

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, OCTOBER 19, 2020**

(Please turn off, or silence, all cellphones upon entering the Large Conference Room)

NC Gov. Cooper's Executive Order 163 restricts mass gatherings due to COVID-19; therefore, public attendance of the Work Session and Council Meeting is restricted to those who are on the agenda or who would like to speak during the Public Hearing. If you are speaking at the meeting, please enter the City Hall Annex front entrance and maintain social distance while waiting to enter the Large Conference Room one at a time. The meeting will be streamed live on the City's Facebook and YouTube pages at <https://www.goldsboronc.gov/mayor-of-goldsboro/city-council-minutes/> and broadcast on the Downtown Center Street speakers.

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

ADOPTION OF THE AGENDA

OLD BUSINESS

NEW BUSINESS

- a. Christmas Parade Discussion (City Manager)

II. CALL TO ORDER – 7:00 P.M. – CITY HALL ADDITION, 200 N. CENTER ST., ROOM 206

Invocation (Pastor DJ Coles, SJAFB Chapel)

Pledge of Allegiance

III. ROLL CALL

IV. APPROVAL OF MINUTES (*Motion/Second)

- A. Minutes of the Work Session and Regular Meeting of October 5, 2020

V. PRESENTATIONS

- B. Ms. Beverly Weeks and Mr. Jonathan Chavous, Cry Freedom Missions

- C. Proclamation Honoring the Accomplishments of Pastor Steve Holder

VI. PUBLIC HEARINGS (*Motion/Second)

*****When a public body conducts a public hearing at a remote meeting that falls under G.S. 166A-19.24, it is required that they allow for written comments on the subject of the public hearing to be submitted up to 24 hours after the public hearing before taking action thereon.***

- D. Z-6-20 – Capps Enterprises of Greenville-East Ash Street between N. Durant Street and Ridgewood Drive (Planning)

- E. Z-7-20 – Wayne Oil Company, Inc. Northwest corner of Wayne Memorial Drive and Fourth Street (Neighborhood Business/General Business Conditional District to General Business) (Planning)

- F. Z-8-20 – Jones Sawmill-Northwest corner of Belfast Road & I-795 (Planning)

- G. CU-6-20 Jones Sawmill – Northwest corner of Belfast Road & I-795 (Planning)

PLANNING COMMISSION EXCUSED

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

- H. US Dept. of Justice: Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program: Local Solicitation (Police)

- I. Amending Special Revenue Fund Ordinance – Edward Byrne Memorial Justice Assistance Grant (JAG) (P3102) (Finance)

- J. Amend Contract for Audit Services for Fiscal Year Ending June 30, 2019 (Finance)
- K. Declaration of Intent to Reimburse Expenditures for FY20-21 Capital Outlay (Finance)
- L. Establishing a Grant Project Fund Ordinance – Coronavirus Aid, Relief and Economic Security (CARES) Act Miscellaneous Grants Special Revenue Fund (R1106) (Finance)
- M. Departmental Monthly Reports

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

- N. Downtown Lights Up! - Temporary Street Closing Request (Downtown)

IX. CITY MANAGER’S REPORT

X. MAYOR AND COUNCILMEMBERS’ REPORTS AND RECOMMENDATIONS

- O. Resolution Expressing Appreciation for Services Rendered by Tony Garner as an Employee of the City of Goldsboro For More Than 20 Years

XI. CLOSED SESSION

XII. ADJOURN

MINUTES OF THE MEETING OF THE CITY COUNCIL HELD
OCTOBER 5, 2020

WORK SESSION

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on October 5, 2020 with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Bill Broadway
Councilmember Antonio Williams
Councilmember Taj Polack
Councilmember Brandi Matthews
Councilmember David Ham
Councilmember Gene Aycock
Ron Lawrence, City Attorney
Tim Salmon, City Manager
Melissa Capps, City Clerk

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

Adoption of the Agenda. Mayor Pro Tem Broadway made a motion to approve the agenda. Mr. Tim Salmon stated he would like to add Safety First on Halloween Proclamation and a Resolution to Accept the North Carolina Tourism Promotion Recovery Grant. The motion was seconded by Councilmember Polack. The motion passed unanimously.

CARES Act/Coronavirus Relief Fund Non-Profit Discussion. Mr. Salmon presented the following information:

CRF Plan Expenditure Categories

- #1 – Medical expenses
- #2 – Personal Protective Equipment
- #3 – Payroll Expenses
- #4 – Public Health Measures
- #5 – Public Economic Support
- #6 – Impact on Residential REFUSE & Recycle Collections
- #7 – Grants to Nonprofits

Public Economic Support (PES)

- Expenses associated with the provision of economic support in connection with COVID 19 public health emergency:
- \$100,000.00
 - Small Business Grant
 - Fund Details:
 - Approximately 30 grantees based on a randomized lottery system
 - \$2,500 to employers with 2-8 employees
 - \$5,000 to employers with 9-15 employees
 - Grant funds can be used for rent, payroll and/or COVID-19 related material expenses
 - Up to \$1,500 in business support services available through the SBC

Grants to Nonprofits

- Expenses provide food, rent, utilities, supplies, case management & facility accommodations to adjust for virtual learning and social distancing.
- \$200,000.00
 - WAGES: \$40,000
 - Salvation Army: \$40,000
 - Wayne County YMCA: \$25,000
 - Boys and Girls Club of Wayne County: \$15,000
 - Three is One Family Center: \$15,000

- A lot of Direction Love & Affection (ADLA): \$15,000
- Rebuilding Broken Places: \$12,500
- 4 Day Movement: \$12,500
- Wayne Uplift Resource Center: \$12,500
- Society of St. Vincent de Paul St. Mary Conference: \$12,500

City Expenditures

- #1 – Medical expenses: \$0
- #2 – Personal Protective Equipment: \$36,363
- #3 – Payroll Expenses: \$196,692
- #4 – Public Health Measures: \$387,737
- #5 – Public Economic Support: \$100,000
- #6 – Impact on Residential REFUSE & Recycle Collections: \$45,897
- #7 – Grants to Nonprofits: \$200,000

Total: \$966,688

Councilmember Ham asked what we were requiring non-profits to provide regarding how they will spend the money. Mr. Octavius Murphy joined in by Webex and shared information regarding what they would be looking for from non-profits. Mr. Murphy stated monies will be distributed on a reimbursement basis.

Upon motion of Councilmember Williams, seconded by Councilmember Polack and unanimously carried, Council directed staff to amend the application submitted to the NCPRO Office for non-profit distribution.

Race Relations Commission Discussion. Mr. Salmon asked how they would like to proceed, the Community Relations and Development Commission is certainly in this sphere of influence, you could ask them to look at it, develop a subcommittee or you could develop an additional committee. I would recommend at least on the Community Relations and Development Commission you add a councilmember or two.

Council discussed the options. Council also discussed possibly selecting 2 to 3 people from each district to serve and the purpose of the commission. Councilmember Matthews stated personally I do not think it should be a city ran board, it needs to be city supported. Mayor Allen asked who should run it. Councilmember Matthews stated it should be a community driven initiative. Councilmember Matthews asked if we reached out to the person who brought it to Council. Mr. Salmon stated staff has not. Discussion continued. Councilmember Williams suggested using a lottery system to select members for the commission.

Discussion continued. Council agreed to come back at a later time to discuss further.

Council also discussed diversity training and customer service.

Halloween Discussion. Mr. Salmon stated staff put together a proclamation and encourages people to follow the NC Department of Health and Human Services “Interim Guidance for Halloween” dated September 25, 2020.

Upon motion of Councilmember Aycock, seconded by Councilmember Polack and unanimously carried, Council accepted the Safety First on Halloween Proclamation.

Resolution by Governing Body of Applicant to Accept the North Carolina Tourism Promotion Recovery Grant (Agreement #0-00-40). Resolution Adopted. The City Council of the City of Goldsboro’s Travel & Tourism Division has heretofore found it in the public interest to apply for federal grant funding made available through the House Bill 1023 (Coronavirus Relief Fund/Additions & Revisions) promotion to help the visitor economy of Goldsboro-Wayne County recover from the impacts of Covid-19. the NC General Assembly created a \$1.5 million appropriation to help eligible Destination Marketing Offices (DMOs) experiencing reduced ability to market their destinations due to revenue loss. These NC Tourism Promotion Grants are designed to provide relief to areas of the state most dependent on travel and tourism to assist with tourism. On September 24, 2020 the City submitted an application for

the North Carolina Tourism Promotion Recovery Grant to fund a digital marketing campaign targeting audiences most interested in traveling to safe destinations like Goldsboro-Wayne County. Based on the specifications of the marketing campaign details, a grant in the amount of \$15,000 was awarded on October 2, 2020, and the terms of the grant award require that the applicant officially accept the award and use the grant funds between October 20 and December 30, 2020. The City intends to use the grant in accordance with the grant guidelines and proposed plan.

Upon motion of Mayor Pro Tem Broadaway, seconded by the Councilmember Aycock and unanimously carried, the Goldsboro City Council adopted the following entitled Resolution approving and accepting the North Carolina Tourism Promotion Recover Grant (AGREEMENT #60-00-40) and authorizing City officials and staff to execute the necessary documents on behalf of the City of Goldsboro in order to effectuate this transaction.

RESOLUTION NO. 2020-66 “RESOLUTION BY GOVERNING BODY OF APPLICANT TO ACCEPT THE NORTH CAROLINA TOURISM PROMOTION RECOVERY GRANT (AGREEMENT #60-00-40)”

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

Councilmember Williams stated I was driving Hooks River Road and Carolina Street, there is some site work being done, can you refresh my memory. Ms. Collins stated there is a subdivision going in there, you are probably seeing some utility work. Ms. Collins stated I will email you the site plan.

Closed Session Held. Upon motion of Councilmember Aycock, seconded by Councilmember Williams and unanimously carried, Council convened into Closed Session to discuss a personnel and litigation matter.

Council came out of closed session.

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

CITY COUNCIL MEETING

The City Council of the City of Goldsboro, North Carolina, met in regular session in the Large Conference Room, City Hall Annex, 200 North Center Street, at 7:00 p.m. on October 5, 2020 with attendance as follows:

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

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

Pastor Dan Baer with St. Luke United Methodist Church provided the invocation. The Pledge of Allegiance followed.

Approval of Minutes. Upon motion of Councilmember Ham, seconded by Councilmember Aycock and unanimously carried Council approved the Minutes of the Work Session and Regular Meeting of September 8, 2020 and the Minutes of the Work Session and Regular Meeting of September 21, 2020 as submitted.

Coronavirus Update. Ms. Chanda Newsome, RN, BSN, CIC Director and Mr. Jeff Brogneaux, Emergency Manager – Wayne UNC Health Care provided an update on the coronavirus which included information regarding the number of cases, preparedness of the hospital, testing, and prevention measures.

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

1. Washandra Fryer-Oliver shared concerns regarding a request she made to the Planning Committee to obtain a permit to operate a salon out of her home.

Councilmember Matthews stated I watched that meeting and watched how you were talked to and treated at that meeting, and I apologize for that. I don't know if we need to look at policy but I wish there was something we could do to reverse that decision. I encourage all of my colleagues to go back and look at how she was treated.

Councilmember Williams stated I apologize too. I saw the meeting to and there was a lack of empathy. You were emotional because you said you had to choose between your mortgage or a place to rent. I drove by the neighborhood, I saw the conditional use sign, there is Walgreens, a daycare, a girl scouts, a pizza hut, all of these businesses are there. You stated you would only have one or two people there at a time.

Discussion continued. Attorney Lawrence shared information regarding the Unified Development Ordinance. Council asked Attorney Lawrence to look at the issue to get some clarity on the procedure.

2. Sharon Matthews shared concerns regarding elected councilmen having trouble with being respectful to one another. She addressed Mayor Allen and Councilmember Ham.
3. Nadine McEachern shared she was there in support of Mayor Allen. She shared information regarding an event that occurred while she was working at the election polls in 2019 and events that followed between herself, Sharon Matthews and Brandi Matthews.
4. Maurice Mitchell shared reflective remarks on Councilmember Polack. He shared they attended Goldsboro High School together. He stated Councilmember Polack would like to bring awareness and unity amongst his peers. Mr. Mitchell stated Councilmember Polack has done a very fine job so far.
5. Kaylon Williams shared concerns regarding community relations and the community relations director. He also shared concerns regarding disrespect between councilmembers.

No one else spoke and the public comment period closed.

Consent Agenda - Approved as Recommended. City Manager, Timothy Salmon, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Councilmember Aycock moved the items on the Consent Agenda, Items C, D, E, F, G and H be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Ham and a roll call vote resulted in all members voting in favor of the motion. The items on the Consent Agenda were as follows:

Authorization of Sale of Jointly Owned Property for 1704C S. Slocumb Street (Derrick Jones). Resolution Adopted. Wayne County has requested concurrence by the City Council for jointly owned city/county-owned property at 1704C S. Slocumb Street was obtained through tax foreclosure. The County conducted the sale under the upset bid process (NCGS §160A-269), and approved at the July 8, 2020 meeting.

1704C S. Slocumb Street

Offeror: Derrick Jones

Offer: \$800.00

Bid Deposit: \$40.00

Tax Value: \$3,570.00

It is recommended Council adopt the following entitled resolution declaring the property surplus and authorizing City officials to execute instruments necessary to transfer ownership to Derrick Jones. Consent Agenda Approval. Aycock/Ham (7 Ayes)

RESOLUTION NO. 2020-67 “RESOLUTION AUTHORIZING SALE OF SURPLUS
REAL PROPERTY UNDER NCGS § 160A-269”

Z-4-20 – Durban Development, LLC. Southwest corner of N. Berkeley Boulevard and Langston Drive (Office and Institutional-1CD to General Business). Ordinance Adopted. The applicant requests to rezone subject property from Office and Institutional Conditional District (O&I-1CD) to General Business (GB) zoning district in order to operate an automobile service center.

On April 4th, 2005, Goldsboro City Council approved the current Unified Development Code and Official Zoning Maps and its one-mile extraterritorial jurisdiction.

The subject property existed prior to the adoption of the Unified Development Code and operated as a professional office. The use of the property has not changed since that time.

Frontage: 100 ft. (N. Berkeley Blvd.)
185 ft. (Langston Dr.)

Area: 18,500 sq. ft., or 0.42 acres

Surrounding Zoning:

North: Shopping Center (SC);

South: Residential (R-16);

East: General Business Conditional District (GBCD); and

West: General Business Conditional District (GBCD)

The subject property is currently occupied by a single-story, brick-veneer commercial building of approximately 1,335 sq. ft. and formerly operated as an insurance office.

The applicant proposes to rezone subject property from Office and Institutional Conditional District (O&I-1CD) to General Business and if approved, demolish the existing building and develop the property for an automobile service center specializing in drive-thru oil changes. Separate site plan approval will be required in accordance with the City's Unified Development Ordinance.

The City's updated Comprehensive Land Use Plan designates the property for commercial use.

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

At the public hearing held on September 21, 2020, the applicant's representative came forward to speak in favor of the request and no one appeared to speak against the request.

The Planning Commission, at their meeting held on September 28, 2020, did not agree with the applicant's request to rezone the subject property to conventional General Business. The Commission recommended a more restrictive zoning for the change of zone request from Office and Institutional Conditional District (O&I-1 CD) to General Business Conditional District (GB CD) district in order to operate an automobile service center, which is consistent with previous rezoning request along the Berkeley Boulevard corridor.

The applicant has petitioned in writing to the City of Goldsboro his intent for the rezoning of the property to General Business Conditional District as recommended by the Planning Commission at their meeting held September 28, 2020.

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

1. Find the request consistent with the City's adopted Comprehensive Land Use Plan and;
2. Adopt the following entitled Ordinance changing the zoning for the property from Office and Institutional Conditional District (O&I-1 CD) to General Business Conditional District (GB CD) in order to operate an automobile service center.
Consent Agenda Approval. Aycock/Ham (7 Ayes)

ORDINANCE NO. 2020-23 "AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES"

SITE-18-20 Site and Landscape Plans - Durban Development, LLC. (Take 5 Auto). Approved. Subject property is located on the southwest corner of N. Berkeley Boulevard and Langston Drive. The site and landscape plans are associated with rezoning request Z-4-20 as previously presented.

Frontage: 100 ft. (N. Berkeley Blvd.)
185 ft. (Langston Dr.)

Area: 18,500 sq. ft., or 0.42 acres

The property is currently occupied by a single-story, brick-veneer commercial building of approximately 1,335 sq. ft. and formerly operated as an insurance office. The owner intends to demolish the existing building for new commercial development subject to rezoning and site plan approval.

The submitted site plan indicates a new single-story building of approximately 1,400 sq. ft. Applicant proposes to use the facility as an automobile service center specializing in drive-thru oil changes.

A floor plan has been provided which consists of an office, restrooms for customers and employees, storage areas and three (3) automobile service bays.

Hours of Operation: Monday-Saturday: 9:00am-6:00pm
Sunday: 9:00am-5:00pm

No. of Employees: 3

Since the site is located on a corner lot, the required front yard setback for the principal structure is 20 ft. along N. Berkeley Boulevard and Langston Drive. Due to the narrowness of the existing lot, the applicant states that the proposed facility requires an adequate building area of no less than 1,400 sq. ft. As such, the applicant is requesting a modification of the front yard setback requirement along Langston Drive from 20 ft. to 18 ft.

One 24 ft. wide driveway cut is proposed off of Langston Dr. which will provide access to employee and customer parking spaces, as well as, three (3) automobile service bays. Customers will exit the site through the use of a 12 ft. wide paved access drive originating at the front of the facility and terminating at the rear of the property adjacent to the entrance. Langston Drive is not a NCDOT maintained roadway. NCDOT has been advised of the proposed commercial development and have no additional requirements for the site.

Parking for automobile inspection, repair and service facilities requires one (1) space per working bay, plus one (1) per employee. A total of six (6) paved parking spaces have been shown with stacking to accommodate nine (9) automobiles for drive-thru service.

Exterior sidewalks are required for new development and are indicated along N. Berkeley Boulevard and Langston Drive. Interior sidewalks are shown leading to building entrances through sloped walkways and handicap ramps.

Chinese Elms will serve as required street trees along Berkeley Boulevard and Langston Drive. A required Type A, 10 ft. landscape buffer is shown along the western property line adjacent to commercial property and a required Type C, 20 ft. wide buffer is shown along the southern property line adjacent to residential property. Plantings will consist of Elms, Crepe Myrtles, Foster Hollies, Dwarf Yaupon Hollies, Loropetalums and False Cypress.

Exterior building materials will consist of EIFS (Exterior Insulation Finish Systems) or stucco, standing seam metal roofs, metal doors, copings and trim.

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

The City's updated Land Use Plan designates the property for commercial use.

The property is not located in a Special Flood Hazard Area. City water and sewer are available to serve the property. Grading and drainage plans have not been submitted. The applicant will be required to submit plans in accordance with City Engineering standards before construction permits are released.

A concrete pad is shown at the end of the access drive for the location of a commercial dumpster. The dumpster enclosure will be screened in accordance with City standards.

As previously stated, the applicant is asking for a modification of the front yard setback along Langston Drive from 20 ft. to 18 ft.

The Planning Commission, at their meeting held on September 28, 2020, recommended approval of the Site and Landscape Plan with the requested modification.

It was recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plan with the following modification:

- (1) Modification of the front yard setback along Langston Drive from 20 ft. to 18 ft. Consent Agenda Approval. Aycock/Ham (7 Ayes)

Z-5-20 – Wooten Development Company - Southeast corner of N. Berkeley Boulevard and Maplewood Drive (Office and Institutional-1 to Neighborhood Business). Ordinance Adopted. The applicant requests to rezone a portion of subject property from Office and Institutional (O&I-1) to Neighborhood Business (NB) zoning district.

