

MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD  
NOVEMBER 20, 2017

**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 November 20, 2017 with attendance as follows:

Present: Mayor Chuck Allen, Presiding  
Councilmember Antonio Williams  
Councilmember Bill Broadaway  
Councilmember Mark Stevens  
Councilmember Bevan Foster  
Councilmember David Ham  
Councilmember Gene Aycock  
Jim Womble, Attorney  
Scott Stevens, City Manager  
Melissa Corser, City Clerk  
Randy Guthrie, Assistant City Manager  
Laura Getz, Deputy City Clerk  
Jimmy Rowe, Planning Director  
Jennifer Collins, Assistant Planning Director  
Kaye Scott, Finance Director  
Rick Fletcher, Public Works Director  
Mike West, Police Chief  
Mike Wagner, Deputy Public Works Director - Utilities  
Bernadette Carter-Dove, HR Director  
Ashlin Glatthar, Travel & Tourism Director  
Scott Williams, IT Director  
Gary Whaley, Fire Chief  
James Farfour, Assistant Fire Chief  
Julie Metz, DGDC Director  
Sherry Archibald, Paramount Theatre & GEC Director  
Scott Barnard, P&R Director  
Felicia Brown, Assistant P&R Director  
Allen Anderson, Chief Building Inspector  
Rochelle Moore, Goldsboro News-Argus  
Ken Conners, News Director-Curtis Media Group East  
Carl Martin, Citizen  
Lonnie Casey, Citizen  
Bobby Mathis, Citizen  
Della Mathis, Citizen  
Shirley Edwards, Citizen  
Sylvia Barnes, Citizen  
Wendy Townes, Citizen  
Ruth Glisson, Citizen  
Amie Bower, Citizen  
Gretchen Reed, Citizen  
Yvonna Moore, Citizen (arrived at 5:37 p.m.)

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

**Adoption of the Agenda.** Upon motion of Councilmember Broadaway, seconded by Councilmember Stevens and unanimously carried, Council adopted the agenda.

**Invocation.** The invocation was provided by Chief Whaley.

**Parade and Special Events.** Ms. Laura Getz provided the following information:

## Comparing other NC Cities/Counties

Parades and Special Events Around the State			
City	2016 Estimated Population	Permit Authority	Timeframe for Submittals
Swansboro	3,173	Staff unless changes to an Annual event- then Council	60 days
Dunn	9,873	Police- Permits Council- Street Closings	No time frame
Davidson	12,452	Town Manager or his/her designee	30 days
Spring Lake	13,168	Chief of Police	Not less than 5 days
Cornelius	28,515	Chief of Police designates a Special Events Coordinator	90 days in advance of a new event; 60 days if the event is recurring
Sanford	29,128	Chief of Police	15 days
New Bern	30,101	Director of Parks and Recreation; Board	30 days
Wake Forest	40,112	Town Manager or Designee	Special Events-45 days; Parades or festivals-120 days
Apex	47,349	Special Events Coordinator	120 days
Wilson	49,620	Chief of Police -Parades and Street Closings Special Events-City Manger or his/her designee	Parades-7 days
Burlington	52,709	City Manager unless the street closing event is downtown then City Council	45 days for major events
Raleigh	458,880	City Manager	120 days-races and parades; 90 days-general events; 30 days for block parties

### Parade Ordinance

The changes to the ordinance include the following:

- Changing the definition of a parade to remove any references to pickets.
- Changing the process to be handled by the City Manager or his designated representative instead of the Chief of Police, which will clear the police department of the duties of parades and place all requests for parades and special events with the City Manager or his designated representative which will be the Downtown Goldsboro Office.
- Clarifies the procedure for obtaining a permit to include verbiage that an application should be obtained 30 days prior to the event, if the event requires a street closure.
- Clarifies that City Council approval is required for all street closures in excess of one hour.
- Clarifies that notification to those along a parade route may be made via mail, door-to-door, electronic, etc.

### Changes to the Application and Policy

- Email notification was added to the application and policy as a notification option for downtown property owners/merchants.
- An application fee was added in the amount of \$25.00 for special events and \$50.00 for parades.

**Boards and Commissions.** Ms. Melissa Corser provided the following information:

- Copies of the proposed ordinance changes, conflict of interest statement and the general rules of procedure were included in council packets.
- At the work session of September 18, staff reviewed current boards and commissions. The length of terms varied.
- Items to be considered included:
  - How to adopt a meeting schedule
  - Bylaws
  - How to and who can call a special meeting
  - How to and who can cancel a meeting
  - Remote participation
  - Consideration of forming a selection and appointment board
- In considering revisions, staff felt a new section in Chapter 32 should be added so that all boards and commissions would be located in a centralized area of the code. (Parks and Rec. boards were located in Chapter 97)
- The proposed ordinances includes the following:
  - General Provisions

- Includes definitions for board and board year
- Membership
  - A person must be 18 or older and Goldsboro resident unless otherwise provided by law or ordinance, must file application with clerk, may only serve on one board at a time.
  - Unexpired terms
  - Removal
  - Resignations
- Election of officers – the board/commission shall elect a chairperson, vice chairperson and other officers as it may deem appropriate.
- Terms of office
  - Council discussed with staff revising term limits for all boards and commissions in order for them to be similar. Staff has revised the boards and commissions section of the code of ordinance to reflect 3 year term limits for all boards and commissions; unless otherwise provided by law or ordinance (such as the student position on the Parks and Recreation Advisory Commission; it is a one year term).
  - Terms of Office shall begin on January 1 following appointment unless it's a vacancy being filled.
  - The term of the chair shall be one year
  - A person shall normally serve no more than two consecutive full terms on the same board.
  - A member may continue to serve until his successor is duly named and qualified or unless he resigns.
- Conflicts of Interest – Conflict of Interest Policy Statement created for Board members to sign.
- Attendance
  - Stresses the importance of regularly attending
  - Attendance policy is addressed in General Rules of Order (same as current policy established in Resolution2009-9 )
- Meetings – subject to open meetings law
- Quorum – defines as a majority of voting members plus one, excluding vacant seats
- Rules and Records – all boards should adhere to General Rules of Order Policy for B&C, keep minutes, and records of resolutions, findings, recommendations etc.
- Cooperation with others
- Annual reports – boards shall make reports annually to city council.

