



AGENDA
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF GOLDSBORO
COUNCIL CHAMBERS – CITY HALL – 214 N. CENTER STREET
OCTOBER 1, 2018



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

I. ADOPTION OF THE AGENDA

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

- a. Naming of Former WA Foster Center (City Manager's Office)
- b. Former WA Foster Center Committee Discussion (Mayor)

NEW BUSINESS

- c. Cherry Hospital Overview (Dale Armstrong, Cherry Hospital CEO)
- d. Goldsboro Municipal Golf Course Committee Report (Byron Ash, Secretary)

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

Invocation (Archbishop Anthony Slater, Tehillah Church Ministries)

Pledge to the Flag

IV. ROLL CALL

V. APPROVAL OF MINUTES (*Motion/Second)

- A.1 Minutes of the Work Session and Regular Meeting of August 20, 2018
- A.2 Minutes of the Work Session and Regular Meeting of September 4, 2018

VI. PRESENTATIONS

- B. Resolution Expressing Appreciation for Services Rendered by Ronnie Barnes as an Employee of the City of Goldsboro for More Than 20 Years (*Motion/Second)

VII. PUBLIC HEARINGS

- C. Contiguous Annexation Request – The Three J's – North side of US 70 East between North Oak Forest Road and East Ash Street Extension (9.74 Acres) (*Motion/Second)

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

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

- D. S-1-18 FLO-D, LLC (Preliminary Subdivision Plat) (Planning)
- E. S-3-17 Sasser Home Builders, Inc. (Cypress Ridge Subdivision; Preliminary Plat, Section 2) (Planning)
- F. S-7-87 Linwood and Rhonda Underhill (Briarheath Subdivision; Revision of Lot 50 of Section 1) (Planning)
- G. Professional Engineering Services for Water System Improvements - Amendment No. 1 (Engineering)
- H. Professional Engineering Services for Wastewater System Improvements- Amendment No. 1 (Engineering)
- I. Budget Amendment – Contracting for Executive Search Services for the position of City Manager (Finance)
- J. Formal Bid #2018-003 Award for Police and Fire Department Expansion & Renovations to Fire Station #4 (Finance)
- K. Establishing the Capital Projects Fund Ordinance and Budget Amendment – Police/Fire Expansion (Finance)
- L. Amending Water And Sewer Rate Structure (Finance)
- M. Elevate Kidz Fall Fest -- Temporary Street Closing Request (Police)
- N. United Way of Wayne County – 28th Annual Taste of Wayne Event – Temporary Street Closing Request (Police)
- O. Departmental Monthly Reports

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

XI. CITY MANAGER'S REPORT

XII. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS

- P. Resolution Expressing Appreciation for Services Rendered by Robert T. Smith as an Employee of the City of Goldsboro for More Than 28 Years (**Motion/Second*)
- Q. Resolution Expressing Appreciation For Services Rendered by Earl McIntyre as an Employee of the City of Goldsboro for More Than 13 Years (**Motion/Second*)

XIII. CLOSED SESSION

XIV. ADJOURN

MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD
AUGUST 20, 2018

WORK SESSION

The Mayor and Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on August 20, 2018 with attendance as follows:

Present:

- Mayor Chuck Allen, Presiding
- Mayor Pro Tem David Ham
- Councilmember Antonio Williams (arrived at 5:04 p.m.)
- Councilmember Bill Broadaway
- Councilmember Mark Stevens
- Councilmember Bevan Foster
- Councilmember Gene Aycock
- Ron Lawrence, Attorney
- Scott Stevens, City Manager
- Melissa Corser, City Clerk
- LaToya Henry, Public Information Officer
- Jennifer Collins, Interim Planning Director
- Kaye Scott, Finance Director
- Mike West, Police Chief
- Patrick Lechner, Building Maintenance Superintendent
- Scott Barnard, P&R Director
- Felicia Brown, Assistant P&R Director
- Mike Wagner, Deputy Public Works Director – Utilities
- Bobby Croom, City Traffic Engineer
- Joe Dixon, Fire Chief
- Christie Langley, Administrative Assistant III
- Shycole Simpson-Carter, Community Relations Director
- Allen Anderson, Chief Building Inspector
- Marty Anderson, City Engineer
- Julie Metz, DGDC Director
- Scott Satterfield, Business & Property Development Specialist
- Joey Pitchford, Goldsboro News-Argus
- Ken Conners, News Director-Curtis Media Group East
- Carl Martin, Citizen
- Lonnie Casey, Citizen
- Shirley Edwards, Citizen
- Yvonnia Moore, Citizen
- Amy Bauer, Citizen
- Jay Bauer, Citizen
- Kriquette Davis, YMCA
- Zach Lily, Citizen
- Sylvia Barnes, Citizen (arrived at 5:07 p.m.)
- Ravonda Jacobs, Citizen (arrived at 5:34 p.m.)

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

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

Sidewalk Fee in Lieu Discussion. Ms. Jennifer Collins presented the following information:

- Currently \$15/LF for new development
- FY 16-17 - \$4,740.00
- Recommend Increase to \$20/LF based off current NCDOT estimates
- FY 16-17 increase of \$1,580.00 = \$6,320.00

Council discussed and consensus was to increase the fee in lieu to \$20/LF.

Ms. Collins shared previously Council discussed and approved to install sidewalks along Grantham Street near the bakery. This past Tuesday staff met with NCDOT about the bridge replacement over the railroad on Grantham Street (adjacent to bakery), the project has a construction let date of FY 2020 and in discussion with NCDOT at that meeting, the option of a road diet for the bridge was discussed. The project limits would include from the bridge to George Street. This would take the existing 4 lane section it is today and reduce to 3 lanes (2 travel lanes with a center turn lane) and would allow for sidewalks on both sides of Grantham Street. There would be a 70/30 cost share for the installation of sidewalk. It is staff's recommendation to do the 70/30 cost share so we can accommodate sidewalks on both sides of Grantham Street. Council agreed with staff's recommendation and discussed where to use the money previously appropriated for that section of sidewalk.

Councilmember Broadaway made a motion to install sidewalks on Spence Avenue from Royall Avenue to Mall Road. The motion was seconded by Councilmember Aycock. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Broadaway, Stevens, and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

Council asked staff gather cost estimates for installation of sidewalks for portions of George Street and Herman Street.

Responsible Demolition in the City of Goldsboro – Councilmember Foster.

Councilmember Foster shared the contractor who has been handling the city's demolition work was fined by the state for illegal dumping. Councilmember Foster recommended the city not use this contractor in the future.

Mr. Anderson suggested adding a requirement to the RFQ to show dumping tickets prior to being paid.

Mr. Stevens shared information regarding bid requirements.

Council discussed. Councilmember Broadaway made a motion to add to the RFQ that the contractor must show dump tickets prior to getting paid. Councilmember Stevens seconded the motion. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Broadaway, Stevens and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

Golf Course Budget – Councilmember Foster. Councilmember Foster shared concerns regarding losses incurred by the golf course. He asked that the audits for 2009-2014 be added to the city's website.

Upon motion of Councilmember Foster, seconded by Councilmember Williams and unanimously carried, Council requested staff add 2009-2014 audits to the City's website.

Councilmember Foster stated the golf course has incurred as much as \$1.7 million in losses over the years and we need to fix that, as the area around the golf course has some of the worst poverty.

Council discussed staffing, number of members, budget and audited numbers for the golf course.

Summer Feeding Program – Councilmember Foster. Councilmember Foster shared he emailed Ms. Dana Ellis at the food bank. He stated he wanted to make sure it is just not her opinion that we are in compliance and to ask our attorney if he has looked at the federal regulations. Mr. Lawrence asked if Councilmember Foster if he had received his email last week. Councilmember Foster stated he did. Mr. Lawrence stated in the first paragraph I stated, I am confident, never a guarantee though, that we are in compliance having reviewed 7CFR225, the federal regulations that govern the summer feeding program.

Councilmember Foster stated he has contacted the federal government and again he would ask our city attorney to be sure we really, really are in compliance.

Mr. Lawrence stated he felt Councilmember Foster may be skipping a step though, the USDA administers the program through the Food Bank of Eastern North Carolina. The Food Bank of Eastern North Carolina is the one that qualifies or does not qualify sites. The question really is, is the Food Bank of Eastern North Carolina is in compliance with federal law.

Councilmember Foster stated he is not questioning the site, what I am questioning is once we put it in our advertisement for summer camp, if we are providing a meal, that is a paid summer camp, there is no application for assistance, I question whether we are doing it legally, maybe we are. I would like to have a feeding site closer to my district.

Mr. Lawrence stated I think we are still in compliance otherwise, as well.

Technology and the Future of Goldsboro and Social and Financial Economics in Goldsboro – Councilmember Stevens. Councilmember Stevens asked his requested discussion items be moved to the first meeting in September.

Summer Youth Employment 2019 – Councilmember Williams. Councilmember Williams shared information regarding opportunity youths. He asked Council to approve more funding for the summer youth program. He stated the program should be growing every year.

Councilmember Williams requested a board be created with members from each district that would go out and would partner with businesses, these businesses would help by creating jobs for the youth. He stated he would like to see statistics on how this program has helped.

Councilmember Broadway stated he would like to hear the after action report for 2018.

Historical Commission Discussion – Councilmember Williams. Councilmember Williams stated he is the ex-officio for the Historic District Commission and has attended several meetings. There has been some unethical behavior and it has turned into a toxic setting. Councilmember Williams shared concerns regarding the chairman and his actions during recent meetings. Councilmember Williams read an email from a member of the commission, Ms. Ravonda Jacobs. Councilmember Williams played an excerpt from the last Historic District Commission meeting.

Councilmember Stevens asked if that was the entire recording, because he had heard the recording. He stated it seemed the board was at odds.

Mayor Allen shared after the meeting it was brought to his attention, he listened to the tapes and in the meantime, Mr. Lily requested to meet with me and he invited Mr. Jay Bauer and Councilmember Stevens. I ask Mr. Jennifer Collins and Mr. Ron Lawrence to be in the meeting. Mayor Allen stated he did ask Ms. Collins to bring someone in from the State Historic District Commission to brief the commission on what its purpose is, what members are supposed to do. Mayor Allen shared what he told Mr. Lily, that he felt it was a mistake to call a board member out in public, that Mr. Lily chastised Ms. Jacobs for coming to Council, but that it is anyone's right to come to Council, and I told him I felt like he did attack Ms. Jacobs inappropriately during the meeting and I felt he owed her and the commission an apology.

Councilmember Aycock commended Ms. Jacobs on keeping her composure.

Councilmember Stevens made a motion to remove all members. The motion did not receive a second.

Councilmember Williams stated he would like an investigation of the chairman.

Councilmember Foster made a motion to remove Mr. Zachery Lily from the Historic Board Commission. The motion was seconded by Councilmember Williams. Councilmembers Foster and Williams voted in favor of the motion. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Broadaway, Stevens and Aycock voted against the motion. Mayor Allen stated the motion failed 2:5.

Mayor Allen stated he felt Council should give the Historic District Commission an opportunity to resolve the conflict. He stated he felt the Commission should look at removing Mr. Lily as Chairman, or Mr. Lily should resign.

Councilmember Broadaway made a motion to add a brief description with an item being requested to be added to the agenda by a fellow councilmember in order to allow the other members to be prepared to discuss the requested item. Councilmember Stevens seconded the motion. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Broadaway, Stevens and Aycock voted in favor of the motion. Councilmember Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

NLC City Summit Conference Discussion. Mayor Allen shared information regarding the upcoming NLC City Summit Conference to be held in Los Angeles, California. Mayor Allen shared the estimated cost to attend would be about \$3,000 per member and we have about \$15,000 in our travel budget. Council discussed budgeted travel expenses and past travel.

Councilmember Foster suggested a \$2,000 limit. Council consensus was reached at a \$2,000 limit.

City Hall Maintenance. Mr. Allen Anderson presented the following information:

Carpet Replacement – City Hall Annex

- Original Carpet installed in 2005 (13 years old)
- Area #1 Goldsboro City Hall, Lobby,
Hallways and Conference
Room 1st and 2nd Floor
(Excluding City Manager’s Office)

ABBEY Carpet: \$12,823.87
Premiere Carpets: \$19,460.53
Johnson One Carpet Floor & Home: \$20,468.66
- Area #2 Goldsboro City Hall
Whole Building 1st and 2nd Floor
(Excluding City Manager’s Office)
ABBEY Carpet: \$61,086.53
Premiere Carpets: \$50,278.44
Johnson One Carpet Floor & Home: \$61,205.39

Mr. Anderson sated staff would recommend Council consider replacing the carpet in area #1 with ABBEY Carpet at an estimated cost of \$12823.87. Council consensus was reached and Council agreed staff could move forward.

Mr. Patrick Lechner presented the following information:

City Hall Columns & Water Fountain Restoration

214 N. Center Street Historic City Hall
Columns and Side Wall Restoration

- Over 12 yrs. since last repair
 - 2005 when the City Hall Annex was built
- Badly cracking
 - Continually getting worse
 - Allowing water into columns
- A main focal point

- Lights up downtown
- Public announcements/Events
- DGDC's "Say yes!"

Recommended Restoration & Repairs for City Hall

Scope of Work

- All columns and a portion of side wall will be scraped and cleaned down to original surfaces.
- Cracks will be repaired.
- Flexible mesh will be applied to prevent future cracking.
- Columns and side walls will be waterproofed and color matched to existing color and texture

Timeframe

- Start date
 - Late September
- Completion
 - Before lights up Nov. 20th
 - Will confirm with contractor

Cost

\$17,000 - \$22,000

Water Fountain Restoration & Repair

- Over 12 yrs. since installation
 - Fountain was installed in 2005 when City Hall Annex was built
- Badly cracking and leaking around outer base
 - Water is beginning to seep through sides and staining
- Another focal point and a popular portrait location
 - Proms
 - DGDC's "Say yes!"

Items to be Replaced

- Blossom Jet
- Diffusion Plate Access panel
- Diffusion Plate For Blossom Jet
- Crystal Bowl & Pedestal
- Wire Strapping
- 48" Foundation
- Two Foundation Tops
- Two Foundation Access Panels
- Three Floor Plates

Recommended Restoration & Repairs for Water Fountain

Scope of Work

- Drain fountain
- Wash and clean
- Install new parts

Timeframe

- Start date
 - First of Spring next year
 - Give time for material to acclimate

Cost

\$6,100

Councilmember Foster asked if these costs for repairs were included in the budget. Mr. Stevens replied no sir we would come back to Council with a budget amendment.

Councilmember Broadway made a motion to approve the needed repairs to City Hall and the fountain. Councilmember Stevens seconded the motion. Mayor Allen, Mayor

Pro Tem Ham, Councilmembers Broadway, Stevens and Aycock voted in favor of the motion. Councilmember Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

Council also discussed areas maintained/mowed by DOT and possibly taking over those areas and seeking reimbursement.

Items g. Fire Department Reorganization and h. 2018-19 Public Art Recommendations was deferred until a later time to allow time to review the consent agenda.

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

Item M. Authorization of Agreement for District 6 Park Master Plan. Councilmember Williams shared information regarding Vision 35. Mayor Allen suggested staff work to see if they can get the price reduced to \$10,000.

Upon motion of Councilmember Aycock, seconded by Councilmember Stevens and unanimously carried, Council removed Item M. Authorization of Agreement for District 6 Park Master Plan from the Consent Agenda.

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

CITY COUNCIL MEETING

The Mayor and Council of the City of Goldsboro, North Carolina, met in regular session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on August 20, 2018 with attendance as follows:

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

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

Pastor DJ Coles with Seymour Johnson Air Force Base Chapel provided the invocation. The Pledge to the Flag followed.

2018-19 Public Art Recommendations. Ms. Julie Thompson reviewed the following information:

Background

- Center Street Design and Roundabouts
- Options
 - Purchase Art
 - Lease Art
 - Selection Process
- April Applications for 2018-19 PASC Members: 11 Responses
- Public Art Steering Committee – Members Include
 - Allison Platt, Project Designer
 - Lilian Danieli, Downtown Business Owner
 - Eric Schreffler, Local Artist
 - Randy Wright, Local Artist
 - Randy Guthrie, Assistant City Manager
 - Scott Stevens, City Manager
 - Jennifer Collins, City Planner/Historic District Rep.
 - Wendy Walker, Arts Council Director
 - Julie Metz, Downtown Director

- Catherine Eagles
- Amber Herring
- Thomas Foye
- Ken Gerrard
- Allison-Tyne Otto
- Stephanie Morris
- Mathew Figueras
- 61 Pieces Reviewed
- Shortlisted to 10
- Public 7/25 to 8/17
- Selections: Center Street Roundabouts
 - Telos
 - Universal Inseparability
 - Iliana
 - Lithic
- John Street Parking Lot Entrance
 - Popsicles
 - Piscis
 - For No Apparent Reason
- Selections: Center Median
 - Trapeze
 - Aria
 - Hyperbolic Space
- Public Comments: 303 Responses
- Public/PASC Recommendation
 - Iliama
 - Universal Inseparability
 - For No Apparent Reason
 - Popsicles

Council agreed staff could proceed.

Ms. Metz shared the Art Installation Ceremony is scheduled for Friday, October 12, 2018 at Noon at the front of City Hall.

Consent Agenda Review. Items P-U on the Consent Agenda were reviewed.

Approval of the Minutes. Councilmember Aycock made a motion to approve the Work Session and Regular Meeting Minutes of August 6, 2018 as submitted. Councilmember Stevens seconded the motion. Mayor Allen, Mayor Pro Tem Ham, Councilmember Williams, Broadaway, Stevens and Aycock voted in favor of the motion. Councilmember Foster voted against the motion. Mayor Allen stated the motion passed 6:1.

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

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

Mayor Allen presented an award to the following employees for going above and beyond:

- Darren Goroski – IT Department

SJAFB Remembrance Week. Tsgt. Mitchell Martinez and Tsgt. Floyd Adams stated they were representing Seymour Johnson Air Force Base and shared information regarding upcoming events the third week of September for POW/MIA Remembrance Week.

Mayor Allen stated we appreciate what you for our City and our Country.

Opioid Use Disorder Awareness Week – Proclamation. Mayor Allen proclaimed the first week of September as “OPIOID USE DISORDER AWARENESS WEEK” in the City of Goldsboro and call upon our community to observe this week to gain insight, to foster commitment, and to promote the call for “Remembrance, Hope, and Action.”

Mayor Allen presented a framed copy of the Resolution to the Coalition for Addiction and Life Management.

Mr. Dustin Pittman, Chairman of the Coalition for Addiction and Life Management, shared information regarding the Coalition.

Resolution Expressing Appreciation for Services Rendered by James Dortch as an Employee of the City of Goldsboro for More Than 19 Years. Resolution Adopted. James Dortch retires on September 1, 2018 as a Heavy Equipment Operator with the Parks and Recreation Department of the City of Goldsboro with more than 19 years of service. James already had 19 years of experience prior to the City of Goldsboro taking over operations of the Municipal Golf Course. James began his career with the City of Goldsboro on March 24, 1999 as a Heavy Equipment Operator with the Parks and Recreation Department where he has served until his retirement. James 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 James Dortch their deep appreciation and gratitude for the service rendered by him to the City over the years. We express our deep appreciation and gratitude for the dedicated service rendered during James’s tenure with the City of Goldsboro. We offer James our very best wishes for success, happiness, prosperity and good health in his future endeavors.

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

RESOLUTION NO. 2018-49 “RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY JAMES DORTCH AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 19 YEARS”

McKenzie Hinson – Active Shooter First-Aid Kits. Miss Kenzie Hinson shared information with Council regarding an initiative to get Active Shooter First-Aid Kits in schools and other public spaces.

Mayor Allen thanked Miss Hinson for all she does for the community.

CU-8-18 Coastal Transport, Inc. – Southwest corner of South George Street and Hemlock Street. Public Hearing Held. The applicant requests a Conditional Use Permit to allow the operation of an outdoor/indoor flea market within the I-2 General Industry District. Flea markets (both indoor and outdoor) are a permitted use with the issuance of a Conditional Use Permit within the I-2 zone.

Frontage: 250 ft. (South George Street)
660 ft. (Hemlock Street)
Area: 3.8 Acres
Zoning: I-2 General Industry

The site was most recently occupied by offices for the applicant who now plans to rent the space.

There is a 5,700 sq. ft. building on the site which will be utilized as a retail store or flea market.

Hours of operation for the retail store would be from 10:00 a. m. to 7:00 p. m., Monday through Saturday.

On Friday, Saturday and Sunday the applicant proposes to have a grassed area immediately north of the building available for rent to outside vendors.

A total of 30 parking spaces are required for the site. There is space available for up to 33 parking spaces if additional paved area is striped.

Two driveways exist along South George Street to provide access to the site. An additional driveway extends from Hemlock Street.

While there are existing shrubs and trees provided randomly on the site, the applicant has requested a modification of the 5 ft. wide screening requirement between adjacent businesses as well as interior landscaping.

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

No action necessary. Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

CU-9-18 Bradley Tew – South side of US 70 East between North Oak Forest Road and East Ash Street Extension (Place of Entertainment with No ABC Permits-Indoor Batting Cages). Public Hearing Held. Applicant requests a Conditional Use Permit to allow the operation of indoor batting cages for the purposes of training and skill development.

The property is zoned General Business. Indoor batting cages are classified as a place of entertainment. The use is permitted only after the issuance of a Conditional Use Permit approved by City Council.

Frontage: 555 ft. (Commercial Dr.)
Area: 74,048 sq. ft., or 1.73 acres

In 2012, the site was approved for use as a storage facility operated by Mission Foods. Mission Foods relocated to Wayne County's Industrial Park and since that time the facility has remained vacant.

There is an existing 15,000 sq. ft. building on the site. The applicant's submitted floor plan shows 8 batting cages, an office, retail space, storage areas and two restrooms.

Days/hours of Operation: Monday-Friday: 5-9pm
Saturday-Sunday: Noon-9pm

Employees: 1

The site will be served by two existing driveways from Corporate Drive. Based on two spaces per batting cage and one space per 100 ft. of spectator area, a total of 25 parking spaces are required. There are 47 existing paved parking spaces including two which are handicap accessible.

Existing vegetation is sufficient to meet the intent of the City's landscape ordinance. A modification of a Type A, 5 ft. wide landscape buffer yard is necessary along the southern property line since there is no room to install the required plantings.

Seymour Johnson Air Force Base has been notified of the applicant's intent to operate a place of entertainment since the proposed site is located within the Noise Overlay

Contour of 65-69 decibels. Noise attenuation measures may have to be incorporated into the building design if significant building improvements are proposed for interior components of the facility.

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

No action necessary. The Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

Z-11-18 The Three J's – North Side of US 70 East between North Oak Forest Road and East Ash Street Extension (SC to GBCD). Public Hearing Held. Applicant requests a zoning change from Shopping Center to General Business Conditional District which would limit the use of the property to a car dealership including the accessory uses of used car sales, leasing, service and repair.

Site, landscape and building elevation plans have been submitted and are to be approved separately.

Frontage: 275 ft. (McLain Street)
Tract One: 6.964 acres
Tract Two: 2.772 acres

Surrounding Zoning: North: Industrial Business Park;
South: Shopping Center & GB
East: Industrial Business Park
West: General Industry/R-16 and General Business

The site is located outside the city limits. Applicant has submitted a petition for contiguous annexation of the subject property.

The property is currently vacant farmland.

A car dealership is proposed as detailed in the submitted development plans.

The City's Comprehensive Land Use Plan recommends commercial development for the property.

The applicant has submitted development plans for a new KIA automobile dealership on Tract One. The site plan indicates the construction of a 20,193 sq. ft. facility consisting of office spaces, vehicle display areas and service areas. A total of 447 parking spaces have been provided to include 5 customer spaces and 2 handicap accessible parking spaces.

Hours of operation: Monday thru Saturday 8:00am to 8:00pm.
Employees: Approximately 25

The property can be served by City sewer and the developer will be required to extend water lines to the site. A small strip of land traversing the property along Richland Creek is located within a Special Flood Hazard Area. Stormwater calculations, grading and drainage plans will be required and subject to approval by City Engineering before construction permits are released.

Access will be provided by a new curb cut along McLain Street and driveway permits are subject to NCDOT review. Interconnectivity has been shown along the northern property line approximately 200 ft. from McLain Street adjacent to vehicular display areas. A proposed access easement is shown along the rear of Tract One which will allow for one future driveway at the rear.

Building elevation plans have not been submitted, however, staff is working with applicant to ensure building design standards are compliant with the City's Unified Development Code.

Interior sidewalks have been provided for pedestrian access into the building. Exterior sidewalks are required for the site along McClain Street. Applicant will be required to install sidewalks or pay the fee in lieu of exterior sidewalk installation in the amount of \$4,125.

Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City’s commercial lighting ordinance.

Dumpsters and HVAC units: Commercial garbage dumpsters and exterior HVAC units have not been identified on the site plan. Staff will work with applicant to ensure that each are properly screened from public view.

The submitted site plan indicates an 8 ft. street yard for the planting of 10 Maple trees along the 60 ft. access easement located along the eastern property line.

The applicant is requesting the following landscaping modifications:

- 1) Modification of interior landscaping.
- 2) Modification of the requirement that rows of parking spaces exceeding 15 shall be visually divided by a parking lot landscape island.
- 3) Modification that all parking spaces shall be located within 60 ft. of a parking lot tree.
- 4) Modification of required landscape screening surrounding proposed retention ponds.
- 5) Modification of street trees along McLain Street and the 60 ft. wide easement along the southern property line.

The zoning change to General Business would be consistent with the City’s Comprehensive Land Use Plan, which recommends commercial development for the property.

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

No action necessary. The Planning Commission will have a recommendation for the Council’s meeting on September 4, 2018.

Z-12-18 Goldsboro Housing Authority – South side of Edgerton Street between Claiborne Street and Taylor Street (R-9 Residential to O&I-1 CD for Day Care Center). Public Hearing Held. The applicant requests the zoning change in order to allow the development and operation of a day care center to serve residents of Fairview Homes.

Frontage: 130 ft. (approx.)
Depth: 190 ft. (approx.)
Area: 0.58 acres (approx.)

Surrounding Zoning Districts:	North: R-9 Residential
	South: R-9 Residential
	East: R-9 Residential
	West: R-9 Residential

The building on the site is currently used as community and office space for the Goldsboro Housing Authority.

The Housing Authority wishes to convert a portion of the existing space into a day care center associated with Head Start and Early Head Start with the target user being residents of Fairview Homes. The Conditional District designation would limit the use of the property to a day care center and site plan approval would be required separately.

The City’s adopted Land Use Plan designates this property for High Density Residential development.

The property is served by City water and sanitary sewer lines and is not located within a Special Flood Hazard Area.

There is a 5,200 sq. ft. building on the property. Two existing multi-purpose rooms will be converted to the day care center. An area to the rear will be enclosed with a 6 ft. tall black vinyl fence. This space will be divided to provide for each program with the required play area per child. The center will have to comply with all State and Federal laws that pertain to health, safety and welfare of the children served.

Children to be Served: 26
Employees: 4

Hours of operation: Monday – Friday
9am – 3pm

Currently there are no paved areas on site for parking. The applicant contends that services at the daycare are primarily for residents of Fairview Homes. The applicant is requesting modifications of loading/unloading areas and parking requirements and request shared parking with the City of Goldsboro for the four required employee spaces at Fairview Park directly across from the proposed daycare.

The Housing Authority has been upgrading the existing landscaping at the front of the site and there are existing shrubs along a majority of the eastern property line. There is no space to provide plant material on the western side as the building extends to the property line. A modification of the landscape requirements per the Unified Development Ordinance is being requested due to existing site conditions.

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

No action necessary. Planning Commission will have a recommendation for the Council’s meeting on September 4, 2018.

Z-13-18 Arnold Flowers – North side of Arrington Bridge Road between Casey Mill Road and Bill Lane Boulevard (R-9 and RM-NC to I-2 CD Industrial). Public Hearing Held. Public Hearing Held. The applicant requests a zoning change to I-2 General Industry Conditional District to limit the use of the property to a log fumigation operation.

Frontage: 420 ft.
Depth: 600 ft. (approx.)
Area: 17.3 acres

Surrounding Zoning: North: R-20A Residential
South: R-20A Residential
East: R-20A Residential
West: R-20A Residential

The property is currently wooded and vacant.

The applicant has requested a zoning change to I-2 Conditional District in order to limit the use of the property to a log fumigation operation. The applicant has requested a waiver of the site plan requirement at time of rezoning. If the rezoning is approved, full development plans would have to be approved prior to issuance of any building permits.

The City’s Adopted Land Use Plan recommends a combination of Rural Residential and Agricultural uses for the property.

City water and sewer is not available to the property. The property is located within the Floodway.