The requested zoning will be associated with the recombination of two individual lots described as follows:

Lot #1: 1804-1812 N. Berkeley Boulevard (Existing Shopping Ctr.)
Frontage: 200 ft. (N. Berkeley Boulevard)
Area: 42,333 sq. ft., or 0.972 acres
Zone: Neighborhood Business (NB)

Lot #2: N. Berkeley Boulevard (Vacant)
Frontage: 100 ft. (N. Berkeley Boulevard)
Area: 56,542 sq. ft., or 1.298 acres
Zone: Office and Institutional (O&I-1)

Area of Lot #2 proposed to be rezoned: 4,389 sq. ft. or 0.101 acres

Surrounding Zoning:

North: General Business (GB), Office & Institutional (O&I-1);
South: Residential (R-9);
East: Residential (R-9); and
West: Office and Institutional (O&I-1)

The subject property is currently clear and vacant.

The applicant proposes to rezone subject property from Office and Institutional (O&I-1) to Neighborhood Business (NB) and if approved, intends to recombine Lots #1 and #2 so that a portion of Lot #2 can be used for the operation of an above-ground LP tank filling station as permitted in the Neighborhood Business zoning district. Separate site plan approval will be required in accordance with the City's Unified Development Ordinance.

The City's updated Land Use Plan designates the property as Mixed-Use 1 that would allow a mixture of the following zoning districts: Office and Residential (O&R), Office and Institutional (O&I-1) and Neighborhood Business (NB).

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

At the public hearing held on September 21, 2020, the applicant came forward to speak in favor of the request and no one appeared to speak against the request.

The Planning Commission, at their meeting held on September 28, 2020, recommended approval for the change of zone request from Office and Institutional (O&I-1) to Neighborhood Business (NB) zoning district.

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

1. Find the request consistent with the City's adopted Comprehensive Land Use Plan and;
2. Adopt the following entitled Ordinance changing the zoning for the property from Office and Institutional (O&I-1) to Neighborhood Business (NB) zoning district.
Consent Agenda Approval. Aycock/Ham (7 Ayes)

ORDINANCE NO. 2020-24 "AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES"

SITE-19-20 – Site and Landscape Plans – Wooten Development Company (Above-ground LP tank filling station). Approved. Subject property is located on the southeast corner of N. Berkeley Boulevard and Maplewood Drive. The site and landscape plans are associated with rezoning request Z-5-20 as previously presented.

The requested rezoning and site plans will be associated with the recombination of two individual lots described as follows:

Lot #1: 1804-1812 N. Berkeley Boulevard (Existing Shopping Ctr.)
Frontage: 200 ft. (N. Berkeley Boulevard)
Area: 42,333 sq. ft., or 0.972 acres
Zone: Neighborhood Business (NB)

Lot #2: N. Berkeley Boulevard (Vacant)
Frontage: 100 ft. (N. Berkeley Boulevard)
Area: 56,542 sq. ft., or 1.298 acres
Zone: Office and Institutional (O&I-1)

Area of Lot #2 proposed to be rezoned: 4,389 sq. ft. or 0.101 acres

The subject property is currently clear and vacant.

The submitted site and landscape plans indicate the proposed above-ground LP tank and refill panel to be located along the new western property line meeting the required 15 ft. side yard setback.

The proposed LP tank fill station is for customers of an existing propane business located within an adjacent commercial shopping center and addressed as 1804 N. Berkeley Boulevard.

The equipment will be surrounded by a six feet in height chain-link fence and landscaped with Hollies to serve as a screening buffer. Staff is working with the applicant to ensure that a new Type A, 5 ft. wide landscape buffer be provided along the new northern, western and southern property lines in accordance with the City's Landscaping ordinance.

The property is not located in a Special Flood Hazard Area. Due to the nature and scope of the project, the applicant's proposal is exempt from City storm water and drainage requirements.

The Planning Commission, at their meeting held on September 28, 2020, recommended approval of the Site and Landscape Plan.

It was recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plan. Consent Agenda Approval. Aycock/Ham (7 Ayes)

Revised Advisory Boards and Commissions Meeting Schedule. Approved. Advisory Boards and Commissions meet on a regularly scheduled basis. At the meeting on September 21, 2020, council approved changes to the Recreation Advisory Commission meeting.

The Recreation Advisory Commission Chair has requested to revise their meeting time from the second Tuesday of each month at noon to the third Tuesday of each month at 6:00 p.m. due to a lack of a quorum. The agenda item from the September 21, 2020 incorrectly listed the meeting change as the second Tuesday instead of the third Tuesday.

It was recommended Council adopt the revised meeting schedule for the City of Goldsboro's Boards and Commissions. Consent Agenda Approval. Aycock/Ham (7 Ayes)

End of Consent Agenda.

City Manager's Report. Mr. Timothy Salmon stated I would like to remind everyone the Governor's Executive Order 169 is out. Phase 3 went into effect at 5 pm on October 2nd. For the city, the biggest impact is probably our GEC can now hold up to 100 people. The HV Brown restroom is now open, the greenway pedestrian bridge is open to the public and we have two meetings this week, the Historic District Commission and the Mayor's Youth Committee.

Mayor and Councilmembers' Reports and Recommendations. Councilmember Williams read the following Proclamation:

Safety First on Halloween – Proclamation. Mayor Allen proclaimed SAFETY FIRST ON HALLOWEEN and encouraged 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 Saturday, October 31, 2020.
- 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.
- It is also recommended for the safety of our children that parental supervision be extended to include insistence that children do not consume any "treats" until closely examined by their parents. Parents should follow the rule "if in doubt - throw it out" where evidence of tampering with packaging or surfaces of consumable product exists.
- Citizens are encouraged to follow the NC Department of Health and Human Services "Interim Guidance For Halloween" dated September 25, 2020.

Councilmember Williams stated no comment.

Mayor Pro Tem Broadaway encouraged everyone to vote and to register for the census. Mayor Pro Tem Broadaway stated the County loss a real leader, Chairman Ray Mayo, we are going to miss him very much.

Councilmember Polack stated you never know when someone is paying attention. We went to school together and it was unexpected to hear some of the comments he stated tonight. It means a lot to get encouraging words instead of detrimental words. Between the two weeks of the meetings, sometimes I dread coming because of so much negativity. It is with all of us. It bothers me so much in my community. People will ask when are you going to do this. I just want harmony and the only way we are going to make things happen, is if we work together. School system, things are changing every day. A lot of people are scared for their health and safety. I just solicit prayers for all the councilmembers and the city manager. The only way we can progress moving forward is to work harmoniously. That is one thing I pray for.

Councilmember Matthews stated thank you everyone who came and spoke tonight with public comments. I just have a few things. I want to speak to my district directly, District 4. I hope that you are doing very well. I have truly enjoyed my time talking to some of you. It is my hope I can continue my reach as I continue to make my rounds through the district. And please know I am working really, really hard to figure out how we can come together safely as a district. I do want to remind everybody that early voting is to begin soon and I am organizing transportation for District 4 to and from the polls. So I encourage District 4 residents to follow my councilwoman page, it is just not for District 4 residents, at Councilwoman Brandi Matthews because I am going to update that page with my route. Feel free to let me know if you need a ride. I have masks for District 4 that say I am a proud resident of District 4, so for anyone who wants or needs a mask, please reach out to me and let me know. Let's make sure we take care of our elderly population so if you know someone who needs a mask, I would love to get one to them. I do want to thank the Kiwanis Club of Goldsboro and all their partners, they put their name in the hat for \$25,000 for a playground equipment contest for the park in south end. The top 10 applicants moved on to the next round, we were 14 out of 48. Thank you to those who voted. They are still wanting to help build up our park, there will be some fundraising. I am going to forego my comments to address Councilmember Ham and Mayor Allen at this time. The night that I was sworn in, there was something that I said that kind of stuck out in my mind as I prepared for the meeting today. I said I was ready, willing and able to work with each of you and I still am. I really do hope that we can pull this together and do the right thing. I hope that all of Goldsboro has a great night and encourage you all to vote.

Councilmember Ham stated no comment.

Councilmember Aycock expressed his condolences to the Mayo family. Ray was my contact and we spoke often. He will be hard to replace.

Mayor Allen stated Commissioner Mayo and I have been friends for years. He was a straight up, honest guy, he worked hard for the county and really cared about the county. He has a successful business with his son. Our prayers are with his family.

There being no further business, the meeting adjourned at 8:08 p.m.

Chuck Allen
Mayor

Melissa Capps, MMC/NCCMC
City Clerk

PROCLAMATION HONORING THE ACCOMPLISHMENTS OF PASTOR STEVE HOLDER

WHEREAS, Pastor Steve Holder has lived in Goldsboro nearly his entire life; and

WHEREAS, Pastor Steve Holder has been leading Bethel Church since May 10, 1986; and

WHEREAS, Pastor Steve Holder has influenced countless lives of individuals in the City of Goldsboro and all over the world; including an orphanage of more than 50 children in Source Matelas, Haiti, and multiple churches in the Dominican Republic; and

WHEREAS, Pastor Steve Holder represents the City of Goldsboro all over the country and world as president of The Fellowship Network; and

WHEREAS, Pastor Steve Holder has led Bethel Church through major congregational growth; and

WHEREAS, Pastor Steve Holder has invested into countless young leaders and given them opportunities to serve and lead in meaningful roles; and

WHEREAS, Pastor Steve Holder has helped to improve the lives of the citizens of Goldsboro spiritually, physically, mentally, socially, and financially; and

WHEREAS, The congregation of Bethel Church and the citizens of the City of Goldsboro would like to thank Pastor Steve Holder for all of his work and accomplishments.

NOW, THEREFORE, I, Chuck Allen, Mayor of the City of Goldsboro, North Carolina, do hereby recognize and respectfully honor the accomplishments of Pastor Steve Holder as he transitions from Lead Pastor of Bethel Church and appreciates the contributions he has made to the City of Goldsboro and North Carolina.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 19th day of October, 2020.



Chuck Allen
Mayor

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
Z-6-20 – Capps Enterprises of Greenville-East Ash Street between
N. Durant Street and Ridgewood Drive.

BACKGROUND: The applicant requests to rezone two commercially-developed
properties from Neighborhood Business (NB) to General Business
(GB) zoning district.

Lot #1: 2203-2205A E. Ash Street (Existing Shopping Ctr.)

Frontage: 100 ft. (E. Ash St.)
Area: 20,274 sq. ft., or 0.46 acres
Zone: Neighborhood Business (NB)

Lot #2: 2205B-2207C E. Ash St. (Existing Shopping Ctr.)

Frontage: 100 ft. (E. Ash St.)
Area: 20,560 sq. ft., or 0.47 acres
Zone: Neighborhood Business (NB)

Surrounding Zoning:

North: Residential (R-9);
South: Residential (R-16);
East: General Business (GB); and
West: General Business (GB)

Existing Use: The subject properties are currently occupied by a
brick veneer, single-story commercial shopping center of
approximately 16,670 sq. ft.

DISCUSSION: As previously stated, the applicant desires to rezone the subject
properties from Neighborhood Business (NB) to General Business
(GB) zoning district.

Access: Two 25 ft. wide asphalt driveways provide access to the site from E. Ash Street.

Comprehensive Plan Recommendation: The City's Comprehensive Land Use Plan recommends commercial development for the property. The proposed rezoning would be compatible with the Comprehensive Plan.

Engineering Comments: The property is located in a Special Flood Hazard Area known as the 100-year floodplain. City water and sewer are available to serve the property.

In March of 2017, the Planning Commission recommended approval of a change of zone request for the property from Neighborhood Business to General Business Conditional District with waiver of site plan at time of rezoning. However, in April of 2017, City Council denied the change of zone request.

Since then, the property has been sold. The new owner/applicant is seeking the rezoning change to increase the allowable uses for the site, thereby, enhancing the marketability of his property to rent the individual spaces. Currently, a church, clothing store, beauty salon, sandwich shop and a health and nutrition center occupy the commercial strip center.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on November 2, 2020.

Date: 10/12/20



Planning Director

Date: 10/13/20



City Manager

**Z-6-20 CAPPS ENTERPRISES OF GREENVILLE
2203 - 2207 E ASH STREET**

R-16

R-9

GB

R-9

SITE

GB

2111

2201

2203

2205

2205 A

2205 B

NB

2207

2207 B

2207 C

2209

2209 A

2211 A

2211 B

Text

E

ASH

ST

R-16



0 50 100
Feet

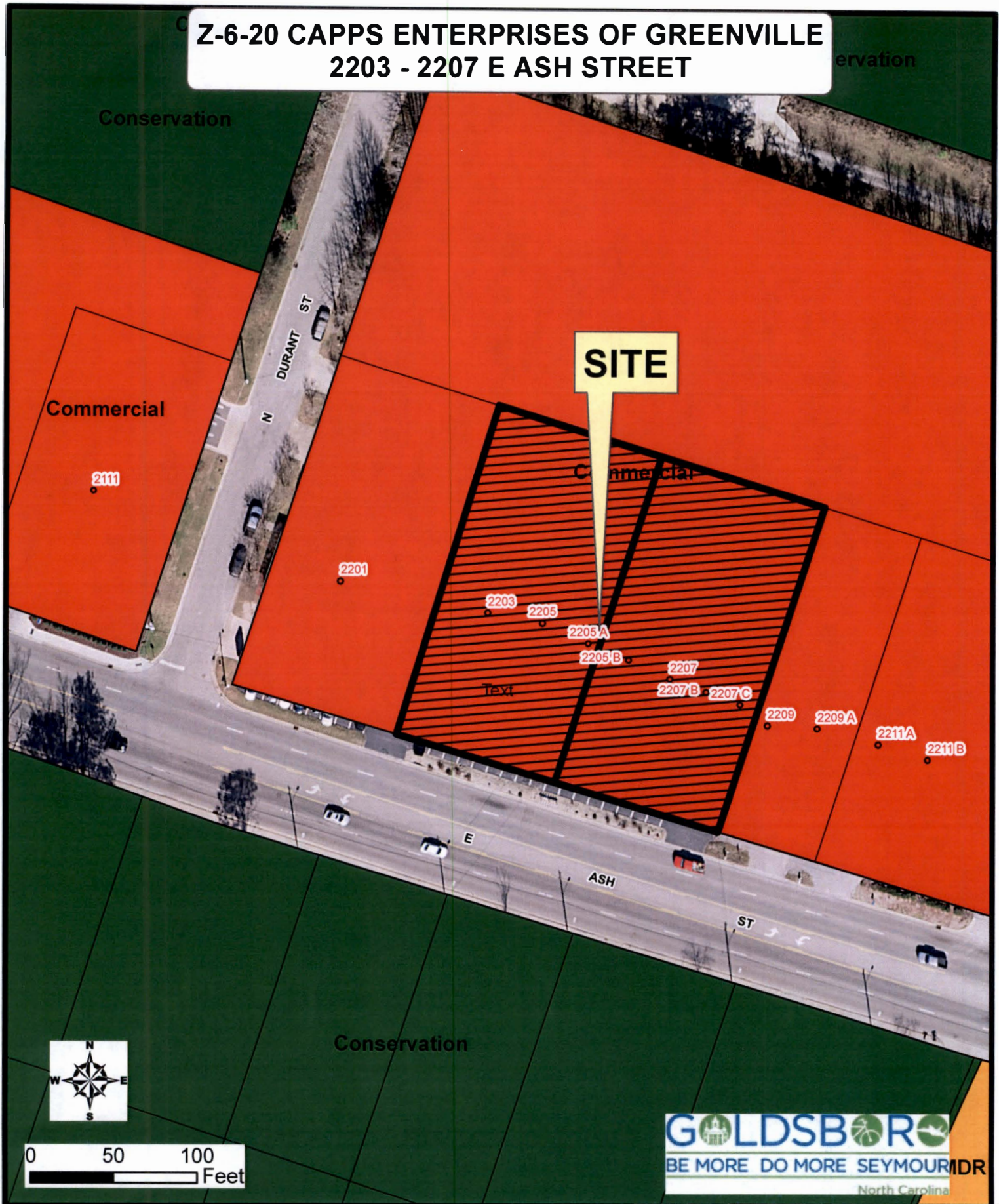
GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

REZONING REQUEST:

OWNER: CAPPS ENTERPRISES OF GREENVILLE
REQUEST: FROM NB TO GB
PIN #: 3509-93-4593 AND 3509-93-5590
LOCATION 2203 - 2207 E ASH STREET

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**Z-6-20 CAPPS ENTERPRISES OF GREENVILLE
2203 - 2207 E ASH STREET**



REZONING REQUEST:

OWNER: CAPPS ENTERPRISES OF GREENVILLE
REQUEST: FROM NB TO GB
PIN #: 3509-93-4593 AND 3509-93-5590
LOCATION 2203 - 2207 E ASH STREET

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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
Z-7-20 – Wayne Oil Company, Inc.-Northwest corner of Wayne Memorial Drive and Fourth Street.

BACKGROUND: The applicant requests to rezone a portion of subject property from Neighborhood Business (NB) to General Business (GB) zoning district.

The requested zoning will be associated with the recombination of two individual lots described as follows:

Lot #1:

Frontage: 297.41 ft. (Wayne Memorial Dr.)
325 ft. (Fourth St.)

Area: 141,700 sq. ft., or 3.25 acres

Zone: Neighborhood Business (NB)/General Business Conditional District (GBCD)

Lot #2:

Frontage: 83.69 ft. (Wayne Memorial Dr.)

Area: 8,596 sq. ft., or 0.19 acres

Zone: Neighborhood Business (NB)

Area Proposed for Rezoning:

Frontage: 185.30 ft. (Wayne Memorial Drive)

Area: 70,154 sq. ft. or 1.621 acres

Zone: Neighborhood Business

Surrounding Zoning:

North: Residential (R-9);

South: Residential (R-9), Office and Institutional (O&I-1),
Neighborhood Business;

East: Neighborhood Business (NB); and

West: Neighborhood Business (GB) and Residential (R-9)

Existing Use: The subject properties are currently occupied by an existing business formally known as Wayne Oil Company, Inc.

DISCUSSION: As previously stated, the applicant desires to rezone the subject properties from Neighborhood Business (NB) to General Business (GB) zoning district.

Comprehensive Plan Recommendation: The City's Comprehensive Land Use Plan recommends commercial development for the property. The proposed rezoning would be compatible with the Comprehensive Plan.

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

On January 3, 2017, Goldsboro City Council approved a change of zone request for a portion of the property from Neighborhood Business to General Business Conditional District limiting the use of the property to retail sale of auto parts and accessories. As of date, the property has not been developed. The remaining portion of the property is now being considered for sale and commercial development.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on November 2, 2020.