#### General Rules of Procedure

- Meetings – adopt a regular meeting schedule
  - Special meetings of a board or commission created and established by ordinance of the city council may be called by the chairman, or two members of the board, by notice given either verbally or in writing and delivered personally to each member or left at his residence not less than forty-eight hours prior to the time for such meetings. In addition, the board or commission will notify the city clerk in order for a written notice of the special meeting to be prepared including the reason of the special meeting. Such notices shall be posted at least forty-eight hours before the time of the special meeting.
  - State law does not establish procedures for cancelling meetings, however, rules can be established by local policy.
- Attendance – must attend 70% of scheduled meetings, unless due to personal injury or sickness. Member notified if 3 meetings are missed of possibly being replaced.
- Agenda
  - prepared by staff liaison, chair or both
  - a sample of the order of business
- Open Meetings Requirement
- Role of Chair, Vice-Chair and Temporary Chair
- Action by Board
- Public Hearings (if required)
- How to hold a Debate/Discussion

- Recommendations of what should be included in Minutes
- Parliamentary Procedure Resources

Discussion included:

- Mayor Allen asked staff to look at combining the Community Affairs Commission and Advisory Committee on Community Development.
- Mayor Allen asked staff to look at possibly eliminating the Appearance Commission.
- Councilmember Williams discussed attendance policy and ensuring meetings are adequately recorded.
- Councilmember Foster promoted having a diverse representation among boards and pointed out the Planning Board states it would have low-moderate income levels represented.
- Electronic records and retention.
- Mayor Allen suggested recording the Planning Commission, Historic District Commission and Board of Adjustment meetings.

Councilmember Foster also pointed out in the City Ordinances, it stated the Parks and Recreation Department will not oversee the Golf Course. Staff will take a look at it.

**Police/Fire Evidence Expansion and Fire Station #4.** Mr. Stevens provided a brief update on the Police/Fire Evidence Expansion and Fire Station #4. For the Police/Fire Evidence Expansion, the building addition is approximately 6,600 sq. ft. The cost for the building is estimated at \$3.5 million which includes the design. We are expanding the evidence area and an addition in front of the fire department with a pretty significant reconstruction of entry way into the Police/Fire Complex with some general renovations throughout. There are two different colors of brick being proposed, one being a color to match existing brick and one contrasting color for an accent band. The bids are due back the week before Christmas, with an award hopefully in January and potential start date for construction in the February timeframe, and we have to get in front of the LGC to approve the financing. Mr. Stevens noted there is a crack in the wall in the briefing room in the Police Department, it has had some movement in the last month and we are looking at that as well. I think structurally the building is probably ok but we are trying to evaluate before we have you award a contract, we will have more for you. There is also some leaking in a Fire Department bay that again we are having evaluated as well, which comes with an aging building. A rendering of this project was also reviewed.

Mr. Scott Stevens also shared information related to Fire Station #4. The project will completely remove the living quarters of Station #4 and completely rebuild them. The project will consist of approximately 3,800 sq. ft., the building will contain four bunk rooms, kitchen, day room, office, exercise room, laundry, 3 total bathrooms, storage with a cost estimated at \$500,000. A rendering of this project was also reviewed. This would leave the Patetown Station next on the list in terms of better quarters for the firefighters there.

**Social Media Position.** Mayor Allen stated in the past few months I have been to several seminars and/or symposiums and everything I am hearing, is how are we going to make our city relevant. What are we going to do to place-make our city? A couple of weeks ago, I got together the people who are doing our social media. The first question I asked, was if they felt we were where we needed to be as a city and I think everyone agreed, we are not where we need to be. I think we need to find a better way to sell our city, we need a person where it is their job to do social media; Facebook, twitter, whatever. Also, someone who is doing periodic films, posters, etc.; a media/marketing person. Then we need to take it to the Chamber and Wayne County. We need to do a better job of promoting Wayne County and Goldsboro. Mayor Allen asked Council to consider approving a social media person.

Mr. Stevens stated just talking out loud, it is probably more of a public information officer position, which would have oversight of social media and messaging of the

community within the salary range of \$40,000 – 60,000. If Council is ok, we can bring back a job description.

Councilmember Williams asked if we could have a professional come in and scout out that position. Mr. Stevens stated you could as with any position, I would not recommend that, with the \$40,000 – 60,000 range I would think the talent would likely be someone in the community. We would advertise it in the League Letter which is generated across the state. Council discussed the skills needed and asked staff to bring back a job description.

**Mayor Pro Tem Appointment.** Councilmember Williams stated he thought Councilmember Foster should not resign at this point. Councilmember Foster stated I appreciate that but I'm ok.

Upon motion of Councilmember Broadaway, seconded by Councilmember Stevens and unanimously carried, Council recommended Councilmember Ham be appointed to Mayor Pro Tem.

Upon motion of Councilmember Aycock, seconded by Councilmember Stevens and unanimously carried, Council revised the agenda to include Swearing In of the Mayor Pro Tem following Roll Call at the 7:00 p.m. Council Meeting.

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

**Item I. Informal Bid Request #2017-017 – Wayne Memorial Greenway Construction and Mina Weil Paving.** Location of parking at Mina Weil Park was discussed. Mr. Barnard also shared information regarding left over grant monies. Staff has asked Barnhill Construction if they would submit a change order that will continue the greenway paralleling Stoney Creek behind Wayne Memorial Hospital to Gloucester Road, thus completing that segment of the greenway. An additional 3875' of 8' asphalt would be necessary at a cost of \$71,106. In addition, a stone base would have to be installed by city forces with a material cost of \$8,000. RTP Grant funds of \$32,136 can be applied towards this change order. City funds of \$48,136 are currently available within the Parks and Recreation budget, but may require an appropriation of fund balance later in the year. If ok with Council, staff would bring back a change order at the next Council Meeting.

