

MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD  
MARCH 5, 2018

**WORK SESSION**

The Mayor and Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on March 5, 2018 with attendance as follows:

Present: Mayor Chuck Allen, Presiding  
Mayor Pro Tem David Ham  
Councilmember Antonio Williams  
Councilmember Bill Broadaway  
Councilmember Mark Stevens  
Councilmember Bevan Foster  
Councilmember Gene Aycock  
Ron Lawrence, Attorney  
Scott Stevens, City Manager  
Melissa Corser, City Clerk  
Laura Getz, Deputy Clerk  
Randy Guthrie, Assistant City Manager  
Octavius Murphy, Assistant to the City Manager  
Jennifer Collins, Interim Planning Director  
Kaye Scott, Finance Director  
Rick Fletcher, Public Works Director  
Chad Edge, Assistant Public Works Director  
Mike West, Police Chief  
Mike Wagner, Deputy Public Works Director – Utilities  
Bernadette Carter-Dove, HR Director  
Scott Barnard, P&R Director  
Felicia Brown, Assistant P&R Director  
Scott Williams, IT Director  
James Farfour, Interim Fire Chief  
Shycole Simpson-Carter, Community Relations Director  
Julie Metz, DGDC Director  
Rochelle Moore, Goldsboro News-Argus (arrived at 5:07 p.m.)  
Ken Conners, News Director-Curtis Media Group East  
Lonnie Casey, Citizen  
Bobby Mathis, Citizen  
Della Mathis, Citizen  
Shirley Edwards, Citizen  
Sylvia Barnes, Citizen (arrived at 6:08 p.m.)

**Call to Order.** The meeting was called to order by Mayor Allen at 5:00 p.m.

**Adoption of the Agenda.** Councilmember Broadaway made a motion to move Item L. CU-1-18 SWR Properties, LLC – North side of Patetown Road between Industry Court and North William Street to Items Requiring Individual Action. The motion was seconded by Councilmember Stevens. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Williams, Broadaway, Stevens, and Aycock voted in favor of the motion. Councilmember Foster voted against the motion. Mayor Allen stated motion passed 6:1.

Upon motion of Mayor Pro Tem Ham, seconded by Councilmember Broadaway and unanimously carried, Council adopted the agenda.

**TIGER VIII Grant Update.** Ms. Julie Metz provided an update on the TIGER VIII Grant and shared the following information:

**TIGER VIII Grant**

- Center Street Streetscape Phase III
- Cornerstone Commons

- Wayfinding Signage Fabrication & Installation
- GWTA Concourse

Timeline to Date

Late July 2016: Notice of Award  
 Late September 2016: Assigned to FTA  
 Oct. – Dec. 2016: Draft Agreements  
 February 2017: City Authorized Agreement  
 March 2017: Notified of Potential Non-Eligible Elements  
 April – November 2017: Discussions about Flagged Items.  
 December 2017: USDOT/FTA Site Visit  
 January 2018: City Given Pre-Award Authority to Proceed

Ms. Metz shared they recommended combining Center Street Streetscape & Cornerstone Commons and use a design/build method.

Center Street Streetscape Phase III

- RFQ Released 1/16
- Submittal Due Date 2/16
- Interviews Scheduled 2/8
- Recommendation for Award March 19 Council Meeting
- Mid-April to Late-August Design Phase

Wayfinding Signage Project

- RFP Release Planned for Mid-March
- Bids Due Mid-April
- Council Recommendation May 7 Council Meeting
- Fabrication June – September
- Installation October – December

	<b>Amount</b>	<b>%</b>	
<b>TIGER Grant Amount:</b>	\$5,000,000.00	74%	
<b>City:</b>	\$1,755,751.00	26%	
<b>Total:</b>	\$6,755,751.00	100.00%	

**Projects and Source of Funds Table**

<b>Project</b>	<b>Cost</b>	<b>TIGER</b>	<b>City</b>
<b>Wayfinding Signage</b>	\$450,000.00	\$360,000.00	\$90,000.00
<b>Center Street Streetscape</b>	\$3,250,000.00	\$2,600,000.00	\$650,000.00
<b>Cornerstone Commons</b>	\$2,000,000.00	\$1,500,000.00	\$500,000.00
<b>GWTA Concourse</b>	\$600,000.00	\$480,000.00	\$120,000.00
<b>Contingency (8.2%)</b>	\$455,750.00	\$60,000.00	\$395,751.00
<b>Totals</b>	<b>\$6,755,751.00</b>	<b>\$5,000,000.00</b>	<b>\$1,755,751.00</b>

Councilmember Williams asked if everyone was notified of the bid opportunity. Ms. Metz replied yes, everyone who bid on the last portion was notified.

