

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
TUESDAY, JANUARY 21, 2020**

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

I. WORK SESSION–5:00 P.M. – CITY HALL ADDITION, 200 N. CENTER ST., ROOM 206

ADOPTION OF THE AGENDA

OLD BUSINESS

- a. Boards and Commissions Discussion (City Clerk)
- b. Council Committees Discussion (Mayor Pro Tem)
- c. TC Coley Community Center Update (Parks and Recreation)

NEW BUSINESS

- d. Governor's Crime Commission Grant Support Request (Judge Ericka James)**Attachment Included*

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

Invocation (Archbishop Anthony Slater, Tehillah Church Ministries)

Pledge of Allegiance

III. ROLL CALL

IV. APPROVAL OF MINUTES (*Motion/Second)

A. Minutes of the Work Session and Regular Meeting of December 16, 2019

V. PRESENTATIONS

B. Zeta Phi Beta Sorority Month Proclamation

C. ¼ Cent Sales Tax Support Request (Craig Honeycutt, Wayne County Manager)

VI. PUBLIC HEARINGS (*Motion/Second)

- D. Z-23-19 D & J Sand and Gravel – East side of Claridge Nursery Road between W. US 70 Highway and W. US 70 Bypass (R-16 to I-2CD) (Planning)
- E. Z-24-19 J.D. Pike Jr. – West side of N. Center Street between W. Oak Street and W. Ash Street (Planning)
- F. CU-13-19 Jerry Futrell – East side of US 117 South between Arrington Bridge Road and South George Street (Increase in electronic gaming machines from 35 to 101 for existing Internet Café) (Planning)

PLANNING COMMISSION EXCUSED

VII. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)

VIII. CONSENT AGENDA ITEMS (*Motion/Second--Roll Call)

G. 42nd Annual Greater Goldsboro Road Run—Temporary Street Closing (Police)

H. Departmental Monthly Reports

IX. ITEMS REQUIRING INDIVIDUAL ACTION (*Motion/Second)

I. Advisory Board and Commission Appointments (City Manager)

X. CITY MANAGER'S REPORT

XI. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS

XII. CLOSED SESSION

XIII. ADJOURN

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JANUARY 21, 2020 COUNCIL MEETING

SUBJECT: Resolution Supporting the Governor's Crime Commission Disproportionate Minority Contact (DMC) Grant

BACKGROUND: The City of Goldsboro was requested to contribute in the submission of this grant as the host agency. The application for submission is January 31, 2020.

DISCUSSION: The Governor's Crime Commission is particularly interested in applications that address juvenile delinquency prevention efforts and system improvement efforts designed to reduce the disproportionate number of juvenile members of minority groups who come into contact with the juvenile justice system.

The Commission encourages programs that involve partnerships, collaboration and best practices to meet the needs of minority youth overrepresented at specific juvenile justice decision points to include referral to court, admission to detention or YDC and cases involving minority youth that are petitioned and/or have a finding of delinquency

The DMC grant is about assessment, training, and engagement and the outcomes for the first year focus on engagement and baseline assessment; and

Although the City of Goldsboro's Police Department is the host agency, there are several community partners in this collaboration to include: Wayne County Public Schools, Communities Supporting Schools, Wayne County Sheriff, Wayne County Court System, Goldsboro Housing Authority.

RECOMMENDATION: It is recommended that the City Council by motion, authorize the Mayor Pro Tem and City Clerk to sign a Memorandum of Understanding to act as the host agency of the Governor's Crime Commission Grant.

DATE: _____

Tim Salmon, City Manager

RESOLUTION NO. 2020-

A RESOLUTION SUPPORTING THE GOVERNOR'S CRIME COMMISSION
DISPROPORTIONATE MINORITY CONTACT (DMC) GRANT

WHEREAS, The City of Goldsboro was requested to contribute in the submission of this grant as the host agency. The application for submission is January 31, 2020; and

WHEREAS, The Governor's Crime Commission is particularly interested in applications that address juvenile delinquency prevention efforts and system improvement efforts designed to reduce the disproportionate number of juvenile members of minority groups who come into contact with the juvenile justice system; and

WHEREAS, The Commission encourages programs that involve partnerships, collaboration and best practices to meet the needs of minority youth overrepresented at specific juvenile justice decision points to include referral to court, admission to detention or YDC and cases involving minority youth that are petitioned and/or have a finding of delinquency; and

WHEREAS, The DMC grant is about assessment, training, and engagement and the outcomes for the first year focus on engagement and baseline assessment; and

WHEREAS, Although the City of Goldsboro's Police Department is the host agency, there are several community partners in this collaboration to include: Wayne County Public Schools, Communities Supporting Schools, Wayne County Sheriff, Wayne County Court System, Goldsboro Housing Authority.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina, that:

1. The City of Goldsboro is authorized to support the application of the Governor's Crime Commission Disproportionate Minority Contact (DMC) Grant.
2. This resolution shall be in full force and effect from and after the 21st day of January, 2020.

Mayor Pro Tem

Attested by:

City Clerk

MINUTES OF THE MEETING OF THE CITY COUNCIL HELD
DECEMBER 16, 2019

WORK SESSION

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on December 16, 2019 with attendance as follows:

Present: Mayor Pro Tem Bill Broadaway, Presiding
Councilmember Antonio Williams
Councilmember Taj Polack
Councilmember Brandi Matthews
Councilmember David Ham
Councilmember Gene Aycock
Ron Lawrence, Attorney
Tim Salmon, City Manager
Melissa Capps, City Clerk
Randy Guthrie, Assistant City Manager
Octavius Murphy, Assistant to the City Manager
Jennifer Collins, Planning Director
Scott Williams, IT Director
Felicia Brown, Interim P&R Director
Mike Wagner, Public Utilities Director
Rick Fletcher, Public Works Director
James Farfour, Deputy Fire Chief
Julie Metz, DGDC Director
Erin A Fonseca, DGDC Marketing & Events Manager
Bernadette Dove, HR Director
Catherine Gwynn, Finance Director
Shycole Simpson-Carter, Community Relations Director
Adam J. Twiss, Director of Paramount Theatre and GEC
Scott Satterfield, Business & Property Development Specialist
Craig Honeycutt, County Manager
Ken Conners, News Director, Curtis Media Group
Sierra Henry, News Argus Reporter
Mike Womble, Williams Overman Pierce, LLP
Mark Pope, Wayne County Development Alliance President
Keyon Carter, Citizen
Lonnie Casey, Citizen
Bobby Mathis, Citizen
Della Mathis, Citizen
Yvonnia Moore, Citizen
Jay Bauer, Citizen
Alicia Pierce, Citizen
LeKeshia Polack, Citizen
Kelvin Stallings, Citizen
Sylvia Barnes, Citizen (arrived at 5:11 p.m.)

Absent: Mayor Chuck Allen

Call to Order. The meeting was called to order by Mayor Pro Tem Broadaway at 5:00 p.m.

Adoption of the Agenda. Councilmember Ham made a motion to adopt the agenda. The motion was seconded by Councilmember Aycock. Mayor Pro Tem Broadaway, Councilmembers Polack, Matthews, Ham and Aycock voted in favor of the motion. Councilmember Williams voted against the motion. The motion passed 5:1.

Forensic Audit – Mike Womble. Mr. Mike Womble with Williams Overman Pierce, LLP, located in Greensboro and Raleigh, NC shared information with City Council regarding forensic audits. Mr. Womble stated our profession unfortunately uses words that sound very

similar to words to people outside our profession use pretty regularly. One of those terms is audit, and really what does audit mean to a CPA, to a CPA the word audit means, a level of assurance in the context of a financial statement with respect to how accurate the financial statement may follow a certain method of accounting. A financial statement, in its simplest terms is a statement, it is a listing of everything the city for example owns and everything the city owes. It includes schedules within that talks about how much money the city took in and how much the city expended. Then it has another couple of hundred pages that describes all the programs and details about other matters of interest to those who do use those financial statements. When a CPA would undertake an audit of the financial statement it's not really looking at any individual number or individual program or page, the CPA is rendering an opinion through the CPAs education and experience as to whether or not those financial statements taken as a whole are presented fairly with the method of accounting that is used in their preparation. A method of accounting is simply a set of rules that a CPA follows that if you have this type of revenue then you recorded like this, if you have this type of expense you recorded like that. It's just a complex set of rules that CPAs are trying to follow. When CPAs are auditing financial statements they are giving a higher level of assurance of those financial statements are prepared consistently with that method of accounting and that method of counting can vary from financial statement to financial statement and it is largely defined within that financial statement itself. So what does forensic mean? You hear about it a lot when a crime has occurred. In its simplest terms it means suitable for evidence. In an accounting context, the word forensic comes about because a lot of times accountants are in fact, we're looking back whether back to past transactions that have occurred, transactions that have been recorded and subsequently summarized into a financial statement. Ultimately, when you talk about forensic accounting, it's looking into the past whether it be accounting records or other records for an organization like this typically maintained to answer certain questions in a way that you can draw conclusions of some type based on the records that have been maintained by the organization. Some examples that might be relevant is expense reports, it might be the process by which write-offs for water accounts have been made, it might be how the tax collections have fared, what procedures have been taken for any number of things.

Mr. Womble stated there really isn't a term that I would use that would be "forensic audit," so what I would call an engagement like this would be a forensic accounting engagement. A forensic accounting engagement could be almost anything imaginable. What you are doing is, you have defined a question that you need an answer to. That question may be how many miles have all the city vehicles traveled in the month of November. It may be have all the employees with a credit card, have they followed procedures established by the town to make purchases, in order to make those purchases. It could be, before certain activities have occurred, was policy A, B and C followed, but they are unique, discreet, individual questions that are raised and very finite steps defined in order to accomplish that forensic accounting engagement. Mr. Womble provided an example regarding expense reports.

Mr. Womble stated the most important thing to consider in the definition of the scope of work, which is the task, the question, what is it that you want to know, what is the result you want to come from this activity, is to consider cost. One thing the audit did was look at the financial statements taken as a whole, the whole activity, the whole city, but not individual items per say but in a forensic accounting engagement, you would be looking at again, specific questions, specific things, looking at those specific things with great detail. So to say that we would want to audit, to have a forensic accounting investigation of the entire city would be something that would be really, really expensive. The accountants would love, we could work forever, but we would never finish because there are so many things to look at. So when you are considering something, define the question distinctively, what is it you really want to know and then put that out as an RFP to qualified firms, to CPAs who are credentialed, trained, that have experience in forensic accounting. This is the question we would like to have answered, would you please tell me how you would approach this and have them give you an estimate of costs. I can tell you, you can have great variations in costs based upon your scope of work. If you have a very narrow question that you would like to have answered, then that very narrow question assuming that doesn't involve thousands and thousands of pages of paper, it might be fairly inexpensive, but if it is a question that involves a huge volume of paperwork or a lot of people to talk to you can just think about the time it would take you to read through a large book. Most CPAs will bill by the hour.

Mr. Womble stated as a former city councilmember myself, I would just be concerned with the cost/benefit, is what I am spending a good use of taxpayer funds to answer the question. If you do consider going forward with some type of forensic investigation, maybe have some assistance in developing the RFP and then just having a conversation with those that respond to make sure it is worded in a way that it results in a way to provide the best cost/benefit to the community.

Councilmember Williams stated I appreciate you coming here today. The reason why we have asked you to be here is because we have had a lot of directors that left, including our city manager. So we are concerned about protecting the tax dollars of our citizens here. So with all these directors leaving, we've been concerned. We've also had our new finance director, who has come back repeatedly, there has been mistakes. So being that there were mistakes and things she had to clear up, that gives us great concern. I would like to know what the weaknesses are of each department and that is what a forensic audit can do as well, to show were some weaknesses are, am I correct?

Mr. Womble replied well there are actually a couple of avenues that you could take to answer those questions and one of those would be to talk to the current auditors of the city. As a part of their work, they do a study and evaluate internal controls. Mr. Womble stated you might look back at your audit and talk to auditors about what they did do. A couple of additional things you might could do a separate internal control study that would help you determine whether or not you have enough checks and balances. A third thing you could do is a forensic investigation.

Councilmember Williams stated my concern is a traditional auditor goes by GAAP, the general practices of GAAP, a forensic auditor does not have to go through that. When it comes to a traditional auditor they are just trying to detect material mistakes, opposed to an auditor that can recreate the books and find out when something is incorrect.

Mr. Womble stated some parts of that is correct and let me point out some clarifications. A forensic auditor would not come in and recreate the books, we would not recreate what has already been done, now that could be done, it would just be really, really expensive. There has been a lot of people who have already been through those books, I would guess and I would want to use that good work as much as possible while achieving the purpose for which I was hired. I would take existing books and records to do the work. Generally Accepted Accounting Practices, GAAP, there are other accounting methods that are used for cities, but we do follow certain established methods of accounting, when audits are being performed there are certain rules and regulations followed. You are right, there is a lot of difference between an auditor coming here auditing the books, versus what a forensic accountant might do if hired for a specific task.

Councilmember Williams stated you said expensive, what would be a ballpark figure and have you ever done an audit on a city.

Mr. Womble replied, I have not had to do an audit on a city, I have been involved on your side of the desk with the city, of course have been involved as a CPA and understand the rules and all the things that must be done to do that work. I concentrate in forensic evaluation and litigation, so I do not do audits of cities, but saying that, I have a lot of experience with cities. As I mentioned before, the cost is directly contributable to how much work is required to be done and depends on the question you would like to answer. It would be very, very expensive, hundreds of thousands of dollars to go and do a forensic investigative study on the entire City of Goldsboro for an unknown number of questions and you would really never ask us to do that. It would really just come down to the question, if it is a limited number of documents, a very precise question that is easily answered, it could be \$5,000, \$10,000, \$15,000, \$20,000, \$30,000 in that ballpark. Now if you are talking about something that requires to look at hundreds of thousands of documents and talk with 10, 15, 200 people and develop an extensive report, explaining the findings, that is where it gets really expensive. Unless you have a really serious issue that has been identified, that would be something you would probably unlikely do, at least with what we know right now.

Councilmember Williams stated I appreciate everything, you have been very thorough. Councilmember Williams asked how where you contacted.

Mr. Womble replied Melissa reached out to me. She did an internet search, so I was very pleased to know that when she searched for forensic accountants our firm was one of the firms identified in search. Our firm is about 47 years old, offices in Greensboro, Raleigh and Wilmington and this is an area we practice in. I would say to alleviate any concerns, I get no compensation to be here today, I traveled from Raleigh just to do this as a service to Goldsboro, I get no financial benefit whatsoever for being here and I know no one here.

Councilmember Williams stated hopefully someone will contact your company, get some rewards for your good deeds here. As a city councilman, you can understand our concerns when it comes to department heads leaving, and just want to make sure all of our money is accounted for.

Mr. Womble stated absolutely, it is your job to be good stewards of the city's and taxpayers funds.

Mayor Pro Tem Broadaway thanked Mr. Womble for coming.

Boards and Commissions Discussion. Ms. Melissa Capps stated good evening City Council. Included in your packets, is a listing of current vacancies including those members who are eligible for reappointment. Also included is a list of applicants notating the applicants first, second and third choice for their interest in serving on a board or commission. At this time I would ask Council to provide recommendations for appointments if you are prepared to do so. Based off Council's recommendations, staff will prepare a Resolution for the appointments for the January 6, 2020 council meeting.

Councilmember Williams recommended Crystal Steadman for the Historic District Commission.

Mayor Pro Tem Broadaway reviewed the following vacancies:

Commission on Community Relations and Development

4 Vacancies – Ms. Humphries is eligible for reappointment (board recommended reappointment)
Board Recommended Amy Bauer, Chretien Dumond, and Stephen McFarland for appointment

Goldsboro Municipal Golf Course

2 Vacancies – Ms. Price is eligible for reappointment
Boarded recommended reappointment

Historic District Commission

4 Vacancies – 3 eligible for reappointment however Mr. Bauer wishes to serve on Planning Commission

- Robert Pinder- Eligible for Reappointment Board has recommended reappointment
- Beverly Weeks (Alternate)-Eligible for Reappointment Board has recommended reappointment

With the possibility of Mr. Bauer serving on the Planning Commission the Historic District Commission would have two seat vacancies and the Commission recommends the following:

Mr. Terry Cottle

Ms. Crystal Steadman

Goldsboro Recreation & Parks Commission

7 Vacancies - 3 eligible for reappointment (board recommended reappointments)

- George Cogdell-Eligible for Reappointment Board has recommended reappointment
- Danielle Baptiste -Eligible for Reappointment Board has recommended reappointment
- Larry Gerrard - Eligible for Reappointment Board has recommended reappointment

Board recommends Stephanie Brown, Kelvin Stallings, Glenda Creech and Montana Swift (Student Member) for appointment.

Mayor's Committee for Persons with Disabilities

16 Vacancies

Goldsboro Planning Commission

1 Vacancy

- Board recommends Jay Bauer for appointment.

Travel and Tourism Advisory Council

2 Vacancies (Board recommends reappointment for both)

- Mary Ann Dudley (At-Large) Eligible for Reappointment Board recommends appointment (12/31/20)
- Elba Gutierrez (Hotelier) Eligible for Reappointment Board recommends appointment

*Board recommends extending the term for Mary Ann Dudley to match her current term on the WCTDA (Wayne County Tourism Development Authority).

A copy of this information is included in Council's packet.

Councilmember Matthews stated you mentioned we try to go with applicant's first choice. Mayor Pro Tem Broadaway stated whenever possible. Councilmember Matthews stated I see a lot of board recommendations.

Council discussed appointment procedures and were asked to review the information.