**Item L. Approve Compost Bulk Pricing.** Councilmember Foster suggested selling bags of compost. Council discussed potential liability issues. Staff was asked to bring back pricing for bags at the next Council Meeting.

**Item M. Budget Amendment – 2017-18 Community Development Block Grant and HOME Investment Partnerships Programs.** Agency funding was discussed. Ms. Shycole Simpson-Carter shared information regarding agencies currently funded in this fiscal year and shared information regarding the application process for agencies interested in applying for the next funding cycle.

There being no further business, the work session adjourned at 6:30 p.m.

## **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 November 20, 2017 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 Rob Whitner with Generation Church provided the invocation. The Pledge to the Flag followed.

**Oath of Office.** Ms. Melissa Corser, City Clerk administered the Oath of Office to Councilmember David Ham as Mayor Pro Tem.

**Approval of Minutes.** Councilmember Broadaway made a motion to approve the Minutes of the Work Session and Regular Meeting of August 7, 2017 as submitted. The motion was seconded by Councilmember Stevens. Mayor Allen, Councilmembers Williams, Broadaway, Stevens, Ham and Aycock voted in favor of the motion. Councilmember Foster voted against the motion. Mayor Allen declared the motion passed with a 6:1 vote.

Mayor Allen read the following Resolution.

**Resolution Expressing Appreciation for Services Rendered by Gary Whaley as an Employee of the City of Goldsboro for More Than 35 Years. Resolution Adopted.** Gary Whaley retires on December 1, 2017 as the Fire Chief with the Goldsboro Fire Department of the City of Goldsboro with more than 35 years of service. Gary began his career on August 11, 1982 as a Firefighter with the Goldsboro Fire Department in the City of Goldsboro. On April 27, 1994, Gary was promoted to Fire Engineer with the Goldsboro Fire Department. On February 12, 1997, Gary was promoted to Fire Captain with the Goldsboro Fire Department. On April 29, 1998, Gary was promoted to Assistant Fire Chief for Training with the Goldsboro Fire Department. On November 3, 1999, Gary was promoted to Assistant Fire Chief for Operations with the Goldsboro Fire Department. On July 1, 2009, Gary was promoted to Fire Chief with the Goldsboro Fire Department where he has served until his retirement. Gary has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Chief Whaley their deep appreciation and gratitude for the service rendered by him to the City over the years. We express our deep appreciation and gratitude for the dedicated service rendered during Gary's tenure with the City of Goldsboro. We offer Gary our very best wishes for success, happiness, prosperity and good health in his future endeavors.

Upon motion of Councilmember Broadaway, seconded by Councilmember Stevens and unanimously carried the following entitled Resolution was adopted.

RESOLUTION NO. 2017-79 "RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY GARY WHALEY AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 35 YEARS"

Mayor Allen presented Chief Whaley with a framed copy of the Resolution. Mayor Allen stated he and Gary go way back. Gary has done a great job at keeping the harmony and relationships with the department. Gary has also done a great job with resources. He wanted a \$2 million training facility, we told him no, he went and built it with the firefighter for \$200,000. Gary has been at the helm doing the best he could with what he had. Our Fire Department has done phenomenal work and a lot of that has been due to Gary and his hard work. Mayor Allen stated I wanted to thank Gary publically and personally for that.

Mr. Scott Stevens stated I would echo a lot of what the Mayor has said. I really enjoyed working with Chief Whaley. He has been a good, reliable someone that I could call. You gave me the truth, very laid back most of the time, pitched in when needed. There was not a task we asked that he wouldn't be willing to do ever. I really appreciate that in employees. A great advocate for his department, but understands the city as a whole. He understands funding, he understands as bad as he may need for his firefighters, the police

chief needs something, the public works director needs something, the downtown needs something. I will tell you as a department head, it takes some time for us to get there. Chief was willing to do whatever if asked and really cares about people, whether it was your employees, the community or your church, you care about people; that matters a lot. I want to publically thank him, we will have another chance in the coming day but I would like to thank him and his family, some of which are here, for the countless hours on nights and weekends, holidays, from 2 in the morning, when it's cold, when it's hot, that you have been out serving this community. It doesn't always happen when it's convenient but you go and respond when the need is there. You've given a lot of years to this service and community and have made a difference. The department is in better shape than when you took the helm as Chief. I want to wish you much success and happiness in your retirement. It is well deserved. Thank you.

Chief Whaley thanked the Council, Mayor Allen for your support. I worked through 4 city managers, all good and bad at times, right there is the best city manager that walked through these doors. Scott, thank you. To the citizens of Goldsboro thank you for supporting the Fire Department.

**Golden STAR Awards.** Ms. Bernadette Carter-Dove, Human Resources Director shared the STAR award is to recognize employees in a timely manner for their contributions to the organization and the community. These contributions go above and beyond the normal scope of responsibilities of the performance of their duties.

The award focuses on customer service/professionalism, problem solving/quality improvement, teamwork/community partnership or other professional/personal achievement in a way that relates to the City's values and beliefs of integrity, professionalism, collaboration and promoting the quality of life. Anyone having knowledge of such characteristics displayed by an employee or group of employees may submit a nomination. The monthly recipients will receive a monetary award, a certificate signed by the City Manager and Mayor, and a pin signifying their STAR status.

Mayor Allen and Ms. Carter-Dove, Human Resource Director presented an award to the following employees for going above and beyond:

- Captain Teresa Cox – Police Department
- Tim Irving, Thomas Hardy, Sammy Bautista and Junior Taylor – Public Works Department

Mayor Allen read the following Proclamation.

**Proclamation – Giving Tuesday.** Mayor Allen proclaimed Tuesday, November 28, 2017 as “Giving Tuesday” in the City of Goldsboro, North Carolina and called upon all citizens to join together to give back to the community in any way that is personally meaningful.