**Summer Youth Employment Update.** Ms. Shycole Simpson-Carter provided the following information:

Background: Dissemination of the City of Goldsboro 2018 Summer Youth Employment Initiative (SYEI) Program launched mid December 2017. The process for recruiting SYEI Applicants for youth employment and worksite designation officially opened January 9, 2018 until February 9, 2018. Three mandatory information sessions were held at WCC (January 9<sup>th</sup>, 11<sup>th</sup> and 30<sup>th</sup>) for the upcoming program year. The number of youth that attended one of the three mandatory information sessions was 130.

Based on HR Department’s NEOGOV database, the number of hits or views of the Summer Youth Employment job posting on the City’s job opportunities page, from January 9<sup>th</sup> through February 9<sup>th</sup> was 961. Since December 18<sup>th</sup> over 80 paper applications have been picked up from the department. The number of views on the department’s webpage since the mid December 2017 release of SYEI program information until February 9<sup>th</sup> has been 1,253. It should be noted that last fiscal cycle during the same timeframe the number of views to the department’s webpage was 506 this is a 40% increase. The program has received 74 applications (16 online and 58 paper).

Snapshot 1:

SYEI Program Eligibility Requirements

\*Age 14-18 currently enrolled in-school youth; generally, one participant within a household for this program; \*Age 16-24 high school dropouts; will receive additional consideration and requirements for potential employed through Wayne Community College’s Workforce Innovation and Opportunity Act (WIOA) program; \*Live within the Goldsboro city limits; \*Attend only one of the three scheduled mandatory orientations at WCC; \*Income-Based (i.e., 2 in a household cannot exceed \$32,400)

2018 Program Schedule

Track 1 – June 11<sup>th</sup> – July 20<sup>th</sup>

Track 2 – July 9<sup>th</sup> – August 17<sup>th</sup>

*\*The two tracks will overlap two weeks from July 9<sup>th</sup> – July 20<sup>th</sup>.*

Excursions

Track 1            June 20<sup>th</sup> – Capital Trip  
                          July 18<sup>th</sup> – Joint Beaufort Trip for Track 1 & 2  
 Track 2            August 15<sup>th</sup> – Capital Trip

Trainings

Track 1            June 13<sup>th</sup>; June 27<sup>th</sup>; July 3<sup>rd</sup> & July 11<sup>th</sup>  
 Track 2            July 11<sup>th</sup>; July 25<sup>th</sup>; Aug. 1<sup>st</sup> & Aug. 8<sup>th</sup>

Snapshot 2: Eligibility for Youth Applicants

Total Applications Received Eligible for Interview	30
Total Applications Received Not Eligible for Interview due to Residence	21
Total Applications Received Not Eligible for Interview due to Over Income	6
Total Applications Received that did not attend one of the three Info. Sessions	5
Total Applications Received Missing Income Information	17

*\*Several attempts have been made to obtain missing income info. and will continue unless instructed otherwise.*

Snapshot 3: Age and District Youth Applicant

Age 13	0
Age 14	15
Age 15	20
Age 16	18
Age 17	15
Age 18	6
Age 19+	0
No Age	<u>0</u>
Total Apps Received	74
District 1	5
District 2	4
District 3	12
District 4	11
District 5	11
District 6	10
County	<u>21</u>
Total Apps Received	74

Councilmember Foster expressed concerns regarding the process and stated he just wanted to be sure the process was fair to everyone.

Councilmember Williams expressed concerns regarding the marketing of the program and participation levels. He stated kids want to work, they need help with the application process.

Ms. Simpson-Carter suggested Council consider relaxing the income requirements and opening back up the application process.

Council discussed. Council consensus was to open the application process back up for an additional thirty days and relax income requirements with low-mod income applicants receiving priority.

**City Council Retreat Topics.** Mr. Scott Stevens shared the following topics received for the Council Retreat:

- Council Topics:
  - Environmental Service Salaries
  - Additional Mechanic Positions
  - Summer in the Zone
  - Paramount Theater Operations Cost
  - Gym in District 1
  - Internships
- Staff Topics:
  - New Positions
  - Boards and Commissions
  - Street Resurfacing Phase II
  - Financial Forecasting
  - Herman Park Center
  - Strategic Plan
  - Downtown Sanitation Services
  - Annual Police Department Report

Mr. Stevens asked if there was anything Council would like to add. Mayor Allen asked to add Historic District boundaries and Councilmember Stevens asked to add new industry recruitment.

