



AGENDA
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF GOLDSBORO
COUNCIL CHAMBERS – CITY HALL – 214 N. CENTER STREET
OCTOBER 16, 2017



(Please turn off, or mute, all cell phones and pagers 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**
 - a. GWTA Veterans Promotion Information (Fred Fontana, GWTA Director)
 - b. Parade and Special Events Discussion (City Manager) * **Attachments Included**
 - c. Say I Do to Downtown (Downtown Goldsboro)
 - d. Sidewalk Replacement Request (City Manager)
 - e. Multi-Sports Equipment Discussion (City Manager) * **Attachment Included**
 - f. Rate and Cart Plan Discussion (Parks and Recreation)
- III. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER ST.**

Invocation (Pastor Marvin Alexander, New Spirit Church Ministries)
Pledge to the Flag
- IV. ROLL CALL**
- V. APPROVAL OF MINUTES (*Motion/Second)**
 - A. Minutes of the Work Session and Regular Meeting of June 26, 2017
- VI. PRESENTATIONS**
 - B. Resolution Expressing Appreciation For Services Rendered By Jason Singleton As An Employee Of The City Of Goldsboro For More Than 18 Years
 - C. Golden STAR Award Recipients (Human Resources)
- VII. PUBLIC HEARINGS**
 - D. CU-16-17 Michael Scales–Southwest corner of North William Street and Beech Street (Planning)
 - E. Continued Public Hearing--Deletion of ETJ: (Planning)
 1. Pate Property
 2. Mills Property

PLANNING COMMISSION EXCUSED (*Motion/Second)

 - F. Contiguous Annexation Request – AAA Mini-Storage (Paul Williams Property) 2.928 Acres (Planning)
- VIII. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)**
 - Request to Speak: MEPHIBOSHETH Project Inc. (Pastor Alexander)
 - Request to Speak: Tessa Brannon
- IX. CONSENT AGENDA ITEMS (*Motion/Second--Roll Call)**
 - G. Street Closing – Herman Place (Planning)
 - H. Resolution Authorizing the Execution of Lease Agreement Associated with the Multi-Sports Lighting (Finance)
 - I. Traffic Control Matters (Engineering)
 - J. Veterans Day Parade and Celebration – Street Closing Request (Downtown Goldsboro)
 - K. Third Annual Thriller Night – Street Closing Request (Downtown Goldsboro)
 - L. Community Affairs Commission Appointments (City Manager)
 - M. Departmental Monthly Reports
- X. ITEMS REQUIRING INDIVIDUAL ACTION (*Motion/Second)**
- XI. CITY MANAGER’S REPORT**
- XII. CITY ATTORNEY’S REPORT AND RECOMMENDATIONS**

XIII. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS

- N. Resolution Expressing Appreciation For Services Rendered By Brandon Davis As An Employee Of The City Of Goldsboro For More Than 9 Years
- O. Halloween Proclamation

XIV. CLOSED SESSION

XV. ADJOURN

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

****An application for this permit MUST be submitted at least 30 days prior to your special event.**

I. General Information

Type of Event: (please check all that apply)

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

Event Name: _____

Event Date(s): _____ **Event Website:** _____

Inclement Weather/Rain Date(s): _____

Description of Event (Please briefly describe the event.)

Requested Event Location: _____

Event Start Time/End Time: _____

Set-Up: Date & Time (start/end): _____

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

Estimated Daily Attendance: _____

Will this event require street closures? ☐ Yes ☐ No **Closure Times** _____

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

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: _____

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

Applicant Name: _____ **Title:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____ **Phone:** _____

Cell Phone: _____ **Email:** _____

Day of Event Contact:

Name: _____ **Phone:** _____

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)**

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

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

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

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

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

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

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

- ☐ Yes ☐ No Does the event involve the sale of food?
- ☐ Yes ☐ No Does the event involve the sale of alcohol?
- If "YES" has the health department been notified?
- For events with food, a letter from the health department must be submitted 30 days prior to the event.
 - Health Department: (919) 731-1000
 - The ABC Permit, issued by the NC ABC Commission, must be submitted to the Downtown Goldsboro office 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 If your event requires the closing of a street(s), have all property/business owners within 100 feet of the event space been notified via hand-delivered flyer or letter by applicant, stating time, place and description of event? **Please complete page 7 and submit with the application.**
- *The temporary closing of a NC Department of Transportation street would be at the discretion of the NC Dept. of Transportation.*
- ☐ 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/>.

VI. Miscellaneous:

Parking:

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

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

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

Insurance:

General Liability Insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance.

Event Cancellation:

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

Public Safety:

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

Police: The Goldsboro Police Department shall determine the number of police officers needed to appropriately manage security, as well as the time when such services shall commence. The Applicant may be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City of Goldsboro for the costs of providing on-duty law enforcement officers, to appropriately manage the event. Please contact the City of Goldsboro's Police Department Off-Duty Coordinator at 919-580-4253.

Prohibited Items:

No open carry firearms or illegal drugs are allowed.

Policy of Non-Discrimination:

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

Additional Rules Pertaining to Events:

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

Alcoholic Beverages:

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

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

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

****For street closing applications: applicant will be notified by the City Manager's Office when the Permit has been approved by the Goldsboro City Council.**

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. And 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:

Downtown Goldsboro Development Office

Attn: Erin Fonseca

219 N. John Street

Goldsboro, NC 27530

eacree@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 Erin Fonseca at eacree@goldsboronc.gov.

For Inner Office Use Only:

Downtown Goldsboro Representative

Goldsboro Police Department Representative



Special Event Release of Liability Waiver

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

_____ 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 ____ day of _____, 20_____.

_____(SEAL)

(Applicant & Authorized Representative of Event)

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



APPLICATION FOR THE USE OF CITY-OWNED PROPERTY FOR SPECIAL EVENTS

This application is a requirement for consideration as established by
the **Use of City-Owned Property for Special Events Policy** (attached).

Procedure: Applicant should allow at least 30 days for review of application prior to event date. Follow steps below in chronological order and indicate completion by checking corresponding box.

- 1) Meet with representative from City Planning Department to discuss request and get preliminary approval. ☐

Signature of Planning Department Representative

- 2) Complete Application and Include All Necessary Information. ☐

Applicant Signature

- 3) Submit Application and Supplemental Information to Chief of Police at City of Goldsboro Police Department. ☐

Police Chief/Operational Major Signature

- 4) If event is downtown, Application has been forward to DGDC office. DGDC has reviewed and forwarded comments to City Manager's office. ☐

DGDC Director Signature

DGDC office will scan final application with supporting attachments and email to Police and Planning departments to verify consistency of application content. If verified, DGDC will forward application to City Manager's office for action.

- 5) City Manager's office will contact applicant notifying of approval, denial or conditional approval. **Action Taken:** _____

Applicant: Non-city entities for non-city sanctioned events requesting the use of City-owned property other than the Paramount Theatre or Parks & Recreation facilities for special events must complete the following:

Name:

Address:

Home Phone #:

Mobile Phone #:

Driver's License #:

State of Issuance:

Detailed Description of Event:

Continued on page 2

Hours of Operations:

Security Needs & Plan:

Types of Food/Beverages (specify if alcohol is to be used and container – no glass permitted):

Other Products to be Sold:

Parking & Traffic Plans (*if event will block access via alley, street, or sidewalk to residences or businesses, applicant is required to notify affected parties and provide signatures of parties stating they have been notified. An acceptable signature form is attached for use, if necessary. Form should be attached to application upon submittal.*):

Trash Collection & Recycling Plans:

The following items need to be included as attachments to the application. Application will not be considered until all of this information is provided:

1. Please provide a drawing or site plan showing the city property to be used and indicate location of tables, barricades, portable bathroom facilities, parking, or any other structures to be used on site. ☐
2. A copy general liability insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. ☐
3. A signed copy of the provided Indemnity Statement attached. An acceptable template is attached for use. ☐
4. A copy of all permits and licenses issued by the State/City or County including health and ABC permits; if applicable. ☐

The following requirements must be met; please indicate you are aware of these requirements and have provided evidence of such if necessary by checking the corresponding box:

1. The event/use is allowed by the underlying zoning district. ☒
Call Planning & Development for verification (919) 580-4333.
2. Hours of the event shall be no earlier than 10:00 am and end no later than 10:00 pm. ☐

3. Security in the form of providing off-duty police officers has been arranged and approved by the City of Goldsboro Police Chief. ☐
4. A deposit of \$50 to ensure a clean site post-event is included with application and applicant understands the property is to be in the same condition post event as prior to and is the responsibility of the applicant. *Please make check payable to: City of Goldsboro* ☐
5. No political or campaign promotions are permitted during the special event. ☐
6. Applicant understands that excessive noise in violation of the City's Noise Ordinance will not be permitted and penalties may be invoked as addressed in the Policy. ☐
7. Tents and other appurtenances meet all North Carolina Fire & Building Code requirements. Call the Inspections Department for verification at (919) 580-4346. ☐
8. All properties within 100 feet of the event property that may be impacted from traffic, noise, parking or other effects have been notified by the applicant by certified or hand-delivered mail detailing the time, place and description of event. A copy of those notified are attached. ☐
9. Applicant has read, in it's entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. ☐

Alcoholic Beverages:

If consumption of alcohol is planned on property for event, the following additional requirements must be met; please indicate you are aware of these requirements and have provided evidence of such if necessary by checking the corresponding box:

10. Applicant/event coordinator must be a non-profit entity. Proof of this in the form of a federal tax exemption status is provided with application. ☐
11. All necessary ABC permits have been issued by the State and copies are provided with application. ☐
12. Signs shall be posted, visited at all exit points from the special event stating that it is unlawful to remove alcoholic beverages in opened or sealed containers from the premises. Areas where alcohol will be consumed, served or sold must clearly be defined and delineated on the premises by barricades, caution tape or other acceptable means. ☐
13. A background check of the applicant for the special event and the applicant for the ABC permit, if not the same, has been conducted and a copy is included with application. ☐

CITY OF GOLDSBORO

POLICY REGARDING THE USE OF CITY-OWNED PROPERTY FOR SPECIAL EVENTS

The City Manager or his or her designee may issue permits for the usage of City-owned property for special events provided such uses comply with the provisions of this Policy. The use of City-owned Recreation and Parks property and the Paramount Theatre is not regulated by this Policy.

1. Filing of Application for Use of City-Owned Property

Any person, firm or organization that proposes to utilize City-owned property for a special event shall prepare and file an application with the City Manager or his or her designee which shall contain the following information.

- a. The name, address and telephone number of the entity desiring to utilize the City-owned property.
- b. A detailed description of the event to be held including hours of operation, security needs and plans to address security issues, types of food, beverages, alcohol or other products to be served or sold, parking and traffic plans and trash collection and recycling plans.
- c. A drawing or site plan showing the City-owned property to be utilized depicting the proposed placement of tables, barricades, portable bathroom facilities, parking or any other structures or uses proposed to be conducted on the property.
- d. Evidence of adequate insurance or other form of security to hold the City and its taxpayers harmless from claims arising out of the operation of the special event as determined by the City Manager in consultation with the City Attorney and insurance carrier.
- e. An indemnity statement, approved by the City Attorney, whereby the event operator agrees to indemnify and hold harmless the city and its officers, agents and employees from any claim arising from the operation of the special event.
- f. A copy of all permits and licenses issued by the State or the City including health and ABC permits, licenses necessary for the conducting of the special event or a copy of the application for the permit if no permit has been issued.
- g. A fee as provided in the City fee schedule to cover the cost of processing and investigating the application and issuing the permit.

2. Issuance of Permit

No permit for the usage of a City-owned property for a special event may be issued unless the application is complete and unless the following requirements are met.

- a. The special event must be allowable by the underlying zoning district.
- b. Hours for the special event shall be no earlier than 10:00 a.m. and end no later than 10:00 p.m.
- c. Security plans, including the provision of providing off-duty police officers must be provided as approved by the City of Goldsboro Police Chief.
- d. Solid waste plans must be provided and approved by the Public Works Department. Solid waste plans shall include provisions for both trash and recyclables. A deposit must be provided and will be forfeited if property is not cleaned to its prior condition.
- e. No political or campaign promotions are permitted during the special event.

- f. No firearms are permitted on City-owned property.
- g. Excessive noise in violation of the City's Noise Ordinance will not be permitted and penalties may be invoked as follows:

1 st Offense:	Warning (Verbal or Written)
2 nd Offense:	Termination of Special Event
- h. Applicant must provide proof of general liability insurance coverage of at least \$1 million.
- i. All tents and other appurtenances to be utilized in conjunction with the special event shall meet all North Carolina Fire and Building Code requirements and obtain necessary permits. Events as required by the North Carolina Fire Code may require the provision of fire watch personnel.
- j. When the usage of City-owned property for a special event could impact adjoining properties from a traffic, noise, parking or other perspective, then it shall be the responsibility of the applicant to notify all affected parties. All properties within 100 ft. of the special event shall be notified by certified or hand-delivered mail in the form of a notice detailing the time, place and description of the event. The applicant shall certify that all parties have been notified on forms provided by the City.
- k. The City Manager may require additional provisions if he or she feels it is in the best interest of the City and its citizens.

3. Alcoholic Beverages on City-Owned Property for Special Events

The City Manager or his or her designee may approve the consumption of alcoholic beverages on public property in accordance with Section 130.03 of the Goldsboro City Code if the all of the following requirements have been satisfactorily addressed and that the granting of a permit is in the City of Goldsboro or the public's best interest.

- a. The event is for a non-profit organization and proof of such has been submitted.
- b. All necessary ABC permits have been issued by the State.
- c. Signs shall be posted, visible at all exit points from the special event that it is unlawful to remove alcoholic beverages in open or unsealed containers from the premises. Areas where alcohol will be consumed, served or sold must clearly be defined and delineated on the premises by barricades, caution tape or other acceptable means.
- d. The applicant or operator of the special event shall not have violated any law, regulation or ordinance relating to the possession, sale, transportation or consumption of intoxicating beverages or controlled substances for the three years preceding the commencement of the special event.

A satisfactory background check of the applicant for the special event shall be performed by the City Police Department prior to issuance of any approvals.

4. Denial of Request for Use of City-Owned Property for Special Events

An application may be denied if it is found that the granting would not be in the City of Goldsboro's or the public's interest. If the City Manager or his or her designee feels that the use of the City-owned property for a special event has been so utilized on an excessive or too frequent basis, the application may be denied. Any applicant denied a permit to utilize City-owned property for a special event shall receive a written statement outlining the grounds on which the denial is based. The applicant may appeal the denial of the application to the City Council within fifteen working days of the written denial and the City Council may take such corrective action as it shall find necessary. The findings and the determination of the City Council shall be final.

5. Permit Revocation

The City Manager or his or her designee may revoke a permit issued pursuant to this section if he or she finds that the applicant or operator of the special event has:

- a. Deliberately misrepresented or provided false information in the permit application;
- b. Violated any provision or City or County Health Department regulation;
- c. Violated any law, regulation or ordinance regarding the possession, sale, transportation or consumption of intoxicating beverages or controlled substances;
- d. Operates the special event in such a manner as to create a public nuisance or to constitute a hazard to the public health, safety or welfare, specifically including failure to keep the City-owned property clean and free of refuse.



NORTH CAROLINA

INDEMNIFICATION AGREEMENT

WAYNE COUNTY

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of _____ 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 _____ day of _____, 20____,

_____(SEAL)

Applicant & Authorized Representative of Event

Work Session – October 16, 2017

Item e. Multi-Sports Equipment Discussion

Mayor and City Councilmembers,

During the FY 2017-18 Budget Discussion, some concerns were raised about the equipment for the multi-sports complex. Although City Council adopted the budget, staff was asked to bring these items back for additional discussion. Based on a recent meeting to discuss the necessity of these items, I have provided the original list of items approved along with a revised recommendation. In addition, while this equipment was listed as multi-sports complex, some of it will be primarily used at the multi-sports complex and some of it will be used throughout our parks. I have indicated this usage as well.

My hope would be to gain approval of the City Council to move forward with the procurement of this equipment in the near future. Please let me know if you have questions or concerns.

Scott

Multi-Sports Complex Equipment Approved in Parks & Recreation FY 2017-18 Budget Request

Description	Estimated Cost	Recommend Purchase	Comments/Usage
Field Rake	\$14,000	Yes	For use throughout Parks and Recreation
Utility Club Cart	\$10,600	Yes	Primarily for use at multi-sports complex
Heavy Duty Mower-Reel- 7 gang	\$78,889	Yes	Primarily for use at multi-sports complex
Crew Cab Pickup Truck	\$28,500	Yes	Additional vehicle to move equipment and staff. For use throughout Parks and Recreation
1 Ton Pickup Truck	\$47,500	Yes	Replacement of dump truck. For use throughout Parks and Recreation
Riding Mower – rotary	\$33,347	No	Primarily for use at multi-sports complex
Reel Mower – 5 gang	\$57,411	No	Primarily for use at multi-sports complex

MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD
JUNE 26, 2017

WORK SESSION

The Mayor and Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on June 26, 2017 with attendance as follows:

Present:

- Mayor Chuck Allen, Presiding
- Mayor Pro Tem Bevan Foster
- Councilmember Antonio Williams
- Councilmember Bill Broadaway
- Councilmember Mark Stevens
- Councilmember David Ham
- Councilmember Gene Aycock
- Jim Womble, Attorney
- Scott Stevens, City Manager
- Melissa Corser, City Clerk
- Randy Guthrie, Assistant City Manager
- Holly Jones, Intern
- Kaye Scott, Finance Director
- Jimmy Rowe, Planning Director
- Jennifer Collins, Assistant Planning Director
- Rick Fletcher, Public Works Director
- Mike Wagner, Assistant Public Utilities Director
- Chad Lemasters, Streets & Storms Superintendent
- Scott Williams, IT Director
- Shycole Simpson-Carter, Community Relations Director
- Pam Leake, Interim Human Resources Director
- Octavius Murphy, Assistant to the City Manager
- Allen Anderson, Chief Building Inspector
- Sherry Archibald, Paramount Theatre & GEC Director
- Tracie Davis, Communications & Marketing Director
- Mike West, Police Chief
- Scott Barnard, Parks & Recreation Director
- Gary Whaley, Fire Chief
- Fred Fontana, GWTA Director
- Ken Conners, News Director-Curtis Media Group East
- Rochelle Moore, Goldsboro News-Argus (arrived at 5:02 p.m.)
- Lonnie Casey, Citizen
- Shirley Edwards, Citizen
- Carl Martin, Citizen
- Lawrence Merritt, Citizen
- Bobby Mathis, Citizen
- Della Mathis, Citizen
- Yvonnia Moore, Citizen
- Leatrice Stanley, Citizen
- Mark Colebrook, Citizen
- Caralyn Blake, Community Affairs Commission
- Captain Matthew Pendergraph, Fire Department
- Terry Cottle, Historic District Commission
- Sarah McCullough, Mayor's Committee for Persons w/ Dis.
- Gretchen Reed, Tourism Council
- Ron Lawrence, Attorney (arrived at 6:12 p.m.)

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

Adoption of the Agenda. Upon motion of Councilmember Broadaway, seconded by Councilmember Ham and unanimously carried Council added Item F-1 Animal Control to the Work Session Agenda. Upon motion of Councilmember Ham,

seconded by Councilmember Stevens and unanimously carried, Council adopted the agenda.

Invocation. The invocation was provided by Chief Whaley.

Boards and Commissions Reports. The following boards and commissions provided Council with an update on membership, purpose and activities:

- Community Affairs Commission – Caralyn Blake, Chairperson
- Local Firefighters’ Relief Fund Board of Trustees – Captain Matthew Pendergraph, Chairperson
- Historic District Commission – Terry Cottle, Chairperson
- Mayor’s Committee for Persons with Disabilities – Sarah McCullouch, Chairperson
- Goldsboro Tourism Council – Gretchen Reed, Chairperson

Mayor Pro Tem Foster expressed concerns regarding diversity on the Planning Commission.

Mayor Allen thanked them for their service on these boards. Mayor Allen stated these boards are an important part of city government.

Summer Youth Jobs. Councilmember Williams stated one of the things I was concerned about was demographics. I asked Shycole to get those numbers last week and she has not got those to me yet. Mr. Stevens replied 51 of the 60 are low-moderate income, so 86% was low-moderate.

Mayor Pro Tem Foster asked what schools the kids came from. Mr. Scott Stevens shared the following information:

- Goldsboro High School – 26
- Charles B. Aycock – 4
- Eastern Wayne – 17
- Spring Creek – 2
- Rosewood – 1
- Wayne Early Middle – 6
- Wayne County Day – 1
- Wayne Christian – 1
- Wayne School of Engineering – 1

Councilmember Williams stated he was glad to hear Seymour Johnson Air Force Base created some more jobs.

Mayor Pro Tem Foster stated what about the kids that were not hired this year, what can we possibly do to help them next year. Mr. Stevens recommended waiting until the end of the program, come back with a list of things we could do better on next year.

Mr. Stevens introduced, Ms. Holly Jones, an intern for the City Manager’s Office.

Councilmember Williams suggested getting a gift card for students who were not selected for the youth employment program.

Permit Fees for Work Related to Hurricane Matthew. Mr. Allen Anderson stated after Hurricane Matthew we waived all permits fees related to storm damage. Recently the County extended waiving permits fees related to Hurricane Matthew until June 30, 2018. Mr. Anderson asked if Council would want to consider waiving the city’s fees until that time or set a date to when this might expire.

Mr. Stevens stated one thing he would like to add is the county is waiving all fees, new construction or renovation, for those related to Hurricane Matthew.

Mayor Pro Tem Foster stated it is a good idea to waive permits fees for those who were affected by the storm.

Upon motion of Councilmember Aycock, seconded by Councilmember Stevens and unanimously carried, Council agreed to extend waiving the permit fees related to Hurricane Matthew until 2018.

Position Description Cost Update. Ms. Pamela Leake stated there was an interest in securing a professional firm to review position description analysis. I obtained bids from two agencies, Development Associates and Springsted. Both of them have actually worked with North Carolina municipalities and prices ranged from \$15,000 to \$22,500, which includes the review of all job descriptions, class specifications and salary rates.

Mayor Pro Tem Foster stated he would like to have that information so he can research before making a decision.

Mayor Allen asked staff to share the information with all of Council.