In conjunction with his logging operation, the applicant wishes to utilize the property as an area where truckloads of logs can be fumigated prior to shipping. No permanent building will be erected on the site and the use will operate on an occasional basis as necessary.

Officials at Seymour Johnson Air Force Base were contacted for their comments regarding this proposal. They have indicated the following information:

The majority of the subject property falls within the 70-74 day-night average sound level (DNL) noise zone and a small portion falls within the 65-69 DNL noise zone. According to the AICUZ report, the land use associated with the proposed operation is compatible in both noise zones with no buildings proposed. If any sort of structure is proposed in the future within the 70-74 noise zone, measures would have to be taken to achieve a noise reduction of 25 decibels in the design and structure of the portions of the building where the public is received or other noise sensitive areas.

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

- 1. Sam Farrell asked questions concerning the gas used to fumigate and security.

Ms. Collins stated according to the applicant, the gas used to fumigate would be contained within the containers that the wood is stored in.

- 2. Arnold Flowers, applicant, shared information regarding the company and EPA permitting process.

Councilmember Williams asked if chemicals would be stored on the property. Mr. Flowers shared no chemicals would be stored on the property, a truck comes in to fumigate.

Councilmember Foster asked how close the company to his house where it is now. Mr. Flowers stated approximately 1,000 ft. EPA requires at least 400 ft. from residences.

No one else spoke and the public hearing was closed.

No action necessary. Planning Commission will have a recommendation for the Council’s meeting on September 4, 2018.

Z-14-18 Shirley Edwards – South side of A Street between Seaboard Street and North Center Street (R-9 to RM-9CD). Public Hearing Held. The applicant requests rezoning from R-9 Residential to RM-9 Conditional District to limit the use of the property to the placement of one manufactured (mobile) home on the property. A site plan detailing the layout on the lot will have to be approved separately.

Frontage: 32.34 ft.
Depth: 114 ft.
Area: 3,687 sq. ft. or 0.08 Acres

Surrounding Zoning: North: I-2 Industrial (Across US 117)
South: R-6 Residential
East: R-6 Residential
West: R-6 Residential

The property contains a single-family residential unit which was recently burned.

The applicant proposes placement of one manufactured home on the site.

The City's adopted Land Use Plan designates this property for high-density residential development.

City water and sanitary sewer lines are available to serve the property which is not located within a Special Flood Hazard Area.

Although there are currently no manufactured homes in the area, the applicant contends that there had been a double-wide mobile home immediately to the west which has been removed.

The applicant investigated options regarding replacing the burned house on the property. The cost to construct a new stick-built house on the site would exceed \$100,000. Replacement with a modular unit would cost over \$75,000 and the applicant does not believe that cost would be supported given existing homes and lot sizes in the area.

The RM-9 zoning district would require masonry underpinning, pitched roof and horizontal siding. It will be required to have working windows and no rust and have the appearance of a site-built home.

The City's UDO also requires that manufactured homes be placed parallel to the front property line. Due to the 32 ft. lot width, such placement would not be possible. The applicant has requested a modification of this requirement.

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

No action necessary. Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

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

1. Ravonda Jacobs shared concerns regarding the events that occurred during the 5:00 p.m. Work Session concerning the Historic District Commission. She asked for a Special Meeting to investigate the Historic District Commission Chairman.

Councilmember Williams apologized for what happened.

Councilmember Williams stated I would like to make a motion to investigate this historical chairman in regards to his actions; listen to the recordings, follow-up with emails, anyone who has contact with him as well. Councilmember Foster seconded the motion.

Councilmember Aycock stated I would like to amend it if I could, to include investigating the Historic Committee period, listen to back tapes and hear the trends of things that happened.

Councilmember Williams stated I have no problem with that sir.

Councilmember Foster seconded the amended motion.

Mayor Allen called for a vote. Mayor Allen stated the motion carried.

Mayor Allen asked who is supposed to investigate.

Councilmember Williams stated of course it is the city attorney's job to handle that.

2. Zachery Lily apologized to Council, the community, the Historic District Commission and to Ms. Ravonda Jacobs for raising his voice during the Historic District Commission meeting. Mr. Lily stated Councilmember Williams attempted to hold a vote over him.
3. Yvonnia Moore shared concerns regarding the Historic District Commission meeting from July 2017. Ms. Moore shared emails from Historic District Commission members. Ms. Moore stated the Council knows Mr. Lily and most of the Historic District Commission is Mr. Lily's friends. She stated Council is supporting Mr. Lily because they do not want him to expose them.

Councilmember Aycock stated he resents what was said, he does not know Mr. Lily. Ms. Moore stated let me clarify, she pointed at Mayor Allen, Mayor Pro Tem Ham and Councilmember Stevens and stated you, you and you.

Mayor Pro Tem Ham stated you and Councilmember Williams say I have a relationship with Mr. Lily, you have no evidence that I do. You have an email regarding my wife that does not mean we had a conversation.

Councilmember Foster asked when Mayor Pro Tem Ham's wife served on the Historic District Commission and asked if that was a conflict of interest. Ms. Moore stated in 2017.

4. Ryan Shepard asked Councilmember Stevens what problem did he have with what Ms. Jacobs and Ms. Moore stated. He also stated Council needed to watch how they talk to women.

Mayor Allen asked Mr. Shepard to speak in a calm manner.

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

Consent Agenda - Approved as Recommended. City Manager, Scott A. Stevens, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Mr. Stevens reminded Council Item M. Authorization of Agreement for District 6 Park Master Plan was removed from the Consent Agenda. Councilmember Broadaway moved the items on the Consent Agenda, Items L, N, O, P, Q, R, S, T and U be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Stevens. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Williams, Broadaway, Stevens, and Aycock voted in favor of the motion. Councilmember Foster voted against the motion. Mayor Allen declared the Consent Agenda approved as recommended with a 6:1 vote. The items on the Consent Agenda were as follows:

Contiguous Annexation Request – The Three J's – North side of US 70 East between North Oak Forest Road and East Ash Street Extension (9.74 Acres). Public Hearing Scheduled. The City Council, at their meeting on August 6, 2018, requested that the City Clerk examine the subject annexation petition for sufficiency. The City Clerk has completed the examination and has determined that the petition is sufficient. Sufficiency indicates that property is described accurately within 1:10,000 feet and that all property owners have signed the petition.

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

The Notice of Public Hearing would schedule September 4, 2018 as the date for the public hearing. A report prepared by the Department of Planning and Community Development, in conjunction with other City departments, will be submitted to the Council on that date.

It was recommended Council schedule a public hearing for the proposed annexation of The Three J's Property for September 17, 2018. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

Authorization of an Agreement with East Carolina Phantoms for use of Bryan Multi-Sports Complex as Home Field for Semi-Pro Football. Approved. The City of Goldsboro was approached by the East Carolina Rams, an IAFL football team playing in Wilson, NC. The Rams would like to rebrand to the East Carolina Phantoms and make the Bryan Multi-Sports Complex their home.

The City of Goldsboro constructed the Bryan Multi-Sports Complex for local play and as a venue for sports tourism. While pro and semi-pro sports were not anticipated, the team would draw spectators and participants from surrounding areas and states including overnight guests.

Staff recommended Council authorize the Mayor and City Clerk to enter into an agreement with the East Carolina Phantoms for a 5-year term that includes an option for either organization to cancel the agreement with 60 day's written notice. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

Repeal of Limited Time Parking Restrictions in the Downtown Area. Ordinance Adopted. During the July 16th, 2018 City Council Work Session, staff presented Council with a discussion on the removal of Limited Time Parking signs in the Downtown Area as bordered by Ash Street to the north, Elm Street to the south, William Street to the east, and George Street from the west. City Council was in favor of allowing staff to remove a majority of these signs due to the lack of current enforcement and to reduce signage clutter.

Removal of the Downtown Area Limited Time Parking Signs has commenced. As such, it is appropriate that the City's Traffic Schedule referenced by the City of Goldsboro Code of Ordinances be updated to reflect this action.

Staff recommended Council adopt an Ordinance removing the following entries of the Traffic Schedule referenced in Chapter 74 of the City's Code of Ordinances:

- All entries for Section 23-71 Two-hour parking limit excluding:
 - Argo Street, east side, from Dortch Street northward, a distance of 500 feet;
 - Simmons Street, north side, from Herman Street westward for 250 feet.
- All entries for Section 23-73 Fifteen-minute parking limit, 8:30 a.m. and 5:30 p.m. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

ORDINANCE NO. 2018-39 "AN ORDINANCE AMENDING CHAPTER 23 ENTITLED "TRAFFIC" OF THE CODE OF ORDINANCES, CITY OF GOLDSBORO, NORTH CAROLINA"

Approve Compost Bulk Pricing. Resolution Adopted. Since January 2018, the City of Goldsboro has charged its bulk wholesale buyers \$9.00 per cubic yard for compost, non-wholesale buyers \$15.00 per cubic yard for compost and \$6.00 per cubic yard for mulch. A bulk wholesale buyer of compost must purchase a minimum of 20 cubic yards during a calendar year.

Compost sales have increased steadily over the last three years. It is time to consider increasing the price of compost to help offset the costs of the operation of the Compost Facility. As of September 1, 2018, new compost bulk buyers and as of January 1, 2019, for existing bulk buyers, the pricing for compost will be: \$15.00 per cubic yard (an increase of \$6.00/cu.yd.) for quantities over 20 cubic yards at the time of advance purchase for the calendar year; \$21.00 per cubic yard for bulk compost less than 20 cubic yards; remain the same at \$2.00 per 30-lb. bag (minimum order of 100 bags) for wholesale; \$4.00 per 30-lb. bag for retail; and mulch will be increased to \$8.00 per cubic yard (an increase of \$2.00/cu.yd.).

It is recommended the City Council adopt the following entitled Resolution to approve compost pricing as follows: \$15.00/cubic yard for compost purchases over 20 cubic yards, \$21.00/cubic yard for compost purchases less than 20 cubic yards; \$2.00 per 30-lb. bag (minimum order of 100 bags) for regular wholesale buyers; \$4.00 per 30-lb. bag for non-wholesale buyers; and \$8.00/cubic yard for mulch. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

RESOLUTION NO. 2018-50 “RESOLUTION AMENDING COMPOST PRICING”

Utility Construction Agreement with NCDOT for Improvements relating to US 117 North (North William St.) NCDOT Project U-2714. Resolution Adopted. The North Carolina Department of Transportation has prepared and adopted plans to make street and highway improvements within Goldsboro under Project U-2714. The project consists of widening of US 117 (North William Street) from North of US 70 to SR 1571 (Tommy's Road).

The Utility Construction Agreement addresses the relocation of City-owned water and sewer lines located within the project area. Provisions are included in NCDOT's agreement for their contractor to relocate City-owned water and sewer lines. The estimate of cost to relocate water and sewer lines is \$1,232,116. The actual cost will be based upon the contract unit cost and actual quantities used. Reimbursement to NCDOT will be made in one final payment within sixty (60) days after billing.

Upon completion of the highway work, NCDOT shall submit an itemized invoice to the City. It is anticipated that the City will be invoiced Fiscal Year 21-22 for water and sewer line relocations and a budget allocation for FY21-22 will be required prior to final invoice.

Staff recommended Council adopt the following entitled Resolution authorizing the Mayor and City Clerk to execute a Utility Construction Agreement with the North Carolina Department of Transportation for improvements relating to US 117 North (North William Street). Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

RESOLUTION NO. 2018-51 “RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE UTILITY CONSTRUCTION AGREEMENT WITH NCDOT FOR WATER & SEWER LINE RELOCATIONS FOR US 117 NORTH (NORTH WILLIAM STREET) NCDOT PROJECT U-2714”

Establishing the Capital Project Fund Ordinance- Street Bond Improvements. Ordinance Adopted. The Goldsboro City Council authorized bond referendum for the \$3,000,000 of Parks and Recreational Facilities Bonds and \$7,000,000 Street Bonds. The election for these bonds was held on November 8, 2016 and passed by the voters. The City Council has approved the issuance for the \$4,500,000 of Street Bonds for July 2018.

On July 24, 2018, the City sold Street Bonds in the amount of \$4,500,000. All closing documents were completed on August 14, 2018 and funds have been transferred to the City's bond account.

Capital Project Ordinance is required to present an exact balance of revenues and expenditures. Therefore, both project revenue and expenditure line items must be established.

It is recommended the following entitled Capital Project Fund Ordinance be established for the Street Bonds in the amount of \$4,500,000. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

ORDINANCE NO. 2018-40 “AN ORDINANCE ESTABLISHING THE CAPITAL PROJECTS FUND ORDINANCE FOR THE STREET IMPROVEMENTS”

Resolution Authorizing Execution and Delivery of an Installment Financing Contract to Finance Improvements to Certain Fire and Police Department Facilities. Resolution Adopted. The City Council desires to pursue the financing of the construction of a replacement dorm building at Fire Station #4 and renovations and expansion of the City’s Police and Fire Department. The cost of the financing for these projects with cost of issuance expenses will be approximately \$5,300,000.

The City Council had declared its intent to finance the construction of a replacement dorm building at the City’s Fire Station #4 and renovation and expansion of the City’s Central Police and Fire Department. A public hearing was held on July 16, 2018 proposing to finance these projects.

Financing of this project will be authorized through the utilization of an installment contract authorized under North Carolina General Statute 160A-20. The Local Government Commission is scheduled to discuss approval of the financing at its September 2018 meeting.

Zions Bank submitted a proposal to lend the City the amount of \$5,300,000 to finance these projects. The City Council hereby accepts the Zions Bank proposal, authorizes, and directs the City Manager and the Finance Director to execute the contract, deed of trust and the escrow agreement documents on behalf of the City. This financing will have a 3.41% interest rate for the term of 15 years.

It was recommended the following entitled Resolution be adopted authorizing the Mayor, City Manager, Finance Director and City Clerk to sign and execute all the necessary documents needed with Zions Bank. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

RESOLUTION NO. 2018-52 “RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING CONTRACT TO FINANCE IMPROVEMENTS TO CERTAIN FIRE AND POLICE DEPARTMENT FACILITIES”

Golden LEAF Grant Funds. Resolution Adopted. Ordinance Adopted. Golden LEAF (Long-term Economic Advancement Foundation) was created in 1999 as a nonprofit corporation. The State of North Carolina provided funds to the Golden LEAF Foundation to award grants to units of local Government and nonprofit organizations working to recover from Hurricane Matthew.

The City of Goldsboro applied for grant funds to assist with repairs to the City’s infrastructure related to Hurricane Matthew. Flooding because of Hurricane Matthew flowing through the City’s aged infrastructure caused breaks resulting in cave-ins and sinkholes along several of our streets. The grant funds will be used to repair or replace sewer and stormwater infrastructure at the following locations:

- | | |
|--|---------------|
| <u>Stormwater Drainage Rehabilitation:</u> | \$253,307 |
| 1. W. Pine Street | |
| 2. E. Pine Street | |
| 3. Elizabeth St. & Marygold St. | |
| 4. Beech Street | |
|
<u>Sanitary Sewer Rehabilitation:</u> |
\$708,000 |
| 1. N. Carolina St. – Holly St. to Graham St. | |
| 2. W. Oak St. – N. Carolina St. to Rockefeller Ct. | |
| 3. Between George St. & Alabama St. – From W. Oak St. to W. Chestnut St. | |

The City has been awarded the Golden LEAF grant in the amount of \$961,307. No matching funds are required with this grant.

It is recommended that Council adopt:

1. The following entitled resolution authorizing the City Manager and City Clerk to enter into an agreement with the Golden LEAF Foundation in the amount of \$961,307.
2. The following entitled ordinance to reflect an increase in revenues and an increase in the operating expenditures of the General Fund in the amount of \$253,307 and in the Utility Fund in the amount of \$708,000. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

RESOLUTION NO. 2018-53 “A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO ACCEPT THE GOLDEN LEAF FOUNDATION GRANT”

ORDINANCE NO. 2018-41 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2018-19 FISCAL YEAR”

Monthly Reports. Accepted as Information. The various departmental reports for July 2018 were submitted for the Council’s approval. It was recommended that Council accept the reports as information. Consent Agenda Approval. Broadaway/Stevens (6 Ayes/1 No)

End of Consent Agenda.

City Manager’s Report. Mr. Stevens asked Council to consider going into Closed Session following the Council Meeting to discuss a personnel matter, a property acquisition matter and a potential litigation matter.

Upon motion of Councilmember Aycock, seconded by Mayor Pro Tem Ham and unanimously carried, Council will convene into Closed Session following the regular meeting to discuss a personnel matter, a property acquisition matter and a potential litigation matter.

Mayor and Councilmembers’ Reports and Recommendations.

Councilmember Aycock stated no report.

Councilmember Foster stated no comment.

Mayor Pro Tem Ham stated no comment.

Councilmember Stevens stated no comment.

Councilmember Broadaway stated no comment.

Councilmember Williams thanked Rebuilding Broken Places for how they used the resources the City gave them. They did a great job with the kids, feed them great meals and were provided a great educational session. I gained a new family.

Mayor Allen shared on August 25th Our Community Cares is holding a Back to School Festival at HV Brown Park from 4:00 – 6:00 p.m. He also shared September 15th from 10:00 a.m. to 2:00 p.m. several churches are coming together for a community expo at the Word of Truth Christian Fellowship on Carolina Street.

Closed Session Held. Upon motion of Councilmember Aycock, seconded by Mayor Pro Tem Ham and unanimously carried, Council will convene into Closed Session following the regular meeting to discuss a personnel matter, a property acquisition matter and a potential litigation matter.

Council came out of Closed Session.

There being no further business, the meeting adjourned at 8:45 p.m.

Chuck Allen
Mayor

Melissa Corser, MMC/NCCMC
City Clerk

MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD
SEPTEMBER 4, 2018

WORK SESSION

The Mayor and Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 4:45 p.m. on September 4, 2018 with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem David Ham
Councilmember Antonio Williams
Councilmember Bill Broadaway
Councilmember Mark Stevens
Councilmember Gene Aycock
Ron Lawrence, Attorney
Scott Stevens, City Manager
Melissa Corser, City Clerk
Randy Guthrie, Assistant City Manager
LaToya Henry, Public Information Officer
Octavius Murphy, Assistant to the City Manager
Jennifer Collins, Interim Planning Director
Kaye Scott, Finance Director
Mike West, Police Chief
Brad Hinnant, Assistant IT Director
Scott Barnard, P&R Director
Mike Wagner, Deputy Public Works Director – Utilities
Rick Fletcher, Public Works Director
Joe Dixon, Fire Chief
Christy Langley, Administrative Assistant III
Bobby Croom, Traffic Engineer
Shycole Simpson-Carter, Community Relations Director
Don Willis, GWTA Director
Freeman Hardison, GWTA
Tiffany Creech, Wayne Development Alliance
Mark Pope, Wayne Development Alliance
Julie Metz, DGDC Director (arrived at 5:04 p.m.)
Joey Pitchford, Goldsboro News-Argus
Ken Conners, News Director-Curtis Media Group East
Carl Martin, Citizen
Bobby Mathis, Citizen
Della Mathis, Citizen
David Weil, Citizen
Amy Bauer, Citizen
Jay Bauer, Citizen
Shirley Edwards, Citizen
Brandy Matthews, Citizen
Kimberly Rhodes, Citizen
Ravonda Jacobs, Citizen (arrived at 5:35 p.m.)
Sylvia Barnes, Citizen (arrived at 6:02 p.m.)

Absent: Councilmember Bevan Foster

Call to Order. The meeting was called to order by Mayor Allen at 4:45 p.m.

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

Council came out of Closed Session.

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

Bus Shelters. Mr. Don Willis and Mr. Freeman Hardison provided an update on bus shelters and the criteria used to evaluate where shelters are placed. Shelters have recently been placed at Dillard Academy, the Maxwell Center, Wayne Community College and Ash Street (near DSS/Health Department). The board has recommended a shelter be placed on Slocumb Street at Day Circle and on Olivia Lane at E. Lincoln Drive.

Mayor Allen asked how often they look at stops to evaluate whether a shelter is needed and Mr. Willis replied once a year we have a consultant look at ridership as a whole.

Council also discussed grant funding and sponsorships.

Sidewalk Discussion. Ms. Jennifer Collins shared the following information:

N. Herman St. – E. Holly Street to RR Right-of-way

- 5' sidewalk on East side @\$43 square yard.
- 1,060 LF
- \$25,327.00
- 130% mark-up = \$3,292.51
- Total: **\$28,620.00**

George Street – W. Grantham to A Street

- 5' sidewalk on West side @\$43 square yard.
- 1,865 LF
- \$44,548.00
- 130% mark-up = \$5,791.24
- Total: **\$50,339.24**

Spence Ave – RR Right-of-way to Mall Road

- 5' sidewalk on East side @ \$43 square yard.
- 2,338 LF
- \$55,857.00
- 130% mark-up = \$7,261.41
- Total: **\$63,118.41**

Wayne Memorial Dr. – North St. to US Hwy Bridge

- 5' sidewalk on South side @ \$43 square yard.
- 1,000 LF
- \$23,908.00
- 130% mark-up = \$3,108.04
- Total: **\$27,016.04**

Mayor Allen suggested doing all the above sidewalks as there is bond money available and he stated he felt we would get better pricing by bidding the projects together.

Upon motion of Councilmember Williams, seconded by Mayor Pro Tem Ham and unanimously carried, Council agreed to proceed with the installation of sidewalks as listed above.

Herman Park Center. Mr. Scott Stevens reviewed the following information:

Option 1

- Two Story Building with 3 gyms
- 67,170 square feet
- \$16,976,142
- \$252.73 per square foot

Option 2

- Two Story Building with 2 gyms
- 58,630 square feet
- \$14,893,054
- \$254.02 per square foot

Option 3

- One Story Building with 2.5 gyms
- 39,000 square feet
- \$10,799,232
- \$276.90 per square foot

Herman Park Center Financing Discussion									
September 4, 2018									
				18-19	19-20	20-21	21-22	22-23	23-24
Existing General Fund Debt Service Payments				\$4,649,879	\$4,358,763	\$3,607,974	\$3,279,830	\$2,599,260	\$2,400,518
Cummulative Reduction in General Fund Debt Service					(\$291,116)	(\$1,041,905)	(\$1,370,049)	(\$2,050,619)	(\$2,249,361)
Anticipated Equipment Loans			19-20			\$248,000	\$248,000	\$248,000	\$248,000
(Average of last three years)			20-21				\$248,000	\$248,000	\$248,000
			21-22					\$248,000	\$248,000
			23-23					\$248,000	\$248,000
Anticipated Debt Service Payments Reduction					(\$291,116)	(\$793,905)	(\$874,049)	(\$1,058,619)	(\$1,257,361)
Estimated Debt Service for Herman Park Center									
(Construction contract awarded after July 2019)									
(15 year, level principal payments, 4% interest)									
Option 1	67,170 sf	3 gyms - 2 story	\$17,000,000			\$1,813,000	\$1,768,000	\$1,723,000	\$1,677,000
			Additional Revenue needed			\$1,019,095	\$893,951	\$664,381	\$419,639
Option 2	58,630 sf	2 gyms - 2 story	\$15,000,000			\$1,600,000	\$1,560,000	\$1,520,000	\$1,480,000
			Additional Revenue needed			\$806,095	\$685,951	\$461,381	\$222,639
Option 3	39,000 sf	2.5 gyms - 1 story	\$11,000,000			\$1,173,000	\$1,144,000	\$1,114,000	\$1,085,000
			Additional Revenue needed			\$379,095	\$269,951	\$55,381	(\$172,361)
Note: 1 cent on tax rate generates \$220,000 in revenue									

Council discussed options, cost of demolition for existing building and budgeting timeframes. Mayor Allen stated we have been discussing this for some time and we do still have other needs throughout the community but whatever we can do, will be better than what we have. Councilmember Broadway shared he is at Herman Park Center at least once a week, he would be in favor of Option 3, Councilmember Stevens agreed. Mayor Pro Tem Ham stated there is a need for this and he would be favor of Option 3 as well. Councilmember Aycock agreed as long as there was no tax increase. Councilmember Williams stated he did not want any community block grant funding used on this project.

Council also discussed what type of process to use, design, bid, build or design/build.

Upon motion of Councilmember Broadway, seconded by Councilmember Stevens and unanimously carried, Council agreed to move forward with Option 3 for Herman Park Center as a design/build.

Councilmember Williams asked for an update on HV Brown Park. Mr. Scott Barnard shared information regarding the bathrooms at HV Brown. Staff is waiting on a “flood proof” design for bathrooms at HV Brown Park. Funding for shelters was also discussed.

Historic District Commission. Mr. Ron Lawrence, City Attorney provided a summary of the investigation and his recommendations regarding the Historic District Commission. He stated after speaking with other attorneys that he believed there was no

conflict of interest with Ms. Betty Duncan serving on the Historic District Commission or no conflict of interest with realtors serving on the commission. Mr. Lawrence stated in his opinion Mr. Lily should be removed as chairman as a result of how he acted in regards to Ms. Jacobs. If you take a look at bylaws and procedures, it says the chairman should preserve order and decorum. Mr. Lawrence stated he did not see any unethical action in which anyone should be removed from the board.

Mayor Allen asked what would be the proper way to remove Mr. Lily as Chairman. Mr. Lawrence stated Mr. Lily could resign as chairman or the Historic District commission could remove him as chairman.

Mr. Lawrence added he felt Ms. Jacobs handled herself very well while Mr. Lily was being argumentative with her and that he felt like Councilmember Williams did a very good job at trying to maintain decorum at the last meeting. I do believe under pressure it is easy to fire back.

Councilmember Williams made a motion to remove Mr. Lily from the Historic District Commission. The motion failed due to the lack of second.

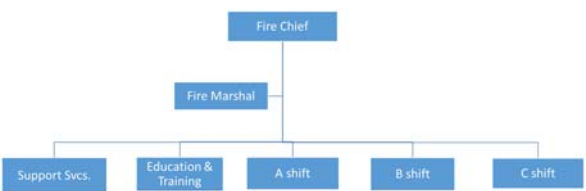
Appointment of Interim City Manager. Upon motion of Mayor Pro Tem Ham, seconded by Councilmember Broadway and unanimously carried, Council appointed Mr. Randy Guthrie to serve as Interim City Manager at a salary of \$145,000 effective September 14, 2018.

Discussion Items – Councilmember Stevens – Technology and the Future of Goldsboro and Social and Financial Economics of Goldsboro. Councilmember Stevens shared information on the following:

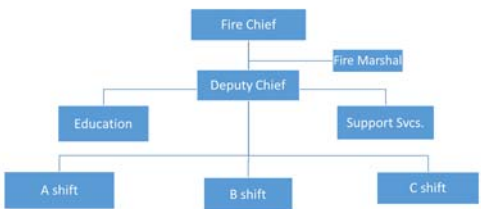
- Our Place in North Carolina
 - Destination Cities vs. Drive Thru Cities
- Caring for our Neighbors
 - Taking Steps out of Poverty
- Protecting Our Citizens
 - Tackling Crime, and Taking Steps to a Safer City
- Losing our Phobia of Technology
 - Educating Ourselves on Current Technology and How It Can Improve Our Lives
- Putting Our Best Foot Forward
 - How to Bring New Life to Our City Every Weekend

Fire Department Reorganization. Fire Chief Joe Dixon shared the following information:

Where we are:



More Efficient:



GFD RESTRUCTURE					
Current Uniformed Costs			Proposed Changes and Estimated Cost		
JOB TITLE	SALARY	GRADE	JOB TITLE	SALARY	GRADE
Fire Chief	99000	88	Fire Chief	99000	88
			Deputy Chief	85000	86
Asst. Chief/ Support Services	75000	84	Asst. Chief/ Support Services	75000	84
Asst. Chief/ Training & Safety	75000	84	Asst. Chief/ Training & Safety	75000	84
Asst. Chief/ Operations A	75000	84	Battalion Chief/Operations A	65000	80
Asst. Chief/ Operations B	75000	84	Battalion Chief/Operations B	65000	80
Asst. Chief/ Operations C	75000	84	Battalion Chief/Operations C	65000	80
Fire Marshal (Non Exempt)	65000	80	Fire Marshal (Exempt)	65000	80
Captain/ Inspector	56000	78	Captain/ Inspector	56000	78
Captain/ Training	56000	78	Captain/ Training	56000	78
			P/T Civilian Inspector	20000	
			P/T Civilian Recruit/Training	20000	
			P/T Support Services	20000	
			Staff Vehicle	5000	
	651000			771000	

This is the start of the reorganization. While it appears I am asking to increase the budget foot print, the reality is much the opposite when the entire plan is enacted.