**John Street – Willowdale Clean Up Discussion.** Mr. Chad Edge shared the following information:

- City owned properties along John Street, adjacent to Willowdale Cemetery, have grown up and become unsightly and are subject to illegal dumping of trash. See attached map of area highlighting properties.
- Propose to clean up trash and other man made materials from site and create a more presentable and naturalized stand of vegetation.
- Area “A” (highlighted in Orange) is approximately 4.3 acres and is proposed to be cleaned up of any woody debris, dead or damaged trees, undergrowth, and trash and then establish a turf grass around the remaining trees to be maintained (mowed) by the Cemetery. The portion of these properties along Elm Street are currently maintained by the Cemetery staff.
- Area “B” (highlighted in Blue) is approximately 5 acres and is proposed to be cleaned up of any woody debris, trash, old fence, and two large concrete pads and then stabilized with grass for erosion control until naturalized via planted trees (Tree Type TBD).
- Proposed work is to utilize Public Works Staff and equipment. It is anticipated that an additional piece of equipment, a bulldozer with root rake, will need to be rented.
- Estimated costs associated with the cleanup:

Landfill Tipping Fees	\$20,000
Bull Dozer rental	\$ 5,000
Erosion Control/ Seed	\$ 4,000
Trees for Area “B”	<u>\$ 1,000</u>
Total	\$30,000
- Currently Public Works is able to take concrete debris to the landfill free of charge. If this changes then additional costs will be incurred.

- Recommend that trees are planted in the fall or when appropriate for the species selected.

Council consensus was staff could move forward.

**Animal Control Discussion.** Chief West stated the city's Animal Control Officer retired at the end of 2016, and the Animal Control duties became the responsibility of the Police Department's Fleet Maintenance Coordinator and police officers.

In January of 2017, the city advertised for the Animal Control position. During this time, the county approached us (the city) and offered to take over the city's Animal Control services.

Around March of 2017, the county took over Animal Control services for the city on a trial basis. Since then, Wayne County Animal Control has been serving the citizens of Goldsboro for animal control issues.

The County Manager has notified the City Manager of the county's intent to stop handling Animal Control for the City effective July 1, 2018.

In order for the Police Department to resume Animal Control for the city, the creation of a non-sworn position at the Police Department will need approval by the council. The Animal Control position is a pay grade 70, with a starting salary of \$32,607.00. The total cost of the position with benefits is \$44,389.00.

In 2016, a new truck was purchased for Animal Control and that truck was reassigned to Fleet Maintenance in 2017 when Wayne County took over Animal Control for the city. The 1989 Chevrolet Truck, which was used for Fleet Maintenance, was then taken out of service for daily use. The current Fleet Maintenance vehicle will be reassigned back to Animal Control; however, a new Fleet Maintenance truck will need to be purchased at a cost of approximately \$18,713.39.

The Police Department currently has equipment on hand, apart from traps, to resume Animal Control for the city once the position is filled. In addition to the equipment on hand, it is recommended that the police department purchase six (6) medium size traps that include a small trap at a unit price of \$29.99 each for a total cost of \$179.94. It is also recommended that two (2) large dog traps are purchased at a unit cost of \$277.99 each for a total cost of \$555.98.

The total cost to the city to resume Animal Control is \$63,688.37, with an annual recurring cost of approximately \$44,389.00.

Council discussed. Mayor Allen asked what about after hours and Chief West replied an officer would respond. Council consensus was staff could proceed.

**NC Governor's Crime Commission Body Camera Grant.** Chief West shared although the application process will be open until May 2018, awards are being made on a first-come, first serve basis. The body cameras must also be purchased prior to June 30, 2018. The maximum request is \$100,000 and the grant is a 50/50 match.

Chief West share the department intends to purchase up to 96 body cameras and related accessories (docking stations, chargers, trigger boxes for vehicles, etc.) as well as a primary and back-up serve for storage.

The department purchased 35 body cameras in May 2017 through 2016 JAG Grant. With the current cameras being used, there are generally, on average about 5 that are out of service for repairs. These additional cameras will allow the department to outfit street officers and investigators with a body camera and allow for spares while others are being repaired.

First body cameras were purchased from Digital Ally. Those purchased through this grant, if approved would be GETAC. Total amount requested is \$178,276.42. As a part

of the 50/50 match requirement, the City would provide \$89,138.21. The reoccurring annual fees would be approximately \$13,700 for maintenance. As a part of the purchase, GETAC will replace all the cameras after two years. Following that, the department would be responsible for camera replacements, as needed.

These are monies from the State Appropriations Committee and are not a part of any federal funds. Other grants utilizing federal funds are now on hold, and money is not being disbursed, due to pending litigation with Sanctuary Cities.

Council discussed lifespan of the body cameras and what other departments used. Council consensus was staff could proceed.

**Minutes.** Ms. Melissa Corser shared she received a call from Ms. Constance Coram who stated she attended the Work Session on January 8<sup>th</sup> and January 22<sup>nd</sup>. Ms. Corser stated she added Ms. Coram to the list of those present.

**Consent Agenda Review.** Each item on the Consent Agenda was reviewed. Additional discussion included the following:

**Item F. Ordinance Amending Section 97:31 Parks and Recreation**

**Department.** Councilmember Foster stated he pointed this out over a year ago and we should know the rules and regulations. He stated he has a problem with it and would like for it to be removed from the Consent Agenda.