Memorial Marker Policy Discussion. Ms. Felicia Brown provided Council with a memo regarding the current memorial marker policy with Resolution No. 2004-36 and Resolution No. 1990-12. Currently the policy gives the authority to our Recreation Advisory Commission the right to approve or disapprove the placement of memorial markers, should the Recreation Advisory Commission disapprove it, then an appeal of that decision shall be made in writing directly to the Goldsboro City Council. One of the things I was looking to do is change the policy to possibly read "upon appearing before the Recreation Advisory Commission for a recommendation, the proposal will be brought before the Goldsboro City Council for final approval."

The current policy also states to be eligible to receive a marker on a City of Goldsboro park area, an individual must be at least 70 years in age and have resided within the City of Goldsboro for a minimum of 30 years.

Council discussed and asked that staff bring back a proposal with suggested changes to the Memorial Marker Policy. Councilmember Williams also asked if there was a limited number of markers or memorials in the park. Ms. Brown stated it does say in the current policy it does say there would be a limit.

Lease of City-Owned Property – Request by Arnold Flowers. Mr. Guthrie shared the City has acquired property under the Hazard Mitigation Grant Program. As a part of this program, the City is required to maintain the property. Arnold Flowers owns property on Arrington Bridge Road, which is adjacent to parcels owned by the City. Mr. Flowers also leased land from the city in 2002.

Mr. Flowers proposes leasing the lots on Arrington Bridge Road (PIN#3507149748), Pecan Road (PIN#2597967216) and Casey Mill Road (PIN#3507403670) at no cost provided he complies with the terms of the Hazard Mitigation Program and maintains the property in an acceptable manner. Mr. Flowers is requesting to use the property for the purpose of growing and harvesting timber and pulpwood. The lease provides for a 6 month written notice of termination from either party; however, the term of the lease shall not exceed 40 years. He is not proposing a monetary compensation for the lease, he proposes to maintain the property in lieu of a monetary compensation. He is present tonight if you have any questions.

Mayor Pro Tem Broadaway stated I looked at this property and most of it is shrub, I think we need to get an inventory of possible timber lands and get an RFP out for lease and see what kind of money we could realize, rather than no money at all.

Council Committees Discussion. Mayor Pro Tem Broadaway stated please take a look at the committees and see what you would like to serve on and we will discuss at the next meeting. Councilmember Ham expressed interest to continue serving on the three boards he is

serving on at this time. Councilmember Williams stated I think we should all switch boards from time to time to learn how these other boards operate, I would like to discuss that more before we made a decision.

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

Item H. CU-12-19 Henry Battle - East side of S. James Street between Spruce Street and Pine Street. Ms. Collins shared staff met with applicant and adjacent property owners on December 9, 2019 and the applicant indicated no on-street parking would occur in front of residential homes beginning at 306 S. James Street north towards W. Spruce Street. Applicant has vacant property on the south side of the existing building to accommodate parking. Applicant also indicated his intent to utilize shared parking with adjacent property owners to the south of the proposed business (northeast corner and southeast corner of S. James Street and W. Pine Street) to accommodate parking. Councilmember Ham asked if there are violations of those conditions...Ms. Collins stated the city would monitor and if complaints are received staff will look into it.

Councilmember Polack stated I am glad the approval went through, but I was reading in the News Argus and unbeknownst to me, I know Mr. Aycock made the recommendation that both parties meet, I wanted to be a part of that meeting because I know both parties. So I guess my question was, who was chosen to be notified. Ms. Collins stated since the request came from Mr. Aycock I did ask the manager's office if he wanted to be present, he said no staff could handle it. It was just staff, applicant and adjoining property owner, no councilmember was involved.

Councilmember Williams made a motion to add under Presentation Item C-1 Proclamation Certificate to the agenda. The motion was seconded by Councilmember Polack and unanimously carried.

Item I. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for Surplus Real Property. Upon motion of Councilmember Williams, seconded by Councilmember Aycock and unanimously carried, Council amended the motion to accept the offer on 611 E. Pine Street and adopt a resolution authorizing Finance to advertise for upset bids.

Councilmember Williams stated I will be excusing myself because of pending litigation. Councilmember Williams left the room at 5:54 p.m.

Item J. Budget Amendment - 2019-2020 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME). Ms. Simpson-Carter reviewed the item and stated before we move forward I just wanted to say that your budget amendment in your package mirrors your Action Plan. The only difference is your Action Plan is an overall budget, it does not go into the weeds of individual line items, whereas your budget ordinance does. Therefore, a prime example is public facilities there is \$20,000 that is not directly in the line item but is in other line items to acquire any expenditures for any projects from public facilities. There are approximately four line items, Salaries & Wages – Rehabilitation; Social Security (rehab); Retirement (rehab); and Hospital Insurance (rehab) that little over \$20,000 is not directly in the public facilities line item for those soft costs that will be associated with the program are split up in those line items. We have to break it up into individual line items.

Councilmember Matthews stated you are saying that \$20,000 is not reflected in what I am seeing right now, is that what you are saying, it's like an addition you are just splitting it to those four entities. Ms. Simpson-Carter provided a handout and stated on page 5 where you have public facilities is listed at \$229,148, look at the individual line item which currently has \$208,454, the other \$20,694 is in the shaded highlighted area, which adds up to the \$229,148.

Councilmember Williams returned at 5:58 p.m.

Item L. Departmental Monthly Reports. Councilmember Williams stated it is very good to see what is happening in the departments. Thank you for sending out the weekly memo.

Closed Session Held. Upon motion of Councilmember Ham, seconded by Councilmember Williams and unanimously carried, Council convened into Closed Session to discuss an economic development matter.

Council came out of Closed Session.

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

CITY COUNCIL MEETING

The 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 December 16, 2019 with attendance as follows:

Present: Mayor Pro Tem Bill Broadaway, Presiding
Councilmember Antonio Williams
Councilmember Taj Polack
Councilmember Brandi Matthews
Councilmember David Ham
Councilmember Gene Aycock

Absent: Mayor Chuck Allen

The meeting was called to order by Mayor Pro Tem Broadaway at 7:00 p.m.

Archbishop Anthony Slater with Tehillah Church Ministries provided the invocation. The Pledge of Allegiance followed.

Approval of Minutes. Councilmember Ham made a motion to approve the Minutes of the Work Session and Regular Meeting of November 18, 2019 as submitted. The motion was seconded by Councilmember Polack. Mayor Pro Tem Broadaway, Councilmembers Polack, Matthews, Ham and Aycock voted in favor of the motion. Councilmember Williams voted against the motion. The motion passed 5:1.

Resolution Expressing Appreciation for Services Rendered by Gigi Eason as an Employee of the City of Goldsboro for More than 30 Years. Resolution Adopted. Gigi Eason retires on January 1, 2020 as an Engineer with the Goldsboro Fire Department of the City of Goldsboro with more than 30 years of service. Gigi began her career on May 31, 1989 as a Firefighter with the Goldsboro Fire Department. On August 11, 1999, Gigi was promoted to Fire Engineer with the Goldsboro Fire Department where she has served until her retirement. Gigi has proven herself to be a dedicated and efficient public servant who has gained the admiration and respect of her fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Gigi Eason their deep appreciation and gratitude for the service rendered by her to the City over the years. We express to Gigi our very best wishes for success, happiness, prosperity and good health in her future endeavors.

Upon motion of Councilmember Aycock, seconded by Councilmember Ham and unanimously carried Council adopted the following entitled Resolution.

RESOLUTION NO. 2019-107 “RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY GIGI EASON AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 30 YEARS”

Mayor Pro Tem Broadaway, Councilmember Polack and Deputy Chief Farfour presented Ms. Gigi Eason with a framed copy of the Resolution.

Deputy Chief Farfour stated she will be missed.

Councilmember Polack shared when he started in the fire service in 1999 Ms. Gigi ushered him in, she will be missed and I appreciate you.

Mayor Pro Tem Broadway stated anytime we lose a fireman, especially with 30 years of service, you've seen a lot of fires, you will be missed and congratulations.

Resolution Expressing Appreciation to Julie Metz for Service to the City of Goldsboro for More than 24 Years. Resolution Adopted. Julie Metz began working with the City of Goldsboro as a city planner specializing in transportation and community development planning in 1993. For two years, between 1995 and 1997, Julie left the City to work with a private consulting company but returned to the City in 1997 to again be a city planner. In 1999, Julie transitioned into downtown economic development as the City's Downtown Development Director and Downtown Goldsboro Development Corporation (DGDC) as the Executive Director. Julie led a visionary master plan in 2007, which paved the way for the development we enjoy today. Julie was also responsible for securing the City of Goldsboro's 2013 Transportation Infrastructure Generating Economic Recovery (TIGER)V award of \$10M by strategically developing the project proposal, gaining support of elected officials and partners, and preparing/writing the grant application. Julie was also responsible for securing a second TIGER Grant in 2016 of \$5M for Goldsboro which will lead to the completion of the last block of Center Street, the redesign of Cornerstone Commons into the Hub, Wayfinding Signage and a concourse at the Transfer Station. Julie led efforts that resulted in \$21.6 million in grant money for City/Downtown, \$596,000 in community contributions for downtown and approximately \$842,000 of in-kind assistance for downtown in the last nine years. These years of service have been marked by exemplary dedication to the best interests of the City and downtown community for the betterment of its economic, cultural and aesthetic development. The City Council of the City of Goldsboro, North Carolina express to you, Julie Metz, on behalf of themselves, city employees and the citizens of the City of Goldsboro, our appreciation and gratitude for your unselfish, devoted and invaluable service and contributions rendered to the City of Goldsboro.

Upon motion of Councilmember Williams, seconded by Councilmember Polack and unanimously carried, Council adopted the following entitled Resolution.

RESOLUTION 2019-108 "RESOLUTION EXPRESSING APPRECIATION TO JULIE METZ FOR SERVICE TO THE CITY OF GOLDSBORO FOR MORE THAN 24 YEARS"

Mayor Pro Tem Broadway presented Ms. Julie Metz with a framed copy of the Resolution.

Ms. Metz stated it has been an honor and a privilege to be in this role and to help work with you to shape a new future for our downtown and to improve the image and economic climate for Goldsboro. Thank you for the honor.

Mayor Pro Tem Broadway stated when you walk outside you can see what Julie has done for us, we appreciate your hard work.

Councilmember Aycock stated you made a believer out of me. I never thought we would see this much activity on Center Street again. Thank you.

Councilmember Ham shared how he met Julie. He stated throughout these years, I've had an opportunity to work with her, she is truly a dedicated woman, who has a passion for Goldsboro and there is evidence of her work here, her time and energies, I really appreciate it.

Councilmember Polack stated I just recently meet Ms. Metz since my appointment to this office, I'm quite sure she heard me talk about disseminating resources outside Goldsboro downtown but in our talks she opened herself up and let me know she is willing to work towards that. I appreciate that.

Councilmember Williams stated I know what you have done here has not been easy. I wish you success in your future endeavors.

Certificate of Appreciation Presentation. Councilmember Williams shared back on December 8th there was a gentleman who was having some issues with dementia and there was a citizen here, Mr. Robert Daniel, who recognized that something was wrong. Mr. Daniel was kind, he took the time to stay with him overnight to make sure the gentleman did not go missing.

There were also others who assisted, Officer Prevost who assisted with contacting the gentleman's family and staff at the Holiday Inn Express who made sure he was comfortable. I'm so thankful for the humanity here.

Councilmember Williams presented Mr. Robert Daniel with a Certificate of Appreciation. In appreciation of your kindness and humanity offered to Mr. Ray Livingston (resident of New Bern, NC) in his time of need.

Mr. Daniel stated thank you and I would have done it for anyone.

Councilmember Williams shared there is also a Certificate of Appreciation for the Holiday Inn Express Staff in appreciation of the outstanding service provide during Mr. Ray Livingston's (resident of New Bern, NC) time of need.

CU-13-19 Jerry Futrell – East side of US 117 South between Arrington Bridge Road and South George Street (Increase in electronic gaming machines from 35 to 101 for existing Internet Café). Public Hearing Held & Continued. An internet café was previously approved for 20 gaming machines at this location on September 3, 2013. On June 2, 2014, City Council denied a request to increase the number of gaming machines from 20 to 35 based on requiring 2 parking spaces per machine. On August 4, 2014, the Council approved a parking ordinance amendment to the City's UDO requiring 1.5 parking spaces per machine. In addition, they approved the previous owner's request to allow an increase in the number of gaming machines from 20 to 35.

The previous owner closed the business in March of 2016 upon order from the District Attorney's office. Once software upgrades were installed and in compliance with State law, he reapplied for a Conditional Use Permit to operate an internet café in accordance with the City's Unified Development Ordinance. City Council approved site, landscape and floor plans for the previously approved 35 gaming machines on January 3, 2017.

On May 8, 2017, City Council amended the City's Electronic Gaming Ordinance. The following requirements were approved as they pertain to new gaming establishments proposed for operation in the City of Goldsboro's planning jurisdiction:

1. Electronic gaming operations are permitted only in the General Business (GB) zoning district after the obtainment of a Conditional Use Permit approved by City Council.
2. No establishment shall be located within five hundred (500) feet of any residentially zoned or developed property, church, school, day care, playground or public park. Where the proposed establishment is separated from residentially zoned or developed property by a four-lane highway, the five hundred (500) foot separation shall only apply to the properties along the sides and rear of the establishment.
3. No such establishment shall be located within one mile (5,280 ft.) of another such establishment.
4. The hours of operation for such operations shall be limited to 7:00 a. m. to 2:00 a. m.

City Council made no changes to the existing parking requirement of 1.5 spaces per gaming machine.

As previously stated, the applicant is requesting to amend an existing Conditional Use Permit for the operation of an internet café to increase the number of gaming machines from 35 to 101.

Frontage: 454.3 ft. (US 117)

Area: 97,220 sq. ft., or 2.23 acres

Zoning: General Business

Hours of Operation: 10:00 a.m. to 2 a.m. (7 days)

No. of Employees: 2

Site and landscape plans for this operation were previously approved. In addition, parking requirements were in compliance with the City's Unified Development Ordinance.

The following modifications were approved:

- a. Rear yard landscape buffer due to grade separation at railroad tracks.
- b. Vehicular surface buffer at front due to existing paving and public right-of-way;
- c. Street tree requirement; and
- d. Distance from residentially zoned property from 200 ft. to 125 ft.

As previously stated, parking is required at 1.5 space per gaming machine. The applicant contends that the City current parking requirement is excessive based on the fact that only one customer can operate one gaming machine at any one time.

Currently, there are 52 paved parking spaces to serve the site. 152 parking spaces are required. Parking areas are available to meet the City's current parking requirements north and east of the facility. However, the applicant does not desire to provide paved parking in accordance with City standards. As such, the applicant is requesting a modification of the City's parking requirement from 152 to 52 parking spaces.

Ms. Collins stated due to a family emergency the applicant has requested the public hearing remain open until January 21st Council Meeting to allow him the opportunity to speak. Staff is recommending after allowing any others here tonight to speak regarding this matter, Council keep the public hearing open till the 21st and the Planning Commission will have a recommendation at Council's February 3, 2020 meeting.

Councilmember Polack asked he wants to upgrade to number of machines to 101 and only wants to have 52 parking spaces. Ms. Collins stated yes sir, there is adequate space, he just wishes not to pave, so he is requesting a modification.

Mayor Pro Tem Broadaway opened the public hearing. No one spoke.

Upon motion of Councilmember Polack, seconded by Councilmember Williams and unanimously carried, Council voted to postpone closing and to continue the public hearing to the next meeting.

CU-14-19 Zackell Perry – Southwest corner of E. Oak Street and N. John Street intersection. (Used Automobile Sales). Public Hearing Held. The applicant requests a Conditional Use Permit to allow operation of a used-car lot within the General Business District. The sale of used vehicles is a permitted use within the General Business zoning district after the issuance of a Conditional Use Permit approved by City Council.

The property was previously operated as a used car lot. Since the business has been closed for more than six (6) months, the applicant is required to reapply for a Conditional Use Permit for used automobile sales.

Frontage: 113.4 ft. (E. Oak St.)
109 ft. (N. John St.)

Area: 12,612 sq. ft., or 0.28 acres

Zoning: General Business

The submitted site plan indicates an existing 1,044 sq. ft. building proposed for use as a sales office. The remainder of the property is mostly paved and is proposed for employee and customer parking, as well as, the display of automobiles for sale. The applicant states there will be no outdoor storage on site.

Hours of Operation: 9:00 a. m. to 5:00 p. m.
(Monday - Saturday)

No. of Employees: 2

Parking is required at one space per employee and five customer spaces. The applicant proposes up to 7 display vehicle spaces and the site plan indicates both customer and employee parking. No loading space will be required since all vehicles will be driven to the site.

A Type A, 10 ft. wide landscape buffer is required along the southern property line and existing vegetation fulfills this requirement.

A Type C, 20 ft. wide landscape buffer is required adjacent to residentially-developed property to the west. An existing chain-link fence with privacy slats is located between the subject property and an existing single-family dwelling. Due to limited space, the applicant is asking for a modification of the City's landscape requirement adjacent to residentially-developed property.

The applicant is requesting the following modifications of the City's landscaping requirements:

1. Street Trees along N. John and E. Oak Streets;
2. Vehicular Surface Area landscaping; and
3. Landscaping required for a Type C, 20 ft. wide landscape buffer

Mayor Pro Tem Broadaway opened the public hearing. No one spoke and the public hearing was closed.

No action necessary. Planning Commission will have a recommendation for the City Council's meeting on January 7, 2020.

Planning Commission Excused.

Non-contiguous Annexation Request –Luis Jimenez (East side of S. NC 111 Hwy between Mollie Drive and Sheridan Forest Road) 1.98 Acres. Public Hearing Held. Ordinance Adopted. The City Council, at their meeting on November 18, 2019 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-58.2, 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.

In addition to those requirements the City Council, adopted a policy, which allows annexation of noncontiguous areas subject to a number of requirements. The requirements governing noncontiguous annexations are as follows:

- a. The area is located within one mile of the established city limit line;
- b. The City's ability to contract for the provision of fire and police protection.
- c. In no instance shall a noncontiguous area have an adverse effect upon the City's overall annexation plans.