GFD RESTRUCTURE					
Current Uniformed Costs			Proposed Changes and Estimated Cost		
JOB TITLE	SALARY	GRADE	JOB TITLE	SALARY	GRADE
Fire Chief	99000	88	Fire Chief	99000	88
			Deputy Chief	85000	86
Assistant Chiefs (5 x 75000)	375000	84	Assistant Chiefs (2 x 75000)	150000	84
Battalion Chief (1 x 65000)	65000	80	Battalion Chiefs (3 x 65000)	195000	80
Captains (20 x 56000)	1120000	78	Captains (8 x 56000)	448000	78
			Lieutenants (12 x 46000)	552000	76
			P/T Civilian Inspector	20000	
			P/T Civilian Recruit/Training	20000	
			P/T Support Services	20000	
			Staff Vehicle	5000	
	1659000			1594000	

The numbers are correct. The GFD will be able to add 4 or 5 positions within the same budget foot print.

The end result will be an efficient and accountable organization that demonstrates the ability to operate in a fiscally responsible manner... adding value versus costs.

Council asked for a couple of weeks to look over the recommendation.

Consent Agenda Review. Each item on the Consent Agenda was reviewed.

Litter Prevention Campaign. Ms. LaToya Henry presented the following information:

Litter collection in Goldsboro

- 2017 — 4,885 bags
- 2018 — 3,011 bags (through July)

The Message

Keeping our city clean and beautiful is everyone’s responsibility, and it takes everyone’s help. Do your part to keep Goldsboro clean by making a personal choice to put trash in its proper place and encouraging others to do the same.

Strategies

- Increase public awareness of the problem of litter and its impact on the environment.
 - Video PSA
 - Graphics for social media and the website
 - Information in citizens newsletter
 - Water bill insert

- Education and outreach to local schools
 - Engagement with local community organizations
- Improve infrastructure to discourage littering
 - Explore the need for additional lighting and trash cans in certain areas.
- Encourage residents to take pride and ownership in the cleanliness of the community.
 - Host community clean-up events
- Develop a program similar to Keep America Beautiful's Adopt-a-Spot program that would allow community groups to take responsibility for maintaining certain areas within the City.

Long Term Solution

- Explore the feasibility of establishing a Keep America Beautiful affiliate in Goldsboro/Wayne County.
 - Cost: One-time \$4,000 certification fee; annual \$330 fee

Council discussed. Mayor Allen stated we have to do a better job with educating the public on the importance of not littering.

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

CITY COUNCIL MEETING

The Mayor and Council of the City of Goldsboro, North Carolina, met in regular session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on September 4, 2018 with attendance as follows:

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

Absent: Councilmember Bevan Foster

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

Pastor Stanley Kelly with Fellowship Baptist Church provided the invocation. The Pledge to the Flag followed.

Mayor Allen shared we received an email from Councilmember Foster stating he would be out of town for business.

Resolution in Memory of William Harrell Everett. Resolution Adopted.

William Harrell Everett Jr., was born on December 25, 1934 and was raised in Williamston, North Carolina. From 1964 until his death on August 16, 2018, Harrell resided in Goldsboro, North Carolina. Harrell is survived by his wife Lila and his daughters: Lucy and Ann. Harrell was blessed with three grandchildren: Adlai, Xavier and Lila Frances. He is also survived by one sister, one brother and many nieces, and nephews. Harrell served his country in the United States Army between undergraduate and law school. Harrell began practicing law in 1962 in Rocky Mount, N.C., and moved to Goldsboro in 1964, where he practiced law until 2015, including serving as city attorney of the City of Goldsboro for 35 years. Harrell served his community and church in many ways, including senior warden and treasurer of St. Stephen's Episcopal Church, president of the Goldsboro Chamber of Commerce, president and Paul Harris Scholar of Rotary, and member of the Goldsboro City Schools Board of Education. Harrell also served as chairman of the Wayne Mental Health Board, president of the local Wachovia Bank board and member of the North Carolina Job Development Investment Grant (JDIG) committee. The City Council would like to express to the family of Mr. William

Harrell Everett, Jr. our heartfelt belief that the memory of his good works and character will be and remain an inspiration to many and a blessing to all.

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

RESOLUTION 2018-54 “RESOLUTION IN MEMORY OF WILLIAM HARRELL EVERETT, JR.”

Mayor Allen presented a framed copy of the Resolution to Ms. Lila Everett and daughter Lucy.

Resolution Expressing Appreciation for Services Rendered by Scott A. Stevens as City Manager. Resolution Adopted. Scott A. Stevens retires on October 1, 2018 as City Manager for the City of Goldsboro with more than 29 years of creditable service. Scott served his country faithfully as a reserve officer in the Navy’s Civil Engineer Corps from 1993 until 2001. Scott began his career in public service with the N.C. Department of Transportation in 1990. Scott transitioned from state to local government in 1998 with the City of Kinston where he served as Assistant City Engineer, City Engineer, Public Services Director, Assistant City Manager and City Manager. On August 8, 2011, Scott was hired as the City Manager for the City of Goldsboro, where he has served for seven years until his retirement. Scott has participated in numerous local boards, commissions and civic activities including the Wayne County United Way, Wayne County Chamber of Commerce, the Exchange Club of Goldsboro and the Goldsboro Kiwanis Club, to name a few. Scott has represented the City of Goldsboro on various boards and commissions including the N.C. Building Codes Council, N.C. Water Treatment Operators Certification Board and the ElectriCities Board of Directors. Scott has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his co-workers, colleagues 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 Scott their deep appreciation and gratitude for the service rendered by him to the City over the years. We express to Scott our deep appreciation and gratitude for the dedicated service rendered during his tenure with the City of Goldsboro and offer Scott our very best wishes for success, happiness, prosperity and good health in his future endeavors.

Upon motion of Mayor Pro Tem Ham, seconded by Councilmember Stevens and unanimously carried, Council adopted the following entitled Resolution.

RESOLUTION NO. 2018-55 “RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY SCOTT A. STEVENS AS CITY MANAGER OF THE CITY OF GOLDSBORO FOR MORE THAN 7 YEARS”

Mayor Allen presented Mr. Stevens with a framed copy of the Resolution.

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

1. Mr. Zachary Lily stated tomorrow will be his last Historic District Commission meeting.
2. Ms. Luzetta Vaughn shared concerns regarding a group home near her home. She stated she was not notified and neither were any of her neighbors. She stated she was concerned with safety and devaluation of her property.
3. Mr. Larry Reed also shared concerns regarding the group home.
4. Ms. Hill stated she would like to thank everyone who came out for the International Overdose Day.
5. Mr. Larry Reed also shared concerns regarding North End.

Councilmember Williams shared part of North End is in his district and shared they are paving streets and getting sidewalks.

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

Consent Agenda - Approved as Recommended. City Manager, Scott A. Stevens, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Councilmember Broadaway moved the items on the Consent Agenda, Items C, D, E, F, G, H, I, J, K, L, and M be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Stevens and a roll call vote resulted in all members voting in the affirmative. Mayor Allen declared the Consent Agenda approved as recommended. The items on the Consent Agenda were as follows:

Budget Amendment – City Hall Repairs. Ordinance Adopted. At the August 20, 2018 Council Work Session, staff discussed needed repairs to the Historic City Hall columns and the fountain. Staff explained that the repairs to the columns would require scraping, cleaning, applying mesh to minimize cracks along with waterproofing and refinishing. Parts/materials for the fountain repairs will cost \$6,015, which include tiles, diffusion and floor plates, crystal bowl and blossom jet. The City staff will repair and install parts.

The City received quotes for the repairs/parts. Coastal Constructors, Inc. was the lowest at \$16,576 for the City Hall columns and Tournesol Siteworks at \$6,015 for the fountain parts.

Since funding is not available in the City’s current budget, a budget appropriation is needed in the amount of \$22,591.

It is recommended Council adopt the following entitled budget ordinance appropriating \$22,591 from the unassigned fund balance of the General Fund. Consent Agenda Approval. Consent Agenda Approval. Broadaway/Stevens (6 Ayes)

ORDINANCE NO. 2018-42 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2018-2019 FISCAL YEAR”

US Department of Justice: Edward Byrne Memorial Justice Grant (JAG) Formula Program: Local Solicitation. Resolution Adopted. The Goldsboro Police Department has been notified that Federal grant funds are available from the 2018 Edward Byrne Memorial Justice Assistance Grant (JAG). This is the same grant that was applied for in 2017.

The total amount of the grant is \$48,372.00. As in 2017, the Grant requires that the application be filed on behalf of both the Goldsboro Police Department and the Wayne County Sheriff’s Office. Each agency would receive \$24,186.00.

The grant requires that an Interlocal Agreement is submitted with the application indicating the agreement between both agencies, the amount each agency will receive and how the grant will be administered. In addition, the Interlocal Agreement and Grant Application are required to be distributed to the City Council for review only, no fewer than 30 days prior to the application submission, or before the grant will be awarded.

The Goldsboro Police Department has agreed to purchase additional patrol rifles to improve officer safety by having the ability to confront heavy-duty firepower situations that cannot be accomplished through the use of traditional sidearms and the Wayne County Sheriff’s Office has agreed to purchase a 2019 Ford SUV Police Interceptor Vehicle to their Crime Prevention Unit.

It is recommended the following entitled Resolution be adopted supporting the Police Department applying for this grant. Consent Agenda Approval. Broadaway/Stevens (6 Ayes)

RESOLUTION NO. 2018-56 “A RESOLUTION SUPPORTING THE 2018 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) APPLICATION”

Contract Award for 2018 Bituminous Concrete Resurfacing Project - Formal Bid No. 2018-005. Resolution Adopted. On Tuesday, August 21, 2018 four sealed bids were received for the 2018 Bituminous Concrete Resurfacing Project. Turner Asphalt, Inc. of Raleigh, NC submitted the low bid for the 2018 Bituminous Concrete Resurfacing for a total cost of \$2,627,358.15. The bids received for this project are tabulated as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
Turner Asphalt, Inc. Raleigh, NC	\$2,627,358.15
Tripp Brothers, Inc. Ayden,NC	\$2,781,565.63
Barnhill Contracting Co. Kinston, NC	\$2,891,807.98
S. T. Wooten Corp. Wilson, NC	\$3,758,581.20

The proposed work consists of approximately 160,000 square yards of bituminous concrete resurfacing and approximately 80,000 square yards of milling asphalt pavement for sections of streets as shown on the list.

The bids for this project have been reviewed by the Engineering Department, checked for accuracy, and found to be in order. We have also reviewed the financing of this project with the Finance Director and determined that funds are available in 2018 Street Bonds.

Staff recommended Council adopt the following entitled Resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$2,627,358.15 with Turner Asphalt, Inc. for the 2018 Bituminous Concrete Resurfacing Project. Consent Agenda Approval. Broadaway/Stevens (6 Ayes)

RESOLUTION NO. 2018-57 “RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR 2018 BITUMINOUS CONCRETE RESURFACING FORMAL BID REQUEST NO. 2018-005”

Authorization of an Agreement with McAdams for Professional Services on a District 6 Park Master Plan. Resolution Adopted. The City of Goldsboro was approached by the Goldsboro Family YMCA on a potential partnership to develop property in District 6 for a park. This would be the first public park in District 6. At the September 18, 2017 Work Session, Council gave the approval for Parks and Recreation to move forward with an RFQ.

The City of Goldsboro advertised for Request for Qualifications from design firms and received ten responses on February 23, 2018. Four of the firms were invited to present on this project on April 12 and 13, 2018.

The City is interested in having a design firm develop a District 6 Park Master Plan. A proposal has been received from McAdams for these services for \$10,000. There are sufficient funds in the approved Parks and Recreation Budget to cover this cost.

Staff recommended Council adopt the following Resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$10,000 with McAdams to design a Master Plan for a public park in District 6. Consent Agenda Approval. Broadaway/Stevens (6 Ayes)

RESOLUTION NO. 2018-58 “A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO EXECUTE CONTRACT WITH MCADAMS FOR DESIGNING A MASTERPLAN FOR A DISTRICT 6 PARK”

Z-11-18 The Three J’s – North Side of US 70 East between North Oak Forest Road and East Ash Street Extension (SC to GBCD). Ordinance Adopted. Applicant requests a zoning change from Shopping Center to General Business Conditional District which would limit the use of the property to a car dealership including the accessory uses of used car sales, leasing, service and repair.

Site, landscape and building elevation plans have been submitted and are to be approved separately.

Frontage: 275 ft. (McLain Street)
Tract One: 6.964 acres
Tract Two: 2.772 acres

Surrounding Zoning: North: Industrial Business Park;
South: Shopping Center & GB
East: Industrial Business Park
West: General Industry/R-16 and General Business

The site is located outside the city limits. Applicant has submitted a petition for contiguous annexation of the subject property.

The property is currently vacant farmland.

A car dealership is proposed as detailed in the submitted development plans.

The City’s Comprehensive Land Use Plan recommends commercial development for the property.

The applicant has submitted development plans for a new KIA automobile dealership on Tract One. The site plan indicates the construction of a 20,193 sq. ft. facility consisting of office spaces, vehicle display areas and service areas. A total of 447 parking spaces have been provided to include 5 customer spaces and 2 handicap accessible parking spaces.

Hours of operation: Monday thru Saturday
8:00am to 8:00pm
Employees: Approximately 25

The property can be served by City sewer and the developer will be required to extend water lines to the site. A small strip of land traversing the property along Richland Creek is located within a Special Flood Hazard Area. Stormwater calculations, grading and drainage plans will be required and subject to approval by City Engineering before construction permits are released.

Access will be provided by a new curb cut along McLain Street and driveway permits are subject to NCDOT review. Interconnectivity has been shown along the northern property line approximately 200 ft. from McLain Street adjacent to vehicular display areas. A proposed access easement is shown along the rear of Tract One which will allow for one future driveway at the rear.

Building elevation plans have not been submitted, however, staff is working with applicant to ensure building design standards are compliant with the City’s Unified Development Code.

Interior sidewalks have been provided for pedestrian access into the building. Exterior sidewalks are required for the site along McLain Street. Applicant will be required to install sidewalks or pay the fee in lieu of exterior sidewalk installation in the amount of \$4,125.

Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City's commercial lighting ordinance.

Commercial garbage dumpsters and exterior HVAC units have not been identified on the site plan. Staff will work with applicant to ensure that each are properly screened from public view.

The submitted site plan indicates an 8 ft. street yard for the planting of 10 Maple trees along the 60 ft. access easement located along the eastern property line.

The applicant is requesting the following landscaping modifications:

- 1) Modification of interior landscaping.
- 2) Modification of the requirement that rows of parking spaces exceeding 15 shall be visually divided by a parking lot landscape island.
- 3) Modification that all parking spaces shall be located within 60 ft. of a parking lot tree.
- 4) Modification of required landscape screening surrounding proposed retention ponds.
- 5) Modification of street trees along McLain Street and the 60 ft. wide easement along the southern property line.

The zoning change to General Business would be consistent with the City's Comprehensive Land Use Plan, which recommends commercial development for the property.

At the public hearing held on August 20, 2018, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting on August 27, 2018, recommended approval of the zoning change and development plans with the requested modifications.

Staff recommended accept the recommendation of the Planning Commission and:

1. Adopt an Ordinance changing the zoning for the property from Shopping Center to General Business Conditional District to limit the site for the development of a car dealership.

The change to General Business Conditional District would be consistent with the recommendations contained within the City's adopted Comprehensive Land Use Plan.

2. Approve the submitted site and landscape plans with the following modifications:
 - a. Modification of interior landscaping.
 - b. Modification of the requirement that rows of parking spaces exceeding 15 shall be visually divided by a parking lot landscape island.
 - c. Modification that all parking spaces shall be located within 60 ft. of a parking lot tree.
 - d. Modification of required landscape screening surrounding proposed retention ponds.
 - e. Modification of street trees along McLain Street and the 60 ft. wide easement along the southern property line.

Approval would be granted subject to the applicant complying with staff directives as they relate to building elevations, lighting, dumpster and HVAC location, stormwater calculations, grading, drainage and installation of sidewalks or payment of a fee in lieu of

sidewalk installation in the amount of \$4,125. Consent Agenda Approval.
Broadaway/Stevens (6 Ayes)

ORDINANCE NO. 2018-43 “AN ORDINANCE AMENDING THE UNIFIED
DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH
CAROLINA CODE OF ORDINANCES”

**Z-12-18 Goldsboro Housing Authority – South side of Edgerton Street
between Claiborne Street and Taylor Street (R-9 Residential to O&I-1 CD for Day
Care Center). Ordinance Adopted.** The applicant requests the zoning change in order
to allow the development and operation of a day care center to serve residents of
Fairview Homes.

Frontage: 130 ft. (approx.)
Depth: 190 ft. (approx.)
Area: 0.58 acres (approx.)

Surrounding Zoning: North: R-9 Residential
South: R-9 Residential
East: R-9 Residential
West: R-9 Residential

The building on the site is currently used as community and office space for the
Goldsboro Housing Authority.

The Housing Authority wishes to convert a portion of the existing space into a day care
center associated with Head Start and Early Head Start with the target user being
residents of Fairview Homes. The Conditional District designation would limit the use of
the property to a day care center and site plan approval would be required separately.

The City’s adopted Land Use Plan designates this property for High Density Residential
development.

The property is served by City water and sanitary sewer lines and is not located within a
Special Flood Hazard Area.

There is a 5,200 sq. ft. building on the property. Two existing multi-purpose rooms will
be converted to the day care center. An area to the rear will be enclosed with a 6 ft. tall
black vinyl fence. This space will be divided to provide for each program with the
required play area per child. The center will have to comply with all State and Federal
laws that pertain to health, safety and welfare of the children served.

Children to be Served: 26
Employees: 4
Hours of operation: Monday – Friday
9am – 3pm

Currently there are no paved areas on site for parking. The applicant contends that
services at the daycare are primarily for residents of Fairview Homes. The applicant is
requesting modifications of loading/unloading areas and parking requirements and
request shared parking with the City of Goldsboro for the four required employee spaces
at Fairview Park directly across from the proposed daycare.

The Housing Authority has been upgrading the existing landscaping at the front of the
site and there are existing shrubs along a majority of the eastern property line. There is no
space to provide plant material on the western side as the building extends to the property
line. A modification of the landscape requirements per the Unified Development
Ordinance is being requested due to existing site conditions.

At the public hearing held on August 20, 2018, no one appeared to speak either for or
against this request.

The Planning Commission, at their meeting on August 27, 2018, recommended approval of the zoning change and development plans with the requested modifications as they relate to parking and landscaping.

Staff recommended Council accept the recommendation of the Planning Commission and:

1. Adopt an Ordinance changing the zoning from R-9 Residential to Office and Institutional-1 Conditional District limiting the use of the property to a day care center.
While not entirely compliant with the recommendations of the City's adopted Comprehensive Plan, the O&I-1 zoning district would be compatible with the surrounding residential zoning since it will provide services aimed at residents of Fairview Homes.
2. Approve the site and landscape plans for the day care center with the following modifications:
 - a. Loading/unloading areas and parking requirements, subject to proper documentation being submitted to allow for shared parking with the City of Goldsboro at Fairview Park; and
 - b. Landscape requirements along the western property line due to site conditions and building placement. Consent Agenda Approval. Broadaway/Stevens (6 Ayes)

ORDINANCE NO. 2018-44 "AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES"

Z-13-18 Arnold Flowers – North side of Arrington Bridge Road between Casey Mill Road and Bill Lane Boulevard (R-9 and RM-NC to I-2 CD Industrial). Ordinance Adopted. The applicant requests a zoning change to I-2 General Industry Conditional District to limit the use of the property to a log fumigation operation.

Frontage: 420 ft.
Depth: 600 ft. (approx.)
Area: 17.3 acres

Surrounding Zoning: North: R-20A Residential
South: R-20A Residential
East: R-20A Residential
West: R-20A Residential

The property is currently wooded and vacant.

The applicant has requested a zoning change to I-2 Conditional District in order to limit the use of the property to a log fumigation operation. The applicant has requested a waiver of the site plan requirement at time of rezoning. If the rezoning is approved, full development plans would have to be approved prior to issuance of any building permits.

The City's Adopted Land Use Plan recommends a combination of Rural Residential and Agricultural uses for the property.

City water and sewer is not available to the property. The property is located within the Floodway.

In conjunction with his logging operation, the applicant wishes to utilize the property as an area where truckloads of logs can be fumigated prior to shipping. No permanent building will be erected on the site and the use will operate on an occasional basis as necessary.

Officials at Seymour Johnson Air Force Base were contacted for their comments regarding this proposal. They have indicated the following information:

The majority of the subject property falls within the 70-74 day-night average sound level (DNL) noise zone and a small portion falls within the 65-69 DNL noise zone. According to the AICUZ report, the land use associated with the proposed operation is compatible in both noise zones with no buildings proposed. If any sort of structure is proposed in the future within the 70-74 noise zone, measures would have to be taken to achieve a noise reduction of 25 decibels in the design and structure of the portions of the building where the public is received or other noise sensitive areas.

At the public hearing held on August 20, 2018, the applicant spoke in favor of the request. No one appeared in opposition.

The Planning Commission, at their meeting on August 27, 2018, recommended approval of the zoning change with the requested waiver of the site plan requirement at time of rezoning. Full development plans will be required prior to the applicant utilizing the site.

Staff recommended Council accept the recommendation of the Planning Commission and adopt an Ordinance changing the zoning for the property from R-9 Residential and RM-NC Nonconforming Mobile Home to I-2 General Industrial Conditional District limiting the use to a log fumigation operation. Full development plans will be approved separately prior to the site being occupied for the business. Although not compliant with the recommendations contained within the City's adopted Comprehensive Land Use Plan, surrounding properties cannot be permanently developed residentially due to the Floodway designation. The proposed industrial use, therefore, should not have any adverse effects on surrounding properties. Consent Agenda Approval.
Broadaway/Stevens (6 Ayes)

ORDINANCE NO. 2018-45 "AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES"

Z-14-18 Shirley Edwards – South side of A Street between Seaboard Street and North Center Street (R-9 to RM-9CD). Ordinance Adopted. The applicant requests rezoning from R-9 Residential to RM-9 Conditional District to limit the use of the property to the placement of one manufactured (mobile) home on the property. A site plan detailing the layout on the lot will have to be approved separately.

Frontage: 32.34 ft.
Depth: 114 ft.
Area: 3,687 sq. ft. or 0.08 Acres

Surrounding Zoning: North: I-2 Industrial (Across US 117)
South: R-6 Residential
East: R-6 Residential
West: R-6 Residential

The property contains a single-family residential unit which was recently burned.

The applicant proposes placement of one manufactured home on the site.

The City's adopted Land Use Plan designates this property for high-density residential development.

City water and sanitary sewer lines are available to serve the property which is not located within a Special Flood Hazard Area.

Although there are currently no manufactured homes in the area, the applicant contends that there had been a double-wide mobile home immediately to the west which has been removed.

The applicant investigated options regarding replacing the burned house on the property. The cost to construct a new stick-built house on the site would exceed \$100,000.

Replacement with a modular unit would cost over \$75,000 and the applicant does not believe that cost would be supported given existing homes and lot sizes in the area.

The RM-9 zoning district would require masonry underpinning, pitched roof and horizontal siding. It will be required to have working windows and no rust and have the appearance of a site-built home.

The City's UDO also requires that manufactured homes be placed parallel to the front property line. Due to the 32 ft. lot width, such placement would not be possible. The applicant has requested a modification of this requirement.

At the public hearing held on August 20, 2018, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting on August 27, 2018, recommended approval of the zoning change and approval of a site plan with a modification of the requirement that the manufactured home be placed parallel to A Street.

Staff recommended Council accept the recommendation of the Planning Commission and:

1. Adopt an Ordinance changing the zoning for the property from R-9 Residential to RM-9 Residential Conditional District to allow one manufactured home on the lot; and
2. Approve a site plan with a modification of the requirement that the manufactured home be placed parallel to A Street due to the deficient lot width. Consent Agenda Approval. Broadaway/Stevens (6 Ayes)

ORDINANCE NO. 2018-46 "AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES"

CU-8-18 Coastal Transport, Inc. – Southwest corner of South George Street and Hemlock Street. Approved. The applicant requests a Conditional Use Permit to allow the operation of an outdoor/indoor flea market within the I-2 General Industry District. Flea markets (both indoor and outdoor) are a permitted use with the issuance of a Conditional Use Permit within the I-2 zone.

Frontage: 250 ft. (South George Street)
660 ft. (Hemlock Street)
Area: 3.8 Acres
Zoning: I-2 General Industry

The site was most recently occupied by offices for the applicant who now plans to rent the space.

There is a 5,700 sq. ft. building on the site which will be utilized as a retail store or flea market.

Hours of operation for the retail store would be from 10:00 a. m. to 7:00 p. m., Monday through Saturday.

On Friday, Saturday and Sunday the applicant proposes to have a grassed area immediately north of the building available for rent to outside vendors.

A total of 30 parking spaces are required for the site. There is space available for up to 33 parking spaces if additional paved area is striped.

Two driveways exist along South George Street to provide access to the site. An additional driveway extends from Hemlock Street.

While there are existing shrubs and trees provided randomly on the site, the applicant has requested a modification of the 5 ft. wide screening requirement between adjacent businesses as well as interior landscaping.

At the public hearing held on August 20, 2018, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting on August 27, 2018, recommended approval of the Conditional Use Permit and submitted plans with the requested modifications.

Staff recommended Council accept the recommendation of the Planning Commission and:

1. Adopt an Order approving a Conditional Use Permit to allow the operation of an indoor/outdoor flea market within the I-2 General Industry District; and
 2. Approve the submitted development plans with the following modifications:
 - a. Type A screening buffer; and
 - b. Interior landscaping. Consent Agenda Approval.
- Broadaway/Stevens (6 Ayes)

CU-9-18 Bradley Tew – South side of US 70 East between North Oak Forest Road and East Ash Street Extension (Place of Entertainment with No ABC Permits-Indoor Batting Cages). Approved. Applicant requests a Conditional Use Permit to allow the operation of indoor batting cages for the purposes of training and skill development.

The property is zoned General Business. Indoor batting cages are classified as a place of entertainment. The use is permitted only after the issuance of a Conditional Use Permit approved by City Council.

Frontage: 555 ft. (Commercial Dr.)
Area: 74,048 sq. ft., or 1.73 acres

In 2012, the site was approved for use as a storage facility operated by Mission Foods. Mission Foods relocated to Wayne County's Industrial Park and since that time the facility has remained vacant.

There is an existing 15,000 sq. ft. building on the site. The applicant's submitted floor plan shows 8 batting cages, an office, retail space, storage areas and two restrooms.

Days/hours of Operation: Monday-Friday: 5-9pm
Saturday-Sunday: Noon-9pm

Employees: 1

The site will be served by two existing driveways from Corporate Drive. Based on two spaces per batting cage and one space per 100 ft. of spectator area, a total of 25 parking spaces are required. There are 47 existing paved parking spaces including two which are handicap accessible.

Existing vegetation is sufficient to meet the intent of the City's landscape ordinance. A modification of a Type A, 5 ft. wide landscape buffer yard is necessary along the southern property line since there is no room to install the required plantings.

Seymour Johnson Air Force Base has been notified of the applicant's intent to operate a place of entertainment since the proposed site is located within the Noise Overlay Contour of 65-69 decibels. Noise attenuation measures may have to be incorporated into the building design if significant building improvements are proposed for interior components of the facility.

At the public hearing held on August 20, 2018, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting on August 27, 2018, recommended approval of the Conditional Use Permit and submitted site plan with a modification of the buffer yard as requested.

Staff recommended Council accept the recommendation of the Planning Commission and:

1. Adopt an Order approving a Conditional Use Permit to allow the operation of an indoor batting cage operation; and
2. Approve the submitted development plans with a modification of the Type A landscape buffer along the southern property line. Consent Agenda Approval. Broadaway/Stevens (6 Ayes)

Site, Landscape and Building Elevation Plans – Malloy Street Offices.

Approved. The property is located on the west side of Malloy Street between East Ash Street Extension and Graves Drive.

Frontage: 354 ft. (Malloy Street)
Area: 0.65 acres
Zoning: Shopping Center (SC)

The site has been identified as lot #4 of Cashwell Office Park Section Two and is currently vacant.

The submitted site plan indicates a proposed office building containing 4,650 total square feet which will consist of three individual office tenant spaces. The applicant is requesting modifications of the front setback requirement from 50 feet to 25 feet and side setback from 15 feet to 13.44 feet due to constraints of the lot size and configuration. Parking for the site requires one space per 350 square feet of gross floor area. A total of 13 parking spaces are required and 21 spaces have been provided to include one handicap accessible space.