Councilmember Foster made a motion to remove Item F. Ordinance Amending Section 97:31 Parks and Recreation from the Consent Agenda. The motion was seconded by Councilmember Williams. Councilmembers Fosters and Williams voted in favor of the motion. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Broadaway, Stevens and Aycock voted against the motion. Mayor Allen stated the motion failed 2:5.

**Closed Session Held.** Upon motion of Councilmember Stevens, seconded by Councilmember Williams and unanimously carried, Council convened into Closed Session to discuss a potential litigation matter.

Council came out of Closed Session.

There being no further business, the meeting recessed until the 7:00 p.m. meeting.

**CITY COUNCIL MEETING**

The Mayor and Council of the City of Goldsboro, North Carolina, met in regular session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on March 5, 2018 with attendance as follows:

Present: Mayor Chuck Allen, Presiding  
Mayor Pro Tem David Ham  
Councilmember Antonio Williams  
Councilmember Bill Broadaway  
Councilmember Mark Stevens  
Councilmember Bevan Foster  
Councilmember Gene Aycock

The meeting was called to order by Mayor Allen at 7:00 p.m.

Pastor Mason Campbell with Fellowship Baptist Church provided the invocation. The Pledge to the Flag followed.

**Approval of the Minutes.** Councilmember Williams made a motion to approve the Minutes of the Work Session and Regular Meeting of January 8, 2018, Minutes of the Joint Meeting of the Goldsboro City Council and Wayne County Commissioners of January 10, 2018 and the Minutes of the Work Session and Regular Meeting of January 22, 2018 as submitted. Councilmember Broadaway seconded the motion. Mayor Allen,

Mayor Pro Tem Ham, Councilmembers Williams, Broadaway, Stevens and Aycock voted in favor of the motion. Councilmember Foster voted against the motion. Mayor Allen stated the motion passed 6:1.

**Parks and Recreation Recognition.** Mr. Andy Richards with USSSA (United States Specialty Sports Association) shared information regarding tournaments held at Berkeley Park in Goldsboro and the working relationship he has with Mr. Russell Stephens. Mr. Richards presented Mr. Stephens with a plaque for the 2017 Parks and Recreation of the Year Award.

**Proclamation – Brain Injury Awareness Month.** Mayor Allen proclaimed March 2018 as “Brain Injury Awareness Month” in Goldsboro, North Carolina and called upon all citizens and interested groups to observe the month with appropriate ceremonies and activities that promote awareness and prevention of brain injuries.

Mayor Allen presented a framed copy of the Proclamation to Renu Life representatives. Ms. Pier Tarrant and Mr. Ken Jones with Renu Life thanked Council for their support and shared information regarding Renu Life.

**Comprehensive Annual Financial Audit Presentation.** Ms. Kaye Scott shared the General Statutes of the State of North Carolina require that the City of Goldsboro undertake an independent audit of its financial records on an annual basis. The City has contracted with the firm of Carr, Riggs and Ingram, LLC to conduct the annual review. The Audit examines, by fund, all categories of the City’s revenues and expenditures. It also illustrates revenues and expenditures by reporting the amounts on the original budget plus the final budget compared to the amounts that were actually received and spent throughout the Fiscal Year.

Mr. Dean Horne with Carr, Riggs, and Ingram provided a brief overview of the audit and pointed out fund balances did increase. Mr. Horne stated if Council has any questions to feel free to contact him.

Councilmember Williams asked if our ratings are still the same. Mr. Horne replied at this time they are the same. Ms. Scott shared we will be going back to the rating agencies this summer.

**Public Comment Period.** Mayor Allen opened the public comment period and the following person spoke:

Diane Hammond along with Kali Kobb with Impact Teens and Rev. Mary Reese with St. Andrew's Episcopal Church invited Council to attend A Story and Conversation with 9-11 Hate Crime Survivor Rais Bhuiyan. In collaboration with a World Without Hate, a presentation about tragedy and triumph is scheduled for April 7<sup>th</sup> at the Goldsboro Event Center at 2:00 p.m.

No one else spoke and the public comment period was closed.

**Consent Agenda - Approved as Recommended.** City Manager, Scott A. Stevens, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Mr. Stevens reminded Council Item L. CU-1-18 SWR Properties, LLC – North side of Patetown Road between Industry Court and North William Street. Councilmember Williams moved the items on the Consent Agenda, Items E, F, G, H, I, J, K and M be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Ham. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Williams, Broadaway, Stevens and Aycock voted in favor of the motion. Councilmember Foster voted against the motion. Mayor Allen declared the Consent Agenda approved as recommended with a 6:1 vote. The items on the Consent Agenda were as follows:

**Authorization of an Agreement with McKim & Creed Engineering for Professional Services on Equalization Basins #3, #4, & #5 Enhancement Study at the WRF. Resolution & Ordinance Adopted.** WRF Equalization Basin #5 at the near the end of Seymour Johnson Air Force Base’s runway is designated as a Clear Zone and Basins #3 and #4 are designated as Accident Potential Zone I. It is the City’s intention to drain the water, remove the sludge from EQ Basins #3, #4, & #5, and mitigate the basins, reducing the attraction to waterfowl and enhancing the WRF process. The City would also continue its bird harassment program with USDA Wildlife Services.

