

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, APRIL 17, 2023**

(Please turn off, or silence, all cellphones upon entering the Council Chambers)

I. WORK SESSION-5:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET

- 1. ROLL CALL**
- 2. ADOPTION OF THE AGENDA**
- 3. OLD BUSINESS**
- 4. NEW BUSINESS**
 - a. GWTA Funding Request (Don Willis, GWTA Director)

II. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET

Invocation (Pastor Jonathan Smith, Freedom Baptist Church)
Pledge of Allegiance

III. ROLL CALL

IV. APPROVAL OF MINUTES

- A. Minutes of the Work Session and Regular Meeting of April 3, 2023

V. PRESENTATIONS

- B. Resolution Expressing Appreciation for Services Rendered by William Cobb as an Employee of The City of Goldsboro for More Than 33 Years
- C. National Volunteer Appreciation Week Proclamation
- D. National Small Business Week Proclamation
- E. Goldsboro/Wayne Certificate of Appreciation (Purple Heart Foundation)

VI. PUBLIC HEARINGS

- F. UDO-1-23 Article 5: Section 5.5.4 – Special Use Specific Use Regulations (E) Bars, Nightclubs, Pool Halls, Microbreweries, Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit (Planning) - **Continued from 4/3/23**
- G. Contiguous Annexation Petition – New Hope Place, LLC - Located on the north side Cuyler Best Rd. between Oxford Blvd. and Glendas Dr. (Planning)
- H. Contiguous Annexation Petition – Highland Trails (JD Gupta) - Located on the south side of W New Hope Rd. between Somervale Ln. and Twin Oaks Pl. (Planning)
- I. SU-6-23 Place of Entertainment (no ABC Permit) (Planning) - **Continued to 5/1/23**

VII. PUBLIC COMMENT PERIOD

VIII. CONSENT AGENDA ITEMS

- J. Operating Budget Amendment FY22-23 (Finance)
- K. Grant Project Budget Amendment for the Stormwater Capital Projects Fund (T2201) (Finance)
- L. Grant Project Budget Ordinance for the State Grants Miscellaneous Grant Project Fund (G1109) (Finance)
- M. Nonprofit Funding Policy (FINPOL-N001) Amendment (Finance)
- N. Dillard/Goldsboro Alumni Parade – Temporary Street Closure (Police)
- O. Jamz Out Juneteenth – Temporary Street Closure (Police)
- P. Center Street Jam Concert Series – Temporary Street Closure (Police)
- Q. Set Public Hearing - Contiguous Annexation Petition – Perry Real Estate Group – Located at the intersection of New Hope Rd. & Hare Rd. (Planning)
- R. Annexation Ordinance Revision - Election District Decision– Magnolia Grove Subdivision Located on the east and west side of Eleventh St. between Norwood Ave. and Englewood Dr. (Planning)
- S. SU-3-22 – Gregory Sakas (Retail Sales) 4265 E. US Hwy 70 (Planning)

Removed

- T. Use of Public Utilities Capital Reserve to fund the purchase of a replacement Dump Truck for the Compost facility (Public Utilities)
- U. Fleet and Fuel Policy (City Manager)
- V. Departmental Monthly Reports

IX. ITEMS REQUIRING INDIVIDUAL ACTION

X. CITY MANAGER'S REPORT

XI. CEREMONIAL DOCUMENTS

XII. MAYOR AND COUNCILMEMBERS' COMMENTS

XIII. CLOSED SESSION

XIV. ADJOURN



BUDGET REQUEST FOR URBAN BUS SERVICES

Additional Funds Are Needed to Maintain
Current Service Levels for FY23-24

GWTA'S BOARD OF DIRECTORS UNANIMOUSLY APPROVED THIS REQUEST



Why Fund This Request?

- GWTA Bus Service Is Basic and Necessary for People to Access Opportunity
- Key Expenses to Provide Transportation Services are all Increasing
 - Fuel Costs have Increased Tremendously
 - Maintenance Providers are Charging More and the Fleet is Aging
 - Labor Costs are Up due to Staff Needing to Work Overtime
- It Is Extremely Difficult to Attract and Keep Bus Operators and Staff in the Current Employment Market
- There is Significant New Federal Grant Funding Available to Assist GWTA but Can Only be Drawn if there are Also More Local Funds Invested
- Demand for Expensive ADA and Dial-A-Ride Services Are Increasing
- Last Year Wayne County Accepted Rate Increases to Pay for Rural Service
- Available Recovery Funds Will be Used to Replace the Aging Fleet

THIS IS THE FIRST INCREASE REQUESTED BY THE GWTA IN SEVERAL YEARS



WHAT IS REQUESTED AND WHAT WOULD BE DONE WITH THE FUNDS?

AN ADDITIONAL \$50,000 IS NEEDED IN LOCAL FUNDS TO LEVERAGE \$115,000 MORE FEDERAL GRANT FUNDS. THIS IS ABOUT A 12% INCREASE TO THE TOTAL BUDGET

RAISES AND INCENTIVES WILL BE USED TO ATTRACT AND KEEP EMPLOYEES

- GWTA IS NOT CURRENTLY COMPETITIVE IN THE JOB MARKET
- THIS IS NEEDED TO IMPROVE SERVICE RELIABILITY AND PERFORMANCE

OPERATION OF BUS SERVICES COULD CONTINUE AT THE EXISTING BASIC LEVEL

- FIVE FIXED ROUTE BUSES ON ONE HOUR HEADWAYS
- ADA AND COMPLEMENTARY DIAL-A-RIDE PARATRANSIT SERVICES
- MONDAY THROUGH FRIDAY FROM 5:30AM – 6:30PM
- SATURDAY FROM 9:30AM – 6:30PM

GWTA BUS SERVICES ARE ALREADY BASIC WITH AN EXTENDED COVERAGE AREA



WHAT IF THESE FUNDS AREN'T APPROVED?

GWTA Would Need to Consider Options to Operate Within the Available Budget

People who Rely on GWTA will Experience More Access and Mobility Barriers

Some Combination of Service Cuts and Reductions Would be Necessary

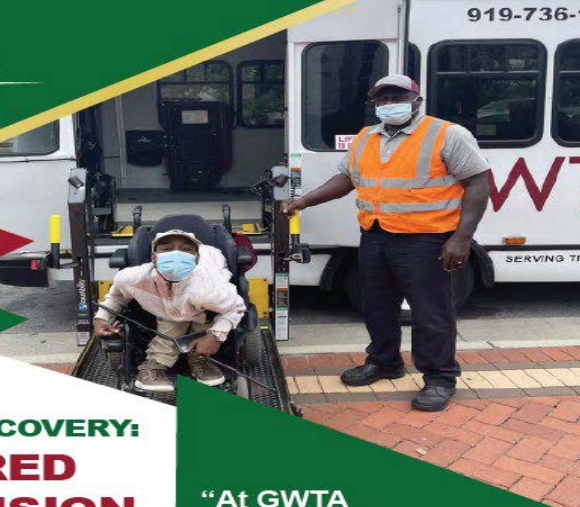

- Reduced Hours and/or Days of Operation
- Reduce Coverage of Existing Routes
- Reduced Number of Routes
- Combination of Existing Less Productive Routes
- Elimination of City-Wide Dial-A-Ride Services



GWTA APPRECIATES OUR PARTNERSHIP WITH GOLDSBORO IN SERVING THE COMMUNITY!



QUESTIONS?





**AMERICA'S RECOVERY:
POWERED
BY INCLUSION**

**2021 National Disability
Employment Awareness
Month**

#NDEAM
dol.gov/odep/topics.nedeam/

**"At GWTA
inclusion drives us to
always be our best. We
believe that inclusion is
the key to America's
pandemic recovery."**



OFFICE OF DISABILITY EMPLOYMENT POLICY
UNITED STATES DEPARTMENT OF LABOR



**DRIVEN TO
COMMUNITY SERVICE?**

HELPING OTHERS IN YOUR COMMUNITY WILL
HELP YOU BUILD YOUR CAREER!

GWTA IS HIRING SAFE DRIVERS

- Full-time and Part-time Positions
- Retirement Benefits, Dental, Vision & Life Insurance
- Paid Time Off, Retention Bonus

Join GWTA's team of committed and caring professionals and make a difference!

Goldsboro-Wayne Transportation Authority - 919-736-1374 - www.ridegwta.com

EOE / ADA Compliance | Drug-Free Workplace



AGING FLEET: GILLIG WITH OVER 300K MILES



AGING FLEET: GILLIG



AGING FLEET: ARBOC WITH 262K MILES



GWTA HAS BUDGETED RECOVERY FUNDS TO COVER CAPITAL REPLACEMENT



E-Z RIDER II

ENC
REV GROUP

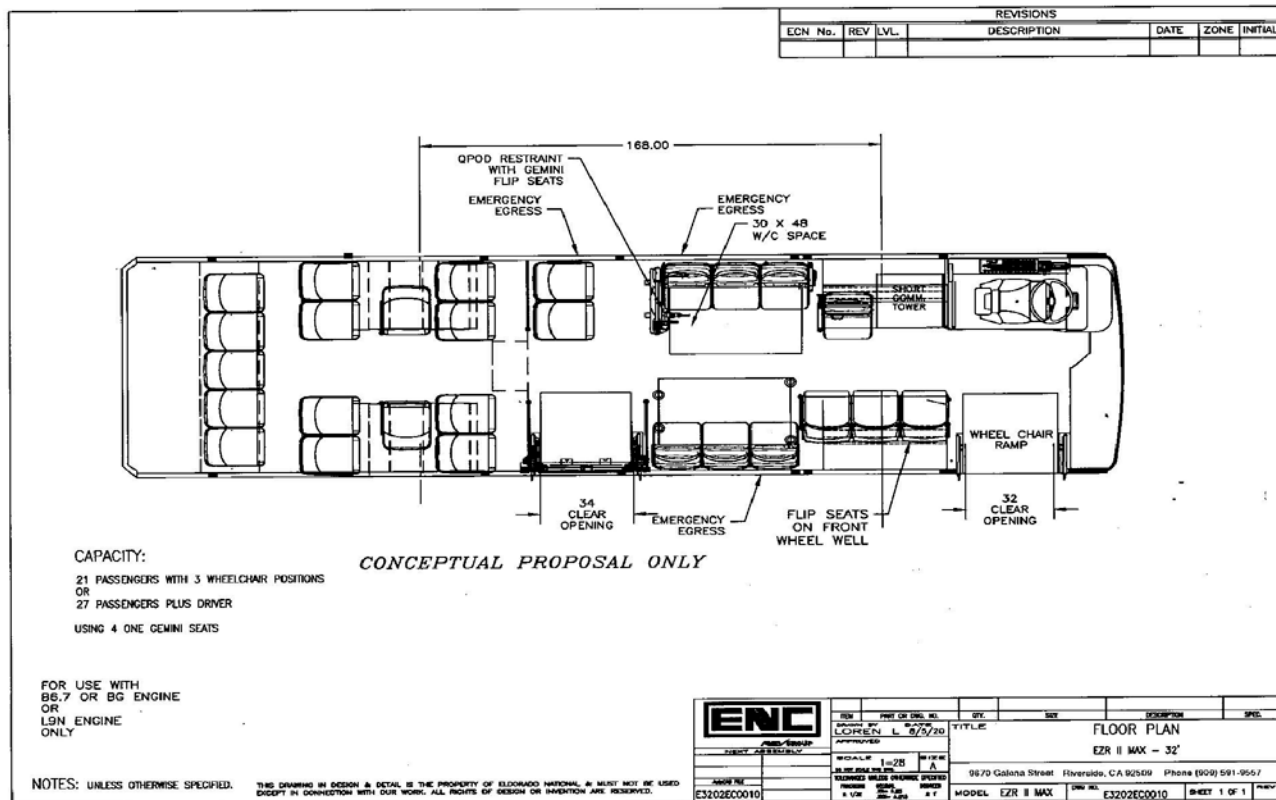
BETHESDA CIRCULATOR
NOT IN SERVICE

NOT IN SERVICE

Unsurpassed Flexibility / Legendary Reliability
HEAVY-DUTY 30', 32' AND 35' LOW-FLOOR BUS

The advertisement features a red and black low-floor bus. The side of the bus is labeled 'BETHESDA CIRCULATOR' and 'NOT IN SERVICE'. The front of the bus also displays 'NOT IN SERVICE'. The bus is shown from a side-front perspective, parked on a grey surface. A red diagonal line runs across the bottom of the image. The background is a light grey with faint architectural drawings.

GWTA HAS BUDGETED RECOVERY FUNDS TO COVER CAPITAL REPLACEMENT



GWTA HAS BUDGETED RECOVERY FUNDS TO COVER CAPITAL REPLACEMENT



- Two Buses Ordered on August 31, 2022
- Order Total is \$989,246.00 Using CARES at 100%
- Typical Local Match *Would* Be 20%: \$197,849
- Useful Life Will Be Over 10 Years
- Six Smaller Vehicles Remain To Be Replaced
- There Will Be \$850,754 Left In CARES
- GWTA Plans To Replace The Remaining Fleet With Minimal Funds Requested From Goldsboro

What is a Brownfields Property?

- "Abandoned, idled, or underused property where redevelopment is hindered by real or perceived environmental contamination."
- A brownfields site is a property where actual or perceived environmental contamination complicates its expansion or redevelopment.
- Cleanup costs and risks deter potential developers and create a barrier to community revitalization and economic development.



What is the Brownfield Program?

- Federal Program (EPA)

 - Grant Funding (Assessment, Cleanup, Revolving Loan Fund)
 - Technical Guidance
 - Targeted Brownfields Assessment funds
- State Program (NCDEQ)

 - Financial Incentives, Tax Credits
 - Liability Protection
 - Often leveraged with federally funded projects



Explore with us



EPA Brownfields Assessment Grants

- **Assessment Grants** provide funding for communities to:
 - Inventory sites
 - Characterize sites
 - Assess sites
 - Conduct redevelopment planning
 - Conduct cleanup planning
 - Provide community outreach
- Up to \$500,000 to assess sites across the community
- No cost share/matching required
- Grant life cycle:
 - Grant applications due in the fall
 - Awards announced in the spring
 - Funding in October, start of federal fiscal year
 - 4 years to spend down the grant funds

Explore with us

Why Now?

- Bipartisan Infrastructure Law (BIL)
- \$1.5 BILLION in historic finding to support EPA Brownfields
- For FY23 – EPA is offering \$170 M in grant funds



Explore with us

EPA	
2022 & 2023 OFFERINGS*	
\$1.5 BILLION BIL Assessment Grants	UP TO \$150 MILLION per grant For communities with a history of industrial, commercial, or other uses and ongoing or potential contamination Project due November 2022 - Projects awarded Summer 2023
\$400 MILLION BIL Cleanup Grants	UP TO \$10 MILLION per grant For communities with a history of industrial, commercial, or other uses and ongoing or potential contamination Project due November 2022 - Projects awarded Summer 2023
\$150 MILLION BIL Cleanup Grants	UP TO \$10 MILLION per grant For communities with a history of industrial, commercial, or other uses and ongoing or potential contamination Project due November 2022 - Projects awarded Summer 2023
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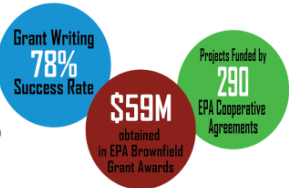
How to Apply?

- Narrative Information Sheet
 - 3 pages, single-spaced
 - Place information on your organization's letterhead
- Narrative
 - 10 pages, single-spaced for Community-wide Assessment
- Required Attachments
 - Limit attachments to required/relevant documents (i.e., threshold criteria, documentation of leveraged resources, etc.).



Terracon Experience

- 1995: Working the Brownfield Program since inception
- 1997: First full-service contract
- 1999: Assisted with first grant writing efforts
- 290+ Cooperative agreement (grants) funded projects
- 100+ brownfield experienced staff nationwide
- 130+ communities assisted with successful brownfields programs
- Terracon staff has assisted clients in obtaining \$59 million in EPA brownfield grant funding
- Perfect Scoring Assessment Grant (1 of 2 in the Country) during Fiscal Year 2020 grant cycle
- 78% grant writing success rate, well above industry average



Explore with us

Thank you!

Hayley Irick, PG
Brownfields Department Manager
(919) 436-2954
Hayley.Irick@terracon.com

Kathleen Markey
Brownfields Project Manager
(919) 436-2948
Kathleen.Markey@terracon.com



Council discussed the proposed grant and potential sites. The issue will come back to Council before the grant is submitted.

NCLM Voting Delegate. Council consensus was to designate City Manager Tim Salmon as the voting delegate for the NCLM Board of Directors election.

Consent Agenda Review. Items J, L - U on the consent agenda were reviewed. Further discussion included the following items:

Item J. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 111 N. Slocumb to Christopher Michael Jones. Upon motion of Mayor Pro Tem Polack, seconded by Councilman Broadaway and unanimously carried, Council accepted the bid.

Councilman Gaylor made a motion to amend the agenda of the day to remove Item P from the consent agenda and place it under Items Requiring Individual Action. The motion was seconded by Councilman Broadaway and unanimously carried.

Closed Session.
Upon motion of Mayor Pro Tem Polack, seconded by Councilman Broadaway and unanimously carried, Council went into Closed Session for the purpose of litigation.

After the Closed Session was held, Council came out of Closed Session and back into Open Session.

The meeting recessed at 6:03 p.m.

CITY COUNCIL MEETING

The City 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 April 3, 2023.

Mayor Ham called the meeting to order at 7:00 p.m.

Pastor Cynthia Whaley with Destiny Walker Ministries provided the invocation. The Pledge of Allegiance followed.

Roll Call.

Present: Mayor David Ham, Presiding
Mayor Pro Tem Taj Polack
Councilman Bill Broadaway
Councilman Charles Gaylor, IV

Absent: Councilwoman Hiawatha Jones
Councilwoman Brandi Matthews
Councilman Greg Batts

Also Present: Tim Salmon, City Manager
Ron Lawrence, City Attorney
Laura Getz, City Clerk
Matt Livingston, Assistant City Manager

Approval of Minutes. Mayor Pro Tem Polack made a motion to approve the minutes of the Work Session and Regular Meeting of March 20, 2023. The motion was seconded by Councilman Broadaway and unanimously carried.

Presentations.

Month of the Military Child (Purple Up Day) Proclamation. Read by Councilman Broadaway: The Goldsboro City Council proclaimed April 2023 as the MONTH OF THE MILITARY CHILD and April 21st as Purple Up Day for Wayne County Public Schools. They encouraged all school personnel and City of Goldsboro residents to recognize the contributions of our military families and to celebrate the spirit of military children across our city and nation by wearing purple on April 21st as an outward symbol of appreciation for our youngest heroes.

Cristy Barnes-Williams, School Liaison at Seymour Johnson Air Force Base and Heather Winstead, District Military Liaison for Wayne County Public Schools received the proclamation and invited everyone to Purple Up on April 21st to support Military students and invited everyone to join in the Purple (Walking) Parade at 9:15 a.m.

Children and Families Month Proclamation. Read by Mayor Pro Tem Polack: The Goldsboro City Council, in recognition of efforts to support Child Abuse Prevention Month, Week of the Young Child, and Month of the Military Child, proclaimed April 2023 as CHILDREN AND FAMILIES MONTH in the City of Goldsboro and urged all citizens to recognize this month by dedicating themselves to the task of improving the quality of life for all children and their families.

Melissa Harrell, Mental Health Services Manager with WAGES received the proclamation and invited everyone to the Child Abuse Prevention Month event downtown tomorrow, April 4.

Goldsboro/Wayne Certificate of Appreciation. No one from the Purple Heart Foundation attended.

Re-Entry Month Proclamation. Read by Councilman Gaylor: The Goldsboro City Council proclaimed the month of April as SECOND CHANCE MONTH in Goldsboro, North Carolina and encouraged residents to observe this month and recognized the efforts of those who work to improve rehabilitation and reintegration of formerly incarcerated individuals.

Michelle Bass with the Wayne County Re-Entry Council accepted the proclamation and invited the Mayor and Council to attend the event on April 19 from 10-1 at the Day Reporting Center parking lot where they will have food and community resources.

Public Hearings.

UDO-1-23 Article 5: Section 5.5.4 – Special Use Specific Use Regulations (E) Bars, Nightclubs, Pool Halls, Microbreweries, Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit – Continued from 3/20/23. Public Hearing Held and continued to April 17, 2023.

APPLICANT: Kyle Merritt

The applicant is proposing for the text located in Section 5.5.4 (E) of the City of Goldsboro UDO to be amended. The proposed amendment would remove language regarding how distance is measured to determine that there is at least 50 feet between Bars, Nightclubs, Pool Halls, Microbreweries, and Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit. The way that distance is currently measured reads as follows.

The separation distance required by this section shall be measured in a straight line from property line to property line, with no consideration as to intervening structures, roads, or landforms.

The applicant is requesting for the portion of this text that reads “with no consideration as to intervening structures, roads or landforms.” to be removed from the City of Goldsboro UDO.

By removing this, it creates a situation where you could include things such as a public right of way in the required distance separation to achieve the minimum 50 feet needed. These types of uses that are required to meet this 50 feet separation are still identified as Special Uses and would require quasi-judicial review and approval from City Council before any operation would be allowed to take place.

The applicant is requesting this Text Amendment to relocate “Church Spirits & Cocktails” to 116 W. Mulberry Street, which adjacent to St. Stephens Episcopal Church. The only thing separating the property lines is the Mulberry St. right-of-way. This text amendment, if approved, would create an opportunity for Kyle Merritt to apply for a Special Use Permit to establish “Church Spirits & Cocktails” at 116 W. Mulberry St.

Land Use Plan Recommendation: The City of Goldsboro Comprehensive Plan classifies the Central Business District to be in the Mixed-Use Downtown designation. An identified goal of the comprehensive land use plan is to continue to focus on improvement of the downtown Goldsboro area.

See below for the language for the proposed amendment.

ARTICLE 5: SECTION 5.5.4 SPECIAL USE SPECIFIC REGULATIONS (E)

The separation distance required by this section shall be measured in a straight line from property line to property line, with no consideration as to intervening structures, roads, or landforms.

Staff is neither recommending approval nor recommending denial. Staff is acknowledging the fact that if the text is amended that these types of uses (Bars, Nightclubs, Pool Halls, Microbreweries, and Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit) would still be required to undergo the Special Use Permit process which would require City Council to perform quasi-judicial review on each separate request and apply conditions as they see necessary to mitigate the use.

The City of Goldsboro Planning Commission met on February 27, 2023, to review and make a recommendation regarding the text amendment. The Planning Commission voted to adopt the Inconsistency Statement (attached) and recommend denial to City Council for the proposed text amendment. The vote was 3-2.

Mayor Ham opened the Public Hearing. The following people spoke:

- 1. Kyle Merritt- owner of Church Spirits and Cocktails shared comments of support from a local business and other neighboring businesses. He also shared comments in support of the UDO text amendment.
- 2. Cameron Yarborough- shared support of the proposed UDO text amendment.

No one else spoke and the Public Hearing was closed.

Councilman Gaylor made a motion to continue this until our April 17 meeting, at which time we take a vote. The motion was seconded by Mayor Pro Tem Polack and unanimously carried.

Non-Contiguous (Satellite) Annexation Petition – Goldsboro (Hwy 70) WW, LLC - Located on the southwest corner of US Hwy. 70 W. and NC 581. Public Hearing Held and Ordinance Adopted. Hwy Tax Parcel #: 2671815879
Acreage: 2.64 acres

The City Council, at their meeting on March 20, 2023, scheduled a public hearing for the proposed annexation of the subject property. A public hearing notice was properly advertised stating the time, place and purpose of the meeting.

Pursuant to G. S. 160A-58, at the public hearing all persons owning property in the area proposed to be annexed, as well as the residents of the municipality, shall be given an opportunity to be heard on the proposed annexation.

If the Council determines that the proposed annexation meets all the requirements of G. S. 160A-58, it has the authority to adopt an annexation ordinance.

A report was prepared by the Planning Department in conjunction with other departments, concerning the subject annexation area. All City services can be provided to the property except for City water and sewer. These utilities will be provided by Fork Township.

Mayor Ham opened the Public Hearing. No one spoke and the Public Hearing was closed.

Mayor Pro Tem Polack made a motion to adopt the following entitled Ordinance annexing Tax Parcel # 2671815879 effective April 3, 2023. The motion was seconded by Councilman Broadaway and unanimously carried.

ORDINANCE NO. 2023-12 “AN ORDINANCE ANNEXING CERTAIN NON-CONTIGUOUS REAL PROPERTY TO THE CITY OF GOLDSBORO, NORTH CAROLINA”

Z-2-23 John E. Darden (Neighborhood Business to General Business) – North side of E Elm St. between Dail St. and Linwood Ave. (site of Elm St. Detail Shop). *Public Hearing Held and Approval Ordinance Adopted.* ADDRESS: 1011 E Elm St.

PARCEL #: 3509322453
PROPERTY OWNER: Karol DeVaughn
APPLICANT: John E. Darden

The applicant is requesting a rezoning from the Neighborhood Business Zoning District (NB) to the General Business (GB) Zoning District. The purpose of the General Business (GB) Zoning District is to accommodate the widest range of uses providing general goods and services to the community. The district is intended to promote high quality, accessible developments serving the needs of the community and surrounding area.

Access: E Elm St.
Area: 0.37 acres

SURROUNDING ZONING:
North: Residential 6
South: Office & Institutional I
East: Residential 6
West: Neighborhood Business

Existing Use: The property currently consists of a vacant commercial structure, utilized as a body/detail shop.

The City’s Land Use Plan locates this parcel within the High-Density Residential land use designation.

High-Density Residential: This designation was given based off existing residential development patterns and constraints to development, as well as the location of infrastructure.

The General Business (GB) Zoning District is not identified as a corresponding district for the High-Density Residential land use designation.

This is a rezoning proposal for a 0.37-acre parcel to be rezoned from the Neighborhood Business Zoning District (NB) to the General Business (GB) Zoning District. The subject property is utilized as the “Elm St. Detail Shop” and operates as a shop to serve the automotive industry. The adjacent uses are the “D&C Mini Mart” located across Dail St., vacant undeveloped property directly across Elm St., a vacant undeveloped property located behind the subject parcel, and a single-family dwelling located to the east across Linwood Ave. This parcel has direct frontage on Elm St. as well as frontage on Dail St. and Linwood Ave.

TRC REVIEW: Staff has distributed this proposed rezoning to several different departments as well as Seymour Johnson Air Force Base and NCDOT. There were no comments or recommendations due to this being a straight rezoning request.

Staff is recommending approval of the rezoning request based on the fact that this parcel has a history of being utilized for commercial purposes. The use of the adjacent property being commercial, as well as the unique characteristic of the property being bordered on 3 sides by rights-of-way serves as a detriment to potential residential development, which is what the land use plan desires. The rezoning of this property to a General Business Zoning District would allow for expanded list of uses that could serve the surrounding community. The rezoning of this property would provide an opportunity for infill development to take place as well.

The City of Goldsboro Planning Commission met on March 27, 2023, to review and make a recommendation regarding the rezoning request. The Planning Commission voted to adopt the consistency statement (attached) and recommend approval to City Council for the proposed rezoning. The vote was 5-0.

Mayor Ham opened the Public Hearing and the following person spoke.

1. Carl Darden spoke in favor of the rezoning request and shared she had a petition with names of support.

No one else spoke and the Public Hearing was closed.

Mayor Pro Tem Polack made a motion to adopt the Approval Ordinance with the inclusion of the consistency statement. The motion was seconded by Councilman Gaylor and unanimously carried.

ORDINANCE NO. 2023-13 “AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP AND COMPREHENSIVE LAND USE MAP OF THE CITY OF GOLDSBORO, NORTH CAROLINA”

Z-3-23 Nelson Chavarria (Residential 16 to Residential 9) – South side of McLain St. off of Central Height Rd. Public Hearing Held and Approval Ordinance Adopted. ADDRESS: McLain St.

PARCEL #: 3519738942
PROPERTY OWNER: Nelson Chavarria
APPLICANT: Charles R. Covar

The applicant is requesting a rezoning from the Residential 16 Zoning District (R-16) to the Residential 9 (R-9) Zoning District. The purpose of the Residential 9 (R-9) Zoning District is to accommodate both single-family and multi-family residential uses and to prohibit all activities of a commercial nature.

Access: McLain St.
Area: 0.61 acres

SURROUNDING ZONING:
North: Office & Institutional I
South: Residential 16
East: Residential 16
West: Residential 9

Existing Use: Vacant, uncleared lot.

The City’s Land Use Plan locates this parcel within the Commercial land use designation.

Commercial: This designation puts a future emphasis on in-fill development, the desired development density is 10,000 square feet of building per acre.

The Residential 9 (R-9) Zoning District is not identified as a corresponding district for the Commercial land use designation.

This is a rezoning proposal for a 0.61-acre parcel to be rezoned from the Residential 16 Zoning District (R-16) to the Residential 9 (R-9) Zoning District. The subject property currently exists as a wooded lot. The adjacent uses are the Goldsboro Pentecostal Free Will Baptist Church, multi-family townhouses and single-family dwellings. The key difference between the R-16 district and the R-9 district is that the R-9 would allow the property to be utilized for multi-family purposes at a development density of 9,000 square feet for the first unit and 4,500 square feet for each subsequent unit. The maximum density that could potentially take place on the subject property would be 5 units. The property is not required to develop as multi-family due to this being a straight rezoning.

TRC REVIEW: Staff has distributed this proposed rezoning to several different departments as well as Seymour Johnson Air Force Base and NCDOT. There were no comments or recommendations due to this being a straight rezoning request.

Staff is recommending approval of the rezoning request based on the presence of an adjacent Residential 9 Zoning District. Despite this parcel being identified as falling within the Commercial land use designation, the surrounding parcels have not developed in this manner and this parcel is not an ideal site for that type of development or zoning to occur here. The rezoning of this property to a Residential 9 Zoning District would allow for multi-family development to occur but not at a density that may be detrimental to the adjacent properties.

The City of Goldsboro Planning Commission met on March 27, 2023, to review and make a recommendation regarding the rezoning request. The Planning Commission voted to adopt the consistency statement (attached) and recommend approval to City Council for the proposed rezoning. The vote was 5-0.

Mayor Ham opened the Public Hearing. No one spoke and the Public Hearing was closed.

Councilman Broadway made a motion to adopt the Approval Ordinance with the inclusion of the consistency statement. The motion was seconded by Mayor Pro Tem Polack and unanimously carried.

ORDINANCE NO. 2023-14 “AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP AND COMPREHENSIVE LAND USE MAP OF THE CITY OF GOLDSBORO, NORTH CAROLINA”

Z-4-23 SOS Management Inc. (Residential 20A to Residential 12) – East of Piedmont Airline Rd. off Thel Dr.
Public Hearing Held and Ordinance Adopted. ADDRESS: Piedmont Airline Rd.

PARCEL #: 3518758167
PROPERTY OWNER/APPLICANT: David Simmons

The applicant is requesting a rezoning from the Residential 20 A Zoning District (R-20A) to the Residential 12 (R-12) Zoning District. The purpose of the Residential 12 (R-12) Zoning District is to accommodate both single-family and multi-family residential uses and to prohibit all activities of a commercial nature.

Access: Piedmont Airline Rd.
Area: 12.92 acres

SURROUNDING ZONING:
North: R-20 & R-12 within 200 feet
South: R-20A
East: R-20 & RM-9
West: R-20A & RM-9

Existing Use: Woodland

Land Use Plan: The City’s Land Use Plan locates this parcel within the Low-Density Residential land use designation.

Low-Density Residential: This designation was given based off existing residential development patterns and constraints to development, as well as the location of infrastructure.

The Residential 12 (R-12) Zoning District is not identified as a corresponding district for the Low-Density Residential land use designation.

This is a rezoning proposal for a 12.92-acre parcel to be rezoned from the Residential 20A Zoning District (R-20A) to the Residential 12 (R-12) Zoning District. The subject property currently exists as a wooded lot. The adjacent uses are non-conforming & conforming manufactured homes and single-family dwellings. The difference between the R-20A district and the R-12 district is that the R-12 would allow the property to be utilized for multi-family purposes at a development density of 12,000 square feet for the first unit and 6,000 square feet for each subsequent unit. This has the potential to result in a significant increase in density. The maximum density that could potentially take place on the subject property would be between approximately 70-75 units (including open space in this calculation). If this property were to be subdivided for a subdivision there is the potential for 40-45 lots, depending on the arrangements of rights-of way, this number could be less.

The property is not required to develop as multi-family or as a single-family subdivision due to this being a straight rezoning. This property is located within the ETJ and would be required to annex into the City of Goldsboro to receive water and sewer service.

TRC REVIEW: Staff has distributed this proposed rezoning to several different departments as well as Seymour Johnson Air Force Base and NCDOT. There were no comments or recommendations due to this being a straight rezoning request. Staff acknowledges this is within the DNL 70-74 noise contour and that the development of this property would be required to incorporate noise level reduction measures as identified in the City of Goldsboro UDO.

Staff is recommending approval of the rezoning request based on several factors. There is a Residential 12 Zoning District in very close proximity to the subject property which has been utilized for multi-family development. There is also sewer along Piedmont Airline Rd. which could be extended to support a higher density type of development on the subject property. The City of Goldsboro Comprehensive Land Use Plan also expresses that the development of vacant parcels accessible to water and sewer should be encouraged. Despite this parcel being identified as falling within the Low-Density Residential land use designation, the surrounding area has not developed as such, with the most recent development in this area being the multi-family development to the north occurring over 20 years ago. The rezoning of this property to a Residential 12 Zoning District would allow the opportunity for new types of high-density development to occur. High density development could also cater to a situation where housing may be more affordable, due to smaller lot sizes/structures.

The City of Goldsboro Planning Commission met on March 27, 2023, to review and make a recommendation regarding the rezoning request. The Planning Commission voted to adopt the consistency statement (attached) and recommend approval to City Council for the proposed rezoning. The vote was 5-0.

Mayor Ham opened the Public Hearing and the following people spoke:

- 1. David Simmons spoke in support of the rezoning request.
- 2. Marvin Worrell III, spoke in support of the rezoning request.

No one else spoke and the Public Hearing was closed.

Councilman Broadway made a motion to adopt the Approval Ordinance with the inclusion of the consistency statement. The motion was seconded by Mayor Pro Tem Polack and unanimously carried.

ORDINANCE NO. 2023-15 “AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP AND COMPREHENSIVE LAND USE MAP OF THE CITY OF GOLDSBORO, NORTH CAROLINA”

Public Comment Period. Mayor Ham opened the public comment period. No one spoke and the public comment period was closed.

Consent Agenda – Approved as Recommended. City Manager Salmon 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. Item K, Authorization of sale of jointly owned property for 200 N. Carolina Street was removed from the Consent Agenda during the Adoption of the Agenda. Item U, Certification Of Sufficiency -Contiguous Annexation Petition – Perry Real Estate Group – Located at the intersection of New Hope Rd. & Hare Rd. was added to the agenda during the Adoption of the Agenda and Item P, SU-3-23 Place of Entertainment w/ ABC Permit (Bricks Restaurant) – 223 N Center St. was removed from the Consent Agenda and added to Items Requiring Individual Action. Mayor Pro Tem Polack moved the items on the Consent Agenda, Items J, L, M, N, O, Q, R, S, T and U be approved as recommended by the City Manager and staff. The motion was seconded by Councilman Gaylor and a roll call vote resulted in all members voting in favor of the motion.

The items on the Consent Agenda were as follows:

Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 111 N. Slocumb to Christopher Michael Jones. Offer Accepted and Resolution Adopted. Staff has received an offer to purchase city owned property. Council must either accept or reject the offer, and if accepted authorize advertisement for upset bids (G.S. 160A-266 and 160A-269).

The following offer has been received for the sale of surplus real property under Negotiated offer, advertisement, and upset bid process (G.S. §160A-266(a) (3))

111 N. Slocumb Street

Offeror: Christopher Michael Jones
Offer: \$3,500.00
Bid Deposit: \$175.00
Parcel #: 51031 Pin #: 3509152348
Tax Value: \$6,880.00 Zoning: R-9

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of cash.

It was recommended that Council accept the offer on 111 N. Slocumb Street and adopt the following entitled resolution authorizing Finance to advertise for upset bids. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

RESOLUTION NO. 2023-22 “RESOLUTION AUTHORIZING UPSET BID PROCESS”

Ratifying the Economic Development Agreements between the City of Goldsboro, WNB Landlord, LLC., and County of Wayne. Resolution Adopted. The City of Goldsboro entered into an economic development agreement for a performance based loan on February 15, 2019 and an economic development agreement for a property tax grant on February 18, 2019 with WNB Landlord, LLC, a subsidiary of Rehab Development, Inc.

Rehab Development, Inc. completed a \$13.9M historic rehabilitation project in April 2022. The project included six historic buildings, 10,900 sq. ft. of commercial, ready-to-lease space and 63 market rate residential units, successfully repurposing 67,000 sq. ft of formerly vacant, non-productive space.

The performance-based loan of \$300,000 was distributed in three installments and forgiven after thresholds of performance were met and substantiated.

The property tax grant reduces the City property tax cost by 90% in years 1-5, 75% year 6, 60% year 7, 45% year 8, 30% year 9 and 15% year 10, for a total current estimated tax value grant of \$469,463.

The original agreements were amended on June 15, 2020 and approved by Council. The amendment included updated official measurements and an increase in anticipated units from 55 to a minimum of 60. Staff is requesting that Council approve the resolution to ratify the agreements executed on February 15, 2019 and February 18, 2019, as well as the amended agreements executed on June 16, 2020.

Pursuant to General Statute 158-7.1, a public hearing was held on November 20, 2017. A resolution is not required, but preferred.

It was recommended that Council adopt the following entitled resolution ratifying the economic development agreement performance-based loan executed on February 15, 2019 and the economic development agreement property tax grant executed on February 18, 2019, as well as the amended agreements executed on June 16, 2020 between the City of Goldsboro, WNB Landlord, LLC., and the County of Wayne. The original executed agreements are attached as part of the agenda packet. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

RESOLUTION NO. 2023-23 “RESOLUTION RATIFYING THE ECONOMIC DEVELOPMENT AGREEMENTS BETWEEN THE CITY OF GOLDSBORO, WNB LANDLORD, LLC., AND COUNTY OF WAYNE ON FEBRUARY 15, 2019, FEBRUARY 18, 2019, AND JUNE 16, 2020”

Set Public Hearing - Contiguous Annexation Petition – Highland Trails (JD Gupta) - Located on the south side of W New Hope Rd. between Somervale Ln. and Twin Oaks Pl. *Public Hearing Set.* Tax Parcel #: 3600971450, 3600974104, 3600969806

Acreage: 19.35 acres

The City Council, at their meeting on January 23, 2023, requested that the City Clerk examine the voluntary contiguous annexation petition for sufficiency.

On March 14, 2023, the City Clerk completed the examination and determined that the petition is sufficient. Sufficiency indicates that all property owners have signed the petition for voluntary annexation and that all information listed upon the application is accurate.

Pursuant to G. S. 160A-31, Council shall fix a date for public hearing on the annexation once the petition is considered sufficient by the City Clerk.

The attached Notice of Public Hearing would schedule April 17, 2023, as the date for the public hearing. A report prepared by the Planning Department, in conjunction with other City departments, will be submitted to the Council on that date.

It was recommended that Council schedule a public hearing for the proposed voluntary contiguous annexation of Highland Trails (JD Gupta), Tax Parcels 3600971450, 3600974104 and 3600969806 for April 17, 2023. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

Set Public Hearing - Contiguous Annexation Petition – New Hope Place, LLC - Located on the north side Cuyler Best Rd. between Oxford Blvd. and Glendas Dr. *Public Hearing Set.* Tax Parcel #: 3610508709

Acreage: 14.04 acres

The City Council, at their meeting on March 20, 2023, requested that the City Clerk examine the voluntary contiguous annexation petition for sufficiency.

On March 24, 2023, the City Clerk completed the examination and determined that the petition is sufficient. Sufficiency indicates that all property owners have signed the petition for voluntary annexation and that all information listed upon the application is accurate.

Pursuant to G. S. 160A-31, Council shall fix a date for public hearing on the annexation once the petition is considered sufficient by the City Clerk.

The attached Notice of Public Hearing would schedule April 17, 2023, as the date for the public hearing. A report prepared by the Planning Department, in conjunction with other City departments, will be submitted to the Council on that date.

It was recommended that Council schedule a public hearing for the proposed voluntary contiguous annexation of New Hope Place, LLC, Tax Parcel 3610508709 for April 17, 2023. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

Split-Jurisdiction Agreement between the City of Goldsboro and County of Wayne. *Resolution Adopted.*
Tax Parcel Id: 3610-97-5195

Owner: Roy Barnes Heirs

Acres: 11.3; 6 acres (County of Wayne)/5 acres (City of Goldsboro)

On September 6, 2022, City Council approved a Resolution Authorizing by Mutual Agreement Between the City of Goldsboro and the County of Wayne To Assign Exclusive Planning and Development Regulation Jurisdiction From One (the City of Goldsboro) to the Other (County of Wayne) pertaining to the subject property referenced above.

Recently, City officials were informed that the Wayne County Tax Office identified errors in their database reflecting incorrect tax parcel identification numbers and property owners associated with the property. As such, Goldsboro City Council and the County of Wayne are required to revise the split jurisdiction agreement.

Zoning and other development regulations are state powers delegated to local governments. North Carolina state legislature sets the rules for which local governments can exercise these powers and where that can be done within their respective jurisdictions.

The City of Goldsboro exercises the enforcement of planning and development regulations throughout the corporate City limits and one-mile extra-territorial jurisdiction. The County of Wayne exercises planning and development regulations outside of the City’s corporate limits and one-mile extra-territorial jurisdiction. City and County jurisdictional boundaries do not have to follow property lines. In Wayne County, it is not uncommon for part of a parcel of land to be in the City of Goldsboro’s planning jurisdiction and the remainder of the property to be in Wayne County.

Historically, the City and County released planning and development regulation jurisdiction from one unit of local government to another based on which unit of local government had the majority acreage within their respective jurisdiction. Informal administrative development approvals were authorized by the City Planning Director and the County Planning Director.

According to GS 160D-203, property shall be subject to City or County development regulations. New land-use law dictates that if the landowner and both units of government agree, exclusive planning and development regulation jurisdiction for the entire parcel may be assigned to one jurisdiction. An agreement on development regulation must be approved by resolution formally adopted by both the City of Goldsboro and the County of Wayne.