Mayor Allen presented Ms. Wendy Walker, Director of Arts Council of Wayne County with a framed copy of the Proclamation. Ms. Walker thanked Council for their support.

**CU-17-17 Nicky Parrish–West side of North Berkeley Boulevard between Royal Avenue and US 70 East. Public Hearing Held.** The applicant requests a Conditional Use Permit to allow the operation of a tattoo parlor.

The site is located within an existing commercial strip mall known as Berkeley Junction Shopping Center. The property is zoned GB (General Business). A tattoo parlor is a permitted use within this district only after the issuance of a Conditional Use Permit approved by City Council.

Frontage: 40 ft.

Depth: 82 ft.

Zone: General Business

The submitted site plan indicates one existing 3,280 sq. ft. commercial tenant space proposed for use as a tattoo parlor consisting of a reception area, two tattoo stations, a body-piercing station and a restroom.

Hours of Operation: 12:00 Noon to 8:00 p. m.  
(Monday-Saturday)

Employees: 2

Berkeley Junction Shopping Center is accessed by two existing 35 ft. wide curb cuts along North Berkeley Boulevard.

Sufficient parking spaces exist for customers of the proposed use and the shopping center.

The property is not located within a Special Flood Hazard area.

Mayor Allen opened the public hearing. No one spoke and the public hearing was closed.

No action necessary. The Planning Commission will have a recommendation for the Council meeting on December 4, 2017.

**CU-18-17 Jose Morquecho – East side of South Berkeley Boulevard between Ash Street and Elm Street. Public Hearing Held.** The applicant requests a Conditional Use Permit to allow the operation of a tattoo parlor.

Frontage: 82 ft.  
Depth: 255 ft.  
Area: 0.48 Acres  
Zoning: General Business

The site is located within a strip commercial center which contains eight individual units. The unit that will be occupied by the applicant contains 1,750 sq. ft. (25 ft. by 70 ft.).

There are a total of 50 parking spaces (including two handicapped spaces) on the site. Based on the existing uses within the building, approximately 50 spaces will be required to serve the entire commercial structure.

Hours of Operation: Noon to 7:00 p. m.  
No. of Employees: 3-4

The applicant indicates that he provides tattoo services by appointment only and caters to professionals, including servicemen from the Base.

The site is accessed by one two-way curb cut from Berkeley Boulevard. Since the building on the lot is existing and only one unit is to be leased for the proposed tattoo parlor, the applicant will not be required to retrofit the site to meet current requirements as they relate to landscaping.

Mayor Allen opened the public hearing. The following person spoke after being properly sworn in:

Mr. Jose Morquecho stated I am here to talk to you guys about the business I hope to open. I have been a tattoo artist for about 5 years now, I am currently an artist here in Goldsboro and have been established here for most of my career. The business I am looking to open, we are looking at doing tattoos and professional microblading; that's permanent makeup also known as micropigmentation. I hope my business has interested everyone. I just wanted to take a moment to introduce myself. Thank you.

No one else spoke and the public hearing was closed.



No action necessary. Planning Commission will have a recommendation for the Council's meeting on December 4, 2017.

**Z-10-17 J. Isaac Gurley Farms, Inc. – Northeast corner of US Highway 13 North and Hood Swamp Road. Public Hearing Held.** Applicant requests a zoning change from R-20A Residential to General Business Conditional District with site plan approval required separately.

Frontage: 760 ft. (on US Highway 13 North)  
1,060 ft. (on Hood Swamp Road)  
Area: 8.84 Acres (approx.)  
Surrounding Zoning: North: R-20A Residential and RM-9  
South: R-20A Residential  
East: O&I-1 and R-20A Residential  
West: R-20A Residential  
Existing Use: The property is currently vacant.

Site and landscape plans have been submitted for a convenience store on a portion of the property at the corner of US 13 and Hood Swamp Road. If the property is rezoned, any future development proposed would require complete plan approval.

Surrounding properties are primarily vacant farmland along with a number of single-family and nonconforming mobile homes across both US 13 and Hood Swamp Road.

Two other lots near the intersection of US 13 and Hood Swamp Road were zoned General Business at the time the City's extraterritorial jurisdiction was extended in this area. An existing convenience store and gas station on the west side of US 13 North was satellite annexed to the City on June 30, 1999.

The City's adopted Land Use Plan designates this property for a combination of Mixed Use 2, Mixed Use and low-density residential development. Mixed use designation would include commercial-type uses that may impact lower-density residential uses. They are typically located at major intersections.

City water and sewer are not available to serve the subject property. The property is not located in a Special Flood Hazard Area.

The applicant has submitted a petition for noncontiguous annexation of the property.

The submitted site plan indicates that the property will be divided into six lots with the dedication of a new street bisecting the property and running from US 13 North to Hood Swamp Road. This road would have a right-of-way width of 65 ft. and a paved width of 45 ft.

Lot 1: 2.81 Acres (Proposed Convenience Store)  
Lot 2: 1.74 Acres  
Lot 3: 0.98 Acres (Septic Repair Area)  
Lot 4: 1.18 Acres  
Lot 5: 1.56 Acres  
Lot 6: 0.57 Acres (Stormwater Area)

The developer will be required to submit preliminary and final subdivision plats in order to allow for the division of the land.

A 4,900 sq. ft. commercial building is proposed with a 30 ft. by 135 ft. fuel canopy. The building would be oriented facing US 13 North.

Access to the convenience store would be made only through the proposed new dedicated street. No direct driveway access would be provided from either US 13 or Hood Swamp Road.

Deceleration lanes with medians and middle left-turn lanes with medians will allow for access on both US 13 North and Hood Swamp Road. Plans have been submitted to NCDOT for review prior to action being taken.

Landscaping as a vehicular surface buffer is proposed adjacent to the paved area. Combinations of Willow Oak trees, Crape Myrtles, Redbuds, Hawthorns and Holly shrubs are proposed. A total of 26 street trees (Willow Oaks) are proposed along the street frontages and there are four end aisles to be planted with low-growing shrubs within the parking area.

