

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, OCTOBER 3, 2022**



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

- I. WORK SESSION-5:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET**
 - 1. ROLL CALL**
 - 2. ADOPTION OF THE AGENDA**
 - 3. OLD BUSINESS**
 - a. HOME ARP Funding (Community Relations)
 - 4. NEW BUSINESS**
 - b. Parks and Recreation Potential Grants (Parks and Recreation)
 - c. Facility Use Lease Discussion (Information Technology)
 - d. Goldsboro's 175th Anniversary Discussion (City Clerk)
- II. CALL TO ORDER-7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET**

Invocation (Bishop Alton A. Smith, St. Mark Church of Christ, Disciples of Christ)
Pledge of Allegiance
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES**
 - A. Minutes of the Work Session and Regular Meeting of September 19, 2022
- V. PRESENTATIONS**
 - B. Employee Performance Awards
- VI. PUBLIC HEARING**
- VII. PUBLIC COMMENT PERIOD**
- VIII. CONSENT AGENDA ITEMS**
 - C. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 211 S. Slocumb Street to J.H. Moyer Enterprises, LLC. (Finance)
 - D. Set Public Hearing - Contiguous Annexation Petition – Magnolia Grove Located on the East Side of Eleventh St. between Norwood Ave. and Englewood Dr. (Planning)
 - E. SU-9-22 Two Duplexes – West side of East Ash St. at its intersection with Carriage Rd. (Planning)
 - F. Amending Chapter 32: Boards, Commissions and Departments of the City of Goldsboro Code of Ordinances (City Clerk)
 - G. Amending the City of Goldsboro General Rules of Order for Boards and Commissions (City Clerk)
- IX. ITEMS REQUIRING INDIVIDUAL ACTION**
- X. CITY MANAGER'S REPORT**
- XI. CEREMONIAL DOCUMENTS**
 - H. ~~Resolution Expressing Appreciation for Services Rendered by Michael "Kevin" Pate as an Employee of the City of Goldsboro for More Than 26 Years~~ **Removed**
 - I. Halloween Proclamation 2022
- XII. MAYOR AND COUNCILMEMBERS' COMMENTS**
- XIII. CLOSED SESSION**
- XIV. ADJOURN**



Goldsboro Home-ARP

Agency Consultation and Allocation Planning



Agenda

- HOME-ARP Overview
- Project Timeline
- Allocation Planning Process
- Agency Consultation
- Needs Assessment and Gap Analysis
- COA Pros and Cons
- Public Participation

HOME-ARP Overview

- \$5 billion for homelessness assistance and assistance to other vulnerable populations to:
 - Provide capital investment for permanent rental housing, upgrade available stock of shelter to include non-congregate shelter, and provide tenant-based rental assistance and supportive services

Qualifying Populations (QPs)
Homeless (McKinney Act definition at 24 CFR 91.5)
At-risk of homelessness (McKinney Act definition at 24 CFR 91.5)
Fleeing/Attempting to Flee Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking
Other Populations where assistance would Prevent the family's homelessness; or Serve those with the Greatest Risk of Housing Instability

Eligible Uses
Affordable Rental Housing
Tenant-Based Rental Assistance
Supportive Services
Non-congregate Shelters

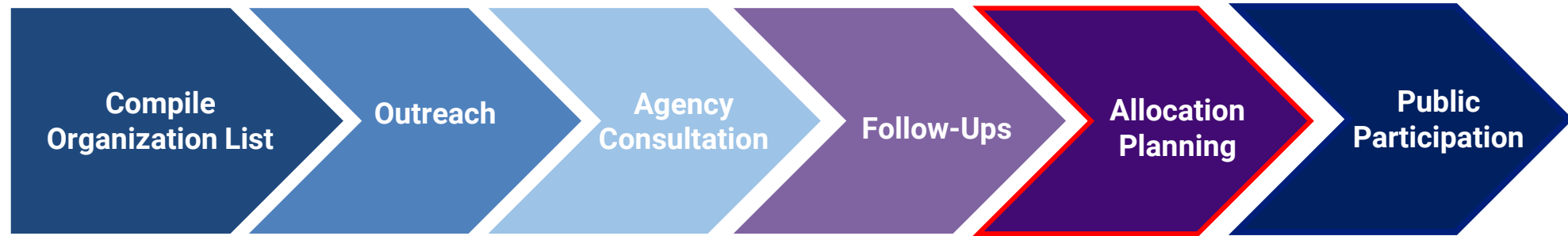
Project Timeline



**HUD requires that the public is notified of the hearing 15 days prior to the event.*

***Funds are available through September 2030.*

Allocation Planning Process



The goal of Allocation Planning is to;

- Address needs and gaps that currently exist in Goldsboro's provisioning of services to address homelessness
- Gauge opinions on how to maximize local impact with the federal funding via projects
- Prioritize eligible projects by relative importance



Agency Consultation

Agency/Org Consulted	Type of Agency/Org
Greene Lamp	Homeless Service, Rental Assistance Provider
Warm Body Warm Soul	Homeless Supportive Service provider
Volunteers of America	Homeless / Veterans Supportive Service provider
Habitat for Humanity	Home Ownership transition facilitator
United Way of Wayne County	Homeless Supportive Service provider
4 Day Movement	Homeless Supportive Service provider
WAGES (Wayne Action Group for Economic Solvency)	Homeless Supportive Service provider
Mirakal's Love for Lives (MLFL, Inc.)	Homeless Supportive Service provider
Eastpointe	Homeless Supportive Service provider
Nu Hope Village	Homeless Supportive Service provider
Goldsboro Fire Department	General Services
Laundry Love Goldsboro	Homeless Supportive Service provider
Tommy's Foundation	Homeless Supportive Service provider

Ongoing projects in Goldsboro;

- Pre-packaged meals for the homeless
- Career Resources (including a clothing center for work clothing)
- Encouraging landlords to rent to Veterans
- Mental health services for the homeless
- Emergency housing vouchers
- Rental and utilities assistance
- Laundry Services
- Non-congregate shelter provisioning

25+ local agencies were invited to attend a Working Group Session. 21 individuals were consulted and interviewed.

Needs Assessment and Gap Analysis

During Working Group sessions, we asked agencies to rank/ prioritize eligible uses of the funds according to community needs and gaps within Goldsboro the results are tabulated below:




Name	Affordable Rental Housing	Support Services	TBRA	Non-Congregate Shelters
Greene Lamp	1	2	3	4
Warm Body Warm Soul	2	4	3	1
Volunteers of America	1	3	2	4
Habitat for Humanity	2	4	1	3
United Way of Wayne County	1	3	2	4
4 Day Movement	1	3	2	4
WAGES	1	2	3	4
Mirakal's Love for Lives (MLFL, Inc.)	4	2	3	1
Eastpointe	2	4	3	1
Nu Hope Village	1	2	3	4
Tommy's Foundation	3	1	4	2
Laundry For Love	2	1	4	3
Average:	1.75	2.58	2.75	2.91
Implied Ranking	1	2	3	4

Notable Needs and Issues;

- Significant lack of non-congregate shelter for men, women and families
- Insufficient funding for organizations and initiatives that supply key supportive services
- Shortage of affordable housing
- High frequency of evictions and unemployment
- Significant need for Tenant-Based Rental Assistance (TBRA)

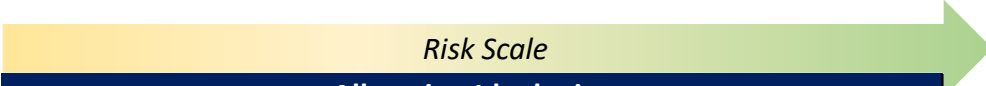
Although agencies found all eligible uses to be areas of need, Affordable housing and Support Services ranked highest

COA Pros and Cons

Course of Action	Description	Pros	Cons
 COA 1: Need and Gap Based Prioritization	Splits funding between 5 organizations based on survey-based prioritization of perceived community needs	<ul style="list-style-type: none"> • All needs and eligible expenses will be addressed, with an emphasis on the highest-ranked priorities • More organizations granted funds 	<ul style="list-style-type: none"> • High administrative burden • Potential for duplication of efforts
 COA 2: Feasibility/Availability	Splits funding between 5 organizations based on their presentation, organization, and delivery of project goals	<ul style="list-style-type: none"> • Opportunities given to several organizations • All needs and eligible expenses will be addressed 	<ul style="list-style-type: none"> • High administrative burden • Potential for duplication of efforts • Miniscule amount of funding for each project
 COA 3: Proven Success	Funds a small number of projects / organizations that have a proven track record of success in the Goldsboro community	<ul style="list-style-type: none"> • Low administrative burden • More funds to each selected organization • Higher potential for impact with selected projects 	<ul style="list-style-type: none"> • Only some community needs will be addressed • Lack of quantifiable goals/results regarding housing

The three COAs were selected based on a combination of independent research and agency consultation.

Recommended Allocations

					Risk Scale 		
Total Funding Allocation:					Allocation Ideologies		
					Survey-Based	Feasibility / Availability	Proven Success
Overseeing Agency	Project Title	Eligible Expense Category	Qualifying Populations Targeted	Proven Success	Course of Action #1 Funding Amount	Course of Action #2 Funding Amount	Course of Action #3 Funding Amount
4 Day Movement	Affordable housing and Supportive Services Enhancement	Affordable Housing, Supportive Services	All qualifying Pops	Manages and allocates \$150K / year for various programs	\$100,000.00	\$150,000.00	\$450,000.00
WAGES	Supportive Services Enhancement #2	Supportive Services	All qualifying Pops	HHS 2021 grant recipient for Early Head Start Services for 5,100 infants and families	\$100,000.00	\$125,000.00	\$450,000.00
MLFL	Restoration of Hope Village	Non-Congregate Shelter, Supportive Services	All qualifying Pops	N/A; Raised \$500K for project thus far	\$250,000.00	\$275,000.00	\$-
Greene Lamp	Tenant Based Rental Assistance Program	TBRA	Homeless	AmeriCorps grant program, CSBG Program, WIOA Workforce grant program	\$200,000.00	\$100,000.00	\$-
Nu Hope Village	Ivy Court - Tiny Homes	Non-Congregate Shelter	All qualifying Pops; Veteran Focus	Created 6 permanent veteran homes w/ 2019 HUD-VASH voucher funding	\$250,000.00	\$250,000.00	\$-
Total:					\$900,000.00	\$900,000.00	\$900,000.00

3 different courses of action have been recommended—Each is based on a particular investment ideology

Public Participation

Stage	Description
Inform	<p><i>Public Hearing will be formally announced to the public by October 20, 2022</i></p> <p><i>Date announced via;</i></p> <ul style="list-style-type: none">• <i>City Calendar</i>• <i>Facebook, Twitter, Newsletter</i>• <i>City Council Meeting</i>
Collect	<p><i>The public hearing will take place at the Council meeting on November 7, 2022. An online form will be available during that time for participants to opt to submit their feedback virtually.</i></p>
Address	<p><i>City feedback to be presented via;</i></p> <ul style="list-style-type: none">• <i>City Website</i>• <i>Facebook</i>
Develop	<p>Input public feedback and comments into the Allocation Plan draft.</p>
Distribute	<p>The finalized Allocation Plan will be disseminated on the City website. There is opportunity here for a series of social media posts to accompany it.</p>

A public hearing is required by HUD. Feedback has already been collected from 25+ community members that were consulted as part of the Agency Consultation requirement.

Project Timeline



**HUD requires that the public is notified of the hearing 15 days prior to the event.*

***Funds are available through September 2030.*

Questions?

Allocation Planning Discussion Questions

- How would you rank the following eligible expenses from highest priority to lowest in Goldsboro;
 - Affordable Rental Housing
 - Tenant-Based Rental Assistance
 - Supportive Services
 - Non-Congregate Shelters
- What are the largest gaps in Goldsboro housing and homelessness support?
- What types of housing projects in Goldsboro have been successful in the past?
- Does the City have the resources to bare the administrative burden of allocating funds to multiple organizations?

Parks and Recreation Potential Grants

Felicia L. Brown, *MPRTSM, CPRP*
Parks and Recreation Director

October 3, 2022



www.goldsboronc.gov

Background

- Parks and Recreation is eligible to apply for grants as a municipality; not as a non-profit
- Most grants have a match requirement
- Grants allow us to improve our amenities without the City paying full cost

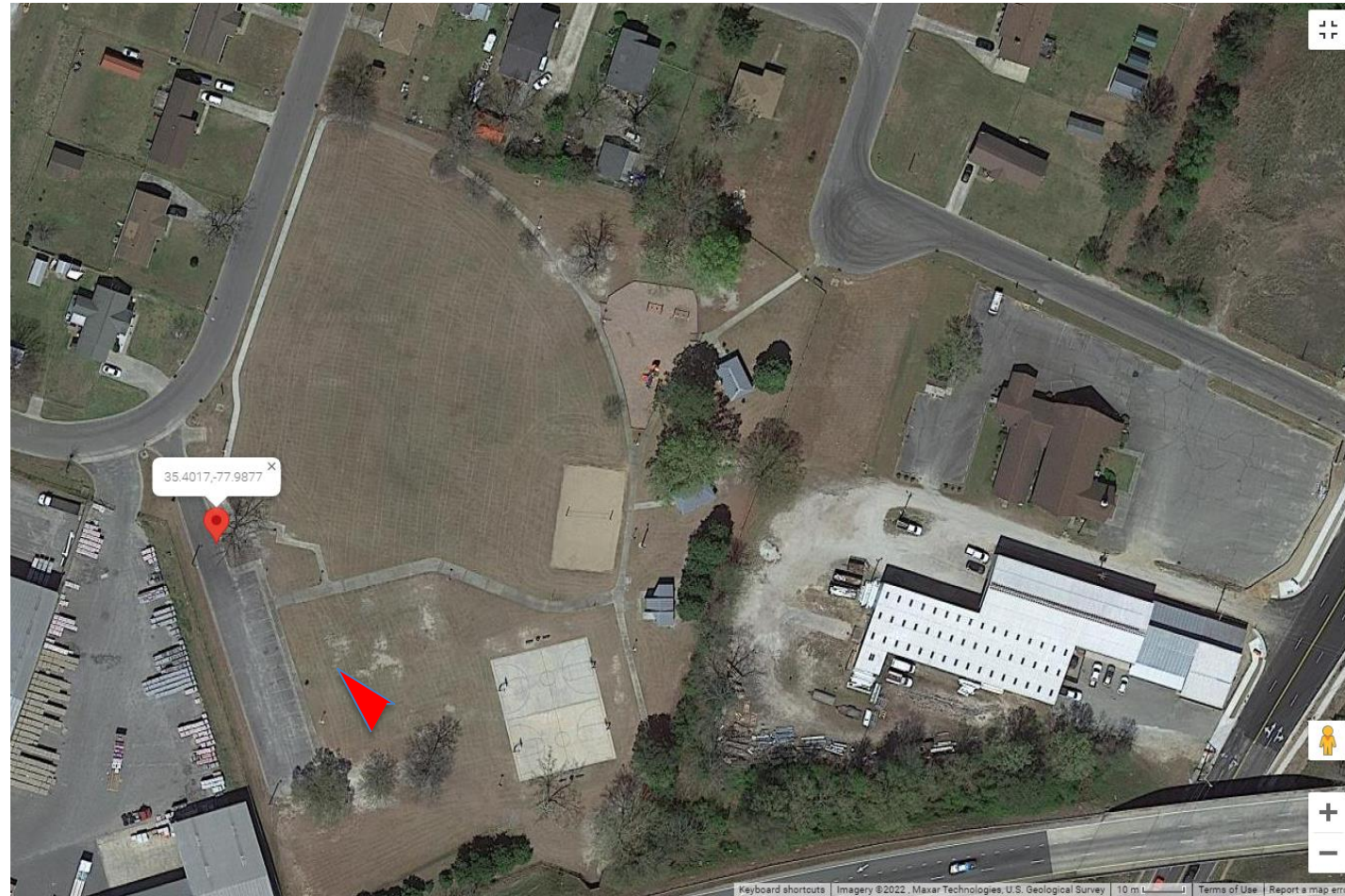
Grant Opportunities

- NC Land and Water Conservation Fund (LWCF) formerly known as Clean Water Management Trust Fund (CWMTF)
- NC Parks and Recreation Trust Fund (PARTF)
- Accessibility for Parks Grant (AFP)

PARTF Grant – Mina Weil Park



AFP Grant Project – North End Park



Havens Gardens – Washington, NC



Havens Gardens – Washington, NC



Havens Gardens – Washington, NC



Havens Gardens – Washington, NC



QUESTIONS?