Owners of the subject property desire that the entire parcel have continuity in planning and development regulations by assigning exclusive jurisdiction to the County of Wayne.

Staff is recommending that City Council agree to the release of City planning and development jurisdiction to the County of Wayne for the portion of said property within the City’s jurisdiction.

It was recommended that Council approve the recommendation of Planning staff and adopt the following entitled Resolution Authorizing by Mutual Agreement Between the City of Goldsboro and the County of Wayne To Assign Exclusive Planning and Development Regulation Jurisdiction From One (the City of Goldsboro) to the Other (County of Wayne). Consent Agenda Approval. Polack/Gaylor (4 Ayes)

RESOLUTION NO. 2023-24 “RESOLUTION AUTHORIZING BY MUTUAL AGREEMENT BETWEEN THE CITY OF GOLDSBORO AND THE COUNTY OF WAYNE TO ASSIGN EXCLUSIVE PLANNING AND DEVELOPMENT REGULATION JURISDICTION FROM ONE TO THE OTHER”

SU-4-23 Licensed Massage Therapy (Aim 2 Ease) – 3888 E Ash St. *Approved.* This Special Use Permit was voted on and approved at the March 20, 2023, meeting and is not eligible for further deliberation or discussion.

It was recommended that Council review the Order to Approve, and Mayor Ham sign the order. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

Roosevelt Group Engagement Letter. *Resolution Adopted.* The Roosevelt Group provides advocacy and consulting services to the City of Goldsboro and Wayne County governments. They have significant experience representing military communities and in-depth understanding of the federal budget process, Base Realignment and Closure (BRAC) activities, and national security policy. The Roosevelt Group was approved in the City of Goldsboro’s FY22-23 budget for services in the amount of \$30,000.

This engagement letter represents a continuation of an engagement that began on November 1, 2015 and is based on a flat retainer of \$60,000.00 for the contract year. The City of Goldsboro and Wayne County governments will pay \$30,000 each. The total amount due from the City and the County will be paid upon receipt of invoice from the Roosevelt Group. The term of the contract is for a one-year period unless determined by either party with a 30-day notice for contract change or termination of services. Fees will be pro-rated accordingly.

Should the City of Goldsboro and/or Wayne County seek additional support utilizing the full resources of the Roosevelt Group, the agreement can be modified to reflect those changes.

Staff recommended Council adopt the following entitled Resolution authorizing the Mayor and City Clerk to execute the engagement letter with the Roosevelt Group. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

RESOLUTION NO. 2023-25 “RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT WITH THE ROOSEVELT GROUP”

A Resolution in Support of Rail Service from Goldsboro, NC to Wilmington and Raleigh, NC. *Resolution Adopted.* Every year, railroads save consumers billions of dollars while reducing energy consumption and pollution, lowering greenhouse gas emissions, cutting highway gridlock, and reducing the high costs to taxpayers of highway construction and maintenance. North Carolina's first system dates back to 1833 when the Wilmington & Weldon Railroad

was charted to connect its namesake cities, which it completed on March 7th, 1840. By doing so the railroad became the longest railroad operated in the world at that time, spanning some 161 miles.

The North Carolina Railroad (NCRR) manages a 317-mile rail corridor spanning the state of North Carolina from Morehead City to Charlotte, over which about 60 Norfolk Southern freight trains and 10 Amtrak passenger trains travel each day. Since its creation, NCRR has been a driver for economic growth in the state. Annually, North Carolina's passenger rail services contribute to 430 jobs, \$20.1 million in earned wages, \$30.6 million in gross state product, and \$47.4 million in benefits rail passengers receive from taking the train instead of other modes of travel.

Nearly 900,000 passengers boarded trains in North Carolina in 2016, served by six intercity passenger routes with stops in 16 cities and towns. Nine of those stops are along the busy, 174-mile Piedmont Corridor between Charlotte and Raleigh. Eastern North Carolina would benefit in the same way with job creation, a reduction of highway construction and maintenance, as well as reducing highway gridlock, energy consumption and pollution, and lowering greenhouse gas emissions. Goldsboro and Wayne County are home to Goldsboro Union Station, a once thriving rail depot from 1907 to 1968, which could one day support passenger and freight service again.

This resolution is to request that the State of North Carolina begin the process to bring rail service back to Goldsboro and Wayne County; connecting to Wilmington and Raleigh, North Carolina.

It was recommended that Council adopt the following entitled Resolution in Support of Rail Service from Goldsboro, NC to Wilmington, NC. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

RESOLUTION NO. 2023-26 "A RESOLUTION IN SUPPORT OF RAIL SERVICE FROM GOLDSBORO, NC TO WILMINGTON AND RALEIGH, NC"

Advisory Board and Commission Appointments. Resolutions Adopted. There are currently several vacancies on Advisory Boards and Commissions. Citizen involvement is vital to the performance of City government. It is necessary that additional appointments be made to fill these vacancies.

Recommendations for appointments were requested from the respective Boards and Commissions. Applications were also solicited from the public at large.

The City Council met during the Work Session on March 20, 2023, to review vacancies and applications received to fill the current vacancies. With these appointments, one student position on the Recreation Advisory Commission and one alternate position on the Historic District Commission remains.

It was recommended that Council adopt the following entitled Resolutions appointing members to various Advisory Boards and Commissions in the City of Goldsboro, and commending individuals who have served on Advisory Boards and Commissions of the City of Goldsboro. Consent Agenda Approval. Polack/Gaylor (4 Ayes)

RESOLUTION NO. 2023-27 "RESOLUTION APPOINTING MEMBERS TO ADVISORY BOARDS AND COMMISSIONS"

RESOLUTION NO. 2023-28 "RESOLUTION COMMENDING INDIVIDUALS WHO HAVE SERVED ON ADVISORY BOARDS AND COMMISSIONS OF THE CITY OF GOLDSBORO"

Items Requiring Individual Action

Change Order No.1 Price Change for the Bulk Storage Tank replacement for the WRF. Resolution Adopted.

In the FY23 Budget the Bulk Storage Tank Replacement was approved for \$45,000. The City received bids on July 15, 2022, the lowest bid came at \$118,450. During the November 21, 2022 council meeting, Council approved the use of the Utilities Capital Reserve Fund for amount of \$73,450 in addition to the \$45,000 that was originally budgeted for a total of \$118,450.00. Council adopted Resolution 2022-116 at the December 5, 2022 meeting to authorize the City Manager to execute the contract with Dellinger Inc. in the amount of \$118,450 to replace the caustic soda bulk storage tank.

The original contract amount had a price increase on the materials of \$8,202. Also, the contract did not include sales taxes for materials used in the project, therefore an additional \$8,549.01 is needed to cover sales tax. Staff recommends issuing a change order to increase the contract amount to include the sales taxes and the increase cost of the bulk storage tank. Finance will request a tax refund in 2023 to recoup the sales taxes. The total change order requested is \$16,751.01, which would put the total contract price at \$135,201.01.

It was recommended that Council adopt the following entitled resolution authorizing Change Order No. 1 to the contract with Dellinger Inc. for the Bulk Storage Tank Replacement at the WRF.

Mayor Pro Tem Polack made a motion to adopt the following entitled resolution authorizing Change Order No. 1 to the contract with Dellinger Inc. The motion was seconded by Councilman Gaylor and unanimously carried.

RESOLUTION NO. 2023-29 "RESOLUTION AUTHORIZING EXECUTION OF CHANGE ORDER NO. 1 TO DELLINGER, INC. FOR THE BULK STORAGE TANK REPLACEMENT PROJECT"

SU-3-23 Place of Entertainment w/ ABC Permit (Bricks Restaurant) – 223 N Center St. *Approved.* This Special Use Permit was voted on and approved at the March 20, 2023, meeting and is not eligible for further deliberation or discussion.

Mayor Ham requested to be excused. Councilman Broadway made a motion to excuse Mayor Ham from discussion on this item. The motion was seconded by Councilman Gaylor. Mayor Pro Tem Polack, Councilman Broadway and Councilman Gaylor voted for the motion which passed unanimously.

Mayor Ham left the room at 8:04 p.m.

Councilman Gaylor made a motion to have Mayor Pro Tem Polack be the signatory for the document and approve the document with that modification. The motion was seconded by Councilman Broadway. Mayor Pro Tem Polack, Councilman Broadway and Councilman Gaylor voted for the motion which passed unanimously.

It was recommended that Council review the Order to Approve, and Mayor Pro Tem Polack sign the order.

Mayor Ham returned at 8:05 p.m.

City Manager’s Report.

City Manager Salmon congratulated Dr. David Lewis for his retirement as the Wayne County Public School Superintendent and thanked him for his service to our community. He also mentioned the 135th US Colored Troop Marker dedication was held on March 27th, Downtown at the HUB was very well attended and well done. He shared Balanced Choice Vending Café will be open on April 6th at the Goldsboro Golf Course and it's open at 7:30 a.m. every day and City offices are closed on Friday for Good Friday.

Mayor and Councilmembers’ Comments.

Councilman Broadway stated the following: As I was coming up here to the meeting this afternoon, coming up Mulberry Street (very nice leaves are out on the trees), first thing to happen to me coming up is a young child ran right out in front of me chasing a ball and what happened shortly after that, some guy passed me about 45 miles an hour. I just want to say now's the time- leaves are out, people are out - we've got to watch what we're doing and we've just got to encourage people to stop this speeding, especially on our cross streets. It's a dangerous time and people aren't watching right now.


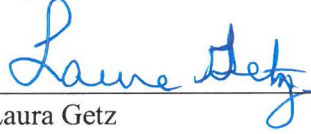
Mayor Pro Tem Polack stated the following: I just want to thank all the department heads for all that you do. I will give special shout out to Mr. Austin in the Planning Department for helping me with a constituent, kind of last minute. That individual is in a better situation now through your help. Also, just want everybody to remember the season that's coming upon us with Easter and I hope everybody enjoys time with their family.

Councilman Gaylor stated the following: For those that will be participating in all the various spring breaks this week and next week and the I guess the week after that too, be safe. Remember these things follow you home when you put things on social media. Also echoing Mayor Pro Tem Polack, for those who observe Easter, this is an incredibly special time. Make sure you take the time to actually enjoy it, pay attention to what you're doing and spend some time with some family.

Mayor Ham stated the following: I'd like to mention that among the other events I attended last week, I had the privilege of attending the Vietnam Veterans Celebration. Us Vietnam Veterans didn't receive the welcome that a lot of us felt that we should have or that families of us Veterans felt that we should've received. It took a long time for our government to acknowledge and pass any acknowledgement of appreciation for Vietnam Veterans. Last week at the Museum, our Veterans Coalition of Wayne County sponsored an event and while we did not have many Vietnam Veterans to attend, we did have a good showing of supporting of citizens from the county and city there to show some degree of appreciation for Vietnam Veterans. I was privileged to speak (but didn't know I was speaking until I got there to the ceremony), but I'm told I did a good job. It's easy to speak about my service in the military and it's because I'm proud of what I did. I had two tours in Vietnam and this is not about David Ham's Vietnam service, it's just about the fact that there are lots of Vietnam Veterans that are around today but we're losing a lot of them daily. If you see a Vietnam Veteran (and we see a lot of them these days wearing caps or jackets or whatever) just go up and say hello to them and thank them for their service, it means a lot to those guys. We here in the city, we acknowledge a lot of special days, we acknowledged three or four of them today and that's one that I think we should always remember as well.

There being no further business, Mayor Ham adjourned the meeting at 8:11 p.m.




David Ham
Mayor

Laura Getz
City Clerk



RESOLUTION NO. 2023 - 30

**RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY
WILLIAM COBB AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 33 YEARS**

WHEREAS, William Cobb retires on May 1, 2023 as an Equipment Operator, with more than 33 years of service with the Goldsboro Public Works Department; and

WHEREAS, William began his career on May 3, 1989, as a Temporary Laborer with the Recreation and Parks Department; and

WHEREAS, on August 4, 1989, William was transferred to Permanent Laborer II with the Public Works Department; and

WHEREAS, on November 21, 1990, William was promoted to Equipment Operator I with the Public Works Department; and

WHEREAS, on July 20, 1998, William was promoted to Equipment Operator II with the Public Works Department; and

WHEREAS, on January 1, 2016, William was promoted to Motor Equipment Operator with the Public Works Department; and

WHEREAS, on July 1, 2016, William was transferred to Equipment Operator with the Public Works Department, where he has served until his retirement; and

WHEREAS, William 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; and

WHEREAS, 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 William Cobb their deep appreciation and gratitude for the service rendered by him to the City over the years.


NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina that we express to William Cobb our very best wishes for success, happiness, prosperity, and good health in his future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 17th day of April, 2023.

Attested by:


Laura Getz, City Clerk




David Ham, Mayor

**NATIONAL VOLUNTEER APPRECIATION WEEK
PROCLAMATION**

WHEREAS, a sense of caring and a desire to share have motivated many men and women to volunteer their time and services to the needs of others in the Goldsboro community; and

WHEREAS, volunteers help the sick, the needy, the disabled, and enrich our lives through the arts, recreation and cultural activities; and

WHEREAS, the City of Goldsboro has many dedicated volunteers who give their time and expertise on boards and committees that benefit our citizens; and

WHEREAS, volunteer action is a powerful force for the solution of problems and volunteers are increasingly recognized as an important partner with governmental agencies; and

WHEREAS, volunteers have become an essential part of any prosperous community and volunteer services help expand programs and stretch our tax dollars; and

WHEREAS, Governor Roy Cooper and the Volunteer NC recognizes volunteers across the state for their contributions to each 100 counties; and United Way of Wayne County will recognize those volunteers and ALL Wayne County volunteers on April 18th at 5:30 PM.


NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim the week of April 16-22, 2023 as

NATIONAL VOLUNTEER APPRECIATION WEEK

and urge all citizens to recognize and thank our volunteers across this country and within Goldsboro as we acknowledge the importance of our volunteers and take the time to officially thank them for all they do.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro this the 17th day of April, 2023.




David Ham, Mayor

**NATIONAL SMALL BUSINESS WEEK
PROCLAMATION**

WHEREAS, America's progress has been driven by pioneers who think big, take risks, and work hard; and

WHEREAS, from the storefront shops that anchor Main Street, to the high-tech startups that keep America on the cutting edge, small businesses are the backbone of our economy and the cornerstones of our nation's promise; and

WHEREAS, small business owners and Main Street businesses have energy and a passion for what they do; and

WHEREAS, when we support small business, jobs are created, and local communities preserve their unique culture; and

WHEREAS, because this country's 28 million small businesses create nearly two out of three jobs in our economy, we cannot resolve ourselves to create jobs and spur economic growth in America without discussing ways to support our entrepreneurs; and

WHEREAS, the President of the United States has proclaimed National Small Business Week every year since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small Business Administration and other government agencies; and

WHEREAS, Goldsboro supports and joins in this national effort to help America's small businesses do what they do best – grow their business, create jobs, and ensure that our communities remain as vibrant tomorrow as they are today.

NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim, April 30 – May 6, 2023 as

NATIONAL SMALL BUSINESS WEEK

in Goldsboro, North Carolina, and declares support for our small businesses, recognizes the innovations and contributions of small businesses, and urges the residents of our community to support small businesses and merchants during Small Business Week and throughout the year.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 17th day of April, 2023.




David Ham, Mayor

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING**

**CONTINUATION FROM MARCH 20, 2023 & APRIL 3, 2023 COUNCIL
MEETING**

SUBJECT: COUNCIL PUBLIC HEARING & FINAL ACTION
UDO-1-23 Article 5: Section 5.5.4 – Special Use Specific Use
Regulations (E) Bars, Nightclubs, Pool Halls, Microbreweries,
Places of Entertainment (Both Public Private and for Profit) w/
ABC Permit

APPLICANT: Kyle Merritt

DISCUSSION: The applicant is proposing for the text located in Section 5.5.4 (E) of the City of Goldsboro UDO to be amended. The proposed amendment would remove language regarding how distance is measured to determine that there is at least 50 feet between Bars, Nightclubs, Pool Halls, Microbreweries, and Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit. The way that distance is currently measured reads as follows.

The separation distance required by this section shall be measured in a straight line from property line to property line, with no consideration as to intervening structures, roads, or landforms.

The applicant is requesting for the portion of this text that reads “*with no consideration as to intervening structures, roads or landforms.*” to be removed from the City of Goldsboro UDO.

By removing this, it creates a situation where you could include things such as a public right of way in the required distance separation to achieve the minimum 50 feet needed. These types of uses that are required to meet this 50 feet separation are still identified as Special Uses and would require quasi-judicial review and approval from City Council before any operation would be allowed to take place.

The applicant is requesting this Text Amendment to relocate “Church Spirits & Cocktails” to 116 W. Mulberry Street, which adjacent to St. Stephens Episcopal Church. The only thing separating the property lines is the Mulberry St. right-of-way. This

text amendment, if approved, would create an opportunity for Kyle Merritt to apply for a Special Use Permit to establish “Church Spirits & Cocktails” at 116 W. Mulberry St.

Land Use Plan Recommendation: The City of Goldsboro Comprehensive Plan classifies the Central Business District to be in the Mixed-Use Downtown designation. An identified goal of the comprehensive land use plan is to continue to focus on improvement of the downtown Goldsboro area.

See below for the language for the proposed amendment.

ARTICLE 5: SECTION 5.5.4 SPECIAL USE SPECIFIC REGULATIONS (E)

The separation distance required by this section shall be measured in a straight line from property line to property line, ~~with no consideration as to intervening structures, roads, or landforms.~~

STAFF

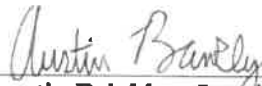
RECOMMENDATION: Staff is neither recommending approval nor recommending denial. Staff is acknowledging the fact that if the text is amended that these types of uses (Bars, Nightclubs, Pool Halls, Microbreweries, and Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit) would still be required to undergo the Special Use Permit process which would require City Council to perform quasi-judicial review on each separate request and apply conditions as they see necessary to mitigate the use.

PLANNING COMMISSION

RECOMMENDATION: The City of Goldsboro Planning Commission met on February 27, 2023, to review and make a recommendation regarding the text amendment. The Planning Commission voted to adopt the Inconsistency Statement (attached) and recommend denial to City Council for the proposed text amendment. The vote was 3-2.

REQUIRED ACTION: Council shall vote to adopt the recommendation for denial and inconsistency statement that the Planning Commission has provided and vote to adopt the Ordinance to Deny with the inclusion of the Inconsistency Statement, or council shall vote to adopt the Ordinance to Approve, with the inclusion of a statement that deems this text amendment request to be consistent. Council first heard this item on March 20, 2023, the hearing was continued to April 3, 2023, at the April 3rd meeting, due to not having all Council members present, it was continued to April 17, 2023.

Date: 4 | 6 | 23


Austin Brinkley, Interim Planning Director

Date: 4/10/23


Timothy Salmon, City Manager

CITY OF GOLDSBORO PLANNING COMMISSION
UDO-1-23 ARTICLE 5: SECTION 5.5.4 (E)
WORKSHEET

Pursuant to NCGS 160D-604(d), when the Planning Board (Planning Commission) is conducting a review of a proposed zoning text or map amendment, the Planning Board (Planning Commission) shall advise and comment on whether the proposed action is consistent with the City of Goldsboro Land Use Plan. The Planning Board (Planning Commission) must provide the City of Goldsboro City Council with a written recommendation that addresses plan consistency or inconsistency and other matters as deemed appropriate by the Planning Board (Planning Commission).

Consistency Statement: The City of Goldsboro Planning Commission finds the proposed text amendment to be consistent with the Mixed-Use Downtown designation. The City of Goldsboro Planning Commission finds that the text amendment is reasonable due to the fact that these types of uses (Bars, Nightclubs, Pool Halls, Microbreweries, and Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit) would still be required to undergo a quasi-judicial proceeding before permit issuance. The City of Goldsboro Planning Commission recommends approval to the City of Goldsboro City Council.

Voting Record for Recommendation:

Yes _____ No _____

Inconsistency Statement: The City of Goldsboro Planning Commission finds the proposed text amendment to be inconsistent with the Mixed-Use Downtown designation and finds that this text amendment, if executed, would have a negative impact on the public. The City of Goldsboro Planning Commission deems this proposed text amendment to not be appropriate and does not recommend approval to the City of Goldsboro City Council. The City of Goldsboro Planning Commission finds the proposed text amendment to be inconsistent with the land use plan.

Voting Record for Recommendation:

Yes 3 No 2

ORDINANCE NO. 2023 - 16

AN ORDINANCE DENYING AMENDING ARTICLE 5: SECTION 5.5.4 (E) SPECIAL USE SPECIFIC REGULATIONS: BARS, NIGHTCLUBS, POOL HALLS, MICROBREWERIES, PLACES OF ENTERTAINMENT (BOTH PUBLIC AND PRIVATE AND FOR PROFIT) – ABC PERMIT, OF THE CITY OF GOLDSBORO UNIFIED DEVELOPMENT ORDINANCE

WHEREAS, after notice duly given according to law, a public hearing was held before the City Council at a regular meeting held in the City Council Chambers, 214 N. Center St. in the Historic City Hall building, on **Monday, March 20, 2023**, at 7:00 p. m., for the purpose of considering and discussing the passing of an ordinance amending the Unified Development Ordinance of the City of Goldsboro, North Carolina, and the Planning Commission voted to recommend denial on **Monday, February 27, 2023**, at the **Monday, March 20, 2023**, meeting, City Council made a motion to continue the Public Hearing to **April 3, 2023**, at the **April 3, 2023**, meeting, Council continued the hearing to **April 17, 2023**, so that all Council members would be present for voting. The hearing resumed **April 17, 2023**, at 7:00 p.m., for the purpose of considering and discussing the passing of an ordinance amending the Unified Development Ordinance of the City of Goldsboro, North Carolina; and,

WHEREAS, Kyle Merritt, has submitted a petition amend the text of the Unified Development Ordinance Section 5.5.4 (E) regarding how separation distance is measured between Bars, Nightclubs, Pool Halls, Microbreweries, and Places of Entertainment (Both Public Private and for Profit) w/ ABC Permit in respect to their distance from Churches and Schools; and,

WHEREAS, the City of Goldsboro Comprehensive Land Use Plan places the proposed area to be affected by the text amendment in the Mixed-Use Downtown designation; and,

WHEREAS, the proposed text amendment is inconsistent with the Mixed Use Downtown designation; and,

WHEREAS, the proposed text amendment is unreasonable and, not in the public's best interest and will impair or injure the health, safety, and general welfare of the public; and,

WHEREAS, the proposed text amendment could encourage development that could negatively impact the Central Business District; and,

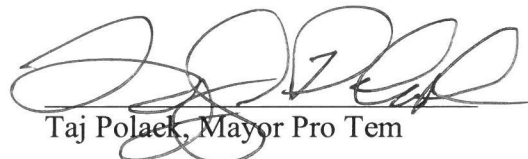
WHEREAS, the proposed text amendment request is not consistent with the Goldsboro Comprehensive Land-Use Plan; and,

WHEREAS, after completion of said public hearing and receipt of the recommendation of the Planning Commission, the City Council of the City of Goldsboro deems it unadvisable and not in the best interest of the City and those residing within its zoning jurisdiction.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina:

1. That the petition to amend the Unified Development Ordinance of the City of Goldsboro, North Carolina, to amend Article 5: Section 5.5.4 (E) Special Use Specific Regulations: Bars, nightclubs, Pool Halls, Microbreweries, Places of Entertainment (Both Public and Private and for Profit) – ABC Permit, is hereby **DENIED**.

Adopted this 17th day of April 2023.


Taj Polack, Mayor Pro Tem

Attested by:


Holly Jones, Deputy City Clerk



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
**Contiguous Annexation Petition – New Hope Place,
LLC - Located on the north side Cuyler Best Rd. between
Oxford Blvd. and Glendas Dr.**

Tax Parcel #: 3610508709

Acreage: 14.04

BACKGROUND: The City Council, at their meeting on April 3, 2023, scheduled a public hearing for the proposed annexation of the subject properties. A public hearing notice was properly advertised stating the time, place and purpose of the meeting. The property proposed for annexation received site plan approval for an 80-unit multi-family development on September 13, 2022.

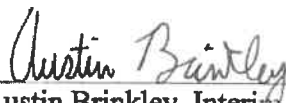
DISCUSSION: Pursuant to G. S. 160A-31, at the public hearing all persons owning property in the area proposed to be annexed, as well as the residents of the municipality, shall be given an opportunity to be heard on the proposed annexation.

If the Council determines that the proposed annexation meets all the requirements of G. S. 160A-31, it has the authority to adopt an annexation ordinance.

Attached is a report prepared by the Planning Department in conjunction with other departments, concerning the subject annexation area. All City services can be provided to the property.

RECOMMENDATION: By motion, after the public hearing, adopt the attached Ordinance annexing Tax Parcel # 3610508709 effective April 17, 2023.

Date: 4/6/23


Austin Brinkley, Interim Planning Director

Date: 4/10/23


Timothy Salmon, City Manager

CONTIGUOUS ANNEXATION REPORT
NEW HOPE PLACE, LLC

1. Property Description
 - a. Location: Located on the north side Cuyler Best Rd. between Oxford Blvd. and Glendas Dr.
 - b. Population: Not applicable, property currently vacant (is proposed for an 80-unit multi-family development).
 - c. Acreage: 14.04 acres
 - d. Zoning: Residential 9
 - e. Tax Parcel: 3610508709
2. Engineering Description (see attached metes and bounds description)
3. Qualifications
 - a. The area proposed to be annexed meets the requirements of G. S. 160A-31.
 - The City of Goldsboro has received a petition signed by all owners and the City Clerk has certified sufficiency. Sufficiency was certified on March 24, 2023.
4. Plans for Extension of Municipal Services
 - a. Fire Protection: The City will provide fire protection to the subject properties.
 - b. Police Protection: The City will provide police protection to the subject properties.
 - c. Refuse Collection: The City's Public Works Department will provide service to the subject properties.
 - d. Street Construction and Maintenance: No existing streets are included in the petition for annexation.
 - e. Water and Sewer Service: City water and sanitary sewer lines are available to serve the property. The developer is responsible for the extension of water and sewer lines to serve the properties.

- f. Estimated Revenues: The estimated revenue for the undeveloped property, as listed below, is based on the assessed valuation for 2019.

Existing Development: Vacant Land @ 14.04 acres

Land Value

(Wayne Co. Tax Office): $\$281,600.00 / \$100.00 = \$2,816.00$

Estimated Revenue

(City tax rate): $\$2,816.00 \times .68 / \$100 = \$1,914.88$

- g. Estimated Payments to Volunteer Fire Department:

As required under G. S. 160A-31.1, the City is required to pay either:

1. A proportionate share of the Saulston Volunteer Fire Department's debt if the calculated amount is \$100 or more.

*The City of Goldsboro obtained information from the Saulston Volunteer Fire Department to determine if a proportionate share will be owed. As of April 6, 2023, there will be no proportionate share owed.

2. The cost of contracting for fire protection with the Saulston Volunteer Fire Department. (Not applicable)

5. Voting District

The City adopted a new Official Election District Boundary Map on August 1, 2022. It is customary to add a newly annexed area to the nearest voting district, therefore, this area, if annexed, will be added to District 5 unless the City Council instructs the City staff to include this area in another district.

6. Staff Findings: The proposed annexation meets the City policy requirements as outlined in all of the above items and NCGS 160A-31.

METES AND BOUNDS DESCRIPTION

NEW HOPE PLACE, LLC

Beginning at a 1" iron pipe found on the northly right-of-way line of NCSR 1565 (Cuyler Best Road – 60' wide) said point also being located at the southeasterly most corner of lands described in deed dated March 20, 2022, from Paul Gambella, Patricia A Gambella, Robert Gambella, Anne Marie Gambella, Steven Gambella and Deborah A Gambella, and recorded among the land records of Wayne County, North Carolina in Deed Book 3720, Page 437;

Thence running with and binding on said northerly right-of-way line of NCSR 1565, as now surveyed, referring all courses of this description to the meridian of the North Carolina State Plane Coordinate System (NAD 83/NSRS2011)

1. South 61° 10' 00" West, 460.08' to a 1" iron pipe found;

Thence leaving said northerly right-of-way line of NCSR 1565 and running along the northeasterly lines of properties now or formerly owned by Jeffrey G. Best and Terry D. Best (See Deed Book 2491, Page 868) and by Cuyler Spring Housing Associates (See Deed Book 3264 Page 94), and of property constituting the Common Areas and Lots 33, 34, 35, 36, 37, 38, 39 and 40 of Oxford Square as shown on plat recorded in Plat Cabinet M, Slide 81-C

2. North 28° 49' 45" West, passing over a concrete monument found at 200.28', and passing over a ¾" iron rod found on the top bank of Reedy Branch at 1304.33', in all 1312.41' to a point located on or near the centerline of Reedy Branch;

Thence running with and binding on the centerline of Reedy Branch, the following nine (9) course and distances, viz:

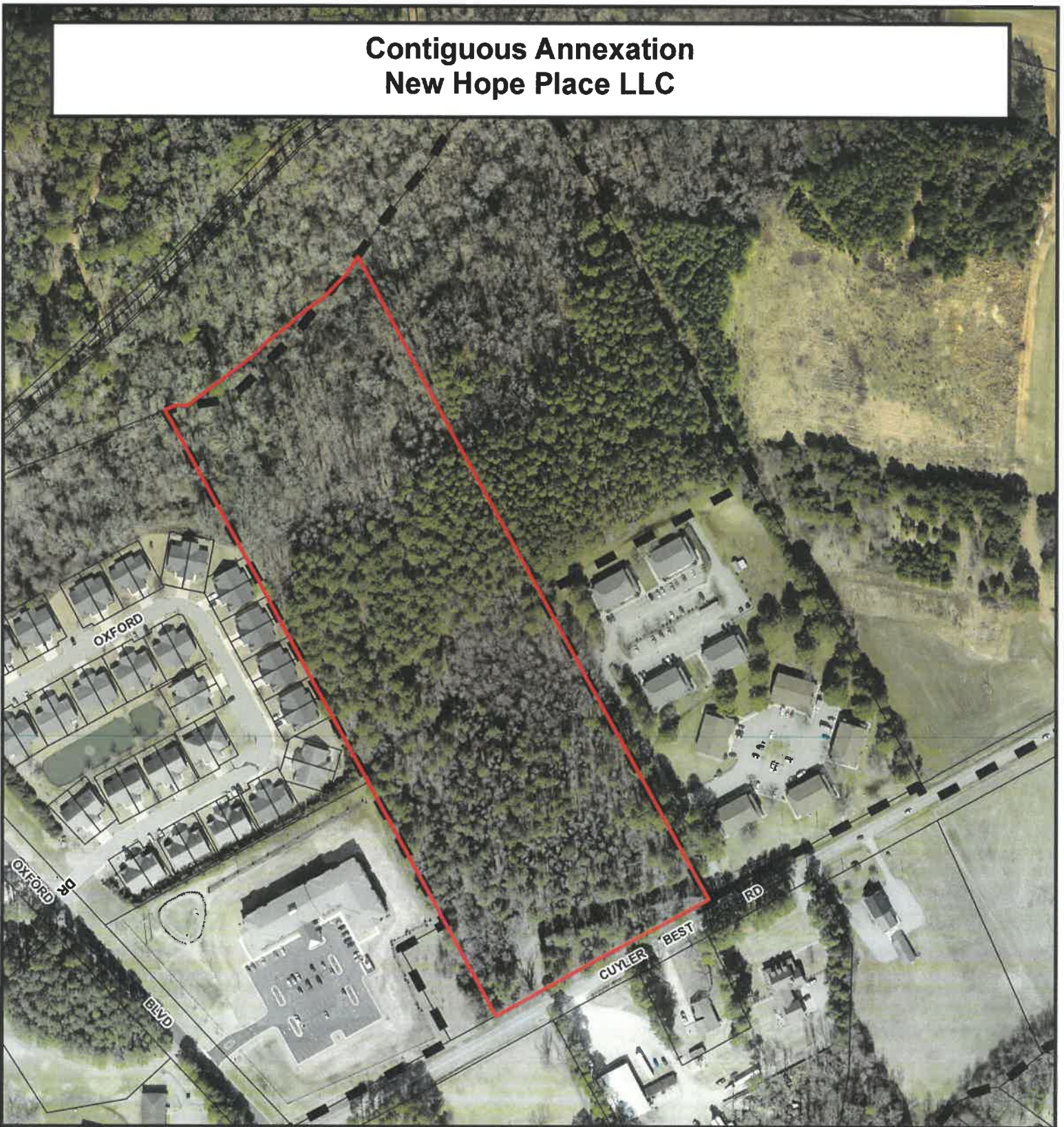
3. North 65° 28' 38" East, 22.38' to a point;
4. North 90° 00' 00" East, 21.49' to a point;
5. North 53° 09' 27" East, 156.25' to a point;
6. North 45° 36' 26" East, 41.60' to a point;
7. North 54° 01' 59" East, 46.54' to a point;
8. North 47° 37' 12" East, 36.24' to a point;
9. North 55° 27' 43" East, 48.76' to a point;
10. North 44° 01' 48" East, 63.81' to a point;
11. North 33° 56' 40" East, 37.60' to a point;

Thence leaving said centerline of Reedy Branch and running along and with the southwesterly lines of properties now or formerly owned by EWT49, LLC (See Deed Book 3302, Page 628).

12. South $28^{\circ} 49' 15''$ East, passing over a 1" iron pipe found on or near the top bank of Reedy Branch at 11.33 feet, passing over a 5/8" rebar found at 682.92 feet, in all 1388.41' to a 1" iron pipe, the point and place of beginning.

And being that parcel of land containing 14.084 acres of land, more or less, as shown on plat and survey thereof entitled, "ALTA/NSPS Survey for a 14.084 Acre Tract of Land Prepared for New Hope Place, LLC, Parcel #3610508709 Located in Stoney Creek Township, in the City of Goldsboro, Wayne County, North Carolina" by Bowman Consulting Group, Ltd., dated November 9, 2021, BCG Project No: 030732-01.

Contiguous Annexation New Hope Place LLC



SPECIAL USE REQUEST:

REQUEST: Contiguous Annexation
APPLICANT: New Hope Place LLC
PIN: 3610508709

0 50 100 200
Feet



The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

**AN ORDINANCE ANNEXING CERTAIN CONTIGUOUS REAL PROPERTY
TO THE CITY OF GOLDSBORO, NORTH CAROLINA**

WHEREAS, after notice duly given in compliance with the pertinent provisions of Chapter 160A-31 of the General Statutes of North Carolina, a public hearing was held before the City Council of the City of Goldsboro, North Carolina, at a regular meeting held in the City Hall in Goldsboro on **April 17, 2023**, relative to the annexation of the contiguous real property identified as Tax Parcel 3610508709 hereinafter described to the City of Goldsboro; and

WHEREAS, at said public hearing all persons owning property in the area proposed to be annexed who alleged error in the Petition for Annexation, as well as residents of the City of Goldsboro who question the necessity for annexation, were given an opportunity to be heard along with proponents of such annexation regarding Tax Parcels 3610508709; and

WHEREAS, after the completion of said public hearing, the City Council has determined that the Petition for Annexation meets the requirements of said Section 31 of Chapter 160A of the General Statutes of North Carolina, and has further determined, after due and careful deliberation, that it is for the best interest of the City of Goldsboro and its citizens that the contiguous real property proposed to be annexed to the City of Goldsboro; and

WHEREAS, as a result of said annexation, it is necessary to modify the boundaries of the six (6) single-member electoral districts of the City of Goldsboro as shown on a map entitled "Official Election District Boundaries" adopted **August 1, 2022**, and to amend said map as hereinafter set forth; and

WHEREAS, the City Council finds it to be in the best interests of the City of Goldsboro to modify the boundaries of the electoral district in order to afford the citizens of the annexed area full participation in the electoral process of the City of Goldsboro and in order to comply with State and Federal law.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following described (metes and bounds) non-contiguous real property be and the same is hereby annexed to the City of Goldsboro:

Beginning at a 1" iron pipe found on the northerly right-of-way line of NCSR 1565 (Cuyler Best Road – 60' wide) said point also being located at the southeasterly most corner of lands described in deed dated March 20, 2022, from Paul Gambella, Patricia A Gambella, Robert Gambella, Anne Marie Gambella, Steven Gambella and Deborah A Gambella, and recorded among the land records of Wayne County, North Carolina in Deed Book 3720, Page 437;

Thence running with and binding on said northerly right-of-way line of NCSR 1565, as now surveyed, referring all courses of this description to the meridian of the North Carolina State Plane Coordinate System (NAD 83/NSRS2011)

1. South 61° 10' 00" West, 460.08' to a 1" iron pipe found;

Thence leaving said northerly right-of-way line of NCSR 1565 and running along the northeasterly lines of properties now or formerly owned by Jeffrey G. Best and Terry D. Best (See Deed Book 2491, Page 868) and by Cuyler Spring Housing Associates (See Deed Book 3264 Page 94), and of property constituting the Common Areas and Lots 33, 34, 35, 36, 37, 38, 39 and 40 of Oxford Square as shown on plat recorded in Plat Cabinet M, Slide 81-C

2. North 28° 49' 45" West, passing over a concrete monument found at 200.28', and passing over a ¾" iron rod found on the top bank of Reedy Branch at 1304.33', in all 1312.41' to a point located on or near the centerline of Reedy Branch;

Thence running with and binding on the centerline of Reedy Branch, the following nine (9) course and distances, viz:

3. North 65° 28' 38" East, 22.38' to a point;

4. North 90° 00' 00" East, 21.49' to a point;
5. North 53° 09' 27" East, 156.25' to a point;
6. North 45° 36' 26" East, 41.60' to a point;
7. North 54° 01' 59" East, 46.54' to a point;
8. North 47° 37' 12" East, 36.24' to a point;
9. North 55° 27' 43" East, 48.76' to a point;
10. North 44° 01' 48" East, 63.81' to a point;
11. North 33° 56' 40" East, 37.60' to a point;

Thence leaving said centerline of Reedy Branch and running along and with the southwesterly lines of properties now or formerly owned by EWT49, LLC (See Deed Book 3302, Page 628).

12. South 28° 49' 15" East, passing over a 1" iron pipe found on or near the top bank of Reedy Branch at 11.33 feet, passing over a 5/8" rebar found at 682.92 feet, in all 1388.41' to a 1" iron pipe, the point and place of beginning.

And being that parcel of land containing 14.084 acres of land, more or less, as shown on plat and survey thereof entitled, "ALTA/NSPS Survey for a 14.084 Acre Tract of Land Prepared for New Hope Place, LLC, Parcel #3610508709 Located in Stoney Creek Township, in the City of Goldsboro, Wayne County, North Carolina" by Bowman Consulting Group, Ltd., dated November 9, 2021, BCG Project No: 030732-01.

BE IT FURTHER ORDAINED THAT:

1. The City of Goldsboro will provide commercial refuse service upon request, fire and police protection to the property;
2. The developer of the property will agree to be responsible for all costs associated with extending City water and sewer lines to serve the property;
3. The annexed area herein above identified be added to and become a part of Electoral District 5;
4. The boundaries of the six single-member electoral districts shall be modified and changed as shown on a map entitled "Official Election District Boundaries Map" adopted August 1, 2022;
5. The Director of Planning is directed to prepare an official map showing the district boundaries and to file a copy of the official map in the Office of the City Clerk as required by G. S. 160A-22 and 160A-Article 23. Further, the City Clerk shall forward a copy of the official map to the Wayne County Board of Elections, Wayne County Register of Deeds and the North Carolina Secretary of State;
6. The effective date of annexation for the property under consideration is April 17th, 2023.

Adopted this 17th day of April, 2023.


David Ham, Mayor

Attested by:


Holly Jones, Deputy City Clerk



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
Contiguous Annexation Petition – Highland Trails (JD Gupta) - Located on the south side of W New Hope Rd. between Somervale Ln. and Twin Oaks Pl.

Tax Parcel #: 3600971450, 3600974104, 3600969806

Acreage: 19.35 acres

BACKGROUND: The City Council, at their meeting on April 3, 2023, scheduled a public hearing for the proposed annexation of the subject properties. A public hearing notice was properly advertised stating the time, place and purpose of the meeting. The properties proposed for annexation were rezoned by City Council on June 6, 2022, to Residential 12 for a 62-lot subdivision.

DISCUSSION: Pursuant to G. S. 160A-31, at the public hearing all persons owning property in the area proposed to be annexed, as well as the residents of the municipality, shall be given an opportunity to be heard on the proposed annexation.

If the Council determines that the proposed annexation meets all the requirements of G. S. 160A-31, it has the authority to adopt an annexation ordinance.


Attached is a report prepared by the Planning Department in conjunction with other departments, concerning the subject annexation area. All City services can be provided to the property.

RECOMMENDATION: By motion, after the public hearing, adopt the attached Ordinance annexing Tax Parcel # 3600971450, 3600974104 & 3600969806 effective April 17, 2023.

Date: 4/6/23


Austin Brinkley, Interim Planning Director

Date: 4/10/23


Timothy Salmon, City Manager

CONTIGUOUS ANNEXATION REPORT
HIGHLAND TRAILS (JD GUPTA)

1. Property Description
 - a. Location: Located on the south side of W New Hope Rd. between Somervale Ln. and Twin Oaks Pl.
 - b. Population: Not applicable, property currently vacant (is proposed for 62 single-family lots).
 - c. Acreage: 19.35 acres
 - d. Zoning: Residential 12 CZ (Conditional Zoning, 62 single-family lots)
 - e. Tax Parcel: 3600971450, 3600974104, 3600969806
2. Engineering Description (see attached metes and bounds description)
3. Qualifications
 - a. The area proposed to be annexed meets the requirements of G. S. 160A-31.
 - The City of Goldsboro has received a petition signed by all owners and the City Clerk has certified sufficiency. Sufficiency was certified on March 14, 2023.
4. Plans for Extension of Municipal Services
 - a. Fire Protection: The City will provide fire protection to the subject properties.
 - b. Police Protection: The City will provide police protection to the subject properties.
 - c. Refuse Collection: The City's Public Works Department will provide service to the subject properties.
 - d. Street Construction and Maintenance: No existing streets are included in the petition for annexation.
 - e. Water and Sewer Service: City water and sanitary sewer lines are available to serve the property. The developer is responsible for the extension of water and sewer lines to serve the properties.

- f. Estimated Revenues: The estimated revenue for the undeveloped property, as listed below, is based on the assessed valuation for 2019.