As indicated in the report, the area proposed for annexation meets all of the above items.

Mayor Pro Tem Broadaway opened the public hearing. No one spoke and the public hearing was closed.

Upon motion of Councilmember Aycock, seconded by Councilmember Ham and unanimously carried, Council adopted the following entitled Ordinance annexing the Luis Jimenez Property effective December 31, 2019.

ORDINANCE NO. 2019-68 “AN ORDINANCE ANNEXING CERTAIN
NONCONTIGUOUS REAL PROPERTY TO THE CITY OF GOLDSBORO, NORTH
CAROLINA”

Public Hearing to Consider an Incentive Grant Agreement with Michael Aram, Inc. and Wayne County. Public Hearing Adopted. Resolution Adopted. Michael Aram, Inc. has developed plans for the installation of machinery and equipment and expanding its existing facility located in Goldsboro, North Carolina. The City Council of Goldsboro believes that the location of new industries and the expansion of existing industries is vital to the economic health of Goldsboro and to the welfare of its citizens. The City Council wishes to encourage such development by means of offering incentives to recruit new industries and to aid in expansion of existing industries. Such incentives are predicated on the notion of expanding Goldsboro’s tax base and providing additional jobs for Goldsboro citizens that pay wages higher than the current prevailing average hourly wage in the particular industry.

The company is expected to create over 116 new jobs at this facility on or before December 31, 2023 and pay an additional \$8,000 per year in property taxes to the City.

Pursuant to NC General Statute 158-7.1, a public hearing is being held on a proposal to provide economic incentives to Michael Aram, INC. totaling \$100,000 over a five-year period based on an incentive agreement with a \$5,680,000 capital investment and the creation of at least 116 jobs.

Following the public hearing and depending on comments received, staff recommends Council consider adopting a Resolution authorizing the Mayor and City Clerk to execute an economic grant agreement with Michael Aram, Inc. A copy of the proposed Agreement was attached to the agenda memo.

Mayor Pro Tem Broadaway opened the public hearing. No one spoke and the public hearing was closed.

Upon motion of Councilmember Williams, seconded by Councilmember Matthews and unanimously carried, Council adopted the following entitled Resolution authorizing the Mayor and City Clerk to execute an economic grant agreement with Michael Aram, Inc.

RESOLUTION NO. 2019-111 “RESOLUTION AUTHORIZING THE MAYOR AND CITY
CLERK TO EXECUTE AN ECONOMIC GRANT AGREEMENT WITH MICHAEL ARAM,
INC.”

Public Comment Period. Mayor Pro Tem Broadaway opened the public comment period. The following person spoke:

Susan Williams stated it was good to see Councilmember Williams back in his seat and welcomed new Councilmembers Polack and Matthews. Ms. Williams also shared someone has taken down the pedestrian crossing sign in front of the Waynesborough House and asked that it be put back up.

No one else spoke and the Public Comment Period was closed.

Consent Agenda - Approved as Recommended. City Manager, Timothy 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. Councilmember Ham moved the items on the Consent Agenda, Items H, I, J, K and L be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Williams and a roll call vote resulted in all members voting in favor of the motion. The items on the Consent Agenda were as follows:

CU-12-19 Henry Battle - East side of S. James Street between Spruce Street and Pine Street. Approved. Applicant requests a Conditional Use Permit to allow the operation of a place of entertainment with ABC permits. As part of the request, separate site plan approval is required.

Frontage: 111.94 ft.
Depth: 205.88 ft.
Area: 22,951 sq. ft. or 0.526 acres
Zoning: Central Business District

The site is the location of the former Elk's Lodge and the physical address of the property is 312 S. James Street.

In 2007 and 2008, City Council denied Conditional Use Permits to operate a place of entertainment with ABC permits and without ABC permits, respectively, at the subject property. In 2010, City Council approved site and landscape plans to allow an indoor flea market to operate upon the property. Site plan approval is valid for one year from the date of City Council approval. Since the applicant never commenced development of the property, the site plan expired and since then the property has remained vacant.

On July 15, 2019, Goldsboro City Council amended the City's Unified Development Code as it pertained to bars, nightclubs, pool halls, microbreweries, places of entertainment (both public, private and non-profit) with ABC Permits. The following regulations were approved as they pertain to places of entertainment:

1. Within that area of the CBD bounded by the south side of Ash Street, the east side of George Street, the north side of Elm Street and the west side of William Street, there shall be no minimum separation distance from residentially zoned or developed property. A 50 ft. minimum separation distance shall be required for stand-alone churches or schools.
2. For the remainder of the CBD, not described by the boundaries above, the minimum separation distance from residentially zoned or developed property, stand-alone churches or schools shall be one hundred feet.
3. In the CBD, there shall be no minimum separation distance between two such establishments.
4. Within that area of the CBD bounded by the south side of Ash Street, the east side of George Street, the north side of Elm Street and the west side of William Street there shall be no minimum off-street parking requirements.

The property is zoned CBD (Central Business District). A place of entertainment with ABC permits is permitted in the CBD only after the issuance of a Conditional Use Permit approved by City Council. In addition, separate site plan approval is required.

As previously stated, the site was the location of the former Elk's Lodge. It contains an existing single-story, brick-veneer and concrete block building of approximately 3,408 sq. ft. on one private lot. The building was built prior to the adoption of the City's Unified Development Codes. As such, building setback modifications will be necessary.

The applicant's floor plan indicates a main ballroom assembly area consisting of approximately 1,236 sq. ft., a seating area consisting of 13 tables and 78 chairs, a kitchen, storage rooms, offices and restrooms.

According to the applicant, the facility would be available to rent for special occasions such as birthday parties, ballroom dancing, wedding receptions, family reunions and live entertainment.

Days/Hours of Operation: Reservations only (Monday-Sunday)
Not activities after 12Midnight
No. of Employees: 2-4

Refuse Collection: Dumpster

As previously stated, a 50 ft. minimum separation distance shall be required for stand-alone churches or schools. Currently, the existing building is approximately 200 ft. from a stand-alone church.

Since the property is bounded by the south side of Ash Street, the east side of George Street, the north side of Elm Street and the west side of William Street, no off-street parking is required.

Landscaping: The applicant is requesting a modification of the City's street tree requirement due to limited space and overhead utilities at the front of the existing building.

The applicant is asking for a modification of the required Class C (20 ft. wide) landscape buffer for approximately 100 ft. along the northern property line since the subject property is adjacent to residentially developed property. The existing building is located less than 5 ft. from the northern property line.

In addition, the applicant is requesting a modification of the required Type A (5 ft. wide) landscape buffer along the southern property line for approximately 100 ft. since the existing building is located less than 5 ft. from the southern property line.

The subject property is not located in Goldsboro's Historic District.

The property is not located in a Special Flood Hazard Area.

The applicant is requesting the following modifications.

1. Modification of the building's side yard setbacks from 15 ft. to 0 ft. along the northern and southern property line.
2. Modification of City street tree requirement.
3. Modification of Type C (20 ft. wide) landscape buffer along the northern property line.
4. Modification of the Type A (5 ft. wide) landscape buffer along the southern property line.

At the public hearing held on November 18, 2019, two people spoke in opposition to the request citing prior incidents with noise, trash and parking. Six people spoke in favor of the request citing that the applicant has previously been denied without the opportunity to open his business. The Planning Commission, at their meeting held on November 25, 2019, recommended approval of the Conditional Use Permit to allow the operation of a place of entertainment with ABC permits with the following modifications:

1. Modification of the building's side yard setbacks from 15 ft. to 0 ft. along the northern and southern property line.
2. Modification of City street tree requirement.
3. Modification of Type C (20 ft. wide) landscape buffer along the northern property line.
4. Modification of the Type A (5 ft. wide) landscape buffer along the southern property line.

The City Council at their meeting held December 2, 2019 recommended staff meet with the applicant and adjacent property owners prior to taking final action.

Staff met with applicant and adjacent property owners on December 9, 2019 and the applicant indicated no on-street parking would occur in front of residential homes beginning at 306 S. James Street north towards W. Spruce Street. Applicant has vacant property on the south side of the existing building to accommodate parking. Applicant also indicated his intent to utilize

shared parking with adjacent property owners to the south of the proposed business (northeast corner and southeast corner of S. James Street and W. Pine Street) to accommodate parking.

It was recommended Council accept the recommendation of the Planning Commission and:

1. Adopt an Order approving the Conditional Use Permit to allow the operation of a place of entertainment with ABC permits, and;
2. Approved the Conditional Use permit with the following modifications;
 - (1) Modification of the building's side yard setbacks from 15 ft. to 0 ft. along the northern and southern property line.
 - (2) Modification of City street tree requirement.
 - (3) Modification of Type C (20 ft. wide) landscape buffer along the northern property line.
 - (4) Modification of the Type A (5 ft. wide) landscape buffer along the southern property line. Consent Agenda Approval. Ham/ Williams (6 Ayes)

Accept Initial Bid and Authorize Finance to Advertise for Upset Bids for Surplus Real Property. Resolution Adopted. Staff has received an offer to purchase on several city/county-owned properties. Board must either accept or reject the offer, and if accepted authorize advertisement for upset bids (G.S. §160A-266 and §160A-269).

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

611 E. Pine Street

Offeror: Willie E. Lewis
Offer: \$1,675.00
Bid Deposit: \$85.75
Parcel # (REID): 0050897
Pin #: 3509134831
Tax Value: \$3,350.00
Zoning: R-6

It is recommended that the City Council accept the offer on 611 E. Pine Street and adopt the following entitled resolution authorizing Finance to advertise for upset bids. Consent Agenda Approval. Ham/ Williams (6 Ayes)

RESOLUTION NO. 2019-112 “RESOLUTION AUTHORIZING UPSET BID PROCESS”

Budget Amendment - 2019-2020 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME). Ordinance Adopted. On August 28, 2019, the City of Goldsboro was notified by the U.S. Department of Housing and Urban Development (HUD) of the FY19-20 Annual Action Plan approval and grant allocation totaling \$543,211 from Community Development Block Grant (CDBG) in the amount of \$328,479 and HOME Investment Partnerships Programs (HOME) in the amount of \$214,732.

For the purpose of assisting low-to-moderate-income citizens of Goldsboro in improving their quality of life through vital housing and community development programs. The City will utilize its entitlement funds during program year, July 1, 2019 through June 30, 2020. The City was granted a 100% HOME Match Reduction for FY19-20. Therefore, the City will not be required to provide local matching funds for the \$214,732 in HOME this allocation.

Since the Release of Funds for these two grants occurred after the adoption of the 2019-2020 Operating Budget, monies to carry out activities under these two programs are not reflected in the current budget. The City's Budget Ordinance must be amended prior to the expenditure of these funds.

It was recommended Council adopt the following entitled Ordinance amending the 2019-2020 Budget Ordinance in order to permit the expenditure of funds for activities included under the City's CDBG and HOME Programs. Consent Agenda Approval. Ham/ Williams (6 Ayes)

ORDINANCE NO. 2019-69 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE CITY OF GOLDSBORO FOR THE 2019-20 FISCAL YEAR (2019 CDBG & HOME)”

Change Order No. 13 – Phase IV Sewer Collection Rehabilitation - Formal Bid No. 2018-004. Resolution Adopted. The Phase IV Sewer Rehab Project provides for installation of approximately 30,900 linear feet of cast-in-place-pipe (CIPP) rehabilitation of existing sanitary mains, including various root treatments, obstruction removals, cutting of intruding taps and asphalt or concrete surface repairs directly associated with the completion and restoration work detailed in the contract specifications.

Due to additional rehab work, T. A. Loving Company provided costs totaling \$867,487.29.

This additional work will require the contract completion time to be extended by 103 days. The amended contract completion date for the remaining rehabilitation work is April 2, 2020.

Staff recommends issuing a change order to the current contract with T. A. Loving for the Phase IV sewer collection rehabilitation project. We have reviewed this change order with the Finance Director and determined that funds are available from the Clean Water Revolving Fund Loan.

It is recommended that the City Council, by motion, adopt the following entitled resolution authorizing the City Manager to execute a change order for \$867,487.29 with T. A. Loving Company. Consent Agenda Approval. Ham/ Williams (6 Ayes)

RESOLUTION NO. 2019-113 “RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NO. 13 WITH T. A. LOVING COMPANY FOR PHASE IV SEWER COLLECTION REHABILITATION PROJECT FORMAL BID #2018-004”

Departmental Monthly Reports. Accepted As Information. The various departmental reports for November 2019 were submitted for the Council’s approval. It was recommended that Council accept the reports as information. Consent Agenda Approval. Ham/ Williams (6 Ayes)

End of Consent Agenda.

City Manager’s Report. Mr. Tim Salmon stated there is a lot going on this time of the year. I would like to thank the Paramount Theatre for hosting the Nutcracker and Christmas Story. I would like to recognize the Goldsboro Event Center, they hosted 7 events this past week. I would also to recognize Parks and Recreation for hosting several events at the Multi-Sports Complex and Jingle in the Park. Thank you to our city employees for making those events happen this time of the year.

Mayor and Councilmembers’ Reports and Recommendations. Mayor Pro Tem Broadway read the following Resolutions:

Resolution Expressing Appreciation for Services Rendered by Roosevelt Johnson as an Employee of the City of Goldsboro for More Than 27 Years. Resolution Adopted. Roosevelt Johnson retires on January 1, 2020 as a Compost Plant Operator with the Public Utilities Department of the City of Goldsboro with more than 27 years of service. Roosevelt began his career on April 22, 1992 as a Laborer I with the Public Works Department. On July 14, 1993, Roosevelt was promoted to Equipment Operator I with the Public Works Department. On June 26, 2002, Roosevelt was transferred to the Public Utilities Department as a Motor Equipment Operator II. In January 2014, Roosevelt’s position was reclassified as a Compost Plant Operator with the Public Utilities Department where he has served until his retirement. Roosevelt has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Roosevelt Johnson their deep appreciation and gratitude for the service rendered by him to the City over the years. The Mayor and City Council of the City of Goldsboro, North Carolina express to Roosevelt our very best wishes for success, happiness, prosperity and good health in his future endeavors.

Upon motion of Councilmember Williams, seconded by Councilmember Aycock and unanimously carried, Council adopted the following entitled Resolution.

RESOLUTION NO. 2019-109 “RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY ROOSEVELT JOHNSON AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 27 YEARS”

Resolution Expressing Appreciation for Services Rendered by Reginald Hedrick as an Employee of the City of Goldsboro for More Than 24 Years. Resolution Adopted.

Reginald Hedrick retires on January 1, 2020 as a Water Plant Operator IV with the Public Utilities Department of the City of Goldsboro with more than 24 years of service. Reginald began his career on April 12, 1995 as a Water Plant Operator with the Public Utilities Department. On September 29, 1997, Reginald was promoted to Water Plant Operator II with the Public Utilities Department. On March 10, 1999, Reginald was promoted to Water Plant Operator III with the Public Utilities Department. On May 23, 2007, Reginald was promoted to Water Plant Operator IV with the Public Utilities Department where he has served until his retirement. Reginald has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Reginald Hedrick their deep appreciation and gratitude for the service rendered by him to the City over the years. The Mayor and City Council of the City of Goldsboro, North Carolina express to Reginald our very best wishes for success, happiness, prosperity and good health in his future endeavors.

Upon motion of Councilmember Aycock, seconded by Councilmember Polack and unanimously carried, Council adopted the following entitled Resolution.

RESOLUTION NO. 2019-110 “RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY REGINALD HEDRICK AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 24 YEARS”

Councilmember Aycock stated there is a lot more traffic, please pay attention. I wish everyone a Merry Christmas and prosperous New Year.

Councilmember Ham stated I would like to thank the citizens of Goldsboro for what they contributed to make the city a better place this year and I hope that endeavor will continue in the New Year. I wish everyone a very Merry Christmas and Happy New Year.

Councilmember Matthews stated thank you everyone for being here tonight, it is still an honor to serve in this capacity. I did not say anything to Julie because I didn't prepare anything formally but I do wish you well on your next chapter, best wishes to you. Happy holidays, be safe and I look forward to seeing you all in the New Year.

Councilmember Polack stated thank you for the positive energy that was shared tonight. I see a more cohesive unit moving into the New Year. I look forward to ushering in new ideas or soliciting ideas from constituents that can make the city prosper. Merry Christmas. Happy Kwanza. Happy New Year. Thank you.

Mayor Pro Tem Broadway stated would like for all of us to pray for the quick recovery of Mayor Allen. This is the Christmas season, I was downtown and I couldn't believe the number of people downtown. I want to wish everyone a Merry and safe Christmas.

Councilmember Williams stated I would like to acknowledge Bevan Foster, he was here and he is still concerned with what is happening in the city. I would like to acknowledge Mayor Allen, ask everyone to pray for him and his family. I wish everyone a happy holidays. God Bless you. Goodnight.

Closed Session Held. Upon motion of Councilmember Williams, seconded by Councilmember Aycock and unanimously carried, Council convened into Closed Session to discuss economic development and litigation matters.

Council came out of closed session.

There being no further business, the meeting adjourned at 8:09 p.m.

Bill Broadaway
Mayor Pro Tem

Melissa Capps, MMC/NCCMC
City Clerk



City of Goldsboro

J.O. Drawer A
North Carolina
27533-9701

Office of the Mayor

ZETA PHI BETA SORORITY, INC. MONTH PROCLAMATION

WHEREAS, Zeta Phi Beta Sorority, Incorporated, one the country's largest African-American women's service organizations, will mark its 100th year of service with Centennial Week activities Jan. 12-18, 2020 in Washington, D.C; and

WHEREAS, Zeta Phi Beta Sorority, Incorporated was founded in 1920 on the campus of Howard University, and is headquartered in Washington, D.C; and

WHEREAS, Zeta has initiated a diverse membership of more than 125,000 college-educated women with more than 850 chapters in North America, Europe, Asia, the Caribbean, Africa and the Middle East; and

WHEREAS, The sorority takes pride in its continued participation in transforming communities through volunteer services from members and its auxiliaries. Zeta Phi Beta has chartered hundreds of chapters worldwide and has a membership of over 100,000; and

WHEREAS, Zeta's national and local programs include the endowment of its National Educational Foundation community outreach services and support of multiple affiliate organizations. Zeta chapters and auxiliaries have given untold hours of voluntary service to educate the public, assist youth, provide scholarships, support organized charities, and promote legislation for social and civic change.

