



AGENDA
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF GOLDSBORO
COUNCIL CHAMBERS – CITY HALL – 214 N. CENTER STREET
NOVEMBER 19, 2018



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

I. ADOPTION OF THE AGENDA

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

- a. Carver Heights Elementary School Discussion (LaTeesa Allen, ISD)
- b. Goldsboro Strategic Plan-- Discuss and approve the formation of an exploratory committee to determine the need and cost for a Goldsboro Strategic Plan (Mayor Pro Tem Ham)

NEW BUSINESS

- c. Discussion of Chapter 31, Section 31.19 of the Code of Ordinances, General Disclosure- Removing the requirement for Department Heads and Boards and Commissions members to fill out the disclosure form (Mayor)
- d. Semi Pro Soccer Discussion (Parks and Recreation)
- e. NCLM Voting Delegate (City Manager)
- f. Boards and Commissions Vacancies (City Manager)

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

Invocation (Rev. Dr. Kenneth Tate, Antioch Missionary Baptist Church)
Pledge to the Flag

IV. ROLL CALL

V. APPROVAL OF MINUTES (*Motion/Second)

- A. Minutes of the Work Session and Regular Meeting of November 5, 2018

VI. PRESENTATIONS

- B. Resolution Expressing Appreciation for Services Rendered by Kim Dawson as an Employee of the City of Goldsboro for More Than 23 Years

VII. PUBLIC HEARINGS

- C. CU-11-18 Steven Hall – East side of N. William Street between Brogden Street and Raynor Street (Planning)
- D. CU-12-18 Dale Bevell – East and West sides of North Carolina Street between A Street and Hooks River Road (Planning)
- E. CU-13-18 Regina Exum - North side of Royall Avenue between Jefferson Street and Teakwood Drive (Adult Day Care) (Planning)
- F. Z-17-18 Wayne County Historical Association – South side of East Mulberry Street between North William Street and Patrick Street (Planning)
- G. Z-18-18 Leonard and Doris Jones – North side of Vann Street between Bruce Street and Vann Street Terminus (R-6 to RM-9CD) (Planning)

PLANNING COMMISSION EXCUSED

- H. Public Hearing - Water Treatment Plant / Plate Settler Project Engineering Report/Environmental Information Document (Public Works Department-Utilities)

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

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

- I. GoWayneGo Grant Funding (Finance)
- J. Budget Amendment - 2018-2019 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME) (Finance)
- K. Bid Award to Vortex Construction Co., LLC to construct shelter and restrooms in HV Brown Park (Parks and Recreation)
- L. Goldsboro Christmas Parade – Street Closing Request (Police)

M. Rescheduling Council Meetings For 2019 Due To Holidays (City Manager)
N. Departmental Monthly Reports

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

O. Resolution Supporting Carver Heights Elementary School (Mayor)

XI. CITY MANAGER'S REPORT

XII. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS

XIII. CLOSED SESSION

XIV. ADJOURN

MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD
NOVEMBER 5, 2018

WORK SESSION

The Mayor and Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:30 p.m. on November 5, 2018 with attendance as follows:

Present:

- Mayor Chuck Allen, Presiding
- Mayor Pro Tem David Ham
- Councilmember Antonio Williams
- Councilmember Bill Broadaway
- Councilmember Mark Stevens
- Councilmember Bevan Foster
- Councilmember Gene Aycock
- Ron Lawrence, Attorney
- Randy Guthrie, Interim City Manager
- Melissa Corser, City Clerk
- LaToya Henry, Public Information Officer
- Octavius Murphy, Assistant to the City Manager
- Jennifer Collins, Planning Director
- Bobby Croom, City Traffic Engineer
- Kaye Scott, Finance Director
- Mike West, Police Chief
- Scott Williams, IT Director
- Felicia Brown, Assistant P&R Director
- Mike Wagner, Deputy Public Works Director – Utilities
- Rick Fletcher, Public Works Director
- Joe Dixon, Fire Chief
- Christy Langley, Administrative Assistant III Fire Department
- Shycole Simpson-Carter, Community Relations Director
- Allen Anderson, Chief Building Inspector
- Julie Metz, DGDC Director
- Bernadette Dove, HR Director
- Ken Conners, News Director-Curtis Media Group East
- Dale Armstrong, Cherry Hospital
- Lonnie Casey, Citizen
- Bobby Mathis, Citizen
- Della Mathis, Citizen
- Shirley Edwards, Citizen
- Yvonnia Moore, Citizen

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

Adoption of the Agenda. Mayor Allen asked that Council add to the agenda a request from the school superintendent, a Resolution in Support of Keeping Carver Heights Elementary under Wayne County Public Schools' Responsibility. Council discussed the Resolution.

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

Resolution In Support of Keeping Carver Heights Elementary as a Wayne County Public School. Council discussed. Upon motion of Councilmember Foster, seconded by Councilmember Stevens and unanimously carried, Council tabled the Resolution to allow for time to setup a meeting where Council could discuss this item with Dr. Dunsmore.

First Quarter Financial Update. Ms. Kaye Scott reviewed the following information:

Utility Fund – Collections (Comparison to 1st Quarter 2017)

	<i>Adjusted Budget</i>	<i>Actual Collections</i>	<i>YTD% Collections</i>
1 Charges for Services			
2 Current Water Charges	6,779,000	1,720,610	25.38%
3 UF - SJAFB	1,525,000	488,610	32.04%
4 Current Sewer Charges	7,800,000	1,839,845	23.59%
5 Late Payment/Svc. Fees	373,500	92,687	24.82%
6 Applied Deposits	197,000	43,920	22.29%
7 Reconnections Fees	13,500	2,404	17.81%
8 Water/Sewer Taps	30,500	9,700	31.80%
9 Compost Revenues	60,000	18,713	31.19%
10 Total	16,778,500	4,216,489	25.13%
11 Capital Returns & Misc. Revenues			
12 Investment Earnings	31,000	14,407	46.47%
13 AMI Loan Proceeds	2,512,321	1,945,949	77.46%
14 Other Misc. Revenues	1,911,588	359,648	18.81%
15 Total	4,454,909	2,320,004	52.08%

DGDC & Occupancy Tax Collections (Comparison to 1st Quarter 2016)

	<i>2018</i>	<i>2017</i>	<i>Difference</i>
DGDC			
1 Taxes	3,883	5,681	(1,798)
2 Investment Earnings	569	91	478
3 Totals	\$ 4,452	\$ 5,772	\$ (1,320)
Occupancy Tax			
4 Tax Collections	292,590	276,188	16,402
5 Investment Earnings/ Misc. Revenues	58,181	1,307	56,874
6 Totals	\$ 350,771	\$ 277,495	\$ 73,276

DGDC & Occupancy Tax Collections - 1st Qtr. - July – September 2018

	<i>Adjusted Budget</i>	<i>Actual Collections</i>	<i>YTD% Collections</i>
DGDC			
1 Taxes	72,155	3,883	5.38%
2 Investment Earnings/Misc.	315	569	180.63%
3 Total	\$ 72,470	\$ 4,452	6.14%
Occupancy Tax			
4 Occupancy Tax - Civic Ctr.	690,000	176,594	25.59%
5 Occupancy Tax - T & T	170,000	44,265	26.04%
6 County of Wayne Occp. Tax	170,000	71,732	42.20%
7 Investment Earnings/Misc.	1,050	58,180	5540.95%
8 Total	\$ 1,031,050	\$ 350,771	33.85%

Actual Collections (Comparison to 1st Quarter 2017)

	<i>2018</i>	<i>2017</i>	<i>Difference</i>
1 General Fund	6,931,918	10,486,342	(3,554,424)
2 Utility Fund	6,536,493	4,454,762	2,081,731
3 Downtown Development	4,452	5,772	(1,320)
4 Occupancy Tax	350,771	277,495	73,276
5 Stormwater Fund	353,953	81,903	272,050

Actual Expenditures - Comparison with Adjusted Budget

	<i>2018</i>	<i>2017</i>
1 General Fund	\$ 11,098,230	\$ 13,589,675
	25.42%	28.80%
2 Utility Fund	\$ 5,700,493	\$ 4,157,744
	24.85%	17.05%
3 Stormwater Fund	\$ 198,131	\$ 52,920
	13.08%	4.93%
4 Downtown Development	\$ 12,232	\$ 4,457
	13.93%	5.39%
5 Occupancy Tax	\$ 334,559	\$ 490,607
	28.35%	27.37%

General Fund Attrition (Salaries/Fringes)

1. Budgeted Attrition (Entire Year)	\$ 800,000
2. 1 st Quarter Budgeted Attrition	200,000
3. 1 st Quarter Actual Attrition	298,763
4. 1 st Quarter Savings	98,763
5. Departmental Vacancies (General/Other)	34/4

General Fund Attrition (Health Insurance)

1. Budgeted Attrition (Entire Year)	\$ 100,000
2. 1 st Quarter Budgeted Attrition	25,000
3. 1 st Quarter Actual Attrition	47,294
4. 1 st Quarter Savings	22,294
5. Opt Out City's Insurance Coverage	18/7

Fund Balance - Adopted Budget Appropriations

FY 2018-19

General Fund	None
Utility Fund	None
DGDC	None
Occupancy Tax Fund	\$20,683

Fund Balance - Council Appropriations

FY 2018-19

1. General Fund	\$364,491
a. Property – ROW – NCDOT	\$125,000
b. City Hall Repairs	22,591
c. City Manager Search	16,900
d. Worker's Comp Claim	200,000
2. Utility Fund	\$178,114
a. SRF Loan Expense – Phase IV Rehab.	
3. DGDC	None
4. Occupancy Tax Fund	None

Bond Ratings Update

Standard & Poor's Ratings Services and Moody's has assigned the following ratings to Goldsboro:

Standard and Poor's Rating Services: AA

Moody's Investors Services Aa2

Councilmember Williams asked how much was in the general fund and Ms. Scott replied approximately \$7.5 million in the unassigned general fund.

Council thanked Ms. Scott.

Discussion of Grant Partnership with GoWayneGo for Potential Recreational Projects. Ms. Felicia Brown shared the following information:

Grant available from GoWayneGo Initiative

	Grant	City Match
Scout Project Funding	\$ 2,500.00	\$0.00
Resurface Track	\$17,500.00	\$20,000.00
Greenway Paving	\$20,000.00	\$20,000.00
	\$40,000.00	\$40,000.00

Council discussed. Councilmembers Broadaway and Aycock stated normally scouts are responsible for fundraising. Upon motion of Councilmember Broadaway, seconded by Councilmember Aycock and unanimously carried, Council agreed to support resurfacing the track and greenway paving of Stoney Creek Parkway from Walnut Street to Elm Street. Staff will bring back a budget amendment.

Council Meeting Dates for 2019. Ms. Melissa Corser shared included in the agenda packet is a list of proposed Council Meeting dates for 2019. Council Meetings are normally held on the first and third Monday's of each month. Due to holidays, staff would recommend Council approve the following meeting dates:

- Tuesday, January 22 (Monday, January 21st is a holiday – Martin Luther King, Jr. Day)
- Monday, July 15 (Combining July 1st with the July 15th meeting due to the July 4th holiday)
- Monday, September 9 (2nd Monday)
- Monday, September 23 (4th Monday)

Ms. Corser asked Council to look over and let staff know if they have any conflicts with the meeting dates.

Discussion Regarding Location of the 135th US Colored Troop Memorial. Councilmember Aycock asked the descendants of the 135th US Colored Troop to stand. He shared the 135th US Colored Troop Memorial Committee has been discussing the location of the memorial and would ask Council to support the memorial being installed between the Herman Park Center and the public library. Councilmember Ham stated as we go forward he would like to define certain responsibilities such as who would be responsible for maintenance.

Upon motion of Councilmember Aycock, seconded by Councilmember Broadway and unanimously carried, Council agreed the memorial could be located between the Herman Park Center and the public library.

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

Item B. Budget Amendment - 2018-2019 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME). Councilmember Williams had some questions regarding the Economic Development Activity – Goldsboro Small Business Investment Grant Program. Councilmember Williams asked who would be handling the program. Mr. Guthrie replied the program would be administered by staff. Councilmember Williams stated he felt like he needed more clarity. Upon motion of Councilmember Williams, seconded by Councilmember Foster and unanimously carried, Council removed Item B. Budget Amendment - 2018-2019 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME) from the consent agenda and deferred for two weeks.

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

CITY COUNCIL MEETING

The Mayor and Council of the City of Goldsboro, North Carolina, met in regular session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on November 5, 2018 with attendance as follows:

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

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

Archbishop Anthony Slater with Tehillah Church Ministries provided the invocation. Boy Scout Ben Farfour led the Pledge to the Flag.

Approval of Minutes. Councilmember Aycock made a motion to approve the Minutes of the Work Session and Regular Meeting of October 15, 2018 as submitted. Councilmember Broadway seconded the motion. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Broadway, Stevens, Foster and Aycock voted in favor of the motion. Councilmember Williams voted against the motion. Mayor Allen stated the motion carried 6:1.

Public Comment Period. Mayor Allen opened the public comment period. The following person spoke:

Mr. Paul Sherrod thanked Council for the support of the 135th Colored Troop Memorial location.

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

Consent Agenda - Approved as Recommended. Interim City Manager, Randy Guthrie, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Mr. Guthrie reminded Council, Item B. Budget Amendment – 2018-19 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME) was removed from the consent agenda and deferred for two weeks during the Work Session. Councilmember Aycock moved the items on the Consent Agenda, Items C, D, E, F, G, H, I, J, and K be approved as recommended by the Interim City Manager and staff. The motion was seconded by Councilmember Stevens and a roll call vote resulted in all members voting in the affirmative. Mayor Allen declared the Consent Agenda approved as recommended. The items on the Consent Agenda were as follows:

Condemnation of Dilapidated Structures. Ordinance Adopted. Inspections were performed on eleven (11) substandard structures which do not comply with the Minimum Housing Code. Therefore, proceedings were initiated to bring these structures into code compliance. The locations of these structures and the condemnation sequences followed are listed below. Notification was sent from the Inspections Department to the owner(s) giving them ample opportunity to renovate the property. All steps and procedures required by the Ordinance have been taken, including a last opportunity to repair the structures with notification of the upcoming Council meeting for the purpose of requesting condemnation. Legal notices by advertisement were entered in the local newspaper on two occasions relative to these structures.

- (1) 612 Daisy Street
Tax parcel #: 12-3509175926
Owner: Christine B. Fennell
612 Daisy Street
Goldsboro, NC 27530
 - (a) Originally inspected May 24, 2017
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is not secure.
 - (e) The title search revealed taxes due for 2015 and 2016 in the amount of \$604.86
 - (f) Letters of opportunity to repair or demolish were sent to Christine B. Fennell and David Fennell but the conditions of the letter have not been met.
- (2) 109 Basil Street
Tax parcel #: 3600006248
Owner: Rogene Worrell
1513 Catalpa Street

Goldsboro, NC 27530

- (a) Originally inspected August 14, 2008
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is secure.
 - (e) The title search revealed taxes due for 2016 in the amount of \$111.62
 - (f) Letters of opportunity to repair or demolish were sent to Rogene Worrell but the conditions of the letter have not been met.
- (3) 414 S. Slocumb Street
Tax Parcel #: 3509-13-3407
Owner: Trustees Pentecostal Holy Church
600 E. Pine
Goldsboro, NC 27534
- (a) Originally inspected July 13, 2016
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is secure.
 - (e) The title search revealed taxes are current
 - (f) Letters of opportunity to repair or demolish were sent to Trustees Pentecostal Holy Church but the conditions of the letter have not been met.
- (4) 404 Lime Street
Tax Parcel #: 3600340418
Owner: Mary C. Monk
408 Hillsborough Street Apt.3
Chapel Hill NC 27514
- (a) Originally inspected February 14, 2014
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is secure.
 - (e) Letters of opportunity to repair or demolish were sent to Mary C. Monk But the conditions of the letter have not been met.
- (5) 904,906,908 Peru Street
Tax Parcel #: 12-3509-22-8879
Owner: Albert McClain and Edward McClain
3031 68th Street
Philadelphia PA 19142
- (a) Originally inspected July 25, 2017.
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is not secure.
 - (e) The title search revealed taxes due for 2017 in the amount of \$270.58
 - (f) Letters of opportunity to repair or demolish were sent to Albert McClain, Edward McClain and Robert L. Moore but the conditions of the letter have not been met
- (6) 307 Whitfield Drive
Tax Parcel #: 12-2599560114
Owners: EMC Mortgage Corporation
909 North Hidden Ridge Drive
Irving TX 75030

- (a) Originally inspected September 22, 2015.
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is not secure.
 - (e) The title search revealed taxes due for 2017 in the amount of \$318.92
 - (f) Letters of opportunity to repair or demolish were sent to EMC Mortgage Corporation and Michael R. Zorro but the conditions of the letter have not been met
- (7) 611 E. Spruce Street
Tax parcel #: 3509-04-9269
Owners: Hope Davis
119 Deerhorn Drive
Goldsboro NC 27530
- (a) Originally inspected July 16, 2014
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is not secure.
 - (e) The title search revealed taxes due for 2013 through 2017 in the amount of \$1,195.44
 - (f) Letters of opportunity to repair or demolish were sent to Hope Davis but the conditions of the letter have not been met
- (8) 305 N. Kornegay Street
Tax parcel #: 3509-16-2384
Owner: Charles E. Waller
900 Coach House Circle
Goldsboro NC 27534
- (a) Originally inspected November 07, 2016
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is secure.
 - (e) The title search revealed taxes due for 2017 in the amount of \$188.09
 - (f) Letters of opportunity to repair or demolish were sent to Charles E. Waller, and C T Corporation System, but the conditions of the letter have not been met
- (9) 605 Slaughter Street
Tax parcel #: 3509-12-7386
Owners: Sarah Louvenia Kornegay
PO Box 1734
Goldsboro NC 27533
- (a) Originally inspected October 22, 2014
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is secure.
 - (e) The title search revealed taxes due for 2012 through 2015 in the amount \$1,247.01
 - (f) Letters of opportunity to repair or demolish were sent to Sarah Louvenia Kornegay, but the conditions of the letter have not been met
- (10) 727 Isler Street
Tax parcel #: 2599919868
Owner: Patrick Shadding and Heirs of Patrick Shadding
727 Isler Street

Goldsboro NC 27530

- (a) Originally inspected February 20, 2015.
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is secure.
 - (e) Letters of opportunity to repair or demolish were sent to all Known & Unknown Heirs of Patrick Shadding Heirs, conditions of the letter have not been met.
- (11) 415 N. Carolina Street
Tax parcel #: 2899786354
Owner: Dennis Gerald Jackson & wife Judith O. Jackson
415 N. Carolina Street
Goldsboro NC 27530
- (a) Originally inspected September 30, 2010
 - (b) Structure is in dilapidated condition, not feasible for repair.
 - (c) No permits have been issued for this structure.
 - (d) The structure is secure.
 - (e) Letters of opportunity to repair or demolish were sent to Dennis Gerald Jackson & wife Judith O. Jackson, Wells Fargo Bank, Corporation Service Company, U.S. Bank, NA but the conditions of the letter have not been met.

The City Attorney has completed title searches on these properties to determine legal ownership. We have attempted to work with the owner(s) involved for their benefit, as well as the City's. Ample opportunity has been given for rehabilitation of the structures. In order that we may enforce the Code, we will have to complete the process by removing said structures. Bids will be awarded by informal bid procedures for all structures.

After the demolitions are satisfactorily completed, the owner(s) will be billed for the deed search and the removal. If it appears that asbestos is present, asbestos inspections will be required at these locations. Samples will be taken and laboratory tested at the owner's expense. The cost incurred for removal of asbestos will be added to the cost of the demolition. If the property owner(s) fails to pay these costs, we will place a lien against the properties. An Ordinance authorizing the Building Codes Administrator to demolish these structures is provided. Funds have been appropriated for these demolitions.

