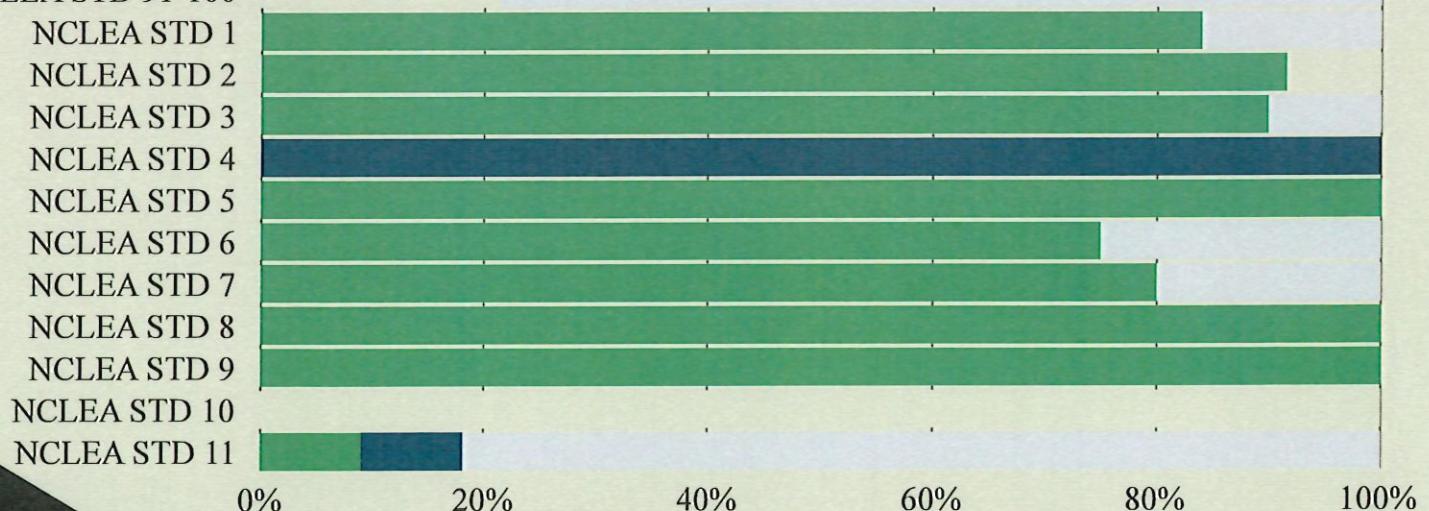
2024



2025



Based on the dramatic shift from the mostly gray ("Not Set") bars in 2024 to the green ("In Compliance") bars in 2025:  
 2025 Gains: The 2025 section shows "66% Evaluated" for CALEA and "81% Evaluated" for NCLEA, with the NCLEA "In Compliance" metric jumping to 75%.



We didn't just move the needle, we buried it—thank you for the team effort to crush our 2025 accreditation goals. Results like this don't happen by accident, they happen because of this team's relentless dedication.

# TRAINING DIVISION

The Kinston Police Department Training Division is responsible for coordinating, documenting, and delivering comprehensive training to ensure all personnel remain prepared, professional, and compliant with state and departmental standards. During the reporting year, the Division oversaw mandatory in-service requirements, continuing education, leadership and professional development opportunities, and conference attendance for sworn and civilian staff. Collectively, department personnel completed over 7,000 hours of training, reflecting a strong commitment to operational readiness and career development. The Training Division also administers the Field Training Officer (FTO) Program, providing structured onboarding and mentorship for newly hired officers, which is addressed in further detail in the following section.

## Leadership Training:

### Command & Executive Leadership

- FBI-LEEDA Trilogy (Supervisor, Command, Executive)
- Law Enforcement Executive Program
  - Police Chief's Institute
- Admin Officers Management Program
  - Ethical & Servant Leadership

### Supervision & Instructor Development

- General & Field Training Officer (FTO) Instructor
  - Internal Affairs & Civil Liability
  - Mid-Level & First Line Supervision
- Specialized Instructors (Hazmat, PepperBall)
  - Supervising Critical Incidents

## General Training:

### Specialized Investigations

- Violent Crime: Homicide, Suicide, & Gang Investigations (Basic/Adv)
- Drugs: Narcotics Inv. (Basic/Adv), Drug Enforcement for Patrol
- Forensics: Fundamentals of CSI, Property & Evidence Mgmt.
- Interviewing: Basic & Advanced Interrogation
  - Human Operations: Human Trafficking, Fugitive Apprehension

### Tactics & Response

- High Risk: Basic SWAT, Active Shooter, Hostage Negotiations
- Field Ops: Building Search Tactics, Criminal Interdiction
- Officer Safety: Surviving the First 3 Seconds, Direct Threat Engagement, TacMed & TECC
- Preparedness: CERT Basic Training, Preventing Violent Extremism

### Patrol & Traffic Safety

- DWI Enforcement: SFST, Intoximeter, Warrantless Searches
- Speed Enforcement: RADAR & LIDAR Certification
- Community: Community Oriented Policing, Interdiction for Protection of Children
- Process: Search Warrant Prep, Law Institute

**OVER 7,000 HOURS OF TRAINING**

## Conferences

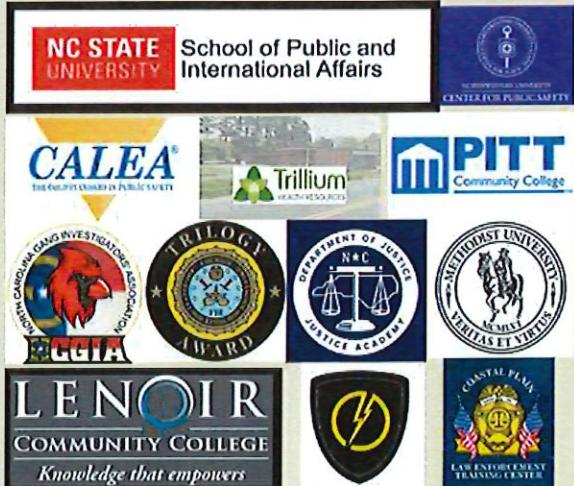
- NCTOA Conference
- NC R.I.S.E. Back to School Safety Summit
  - Recovery Alliance Initiative Summit
- 2025 NCIAI Annual Educational Conference
  - 2025 SERSUN Training Conference
  - NCHIA Annual Homicide Conference
- North Carolina Community Alternative for Youth
- 2025 Gangs Across the Carolinas Annual Conference
- 31<sup>st</sup> Annual Reflections Symposium on Child Abuse and Neglect
  - CALEA Conference
- NC Association of School Resource Officer Conference
  - M is for Murder Conference
  - Eastern North Carolina Gang Conference
  - NCLEAN Accreditation Conference
  - NCDPA Annual K9 Conference

**Mandated Inservice Training**  
North Carolina Law Enforcement Officers certified by the Criminal Justice Education and Training Standards Commission must complete 24 hours of mandatory in-service training annually. Annual training on Blood Borne Pathogens and TASER must also be conducted. Topics Included:

- 2025 Juvenile Justice
- 2025 Firearms Training and Qualification
- 2025 Evidence Handling Best Practices
- Understanding and Responding to Matters of Civil Process
  - 2025 LE Mental Health/Cultivating Resiliency
  - 2025 Leading by Example (Ethics)
    - 2025 Legal Update
    - Targeting the Elderly
  - Annual TASER Certification
- 2025 Recognizing and Responding to Hazardous Substances
- 2025 Legislative Update
- Responding to Traffic Incidents – Officer Safety
  - Blood Borne Pathogens

## Field Training Officer (FTO) Program:

The Field Training Officer (FTO) Program serves as a critical component of the Kinston Police Department's training and professional development framework. Throughout the reporting year, certified FTOs provided structured, hands-on instruction, evaluation, and mentorship to newly hired officers. Collectively, FTOs conducted approximately 6,000 hours of field training, resulting in the successful development and transition of 18 new officers into solo patrol assignments. This program ensures new personnel meet departmental standards, demonstrate operational competence, and are prepared to serve the community safely and effectively.



## OVER 6,000 HOURS OF FIELD TRAINING

Train, account and collaborate to enhance officer readiness, promote professional growth, and ensure the Department remains responsive to the evolving needs of the community.

# SWAT UPDATE

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The Kinston Police Department utilizes its Special Weapons and Tactics (SWAT) Team for incidents and operations that present a higher-than-normal level of risk. These include high-risk search warrants, barricaded subjects, hostage situations, the apprehension of violent offenders, and assistance to surrounding agencies when requested.

The SWAT Team is made up of 15 operators and is deployed at the discretion of the Chief of Police. Over the past year, the team added five new operators, increasing overall staffing and strengthening operational capability.

## TRAINING

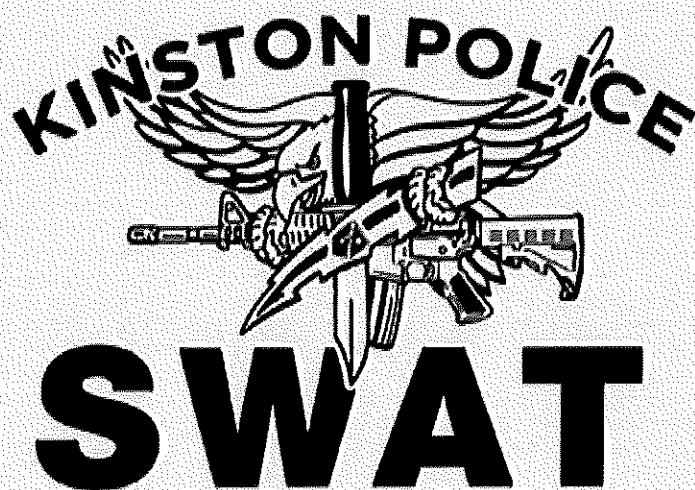
Over the past 12 months, the SWAT Team completed 144 hours of required in-house training conducted during monthly training days. Training focused on core tactical skills including building clearing, hostage situations, operational planning, and physical fitness.

In addition to required training, team members completed 672 hours of additional, voluntary training. These hours included advanced tactical courses, specialty schools, and skill-specific certifications. While not mandatory, this training is strongly encouraged and reflects the commitment of team members to maintaining a high level of readiness.

Specialized training attended during the year included:

- NC Tactical Officers Association Conference
- Emergency Tactical Medical Training
- Rapid Deployment
- Chemical Munitions Training

Ongoing training remains a priority to ensure SWAT personnel are prepared to safely and effectively handle high-risk incidents.



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## MISSIONS

Throughout the year, the SWAT Team coordinated multiple tactical operations, primarily involving the apprehension of violent offenders and execution of high-risk search warrants. When high-risk enforcement actions are identified, SWAT is responsible for operational planning, threat assessment, warrant service coordination, and execution. This includes evaluating risk factors, assigning resources, establishing command and containment plans, and ensuring officer safety during dynamic or high-threat incidents.

## UPDATES

Over the last year, the SWAT Team experienced significant leadership transitions. Major Turner and Sergeant Burkett retired from the team, concluding distinguished careers marked by dedication and service to the Kinston community.

Following these retirements, Captain Ard assumed responsibility as SWAT Team Commander, and Captain Willis took over duties as a SWAT Team Leader, ensuring continuity of leadership and supervision within the team.

The SWAT Team continues to play a critical role in officer safety and public safety operations. The team's training, experience, and operational performance remain essential to the department's ability to safely manage high-risk incidents within the City of Kinston and surrounding jurisdictions.



# K-9 UNIT UPDATE

The Kinston Police Department K-9 Unit is utilized primarily for the detection of narcotics and other contraband, the apprehension of criminal suspects, the recovery of evidence, and in situations where deployment enhances officer safety.

In 2025, the K-9 Unit continued to serve as a critical operational and community-engagement asset for the Department. During the year, K-9 teams conducted 21 tracks involving fleeing suspects and missing persons, successfully locating or apprehending 15 individuals, resulting in a success rate exceeding 70 percent.

K-9 teams were deployed 221 times throughout the year for narcotics searches and patrol-related operations. These deployments directly contributed to 53 arrests in which the use of a K-9 was instrumental, all of which were completed without any bites. In addition to enforcement activities, the Unit conducted 15 community demonstrations, enhancing public visibility and strengthening community trust.

Operational efforts by the K-9 Unit resulted in significant seizures related to drug trafficking, including:

- Over 1 kilogram of cocaine
- 109 grams of methamphetamine
- 40 grams of fentanyl
- Approximately \$14,000 in illicit drug-trafficking proceeds
- 8 firearms recovered

During the year, the Unit also experienced a personnel transition. Sergeant Miller transferred from the K-9 Unit, and Officer C. Wilkins assumed handler responsibilities for K-9 Nero, ensuring continued operational readiness and continuity within the Unit.

Training and professional development remained a priority throughout the year. In 2025, K-9 teams completed 1,134 hours of training, attended the North Carolina Police Dog Association (NCPDA) Conference, completed K-9 Legal Issues training through the North Carolina Justice Academy, and maintained annual certification through the NCPDA.



K-9 Nero  
Officer C. Wilkins



K-9 Loki  
Officer C. Heath



K9 Kilo  
Officer W. Thompson



K9 Knox  
Officer J. Stroud

# THERAPY K-9 PROGRAM

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In 2025, the Kinston Police Department expanded its employee wellness and community engagement efforts through the introduction of a Therapy K-9 program. The department's therapy dog, Grainger, was generously donated by William and Erin Stanley of Lenoir County. A key objective of the program was to implement and sustain it at no cost to Kinston taxpayers. That goal was successfully achieved through community donations and the commitment of Grainger's handler, who assumed all ongoing financial responsibilities associated with the program.