A refuse container is shown at the rear of the building which will be properly screened in accordance with City requirements.

All HVAC units will be properly screened from view and the developer will pay a fee in lieu of sidewalk installation.

Mayor Allen opened the public hearing. No one spoke and the public hearing was closed.

No action necessary. Planning Commission will have a recommendation for the Council's meeting on December 4, 2017.

Planning Commission Excused.

**Economic Development, Historic Preservation and Urban Redevelopment Project Participation. Public Hearing Held. Approved.** A company is interested in investing in downtown. The scope of the project consists of six historic buildings that are currently vacant and in need of significant rehabilitation to make them productive once again. The project will effectively utilize every floor of each of the buildings and develop multiple mixed-use properties that will result in at least fifty-five (55) market-rate apartments and re-produce over twelve thousand (12,000) square feet of commercial, ready-to-lease space affecting a total of over sixty-eight thousand (68,000) square feet. The total project investment will be nearly \$11,000,000.

The project scope consists of the following properties: 200 E. Walnut Street, 204 E. Walnut Street, 206 E. Walnut Street, 106 S. John Street, 135 W. Walnut Street and 139 W. Walnut Street.

The company is highly reputable and qualified in the field of historic rehabilitations for reuse and has conducted similar projects in multiple states and North Carolina cities.

Currently, these six properties contribute \$3,784 to the local tax revenues per year, including the County, City and Municipal Service District shares.

Due to the current state of these buildings, their historic value to our community, the economic impact a 100% utilization of their built space would create and the projected increase of City and County property tax revenues, the City and County are considering a partnership with the company to secure the private investment.

With this interest, the City and County have negotiated draft agreements that identify incentives to allow this project to move forward and that also specify certain expectations and assurances to protect the public's interest in the project.

A copy of the draft agreements are available. Highlights of the incentives, expectations and assurances are as follows:

#### Incentives

The City will provide a \$300,000 loan to developer to apply toward the buildings' historic exterior façade improvements in return for the total \$10,700,000 project investment and the expected \$7,900,000 direct building improvement investments. This loan will be performance-based and only provided after certain developer benchmarks are achieved, such as approved buildings plans and permitting, 50% substantial completion

of rehabilitations and issuance of a certificate of occupancy. This will be a forgivable loan after a ten year period once the required performances specified in the agreement are met.

The City and County will provide an ad valorem, property tax-based performance grant to the developer for a period of ten years at varying levels over the period. Even with the grant and throughout the grant period, the revenues to the local municipalities will be greater than what the properties' currently generate. The anticipated total amount to be awarded to the developer over the ten year period will not exceed \$310,314. It is estimated that the City and County will receive \$73,938 and \$75,498, respectively, over the period in tax revenues. The City Municipal Service District will not be subject to grant participation and will realize \$8,225 in estimate annual tax revenues or \$82,250 over the ten year period. After the ten year grant period has expired, the return to the local municipalities' is expected to be no less than \$54,200 annually in property tax revenues.

In summary, the City and County will receive an estimated \$200,000 over what properties currently pay in property tax over the ten year period.

#### Expectations & Assurances

The agreements will assure the following:

Company shall spend no less than \$7,900,000 on real property improvements subject to ad valorem property tax of the six buildings.

Company must repair, rehabilitate, open and operate the Project as a mixed-use project including at least fifty-five (55) market-rate apartment units and the creation of at least 12,000 square feet of commercial space affecting at least 68,000 square feet of historic built space.

The improved buildings shall be completed in accordance with the Department of Interior's Standards for Historic Preservation.

Company shall comply with local land use, planning and development regulations.

In return for the public investment, the City will have a lien on the properties in the form of a promissory note and deed of trust. Release and termination from the promissory note and deed of trust will occur 10 years after final loan/grant payment is made and the assurances and expectations have been met as stipulated in the agreements.

Company will provide historic property easements to the City to assure the investment and the Company's historic treatment to the properties.

In addition, the City is negotiating rights to a portion of the roof at 139 W. Walnut Street to allow a wireless antenna access in return for the public's investment.

Recapture: If Company is at any time not current on taxes, fees, assessments or other amounts owed to City or County, the City and County will not be required to continue grant payments.

The timeline for the rehabilitation work to be completed is subject to the execution of this agreement but will be limited to a 24 month period, anticipated to be completed by April 2020 at this time.

If Company ceases to operate facilities at any time within the ten year period, a recapture of the grants is owed back to City and County based on the time this occurs within the ten year period.

The economic impacts of historic preservation and reinvestment of these buildings will be broad, significant and in accordance with the adopted vision of the 2007 Downtown Master Plan. Beyond the tax revenues, it is expected that the creation of 55+ market-rate apartments will contribute approximately \$612,000 annually to downtown business sales

revenues based on North Carolina economic indicators. The creation of over 12,000 square feet of available rehabilitated commercial space will attract additional small businesses and create or retain jobs. The complete rehabilitation of six historic properties that have lacked reinvestment for decades and require significant construction to secure their future as part of our historic built stock is unquantifiable.

Outstanding items, such as the continuation of the federal historic preservation tax credit program, the ability of the company to secure a financial lender and other outstanding steps may impact the ability to move this project forward notwithstanding the subject agreements and local incentives.

Councilmember Williams asked if local contractors will be used by the developer. Councilmembers Stevens echoed that question and asked for clarification on the MSD tax. Councilmember Williams stated he wanted to be sure contractors here would be able to bid on that project.

Ms. Metz stated at this time there is nothing specified in the contract, but I can tell you based on North Carolina Preservation economic indicators, for every \$1 million invested in a historic building you get 41.1 jobs either created or retained in the local area. Because it is more labor intensive, the money sticks around in the local economy for a longer period of time than for new construction. I suspect the developer has some of the project supervisors that he leans on, but I would suspect the labor force they would employ locally. Ms. Metz stated the developer is here and available to answer questions, but has shared he plans to put the project out for bid.