NOW, THEREFORE, I, Bill Broadaway, Mayor Pro Tem of the City of Goldsboro, North Carolina, do hereby proclaim January 2020 ***ZETA PHI BETA SORORITY, INC. MONTH*** in the City of Goldsboro, North Carolina, and congratulate the sorority on their 100th Anniversary.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 21st day of January, 2020.



Bill Broadaway
Bill Broadaway
Mayor Pro Tem

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JANUARY 21, 2020 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING

Z-23-19 D & J Sand and Gravel – East side of Claridge Nursery Road between W. US 70 Highway and W. US 70 Bypass (R-16 to I-2CD)

BACKGROUND: The applicant requests the rezoning of approximately 115 acres from Residential (R-16) to General Industry Conditional District (I-2CD), which would limit the property to the operation of a sand and gravel business.

Sand and gravel operations are a permitted use within the General Industry (I-2) zoning district only after the issuance of a Conditional Use Permit approved by City Council. The applicant is requesting a Conditional Use Permit to allow the operation of a sand and gravel business within the General Industry (I-2) zoning district.

In addition to the rezoning request and conditional use permit, the applicant is requesting an off-premise sign to be located upon private property fronting Claridge Nursery Road since the subject property has no road frontage for commercial advertising signage. Council approval is required for off-premise advertising signs in accordance with the City's Unified Development Code.

Frontage: The tract has no road frontage

Area: 5,110,407 sq. ft. or approximately 115 acres

Zoning: Residential (R-16)

Surrounding Zoning:

North: Residential (R-16);

South: General Industry (I-2); Residential (R-16)

East: Residential (R-16); and

West: Residential (R-16)

Existing Use: Property is currently operated as a sand and gravel operation.

DISCUSSION:

As previously stated, the applicant is requesting a zoning change from Residential (R-16) to General Industry Conditional District (I-2CD), which would limit the property to a sand and gravel business.

The applicant states that the sand and gravel business had been operating prior to his acquisition of the property in December of 2017 and that he was unaware that the property was zoned for residential purposes.

Now, the applicant is in need of commercial advertising signage for the promotion of his business. Council approval is required due to the fact that he has no road frontage required for commercially-zoned properties.

Currently, the applicant proposes to locate the off-premise sign across the street from an access easement leading to the subject property off Claridge Nursery Road. The property is zoned General Business and would permit a freestanding sign in accordance with the City's Unified Development Code.

Hours of Operation: Monday – Friday
8:00 am to 5:00 pm

No. of Employees: 1-2

Access: The submitted site plan indicates a 30 ft. wide ingress, egress and regress access easement extending from Claridge Nursery Road approximately 560 ft. eastward to the applicant's western property line.

Parking: According to the Unified Development Ordinance, 1 parking space per employee and 5 customer parking spaces are required for the sand and gravel business. Applicant is requesting a modification of the City's paving requirement for vehicular surface areas since commercial trucking operations will involve hauling and delivery of sand, gravel and similar materials.

Landscaping: Existing vegetation surrounding the site satisfies the City's landscape requirements for the proposed use.

Land Use Plan Recommendation: The City's Comprehensive Land Use Plan recommends Conservation and Medium Density residential development.

Engineering: City water and sewer are not available to serve the property. Subject area is located in a Special Flood Hazard Area known as the 100 year floodplain.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on February 3, 2020.

Date: 1/13/20



Planning Director

Date: _____

City Manager

Z-23-2019
D & J Sand and Gravel
R-16 to I-2 CD

PROPOSED SIGN LOCATION

ACCESS EASEMENT

CLANDIGE NURSERY



NOT TO SCALE

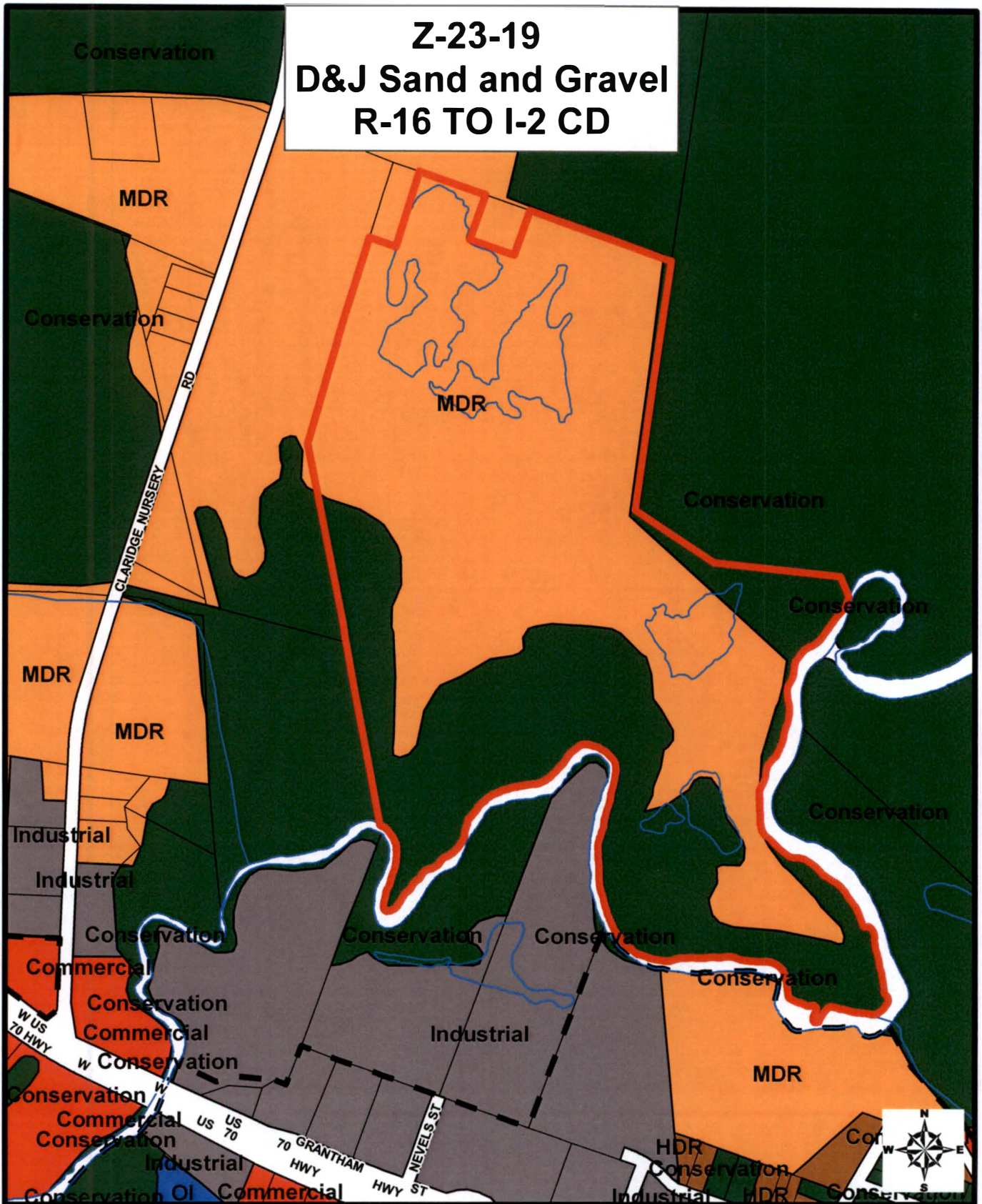
[illegible]

Request: R-16 to I-2 CD
Applicant: D&J Sand and Gravel
Owner: D&J Sand and Gravel
Parcel #: 2690-34-6130
Location: 380 Claridge Nursery Rd



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 hereby forthrightly stated and reproves these maps or data for any reason without the written consent of the City of Goldsboro.

Z-23-19 D&J Sand and Gravel R-16 TO I-2 CD



REZONING REQUEST - PROPOSED ZONING

Request: R-16 to I-2 CD
 Applicant: D&J Sand and Gravel
 Owner: D&J Sand and Gravel
 Parcel #: 2690-34-6130
 Location: 380 Claridge Nursery Rd

0 255 510 1,020
 Feet

GOLDSBORO
 BE MORE DO MORE SEYMOUR

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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JANUARY 21, 2020 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING

Z-24-19 J.D. Pike Jr. – West side of N. Center Street between W. Oak Street and W. Ash Street

BACKGROUND: The applicant requests the rezoning of two lots from CBD (Central Business District) to GB (General Business). Applicant owns property directly north of the subject properties and currently zoned GB (General Business).

Lot 1:

Frontage: 91.5 ft. (N. James Street)

Area: 19,007 sq. ft., or 0.43 acres

Lot 2:

Frontage: 149 ft. (N. Center St.)

Area: 25,165 sq. ft., or 0.57 acres

Surrounding Zoning:

North: GB (General Business);

South: CBD (Central Business District);

East: CBD (Central Business District); and

West: CBD (Central Business District), GB (General Business)

Existing Use: The two lots were formerly used for the operation of a used car business and service center. The site has been closed for more than six months and the owner has decided to sell the property.

DISCUSSION: As previously stated, the applicant is requesting a zoning change from CBD (Central Business District) to GB (General Business).

Currently, the applicant is in the process of selling the commercial property once operated for used car sales and service and formerly known as J. D. Pike Motor Company. He believes the marketability of the property will increase if the property is rezoned to GB (General Business).

Land Use Plan Recommendation: The City's Comprehensive Land Use Plan recommends MU DT (Mixed Use Downtown) development.

Engineering: City water and sewer are available to serve the property. Subject area is not located in a Special Flood Hazard Area.

Historic District: The subject property is located within the City of Goldsboro's Historic District. Any exterior improvements to the property including signage shall comply with the Historic District guidelines before a building permit can be issued in the future.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on February 3, 2020.

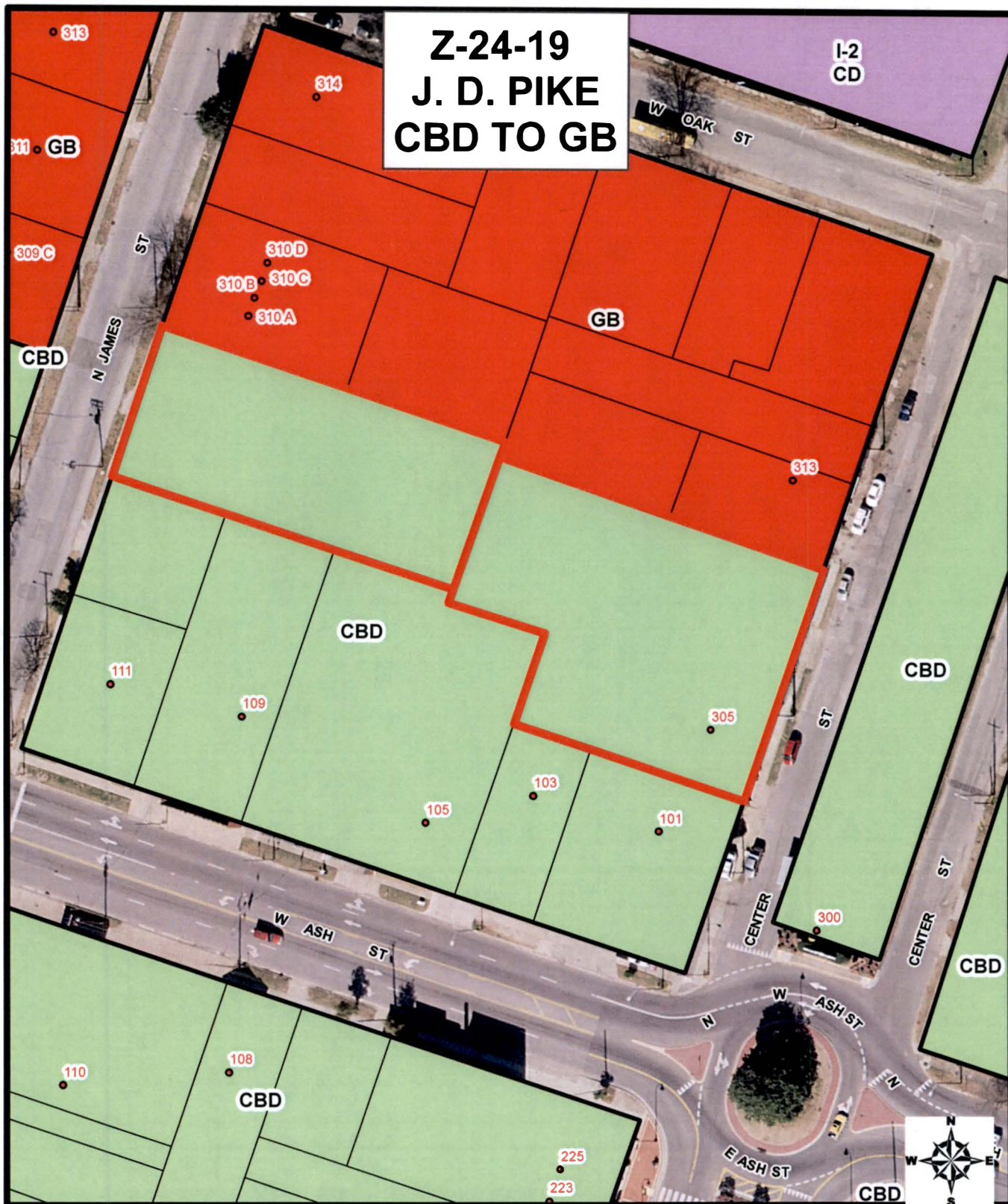
Date: 1/13/20



Planning Director

Date: _____

City Manager



Z-24-19
J. D. PIKE
CBD TO GB

REZONING REQUEST - CURRENT ZONING

Request: CBD to GB
 Applicant: J. D. Pike
 Owner: J. D. Pike
 Parcel #: 2599-97-1069
 2599-87-9168
 Location: 305 N. Center St.

0 25 50 100 150
 Feet

GOLDSBORO
 BE MORE DO MORE SEYMOUR

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Z-24-19
J. D. PIKE
CBD TO GB

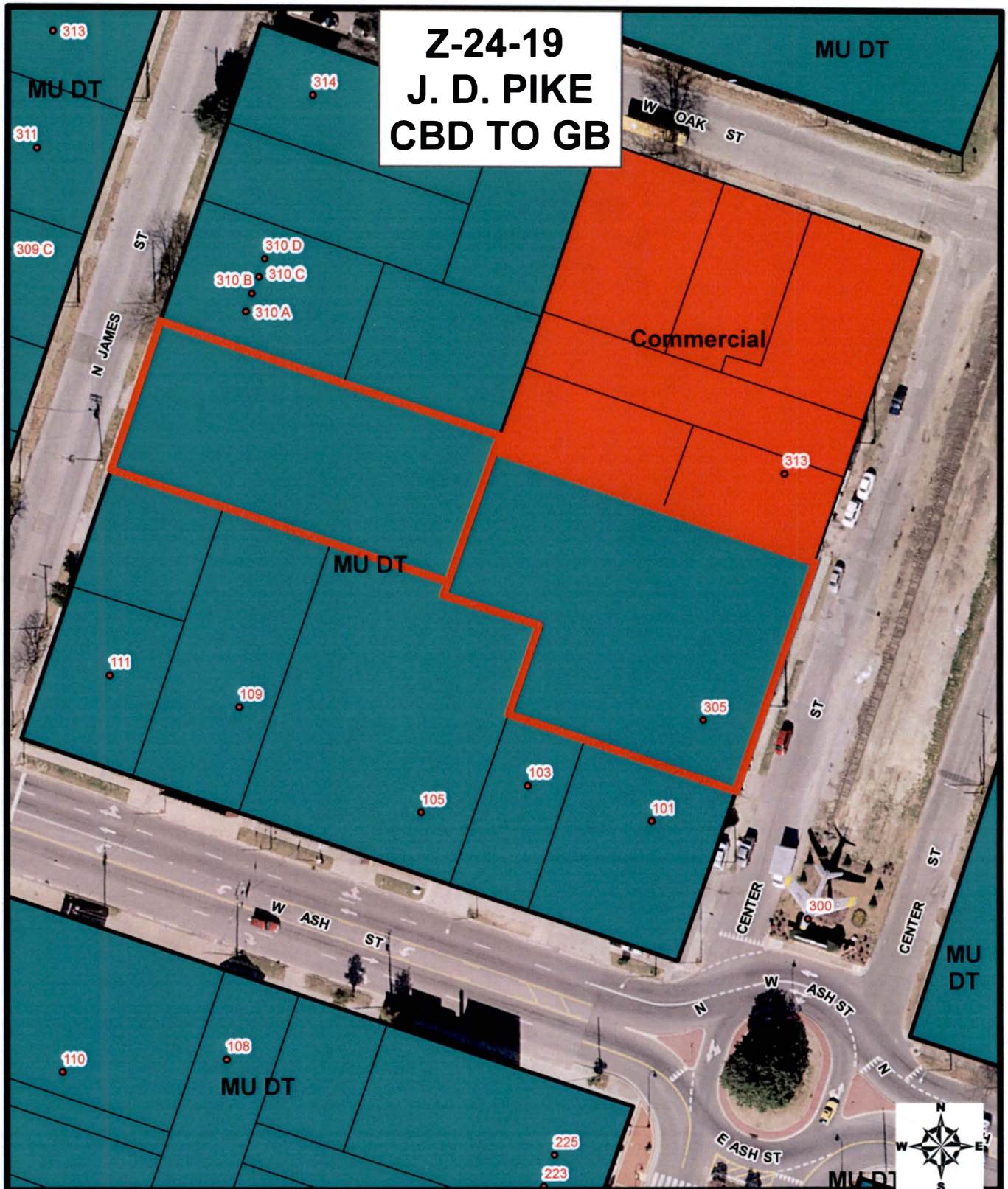
REZONING REQUEST

Request: CBD to GB
 Applicant: J. D. Pike
 Owner: J. D. Pike
 Parcel #: 2599-97-1069
 2599-87-9168
 Location: 305 N. Center St.