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 3, 2022 COUNCIL MEETING

SUBJECT: Peacock Park Maintenance Facility Lease for North State Communications Advanced Services, LLC

BACKGROUND: The City of Goldsboro was approached by North State Communications Advanced Services, LLC (North State) with a request for a Point of Presence (POP) site on City property. The site is necessary in order to install a "Fiber-To-The-Home" project they are installing in Goldsboro.

DISCUSSION: The land needed for the POP site is located behind the Park Maintenance Facility in Peacock Park. It is a 900 square foot area where North State will install a concrete pad and prefabricated building. No staff will be located at the site.

The City did an assessment of the fair market value of the land based on an equation from the UNC School of Government and determined that an exchange of services from the company would be more reasonable and beneficial than a monetary lease fee. North State will provide the City with two fiber optic strands for three City facilities. The City will install equipment to provide internet service to the Bryan Multisport Complex, Goldsboro Fire Department Training Grounds and a redundant connection from the City Hall Addition.

RECOMMENDATION: Upon Council direction, the City Clerk will advertise a notice in accordance with NCGS 160A-272(a1) for 30 days regarding the proposed lease. An agenda item and resolution will be added to the November 7 meeting for council adoption.

Date: 09/29/2022



Scott Williams, IT Director

Date: 9/29/2022



Timothy M. Salmon, City Manager

GOLDSBORO'S 175th ANNIVERSARY

Laura Getz, City Clerk

October 3, 2022



www.goldsboronc.gov

Celebrating Our Anniversary (FREE PUBLIC EVENT)

- When: Saturday, November 19, 2022 from 11:00 a.m. - 2:00 p.m.
- Where: Goldsboro Event Center
- Cake and punch event
 - Funding will be needed for the food only (cake, punch and supplies – est. \$300.00)
 - Is Council interested in doing anything other than cake and punch? (lunch?)

Celebrating Our Anniversary (PUBLIC EVENT)

- Involvement by the Wayne County Museum (historic displays at the museum the week before and after the event)
- Historical displays provided by the Wayne County Library at the event.
- PowerPoint slide show displaying Goldsboro's history will be playing during the event.
- Cake Cutting Ceremony (mayor, council, manager) (oldest Goldsboro resident?)
- Local Historians will speak about Goldsboro's history.

Celebrating Our Anniversary (PUBLIC EVENT)

- Posters commemorating the event will be available to the public.
- Postcards with the poster image on one side and the history of Goldsboro on the opposite side will also be available to the public.
 - The posters and postcards are being printed at no charge.
- Pickleball and Cornhole will be available to the public if the weather permits.

Celebrating Our Anniversary (PUBLIC EVENT)

- IT has set up a domain for us to use during the 175th Anniversary.
- The website name is goldsboro175.com (site is not live but will be soon).
- We are encouraging citizens to participate by adding historic photos of Goldsboro, personal memories and stories about Goldsboro through the years.
- We will be advertising the event and the website after Council approval.

Celebrating Our Anniversary (PUBLIC EVENT)

Questions, Comments, Suggestions?

WORK SESSION

The Mayor and Council of the City of Goldsboro, North Carolina, met on September 19, 2022 at 5:00 p.m. in Council Chambers, City Hall, 214 North Center Street, Goldsboro, NC 27530.

Call to Order. Mayor Ham called the meeting to order at 5:00 p.m.

Roll Call.

Present: Mayor David Ham, Presiding
Mayor Pro Tem Taj Polack
Councilwoman Hiawatha Jones
Councilman Bill Broadway
Councilwoman Brandi Matthews
Councilman Charles Gaylor, IV
Councilman Greg Batts

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

Adoption of the Agenda. Mayor Ham requested the addition of a Suicide Prevention and Action Month Proclamation under Ceremonial Documents. Mayor Pro Tem Polack made a motion to accept the agenda with the necessary adjustments made. The motion was seconded by seconded by Councilwoman Jones and unanimously carried.

New Business.

Golf Cart Fleet Proposal. Obie Agbasi presented the following information:

**GOLDSBORO GOLF COURSE &
EVENT CENTER**

1501-B South Slocumb St
Goldsboro, NC 27530
919-735-0411



The logo is circular with 'GOLDSBORO' at the top and '& EVENT CENTER' at the bottom. In the center, there is a stylized 'GG' with a golf club head and shaft integrated into the design.

GOLDSBORO
GOLF COURSE
& EVENT CENTER

GOLDSBORO
WHERE DO MORE SEYMOUR
YOUTH GOLFERS
www.goldsboronc.gov

GOLF CART FLEET PROPOSAL



A photograph of a large, rustic-style golf clubhouse with a stone and wood exterior. Two golf carts are parked on a paved area in front of the building. The sky is overcast and grey.

GOLDSBORO
BE MORE. JOYOUS. BETTER.

WHY NOW

- USED CARTS RESALE VALUE IS AT AN ALL-TIME HIGH
- UTILIZING CURRENT TECHNOLOGY TO SAVE MONEY
- COST MAINTAINING CURRENT FLEET WILL CONTINUE TO RAISE WHILE LOSING VALUE
- MAXIMIZING DAILY PLAY AND TOURNAMENT ROUNDS
- STAYING COMPETITIVE
- LEAD TIME FOR ORDER

CURRENT FLEET

- WE OWN 50 GAS POWERED TXT EZGO CARTS.
- ALL HAVE SOME FORM OF EXTENSIVE WEAR AND TEAR
- 70% OF THE TIRES NEED TO BE REPLACED
- ENGINE SEALS ON 4 OR MORE CARTS
- CURRENTLY NEED TO REBUILD 2 ENGINES

DEPT. RECOMMENDATION

PURCHASE 50 LITHIUM ELECTRIC GOLF CARTS

WHY?

- A gas vehicle costs approximately \$0.90 per round in fuel costs. A lithium vehicle costs approximately \$0.09 per round in electricity costs. As an example, if a course does 20,000 rounds/year, a gas fleet will cost approximately \$1,500/month in fuel costs vs a lithium fleet costing approximately \$150/month in electricity costs.

SAMSUNG LITHIUM: PROVEN RESULTS

Zero Maintenance Batteries

50 MAINTENANCE HOURS	3 X FASTER	20 DAYS LONGER LIFE	5 X EASIER	=	250 LESS HOURS OF MAINTENANCE
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Energy Efficiency

59% MORE EFFICIENT VS. CLUB CAR	52% MORE EFFICIENT VS. YAMAHA
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5 Year Warranty

UNMATCHED AMMOUNT
5
YEAR
WARRANTY

Turf Protection

49lbs
ZERO MAINTENANCE
VS.
328lbs
GOLF A-CID BATTERIES

Consistent Performance

TEMPERATURE

GOLDSBORO LITHIUM BATTERIES

DATE

Smart Batteries

Eco Friendly

ECO
PRODUCT

GOLDSBORO
BATTERIES

GOLDSBORO GOLF COURSE FLEET CARS

RXV® ELITE™

- Quantity: 50
- Color: Platinum
- Canopy: Black
- Standard Seat: Grey
- Silver Spoke (Hub Caps)
- 2 Sand Bottles
- Split Windshield
- USB Port
- Message Holder
- Pace 7" EX GPS (optional)



GOLDSBORO

BE MORE. DO MORE. SEYMOUR

EZGO

Proposal

Goldsboro Municipal Golf Course

August 30, 2022

EZGO

Cushman

CASH PURCHASE		PAYMENT TERM		QTY	UNIT PRICE	UNIT TOTAL
YEAR	2023	MODEL	RXV ELITE	50	\$4,118.28	\$459,514.00
TOTAL UNIT AMOUNT						\$459,514.00

TRADE VALUATIONS (CASH PURCHASE)		QTY		UNIT TRADE AMOUNT	TOTAL TRADE VALUE
YEAR	2023	MANUFACTURER	EZGO	50	\$1,855,000.00
PAYABLE NET AMOUNT					\$244,514.00
CASH BACK					\$6.00

PROGRAM DETAILS

NUMBER OF PAYMENTS PER YEAR	PAYMENT MONTHS	DELIVERY	FIRST PAYMENT
12	36	August 2023	One month after delivery

SPECIAL CONSIDERATIONS

E-Z-GO Factory Direct Sales and Service. While it's our intent to build this pricing, this pricing is subject to change due to factors that are beyond the control of E-Z-GO. Final interest rates and pricing will be determined 90 days prior to delivery.

OMNIA Contract #R210001

IRC

INDUSTRIAL REAL ESTATE

ADDITIONAL NEEDS

- UPGRADE CART SHED TO SUPPORT ELECTRIC GOLF CARTS



Council discussed the total cost including charging stations. Council also discussed leasing versus buying. Mr. Agbasi shared that buying is the better option. Councilwoman Matthews asked where the money is coming from. Tim stated the money would come from next years budget. Councilwoman Jones discussed the physical and mechanical condition of the existing golf carts. Mr. Agbasi stated that less than half would not be sellable. Obie stated it will save money and it is time for a new fleet. City Manager Salmon shared he could bring a resolution and budget ordinance back to the next meeting for discussion. Councilman Gaylor asked about the mechanic that would be working on the golf carts. Council deferred the item to the next meeting to receive further financial information.

Public Art Selection for Center Street. Erin Fonseca, Downtown Development Director and Kayla Jones, Marketing and Administrative Assistant shared the following presentation:



Public Art Selection for Center Street

City of Goldsboro
Council Work Session Meeting
September 19, 2022

GOLDSBORO

BE MORE. DO MORE. SEYMOUR

Health Capital

Background

1) Center Street Design & Roundabouts

2) Options

- Purchase Art
- Lease Art
- Selection Process

3) July Applications for 22-23

PASC Members: 11 Responses



PUBLIC ART SELECTION FOR CENTER STREET PROJECT

Background

4) Public Art Steering Committee

Regular Members Include:

- Erin Fonseca, Downtown Director
- Anna Hinson, Arts Council
- Angie Waller, Wayne Community College Art Instructor

2022 Members Included:

- Kayla Jones
- Mary Archibald
- Rodney Beam
- Dreamweaver
- Joanna Ferrin
- Joanne Lysack
- Heath Radford
- Isabella Sardina
- Shyla Sutton

Background

5) 68 Pieces Reviewed

July 20

6) Shortlisted to 16

7) Public Input 7/27 to 8/5

8) Categories:

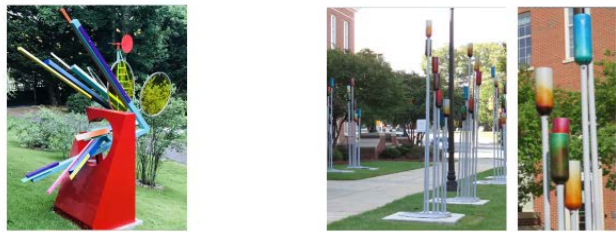
- A) Large pieces for roundabouts = \$3000
4 spaces, 6 finalists
- A) Medium pieces for medians & John Street
Parking lot entrance = \$1500
5 spaces, 10 finalists



PUBLIC ART SELECTION FOR CENTER STREET PROJECT

2

Selections: Large - Center Street Roundabouts



COSMIC DANCER
Dimensions: 10' x 10' x 4'
Materials: Painted Steel, Plexiglass

PROCESSION (6 Units)
Dimensions: 12' x 3' x 3'
Materials: Painted Steel

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections: Large - Center Street Roundabouts



PREVAIL
Dimensions: 11' x 7' x 6'
Materials: Painted Steel

F-4 PHANTOM CHALICE
Dimensions: 12' x 5' x 5'
Materials: F-4 Nosecone, Steel, Military Helmets, Cast Iron

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections: Medium – John Street Lot & Median



MEDLEY
Dimensions: 11.5' x 1.3' x 2'
Materials: Painted Steel

QUEEN BUZZY BEE
Dimensions: 10' x 10' x 9'
Materials: Painted Steel, Enamel

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections: Medium – John Street Lot & Median



PEACEFUL PASSAGE (2 pieces)
Dimensions: 9' x 6' x 2'
Materials: Aluminum

LA MUJER
Dimensions: 5.8' x 4' x 3.7'
Materials: Painted Metal

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections

- 8) Public Comments: 213 Responses
- 9) Public/PASC Recommendation - Large



PREVAIL
Dimensions: 11' x 7' x 6'
Materials: Painted Steel

SWING THING
Dimensions: 10' x 13' x 7.5'
Materials: Painted Steel

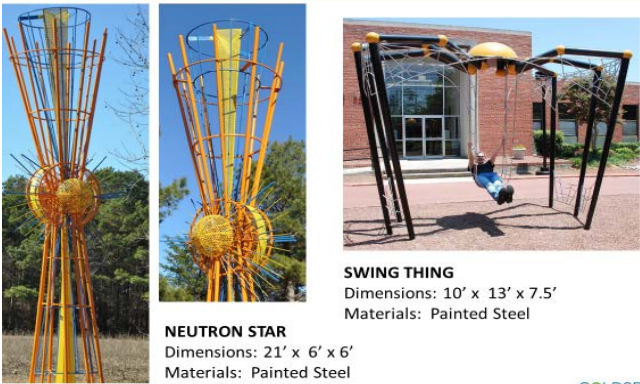
NEUTRON STAR
Dimensions: 21' x 6' x 6'
Materials: Painted Steel

PROCESSION (6 Units)
Dimensions: 12' x 3' x 3'
Materials: Painted Steel

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections: Large - Center Street Roundabouts



NEUTRON STAR
Dimensions: 21' x 6' x 6'
Materials: Painted Steel

SWING THING
Dimensions: 10' x 13' x 7.5'
Materials: Painted Steel

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections: Medium – John Street Lot & Median