Busco Beach Discussion. Mr. Jimmy Rowe provided a map of Busco Beach. We extended our ETJ back on January 24, 1994 to include Busco Beach. At that particular time Busco Beach had a total of 246.33 acres. On April of 1994, the owner submitted a change of zone application. On May 23rd the Planning Commission recommended approval of the change of zone application from R-16 to General Business Conditional District Watershed Protection. On June 6, 1994 the Council approved the rezoning request. After that time, we got a report from North Carolina Department of Public Safety that there were some deficiencies at Busco Beach. We found out all of the buildings they had built did not meet the flood plain management program. The building inspector issued a stop work order. On February 20, 2013 the North Carolina Department of Public Safety sent the city a letter indicating that all flood plain management requirements for Busco Beach had been met, after that they submitted another application for conditional district which included an additional 432.13 acres. Currently Busco Beach contains 678.46 acres. After several deferrals by the Planning Commission, their request was recommended to be approved by the Planning Commission on September 3, 2013 and on October 7, 2013 Council recommended approval with some conditions. One of the main conditions was the hours of operation for Busco Beach was 8:00 am to 11:00 pm with no riding of atv's between 11:00 pm and 8:00 am. We have received complaints they continue to ride after the hours. A letter was written to the owner. The City of Goldsboro does not have any police power in the ETJ, the County could police it, but therefore with the conditions set forth, we do not really have the manpower we have in code enforcement. Mr. Rowe stated based on that my recommendation would be to delete Busco Beach from our ETJ. Therefore, for a period of 60 days we would maintain until the County can adopt regulations. In addition, by doing this our ETJ would go back to the river. I am also recommending we transfer city lots from the flood buyout program to the County who owns several properties adjacent to those mentioned.

Mayor Pro Tem Foster asked if there was anything we could do to get the Sheriff to police. What's the difference in them policing in my neighborhood versus going out there to enforce the law.

Mr. Stevens stated I would imagine going out there to find someone riding the atv in the woods would be challenging.

Additional discussion included ETJ planning, rezoning and annexation. Council agreed staff could proceed with the process of removing Busco Beach from the ETJ. Mr. Rowe stated the County would also need to agree to accept before it could be deleted from the ETJ.

Former WA Foster Council Committee Discussion. Mr. Stevens provided an update on the former WA Foster building. Mr. Stevens asked if any of Council would like to be a part of future discussions. Mayor Allen, Mayor Pro Tem Foster and

Councilmember Stevens stated they would like be a part of the council committee for the former WA Foster building.

Animal Control. Chief West shared at the end of last year, the Animal Control Officer retired, the animal control duties at that time became the responsibility of the Police Department's Fleet Maintenance and police officers. About 90 days ago, the County took over animal control services for the city on a trial basis. Since then, the citizens of Goldsboro have been calling Wayne County Animal Control for service within the city. The County has agreed to take over animal control duties for the city at a cost to the city of \$70,000.00. The County will hire an additional animal control officer to bring their total to 5 officers and to also purchase additional equipment. The animal control position was a grade 70 and with fringes it comes to \$57,270. When animal control was a separate division in 2013, the total budget was \$62,900.

Chief West shared the following:

Pros: 5 animal control officers with 24/7 access. The city is not responsible for equipment such as animal traps and a truck.

Cons: The County does not currently handle cats and they also are not responsible for picking up animal carcasses. Any wildlife such as possums, snakes, squirrels, etc., the caller will be referred to NC Wildlife.

Council discussed and consensus was staff could proceed with the County taking over animal control duties for the city.

Enhanced Community Involvement Plan. Chief West provided the following information.

CALEA Manager

9 applicants will participate in an Assessment Center on July 12th and 13th at City Hall. I hope to have a CALEA Manager hired by the end of July.

Mayor Pro Tem Foster asked what the qualifications were for the job. Mr. Stevens stated we do have a position description we can provide. Mayor Allen asked they send out the position description. Additional discussion included the assessment process.

Community Policing

Currently each patrol shift (4), SEU and Investigations dedicate two officers to conduct foot patrols in each district twice a month for two hours. Patrol Officers conduct their foot patrols on their day off and receive call back pay. Police officers continue to receive Community Policing training and conduct community projects as part of those classes.

Community Policing projects so far:

- Cook out for residents at The Grand at Day Point
- Yard cleanups in a couple of neighborhoods
- Built shelves at Dillard school to hold non-perishable food items
- Senior games at the senior center
- Field day at the Boys and Girls Club
- Shoot, Don't Shoot scenario at WCC for students
- Purchased a flag, flag pole, bench and a plaque and placed at the grave of Marine PFC Dan Bullock (youngest American killed in action in Vietnam at 15 yoa).
- Operation Clean Slate

The police department continues to participate in Our Community Cares Fun Day, National Night Out, Coffee with a Cop, Citizens Police Academy, and the G.R.E.A.T. Program.

Where do we go from here?

- Rebrand Crime Prevention to Community Services
- Fill the two Corporal vacancies through upcoming promotions

- As manpower increases we could increase the size of Community Services, allowing more flexible duty hours, and assigned officers to districts permanently. This would allow shift officers to answer calls for service and Community Service officers to work more closely with citizens in their districts.

IACP Law Enforcement Policy Center and Training Key Programs

Currently only IACP Members can access the Model Policies.

The policies addressed by the center are selected because they represent some of the most difficult issues facing law enforcement administrators. The policy center continues to develop models in other priority areas. Currently there are approximately 134 model policies.

IACP Net provides the entire library of Model Policies and Concepts & Issues Papers. Additionally, IACP Net subscribers are able to access a comprehensive research library that houses over 20,000 policies from law enforcement agencies across the country. Using IACP Net's search function, subscribers can find policies from agencies that closely match their population, manpower, and geographic location. Subscription is \$1,225.00 per year.

The Training Keys are concise, authoritative sources of law enforcement information. These six-page, loose-leaf monographs allow law enforcement officers to expand or sharpen their knowledge, skills and abilities on a broad variety of law enforcement practices and procedures such as:

- Civil Liability
- Police Ethics
- Community Policing
- Investigation of Public Complaints
- Intelligence-Led Policing
- First Line Supervision

Mr. Stevens shared an update on the following components of the Enhanced Community Involvement Plan.

- Social Media Training – completed June 2017
- Diversity & Cultural Training – scheduled for the fall
- Customer Service Training – held on June 21 and 22; makeup date Sept. 17

Police Athletic League

National PAL will assist in directing the police department on how to get a PAL started. Assess all of our resources both outside as well as inside the police department, and then determine the size of the program and what activities will be offered.

PAL primarily serves kids ages 5 to 18.

A PAL program should encompass these few areas:

- Character Development
- Homework Assistance and Academic Enrichment
- Arts and Cultural Enrichment
- Recreational Activities

The program will include activities that will appeal to our youth and centered around the resources we have available.

Getting officers to volunteer as coaches and mentors is of great benefit and a mandatory requirement.

Partner up with their local recreation center or school and work hand in hand to make it happen.

Get community support for the program by involving media such as local television stations, radio stations, and local newspaper. Let them know what we are doing, the positive effects of the program will have on the community, and why it is important. Cops and kids working and playing together is what PAL is all about. If a child learns to respect a police officer as their mentor or as a friend on the playing field, chances are they will respect that officer on the streets.

Improve Public Awareness of Complaint Process

Link on main Police Department Web Page that will take you to a page devoted to Citizen Complaints

- Online complaint form
- Explain the types of complaints: Citizen Complaint, Internal Investigation, Special Investigation
- Explain the types of findings: Sustained, Unfounded, Not-sustained, Exonerated, Policy Failure
- Show common allegations
- Show dispositions
- Year by year comparison (or monthly)

Public Complaint Packages:

- Include complaint forms, information on the department complaint procedures, and an explanation of the action that the complainant can expect in response to the complaint.

Mr. Stevens shared two town hall meetings have been held and asked if Council had any interest in holding others at this time. Councilmember Aycock shared he and Councilmember Broadway held one, it was well attended, they had a lot of ideas. Councilmember Broadway stated he would like to commend staff for attending, Melissa did a great job in getting the questions and Octavius getting those answered. Mr. Stevens stated if Council would like to hold additional meetings to please let staff know. Mr. Stevens reviewed additional items “in progress” from the Enhanced Community Involvement Plan.

Additional items discussed included new police cars and how they are assigned. Mayor Pro Tem Foster stated some of the newer officers have shared they feel they are getting the older cars still. Mayor Allen stated 10 more cars will be ordered in the next budget, if we keep this pace, we should be good.

Mayor Pro Tem Foster asked about ShotSpotter. Chief West stated Phil Daily from ShotSpotter will attend the August 7th work session and present. The renewal of ShotSpotter will be pushed back from late July to after the August work session to give council members the opportunity to see the presentation from ShotSpotter. Chief West stated I asked Phil to use our data in his presentation.

Mayor Allen stated he felt ShotSpotter was an important tool.

Mayor Pro Tem Foster stated he would like to see the numbers.

Cover Agenda. Each item on the cover agenda was generally discussed. Additional discussion included:

Item I. Agreement between the City of Goldsboro and the North Carolina Department of Transportation for EB-5707 Stoney Creek Greenway Safe Routes to Schools Project. Mayor Allen stated we will need to figure out how to cross Royall Avenue.

Councilmember Stevens stated he received a call from a resident that the ditch near 308 Herman Street is clogged with trash. Mr. Stevens stated staff will take a look at the ditch.

Closed Session Held. Upon motion of Councilmember Broadaway, seconded by Councilmember Aycock and unanimously carried, Council convened into closed session to discuss a potential litigation and a property acquisition matter.

Council came out of closed session.

There being no further business, the work session adjourned.

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 April 17, 2017 with attendance as follows:

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

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

Pastor Michael McAuley with Victory Free Baptist Church provided the invocation. Zachery Revels with Troop 258 led the Pledge to the Flag followed.

Approval of Minutes. Upon motion of Councilmember Aycock, seconded by Councilmember Stevens and unanimously carried, Council approved the Minutes of the Recessed Meeting of March 21, 2017 and Minutes of the Work Session and Regular Meeting of April 4, 2017 as submitted.

Resolution Expressing Appreciation for Services Rendered by Keith Smith as an Employee of the City of Goldsboro for More Than 30 Years. Resolution Adopted. Keith Smith retires on July 1, 2017 as a Safety Coordinator with the Human Resources Department of the City of Goldsboro with more than 30 years of service. Keith began his career on January 19, 1987 as a Laborer I in the Public Works Department. On February 3, 1988, Keith was promoted to Materials Control Worker in the Public Works Department. On January 3, 1989, Keith was promoted to Equipment Operator III in the Public Works Department. On February 6, 1991, Keith was promoted to Materials Controller with the Public Works Department. On September 3, 1997, Keith was promoted to Construction Inspector with the Engineering Department. On July 1, 2015, Keith was promoted to Safety Coordinator with the Human Resources Department where he has served until his retirement. Keith 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, employees and the citizens of the City of Goldsboro, of expressing to Keith Smith their deep appreciation and gratitude for the service rendered by him to the City over the years. We express to Keith Smith our deep appreciation and gratitude for the dedicated service rendered during his tenure with the City of Goldsboro. We offer Keith our very best wishes for success, happiness, prosperity and good health in his future endeavors.

Upon motion of Councilmember Broadaway, seconded by Councilmember Stevens and unanimously carried Council adopted the following entitled Resolution expressing appreciation to Keith Smith.

RESOLUTION NO. 2017-41 "RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY KEITH SMITH AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 30 YEARS"

Mayor Allen presented a framed copy of the resolution to Keith.

Ms. Leake stated good evening Mayor and City Council. Keith hit the ground running. He made sure all of our departments were in compliance with safety. He has been on vehicle accident calls, also responded to our safety committee meetings and he has definitely been an asset and we are going to miss him.

Mr. Keith Smith stated thank you for letting me work with the City for 30 years.

Mayor Allen also thanked Keith for all he did during his tenure.

Golden STAR Awards. Ms. Pamela Leake, Interim Human Resources shared the following about the Golden Star Awards: After receiving notification of an anonymous monetary donation to establish a recognition program for employees; a group of department heads were tasked with developing not only the criteria and guidelines to recognize our employees but also a name for the program. After several discussions and drafts, we selected The Golden STAR Award which also stands for Special Thanks and Recognition.

The award is to recognize employees in a timely manner for their contributions to the organization and the community. These contributions go above and beyond the normal scope of responsibilities of the performance of their duties.

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

Mayor Allen and Ms. Pamela Leake, Interim Human Resource Director presented an award to the following employees for going above and beyond:

- Carnell Britt – Fire Department
- Bryan Stewart, Taj Polack, Justin Allen – Fire Department
- Damon Coley – Fire Department
- Donnie Kimbrell, Bill Weaver, Matthew Brown, Thomas Howell – Building Maintenance
- Gaston Lopez and Durwood McKinnie – Planning
- Laura Getz – City Manager's Office
- Lynn Grantham – Parks & Recreation

Contiguous Annexation Request – Cuyler Spring Housing Associates, LLC – Northwest corner of Cuyler Best Road and Oxford Boulevard (5.3 Acres). Public Hearing Held. Ordinance Adopted. The City Council, at their meeting on June 5, 2017, scheduled a public hearing for the proposed annexation of the subject property. A public hearing notice was properly advertised stating the time, place and purpose of the meeting.

Pursuant to G. S. 160A-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.

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

Mayor Allen opened the public hearing. The following person spoke:

CV Sutton Jr. shared concerns regarding respect for citizens, especially senior citizens. Mayor Allen stated Mr. Sutton, let me stop you for a moment, I believe you would like to speak during the public comment period and this is a public hearing for an annexation. Mr. Sutton stated I didn't realize that.

No one else spoke and the public hearing was closed.

Upon motion of Councilmember Broadaway, seconded by Councilmember Ham and unanimously carried, Council adopted the following entitled Ordinance annexing the Cuyler Spring Housing Associates, LLC Property effective June 30, 2017.

ORDINANCE NO. 2017-31 "AN ORDINANCE ANNEXING CERTAIN CONTIGUOUS REAL PROPERTY TO THE CITY OF GOLDSBORO, NORTH CAROLINA"

Non-Contiguous Annexation Request – Redco Properties, LLC – Northwest corner of Wayne Memorial Drive and Tommy's Road (30.4 Acres). Public Hearing Held. Ordinance Adopted. The City Council, at their meeting on May 15, 2017, scheduled a public hearing for the proposed annexation of the subject property. A public hearing notice was advertised stating the time, place and purpose of the meeting.

Pursuant to G. S. 160A-58.2, at the public hearing all persons owning property in the area proposed to be annexed, as well as the residents of the municipality, shall be given an opportunity to be heard on the proposed annexation.

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

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

- a. The area is located within one mile of the established city limit line;
- b. The City's ability to contract for the provision of fire and police protection.
- c. In no instance shall a noncontiguous area have an adverse effect upon the City's overall annexation plans.
- d. If an area is situated beyond one mile of the city limits, the City may consider annexation of that area so long as a public water supply water is available or can be reasonably made available and the tract in question is 20 acres or more.

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

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

Upon motion of Councilmember Broadaway, seconded by Councilmember Aycock and unanimously carried, Council adopted the following entitled Ordinance annexing the Redco Properties, LLC site effective June 30, 2017.

ORDINANCE NO. 2017-32 "AN ORDINANCE ANNEXING CERTAIN NONCONTIGUOUS REAL PROPERTY TO THE CITY OF GOLDSBORO, NORTH CAROLINA"

Public Hearing to Consider an Incentive Grant Agreement with Project J. Public Hearing Held. Resolution Adopted. Project J has developed plans for the renovation of an existing facility and installation of manufacturing machinery and equipment in Goldsboro, North Carolina. The City Council of Goldsboro believes that

the location of new industries and the expansion of existing industries is vital to the economic health of Goldsboro and to the welfare of its citizens. The City Council wishes to encourage such development by means of offering incentives to recruit new industries and to aid in expansion of existing industries. Such incentives are predicated on the notion of expanding Goldsboro's tax base and providing additional jobs for Goldsboro citizens that pay wages higher than the current prevailing average hourly wage in the particular industry.

The company is expected to hire over 50 employees and pay an additional \$8,000 per year in property taxes to the City.

Pursuant to NC General Statute 158-7.1, a public hearing is being held on a proposal to provide economic incentives to Project J totaling \$26,110 (\$5,222 per year) over a five-year period based on an incentive agreement with a \$1,415,835 capital investment and the creation of at least 50 jobs.

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

Charles Wright, 200 Tonya Drive, Goldsboro, NC provided a handout (a copy is on file in the Clerk's Office) and requested Council delay action on the item until the city and city manager have more insight into this company such as are they an equal opportunity employer, what is their corporate culture/workplace diversity, will the workforce be a reflection of the community and what types of jobs, are all jobs low level, are supervisors/managers coming with the company. He stated Goldsboro already has too many business workplaces that lack a meaningful diverse employment staff. Mr. Wright stated he has observed the following:

- Health Care Office: Observation: No black nurses seen in 26 years. Ongoing...
- Home Improvement: Observation 2010: 102 white males on duty, 2 black males
- Community College: Observation 1990-2005 Nursing School 20 whites, 2 blacks

Mr. Wright thanked Council for their time.

No one else spoke and the public hearing was closed.

Councilmember Stevens made a motion to adopt a Resolution authorizing the Mayor and City Clerk to execute an economic grant agreement with Project J. The motion was seconded by Councilmember Broadaway. Mayor Allen, Councilmembers Broadaway, Stevens, Ham and Aycock voted in favor of the motion. Mayor Pro Tem Foster and Councilmember Williams voted against the motion. Mayor Allen declared the motion passed with a 5:2 vote.

RESOLUTION NO. 2017-42 "RESOLUTION TO ADOPT ECONOMIC INCENTIVE GRANT AGREEMENT"

Public Comment Period. Mayor Allen opened the Public Comment Period. The following people spoke:

1. Susan Williams thanked Council for putting the cone by her building but asked for a sign to also be installed stating watch for pedestrians crossing.
2. CV Sutton Jr. shared concerns regarding the cleaning of sewer taps and a problem he experienced at his wife's business with flooding. Mr. Sutton stated city personnel cleaned out the sewer tap and felt the city was negligent and should pay for the cost he incurred when he had to call a plumber out. He also expressed concerns regarding the lack of respect for citizens.
3. Leatrice Stanley expressed concerns regarding Busco Beach, the enforcement of restrictions placed on Busco regarding hours atvs are allowed to ride and trespassing on City/County owned property. Ms. Stanley also expressed concerns regarding the proper filing of FEMA reports.
4. Charles Wright provided Council with a handout (a copy is on file in the City Clerk's Office) regarding the Multi-Sports complex. Mr. Wright requested Council delay its vote for the approval of a \$642,500 contract with Daniels

and Daniels Construction for the 2500 sq. ft. addition at the Seymour Johnson Air Force Sports Center.

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 Ham moved the items on the Consent Agenda, Items G, H, I, J, K, L, M and N be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Aycock and a roll call vote resulted in Mayor Allen, Councilmembers Broadaway, Stevens, Ham and Aycock voting in the affirmative. Mayor Pro Tem Foster and Councilmember Williams voted against the motion. Mayor Allen declared the Consent Agenda approved as recommended by a 5:2 vote. The items on the Consent Agenda were as follows:

SETTING PUBLIC HEARINGS – Street Closings for Holly Street – From Claiborne St. to Terminus; Beech Street – From Claiborne St. to Terminus; and Palm Street – From Claiborne St. to Terminus. Resolution Adopted. On March 6, 2017, the City Council asked the staff to investigate closing a number of unimproved street sections within the City Limits.

The referenced street sections were included within that list and none are improved or open.

Each street section has been identified on the map indicating the length and right-of-way width of each.

The petitioned street closings have been forwarded to the Fire, Police, Engineering and Public Works Departments for their review.

If the street is closed, ownership of each right-of-way would be split equally between the adjoining property owners.

The Resolution would schedule public hearings on these street closings for August 21, 2017. The Resolution would be advertised in the newspaper for four consecutive weeks, each street section would be posted and all adjacent property owners would be notified of the public hearings by certified mail.

Staff recommended Council adopt the following entitled Resolution scheduling public hearings on the closing of the above referenced street sections for August 21, 2017. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

RESOLUTION NO. 2017-43 “RESOLUTION AS TO THE INTENT OF THE CITY COUNCIL OF THE CITY OF GOLDSBORO TO CLOSE CERTAIN DEDICATED STREET SECTIONS WITHIN THE CITY OF GOLDSBORO, NORTH CAROLINA”

Contract Award for Union Station Bituminous Concrete Resurfacing- Informal Bid No. 2017-10. Resolution Adopted. On Thursday, June 15, 2017 three (3) sealed bids were received for Union Station Bituminous Concrete Resurfacing for the City of Goldsboro.

The proposed work consists of approximately 1,800 square yards of bituminous concrete resurfacing for Union Station parking lot to include asphalt surface, striping parking spaces, and crosswalks.

Barnhill Contracting Company submitted the low bid for Union Station Bituminous Concrete Resurfacing for a total cost of \$27,988.92. The bids received for this project are tabulated as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
Barnhill Contracting Co. Kinston, NC	\$27,988.92
Turner Asphalt Raleigh, NC	\$40,194.00
S. T. Wooten Construction Co. Wilson, NC	\$43,081.00

The bids for this project have been reviewed by the Engineering Department, checked for accuracy, and found to be in order. We have reviewed the financing of this project with the Finance Director and determined that funding is available from the City's general fund and grant funds from NCDOT.

Staff recommended Council adopt the following entitled Resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$27,988.92 with Barnhill Contracting Company for Union Station Bituminous Concrete Resurfacing. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

RESOLUTION NO. 2017-44 “RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR UNION STATION BITUMINOUS CONCRETE RESURFACING INFORMAL BID NO. 2017-010”

Agreement between the City of Goldsboro and the North Carolina Department of Transportation for EB-5707 Stoney Creek Greenway Safe Routes to School Project. Resolution Adopted. The North Carolina Department of Transportation's infrastructure project allows for allocation of Safe Routes to School funds to be available for certain specified transportation activities. The City of Goldsboro requested federal funding for the construction of a 10-foot wide greenway beginning approximately 160 feet north of Royall Avenue and proceeding approximately 1,604 linear feet along Stoney Creek to the Quail Park parking lot, as shown on the map. The greenway will follow an existing sanitary sewer outfall until entering the park property. All property for the greenway is currently owned by the City of Goldsboro. The typical cross section of the greenway will consist of 1.5" S9.5A asphalt and 6" aggregate base course.