Existing Development: Vacant Land @ 19.35 acres

Land Value (total of all 3 parcels)

(Wayne Co. Tax Office): $\$309,800.00 / \$100.00 = \$3,098.00$

Estimated Revenue (City tax rate) $\$3,098.00 \times .68 / \$100 = \$2,106.64$

- g. Estimated Payments to Volunteer Fire Department:

As required under G. S. 160A-31.1, the City is required to pay either:

1. A proportionate share of the Belfast Volunteer Fire Department's debt if the calculated amount is \$100 or more.

*On the date that agenda items were required to be submitted to the City Clerk, the City of Goldsboro had not yet obtained information from the Belfast Volunteer Fire Department to determine if a proportionate share will be owed. It is not anticipated that a proportionate share will be owed, if a share is owed, Planning will coordinate with the Finance Department to arrange payment.

2. The cost of contracting for fire protection with the Belfast Volunteer Fire Department. (Not applicable)

5. Voting District

The City adopted a new Official Election District Boundary Map on August 1, 2022. It is customary to add a newly annexed area to the nearest voting district, therefore, this area, if annexed, will be added to District 3 unless the City Council instructs the City staff to include this area in another district.

6. Staff Findings: The proposed annexation meets the City policy requirements as outlined in all of the above items and NCGS 160A-31.

Matrix East, PLLC

906 N. Queen St., Ste. A
Kinston, NC 28501
Phone 252-522-2500
Fax 252-522-4747

Legal Description for Wayne County PIN 3600971450

LYING IN STONEY CREEK TOWNSHIP, WAYNE COUNTY, NORTH CAROLINA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT AN EXISTING MAG HAVING NC GRID / NAD 83(2011) COORDINATES N = 607,808.6866', E = 2,309,301.6954'; SAID EXISTING MAG NAIL BEING LOCATED IN THE PAVEMENT OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY) AND BEING THE POINT OF BEGINNING.

THENCE, FROM THE POINT OF BEGINNING SO LOCATED, S 03° 55' 32" W - 21.58 FEET TO AN EXISTING IRON STAKE ON THE SOUTHERN RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY); THENCE, CONTINUING S 03° 55' 32" W - 322.95 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, CONTINUING S 03° 55' 32" W - 5.19 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING S 03° 55' 32" W - 613.48 FEET TO AN EXISTING IRON PIPE; THENCE, CONTINUING S 03° 55' 32" W - 4.73 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, N 73° 35' 40" W - 21.03 FEET TO AN EXISTING IRON STAKE; THENCE, N 73° 35' 40" W - 9.33 FEET TO A POINT; THENCE, N 60° 37' 13" W - 219.32 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, N 03° 55' 04" E - 4.30 FEET TO AN EXISTING IRON PIPE; THENCE, CONTINUING N 03° 55' 04" E - 49.93 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING N 03° 55' 04" E - 763.47 FEET TO AN EXISTING IRON PIPE ON THE SOUTHERN RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY); THENCE, CONTINUING N 03° 55' 04" E - 15.91 FEET TO A POINT; THENCE, N 84° 26' 55" E - 184.99 FEET TO AN EXISTING IRON PIPE; THENCE, S 89° 54' 55" E - 45.43 FEET TO THE POINT AND PLACE OF BEGINNING;

CONTAINING 4.736 ACRES MORE OR LESS INCLUDING THE RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY) AND 4.633 ACRES MORE OR LESS EXCLUDING THE RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY).



James R. Watson
10/6/2022

Matrix East, PLLC

906 N. Queen St., Ste. A
Kinston, NC 28501
Phone 252-522-2500
Fax 252-522-4747

Legal Description for Wayne County PIN 3600974104

LYING IN STONEY CREEK TOWNSHIP, WAYNE COUNTY, NORTH CAROLINA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT AN EXISTING IRON STAKE, SAID EXISTING IRON STAKE HAVING NAD 83/2011 NORTH CAROLINA GRID COORDINATES, N = 607,089.5546 FEET, E = 2,309,561.4903 FEET;

THENCE, FROM THE POINT OF BEGINNING SO LOCATED, S 10° 16' 01" W - 76.14 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING S 10° 16' 01" W - 247.76 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE, CONTINUING S 10° 16' 01" W - 7.23 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, N 73° 26' 55" W - 278.63 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, N 03° 55' 32" E - 4.73 FEET TO AN EXISTING IRON PIPE; THENCE, CONTINUING N 03° 55' 32" E - 613.48 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING N 03° 55' 32" E - 5.19 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, N 82° 59' 06" E - 69.20 FEET TO A POINT; THENCE, N 83° 54' 56" E - 53.82 FEET TO A POINT; THENCE, N 87° 06' 09" E - 34.97 FEET TO A POINT; THENCE, S 77° 30' 17" E - 19.14 FEET TO A POINT; THENCE, S 63° 23' 44" E - 46.22 FEET TO A POINT; THENCE, S 52° 03' 59" E - 32.88 FEET TO A POINT; THENCE, S 41° 44' 01" E - 128.74 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, S 10° 16' 01" W - 10.00 FEET TO A NEW IRON STAKE; THENCE, CONTINUING S 10° 16' 01" W - 244.37 FEET TO THE POINT AND PLACE OF BEGINNING;

CONTAINING 4.619 ACRES MORE OR LESS.



James R. Watson
10/6/2022

Matrix East, PLLC

906 N. Queen St., Ste. A
Kinston, NC 28501
Phone 252-522-2500
Fax 252-522-4747

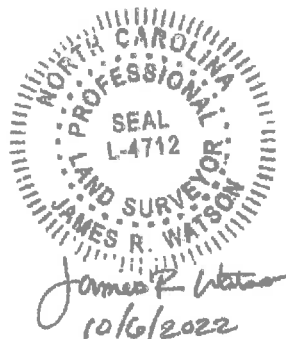
Legal Description for a portion of Wayne County PIN 3600969806

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THENCE, FROM THE POINT OF BEGINNING SO LOCATED, N 34° 09' 26" E - 214.80 FEET TO A NEW IRON STAKE; THENCE, CONTINUING N 34° 09' 26" E - 10.00 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, S 55° 48' 06" E - 41.11 FEET TO A POINT; THENCE, S 62° 31' 46" E - 52.17 FEET TO A POINT; THENCE, S 66° 46' 18" E - 74.81 FEET TO A POINT; THENCE, S 63° 24' 34" E - 54.51 FEET TO A POINT; THENCE, S 50° 41' 47" E - 50.94 FEET TO A POINT; THENCE, S 53° 54' 39" E - 31.96 FEET TO A POINT; THENCE, S 57° 53' 36" E - 46.38 FEET TO A POINT; THENCE, S 47° 33' 00" E - 38.18 FEET TO A POINT; THENCE, S 65° 40' 38" E - 40.13 FEET TO A POINT; THENCE, S 63° 55' 30" E - 49.18 FEET TO A POINT; THENCE, S 60° 00' 02" E - 36.87 FEET TO A POINT; THENCE, S 33° 46' 18" E - 21.23 FEET TO A POINT; THENCE, S 88° 45' 12" E - 56.69 FEET TO A POINT; THENCE, S 80° 05' 50" E - 12.74 FEET TO A POINT; THENCE, S 66° 01' 49" E - 17.83 FEET TO A POINT; THENCE, S 32° 17' 39" E - 8.14 FEET TO A POINT; THENCE, S 83° 40' 20" E - 25.24 FEET TO A POINT; THENCE, N 71° 04' 15" E - 16.27 FEET TO A POINT; THENCE, N 08° 10' 28" E - 8.56 FEET TO A POINT; THENCE, N 27° 54' 05" W - 10.55 FEET TO A POINT; THENCE, N 59° 10' 05" E - 18.01 FEET TO A POINT; THENCE, S 89° 55' 06" E - 6.73 FEET TO A POINT; THENCE, S 36° 32' 24" E - 27.60 FEET TO A POINT; THENCE, N 89° 51' 21" E - 68.97 FEET TO A POINT; THENCE, N 63° 12' 06" E - 31.67 FEET TO A POINT; THENCE, S 79° 33' 12" E - 11.28 FEET TO A POINT; THENCE, S 48° 21' 16" E - 14.32 FEET TO A POINT; THENCE, N 89° 45' 42" E - 24.41 FEET TO A POINT; THENCE, N 47° 16' 42" E - 33.37 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, S 16° 58' 14" W - 10.83 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE, CONTINUING S 16° 58' 14" W - 499.22 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE, N 76° 53' 34" W - 735.96 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING N 76° 53' 34" W - 11.00 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, N 45° 33' 40" W - 80.31 FEET TO A POINT; THENCE, N 73° 29' 53" W - 41.40 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, N 10° 16' 01" E - 7.23 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE, CONTINUING N 10° 16' 01" E - 247.76 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING N 10° 16' 01" E A DISTANCE OF 76.14 FEET TO THE POINT AND PLACE OF BEGINNING;

CONTAINING 9.755 ACRES MORE OR LESS.



Matrix East, PLLC

906 N. Queen St., Ste. A
Kinston, NC 28501
Phone 252-522-2500
Fax 252-522-4747

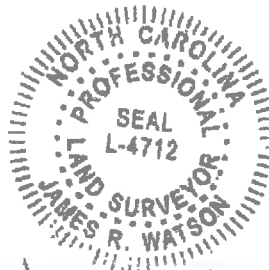
Legal Description for a portion of Wayne County PIN 3600969806

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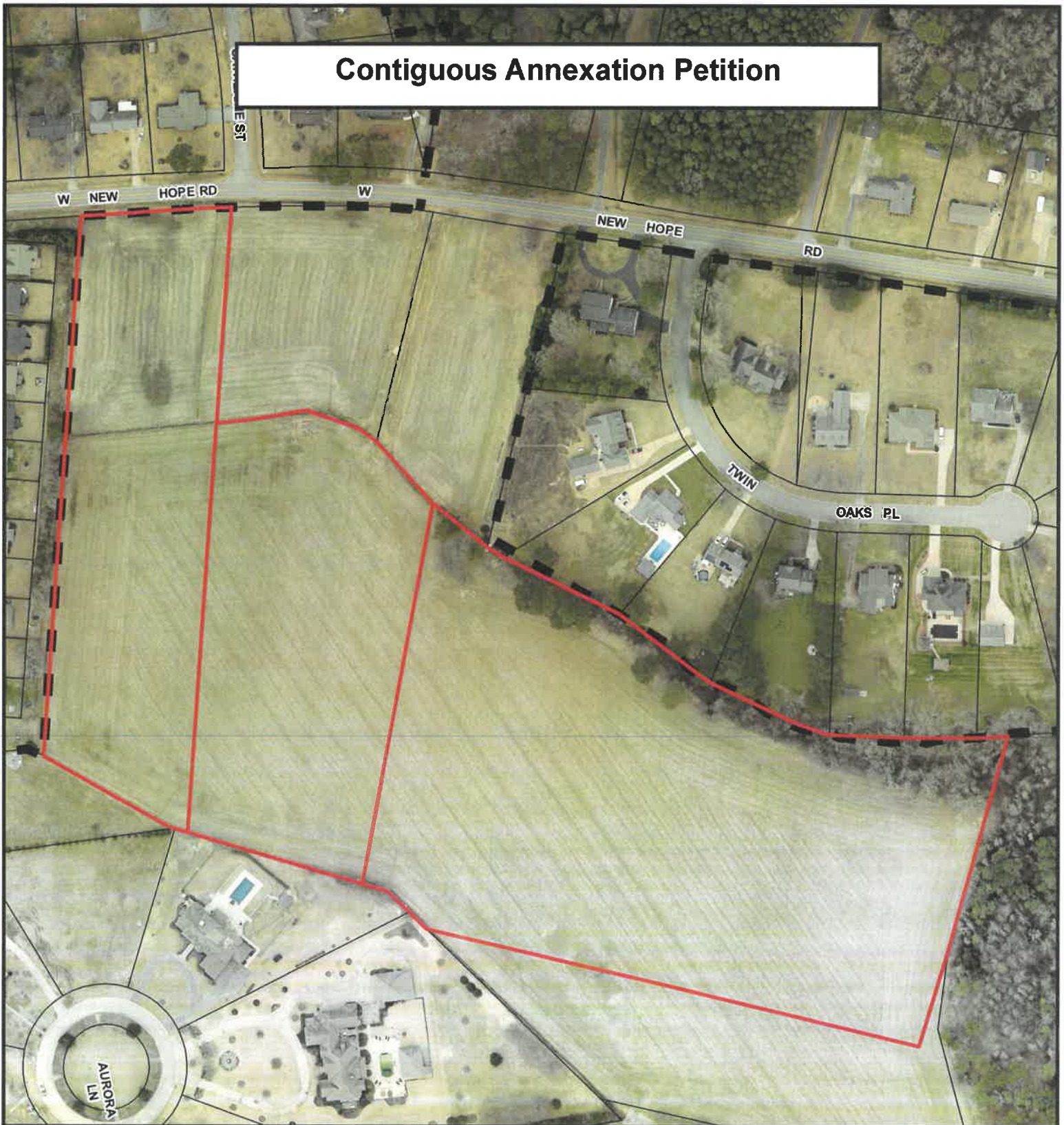
THENCE, FROM THE POINT OF BEGINNING SO LOCATED, N 10°16'01" E – 244.37 FEET TO A NEW IRON STAKE; THENCE, CONTINUING N 10°16'01" E – 10.00 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, S 51°31'39" E – 103.31 FEET TO A POINT IN THE CENTER OF SAID DITCH; THENCE, LEAVING SAID DITCH, S 34°09'26" W – 10.00 FEET TO A NEW IRON STAKE; THENCE, CONTINUING S 34°09'26" W – 214.80 FEET TO THE POINT AND PLACE OF BEGINNING;

CONTAINING 0.266 ACRES MORE OR LESS.



James R. Watson
10/6/2022

Contiguous Annexation Petition



ANNEXATION

REQUEST: CONTIGUOUS ANNEXATION

APPLICANT: JD Gupta

LOCATION: South side of W. New Hope Rd. between Somervale Ln. and Twin Oaks Pl.

GOLDSBORO
BE MORE DO MORE SEYMOUR

North Carolina

The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

0 100 200 400
Feet



**AN ORDINANCE ANNEXING CERTAIN CONTIGUOUS REAL PROPERTY
TO THE CITY OF GOLDSBORO, NORTH CAROLINA**

WHEREAS, after notice duly given in compliance with the pertinent provisions of Chapter 160A-31 of the General Statutes of North Carolina, a public hearing was held before the City Council of the City of Goldsboro, North Carolina, at a regular meeting held in the City Hall in Goldsboro on **April 17, 2023**, relative to the annexation of the contiguous real property identified as Tax Parcels 3600971450, 3600974104 & 3600969806 hereinafter described to the City of Goldsboro; and

WHEREAS, at said public hearing all persons owning property in the area proposed to be annexed who alleged error in the Petition for Annexation, as well as residents of the City of Goldsboro who question the necessity for annexation, were given an opportunity to be heard along with proponents of such annexation regarding Tax Parcels 3600971450, 3600974104 & 3600969806; and

WHEREAS, after the completion of said public hearing, the City Council has determined that the Petition for Annexation meets the requirements of said Section 31 of Chapter 160A of the General Statutes of North Carolina, and has further determined, after due and careful deliberation, that it is for the best interest of the City of Goldsboro and its citizens that the contiguous real property proposed to be annexed to the City of Goldsboro; and

WHEREAS, as a result of said annexation, it is necessary to modify the boundaries of the six (6) single-member electoral districts of the City of Goldsboro as shown on a map entitled "Official Election District Boundaries" adopted **August 1, 2022**, and to amend said map as hereinafter set forth; and

WHEREAS, the City Council finds it to be in the best interests of the City of Goldsboro to modify the boundaries of the electoral district in order to afford the citizens of the annexed area full participation in the electoral process of the City of Goldsboro and in order to comply with State and Federal law.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following described (metes and bounds) non-contiguous real property be and the same is hereby annexed to the City of Goldsboro:

Legal Description for Wayne County PIN 3600971450

LYING IN STONEY CREEK TOWNSHIP, WAYNE COUNTY, NORTH CAROLINA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT AN EXISTING MAG HAVING NC GRID / NAD 83(2011) COORDINATES N = 607,808.6866', E = 2,309,301.6954'; SAID EXISTING MAG NAIL BEING LOCATED IN THE PAVEMENT OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY) AND BEING THE POINT OF BEGINNING.

THENCE, FROM THE POINT OF BEGINNING SO LOCATED, S 03° 55' 32" W - 21.58 FEET TO AN EXISTING IRON STAKE ON THE SOUTHERN RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY); THENCE, CONTINUING S 03° 55' 32" W - 322.95 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, CONTINUING S 03° 55' 32" W - 5.19 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING S 03° 55' 32" W - 613.48 FEET TO AN EXISTING IRON PIPE; THENCE, CONTINUING S 03° 55' 32" W - 4.73 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, N 73° 35' 40" W - 21.03 FEET TO AN EXISTING IRON STAKE; THENCE, N 73° 35' 40" W - 9.33 FEET TO A POINT; THENCE, N 60° 37' 13" W - 219.32 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, N 03° 55' 04" E - 4.30 FEET TO AN EXISTING IRON PIPE; THENCE, CONTINUING N 03° 55' 04" E - 49.93 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING N 03° 55' 04" E - 763.47 FEET TO AN EXISTING IRON PIPE ON THE SOUTHERN RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY); THENCE, CONTINUING N 03° 55' 04" E - 15.91 FEET TO A POINT; THENCE, N 84° 26' 55" E - 184.99 FEET TO AN EXISTING IRON PIPE; THENCE, S 89° 54' 55" E - 45.43 FEET TO THE POINT AND PLACE OF BEGINNING;

CONTAINING 4.736 ACRES MORE OR LESS INCLUDING THE RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR

1003, 60' PUBLIC RIGHT-OF-WAY) AND 4.633 ACRES MORE OR LESS EXCLUDING THE RIGHT-OF-WAY OF NEW HOPE ROAD (NCSR 1003, 60' PUBLIC RIGHT-OF-WAY).

Legal Description for Wayne County PIN 3600974104

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THENCE, FROM THE POINT OF BEGINNING SO LOCATED, S 10° 16' 01" W - 76.14 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING S 10° 16' 01" W - 247.76 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE, CONTINUING S 10° 16' 01" W - 7.23 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, N 73° 26' 55" W - 278.63 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, N 03° 55' 32" E - 4.73 FEET TO AN EXISTING IRON PIPE; THENCE, CONTINUING N 03° 55' 32" E - 613.48 FEET TO AN EXISTING IRON STAKE; THENCE, CONTINUING N 03° 55' 32" E - 5.19 FEET TO A POINT IN THE CENTER OF A DITCH; THENCE, ALONG THE CENTER OF SAID DITCH, N 82° 59' 06" E - 69.20 FEET TO A POINT; THENCE, N 83° 54' 56" E - 53.82 FEET TO A POINT; THENCE, N 87° 06' 09" E - 34.97 FEET TO A POINT; THENCE, S 77° 30' 17" E - 19.14 FEET TO A POINT; THENCE, S 63° 23' 44" E - 46.22 FEET TO A POINT; THENCE, S 52° 03' 59" E - 32.88 FEET TO A POINT; THENCE, S 41° 44' 01" E - 128.74 FEET TO A POINT; THENCE, LEAVING THE CENTER OF SAID DITCH, S 10° 16' 01" W - 10.00 FEET TO A NEW IRON STAKE; THENCE, CONTINUING S 10° 16' 01" W 244.37 FEET TO THE POINT AND PLACE OF BEGINNING;

CONTAINING 4.619 ACRES MORE OR LESS.

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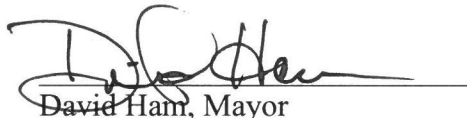
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CONTAINING 0.266 ACRES MORE OR LESS.

BE IT FURTHER ORDAINED THAT:

1. The City of Goldsboro will provide commercial refuse service upon request, fire and police protection to the property;
2. The developer of the property will agree to be responsible for all costs associated with extending City water and sewer lines to serve the property;
3. The annexed area herein above identified be added to and become a part of Electoral District 3;
4. The boundaries of the six single-member electoral districts shall be modified and changed as shown on a map entitled "Official Election District Boundaries Map" adopted August 1, 2022;
5. The Director of Planning is directed to prepare an official map showing the district boundaries and to file a copy of the official map in the Office of the City Clerk as required by G. S. 160A-22 and 160A-Article 23. Further, the City Clerk shall forward a copy of the official map to the Wayne County Board of Elections, Wayne County Register of Deeds and the North Carolina Secretary of State;
6. The effective date of annexation for the property under consideration is April 17th, 2023.

Adopted this 17th day of April, 2023.


David Ham, Mayor

Attested by:


Holly Jones, Deputy City Clerk



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING**

**CONTINUED TO
5/1/23**

**SUBJECT: PUBLIC HEARING
SU-6-23 Place of Entertainment (no ABC Permit)**

ADDRESS: 307 N Berkeley Blvd. Suite E & F

PARCEL #: 3519321795

OWNER: AVI Investment, LLC

APPLICANT: Treda Oates

BACKGROUND: The applicant requests a Special Use Permit to establish a Place of Entertainment (no ABC Permit). The property is located in the Shopping Center (SC) Zoning District. The Shopping Center district is established to provide for a mix of office, retail and service establishments in one development. The district is intended to promote high quality, unified and accessible developments serving the needs of the community and surrounding area.

According to the City's Unified Development Code, Table 5.4 Permitted Uses, Places of Entertainment with no ABC Permit is permitted as a Special Use in the Shopping Center Zoning District, provided that City Council, acting as the Board of Adjustment votes to issue the permit.

Frontage: Property has double frontage and access off of both Spence Ave & Berkeley Blvd.

Area: Suite E & F approximately 2,400 sq feet (combined).

Zoning: Shopping Center

Existing Use: Vacant commercial units, upfit required.

Land Use Plan: The City's Land Use Plan locates this parcel within the Commercial land use designation. This designation was given based off of proximity to existing major transportation corridors and commercial development. The designation encourages in-fill development at existing commercial sites.

DISCUSSION: According to the Unified Development Ordinance, a Special Use Permit is required to establish a Place of Entertainment (no ABC Permit) in the Shopping Center Zoning District. The applicant is proposing that this use would operate as a flexible space that may be rented and used for entertainment purposes as well as a space that could be rented for conferences and large meetings. The space would not be permitted to allow for alcohol sales. If the Special Use is approved, the use will be required to go through Site Plan review and comply with any applicable requirements listed in the UDO.

Business Hours: Sunday-Saturday 8:00 AM – 12:00 midnight

Employees: 5 (volunteer employees included in this number)

TRC REVIEW: There were no comments or concerns generated in the TRC review period.

STAFF COMMENTS: Staff is recommending a condition be that a shared parking Agreement (per Section 6.1.6 of the Goldsboro UDO) be made between AVI Investment, LLC and one of the adjacent commercial properties in order to accommodate for the additional parking that is required for this use that is not currently existing on Tax Parcel # 3519321795.

REQUIRED ACTION: After Public Hearing is closed, City Council shall enter into deliberation and vote on each of the four findings in order to determine whether or not the Special Use Permit shall be issued. See the attached worksheet for the four findings to be voted on and staffs comments related to each finding.

Date: 4/6/23

Austin Brinkley
Austin Brinkley, Interim Planning Director

Date: 4/10/23

Timothy Salmon
Timothy Salmon, City Manager

CITY COUNCIL WORK SHEET
SU-6-23 PLACE OF ENTERTAINMENT (NO ABC PERMIT)
307 N BERKELEY BLVD. SUITE E & F

Staff comments in red.

1. The proposal is to establish a Place of Entertainment (no ABC Permit). This use would not pose any immediate threat to public health or safety.

- Consider aspects of the proposed use or development that may have a negative impact on public health and safety.
- Discuss conditions, if any that Council might impose in order to make this finding.
- For each condition imposed, if any, state the reason the condition is necessary to protect public health and safety.
- Consider any conditions to be applied to the application.

___ **Yes, the use will not materially endanger the public health or safety**

___ **No, the use will materially endanger the public health or safety**

2. There was no evidence presented with the application that indicates the use will injure the beneficial use of adjoining or abutting property. Staff is recommending the inclusion of the condition that a shared parking agreement must be achieved per section 6.1.6 of the Goldsboro UDO between AVI Investments, LLC and one of the adjacent properties.

- Consider aspects of the proposed use or development that may have a negative impact on the value of adjoining properties.
- Consider aspects of the proposed use of development that make it a public necessity. (*Note: most private applications for a special use permit will not rise to the level of a "public necessity"*)
- Discuss conditions, if any, that Council might impose to make this a finding.
- For each condition imposed, if any, state the reason the condition is necessary to protect the beneficial use of adjoining or abutting properties.
- Consider any conditions to be applied to the application.

___ **Yes, the use will not substantially injure the beneficial use of adjoining or abutting property**

___ **No, the use will substantially injure the beneficial use of adjoining or abutting property**

3. The proposed use will be located in the Shopping Center Zoning District. The proposed use would be in harmony with the district and is not anticipated to have a negative impact.

- Consider aspects of the proposed use or development that may have a negative impact on the nature or character of the surrounding community.
- Consider whether the proposed use or development is in general conformity with the Unified Development Ordinance.
- Discuss conditions, if any, that Council might impose to make this finding.
- For each condition imposed, if any, state the reason the condition is necessary to ensure harmony with existing development and uses of the surrounding area.
- Consider any conditions to be applied to the application.

___ **Yes, the use will be in harmony with existing development and uses within the area in which it is located**

___ **No, the use will not be in harmony with existing development and uses within the area in which it is located**

4. The Land Use Plan shows the property as being in the Commercial designation. This proposed use will not serve as a detriment to this designation due to the fact this type of use will not generate any type of traffic or use impact that is not already in existence within this area.

- Consider whether the proposed use or development is in general conformity with the City of Goldsboro Comprehensive Land Use Plan.
- Discuss conditions, if any, that the Board might impose to make this finding.
- For each condition imposed, if any, state the reason the condition is necessary to ensure general conformity with the City of Goldsboro Comprehensive Land Use Plan.
- Consider any conditions to be applied to the application.

___ **Yes, the use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan**

___ **No, the use will not be in general conformity with the City of Goldsboro Comprehensive Land Use Plan**

SU-6-23
SPECIAL USE PERMIT REQUEST: PLACE OF ENTERTAINMENT
W/ NO ABC



SPECIAL USE REQUEST:

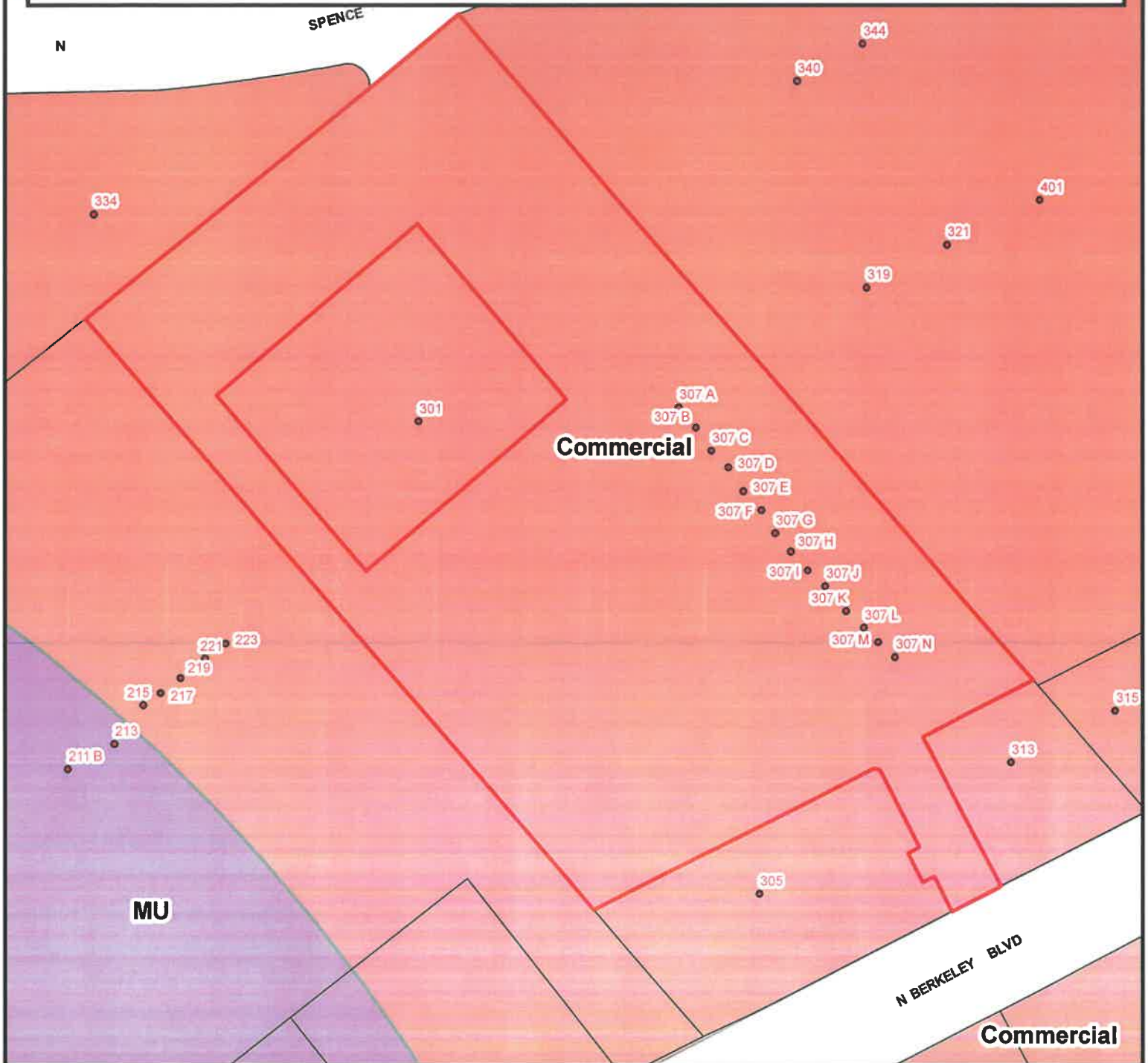
CASE NO: SU-6-23
REQUEST: Place of Entertainment W/ no ABC
APPLICANT: Treda Oates
PIN: 3519321795

0 50 100 200
Feet



The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

SU-6-23
SPECIAL USE PERMIT REQUEST: PLACE OF ENTERTAINMENT
W/ NO ABC



SPECIAL USE REQUEST:

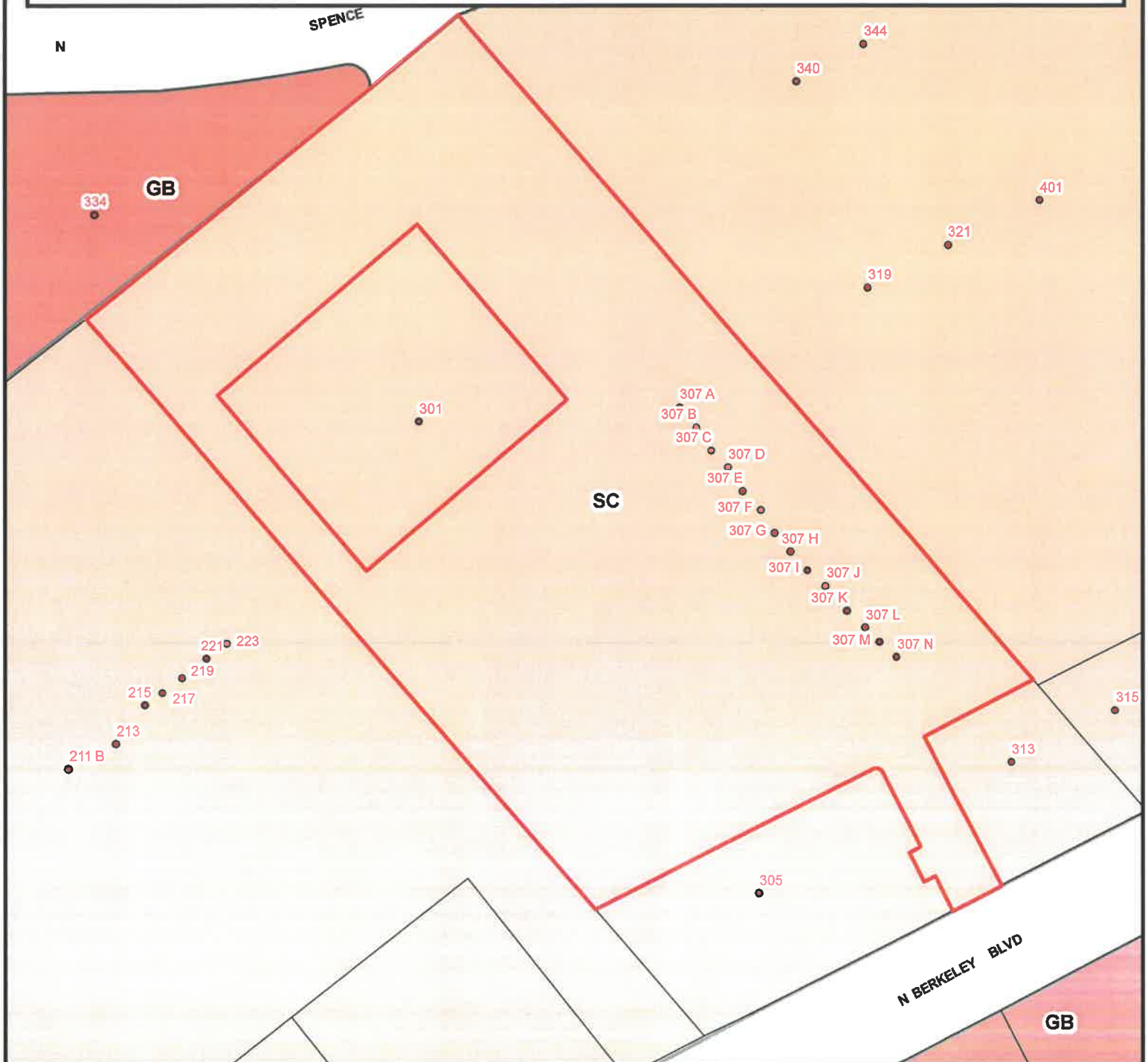
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SU-6-23
SPECIAL USE PERMIT REQUEST: PLACE OF ENTERTAINMENT
W/ NO ABC



SPECIAL USE REQUEST:

CASE NO: SU-6-23
REQUEST: Place of Entertainment W/ no ABC
APPLICANT: Treda Oates
PIN: 3519321795



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CITY OF GOLDSBORO
AGENDA MEMORANDUM
April 17, 2023 COUNCIL MEETING

SUBJECT: Operating Budget Amendment FY22-23

BACKGROUND: Council adopted the FY22-23 annual operating budget on June 20, 2022.

DISCUSSION: **Goldsboro Event Center**

Ms. Felicia Brown, Parks and Recreation director, requested an appropriation of \$7,500 for additional part time salaries needed to handle events at the Goldsboro Event Center through the end of the fiscal year. Event center rental have outpaced budgeted revenues of \$44,000 by over \$40,000. The additional part time salaries will be funded with an increase in building rentals revenue.

Multi-Peril Insurance – General Fund

During the FY23 budget process, staff must estimate premiums in early February. Due to changes in rates and changes in exposures, the actual cost may vary from organization to organization. Several organizations in the General Fund were short in the budgeted estimated amount by a significant difference. The GEC, Information Technology, Public Works Administration, Building and Grounds, Solid Waste, Parks and Recreation, and Police are included in this additional appropriation of multi-peril insurance expense, and this will be funded with an additional appropriation of interest income revenue in the General Fund.

Finance

There are several line items in Finance requiring additional expenditure appropriation. Finance manages the payment of unemployment claim reimbursement to the Employment Security Commission, and there were quite a few more claims than in the prior fiscal year. The budget was based on the prior year actual of \$500, and actual claims were received of approximately \$8,200.

It is expected that the first billing of the FY22 audit will be received in FY23 and the funds budgeted in the current year will be used to pay for the FY21 audit. An additional appropriation of \$22,000 is requested to pay for the first billing of field work.

The Finance department has been responsible for the administration and program management of the ARPA grant funding. An additional appropriation is requested so that we can finish the ARPA record keeping that is required by Uniform Guidance in order to comply with the grant. An additional appropriation of \$22,300 is requested. We anticipate that all grant paperwork will be completed by the end of FY23.

In preparing the June 30 estimates of revenue for the General Fund, it is expected that the NCVTS fees will be slightly short of the budgeted expense in the amount of \$5,890.

On July 7, 2022 the legislature enacted SL2022-53 which made significant changes to N.C. G.S. §159-29 Fidelity Bonds which require the Finance Officer and the Tax Collector to be bonded. The threshold was raised from \$50,000 to an amount equal to 10% of the unit's annually budgeted funds, up to \$1M bond. The City falls into the category which requires the \$1M bond. An additional appropriation is required to fund the additional cost of premiums for the Finance Director and Tax Collector in the amount of \$6,760.

The additional expense appropriations listed above for Finance will be funded with an appropriation of interest income revenue.

Police

Chief Mike West has requested an additional appropriation to fund the upfit of police cars in the amount of \$63,720. The upfit will be performed on (2) 2022 Ford Police Interceptors, (2) Ford Mustang, (2) Chevrolet Tahoes, (1) Ford Bronco. The expense appropriation will be funded with an appropriation of insurance proceeds revenue.

Stormwater Fund – Transfers

The final appropriation necessary to pay for the stormwater assessment being conducted by CDM Smith is required in FY23 in the amount of \$221,495. This will be funded with an appropriation of fund balance from the Stormwater Fund.

An analysis of fund balance appropriated in the Stormwater Fund is presented below:

Date	Description	Adopted
6/20/2022	Ord 2022-31 FY22-23 Adopted Budget	\$ -
8/15/2022	FY21-22 Purchase Order Rollovers	62,900.00
	Current Year Appropriations	<u>\$ 62,900.00</u>
4/17/2023	Stormwater Assessment (CDM Smith) T2201	\$ 221,495.00
	Proposed	<u>\$ 284,395.00</u>
	Current Year with Proposed	<u><u>\$ 347,295.00</u></u>

Compost – Utility Fund

Previously, Mr. Bert Sherman, Public Utilities Director presented an item for approval for the purchase of a tandem dump truck for the Compost facility in the amount of \$171,000. This will be funded with an appropriation from the Utility Capital Reserve.

Travel & Tourism – Occupancy Tax


The Travel and Tourism department received a reimbursement of \$5,037.15 from the NC Tennis Association in November, 2022 for event costs related to the tennis event held here in Goldsboro. The revenue will be appropriated as a local grant and will fund additional event costs incurred by Travel and Tourism.

RECOMMENDATION:

It is recommended that the City Council, by motion:

1. Adopt the attached ordinance to amend the FY22-23 Operating Budget for the General Fund, Stormwater Fund, Utility Fund and Occupancy Tax Fund.