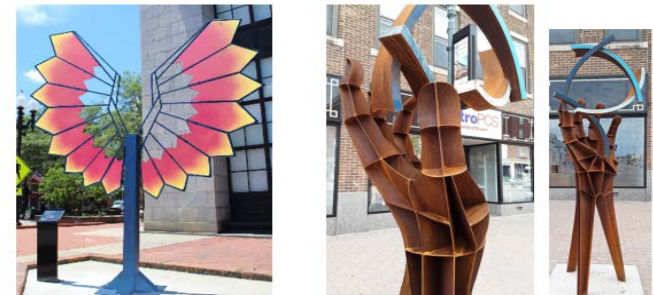
GIVE ME SHELTER
Dimensions: 8' x 5' x 2.7'
Materials: Wood, Aged Tin Roofing

REVOLUTION
Dimensions: 16' x 5' x 5'
Materials: Stainless Steel, Glass

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections: Medium – John Street Lot & Median



GUARDIAN WINGS
Dimensions: 8' x 6.5' x 12'
Materials: Steel, Wood

NEW DAWN
Dimensions: 8' x 3' x 2.5'
Materials: Cor-ten Steel, Paint

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections: Medium – Medians & John Street Lot



AERIAL
Dimensions: 7.5' x 5.3' x 5'
Materials: Steel

UMUSAMBI
Dimensions: 7' x 2.5' x 3'
Materials: Painted Steel

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



Selections

- 9) Public/PASC Recommendation - Medium



GIVE ME SHELTER
Dimensions: 8' x 5' x 2.7'
Materials: Wood, Aged Tin Roofing

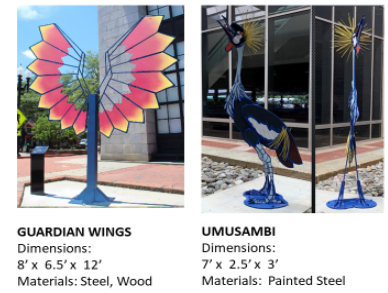
REVOLUTION
Dimensions: 16' x 5' x 5'
Materials: Stainless Steel, Glass

PEACEFUL PASSAGE (2 pieces)
Dimensions: 9' x 6' x 2'
Materials: Aluminum

PUBLIC ART SELECTION FOR CENTER STREET PROJECT



9) Public/PASC Recommendation – Medium Cont’d



Art Installation Ceremony is Scheduled for
Friday, October 14, 2022 - Noon
The HUB – 200 S. Center St.

Mayor Ham asked about the maintenance of the artwork (swing). Mrs. Fonseca shared that the artist maintains the artwork. Council had no further discussion concerning the art installation.

Council Committee Discussion. Mayor Ham asked council members for volunteers or recommendations for the GWTA board and the TAC board. The following volunteers were discussed:

Goldsboro Wayne Transportation Authority (GWTA) - Councilman Batts volunteered for the position.
Transportation Advisory Committee (TAC), alternate position - Councilmember Broadaway volunteered for the position.

A motion was made by Councilman Gaylor to appoint Councilmember Batts to the GWTA board and Councilman Broadaway to the Transportation Advisory Committee (TAC), alternate position. The motion was seconded by Mayor Pro Tem Polack. Mayor Ham, Mayor Pro Tem Polack, Councilwoman Jones, Councilwoman Matthews and Councilman Gaylor voted in favor of the motion. Councilman Broadaway and Councilman Batts did not vote, however, pursuant to NCGS G.S. 160A-75, their vote would be considered an affirmative vote. The motion passed 7:0.

Consent Agenda Review. Each item on the consent agenda was reviewed. The following items were discussed.

Item I. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 1005 Ivy Street to Janice Johnson. Council discussed the upset bid process. Upon motion of Mayor Pro Tem Polack, seconded by Councilman Batts and unanimously carried, Council accepted the bid.

Item J. City Attorney Contract. Council discussed the city attorney’s contract. Councilwoman Matthews asked about hiring a part-time staff attorney. Councilwoman Jones asked about negotiating the rate. Council discussed the issue. Councilwoman Matthews made a motion to remove the item from the Consent Agenda and make it an Item Requiring Individual Action. The motion was seconded by Councilwoman Jones. Mayor Pro Tem Polack, Councilwoman Jones, Councilwoman Matthews and Councilman Gaylor voted for the motion. Mayor Ham, Councilman Broadaway and Councilman Batts voted against the motion. The motion passed 4:3.

Item K. Public Records Request Policy Amendment. Council discussed the proposed changes with City Clerk Laura Getz and City Attorney Ron Lawrence.

Closed Session Held. Upon motion of Councilwoman Jones, seconded by Mayor Pro Tem Polack and unanimously carried, Council convened into Closed Session to discuss economic development.

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

The meeting recessed at 6:56 pm.

CITY COUNCIL MEETING

The City Council of the City of Goldsboro, North Carolina, met in Regular Session in Council Chambers, City Hall, 214 North Center Street, at 7:01 p.m. on September 19, 2022.

Mayor Ham called the meeting to order at 7:01 p.m.

Roll Call.

- Present:
- Mayor David Ham, Presiding
 - Mayor Pro Tem Taj Polack
 - Councilwoman Hiawatha Jones
 - Councilman Bill Broadaway
 - Councilwoman Brandi Matthews
 - Councilman Charles Gaylor, IV
 - Councilman Greg Batts

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

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

Approval of Minutes. Mayor Pro Tem Polack made a motion to approve the minutes Work Session and Regular Meeting of September 6, 2022. The motion was seconded by Councilman Broadway and unanimously passed.

Public Hearing.
SU-9-22 Two Duplexes – West side of East Ash St. at its intersection with Carriage Rd. Public Hearing Held.
After being properly sworn in, Austin Brinkley, Assistant Planning Director presented the following:

Address: 110 Carriage Rd.

PARCEL #: 3518968518

PROPERTY OWNER/APPLICANT: PQP II LLC/Phil Grant

The applicant requests a Special Use Permit for the establishment of two duplexes (multi-family 3 or more units), located in the Residential 12 (R-12) Zoning District. The Residential 12 district is established to accommodate both single and multi-family residential uses and to prohibit all activities of a commercial nature, except certain home occupations. Multi-family dwellings shall have 12,000 sq feet of land area for the first unit and a additional 6,000 square feet for each additional unit.

According to the City’s Unified Development Code, Multi-Family (3 or more units) is permitted only after obtaining a Special Use Permit from Goldsboro City Council.

Frontage: 290 ft.
Area: 0.74 acres
Density: Maximum of 4 units allowed
Zoning: Residential 12 (R-12)

Existing Use: Vacant

The City’s Land Use Plan locates this parcel within the Low-Density Residential land use designation. This designation was given based off of existing residential development patterns, constraints to development, and the location of infrastructure. The desired development density for the Low-Density Residential land use designation is 2.5 units per acre. The corresponding zoning districts for the Low-Density Residential designation are Residential 20 (R-20) and Residential 40 (R-40).

Approval criteria for multi-family developments requiring a special use permit from Goldsboro City Council are as follows:

Common area equal to twenty percent of the entire development shall be preserved, maintained, and improved by the development owner for active recreational use. The open space shall be held in common ownership, for the perpetual benefit of residents of the development, by a legally established corporation, association, or other legal entity, or be dedicated to the City of Goldsboro as a public park on terms that the City Council agrees to.

Minimum spacing between buildings shall be twenty feet.

A landscaping plan will be required with site plan submittal. Homeowners’ association shall be responsible for maintenance of all on-site landscaping. A twenty-foot opaque Type C buffer shall be required due to the presence of single-family dwellings on adjacent properties.

Access to the site is off Carriage Rd. The access driveway must be at least fifteen feet from residential structures.

Parking must be at least ten feet from residential structures. A minimum of eight parking spaces is required.

Sidewalks are required along the perimeter of the development adjacent to the right-of-way as well as connecting the residential buildings to the parking area.

Outdoor lighting is required for security. A lighting plan will be required with site plan submittal.

At least 24 square feet of storage shall be provided for each dwelling unit.

Trash collection areas shall be screened by a wall, opaque fence, or landscaping from public view as well as any dwelling unit.

Staff has distributed this proposed special use permit to several different departments as well as Seymour Johnson Air Force Base and NCDOT. During this review process Seymour Johnson indicated that this proposal is located within the Inner Horizontal Surface and the recommended maximum height above sea level in this area is 249 feet.

City water and sewer is available to serve the property. Certain utility fees will be due prior to the issuance of building permits. Requests that a separate sewer service be provided for each apartment. Recommend using existing taps instead of core drilling manhole.

Council shall now close the Public Hearing, enter into deliberation, and vote on each of the four findings in order to determine whether or not the Special Use Permit shall be issued. See the attached worksheet for the four findings to be voted on and staffs comments related to each finding. Council shall sign the Order to Approve or Deny, that reflects the results of the hearing and deliberation at the October 3, 2022, City Council meeting.

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

Council voted on the four findings below:

1. The proposal is to establish two duplexes. Staff finds that this use would not pose any immediate threat to public health or safety.
 - a. Mayor Pro Tem Polack made a motion that the use will not materially endanger the public health or safety. The motion was seconded y Councilman Broadaway and unanimously carried.
2. Staff found no evidence presented with the application that indicates the use will injure the beneficial use of adjoining or abutting property.
 - a. Councilman Batts made a motion that the use will not substantially injure the beneficial use of adjoining or abutting property. The motion was seconded by Councilman Gaylor and unanimously carried.
3. The proposed use will be located in the Residential 12 (R-12) Zoning District. Staff finds that the proposed use of two duplexes would be in harmony with the surrounding residential area and does not exceed the permitted density for the Residential 12 (R-12) Zoning District.
 - a. Councilman Broadaway made a motion that the use will be in harmony with existing development and uses within the area in which it is located. The motion was seconded by Councilman Gaylor and unanimously carried.
4. The Land Use Plan shows the property as being in the Low-Density Residential designation staff finds that this proposed use will not serve as a detriment to this designation due to the limited number of units allowed on the 0.74 acre lot.
 - a. Mayor Pro Tem Polack made a motion that the use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan. The motion was seconded by Councilwoman Jones and unanimously carried.

Public Comment Period. Mayor Ham opened the public comment period.

1. Terrie Bradley, Chair of the Commission on Community Relations and Development introduced herself and shared information on the Commission. She also shared input on the Golf Cart proposal.
2. Washea Lancaster, Co-Chair of the Commission on Community Relations and Development introduced herself and shared the committee has great things going and council will see them more often.

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

Consent Agenda – Approved as Recommended. City Manager Tim Salmon presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Item J. City Attorney’s Contract was removed from the Consent Agenda during the Consent Agenda review in the work session. Mayor Pro Tem Polack moved the items on the Consent Agenda, Items C-I and K-L, be approved as recommended by the City Manager and staff. The motion was seconded by Councilman Gaylor and a roll call vote resulted in all members voting in favor of the motion.

The items on the Consent Agenda were as follows:

Resolutions Approving Goldsboro Water and Wastewater Asset Management Plans. Resolutions Adopted. On January 24, 2022, the City Council authorized engineering services with WithersRavenel, Inc. to develop Asset and Inventory (AIA) for the City of Goldsboro Drinking Water and Wastewater Systems.

The Asset Inventory and Assessment (AIA) Grant program was authorized by NC Session Law 2015-241 and is administered by the NCDEQ, Division of Water Infrastructure. This program is intended to encourage water and sewer utilities to become more viable and proactive in the management and financing of water and wastewater infrastructure.

The program is specifically useful for assisting communities with developing asset inventories, condition assessment of critical assets, and collecting other necessary components of a comprehensive asset management program.

In 2019, the City received the maximum available AIA Grant award of \$150,000 for study of its wastewater system and \$150,000 for study of its drinking water system. WithersRavenel has submitted the results of the water and wastewater studies that will serve as the City’s Water Asset Management Plan (AMP) and Wastewater Asset Management Plan (AMP).

Staff has reviewed both plans and recommends approval by City Council.

It was recommended that Council adopt the following entitled resolutions approving the Water Asset Management Plan and the Wastewater Asset Management Plan. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

RESOLUTION NO. 2022-88 “RESOLUTION APPROVING GOLDSBORO WATER ASSET MANAGEMENT PLAN (AMP) PREPARED BY WITHERSRAVENEL, INC.”

RESOLUTION NO. 2022-89 “RESOLUTION APPROVING GOLDSBORO WASTEWATER ASSET MANAGEMENT PLAN (AMP) PREPARED BY WITHERSRAVENEL, INC.”

Approval of Resolution to Request Funding through State Grants (American Rescue Plan Act – ARPA) for Wastewater System Improvements. Resolution Adopted. Session Law 2020-79 was signed into law on July 1, 2020 to improve viability of the water and wastewater systems of certain units of local government. The State Water Infrastructure Authority and the Local Government Commission have developed criteria to assess local government units and identify distressed units.

The City of Goldsboro has been designated as a distressed unit and intends to make grant applications for the following project. The estimated cost for this application is \$8,522,650.

- Conduct the rehabilitation of approximately 34,000 linear feet of more than 40-year-old sanitary sewer main. This project will use various methods including CIPP, pipe bursting, and open-cut to rehab this old infrastructure. The City also proposes to rehab approximately 350 sewer services using T-Liner with CIPP, and open-cut. Approximately 200 manholes will be either replaced or lined using a cementitious liner material.

The NC Division of Water Infrastructure (DWI) is hosting a funding round for the Clean Water SRF and Drinking Water SRF programs. Applications are due September 30, 2022. Staff recommends applying for assistance through DWI funding for the project listed above.

Funding requests for the project detailed above require the adoption of a resolution authorizing the City Manager to execute and file an application on behalf of the City of Goldsboro. Any grants received would be brought back to City Council for approval.

It was recommended that Council adopt the following entitled resolution authorizing the City Manager to execute and file an application on behalf of the City Goldsboro with the State of North Carolina. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

RESOLUTION NO. 2022-90 “RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NC DIVISION OF WATER INFRASTRUCTURE FOR WASTEWATER SYSTEM IMPROVEMENTS”

Approval of Resolution to Request Funding through the State American Rescue Plan Act (ARPA) for Stormwater Improvement Projects. Resolution Adopted. Session Law 2020-79 was signed into law on July 1, 2020 to improve viability of the water and wastewater systems of certain units of local government. The State Water Infrastructure Authority and the Local Government Commission have developed criteria to assess local government units and identify distressed units.

The City of Goldsboro has been designated as a distressed unit and intends to make applications for the following projects. The estimated cost for this application is \$1,998,250.

- Conduct stormwater improvements for the following areas:
Musgrave Manor Subdivision
Lockhaven Drive

The NC Division of Water Infrastructure (DWI) is hosting a funding round for the Clean Water SRF and Drinking Water SRF programs. Applications are due September 30, 2022. Staff recommends applying for assistance through DWI funding for the projects listed above.

Funding requests for the projects detailed above require the adoption of a resolution authorizing the City Manager to execute and file an application on behalf of the City of Goldsboro. Any funding received would be brought back to City Council for approval.