Staff recommended Council adopt the following entitled Ordinance condemning the structures located at 612 Daisy Street, 109 Basil Street, 414 S. Slocumb Street, 404 Lime Street, 904,906,& 908 Peru Street, 307 Whitfield Drive, 611 E. Spruce Street, 305 N. Kornegay Street, 605 Slaughter Street, 727 Isler Street, and 415 N. Carolina Street, in the City of Goldsboro, North Carolina. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

ORDINANCE NO. 2018-58 "AN ORDINANCE DIRECTING THE BUILDING CODES ADMINISTRATOR TO DEMOLISH THE PROPERTY HEREIN DESCRIBED AS UNFIT FOR HUMAN HABITATION"

Fire Department Reorganization. Approved. The request to reorganize the Fire Department (GFD) in an operationally sound and cost-effective manner was submitted by the Chief. The plan was shared with the office of Human Resources and can be supported. The change in structure will eventually reclassify 12 Captain positions to Lieutenants and 3 Assistant Chief positions to Battalion Chiefs. There will also be a Deputy Chief position and three part time positions created. This will be accomplished for less money than is currently budgeted in the salary and benefits funding line (1210). The progressive move essentially enhances job security and safety of GFD personnel. Additionally our citizens will be served by a more agile and outward facing department that will provide services to meet the prevalent need.

This plan has been in discussion for several months. Every member of the GFD has had the opportunity to share their thoughts and have questions answered. The numbers clearly reveal the savings to the Goldsboro community. While the perceived impact on a specific class of employees was a concern, the greater good of all employees and future organizational health was prioritized.

Staff recommended Council authorize the Fire Chief to move forward with the implementation of the reorganization plan as submitted. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

T.C. Coley Community Center Naming and Board Creation. Resolution Ordinance Adopted. The Former W.A. Foster Center on Leslie Street has been repurposed to give non-profit groups in Goldsboro a place to conduct business and assist the citizens of this community. On October 1, 2018, Council voted to create the T.C. Coley Community Center Board.

The Goldsboro City Council would like to change the name of the center from the W.A. Foster Center to the T.C. Coley Community Center to honor the life of James T.C. Coley, former city employee that made a lasting impression to many lives in this community.

The Goldsboro City Council is establishing an ordinance to delegate to the T.C. Coley Community Center Board the authority to oversee the operations, programs and upkeep of the Center.

Staff recommends Council adopt the following entitled Resolution naming the T.C. Coley Community Center and adopt the following entitled ordinance amending Chapter 32 Boards, Commissions and Departments of the City of Goldsboro's Code of Ordinances establishing the T.C. Coley Community Center Board. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

RESOLUTION NO. 2018-72 "A RESOLUTION NAMING THE T.C. COLEY COMMUNITY CENTER"

ORDINANCE NO. 2018-59 "AN ORDINANCE AMENDING CHAPTER 32 BOARDS, COMMISSIONS AND DEPARTMENTS OF THE CITY OF GOLDSBORO'S CODE OF ORDINANCES"

T.C. Coley Community Center Board Appointments. Resolution Adopted. The Goldsboro City Council has established a board for the T.C. Coley Community Center to manage and operate the center. It is necessary that official appointments be made to this board.

The City Council met during the Council Work Session on October 15, 2018, to review the applicants and discuss the board. The citizens listed below have shown an interest in participating on this board in addition to two city council members.

Steve Ashford
Ashley Kornegay
Derrick Manley
D.R. Halliday
Kasey Jones (Student)
Councilmember Mark Stevens
Councilmember Bevan Foster

Staff recommends Council adopt the following entitled Resolution appointing members to the T.C. Coley Community Center Board. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

RESOLUTION NO. 2018-73 "RESOLUTION APPOINTING MEMBERS TO ADVISORY BOARDS AND COMMISSIONS"

Z-15-18 Lane Farms, Inc. – North and South sides of New US 70 Bypass between Salem Church Road and Claridge Nursery Road. Ordinance Adopted. The applicant requests a zoning change from R-12 and R-20 Residential to Highway Business.

The request includes two tracts of land—one north of the New US 70 Bypass and one south of the Bypass.

Tract One (North of Bypass)
Frontage: 4,900 ft. (approx.)
Depth: 325 ft. (approx.)

Tract Two (South of Bypass)
Frontage: 3,100 ft. (approx.)
Depth: 150 ft. (approx.)

Total area for both Tracts: 43.64 acres

Surrounding Zoning: North: R-20 and R-20A Residential
South: R-12 and R-16 Residential
East: R-16 and R-20 Residential
West: R-20A Residential

The property is currently vacant.

A Conditional District has not been requested in conjunction with the zoning change so the property would not be limited to a specific use. The requested Highway Business zoning district would allow a number of commercial-type uses as well as billboards, if all dimensional and separation requirements can be met.

City water and sanitary sewer lines can be extended to serve the property at the expense of the owner. A portion of Tract One is located within a Special Flood Hazard Area.

On August 6, 2018, Council approved a zoning change for property immediately to the east of the subject property to Highway Business which included the Lanetree Conference Center building.

At the public hearing held on October 15, 2018, no one appeared to speak either for or against the request.

The Planning Commission, at their meeting held on October 29, 2018, recommended approval of the zoning change.

Staff recommended Council accept the recommendation of the Planning Commission and adopt an Ordinance changing the zoning for the property from R-12 and R-20 Residential to Highway Business. Although not completely consistent with the adopted Comprehensive Land Use Plan, the request to Highway Business would be appropriate adjacent to U. S. 70 Bypass. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

ORDINANCE NO. 2018-60 “AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES”

CU-10-18 Ruffin & Jackson – South side of Wilmington Avenue between Isler Street and Devereaux Street. Approved. The applicant requests a Conditional Use Permit to allow conversion of an existing structure into four apartment units within the R-6 Residential zoning district.

On December 3, 2007, Council approved a site plan for a parking lot to be utilized for the apartment units with a number of modifications relative to the apartment building.

Frontage: 102 ft.

Depth: 98.21 ft. (average)
Area: 9,954 sq. ft., or 0.229 acres
Zoning: R-6 Residential

The existing structure was built in 1953 and contains 1,950 sq. ft. Based on the R-6 zone, the area of the lot would only permit conversion of the structure into three apartment units. A modification to allow an increase in the allowable density from three units to four units was approved in 2007.

Other modifications approved at that time include the following:

1. Provision of sidewalks
2. Parking Lot Setback from 8 ft. to 0 ft., and
3. Drive aisle width from 20 ft. to 14 ft.

Although initial improvements were made to the structure, all building permits have expired and site plan reapproval is required.

On June 4, 2018, Council adopted an Ordinance which requires issuance of a Conditional Use Permit to allow conversion of dwellings into three or more multi-family units. The amendment was developed to protect existing single-family neighborhoods from the intrusion of multi-family apartment developments which would result based on lot sizes.

The R-6 Residential zone requires 6,000 sq. ft. of land area for the first residential unit and 2,000 sq. ft. of land area for each additional residential unit. Based on that requirement, in order to convert the building to four units, a total of 12,000 sq. ft. of land area would be required. As indicated previously, a modification to allow four apartment units was approved in 2007. There are no other apartments existing within this block of Wilmington Avenue.

Two curb cuts will be provided for access to eight paved parking spaces at the rear of the lot. Due to the size of the lot and the configuration of the building on the lot, modifications of the drive aisle width from 20 ft. to 14 ft. and parking lot setback from 8 ft. to 0 ft. were previously approved.

The applicant will be required to screen HVAC units and to install street trees along the street frontage. Two additional Maple trees will be installed adjacent to the parking area. The applicant has requested an additional modification of the rear yard buffer due to existing vegetation which exists at the rear of the property.

No sidewalks exist along any section of Wilmington Avenue and Council previously approved a modification of the sidewalk and fee in lieu requirement.

At the public hearing held on October 15, 2018, no one appeared to speak regarding this Conditional Use Permit request.

At their meeting held on October 29, 2018, the Planning Commission recommended approval of the Conditional Use Permit and submitted site plan with a modification of the rear yard buffer.

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

1. Adopt an Order approving the Conditional Use Permit to allow the conversion of an existing structure into four apartments within the R-6 Residential District; and
2. Approve the submitted site plan with the additional modification of the rear yard buffer requirement. Consent Agenda Approval.
Aycock/Stevens (7 Ayes)

Street Name Change – Keenway Drive to Keller Way Drive. Ordinance Adopted. A petition to change the name of “Keenway Drive” to “Keller Way Drive” has been submitted. Keenway Drive is a street containing approximately 1,220 ft. within Adair Subdivision on the south side of US Highway 70 West.

The petitioner (Mr. Steve Keen) has indicated that he wishes to change the name of the street before it is completely constructed in order to avoid future inconvenience. The name “Keller Way Drive” is proposed in honor of his newest grandson.

The City is authorized to change street names within the city limits according to provision set forth in General Statutes. While the statutes are very general in nature, the City follows the same procedures used by the County in renaming streets.

The proposed name change has been sent to the County Planning Department to insure that the name “Keller Way Drive” would not result in any confusion as it relates to provision of emergency services. The County Planning Director has indicated that the County does not have any objection to the street name change which has been proposed.

At the public hearing held on October 15, 2018, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting held on October 29, 2018, recommended approval of the street name change.

Staff recommended Council accept the recommendation of the Planning Commission and adopt the following entitled Ordinance changing the name of Keenway Drive to Keller Way Drive. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

ORDINANCE NO. 2018-61 “AN ORDINANCE CHANGING THE NAME OF A CERTAIN STREET WITHIN THE CITY OF GOLDSBORO”

Wayne County EMS Substation – 210 Millers Chapel Road – Request to Waive Annexation Requirements. Approved. The property is located on the northeast corner of Millers Chapel Road and Wilson Street. The property is located within the City’s ETJ.

Frontage: 265’ ft. (Millers Chapel Road)
197’ ft. (Wilson Street)
Depth: 197’ ft. (average)
Area: 1.09 acres

The property is currently vacant and the County of Wayne proposes to construct an EMS Substation on the property.

Per Chapter 53 of the Goldsboro North Carolina Code of Ordinances, conditions for making water and sewer connections to property outside the city limits requires voluntary annexation of the property. The Wayne County Board of Commissioners is requesting a waiver of the City’s annexation requirements with respect to proposed connection to City sewer and to allow the County to perform their own inspections during the construction phase.

The property is adjacent to the city limits and the County plans to place a new EMS substation at this site, which would consist of approximately 2,000 square feet in living quarters.

The property and proposed structure would be tax exempt and would not increase the City’s property tax valuation. The County understands they will be required to pay the outside City rate for sewer as well as costs totaling \$1,200 for a 4-inch sewer tap and \$2,899.50 for the sewer assessment.

Although the property does perk, the County has requested that the station remain on the City’s sewer system rather than be connected to a septic system.

If waiver of annexation requirements is given, the proposed substation would be constructed to County standards and the County would conduct their own inspections.

It was recommended Council allow the County of Wayne to connect to City sewer without annexation and allow the proposed EMS substation to be constructed to County standards with the County conducting their own inspections for this project. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

Contract Award for Goldsboro Turning Movement Count Inventory. Resolution Adopted. The City of Goldsboro, the Lead Planning Agency for the Goldsboro MPO, requested qualifications to assist in the development of the Goldsboro Turning Movement Count Inventory, which will result in peak hour traffic counts at 125 signalized intersections.

Six consultants’ submitted qualifications and the Selection Committee consisting of Jennifer Collins, Planning Director, Berry Gray, Wayne County Planning Director, Dominique Boyd, NCDOT and Bobby Croom, City Traffic Engineer reviewed each firm’s submittal. Each submittal was evaluated based on:

- 1. Quality and Completeness of Proposal;
- 2. Project Approach and Ability to Complete on Time;
- 3. Related Project Experience;
- 4. Quality and Completeness of a Submitted Project Example; and,
- 5. Reference

Upon review, the Selection Committee’s compiled evaluations indicated that VHB ranked highest of the six submittals.

On October 11, 2018, Staff presented their recommendation to the TCC and TAC for their approval. They recommended and approved the selection of VHB for this task.

In order to complete the data collection, VHB proposed a total contract fee of:

Contract for Services	\$43,750
City of Goldsboro (+/- 20%)	\$ 8,750
NCDOT PL 104 funds (+/- 80%)	\$35,000

The fee proposal for this project has been reviewed by the Planning Department and North Carolina Department of Transportation, checked for accuracy, and found to be in order. We have also reviewed the financing of this project with the Finance Director. Sufficient funds are available for this project with 80% of the project being paid for with the use of PL 104 funds.

Staff recommended Council adopt the following entitled Resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$43,750 with VHB, for the Goldsboro Turning Movement Count Inventory. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION
OF A CONTRACT FOR THE GOLSBORO TURNING MOVEMENT COUNT
INVENTORY

End of Consent Agenda.

City Manager’s Report. Mr. Guthrie reminded everyone of the Veterans Day Parade on Saturday, November 10th. He shared a workday at the T.C. Coley Community Center is scheduled for Saturday, November 10th from 8:00 am – 2:00 pm. A Ribbon Cutting for the T.C. Coley Community Center is scheduled for Wednesday, November 21st at 10:00 am.

Mayor and Councilmembers' Reports and Recommendations. Mayor Allen read the following Proclamations:

Veterans Day Proclamation. Mayor Allen proclaimed November 11, 2018 as Veterans Day in the City of Goldsboro and urged all citizens to remember the service and sacrifice of our veterans who defend our freedom and preserve our way of life.

Small Business Saturday Proclamation. Mayor Allen proclaimed Saturday, November 24, 2018 as Small Business Saturday in the City of Goldsboro and called upon all citizens of the City of Goldsboro to support small business and merchants on Small Business Saturday and throughout the year.

Councilmember Williams encouraged everyone to get out and vote. District 1 can vote at the Wayne Center located at 208 S. Chestnut Street.

Councilmember Broadway also encouraged everyone to vote. He stated 83% of the airmen from Seymour Johnson Air Force Base live out in town, he asked that everyone thank them when they see them for what they do.

Councilmember Stevens stated he spoke on poverty not too long ago and education being a big part of fighting poverty. He also spoke about bringing businesses that provide a decent wage.

Councilmember Aycock encouraged everyone to vote. He stated as Chief Dixon shared, the 20th anniversary of the solemn day on which Chief H. Sidney Jones and First Lieutenant Robert Blizzard were killed as they fought a fire in an automobile salvage yard storage building. Please keep their family in your thoughts and prayers.

Councilmember Foster stated no comment.

Mayor Pro Tem Ham reminded everyone to come out to the Veterans Day parade on Saturday.

Mayor Allen stated he would like to see a good participation at the Veterans Day parade. He also encouraged everyone to vote. He also shared the work day at the T.C. Coley Community Center is Saturday, November 10th and the Ribbon Cutting is scheduled for November 21st. Mayor Allen stated First African Church is doing a homecoming this Saturday at 1:00 pm.

There being no further business, the meeting adjourned at 7:13 p.m.

Chuck Allen
Mayor

Melissa Corser, MMC/NCCMC
City Clerk

RESOLUTION NO. 2018-75

**RESOLUTION EXPRESSING APPRECIATION
FOR SERVICES RENDERED BY KIMBERLY DAWSON
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 23 YEARS**

WHEREAS, Kim Dawson retires on December 1, 2018 as the Assistant Finance Director with the Finance Department of the City of Goldsboro with more than 23 years of service; and

WHEREAS, Kim began her career on November 15, 1995 as a Payroll Accounting Technician with the Finance Department; and

WHEREAS, April 18, 2001, Kim was promoted to Accounting Analyst with the Finance Department; and

WHEREAS, on August 19, 2004, Kim was promoted to Accounting Specialist with the Finance Department; and

WHEREAS, on October 8, 2008, Kim was promoted to Accounting Services Manager with the Finance Department; and

WHEREAS, on January 8, 2014, Kim's position was reclassified as the Assistant Finance Director where she has served until her retirement; and

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

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

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

1. We express our deep appreciation and gratitude to Kim for the dedicated service rendered during her tenure with the City of Goldsboro and offer her our very best wishes for success, happiness, prosperity and good health in her future endeavors.
2. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 19th day of November, 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
CU-11-18 Steven Hall – East side of N. William Street between
Brogden Street and Raynor Street.

BACKGROUND: The applicant requests a Conditional Use Permit to allow
operation of a used-car lot within the General Business District.
The sale of used vehicles is a permitted use within the General
Business zoning district after the issuance of a Conditional Use
Permit approved by City Council.

Council previously approved the property on September 13, 1993
for the operation of a used-car lot and service center. The
property has been vacant for more than six months and now
requires a Conditional Use Permit in order to operate as used-car
sales.

Frontage: 65 ft.
Depth: 617 ft. (average)
Area: 1,337 sq. ft., or 0.92 acres
Zoning: General Business

DISCUSSION: The submitted site plan indicates an existing 264 sq. ft. building
proposed for use as a sales office located at the front of the
property. Another existing 350 sq. ft. building located behind the
sales office is proposed for washing and cleaning vehicles. The
applicant states there will be no outdoor storage on site.

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

No. of Employees: 2

A portion of the property is located in a Special Flood Hazard Area
identified as the 100-year floodplain. The applicant has been
informed the use of this area is prohibited from the display and/or
storage of any vehicles, parts or equipment associated with the
operation of the business.

Parking is required at one space per employee and five customer spaces. The applicant proposes up to 10 display vehicle spaces and the site plan indicates both customer and employee parking. No loading space will be required since all vehicles will be driven to the site.

Due to existing site conditions, the applicant is requesting the following modifications of the City's landscaping requirements:

1. Type A 5' Buffer requirements along the northern and southern property lines;
2. Street Trees along N. William Street; and
3. Vehicular Surface Area landscaping.

A Type A 5' buffer is required along the eastern property line and existing vegetation fulfills this requirement.

RECOMMENDATION:

No action necessary. Planning Commission will have a recommendation for the Council's meeting on December 3, 2018.

Date: 11/13/18


Planning Director

Date: _____

City Manager

CU - 11 - 18
1108 N WILLIAM ST
USED CAR LOT



CONDITIONAL USE

CASE NO: CU-11-18

USE REQUEST: Operate Used Car Lot

ADDRESS: 1108 N. William Street

APPLICANT: Steven Hall, Zackell Perry

HOURS OF OPERATION:

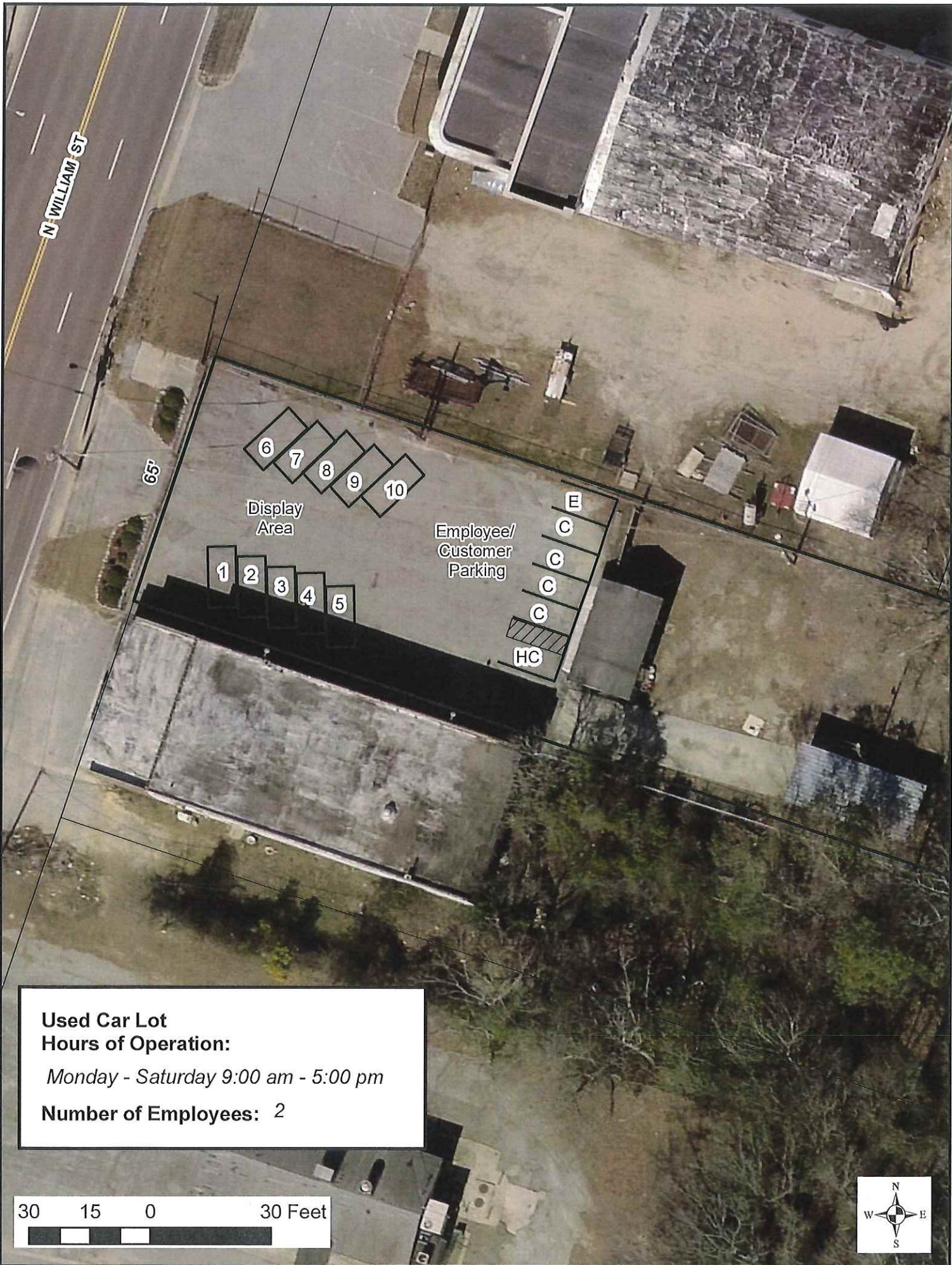
Monday- Saturday 9:00 am - 5:00 pm

NUMBER OF EMPLOYEES: 2

Modifications:



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Used Car Lot

Hours of Operation:

Monday - Saturday 9:00 am - 5:00 pm

Number of Employees: 2

30 15 0 30 Feet



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
CU-12-18 Dale Bevell – East and West sides of North Carolina Street
between A Street and Hooks River Road.