0 25 50 100 150
 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.



REZONING REQUEST - COMPREHENSIVE PLAN ZONING

Request: CBD to GB
Applicant: J. D. Pike
Owner: J. D. Pike
Parcel #: 2599-97-1069
 2599-87-9168
Location: 305 N. Center St.

0 25 50 100 150
Feet

GOLDSBORO
 BE MORE DO MORE SEYMOUR

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
JANUARY 21, 2020 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING

CU-13-19 Jerry Futrell – East side of US 117 South between Arrington Bridge Road and South George Street (Increase in electronic gaming machines from 35 to 101 for existing Internet Café)

BACKGROUND: An internet café was previously approved for 20 gaming machines at this location on September 3, 2013. On June 2, 2014, City Council denied a request to increase the number of gaming machines from 20 to 35 based on requiring 2 parking spaces per machine. On August 4, 2014, the Council approved a parking ordinance amendment to the City's UDO requiring 1.5 parking spaces per machine. In addition, they approved the previous owner's request to allow an increase in the number of gaming machines from 20 to 35.

The previous owner closed the business in March of 2016 upon order from the District Attorney's office. Once software upgrades were installed and in compliance with State law, he reapplied for a Conditional Use Permit to operate an internet café in accordance with the City's Unified Development Ordinance. City Council approved site, landscape and floor plans for the previously approved 35 gaming machines on January 3, 2017.

On May 8, 2017, City Council amended the City's Electronic Gaming Ordinance. The following requirements were approved as they pertain to new gaming establishments proposed for operation in the City of Goldsboro's planning jurisdiction:

1. Electronic gaming operations are permitted only in the General Business (GB) zoning district after the obtainment of a Conditional Use Permit approved by City Council.
2. No establishment shall be located within five hundred (500) feet of any residentially zoned or developed property, church, school, day care, playground or public park. Where the proposed establishment is separated from residentially zoned or developed property by a four-lane highway, the five

hundred (500) foot separation shall only apply to the properties along the sides and rear of the establishment.

3. No such establishment shall be located within one mile (5,280 ft.) of another such establishment.
4. The hours of operation for such operations shall be limited to 7:00 a. m. to 2:00 a. m.

City Council made no changes to the existing parking requirement of 1.5 spaces per gaming machine.

DISCUSSION:

As previously stated, the applicant is requesting to amend an existing Conditional Use Permit for the operation of an internet café to increase the number of gaming machines from 35 to 101.

Frontage: 454.3 ft. (US 117)

Area: 97,220 sq. ft., or 2.23 acres

Zoning: General Business

Hours of Operation: 10:00 a.m. to 2 a.m. (7 days)

No. of Employees: 2

Site and landscape plans for this operation were previously approved. In addition, parking requirements were in compliance with the City's Unified Development Ordinance.

The following modifications were approved:

- a. Rear yard landscape buffer due to grade separation at railroad tracks.
- b. Vehicular surface buffer at front due to existing paving and public right-of-way;
- c. Street tree requirement; and
- d. Distance from residentially zoned property from 200 ft. to 125 ft.

Parking: As previously stated, parking is required at 1.5 space per gaming machine. The applicant contends that the City current parking requirement is excessive based on the fact that only one customer can operate one gaming machine at any one time.

Currently, there are 52 paved parking spaces to serve the site. 152 parking spaces are required. Parking areas are available to meet the City's current parking requirements north and east of the facility. However, the applicant does not desire to provide paved parking in accordance with City standards. As such, the applicant is requesting a modification of the City's parking requirement from 152 to 52 parking spaces.

At the public hearing held on December 16, 2019 the applicant requested the public hearing remain open until January 21, 2020 due to the applicant not being able to attend the December 16, 2019 public hearing because of a family emergency. Keeping the public hearing open would allow the applicant the opportunity to speak regarding this request. City Council granted the applicant's request and the public hearing would remain open until the January 21, 2020 City Council meeting.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the City Council's meeting on February 3, 2020.

Date: 1/13/20



Planning Director

Date: _____

City Manager

100 50 0 100 Feet



CITY OF GOLDSBORO
AGENDA MEMORANDUM
JANUARY 21, 2020 COUNCIL MEETING

SUBJECT: 42nd Annual Greater Goldsboro Road Run—Temporary Street Closing

BACKGROUND: An application was received from the Scott Edwards, requesting permission for the Sunrise Kiwanis Club to hold their 42nd Annual Greater Goldsboro Road Run on April 18, 2020 from 7:00 a.m. to 11:30 a.m.

DISCUSSION: The race is scheduled to begin and end on Center Street and runs through the downtown area of Walnut, Jefferson, Ash, Chestnut and Mulberry Streets.

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

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

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

RECOMMENDATION: It is recommended that the City Council by motion, grant street closings on Center, Walnut, Ash, Jefferson, Chestnut and Mulberry Streets on April 18, 2020 from 7:00 a.m. to 11:30 a.m. in order that the 42nd Annual Greater Goldsboro Road Run event may take place, subject to the above conditions.

DATE: _____

Mike West, Police Chief

DATE: _____

Tim Salmon, City Manager

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

****In the event of a street closing, 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 ☐ Other (explain): _____

Event Name: 42nd Annual Greater Goldsboro Road Run - Run For a Child

Event Date(s): April 18, 2020 **Event Website:** www.runtheeast.com

Inclement Weather/Rain Date(s): none

Description of Event (Please briefly describe the event.)

The event consists of a 1-mile Fun Run/Walk, a 5K Run/Walk, and a 10K Run.

Requested Event Location: 207 S. Center St. (West side of S. Center adjacent parking lot of Well Traveled Beer)

Event Start Time/End Time: 9:00 AM - 11:00 AM

Set-Up: Date & Time (start/end): 4/18/2019 - 7:00 AM

Dismantle (Completion): Date & Time (start/end): 4/18/2019 - 11:30 AM

Estimated Daily Attendance: 300

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 1. a. 9:00 - 9:30 AM
b. 8:30 - 10:30 AM
2. 7:00 - 11:00 AM

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

1. Center St. - a. Southbound (Spruce St. to Ash St.) b. Northbound (Spruce St. to Mulberry St.)
~~2. Chestnut~~

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Sunrise Kiwanis of Goldsboro

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

Applicant Name: Scott Edwards **Title:** Race Director

Address: 1205 Parkway Drive

City: Goldsboro **State:** NC **Zip:** 27534 **Phone:** 919-751-5100

Cell Phone: 919-580-6498 **Email:** scott@cox-edwards.com

Day of Event Contact:

Name: Scott Edwards Phone: 919-580-6498

III. Event Map

For Run/Walk/Parades - FORMATION AREA LOCATION: 207 S. Center St.
1-mile - S. Center / Spruce Sts. Int. ; 5K - Center /
For Run/Walk/Parades - STARTING POINT: Walnut Sts. Int. ; 10K - same as finish
GFO driveway on S. Center St. between
For Run/Walk/Parades - ENDING POINT: Chestnut and Spruce Streets (ALL EVENTS)

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

(see attachments)

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.)

Tyler Houn, Sunrise Kiwanis member and Rec. Leader of Goldsboro
Parks and Recreation, will coordinate with Public Works to drop
off trash barrels.

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? * Only pre-recorded music through sound system
- 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: 1
 - Approximate Sizes: 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: _____
- ☒ 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? Downtown City of Goldsboro along Center Street and side streets to the West of Center St.

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

**** 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: Scott Edwards Date: 11/1/2019

Organization: Sunrise Kiwanis of Goldsboro

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
jadams@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. Jason Adams at jadams@goldsboronc.gov.

For Inner Office Use Only:

J. Adams
Goldsboro Police Department Representative

1-6-2020
Date

Erin Fonseca
Downtown Goldsboro Representative

1/7/20
Date

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

Date



Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of

Sunrise Kiwanis

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

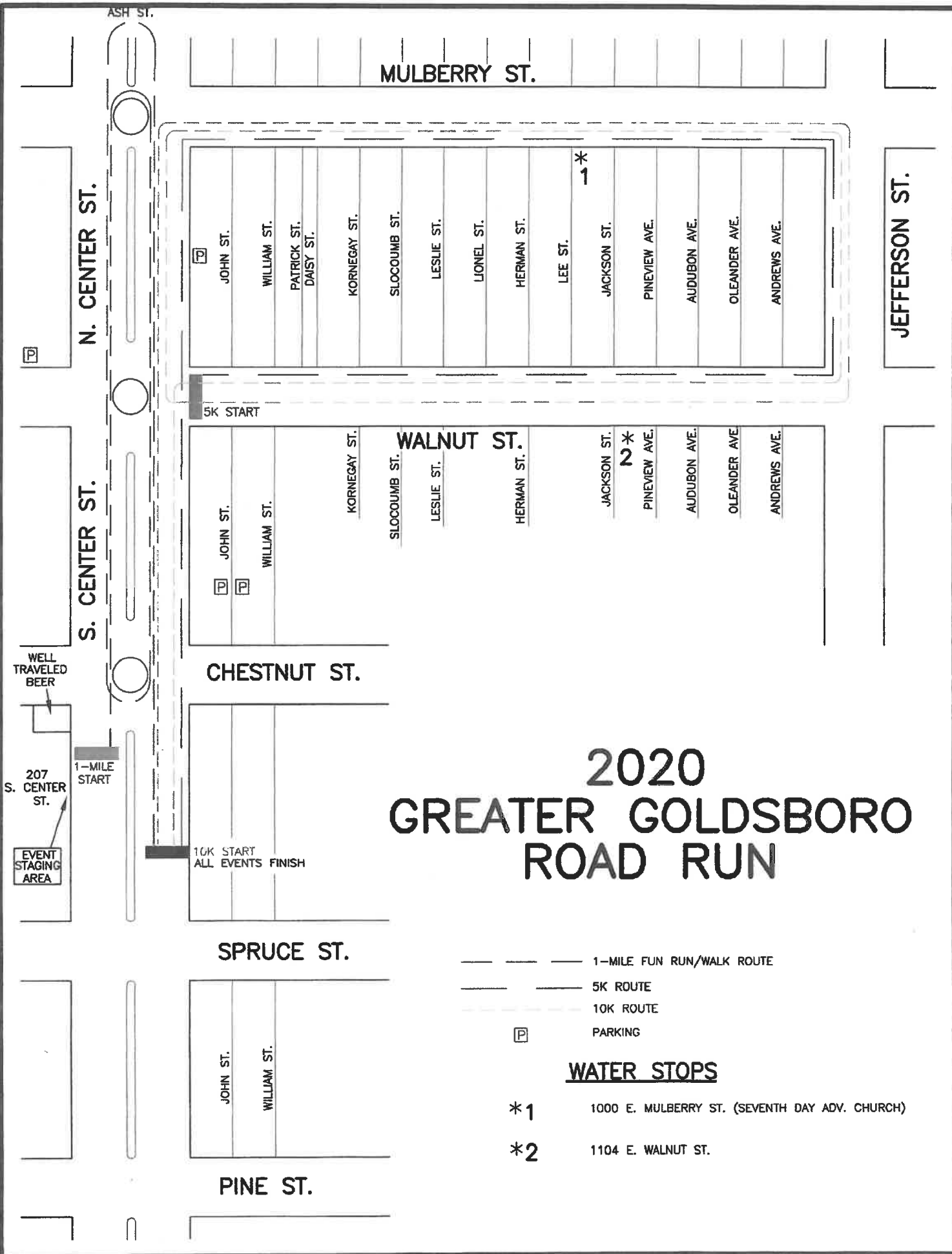
against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any

acts or omissions, active or passive, related to operating an event on the city's property.

This the 1st day of November, 2019.

Scott Edwards (SEAL)
Scott Edwards, Race Director
(Applicant & Authorized Representative of Event)

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



Greater Goldsboro 5k

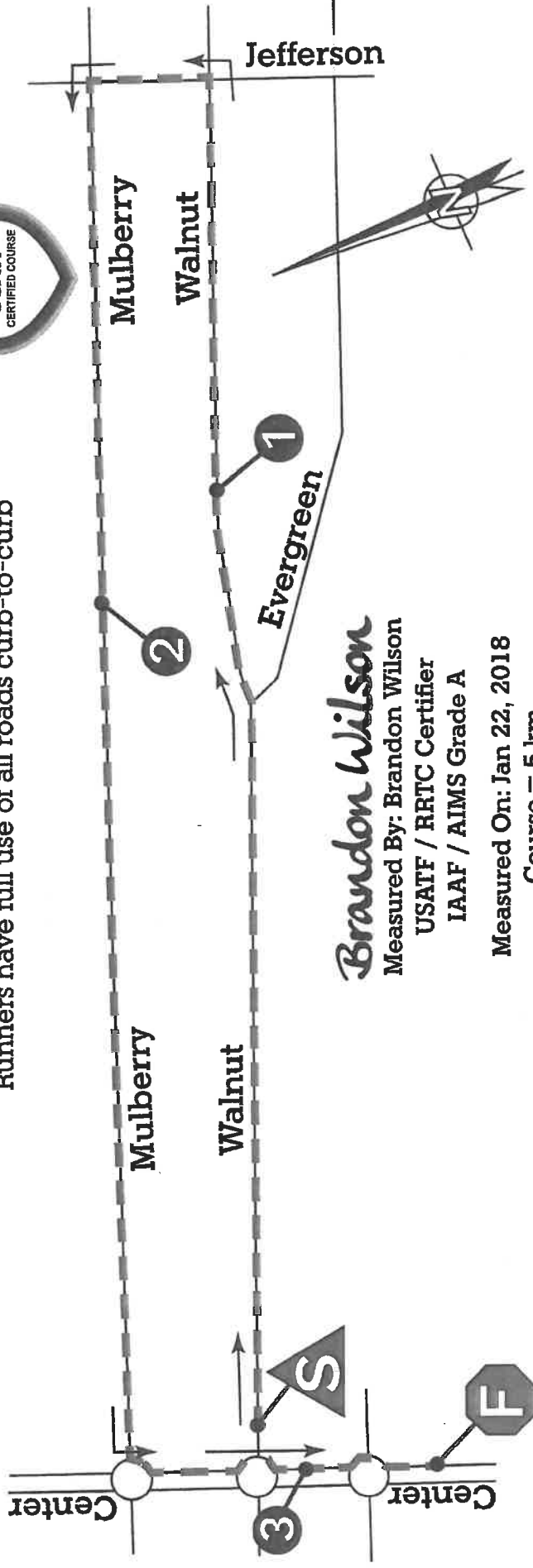
Goldsboro, NC

USATF Certificate #NC18001BW
Effective Jan 22, 2018 to Dec 31, 2028



Route is 100% unrestricted

Runners have full use of all roads curb-to-curb



Brandon Wilson

Measured By: Brandon Wilson

USATF / RRTC Certifier

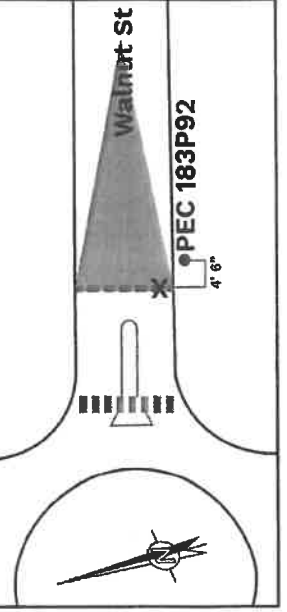
IAAF / AIMS Grade A

Measured On: Jan 22, 2018

Course = 5 km

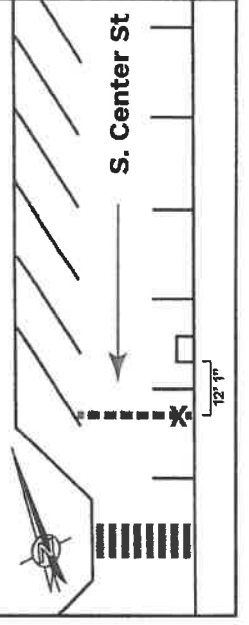
START DETAIL

The Start is an imaginary line on Walnut St perpendicular to the roadway intersecting a mag nail & washer "X" next to the curb. The nail is 4' 6" west of UPole# PEC 183P92



FINISH DETAIL

The Finish is an imaginary line on S Center St perpendicular to the roadway intersecting a mag nail & washer "X" next to the curb. It is located between Chestnut and Spruce. The nail is 12" 1" south of the southernmost edge of the rectangular iron storm drain