The Therapy K-9 program is designed to support the mental health and overall well-being of department personnel while also enhancing positive interactions with the community. At the conclusion of 2025, Grainger formally began his therapy dog training and certification process.

Since joining the Kinston Police Department in July 2025, Grainger has participated in several community events and departmental functions, providing comfort, stress relief, and positive engagement opportunities for both officers and residents. The program continues to strengthen relationships between the department and the community while promoting wellness within the agency.



K9 Grainger  
Sergeant B Biggins



# Volunteers

## Sentinel Program

The Sentinel Program is a community-based volunteer initiative that enhances police services within the City of Kinston while maintaining no additional cost to taxpayers. Through this partnership, trained volunteers support departmental operations by providing a visible presence, assisting with non-emergency services, and promoting positive relationships between the police department and the community.

Sentinels patrol assigned areas of the city in marked Sentinel vehicles and perform duties that allow sworn personnel to focus on emergency response and enforcement activities. Their involvement contributes to crime prevention, community engagement, and overall service efficiency.

Sentinel responsibilities include, but are not limited to, crime prevention and community education efforts, support of Neighborhood Watch programs, residential and business security checks, responses to non-threatening calls for service, completion of incident reports when appropriate, vacation house checks, funeral escorts, and traffic control during special events or incidents.

## Cold Case

The Cold Case Volunteer Program was established in 2025 to support the Kinston Police Department's investigative efforts involving unsolved cases. The program utilizes trained volunteers to assist with organized case file review, documentation management, and identification of potential investigative leads for review by sworn personnel. This initiative enhances investigative efficiency, preserves case continuity, and ensures continued attention to cold cases while allowing detectives to focus on active investigations. In 2025, the program was supported by volunteers Amanda Denise and Karman Harris, whose contributions were instrumental in establishing and maintaining the program.



Sentinel  
G Rybolt



Sentinel  
R Hooker



Cold Case Unit  
Amanda Denise



Cold Case Unit  
Karman Harris

# Promotions



CAPTAIN J WALKER



CAPTAIN J BEST



SERGEANT  
J WILLIAMS



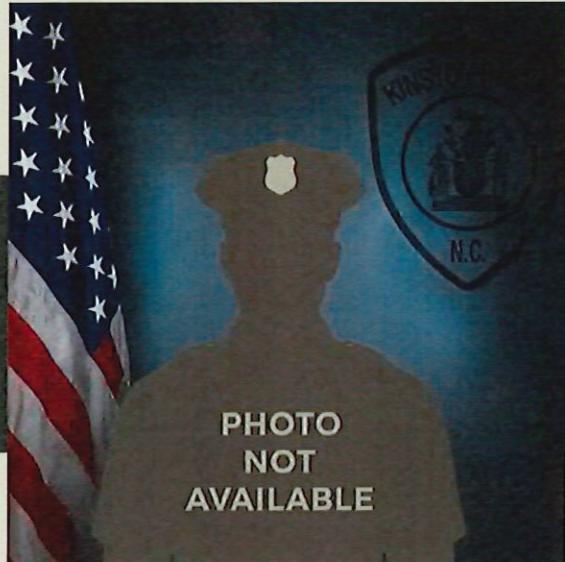
SERGEANT  
L MILLER

# Annual City of Kinston Years of Service Awards



G Juckett

5 Years



Detective J Delaney

10 Years



Captain J Poole

20 Years



Major K Jenkins

20 Years

# 2025 OFFICERS OF THE MONTH



A Gomez



C Wilkins



J McDevitt



D Busby



W Thompson



E Slabbert



A Gomez



T Fuller



J Herbert



J Benjamin



M Pool



T Normile

# 2025 Kinston Police Department Awards



Rookie of the Year  
Officer T. Fuller



Detective of the Year  
Corporal A. Wilson



Officer of the Year  
Corporal J. McDevitt



Supervisor of the Year  
Captain J. Best



Distinguished Service  
Sergeant J. Moody



Distinguished Service  
Corporal D. Busby



Meritorious Police Duty  
Officer J. Hewitt



Meritorious Police Duty  
Data Analyst Manager E. Slabbert



James T. Webb Award  
Corporal D. Grinder



Sgt. Ronnie Sutton Traffic Award  
Officer B. Davis



Combat Star Medal  
Captain A. Willis



Combat Star Medal  
Corporal J. McDevitt



Citizen Commendation  
Amanda Denise



Citizen Commendation  
Karman Harris



Distinguished Unit Award  
KPD's Investigations Division

### Expert Pistol (37)

- Officer Bashio Anthony
- Captain Caleb Ard
- Cpl. Andrew Beck
- Cpl. Jeffery Benjamin
- Captain Jacob Best
- Officer Tylor Brokaw
- Sgt. Jay Burkett
- Cpl. David Busby
- Sgt. Doug Conner
- Officer Davis
- Cpl. John Delaney
- Officer Jeremy Falkowski
- Officer Triston Fuller

- Cpl. Tyler Garrett
- Cpl. Alex Gomez
- Sgt. Seth Harrison
- Cpl. Jeffrey Herbert
- Cpl. McKinley Jones
- Cpl. James Marshburn
- Cpl. James McDevitt
- Officer Dominique McDougald
- Captain Nathan Metts
- Sgt. Lucas Miller
- Sgt. Jay Moody
- Cpl. Trevor Normile
- Officer Ronald Overlin

- Captain Joshua Poole
- Officer Cody Smith
- Sgt. Oliver Stewart
- Cpl. Justin Stroud
- Major Brandon Turner
- Captain Julian Walker
- Officer Candace Wilkins
- Sgt. Robert Williams
- Captain Andrew Willis
- Cpl. Andrew Wilson
- Officer Michael Zak

#### Top Shot Officer

Trevor Normile: 100%

#### Top Shot Shift

C Shift: 96.95%

### Safe Driving (19)

- Captain Caleb Ard
- Captain Jacob Best
- Officer Tylor Brokaw
- Sgt. Jay Burkett
- Sgt. Doug Conner
- Officer Blake Davis
- Cpl. John Delaney

- Sgt. Seth Harrison
- Cpl. Jeffrey Herbert
- Cpl. McKinley Jones
- Cpl. James Marshburn
- Captain Nathan Metts
- Sgt. Jay Moody
- Cpl. Trevor Normile

- Captain Joshua Poole
- Cpl. Justin Stroud
- Captain Julian Walker
- Sgt. Robert Williams
- Cpl. Andrew Wilson

### Progress (17)

- Captain Caleb Ard
- Captain Jacob Best
- Officer Tylor Brokaw
- Sgt. Jay Burkett
- Sgt. Doug Conner
- Officer Blake Davis

- Cpl. John Delaney
- Sgt. Seth Harrison
- Cpl. Jeffrey Herbert
- Cpl. James Marshburn
- Captain Nathan Metts
- Sgt. Jay Moody

- Captain Joshua Poole
- Cpl. Justin Stroud
- Captain Julian Walker
- Sgt. Robert Williams
- Cpl. Andrew Wilson

## Life Saving (6)

### Major Brandon Turner

On January 27, 2024, Major Turner was driving to work and checked out with what appeared to be a disabled vehicle; however, upon his approached, he realized a six-year old child was suffering a medical emergency. After assessing the situation, Major Turner quickly realized the child wasn't breathing. Major Turner performed CPR on the child and the child began to breath on his own.

### Cpl. James McDevitt

On July 15, 2025, Corporal McDevitt, along with several other officers responded to 1513 Stroud Avenue in reference to a 12-year-old suffering from a gunshot wound to his back as well as a gunshot graze to his head. Without hesitation, he applied 'Quick-Clot' gauze and exerted pressure to control the bleeding, all while being careful to avoid impeding the victim's airway. Noticing that the victim was experiencing difficulty breathing, Corporal McDevitt assessed the situation and suspected a sucking chest wound. He retrieved a chest seal from his trauma kit but determined it was potentially faulty due to heat exposure. He then improvised by using a latex glove as a makeshift seal, maintaining airway integrity and pressure until fire and EMS personnel arrived. His quick thinking, technical skill, and decisive action in this high-pressure situation directly prevented what could have been a probable death or further serious injury.

### Officer Tylor Brokaw / Officer Blake Davis / Cpl. Tyler Garrett

On July 26, 2025, officers responded to the 300 block of S. Davis Street, at the Richard Green Apartments, in reference to a gunshot victim. Upon arrival, officers located a male subject suffering from multiple gunshot wounds, including injuries to his right leg, lower back, neck, right arm, and a vital area below the waist. Together, Officers Brokaw, Davis, and Corporal Garrett coordinated life-saving efforts, including applying gauze and maintaining pressure on the victim's wounds in an effort to control significant blood loss. Their sustained actions continued until EMS personnel arrived and assumed medical care. Due to the number and location of the victim's injuries, the immediate and coordinated actions of these three officers directly resulted in a life being saved.

### Officer Julia Jones

On October 28, 2025, Officer Jones, along with several other officers responded to 205 Wilson Avenue in reference to a 4-month-old infant actively choking at 205 Wilson Avenue. Upon arrival, Officer Jones was met in the front yard by the infant's mother, who was holding her baby. Officer Jones observed that the infant was struggling to breathe and was not making any sounds, indicating a possible airway obstruction. Acting quickly and decisively, she positioned the infant face down, supporting the child securely with one hand, and delivered several firm back blows. The infant responded by expelling the obstruction and immediately began to cry, indicating that the airway was cleared and normal breathing had resumed. Officer Jones' prompt response, calm demeanor, and decisive actions directly resulted in saving the life of the infant.

## **Distinguished Unit**

### **Investigations Division**

From July 2025 through September 2025, the City of Kinston experienced a surge in gun violence. During this period the Investigations Division, comprising General Investigations, the Crime Lab, and the Violent Crime Action Team (VCAT) was tasked with investigating twelve shootings in which victims were murdered, struck by gunfire, shot at, or had their residence struck by gunfire.

Over the course of sixty days, investigators worked tirelessly, often around the clock, to ensure justice for the victims and safety for the community. Their professionalism, commitment, and attention to duty were exemplary. As a result of their relentless efforts, more than fifteen individuals were arrested and charged with Attempted First-Degree Murder, Conspiracy, Accessory, or Aid & Abet. An additional four suspects were charged with First Degree Murder, Conspiracy, Accessory, or Aid & Abet. Remarkably, every shooting case investigated during this period was closed and cleared by arrest.

## **Distinguished Service (2)**

### **Cpl. David Busby**

Upon starting with the Kinston Police Department, Corporal Busby brought a wealth of knowledge that has greatly contributed to solving and preventing crimes. His expertise was instrumental in a domestic violence investigation that resulted in the seizure of nearly one kilogram of cocaine. Corporal Busby has served as an outstanding ambassador through his recruiting efforts, successfully bringing in four officers. His dedication and commitment have made a lasting impact on both the community and the department, enhancing public safety and ensuring the City of Kinston is protected by highly trained and qualified officers.

### **Sgt. Jay Moody**

Over the course of 2025, Sgt. Jay Moody's commitment and outstanding contributions as the Recruiting Officer has resulted in 17 successful hires within a single year at the Kinston Police Department. In a time when law enforcement agencies across North Carolina are facing unprecedented staffing challenges, nearly half reporting vacancy rates above 10%, and a quarter exceeding 20%, Sgt. Moody has distinguished himself through unwavering dedication and exceptional performance. His tireless efforts have positioned our department as a leader in recruitment during one of the most difficult periods in recent memory.

## **Meritorious Police Duty (2)**

### **Officer John Hewitt (Previously Awarded)**

On March 11, 2025, at 12:13 p.m., Officer Hewitt's quick thinking and decisive actions saved the life of an individual who had been reported missing and was in imminent danger of harm. Upon responding to a call concerning the individual's whereabouts near the Neuse River, Officer Hewitt demonstrated not only bravery but also profound compassion. Recognizing the critical nature of the situation, he engaged with the individual in a manner that was both empathetic and skillful, ultimately preventing them from jumping into the river.

### **Emma Slabbert**

Through her exceptional analytical skills and innovative mindset, Emma provided officers and command staff with critical intelligence that has directly contributed to solving complex cases and preventing further acts of violence. Her ability to transform intricate data into actionable insights has strengthened operational planning and improved the overall effectiveness of investigations. Emma's professionalism and unwavering commitment to supporting law enforcement efforts embody the highest standards of teamwork and service. Her contributions have made a profound and measurable impact on the continued success of the department's mission.

# GRANTS UPDATE

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The Kinston Police Department has been proactive in seeking and securing federal and state grants to bolster its capabilities and enhance public safety. Through diligent efforts and strategic planning, the department has been able to obtain funding to support various initiatives, ranging from advanced training programs for officers to the acquisition of cutting-edge technology. These grants have enabled the department to address critical needs, improve response times, and implement innovative crime prevention strategies, ultimately benefiting the entire community.

One of the key advantages of these grants is the ability to undertake projects that would otherwise be financially challenging. For example, the department has utilized grant funding to enhance community policing efforts, support youth outreach programs, and invest in state-of-the-art equipment that aids in crime detection and investigation. By leveraging these resources, the Kinston Police Department not only improves its operational effectiveness but also strengthens its commitment to fostering a safer, more connected community. The continued pursuit of federal and state grants remains a priority, ensuring that the department can adapt to evolving challenges and maintain its focus on excellence in public service.