BACKGROUND: The applicant requests a Conditional Use Permit to allow an automobile recycling business with outdoor storage within the I-2 General Industry zoning district. Recycling of metal, paper and other materials are a permitted use with the issuance of a Conditional Use Permit within the I-2 zone.

The request includes two tracts of land – one on the west side of North Carolina Street and one on the east side of North Carolina Street.

Tract One (West of N. Carolina Street)

Frontage: 755 ft.
Depth: 650 ft.
Total Area: 11.2 acres

Tract Two (East of N. Carolina Street)

Frontage: 621 ft. (N. Carolina Street)
Frontage: 800.17 ft. (N. George Street)
Depth: 900 ft.
Total Area: 16.92 acres

Total area for both Tracts: 28.12 acres

The property is currently owned and occupied by Ex-cell Home Fashions Inc. If the Conditional Use Permit is granted, the applicant plans to purchase and occupy the space for an automobile recycling business with outdoor storage.

DISCUSSION: The property contains two existing metal buildings. Tract One contains an existing 80,294 square foot building while Tract Two contains an 78,086 square foot building. The applicant proposes to occupy the existing building on Tract Two immediately for office space and storage of automobile parts.

Tract Two will also provide for outdoor storage area of automobiles, once automobile parts have been removed and stored. At this time, the applicant has indicated Tract One for future storage use.

Hours of operation: 8 am to 5:30 pm Monday through Friday

No. of Employees: 28

City water and sanitary lines are available to serve the subject property. Impervious area will be increased as the applicant proposes gravel within the outdoor storage area of Tract Two. Stormwater calculations, grading and drainage plans will be required and subject to approval by City Engineering prior to any issuance of permits.

The submitted site plan indicates the outdoor storage area south of the existing building on Tract Two. An existing eight-foot chain link fence surrounds both Tracts and the applicant proposed to improve the existing fence with utilizing existing poles and replace the chain link with metal solid fencing. Material stored within the identified outdoor storage area shall not stack higher than the 8' fence or be visible from any public right-of-way.

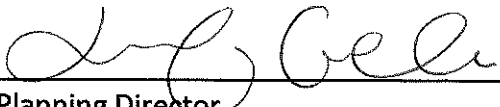
Adequate parking spaces for employees and customers have been indicated on the site plan. A minimum of 33 parking spaces are required and 84 spaces have been provided including 4 handicap spaces.

A total of 19 street trees are required along N. George Street and will consist of Autumn Fantasy Maple. Due to the location of the existing fence the applicant is requesting a modification of the street tree requirement along Carolina Street for both tracts.

Existing vegetation satisfy Buffer requirements along the northern and western property lines. The applicant is requesting a modification of the Type "A" 10 foot landscape buffer along the southern property lines due to existing and proposed 8' solid metal fencing.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on December 3, 2018.

Date: 11/13/18



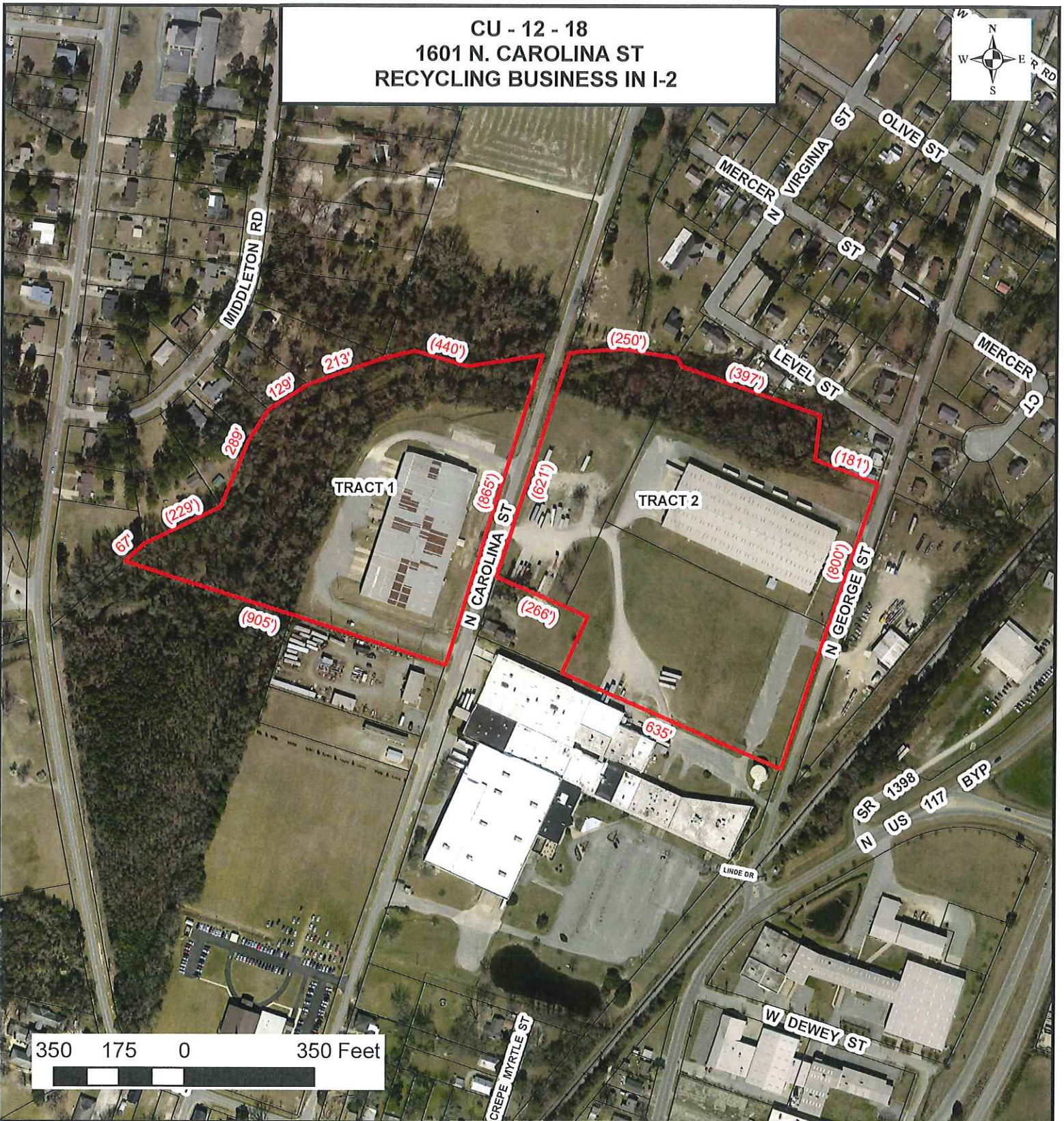
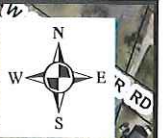
Planning Director

Date: _____

City Manager

dcc

CU - 12 - 18
1601 N. CAROLINA ST
RECYCLING BUSINESS IN I-2



CONDITIONAL USE

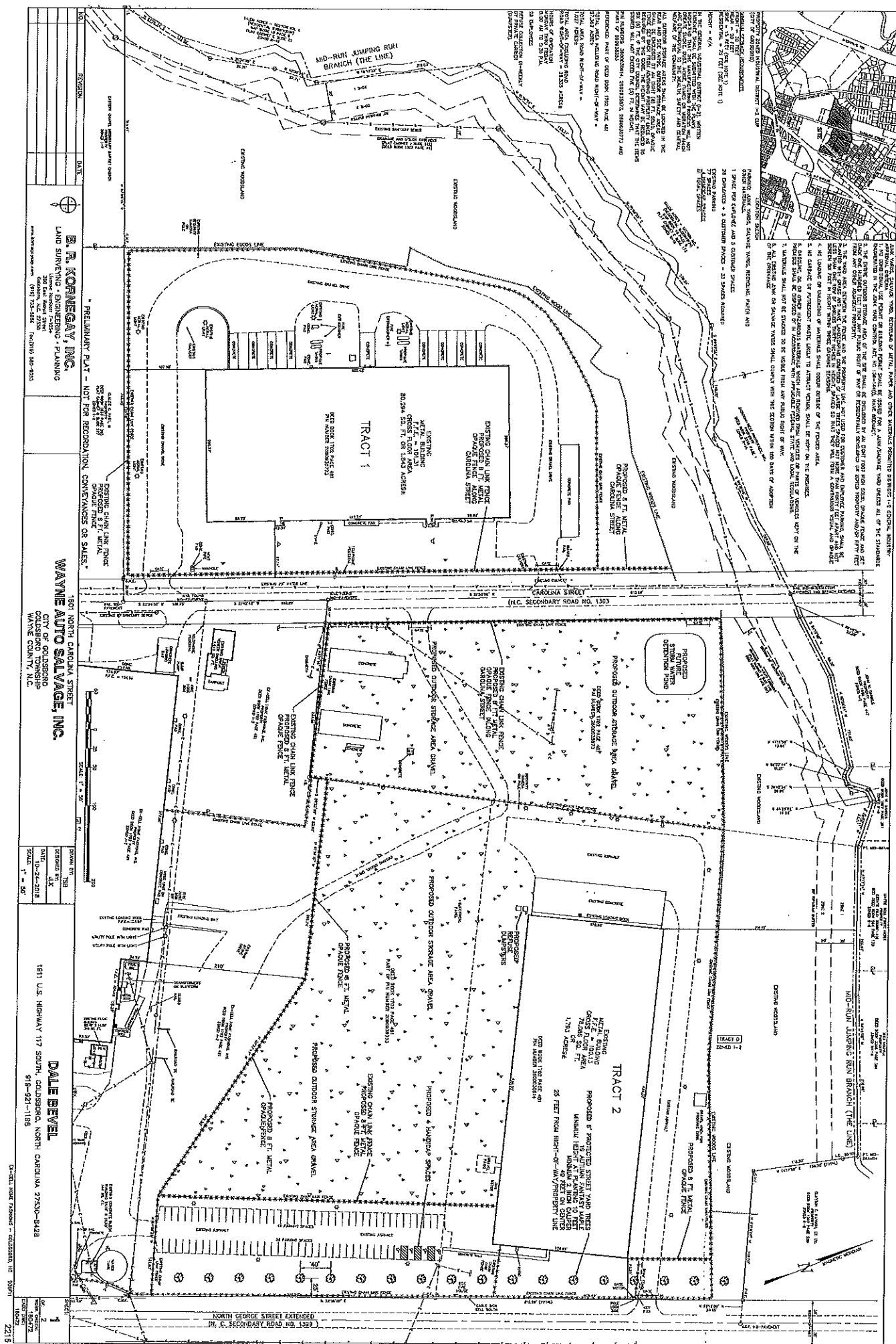
CASE NO: CU-12-18
USE REQUEST: Operate Recycling Business
ADDRESS: 1601 N. Carolina St
APPLICANT: Dale Bevel

HOURS OF OPERATION:

NUMBER OF EMPLOYEES:



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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
CU-13-18 Regina Exum - North side of Royall Avenue between Jefferson Street and Teakwood Drive (Adult Day Care)

Applicant requests a Conditional Use Permit to allow the operation of an adult day care in conjunction with an existing child day care facility.

BACKGROUND: The property is zoned NB (Neighborhood Business). Adult day cares are a permitted only after the issuance of a Conditional Use Permit approved by City Council.

Frontage: Approximately 130 ft. (Royal Ave.)

Area: 49,107 sq. ft., or 1.13 acres

DISCUSSION: As previously stated, the applicant intends to operate an adult day care in conjunction with an existing child day care facility.

The site has operated as a child day care since January of 2008. Currently, the North Carolina Division of Child Development licenses the facility for up to 40 children.

In addition to child day care services, the owner proposes to provide organized programs to senior adults in a supervised community group setting to promote social, physical and emotional well-being. Certification is required for adult day cares by the North Carolina Division of Aging and Adult Services.

Days/hours of Operation:
Monday-Friday: 5:30am-12:00 Midnight
Employees: 3-4

Access and Parking: The site is served by two existing over-sized driveway cuts off Royal Avenue. Based on one space per 300 sq.ft. of gross floor area, plus an unloading and loading area capable of stacking 4 vehicles, 6 parking spaces are required.

Landscaping: Existing vegetation is sufficient to meet the intent of the City's landscape ordinance. Due to existing site conditions along Royal Avenue, a modification of street trees will be necessary.

Sidewalks: Applicant is requesting a modification of the City sidewalk installation requirement and requests to waive the fee-in-lieu of sidewalk.

RECOMMENDATION: No action is necessary. The Planning commission will have a recommendation for the Council meeting on December 3, 2018.

Date: 11/13/18



Planning Director

Date: _____

City Manager

CU - 13 - 18
1701 ROYALL AVENUE
ADULT DAYCARE IN NB



CONDITIONAL USE

CASE NO: CU-13-18

USE REQUEST: Operate an Adult Daycare in NB
along with Child Daycare

ADDRESS: 1701 Royall Avenue

APPLICANT: Regina Exum

HOURS OF OPERATION:

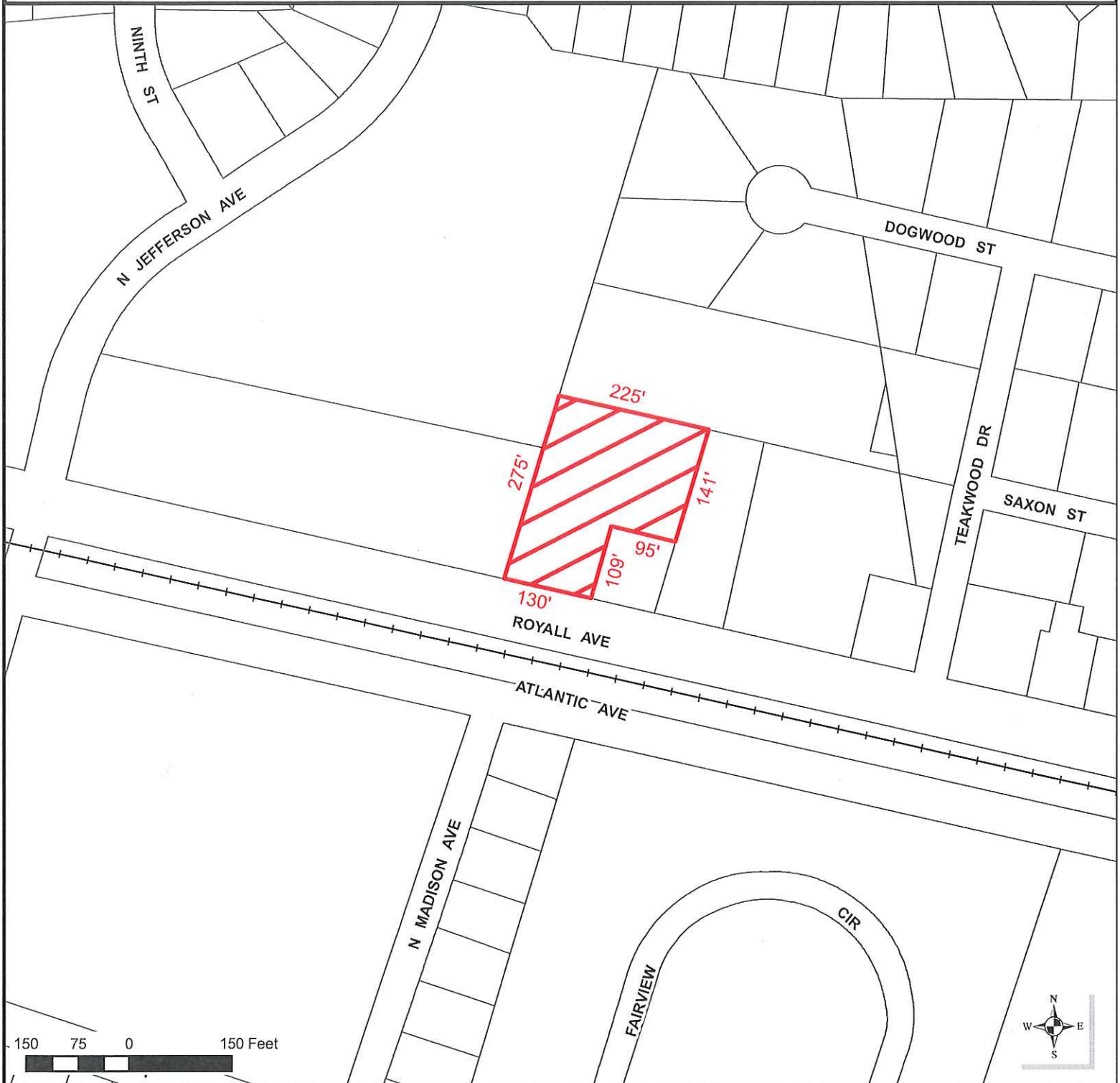
NUMBER OF EMPLOYEES:

Modifications:



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CU - 13 - 18
1701 ROYALL AVENUE
ADULT DAYCARE IN NB



CONDITIONAL USE

CASE NO: CU-13-18

USE REQUEST: Operate an Adult Daycare in NB
along with Child Daycare

ADDRESS: 1701 Royall Avenue

APPLICANT: Regina Exum

HOURS OF OPERATION:

NUMBER OF EMPLOYEES:

Modifications:



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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
Z-17-18 Wayne County Historical Association – South side of East Mulberry Street between North William Street and Patrick Street

BACKGROUND: The applicant requests a rezoning from R-9 (Residential) to CBD (Central Business District) in conjunction with site plan approval for the addition of a new parking lot.

Existing: Currently, the site consists of three lots. Two of the three lots are zoned Central Business District and are occupied by a museum and parking lot which front N. William Street. The third lot is zoned R-9 (Residential) along E. Mulberry Street.

Proposed Use: The applicant intends to develop property into a parking lot for customers of the museum.

Frontage: 140.32 ft. (N. William St.)
234.35 ft. (E. Mulberry St.)

Area: 37,169 sq. ft., or 0.853 acres

Surrounding Zoning: North: Central Business District;
South: Central Business District;
East: Residential-9; and
West: Central Business District

Comprehensive Land Use Plan: The City's Comprehensive Land Use Plan recommends Mixed Use Downtown development for the property.

DISCUSSION: As previously stated, the applicant is requesting a zoning change from R-9 (Residential) to Central Business District (CBD) in order to construct a new parking lot for customers of the museum. Since parking lots are not a permitted use in the R-9 (Residential) zoning district, a zoning change is necessary.

The site plan indicates an existing 8,839 sq. ft., two-story building of masonry construction operated as the Wayne County Museum.

Hours of operation: 11:00 a. m. to 4:00 p. m. Tuesday - Friday
10:00 a. m. to 6:00 p. m. Saturday

No. of Employees: 2

Access: The site is currently served by a 24 ft. wide access drive along N. William Street. An additional 24 ft. wide access drive is proposed along E. Mulberry Street to replace an existing 10 ft. asphalt drive surrounding the site.