Date: 4/10/2023


Catherine F. Gwynn, Finance Director

Date: 4/11/23


Timothy M. Salmon, City Manager

AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE
CITY OF GOLDSBORO FOR THE 2022-23 FISCAL YEAR

WHEREAS, the City Council of the City of Goldsboro adopted the FY2022-23 Annual Operating Budget on June 20, 2022; and

WHEREAS, amendments may become necessary as circumstances arise, and it is necessary to amend the General Fund, Stormwater Fund, Utility Fund, and Occupancy Tax Fund; and

WHEREAS, it is necessary to appropriate funds in the Goldsboro Event Center in the General Fund for expenses related to salaries and benefits for part time staff needed during event rentals, and this will be funded with an additional rental revenue from the Event Center; and

WHEREAS, it is necessary to appropriate funds in the Goldsboro Event Center, Information Technology, Public Works Administration, Building and Grounds and Solid Waste, Finance, Police, and Parks and Recreation in the General Fund for multi-peril premiums in excess of the budgeted estimate, and this will be funded with an appropriation of interest income revenue; and

WHEREAS, it is necessary to appropriate funds in Finance for unemployment compensation claims expense for the City in excess of budgeted estimates, estimated audit costs for the FY22 initial field work, additional contract labor needed to complete the ARPA record keeping requirements, additional NCVTS fees for the collection of vehicle property taxes, and additional security bond cost for the Finance Director and Tax Collector as per Session Law 2022-53, and this will be funded with an appropriation of interest income revenue; and

WHEREAS, it is necessary to appropriate funds in Police for the upfit of police vehicles, and this will be funded with an appropriation of insurance proceeds revenue; and

WHEREAS, it is necessary to appropriate funds in the Transfers division of the Stormwater Fund to fund the remaining amount needed for the stormwater assessment by CDM Smith, and this will be funded with an appropriation of Stormwater fund balance; and

WHEREAS, it is necessary to appropriate funds in Compost in the Utility Fund for the purchase of a dump truck, and this will be funded with an appropriation of Transfers from the Utility Capital Reserve Fund; and

WHEREAS, it is necessary to appropriate funds in Travel and Tourism in the Occupancy Tax Fund for event expenses for the NC Tennis Association event held in Goldsboro, and this will be funded with an appropriation of local grant revenue.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the General Fund and Utility Fund be amended as follows:

<u>GENERAL FUND</u>	<u>Current</u>	<u>Amended</u>	<u>Difference</u>
<u>Goldsboro Events Center (1020)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 143,741.00	\$ 143,741.00	\$ -
Salaries & Benefits	17,000.00	24,500.00	7,500.00
Multi-Peril insurance	4,230.00	6,730.00	2,500.00
Total Expend. - Goldsboro Events Ctr.	<u>\$ 164,971.00</u>	<u>\$ 174,971.00</u>	<u>\$ 10,000.00</u>
<u>Information Technology (1030)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 2,503,730.86	\$ 2,503,730.86	\$ -
Multi-Peril insurance	22,933.00	24,333.00	1,400.00
Total Expend. - Information Tech.	<u>\$ 2,526,663.86</u>	<u>\$ 2,528,063.86</u>	<u>\$ 1,400.00</u>
<u>Public Works Administration (1111)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 458,177.00	\$ 458,177.00	\$ -
Multi-Peril insurance	11,177.00	12,977.00	1,800.00
Total Expend. - Public Works Admin.	<u>\$ 469,354.00</u>	<u>\$ 471,154.00</u>	<u>\$ 1,800.00</u>
<u>Building & Grounds (1133)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 775,629.74	\$ 775,629.74	\$ -
Multi-Peril insurance	31,385.00	36,685.00	5,300.00
Total Expend. - Building & Grounds	<u>\$ 807,014.74</u>	<u>\$ 812,314.74</u>	<u>\$ 5,300.00</u>

<u>GENERAL FUND</u>			
	<u>Current</u>	<u>Amended</u>	<u>Difference</u>
<u>Finance (2111)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 1,674,372.00	\$ 1,674,372.00	\$ -
Unemployment Compensation	500.00	8,700.00	8,200.00
Audit	54,500.00	76,500.00	22,000.00
Contract Services	28,123.00	50,423.00	22,300.00
Tax Listing Fees NCVTS	72,000.00	77,890.00	5,890.00
Security Bond	300.00	7,060.00	6,760.00
Office Supply Credits (2112)	-	-	-
Postage Credits (1019)	-	-	-
Procurement Card Encumbered (2114)	1,140,000.00	1,140,000.00	-
Procurement Card Billed Out	(1,140,000.00)	(1,140,000.00)	-
Total Expend. - Finance	<u>\$ 1,829,795.00</u>	<u>\$ 1,894,945.00</u>	<u>\$ 65,150.00</u>
<u>Solid Waste (4143)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 4,639,949.00	\$ 4,639,949.00	\$ -
Multi-Peril insurance	19,367.00	26,667.00	7,300.00
Total Expend. - Solid Waste	<u>\$ 4,659,316.00</u>	<u>\$ 4,666,616.00</u>	<u>\$ 7,300.00</u>
<u>Parks and Recreation (7460)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 3,290,625.50	\$ 3,290,625.50	\$ -
Multi-Peril insurance	31,562.00	41,562.00	10,000.00
Total Expend. - Parks and Recreation	<u>\$ 3,322,187.50</u>	<u>\$ 3,332,187.50</u>	<u>\$ 10,000.00</u>
<u>Police (6121)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 9,929,818.16	\$ 9,929,818.16	\$ -
Multi-Peril insurance	100,845.00	108,845.00	8,000.00
Police Car Upfits	-	63,720.00	63,720.00
Total Expend. - Police	<u>\$ 10,030,663.16</u>	<u>\$ 10,102,383.16</u>	<u>\$ 71,720.00</u>
All Other Expenditures	\$ 22,723,551.95	\$ 22,723,551.95	\$ -
Total Expenditures - General Fund	<u>\$ 46,533,517.21</u>	<u>\$ 46,706,187.21</u>	<u>\$ 172,670.00</u>
<u>Revenues</u>			
Tax Revenues	\$ 17,989,167.00	\$ 17,989,167.00	
Licenses and Permits	402,275.00	402,275.00	
Revenue from Other Agencies	16,372,366.00	16,372,366.00	
Charges for Services	6,118,579.00	6,126,079.00	7,500.00
Capital Returns	989,827.00	1,091,277.00	101,450.00
Miscellaneous Revenue	137,444.00	201,164.00	63,720.00
Shared Services	3,328,996.00	3,328,996.00	
Appropriated Fund Balance	1,194,863.21	1,194,863.21	-
Total Revenues - General Fund	<u>\$ 46,533,517.21</u>	<u>\$ 46,706,187.21</u>	<u>\$ 172,670.00</u>
<u>STORMWATER FUND</u>			
	<u>Current</u>	<u>Amended</u>	<u>Difference</u>
<u>Transfers (8101)</u>			
FY22-23 Amended Adopted Budget 6/20/22	\$ 127,915.00	\$ 127,915.00	\$ -
Transfers to Capital Projects	244,871.00	466,366.00	221,495.00
Total Expend. - Transfers	<u>\$ 372,786.00</u>	<u>\$ 594,281.00</u>	<u>\$ 221,495.00</u>
All Other Expenditures	\$ 1,608,742.00	\$ 1,608,742.00	\$ -
Total Expenditures - Stormwater Fund	<u>\$ 1,981,528.00</u>	<u>\$ 2,203,023.00</u>	<u>\$ -</u>
<u>Revenues</u>			
Charges for Services	\$ 1,601,528.00	\$ 1,601,528.00	\$ -
Capital Returns	312,100.00	312,100.00	-
Miscellaneous Revenue	5,000.00	5,000.00	-
Appropriated Fund Balance	62,900.00	284,395.00	221,495.00
Total Revenues - Stormwater Fund	<u>\$ 1,981,528.00</u>	<u>\$ 2,203,023.00</u>	<u>\$ 221,495.00</u>

UTILITY FUND**Compost (4179)**

FY22-23 Amended Adopted Budget 6/20/22	\$	1,104,526.48	\$	1,104,526.48	\$	-
Tandem Dump Truck		-		171,000.00		171,000.00
Total Expend. - Compost	\$	1,104,526.48	\$	1,275,526.48	\$	171,000.00

All Other Expenditures	\$	23,166,602.72	\$	23,166,602.72	\$	-
Total Expenditures - Utility Fund	\$	24,271,129.20	\$	24,442,129.20	\$	171,000.00

Revenues

Revenue from Other Agencies	\$	-	\$	-	\$	-
Charges for Services		22,310,200.00		22,310,200.00		
Capital Returns		142,228.00		142,228.00		
Miscellaneous Revenue		500,000.00		500,000.00		
Transfers		804,289.48		975,289.48		171,000.00
Fund Balance		514,411.72		514,411.72		
Total Revenues - Utility Fund	\$	24,271,129.20	\$	24,442,129.20	\$	171,000.00

OCCUPANCY TAX FUND**Travel & Tourism (9077)**


FY22-23 Amended Adopted Budget 6/20/22	\$	358,159.00	\$	358,159.00	\$	-
Event Expenses		30,500.00		35,538.00		5,038.00
Total Expend. - Travel & Tourism	\$	388,659.00	\$	393,697.00	\$	5,038.00

All Other Expenditures	\$	802,791.00	\$	802,791.00	\$	-
Total Expenditures - Occupancy Tax Fund	\$	1,191,450.00	\$	1,196,488.00	\$	5,038.00

Revenues

Revenue from Other Agencies	\$	-	\$	-	\$	-
Charges for Services		1,186,150.00		1,186,150.00		-
Capital Returns		300.00		300.00		-
Miscellaneous Revenue		5,000.00		10,038.00		5,038.00
Appropriated Fund Balance		-		-		-
Total Revenues - Occupancy Tax Fund	\$	1,191,450.00	\$	1,196,488.00	\$	5,038.00

This Ordinance shall be in full force and effect from and after this 17th day of April, 2023.


David Ham, Mayor

ATTEST:


Holly Jones, Deputy City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

SUBJECT: Grant Project Budget Amendment for the Stormwater Capital Projects Fund (T2201)


BACKGROUND: At the January 10, 2022 council meeting, City Council was presented with a brief history and an update on the Stormwater Fund from inception to date, including a discussion about the capital projects that the revenues were anticipated to fund. A professional engineering agreement with CDM Smith, Inc. was authorized to be executed with a total cost not exceed \$1,567,900 for the contract period, and not to exceed \$1,100,000 in FY22. The Vine Street project was also approved which will be completed with City force labor. On January 24, 2022, Council approved the appropriation of a transfer from the Stormwater Fund to the Stormwater Capital Projects Fund of \$640,000.00 to fund the mapping and GIS overlay project, as well as a reduction of Contingency to fund the same. At the September 6, 2022 Council approved the addition of funding from the FY23 adopted budget ordinance from the Stormwater Fund.

DISCUSSION: Attached is an ordinance amending the Stormwater Capital Project Fund to appropriate revenue from a transfer from the Stormwater Fund for the remaining costs approved for the stormwater mapping assessment by CDM Smith in the amount of \$221,495. In addition, the Vine Street project was completed with a total cost of \$26,465.01, and the remaining balance of \$13,534.99 is being transferred to the stormwater mapping and GIS overlay project.

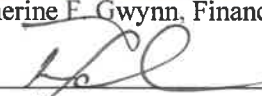
RECOMMENDATION: It is recommended that the City Council, by motion:

1. Adopt the attached amendment to the Stormwater Capital Project Fund (T2201).

Date: 4/10/2023


Catherine F. Gwynn, Finance Director

Date: 4/11/23


Tim Salmon, City Manager

AN ORDINANCE AMENDING THE GRANT PROJECT FUND FOR THE
STORMWATER CAPITAL PROJECT FUND (T2201)

WHEREAS, the City Council of the City of Goldsboro adopted the creation of the Stormwater enterprise fund with the FY2017-2018 budget ordinance to address mandated Federal and State compliance requirements to ensure responsible water and resource management, environmental protection and regulatory requirements; and

WHEREAS, on June 21, 2021 the City Council of the City of Goldsboro established a grant capital project fund to address forthcoming Stormwater needs that have been identified; and

WHEREAS, on January 10, 2022 City Council was presented with an update and plan to execute the goals of the Stormwater Fund, and Council approved the mapping of the stormwater infrastructure and GIS overlay project and these expenditures will be funded with a transfer from the Stormwater Fund; and

WHEREAS, on September 6, 2022 Council amended the grant project ordinance to appropriate additional revenues and expenditures in the Stormwater Capital Project fund from the Stormwater Fund in the FY23 adopted budget; and

WHEREAS, it is necessary to appropriate expenditures necessary to finish the stormwater mapping assessment project with CDM Smith, and this will be funded with a transfer from the Stormwater Fund and a reduction in expenditures from the closed project on Vine Street.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Stormwater Capital Projects Fund (T2201) be amended as follows:

Stormwater Capital Project Fund (T2201)

	<u>Current Budget</u>	<u>Amended Budget</u>	<u>Increase (Decrease)</u>
Revenues:			
Transfer from Stormwater Fund	\$ 1,372,871.00	\$ 1,594,366.00	\$ 221,495.00
Total Revenues	<u>\$ 1,372,871.00</u>	<u>\$ 1,594,366.00</u>	<u>\$ 221,495.00</u>
Expenditures:			
Stormwater Drainage Improvements			
Mapping and GIS Overlay	\$ 1,332,871.00	\$ 1,567,900.99	\$ 235,029.99
Vine Street	40,000.00	26,465.01	(13,534.99)
Contingency	-	-	-
Total Expenditures	<u>\$ 1,372,871.00</u>	<u>\$ 1,594,366.00</u>	<u>\$ 221,495.00</u>

This Ordinance shall be in full force and effect from and after this 17th day of April, 2023.


David Ham, Mayor

ATTEST:


Holly Jones, Deputy City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

SUBJECT: Grant Project Budget Ordinance for the State Grants Miscellaneous Grant Project Fund (G1109)

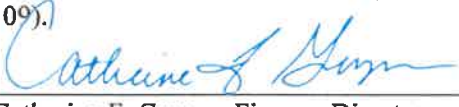
BACKGROUND: The North Carolina General Assembly adopted the FY23 budget earlier this fiscal year. The budget included a grant for the City of Goldsboro for \$150,000 split between capital improvements or equipment of \$100,000 and parks and recreation \$50,000. At the November 7, 2022 Council meeting, Council approved 2 resolutions to accept both awards.

DISCUSSION: The Parks and Recreation Director, Ms. Felicia Brown, has completed and submitted the scope of work. The North Carolina Office of State Budget and Management has approved the scope and has executed the grant agreement with the City of Goldsboro. Funding was received after execution of the agreement in the amount of \$50,000 on February 15, 2023. At this time, Ms. Brown has requested an appropriation of the expenditures in accordance with the scope of work so that she and her staff may begin fulfilling the terms of the agreement in a timely manner. In accordance with the grant agreement, these funds are being accounted for in a grant project ordinance.

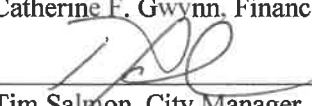
RECOMMENDATION: It is recommended that the City Council, by motion:

1. Adopt the attached ordinance creating the State Grants Miscellaneous (G1109).

Date: 04/10/2023


Catherine F. Gwynn, Finance Director

Date: 4/11/23


Tim Salmon, City Manager

ORDINANCE NO. 2023- 21

AN ORDINANCE CREATING THE GRANT PROJECT FUND
FOR STATE GRANTS MISCELLANEOUS(G1109)

WHEREAS, the North Carolina General Assembly approved the budget for fiscal year 2022-2023; and

WHEREAS, the City of Goldsboro was the recipient of grant funding in the amount of \$50,000 for parks and recreation related projects which will be managed by the NC Office of State Budget and Management; and

WHEREAS, the City Council accepted the award on November 7, 2022 (Resolution 2022-104) to apply the funds toward the purchase of office furniture, fiber and internet access, for fire and security monitoring system and office supplies; and

WHEREAS, the terms of the grant require that the funds be accounted for in a separate fund; and

WHEREAS, it is necessary to fund the expenditures in order for the staff to begin fulfilling the terms of the grant, and this will be funded with an appropriation of state grant revenue.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the State Grants Miscellaneous Grant Project Fund (G1109) is created as follows:

State Grants Miscellaneous Grant Project Fund (G1109)

	<u>Current Budget</u>
Revenues:	
State Grant Revenue - Parks & Recreation	\$ 50,000.00
Total Revenues	<u>\$ 50,000.00</u>
Expenditures:	
State Appropriation FY23-Services Parks & Recreation	\$ 8,000.00
State Appropriation FY23-Supplies & Equipment Parks & Recreation	42,000.00
Total Expenditures	<u>\$ 50,000.00</u>

This Ordinance shall be in full force and effect from and after this 17th day of April, 2023.


David Ham, Mayor

ATTEST:


Holly Jones, Deputy City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

SUBJECT: Nonprofit Funding Policy (FINPOL-N001) Amendment


BACKGROUND: In the FY2022-23 budget process, the City initiated changes to implement a more formal process to apply, approve and fund nonprofits performing contracted services for the City.

At the January 15, 2023, Council approved resolution to adopt a nonprofit funding policy.

DISCUSSION: At this time, it is necessary for Council to amend the attached Nonprofit Funding Policy (FINPOL-N001) for the requirement of audits for NPO's that receive more than \$200K in revenue each year as approved at the February 22, 2023 Council retreat. This decision affects the FY23 NPO funding. The policy will be amended in FY24 to reflect the changes approved by Council at the April 3, 2023 meeting.

RECOMMENDATION: It is recommended that the City Council, by motion:
1. Adopt the attached resolution to amend the Nonprofit Funding Policy (FINPOL-N001).

Date: 4/10/2023


Catherine F. Gwynn, Finance Director

Date: 4/11/23


Timothy M. Salmon, City Manager

RESOLUTION AMENDING POLICY FOR NONPROFIT FUNDING (FINPOL-N001)

WHEREAS, the City of Goldsboro, provides for the welfare and safety of its citizens through the execution of various programs for which it has constitutional and statutory authority; and

WHEREAS, the City Council has the authority to contract certain services to qualified nonprofits if it is determined by the City Council to be the most efficient use of General Fund appropriations; and

WHEREAS, City Council approved the establishment of a policy of Nonprofit Funding to provide staff the directives to execute any such contracts approved through the annual budget appropriations process at its January 15, 2023 meeting; and

WHEREAS, the policy was established in accordance with the following:

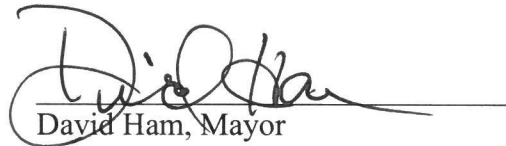
- 1) Constitutional Authority – Article V, Section 2(7) of the North Carolina Constitution permits local governments to “contract with and appropriate money to any person, association, or corporation for accomplishment of public purposes only.”
- 2) North Carolina Constitution Article V, Section 2(1) public purpose requirement. All public funds, no matter the source must be expended for the benefit of the citizens of a local government, and not solely for the benefit of particular persons or interest.
- 3) Statutory Authority - NC G.S. §160A-20.1 “Authority. - A city may contract with and appropriate money to any person, association, or corporation, in order to carry out any public purpose that the city is authorized by law to engage in.”
- 4) The City is authorized under NC G.S. §160A-209 to contract with nonprofit organizations to provide services that it may furnish to its citizens under its constitutional authority. The City may provide the following:
 - a) Arts Programs and Museums. – To provide for arts programs and museums as authorized in G.S. 160A-488.
 - b) Economic Development. – To provide for economic development as authorized by G.S. 158-7.1.
 - c) Historic Preservation. – To undertake historic preservation programs and projects.
 - d) Human Relations. – To undertake human relations programs.
 - e) Hospitals. – To establish, support, and maintain public hospitals and clinics, and other related health programs and facilities, and to aid any private, nonprofit hospital, clinic, related facility, or other health program or facility.
 - f) Housing. – To undertake housing projects as defined in G.S. 157-3, and urban homesteading programs under G.S. 160A-457.2.
 - g) Joint Undertakings. – To cooperate with any other county, city, or political subdivision of the State in providing any of the functions, services, or activities listed in this subsection.
 - h) Parks and Recreation. – To establish, support, and maintain public parks and programs of supervised recreation.

- i) Public Transportation. – To provide public transportation by rail, motor vehicle, or any other means of conveyance other than a ferry, including any facility or equipment needed to provide the public transportation.
- j) Senior Citizens Programs. – To undertake programs for the assistance and care of its senior citizens.
- k) Urban Redevelopment. – To provide for urban redevelopment.

WHEREAS, an amendment to the policy is necessary to reflect Council directive at the February 22, 2023 Council retreat making audits required of nonprofits that have more than \$200,000 in revenue.

NOW, THEREFORE BE IT RESOLVED that the governing board of the City of Goldsboro hereby amends the Nonprofit Funding Policy (FINPOL-001).

This Resolution shall be in full force and effect from and after this 17th day of April, 2023.


David Ham, Mayor

ATTEST:


Holly Jones, Deputy City Clerk





City of Goldsboro

Subject: Nonprofit Funding Policy	Section: City Council Policies			Department Submitted: FINANCE	
	Policy #: FINPOL-N001	Effective Date: 1/10/2023	Rev. #: 1	Revision Date: 4/17/2023	Page: 1 of 8
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	Supersedes:		Approved by:		

I. **PURPOSE**

To establish the guidelines for process of funding and record keeping for Nonprofit Agencies funded by the City of Goldsboro, through the General Fund in the annual budget appropriation.

II. **DIVISIONS AND INDIVIDUALS AFFECTED**

- Finance Director
- Assistant Finance Director
- Executive Assistant Finance Department3
- Finance Department Office Assistant
- City Manager
- Assistant to the City Manager
- Community Relations Director
- City Clerk
- Deputy City Clerk

III. **OVERVIEW**

- 1) **Submission for Annual Operating Budget**
- 2) **Funding letter and annual contract after adoption of Annual Operating Budget**
- 3) **Quarterly funding allocation and submission of documents for payment**

IV. **STATUTORY AUTHORITY**

- 1) Constitutional Authority – Article V, Section 2(7) of the North Carolina Constitution permits local governments to “contract with and appropriate money to any person, association, or corporation for accomplishment of public purposes only.”
- 2) North Carolina Constitution Article V, Section 2(1) public purpose requirement. All public funds, no matter the source must be expended for the benefit of the citizens of a local government, and not solely for the benefit of particular persons or interest.
- 3) Statutory Authority - NC G.S. §160A-20.1 “Authority. - A city may contract with and appropriate money to any person, association, or corporation, in order to carry out any public purpose that the city is authorized by law to engage in.”



City of Goldsboro

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4) The City is authorized under NC G.S. §160A-209 to contract with nonprofit organizations to provide services that it may furnish to its citizens under its constitutional authority. The City may provide the following:

- Arts Programs and Museums. – To provide for arts programs and museums as authorized in G.S. 160A-488.
- Economic Development. – To provide for economic development as authorized by G.S. 158-7.1.
- Historic Preservation. – To undertake historic preservation programs and projects.
- Human Relations. – To undertake human relations programs.
- Hospitals. – To establish, support, and maintain public hospitals and clinics, and other related health programs and facilities, and to aid any private, nonprofit hospital, clinic, related facility, or other health program or facility.
- Housing. – To undertake housing projects as defined in G.S. 157-3, and urban homesteading programs under G.S. 160A-457.2.
- Joint Undertakings. – To cooperate with any other county, city, or political subdivision of the State in providing any of the functions, services, or activities listed in this subsection.
- Parks and Recreation. – To establish, support, and maintain public parks and programs of supervised recreation.
- Public Transportation. – To provide public transportation by rail, motor vehicle, or any other means of conveyance other than a ferry, including any facility or equipment needed to provide the public transportation.
- Senior Citizens Programs. – To undertake programs for the assistance and care of its senior citizens.
- Urban Redevelopment. – To provide for urban redevelopment.

V. SUBMISSION FOR THE ANNUAL OPERATING BUDGET

1) Purpose

To establish a process to ensure organizations that wish to apply for program funding in the General Fund for the annual budget are given the opportunity to apply during the Annual Operating Budget Process.

2) Timing

Staff will prepare a letter to current organizations receiving funding which will be mailed or emailed to the recipient organization, as part of the Annual Operating Budget Process in February. Staff will also work with the Manager's office and IT during this time to announce the availability of applications on the City's website.



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3) Budget Application

The Assistant Finance Director and Finance Director shall review and update the Annual Budget Application for the Nonprofits. Updates to the required elements shall be reviewed annually.

The budget application and necessary attachments will be uploaded to the City's website by IT.

4) Required Elements

- a. Initial Application or Upon Change
 - a. Signed Form W9
 - b. Articles of Organization or Incorporation
 - c. List of Board Members, Ex-Officio, Officers, and Key Employees, including contact information
 - d. IRS 501(c)3 Status Letter
 - e. NC Secretary of State Charitable Solicitation License
- b. Annually and with Budget Application
 - a. Form 990
 - b. Audited Financial Statements for entities receiving > \$5,000 in City funding
 - c. Certificate of Insurance showing General Liability, Workman's Compensation, and Auto Liability (if applicable) at the City's minimum required thresholds (see memo on Insurance Requirements). Insurance coverage is required and cannot be waived.
- c. Quarterly
 - a. Quarterly Financial Statements (Unaudited)

5) Eligible Expenditures

Nonprofits may request an appropriation for operating expenses related to direct costs of the program(s) being executed.

- Programmatic expenses – directly related to the delivery of the program that has been contracted with the City

- Examples would include:

- ☐ Materials
- ☐ Supplies
- ☐ Payroll and benefits for employees
- ☐ Rent expense
- ☐ Contract services (accounting, auditing, bookkeeping, payroll, tax preparation)
- ☐ Insurance (general liability, workers' compensation, auto etc...)



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6) Ineligible Expenditures

Nonprofits may not receive or spend City funds on the following:

- Capital purchases such as land, equipment or other personal property with a life beyond 1 year
- Membership dues or dues to social clubs
- Making loans
- Alcohol
- Drugs (an exception may be permitted if specifically authorized by Council such as for funding to the Wayne County Health Department)
- Excessive salaries or extravagant bonuses
- Non-programmatic expenses
- Fund raising expenses
- Lobbying expenses
- Travel, meals, lodging of an extravagant nature and not directly related to the execution of the program(s)

The Finance Director may append to the list of examples provided above as needed. The Finance Director may request payback of funding if such expenditures are made by the nonprofit.

7) Notification Letter for Current Organizations

The Assistant Finance Director shall oversee the preparation of the notification letter to the current organizations receiving funding, and when ready, notify the Finance Director that the letters are ready for signature.

The Finance Director shall review and sign the letters.

The Assistant Finance Director shall mail or email the letters and the Budget Application, depending on the preference of the recipient organization.

8) Publication to the City Website

The Annual Budget Application shall be published to the City website when the notification letters are sent to current organizations.

The Assistant Finance Director shall work with IT to ensure that the application is placed on the City website. Once posted, the Assistant Finance Director shall print a copy of the screen that shows the



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publication on the website has occurred, and a date and time shall be noticeable or typed on the screen print made.

The Assistant Finance Director shall work with the Public Information Officer in the City Manager's office to ensure that a press release is timely made, so that any organization that might be interested in applying shall have the opportunity to apply.

9) Processing Applications Submitted

Finance and the City Manager's office shall work together to process applications submitted for consideration. A shared drive shall be provided so that documents may be scanned. The file setup and naming procedures shall be determined by the Finance Director and the City Clerk.

10) Submission in the Annual Operating Budget

The Finance Director and City Manager shall determine how the submitted documents will be presented in the Manager's Recommended Budget.

The City Manager shall determine when the Nonprofits will be invited to speak on their budget request during the budget workshops.

11) Annual Allocation in the Operating Budget

The Finance Director shall be responsible for the preparation of the budget expenditure worksheet for the operating budget.

12) Approval of the Annual Allocation in the Annual Operating Budget

City Council shall determine the final annual allocation to the Nonprofit organizations. This shall be approved through the adoption of the Annual Operating Budget Ordinance or a subsequent amendment.

In accordance with S.B. 473 (Session Law 2021-191), separate ordinances or ordinance amendments shall be prepared by the Finance Director where there is a City Council member that serves on a board that is the subject of the ordinance or amendment so that the City Council may excuse that Council member from voting.

VI. FUNDING LETTER AND ANNUAL CONTRACT

1) Funding Letter

The Finance Director shall prepare notification letters to the Nonprofits of the funding awarded and shall include a copy of the contract to be executed with the City. Copies of funding letters shall be retained in the Nonprofits' electronic file in Laserfishe.

2) Execution of the Annual Contract

Upon adoption of the ordinance or amendment to allocate funds to the Nonprofits, the City Manager's office shall initiate the preparation of the annual funding contracts.



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The Finance Director shall preaudit the annual funding contracts.

The Nonprofits shall be directed to return the signed contracts to the City Manager's office for final execution.

The City Manager's office shall distribute the executed annual funding contracts, along with any required attachments or exhibits to the Nonprofit and to Finance so that the process to fund the Nonprofits may commence.

VII. QUARTERLY FUNDING PROCESS

1) **Executed Annual Contract**

The receipt by Finance of the executed Annual Contract and any required exhibits or attachments shall start the Finance process of Quarterly Funding for the Nonprofit.

2) **Electronic File Structure**

- Budget
- Contract & Funding Letter
- Correspondence
- Entity Docs
- Financial Statements
- Form 990
- Payments

A template is located in the folder: [\\it-zeus\Departments\Finance\Activities-Admin\Agency Support\Z Template](#)

Budget shall contain subfolders by fiscal year. Each fiscal year shall contain the budget documents submitted by the Nonprofit.

Contract & Funding Letter shall contain a copy of the annual funding letter and the executed contract.

Correspondence shall contain any other general letters, email and other correspondence that does not otherwise fit in another folder category.

Entity Docs shall contain the important organizational information such as the W9, 501(c)3 letter, Board of Directors, Articles of Organization, Verification of licensure as a nonprofit organization, etc...

Financial Statements shall contain the annual and quarterly financial statements submitted by the Nonprofit.

Form 990 shall contain the Nonprofit's Form 990 or IRS extension on Form 990.



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Payments shall contain copies of payments made to the Nonprofit for the annual funding allocation.

3) File Naming Schema

Staff shall maintain consistency in naming the files within a folder so that it is easy to visually see if a file is missing.

Staff shall be mindful that excessively long names are difficult to read and can cause a system error when the character length is too long.

Staff shall be mindful to try to keep the name conventions among similar items, i.e. Form 990's, W9's, Audited Financials etc... similar amongst the various Nonprofit files.

4) Location of the Files

Files are currently located on the Finance shared network drive:

<\\it-zeus\Departments\Finance\Activities-Admin\Agency Support>

The Nonprofit agency files should be moved to Laserfishe. The other files in the folder above that are not specifically related to a Nonprofit shall not be moved.

Staff assigned to this task is the Finance Department Office Assistant.

When files are moved to the Laserfishe location the file naming schema shall be updated. The Office Assistant shall notify the Finance Director when complete. The Finance Director shall review the files in Laserfishe, and if satisfactory shall remove the files on the Finance network drive. Ideally this shall occur on or before April 30 of each year.

5) Updating the Files for Current Annual Operating Budget Allocation

The executed Annual Contract for the current fiscal year shall be forwarded by the Finance Director or the Assistant Finance Director to the Office Assistant.

The Office Assistant shall ensure that the executed Annual Contract, and any required attachments or exhibits, are saved to the Laserfishe folder in the appropriate file naming schema.

At the time of this update, the Office Assistant shall review the file to determine if any required items from the agency's file are missing such as annual audits, completed Form 990's, etc...

If items are found missing, the Office Assistant shall initiate correspondence via mail or email with the agency, to request the missing items, be provided as soon as possible and specify a date to be provided.

If Required Elements are missing, then Office Assistant shall make the Assistant Finance Director aware of pending items and the status of the request. The Assistant Finance Director shall take steps



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to follow up with the Nonprofit to cure the deficiencies. The Assistant Finance Director may withhold payment from the Nonprofit until the deficiencies are cured, as per the executed Agency Contract.

6) Initiating the Payment Process

The Finance Office Assistant shall notify the Assistant Finance Director that the current executed Annual Contract file has been updated.

The Assistant Finance Director shall contact by phone or email the Nonprofit Agency to let them know they may submit the required paperwork for the quarterly installment payment.

7) Required for Quarterly Payment

- Request for Check should be prepared by the Finance Executive Assistant with the required documentation.
- Finance Director or Assistant Finance Director may sign off as authorizing authority, and for preaudit purposes. If there is an issue, the City Manager may be asked to sign off as the authorizing authority only.
- Budget line item and amount shall be verified against Banner to ensure there are sufficient funds available.
- Prior quarter unaudited financial statements, which shall include a Balance Sheet and a Profit & Loss Statement
- The Profit & Loss Statement shall include a separate line showing the quarter to date and year to date payments from the City of Goldsboro for the annual allocation. If the Nonprofit receives another grant from the City, i.e. CDBG/HOME, that shall also be reported on a separate line item from the annual allocation.
- On the first quarterly payment, the executed Annual Contract and attachment(s) shall be attached.
- Attachments Required:
 - i) Executed Agency Contract (first payment only)
 - ii) Agency Invoice Requesting Quarterly Allocation
 - iii) Quarterly Unaudited Balance Sheet & Income Statement
 - iv) Certificate of Insurance
- The Request for Check shall contain the following assertions that the authorizing authority verifies:
 - i) Most Recent IRS Form 990
 - ii) If Most Recent IRS Form 990 not available, a copy of the Form 8868 Extension filing
 - iii) Most Recent Audit
 - iv) If Entity does not have an audit, has a properly signed waiver from the City Manager been placed in the file?



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v) Most Recent Certificate of Insurance. Must include General Liability and Worker's Compensation listing the City as an Additional Insured.

- Sample RFC excel template is attached.

8) Annual Audit Requirements

NC G.S. §159-40 Special regulations pertaining to nonprofit corporations receiving public funds.

If a city or county grants or appropriates one thousand dollars (\$1,000) or more in any fiscal year to a nonprofit corporation or organization, the city or county may require that the nonprofit corporation or organization have an audit performed for the fiscal year in which the funds are received and may require that the nonprofit corporation or organization file a copy of the audit report with the city or county.

~~The Finance Director has established a threshold of \$5,000, that an audit be furnished to the City as a requirement for Nonprofit funding. Council grants the City Manager the authority to waive the required audit for amounts over \$5,000. If the Nonprofit is not financially able to furnish an audit, it may write a letter to request the waiver of the annual audit requirement for the current funding year. The written and signed request shall be presented to the Finance Director. The Finance Director shall review the request and shall forward to the City Manager to countersign a waiver request to allow the Finance Director to waive the audit requirement for the current funding year.~~

~~A copy of the signed waiver request shall be forwarded to the Finance Office Assistant to be placed in the electronic files under *Financial Stmtts*. As per Council directive on February 22, 2023, audits will be required for any nonprofit that receives more than \$200,000 in revenue per year.~~

9) Requests for Training by Nonprofits

From time to time a Nonprofit agency might request training on preparation of financial statements such as balance sheets or profit and loss statements, or general bookkeeping practices. Finance staff can answer general questions about the requirements for funding and refer Nonprofit to other resources such as Wayne Community College to seek training. **Finance staff is not authorized to give such training to the Nonprofit, nor shall Finance staff prepare financial statements such as balance sheets or profit and loss statements for a Nonprofit agency as this is a conflict of interest.**

10) Periodic Compliance Review

The Finance Director shall periodically review the electronic files and direct pay requests to ensure that the Finance Staff is complying with the Standard Operating Procedures in a timely manner.

The Finance Director shall provide feedback if deficiencies are identified.

11) Assistance and Training

The Finance Director shall periodically review the Standard Operating Procedures for update.



City of Goldsboro

Subject:

Nonprofit Funding Policy

Section:
City Council Policies

Policy #:
FINPOL-N001

Resolution Number
and/or Adopted Date:
2023-02 1/23/23

Supersedes:

Effective Date:
1/10/2023

Rev. #:
1

Prepared by: Catherine Gwynn, Finance Director

Approved by:

Approved by:

Department Submitted:
FINANCE

Revision Date:
4/17/2023

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All staff affected are encouraged to do the same and provide suggestions on improvements or clarifications as needed.

The Finance Director shall be available to provide explanation or training as needed.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

- SUBJECT: Dillard/Goldsboro Alumni Parade – Temporary Street Closure
- BACKGROUND: The Dillard-Goldsboro Alumni & Friends, Inc. 68th Homecoming has events scheduled through the weekend to include the Dillard/Goldsboro Alumni & Friends, Inc. Annual Homecoming Parade.
- DISCUSSION: The street closing request for Saturday, May 27, 2023 is as follows:
- Parade Route: North on Center Street at Spruce Street to Mulberry Street, going around the traffic circle heading South on Center Street back to Spruce Street, ending at Spruce Street.
- Staging Areas (streets closed for staging): Pine Street between James Street and John Street; Spruce Street between James Street and Center Street; Center Street between Elm and Center Streets.
- Additional Closures recommended by the Police Department to manage traffic flow will encompass: Mulberry Street from James Street to John Street; Walnut Street from James Street to John Street; Chestnut Street from James Street to John Street; Spruce Street from James Street to John Street; Pine Street from James Street to John Street; and Center Street at Elm Street.
- Parking Restrictions: No parallel parking on Center Street from Pine Street to Ash Street.
- The time requested for the street closing is from 8:00am to 11:30am. Police have indicated that traffic will be restricted from 7:00am until 9:30am and all traffic stopped at 9:30am. The actual parade will begin at 10:00am and end at approximately 11:30am.
- As with all downtown events, affected city departments will be contacted and the following concerns are to be addressed:
1. All intersections remain open for Police Department traffic control.
 2. A 14-foot fire lane is to be maintained to provide access for fire and emergency vehicles.
 3. All activities, change in plans, etc., will be coordinated with the Police Department.
 4. The Police and Fire Departments should be involved in the logistical aspects of the Event.

RECOMMENDATION: By motion, grant the requested temporary street closures of the sections of Pine Street, John Street, Center Street, James Street, Spruce Street, Chestnut Street, Walnut Street, and Mulberry Street for the Dillard-Goldsboro Alumni & Friends, Inc. 68th Homecoming Parade staging area and parade route from 8:00am to 11:30am on Saturday, May 27, 2023, as stated above.

Date: 4-5-23


Mike West, Police Chief

Date: 4/10/23


Tim Salmon, City Manager



CITY OF GOLDSBORO
SPECIAL EVENTS/PARADE/STREET CLOSING
PERMIT APPLICATION

****In the event of a street closing or carnival, an application should be submitted at least 30 days prior to your parade or special event.**

I. General Information

Type of Event: (please check all that apply)

☒ Parade ☐ Run/Walk ☐ Festival ☒ Street Closure ☐ Carnival ☐ Other (explain): _____

Event Name: Dillard / Goldsboro Alumni Parade

Event Date(s): Saturday, May 27, 2023 **Event Website:** _____

Inclement Weather/Rain Date(s): Rain or Shine

Description of Event (Please briefly describe the event.)

Homecoming Parade

Requested Event Location: Downtown Goldsboro

Event Start Time/End Time: 10:00AM

Set-Up: Date & Time (start/end): 5/27/2023 8:00AM

Dismantle (Completion): Date & Time (start/end): _____

Estimated Daily Attendance: 100-200 Entries

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 8:00AM-11:30AM

If yes, please list the streets that you are requesting to be closed:

Pine Street, John Street, Center Street, James Street, Spruce Street, Chestnut Street,

Walnut Street, and Mulberry Street.

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Dillard/Goldsboro Alumni

Are you a non-profit? ☒ Yes ☐ No **If yes, are you:** ☒ 501c (3) ☐ 501c (6) ☐ Place of worship

Applicant Name: Gary Packer **Title:** National President

Address: 146 S. Marion Drive

City: Goldsboro **State:** NC **Zip:** 27534 **Phone:** 919-221-4176

Cell Phone: _____ **Email:** ggpacker79@gmail.com

Day of Event Contact:

Name: Darryl Pitt

Phone: 910-465-9157

III. Event Map

For Run/Walk/Parade/Carnival- FORMATION AREA LOCATION: _____

For Run/Walk/Parade/Carnivals- STARTING POINT: _____

For Run/Walk/Parade/Carnival- ENDING POINT: _____

***Please provide a detailed map of your event, including race/walk/parade route(s), stage(s), inflatables, rides, booths, tents, parking, etc. (Please attach additional pages as needed.)**

Staging (Street Closure from 8:00AM-11:30AM)

Pine Street (between James Street and John Street)

Spruce Street (between James Street and Center Street)

Center Street (between Elm Street and Spruce Street)

Parade Route (Street Closure from 9:30AM-11:30AM)

North on Center Street at Spruce Street to Mulberry Street, going around traffic circle heading

South on Center Street back to Spruce Street, ending at Spruce Street.

Vendors are welcome to participate

IV. RESTROOMS & SITE CLEANUP (Bathroom facilities are required for events lasting longer than two hours and must be ADA compliant.)

One Port-A-Jon is recommended per 100 people, and is based on event duration instead of number of participants.

How do you plan to handle restroom services? ☐ Portable Toilets ☐ Other

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

If no portable toilets will be provided, how will these requirements be handled?

How do you plan to remove garbage and/or recycling? (City receptacles must be requested separately no less than 30 days prior to the event. Contact the Public Works Department at 919-750-7450.)

V. Event Details: Please answer the following questions regarding your event.

- ☐ Yes ☒ No Does the event involve the sale of food?
☐ Yes ☒ No Does the event involve the sale of alcohol?
If "YES" has the health department been notified?
 > For events with food, a letter from the health department must be submitted 30 days prior to the event.
 o Health Department: (919) 731-1000
 > The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.
 o NC ABC Commission: (919) 779-0700

- ☐ Yes ☒ No Will there be musical entertainment at your event?
If "YES", please provide the following information:
 > Amplification? ☐ Yes ☐ No
Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.

- ☐ Yes ☒ No Will there be any tents or canopies in the proposed event site? If "YES", please provide the following information:
 > Approximate Number of tents: _____
 > Approximate Sizes: _____
 > Will any tent exceed 400 sq. feet in area? ☐ Yes ☐ No
Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.
 • City of Goldsboro Inspections Department (919) 580-4385

- ☐ Yes ☒ No Will you require electrical hook-ups for this event? (Please note that electrical availability is limited.)

- ☐ Yes ☒ No Will admission fees be charged to attend this event?
If "YES", provide the cost(s) of all-tickets: _____

- ☐ Yes ☒ No Will fees be charged to vendors to participate in this event?
If "YES", please provide the schedule of fees: _____

- ☒ Yes ☐ No Applicant has read, in its entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. The Policy Regarding the Use of City-Owned Property for Special Events is available at <http://www.goldsboronc.gov/special-events/>.

***The temporary closing of a NC Department of Transportation Street would be at the discretion of the NC Department of Transportation.**

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? _____

Note: You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.

Special Information and Conditions of receiving a Special Event/Parade Permit:

Insurance:

*General Liability Insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance. If the event requires additional insurance, the Finance Director will notify the Police Department and City Manager's Office. Some events, such as carnivals, require a minimum of \$5 million dollars in either general liability insurance or umbrella insurance coverage to be determined at the discretion of the city manager and shall be in place at the time such structure is to be occupied or such place of assembly is established for use by the public. The City shall be added as an additional insured on said policy for any and all relevant times to the operation and/or carnival presence.*

Application Fee: An application fee of \$25.00 for special events and \$50.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

Event Cancellation: At this time, we do not anticipate canceling any events already permitted, however with ongoing national security concerns and the possible unavailability of city and police resources, this could occur. If this action is necessary, applicants will be given notice in a timely manner. New requests may be denied or adjusted for the same reason.

Public Safety: The City of Goldsboro reserves the right to require security and medical personnel for your event.

Police: The Goldsboro Police Department shall determine the number of police officers needed to appropriately manage security, as well as the time when such services shall commence. The Applicant may be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City of Goldsboro for the costs of providing on-duty law enforcement officers, to appropriately manage the event. Please contact the City of Goldsboro's Police Department Off-Duty Coordinator at 919-580-4223.

Prohibited Items: No firearms or illegal drugs are allowed.

Policy of Non-Discrimination: City facilities are available on a non-discriminatory basis. Appropriate activities need to accommodate individuals regardless of age, sex, race, color, religion, national origin, physical or mental disabilities, affection preference or marital status. The City of Goldsboro does not discriminate on the basis of disability in admission, access, treatment or employment in its programs or activities.

Additional Rules Pertaining to Events:

1. Vehicles will only be in designated parking areas.
2. All animals must be leashed as outlined in COG Code of Ordinances 91.15;91.18.
3. Applicant will respect neighboring property/business owners with respect to noise.
4. Applicant understands that it will not be the responsibility of the Police Department to relocate vehicles parked along any portions of the streets to be closed prior to the event.
5. Applicant is required to ensure the areas used are clean and free of debris. Please note that there will be a cleaning fee charged if the area is not clean.

Alcoholic Beverages:

*(If consumption of alcohol is planned on property for event, the following additional requirements **MUST** be met.)*

1. All necessary ABC permits must be issued by the State and copies are provided with this application.
2. Signs shall be posted and visible at all exit points at the special event stating that it is unlawful to remove alcoholic beverages in opened or sealed containers from the premises.
3. Areas where alcohol will be consumed, served or sold must clearly be defined and delineated on the premises by barricades, caution tape or other acceptable means.
4. All necessary ABC permits must be issued by the State and copies provided with this application. Follow steps outlined at www.abc.nc.gov/permits.
5. Off-duty law enforcement officers are required to be on-site if alcohol is present at the event. The number of officers required will be determined by the Goldsboro Police Department.