In 2025, the KPD received four grants:

- The North Carolina Governor's Highway Safety Program (GHSP) Traffic Safety Grant provides funding to support initiatives aimed at reducing traffic crashes and fatalities across the state. Administered by the North Carolina Department of Transportation, this grant helps law enforcement agencies, local governments, schools, and nonprofit organizations implement programs focused on impaired driving prevention, seat belt safety, young driver education, motorcycle safety, and pedestrian awareness. KPD has been awarded \$16,500 in funds to be utilized for traffic enforcement overtime.
- The FY25 Supporting Law Enforcement Agencies in Seeking Accreditation grant, offered by the Office of Community Oriented Policing Services (COPS Office), is designed to help law enforcement agencies achieve accreditation by ensuring their policies and procedures meet the highest standards set by accreditation entities. This funding opportunity is part of the Community Policing Development (CPD) Accreditation program, which aims to enhance law enforcement capacity, promote effective policing strategies, and support crime prevention efforts. Accreditation helps agencies implement best practices, fostering efficient, fair, and community-focused policing. KPD has been awarded \$51,270 in funds to assist with seeking agency accreditation.
- The FY25 Law Enforcement Mental Health and Wellness Act (LEMHWA) Grant, administered by the Office of Community Oriented Policing Services (COPS Office), is designed to support law enforcement agencies in enhancing mental health and wellness services for officers and their families. This funding aims to improve access to peer support, training, suicide prevention, stress reduction, and clinical support programs, helping agencies implement best practices for officer well-being. Eligible applicants include state, local, tribal, and territorial law enforcement agencies, with funding available for LEMHWA Implementation Projects that focus on expanding mental health resources. KPD has been awarded \$136,020 in funds to assist with Law Enforcement Mental Health and Wellness.
- The FY25 Patrick Leahy Bulletproof Vest Partnership (BVP) Program from the Bureau of Justice Assistance awarded KPD \$7,101. The funds were utilized to purchase body armor vests for law enforcement officers.

# AGENCY STATS

2025

## 2025 YEARLY CRIME STATS

Kinston Police Department | 01.01.2025 – 12.31.25

### CALLS FOR SERVICE



**19,412**

**746** ON-VIEW ARRESTS

When an officer makes an arrest without a warrant but has established probable cause to arrest by observing or "viewing" a criminal offense in his/her immediate presence.



**757** WARRANTS SERVED



**191**

FIREARMS SEIZED

### TRAFFIC CRASHES

**1,038**



### TRAFFIC STOPS

**8,708**



### WARNINGS ISSUED

**10,559**



**4,285** TICKETS ISSUED

Total Violations 14,844

COMMUNITY AND TRUST

| <https://www.ci.kinston.nc.us>

## COMMUNITY ENGAGEMENT

**228**

### Community Engagement F2F Events

We heard you. Since August, we have been counting our partnership presence. Whether it's PACE or Lunch with the Law, we are measuring our success by the strength of our relationships.

**19**

### Police-initiated and Led Education & Awareness Programs

We view this as shared community investment.

By running programs like Explorers we prioritize early intervention over enforcement.

### Unprecedented Transparency

**36.2 MILLION VIEWS &**

**59K COMMENTS**

KPD ensuring "educational continuity" through massive visibility.



### 1H 46M RESPONSE TIME

Engagement isn't just posting; it's listening.

We fielded 534 direct community inquiries with a 73% response rate (up 14%). When you reach out, we answer in under 2 hours—proving that we are available, accountable, and actively

listening.

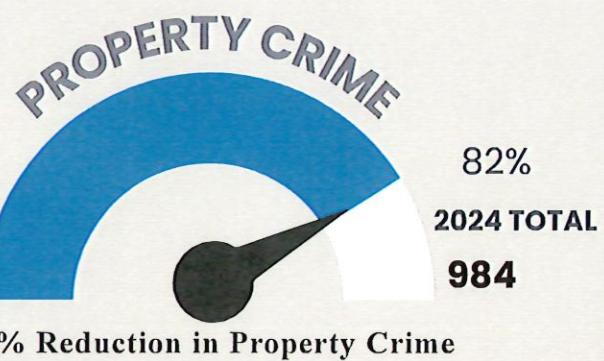
# QUARTERLIES

## CRIME STATS

2025

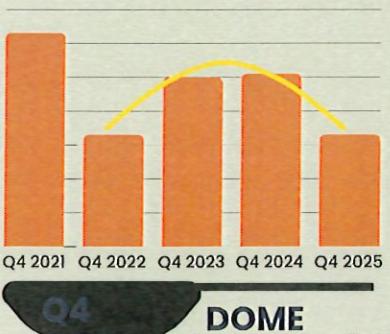
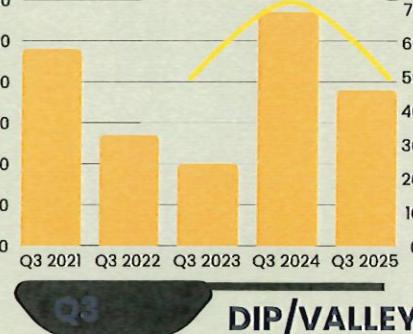
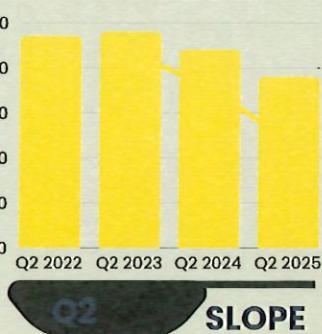
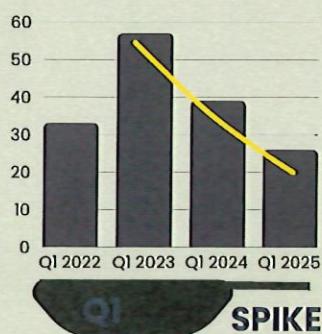
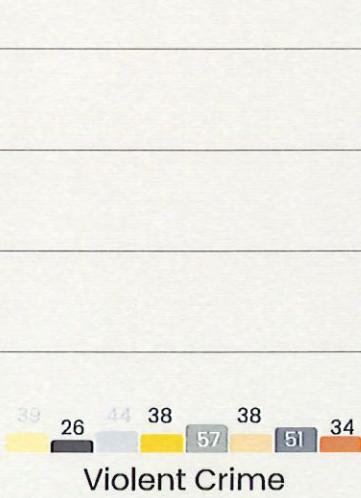
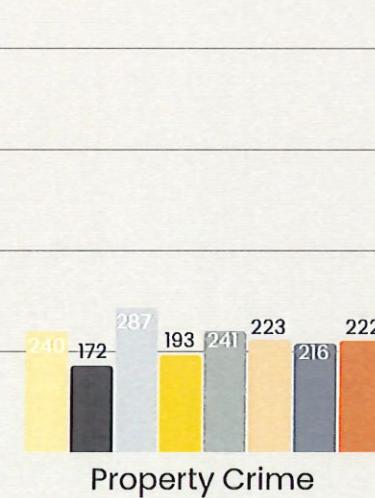
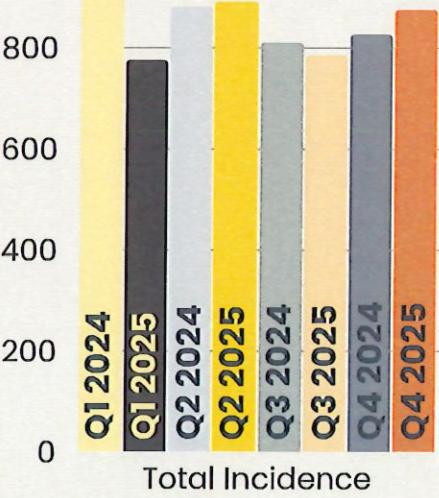
This report provides an overview of the crime stats issued monthly. Report based on National Incident Based Reporting System (NIBRS) standards for compiling Uniform Crime Reporting (UCR) summary statistics.

### Quarterly Crime as a % of 2024 Total



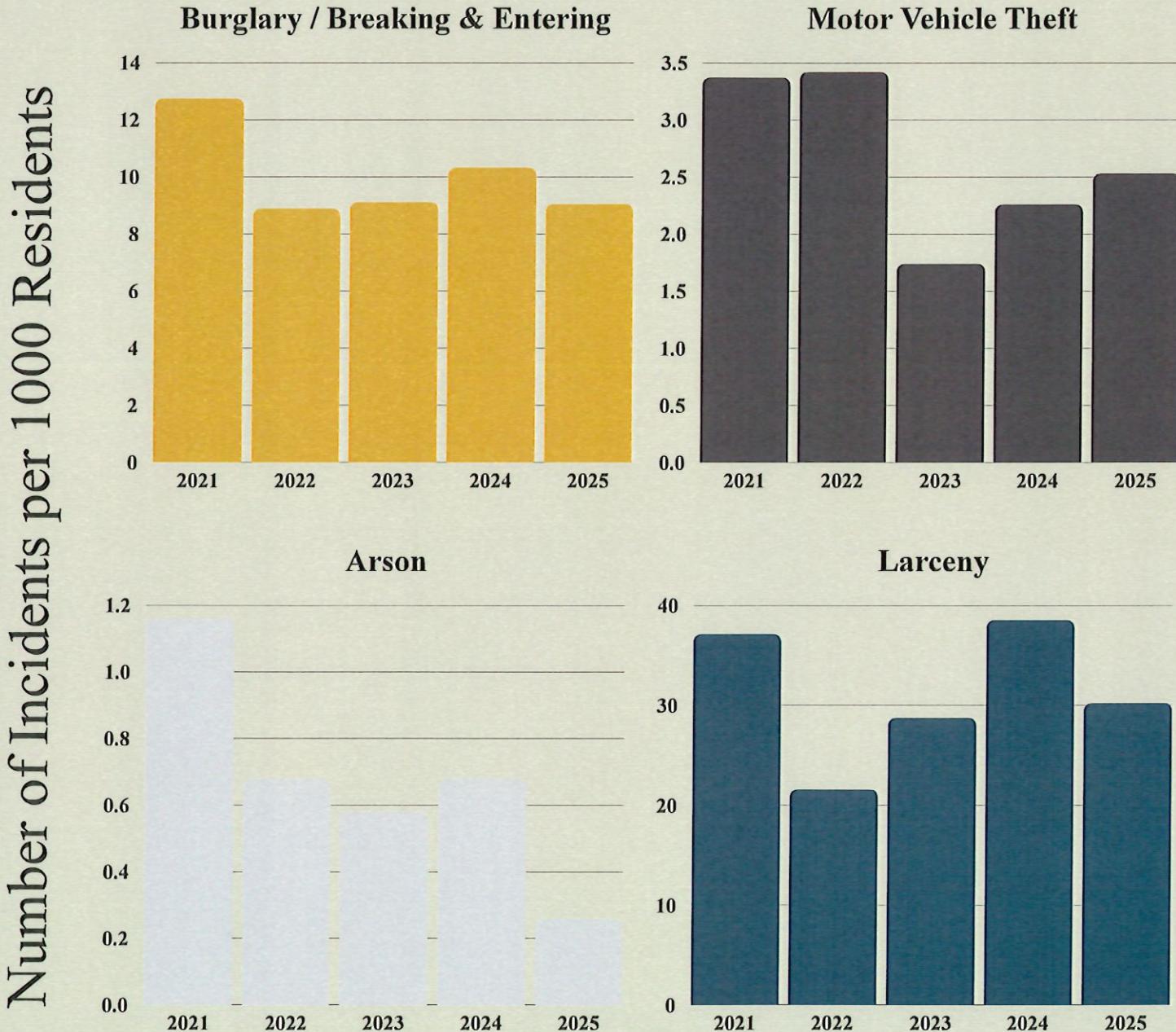
Show the percentage of 2025 TOTAL over the total incidents for 2024

### Quarterly Reporting



# CRIME TRENDS 2025

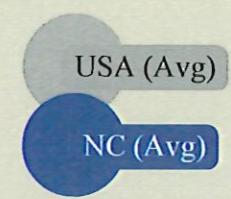
## CRIMES AGAINST PROPERTY FIVE YEAR TRENDING



# CRIME TRENDS - cont.

## CRIMES AGAINST PEOPLE

### FIVE YEAR TRENDING

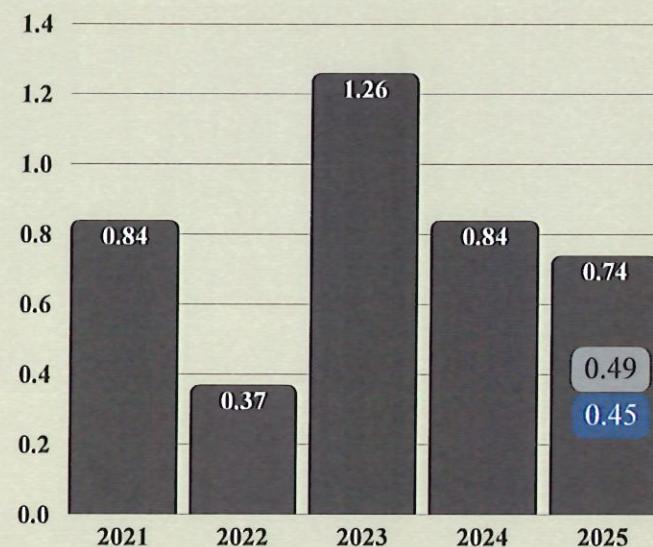


Number of Incidents per 1000 Residents

#### Murder



#### Robbery



#### Sex Offenses



#### Aggravated Assault



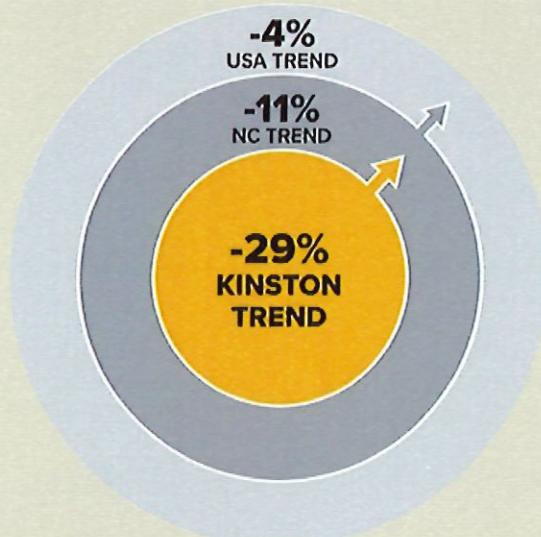
THE DATA INDICATES KINSTON HAS A HIGHER PER-CAPITA CRIME RATE THAN THE STATE/ NATIONAL AVERAGE (WHICH IS EXPECTED FOR AN URBAN HUB VS. RURAL/ SUBURBAN AVERAGES). THE "WIN" HERE IS THE SLOPE OF DECLINE.