Councilmember Williams stated he would like to see this project go forward, he would like to see our citizens here have an opportunity to work hard. Councilmember Foster stated putting it out for bid doesn't guarantee local people will get it.

Councilmember Stevens echoed Councilmember Williams's sentiments regarding the use of local contractors. Councilmember Stevens expressed concerns with a tax hike in MSD district.

Ms. Metz stated it is not going to be a tax hike. The MSD District will not be affected but positively because it will increase the property value.

Mayor Pro Tem Ham stated as everyone knows I am an advocate of downtown rehabilitation. This is a project that would continue that effort but I do have some concerns. My concern revolves around using taxpayer money and giving it to a private contractor. It is spoken about like a loan but it is a forgivable loan assuming he meets the requirements. Mayor Pro Tem Ham shared private investment statistics since 2014. I believe that we need to continue to save our historic buildings downtown and enhance our city but I cannot support giving \$300,000 of taxpayer money, plus giving the building and plus the tax incentives. I have tolled with this decision, loss sleep but this is my decision.

Mayor Allen opened the public hearing and the following people spoke:

1. Patrick Reilly, developer, shared information regarding the project, Rehab Builders, contractors, and opportunities for job creation and local employment. I cannot restrict them to hire from this territory. It will be put out to bid and our preference will be to hire local wherever we can. He stated he understood Mayor Pro Tem Ham's concerns but if we do not have that type of support the numbers do not work for this project.

Councilmember Stevens asked what amenities would be offered/paid with the apartments.

Mr. Reilly stated included in the pro forma, what we underwrote in the numbers, all water/sewer, parking required, what we will probably do is work out a bulk rate for cable and internet agreement like we have on several other projects. We will have a gym and nice community place.

Councilmember Foster stated you mentioned Rehab Builders, will they bring guys here.

Mr. Reilly stated they will normally bring three guys, a superintendent, assistant project manager and a project manager and hire labor force locally.

Mayor Pro Tem Ham asked about parking and if he had discussed with the City where they might be.

Mr. Reilly stated we have discussed a lot off of Walnut Street, it would be mostly off street parking. We would purchase what would be needed in addition to spaces available or work out a licensing agreement with the city.

2. Allison Platt spoke in favor of the project.
3. Judge Charlie Gaylor also spoke in favor of the project.
4. Kathy Cornelson spoke in favor of the project.
5. Sylvia Barnes asked what is it such a necessity to take a vote tonight.

Mayor Allen shared the County is partnering with us, they have their public hearing scheduled for tomorrow and will base their decision on ours. Mayor Allen thanked the County for partnering with the City on this project.

6. Wendy Walker spoke in favor of the project.
7. Gretchen Reed spoke in favor of the project.

Councilmember Broadaway stated from a banker's standpoint it is scary but you have to also look at past history. We are going to do this to Historic Preservation standards. Looking at the partnership with the County we have a terrific opportunity.

Councilmember Broadaway made a motion to accept and authorize the Mayor to sign the agreements subject to City Attorney review, approval and based on the intent, expectations and assurances as stated herein and intended. Councilmember Williams seconded the motion.

Councilmember Aycock stated it was brought to his attention over the weekend, the fountain at Center and Walnut cost more than our contribution to do the largest landmark we have in the City of Goldsboro. Why I hate the thoughts of the \$300,000 I think in the future we would regret it if we do not do it now.

Councilmember Stevens stated he spoke with his mother during DGDC Retreat about this project and potential you could bring here, I feel it is a wonderful opportunity.

Councilmember Williams stated overall he thinks it's a good thing for District 1, we have lost a lot of housing.

Mayor Allen called for a vote. Mayor Allen, Councilmembers Williams, Broadaway, Stevens, and Aycock voted in favor of the motion. Mayor Pro Tem Ham and Councilmember Foster voted against the motion. Mayor Allen stated the motion passed with a 5:2 vote.

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

1. George Williams shared information regarding the Law Enforcement Appreciation event they held; 150 law enforcement representatives were fed. He thanked everyone for their support.

2. Carl Martin provided a hand out (a copy is on file in the Clerk's Office) and an update on the Recreation Advisory Committee.

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. Councilmember Stevens moved the items on the Consent Agenda, Items I, J, K, L, M, N, O and P be approved as recommended by the City Manager and staff. The motion was seconded by Mayor Pro Tem Ham and a roll call vote resulted in all members voting in the affirmative. Mayor Allen declared the Consent Agenda approved as recommended. The items on the Consent Agenda were as follows:

**Informal Bid Request #2017-017 – Wayne Memorial Greenway Construction and Mina Weil Paving. Resolution Adopted.** On October 17, 2017 in accordance with the provisions of the N.C. General Statutes, sealed bids were publicly opened for the construction of the Wayne Memorial Greenway and paving and striping of the parking lot at Mina Weil Park.

The City received three (3) bids for this project. A bid tabulation sheet is attached for Council's information.

Staff has recommended the 8' wide paved trail for the greenway construction and paving/striping of 29 parking spaces at Mina Weil Park. Barnhill Contracting Company was the low bid at \$93,530 for the greenway construction and \$11,550.30 for Mina Weil Park paving/striping.

The bids were reviewed by the Parks and Recreation staff, checked for accuracy, and found to be in order. Funding is available through the PARTF and Recreation Trails Program Grants.

Staff recommended Council adopt the following entitled Resolution authorizing the Mayor and City Clerk to enter into a contract with Barnhill Contracting Company in the amount of \$105,080.30. Consent Agenda Approval. Stevens/Ham (7 Ayes)

**RESOLUTION NO. 2017-80 RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO SIGN A CONTRACT WITH BARNHILL CONTRACTING COMPANY**

**FY 2017-18 Budget Amendment – 135TH USCT Living History Donation. Ordinance Adopted.** At the October 2, 2017 Council Meeting, historical preservationists presented information on the 135th U.S. Colored Troop (USCT) based in North Carolina. In an effort to build interest in North Carolina about the true role of the black soldiers who fought in the Civil War, a research commission was organized in Goldsboro.