Access to the site will be directly from Malloy Street with the proposal of one new curb cut. Driveway permits are required and subject to NCDOT approval. Interconnectivity has not been shown due to the configuration of the proposed office building and constraints of the lot size. The applicant is requesting a modification of the interconnectivity requirement.

Exterior 5 ft. sidewalks have been shown along Malloy Street and a 6.5 ft. wide interior sidewalk is being proposed along the front elevation of the building. City water and sewer are available to serve the subject property. City Engineering will require approval of grading and drainage plans prior to issuance of any building permits. Street trees have been provided along Malloy Street with a combination of existing vegetation and the installation of Maple trees. Type A 5' landscape buffers have been provided along the eastern and northern property lines. The applicant intends to preserve existing trees within the required buffers and supplement buffer plantings with evergreen shrubs. If existing vegetation does not meet the landscape buffer requirements the applicant will incorporate new plantings to meet the full intent of the landscape ordinance.

Vehicular surface area landscape requirements have been met per the requirements of the City's Unified Development Ordinance and 0.17 acres of the site will remain undisturbed which consists of existing pine trees.

Dumpster location has been shown on the site plan and staff will work with the applicant to ensure the dumpster is appropriately screened from off-site views and proper access is provided to the dumpster.

Building elevations have been submitted and indicate the proposed building will be constructed of brick veneer and split face block with an asphalt shingled roof.

At their meeting held on August 27, 2018, the Planning Commission recommended approval of the site and landscape plans with the requested modifications.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site, landscape and building elevation plans for the Malloy Street Offices with the following modifications:

1. Interconnectivity;
2. Front yard setback from 50 ft. to 25 ft.;
3. Side yard setback from 15 ft. to 13.44 ft.; and
4. Type A landscape buffer. Consent Agenda Approval.
Broadaway/Stevens (6 Ayes)

End of Consent Agenda.

City Manager's Report. Mr. Scott Stevens stated it has been an honor to be here.

Mayor and Councilmembers' Reports and Recommendations.

Councilmember Aycock stated no comment.

Mayor Pro Tem Ham stated he would like to express his appreciation to Mr. Scott Stevens for the professionalism he showed. Mayor Pro Tem Ham wished him the best of luck.

Councilmember Stevens stated thank you Mr. Scott Stevens and best of luck in your future endeavors.

Councilmember Broadaway thanked Mr. Scott Stevens for his leadership and counsel. He stated Scott has been a great representative for the City of Goldsboro.

Councilmember Williams shared he was able to go to Dillard Academy and he thanked all the dads who came out for Doughnuts for Dads.

Mayor Allen stated he was not sure who would get him dressed since Scott is leaving or write my letters, tell me what I should or should not say. Randy you have some big shoes to fill. Mayor Allen reminded everyone school is back in session, please be careful riding around our city, a lot of kids are out and about. He shared information regarding back to school bashes by several members in the community, over a 1,000 book bags were given away. Center Street Jam is on Thursday, Beak Week is going on with events on Saturday.

Mayor Allen shared his dad passed away and he would like to thank everyone for their calls and cards.

There being no further business, the meeting adjourned.

Chuck Allen
Mayor

Melissa Corser, MMC/NCCMC
City Clerk



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2018-61

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY RONNIE BARNES AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 20 YEARS

WHEREAS, Ronnie Barnes retires on October 1, 2018 as a Senior Firefighter with the Goldsboro Fire Department of the City of Goldsboro with more than 20 years of service; and

WHEREAS, Ronnie began his career on July 29, 1998 as a Firefighter with the Goldsboro Fire Department in the City of Goldsboro; and

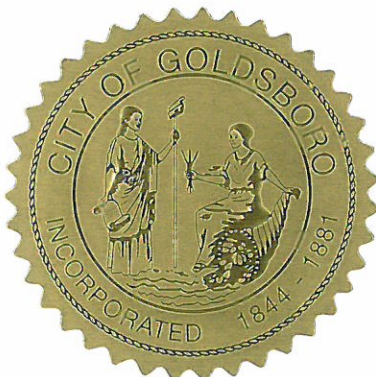
WHEREAS, on June 24, 2015, Ronnie's position was designated as a Senior Firefighter with the Goldsboro Fire Department where he has served until his retirement; and

WHEREAS, Ronnie has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Ronnie Barnes their deep appreciation and gratitude for the service rendered by him to the City over the years.

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

1. We express our deep appreciation and gratitude for the dedicated service rendered during Ronnie's tenure with the City of Goldsboro.
2. We offer Ronnie our very best wishes for success, happiness, prosperity and good health in his future endeavors.
3. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 1st day of October, 2018.




Chuck Allen, Mayor

RESOLUTION NO. 2018-61

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AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 20 YEARS**

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City Attorney

Interim City Manager

CITY OF GOLDSBORO

AGENDA MEMORANDUM

OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
Contiguous Annexation Request – The Three J’s –
North side of US 70 East between North Oak Forest
Road and East Ash Street Extension (9.74 Acres)

BACKGROUND: The City Council, at their meeting on August 20, 2018,
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. Due to the recent
hurricane, the Council’s meeting of September 17,
2018 was cancelled and the public hearing was
rescheduled to October 1, 2018.

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

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

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

RECOMMENDATION: By motion, after the public hearing, adopt the
attached Ordinance annexing The Three J’s Property
effective October 31, 2018.

Date: 09/25/18


Planning Director

Date: _____

City Manager

ANNEXATION REPORT
The Three J's Property
(CONTIGUOUS)

Property Description

- a. Location: The area being considered for annexation is located on the north side of US 70 East between North Oak Forest Road and East Ash Street Extension.
- b. Population: The site is currently vacant. Development plans have been approved for the operation of a car dealership.
- c. Acreage: 9.74 acres
- d. Zoning: The property is currently zoned General Business Conditional District and limited to the use as a car dealership. Adjoining properties are zoned as follows:

North:	Industrial and Business Park-1
South:	Shopping Center and General Business
East:	Industrial and Business Park-1
West:	I-2, General Business and R-16 Residential

2. Engineering Description

The Three J's Property

Tract One: BEGINNING at a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), said beginning point being the most Southwestern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry, and said beginning point having N. C. Grid Coordinates: N = 590,148.8394, E = 2,319,289.7127 "NAD 83"; thence from the beginning leaving the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), with the line of the property of The Three J's Inc., and with the center of a ditch, the following bearings and distances: N. 61° 46' 46" E. 357.71 feet, N. 58° 46' 40" E. 129.96 feet, N. 57° 13' 36" E. 113.87 feet, N. 57° 46' 38" E. 110.57 feet, N. 56° 20' 54" E. 88.23 feet, N. 56° 54' 23" E. 32.00 feet to a point in the center of the ditch on the Western right of way of a 60-foot Easement for the purpose of ingress, egress and regress, the most Southeastern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry; thence leaving the center of the ditch, with the Western edge of a 60-foot Easement for the purpose of ingress, egress and regress, along a curve to the right having a radius of 1,025.26 feet, an arc distance of 88.79 feet (a chord), S. 17° 04' 34" E. 88.76 feet to an iron rod; thence with the Western edge of the 60-foot Easement, S. 14° 35' 43" E. 408.92 feet to an iron rod; thence leaving the Western edge of the 60-foot Easement for the purpose of ingress, egress and regress, S. 74° 55' 02" W. 801.00 feet to an iron rod on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street); thence with said road right of way, N. 15° 04' 58" W. 275.00 feet to a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), the most Southwestern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne

County Registry, the point of beginning containing 303,334 Square Feet or 6.964 Acres more or less.

Tract Two: BEGINNING at an iron rod, said beginning point being the most Southwestern corner of the property of Lynlu Investments LLC as shown by deed recorded in Deed Book 3331, Page 461 in the Wayne County Registry, and said beginning point having N. C. Grid Coordinates: N = 591,032.7348, E = 2,319,784.5480 "NAD 83"; thence from the beginning with the Eastern edge of a 60-foot Easement for the purpose of ingress, egress and regress, S. 25° 25' 19" E. 296.98 feet to an iron rod; thence with the Eastern edge of the 60-foot Easement, along a curve to the right having a radius of 1,085.26 feet, an arc distance of 96.67 feet (a chord), S. 22° 52' 13" E. 96.63 feet to a point in the center of a ditch; thence leaving the Eastern edge of the 60-foot Easement for the purpose of ingress, egress and regress, with the center of a ditch, the following bearings and distances: N. 56° 54' 23" E. 8.73 feet, N. 58° 43' 56" E. 99.83 feet, N. 62° 42' 54" E. 109.70 feet, N. 64° 38' 04" E. 124.22 feet to a point in the center of a ditch, the most Southwestern corner of the property of the Wayne County Development Alliance, Inc. as shown by deed recorded in Deed Book 3280, Page 376 in the Wayne County Registry; thence leaving the ditch, with the line of the property of the Wayne County Development Alliance, Inc., N. 25° 25' 19" W. 329.44 feet to an iron rod, the most Southeastern corner of the property of Lynlu Investments LLC as shown by deed recorded in Deed Book 3331, Page 461 in the Wayne County Registry; thence leaving the line of the property of the Wayne County Development Alliance, Inc., with the line of the property of Lynlu Investments LLC, S. 72° 53' 16" W. 163.07 feet to an iron rod; thence continuing and with the line of the property of Lynlu Investments LLC, S. 72° 53' 16" W. 178.04 feet to an iron rod on the Eastern edge of a 60-foot Easement for the purpose of ingress, egress and regress, the most Southwestern corner of the property of Lynlu Investments LLC as shown by deed recorded in Deed Book 3331, Page 461 in the Wayne County Registry, the point of beginning containing 120,733 Square Feet or 2.772 Acres more or less.

3. Qualifications

- a. The area proposed to be annexed will meet the requirements of G. S. 160A-31(f):

Annexation by Petition: The area is adjacent and contiguous to the City boundaries on its western and southern boundaries.

4. Plans for Extension of Municipal Services

- a. Fire Protection: Fire protection for the property requested for annexation will be provided by existing City personnel and equipment.
- b. Police Protection: Police protection to the subject property can be provided by existing City personnel and equipment.
- c. Refuse Collection: The City will be able to provide commercial refuse service to this site upon request.
- d. Street Construction and Maintenance: No street section is included within the petition for annexation.

- e. Water and Sewer Service: City sewer service is available and the developer will be required to extend water lines to serve the site.
- f. Estimated Revenues: The subject parcels were only recently subdivided and new tax values are not available at this time. However, based on adjacent property values which were vacant at time of previous annexation, it is anticipated that the following revenue will result prior to any development taking place on the subject property.

$$9.74 \text{ acres} \times \$87,710 \text{ per acre} = \$854,295 / \$100 \text{ valuation} =$$
$$\$8,543 \times \$0.65 \text{ City tax rate} = \$5,552$$
- g. Estimated Payments to Volunteer Fire Department: It is not anticipated that the proportionate share payment will be greater than \$100 per year, therefore, no VFD payment will be required.

5. Voting District

The City changed its method of electing Councilmembers on February 2, 1987 and divided the City into six voting districts. It is customary to add a newly-annexed area to the nearest voting district. With the adoption and approval of revised Electoral District maps in 2010, this area, if annexed, will be added to **District No. 2** unless the City Council instructs staff to include this area in another district.

ORDINANCE NO. 2018 -

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

WHEREAS, after notice duly given in compliance with the pertinent provisions of Section 31, of Chapter 160A of the General Statutes of North Carolina, a public hearing was held before the City Council of the City of Goldsboro, North Carolina, at a rescheduled meeting held in the City Hall in Goldsboro on Monday, October 1, 2018 relative to the annexation of the contiguous real property hereinafter described to the City of Goldsboro; and

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

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

WHEREAS, as a result of said annexation, it is necessary to modify the boundaries of the six (6) single-member electoral districts of the City of Goldsboro as shown on a map entitled "Official Election District Boundaries" dated July 15, 2002 and to amend said map as hereinafter set forth; and

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

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

The Three J's Property

Tract One: BEGINNING at a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), said beginning point being the most Southwestern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry, and said beginning point having N. C. Grid Coordinates: N = 590,148.8394, E = 2,319,289.7127 "NAD 83"; thence from the beginning leaving the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), with the line of the property of The Three J's Inc., and with the center of a ditch, the following bearings and distances: N. 61° 46' 46" E. 357.71 feet, N. 58° 46' 40" E. 129.96 feet, N. 57° 13' 36" E. 113.87 feet, N. 57° 46' 38" E. 110.57 feet, N. 56° 20' 54" E. 88.23 feet, N. 56° 54' 23" E. 32.00 feet to a point in the center of the ditch on the Western right of way of a 60-foot Easement for the purpose of ingress, egress and regress, the most Southeastern corner of the property of The

Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry; thence leaving the center of the ditch, with the Western edge of a 60-foot Easement for the purpose of ingress, egress and regress, along a curve to the right having a radius of 1,025.26 feet, an arc distance of 88.79 feet (a chord), S. 17° 04' 34" E. 88.76 feet to an iron rod; thence with the Western edge of the 60-foot Easement, S. 14° 35' 43" E. 408.92 feet to an iron rod; thence leaving the Western edge of the 60-foot Easement for the purpose of ingress, egress and regress, S. 74° 55' 02" W. 801.00 feet to an iron rod on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street); thence with said road right of way, N. 15° 04' 58" W. 275.00 feet to a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), the most Southwestern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry, the point of beginning containing 303,334 Square Feet or 6.964 Acres more or less.

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BE IT FURTHER ORDAINED THAT:

1. The annexed area herein above identified be added to and become a part of Electoral District 2; and
2. The boundaries of the six single-member electoral districts shall be modified and changed as shown on a map entitled "Official Election District Boundaries Map" dated July 15, 2002; and
3. The Director of Planning is directed to prepare an official map showing the district boundaries and to file a copy of the official map in the Office of the City Clerk as required by G. S. 160A-22 and G. S. 160A-23. Further, the City Clerk shall forward a copy of the official map to the Wayne County Board of Elections; and

4. The effective date of annexation for the property under consideration is **October 31, 2018.**
5. This Ordinance is adopted this _____ day of _____, 2018.

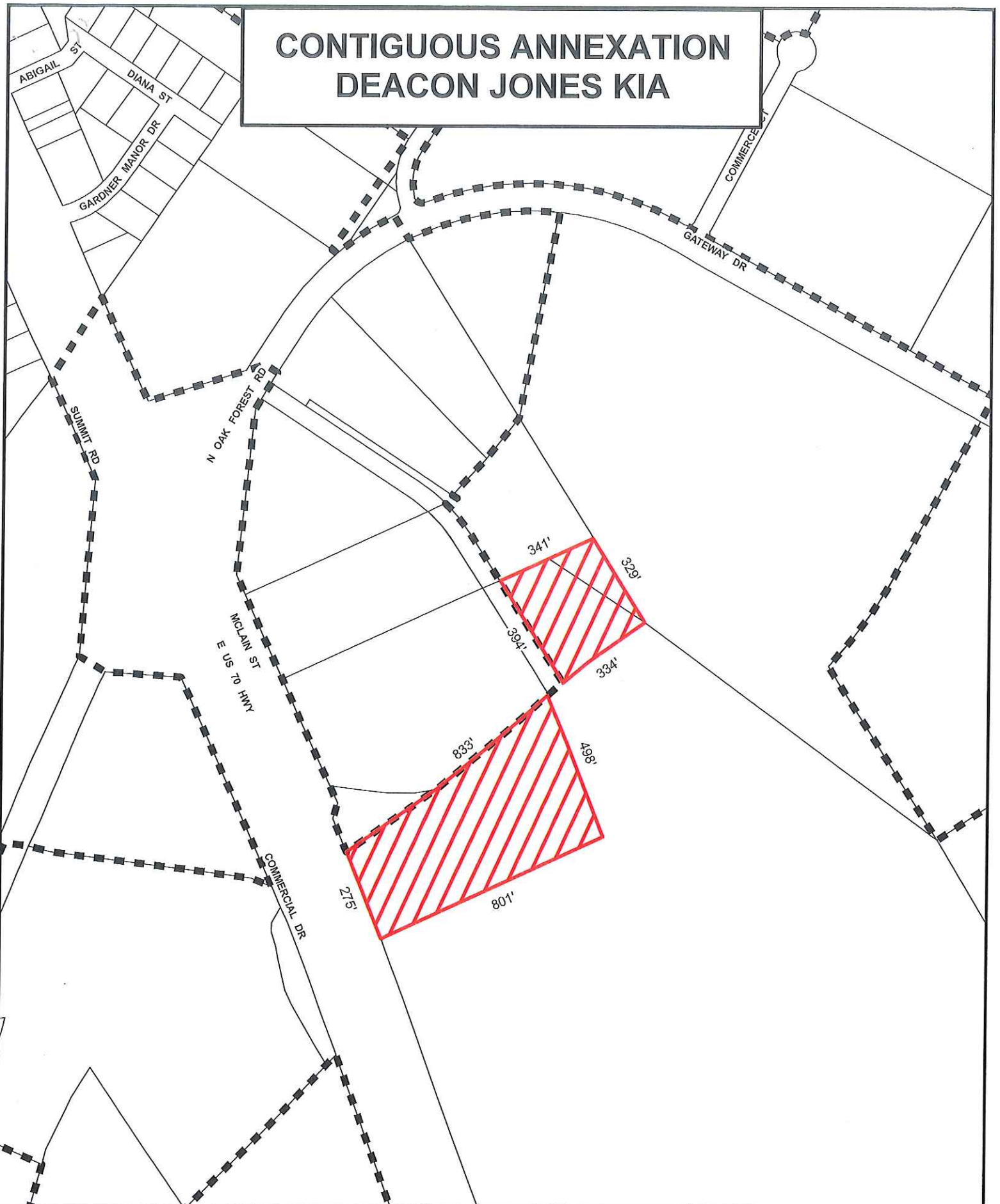
Approved as to Form Only:

Reviewed by:

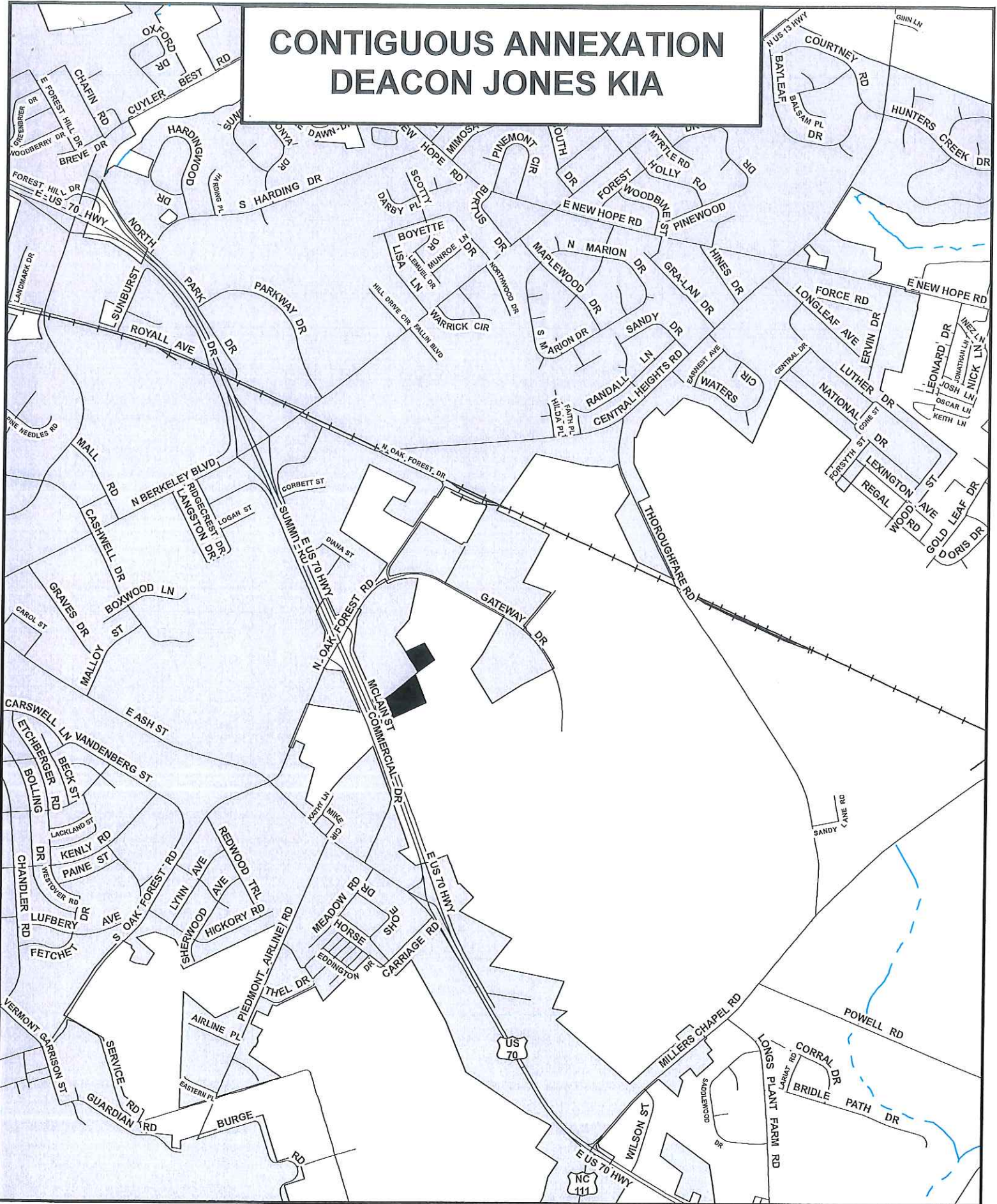
City Attorney

City Manager

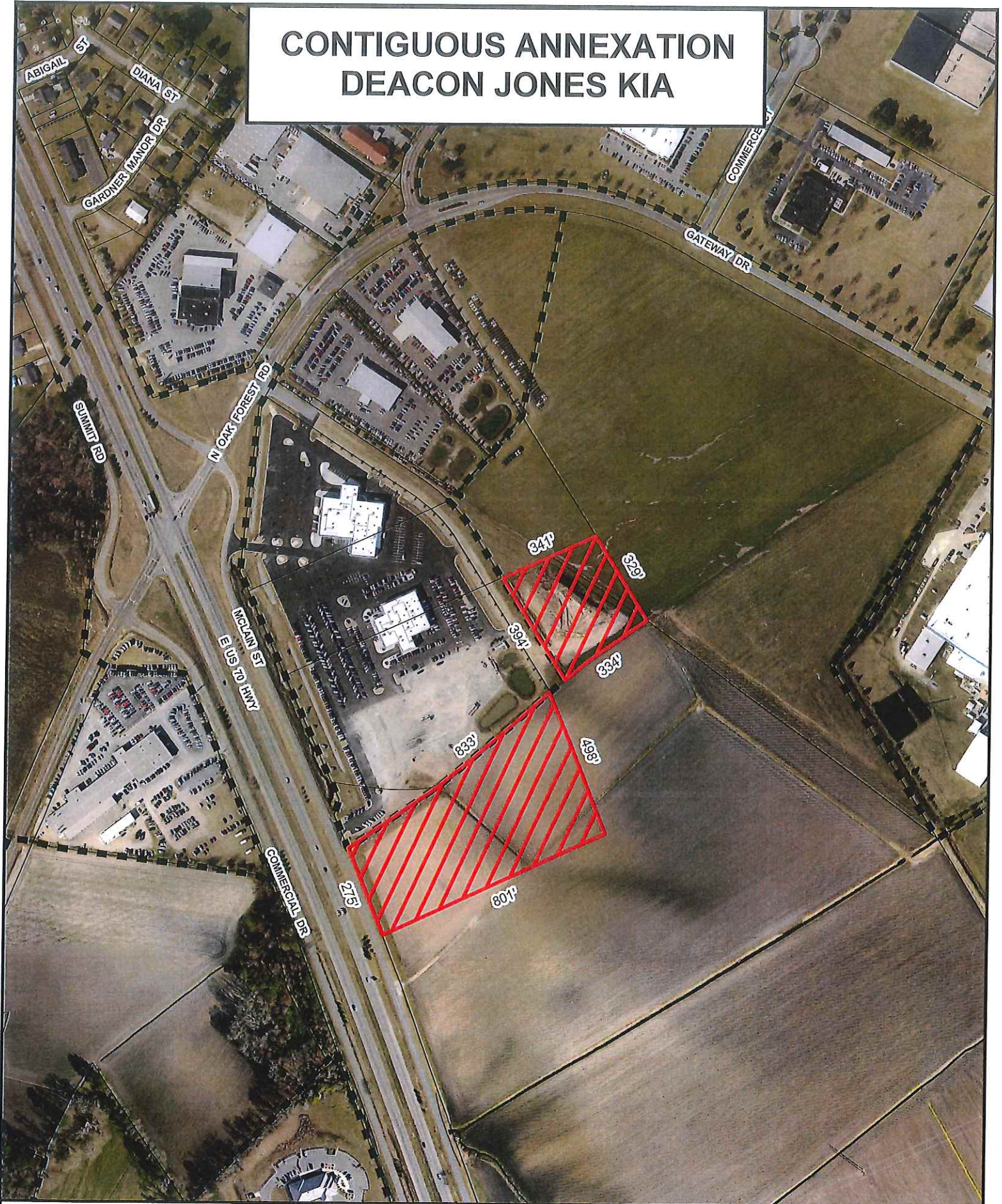
CONTIGUOUS ANNEXATION DEACON JONES KIA



CONTIGUOUS ANNEXATION DEACON JONES KIA



CONTIGUOUS ANNEXATION DEACON JONES KIA



CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: S-11-05 FLO-D, LLC (Preliminary Subdivision Plat)

BACKGROUND: The property is located on the north side of Fedelon Trail between Salem Church Road and North William Street.

Total Area: 27.95 acres
Total Lots: 2

Lot No. 1: 2.0 acres
Lot No. 2: 25.95 acres

Zoning: R-20 Residential and Watershed Overlay

On July 30, 2007, City Council approved a final plat for Section 6 of Spring Garden Subdivision which terminates at the lots included within the current subdivision known as Flo-D, LLC. Access for both of the lots included within the subdivision would be from the terminus of Granville Drive.

DISCUSSION: The owner of the subject property proposes dividing the land into two lots, one of which is to be sold for residential development. The remaining Lot No. 2 is not proposed for development or sale at this time, however, the purchaser of Lot No. 1 has expressed a possible interest in its future purchase.

The City's UDO requires the installation of a permanent cul-de-sac at the terminus of Granville Drive. With the uncertainty as to future development, the owner has requested a modification of this requirement for up to a three-year period.

The property is currently vacant and not located within a Special Flood Hazard Area. The property abuts the city limits along its southern property line and is within the City's Extraterritorial Jurisdiction.

Both lots in the subdivision can be served by City water. City sewer is not available. Wayne County Environmental Health will evaluate lots for septic suitability and on-site wastewater systems.

The Planning Commission, at their meeting held on September 24, 2018 recommended approval of the subdivision plat with a modification of the cul-de-sac requirement at the end of Granville Drive for a three-year period.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and approve the two-lot preliminary subdivision plat with a modification of the cul-de-sac requirement at the end of Granville Drive for a three-year period.