# 2025 STRATEGIC BASELINE

## Outpacing the Trend

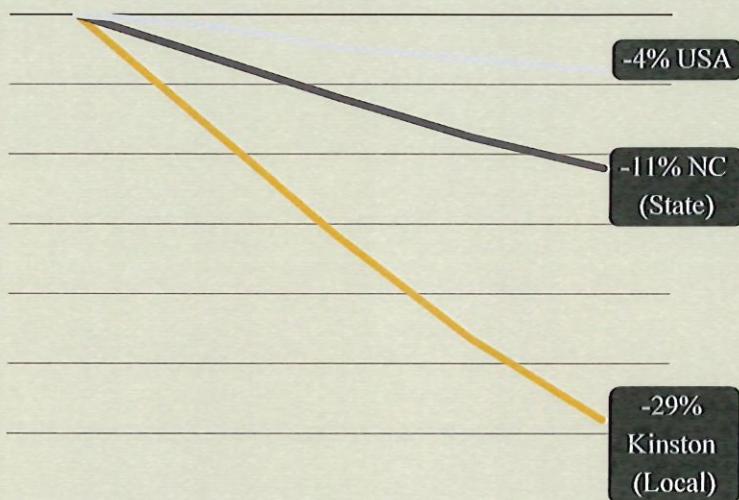
While the nation and state see steady declines, Kinston Police Department is accelerating the disruption of violence locally.

### CRIME REDUCTION DEPTH



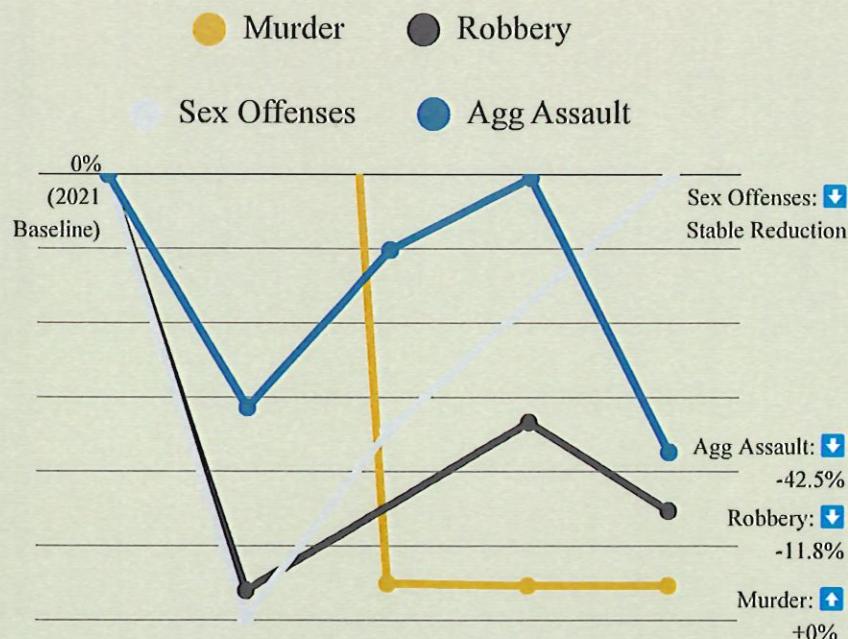
### VELOCITY OF VIOLENT CRIME REDUCTION

Indexed Year-over-Year Change (2024 vs 2025)



### VELOCITY OF CRIME REDUCTION

Indexed Year-over-Year Change (2021 vs 2025)



Note: National and State figures are projected based on mid-year 2025 reporting trends. Kinston figures reflect actual Year-End 2025 performance.

Aggravated Assault (The Big Win):

The Gap: In 2024, Kinston's assault rate was nearly 3x the state average (~8.0 vs ~3.0).

While the State of NC reduced assaults by ~9.8%, Kinston reduced them by ~35%.

We are closing the safety gap three times faster than the state.

Robbery (Converging Trends):

National robbery rates dropped by ~20% in 2025. Kinston mirrored this success, dropping our rate from ~0.83 to ~0.75 per 1,000. We are now within striking distance of the national urban average (~0.60–0.90 for similar-sized cities).

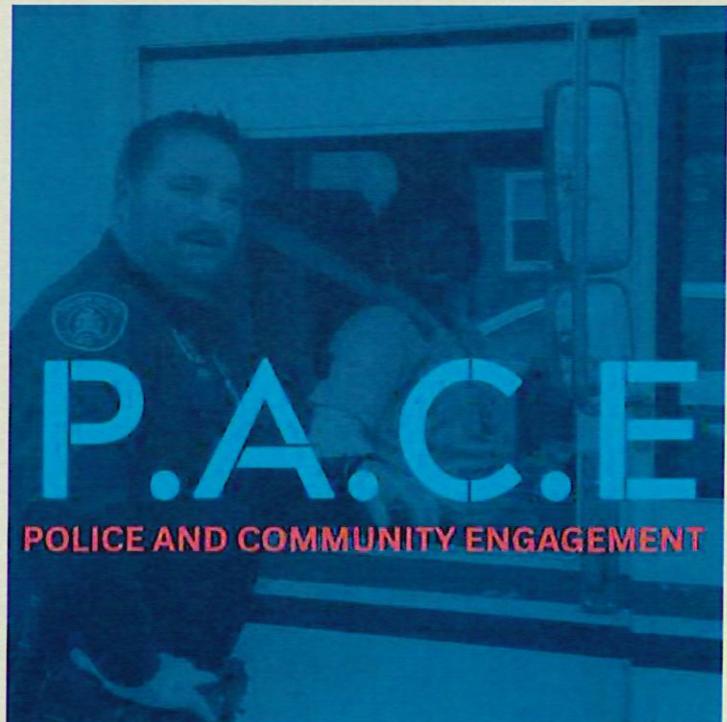
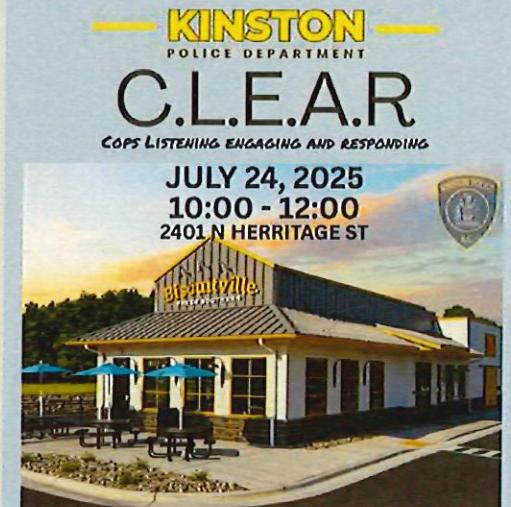
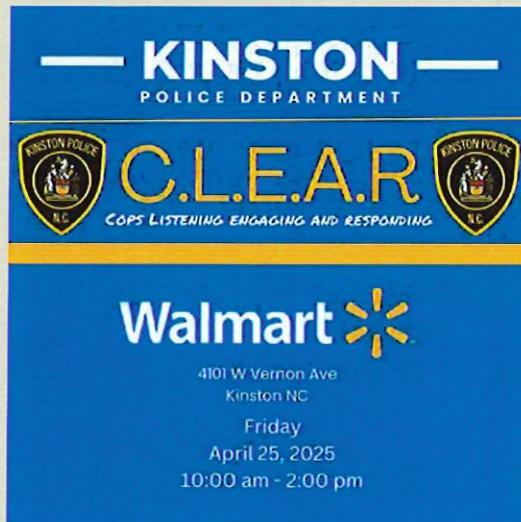
# C.L.E.A.R. & P.A.C.E.

In late 2022, Sgt. Moody introduced C.L.E.A.R. (Cops Listening, Engaging, and Responding) to strengthen police-community relationships in Kinston. Over the past year, multiple C.L.E.A.R. events have been held, providing opportunities for officers to connect with residents, understand community concerns, and collaborate on solutions to local issues.

As part of this initiative, the Police and Community Engagement (P.A.C.E.) group was established, meeting monthly to foster open dialogue between KPD and the community. The group, which reflects Kinston-Lenoir's diversity, focuses on:

- ✓ Community Engagement
- ✓ Juvenile Justice Matters
- ✓ Programming & Public Education
- ✓ Improving Community Trust

By prioritizing non-enforcement engagement, KPD continues to build lasting relationships and trust, reinforcing our commitment to serving and supporting the people of Kinston.



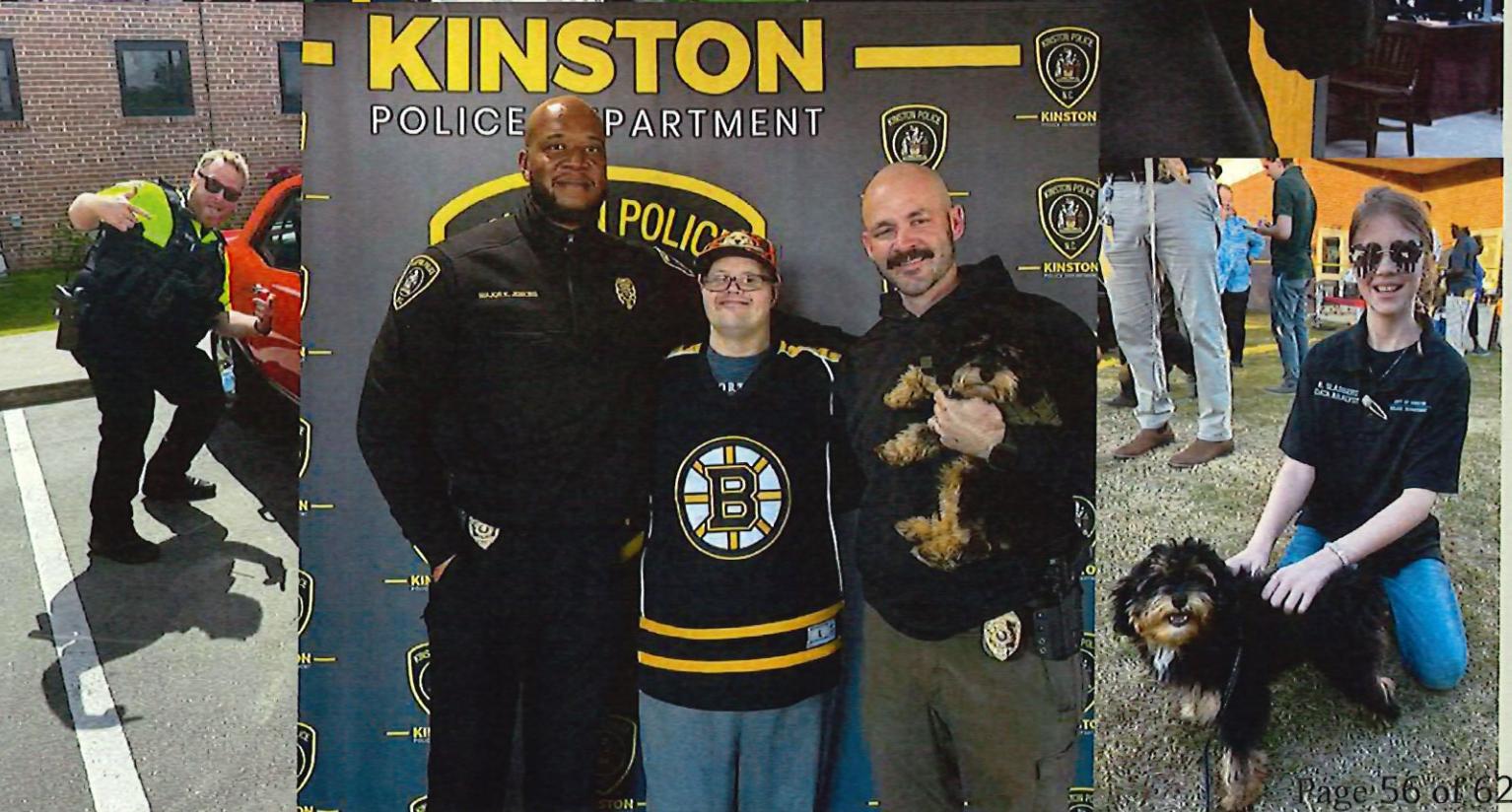
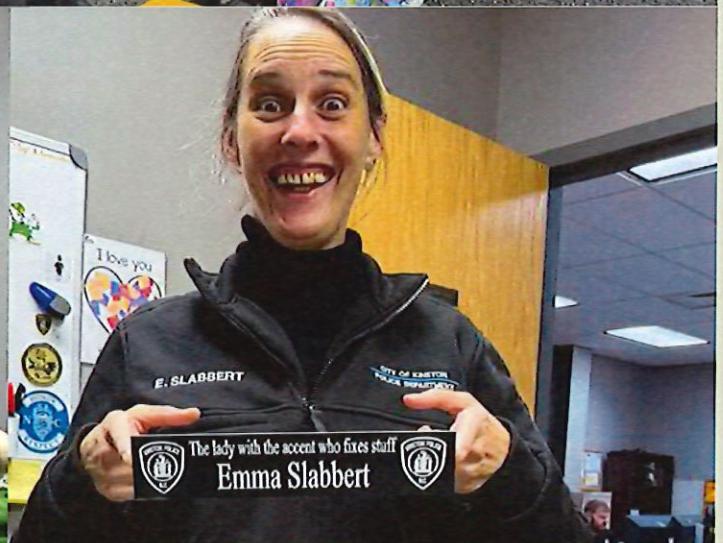
# RETIREMENT