The City of Goldsboro advertised for Requests for Qualifications from engineering firms and received two responsive RFQs on August 2, 2017. Both companies were invited to present on the project on August 30, 2017.

The City is interested to get an estimated cost to implement the Equalization Basins #3, #4, #5 Enhancement Project. A proposal has been received from McKim & Creed Engineering for these services in an amount not to exceed \$158,000.

The City allocated \$50,000 in its current FY 17-18 for these services. The additional amount of \$108,000 will need to be appropriated from the unassigned fund balance of the Utility Fund.

It is recommended that Council:

1. Adopt the following entitled resolution authorizing the City Manager to execute a contract with McKim & Creed not to exceed \$158,000 to provide engineering services for the feasibility and cost estimate for the Equalization Basins #3, #4, & #5 Enhancement Study.
2. Adopt the following entitled budget ordinance allocating the additional \$108,000 from the unassigned fund balance from the Utility Fund for this professional services contract. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

RESOLUTION NO. 2018-6 “RESOLUTION AWARDDING AND AUTHORIZING EXECUTION OF A CONTRACT WITH MCKIM & CREED FOR PROFESSIONAL SERVICES ON THE EQUALIZATION BASINS #3, #4, & #5 ENHANCEMENT STUDY”

ORDINANCE NO. 2018-9 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2017-18 FISCAL YEAR”

**Ordinance Amending Section 97.31 Parks and Recreation Department. Ordinance Adopted.** The Parks and Recreation Department has been the managing department of the Goldsboro Municipal Golf Course since its renovation in 1999. Ordinance language from 1970 refers to the management of the golf course not being the responsibility of the Parks and Recreation Department. In 1970, the golf course was operated by an individual through a management agreement and thus not a division of a city department.

Based on the above information, staff feels it is necessary to update the language of the City Ordinance to delete the section that takes the management of the Goldsboro Municipal Golf Course from the Parks and Recreation Department.

It is recommended Council accept the staff’s recommendation and adopt the amendment deleting the “Powers vested in the Department” Section D of 97.31 that refers to powers provided to the Parks and Recreation Department, other than the municipal golf course. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

ORDINANCE NO. 2018-10 “AN ORDINANCE AMENDING CHAPTER 97 ENTITLED “PARKS AND RECREATION” SECTION 97.31 PARKS AND RECREATION DEPARTMENT OF THE CODE OF ORDINANCES OF THE CITY OF GOLDSBORO, NORTH CAROLINA”



**Site and Landscape Plan - Wave of Glory, Inc. (Addition of Day Care).**

**Approved.** The property is located on the west side of McDaniel Avenue Carver Boulevard and US Highway 117 South.

Applicant proposes to locate a metal commercial building in the side yard of an existing lot currently occupied by Wave of Glory Church for the purpose of operating a child daycare center.

Frontage: 350 ft.  
Depth: 350 ft. (Average)  
Area: Approx. 4.091 acres  
Zoning: Office and Institutional-1

The submitted site plan indicates the placement of a (55 ft. x 50 ft.) 2,750 sq. ft. metal building to be constructed in the side yard of the existing church. The building will serve as a daycare center for approximately 50 children.

The City's Code allows no more than 50% of the exterior building materials to be smooth face concrete or prefabricated steel panels. Staff is working with the applicant to insure compliance with this regulation.

Hours of operation: 6:00 a. m. – 6:00 p. m. (Monday-Friday)

Adding the building is considered an expansion to the existing site. Since the expansion is greater than 50% of the gross floor area of the existing church (4,493 sq. ft.), the City's Unified Development Code will require that the entire site meet current development regulations.

An existing paved parking lot which contains 40 spaces will serve both the church and the proposed day care operation. Based on UDO regulations, a total of nine parking spaces are required for the day care along with an area for loading and unloading capable of stacking four vehicles. Circulation through the parking area will allow for stacking more than four vehicles. Customers will access the new day care building through 5 ft. wide concrete pedestrian sidewalks leading from the church.

Two existing curb cuts provide paved ingress and egress to the parking lot.

A 3,750 sq. ft. fenced play area is proposed adjacent to the day care building. This will meet the City's requirement of 75 sq. ft. per child.

The submitted landscape plan shows a total of 14 Autumn Fantasy Maples to serve as street trees along both U.S. Highway 117 to the rear and McDaniel Avenue.

A 5 ft. wide landscape buffer yard exists along the southern property line. An existing wooded area exists along the northern property line.

Since the impervious surface ratio is less than .20, no interior parking lot landscaping is required.