Parking: Based on one space per 300 sq. ft. of gross floor area, 29 parking spaces are required for the site. The site plan shows a total of 43 paved and striped parking spaces to include 2 handicap accessible spaces.

Sidewalks: Interior sidewalks have been provided for pedestrian access into the museum. Exterior City sidewalks along E. Mulberry Street will be modified to include new concrete curb and gutter and handicap accessible ramps.

Engineering: Stormwater calculations, grading and drainage plans will be required and subject to approval by City Engineering before construction permits are released.

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

Interconnectivity: Interconnectivity to adjacent properties along N. William Street and E. Mulberry Street have not been identified on the site plan. The applicant is requesting a modification of this requirement since existing site conditions would make connections impractical.

Landscaping: The submitted site plan indicates an 8 ft. street yard for the planting of 2 Snow Goose Flowering Cherry trees and 10 Carissa Hollies along E. Mulberry Street.

A Type C, 20 ft. wide landscape buffer is required along the eastern property line and along a portion of the southern property line adjacent to residentially zoned and developed property. The applicant intends to

install a 6 ft. wide privacy fence approximately 150 ft. from E. Mulberry Street to the rear of the property allowing for a 10 ft. reduction in the required Type C buffer. In order to meet the required parking spaces for the site, the applicant is requesting an additional 5 ft. reduction in the Type C buffer reducing the overall required width of 20 ft. to 5 ft.

A Type A, 5 ft. wide landscape buffer yard is required along the southern property line adjacent to commercial property. Plantings consists of Autumn Fantasy Maple, Flowering Cherry, Chinese Loropetalum and Carissa Holly.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on December 3, 2018.

Date: 11/13/18



Planning Director

Date: _____

City Manager

**Z-17-18
WAYNE CO HISTORICAL ASSOCIATION
R - 9 TO CBD**



REZONING REQUEST - EXISTING ZONING

Owner: Wayne County Historical Assn
Applicant: David Weil
Project: Association Parking Lot
Parcel #: 3509-05-3826
Location: 304 E. Mulberry St.

100 50 0 100 Feet



GOLDSBORO
BE MORE DO MORE SEYMOUR

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Z-17-18
WAYNE CO HISTORICAL ASSOCIATION
R - 9 TO CBD



REZONING REQUEST

Owner: Wayne County Historical Assn
Applicant: David Weil
Project: Association Parking Lot
Parcel #: 3509-05-3826
Location: 304 E. Mullberry St.

100 50 0 100 Feet



GOLDSBORO
BE MORE DO MORE SEYMOUR

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Z-17-18
WAYNE CO HISTORICAL ASSOCIATION
R - 9 TO CBD

MU DT

MU DT

E MULBERRY ST

N WILLIAM ST

MU DT

MU DT

PATRICK ST

MU DT

Conservation

MU DT

MU DT

E WALNUT ST

MU DT

MU DT

REZONING REQUEST - PROPOSED ZONING

Owner: Wayne County Historical Assn

Applicant: David Weil

Project: Association Parking Lot

Parcel #: 3509-05-3826

Location: 304 E. Mullberry St.

100 50 0 100 Feet



GOLDSBORO
BE MORE DO MORE SEYMOUR

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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
Z-18-18 Leonard and Doris Jones – North side of Vann Street between
Bruce Street and Vann Street Terminus (R-6 to RM-9CD)

BACKGROUND: The applicant requests rezoning from R-6 Residential to RM-9 Residential
Manufactured Home to limit the use of the property to the placement of
one manufactured (mobile) home on the property.

Frontage: 65 ft.
Depth: 130 ft.
Area: 8,450 sq. ft. or 0.19 Acres

Surrounding Zoning:

North: R-6 Residential
South: R-6 Residential
East: RM-9 Manufactured Residential
West: R-6 Residential

Existing Use: The property is currently vacant.

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

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

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

DISCUSSION: There are a number of manufactured homes within this area. Most
recently, Council approved rezoning requests for placement of mobile
homes to the east and west of the subject property on June 4, 2018 and
on October 15, 2018 (Z-7-18 and Z-16-18).

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

The City's Unified Development Ordinance also requires that manufactured homes be placed parallel to the front property line. In 2017, City Council closed a portion of Bruce Street extending from Vann Street to Colonial Terrace Drive. Applicant is requesting a modification that the home be placed parallel to what once was considered a public road since parallel placement along Vann Street would not be an option due to the lot width.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on December 3, 2018.

Date: 11/13/18

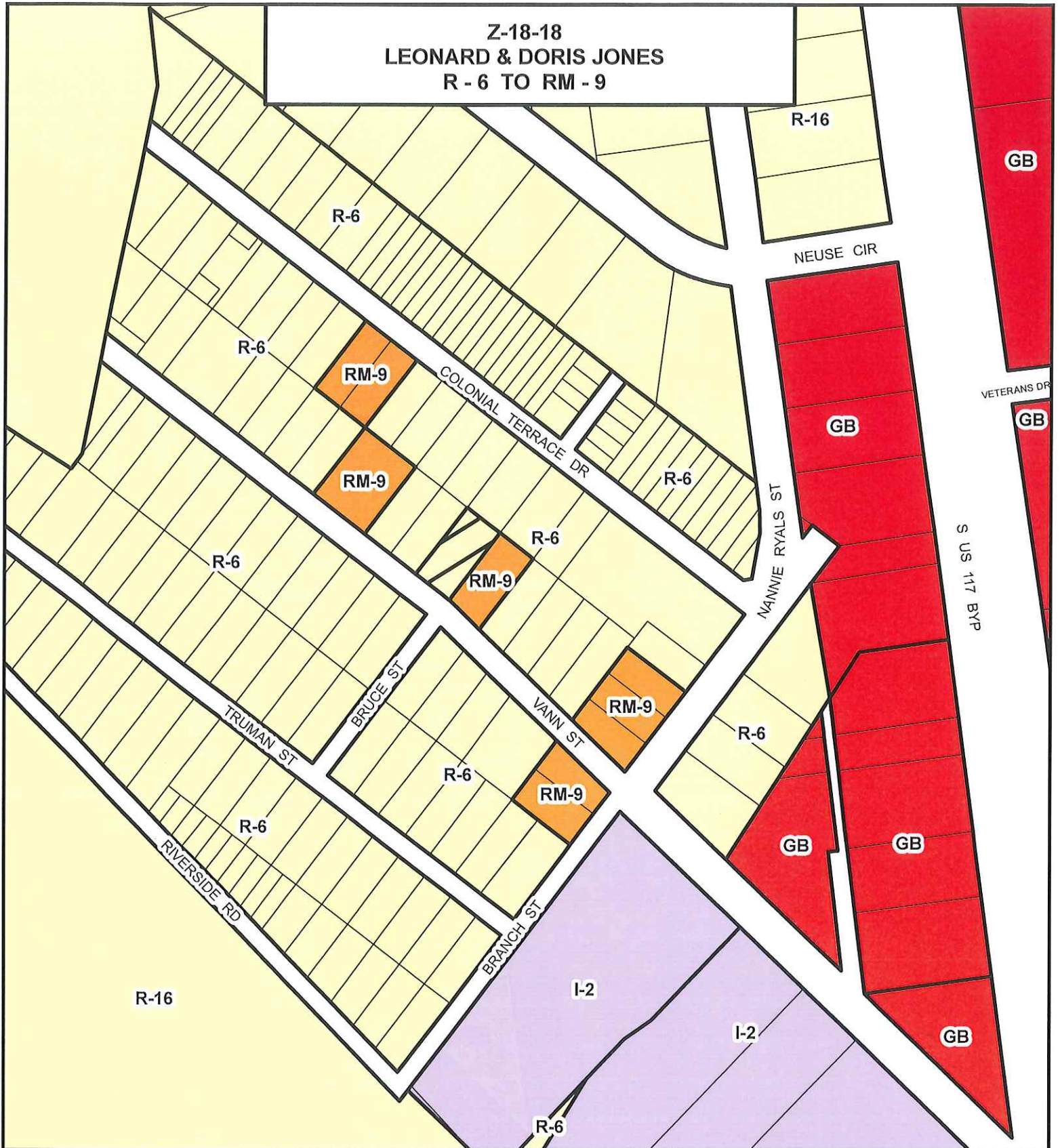


Planning Director

Date: _____

City Manager

Z-18-18
LEONARD & DORIS JONES
R - 6 TO RM - 9



REZONING REQUEST - EXISTING ZONING

Owner: Leonard and Doris Jones
Request: R-6 to RM-9
Project: Single Family Mobile Home
Parcel #: 2598-39-9492
Location: 601 Vann St.

200 100 0 200 Feet



GOLDSBORO
BE MORE DO MORE SEYMOUR

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Z-18-18
LEONARD & DORIS JONES
R - 6 TO RM - 9



REZONING REQUEST

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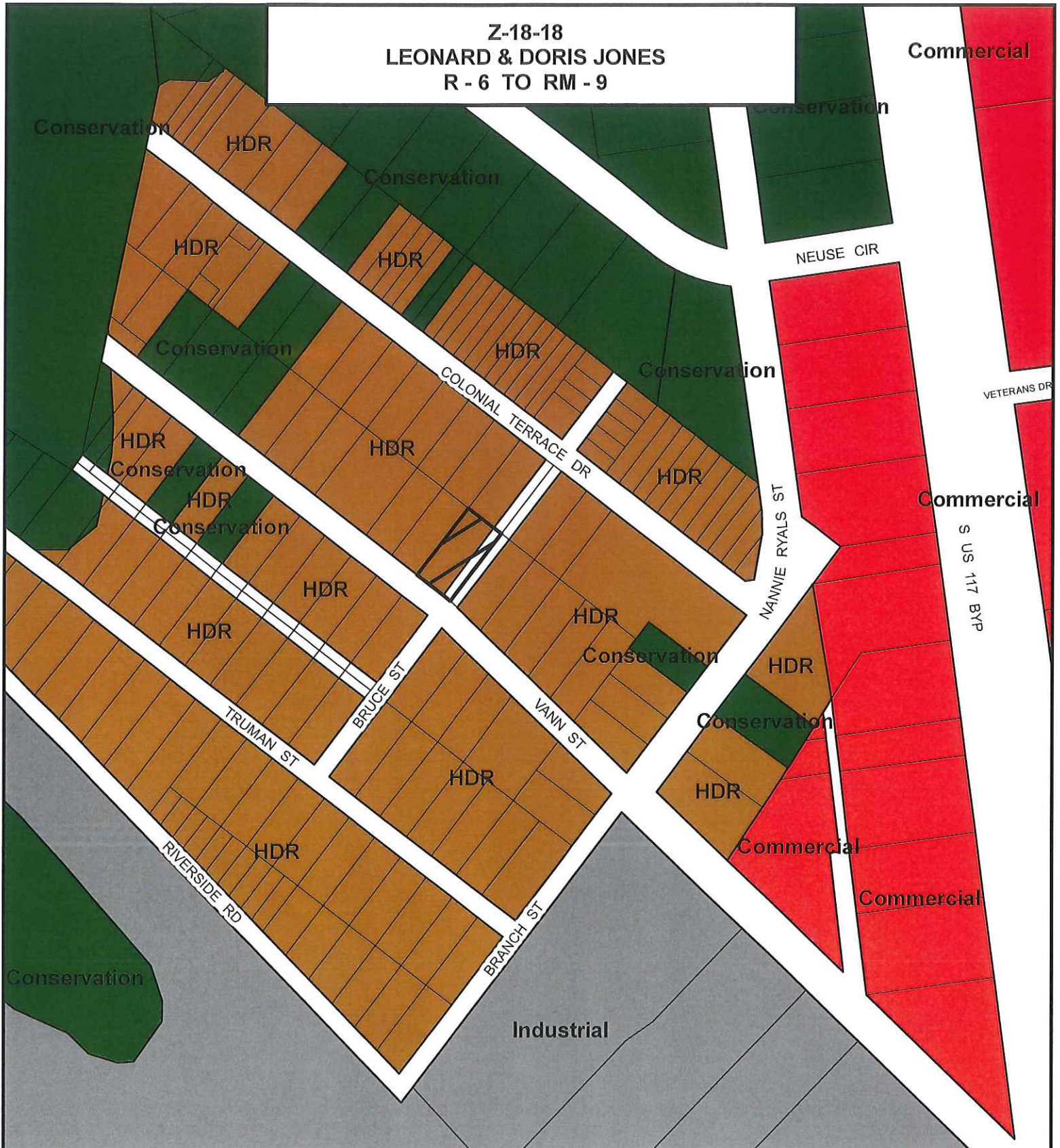
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Z-18-18
LEONARD & DORIS JONES
R - 6 TO RM - 9



REZONING REQUEST - PROPOSED ZONING

Owner: Leonard and Doris Jones
Request: R-6 to RM-9
Project: Single Family Mobile Home
Parcel #: 2598-39-9492
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CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING

SUBJECT: Public Hearing - Water Treatment Plant / Plate Settler Project
Engineering Report / Environmental Information Document

To allow citizens the opportunity to comment on the City of Goldsboro's Water Treatment Plant / Plate Settler Project, settlers to enhance the water treatment and improve turbidity removal under all flow conditions, thereby increasing the treatment capacity from 12.0 to 14.0 million gallons per day.

BACKGROUND: In 1994, the City of Goldsboro submitted an Environmental Assessment (#94-E-4300-0725) to the State of North Carolina and requested a Finding of No Significant Impact (FONSI) for a Goldsboro Water Treatment Plant Expansion to 14.0 MGD. On May 16, 1994 the North Carolina Department of Environment, Health, and Natural Resources issued a FONSI to expand the water treatment plant but with the provision that tube or inclined plate settlers would be needed for treatment of water above a 12.0 MGD rate. During the 1994 project, construction for the 14.0 MGD expansion was completed, except for the installation of the inclined plate settlers. The installation of the inclined plate settlers will complete the project.

DISCUSSION: A two-week comment period began on November 4, 2018 and will end on November 19, 2018. A public hearing must be held during this public comment period. Comments received at this public hearing and during the fifteen (15) day period will be incorporated as part of the Engineering Report / Environmental Information Document. An advertisement was published in the Goldsboro News Argus on November 4 2018, relative to the holding of a public hearing and two-week review. A draft Engineering Report / Environmental Information Document for the Water Treatment Plant / Plate Settler Project was available for review November 5, 2018 through November 19, 2018. A copy will be available at the Office of the City Clerk at 200 North Center St. Electronic copies can be requested, by contacting Michael Wagner @mwagner@goldsboronc.gov. Mr. Wagner can also be reached at (919)-735-3329 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday.

RECOMMENDATION: By motion after the public hearing, accept the recommendation of staff to incorporate any comments at the public hearing into the City's Engineering Report / Environmental Information Document.

Date: _____

Michael Wagner
Deputy Public Works Director-Utilities

Date: _____

Randy Guthrie
Interim City Manager

ENGINEERING REPORT / ENVIRONMENTAL **INFORMATION DOCUMENT**

Water Treatment Plant Inclined Plate Settlers Project



Summary

The City of Goldsboro owns and operates a water supply system that provides service to the city and several small rural water systems. The water treatment plant (WTP) was originally constructed in 1954 and has been expanded and upgraded several times to its current capacity of 12.0 million gallons per day (mgd). The water treatment plant withdraws surface water from the Neuse River, and has an emergency intake on the Little River, adjacent to the WTP.

In 1994, the City of Goldsboro submitted an Environmental Assessment (#94-E-4300-0725) to the State of North Carolina and requested a Finding of No Significant Impact (FONSI) for a WTP expansion to 14.0 mgd. On May 16, 1994 the North Carolina Department of Environment and Natural Resources (NCDENR) issued a FONSI to expand the plant capacity, with the provision that inclined plate or tube settlers would need to be installed inside the existing sedimentation basins for flows above 12.0 mgd. During the 1994 construction, the city completed all required elements for the 14.0 mgd expansion, with the exception of the inclined plate settlers.

The city now desires to complete the expansion by installing inclined plate settlers to enhance treatment and improve turbidity removal under all flow conditions, thereby increasing the treatment capacity from 12.0 to 14.0 mgd.

The engineering report reviewed the existing WTP condition and established the need for this project, which includes the sale of up to 3.7 mgd of treated water to four surrounding rural water systems. Hydraulic analysis confirms the existing facilities have the capacity to treat 14.0 mgd.

Alternatives

- No Action
 - If total water demand exceeds 90% of the existing water treatment plant capacity, Goldsboro would run the risk of not being able to supply enough water to the existing service area.
- Alternative 1 – Construct an additional sedimentation basin
 - Although this would be feasible, construction of an additional basin would meet neither the NCAC/Ten States Standards detention time nor hydraulic loading requirements.
- Alternative 2 – Install inclined plate settlers (**Preferred**)
 - Installing inclined plate settlers proved to be the most cost effective for the city. The proposed inclined plate settlers will be designed for a maximum plate-loading rate of 0.3 gallons per minute per square foot (gpm/sf), based on 80% of the projected horizontal plate surface area. This rate is 60% of the maximum rate allowed in the Ten States Standards. The North Carolina Department of Environmental Quality (NCDEQ) issued an Authorization to Construct (ATC) (Serial No.: 15-00792) for this project on October 15, 2015, to improve treatment sufficiently to enable the water plant to treat up to 14.0 mgd.
- Alternative 3 - Install tube settlers
 - Alternative 3 is considered feasible and will be evaluated further for selection.

Funding

On May 1, 2018, NCDEQ Division of Water Infrastructure issued a Letter of Intent to Fund (Project WIF1942), which approved this project as eligible for funding. The Drinking Water State Revolving Fund (DWSRF) loan will be \$1,797,360 and includes the following conditions:

- Interest rate: 1.82%
- Terms: 20 years fixed
- Loan Fee: 2% (due when bids received)

Water Bill Impact

The city water system maintains a debt service of \$617,448 and will cover the cost of the loan entirely from water sales. The current water bill (\$14.33 per 5,000 gallons) will not increase as a result of this project.

ITEM: I

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING

SUBJECT: GOWAYNEGO GRANT FUNDING

BACKGROUND: GoWayneGo is a grassroots organization that collaborates with local businesses and agencies to encourage healthy lifestyles.

DISCUSSION: GoWayneGo contacted the City of Goldsboro's Parks and Recreation Department for project opportunities to encourage physical activity that could qualify for grant funding. Staff presented two possible projects:

1. Dillard Middle/Mina Weil Park Track \$40,000
2. Stoney Creek Park Greenway \$40,000

GoWayneGo has offered to award the City of Goldsboro \$40,000 towards these projects with the stipulation that the City match the other \$40,000.

RECOMMENDATION: It is recommended that Council:

1. Authorize the City Manager and City Clerk to accept a grant in the amount of \$40,000 from GoWayneGo.
2. Adopt the attached ordinance appropriating \$40,000 from the unassigned fund balance of the General Fund for the matching funds along with reflecting an increase in revenues and expenditures for the grant funding.

Date: _____

Kaye Scott, Finance Director

Date: _____

Randy Guthrie, Interim City Manager

ORDINANCE NO. 2018-

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

WHEREAS, the City of Goldsboro was awarded a \$40,000 grant from GoWayneGo; and

WHEREAS, this will help fund the Dillard Middle/Mina Weil Park Track and Stoney Creek Park Greenway projects; and

WHEREAS, the GoWayneGo Grant funding will be \$40,000 with the City of Goldsboro matching \$40,000; and

WHEREAS, since these funds were not appropriated in the operating budget for FY 2018-19, the City of Goldsboro needs to appropriate the revenues and expenditures and appropriate the \$40,000 matching funds in the General Fund.

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

1. Increasing the revenue line item in the General Fund entitled "GoWayneGo Grant" (11-0003-8914) in the amount of \$40,000.
2. Decreasing the Unassigned Fund Balance of the General Fund in the amount of \$40,000.
3. Establishing the expense line item entitled "GoWayneGo Projects" (11-7460-5740) in the General Fund in the amount of \$80,000.
4. This Ordinance shall be in full force and effect from and after the _____ day of _____ 2018.

Approved as to Form only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING

SUBJECT: Budget Amendment - 2018-2019 Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME)

BACKGROUND: The City of Goldsboro will receive \$339,336 in CDBG funds and \$228,922 in HOME funds from the U.S. Department of Housing and Urban Development (HUD) for fiscal year 2018-2019.