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

****For street closing applications: the Goldsboro Police Department will notify the applicant when the Goldsboro City Council has approved the permit.**

Agreement

I have read and understand this application and the requirements placed upon this applicant and organization. I agree to abide by the City of Goldsboro rules, regulations and ordinances should my permit application be approved. I will fulfill the requirements placed upon this permit application.

Authorized Signature: Gary Packer Date: 03/24/2023
Gary Packer (Mar 27, 2023 05:21 EDT)
Organization: Dillard/Goldsboro Alumni & Friends Inc

Please return this application and all supporting documentation by email, mail or in person to:
Goldsboro Police Department
Community Police Services
204 S. Center Street
Goldsboro, NC 27530
spowers@goldsboronc.gov

CANCELLATION POLICY: Written notification of intent to cancel your event must be received in writing a minimum of 21 days prior to the scheduled event date to Sgt. Steven Powers at spowers@goldsboronc.gov.

Steven Powers

For Inner Office Use Only:

Michael D. West
Michael D. West (Mar 28, 2023 11:08 EDT)
Goldsboro Police Department Representative

Mar 28, 2023
Date

James Farfour
James Farfour (Mar 28, 2023 11:33 EDT)
Goldsboro Fire Department Representative

Mar 28, 2023
Date

Erin Fonseca
Erin Fonseca (Mar 29, 2023 12:22 EDT)
Downtown Goldsboro Representative

Mar 29, 2023
Date

Richard Fletcher
Richard Fletcher (Mar 30, 2023 10:09 EDT)
Public Works Department Representative

Mar 30, 2023
Date

Felicia L. Brown
Felicia L. Brown (Mar 31, 2023 10:25 EDT)
Parks and Recreation Department Representative

Mar 31, 2023
Date

Finance Director

Date

City Manager's Signature
(Use of City Owned Lots/Non-Street Closings and Carnivals)

Date

February 2023



Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of **Gary Packer** from the City of Goldsboro and hereby agrees to indemnify and hold the City of Goldsboro, its officers, agents and employees harmless from all claims, liabilities, demands, expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any acts or omissions, active or passive, related to operating an event on the city's property.

This the 24 day of March, 2023.

Gary Packer
Gary Packer (Mar 27, 2023 05:21 EDT)

(SEAL)

(Applicant & Authorized Representative of Event)

This form must be completed, signed and returned with the completed application.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

SUBJECT: Jamz Out Juneteenth – Temporary Street Closure

BACKGROUND: A celebration of Freedom – Music artist, bouncy houses, vendors and food trucks.

DISCUSSION: The event will be hosted at The HUB and Freedom Field from 3:00pm – 8:00pm on June 17, 2023. The event is sponsored by Curtis Media Group, and they are requesting the closure of the southbound and northbound lanes of South Center Street from Chestnut Street to Elm Street from 12:00pm – 8:30pm.

As with all downtown events, affected city departments will be contacted and the following concerns are to be addressed:

1. All intersections remain open for Police Department traffic control.
2. A 14-foot fire lane is to be maintained to provide access for fire and emergency vehicles.
3. All activities, change in plans, etc., will be coordinated with the Police Department.
4. The Police and Fire Departments should be involved in the logistical aspects of the Event.

RECOMMENDATION: By motion, grant the requested temporary closing of S. Center Street from Chestnut Street to Elm Street as stated above.

Date: 4-5-23


Mike West, Police Chief

Date: 4/10/23


Tim Salmon, City Manager

***CITY OF GOLDSBORO
SPECIAL EVENTS/PARADE/STREET CLOSING
PERMIT APPLICATION***

****In the event of a street closing or carnival, an application should be submitted at least 30 days prior to your parade or special event.**

I. General Information

Type of Event: (please check all that apply)

☐ Parade ☐ Run/Walk ☒ Festival ☒ Street Closure ☐ Carnival ☐ Other (explain): _____

Event Name: Jamz Out Juneteenth

Event Date(s): Sat., June 17, 2023 **Event Website:** jamzoutjuneteenth.com

Inclement Weather/Rain Date(s): None

Description of Event (Please briefly describe the event.)

Celebration of Freedom with music artists, food trucks, vendors, and bouncy houses

Requested Event Location: The Hub and Freedom field(empty lot next to Well Travelled Beer)

Event Start Time/End Time: 3:00 PM to 8:00 PM

Set-Up: Date & Time (start/end): 6/17/23 12 Noon

Dismantle (Completion): Date & Time (start/end): 6/17/23 8:30 PM

Estimated Daily Attendance: Approximately 2,000

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 12 PM-8:30PM

If yes, please list the streets that you are requesting to be closed:

Center Street from Well-Traveller Beer to Elm Street

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Curtis Media Group

Are you a non-profit? ☐ Yes ☒ No If yes, are you: ☐ 501c (3) ☐ 501c (6) ☐ Place of worship

Applicant Name: Amy Roux/Liza Govan **Title:** Operations/Sales Manager

Address: 2581 US Highway 70 West

City: Goldsboro **State:** NC **Zip:** 27530 **Phone:** 919-736-1150

Cell Phone: 919-344-3458/919-750-1115 **Email:** aroux@curtismedia.com/lgovan@curtismedia.com

Day of Event Contact:

Name: Amy Roux/Liza Govan Phone: 919-344-3458/919-750-1115

III. Event Map

For Run/Walk/Parade/Carnival- FORMATION AREA LOCATION: _____

For Run/Walk/Parade/Carnivals- STARTING POINT: _____

For Run/Walk/Parade/Carnival- ENDING POINT: _____

***Please provide a detailed map of your event, including race/walk/parade route(s), stage(s), inflatables, rides, booths, tents, parking, etc. (Please attach additional pages as needed.)**

See Attached

IV. RESTROOMS & SITE CLEANUP (Bathroom facilities are required for events lasting longer than two hours and must be ADA compliant.)

One Port-A-Jon is recommended per 100 people, and is based on event duration instead of number of participants.

How do you plan to handle restroom services? ☐ Portable Toilets ☒ Other

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

Requesting assistance from the City of Goldsboro

If no portable toilets will be provided, how will these requirements be handled?

Requesting use of Hub lavatories and some portable toilets

How do you plan to remove garbage and/or recycling? (City receptacles must be requested separately no less than 30 days prior to the event. Contact the Public Works Department at 919-750-7450.)

Requesting assistance from the City of Goldsboro

V. Event Details: Please answer the following questions regarding your event.

☒ Yes ☐ No Does the event involve the sale of food?

☐ Yes ☒ No Does the event involve the sale of alcohol?

If "YES" has the health department been notified?

- For events with food, a letter from the health department must be submitted 30 days prior to the event.
 - Health Department: (919) 731-1000
- The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.
 - NC ABC Commission: (919) 779-0700

☒ Yes ☐ No Will there be **musical entertainment** at your event?

If "YES", please provide the following information:

- Amplification? ☒ Yes ☐ No

Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.

☒ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:

- Approximate Number of tents: 30
- Approximate Sizes: 10 x 14 and 10 x 10
- Will any tent exceed 400 sq. feet in area? ☐ Yes ☒ No

Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.

City of Goldsboro Inspections Department (919) 580-4385

☒ Yes ☐ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)

☐ Yes ☒ No Will **admission fees** be charged to attend this event?

If "YES", provide the cost(s) of all tickets: _____

☒ Yes ☐ No Will **fees be charged to vendors** to participate in this event?

If "YES", please provide the schedule of fees: Various Sponsor levels ranging between \$250 & \$5,000

☒ Yes ☐ No Applicant has read, in its entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. The Policy Regarding the Use of City-Owned Property for Special Events is available at <http://www.goldsboronc.gov/special-events/>.

***The temporary closing of a NC Department of Transportation Street would be at the discretion of the NC Department of Transportation.**

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? _____
City of Goldsboro Public Parking _____

Note: You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.

Special Information and Conditions of receiving a Special Event/Parade Permit:

Insurance:

*General Liability Insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance. If the event requires additional insurance, the Finance Director will notify the Police Department and City Manager's Office. Some events, such as carnivals, require a minimum of \$5 million dollars in either general liability insurance or umbrella insurance coverage to be determined at the discretion of the city manager and shall be in place at the time such structure is to be occupied or such place of assembly is established for use by the public. The City shall be added as an additional insured on said policy for any and all relevant times to the operation and/or carnival presence.*

Application Fee: An application fee of \$25.00 for special events and \$50.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

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Prohibited Items: No firearms or illegal drugs are allowed.

Policy of Non-Discrimination: City facilities are available on a non-discriminatory basis. Appropriate activities need to accommodate individuals regardless of age, sex, race, color, religion, national origin, physical or mental disabilities, affection preference or marital status. The City of Goldsboro does not discriminate on the basis of disability in admission, access, treatment or employment in its programs or activities.

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Alcoholic Beverages:

(If consumption of alcohol is planned on property for event, the following additional requirements **MUST** be met.)

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****For street closing applications: the Goldsboro Police Department will notify the applicant when the Goldsboro City Council has approved the permit.**

Agreement

I have read and understand this application and the requirements placed upon this applicant and organization. I agree to abide by the City of Goldsboro rules, regulations and ordinances should my permit application be approved. I will fulfill the requirements placed upon this permit application.

Authorized Signature:  Date: 3/27/2023
Organization: Curtis Media Group

Please return this application and all supporting documentation by email, mail or in person to:

Goldsboro Police Department
Community Police Services
204 S. Center Street
Goldsboro, NC 27530
spowers@goldsboronc.gov

CANCELLATION POLICY: Written notification of intent to cancel your event must be received in writing a minimum of 21 days prior to the scheduled event date to Sgt. Steven Powers at spowers@goldsboronc.gov.

Steven Powers

For Inner Office Use Only:


Michael D. West (Mar 28, 2023 09:27 EDT)
Goldsboro Police Department Representative

Mar 28, 2023

Date


James Farfour (Mar 28, 2023 11:25 EDT)
Goldsboro Fire Department Representative

Mar 28, 2023

Date


Erin Fonseca (Mar 29, 2023 12:22 EDT)
Downtown Goldsboro Representative

Mar 29, 2023

Date


Richard Fletcher (Mar 30, 2023 10:09 EDT)
Public Works Department Representative

Mar 30, 2023

Date


Felicia L. Brown (Mar 30, 2023 18:40 EDT)
Parks and Recreation Department Representative

Mar 30, 2023

Date


Finance Director

Mar 31, 2023

Date


Timothy M. Salmon (Mar 31, 2023 15:21 EDT)
City Manager's Signature

Mar 31, 2023

Date

(Use of City Owned Lots/Non-Street Closings and Carnivals)



Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of Curtis Media Group from the City of Goldsboro and hereby agrees to indemnify and hold the City of Goldsboro, its officers, agents and employees harmless from all claims, liabilities, demands, expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any acts or omissions, active or passive, related to operating an event on the city's property.

This the 27 day of March, 2023.



(Applicant & Authorized Representative of Event)

____(SEAL)

This form must be completed, signed and returned with the completed application.

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/20/2022

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

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

PRODUCER USI Insurance Services, LLC 6100 Fairview Rd Ste 1400 Charlotte, NC 28210 704 543-0258		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS:		FAX (A/C, No):	
INSURED Curtis Media Group, Inc. 3012 Highwoods Blvd Ste 201 Raleigh, NC 27604-1031		INSURER(S) AFFORDING COVERAGE			
		INSURER A: Hartford Accident and Indemnity Co			
		INSURER B: Hartford Casualty Insurance Company			
		INSURER C: Hartford - WC Multiple Issuing Cos			
		INSURER D: Trumbull Insurance Company			
		INSURER E:			
		INSURER F:			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		22UENZI2913	08/01/2022	08/01/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> Comp/Coll. <input checked="" type="checkbox"/> \$1,000 Ded.		22UENAF0865	08/01/2022	08/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		22RHUZI2686	08/01/2022	08/01/2023	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	22WBEH9185	08/01/2022	08/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

General Liability aggregate limit applies per location, where required by written contract.

City of Goldsboro is additional insured with regards to general liability coverage, when required by written contract.

CERTIFICATE HOLDER

CANCELLATION

City of Goldsboro
 City Hall
 200 North Center Street
 Goldsboro, NC 27530

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

AUTHORIZED REPRESENTATIVE

Paul B. Bulmer

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Goldsboro Pediatric Dentistry and Orthodontics KID ZONE SIDEWALK



Frankie's
Italian ice

Wages

Ware
County
Public
Library

Wayne
County
Treasurer

Well Travelled Beer

200 South Center Street

REVISED
TRIPLE D

Scotch
Eads BV
Aug 16

Golden
Position

LOBBY
Belle's
Collection
& Street
Ward
Apparel

The Lenny
Bare

Longevity
Scents

Earl
Resist Die
Design

United
Way

Coldwell
Banker

Heart
Prod
Access

Nama Ds
Candy
Apples

REVISED
Plethius
Art

Paint and
Play

Wayne
Prod

The Core
Foundation

Center Grassy Medium

Healing
Connections

Cherish
Appare

African
American
Heritage
Committee

Torrey
Williams
Mary Kay

Kay's
Crazy &
Sassy
Boutique

Justify
Royalty

The Shea
Shuck

Le Trevis
Sweet
Tiggles

The
Anderson

Holden
Temps

Superior
Clinical
Research

The
Vaughn
Agency

J Stylez
Apparel

A Taste of
Shiq

Twisted
Lemonade



WIFI BOOTH

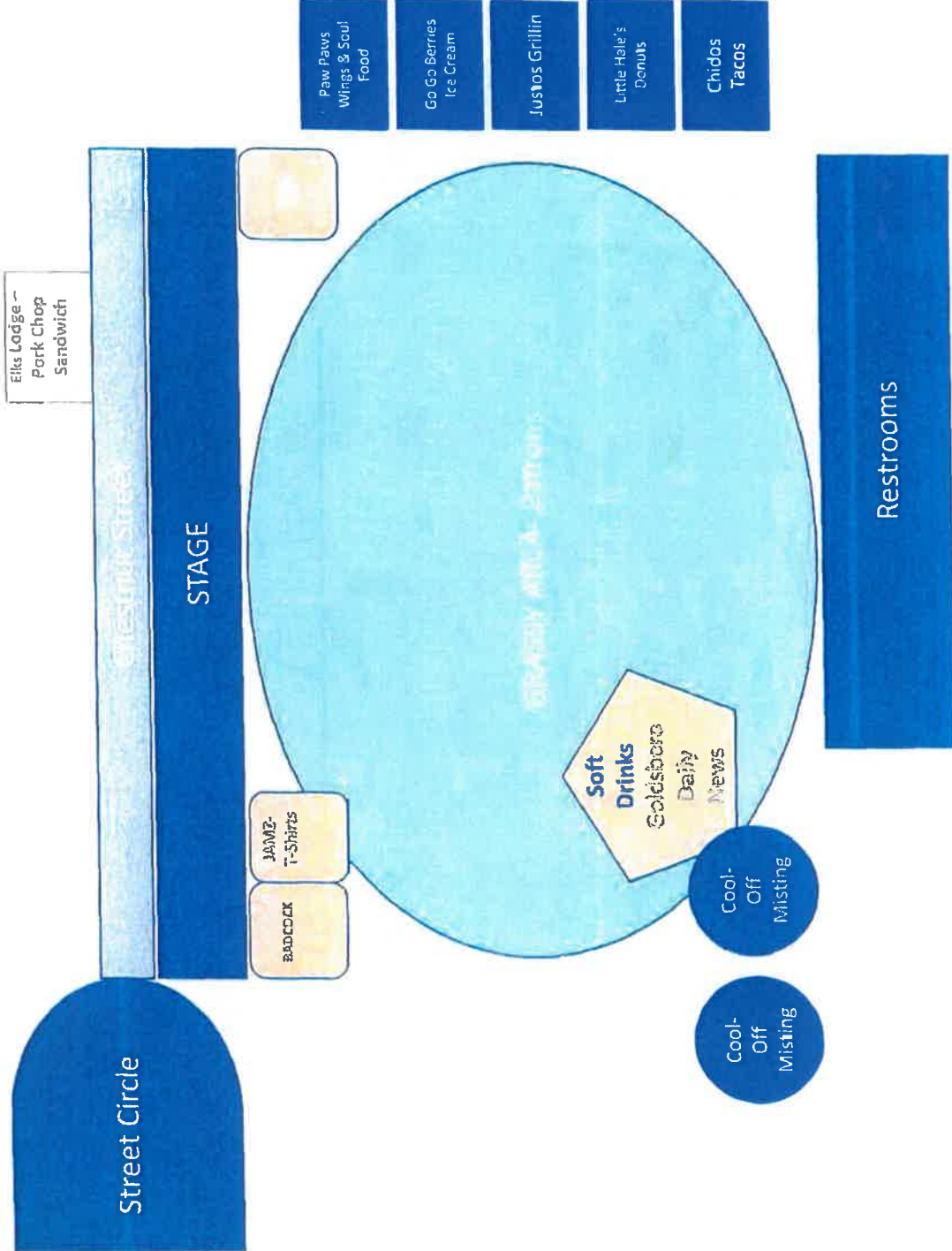
Wireless

Fall
Symposium



Sidewalk / Concert Viewing

MAIN STAGE





Vendor Parking

Goldsboro Pediatric Dentistry & Orthodontics Kid Zone
Inflatables

City IT
Support

Frankie's
Italian ice

Blood Mobile





The HUB Rental Information

200 S Center St. | Downtown Goldsboro
For Inquiries, call the Downtown Goldsboro office at 919.735.4959

I. VENUE INFORMATION

Located at 200 S Center Street in Downtown Goldsboro, the HUB is a 28,000 sq. ft. public space, complete with a permanent stage, restroom facilities, seating areas, lighted power pedestals for vendors, a fireplace and more. The 30' x 20' stage, which includes a ramp for accessibility and ample power supply, and a large grassy area make this space suitable for a variety of events. Operating hours are 8am - 10pm.

The HUB is open to the public. For private events, the space must be reserved in advance and all rental guidelines followed. **To reserve The HUB, please complete the reservation request below. A separate "City of Goldsboro Special Event Application" must be completed and The HUB should be listed as your location for the venue.** The Rental Fees for The HUB are listed below.

This attachment should be returned to Downtown Goldsboro and the Special Event Application should be returned to the City of Goldsboro Police Department at least 30 days prior to event. The rental of The HUB requires a Non-refundable application fee, plus a \$100 refundable damage deposit is due with application. Full rental fee, less the application fee, is due at least 21 days prior to the event. A separate fee is required for the Special Event Application, and is due at the submission of the Special Event Application.

II. Rental Fees

Rental fees are based on the user classification of the event, which are described below. Any user group or individual found to be intentionally misclassifying their event could be subject to financial penalty or restricted from future rentals. *No fee will apply for use by City of Goldsboro Departments, though a reservation is required.*

User Classifications:

TIER I

Any event for which admission is charged or any other type of compensation is realized, including donations. This does not include non-profit organizations.

TIER II

Any event where no admission is charged nor any other type of compensation is realized. This would include a private event where alcohol is served but not sold.

TIER III

Any event hosted by an organization which can provide proof of non-profit and federal tax exempt status. Letter of proof of non-profit status required.

HUB RENTAL FEE STRUCTURE							
	RENTAL	POWER 1	P2/\$25	P3/\$25	P4/\$25	P5/\$25	P6/\$25
TIER I	\$500 +	<i>included</i>					
TIER II	\$400 +	<i>included</i>					
TIER III	\$300 +	<i>included</i>					

II. FEES CONTINUED

- Event fees are per day, per event.
- Fee includes stage w/electrical, restrooms (public will still have access to restrooms) and access to one power pedestal hook up. Extra power needs will be charged an additional fee of \$25 per pedestal per day.
- One day includes use of property for set up, event and clean up.
- Any event that requires set up prior to the event day or clean up after event day, will be given consideration for no charge if property is available.
- Additional cleaning fee of \$15/hour for restroom facility maintenance may apply to events of large crowds and/or extended hours. This need will be determined by the City of Goldsboro and discussed with renter prior to event reservation and payment.
- Additional trash receptacles must be requested from the the City of Goldsboro Public Works Department no less than 30 days prior to event. Contact them at 919-750-7450.

III. ADDITIONAL GUIDELINES

In addition to rental guidelines disclosed in the City of Goldsboro Special Events Application, renters must abide by the following:

- **Restroom Facilities**
There are limited public restrooms located at The HUB. If needed, additional portable toilets must be provided by the Renter. Placement of toilets must be approved by the City of Goldsboro.
- **Food Trucks/Vendors**
Preferred placement of food trucks/vendors is in front of the 6 power pedestals. If food is sold or distributed, special permits are required from the Wayne County Health Department.
<https://www.waynegov.com/DocumentCenter/View/130/Temporary-Food-Establishment-Vendor-Application-PDF> A copy of this application will be forwarded to Wayne County Environmental Health Department by GPD.
- **Rental Agreement and Permits** - Keep a copy of your Rental Agreement and all permits. Have them available onsite upon request.
- **Parking** - No vehicles are allowed in The HUB at any time. Street parking is available around the venue and throughout downtown. Limited spaces are available behind the stage for loading/unloading. If needed, please notify GPD, so the spaces can be coned off on the day of your event.
- **Miscellaneous safety** - No glass containers, weapons, or illegal drugs allowed. Pet owners are responsible for cleaning up after their pets.
- **Responsible party** - The renter is in charge of using the facility and is responsible for the conduct of individuals in the group and will also be held responsible for any damage to the City of Goldsboro property. Groups or individuals failing to comply with the rules and regulations of the the City of Goldsboro may lose the privilege to rent in the future.
- **Cancellation/Inclement Weather** - If inclement weather prevents your use of the facility, you may reschedule your reservation or receive a credit. You must make a written request within 2 days of the reservation. Additionally, a credit will be given if you reschedule your reservation for any reason in writing at least 14 days prior to the reservation date. To cancel and receive a refund of your HUB rental fee, you must notify GPD in writing at least 14 days prior to reservation date. Application fee is non-refundable.
- **Clean Up** - Trash must be placed in litter receptacles or rented dumpster when event is complete. Clean up must be complete before leaving the premises.
- **Alcohol** - Completion of ABC Special One-Time Permit is required. <https://abc.nc.gov/Permit>
- **Policy for Special Events** - Renters must adhere to all City of Goldsboro policies for special events.
<https://www.goldsboronc.gov/wp-content/uploads/Policy-for-Special-Events-Revised-December-1-2017.pdf>

IV. SIGNATURE

I, Amy Blaw / Curtis media Group have read and understand fully the policies and regulations of this reservation request.

City of Goldsboro Staff:

Date Received: _____

Additional Fees: _____

Total Event Fee: _____

DDD Initials: _____

P&R Initials: _____












Juneteenth City App 3.27.23

Final Audit Report

2023-03-31

Created:	2023-03-28
By:	Steven Powers (spowers@goldsboronc.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAja_3T8nvVtgERWvN_Q5iJ_9qRZawJueU

"Juneteenth City App 3.27.23" History

-  Document created by Steven Powers (spowers@goldsboronc.gov)
2023-03-28 - 12:40:26 PM GMT
-  Document e-signed by Steven Powers (spowers@goldsboronc.gov)
Signature Date: 2023-03-28 - 12:57:13 PM GMT - Time Source: server
-  Document emailed to mwest@goldsboronc.gov for signature
2023-03-28 - 12:57:15 PM GMT
-  Email viewed by mwest@goldsboronc.gov
2023-03-28 - 1:26:53 PM GMT
-  Signer mwest@goldsboronc.gov entered name at signing as Michael D. West
2023-03-28 - 1:27:38 PM GMT
-  Document e-signed by Michael D. West (mwest@goldsboronc.gov)
Signature Date: 2023-03-28 - 1:27:40 PM GMT - Time Source: server
-  Document emailed to jfarfour@goldsboronc.gov for signature
2023-03-28 - 1:27:41 PM GMT
-  Email viewed by jfarfour@goldsboronc.gov
2023-03-28 - 3:20:35 PM GMT
-  Signer jfarfour@goldsboronc.gov entered name at signing as James Farfour
2023-03-28 - 3:25:28 PM GMT
-  Document e-signed by James Farfour (jfarfour@goldsboronc.gov)
Signature Date: 2023-03-28 - 3:25:30 PM GMT - Time Source: server
-  Document emailed to efonseca@goldsboronc.gov for signature
2023-03-28 - 3:25:32 PM GMT



Adobe Acrobat Sign

 Email viewed by efonseca@goldsboronc.gov

2023-03-29 - 4:22:12 PM GMT

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2023-03-29 - 4:22:32 PM GMT

 Document e-signed by Erin Fonseca (efonseca@goldsboronc.gov)

Signature Date: 2023-03-29 - 4:22:34 PM GMT - Time Source: server

 Document emailed to rfletcher@goldsboronc.gov for signature

2023-03-29 - 4:22:36 PM GMT

 Email viewed by rfletcher@goldsboronc.gov

2023-03-30 - 2:07:22 PM GMT

 Signer rfletcher@goldsboronc.gov entered name at signing as Richard Fletcher

2023-03-30 - 2:09:01 PM GMT

 Document e-signed by Richard Fletcher (rfletcher@goldsboronc.gov)

Signature Date: 2023-03-30 - 2:09:03 PM GMT - Time Source: server

 Document emailed to fbrown@goldsboronc.gov for signature

2023-03-30 - 2:09:05 PM GMT

 Email viewed by fbrown@goldsboronc.gov

2023-03-30 - 10:35:39 PM GMT

 Signer fbrown@goldsboronc.gov entered name at signing as Felicia L. Brown

2023-03-30 - 10:40:00 PM GMT

 Document e-signed by Felicia L. Brown (fbrown@goldsboronc.gov)

Signature Date: 2023-03-30 - 10:40:02 PM GMT - Time Source: server

 Document emailed to Catherine Gwynn (cgwynn@goldsboronc.gov) for signature

2023-03-30 - 10:40:03 PM GMT

 Email viewed by Catherine Gwynn (cgwynn@goldsboronc.gov)

2023-03-31 - 12:26:28 PM GMT

 Document e-signed by Catherine Gwynn (cgwynn@goldsboronc.gov)

Signature Date: 2023-03-31 - 12:27:01 PM GMT - Time Source: server


 Document emailed to tsalmon@goldsboronc.gov for signature

2023-03-31 - 12:27:03 PM GMT

 Email viewed by tsalmon@goldsboronc.gov

2023-03-31 - 4:12:34 PM GMT

 Signer tsalmon@goldsboronc.gov entered name at signing as Timothy M. Salmon
2023-03-31 - 7:21:57 PM GMT

 Document e-signed by Timothy M. Salmon (tsalmon@goldsboronc.gov)
Signature Date: 2023-03-31 - 7:21:59 PM GMT - Time Source: server

 Agreement completed.
2023-03-31 - 7:21:59 PM GMT

Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

SUBJECT: Center Street Jam Concert Series – Temporary Street Closure

BACKGROUND: The City of Goldsboro's Downtown Development Dept., in conjunction with the Downtown Goldsboro Development Corporation looks forward to hosting the annual Center Street Jam Summer Concert Series. The Center Street Jam is a community-favorite event, bringing crowds of 1500 – 3500 to enjoy live music, fellowship and food from local vendors. As always, Center Street Jam concerts are free, family-friendly and open to the public.

DISCUSSION: The events will be hosted every other Thursday from 6:00pm – 9:00pm at The HUB in the 200 block of South Center Street. Event dates are May 4th, May 18th, June 1st, June 15th, June 29th, July 13th, July 27th, and August 10th. For the safety of event-goers, the Downtown Development Department and DGDC are requesting the closure of the northbound lane of South Center Street from Spruce to Chestnut and a partial closure of East Chestnut from Center Street to the Chestnut Street PD parking lot entrance from 4:00pm – 9:30pm.

As with all downtown events, affected city departments will be contacted and the following concerns are to be addressed:

1. All intersections remain open for Police Department traffic control.
2. A 14-foot fire lane is to be maintained to provide access for fire and emergency vehicles.
3. All activities, change in plans, etc., will be coordinated with the Police Department.
4. The Police and Fire Departments and Public Works Departments are to be involved in the logistical aspects of the Event.

RECOMMENDATION: By motion, grant the requested temporary closing of the northbound lane of South Center Street from Spruce to Chestnut Street and a partial closure of East Chestnut Street from Center Street to the Chestnut Street PD parking lot entrance, as stated above.

Date: 4-5-23


Mike West, Police Chief

Date: 4/10/23


Tim Salmon, City Manager

CITY OF GOLDSBORO
SPECIAL EVENTS/PARADE/STREET CLOSING
PERMIT APPLICATION

****In the event of a street closing or carnival, an application should be submitted at least 30 days prior to your parade or special event.**

I. General Information

Type of Event: (please check all that apply)

☐ Parade ☐ Run/Walk ☒ Festival ☒ Street Closure ☐ Carnival ☐ Other (explain): _____

Event Name: Center Street Jam Summer Concert Series

Event Date(s): May 4, 18, June 1, 15, 29, July 13, 27, Aug 10 **Event Website:** www.downtowngoldsboro.com

Inclement Weather/Rain Date(s): N/A

Description of Event (Please briefly describe the event.)

Free outdoor summer concert series, includes live music, food vendors, beverage sales and kids' activities

Requested Event Location: HUB - 200 S Center Street

Event Start Time/End Time: 6pm-9pm

Set-Up: Date & Time (start/end): 8am on the day of each event

Dismantle (Completion): Date & Time (start/end): 9:30-10p,

Estimated Daily Attendance: 2000+

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 4pm-9:30pm

If yes, please list the streets that you are requesting to be closed:

S. Center Street, northbound lane only, from Spruce to Chestnut

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Downtown Goldsboro Development Corporation/COG

Are you a non-profit? ☒ Yes ☐ No **If yes, are you:** ☒ 501c (3) ☐ 501c (6) ☐ Place of worship

Applicant Name: Kayla Jones **Title:** Marking & Admin

Address: 116 N Center Street

City: Goldsboro **State:** NC **Zip:** 27530 **Phone:** 919-735-4959

Cell Phone: _____ **Email:** kjjones@goldsboronc.gov

Day of Event Contact:

Name: Kayla Jones Phone: 919-735-4959

III. Event Map

For Run/Walk/Parade/Carnival- FORMATION AREA LOCATION: _____

For Run/Walk/Parade/Carnivals- STARTING POINT: _____

For Run/Walk/Parade/Carnival- ENDING POINT: _____

***Please provide a detailed map of your event, including race/walk/parade route(s), stage(s), inflatables, rides, booths, tents, parking, etc. (Please attach additional pages as needed.)**

See Attached

IV. RESTROOMS & SITE CLEANUP (Bathroom facilities are required for events lasting longer than two hours and must be ADA compliant.)

One Port-A-Jon is recommended per 100 people, and is based on event duration instead of number of participants.

How do you plan to handle restroom services? ☐ Portable Toilets ☐ Other

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

HUB Restrooms

If no portable toilets will be provided, how will these requirements be handled?

How do you plan to remove garbage and/or recycling? (City receptacles must be requested separately no less than 30 days prior to the event. Contact the Public Works Department at 919-750-7450.)

City receptacles

V. Event Details: Please answer the following questions regarding your event.

☒ Yes ☐ No Does the event involve the sale of food?

☒ Yes ☐ No Does the event involve the sale of alcohol?

If "YES" has the health department been notified?

➤ For events with food, a letter from the health department must be submitted 30 days prior to the event.

○ Health Department: (919) 731-1000

➤ The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.

○ NC ABC Commission: (919) 779-0700

☒ Yes ☐ No Will there be **musical entertainment** at your event?

If "YES", please provide the following information:

➤ Amplification? ☐ Yes ☐ No

Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.

☐ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:

➤ Approximate Number of tents: 6

➤ Approximate Sizes: 10X10

➤ Will any tent exceed 400 sq. feet in area? ☐ Yes ☒ No

Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.

▪ **City of Goldsboro Inspections Department (919) 580-4385**

☒ Yes ☐ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)

☐ Yes ☒ No Will **admission fees** be charged to attend this event?

If "YES", provide the cost(s) of all tickets: _____

☒ Yes ☐ No Will **fees be charged to vendors** to participate in this event?

If "YES", please provide the schedule of fees: \$100, food vendors only

☒ Yes ☐ No Applicant has read, in its entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. The Policy Regarding the Use of City-Owned Property for Special Events is available at <http://www.goldsboronc.gov/special-events/>.

***The temporary closing of a NC Department of Transportation Street would be at the discretion of the NC Department of Transportation.**

VI. Miscellaneous:

Parking:

• How will overall patron parking be accommodated for this event? Public Parking

Note: You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.

Special Information and Conditions of receiving a Special Event / Parade Permit:

Insurance:

*General Liability Insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance. If the event requires additional insurance, the Finance Director will notify the Police Department and City Manager's Office. Some events, such as carnivals, require a minimum of \$5 million dollars in either general liability insurance or umbrella insurance coverage to be determined at the discretion of the city manager and shall be in place at the time such structure is to be occupied or such place of assembly is established for use by the public. The City shall be added as an additional insured on said policy for any and all relevant times to the operation and/or carnival presence.*

Application Fee: An application fee of \$25.00 for special events and \$50.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

Event Cancellation: At this time, we do not anticipate canceling any events already permitted, however with ongoing national security concerns and the possible unavailability of city and police resources, this could occur. If this action is necessary, applicants will be given notice in a timely manner. New requests may be denied or adjusted for the same reason.

Public Safety: The City of Goldsboro reserves the right to require security and medical personnel for your event.

Police: The Goldsboro Police Department shall determine the number of police officers needed to appropriately manage security, as well as the time when such services shall commence. The Applicant may be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City of Goldsboro for the costs of providing on-duty law enforcement officers, to appropriately manage the event. Please contact the City of Goldsboro's Police Department Off-Duty Coordinator at 919-580-4223.

Prohibited Items: No firearms or illegal drugs are allowed.

Policy of Non-Discrimination: City facilities are available on a non-discriminatory basis. Appropriate activities need to accommodate individuals regardless of age, sex, race, color, religion, national origin, physical or mental disabilities, affection preference or marital status. The City of Goldsboro does not discriminate on the basis of disability in admission, access, treatment or employment in its programs or activities.

Additional Rules Pertaining to Events:

1. Vehicles will only be in designated parking areas.
2. All animals must be leashed as outlined in COG Code of Ordinances 91.15;91.18.
3. Applicant will respect neighboring property/business owners with respect to noise.
4. Applicant understands that it will not be the responsibility of the Police Department to relocate vehicles parked along any portions of the streets to be closed prior to the event.
5. Applicant is required to ensure the areas used are clean and free of debris. Please note that there will be a cleaning fee charged if the area is not clean.

Alcoholic Beverages:

*(If consumption of alcohol is planned on property for event, the following additional requirements **MUST** be met.)*

1. All necessary ABC permits must be issued by the State and copies are provided with this application.
2. Signs shall be posted and visible at all exit points at the special event stating that it is unlawful to remove alcoholic beverages in opened or sealed containers from the premises.
3. Areas where alcohol will be consumed, served or sold must clearly be defined and delineated on the premises by barricades, caution tape or other acceptable means.
4. All necessary ABC permits must be issued by the State and copies provided with this application. Follow steps outlined at www.abc.nc.gov/permits.
5. Off-duty law enforcement officers are required to be on-site if alcohol is present at the event. The number of officers required will be determined by the Goldsboro Police Department.

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

****For street closing applications: the Goldsboro Police Department will notify the applicant when the Goldsboro City Council has approved the permit.**

Agreement

I have read and understand this application and the requirements placed upon this applicant and organization. I agree to abide by the City of Goldsboro rules, regulations and ordinances should my permit application be approved. I will fulfill the requirements placed upon this permit application.

Authorized Signature: Kayla Jones Digitally signed by Kayla Jones Date: 2023.03.30 11:47:53 -04'00' Date: 3/30/23
Organization: Downtown Goldsboro Development Corporation/COG

Please return this application and all supporting documentation by email, mail or in person to:

Goldsboro Police Department
Community Police Services
204 S. Center Street
Goldsboro, NC 27530
spowers@goldsboronc.gov

CANCELLATION POLICY: Written notification of intent to cancel your event must be received in writing a minimum of 21 days prior to the scheduled event date to Sgt. Steven Powers at spowers@goldsboronc.gov.

Steven Powers

For Inner Office Use Only:

Michael D. West
Michael D. West (Apr 10, 2023 07:29 EDT)
Goldsboro Police Department Representative

Apr 10, 2023
Date

James Farfour
James Farfour (Apr 10, 2023 08:52 EDT)
Goldsboro Fire Department Representative

Apr 10, 2023
Date

Erin Fonseca
Erin Fonseca (Apr 10, 2023 09:44 EDT)
Downtown Goldsboro Representative

Apr 10, 2023
Date

Richard Fletcher
Richard Fletcher (Apr 10, 2023 10:41 EDT)
Public Works Department Representative

Apr 10, 2023
Date

Felicia L. Brown
Felicia L. Brown (Apr 10, 2023 11:00 EDT)
Parks and Recreation Department Representative

Apr 10, 2023
Date

Finance Director

Date

City Manager's Signature
(Use of City Owned Lots/Non-Street Closings and Carnivals)

Date

February 2023



Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of Downtown Goldsboro Development Corporation from the City of Goldsboro and hereby agrees to indemnify and hold the City of Goldsboro, its officers, agents and employees harmless from all claims, liabilities, demands, expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any acts or omissions, active or passive, related to operating an event on the city's property.

This the 30 day of March, 2023.

Kayla Jones

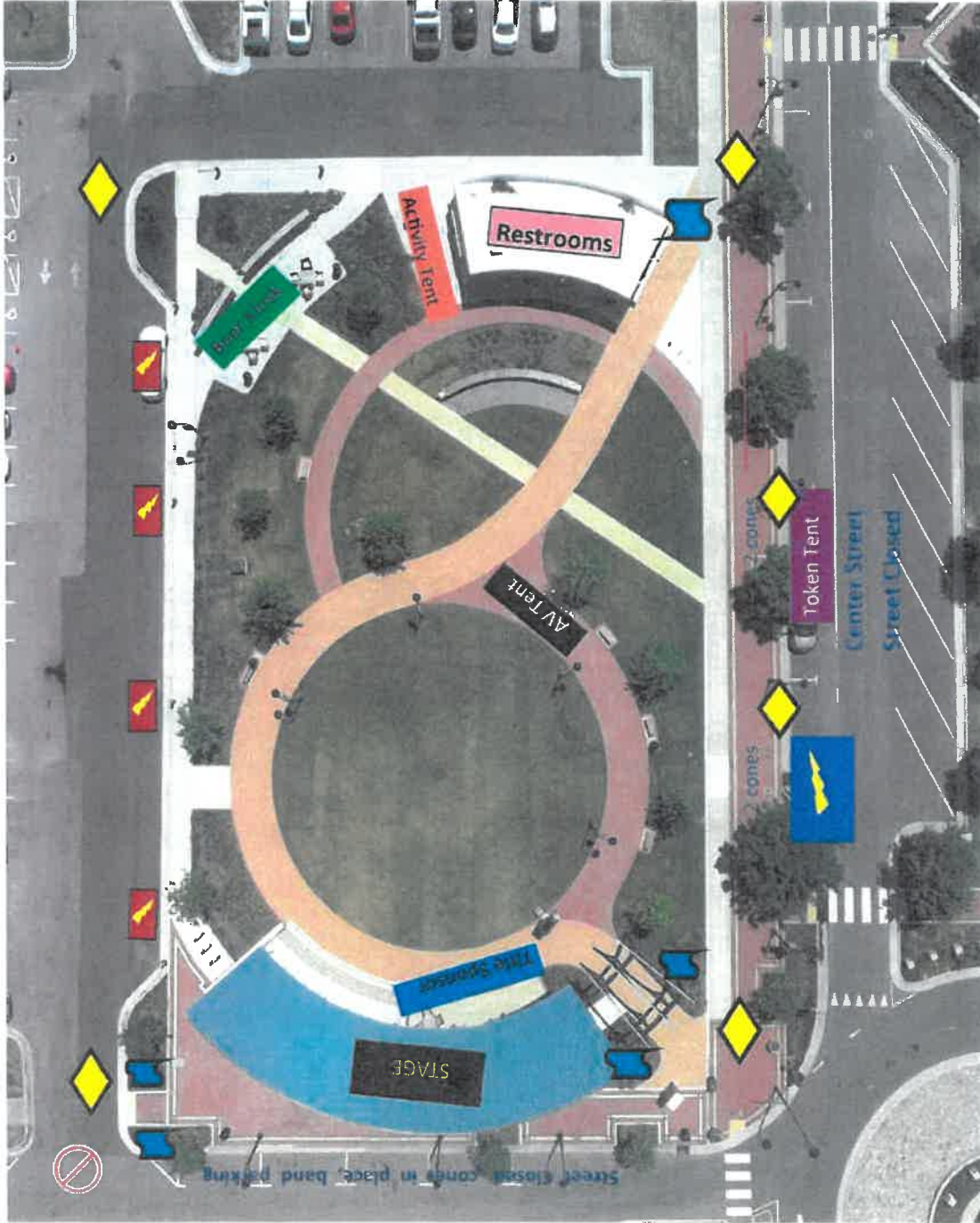
Digitally signed by Kayla Jones
Date: 2023.03.30 11:49:02 -04'00'

(SEAL)

(Applicant & Authorized Representative of Event)

This form must be completed, signed and returned with the completed application.

The HUB 200 S. Center Street



- Activity Tent**
1 tent, 1 table
- AV Tent**
1 tent, 1 chair
- Beer Kiosk**
1 tent, fan
- Title Sponsor**
Each get 1 tent, 1 table, 1-2 chairs, fan
- Beer Wagon**
fan
- Food Truck**
X4
- Token Tent**
3 tables, 2 tents, 3 chairs, barrel cool-
- Feather Flag**
- DBL Sided Sign**

- Public Restrooms**
- Cones**
- Entrance Block**
- Stantions**



DOWNGOL-01

LMUSSELMAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/17/2023

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

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

PRODUCER Crawford-Henderson, Inc. PO Box 10885 Goldsboro, NC 27532	CONTACT NAME: Lisa B. Musselman	
	PHONE (A/C, No, Ext): (919) 778-8400	FAX (A/C, No): (919) 751-2142
INSURED Downtown Goldsboro Development Corporation P.O. Box 202 Goldsboro, NC 27533-0202	E-MAIL ADDRESS: lisam@crawhen.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: The Cincinnati Insurance Co.	
	INSURER B: Cincinnati Specialty	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC #		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	EPP0663548	8/25/2022	8/25/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COM/OP AGG \$ 2,000,000
	OTHER:					
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR		EPP0663548	8/25/2022	8/25/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
B	Special Events		CSU0194679	8/25/2022	8/25/2023	Limit 1,000,000
B	Liquor Liability		CSU0194679	8/25/2022	8/25/2023	Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Center Street Jam to be held on Center Street from 6:00-8:00 pm. 5/4/2023, 5/18/2023, 6/1/2023, 6/15/2023, 6/29/2023, 7/13/2023, 07/27/2023 and 8/10/2023. The City of Goldsboro is additional insured.