Route

Start -on- E Walnut

Left -on- Jefferson

Left -on- E Mulberry

Left -on- S Center

Finish -on- S Center

Splits

1 Mile - At 1108 B E Walnut

2 Mile - At 1000 E Mulberry

3 Mile - At 116 S Center

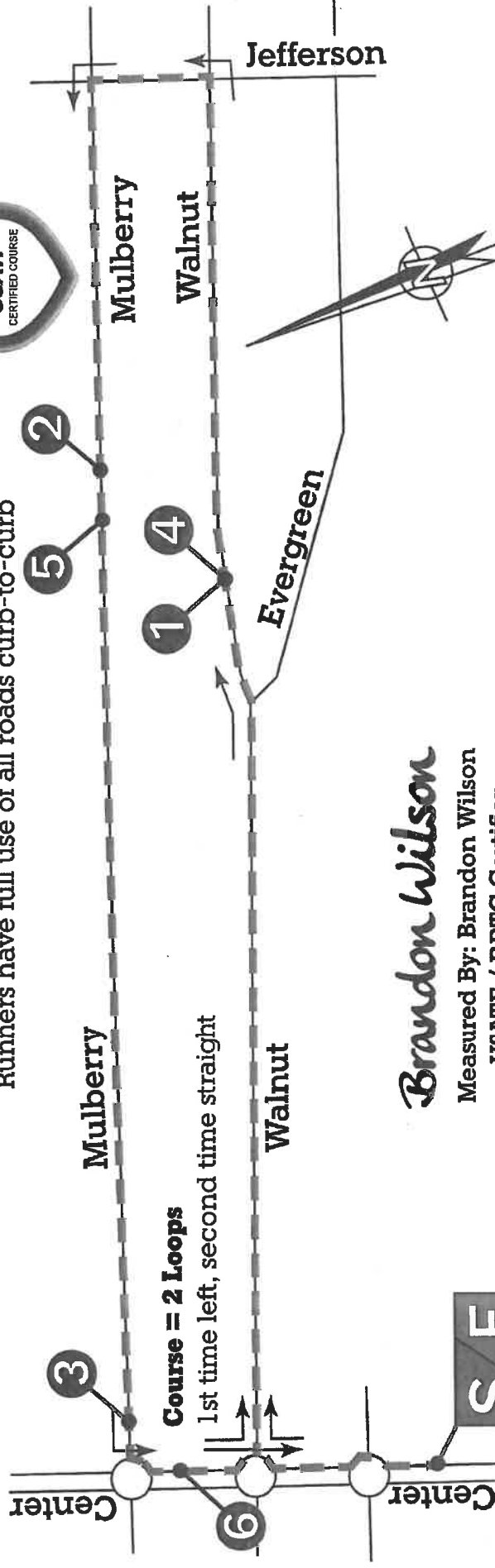
Greater Goldsboro 2-Loop 10k

Goldsboro, NC

USATF Certificate #NC18002BW
Effective Jan 22, 2018 to Dec 31, 2028

Route is 100% unrestricted

Runners have full use of all roads curb-to-curb



Brandon Wilson

Measured By: Brandon Wilson
USATF / RRTC Certifier
IAAF / AIMS Grade A

Measured On: Jan 22, 2018
Course = 10 km

Route

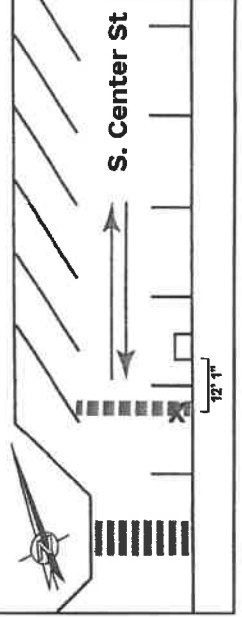
Start -on- S Center
Right -on- E Walnut
-- Begin Loop 1 --
Left -on- Jefferson
Left -on- E Mulberry
Left -on- S Center
Left -on- E Walnut
-- Begin Loop 2 --
Left -on- Jefferson
Left -on- E Mulberry
Left -on- S Center
Finish -on- S Center

Splits

1 Mile - At 1006 E Walnut
2 Mile - At 1108 E Mulberry
3 Mile - At 100 E Mulberry
4 Mile - At 1006 E Walnut
5 Mile - At 1104 E Mulberry
6 Mile - At 136 N Center

START / FINISH DETAIL

The Start and Finish are collocated. They form an imaginary line on S Center St perpendicular to the roadway intersecting a mag nail & washer "X" next to the curb. It is located between Chestnut and Spruce. The nail is 12" 1" south of the southernmost edge of the rectangular iron storm drain





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/29/2019

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 Hylant - Indianapolis 10401 North Meridian St, Ste 200 Indianapolis IN 46290	CONTACT NAME: Lisa Christenson PHONE: 317-817-5172 (A/C, No, Ext): E-MAIL: kiwaniscert@hylant.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Lexington Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): 317-817-5151 NAIC # 19437
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COVERAGES**CERTIFICATE NUMBER:** 1291713339**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 type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	013136005	11/1/2019	11/1/2020	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Liquor Liability \$1,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		013136005	11/1/2019	11/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Self-Insured Retention		013136005	11/1/2019	11/1/2020	All Claims \$75,000

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

The Certificate Holder and others as defined in the written agreement are additional insured subject to the terms, conditions, and exclusions on the policy with respect to the General Liability only regarding the following Kiwanis event (setup, take down & rain date(s) during the policy term are included).

April 18, 2019 or any future date in the policy term.

Kiwanis sponsored Greater Goldsboro Road Run

Held at along various streets in the City of Goldsboro, NC

Sunrise Kiwanis Club of Goldsboro

CERTIFICATE HOLDER**CANCELLATION**

City of Goldsboro, NC
North Center Street
P.O. Drawer A
Goldsboro NC

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

Judy K. Wilson

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City of Goldsboro
Departmental Monthly Reports
December 2019

1. Human Resources
2. Community Relations
3. Paramount Theater-GEC
4. Inspections
5. Downtown Development
6. Information Technology
7. Public Works
8. Public Utilities
9. Finance
10. Planning
11. Engineering
12. Fire
13. Police
14. Parks and Recreation
15. Travel and Tourism

The Human Resources Department advertised 17 job vacancies this month. 120 notices were sent to applicants not selected for an interview and nine (9) were sent to applicants interviewed but not selected for employment. We welcomed five (5) new hires this month: all part-time/seasonal. There were 37 reductions in employment: **four (4) retirements:** GiGi Eason (Fire Engineer – Fire); Reginald Hedrick (Operator - Public Utilities); Roosevelt Johnson (Compost Operator – Public Utilities), and Billy Langston (Solid Waste Technician – Public Works, Solid Waste); **eight (8) resignations:** Douglas Broadie (Public Works); Garrett Childs (Police); Anna Hines (Police); Zachary Haas (Public Works); Julie Metz (Downtown Goldsboro); Marcus Pridgen (Paramount Theatre); Antonio Torres (Parks and Recreation), and Patricia Wischmann (Information Technology); **one (1) termination:** Kelvin Cox (Public Works), and **24 end of assignments** for seasonal employees. Total employment for December was **569**: 446 full time and 123 part-time. Employee turnover rate (voluntary) was 7.1%.

Departmental Activities

- The final draft of the personnel policy revisions was distributed to employees and they were encouraged to submit feedback by December 31. A final draft will be submitted for Council's approval in 2020.
- Staff assisted the Fire Department with its Fire Engineer assessment. Plans are underway for the Police Major's assessment in January.
- Evergreen Consulting was selected to conduct the pay/class study and HR staff submitted the initial employee data for review. A series of orientation sessions and focus groups will be held in January.
- The Employee Appreciation Program was held December 10 at the Goldsboro Event Center. Breakfast was catered by The Plow House, and music was provided by the chorus from Dillard Middle School. Seventy-six employees were recognized for their years of service with the City.
- CBD Training for supervisors will be held January 21. Vernon Smith from Safe-T-Works will facilitate the session to discuss CBD oil and the impact on drug-testing.

Safety Highlights

- Safety inspections were performed at Paramount Theatre and all parks. Also performed site inspection for Parks and Recreation's event "Jingle in the Park." Performed field inspections with subcontractors and discussed rigging safety for employees with Director of Paramount Theatre.
- The Safety Officer investigated three vehicle accidents. Two employees were found at-fault.

Occupational Health

There were 91 clinic visits this month. No health beat, due to holidays and other activities. Seven random drug screens were performed (4 DOT and 3 non-DOT); six negative and one positive. One breathalyzer was performed (DOT) one post-accident test (non-DOT); both were negative.

2019	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	AVG
Applications	348	320	346	542	283	203	401	247	61	274	620	276	323
New Hires	11	7	1	3	3	1	8	6	6	2	0	0	4
Separations	3	3	6	3	1	5	4	3	5	3	2	11	4
Vehicle Accidents	7	4	6	3	6	4	5	5	0	4	2	2	4
Workers' Compensation	2	4	3	0	2	2	0	0	0	0	0	0	1

2018	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	AVG
Applications	264	247	266	204	274	231	398	346	230	256	244	219	265
New Hires	9	2	3	2	2	5	7	8	1	1	4	2	4
Separations	3	3	3	4	7	3	6	4	5	2	4	9	4
Vehicle Accidents	3	0	1	3	2	6	8	3	3	5	7	5	4
Workers' Compensation	2	0	3	1	1	2	2	0	0	2	0	1	1

Note: Hiring and separation statistics represent full-time personnel.

COMMUNITY RELATIONS DEPARTMENT

December 2019

Prepared By: Shycole Simpson-Carter, Community Relations Director

Date Prepared: January 13, 2020

- The Commission on Community Relations and Development met on Tuesday, December 10, 2019 at 6:00 pm. The next scheduled meeting is Tuesday, February 11, 2020 at 6:00 pm.
- The Department received no housing complaints for the month but received two (2) requests for assistance with food and volunteer opportunities. Both requests were submitted to the designated community resources for resolution (i.e., Salvation Army and Teen Court).
- The Goldsboro Mayor's Youth Council (GYC) met on Wednesday, December 4, 2019. The next scheduled meetings are planned for the following Wednesdays, February 5th and 19th. For the month of December, GYC's community service activity was the annual Gift Wrapping Fundraiser from December 8th-21st within Berkeley Mall.
- The Mayor's Committee for Persons with Disabilities (MPCD) met on Thursday, December 19, 2019. The next scheduled meeting is Thursday, February 20, 2020. The MCPD continue to be actively engaged in the planning process of a Special Needs Prom that First Baptist Church is sponsoring in February 2020. This event is being funded through a grant from the Tim Tebow Foundation.

The Mayor's Committee for Persons with Disabilities (MPCD) was presented with concerns of no handicapped signs at JOANN Craft Store within Berkeley Mall. The Department and MCPD along with Inspections and Planning have facilitated accommodation of parking spaces designated as handicapped. After meeting with the Mall Property Manager and Regional Property Manager it was agreed that the Mall would install 2 handicapped parking spaces and at the request of the MCPD, paint a "Slow Crossing" signage from the parking lot to the store's entrance. All coordination through Inspections and Planning's Code Enforcement allowed the work to be completed with no issues.

- The Department completed contract signings for two homeowners through the Essential Single-Family Rehabilitation Loan Pool – Disaster Recovery (ESFRLP-DR) Projects – to provide disaster repair work to their residence. All work will commence January 2020 and is scheduled to be completed by March 2020.

2019 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	1	4	5	2	2	4	2	2	2	1	1	0	2
Consumer & Other	3	4	3	4	3	4	6	1	4	0	4	2	3
2018 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	5	5	9	3	2	3	1	3	0	9	0	1	3
Consumer & Other	1	2	0	0	3	2	9	10	2	5	7	2	4

-----PARAMOUNT THEATRE-----

- **December Activity included:** 26 event/rental use days with 11 public performances (Nutcracker, A Christmas Story, Child of the Promise, 2 movie showings) Booking for 2020-2021 season underway.
- **Note:** High expenses for December include \$6K unexpected electricity charge to be investigated.
- **Repairs and Maintenance:**
 - HVAC system and control study and repairs scheduled (completed first week of January).
 - New (used) mobile scissor lift purchased with Paramount Theatre Foundation funds.
 - Wheelchair lift in disrepair, parts/service no longer available; alternatives being considered with help of Building Maintenance and Public Safety.

-----FINANCIAL-----

- Expenses – \$66,748: Labor - \$36,221 /Operational – \$30,527
- Revenues - \$28,934: Rentals -\$15,282 /Tickets \$13,229 /Concession \$353

	Jan-19	Feb-19	Mar-19	April-19	May-19	June-19	July-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	2019 Total	2019 Average
Exp	\$34,447	\$33,393	\$68,435	\$41,297	\$25,832	\$34,713	\$21,916	\$41,241	\$43,600	\$50,200	\$32,374	\$66,748	\$494,196	\$41,183
Rev	\$12,993	\$13,259	\$15,347	\$5,406	\$20,107	\$19,988	\$8,423	\$8,090	\$7,824	\$12,301	\$16,740	\$28,934	\$169,412	\$14,117
	Jan-18	Feb-18	Mar-18	April-18	May-18	June-18	July-18	Aug-18	Sept-18	Oct-18	Nov-18	Dec-18	2018 Total	2018 Average
Exp	\$32,968	\$25,012	\$48,050	\$39,962	\$32,137	\$24,298	\$55,630	\$40,550	\$68,803	\$42,545	\$40,161	\$32,024	\$482,140	\$40,178
Rev	\$16,549	\$7,471	\$35,001	\$8,954	\$15,408	\$11,597	\$6,293	\$17,910	\$332	\$5,741	\$23,896	\$16,954	\$179,948	\$14,995

-----GOLDSBORO EVENT CENTER-----

- **December Activity included:** 7 private events (1 multi-day), 8 City sponsored events and trainings.
- **Note:** 2019 numbers show; 13% growth in rev, 1% reduction in exp, 5% reduction in non-revenue use.
- **Repairs and Maintenance:**
 - Frequent toilet-plumbing issues during events; evenings and weekend plumbing results in “emergency rate” charges. Cost-effective solution being investigated.
 - Weather damaged façade repairs being coordinated.

-----FINANCIAL-----

- Expenses – \$13,636: Labor - \$9,443 /Operational – \$4,193
- Revenues – \$11,371: Rentals - \$6,500 /Concessions – \$1,299
- City Use – \$9,436: Value of non-Revenue City use: 8 events = \$9,436

	Jan-19	Feb-19	Mar-19	April-19	May-19	June-19	July-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	2019 Total	2019 Average
Exp	\$9,198	\$8,624	\$13,459	\$13,121	\$6,968	\$8,393	\$6,887	\$10,356	\$9,001	\$13,055	\$6,916	\$13,636	\$119,614	\$9,968
Rev	\$4,645	\$7,204	\$11,475	\$5,932	\$2,529	\$13,136	\$2,000	\$8,369	\$12,579	\$7,439	\$7,799	\$11,371	\$94,478	\$7,873
City	\$1,900	\$5,100	\$8,525	\$3,875	\$7,975	\$5,225	\$2,075	\$2,700	\$4,700	\$10,076	\$6,483	\$9,436	\$68,070	\$5,672
	Jan-18	Feb-18	Mar-18	April-18	May-18	June-18	July-18	Aug-18	Sept-18	Oct-18	Nov-18	Dec-18	2018 Total	2018 Average
Exp	\$5,379	\$7,310	\$14,096	\$14,484	\$7,852	\$7,072	\$9,083	\$11,367	\$7,815	\$16,427	\$8,760	\$10,306	\$119,951	\$9,996
Rev	\$2,890	\$5,556	\$7,526	\$15,201	\$9,980	\$4,309	\$7,971	\$7,131	\$2,143	\$10,781	\$3,326	\$5,224	\$82,038	\$6,837
City	\$750	\$4,800	\$4,750	\$4,975	\$9,475	\$4,325	\$3,425	\$6,175	\$3,925	\$12,475	\$9,150	\$7,000	\$71,225	\$5,935

INSPECTIONS

December, 2019

Prepared By: Allen Anderson, Jr.

Date Prepared: 01/03/20

The valuation of all building permits issued during the month of December totaled \$3,751,200. Five (5) of these permits were new residential single-family dwellings at a valuation of \$1,042,590.

The valuation of all miscellaneous (Mechanical, gas, insulation, electrical, plumbing, fire, sprinkler, pool, tank, demolition, signs, business inspection, & itinerant merchant) permits issued during this time period totaled \$1,681,863.

All permit fees collected for the month totaled \$40,182. Of the permit fees collected for the month, \$2,790 was collected in technology fees. Plan review fees collected during the month totaled \$2,525. Business Registration fees collected totaled \$1,080.

The Inspectors did a total of 453 inspections for the month. During the month of December, four (4) business inspections were completed. A total of 241 permits were issued for the month. Thirty-four (34) plan reviews were completed for December. We now have a total of 129 residential structures in the Minimum Housing Process and 7 commercial structures in the Demolition by Neglect Process.

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
Permit Valuation													
All Bldgs (mm)	\$2	\$14	\$6	\$428K	\$8	\$2	\$4	\$11	\$2	\$3	\$10	\$4	\$6
Residential (k)	\$805	\$1mm	\$599	\$0	2mm	\$767	\$580	\$557	\$985	\$514	\$999	\$1mm	\$817
Misc (mm)	\$5	\$2	\$2	\$2	\$2	\$1	\$3	\$2	\$1	\$2	\$1	\$2	\$2
Permit Fee (k)	\$34	\$40	\$48	\$27	\$46	\$41	\$38	\$40	\$26	\$23	\$46	\$40	\$37
Inspections	614	603	531	497	603	488	533	663	516	447	500	453	537
Permits Issued	296	296	270	271	334	296	329	255	226	248	236	241	275
Plan Reviews	39	47	65	46	34	43	90	35	51	70	45	34	50
Min Housing	171	99	102	118	121	125	126	111	121	129	128	129	123
In Process													
2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
Permit Valuation													
All Bldgs (mm)	\$10	\$13	\$3	\$5	\$5	\$2	\$5	\$6	\$3	\$5	\$12	\$6	\$6
Residential (k)	\$848	\$518	\$1mm	\$786	\$1mm	\$2mm	\$1mm	\$2mm	\$120	\$207	\$246	\$807	\$882
Misc (mm)	\$2	\$2	\$2	\$3	\$2	\$1	\$2	\$2	\$1	\$1	\$2	\$1	\$2
Permit Fee (k)	\$31	\$33	\$30	\$31	\$48	\$51	\$65	\$60	\$21	\$41	\$49	\$21	\$40
Inspections	524	539	544	564	582	692	675	659	345	589	516	373	550
Permits Issued	258	263	284	295	418	351	344	373	279	326	258	226	306
Plan Reviews	75	41	52	74	85	39	42	67	51	85	39	50	58
Min Housing	163	163	143	152	152	152	161	161	161	161	163	171	159
In Process													

Current Downtown Development Office Projects Staff Worked On Over the Month Include:

- Continued to work through TIGER VIII developments.
- Met with (or conversed by email/phone) 21 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Over the past month, staff visited downtown businesses 23 different times.
- Worked through updates related to the TIGER VIII grant.
- Helped facilitate and participate in a neighborhood plan meeting on December 16th.