The agreement addresses the project scope and details project funding. Subject to the availability of federal funds the City of Goldsboro has been designated as a recipient to receive funds allocated to NCDOT by the Federal Highway Administration (FHWA) up to and not to exceed the maximum award amount of \$187,500 for the project. The estimate of cost to construct the greenway project is approximately \$187,500.

In the event NCDOT does not utilize all the set-aside funding, then those remaining funds will be available for reimbursement to the City of Goldsboro at 100% reimbursement rate. NCDOT will bill the City of Goldsboro for any costs incurred that exceed the total estimated cost. Staff has reviewed funding of this project with the Finance Director and it has been determined that a budget ordinance will be presented to City Council at a future Council meeting.

Staff recommended Council adopt the following entitled Resolution authorizing the Mayor and City Clerk to execute an Agreement with the North Carolina Department of Transportation for disbursement of funds pertaining to the construction of a 10-foot wide Stoney Creek Greenway Project. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

RESOLUTION NO. 2017-45 “AGREEMENT BETWEEN THE CITY OF GOLDSBORO AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR EB-5707 STONEY CREEK GREENWAY SAFE ROUTES TO SCHOOL PROJECT”

Federal Property Forfeiture Program and State Controlled Substance Tax. Ordinance Adopted. The United States Department of Justice administers a program that transfers from the Federal Government property seized by local law enforcement agencies and the State of North Carolina administers a program whereby taxes are levied on unlicensed individuals involved in the arrest of such individuals. The property obtained through the United States Department of Justice has been confiscated during drug raids or other undercover operations and may include personal items such as vehicles or money. The State of North Carolina allocates a share of taxes collected to localities involved in the arrest of individuals and the seizure of their controlled substances.

Recently the City of Goldsboro Police Department assisted Federal authorities in concluding several drug operations. Based on Federal guidelines, \$6,875.23 of forfeited money can be reimbursed to the City for:

03/29/17-CATS ID#16-DEA-625352;AFD-EQS-UPLD-FY17	\$1,278.73
05/22/17-CATS ID#17-DEA-626118;AFD-EQS_UPLD-FY17	\$5,460.00
05/24/17-CATS ID#16-DEA-625032;AFD_EQS-UPLD-FY17	\$ 136.50

Substance Tax Remittance funding totaling \$6,286.00 for:

02/15/17 #45PR0000664406	\$ 15.32
04/17/17 #45PR0000668023	\$6,072.37
05/17/17 #45PR0000670329	\$ 198.31

These funds can be used for the purchase of controlled substances, payment of informants, the purchasing of equipment or for the provision of training sworn officers. All monies must be used for new activities and cannot replace previously appropriated funds.

Staff recommended Council adopt the following entitled ordinance to reflect an increase in General Fund revenues and an increase in the operating expenditures of the Police Department budget by a total of \$13,161.23. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

ORDINANCE NO. 2017-33 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2016-17 FISCAL YEAR”

Sale of Real Property – 408 A Street and 304 W. Ash Street. Approved. The City of Goldsboro and County of Wayne jointly own 408 A Street and 304 W. Ash Street. We have received bids on the following properties:

<u>Name</u>	<u>Bid Amount</u>	<u>Tax Value</u>	<u>Address</u>
Darlene Stafford	\$2,071.25	\$ 3,850.00	408 A Street
Dillon Wooten, Jr.	\$5,695.00	\$11,390.00	304 W. Ash St.

Standard property will be offered for sale in accordance with the provisions of the G.S. 160A-266, provided however, the minimum sales price will be at least fifty percent (50%) of the property’s tax value. An advertisement appeared in the Goldsboro News-Argus on May 30, 2017. The ten (10) day upset bid period expired on June 8, 2017, with no counter-offers received after this bid.

The attorney fees associated with transferring the deed will be paid by the buyer. The City and County would share in all expenses associated with sale and remaining balance would be divided equally.

Staff recommended Council accept the offers for 408 A Street and 304 W. Ash Street and authorize the Mayor and City Clerk to execute deeds on behalf of the City of Goldsboro. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

Seymour Johnson AFB – Fitness Center Addition Construction. Approved. The City of Goldsboro and the U.S. Air Force signed a lease for the construction of a 62

acre multi-sports complex. In exchange for the 20-year lease, the City will construct a 2,500 square foot addition to the existing fitness center at Seymour Johnson AFB.

The City requested qualifications for design build for the construction of the fitness center expansion at Seymour Johnson AFB. Daniels and Daniels Construction Company were selected and the negotiated contract is as follows:

Base Bid	\$584,452
Ceiling Fans/Fitness Equipment/Raceway	<u>57,200</u>
Total	\$641,452

Per the lease agreement, the City is required to contribute \$600,000 towards the construction of the Fitness Center. Since the revisions requested by the Base increased the cost over the amount allocated by the City, the base has agreed to reimburse the excess cost of \$41,452.

The City has earmarked funding in the Occupancy Tax Fund for this project and a budget amendment will be presented to Council in July for the appropriation for the purchase order.

Staff recommended Council authorize the Mayor and City Clerk to enter into contract with Daniels and Daniels Construction Company for the construction of the fitness center expansion at Seymour Johnson AFB. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

Fiscal Year 2016-17 Budget Amendment. Ordinance Adopted. During the fiscal year, there have been several changes to the City’s revenues and expenditures. These changes/adjustments must be shown in the budget.

There are several departments/divisions that require budget revisions for FY 2016-17.

1. The City closed on the W.A. Foster loan and reimbursement proceeds for the architect’s fees were received. Those funds were to be used towards the debt service payment. Since those funds crossed fiscal years, an appropriation of \$59,483.17 is required.
2. At the November 7, 2016 Meeting, Council approved for the Fire Department to modify the specifications of the Aerial Ladder Truck to include a 100’ platform. Also, an increase to the front end loader for Solid Waste was approved. These additional changes totaled \$260,298. An appropriation is needed to allocate the line item expenditure and the loan proceeds revenue.
3. The City has incurred costs for storm cleanup associated with Hurricane Matthew that include overtime, vehicle costs, landfill expenses and repairs. FEMA has worked to complete all project worksheets to include those costs for reimbursement to the City. Since the City does not have funding appropriations budgeted for these expenses, it is necessary to adopt a budget amendment in the amount of \$699,478.

It is recommended Council adopt the following entitled Budget Ordinance to reflect the changes to the City’s FY 2016-17 budget. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

ORDINANCE NO. 2017-34 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2016-2017 FISCAL YEAR”

Monthly Reports. Accepted as Information. The various departmental reports for the month of May, 2017 were submitted for the Council’s approval. It was recommended that Council accept the reports as information. Consent Agenda Approval. Ham/Aycock (5 Ayes / 2 Nays)

City Manager’s Report. No report.

City Attorney's Report. No report.

Mayor and Councilmembers' Reports and Recommendations.

Councilmember Aycock stated no report.

Councilmember Ham stated no report.

Mayor Pro Tem Foster stated no comment.

Councilmember Stevens stated I would like to say thank you to the Chamber and to the County officials for coming out last week in my attempts to bring technology jobs to Goldsboro and Wayne County. I find it kind of funny and disheartening at the same time that we still fight over things that should be apparent and what should be going on in our nation and in our world right now and that's we are all equal and should not be fighting over what we put in place, we have to have this and we have to have that. It should be apparent it doesn't matter what race, color or creed you are, if you have the aptitude and the education then you should be able to facilitate getting a job. My attempts are and will always continue to be, as an African American that was raised by older African Americans and some that have passed away to the next world, is that we are people of ambition and it didn't matter what we had, we took every dime, every cent, that's how we obtained land, we put ourselves into working as hard as we could to have some. That we are not going to throw the card out, oh poor us, we are going to fight for everything we get. So as myself and anyone else with me whether Black, White or Hispanic or whatever, if you truly want something, you will be with me and fight with me to bring technology jobs to Goldsboro and Wayne County. Thank you.

Councilmember Broadaway stated no comment.

Councilmember Williams stated no comment.

There being no further business, meeting adjourned at 7:58 p.m.

Chuck Allen
Mayor

Melissa Corser, MMC
City Clerk

RESOLUTION NO. 2017-74

**RESOLUTION EXPRESSING APPRECIATION
FOR SERVICES RENDERED BY JASON SINGLETON
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 18 YEARS**

WHEREAS, Jason Singleton retires on November 1, 2017 as a Fire Captain with the Goldsboro Fire Department of the City of Goldsboro with more than 18 years of service; and

WHEREAS, Jason began his career on January 20, 1999 as a Firefighter with the Goldsboro Fire Department in the City of Goldsboro; and

WHEREAS, on February 10, 2006, Jason was promoted to Fire Engineer with the Goldsboro Fire Department; and

WHEREAS, on October 31, 2012, Jason was promoted to Fire Captain with the Goldsboro Fire Department where he has served until his retirement; and

WHEREAS, Jason 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 Jason Singleton 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 Jason's tenure with the City of Goldsboro.
2. We offer Jason 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 16th day of October, 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2017-74

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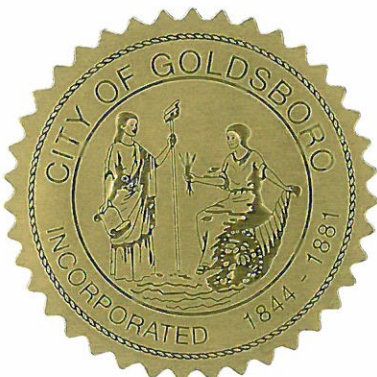
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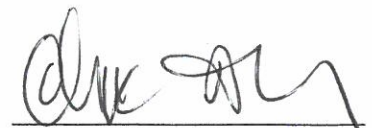
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Chuck Allen, Mayor

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 16, 2017 PUBLIC HEARING

SUBJECT: PUBLIC HEARING
CU-16-17 Michael Scales—Southwest corner of North William Street and Beech Street.

Applicant requests a Conditional Use Permit to allow the operation of a used car lot.

BACKGROUND: The property is zoned General Business. The sale of used vehicles is a permitted use within this district only after the issuance of a Conditional Use Permit approved by City Council.

Area: 14,644 sq. ft. or .34 acres
Frontage: 112 ft. (N. William St.)
 150 ft. (Beech St.)
Zone: General Business

The property was formerly operated as a used car lot and, most recently as Reborn Auto Body and Repair.

DISCUSSION: The submitted site plan indicates one existing 870 sq. ft. building proposed for use as a sales office located at the front of the lot.

Another existing 1,500 sq. ft., three-bay garage located at the rear of the lot is proposed for washing and detailing automobiles.

A six ft. high opaque security fence separates the sales office from the garage.

The site is accessed by one over-sized curb along N. William Street. Two additional curb cuts are provided along Beech Street, one of which provides access to the rear of the facility.

Parking
Display Spaces: Up to 15
Customer Spaces: 5
Employee Spaces: 2

No loading space will be required since all vehicles will be driven to the site.

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

No. of Employees: 1

Refuse Collection: Provided by roll-out containers.

Due to existing concrete and asphalt which covers the entire property, the applicant is asking for a modification of the City's landscape requirements.

In addition, half of the parking lot along N. William Street is owned by NCDOT as a public right of way. According to the City's Unified Development Code, no portion of the public right of way can be used to satisfy off-street parking and circulation requirements. A modification will be necessary.


City water and sewer are available to the site. The site is not located in a flood hazard area.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council meeting on November 6, 2017.

Date: 1

Planning Director

Date: 10-11-17



City Manager

ssj

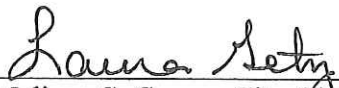
NOTICE OF PUBLIC HEARING
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL
OF THE CITY OF GOLDSBORO
TO CONSIDER THE ISSUANCE OF A CONDITIONAL USE PERMIT
TO OPERATE A USED CAR LOT

Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro on Monday, October 16, 2017, at 7:00 p. m., in the Council Room, City Hall, to consider the issuance of a Conditional Use Permit to allow the operation of a used car lot.

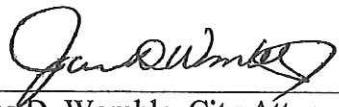
CU-16-17 Michael Scales – Southwest corner of North William Street and Beech Street

The property is located at 517 North William Street. The Wayne County Tax Identification No. is 3509-90-6825. The property has a frontage of 112 ft. on William Street, a frontage of 150 ft. on Beech Street and a total area of approximately 0.39 acres.

All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the meeting.



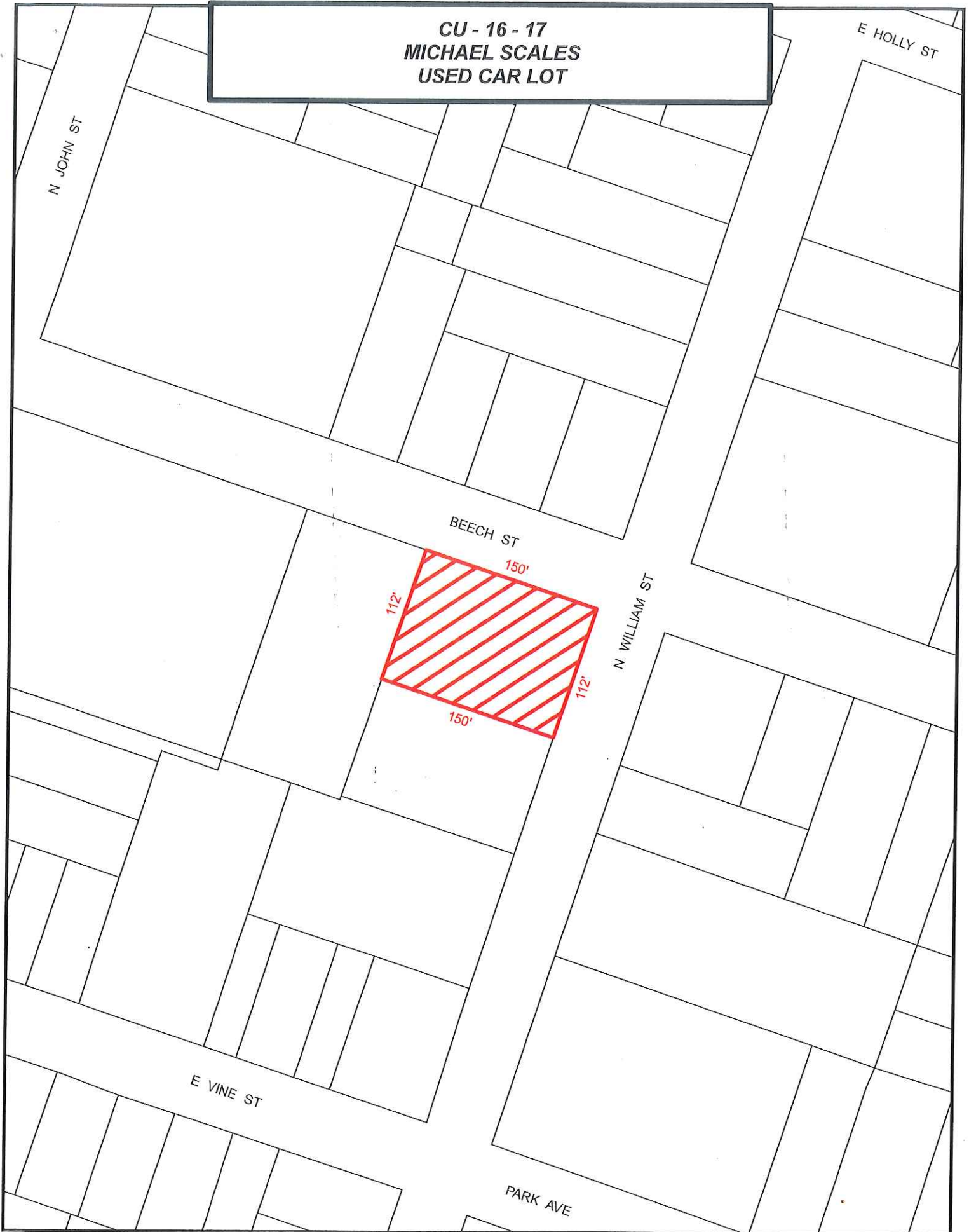
Melissa C. Corser, City Clerk
Laura Getz, Deputy City Clerk



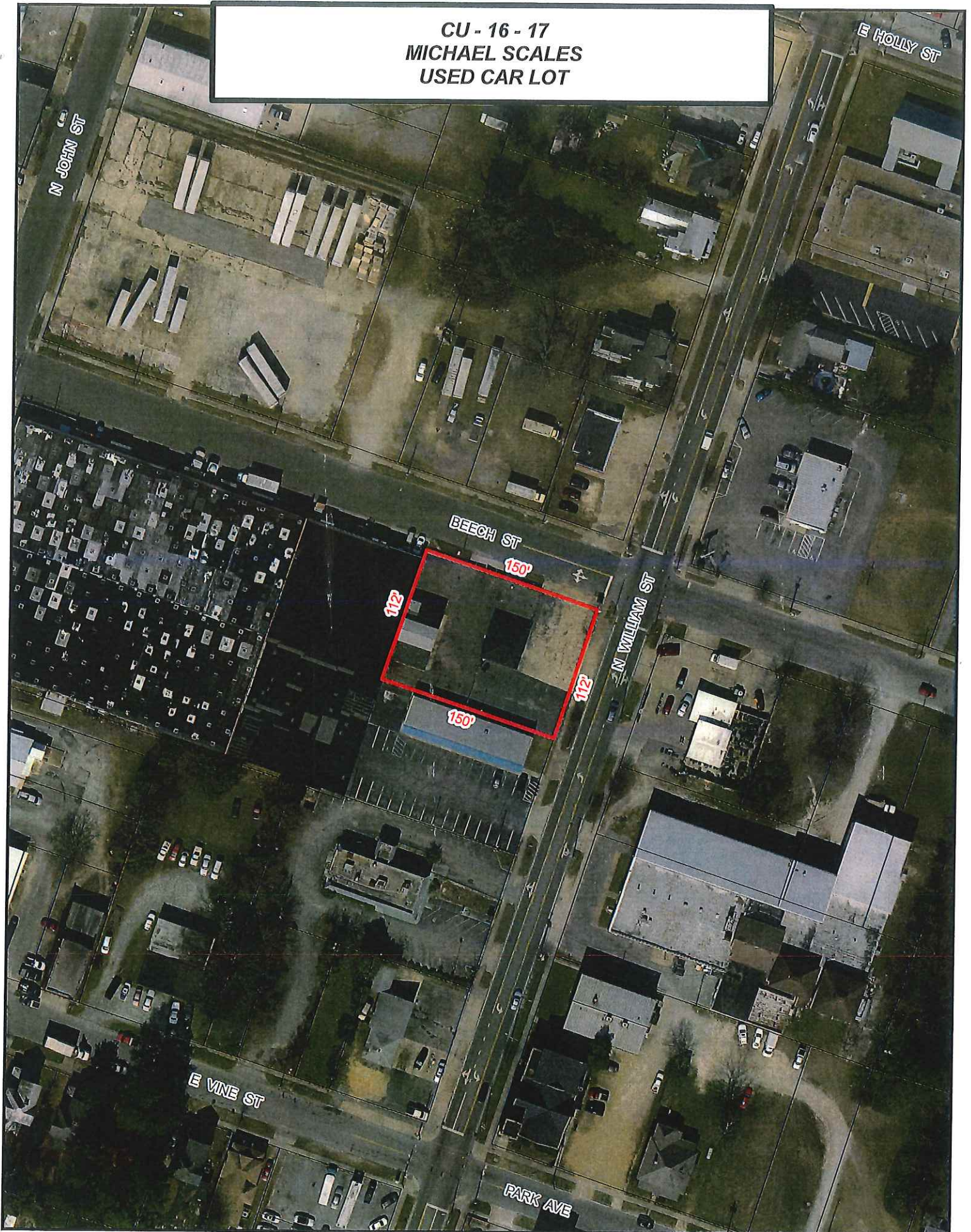
James D. Womble, City Attorney

PUBLISH: September 28, 2017
October 5, 2017

CU - 16 - 17
MICHAEL SCALES
USED CAR LOT



CU - 16 - 17
MICHAEL SCALES
USED CAR LOT



CITY OF GOLDSBORO

AGENDA MEMORANDUM

OCTOBER 16, 2017 COUNCIL MEETING

SUBJECT: CONTINUED PUBLIC HEARING
Deletion of ETJ: 1. Pate Property
2. Mills Property

BACKGROUND: Both properties are located east of North Cottonwood Drive and do not have frontage on a street. They are both currently vacant farmland.

Pate Property: Of the overall 14-acre parcel owned by Morris and Charlene Pate, approximately 5.85 acres are located within the City's Extraterritorial Jurisdiction. The tract is zoned R-16 Residential. The remainder of the property (8.15 acres) would be subject to the requirements of Wayne County.

Mills Property: Of the overall 44.76-acre parcel owned by Nancy and William Mills, approximately 16.88 acres are located within the City's Extraterritorial Jurisdiction. That tract is zoned R-16 Residential. The remainder of the property (27.88 acres) would be subject to the requirements of Wayne County.

The owners of both properties have been approached about development of a solar facility and were told that any construction within that area in the City's ETJ would be subject to the City's requirements as they relate to all dimensional and performance standards.

DISCUSSION: As a result, the current owners have requested that the City relinquish their jurisdiction on the portion of each property within the Extraterritorial Jurisdiction in order to allow the entire site to be developed under one set of regulations.

A Notice of Public Hearing was prepared and advertised in the newspaper for two weeks. All adjacent property owners were notified of the hearing by mail and the property was posted indicating that a public hearing was to be held.

Upon request of a representative for the applicants, the City Council, at the public hearing held on August 21, 2017, continued the public hearing on this matter to October 16, 2017 due to unforeseen conflicts.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on November 6, 2017.

Date: 10/10/2017



Planning Director

Date: _____

City Manager

ssj

NOTICE OF PUBLIC HEARING
BEFORE THE CITY COUNCIL AND THE PLANNING COMMISSION
TO CONSIDER CERTAIN CHANGES AND AMENDMENTS TO TITLE 1,
GENERAL PROVISIONS, CHAPTER 11: CITY STANDARDS
OF THE CITY OF GOLDSBORO CODE OF ORDINANCES

Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro at a regular meeting to be held in the City Hall at 7:00 p. m., on Monday, August 21, 2017 for the purpose of discussing and considering the adoption of an ordinance amending Title 1, General Provisions, Chapter 11: City Standards, Section 11.01 Extraterritorial Jurisdiction for the City, of the Code of Ordinances.