A dry detention pond is shown between the daycare building and McDaniel Avenue. The pond will be appropriately screened by evergreen shrubs.

The site is located within a Special Flood Hazard Area known as the 100-year floodplain and will be subject to the City's floodplain regulations.

Drainage plans and stormwater calculations will be required and subject to City Engineering approval before a building permit can be issued.

The Planning Commission, at their meeting on February 26, 2018, recommended approval of the development plans subject to approval of stormwater calculations and drainage plans.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plans as submitted subject to approval of stormwater calculations and drainage plans by the City's Engineering Department. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

**Site and Landscape Plans – Wayne County ABC Store. Approved.** The property is located on the east side of Wayne Memorial Drive between Best Avenue and Tommy's Road. Site is immediately adjacent to the rear of the Wal-Mart Neighborhood Market.

Frontage:	176 ft.
Depth:	420 ft. (average)
Area:	1.8 Acres (approx..)
Zoning:	Shopping Center

Zoning for the property was changed from Office and Institutional-1 to Shopping Center on February 6, 2012.

The property was annexed on December 31, 2015.

The submitted site plan indicates a 5,000 sq. ft. building and a parking lot containing 33 parking spaces (includes 2 handicapped spaces). A total of 25 spaces are required based on one space per 200 sq. ft. of gross floor area. Interior walkways leading from the parking area to the building have been shown.

One curb cut will provide access from Wayne Memorial Drive. During site plan approval for the adjacent Wal-Mart, an additional private drive extended to the property line and will be utilized for internal access between the two sites.

NCDOT is currently reviewing the plans to determine whether any street improvements along Wayne Memorial Drive will be necessary.

A loading dock and ramp is shown at the rear of the property along with a screened dumpster corral. An extended driveway at the rear will provide space for trucks to maneuver between those two areas.

The submitted landscape plan shows the installation of four Pin Oaks to serve as street trees. Additional Pin Oaks will be installed along with a variety of large and small shrubs within parking lot end aisles. Shrubs will include Wax Myrtles, Yaupon Hollies and Indian Hawthorns.

A Type C (20 ft. wide) buffer is shown to screen the parking area along that portion of the property line which abuts residentially-zoned property to the south. A portion of this property line follows a Blue Line Ditch which requires a 50 ft. setback for any construction and a 30 ft. setback for the planted buffer.

Where the property abuts O&I-1 or Shopping Center zoning, a Type A (10 ft. wide) buffer is shown.

The developer will be required to pay a fee in lieu of sidewalk installation in the amount of \$2,235.

Stormwater calculations have been submitted to the City's Engineering Department. A wet detention pond is shown at the rear of the site which will be screened appropriately. No building permits will be issued until the stormwater calculations have been approved.

A lighting plan has not been submitted although there is a note included on the site plan indicating that all outdoor lighting will be faced downward away from residential properties. Staff will require the submission and in-house approval of a detailed lighting plan.

The submitted elevation plans shows a masonry, stone and brick veneer exterior with metal awnings over windows and a metal seam roof.

The Planning Commission, at their meeting held on February 26, 2018, recommended approval of the site, landscape and building elevation plans subject to approval of stormwater calculations.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site, landscape and building elevation plans for the ABC Store site subject to approval of stormwater calculations. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

**Site and Landscape Plans – E Park, LLC Property. Approved.** The property is located on the south side of Graves Drive between Berkeley Boulevard and Malloy Street.

On March 6, 2017, Council approved a zoning change for the property from Shopping Center to General Business Conditional District. At that time, no use was proposed and development plan approval was required before occupying the site. The property was previously occupied by Century Uniforms.

The property contains an existing 4,750 sq. ft. masonry block and metal commercial building formerly occupied by Century Uniforms.

Frontage:	100 ft.
Depth:	200 ft.
Area:	20,000 sq. ft., or 0.46 acres

The property owner is working with a tenant who wishes to occupy the site. The tenant is a catering company that proposes utilizing the front portion of the building as a display area and the rear as the “commissary” associated with the business.

No changes to the existing site are proposed.

The site plan indicates a 4,750 sq. ft. masonry block and metal commercial building and a total of 18 parking spaces. Based on the use, only 14 spaces are required.

Street trees and buffers are existing on the site, however, a Type A (5 ft. wide) buffer will be required along the western property line.

A 20 ft. wide asphalt driveway provides access to the site from Graves Drive. Interconnectivity is existing to the east.

At their meeting held on February 26, 2018, the Planning Commission recommended approval of the site and landscape plans subject to the addition of a 5 ft. wide buffer along the western property line.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plans subject to the 5 ft. wide landscape buffer being installed along the western property line. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

**Site and landscape Plan – Addition to Mt. Carmel Church. Approved.** The property is located on the west side of N. John Street between Basil Street and Greenleaf Street.

Applicant proposes to locate a modular approved commercial building in the rear yard of an existing lot currently occupied by a church.