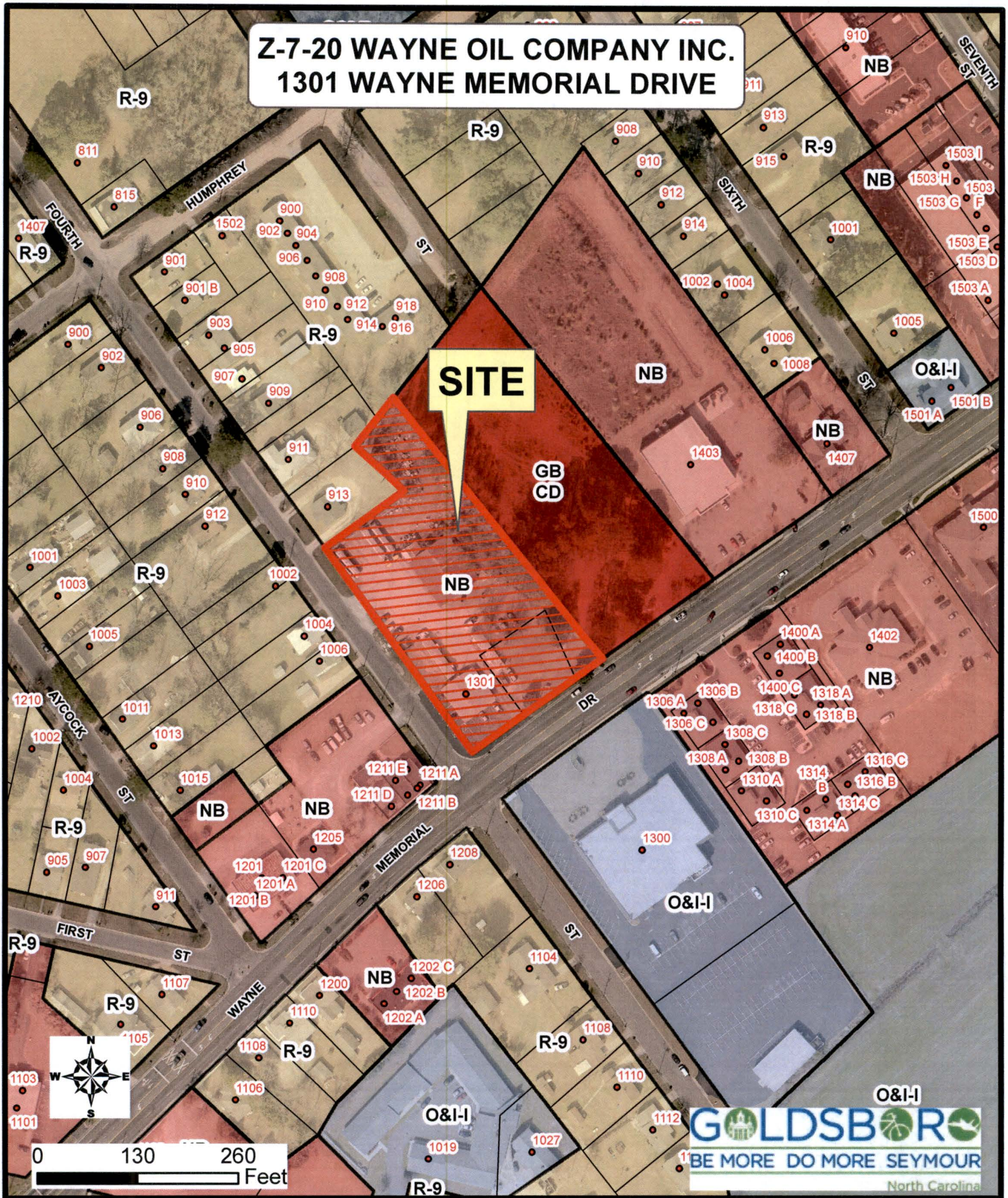
Date: 10/12/20


Planning Director

Date: 10/13/20


City Manager

Z-7-20 WAYNE OIL COMPANY INC. 1301 WAYNE MEMORIAL DRIVE



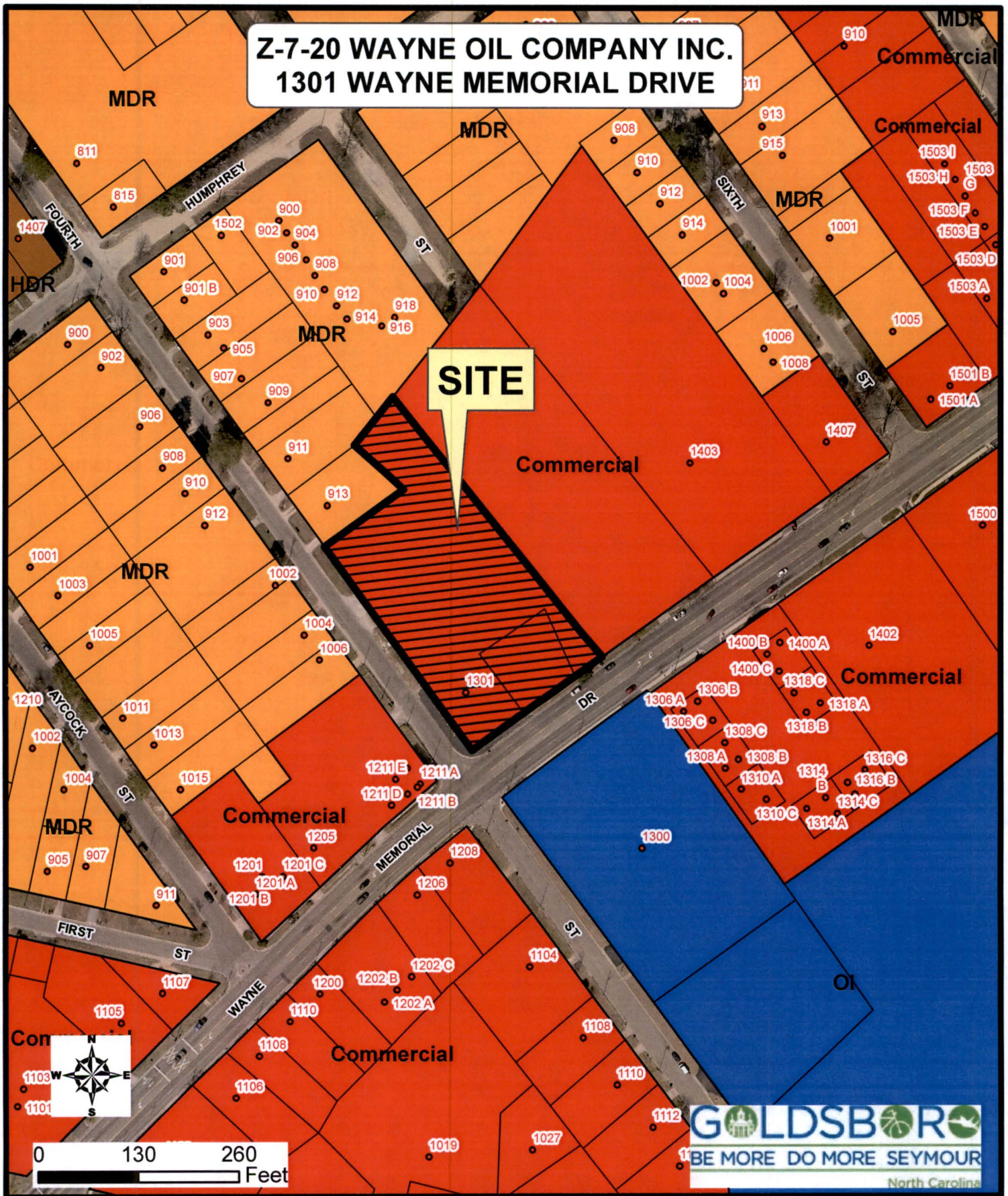
REZONING REQUEST

OWNER:
APPLICANT: WAYNE OIL COMPANY INC.
REQUEST: FROM NB TO GB
PIN #: 3509-49-9397 (PORTION OF)
LOCATION: 1301 WAYNE MEMORIAL DRIVE

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**Z-7-20 WAYNE OIL COMPANY INC.
1301 WAYNE MEMORIAL DRIVE**

SITE



REZONING REQUEST

OWNER:
APPLICANT: WAYNE OIL COMPANY INC.
REQUEST: FROM NB TO GB
PIN #: 3509-49-9397 (PORTION OF)
LOCATION: 1301 WAYNE MEMORIAL DRIVE

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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
Z-8-20 – Jones Sawmill-Northwest corner of Belfast Road and I-795

BACKGROUND: The applicant requests to rezone subject property from Residential (R-20A) to General Industry Conditional District (I-2CD) in order to limit the use of the property to a commercial saw mill.

In conjunction with the rezoning request, the applicant is requesting separate site plan approval as required by the City's Unified Development Ordinance. The proposed change of zone request is associated with Conditional Use Permit request CU-6-20 and related site plans.

More than half of subject property is located within the City limits of Goldsboro. A portion of the subject property is located within Wayne County. County officials have made written agreement to relinquish jurisdictional authority to the City of Goldsboro.

Frontage: (None)
Area: 574,207 sq. ft., or 13.18 acres
Zone: Residential (R-20A)/Wayne County Airport (Overlay)

Surrounding Zoning:

North: Residential Conditional District (R-20ACD)/County Airport;
South: Wayne County Residential-Agricultural (RA-20),
Wayne County Airport (Overlay);
East: General Business (GB)/Residential (R-16); and
West: Residential Conditional District (R-20ACD)

Existing Use: The subject property is currently clear and vacant.

DISCUSSION: As previously stated, the applicant desires to rezone the subject property from Residential (R-20A) to General Industry Conditional District (I-2CD) in order to limit the use of the property to a commercial sawmill.

Comprehensive Plan Recommendation: The City's Comprehensive Land Use Plan recommends a portion of the property for industrial development and the remaining acreage for medium density residential development.

Engineering Comments: The property is not located in a Special Flood Hazard Area. City water and sewer are not available to serve the property. Water will be provided by a private underground water well. Sewer will be obtained through the use of private on-site (septic) pump and waste systems in accordance with the Wayne County Environmental Health Department.

Wayne County Airport Overlay District: Approximately 5.76 acres is located within Wayne County's Airport Overlay District. Wayne County Planning and Airport officials have been advised of the applicant's proposed rezoning request. As of date, no additional comments or requirements from Wayne County have been communicated to City officials.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on November 2, 2020.

Date: 10/13/20

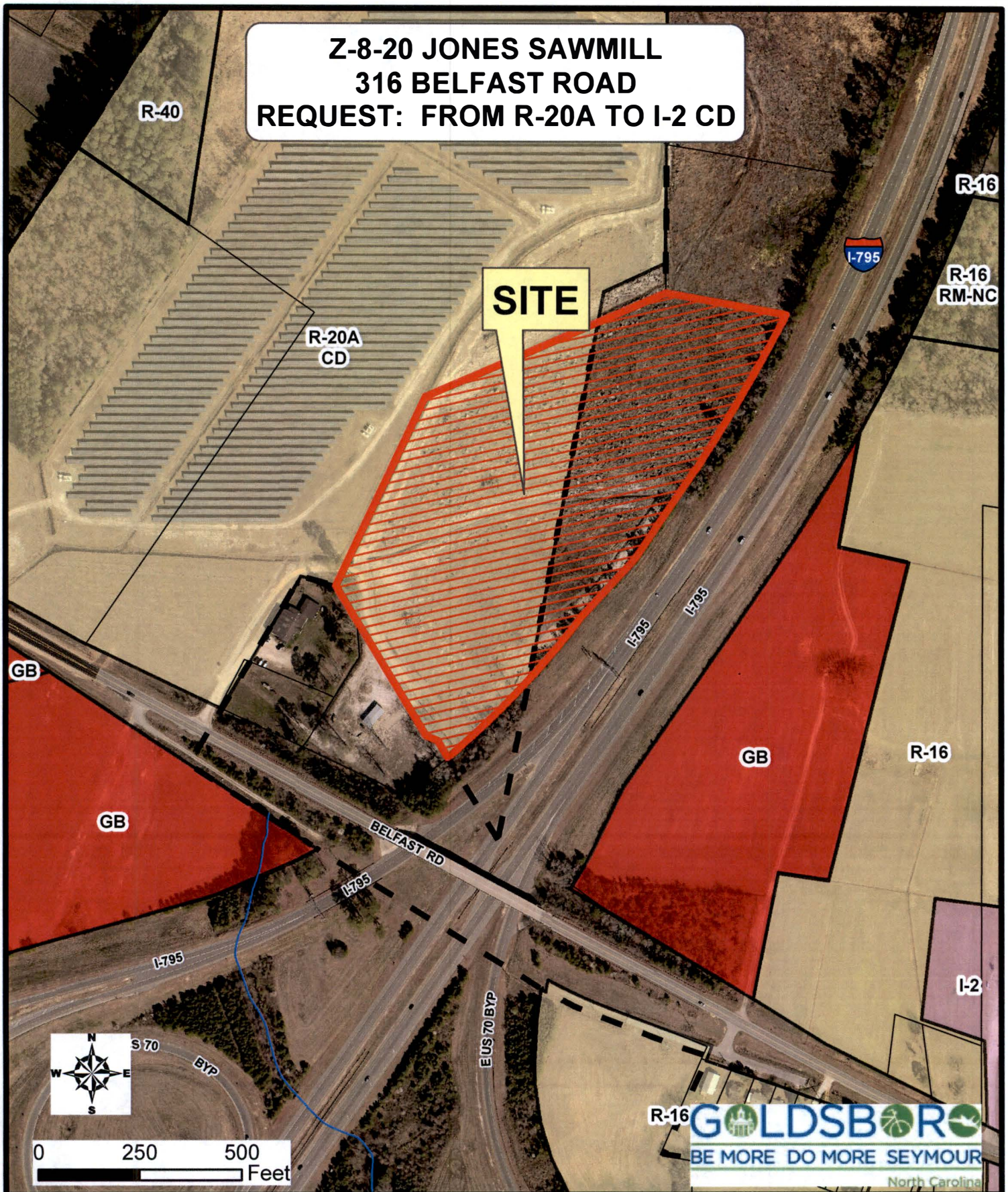

Planning Director

Date: 10/13/20


City Manager

**Z-8-20 JONES SAWMILL
316 BELFAST ROAD
REQUEST: FROM R-20A TO I-2 CD**

SITE



REZONING REQUEST

OWNER: WILLIAM LANE
APPLICANT: JOSEPH BRANDON JONES
REQUEST: FROM R-20A TO I-2 CD
PIN #: 3601-14-4187
LOCATION: 316 BELFAST ROAD

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**Z-8-20 JONES SAWMILL
316 BELFAST ROAD
REQUEST: FROM R-20A TO I-2 CD**

SITE

MDR

Industrial

Industrial

Industrial

MU 2

BELFAST RD

I-795

I-795

I-795

I-795

E US 70 BYP

S 70

BYP



0 250 500
Feet



REZONING REQUEST

OWNER: WILLIAM LANE
APPLICANT: JOSEPH BRANDON JONES
REQUEST: FROM R-20A TO I-2 CD
PIN #: 3601-14-4187
LOCATION: 316 BELFAST ROAD

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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING

CU-6-20 Jones Sawmill – Northwest corner of Belfast Road & I-795

BACKGROUND: Subject property is located on the northwest corner of Belfast Road and I-795. The Conditional Use Permit and related site plan is associated with the rezoning request Z-8-20 as previously presented.

If the Goldsboro City Council approves the applicant's rezoning request from R-20A (Residential-20A) to General Industry Conditional District (I-2CD), the use of the property will be limited for the operation of a commercial sawmill. A commercial sawmill requires a Conditional Use Permit when located in the General Industry (I-2) zoning district.

Frontage: (None)

Area: 574,207 sq. ft., or 13.18 acres

Zone: Residential (R-20A)/Wayne County Airport (Overlay)

Existing Use: The property is currently clear and vacant. The property is located directly east of an existing solar farm. On July 6, 2015, Goldsboro City Council approved a change of zone from R-40 to R-20A Residential Conditional District to allow the development of the solar farm.

DISCUSSION: The submitted site plan indicates four (4) commercial buildings to be utilized in the operation of the business. A 15ft. x 25ft. (375 sq. ft.) metal office building will serve as the principle structure in the operation of the business. A 50ft. x 50ft. (2,500 sq. ft.) enclosed metal storage shelter will serve as an add-on to the principle building. An 18ft. x 34ft. (612 sq. ft.) commercial dry kiln is proposed behind the proposed storage shelter along with a proposed 20ft. x 60 ft. (1,200 sq. ft.) commercial sawmill.

A floor plan has been provided which consists of an office, restrooms for customers and employees, storage areas and three (3) automobile service bays.

Hours of Operation: Monday-Friday: 7:00am-5:00pm
Saturdays: Varies

No. of Employees: 4

Access: The applicant has proposed a new 24 ft. wide driveway cut off of Belfast Road to access the site. Belfast Road is an NCDOT maintained roadway. The applicant has consulted with NCDOT and has been made aware of the fact that driveway permits will be required, however, no other roadway improvements will be necessary.

The site has no frontage along Belfast Road. As such, a proposed 50ft. ingress, egress and regress easement off Belfast Road will provide access to the site, as well as, to employee and commercial trucking parking spaces. The applicant is proposing a 20ft. wide gravel access road for approximately 1,000ft. since heavy log trucking operations will be conducted on site. Log trucks will enter and exit the site off Belfast Road.

Parking: Parking for the commercial sawmill requires 1 space per 2 employees on the maximum shift, plus 1 space for each vehicle stored on site. A total of 4 employee parking spaces have been proposed including 1 handicapped accessible parking space. According to the applicant, there will be no overnight parking conducted on the site.

Engineering Comments: The property is not located in a Special Flood Hazard Area. City water and sewer are not available to serve the property. Private water and on-site waste disposal systems will be incorporated. Grading and drainage plans have not been submitted. The applicant will be required to submit plans in accordance with City Engineering standards before construction permits are released.

Supplemental Regulations: In addition to the land-use requirements of the General Industry (I-2) zoning district, the following supplemental regulations are required for the proposed sawmill:

1. The entire area of the site shall be enclosed by a six foot high opaque fence set back one hundred feet from any public right of way or residentially developed or zoned property and/or fifty feet from any other adjacent property.
2. The yard area between the fence and the property line, not used for parking, shall be planted with grass and have landscaping composed of large trees spaced not more than forty feet apart and not less than one row of shrubs thirty inches in height, spaced so that they will form a continuous visual screen six feet in height within three growing seasons.
3. No loading or unloading of materials shall occur outside of the fenced area.

4. A statement shall be submitted with the plans indicating whether any manufacturing or processing operation will create smoke, offensive odor, dust, noise, fumes or vibrations beyond the lot lines of the proposed use. If one or more of such conditions exist, the developer shall explain what measures will be taken to mitigate such conditions to acceptable levels.
5. The uses shall be located a minimum of one thousand feet from any residentially developed or zoned property. The one thousand foot separation distance shall be measured in a straight line from property line to property line, with no consideration as to intervening structures, roads or landforms.

The applicant is requesting a modification of item #5 listed above as residentially-zoned and developed property is located within 1,000 ft. of the subject property.

The applicant is requesting a waiver of the fencing and landscaping requirements for a period not to exceed 1 year from site plan approval.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on November 2, 2020.