It was recommended that Council adopt the following entitled resolution authorizing the City Manager to execute and file an application on behalf of the City Goldsboro with the State of North Carolina. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

RESOLUTION NO. 2022-91 “RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NC DIVISION OF WATER INFRASTRUCTURE FOR STORMWATER IMPROVEMENT PROJECTS”

Supplemental Agreement between the City of Goldsboro and the North Carolina Department of Transportation for EB-5707 Stoney Creek Greenway Safe Routes to School Project. Resolution Adopted. On June 26, 2017, the City Council authorized an agreement with the North Carolina Department of Transportation for a “Safe Routes to School” Project along Stoney Creek Greenway beginning approximately 160 feet north of Royall Avenue and proceeding approximately 1,604 linear feet along Stoney Creek to the Quail Park parking lot, as shown on the attached map. The greenway will follow an existing sanitary sewer outfall until entering the park property. All property for the greenway is currently owned by the City of Goldsboro. NCDOT designated funds allocated by the Federal Highway Administration up to and not to exceed the maximum award amount of \$187,500 for this project.

The City of Goldsboro opened bids on August 8, 2022 for the Stoney Creek Greenway Project. The low bid was submitted by Fred Smith Company for \$316,217. Due to rising construction costs, staff requested the possibility of additional funding from NCDOT for this project.

The North Carolina Department of Transportation has allocated additional funds of \$180,000 for this project and submitted a supplemental agreement for execution by the City of Goldsboro to include the additional allocated funds. The revised funding table noted in the supplemental agreement shows a total estimated project cost of \$367,500.

Staff has reviewed funding of this project with the Finance Director and it has been determined that a budget ordinance is required and will be presented to City Council by the Finance Director.

It was recommended that Council adopt the following entitled resolution authorizing the Mayor and City Clerk to execute a Supplemental Agreement with the North Carolina Department of Transportation for disbursement of funds pertaining to the construction of a 10-foot wide Stoney Creek Greenway Project. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

RESOLUTION NO. 2022-92 “RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A SUPPLEMENTAL AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR A “SAFE ROUTES TO SCHOOL” PROJECT ALONG STONEY CREEK GREENWAY (TIP #EB-5707)”

Contract Award for EB-5707 Stoney Creek Greenway Project Formal Bid No. 2022-002. Resolution Adopted. On Monday, August 8, 2022, four sealed bids were received for the Stoney Creek Greenway Project.

Fred Smith Company submitted the low bid for the Stoney Creek Greenway Project for a total cost of \$316,217. The bids received for this project are tabulated as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
Fred Smith Company Wilson, NC	\$316,217.00
Allen Grading Company Goldsboro, NC	\$323,500.00
Lanier Construction Co. Snow Hill, NC	\$339,266.00
Hine Sitework, Inc. Goldsboro, NC	\$382,692.50

The proposed work consists of installation of a 10-foot-wide greenway along Stoney Creek between Royall Avenue and extending northwards to the Quail Park parking lot.

NCDOT has agreed to reimburse up to \$367,500 through their Safe Routes to School Program Fund.

The bids for this project have been reviewed by the Engineering Department, checked for accuracy, and found to be in order.

We have reviewed the financing of this project with the Finance Director and determined that \$187,500 is available in the Stoney Creek Greenway Project Fund in the FY2022-23 budget. The City has been designated as a recipient to receive additional funds of \$180,00 allocated to the NCDOT by the Federal Highway Administration up to and not to exceed the maximum award amount of \$367,500 for the greenway project. The FY22-23 operating budget has been amended to appropriate the additional funding by NCDOT.

It was recommended that Council adopt the following entitled resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$316,217 with Fred Smith Company for the Stoney Creek Greenway Project contingent upon NCDOT approval. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

RESOLUTION NO. 2022-93 “RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR STONEY CREEK GREENWAY PROJECT (TIP #EB-5707) FORMAL BID NO. 2022-002”

Operating Budget Amendment FY22-23. Ordinance Adopted. Council adopted the FY22-23 annual operating budget on June 20, 2022. Council was presented a resolution to accept a grant and authorize the Mayor and staff to execute an agreement with the NC Department of Transportation related to the Stoney Creek Greenway:

Safe Routes to School (7217)	\$187,500.00
SRTS (11305)	\$180,000.00
Total Project EB-5707	\$367,500.00

It is necessary to amend the operating budget and appropriate the expenditures so that staff may proceed with the award of the bid and begin executing the terms of the grant agreement. The expenditures will be funded with grant reimbursement revenue from the NC Department of Transportation. There is no local match requirement.

It was recommended that Council adopt the following entitled ordinance to amend the FY22-23 Operating Budget for the General Fund for the Stoney Creek Greenway project. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

ORDINANCE NO. 2022-51 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE CITY OF GOLDSBORO FOR THE 2022-23 FISCAL YEAR”

Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 1005 Ivy Street to Janice Johnson. Resolution Adopted. Staff has received an offer to purchase city/county owned property. Council must either accept or reject the offer, and if accepted authorize advertisement for upset bids (G.S. 160A-266 and 160A-269).

Council approved the offer and upset bid process at the July 11th meeting. The Wayne County Commissioners rejected the offer, and adopted a policy that the City shall notify all adjoining property owners of the upset bid for all jointly owned properties to be considered for County approval.

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

1005 Ivy Street	
Offeror: Janice Johnson	
Offer: \$1,230.00	
Bid Deposit: \$61.25	
Parcel #: 51766	Pin #: 3509310786
Tax Value: \$2,450.00	Zoning: R-6

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a personal check. The Planning Department shall notify the adjoining property owners via mail that the property is available for sale via upset bid.

It was recommended that the Council accept an offer on 1005 Ivy Street and adopt the following entitled resolution authorizing Finance to advertise for upset bids. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

RESOLUTION NO. 2022-94 “RESOLUTION AUTHORIZING UPSET BID PROCESS”

Public Records Request Policy Amendment. Policy Adopted. City Council approved the City’s current Public Records Request Policy on April 6, 2020. Council discussed the current policy at the July 11, 2022 meeting.

Staff is requesting to amend the current Policy removing language regarding public records with Short Term value, adding a definition for extensive public records, acknowledging public records, responding to public records and other administrative changes in the policy.

It was recommended that Council consider adopting the attached Public Records Request Policy. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

Departmental Monthly Reports. Accepted as Information. The various departmental reports for August 2022 were submitted for Council approval. It was recommended that Council accept the reports as information. Consent Agenda Approval. Polack/Gaylor (7 Ayes)

End of Consent Agenda.

Items Requiring Individual Action.

City Attorney Contract. Resolution Adopted. On December 18, 2017, City Council approved the City's Attorney's contract in the amount of \$150.00 per hour for the attorney and \$60.00 per hour for legal assistants/paralegals. The current hourly rate for all legal services, and other support staff, attorney, legal assistant, and/or paralegal services shall increase upon the automatic renewal of this contract biennially (i.e. every 2 years) at the rate of Five percent (5%).

Ron Lawrence of Everett, Womble and Lawrence has requested a rate of \$200.00 per hour and \$85.00 per hour for legal assistants/paralegals. The hourly rate for all legal services, and other support staff, attorney, legal assistant, and/or paralegal services shall increase upon the automatic renewal of this contract biennially (i.e. every 2 years) at the rate of Five percent (5%).

The law offices of Everett, Womble, and Lawrence have served the City of Goldsboro for many years and its attorneys have significant institutional knowledge regarding the City. The City Attorney advises the City Council and City staff and manages all legal matters for the City.

It was recommended that Council adopt the following entitled resolution amending the contract for the City Attorney effective October 1, 2022.

Councilwoman Matthews discussed the city attorney contract passed by Council in 2017, discussed giving others the opportunity to apply for the position and discussed reviewing the possibility of a part-time staff attorney. Councilwoman Jones discussed negotiating the rate and tabling the item. Councilman Gaylor discussed that an increase in the budget for the city attorney is not being proposed. Mayor Ham shared that the contract term begins October 1, 2022, ends September 30, 2023 and may automatically renew depending on council decision at that time.

Mayor Pro Tem Polack made a motion to adopt the city attorney contract amendment. The motion was seconded by Councilman Broadaway. Mayor Ham, Mayor Pro Tem Polack, Councilman Broadaway, Councilman Gaylor and Councilman Batts voted for the motion. Councilwoman Jones and Councilwoman Matthews voted against the motion. The motion passed 5:2.

RESOLUTION 2022-95 "RESOLUTION AMENDING THE CITY ATTORNEY'S CONTRACT"

City Manager's Report. City Manager Tim Salmon shared the following: the Community Relations Department has published the annual CAPER on September 12 and it is out for public comment for 15 days in several locations; HOME ARP funding will be discussed at the next council meeting; Nonprofit agreements went out last week; Goldsboro Golf Course has city championships October 1-2; POW MIA events were held this week and he thanked the Fire and Police Departments for their support; he also thanked the Elks Lodge for hosting a dinner for veterans. City Manager Salmon also acknowledged and thanked the Downtown Development Department and DGDC partners for the Annual Dinner. He acknowledged the Shred Event recently held for citizens. He congratulated Doug McGrath for receiving the Spirit of Hope Award by the U.S. Air Force. He congratulated the Air Force on its 75th birthday. In closing, he made a plea for citizens to apply for Boards and Commission vacancies.

Ceremonial Documents.

Resolution Expressing Appreciation For Services Rendered By Harry McClarin As An Employee Of The City Of Goldsboro For More Than 27 Years. Resolution Adopted. Harry McClarin retires on October 1, 2022 as a Solid Waste Heavy Equipment Operator with the Public Works Department of the City of Goldsboro with more than 27 years of service. Harry began his career on July 5, 1995 as a Laborer II with the Public Works Department. On October 19, 2005, Harry was promoted to Motor Equipment Operator II with the Public Works Department. On July 1, 2016, Harry was reclassified to Equipment Operator with the Public Works Department. On July 4, 2018, Harry was reclassified to Solid Waste Heavy Equipment Operator with the Public Works Department, where he has served until his retirement. Harry has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees, and the citizens of the City of Goldsboro, of expressing to Harry McClarin their deep appreciation and gratitude for the service rendered by him to the City over the years and expressed to Harry their very best wishes for success, happiness, prosperity, and good health in his future endeavors. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 19th day of September, 2022.

A motion was made by Councilwoman Jones to adopt the retirement resolution. The motion was seconded by Councilman Batts and unanimously carried. Council adopted the following entitled Resolution.

RESOLUTION NO. 2022-96 "RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY HARRY MCCLARIN AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 27 YEARS"

Suicide Prevention Proclamation. Read by Councilman Broadaway, Goldsboro City Council does hereby proclaim the month of September as NATIONAL SUICIDE PREVENTION & ACTION MONTH and call upon our community to observe this month with compelling programs and events that support this year's observance. The Goldsboro City Council asks all citizens to support Suicide Prevention Awareness by attending the Suicide Prevention Awareness Vigil on September 30, 2022 at 7:00 pm on the steps of Historic City Hall.

Mayor and Councilmembers' Comments.

Councilwoman Jones asked citizens to be careful and that she is concerned about crime in our community. She asked if you see something, take action and say something. She asked ladies to take extra precautions. She also shared October is anti-bullying and a lot of kids kill themselves because they are being bullied. It is important for parents to talk to their children. She asked kids to tell someone if they are being bullied.

Councilman Broadway congratulated DGDC for the ceremony at the Annual Dinner and congratulated those people who have started a new business. He also congratulated Mr. Doug McGrath.

Mayor Pro Tem Polack shared that over 1,900 individuals have signed a petition to dedicate the name of the current football field to commemorate the life of Coach Elvin James. He asked council to be supportive of the county and school board if the issue arises in their meetings. He also shared information about concerns with the Patrick Best track.

Councilwoman Matthews shared information for District 4 residents regarding the mental health and self-care calendar. She also mentioned the Suicide Vigil on the steps of City Hall on September 30, 2022, sponsored by the Commission on Community Relations and Development.

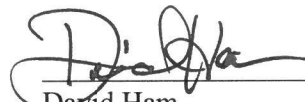
Councilman Gaylor shared that the DGDC Annual Dinner was fantastic and thanked city staff and board members who were there to support the event. He also shared comments about Best of the Boot and the number of businesses that were recognized at the DGDC event and in the Best of the Boot.

Councilman Batts thanked department heads and city employees who do a fine job each day for our city. He shared that he went to the POW MIA event and enjoyed the event.

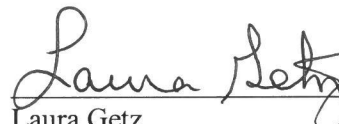
Mayor Ham mentioned crime and shared if you see something to report it. He also mentioned the DGDC Annual Dinner and that the Lifetime Achievement Award was awarded to Julie Metz and it was well deserved. He also acknowledged and thanked Doug McGrath for what he does for the city.

There being no further business, Mayor Ham adjourned the meeting at 7:43p.m.





David Ham
Mayor



Laura Getz
City Clerk

CITY OF GOLDSBORO

THIS IS TO CERTIFY THAT

THE EMPLOYEE OF THE YEAR AWARD

(Fiscal Year 2021-2022)

HAS BEEN AWARDED TO

ENGINEER DAVID GRICE

FOR

OUTSTANDING ACHIEVEMENT

David is the absolute definition of a star employee. He gives his heart and soul on a daily basis for the betterment of his company and his department. He displays exceptional leadership qualities and an infectious work ethic that spreads throughout his company and his station. Above his normal duties as an engineer, David is also the team leader for the Fire Explorer program, taking young individuals and allowing them to experience the team concept of the fire service. He serves as leader, mentor, and role model, teaching these young individuals a range of skills, from properly rolling a fire hose, to effective job interview skills. David volunteers for the betterment of the children involved, and because he feels so passionate about the fire service and his community. David serves as the leader of the annual breast cancer t-shirt fundraiser program, overseeing the entire process, from design development to the presentation of the check to the Cure for Colors director. David is also in charge of the car seat safety program working closely with Safe Kids of Wayne County. He single-handedly oversees the training and certification maintenance for the entire department because of his passion for helping the community and the fire department. David is an outstanding employee, always setting the bar higher for himself and others. David's work ethic and accomplishments reflect well on himself and the City of Goldsboro.

AWARDED THIS DAY

OCTOBER 3, 2022



DAVID HAM
Mayor
City of Goldsboro



TIMOTHY SALMON
City Manager
City of Goldsboro

CITY OF GOLDSBORO

THIS IS TO CERTIFY THAT

THE SUPERVISORS OF THE YEAR AWARD (Fiscal Year 2021-2022)

HAS BEEN AWARDED TO

LEE PETER and MAJOR PAIGE LEARNARD

FOR OUTSTANDING ACHIEVEMENT

Lee consistently exhibits patience, understanding, and empathy to everyone that she encounters; resolving every customer issue in a fair and expedient manner. She manages to handle many customer concerns and problems; supervise the billing and collections and meter staff; and monitor the AMI system and the utility billing system with effortless grace and skill. Lee also played a critical role in the transition to the new utility billing and AMI systems, and the department would not be as far along today if it had not been for her tenacity and dedication. Lee continues to expand her knowledge and goes beyond what is required to seek solutions to problems without being asked. She is a great example of true professionalism to coworkers and residents.