It is the intent and purpose of this public hearing to amend the written description and reduce the one-mile extraterritorial jurisdiction in which the City of Goldsboro exercises its authority in relationship to the Planning Commission, Board of Adjustment, and Appearance Commission, building, housing, electrical and plumbing codes, subdivision regulations and zoning control.

This public hearing for the reduction of the extraterritorial jurisdiction is being held at the request of Morris B. and Charlene H. Pate and Nancy P. and William O. Mills in order to exclude from the City's extraterritorial jurisdiction a portion of vacant property owned by them which lies to the east of North Cottonwood Drive. If excluded, the property would be subject to all requirements of the County of Wayne.

Pate Property

The property includes a portion of Lot 2 as shown on a survey and subdivision of land recorded in Plat Cabinet C, Slide 122 (Book 4, Page 76) of the Wayne County Registry.

Wayne County Tax Identification No.
3601-64-0264 (Portion)

Existing Zoning
R-16 Residential

Mills Property

The property includes Tract No. 12 as shown on a Plat recorded in Plat Cabinet H, Slide 86 in the Wayne County Registry

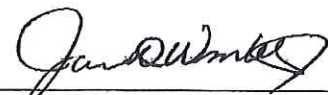
Wayne County Tax Identification No.
3601-54-6669

Existing Zoning
R-16 Residential

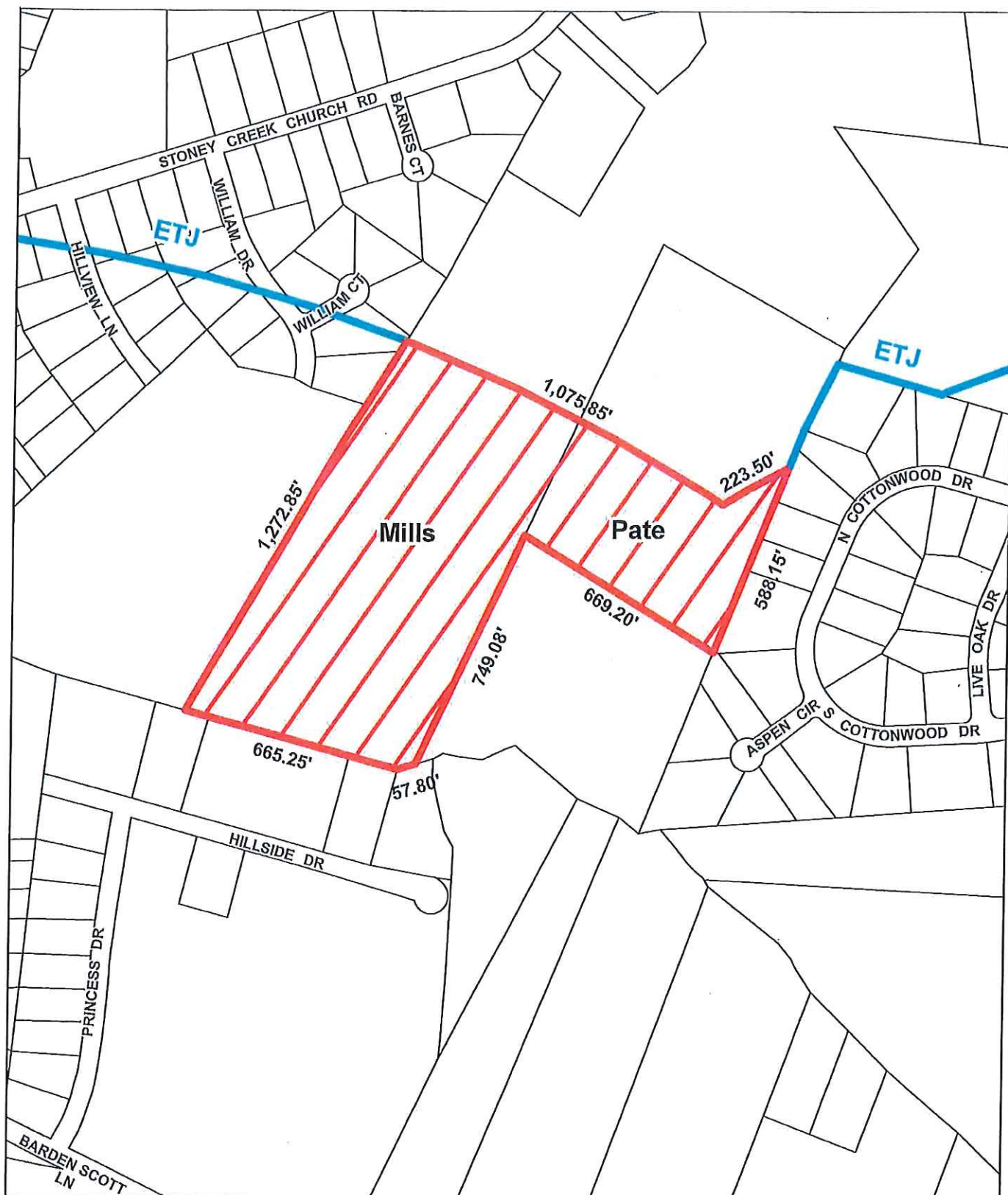
All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall, at least four days prior to the meeting.


Melissa C. Corser, City Clerk

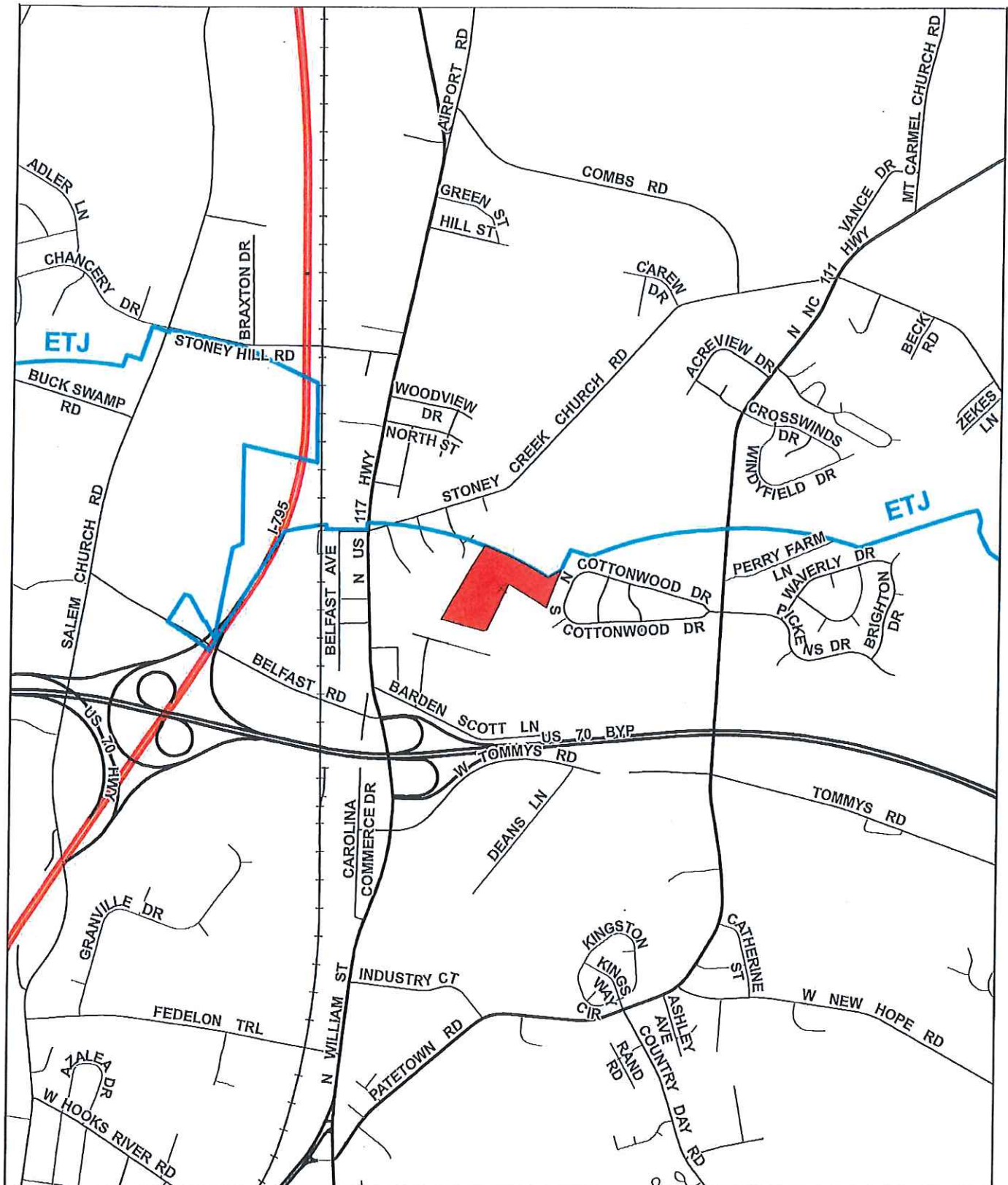
PUBLISH: August 3 and 10, 2017


James D. Womble, City Attorney

Deletion of Extraterritorial Jurisdiction Mills and Pate Property



Deletion of Extraterritorial Jurisdiction Mills and Pate Property



CITY OF GOLDSBORO

AGENDA MEMORANDUM

OCTOBER 16, 2017 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
Contiguous Annexation Request – AAA Mini-Storage
(Paul Williams Property) 2.928 Acres

BACKGROUND: The City Council, at their meeting on October 2, 2017, 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.

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 AAA Mini-Storage property effective October 31, 2017.

Date: 10/10/2017


Planning Director

Date: _____

City Manager

ANNEXATION REPORT
AAA MINI-STORAGE (PAUL WILLIAMS PROPERTY)
(CONTIGUOUS)

Property Description

- a. Location: The area being considered for annexation is located north of Industry Court between Patetown Road and US 117 (North William Street)
- b. Population: The site is currently vacant. Development plans have been approved for the expansion of the existing adjacent AAA Mini-Storage operation.
- c. Acreage: 2.928 acres
- d. Zoning: The property is currently zoned I-2 Industrial. Adjoining properties are zoned as follows:

North:	R-16 Residential
South:	I-2 Industrial
East:	I-2 Industrial
West:	I-2 Industrial

2. Engineering Description

BEGINNING at an iron stake, said beginning point being located N. 35° 59' 00" W. 169.02 ft., N. 54° 01' 00" E. 332.98 ft. from a concrete monument within the most northeastern intersectional corner of Industry Court and NC Highway No. 111 North, and said beginning point being located N. 54° 01' 00" E. 332.98 ft. from an iron stake on the northern right-of-way of Industry Court, the most northwestern corner of Lot No. 7 of Bryan Industrial Park, Section No. Four as shown by map recorded in Plat Cabinet J, Slide 226 in the Wayne County Registry, and the most southwestern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five as shown by map recorded in Plat Cabinet J, Slide 257 in the Wayne County Registry; and said beginning point being a corner of Lot No. 7 of Bryan Industrial Park, Section No. Four and the most southeastern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five; thence from the beginning with the line of Lot No. 8 of Bryan Industrial Park, Section No. Five, N. 47° 06' 27" W. 193.64 ft. to an iron stake, the most northeastern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five; thence N. 09° 04' 04" E. 208.07 ft. to an iron stake; thence continuing N. 09° 04' 04" E. 126.53 ft. to an iron stake in the center of a ditch; thence with and beyond the center of the ditch, N. 64° 32' 52" E. 311.54 ft. to a point in the center of the run of Lewis Branch, the most northwestern corner of Lot No. 6 of Bryan Industrial Park, Section No. Four as shown by map recorded in Plat Cabinet J, Slide 226 in the Wayne County Registry; thence leaving the branch, S. 09° 04' 04" W. 4.95 ft. to an iron stake; thence continuing and with the line of Lot No. 6 of Bryan Industrial Park, Section No. Four, S. 09° 04' 04" W. 72.46 ft. to an iron stake; thence continuing S. 09° 04' 04" W. 114.12 ft. to an iron stake; thence continuing and with the line of Lot No. 6 of Bryan Industrial Park, Section No. Four, S. 09° 04' 04" W. 427.40 ft. to an iron stake, the most northeastern corner of Lot No. 7 of Bryant Industrial Park, Section No. Four; thence with the line of Lot No. 7 of Bryan Industrial Park, Section No. Four, N. 80° 55' 56" W. 95.82 ft. to an iron stake, a corner of Lot No. 7 of Bryan Industrial Park, Section No. Four as shown by map recorded in Plat Cabinet J, Slide 226 in the Wayne County Registry, and the most southeastern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five as shown by map recorded in Plat Cabinet J, Slide 257 in the Wayne County Registry, the point of beginning, containing 2.928 acres, more or less, according to a survey by Bobby Rex Kornegay, RLS, a map of which is entitled "Survey for Roy N. Williams &

Wife Frances K. Williams Goldsboro Township Wayne County, N. C.” dated May 22, 1997, and attached to the Deed recorded in Book 1594, Page 356, Wayne County Registry.

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 all sides.

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 water and sewer service is available to serve the property.
- f. Estimated Revenues: Estimated revenues are based on current tax values as listed in the Wayne County tax records.

Land Value (\$30,770) = \$3,077 x .65 = \$200.00

- 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.

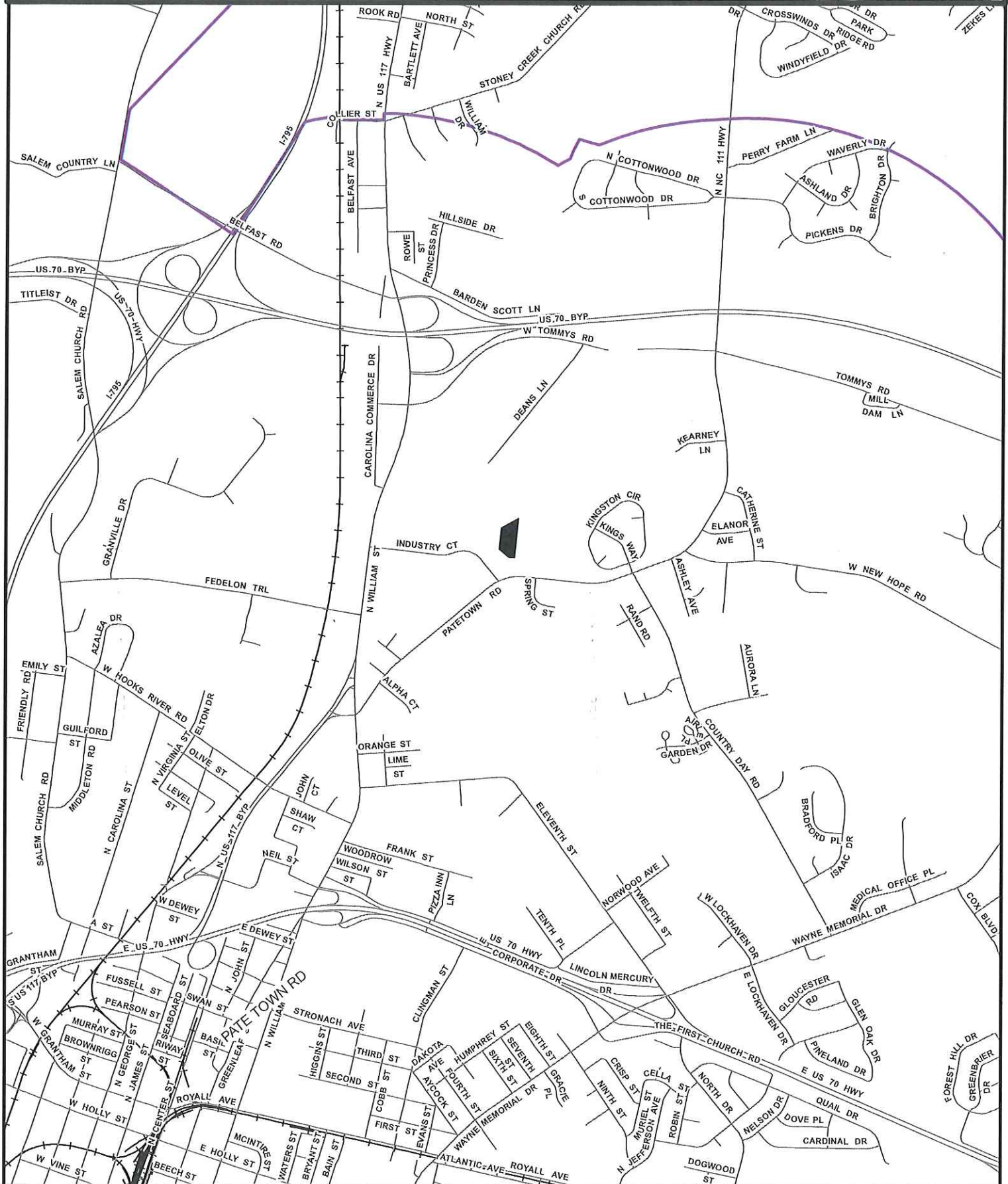
5. Voting District

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. 3** unless the City Council instructs the City staff to include this area in another district.

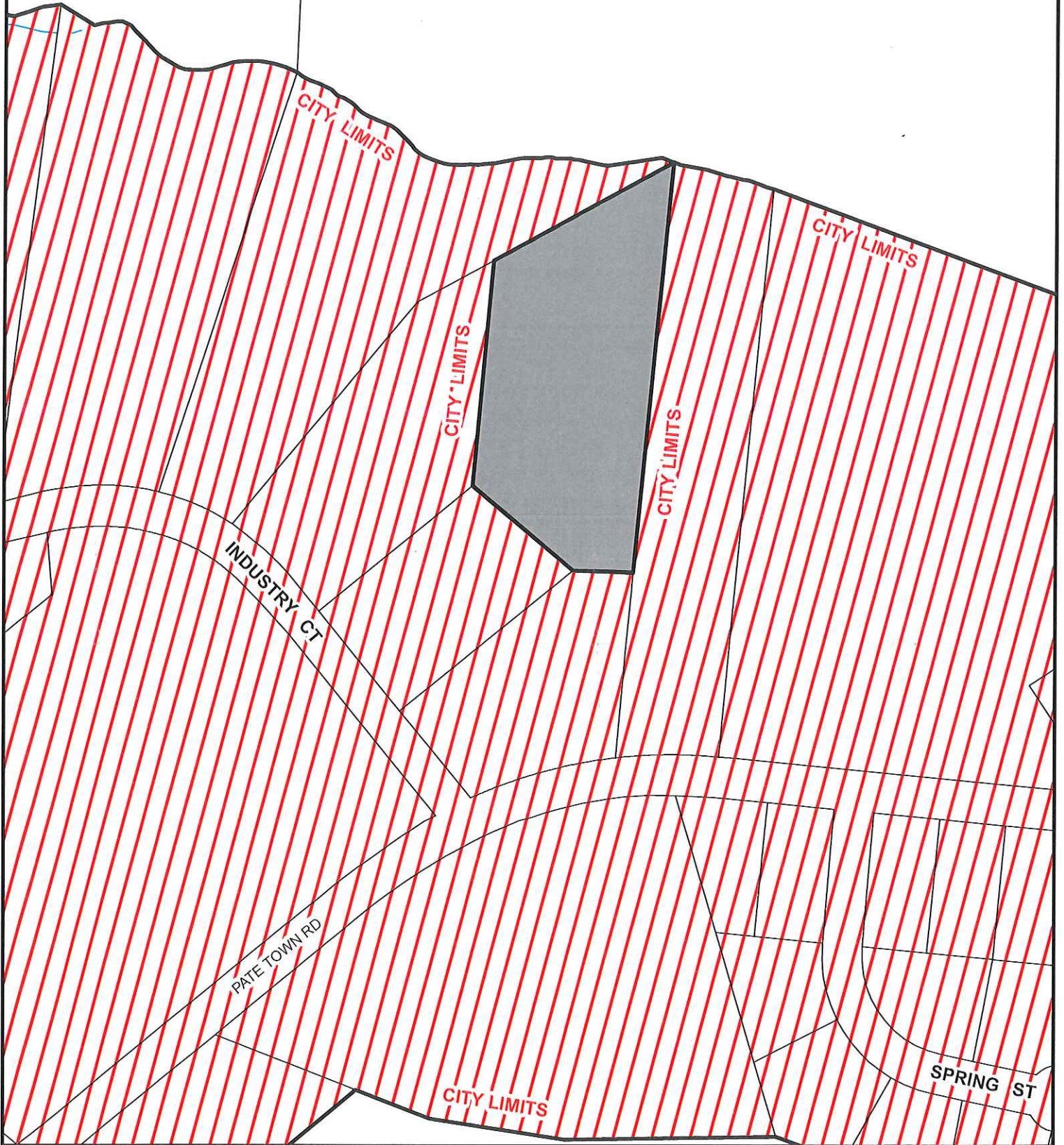
**CONTIGUOUS ANNEXATION
AAA MINI STORAGE**



CONTIGUOUS ANNEXATION AAA MINI STORAGE



**CONTIGUOUS ANNEXATION
AAA MINI STORAGE**



ORDINANCE NO. 2017 -

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 regular meeting held in the City Hall in Goldsboro on Monday, October 16, 2017 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:

AAA Mini-Storage (Paul Williams Property)

BEGINNING at an iron stake, said beginning point being located N. 35° 59' 00" W. 169.02 ft., N. 54° 01' 00" E. 332.98 ft. from a concrete monument within the most northeastern intersectional corner of Industry Court and NC Highway No. 111 North, and said beginning point being located N. 54° 01' 00" E. 332.98 ft. from an iron stake on the northern right-of-way of Industry Court, the most northwestern corner of Lot No. 7 of Bryan Industrial Park, Section No. Four as shown by map recorded in Plat Cabinet J, Slide 226 in the Wayne County Registry, and the most southwestern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five as shown by map recorded in Plat Cabinet J, Slide 257 in the Wayne County Registry; and said beginning point being a corner of Lot No. 7 of Bryan Industrial Park, Section No. Four and the most southeastern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five; thence from the beginning with the line of Lot No. 8 of Bryan Industrial Park, Section No. Five, N. 47° 06' 27" W.