Date: 10/13/20



Planning Director

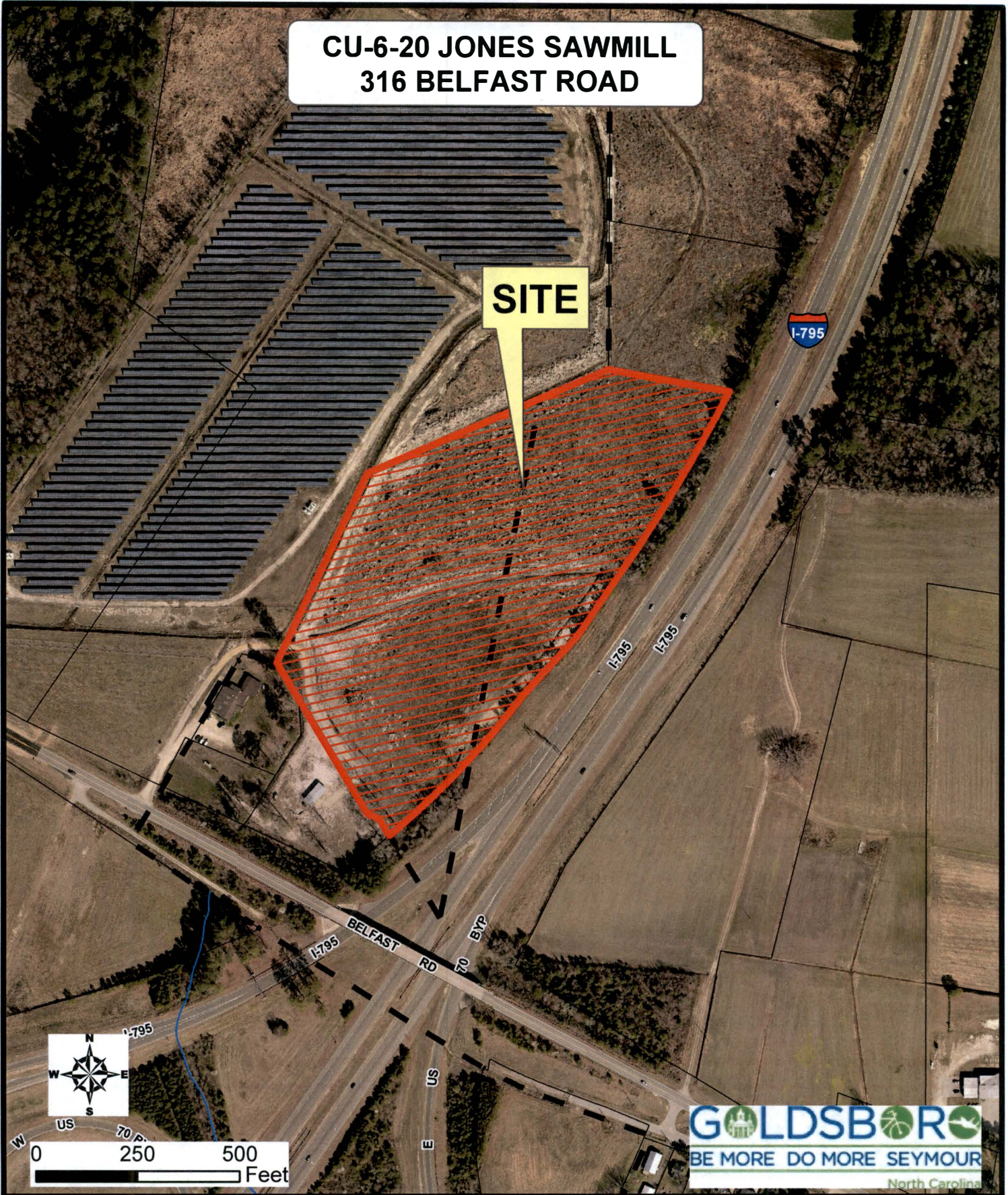
Date: 10/13/20



City Manager

**CU-6-20 JONES SAWMILL
316 BELFAST ROAD**

SITE



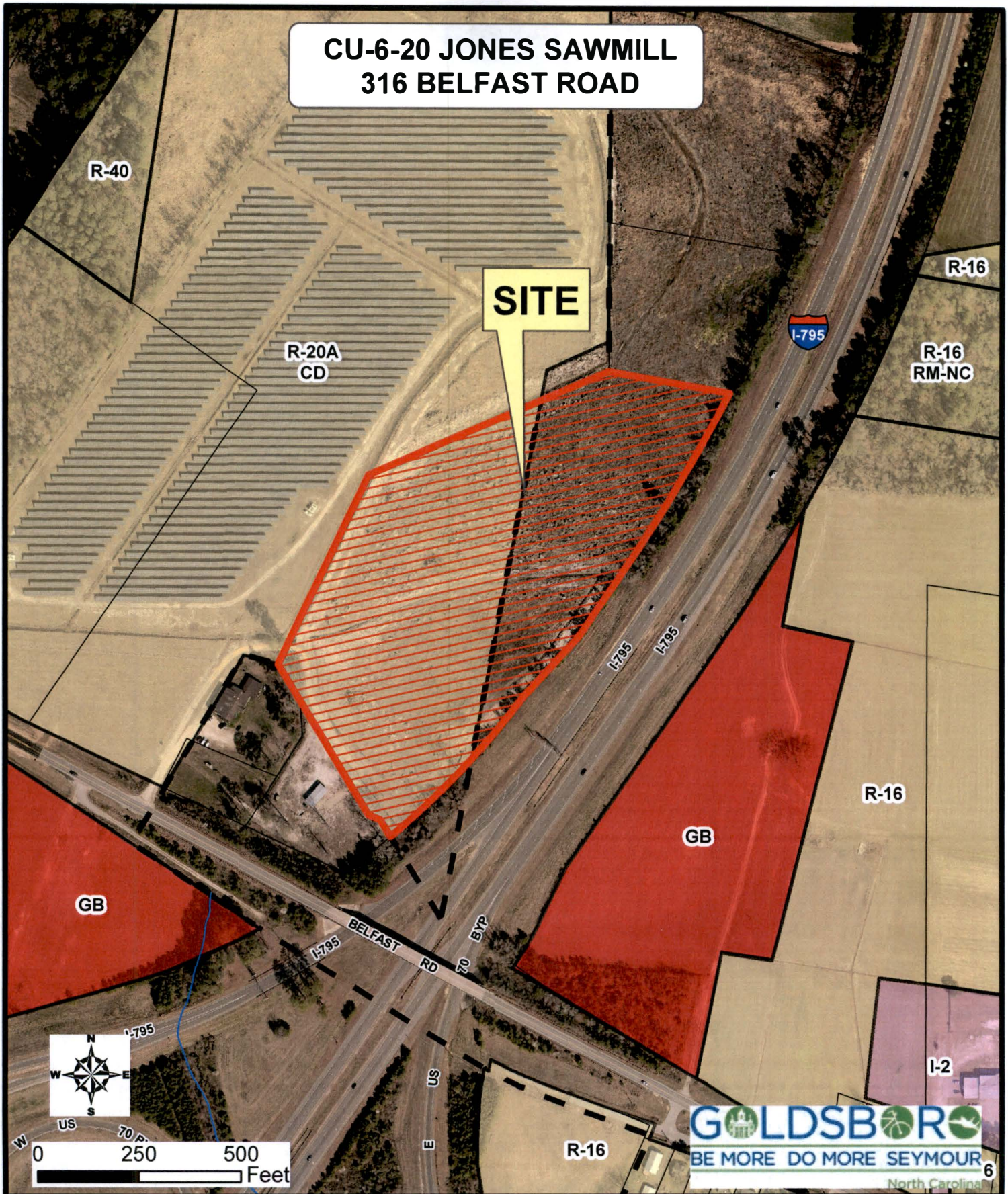
CONDITIONAL USE SITE PLAN

CASE #: CU-6-20
APPLICANT: JOSEPH BRANDON JONES
PIN #: 3601-14-4187
LOCATION: 316 BELFAST RD
PROPOSED USE: SAWMILL

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**CU-6-20 JONES SAWMILL
316 BELFAST ROAD**

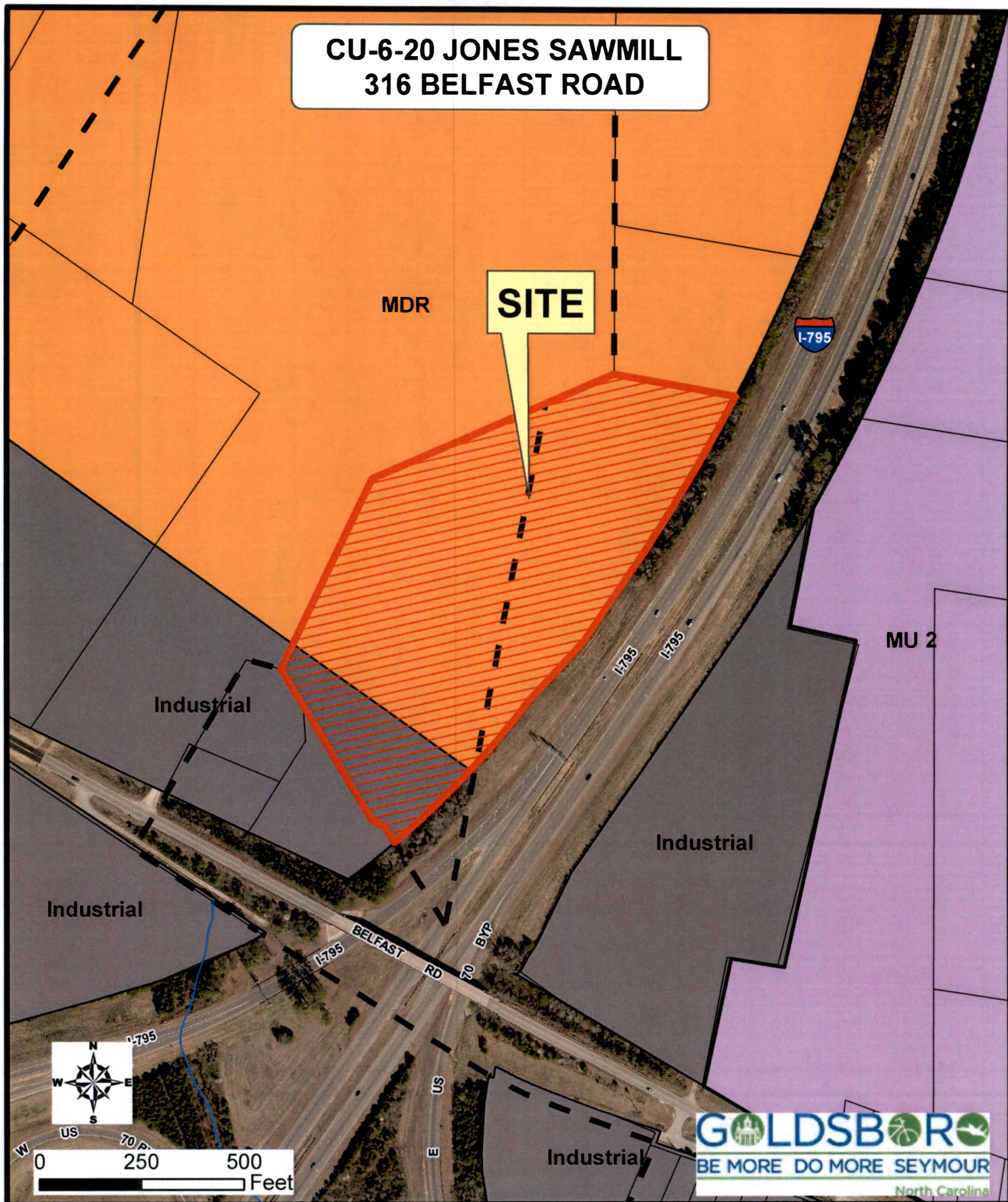
SITE



CONDITIONAL USE SITE PLAN

CASE #: CU-6-20
APPLICANT: JOSEPH BRANDON JONES
PIN #: 3601-14-4187
LOCATION: 316 BELFAST RD
PROPOSED USE: SAWMILL

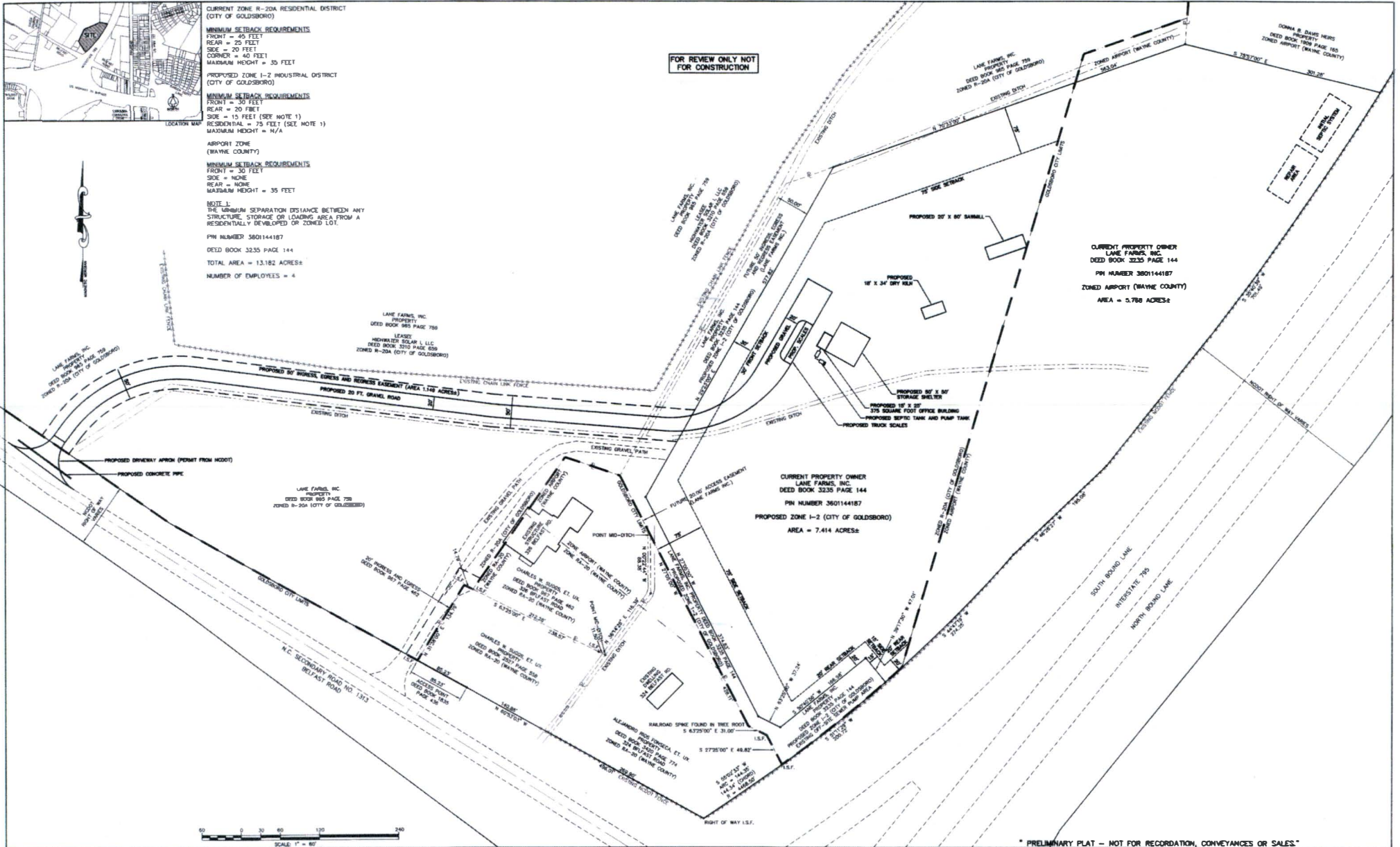
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CONDITIONAL USE SITE PLAN

CASE #: CU-6-20
APPLICANT: JOSEPH BRANDON JONES
PIN #: 3601-14-4187
LOCATION: 316 BELFAST RD
PROPOSED USE: SAWMILL

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NO.	REVISION	DATE

B. H. KORNEGAY, INC.
LAND SURVEYING • ENGINEERING • PLANNING
Licence Number: F-1084
300 East Third Street
Goldsboro, N.C. 27530
www.bhkorngay.com (919) 735-1888 Fax (919) 588-9053

SITE PLAN
PROPOSED SAW MILL
316 BELFAST ROAD
STONE CREEK TOWNSHIP
WAYNE COUNTY, N.C.

DRAWN BY: TSB
DESIGNED BY:
DATE: 9-17-2020
SCALE: 1" = 80'

DEVELOPER
BRANDON JONES
295 ROSE ROAD, PIKEVILLE, NORTH CAROLINA 27863
CONTACT: BRANDON JONES 919-222-1176 b.jones8134@gmail.com

SHEET
1
OF
1
JOB NO: 200448
CADD FILE: 200448

CITY OF GOLDSBORO
AGENDA MEMORANDUM
October 19, 2020 COUNCIL MEETING

SUBJECT: US DEPT. OF JUSTICE: EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG) FORMULA PROGRAM:
LOCAL SOLICITATION

BACKGROUND: The Goldsboro Police Department has been awarded Federal grant funds from the 2020 Edward Byrne Memorial Justice Assistance Grant (JAG). On September 8, 2020, Council adopted a Resolution allowing the Goldsboro Police Department to apply for this grant. The grant was awarded on September 19, 2020.

DISCUSSION: The grant was approved for the Goldsboro Police Department to purchase crowd control protective equipment in the amount of \$20,859.60 in the event of a mass gathering involving actual or potential violence that threatens officer safety, and the Wayne County Sheriff was approved to purchase a vehicle in the amount of \$13,906.40.

RECOMMENDATIONS: It is recommended that the attached resolution be adopted Authorizing the Goldsboro Police Department and Goldsboro City Manager to Accept the Award for the 2020 JAG Funds in the amount of \$34,766.00 and authorize City officials to execute documents required for the award.

DATE: 10-14-2020


Michael West, Chief of Police

DATE: 10/14/20


Timothy M. Salmon, City Manager

RESOLUTION NO. 2020-

A RESOLUTION SUPPORTING THE 2020 EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG) APPLICATION

WHEREAS, the City Council authorized staff to apply for the 2020 Edward Byrne Memorial Justice Assistance Grant (JAG) on September 8, 2020, and the grant was awarded on September 19, 2020; and

WHEREAS, City of Goldsboro and the Wayne County Sheriff's office have entered into an interlocal agreement regarding the Justice Assistance Grant; and

WHEREAS, the grant was approved for the Goldsboro Police Department to purchase crowd control protective equipment in the amount of \$20,859.60 in the event of a mass gathering involving actual or potential violence that threatens officer safety, and the Wayne County Sheriff was approved to purchase a vehicle in the amount of \$13,906.40.

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

1. The Goldsboro Police Department and Goldsboro City Manager are authorized to accept the Award for the 2020 JAG Funds in the amount of \$34,766.00.
2. City officials are authorized to execute documents required for the award.
3. This resolution shall be in full force and effect from and after the 19th day of October, 2020.

Mayor

Attested by:

City Clerk

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING


SUBJECT: Amending Special Revenue Fund Ordinance – Edward Byrne Memorial Justice Assistance Grant (JAG) (P3102)

BACKGROUND: On September 8, 2020 Council approved a resolution to allow the Goldsboro Police Department to apply for the 2020 Justice Assistance Grant in the amount of \$34,766.

DISCUSSION: The U.S. Department of Justice Office of Justice Programs officially awarded the City of Goldsboro the grant on September 19, 2020 in the amount of \$34,766. The City of Goldsboro Police Department will share the grant funding with the Wayne County Sheriff in accordance with the signed Memo of Understanding. There is no local match required.

RECOMMENDATION: It is recommended that the attached Special Revenue Fund Ordinance for the Edward Byrne Memorial Justice Assistance Grant (JAG) (P3102) be amended for \$34,766.00 for the 2020 JAG Grant.

Date: 10/12/2020


Catherine F. Gwynn, Finance Director

Date: 10/13/20


Timothy M. Salmon, City Manager

ORDINANCE NO. 2020-

AN ORDINANCE AMENDING A SPECIAL REVENUE PROJECT FOR THE EDWARD
BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) (P3102)

WHEREAS, the Office of Justice Programs at the Department of Justice has awarded a grant (2020-H8399-NC-DJ) in the amount of \$34,766 to the City of Goldsboro Police Department and the Wayne County Sheriff Department; and

WHEREAS, it is agreed the City of Goldsboro will administer the spending of the funds according to the Memo of Understanding between the City of Goldsboro and County of Wayne; and

WHEREAS, grant funds will be used to fund the purchase of equipment that will improve the safety and security of its law enforcement officers and citizens; and

WHEREAS, it is necessary to appropriate expenditures for the purchase of equipment to fulfill the terms of the grant agreement. This will be funded with federal grant proceeds requiring no local match.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following special revenue project budget is hereby amended:

Edward Byrne Memorial Justice Assistance Grant (P3102)

	<u>Current Budget</u>	<u>Amended Budget</u>	<u>Increase (Decrease)</u>
Revenues:			
Grant Revenue Federal Prior	\$ 1,277.64	\$ 1,277.64	\$ -
Grant Revenue Federal 2017	44,985.00	44,985.00	-
Grant Revenue Federal 2018	48,372.00	48,372.00	-
Grant Revenue Federal/GCC	21,365.64	21,365.64	-
Grant Revenue Federal 2019	47,003.00	47,003.00	-
Grant Revenue Federal 2020		34,766.00	34,766.00
Interest Income	25.00	25.00	-
Total Revenues	<u>\$ 163,028.28</u>	<u>\$ 197,794.28</u>	<u>\$ 34,766.00</u>
Expenditures:			
JAG Expenditures 2017	\$ 44,985.00	\$ 44,985.00	\$ -
JAG Expenditures 2018	48,372.00	48,372.00	-
GCC Expenditures 2017	21,365.64	21,365.64	-
JAG Expenditures 2019	47,003.00	47,003.00	-
JAG Expenditures 2020		34,766.00	34,766.00
Transfers to Fund Balance	1,302.64	1,302.64	-
Total Expenditures	<u>\$ 163,028.28</u>	<u>\$ 197,794.28</u>	<u>\$ 34,766.00</u>

Adopted this _____ day of _____, 2020.