Major Paige Learnard has been with the Goldsboro Police Dept. for 29 years, working her way up to Major of Operations. She goes above and beyond, staying late most days to complete assignments, and is on-call 24/7. Major Learnard gives advice and constructive criticism to motivate, encourage, and mentor in a way that makes employees want to improve; she is very well respected by both her colleagues and subordinates. She is always looking for ways to improve the department. Major Learnard often cooks delicious goodies for the officers working on holidays to make sure they know that they are not forgotten or taken for granted. She voluntarily came in on New Year's Eve to help with the over-abundance of calls.

Lee Peter and Major Paige Learnard show dedication and service on a daily basis, always setting the bar higher for themselves and others. Their work ethic and accomplishments reflect well on themselves and the City of Goldsboro.


AWARDED THIS DAY

OCTOBER 3, 2022


DAVID HAM

Mayor
City of Goldsboro




TIMOTHY SALMON

City Manager
City of Goldsboro

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 3, 2022 COUNCIL MEETING

SUBJECT: Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 211 S. Slocumb Street to J.H. Moyer Enterprises, LLC

BACKGROUND: Staff has received an offer to purchase city/county owned property. Council must either accept or reject the offer, and if accepted authorize advertisement for upset bids (G.S. 160A-266 and 160A-269).

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

211 S. Slocumb Street

Offeror: J.H. Moyer Enterprises, LLC

Offer: \$2,100.00

Bid Deposit: \$105.00

Parcel #: 50959

Pin #: 3509141295

Tax Value: \$4,200.00

Zoning: O&I-1

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a business check. The business is current and active with the N.C. Secretary of State. The Planning Department shall notify the adjoining property owners via mail that the property is available for sale via upset bid.

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

1. Accept or reject offer on 211 S. Slocumb Street.
2. If accepted, adopt attached resolution authorizing Finance to advertise for upset bids.

Date: 9/17/2022


Catherine F. Gwynn, Finance Director

Date: 9/29/22


Timothy M. Salmon, City Manager

RESOLUTION NO. 2022- 97

RESOLUTION AUTHORIZING UPSET BID PROCESS

WHEREAS, the City of Goldsboro and County of Wayne jointly own certain real property at **211 S. Slocumb Street (Pin #3509141295)**; and

WHEREAS, North Carolina General Statute § 160A-269 permits the city to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, the City has received an offer to purchase the property described above, in the amount of **\$2,100.00 (Two Thousand One Hundred Dollars and no/100)** submitted by **J.H. Moye Enterprises, LLC (Offeror)**; and

WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of **\$105.00 (One Hundred and Five Dollars and No/100)**;

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

- 1) The City Council declares this property as surplus.
- 2) The City Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
- 3) The Finance Director shall cause a notice of the proposed sale to be published in a newspaper of general circulation within its jurisdiction. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
- 4) The Planning Department shall notify the adjoining property owners by U.S. mail that the property is being offered for sale under the upset bid procedure.
- 5) Persons wishing to upset the offer that has been received shall submit a **sealed bid** with their offer to the office of the Finance Director at 200 N. Center Street, Goldsboro, NC 27530 during normal business hours within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Finance Director shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
- 6) Upset offer and deposit shall be delivered in a sealed envelope. The written offer proposal must include the name of the person or business making the offer, address of said property, and Wayne County parcel identification number. The offer shall be signed by the individual or person with signature authority if a business entity. The outside of the sealed envelope should have the address of the property, the words "Upset Bid" and include the address of the Property.
- 7) The City of Goldsboro reserves the right to reject any or all offers at any time.
- 8) If a qualifying higher bid is received, the Finance Director shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
- 9) A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that existing offer and five percent (5%) of the remainder of that existing offer.
- 10) A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The city will return the

deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received; provided that sufficient time has elapsed to allow for the payment draft, if by check, to clear the City's central depository and be credited to such, the return of the deposit will then be issued within 10 days of confirmation of clearing. The city will refund the deposit of the final high bidder at closing or apply to the sales price, as determined at the time of closing by the Finance Director.

- 11) Any Offeror's bid deposit shall be refunded if it is not the final high bidder; or if mutually agreeable terms cannot be settled upon if no upset bids are received, provided that sufficient time has elapsed to allow for the payment draft, if by check, to clear the City's central depository and be credited to such. Refund will be issued within 10 days of confirmation of clearing.
- 12) The terms of the final sale are:
 - a) City Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed.
 - b) The Wayne County Board of Commissioners must approve the final sale by concurrence after final approval by City Council.
 - c) Buyer must pay with cash, cashier's check or certified check at the time of closing.
 - d) Buyer must pay closing costs.
- 13) The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
- 14) If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. City staff is authorized to seek concurrence from the Wayne County Board of Commissioners and upon such approval, the appropriate city officials are authorized to execute the instruments necessary to convey the property to Offeror.

This resolution shall be in full force and effect from and after this 3rd day of October, 2022.


Mayor David Ham

Attest: 
City Clerk



J.B. RHODES FUNERAL HOME & CREMATIONS INC

1701 WAYNE MEMORIAL DR.
GOLDSBORO, NC 27534
919-735-2221
919-735-1268

12945

15-3/540
968

DATE

9-15-22

 CHECK ARMORPAY
TO THE
ORDER OF

City of Goldsboro

\$ 105.00

One hundred + Five ——— 00/100

DOLLARS



PNC Bank, N.A. 040



FOR



Details on Back.

Security Features Included

I, JH Mays Enterprises, LLC would like to offer the
City of Goldsboro the sum of \$2,100.00 for the
purchase of property at the following location:

Parcel: 3509141295

Street: 211 S. Slocumb St

Signed: 

Date: 9-15-22

Name J.B. Rhodes

Address: PO Box 1358, Goldsboro, NC 27533

Phone: (919) 394-4316

Email: JB.RhodesFH@gmail.com

Amount of Bid Deposit: \$105.00

2022 SEP 15 PM 3:11
CITY OF GOLDSBORO
FINANCE DEPARTMENT

RECEIVED

Address: S. Slocumb Street
PIN #: 3509141295
Zoning: I & O-1
Standard

Zoning
R-6

205 B

205 A

272

69

72.85

82.15

Zoning
O&I-I

211

Zoning
O&I

619

84

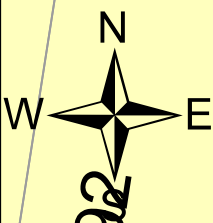
84

72.85

82.15

40

116.76



Zoning
R-6

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

WAYNE COUNTY

CITY OF GOLDSBORO

WAYNE COUNTY

Return/Appeal Notes: Parcel: 3509141295

9/17/2022 3:32:11 PM

S SLOCUMB ST

75254500

COUNTYWIDE ADVALOREM TAX (100), CITY - GOLDSBORO (100)

CARD NO. 1 of 1

PLAT: / UNIQ ID 50959

ID NO: 12000003002009A

Reval Year: 2019 Tax Year: 2022 SLOCUMB ST

1.0000 LT

SRC=

Appraised by 60 on 01502 DOWNTOWN

TW-12

CI-01 FR-00 EX-2 AT-

LAST ACTION 20170729

CONSTRUCTION DETAIL		MARKET VALUE						DEPRECIATION				CORRELATION OF VALUE									
TOTAL POINT VALUE		USE	MOD	Eff. Area	QUAL	BASE RATE	RCN	EYB	AYB	CREDENCE TO											
BUILDING ADJUSTMENTS		01	00							% GOOD											
TOTAL ADJUSTMENT FACTOR		TYPE: SINGLE FAMILY RESIDENTIAL																			
TOTAL QUALITY INDEX		STYLE:																			
		DEPR. BUILDING VALUE - CARD																			
		DEPR. OB/XF VALUE - CARD																			
		MARKET LAND VALUE - CARD																			
		TOTAL MARKET VALUE - CARD																			
		TOTAL APPRAISED VALUE - CARD																			
		TOTAL APPRAISED VALUE - PARCEL																			
		TOTAL PRESENT USE VALUE - PARCEL																			
		TOTAL VALUE DEFERRED - PARCEL																			
		TOTAL TAXABLE VALUE - PARCEL \$																			
		PRIOR																			
		BUILDING VALUE																			
		OBXF VALUE																			
		LAND VALUE																			
		PRESENT USE VALUE																			
		DEFERRED VALUE																			
		TOTAL VALUE																			
		PERMIT																			
		CODE		DATE		NOTE		NUMBER		AMOUNT											
		ROUT: WTRSHD:																			
		SALES DATA																			
		OFF. RECORD		DATE		DEED TYPE		Q/UV/I		INDICATE SALES PRICE											
		BOOK	PAGE	MO	YR																
		03287	0804	3	2017	WD		C V		0											
		02544	0115	7	2007	WD		U I		0											
		02321	0491	5	2005	WD		U I		11500											
		01814	0478	12	2000	WD		U I		0											
		01663	0026	8	1998	WD		U I		55000											
		01165	0238	5	1987	WD		U I		0											
		HEATED AREA																			
		NOTES																			

SUBAREA				CODE	QUALITY	DESCRIPTION	COUNT	LTH	WTH	UNITS	UNIT PRICE	ORIG % COND	BLDG#	SIZE FACT	AYB	EYB	ANN DEP RATE	OVR	% COND	OB/XF DEPR. VALUE
TOTAL OB/XF VALUE				0																
FIREPLACE																				
SUBAREA TOTALS																				

BUILDING DIMENSIONS

LAND INFORMATION

HIGHEST AND BEST USE	USE CODE	LOCAL ZONING	FRONTAGE	DEPTH	DEPTH / SIZE	LND MOD	COND FACT	OTHER ADJUSTMENTS AND NOTES				ROAD TYPE	LAND UNIT PRICE	TOTAL LAND UNITS	UNT TYP	TOTAL ADJST	ADJUSTED UNIT PRICE	LAND VALUE	OVERRIDE VALUE	LAND NOTES
0100	0100	I&O	84	82	0.7700	2	1.0000	RF	AC	LC	TO	OT		65.00	84.000	FF	0.770	50.05	4204	0
TOTAL MARKET LAND DATA																			4,200	
TOTAL PRESENT USE DATA																				

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 3, COUNCIL MEETING**

SUBJECT: SET PUBLIC HEARING
Contiguous Annexation Petition – Magnolia Grove
Located on the east side of Eleventh St. between Norwood Ave. and Englewood Dr.

BACKGROUND: The City Council, at their meeting on April 18th, 2022, requested that the City Clerk examine the subject voluntary annexation petition for sufficiency.

On June 1, 2022, the City Clerk completed the examination and determined that the petition is sufficient. Sufficiency indicates that all property owners have signed the petition for voluntary annexation.

DISCUSSION: Pursuant to G. S. 160A-58.2, Council shall fix a date for public hearing on the annexation once the petition is considered sufficient by the City Clerk.

The attached Notice of Public Hearing would schedule October 17, 2022, as the date for the public hearing. A report prepared by the Planning Department, in conjunction with other City departments, will be submitted to the Council on that date.

RECOMMENDATION: By motion, schedule a public hearing for the proposed voluntary annexation of Magnolia Grove subdivision for October 17, 2022.

Date: 9/20/22



Planning Director

Date: 9/29/22



City Manager

**NOTICE OF PUBLIC HEARING
ANNEXATION OF CONTIGUOUS PROPERTY TO THE CITY OF GOLDSBORO, NORTH
CAROLINA**

Notice is hereby given that, in compliance with Section 160A-58.2 of the General Statutes of North Carolina, there will be a public hearing before the City Council of the City of Goldsboro, North Carolina, at its regular meeting in the Council Chambers, City Hall on **Monday, October 17, 2022, at 7:00 p. m.** relative to the annexation of the real contiguous property hereinafter described to the City of Goldsboro.

At this public hearing, all persons owning property in the area proposed to be annexed who allege error in the Petition for Annexation filed in this matter, as well as residents of the City of Goldsboro who question the necessity for annexation, will be given an opportunity to be heard along with the proponents of such annexation. The description of the area proposed to be annexed is as follows:

Magnolia Grove Subdivision

Metes and Bounds description for Annexation of Magnolia Grove into City of Goldsboro, NC; Located on the East Side of Eleventh St. between Norwood Ave. and Englewood Dr.

Beginning at a point whose Northing is 602582.167 and whose Easting is 2306808.067 ;

thence bearing N 35-55-54.447 W a distance of 525.509 feet ;
thence bearing N 35-56-14.294 W a distance of 495.892 feet ;
thence bearing N 35-54-50.793 W a distance of 249.183 feet ;
thence bearing N 35-40-31.480 W a distance of 14.362 feet ;
thence bearing S 47-13-26.682 W a distance of 364.160 feet ;
thence bearing S 55-33-8.033 E a distance of 281.520 feet ;
thence bearing S 40-8-9.258 W a distance of 529.030 feet ;
thence bearing N 58-17-20.328 W a distance of 731.550 feet ;
thence bearing N 44-17-40.690 E a distance of 1072.870 feet ;
thence bearing N 35-56-25.194 W a distance of 356.969 feet ;
thence bearing N 36-57-13.816 W a distance of 46.140 feet ;
thence bearing N 41-14-14.495 W a distance of 50.241 feet ;
thence bearing N 49-16-28.495 W a distance of 54.274 feet ;
thence bearing N 44-34-24.777 E a distance of 33.156 feet ;
thence bearing N 41-24-29.360 W a distance of 212.149 feet ;
thence bearing N 48-28-55.977 E a distance of 532.355 feet ;
thence bearing N 41-34-41.031 W a distance of 308.604 feet ;
thence bearing N 60-32-40.408 E a distance of 187.735 feet ;
thence bearing N 49-32-11.134 E a distance of 38.660 feet ;
thence bearing N 39-4-56.760 W a distance of 93.150 feet ;
thence bearing N 55-30-16.499 E a distance of 1408.511 feet ;
thence bearing S 13-2-31.503 E a distance of 92.753 feet ;
thence bearing S 15-23-34.764 W a distance of 15.720 feet ;
thence bearing S 18-37-21.236 E a distance of 174.760 feet ;
thence bearing S 31-11-28.236 E a distance of 86.220 feet ;
thence bearing S 1-28-31.236 E a distance of 21.230 feet ;
thence bearing S 54-3-45.236 E a distance of 18.160 feet ;
thence bearing S 41-43-5.236 E a distance of 22.690 feet ;
thence bearing S 18-5-4.236 E a distance of 26.540 feet ;