These grant funds will be used throughout the City of Goldsboro for activities set forth in the FY 2018-2019 Annual Action Plan:

- | | |
|------------------------------------|-------------------------|
| 1. Housing Rehabilitation | 2. Homebuyer Assistance |
| 3. Public Facilities & Improvement | 4. Public Services |
| 5. CHDO Activity | 6. Economic Development |
| 7. Program Administration | |

The City was granted a 100% HOME Match Reduction for FY18-19. Therefore, the City is not required to provide local matching funds for the \$228,922 in HOME this allocation. Further, monies have been budgeted from the City's General Fund to cover unfunded administrative costs associated with the CDBG and HOME Programs for fiscal year 2018-2017.

DISCUSSION: Since the Release of Funds for these two grants occurred after the adoption of the 2018-2019 Operating Budget, monies to carry out activities under these two programs are not reflected in the current budget. The City's Budget Ordinance must be amended prior to the expenditure of these funds.

RECOMMENDATION: By motion, adopt the attached Ordinance amending the 2018-2019 Budget Ordinance in order to permit the expenditure of funds for activities included under the City's CDBG and HOME Programs.

Date: _____

Finance Director

Date: _____

Interim City Manager

ORDINANCE NO. 2018-_____

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

WHEREAS, the City of Goldsboro has been designated an "Entitlement City" and will receive \$339,336 in Community Development Block Grant (CDBG) funds from the Department of Housing and Urban Development for Fiscal Year 2018-19;

WHEREAS, in addition, the City will receive \$228,922 under the Federal HOME Investment Partnership Program (HOME) funds from the Department of Housing and Urban Development for Fiscal Year 2018-19; and

WHEREAS, funds for the Community Development Block Grant Program and the HOME Investment Partnership Program have already been released to the City of Goldsboro for various activities at scattered sites within the City; and

WHEREAS, these funds represent new monies, they are presently not reflected in the 2018-2019 Operating Budget.

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

1. The 2018-19 Budget Ordinance for the Community Development Block Grant Fund be and is hereby amended by:

- a. Establishing a Revenue Line Item entitled "CDBG-FY 18-19" (22-0003-**8501**) in the amount of **\$339,336.00**; and
- b. Increasing the Revenue Line Item entitled "CDBG Loan Principal Income" (22-0003-**8650**) in the amount of **\$2,870.00**; and
- c. Increasing the Revenue Line Item entitled "CDBG Loan Interest Income" (22-0003-**8651**) in the amount of **\$250.00**; and
- d. Establishing the following Line Items of Expenditure and corresponding amounts:

<u>Line Item</u>		<u>Total Allocation</u>
22-3222-1213	Salaries and Wages- Administrative	\$ 49,430
22-3222-1214	Salaries and Wages -Rehabilitation	\$ 15,250
22-3222-1500	Rehabilitation Homeowner	\$ 7,196
22-3222-1811	Social Security (Admin.)	\$ 3,781
22-3222-1812	Social Security (Rehab.)	\$ 1,167
22-3222-1823	NCLGERS Retirement (Admin.)	\$ 3,870
22-3222-1824	NCLGERS Retirement (Rehab.)	\$ 1,194
22-3222-1831	Hospital Insurance (Admin.)	\$ 4,273
22-3222-1832	Hospital Insurance (Rehab.)	\$ 2,442
22-3222-1842	Public Facilities	\$ 175,000
22-3222-1907	Economic Development	\$ 57,341
22-3222-1908	After-School Enrichment/Public Services	\$ 15,000
22-3222-2993	Operational Supplies (Admin.)	\$ 6,513

- e. Establishing a Revenue Line Item entitled "HOME Program FY 18-19" (22-0003-**8502**) in the amount of **\$228,922.00**; and
- f. Increasing the Revenue Line Item entitled "HOME Loan Principal Income" (22-0003-**8652**) in the amount of **\$3,449.00**; and
- g. Increasing the Revenue Line Item entitled "HOME Loan Interest Income" (22-0003-**8653**) in the amount of **\$599.00**; and
- h. Establishing the following Line Item of Expenditure and corresponding amounts:

22-3223-1213	Salaries and Wages -Administrative	\$ 15,250
22-3223-1500	Housing Rehabilitation	\$ 121,692
22-3223-1811	Social Security (Admin.)	\$ 1,167
22-3223-1823	NCLGERS Retirement (Admin.)	\$ 1,194
22-3223-1831	Hospital Insurance (Admin.)	\$ 2,442
22-3223-1904	Homebuyer Assistance	\$ 54,048
22-3223-2601	Office Supplies (Admin.)	\$ 1,419
22-3223-2993	Operation Supplies (Admin.)	\$ 1,420
22-3223-9961	CHDO Set-Aside	\$ 34,338

2. This Ordinance shall be in full force and effect from and after this the 5th day of November, 2018.

Approved as to Form Only:

Reviewed by:

Ron Lawrence, City Attorney

C. Randall Gurthrie, Interim City Manager

MEMORANDUM

TO: Mayor and Council
FROM: Randy Guthrie, Interim City Manager
DATE: November 15, 2018
RE: CDBG & HOME Budget Amendment Information

The City's FY18-19 Annual Action Plan was developed to achieve solid success in two of nine priorities: Westend Neighborhood Revitalization Strategy Area (NRSA) and Economic Development during this fourth year of the City's Five-year Consolidated Plan (2015-2020), which covers **July 1, 2018** through **June 30, 2019**. Improvements in those areas will lead to vitality, economic opportunities, and better quality of life for low-to-moderate income residents of Goldsboro.

The CDBG and HOME Budget Amendment submitted for Council Work Session **November 5, 2018** Consent Agenda Item B was structured in accordance with the City's FY18-19 Annual Action Plan approved by City Council **July 16, 2018** and then approved by US Department of Housing and Urban Development (HUD) on **August 29, 2018**. A detailed explanation of the program is listed below:

Economic Development Activity – Goldsboro Small Business Investment Grant Program

Within FY18-19 Annual Action Plan, **\$80,852** of CDGB funds have been allocated to the Economic Development activity to assist small businesses and start-ups, helping local entrepreneurs and creating good jobs in the City of Goldsboro. The intent of the program is to support local small businesses to ensure the long-term growth of the local economy within Goldsboro. While providing another means to help a business get off the ground, build a customer base, and grow job opportunities.

In accordance with CDBG Program Regulations, funds for the purpose of providing economic services through the use of an Microenterprise Development Grant can be utilized for special economic development activities in addition to other activities authorized in subpart § 570.203 that may be carried out as part of an economic development project to the appropriate level of public.

Some recommendations for the program, but not limited to:

- Applicant's business must be located in the city limits of Goldsboro in areas zoned appropriately for their use.
- Applicants must be business entities whose gross revenues do not exceed \$100,000 per year.
- Have more than one (1) but less than twenty-five (25) full-time employees.
- At least 51% of the number of employees must be low-to-moderate income.
- Applicants and their businesses must not have any past due taxes, fees, or fines to the City of Goldsboro.

The program will provide two types of grants:

- Small Grants: Up to \$2,500.00
- Large Grants: From \$2,500.01 - \$10,000.00

Eligible uses of grant proceeds, but not limited to:

- Startup funding. Working capital or operational funds to be used for a specific purpose.
- Purchase of equipment, or machinery.
- Expansion of business services or products.
- Work force expansion.

It should be noted that \$25,000 of the \$80,852 allocated to Economic Development activity has been committed to the City's Summer Youth Employment Initiative (SYEI) program for FY18. The SYEI program is a strategy that the City of Goldsboro has implement to grow the vitality of Goldsboro and expand career opportunity for youth.

This FY18-19 Annual Action Plan is dedicated to making Goldsboro the best place for everyone to live, work, learn and play. It represents the City's effort toward the common cause of making Goldsboro a place where all low-to-moderated individuals and families cannot only live...but thrive.

Please find attached, the policy and procedures for the Goldsboro Small Business Investment Grant Program. If you need further information, please let me know.



City of Goldsboro
Community Relations Department
Goldsboro Small Business Investment Grant Program - Policy & Procedure

INTRODUCTION

The Goldsboro Small Business Investment Grant Program to assist small businesses and start-ups, helping local entrepreneurs and creating good jobs in the City of Goldsboro. The intent of the program is to support local small businesses to ensure the long-term growth of the local economy within Goldsboro. While providing another means to help a business get off the ground, build a customer base, and grow job opportunities.

In accordance with CDBG Program Regulations, funds for the purpose of providing economic services through the use of an Microenterprise Development Grant can be utilized for special economic development activities in addition to other activities authorized in subpart § 570.203 that may be carried out as part of an economic development project to the appropriate level of public. Businesses receiving funding through this program will be encouraged to be good corporate citizens and encouraged to employ Goldsboro residents.

The program will provide two types of grants:

- **Small Grants: Up to \$2,500.00**

Use of Funds - Priority will be given to ventures demonstrating a clear need for grant funds to grow their business, hire additional staff, grow the commercial tax base, and/or create a significant social and economic impact in the City.

- **Large Grants: From \$2,500.01 - \$10,000.00**

Use of Funds - Priority will be given to ventures demonstrating a clear need for grant funds to grow their business, hire additional staff, grow the commercial tax base, and/or create a significant social and economic impact in the City. Although all applicants will be considered, business owners who exhibit the following characteristics will be given priority:

- a. Have a thorough understanding of their market
- b. Have assembled a talented team
- c. Have a passion for building their venture in City of Goldsboro
- d. **High Potential Ventures** - Priority will be given to “growth” ventures capable of expanding rapidly, renting office space in City limits, and hiring Goldsboro employees.

FUNDING SOURCE

The Goldsboro Small Business Investment Grant Program will be funded through the City’s Community Development Block Grant (CDBG) program funds. All grants are subject to availability of funds.

LOAN REVIEW COMMITTEE

The Community Relations Department’s Loan Review Committee (LRC) will review all applications and make grant recommendations. The LRC will be comprised of (5) members: (3) City of Goldsboro staff - Finance Director, Assistant Finance Director, Community Relations Director and (2) Representatives from Goldsboro local Banking Institutions. A quorum will consist of (3) voting members of the LRC.

ELIGIBILITY REQUIREMENTS

- 1) Applicant's business must be located in the city limits of Goldsboro in areas zoned appropriately for their use.
- 2) Applicants must be business entities whose gross revenues do not exceed \$100,000 per year.
- 3) Have more than one (1) but less than twenty-five (25) full-time employees.
- 4) At least 51% of the number of employees must be low-to-moderate income.
- 5) Applicants and their businesses must not have any past due taxes, fees, or fines to the City of Goldsboro.

ELIGIBLE USES OF GRANT PROCEEDS

- Startup funding. Working capital or operational funds to be used for a specific purpose.
- Purchase of equipment, or machinery.
- Expansion of business services or products.
- Work force expansion.

GRANT PROCEEDS SHALL NOT BE USED FOR THE FOLLOWING

- Paying off or down existing bank debt or investor loans
- Purchase of equipment or improvement of real estate, which are used or to be used for personal use
- Political activities
- Owner salary
- Speculative ventures (Examples: drilling for gas or oil, commodity futures)
- Lending or investment
- Real property held for sale or investment
- Pyramid sales - distribution plan businesses
- Foreign controlled businesses
- Private membership clubs

CONDITIONS OF RECEIVING A GRANT

- 1) Applicant must fill out a grant application.
- 2) Applicant may be asked to appear before the Loan Review Committee for an interview to detail how grant funds will be used, and answer any questions about their business or application.
- 3) Each venture receiving a grant must provide an accounting of how all funds were used and key milestones reached by the venture within 180 days of the receipt of the grant.
- 4) As a condition of receiving grant funds, Grant recipients may be asked to commit to mentoring with an experience business coach or mentor designated by the City of Goldsboro Loan Review Committee. This could also include multiple sessions with the Small Business Center located at Wayne Community College.

GRANT APPLICATION GUIDELINES & PROCESS

Small Grant Application Requirements Up to \$2,500.00 2 - 3 pages	Large Grant Application Requirements From \$2,500.01 - \$10,000.00 5 - 8 pages
<p><u>Business Information:</u></p> <ol style="list-style-type: none"> 1. Business Name/DBA 2. Street Address/Mailing Address 3. Date Established 4. Number of Employees 5. Business phone number 6. E-mail address 7. Tax ID/ Employment Identification Number <p><u>Business Financial Information:</u></p> <ol style="list-style-type: none"> 8. Annual Sales for the past 3 years (if applicable) 9. Business Financial Statements (for 3 years, if applicable) 10. Current Business Checking Account Balance 11. 11. Balance In Other Accounts 12. Existing Business Debts 13. 250-500 Word Description of Business (When & where it was started, market, target customer, future plans, etc.) <p><u>Business Financial Information:</u></p> <ol style="list-style-type: none"> 14. Amount of Grant Requested & Detailed Use of How Funds will be used. 	<p><u>Business Information:</u></p> <ol style="list-style-type: none"> 1. Business Name/DBA 2. Street Address/Mailing Address 3. Date Established 4. Number of Employees 5. Business phone number 6. E-mail address 7. Tax ID/ Employment Identification Number 8. Primary bank 9. Accounting firm 10. Attorney <p><u>Business Financial Information:</u></p> <ol style="list-style-type: none"> 11. Annual Sales for the past 3 years (if applicable) 12. Business Financial Statements (for 3 years, if applicable) 13. Current Business Checking Account Balance 14. Balance(s) In Other Accounts 15. Existing Business Debts <p><u>Description of Business Operations:</u></p> <ol style="list-style-type: none"> 16. Detailed Written Business Plan (5-8 pages) or PowerPoint Pitch Deck <p><u>Grant Use Details</u></p> <ol style="list-style-type: none"> 17. Amount of Grant Requested & Detailed Use of How Funds Will Be Used (2-3 pages)

- Applicants will be referred to the Community Relations Department and or Departmental webpage where they will complete and submit their application. Applications (with required documents) should be submitted via:
 - Email: ssimpson@goldsboronc.gov
 - Mail: Community Relations Department
PO Drawer A
Goldsboro, NC 27533
 - In Person: Community Relations Department
200 N. Center Street
Goldsboro, NC 27530
- If asked to appear before the Loan Review Committee, applicants will be provided interview dates and times no later than two weeks prior to the Loan Review Committee's next meeting date.

2. Community Relations staff will provide completed applications to the Loan Review Committee for their review no later than three weeks prior to its next scheduled meeting.
3. At its next meeting, the Loan Review Committee will discuss the strengths and weaknesses of complete grant application(s) and decide whether or not to take action on the request, based on the information provided.
4. The Loan Review Committee shall approve, deny or request additional information from the applicant. They will submit determinations in writing to Community Relations staff.
5. The applicant will be informed in writing by Community Relations staff of the Loan Review Committee's decision to deny, grant, grant with condition, or seek more information. If the Loan Review Committee denies a grant request, it shall provide a copy of the score sheet(s) to the applicant.
6. Should the Loan Review Committee deny an application; the Loan Review Committee will not consider any applications from that applicant for at least six months. Should an applicant think that their application has been improperly denied, then the applicant may notify, in writing, the Loan Review Committee. The notice to the Loan Review Committee shall state why the applicant thinks the grant should be approved. The application shall then be given further consideration by the Loan Review Committee and its decision is final.
7. At its discretion, the City may impose any additional terms to a grant request. The Loan Review Committee may require an itemized budget detailing the proposed use of grant funds.
8. Applicants agree to utilize grant funds for their intended use. Each venture receiving a grant must provide an accounting of how all funds were used, or will be used, and key milestones reached by the venture within (180) days of the receipt of the grant.
9. As a condition of receiving grant funds, Grant recipients may be asked to commit to a mentoring period as detailed above **(CONDITIONS OF RECEIVING A GRANT)**.
10. If an applicant fails to complete items #8 and #9 in a timely manner, the City has the right to require all grant funds back from the applicant, and may initiate legal proceedings against the applicant.
11. The Community Relations Department shall provide annual reports to the City Council and HUD of the number of grants requested, approved and denied, and written analysis of the program's success metrics within the City's CAPER.
12. Documents, including but not limited to financial statements, business plans, customer and supplier lists, description of inventory or assets, contractual obligations and existing liabilities, submitted during the application process shall be treated as confidential information.

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018**

SUBJECT: Informal Bid #2018-001 Award to Vortex Construction Co., LLC to construct shelter and restrooms in HV Brown Park.

BACKGROUND: The City Council instructed staff to bid construction of replacement restrooms at HV Brown Park. The City opened the informal bids on November 6, 2018. A bid tabulation is attached for Council.

DISCUSSION: After reviewing the bid proposals, Vortex Construction Co., LLC was the low bid for the lump sum of \$209,136 to construct the City provided shelter and restrooms.

The above project cost includes demolition of existing shelter and construction of City provided shelter and restroom. The Contractor is responsible for anchor bolts and concrete embedment for shelter and restroom pad. The City of Goldsboro is providing the beams, roofing materials, nails, etc.

Council approved \$120,000 for the project; \$4,000 of which has been spent on design drawings. An additional \$93,136 is needed to award the bid to Vortex Construction Co., LLC. Further, the City is responsible for providing the shelter for the restrooms – cost of which is \$40,000.

RECOMMENDATION: By motion, accept the recommendation of staff to adopt the attached resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$209,136 with Vortex Construction Co., LLC to construct shelter and restrooms in HV Brown Park and adopt the attached ordinance appropriating \$134,000 from the unassigned fund balance of the General Fund.

Date: _____

Parks and Recreation Director

Date: _____

Interim City Manager

RESOLUTION NO. 2018-

A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO EXECUTE
CONTRACT WITH VORTEX CONSTRUCTION CO., LLC FOR CONSTRUCTION
OF SHELTER & RESTROOM AT HV BROWN PARK

WHEREAS, the City of Goldsboro appropriated \$130,000 towards the construction of restrooms; and

WHEREAS, the City of Goldsboro requested bids for the construction of restrooms at HV Brown Park; and

WHEREAS, the low bidder was from Vortex Construction Co., LLC in the amount of \$209,136; and

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

1. The Mayor and City Clerk is hereby authorized to enter into a contract with Vortex Construction Co., LLC in the amount of \$209,136.
2. This resolution shall be in full force and effect from and after the _____ day of _____ 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

ORDINANCE NO. 2018-

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

WHEREAS, the City wishes to construct a shelter and restrooms at HV Brown Park; and

WHEREAS, the low quote for this construction is \$209,136 with Vortex Construction Company; and

WHEREAS, since the current fiscal year's budget does not contain sufficient monies to meet these obligations, the City of Goldsboro needs to appropriate \$134,000 from the General Fund.

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

1. Decreasing the Unassigned Fund Balance of the General Fund in the amount of \$134,000.
2. Increasing the line item entitled "Shelter Construction" (11-7460-5837) in the Parks and Recreation's budget of the General Fund in the amount of \$134,000.
3. This Ordinance shall be in full force and effect from and after the _____ day of _____ 2018.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

HV BROWN SHELTER & RESTROOM CONSTRUCTION

IFB2018 - 001

Bid Opening Date: November 6, 2018 @ 2pm

<u>COMPANY CONTACT INFORMATION</u>	<u>LICENSE #</u>	<u>BID BOND</u>	<u>MINORITY BUSINESS</u>	<u>BID AMOUNT</u>
Vortex Construction Co., LLC 190 Jordan Narron Road Selma, NC 27576 tking@vortexconstruction.net	55886	√	√	\$209,136.00
IMEC Group LLC 1219 Colony Drive New Bern, NC 28562 ghward@imecgroupllc.com	72860	√	√	\$253,240.00
Burney & Burney Construction 3410 N. Memorial Drive Greenville, NC 27834 mckeether@embarqmail.com	30238	√	√	\$295,000.00
FASCO, Inc. PO Box 1697 Kinston, NC 28503 fasco@fascoinc.com	8015	√	√	\$295,000.00

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING

SUBJECT: Goldsboro Christmas Parade – Street Closing Request

BACKGROUND: The annual Christmas Parade is one of the many local traditions helping to usher the holiday season into the Goldsboro area. The parade is organized, coordinated and sponsored by the Wayne County Chamber of Commerce.

DISCUSSION: The street closing request for Saturday, December 1, 2018 is as follows:

Parade Route: North on Center Street beginning at Spruce Street to Walnut Street; East on Walnut Street to John Street; North on John Street to Mulberry Street; West on Mulberry Street to Center Street; North on Center Street to Ash Street; West on Ash Street to Center Street (traffic circle); South on Center Street to Spruce Street ending at Spruce Street.

Staging Areas: Spruce Street between George and Center Streets, James Street between Spruce and Elm Street, and Pine Street between George and William Street.