Mayor

Attested by:

City Clerk

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING

SUBJECT: Amend Contract for Audit Services for Fiscal Year Ending June 30, 2019

BACKGROUND: The City changed auditors for the FY19 audit from Carr, Riggs & Ingram to Dixon Hughes Goodman, LLP. This was the first time auditors had been changed in 22 years.

DISCUSSION: The Finance staff has worked the past 16 months to complete the FY19 audit. We have encountered multiple challenges and worked well outside reasonable hours.

Our auditors have requested additional time and fees to complete the audit, and given a tentative completion date of November 30, 2020. We request an extension to complete the FY19 audit until December 31, 2020 in the event there are unforeseen circumstances. The agreed cost of this service has changed from \$65,000 as previously amended to \$102,000.

RECOMMENDATION: Council approve the attached resolution to amend the contract for the auditing services for the Fiscal Year ending June 30, 2019 to Dixon Hughes Goodman, LLP for a proposed completion date of December 31, 2020 and sum of \$102,000.

Date: 10/12/2020


Catherine F. Gwynn, Finance Director

Date: 10/13/20


Timothy M. Salmon, City Manager

RESOLUTION NO. 2020-

A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT AMENDMENT
NO. 3 BETWEEN THE CITY OF GOLDSBORO AND DIXON HUGHES GOODMAN, LLP FOR
THE EXTENSION OF THE AUDIT OF CITY'S ACCOUNTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2019

WHEREAS, Council authorized the City to enter into a contract with Dixon Hughes Goodman, LLP on March 16, 2019 for the audit of the City's accounts for the year ending June 30, 2019; and

WHEREAS, there have been delays in finalizing the audit beyond the Local Government Commissions due date of December 31, 2019, and additional time is needed to complete the audit; and

WHEREAS, it is requested that an extension be granted until December 31, 2020.

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

1. The City of Goldsboro authorizes the Mayor and City Clerk to execute an amendment to the contract for an extension of time to complete the audit until December 31, 2020.
2. This resolution shall be in full force and effect from and after the _____ day of _____ 2020.

Mayor

Attested by:

City Clerk

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING

SUBJECT: Declaration of Intent to Reimburse Expenditures for FY20-21 Capital Outlay

BACKGROUND: At the September 9, 2019 Council meeting, the Council approved Resolution 2019-73 authorizing the City Manager or the Finance Director to declare official intent to reimburse expenditures with proceeds of debt to be incurred by the City prior to, or within sixty (60) days of payment of the expenditures to be reimbursed in accordance with U.S. Department of Treasury Regulations Section 1.150.2.

DISCUSSION: In accordance with the annual budget ordinance adopted on June 17, 2020 the City anticipates incurring certain expenditures prior to the issue by the city of tax-exempt obligations in the form of installment purchase contracts and other notes payable in the amount not to exceed \$1,152,930.00 as identified in the table below.

Department	Description of Item Being Replaced	Replacement	Add (N) or Replace (R) Existing Equip?	Adopted 6/17/20
Fire		All Terrain Vehicle- Acct. 5136	N	\$ 35,000.00
IT	2001 Cheverolet Malibu	2020 Ford F-250 CrewCab 4x4 (Replace Green 2001 Malibu)	R	\$ 32,000.00
IT	Computer Replacement Schedule	IT LEASE (Desktops, Laptops, Servers, Storage)	R	\$ 353,500.00
IT	Addition	Fiber Finder Kit	R	\$ 6,500.00
Police	2001 Chevy Malibu	2021 Dodge Charger	R	\$ 23,597.00
Police	2001 Chevy Malibu	2020 Jeep Compass	R	\$ 19,533.00
Solid Waste	2001 GMC Rear Loader Packer	2021 Freightliner /New Way Body	R	\$ 200,000.00
Solid Waste	1993 Leaf Truck/Leaf Machine	Leaf Truck (no addtl info)	R	\$ 135,000.00
Stormwater	2004 Tymco Street Sweeper	Global R4 Street Sweeper	R	\$ 267,600.00
Streets	2004/John Deere Backhoe	E-55 Bobcat mini ex	R	\$ 60,200.00
	Estimated Loan Closing Costs			\$ 20,000.00
				<u>\$ 1,152,930.00</u>

It is the City's intent to finance these items with an installment financing contract pursuant to G.S. §160A-20. The City will issue an RFP (Request for Proposal) to banking institutions in the coming months with an anticipated loan closing in prior to June, 2021 with the first payment due in fiscal year 2022. The request will specify terms of (five) 5 years. This will **not** require LGC approval since all of the equipment listed is considered "rolling stock". The approval of the financing must be brought back to the Board for approval by resolution. Most of the equipment has not been ordered amidst revenue concerns for the first half of the year due to COVID-19 impacts.

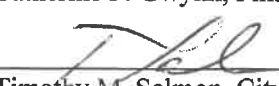
RECOMMENDATION:

1. Information provided for Council only, no action requested.

Date: 10/10/2020


Catherine F. Gwynn, Finance Director

Date: 10/13/20

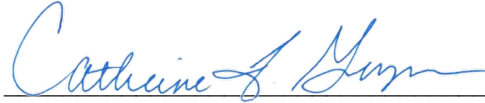

Timothy M. Salmon, City Manager

DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES

I, Catherine F. Gwynn, Finance Director of the City of Goldsboro, North Carolina (the "City") having been designated by the City Council of the City for such purposes pursuant to a resolution duly adopted on September 9, 2019, and on behalf of the City, DO HEREBY DECLARE as follows:

1. This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the City to reimburse itself from the proceeds of debt to be hereinafter incurred by the City for certain expenditures paid by the City on or after the date which is sixty (60) days prior to the date hereof.
2. The City anticipates expending its own funds for the purpose purchasing rolling stock and computer equipment. The purchases are itemized in the attached Schedule for which the City reasonably expects to reimburse itself from the proceeds of debt to be incurred by the City. The attached list represents the anticipated purchases of equipment, up fit costs and loan closing costs, and the City may substitute as it deems necessary.
3. The estimated principal amount of debt expected to be incurred for the purpose of paying the costs of the capital purchases and projects identified in item #2 above is not to exceed \$1,152,930.00.

WITNESS my hand this 1st day of July, 2020

A handwritten signature in blue ink, reading "Catherine F. Gwynn", is written over a horizontal line.

Catherine F. Gwynn, Finance Director

Attachment A
FY20-21 Capital Outlay – Installment Financing

			Add (N) or Replace (R) Existing Equip?	Adopted 6/17/20
Department	Description of Item Being Replaced	Replacement		
Fire		All Terrain Vehicle- Acct. 5136	N	\$ 35,000.00
IT	2001 Cheverolet Malibu	2020 Ford F-250 CrewCab 4x4 (Replace Green 2001 Malibu)	R	\$ 32,000.00
IT	Computer Replacement Schedule	IT LEASE (Desktops, Laptops, Servers, Storage)	R	\$ 353,500.00
IT	Addition	Fiber Finder Kit	R	\$ 6,500.00
Police	2001 Chevy Malibu	2021 Dodge Charger	R	\$ 23,597.00
Police	2001 Chevy Malibu	2020 Jeep Compass	R	\$ 19,533.00
Solid Waste	2001 GMC Rear Loader Packer	2021 Freightliner /New Way Body	R	\$ 200,000.00
Solid Waste	1993 Leaf Truck/Leaf Machine	Leaf Truck (no addtl info)	R	\$ 135,000.00
Stormwater	2004 Tymco Street Sweeper	Global R4 Street Sweeper	R	\$ 267,600.00
Streets	2004/John Deere Backhoe	E-55 Bobcat mini ex	R	\$ 60,200.00
	Estimated Loan Closing Costs			\$ 20,000.00
				<u>\$ 1,152,930.00</u>

RESOLUTION NO. 2019-73

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLDSBORO, NORTH CAROLINA DESIGNATING THE CITY MANAGER AND THE DIRECTOR OF FINANCE TO DECLARE OFFICIAL INTENT ON BEHALF OF THE CITY OF GOLDSBORO, NORTH CAROLINA TO REIMBURSE EXPENDITURES UNDER UNITED STATES DEPARTMENT OF TREASURY REGULATIONS

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

WHEREAS, the City Council of the Issuer has determined that it may from time to time advance monies for expenditures that it may find necessary to reimburse from the proceeds of the debt; and

WHEREAS, the City wishes to be able to take advantage of lower financing costs afforded to political subdivisions through tax exempt financing so long as Treasury Regulations are followed with regard to declaration of intent to reimburse with proceeds of debt.

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

1. It is hereby found, determined and declared by the City Council as follows:
 - a. Treasury Regulations Section 1.150.2 (the "Regulations"), prescribe specific procedures which are applicable to certain bonds or notes issued by the City, including, without limitation, a requirement that the City declare its official intent to reimburse certain expenditures with proceeds of debt to be incurred by the City prior to, or within sixty (60) days of payment of the expenditures to be reimbursed.
 - b. The Regulations permit the statement of official intent to be declared by any person authorized or designated by the City to declare such official intent on behalf of the City.
 - c. The City Council believes that it is in the best interest of the City to designate the City Manager and the Director of Finance of the City to declare official intent on behalf of the City as authorized by the Regulations.
2. As permitted by the Regulations, the City Manager and the Director of Finance of the City, now or hereafter serving in such capacity, are designated by the City Council to declare official intent on behalf of the City to reimburse any and all expenditures with the proceeds of debt to be incurred by the City as the issuer of such debt.
3. This resolution shall take effect upon its passage.

This Resolution is effective upon its adoption this 9th day of September, 2019.

Attest:

Regina Capps
City Clerk

Chris A.
Mayor

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING

SUBJECT: Establishing a Grant Project Fund Ordinance – Coronavirus Aid, Relief and Economic Security (CARES) Act Miscellaneous Grants Special Revenue Fund (R1106)

BACKGROUND: City Council adopted a resolution at the October 5, 2020 meeting to accept an award from the Economic Development Partnership of North Carolina (EDPNC) as a subrecipient of CARES Act funding in the amount of \$15,000.00 to help promote visitor economy in Goldsboro-Wayne County due to the impact of COVID-19. The period of the performance is March 1, 2020 through December 30, 2020. This grant will be managed by Ashlin Glatthar, Travel and Tourism Director.

There is no match required for the grant.


DISCUSSION: Federal grant requirements as well as the memo of understanding call for the City to establish a means of tracking the expenditures for Single Audit purposes so that external auditors can verify compliance with the various Federal and State grant guidelines in the compliance supplements. The purpose of this project qualifies as a grant project under G.S. § 159-13.2, and staff requests that the Council appropriate expenditures in the amount of \$15,000.00. This will be funded with Federal grant revenue.

RECOMMENDATION: It is recommended that the attached Grant Project Ordinance for the Coronavirus Aid, Relief and Economic Security (CARES) Act Miscellaneous Grants Special Revenue Fund (R1106) be adopted for \$15,000.00.

Date: 10/13/2020


Catherine F. Gwynn, Finance Director

Date: 10/13/20


Timothy M. Salmon, City Manager

ORDINANCE NO. 2020-

AN ORDINANCE ESTABLISHING THE GRANT PROJECT FUND FOR THE
CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY (CARES) ACT
MISCELLANEOUS GRANTS SPECIAL REVENUE FUND (R1106)

WHEREAS, Congress adopted the Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136) established the Coronavirus Relief Fund (CRF) on March 27, 2020 which included over \$4 billion in aid to the State of North Carolina; and

WHEREAS, on May 4, 2020 the North Carolina General Assembly passed Session Law 2020-4, An Act to Provide Aid to North Carolinians in Response to the Coronavirus Disease 2019 Crisis, to begin allocating these dollars throughout the state; and

WHEREAS, the City Council of the City of Goldsboro’s Travel & Tourism Division has heretofore found it in the public interest to apply for federal grant funding made available through the House Bill 1023 (Coronavirus Relief Fund/Additions & Revisions) promotion to help the visitor economy of Goldsboro-Wayne County recover from the impacts of Covid-19; and

WHEREAS, the NC General Assembly created a \$1.5 million appropriation to help eligible Destination Marketing Offices (DMOs) experiencing reduced ability to market their destinations due to revenue loss. These NC Tourism Promotion Grants are designed to provide relief to areas of the state most dependent on travel and tourism to assist with tourism; and

WHEREAS, on September 24, 2020 the City submitted an application for the North Carolina Tourism Promotion Recovery Grant to fund a digital marketing campaign targeting audiences most interested in traveling to safe destinations like Goldsboro-Wayne County; and

WHEREAS, based on the specifications of the marketing campaign details, a grant in the amount of \$15,000 was awarded on October 2, 2020, and the terms of the grant award require that the applicant officially accept the award and use the grant funds between October 20 and December 30, 2020; and

WHEREAS, the City Council of the City of Goldsboro adopted a resolution on October 5, 2020 accepting the grant award (Agreement #60-00-40) as a subrecipient of CARES Act funding in the amount of \$15,000.00 which stipulates the period of performance is from March 1, 2020 through December 30, 2020; and

WHEREAS, it is necessary to appropriate expenditures in order to begin fulfilling the terms of the grant, and this will be funded with federal grant revenue.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Coronavirus Aid, Relief and Economic Security (CARES) Act Miscellaneous Grants Special Revenue Fund (R1106) be adopted as follows:

Coronavirus Aid, Relief and Economic Security (CARES) Act Miscellaneous Grants (R1106)

	<u>Current Budget</u>
Revenues:	
Federal Grants	<u>\$ 15,000.00</u>
Total Revenues	<u><u>\$ 15,000.00</u></u>
Expenditures:	
Other Expenses	<u>\$ 15,000.00</u>
Total Expenditures	<u><u>\$ 15,000.00</u></u>

This Ordinance shall be in full force and effect from and after this _____ day of _____, 2020.

Chuck Allen
Mayor

ATTEST:

City Clerk

North Carolina Tourism Recovery Grant

Agreement # 60-00-40

This Agreement is hereby entered into by and between the Economic Development Partnership of NC (EDPNC), under the auspices of the NC Department of Commerce, (the "AGENCY"), and Visit Goldsboro (the "RECIPIENT") (referred to collectively as the "Parties").

1. EFFECTIVE TERM

This agreement shall be effective starting March 1, 2020 and shall terminate on December 30, 2020.

2. GRANT AMOUNT

This agreement is for a \$15,000 grant to the RECIPIENT.

3. RECIPIENT'S DUTIES

The RECIPIENT shall provide the activities as authorized and referenced in the North Carolina Session Law 2020-4, An Act to Provide Aid to North Carolinians in Response to the Coronavirus Disease 2019 Crisis.

The RECIPIENT's scope of work is a complete and concise scope of work supported by this agreement and consistent with language in Session Law 2020-4, an Act to Provide Aid to North Carolinians in Response to the Coronavirus Disease 2019 Crisis.

The RECIPIENT agrees to use the funds in the amounts allocated for the budget cost items set forth in the RECIPIENT's budget. RECIPIENT may reallocate and/or redistribute among budgeted items up to 20% in overall budget costs without the express written permission of the AGENCY.

The RECIPIENT understands and acknowledges that these are federal funds and the total funding level available under this agreement will not exceed «AmountPerSL». Only expenditures incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 are eligible for funding from this Fund.

The RECIPIENT understands and acknowledges required compliance with all statutory provisions outlined in:

- a. The Coronavirus Aid, Relief, and Economic Security Act or CARES Act;
- b. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) promulgated by the United States Office of Management and Budget sections: 2 C.F.R. 200.303 regarding internal controls, 2 C.F.R. 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements;
- c. Guidance issued by the United State Department of Treasury on April 22, 2020; and
- d. North Carolina Administrative Code Title 09, Chapter 03, SubChapters 03M and The RECIPIENT agrees to provide said report in 09 NCAC 03M.0202 within the required timeframe. See ATTACHMENT B.

The RECIPIENT further understands and acknowledges any subawards issued by the RECIPIENT will require SUBRECIPIENT to comply to said statutory provisions above and the RECIPIENT will be held liable for any misuse or mishandling of these funds, including mishandling or misuse by the SUBRECIPIENT.

The RECIPIENT agrees not to have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the federal, State, or local level. The RECIPIENT agrees to complete ATTACHMENT D and submit to the AGENCY

within 30 calendar days of execution of this contract, as required by North Carolina General Statute 143C-6-23(b).

The RECIPIENT agrees that if they are not a unit of local government or otherwise subject to the audit and other reporting requirements of the Local Government Commission, they will submit the RECIPIENT'S policy surrounding conflict of interest as required by North Carolina General Statute 143C-6-23(b) within 30 calendar days of execution of this contract.

The RECIPIENT understands that if the funds have been allocated to a nonprofit corporation or a contractor, and the use of funds by the nonprofit corporation or contractor is disallowed by federal law, the nonprofit corporation shall return the amount of funds allocated to the nonprofit corporation to OSBM to transfer the funds into the Coronavirus Relief Reserve.

The RECIPIENT agrees to provide any necessary information as required by the Federal Funding Accountability and Transparency Act. See ATTACHMENT E.

The RECIPIENT agrees to return any funds that remain unspent as of December 30, 2020 to AGENCY by January 30, 2021.

4. AGENCY'S DUTIES & STATUS REPORTING

The AGENCY shall ensure that funds allocated and disbursed pursuant to Session Law 2020-4, comply with the intent and guidance found in this Law and ensure compliance with related state statutes and financial management standards.

The Code of Federal Domestic Assistance number is 21.019 and is pending completion of registration by the Department of the United State's Treasury.

Invoice and Payment.

- a. After the initial payment is provided to the RECIPIENT, the RECIPIENT shall submit progress status forms every month.
 - i. The RECIPIENT shall submit the AGENCY completed forms (see ATTACHMENT C-1 and C-2) and shall include and attach sufficient documentation of the expenses incurred during the period. The reimbursement documentation may include a general ledger statement that verifies expenses were incurred consistent with the agreement purpose and scope, copies of invoices paid or payroll register records by the RECIPIENT. ATTACHMENTS C-1 and C-2 and supporting documentations for the reimbursement period using the upload link provided: «UploadLink». The RECIPIENT shall include expenses disbursed (aggregate totals for the period) by the following project uses:
 1. Contracted Labor Expenses
 2. Other Service expenses
 3. Subcontract expenses
 4. Goods expenses

5. Other expenses (e.g. related charges not assigned above and described by recipient).
6. Period ending balance of the RECIPIENT funding disbursed pursuant to this agreement.
7. A descriptive summary of how the funds were used including outcomes and specific deliverables or accomplishments to date.

- ii. The RECIPIENT shall continue to submit the reimbursement request forms without requesting additional funds until the entire grant amount is accounted for.
- iii. The RECIPIENT shall submit the final reimbursement request to be received by the AGENCY by January 30, 2021.
- iv. On or before January 30, 2021 the RECIPIENT will submit the final outcome and accomplishment reports (see ATTACHMENT F).
- v. The AGENCY reserves the right to require a reimbursement of the payments noted above, if the Grant Project Status Reports are not submitted, are not complete or do not include adequate attached documentation that can verify spending. The AGENCY must provide the RECIPIENT with a written explanation of the business reasons to delay, alter, or reject payments that have been invoiced to the AGENCY. The RECIPIENT has three (3) business days after such AGENCY communication to respond to address the item(s) of concern. The AGENCY is to communicate a final review within three (3) business days of such RECIPIENT response.