Date: 09/25/18

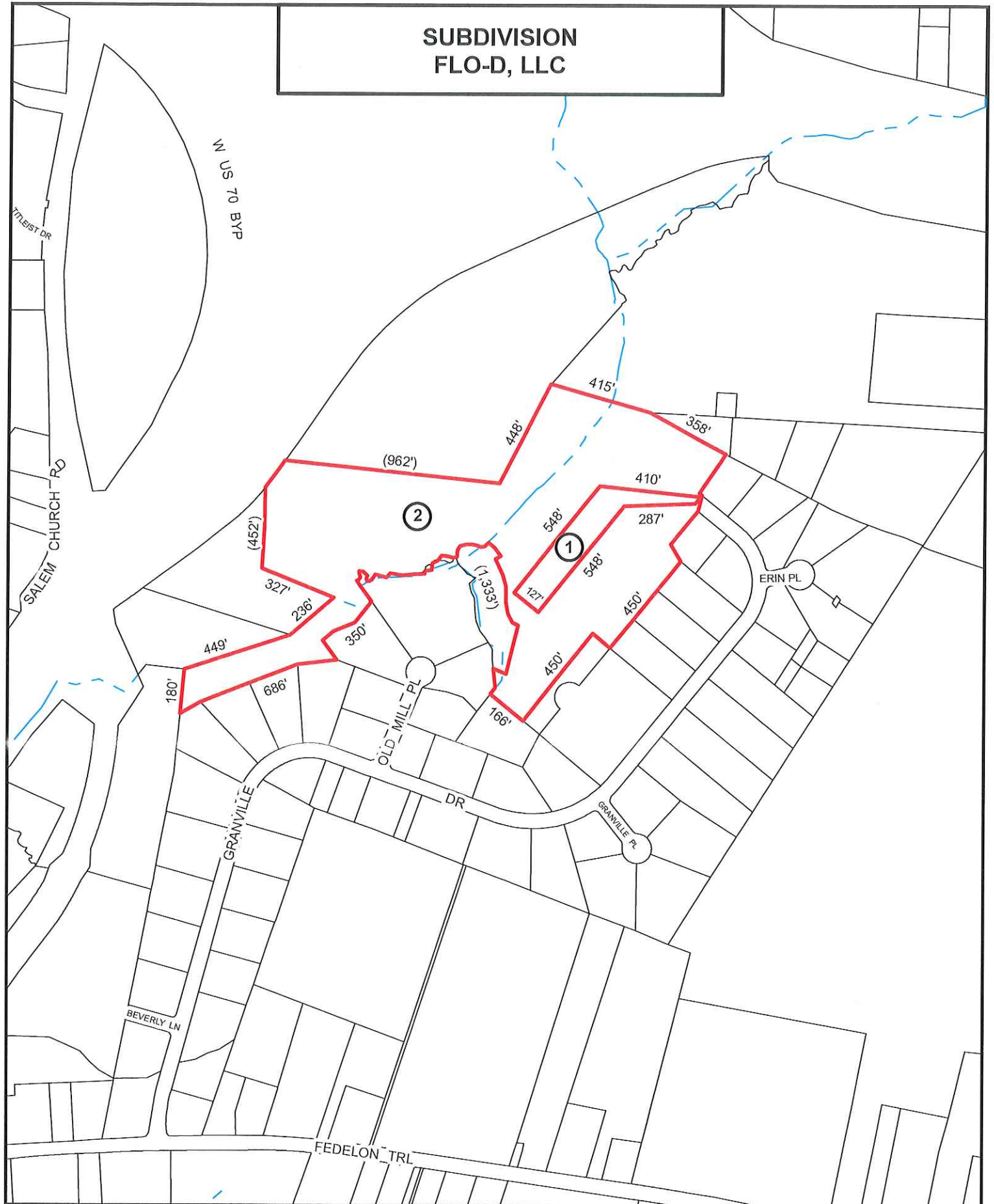

Planning Director

Date: _____

City Manager

ssj

**SUBDIVISION
FLO-D, LLC**



SUBDIVISION
FLO-D, LLC





PROPERTY ZONED R-20 (CITY OF COLLETSBORO)

MINIMUM SETBACK REQUIREMENTS

FRONT = 25 FEET

REAR = 25 FEET

CORNER = 40 FEET

MAXIMUM HEIGHT = 25 FEET

PROPERTY ZONED GENERAL BUSINESS (GB)

MINIMUM SETBACK REQUIREMENTS

FRONT = 20 FEET

REAR = 20 FEET

CORNER = 15 FEET

AREA LOT NO. 1 = 2.008 ACRES

AREA LOT NO. 2 = 25.559 ACRES

AREA LOT NO. 3 = 1.197 ACRES

TAX PARCEL 06 3601 00 3371

REFERENCE DEED BOOK 2524 PAGE 130

ACRESAGE IN TOTAL TRACT = 27.667 ACRES

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ACRESAGE IN TOTAL TRACT = 27.667 ACRES



SCALE 1" = 100'

PRELIMINARY PLAN

STONEY CREEK TOWNSHIP

WAYNE COUNTY, N.C.

FLOOD, LLC

P.O. BOX 10028, COLLETSBORO, NORTH CAROLINA 27332

CONTACT: BOB LOGAN 919-230-1494 bob@floodllc.com

DATE: 03-25-2018

BY: [Signature]

PROJECT NO: 180327

SHEET 1 OF 1

* PRELIMINARY PLAT - NOT FOR RECORDATION, CONVEYANCES OR SALES *

REVISION

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE

DATE



B. R. KORMEGAY, INC.

LAND SURVEYING - ENGINEERING - PLANNING

1300 East Main Street

Greensboro, N.C. 27402

Phone: (336) 733-2888 Fax: (336) 733-2823

www.brkormegay.com

Professional Engineer

License No. 180327

State of North Carolina

Expiration Date: 03-25-2021

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: S-3-17 Sasser Home Builders, Inc. (Cypress Ridge Subdivision; Preliminary Plat, Section 2)

BACKGROUND: The property is located on the south side of Princess Drive between Barden Scott Lane and Hillside Drive.

Total Area: 23.13 acres
Total Lots: 43
Zoning: R-16 Residential

On June 5, 2017, Goldsboro City Council approved a 15-lot preliminary subdivision plat for Section 1 of Cypress Ridge Subdivision.

DISCUSSION: The owner of the property now intends to divide the remaining tract into 43 lots. The owner intends to sell lots for single-family residential construction.

The subdivision plat includes the dedication of two new 60 ft. wide streets to be known as Avalor Drive and Arendale Drive.

The property is located outside the city limits and within the one-mile extraterritorial jurisdiction.

The property is currently vacant and not located within a Special Flood Hazard Area.

City water and sewer are not available to serve the proposed subdivision.

All lots will be provided water by Fork Sanitary District. Wayne County Environmental Health will evaluate lots for septic suitability and on-site wastewater systems.

Owner is requesting a modification of the City's curb and gutter requirement as well as the City's requirement to provide sidewalks within the subdivision as was approved in Section 1.

Due to an existing ditch, a modification of the cul-de-sac requirement at the end of Hillside Drive has been requested. The right-of-way will extend to the property line to allow for future connection when development of that property is proposed.

All necessary engineering-related street and stormwater requirements will have to be met prior to approval of any final plat for lots in the future.

The Planning Commission, at their meeting held on September 24, 2018 recommended approval of the preliminary plat subject to completion of all engineering-related requirements and with modifications of curb and gutter, sidewalks and cul-de-sac on Hillside Drive.

RECOMMENDATION:

By motion, accept the recommendation of the Planning Commission and approve the 43-lot preliminary subdivision plat subject to completion of all engineering requirements and with the following modifications:

1. Curb and gutter;
2. Installation of sidewalks or fee in lieu of sidewalks;
and
3. Cul-de-sac requirement at the end of Hillside Drive.

Date: 09/25/18

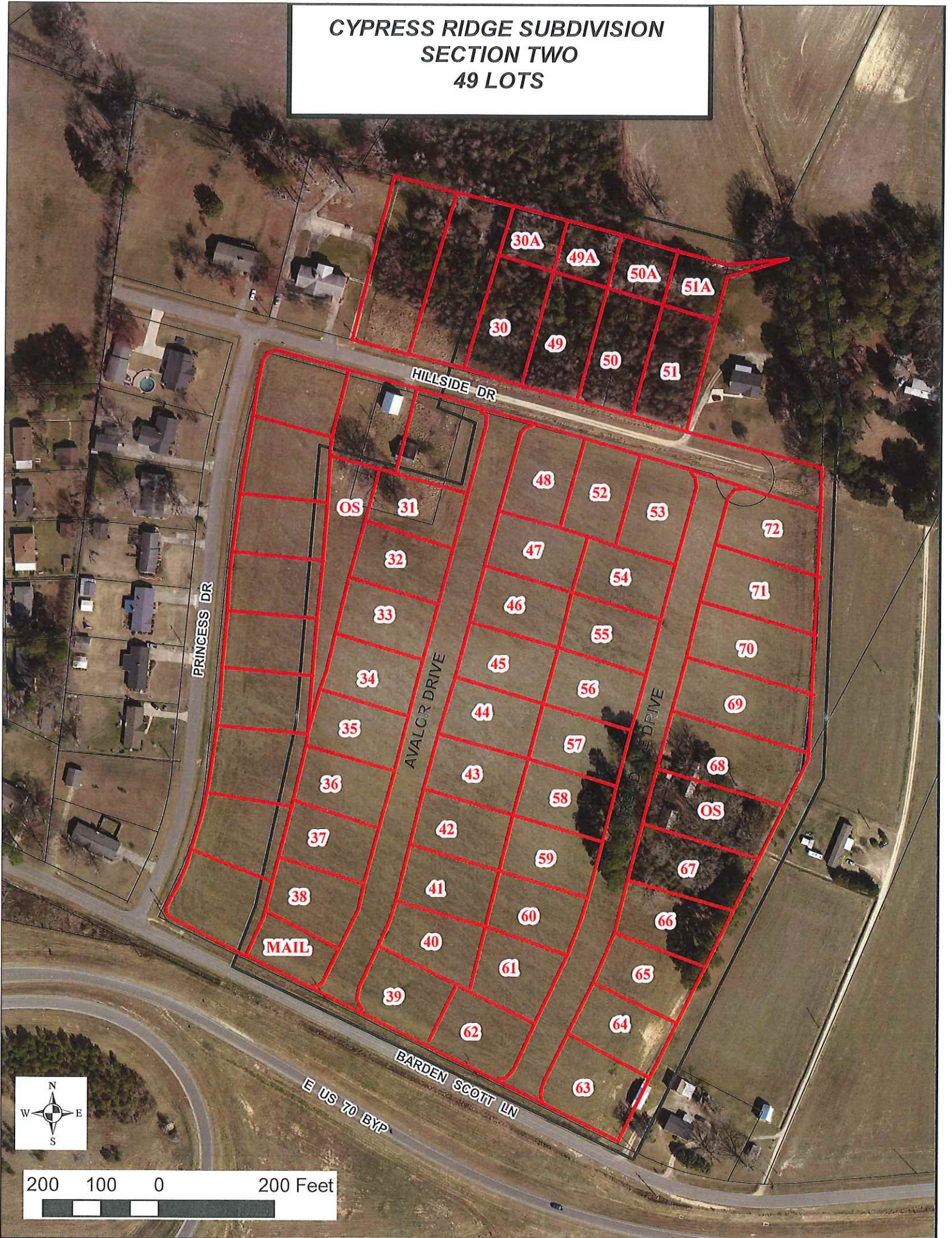

Planning Director

Date: _____

City Manager

ssj

**CYPRESS RIDGE SUBDIVISION
SECTION TWO
49 LOTS**



**CYPRESS RIDGE SUBDIVISION
SECTION TWO
49 LOTS**



200 100 0 200 Feet

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: S-7-87 Linwood and Rhonda Underhill (Briarheath Subdivision; Revision of Lot 50 of Section 1)

BACKGROUND: The property is located on the north side of Country Day Road between Isaac Drive and Wayne Memorial Drive.

Total Area: 2.68 acres
Total Lots: 4

Lot No. 1: 0.500 acres
Lot No. 2: 0.546 acres
Lot No. 3: 0.932 acres
Lot No. 4: 0.202 acres

Zoning: R-16 Residential

On January 22, 1988, City Council approved a final plat for Section 1 of Briarheath Subdivision consisting of 50 lots for residential development.

DISCUSSION: The subject property (Lot 50) has been proposed for division into four lots. The owner intends to sell Lot Nos. 1-3 for single-family construction and Lot No. 4 as additional acreage for adjacent property owners.

The property is currently vacant and not located within a Special Flood Hazard Area.

The proposed subdivision is serviced by City water and sewer.

The Planning Commission, at their meeting held on September 24, 2018 recommended approval of the subdivision plat.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and approve the four-lot preliminary subdivision plat for Lot 50 of Briarheath Section 1.

Date: 09/25/18

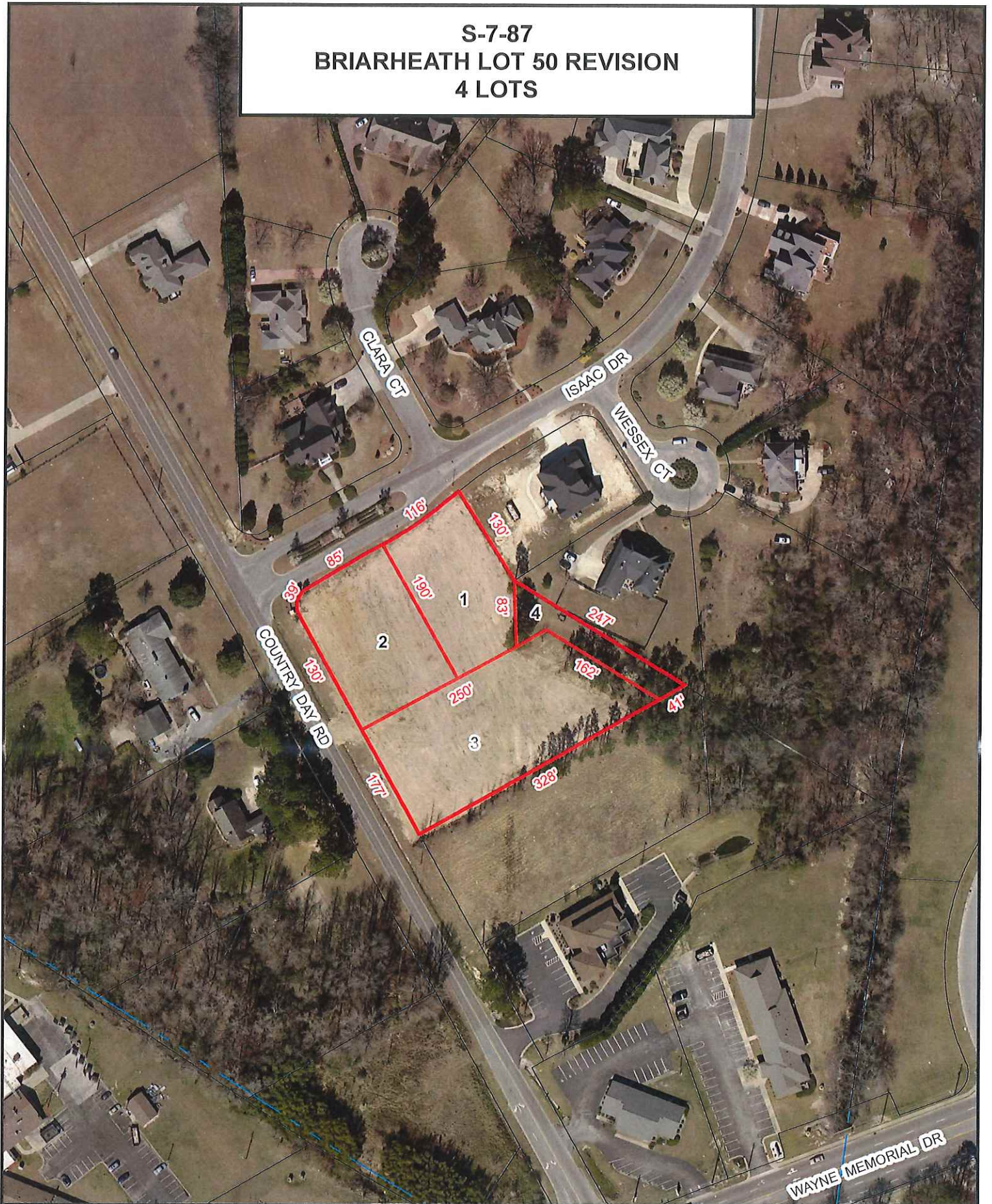

Planning Director

Date: _____

City Manager

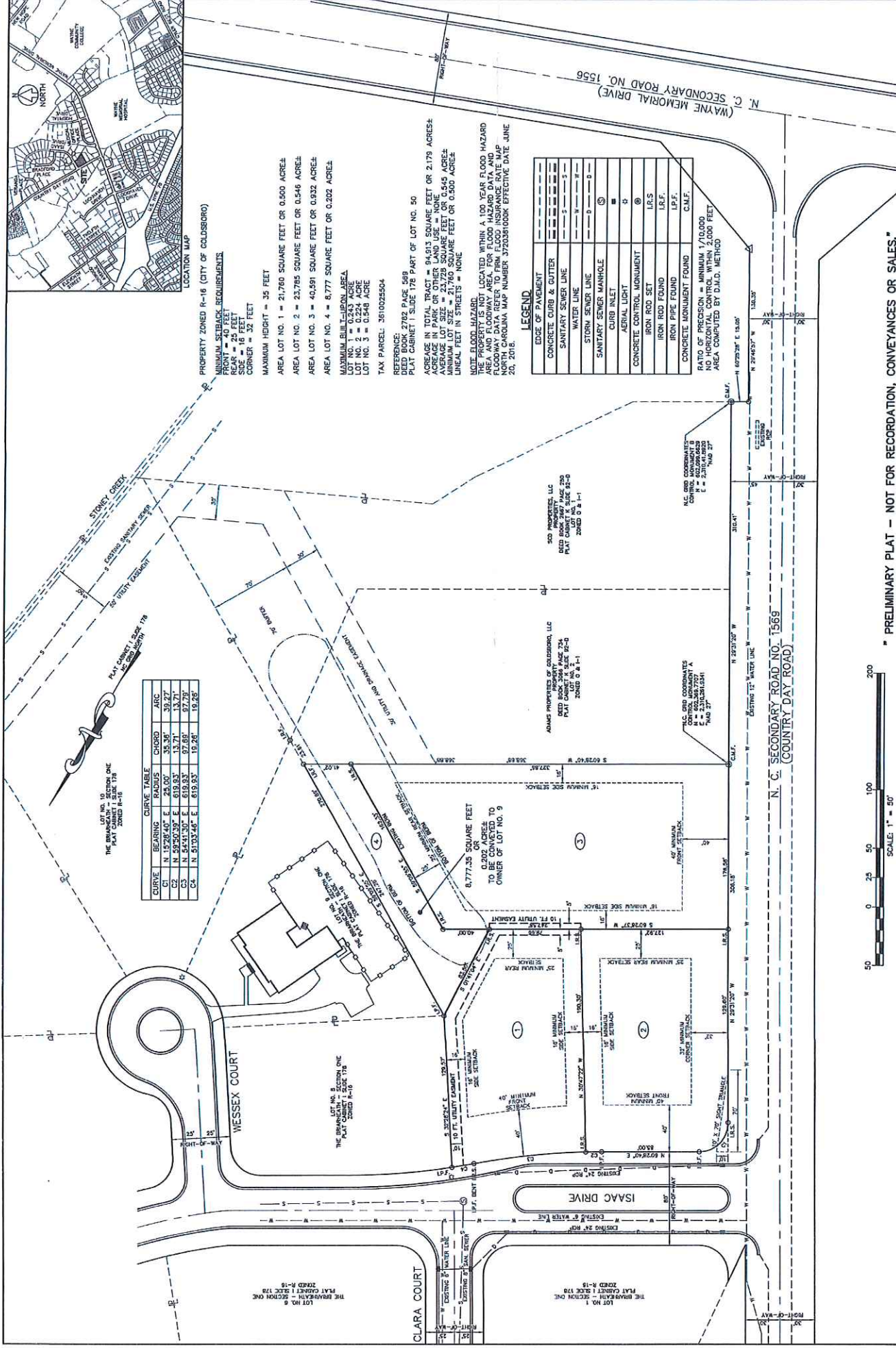
ssj

S-7-87
BRIARHEATH LOT 50 REVISION
4 LOTS



**S-7-87
BRIARHEATH LOT 50 REVISION
4 LOTS**





LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

CURVE	BEARING	RADIUS	CHORD	ARC
C1	N 15°28'40" E	25.00'	35.36'	39.27'
C2	N 52°50'32" E	619.53'	13.71'	13.71'
C3	N 54°41'30" E	619.53'	97.69'	97.73'
C4	N 51°03'48" E	619.53'	19.28'	19.28'

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
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ZONED R-16

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ZONED R-16

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ZONED R-16

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ZONED R-16

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PLAT CUMBER 1 SIDE 178
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THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16

LOT NO. 10
THE BRIARHEATH - SECTION ONE
PLAT CUMBER 1 SIDE 178
ZONED R-16



B. R. KORNEGAY, INC.
LAND SURVEYING • ENGINEERING • PLANNING
License Number: F-1054
300 East Walnut Street
Goldsboro, N.C. 27530
(919) 735-5886 Fax (919) 580-0053



THE BRIARHEATH - SECTION ONE
THE BRIARHEATH - SECTION ONE
STONEY CREEK TOWNSHIP
WAYNE COUNTY, N.C.

PRELIMINARY PLAN
REVISION OF LOT NO. 50
THE BRIARHEATH - SECTION ONE
STONEY CREEK TOWNSHIP
WAYNE COUNTY, N.C.

PROPERTY OF
RHONDA A. UNDERHILL
AND HUSBAND
LINWOOD D. UNDERHILL
202 SOUTH COTTONWOOD DRIVE
GOLDSBORO, NORTH CAROLINA 27530-9178

DRAWN BY: TSB
DESIGNED BY: BRK
DATE: 8-22-2018
SCALE: 1" = 50'

PRELIMINARY PLAT - NOT FOR RECORDATION, CONVEYANCES OR SALES.

SHEET: 1
OF: 1
WORK ORDER: 180312
CADD DWG: 180312

2150

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: Professional Engineering Services for Water System
Improvements – Amendment No. 1

BACKGROUND: The City of Goldsboro was awarded a \$3,610,000 DWSRF loan from the NC Division of Water Infrastructure in March 2018 to undertake water system improvements in the City.

The City entered into a \$30,000 engineering agreement with The Wooten Company on April 16, 2018 for the DWSRF Water System Preliminary Engineering Report and Environmental Information Report for the replacement of approximately 17,800 LF of 6 through 10-inch line along Salem Church Road, Ash Street, Slocumb Street, and Elm Street of the City's distribution system.

DISCUSSION: Additional services authorized by Amendment No. 1 will include Field Survey, Engineering Design, Permitting, and Bidding for water system improvements detailed in the preliminary report.

Summary of Fees

Field Survey	\$ 18,500
Preliminary Engineering Design	37,000
Final Plans, Specifications, and Permitting	55,500
Final Plans and Specifications to Funding Agency	55,500
Funding Agency Approval	18,500
Bidding and Negotiating	<u>2,500</u>

Total Amendment No. 1 for Water \$187,500

We have reviewed the financing of this project with the Finance Director and determined that the operating budget for the 2018-19 Fiscal Year does not contain sufficient monies to authorize Amendment No. 1 to this engineering agreement. A budget ordinance and reimbursement resolution is required for the financing of this project.

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

1. Adopt the attached Budget Ordinance appropriating \$187,500 from the unassigned fund balance of the Utility Fund.

2. Since the water projects will not be finalized until February 3, 2020, it is necessary that the attached reimbursement resolution be adopted declaring the City's intent to use those funds for repayment to the City.
3. Adopt the attached Resolution authorizing the Mayor to execute Amendment No. 1 to the Professional Services Agreement for water system improvements for an amount not to exceed \$187,500 with The Wooten Company.

Date: _____
Guy M. Anderson, P. E., City Engineer

Date: _____
Randy Guthrie, Interim City Manager

ORDINANCE NO. 2018-

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2018-2019 FISCAL YEAR

WHEREAS, the City of Goldsboro wishes to undertake water system improvements; and

WHEREAS, the City of Goldsboro recommends The Wooten Company for the professional engineering services for these projects; and

WHEREAS, the cost for field survey, preliminary engineering design, final plans, specifications, and permitting, final plans and specifications to funding agency, funding agency approval, and bidding and negotiating is not to exceed \$187,500; and

WHEREAS, since the current fiscal year's budget does not contain sufficient monies to meet these obligations, the City of Goldsboro needs to appropriate \$187,500 from the Utility Fund; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro that the Budget Ordinance for the Fiscal Year 2018-19 be amended by:

1. Decreasing the Unappropriated Fund Balance of the Utility Fund in the amount of \$187,500.
2. Increasing the line item entitled "Consultant Fees" (61-4178-1991) in the amount of \$187,500 in the Utility Capital Projects Division.
3. This Ordinance shall be in full force and effect from and after the _____ day of _____ 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLDSBORO,
NORTH CAROLINA DECLARING ITS INTENTION TO REIMBURSE THE
CITY OF GOLDSBORO, NORTH CAROLINA FROM THE PROCEEDS OF
THE FINANCING FOR THE WATER SYSTEM IMPROVEMENTS

WHEREAS, the City of Goldsboro, North Carolina (the "Issuer") is a political subdivision organize and existing under the laws of the State of North Carolina; and

WHEREAS, the Issuer will pay monies for the Water System Improvements; and

WHEREAS, the City Council of the Issuer has determined that these monies being advanced to that date hereof are available only for a temporary period and it is necessary to reimburse the Issuer for the expenditures from the proceeds of the installment financing;

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

1. The City Council hereby declares the Issuer's intent to reimburse the Issuer with the proceeds of the installment financing for the expenditures with respect to the Water System Improvements in the amount of \$187,500.
2. Each expenditure will be either (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of expenditure), (b) a cost of issuance with respect to the purchase, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Issuer so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Issuer.
3. The maximum principal amount of the installment purchase is expected to be approximately \$187,500.
4. The Issuer will make a reimbursement allocation, which is a written allocation by the Issuer that evidences the Issuer's use of funds to reimburse an expenditure, no later than 18 months after the later of the date on which the expenditure is paid or the project is placed in service or abandoned, but in no event more than three years after the date on which the expenditure is paid. The Issuer recognizes the exceptions are available for certain "preliminary expenditures", costs of issuance, certain de minimis amounts, expenditures by "small issuers", (base on the year of issuance and not the year of expenditure) and expenditures for construction project of at least five years.

This Resolution is effective upon its adoption this ____ day of _____, 2018.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

RESOLUTION NO. 2018-

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 1 TO
PROFESSIONAL ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY
AND THE WOOTEN COMPANY FOR WATER SYSTEM IMPROVEMENTS

WHEREAS, the City Council of the City of Goldsboro has determined that it is necessary and in the best public interest to undertake water system improvements; and

WHEREAS, the City Council of the City of Goldsboro desires to authorize Amendment No. 1 to Professional Engineering Services required for water system improvements based on the scope of services submitted by The Wooten Company;

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

1. The Mayor is hereby authorized and directed to execute Amendment No. 1 to Professional Engineering Services Agreement for an amount not to exceed \$187,500 with The Wooten Company for professional engineering services required for water system improvements.
2. This resolution shall be in full force and effect from and after this _____ day of _____, 2018.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: Professional Engineering Services for Wastewater System Improvements – Amendment No. 1

BACKGROUND: The City of Goldsboro was awarded a \$1,235,100 CWSRP loan from the NC Division of Water Infrastructure in March 2018 to undertake wastewater system improvements in the City.

The City entered into a \$20,000 engineering agreement with The Wooten Company on April 16, 2018 for the SRP Wastewater System Preliminary Engineering Report and Environmental Information Report for the rehabilitation of approximately 3,370 LF of 8-inch, 12-inch, and 36-inch gravity sewer including the Big Ditch Outfall, Carolina Street, and Cherry Hospital portion of the City's collection system. In addition, the project will include rehabilitation of 15 manholes and replacement of 25 services.

DISCUSSION: Additional services authorized by Amendment No. 1 will include Field Survey, Engineering Design, Permitting, and Bidding for wastewater system improvements detailed in the preliminary report.

Summary of Fees

Field Survey	\$ 6,000
Preliminary Engineering Design	12,000
Final Plans, Specifications, and Permitting	18,000
Final Plans and Specifications to	
Funding Agency	18,000
Funding Agency Approval	6,000
Bidding and Negotiating	<u>2,500</u>

Total Amendment No. 1 for Wastewater \$ 62,500

We have reviewed the financing of this project with the Finance Director and determined that the operating budget for the 2018-19 Fiscal Year does not contain sufficient monies to authorize Amendment No. 1 to this engineering agreement. A budget ordinance and reimbursement resolution is required for the financing of this project.

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

1. Adopt the attached Budget Ordinance appropriating \$62,500 from the unassigned fund balance of the Utility Fund.
2. Since the wastewater projects will not be finalized until February 3, 2020, it is necessary that the attached reimbursement resolution be adopted declaring the City's intent to use those funds for repayment to the City.
3. Adopt the attached Resolution authorizing the Mayor to execute Amendment No. 1 to the Professional Services Agreement for wastewater system improvements for an amount not to exceed \$62,500 with The Wooten Company.