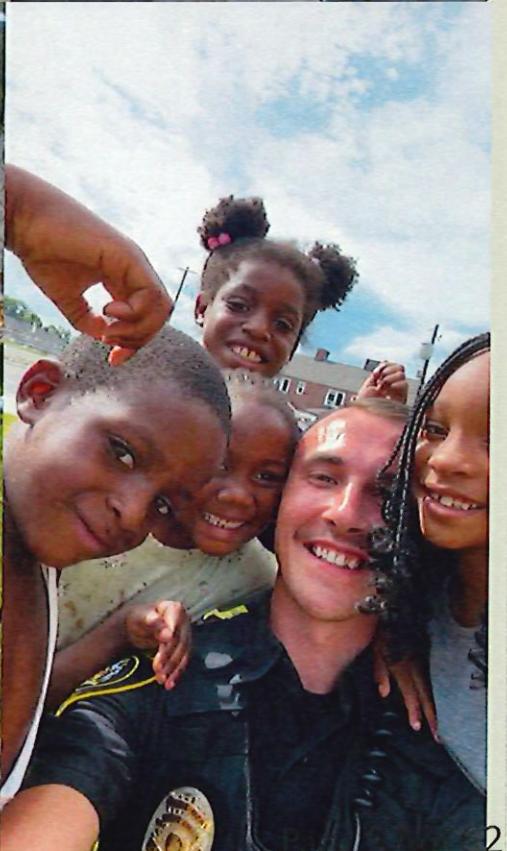
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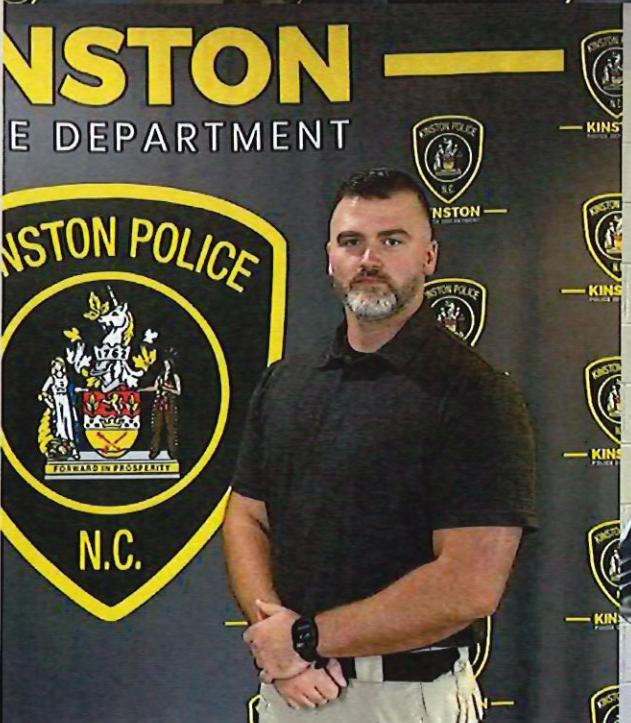
Sentinel  
G Rybolt

# PHOTOS









# KINSTON

POLICE DEPARTMENT







# City of Kinston

## City Council Agenda



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section: Action Agenda**

**Item Request: Special Events Permit**

### Agenda Item to be Considered

**Presenter: Keith Goyette, Police Chief**

**Subject: Kinston Teens Sunday Dinner @ The Neighborhood Hub**

**Action Requested: Approval**

**Supporting Documentation: KPD Memorandum, Special Event Permit Request Form**

**Department Head's Approval**

A handwritten signature in blue ink, appearing to read "D. Goyette".

**City Manager's Approval**

A handwritten signature in blue ink, appearing to read "D. Goyette".

**Budgetary Impact:**  None  Budgeted  Needs Budget Ordinance

**Staff Recommendation:**



# Kinston Police Department

## MEMORANDUM



Date:	Tuesday, January 27, 2026	From:	Chief Keith Goyette
To:	Steven Harrell, Interim City Manager	CC:	
Re:	Special Events Permit Kinston Teens – Sunday Dinner	Via:	Applicant: Chris Suggs

Dear Mrs. Barwick

Chris Suggs, a representative for Kinston Teens has requested a Special Event's Permit from the Kinston Police Department and the City of Kinston for an assembly.

Here is a quick run-down of the event:

- Date/Location: Sunday, February 15, March 15, April 19, and May 17, 2026, from 10:00 am – 6:00 pm;
- The special event is for an assembly – feeding members of the community;
- It will take place on Tower Hill Road – between Orion Street and Taylor Lane;
- This event does require a road closure (between Orion Street and Taylor Lane);
- This is a monthly event – there have never been any issues in the past at this event;
- According to the application, tents will not be over 400 square feet;
- This is not a fund-raising project – it is open to the public;
- Food will be served at this event;
- EMS & Police will be called if needed;
- No alcohol will be served at this event;
- Attendees at the event will utilize toilets and trashcans already located at the location (Kinston Teens);
- The hold harmless agreement has been signed;
- The City of Kinston will be listed as Insurance Certificate Holder – included in this request.

The Kinston Police Department does not object to this application.

Sincerely,

Keith Goyette, Police Chief

### Mission Statement

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**Kinston Police Department**  
P.O. Box 339 / 205 E. King Street  
Kinston, North Carolina 28502  
Phone: (252) 939-3139 / Fax: (252) 939-3276  
Website: [www.kinstonpd.org](http://www.kinstonpd.org)



Keith Goyette, Chief of Police

## SPECIAL EVENT PERMIT

Return to: City of Kinston Police Department  
Administrative Manager  
c/o Mrs. Angella Williams  
205 E King Street, Kinston NC 28501  
(252) 939-3139

Please review the City of Kinston Special Events Guidelines before submitting your application. This form must be submitted at least twenty (20) business days before the event, along with the Street Closure Notification Form. Type or print all information.

**Date Application Submitted:** January 27, 2026

**Event Date(s):** 02/15, 03/15, 04/19/ 05/17

**Time/Duration:** 9:00AM - 7:00PM

### EVENT DESCRIPTION AND CONTACT INFORMATION

**Event Name:** Sunday Dinner at the Neighborhood Hub

**Location:** 815/818 Tower Hill Road, Kinston, NC 28501

**Please describe your event:**

Community gathering with free meal & resources

**Organization Name:** Kinston Teens, Inc.

**Telephone:** (252) 522-8012      **Website:** [www.kinstonteens.org](http://www.kinstonteens.org)

**Address:** 327 N Queen St, Suite 111

**Event Organizer/Planner:** Kinston Teens, Inc / Christopher Suggs

**Telephone Number:** (252) 624-6936

**Email Address:** [hello@kinstonteens.org](mailto:hello@kinstonteens.org)

**Non-profit must attach a copy of 501(c)3 status Attached:**

**Street Closure Notification Form Attached?**

**Is applicant in Compliance with Certification of Insurance Coverage?**

Yes  No  Policy Attached

**Events using City of Kinston property, streets, or sidewalks are required to secure an insurance policy for the event that includes the City of Kinston as additional insured.**

### Evidence of Insurance will be required before final permit approval

Please provide a Certificate of Insurance, showing a comprehensive general liability coverage policy having a minimum limit of two million dollars (\$2,000,000) per occurrence for small special events (299 people or less) combined single limit coverage for bodily injury liability and property damage liability. This shall include premises and operations; independent contractors, products and completed operations, and contractual liability, and provide a Policy Endorsement which indemnifies and holds harmless the City of Kinston and all its agencies and departments.

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Keith Goyette, Chief of Police

**Please provide a Certificate of Insurance, showing a comprehensive general liability coverage policy having a minimum limit of five million dollars (\$5,000,000) per occurrence for large special events (300 people or more) combined single limit coverage for bodily injury liability and property damage liability. This shall include premises and operations; independent contractors, products and completed operations, and contractual liability, and provide a Policy Endorsement which indemnifies and holds harmless the City of Kinston and all its agencies and departments.**

#### GENERAL EVENT INFORMATION

Type of event (check all appropriate):

Assembly  Concert  Festival  Race (Bike)  Car Show   
Race (Foot)  Rally  Parade  Walk-a-thon

Please check any special activities that apply to your event:

Amusement Rides  Dunk Tanks  Inflatables  Mobile Stages   
Petting Zoos  Pony Rides  Other:

Is your event open to the general public? Yes  No

Is this a fund-raising project? Yes  No

Is this the first time you are holding this event? Yes  No

Total number of expected participants (volunteers, walkers, etc.) and spectators anticipated: **150-250**

Will any public streets need to be fully or partially closed? Yes  No

Will any sidewalks be closed or blocked off? Yes  No

Please describe requested street/sidewalk closures OR attach a detailed map and turn-by-turn directions.

Tower Hill Road (Street)	between	Taylor Lane (Street)	and	Orion Street (Street)
	between		and	
	between		and	
	between		and	

Will other police services be requested (traffic/parking directions, route layout, etc.)? Yes  No

If yes, explain: \_\_\_\_\_

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Keith Goyette, Chief of Police

Will you have tents? Yes  No

Will any of the tents be over 400 sq. ft.? Yes  No

**Reminder:** If yes, please contact Kinston Fire Department 252-939-3164

What are your plans for providing emergency medical services (choose one)

We are requesting the City to provide EMS services

This is a small event and we will call 911 if needed

We plan to use a private EMS company or other Health Services

Is your event location at a city park or on a trail? Yes  No

If yes, contact Parks & Recreation for Reservations 252-939-3332

Please attach the Parks & Recreation Agreement to this request.

If at a park or trail, which one (s)? \_\_\_\_\_

If using a trail, what section (s) do you plan to use: (Attach map if needed)

How do you plan to handle restroom services? Portable Toilets  Other: on-site facilities

If portable toilets will be provided, please list the name/contact of the company: \_\_\_\_\_

If no portable toilets will be provided, how will these requirements be handled? 815/818 Tower Hill Road

How do you plan to remove garbage and/or recycling? Kinston Public Services

**Reminder:** If requesting City receptacles, contact Kinston Public Services

What is your plan to provide parking for event attendees? (List locations): vacant adjacent lots and street parking

Do you plan to sell, distribute or give away food or refreshments?

Yes (Sell)  Yes (Distribute/Giveaway)  No

If yes, please describe: Dinner, possibly fresh produce and other resources (toiletries, promotional items, etc.)

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Keith Goyette, Chief of Police

Do you plan to sell or serve alcohol? Yes  No  **Alcohol Permit attached**

If yes, please contact Sergeant J. Walker 252-939-3184

If the event includes the distribution of alcohol by a non-Alcoholic Beverage Control Commission (ABC) permitted organization or individual, a Special One-time Permit must be obtained from the ABC Commission. <https://aps.abc.nc.gov/PermitType>

Event organizers are responsible for all aspects of their alcohol permit and should ensure that patrons are in compliance with relevant policies.

Will security services be needed?  
(Required when alcohol is served)

Yes  No

**Reminder:** If yes, please go to our website (Kinstonpd.org) and click on "I want to" and locate "Hire an Off-Duty Police Officer. Then follow the directions for signing up an off-duty officer for your event. You can find it at the following link: <https://odm.officertrak.com/Kinston-NC-PD/auth/signin>

You can also contact our off-duty police officer scheduler, Off Duty Management at (252) 513-4856 for assistance.

Type of Alcohol (check

all that apply):

Beer  Unfortified Wine  Fortified Wine/Liquor

Who is serving/selling alcohol (check all that apply)?

Host  Caterer  Other: \_\_\_\_\_

**Note: The Event Organizer is responsible for contacting residents and business owners that will be affected by street closing or sidewalk closing prior to or in a reasonable amount of time before the event.**

**Note: A map of your event and/or your proposed route (including assembly and disbanding areas) must be attached to this application.**

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Keith Goyette, Chief of Police

#### CONDITIONS OF YOUR APPLICATION

Submitting this Special Event Permit Application does not provide permission to conduct your planned event. Please do not send out publicity, flyers or other media prior to receiving confirmation of approval. Your confirmation will be in the form of a PERMIT, issued to the organization and/or person responsible for conducting the event.

Applicants agree to remove all props and items brought into the public areas and clean up all litter and debris that result from the event the same day as the event (unless explicit arrangements are made otherwise). Issuance of a permit does NOT grant applicants to tow vehicles from reserved or closed areas.

Return this application and all supporting documentation to:

By Email: [Angella.williams@ci.kinston.nc.us](mailto:Angella.williams@ci.kinston.nc.us) 252-939-3139

By Mail:

Kinston Police Department  
Attn: Angella Williams  
P.O. Box 339  
Kinston NC 28502

In Person:

Kinston Police Department  
Attn: Angella Williams  
205 E King Street  
Kinston NC 28501

**Final approval of the permit will be authorized by the City Council or Chief of Police.**

**CANCELLATION POLICY:** Written notification of intent to cancel your event must be received in writing a minimum of 21 days prior to the scheduled event date. It should be received by the Special Event Coordinator at the either of the addresses above.

#### PLEASE SIGN AND DATE

1. I certify that all information included in this application and in all supporting documentation is true and accurate to the best of my knowledge.
2. I have read, understood and agree to the City of Kinston Special Event Guidelines and any rules, regulations, and fees outlined in it.
3. By signing and submitting this application, I and/or the sponsoring organization(s) agree to abide by the laws, rules, regulations, and deadlines of the City of Kinston.