- b. Provide additional reports and/or information as requested.

5. FUNDS MANAGEMENT

The RECIPIENT agrees that funds paid through this contract shall be accounted for in a separate fund and accounting structure within the RECIPIENT's central accounting and grant management system. The RECIPIENT agrees to manage all accounts payable disbursements, check register disbursements and related transactions in a detailed manner that supports fully transparent accounting of all financial transactions associated with this funding allocations described in Section 3 above. Expenditures for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall not be eligible under this contract. International travel shall not be eligible under this Contract. If eligible, the Recipient and all subrecipients shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to N.C.G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their quarterly project status reports.

6. POST-GRANT AWARD DOCUMENTATION REQUIREMENTS

RECIPIENT shall comply with all rules and reporting requirements established by the requirements of 9 N.C.A.C. Subchapter 3M.0205. The RECIPIENT agrees that it will file and submit the final ATTACHMENT F to the AGENCY using the upload link provided at «UploadLink» no later than January 30, 2021 or within forty-five (45) days of final expenditure date, whichever is earlier.

The above noted reports shall include RECIPIENT reporting information related to the above noted quantitative results and accomplishments. RECIPIENT agrees that all program activity results information reported shall be subject to review and authentication as described in Paragraph 7 and RECIPIENT will provide access to work papers, receipts, invoices and reporting records, if requested by the AGENCY, as the AGENCY executes any audit internal audit responsibilities.

7. AGREEMENT ADMINISTRATORS

All notices permitted or required to be given by one Party to the other and all questions about the Agreement from one Party to the other shall be addressed and delivered to the other Party's Agreement Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' respective initial Agreement Administrators are set out below. Either Party may change the name, post office address, street address, telephone number, fax number, or email address of its Agreement Administrator by giving timely written notice to the other Party.

For the AGENCY	
IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Wit Tuttell EDPNC 150 Fayetteville St., Suite 1200 Raleigh, NC 27601 Direct: 919-477-7740 Email: Wit@VisitNC.com	Wit Tuttell EDPNC 150 Fayetteville St., Suite 1200 Raleigh, NC 27601 Direct: 919-477-7740 Email: Wit@VisitNC.com

For the RECIPIENT	
IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Name: Ashlin Glatthar Title: Director Travel & Tourism, Goldsboro Address: 308 N. William St Goldsboro 27530 Direct: 919-734-7922 Email: aglatthar@goldsboronc.gov	Name: Ashlin Glatthar Title: Director Travel & Tourism, Goldsboro Address: 308 N. William St Goldsboro 20730 Direct: 919-734-7922 Email: aglatthar@goldsboronc.gov

8. MONITORING AND AUDITING

The RECIPIENT acknowledges and agrees that, from and after the date of execution of this Agreement and for five (5) years following its termination, the books, records, documents and facilities of the RECIPIENT are subject to being audited, inspected and monitored at any time by the AGENCY upon its request (whether in writing or otherwise). The RECIPIENT further agrees to provide AGENCY staff and staff of the Office of State Auditor and any federal monitor or auditor with access to financial and accounting records and audit work papers in the possession of any auditor of any recipient of State funding to support internal audit, financial reporting and related requirements.

9. TAXES

The RECIPIENT shall be considered to be an independent RECIPIENT and as such shall be responsible for all taxes. The RECIPIENT agrees to provide the AGENCY with the RECIPIENT'S correct taxpayer identification number upon the execution of this Agreement. The RECIPIENT agrees that failure to provide the AGENCY with a correct taxpayer identification number authorizes the AGENCY to withhold any amount due and payable under this Agreement.

10. SITUS

This Agreement shall be governed by the laws of North Carolina and any claim for breach or enforcement of this Agreement shall be filed in State court in Wake County, North Carolina.

11. SUBCONTRACTING AND ASSIGNMENT

The RECIPIENT agrees that by assigning or subcontracting any work related to the contract to a subcontractor or SUB-RECIPIENT is not allowable under this contract.

12. HISTORICALLY UNDERUTILIZED BUSINESSES

In addition, the RECIPIENT, if it is a private, nonprofit corporation other than an institution of higher education or a hospital that receives an appropriation of five hundred thousand dollars (\$500,000) or more during a fiscal year from the General Assembly are encouraged to utilize minority contractors, physically handicapped contractors, and women-owned contractors in purchasing goods and services. The RECIPIENT as identified above shall comply with North Carolina General Statute 143-48 and report to the North Carolina Department of Administration quarterly on what percentage of its contract purchases of goods and services, through term contracts and open-market contracts, were from minority-owned businesses, what percentage from women-owned businesses, what percentage from disabled-owned businesses, what percentage from disabled business enterprises and what percentage from nonprofit work centers for the blind and the severely disabled. Reporting on contract purchases of goods and services will be submitted to the North Carolina Department of Administration's Office for Historically Underutilized Businesses (HUB) using the NC Interactive Purchasing System's HUB reporting system. Contact the HUB Office at 919-807-2330 or huboffice.doa@doa.nc.gov for instructions and to gain access to the NC Interactive Purchasing System's HUB reporting system.

13. ADVERTISING

RECIPIENT agrees not to use the existence of this contract, the name of the AGENCY, or the name of the State of North Carolina as part of any commercial advertising, without prior written approval of the AGENCY.

14. COMPLIANCE WITH LAW

The RECIPIENT shall remain an independent RECIPIENT and as such shall be wholly responsible for the scope of work to be performed under this Agreement and for the supervision of his employees and assistants. The RECIPIENT represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with the AGENCY. The RECIPIENT shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements and other regulatory matters that are applicable to the conduct of his business and work performance under this Agreement, including those of Federal, State, and local agencies having appropriate jurisdiction.

The Recipient acknowledges and agrees that, in its conduct under this Contract and in connection with any and all expenditures of grant funds made by it, it shall comply with the cost principles enunciated in the Code of Federal Regulations, 2 CFR, Part 200.

15. TERMINATION OF AGREEMENT

This agreement may be terminated by mutual consent upon sixty (60) days written notice to the other party, or as otherwise provided by law. As soon as reasonably possible following termination of this agreement, the amount of any residual unexpended funds shall be transferred to the AGENCY.

16. AMENDMENTS

This Agreement may be amended in writing which documents approval of changes by both the AGENCY and the RECIPIENT.

17. AGREEMENT CLOSE-OUT PROCESS

The RECIPIENT agrees to submit to the AGENCY a complete performance and expenditure status report (final report) no later than January 30, 2021 or within forty-five (45) days of final expenditure date, whichever is earlier. All unspent funds as of December 30, 2020 will be returned to the AGENCY by January 30, 2021. Unspent funds are defined as all funds not used or consumed. Encumbered and/or obligated funds as of December 30, 2020 are considered unspent.

The above noted reports shall include RECIPIENT reporting information related to the above noted quantitative results and accomplishments. RECIPIENT shall agree that all program activity results information reported shall be subject to review and authentication as described in Paragraph 7 and RECIPIENT will provide access to work papers, receipts, invoices and reporting records, if requested by the AGENCY, as the AGENCY executes any audit internal audit responsibilities.

RECIPIENT will be deemed noncompliant if its final report is not submitted by January 30, 2021 or within forty-five (45) days of final expenditure date, whichever is earlier. Once the complete final project status report package has been received and evaluated by the AGENCY, the RECIPIENT will receive official notification of agreement close-out. The letter will inform the RECIPIENT that the AGENCY is officially closing the agreement and retaining all agreement files and related material for a period of five (5) years or until all audit exceptions have been resolved, whichever is longer.

18. AUTHORIZED SIGNATURE WARRANTY

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement. **In Witness Whereof**, the RECIPIENT and the AGENCY have executed this Agreement in duplicate originals, with one original being retained by each party.

[[RecipientName]]


Signature

Oct 6, 2020
Date

Timothy Salmon
Printed Name

City Manager
Title

**ECONOMIC DEVELOPMENT PARTNERSHIP
OF NORTH CAROLINA**



9/28/2020

Signature

Date

Wit Tuttle
Printed Name

VP, Tourism
Title

City of Goldsboro
Departmental Monthly Reports
September 2020

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

Human Resources

- Human Resources staff performed benchmarking of Public Utilities positions to enhance recruiting efforts.
- Performance Evaluation Procedures guide distributed and uploaded on Intranet for upcoming annual evaluations.
- Staff served on interview panels at Public Works September 3, 9 (Solid Waste).
- Staff is working on the annual NC League of Municipalities Salaries Survey.
- Evergreen Consulting is finalizing job descriptions.
- LEARN module is being finalized for roll-out to all employees in October.
- City employees are still volunteering for Meals on Wheels. We appreciate their willingness to serve the community.
- The United Way campaign is underway. This year's goal is \$20,000. Donations are coming in and Fair Share drawings have started for a chance to win \$10,000.
- **Upcoming Events**
 - Open Enrollment (Supplemental) – October 1 – 31, 2020 – Representatives will be on-site October 19-22 at Fire/Police Complex, City Hall, and Public Works.
 - Open Enrollment (Medical) – October 15-31, 2020

Safety

- Conducted City-wide defibrillator checks and fire extinguisher inspections at City Hall.
- September 1 – Investigated Fire apparatus incident at PW Gas Pumps
- September 1, 3 – Ride alongs with Solid Waste driver and Leaf and Limbs crew.
- Safety inspections at Golf maintenance warehouse September 8 and Public Works gas pump September 18.
- City-wide safety inspection of sub-contractors doing work with our street projects.
- September 15 – Teleconference with Alec Vidmar representing United Talent Agency and musical act Parmalee for NC Freedom Festival.
- September 15 – Meeting with Doug McGrath, President of NC Freedom Festival.
- September 16 – Meeting Benefits Consultant concerning NEOGOV online training starting October 1.
- September 23 - Safety and Review Committee Meeting. Two vehicle accident cases reviewed: (1 employee at-fault – 2 points; 1 not at-fault – 0 points).
- September 24 – Meals on Wheels and NC Freedom Festival Committee meeting.
- Safety investigations on Grantham and Hargrove Street. Follow-up with DOT and owner of business.
- September 30 – Final meeting concerning NEOGOV online training before it goes LIVE.

Occupational Health

The City sponsored a blood drive at Public Works on September 19. There were 135 clinic visits this month. Flu shots were administered at the Fire/Police Complex and will continue at other locations in October. There were no random drug screens this month.

MONTHLY STATISTICS

2020	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	AVG
Total Employment	573	573	575	574	573	571	568	565	561				571
Vacancies	21	23	28	16	12	13	12	13	19				24
Applications	480	367	208	158	73	124	227	225	262				236
Applicant Notices	277	295	110	259	117	384	106	94	122				196
New Hires	9	6	5	3	1	3	3	4	2				4
Resignations	1	3	2	4	1	5	3	6	4				3
Retirements	4	2	1	0	1	0	3	1	1				1
Terminations	0	1	0	0	0	0	0	0	1				.22
Turnover Rate	.87%	.87%	.52%	.70%	.35%	.88%	1.06%	1.24%	.89%				0.82%
Vehicle Accidents	4	0	2	5	5	2	0	0	2				2
Workers' Compensation	0	0	0	1	0	0	1	1	0				0.33
FFCRA Leave			0	10	6	20	20	11	17				12
Telework			37	39	35	32	32	32	33				35

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

Note: Hiring and separation statistics (resignations, retirements, and terminations) represent full-time and permanent part-time personnel.

COMMUNITY RELATIONS DEPARTMENT

September 2020

Prepared By: Shycole Simpson-Carter, Community Relations Director

Date Prepared: October 12, 2020

- In light of COVID-19 and social distance requirements recommended by the Centers for Disease Control and Prevention (CDC), the Mayor's Committee for Persons with Disabilities met virtually on September 17, 2020 to discuss the Annual Awards Banquet and other committee business. The Committee is scheduled to meet on November 19, 2020 at 12:00 pm.
- The Commission on Community Relations and Development's scheduled virtual meeting for September 15, 2020 was unfortunately cancelled due to a lack of a quorum. The next scheduled meeting for the Commission on Community Relations and Development will be held on November 10, 2020.
- The Department, after consulting with the State Youth Council and seven other Youth Councils established a virtual only FY20-21 Goldsboro Youth Council (GYC) Session. The FY20-21 GYC Session will begin on October 7, 2020 with a time change from 7:00 pm to 5:00 pm and will be held the first Wednesday of every month for the entire Session.
- The Department was notified on September 11, 2020, of Goldsboro's special second allocation of \$220,749 from HUD's third round of Community Development Block Grant – Coronavirus (CDBG-CV) to be used to prevent, prepare for, and respond to the coronavirus (COVID-19) under the Coronavirus Aid Relief and Economic Security Act (CARES Act). This brings Goldsboro's cumulative amount for all special allocations from HUD through CDBG-CV enacted by the CARES Act to \$427,303.

Goldsboro's first round of special allocation of \$206,554 from HUD's first round of CDBG-CV to be used to prevent, prepare for, and respond to the coronavirus (COVID-19) under the CARES Act was approved to be awarded to:

Wayne Uplift Resource Association (WURA) - \$10,000	Goldsboro Family YMCA - \$15,000
Wayne Action Group for Economic Solvency (WAGES) - \$41,123	Four Day Movement, Inc. - \$8,000
Wayne Action Teams for Community Health (WATCH) - \$41,123	The Salvation Army - \$30,000
Partnership for Children of Wayne County - \$20,000	Program Administration - \$41,308

- The Department received four (4) housing complaints and four (4) requests for assistance. Description of said complaints were four (4) substandard housing issues along with four (4) requests for assistance with housing, utilities, or food assistance related to COVID-19. Complaints were submitted through the Cityworks system or rerouted for resolution to the appropriate City Department, designated community agency, or State resource.

2020 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	2	2	1	3	4	2	5	3	4				3
Consumer & Other	2	2	10	7	0	6	9	5	4				5
2019 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	1	4	5	2	2	4	2	2	2	1	1	0	2
Consumer & Other	3	4	3	4	3	4	6	1	4	0	4	2	3

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

- September activity restricted by Executive Order; slight adjustment to Phase 2.5.
- September COVID-19 postponements/cancellations include: 20 rental days, 7 public perfs.
- Able to execute 3 small, private performance events, including first *Les Miserables* concert
- Repairs and Maintenance:
 - Rigging inspection complete
 - wheelchair lift repaired and operable
 - Roofing repairs; temporary repairs holding, permanent repairs to be discussed with GC

-----FINANCIAL-----

- Expenses –\$11,774: Labor - \$10,636 /Operational – \$1,138
- Revenues - \$1,625: Tickets -\$0 /Rentals- \$1,625 /Concession- \$0

	July-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	April-21	May-21	June-21	2021 Total	2021 Average
Exp	\$31,420	\$29,780	\$11,774										\$72,974	\$24,324
Rev	\$1,218	<\$633>	\$1,625										\$2,210	\$737
	July-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	April-20	May-20	June-20	2020 Total	2020 Average
Exp	\$21,916	\$41,241	\$43,600	\$50,200	\$32,374	\$66,748	\$61,859	\$56,489	\$65,545	\$23,792	\$113,559	\$23,856	\$598,037	\$49,836
Rev	\$8,423	\$8,090	\$7,824	\$12,301	\$16,740	\$28,934	\$83,453	\$88,232	\$27,544	\$15,415	\$43,468	\$1,781	\$289,574	\$24,131

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

- September activity restricted by Executive Ordered closure; slight adjustment to Phase 2.5.
- September COVID-19 related cancellations/postponements include 9 rental days
- Repairs and Maintenance:
 - Weather damaged façade repair estimates being sought.
 - Minor roof leak repair estimates being sought.
 - Bookings strong later in fall and spring; offering options for smaller events in larger spaces.

-----FINANCIAL-----

- Expenses – \$16,383: Labor - \$3,088 /Operational – \$7,296
- Revenues – \$541: Rentals - \$541 /Concessions – \$0
- Value City Use – \$0: Value of non-revenue City use: = \$0

	July-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	April-21	May-21	June-21	2021 Total	2021 Average
Exp	\$12,499	\$13,295	\$16,383										\$42,177	\$14,059
Rev	\$0	<\$3,694>	\$541										<\$4,235>	<\$1,412>
City	\$0	\$0	\$0										\$0	\$0
	July-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	April-20	May-20	June-20	2020 Total	2020 Average
Exp	\$6,887	\$10,356	\$9,001	\$13,055	\$6,916	\$13,636	\$7,740	\$21,673	\$19,737	\$9,130	\$8,164	\$7,677	\$134,542	\$11,212
Rev	\$2,000	\$8,369	\$12,579	\$7,439	\$7,799	\$11,371	\$9,590	\$7,825	\$1,383	-\$548	\$1,916	\$2,038	\$73,799	\$6,150
City	\$2,075	\$2,700	\$4,700	\$10,076	\$6,483	\$9,436	\$6,800	\$4,964	\$375	\$0	\$0	\$375	\$47,984	\$3,999

INSPECTIONS

Sept 2020

Prepared By: Allen Anderson, Jr.

Date Prepared 10/05/20

The valuation of all miscellaneous (mechanical, gas, insulation, electrical, plumbing, fire, sprinkler, pool, tank, demolition, signs, business inspection, & itinerant merchant) permits issued during this time period totaled \$1,653,020.

All permit fees collected for the month totaled \$45,036. Of the permit fees collected for the month, \$3,495 was collected in technology fees. Plan review fees collected during the month totaled \$680. Business Registration fees collected totaled \$1,540.

The Inspectors did a total of 709 inspections for the month. During the month of September, twelve (12) business inspections were completed. A total of 294 permits were issued for the month. Sixty-three (63) plan reviews were completed for September. Minimum Housing program moved to Planning Department.

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
Permit Valu.													
All Bldgs \$ (M)	\$11	\$2.3	\$1.4	\$3.8	\$1.9	\$7.0	\$3.1	\$9.1	\$27.1				\$7.4
Residential \$ (K)	\$2.6M	\$843	\$435	\$2.4M	\$858	\$834	\$575	\$1.6M	\$375				\$1.2M
Misc \$ (M)	\$3	\$3	\$1.3	\$1.3	\$1.3	\$1.9	\$1.6	\$1.8	\$1.7				\$1.9
Permit Fee \$ (K)	\$45	\$48	\$29	\$38	\$33	\$53	\$32	\$47	\$45				\$41
Inspections	597	351	612	430	474	502	619	532	709				536
Permits Issued	271	249	257	229	251	273	268	277	294				263
Plan Reviews	17	43	41	45	50	46	36	48	63				43
Min Housing	134	136	157	157	157	157							
In Process													
2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
Permit Valu.													
All Bldgs \$ (M)	\$2	\$14	\$6	\$428K	\$8	\$2	\$4	\$11	\$2	\$3	\$10	\$4	\$6
Residential \$ (K)	\$805	\$1M	\$599	\$0	2M	\$767	\$580	\$557	\$985	\$514	\$999	\$1M	\$817
Misc \$ (M)	\$5	\$2	\$2	\$2	\$2	\$1	\$3	\$2	\$1	\$2	\$1	\$2	\$2
Permit Fee \$ (K)	\$34	\$40	\$48	\$27	\$46	\$41	\$38	\$40	\$26	\$23	\$46	\$40	\$37
Inspections	614	603	531	497	603	488	533	663	516	447	500	453	537
Permits Issued	296	296	270	271	334	296	329	255	226	248	236	241	275
Plan Reviews	39	47	65	46	34	43	90	35	51	70	45	34	50
Min Housing	171	99	102	118	121	125	126	111	121	129	128	129	123
In Process													

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

- Met with (or conversed by email/phone) 4 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Over the past month, staff visited downtown businesses 17 different times.
- Continued discussions about the Neighborhood Plan and property acquisitions.
- Continued work with partners towards public use for Union Station project.
- Communicated with stakeholders about Union Station Adaptive Reuse Study.
- Collaborated with DGMA developing intake process for new merchants.
- Worked with City Staff to address Rehab Development Project.
- Working with private developers to develop residential property in and around downtown.
- Nominated new applicants for the DGDC Board and Committees.