thence bearing S 29-44-43.236 E a distance of 26.760 feet ;
thence bearing S 12-45-1.236 E a distance of 23.190 feet ;
thence bearing S 1-8-50.764 W a distance of 28.180 feet ;
thence bearing S 17-31-27.764 W a distance of 33.720 feet ;
thence bearing S 20-51-7.236 E a distance of 53.510 feet ;
thence bearing S 17-6-5.236 E a distance of 16.880 feet ;
thence bearing S 25-23-5.236 E a distance of 40.290 feet ;
thence bearing S 29-9-31.764 W a distance of 50.150 feet ;
thence bearing S 5-5-18.764 W a distance of 105.634 feet ;
thence bearing S 47-43-57.292 W a distance of 6.737 feet ;
thence bearing S 47-43-57.292 W a distance of 888.198 feet ;
thence bearing S 41-8-52.663 E a distance of 381.635 feet ;
thence bearing S 48-27-18.820 W a distance of 333.570 feet ;
thence bearing S 41-14-26.605 E a distance of 290.652 feet ;
thence bearing N 53-2-57.585 E a distance of 107.536 feet ;
thence bearing N 45-20-4.002 E a distance of 100.839 feet ;
thence bearing N 26-27-26.869 E a distance of 247.255 feet ;
thence bearing N 43-59-50.947 E a distance of 330.176 feet ;
thence bearing N 71-41-49.111 E a distance of 65.099 feet ;
thence bearing N 80-44-53.767 E a distance of 230.230 feet ;
thence bearing N 80-44-53.767 E a distance of 6.456 feet ;
thence bearing S 20-14-44.236 E a distance of 1.717 feet ;
thence bearing S 20-14-44.236 E a distance of 219.800 feet ;
thence bearing S 9-48-15.236 E a distance of 37.050 feet ;
thence bearing S 64-27-22.764 W a distance of 30.840 feet ;
thence bearing S 82-8-10.764 W a distance of 20.840 feet ;
thence bearing S 27-41-29.764 W a distance of 12.040 feet ;
thence bearing S 36-47-15.236 E a distance of 51.850 feet ;
thence bearing S 18-16-12.236 E a distance of 35.760 feet ;
thence bearing S 31-34-21.236 E a distance of 25.160 feet ;
thence bearing S 39-32-55.236 E a distance of 58.420 feet ;
thence bearing S 21-24-49.236 E a distance of 72.630 feet ;
thence bearing S 53-0-45.236 E a distance of 37.520 feet ;
thence bearing S 25-34-36.236 E a distance of 87.880 feet ;
thence bearing S 45-16-1.236 E a distance of 107.080 feet ;
thence bearing S 43-12-6.236 E a distance of 131.990 feet ;
thence bearing S 37-58-58.236 E a distance of 21.400 feet ;
thence bearing S 53-23-50.236 E a distance of 28.430 feet ;
thence bearing S 44-56-30.236 E a distance of 2.810 feet ;
thence bearing S 44-56-30.236 E a distance of 30.960 feet ;
thence bearing S 36-27-20.236 E a distance of 52.640 feet ;
thence bearing S 44-17-49.236 E a distance of 38.340 feet ;
thence bearing S 48-43-1.236 E a distance of 21.260 feet ;
thence bearing S 64-46-22.236 E a distance of 26.740 feet ;
thence bearing S 41-50-50.236 E a distance of 48.650 feet ;
thence bearing S 37-45-30.236 E a distance of 30.520 feet ;
thence bearing S 53-43-45.236 E a distance of 23.590 feet ;
thence bearing S 29-12-51.236 E a distance of 12.220 feet ;

thence bearing S 44-27-4.236 E a distance of 38.220 feet ;
thence bearing S 49-24-31.236 E a distance of 40.050 feet ;
thence bearing S 43-52-48.236 E a distance of 40.570 feet ;
thence bearing S 38-8-20.236 E a distance of 44.280 feet ;
thence bearing S 52-29-30.236 E a distance of 30.950 feet ;
thence bearing S 46-42-8.236 E a distance of 41.750 feet ;
thence bearing S 35-2-35.236 E a distance of 34.690 feet ;
thence bearing S 49-1-57.236 E a distance of 75.977 feet ;
thence bearing S 54-11-13.770 W a distance of 1148.812 feet ;
thence bearing S 87-54-2.292 W a distance of 72.221 feet ;
thence bearing S 54-9-16.011 W a distance of 199.919 feet ;
thence bearing N 35-46-41.604 W a distance of 100.041 feet ;
thence bearing S 54-10-19.331 W a distance of 232.499 feet to the point of beginning.

LESS AND EXCEPT:

Beginning at a point whose Northing is 603791.601 and whose Easting is 2306768.398 ;
thence bearing N 42-59-35.586 W a distance of 66.111 feet ;
thence bearing N 55-50-41.513 E a distance of 609.824 feet ;
thence bearing S 42-53-8.196 E a distance of 66.000 feet ;
thence bearing S 31-47-35.808 E a distance of 420.000 feet ;
thence bearing S 63-0-55.220 W a distance of 239.926 feet ;
thence bearing N 31-51-40.141 W a distance of 390.130 feet ;
thence bearing S 55-48-42.693 W a distance of 369.942 feet to the point of beginning.

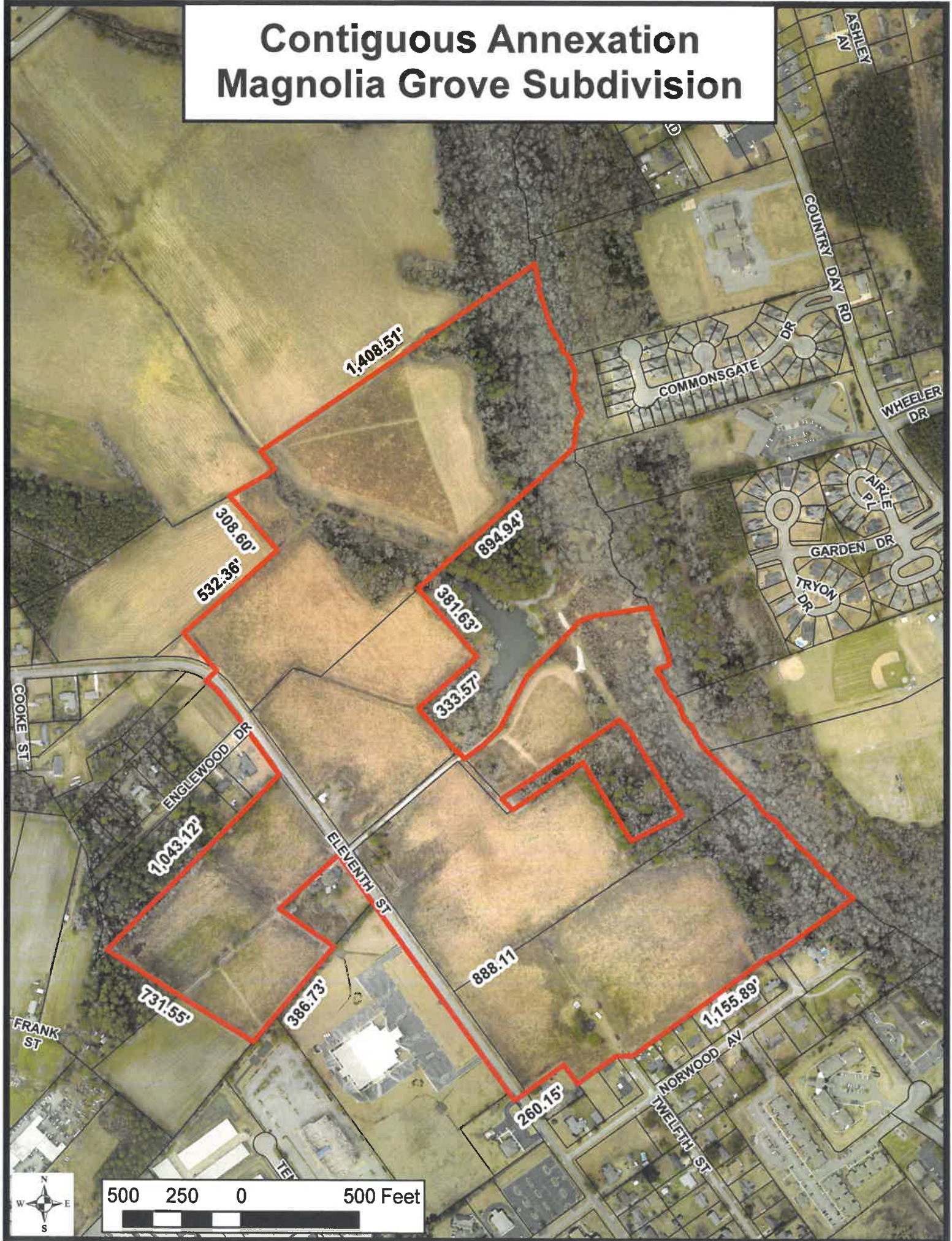
All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require a sign language interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the meeting.

Holly Jones, Deputy City Clerk

Ronald T. Lawrence, City Attorney

PUBLISH: October 12, 2022

Contiguous Annexation Magnolia Grove Subdivision



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 3, 2022 COUNCIL MEETING**

SUBJECT: **FINAL ACTION**
SU-9-22 Two Duplexes – West side of East Ash St. at its intersection with Carriage Rd.

DISCUSSION: This Special Use Permit was voted on and approved at the September 19, 2022, meeting and is not eligible for further deliberation or discussion.

REQUIRED ACTION: Council shall review the Order to Approve, and Mayor Ham shall sign the order.

Date: 9/20/22


Kenny Talton, Planning Director

Date: 9/29/22


Tim Salmon, City Manager

**CITY OF GOLDSBORO
ORDER APPROVING SU-9-22**

Written Decision

On Monday, September 19, 2022, at 7:00 p.m., the Goldsboro City Council, sitting as the Board of Adjustment, held a quasi-judicial hearing on matter SU-9-22, a request by PQP II LLC/Phil Grant to establish two duplexes (Multi-Family 3 or more units) at tax parcel 3518968518.

Mr. Austin Brinkley, Assistant Planning Director, presented the agenda materials to City Council. There was no other testimony provided at the hearing. After having heard the sworn testimony offered by staff and having considered the agenda materials that were accepted into evidence and presented at the hearing, the Goldsboro City Council makes the following findings of fact:

Findings of Fact

- 1.) The application for a Special Use Permit at this location is complete and the Goldsboro City Council has jurisdiction over the parties and the subject matter. The property consists of approximately 0.74 acres, the proposed Special Use is to establish two duplexes, the property is in the Residential 12 (R-12) Zoning District and is identified as tax parcel number 3518968518.
- 2.) The property owner is PQP II, LLC (Phil Grant).
- 3.) The Residential 12 (R-12) Zoning District is established to accommodate both single-family and multi-family residential uses.
- 4.) There was no evidence presented in support or opposition.
- 5.) That the use meets all requirements of the Goldsboro Unified Development Ordinance.
- 6.) That the use will not substantially injure the beneficial use of adjoining or abutting property.
- 7.) That the use will be in harmony with existing development and uses within the area in which it is located.

- 8.) That the use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan. The Land Use Plan shows the property as being in the Low-Density Residential designation. This use is not out of character with the Low-Density Residential designation.

Conclusion and Decision

Based on the application, the evidence submitted, and the above findings, the City of Goldsboro City Council voted on the following four standards found in Section 2.4.10 of the Unified Development Ordinance:

- 1.) That the use will not materially endanger the public health or safety.

On a 7-0 vote, City Council found that the use would not materially endanger the public health or safety.

- 2.) That the use will not substantially injure the beneficial use of adjoining or abutting property.

On a 7-0 vote, City Council found that the use would not substantially injure the beneficial use of adjoining or abutting property.

- 3.) That the use will be in harmony with existing development and uses within the area in which it is located.

On a 7-0 vote, City Council found that the use would be in harmony with existing development and uses within the area in which it is located.


- 4.) That the use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan.

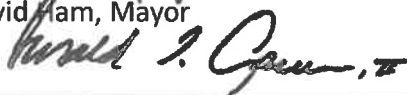
On a 7-0 vote, City Council found that the use would be in general conformity with the City of Goldsboro Comprehensive Land Use Plan.

Decision

BASED ON THE FORGOING FINDINGS OR FACT, AND CONCLUSIONS OF LAW, THE BOARD CONCLUDES AS A MATTER OF LAW that the Applicant has met the requirements of the Goldsboro Unified Development Ordinance and that this Application for a Special Use Permit should be and hereby is **APPROVED**.

This the 3rd day of October 2022.



David Ham, Mayor

Ronald T. Lawrence, City Attorney

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 3, 2022 COUNCIL MEETING

SUBJECT: Amending Chapter 32: Boards, Commissions and Departments of the City of Goldsboro Code of Ordinances

BACKGROUND: The City of Goldsboro recognizes and values the importance of citizen participation in local government. The City utilizes boards and commissions as a mechanism to engage citizens in the democratic process. Chapter 32 outlines and defines the functions of City Council advisory boards.

DISCUSSION: After a review of Chapter 32, several administrative changes were recommended by various boards and departments to update processes due to organizational changes. Some of these updates include: complying with NCGS by adding a requirement to establish a regular meeting schedule, adding a section to establish subcommittees, and adding a section to include the Goldsboro Tourism Council.

RECOMMENDATION: Staff recommends that Council adopt the following entitled Ordinance amending Chapter 32: Section 32.220 Local Citizen Boards, Commissions, Committees and Authorities, adding a section regulating subcommittees; Section 32.307 Meetings of the Code of Ordinances, adding the establishment of a regular meeting schedule; adding Section 32.329 defining the Travel and Tourism Advisory Council, and other administrative changes in Chapter 32.

DATE: 9-29-22



Laura Getz, City Clerk

DATE: 9/29/22



Timothy M. Salmon, City Manager

AN ORDINANCE AMENDING CHAPTER 32 BOARDS, COMMISSIONS AND DEPARTMENTS
OF THE CITY OF GOLDSBORO'S CODE OF ORDINANCES

WHEREAS, the City of Goldsboro recognizes and values the importance of citizen participation in local government; and

WHEREAS, the City of Goldsboro utilizes volunteer boards and commissions as a mechanism to engage citizens in the democratic process; and

WHEREAS, after a review of Chapter 32, several administrative changes are needed, including: adding a requirement to establish a regular meeting schedule, adding a section to regulate subcommittees, and adding a section to include the Travel and Tourism Advisory Council.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, that sections 32.220, 32.307, 32.310, 32.322, 32.325, 32.326, and 32.328 of the Code of Ordinances, City of Goldsboro, North Carolina, are hereby amended to read as follows:

NOW, THEREFORE, BE IT FURTHER ORDAINED by the City Council of the City of Goldsboro, that the Code of Ordinances, City of Goldsboro, North Carolina, is hereby amended, adding a section to be numbered 32.329.

Chapter 32

§ 32.220 Local Citizen Boards, Commissions, ~~and Committees And Authorities~~; Procedures And Policies.

(A) All ~~Ceity~~ residents are eligible to serve on any of the several boards, committees, ~~and commissions and authorities~~ in operation.

(B) No individual shall be eligible to be appointed concurrently to two or more of these bodies at any one time.

(C) All members of boards, commissions, ~~and committees and authorities~~ may serve up to a maximum of two consecutive terms, or six years, whichever is greater. Those persons appointed to serve on an unexpired term of a duration of one-half or more of the normal term will be credited with serving their first term. After fulfilling the maximum term requirements, a member may not be appointed to any other board, committee, ~~or commission or authority~~ until after one year.

(D) At least two months prior to the end of the term of every board, commission, ~~and committee and authority~~ member, and upon the occurrence of an unanticipated vacancy in the membership of the same, the chairperson of the respective board, commission, ~~or committee and authority~~, with the endorsement of its membership, ~~shall~~ **may** submit to the Mayor and City Council the names, along with a brief biographical resume, of ~~a minimum of two and a maximum of up to~~ **up to** four citizens to be considered for each appointment and reappointment to be made.

(E) Each year upcoming vacancies will be advertised.