193.64 ft. to an iron stake, the most northeastern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five; thence N. 09° 04' 04" E. 208.07 ft. to an iron stake; thence continuing N. 09° 04' 04" E. 126.53 ft. to an iron stake in the center of a ditch; thence with and beyond the center of the ditch, N. 64° 32' 52" E. 311.54 ft. to a point in the center of the run of Lewis Branch, the most northwestern corner of Lot No. 6 of Bryan Industrial Park, Section No. Four as shown by map recorded in Plat Cabinet J, Slide 226 in the Wayne County Registry; thence leaving the branch, S. 09° 04' 04" W. 4.95 ft. to an iron stake; thence continuing and with the line of Lot No. 6 of Bryan Industrial Park, Section No. Four, S. 09° 04' 04" W. 72.46 ft. to an iron stake; thence continuing S. 09° 04' 04" W. 114.12 ft. to an iron stake; thence continuing and with the line of Lot No. 6 of Bryan Industrial Park, Section No. Four, S. 09° 04' 04" W. 427.40 ft. to an iron stake, the most northeastern corner of Lot No. 7 of Bryant Industrial Park, Section No. Four; thence with the line of Lot No. 7 of Bryan Industrial Park, Section No. Four, N. 80° 55' 56" W. 95.82 ft. to an iron stake, a corner of Lot No. 7 of Bryan Industrial Park, Section No. Four as shown by map recorded in Plat Cabinet J, Slide 226 in the Wayne County Registry, and the most southeastern corner of Lot No. 8 of Bryan Industrial Park, Section No. Five as shown by map recorded in Plat Cabinet J, Slide 257 in the Wayne County Registry, the point of beginning, containing 2.928 acres, more or less, according to a survey by Bobby Rex Kornegay, RLS, a map of which is entitled "Survey for Roy N. Williams & Wife Frances K. Williams Goldsboro Township Wayne County, N. C." dated May 22, 1997, and attached to the Deed recorded in Book 1594, Page 356, Wayne County Registry.

BE IT FURTHER ORDAINED THAT:

1. The annexed area herein above identified be added to and become a part of Electoral District 3; 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 and Community Development 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, 2017**.
5. This Ordinance is adopted this _____ day of _____, 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO

AGENDA MEMORANDUM

OCTOBER 16, 2017 COUNCIL MEETING

SUBJECT: Street Closing – Herman Place

BACKGROUND: On March 6, 2017, the City Council asked the staff to investigate closing a number of unimproved street sections within the City Limits.

The street section has been identified on the attached map and has an approximate length of 300 ft. and a right-of-way width of 50 ft.

DISCUSSION: The petitioned street closing has been forwarded to the Fire, Police, Engineering and Public Works Departments for their review. No objections have been received.

If the street is closed, ownership of the right-of-way would be split equally between the adjoining property owners and a utility easement would be retained over the entire closed right-of-way for maintenance of an 8-inch sanitary sewer line.

At the public hearing held on September 18, 2017, the owner of Wayne Roofing appeared to speak in opposition to the request and indicated that this would be the only access to the business.

The Planning Commission, on September 25, 2017, recommended denial of the request which would essentially landlock property owned by Wayne Roofing.

North Carolina General Statutes 160A-299(f) allows a city to reserve a right, title and interest in any improvements or easements within a street that is closed. Staff recommends that the Herman Place right-of-way be closed and that a 30 ft. wide access easement be retained in order to allow vehicular ingress and egress.

RECOMMENDATION: By motion:

1. Accept the recommendation of the Planning Commission and deny the street closing request; or
2. Accept the recommendation of the staff and adopt an Ordinance closing Herman Place and reserving a 30 ft. wide access easement over the right-of-way to allow for vehicular ingress and egress.

Date: _____

Planning Director

Date: 10-11-17



City Manager

ssj

ORDINANCE NO. 2017 -

AN ORDINANCE ORDERING
THE CLOSING OF A CERTAIN STREET
WITHIN THE CITY OF GOLDSBORO, NORTH CAROLINA

WHEREAS, after notice duly given in compliance with the provisions of General Statute 160A-299, a public hearing was held at a regular meeting of the City Council of the City of Goldsboro, North Carolina, on Monday, September 18, 2017; and

WHEREAS, after due and careful consideration, the City Council of the City of Goldsboro deems it in the best interest of the City and its citizens, and of no harmful effect to the adjoining property owners, that a certain street be closed.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that it be and is hereby ordered:

1. That Herman Place running from the westernmost right-of-way of Herman Street in a westerly direction a distance of approximately 300 ft. to its terminus at the railroad and having a right-of-way width of 50 ft. be closed.
2. That a 30 ft. wide access easement be retained extending 15 ft. on each side of the former centerline of the street right-of-way to allow for vehicular ingress and egress.
3. That a certified copy of this Ordinance be filed in the Office of the Register of Deeds of Wayne County.

Adopted this _____ day of _____, 2017.

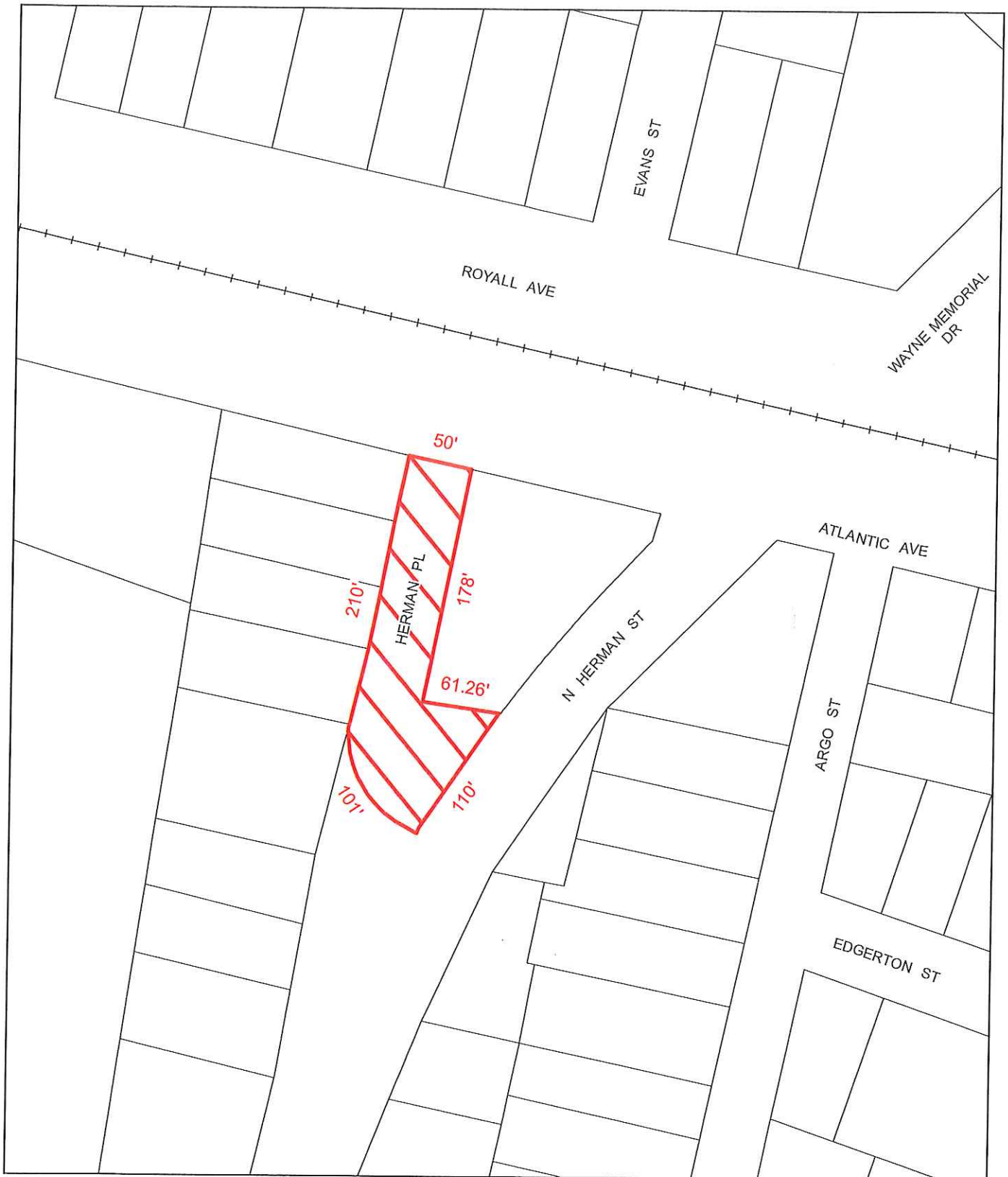
Approved as to Form Only:

Reviewed by:

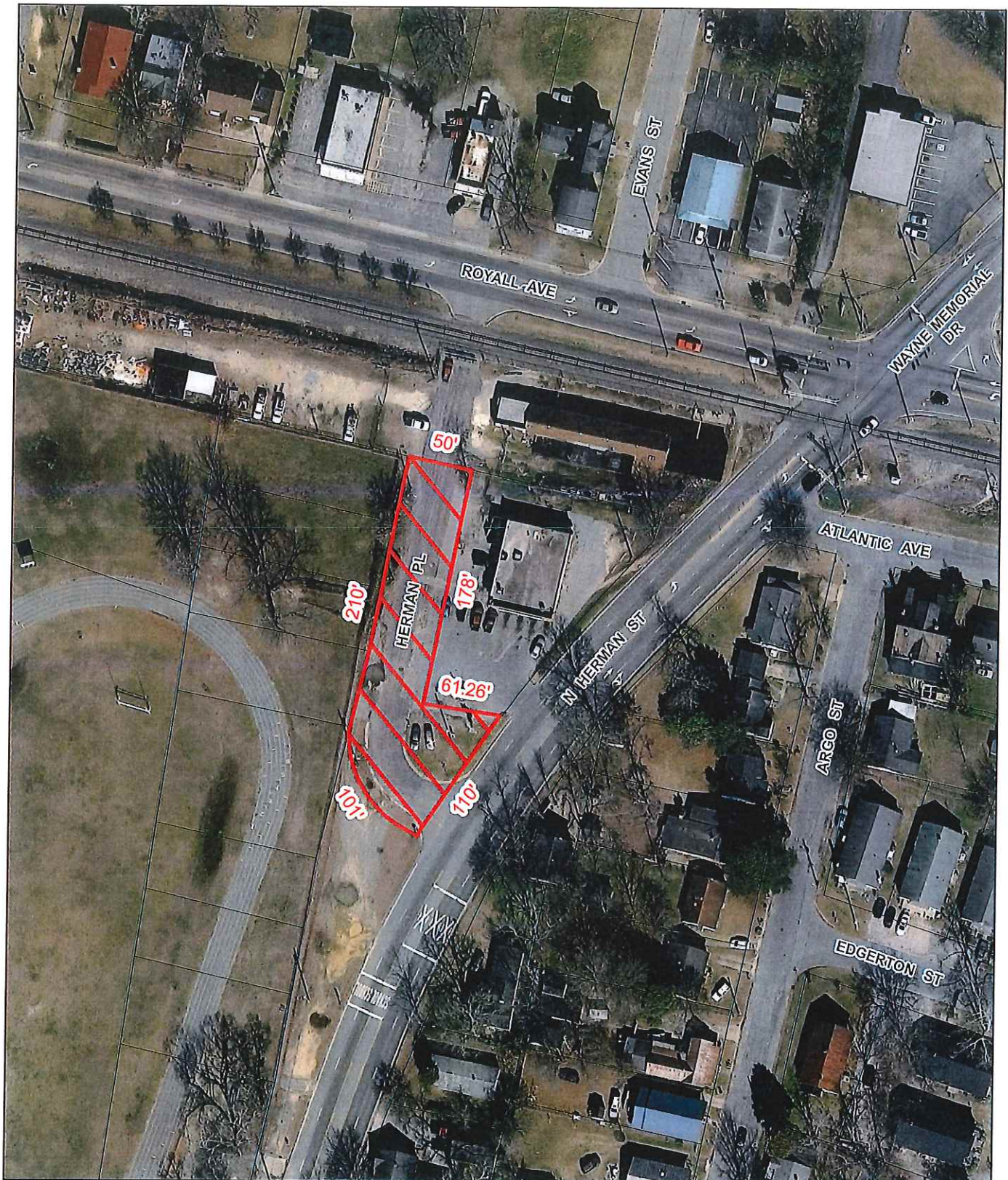
City Attorney

City Manager

Street Closing Herman Place



Street Closing Herman Place



CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 16, 2017 COUNCIL MEETING

SUBJECT: Resolution Authorizing the Execution of Lease Agreement
Associated with the Multi-Sports Lighting

BACKGROUND: The City of Goldsboro and the U.S. Air Force signed a lease for the construction of a 62-acre multi-sports complex. This complex will include eight (8) multi-use sports fields adjacent to Seymour Johnson Air Force base. The City would like to install sports lighting on three (3) of these fields.

DISCUSSION: Musco Finance, LLC has quoted a lease option that would allow the City to install Light-Structure Green Lighting Fixtures on three (3) fields. The City's cost would be \$520,000 and would include all fixtures, steel poles, pre-cast concrete bases with integrated grounding, pole length wire harnesses and electrical components enclosures.

The City would be required to pay \$21,000 when ordered and \$499,000 would be financed. The City's Finance Department has been working with Musco Finance on a lease agreement for funding for this purchase. The have submitted a proposal citing a 3.5% interest rate over a 5-year term.

RECOMMENDATION: Resolution authorizing the City Manager and Finance Director to sign a contract with Musco Finance, LLC for the installment financing of the lighting at the Multi-Sports Complex in the amount of \$499,000.

Date: _____

Kaye Scott, Finance Director

Date: _____

Scott Stevens, City Manager

RESOLUTION NO. 2017-

RESOLUTION AUTHORIZING THE CITY MANAGER AND FINANCE
DIRECTOR TO SIGN A CONTRACT WITH MUSCO FINANCE, LLC

WHEREAS, the City of Goldsboro wishes to enter into a contract with Musco Finance, LLC for the lease purchase for the lighting at the multi-sports complex; and

WHEREAS, Musco Finance, LLC contract is for \$520,000; and

WHEREAS, the City is required to pay \$21,000 down at the time the order is placed.

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

1. The City Manager and Finance Director are hereby authorized to sign a contract with Musco Finance, LLC.
2. This Resolution shall be in full force and effect from and after this the ____ day of _____ 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 16, 2017 COUNCIL MEETING


SUBJECT: Traffic Control Matters

BACKGROUND: The Traffic Advisory Commission received a request to investigate the feasibility of creating a parking space in front of 121 N. Center Street and a loading zone in front of the Waynesborough House on South Center Street.

DISCUSSION: The Traffic Advisory Commission discussed and evaluated the request and recommend the addition of a parking space and loading zone on Center Street, as shown on the attached map.

RECOMMENDATION: It is recommended that the City Council, by motion, adopt the attached Ordinances establishing a loading and unloading zone on South Center Street and creating a parking space on North Center Street.

Date: 10 Oct 17



Guy M. Anderson, P.E., City Engineer

Date: _____

Scott A. Stevens, City Manager

PROPOSED PARKING SPACE AND LOADING ZONE ON CENTER STREET

BLDG. 121

PROPOSED PARKING SPACE

210 FT.

N CENTER ST

W WALNUT ST

E WALNUT ST

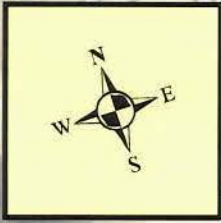
S CENTER ST

115 FT.

PROPOSED LOADING ZONE

BLDG. 108

SCALE: 1" = 50'



ORDINANCE NO. 2017-

AN ORDINANCE AMENDING CHAPTER 72 ENTITLED "STOPPING, STANDING, AND PARKING" OF THE CODE OF ORDINANCES OF THE CITY OF GOLDSBORO

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

1. Chapter 72 entitled "Stopping, Standing and Parking" of the Code of Ordinances, City of Goldsboro, North Carolina be and the same is hereby amended as follows:
 - a. By adding to Section 72-40, Loading and Unloading Merchandise, the following subsection:

Center Street, east side, 115 feet south of Walnut Street.

2. This Ordinance shall become effective immediately upon the necessary signing and marking changes and shall be shown on the Official Parking Map for the City of Goldsboro, North Carolina.

Adopted this _____ day of _____, 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

ORDINANCE NO. 2017 –

AN ORDINANCE AMENDING CHAPTER 75: PARKING SCHEDULES
OF THE CODE OF ORDINANCES
OF THE CITY OF GOLDSBORO, NORTH CAROLINA

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

1. That Chapter 75: Parking Schedules, Section 75.01 Parking schedules adopted by reference, be and the same is hereby amended as follows:
 - a. By adding a parking space on Center Street, west side, 210 feet north of Walnut Street.
2. That the specified parking space on Center Street between Mulberry Street and Walnut Street shall be shown on the Official Parking Map for the City of Goldsboro, North Carolina.
3. That this Ordinance shall be in full force and effect from and after its adoption this the _____ day of _____, 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 16, 2017 COUNCIL MEETING

SUBJECT: Veterans Day Parade and Celebration – Street Closing Request

BACKGROUND: A request was received from the Wayne County Veterans and Patriots Coalition requesting permission to close a portion of certain City streets on Saturday, November 11, 2017 from 9:00 a.m. to 1:00 p.m. in order to hold a Veterans Day Parade and Celebration.

DISCUSSION: The street closing request is as follows:
Parade Route: Begin on S. Center at Spruce Street, continue northbound on Center Street and make the turn around on Ash Street and travel southbound on Center Street to Walnut Street for a right turn to go westbound, then a left on James Street to go southbound and then finally a left on Spruce Street to go eastbound where it ends.

Staging Areas: South Center Street from Pine Street to Spruce Street; Pine Street from James Street to Center Street.

Additional Closures recommended by the Police Department to manage traffic flow: Center Street from Spruce to Ash; traffic circle at Center and Ash Streets; Mulberry Street from James Street to Center Street; James Street from Mulberry to Pine; Pine Street from James Street to Center Street.

Line up for the parade will be on South Center Street beginning at 9:00 a.m. and the parade will begin at 11:00 a.m. The Police, Fire, Public Works and DGDC offices have been notified of this request.

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

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

RECOMMENDATION: It is recommended that the City Council by motion, grant street closings on Center, Ash, Mulberry, Walnut, Spruce, and Chestnut Streets on November 11, 2017 from 9:00 a.m. to 1:00 p.m. in order that the Veterans Day Parade and Celebration may take place, subject to the above conditions.

DATE: _____

Elizabeth Rutland, Downtown Goldsboro

DATE: _____

Scott A. Stevens, City Manager

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

****An application for this permit MUST be submitted at least 30 days prior to your special event. .**

I. General Information

Type of Event: (please check all that apply)

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

Event Name: VETERANS' DAY PARADE

Event Date(s): SAT 11 NOV 17 **Event Website:** _____

Inclement Weather/Rain Date(s): NONE

Description of Event (Please briefly describe the event.)

PARADE TO CELEBRATE VETERANS

Requested Event Location: S CENTER Village UPRATING, ICE STORM, CAROLINA Pine

Event Start Time/End Time: 11AM - 1PM

Set-Up: Date & Time (start/end): 8AM SAT 11 NOV 17

Dismantle (Completion): Date & Time (start/end): 3PM SAT 11 NOV 17

Estimated Daily Attendance: 1000 SAT 11 NOV 17

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 12AM - COMPLETE

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

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: WAYNE CITY VETERANS & PATRIOTS COALITION

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

Applicant Name: MARY MN WATKINS **Title:** PRESIDENT

Address: 620 COUNTRY DAY RD

City: GOLDSBORO **State:** NC **Zip:** 27530 **Phone:** 919 273 453

Cell Phone: SAME **Email:** melwatkins@mindspring.com

Day of Event Contact:

Name: BRIAN VOLK **Phone:** 919 735 6947

III. Event Map

SEE ATCH

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)**

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:

Facilities at ICE STORM FOR / THREE PORT A JON. PLACED AT CORNER
OFFICIAL PARTY OF ESPRUE AND S Central Street

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

PARADE WILL NOT LAST MORE THAN 2 HRS.

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 RECEPTICLES EXIST ON ROUTE

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

- ☐ Yes ☒ No Does the event involve the sale of food and/or 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 Downtown Goldsboro office 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 If your event requires the closing of a street(s), have all property/business owners within 100 feet of the event space been notified via hand-delivered flyer or letter by applicant, stating time, place and description of event? **Please complete page 7 and submit with the application.**
*The temporary closing of a NC Department of Transportation street would be at the discretion of the NC Dept. of Transportation.
- ☒ 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/>.

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? AS IN PLACE

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

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

Insurance:

General Liability Insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance.

Event Cancellation:

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

Public Safety:

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

Police: The Goldsboro Police Department shall determine the number of police officers needed to appropriately manage security, as well as the time when such services shall commence. The Applicant may be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City of Goldsboro for the costs of providing on-duty law enforcement officers, to appropriately manage the event. Please contact the City of Goldsboro's Police Department Off-Duty Coordinator at 919-580-4253.

Prohibited Items:

No open carry firearms or illegal drugs are allowed.

Policy of Non-Discrimination:

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

Additional Rules Pertaining to Events:

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

Alcoholic Beverages:

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

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

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

****For street closing applications: applicant will be notified by the City Manager's Office when the Permit has been approved by the Goldsboro City Council.**

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. And I will fulfill the requirements placed upon this permit application.

Authorized Signature: 

Date: 29 AUG 17

Organization: WAYNE COUNTY VETERANS & PATRIOTS COALITION

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

Downtown Goldsboro Development Office

Attn: Erin Fonseca

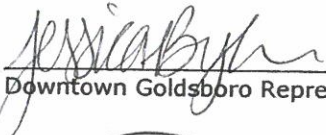
219 N. John Street

Goldsboro, NC 27530

eacree@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 Erin Fonseca at eacree@goldsboronc.gov.

For Inner Office Use Only:


Downtown Goldsboro Representative


Goldsboro Police Department Representative



Special Event Release of Liability Waiver

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

WAYNE COUNTY VETERANS & PATRIOTS COALITION 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 29 day of AUGUST, 20 17.