Frontage:	140 ft.
Depth:	178 ft.
Area:	65,340 sq. ft. or 1.5 acres

Zoning: Office and Institutional-1

The submitted site plan indicates the placement of a 39 ft. by 70 ft. (2,730 sq. ft.) modular building behind an existing church containing approximately 3,770 sq. ft. The modular unit will serve as offices and classrooms by staff and members of the church.

The proposed modular building is considered an expansion to the existing site. Since the expansion is greater than 50% of the gross floor area of the existing church, the City's Unified Development Code will require that the entire site meet current development regulations.

The existing church was constructed prior to adoption of City ordinances pertaining to setbacks. As a result, a modification of the front yard setback from 25 ft. to 15 ft. for the existing church structure will be required.

The submitted site plan shows the proposed modular unit located approximately 20 ft. from the rear property line. A modification of the rear setback from 25 ft. to 20 ft. will be required.

A total of 67 parking spaces are required for the church. There are 13 unpaved parking spaces on the church lot and space for more than 60 spaces available on property owned by the church across Greenleaf Street. Both lots are accessible through graveled driveways.

Since the City's Unified Development Code requires paved and striped vehicular surface areas, the applicant has requested a modification for a period of two years.

The submitted site plan shows a total of 10 street trees to be installed along North John and Greenleaf Streets. Modifications of buffer yards along the northern, southern and western property lines have been requested. There is a slatted fence located along the southern property line, adjacent to the iron and metal recycling business and the applicant wishes to install a 5 ft. wide buffer along the northern property line as the adjacent property is vacant.

A modification of the vehicular surface area and vehicular surface buffers has been requested until the parking lots are paved. Drainage plans and stormwater calculations will be required at time of paving.

The applicant requests the following modifications.

1. Modification of church front setback requirement from 25 ft. to 15 ft.
2. Modification of the modular unit's rear setback requirement from 25 ft. to 20 ft.
3. Modification of the parking lot paving and striping requirement for a period of two years.
4. Modification of landscape buffers, parking lot vehicular surface area and vehicular surface buffer.

The Planning Commission, at their meeting held on February 26, 2018, recommended approval of the site and landscape plan with the requested modifications.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plans for the addition of a modular unit at Mt. Carmel Church with the following modifications.

1. Modification of front setback requirement for the existing church building from 25 ft. to 15 ft.
2. Modification of the modular unit's rear setback requirement from 25 ft. to 20 ft.
3. Modification of the parking lot paving and striping requirement for a period of two years.

4. Modification of landscape buffers, parking lot vehicular surface area and vehicular surface buffer. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

**S-5-85 Wayne Dental Center (Amendment of Preliminary Subdivision Plat and Site Plan Revision). Approved.** The property is located on the southeast corner of Wayne Memorial Drive and Lockhaven Drive.

On February 20, 1989, Wayne Dental Center converted the existing medical office complex into a condominium office development (PUD) where each individual unit was sold for use as offices.

In 2006, Council approved a revision to the preliminary subdivision plat and site plan to include a 727 sq. ft. office addition within Lot no. 4. This addition was never done.

The applicant now proposes to relocate a staircase from inside the building to the rear of the building on Lot No. 7 of the Dental Office Complex. No additional doctors will be added as a result of the proposed addition, therefore, no additional parking is required or shown.

A minimum lot size requirement of 5 acres is established for all Planned Unit Developments. Wayne Dental Center has a total lot area of 2.28 acres. A modification of that requirement was previously issued.

A modification of the minimum open space requirement from 2 acres to .467 acres will be necessary.

Hours of operation are from 8:00 a. m. to 5:00 p. m. Monday through Thursday and from 8:00 a. m. to 12:00 noon on Friday.

No changes to existing landscaping are proposed.

Sidewalks are not required since the expansion does not exceed 50% of the total building value.

The Planning Commission, at their meeting on February 26, 2018 recommended approval of the revised subdivision plat and site plan.

Staff recommended Council accept the recommendation of the Planning Commission and approve the preliminary subdivision plat and site plan revision as submitted. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

**Fourth Annual Downtown Goldsboro Kilt Fun Run – Temporary Street Closing Request. Approved.** The Flying Shamrock Irish Pub is requesting permission to close a portion of certain City streets on Saturday, March 17, 2018 from 11:00 a.m. to 12:00 p.m. in order to hold their fourth annual kilt fun run.

The street closing request is as follows:

Parade Route: John Street beginning at 115 North John Street, right on E. Walnut Street, right on N. Center Street, right on E. Mulberry Street, right on N. John Street to 115 North John Street.

Staging area: 115 North John Street

The Police, Fire, Public Works and Downtown Goldsboro offices have been notified of this request.