CERTIFICATE HOLDER

CANCELLATION

City of Goldsboro
200 N. Center Street
Goldsboro, NC 27530

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

AUTHORIZED REPRESENTATIVE

ADDENDUM # 1

2023 Center Street Jam Concert Series | April 3, 2023

The following information is provided to the Goldsboro City Officials and Applicant for the above named Special Events and shall become a part of the Special Events/Parade/Street Closing Permit Applications submitted by the applicant with all Center Street Jam Concert Series Activities. No consideration will be allowed due to any potential applicant not being aware of or familiar with this addendum.

The following revisions supersede the information contained in the original Special Events/Parade/Street Closing Permit Applications and specifications issued for the above name Special Events. This Addendum # 1 contains 2 page in total.

This purpose of this Addendum is to make the following changes/updates:

Changes:

- The addition to the list of streets that are being requested to be closed.

Updates:

- Update the original street closure listed on the original Special Events/Parade/Street Closing Permit Application, "S. Center Street, northbound lane only, from Spruce to Chestnut", to include "the partial closure of Chestnut Street from Center Street to the Chestnut Street Public Safety Complex parking lot entrance".

NO OTHER CHANGES OR UPDATES

2023 Center Street Jam Concert Series Addendum #1

City officials who signed the original Special Events/Parade/Street Closing Permit Applications and the Applicant must acknowledge receipt of this addendum in order for a permit to be issued. If the addendum includes any changes to road closures passed by the city council, city council must be informed and agree to the changes.

Applicate Signature

Michael D. West

Michael D. West (Apr 5, 2023 12:15 EDT)

Goldsboro Police Department Representative

James Farfour

James Farfour (Apr 3, 2023 16:26 EDT)

Goldsboro Fire Department Representative

Erin Fonseca

Erin Fonseca (Apr 3, 2023 16:17 EDT)

Downtown Goldsboro Representative

Richard Fletcher

Richard Fletcher (Apr 5, 2023 07:09 EDT)

Public Works Department Representative

Felicia L. Brown

Felicia L. Brown (Apr 3, 2023 12:37 EDT)

Parks and Recreation Department Representative

Catherine J. Morgan

Finance Director

[Signature]

City Manager's Signature

Date

Apr 5, 2023

Date

Apr 3, 2023

Date

Apr 3, 2023

Date

Apr 5, 2023

Date

Apr 3, 2023

Date

Apr 3, 2023

Date

Apr 5, 2023

Date

END OF ADDENDUM

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING**

SUBJECT: **SET PUBLIC HEARING**
Contiguous Annexation Petition – Perry Real Estate
Group – Located at the intersection of New Hope Rd. &
Hare Rd.

Tax Parcel #: 3610839018 & 3610828686

Acreage: 32.70 acres

BACKGROUND: The City Council, at their meeting on April 3, 2023,
requested that the City Clerk examine the voluntary
contiguous annexation petition for sufficiency.


On April 4, 2023, the City Clerk completed the
examination and determined that the petition is sufficient.
Sufficiency indicates that all property owners have signed
the petition for voluntary annexation and that all
information listed upon the application is accurate.

DISCUSSION: Pursuant to G. S. 160A-31, Council shall fix a date for
public hearing on the annexation once the petition is
considered sufficient by the City Clerk.

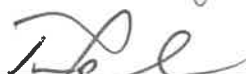
The attached Notice of Public Hearing would schedule May
1, 2023, as the date for the public hearing. A report
prepared by the Planning Department, in conjunction with
other City departments, will be submitted to the Council on
that date.

RECOMMENDATION: By motion, schedule a public hearing for the proposed
voluntary contiguous annexation of Perry Real Estate
Group, Tax Parcels 3610839018 & 3610828686 for May 1,
2023.

Date: 4/6/23


Austin Brinkley, Interim Planning Director

Date: 4/10/23


Timothy Salmon, City Manager

NOTICE OF PUBLIC HEARING
ANNEXATION OF CONTIGUOUS PROPERTY TO THE CITY OF GOLDSBORO, NORTH
CAROLINA

Notice is hereby given that, in compliance with Section 160A-31 of the General Statutes of North Carolina, there will be a public hearing before the City Council of the City of Goldsboro, North Carolina, at its regular meeting in the Council Chambers, City Hall on **Monday, May 1, 2023, at 7:00 p. m.** relative to the annexation of the real contiguous property identified as Tax Parcels 3610839018 & 3610828686, hereinafter described to the City of Goldsboro.

At this public hearing, all persons owning property in the area proposed to be annexed who allege error in the Petition for Annexation filed in this matter, as well as residents of the City of Goldsboro who question the necessity for annexation, will be given an opportunity to be heard along with the proponents of such annexation. The description of the area proposed to be annexed is as follows:

TRACT 1: BEGINNING at a PK nail at the centerline intersection of N. C. Secondary Road No. 1003 (New Hope Road) and N. C. Secondary Road No. 1570 (Hare Road); thence from the beginning, with the centerline of N. C. Secondary Road No. 1570 (Hare Road), N. 74° 12' 12" E. 150.00 feet to a Mag nail in said road center; thence continuing with said road center, N. 74° 12' 12" E. 16.69 feet to a Mag nail in said road center; thence continuing and with said road center, N. 74° 12' 12" E. 20.32 feet to a Mag nail in the centerline of N. C. Secondary Road No. 1570 (Hare Road); thence with said road center, along a curve to the left having an arc distance of 97.02 feet, a radius of 430.00 feet (a chord), N. 67° 47' 11" E. 96.81 feet to a PK nail in said road center; thence leaving said road center, S. 53° 31' 46" E. 32.83 feet to an iron stake on the Eastern right of way of N. C. Secondary Road No. 1570 (Hare Road); thence leaving said road right of way, S. 53° 31' 46" E. 27.38 feet to an iron stake; thence with the line of the property of Paul B. Drohan et al, and to and with the center of a ditch, N. 81° 55' 00" E. 314.32 feet to a point in said ditch center; thence leaving the ditch, and with the line of the property of Eugene L. Grandy, N. 09° 51' 31" E. 82.97 feet to a point; thence with the line of the property of Eugene L. Grandy, N. 53° 31' 27" W. 185.85 feet to a point on the Eastern right of way of N. C. Secondary Road No. 1570 (Hare Road); thence continuing N. 53° 31' 27" W. 30.16 feet to a point in the centerline of N. C. Secondary Road No. 1570 (Hare Road); thence with said road center, the following bearings and distances: N. 31° 21' 19" E. 59.17 feet, N. 31° 19' 29" E. 51.00 feet, N. 31° 11' 23" E. 49.38 feet, N. 32° 20' 37" E. 99.29 feet to a point in the center of N. C. Secondary Road No. 1570 (Hare Road); thence leaving said road center, S. 58° 44' 27" E. 30.00 feet to a point on the Eastern right of way of N. C. Secondary Road No. 1570 (Hare Road); thence leaving said road right of way, with the line of the property of Walter Lee Battle, S. 58° 44' 27" E. 200.00 feet to a point; thence with the line of the property of Walter Lee Battle, and to and with the line of the property of Sean B. Greenfield et al, N. 31° 15' 33" E. 414.06 feet to a point in the center of a ditch, Sean B. Greenfield et al most Northeastern property corner as shown by deed recorded in Deed Book 3311, Page 676 in the Wayne County Registry; thence with the center of a ditch and with the line of John Bell Subdivision, Section One as shown on plat recorded in Plat Cabinet F, Slide 214 in the Wayne County Registry, and with the line of John Bell Subdivision, Section Two as shown on plat recorded in Plat Cabinet F, Slide 286 in the Wayne County Registry, S. 61° 26' 21" E. 239.24 feet to a point at a bend in the ditch; thence with the

center of the ditch, S. 73° 58' 21 " E. 854.00 feet to a point in said ditch center; thence leaving the ditch and with the line of the property of Lottie M. Bell, S. 09° 17' 21" E. 100.00 feet to a point; thence with the line of the property of Yvonne W. Parnell, S. 80° 11' 00" W. 958.97 feet to an iron pipe; thence with the line of the property of Yvonne W. Parnell, S. 06° 53' 23" E. 400.00 feet to an iron stake; thence continuing, and with the line of the property of Yvonne W. Parnell, S. 06° 53' 23" E. 200.00 feet to an iron stake; thence with the line of the property of Yvonne W. Parnell, S. 32° 39' 41" W. 129.84 feet to a concrete monument, the most Northeastern corner of the property of Greenbrier Office Park, LLC as shown by deed recorded in Deed Book 2406, Page 222 in the Wayne County Registry; thence continuing and with the line of the property of Greenbrier Office Park, LLC, S. 82° 39' 41" W. 247.53 feet to an iron stake; thence continuing and with the line of the property of Greenbrier Office Park, LLC, S. 82° 39' 41" W. 805.45 feet to a concrete monument on the Eastern right of way of N. C. Secondary Road No. 1003 (New Hope Road); thence continuing S. 82° 39' 41 " W. 31.95 feet to a point in the centerline of N. C. Secondary Road No. 1003 (New Hope Road); thence with the centerline of N. C. Secondary Road No. 1003 (New Hope Road), N. 12° 45' 57" E. 122.47 feet to a point in said road center; thence with said road center, along a curve to the left having an arc distance of 89.13 feet, a radius of 973.06 feet (a chord), N. 10° 08' 30" E. 89.10 feet to a point in said road center; thence with said road center, along a curve to the left having an arc distance of 248.77 feet, a radius of 973.06 feet (a chord), N. 00° 11' 36" E. 248.10 feet to a point in said road center; thence with said road center, along a curve to the left having an arc distance of 150.15 feet, a radius of 973.06 feet (a chord), N. 11° 33' 05" E. 150.00 feet to a PK nail at the centerline intersection of N. C. Secondary Road No. 1003 (New Hope Road) and N. C. Secondary Road No. 1570 (Hare Road), the point of beginning containing 28.489 Acres more or less including the right of way of N. C. Secondary Road No. 1003 (New Hope Road) and the right of way of N. C. Secondary Road No. 1570 (Hare Road), or 27.706 Acres more or less excluding the right of way of N. C. Secondary Road No. 1003 (New Hope Road) and the right of way of N. C. Secondary Road No. 1570 (Hare Road).

TRACT 2: BEGINNING at a point in the centerline of N. C. Secondary Road No. 1003 (New Hope Road), said beginning point being located S. 11° 33' 05" E. 150.00 feet, S. 00° 11' 36" W. 248.10 feet, S. 10° 08' 30" W. 89.10 feet, S. 12° 45' 57" W. 122.47 feet from a nail at the centerline intersection of N. C. Secondary Road No. 1570 (Hare Road) and N. C. Secondary Road No. 1003 (New Hope Road); thence from the beginning with the centerline of N. C. Secondary Road No. 1003 (New Hope Road), S. 12° 45' 26" W. 102.60 feet to a point in said road center; thence with said road center, S. 11° 26' 25" W. 109.48 feet to a point in the centerline of N. C. Secondary Road No. 1003 (New Hope Road); thence leaving said road center. N. 82° 39' 41" E. 31 .69 feet to an iron stake on the Eastern right of way of N. C. Secondary Road No. 1003 (New Hope Road); thence leaving said road right of way, N. 82° 39' 41 " E. 70.75 feet to an iron stake; thence continuing N. 82° 39' 41 " E. 805.45 feet to an iron stake; thence continuing N. 82° 39' 41" E. 150.00 feet to an iron stake; thence continuing N. 82° 39' 41" E. 97.53 feet to a point; thence N. 07° 20' 19" W. 200.00 feet to a concrete monument; thence with the line of the property of Perry Real Estate Group, LLC, S. 82°

39' 41" W. 247.53 feet to an iron stake; thence continuing and with the line of the property of Perry Real Estate Group, LLC, S. 82° 39' 41" W. 805.45 feet to a concrete monument on the Eastern right of way of N. C. Secondary Road No. 1003 (New Hope Road), the most Southwestern corner at said road right of way of the property of Perry Real Estate Group, LLC as shown by map recorded in Plat Cabinet L, Slide 7-G in the Wayne County Registry; thence continuing S. 82° 39' 41" W. 31 .95 feet to a point in the centerline of N. C. Secondary Road No. 1003 (New Hope Road), the point of beginning containing 5.146 Acres more or less including the right of way of N. C. Secondary Road No. 1003 (New Hope Road), or 5.000 Acres more or less excluding the right of way of N. C. Secondary Road No. 1003 (New Hope Road).

All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require a sign language interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the meeting.

Laura Getz, City Clerk

Ronald T. Lawrence, City Attorney

PUBLISH: 4/19/2023


CERTIFICATE OF SUFFICIENCY

To the City Council of the City of Goldsboro, North Carolina:

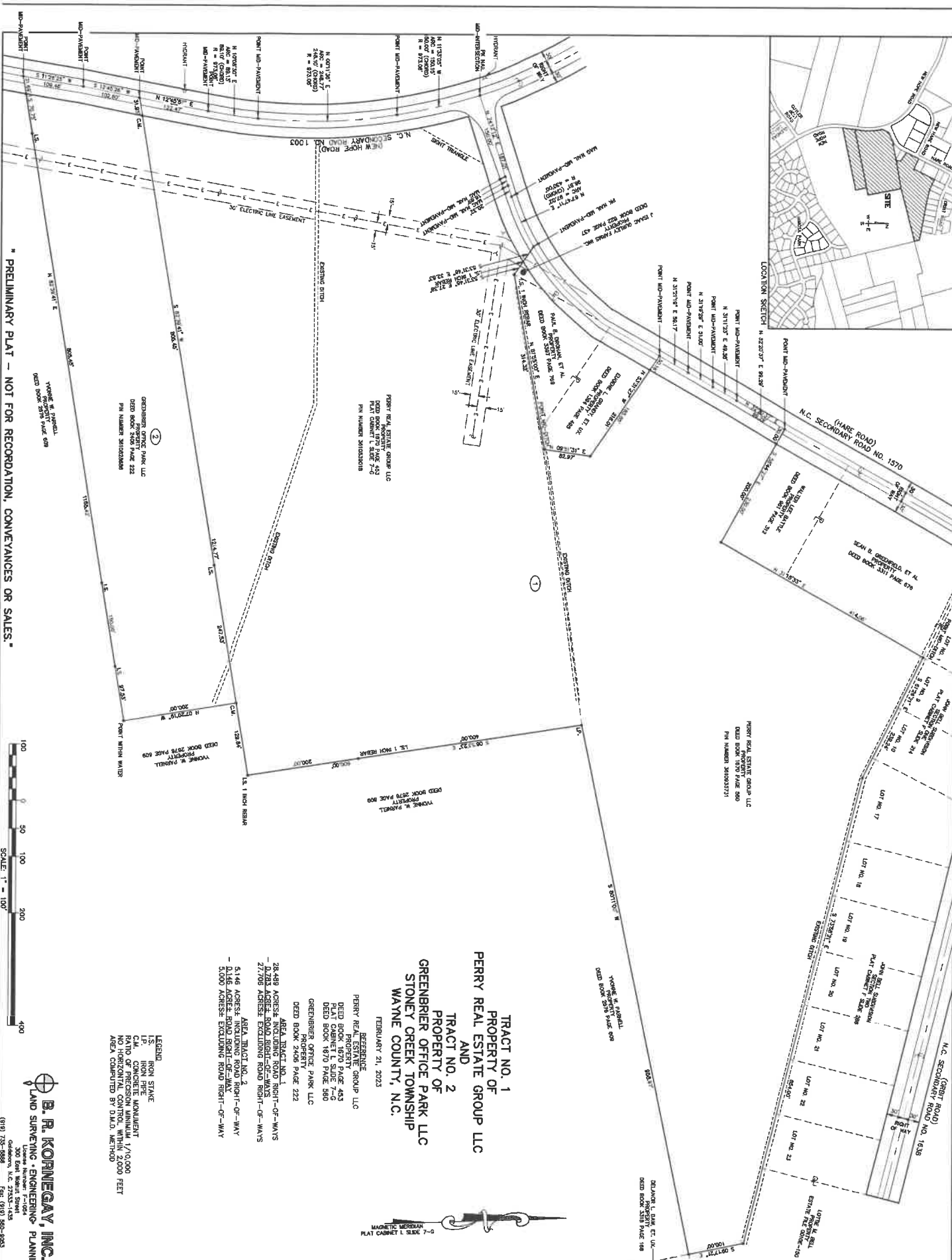
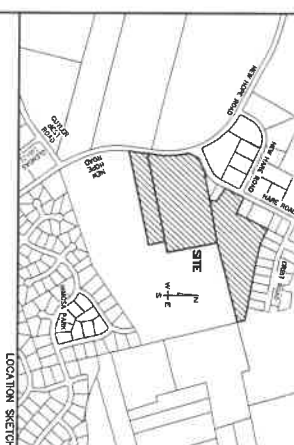
I, Laura Getz, duly appointed City Clerk of the City of Goldsboro, do hereby certify that, pursuant to directions given me by you, the sufficiency of the Petition for Annexation of Contiguous Real Property to the City of Goldsboro, North Carolina, has been investigated. Such petition being dated February 21, 2023, executed by David Perry, PO Drawer E, Goldsboro, NC 27533 and filed with the City Council on April 3, 2023 and that as a result of such investigation, I find such Petition sufficient and in compliance with the provisions of General Statute 160A-31.

Witness my Hand and the Seal of the City of Goldsboro, North Carolina, this the 4th day of April 2023.





Laura Getz
City Clerk
City of Goldsboro
Goldsboro, North Carolina

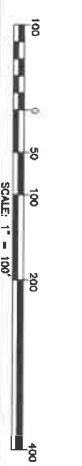


TRACT NO. 1
PROPERTY OF
PERRY REAL ESTATE GROUP LLC
AND
TRACT NO. 2
PROPERTY OF
GREENBRIER OFFICE PARK LLC
STONEY CREEK TOWNSHIP
WAYNE COUNTY, N.C.

REFERENCE
PERRY REAL ESTATE GROUP LLC
DEED BOOK 1670 PAGE 453
PLAT CABINET L SLIDE 7-3
DEED BOOK 1670 PAGE 580
GREENBRIER OFFICE PARK LLC
PROPERTY
DEED BOOK 2408 PAGE 222

28.489 ACRES, INCLUDING RIGHT-OF-WAYS
- 0.2783 ACRES, ROAD RIGHT-OF-WAYS
27.705 ACRES, EXCLUDING ROAD RIGHT-OF-WAYS
AREA, TRACT NO. 2
51.66 ACRES, INCLUDING ROAD RIGHT-OF-WAY
- 0.116 ACRES, ROAD RIGHT-OF-WAY
50.00 ACRES, EXCLUDING ROAD RIGHT-OF-WAY

LEGEND
I.S. IRON STAKE
I.F. IRON PIPE MONUMENT
C.A.T.O. CONCRETE MONUMENT
S.A.T.O. SURVEY MONUMENT
NO HORIZONTAL CONTROL WITHIN 2,000 FEET
AREA COMPUTED BY D.M.D. METHOD



" PRELIMINARY PLAT - NOT FOR RECORDATION, CONVEYANCES OR SALES."

Contiguous Annexation Petition Perry Real Estate



ANNEXATION

REQUEST: CONTIGUOUS ANNEXATION

APPLICANT: Perry Real Estate

LOCATION: Located at the intersection of New Hope Rd. & Hare Rd.

0 50 100 200
Feet



GOLDSBORO
BE MORE DO MORE SEYMOUR

North Carolina

The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING**

Removed from Agenda

**SUBJECT: ANNEXATION ORDINANCE REVISION
Election District Decision– Magnolia Grove Subdivision
Located on the east and west side of Eleventh St. between
Norwood Ave. and Englewood Dr.**

**BACKGROUND: The City Council, at their meeting on November 7, 2022,
held a public hearing to discuss the potential annexation of
Magnolia Grove into the municipal limits of Goldsboro.**


City Council determined that the subject annexation area
met all the requirements of G.S. 160A-31 regarding
contiguous annexations and adopted the attached Ordinance
annexing Magnolia Grove subdivision effective December
30, 2022.

**DISCUSSION: At the time of the annexation, staff determined that the
newly annexed area shall be added to and become a part of
Electoral District 3 or 5 or shall become a combination of
the two districts.**

After consultation with the City's redistricting consultants,
Poyner-Spruill LLP, staff recommends assigning Magnolia
Grove subdivision to Electoral District 5 due in part that
most of the annexed area is contiguous to District 5 and for
the fact that district boundaries should follow natural
boundaries and physical features such as roads, waterways,
creeks, etc. Also, City Council desires for neighborhoods
not to be split by electoral district boundaries.

**RECOMMENDATION: By motion, adopt the revised annexation ordinance
attached assigning the annexed area to Electoral District 5
effective April 17, 2023.**

Date: 4/6/23


Austin Brinkley, Interim Planning Director

Date: 4/10/23


Timothy Salmon, City Manager

ORDINANCE NO. 2023 -

A REVISION ORDINANCE ANNEXING CERTAIN CONTIGUOUS REAL PROPERTY TO THE CITY OF GOLDSBORO, NORTH CAROLINA

WHEREAS, after notice duly given in compliance with the pertinent provisions of Chapter 160A-31 of the General Statutes of North Carolina, a public hearing was held before the City Council of the City of Goldsboro, North Carolina, at a regular meeting held in the City Hall in Goldsboro on **November 7, 2022** relative to the annexation of the contiguous real property hereinafter described to the City of Goldsboro, the property was officially annexed into the City of Goldsboro on **December 30, 2022**, the property hereinafter described was not assigned to a specific electoral district at the time of annexation; and

WHEREAS, at said public hearing all persons owning property in the area proposed to be annexed who alleged error in the Petition for Annexation, as well as residents of the City of Goldsboro who question the necessity for annexation, were given an opportunity to be heard along with proponents of such annexation; and

WHEREAS, after the completion of said public hearing, the City Council has determined that the Petition for Annexation meets the requirements of said Section 31 of Chapter 160A of the General Statutes of North Carolina, and has further determined, after due and careful deliberation, that it is for the best interest of the City of Goldsboro and its citizens that the contiguous real property proposed to be annexed be annexed to the City of Goldsboro; and

WHEREAS, as a result of said annexation, it is necessary to modify the boundaries of the six (6) single-member electoral districts of the City of Goldsboro as shown on a map entitled "Official Election District Boundaries" adopted **August 1, 2022** and to amend said map as hereinafter set forth; and

WHEREAS, the City Council finds it to be in the best interests of the City of Goldsboro to modify the boundaries of the electoral district in order to afford the citizens of the annexed area full participation in the electoral process of the City of Goldsboro and in order to comply with State and Federal law.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following described (metes and bounds) contiguous real property be and the same is hereby annexed to the City of Goldsboro:

Magnolia Grove

Beginning at a point whose Northing is 602582.167 and whose Easting is 2306808.067 ;
thence bearing N 35-55-54.447 W a distance of 525.509 feet ;
thence bearing N 35-56-14.294 W a distance of 495.892 feet ;
thence bearing N 35-54-50.793 W a distance of 249.183 feet ;
thence bearing N 35-40-31.480 W a distance of 14.362 feet ;
thence bearing S 47-13-26.682 W a distance of 364.160 feet ;
thence bearing S 55-33-8.033 E a distance of 281.520 feet ;
thence bearing S 40-8-9.258 W a distance of 529.030 feet ;
thence bearing N 58-17-20.328 W a distance of 731.550 feet ;
thence bearing N 44-17-40.690 E a distance of 1072.870 feet ;
thence bearing N 35-56-25.194 W a distance of 356.969 feet ;
thence bearing N 36-57-13.816 W a distance of 46.140 feet ;
thence bearing N 41-14-14.495 W a distance of 50.241 feet ;
thence bearing N 49-16-28.495 W a distance of 54.274 feet ;
thence bearing N 44-34-24.777 E a distance of 33.156 feet ;
thence bearing N 41-24-29.360 W a distance of 212.149 feet ;
thence bearing N 48-28-55.977 E a distance of 532.355 feet ;
thence bearing N 41-34-41.031 W a distance of 308.604 feet ;
thence bearing N 60-32-40.408 E a distance of 187.735 feet ;
thence bearing N 49-32-11.134 E a distance of 38.660 feet ;
thence bearing N 39-4-56.760 W a distance of 93.150 feet ;
thence bearing N 55-30-16.499 E a distance of 1408.511 feet ;
thence bearing S 13-2-31.503 E a distance of 92.753 feet ;
thence bearing S 15-23-34.764 W a distance of 15.720 feet ;
thence bearing S 18-37-21.236 E a distance of 174.760 feet ;

thence bearing S 31-11-28.236 E a distance of 86.220 feet ;
thence bearing S 1-28-31.236 E a distance of 21.230 feet ;
thence bearing S 54-3-45.236 E a distance of 18.160 feet ;
thence bearing S 41-43-5.236 E a distance of 22.690 feet ;
thence bearing S 18-5-4.236 E a distance of 26.540 feet ;
thence bearing S 29-44-43.236 E a distance of 26.760 feet ;
thence bearing S 12-45-1.236 E a distance of 23.190 feet ;
thence bearing S 1-8-50.764 W a distance of 28.180 feet ;
thence bearing S 17-31-27.764 W a distance of 33.720 feet ;
thence bearing S 20-51-7.236 E a distance of 53.510 feet ;
thence bearing S 17-6-5.236 E a distance of 16.880 feet ;
thence bearing S 25-23-5.236 E a distance of 40.290 feet ;
thence bearing S 29-9-31.764 W a distance of 50.150 feet ;
thence bearing S 5-5-18.764 W a distance of 105.634 feet ;
thence bearing S 47-43-57.292 W a distance of 6.737 feet ;
thence bearing S 47-43-57.292 W a distance of 888.198 feet ;
thence bearing S 41-8-52.663 E a distance of 381.635 feet ;
thence bearing S 48-27-18.820 W a distance of 333.570 feet ;
thence bearing S 41-14-26.605 E a distance of 290.652 feet ;
thence bearing N 53-2-57.585 E a distance of 107.536 feet ;
thence bearing N 45-20-4.002 E a distance of 100.839 feet ;
thence bearing N 26-27-26.869 E a distance of 247.255 feet ;
thence bearing N 43-59-50.947 E a distance of 330.176 feet ;
thence bearing N 71-41-49.111 E a distance of 65.099 feet ;
thence bearing N 80-44-53.767 E a distance of 230.230 feet ;
thence bearing N 80-44-53.767 E a distance of 6.456 feet ;
thence bearing S 20-14-44.236 E a distance of 1.717 feet ;
thence bearing S 20-14-44.236 E a distance of 219.800 feet ;
thence bearing S 9-48-15.236 E a distance of 37.050 feet ;
thence bearing S 64-27-22.764 W a distance of 30.840 feet ;
thence bearing S 82-8-10.764 W a distance of 20.840 feet ;
thence bearing S 27-41-29.764 W a distance of 12.040 feet ;
thence bearing S 36-47-15.236 E a distance of 51.850 feet ;
thence bearing S 18-16-12.236 E a distance of 35.760 feet ;
thence bearing S 31-34-21.236 E a distance of 25.160 feet ;
thence bearing S 39-32-55.236 E a distance of 58.420 feet ;
thence bearing S 21-24-49.236 E a distance of 72.630 feet ;
thence bearing S 53-0-45.236 E a distance of 37.520 feet ;
thence bearing S 25-34-36.236 E a distance of 87.880 feet ;
thence bearing S 45-16-1.236 E a distance of 107.080 feet ;
thence bearing S 43-12-6.236 E a distance of 131.990 feet ;
thence bearing S 37-58-58.236 E a distance of 21.400 feet ;
thence bearing S 53-23-50.236 E a distance of 28.430 feet ;
thence bearing S 44-56-30.236 E a distance of 2.810 feet ;
thence bearing S 44-56-30.236 E a distance of 30.960 feet ;
thence bearing S 36-27-20.236 E a distance of 52.640 feet ;
thence bearing S 44-17-49.236 E a distance of 38.340 feet ;
thence bearing S 48-43-1.236 E a distance of 21.260 feet ;
thence bearing S 64-46-22.236 E a distance of 26.740 feet ;
thence bearing S 41-50-50.236 E a distance of 48.650 feet ;
thence bearing S 37-45-30.236 E a distance of 30.520 feet ;
thence bearing S 53-43-45.236 E a distance of 23.590 feet ;
thence bearing S 29-12-51.236 E a distance of 12.220 feet ;
thence bearing S 44-27-4.236 E a distance of 38.220 feet ;
thence bearing S 49-24-31.236 E a distance of 40.050 feet ;
thence bearing S 43-52-48.236 E a distance of 40.570 feet ;
thence bearing S 38-8-20.236 E a distance of 44.280 feet ;
thence bearing S 52-29-30.236 E a distance of 30.950 feet ;
thence bearing S 46-42-8.236 E a distance of 41.750 feet ;
thence bearing S 35-2-35.236 E a distance of 34.690 feet ;
thence bearing S 49-1-57.236 E a distance of 75.977 feet ;
thence bearing S 54-11-13.770 W a distance of 1148.812 feet ;
thence bearing S 87-54-2.292 W a distance of 72.221 feet ;
thence bearing S 54-9-16.011 W a distance of 199.919 feet ;
thence bearing N 35-46-41.604 W a distance of 100.041 feet ;
thence bearing S 54-10-19.331 W a distance of 232.499 feet to the point of beginning.

LESS AND EXCEPT:

Beginning at a point whose Northing is 603791.601 and whose Easting is 2306768.398 ;
thence bearing N 42-59-35.586 W a distance of 66.111 feet ;
thence bearing N 55-50-41.513 E a distance of 609.824 feet ;
thence bearing S 42-53-8.196 E a distance of 66.000 feet ;
thence bearing S 31-47-35.808 E a distance of 420.000 feet ;
thence bearing S 63-0-55.220 W a distance of 239.926 feet ;
thence bearing N 31-51-40.141 W a distance of 390.130 feet ;
thence bearing S 55-48-42.693 W a distance of 369.942 feet to the point of beginning.

BE IT FURTHER ORDAINED THAT:

1. The City of Goldsboro will provide refuse service, fire, and police protection to the property;
2. The developer of the property will agree to be responsible for all costs associated with extending City water and sewer lines to serve the property;
3. The annexed area herein above identified be added to and become a part of Electoral District 5;
4. The boundaries of the six single-member electoral districts shall be modified and changed as shown on a map entitled "Official Election District Boundaries Map" adopted August 1, 2022;
5. The Director of Planning is directed to prepare an official map showing the district boundaries and to file a copy of the official map in the Office of the City Clerk as required by G. S. 160A-22 and G. S. 160A-23. Further, the City Clerk shall forward a copy of the official map to the Wayne County Board of Elections;
6. The effective date of this revision ordinance annexation for the property under consideration to establish the electoral district is **April 17th, 2023**; and

Adopted this 17th day of April, 2023.

David Ham, Mayor

Attested by:

Holly Jones, Deputy City Clerk

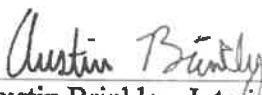
**CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING**

SUBJECT: FINAL ACTION
SU-3-22 – Gregory Sakas (Retail Sales) 4265 E. US Hwy 70

DISCUSSION: This Special Use Permit was DENIED by City Council on May 2, 2022. The decision of the City Council was appealed to the Superior Court of Wayne County and the denial was reversed by the Superior Court. The Superior Court of Wayne County has ORDERED Council to APPROVE SU-3-22, this is not eligible for further deliberation or discussion.

REQUIRED ACTION: Mayor Ham shall sign the order.

Date: 4 | 6 | 23


Austin Brinkley, Interim Planning Director

Date: 4/10/23


Timothy Salmon, City Manager

**CITY OF GOLDSBORO
ORDER APPROVING SU-3-22**

Written Decision

On Monday, April 18, 2022, at 7:00 p.m., the Goldsboro City Council, sitting as the Board of Adjustment, held a quasi-judicial hearing on matter SU-3-22, and on May 2, 2022, **DENIED** the special use request.

On Monday, March 27, 2023, this matter came before the Honorable Judge William Bland, the Senior Resident Superior Court Judge for Wayne County. This matter came before the Superior Court on an appeal seeking judicial review in the nature of certiorari of the quasi-judicial decision of the City Council of the City of Goldsboro, NC., which was a decision to **DENY**.

Findings of Fact

- 1.) The petitioner submitted a valid and complete application for SU-3-22.
- 2.) The report presented by the City of Goldsboro Planning Staff at the public hearing held on April 18, 2022, does not include any finding or conclusion that deems SU-3-22 to not comply with the City of Goldsboro Unified Development Ordinance.
- 3.) The report did not contain any finding or conclusion that to the effect that:
 - a. The development would not comply with the requirements of the UDO; or
 - b. The development would in any way endanger public health or welfare; or
 - c. The development would not be in harmony with existing developments and uses within the area in which it is located; or
 - d. The development would not be in general conformity with the Seymour Johnson AFB 2011 Air Installation Compatible Use Zone, Comprehensive Plan, Thoroughfare Plan, or any other plan officially adopted by the Council.
- 4.) No other evidence was presented at the April 18, 2022, public hearing.
- 5.) At the May 2, 2022, meeting, the City of Goldsboro Planning Director referenced an analysis done by Seymour Johnson AFB that concluded SU-3-22 was not compatible with the Air Installation Compatible Use Zone, the Planning Director indicated this was information that was not presented at the April 18, 2022, public hearing.
- 6.) The City of Goldsboro City Council voted to DENY SU-3-22 based off of information that was provided after the conclusion of the public hearing, held on April 18, 2022.

- 7.) The Superior Court of Wayne County, on March 27, 2023, reversed the decision made by the City of Goldsboro City Council on May 2, 2022, and has **ORDERED** the City of Goldsboro City Council to **APPROVE** SU-3-22.

Conclusion and Decision

Pursuant to NCGS 160D-1402(j) the Court determines that:

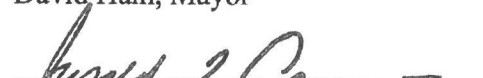
- a) The decision of the City of Goldsboro City Council was inconsistent with applicable procedures specified by statute or ordinance, in that Section 2.4.10 (C) requires that the decision must be based only on information submitted at the public hearing, but the City of Goldsboro City Council based its decision on information not submitted at the public hearing; and
- b) The decision to deny SU-3-22 was unsupported by competent, material, or substantial evidence in view of the entire record; in that (i) the finding that the development would not comply with the UDO, and would not be compatible with the AICUZ, was based on evidence not in the record; and (ii) no evidence whatsoever was presented, either properly during the April 18, 2022, public hearing, or even improperly at the May 2, 2022, Council meeting, to support the findings that the development would materially endanger the public health or welfare, or that the development would not be in harmony with existing development and uses within the area in which it is located.

Decision

BASED ON THE FORGOING FINDINGS OR FACT, AND CONCLUSIONS OF LAW, THE BOARD CONCLUDES AS A MATTER OF LAW that they have been **ORDERED** by the Superior Court of Wayne County to **APPROVE** SU-3-22; and therefore, the **COUNCIL HEREBY REVERSES ITS PRIOR DENIAL AND APPROVES SU-3-22.**

This the 17th day of April 2023.


David Ham, Mayor


Ronald T. Lawrence II, City Attorney

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

SUBJECT: Use of Public Utilities Capital Reserve to fund the purchase of a replacement Dump Truck for the Compost facility

BACKGROUND: Currently the City owns a 2003 Sterling Dump Truck assigned to the Compost facility. This Dump Truck is an essential piece of equipment that transports biosolids from the WRF to the Compost facility.

DISCUSSION: The Dump Truck needs replacement, due to age, milage (134,041 miles) and constant repairs. Staff is requesting \$171,000 out of the Utilities Capital Reserve to fund the replacement of the Compost Facility Dump Truck. The current estimated delivery for trucks is two years. Pricing for a tandem axle dump truck was received from Piedmont Trucking under the NC Sheriff's Association competitive bidding group Heavy Equipment Procurement Program Bid 22-06-0426R.

RECOMMENDATION: Staff recommends that the Council approve the use of the Public Utilities Capital Reserve fund in the amount of \$171,000 to purchase a tandem axle dump truck for the Compost Facility.

Date: 4-4-2023


Robert Sherman, Public Utilities Director

Date: 4/10/23


Timothy Salmon, City Manager

RESOLUTION NO. 2023- 32

**RESOLUTION OF INTENT TO
PURCHASE USING PROCUREMENT EXCEPTION**

WHEREAS, the City of Goldsboro owns one 2003 Sterling Dump Truck at the Compost Facility; and

WHEREAS, it is in the City's best interest to replace the dump truck due to age, mileage and repair costs; and

WHEREAS, the City of Goldsboro is granted authority under NCGS 143-129(e)(3) to exempt purchases from bidding requirements when purchases are made through a competitive bidding group; and

WHEREAS, Public Utilities received pricing through the NC Sheriff's Association competitive bidding group Heavy Equipment Procurement Program Bid 22-06-0426R for one tandem axle dump truck meeting the required specifications; and

WHEREAS, current vehicle delivery estimates are two years;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Goldsboro, North Carolina, that the City Manager is hereby authorized to execute a contract with Piedmont Trucking for the purchase of one tandem axle dump truck.

Adopted this the 17th day of April 2023.


David Ham, Mayor

Attested by:


Holly Jones, Deputy City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 17, 2023 COUNCIL MEETING

SUBJECT: Fleet and Fuel Policy

BACKGROUND: This policy details the management, operations, and maintenance of City of Goldsboro (City) government owned and leased vehicles and motorized equipment (fleet), and the associated fuel procedures, to ensure a safe work environment for employees, a positive public image, and protect against liability.

DISCUSSION: The City Manager, in coordination with department heads, is responsible for the development and implementation of this policy. Department heads are responsible for the policy tasks and the development and implementation of appropriate department standard operating procedures.

Department heads will authorize and assign the use of all City-owned or leased vehicles assigned to their department to an employee or divisional supervisor via the Fleet and Fuel Policy Acknowledgement Statement and the Department Fleet Assignment List. Take-home vehicles for emergency on-call employees must be approved by the City Manager.

This policy covers: Take Home Vehicles, Inclement Weather, Accident/Crash Actions and Reporting, Drug Tests, Key (Fob) Responsibility, Maintenance, Employee Accountability, Moving Violations, Equipment Citations, Insurance Reporting, Insurance on Rented Vehicles and Motorized Equipment, Driver Training, Vehicle and Motorized Equipment Replacement, Use of City Fuel Pumps, and Duty to Notify of Fraud, Waste or Abuse.

RECOMMENDATION: It is recommended that Council approve the Resolution adopting the Fleet and Fuel Policy.

Date: 4/12/23



Timothy Salmon, City Manager

RESOLUTION ADOPTING THE FLEET AND FUEL POLICY

WHEREAS, this policy details the management, operations, and maintenance of City of Goldsboro (City) government owned and leased vehicles and motorized equipment (fleet), and the associated fuel procedures, to ensure a safe work environment for employees, a positive public image, and protect against liability; and

WHEREAS, the City Manager, in coordination with department heads, is responsible for the development and implementation of this policy; department heads are responsible for tasks herein and the development and implementation of appropriate department standard operating procedures; and

WHEREAS, Department heads will authorize and assign the use of all City-owned or leased vehicles assigned to their department to an employee or divisional supervisor via the Fleet and Fuel Policy Acknowledgement Statement and the Department Fleet Assignment List; take-home vehicles for emergency on-call employees must be approved by the City Manager; and


WHEREAS, this policy covers: Take Home Vehicles, Inclement Weather, Accident/Crash Actions and Reporting, Drug Tests, Key (Fob) Responsibility, Maintenance, Employee Accountability, Moving Violations, Equipment Citations, Insurance Reporting, Insurance on Rented Vehicles and Motorized Equipment, Driver Training, Vehicle and Motorized Equipment Replacement, Use of City Fuel Pumps, and Duty to Notify of Fraud, Waste or Abuse.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina that the Fleet and Fuel Policy is hereby adopted, and shall be effective as of the date of this resolution.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 17th day of April, 2023.


David Ham, Mayor

Attested by:


Holly Jones, Deputy City Clerk





City of Goldsboro

Subject: Fleet and Fuel Policy Section: City Manager's Office	Policy #:	Effective Date: MM/DD/2023	Rev. #: 0	Revision Date: -	Page: 1 of 6
	Resolution Number and/or Adopted Date:			Prepared by:	
Submitted by:	Supersedes:			Approved by:	

Purpose

This policy details the management, operations, and maintenance of City of Goldsboro (City) government owned and leased vehicles and motorized equipment (fleet), and the associated fuel procedures, to ensure a safe work environment for employees, a positive public image, and protect against liability.

Management

The city manager, in coordination with department heads, is responsible for the development and implementation of this policy. Department heads are responsible for tasks herein and the development and implementation of appropriate department standard operating procedures.

Department heads will authorize and assign the use of all City-owned or leased vehicles assigned to their department to an employee or divisional supervisor via the Fleet and Fuel Policy Acknowledgement Statement (Attachment A) and the Department Fleet Assignment List (Attachment B). Take-home vehicles for emergency on-call employees must be approved by the city manager via Attachment B.

The City Public Works Fleet Maintenance (Garage) supervisor will assign a City vehicle or motorized equipment number and be responsible for all maintenance and repair of these assets unless otherwise approved by the Public Works director and department head for certified employees; this maintenance will be documented with the Garage supervisor or responsible department head shall ensure that sufficient records are maintained. The Garage supervisor may contract maintenance and repairs as approved by the Public Works director and city manager. The Garage supervisor will also assign a key and fuel fob to each City vehicle and motorized equipment.