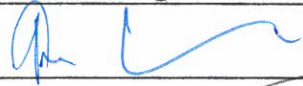
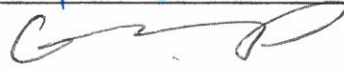

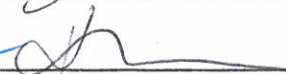
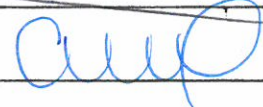
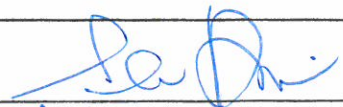
(Applicant & Authorized Representative of Event) (SEAL)

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

STREET CLOSING EVENT NOTIFICATION FORM

Completion of the City of Goldsboro Special Events/Parade/Street Closing Permit Application is a requirement for approval by the City of Goldsboro if the event will directly impact access to businesses or property adjacent to the event.

Applicant is required to notify the property owner of impact, communicate the date, times and other information as necessary. Applicant is to show that this has been communicated by getting applicable signatures on this form.

Property/Business Owner Name	Signature	Date
500 CENTER 500 THAI GARDEN		9-20-17
124 PASTIME		10-5-17
122 CAROLINA PINE	Lukene	9-20-17
118 " "		
116 THE ICE STORM		10-5-17
114 THE VILLAGE RESIDENT		10-5-17
108 THE PEACH BOUTIQUE		9-20-17
106 " " "		
104 WAYNESBOROUGH HOUSE	Usher Wolf	9/20/17
102 130 RED BOUTIQUE	Onesha Mener	9-20-17
5100 NAIL CRAFTS	Melissa Wilder	10-5-17
5100 THE LAUGHING OWL	Peter Pun.	9-20-17
106 CLOSED		
108 108 TAP HOUSE		9-20-17
112 CITY TRENDS	Sammy Sugar	9-20-17
114 " "		



WAYNE COUNTY VETERANS
AND PATRIOTS COALITION
Presents

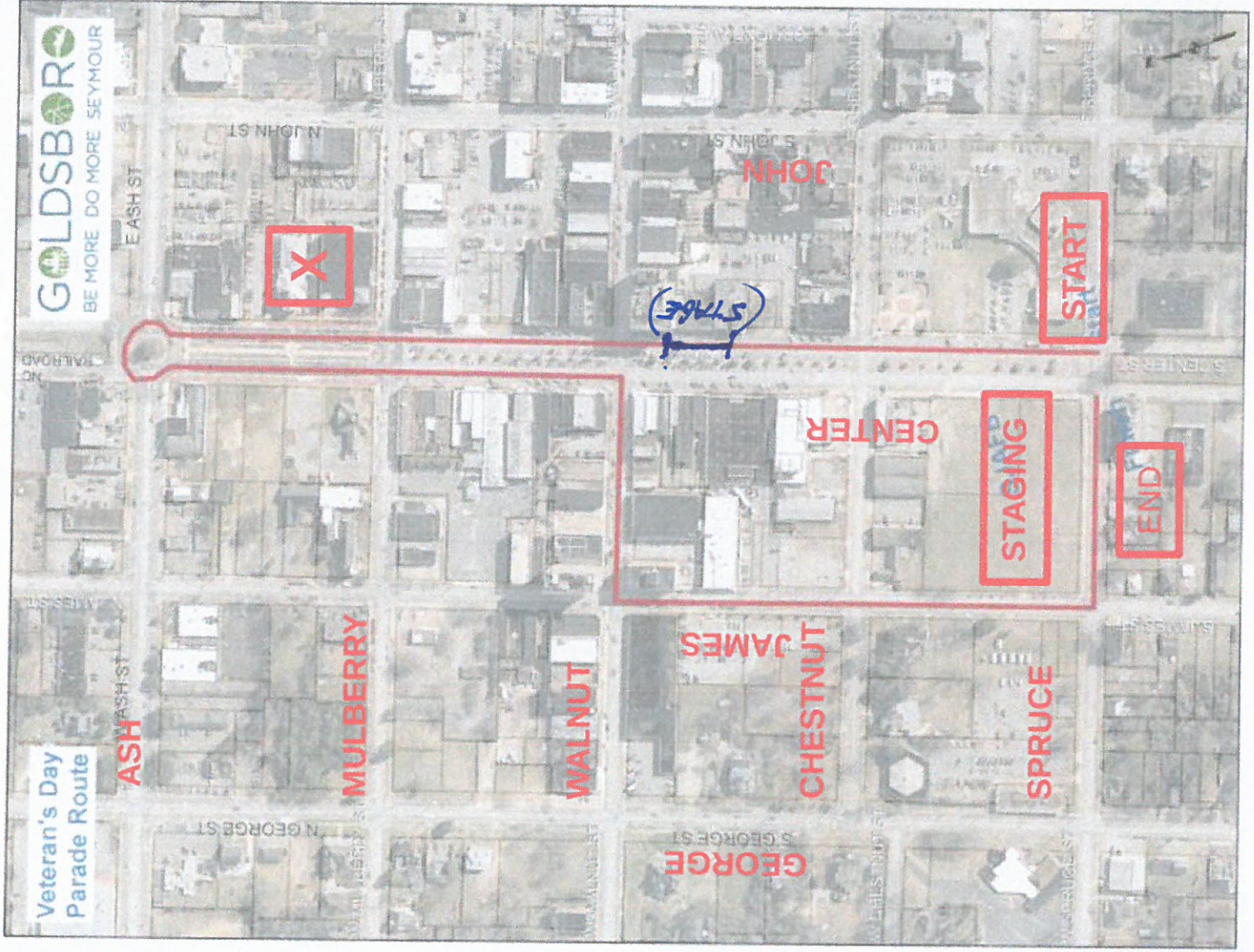
THE WAYNE COUNTY VETERANS DAY PARADE

SATURDAY 11 NOVEMBER 2017
Starts at 11:00am

Village square, Ice storm, Carolina Pine
(Stage Center)

Applications available at the VSO
2001 E Ash St Goldsboro NC

Questions please call 919-273-1453





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/05/2017

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 O'Berry & Lewis, Inc. PO Box 127 Goldsboro NC 27533	CONTACT NAME: Kitzi Bass		
	PHONE (A/C, No, Ext): 919 735 1237	FAX (A/C, No): 919 735 8819	
	E-MAIL ADDRESS: kitzib@oberry-lewis.com		
INSURED Wayne County Veterans and Patriots Coalition 100 Crescent Drive Dudley NC 28333	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Philadelphia Indemnity Ins Co		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL 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 OTHER:			11075646	10/01/2017	10/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> 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 <input type="checkbox"/>	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 \$

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

CERTIFICATE HOLDER**CANCELLATION**City of Goldsboro
PO 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

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 16, 2017 COUNCIL MEETING

SUBJECT: Third Annual Thriller Night – Street Closing Request

BACKGROUND: A request was received from the Downtown Goldsboro Merchants Association requesting permission to close a portion of certain City streets on October 27, 2017 from 3:00 p.m. to 9:00 p.m. in order to hold the Third Annual Thriller Night.

DISCUSSION: The street closing request is as follows:

The Downtown Goldsboro Merchants Association has requested the closing of the 200 block of North Center Street between Ash and Mulberry Streets and the City Hall parking lot.

A rain date has been scheduled for October 28, 2017.

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

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

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

RECOMMENDATION: It is recommended that the City Council by motion, grant a street closing at the 200 block of North Center Street between Ash and Mulberry Street on October 27, 2017 from 3:00 p.m. to 9:00 p.m. in order that the Third Annual Thriller Night may take place, subject to the above conditions.

DATE: _____

Elizabeth Rutland, Downtown Goldsboro

DATE: _____

Scott A. Stevens, City Manager

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

****An application for this permit MUST be submitted at least 30 days prior to your special event.**

I. General Information

Type of Event: (please check all that apply)

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

Event Name: THRILLER NIGHTS

Event Date(s): 10/27/17 **Event Website:** _____

Inclement Weather/Rain Date(s): 10/28/17

Description of Event (Please briefly describe the event.)

Free Performance + Fall Festival w/ Games, Food Trucks,
+ A THRILLER DANCE PERFORMANCE. WILL ALSO INCLUDE
TRUNK OR TREAT

Requested Event Location: 200 BLOCK OF N CENTER ST

Event Start Time/End Time: 5:00 PM - 8:00 PM

Set-Up: Date & Time (start/end): 10/27 3:00 PM

Dismantle (Completion): Date & Time (start/end): 10/27: 10 PM

Estimated Daily Attendance: 300

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 3pm - 9 pm

If yes, please list the streets that you are requesting to be closed: 200 BLOCK OF
N CENTER ST, BOTH NORTH + SOUTHBOUND LANES (SEE MAP)

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: DOWNTOWN GOLDSBORO MERCHANTS ASSOCIATION

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

Applicant Name: DUSTIN PILCE **Title:** PRESIDENT

Address: 112 W. CHESTNUT ST

City: GOLDSBORO **State:** NC **Zip:** 27530 **Phone:** _____

Cell Phone: 919.584.0288 **Email:** DUSTIN@TOBACCOANDHOPS.COM

Day of Event Contact:

Name: APRIL MELROSE **Phone:** 919.394.6947

III. Event Map

For Run/Walk/Parades - FORMATION AREA LOCATION: N/A

For Run/Walk/Parades - STARTING POINT: N/A

For Run/Walk/Parades - ENDING POINT: N/A

***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 ATTACHED

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

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

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

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

PARKS PORTABLES TOILETS

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.)

WE WILL PROVIDE LARGE TRASHCANS NEAR FOOD VENDORS

CITY ALREADY HAS TRASH CANS ON STREET.

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 Downtown Goldsboro office 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: \$50 PER FOOD VENDOR SPOT

- ☒ Yes ☐ No If your event requires the closing of a street(s), have all property/business owners within 100 feet of the event space been notified via hand-delivered flyer or letter by applicant, stating time, place and description of event? **Please complete page 7 and submit with the application.**

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

- ☒ 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/>.

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? ATTENDEES WILL USE PUBLIC PARKING THROUGHOUT DOWNTOWN

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

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

Insurance:

General Liability Insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance.

Event Cancellation:

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

Public Safety:

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

Police: The Goldsboro Police Department shall determine the number of police officers needed to appropriately manage security, as well as the time when such services shall commence. The Applicant may be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City of Goldsboro for the costs of providing on-duty law enforcement officers, to appropriately manage the event. Please contact the City of Goldsboro's Police Department Off-Duty Coordinator at 919-580-4253.

Prohibited Items:

No open carry firearms or illegal drugs are allowed.

Policy of Non-Discrimination:

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

Additional Rules Pertaining to Events:

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

Alcoholic Beverages:

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


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

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

****For street closing applications: applicant will be notified by the City Manager's Office when the Permit has been approved by the Goldsboro City Council.**

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. And I will fulfill the requirements placed upon this permit application.

Authorized Signature:  Date: 10/9/17

Organization: DOWNTOWN GOLDSBORO MERCHANTS ASSOCIATION

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

Downtown Goldsboro Development Office

Attn: Erin Fonseca


219 N. John Street

Goldsboro, NC 27530

eacree@goldsborongov.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 Erin Fonseca at eacree@goldsborongov.gov.

For Inner Office Use Only:


Downtown Goldsboro Representative


Goldsboro Police Department Representative



Special Event Release of Liability Waiver

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

DOWNTOWN GOLDSBORO MERCHANTS ASSOCIATION 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

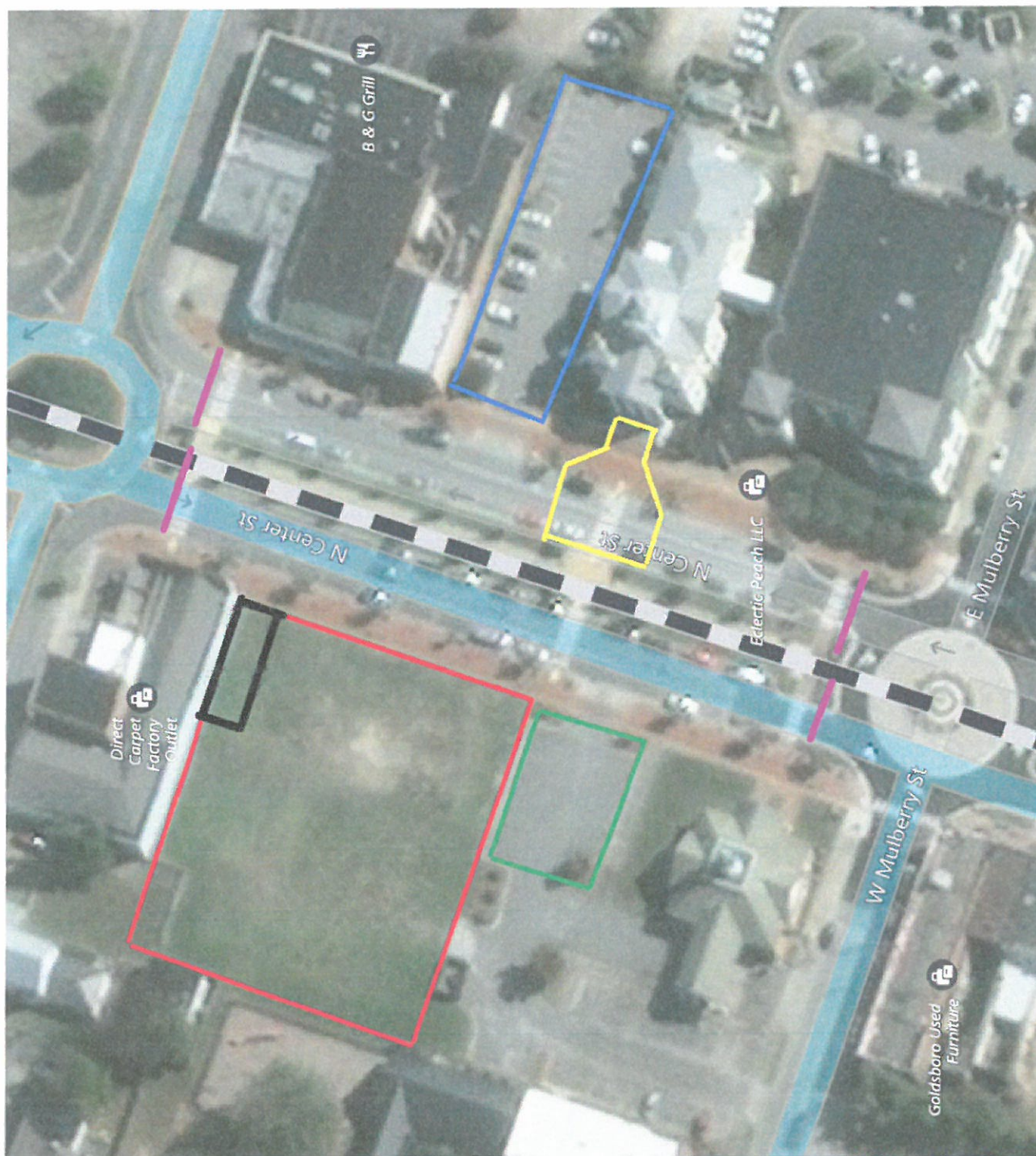
acts or omissions, active or passive, related to operating an event on the city's property.

This the 9 day of October, 2017.

 (SEAL)
(Applicant & Authorized Representative of Event)

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

-  Festival Game Area
-  Food Truck Area
-  Trunk or Treat Area
-  Thriller Performance Area
-  Road Blocks
-  Portable Toilets



Thriller Nights Festival Map

October 27, 2017

STREET CLOSING EVENT NOTIFICATION FORM

Completion of the City of Goldsboro Special Events/Parade/Street Closing Permit Application is a requirement for approval by the City of Goldsboro if the event will directly impact access to businesses or property adjacent to the event.

Applicant is required to notify the property owner of impact, communicate the date, times and other information as necessary. Applicant is to show that this has been communicated by getting applicable signatures on this form.

Property/Business Owner Name	Signature	Date
CENTER 8500 THAI GARDEN	[Signature]	9-20-17
124 PASTIME	[Signature]	10-5-17
122 CAROLINA PINE	Lukene	9-20-17
118 " "		
116 THE ICE STORM	[Signature]	10-5-17
114 THE VILLAGE RESIDENT	[Signature]	10-5-17
108 THE PEACH BOUTIQUE	[Signature]	9-20-17
106 " " "		
104 WAYNE BROUGH HOUSE	[Signature]	9/20/17
102 130 RED BOUTIQUE	Onesha mayer	9-20-17
5/100 NAIL CARES	Melissa Wilder	10-5-17
5/100 THE LAUGHING OWL	Peter Pun.	9-20-17
106 CLOSED		
108 108 TAP HOUSE	[Signature]	9-20-17
112 CITI TRENDS	Sammy Sugar	9-20-17
114 " "		

	<u>BUSINESS</u>	<u>SIGNATURE</u>	<u>DATE</u>
136	DELIVERANCE MINISTRIES		
138	DEMOCRATIC HQ		
140	DIVINE HAIR	Ama Woods	10/05/17
142	ROYAL BARBER	Percy Royal III	20/17
144	THE BEAUTY BAR	VBMelby	Sep 2017
200	CITY HALL/ANNEX		
224	THE LOFT	Chris A	9/20/17
228	519-344-5669 PATRICIA ARTISTIC DANCE ACADEMY		
101 W ASH	CIRCLE TIRE	Pat	9/20/17
223	DIRECT CARPET	Bud Kipper	9/20/17
201	WHEELS CONST	John Wold	9/20/17
151	CLOSED		
15	CLOSED		
143	CLOSED		
	CLOSED		
139A	CAROLINA OUTREACH	Lynn Watson	9/20/17
137	BICYCLE WORLD	Carolee Mitchell	9/20/17



CERTIFICATE OF LIABILITY INSURANCE

MLW
R002DATE (MM/DD/YYYY)
10/10/2017

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		CONTACT	
BIN INSURANCE HOLDINGS LLC/PHS		NAME:	
505500 P: (866) 467-8730 F: (888) 443-6112		PHONE (A/C, No, Ext): (866) 467-8730	
PO BOX 33015		FAX (A/C, No): (888) 443-6112	
SAN ANTONIO TX 78265		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		NAIC#	
		INSURER A: Twin City Fire Ins Co	
		29459	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

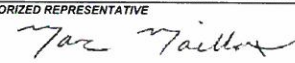
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY			46 SBA VU6632	03/28/2017	03/28/2018	EACH OCCURRENCE
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						\$1,000,000
	X General Liab	X					DAMAGE TO RENTED PREMISES (Ea occurrence)
							\$1,000,000
							MED EXP (Any one person)
							\$10,000
							PERSONAL & ADV INJURY
							\$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE
			POLICY <input type="checkbox"/> JECT <input checked="" type="checkbox"/> LOC				\$2,000,000
	OTHER:						PRODUCTS - COM/PO/AGG
							\$2,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)
	ANY AUTO						\$
	OWNED AUTOS ONLY						BODILY INJURY (Per person)
	HIRED AUTOS ONLY						\$
	SCHEDULED AUTOS NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)
							\$
							PROPERTY DAMAGE (Per accident)
							\$
	UMBRELLA LIAB						EACH OCCURRENCE
	EXCESS LIAB						\$
							AGGREGATE
							\$
	DED						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY						PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						\$
							E.L. EACH ACCIDENT
							\$
							E.L. DISEASE- EA EMPLOYEE
							\$
							E.L. DISEASE- POLICY LIMIT
							\$

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

Those usual to the Insured's Operations. City of Goldsboro is an additional insured per the Business Liability Coverage Form SS0008 attached to this policy. Reference: Event Octoboeer 27, 2017.

CERTIFICATE HOLDER**CANCELLATION**

CITY OF GOLDSBORO 200 N CENTER ST GOLDSBORO, NC 27530	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 16, 2017 COUNCIL MEETING

SUBJECT: Community Affairs Commission Appointments

BACKGROUND: There are existing vacancies on the Community Affairs Commission. Citizen involvement is vital to the performance of City government. It is necessary that additional appointments be made in an effort to fill these vacancies.

DISCUSSION: Recommendations for appointment were requested from the Community Affairs Commission.

The following individuals have submitted an application to be on the Community Affairs Commission were recommended by Commission for appointment.

Elvira Johnson
Lashanda Williams
Joshua Johnson
Michael Carroway
Dave Albanese

RECOMMENDATION: By motion, Council adopt the attached Resolutions:

1. Appointing the above individuals to the Community Affairs Commission.
2. Commending Sandra Mueller, Christian Dumond and Christian Tyner who have served on the Community Affairs Commission.

Date: _____

City Manager

RESOLUTION NO. 2017-

RESOLUTION APPOINTING MEMBERS
TO THE COMMUNITY AFFAIRS COMMISSION

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

WHEREAS, additional slots are available for participation on the Community Affairs Commission; and

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

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

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

Community Affairs Commission

Filling an Unexpired Term:

Elvira Johnson	Term Expires 12-31-2017
Michael Carroway	Term Expires 12-31-2017
Joshua Johnson	Term Expires 12-31-2018
Lashanda Williams	Term Expires 12-31-2018
Dave Albanese	Term Expires 12-31-2018

2. This Resolution shall be in full force and effect from and after this 16th day of October, 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

RESOLUTION NO. 2017 -

RESOLUTION COMMENDING INDIVIDUALS WHO HAVE SERVED
ON THE COMMUNITY AFFAIRS COMMISSION OF
THE CITY OF GOLDSBORO AND DIRECTING THE COMMUNITY AFFAIRS
COMMISSION TO PRESENT THE INDIVIDUALS WITH
A CERTIFICATE OF APPRECIATION

WHEREAS, citizen participation is vital to responsible government; and

WHEREAS, the following individuals have served the local citizenry by their service upon the advisory Boards and Commissions of the City of Goldsboro; and

WHEREAS, the Mayor and City Council wish to commend these civic-minded citizen for their voluntary contributions to the City of Goldsboro.