Date: _____
Guy M. Anderson, P. E., City Engineer

Date: _____
Randy Guthrie, Interim City Manager

ORDINANCE NO. 2018-

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2018-2019 FISCAL YEAR

WHEREAS, the City of Goldsboro wishes to undertake wastewater system improvements; and

WHEREAS, the City of Goldsboro recommends The Wooten Company for the professional engineering services for these projects; and

WHEREAS, the cost for field survey, preliminary engineering design, final plans, specifications, and permitting, final plans and specifications to funding agency, funding agency approval, and bidding and negotiating is not to exceed \$62,500; and

WHEREAS, since the current fiscal year's budget does not contain sufficient monies to meet these obligations, the City of Goldsboro needs to appropriate \$62,500 from the Utility Fund; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro that the Budget Ordinance for the Fiscal Year 2018-19 be amended by:

1. Decreasing the Unappropriated Fund Balance of the Utility Fund in the amount of \$62,500.
2. Increasing the line item entitled "Consultant Fees" (61-4178-1991) in the amount of \$62,500 in the Utility Capital Projects Division.
3. This Ordinance shall be in full force and effect from and after the _____ day of _____ 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLDSBORO,
NORTH CAROLINA DECLARING ITS INTENTION TO REIMBURSE THE
CITY OF GOLDSBORO, NORTH CAROLINA FROM THE PROCEEDS OF
THE FINANCING FOR THE WASTEWATER SYSTEM IMPROVEMENTS

WHEREAS, the City of Goldsboro, North Carolina (the "Issuer") is a political subdivision organize and existing under the laws of the State of North Carolina; and

WHEREAS, the Issuer will pay monies for the Wastewater System Improvements; and

WHEREAS, the City Council of the Issuer has determined that these monies being advanced to that date hereof are available only for a temporary period and it is necessary to reimburse the Issuer for the expenditures from the proceeds of the installment financing;

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

1. The City Council hereby declares the Issuer's intent to reimburse the Issuer with the proceeds of the installment financing for the expenditures with respect to the Wastewater System Improvements in the amount of \$62,500.
2. Each expenditure will be either (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of expenditure), (b) a cost of issuance with respect to the purchase, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Issuer so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Issuer.
3. The maximum principal amount of the installment purchase is expected to be approximately \$62,500.
4. The Issuer will make a reimbursement allocation, which is a written allocation by the Issuer that evidences the Issuer's use of funds to reimburse an expenditure, no later than 18 months after the later of the date on which the expenditure is paid or the project is placed in service or abandoned, but in no event more than three years after the date on which the expenditure is paid. The Issuer recognizes the exceptions are available for certain "preliminary expenditures", costs of issuance, certain de minimis amounts, expenditures by "small issuers", (base on the year of issuance and not the year of expenditure) and expenditures for construction project of at least five years.

This Resolution is effective upon its adoption this ____ day of _____, 2018.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

RESOLUTION NO. 2018-

RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 1 TO
PROFESSIONAL ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY
AND THE WOOTEN COMPANY FOR WASTEWATER SYSTEM IMPROVEMENTS

WHEREAS, the City Council of the City of Goldsboro has determined that it is necessary and in the best public interest to undertake wastewater system improvements; and

WHEREAS, the City Council of the City of Goldsboro desires to authorize Amendment No. 1 to Professional Engineering Services required for wastewater system improvements based on the scope of services submitted by The Wooten Company;

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

1. The Mayor is hereby authorized and directed to execute Amendment No. 1 to Professional Engineering Services Agreement for an amount not to exceed \$62,500 with The Wooten Company for professional engineering services required for wastewater system improvements.
2. This resolution shall be in full force and effect from and after this _____ day of _____, 2018.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

- SUBJECT:** Budget Amendment – Contracting for Executive Search Services for the position of City Manager
- BACKGROUND:** As a result of the current City Manager’s retirement effective October 1, 2018 with his last day of work on September 14, 2018, the City Council had begun discussing options regarding how to proceed in hiring a new manager. The City has solicited several consultants for proposals to help Council recruit a new City Manager.
- DISCUSSION:** The Mercer Group is being recommended to assist Goldsboro with applicants for City Manager. The Mercer Group is familiar with Goldsboro and has facilitated with the recruitment of the last two managers. The contract proposal submitted by The Mercer Group reflects \$15,400 for professional services and expenses not to exceed \$1,500. Since funding is not available in the current fiscal year’s budget, the attached budget amendment in the amount of \$16,900 has been prepared for the Council’s consideration.
- RECOMMENDATION:** It is recommended that:
1. The attached Budget Ordinance be adopted in the amount of \$16,900.
 2. The Mayor and City Clerk are hereby authorized to execute a contract with The Mercer Group in an amount not to exceed \$16,900.

Date: _____
Kaye Scott, Finance Director

Date: _____
Randy Guthrie, Interim City Manager

ORDINANCE NO. 2018-

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2018-19 FISCAL YEAR

WHEREAS, the current City Manager for the City of Goldsboro has announced his retirement effective October 1 2018; and

WHEREAS, Staff has recommended to hire The Mercer Group to conduct the executive search for the new manager for a contract total of \$16,900, which reflects \$15,400 in professional services and expenses not to exceed \$1,500; and

WHEREAS, since funds were not appropriated in the 2018-19 operating budget for these professional services, the City of Goldsboro needs to appropriate \$16,900 from the General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro that the Budget Ordinance for the Fiscal Year 2018-19 be amended by:

1. Decreasing the Unassigned Fund Balance of the General Fund in the amount of \$16,900.
2. Increasing the line item entitled "Consultant Fees" (11-1011-1991) in the City Council's budget of the General Fund in the amount of \$16,900.
3. This Ordinance shall be in full force and effect from and after the _____ day of _____ 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager



The Mercer Group, Inc.

Consultants to Management

*3443 Highway 39 North
Louisburg, North Carolina 27549
919-496-2080
FAX 919-496-7995
E-mail: mercernc@aol.com*

20 August 2018

Mayor Chuck Allen
City of Goldsboro, N.C
Via Email

Dear Mayor Allen and Distinguished Members of Council:

The Mercer Group, Inc. is pleased to provide this proposal to the City of Goldsboro to recruit nationally and to develop well-qualified candidates for the position of City Manager. We are interested in assisting the City with this critical project. Further, I am very familiar with the City by virtue of performing a Compensation and Classification Study for the City a few years ago.

The purpose of engaging the services of an executive search firm is to seek out and recruit experienced candidates and to assist the City in selecting highly qualified individuals who meet the profile and needs of the City and who might not otherwise apply. The Mercer Group, Inc. is exceptionally well-qualified to assist the City with this project; evidence of directly related experience over time is essential to success in choosing a search firm. In the past three years The Mercer Group has conducted national Town and City Manager searches as shown below:

City Manager – Petoskey, Michigan
City Manager – Scottsdale, Arizona
City Administrator - Augusta, Georgia
Town Administrator – Milliken, Colorado
City Manager - Bristol, Tennessee
City Administrator - Beacon, New York
City Manager - Joplin, Missouri
Town Manager - Hartford, Vermont
Town Manager – Coventry, Rhode Island
Town Administrator - Kiawah Island, South Carolina
City Manager - Delta, Colorado
City Manager - Des Moines, Iowa

This document is offered to assist the City in assessing the qualifications of the Mercer Group to handle this critical work. I am attaching a description of our methods and a quotation of professional fees and direct expenses for this recruitment.

A complete list of our hundreds of placements is available at our website along with examples of position profiles that have been developed for our most recent searches.
(www.Mercergroupinc.com)

* * * * *

Thank you for the opportunity to assist in this important assignment.

Please call me at (919) 496-2080 or on my cell at (919) 349-7239 if you have any questions or need clarification on any aspect of my proposal.

Sincerely,

A handwritten signature in black ink on a light-colored rectangular background. The signature is written in a cursive style and reads "Phillip G. Robertson".

THE MERCER GROUP, INC.

Phillip G. Robertson
Senior Vice President

THE CITY OF GOLDSBORO, NORTH CAROLINA

A Proposal to Conduct an Executive Search for a CITY MANAGER

21 AUGUST 2018

THE MERCER GROUP, INC.

Corporate Headquarters:
5579 B Chamblee-Dunwoody
Suite 511
Atlanta, GA 30338

Raleigh Office:
Phillip Robertson
3443 Highway 39 North
Louisburg, North Carolina 27549
Phone 919.496.2080
FAX 919.496.7995
MercerNC@aol.com

CITY OF GOLDSBORO
CITY MANAGER
EXECUTIVE SEARCH FIRM SERVICES

CONSULTING FIRM

Legal Name of Firm: The Mercer Group, Inc.

Street and Mailing Address: 3443 NC Highway 39 North
Louisburg, North Carolina 27549

Telephone Number: (919) 496-2080

Email: mercernc@aol.com

Name of Authorized Representative: Phillip G. Robertson

Title of Authorized Representative: Senior Vice President

Date of Proposal: 20 August 2018

INTRODUCTION

History and Qualifications

The Mercer Group, Inc. is an independent management consulting firm incorporated in the State of Georgia and operating nation-wide. The firm was founded by James L. Mercer, a long-term public management consultant.

Mr. Mercer started his own firm in 1981 and, in 1984, merged it with another consulting firm, Wolfe & Associates, Inc. On June 1, 1986, Mr. Mercer acquired the Human Resource and Organizational Consulting Practice of Wolfe & Associates, Inc. This acquisition formed the basis for Mercer, Slavin & Nevins, Inc. He sold his interest in Mercer, Slavin & Nevins, Inc. early in 1990 and founded The Mercer Group, Inc.

The Mercer Group, Inc. provides exceptional quality management consulting services to state and local governments, transit authorities, health care providers, utilities, special districts, and private sector clients. Specialty practice areas include: executive recruitment, organization and operations analysis, productivity improvement, strategic planning, management systems, compensation/classification/policy studies, privatization, budget evaluation services, government consolidation and organization development, training, and general management consulting. Our key consultants have conducted successful searches for hundreds of public sector organizations nationally and can offer numerous references as testimony of our work.

RECRUITING TEAM

Primary Consultant: Phillip Robertson, Senior Vice President

Phillip Robertson is a senior consultant with the Mercer Group specializing in executive search, compensation and classification studies, and organizational analysis. He engages consulting clients nationwide from the North Carolina office. Mr. Robertson was previously the Management Information Systems Manager for the North Carolina Division of Employment and Training. He has 40 years' experience in the public sector (19 years with the Mercer Group), including serving as Personnel Manager for a Division of the North Carolina State Government.

A Former Assistant City Manager for Clayton, North Carolina, Mr. Robertson has a BA in History from Wake Forest University in Winston-Salem, North Carolina and a master's degree in public administration from Appalachian State University in Boone, North Carolina.

Executive Search Experience:

Arkansas City, Kansas: City Manager, 2006;
Federal Heights, Colorado: City Manager, 2007;
Liberty, Texas: City Manager, 2007;
Hanover Park, Illinois: Chief Information Officer, 2007;
Union City, Georgia: City Administrator, 2008;
Choctawhatchee Electric Cooperative: Chief Operating Officer 2007;
Tipp City, Ohio: City Manager, 2008;
Mooresville, North Carolina: Engineering Manager, 2008;
Mooresville, North Carolina: Town Manager, 2008;
Orange County, North Carolina: Emergency Services Director, 2008;
Orange County, North Carolina: County Attorney, 2009;
Harrisburg, North Carolina: Finance Director, 2008;
Orange County, North Carolina: County Manager, 2009;
Decatur, Illinois, Housing: Executive Director, 2010;
Lee County, Georgia: County Manager, 2011;
Tipp City, Ohio: Library Director, 2011;
Holland, Michigan: City Manager, 2012;
Yankton, South Dakota: City Manager, 2012;
Milliken, Colorado: Town Administrator, 2014;
Petoskey, Michigan: City Manager, 2015;
Clinton County, Ohio: Port Authority – Executive Director, 2015;
Lebanon, Ohio: Finance Director, 2017.

Principal: James L. Mercer, President

Mr. Mercer holds a Master of Business Administration degree from the University of Nevada, Reno, and a Bachelor of Science degree in Industrial Management from the same institution. He has also received a Certificate in Municipal Administration from the University of North Carolina at Chapel Hill and is a graduate of the Executive Development Program at Cornell University. Mr. Mercer is a Certified Management Consultant (CMC) and has 40 years of experience in executive search and management consulting. He has authored or co-authored five books and has written more than 200 articles on various management topics. His experience covers the following functional areas: executive search, organization

and operations analysis, management systems, productivity improvement, seminars/training, goal setting, strategic planning, privatization, government, consolidation, and general consulting.

Prior to founding The Mercer Group, Inc., Mr. Mercer held positions as President of Mercer, Slavin & Nevins, Inc.; Regional Vice President of Wolfe & Associates, Inc.; as Partner and Vice President of Korn/Ferry International; General Manager of Battelle Southern Operations; National Program Director for Public Technology, Inc.; and Assistant City Manager of Raleigh, North Carolina.

VALUE ADDED

Beyond the typical services provided by public or private sector search consultants, we draw your attention to these services that add value for the fees proposed:

- Over 50 years combined experience by our team as municipal consultants with successful national recruitment experience.
- The Mercer Group, Inc. knows the market nationwide and the market knows us.
- Our objectivity is enhanced by proposing a fixed fee, rather than a fee based on percentage of the City Manager's first annual salary.
- **A full guarantee to repeat the entire search for no additional fees if the appointee leaves for any reason within 2 years of appointment (direct expenses to be reimbursed).**

METHODOLOGY AND APPROACH

Approach

Our approach and style are interactive, we form a partnership with our client to conduct a project.

Work Plan

The Mercer Group recommends a search process as follows:

- **Position Analysis** We will define work relationships, job qualifications and requirements for the position for the "Position Profile."
- **Recruitment Process** We will recruit regionally and nationally for the position and network to locate qualified candidates while adhering to all applicable City, State, and Federal employment regulations and laws.
- **Resume Review** We will identify qualified candidates.
- **Candidate Screening** We will carefully screen prospective finalists according to the criteria established by the City in the Position Profile and present the most highly qualified to the City.
- **Background Investigation** We will thoroughly evaluate candidates invited by the City for interviews.
- **Interview Process** We will make recommendations and assist in selection and coordination of finalist candidate interviews with the Goldsboro City Council.

- **Negotiation and Follow-up** We will assist City Council in establishing performance expectations and evaluating the new City Manager's performance and follow-up to ensure complete integrity of the process.

1. Position Analysis

We will have extensive consultation with the City officials and residents selected by you, as well as other individuals or groups to determine the City's needs and issues, requirements of the job, and to verify information about the environment within which the position functions. We will spend a considerable amount of time at the beginning of the process in Goldsboro in order to determine the level of experience and training needed.

During this process, we will initiate individual interviews with the officials, community leaders, and residents of your choice to identify expectations, perceptions, and concerns regarding the position.

Based on those meetings, we will prepare a draft position profile and review it with the City in order to arrive at a general agreement regarding the specifications for the position. The final position profile will include information about the City, the community, major issues to be faced, the position, and the selection criteria established.

2. Recruitment Process

Because we have recently completed similar searches, we will review our database to determine those candidates whom we may already know and/or already have on file who may meet the City's specifications.

Although this process is valuable, we will rely most heavily on our own contacts in the municipal management field and on our own experience. In other words, through "networking", we will conduct a nation-wide professional search for the best qualified candidates and invite them to apply for the position.

We will also provide the City with advertising alternatives. Based on our discussions with the City, we will place ads in professional journals, in national, in-state and local newspapers, and in various minority publications to encourage applicants to apply.

3. Resume Review

We will review and analyze each applicant's background and experience against the position description criteria. We will acknowledge all resumes received and keep candidates informed of their status.

4. Candidate Screening

Criteria for the preliminary screening will be contained in the approved "Position Profile". They may include such items as education, technical knowledge, experience, accomplishments, management and policing style, personal traits, etc. Screening of candidates against those criteria will be based on data contained in the resumes and other data provided by the candidates and on our knowledge of the organizations in which they work. At this stage, each must meet the minimum qualifications specified in the Position Profile.

We will be responsible for screening the applications received. This initial screening will be conducted by telephone with both the prospective candidate and with references who may know the candidate's background and expertise.

Once the initial screening is completed, we will select the prospective candidates who most closely match the criteria established by the City. The output of this step in the process will be a matrix display of the top candidates showing how each rate against the selection criteria (attached). This matrix will be reviewed with the City and guidance obtained prior to proceeding.

One contingency here is that Goldsboro may not approve of any of the candidates. If that should occur, we would, of course, keep searching until the City's needs are clearly met. After review by the City, we will contact leading candidates and personally talk with each. We will closely examine their experience, qualifications and achievements in view of the selection criteria and our professional expertise in evaluating the quality of such qualifications and achievements.

We will request, on behalf of the City, that all candidates provide us written answers to a set of interrogatories. We will assist the City in formulating the questions and the scoring method.

We would expect to examine candidates' qualifications in any such criteria based upon evidence of their continuing professional education and upon verifying their particular accomplishments.

5. Background Investigations

As part of our process in evaluating top candidates, we make detailed and extensive reference checks. In conducting these, it is our practice to speak directly to individuals who are now or have previously been in positions to evaluate the candidate's job performance.

We ask each candidate to provide us with a large number of references. We then network these references to other persons who know the candidate. In this way, we thoroughly evaluate each candidate.

We have talked to as many as 35 references concerning a single finalist candidate. These references and evaluations are combined to provide frank and objective appraisals of the top candidates. We also verify past employment difficulties, if any, including any legal action filed against former employers.

As part of our evaluation process, we verify undergraduate and graduate college degrees. We complete credit checks and criminal checks. Psychological (or similar) testing of the candidates, if desired, will be an extra cost item.

The Mercer Group, Inc. is an equal opportunity employer and recruiter, and as a practice does not discriminate against any employee or applicant for employment on the basis of race, religion, creed, color, sex, handicap, or national origin.

6. Interview Process

Based on the preceding steps, a recommended list of finalists for the position of City Manager can be forwarded to the City for interviews. We will prepare a written summary on each finalist. The information will cover, but not be limited to, 1) present position, 2) total years' experience, 3) salary requirements, 4) education, 5) previous positions held, 6) notable projects, 7) management style, 8) skills and abilities, 9) interests, and 10) professional goals.

This information will be presented to the City in a detailed written format combined with the results of the background investigation and the results of the scoring for written answers. The City shall make the final decision on which and how many candidates will be interviewed.

We will also provide the City with our recommendations relative to timing, sequencing, location, setting, format, and conduct of interviews with the finalists. We will provide information about trends in

employment, employment contracts and agreements, relocation expenses, perquisites, appropriate role for spouses, receptions, etc.

We will arrange schedules for top candidate interviews with the City and will coordinate the process.

We will also consult with the City about appropriate additional members of an interview panel.

7. Negotiation and Follow-up

We will also assist in the negotiation process relative to salary, benefits and other conditions of employment. We feel that we can be especially helpful because we have proposed a fixed fee rather than one based on a percentage of salary. One contingency here is that an agreement may not be able to be arranged. If that is the case, we will work with the City administration to select an alternate candidate.

We will maintain confidentiality of candidate information, to the degree possible under North Carolina law. We can suggest a process that allows candidates to remain confidential until the City selects finalists for interviews.

Finally, we will notify by letter all unsuccessful candidates who were not recommended for interview with the City of the final decision reached.

At the City's request, once the new City Manager has been on board for 60 to 90 days or so, we will conduct a session with the City and the new Manager in order to establish mutual performance criteria and goals for the position. In this regard, we will work with the City to define the role of the new Manager.

We will follow-up periodically with the City of Goldsboro and the new City Manager during the first 2 years.

SCHEDULE

The search process normally takes 90 to 120 days to complete. Additional time comes into play if the selected candidate must work a notice.

Our proposed schedule of meetings, Includes:

- Individual interviews with City Officials and others;
- Consultation with City Officials to finalize Position Profile;
- Meetings with City Officials to discuss top candidates and solicit feedback;
- Consultation with City Officials to present reports on top three candidates;
- Facilitate Interviews with each Finalist;
- Meet with City Officials to assist and/or facilitate section of new City Manager; and,
- At the City's request: Follow-up meeting with City Officials and new City Manager, 60 to 90 days after start of work, for purposes of establishing mutual goals and objectives.

FEES AND COSTS

Our professional fees are **\$15,400** for the services outlined to recruit a new City Manager for the City of Goldsboro plus direct expenses not to exceed **\$1,500**. This will cover the services performed and direct expenses incurred.

TOTAL NOT TO EXCEED COST: \$16,900

Direct expenses are primarily for consultant travel, telephone, correspondence, criminal record checks, and report preparation. Costs for candidates to travel to interview with the City of Goldsboro is not included. Such costs are typically paid by our clients, on a reimbursement basis, directly to the candidates. These costs are difficult to estimate because they depend on where the candidates are located. Out-of-state costs run as high as \$750 to \$1,000 per person.

The City's cost for The Mercer Group, Inc. for services rendered under our agreement will not exceed the agreed upon price unless an increase is authorized by the City of Goldsboro in writing. We will comply with all applicable laws, rules and regulations of federal, state and local government entities. Our ability to carry out the work required will be drawn from our past experience in providing similar services to others: we expect to continue such work in the future. We will preserve the confidential nature of any information received from you or developed for you in accordance with our professional standards.

The results obtained, our recommendations and any written material provided by us will represent our best judgment based on the information available to us. Our liability, if any, will not be greater than the amount paid to us for the services rendered.

REFERENCES

Ms. Kate Marshall, Current Council Member and Mayor Pro Tem during search
City of Petoskey, Michigan
(231) 347-0587
101 E. Lake Street
Petoskey, Michigan 49770
(Search: City Manager)

Kurt Dykstra, Mayor of Holland, Michigan, and contact during search
President, Trinity Christian College
(708) 597-3000
6601 W. College Drive
Palos Heights, Illinois 60463
(Search: City Manager)

Mr. Kevin Carver, Former Executive Director and contact during search
Clinton County Port Authority
(937) 478-9660
(Search: Executive Director)

Senator William Beagle, Past Council President
Tipp City, Ohio
(937) 266-8771
260 South Garber Drive
Tipp City, Ohio 45371
(Search: Library Director)

Mr. Mike Smith, City Manager (As Assistant City Manager, contact during search)
City of Saint Clair Shores
(586) 447-3311
27600 Jefferson Circle Drive
Saint Clair Shores, Michigan 48081
(Search: City Manager)

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: Formal Bid #2018-003 Award for Police and Fire Department Expansion & Renovations to Fire Station #4

BACKGROUND: The City Council instructed staff to bid construction of a replacement Dorm building at Fire Station #4, renovations, and expansion of the City's Police and Fire Department. The City opened the construction bids on June 29, 2018. A bid tabulation is attached for Council.

DISCUSSION: The lowest bidder was KMD Construction at a base bid of \$4,775,000. On July 16, 2018, KMD Construction officially withdrew their bid for this project. The reason stated was that the electrical sub-constructor was non-responsive and not financially qualified for this project.

The next lowest responsive bidder was Daniels and Daniels at a base bid of \$5,426,000. The base bid was adjusted for selection of alternates as follows:

<u>Base Bid:</u>	\$5,426,000
Alt. #1 Mech. Renov.	160,000
Alt. #2 High Density Storage	(185,000)
Alt. #3 Tile Change	(8,000)
Alt. #4 Flooring Change	(15,000)
Alt. #5 Replace Roof	<u>243,000</u>
New Bid Cost	\$5,621,000

Staff met with Daniels and Daniels with adjustments and modifications to several areas that included the control cameras, fencing, permit fees, site visits during warranty period, owner to provide electrical power, and reduction in general conditions. These modifications totaled a reduction to the bid of \$309,900. This brings the revised bid costs to \$5,311,100.

The Local Government Commission approved financing for this project on September 11, 2018 and loan closed on September 13, 2018. Loan funding along with existing escrow funds for HVAC from previous loan total \$5,816,000. There is sufficient funding for project and architect fees.

Staff is recommending that Daniels and Daniels be awarded the contract for the Police and Fire Department expansion and Renovations to Fire Station #4 at an adjusted bid cost of \$5,311,100.

RECOMMENDATION:

It is recommended that the City Council adopt the attached resolution authorizing the Mayor and the City Clerk to execute a contract with Daniels and Daniels in the amount of \$5,311,100.

Date: _____

Kaye Scott, Finance Director

Date: _____

Randy Guthrie, Interim City Manager

RESOLUTION NO. 2018-

RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO SIGN A
CONTRACT WITH DANIELS AND DANIELS

WHEREAS, the City of Goldsboro wishes to enter into a contract with Daniels and Daniels for the construction of the Police and Fire Department Expansion and Renovations to Fire Station #4; and

WHEREAS, Daniels and Daniels bid price for this project is \$5,311,100.

WHEREAS, sufficient funding is available for this project with the installment financing approved by the Local Government Commission on September 11, 2018.

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

1. The Mayor and City Clerk be and are hereby authorized to sign a contract with Daniels and Daniels.
2. This Resolution shall be in full force and effect from and after this the ____ day of _____ 2018.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

BID REQUEST NO.

Formal Bid No. 2018-003

PROJECT NAME

Central Police and Fire Department Expansion & Renovations to Fire Station #4

DATE OF BID OPENING

Thursday, June 29, 2018 @ 10 a.m.

[illegible]

CITY OF GOLDSBORO
AGENDA MEMORANDUM
October 1, 2018 COUNCIL MEETING

SUBJECT:	Establishing the Capital Projects Fund Ordinance and Budget Amendment – Police/Fire Expansion
BACKGROUND:	The City of Goldsboro closed on the loan for the construction of a replacement dorm building at Fire Station #4, renovations and expansion of the City’s Police and Fire Department on September 13, 2018. The loan proceeds were for \$5,300,000 which included the cost of issuance.
DISCUSSION:	The City of Goldsboro must establish a Capital Project Ordinance to allow for the construction of this project. The Capital Projects Ordinance is required to present an exact balance of revenues and expenditures, therefore, both project revenue and expenditure line items must be established.
RECOMMENDATION:	It is recommended that Council adopt the attached Capital Projects Fund Ordinance in the amount of \$5,300,000.

Date: _____

Kaye Scott, Finance Director

Date: _____

Randy Guthrie, Interim City Manager

ORDINANCE NO. 2018-

AN ORDINANCE ESTABLISHING THE POLICE/FIRE EXPANSION CAPITAL
PROJECTS FUNDS

WHEREAS, the City of Goldsboro has received loan proceeds in the amount of \$5,300,000; and

WHEREAS, the Capital Projects Fund Ordinances must be established to allow for the expenditure of these funds.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Police/Fire Expansion Capital Project Ordinance be recognized by:

1. Establishing the anticipated revenues of the Police/Fire Expansion Capital Projects Fund as follows:

Loan Proceeds	\$5,300,000
---------------	-------------

2. Establishing the anticipated expenditure line item for the Police/Fire Expansion Capital Projects Fund as follows:

Construction	\$5,210,000
Cost of Issuance	\$ 90,000

3. This Ordinance shall be in full force and effect from and after this _____ day of _____, 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: AMENDING WATER AND SEWER RATE STRUCTURE

BACKGROUND: At the June 4, 2018 meeting, City Council adopted the current water and sewer rate structure with an effective date of July 1, 2018. Case Farms has approached the City about phased expansion to their operations. They indicated that the expansion could increase water and sewer usage to appropriately 2 million gallons per day at full development.

DISCUSSION: Case has requested that the City look at a more competitive water and sewer rate structure so that it could assist as they look at expanding their operations. The City worked and calculated a decreasing block rate for the City's largest industrial customer. This would establish a new rate based on usage for large water and sewer customers.

	Water (Per 1000 Gallon)		Sewer (Per 1000 Gallon)	
	Current	Proposed	Current	Proposed
Usage	Rate	Rate	Rate	Rate
Less Than 4M GPM	4.25	4.25		11.15
4M to 22 M GPM	4.25	3.19		5.57
More Than 22 M GPM	4.25	2.13		5.57
Less Than 500,000 GPM			5.00	
More Than 500,000 GPM			11.15	

It is recommended that these rates be effective with the first utility billing after October 1, 2018.

RECOMMENDATION: By motion, adopt the attached Resolution establishing the Water and Sewer Rate for large industrial water and sewer customers effective with the October 1, 2018 billing.

Date: _____

Kaye Scott
Finance Director

Date: _____

Randy Guthrie
Interim City Manager

RESOLUTION NO. 2018-

RESOLUTION AMENDING THE WATER RATE AND SANITARY SEWER RATE

WHEREAS, the present rate structures administered by the City of Goldsboro for water and sanitary sewer service was effective July 1, 2018; and

WHEREAS, the current rate structure is being updated to include decreasing block rate for industrial customers;

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

1. Industrial water and sewer rate schedule:

	Water (Per 1000 Gallon)	Sewer (Per 1000 Gallon)
Usage	Rate	Rate
Less Than 4M GPM	4.25	11.15
4M to 22 M GPM	3.19	5.57
More Than 22 M GPM	2.13	5.57

2. This resolution shall be in full force and effect from and after this _____ day of _____, 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: Elevate Kidz Fall Fest – Temporary Street Closing Request

BACKGROUND: The First Church is seeking a permit to close First Church Road so that the Elevate Kidz Fall Fest can take place on October 31, 2018 from 7:00 am - 9:00 pm.

DISCUSSION: Due to the logistics of the event and to keep attendees safe, the First Church has requested the closing of First Church Road from 7:00 am - 9:00 pm on October 31, 2018.