Operations

The use of City-owned vehicles and motorized equipment is restricted to City employees who are at least 18 years of age, who retain a valid North Carolina (NC) driver's license and special endorsements or licenses as required by the NC Department of Motor Vehicles (DMV), and are engaged in their official duties as an employee of the City (this includes commutes to and from work and normal meal periods within on-duty hours). All operators and occupants of City vehicle and motorized equipment shall observe the following:

1. All traffic laws are to be obeyed as outlined by the DMV Administrative Code and NC General Statute.
2. Seat belt usage is mandatory for all occupants (except detainees per Goldsboro Police Department (GPD) General Order GO7.11).

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3. Cellular phone use (i.e., talking, texting, emailing, or reading emails) is prohibited while driving a vehicle or operating motorized equipment unless hands-free devices are used. If cell phone use is required without hands-free devices, park the vehicle or equipment in a safe location until the cell phone is no longer used.
4. Tobacco, e-cigarettes, or vaping product use is prohibited.
5. Weapons are prohibited (except for authorized law enforcement personnel).
6. The warranty booklet (if available), registration card, insurance card, inspection certificate, and owner's manual shall be maintained in the glove box.
7. Installed special equipment (e.g., fire extinguisher, flashlight, first aid kit) shall be properly accounted for, maintained, and used only for official City business.
8. Personal items are a personal responsibility; the City will not be responsible for damage or loss of personal items.
9. Alcoholic beverages and illegal drugs are prohibited (except for authorized law enforcement personnel, emergency medical personnel, and public safety personnel who transport alcoholic beverages or drugs that have been lawfully confiscated or scheduled for training and employees authorized to handle alcoholic beverages for resale at City facilities from the distributor to the facility).
10. Passengers who are not City employees are prohibited except on official City business or as authorized in writing by the operator's department head.
11. Operators shall park vehicles or motorized equipment not being used in safe and secure locations.

Take Home Vehicles

The city manager will determine whether circumstances warrant a vehicle driven home by a City employee. This determination will consider such facts as the purpose for which the vehicle is being driven home, the hours during which the vehicle is to be used, and other pertinent information. Use of City vehicles for commuting to and from work usually will be limited to an employee who is subject to emergency call-back work. Employees who drive City-owned vehicles back and forth to work will be subject to all provisions of the Internal Revenue Service (IRS) regarding the private use of City vehicles. "De Minimis" (very small or trifling matters) use of City-owned property, exemplified by vehicle use for stops in route from residence to workplace for personal business, is not prohibited by the IRS. Such stops will be kept to a minimum.

The commuting costs of the use of a City vehicle may be a taxable fringe benefit to an employee for any vehicle not specifically designated as exempt under the IRS regulations. The Finance department shall compute the commuting cost of any vehicle taken home by a non-exempt employee and report this taxable benefit on the employee's Form W-2 at the end of each calendar year. The City will only deduct FICA taxes on the cost of this benefit. No federal or state income taxes will be deducted by the City; the payment of these taxes will be the employee's responsibility when his or her personal income tax return is filed. The gross cost of this benefit is not subject to local government retirement deductions. Certain exceptions for public safety exist and shall be determined by the finance department.

Personnel not specifically authorized in writing to take home a City vehicle are prohibited from doing so unless advance permission is granted by the department head for a temporary cause.

Inclement Weather

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The use of City-owned vehicles during inclement weather shall be limited to essential and emergency personnel. During freezing conditions, department heads shall contact the Garage supervisor for the installation of snow tires or chains and the use of four-wheel drive vehicles when possible.

Accident/Crash Actions and Reporting

In the event of a motor vehicle or equipment accident/crash, the following actions and reports shall be done as soon as possible by those involved:

1. Remain calm and check on the welfare of others.
2. Do not admit fault.
3. Call 911.
4. Notify the department head or supervisor.
5. Notify the appropriate law enforcement agency.
6. Notify the City safety coordinator as outlined in the City Safety Policy Manual.
7. Submit a signed statement explaining the details surrounding the accident to the Finance department insurance claims, billing, and collections manager within 24 hours. Pictures should be taken if possible and submitted with the statement.
8. The department head or supervisor will be responsible for obtaining repair estimates and coordinating the work with the Garage superintendent. This information shall be forwarded to the insurance claims, billing, and collections manager.
9. The insurance claims, billing and collections manager shall be responsible for notifying the appropriate insurance carrier to report any claims activity.

Drug Tests

1. An employee shall submit to a post-accident drug test if he/she is involved in a traffic accident or a violation of any law while performing his or her duties as a City employee.
 - The department head/supervisor should take the employee to Immediate Care during regular business hours or to the nearest emergency room after regular business hours.
 - If out of town, an employee must be tested at the nearest emergency room.
2. An employee shall submit to a post-accident drug test if he/she is involved in an on-the-job accident where:
 - Death results;
 - Any person is injured and/or transported from the accident scene for medical attention;
 - Any of the vehicles are towed from the scene; or
 - The employee is cited for a moving violation.
3. An employee shall submit to a drug test if there is reasonable suspicion that he or she is in violation of this policy based upon observed actions or physical evidence while performing his or her duties as a City employee.

Key (Fob) Responsibility

Employees shall be responsible for reimbursing the City for the cost of replacing a misplaced or lost key or fob. The reimbursement should be made to the City within 30 days of purchase. If reimbursement is not made within 30 days, the cost may be deducted from the employee's payroll per the Employee Responsibility Form.

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Maintenance

The employee to whom the vehicle or motorized equipment is assigned shall be responsible for keeping it clean and properly maintained.

Interior detailing and exterior washes shall be done by the assigned employee.

The assigned employee shall be responsible for scheduling maintenance with the City Garage: within 500 miles of the recommended mileage for said service; within the hours range of said service; for annual inspections; or as otherwise required. The assigned employee is responsible for drop off and pick up of vehicle at the City Garage or contracted vendor at the designated time.

In case of an emergency breakdown, the operator shall call the City Garage for maintenance and tow service during work hours; after hours, contact Public Works dispatch at (919) 734-8674. Public safety vehicles (police and fire) will be given priority for maintenance and repairs.

Unsafe or dangerous vehicles and equipment should be removed from service by the department head with notice in writing to the Garage supervisor. The Garage supervisor will assist in obtaining a spare, if possible, until the asset is made safe and serviceable or replaced.

Employee Accountability

All employees using City-owned vehicles or equipment shall be accountable for their actions. The privilege to operate any City-owned vehicle or motorized equipment may be suspended, restricted, or revoked with cause by the department head or management.

The safety coordinator shall investigate accidents involving City-owned vehicles and motorized equipment. Findings will be presented to the City safety committee, which will determine fault based on the facts of the investigation. The safety coordinator shall report findings and fault determination to the city manager, department head, and employee for appropriate action.

Should an employee who drives a City-owned vehicle be involved in an incident — on or off the job — where his/her license is suspended or revoked, the employee is obligated to inform his/her supervisor and department head within 24 hours of the incident; failure to do so shall result in disciplinary action according to the City Personnel Policy.

Moving Violations

Operators of City vehicles or motor equipment shall be responsible for any fines or penalties because of a violation of laws. Any violation for speeding 10 mph or more over the speed limit, reckless driving, driving while intoxicated (DWI), speeding in a school zone, or other serious moving violation shall be reported to the department head within 24 hours. Moving violations may be subject to disciplinary action. Drivers may be subject to random checks of their driving history. Failure to report a moving violation to your department head shall result in disciplinary action as outlined in the City Personnel Policy.

Equipment Citations

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Employees who operate City vehicles shall ensure that their assigned vehicle is roadworthy. Any vehicle deemed unsafe should be reported to the department head and the Garage supervisor immediately. The operator should use good judgment to assure compliance with weight and marking regulations that apply to the vehicle he/she is operating.

Insurance Reporting

Employees authorized to operate a vehicle or motorized equipment shall be reported to the City's insurance carrier for the purpose of insurance coverage. The employee's name, date of birth and driver's license information are generally required to add an employee to the City's auto insurance policy.

Insurance on Rented Vehicles and Motorized Equipment

Vehicles (cars, SUV's, trucks, and vans) that are rented for the purpose of travel on city business are covered under the City's auto insurance. Therefore, do not opt in on the auto insurance offered by the rental car company. If a bus, moving van or truck is rented, contact the Finance department insurance claims, billing, and collection manager to provide details of rental so that a determination can be made on insurance coverage.

Rented motorized equipment is covered under the City's property insurance as "borrowed equipment" but coverage is limited to \$250,000 in cost. The department head is responsible for contacting the insurance claims, billing, and collection manager to report any equipment to be rented in excess of this amount so that the City may secure an additional endorsement. This must be done before the equipment is rented and must be done in writing (email is acceptable).

Driver Training

Each City department responsible for regularly transporting members of the general public, such as emergency units and specialty vehicles (e.g., bucket trucks, eight-passenger vans), is responsible for meeting driver training requirements. Internal or external training programs shall comply with standards set by the selected training system or applicable state laws (e.g., Commercial Driver's License (CDL)). This training shall include initial education for new employees and continuing education for qualified drivers.

Vehicle and Motorized Equipment Replacement

The department head shall recommend vehicle and motorized equipment replacement to the city manager based on mileage, age, or condition during the annual budget submission or as required in accordance with manufacturer or professional organization guidelines.

If any City vehicle is used to travel less than 1,000 miles per year, it may be re-issued to another department as deemed appropriate by the city manager.

Use of City Fuel Pumps

Fuel fob access to the City fuel pumps is strictly for fueling City-owned vehicles and equipment.

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Employees are expected to refuel city vehicles and equipment at the City's fuel pumps, and not at retail fuel stations unless it is unavoidable or while traveling outside of Wayne County.

Personal use of city fuel is prohibited. Such misuse is grounds for disciplinary action, up to and including termination of employment with the City and may also include legal action.

Duty to Notify of Fraud, Waste or Abuse

Each employee is responsible for notifying management of instances of fraud, waste, or abuse of City property. Incidents may be reported to the employee's supervisor, department head, city manager or finance director, and should be done as soon as possible.

The City has the right to inspect City property at any given time for suspicion of illegal materials under reasonable circumstances, or as part of a routine inspection.

Additional Reference:

Fleet and Fuel Policy Acknowledgement Statement (Attachment A)

Department Fleet Assignment List (Attachment B)

City of Goldsboro Safety Policy (City Intranet)

**ATTACHMENT A
CITY OF GOLDSBORO
VEHICLE POLICY ACKNOWLEDGMENT STATEMENT**

TO: ALL DRIVERS OF CITY OF GOLDSBORO VEHICLES

Drivers are required to read the City of Goldsboro Vehicle Policy and sign this Acknowledgement Form at the bottom of the page. The signed statement must be retained by the Department Head.

Only drivers who have signed this Acknowledgement Form may operate City of Goldsboro vehicles.

ACKNOWLEDGEMENT

The undersigned certifies he/she has read the City of Goldsboro Vehicle Policy.

I am aware that a violation of these rules would be cause for disciplinary action and possible termination from the City of Goldsboro.

SIGNED: _____

NAME: _____

DEPARTMENT: _____

TITLE: _____

DATE: _____

(Please print or type all information)

Attachment B
City of Goldsboro

[illegible]

* Denotes Take Home Vehicle

Department Head Approval Signature:

Date _____

City Manager Approval Signature:

Date _____

Forward signed form to Finance Director for Commute Value Determination.

Form should be updated with new signatures and dates as vehicle assignments or personnel assignments change.

Policy with attachments adopted by City Council April 17, 2023.

City of Goldsboro
Departmental Monthly Reports
March 2023

1. Community Relations
2. Downtown Development - Report not available at time of posting - Provided on 4/13/23
3. Engineering
4. Finance
5. Fire
6. Human Resources
7. Information Technology - Report not available at time of posting- Provided on 4/13/23
8. Inspections
9. Paramount Theater
10. Parks and Recreation-GEC
11. Planning
12. Police
13. Public Utilities
14. Public Works
15. Travel and Tourism

COMMUNITY RELATIONS DEPARTMENT

March 2023

Prepared by: Felecia Williams, Community Development & Relations Director

Date Prepared: April 11, 2023

- Goldsboro Youth Council (GYC) met for a regular monthly meeting on March 1st.
- The Commission on Community Relations and Development (CCRD) did not meet for a regular monthly meeting in March but held a special call meeting to discuss Fair Housing on March 21st.
- The Mayor's Committee for Persons with Disabilities (MCPD) met for a regular monthly meeting on March 16th.
- Community Relations Activities:
 1. Staff attended CityWorks training on March 7th.
 2. Staff facilitated a Juneteenth planning meeting on March 9th.
 3. Staff attended the CALM Executive Board meeting on March 21st.
 4. Staff attended the FY23-24 department budget meeting March 21st.
 5. Department meetings & trainings were held on March 6th, 20th, 28th, and 29th.
- Community Development Activities:
 1. Staff attended a HUD-offered HOME-ARP one-on-one Technical Assistance session on March 7th.
 2. Staff attended Region 10 Continuum of Care (CoC) monthly meeting on March 8th and Region 10 Coordinated Entry weekly meeting on March 22nd.
 3. Staff made site assessment home visits for ESFRLP-DR properties on March 8th.
 4. Staff attended an AAQ (Ask a Question) HUD Technical Assistance (TA) session on March 9th.
 5. Staff attended a Choice Neighborhood meeting with City & HUD on March 20th.
 6. Staff attended a Fair Housing webinar on March 22nd.
 7. Staff engaged in ESFRLP-DR monitoring on March 23rd.
 8. Staff attended a HUD-offered Floodplain Management training on March 28th.
 9. Staff attended a Choice Neighborhood Planning meeting with City & HACG on March 29th.
 10. Staff attended a HUD-offered Environmental Training on March 30th.
 11. Staff engaged in 3 consultations with NCHFA Case Manager for the month of March.
 12. Staff engaged in 3 virtual consultations with HUD Representative for the month of March.
- The Department received one (1) housing complaint and fourteen (14) requests for assistance for the month of March. *Please refer to Community Relations Addendum for a detailed summary.

2023 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG
Housing Complaints	1	1	1										1
Consumer/Other Requests	27	36	14										26

2022 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG
Housing Complaints	3	0	0	0	3	1	1	0	1	0	0	1	3
Consumer & Other Requests	24	36	25	141	69	43	27	32	27	19	20	20	40

COMMUNITY RELATIONS DEPARTMENT *Addendum*

March 2023

Prepared by: Felecia Williams, Community Relations & Development Director

Date Prepared: April 11, 2023

Complaints/Grievances

Nature of Complaint	Resolution
Housing: No heat	Refused formal complaint; Consulted with Code Enforcement

Assistance with Resources

Resource Requested	Number of Requests	Resolution
Home Repair	2	Application provided
First-Time Homebuyer	4	Provided program information and/or update on submitted application
Volunteers for Kiwanis Run	1	Referred to GYC
Community Service	1	Could not reach caller when returning call
Cameras on downtown street/recent car vandalism	1	Consulted IT & DD – No cameras
Rental Assistance	1	Could not reach caller when returning call
Housing in Columbia, SC	1	Referred to local Columbia DSS
City programs	1	Eastpointe seeking program information to update their resource listing/provided program details
Tax Information	1	Referred to Wayne County
Utility Assistance	1	Referred to Wayne County DSS
Total Requests:	14	

Current Downtown Development Office Projects Staff Worked On Over the Month Include:

- Met with (or conversed by email/phone) 10 potential new property acquisition projects/persons and/or business interest regarding downtown. Met with 15 existing business owners.
- Working with the ACM to facilitate updates to TIGER 16 grant agreement to update scope.
- South Center Street Development discussions with ACM and consultant.
- Union Station discussions regarding stabilization, fair market value and potential reuse. Appraisal was delivered in March. Working with a consultant to prepare a Dept. of Commerce Transformation Grant application for stabilization.
- COG budget planning.
- Updates to HUB rental fee structure and presentation to Council. Resolution was signed on March 20th.
- Merchant/Property Information Mgmt – Integrating to new website. Finalizing testing/implementation phase. Working with IT Department to move over to the new site.
- Staff working with Choice Neighborhoods Team, attending bi-weekly calls.

Downtown Development Office Events or Activities that Staff Administered or Assisted During the Month:

- Actively working with Randall Gross, a consultant for downtown residential development needs, specifically in the 300 and 400 blocks of S. Center St.
- Staff is finalizing plans for placement and funding of security cameras in public parking lots to improve visibility and address safety concerns.
- Preparing a large wall mural to repaint once funding is identified for the final installation.
- Staff shared recommendations for parking enforcement with a public hearing on March 20th. Currently collecting additional data that was requested in order to prepare a list of management options for Council's review.
- Staff attended the NC Main Street Conference in Statesville March 14-16. 8 DGDC volunteers accompanied staff.
- Staff led a downtown tour for the Town of Clayton's department heads and commission on March 30th.
- Staff held first monthly meeting with Main Street staff re: 2024 NC Main Street Conference, March 12-14.
- Staff attended the 135th US Colored Troop Plaque Dedication on March 27th
- Other Meetings: Chamber of Commerce Board Meeting, Social District Discussions, NCFF Board and Planning Mtgs, Transformation Grant Discussion

DGDC Events or Activities that Staff Administered or Assisted During the Month:

- DGDC Merchants, Design, Economic Vitality and Promotions Committees met on March 7th, Executive Committee and DGDC Board of Directors on March 8th.
- Council Retreat presentations – February 22nd and 23rd

Upcoming Events/Activities:

- HUB Events: Mental Health March – March 11th, Small Batch Craft Market – March 17th.
- Erin is participating in Leadership Wayne, October 2022 through May 2023.
- Grant solicitations for Duke Energy & Wells Fargo. Exploring Additional Grants.

Businesses Opening/Properties Purchased & Other Updates

- 120 E Mulberry St coming soon
- Spice Bouquet coming soon to 112 E Mulberry St.
- Arts Council will relocate to 139 W Walnut St. Moving in the spring.
- Downtown Goldsboro's Facebook page followers/likes: 14,867; 48,750 reach

ENGINEERING DEPARTMENT

March 2023

Prepared by: Bobby Croom, P. E.

Date Prepared: 04-05-23

Stoney Creek Greenway

- The greenway extends from Royall Avenue to Quail Park along Stoney Creek, approximately 1,600 linear feet;
- This project is 98% complete.

Phase IV Sewer Collection Rehabilitation

- Staff is working with DWI to close out this project.

Little/Big Cherry Pump Station Relocation and Improvement

- WithersRavenel engineering agreement provides services for project management, engineering report and environmental information documentation for Little/Big Cherry Pump Station;
- PER/EID Report submitted to DWI for review and approval;
- Project is a candidate to be included in the Mount Olive Pickle (MOP) Plant Expansion Project and staff is working with MOP, WithersRavenel, and TA Loving through the design process.

Stormwater Control Measure (SCMs) Inspections

- Approximately 308 SCMs have been approved and 258 SCMs have been constructed to date;
- Stormwater Control Measure Inspections are underway for March/April 2023.

Water System Asset Inventory and Assessment

- WithersRavenel project work is completed.

Wastewater System Asset Inventory and Assessment

- WithersRavenel project work is completed.

Wayne County Utility Merger/Regionalization Feasibility

- Final scope of engineering services has been approved by DWI;
- CDM Smith has commenced preliminary work on the MRF Study.

Stormwater Inventory Project

- Pilot area work has begun;
- Staff continues to work with CDM Smith on project data and details;
- Projected completion May/June.

2" Galvanized Water Line Project

- NCDWI awarded the City a grant for the project in the amount of \$5,999,395;
- Offer and acceptance documentation was submitted by staff in September 2022;
- Staff is working on the design phase of this project.

Lead and Copper Inventory

- Staff is coordinating the information required by EPA for lead and copper inventories.

FINANCE

MARCH 2023

Prepared By: Andrea Lovelace

Date Prepared: April 5, 2023

	<u>FY 21-22</u>		<u>FY 22-23</u>	
	Actual to Date		Actual to Date	YTD %
Revenues	February-22	Adjusted Budget	February-23	Collected
General Fund	\$ 33,693,994	\$ 46,526,373	\$ 32,073,860	68.94%
Utility Fund	13,500,935	24,228,129	15,569,157	64.26%
Downtown District Fund	89,477	117,019	96,476	82.44%
Occupancy Tax Fund	701,011	1,191,450	764,430	64.16%
Stormwater Fund	1,353,689	1,981,528	1,436,909	72.52%
Total	\$ 49,339,106	\$ 74,044,499	\$ 49,940,832	67.45%
Expenditures				
General Fund	\$ 26,825,032	\$ 46,526,373	\$ 29,919,697	64.31%
Utility Fund	8,773,728	24,228,129	10,875,254	44.89%
Downtown District Fund	64,926	117,019	47,476	40.57%
Occupancy Tax Fund	702,768	1,191,450	725,678	60.91%
Stormwater Fund	1,572,837	1,981,528	1,337,459	67.50%
Total	\$ 37,939,290	\$ 74,044,499	\$ 42,905,563	57.95%

	<u>FY 21-22</u>		<u>FY 22-23</u>	
	Actual to Date		Actual to Date	YTD %
Revenues	February-22	Adjusted Budget	February-23	Collected
Property/Occupancy Taxes	\$ 17,570,928	\$ 19,271,704	\$ 17,728,697	91.99%
Charges for Services	16,953,724	30,030,307	18,574,437	61.85%
Revenue Other Agencies	7,359,451	16,372,366	7,747,078	47.32%
Other Revenues	5,049,122	3,248,319	2,632,584	81.04%
Fund Balance	-	1,792,806	-	0.00%
Shared Services	2,405,880	3,328,996	3,258,036	97.87%
Total	\$ 49,339,106	\$ 74,044,499	\$ 49,940,832	67.45%
Expenditures				
Labor	\$ 19,473,954	\$ 29,745,929	\$ 21,920,544	73.69%
Non-Labor	18,465,336	44,298,570	20,985,019	47.37%
Total	\$ 37,939,290	\$ 74,044,499	\$ 42,905,563	57.95%

	<u>FY 21-22</u>		<u>FY 22-23</u>	
	Actual		Actual	Total
Collections		February-23		Collected F-YTD
Debt Setoff	\$ 27,778	\$ 493	\$ 10,007	
Surplus	\$ 154,548	\$ -	\$ 3,876	



Prepared Date:	4/5/23 7:17 AM
Prepared By:	Terrie Webber
Reviewed Date:	4/10/23 11:10 AM
Reviewed By:	Catherine F. Gwynn

Monthly Cash & Investment Report
March 31, 2023

Financial Institution	<u>Current Month</u> 3/31/2023	<u>Prior Month</u> 2/28/2023	<u>Prior Year</u> 3/31/2022	Rate of Return
PNC - General Operating	\$ 3,667,139.18	\$ 2,088,147.24	\$ 2,814,084.27	0.00%
PNC - Money Market	\$ 8,538,278.51	\$ 8,518,208.21	\$ 10,524,904.25	2.81%
PNC - Debit Account	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	0.00%
Southern Bank - CD	\$ 622,745.38	\$ 622,022.22	\$ 15,084,187.97	1.52%
NCCMT - MM - 2010 Sewer Bond D#001	\$ 256,357.34	\$ 255,367.57	\$ 249,743.78	n/a
NCCMT - MM - American Rescue Plan 2021	\$ 9,032,985.34	\$ 8,998,109.96	\$ 4,407,321.50	n/a
NCCMT - MM - Regular	\$ 4,484,333.64	\$ 4,467,012.08	\$ 4,368,633.89	n/a
NCCMT - MM - Street Bonds 2018		\$ -	\$ 48,080.48	n/a
Truist MMA	\$ 24,748,938.35	\$ 24,689,438.56	\$ -	2.96%
Truist (BB&T) - Escrow FY21 & FY22 Rolling Stock	\$ 414,276.71	\$ 414,273.19	\$ 1,650,652.30	0.01%
Truist (BB&T) - Escrow FY23 Rolling Stock	\$ 2,380,224.76	\$ 2,380,204.54		0.01%
Webster (Sterling National Bank) - Escrow	\$ 1,871,858.61	\$ 1,871,471.84	\$ 1,868,212.43	0.24%
Totals	\$ 56,019,137.82	\$ 54,305,255.41	\$ 41,016,820.87	

Grant Project Budgets Monthly Report - February 2023
 Prepared: tlw 4/5/2023 8:22 AM/cfg 4/10/2023 12:09 PM
 Red Font-Not formally accepted by Council at this time.

Granting Agency	Granting Agency (Full)	Grant Description	Source (Full)	S	Date Received	Grant Portion Budget Amount	Budget Total	INFLOWS		OUTFLOWS				Positive (Negative) Cash Flow	Fund
								Current Amount Rec'd	Amount Rec'd Project to Date	Current Amount Spent	Amount Spent to Project to Date				
HUD	HOME	FY16-17 Entitlement	Federal	F				\$ -	\$ 22,201	\$ -	\$ 22,201		\$ -		C3101
HUD	HOME	FY17-18 Entitlement	Federal	F				\$ -	\$ 43,202	\$ -	\$ 63,557		\$ (20,355)		C3101
HUD	CDBG	FY18-19 Entitlement	Federal	F				\$ -	\$ 19,523	\$ -	\$ 19,523		\$ -		C2101
HUD	HOME	FY18-19 Entitlement	Federal	F				\$ -	\$ 22,910	\$ -	\$ 22,910		\$ -		C3101
HUD	CDBG	FY19-20 Entitlement	Federal	F	8/27/2019	\$ 328,479	\$ 328,479	\$ -	\$ 216,456	\$ -	\$ 216,456		\$ -		C2101
HUD	HOME	FY19-20 Entitlement	Federal	F	8/27/2019	\$ 214,732	\$ 214,732	\$ -	\$ 49,554	\$ -	\$ 49,554		\$ -		C3101
HUD	CDBG	FY20-21 Entitlement	Federal	F	10/7/2020	\$ 351,137	\$ 351,137	\$ -	\$ 170,649	\$ -	\$ 170,649		\$ -		C2101
HUD	HOME	FY20-21 Entitlement	Federal	F	10/7/2020	\$ 237,076	\$ 237,076	\$ -	\$ 28,472	\$ -	\$ 28,472		\$ -		C3101
HUD	CDBG	FY20-21 Entitlement CV Funding (Round 2 & 3)	Federal	F	10/7/2020	\$ 427,303	\$ 427,303	\$ -	\$ 132,380	\$ -	\$ 133,699		\$ (1,319)		C2102
HUD	CDBG	FY21-22 Entitlement	Federal	F		\$ 354,122	\$ 354,122	\$ -	\$ 87,559	\$ -	\$ 87,987		\$ (428)		C2101
HUD	HOME	FY21-22 Entitlement	Federal	F		\$ 250,738	\$ 250,738	\$ -	\$ 24,002	\$ -	\$ 32,592		\$ (8,590)		C3101
HUD	CDBG	FY22-23 Entitlement	Federal	F				\$ -	\$ -	\$ 604	\$ 16,773		\$ (16,773)		C2101
HUD	HOME	FY22-23 Entitlement	Federal	F				\$ -	\$ -	\$ 854	\$ 13,887		\$ (13,887)		C3101
HUD	CDBG	ARP Funding (M21-MP370209)	Federal	F		\$ 907,913	\$ 907,913	\$ -	\$ -	\$ 444	\$ 35,279		\$ (35,279)		C3102
NCHFA	NCHFA URP-19	Urgent Repair	State	S	4/18/2019	\$ 100,000	\$ 100,000	\$ -	\$ 96,570	\$ -	\$ 96,570		\$ -		C2101
NCHFA	NCHFA ESFRFP	ESFRFP Rehabilitation Loan Pool	State	S	1/24/2017	\$ 150,000	\$ 150,000	\$ -	\$ 117,975	\$ -	\$ 117,975		\$ -		22
FEMA	FEMA	Hurricane Florence	Federal	F	6/1/2019	\$ 2,340,773	\$ 4,604,077	\$ -	\$ 4,982,838	\$ -	\$ 4,179,246		\$ 803,592		R1102
DOJ	Dept. of Justice	Federal Forfeiture	Federal	F	Ongoing	\$ 188,813	\$ 200,946	\$ 64	\$ 272,946	\$ -	\$ 106,537		\$ 166,409		P3101
DOJ	NC Dept of Justice/US DOJ	2017 GPD Gang Equipment Grant	Federal	S	1/3/2019	\$ 21,366	\$ 21,366	\$ -	\$ 18,408	\$ -	\$ 18,408		\$ 0		P3102
DOJ	Dept. of Justice	2019 JAG Equipment Grant	Federal	F	9/25/2019	\$ 47,003	\$ 47,003	\$ -	\$ 42,435	\$ -	\$ 42,435		\$ -		P3102
DOJ	Dept. of Justice	2020 JAG Equipment Grant	Federal	F	9/19/2020	\$ 34,766	\$ 34,766	\$ -	\$ 30,381	\$ -	\$ 30,381		\$ -		P3102
DOJ	Dept. of Justice	FY20 CRF Equipment Grant	Federal	F	6/8/2020	\$ 108,628	\$ 108,628	\$ -	\$ 87,179	\$ -	\$ 87,179		\$ (0)		P3106
DOJ	Dept. of Justice	2022 JAG Equipment Grant	Federal	F	12/19/2022	\$ 23,574	\$ 23,574	\$ -	\$ -	\$ -	\$ -		\$ -		P3102
FTA	Federal Transportation Admin.	FY2016 TIGER VIII Center Street & Streetscape	Federal	F	10/1/2018	\$ 6,751,751	\$ 7,189,383	\$ -	\$ 7,385,809	\$ -	\$ 6,527,315		\$ 858,494		R1103
FEMA	FEMA GO	FEMA GO-Source Capture Exhaust Systems FS 1, 2, 3,	Federal	F	7/24/2020	\$ 202,083	\$ 202,083	\$ -	\$ 202,083	\$ -	\$ 202,083		\$ -		R1104
UST/Wayne Co	US Treasury-Wayne Co.	CARES Act Funding	Federal	F	9/9/2020	\$ 966,688	\$ 966,688	\$ -	\$ 966,688	\$ -	\$ 966,688		\$ (0)		R1105
NC Tourism	NC Tourism Recovery Grant	CARES Act Funding - Marketing Travel & Tourism	Federal	F	10/6/2020	\$ 25,750	\$ 25,750	\$ -	\$ 25,750	\$ -	\$ 25,750		\$ -		R1106
Triangle YMCA	Triangle YMCA	Remote Learning Grant Parks & Recreation	Federal	F	11/18/2020	\$ 94,616	\$ 94,616	\$ -	\$ 19,681	\$ -	\$ 19,681		\$ -		R1106
UST	US Treasury	ARP Funding	Federal	F	3/11/2021	\$ 8,813,514	\$ 8,813,514	\$ 34,875	\$ 9,032,985	\$ -	\$ -		\$ 9,032,985		R1107
SRF/DWI	EPA/NCDENR	CWSRF-Phase IV Sewer Rehab	Federal	F	11/26/2019	\$ 8,905,676	\$ 9,083,790	\$ -	\$ 4,851,571	\$ -	\$ 8,519,172		\$ (3,667,601)		S1102
SRF/DWI	EPA/NCDENR	CWSRF-Sewer Rehab (Big Ditch & Carolina)	Federal	F	3/24/2021	\$ 1,235,100	\$ 1,259,802	\$ -	\$ 639,892	\$ -	\$ 730,989		\$ (91,097)		S1103
Debt	Debt Funded	2010 Sewer GO Bonds D#001-E	Debt	D	2010	\$ 8,605,000	\$ 8,684,163	\$ 990	\$ 485,406	\$ -	\$ 466,382		\$ 19,024		S1104
Goldenleaf	Goldenleaf Foundation	Hurr. Matthew Recovery Stormwater Drain. & Swr. R	Private	P	10/11/2017	\$ 598,574	\$ 598,574	\$ -	\$ 598,574	\$ -	\$ 598,574		\$ (0)		S1105
SRF/DWI	EPA/NCDENR	Little Cherry Big Cherry Pump Station Relocation	Federal	F	Not Accepted Yet	\$ 3,058,000	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000		\$ -		S1106
DWI	NC Dept of Env. Quality DWI	VUR (AIA) Project AIA-D-VUR-0004 & AIA-W-VUR-000	State	S	1/24/2022	\$ 300,000	\$ 304,500	\$ -	\$ 4,500	\$ 1,375	\$ 297,800		\$ (293,300)		S1107
DWI	NC Dept of Env. Quality DWI	VUR MRF Project MRF-M-VUR-0001	State	S	1/24/2022	\$ 100,000	\$ 101,500	\$ -	\$ 1,500	\$ 4,250	\$ 4,250		\$ (2,750)		S1108
SRF/DWI	EPA/NCDENR	CWSRF-Waterline Repl. & Booster Pump Station Insta	Federal	F	6/6/2019	\$ 3,610,000	\$ 3,717,200	\$ -	\$ 35,000	\$ -	\$ 265,513		\$ (230,513)		W1111
SRF/DWI	EPA/NCDENR	CWSRF-Plate Settlers Project	Federal	F	3/7/2021	\$ 1,484,909	\$ 1,484,909	\$ -	\$ 1,519,536	\$ -	\$ 1,517,550		\$ 1,986		W1112
SRF/DWI	EPA/NCDENR	CWSRF-2" Galvanized Water Line Replacement	Federal	F	Not Accepted Yet	\$ 5,999,395	\$ 6,029,395	\$ -	\$ 30,000	\$ -	\$ 25,000		\$ 5,000		W1113
Debt	Debt Funded	Herman Park Center	Debt	D	Not Issued yet	\$ 11,150,000	\$ 11,150,000	\$ -	\$ -	\$ -	\$ 376,000		\$ (376,000)		G1102
Donation	Private Donations	1919 LaFrance Fire Truck Restoration	Private	P	Ongoing	\$ 80,000	\$ 80,000	\$ -	\$ 32,691	\$ -	\$ -		\$ 32,691		G1103
Donation/Gr	Private Donations and Grants	Parks & Rec Capital Project Fund FY19-FY24	Private	P	Ongoing	\$ 632,943	\$ 632,943	\$ -	\$ 547,943	\$ -	\$ 251,072		\$ 296,871		G1104
Debt	Debt Funded	2018 Street Bonds (Debt #026-G)	Debt	D	Ongoing	\$ 5,048,522	\$ 5,048,522	\$ -	\$ 5,046,649	\$ -	\$ 4,980,164		\$ 66,485		G1105
Debt	Debt Funded	Police/Fire Renovation (Debt #025-G)	Debt	D	Ongoing	\$ 6,417,326	\$ 6,417,323	\$ -	\$ 6,417,323	\$ 10,800	\$ 6,253,831		\$ 163,492		G1106
Donation/Gr	Private Donations and Grants	Parks & Rec Special Revenue Fund	Private	P	Ongoing	\$ 39,201	\$ 39,201	\$ -	\$ 45,676	\$ -	\$ 35,992		\$ 9,684		G1107
Donation/Gr	Private Donations, Grants and City	Community Relations Special Revenue Fund	Private	P	Ongoing	\$ 15,728	\$ 15,728	\$ -	\$ 15,977	\$ -	\$ 14,294		\$ 1,683		G1108
Donation/Gr	Private Donations, Grants and City	Police Other Restricted Special Revenue Fund	Private	P	Ongoing	\$ 56,351	\$ 56,351	\$ 50	\$ 62,083	\$ 2,646	\$ 19,487		\$ 42,596		P3104
City Fees	Stormwater Fees	Stormwater Drainage Projects	City Fees	C	Ongoing	\$ 1,372,871	\$ 1,372,871	\$ -	\$ 1,311,431	\$ 283,930	\$ 919,901		\$ 391,530		T2201
Debt	Debt Funded	Smeal Aerial Fire Truck	Debt	D	9/2022	\$ 1,151,600	\$ 1,151,600	\$ -	\$ 1,136,500	\$ -	\$ 8,537		\$ 1,127,963		F3111
Donation/Gr	Private Donations, Grants and City	Fire Other Restricted Special Revenue Fund	Private	P	Ongoing	\$ 2,000	\$ 2,000	\$ -	\$ 1,531	\$ -	\$ -		\$ 1,531		F3110
Total								\$ 35,979	\$ 46,912,416	\$ 304,903	\$ 38,648,293		\$ 8,264,123		

Grant Source Legend:
 F = Federal S = State D = Debt P = Private C = City Fees

Notes:
 * DWI still reviewing 30+ Change Orders on Ph IV SRF. Will authorize reimbursements after DWI has concluded the review process.

Grants listed above represent awards that have been officially awarded by the Grantor, and officially accepted by the Grantee (City), unless noted in red font. Those items in red, the Finance Department has received some formal award letter from the Grantor but the City has not formally accepted the award. The list above does not take into account grants that may have been applied for and the City may have received tentative award. If it did not have an official award, I did not place it on this list.



Report of Budget Funds Transfers - July, 2022 through June, 2023

Budget Transfers

As per the Adopted Annual Budget Ordinance the Budget Officer or his/her designee shall be authorized to reallocate departmental appropriations among the various objects of expenditures.

The Budget Officer or his/her designee shall be authorized to effect interdepartmental transfers in the same fund not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. A report of all such transfers shall be made to the City Council in the month following such transfer.

Department	Department Head	Account Name	Transfers In	Transfers Out
City Council	Timothy Salmon	Operational Supplies	\$ -	\$ (2,000)
City Council	Timothy Salmon	Insurance Deductible Claims	\$ 83	\$ -
City Council	Timothy Salmon	Title Search & Legal Fees	\$ -	\$ (83)
City Council	Timothy Salmon	Luncheon/Dinner Meetings	\$ 2,000	\$ -
Transfers - Mar 2023 - City Council			\$ 2,083	\$ (2,083)
Community Relations	Felecia Williams	Medical Exams	\$ 29	\$ -
Community Relations	Felecia Williams	Operational Supplies	\$ -	\$ (300)
Community Relations	Felecia Williams	Travel	\$ -	\$ (129)
Community Relations	Felecia Williams	Copy Machine Cost	\$ 1,900	\$ -
Community Relations	Felecia Williams	Other Training	\$ -	\$ (1,900)
Community Relations	Felecia Williams	Office Supplies	\$ 400	\$ -
Transfers - Mar 2023 - Community Relations			\$ 2,329	\$ (2,329)
GEC	Felicia Brown	Operational Supplies	\$ -	\$ (2,500)
GEC	Felicia Brown	Advertising	\$ -	\$ (500)
GEC	Felicia Brown	Alcohol for Resale-GEC	\$ 3,000	\$ -
Transfers - Mar 2023 - Community Relations			\$ 3,000	\$ (3,000)
Inspections	Allan Anderson	Salaries & Wages Regular	\$ -	\$ -
Transfers - Mar 2023 - Inspections			\$ -	\$ -
Public Works Admin	Rick Fletcher	Salaries & Wages Regular	\$ -	\$ (1,500)
Public Works Admin	Rick Fletcher	Operational Supplies	\$ -	\$ (1,612)
Public Works Admin	Rick Fletcher	Clothing Allowance	\$ 250	\$ -
Public Works Admin	Rick Fletcher	Vacation Pay Out	\$ 847	\$ -
Public Works Admin	Rick Fletcher	Multi-Peril Insurance	\$ 1,800	\$ -
Public Works Admin	Rick Fletcher	Auto Liability	\$ 10	\$ -
Public Works Admin	Rick Fletcher	Telephone	\$ 205	\$ -
Transfers - Mar 2023 - Public Works Admin			\$ 3,112	\$ (3,112)
PW Garage	Rick Fletcher	Medical Exams	\$ 50	\$ -
PW Garage	Rick Fletcher	Operational Supplies	\$ -	\$ (83)
PW Garage	Rick Fletcher	Education Reimbursement	\$ -	\$ (400)
PW Garage	Rick Fletcher	Clothing Allowance	\$ 250	\$ -
PW Garage	Rick Fletcher	Vacation Pay Out	\$ 10	\$ -
PW Garage	Rick Fletcher	Multi-Peril Insurance	\$ 848	\$ -
PW Garage	Rick Fletcher	Auto Liability	\$ 30	\$ -
PW Garage	Rick Fletcher	Salaries & Wages Overtime	\$ -	\$ (2,000)
PW Garage	Rick Fletcher	Batteries	\$ 1,245	\$ -
PW Garage	Rick Fletcher	Welding Supplies	\$ 50	\$ -
Transfers - Mar 2023 - PW Garage			\$ 2,483	\$ (2,483)
Finance	Catherine Gwynn	Contract Services	\$ 13,123	\$ -
Finance	Catherine Gwynn	Salaries & Wages Part-Time	\$ -	\$ (13,123)
Transfers - Mar 2023 - Finance			\$ 13,123	\$ (13,123)



Report of Budget Funds Transfers - July, 2022 through June, 2023

Budget Transfers

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Department	Department Head	Account Name	Transfers In	Transfers Out
PW Solid Waste	Rick Fletcher	Medical Exams	\$ 250	\$ -
PW Solid Waste	Rick Fletcher	Insurance Deductible Claims	\$ 2,200	\$ -
PW Solid Waste	Rick Fletcher	Trash Container Purchases	\$ 7,600	\$ -
PW Solid Waste	Rick Fletcher	Dumpsters	\$ -	\$ (7,600)
PW Solid Waste	Rick Fletcher	Multi-Peril Insurance	\$ 7,300	\$ -
PW Solid Waste	Rick Fletcher	Auto Liability	\$ 1,200	\$ -
PW Solid Waste	Rick Fletcher	Salaries & Wages Overtime	\$ 17,000	\$ -
PW Solid Waste	Rick Fletcher	Social Security	\$ -	\$ (5,000)
PW Solid Waste	Rick Fletcher	NCLGERS-Retirement	\$ -	\$ (4,350)
PW Solid Waste	Rick Fletcher	401-K Retirement	\$ -	\$ (5,000)
PW Solid Waste	Rick Fletcher	Hospital Insurance	\$ -	\$ (13,600)
Transfers - Mar 2023 - PW Solid Waste			\$ 35,550	\$ (35,550)
Engineering	Bobby Croom	Travel	\$ 700	\$ -
Engineering	Bobby Croom	Machine/Equipment Maintenance	\$ 100	\$ -
Engineering	Bobby Croom	Fees & Dues	\$ -	\$ (700)
Engineering	Bobby Croom	Maintenance Materials	\$ -	\$ (3,200)
Engineering	Bobby Croom	Other Training	\$ 3,100	\$ -
Transfers - Mar 2023 - Engineering			\$ 3,900	\$ (3,900)
Fire	Ron Stempien	Salaries & Wages Regular	\$ -	\$ -
Fire	Ron Stempien	Contract Services	\$ 300	\$ -
Fire	Ron Stempien	Office Supplies	\$ -	\$ (300)
Fire	Ron Stempien	Facility Updates-Fire Station 5	\$ 14,700	\$ -
Fire	Ron Stempien	Building Maintenance	\$ -	\$ (14,700)
Transfers - Mar 2023 - Fire			\$ 15,000	\$ (15,000)
Parks & Recreation	Felicia Brown	Operational Supplies	\$ 8,000	\$ -
Parks & Recreation	Felicia Brown	Salaries & Wages Perm. Part-Time	\$ -	\$ (8,000)
Transfers - Mar 2023 - Parks & Recreation			\$ 8,000	\$ (8,000)
Golf	Felicia Brown	Operational Supplies	\$ 8,000	\$ -
Golf	Felicia Brown	Tree Service	\$ -	\$ (16,800)
Golf	Felicia Brown	Pro Shop Expense	\$ 6,000	\$ -
Golf	Felicia Brown	Telephone	\$ 2,800	\$ -
Transfers - Mar 2023 - Golf			\$ 16,800	\$ (16,800)
Distribution & Collections	Rick Fletcher	Operational Supplies	\$ -	\$ (788)
Distribution & Collections	Rick Fletcher	Multi-Peril Insurance	\$ 333	\$ -
Distribution & Collections	Rick Fletcher	Auto Liability	\$ 455	\$ -
Transfers - Mar 2023 - Distribution & Collections			\$ 788	\$ (788)
Water Treatment	Bert Sherman	Machine/Equipment Maintenance	\$ -	\$ (5,000)
Water Treatment	Bert Sherman	Protective Clothing	\$ 2,000	\$ -
Water Treatment	Bert Sherman	Natural Gas	\$ 3,000	\$ -



Report of Budget Funds Transfers - July, 2022 through June, 2023

Budget Transfers

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The Budget Officer or his/her designee shall be authorized to effect interdepartmental transfers in the same fund not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. A report of all such transfers shall be made to the City Council in the month following such transfer.