Staff recommends approval of this request subject to the following conditions:

1. All intersections remain open for Police Department traffic control.

2. A 14-foot fire lane is maintained in the center of the street to provide access for fire and emergency vehicles.
3. All activities, changes in plans, etc. will be coordinated with the Police Department.
4. The Police, Fire, Public Works and Downtown Goldsboro offices are to be involved in the logistical aspects of this event.

It is recommended that the City Council by motion, grant street closings on Walnut, John, Mulberry, and Center Streets on March 17, 2018 from 11:00 a.m. to 12:00 p.m. in order that the Fourth Annual Downtown Goldsboro Kilt Fun Run may take place, subject to the above conditions. Consent Agenda Approval. Williams/Aycock (6:1 Foster)

**End of Consent Agenda.**

**CU-1-18 SWR Properties, LLC - North side of Patetown Road between Industry Court and North William Street. Postponed.** Applicant requests a Conditional Use Permit to allow the construction and operation of a concrete business.

Frontage: 730.75 ft. (Patetown Road)  
 750.83 ft. (Industry Court)  
 Area: 11.9 acres  
 Zone: I-2 General Industry

A concrete business is permitted within the I-2 zoning district after the issuance of a Conditional Use Permit approved by City Council.

The site was formerly occupied by Americal Corporation and was purchased by the applicant in 2004.

The site is occupied by a 52,000 sq. ft. masonry block, brick and metal commercial building divided into individual tenant spaces for lease. Uses within the building include a restaurant, nail spa, electrical supply and hardware company.

The applicant now proposes to locate a concrete plant directly behind the main commercial building.

Number of employees: 11  
 Hours of Operation: 7:30 a.m. - 5:30 p.m. (Monday-Saturday)

While there is existing access to the site through two curb cuts on Patetown Road, the applicant proposes that the main access to the concrete business will be provided through a 20 ft. wide gated asphalt driveway to the site off Industry Court.

Parking is based on 1 space per 2 employees and 1 space for each vehicle stored on site. Sufficient paved parking exists at the rear of the building for employees of the concrete business as well as the 3 vehicles that are anticipated to be stored on the site.

Site is subject to stormwater and drainage regulations as required by the City Engineering Department.

The submitted site plan shows a proposed 14 ft. by 14 ft. office building located adjacent to a 62.94 ft. tall concrete silo, belt conveyor and batch hopper for transporting aggregates for cement production.

According to the City's Unified Development Code, any structure exceeding 50 ft. in height in a non-residential district shall be setback from the adjoining property lines a minimum distance of 150% of the structure's height. Based on the height of the concrete silo (62.94 ft.) a minimum setback of 94.5 ft. from each property line is required. The site plan has been revised to reflect this distance.

An existing 6 ft. tall chain-link fence with barbed wire encloses the site. Applicant will install privacy slats within the existing fence to meet this requirement.

Street trees are shown along both Patetown Road and Industry Court. Additional landscaping is shown along the western property line and Industry Court.

The City's UDO requires that a concrete plant may not be located less than 1,000 ft. from residentially zoned or developed property. Residentially-zoned property exists immediately to the southeast across Patetown Road, as well as to the north and west. A modification of the 1,000 ft. requirement will be necessary.

At the public hearing held on February 19, 2018, no one spoke either for or against the request.

At their meeting held on February 26, 2018, the Planning Commission recommended approval of the request with the distance modification from residential property.

Upon motion of Councilmember Foster, seconded by Councilmember Williams and unanimously carried, Council postponed the consideration of this item for two weeks.

**City Manager's Report.** Mr. Scott Stevens stated he would like to congratulate the Wayne County Commissioners and the City Council on the opening of the Maxwell Center.

#### **Mayor and Councilmembers' Reports and Recommendations.**

Councilmember Aycock shared he attended the grand opening, it is a magnificent building.

Councilmember Foster stated no comment.

Mayor Pro Tem Ham commented on Black History Month events and articles.

Councilmember Stevens congratulated Ms. Jacobs and expressed his support for the expansion of arts throughout the City. He also expressed condolences to Rev. Billy Graham's family.

Councilmember Broadaway stated no comment.

Councilmember Williams thanked all the citizens who applied for the boards and commissions. There are still positions available for Historic District Commission. He also encouraged teenagers to follow-up on the Summer Youth Employment Program.

Mayor Allen recognized Mike Myrick with the ABC Commission. He also commented on events for Black History Month and stated he felt we did a better job this year recognizing Black History Month. Mayor Allen shared we did reopen the application process for the next month for the Summer Youth Employment Program and relaxed income requirements. Mayor Allen stated the Maxwell Center is a game changer for Goldsboro and Wayne County. He stated he is proud of the partnership between the county, the city and agricultural community. Mayor Allen commended Kaye and her staff for the excellent work they do and for receiving a clean audit report.

Councilmember Ham recognized Ms. Brandi Matthews.

There being no further business, the meeting adjourned at 7:33 p.m.

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Chuck Allen  
Mayor

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Melissa Corser, MMC/NCCMC  
City Clerk