Applicant's Signature

Approved

Denied

01-27-2026

Date

Chief of Police/Designee

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Keith Goyette, Chief of Police



## CITY OF KINSTON

### Hold Harmless Agreement for Special Events

Event organizer agrees to protect, defend, indemnify and hold the City of Kinston , its officials, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this agreement and/or the performance hereof that are due to the negligence of the sponsor, its officers, employees, or agents, not the result of the City's sole negligence. The sponsor further agrees to investigate, handle, respond to, provide defense for, and defend the same at its sole expense and agrees to bear all other costs and expenses related thereto.

A handwritten signature in black ink that appears to read "Keith G. Goyette".

Signature of Event Organizer

01-27-2026

Date

#### Mission Statement

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Keith Goyette, Chief of Police

## **SPECIAL EVENT STREET CLOSURE NOTIFICATION GUIDE**

**As an event planner, you are responsible for notifying the neighbors and businesses in the surrounding area of your event. The City recommends notifying as many businesses and residents around the event site as early as possible. You should discuss your plan for notification with the Special Event Coordinator at the time you submit your permit application.**

**For events with over 500 attendees or more than 100 pre-registered participants expected (and for any event in downtown Kinston), a written notification plan must be submitted at least 50 days before the event. See the Create a Notification Plan section below for more information.**

**Use the Street Closure Notification Form and Signature Sheets to document how you carry out your plan. These forms must be submitted to the Special Event Coordinator at least 30 days prior to your event.**

### **CREATE A NOTIFICATION PLAN**

**The Special Event Coordinator can help you determine if a written notification plan is required for your event. Your notification plan does not have to be elaborate, but it should clearly answer the following questions:**

1. What is your plan for providing direct notification to affected residents and business?
2. What mailings, fliers, signs, or other materials will you use to provide notice?
3. How will you publicize your event?
4. What is your timeline for notification?

### **WHAT TO INCLUDE IN NOTIFICATION TO AFFECTED RESIDENTS & BUSINESSES**

- Name of event
- Name of sponsoring organization(s), if applicable
- Date and timeframe of event
- Description of associated street closures
- Description of event and timeline for noise impacts of event, such as music or fireworks
- Name and contact information of event organizer (including a phone number and email address)
- Website associated with event, if applicable

### **WHO TO NOTIFY**

#### **Affected Residents and Businesses**

**At a minimum, you should provide direct notification (typically door-to-door visits) to:**

- Residents and businesses on and adjacent to a proposed temporary street closure
- Residents and businesses who may be seriously impacted by the temporary street closure (especially those whose primary access to their property is affected by the closure)

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Keith Goyette, Chief of Police

**Please provide a list of residents and businesses that have been contacted regarding your special event (Sheet attached)**

## **SPECIAL EVENT STREET CLOSURE NOTIFICATION SHEET**

The City of Kinston requires event planners to notify surrounding residents and businesses. Please list all residents and businesses contacted.

Event Name: Sunday Dinner Event Date: 02/15, 03/15, 04/19/ 05/17

**(Make additional copies, if necessary)**

## **Mission Statement**

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INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 21 2015

KINSTON TEENS INC  
PO BOX 2625  
KINSTON, NC 28502-2625

Employer Identification Number:  
47-2645211  
DLN:  
17053288325015  
Contact Person:  
SHAWNTEL R SANDERS ID# 31456  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
February 3, 2015  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/27/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Event Helper Customer Service	
 <p>Gaslamp Insurance Services DBA Event Helper Insurance Services PO Box 1549 Grass Valley CA 95945</p>		PHONE (A/C, No. Ext): (855) 877-8885	FAX (A/C, No.):
		E-MAIL ADDRESS: info@theeventhelper.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Evanston Insurance Company	NAIC # 35378
INSURED		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:				
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.								
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY) 12:01 AM	POLICY EXP (MM/DD/YYYY) 12:01 AM	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	3DS5476-M4536756	SEE BELOW 12:01 AM	SEE BELOW 12:01 AM	EACH OCCURRENCE	\$ 2,000,000
	DAMAGE TO RENTED PREMISES (other than fire)						\$ 2,000,000	
	MED EXP (Any one person)						\$ 5,000	
	PERSONAL & ADV INJURY						\$ 2,000,000	
	GENERAL AGGREGATE						\$ 2,000,000	
	PRODUCTS - COMP/OP AGG						\$ 2,000,000	
Deductible	\$ None							
AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)		
<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY		<input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY				BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) \$		
<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE AGGREGATE \$		
<input type="checkbox"/> DED RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		<input type="checkbox"/> Y/N N/A				<input type="checkbox"/> PER STATUTE E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	<input type="checkbox"/> OTHER \$	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)								
Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19 for the following dates: 02/15/2026, 03/15/2026, 04/19/2026, 05/17/2026 & 06/21/2026. Attendance: 1000, Event Type: Charity Benefit.								

## CERTIFICATE HOLDER

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

The City of Kinston  
P.O. Box 339  
Kinston NC 28502

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The event takes place along Tower Hill Road, with picnic gathering, outdoor play, and other programming taking place on Kinston Teens properties at 815, 818, 819, and 900 Tower Hill Road.

Restrooms are available inside of 815 Tower Hill Road and 818 Tower Hill Road



*Empowering young people through service, leadership,  
and civic engagement!*

Mailing: P.O. Box 2625, Kinston, NC 28502  
Office: 327 N. Queen Street, Suite 111, Kinston, NC 28501

January 27, 2026

Dear Neighbors,

We hope this letter finds you well! We are writing to invite you to our upcoming Sunday Dinner events at the East Kinston Neighborhood Hub (818 Tower Hill Road). These events take place on the third Sunday of each month from 3PM to 5PM. Kinston Teens has hosted these events for three years now.

As part of this event, we will be temporarily closing Tower Hill Road between Taylor Lane and North Orion Street on the day of the event. Please rest assured that residents who live within the street closure area will have continuous access to their homes and driveways throughout the event. However, public drive-through access will be restricted during this time to ensure the safety of all event participants.

We believe this gathering presents a wonderful opportunity for neighbors to connect, fellowship, share a meal, and actively contribute to the positive development of East Kinston. Your presence and participation would mean a lot to us and to the entire community.

Event and street closure dates for the new future will be held on the following Sundays: February 15, March 15, April 19, and May 17. We will provide a similar reminder in May or June the remainder of the year.

Thank you for your understanding and support as we work together to create a brighter future for East Kinston! If you have any questions or need further information, please feel free to contact me directly at (252) 522-8012 or by email at [chris@kinstonteens.org](mailto:chris@kinstonteens.org)

Warm regards,

Chris J. Suggs

Founder & Executive Director

Kinston Teens, Inc. and the East Kinston Neighborhood Hub

# **SUNDAY DINNER**

## **THIRD SUNDAYS OF EACH MONTH**

**3:00PM - 5:00PM**

**East Kinston Neighborhood Hub**

818 Tower Hill Road, Kinston, NC 28501



**This event features a FREE meal along  
with fun, fellowship, and helpful resources  
from Kinston Teens and our East Kinston  
Neighborhood Hub community partners.**

**EAST KINSTON  
NEIGHBORHOOD  
HUB**

We would love your support of our efforts! Donations can be made at [www.eastkinston.org/give](http://www.eastkinston.org/give), by Cash App to **\$KinstonTeens252**, or by mail to **P.O. Box 2625, Kinston, NC 28502**. For more information or to volunteer, call (252) 522-8012 or visit [www.eastkinston.org](http://www.eastkinston.org).

**City of Kinston**  
**City Council Agenda**



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section: Action Agenda**

**Item Request: Contract**

**Agenda Item to be Considered**

**Presenter: Steve Miller, Public Services Director**

**Subject: Consider approval of Amendment 1 to an Engineering Services Agreement with The Wooten Company in the amount of \$104,500, to perform engineering services for the Heritage Street Stormwater Improvement Project.**

**Action Requested: Approval**

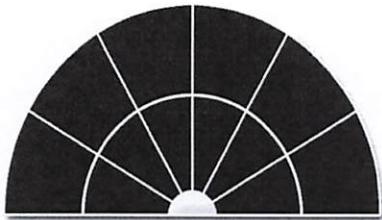
**Supporting Documentation: memo, agreement**

**Department Head's Approval**

**City Manager's Approval**

**Budgetary Impact:**  **None**  **Budgeted**  **Needs Budget Ordinance**

**Staff Recommendation:** **approve agreement**



# KINSTON PUBLIC SERVICES

Buildings & Grounds, Business Office, Electric, Engineering, Environmental Services, Fleet Maintenance, Meter Reading, Stormwater, Streets, Wastewater, and Water

*Kinston, the right place ... Kinston Public Services, the right choice.*



## M E M O R A N D U M

TO: Steve Harrell, Interim City Manager

FROM: Steve Miller, Public Services Director *SM*

DATE: January 26, 2026

RE: Engineering Services Agreement  
Heritage Street Stormwater Improvements

In June, 2025, results from the Stormwater Inventory and Condition Assessment Project were presented to City Council. One of the areas assessed was stormwater pipes in and near Heritage Street between Lenoir Avenue and King Street. The assessment identified approximately \$2.9 million in needed repairs in this area. City Council approved funding in the 2025-26 fiscal year for this work.

Staff solicited Phase II RFQs from two firms from the Engineering On-Call Services RFQ to perform engineering design and construction administration services for the project. After reviewing responses and interviewing both firms, staff selected The Wooten Company to perform these services. The Wooten Company was already under contract for engineering work related to sanitary sewer improvements in the same corridor. There are several efficiencies for the city to use the same firm for both designs. Most importantly, it will allow all the construction work to be bid as one contract and one engineer will be involved if there are any changes required after construction begins.

Due to Wooten already being under contract for the sanitary sewer work, the performance of the stormwater work has been written as an amendment to the existing agreement. Total cost for the stormwater engineering services is \$104,500. This will amend their existing agreement from a fee of \$275,000 to a new total of \$379,500. The cost for Amendment 1 will be charged to Stormwater portion of the project, while the original agreement fee is being charged to the Sanitary Sewer project.

I respectfully request City Council consider approval of Amendment 1 to the Engineering Services Agreement for TWC Project #2208-DD in the amount of \$104,500. Since this amends an agreement previously approved by the Clean Water State Revolving Fund (CWSRF), the approval of Amendment 1 will be conditional, subject to CWSRF review and approval.

**AMENDMENT NO. 1  
TO THE  
ENGINEERING SERVICES AGREEMENT  
BETWEEN  
THE CITY OF KINSTON, NORTH CAROLINA  
AND  
THE WOOTEN COMPANY  
DATED  
**JANUARY 19, 2026**  
**TWC PROJECT #2208-DD****

---

The following Amendment shall become a part of the Contract Agreement.

**A. SCOPE OF WORK:**

The original project scope came in under budget providing the opportunity to expand the work to other locations within the City. Additional Design, permitting, Construction Administration and Construction Observation Services including but not limited to the following:

**DESIGN SERVICES**

- (1) Amend the existing Engineering Report to include replacement of stormwater and waterline within the project area.
- (2) Prepare and furnish contract plans as necessary for the proper construction of the additional water and stormwater replacements and upgrades and prepare all documents necessary for generating a contract change order for the proposed work.
- (3) Submit for approval plans, specifications and related documents to the North Carolina Department of Environmental Quality including Division of Water Infrastructure, Division of Water Resources, Public Water Supply Section and Land Quality and funding agency as may be required for construction of the improvements.
- (4) Prepare the contract change order for execution by the contractor and the Owner.

**CONSTRUCTION ADMINISTRATION**

- (1) Extend CA services for two (2) months to include the additional stormwater and water line replacement work. All other terms, conditions, and deliverables shall remain unchanged as set forth in the original agreement.

## CONSTRUCTION OBSERVATION

(1) Extend CO services for two (2) months to include the additional stormwater and water line replacement work. All other terms, conditions, and deliverables shall remain unchanged as set forth in the original agreement.

### B. Fees:

The contract fees will be modified per this Amendment as noted below:

Description	Payment Method	Original Contract Fee	Amendment 1	Amended Fee
DWI PER & ER	Fixed Fee	\$2,500.00		\$2,500.00
Design Survey	Fixed Fee	\$17,500.00		\$17,500.00
Engineering Design	Fixed Fee	\$47,500.00	\$42,500.00	\$90,000.00
Bidding & Negotiation Services	Hourly Rate w/ Ceiling	\$5,000.00		\$5,000.00
Construction Administration	Hourly Rate w/ Ceiling	\$56,000.00	\$17,000.00	\$73,000.00
Construction Observation	Hourly Rate w/ ceiling	\$126,500.00	\$45,000.00	\$171,500.00
Funding Administration	Hourly Rate w/ ceiling	\$ 20,000.00		\$ 20,000.00
<b>Total Project Fee</b>		<b>\$275,000.00</b>	<b>\$104,500.00</b>	<b>\$379,500.00</b>

### 3. SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by duly authorized officials, this Agreement in duplicate on the respective dates indicated below.