Department	Department Head	Account Name	Transfers In	Transfers Out
Transfers - Mar 2023 - Water Treatment			\$ 5,000	\$ (5,000)
Water Reclamation	Bert Sherman	Travel	\$ -	\$ (3,000)
Water Reclamation	Bert Sherman	Machine/Equipment Maintenance	\$ -	\$ (10,000)
Water Reclamation	Bert Sherman	Other Training	\$ 3,000	\$ -
Water Reclamation	Bert Sherman	Wastewater Analysis	\$ 10,000	\$ -
Transfers - Mar 2023 - Water Reclamation			\$ 13,000	\$ (13,000)
Compost	Bert Sherman	Machine/Equipment Maintenance	\$ -	\$ (300)
Compost	Bert Sherman	Fees & Dues	\$ 300	\$ -
Transfers - Mar 2023 - Compost			\$ 300	\$ (300)
Occupancy Tax	Amanda Justice	Postage	\$ -	\$ (200)
Occupancy Tax	Amanda Justice	Contract Services	\$ 200	\$ -
Transfers - Mar 2023 - Occupancy Tax			\$ 200	\$ (200)
Stormwater	Rick Fletcher	Operational Supplies	\$ 15,000	\$ -
Stormwater	Rick Fletcher	Sidewalk Repairs	\$ -	\$ (7,500)
Stormwater	Rick Fletcher	Tree Service	\$ -	\$ (7,500)
Transfers - Mar 2023 - Stormwater			\$ 15,000	\$ (15,000)
Downtown MSD	Erin Fonseca	Operational Supplies	\$ -	\$ (135)
Downtown MSD	Erin Fonseca	Printing	\$ 135	\$ -
Transfers - Mar 2023 - Downtown MSD			\$ 135	\$ (135)
Transfers - ALL FUNDS - Mar 2023			\$ 139,803	\$ (139,803)
Transfers - ALL FUNDS - Jul 2022-Mar 2023			\$ 489,541	\$ (489,541)



Donations Received Report
Fiscal Year 2022-23 Totals
Quarter Ending 3/31/2023

Fund Name	Date	From	For	Amount
FY22-23				
Police-Other Restricted Funds	8/25/2022	Walmart	Police Services	\$ 1,531.50
			Quarter 1 Ended 9/30/2022 - Total Donations	\$ 1,531.50
Police Other Restricted Funds	10/7/2022	Pat Pearce	Police Services	\$ 50.00
Police Other Restricted Funds	10/28/2022	Pat Pearce	Police Services	\$ 50.00
Police Other Restricted Funds	11/19/2023	Pat Pearce	Police Services	\$ 50.00
Police Other Restricted Funds	10/26/2022	Walmart	Police Services	\$ 1,100.00
Police Other Restricted Funds	11/2/2022	Walmart	Police Services	\$ 1,000.00
Police Other Restricted Funds	12/8/2022	Walmart	Police Services	\$ 1,500.00
Parks & Rec Special Revenue Fund	12/1/2022	NCTA	P & R	\$ 4,000.00
			Quarter 2 Ended 12/31/2022 - Total Donations	\$ 7,750.00
Donations	12/6/2022	Anne H Scott	Cemetery Maintenance	\$ 900.00
Police Other Restricted Funds	1/4/2023	Pat Pearce	Police Services	\$ 120.00
Police Other Restricted Funds	1/11/2023	Pat Pearce	Police Services	\$ 50.00
Police Other Restricted Funds	2/9/2023	Pat Pearce	Police Services	\$ 50.00
Police Other Restricted Funds	3/8/2023	Pat Pearce	Police Services	\$ 50.00
Parks & Rec Special Revenue Fund	2/1/2023	Wayne Co United Soccer Club	P & R	\$ 2,060.48
Fire Special Revenue Fund	11/21/2022	Walmart	Fire Services	\$ 531.35
Fire Special Revenue Fund	11/21/2022	Walmart	Fire Services	\$ 500.00
Fire Special Revenue Fund	11/21/2022	Walmart	Fire Services	\$ 500.00
Fire Special Revenue Fund	3/20/2023	E Smith DDS	Fire Services (Summer Camp)	\$ 500.00
Fire Special Revenue Fund	2/22/2023	Haithcock, Barfield, Hulse & King PLLC	Fire Services (Summer Camp)	\$ 1,000.00
Fire Special Revenue Fund	3/27/2023	Bicycle World	Fire Services (Summer Camp)	\$ 100.00
			Quarter 3 Ended 3/31/2023 - Total Donations	\$ 6,361.83
			Fiscal Year to Date - Total Donations	\$ 15,643.33

Noncash Donation

One February 22, 2023 the Fire department received a 65" TLC TV from Ms. Tonya Sykes and Ms. Rachel Nash valued at \$650.00

- The cause of fire incidents was determined 70% of the time. 30% of fire incidents were classified as undetermined or still under investigation.
- The average response time of the first arriving unit was 4:40.
- The full response within 8 minutes occurred 96% of all calls.
- There were 0 Civilian injuries, 0 Civilian deaths, 0 Fire Service injuries, and 0 Fire Service deaths.
- The American Red Cross assisted 6 families due to displacement because of fire damage.
- Fire prevention and community service activities included: Car Seat Safety Checks with Safe Kids of Wayne County, Station Tours, Fire Prevention Lesson at Wayne Christian School, and Truck Displays. We reached 15 Adults and 71 Children with fire prevention materials.

2023	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>	<u>Total</u>
Total Incidents:	277	222	229										243	728
Structure Fires:	2	3	7										4	12
EMS Calls:	117	94	93										101	304
Vehicle Accidents:	31	26	28										28	85
Fire Alarms:	42	38	33										38	113
Other:	85	61	68										71	214
Training Hours:	3118	2873	3074										3022	9065
Safety Car Seat Checks:	7	4	0										5	11
Inspections:	115	116	155										129	386
2022	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>Jul.</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>	<u>Total</u>
Total Incidents:	216	195	226	231	236	264	246	264	280	231	255	296	245	2490
Structure Fires:	5	6	8	5	4	1	3	3	1	1	5	1	4	43
EMS Calls:	79	78	80	92	83	86	99	124	103	73	79	82	88	1058
Vehicle Accidents:	22	23	22	26	32	38	27	24	33	31	30	35	29	343
Fire Alarms:	44	35	48	53	63	56	57	53	73	59	67	78	57	686
Other:	66	53	68	54	54	83	60	60	70	68	74	100	67	811
Training Hours:	2757	2806	2884	2260	1704	1715	1452	1700	1647	1835	1742	1214	1976	23716
Safety Car Seat Checks:	0	0	4	3	5	2	5	3	2	5	1	2	3	32
Inspections:	132	123	153	136	143	187	112	142	145	135	134	80	135	1622

Note: Other Fire Calls includes Good Intent Calls, Bomb Scares, Vehicle Fires, Cooking Fires, False Alarms, Assist GPD, Service Calls, Haz-Mat Calls, Grass Fires and Unauthorized Burning.

Human Resources

- Preparing to complete Salary & Compensation Survey once final vendor bid is accepted and approved.
- Participating in several interviews for various departments to help fill the needs of the City of Goldsboro.
- Attended the NCIPMA HR Conference – Susan & Christie
- Coordinating with Department Heads regarding the 15th Annual Career Fair 2023 for Chamber at Maxwell Center to be held April 6, 2023
- Coordinating with Public Utilities and NC Rural Water Association regarding Apprenticeship for Wastewater Operations.
- Added Social Media and Technology & Communication policies and signature forms to the Onboarding portal to be completed now during the Onboarding process and reviewed during New Hire Orientation.
- Provided Police Evaluation list to department for CALEA
- Provided Neogov Perform guidance to Lenoir County
- Updated several job descriptions in Neogov to prepare for upcoming advertisements.
- Completed Public Information request.
- Attended WCHRA Meeting
- Attended PSHRA Training – Seven Steps to Effective Communication & Women in Leadership
- Held a Special Events Committee meeting & preparing for Wellness Committee Meeting on 4/6/23.
- Promoting and continuation of 2023 Biggest Winner Challenge
- Preparing for LGFCU/Civic Summit to be held for Wayne County and surrounding municipalities.
- Enrolled police officers in Introduction to Law class through Neogov Learn module.
- Scanning and importing employee documentation in Laserfische files and Implementing Electronic Filing System
- Working with IT To resolve Coda Issues regarding Dual Employment status on PAFs
- Preparing to train HR staff on Laserfische to move forward with our electronic filing system project.
- Coordinating Special Events Committee
- Preparing for New Hire Orientation
- Preparing for Administrative Professionals Day
- Preparing for upcoming Chamber of Commerce Career Fair

Safety

- March City Hall Fire and Defibrillator Inspections.
- March 13 – DGDC Meeting with NCCFF Committee
- March 15 – Meeting with Travelers field agent concerning the Solid Waste vehicle fire on Spence Avenue.
- March 15 – Met with Nelson Artis concerning the Solid Waste vehicle fire on Spence Avenue. He was the driver of the vehicle.
- Field safety with D&C crew on Highway 70 construction project.
- Scheduling Forklift training for 30 Public Works employees.

- Met with Sgt. Smith concerning the safety and property at the Coley Center.
- March 27 – Safety and Accident Review Committee Meeting. Heard two cases.
- March 27 – Meeting with Major Edwards concerning Public Law during interviews.
- March 28 – Accident investigation involving Parks and Recreation vehicle.
- March 29 – Met with Adam Twiss concerning the TA Loving meeting and the Paramount Theater.
- March 31 – Made sure scaffolding was constructed around the entrance of Paramount Theater due to falling material.
- All fire inspection task were completed for City Hall.
- Field Safety for private contractors
- Field Safety with crews
- Daily office duties

Occupational Health

The Occupational Health Nurse continues to provide guidance regarding CDC guidelines and COVID protocols. There were 168 clinic visits this month.

DRUG SCREENS = 10 TOTAL	
New Hire CDL: 0 New Hire non- CDL: 6 Promotion CDL: 1 Promotion non-CDL: 1	Post-Accident DOT: 0 Post-Accident Non- DOT: 0
Instant Drug Screens: 1	
Random Safety Sensitive Drug Screen: 0 Random Safety Sensitive Breath Alcohol Test: 0	Random DOT Drug Screens: 0 Random DOT Breath Alcohol Test: 0

Health Training Sessions:

- Biggest Winner Weight loss challenge continues through April 6th .
- Colorectal Cancer Awareness email sent to all employees March 3rd
- Hearing Screen Reviews for WRF March 10th
- Fire Department Hearing Screens March 20th, 21st, 22nd, and 23rd
- Police Dept Hearing Screens March 8th and 27th
- Narcan/Sharps Container training at Police Dept March 31st
- 80 Annual Hearing Screens completed .
- 4 routine Blood pressure checks
- 7 Finger Stick Blood Sugar checks
- 12 Drug Screens completed

Other health-related information pertinent to employees include:

- 3 employees Quarantined/COVID positive
- 1 employee started FMLA
- 3 Workplace Injuries , all 3 were OSHA recordable
- Assisted 2 with finding Primary Care Provider
- 1 referral to EAP

MONTHLY STATISTICS

2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Employees – FT & PPT	428	430	428										429
Employees – Part Time	92	89	91										91
Total Employees	520	519	519										519
Male	402	402	400										401
Female	118	117	119										118
Ethnicity – White (Not Hisp or Latino)	317	318	318										318
Ethnicity – Black or African American	179	173	172										175
Ethnicity – Hispanic or Latino	15	16	16										16
Ethnicity – Asian	4	4	4										4
Ethnicity – Other	7	7	8										7
Vacancies	39	45	41										42
Applications	137	389	354										293
Applicant Notices	43	90	218										117
New Hires	10	4	8										7
Promotions	0	0	0										0
Resignations	3	8	4										5
Retirements	1	1	1										1
Terminations - Involuntary	1	0	0										0
Turnover Rate	1.2%	2.1%	1.2%										1.5%
Vehicle Accidents	3	3	2										3
Workers' Comp	0	2	3										2
FFCRA Leave/ Covid Related	13	3	3										6
Telework	13	14	14										13

MONTHLY STATISTICS

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Employees – FT & PPT	423	427	418	417	420	427	424	422	427	427	423	431	424
Employees – Part Time	116	111	113	117	137	143	143	144	137	125	106	100	124
Total Employees	539	536	531	534	557	570	567	566	564	552	529	531	548
Male	411	412	409	411	420	428	426	425	429	417	404	408	417
Female	128	124	122	123	137	142	141	141	135	135	125	123	131

Ethnicity – White (Not Hisp or Latino)	321	324	321	325	332	340	339	338	334	324	316	321	328
Ethnicity – Black or African American	195	190	188	187	200	204	203	202	206	207	189	188	197
Ethnicity – Hispanic or Latino	18	17	17	17	19	19	18	18	16	16	15	16	17
Ethnicity – Asian	1	1	1	1	1	2	2	2	2	2	2	2	2
Ethnicity – Other	4	4	4	4	5	5	5	5	6	6	7	7	5
Vacancies	24	25	30	31	31	33	26	36	34	35	35	27	31
Applications	308	179	386	215	251	392	121	317	146	309	123	94	237
Applicant Notices	141	147	90	90	230	173	92	97	476	126	69	43	148
New Hires	6	4	9	9	7	9	7	7	7	4	4	6	7
Promotions	3	0	4	4	3	3	0	2	6	8	6	2	3
Resignations	6	10	9	9	3	8	8	6	7	5	3	3	6
Retirements	2	2	2	2	1	2	2	1	1	0	2	5	2
Terminations - Involuntary	2	1	0	0	0	1	0	1	1	1	1	1	1
Turnover Rate	2.4%	3.0%	2.6%	2.1%	1.0%	2.6%	2.4%	1.9%	2.1%	1.4%	1.4%	2.1%	2.1%
Vehicle Accidents	5	1	4	1	4	2	3	4	0	0	2	3	3
Workers' Comp	0	0	0	0	0	0	0	0	1	0	1	0	0
FFCRA Leave/ Covid Related	76	7	1	1	9	14	23	3	9	7	1	8	13
Telework	11	11	11	11	11	12	13	13	13	13	13	13	12

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Total Employment	569	566	562	562	557	554	550	550	544	537	534	537	553
Vacancies	12	8	26	21	18	19	21	26	23	22	27	24	20
Applications	183	119	203	245	267	299	233	150	164	204	173	131	203
Applicant Notices	214	203	167	66	71	177	94	140	106	196	17	1	132
New Hires	8	2	1	3	4	3	2	8	1	3	1	9	3
Resignations	1	2	3	3	6	6	7	8	6	8	3	4	5
Retirements	0	3	2	0	2	0	0	0	0	2	1	2	1.00
Terminations	0	0	0	0	1	0	1	0	1	0	0	0	.27
Turnover Rate	.18%	.88%	.89%	.53%	1.44%	1.08%	1.09%	1.45%	1.10	1.49	.19	.74	.94%
Vehicle Accidents	2	5	2	7	3	1	3	1	0	3	4	2	3
Workers' Compensation	0	4	2	3	5	4	3	0	0	0	0	0	2.1
FFCRA Leave	41	5	5	3	5	5	2	1	20	9	2	5	9
Telework	27	28	25	23	13	12	11	11	11	11	11	11	17

Note: Hiring and separation statistics (resignations, retirements, and terminations) represent full-time and permanent part-time personnel.

Information Technology

March 2023

Prepared By: Angela Price

Date Prepared: April 6, 2023

- Cityworks rolled out for Building & Grounds Division.
- Completed primary computer replacement plan.
- Installed outdoor Access Points at WA Foster.
- Installed security cameras and TVs at TC Coley.
- Setup DGDC point-to-point wireless upgrade.
- Setup network for Balance Vending at GMGC.
- Completed SCADA switch installations for Public Utilities.
- Installed cameras & Access Points at Peacock Park Maintenance Complex.
- Setup Cityworks for Goldsboro Fire Department.
- Completed Drone Survey Flights.
- Destroyed Hard Drives that were no longer needed.
- Resolved Voice Mail Server Issues.
- Prepped Golf Cart Shelter for wireless and cameras.

2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened	825	719	842										795	2386
Tickets Closed	776	840	805										808	2423
Open Tickets	433	312	349										365	

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened	379	353	430	362	451	503	562	523	624	749	663	656	521	6,255
Tickets Closed	310	304	466	398	392	540	464	548	590	686	689	795	515	6,182
Open Tickets	474	523	487	451	510	473	571	546	580	643	617	478	529	

INSPECTIONS

Mar 2023

Prepared By: Allen Anderson, Jr.

Date Prepared 04/04/23

The valuation of all permits issued for March totaled \$23,768,147. While Covid-19 is still a major concern for our local economy, development has taken an upward trend compared to the past several years.

All permit fees collected for the month totaled \$65,045. Of the permit fees collected for the month, \$5,100 was collected in technology fees. Plan review fees collected during the month totaled \$2,060. Business Registration fees collected totaled \$1,160.

The Inspectors did a total of 626 inspections for the month. During the month of March, twelve (12) business inspections were completed. A total of 347 permits were issued for the month. Forty-nine (49) plan reviews were completed for March.

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
All Permit Valu. \$ (M)	\$7.7	\$43.8	\$23.8										\$25.1
All Bldgs \$ (M)	\$3.5	\$42.1	\$6.3										\$17.3
Residential \$ (K)	\$1.5M	\$652	\$2.8M										\$1.7M
Misc \$ (M)	\$4.2	\$1.7	\$17.5										\$7.8
Permit Fee \$ (K)	\$31	\$40	\$65										\$45
Inspections	511	517	626										551
Permits Issued	287	413	347										349
Plan Reviews	49	35	49										44
2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
All Permit Valu. \$ (M)	\$3.9	\$11.1	\$5.4	\$6.7	\$5.1	\$9.6	\$17.8	\$6.5	\$9.7	\$10.7	\$8.6	\$5.6	\$8.4
All Bldgs \$ (M)	\$2.1	\$9.1	\$3.9	\$5.0	\$2.4	\$7.6	\$15.4	\$3.3	\$6.5	\$9.4	\$6.4	\$2.3	\$6.1
Residential \$ (K)	\$813	\$3M	\$472	\$4.4M	\$341	\$1.3M	\$0	\$300	\$3.1M	\$1.1M	\$1.1M	\$1.1M	\$1.4M
Misc \$ (M)	\$1.8	\$2	\$1.4	\$1.7	\$2.7	\$2.0	\$2.4	\$3.2	\$3.1	\$1.3	\$2.3	\$3.3	\$2.3
Permit Fee \$ (K)	\$39	\$43	\$43	\$35	\$43	\$41	\$36	\$48	\$43	\$42	\$33	\$29	\$40
Inspections	460	551	654	614	584	730	531	661	621	587	836	512	612
Permits Issued	258	281	288	281	336	344	253	306	488	306	288	208	303
Plan Reviews	38	66	79	39	45	48	58	56	74	57	33	23	51

PARAMOUNT
March 2023
Prepared by: Adam Twiss
Date Prepared 4/10/2023

-----PARAMOUNT THEATRE-----

- **March capacity unrestricted; masks and distancing recommended, not required.**
- **March activity included 30 rental/use days, including 21 public performances.**
 - Notable Activity:
 - StageStruck: Into The Woods; 2-week residency, 4 performances
 - Dusty's Circus: 6 performances in 3 days
 - Goldsboro Ballet: Little Mermaid; 1-week, 4 performances
 - Dance For Christ: 2-week residency, 6 performances
 - United Way: Fill the seats food drive
- **March cancelled/rescheduled programming includes 1 days, 1 public performance**
- **Repairs and Maintenance:**
 - In Progress:
 - Façade requires immediate attention for safety; TA Loving investigating
 - HVAC Essential Controls upgrade
 - Wheelchair lift – Receiving quotes, intend to replace in this fiscal year if possible.
 - Sound repair and upgrade – Foundation to fund, quote expected in the next week
 - Roof leaks identified, patched, and repaired by Wayne Roofing

-----FINANCIAL-----

Expenses: \$66,591: Labor: \$31,263 / Operations: \$6468 /Artist and Renter box office Payout: \$28,860
Revenues: \$67,200: Tickets: -\$62,577 / Rentals: -\$1,452 / Concession: \$3,171

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	FY 23 Total	Average
Exp	\$47,039	\$34,677	\$52,943	\$64,232	\$38,325	\$149,481	\$63,274	\$46,490	\$66,591				\$563,052	\$62,561
Rev	-\$867	\$9,685	\$27,448	\$27,531	\$54,098	\$99,030	\$49,176	\$12,457	\$67,200				\$345,758	\$38,418
	21-Jul	21-Aug	21-Sep	21-Oct	21-Nov	21-Dec	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	FY 22 Total	Average
Exp	\$53,123	\$32,009	\$38,135	\$55,769	\$47,860	\$110,177	\$69,919	\$27,119	\$73,052	\$65,217	\$56,198	\$72,730	\$701,308	\$58,442
Rev	\$2,881	\$11,843	\$11,014	\$14,718	\$46,585	\$85,238	\$67,668	\$10,947	\$35,192	\$57,493	\$56,429	\$55,513	\$455,521	\$37,960

-
- Our Bryan Multi-Sports Complex (MSCX) hosted an Olympic Development Program (ODP) on March 5th – **250 participants**
 - Senior Card Group Play at TC Coley Community Center – **78 participants**
 - Goldsboro Event Center (GEC) hosted fifteen (15) events during March – **1,632 guests** and four (4) City of Goldsboro events – **170 guests**
 - GEC hosted a public forum regarding the City of Goldsboro’s election process in March – **40 participants**
 - There are only four (4) Saturdays open (available) to rent at the GEC for the rest of 2023
 - Goldsboro Golf Course hosted several high school matches – **131 players** and the SJAFB Spartans tournament – **60 players**
 - Balance Vending passed their initial inspection and expect to open their café at the Goldsboro Golf Course during the Masters Tournament Weekend
 - Youth Karate Program at WA Foster Center for March – **148 participants**
 - Attendance in our Youth and Adult Game Rooms at WA Foster Center – **455 visitors** for the month of March
 - Annual Shad Tournament with EZ Bait and Tackle was held on March 25th – **70 participants**
 - Practices for Youth Spring Sports of Soccer, T-Ball, Baseball and Softball started in the month of March
 - Gym Open Play at WA Foster Center for Adults and Youth during March – **631 participants**
 - Park Maintenance Staff continue to clean the park restrooms that have not been winterized and the restrooms at the HUB daily
 - Park Maintenance Staff continue to tend to the landscaping on Center Street
 - As of July 2021, expenditures at all locations on the following report now reflect ALL STAFF associated with/assigned to that location – Full-time staff, Part-time staff, and Seasonal staff

2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Goldsboro Event Center													
Rental Revenue	\$21,154	\$17,487	\$22,241										\$20,294
Facility Usage	1250	1975	1802										1676
Expenditures	\$6,742	\$8,122	\$7,537										\$7,467
WA Foster Recreation Center													
Program Revenue	\$2,860	\$2,977	\$2,195										\$2,677
Rental Revenue	\$948	\$1,827	\$2,918										\$1,898
Facility Usage	2633	1632	2022										2096
Expenditures	\$6,989	\$12,076	\$12,603										\$10,556
T.C. Coley Community Center													
Program Revenue	\$497	\$1,130	\$539										\$722
Rental Revenue	\$1,890	\$720	\$450										\$1,020
Facility Usage	197	73	170										147
Expenditures	\$1,874	\$1,379	\$2,203										\$1,819
Specialized Recreation													
Program Revenue	\$0	\$0	\$0										\$0
Rental Revenue	\$0	\$0	\$0										\$0
Facility Usage	190	182	98										157
Expenditures	\$7,618	\$8,447	\$6,350										\$7,472
Senior Programs & Pools													
Program Revenue	\$0	\$185	\$0										\$62
Rental Revenue	\$0	\$0	\$0										\$0
Facility Usage	166	251	295										237
Expenditures	\$3,749	\$5,489	\$4,688										\$4,642
Athletics, Field & Picnic Shelters, Bryan MSCX													
Program Revenue	\$65	\$32,120	\$23,050										\$18,412
Rental Revenue	\$6,136	\$0	\$85										\$2,074
Facility Usage	17550	19750	21900										19733
Expenditures	\$4,917	\$9,557	\$10,461										\$8,312
Golf Course													
Revenues	\$37,930	\$32,709	\$55,850										\$42,163
Expenditures	\$63,976	\$35,563	\$52,218										\$50,856
Rounds of Golf	1200	1592	2788										1860
Net	-\$26,046	-\$2,854	\$3,632										-\$8,423
Special Events													
Revenues / Sponsorships	\$0	\$2,000	\$0										\$667
Participation	0	200	70										90
Expenditures	\$18	\$911	\$511										\$480
TOTAL REVENUE													
TOTAL REVENUE	\$71,480	\$91,155	\$107,328										\$89,988
TOTAL EXPENSES													
TOTAL EXPENSES	\$95,051	\$80,793	\$96,571										\$90,805
TOTAL REVENUE FOR THE YEAR			\$269,963										
TOTAL EXPENSES FOR THE YEAR			\$272,415										

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park Recreation Center													
Program Revenue	\$1,910	\$520	\$720	\$978	\$2,050	\$27,880	\$3,200	\$1,190	\$720	\$1,710	\$1,505	\$990	\$3,614
Rental Revenue	\$735	\$1,475	\$1,530	\$2,350	\$520	\$1,366	\$1,013	\$1,895	\$0	\$0	\$450	\$450	\$982
Facility Usage	250	189	243	188	159	1475	470	224	286	468	390	292	386
Expenditures	\$7,135	\$5,287	\$6,294	\$6,126	\$5,142	\$8,344	\$17,670	\$8,333	\$4,855	\$5,048	\$4,652	\$4,485	\$6,948
WA Foster Recreation Center													
Program Revenue	\$895	\$295	\$505	\$430	\$2,453	\$3,750	\$1,475	\$1,185	\$1,108	\$1,258	\$563	\$1,952	\$1,322
Rental Revenue	\$900	\$2,820	\$1,800	\$3,058	\$2,163	\$1,653	\$2,950	\$1,025	998	\$1,238	\$513	\$1,377	\$1,625
Facility Usage	1595	1565	1565	2051	1814	2495	2268	2814	1825	1719	1579	2325	1779
Expenditures	\$18,218	\$18,684	\$16,911	\$16,186	\$12,952	\$13,819	\$29,738	\$15,471	\$8,798	\$11,022	\$9,556	\$10,764	\$15,177
T.C. Coley Community Center													
Rental Revenue	\$518	\$450	\$518	\$518	\$880	\$948	\$525	\$698	\$855	\$585	\$585	\$585	\$639
Expenses	\$1,848	\$0	\$0	\$0	\$80	\$0	\$100	\$0	\$0	\$42	\$0	\$357	\$202
Specialized Recreation													
Program Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$39	\$0	\$3
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Usage	95	119	152	58	360	220	203	211	222	230	160	123	179
Expenditures	\$5,865	\$5,592	\$5,921	\$5,620	\$4,039	\$4,761	\$6,253	\$2,946	\$2,064	\$10,867	\$11,985	\$6,856	\$6,064
Senior Programs & Pools													
Program Revenue	\$105	\$105	\$105	\$105	\$1,807	\$8,484	\$4,936	\$2,594	\$190	\$190	\$462	\$190	\$1,606
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Usage	232	376	375	1013	1243	3492	3287	1870	268	256	194	271	1073
Expenditures	\$1,027	\$2,257	\$1,874	\$1,722	\$2,437	\$11,092	\$37,817	\$30,044	\$13,284	\$5,555	\$3,114	\$5,234	\$9,621
Athletics, Field & Picnic Shelters, Bryan MSCX													
Program Revenue	\$5,555	\$16,145	\$10,338	\$3,319	\$19,384	\$2,790	\$3,155	\$27,200	\$27,200	\$2,990	\$7,460	\$1,362	\$10,575
Field / Shelter Rental \$	\$0	\$0	\$0	\$150	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$44
Facility Usage	10673	14935	23858	29346	44914	36785	11450	13125	13125	23100	23000	13425	21478
Expenditures	\$22,418	\$15,209	\$16,761	\$19,436	\$34,794	\$10,597	\$16,635	\$11,609	\$9,099	\$8,745	\$13,479	\$5,587	\$15,364
Golf Course													
Revenues	\$15,988	\$33,437	\$50,876	\$63,756	\$68,934	\$61,883	\$51,301	\$56,058	\$50,749	\$58,366	\$34,376	\$26,979	\$47,725
Expenditures	\$31,667	\$37,653	\$43,486	\$35,649	\$38,279	\$49,110	\$57,300	\$80,153	\$43,513	\$41,316	\$34,791	\$43,762	\$44,723
Rounds of Golf	433	1296	1724	2502	1936	1976	1816	1401	1291	1699	1120	541	1478
Net	-\$15,680	-\$4,216	\$7,390	\$28,107	\$30,655	\$12,773	-\$5,999	-\$24,100	\$7,236	\$17,051	-\$415	-\$16,782	\$3,002
Special Events													
Revenues / Sponsorships	\$0	\$0	\$0	\$0	\$0	\$1,975	\$0	\$0	\$300	\$370	\$0	\$0	\$220
Participation	0	0	0	1600	0	110	0	0	75	766	0	5000	629
Expenditures	\$2,013	\$110	\$110	\$285	\$0	\$1,599	\$0	\$0	\$472	\$472	\$0	\$1,861	\$577
TOTAL REVENUE	\$26,606	\$55,247	\$66,392	\$74,664	\$98,266	\$110,729	\$68,555	\$91,845	\$81,122	\$66,707	\$45,952	\$34,185	\$820,269
TOTAL EXPENSES	\$90,191	\$84,792	\$91,357	\$85,024	\$97,723	\$99,322	\$165,513	\$148,556	\$82,085	\$83,067	\$77,577	\$78,905	\$1,184,112
TOTAL REVENUE FOR THE YEAR				\$820,269									
TOTAL EXPENSES FOR THE YEAR				\$1,184,112									

****Expenditures include part-time labor cost, facility operational cost, and full-time labor cost. Not included in expenditures is loan/bond payments and electricity for the areas with the exception of our Golf Course. All these costs are included for our Golf Course Expenditures.**

PLANNING DEPARTMENT
MONTHLY REPORT – March 2023
Prepared by: Rachael Smith

General Tasks

Planning staff reviewed and signed off on all commercial and residential building and sign permits. Staff continues to prepare for upcoming meetings and has overseen contracted projects for the ADA Transition Plan, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. Staff continues compliance with the NCGS Legislative 160D updates. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports.

[illegible]

GOLDSBORO POLICE DEPARTMENT

March 2023

Prepared By: Michael D. West

Date Prepared: April 3, 2023

Total Part I Crimes (Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny, Motor Vehicle Theft, and Arson) for March 2023 were 170, compared to 149 for March 2022.

Property with an estimated value of \$313,066 was reported stolen, while property with an estimated value of \$37,720 was recovered and property damaged was \$33,611.

Officers arrested 107 people and issued 236 citations during the month. There were 13 drug-related charges.

There was 1 report(s) of assault(s) on officer(s).

Revenue collected for March 2023 included:

Police Reports	\$ 206.00
Fingerprints	\$ 50.00
Special Events	\$ 125.00
Total	\$ 381.00

PART I CRIME COMPARISON & TREND														
2023	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total	
OFFENSE														
Homicide	0	0	1										1	
Rape	0	2	1										3	
Robbery	2	1	4										7	
Aggravated Assault	15	17	26										58	
Breaking & Entering	22	16	12										50	
Larceny	112	88	110										310	
Motor Vehicle Theft	10	10	16										36	
Arson	0	0	0										0	
TOTALS	161	134	170										465	
2022	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total	
OFFENSE														
Homicide	0	1	2	0	0	2	0	0	1	0	0	1	7	
Rape	1	2	1	3	1	1	1	1	2	0	3	3	19	
Robbery	1	2	6	3	5	3	8	2	2	2	5	2	41	
Aggravated Assault	11	12	20	31	27	20	20	19	25	16	13	13	227	
Breaking & Entering	25	19	18	26	19	28	24	16	24	17	10	10	236	
Larceny	92	86	95	118	94	117	106	127	103	162	102	112	1314	
Motor Vehicle Theft	6	6	7	5	15	21	9	7	9	14	15	6	120	
Arson	0	1	0	1	0	0	0	0	0	0	0	0	2	
TOTALS	136	129	149	187	161	192	168	172	166	211	148	147	1966	

PUBLIC UTILITIES DEPARTMENT

January

Prepared By: Robert Sherman

Date Prepared: April 7, 2023

Water Treatment Plant

- The Water Treatment Plant operations are proceeding smoothly.
 - Flood Barrier footer work has continued. Currently implementing Capital Projects for the replacements of the ATSS at the WTP and at the NRPS.
 - One vacant position.

Water Reclamation Facility

- The Water Reclamation Facility (WRF) operations have been performing well. The average daily flow for March is 7.81-MGD. The yearly average flow for the WRF is 8.33-MGD. This puts the WRF at 59% capacity.
 - All the city's 26 pump stations are operating well. No major issues to report.
 - Working on implementation several Capital Improvements projects: Bar screen at New Hope L/S, Generator at Westbrook L/S, replacement of the underdrain system for Sand filter #2 and Upgrade of the Public Utilities Telemetry system Replace Transfer Switches at the Neuse Rive Pump Station and WTP, Replace Bulk Storage Tank at the WRF, Construct Bay 8 enclosure at the Compost Facility and Replace flow meters at the WTP.
 - 4 uncertified operators will be sitting for exams on June 8 for their certifications.
 - 2 vacant positions.

Compost Facility

- Eight hundred and thirty-five cubic yards of compost and mulch were sold in March 2023.
- One vacant position.

Historical data for water and sewer volumes are in million gallons per day (MGD) and are average daily flows for each month.

2023 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Average
Water*	5.82	5.80	6.32										5.98
Sewer**	7.23	9.94	7.81										8.33
Compost	163	358	835										452

*Water permit- 14.0 MGD; **Wastewater permit- 14.2 MGD

2022 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Average
Water*	5.608	5.487	5.60	5.53	5.91	6.15	6.304	6.330	6.254	5.97	5.80	6.086	5.92
Sewer**	9.15	9.32	8.63	7.86	7.57	6.56	7.85	7.34	7.05	6.99	6.48	6.67	7.62
Compost	165	972	663	1,287	995	278	419	204	491	619	830	262	599

*Water permit- 14.0 MGD; **Wastewater permit- 14.2 MGD

Public Works Department

March 2023

Prepared by: Rick Fletcher

Date Prepared: 10 March 2023

Monthly Highlights

Buildings & Grounds: Multiple electrical additions/repairs; Continuing IT upgrades Citywide with numerous CAT 6 pulls; assisted with facade incident at paramount.

Distribution & Collections: Call duty responded to 25 after hour calls--total of 43 hours. Completed 114 work orders.

Streets & Stormwater: Poured 28.5 Sq. Yds. of sidewalk and 83 LF of curb and gutter; Re-graded and added 7.5 tons of crush & run to 0.7 Miles of dirt streets at Bain, Tarboro, Kadis, Atlantic and Dewy; Jet rodded/cleaned 2,166 Fl of storm drain pipe; Cut and cleared 3,610 LF of Storm Water easements along Stony Creek, Jay Ryan Rd and Samuel Rd; Laid 108' of 15" HDPE pipe and landscaped at 139 Woods Mill Rd. in Hunters Creek subdivision.

Departments		2023												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	10.7	17.6	11.3										13.2
	Lines Camera'd (1000-ft)	1.6	5.2	3										3.3
	Water Repairs	30	22	23										25.0
	Sewer Repairs	12	12	18										14.0
	Hydrants Replaced/Fixed	12	3	5										6.7
	Meter Install/Changed	3	5	8										5.3
Bldg & Grounds	Radio, Electrical, Bldg	49	61	63										57.7
	ROW Mowing (ac)	0	0	0										0.0
	City-Owned Lots Mowing (ac)	0	15	69										28.0
Garage	Total Work Orders	249	207	265										240.3
	Total Fuel Cost (x1000)	\$ 79	\$ 74	\$ 76										76.2
Solid Waste	Refuse (x1000 tons)	1.08	0.91	1.10										1.031
	Recyclables (tons)	0	38	0										12.6
	Leaf-n-Limbs (x1000 tons)	0.9	0.8	0.6										0.742
Cemetery Funerals		5	4	5										4.7
Street & Storm	Utility Cut Repairs	9	8	23										13.3
	Pot Hole Repairs	70	65	105										80.0
	Streets Swept (miles)	49.7	102	170.8										107.5
	Pipe&Open Ditch Maint(1000-ft)	4.05	2.07	2.16										2.8
	Ditch mowing (1000-ft)	0.00	2.85	0.00										1.0
	Storm Pipe Repairs	1	3	1										1.7
		2022												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	9.1	4.7	9.0	14.8	12.9	15.3	37.1	31.0	4.5	5	11.9	6.4	13.5
	Lines Camera'd (1000-ft)	2.3	1.9	2.2	1.9	3.5	7.1	3.0	4.1	4.1	3.5	4	2.4	3.3
	Water Repairs	33	37	25	26	19	27	25	24	14	25	26	21	25.2
	Sewer Repairs	20	19	20	14	25	17	28	11	12	6	18	6	16.3
	Hydrants Replaced/Fixed	2	2	2	1	8	3	2	32	3	5	10	6	6.3
	Meter Install/Changed	12	27	16	6	12	15	4	8	5	5	8	6	10.3
Bldg & Grounds	Radio, Electrical, Bldg	41	53	42	35	38	48	46	41	29	29	38	34	39.5
	ROW Mowing (ac)	32	15	55.5	74.2	92.8	65.6	90.6	53.3	96.8	38.5	0	0	51.2
	City-Owned Lots Mowing (ac)	0	10	39.2	84	195.9	226.7	147.5	165.7	86.8	11	0	0	80.6
Garage	Total Work Orders	295	200	257	212	224	244	227	253	219	232	204	165	227.7
	Total Fuel Cost (x1000)	\$ 49	\$ 48	\$ 57	\$ 52	\$ 117	\$ 141	\$ 112	\$ 111	\$ 98	\$ 93	\$ 89	\$ 70	86.4
Solid Waste	Refuse (x1000 tons)	1.07	0.91	1.11	0.98	1.04	1.09	0.96	1.16	0.97	0.81	0.91	1.05	1.0
	Recyclables (tons)	20	38	0	0	0	0	0	41	68	87	51	55	30.0
	Leaf-n-Limbs (x1000 tons)	0.6	0.5	0.5	0.5	0.5	0.9	0.5	0.4	0.5	0.6	0.6	0.8	0.6
Cemetery Funerals		4	5	4	2	2	5	4	3	2	3	8	5	3.9
Street & Storm	Utility Cut Repairs	0	36	23	16	13	9	17	16	9	15	14	0	14.0
	Pot Hole Repairs	65	51	116	14	56	15	33	57	23	16	16	39	41.8
	Streets Swept (miles)	78.2	156.1	177.2	127.8	166.28	191	133.9	209.2	152.3	138.4	69.2	63.4	138.6
	Pipe&Open Ditch Maint(1000-ft)	0.14	0.00	3.00	0.00	0.20	0.31	0.13	0.02	0.44	0	0.2	0.2	0.4
	Ditch mowing (1000-ft)	0.00	0.40	0.00	0.00	19.28	44.50	9.43	31.60	17.38	20.04	3.08	0.00	12.4
	Storm Pipe Repairs	6	2	2	2	3	3	1	7	3	1	4	1	2.9

- Inquiries were fulfilled for the month of March by the TTO—615 e-inquiries.
- Total hotel revenue generated in January was \$1,813,947 which is up 10.8% YOY. March revenue not yet released.
- February SEO report has not yet been released.
- Amanda and Candace attended the Visit NC 365 Conference
- Attended Wings Over Wayne Air Show meeting on base – 3/13
- Amanda and Dustin met with Lane Tree regarding the 2024 AJGA Tournament
- City of Goldsboro budget meeting
- Hosted the 135th USCT Civil War Trail Marker celebration on March 27th.

March Occupancy Tax Figures Have Not Been Released

City Occupancy Tax Collections

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2022-23	\$77,698	\$88,942	\$92,884	\$105,264	\$98,050	\$90,136	\$70,276	\$64,615					\$687,895	\$85,986
2021-22	\$77,369	\$89,826	\$83,501	\$62,587	\$81,019	\$99,449	\$62,630	\$52,059	\$71,272	\$83,367	\$84,805	\$91,505	\$939,388	\$78,282