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

- Staff worked to complete grant application for residential development.
- Staff met with 3 developers to discuss their potential interest/involvement in developing downtown properties.
- Staff met with a property development consultant to discuss neighborhood plan needs and residential development.
- Staff continued to communicate with merchants regarding updates related to COVID-19.
- Met with United Way to discuss non-profit development.
- Worked with education developer to determine feasibility of schooling downtown.
- Staff started to organize the 2020 Annual DGDC Retreat being held at the Goldsboro Event Center

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

- Facilitated and attended the following monthly meetings: DGDC Board (09/18), DGDC Executive Committee (09/09), DGDC Design, DGDC EV and DGDC Promotions Committees (09/08)
- Staff continues the 2020 event schedule based on evolving crowd restrictions, and is in process of reworking Calendar of Events in response to COVID-19 for the month of September and beyond.
- The specs for the HUB are in the works, and will include specifications for future rentals.
- Facilitated and attended a Brick Breaking Ceremony at 139 W Walnut St.
- Attended Partnership for Children meeting.
- Attended GAC & MAC meeting with the Chamber of Commerce.

Upcoming Events/Activities:

- Upcoming HUB Ribbon Cutting TBD.
- Critter Scavenger Hunt is active, maps can be picked up at the DGDC office, and The Cry Freedom Shoppe.
- Public Art installation Ceremony Friday October 16th, 2020

Businesses Opening/Properties Purchased

Other

- Downtown Goldsboro's Facebook page followers/likes grew from 11,567 to 11,582 in the month of August.

Information Technology

September 2020

Prepared By: Scott Williams

Date Prepared: September 10, 2020

- Completed upgrade of Banner test environment; Production update planned in two weeks.
- Resolved a payroll issue in Banner and resolved reporting issues in Energov.
- Installed UPS units in wiring closets.
- Resolved 800 dialing issue for some City phone numbers.
- Completed paperwork for Duke Energy Tsunami Cameras.
- Replaced check printer in Finance.
- Repaired card access for The Hub restrooms. Tested kiosk at The Hub. Started process to get power setup properly and finalize connections.
- Completed sites surveys for fiber project and assessments and completed path verification and Scope of Work.
- Completed assessments for storage and server replacements for this Fall.
- City IT Project recognized with an Excellence in Government Experience Award from the Center for Digital Government.
- Upgraded connections in Historic City Hall.
- Completed network setup for Traffic Signal System upgrades by their vendor.
- Completed Sit-Rep system to use in emergency updates.
- Setup scheduling for HR to do Open Enrollment Supplemental Benefits meetings.
- Setup live streaming equipment at Paramount.
- Completed Upgrade to the Banner Test environment.
- Changed setup on Tsunami cameras for Police to allow more data usage.

2020		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened		551	656	595	618	448	578	641	533	495				568	5,115
Tickets Closed		524	684	560	680	425	632	705	502	447				573	5,159
Open Tickets		511	483	518	456	479	425	361	392	440				452	

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

Public Works Department

September 2020

Prepared by: Chad Edge

Date Prepared: 12 October 2020

Monthly Highlights

Buildings & Grounds: Completed 22 LED lighting upgrades as part of bulb replacements at Public Works Complex and 10 LED lighting upgrades at City Hall; Assisted DGDC by delivering Kiss the Pig displays and installing banners along Center Street; Assisted Parks & Recreation by making the final connections to secure the Stoney Creek Greenway Bridge.

Distribution & Collections: Mowed areas around Gulf Street and the Seymour Johnson Outfall; Call duty responded to 20 after hour calls—total of 27 hours; Responded to major sewer spill of 8 inch forced main sewer line located by I-795 and Faith Free Will Baptist Church. Assisted with installing the Stoney Creek Greenway Bridge.

Streets & Storm water: Cleaned 7 catch basins as part of rodding/ cleaning 1713 linear ft. of storm drain system; Covered gang related graffiti on roadway along Best Street; assisted D&C with cleanup of sewer spill; cleared vegetation overgrowth from curb and gutter at six locations: Wayne Ave, Hopkins St, Dorsey St, Wilmington Ave, Denmark St, & W. Ash St (Virginia -George section) .

Departments		2020												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	22.3	12.2	35.4	17.3	3.4	18.9	18.5	25.8	9.1				18.1
	Lines Camera'd (1000-ft)	5.8	5.2	7.6	5.1	12.6	7.6	11.8	10.8	11.0				8.6
	Water Repairs	27	22	27	19	9	16	30	24	20				21.6
	Sewer Repairs	12	10	29	19	12	9	17	5	16				14.3
	Hydrants Replaced/Fixed	9	9	2	3	2	9	3	8	9				6.0
	Meter Install/Changed	34	36	33	22	30	42	33	17	21				29.8
Bldg & Grounds	Radio, Electrical, Bldg	42	23	54	50	49	58	69	63	62				52.2
	Sign Repairs	78	56	54	23	24	24	51	48	53				45.7
	ROW Mowing (ac)	0	0	44	73	101.6	98	149	135	115				79.5
	City-Owned Lots Mowing (ac)	0	0	50	92	89	88	110	64	70				62.6
Garage	Total Work Orders	228	357	209	296	245	277	292	288	285				275.2
	Total Fuel Cost (x1000)	\$ 46	\$ 67	\$ 52	\$ 60	\$ 52	\$ 56	\$ 70	\$ 53	\$ 64				57.8
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.9	1.0	1.0	1.1	1.1	1.1	1.0				0.997
	Recyclables (tons)	103	79	93	88	88	88	117	18	62				81.8
	Leaf-n-Limbs (x1000 tons)	0.4	0.7	0.1	0.9	0.9	0.7	0.8	0.7	0.6				0.656
Cemetery Funerals		5	3	9	4	2	6	5	5	6				5.0
Street & Storm	Utility Cut Repairs	0	0	18	29	10	24	26	26	34				18.6
	Pot Hole Repairs	49	83	30	28	35	50	64	30	17				42.9
	Streets Swept (miles)	48	112.3	66.2	128	123.1	142.7	145.7	138.3	68.2				108.1
	Pipe&Open Ditch Maint(1000-ft)	0.08	0.50	0.05	1.73	2.07	6.96	0.70	4.71	0.15				1.882
	Ditch mowing (1000-ft)	0.00	0.00	0.00	2.51	1.17	12.27	6.12	11.30	1.52				3.876
	Storm Pipe Repairs	1	7	5	5	5	4	5	5	5				4.7
2019														
Distribution & Collections	Utility Line Maint (1000-ft)	8.7	8.0	9.8	13.5	11.6	6.0	7.3	24.2	15.6	11.1	9.8	5.2	10.9
	Lines Camera'd (1000-ft)	10.8	11.3	9.8	8.6	11.9	1.6	6.3	14.3	10.2	13.8	5.7	1.9	8.9
	Water Repairs	27	20	16	28	19	30	34	26	37	27	17	22	25.3
	Sewer Repairs	31	7	9	34	10	18	22	10	44	38	27	25	22.9
	Hydrants Replaced/Fixed	37	16	19	10	16	3	17	13	8	40	13	19	17.6
	Meter Install/Changed	102	63	56	47	54	52	57	51	35	35	24	25	50.1
Bldg & Grounds	Radio, Electrical, Bldg	260	219	202	193	333	234	204	324	49	59	34	33	178.7
	Sign Repairs	48	72	48	29	32	67	47	25	35	18	25	41	40.6
	ROW Mowing (ac)	10	0	0	70	83	110	124	107	103	35	0	0	53.5
	City-Owned Lots Mowing (ac)	0	0	0	81	75	105	114	106	98	32	0	0	50.9
Garage	Total Work Orders	365	309	276	316	255	298	298	397	289	323	273	207	300.5
	Total Fuel Cost (x1000)	\$ 61	\$ 53	\$ 55	\$ 64	\$ 56	\$ 65	\$ 66	\$ 68	\$ 61	\$ 67	\$ 55	\$ 52	60.3
Solid Waste	Refuse (x1000 tons)	1.0	0.7	0.8	0.9	0.9	1.0	1.0	1.0	0.9	0.9	0.8	1.0	0.9
	Recyclables (tons)	13	78	83	87	95	99	103	79	62	105	85	92	81.8
	Leaf-n-Limbs (x1000 tons)	0.8	0.6	0.7	0.7	0.9	0.6	0.7	0.7	1.1	0.7	0.7	1.1	0.8
Cemetery Funerals		4	4	7	5	6	1	8	3	2	4	8	2	4.5
Street & Storm	Utility Cut Repairs	15	12	10	11	9	12	14	13	3	21	0	0	10.0
	Pot Hole Repairs	56	49	52	18	15	20	18	19	17	7	32	55	29.8
	Streets Swept (miles)	110	143	135	16	103	64	35	45	49	109	79.2	63	79.3
	Pipe&Open Ditch Maint(1000-ft)								1.26	3.85	1.27	1.1	0.45	1.6
	Ditch mowing (1000-ft)								6.05	10.52	8	7	7	7.7
	Storm Pipe Repairs								5	6	4	2	0	3.4

PUBLIC UTILITIES DEPARTMENT

September 2020

Prepared By: Michael Wagner

Date Prepared: October 8, 2020

Water Treatment Plant

- The Water Treatment Plant operations are proceeding smoothly.
 - The plate settlers' installation is ongoing. Basin #6 & #7 are certified complete.
 - The Neuse River annual dredge is on hold, due to river levels.
 - Holly/Madison Tank is down for biofilm cleaning and New Hope Tank has its new corral and will come offline for blasting and painting soon.

Water Reclamation Facility

- The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for September were 10.00 MGD
 - Two operators have resigned for higher pay, higher 401k, and lower health insurance costs at a neighboring utility. Two other staff members are retiring November 1st and December 1st respectfully.
- All of the city's 26 pump stations are operating well, with the exception of the 117 and Little Cherry pump station bar screens.
 - The obsolete telemetry system continues to be prepared for an upgrade.

Compost Facility

- Two-hundred and eighty six cubic yards of compost and mulch were sold in September 2020.

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

2020 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.032	6.201	6.318	6.117	6.639	6.779	7.033	6.529	6.564				6.468
Sewer**	9.71	13.45	9.95	8.60	10.11	12.33	10.36	12.83	10.00				10.81
Compost	283	950	824	914	727	570	237	389	286				575

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

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

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

FINANCE
SEPTEMBER 2020
Prepared By: Andrea Thompson
Date Prepared: October 9, 2020

OVERALL SUMMARY				
	FY 19-20		FY 20-21	
	Actual to Date		Actual to Date	YTD %
Revenues	September-19	Adjusted Budget	September-20	Collected
General Fund	\$ 6,069,760	\$ 42,862,916	\$ 2,727,059	6.36%
Utility Fund	4,531,438	18,545,322	4,438,034	23.93%
Downtown District Fund	9,290	117,898	6,806	5.77%
Occupancy Tax Fund	326,580	1,199,844	249,854	20.82%
Stormwater Fund	388,485	1,775,600	376,226	21.19%
Total	\$ 11,325,554	\$ 64,501,580	\$ 7,797,979	12.09%
Expenditures				
General Fund	\$ 10,389,449	\$ 42,862,916	\$ 9,417,409	21.97%
Utility Fund	4,259,974	18,545,322	2,188,870	11.80%
Downtown District Fund	1,462	117,898	975	0.83%
Occupancy Tax Fund	131,033	1,199,844	73,982	6.17%
Stormwater Fund	234,575	1,775,600	202,592	11.41%
Total	\$ 15,016,492	\$ 64,501,580	\$ 11,883,829	18.42%

MAJOR CATEGORIES				
	FY 19-20		FY 20-21	
	Actual to Date		Actual to Date	YTD %
Revenues	September-19	Adjusted Budget	September-20	Collected
Property/Occupancy Taxes	\$ 2,600,047	\$ 18,282,005	\$ 1,073,007	5.87%
Charges for Services	5,986,486	24,538,399	5,613,317	22.88%
Revenue Other Agencies	1,601,418	15,014,633	475,863	3.17%
Other Revenues	408,969	2,850,026	635,792	22.31%
Fund Balance	-	769,560	-	0.00%
Shared Services	728,633	3,046,957	-	0.00%
Total	\$ 11,325,554	\$ 64,501,580	\$ 7,797,979	12.09%
Expenditures				
Labor	\$ 6,969,197	\$ 31,673,986	\$ 6,949,151	21.94%
Non-Labor	8,047,295	32,827,594	4,934,678	15.03%
Total	\$ 15,016,492	\$ 64,501,580	\$ 11,883,829	18.42%

SELECTED OTHER INFORMATION			
	FY 19-20	Actual	Total
Collections	Actual	September-20	Collected F-YTD
Debt Setoff	\$ 46,538	\$ 511	\$ 4,275
Surplus	\$ 57,818	\$ 25,486	\$ 28,496

PLANNING

September 2020

Prepared By: Debra Creighton

Date Prepared: October 8, 2020

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 ADA Transition Plan, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. Code Enforcement issues \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City. During the month of September, three (3) tickets were issued.

Parked in Wrong Direction	0
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	1
Other (Bus Loading Zone, Crosswalk, Sidewalk)	2

2020	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Site/Subdivision Plans														
Planning Commission	2	4	2	3	2	1	3	3	2				20	2
Staff Level	0	2	1	1	1	2	2	1	2				10	1
Rezoning	2	1	1	0	0	1	0	0	2				7	1
Historic District Commission														
Commission Review	1	1	0	0	1	0	1	1	1				6	1
Staff Review	1	0	1	2	2	1	0	2	2				11	1
Code Enforcement														
Grass Cutting # Lots	0	0	0	36	53	28	82	119	53				371	62
Grass Cutting Payments	0	0	0	\$2,115	\$3,025	\$2,205	\$4,025	\$6,850	\$2,870				\$21,090	\$3,515
Junk Vehicles	0	7	2	2	27	0	0	0	2				40	4
Tagged Vehicles	0	43	7	47	2	5	25	50	26				205	23
Illegal Signs Removed	0	0	143	67	13	38	80	900	24				1265	141
Bags of Litter Picked Up	292	2438	261	187	224	197	211	250	737				4797	533

ENGINEERING DEPARTMENT

September 2020

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

Date Prepared: 10-12-2020

Stoney Creek Greenway

- The greenway extends from Royall Avenue to Quail Park along Stoney Creek, approximately 1,600 linear feet;
- Staff is awaiting authorization to construct from NCDOT;
- Project manual and final estimate are complete;
- Due to NCDOT fund balance issues schedule for advertisement of bids is unknown.

Phase IV Sewer Collection Rehabilitation

- This project is 90% complete;
- Interference boxes to be installed on Mulberry Street, a few sewer laterals to be installed in various areas, manhole testing to be performed and punch list items to be addressed to complete the project;
- A final change order will be created to address overruns and underruns in the bid line items and will be taken to City Council in November/December;
- Previous change orders amended the contract completion date to December 2020.

2019 Infrastructure Recovery (Golden Leaf Foundation)

- This project consists of sewer rehabilitation and storm drainage improvements in various areas;
- This project is 95% complete;
- Sewer rehabilitation in the vicinity of Oak Street, North Carolina Street and Grantham Street remain;
- Final completion anticipated for December 2020.

2020 Street Improvements Project

- This paving project includes:
 1. Oak Hill Drive from North Berkeley Boulevard to Green Drive;
 2. East Chestnut Street from South Slocumb Street to South Leslie Street;
 3. Hawthorne Street from Oleander Avenue to Andrews Avenue;
 4. Mimosa Street from Claiborne Street to Randolph Street;
- This project is underway with construction starting on Hawthorne Street;
- Contract completion date is February 27, 2021.

2020 Street Resurfacing

- Staff is working to develop a more detailed cost estimate to determine if additional street segments can be added;
- Once the detailed estimate is developed, staff will seek final approval from City Council prior to advertising for bids in November 2020.

2020 Wastewater System Improvements - SJAFB Sewer Outfall Improvements – FB2020-003

- City Council awarded a contract to Vortex Services, LLC on July 13th for \$370,597.40;
- In addition to SJAFB Sanitary Sewer Outfall Improvements, this project includes Glen Oak Drive Sanitary Sewer Outfall Connection;
- At the preconstruction conference held on August 31, 2020, a notice to proceed date was set for December 1, 2020 with a contract completion date of March 26, 2021.

2017 Wastewater System Improvements – FB2020-002

- City Council awarded a contract to AM-Liner East, Inc. on May 4, 2020 for \$502,287;
- The project consists of sewer rehabilitation along North Carolina Street from Holly Street to Ash Street, sewer rehabilitation along the Big Ditch Outfall from George Street south to Crump Street; and sewer rehabilitation of a 200-foot segment from the Little River Outfall into old Cherry Hospital campus;
- At the preconstruction conference held on August 25, 2020, a notice to proceed date was set for September 14, 2020 with a contract completion date of March 24, 2021.

2017 Water System Improvements

- This project consists of creating a separate pressure zone in the New Hope area by installing a booster pump station at the New Hope Water Tank and a couple of pressure reducing valves at the extreme ends of the new pressure zone;
- Design plans and specifications have been sent to NCDEQ for review in June 2020;
- Design plans and specifications are anticipated to be approved by NCDEQ by November/December 2020.

Ash Street/Alabama Avenue Sidewalk

- This project consists of installing sidewalk from the right-of-way of NC Railroad along Ash Street to Alabama Street then down Alabama Street to Oak Street;
- Construction plans are 90% complete;
- Waiting on NCDOT to install handicap ramps along the project;
- Duke Energy has relocated conflicting poles;
- Due to NCDOT fund balance issues schedule for advertisement of bids is unknown.

Best Management Practices (BMPs) Inspections

- Approximately 308 BMPs have been approved and 258 BMPs have been constructed to date;
- All BMP inspections completed through the month September 2020.

FIRE DEPARTMENT
September 2020
Prepared By: CL/JD
Date Prepared: 10.8.2020

Fire Prevention and Outreach

- Outside Community Outreach cancelled due to Covid-19 restrictions
- 9/3 – Safe Kids Virtual Tour – Station 3
- 9/14 – '20 POW/MIA Inaugural Ruck March – Bryan Multi-Sport Complex
- 9/26 – GFD Virtual Tour – GFD Training Facilities
- 9/27 – Anniversary Ride By – 1209 North Dr.

Working Structure Fires

- 9/4 – 1104 E Elm St. #B
- 9/6 – 3102 Cashwell Dr. #36
- 9/10 – 206 Horse Shoe Dr.
- 9/16 – 601 Simmons St.
- 9/22 – 1101 Gracie Pl. #A
- 9/26 – 401 S Oleander Ave.

Working Vehicle Fires

- 9/9 – 206 Daisy St.
- 9/19 – 716 Force Rd.
- 9/22 – 1101 Gracie Pl. #A

<u>2020</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:	198	187	166	111	118	208	213	213	233				183
Structure Fires:	10	4	2	1	4	4	2	2	6				4
EMS Calls:	70	81	73	7	21	74	89	68	80				63
Vehicle Accidents:	35	22	26	25	26	29	27	42	34				30
Fire Alarms:	46	29	26	38	33	46	45	49	69				42
Other:	37	51	39	40	34	55	50	52	44				45
Training Hours:	2969	3014	3138	2426	2289	2223	2351	2217	2444				2563
Safety Car Seat Checks:	3	9	2	0	2	1	0	0	0				2
Inspections:	129	119	143	73	108	134	151	108	119				120
<u>2019</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:	196	191	203	209	241	207	215	199	223	235	227	209	213
Structure Fires:	5	3	2	4	1	1	4	2	1	10	3	3	3
EMS Calls:	72	84	79	76	76	79	75	74	68	84	78	85	78
Vehicle Accidents:	27	30	40	33	39	27	22	36	33	38	36	32	33
Fire Alarms:	33	33	29	40	54	54	47	46	66	47	44	41	45
Other:	59	41	53	56	71	46	67	41	55	56	66	48	55
Training Hours:	3122	3211	3263	1804	2128	1788	1885	2995	1757	2061	1963	1322	2275
Safety Car Seat Checks:	3	8	5	4	5	8	9	10	6	6	4	2	6
Inspections:	94	86	123	118	113	71	91	114	116	107	100	76	101

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

September 2020

Prepared By: Michael D. West

Date Prepared: October 5, 2020

Total Part I Crime (Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny, Motor Vehicle Theft, and Arson) for September 2020 were 155, compared to 183 for September 2019.