All vendor booths, entertainment attractions and displays will be arranged to secure proper access to all fire hydrants, alleyways and driveways.

Affected city departments will be contacted and the following concerns are to be addressed:

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

RECOMMENDATION: By motion, grant the requested temporary closing of First Church Road for the Elevate Kidz Fall Fest from 9:00 am - 11:00 pm on October 31, 2018.

Date: _____

Mike West, Police Chief

Date: _____

City Manager



Date of Application _____
(Inner Office Use Only)

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: Elevate Kidz Fall Fest

Event Date(s): Oct 31st **Event Website:** _____

Inclement Weather/Rain Date(s): _____

Description of Event (Please briefly describe the event.)

Elevate Kidz Fall Fest is an outreach community event that provides inflatables, games, fun, trunk or treat, and food for the whole family

Requested Event Location: The First PH Church

Event Start Time/End Time: 7pm to 9pm

Set-Up: Date & Time (start/end): 9am 6pm

Dismantle (Completion): Date & Time (start/end): 9pm to 11pm

Estimated Daily Attendance: 2000

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 9am to 11pm

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

First Church Rd, Goldsboro, NC

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: The First Pentecostal Holiness Church

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

Applicant Name: Cory Jackson **Title:** Family and Children Pastor

Address: 1100 First Church Rd

City: Goldsboro **State:** NC **Zip:** 27534 **Phone:** 910 890 2682

Cell Phone: 910 890 2682 **Email:** NA

* Event

Day of Event Contact:

Name: Cory Jackson Phone: 910-890-2682
Chief Gary Whaley Cell: 919-738-3170

III. Event Map

For Run/Walk/Parades - FORMATION AREA LOCATION: _____

For Run/Walk/Parades - STARTING POINT: _____

For Run/Walk/Parades - ENDING POINT: _____

***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)**

Attached plan

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?

Restrooms inside church

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.)

We have dumpsters

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

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

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

If "YES" has the health department been notified?

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

○ Health Department: (919) 731-1000

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

○ NC ABC Commission: (919) 779-0700

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

If "YES", please provide the following information:

➤ Amplification? ☐ Yes ☐ No

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

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

➤ Approximate Number of tents: _____

➤ Approximate Sizes: _____

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

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

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

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

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

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

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

If "YES", please provide the schedule of fees: _____

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

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

VI. Miscellaneous:

Parking:

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

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

**** 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: Cory L Jackson Date: 8-15-18

Organization: The First PH Church

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:

Sgt Adams
Goldsboro Police Department Representative

Downtown Goldsboro Representative

Example of Event placed around Church

(Must Have Wristband)

-
- Wayne Memorial Hwy / First Church Road
- Trunk-R-Treat
ENTER HERE
Starts @ 7:00
- 3
- FOOD & DRINKS
- 4
- Registration
- 5
- Face Painting
- 6
- Toddler Zone
- 7
- Fest Photo
- 8
- Obstacle Course & Bounce & Slide
- 9
- Movie & Free Gift
- 10
- Balloons
- 11
- Train Station
- Trunk-R-Treat
EXIT ONLY
- Sanctuary
- Foyer
- MTC / Gym
- Elevate Park
- Elevate Station
- Lobby
- Fellowship Hall
- Up to 3yrs
- Ladies
- Men
- Shark Attack Slide
- Treasure of the Caribbean
- Wally Whale Slide
- Games
- Games
- Games
- Trunk-R-Treat
- Wayne Memorial Hwy / First Church Road
- Hwy 70 / North Drive
- Parking
- Parking
- Parking
- ENTER & EXIT
- Walk-way
- Breezeway
- Fountain
- Registration
- Obstacle Course
- Bounce & Slide
- Movie & Free Gift
- Balloons
- Train Station
- Trunk-R-Treat EXIT ONLY
- Sanctuary
- Foyer
- MTC / Gym
- Elevate Park
- Elevate Station
- Lobby
- Fellowship Hall
- Up to 3yrs
- Ladies
- Men
- Shark Attack Slide
- Treasure of the Caribbean
- Wally Whale Slide
- Games
- Games
- Games
- Trunk-R-Treat



Special Event Release of Liability Waiver

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

The First PH Church 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

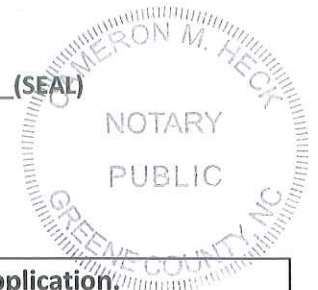
against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any

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

This the 16 day of August, 2018.

Cory L. [Signature]
(Applicant & Authorized Representative of Event)

Cameron M. Heck, Notary Public



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

Commission
expires 5/17/19

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 1, 2018 COUNCIL MEETING

SUBJECT: United Way of Wayne County – 28th Annual Taste of Wayne Event – Temporary Street Closing Request

BACKGROUND: The United Way of Wayne County is requesting permission to close a portion of certain City streets beginning at 7:00 a.m. until 3:00 p.m. on Saturday, October 13, 2018 to hold their annual Taste of Wayne fundraiser.

DISCUSSION: The street closing request is for the 200 block of North Center Street (between Ash and Mulberry Streets), both north and southbound lanes.

Organizers are requesting the street be closed beginning at 7:00 a.m. on Saturday, October 13th to allow for setup of the event. The event itself begins at 11:00 a.m. on Saturday, October 13th and will run through 2:00 p.m. One additional hour of closure will allow them time to tear down and clear the street.

The Police, Fire, Public Works and Downtown Development 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 Development offices are to be involved in the logistical aspects of this event.

RECOMMENDATION: Staff recommends Council, by motion, grant the street closings for the 200 block of North Center Street from 7:00 a.m. until 3:00 p.m. on Saturday, October 13th for the United Way of Wayne County's Annual Taste of Wayne event, subject to the above conditions.

DATE: _____
Mike West, Police Chief

DATE: _____
Randy Guthrie, Interim 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: TASTE of Wayne County

Event Date(s): Oct 13, 2018 **Event Website:** TASTE of Wayne County.com

Inclement Weather/Rain Date(s): Oct 14

Description of Event (Please briefly describe the event.)

OUTDOOR Food Festival, showcasing local beverages & restaurants. This is benefitting United Way of Wayne County

Requested Event Location: Center Street, in front of City Hall

Event Start Time/End Time: 11am till 2pm

Set-Up: Date & Time (start/end): 10/13 7am to 11am

Dismantle (Completion): Date & Time (start/end): 10/13 2pm to 3pm

Estimated Daily Attendance: 500 - 1000

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 7am to 3pm

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

Block in front of City Hall

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: United Way of Wayne County

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

Applicant Name: Patty Graham **Title:** Community Engagement

Address: 2803 Cashwell Drive Suite B

City: Goldsboro **State:** NC **Zip:** 27534 **Phone:** 919-735-3591

Cell Phone: 919-440-1716 **Email:** patty@unitedwayne.org

Day of Event Contact:

Name: Patty Graham Phone: 919-440-1716

III. Event Map

For Run/Walk/Parades - FORMATION AREA LOCATION: _____

For Run/Walk/Parades - STARTING POINT: NA

For Run/Walk/Parades - ENDING POINT: _____

*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 attachment

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:

Parks part-a-potty

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

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

City Receptacles

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

- ☒ Yes ☐ No Does the event involve ~~the sale of~~ food?
☒ Yes ☐ No Does the event involve the sale of alcohol?
If "YES" has the health department been notified?
➤ For events with food, a letter from the health department must be submitted 30 days prior to the event.
○ Health Department: (919) 731-1000
➤ The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.
○ NC ABC Commission: (919) 779-0700
- ☒ Yes ☐ No Will there be **musical entertainment** at your event?
If "YES", please provide the following information:
➤ Amplification? ☒ Yes ☐ No
Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.
- ☒ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:
➤ Approximate Number of tents: 25-30
➤ Approximate Sizes: 1 20x20 the rest are 10x10
➤ Will any tent exceed 400 sq. feet in area? ☐ Yes ☒ No
Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.
▪ City of Goldsboro Inspections Department (919) 580-4385
- ☒ Yes ☐ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)
- ☒ Yes ☐ No Will **admission fees** be charged to attend this event?
If "YES", provide the cost(s) of all tickets: \$15
- ☐ 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? public parking areas

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: _____

Date: _____

Organization: _____

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:

Goldsboro Police Department Representative

Erin Fonseca

Downtown Goldsboro Representative



Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of United Way of Wayne County 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 4 day of September, 20 18.

(SEAL)

(Applicant & Authorized Representative of Event)

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

Mulberry Street



UNITE-2

OP ID: LM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/05/2018

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

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

PRODUCER Crawford-Henderson, Inc. 202 N. Spence Avenue P.O. Box 10885 Goldsboro, NC 27532-0885 Lisa B. Musselman	919-778-9400	CONTACT NAME: Lisa B. Musselman PHONE (A/C, No, Ext): 919-778-9400 FAX (A/C, No): 919-751-2142 E-MAIL ADDRESS:	INSURER(S) AFFORDING COVERAGE INSURER A: The Cincinnati Casualty Co. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 28665
INSURED United Way of Wayne Co. Inc. 2803-N Cashwell Drive PO Box 10893 Goldsboro, NC 27532-0893				

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			ECP 0275963	09/15/2018	09/15/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						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	N/A				PER STATUTE <input type="checkbox"/> OTH. ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			ECP 0275963	09/15/2018	09/15/2019	Incident 1,000,000 Aggregate 2,000,000

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

Taste of Wayne County event 10/13/2018 at 200 N. Center Street, Goldsboro, NC. A hold harmless agreement applies in favor of the City of Goldsboro for any claims arising out of this event.

CERTIFICATE HOLDER

CANCELLATION

GOLDS-1 City of Goldsboro P O Drawer A Goldsboro, NC 27533	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 Lisa B. Musselman
---	--

Departmental Monthly Reports August 2018

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

Human Resources Management Department

MONTHLY REPORT – AUGUST 2018

Prepared by: Pamela C. Leake

The Human Resources Department posted 30 job vacancies and processed 346 applications for the month of August. 148 notices were sent to applicants who were not selected for an interview, and 18 notices were sent to candidates interviewed but not selected for hire. 13 new hires came on board this month. **Eight full-time: Aaron Borden – Police Officer Trainee; Jordan Dail – Police Officer; William Goff – Grounds Maintenance Technician (Public Works – Building Maintenance); John Heath - Construction Inspector (Engineering); Grafton Johnson - Police Officer Trainee; Mark Massengill – Biosolids Operator/Driver (Public Utilities – WRF); Timothy Teel – Park Technician, Turf (Parks/Recreation), and Michael Whitfield – Police Officer, and five part-time: LaToya Best – Building Attendant (Paramount); Mary Harris – Custodian (Parks/Recreation); Kaitlyn Howard – Theatre Technician (Paramount); Shelton Smith – Custodian (Parks/Recreation), and Timothy Stevens – Building Attendant (Goldsboro Event Center).** There were 51 reductions in force: one retirement: **James Dortch – Heavy Equipment Operator (Parks/Recreation);** three resignations: **Brittany Dunn – Minimum Housing Inspector (Inspections); Michael Fishman – Systems Integrity Technician (Public Works/Distribution and Collections), and Joy Wright – Human Resources Representative (Human Resources)** and 47 end of assignments (summer youth employees). **Total employment for June: 617** (456 full time and 161 part-time). HR staff conducted several United Way kickoff meetings for the 2019 campaign. One employee has been entered in the drawing for the grand prize of \$5000. Human Resources staff is preparing for open enrollment which starts September 29 through October 31, and information has been distributed to employees regarding medical and supplemental benefits for the 2019 plan year. Information sessions are scheduled for September 12-14, and representatives from Pierce Insurance, Prudential Retirement, and Local Government Federal Credit Union will be available to discuss benefits and member options. NeoGov Training was held at Public Works on August 27 to review employee evaluations and the new applicant tracking system. New Hire Orientation will be held September 5, 2018.

This month's safety report includes the following:

- Portable fire extinguisher training for City employees on 8/9/18
- The Safety Coordinator attended the Eastern Carolina Safety and Health Conference meeting on August 2nd in Wilson and a Public Sector Core Course in Raleigh, sponsored by the Safety and Health Council of North Carolina, August 6th - August 9th.
- OSH consultative visit was held on August 17, 2018 for the Building and Maintenance division.
- Working on Job Hazard Analysis form for all Public Works departments.
- Provided spotter training information per request of Solid Waste Division.
- Contacted engineering firms to request information on load testing. Also contacted Glover's Welding Company.
- Participated in NCDOL webinars 8/13/18 and 8/30/18.
- Provided recommendations for driver safety for Parks and Recreation Maintenance vehicles. Suggested supervisor purchase "**Caution this vehicle makes frequent stops**" signs for maintenance trucks.
- The Safety Accident Review Committee selected its chairman and vice chairman, Officer Melvin Smith (Police) and Kenny Talton (Planning).
- Responded to three vehicle accidents.
- Submitted two policies to Safety Review Committee for review and comments: **Workplace Violence** and **Bicycle Policy**.
- Competent person training (Excavation) for designated employees in Public Works scheduled for some time in October. Confined Space training is proposed for October.

This month's health beat focused on immunizations for **National Immunization Month**. 157 employees attended the training sessions. There were 85 clinic visits. The Occupational Health Nurse met with an audiologist to discuss hearing test results and review the hearing conservation program.

Random Drug Screens	Post-Accident Drug Screens
Non-DOT: 6 tested; All negative	Non-DOT: None tested
DOT: None tested this month.	DOT: No post-accident tests this month.

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	264	247	266	204	274	231	398	346					279
New Hires*	9	2	3	2	2	5	7	8					5
Separations*	3	3	3	4	7	3	6	4					4
Vehicle Accidents	3	0	1	3	2	6	8	3					3
Workers Compensation	2	0	3	1	1	2	2	0					1

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	391	182	269	321	241	316	384	237	206	203	135	104	241
New Hires*	12	6	1	7	2	3	3	10	3	3	1	6	5
Separations*	3	0	2	2	3	5	2	2	3	3	2	3	2
Vehicle Accidents	2	0	3	2	5	4	2	0	1	0	1	3	2
Workers Compensation	1	0	1	0	1	0	0	0	1	1	2	2	1

*Monthly stats for new hires, resignations, retirements, and terminations include full-time personnel only.

- The Commission on Community Relations and Development met on Tuesday, August 14, 2018. The next scheduled meeting is Tuesday, October 16, 2018 at 6:00pm.
- Community Relations received three (3) housing complaints, four (4) requests for assistance with resources, and six (6) requests for assistance with property repairs. The alleged violation by a citizen under the Minimum Housing/Landlord Tenant Laws included: one (1) housing complaint against the president of the Homeowner's Association for unfair treatment and neglect of property.

The four (4) requests for assistance with resources were for community-based information. The six (6) requests for assistance with housing repairs were for issues related to plumbing, leaking roofs, and/or structural damages to the properties to name a few. All complaints were submitted through the 311 GIS system or to the appropriate City Department for resolution or designated community/state resources.

- The Community Relations Department submitted the City's 2018-2019 Annual Action Plan to HUD on August 16th. On August 29th, the City was notified by HUD of the Annual Action Plan receiving approval for a grant total of \$568,258 for which \$339,336 will be CDBG and \$228,922 will be HOME funds to administer programs/activities in FY18-19.
- The Goldsboro Mayor's Youth Council (GYC) is in recess due to the summer break and will not meet again until September 5th. The GYC Executive Board met on August 16th to prepare for the new GYC cycle. On August 25th members of GYC volunteered during the Our Community Cares and Antioch Church Back to School Festival.
- The Mayor's Committee for Persons with Disabilities met on Thursday, August 18th. The next scheduled regular meeting is Thursday, September 20th at 12:00 pm. The Annual Award Subcommittee met on August 23rd in order to plan for the upcoming MCPD Award Luncheon.

2018 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	5	5	9	3	2	3	1						4
Consumer	1	2	0	0	3	2	9						2
2017 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	5	0	5	2	3	1	7	5	1	3	5	7	4
Consumer	2	0	3	1	0	0	0	0	1	0	0	0	1



Monthly Report- August 2018

Prepared by: Sherry Archibald, Director

- July & August are traditionally slower in rentals; therefore, Paramount staff organizes all the annual required inspections and much needed maintenance after a busy rental season.
- Staff has coordinated deep cleaning, stage repairs and painting and cleaning of all soft-goods.
- The Princess of North Carolina Pageant returned to the Paramount. Country music artists John Conalee performed and the United Way of Wayne County presented Stephen Freeman to kick off their annual campaign.
- Paramount staff invited all Paramount renters to an annual meeting to discuss amenity updates, educational synopsis and communication policy with schools.
- Paramount Director has been interviewing for Technicians and Building Attendants.
- Paramount staff participated in the following meetings, presentations or training: Dance Touring Initiative Conference Call, Paramount Technicians Meeting, Reading Between the Wines Committee meeting, United Way of Wayne County's Marketing & Board meeting.
- Expenses –August \$40,550.68 Labor - \$26,168.30/Operational – \$14,382.38
Revenue - August \$17,910.30 Rentals -\$6,029.00/Tickets \$345.64/Concession \$31.12
Box Office fees from 2017/2018-\$11,504.54

	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	Average 2018	Total
Exp	\$32,968	\$25,012	\$48,050	\$39,962	\$32,137	\$24,298	\$55,630	\$40,550					\$37,325	\$298,607
Rev	\$16,549	\$7,471	\$35,001	\$8,954	\$15,408	\$11,597	\$6,293	\$17,910					\$14,897	\$119,183
	Jan-17	Feb-17	Mar17	April17	May17	June17	July17	Aug17	Sept17	Oct17	Nov17	Dec17	Average 2017	Total
Exp	\$35,209	\$28,009	\$42,454	\$25,801	\$31,732	\$18,825	\$39,124	\$23,925	\$31,356	\$44,428	\$54,422	\$32,621	\$33,992	\$407,906
Rev	\$12,929	\$13,197	\$21,544	\$3,845	\$22,670	\$5,648	\$6,097	\$18,040	\$3,454	\$21,841	\$17,422	\$24,984	\$14,305	\$171,671

*August revenue reflects box office fees transferred from 2017/2018 fiscal year.



- The Goldsboro Event Center was utilized for 16 uses in August including a wedding, private parties, reunion and golf workshops. 10 of the 16 uses were internal uses; therefore, non-income producing.
- Staff are advertising and interviewing for Building Attendants and Bartenders.
- GEC Manager, Ben Farlow is providing daily tours for drop-in guests and contacting future renters for confirmation of rental details.
- Expenses-August \$11,367.59 Labor - \$9,285.52/Operational – \$2,082.07
Revenues-August \$ 7,131.77 Rentals -\$6,014.51/Concessions- \$1,117.26

	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	Average 2018	Total
Exp	\$5,379	\$7,310	\$14,096	\$14,484	\$7,852	\$7,072	\$9,083	\$11,367					\$9,580	\$76,643
Rev	\$2,890	\$5,556	\$7,526	\$15,201	\$9,980	\$4,309	\$7,971	\$7,131					\$7,570	\$60,564
	Jan-17	Feb-17	Mar17	April17	May17	June17	July17	Aug17	Sept17	Oct17	Nov17	Dec17	Average 2017	Total
Exp	\$7,619	\$6,442	\$50,093	\$8,627	\$14,882	\$9,201	\$12,472	\$8,056	\$9,183	\$17,808	\$9,840	\$14,042	\$14,022	\$168,265
Rev	\$2,100	\$7,096	\$8,792	\$6,826	\$15,356	\$5,077	\$9,924	\$8,073	\$6,221	\$5,052	\$13,174	\$7,788	\$7,956	\$95,479

*March 2017 expenses reflect improvements to HVAC system *October 2017 expense reflects utility bill paid twice

Goldsboro Inspections Department

Monthly Report – Aug 2018

Prepared by: Allen Anderson

The valuation of all building permits issued during the month of August totaled \$5,572,893. Eight (8) of these permits were new residential single-family dwellings at a valuation of \$1,733,550.

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 \$2,211,123.

All permit fees collected for the month totaled \$60,331. Of the permit fees collected for the month, \$4,275 was collected in technology fees. Plan review fees collected during the month totaled \$1,525. Business Registration fees collected \$1,720.

The Inspectors did a total of 659 inspections for the month. During the month of August eight (8) business inspections were completed. A total of 373 permits were issued for the month. Sixty-seven (67) plan reviews were completed for August. We now have a total of 161 residential structures in the Minimum Housing Process and 10 commercial structures in the Demolition by Neglect Process.

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$10	\$13	\$3	\$5	\$5	\$2	\$5	\$6					\$6
Residential (thousands)	\$848	\$518	\$1345	\$786	\$1389	\$1589	\$1000	\$1734					\$1,151
Miscellaneous**(millions)	\$2	\$2	\$2	\$3	\$2	\$1	\$2	\$2					\$2
Permit Fees (thousands)	\$31	\$33	\$30	\$31	\$48	\$51	\$65	\$60					\$44
Inspections (total)	524	539	544	564	582	692	675	659					597
Permits Issued (total)	258	263	284	295	418	351	344	373					323
Plan Reviews Completed	75	41	52	74	85	39	42	67					59
Minimum Housing in Process	163	163	143	152	152	152	161	161					156

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$11	\$2	\$5	\$33	\$9	\$3	\$3	\$7	\$23	\$3	\$2	\$2	\$9
Residential (thousands)	\$473	\$442	\$1m	\$1m	\$2m	\$1m	\$451	\$0	\$1m	\$2m	\$0	\$39	\$784
Miscellaneous**(millions)	\$5	\$1	\$6	\$9	\$2	\$2	\$1	\$8	\$10	\$4	\$1	\$1	\$4
Permit Fees (thousands)	\$31	\$29	\$31	\$46	\$35	\$46	\$42	\$50	\$51	\$43	\$25	\$23	\$38
Inspections (total)	836	747	775	539	623	610	560	674	621	623	568	431	634
Permits Issued (total)	384	350	353	297	383	339	303	353	263	307	246	197	315
Plan Reviews Completed	43	57	59	57	79	64	53	51	56	70	52	44	57
Minimum Housing in Process	194	190	197	195	198	182	177	178	182	172	155	155	181

**Downtown Development Department
August 2018**

Prepared By: Julie Metz, Director

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

- Staff continued to work through TIGER VIII developments and attended a wayfinding RFQ proposals review meeting on August 30th.
- Staff met with (or conversed by email/phone) with 13 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Staff met with and visited 15 current business owners during the month.
- Julie is part of the Strategic Plan Team and has met multiple times with the group over the month to develop the Plan.
- Julie facilitated the Public Art Steering Committee launch and the start of the selection process.
- Staff created a television advertisement marketing downtown Goldsboro.
- Staff worked through activities related to the Union Station roof replacement.
- Staff continued marketing outreach for Say I Do to Downtown.
- Staff began the nomination process for the 2019 NC Main Street Awards.

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

- Staff created ads for Go, Buzz, WGBR, 107.9, digital billboards and News-Argus for upcoming city and DGDC events and filmed WGTN and WRAL segments.
- Staff attended the Arts Council of Wayne County Art Market Re-Opening on August 3rd.
- Staff attended the City Council Work Sessions/Meetings on August 6th and August 20th.
- Staff attended multiple Merchants Association meetings throughout the month.
- Staff attended the B. Sweeney's Restaurant Soft Opening on August 8th.
- Staff attended the Studio 106 Art & Creative Outlet ribbon cutting on August 9th.
- Staff attended Mandatory Fire Extinguisher Training on August 9th.
- Julie attended the NC Downtown Development Association board meeting on August 10th.
- Staff attended the Government Affairs Committee Meeting on August 15th.
- Staff attended the Proposal Review for Wings Over Wayne 2018 on August 16th.
- Staff attended the Chamber After Hours event on August 16th.
- Staff attended the NC Poultry Festival planning meeting on August 16th.
- Staff attended the Taste of Wayne Planning Committee on August 20th and August 28th.
- Erin presented at Newcomer's Orientation at SJAFB on August 21st.
- Staff met with representatives from East Carolina University on August 23rd.
- Staff attended the Legislative Update Breakfast on August 23rd.
- Staff held a meeting to select the new public art installations on August 29th.
- Staff presented at the ECU School of Business on August 30th.

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

- Staff facilitated and attended the following monthly meetings; DGDC Board (8/15), DGDC Executive Committee (8/14), DGDC Promotions Committee (8/14), DGDC EV Committee (8/14), DGDC Design Committee (8/14).
- DGDC/Downtown Annual Sponsorship Campaign: An effort to raise money to fund Center Street Jams and other DGDC Board downtown events and activities for the year. Staff assists with the administrative needs.
- The DGDC Board purchased 3 dog sculptures to sit next to dog waystations in downtown Goldsboro.
- Staff continued coordination efforts for the upcoming Annual Dinner.
- Staff facilitated the DGDC Board Recruitment Social on August 2nd.
- Staff attended a meeting of the DGDC Board Nominating Committee on August 7th.

Upcoming Events/Activities:

- Center Street Jam featuring Jupiter Jones on September 6th at 6:00 p.m.
- DGDC Annual Dinner on September 21st from 6:30 p.m. – 8:45 p.m.

Businesses Opening/Properties Purchased:

- The Firehouse (event space) – 109 E. Ash Street – Coming Soon
- Artistic Dance Academy – 228 N. Center Street – Now Open
- Barrique- 217 N. John Street- Now Open

Information Technology

Monthly Report – August 2018

Prepared by: Patricia Wischmann

- Conducted second round interviews for Help Desk/Administrative Support position, in which the offer for the position was accepted.
- Completed wiring of Public Works Modular Unit. Assisted with moving Sign Shop computer equipment.
- Assisted Finance Auditors with retrieving requested data for yearly IT Audit as part of the Audit conducted by Finance.
- Upgraded and assigned Council Members new iPads. Previous iPads were returned to Information Technology.
- Configured and completed installation of a wireless access point at the Multi-Sports Complex.
- Configured iPad for use with Public Works JetVac system. This allows staff to record videos and see live video on the device.
- Continue to provide support for QS/1 software monthly training and system configuration for our planned migration in October.
- Replaced ten Security cameras throughout City Hall and City Hall Annex. Configured and adjusted for optimal viewing.
- Ran necessary cabling for the installation of one new Security camera in Historic City Hall.
- Configured and completed installation of security cameras at the Bryan Multi-Sports Complex.
- Conducted annual inventory of network switches and port counts throughout all City facilities.
- Continued implementation and training for CoDa. Configured administration settings for optimal use.
- Assisted Fire Department with requested photo, drone, and video footage of training for a live vehicle fire.
- Help Desk/Administrative Support attended the North Carolina ArcGIS User Group (NCAUG) Annual Fall Conference in Asheville NC.

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	578	535	568	494	408	458	494	572					513
Tickets Closed	504	544	648	496	389	468	451	656					520

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	492	427	530	357	349	410	367	538	403	520	461	401	439
Tickets Closed	483	448	492	344	326	401	356	543	409	470	427	380	427

Monthly Highlights

D&C: Responded to 31 after hours calls for a total of 52 hours. Constructed rock pad for pole barn shelter at WRF, repaired washed out ditch between Cherry Hospital and O'Berry Center and cleared trees for streets at Quail Park.

Streets & Storms: Cleared obstructions from catch basins and stormwater pipes near 9th St and intersection of Ash and Jefferson--noted as problem areas during heavy rains. Jet Vac'd and cleared 32 catch basins and rodded 3,160 ft of pipe and repaired five stormwater infrastructure cave-ins

Bldg. Maintenance: Set up for two Center Street Jams, assisted in the "Our community cares event", assisted Goldsboro PD with "nights out" event and installed over 200 linear ft of new CAT 6 data cable for PD Vice unit.