Downtown Development Office Events or Activities that Staff Administered or Assisted During the Month:

- Created ads for Go, Buzz, 107.9, Curtis Media, digital billboards and the News-Argus for upcoming downtown events.
- Attended multiple Merchants Association meetings throughout the month.
- Hosted the Small Business Center in Downtown event on the first Monday of the month.
- Prepared and submitted the monthly Four Square report for the TIGER Grant to FTA and began preparing for the Quarterly meeting in Atlanta to discuss our project's status.
- Attended and presented at the SJAFB Newcomer's Meeting in the month of December.
- Helped to facilitate multiple LAUNCH meetings throughout the month of December.
- Facilitated and hosted an EDA Resiliency Grant site visit on December 9th.
- Attended the NC Growth Showcase in Asheboro, NC on December 12th.
- Attended the Administrative Assistants Conference in Raleigh, NC on December 13th.
- Hosted a LAUNCH information session at the Wayne Business and Industry Center on December 16th.
- Continued to work on establishing a relationship with UNC's based NC GROWTH that will lead to a feasibility study to research an incubator type facility for downtown.

DGDC Events or Activities that Staff Administered or Assisted During the Month:

- Facilitated and attended the following monthly meetings: DGDC Board (12/18), DGDC Executive Committee (12/11), DGDC Design (12/12), DGDC EV (12/20), DGDC Promotions (12/17) and Org. Work Plan (12/11).
- Helped assist the DGDC with five (5) DGDC boardroom rentals throughout the month of December.
- Worked with DGDC committees on the 2020 Work Plan development.
- Facilitated and hosted the Shop Small Downtown Passport campaign throughout the month of December.
- Facilitated and hosted the Take a Selfie with the Elfie campaign throughout the month of December.
- Facilitated and hosted the Santa Stumble Bar Bounce on December 13th.
- Facilitated and hosted free Downtown Trolley Rides on December 3rd, December 10th and December 20th.

Upcoming Events/Activities:

- Holiday ornament sales will continue through the month of January.
- The DGDC Sponsorship campaign will kick-off at the end of January.
- Shop the Block February 7th and 8th.

Businesses Opening/Properties Purchased

- Two micro-breweries are underway, one located at 116 W. Chestnut Street and the other at 229 W. Pine Street.
- Goldsboro News-Argus has officially moved into the downstairs space at 109 E Ash St.

- DGDC has acquired the property at 109 Ormond Avenue and is seeking potential investors for the space.

Other:

- Downtown Goldsboro's Facebook page followers/likes grew from 10,980 to 11,025 in the month of December.

Information Technology

December 2019

Prepared By: Scott Williams

Date Prepared: January 03, 2019

- Setup MDTs for Central Square Training.
- Setup GPD Mobile Field Reporting.
- Updated email security for detection of malicious email.
- Setup access control system at Fire Station 4; completed access levels and door security.
- Removed unused wiring at GPD and installed pull strings in conduit for new setup.
- Setup PADtrax for GPD.
- Pulled new cables for GPD.
- Completed PADtrax training and configuration.
- Wired Interview Rooms for GPD.
- Two staff attended training for Office 365.
- Recorded State of the Community event.

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened	662	536	546	519	540	424	686	708	545	734	475	441	568	6618
Tickets Closed	551	467	575	429	496	454	942	664	503	672	498	416	556	6667
Open Tickets	456	490	457	549	582	612	300	342	384	446	423	448	457	

Monthly Highlights

Buildings & Grounds: Maintained Christmas lighting; troubleshoot handicap lift at Paramount; repaired water heater at PW Complex; installed new 36"x36" exhaust fan at WRF

Distribution & Collections: Responded to 18 after hour calls for a total of 28.25 hours.

Streets & Storm water: Continued ditch cleaning through Herman Park to behind First Presbyterian Church (Jackson & Ash Street areas); Graded nine unpaved streets; Surveyed Stoney Creek, Hollow Creek, Billy Branch, and Westbrook Rd areas for beaver dams, identifying three dams for removal.

Departments		2019												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	8.7	8.0	9.8	13.5	11.6	6.0	7.3	24.2	15.6	11.1	9.8	5.2	10.9
	Lines Camera'd (1000-ft)	10.8	11.3	9.8	8.6	11.9	1.6	6.3	14.3	10.2	13.8	5.7	1.9	8.9
	Water Repairs	27	20	16	28	19	30	34	26	37	27	17	22	25.3
	Sewer Repairs	31	7	9	34	10	18	22	10	44	38	27	25	22.9
	Hydrants Replaced/Fixed	37	16	19	10	16	3	17	13	8	40	13	19	17.6
	Meter Install/Changed	102	63	56	47	54	52	57	51	35	35	24	25	50.1
Bldg & Grounds	Radio, Electrical, Bldg	260	219	202	193	333	234	204	324	49	59	34	33	178.7
	Sign Repairs	48	72	48	29	32	67	47	25	35	18	25	41	40.6
	ROW Mowing (ac)	10	0	0	70	83	110	124	107	103	35	0	0	53.5
	City-Owned Lots Mowing (ac)	0	0	0	81	75	105	114	106	98	32	0	0	50.9
Garage	Total Work Orders	365	309	276	316	255	298	298	397	289	323	273	207	300.5
	Total Fuel Cost (x1000)	\$ 61	\$ 53	\$ 55	\$ 64	\$ 56	\$ 65	\$ 66	\$ 68	\$ 61	\$ 67	\$ 55	\$ 52	60.3
Solid Waste	Refuse (x1000 tons)	1.0	0.7	0.8	0.9	0.9	1.0	1.0	1.0	0.9	0.9	0.8	1.0	0.9
	Recyclables (tons)	13	78	83	87	95	99	103	79	62.32	105	85.3	92	81.8
	Leaf-n-Limbs (x1000 tons)	0.8	0.6	0.7	0.7	0.9	0.6	0.7	0.7	1.1	0.7	0.7	1.1	0.8
Cemetery Funerals		4	4	7	5	6	1	8	3	2	4	8	2	4.5
Street & Storm	Utility Cut Repairs	15	12	10	11	9	12	14	13	3	21	0	0	10.0
	Pot Hole Repairs	56	49	52	18	15	20	18	19	17	7	32	55	29.8
	Streets Swept (miles)	110	143	135	16	103	64	35	45	49	109	79.2	63	79.3
	Pipe&Open Ditch Maint(1000-ft)								1.26	3.85	1.27	1.1	0.45	1.6
	Ditch mowing (1000-ft)								6.05	10.52	8	7	7	7.7
	Storm Pipe Repairs								5	6	4	2	0	3.4
2018														
Distribution & Collections	Utility Line Maint (1000-ft)	7.4	2.9	4.0	24.0	19.0	26.3	27.5	13.2	12.8	14.7	6.8	2.7	13.4
	Lines Camera'd (1000-ft)	5.1	3.3	4.6	9.5	12.5	10.3	9.3	13.2	7.3	15.5	7.7	10.8	9.1
	Water Repairs	87	25	25	45	47	64	71	34	21	27	52	14	42.7
	Sewer Repairs	4	14	9	12	20	13	17	14	8	22	6	5	12.0
	Hydrants Replaced/Fixed	3	32	38	45	42	23	30	26	32	9	12	10	25.2
	Meter Install/Changed	25	32	28	36	49	76	60	61	87	78	66	54	54.3
Bldg Maint	Radio, Electrical, Bldg	225	195	167	224	268	204	158	150	127	204	206	171	191.6
	Sign Repairs	43	72	51	70	13	77	36	61	28	89	52	16	50.7
Garage	Total Work Orders	360	341	322	366	337	316	299	362	313	456	277	277	335.5
	Total Fuel Cost (x1000)	\$ 55	\$ 47	\$ 55	\$ 55	\$ 60	\$ 60	\$ 60	\$ 70	\$ 52	\$ 71	\$ 52	\$ 49	57.2
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.8	0.9	1.0	0.9	0.9	1.0	0.9	1.0	0.8	1.0	0.9
	Recyclables (tons)	102	107	82	101	59	93	79	94	111	0	0	0	68.9
	Leaf-n-Limbs (x1000 tons)	0.5	0.7	0.8	1.1	0.8	0.9	0.9	0.8	2.0	2.0	0.9	1.1	1.0
Cemetery Funerals		8	9	6	8	5	6	6	6	7	10	3	7	6.8
Streets & Stormwater	Utility Cut Repairs	0	14	10	12	30	37	23	11	4	32	12	8	16.1
	Pot Hole Repairs	45	82	50	20	45	25	61	43	14	43	18	63	42.4
	Streets Swept (miles)	82.5	229	171	229	197	143	192	145	198	170	135	110	166.8
	ROW Mowing (ac)	0	0	3	8.0	68.9	167.0	16.6	29.0	48.0	59.1	6.5	0	33.8
	City-Owned Lots Mowing	0	0	0	135	318	410	159	187	110	85	54	15	122.8

PUBLIC UTILITIES DEPARTMENT

December 2019

Prepared By: Michael Wagner

Date Prepared: January 13, 2020

Water Treatment Plant

- The Water Treatment Plant operations are proceeding smoothly.
- The Comprehensive Utility Rate Study is underway with an estimated draft in late February 2020.

Water Reclamation Facility

- The Water Reclamation Facility operations are proceeding smoothly.
 - With the exception of the Wasting Tank aeration system which lost an air heading, the tank is being drained and repaired internally. Additional corrective maintenance is being performed in the tank and on the presses.
- The average daily flows for December were 8.52 MGD.
- All of the city's 26 pump stations are operating well.
 - With the exception of the 117 pump station bar screen.
 - Pecan pump station is having significant modifications to ensure compliance with current flows and peaking factors coming from Case Farms.

Compost Facility

- Six cubic yards of compost and mulch was sold in December 2019.

Historical data for water and sewer volumes are in million gallons per day (MGD) and are average daily flows for each month.

2019 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.206	6.053	6.016	6.175	7.237	7.351	7.361	6.890	6.693	6.519	6.310	6.287	6.591
Sewer**	11.66	11.76	12.22	11.01	7.84	8.28	7.39	6.83	7.48	6.73	6.92	8.52	8.88
Compost	52	319	390	552	503	437	103	121	217	508	350	6	297

*Water permit- 12.0 MGD; **Wastewater permit- 14.2 MGD

2018 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.625	6.232	6.262	6.017	6.303	6.83	6.632	6.727	6.149	6.692	6.374	6.027	6.405
Sewer**	7.66	10.45	9.97	9.41	10.77	7.83	6.71	11.50	17.46	10.54	11.48	13.97	10.64
Compost	395	876	686	913	951	910	220	604	157	144	233	238	527

*Water permit- 12.0 MGD; **Wastewater permit- 14.2 MGD

FINANCE
DECEMBER, 2019
Prepared By: Andrea Thompson
Date Prepared: January 13, 2020

OVERALL SUMMARY				
	<u>FY 18-19</u>		<u>FY 19-20</u>	
	Actual to Date		Actual to Date	YTD %
	December-18	Adjusted Budget	December-19	Collected
Revenues				
General Fund	\$ 20,254,577	\$ 45,017,296	\$ 6,788,258	15.08%
Utility Fund	10,897,183	20,424,368	9,737,081	47.67%
Downtown District Fund	31,079	121,701	345	0.28%
Occupancy Tax Fund	609,055	1,113,732	613,800	55.11%
Stormwater Fund	672,986	1,467,481	767,673	52.31%
Total	\$ 32,464,879	\$ 68,144,578	\$ 17,907,156	26.28%
Expenditures				
General Fund	\$ 21,028,152	\$ 45,017,296	\$ 20,366,167	45.24%
Utility Fund	9,901,555	20,424,368	6,564,589	32.14%
Downtown District Fund	31,225	121,701	18,673	15.34%
Occupancy Tax Fund	512,507	1,113,732	1,035,841	93.01%
Stormwater Fund	382,319	1,467,481	405,933	27.66%
Total	\$ 31,855,756	\$ 68,144,578	\$ 28,391,202	41.66%

MAJOR CATEGORIES				
	<u>FY 18-19</u>		<u>FY 19-20</u>	
	Actual to Date		Actual to Date	YTD %
	December-18	Adjusted Budget	December-19	Collected
Revenues				
Property/Occupancy Taxes	\$ 8,382,579	\$ 18,092,380	\$ 803,947	4.44%
Charges for Services	10,455,823	22,522,489	12,372,612	54.93%
Revenue Other Agencies	10,837,674	16,382,031	3,862,559	23.58%
Other Revenues	2,788,802	11,147,678	868,038	7.79%
Total	\$ 32,464,879	\$ 68,144,578	\$ 17,907,156	26.28%
Expenditures				
Labor	\$ 14,363,519	\$ 31,024,058	\$ 14,382,687	46.36%
Non-Labor	17,492,237	37,120,520	14,008,515	37.74%
Total	\$ 31,855,756	\$ 68,144,578	\$ 28,391,202	41.66%

SELECTED OTHER INFORMATION			
	<u>FY 18-19</u>	<u>Actual</u>	<u>Total</u>
	Actual	December-19	Collected F-YTD
Collections			
Debt Setoff	\$ 42,896	\$ 679	\$ 6,251
Surplus	\$ 160,832	\$ 18,085	\$ 29,489

PLANNING

December 2019

Prepared By: Debra Creighton

Date Prepared: January 14, 2020

During the month of December, the 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 MTP Update, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. Code Enforcement issues \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City. During the month of December, five (5) tickets were issued (see below).

Parked in Wrong Direction	1
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	4
Other (Bus Loading Zone, Crosswalk, Sidewalk)	0

2019	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Site/Subdivision Plans														
Planning Commission	3	6	6	5	5	5	7	3	4	2	5	3	54	5
Staff Level	0	1	0	3	1	7	0	0	1	2	2	1	18	2
Rezonings														
Rezonings	0	2	3	3	1	3	0	0	3	0	2	0	17	1
Historic District Commission														
Commission Review	0	0	2	1	1	1	1	1	1	0	0	0	8	1
Staff Review	1	1	1	1	3	3	2	0	0	1	0	0	13	1
Code Enforcement														
Grass Cutting # Lots	0	0	0	0	40	98	15	69	51	27	6	0	306	38
Grass Cutting Payments	0	0	0	0	\$4,915	\$7,025	\$1,145	\$5,225	\$2,880	\$2,325	\$695	\$ -	\$24,210	\$3,026
Junk Vehicles	4	4	3	4	5	6	28	15	1	3			73	6
Tagged Vehicles	0	0	0	20	30	18	35	0	15	35			153	13
Illegal Signs Removed	388	551	602	555	522	305	367	307	20	344	190	106	4257	355
Bags of Litter Picked Up	0	551	602	555	0	0	0	0	0	0	291	248	2247	187

ENGINEERING DEPARTMENT

December 2019

Prepared by: Guy M. Anderson, P. E.

Date Prepared: 01-13-2020

Stoney Creek Greenway

- Staff is awaiting authorization to construct from NCDOT;
- Project manual and final estimate are complete;
- Anticipated advertisement for bids, upon NCDOT approval, in summer 2020.

Phase IV Sewer Collection Rehabilitation

- Staff is processing change orders for additional work and increase in contract time;
- Project is 85% complete for original contract.

Center/Holly Street Water Tank Painting

- Final payment transmitted on December 6, 2019.

SJAFB Sewer Outfall Improvements

- Staff is coordinating having the sewer line CCTV work completed to determine if sewer line can be lined using CIPP;
- Anticipated advertisement for bids in January 2020.

2019 Infrastructure Recovery (Goldenleaf Foundation)

- At the preconstruction conference held on November 13th the notice to proceed date was set for November 18th with a contract completion date of May 17, 2020;
- This project is 20% complete.

2018 Street Improvement Project

- This paving project includes Oak Hill Drive from North Berkeley Boulevard to Green Drive and East Chestnut Street from South Slocumb Street to South Leslie Street;
- The revised project scope and design will be advertised for bids in the next couple of months.

2018 Street Resurfacing

- Final payment transmitted on December 20, 2019.

2018 Wastewater Collection System Rehabilitation Project

- Additional work added by Change Order No. 1 is underway;
- Project is 98% complete.

2018 Virginia Street Storm Sewer Improvements

- Staff is researching alternatives to correcting the drainage situation.

Ash Street/Alabama Avenue Sidewalk

- Preliminary construction plans have been started;
- Duke Energy has been contacted to relocate needed poles;
- Anticipated advertisement for bids in January/February 2020.

2017 Wastewater System Improvements

- Design plans and specifications are being reviewed by NCDEQ;
- Project advertisement anticipated in February 2020.

2017 Water System Improvements

- Design plans and specifications are being developed;
- Design plans and specifications are anticipated to be sent for NCDEQ review in August/September 2020.

2019 Water System Improvements

- Received the NCDEQ Letter of Intent to Fund;
- Staff is coordinating with the Finance Department to determine if the City of Goldsboro can afford the project;
- Once Finance Department determines affordability, staff will develop a Request for Qualifications for design services and advertise in January or February 2020.

2019 Street Resurfacing

- Final list was approved during the August 5th Council meeting;
- Staff is working to develop a more detailed cost estimate to determine if additional street segments can be added;
- Once the detailed estimate is developed, staff will begin putting together the contract documents and advertise for bids;
- Anticipated advertise for bids in January 2020.