After many years of research and strong support from the local and state community, there are plans for a Civil War living history weekend on April 6-8, 2018 in Goldsboro. The Lost Troop weekend will include exhibits, symposiums with guest speakers, period music and encampment which will be free and open to the public.

The research commission requested a donation of \$5,000 to assist with expenses with this historic weekend in Goldsboro.

Staff recommended Council adopt the following entitled budget ordinance decreasing the Unassigned Fund Balance of the General Fund by \$5,000. Consent Agenda Approval. Stevens/Ham (7 Ayes)

ORDINANCE NO. 2017-55 “AN ORDINANCE AMENDING THE BUDGET  
ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2017-2018 FISCAL  
YEAR”

**Resolution for the Construction of the Concession/Restroom Facility - Multi-Sports Complex. Resolution Adopted.** The City of Goldsboro and the U.S. Air Force signed a lease for the construction of a 62-acre multi-sports complex. At the October 2, 2017 meeting, Council approved the design agreement for the concession/restroom facility with Daniels and Daniels.

Daniels and Daniels has submitted a design-build agreement that includes the construction of a 4,800-foot restroom and concession building. The proposed cost for the design-build construction is \$691,350.

Recreation Bonds have sufficient funding available for this project.

Staff recommended Council adopt the following entitled resolution authorizing the Mayor and City Clerk to enter into a design-build contract with Daniels and Daniels for the construction of the restroom and concession facility at the Multi-Sports Complex in the amount of \$671,350. Consent Agenda Approval. Stevens/Ham (7 Ayes)

RESOLUTION NO. 2017-81 “RESOLUTION AUTHORIZING THE MAYOR AND  
CITY CLERK TO SIGN A CONTRACT WITH DANIELS AND DANIELS”

**Approve Compost Bulk Pricing. Resolution Adopted.** Since January 2017, the City of Goldsboro has charged its bulk buyers \$8.00 per cubic yard for both compost and mulch. A thirty-pound bag of compost is sold at \$2.00 per bag for a typical order of one hundred bags. A bulk buyer of compost must purchase a minimum of 20 cubic yards during a calendar year.

Compost sales have increased steadily over the last two years. It is time to consider increasing the price of compost to help offset the costs of the operation of the Compost Facility. As of January 1, 2018, it is recommended the pricing for compost will be \$9.00 per cubic yard (an increase of \$1.00/cu.yd.) for quantities over 20 cubic yards at the time of advance purchase for the calendar year, \$15.00 per cubic yard for bulk compost less than 20 cubic yards, remain the same at \$2.00 per 30-lb. bag (minimum order of 100 bags), mulch will be decreased to \$6.00 per cubic yard (a decrease of \$2.00/cu.yd.).

Staff recommended Council adopt a resolution approving compost pricing as follows: \$9.00/cubic yard for compost purchases over 20 cubic yards at the time of advance purchase, \$15.00/cubic yard for compost, \$2.00 per 30-lb. bag (minimum order of 100 bags) for regular bulk buyers, and \$6.00/cubic yard for mulch. Consent Agenda Approval. Stevens/Ham (7 Ayes)

RESOLUTION NO. 2017-82 “RESOLUTION AMENDING COMPOST PRICING”

**Budget Amendment - 2017-2018 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME). Ordinance Adopted.** The City of Goldsboro will receive \$300,854 in CDBG funds and \$158,231 in HOME funds from the U.S. Department of Housing and Urban Development (HUD) for fiscal year 2017-2018.

These grant funds will be used throughout the City of Goldsboro for activities set forth in the FY 2017-2018 Annual Action Plan:

1. Housing Rehabilitation
2. Hazardous Material  
(Testing and Monitoring)
3. Homebuyer Assistance
4. Public Facilities & Improvements
5. Public Services
6. CHDO Activity

7. Economic Development
8. Transitional Housing
9. Program Administration

The City was granted a 100% HOME Match Reduction for FY17-18. Therefore, the City is not required to provide local matching funds for the \$158,231 in HOME this allocation. Further, monies have been budgeted from the City's General Fund to cover unfunded administrative costs associated with the CDBG and HOME Programs for fiscal year 2017-2018.

Since the Release of Funds for these two grants occurred after the adoption of the 2017-2018 Operating Budget, monies to carry out activities under these two programs are not reflected in the current budget. The City's Budget Ordinance must be amended prior to the expenditure of these funds.

Staff recommended Council adopt the following entitled Ordinance amending the 2017-2018 Budget Ordinance in order to permit the expenditure of funds for activities included under the City's CDBG and HOME Programs. Consent Agenda Approval. Stevens/Ham (7 Ayes)

ORDINANCE NO. 2017-56 "AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2017-2018 FISCAL YEAR"

**Goldsboro Christmas Parade, December 2, 2017 – Street Closing Request.**

**Approved.** The annual Christmas Parade is one of the many local traditions helping to usher the holiday season into the Goldsboro area. The parade is organized, coordinated and sponsored by the Wayne County Chamber of Commerce.

The street closing request is as follows:

Parade Route: North on Center Street beginning at Spruce Street to Walnut Street; East on Walnut Street to John Street; North on John Street to Mulberry Street; West on Mulberry Street to Center Street; North on Center Street to Ash Street; West on Ash Street to Center Street (traffic circle); South on Center Street to Spruce Street ending at Spruce Street.

Staging Areas: Spruce Street between George and Center Streets, James Street between Spruce and Elm Street, and Pine Street between George and William Street.

Additional Closures recommended by the Police Department to manage traffic flow will encompass: James Street from Elm to Chestnut, John Street from Chestnut Street to Ash, Mulberry Street from James to William, Walnut Street from James to Ormond Ave, Chestnut Street from James to Ormond Ave, Spruce Street from George to John Street, Pine Street from George to William and Center Street from Elm to Spruce.

Parking Restrictions: No parallel parking on Center Street from Spruce Street to Ash Street.