Additional Closures recommended by the Police Department to manage traffic flow will encompass: James Street from Elm to Chestnut, John Street from Chestnut Street to Ash, Mulberry Street from James to William, Walnut Street from James to Ormond Ave, Chestnut Street from James to Ormond Ave, Spruce Street from George to John Street, Pine Street from George to William and Center Street from Elm to Spruce.

Parking Restrictions: No parallel parking on Center Street from Spruce Street to Ash Street.

The time requested for the closing is from 8:00 a.m. to 8:00 p.m. Police have indicated that traffic will be restricted from 8:00 a.m. until 3:30 p.m. and all traffic stopped at 3:30 p.m. The actual parade will begin at 4:00 p.m. and end at approximately 7:00 p.m.

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

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

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

RECOMMENDATION: It is recommended that the Council approve the street closing of sections of Pine, Spruce, Center, Walnut, John, Mulberry, James, and Chestnut Streets for the Christmas Parade route from 8:00 a.m. to 8:00 p.m. on Saturday, December 1, 2018.

DATE: _____

Mike West, Police Chief

DATE: _____

Randy Guthrie, Interim City Manager

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

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

I. General Information

Type of Event: (please check all that apply)

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

Event Name: Goldsboro Christmas Parade

Event Date(s): Sat. Dec. 1, 2018 **Event Website:** waynecountychamber.com

Inclement Weather/Rain Date(s): none

Description of Event (Please briefly describe the event.)

annual Christmas Parade

Requested Event Location: downtown Goldsboro

Event Start Time/End Time: 4:00pm

Set-Up: Date & Time (start/end): Friday, Nov. 30th

Dismantle (Completion): Date & Time (start/end): Sat., Dec 1st

Estimated Daily Attendance: _____

Will this event require street closures? ☒ **Yes** ☐ **No** **Closure Times** as soon as possible

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

Spruce/James/Center/Pine

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Wayne County Chamber of Commerce

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

Applicant Name: Lara Landers **Title:** Director of Marketing & Events

Address: 308 N. William St

City: Goldsboro **State:** NC **Zip:** 27534 **Phone:** 919-734-2241

Cell Phone: [REDACTED] **Email:** lara1@waynecountychamber.com

Day of Event Contact:

Name: Lara Landers Phone: [REDACTED]

III. Event Map

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

For Run/Walk/Parades - STARTING POINT: _____

For Run/Walk/Parades - ENDING POINT: _____

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

see attached

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

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

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

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

Parks

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

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

n/a

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

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

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

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? parking all over downtown

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

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

Insurance:

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

Application Fee:

An application fee of \$25.00 for special events and \$50.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

Event Cancellation:

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

Public Safety:

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

Police: The Goldsboro Police Department shall determine the number of police officers needed to appropriately manage security, as well as the time when such services shall commence. The Applicant may be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City of Goldsboro for the costs of providing on-duty law enforcement officers, to appropriately manage the event. Please contact the City of Goldsboro's Police Department Off-Duty Coordinator at 919-580-4236, option 3.

Prohibited Items:

No firearms or illegal drugs are allowed.

Policy of Non-Discrimination:

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

Additional Rules Pertaining to Events:

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

Alcoholic Beverages:

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

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

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

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

Agreement

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

Authorized Signature: Rara Sanders Date: 11/12/18

Organization: Wayne County Chamber

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

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

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

For Inner Office Use Only:

Goldsboro Police Department Representative

Downtown Goldsboro Representative



Special Event Release of Liability Waiver

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

Wayne County Chamber from the City of Goldsboro and hereby agrees to indemnify

and hold the City of Goldsboro, its officers, agents and employees harmless from all claims, liabilities, demands, expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any acts or omissions, active or passive, related to operating an event on the city's property.

This the 12 day of November, 2018.

Rana Sanders

(SEAL)

(Applicant & Authorized Representative of Event)

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

**GOLDSBORO POLICE DEPARTMENT
PARADE/PICKET APPLICATION**

Pursuant to Ordinance No. 98.80, and 98.82, adopted by the City of Goldsboro, no **parade** shall be conducted on the public ways of the City; and no person shall inaugurate, promote or participate in any such parade unless the parade is conducted in conformity with the requirements set out herein and unless a permit has been obtained from the Chief of Police or his designated representative ***at least seventy-two (72) hours prior to the time the parade is scheduled.***

Pursuant to Ordinance No. 98.80, and 98.82, adopted by the City of Goldsboro, no **picketing** shall be conducted on the public ways of the City; and no person shall participate in the same unless a permit has been obtained from the Chief of Police or his designated representative ***at least twenty-four (24) hours prior to the time the picketing is scheduled to begin.***

Date of Application: 1 _____

1. Name of organization or group seeking permit: Wayne County Chamber of Commerce

2. Purpose of parade or picket: Annual Goldsboro Christmas Parade

3. Location(s) where picket or parade will occur: Downtown Goldsboro

Spruce St./James St./Center St./Pine St./Mulberry St./Walnut St./ John St.

4: Date and hours for which permit is sought: Saturday, December 1, 2018

Set up will start at 9am – parade starts at 4pm

5. Expiration time of permit: Set up will start at 9am – parade starts at 4pm

6. Number of persons participating: Annual Christmas parade – we usually have 125-135 entries

a. Are persons below the age of 18 participating? yes

b. If yes, how many? All persons underage will be with adults

7. Number and type of vehicles participating: 125-135 parade entries

8. A. Assembly area: Spruce St./James St./Center St./Pine St./

B. Disassembly area: Spruce St./James St./Center St./Pine St./

C. Has permission been granted for use of A. and/or B. above? _____

9. Name of person applying for the permit: Lara Landers

10. Person in charge of activity who will accompany it and carry permit at all times:

(Name and Address) Lara Landers 308 N. William St. Goldsboro, NC 27530

11. Other members of parade or picket committee: Volunteers with the Wayne County Chamber

12. Other groups or organizations participating: Goldsboro Police Department/City of Goldsboro/County of Wayne

13. Remarks: _____

Signature of Applicant

Lara Landers

Printed Name of Applicant

308 N. William St.

Street Address

Goldsboro

City

NC

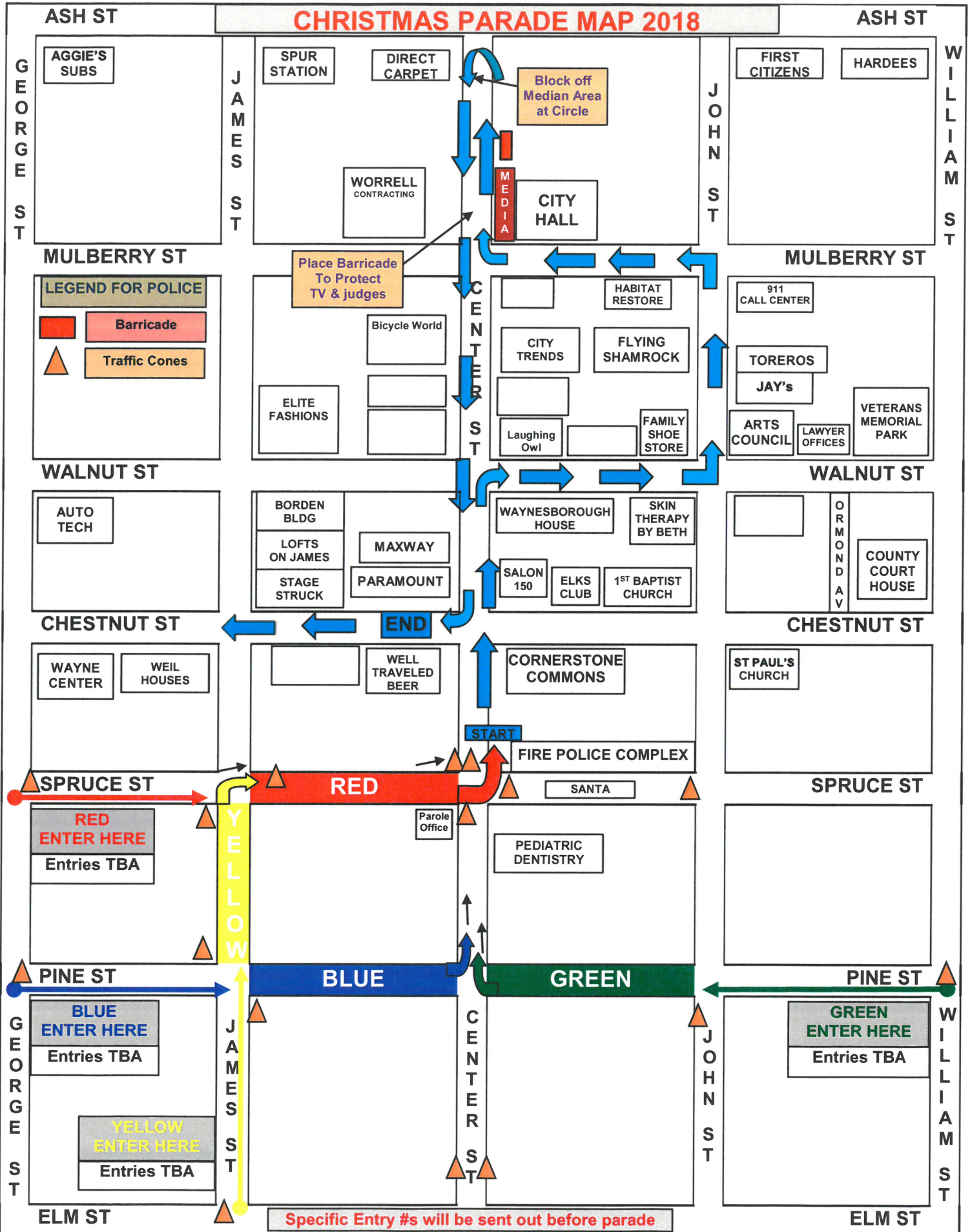
State

919-920-5949

Telephone Number

If application is approved, a permit will be issued, which must also be signed by the applicant acknowledging understanding and agreement to abide by the requirements of the attached ordinances.

CHRISTMAS PARADE MAP 2018



CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING

SUBJECT: Rescheduling Council Meetings For 2019 Due To Holidays

BACKGROUND: The Goldsboro City Council normally meets the 1st and 3rd Mondays of every month for their Regular Council Meeting.

DISCUSSION: The following meetings need to be rescheduled due to holidays:

- Monday, January 21, 2019 is in observance of Dr. Martin Luther King, Jr.'s Birthday
- Monday, July 1, 2019 due to Independence Day
- Monday, September 2, 2019 is in observance of Labor Day

Staff suggests Council consider rescheduling the above meetings to the following dates:

- Tuesday, January 22, 2019 due to the Dr. Martin Luther King, Jr. holiday
- Combining the July meetings to Monday, July 15, 2019 due to the Independence Day holiday
- Moving the September meetings to the 2nd and 4th Monday due to the Labor Day holiday.

RECOMMENDATION: It is recommended that Council accept staff recommendations and approve the revised 2019 regular meeting schedule.

DATE: _____

Melissa Corser, City Clerk

DATE: _____

Randy Guthrie, Interim City Manager

Council Meeting Dates for 2019

Monday, January 7

*Tuesday, January 22 (Monday, January 21st is a holiday – Martin Luther King, Jr. Day)

Monday, February 4

Monday, February 18

Monday, March 4

Monday, March 18

Monday, April 1

Monday, April 15

Monday, May 6

Monday, May 20

Monday, June 3

Monday, June 17

Monday, July 15

Monday, August 5

Monday, August 19

*Monday, September 9 (2nd Monday)

*Monday, September 23 (4th Monday)

Monday, October 7

Monday, October 21

Monday, November 4

Monday, November 18

Monday, December 2

Monday, December 16

Proposed Retreat Dates 2019

February 11th and 12th (Monday and Tuesday)

February 25th and 26th (Monday and Tuesday)

Departmental Monthly Reports October 2018

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

Human Resources Management Department

MONTHLY REPORT – OCTOBER 2018

Prepared by: Pamela C. Leake

The Human Resources Department posted 19 job vacancies and processed 256 applications in October. 132 notices were sent to applicants (14 interviewed but not selected for hire and 118 who applied but not selected for interviews). Four new hires came on board: one full-time - **Debra Creighton – Executive Assistant, Planning** and three part-time: **John Lawrence (Recreation Aide – Parks & Recreation)**, **Ira Mangum – Public Works (Solid Waste Technician, seasonal)**, and **Embria Willis – Public Works (Solid Waste Technician, seasonal)**. There were two reductions in force: one retirement – **Sally Johnson, Executive Assistant (Planning)** and one termination – **Roger Peeden (Public Works – Buildings and Grounds Maintenance)**. Total employment for September: **614** (450 full time and 164 part-time). Open enrollment information sessions for the State Health Plan were held October 11 at Public Works. Pierce Insurance held open enrollment meetings on October 10 and a make-up session on October 29 for employees to sign up for supplemental benefits. Prudential Retirement representatives visited Public Works on October 18 for 401K/457 enrollment and account changes. Representatives from NC Works and Eastern Carolina Workforce Development Board met with Human Resources and Public Works staff to discuss employment of disaster relief workers for the Solid Waste Division. Four employees will assist with clean-up efforts and salaries will be paid from grant funds.

The following is a summary of this month's safety activities:

- Participated in Excel Computer Training on October 2 at City Hall and FBI Biosecurity, Chemical, and Radiological training workshop on October 11 and NCDOL Webinar on October 16.
- Conducted Fall Protection training for Building Maintenance employees on October 2.
- Investigated employee concerns regarding mold issues at Fire/Police Complex on October 3 and Herman Park on October 8. Conducted interviews and followed up with staff representative at Police Department responsible for structural repairs at the complex. Made contact with certified person in Indoor Air Quality/Mold to come out and provide an assessment. Mold inspection for both facilities will be held October 17.
- Attended Eastern Carolina Safety and Health Board member's meeting on October 4 in Greenville.
- Coordinated Appeals Committee hearing (scheduled for October 4) regarding Safety Committee's ruling on an employee's accident.
- Met with Chief West on October 18 to discuss mold concerns and driver training program. Spoke with Kaye Scott about driver safety program and resources that Risk Management representative could provide.
- Performed job site inspections of street maintenance employees and noted items for correction. Performed Indoor Air Quality Inspection at Fire/Police Complex and Herman Park Center. Chief Dixon, Christie Langley, Captain Rabun, and Michael Blizzard participated in walk-around inspection at Fire/Police Complex, and Jordan Walker and Felicia Brown participated in walk-around inspection at Herman Park Center. The inspection was conducted by Mr. Eddie Johnson.
- Discussed and provided information to employees and supervisors on health dangers of Respirable Crystalline Silica and developed Writing Exposure Control plan in accordance with requirements of 29 CFR 1926.1153. OSHA videos and documentation were provided for reference.
- Worked with supervisors to forward action responses for Occupational Safety and Health abatements for Streets & Storms, Stormwater, and Buildings and Grounds Maintenance due October 22.
- Performed monthly inspection of monthly portable fire extinguishers. Investigated trenching activities performed at the Glenwood Trail project at the request of Engineering department. Conducted inspection and noted hazardous conditions. Forwarded report findings.
- Attended subcommittee board meeting on October 30 in Greenville to discuss contingency plans for June 2019 conference due to Hurricane Florence.
- At request of HR Director, made addition to the drug policy to address post injury accidents. Action pending authorization and submission for final approval. Also composed and forwarded Space Heater Policy to HR Director for review and distribution to all city employees.
- Total of seven accidents this month: Five vehicle and two personal injuries. Investigated and followed up on vehicle accidents.

The Occupational Health Nurse conducted bloodborne pathogen training and coordinated flu clinics. 29 employees attended bloodborne pathogens training and 140 flu vaccinations were administered. There were 44 clinic visits. The nurse is also administering FMLA and serves as the point of contact for absences employees incur for qualifying events.

Random Drug Screens	Post-Accident Drug Screens
Non-DOT: 6 drug tests – All negative	Non-DOT: None tested
DOT: None tested this month	DOT: None tested

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	264	247	266	204	274	231	398	346	230	256			272
New Hires*	9	2	3	2	2	5	7	8	1	1			4
Separations*	3	3	3	4	7	3	6	4	5	2			4
Vehicle Accidents	3	0	1	3	2	6	8	3	3	5			3
Workers Compensation	2	0	3	1	1	2	2	0	0	2			1

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	391	182	269	321	241	316	384	237	206	203	135	104	241
New Hires*	12	6	1	7	2	3	3	10	3	3	1	6	5
Separations*	3	0	2	2	3	5	2	2	3	3	2	3	2
Vehicle Accidents	2	0	3	2	5	4	2	0	1	0	1	3	2
Workers Compensation	1	0	1	0	1	0	0	0	1	1	2	2	1

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

- The Commission on Community Relations and Development met on Tuesday, October 9, 2018. The next scheduled meeting is Tuesday, December 11, 2018 at 6:00 pm.
- Community Relations received nine (9) housing complaints and (5) requests for assistance with resources. The nine (9) housing complaints consisted of, but not limited to, improper eviction processes, fair housing lending practices, and minimum housing deficiencies (plumbing & roof) and the (5) requests for assistance with resources were for community-based information (i.e., assistance with utilities, food, and Hurricane Florence).

The first few weeks of October, the Community Relations Department continued to assist and/or coordinate Hurricane Florence Relief Efforts throughout the City's impacted areas. The Department received and responded to many calls or visits from citizens and/or local businesses related to Hurricane Florence. The concerns were referred to the appropriate City departments and external (i.e., EOC, volunteers, local, state, and/or federal agencies).

- The Department released bids for (7) housing units to receive repairs from Hurricane Matthew under the Essential Single-Family Rehab Loan Pool (ESFRLP-DR) program on October 24, 2018, bid opening is set for November 19, 2018 at 12:00 pm, and work is to commence no later than December 10th.
- The Department has scheduled (14) housing units for cost estimates and work write-ups under the Urgent Repair Program to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modification and other repairs necessary to prevent displacement of very-low and low-income homeowners with special needs such as frail elderly and persons with disabilities.
- The Goldsboro Mayor's Youth Council (GYC) met on October 3rd and 17th. GYC members attended the City of Rocky Mount's Service Learning Day for all State Youth Council. GYC members participated in Teen Court and Juvenile Crime Prevention Council for the month of October.
- The Mayor's Committee for Persons with Disabilities (MCPD) hosted the Annual Mayor's Award Luncheon on October 18th at the Goldsboro Event Center.