Departments		2018												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	7.4	2.9	4.0	24.0	19.0	26.3	77.5	13.2					21.8
	Lines Camera'd (1000-ft)	5.1	3.3	4.6	9.5	12.5	10.3	9.3	13.2					8.5
	Water Repairs	87	25	25	45	47	64	71	34					49.8
	Sewer Repairs	4	14	9	12	20	13	17	14					12.9
	Hydrants Replaced/Fixed	3	32	38	45	42	23	30	26					29.9
	Meter Install/Changed	25	32	28	36	49	76	60	61					45.9
Bldg Maint.	Radio, Electrical, Bldg	225	195	167	224	268	204	158	150					198.9
	Sign Repairs	43	72	51	70	13	77	36	61					52.9
Garage	Total Work Orders	360	341	322	366	337	316	299	362					337.9
	Total Fuel Cost (x1000)	\$ 55	\$ 47	\$ 55	\$ 55	\$ 60	\$ 60	\$ 60	\$ 70					57.8
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.8	0.9	1.0	0.9	0.9	1.0					0.9
	Recyclables (tons)	102	107	82	101	59	93	79	94					89.4
	Leaf-n-Limbs (x1000 tons)	0.5	0.7	0.8	1.1	0.8	0.9	0.9	0.8					0.8
Cemetery Funerals		8	9	6	8	5	6	6	6					6.8
Streets & Stormwater	Utility Cut Repairs	0	14	10	12	30	37	23	11					17.1
	Pot Hole Repairs	45	82	50	20	45	25	61	43					46.4
	Streets Swept (miles)	82.5	229	171	229	197	143	192	145					173.6
	ROW Mowing (ac)	0	0	3	8.0	68.9	167.0	16.6	29.0					36.6
	City-Owned Lots Mowing	0	0	0	135	318	410	159	187					151.1
2017														
Distribution & Collections	Utility Line Maint (1000-ft)	33.5	28.0	35.9	21.4	21.3	7.6	6.1	32.7	19.2	13.4	11.1	12.8	20.3
	Lines Camera'd (1000-ft)	4.5	17.5	6.3	10.7	15.2	8.1	12.5	11.1	12.3	12.3	13.3	6.5	10.9
	Water Repairs	42	20	27	35	28	28	20	30	22	23	39	29	28.6
	Sewer Repairs	55	48	105	100	90	19	14	26	39	12	9	5	43.5
	Hydrants Replaced/Fixed	24	18	64	53	38	24	45	32	58	38	40	8	36.8
	Meter Install/Changed	48	37	43	19	55	41	18	34	20	42	34	18	34.1
Bldg Maint.	Radio, Electrical, Bldg	164	108	136	137	156	155	126	174	176	128	183	117	146.7
	Sign Repairs	65	96	61	46	70	75	72	33	53	91	25	28	59.6
Garage	Total Work Orders	334	320	387	304	277	299	292	415	280	370	290	260	319.0
	Total Fuel Cost (x1000)	\$ 57	\$ 51	\$ 56	\$ 49	\$ 55	\$ 58	\$ 50	\$ 68	\$ 58	\$ 60	\$ 54	\$ 41	54.8
Solid Waste	Refuse (x1000 tons)	0.9	0.7	0.9	0.8	0.9	0.9	0.9	0.9	0.81	0.9	0.8	0.8	0.9
	Recyclables (tons)	70	86	83	107	116	88	81	117	110	106	88.5	111	97.0
	Leaf-n-Limbs (x1000 tons)	0.7	0.8	0.9	0.8	1.0	0.8	0.8	0.9	0.87	0.81	1.04	1.16	0.9
Cemetery Funerals		3	6	3	5	6	2	8	5	6	3	5	5	4.8
Streets & Stormwater	Utility Cut Repairs	15	25	11	13	5	17	24	17	13	6	13	15	14.5
	Pot Hole Repairs	57	42	52	48	57	24	72	64	46	95	41	10	50.7
	Streets Swept (miles)	144	113	110	60.5	246	128	142	65	93.6	155	160	132	129.1
	ROW Mowing (ac)	0	0	0	16.0	28.0	8.0	23.5	12.0	5.0	26.0	36	0	12.9
	City-Owned Lots Mowing	0	0	0	101	123	211	266	182	190	175	72	0	110.0

Public Utilities Department

Monthly Report- *August 2018*

Prepared by: Michael Wagner



Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for August were 11.50 MGD. All of the city's 26 pump stations are operating well.

Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly.

Compost Facility

Six hundred and four cubic yards of compost/mulch was sold in August 2018.


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

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					6.453
Sewer**	7.66	10.45	9.97	9.41	10.77	7.83	6.71	11.50					9.28
CY Compost	395	876	686	913	951	910	220	604					694

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

2017 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	5.092	4.974	4.509	4.836	5.080	5.088	5.731	5.403	5.312	5.261	5.024	5.500	5.151
Sewer**	10.44	8.47	8.21	10.25	12.35	9.06	6.97	6.85	8.41	7.16	6.49	7.24	8.49
CY Compost	54	546	845	1484	923	836	496	394	538	564	86	104	572

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

		Finance Department Monthly Report - August 2018			
Prepared by: Kaye Scott, Finance Director					
FY 2018-19					
GENERAL FUND					
		Actual	Adjusted Budget	Actual to Date	YTD %
Revenues		FY '17-18	FY '18-19	FY '18-19	Collected
Tax Revenues		\$ 417,060	\$ 16,432,843	\$ 354,934	2.16%
License & Permits		67,814	382,650	80,552	21.05%
Revenue Other Agencies		3,097,353	18,577,389	2,565,587	13.81%
Charges for Services		748,352	5,220,718	829,600	15.89%
Capital Returns		19,021	525,384	74,061	14.10%
Miscellaneous Revenues		65,484	1,201,500	68,185	5.67%
FB Withdrawal/PO Appropriation			1,298,826		
Total		\$ 4,415,084	\$ 43,639,310	\$ 3,972,919	9.10%
		Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures		FY '17-18	FY '18-19	FY '18-19	Collected
Mayor/Council		\$ 83,451	\$ 347,375	\$ 67,083	19.31%
City Manager		151,505	1,382,024	206,801	14.96%
Human Resources Management		83,216	596,154	129,581	21.74%
Community Relations		54,447	161,085	81,309	50.48%
Paramount Theater		63,050	508,333	96,182	18.92%
Goldsboro Event Center		20,529	143,890	20,451	14.21%
Inspections		110,151	831,196	114,671	13.80%
Downtown Development		52,821	457,448	66,265	14.49%
Information Technology		198,894	1,711,817	306,911	17.93%
Public Works - Adm.		79,693	473,747	101,437	21.41%
Garage		370,930	2,308,330	440,735	19.09%
Garage Credits		(166,973)	(1,680,000)	(185,485)	11.04%
Building & Grounds		98,832	771,779	110,904	14.37%
Cemetery		58,516	329,995	55,979	16.96%
Finance		149,316	1,312,841	179,284	13.66%
Office Supplies Credits		(1,149)	(9,000)	(794)	8.82%
Planning & Redevelopment		252,509	1,530,223	291,526	19.05%
Postage Credits		(4,494)	(30,000)	(2,793)	9.31%
Streets & Storms - General		435,025	1,097,628	154,350	14.06%
Streets & Storms - Utilities		112,184	732,507	119,185	16.27%
Street Paving		0			0.00%
Solid Waste		418,061	2,927,194	577,294	19.72%
Engineering		155,651	995,111	157,639	15.84%
Fire Department		1,014,724	6,220,985	1,258,973	20.24%
Police Department		1,603,600	10,090,214	2,004,320	19.86%
Special Expense Fees		2,456,567	5,803,162	583,931	10.06%
Parks & Recreation		602,512	3,766,154	891,749	23.68%
Golf Course		135,764	859,120	135,277	15.75%
Total		\$ 8,589,332	\$ 43,639,310	\$ 7,962,765	18.25%
UTILITY FUND					

			Actual	Adjusted Budget	Actual to Date	YTD %	
	Revenues		FY '17-18	FY '18-19	FY '18-19	Collected	
	Charges for Services		\$ 2,489,391	\$ 16,778,500	\$ 2,783,620	16.59%	
	Capital Returns		4,684	37,900	14,554	38.40%	
	Miscellaneous Revenues		21,167	4,417,009	1,375,295	31.14%	
	FB Withdrawal/PO Appropriation		\$ -	\$ 1,708,064		0.00%	
	Total		\$ 2,515,242	\$ 22,941,473	\$ 4,173,469	18.19%	
			Actual	Adjusted Budget	Actual to Date	YTD %	
	Departmental Expenditures		FY '17-18	FY '18-19	FY '18-19	Collected	
	Distribution & Collections		\$ 417,373	\$ 3,595,982	\$ 444,608	12.36%	
	Water Treatment Plant		844,145	6,024,071	984,043	16.34%	
	Water Reclamation Plant		909,122	7,437,465	1,106,662	14.88%	
	UF - Capital		886,967	4,754,551	1,246,547	26.22%	
	Compost Facility		144,977	1,129,404	137,590	12.18%	
	Total		\$ 3,202,584	\$ 22,941,473	\$ 3,919,450	17.08%	
	DOWNTOWN DISTRICT FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %	
	Revenues		FY '17-18	FY '18-19	FY '18-19	Collected	
	Tax Revenues		\$ 1,488	\$ 72,155	\$ 1,235	1.71%	
	Capital Revenue		56	315	568	180.32%	
	FB Withdrawal/PO Appropriation			15,366			
	Total		1,544	87,836	1,803	2.05%	
			Actual	Adjusted Budget	Actual to Date	YTD %	
	Departmental Expenditures		FY '16-17	FY '17-18	FY '17-18	Spent	
	Downtown District		\$ 2,304	\$ 87,836	\$ 11,010	12.53%	
	Total		\$ 2,304	\$ 87,836	\$ 11,010	12.53%	
	OCCUPANCY TAX FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %	
	Revenues		FY '17-18	FY '18-19	FY '18-19	Collected	
	Occupancy Tax/Civic Center		\$ 122,114	\$ 690,000	\$ 118,650	17.20%	
	Occupancy Tax/Travel & Tourism		30,529	170,000	29,779	17.52%	
	County of Wayne Occupancy Tax		32,645	170,000	24,804		
	Capital Returns/Misc./Property Sale		\$ 829	\$ 1,050	\$ 58,180	0.00%	
	FB Withdrawal/PO Appropriation			\$ 149,184			
	Total		\$ 186,117	\$ 1,180,234	\$ 231,413	19.61%	
			Actual	Adjusted Budget	Actual to Date	YTD %	
	Departmental Expenditures		FY '17-18	FY '18-19	FY '18-19	Collected	
	Civic Center		\$ 228,763	\$ 818,261	\$ 215,491	26.34%	
	Travel & Tourism		67,828	361,973	92,542	25.57%	
	Total		\$ 296,591	\$ 1,180,234	\$ 308,033	26.10%	

STORMWATER FUND							
			Actual	Adjusted Budget	Actual to Date	YTD %	
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected	
	Stormwater Fee		\$ 28,142	\$ 1,504,000	\$ 236,465	15.72%	
	FB Withdrawal/PO Appropriation			10,861			
	Total		28,142	1,514,861	236,465	15.61%	
			Actual	Adjusted Budget	Actual to Date	YTD %	
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Spent	
	Stormwater Division		\$ 38,639	\$ 1,514,861	\$ 138,686	9.16%	
	Total		\$ 38,639	\$ 1,514,861	\$ 138,686	9.16%	

PLANNING DEPARTMENT
MONTHLY REPORT – AUGUST, 2018

Prepared by: Sally Johnson

General Tasks

During the month of August, 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. The City received 0 hours of Community Service work during the month of August. Code Enforcement is now issuing \$25.00 **parking violation tickets** within the downtown area or upon notification elsewhere in the City. During the month of August, 16 tickets were issued. Seven tickets were paid in August.

Parked in Wrong Direction	12
Parked in Proximity to Fire Hydrant	1
Parked in a Prohibited Area (No Parking Zone)	1
Other (Bus Loading Zone, Crosswalk, Sidewalk)	2

2018

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	5	6	5	3	7	4	7	7					44	6
Historic District Comm. Cases	2/1	2/1	1/1	1/0	0/2	2/0	1/2	1/2					10/9	1/1
Code Enforcement														
Grass Cutting	0	0	0	0	102/ \$6,100	69/ \$4,540	65/ \$3,775	79/ \$4,400					315/ \$18,815	39/ \$2,352
Junk Vehicles Tagged/Towed	30/1	22/ 2	23/ 3	16/5	21/3	20/5	18/3	0/0					127/19	16/2
Illegal Signs Removed	130	127	110	56	85	92	61	62					717	90
Bags of Litter Picked Up	331	473	583	316	552	437	319	394					3,405	426

2017

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	7	6	4	5	8	0	6	8	5	7	8	5	69	6
Historic District Comm. Cases	0/1	1/3	0/2	0/0	0/4	2/1	1/4	1/3	2/4	3/2	3/2	3/3	16/28	1/2
Code Enforcement														
Grass Cutting	0	0	0	35/ \$2,010	70/ \$4,075	77/ \$5,030	91/ \$5,080	61/ \$3,445	68/ \$3,970	43/ \$2500	20/ \$1135	1/ \$40	466/ \$27,255	39/ \$2271
Junk Vehicles Tagged/Towed	37/7	18/4	0/7	0/3	24/0	18/6	0/8	0/4	0/7	0/3	32/6	0/0	129/5 5	12/5
Illegal Signs Removed	76	57	65	24	18	119	160	62	24	59	173	96	933	78
Bags of Litter Picked Up	73	516	758	749	322	435	411	262	321	362	253	423	4,885	407

**ENGINEERING DEPARTMENT
MONTHLY REPORT – AUGUST 2018**

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

Stoney Creek Greenway

- Staff is awaiting right of way certification form from NC Department of Transportation;
- The design process is 75% complete.

Phase IV Sewer Collection Rehabilitation

- T. A. Loving Company submitted the low bid of \$8,344,167.30 at the bid opening held on July 3, 2018;
- Council awarded contract to T. A. Loving Company on July 16th contingent upon approval of additional State Revolving Loan funding;
- Staff is coordinating with the Local Government Commission and the Division of Water Infrastructure for the approval of the additional funds;
- Preconstruction meeting scheduled on September 19, 2018;
- Start of construction anticipated October 2018.

Center/Holly Street Water Tank Painting

- Bids received were over budgeted amount due to lead paint issue;
- Staff is coordinating having a lead paint evaluation performed;
- Project anticipated advertising in October 2018.

SJAFB Sewer Outfall Improvements

- Staff is preparing design plans and bid documents to replace the sewer line from SJAFB to the Stoney Creek Sewer Outfall;
- The design process is 30% complete;
- Anticipated bid advertisement is November 2018.

Glenwood Trail Storm Drain Replacement Project

- Contract is 5% complete;
- Contract completion date is December 24, 2018;
- A \$285,000 Golden Leaf Foundation Grant provides funding for this project.

2018 Street Improvement Project

- Field survey work is complete and the design phase is in progress for this paving project pertaining to Oak Hill Drive from North Berkeley Boulevard to Green Drive and East Chestnut Street from South Slocumb Street to South Leslie Street;
- Design phase is 90% complete;
- The City Attorney is coordinating the acquisition of the required additional right of way.

2018 Street Resurfacing

- Turner Asphalt submitted the low bid of \$2,627,358.15 at the bid opening held on August 21, 2018;
- Staff will submit recommendation for contract award at the September 4th Council meeting.

Beech Street Sanitary Sewer Improvements

- Staff is evaluating if this project can be amended to the Phase IV Sewer Collection Rehabilitation Project (CWSRF).

Best Management Practices (BMPs) Inspections

- Approximately 300 BMPs have been approved and 254 BMPs have been constructed to date;
- All BMP inspections have been completed through the month August 2018.

Goldsboro Fire Department

Monthly Report – August 2018

Report Prepared By: Joseph Dixon JD/CL

Fire Prevention and Outreach

- 8/1, 8/8, 8/15 – Community Outreach – Summer Splash Days – The Grand at Day Point Apartments
- 8/1, 8/8, 8/15 – Community Outreach – Summer Splash Days – Lincoln Homes
- 8/1, 8/15 – Community Service - Car Seat Safety Check
- 8/3, 8/10, 8/17 – Community Outreach – Summer Splash Days – Fairview Homes
- 8/4 - Public Education - School Supply Drive - CS Brown Lodge
- 8/4 – Public Education – Kid’s Fest – AMF Boulevard Lanes
- 8/7 – Public Education – National Night Out – Herman Park Center
- 8/7, 8/14 – Community Outreach – Summer Splash Days – West Haven Apartments
- 8/9 – Public Education – Back to School Event – Fairview Park
- 8/9, 8/16 – Community Outreach – Sprinkler Fun Days – Cornerstone Commons
- 8/9, 8/23 – Community Outreach – Center Street Jam – John Street
- 8/16 – Public Education – Goldsboro Housing Authority - Hinson Street
- 8/18 – Public Education – Fire Truck Display – Masonic Lodge
- 8/20 – Public Education – 2nd Annual Homeschool Fair – The Lord’s Table
- 8/23 – Public Education – Back to School Event – Lincoln Homes
- 8/24, 8/25, 8/26 – Community Outreach – Fill the Boot Fundraiser – Walmart Supercenter
- 8/25 – Public Education – Community Event – New St. John AME Church
- 8/25 – Public Education – Community Fun Day – H.V. Brown Park
- 8/28 – Public Education – Engine 3

Working Structure Fires

- 8/3 – 600 E Pine St.
- 8/16 – 1005 Harris St. Apt. 5

Working Vehicle Fires

- 8/1 – E Ash St. & N Slocumb St.
- 8/7 – 2802 E Ash St.
- 8/23 - Royall Ave. & N Spence Ave.

2018	<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:	234	165	196	197	208	182	195	229					201
Structure Fires:	3	6	2	2	6	2	1	2					3
EMS Calls:	63	52	63	68	89	69	71	87					70
Vehicle Accidents:	49	22	39	27	38	34	38	31					35
Fire Alarms:	49	34	44	35	38	38	47	59					43
Other:	70	51	48	65	51	39	38	50					52
Training Hours:	2683	2871	2149	2172	1962	1878	2776	3228					2465
Safety Car Seat Checks:	2	10	10	9	10	4	3	8					7
Inspections:	52	67	68	95	102	106	99	142					91
2017	<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:	268	227	226	206	212	194	204	177	210	218	192	204	212
Structure Fires:	3	4	6	2	2	3	4	4	0	4	4	7	4
EMS Calls:	112	100	99	84	71	69	70	65	86	88	52	79	81
Vehicle Accidents:	33	35	40	35	38	37	29	27	34	43	38	40	36
Fire Alarms:	53	35	38	36	43	43	55	42	43	36	36	32	41
Other:	67	53	43	49	58	42	46	39	47	47	62	46	50
Training Hours:	3209	2870	3457	2153	2001	2020	1532	1686	1587	2496	1939	1286	2186
Safety Car Seat Checks:	6	16	10	8	12	11	5	13	53	6	2	6	12
Inspections:	31	57	53	56	113	120	99	113	70	51	63	37	72

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 Monthly Report - August 2018

Report Prepared by: Michael D. West MDW/KB

Total UCR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft and arson) for August 2018 were 244 compared to 261 for July 2018.

Property with an estimated value of \$154,344 was reported stolen while property with an estimated value of \$26,343 was recovered.

Officers arrested 200 people and 357 citations were issued during the month. There were 72 drug -related charges.

There were 1 report(s) of assault on an officer.

Revenue collected for August 2018 included:

Police Reports	\$471.00
Fingerprints	\$270.00
Special Events	\$50.00

UCR COMPARISON & TREND															
	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					0	0.0
Rape(&attempts)		2	1	0	2	1	0	2	0					8	1.0
Robbery		1	10	7	5	4	6	6	5					44	5.5
Aggravated Assault		6	12	11	13	15	13	17	9					96	12.0
Simple Assault		34	29	55	34	32	32	24	46					286	35.8
Breaking & Entering		40	27	23	31	37	41	36	27					262	32.8
Larceny		129	115	126	134	132	121	127	110					994	124.3
Motor Vehicle Theft		7	4	7	7	7	5	6	11					54	6.8
Arson		0	2	0	0	0	1	1	1					5	0.6
Fraud		46	33	22	34	42	38	42	35					292	36.5
TOTALS		265	233	251	260	270	257	261	244					2041	255.1
	2017	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE															
Homicide		1	0	0	0	4	0	0	0	0	2	3	1	11	0.9
Rape(&attempts)		0	0	0	0	0	1	0	0	0	0	0	0	1	0.1
Robbery		8	6	9	2	3	10	5	10	2	7	7	12	81	6.8
Aggravated Assault		17	23	25	12	18	13	9	20	21	21	20	14	213	17.8
Simple Assault		24	29	35	38	31	29	48	46	42	24	23	18	387	32.3
Breaking & Entering		24	25	29	45	35	23	34	18	34	23	42	43	375	31.3
Larceny		145	104	126	105	135	122	140	142	122	131	113	141	1526	127.2
Motor Vehicle Theft		7	1	9	3	4	9	7	8	0	2	8	7	65	5.4
Arson		0	0	0	0	0	0	0	0	0	0	1	2	3	0.3
Fraud		36	30	37	54	44	31	34	39	41	30	30	27	433	36.1
TOTALS		262	218	270	259	274	238	277	283	262	240	247	265	3095	257.9

ms
9-6-18

Prepared by: *W. Scott Barnard* SB/FLB/JS

Complex. USSSA Adult Softball Tournament included 1500 guests.

[illegible]



Travel & Tourism Department
Monthly Report – August 2018
Prepared by: Ashlin Glatthar

- ♣ 178 inquiries were fulfilled for the month of July by the TTO— 80 incoming phone calls, 70 visitors to the office, and 28 e-inquiries. 100 promotional items were donated to groups staying in local hotels.
- ♣ Total hotel revenue generated in July was \$1,816,984, which is down 2.8% YOY. August earnings not released yet.
- ♣ For the month, TTO Facebook page has had 375 new page likes. Instagram page has 55 new followers. Twitter page has gained 3 new followers.
- ♣ During the first week of August, Ashlin held an introductory call with the new PA Officer for the 916th, Capt. April Dolak, to discuss upcoming media and civic leader flights.
- ♣ In July, TTO released the RFP for WOW 2019 Media Services to over 40 ad agencies throughout NC and neighboring states. Six ad agencies from across North Carolina and one based in D.C. submitted proposals. On August 16th, a team comprised of city officials and a representative from the 4th FW Public Affairs office met to review the submittals. The teams graded the proposal based on the quality and adherence to the RFP's needs.
- ♣ In the month of August, Ashlin met with the front desk of two local hotels: Hampton Inn & Best Western Plus. The purpose of the meeting was to go over the visitor's guides and help boost the confidence of our local front desk agents when giving recommendations to guests about fun things to do and where to eat when visiting Goldsboro. Ashlin plans to meet with additional hotels when schedules allow.
- ♣ TTO is focusing on digital media marketing. In August, the training for CrowdRiff wrapped up, Arrivalist pixels were embedded into several websites and advertising channels to help track where visitors are coming from, and TTO conducted its first photo contest (Hit Us With Your Best Shot) that led to 400 new page likes and 15,000 impressions.
- ♣ Going into the last week of August, TTO finalized advertising for NC Poultry Festival, band/crew needs for Jerrod Niemann's show, the meet & greet, a survey for festival attendees, CrowdRiff photo wall, and VIP tent décor & food.
- ♣ TTO worked with IT to create a sports tourism video to be used for the Connect Sports Conference (attended by Parks & Rec) and TEAMS (to be attended by TTO) to help recruit and book new events at the sports complex.
- ♣ On August 20th, Ashlin attended the Visit NC Media Mission and met with 35 writers, bloggers, publications, and TV networks to pitch travel stories about Goldsboro-Wayne County. Many writers have expressed interest and reached out to Ashlin post-event to schedule a time to come to Goldsboro for a FAM tour. Ashlin is currently working to plan a 1.5 event for writers on October 13-14 in an effort to generate positive press about our area.
- ♣ The Hotel and Market Study for the Maxwell Center completed in July by HVS is now in final form. Working with an ad agency, TTO created a solicitation brochure as a tool for investors, as well as work with IT to build a landing page for the project. Once the tools are ready, TTO will conduct an email campaign to send the link and information to hotel developers and management companies.
- ♣ On August 30th, Ashlin attended the first WOW 2019 planning meeting with all the involved parties to set in motion the show for next spring. Directly after that meeting, Ashlin met with Downtown Development to help review Wayfinding Signage letters of interest.

Occupancy Tax Collections YTD

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2018-19	\$76,448	71,981											\$148,429	\$74,215
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
2016-17	\$69,073	\$77,434	\$67,869	\$58,613	\$86,744	\$87,662	\$63,904	\$60,529	\$75,368	\$68,577	\$64,312	\$64,218	\$844,303	\$70,359



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2018-59

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY ROBERT T. SMITH AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 28 YEARS

WHEREAS, Robert (R.T.) Smith retires on October 1, 2018 as an Assistant Training Specialist with the Goldsboro Police Department of the City of Goldsboro with more than 28 years of service; and

WHEREAS, R.T. began his career on August 15, 1990 as a Police Officer with the Goldsboro Police Department; and

WHEREAS, on December 10, 1997, R.T. was promoted to Evidence Technician with the Goldsboro Police Department; and

WHEREAS, on July 1, 2005, R.T.'s position was reclassified as a Crime Scene Specialist with the Goldsboro Police Department; and

WHEREAS, on October 29, 2014, R.T. was transferred into the position of Assistant Training Specialist with the Goldsboro Police Department where he has served until his retirement; and


WHEREAS, R.T. has proven himself to be a dedicated and efficient public servant who gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to R.T. Smith their deep appreciation and gratitude for the service rendered by him to the City over the years.

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

1. We express our deep appreciation and gratitude to R.T. for the dedicated service rendered during his tenure with the City of Goldsboro.
2. We offer R.T. our very best wishes for success, happiness, prosperity and good health in his future endeavors.
3. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 1st day of October, 2018.




Chuck Allen
Mayor

RESOLUTION NO. 2018-59**RESOLUTION EXPRESSING APPRECIATION
FOR SERVICES RENDERED BY ROBERT T. SMITH
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 28 YEARS**

WHEREAS, Robert (R.T.) Smith retires on October 1, 2018 as an Assistant Training Specialist with the Goldsboro Police Department of the City of Goldsboro with more than 28 years of service; and

WHEREAS, R.T. began his career on August 15, 1990 as a Police Officer with the Goldsboro Police Department; and

WHEREAS, on December 10, 1997, R.T. was promoted to Evidence Technician with the Goldsboro Police Department; and

WHEREAS, on July 1, 2005, R.T.'s position was reclassified as a Crime Scene Specialist with the Goldsboro Police Department; and

WHEREAS, on October 29, 2014, R.T. was transferred into the position of Assistant Training Specialist with the Goldsboro Police Department where he has served until his retirement; and

WHEREAS, R.T. has proven himself to be a dedicated and efficient public servant who gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to R.T. Smith their deep appreciation and gratitude for the service rendered by him to the City over the years.

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

1. We express our deep appreciation and gratitude to R.T. for the dedicated service rendered during his tenure with the City of Goldsboro.
2. We offer R.T. our very best wishes for success, happiness, prosperity and good health in his future endeavors.
3. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 1st day of October, 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2018-60

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY EARL MCINTYRE AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 13 YEARS

WHEREAS, Earl McIntyre retires on October 1, 2018 as a Police Officer in the Goldsboro Police Department of the City of Goldsboro with more than 13 years of service; and

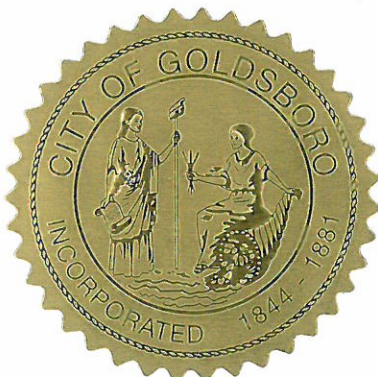
WHEREAS, Earl began his career on December 29, 2004 as a Police Officer with the Goldsboro Police Department where he has served until his retirement; and

WHEREAS, Earl has proven himself to be a dedicated and efficient public servant who gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Earl McIntyre their deep appreciation and gratitude for the service rendered by him to the City over the years.

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

1. We express our deep appreciation and gratitude to Earl for the dedicated service rendered during his tenure with the City of Goldsboro.
2. We offer Earl our very best wishes for success, happiness, prosperity and good health in his future endeavors.
3. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 1st day of October, 2018.




Chuck Allen
Mayor

RESOLUTION NO. 2018-60**RESOLUTION EXPRESSING APPRECIATION FOR
SERVICES RENDERED BY EARL MCINTYRE
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 13 YEARS**

WHEREAS, Earl McIntyre retires on October 1, 2018 as a Police Officer in the Goldsboro Police Department of the City of Goldsboro with more than 13 years of service; and

WHEREAS, Earl began his career on December 29, 2004 as a Police Officer with the Goldsboro Police Department where he has served until his retirement; and

WHEREAS, Earl has proven himself to be a dedicated and efficient public servant who gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Earl McIntyre their deep appreciation and gratitude for the service rendered by him to the City over the years.

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

1. We express our deep appreciation and gratitude to Earl for the dedicated service rendered during his tenure with the City of Goldsboro.
2. We offer Earl our very best wishes for success, happiness, prosperity and good health in his future endeavors.
3. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 1st day of October, 2018.

City Attorney

City Manager