Best Management Practices (BMPs) Inspections

- Approximately 308 BMPs have been approved and 258 BMPs have been constructed to date;
- All BMP inspections completed through the month December 2019.

FIRE DEPARTMENT
December, 2019
Prepared By: CL/JD
Date Prepared: 01.07.20

Fire Prevention and Outreach

- 12/3,12 – Community Service – Lunch Buddy Program – Carver Heights Elementary
- 12/4, 12/18 – Community Service - Car Seat Check - Station 2
- 12/6 – Public Education – Station Tour- Wages
- 12/6 – Community Service – Jingle in the Park – Herman Park
- 12/7 – Community Service – Christmas Parade – Downtown Goldsboro
- 12/11 – Community Service – Reading Program – Meadow Lane Elementary School
- 12/11 – Community Service – Reading Program - Carver Heights Elementary School
- 12/11 – Public Education – Station Tour – Wages
- 12/11 – Community Service – Youth Swimming Program – Goldsboro Family YMCA
- 12/13 – Public Education – Truck Display – Wages
- 12/14 – Public Education – Boys to Men Mentorship Event – Elohim Family Worship Center
- 12/15 – Community Service – Mayors Youth Council Gift Wrapping- Berkeley Mall

Working Structure Fires

- 12/11 – 1007 Eleventh St
- 12/27 – 506 W Ash St

Working Vehicle Fires

- 12/2 – 1300 N William St
- 12/3 - 901 W Grantham St
- 12/10 - 4350 E US 70 HWY
- 12/11 - 1007 Eleventh St
- 12/16 - 701 S George St (2 Vehicles)
- 12/20 – 1609 N William St
- 12/26 – 113 Millers Chapel Rd

2019	<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>
Total Incidents:	196	191	203	209	241	207	215	199	223	235	227	209	213
Structure Fires:	5	3	2	4	1	1	4	2	1	10	3	3	3
EMS Calls:	72	84	79	76	76	79	75	74	68	84	78	85	78
Vehicle Accidents:	27	30	40	33	39	27	22	36	33	38	36	32	33
Fire Alarms:	33	33	29	40	54	54	47	46	66	47	44	41	45
Other:	59	41	53	56	71	46	67	41	55	56	66	48	55
Training Hours:	3122	3211	3263	1804	2128	1788	1885	2995	1757	2061	1963	1322	2275
Safety Car Seat Checks:	3	8	5	4	5	8	9	10	6	6	4	2	6
Inspections:	94	86	123	118	113	71	91	114	116	107	100	76	101
2018	<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>
Total Incidents:	234	165	196	197	222	182	195	229	375	223	205	197	218
Structure Fires:	3	6	2	2	6	2	1	2	4	4	2	3	3
EMS Calls:	63	52	63	68	89	69	71	87	138	79	87	69	78
Vehicle Accidents:	49	22	39	27	38	34	38	31	36	34	41	29	35
Fire Alarms:	49	34	44	35	38	38	47	59	80	50	35	45	46
Other:	70	51	48	65	51	39	38	50	117	56	40	51	56
Training Hours:	2683	2871	2149	2172	1962	1878	2776	3228	1465	1909	2138	1163	2199
Safety Car Seat Checks:	2	10	10	9	10	4	3	8	3	11	6	11	7
Inspections:	52	67	68	95	102	106	99	142	64	19	69	65	79

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.

GOLDSBORO POLICE DEPARTMENT

DECEMBER, 2019

Prepared By: Michael D. West

Date Prepared: January 10, 2020

Total IBR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft, arson and fraud) for December 2019 were 228 compared to 226 for November 2019.

Property with an estimated value of \$178,181 was reported stolen while property with an estimated value of \$88,102 was recovered.

Officers arrested 151 people and 306 citations were issued during the month. There were 54 drug-related charges.

There were 0 report(s) of assault on an officer.

Revenue collected for December 2019 included:

Police Reports	\$	328.00
Fingerprints	\$	30.00
Special Events	\$.00
Total	\$	358.00

IBR COMPARISON & TREND															
2019	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG	
OFFENSE															
Homicide	0	0	0	0	0	2	0	0	0	0	0	0	2	0.2	
Rape(&attempts)	1	0	0	2	1	0	2	1	0	0	1	1	7	0.7	
Robbery	6	4	5	4	5	1	3	5	4	4	4	6	41	4.1	
Aggravated Assault	7	8	10	5	15	14	9	10	13	16	10	14	107	10.7	
Simple Assault	30	30	36	24	29	35	33	49	42	36	25	37	344	34.4	
Breaking & Entering	33	31	24	35	35	22	34	25	30	30	26	30	299	29.9	
Larceny	157	92	104	135	99	138	134	138	127	142	116	113	1266	126.6	
Motor Vehicle Theft	7	9	11	8	5	7	6	7	9	7	11	6	76	7.6	
Arson	0	1	0	0	0	0	0	0	0	0	0	0	1	0.1	
Fraud	24	37	35	19	25	35	24	35	18	25	33	21	277	27.7	
TOTALS	265	212	225	232	214	254	245	270	243	260	226	228	2420	242.0	
2018	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG	
OFFENSE															
Homicide	0	0	0	0	0	0	0	0	2	1	0	0	3	0.3	
Rape(&attempts)	2	1	0	2	1	0	2	0	2	0	0	0	10	0.8	
Robbery	1	10	7	5	4	6	6	5	2	2	3	8	59	4.9	
Aggravated Assault	6	12	11	13	15	13	17	9	17	12	7	11	143	11.9	
Simple Assault	34	29	55	34	32	32	24	46	43	25	24	41	419	34.9	
Breaking & Entering	40	27	23	31	37	41	36	27	30	31	35	39	397	33.1	
Larceny	129	115	126	134	132	121	127	110	107	96	108	142	1447	120.6	
Motor Vehicle Theft	7	4	7	7	7	5	6	11	6	12	13	8	93	7.8	
Arson	0	2	0	0	0	1	1	1	0	3	0	2	10	0.8	
Fraud	46	33	22	34	42	38	42	35	25	34	23	34	408	34.0	
TOTALS	265	233	251	260	270	257	261	244	234	216	213	285	2989	249.1	

- December 1st – SWAC Tournament @ BMSC (1,890 Participants / Spectators)
- December 3rd & 4th – Seniors Trip to Myrtle Beach (30 participants)
- December 5th – 8th – Girls National League Soccer Showcase (10,420 Participants / Spectators at game sites)
- December 6th & 7th – Jingle in the Park (4,000 participants)
- December 14th & 15th – North Carolina Football Club Boys Showcase Soccer Tournament (2,790 Participants / Spectators)

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park													
Program Revenue	\$1,805	\$3045	\$1,826	\$2,928	\$3,225	\$7,242	\$16,676	\$8,574	\$690	\$1,141	\$412	\$452	\$4,001
Rental Revenue	\$860	\$1,390	\$2,455	\$1,770	\$2,270	\$3,490	\$2,765	\$2,545	\$1,140	\$1,470	\$1,105	\$1,210	\$1,873
Facility Usage	1,735	2,126	1,691	1,788	1,901	1,694	1,568	2,013	868	985	655	595	1,468
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$22,141	\$8,837	\$5,666	\$4,724	\$2,564	\$5,692	\$8,271
WA Foster Rec Center													
Program Revenue	\$200	\$1,180	\$160	\$205	\$300	\$2,890	\$4,695	\$3,235	\$90	\$40	\$30	\$50	\$1,090
Rental Revenue	\$350	\$1,275	\$350	\$1,100	\$4,600	\$1,600	\$1,200	\$2,830	\$1,180	\$1,200	\$1,135	\$837	\$1,471
Facility Usage	7899	7,848	8,320	7,525	9,663	8,624	7,452	5,007	2,570	5,081	5,526	4,729	6,687
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$32,727	\$18,189	\$9,745	\$10,914	\$10,025	\$11,261	\$15,477
Specialized Recreation													
Program Revenue	---	\$102	\$94	---	---	---	---	\$230	---	---	---	---	\$36
Rental Revenue	---	---	---	---	---	---	---	---	---	---	---	---	---
Facility Usage	413	388	467	348	1,675	277	368	562	365	459	516	150	499
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$1,851	\$2,436	\$1,001	\$2,641	\$4,306	\$590	\$2,138
Senior Programs & Pools													
Program Revenue	\$242	\$264	\$277	\$309	\$2,396	\$6,124	\$7,939	\$2,621	\$2,415	\$309	\$249	\$205	\$1,946
Rental Revenue	---	---	---	---	---	\$550	\$425	\$375	---	---	---	---	\$338
Facility Usage	1,532	1,723	1,674	3,097	2,517	4,920	5,825	3,161	1,283	1,520	1,440	871	2,464
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$20,542	\$13,897	\$2,682	\$1,645	\$1,842	\$2,046	\$7,109
Athletics, Field & Picnic Shelters, BMSC													
Program Revenue	\$5,206	\$3,573	\$8451	\$2,229	\$12,128	\$11,459	\$4,963	\$6,487	\$9,366	\$23,044	\$16,866	\$5,441	\$9,101
Field / Shelter Rental \$	\$1,600	\$150	\$610	\$890	\$1,250	\$1,480	\$1,300	\$795	\$1,755	\$898	\$1,085	\$2,438	\$1,188
Facility Usage	15,250	14,340	13,150	20,470	42,520	27,285	11,372	8,245	17,022	\$29,693	23,738	19,500	20,215
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$13,842	\$8,892	\$19,005	\$54,041	\$26,867	\$34,307	\$26,159
Golf Course													
Revenues	\$43,326	\$22,930	\$28,167	\$52,962	\$55,502	\$65,797	\$68,373	\$49,754	\$52,843	\$60,173	\$20,031	\$35,203	\$46,255
Expenditures	\$33,159	\$44,676	\$47,976	\$41,149	\$41,387	\$71,439	\$43,750	\$60,039	\$44,984	\$39,426	\$30,373	\$35,486	\$44,487
Rounds of Golf	808	1,088	1,741	1,799	2,528	2,812	2,511	2,659	2,316	2,139	985	1,124	1,876
Net	\$10,167	\$21,746	\$19,809	\$11,813	\$14,115	\$5,642	\$24,623	\$10,285	\$7,859	\$20,747	\$10,342	\$203	\$1,775
Special Events													
Sponsorships	\$0	\$0	\$0	\$0	\$0	\$1,450	\$1,990	\$0	\$0	\$0	\$0	\$0	\$166
Participation	0	0	125	3,000	0	180	256	60	40	2680	0	2500	737
Expenditures	---	---	---	---	---	---	\$2,345	---	\$1,305	\$1,538	\$510	\$3,707	\$784
TOTAL REVENUE													
TOTAL REVENUE FOR THE YEAR	\$53,589	\$33,810	\$42,390	\$62,393	\$81,671	\$102,082	\$109,901	\$77,446	\$69,479	\$88,275	\$40,913	\$45,836	\$807,785

****Expenditures include part-time labor cost and facility operational cost but do not include full-time labor cost, loan/bond payments and electricity for the areas with the exception of our Municipal Golf Course. All of these costs are included for our Municipal Golf Course Expenditures.**

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park and W A Foster Centers													
Program Revenue	\$3,906	\$3,821	\$2,091	\$3,153	\$2,899	\$12,306	\$18,807	\$8,450	\$815	\$400	\$0	\$2,497	\$4,929
Rental Revenue	\$1,610	\$1,385	\$4,572	\$3,927	\$2,625	\$2,647	\$3,660	\$4,660	\$2585	\$1195	\$1575	\$2,327	\$2,731
Facility Usage	11,813	10,235	11,470	13,633	10,862	10,576	9,700	9,415	5724	7335	8234	8719	9,810
Specialized Rec. and Senior Citizens, Pools													
Program Revenue	\$191	\$264	\$311	\$231	\$850	\$10,281	\$6,354	\$3,621	\$838.50	\$208	\$1670	\$214	\$2,086
Facility Usage	5,890	2,220	1,616	3,107	3,662	6,369	4,840	2,689	1090	1392	1423	1354	2,971
Athletics and Field Picnic Shelters, MSCX													
Program Revenue	\$1,500	\$2,430	\$1,560	\$195	\$920	\$3,880	\$2,197	\$2,960	\$0	\$3,690	\$2091	\$1,840	\$1,939
Field/Shelter Rental	\$0	\$60	\$0	\$1,165	\$1,250	\$1,480	\$1,120	\$1,310	\$1410	\$610	\$200	\$0	\$717
Facility Usage	3,459	9,382	3,605	5,315	9,725	4,867	7,890	9100	13,275	26,225	18645	10052	10,128
Golf Course													
Revenues	\$44,090	\$30,092	\$30,483	\$64,936	\$38,070	\$47,941	\$58,197	\$36,486	\$29,770	\$56,828	\$19,518	\$12,515	\$39,077
Expenditures	\$44,811	\$60,293	\$49,545	\$56,766	\$103,701	\$56,726	\$61,129	\$74,147	\$241,017	\$45,259	\$39,270	\$209,995	\$86,888
Special Events													
Sponsorships	\$1,500	\$0	\$	\$200	\$225	\$200	\$1,012	\$0	\$32,100	\$2000	\$42	\$1000	\$3,480
Attendance	0	0	2,000	215	50	215	315	160	12,662	1700	375	4650	1862
TOTAL REVENUE	\$52,797	\$38,052	\$39,017	\$73,807	\$46,839	\$78,735	\$91,347	\$57,488	\$67,519	\$64,931	\$25,097	\$20,395	\$54,669
TOTAL REVENUE FOR THE YEAR													\$656,024

Travel and Tourism

December 2019

Prepared By: Ashlin Glatthar, Amber Herring and Josie Jenkins

Date Prepared: 1/14/20

- Inquiries were fulfilled for the month of December by the TTO—379 inquiries, 76 incoming phone calls, and 50 visitors to the office.
- Total hotel revenue generated in November was \$1,765,692, which is down 8.5% YOY. December revenue not yet released.
- For the month, TTO Facebook page had 40 new page likes. Instagram page has 55 new followers. Twitter page gained 15 new followers.
- TTO held conference call with the Friends of the Mountains to Sea Trail organization. They agreed to let us work with their trails development expert to help us determine next steps for our land route. TTO is organizing a workshop between the MST and the city's departments, such as Planning, Parks & Rec, and Tourism.
- TTO has been notified that Goldsboro-Wayne County awarded the Top 20 Event for April 2020 for the NC Pickle Festival by Southeast Tourism Society.
- TTO created a survey to send out to all tourism partners in Goldsboro-Wayne County to better understand how the department can be a better resource and provide opportunities for partners to optimize their marketing efforts.
- TTO attended the AENC (Association of Executive in North Carolina) Tradeshow in partnership with the Maxwell Center. The tradeshow was in Raleigh and the purpose was to promote Goldsboro-Wayne County as a premier meeting destination to event planners looking for venue locations for upcoming meetings. TTO met with 60 event planners and secured 150 new contacts.
- TTO met with the local hoteliers to discuss upcoming events that affect market demand.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2019-20	\$82,004	\$88,424	\$92,348	\$85,480	\$81,911	\$72,631	\$	\$	\$	\$	\$	\$	\$425,866	\$70,978
2018-19	\$76,448	\$71,981	\$72,429	\$89,311	\$85,534	\$49,108	\$104,633	\$73,949	\$59,855	\$98,520	\$86,921	\$141,913	\$1,010,602	\$84,217
2017-18	\$81,794	\$70,849	\$71,323	\$66,920	\$68,268	\$60,726	\$43,748	\$51,800	\$53,393	\$68,272	\$69,725	\$78,449	\$785,269	\$65,439

* Tourism is also working with Finance to redesign the financial report to reflect true operating expense and income figures for the department.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JANUARY 21, 2020 COUNCIL MEETING

SUBJECT: Advisory Board and Commission Appointments

BACKGROUND: 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 in an effort to fill these vacancies.

DISCUSSION: 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 December 16, 2019 and January 6, 2020, to review vacancies and applications received to fill the current vacancies. With these appointments, one vacancy on the Goldsboro Municipal Golf Course Committee and one vacancy on the Local Firefighters Relief Fund Board of Trustees remain.

RECOMMENDATION: By motion, Council adopt the attached Resolution appointing members to various Advisory Boards and Commissions in the City of Goldsboro.

Date: _____

Melissa Capps, City Clerk

Date: _____

Tim Salmon, City Manager

RESOLUTION NO. 2020- _____

RESOLUTION APPOINTING MEMBERS TO
ADVISORY BOARDS AND COMMISSIONS

WHEREAS, continued involvement of citizens is vital to the performance of City government; and

WHEREAS, the terms of several members on the City's Advisory Boards and Commissions have expired or been vacated due to members moving or resigning; and

WHEREAS, the following distinguished citizens have expressed a desire to serve upon the indicated Board or Commission;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina, that:

1. The following individuals be and are hereby appointed to the specified Boards and Commissions. The terms of the appointees shall expire on the dates indicated:

Commission on Community Relations and Development

First Term Appointees

Amy Bauer	Term Expires	12-31-22
Chretien Dumond	Term Expires	12-31-22

Filling an Unexpired Term

Stephen McFarland	Term Expires	12-31-20
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Second Term Appointee

Tara Humphries	Term Expires	12-31-22
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Historic District Commission

First Term Appointees

Robert Pinder	Term Expires	12-31-22
Beverly Weeks	Term Expires	12-31-22
Terry Cottle	Term Expires	12-31-22
Crystal Steadman (Alternate)	Term Expires	12-31-22

Goldsboro Planning Commission

First Term Appointee

Jay Bauer	Term Expires	12-31-22
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2. This Resolution shall be in full force and effect from and after this 21st day of January, 2020.

Mayor Pro Tem

Attested by:

City Clerk