(F) ~~For members to be eligible for reappointment, Attendance records must show that they have a~~ **member has** participated in **at least 75%** ~~70%~~ of all **regularly** scheduled meetings in a calendar year, unless **the** absence was due to personal injury or ~~illness~~ **sickness**. ~~Once~~ **If** a member has missed three meetings **in a calendar year**, notification will be given of ~~his or her~~ **their** possible replacement **by the staff liaison**. At any time during a term, the City Council may be petitioned to terminate the appointment of those members who have failed to meet the above requirement. **Members must meet the above attendance requirements to be eligible for reappointment.**

(G) Yearly appointments to all boards, commissions, ~~and committees and authorities~~ will be made no later than January 1 of each year, except in cases of unanticipated vacancies, which shall be ~~immediately~~ filled **as soon as possible**. All board members will continue to serve in their current capacity until another board appointment has been made.

(H) Whenever possible, all appointments to boards, commissions, ~~and committees and authorities~~ will be made using a staggered terms format.

(I) The Mayor and City Council hereby establish a policy of non-discrimination as to sex, race, religion, or national origin, and will seek out and appoint citizens of both sexes, and all racial and social-economic elements represented by the ~~Ceity's~~ population to serve on these citizen ~~organizations~~ **boards, commissions, and committees**.

(J) The City Council will appoint members to all boards, commissions, **and** committees ~~and authorities~~ of the City of Goldsboro, except those of the Housing Authority, whose members shall be appointed by the Mayor in accordance with North Carolina G.S. § 157-5.

(K) **Subcommittees.** Boards, commissions, and committees, in coordination with the board Chair and by majority vote of the board, shall have the power and authority to establish and/or dissolve subcommittees as they deem necessary. Any subcommittee created by a board shall be subject to the open meetings law, and must comply with the same rules of order as their creating board. Subcommittees will follow the provisions set forth in G.S. Chapter 143, Article 33C. Non-members (subject matter experts) may attend subcommittee meetings with approval of the board Chair and are unable to vote.

(L) **Bylaws.** Boards, commissions, and committees may adopt bylaws to govern their operation. No bylaw shall be effective until approved by the Goldsboro City Council. Bylaws may be adopted as long as they are not in conflict with any provisions of the City of Goldsboro's General Rules of Order or Ethics Policy.

(M) **Alternate Members.** On certain boards and commissions, members may be appointed as Alternate Members. The alternate member votes only when a regular member is absent or unable to vote. Alternates shall move up to a regular member slot as vacancies become available on the board.

§ 32.307 Meetings. All boards shall meet as often as necessary to conduct the business before it. All meetings and hearings of all boards shall be subject to the open meetings law. **All boards shall establish a regular meeting schedule to be approved and adopted by the City Council annually. Any changes to this schedule shall be noticed according to the Open Meetings Law.**

§ 32.310 Cooperation With Others. All boards shall cooperate in all respects with other **C**eity boards, **C**eity officials, and **C**ity employees.

(Ord. 2018-8, passed 2-19-18; Am. Ord. 2021-39, passed 12-20-21)

§ 32.322 Mayor's Youth Council.

(A) *Purpose and duties.* The purpose of the Youth Council shall be to:

(1) Offer an organization through which the youth of our community may benefit both themselves and their community;

(2) Provide equal opportunity for each young person to assume responsibility with the adults of the community;

(3) Serve as a means for young people to practice democracy in order to better prepare themselves for later responsibilities as citizens and serve as a line of communication between the youth and the adults of our community;

(4) Initiate programs and projects that are of benefit to the youth and to our community; and

(5) Constructively channel the enthusiasm of the young people of the **C**eity.

(B) *Membership; appointment; term.* The **Youth** Council shall be composed of 30 high school students, to be drawn from the public and private high schools in Wayne County. The principal of each school shall determine the method for nominating his or her school's student representatives. The final selection of representatives shall be the responsibility of the Advisor, based upon established criteria. The term of office shall be for a period of one year, and each Youth Council member will continue to serve until ~~his~~ **their** successor has been selected.

(C) ~~*Advisor Coordinator.*~~ The **Advisor Coordinator** for the **Youth** Council shall be an employee of the **C**eity, appointed by the City Manager. The **Advisor Coordinator** shall serve as ~~an ex-officio member of the Council acting as~~ a liaison between the City Manager, City Council, and the Youth Council. The **Advisor Coordinator** shall submit to the Youth Council such plans, programs, and recommendations that fall within the purpose and duties of the **Youth** Council.

(D) *General Assembly membership.* The general assembly will consist of representatives from community youth groups. The number will be based on the sizes of the groups. Its purpose is to serve as a line of communication between the youth organizations, and to discuss, investigate, and vote on proposals as they ~~affect~~ **effect** the youth population.

(E) *Staff services.* The Community Relations **and Development** Department shall supply staff and technical services for the Youth Council.

(Ord. 2018-8, passed 2-19-18; Am. Ord. 2021-39, passed 12-20-21)

§ 32.325 Planning Commission.

(A) *Purpose and duties.*

- (1) As the body charged with comprehensive planning, the Planning Commission may:
 - (a) Make studies of areas within the City and its extraterritorial jurisdiction;
 - (b) Determine the goals and objectives relating to growth, development, and/or redevelopment of these areas;
 - (c) Prepare plans for achieving the such goals and objectives; and
 - (d) Develop and recommend policies, ordinances, and administrative procedures to carry out the such plans.
- (2) As an advisory body to the City Council, the Planning Commission ~~may~~ shall make recommendations concerning:
 - (a) Proposed official zoning map and Unified Development Ordinance changes;
 - (b) Proposed rezonings, conditional ~~district~~ rezonings, ~~conditional use permits~~ zoning text amendments, and the master plans of planned unit development districts (PUD);
 - (c) The location, character, and extent of public improvements, and the acquisition of land;
 - (d) The landscape design of parks, streets, recreation areas, public buildings, and other local developments;
 - (e) Street names and street name changes; and
 - ~~(f) New development proposals, including site plans, subdivision plans and preliminary plats; and~~
 - ~~(f)g~~ Other matters as desired by the Planning Director, directed by the City Council or other governing board, or initiated by a Planning Commission member.

(B) *Membership.* A Planning Commission for the City of Goldsboro is hereby created. The Commission shall consist of seven members. Five members appointed by the City Council shall reside within the City and two members appointed by the Wayne County Commissioners shall reside within the extraterritorial planning area of the City. If the Wayne County Commissioners fail to make this appointment within 90 days after receiving a resolution notifying them of a vacancy from the City Council, the City Council may make the appointments. The extraterritorial members shall have the same rights, privileges, and duties as City members of the Commission. Extraterritorial members are required to vote on each question, regardless of whether the matter at issue arises from within the City or within the extraterritorial planning area. If an in-city member moves outside of the City limits or if an extraterritorial area member moves outside of that jurisdiction, that shall constitute a resignation from the Planning Commission, effective upon the date a replacement is appointed.

(C) *Statutory powers.* The Planning Commission may exercise any and all powers prescribed by state law and shall perform duties directed by the City Council that are consistent with said law.

(D) *Staff services.* The Planning Director or his their designee shall serve as Secretary to this body.

(Ord. 2018-8, passed 2-19-18; Am. Ord. 2021-39, passed 12-20-21)

§ 32.326 Board Of Adjustment.

(A) *Purpose and duties.* The Board of Adjustment shall have the following powers and duties:

(1) *Appeal of administrative decisions.* To hear and decide appeals where it is alleged there is an error in any order, requirement, decision, or determination made by the Planning Director Zoning Administrator, any Enforcement Officer, or Watershed Administrator in the interpretation of the requirements of this code;

(2) *Special uses.* To hear and decide only such special uses as the Board is authorized to pass on by the terms of this code;

(3) *Variances.* To grant variances in accordance with state law and where assigned by this code;

(4) *Interpretation.* To interpret the location of lines on the official Zoning Map or Zoning Ordinance text requirements where the map or text appears to be unclear;

(5) *Conditions of approval.* In granting any special use permit or variance, the Board may prescribe additional requirements and safeguards to insure the purpose of this code; and

(6) To approve alternate landscaping plans when a strict application of the code requirements would result in an unreasonable or impractical solution or situation. Approval shall be consistent with the intent and purpose of the landscaping requirements of this code. This provision shall not apply to landscape plans that require City Council approval.

(B) *Membership.* A Board of Adjustment for the City of Goldsboro is hereby created. The Board shall consist of five regular members and two alternate members. Five members appointed by the City Council shall reside within the City and two members appointed by the County Commissioners shall reside within the extraterritorial planning area of the City. The Planning Commission shall serve as the Board of Adjustment. The Planning Commission shall follow the rules of procedure established by the Board of Adjustment when operating in this capacity.

City Council. The Goldsboro City Council may be required to act as the Board of Adjustment, per the Permitted Uses section of the Goldsboro UDO.

(C) *Meetings.* The Board shall establish a regular meeting schedule. All meetings shall be conducted in accordance with quasi-judicial procedures. All meetings of the Board shall be open to the public and, whenever feasible, the agenda for each Board meeting shall be made available in advance of the meeting.

(D) *Voting.* The concurring vote of 4/5 of the regular Board membership shall be necessary to reverse any order, requirement, decision, or determination of the Administrator, to find in favor of the applicant on the issuance of special use permits, to interpret imprecise Ordinance text or zoning district boundaries, and to grant a variance or any matter upon which the Board is required to pass under the code. However, the 4/5 majority vote means 4/5 of the entire Board, not just 4/5 of those present. For example, in the case of this seven-member Board, if one member is absent and there are no alternate members to take the place of the absent member, a unanimous six votes would be required to obtain the necessary 4/5 majority. (Six being the first whole number to exceed four-fifths (0.80) of the entire Board). If alternate members are present, they may vote in place of any absent member. All other actions of the Board shall be taken by majority vote, a quorum being present.

(E) *Records.* The Board shall keep a public record of its resolutions, transactions, findings, and determinations. Final disposition of all cases considered by the Board shall be by written order with the findings of fact stated and the reasons therefore, all of which shall be a matter of public record.

(F) *Staff services.* The Planning Director or his ~~his~~ *their* designee shall serve as Secretary to this body.

(Ord. 2018-8, passed 2-19-18; Am. Ord. 2021-39, passed 12-20-21)

§ 32.328 Historic District Commission.

(A) *Purpose and duties.* The purpose and duties of the Commission include:

(1) *Project approvals.* To review and act upon the appropriateness of proposals for alterations, demolitions, or new construction within historic districts or to historic landmarks;

(2) *Historic resources inventory.* To undertake an inventory of properties of historical, prehistorical, architectural, and/or cultural significance;

(3) *Historic district and landmark designation.* To recommend to the City Council areas to be designated by ordinance as *Historic Districts*; and individual structures, buildings, sites, areas, or objects to be designated by ordinance as *Landmarks*;

(4) *Historic property acquisition.* To acquire by any lawful means the fee or any lesser included interest, including the option to purchase properties within an established district or any property designated as a landmark;

(5) *Negotiation.* To negotiate at any time with the owner of a building, site, area, or object for its acquisition or preservation;

(6) *Historic property protection.* To restore, preserve, and operate historic properties;

(7) *Revocation of designation.* To recommend to the City Council that the designation of any area as a historic district or part thereof, or designation of any building, structure, site, area, or object as a landmark, be revoked or removed for cause;

(8) *Public outreach.* To conduct an educational program with respect to historic properties and districts within its jurisdiction;

(9) *Intergovernmental partnerships.* To cooperate with state, federal, and local governments in pursuance of purposes of this part. The City Council may authorize the Commission to contract with state and federal governments, or any agency of either, or with any other organization, provided the terms are not inconsistent with state and federal law; and

(10) *Comprehensive planning.* To prepare and recommend the official adoption of a preservation element of the City's Comprehensive Plan.

(B) *Membership.*

(1) A Historic ~~District Preservation~~ Commission, known in this section as the "Commission," for the City of Goldsboro is hereby created. The ~~Historic District~~ Commission shall consist of seven regular members, two alternate members, and two ex-officio members. The members, at the time of appointment, shall reside within the planning and zoning jurisdiction of the ~~City~~. The members of the ~~Historic District~~ Commission shall be qualified by special interest, knowledge, or training in such fields as architecture, construction, or historic preservation. Alternate members, when acting on the ~~Historic District~~ Commission, shall have all the same powers and duties as the member for which they substitute.

(2) Two ex-officio members shall serve as follows:

- (a) The Mayor or one member of the City Council; and
- (b) An at-large member appointed by the City Council.

(C) *Staff services.* The Planning Director or ~~his~~ **their** designee shall serve as Secretary to this body.

(Ord. 2018-8, passed 2-19-18; Am. Ord. 2021-39, passed 12-20-21)

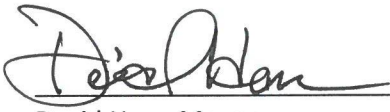
§ 32.329 Goldsboro Tourism Council.

(A) *Purpose and duties.* The Goldsboro Tourism Council shall promote the visitor industry of Goldsboro and Wayne County by working with area hotels, motels, attractions, and other visitor related organizations to create and implement programs to increase business travel, leisure travel, military-related travel, and visiting friends and relatives travel; thus increasing the economic impact of visitors to the area.

(B) *Membership; appointment.* The Goldsboro Tourism Council is hereby created in accordance with Session Law 1991-555, revised by Session Law 1997-447. The Goldsboro Tourism Council shall be composed of three owners or operators of hotels, motels, or other taxable accommodations in the City of Goldsboro; three individuals who have demonstrated an interest in conventions and tourism development in the Goldsboro area, and who do not own or operate hotels, motels, or other taxable tourism accommodations; and three ex officio members: the City Manager, the Executive Director/President of the Chamber of Commerce of Wayne County, and the Mayor of the City of Goldsboro.

(C) *Staff services.* The City Travel & Tourism Director or their designee shall serve as the staff liaison of this body.

This Ordinance shall be in full force and effect from and after the 3rd day of October, 2022.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 3, 2022 COUNCIL MEETING

SUBJECT: Amending the City of Goldsboro General Rules of Order for Boards and Commissions

BACKGROUND: The City of Goldsboro recognizes and values the importance of citizen participation in local government. The City utilizes boards and commissions as a mechanism to engage citizens in the democratic process.

DISCUSSION: After a review of the General Rules of Order for Boards and Commissions, several administrative changes were needed including adding a section concerning subcommittees, and sections describing the duties of liaisons.

RECOMMENDATION: Staff recommends Council adopt the following General Rules of Order for Boards and Commissions.

DATE: 9-29-22



Laura Getz, City Clerk

DATE: 9/29/22



Timothy M. Salmon, City Manager

City of Goldsboro General Rules of Order for Boards, Commissions, and Committees:

The following General Rules of Order shall apply to all boards, commissions, and committees (all hereinafter referred to generally as “board(s)”). The Planning Commission/Board of Adjustment, and other quasi-judicial boards that may exist from time to time, may vary the terms of these General Rules of Order as appropriate or necessary by adopting board-specific rules to meet the special requirements of quasi-judicial boards. Further information on individual boards can be found in Chapter 32 of the City of Goldsboro Code of Ordinances.