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

1. The following individuals are recognized for their service on the Community Affairs Commission and are commended for their contributions to the operation of Goldsboro's municipal government:

Community Affairs Commission

Sandra Mueller

Christian Dumond

Christian Tyner

2. The Mayor of the City of Goldsboro is hereby directed to present these individuals a Certificate of Appreciation for their civic contributions.
3. This certificate is to be presented at the next regularly scheduled meeting of the Community Affairs Commission or as close to that meeting date as possible.
4. This Resolution shall be in full force and effect from and after this 16th day of October, 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

Departmental Monthly Reports September 2017

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

Human Resources Management Department MONTHLY REPORT – SEPTEMBER 2017

Prepared by: Pamela C. Leake

The Human Resources Department posted 16 vacancies this month and processed 206 applications. 173 notices were sent to job applicants not selected for an interview and 12 notices were sent to candidates interviewed but not selected for hire. We welcomed four (4) new hires this month: 3 full-time (**Keyon Carter – Operator I, Water Reclamation Facility, Ken-Yatta Garrett, Solid Waste Technician – Public Works, and Brent Woodall - Police Officer**) and one part-time (**Sandra Morrow, Front Desk Receptionist, Finance**). There were 37 reductions in force - Two resignations (1 full-time and 1 part-time); two terminations (both full-time), and 33 seasonal employees whose assignments ended. The EEO-4 report for fiscal year 2016/17 was submitted. This is a federal report that lists all positions and employees by gender, race, occupational group, and salary for the fiscal year. The Sr. Human Resources Analyst conducted NeoGov refresher training for supervisors at City Hall, Public Works, and the Water Reclamation Facility. The 2016/17 evaluation period ended September 30, and supervisors will completing annual evaluations on October 1. HR staff attended the United Way campaign kickoff on September 25.

New hire orientation was held September 6. 13 employees attended the session. The Wellness Committee sponsored this year's Health/Wellness Fair on September 21 at the W.A. Foster Center. Several activities were held for employees, including games and health/wellness checks. 13 vendors participated in the event, and 89 employees turned in event tickets. Mark Blizzard, our Occupational Health Nurse, along with the team members from Wayne Memorial Hospital, completed glucose and BMI screenings. 40 biometric screenings were performed. The Annual Fall Step Challenge began on September 25, 2017. 50 employees have signed up and are participating in the challenge.

Open enrollment for the State Health Plan will begin September 30 and end October 31. Employees have the option to select the 80/20 plan or 70/30 plan. Pierce Insurance has been secured as the new broker for supplemental benefits. More information and open enrollment meetings will be planned in October.

There were no vehicle accident or personal injury case reviews. The new safety coordinator will come on board in October.

This month's health beat training focused on **Advanced Directives**. 189 employees attended the training held in various locations. There were 128 clinic visits this month.

Random Drug Screens	Post-Accident Drug Screens
Non-DOT: 8 tested; 2 breathalyzers – All negative	Non-DOT: 0 tested
DOT: No DOT tests this month.	DOT: 0 tested

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	391	182	269	321	241	316	384	237	206				272
New Hires*	12	6	1	7	2	3	3	10	3				5
Separations*	3	0	2	2	3	5	2	2	3				2
Vehicle Accidents	2	0	3	2	5	4	2	0	1				2
Workers Compensation	1	0	1	0	1	0	0	0	1				1

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	337	235	534	291	184	186	475	302	253	236	180	212	285
New Hires*	2	5	3	2	5	3	0	5	4	5	2	3	4
Separations*	3	3	9	2	3	2	1	5	9	4	2	8	5
Vehicle Accidents	5	1	8	5	4	3	2	1	1	2	1	2	3
Workers Compensation	8	3	1	6	5	3	6	8	8	1	4	3	5

**Monthly stats for new hires, resignations, retirements, and terminations include full-time personnel only.*

Community Relations Department

Monthly Report – September 2017

Prepared By: *Shycole Simpson-Carter*

- The Community Affairs Commission met on Tuesday, October September 12, 2017. The next scheduled meeting is Tuesday, November 14, 2017 at 6:00 p.m.
- Community Relations received one (1) housing complaint and one (1) consumer complaint. The alleged violations by citizens under the Minimum Housing/Landlord Tenant Laws included: one (1) improper eviction processes potential violation of fair housing laws and one (1) employment dispute. All complaints were submitted through the 311 GIS system or to the appropriate City Department for resolution or designated community/state resources.
- The City of Goldsboro received and signed its Funding Agreement from North Carolina Housing Finance Agency for the 2017 Urgent Repair Program (URP17) in the amount of \$100,000. This grant is to be in conjunction with the City's Community Development Block Grant Program. To assist fourteen (14) eligible very-low and low-income homeowners with urgent repairs up to \$8,000 per home to prevent displacement, which poses an imminent threat to their life and/or safety.
- The first meeting of the Goldsboro Mayor's Youth Council (GYC) FY17-18 cycle was held on September 20, 2017 and the Honorable Judge C. Gaylor, III sworn in our new officers for the executive board. On September 22nd -24th, 2017 four (4) GYC members attended the State Youth Council Service Learning Conference in Durham, NC. On Saturday, September 30, 2017, Goldsboro Youth Council Members volunteered at First Christian Church for the Last Saturday Supper. They made sandwiches and distributed supper to the homeless. The Goldsboro Mayor's Youth Council (GYC) were recognized and nominated for Volunteer of the Year at Downtown Goldsboro Development Corporation's Annual Dinner & Award Ceremony on September 22, 2017.
- The Mayor's Committee for Persons with Disabilities met on September 21st and 25th, 2017 to plan the upcoming awards banquet and luncheon to be held on October 19, 2017 at the Goldsboro Event Center. The next scheduled meeting is November 16, 2017 at 12:00 pm.
- The Community Relations Director attended the following meetings, workshops, or trainings:
 - HUD's Mayor's Challenge to End Homelessness Meeting, Base/Community Council Meeting, GWTA Board Meeting, and other meetings with citizens and community leaders/stakeholders.

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
Consumer	2	0	3	1	0	0	0	0	1				1
2016 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	3	1	2	6	2	5	1	3	1			8	3
Consumer	1	3	1	1	1	0	2	0	1			0	1

During October-November 2016, the Community Relations Department assisted and/or coordinated Hurricane Matthew Relief Efforts throughout the City's impacted areas. The Department received and responded to over 100 calls or visits from citizens and/or local businesses related to Hurricane Matthew. The concerns were referred to the appropriate City departments and external (volunteer, local, state, and/or federal agencies). Due to the fact these concerns were raised from an unforeseen natural occurrence, the Department will not input a tally for October and November in the table above.



Monthly Report- September 2017

Prepared by: Sherry Archibald, Director

- The Paramount continued with the annual movie series featuring Dirty Dancing. Renter held a music concert with Roy C. and Friends. Parks & Recreation hosted a meeting in the theatre for Beak Week and the theatre was rented for a photo session in September.
- Center Stage Theatre held their 40th Anniversary Gala at the Paramount and Goldsboro Ballet returned for their annual fundraising event, Love of Dance.
- Paramount staff interviewed for custodial staff.
- Staff hosted a meeting with the Outreach & Programming Committee in preparation of marketing the 10th Annual series and preparing for the 11th season.
- Paramount staff participated in the following meetings, presentations or training: Downtown Merchant Association; Dance Touring Initiative Conference Call; Chamber's Junior Leadership Council, DGDC Promotions Committee; Television interviews for upcoming events and the Make It Better Day event for the military on SJAFB.
- Expenses - September **\$31,356.46** Labor - \$22,202.92/Operational - \$9,153.54
Revenue - September **\$3,454.19** Rentals -\$1,250.91/Tickets \$2,018.28 Concessions: \$185.

	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				\$30,715	\$276,435
Rev	\$12,929	\$13,197	\$21,544	\$3,845	\$22,670	\$5,648	\$6,097	\$18,040	\$3,454				\$11,936	\$107,424
	Jan-16	Feb-16	Mar16	April16	May16	June16	July16	Aug16	Sept16	Oct16	Nov16	Dec16	Average 2016	Total
Exp	\$34,171	\$37,659	\$41,473	\$34,905	\$38,813	\$25,365	\$29,583	\$80,132	\$36,103	\$40,743	\$50,158	\$28,811	\$39,826	\$477,916
Rev	\$31,903	\$18,707	\$18,782	\$12,978	\$17,857	\$10,878	\$56,041	\$4,698	\$6,407	\$11,466	\$3,878	\$37,579	\$19,264	\$231,174



- The Goldsboro Event Center was rented or used for 18 uses in September: Three weddings, two parties, four golf tournaments, two family reunions, six meetings for private renters and Base Community Council meeting.
- A dishwasher has been installed for renters use. Mr. Smith will monitor the usage and maintenance needs in preparation of future budgeting.
- GEC staff is interviewing candidates for Building Attendant & Bartending positions and custodian.
- GEC Manager fields several walk-in clients every week for tour of the facility.
- Expenses -September **\$38,658.60** Labor -\$28,244.89/Operational - \$10,413.71
Revenues- September **\$6,221.76** Rentals -\$3,241.25/Concessions - \$2,980.51

	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	\$28,027	\$12,472	\$8,056	\$38,658				\$19,430	\$174,876
Rev	\$2,100	\$7,096	\$8,792	\$6,826	\$15,356	\$5,077	\$9,924	\$8,073	\$6,221				\$7,718	\$69,465
	Jan-16	Feb-16	Mar16	April16	May16	June16	July16	Aug16	Sept16	Oct16	Nov16	Dec16	Average 2016	Total
Exp	\$	\$	\$	\$12,819	\$13,453	\$5,715	\$15,565	\$7,442	\$14,575	\$5,024	\$9,160	\$10,653	\$10,489	\$94,406
Rev	\$	\$	\$	\$8,690	\$10,589	\$5,352	\$6,876	\$9,417	\$6,513	\$7,868	\$7,005	\$12,073	\$8,264	\$74,383

Goldsboro Inspections Department

Monthly Report – Sept 2017

Prepared by: Allen Anderson

The valuation of all building permits issued during the month of September totaled \$22,568,386. Seven (7) of these permits were new residential single family dwellings at a valuation of \$1,063,189.

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 \$9,842,267.

All permit fees collected for the month totaled \$51,263.43. Of the permit fees collected for the month \$3,165 was collected in technology fees. Plan review fees collected during the month totaled \$1,800. Business Registration fees collected \$1,260.

The Inspectors did a total of 621 inspections for the month. During the month of September seven (7) business inspections were completed. A total of 263 permits were issued for the month. Fifty-six (56) plan reviews were completed for September. We now have a total of 182 residential structures in the Minimum Housing Process and 19 commercial structures in the Demolition by Neglect Process.

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				\$11
Residential (thousands)	\$473	\$442	\$1m	\$1m	\$2m	\$1m	\$451	\$0	\$1m				\$818
Miscellaneous**(millions)	\$5	\$1	\$6	\$9	\$2	\$2	\$1	\$8	\$10				\$5
Permit Fees (thousands)	\$31	\$29	\$31	\$46	\$35	\$46	\$42	\$50	\$51				\$40
Inspections (total)	836	747	775	539	623	610	560	674	621				665
Permits Issued (total)	384	350	353	297	383	339	303	353	263				336
Plan Reviews Completed	43	57	59	57	79	64	53	51	56				58
Minimum Housing in Process	194	190	197	195	198	182	177	178	182				188

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$3	\$7	\$7	\$3	\$2	\$3	\$4	\$6	\$2	\$25	\$3	\$7	\$6
Residential (thousands)	\$740	\$380	\$430	\$240	\$748	\$558	\$1m	\$1m	\$260	\$79	\$191	\$440	\$506
Miscellaneous**(millions)	\$2	\$3	\$3	\$3	\$3	\$1	\$3	\$2	\$1	\$3	\$4	\$2	\$3
Permit Fees (thousands)	\$38	\$54	\$61	\$38	\$50	\$30	\$43	\$46	\$36	\$33	\$48	\$26	\$42
Inspections (total)	544	519	550	463	551	614	509	621	593	565	1107	908	629
Permits Issued (total)	268	266	293	237	327	329	332	351	252	1241	644	493	419
Plan Reviews Completed	50	44	83	52	93	47	58	74	54	43	54	40	58
Minimum Housing in Process	242	214	212	220	251	251	249	251	255	255	255	255	243

September 2017

Prepared By: Julie Metz, Director

Current Projects Staff Worked On Over the Month Include:

- Staff worked on a plan to market downtown as a wedding destination, Say I Do to Downtown.
- Staff prepared to submit nominations for the Main Street Awards.
- Staff worked with Travel & Tourism to prepare for Lantern Festival on November 11th in Downtown.
- Staff participated in a conference call regarding TIGER VIII.
- Staff attended Strategic Planning meetings with City representatives.
- Staff worked on the Leadership Wayne Application.
- Staff prepared for the Public Art Installation Ceremony, which will be Friday, October 13th at 12pm.
- Staff prepared for the DGDC Board Retreat by creating surveys and preparing presentations to give to the board.

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

- Staff facilitated and attended the following monthly meetings; DGDC Board (9/22), DGDC Executive Committee (9/13), DGDC Promotions Committee (9/12), DGDC EV Committee (9/12), DGDC Design Committee (9/12).
- Staff created ads for Go, Buzz, WGBR, 107.9, digital billboards and News-Argus for upcoming events and filmed WGTN and WRAL segments.
- Staff worked with Public Works to have wind chimes installed on Walnut Street.
- Staff attended the Merchants Association Meeting on September 5th.
- Staff prepared for and worked at Beak Week and Kiss the Pig on September 9th.
- Staff prepared for Shop the Block on September 8th and 9th.
- Staff met with Goldsboro Housing Authority on September 26th.
- Staff met with the Historic Preservation Planner for Washington, NC to discuss the TIGER grant application process.
- Staff attended the Base/Community Council Meeting on September 28th.
- Staff organized and held the DGDC's Annual Dinner at Union Station on Friday, September 22nd. Staff presented 14 awards and had a record attendance of 260 guests.
- Staff attended a Beak Week meeting on September 12th and 13th.
- Staff attended the Travel and Tourism Board Meeting on August 30th.
- Staff facilitated tours of City property for sale and additional property for potential development.
- Staff met with a videographer to create a commercial for downtown on September 27th.
- Staff assisted with the completion of several street closure applications.
- Staff worked with businesses and investors on "Build a Better Downtown" grants, which are due on October 1st.
- Staff worked with Travel and Tourism to place Do It Downtown advertising and maps in local hotels to encourage guests to shop and eat local.
- Staff designed and implemented new advertising and street signage on a-frame sandwich signs on Center Street at Mulberry, Walnut and Chestnut.
- Staff worked with the Economic Vitality Committee and the Merchants Association to develop guidelines and an application for Meet Me Downtown. The program has been revised to create an open house type business after hours for downtown businesses to promote themselves and find new customers while also educating the public on what they have to offer.
- Staff and the Design Committee worked on the design and approval of the 2017 ornament. This year's ornament will be of the fountain and the Terrace Room.

Upcoming Events/Activities Staff are Preparing For:

- Downtown Annual Dinner and Awards Ceremony: Staff worked to prepare for the DGDC Annual Dinner to be held in front of Union Station on September 22nd beginning at 6:15PM.
- DGDC Board Retreat – October 12-13
- Public Art Installation Ceremony – October 13

Businesses Opening/Properties Purchased:

- Basket Treats Bakery – 119 N. Center Street – Coming soon

Other Activities or Projects that Occurred:

- Elizabeth presented on behalf of DGDC at the September 19th SJAFCB Newcomer's Briefing.
- Staff met with 13 potential new property owners and/or new business interests.
- Staff met with and visited 43 current business owners during the month.
- During the month, staff received 159 visitors, 536 phone calls in, 187 phone calls out, 2,863 emails in, 1,789 emails out, 123 hours (approximately) of visits/meetings with businesses/property owners.

Information Technology

Monthly Report – September 2017

Prepared by: Tyler Mooring

- Updated Cityworks software to version 15.2 and Cityworks mobile application to version 5.
- Started working with Building Maintenance to configure Cityworks for their department.
- Setup Cityworks software for Solid Waste allowing the garbage trucks to report garbage cans that can't be serviced due to obstruction or improper placement.
- Started setting up Citysourced App with the vendor. Should be completed by November.
- Built and configured a new virtual Banner database server for production and test environments.
- Completed testing on the Banner test servers and completed the Banner 8 upgrade.
- Built and started configuration of virtual servers, using Windows Server, for Banner 9 upgrade planned for Spring, 2018.
- Completed the installation of fiber at the Harris Street and at the Holly/Madison water tanks which will be used with our AMI/AMR project. Tested and configures all equipment to support the automatic meter readings being collected by the equipment.
- Installed temporary fiber at Fire Station 4 living quarters in preparation for their move to their temporary housing while their station is being rebuilt. Planned the move of telephones and cable service with Spectrum.
- Worked with PNC on migrating how files upload and download of our financial files.
- Collected drone footage for several departments.
- Completed a new website for the Goldsboro Municipal Golf Course.
- One staff member attended the Spillman User Conference, Summit 2017 in Park City, Utah to prepare for the implementation of Spillman into the city's public safety departments.

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				419
Tickets Closed	483	448	492	344	326	401	356	543	409				407

2016	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	296	383	306	355	351	444	419	455	406	470	497	457	403
Tickets Closed	319	354	266	375	322	437	432	458	374	456	403	475	389

Monthly Highlights

D&C: Responded to 21 after hour's calls--totalled 33.25 hrs; conducted 20 + backflow tests in-house on City infrastructure at the WRF, WTP, compost yard, dog park & lift stations and replaced drain tiles on outfall line behind Re Nu Life.

Streets & Storms: JetVac'd 57 catch basins citywide; coordinated with local landfill to haul concrete from PW compound for free--hailed 34 loads & saved \$17K in tipping fees; cut 5,342 ft of ditch line; installed storm drain pipe for three residential properties; disassembled and relocated Quail Park pavilion for P&R and prep'd Berkeley Blvd for Air Force 75th anniversary celebration.

Bldg. Maint.: Multiple misc. items supporting various City initiatives/function, i.e. Beak Week, IT, DGDC, etc. Key component in preparation and success of DGDC's annual dinner/banquet.

Departments		2017												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
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				22.9
	Lines Camera'd (1000-ft)	4.5	17.5	6.3	10.7	15.2	8.1	12.5	11.1	12.3				10.9
	Water Repairs	42	20	27	35	28	28	20	30	22				28.0
	Sewer Repairs	55	48	105	100	90	19	14	26	39				55.1
	Hydrants Replaced/Fixed	24	18	64	53	38	24	45	32	58				39.6
	Meter Install/Changed	48	37	43	19	55	41	18	34	20				35.0
Bldg Maint.	Radio, Electrical, Bldg	164	108	136	137	156	155	126	174	176				148.0
	Sign Repairs	65	96	61	46	70	75	72	33	53				63.4
Garage	Total Work Orders	334	320	387	304	277	299	292	415	280				323.1
	Total Fuel Cost (x1000)	\$ 57	\$ 51	\$ 56	\$ 49	\$ 55	\$ 58	\$ 50	\$ 68	\$ 58				55.8
Solid Waste	Refuse (x1000 tons)	0.9	0.7	0.9	0.8	0.9	0.9	0.9	0.9	0.8				0.9
	Recyclables (tons)	70	86	83	107	116	88	81	117	110				95.4
	Leaf-n-Limbs (x1000 tons)	0.7	0.8	0.9	0.8	1.0	0.8	0.8	0.9	0.9				0.8
Cemetery Funerals		3	6	3	5	6	2	8	5	6				4.9
Streets & Stormwater	Utility Cut Repairs	15	25	11	13	5	17	24	17	13				15.6
	Pot Hole Repairs	57	42	52	48	57	24	72	64	46				51.3
	Streets Swept (miles)	144	113	110	60.5	246	128	142	65	93.6				122.5
	ROW Mowing (ac)	0	0	0	16.0	28.0	8.0	23.5	12.0	5.0				10.3
	City-Owned Lots Mowing	0	0	0	101	123	211	266	182	190				119.2
2016														
Distribution & Collections	Utility Line Maint (1000-ft)	4.5	6.0	16.3	5.8	14.2	4.0	7.4	27.7	39.3	29.2	11.1	28.1	16.1
	Lines Camera'd (1000-ft)	4.2	16.7	5.6	3.2	3.4	2.5	0.0	1.0	4.6	7.3	10.7	7.6	5.6
	Water Repairs	28	19	26	21	21	44	21	30	16	10	43	27	25.5
	Sewer Repairs	5	4	10	4	4	3	5	6	5	4	34	52	11.3
	Hydrants Replaced/Fixed	22	8	18	37	8	42	29	23	15	4	12	18	19.7
	Meter Install/Changed	66	67	71	43	52	33	51	58	25	20	34	38	46.5
Bldg Maint.	Radio, Electrical, Bldg	149	142	52	100	183	119	138	213	206	103	115	138	138.2
	Sign Repairs	39	56	74	74	61	67	72	70	61	53	65	66	63.2
Garage	Total Work Orders	337	273	288	301	371	304	353	362	296	368	227	307	315.6
	Total Fuel Cost (x1000)	\$ 58	\$ 49	\$ 53	\$ 51	\$ 55	\$ 48	\$ 57	\$ 62	\$ 45	\$ 66	\$ 38	\$ 48	52.5
Solid Waste	Refuse (x1000 tons)	0.9	0.9	1.1	1.0	0.8	0.9	0.8	0.9	0.9	0.8	1	1.1	0.9
	Recyclables (tons)	101	96	99	77	104	104	95	89	93	80	109	95	95.2
	Leaf-n-Limbs (x1000 tons)	0.6	0.5	1.6	0.8	1.0	1.0	0.9	0.8	0.8	0.7	1	1.2	0.9
Cemetery Funerals		7	6	6	8	6	10	7	7	6	3	4	10	6.7
Streets & Stormwater	Utility Cut Repairs	0	8	16	0	21	25	6	19	2	9	11	1	9.8
	Pot Hole Repairs	100	111	52	151	58	97	30	37	19	31	36	74	66.3
	Streets Swept (miles)	93.3	125	129	83.4	174	193	126	193	93	143	139	102	132.9
	ROW Mowing (ac)	0	0	9	27.0	44.0	63.0	55.0	38.5	24.0	8.0	0	0	22.4
	City-Owned Lots Mowing	0	0	2	160	122	124	166	156	274	65	95	0	97.0