**City of Kinston, North Carolina**

Steve Harrell

Date

Interim City Manager

**LE WOOTEN & COMPANY dba  
THE WOOTEN COMPANY**

 1/23/26

W. Brian Johnson, PE

Date

Vice President

#### Pre-Audited Statement

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

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

By (Signature): \_\_\_\_\_ Date Signed: \_\_\_\_\_

**City of Kinston**  
**City Council Agenda**



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section: Action Agenda**

**Item Request: Approval**

**Agenda Item to be Considered**

**Presenter: Steve Miller, Public Services Director**

**Subject: Consider approval of a request for sewer service to properties in the ETJ at 1697 U.S. Hwy 258 South and 109 Old Second Street.**

**Action Requested: Approval**

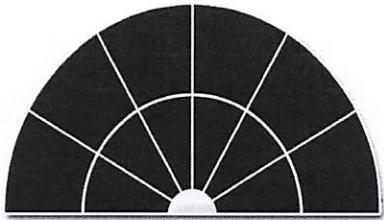
**Supporting Documentation: memo, map**

**Department Head's Approval** \_\_\_\_\_

**City Manager's Approval** \_\_\_\_\_

**Budgetary Impact:**       **None**       **Budgeted**       **Needs Budget Ordinance**

**Staff Recommendation:** **approve request**



# KINSTON PUBLIC SERVICES

Buildings & Grounds, Business Office, Electric, Engineering, Environmental Services,  
Fleet Maintenance, Meter Reading, Stormwater, Streets, Wastewater, and Water

*Kinston, the right place ... Kinston Public Services, the right choice.*



## M E M O R A N D U M

TO: Steve Harrell, Interim City Manager *SHM*

FROM: Steve Miller, Public Services Director

DATE: January 26, 2026

RE: Request for Sewer Service Outside City Limits  
1697 Highway 258 South  
109 Old Second Street

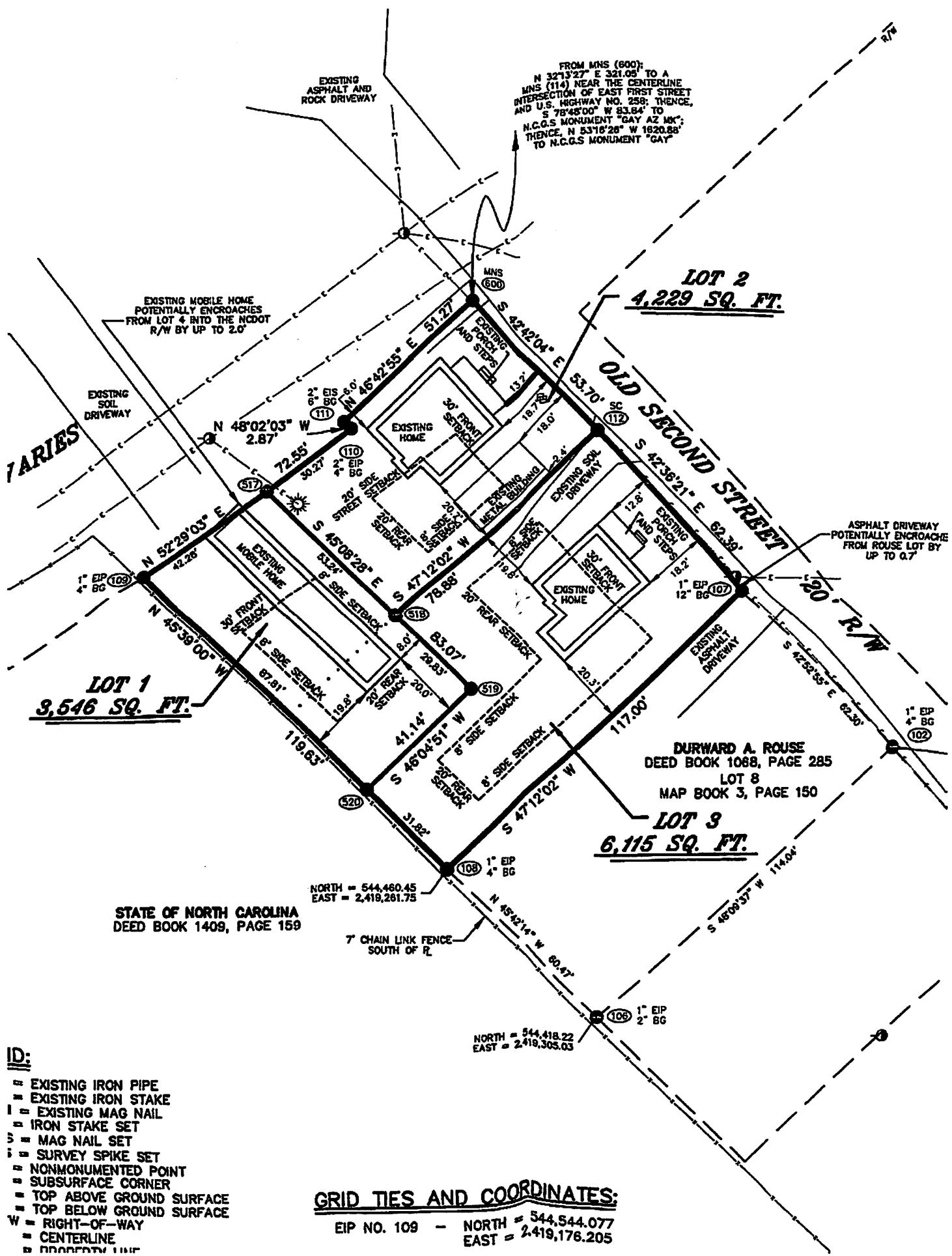
The properties listed above are located in the city's Extra-Territorial Jurisdiction (ETJ), near the NCDOT maintenance facility about one mile south of Highway 70. It has been city practice to require any requests for city sewer service to commercial properties outside the city limits be approved by the City Council.

This property is in a B-1 business zone and currently there are three dwellings on two parcels of land. Owners of the property, Doug and Heather Moody, have recently received Planning Board approval of a variance to subdivide the parcels into three parcels, one for each dwelling. They plan to renovate the dwellings and use them as short-term rental properties.

The Moodys have requested to connect the two structures immediately adjacent to Highway 258 South to the city's sewer system and abandon existing septic systems serving the structures. These are marked as Lot 1 and Lot 2 on the attached map. Kinston Public Services currently maintains a sewer force main along Hwy 258 South. The force main has capacity available to provide service to these properties.

If approved for sewer service, the owner will be required to complete a Sewer Service Agreement for each property connected. Each address must receive separate water service from the Deep Run Water Corporation and will be billed sewer use based on the metered water use each month. Customer will pay "outside residential" sewer rates. Also, since the property is outside the city limits, the city will only install and maintain that portion of the sewer service within the Hwy 258 right-of-way. The owner shall pay applicable sewer tap/connection fees for the city connection, and for all costs, construction and maintenance of the service line, pump and pump controls at each dwelling.

I recommend City Council consider approval of this request to provide sewer service to the above properties.



# **City of Kinston**

## **Low Pressure Pump Sewer Service Agreement (Outside City Limits)**

This agreement, is made and entered into between the City of Kinston, North Carolina, owner and operator of the City of Kinston Wastewater Collection System (permit #WQCS00022), hereinafter referred to as "City", and \_\_\_\_\_, user of the City of Kinston Wastewater Collection System, hereinafter referred to as "User".

### **WITNESSETH**

WHEREAS, the User owns property outside the city limits and desires to purchase sewer service from the City and to enter into a Sewer Service Agreement as required by the City.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements herein contained, it is hereby understood and agreed upon by the parties as follows:

The City shall furnish, subject to the limitations set forth in its Rules and Regulations now in force or as hereinafter amended, such sewer service as User requires in connection with the User's occupancy of the premises. Connections for any property other than a single family residence shall require approval of the City Council.

The User agrees to comply with and be bound by the Articles, Rules, and Regulations adopted by the City, now in force, or as hereafter duly and legally supplemented, amended, or changed. The User also agrees to pay for sewer service at such rates, times, and place as shall be determined by the City, and agrees to the imposition of such penalties for noncompliance as are now set forth in the Rules and Regulations, or which may be hereinafter adopted and imposed by the City. Where applicable, the User also agrees to pay the power bill for wastewater pumps or controls on the User's property. Any property owner found to be in noncompliance with these Rules and Regulations may have water and/or sewer service(s) terminated, if deemed necessary by the City.

The User Agrees to connect to the City's water system, if available, prior to sewer service being provided. Sewer usage volume will be determined based on water usage as metered at the connection point. If City water is not available, the User must connect to another public water system with a metered connection.

The User shall be billed periodically by mail and shall pay each bill in full. Bills are due and payable upon receipt, in accordance with the current policies at the time of each billing. Should the bill not be paid by the due date, the service will be subject to late fees, disconnection, reconnection fees or other action as deemed appropriate. Payment of all fees will be required to reconnect service. If the User does not receive a billing statement in a reasonable period of time, it shall be the User's responsibility to contact the City to obtain a duplicate bill and make payment per the terms of the original bill.

### **Terms Specific to the User as a Property Owner**

The City shall install a service connection from the sewer main to the nearest property line (or easement line if sewer is in an easement) upon payment of any applicable tap or service fees. Additional installation (hereafter called "Additional Work") from the point of service to the building shall be the responsibility of the User or contractor therefore. This Additional Work will include installing a service line from the point of service to the pump, the pump, connection from the pump to the building sewer service, wiring pump to the home electrical panel, abandonment of the existing septic tank (if applicable) and grading and seeding disturbed areas. The User shall submit pump plans and specifications for approval by the City prior to installation of the pump.

Service shall not commence until the User receives an approved final plumbing and/or building inspection by the Building Inspector. Upon receipt of said final approval, the User shall commence to use the City Sewer Collection System. Sewer usage charges shall commence on the same day as the final approval.

Maintenance of all items included in Additional Work shall be the responsibility of the User. The User shall also be responsible blockages, damages and repairs to any part of the Additional Work due to misuse, vandalism, or other acts determined to be the fault of the User. The User is responsible for the actions of anyone inhabiting, visiting or using the property.

User Signature:

---

User Name:

---

Service Address:

---

Date:

City Signature:

---

City Official Name:

---

City Official Title:

---

Date:

---

**City of Kinston**  
**City Council Agenda**



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section: Information and Updates**

**Item Request:** Information Only

**Agenda Item to be Considered**

**Presenter:** Steve Miller, Public Services Director

**Subject:** Consider streets to be included in FY2025-26 Street Resurfacing Project

**Action Requested:** None

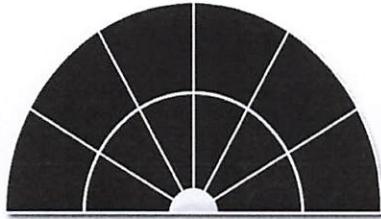
**Supporting Documentation:** memo, map

**Department Head's Approval** S. W.

**City Manager's Approval** \_\_\_\_\_

**Budgetary Impact:**  None  Budgeted  Needs Budget Ordinance

**Staff Recommendation:** n/a



# KINSTON PUBLIC SERVICES

Buildings & Grounds, Business Office, Electric, Engineering, Environmental Services,  
Fleet Maintenance, Meter Reading, Stormwater, Streets, Wastewater, and Water



*Kinston, the right place ... Kinston Public Services, the right choice.*

## M E M O R A N D U M

TO: Steve Harrell, Interim City Manager

FROM: Steve Miller, Public Services Director *SM*

DATE: January 26, 2026

RE: FY26 Street Resurfacing Candidates

In the 2025-26 fiscal year, City Council has approved \$655,400 for our annual street resurfacing program, plus \$50,000 to address asphalt issues on Hardee Road, for a total of \$705,400 in funding.

Attached is a list of the top 90 priority rankings from the 2022 Street Condition Survey. I've included columns showing streets that have been completed since the Survey was published so you can see which streets still need attention. The streets recommended to be included this year are highlighted in yellow. For any streets in the top 50 that are not recommended, I've included comments on why. The recommendations take into account underground utility conditions, ongoing or upcoming construction activities, and street locations to improve cost efficiency for the contract. The total estimated cost for the recommended streets is \$747,117, which is slightly higher than the funds available.