The time requested for the closing is from 8:00 a.m. to 8:00 p.m. Police have indicated that traffic will be restricted from 8:00 a.m. until 3:30 p.m. and all traffic stopped at 3:30 p.m. The actual parade will begin at 4:00 p.m. and end at approximately 7:00 p.m.

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

Staff recommended 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 DGDC offices are to be involved in the logistical aspects of this event.

It is recommended Council approve the street closing of sections of Pine, Spruce, Center, Walnut, John, Mulberry, James, and Chestnut Streets for the Christmas Parade route from 8:00 a.m. to 8:00 p.m. on Saturday, December 2, 2017. Consent Agenda Approval. Stevens/Ham (7 Ayes)

**Rescheduling Council Meetings for 2018 Due to Holidays. Approved.** The Goldsboro City Council normally meets the 1st and 3rd Mondays of every month for their Regular Council Meeting.

The following meetings need to be rescheduled due to holidays:

- Monday, January 1, 2018 is in observance of New Year's Day
- Monday, January 15, 2018 is in observance of Dr. Martin Luther King, Jr.'s Birthday
- Monday, July 2, 2018 due to Independence Day
- Monday, September 3, 2018 is in observance of Labor Day

Staff suggests Council consider rescheduling the above meetings to the following dates:

- Moving the January meetings to the 2nd and 4th Monday due to Holidays.
- Combining the July 2, 2018 meeting with the July 16, 2018 meeting
- Tuesday, September 4, 2018

Staff recommended Council accept staff recommendations and approve the revised 2018 regular meeting schedule. Consent Agenda Approval. Stevens/Ham (7 Ayes)

**Monthly Reports.** Accepted as Information. The various departmental reports for the month of October, 2017 were submitted for the Council's approval. It was recommended that Council accept the reports as information. Consent Agenda Approval. Stevens/Ham (7 Ayes)

#### **End of Consent Agenda.**

**Code of Ordinance Update: 98.80 Parades. Ordinance Adopted.** City staff has updated the Policy for the Use of Special Events and the Special Events/Parade/Street Closing Permit Application to make the process of Closing a street or having an event more concise and easier for the public to use, therefore, staff has suggested the following changes to the Parade Ordinance to include verbiage pertaining to Special Events and Street Closures.

City staff has worked to make the process of having a special event or parade more user friendly to our citizens by consolidating the process to be handled by the Downtown Goldsboro staff. All special events/parades/street closing applications and permits will be issued by the Downtown Goldsboro staff (City Manager's designated representative). The Downtown Goldsboro staff will work in conjunction with representatives from the Police Department, Planning and the affected department concerning the application. The Goldsboro Police Department and Chief of Police's office will continue to issue Picket permits as defined in §98.81 of the City of Goldsboro's Code of Ordinances.

Upon motion of Councilmember Broadaway, seconded by Mayor Pro Tem Ham and unanimously carried, Council adopted the following entitled ordinance revising Chapter 98.80 "Parades" to include "Special Events" of the City of Goldsboro's Code of Ordinances.

ORDINANCE NO. 2017-57 "AN ORDINANCE AMENDING CHAPTER 98 ENTITLED "STREETS AND SIDEWALKS" SECTION 98.80 PARADES OF THE CODE OF ORDINANCES OF THE CITY OF GOLDSBORO, NORTH CAROLINA"

**City Manager's Report.** Mr. Scott Stevens stated he would again like to thank Chief Whaley for his service to the community. Ms. Julie Metz, DGDC Director, spoke at the National League of Cities Conference last week in Charlotte and in my opinion she did very well. People from across the country were extremely impressed by what is going on here in Goldsboro. Julie represented us very well and I wanted to commend her for that. Happy Thanksgiving to the community and just a reminder to look after family, friends, neighbors and coworkers because for some it is different whether they have lost a loved one or in a different life situation.

**City Attorney's Report.** No report.

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

Councilmember Aycock stated Happy Thanksgiving, drive safe and keep your speed limit under control. Don't drink and drive.

Councilmember Foster made a motion to go live during the work sessions. Councilmember Williams seconded the motion. Council and staff discussed technological needs. Councilmember Aycock asked Councilmember Foster if we could wait until the next meeting to allow time for staff to research what is needed. Councilmember Foster stated he had no problem waiting till the next meeting and withdrew his motion.

Mayor Pro Tem Ham stated no comment.

Councilmember Stevens wished everyone a Happy Thanksgiving.

Councilmember Broadway congratulated Chief Whaley and thanked Mr. George Williams for a great event. He stated with Thanksgiving coming up please think of our deployed military and think about our police.

Councilmember Williams stated he had the opportunity to go to Charlotte for the National League of Cities, it was great. I had the chance to go to a lot of different seminars, got a chance to see how other cities work with summer youth employment programs that grow each year. He encouraged local businesses to help get kids working this summer. He expressed condolences to the Benton and Darden families and encouraged people to reach out when they hear of something.

Mayor Allen shared information regarding the National League of Cities Conference that many of members of Council attended. Sessions included Race Relations, Summer Youth Programs, Opioid Epidemic, Youth Councils and Early Childhood Development. Mayor Allen shared statistics surrounding early childhood development. Mayor Allen wished everyone a Happy Thanksgiving and encouraged everyone to help those in need. He thanked everyone who participated and volunteered at the Community Cares event this past weekend. Mayor Allen stated we have a lot of events coming up, he encouraged everyone to pick up litter and not to litter. Mayor Allen encouraged everyone to shop local. Lights Up! will be held tomorrow evening and he encouraged everyone to come out. Christmas Parade will be held on December 2<sup>nd</sup>. Mayor Allen thanked each of the councilmembers for their efforts, we had a great work session tonight, and it was very cordial, we all got along and very respectful to one another. Thank you.

There being no further business, the meeting adjourned at 8:44 p.m.

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Chuck Allen  
Mayor

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Melissa Corser, MMC/NCCMC  
City Clerk