1. Meetings

Each December, Council adopts a comprehensive meeting schedule for all City public bodies. Once adopted, the meeting schedule is posted on the City’s website and bulletin board. Appropriate public notice, as required by law, will be given for any special meeting or work session that is not included on the regular meeting schedule.

Special meetings of any board created and established by ordinance of the City Council may be called by the Chairman or two members of the board by notice given in writing, and delivered personally to each member or the member’s home no less than 6 hours prior to the meeting. In addition, the board will notify the City Clerk and staff designee at least 72 hours in advance in order for a written notice of the special meeting to be prepared, including the reason for the special meeting. Such notices shall be posted at least 48 hours before the special meeting.

The Chairman, or in his or her absence, the Vice-Chairman, working with the staff member liaison, may cancel a meeting. In addition, the staff member liaison will notify the City Clerk and each board member in writing.

2. Attendance

Attendance records must show that a member has participated in at least seventy-five (75) percent of all regularly scheduled meetings in a calendar year, unless absence was due to personal injury or illness. Once a member has missed three (3) meetings in a calendar year, the staff member liaison will send notification of their possible replacement. At any time during a term, the City Council may be petitioned to terminate the appointment of those members who have failed to meet the above requirement. Members must meet the above attendance requirements to be eligible for reappointment.

3. Agenda

The purpose of the agenda is to organize materials to be considered at a meeting, and to give members an opportunity to study the issues before the meeting. Board agendas are prepared by the staff member liaison and Chair, based upon information received from Council, staff, and/or board members.

Items shall be placed on the agenda according to the order of business. The order of business for a regular meeting agenda should be by unanimous consensus or majority vote of the board. Agenda items may be considered in an order different from that shown on the agenda.

- Call to Order: The presiding officer will always begin the meeting at the appointed time, a quorum being present;
- Roll Call: For the benefit of any board member or member of the public participating, the presiding officer or staff member liaison will conduct a roll call to determine the members present and absent;
- Adoption of agenda: The board will adopt the agenda as is, or with modifications, by motion, second, and majority vote;
- Swearing in of witnesses, if required: A City staff member who is a Notary Public, or other persons granted this authority by state law or other governing documents, performs this duty;

- Approval of previous meeting minutes: The board will adopt the minutes as is, or with modifications, by motion, second, and majority vote;
- Action and discussion items, reports, information items (including any public hearings or public evidentiary hearings);
- Old/New Business: These items must be specifically identified on the agenda or added with the adoption of the agenda;
- Adjournment: The board shall adjourn meetings by motion in open session.

4. Open Meetings Requirement

All boards will adhere to the letter and spirit of the Open Meetings Law. Board members shall not deliberate, vote, or otherwise take action on any matter with the intention of making it impossible for persons attending a meeting of the board to understand what is being deliberated, voted, or acted on.

5. Role of the Councilmember Liaison.

At the organizational meeting in each election year, or as needed, the City Council may appoint a Councilmember liaison to each board. The Councilmember liaison represents the Council as a whole to a particular board, and facilitates dialogue between the board and the full Council. The Councilmember liaison will be an ex-officio member of the board. The Councilmember liaison is not included in the board's membership for quorum purposes, and does not deliberate or vote on matters before the board. The Councilmember liaison shall bring a fair and balanced perspective, and shall not impose personal biases on any of the boards. The Councilmember liaison shall communicate with the staff member liaison and board Chair throughout the year, to ensure the board remains focused on their missions and roles, and to stay abreast of board activities. Councilmember liaisons shall be accessible to staff member liaisons and board Chairs to offer feedback and guidance.

6. Staff Member Liaison.

The staff member liaison shall be the director or designee of the boards controlling department. The staff member liaison is not included in the board's membership for quorum purposes, and does not deliberate or vote on matters before the board. The staff member liaison's duties include:

- (1) Working with the committee Chair to establish the agenda for each meeting;
- (2) Ensuring that meeting notifications and recordkeeping remains consistent with applicable State laws and City policies;
- (3) Assisting with ensuring the meeting is run appropriately, according to the established General Rules of Order;
- (4) Developing and implementing a board-specific orientation and training program for new members;
- (5) Assisting the Chair in keeping the board on track and focused according to its mission;
- (6) Advising boards on the appropriate process for moving forward with issues and recommendations to Council;
- (7) Educating and updating boards on relevant City initiatives and activities; and
- (8) Notifying the Clerk at least 72 hours in advance of any change to the regular meeting schedule, or when a special meeting is called by the board. This includes notices for any subcommittees created by the board.

7. Role of the Chair, Vice-Chair, and Temporary Chair

Annually, or as needed, each board will elect from its membership a Chair. The appointed Chair shall be entitled to vote on all matters and shall be considered a board member for all purposes, including the determination of whether a quorum is present.

The Chair shall have the following authority:

- To preside over public meetings of the board;
- To vote upon all measures before the board;
- To be counted for quorum purposes;
- To preserve order and decorum;
- To call a brief recess at any time;
- To adjourn in an emergency.

The Chair may also:

- Rule motions in or out of order;
- Determine when a speaker has gone beyond reasonable standards of courtesy in his or her remarks, as well as entertain and rule on objections from other members on this ground;
- Answer questions of procedure.

Annually, at the organizational meeting, each board will elect from its membership a Vice Chair to serve in the Chair's absence, in case of sickness of the Chair, or other causes that would prevent the Chair from attending to his or her duties. The Vice Chair shall be entitled to vote on all matters and shall be considered a board member for all purposes, including the determination of whether a quorum is present. When called upon to preside over meetings in the absence of the Chair, the Vice Chair will have all the same authorities as the Chair.

If both the Chair and Vice Chair are absent from a meeting, the board will elect from among its members a Temporary Chair to preside at the meeting. The Temporary Chair shall be entitled to vote on all matters and shall be considered a board member for all purposes, including the determination of whether a quorum is present. When called upon to preside over meetings in the absence of the Chair and Vice Chair, the Temporary Chair will have all the same authorities as the Chair.

The Chair, or presiding officer of the meeting, shall follow the principles below, which were taken from *Roberts Rules in Plain English*:

- "Be on time and start on time."
- "Be organized. The presiding officer should have a detailed, well prepared agenda and stick to it."
- "Be prepared. The presiding officer should be familiar with the procedural rules..."
- "Be a teacher. The presiding officer should keep the group working together by explaining procedure clearly and communicating the next order of business. If a motion is confusing, it is his [her] duty to clarify it. This may mean helping a member rephrase a motion."
- "Be in control of the floor. The presiding officer should 'assign' the floor by recognizing those members who wish to speak by calling them by name. No other member may interrupt or call out remarks without being out of order. The presiding officer should remind such a member that the floor has been assigned and request that his [her] remarks be held until the floor has been assigned to him [her]. In addition, private discussion between members while another has the floor is out of order and disruptive members should be reminded of this rule."
- "Be impartial. The presiding officer should impartially call on members wishing to speak. He [she] should give members on both sides of an issue an opportunity to speak..."
- "Be composed. The presiding officer should remain calm and objective, keeping the meeting moving."
- "Be precise. The presiding officer should always restate the motion before taking a vote. After taking the vote, he [she] announces the result of the vote by interpreting the action taken. The presiding

officer should always be certain about the results of a voice vote. He [she] may retake the vote by requesting a show of hands on his [her] own accord.”

- “Be focused. The presiding officer should not allow irrelevant discussion. Restate the question and, if necessary, directly request the member to ‘confine remarks to the pending question’.”
- “Be temperate. The presiding officer should use the gavel sparingly, tapping it once to open and close the meeting.”

8. Action by boards

Actions of the boards shall proceed by motion, unless agreed to proceed by unanimous consensus. Seconds are required to all motions. Only one motion at a time shall be allowed. Motions may be withdrawn at any time prior to a vote. Motions shall be adopted by a majority of the votes cast, unless otherwise required by these rules or by the laws of North Carolina. A majority is defined as more than half of the board members present for the vote.

Every member of the board shall actively participate in voting unless excused by the remaining members in accordance with state law. A member who wishes to be excused from voting shall inform the Chair, who shall take a vote of the remaining members. No member shall be excused from voting except upon matters in which the member has a conflict of interest (as outlined in the North Carolina General Statutes and case law). In all other cases, a failure to vote by a member who is physically present in the meeting, or who has withdrawn without being excused by a majority vote of the remaining members present at the meeting, shall be recorded as an affirmative vote. However, board members are encouraged to make their voting positions clear by verbalizing their votes, rather than allowing their silence to represent an affirmative vote. If a vote is unclear to the Chair, then it will be up to the Chair to call for a roll call vote. For any voice vote that is not unanimous, the Chair shall follow up and conduct a roll call vote.

9. Public Hearings (if required)

The board shall follow all North Carolina laws and local ordinances with regard to legally required public hearings. The purpose of a public hearing is to receive public input on a specified topic. The board members should not engage in conversation or debate with speakers during public hearings. The board will hold all questions and comments until after the public hearing is closed.

The following rules apply to public hearings:

1. Speakers must come to the podium to make their remarks;
2. Speakers should clearly state their name to the staff member liaison taking the minutes;
3. Speakers should be concise;
4. Speakers should avoid repetition;
5. Speakers may only speak once per public hearing;
6. Individuals should designate a spokesperson for large groups;
7. Speakers should provide the staff person who is taking the minutes with any documents or materials to be presented to the board. The staff member liaison shall distribute the materials to the board;
8. Speakers should direct comments to the entire board and not to individual board members.

*Also see the City of Goldsboro Public Comment Period and Public Hearing Policy.

**The Planning Commission/Board of Adjustment, and any other quasi-judicial board, may adopt variations to these rules as required or appropriate for public evidentiary hearings.

10. Debate/Discussion by Board Members

Debate/discussion shall be allowed prior to requiring a motion and second. During the debate/discussion, the presiding officer shall call on a member who has not spoken on the issue before recognizing someone who has already spoken. The Planning Commission/Board of Adjustment may adopt variations to these provisions for public evidentiary hearings.

Board members should avoid personal remarks directed towards individual board members, individual staff members, and individual Council members. The presiding officer shall politely rule all such remarks as out of order.

The board members shall follow the debate/discussion principles outlined in Policy Statement 143 Rules of Procedure for the Goldsboro City Council, reiterated below:

- “It is a good idea to begin your debate by telling the members which side you are speaking on...”
- “Organize your thoughts. Pay close attention to your delivery. Speak clearly and slowly, project your voice, and say it like you mean it. Organize your thoughts into two or three main points and communicate them during your debate time...Keep focused on the major reasons why you have taken your stand. Consider this as part of your meeting preparation.” It’s a good idea to bring your concise notes to the meeting with you, and actually take notes during the meeting, to help you frame your debate/discussion comments.
- “Only speak when called on” [by the presiding officer].
- “Direct all comments to the Chair. Avoid directing comments to another member.”
- “Don’t be disruptive. Side conversations are not allowed. Neither is walking around the room in a manner that is disruptive to the meeting.”
- “You can make corrections. If you hear information that you know is inaccurate, you have the right to call attention to the inaccuracy and to have the accurate information shared with the group... this must be done politely.”

11. Minutes

Generally, the minutes of all boards are considered public records. However, if the board’s session is closed, the minutes from the closed portion of the meeting may not become accessible to the public for a certain period of time, depending upon the circumstances and subject matter of the meeting. The public records laws should be relied upon in determining when all records, including minutes, are deemed public records. The staff member that is designated as the secretary or liaison to the board shall be considered the custodian of the minutes, and should treat such documents as public records laws require.

The law requires that all minutes be “full and accurate”. The purpose of minutes is to provide a record of the actions taken by a board and not to provide a transcript of the discussions that occurred during the meeting. The minutes can also provide evidence on behalf of the board; proof that the board followed proper procedures in taking its actions. If no action is taken, the minutes may simply reflect that the meeting occurred, include the subject of the meeting and that no action occurred. It is not necessary to reflect the conversations and discussions of the board. The minutes should reflect motions made and seconds, identify the movants, dissenting votes, the general summary for the dissenting vote (or minority opinion), and the order in which the items before the board were addressed. All minutes shall be in written form. Minutes should contain enough information to act as an official record of the actions taken. They should serve as a guide to staff and Council in describing what action, if any, is recommended by the board, and should be sufficient enough to be submitted as legal evidence if necessary. It is not necessary to record all discussions, particularly those discussions upon which no action is taken. Minutes for closed sessions shall be kept in accordance with the law and should provide a general account of the closed session, so that a person not in attendance would have a reasonable understanding of what transpired.

The following is an outline which may serve as a template for the boards in the preparation of meeting minutes.

- Name/identity of the board;
- Date, time, and location of meeting;
- Time meeting called to order;
- Names of board members in attendance and those absent;
- Statement of whether or not there is a quorum;
- Identification of subjects for consideration;
- Motions and seconds;
- Any conflicts of interest or abstainments from voting and votes thereon;
- Vote/Action taken by board;
- Dissenting opinion;
- Time meeting adjourned.

Board members may suggest corrections to the minutes when they are in draft form. All board member suggested corrections should comply with this policy. Board members should not propose amendments to the minutes that conflict with this policy.

If recordings of board meetings are created, then the staff member liaison shall maintain these recordings in accordance with the public records laws.

12. Parliamentary Procedure Resources

When questions arise about parliamentary procedure that are not addressed by these General Rules of Order or the board-specific rules of order, the following resources may be consulted: *Suggested Rules of Procedure for a City Council* (by Trey Allen), and *Robert's Rules of Order*.

13. Subcommittees of the Boards

Each board, except the Planning Commission/Board of Adjustment, may create subcommittees from its membership to facilitate the efficiency and effectiveness of the board's business by researching, studying, and deliberating issues on behalf of, and at the direction of, the full board. The meetings of such subcommittees are public meetings and must comply with the open meetings law. Recommendations and reports of any subcommittee will be made to the full board for discussion and/or recommendation.

14. Coverage (Effective Date and Application)

This policy, upon adoption of the City Council, shall be applicable to all Council-appointed boards and committees until such time that the policy statement is altered, modified, or rescinded by the City Council.

**SAFETY FIRST ON HALLOWEEN
PROCLAMATION**

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

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

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

NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim:

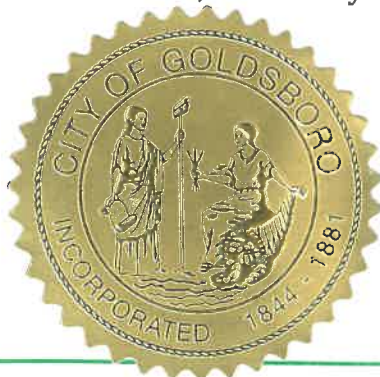
SAFETY FIRST ON HALLOWEEN


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

- Parents or guardians are asked to supervise the Halloween Trick or Treat activities of their children and to ensure 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. to 8:00 p.m. on Monday, October 31, 2022.
- 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 or guardians are asked to explain to children that homes with no outdoor lights 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 or guardian supervision be extended to include insistence that children do not consume any "treats" until closely examined by their parents or guardians. Parents or guardians should follow the rule "if in doubt - throw it out" where evidence of tampering with packaging or surfaces of consumable product exists.

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 3rd day of October, 2022.




David Ham
Mayor