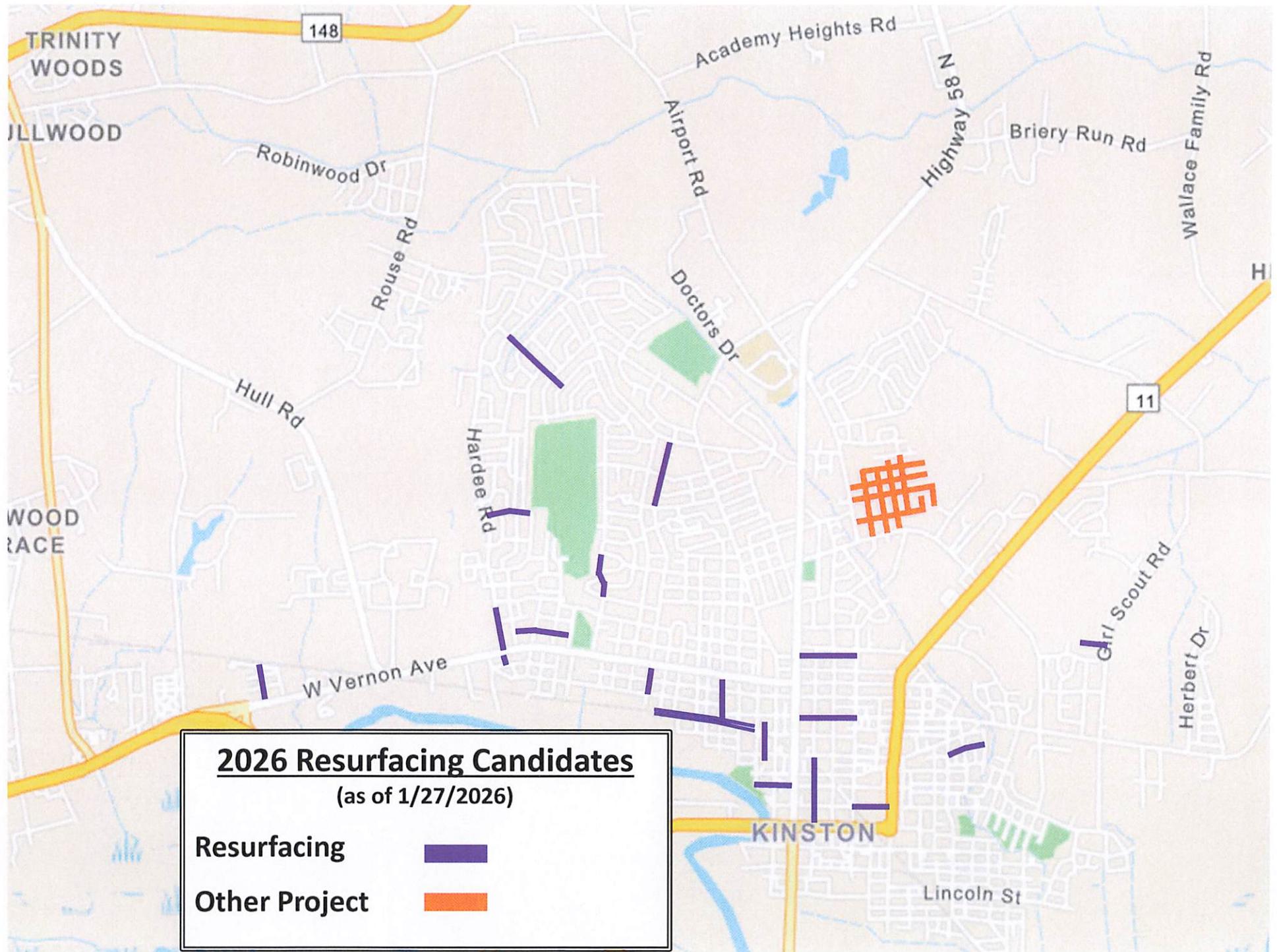
I encourage City Council to review the recommendations and ride the streets to check their conditions. If any councilmember wishes to have another street considered, please let me know so that street can be evaluated and compared to these ones. It would be helpful to have requests for changes submitted to me by February 18<sup>th</sup> so a final list can be presented on March 3<sup>rd</sup>.

As a reminder, the full 2022 Street Condition Survey is on our website at  
<https://www.kinstonnc.gov/DocumentCenter/View/5874>.

Probable Construction Cost Estimate  
 Project: 2024 Road Improvements  
 Tuesday, January 02, 2024

Priority #	Road Section	From	To	FY23-24	FY24-25	FY25-26	Comments
1	BRIARWOOD	DR	BRIERY RUN	BRIARCLIFF		DONE - OTHER	
2	HERRITAGE	ST	KING	BLOUNT			pending utility/stormwater work
3	BOY SCOUT	BV	HERRITAGE	PLAZA	COMPLETE		
4	DOUGLAS	ST	BRIGHT	SHINE	COMPLETE		
5	WESTWOOD	DR	RANDOM	END	COMPLETE		
6	BRIARCLIFF	CT	BRIARWOOD	END		DONE - OTHER	
7	CASWELL (McLewean to East in 2024)	ST	MCLEWEAN	DR. M.L. KING JR.	COMPLETE		
7A	CASWELL (East to MLK in 2026)	ST	MCLEWEAN	DR. M.L. KING JR.		\$40,510.00	KCC construction schedule?
8	HAYLOFT	CR	FARM GATE	END	COMPLETE		
9	MELBA	RD	HODGES	END		COMPLETE	
10	ATLANTIC W	AV	MICHELL	NELSON		\$82,282.50	
11	DALLAS	DR	SHERYL	SABRA	COMPLETE		
12	ROSEDALE	AV	ORIENTAL	CAROLINA		\$28,787.50	galvanized water line replacement
13	WESTWOOD	DR	RANDOM	RANDOM	COMPLETE		
14	FARM GATE	RD	AIRPORT	RAILFENCE	COMPLETE		
15	MARGARET	LN	CAREY	GREENBRIAR	COMPLETE		
16	VILLA (start at woodline/culvert)	DR	CRESTWOOD	END		COMPLETE	
17	WILSON	AV	INDEPENDENCE	SUMMIT	COMPLETE		
18	WILSON	AV	QUEEN	INDEPENDENCE		COMPLETE	
19	SHINE	ST	HERRITAGE	QUEEN	COMPLETE		
20	WORTHINGTON	PL	GREENBRIAR	END	COMPLETE		
21	EAGLE	RD	FITZGERALD	HASKETT	COMPLETE		
22	ATLANTIC E	AV	NELSON	MICHELL		\$72,380.00	
23	COLLEGE	ST	HIGHLAND	HERRITAGE			this is one block, less than 300'
24	GORDON	ST	MICHELL	QUEEN		\$43,900.00	pending utility work
25	CARR-LYLES	DR	GIRL SCOUT	END		\$16,462.50	trench repair
26	EDGEHILL	RD	MORNINGSIDE	WILSON	COMPLETE		
27	WEST	RD	WASHINGTON	VERNON		\$19,755.00	
28	CARRIAGE	LA	FARM GATE	END			dead end with no driveways
29	HARDEE	RD	DUPREE	VERNON		\$7,402.50	
29A	HARDEE (2")	RD	MALL	VERNON		\$57,209.50	
30	PERRY PARK	DR	FAIRFIELD	GREENBRIAR	COMPLETE		
31	NELSON	ST	PERRY PARK	VERNON		COMPLETE	
32	LAURA	LN	VERNON	DR. M.L. KING JR.			candidate for closure
33	BRENTWOOD	DR	CUNNINGHAM	LOCKWOOD		COMPLETE	
34	MCLEWEAN	ST	BLOUNT	KING		\$71,557.50	
35	MCLEWEAN	ST	KING	SHINE	COMPLETE		
36	OXFORD	RD	HARDEE	WINDSOR		\$36,217.50	
37	CAPITOLA	AV	EAST	QUEEN		\$34,545.00	
38	WASHINGTON (only East to MLK)	AV	QUEEN	DR. M.L. KING JR.		COMPLETE	
39A	WASHINGTON (only East to MLK)	AV	QUEEN	DR. M.L. KING JR.		\$37,012.50	water issues Queen - East
39	GREENBRIAR (Perry Park to Walker 2021)	RD	PERRY PARK	HIGHLAND	COMPLETE		
39A	GREENBRIAR (Walker to Highland 2021)	RD	PERRY PARK	HIGHLAND		\$34,545.00	
40	CLEVELAND	DR	MONROE	TYLER		COMPLETE	
41	MCDANIEL	ST	CASWELL	RAILROAD		COMPLETE	
42	PERRY	ST	VERNON	RHODES		COMPLETE	
43	HODGES	RD	GRAHAM	HILLMAN		COMPLETE	
44	MT. VERNON PARK	DR	VERNON	MONROE		COMPLETE	
45	SYCAMORE	AV	VERNON	BAILEY		\$18,095.00	
46	WEST	RD	CAMERON	PLAZA		\$40,302.50	
47	PERRY	ST	ATLANTIC	VERNON		\$25,497.50	
48	BRIGHT	ST	HERRITAGE	END			dead end west of Heritage St
49	LATHAM	DR	STALLINGS	END			dead end w 2 driveways, 145'
50	MACON	ST	ADKIN	PINE		\$14,805.00	
51	CRAWFORD	ST	SPAREE	AIRLEE		\$65,850.00	
52	AIRLEE	AV	STOCKTON	CAREY			
53	ESSEX	ST	HARDEE	ST. GEORGE			
54	HARRISON	RD	CLEVELAND	JEFFERSON			
55	PARROTT	AV	CAREY	HERRITAGE			
56	STADIUM	DR	OLD SNOW HILL	NOBLES			part of Lawrence Hgts utility work
57	WALNUT	CR	BROOKHAVEN	END			
58	CAMELOT	DR	HILLANDALE	ROBINWOOD			
59	CAROLINA	AV	VERNON	PERRY PARK			
60	DUPONT N.	CR	INDEPENDENCE	END			
61	WALKER	DR	WEST	GREENBRIAR			
62	CRESTWOOD	DR	ROUSE	END			
63	MCLEWEAN	ST	VERNON	BLOUNT			
64	CAMERON	DR	CAREY	HERRITAGE			
65	HANOVER	DR	CEDAR LANE	END			
66	HILLANDALE	DR	CORNWALLIS	ROUSE			
67	MURRAY HILL	RD	HODGES	HILLMAN			
68	SABRA	DR	EMERSON	STANTON			
69	SUNSET	AV	ORIENTAL	DUBOSE			
70	WOODBERRY	RD	GREENBRIAR	CAREY			





**City of Kinston**  
**City Council Agenda**



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section: Information and Updates**

**Item Request:** Information Only

**Agenda Item to be Considered**

**Presenter:** Steven L. Harrell, Interim City Manager

**Subject:** FY2026-2027 Proposed Budget Calendar

**Action Requested:** None

**Supporting Documentation:** Memo

**Department Head's Approval**

A handwritten signature in blue ink, appearing to read "dkg".

**City Manager's Approval**

A handwritten signature in blue ink, appearing to read "J. L. Harrell".

**Budgetary Impact:**  None  Budgeted  Needs Budget Ordinance

**Staff Recommendation:** No Recommendation



# City of Kinston

Post Office Box 339  
Kinston, North Carolina 28502  
Phone: 252.939.3147



## FINANCE OFFICE

KAREEM S MOORE  
Mayor

STEVEN L HARRELL  
Interim City Manager

JAMES P CAULEY III  
City Attorney

DEBRA THOMPSON  
City Clerk

**Date:** January 22, 2026

**To:** Steven L. Harrell, Interim City Manager  
**From:** Donna Goodson, Director of Finance  
**Subject:** FY 26-27 Proposed Budget Calendar

TBD	Work session with Council
02/20/2026	Electronic Budget Files available to Department Heads
03/30/2026	Budget Requests due from General Fund and Internal Service Fund Organizations
04/6/2026	Budget Requests due from Electric Funds and Stormwater Funds
04/13/2026	Budget Requests due from Environmental Services Funds, Water Funds, And Wastewater Funds
03/30/2026 - 04/24/2026	Meetings between Department Heads and City Manager, Finance and HR To Discuss Budget Requests
TBD	Budget Request Work Session with Council and Departments
06/02/2026	Manager's Recommended Budget Presented and Public Hearing
TBD	Possible Work Session with Council and Departments if needed
6/16/2026	Adoption of Budget Ordinance

**City of Kinston**  
**City Council Agenda**



**Meeting Date: Tuesday, February 03, 2026**

**Agenda Section:** Information and Updates

**Agenda Item:** Information Only

**Action Requested:** NONE

**Agenda Item to be Considered**

**Presenter:** Scott Alston, Director of Parks & Recreation

**Subject:** Summer Recreation Jobs Update

**Supporting Documentation:** Departmental Memo, Flyer

**Department Head's Approval** x \_\_\_\_\_

**City Manager's Approval** \_\_\_\_\_

**Budgetary Impact:** none

**Staff Recommendation:**



# Kinston/Lenoir County Parks & Recreation Department



**SCOTT ALSTON**  
*Director of Parks and Recreation*

TO: Steve Harrell, Interim City Manager

FROM: Scott Alston, Recreation Director

DATE: January 27, 2026

RE: Summer Jobs Update

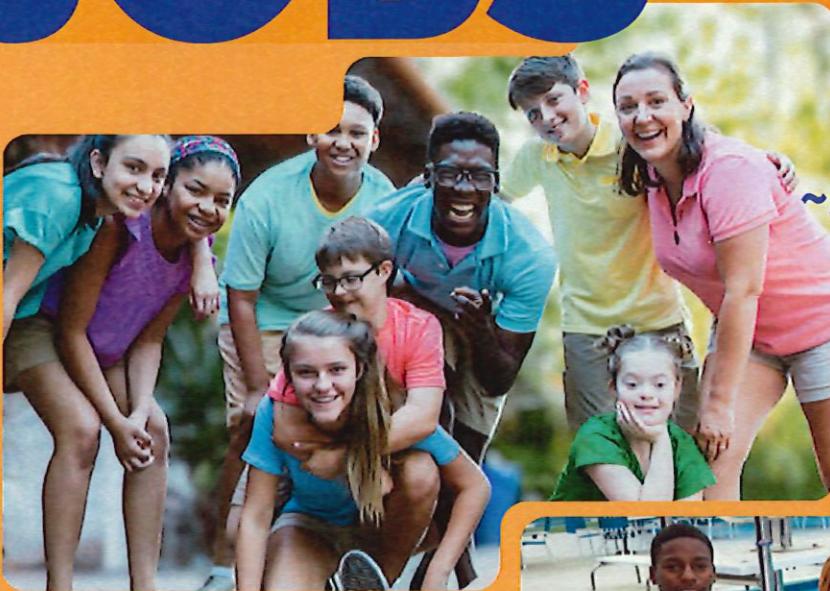
Kinston/Lenoir County Recreation Department will be giving a brief update on summer recreation jobs on February 3<sup>rd</sup>, 2026, at the regular City Council meeting. Attached is the advertisement flyer that was released to the public.

# SUMMER JOBS

**NOW HIRING!**

\*Ages 16 & Older

~Lifeguards  
~Day Camp Counselors  
~Sprayground Attendants  
...AND MORE!



GAIN EXPERIENCE  
MEET NEW PEOPLE  
MAKE MONEY!



Scan the QR code or apply online @  
[https://www.governmentjobs.com/careers/  
kinstonnc](https://www.governmentjobs.com/careers/kinstonnc)



Apply Now



CITY OF KINSTON  
KINSTON-LENOIR CO. PARKS & RECREATION