2018 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	5	5	9	3	2	3	1	3	0	9			4
Consumer	1	2	0	0	3	2	9	10	2	5			3
2017 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	5	0	5	2	3	1	7	5	1	3	5	7	4
Consumer	2	0	3	1	0	0	0	0	1	0	0	0	1



Monthly Report- October 2018

Prepared by: Sherry Archibald, Director

- Paramount kicked off the 11th Annual Performing Arts Series with Ranky Tanky in early October. The Wayne County Fire Princess Pageant returned to the stage for their annual competition and Center Stage moved their fall performance of Little Women from September to October due to Hurricane Florence.
- Thanks to a strong collaboration with the Partnership for Children, Lexington Children's Theatre and Jack and the Wonder Beans was a huge success. The Partnership brought 400 four year old patrons to participate for a daytime production following the public performance.
- A group supporting the Downtown Development brought the play On Golden Pond to the stage and Goldsboro Ballet sponsored their annual fundraiser, Love of Dance.
- Theatre Director Sherry Archibald attended the Performing Arts Exchange showcasing conference in Orlando, FL. While there, she participated in several Dance Touring Initiative meetings, 40+ showcases of artists around the globe and met with numerous agents and artists in preparation and planning of the 12th Annual Season.
- Paramount staff participated in the following meetings, presentations or training: Dance Touring Initiative Conference Call, Paramount Technicians Meeting, Reading Between the Wines Committee meeting, Chamber Luncheon, United Way of Wayne County's Marketing & Board meeting.
- Expenses -\$42,545.10 Labor - \$19,648.00 /Operational - \$22,897.10
Revenue - \$5,741.15 Rentals -\$3,875.00/Tickets \$1,682.15/Concession \$184.00

	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	Average 2018	Total
Exp	\$32,968	\$25,012	\$48,050	\$39,962	\$32,137	\$24,298	\$55,630	\$40,550	\$68,803	\$42,545.10			\$40,823	\$367,410
Rev	\$16,549	\$7,471	\$35,001	\$8,954	\$15,408	\$11,597	\$6,293	\$17,910	\$332	\$5,741			\$12,525	\$125,256
	Jan-17	Feb-17	Mar17	April17	May17	June17	July17	Aug17	Sept17	Oct17	Nov17	Dec17	Average 2017	Total
Exp	\$35,209	\$28,009	\$42,454	\$25,801	\$31,732	\$18,825	\$39,124	\$23,925	\$31,356	\$44,428	\$54,422	\$32,621	\$33,992	\$407,906
Rev	\$12,929	\$13,197	\$21,544	\$3,845	\$22,670	\$5,648	\$6,097	\$18,040	\$3,454	\$21,841	\$17,422	\$24,984	\$14,305	\$171,671

*August revenue reflects box office fees transferred from 2017/2018 fiscal year. Sept. 18 expense includes repairs to exterior building



- The Goldsboro Event Center was utilized for 23 uses in October including a wedding, private parties, reunion and golf workshops. 17 of the uses were internal uses; therefore, non-income producing.
- The GEC was utilized for internal use more than usual due to Hurricane Florence relief programs blocking space at other city facilities.
- Expenses- \$ 16,427.11 Labor - \$5,713.02/Operational - \$10,714.09
Revenues- \$ 10,781.18 Rentals -\$8,739.12 /Concessions- \$ 2,042.06

	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	Average 2018	Total
Exp	\$5,379	\$7,310	\$14,096	\$14,484	\$7,852	\$7,072	\$9,083	\$11,367	\$7,815	\$16,427			\$10,088	\$100,885
Rev	\$2,890	\$5,556	\$7,526	\$15,201	\$9,980	\$4,309	\$7,971	\$7,131	\$2,143	\$10,781			\$7,348	\$73,488
	Jan-17	Feb-17	Mar17	April17	May17	June17	July17	Aug17	Sept17	Oct17	Nov17	Dec17	Average 2017	Total
Exp	\$7,619	\$6,442	\$50,093	\$8,627	\$14,882	\$9,201	\$12,472	\$8,056	\$9,183	\$17,808	\$9,840	\$14,042	\$14,022	\$168,265
Rev	\$2,100	\$7,096	\$8,792	\$6,826	\$15,356	\$5,077	\$9,924	\$8,073	\$6,221	\$5,052	\$13,174	\$7,788	\$7,956	\$95,479

*March 2017 expenses reflect improvements to HVAC system *October 2017 expense reflects utility bill paid twice

Goldsboro Inspections Department

Monthly Report – Oct 2018

Prepared by: Allen Anderson

The valuation of all building permits issued during the month of October totaled \$5,228,357. One (1) of these permits was a new residential single-family dwelling at a valuation of \$206,975.

The valuation of all miscellaneous (Mechanical, gas, insulation, electrical, plumbing, fire, sprinkler, pool, tank, demolition, signs, business inspection, & itinerant merchant) permits issued during this time period totaled \$1,079,212.

All permit fees collected for the month totaled \$41,045. Of the permit fees collected for the month, \$3,420 was collected in technology fees. Plan review fees collected during the month totaled \$1,475. Business Registration fees collected \$1,200.

The Inspectors did a total of 589 inspections for the month. During the month of October five (5) business inspections were completed. A total of 326 permits were issued for the month. Eighty-five (85) plan reviews were completed for October. We now have a total of 161 residential structures in the Minimum Housing Process and 10 commercial structures in the Demolition by Neglect Process.

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$10	\$13	\$3	\$5	\$5	\$2	\$5	\$6	\$3	\$5			\$6
Residential (thousands)	\$848	\$518	\$1345	\$786	\$1389	\$1589	\$1000	\$1734	\$120	\$207			\$954
Miscellaneous**(millions)	\$2	\$2	\$2	\$3	\$2	\$1	\$2	\$2	\$1	\$1			\$2
Permit Fees (thousands)	\$31	\$33	\$30	\$31	\$48	\$51	\$65	\$60	\$21	\$41			\$41
Inspections (total)	524	539	544	564	582	692	675	659	345	589			571
Permits Issued (total)	258	263	284	295	418	351	344	373	279	326			319
Plan Reviews Completed	75	41	52	74	85	39	42	67	51	85			61
Minimum Housing in Process	163	163	143	152	152	152	161	161	161	161			160

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$11	\$2	\$5	\$33	\$9	\$3	\$3	\$7	\$23	\$3	\$2	\$2	\$9
Residential (thousands)	\$473	\$442	\$1m	\$1m	\$2m	\$1m	\$451	\$0	\$1m	\$2m	\$0	\$39	\$784
Miscellaneous**(millions)	\$5	\$1	\$6	\$9	\$2	\$2	\$1	\$8	\$10	\$4	\$1	\$1	\$4
Permit Fees (thousands)	\$31	\$29	\$31	\$46	\$35	\$46	\$42	\$50	\$51	\$43	\$25	\$23	\$38
Inspections (total)	836	747	775	539	623	610	560	674	621	623	568	431	634
Permits Issued (total)	384	350	353	297	383	339	303	353	263	307	246	197	315
Plan Reviews Completed	43	57	59	57	79	64	53	51	56	70	52	44	57
Minimum Housing in Process	194	190	197	195	198	182	177	178	182	172	155	155	181

**Downtown Development Department
October 2018**

Prepared By: Julie Metz, Director

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

- Staff continued to work through TIGER VIII developments and reviewed storm water retention plans.
- Staff met with (or conversed by email/phone) 14 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Staff met with and visited 31 current business owners during the month.
- Julie continued to work on strategic planning and attended several meetings throughout the month.
- Staff worked through activities related to the Union Station roof replacement.
- Staff worked with 3 downtown businesses to prepare for the NL Bridal Expo on November 11th.

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

- Staff created ads for Go, Buzz, WGBR, 107.9, digital billboards and News-Argus for upcoming city and DGDC events.
- Staff attended multiple Merchants Association meetings throughout the month.
- Staff hosted the Small Business Center in Downtown event on the first Monday of the month.
- Staff met with IT to work on a new technology platform for social media on October 3rd.
- Staff attended a ribbon cutting at The Firehouse on October 4th.
- Staff met with Lamar representatives to discuss billboard promotions on October 4th.
- Staff organized and attended the Public Art Installation Ceremony on October 12th.
- Staff facilitated the Taste of Wayne event on October 13th.
- Erin presented at the Newcomer's Orientation at SJAFB on October 16th.
- Staff attended Startup Summit NC 2018 on October 16th.
- Staff attended an open house at The Firehouse on October 16th.
- Staff attended the Barrique Grand Opening on October 17th.
- Staff attended the Chamber Leadership event on October 18th.
- Staff attended the Military Affairs Committee B-Course Social on October 23rd.
- Staff met with potential brides on October 29th.
- Staff attended IT training for the Banner 9 update on October 31st.

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

- Staff facilitated and attended the following monthly meetings: DGDC Board (10/19), DGDC Executive Committee (10/3), DGDC Design (10/9), DGDC EV (10/9), and DGDC Promotions (10/9).
- Staff assisted with coordination efforts for the Walk to Defeat Dementia, Three Eagles Beer Festival, and the Greater Goldsboro Road Race.
- Staff coordinated and hosted the DGDC Annual Dinner & Awards Banquet on October 19th.
- Staff coordinated and hosted the Annual Board Retreat on October 24th and 25th.
- Staff facilitated 3 DGDC board room rentals throughout the month.
- Staff facilitated 2 Cornerstone Commons rentals throughout the month.
- Staff coordinated the Creepy Crawl on October 26th.
- Staff facilitated the Community Soup Kitchen Chili Cook-Off, held downtown on October 27th.
- Staff assisted the Downtown Goldsboro Merchants Association with Thriller Night on October 27th.

Upcoming Events/Activities:

- Downtown Lights Up on November 20th from 5 pm-8 pm.
- Downtown Goldsboro Merchants Association Red Dot Sale: November 30th-December 1st.
- Santa Stumble on December 14th at 8 pm.
- Trolley Rides: November 27th-December 18th.
- Take a Selfie with the Elfie: December 1st – December 22nd.

Businesses Opening/Properties Purchased:

- Mary's Diner (115 E. Walnut Street): opening November 7th.
- Design by Design (205 E. Walnut Street): Coming Soon
- Middle Grounds Coffeehouse (114 S. Center Street): Coming Soon

Information Technology

Monthly Report – October 2018

Prepared by: Patricia Wischmann

- Continued QS/1 testing for go live on December 3rd.
- Migrated from Banner Financial/HR 8 to Banner Financial/HR 9.
- Created video for Fire Department Academy Graduation.
- Recorded and edited video for Life Time Achievement award for DGDC Annual Dinner. Setup laptop, speakers, and projector for the event.
- One member of the IT Staff completed Associate Certification for Energov.
- Organized a separate connection for the Red Cross in Herman Park Center. Worked with Red Cross staff to get the equipment needed to use a free connection provided by our Internet Service Provider.
- IT Staff attended Superion OneSolution RMS administrator training in preparation for a migration to their solution from our existing RMS solution.
- IT staff attended the North Carolina Local Government Information Systems Association (NCLGISA) Annual Fall Conference in Asheville, NC.
- Tested and configured the CitySourced application for use a 311 reporting system for the City. This integrates with Cityworks for tracking and ticket resolution.
- Setup iPads for data collection during fire hydrant testing.

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	578	535	568	494	408	458	494	572	538	677			516
Tickets Closed	504	544	648	496	389	468	451	656	514	614			519

Monthly Highlights

D&C: Responded to 40 after hour calls for a total of 55 hours.

Streets & Storms: Continued support of post Hurricane storm clean up and vegetative debris removal efforts. Jet Vac'd and cleared 40+ catch basins, rodded 2688 linear feet of pipe, and repaired five stormwater infrastructure cave-ins. Repaired 32 utility cuts, 28 pot holes, and 15 surface defects.

Bldg. Maintenance: Set up for five downtown events, installed Christmas lights on water tower and began downtown lighting installation. In-house capabilities extended—installed new HVAC at Public Works complex, completed multiple upgrades to T.C. Collie Building, completed electrical, plumbing, and ceiling repairs at Fire Station 4 modular, completed multiple post Hurricane storm related roof repairs.

Solid Waste: Continued post Hurricane storm clean up and vegetative debris removal efforts.

Departments		2018												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	7.4	2.9	4.0	24.0	19.0	26.3	77.5	13.2	12.8	14.7			20.2
	Lines Camera'd (1000-ft)	5.1	3.3	4.6	9.5	12.5	10.3	9.3	13.2	7.3	15.5			9.1
	Water Repairs	87	25	25	45	47	64	71	34	21	27			44.6
	Sewer Repairs	4	14	9	12	20	13	17	14	8	22			13.3
	Hydrants Replaced/Fixed	3	32	38	45	42	23	30	26	32	9			28.0
	Meter Install/Changed	25	32	28	36	49	76	60	61	87	78			53.2
Bldg Maint.	Radio, Electrical, Bldg	225	195	167	224	268	204	158	150	127	204			192.2
	Sign Repairs	43	72	51	70	13	77	36	61	28	89			54.0
Garage	Total Work Orders	360	341	322	366	337	316	299	362	313	456			347.2
	Total Fuel Cost (x1000)	\$ 55	\$ 47	\$ 55	\$ 55	\$ 60	\$ 60	\$ 60	\$ 70	\$ 52	\$ 71			58.5
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.8	0.9	1.0	0.9	0.9	1.0	0.9	1.0			0.9
	Recyclables (tons)	102	107	82	101	59	93	79	94	111	0			82.7
	Leaf-n-Limbs (x1000 tons)	0.5	0.7	0.8	1.1	0.8	0.9	0.9	0.8	2.0	2.0			1.1
Cemetery Funerals		8	9	6	8	5	6	6	6	7	10			7.1
Streets & Stormwater	Utility Cut Repairs	0	14	10	12	30	37	23	11	4	32			17.3
	Pot Hole Repairs	45	82	50	20	45	25	61	43	14	43			42.8
	Streets Swept (miles)	82.5	229	171	229	197	143	192	145	198	170			175.6
	ROW Mowing (ac)	0	0	3	8.0	68.9	167.0	16.6	29.0	48.0	59.1			40.0
	City-Owned Lots Mowing	0	0	0	135	318	410	159	187	110	85			140.4
2017														
Distribution & Collections	Utility Line Maint (1000-ft)	33.5	28.0	35.9	21.4	21.3	7.6	6.1	32.7	19.2	13.4	11.1	12.8	20.3
	Lines Camera'd (1000-ft)	4.5	17.5	6.3	10.7	15.2	8.1	12.5	11.1	12.3	12.3	13.3	6.5	10.9
	Water Repairs	42	20	27	35	28	28	20	30	22	23	39	29	28.6
	Sewer Repairs	55	48	105	100	90	19	14	26	39	12	9	5	43.5
	Hydrants Replaced/Fixed	24	18	64	53	38	24	45	32	58	38	40	8	36.8
	Meter Install/Changed	48	37	43	19	55	41	18	34	20	42	34	18	34.1
Bldg Maint.	Radio, Electrical, Bldg	164	108	136	137	156	155	126	174	176	128	183	117	146.7
	Sign Repairs	65	96	61	46	70	75	72	33	53	91	25	28	59.6
Garage	Total Work Orders	334	320	387	304	277	299	292	415	280	370	290	260	319.0
	Total Fuel Cost (x1000)	\$ 57	\$ 51	\$ 56	\$ 49	\$ 55	\$ 58	\$ 50	\$ 68	\$ 58	\$ 60	\$ 54	\$ 41	54.8
Solid Waste	Refuse (x1000 tons)	0.9	0.7	0.9	0.8	0.9	0.9	0.9	0.9	0.81	0.9	0.8	0.8	0.9
	Recyclables (tons)	70	86	83	107	116	88	81	117	110	106	88.5	111	97.0
	Leaf-n-Limbs (x1000 tons)	0.7	0.8	0.9	0.8	1.0	0.8	0.8	0.9	0.87	0.81	1.04	1.16	0.9
Cemetery Funerals		3	6	3	5	6	2	8	5	6	3	5	5	4.8
Streets & Stormwater	Utility Cut Repairs	15	25	11	13	5	17	24	17	13	6	13	15	14.5
	Pot Hole Repairs	57	42	52	48	57	24	72	64	46	95	41	10	50.7
	Streets Swept (miles)	144	113	110	60.5	246	128	142	65	93.6	155	160	132	129.1
	ROW Mowing (ac)	0	0	0	16.0	28.0	8.0	23.5	12.0	5.0	26.0	36	0	12.9
	City-Owned Lots Mowing	0	0	0	101	123	211	266	182	190	175	72	0	110.0

Public Utilities Department

Monthly Report- *October 2018*

Prepared by: Michael Wagner



Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for October were 10.54 MGD. All of the city's 26 pump stations are operating well. Minor repairs are still being made following Hurricane Florence and mitigation measures are being explored.

Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly. Minor repairs are still being made following Hurricane Florence and mitigation measures are being explored. There was a combined filter effluent violation on the morning of October 1, 2018, due to equipment failure.

Compost Facility

One hundred and forty-four cubic yards of compost/mulch was sold in October 2018.

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

2018 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.625	6.232	6.262	6.017	6.303	6.83	6.632	6.727	6.149	6.692			6.446
Sewer**	7.66	10.45	9.97	9.41	10.77	7.83	6.71	11.50	17.46	10.54			10.23
CY Compost	395	876	686	913	951	910	220	604	157	144			585

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

2017 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	5.092	4.974	4.509	4.836	5.080	5.088	5.731	5.403	5.312	5.261	5.024	5.500	5.151
Sewer**	10.44	8.47	8.21	10.25	12.35	9.06	6.97	6.85	8.41	7.16	6.49	7.24	8.49
CY Compost	54	546	845	1484	923	836	496	394	538	564	86	104	572

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

Finance Department

Monthly Report - October 2018

Prepared by: *Kaye Scott, Finance Director*

FY 2018-19

GENERAL FUND

		Actual	Adjusted Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
Revenues					
Tax Revenues		\$ 2,661,222	\$ 16,432,843	\$ 2,360,796	14.37%
License & Permits		153,117	382,650	134,248	35.08%
Revenue Other Agencies		9,032,303	18,577,389	6,174,475	33.24%
Charges for Services		1,535,246	10,970,718	1,585,153	14.45%
Capital Returns		56,015	525,384	229,464	43.68%
Miscellaneous Revenues		83,659	1,201,500	104,458	8.69%
FB Withdrawal/PO Appropriation			1,538,317		
Total		\$ 13,521,562	\$ 49,628,801	\$ 10,588,594	21.34%
		Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures		FY '17-18	FY '18-19	FY '18-19	Collected
Mayor/Council		\$ 152,449	\$ 364,275	\$ 111,143	30.51%
City Manager		292,019	1,404,615	346,975	24.70%
Human Resources Management		212,095	596,154	212,636	35.67%
Community Relations		81,468	161,085	121,672	75.53%
Paramount Theater		138,835	508,333	207,530	40.83%
Goldsboro Event Center		47,521	143,890	44,694	31.06%
Inspections		371,840	831,196	216,487	26.05%
Downtown Development		120,766	457,448	124,252	27.16%
Information Technology		465,369	2,161,817	481,816	22.29%
Public Works - Adm.		131,685	473,747	175,328	37.01%
Garage		730,800	2,308,330	868,035	37.60%
Garage Credits		(368,711)	(1,680,000)	(419,489)	24.97%
Building & Grounds		222,094	771,779	215,025	27.86%
Cemetery		120,449	329,995	102,849	31.17%
Finance		364,857	1,312,841	329,922	25.13%
Office Supplies Credits		(2,884)	(9,000)	(2,868)	31.87%
Planning & Redevelopment		419,273	1,530,223	425,872	27.83%
Postage Credits		(7,610)	(30,000)	(4,996)	16.65%
Streets & Storms - General		666,852	1,097,628	333,339	30.37%
Streets & Storms - Utilities		195,967	732,507	203,370	27.76%
Street Paving		0			0.00%
Solid Waste		1,073,668	2,927,194	1,076,324	36.77%
Engineering		343,582	995,111	294,156	29.56%
Fire Department		2,217,532	6,220,985	2,241,602	36.03%
Police Department		3,080,897	15,590,214	3,375,567	21.65%
Special Expense Fees		5,074,426	5,803,162	1,943,989	33.50%
Parks & Recreation		1,209,973	3,766,154	1,488,387	39.52%
Golf Course		258,626	859,120	421,554	49.07%
Total		\$ 17,613,838	\$ 49,628,801	\$ 14,935,171	30.09%

UTILITY FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Charges for Services		\$ 5,196,571	\$ 16,778,500	\$ 5,488,045	32.71%
	Capital Returns		10,232	37,900	32,928	86.88%
	Miscellaneous Revenues		1,033,881	4,417,009	2,447,383	55.41%
	FB Withdrawal/PO Appropriation		\$ -	\$ 2,136,178		0.00%
	Total		\$ 6,240,684	\$ 23,369,587	\$ 7,968,356	34.10%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Collected
	Distribution & Collections		\$ 968,081	\$ 3,595,982	\$ 885,560	24.63%
	Water Treatment Plant		1,634,455	6,024,071	1,888,722	31.35%
	Water Reclamation Plant		1,912,186	7,437,465	2,449,538	32.94%
	UF - Capital		1,550,691	5,182,665	2,418,016	46.66%
	Compost Facility		234,071	1,129,404	629,294	55.72%
	Total		\$ 6,299,484	\$ 23,369,587	\$ 8,271,129	35.39%
DOWNTOWN DISTRICT FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Tax Revenues		\$ 11,348	\$ 72,155	\$ 10,415	14.43%
	Capital Revenue		122	315	380	120.52%
	FB Withdrawal/PO Appropriation			15,366	\$ 384	2.50%
	Total		11,470	87,836	11,179	12.73%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '16-17	FY '17-18	FY '17-18	Spent
	Downtown District		\$ 5,310	\$ 87,836	\$ 13,660	15.55%
	Total		\$ 5,310	\$ 87,836	\$ 13,660	15.55%
OCCUPANCY TAX FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Occupancy Tax/Civic Center		\$ 234,309	\$ 690,000	\$ 248,042	35.95%
	Occupancy Tax/Travel & Tourism		58,577	170,000	62,127	36.55%
	County of Wayne Occupancy Tax		67,188	170,000	79,276	
	Capital Returns/Misc./Property Sale		\$ 1,935	\$ 1,050	\$ 64,669	0.00%
	FB Withdrawal/PO Appropriation			\$ 149,184		
	Total		\$ 362,009	\$ 1,180,234	\$ 454,114	38.48%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Collected
	Civic Center		\$ 691,564	\$ 818,261	\$ 303,834	37.13%
	Travel & Tourism		138,124	361,973	146,277	40.41%
	Total		\$ 829,688	\$ 1,180,234	\$ 450,111	38.14%

STORMWATER FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Stormwater Fee		\$ 136,680	\$ 1,504,000	\$ 471,415	31.34%
	FB Withdrawal/PO Appropriation			10,861		
	Total		136,680	1,514,861	471,415	31.12%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Spent
	Stormwater Division		\$ 78,134	\$ 1,514,861	\$ 267,668	17.67%
	Total		\$ 78,134	\$ 1,514,861	\$ 267,668	17.67%

PLANNING DEPARTMENT
MONTHLY REPORT – OCTOBER, 2018
 Prepared by: Debra Creighton

General Tasks

During the month of October, the Planning staff reviewed and signed off on all commercial and residential building and sign permits. Staff continues to prepare for upcoming meetings and has overseen contracted projects for the MTP Update, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. The City received 4 hours of Community Service work during the month of October. Code Enforcement is now issuing \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City. During the month of October, eleven tickets were issued.