Finance Department
Monthly Report - September 2017

Prepared by: Kaye Scott, Finance Director

FY 2017-18

GENERAL FUND

		Actual to Date	Adjusted Budget	Actual to Date	YTD %
		FY '16-17	FY '17-18	FY '17-18	Collected
Revenues					
	Tax Revenues	\$ 538,809	\$ 16,338,000	\$ 1,984,964	12.15%
	License & Permits	101,394	365,400	111,054	30.39%
	Revenue Other Agencies	4,121,411	17,902,157	7,107,095	39.70%
	Charges for Services	1,309,528	4,629,630	1,182,016	25.53%
	Capital Returns	209,463	304,200	31,740	10.43%
	Miscellaneous Revenues	113,978	1,148,000	69,473	6.05%
	FB Withdrawal/PO Appropriation		6,491,214		
	Total	\$ 6,394,583	\$ 47,178,601	\$ 10,486,342	22.23%
		Actual to Date	Adjusted Budget	Actual to Date	YTD %
		FY '16-17	FY '17-18	FY '17-18	Collected
Departmental Expenditures					
	Mayor/Council	\$ 89,626	\$ 400,856	\$ 121,688	30.36%
	City Manager	168,098	1,104,555	230,915	20.91%
	Human Resources Management	162,633	598,519	170,470	28.48%
	Community Relations	33,310	137,539	67,603	49.15%
	Paramount Theater	145,825	464,980	94,407	20.30%
	Goldsboro Event Center	36,682	146,961	29,712	20.22%
	Inspections	179,010	926,411	193,537	20.89%
	Downtown Development	138,938	375,304	86,712	23.10%
	Information Technology	597,588	1,191,485	306,816	25.75%
	Public Works - Adm.	147,476	444,715	108,534	24.41%
	Garage	553,650	2,161,402	557,741	25.80%
	Garage Credits	(326,309)	(1,650,000)	(306,395)	18.57%
	Building & Traffic Maint.	162,905	539,164	162,265	30.10%
	Cemetery	79,990	336,786	91,910	27.29%
	Finance	253,211	1,313,583	255,482	19.45%
	Office Supplies Credits	(1,354)	(9,000)	(1,339)	14.88%
	Planning & Redevelopment	488,449	1,376,216	352,074	25.58%
	Postage Credits	(6,067)	(30,000)	(6,375)	21.25%
	Streets & Storms - General	493,566	1,631,144	569,856	34.94%
	Streets & Storms - Utilities	188,251	529,200	154,225	29.14%
	Street Paving	217,125	75,000	0	0.00%
	Solid Waste	765,440	2,886,473	706,535	24.48%
	Engineering	225,901	974,627	278,699	28.60%
	Fire Department	1,632,886	7,602,315	1,731,126	22.77%
	Police Department	2,414,296	9,969,152	2,497,206	25.05%
	Special Expense Fees	848,725	8,954,600	4,005,649	44.73%
	Parks & Recreation	893,345	4,025,165	928,736	23.07%
	Golf Course	218,286	701,449	201,886	28.78%
	Total	\$ 10,801,481	\$ 47,178,601	\$ 13,589,675	28.80%

UTILITY FUND						
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '16-17	FY '17-18	FY '17-18	Collected
	Charges for Services		\$ 3,789,971	\$ 15,640,500	\$ 3,991,330	25.52%
	Capital Returns		6,315	21,193	7,397	34.90%
	Miscellaneous Revenues		51,512	913,000	456,035	49.95%
	FB Withdrawal/PO Appropriation			\$ 7,814,638	\$ -	0.00%
	Total		\$ 3,847,798	\$ 24,389,331	\$ 4,454,762	18.27%
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '16-17	FY '17-18	FY '17-18	Collected
	Distribution & Collections		\$ 782,125	\$ 3,548,176	\$ 689,030	19.42%
	Water Treatment Plant		1,047,548	4,771,976	1,070,093	22.42%
	Water Reclamation Plant		1,269,200	7,521,742	1,140,251	15.16%
	UF - Capital		38,985	7,588,119	1,059,950	13.97%
	Compost Facility		162,891	959,318	198,420	20.68%
	Total		\$ 3,300,749	\$ 24,389,331	\$ 4,157,744	17.05%
DOWNTOWN DISTRICT FUND						
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '16-17	FY '17-18	FY '17-18	Collected
	Tax Revenues		\$ 1,502	\$ 71,236	\$ 5,681	7.97%
	Capital Revenue		40	90	91	101.11%
	FB Withdrawal/PO Appropriation			11,323		
	Total		1,542	82,649	5,772	6.98%
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '16-17	FY '17-18	FY '17-18	Spent
	Downtown District		\$ 6,343	\$ 82,649	\$ 4,457	5.39%
	Total		\$ 6,343	\$ 82,649	\$ 4,457	5.39%
OCCUPANCY TAX FUND						
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '15-16	FY '16-17	FY '16-17	Collected
	Occupancy Tax/Civic Center		\$ 166,386	\$ 675,000	\$ 180,773	26.78%
	Occupancy Tax/Travel & Tourism		41,597	165,000	45,193	27.39%
	County of Wayne Occupancy Tax		14,174	165,000	50,222	
	Capital Returns/Misc./Property Sale		\$ 837	\$ 42,052	\$ 1,307	0.00%
	FB Withdrawal/PO Appropriation		\$ -	\$ 745,691		
	Total		\$ 222,994	\$ 1,792,743	\$ 277,495	15.48%
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '15-16	FY '16-17	FY '16-17	Collected
	Civic Center		\$ 69,906	\$ 1,462,643	\$ 388,384	26.55%
	Travel & Tourism		55,721	330,100	102,223	30.97%
	Total		\$ 125,627	\$ 1,792,743	\$ 490,607	27.37%

STORMWATER FUND						
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '16-17	FY '17-18	FY '17-18	Collected
	Stormwater Fee		\$ -	\$ 1,073,672	\$ 81,903	7.63%
	FB Withdrawal/PO Appropriation					
	Total		-	1,073,672	81,903	7.63%
			Actual to Date	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '16-17	FY '17-18	FY '17-18	Spent
	Stormwater Division		\$ -	\$ 1,073,672	\$ 52,920	4.93%
	Total		\$ -	\$ 1,073,672	\$ 52,920	4.93%

PLANNING DEPARTMENT
MONTHLY REPORT – SEPTEMBER, 2017

Prepared by: Sally Johnson

General Tasks

During the month of September, 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. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. Work has continued on having case files scanned into the City's system. Code enforcement staff mailed out 48 violation notices during the month of September. 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 September, 16 tickets were issued. A total of 7 tickets were paid in September which totaled \$175. Staff, along with IT, will be working towards having unpaid tickets linked to DMV in order to require payment prior to issuance of a yearly license.

Parked in Wrong Direction	9
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	3
Other (Bus Loading Zone, Crosswalk, Sidewalk)	4

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				49	5
Historic District Comm. Cases	0/1	1/3	0/2	0/0	0/4	2/1	1/4	1/3	2/4				7/22	.7/2
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				402/ \$23,580	45/ \$2620
Junk Vehicles Tagged/Towed	37/7	18/4	0/7	0/3	24/0	18/6	0/8	0/4	0/7				97/46	11/5
Illegal Signs Removed	76	57	65	24	18	119	160	62	24				605	67
Bags of Litter Picked Up	73	516	758	749	322	435	411	262	321				3,847	427

2016

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	5	2	6	6	5	4	9	6	4	0	4	4	55	5.0
Historic District Comm. Cases	0/1	1/1	2/0	1/0	2/0	0/0	0/0	1/2	0/1	0/0	3/0	0/1	10/6	.8/.5
Code Enforcement														
Grass Cutting	8/ \$375	0/\$0	0/\$0	26/ \$1,320	72/ \$3,830	97/ \$5,135	63/ \$3,750	102/ \$5,750	62/ \$3,505	24/ \$1,135	13/ \$685	0/\$0	467/ \$25,485	39/ \$2,124
Junk Vehicles Tagged/Towed	0/6	8/0	18/2	35/4	24/6	20/0	8/0	18/3	28/6	20/6	30/1	0	209/ 34	17/3
Illegal Signs Removed	48	124	60	14	40	60	42	6	8	22	130	39	593	50

**ENGINEERING DEPARTMENT
MONTHLY REPORT - SEPTEMBER 2017**

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

Stoney Creek Sanitary Sewer Outfall Rehabilitation Project

- Project is complete;
- Staff processing CWMTF documents for final reimbursement and project closeout.

Stoney Creek Stream Enhancement – Phase II

- City Engineer is preparing CWMTF cost report, payment request, and required documentation for project reimbursement;

Stoney Creek Greenway

- Staff is currently working through the Preliminary Engineering portion of this project;
- Construction is anticipated to be complete at the end of 2018.

2015 Priority Sewer Rehabilitation Project – Phase III

- Additional flow monitoring is complete;
- Final report delivered;
- 90% of construction plans have been submitted;
- Project has been put on hold.

Phase IV Sewer Collection Rehabilitation

- Smoke and dye testing is complete;
- CWMTF approved the Engineering Report and the Environmental Information Document;
- McKim & Creed is working on design plans and contract documents;
- Start of construction anticipated Summer 2018.

Center/Holly Street Water Tank Painting

- Start of construction has been updated to early Spring of next year due to Christmas lighting.

2017 Street Paving Project

- On August 7, 2017 City Council awarded contract to Barnhill Contracting Company for \$489,883.25;
- This project includes street paving improvements for Humphrey Street and Dakota Street;
- The majority of Humphrey Street storm drainage improvements are complete;
- Construction for this project is approximately 20% complete.

Hurricane Matthew Storm Damage Repair

- The lowest bid was submitted by Lanier Construction Company, Inc. for \$1,023,150 at the bid opening held on February 23, 2017;
- Construction is complete with the exception of punch list items.

2017-2018 Bituminous Concrete Street Resurfacing Project

- The lowest bid was submitted by Turner Asphalt of Raleigh, NC for \$2,267,947.06 at the bid opening held on May 1, 2017;
- Construction is approximately 5% complete.

John Street Parking Lot Electric Vehicle Charging Station

- Duke Energy grant documents have been executed;
- Project bid opening was scheduled for August 10, 2017;
- Staff is working with Duke Energy to secure additional funding.

Union Station

- Barnhill Contracting Company completed resurfacing Union Station Parking Lot;
- Union Station fence project bid opening scheduled for October 9, 2017 for 72-inch high fence.

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;
- Anticipated bid advertisement is late October/early November.

Best Management Practices (BMPs) Inspections

- Approximately 220 BMPs have been approved and 162 BMPs have been constructed to date;
- All BMP inspections have been completed through the month September 2017.

Goldsboro Fire Department

Monthly Report – September 2017

Report Prepared By: Gary Whaley GW/CL

Fire Prevention and Outreach

- September 5th – Public Education – Goldsboro KinderCare
- September 9th – Public Education – Beak Week Festival
- September 10th – Public Education – Faith United Holy Church
- September 19th – Public Education – Station 3
- September 26th – Public Education – Meadow Lane Elementary School
- September 27th – Station Tour – Station 1

Working Structure Fires

- None

Working Vehicle Fires

- 9/4 – 2406 Norwood Ave.
- 9/23 – 1015 Aycock St.
- 9/28 – E. Elm St. & S. Andrews Ave.

<u>2017</u>	<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	0	0	0	214
Structure Fires:	3	4	6	2	2	3	4	4	0				3
EMS Calls:	112	100	99	84	71	69	70	65	86				84
Vehicle Accidents:	33	35	40	35	38	37	29	27	34				34
Fire Alarms:	53	35	38	36	43	43	55	42	43				43
Other:	67	53	43	49	58	42	46	39	47				49
Training Hours:	3209	2870	3457	2153	2001	2020	1532	1686	1587				2279
Safety Car Seat Checks:	6	16	10	8	12	11	5	13	53				15
Inspections:	31	57	53	56	113	120	99	113	70				79
<u>2016</u>	<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:	192	218	216	230	243	229	238	242	247	317	231	219	235
Structure Fires:	5	5	3	8	9	6	3	5	3	2	4	6	5
EMS Calls:	74	68	94	90	81	88	87	80	71	92	87	73	82
Vehicle Accidents:	24	55	45	41	39	36	39	35	51	46	42	44	41
Fire Alarms:	37	30	33	46	60	37	49	52	57	72	35	36	45
Other:	52	60	41	45	54	62	60	70	65	105	61	60	61
Training Hours:	2148	2077	2210	2081	1688	1798	1535	1498	1829	971.5	1426	941.5	1683
Safety Car Seat Checks:	4	1	5	8	3	11	2	16	28	0	11	3	8
Inspections:	45	90	89	87	100	106	96	84	82	37	59	37	76

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 -September 2017

Report Prepared by: Michael D. West MDW/KB

Total UCR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft and arson for September 2017 were 221 compared to 244 for August 2017.

Property with an estimated value of \$93,343 was reported stolen while property with an estimated value of \$7,984 was recovered.

Officers arrested 213 people and 151 citations were issued during the month. There were 69 drug -related charges.

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

Revenue collected for September 2017 included:

Police Reports	\$162.00
Fingerprints	\$80.00

UCR COMPARISON & TREND															
	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				5	0.6
Rape(&attempts)		0	0	0	0	0	1	0	0	0				1	0.1
Robbery		8	6	9	2	3	10	5	10	2				55	6.1
Aggravated Assault		17	23	25	12	18	13	9	20	21				158	17.6
Simple Assault		24	29	35	38	31	29	48	46	42				322	35.8
Breaking & Entering		24	25	29	45	35	23	34	18	34				267	29.7
Larceny		145	104	126	105	135	122	140	142	122				1141	126.8
Motor Vehicle Theft		7	1	9	3	4	9	7	8	0				48	5.3
Arson		0	0	0	0	0	0	0	0	0				0	0.0
TOTALS		226	188	233	205	230	207	243	244	221				1997	221.9
	2016	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE															
Homicide		1	1	0	0	1	1	4	0	0	1	2	0	11	0.9
Rape(&attempts)		0	0	1	1	0	0	1	0	0	0	0	0	3	0.3
Robbery		11	5	4	8	7	9	4	8	5	7	5	11	84	7.0
Aggravated Assault		19	20	33	22	16	40	15	22	15	54	17	34	307	25.6
Simple Assault		48	32	32	41	25	40	43	21	38	36	28	27	411	34.3
Breaking & Entering		63	38	56	36	41	29	36	29	24	47	47	37	483	40.3
Larceny		132	111	89	127	126	111	143	124	80	141	132	117	1433	119.4
Motor Vehicle Theft		8	8	7	3	11	11	10	11	6	10	6	12	103	8.6
Arson		0	0	1	1	0	1	0	1	0	0	0	1	5	0.4
TOTALS		282	215	223	239	227	242	256	216	168	296	237	239	2840	236.7

Prepared by: *W. Scott Barnard* SB/FLB/PM

September kicked off with our 4th annual Beak Week. The week was filled with a Beer Run, a poultry themed Trivia game, Foul Play Softball game and a Food Cluck Rodeo. This year's festival was by far the most successful one yet. As Beak Week continues to grow, the community involvement does as well. We are looking forward to an even bigger and better festival next year.

[illegible][illegible]

Public Utilities Department Monthly Report- September 2017

Report prepared by: Michael Wagner

Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for September were 8.41 MGD. All of the city's 26 pump stations are operating well with ongoing repairs due to Hurricane Matthew.

Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly.

Compost Facility

Five hundred and thirty-eight cubic yards of compost/mulch was sold in September 2017. The Compost Facility is running smoothly.

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

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				5.113
Sewer**	10.44	8.47	8.21	10.25	12.35	9.06	6.97	6.85	8.41				9.00
CY Compost	54	546	845	1484	923	836	496	394	538				679.5

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

2016 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	4.491	4.592	4.682	4.712	4.933	5.174	5.067	5.155	5.135	5.104	4.845	5.188	4.923
Sewer**	12.99	16.24	10.37	8.01	9.07	6.98	7.32	6.62	8.34	14.81	8.80	8.34	9.82
CY Compost	482	88	610	496	1,234	510	626	572	404	134	308	154	468.2

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

Travel & Tourism Department
Monthly Report – September 2017
Prepared by: Ashlin Glatthar

- 46 inquiries were fulfilled for the month of September by the TTO.
- Total hotel revenue generated in August was \$1,800,085. July earnings report not released at this time.
- On Sept. 1, Ashlin travelled with City Manager and Mayor to Kinston to meet with Stephen Hill, the owner of Mother Earth Brewery, O'Neil Luxury Hotel and the Mother Earth Motor Lodge. The purpose of this meeting was to learn from Stephen's experience in opening two boutique hotels in a similar sized market and the impact it has had on Kinston's economy
- The first full week of September was all about Beak Week preparation, marketing, and the weeknight festivities leading up to the main street festival. Estimated crowd size for Saturday, 9/9, was speculated to be around 12,000.
- On Sept. 13, a Beak Week wrap up meeting was held at City Hall with the committee members, Mayor, and City Manager's office. Name change (NC Poultry Festival), need to keep KCBS Competition, more food, and better quality vendors were ideas mentioned to enhance the festival moving forward.
- On Sept. 7, City Manager, Octavius Murphy, and Ashlin met with Jay Patel, who is the owner of the Country Inn and Quality Inn in Goldsboro. Jay also owns hotels in Wilmington and Virginia. He was interested to hear about the hotel site next to Maxwell Center and if the city is offering anything currently to help offset the construction costs to build a hotel. He will be taking our hotel solicitation info to his partners and follow up soon.
- Ashlin followed up with all meeting planners from the corporate track at Connect Conference. She submitted a bid in response to the RFP from NASAGA (North American Simulation and Gaming Association). They are looking for venues for their annual conference in 2018-19.
- Ashlin attending the YMCA community marketing committee meeting on 9/12 in an effort to hear what other organizations are doing to offer programming and events to citizens.
- SJAFB held their 75th Anniversary Celebration on Sept. 15th-17th. Ashlin worked with base officials in the 334th Squadron, 4th Commanders Office, and Public Affairs to help bring in the static displays of heritage aircrafts, welcome bags for veterans and retirees, Battle of Britain entertainment, transportation needs for the attendees arriving at RDU, and local transportation of tours in and around base.
- Ashlin is part of the committee for strategic planning for the City and attended the bimonthly planning meetings and will continue to serve on this committee to develop the plan and timeline for roll out internally.
- Amber represented TTO and promoted events and updates with an interview with Wayne Alley on Sept 21.
- Due to a state fire code that recently surfaced, Lantern Fest is on hold. The uncertainty poses a threat to loss of taxpayers money, as reimbursements and advertising dollars may not be recouped if event is forced to cancel.
- Ashlin met with Igoe's Creative team in Greenville on 9/25 to brainstorm Goldsboro logo and identity, video campaign series focus, brochure redesign, and advertising options for Maxwell Center.
- The Mountains to Sea Trail held a regional meeting in Kinston on 9/26. Ashlin attended with Rick Sumner, Scott Barnard, and Jennifer Collins from the City to get updates on the trail development in our local regions, branding, and marketing.

Occupancy Tax Collections YTD

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2017-18	\$81,794	\$70,849	\$71,323										\$152,643	\$74,655
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
2015-16	\$61,028	\$63,983	\$60,865	\$59,833	\$38,804	\$76,708	\$51,604	\$40,667	\$53,901	74,014	64,909	66,722	\$712,498	\$59,375

RESOLUTION NO. 2017-75**RESOLUTION EXPRESSING APPRECIATION
FOR SERVICES RENDERED BY BRANDON DAVIS
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 9 YEARS**

WHEREAS, Brandon Davis retires on November 1, 2017 as a Fire Captain with the Goldsboro Fire Department of the City of Goldsboro with more than 9 years of service; and

WHEREAS, Brandon began his career on October 8, 2008 as a Firefighter with the Goldsboro Fire Department in the City of Goldsboro; and

WHEREAS, on February 20, 2013, Brandon was promoted to Fire Engineer with the Goldsboro Fire Department; and

WHEREAS, on January 1, 2017, Brandon was promoted to Fire Captain with the Goldsboro Fire Department where he has served until his retirement; and

WHEREAS, Brandon 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 Brandon Davis 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 Brandon's tenure with the City of Goldsboro.
2. We offer Brandon 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 16th day of October, 2017.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2017-75

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY BRANDON DAVIS AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 9 YEARS

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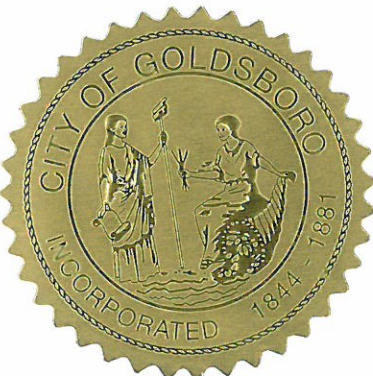
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NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina that:

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2. We offer Brandon 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 16th day of October, 2017.




Chuck Allen, Mayor



City of Goldsboro

H.O. Drawer A
North Carolina
27533-9701

Office of the Mayor

PROCLAMATION SAFETY FIRST ON HALLOWEEN

WHEREAS, it is the desire and responsibility of the City Council to promote the safety and welfare of the citizens of the City of Goldsboro; and

WHEREAS, the City Council is concerned that our young citizens participate in the traditional Halloween Trick or Treat activities in a safe and orderly manner; and

WHEREAS, the City Council feels that the best method for promoting a safe and orderly Halloween is through a Proclamation from the Mayor setting forth guidelines for these activities.

NOW, THEREFORE, I, Chuck Allen, Mayor of the City of Goldsboro, North Carolina, do hereby proclaim:

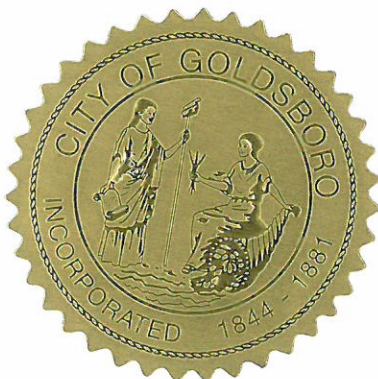
SAFETY FIRST ON HALLOWEEN


and encourage all citizens of Goldsboro promote and observe the following safety guidelines:

- ◆ Parents are asked to supervise the Halloween Trick or Treat activities of their children and to insure that Trick or Treat activities are limited to children under the age of 16 years.
- ◆ Trick or Treat hours will be observed from 6:00 p.m. until 8:00 p.m. on Tuesday, October 31, 2017.
- ◆ Trick or Treat activities should be confined to the youngster's own neighborhood.
- ◆ Residents who wish to participate in Trick or Treat are asked to leave a porch light, or other outdoor light, on during these hours.
- ◆ Parents are asked to explain to children that homes with no outdoor light are not participating in Trick or Treat and that these homes should be passed up during these activities.

These guidelines are set forth in the hope that all citizens of Goldsboro will enjoy a happy, safe, and orderly Halloween.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 16th day of October, 2017.





Chuck Allen
Mayor