Property with an estimated value of \$297,689 was reported stolen, while property with an estimated value of \$60,118 was recovered.

Officers arrested 117 people and issued 444 citations during the month. There were 33 drug-related charges.

There were zero report(s) of assaults on officers.

Revenue collected for October 2020 included:

Police Reports	\$ 508.00
Fingerprints	\$ 90.00
Special Events	\$ 25.00
Total	\$ 623.00

PART I CRIME COMPARISON & TREND															
2020	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG	
OFFENSE															
Homicide	0	0	0	0	0	0	0	1	0	0	0	0	1	.1	
Rape	1	1	0	1	0	0	5	0	0	0	0	0	8	1	
Robbery	5	7	2	0	4	6	4	5	1	0	0	0	34	4	
Aggravated Assault	11	12	14	9	9	19	25	20	28	0	0	0	147	16	
Breaking & Entering	29	27	21	23	18	27	30	36	25	0	0	0	236	26	
Larceny	112	122	113	97	79	104	108	136	94	0	0	0	965	107	
Motor Vehicle Theft	9	8	7	6	6	11	6	10	7	0	0	0	70	8	
Arson	0	0	0	0	0	1	0	1	0	0	0	0	2	.2	
TOTALS	166	177	157	136	116	168	178	209	155	0	0	0	1463	163	
2019	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG	
OFFENSE															
Homicide	0	0	0	0	0	2	0	0	0	0	0	0	2	0.2	
Rape	1	0	0	2	1	0	2	1	0	0	1	1	7	0.7	
Robbery	6	4	5	4	5	1	3	5	4	4	4	6	41	4.1	
Aggravated Assault	7	8	10	5	15	14	9	10	13	16	10	14	107	10.7	
Breaking & Entering	33	31	24	35	35	22	34	25	30	30	26	30	299	29.9	
Larceny	157	92	104	135	99	138	134	138	127	142	116	113	1266	126.6	
Motor Vehicle Theft	7	9	11	8	5	7	6	7	9	7	11	6	76	7.6	
Arson	0	1	0	0	0	0	0	0	0	0	0	0	1	0.1	
TOTALS	211	145	154	189	160	184	191	186	183	199	168	170	1799	179.9	

Parks & Recreation

September - 2020

Prepared By: Joshua Shockley/Felicia Brown

Date Prepared: 10/08/2020

- Goldsboro Golf Course – Hosted 3 Golf Tournaments – Southeastern Seniors, The Lord’s Table, and Foreplay by Cooper’s.
- Bryan MSCX – Hosted the POW/MIA Ruck on September 14th and the POW/MIA 24-Hour Walk/Run on September 17th-18th.
- Mina Weil Park – Hosted the T-Mobile Little League Home Run Derby on September 15th and 16th.

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park Rec Center													
Program Revenue	\$2,361	\$3,933	\$336	\$0	\$0	\$0	\$20	\$0	\$20				\$741
Rental Revenue	\$260	\$1,225	\$1,240	\$0	\$0	\$0	\$0	\$0	0				\$303
Facility Usage	418	1,082	267	0	0	0	0	0	36				200
Expenditures	\$4,257	\$5,205	\$2,542	\$2,270	\$1,388	\$641	\$188	\$910	\$2,608				\$2,223
WA Foster Rec Center													
Program Revenue	\$10	\$5	\$15	\$0	\$0	\$0	\$0	\$0	\$70				\$11
Rental Revenue	\$975	\$1,563	\$900	\$0	\$0	\$0	\$0	\$0	\$1,260				\$522
Facility Usage	4,050	3,604	605	0	0	0	0	0	30				921
Expenditures	\$10,396	\$8,788	\$5,335	\$2,833	\$3,216	\$3,732	\$2,980	\$1,749	\$2,781				\$4,646
Specialized Recreation													
Program Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				0
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				0
Facility Usage	354	339	197	0	0	0	0	0	0				99
Expenditures	\$2,020	\$2,164	\$1,173	\$40	\$226	\$58	\$0	\$165	\$300				\$683
Senior Programs & Pools													
Program Revenue	\$280	\$201	\$157	\$0	\$0	\$3,469	\$5,425	\$1,859	\$352				\$1,305
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
Facility Usage	1,144	1,532	674	0	33	1,107	2,772	1,398	205				985
Expenditures	\$2,223	\$2,380	\$7,343	\$4,686	\$1,961	\$12,588	\$21,173	\$12,077	\$6,149				\$7,842
Athletics, Field & Picnic Shelters, BMSC													
Program Revenue	\$3,262	\$5,000	\$5,080	\$0	\$0	\$2,420	\$1,725	\$195	\$1,200				\$2,098
Field / Shelter Rental \$	\$700	\$5,010	\$1,200	\$0	\$0	\$0	\$0	\$0	0				\$768
Facility Usage	12,865	17,845	6,585	300	644	1,522	3,425	3,724	5,130				5,782
Expenditures	\$6,663	\$14,564	\$11,999	\$13,607	\$38,561	\$7,269	\$13,661	\$9,689	\$7,792				\$13,756
Golf Course													
Revenues	\$42,254	\$16,420	\$48,796	\$55,207	\$61,268	\$50,249	\$71,304	\$46,781	\$61,011				\$50,366
Expenditures	\$44,862	\$23,671	\$55,861	\$43,212	\$42,815	\$165,446	\$32,993	\$43,191	\$41,328				\$54,820
Rounds of Golf	973	557	1,421	1,805	2,227	2,158	2,137	1,867	1,930				1,675
Net	-\$2,608	-\$7,251	-\$7,065	\$11,995	\$18,454	-\$115,197	\$38,311	\$3,589	\$19,683				-\$7,472
Special Events													
Sponsorships	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
Participation	0	0	130	0	0	0	0	0	0				14
Expenditures	\$332	\$0	\$292	\$34	\$0	\$288	\$110	\$0	\$0				\$117
TOTAL REVENUE	\$50,102	\$33,357	\$57,724	\$55,207	\$61,268	\$56,138	\$78,474	\$48,835	\$63,913	\$	\$	\$	\$56,113
TOTAL REVENUE FOR THE YEAR													\$505,018

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

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park													
Program Revenue	\$1,805	\$3045	\$1,826	\$2,928	\$3,225	\$7,242	\$16,676	\$8,574	\$690	\$1,141	\$412	\$452	\$4,001
Rental Revenue	\$860	\$1,390	\$2,455	\$1,770	\$2,270	\$3,490	\$2,765	\$2,545	\$1,140	\$1,470	\$1,105	\$1,210	\$1,873
Facility Usage	1,735	2,126	1,691	1,788	1,901	1,694	1,568	2,013	868	985	655	595	1,468
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$22,141	\$8,837	\$5,666	\$4,724	\$2,564	\$5,692	\$8,271
WA Foster Rec Center													
Program Revenue	\$200	\$1,180	\$160	\$205	\$300	\$2,890	\$4,695	\$3,235	\$90	\$40	\$30	\$50	\$1,090
Rental Revenue	\$350	\$1,275	\$350	\$1,100	\$4,600	\$1,600	\$1,200	\$2,830	\$1,180	\$1,200	\$1,135	\$837	\$1,471
Facility Usage	7899	7,848	8,320	7,525	9,663	8,624	7,452	5,007	2,570	5,081	5,526	4,729	6,687
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$32,727	\$18,189	\$9,745	\$10,914	\$10,025	\$11,261	\$15,477
Specialized Recreation													
Program Revenue	---	\$102	\$94	---	---	---	---	\$230	---	---	---	---	\$36
Rental Revenue	---	---	---	---	---	---	---	---	---	---	---	---	---
Facility Usage	413	388	467	348	1,675	277	368	562	365	459	516	150	499
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$1,851	\$2,436	\$1,001	\$2,641	\$4,306	\$590	\$2,138
Senior Programs & Pools													
Program Revenue	\$242	\$264	\$277	\$309	\$2,396	\$6,124	\$7,939	\$2,621	\$2,415	\$309	\$249	\$205	\$1,946
Rental Revenue	---	---	---	---	---	\$550	\$425	\$375	---	---	---	---	\$338
Facility Usage	1,532	1,723	1,674	3,097	2,517	4,920	5,825	3,161	1,283	1,520	1,440	871	2,464
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$20,542	\$13,897	\$2,682	\$1,645	\$1,842	\$2,046	\$7,109
Athletics, Field & Picnic Shelters, BMSC													
Program Revenue	\$5,206	\$3,573	\$8451	\$2,229	\$12,128	\$11,459	\$4,963	\$6,487	\$9,366	\$23,044	\$16,866	\$5,441	\$9,101
Field / Shelter Rental \$	\$1,600	\$150	\$610	\$890	\$1,250	\$1,480	\$1,300	\$795	\$1,755	\$898	\$1,085	\$2,438	\$1,188
Facility Usage	15,250	14,340	13,150	20,470	42,520	27,285	11,372	8,245	17,022	\$29,693	23,738	19,500	20,215
Expenditures	N/A	N/A	N/A	N/A	N/A	N/A	\$13,842	\$8,892	\$19,005	\$54,041	\$26,867	\$34,307	\$26,159
Golf Course													
Revenues	\$43,326	\$22,930	\$28,167	\$52,962	\$55,502	\$65,797	\$68,373	\$49,754	\$52,843	\$60,173	\$20,031	\$35,203	\$46,255
Expenditures	\$33,159	\$44,676	\$47,976	\$41,149	\$41,387	\$71,439	\$43,750	\$60,039	\$44,984	\$39,426	\$30,373	\$35,486	\$44,487
Rounds of Golf	808	1,088	1,741	1,799	2,528	2,812	2,511	2,659	2,316	2,139	985	1,124	1,876
Net	\$10,167	\$21,746	\$19,809	\$11,813	\$14,115	\$5,642	\$24,623	\$10,285	\$7,859	\$20,747	\$10,342	\$203	\$1,775
Special Events													
Sponsorships	\$0	\$0	\$0	\$0	\$0	\$1,450	\$1,990	\$0	\$0	\$0	\$0	\$0	\$166
Participation	0	0	125	3,000	0	180	256	60	40	2680	0	2500	737
Expenditures	---	---	---	---	---	---	\$2,345	---	\$1,305	\$1,538	\$510	\$3,707	\$784
TOTAL REVENUE													
	\$53,589	\$33,810	\$42,390	\$62,393	\$81,671	\$102,082	\$109,901	\$77,446	\$69,479	\$88,275	\$40,913	\$45,836	\$67,315
TOTAL REVENUE FOR THE YEAR													\$807,785

- Total hotel revenue generated in August was \$1,996,613, which is down -7.3% YOY. September revenue not yet released.
- For the month, TTO Facebook page had 334 new page likes. Instagram page has 45 new followers. Twitter page gained 6 new followers.
- TTO contracted WRAL Out & About as part of the annual media plan. They spent two days in Goldsboro-Wayne County filming the lesser known/ hidden gem BBQ establishments that make for a great day/overnight culinary trip for our Piedmont and Triangle populations. The show is set to air on 10/7 at 7:30pm on WRAL.
- TTO applied and was awarded \$21,000 in Marketing Credit (not actual cash) to use with Visit NC's Marketing Co-Op Recovery Program geared towards helping NC tourism destinations recover from the impacts of Covid-19. The credit will be used for digital marketing programs like Social Media, Our State e-newsletter, Accuweather apps, and Garden & Gun website banner ads.
- The Communications & Creative Services Manager position required 8 interviews with a panel of four persons from various city departments. A hiring decision is to be made the first week of October.
- The TTO is helping the King Altman Narron Park Foundation (KAN) with the editing of short promo videos to help their fundraising efforts. They intend to use the videos in grant applications through various sources of MLB funding, as well as garnering support from the community via social media ads.
- With the help of Candlelight Tour Company, TTO is launching a Ghost Tour series for the month of October. ABC11 interviewed Ashlin Glatthar and aired the segment 9/30. All tours are now sold out.

City Occupancy Tax Collections

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2020-21	\$63,053	\$79,612	\$70,672	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$213,337	\$71,112
2019-20	\$82,004	\$88,424	\$92,348	\$85,480	\$81,911	\$72,631	\$61,017	\$71,071	\$73,114	\$54,362	\$38,523	\$54,254	\$855,139	\$71,262

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 19, 2020 COUNCIL MEETING

SUBJECT: Downtown Lights Up! - Temporary Street Closing Request

BACKGROUND: Downtown Lights Up! Is an annual holiday event held downtown to celebrate the “flipping of the switch” - officially beginning the holiday season. All the decorative lights, including those along Center Street, the traffic circle Magnolia tree, and the Water Tower are turned on simultaneously. Traditionally, a festival has been organized around the tree/street lighting, but crowd restrictions will limit the elements of this year’s event. Nonetheless, trolley rides, an outdoor movie and a virtual lighting are planned to commemorate the start of the season, allowing guests to participate safely.

DISCUSSION: Downtown Development will schedule and promote the flipping of the switch in advance, allowing in-person and virtual attendees to watch from wherever they are. Six trollies have been reserved, with 3 separate loading spots, to limit crowding. Additionally, an outdoor movie will be shown at The Hub. More event features are in the works, if deemed feasible with current COVID-19 restrictions.

While safety is our first priority, it is a wonderful time of the year for people to experience downtown’s warm atmosphere and a festive evening – more important now than ever. The event will take place along Center Street from Mulberry to Spruce St, with a trolley stop on each block.

Due to the logistics of the horse drawn trolley, this event has always been promoted as a street fair. Downtown Development is requesting the closure of the 100 block of N Center and the 100 and 200 blocks of S Center from 5:00 p.m. to 9:00 p.m. to keep guests safe. Trollies will run from 5:30pm – 8:30pm, with the flipping of the switch taking place at 5:30pm.

All elements will be arranged to secure proper access to all fire hydrants, alleyways and driveways.

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

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

RECOMMENDATION: By motion, grant the requested temporary closing of the 100 block of North Center Street and the 100 and 200 blocks of South Center Street on Tuesday, November 24, 2020 from 5:00 p.m. to 9:00 p.m. to be used for activities associated with Downtown Lights Up!, subject to the above conditions.

Date: 10/13/2020

Erin Fonseca
Erin Fonseca, Interim Downtown Development
Director

Date: _____

Tim Salmon, City Manager

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

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

I. General Information

Type of Event: (please check all that apply)

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

Event Name: Downtown Lights Up!

Event Date(s): Tuesday, November 24th **Event Website:** _____

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

Description of Event (Please briefly describe the event.)

Downtown Lights Up! is an annual holiday event held downtown to celebrate the "flipping the switch" officially kicking off the holiday season. This free, family-friendly event is a community favorite.

Requested Event Location: 100 block of North Center Street and 100 & 200 Blocks of South Center Street & The Hub

Event Start Time/End Time: Tuesday, November 24th 5:30pm - 8:30pm

Set-Up: Date & Time (start/end): November 24, 9am (The Hub only), 5pm remaining

closure

Dismantle (Completion): Date & Time (start/end): Tuesday, November 24th, 9pm

Estimated Daily Attendance: 700 (broken up by scheduled time slots for trolley rides and movies)

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 5pm - 9pm

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

100 block of N Center and 100 & 200 Blocks South Center Street

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: City of Goldsboro - Downtown Development

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

Applicant Name: Erin Fonseca **Title:** Interim Director

Address: 219 N. John St.

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

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

Day of Event Contact:

Name: Erin Fonseca

Phone: 919-735-4959

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)**

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 Portable 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.)

City Receptacles

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

- ☐ Yes ☒ No Does the event involve the sale of food?
- ☐ Yes ☒ No Does the event involve the sale of alcohol?
- If "YES" has the health department been notified?
- For events with food, a letter from the health department must be submitted 30 days prior to the event.
 - Health Department: (919) 731-1000
 - The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.
 - NC ABC Commission: (919) 779-0700
- ☒ Yes ☐ No Will there be **musical entertainment** at your event?
- If "YES", please provide the following information:
- Amplification? ☒ Yes ☐ No
- Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.**
- ☒ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:
- Approximate Number of tents: 6
 - Approximate Sizes: 10x10
 - Will any tent exceed 400 sq. feet in area? ☐ Yes ☐ No
- Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.**
- **City of Goldsboro Inspections Department (919) 580-4385**
- ☒ Yes ☐ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)
- ☐ Yes ☒ No Will **admission fees** be charged to attend this event?
- If "YES", provide the cost(s) of all tickets: _____
- ☐ Yes ☒ No Will **fees be charged to vendors** to participate in this event?
- If "YES", please provide the schedule of fees: _____
- ☒ Yes ☐ No Applicant has read, in its entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. The Policy Regarding the Use of City-Owned Property for Special Events is available at <http://www.goldsboronc.gov/special-events/>.

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

VI. Miscellaneous:

Parking:

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

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

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

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

Agreement

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

Authorized Signature: Erin Fonseca Date: 10/12/20

Organization: City of Goldsboro - Downtown Development

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

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

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

For Inner Office Use Only:


Goldsboro Police Department Representative

10-15-2020
Date

Erin Fonseca
Downtown Goldsboro Representative

10/12/20
Date

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

Date



Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of COG Downtown Development 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 12 day of October, 2020.

Erin Fonseca

(SEAL)

(Applicant & Authorized Representative of Event)

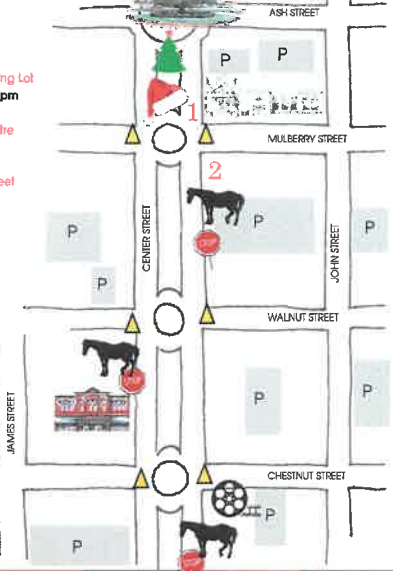
This form must be completed, signed and returned with the completed application.

DOWNTOWN LIGHTS UP!

Nov. 24th
5:30-8:30pm

City Hall
TBD
John Street Parking Lot
5:30pm - 8:30pm
Trolley Rides
Paramount Theatre
5:30-8:30pm
Trolley Rides
South Center Street
5:30-8:30pm
Trolley Rides

WHAT
EVER
YOU
DO
IT
DOWN
TOWN





City of Goldsboro

H.O. Bramer A
North Carolina
27533-9701

RESOLUTION NO. 2020-68

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

WHEREAS, Tony Garner retires on November 1, 2020 as a Plant Maintenance Mechanic with the Public Utilities Department of the City of Goldsboro with more than 20 years of service; and

WHEREAS, Tony began his career on May 8, 2000 as a Wastewater Treatment Operator II with the Public Utilities Department; and

WHEREAS, On September 2, 2009, Tony was promoted to a Plant Maintenance Mechanic with the Public Utilities Department where he has served until his retirement; and


WHEREAS, Tony 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 Tony Garner 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 to Tony our very best wishes for success, happiness, prosperity and good health in his future endeavors.
2. 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 19th day of October, 2020.




Chuck Allen
Mayor

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Mayor

Attested by:

City Clerk