Parked in Wrong Direction	10
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	1
Other (Bus Loading Zone, Crosswalk, Sidewalk)	0

2018

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission	5	6	5	3	7	4	7	7	8	4			56	6
Historic District Comm. Cases	2/1	2/1	1/1	1/0	0/2	2/0	1/2	1/2	1/2	0/0			11/11	1/1
Code Enforcement														
Grass Cutting	0	0	0	0	102/ \$6,100	69/ \$4,540	65/ \$3,775	79/ \$4,400	94/ \$5,590	74/ \$4,377			483/ \$28,782	48/ \$2,878
Junk Vehicles Tagged/Towed	30/1	22/2	23/3	16/5	21/3	20/5	18/3	0/0	0/3	18/0			168/25	16/3
Illegal Signs Removed	130	127	110	56	85	92	61	62	35	103			861	86
Bags of Litter Picked Up	331	473	583	316	552	437	319	394	297	399			4101	410

2017

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission	7	6	4	5	8	0	6	8	5	7	8	5	69	6
Historic District Comm. Cases	0/1	1/3	0/2	0/0	0/4	2/1	1/4	1/3	2/4	3/2	3/2	3/3	16/28	43/102
Code Enforcement														
Grass Cutting	0	0	0	35/ \$2,0	70/ \$4,075	77/ \$5,030	91/ \$5,080	61/ \$3,445	68/ \$3,970	43/ \$2,500	20/ \$1,135	1/ \$40	466/ \$27,255	39/ \$2,271
Junk Vehicles Tagged/Towed	37/7	18/4	0/7	0/3	24/0	18/6	0/8	0/4	0/7	0/3	32/6	0/0	129/55	12/5
Illegal Signs Removed	76	57	65	24	18	119	160	62	24	59	173	96	933	78
Bags of Litter Picked Up	73	516	758	749	322	435	411	262	321	362	253	423	4,885	407

**ENGINEERING DEPARTMENT
MONTHLY REPORT – OCTOBER 2018**

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

Stoney Creek Greenway

- Staff is awaiting right of way certification form from NC Department of Transportation;
- The design process is 90% complete.

Phase IV Sewer Collection Rehabilitation

- Preconstruction meeting was held on September 19, 2018 with a notice to proceed date set for November 1, 2018;
- Contract completion date is November 26, 2019.

Center/Holly Street Water Tank Painting

- Bids received were over budgeted amount due to lead paint issue;
- Staff is coordinating having a lead paint evaluation performed;
- Project anticipated advertising in December 2018.

SJAFB Sewer Outfall Improvements

- Staff is preparing design plans and bid documents to replace the sewer line from SJAFB to the Stoney Creek Sewer Outfall;
- The design process is 70% complete;
- Anticipated bid advertisement is December 2018.

Glenwood Trail Storm Drain Replacement Project

- Contract is 80% complete;
- Contract completion date is December 24, 2018;

2018 Street Improvement Project

- This paving project includes Oak Hill Drive from North Berkeley Boulevard to Green Drive and East Chestnut Street from South Slocumb Street to South Leslie Street;
- Design phase is 95% complete;
- The City Attorney is coordinating the acquisition of the required additional right of way.

2018 Street Resurfacing

- A preconstruction meeting was held on October 24, 2018 with a notice to proceed date set for November 5, 2018 and a project completion date set for May 6, 2019.

2018 Wastewater Collection System Rehabilitation Project

- The design phase is complete for removal and replacement of approximately 1,635 linear feet of existing sanitary sewer mains for sections of Jefferson Street, Beech Street, and Audubon Avenue.
- Anticipated bid advertisement is November 4th with a bid opening date of November 20, 2018.

2018 Virginia Street Storm Sewer Improvements

- The design phase for this project is 80% complete.

Beech Street Sanitary Sewer Improvements

- Staff is evaluating if this project can be amended to the Phase IV Sewer Collection Rehabilitation Project (CWSRF).

Best Management Practices (BMPs) Inspections

- Approximately 300 BMPs have been approved and 254 BMPS have been constructed to date;
- All BMP inspections have been completed through the month October 2018.

Goldsboro Fire Department

Monthly Report – October 2018

Report Prepared By: Joseph Dixon JD/CL

Fire Prevention and Outreach

- 10/2 – Public Education – Engine 2
- 10/3, 10/17, 10/31 – Community Service – Car Seat Safety Check – Station 2
- 10/8 – Public Education – School Street Early Learning Center
- 10/9 – Fire Truck Display – Kids-R-Us Preschool and Childcare Center – Engine 3
- 10/9 – Public Education – Wayne Opportunity Center
- 10/11, 10/12 – Station Tour – Station 2
- 10/12 – Public Education – Wayne Christian School
- 10/16 – Community Service - Car Seat Safety Check – Station 1
- 10/16 – Public Education – WAGES
- 10/18 – Public Education – Meadow Lane Elementary School
- 10/19 – Public Education – St Mary Catholic School
- 10/22 – Public Education – Bright Beginnings Christian Center
- 10/23 – Public Education – Antioch Child Care
- 10/24, 10/25 – Public Education – Protestant Preschool and Kindergarten
- 10/25 – Station Tour – Station 1
- 10/26 – Public Education – Wayne Country Day School
- 10/31 – Public Education – One To One With Youth

October 7 – 13, 2018 is Fire Prevention Week

Theme: “Look. Listen. Learn. Be aware - fire can happen anywhere.”

Working Structure Fires

- 10/13 - 304 W Mulberry St.
- 10/15 - 3216 Central Heights Rd.
- 10/18 - 903 Carver Dr. # B
- 10/27 - 800 S George St.

Working Vehicle Fires

- 10/1 - 3201 Central Heights Rd.
- 10/5 - 3610 Central Heights Rd.
- 10/5 - 108 N Alabama Ave.

2018	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	Oct.	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>
Total Incidents:	234	165	196	197	208	182	195	229	375	224			221
Structure Fires:	3	6	2	2	6	2	1	2	4	4			3
EMS Calls:	63	52	63	68	89	69	71	87	138	79			78
Vehicle Accidents:	49	22	39	27	38	34	38	31	36	34			35
Fire Alarms:	49	34	44	35	38	38	47	59	80	50			47
Other:	70	51	48	65	51	39	38	50	117	56			59
Training Hours:	2683	2871	2149	2172	1962	1878	2776	3228	1465	1909			2309
Safety Car Seat Checks:	2	10	10	9	10	4	3	8	3	11			7
Inspections:	52	67	68	95	102	106	99	142	64	141			94
2017	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>Jul.</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>
Total Incidents:	268	227	226	206	212	194	204	177	210	218	192	204	212
Structure Fires:	3	4	6	2	2	3	4	4	0	4	4	7	4
EMS Calls:	112	100	99	84	71	69	70	65	86	88	52	79	81
Vehicle Accidents:	33	35	40	35	38	37	29	27	34	43	38	40	36
Fire Alarms:	53	35	38	36	43	43	55	42	43	36	36	32	41
Other:	67	53	43	49	58	42	46	39	47	47	62	46	50
Training Hours:	3209	2870	3457	2153	2001	2020	1532	1686	1587	2496	1939	1286	2186
Safety Car Seat Checks:	6	16	10	8	12	11	5	13	53	6	2	6	12
Inspections:	31	57	53	56	113	120	99	113	70	51	63	37	72

Note: Other Fire Calls includes Good Intent Calls, Bomb Scares, Vehicle Fires, Cooking Fires, False Alarms, Assist GPD, Service Calls, Haz-Mat Calls, Grass Fires and Unauthorized Burning.

Goldsboro Police Department Monthly Report - October 2018

Report Prepared by: Michael D. West MDW/KB

Total UCR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft and arson) for October 2018 were 216 compared to 233 for September 2018.

Property with an estimated value of \$218,698 was reported stolen while property with an estimated value of \$99,328 was recovered.

Officers arrested 139 people and 248 citations were issued during the month. There were 38 drug -related charges.

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

Revenue collected for October 2018 included:

Police Reports	\$333.00
Fingerprints	\$70.00
Special Events	\$200.00

UCR COMPARISON & TREND														
2018	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	0	0	0	0	0	0	0	0	1	1			2	0.2
Rape(&attempts)	2	1	0	2	1	0	2	0	2	0			10	1.0
Robbery	1	10	7	5	4	6	6	5	2	2			48	4.8
Aggravated Assault	6	12	11	13	15	13	17	9	17	12			125	12.5
Simple Assault	34	29	55	34	32	32	24	46	43	25			354	35.4
Breaking & Entering	40	27	23	31	37	41	36	27	30	31			323	32.3
Larceny	129	115	126	134	132	121	127	110	107	96			1197	119.7
Motor Vehicle Theft	7	4	7	7	7	5	6	11	6	12			72	7.2
Arson	0	2	0	0	0	1	1	1	0	3			8	0.8
Fraud	46	33	22	34	42	38	42	35	25	34			351	35.1
TOTALS	265	233	251	260	270	257	261	244	233	216			2490	249.0
2017	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	1	0	0	0	4	0	0	0	0	2	3	1	11	0.9
Rape(&attempts)	0	0	0	0	0	1	0	0	0	0	0	0	1	0.1
Robbery	8	6	9	2	3	10	5	10	2	7	7	12	81	6.8
Aggravated Assault	17	23	25	12	18	13	9	20	21	21	20	14	213	17.8
Simple Assault	24	29	35	38	31	29	48	46	42	24	23	18	387	32.3
Breaking & Entering	24	25	29	45	35	23	34	18	34	23	42	43	375	31.3
Larceny	145	104	126	105	135	122	140	142	122	131	113	141	1526	127.2
Motor Vehicle Theft	7	1	9	3	4	9	7	8	0	2	8	7	65	5.4
Arson	0	0	0	0	0	0	0	0	0	0	1	2	3	0.3
Fraud	36	30	37	54	44	31	34	39	41	30	30	27	433	36.1
TOTALS	262	218	270	259	274	238	277	283	262	240	247	265	3095	257.9

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

[illegible][illegible]



Travel & Tourism Department
Monthly Report – October 2018
Prepared by: Ashlin Glatthar

- ♣ 169 inquiries were fulfilled for the month of September by the TTO— 96 incoming phone calls, 32 visitors to the office, and 41 e-inquiries. Over 300 promotional items were donated to groups staying in local hotels, primarily related to the USTA State Championships.
- ♣ Total hotel revenue generated in September was \$2,260,358, which is up 22.1% YOY. This significant increase is caused by disaster relief, FEMA, and displaced persons due to Florence. October earnings not released yet.
- ♣ For the month, TTO Facebook page had 16 new page likes. Instagram page has 41 new followers. Twitter page has gained 3 new followers.
- ♣ During the first two weeks of the month, TTO worked tirelessly with Parks & Rec to ensure the USTA NC State Championship would be a successful event. The three-day tournament took place on Oct 11-14 bringing in 470 tennis players from all over the state. TTO host the Player's Party at the Terrace Room on Friday, 10/12, welcoming our visitors. This was Goldsboro's 6th consecutive year hosting the event, and Goldsboro has been awarded the hosting rights for 2019 & 2020.
- ♣ On October 13-14, TTO planned and hosted a FAM Tour for travel writers. Four travel writers representing three media outlets attended. The media outlets are NC Tripping, The Destination Magazine, and Travel Through Life. Two of these publications are online-based with blogs and social media followers exceeding 80,000 people. We have had two online articles written about Goldsboro-Wayne County based on this FAM Tour, and The Destination Magazine, a quarterly print publication, is set to release its story about our community in Spring 2019.
- ♣ TTO announced the bid winner of the WOW 2019 Management of Media Services to High Tide Creative Ad Agency based in New Bern, NC. The agency immediately went to work attending WOW planning meetings with Ashlin, designing logos, and drafting the media plan.
- ♣ Ashlin attended the TEAMS Expo Oct 2-5 in Louisville, KY meeting with 30 sporting event organizers. The TTO attended this conference as part of the Sports NC co-op, but had opportunities to reinforce relationships with sporting event organizers who met Scott Barnard and Russell Stephens at Connect 2018 and past conferences. Ashlin spent time following up with the more promising leads via email and phone calls two weeks after the event. She is working with Parks & Rec to design a cross-country course map to send to USA Track & Field.
- ♣ Ashlin continues to participate in the city's strategic planning core team as we make final adjustments to measures for a more complete draft form of the plan.
- ♣ On September 5, TTO launched an email campaign to over 60 hoteliers across the country. On September 25, Ashlin mailed hard copies to the investors who clicked on the email and showed greatest interest in the project. No proposals or responses from investors have stemmed from these efforts. 60-day solicitation expires on November 5th. TTO will meet with City Manager next month to plan next steps.
- ♣ TTO met with the Public Affairs offices of the 916th AFW and the 4th FW to discuss the possibility of another FAM Tour planned for December 11-13. The 12th will be dedicated to the taking the writers behind the scenes tour of the base. More details to come on this event once other partners have confirmed their participation.
- ♣ Ashlin worked with the 916th to help coordinate spots on the Civic Leader Tanker Ride on October 15th to help strengthen the bond between Riccobene & Associate's Dentistry and the community/base.

Occupancy Tax Collections YTD

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2018-19	\$76,448	\$71,981	\$72,429	\$89,311									\$310,169	\$77,542
2017-18	\$81,794	\$70,849	\$71,323	\$66,920	\$68,268	60,726	\$43,748	\$51,800	\$53,393	\$68,272	\$69,725	\$78,449	\$785,269	\$65,439
2016-17	\$69,073	\$77,434	\$67,869	\$58,613	\$86,744	\$87,662	\$63,904	\$60,529	\$75,368	\$68,577	\$64,312	\$64,218	\$844,303	\$70,359

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 19, 2018 COUNCIL MEETING

SUBJECT: Resolution Supporting Carver Heights Elementary School

BACKGROUND: Carver Heights Elementary School serves students in grades three through five and has been classified as a low performing school. In September, Carver Heights was on the list of schools that qualified for innovative status. Carver Heights is under consideration for transfer into the Innovative School District, or ISD, which the state General Assembly established in 2016.

DISCUSSION: Despite ongoing school transformation efforts, the North Carolina Innovative School District (ISD), is recommending to North Carolina State Board of Education to select Carver Heights Elementary to be taken over by the ISD beginning in the 2019-2020 school year.

North Carolina General Statute § 115C-75.7 requires that the North Carolina State Board of Education approve the ISD takeover of a school based on an analysis of performance over the most recent three-year period, yet Carver Heights Elementary School only has two years of comparable data under its current configuration.

RECOMMENDATION: Wayne County Public Schools administration is requesting Council adopt the attached Resolution seeking North Carolina Board of Education's Support for Approval of a Carver Heights Elementary Restart Application and Keeping Carver Heights Elementary under Wayne County Public Schools' Responsibility.

Date: _____

Randy Guthrie, Interim City Manager

Resolution No. 2018-_____

“Resolution Seeking North Carolina Board of Education’s Support for Approval of a Carver Heights Elementary Restart Application and Keeping Carver Heights Elementary under Wayne County Public Schools’ Responsibility”

WHEREAS, the Wayne County Board of Education and Wayne County Public Schools holds high expectations for all students and makes every effort to provide the necessary supports to every school to help ensure student success; and

WHEREAS, since 2016, Wayne County Public Schools (WCPS) has removed four schools from the State’s low performing list and has had five of the six schools on the low-performing list achieve slow but steady gains, demonstrating that the district has a track record for turning around struggling schools; and

WHEREAS, Carver Heights Elementary is one of two Apple ConnectED schools in North Carolina to offer a comprehensive 1:1 technology solution for every student and teacher, including Apple hardware, software, and services; professional development, increasing student access to technology within the attendance zone from 35% to 100%; and

WHEREAS, in 2016-17 WCPS implemented a School Regrouping Plan, as a part of the district’s strategic transformation efforts, which migrated all grades 3-5 students from North Drive Elementary, School Street Elementary, and Dillard Middle to Carver Heights Elementary; and

WHEREAS, through the School Regrouping Plan, all grades K-2 from School Street Elementary and Carver Heights Elementary were moved to North Drive Elementary to take part in an Early Literacy Focus before moving on to Carver Heights Elementary; and

WHEREAS, in 2016, Carver Heights Elementary was awarded a \$1.3 million federal School Improvement Grant to implement a Transformation Intervention Model, for which the school is just beginning its second year of implementation; and

WHEREAS, despite ongoing school transformation efforts, the North Carolina Innovative School District (ISD), is recommending to North Carolina State Board of Education to select Carver Heights Elementary to be taken over by the ISD beginning in the 2019-2020 school year; and

WHEREAS, North Carolina General Statute § 115C-75.7 requires that the North Carolina State Board of Education approve the ISD takeover of a school based on an analysis of performance over the most recent three-year period, yet Carver Heights Elementary school only has two years of comparable data under its current configuration; and

WHEREAS, the ISD lacks both a comprehensive evaluation process and its own evaluative tools, and appears to be presenting, inaccurate and/or misleading information to the North Carolina State Board of Education in its recommendation for taking over Carver Heights Elementary; and

WHEREAS, the ISD has failed to effectively engage and inform Carver Heights Elementary parents by only giving parents three days’ notice (over a weekend) and holding the information session of the meeting at 5:00 p.m., making it difficult for working families to attend; and

WHEREAS, the ISD has no track record for innovation and school turnaround and has yet to offer a plan for how it will support student achievement at Carver Heights Elementary and has publicly stated that it will evaluate the school in the coming months in order to develop any strategies; and

WHEREAS, if transferred to the ISD, Carver Heights Elementary will be operated by a private company with no accountability to the Wayne County taxpayers; and

WHEREAS, the ISD's actions have been demoralizing, have sown chaos, scared teachers and staff, and through the ISD's "plan" will keep the school in a holding pattern for the next eight months until a private operator takes over the school; and

WHEREAS, the Wayne County Board of Education and Wayne County Public Schools recognizes that any meaningful reform efforts must take place now, and that necessary changes at Carver Heights Elementary can occur immediately through the district's Restart plan;

NOW THEREFORE, BE IT RESOLVED, that the Wayne County Board of Education fully supports the district Restart efforts, to include utilizing school turnaround experts in administrative roles at Carver Heights Elementary who have a proven track record for improving low-performing schools in North Carolina; and

BE IT FURTHER RESOLVED, that the Wayne County Board of Education is asking the North Carolina State Board of Education to approve the Restart Application for Carver Heights Elementary as the more viable option over ISD takeover for increasing student achievement; and

BE IT FURTHER RESOLVED, that the Wayne County Board of Education hereby declares its intent to oppose in every possible manner and by all legal means the forced takeover of Carver Heights Elementary School by the ISD; and

BE IT FURTHER RESOLVED, that the City Council of the City of Goldsboro supports the Wayne County Board of Education's request in seeking North Carolina Board of Education's support for approval of a Carver Heights Elementary Restart Application and keeping Carver Heights Elementary under Wayne County Public Schools' responsibility.

BE IT FURTHER RESOLVED, that a copy of this Resolution be sent to the North Carolina State Board of Education, the North Carolina Innovative School District, and the Wayne County Board of Commissioners.

This Resolution shall be in full force and effect from and after this 5th day of November, 2018.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager