

**GOLDSBORO CITY COUNCIL  
REGULAR MEETING AGENDA  
MONDAY, DECEMBER 18, 2023**

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

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

- 1. ROLL CALL**
- 2. ADOPTION OF THE AGENDA**
- 3. OLD BUSINESS**
  - a. Public Safety Complex Repairs Update (Public Works)
  - b. Managed Parking Plan Update (City Manager's Office)
- 4. NEW BUSINESS**
  - c. Financial Update (Davenport)
  - d. Council Committee Discussion (Mayor)
  - e. Boards and Commission Vacancies Discussion (City Clerk)

**II. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET**

Invocation (Archbishop Anthony Slater)  
Pledge of Allegiance

**III. ROLL CALL**

**IV. APPROVAL OF MINUTES**

A. Minutes of the Work Session and Regular Meeting of December 4, 2023

**V. PRESENTATIONS**

**VI. PUBLIC HEARINGS**

B. SU-17-23 Bar (POE with ABC) – East side of N. Center St. between E. Mulberry St. and E. Walnut St. (Planning)

**VII. PUBLIC COMMENT PERIOD**

**VIII. CONSENT AGENDA ITEMS**

- Removed** C. Goldsboro Union Station Grant Request – NPS Historic Preservation Fund: Save America's Treasures (Downtown)
- D. Amending Capital Project Fund Ordinance – Police Evidence Room and Fire Department Renovation (G1106) (Finance)
- E. Operating Budget Amendment FY23-24 (Finance)
- Ind Action** F. Award Final Upset Bid for 200 N. Carolina Street to Community Technical Assistance, Inc. (Finance)
- G. Award Final Upset Bid for E. Spruce and 706 E. Spruce Street (Finance)
- H. Award Final Upset Bid for 717 Devereaux Street to Terrance A. Bynum (Finance)
- Removed** I. Amend Contract for Audit Services for Fiscal Year Ending June 30, 2022 (Finance)
- J. Contract Award for Goldsboro MPO Metropolitan Transportation Plan Update (Planning)
- K. Contract Award for Goldsboro MPO Bicycle, Pedestrian, and Greenway Plan Update (Planning)
- L. Amending Chapter 32: Boards, Commissions and Departments of the City of Goldsboro Code of Ordinances (City Clerk)
- M. Scheduling Council Meetings for 2024 (City Clerk)
- N. Boards and Commissions Meetings for 2024 (City Clerk)
- O. Departmental Monthly Reports

**IX. ITEMS REQUIRING INDIVIDUAL ACTION**

**F. Moved to Jan 8, 2024**

**X. CITY MANAGER'S REPORT**

**XI. CEREMONIAL DOCUMENTS**

**XII. MAYOR AND COUNCILMEMBERS' COMMENTS**

**XIII. CLOSED SESSION**

**XIV. ADJOURN**

**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING**

**SUBJECT:** Managed Parking Plan Update

**BACKGROUND:** On street parking in the downtown municipal service district (MSD) has over time become increasingly problematic. Over the past year, merchants and citizens have voiced concern over the availability of on-street parking. Compounding the challenge are individuals using on-street parking for long term parking of vehicles often greater than twenty-four hours at a time. This occurs despite the availability of off-street parking that in most cases is less than a quarter mile away.

Accordingly, this practice has made it difficult for merchants and business owners to have available on-street parking near their business for their patrons. They believe such long-term parking practice has had a negative effect on their businesses. Consequently, merchants, citizens and business owners have approached the City requesting relief. The City held public forums to determine the best desired way ahead. It was the majority consensus to move ahead with two-hour managed parking on certain MSD streets.

In accordance with the City Municipal Code Section 72.76, the City has a two-hour managed parking zone for on-street parking for vehicles located within the MSD.

**DISCUSSION:** The City Council authorized the City Manager to move ahead with MSD parking management in April 2023. The city did not have staff, nor adequate software to successfully implement a program. It took several months to hire staff and determine the best software, provide training, and customize the implementation to fit our ordinances. Parking management will be a significant change for many. Consequently, staff recommend a soft roll-out out starting January 2, 2024. This will help ensure that citizens, city employees, and business owners have time to adjust their behavior and avoid any fines.

**UPDATE:** Thus far the City has:

- Purchased T2 systems parking management handheld devices and software to implementing a comprehensive parking management system <https://www.t2systems.com/>.
- Hired and trained a GPD parking specialist for downtown parking enforcement that can also enforce other civil matters.

- Trained other City administrators on the T2 software.
- Developed 2-hour parking signage; over 70 signs will be posted throughout the MSD during the last two weeks of December 2023.
- The City will also restrict off-street parking in City parking lots for City employees Monday through Friday from 7am to 5:30pm.

\*Note: There are not enough parking spaces in our City Hall parking lots to provide for all City Hall employees and vehicles during the workday; overflow parking will be at the John Street parking lot.

**PAYMENT:** Payment of fines can be made online or in person at the GPD front desk. A 2-hour parking violation is \$50.00. Late fee is \$25.00 if not paid in two weeks.

**APPEAL PROCESS:** The Traffic Committee will serve as the Appeal Board per City Code 72.93.

**RECOMMENDATION:** Unless otherwise directed, staff will implement the parking management plan starting January 2, 2024, with warning tickets. Parking violation fines will be assessed starting February 1, 2024.

Date: 12/12/23

  
Matt Livingston, Assistant City Manager

Date: 12/13/23

  
Timothy Salmon, City Manager

# Discussion Materials

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City of Goldsboro, North Carolina



December 18, 2023



# Contents / Agenda

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## Appendix

**A** City's Financial Policies



# Credit Rating Overview

# Credit Overview



## Credit Rating Overview

- The City is currently rated 'AA' by Standard and Poor's.
  - Last Rating Report: 7/1/2021
  - Last Review Date: 3/6/2023
  - Last Rating Change: Upgraded to 'AA' (7/10/2018)
- On August 13, 2020, the City's 'Aa2' Moody's rating was withdrawn due to a lack of timely financial information.

Moody's Investor Services	Standard & Poor's	Fitch Ratings
Aaa	AAA	AAA
Aa1	AA+	AA+
<b>Aa2</b>	<b>AA</b>	AA
Aa3	AA-	AA-
A1	A+	A+
A2	A	A
A3	A-	A-
Baa1	BB+	BB+
Baa2	BBB	BBB
Baa3	BBB-	BBB-
Non Investment Grade		

- The City has adopted a Bond Rating Policy that states the City will maintain a very strong/high bond rating to be considered a "low-risk" borrower when obtaining funding for projects. The City will target the Moody's Aa1 / S&P AA+ rating; at no time shall the rating drop below Aa2/AA without Council notification.

## Rating Peer Comparatives

- The following pages contain peer comparatives based on the Moody's rating categories below:

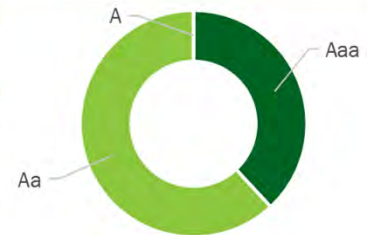
### National Moody's Rated Cities and Towns

	Number of Credits	Percentage of Credits
Aaa	228	11%
Aa	1337	63%
A	550	26%
<b>Total</b>	<b>2,115</b>	<b>100%</b>



### North Carolina Moody's Rated Cities and Towns

	Number of Credits	Percentage of Credits
Aaa	16	38%
Aa	26	62%
A	0	0%
<b>Total</b>	<b>42</b>	<b>100%</b>



NC 'Aaa': Apex, Asheville, Cary, Chapel Hill, Charlotte, Concord, Davidson, Durham, Greensboro, Huntersville, Mooresville, Morrisville, Raleigh, Wake Forest, Wilmington, Winston-Salem

NC 'Aa': Carolina Beach, Carrboro, Clayton, Fayetteville, Fuquay-Varina, Garner, Gastonia, Greenville, Hickory, High Point, Holly Springs, Indian Trail, Jacksonville, Kannapolis, Matthews, Monroe, Mount Holly, Nags Head, Oak Island, River Bend, Rocky Mount, Sanford, Stanley, Thomasville, Wilson, Zebulon

NC 'A': None.

Note: The data shown in the peer comparatives is from Moody's Municipal Financial Ratio Analysis database. The figures in the chart above are from September 2023. The peer comparison data is derived from FY 2021 figures in most cases.

# Peer Comparatives – North Carolina ‘Aa’ City Population Peers



- In order to provide additional perspective on potential Financial Policy enhancements/updates, Davenport has compiled a more specific North Carolina peer list. This list includes all ‘Aa’ Rated Cities/Towns in North Carolina with populations ranging between 25,000 and 50,000.

North Carolina 'Aa' City Population Peer Group	A	B	C	D	E	F
				Credit Rating		
	City/Town	Population	Electricity	Moody's	S&P	Fitch
	Goldsboro	33,215	No	n/a	AA	n/a
'Aa' Rated Cities and Towns with 25,000 - 50,000 Population						
	Clayton	29,445	Yes	Aa1	AA+	n/a
	Fuquay-Varina	40,810	No	Aa1	AAA	n/a
	Garner	33,669	No	Aa1	AAA	n/a
	Hickory	44,084	No	Aa1	AA+	n/a
	Holly Springs	45,945	No	Aa1	AAA	n/a
	Indian Trail	41,724	No	Aa1	AAA	n/a
	Matthews	30,124	No	Aa1	AA+	n/a
	Monroe	36,018	Yes	Aa2	AA	n/a
	Sanford	31,224	No	Aa2	n/r	AA
	Statesville	29,681	Yes	n/a	n/a	n/a
	Thomasville	27,399	No	Aa2	n/a	n/a
	Wilson	47,606	Yes	Aa2	AA	n/a

# Rating Agency Methodologies



## Moody's Rating Methodology

Category	Rating Percentage	Short Term Control	Long Term Control
Economy	30%		✓
Financial Performance	30%	✓	✓
Institutional Framework	10%		✓
Leverage	30%	✓	✓

- On November 2, 2022, Moody's updated its US Local Governments General Obligation Debt methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of four key factors.
- 5 defined below the line qualitative adjustments can be made based upon certain factors not included in the quantitative score.
- While the defined notching factors have been reduced, a new category for other considerations will allow for any other factor deemed appropriate by the rating analysts and committee to be considered in the rating outcome.

## S&P Rating Methodology

Category	Rating Percentage	Short Term Control	Long Term Control
Institutional Framework	10%		✓
Economy	30%		✓
Management	20%	✓	✓
Budget Flexibility	10%	✓	✓
Budgetary Performance	10%	✓	✓
Liquidity	10%	✓	✓
Debt and Contingent Liabilities	10%	✓	✓

- On September 12, 2013, Standard & Poor's updated its US Local Governments General Obligation Ratings methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of seven key factors.
- Up to a one-notch adjustment can be made from the indicative rating based on other qualitative factors not included in the quantitative score.

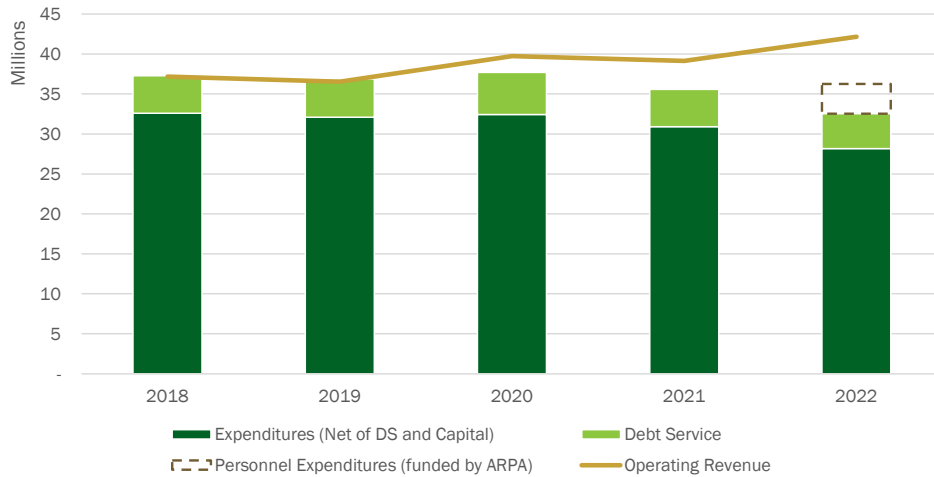


# General Fund Operations and Fund Balance

# General Fund Financial Performance



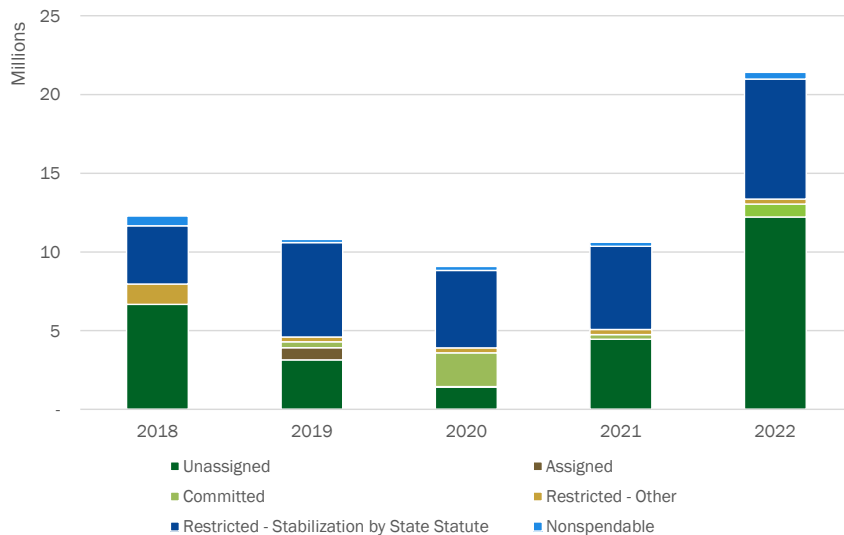
## General Fund Revenues vs. Expenditures



## Observations

- Historically, the City's operating revenues have been equal to or exceeded operating and debt service expenditures, resulting in a structurally balanced budget and annual operating surpluses.
- In recent years, the City has increased their operating revenue by approximately \$5 million.
- In FY 2022, \$3,726,958 of General Fund personnel expenditures were paid from one-time ARPA revenues.
- The City's General Fund Balance increased significantly from FY 2021 to FY 2022.
  - In FY 2022, Unassigned Fund Balance increased by approximately \$7.75 million, going from \$4.45 million to \$12.2 million.
  - In FY 2022, Total Fund Balance increased by approximately \$10.8 million, going from \$10.6 million to \$21.4 million.

## General Fund Balance



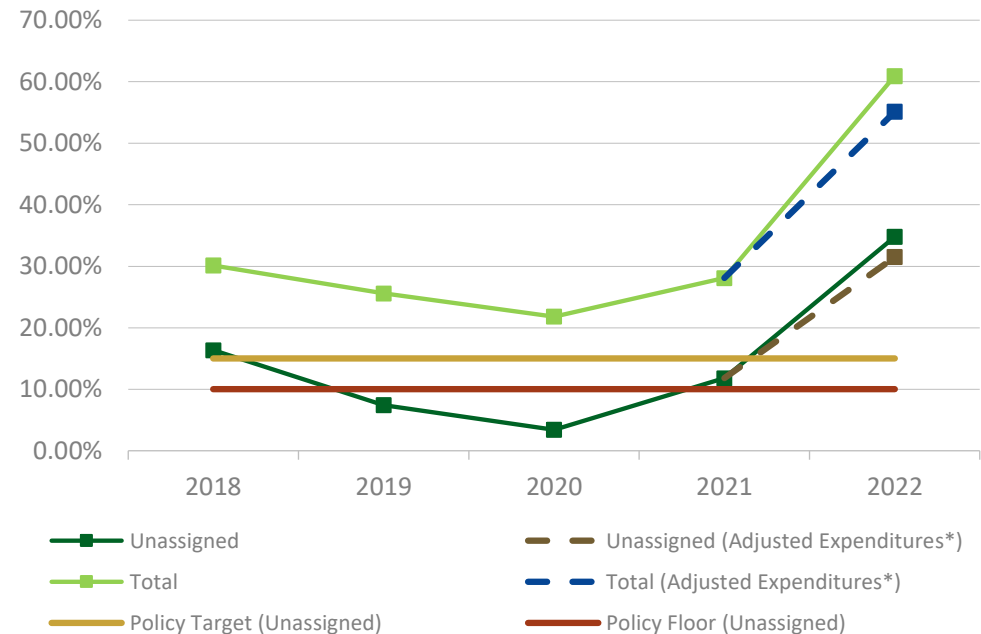
# Current General Fund Balance Policy (Unassigned)



## General Fund Balance Policy

- The City of Goldsboro will strive to maintain the unassigned fund balance in the General Fund at a level sufficient to meet its objectives.
  - The City will target an unassigned fund balance at the close of each fiscal year equal to at least **15%** of General Fund operating expenditures and transfers out; at no time shall the unassigned fund balance fall below **10%** of General Fund operating expenditures and transfers out without Council approval.
- The City Council may, from time-to-time, appropriate fund balances that will reduce unassigned fund balances below the 10% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the City of Goldsboro.
  - In such circumstances, the Council will adopt a plan to restore the unassigned fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the City, then the Council will establish a different but appropriate time period.

## General Fund Balance as a % of Expenditures and Transfers Out

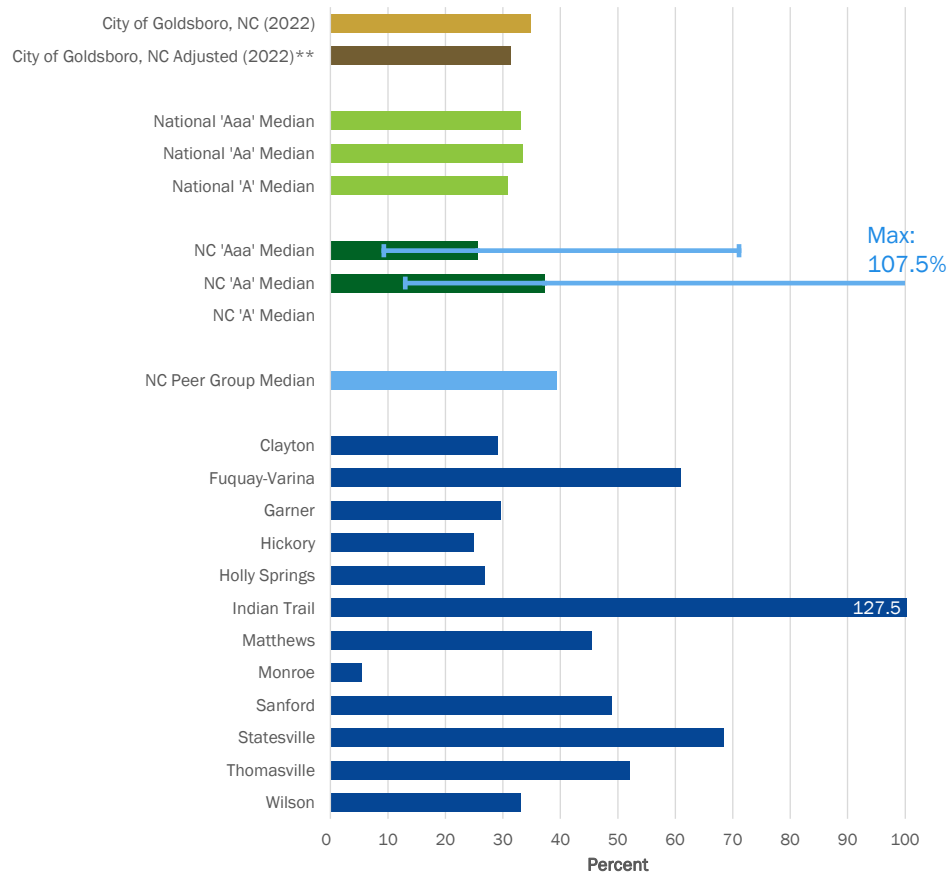




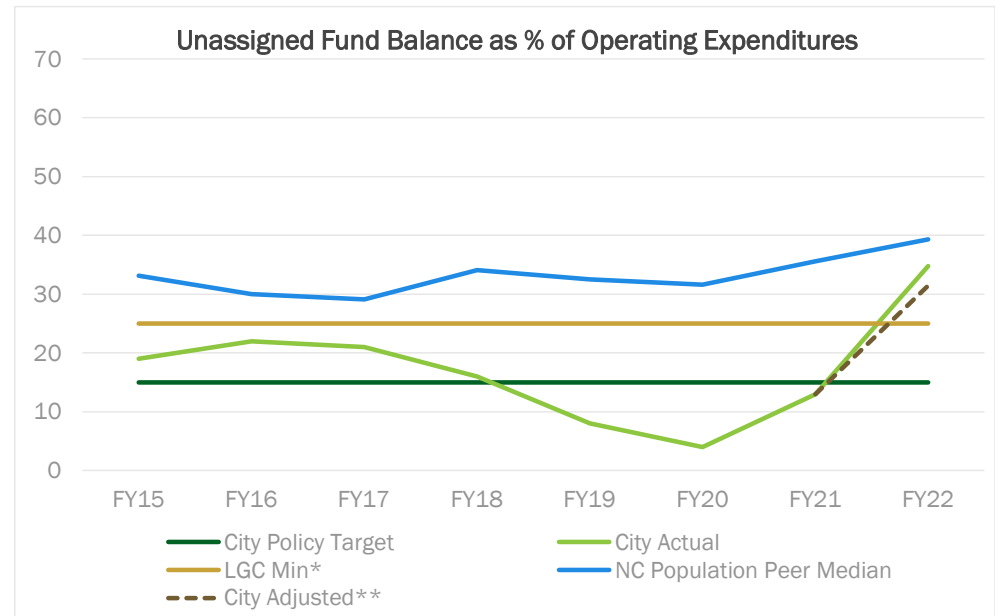
# Current General Fund Balance Policy (Unassigned)



## Peer Comparison (Unassigned FB as a % of Budget)



## North Carolina 'Aa' City Population Peer Group Trends



- The NC Population peer group includes all 'Aa' Rated Cities/Towns in North Carolina with populations ranging between 25,000 and 50,000.
- The City's Unassigned Fund Balance as a % of Budget compares favorably to the NC 'Aaa' Median and is in line with the NC Peer Group Median and NC 'Aa' Median.
- Moving forward, the City may consider revisiting their Fund Balance policies (minimums and/or targets) to be consistent with other similarly rates / sized Cities.
  - The City may consider revisiting these policies in conjunction with a larger plan to address capital / other City needs in the future.

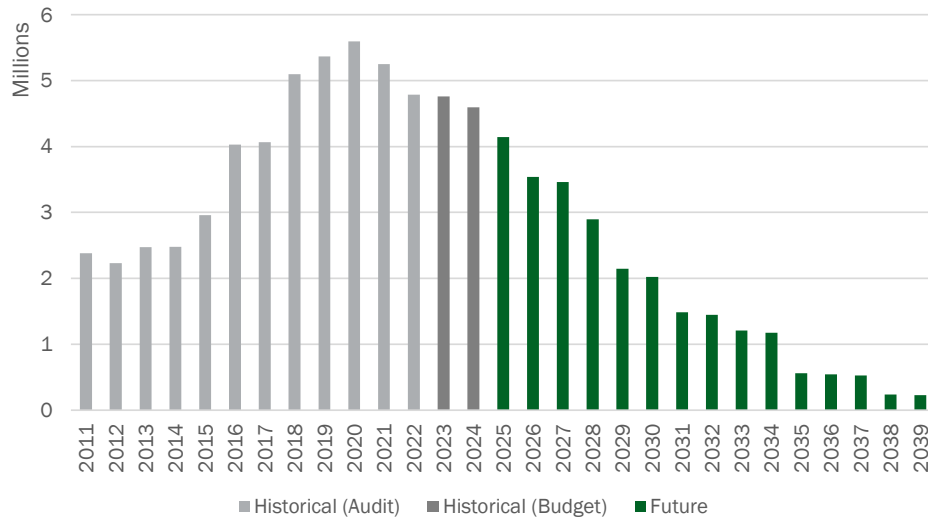


# Existing Tax Supported Debt Profile

# Existing Tax Supported Debt



## Tax Supported Debt Service



## Par Outstanding – Estimated as of 6/30/2023

Type	Par Amount
General Obligation Bonds	\$8,748,301
IPCs / LOBs / Other	\$17,251,274
<b>Total</b>	<b>\$25,999,575</b>

Note: Includes the following loans issued after 6/30/2022:

- 2022 Vehicle IFA (Truist)

## Tax Supported Debt Service

FY	Principal	Interest	Total	10-yr Payout
Total	25,999,575	4,216,832	30,216,406	
2024	3,825,901	770,093	4,595,994	88.3%
2025	3,468,192	673,861	4,142,053	91.2%
2026	2,961,702	577,964	3,539,665	92.2%
2027	2,975,780	487,977	3,463,757	94.0%
2028	2,498,000	397,443	2,895,443	96.5%
2029	1,833,000	314,619	2,147,619	97.8%
2030	1,766,000	256,057	2,022,057	100.0%
2031	1,281,000	204,291	1,485,291	100.0%
2032	1,280,000	166,639	1,446,639	100.0%
2033	1,080,000	129,019	1,209,019	100.0%
2034	1,080,000	94,400	1,174,400	100.0%
2035	500,000	59,297	559,297	100.0%
2036	500,000	43,328	543,328	100.0%
2037	500,000	27,219	527,219	100.0%
2038	225,000	10,969	235,969	100.0%
2039	225,000	3,656	228,656	100.0%

- The City's Tax Supported Debt consists of obligations paid for from the General Fund and from Occupancy Tax.

# Key Debt Ratio: Tax Supported Payout Ratio

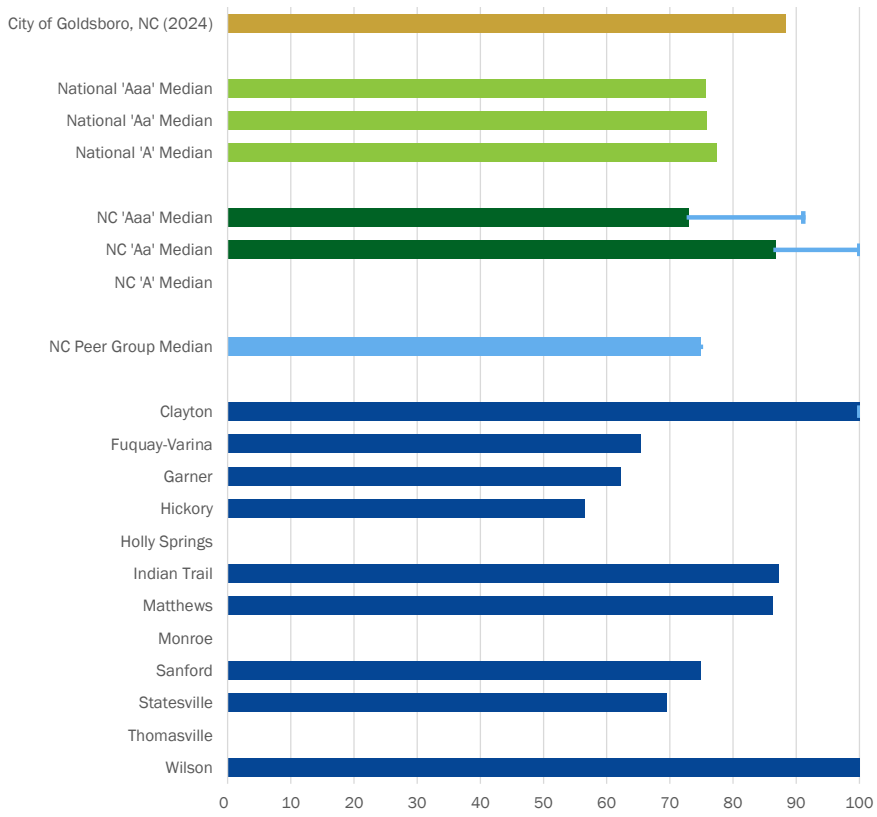


## 10-Year Payout Ratio



- Existing 10-year Payout Ratio
  - FY 2024: 88.3%
- The 10-Year Payout Ratio measures the amount of principal to be retired in the next 10 years.
- This ratio is an important metric that indicates whether or not a locality is back-loading its debt.
- The City has a Policy establishing a minimum 10 Year Payout Ratio of 55%.

## 10-year Payout Ratio Peer Comparative



Percent

Gold – Reflects City of Goldsboro Value  
Light Green – Reflects National (Aaa, Aa, A) Median Values  
Dark Green – Reflects NC (Aaa, Aa, A) Median Values  
Dark Blue – Reflects NC Peer Group Values  
Blue Line – Reflects Min/Max Values

- Rating Considerations:
  - S&P: A payout ratio greater than 65% results in a one point positive qualitative adjustment to the Debt & Contingent Liabilities section of S&P's General Obligation rating methodology.

# Key Debt Ratio: Debt to Assessed Value



## Debt to Assessed Value



### Existing Debt to Assessed Value

— FY 2024: 1.00%

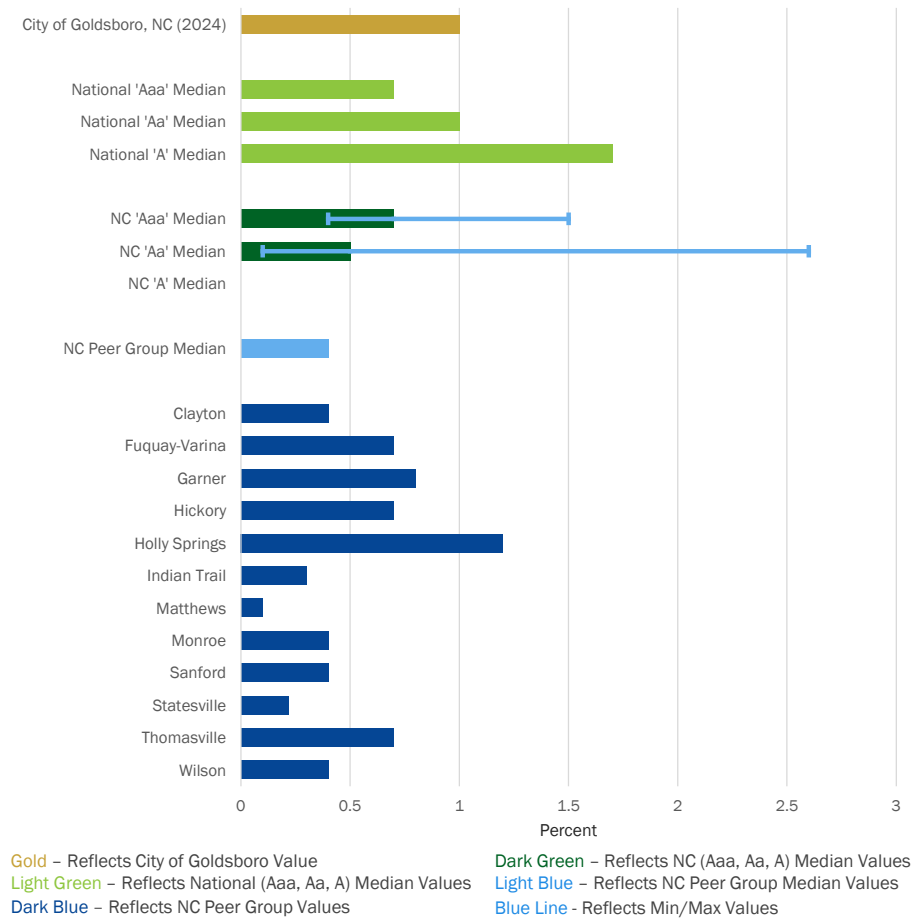
### Assumed Future Growth Rates

— 2024 Budgeted Assessed Value: \$2,605,029,043

— 2025 & Beyond: 1.00%

- The City has a Policy establishing a maximum Debt to Assessed Value of 2.50%.

## Debt to Assessed Value Peer Comparative



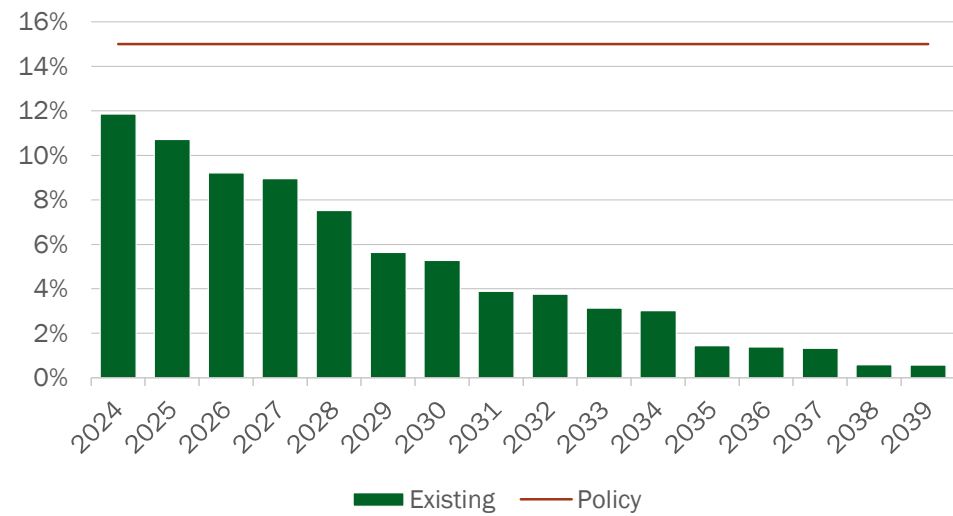
### Rating Considerations:

- S&P: A positive qualitative adjustment is made to the Debt and Contingent Liabilities score for a debt to market value ratio below 3.00%, while a negative adjustment is made for a ratio above 10.00%.



# Key Debt Ratio: Debt Service vs. Expenditures

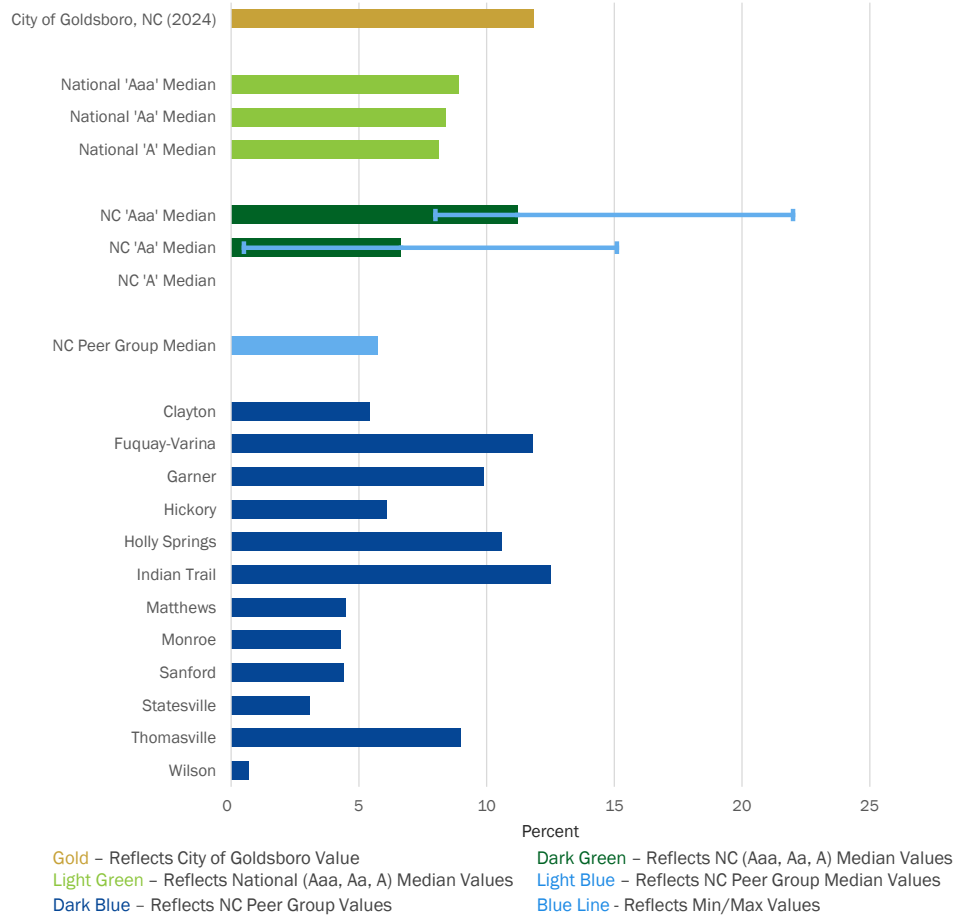
## Debt Service vs. Governmental Expenditures



- Existing Debt Service vs. Expenditures
  - FY 2024: 11.85%
- Assumed Future Growth Rates
  - 2022 Adjusted Expenditures: \$33,503,242
  - 2023 & Beyond: 1.00%
- The City has a Policy establishing a maximum Debt Service to Expenditures of 15%.

Note: Governmental Expenditures represent the ongoing operating expenditures of the City. In this analysis, debt service and capital outlay expenditures are excluded.

## Debt Service vs. Expenditures Peer Comparative



- Rating Considerations:
  - At 11.85%, the City falls into S&P's **strong** category, which ranges from 8% to 15%.



# Existing Water & Sewer Supported Debt Profile

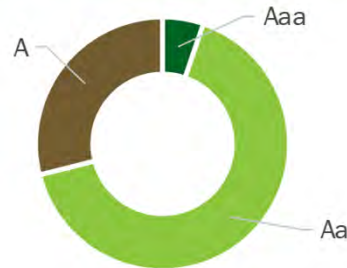


# Peer Group – Rated Water & Sewer Systems

- The City does not currently have any rated Utility Debt outstanding.
- The following pages contain peer comparatives based on the below Moody's rating categories:

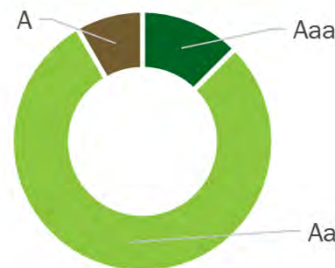
## National Moody's Rated Combined Water & Sewer Systems

	Number of Credits	Percentage of Credits
Aaa	15	5.2%
Aa	189	65.9%
A	83	28.9%
<b>Total</b>	<b>287</b>	<b>100.0%</b>



## North Carolina Moody's Rated Combined Water & Sewer Systems

	Number of Credits	Percentage of Credits
Aaa	3	12.5%
Aa	19	79.2%
A	2	8.3%
<b>Total</b>	<b>24</b>	<b>100.0%</b>



North Carolina Rated Water & Sewer Systems*					
A	B	C	D	E	F
Entity	Population	Electricity	Credit Rating		
			Moody's	S&P	Fitch
1 Cary	180,388	No	Aaa	AAA	AAA
2 Charlotte	897,720	No	Aaa	AAA	AAA
3 Clayton	29,445	Yes	Aa3	AA-	NR
4 Raleigh	476,587	No	Aaa	AAA	AAA
5 CFPWA	122,891	No	Aa1	AA+	NR
6 Durham	291,928	No	Aa1	AAA	AA+
7 Greensboro	301,115	No	Aa1	AAA	AAA
8 Greenville Utilities Comm.	89,233	Yes	Aa1	NR	AA-
9 Orange W&S Authority	150,477	n/a	Aa1	AAA	AA+
10 Winston-Salem	251,350	No	Aa1	AAA	NR
11 Brunswick County	153,064	n/a	Aa2	AA	NR
12 Concord	109,896	Yes	Aa1	AA-	AA+
13 Fuquay-Varina	40,810	No	Aa2	AA	NR
14 Gastonia	82,653	Yes	Aa2	AA	AA+
15 Harnett County	138,832	n/a	Aa2	NR	NR
16 High Point	115,067	Yes	Aa2	AAA	AA+
17 Johnston County	234,778	n/a	Aa2	AA+	NR
18 Mooresville	52,656	No	Aa2	AA+	NR
19 Union County	249,070	n/a	Aa2	AA+	AA
20 Hillsborough	234,778	No	NR	AA	NR
21 Lincoln County	93,095	n/a	NR	AA	NR
22 Carolina Beach	6,772	No	Aa3	NR	NR
23 Jacksonville	70,420	No	Aa3	NR	NR
24 Onslow W&S Authority	207,298	n/a	Aa3	AA-	NR
25 Sanford	31,224	No	Aa3	NR	AA-
26 Salisbury	35,808	No	NR	AA-	AA-
27 Oak Island	9,322	No	A1	A+	NR

\*Note: Some issuers without a Moody's rating may not be shown in the chart above.

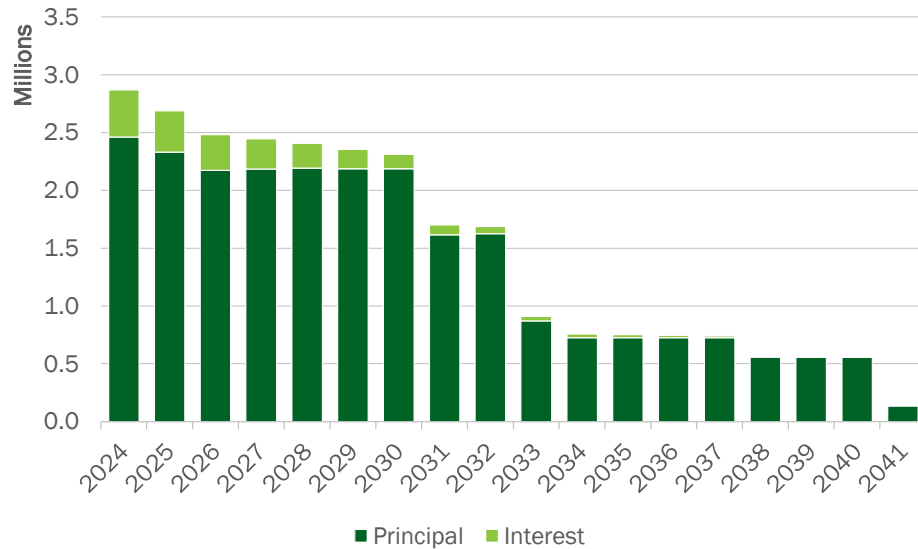
Represents NC 'Aa' Rated Utilities with populations ranging from 20,000 - 85,000. The City of Goldsboro's current population is 33,215.



# Existing Water & Sewer Supported Debt



## Water & Sewer Supported Debt Service



## Par Outstanding – Estimated as of 6/30/2023

Type	Par Amount
General Obligation Bonds	\$4,552,699
IPCs / COPs / LOBs	\$3,533,386
Revolving Loans <sup>1</sup>	\$16,440,665
<b>Total</b>	<b>\$24,526,749</b>
Revolving Loans Awarded but not yet Drawn <sup>2</sup>	\$3,610,000
<b>Grand Total</b>	<b>\$28,136,749</b>

<sup>1</sup> Includes Revolving Loans for Plate Settlers, Phase IV Sewer Rehab and Gravity Sewer Rehab, but does not include Revolving Loans that have been awarded, but not yet drawn.

<sup>2</sup> Includes Revolving Loan for New Hope Water Lines and Booster Pump.

## Water & Sewer Supported Debt Service

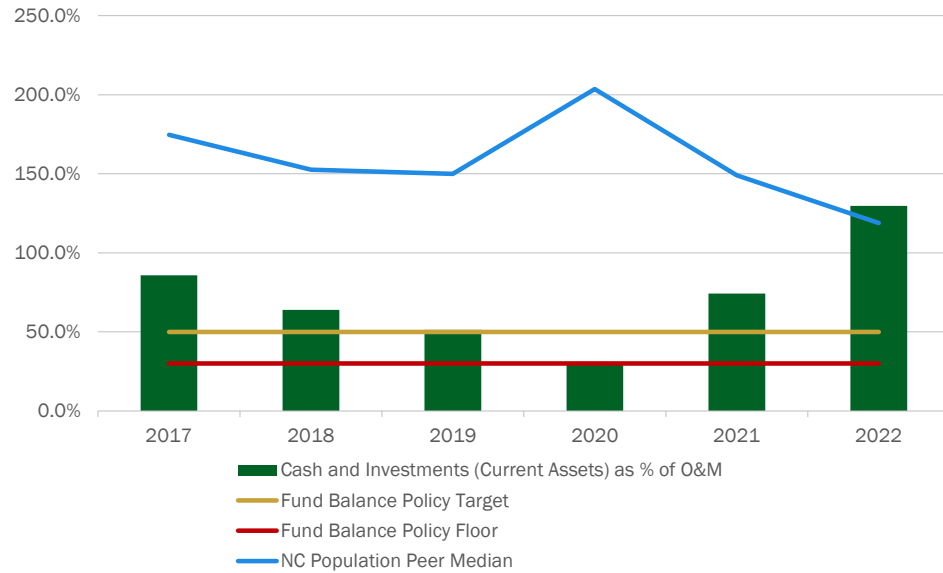
FY	Principal	Interest	Total
Total	24,526,749	2,151,509	26,678,258
2024	2,460,269	409,624	2,869,893
2025	2,331,676	357,268	2,688,944
2026	2,174,430	308,345	2,482,775
2027	2,183,430	261,562	2,444,992
2028	2,192,430	214,566	2,406,996
2029	2,186,430	167,358	2,353,788
2030	2,185,430	126,438	2,311,868
2031	1,614,430	85,604	1,700,034
2032	1,624,430	61,959	1,686,389
2033	871,463	38,077	909,540
2034	724,370	32,442	756,811
2035	724,370	26,806	751,176
2036	724,370	21,171	745,541
2037	724,370	15,536	739,906
2038	556,284	9,901	566,185
2039	556,284	7,426	563,710
2040	556,284	4,950	561,235
2041	136,000	2,475	138,476

# Liquidity Policy

## Water & Sewer Fund

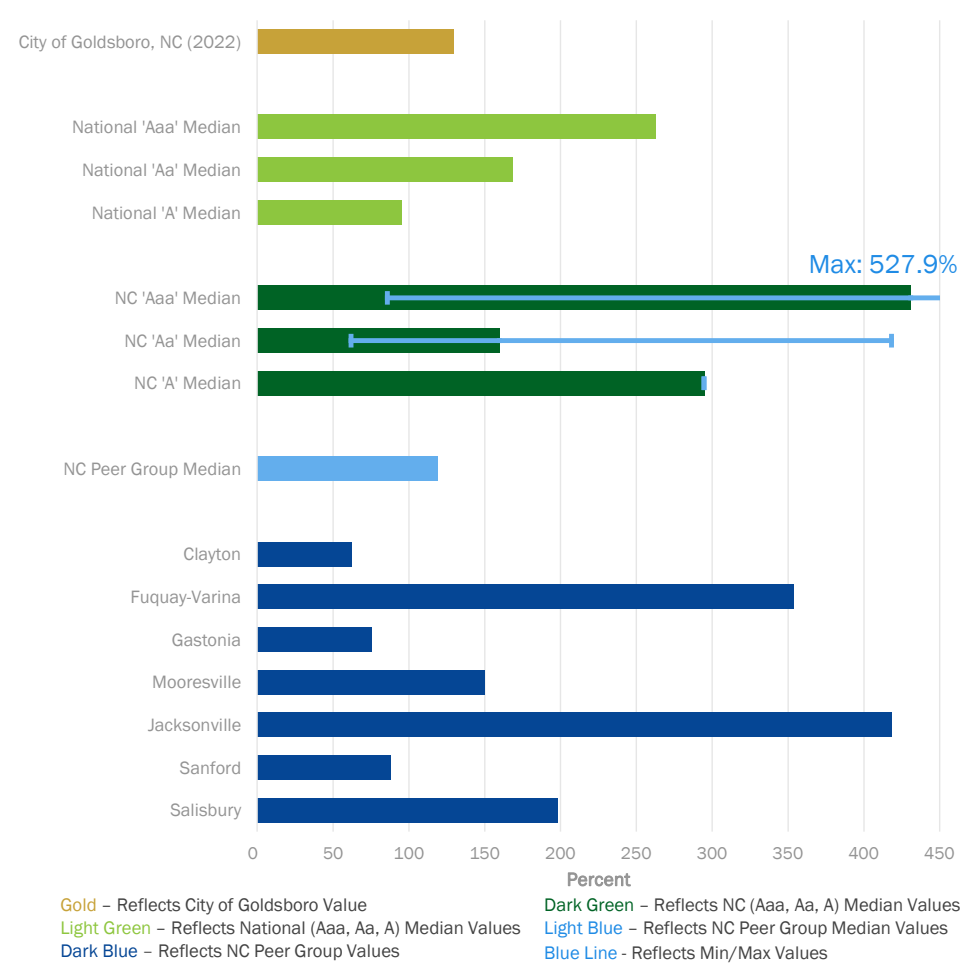


### Liquidity (Cash and Investments (Current Assets)) as % of O&M



- The City's liquidity policy states that the City will strive to maintain Utility Fund cash and investments at the close of each fiscal year equal to at least 50% of the Utility Fund operating expenditures; at no time shall cash and investments fall below 30% of Utility Fund operating expenditures without Council approval.
- The City Council may, from time-to-time, appropriate Utility Fund cash and investments below the 30% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the City of Goldsboro.
  - In such circumstances, the Council will adopt a plan to restore cash and investments to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the City, then the Council will establish a different but appropriate time period.

### Peer Comparative: Unrestricted Cash as a % of O&M

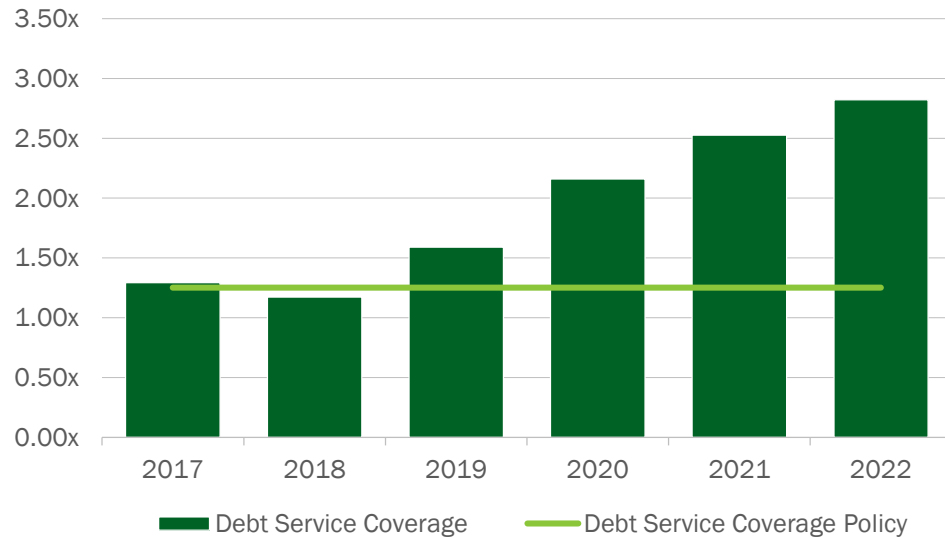




# Debt Service Coverage Ratio

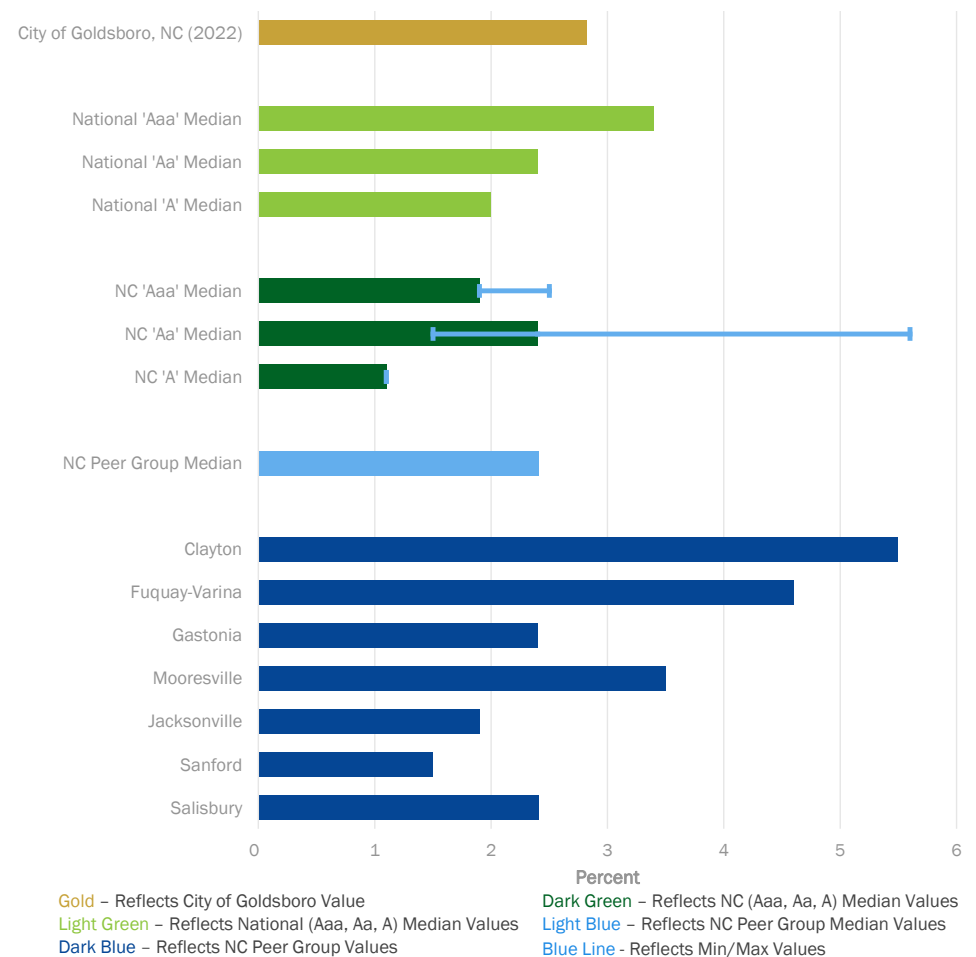
## Water & Sewer Fund

### Debt Service Coverage Ratio ("DSCR")



- The City's Debt Service Coverage Policy states that the City will strive to maintain a Debt Service Coverage Ratio in the Water and Sewer Fund at a minimum of 1.25x.
- $DSCR = \text{Net Revenue Available for Debt service} \div \text{Annual Debt Service}$ .
- Standard and Poor's criteria for Water and Sewer Credit defines categories of Debt Service Coverage Ratio as:
  - <1.0x: Insufficient
  - 1.0x – 1.25x: Adequate
  - 1.26x – 1.50x: Good
  - >1.50x: Strong

### Peer Comparative: Total DSCR





# Appendix A

## City's Financial Policies



**Subject:** Fiscal Policy Guidelines

**Department:** City Manager's Office

**Policy #:**  
CMOP-004

**Adopted:**  
08/21/2023

**Effective:**  
08/21/2023

**Supersedes:**  
02/15/2012

**Resolution #:**  
NA

**Approved by:**  
City Council

## **FISCAL POLICY GUIDELINES - OBJECTIVES**

This fiscal policy is a statement of the guidelines and goals that will influence and guide the financial management practice of the City of Goldsboro, North Carolina. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. Effective fiscal policy:

- Contributes significantly to the City's ability to insulate itself from fiscal crisis,
- Enhances short term and long-term financial credit ability by helping to achieve the highest credit and bond ratings possible,
- Promotes long-term financial stability by establishing clear and consistent guidelines,
- Directs attention to the total financial picture of the City rather than single issue areas,
- Promotes the view of linking long-run financial planning with day-to-day operations, and
- Provides the City Council, citizens, and the City's professional management a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

To these ends, the following fiscal policy statements are presented.

## **CAPITAL IMPROVEMENT BUDGET POLICIES**

The City will prioritize all capital improvements in accordance with an adopted capital improvement plan (CIP).

1. The City will develop a 10-year plan for capital improvements and review and update the plan annually. Additional projects can be added to the CIP at any time, but funding for projects added in this manner are subject to normal operating budget constraints.
2. The City will coordinate development of the CIP with development of the operating budget.
3. The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
4. The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
5. The City will attempt to determine the least costly and most flexible financing method for all new projects.

## **DEBT POLICIES**

### **General**

1. The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues except where approved justification is provided.



**Subject:** Fiscal Policy Guidelines

**Department:** City Manager's Office

**Policy #:**

CMOP-004

**Adopted:**

08/21/2023

**Effective:**

08/21/2023

**Supersedes:**

02/15/2012

**Resolution #:**

NA

**Approved by:**

City Council

2. The City will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.
3. When the City finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be calculated annually and included in the review of financial trends.
4. Where feasible, the City will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
5. The City will retire tax anticipation debt, if any, annually and will retire bond anticipation debt within six months after completion of the project.

#### **Tax Supported Debt**

6. Direct net debt as a percentage of the total assessed value of taxable property should not exceed 2.5%. Direct net debt is defined as City-issued debt that is tax supported.
7. The ratio of direct net debt service expenditures as a percent of total governmental fund expenditures should not exceed 15% with an aggregate ten-year principal payout ratio target of 55% or better.
8. The City recognizes the importance of underlying and overlapping debt in analyzing financial condition. The City will regularly analyze total indebtedness including underlying and overlapping debt.
9. The City will target a minimum amount of equity funding of 10% of the CIP on a five-year rolling average.

#### **Self-Supported Debt**

10. The City will target a minimum amount of equity funding in the Water and Sewer Fund of 15% of the capital improvement plan on a five-year rolling average.
11. The City will strive to maintain a Debt Service Coverage Ratio in the Water and Sewer Fund at a minimum of 1.25x.

#### **RESERVE POLICIES**

The City of Goldsboro will strive to maintain the unassigned fund balance in the General Fund at a level sufficient to meet its objectives. The City will target an unassigned fund balance at the close of each fiscal year equal to at least 15% of General Fund operating expenditures and transfers out; at no time shall the unassigned fund balance fall below 10% of General Fund operating expenditures and transfers out without Council approval.

1. The City Council may, from time-to-time, appropriate fund balances that will reduce unassigned fund balances below the 10% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the City of Goldsboro. In such circumstances, the Council will adopt a plan to restore the unassigned fund balances to the policy level within 36 months from the date of the appropriation. If restoration



**Subject:** Fiscal Policy Guidelines

**Department:** City Manager's Office

**Policy #:**

CMOP-004

**Adopted:**

08/21/2023

**Effective:**

08/21/2023

**Supersedes:**

02/15/2012

**Resolution #:**

NA

**Approved by:**

City Council

cannot be accomplished within such time period without severe hardship to the City, then the Council will establish a different but appropriate time period.

2. The City has adopted a comprehensive strategy for the long-term stability and financial health of the Utility Fund. The City of Goldsboro will strive to maintain Utility Fund cash and investments at the close of each fiscal year equal to at least 50% of the Utility Fund operating expenditures; at no time shall cash and investments fall below 30% of Utility Fund operating expenditures without Council approval.
3. The City Council may, from time-to-time, appropriate Utility Fund cash and investments below the 30% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the City of Goldsboro. In such circumstances, the Council will adopt a plan to restore cash and investments to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the City, then the Council will establish a different but appropriate time period.

**BOND RATING POLICY.** The City will maintain a very strong/high bond rating to be considered a "low-risk" borrower when obtaining funding for projects. The City will target the Standard and Poor's AA+/Moody's Aa1 rating; at no time shall the rating drop below AA/Aa2 without Council notification. In such circumstances, the Council will adopt a plan to restore the bond rating to the policy level within 36 months from the date of the lower or lost bond rating. If restoration cannot be accomplished within such time period without severe hardship to the City, then Council will establish a different but appropriate time period.


#### **BUDGET DEVELOPMENT POLICIES**

1. The City will develop its annual budgets in such a manner so as to incorporate historic trend analysis for revenues and expenditures with an adjustment for current financial trends and developments as appropriate.
2. Utility rates will be established at the appropriate level to enable the related funds to be self-supporting.
3. One-time or other special revenues will not be used to finance continuing City operations but instead will be used for funding special projects.
4. The City will pursue an aggressive policy seeking the collection of delinquent utility, license, permit and other fees due to the City.
5. The City Council will receive a financial report at the end of each quarter showing year-to-date revenues and expenditures.
6. Budget amendments will be brought to City Council for consideration as needed.

**Subject:** Fiscal Policy Guidelines**Department:** City Manager's Office**Policy #:**  
CMOP-004**Adopted:**  
08/21/2023**Effective:**  
08/21/2023**Supersedes:**  
02/15/2012**Resolution #:**  
NA**Approved by:**  
City Council**CASH MANAGEMENT AND INVESTMENT POLICIES**

1. It is the intent of the City that public funds will be invested to the extent possible to reduce the need for property tax revenues. Funds will be invested with the chief objectives of safety of principal, liquidity, and yield, in that order. All deposits and investments of City funds will be in accordance with N.C.G.S. 159.
2. The City will use a Central Depository to maximize the availability and mobility of cash for all funds that can be legally and practically combined.
3. Liquidity: No less than 20% of funds available for investment will be maintained in liquid investments at any point in time.
4. Maturity: All investments will mature in no more than thirty-six (36) months from their purchase date.
5. Custody: All investments will be purchased "payment-versus-delivery" and if certificated will be held by the Finance Officer in the name of the City. All non-certificated investment will be held in book-entry form in the name of the City with the City's third-party Custodian (Safekeeping Agent).
6. Authorized Investments: The City may deposit City Funds into: Any Board approved Official Depository if such funds are secured in accordance with NCGS-159 (31). The City may invest City Funds in the North Carolina Capital Management Trust, US Treasury Securities, US Agency Securities specifically authorized in GS-159 and rated no lower than "AAA", and Commercial Paper meeting the requirements of NCGS-159 plus having a national bond rating.
7. Diversification: No more than 5% of the City's investment funds may be invested in a specific company's commercial paper and no more than 20% of the City's investment funds may be invested in commercial paper. No more than 25% of the City's investments may be invested in any one US Agency's Securities.
8. Allocation: Investment income will be allocated to each participating fund or account based on a fair and equitable formula determined by the Finance Director.
9. Reporting: The City Council will receive an investment report at the end of each quarter showing current investment holdings.

Adopted this 21<sup>st</sup> day of August, 2023.

  
David Ham, Mayor



# Municipal Advisor Disclosure

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The enclosed information relates to an existing or potential municipal advisor engagement.

The U.S. Securities and Exchange Commission (the "SEC") has clarified that a broker, dealer or municipal securities dealer engaging in municipal advisory activities outside the scope of underwriting a particular issuance of municipal securities should be subject to municipal advisor registration. Davenport & Company LLC ("Davenport") has registered as a municipal advisor with the SEC. As a registered municipal advisor Davenport may provide advice to a municipal entity or obligated person. An obligated person is an entity other than a municipal entity, such as a not for profit corporation, that has commenced an application or negotiation with an entity to issue municipal securities on its behalf and for which it will provide support. If and when an issuer engages Davenport to provide financial advisory or consultant services with respect to the issuance of municipal securities, Davenport is obligated to evidence such a financial advisory relationship with a written agreement.

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

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MINUTES OF THE MEETING OF THE GOLDSBORO CITY COUNCIL  
DECEMBER 4, 2023

**WORK SESSION**

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in Council Chambers, City Hall, 214 North Center Street, at 5:00 p.m. on December 4, 2023.

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

**Roll Call.**

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

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

**Adoption of the Agenda.** Councilwoman Jones made a motion to adopt the agenda. The motion was seconded by Councilman Broadaway and unanimously carried.

**New Business.**

**Boards and Commission Vacancies.** City Clerk Laura Getz shared Council has been given information in their folders regarding vacancies on boards and commissions. Ms. Getz will add the boards and commissions discussion to the next meeting’s agenda for council discussion and recommendations and will bring a resolution appointing citizens to boards and commissions to the first January meeting. Ms. Getz asked incoming Councilmembers to send her an email resigning from their current positions on boards and commissions.

Mayor Pro Tem Matthews asked if it was possible to add a staff position to a certain board. Council discussed the request with City Attorney Lawrence.

**Consent Agenda Review.** Items E - F on the consent agenda were reviewed.

**Closed Session.**

Mayor Pro Tem Matthews made a motion to go into Closed Session to discuss Personnel. The motion was seconded by Councilman Gaylor and unanimously carried.

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

Mayor Ham recessed the meeting at 5:13 p.m.

**CITY COUNCIL MEETING**

The City Council of the City of Goldsboro, North Carolina, met in Regular Session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on December 4, 2023.

Mayor Ham called the meeting to order at 7:00 p.m.

**Roll Call.**

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

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

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

**Approval of Minutes.** Councilman Batts made a motion to approve the Minutes of the Work Session and Regular Meeting of November 20, 2023. The motion was seconded by Councilwoman Jones and unanimously carried.

**Presentations.**

**Evergreen Garden Club Recognition.** Mayor Ham presented a certificate of appreciation to the Evergreen Garden Club and read the comments below.

*The Evergreen Garden Club was established in 1958 as one of the first garden clubs in North Carolina. Currently there are 20 members, and they became a beautification partner of downtown Goldsboro in 2012. They began by planting and maintaining a flower bed at the Ash and Center Street round-a-bout. In 2020 they moved to planting and maintaining 4 flower beds in the median in front of Bicycle World. They work downtown at least once a month, and have even donated plants from their own yards to help make downtown more beautiful for all to enjoy.*

**Public Hearings.**

**Z-17-23 Belfast Road Operations Center / Duke Energy Progress conditional rezoning from Residential 16 (R-16), General Business (GB) and General Industrial (I-2) to General Industry (I-2) Conditional Zoning District – North side of Belfast Road, adjacent to, and east of, Interstate Highway 795. Public Hearing Held and Ordinance Adopted.** The item was presented by Kenny Talton, Planning Director.

ADDRESS: 236 Belfast Road

PARCEL #: 3601-13-7345, 3601-23-1254, 3601-24-3100 and 3601-22-2553

PROPERTY OWNER: Christopher R. Cox, Webarea Inc, W.E. Bud Andrews, Andrews Farms of Wayne County Co, Inc.

APPLICANT: Duke Energy Progress, LLC

The applicant is requesting a conditional rezoning from the Residential 16 (R-16), General business (GB) and General Industrial (I-2) to General Industry (I-2) Conditional Zoning District. The purpose of the I-2 zoning district is to accommodate the widest range of manufacturing, wholesale and distribution uses, provided the use does not create smoke, dust, noise, vibration or fumes beyond the lot line. The district also prohibits those uses that would interfere with the future development of industrial establishments. There is no minimum lot size.

Access: Belfast Road

Area: 27.7 acres (Approximately 27.7 acres, not surveyed)

**SURROUNDING ZONING:**

North: Residential (R-16)

South: Residential (R-16) and (I-2)

East: Residential (R-16) and (I-2)

West: Residential (R-16)

Existing Use: The property is currently being used for agricultural-related purposes.

The City's Land Use Plan locates these parcels within the Industrial and Mixed-Use II land-use designations. The General Industry I-2 zoning district is identified as a corresponding district for the Industrial land use designation. The I-2 zoning district is not identified as a corresponding district in the Mixed-Use II land use designation.

This is a conditional rezoning that proposes to rezone four parcels totaling approximately 27.7 acres from the Residential 16 (R-16), General Business (GB) and General Industrial (I-2) to General Industry (I-2) Conditional Zoning District. The subject property is currently vacant farmland. The adjacent uses are predominantly industrial, agricultural and residential in nature. These parcels have access from Belfast Road and are adjacent to Interstate Highway 795.

If rezoned to the General Industry-I-2 Conditional Zoning District, the applicant is proposing to limit the uses of the property to office space, warehouse space, a covered garage area and an outdoor storage laydown yard. The applicant is requesting the following permitting uses within the I-2 zoning district be prohibited within the requested I-2 Conditional Zoning District: borrow pits, sand and gravel operations, chemical products, manufacturing and processing, dairy products processing and packaging, meat products processing and packaging, petrochemical manufacturing and processing, asphalt paving plants, asphalt roofing plants, and refineries, and wood products manufacturing to include lumber mills, wood composite panels, etc.

TRC REVIEW: Staff has distributed this proposed conditional rezoning to NCDOT. There are no comments currently. If the rezoning is approved, formal comments will be generated once a site-specific plan is submitted for development.

The proposed General Industry (I-2) Conditional Zoning District is consistent with the City's Comprehensive Land Use Plan due to the fact that the proposed site is located in an area with access to a major highway transportation network and the use would be compatible with new and existing zoning and land-use patterns in proximity to the site. The proposed use would provide a centralized location from which to deploy personnel, equipment, and resources necessary to conduct and coordinate repairs, minimizing travel times and help to ensure quick, efficient, and reliable service during regular service hours or in times of emergency. Staff is recommending approval of the conditional rezoning request based on the reasons stated above

The City of Goldsboro Planning Commission met on November 27, 2023, to review and make a recommendation regarding the conditional rezoning request. Planning Commission voted 4 in favor 0 against.

Mayor Ham opened the Public Hearing and the following people spoke:

- # Belfast Road Operations Center – Conditional Zoning Request

Goldsboro City Council  
Z-17-2023  
DECEMBER 4, 2023



## Rezoning Approval Criteria

  - 1) The proposed rezoning corrects an error or meets the challenge of some changing condition, trend or fact.
  - 2) The proposed rezoning is compatible with the City of Goldsboro Comprehensive Plan and accompanying Land Use Plan Map.
  - 3) The proposed rezoning and the range of uses permitted in the requested zoning district are compatible with the surrounding zoning patterns and land uses.
  - 4) The City or other service providers will be able to provide sufficient public safety service, meet transportation and utility demands to the subject property, while maintaining sufficient levels of service to existing developments.
  - 5) The proposed rezoning will not impair or injure the health, safety and general welfare of the public.

### Project Description

  - Operations Center** base of operations for distribution maintenance crews that repair the electric grid and restore power in emergencies.
  - Laydown Yard** central storage area for non-energized materials, such as poles, trucks, and contractor equipment.
  - Storm Staging Area** temporary location during and after storms to store additional equipment and provide fuel, meals, etc.

### Project Need

  - The current operations center is located off Arlington Bridge Road and is within a 100-year flood zone.
  - Relocating the Operations Center supports a stable energy system and facilitates quick repairs to bring the energy grid back online in the event of unforeseen power outages, as well as to prevent power outages during periods of required scheduled maintenance.

### Location & Aerial Map



### Current Zoning v. Proposed Zoning

  - Current Zoning** GB, R-16, & I-2
  - Proposed Zoning** I-2 Conditional Zoning
  - Proposed Conditions** Prohibits the following uses: (1) Borrow pits, sand and gravel operations; (2) Chemical products manufacturing & processing; (3) Dairy products processing and packaging; (4) Meat products processing and packaging; (5) Petrochemicals manufacturing and processing, including asphalt paving plants, asphalt roofing plants, refineries etc.; and (6) Wood products manufacturing, including lumber mills, wood composite panels etc.

### Concept Plan

SITE DATA SUMMARY TABLE	
Address:	Unassigned (Belfast Rd)
File No:	360112745, 360121254, 3601043100, and 360122253
Site Acreage:	~ 27.82 acres
Current Zoning:	GB, R-16, I-2
Proposed Zoning:	I-2 (Conditional)
Proposed Use:	Duke Energy Operations Center & Laydown Yard
# of Employees:	~ 50 (total)
Parking:	Unreserved: 50 spaces Reserved: Additional 30-50 spaces
hrs of Operation:	8am - 6pm (except during period of emergency)
Facility Size:	Operations: ~1,000 SF Warehouse: ~1,000 SF
Floodplain:	N/A









Consistency with the Future Land Use Map



Consistency with the Comprehensive Plan & Approval Criteria



- The proposed use enhances and expands the electrical infrastructure, which is paramount to support the anticipated growth in the region, and does not impair or injure the health, safety and general welfare of the public.
- The proposed use is compatible with and supports the surrounding zoning patterns and land use, as a stable power grid supports economic development, safety, and quality of life, as all forms of land use (residential, commercial, civic, recreational, industrial, etc.) rely on electrical power to support their daily needs.
- Adequate transportation and utilities are available for the proposed use. The site's proximity to I-795 and BYP-70 provides a centralized location from which to distribute personnel or needed equipment to conduct and coordinate repairs, minimizing travel times for maintenance crews and helping to ensure quick, efficient, and reliable service.

## Questions?

Amy Crout, Smith Anderson  
 Kevin Lee, Duke Energy  
 Zach Huett, Duke Energy  
 David Bergmark, McAdams



ALL DAY. EVERY DAY. POWER. FUTURE.

2. Chris Cox, property owner, spoke in favor of the rezoning.

No one else spoke.

Councilman Broadway made a motion to adopt the recommendation for approval and consistency statement that the Planning Commission has provided and vote to adopt the Approval Ordinance with the inclusion of the consistency statement. The motion was seconded by Councilwoman Jones and unanimously carried.

*ORDINANCE NO. 2023-70 “AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF GOLDSBORO, NORTH CAROLINA”*

**Z-18-23 Borden Mills Lofts Residential (R-6) and General Industrial (I-2) to Residential (R-6) Conditional Zoning District – Northeast and Northwest side of the intersection of Royal Avenue and North William Street. *Public Hearing continued to January 8, 2024.***

Kenny Talton, Planning Director, read a statement from the applicant with their request to continue the public hearing. The applicant did not propose a date. Mr. Talton proposed the hearing be continued to January 8.

ADDRESS: 800 Block of Noth William Street  
 PARCEL #: 3509-19-1639, 3509-19-6339  
 PROPERTY OWNER: BAP Partners LLC.  
 APPLICANT: Adventure One, LLC.

The applicant is requesting a conditional rezoning from the Residential (R-6) and General Industry (I-2) zoning district to the Residential (R-6) Conditional Zoning District for the construction of a 141-unit multi-family housing complex utilizing portions of the Historic Borden Mills property.

Access: Greenleaf Street, North Williams Street and Royall Avenue.

Area: Approximately 12.9 acres

Utilities: The subject property has access to public water, sewer, and electric service available at or near the property.

**SURROUNDING ZONING:**

North: General Industrial (I-2) and General Business (GB)

South: General Industrial (I-2) and General Business (GB)

East: Residential (R-9) and General Business (GB)

West: General Industry (I-2) Residential (R-6) and Office Institutional (O&I-1)

Existing Use: The property is currently vacant.

Land Use Plan: The City’s Land Use Plan locates these parcels within the High-Density Residential and Industrial land use designations. The Residential (R-6) Zoning District is not a corresponding district for the Industrial land use designation. Despite this not being a corresponding zoning district, much of the surrounding area falls within the High-Density Residential land use designation. The availability of water and sewer also supports high-density development to occur on these parcels.

This is a conditional rezoning that proposes to rezone two parcels totaling approximately 12.9 acres from the Residential (R-6) and General Industry (I-2) Zoning District to Residential (R-6) Conditional Zoning District. The subject properties formerly known as Borden Mills contain structures identified as historic and listed on the National Register of Historic Places.

If rezoned to the Residential (R-6) Conditional Zoning District, the applicant is proposing to limit the use of the property to a multi-family complex consisting of approximately 141 housing units for historic adaptive re-use and renovation.

The Residential (R-6) Zoning District is established to accommodate both single and multifamily residential uses and to prohibit all activities of a commercial nature, except certain home occupations. The minimum lot size is six thousand square feet for a detached single-family dwelling. Multi-family dwellings shall have six thousand square feet of land area for the first unit with an additional two thousand square feet of land area required for each additional dwelling unit.

TRC REVIEW: Staff has distributed this proposed rezoning to NCDOT. There are no comments at this time. If the rezoning is approved, formal comments will be generated once a site-specific plan is submitted for development.

The proposed R-6 conditional zoning district is compatible with the City of Goldsboro Comprehensive Land Use Plan due to the fact that the proposed use promotes “in-fill” development or redevelopment of land that has been bypassed, remained vacant, and/or is underused as a result of the continuing urban development process. In addition, the site is readily accessible to water and sewer infrastructure provided by the City. The site is compatible with existing residential zoning and land-use patterns in proximity to the site which would support high-density development. Lastly, the proposed use would satisfy a growing need for housing for the City of Goldsboro. Staff is recommending approval of the conditional rezoning request based on the reasons stated above.

The City of Goldsboro Planning Commission met on November 27, 2023, to review and make a recommendation regarding the conditional rezoning request. Planning Commission voted 4 in favor 0 against.

Councilwoman Jones made a motion to continue the public hearing to January 8, 2024. The motion was seconded by Councilman Gaylor and unanimously carried.

**Public Comment Period.** Mayor Ham opened the public comment period. The following people spoke:

1. Don Halliday shared comments regarding the new council.
2. Clark Boydston shared concerns regarding road and sidewalk conditions.

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

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

The items on the Consent Agenda were as follows:

**Municipal Ordinance to Repeal Speed Limits and Request for Concurrence for a Section of Thoroughfare Road. *Ordinance Adopted.*** The item was presented by Jonathan Perry, Engineering Services Manager.

The N.C. Department of Transportation is seeking to update existing ordinances on Thoroughfare Road and has requested that the City adopt a concurring ordinance.

The Department of Transportation has investigated a 45-mph section of roadway located just inside the city limits of Goldsboro on Thoroughfare Road (SR 1712) from a point 1.16 mile north of SR 1713, northward to Central Heights Road (SR 1709). A municipal ordinance is required to repeal the existing 45 MPH speed limit. The City will need to adopt a concurring ordinance for the following section of roadway.

Due to this section being within the city limits:

Repeal 45 MPH Zone for: Thoroughfare Road (SR 1712) from a point 1.16 mile north of SR 1713, northward to Central Heights Road (SR 1709)

City of Goldsboro current ordinances do not include blanket speed limits for NCDOT maintained streets; therefore, the City must adopt an ordinance specific to NCDOT maintained streets within the existing city limits. Speed limits not posted on streets within the city limits of Goldsboro are automatically 35 MPH.

It was recommended that Council adopt the following entitled ordinance repealing the speed limit for sections of NCDOT Highway System Street located within the existing city limits of Goldsboro. Consent Agenda Approval. Broadaway/Batts (6 Ayes)

*ORDINANCE NO. 2023-71 “AN ORDINANCE REPEALING THE SPEED LIMIT FOR A SECTION OF NCDOT HIGHWAY SYSTEM STREET WITHIN THE CITY OF GOLDSBORO”*

**Replastering Mina Weil Pool. Resolution Adopted.** The item was presented by Felicia Brown, Parks and Recreation Director.

In 2022 and 2023, the Wayne County Department of Environmental Health recommended Mina Weil Pool be replastered. Parks and Recreation was budgeted \$70,000 in FY23 to replaster Mina Weil Pool. As staff had difficulty getting quotes for the repair, it was recommended and approved for \$47,000 of the \$70,000 be transferred to enable the Goldsboro Event Center (GEC) to complete plumbing repairs. The plumbing repair costs were not budgeted in the FY23 Budget for the GEC. Mina Weil Pool replastering was not budgeted in the FY24 Budget.

Parks and Recreation has now successfully obtained two (2) quotes to replaster Mina Weil Pool. The lower of the two quotes is \$86,980.25 and covers the company removing one layer of plaster. Should the company have to remove a second layer of plaster, this cost will increase. Staff suggest including a 10% contingency should the company have to remove a second layer of plaster. Money was not budgeted for the pool replaster for FY24. Quote and contingency totals \$95,000.

It was recommended that the Council approve the following entitled resolution authorizing staff to complete the repairs at Mina Weil Pool. Consent Agenda Approval. Broadaway/Batts (6 Ayes)

*RESOLUTION NO. 2023-91 “A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO REPLASTER MINA WEIL POOL”*

**Departing Comments.**

Councilman Batts shared the following: First, I want to thank our city manager and his staff. Thanks to all department heads. Especially thanks to my fellow City Council members. Also, a special thanks to the citizens of Goldsboro and last but not least, I hate to call names out, but thank you to our city clerk, Ms. Laura, you've been a blessing to me since I first came on and I really appreciate everything you have done for me daily. Thank you so much.

Councilman Broadaway shared the following: I’ve been here 12 years, so I am going to be a little longer than that. I want to congratulate the new City Council. I think everybody worked hard and it shows, and it shows in this Council how hard you work and I'm just excited about what's going to happen with the new Council. The next item I'd like to say is it's just been an honor and a privilege to serve the City of Goldsboro for almost 12 years right now. When I started my wife was really mad at me and when she died, she was even madder. It's been a wonderful experience and Goldsboro's a wonderful place to live. I came here in 1991, came out of New York City and was, what in the world am I doing here and have lived here ever since and it's a great place to live. I'll say a little more about that in a minute. I want to personally thank some people. It's been a hard three or four years for me. Marshall, you and I have lived through it, both of us lost our wives to ALS and we had some people to really support me, and I just want to thank Jim and Peggy Womble, Richard and Kay Cooke, Dave and Denise Tayloe, they kept me in the middle of the road. I want to thank Kay Allen, we were both caregivers together, she with Chuck, who sat on this dais right here, and me with Anne. And lastly, Lee and Roy, thank you, I really appreciate what you did. I want to thank the employees of the city and we call Laura, Radar. Laura keeps us all out of trouble. But we’ve also got some people, we’ve got some Police and Firemen who are there every day for us, and we don't pay them like we should. Hopefully we can fix that. That is something that we need to take care of because they take care of us. And Public Works people, we don't thank them enough. It's just 480 employees and we need to thank them every time we see them, and I just can't say enough good about this. The last thing I wanted to say is, I see challenges for this council and one of them is the old train station. We're going to have an opportunity with rail coming in to build something as great as we can, as this gentleman says, in the outer part of the city. We can do the same thing to the West of the city with that rail and the train station. There's hope for that. The other thing is development. We've got to be positive in the way we build this city and the way we get the industry in here and I think that's important and the major factor for that is going to be our water and sewer plant and so it's easy for me to say but I think they need to raise taxes so we can do it, but that's their problem. The last thing I

want to say is we need to treasure our Air Force and take care of them every chance. Not just for the money, but for the people that the Air Force brings to this community. It is so important and that is for us, the real treasure because a lot of them retired here and look what we've got. We've got great diversity and great talent in this city. That's kind of my last thoughts but thank you for letting me serve, it's been enjoyable. And Chris, you've got it.

Mayor Ham shared the following: I've known Bill Broadaway for many years. I knew his wife, good friends of ours and a true gentleman and when you go last most of the things you want to say or some of the things you want to say is always been said so I'm not going to be redundant except to say two or three things. As Bill said, our city employees are just absolutely wonderful. I spoke about them earlier this evening. I have 480 plus employees that provide the services that make the city go, support you and so forth. I'm extremely proud of them. Laura, I've bragged on you so much I hate to say anything else, but I am going to say, she's everything Bill said and more. I want to come back to my notes here and say it's been an honor to serve the citizens of my hometown, Goldsboro NC for the past eight years. I grew up in the city and attended and graduated from our public schools. I worked downtown in retail during my high school years. I've seen Goldsboro when it was the shopping center of eastern North Carolina. Goldsboro was at its best of economic times when every retail building downtown was occupied, when industry and commercial businesses thrived, when jobs were plentiful. I've also seen its worse times, economically, when many retail buildings were empty of merchants and Center Street was just a long stretch of asphalt, empty of cars and people. I've seen the reopening of Seymour Johnson Air Force Base and the diversified population, culture, and economic impact it has brought to our city. I proudly support our Air Force family. I have seen the effort of individuals before me whose vision to revive our city were sometimes challenged and ridiculed as wasteful and careless spending of tight resources, but I've also seen those visions overcome the challenges and ridicule and today their visions bear the fruit of what you see now in our city. I have seen the varied economic and racial diversity of our community change and how we now communicate, interact, and work together in a more harmonious way to achieve a better Goldsboro. Improvement yes, but finished no. Today Goldsboro is amid a major revitalization. Millions of dollars of private and public funds are being invested in both commercial and industrial enterprises in our city. Residential building investment is up at an impressive rate. People are moving here daily. Countless employment opportunities are being created. City leaders before me and along with me have been entrusted by our citizens to plan, execute, and oversee the improvement of their security, economic state, and general welfare. It requires unity of diverse interests and personalities to be successful. It is an enormous task. I came to the City Council wanting to contribute to that task. There have been major improvements in the City of Goldsboro throughout my tenure on the Council. Those are not the doings of a single individual, but rather the combined efforts of your representatives understanding that we must not make Goldsboro better for the few but instead for the whole. As my time on your City Council concludes I want to say with sincerity that it has been a genuine honor to serve as your mayor. The label of mayor carries with it the responsibility to demonstrate leadership and a sense of responsibility for the citizens you represent. I hope that I have fulfilled those two prerequisites. It is my solemn and prayerful hope that our follow-on Council continue to make Goldsboro a better community and a place that you and I are proud to call home. Thank you.

**Organizational Actions.** Mayor Pro Tem Matthews conducted the meeting until the oath of office was administered to Mayor Elect Gaylor.

**Administering of Oaths of Office.** The Honorable Charles P. Gaylor, III, District Court Judge, administered the oath of office to Mayor Elect Charles Gaylor, IV. The Honorable Carolyn Thompson, District Court Judge, administered the oath of office to Councilwoman Hiawatha Jones. The Honorable William W. Bland, Superior Court Judge administered the oath of office to Councilmembers Christopher "Chris" Boyette, Jamie Taylor and Roderick "Rod" White. The Honorable Ericka Y. James, District Court Judge administered the oath of office to Councilwoman Brandi Matthews. The Honorable John R. Bell, NC House of Representatives administered the oath of office to Councilwoman Beverly Weeks.

Following the Oaths of Office, the City Council reconvened with the following present:

Mayor Charles Gaylor, IV  
Councilwoman Hiawatha Jones  
Councilman Chris Boyette  
Councilwoman Jamie Taylor  
Councilwoman Brandi Matthews  
Councilwoman Beverly Weeks  
Councilman Rod White

**Selection of Mayor Pro Tem.** Mayor Gaylor asked for a motion to appoint a Mayor Pro Tem. Councilwoman Taylor made a motion for Councilwoman Matthews to continue as Mayor Pro Tem. The motion was seconded by Councilwoman Jones and unanimously carried. Council discussed the term limit, which is one year.

Laura Getz, City Clerk administered the oath of office to Mayor Pro Tem Matthews.

**City Manager's Report.**

City Manager Tim Salmon thanked Mayor Ham, Councilman Broadaway and Councilman Batts, incoming council, and residents and visitors for supporting councilmembers. He also thanked city employees.



**Ceremonial Documents.** Mayor Gaylor presented the following resolutions:

**Resolution Commending and Expressing Appreciation to Greg Batts for Serving on the Goldsboro City Council for 1 Year. *Resolution Adopted.*** Greg Batts has served this community and the City of Goldsboro in numerous capacities, including one year and three months as a member of the Goldsboro City Council representing District Six. His term in office has been marked by exemplary dedication to the best interests of the community as he has worked constantly for the betterment of its economic, cultural, and aesthetic development. During his term in office, Councilman Batts has gained the admiration and respect of local officials and citizens for his untiring efforts in improving the lives of citizens in District Six. During his term in office, Councilman Batts has served as a member of the GWTA (Goldsboro Wayne Transportation Authority) Board of Directors. Many projects have commenced and been completed by the City during Councilman Batts' year of service, including, sewer rehabilitation and street resurfacing throughout the city. The Mayor and City Council express to you, Greg Batts, on behalf of themselves, city employees, and the citizens of the City of Goldsboro, our appreciation and gratitude for your unselfish, devoted, and invaluable service and contributions rendered to the Council and the City of Goldsboro in the many capacities in which you have served and offer you our very best wishes for success, happiness, prosperity, and good health in your future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 4th day of December, 2023.

A motion was made by Mayor Pro Tem Matthews to adopt the retirement resolution. The motion was seconded by Councilwoman Jones and unanimously carried. Council adopted the following entitled Resolution.

*RESOLUTION 2023-92 "RESOLUTION COMMENDING AND EXPRESSING APPRECIATION TO GREG BATTS FOR SERVING ON THE GOLDSBORO CITY COUNCIL FOR MORE THAN ONE YEAR"*

**Resolution Commending and Expressing Appreciation to Bill Broadaway for Serving on the Goldsboro City Council for 11 Years. *Resolution Adopted.*** William "Bill" Broadaway has served this community and the City of Goldsboro in numerous capacities, including eleven years and four months as a member of the Goldsboro City Council representing District Two, since August 2012. These years of service have been marked by exemplary dedication to the best interests of the community as he has worked constantly for the betterment of its economic, cultural, and aesthetic development. During these years of service, Councilman Broadaway has gained the admiration and respect of local officials and citizens for his untiring efforts in improving the lives of citizens in District Two. During his term in office, Councilman Broadaway has served two terms as Mayor Pro Tem; served as a member of the Military Liaison Committee, W.A. Foster Committee, Waynesboro Park Commission, Transportation Advisory Committee, Wayne County Development Alliance Board, Downtown Goldsboro Development Corporation Board, the Friends of Seymour Finance Committee, and the Inter-Governmental Committee; and served as an Ex-Officio member on the Parks & Recreation Advisory Commission, and Goldsboro Municipal Golf Course Committee. Many projects have commenced and been completed by the City during Councilman Broadaway's years of service, including construction of the Multi-Sports Complex, new Police/Fire Complex, replacement of Fire Station 4, the Center Street Streetscape Project-Phase II and III, the HUB, and the renovation of the T.C. Coley Community Center, sewer rehabilitation, and street resurfacing throughout the city. The Mayor and City Council express to you, William "Bill" Broadaway, on behalf of themselves, city employees, and the citizens of the City of Goldsboro, our appreciation and gratitude for your unselfish, devoted, and invaluable service and contributions rendered to the Council and the City of Goldsboro in the many capacities in which you have served and offer you our very best wishes for success, happiness, prosperity, and good health in your future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 4th day of December, 2023.

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

*RESOLUTION 2023-93 "RESOLUTION COMMENDING AND EXPRESSING APPRECIATION TO WILLIAM BROADAWAY FOR SERVING ON THE GOLDSBORO CITY COUNCIL FOR MORE THAN ELEVEN YEAR"S*

**Resolution Commending and Expressing Appreciation to David Ham for Serving on the Goldsboro City Council for 8 Years. *Resolution Adopted.*** David Ham has served this community and the City of Goldsboro in numerous capacities, since December 2015, including nearly six years as a member of the Goldsboro City Council representing District Five, and was appointed as Mayor in September of 2021. These years of service have been marked by exemplary dedication to the best interests of the community as he has worked constantly for the betterment of its economic, cultural, and aesthetic development. During these years of service, Mayor Ham has gained the admiration and respect of local officials and citizens for his untiring efforts in improving the lives of citizens in District Five. During his term in office, Mayor Ham has served two terms as Mayor Pro Tem; served as a member of the Military Liaison Committee, Transportation Advisory Committee, Downtown Goldsboro Development Corporation Board, Herman Park Center Committee, Law & Finance Committee, the Friends of Seymour Finance Committee, and the Inter-Governmental Committee; and served as an Ex-Officio member on the Appearance Commission and Goldsboro Tourism Council. Many projects have commenced and been completed by the City during Mayor Ham's years of service, including construction of the Multi-Sports Complex, Center Street Streetscape Project-Phase II and III, the HUB, new Police/Fire Complex, the renovation of the T.C. Coley Community Center, renovation of Fire Station 4, sewer rehabilitation, and street resurfacing throughout the city.

The Mayor and City Council express to you, David Ham, on behalf of themselves, city employees, and the citizens of the City of Goldsboro, our appreciation and gratitude for your unselfish, devoted, and invaluable service and contributions rendered to the Council and the City of Goldsboro in the many capacities in which you have served and offer you our very best wishes for success, happiness, prosperity, and good health in your future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 4th day of December, 2023.

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

*RESOLUTION 2023-94 “RESOLUTION COMMENDING AND EXPRESSING APPRECIATION TO DAVID HAM FOR SERVING ON THE GOLDSBORO CITY COUNCIL FOR EIGHT YEARS”*

**Mayor and Councilmembers’ Comments.**

Councilman Jones shared the following comments: First, I would like to say that it was an honor and a pleasure to work on the Council. To be a part of the Council last year. I had great support from many Council members, Mayor Ham, Broadaway, and Batts, that are now leaving. So that's why I'm giving them their flowers now because they're leaving. I had others that were good support as well, but I want to thank you guys so much because your support meant a lot to me. I researched but what I didn't understand you shared it and you put it at a level where I understood, and I really appreciate that, and I will miss you. Secondly, I just want to send a shout out to my Continental sisters. Could y'all just stand? I know some had to leave but I want to thank you so much for being here to support me because these are some extremely busy ladies, and they took the time out and they have stayed the whole time, and you just don't know how much that meant to me. Thank you so much for being here. I also want to thank my friend, Judge Carolyn Thompson, for driving all the way from Oxford to swear me in. That really meant a lot. She's a very busy lady but that meant so much to me for her to come and do that. I did enjoy visiting the home of Colonel Teel last evening at Seymour Johnson Air Force Base. As you know our base is a pillar of strength in the service to the nation and this community and so I know that we as a Council will continue to support the base. Then lastly to this council, I look forward to working with each and every one of you. I know that we are going to do some really good things and I know that there will be times that I won't always agree with you and you won't agree with me but I won't be angry after this meeting because there's one thing my father always said, when two people are together and they agree all the time, then one is not necessary. So, that's going to happen, but it doesn't mean that we won't remain and have our decorum and work together for the best of this city. I'm very honored and proud to be here sitting in this seat, elected City Councilwoman Jones.

Councilman Boyette shared the following comments: I wrote a bunch of stuff down and then I got to looking at what things I wrote down and I've already been told I have a tendency to ramble on, so I just tossed all that and I'm just going to try to keep my comments brief. I said to myself I do have four years to comment so I can stretch a few things out but I just I want to say I'm just honored. And I want the citizens of this city and especially the citizens of District 2 that believed in me, voted for me, supported me, encouraged me, I want you to know that it's an honor and a privilege that I don't take lightly, serving in this position and I look forward to serving. I want to make my constituents proud. I want to leave this city in a better place than I found it. That's been my goal since I started serving decades ago in various roles to make a difference and I hope I can continue to do that for a few more years in a multitude of ways and to echo one comment that Councilwoman Jones said, I have a special feeling in my heart already about this board of people that's sitting here, that's been elected and I think together we're going to make a difference. I think we're going to do some things and I hope that when it's all said and done with that the city's proud of all of us and forgive me, I'm trying not to be emotional. It just means a lot to me that this group gets some things done for this city and I can't help but to think from sitting here 18 of 20 years chairing the Planning Board in that center seat, I wouldn't be honest if I didn't say I thought a lot about our past Mayor Allen sitting in that seat because I served alongside of him for a lot of years in a lot of different roles. I saw a handful of our county commissioners here and of course we had state representatives here, but I just want to publicly say, and I've said it, I'm not going to say anything I haven't already said along the way, but I just wanted the county to know that of course the city's in the county, but I want this board to have a relationship with the county. I want us to work together. I want us to get things done. I want everyone to be proud of the relationship that will forge hopefully with our county and our commissioners and those leaders as well as our state leaders and just really looking forward to being able to make a difference and again I think that you're going to be proud of this board and what we can accomplish together and the way that I already feel about and have expressed about that. Lastly there's a lot of things that I could talk about that I'd like to see done but again, it's night #1 so I go back to the first thing that I keep saying and I've said along the way that's first in my mind and that's the citizens of this city deserve to be safe in their homes, on their street, in whatever store they're shopping in. They deserve to be safe and that has to be priority one. That's what I've said from the beginning, it's why I stand by now and we have a lot of things to accomplish and there are a lot of things that have to be addressed and this board's going to do that. I see Chief West here in the room with us. I want you to know, as I've communicated before, that your department and every employee in this city, but your department has my full support. I'm pretty sure I speak for this board, commend the job that you've done leading the department and I would like to say to you since you're here, if you will take your Plan A that you had previously put together that we've talked about and get with the staff and bring that Plan A and get it on the agenda and bring it before this board, we'll get that done for you and get that done for our city and we'll get that done for our citizens and we'll get the things that this city needs to feel safe and we'll put things back in order. Our Police Department has to be functional. It has to be full, it needs help. It needs salary, it needs employees, we've got vacancies. I could go on. We all know the things that the Police Department needs to be able to provide to the city and I look forward to being a part of the board that delivers what you and your officers need to make us safe and secure, and I thank you for everything that you've done.

Councilwoman Taylor shared the following comments: First, I would like to thank my family and my friends for all of their support over the last year while I was beginning this journey and throughout it all. I also want to thank my supporters and the residents of District 3 that voted for me and believed in me making this dream of mine a reality. Next I would like to say that I look forward to the next four years of growth, growth for myself as an individual and as a Councilwoman, growth as a unified City Council working together and last but of course not the least by any means, growth as a city working toward the common goal and that is to make this city a place that we can be proud of to call home for our families, our businesses and for each other.

Mayor Pro Tem Matthews shared the following comments: Before I get to some thank you's, I just kind of want to give a few District 4 updates. We are currently doing a District 4 Christmas decoration contest, so encouraging all the residents in District 4 to get really, really creative with your Christmas decorations this season. There will be judges who will choose two winners. Each winner will receive \$50, so have fun. The judging will be on December 21<sup>st</sup>. I also want to encourage everyone in the district and citywide to follow Councilwoman Brandi Matthews page. We're constantly updating about what's going on in the district and we always invite you to come inside the district to join in our events and things that we have going on and also to stay current with some city updates that's happening as well. I do have a really special guest in the in the room tonight. Mr. Nazir, he is a Job Plus teen at Lincoln Homes and I had an opportunity to meet him and he told me he was interested in politics and I think the first thing I said was, kid don't do it, but thank you to Nathaniel Dupree who also works with Job Plus for bringing him here and allowing him to experience this tonight and Nazir, I hope you have visualized yourself in one of these seats because it is possible for you. I don't know why God chose me but I'm sure glad that he did. I want to thank the district for believing in me yet again and allowing me to serve four more years. I will make you one promise, the same promise that I made you four years ago. I take great pride in this position, and I will do my absolute best by you. Thank you to everyone who helped get me here to this point and thank you for everyone who participated in my swearing in tonight particularly my parents and my brother. Thank you to Bill, David and Greg. I know that it wasn't easy all the time, but we survived and we got through it together and I appreciate and I have a great, deep appreciation and respect for each of you, so thank you. To those who sit to my right, and to my left, what an honor it is to sit in these seats. Thank you for making the decision to serve in this capacity. It is no easy task but one that is rewarding beyond measure. Thank you for believing in me and appointing me as Mayor Pro Tem, to serve my own term, I appreciate that, and my hope is for us to support and respect one another even in our differences and to also prove that we are truly better together. Before I go, I do have to recognize some devastating Divas that are in the room tonight so thank you for being here to the ladies of Delta Sigma Theta and I'll oop to that.

Councilwoman Weeks shared the following comments: First and foremost, before I thank anyone, I just want to give all the glory, all the honor and all the praise to my God because without him, none of this could be possible. I want to thank District 5 for helping to place me in this position. My commitment is to seek God for divine wisdom, we don't have all the answers, but we will seek him for wisdom. Also, I want to thank Representative Bell for coming out tonight for the oath of office and I want to thank Seymour Johnson Air Force Base, it was roughly a few months ago that they allowed me to ride in an F15E Strike Eagle. When I got the call, my first answer, my first response, was no and then I thought yeah, I'll do this. Everybody asks, how was the ride? I want you to know I threw up, I passed out, and it was incredible. But it was on that ride that my pilot, Feisty Tuma, she said, I'm going to fly you down to Myrtle Beach, SC, take you through some G's, do some flips and rolls. When we came back from Myrtle Beach she said, what would you like to do? She says, I will grant you that request if you'll tell me where you would like for me to fly you to and I said I have one request, I said I would like for you to fly me over the City of Goldsboro and specifically down Center Street, over City Hall. I said I'm praying and I'm seeking God for wisdom as to if I should run for City Council and so she flew me and so I want to blame all of this on Seymour Johnson Air Force Base and Colonel Teel. I just want to thank her for that ride and for that opportunity. I also want to talk and specifically speak to every single city employee. I see so many of them in the room. I see Cindy Motsko, I see Kenny Talton, I see our Police Chief, our Fire Chief. I see all of you and on behalf of this Council, I want to say that you're seen, that you are heard. I saw how you guys were putting up the Christmas tree lights. You are valued. I passed by the guy this morning as he was emptying my trash in my neighborhood and I rolled down my window and I said you are loved, you are respected, and our desire is that this City, the City of Goldsboro will see something different about this Council. And so my commitment is just like you said sister, we won't always see eye to eye, but my commitment to you Brandi, my commitment to you Charles, my commitment to you Jamie, Chris. I never knew all these years ago, my first job was a news reporter. I had hair that stretched from here to I-95 and one of my first interviews was with Chris. He was a police officer back then. My commitment to you Chris, Ms. Hiawatha, and my commitment to you, my brother, is that I will pray for you. I will diligently pray for you and I will love you, I will honor you, and I will respect you as we all serve together on this council.

Councilman White shared the following comments: First giving honor to God, I'd like to thank him for giving me the vision to run. This is part of my exit strategy, as I retire from the military. To come home and to serve the people of Goldsboro. I do understand that I am a public servant, so I serve you. It's not the other way around and I take that very seriously. To the outgoing council and mayor, thank you for your service to the City of Goldsboro. I sincerely mean that. To my mom, I'm an only child and it's just my mom. So, when people said, that people who look like me should die at 25 and their life expectancy at 25, I want to share to everybody that if you trust in God and you've got a parent that believes in you, all things are possible. To mom, I thank you for your love and your support. I thank you for the discipline. To everyone who supported me in District 6 and believed in my vision and my dream. To my main man, Steve, who I think knocked on every door in District 6 and walked every street in District 6 and did not miss a day when the polls were open. So, I thank you, my brother. To my council members, I look forward to working with you. I sincerely think that we can move Goldsboro forward as we keep an open mind. Just know that disagreement means that we're working towards a goal. Amen. And I would just like to thank everybody here who came out and supported me, thank you.

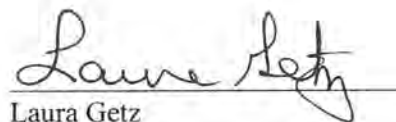
Mayor Gaylor shared the following comments: When you're trying to pull together the comments that you're going to say, I'm glad to know that there's six people up here who are better at it than me because you start trying to put together thoughts, you're going to say something kind of silly, you're going to say something really serious, or you're going to have the mental capacity in the moment to say anything if you write it down and actually recite it and while we've been up here, I've balled up the actual thing that I said I was going to say and I just want to emphasize that tonight, this was a room full of people with desires and dreams and aspirations that care about this city. Are there any elected officials other than City Council left in the room? I see John poking out over there and Judge Bland. I know I saw at least two county commissioners; I know I saw Freeman Hardison; I know I saw Joe Daughtry. Is there anybody else from the county commissioners? I know I saw County Manager Chip Crumpler. I know that I saw Clerk of Court Julie. I know I saw at least from the Board of Education, Foucht, Sanders and West and I'm probably missing some guys. My point is, that there's interest and desire and need to see Goldsboro operating at its fullest potential and as to not belabor the point that my more eloquent council mates have already put out there, I will simply say that we are committed to doing that for you. This is not about me, my ego, I think you've heard from them. It's not about self-promotion. It's about trying to do something for this city and put it in better hands whenever our turn is passed. We had three phenomenal examples that were here for us tonight to see whether it's for a short window of time or a quite long period of time. The blueprints there, rise to the challenge, do something with it and we're all going to be better for it.

Councilman Jones added the following comments: I just wanted to apologize because my pastor and his wife were here and you know when you start thanking everybody, you're going to forget somebody and I am very thankful that they took the time to come and they have a bedtime schedule for their little one and so they left, but I really appreciate them for taking the time to come out and everybody that voted for me and #1 honor to my God because I know I'm here in this seat because of how he touched my constituents to come out and vote for me and I will never, ever not give honor to God.

There being no further business, Mayor Gaylor adjourned the meeting at 8:59 p.m.



  
Charles Gaylor, IV  
Mayor

  
Laura Getz  
City Clerk

**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023, COUNCIL MEETING**

**SUBJECT:** **PUBLIC HEARING AND FINAL COUNCIL ACTION**  
**SU-17-23 Bar (POE with ABC) – East side of N. Center St. between E. Mulberry St. and E. Walnut St.**

ADDRESS: 136 N. Center St.

PARCEL #: 2599961157

PROPERTY OWNER: Frank Brian Foster

APPLICANT: Kyle Merritt

**BACKGROUND:** The City Council on July 17, 2023, granted the applicant a Special Use Permit (SU-10-23) for the construction and operation of a bar, which is considered a Place of Entertainment (POE) with ABC permits, at 136 N. Center St. The site is currently under construction. The applicant submitted a follow-on petition to amend the City Unified Development Ordinance Chapter 118: Sidewalk Cafés, to provide for enclosed outdoor areas for the consumption of alcohol at POEs with ABC permits if approved in a Special Use Permit. Council approved the proposed amendment on September 5, 2023.

**DISCUSSION:** The applicant is now requesting modification to his existing permit to allow for an alcohol beverage consumption area directly in front of his business and upon City sidewalks in accordance with the provisions of Chapter 118 and the requirements of the Historic Design Guidelines for Downtown Goldsboro, Chapter 8, Sidewalk & Outdoor Dining and Outdoor Display.

The applicant proposes an enclosed barrier consisting of two tables with five chairs. Since the seating capacity of the outdoor enclosure area is less than 10% of the maximum building occupancy of the bar, the proposal would meet the guidelines of Chapter 118. Planning staff reviewed the construction drawings for compliance with Historic District Design Guidelines and will issue a certificate of appropriateness and a site development permit upon approval by Council.

**TRC REVIEW:** Due to the nature of this proposal, the City's TRC (Technical Review Committee) was not required to review the proposal for code compliance.

**REQUIRED ACTION:** Council shall open and close the Public Hearing, enter deliberation, and vote on each of the four findings to determine whether or not the Special Use Permit shall be issued. See the attached worksheet for the four findings to be voted on and conditions for consideration related to each finding. Council does have the ability to continue the hearing or place conditions upon its approval as long as Council is able to conclude that evidence exists in the record to support the condition. The Mayor of Goldsboro shall sign the Order to Approve or Deny, that reflects the results of the hearing and deliberation at the December 18, 2023, City Council meeting.

Date: 12/12/23

  
Kenny Talton, Planning Director

Date: 12/12/23

  
Timothy Salmon, City Manager



**CITY COUNCIL WORK SHEET**  
**SU-17-23 KYLE MERRITT**  
**136 N. CENTER ST.**  
**PLACE OF ENTERTAINMENT W/ABC**  
**(AMENDMENT TO INCLUDE OUTDOOR ALCOHOL BEVERAGE CONSUMPTION AREA)**

**Finding 1.**

6-0

☒ **The use will not materially endanger the public health or safety**

**OR,**

☐ **The use will materially endanger the public health or safety**

- Consider aspects of the proposed use or development that may have a negative impact on public health and safety.
- Discuss conditions, if any, that Council might impose in order to make this finding.
- For each condition imposed, if any, state the reason the condition is necessary to protect public health and safety.
- Consider any conditions to be applied to the application.

**Finding 2.**

6-0

☒ **The use will not substantially injure the beneficial use of adjoining or abutting property**

**OR,**

☐ **The use will substantially injure the beneficial use of adjoining or abutting property**

- Consider aspects of the proposed use or development that may have a negative impact on the value of adjoining properties.
- Consider aspects of the proposed use of development that make it a public necessity. *(Note: most private applications for a special use permit will not rise to the level of a "public necessity")*
- Discuss conditions, if any, that Council might impose to make this a finding.
- For each condition imposed, if any, state the reason the condition is necessary to protect the beneficial use of adjoining or abutting properties.
- Consider any conditions to be applied to the application.

### Finding 3.

6-0

☒ The use will be in harmony with existing development and uses within the area in which it is located

OR,

☐ The use will not be in harmony with existing development and uses within the area in which it is located

- Consider aspects of the proposed use or development that may have a negative impact on the nature or character of the surrounding community.
- Consider whether the proposed use or development is in general conformity with the Unified Development Ordinance.
- Discuss conditions, if any, that Council might impose to make this finding.
- For each condition imposed, if any, state the reason the condition is necessary to ensure harmony with existing development and uses of the surrounding area.
- Consider any conditions to be applied to the application.

### Finding 4.

6-0

☒ The use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan

OR,

☐ The use will not be in general conformity with the City of Goldsboro Comprehensive Land Use Plan

- Consider whether the proposed use or development is in general conformity with the City of Goldsboro Comprehensive Land Use Plan.
- Discuss conditions, if any, that the Board might impose to make this finding.
- For each condition imposed, if any, state the reason the condition is necessary to ensure general conformity with the City of Goldsboro Comprehensive Land Use Plan.
- Consider any conditions to be applied to the application.

Application Fee: \$400 (Includes advertisement fee)

Received Date: 11/9  
Initials: KRS

**SPECIAL USE PERMIT APPLICATION**

For Office Use Only:

Application Number: SDH7-73

Date processed: CU-11-23-011924

Fee Type: ☐ Cash ☐ Check #           

☐ Credit Card

Initials: MM

**Applicant Acknowledgement:**

I understand that the City of Goldsboro must have three (3) sets of Site plans submitted along with an electronic site plan emailed to the Planning Administrative Assistant listed on the website at [www.goldsboronc.gov/planning](http://www.goldsboronc.gov/planning) or they will not be able to send out my application for formal review. I understand my 30 day review period begins after the City of Goldsboro acknowledges they have an electronic PDF copy of the required site plan. Information on the site plan shall meet or exceed the City of Goldsboro Unified Development Ordinance (UDO). Site plan needs to be in sufficient detail and scale to display precisely how the Special Use intends to operate. See attached sheet for common things expected on site plan.

Applicant Signature: [Signature]

Application is hereby made to the City Council of the City of Goldsboro for a Special Use Permit (Complete the following information):

Property Address: 136 N Center St Goldsboro NC 27530

Proposed Use: Bar

Number of Employees/Shift: 6

Days/Hours of Operation: Wed - Sat 5-1am

Outdoor Storage: ☐ Yes ☒ No

Storage Type:           

Total Acreage: .05

Frontage: 20 ft

Depth:           

Wayne Co. Pin #: 259996157

Current Zoning: Commercial?

All businesses that operate within the city limits of Goldsboro must have a Business Registration certificate prior to opening a business. Please contact the City of Goldsboro Inspections Department at 919-580-4385 for all necessary permits, including ABC Permits, prior to operation or opening to the public.

Applicant (Print): Kyle Merritt

Applicant Address: 101 N Randolph St

City, State, Zip: Goldsboro NC 27530

Applicant Phone: 619.738.5537

Applicant Email: churchspiritsandcocktails@gmail.com

Owner (Print): Brian Foster

Owner Address: 100 E. Mulberry St

City, State, Zip: Goldsboro NC

Owner Phone: 919-920-4792

Owner Email: FrankBrianFoster@gmail.com

(If owner differs from applicant a Owners Authorization Form is required upon submission)

**SIGNATURE REQUIRED**

Kyle Merritt  
Applicant - Printed

[Signature]  
Applicant Signature

11/1/2025  
Date



**CITY OF GOLDSBORO  
OWNER'S AUTHORIZATION**

**IF the owner(s) of this subject property are giving authorization for someone else to apply for an application with the City of Goldsboro, for any of the following City of Goldsboro applications:**

Please check the applicable box(es):

- |                                      |                                                        |                                                         |
|--------------------------------------|--------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Rezoning    | <input type="checkbox"/> Site Plan                     | <input type="checkbox"/> Board of Adjustment - Variance |
| <input type="checkbox"/> Subdivision | <input checked="" type="checkbox"/> Special Use Permit | <input type="checkbox"/> Home Occupation Permits        |

**This authorization must be completed and submitted at time of application. I/(WE)**

Frank Brian Foster do(es) hereby certify that I/(WE)  
(Name of owner(s) of subject property)

**am/(are) the Owners of the property legally described below and hereby certify that I/(WE) have given authorization to the following person and/or corporation:**

Kyle Merritt to submit an application  
(Name of Company and Authorized Representative)

**to the City of Goldsboro, NC for My/(OUR) property as listed below.**

**Wayne County Parcel Identification Number(s):**

**Property Address:**

136 N. Center St.  
Goldsboro NC 27530

Frank Brian Foster  
Property Owner - Print

Frank Brian Foster 11/20/23  
Property Owner Signature Date

**NOTARY STATEMENT**

Sworn to and subscribed before me the 20<sup>th</sup> day of November, 2023

Notary Public in and for the State of NC, County of Wayne

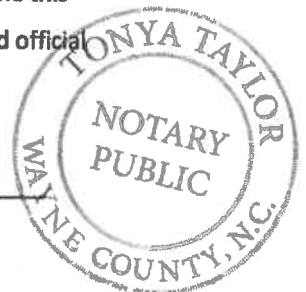
I, Tonya Taylor, Notary Public, do hereby certify that

Frank Brian Foster (name of individual(s) personally appeared before me this

day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal this 20<sup>th</sup> day of Nov., 2023.

Tonya Taylor  
Official Signature of Notary

Tonya Taylor  
Notary printed or typed name



SEAL

My commission expires: 3/1/2026

**SU-17-23**  
**SPECIAL USE PERMIT REQUEST: 136 N Center Street - Church**  
**Spirits and Cocktails**



**SPECIAL USE REQUEST:**

**CASE NO:** SU-17-23  
**REQUEST:** Church Spirits and Cocktails  
**APPLICANT:** Kyle Merritt  
**PIN:** 2599-96-1157

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The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

N CENTER ST

SU-17-23

# SPECIAL USE PERMIT REQUEST: 136 N Center Street - Church Spirits and Cocktails

CENTER ST

N

142

100

102

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104

138

136

MU DT

136

## SPECIAL USE REQUEST:

**CASE NO:** SU-17-23  
**REQUEST:** Church Spirits and Cocktails  
**APPLICANT:** Kyle Merritt  
**PIN:** 2599-96-1157

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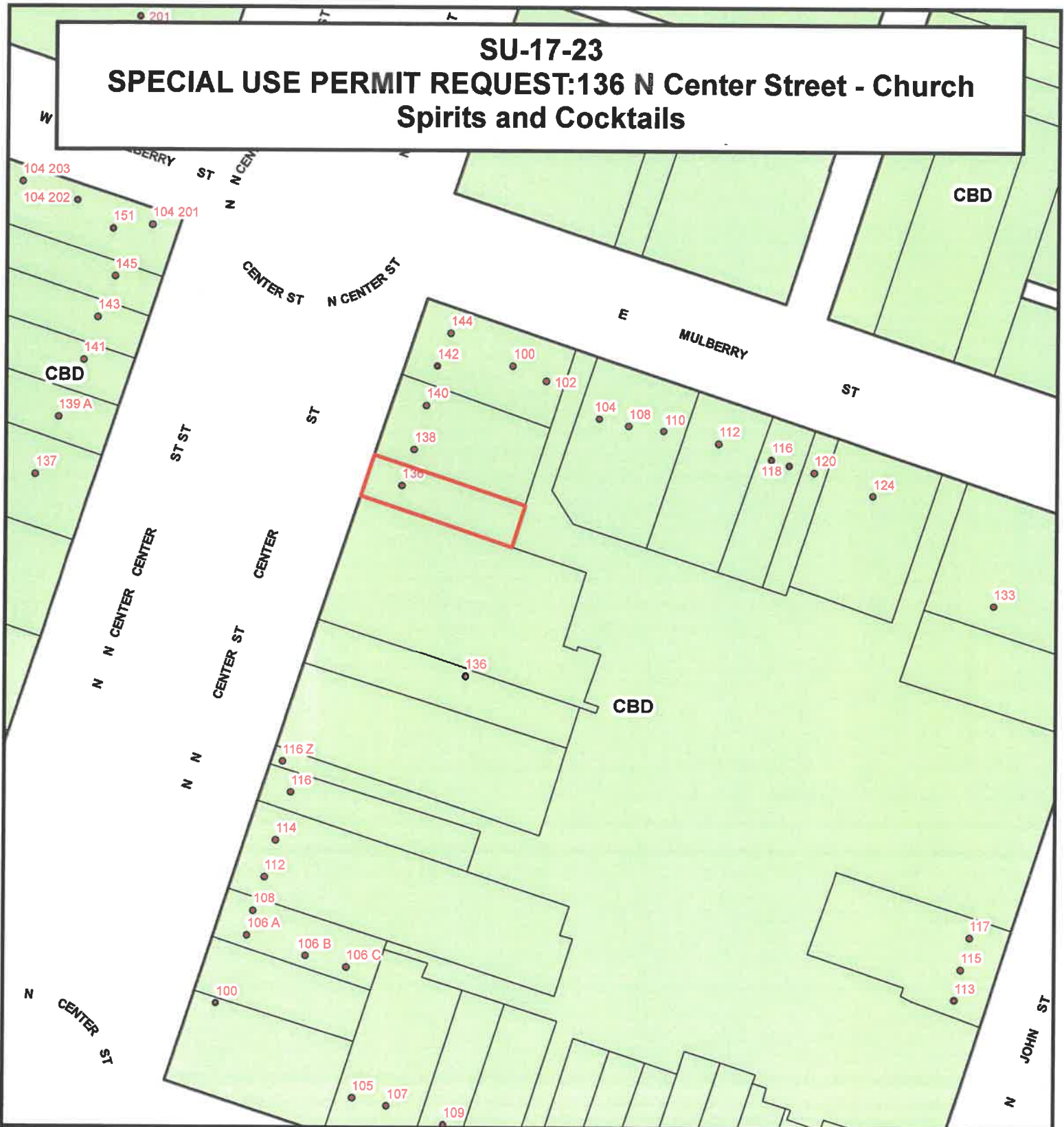
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**SU-17-23**  
**SPECIAL USE PERMIT REQUEST:136 N Center Street - Church**  
**Spirits and Cocktails**



**SPECIAL USE REQUEST:**

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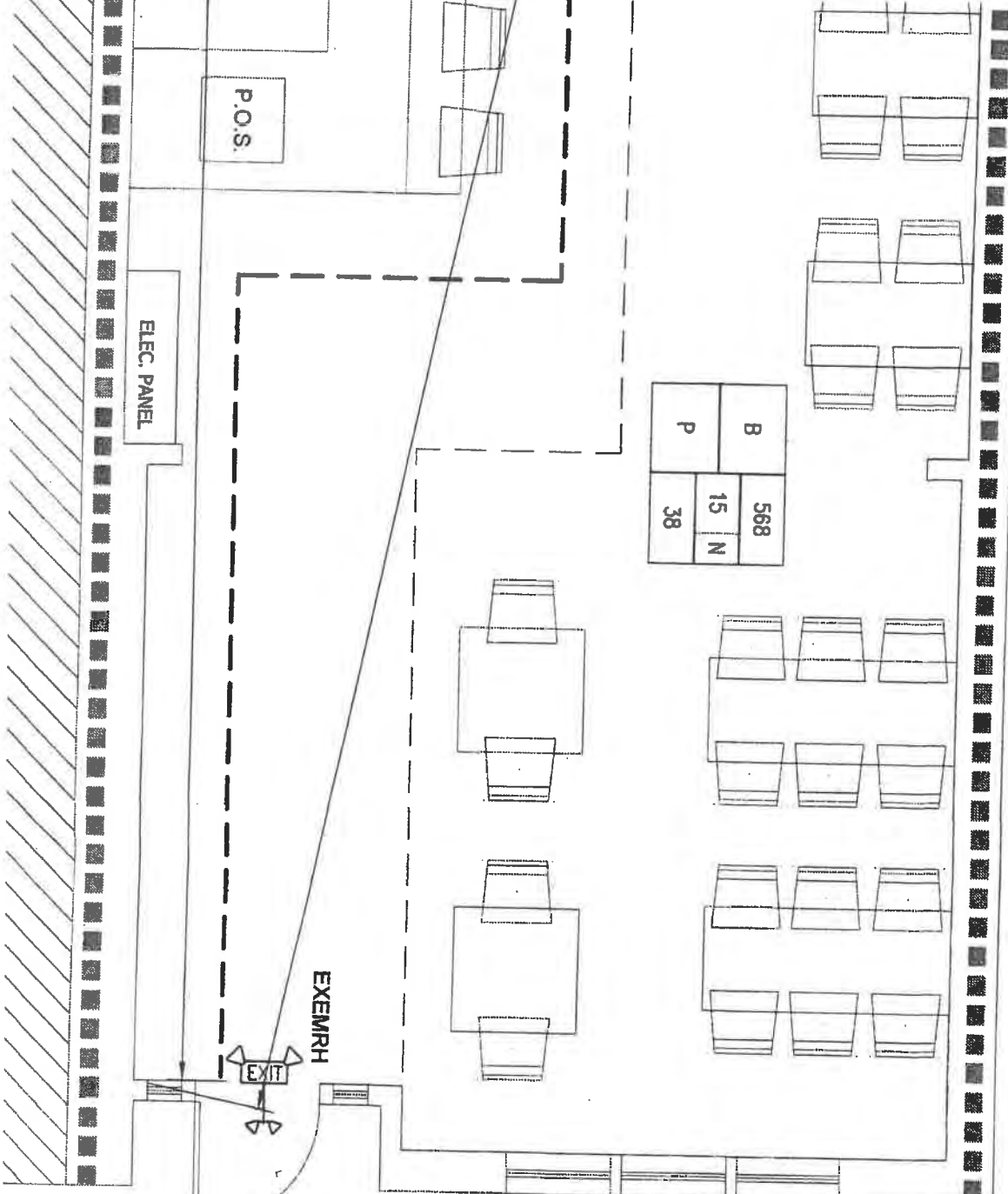




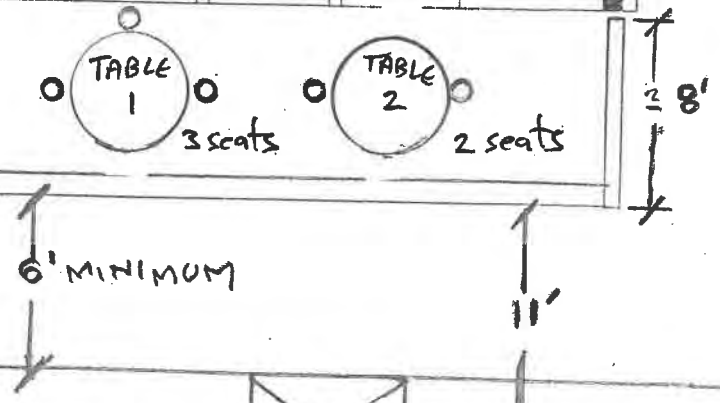
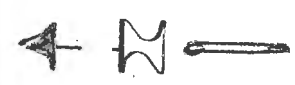
CHURCH

City of Goldsboro  
PUBLIC HEARING  
For More Information Contact Us At  
919.580.4313  
www.goldsboronc.gov





SU-17-23  
CHURCH SPIRITS  
AND COCKTAILS



NOTES:  
NOT TO  
SCALE

N. CENTER STREET

BACK OF CURB

**AN ORDINANCE AMENDING CHAPTER 118: SIDEWALK CAFÉS  
OF THE CITY OF GOLDSBORO'S CODE OF ORDINANCES**

**WHEREAS**, after notice duly given according to law, a public hearing was held before the City Council at a regular meeting held in the City Council Chambers, 214 N. Center St. in the Historic City Hall building, on Tuesday, September 5, 2023, at 7:00 p.m., for the purpose of considering and discussing the passing of an ordinance amending the Unified Development Ordinance of the City of Goldsboro, North Carolina, and the Planning Commission voted to recommend approval on Monday, August 28, 2023, at the regularly scheduled Planning Commission meeting; and

**WHEREAS**, Kyle Merritt, has submitted a petition amend the text of the Unified Development Ordinance Chapter 118: Sidewalk Cafés; and

**WHEREAS**, the applicant is proposing for a comprehensive text amendment to Chapter 118 of the City Code of Ordinances to include language pertaining to Places of Entertainment with ABC Permit; and

**WHEREAS**, the proposed amendment would include language that allows for Places of Entertainment with ABC Permit to provide for enclosed outdoor areas for the consumption of alcohol; and

**WHEREAS**, Alcohol Beverage Consumption Areas must be included in the Special Use Permit approval in order for permitted Places of Entertainment with ABC Permit to allow for these outdoor areas to operate; and

**WHEREAS**, the City of Goldsboro Comprehensive Land Use Plan places the proposed area to be affected by the text amendment in the Mixed-Use Downtown designation; and

**WHEREAS**, the City of Goldsboro Comprehensive Land Use Plan identifies a goal being to continue to focus upon improvement of the downtown Goldsboro area; and

**WHEREAS**, the proposed text amendment is found to be consistent with the Mixed-Use Downtown designation and that the text amendment is reasonable and in best public interest due to the fact potential uses would still be required to undergo a quasi-judicial proceeding before permit issuance; and

**WHEREAS**, the proposed text amendment request is consistent with the Goldsboro Comprehensive Land-Use Plan; and

**WHEREAS**, after completion of said public hearing and receipt of the recommendation of the Planning Commission, the City Council of the City of Goldsboro deems it advisable and for the best interest of the City and those residing within its zoning jurisdiction that the Unified Development Ordinance of the City of Goldsboro be amended; and

**WHEREAS**, the City Council further deems it advisable and for the best interest of the City and those residing within its zoning jurisdiction that the Unified Development Ordinance amendments for the City of Goldsboro, North Carolina, be adopted.

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

1. That Chapter 118, Sections 118.01-118.08, of the Code of Ordinances, City of Goldsboro, North Carolina, be amended to read as follows:
2. This amendment is effective upon the adoption of this Ordinance.

**CHAPTER 118: SIDEWALK CAFES**

**Section**

- 118.01 Authority
- 118.02 Definitions
- 118.03 Application
- 118.04 Issuance of permit
- 118.05 Alcoholic beverages
- 118.06 Denial
- 118.07 Permit revocation
- 118.08 Reservation of rights
- 118.09 Term, transfer, and renewal

***Cross-reference:***

**§ 118.01 AUTHORITY.**

The City Manager or his or her designee may issue permits for the serving of food and beverages on city sidewalks and pedestrian ways in the area of the city known as the Central Business District. Beverages containing alcohol served on the sidewalk associated with a bar, night club, pool hall, microbrewery, or place of entertainment with an ABC Permit must be specifically identified and approved in the Special Use Permit process by City Council acting as the Board of Adjustment.

**§ 118.02 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**ALCOHOL BEVERAGE CONSUMPTION AREA.** The area associated with a Place of Entertainment with ABC permit designed for the outdoor consumption of alcohol. An area located on the portion of the sidewalk or pedestrian way adjacent to the Place of Entertainment with ABC permit.

**PLACE OF ENTERTAINMENT WITH ABC PERMIT.** Establishments to include but not limited to bars, nightclubs, pool halls, and microbreweries. An establishment engaged primarily in the act or serving, selling, or allowing for the consumption of alcohol. The establishment may provide entertainment in the form of performances, recreation or sport but is not limited to these specific forms of entertainment. Places of Entertainment may provide for Alcohol Beverage Consumption areas on the sidewalk if permitted by City Council acting as the Board of Adjustment.

**PEDESTRIAN WAY.** An improved walk or passageway intended for use by pedestrians, but not adjacent to any city street.

**RESTAURANT.** An establishment engaged in the business of regularly and customarily selling food, primarily to be eaten on the premises, including businesses that are referred to as RESTAURANTS, cafeterias, cafes, lunch stands, grills, snack bars, fast food businesses and other establishments such as drug stores, which have a lunch counter or other section where food or beverages are sold to be eaten on the premises.

**RESTAURANT OPERATOR.** The person, firm or corporation operating a restaurant and associated with sidewalk cafe, the owner and manager if different from the owner of the restaurant and associated sidewalk cafe.

**SIDEWALK.** That portion of public street between the curb line, or the lateral lines of a roadway if there is no curb, and the adjacent property line, that is intended for the use of pedestrians.

**§ 118.03 APPLICATION.**

Any restaurant or Place of Entertainment with ABC permit desiring to operate a sidewalk café or Alcohol Beverage Consumption area shall prepare and file an application yearly with the City Manager or his or her designee which shall contain the following information:

(A) The name, address and telephone number of the restaurant or Place of Entertainment with ABC permit desiring to operate a sidewalk café or Alcohol Beverage Consumption area;

(B) The name, address and telephone number of the restaurant or Place of Entertainment with ABC permit operator;

(C) The type of food, beverage or other products to be sold and served at the sidewalk café or Alcohol Beverage Consumption area;

(D) The hours of operation of the restaurant or Place of Entertainment with ABC permit and the proposed hours of operation of the sidewalk café.

(E) A drawing or site plan showing the section of sidewalk or pedestrian way to be used for the sidewalk café or Alcohol Beverage Consumption area, and the section to be kept clear for pedestrian use, and depicting the proposed placement of tables, chairs, barricades, and other furnishings on the sidewalk or pedestrian way.

(F) Evidence of adequate insurance or other form of security to hold the city and its taxpayers harmless from claims arising out of the operation of the sidewalk café or Alcohol Beverage Consumption area, as determined by the City Manager in consultation with the City Attorney and insurance carrier.

(G) An indemnity statement, approved by the City Attorney, whereby the restaurant or Place of Entertainment with ABC permit operator agrees to indemnify and hold harmless the city and its officers, agents and employees from any claim arising from the operation of the sidewalk café or Alcohol Beverage Consumption area.



(H) A copy of all permits and licenses issued by the state or the city, including health and ABC permits and business licenses, necessary for the operation of the restaurant or Place of Entertainment with ABC permit business, or a copy of the application for the permit if no permit has been issued. This requirement includes any permits or certificates issued by the city for exterior alteration or improvement to the restaurant or Place of Entertainment with ABC permit.

(I) A sworn statement describing any violation by the restaurant or Place of Entertainment with ABC permit operator of any laws, regulations or ordinances relating to the possession, sale, consumption or transportation of intoxicating beverages or controlled substances during the five years immediately preceding the date of the permit application.

(J) Such additional information as may be requested by the City Manager or his or her designee to determine compliance with this section.

(K) A fee as provided in the city fee schedule to cover the cost of processing and investigating the application and issuing the permit.

(L) A fee of ~~\$100~~ \$300 to cover the cost of processing and investigating the application.

#### **§ 118.04 ISSUANCE OF PERMIT.**

No permit for the operation of a sidewalk café or Alcohol Beverage Consumption area may be issued unless the application is complete and unless the following requirements are met:

(A) The sidewalk café or Alcohol Beverage Consumption area must be associated with an operating restaurant or Place of Entertainment with ABC permit such that it is under the same management and shares the same food preparation facilities, restroom facilities and other customer convenience facilities as the restaurant or Place of Entertainment with ABC permit. The sidewalk café or Alcohol Beverage Consumption area must operate under the same name as the restaurant and may not be open or be operated at any time when the restaurant or Place of Entertainment with ABC permit is not open for business.

(B) The operation of the sidewalk café or Alcohol Beverage Consumption area must be clearly incidental to the associated restaurant or Place of Entertainment with ABC permit business. The seating capacity of the sidewalk cafe may not constitute more than 50% of the total seating capacity of the associated restaurant. The seating capacity of an Alcohol Beverage Consumption area may not exceed 10% of the maximum building capacity based off NC Building Code occupancy requirements. For example, if the building has a capacity of 100 people, there shall be no more than 10 outdoor seats located within the Alcohol Beverage Consumption area.

(C) The placement of tables, chairs or other furnishings as shown in the drawing submitted with the site plan must be done in such a manner that complies with Section 8.0 Sidewalk and Outdoor Dining and Outdoor Display section of the adopted Design Guidelines for Downtown Goldsboro.

(D) The restaurant or Place of Entertainment with ABC permit seeking to operate the sidewalk café or Alcohol Beverage Consumption area must front on and open onto the sidewalk or Pedestrian way proposed for the sidewalk café or Alcohol Beverage Consumption area. The placement of tables, chairs and other furnishings may not extend beyond the sidewalk or pedestrian way frontage of the associated restaurant or Place of Entertainment with ABC permit unless approved by the City Council acting as the Board of Adjustment in the Special Use Permit process. The tables must be contained within visible barricades.

(E) The tables, chairs and other furnishings used in the sidewalk café or Alcohol Beverage Consumption area shall be of a type that is easily movable.

(F) Except as elsewhere permitted, the operation or furnishing of the sidewalk café or Alcohol Beverage Consumption area shall involve no permanent alteration to or encroachment upon any street, sidewalk, or pedestrian way or to the exterior of the associated restaurant or Place of Entertainment with ABC permit.

(G) There shall be adequate lighting available in the area of the café or Alcohol Beverage Consumption area for safety of the patrons and public use of the sidewalk. If adequate public lighting is not available, the restaurant or Place of Entertainment with ABC permit must provide additional lighting.

#### **§ 118.05 ALCOHOLIC ALCOHOL BEVERAGES.**

Notwithstanding the provisions of Chapter 115, alcoholic beverages may be served at sidewalk cafes or Alcohol Beverage Consumption areas provided the following requirements are met.

(A) The sidewalk cafe or Alcohol Beverage Consumption area shall be part of a standard Restaurant or Place of Entertainment with ABC permit as that term is defined in § 118.02, and shall otherwise be authorized, permitted, or licensed under state laws and the city code to serve and sell alcoholic beverages for on-premises consumption.

(B) The portion of the sidewalk café or Alcohol Beverage Consumption area where alcohol is or may be served shall be enclosed by clearly visible barricades as specified in Section 8.0 Sidewalk and Outdoor Dining and Outdoor Display section of the adopted (Historic) Design Guidelines for Downtown Goldsboro.

(C) The sidewalk café or Alcohol Beverage Consumption area must be included as part of the premises for which an ABC permit is issued pursuant to G.S. § 18B-101 for the purpose of applying and enforcing state laws regarding the sale and consumption of alcoholic beverages.

(D) Signs shall be posted, visible at all exit points from the sidewalk café or Alcohol Beverage Consumption area, that it is unlawful to remove alcoholic beverages in open or unsealed containers from the premises. City of Goldsboro Social District requirements apply as necessary.

(E) The restaurant or Place of Entertainment with ABC permit operator shall not have violated any law, regulation or ordinance relating to the possession, sale, transportation or consumption of intoxicating beverages or controlled substances for the three years preceding the commencement of the sale of alcoholic beverages at the sidewalk café or Alcohol Beverage Consumption area.

#### § 118.06 DENIAL.

A permit may be denied if it is found that the granting of the permit would not be in the public interest. Any applicant denied a permit to operate a sidewalk café shall receive a written statement outlining the grounds on which the denial is based. The applicant may appeal the denial of the permit to the City Council within 15 working days of the written denial, and the City Council may take such corrective action as it shall find necessary. The findings and determination of the City Council shall be final. Place of Entertainment with ABC Permits that provide for Alcohol Beverage Consumption areas comply with any concept, plans, conditions, or provisions approved by City Council acting as the Board of Adjustment in the Special Use Permit process or they shall be denied.

#### § 118.07 PERMIT REVOCATION.

The City Manager may revoke a permit issued pursuant to this section if he or she finds that the restaurant or Place of Entertainment with ABC permit operator has:

- (A) Deliberately misrepresented or provided false information in the permit application;
- (B) Violated any provision or City or County Health Department regulations;
- (C) Violated any law, regulation, or ordinance regarding the possession, sale, transportation or consumption of intoxicating beverages or controlled substances;
- (D) Operated the sidewalk café or Alcohol Beverage Consumption area in such a manner as to create a public nuisance or to constitute a hazard to the public health, safety, or welfare; specifically including failure to keep the sidewalk area clean and free of refuse;
- (E) Failed to maintain any health, business or other permit or license required by law for the operation of a restaurant or Place of Entertainment with ABC permit business. Before the revocation of a permit, the City Manager or his or her designee shall notify the permit holder of the intent to revoke the permit and the reasons therefore and shall afford the permit holder a reasonable opportunity to appear and be heard on the question of such revocation. After the hearing, the City Manager, or his or her designee, shall notify the permit holder in writing of his or her decision and the reasons therefor. A decision of the City Manager to revoke a permit may be appealed to the City Council in accordance with the provisions of § 118.06.

#### § 118.08 RESERVATION OF RIGHTS.

The city reserves the right to require any sidewalk café or Alcohol Beverage Consumption area established pursuant to this section to cease part or all of its operation in order to allow for construction, maintenance, or repair of any street, sidewalk, utility or public building by the city, its agents or employees or by any other governmental entity or public utility; and to allow for use of the street or sidewalk in connection with parades, civic festival, and other events of a temporary nature permitted by the city.

Adopted this 5<sup>th</sup> day of September, 2023.

Attested by:

  
Holly Jones, Deputy City Clerk



  
David Ham, Mayor

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
December 18, 2023 COUNCIL MEETING

Removed

SUBJECT: Goldsboro Union Station Grant Request – NPS Historic Preservation Fund: Save America's Treasures

BACKGROUND: In November of 2023, Council approved a commitment of \$375,000 towards the projected \$1.5M stabilization cost of GUS, followed by a similar commitment from the County of Wayne. A local advocacy committee, Saving Union Station, has formed to provide concerted private sector support of the station's immediate stabilization. The committee has pledged to match the collective investment of the City of Goldsboro and County of Wayne towards the estimated stabilization cost.

The National Park Service's (NPS) Historic Preservation Fund is accepting applications for the Save America's Treasures Grant program. The Downtown Goldsboro Development Corporation (DGDC) has prepared a grant application on behalf of the GUS Stabilization Project, which requires a 1:1 match. The City and County commitments will be used to meet the match requirement for a \$750,000 grant request. Additional private sector funds will still be raised by the Saving Union Station Committee, bringing the stabilization funding to \$2.25M, with a full grant award. If successful, all funding from the NPS grant would be put towards the stabilization project, along with the municipal matches, and managed by NCDOT Rail Division. The DGDC has led downtown revitalization efforts with a focus on historic preservation for 40 years, as the City of Goldsboro's dedicated non-profit partner in downtown development. This demonstrated private sector support and historic preservation experience will strengthen the application, and position the GUS Stabilization Project for a successful award.

Along with a completed grant application, a letter of intent from the City of Goldsboro to allow for grant activities to be conducted on the city-owned Goldsboro Union Station property is required. A resolution is attached, stating this intent.

RECOMMENDATION: It is recommended that Council adopt the attached resolution authorizing Downtown Goldsboro Development Corporation to apply for the National Park Service's Historic Preservation Fund: Save America's Treasures Grant and authorizing the city manager to sign a letter of support for the grant.

Date: 12/13/2023

*Erin Fonseca*

Erin Fonseca, Downtown Development Director

Date: 12/13/23

*Timothy Salmon*

Timothy Salmon, City Manager

**RESOLUTION NO. 2023 –**

**RESOLUTION OF SUPPORT FOR DOWNTOWN GOLDSBORO DEVELOPMENT CORPORATION TO APPLY FOR THE NATIONAL PARK SERVICE’S HISTORIC PRESERVATION FUND: SAVE AMERICA’S TREASURES GRANT AND AUTHORIZING THE CITY MANAGER TO SIGN A LETTER OF SUPPORT FOR THE GRANT**

**WHEREAS**, The National Park Service’s (NPS) Historic Preservation Fund is accepting applications for the Save America’s Treasures Grant program; and

**WHEREAS**, the Downtown Goldsboro Development Corporation (DGDC) has prepared a grant application on behalf of the Goldsboro Union Station (GUS) Stabilization Project, which requires a 1:1 match; and

**WHEREAS**, Council approved a commitment of \$375,000 towards the projected \$1.5M stabilization cost of GUS, followed by a similar commitment from the County of Wayne; and

**WHEREAS**, the City and County commitments will be used to meet the match requirement for a \$750,000 grant request; and

**WHEREAS**, if successful, all funding from the NPS grant would be put towards the stabilization project, along with the municipal matches; and

**WHEREAS**, the DGDC has led downtown revitalization efforts with a focus on historic preservation for 40 years, as the City of Goldsboro’s dedicated non-profit partner in downtown development; and

**WHEREAS**, it was recommended that the City authorize grant activities to be conducted by Downtown Goldsboro Development Corporation at Goldsboro Union Station toward stabilization upon successful award of the National Park Service Save America’s Treasures Grant.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Goldsboro North Carolina, that Downtown Goldsboro Development Corporation is authorized to apply for the National Park Service’s Historic Preservation Fund: Save America’s Treasures Grant and is authorizing the city manager to sign a letter of support for the grant.

This resolution shall be in full force and effect from and after the 18<sup>th</sup> day of December, 2023.

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Charles Gaylor, IV  
Mayor

Attested by:

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Laura Getz  
City Clerk

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

SUBJECT: Amending Capital Project Fund Ordinance – Police Evidence Room and Fire Department Renovation (G1106)

BACKGROUND: On October 1, 2018, the Council approved the establishment of a capital project fund for the construction of the Police evidence room and Fire Station renovation which was funded with a \$5.3 million dollar loan with Zions Bank.

DISCUSSION: There are additional funds that need to be appropriated for a replacement boiler that was recently installed at the Police Fire Complex, and this will complete the spending for the project so that it may be closed. The total expenditure appropriation will increase by \$5,661, and this will be primarily funded with a transfer from the General Fund. There are two minor line item corrections that are included to correct investment income and architect fees.

The fund will be closed after all sales tax reimbursements have been received by the City. The total project spend was \$6,442,987.03.

RECOMMENDATION: It is recommended that the attached Capital Project Ordinance for the Police Evidence Room and Fire Department Renovation (G1106) be amended for \$5,661.

Date: 12/10/23



Catherine F. Gwynn, Finance Director

Date: 12/12/23



Timothy Salmon, City Manager



ORDINANCE NO. 2023- 72

AN ORDINANCE AMENDING THE POLICE EVIDENCE ROOM & FIRE  
DEPARTMENT RENOVATION CAPITAL PROJECT FUND (G1106)

**WHEREAS**, the City Council for the City of Goldsboro established the Police Evidence Room & Fire Department Renovation Capital Project Fund on October 1, 2018 to administer construction and renovation of the Police evidence room and fire department renovations funded by an installment loan in the amount of \$5,300,000; and

**WHEREAS**, it is necessary to fund additional expenditures for the replacement of the boiler system at the Police department ; and this will be funded with a transfer from the General Fund; and

**WHEREAS**, it is necessary to correct investment interest and professional fees to reflect final amounts received or expended so that the project may be closed; and

**WHEREAS**, this fund shall be closed once all sales tax reimbursements have been received.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Goldsboro, North Carolina, that the following capital project fund is hereby amended:

Section 1: The following amounts are appropriated for the Project:

Police Evidence Room & Fire Department Renovation Capital Project Fund (G1106)

	<u>Current Budget</u>	<u>Amended Budget</u>	<u>Increase (Decrease)</u>
Revenues:			
Loan Proceeds	\$5,300,000.00	\$5,300,000.00	\$ -
Transfer from the General Fund	806,664.00	812,328.04	5,664.04
Investment Interest	115,662.00	115,658.99	(3.01)
Miscellaneous Revenue-Bid Bond Settlement	195,000.00	195,000.00	-
Total Revenues	<u>\$6,417,326.00</u>	<u>\$6,422,987.03</u>	<u>\$ 5,661.03</u>
Expenditures:			
Construction-Police Evidence & Fire Dept. Renov.	\$5,953,926.00	\$5,959,695.74	\$ 5,769.74
Professional Fees - Architect	463,400.00	463,291.29	(108.71)
Total Expenditures	<u>\$6,417,326.00</u>	<u>\$6,422,987.03</u>	<u>\$ 5,661.03</u>

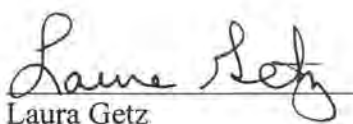
Section 2: The project fund will be closed upon final receipt of sales and use tax reimbursement.

Section 3: Copies of this Capital Project Ordinance shall be furnished by the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in closing out the Project.

This Ordinance shall be in full force and effect from and after the 18<sup>th</sup> day of December, 2023.

  
Charles Gaylor, IV  
Mayor

Attested by:

  
Laura Getz  
City Clerk



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

SUBJECT: Operating Budget Amendment FY23-24

BACKGROUND: Council adopted the FY23-24 annual operating budget on June 20, 2023.

DISCUSSION: **City Manager (1012) and Planning (3151) General Fund**

Due to a staffing shortage in Planning, the City Manager authorized the City Clerk and Deputy Clerk to assist with administrative tasks in Planning until new staff could be onboarded. The cost of salaries and benefits incurred during this time totaled \$937.50 approximately. The Manager has requested a transfer from a vacant Planning position to cover the additional unanticipated salary cost for the Deputy City Clerk and Clerk due to the additional duties assumed.

**Information Technology (1030) General Fund**

Mr. Scott Williams, IT Director, discussed the need for the chiller rental at the 10/2 council meeting. As discussed, the rental was not anticipated or budgeted in FY24. Funds must be appropriated for the rental of the Chiller from October, 2023 until June, 2024 with an initial cost of \$33,347 and then \$18,579 per month for a total of \$181,979. Mr. Williams will budget any anticipated rental costs for FY25 when preparing the FY25 departmental requests. This will be funded with an appropriation of Fund Balance in the General Fund.

**Police (6121), Fire (5120), and Transfers (8101) General Fund**

October, 2018, Council authorized the establishment of a capital project fund for the Police evidence room and Fire station renovations which was funded with a loan from Zions Bank. The project was substantially complete in the fall of 2020, however there was some funding that was left in the project that was supposed to be used for new furnishings for police and fire, security system components, and to move a modular trailer from the Fire department. However, the building was having issues with leaking, HVAC related to the boiler and chiller, and multiple other problems. With these issues arising, funds were not used for the furnishings, but held to cover some of the other major costs being encountered.

In FY23, the Police requested the replacement of the boiler, and it was appropriated in the General Fund. The auditors have requested that I close some of these old projects that are substantially complete. In order to accomplish the close, we will be funding the Police boiler replacement from the project fund (G1106), which will require a transfer from the General Fund of \$5,664.04. There are some current expenses related to the discovery of some mold issues at the Police and Fire Complex that are more appropriately classified as a General Fund operating expense. The total of these expenses will be approximately \$14,100. There is also a prior year purchase order (2020) for Brady Integrated Securities for incomplete portions of the security system at the Complex totaling \$20,968.62, however, there has been no firm date on the installation of the components. These appropriations totaling \$40,732.66 will be funded with a reduction in HVAC costs in the Police budget. The remaining funds in the HVAC costs line item can be used if necessary for any additional costs for the remediation or repair of the building.

**Parks and Recreation (7460) General Fund**

At the December 4, 2023 meeting, Council approved the replastering of Mina Weil pool for a total of \$95,000.00. This will be funded with an appropriation of fund balance in the General Fund.

**Debt Service (8111) General Fund**

Effective for FY22, the Governmental Accounting Standards Board implemented GASB 87, Leases. The intent was to “increase the usefulness of governments’ financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset.” As part of the standard, the City must recognize the purchase of the capital asset in full and the revenue source is an “other financing source”. This occurs at the modified accrual level, which means that the item must be budgeted, and in order to avoid a statutory budget violation, the expenditure must be appropriated in full and funded by an “other financing source”.

The City entered into a 60 month lease of 2 copiers with J&M Executive Leasing in November, 2023 for the Police department and Public Works Building and Grounds Division. An appropriation for the purchase of the capital assets in the amount of \$4,440 and \$4,200 for each department is included as an expenditure appropriation, and this will be funded with Other Financing Sources (GASB 87).

**Sale of Land General Fund**

City Council approved the sale of right of way to the NC Department of Transportation for the U-4753 project on resolution 2023-59. The City closed on the transaction and received \$75,325 for Pin #3610546722 and \$161,650 for Pin #3610446826. These funds are appropriated as sale of land revenue, and it is recommended to reduce appropriated fund balance in the General Fund.

**Analysis of Appropriated Fund Balance – General Fund**

<b>Date</b>	<b>Description</b>	<b>Adopted</b>
6/20/2023	Ord 2023-43 FY23-24 Adopted Budget	\$ 1,500,000.00
8/7/2023	FY22-23 Purchase Order Rollovers	2,063,324.43
8/7/2023	Balance of trash compactor for Solid Waste	119,000.00
10/2/2023	Rebuilding Broken Places NPO	13,616.00
10/16/2023	Resurfacing Project FY24	154,700.00
11/6/2023	Housing Authority of Goldsboro - fund Tsunami cameras	63,016.00
11/6/2023	Chiller for City Hall	391,300.00
11/6/2023	HVAC replacement at Goldsboro Event Center	19,900.00
Current Year Appropriations		<u>\$ 4,324,856.43</u>
12/18/2023	Rental Chiller for City Hall	\$ 181,979.00
12/18/2023	Replastering Mina Weil Pool	95,000.00
12/18/2023	Right of Way sold NCDOT U-4753	(236,975.00)
Proposed		<u>\$ 40,004.00</u>
Current Year with Proposed		<u><u>\$ 4,364,860.43</u></u>



**Shared Services and Transfer (8101) Utility Fund**

An additional transfer is necessary in order to close the Sewer Rehabilitation SRP-W-17-0110 (S1103) project fund in the amount of \$24,702. The project has been completed and all reimbursements from NCDEQ have been received. The City must fund the final ineligible engineering costs for the project. This will be funded with a reduction in contingency in the Utility Fund.

**Analysis of Contingency – Utility Fund**

<b>Date</b>	<b>Description</b>	<b>Adopted</b>
6/20/2023	Ord 2023-43 FY23-24 Adopted Budget	\$ 392,224.49
	Current Year Appropriations	<u>\$ 392,224.49</u>
12/18/2023	Transfer to close S1103 Sewer Rehab	\$ (24,702.00)
	Proposed	<u>\$ (24,702.00)</u>
	Proposed Ending Balance - Contingency General Fund	<u><u>\$ 367,522.49</u></u>

**RECOMMENDATION:**

It is recommended that the City Council, by motion:

1. Adopt the attached ordinance to amend the FY23-24 Operating Budget for the General Fund and Utility Fund.

Date: 12/10/23

  
Catherine F. Gwynn, Finance Director

Date: 12/12/23

  
Timothy Salmon, City Manager

# ORDINANCE NO. 2023 - 73

## AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE CITY OF GOLDSBORO FOR THE 2023-24 FISCAL YEAR

**WHEREAS**, the City Council of the City of Goldsboro adopted the FY2023-24 Annual Operating Budget on June 20, 2023; and

**WHEREAS**, amendments may become necessary as circumstances arise, and it is necessary to amend the General Fund and the Utility Fund; and

**WHEREAS**, it is necessary to appropriate funds in the City Manager department in the General Fund to fund salaries and benefits for additional duties assumed to assist the Planning department during a staffing shortage, and this will be funded with a reduction in salaries from a vacant Planning position; and

**WHEREAS**, it is necessary to appropriate funds in the Information Technology department in the General Fund for rental expenses for a chiller for City Hall, and this will be funded with an appropriation of fund balance in the General Fund; and

**WHEREAS**, it is necessary to appropriate funds in the Police department, Fire department, and Transfers division in the General Fund for expenses related to the security system at the Police and Fire Complex, expenses related to mold remediation and testing, and a transfer to the capital project fund for the Police and Fire Complex to close the project, and this will be funded with a reduction of HVAC costs in the Police department; and

**WHEREAS**, it is necessary to appropriate funds in the Parks and Recreation department in the General Fund for expenses related to replastering Mina Weil pool, and this will be funded with an appropriation of fund balance in the General Fund; and

**WHEREAS**, it is necessary to appropriate funds in Debt Service in the General Fund for expenses related to the acquisition of two copiers in Police and Public Works under a GASB 87 lease, and this will be funded with an appropriation of other financing sources in the General Fund; and

**WHEREAS**, it is necessary to appropriate proceeds from the sale of right of way to the North Carolina Department of Transportation for the U-4753 project, and the revenue proceeds will be used to reduce appropriated fund balance in the General Fund; and

**WHEREAS**, it is necessary to appropriate funds in Shared Services and Transfers in the Utility Fund for an additional transfer needed to close the Sewer Rehabilitation SRP-W-17-0110 (\$1103), and this will be funded with a reduction in contingency in the Utility Fund.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Goldsboro, North Carolina, that the General Fund and Utility Fund be amended as follows:

<b>GENERAL FUND</b>	<b>Current</b>	<b>Amended</b>	<b>Difference</b>
FY23-24 Amended Adopted Budget 6/20/23	\$ 563,928.10	\$ 563,928.10	\$ -
Salaries & Benefits	310,194.08	311,131.58	937.50
Total Expend. - City Manager	\$ 874,122.18	\$ 875,059.68	\$ 937.50
<b>Information Technology (1030)</b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 3,357,329.36	\$ 3,357,329.36	\$ -
Equipment Rent	-	181,979.00	181,979.00
Total Expend. - Information Tech.	\$ 3,357,329.36	\$ 3,539,308.36	\$ 181,979.00
<b>Planning (3151)</b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 1,166,032.33	\$ 1,166,032.33	\$ -
Salaries & Benefits	216,147.99	215,210.49	(937.50)
Total Expend. - Planning	\$ 1,382,180.32	\$ 1,381,242.82	\$ (937.50)
<b>Parks and Recreation (7460)</b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 3,684,528.59	\$ 3,684,528.59	\$ -
Outdoor Pool Repair	-	95,000.00	95,000.00
Total Expend. - Parks and Recreation	\$ 3,684,528.59	\$ 3,779,528.59	\$ 95,000.00

<u>GENERAL FUND</u>	<u>Current</u>	<u>Amended</u>	<u>Difference</u>
<b><u>Fire (5120)</u></b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 7,689,253.30	\$ 7,689,253.30	\$ -
Building Maintenance	26,150.00	37,750.00	11,600.00
Total Expend. - Fire	\$ 7,715,403.30	\$ 7,727,003.30	\$ 11,600.00
<b><u>Police (6121)</u></b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 11,312,496.21	\$ 11,312,496.21	\$ -
Building Maintenance	20,350.00	22,850.00	2,500.00
HVAC	99,469.06	58,736.40	(40,732.66)
Security System	-	20,968.62	20,968.62
Total Expend. - Police	\$ 11,432,315.27	\$ 11,415,051.23	\$ (17,264.04)
<b><u>Transfers (8101)</u></b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 2,720.60	\$ 2,720.60	\$ -
Transfer to Capital Project Fund	396,000.00	401,664.04	5,664.04
Total Expend. - Transfers	\$ 398,720.60	\$ 404,384.64	\$ 5,664.04
<b><u>Debt Service (8111)</u></b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 4,271,500.00	\$ 4,271,500.00	\$ -
Initial Direct Cost (GASB 87)	-	8,640.00	8,640.00
Total Expend. - Debt Service	\$ 4,271,500.00	\$ 4,280,140.00	\$ 8,640.00
All Other Expenditures	\$ 50,751,206.68	\$ 50,751,206.68	\$ -
Total Expenditures - General Fund	\$ 52,491,373.23	\$ 52,776,992.23	\$ 285,619.00

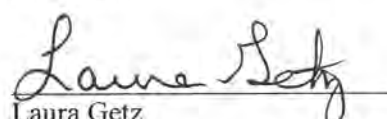
<u>GENERAL FUND</u>	<u>Current</u>	<u>Amended</u>	<u>Difference</u>
<b><u>Revenues</u></b>			
Tax Revenues	\$ 19,335,688.00	\$ 19,335,688.00	
Licenses and Permits	422,350.00	422,350.00	
Revenue from Other Agencies	16,427,501.00	16,427,501.00	
Charges for Services	6,110,922.00	6,110,922.00	
Capital Returns	2,119,941.80	2,365,556.80	245,615.00
Miscellaneous Revenue	59,700.00	59,700.00	
Shared Services	3,690,414.00	3,690,414.00	
Appropriated Fund Balance	4,324,856.43	4,364,860.43	40,004.00
Total Revenues - General Fund	\$ 52,491,373.23	\$ 52,776,992.23	\$ 285,619.00

<u>UTILITY FUND</u>	<u>Current</u>	<u>Amended</u>	<u>Difference</u>
<b><u>Transfers (8101)</u></b>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 4,010,481.00	\$ 4,010,481.00	\$ -
Contingency	392,224.49	367,522.49	(24,702.00)
Transfers to Capital Projects	2,061,597.00	2,086,299.00	24,702.00
Total Expend. - Transfers	\$ 6,464,302.49	\$ 6,464,302.49	\$ -
All Other Expenditures	\$ 20,435,598.87	\$ 20,435,598.87	\$ -
Total Expenditures - Utility Fund	\$ 26,899,901.36	\$ 26,899,901.36	\$ -

<b><u>Revenues</u></b>			
Revenue from Other Agencies	\$ -	\$ -	
Charges for Services	23,040,600.00	23,040,600.00	
Capital Returns	201,921.00	201,921.00	
Miscellaneous Revenue	517,072.00	517,072.00	
Shared Services & Transfers	100,000.00	100,000.00	
Fund Balance	3,040,308.36	3,040,308.36	-
Total Revenues - Utility Fund	\$ 26,899,901.36	\$ 26,899,901.36	\$ -

This Ordinance shall be in full force and effect from and after this 18<sup>th</sup> day of December, 2023.

ATTEST:

  
 Laura Getz  
 City Clerk



  
 Charles Gayler, IV  
 Mayor



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

**SUBJECT:** Award Final Upset Bid for E. Spruce and 706 E. Spruce Street

**BACKGROUND:** Council authorized the staff to advertise for upset bid (G.S. 160A-266 and 160A-269) at the October 16, 2023 meeting. Staff advertised and received a total of two upset bids through November 14, 2023.

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

E. Spruce Street and 706 E. Spruce Street

Offeror: Tammy Perkins

Offer: \$4,594.25

Bid Deposit: \$229.71

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a money order. The original offer was \$3,950.00 from Terrance A. Bynum, and the final upset bid amount was \$4,594.25. The upset bid amount was a minimum of \$4,197.50 which is 10% of the first \$1,000.00 and 5% after the first \$1,000.00, so the final upset bid of \$4,594.25 was satisfactory. There were no further bids received when the final upset period ended on November 14<sup>th</sup>.

Parcel #: 51001, 51002

Pin #: 3509148035 (E. Spruce)

3509148085 (706 E. Spruce)

Combined Tax Value: \$3,770.00

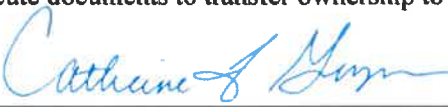
Zoning: R-6

Planning has confirmed that both lots are non-conforming. It is the recommendation of staff to sell both lots together, and require the winning bidder to combine the lots into one lot upon recording of the deed.

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

1. Adopt the attached resolution to accept upset bid offer on E. Spruce and 706 E. Spruce St. to Tammy Perkins so that staff may request consensus from Wayne County Board of Commissioners and authorize city officials to execute documents to transfer ownership to the high bidder.

Date: 12/11/23

  
Catherine F. Gwynn, Finance Director

Date: 12/12/23

  
Timothy Salmon, City Manager

RESOLUTION NO. 2023- 95

**RESOLUTION AUTHORIZING AWARD AND FINAL SALE OF REAL PROPERTY**

**WHEREAS**, the City of Goldsboro and County of Wayne jointly own certain real property at E. Spruce Street (Pin #3509148035) and 706 E. Spruce Street (Pin #3509148085); and

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

**WHEREAS**, the City has received an upset bid offer to purchase the property described above, in the amount of \$4,594.25 (Four Thousand Five Hundred Ninety Four Dollars and 25/100) submitted by Tammy Perkins (Offeror); and

**WHEREAS**, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of \$229.71 (Two Hundred Twenty Nine Dollars and 71/100).

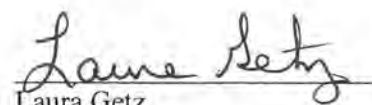
**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Goldsboro, North Carolina, that:

- 1) The City Council declares this property as surplus.
- 2) The City Council authorizes the sale of the property described above through North Carolina General Statute § 160A-269.
- 3) The City Council accepts the final upset bid offer as stated.
- 4) City officials shall seek approval of the final sale from the Wayne County Board of Commissioners.
- 5) City Council further authorizes and empowers City officials to execute the instruments necessary to convey the property to the Offeror after concurrence from the Wayne County Board of Commissioners.
- 6) The City reserves the right to withdraw the property from sale at any time before ownership is transferred and recorded.
- 7) The terms of the final sale are:
- 8) The deed shall combine both parcels E. Spruce Street (Pin #3509148035) and 706 E. Spruce Street (Pin #3509148085) into one lot as a condition of this sale.
- 9) Buyer must pay with cash at the time of closing.
- 10) Buyer must pay closing costs.

This resolution shall be in full force and effect from and after this 18<sup>th</sup> day of December, 2023.

  
Charles Gaylor, IV  
Mayor

Attested by:

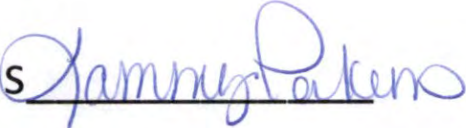
  
Laura Getz  
City Clerk



Tammy Perkins

Bidding on 706 E spruce st Goldsboro nc

Pin#3509148085

Tammy Perkins 

Upset Bid of \$4594.25

Check in amount of \$229.71

Address For Tammy Perkins

218 B Brewington dr Dudley Nc 28333





UNITED STATES  
POSTAL SERVICE®

# POSTAL MONEY ORDER

Serial Number

28925261651

Year: Month: Day:

2023-10-31

Post Office

27380

U.S. Dollars and Cents

\$229.71

Two Hundred Twenty Nine Dollars and 71/100 \*\*\*\*\*

Amount

Pay to

The City of Goldsboro

Clerk

21

Address

200 N Center St

Goldsboro NC

From

Tammy Perkins

Address

218 B. Brewington Dr

Memo

706 Esplanade St

Dudley NC 28333

350914 8085

SEE REVERSE WARNING • NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS

⑈000008002⑈

28925261651⑈



# 706 E Spruce St.





WAYNE COUNTY

CITY OF GOLDSBORO

WAYNE COUNTY

Return/Appeal Notes: Parcel: 3509148035

9/15/2023 11:57:10 AM

E SPRUCE ST

75254500

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

CARD NO. 1 of 1

PLAT: / UNIQ ID 51001

ID NO: 12000004004002

Reval Year: 2019 Tax Year: 2023 LT 1-7 BLK J GULLEY SURV

1.0000 LT

SRC=

Appraised by 60 on 01403 SOUTHSIDE

TW-12

CI-01 FR-00 EX-2 AT-

LAST ACTION 20180510

CONSTRUCTION DETAIL

TOTAL POINT VALUE

BUILDING ADJUSTMENTS

TOTAL ADJUSTMENT FACTOR

TOTAL QUALITY INDEX

MARKET VALUE

USE

MOD

Eff. Area

QUAL

BASE RATE

RCN

EYB

AYB

DEPRECIATION

% GOOD

TYPE: SINGLE FAMILY RESIDENTIAL

STYLE:

CORRELATION OF VALUE

CREDENCE TO

DEPR. BUILDING VALUE - CARD

DEPR. OB/XF VALUE - CARD

MARKET LAND VALUE - CARD

TOTAL MARKET VALUE - CARD

TOTAL APPRAISED VALUE - CARD

TOTAL APPRAISED VALUE - PARCEL

TOTAL PRESENT USE VALUE - PARCEL

TOTAL VALUE DEFERRED - PARCEL

TOTAL TAXABLE VALUE - PARCEL \$

PRIOR

BUILDING VALUE

OBXF VALUE

LAND VALUE

PRESENT USE VALUE

DEFERRED VALUE

TOTAL VALUE

PERMIT

CODE

DATE

NOTE

NUMBER

AMOUNT

ROUT: WTRSHD:

SALES DATA

OFF. RECORD

BOOK

PAGE

DATE

MO

YR

DEED TYPE

Q

U

V

I

INDICATE SALES PRICE

HEATED AREA

NOTES

SUBAREA

TYPE

GS AREA

%

RPL CS

CODE

QUALITY

DESCRIPTION

COUNT

LT

WTH

UNITS

UNIT PRICE

ORIG % COND

BLDG#

SIZE FACT

AYB

EYB

ANN DEP RATE

OVR

% COND

OB/XF DEPR. VALUE

FIREPLACE

SUBAREA

TOTALS

TOTAL OB/XF VALUE

BUILDING DIMENSIONS

LAND INFORMATION

HIGHEST AND BEST USE

USE CODE

LOCAL ZONING

FRONTAGE

DEPTH

DEPTH / SIZE

LND MOD

COND FACT

OTHER ADJUSTMENTS AND NOTES

ROAD TYPE

LAND UNIT PRICE

TOTAL LAND UNITS

UNT TYP

TOTAL ADJUST

ADJUSTED UNIT PRICE

LAND VALUE

OVERRIDE VALUE

LAND NOTES

TOTAL MARKET LAND DATA

TOTAL PRESENT USE DATA

WAYNE COUNTY

CITY OF GOLDSBORO

WAYNE COUNTY

706 E SPRUCE ST

75254500

Return/Appeal Notes: Parcel: 3509148085

PLAT: / UNIQ ID 51002

ID NO: 12000004004003

CARD NO. 1 of 1

1.0000 LT

SRC=

TW-12

CI-01 FR-00 EX-2 AT-

LAST ACTION 20180510

Reval Year: 2019 Tax Year: 2023 E SPRUCE ST

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

Appraised by on 01403 SOUTHSIDE

9/15/2023 12:02:03 PM

CONSTRUCTION DETAIL		MARKET VALUE						DEPRECIATION				CORRELATION OF VALUE									
TOTAL POINT VALUE		USE	MOD	Eff. Area	QUAL	BASE RATE	RCN	EYB	AYB	CREDENCE TO											
BUILDING ADJUSTMENTS		01	00							% GOOD											
TOTAL ADJUSTMENT FACTOR		TYPE: SINGLE FAMILY RESIDENTIAL																			
TOTAL QUALITY INDEX		STYLE:																			
		DEPR. BUILDING VALUE - CARD																			
		DEPR. OB/XF VALUE - CARD																			
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SUBAREA		CODE	QUALITY	DESCRIPTION	COUNT	LTH	WTH	UNITS	UNIT PRICE	ORIG % COND	BLDG#	SIZE FACT	AYB	EYB	ANN DEP RATE	OVR	% COND	OB/XF DEPR. VALUE
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FIREPLACE																		
SUBAREA																		
TOTALS																		

BUILDING DIMENSIONS

LAND INFORMATION

HIGHEST AND BEST USE	USE CODE	LOCAL ZONING	FRON TAGE	DEPTH	DEPTH / SIZE	LND MOD	COND FACT	OTHER ADJUSTMENTS AND NOTES				ROAD TYPE	LAND UNIT PRICE	TOTAL LAND UNITS	UNT TYP	TOTAL ADJST	ADJUSTED UNIT PRICE	LAND VALUE	OVERRIDE VALUE	LAND NOTES
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TOTAL MARKET LAND DATA

TOTAL PRESENT USE DATA

2,500

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

**SUBJECT:** Award Final Upset Bid for 717 Devereaux Street to Terrance A. Bynum

**BACKGROUND:** Council authorized the staff to advertise for upset bids (G.S. 160A-266 and 160A-269) at the October 2, 2023 meeting. Staff advertised and received a total of two upset bids through November 14, 2023.

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

717 Devereaux St.  
Offeror: Terrance A. Bynum  
Offer: \$4,500.00  
Bid Deposit: \$225.00  
Pin #: 3509014848                      Parcel: 50151  
Tax Value: \$3,610.00                      Zoning: R-6

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a money order. The original offer was \$3,700.00 from Mr. Terrance Bynum, and the final upset bid amount was \$4,500.00. The upset bid amount was a minimum of \$4,355.00 which is 10% of the first \$1,000.00 and 5% after the first \$1,000.00, so the final upset bid of \$4,500.00 was satisfactory. There were no further bids received when the final upset period ended on November 14<sup>th</sup>.

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

1. Adopt the attached resolution to accept upset bid offer on 717 Devereaux St. to Terrance A. Bynum so city officials may execute documents to transfer ownership to the high bidder.

Date: 12/11/23

  
\_\_\_\_\_  
Catherine F. Gwynn, Finance Director

Date: 12/12/23

  
\_\_\_\_\_  
Timothy Salmon, City Manager

RESOLUTION NO. 2023- 96

RESOLUTION AUTHORIZING AWARD AND FINAL SALE OF REAL PROPERTY

WHEREAS, the City of Goldsboro owns certain real property at 717 Devereaux Street (Pin #3509014848); and

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

WHEREAS, the City has received an upset bid offer to purchase the property described above, in the amount of \$4,500.00 (Four Thousand Five Hundred Dollars and no/100) submitted by Terrance A. Bynum (Offeror); and

WHEREAS, there were no other upset bids received in the subsequent upset bid period; and

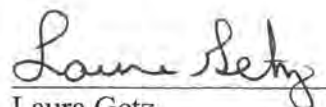
WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of \$225.00 (Two Hundred Twenty Five Dollars and No/100).

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

- 1) The City Council declares this property as surplus.
- 2) The City Council authorizes the sale of the property described above through North Carolina General Statute § 160A-269.
- 3) The City Council accepts the final upset bid offer as stated.
- 4) City Council further authorizes and empowers City officials to execute the instruments necessary to convey the property to the Offeror.
- 5) The City reserves the right to withdraw the property from sale at any time before ownership is transferred and recorded.
- 6) The terms of the final sale are:
  - a) Buyer must pay with cash at the time of closing.
  - b) Buyer must pay closing costs.

This resolution shall be in full force and effect from and after this 18<sup>th</sup> day of December, 2023.

Attested by:

  
Laura Getz  
City Clerk



  
Charles Gaylor, IV

I, Terrance A. Bynum would like to offer the

City of Goldsboro the sum of 4500.<sup>00</sup> for the purchase of property

at the following location:

Parcel: 350914848

Street: 717 Devereaux St.

Signed:

Terrance A. Bynum

Date:

10/26/2023

Name Terrance A. Bynum

Address: 5601 Roanoke Ave.

Newport News, VA 23605

Phone: 346-277-2425

Email: Terranceb7@gmail.com

Amount of Bid Deposit: \$225.<sup>00</sup>



UNITED STATES  
POSTAL SERVICE®

# POSTAL MONEY ORDER

Serial Number

29117956263

Year Month Day  
2023-10-26

Post Office  
236701

U.S. Dollars and Cents

\$225.00

Two Hundred Twenty Five Dollars and 00/100 \*\*\*\*\*

Amount

City of  
Pay to Goldshoro

Clerk

96

Address

PO Drawer A  
Goldshoro, NC 27530



From

Terrance Bynum

Address

5601 Roanoke Ave

Method

Parcel # 350914848

Newport News, VA 23605

SEE REVERSE WARNING • NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS

⑈000008002⑈

29117956263⑈



717 Devereaux St.





## WAYNE COUNTY

## CITY OF GOLDSBORO

717 DEVEREAUX ST  
76121320

Return/Appeal Notes: Parcel: 3509014848

PLAT: /UNIQ ID 50151

ID NO: 12000016001003

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

CARD NO. 1 of 1

1.0000 LT

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Reval Year: 2019 Tax Year: 2023 717 DEVEREAUX ST

Appraised by 60 on 01501 DIXIE TRAIL

TW-12

CI-01 FR-00 EX-5 AT-

LAST ACTION 20170729

CONSTRUCTION DETAIL		MARKET VALUE				DEPRECIATION				CORRELATION OF VALUE																													
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TOTAL PRESENT USE DATA																																							

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

**On Hold Until January 2024**

**SUBJECT:** Amend Contract for Audit Services for Fiscal Year Ending June 30, 2022

**BACKGROUND:** City Council approved the audit contract for FY2022 on March 6, 2023, after the FY2021 audit was completed.

**DISCUSSION:** The financial audit has been completed and issued. The auditors have requested a final amendment in order to close out this engagement, and the Local Government Commission requires the Council approve all extensions of time.

The base fee was \$54,800, and the final modified fee will be \$118,000. The engagement called for billing at 90% of standard rates for hours in excess of 310 hours. The final billing includes an additional 20% discount for the 265 hours incurred in excess of the 310 hours. There is sufficient budget remaining in audit fees. A copy of the proposed amended contract is attached.

**RECOMMENDATION:** Council approve the attached resolution to amend the contract for the auditing services for the Fiscal Year ending June 30, 2022 to Forvis, LLP for the completion date of December 18, 2023 and the modified fee of \$118,000.

Date: 12/11/23

  
Catherine F. Gwynn, Finance Director

Date: 12/12/23

  
Timothy Salmon, City Manager

**RESOLUTION NO. 2023-**

**A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE  
A CONTRACT AMENDMENT NO. 1 BETWEEN THE CITY OF GOLDSBORO AND  
FORVIS, LLP FOR THE EXTENSION OF THE AUDIT OF CITY'S ACCOUNTS  
FOR THE FISCAL YEAR ENDING JUNE 30, 2022**

**WHEREAS**, Council authorized the City to enter into a contract with Forvis, LLP on March 6, 2023 for the audit of the City's accounts for the year ending June 30, 2022; and

**WHEREAS**, there have been delays in finalizing the audit beyond the Local Government Commissions due date, and additional time was needed to complete the audit; and

**WHEREAS**, it is requested that an extension be granted until December 18, 2023 and the modified fee of \$118,000.

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

1. The City of Goldsboro authorizes the Mayor and City Clerk to execute an amendment to the contract for an extension of time to complete the audit until December 18, 2023 and a modified fee of \$118,000.
2. This resolution shall be in full force and effect from and after the 18<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Charles Gaylor, IV  
Mayor

Attested by:

\_\_\_\_\_  
Laura Getz  
City Clerk

Whereas	Primary Government Unit
and	Discretely Presented Component Unit (DPCU) (if applicable)
and	Auditor

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for Fiscal Year Ending  and originally to be submitted to the LGC on Date

hereby agree that it is now necessary that the contract be modified as follows.

Modification to date submitted to LGC

Original date

Modified date

Modification to fee

Original fee

Modified fee

Primary Other  
(choose 1)(choose 0-2)

#### Reason(s) for Contract Amendment

Change in scope  
 Issue with unit staff/turnover  
 Issue with auditor staff/workload  
 Third-party financial statements not prepared by agreed-upon date  
 Unit did not have bank reconciliations complete for the audit period  
 Unit did not have reconciliations between subsidiary ledgers and general ledger complete  
 Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger  
 Unit did not have information required for audit complete by the agreed-upon time  
 Delay in component unit reports  
 Software - implementation issue  
 Software - system failure  
 Software - ransomware/cyberattack  
 Natural or other disaster  
 Other (please explain)

#### Plan to Prevent Future Late Submissions

If the amendment is submitted to modify the date the audit will be submitted to the LGC, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Audits are due to the LGC four months after fiscal year end. Indicate NA if this is an amendment due to a change in cost only.

#### Additional Information

Please provide any additional explanation or details regarding the contract modification.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

**SIGNATURE PAGE****AUDIT FIRM**

Audit Firm*	
Authorized Firm Representative* (typed or printed)	Signature*
Date*	Email Address

**GOVERNMENTAL UNIT**

Governmental Unit*	
Date Primary Government Unit Governing Board Approved <b>Amended</b> Audit Contract* (If required by governing board policy)	
Mayor/Chairperson* (typed or printed)	Signature*
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

**GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE****\*ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT\****(Pre-audit certificate not required for hospitals)*

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

*This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.*

Primary Governmental Unit Finance Officer*	Signature*
Date of Pre-Audit Certificate*	Email Address*

**SIGNATURE PAGE – DPCU**  
**(complete only if applicable)**

**DISCRETELY PRESENTED COMPONENT UNIT**

DPCU	
Date DPCU Governing Board Approved <b>Amended</b> Audit Contract (If required by governing board policy)	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

**DPCU – PRE-AUDIT CERTIFICATE**  
**\*ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT\***  
*(Pre-audit certificate not required for hospitals)*

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

*This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.*

DPCU Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address



**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING**

**SUBJECT:** Contract Award for Goldsboro MPO Metropolitan Transportation Plan Update

**BACKGROUND:** The City of Goldsboro, acting as the Lead Planning Agency for the Goldsboro Metropolitan Planning Organization (MPO), requested qualifications to assist in the development of the Goldsboro MPO Metropolitan Transportation Plan Update, which is critical to accommodate present and future travel demand in the Goldsboro MPO study area.

Two consultants submitted qualifications to the MPO Selection Committee consisting of: Berry Gray, Wayne County Planning Director; Kenneth Talton, City of Goldsboro Planning Director; Matthew Livingston, City of Goldsboro Assistant City Manager; Scott Walston, North Carolina Department of Transportation Planning Division; Jennifer Collins, North Carolina Department of Transportation Division 4 District 3 Engineer; and Bill Marley, Federal Highway Administration. Upon review, the MPO Selection Committee recommended selection of Kimley-Horn Associates, Inc., of Raleigh, North Carolina.

On November 9, 2023, staff presented the Selection Committee's recommendation to the TCC and TAC for their approval. They recommended and approved the selection of Kimley-Horn for this task.

Staff is working with the consultant and NCDOT to develop a fee proposal not to exceed \$150,000 as allocated within the Goldsboro MPO FY 24 PWP (Planning Work Program).

**DISCUSSION:** The fee proposal for this project has been reviewed and checked for accuracy by the City Planning Department, North Carolina Department of Transportation and City of Goldsboro Finance Director. Sufficient funds are available for this project with 80% of the project being paid for with the use of PL 104 funds.

<b><u>Contract for Consultant Services</u></b>	<b><u>\$150,000</u></b>
<b>City of Goldsboro (20% of \$150,000)</b>	<b>\$30,000</b>
<b>NCDOT PL 104 funds (80% of \$150,000)</b>	<b>\$120,000</b>

**RECOMMENDATION:** It is recommended that the City Council, by motion, adopt the attached Resolution authorizing the City Manager to execute a contract not to exceed \$150,000 with Kimley-Horn, for the Goldsboro MPO Metropolitan Transportation Plan Update subject to approval of the contract by the NC Department of Transportation and the State Office of the Inspector General.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kenny Talton, Planning Director

Date: 12/13/23

\_\_\_\_\_  
Timothy Salmon, City Manager

RESOLUTION NO. 2023 – 97

**RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A CONTRACT  
FOR THE GOLDSBORO MPO METROPOLITAN TRANSPORTATION PLAN UPDATE**

**WHEREAS**, the City Council of the City of Goldsboro, acting as the Lead Planning Agency for the Goldsboro Metropolitan Planning Organization (MPO), has heretofore found it in the public interest to develop a Goldsboro MPO Metropolitan Transportation Plan Update which is critical to accommodate present and future demand in the Goldsboro MPO study area; and

**WHEREAS**, the Technical Coordinating Committee and Transportation Advisory Committee approved Kimley-Horn to develop the study on November 9, 2023; and

**WHEREAS**, the total fee proposal submitted by Kimley-Horn of Raleigh, North Carolina shall not exceed the amount of \$150,000; and

**WHEREAS**, the North Carolina Department of Transportation has agreed to allow the use of PL 104 funds to fund 80% of the contract in the amount not to exceed \$120,000; and

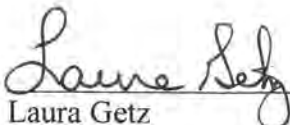
**WHEREAS**, the City of Goldsboro will be responsible for 20% of the contract in the amount not to exceed \$30,000; and

**WHEREAS**, the City Council deems it in the best interest of the City of Goldsboro to accept and award the contract to Kimley-Horn of Raleigh, North Carolina in an amount not to exceed \$150,000 for the Goldsboro MPO Metropolitan Transportation Plan 2050 Update.

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

1. The City Manager is hereby authorized and directed to execute a contract with Kimley-Horn, in an amount not to exceed \$150,000 for the Goldsboro MPO Metropolitan Transportation Plan 2050 Update, subject to approval of the contract by the NC Department of Transportation and the State Office of the Inspector General.
2. This Resolution shall be in full force and effect from and after this 18<sup>th</sup> day of December, 2023.

Attested by:

  
Laura Getz  
City Clerk



  
Charles Gaylor, IV  
Mayor

November 14, 2023

Kenneth K. Talton  
City of Goldsboro  
P.O. Drawer A  
Goldsboro, NC 27530

**Re: Professional Services Agreement for Goldsboro 2050 MTP**

Dear Mr. Talton:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this letter agreement (the "Agreement") to City of Goldsboro ("Client") for providing planning services to develop the 2050 Metropolitan Transportation Plan for the Goldsboro Urban Area Metropolitan Planning Organization.

### **Scope of Services**

The Consultant will provide the services specifically set forth below.

## **TASK 1: PROJECT ADMINISTRATION**

### **1.1 Bi-Weekly Coordination**

The Consultant will prepare for and facilitate bi-weekly progress meetings (virtually) for coordination and review of project status.

### **1.2 Project Schedule**

The Consultant will prepare a draft schedule for specific work tasks, interim and final deliverables, and quality control reviews. The draft will be presented for discussion at the project kick-off meeting. Based on this discussion, the Consultant will make revisions and submit a final project schedule.

### **1.3 Data Needs Memorandum**

The Consultant will create a data needs request memorandum that lists technical data (e.g., GIS data) and applicable documents (e.g., previous plans, local ordinances, approved developments). The Client will be responsible for assembling and transmitting the data to the Consultant. If needed, the Consultant will reach out to resource agency partners to gather current data for use in the planning process.

### **1.4 Progress Statements**

The Consultant will prepare progress statements. Progress statements will be organized by task and provide a bulleted list of recent activities and a percent complete. The progress statements will be included with a copy of each month's invoice.

## TASK 3: BASELINE CONDITIONS ASSESSMENT

### 3.1 Policy, Program, and Document Review

The Consultant will conduct a high-level review of current planning documents, policies, and programs in the study area, including an assessment of the success of the currently adopted MTP. The following MPO and local adopted plans and studies will be considered in the review:

- Goldsboro Urban Area 2045 Metropolitan Transportation Plan Update
- Envision 35 – City of Goldsboro Urbanized Area Comprehensive Plan
- 2015 Goldsboro MPO Bicycle, Pedestrian & Greenway Master Plan
- Ash Street Corridor Study
- Comprehensive Transportation Plan (CTP)
- Public Involvement Plan
- Title VI Plan
- Other local transit plans, small area plans, studies or adopted documents

### 3.2 Existing Transportation Assessment

The Consultant will assess and analyze the existing transportation network, including roadways, intersections and interchanges, sidewalks, bicycle facilities, trails, and transit service. The intent is to understand the quantity and quality of the existing network.

**Roadway.** The assessment of existing roadway conditions will include a review of the results from the Regional Travel Demand Model and their implications for both base year and future year conditions.

No modification of the base year or future year travel demand model is anticipated. Any modifications requested either to the socioeconomic data or traffic analysis zones (TAZs) would be considered additional services.

**Bicycle, Pedestrian, and Transit.** The Consultant will incorporate the existing conditions from the concurrent Bicycle, Pedestrian, and Greenway Plan Update into the MTP process. The Consultant will review existing transit service and any plans, policies, or programs in place and incorporate the relevant elements.

**Freight, Rail, and Aviation.** Based on data made available by the Client, the Consultant will review current freight operations in the region in an effort to identify bottlenecks, breakdowns, and future opportunities.

**Safety and Security.** Through a review of available crash data and conversations with stakeholders, the Consultant will identify safety concerns at the intersection and corridor levels.

**ITS and Transportation Demand Management.** The Consultant will review and document existing conditions and planned improvements to the region's ITS system and Transportation Demand Management procedures (if any).

**Environmental Justice.** The Consultant will leverage readily available data (including the most recent data available from the US Census or readily available state and local data sources) to create a transportation needs index and compare the identified need to historically disadvantaged populations which may include persons of color, low-income households, limited English proficient individuals, persons 65 years of age and older, zero car households, low educational level attainment, and persons with disabilities to identify priority areas. Indicators may include safety, walkability/bikeability, average job

as statewide freight planning efforts. Intermodal connectivity issues that could be inhibiting the highest and best use of the freight network will be noted. The Consultant will examine freight travel patterns on the region's roadways and identify major freight destinations and generators in the study area ahead of recommending freight improvements. Freight recommendations will be folded into the multimodal network development and complemented with policy measures that support more efficient performance in the future.

## **TASK 5: FINANCIAL PLAN AND PERFORMANCE MEASUREMENT**

### **5.1 Project Prioritization**

Following the development of guiding principles, goals, and objectives, the Consultant will develop preliminary project evaluation criteria with the Client and the Steering Committee. Evaluation criteria may consider various sources, including previously developed criteria, data availability, federally required performance measures, North Carolina Strategic Prioritization (SPOT) criteria, spatial distribution, and priorities communicated by staff and Committee members. Evaluation criteria will be used in the prioritization of project recommendations. The Consultant will work with the Client to determine which modes will require the development of evaluation criteria for prioritization purposes. Evaluation criteria will be identified not only by their applicability to the planning process, but also based on the availability of data and the ability of the Client to maintain the process following the conclusion of the MTP. The Consultant will apply the evaluation criteria and determine weighting factors to arrive at a prioritized list of projects for the modes identified for inclusion.

### **5.2 Performance Measure Documentation**

The Consultant will coordinate with NCDOT and FHWA to determine the appropriate content for inclusion in the MTP relative to MPO performance measures. It is the assumption of this scope that data (e.g., crash frequency, severity, pavement quality, etc.) needed to reflect the MPO's performance will be provided by NCDOT. Any data acquisition or analysis requested of the Consultant will be considered an additional service. The MPO's performance measures will be included as part of the plan documentation. These performance measures will reflect only existing conditions.

### **5.3 Probable Cost Opinions**

The Consultant will develop planning level cost opinions for recommendations in each mode based on constructability, environmental and social characteristics/mitigation, and the proposed cross-section. The level of detail used in the preparation of the cost opinions will depend on the availability of data, and data sources will be approved by the Client prior to their use and documented by the Consultant. Planning level construction cost opinions for recommended roadway, bicycle, and pedestrian improvements will be prepared using unit cost information (provided by the Client, NCDOT, or estimated from geographically similar areas) developed for the applicable transportation elements. The Consultant will provide an opinion of cost percentages relative to engineering, design, and right-of-way provisions. Right-of-way percentages will be assessed using opinions of low, medium, and high values. This process will be generated in spreadsheet form, with the spreadsheet provided to the Client for use in future efforts. Coordination with the Client and NCDOT will occur to provide consistency and accuracy in the estimates.

Any opinions the Consultant renders as to cost or revenue are preliminary and based on currently available information and the limited scope of services. The Consultant cannot and does not guarantee that proposals, bids, or actual costs will not vary from its opinions of cost. Actual costs of construction and actual revenue will differ from any projections made at this time.



**Additional Services**

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates.

**Schedule**

We will provide our services as expeditiously as practicable with the goal of meeting a timeline of September 2024 for the completion of the Metropolitan Transportation Plan and an October 2024 adoption in alignment with the Federal deadline.

**Fee and Expenses**

Kimley-Horn will perform the services in Tasks 1 - 6 for the total lump sum fee below. All permitting, application, and similar project fees will be paid directly by the Client.

<b>Total Lump Sum Fee</b>	<b>\$ 149,872.77</b>
---------------------------	----------------------

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.



City of Goldsboro

SIGNED: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

Client's Federal Tax ID: \_\_\_\_\_

Client's Business License No.: \_\_\_\_\_

Client's Street Address: \_\_\_\_\_  
\_\_\_\_\_

Attachment – Request for Information

Attachment – Standard Provisions

Attachment – Contract Provisions for Non-Federal Entity Contracts under Federal Awards

Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by Kimley-Horn, the hardcopy shall govern.

- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the terms of the Software License Agreement set forth at <https://www.kimley-horn.com/khts-software-license-agreement> ("the License Agreement") which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by Kimley-Horn under this Agreement or \$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.
- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 13) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.

**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING**

**SUBJECT:** Contract Award for Goldsboro MPO Bicycle, Pedestrian, and Greenway Plan Update

**BACKGROUND:** The City of Goldsboro, acting as the Lead Planning Agency for the Goldsboro Metropolitan Planning Organization (MPO), requested qualifications to assist in the update of the 2015 Goldsboro MPO Bicycle, Pedestrian, and Greenway Plan, which will update reflected growth and future needs as it relates to greenways, sidewalks, bike routes and multi-use trails within the Goldsboro Urban Area.

Two consultants submitted qualifications to the MPO Selection Committee consisting of: Berry Gray, Wayne County Planning Director; Kenneth Talton, City of Goldsboro Planning Director; Matthew Livingston, City of Goldsboro Assistant City Manager; Scott Walston, North Carolina Department of Transportation Planning Division; Jennifer Collins, North Carolina Department of Transportation Division 4 District 3 Engineer; and Bill Marley, Federal Highway Administration. Upon review, the MPO Selection Committee recommended selection of Kimley-Horn Associates, Inc., of Raleigh, North Carolina.

The Selection Committee felt no need to conduct interviews. Kimley-Horn along with subconsultant, Alta Planning + Design, have built a team of experienced professionals with extensive experience in greenway, bicycle, and pedestrian planning services.

On November 9, 2023, staff presented the Selection Committee's recommendation to the TCC and TAC for their approval. They recommended and approved the selection of Kimley-Horn for this task.

Staff worked with the consultant and NCDOT to develop a fee proposal not to exceed \$200,000 as allocated and identified as SPR funds within the Goldsboro MPO FY 24 PWP (Planning Work Program).

**DISCUSSION:** The fee proposal for this project has been reviewed and checked for accuracy by the Planning Department, North Carolina Department of Transportation, and City of Goldsboro Finance Director. Sufficient funds are available for this project with 95% of the project being paid for with the use of State Planning and Research (SPR) Funds which

were applied for and awarded to the Goldsboro MPO by the North Carolina Department of Transportation on July 1, 2023.

<b><u>Contract for Consultant Services</u></b>	<b><u>\$199,992.88</u></b>
<b>Federal SPR funds (80% of \$199,992.88)</b>	<b>\$159,994.30</b>
<b>State Match (15% of \$199,992.88)</b>	<b>\$29,998.93</b>
<b>City of Goldsboro (5% of \$199,992.88) Local Match</b>	<b>\$9,999.65</b>

RECOMMENDATION: It is recommended that the City Council, by motion, adopt the attached Resolution authorizing the City Manager to execute a contract in the amount not to exceed \$199,992.88 with Kimley-Horn, for the Goldsboro MPO Bicycle, Pedestrian, and Greenway Plan Update, subject to approval of the contract by the NC Department of Transportation and the State Office of the Inspector General.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kenny Talton, Planning Director

Date: 12/13/23

  
\_\_\_\_\_  
Timothy Salmon, City Manager

RESOLUTION NO. 2023 - 98

**RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION  
OF A CONTRACT FOR THE GOLDSBORO MPO BICYCLE, PEDESTRIAN, AND  
GREENWAY PLAN UPDATE**

**WHEREAS**, the City Council of the City of Goldsboro, acting as the Lead Planning Agency for the Goldsboro Metropolitan Planning Organization (MPO), has heretofore found it in the public interest to update the 2015 Goldsboro MPO Bicycle, Pedestrian, and Greenway plan which will update reflected growth and future needs as it relates to greenways, sidewalks, bike routes and multi-use trails within the Goldsboro Urban Area; and

**WHEREAS**, the Technical Coordinating Committee and Transportation Advisory Committee approved Kimley-Horn to update the plan on November 9, 2023; and

**WHEREAS**, the total fee proposal was submitted by Kimley-Horn of Raleigh, North Carolina in the amount of \$199,992.88; and

**WHEREAS**, the North Carolina Department of Transportation has agreed to allow the use of Federal SPR funds to fund 80% of the contract in the amount of \$159,994.30 with a 15% State Match in the amount of \$29,998.93; and

**WHEREAS**, the City of Goldsboro will be responsible for 5% of the contract in the amount of \$9,999.65; and

**WHEREAS**, the City Council deems it in the best interest of the City of Goldsboro to accept and award the contract to Kimley-Horn of Raleigh, North Carolina in the amount of \$199,992.88 for the Goldsboro MPO Bicycle, Pedestrian, and Greenway Plan Update.


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

1. The City Manager is hereby authorized and directed to execute a contract in the amount not to exceed \$199,992.88 with Kimley-Horn, for the Goldsboro MPO Bicycle, Pedestrian, and Greenway Plan Update, subject to approval of the contract by the NC Department of Transportation and the State Office of the Inspector General.
2. This Resolution shall be in full force and effect from and after this 18<sup>th</sup> day of December, 2023.

Attested by:

  
Laura Getz  
City Clerk



  
Charles Gaylor, IV  
Mayor



November 16, 2023

Kenneth K. Talton  
City of Goldsboro  
P.O. Drawer A  
Goldsboro, NC 27530

**Re: Professional Services Agreement for Goldsboro MPO Bicycle, Pedestrian, and Greenway Plan**

Dear Mr. Talton:

Kimley-Horn and Associates, Inc. (the "Consultant") is pleased to submit this letter agreement (the "Agreement") to City of Goldsboro ("Client") for providing planning services to develop the Bicycle, Pedestrian, and Greenway Plan for the Goldsboro Urban Area Metropolitan Planning Organization. Alta Planning + Design will be a major Subconsultant for this effort.

### **Scope of Services**

The Consultant will provide the services specifically set forth below.

### **TASK 1: STEERING COMMITTEE MEETINGS AND PROJECT MANAGEMENT**

The Consultant will lead and facilitate up to three (3) bike/ped sub-committee meetings with MPO, city, county, and community representatives. During the first committee meeting (kick-off meeting), the Consultant will give an overview presentation that describes the planning process and schedule, followed by a facilitated discussion. A key question posed to the Committee will be the usefulness of the previous planning document and what needs to be improved with the Plan Update. Participants will discuss the project vision, goals, and objectives; bicycle, pedestrian, and greenway opportunities; public input opportunities, scheduling; and data acquisition. Subsequent meeting agendas will remain flexible, but may focus on network recommendations, prioritization, and the Draft Plan.

Additionally, up to one (1) member of the Consultant Team will attend five (5) steering committee meetings over the plan duration, as well as up to two (2) rounds of TCC/TAC meetings.

### **TASK 2: EXISTING CONDITIONS ASSESSMENT**

Much has changed since the 2015 plan and one of the key tasks is to evaluate existing conditions and data, incorporating new facilities and new planning efforts. The Consultant will develop a high injury network (crash analysis) and an equity analysis to identify community needs for walking and biking. The assessment will outline deficiencies and gaps in the existing bicycle, pedestrian, and greenway network. It will include updates from the Mountains-to-Sea Trail effort and the recent NCDOT Great Trails State Plan (authored by Alta), including the Mountains-to-Sea Trail route through the heart of Goldsboro.

### **Existing Conditions Maps**

The Consultant will collect relevant, up-to-date GIS data for the study area. Based on the review of existing plans and the available GIS data, the Consultant will create a series of map updates, including:

- An updated inventory map that depicts existing and planned bicycle, pedestrian, and greenway trail facilities throughout the MPO, drawing from the region's existing plans, and from known facilities that have been built since those plans were last updated.

- Implementation and Action Steps
- Design Toolbox
- Executive Summary

## **TASK 5: FINAL PLAN**

A final plan will be developed incorporating a single round of comments from the Steering Committee, general public, stakeholders, and client team.

Following acceptance of the final report, the Consultant Team will compile technical data (e.g., spreadsheets, GIS map packages, and geodatabases) and digital files (report, images, graphics, and maps) for delivery via USB or ShareFile.

### **Additional Services**

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates.

### **Schedule**

We will provide our services as expeditiously as practicable with the goal of meeting a timeline of October 2024.

### **Fee and Expenses**

Kimley-Horn will perform the services in Tasks 1 - 5 for the total lump sum fee below. All permitting, application, and similar project fees will be paid directly by the Client.

**Total Lump Sum Fee** **\$ 199,992.88**

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

City of Goldsboro

SIGNED: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

Client's Federal Tax ID: \_\_\_\_\_

Client's Business License No.: \_\_\_\_\_

Client's Street Address: \_\_\_\_\_  
\_\_\_\_\_

Attachment – Request for Information

Attachment – Standard Provisions

Attachment – Contract Provisions for Non-Federal Entity Contracts under Federal Awards

Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by Kimley-Horn, the hardcopy shall govern.

- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the terms of the Software License Agreement set forth at <https://www.kimley-horn.com/khts-software-license-agreement> ("the License Agreement") which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
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- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by Kimley-Horn under this Agreement or \$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.
- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 13) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

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

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

**DISCUSSION:** After a review of Chapter 32, several administrative changes were recommended by various boards and departments to update processes. These updates include revising the one year waiting period for citizens to join a city board or commission after they have served their term on a city board or commission, revising the wording requiring appointments to be made by January 1 and adding a requirement for the Goldsboro Tourism Council members to be a resident of the City or the ETJ.

**RECOMMENDATION:** Staff recommends that Council adopt the following entitled Ordinance amending Chapter 32: Section 32.220 Local Citizen Boards, Commissions, Committees and Authorities, revising the wording in (C) for the one-year requirement, revising the wording requiring appointments to be made by January 1 in (G) and adding a requirement for city or ETJ residency in Section 32.329, Travel and Tourism Advisory Council.

DATE: 12-12-23

  
\_\_\_\_\_  
Laura Getz, City Clerk

DATE: 12/12/23

  
\_\_\_\_\_  
Timothy M. Salmon, City Manager



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

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

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

**WHEREAS**, after a review of Chapter 32, several administrative changes are needed, including: revising the one year waiting period for citizens to join a city board or commission after they have served their term on a city board or commission, revising the wording requiring appointments to be made by January 1 and adding a requirement for the Goldsboro Tourism Council members to be a resident of the City or the ETJ.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Goldsboro, that sections 32.220 and 32.329 of the Code of Ordinances, City of Goldsboro, North Carolina, are hereby amended to read as follows:

Chapter 32

**§ 32.220 Local Citizen Boards, Commissions, and Committees; Procedures and Policies.**

(C) All members of boards, commissions, and committees may serve up to a maximum of two consecutive terms, or six years, whichever is greater. Those persons appointed to serve on an unexpired term ~~for~~ of a duration of one-half or more of the normal term will be credited with serving their first term. After fulfilling the maximum term requirements, a member may not be appointed to ~~any other~~ **the same** board, committee, or commission until after one year. **A member may serve on any other board or committee after being appointed by City Council, if the member was in good standing with the board or committee in which they previously served.**

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

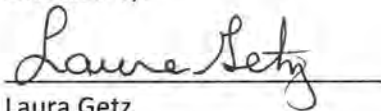
**§ 32.329 Goldsboro Tourism Council.**

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

This Ordinance shall be in full force and effect from and after the 18<sup>th</sup> day of December, 2023.

  
Charles Gaylor, IV  
Mayor

Attested by:

  
Laura Getz  
City Clerk



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

**SUBJECT:** Scheduling Council Meetings for 2024

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

**DISCUSSION:** The following dates are impacted by holidays:


- Monday, January 1, 2024 due to New Year's
- Monday, January 15, 2024 is in observance of Dr. Martin Luther King, Jr.'s Birthday
- Monday, September 2, 2024 is in observance of Labor Day

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

- Monday, January 8, 2024 -New Year's
- Monday, January 22, 2024 – Dr. Martin Luther King Jr.'s Birthday
- Monday, July 12, 2024 – Summer
- Monday, February 12, 2024 due to Council Retreat
- Tuesday-Wednesday, February 20-21, 2024 – Council Retreat
- Tuesday, September 3, 2024 -Labor Day

**RECOMMENDATION:** It is recommended that Council accept staff recommendations and approve the attached 2023 regular Council Meeting schedule.

DATE: 12-11-23

  
\_\_\_\_\_  
Laura Getz, City Clerk

DATE: 12/12/23

  
\_\_\_\_\_  
Timothy Salmon, City Manager

**PROPOSED**

**2024 Goldsboro City Council Meeting Dates**

*\*Work Session-5:00 p.m. --- Council Meeting-7:00 p.m.*

Monday, January 8

Monday, January 22

(2<sup>nd</sup> and 4<sup>th</sup> Monday of the month due to Holidays)

Monday, February 12

(One meeting in February due to Council Retreat)

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

(One meeting in July due to the Holiday)

Monday, August 5

Monday, August 19

Tuesday, September 3 (Monday, September 2<sup>nd</sup> is a holiday – Labor Day)

Monday, September 16

Monday, October 7

Monday, October 21

Monday, November 4

Monday, November 18

Monday, December 2

Monday, December 16

*Proposed Retreat Dates 2024*

February 20 and 21 (Tuesday and Wednesday)

***\*\*Meeting dates and/or times are subject to change with proper notice.***

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

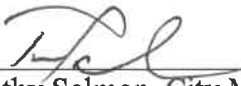
SUBJECT:                   Boards and Commissions Meetings for 2024

BACKGROUND:            The City of Goldsboro's General Rules of Order for Boards and Commissions states that each December Council adopts a comprehensive meeting schedule for all City public bodies.

DISCUSSION:            Boards and Commissions members were requested to review dates for 2024 to determine conflicts with holidays or other City events. These dates may be amended with proper notice to the Clerk's office.

RECOMMENDATION:       It is recommended that Council accept staff recommendations and approve the attached 2024 Boards and Commissions Meetings schedule.

DATE: 12-11-23          
Laura Getz, City Clerk

DATE: 12/12/23          
Timothy Salmon, City Manager

## 2024 Boards and Commissions Meetings

Commission on Community Relations and Development  6:00 p.m. Large Conference Room City Hall Addition	Historic District Commission  5:30 p.m. Council Chambers City Hall	Mayor's Committee for Persons with Disabilities  12:00 p.m. Large Conference Room City Hall Addition	Goldsboro MPO TCC / Goldsboro MPO TAC  9:00-TCC / 10:00-TAC Anteroom, City Hall
January 9, 2024 February 13, 2024 March 12, 2024 April 9, 2024 May 14, 2024 June 11, 2024 July 9, 2024 August 13, 2024 September 10, 2024 October 8, 2024 November 12, 2024 December 10, 2024  <b>Any subcommittee meetings will be noticed as needed</b>	January 9, 2024 February 6, 2024 March 5, 2024 April 2, 2024 May 7, 2024 June 4, 2024 July 2, 2024 August 6, 2024 September 3, 2024 October 1, 2024 November 5, 2024 December 3, 2024	January 18, 2024 February 15, 2024 March 21, 2024 April 18, 2024 May 1, 2024 - <b>Hal K. Plonk Disability Walk</b> <b>MCPD takes the month of June off</b> July 18, 2024 August 15, 2024 September 19, 2024 October 17, 2024 - <b>Awards Luncheon</b> November 21, 2024 December 19, 2024 - <b>Holiday Lunch @ Restaurant (TBD)</b>  <b>Any subcommittee meetings will be noticed as needed</b>	February 8, 2024  May 9, 2024  August 8, 2024  November 7, 2024
Recreation Advisory Commission  6:00 p.m. WA Foster Center 1012 S. John Street	Goldsboro Travel and Tourism Advisory Council  8:30 a.m. Chamber of Commerce	Mayors Youth Council  5:00 p.m. Council Chambers City Hall	Planning Commission / Board of Adjustment  6:00 p.m. Council Chambers City Hall
January 16, 2024 February 20, 2024 March 19, 2024 April 16, 2024 May 21, 2024 June 18, 2024 July 16, 2024 August 20, 2024 September 17, 2024 October 15, 2024 November 19, 2024 December 17, 2024	January 24, 2024 February 28, 2024 March 27, 2024 April 24, 2024 May 22, 2024 June 26, 2024 July 24, 2024 August 28, 2024 September 25, 2024 October 23, 2024 Nov/Dec - TBD	January 3, 2024 February 7, 2024 March 6, 2024 April 3, 2024 May 1, 2024 June 5, 2024 - <b>Awards Ceremony</b>  <b>-Further dates TBD-</b>	January 29, 2024 February 26, 2024 March 25, 2024 April 29, 2024 May 27, 2024 June 24, 2024 July 29, 2024 August 26, 2024 September 30, 2024 October 28, 2024 November 25, 2024 December 16, 2024



City of Goldsboro  
Departmental Monthly Reports  
November 2023

1. Community Relations - Report not available at time of posting
2. Downtown Development
3. Engineering
4. Finance
5. Fire
6. Human Resources
7. Information Technology
8. Inspections
9. Paramount Theater
10. Parks and Recreation-GEC
11. Planning
12. Police
13. Public Utilities
14. Public Works
15. Travel and Tourism

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

- Met with (or conversed by email/phone) 11 potential new property acquisition projects/persons and/or business interest regarding downtown. Met with 23 existing business owners.
- Social District rollout, November 24<sup>th</sup>. 24 businesses have registered to participate, including those who do not accept Social District beverages.
- South Center Street Development planning. RFQ deadline was November 17. One complete package was received with a discussion planned for December 7.
- Union Station discussions regarding stabilization, anticipated at \$1.5M minimum. A proposal was prepared for the City and County to commit to a \$375,000 match. Successfully presented to City Council on November 6, followed by the County Commission on November 21. The County will vote on their commitment on December 5. A private match of both City/County commitments, totaling \$750,000 has been committed by a private advocacy group – Saving Union Station.
- State budget appropriation discussions - \$300K to DGDC for downtown maintenance, \$2M for City, of which Goldsboro Union Station should be a priority, among other City needs.
- NC Main Street conference prep and inventory of downtown maintenance needs.
- Cont'd Parking Commission discussions. Signage plan has been developed and 80 signs are in production for placement in December.
- Merchant/Property Information Mgmt – Continuing to integrate into new website.
- Staff continuing to work with Choice Neighborhoods Team, attending bi-weekly calls. Also attending Economic Development and Urban Form subcommittee meetings.

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

- Staff is meeting with NC Main Street staff monthly re: 2024 NC Main Street Conference, March 12-14.
- Planning for Downtown holiday events, including Downtown Lights Up, Holiday Trolley Rides (Nov 28 – Dec 19, Tuesdays), Shop Small Saturday (Nov 25) and Holiday Outdoor Movie (Dec 15)
- Arts Council Grassroots Grant Application Preparation for 2023-2024 grant cycle.
- Staff hosted Downtown Lights Up – rescheduled from November 21 to November 28 due to weather.
- Staff assisted with a year-end Arts District Steering Committee meeting.
- Other Meetings: Chamber of Commerce Board Meeting, Christmas Parade Planning, Social District Discussions, NCCF Board and Planning Mtgs, Transformation Grant Discussion, TRC with Planning.

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

- DGDC Merchants on November 7. DGDC Committees (Design, EV, Promotions & Exec) on November 14, DGDC Board on November 15.
- Wellness Wednesday – September 27 – November 1
- Fall Movies Nights – October 12, 26, November 9

**Upcoming Events/Activities:**

- HUB Events: Harvest Fellowship Community Day, November 18, Downtown Lights Up, November 21

**Businesses Opening/Properties Purchased & Other Updates**

- New Businesses: Brick's Woodfired Pizza – 146 S Center St
- Coming Soon, The Firm at 156 S. Center; WOLF Unlimited – 138 N Center; Church Spirits & Cocktails Relocation – 136 N Center St
- Downtown Goldsboro's Facebook page followers: 224.7 K reach

**ENGINEERING DEPARTMENT**

**November 2023**

**Prepared by: Jonathan Perry**

**Date Prepared: 12-11-23**

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**Stoney Creek Greenway**

- The greenway extends from Royall Avenue to Quail Park along Stoney Creek, approximately 1,600 linear feet;
- Final payment has been made to the contractor;
- Staff is working on project closeout with NCDOT.

**Phase IV Sewer Collection Rehabilitation**

- Staff is working with DWI to close out this project.

**Mount Olive Pickle Expansion**

- Phase 1 has been completed and Mount Olive Pickle is in operation;
- Phase 2, River Bend Pump Station, is under construction and will take approximately a year to complete;
- Funding is in the State's Budget to complete Phase III of this project.

**Stormwater Control Measure (SCMs) Inspections**

- Approximately 308 SCMs have been approved and 258 SCMs have been constructed to date;
- Stormwater Control Measure Inspections are completed for November 2023.

**Wayne County Utility Merger/Regionalization Feasibility**

- Final scope of engineering services has been approved by DWI;
- CDM Smith continues to work on the final report and to facilitate meetings with all interested parties in Wayne County.

**Stormwater Inventory Project**

- Projected completion December 2023.

**2" Galvanized Water Line Project**

- NCDWI awarded the City a grant for the project in the amount of \$5,999,395;
- Offer and acceptance documentation was submitted by staff in September 2022;
- Staff is working on the design phase of this project.

**Lead and Copper Inventory**

- Staff is coordinating the information required by EPA for lead and copper inventories;
- City Council awarded a contract for \$2,037,500 to Duke's Root Control, Inc. of Elgin, Illinois on October 2, 2023;
- At the preconstruction conference held on November 16, 2023, a notice to proceed date was set for January 8, 2024 with a projected completion date of August 5, 2024.

### **SJAFB MAG Meter**

- This project is in the design phase;
- The Wooten Company has completed 50% of the SCADA integration and electrical design.

### **NCSU Floodprint Project**

- Letter of interest scored high with the BRIC Grant;
- Project has moved into full application submittal stage.

### **2023 Resurfacing Project**

- The resurfacing project consists of resurfacing Carolina Street from Ash Street to the railroad approximately 200 ft. north of Vine Street and Vine Street from George Street to Carolina Street;
- City Council awarded a contract for \$278,150.95 to Daniels, Inc. of Garner, NC on October 2, 2023.
- At the preconstruction conference held on November 21, 2023, a notice to proceed date was set for December 7, 2023 with a projected completion date of June 4, 2024.

### **WRF Plant Expansion**

- CDM Smith and WithersRavenel are working on the feasibility study.

FINANCE  
NOVEMBER 2023  
Prepared By: Andrea Lovelace  
Date Prepared: December 11, 2023

	<b>FY 22-23</b>		<b>FY 23-24</b>	
	<b>Actual to Date</b>		<b>Actual to Date</b>	<b>YTD %</b>
<b>Revenues</b>	<b>October-22</b>	<b>Adjusted Budget</b>	<b>October-23</b>	<b>Collected</b>
General Fund	\$ 10,506,600	\$ 52,491,373	\$ 9,769,889	18.61%
Utility Fund	7,123,004	26,899,901	8,029,095	29.85%
Downtown District Fund	25,931	112,215	24,692	22.00%
Occupancy Tax Fund	403,375	1,465,450	403,437	27.53%
Stormwater Fund	901,421	2,070,655	556,854	26.89%
<b>Total</b>	<b>\$ 18,960,331</b>	<b>\$ 83,039,594</b>	<b>\$ 18,783,967</b>	<b>22.62%</b>
<b>Expenditures</b>				
General Fund	\$ 14,484,936	\$ 52,491,373	\$ 15,842,100	30.18%
Utility Fund	5,391,943	26,899,901	8,034,701	29.87%
Downtown District Fund	23,897	112,215	22,911	20.42%
Occupancy Tax Fund	244,528	1,465,450	113,864	7.77%
Stormwater Fund	829,750	2,070,655	883,479	42.67%
<b>Total</b>	<b>\$ 20,975,054</b>	<b>\$ 83,039,594</b>	<b>\$ 24,897,054</b>	<b>29.98%</b>

<b>MAJOR CATEGORIES</b>				
	<b>FY 22-23</b>		<b>FY 23-24</b>	
<b>Revenues</b>	<b>Actual to Date</b>		<b>Actual to Date</b>	<b>YTD %</b>
	<b>October-22</b>	<b>Adjusted Budget</b>	<b>October-23</b>	<b>Collected</b>
Property/Occupancy Taxes	\$ 4,644,469	\$ 20,647,821	\$ 4,313,161	20.89%
Charges for Services	9,137,970	30,835,722	10,086,424	32.71%
Revenue Other Agencies	1,690,344	16,427,501	1,557,436	9.48%
Other Revenues	1,823,051	3,676,985	981,739	26.70%
Fund Balance	-	7,761,151	-	0.00%
Shared Services	1,664,498	3,690,414	1,845,207	50.00%
<b>Total</b>	<b>\$ 18,960,331</b>	<b>\$ 83,039,594</b>	<b>\$ 18,783,967</b>	<b>22.62%</b>
<b>Expenditures</b>				
Labor	\$ 8,684,772	\$ 36,764,360	\$ 9,939,237	27.03%
Non-Labor	12,290,282	46,275,234	14,957,817	32.32%
<b>Total</b>	<b>\$ 20,975,054</b>	<b>\$ 83,039,594</b>	<b>\$ 24,897,054</b>	<b>29.98%</b>

<b>SELECTED OTHER INFORMATION</b>			
	<b>FY 22-23</b>	<b>Actual</b>	<b>Total</b>
<b>Collections</b>	<b>Actual</b>	<b>October-23</b>	<b>Collected F-YTD</b>
Debt Setoff	\$ 46,249	\$ 547	\$ 4,257
Surplus	\$ 81,510	\$ -	\$ 305





**Monthly Cash & Investment Report**  
**November 30, 2023**

Prepared Date:  
 Prepared By:  
 Reviewed Date:  
 Reviewed By:

12/6/23 9:25 AM  
 Terrie Webber  
 12/11/23 5:27 PM  
 Catherine F. Gwynn

*Catherine F. Gwynn*

Financial Institution	Current Month 11/30/2023	Prior Month 10/30/2023	Prior Year 11/30/2022	Rate of Return
PNC - General Operating	\$ 2,594,266.56	\$ 3,578,033.35	\$ 4,558,137.75	0.00%
PNC - Money Market	\$ 6,158,718.34	\$ 5,143,699.30	\$ 7,468,694.61	3.25%
PNC - Debit Account	\$ 279.50	\$ 1,804.58	\$ 1,000.00	0.00%
Southern Bank - CD	\$ 628,466.75	\$ 627,760.48	\$ 4,116,089.92	1.52%
NCCMT - MM - 2010 Sewer Bond D#001	\$ 6.28	\$ 43,580.79	\$ 252,745.99	n/a
NCCMT - MM - American Rescue Plan 2021	\$ 9,345,080.20	\$ 9,304,854.98	\$ 8,905,736.21	n/a
NCCMT - MM - Regular	\$ 4,639,273.50	\$ 4,619,303.99	\$ 4,421,154.09	n/a
Truist MMA	\$ 25,275,682.78	\$ 25,208,258.64	\$ 11,057,245.98	3.25%
Truist (BB&T) - Escrow FY21 & FY22 Rolling Stock	\$ -	\$ -	\$ 414,262.97	0.01%
Truist (BB&T) - Escrow FY23 Rolling Stock	\$ 2,380,383.88	\$ 2,380,364.32	\$ 2,380,145.85	0.01%
Webster (Sterling National Bank) - Escrow	\$ 342,752.14	\$ 342,053.78	\$ 1,870,349.42	2.51%
<b>Totals</b>	<b>\$ 51,364,909.93</b>	<b>\$ 51,249,714.21</b>	<b>\$ 45,445,562.79</b>	

# Grant Project Budgets Monthly Report -November 2023

Prepared: tlw : 12/6/2023 4:38 PM

Reviewed: cfg 12/11/2023 4:52 PM

								INFLOWS		OUTFLOWS		Positive (Negative) Cash
Granting Agency	Granting Agency (Full)	Grant Description	Source (Full)	S	Date Received	Grant Portion Budget Amount	Budget Total	Current Amount Rec'd	Amount Rec'd Project to Date	Current Amount Spent	Amount Spent to Project to Date	
NCHFA	NCHFA ESFLRP	ESFLRP Rehabilitation Loan Pool	State	S	1/24/2017	\$ 150,000	\$ 150,000	\$ -	\$ 117,975	\$ -	\$ 117,975	\$ -
HUD	CDBG	FY16-17 Entitlement	Federal	F				\$ -	\$ 976	\$ -	\$ 976	\$ -
HUD	CDBG	FY17-18 Entitlement	Federal	F				\$ -	\$ -	\$ 160	\$ 160	\$ (160)
HUD	CDBG	FY18-19 Entitlement	Federal	F		\$ 19,523	\$ 19,523	\$ -	\$ 19,523	\$ -	\$ 19,523	\$ -
HUD	CDBG	FY19-20 Entitlement	Federal	F	8/27/2019	\$ 353,346	\$ 353,346	\$ -	\$ 216,456	\$ -	\$ 216,456	\$ -
HUD	CDBG	FY20-21 Entitlement	Federal	F	10/7/2020	\$ 351,643	\$ 351,643	\$ -	\$ 170,649	\$ -	\$ 170,649	\$ -
HUD	CDBG	FY21-22 Entitlement	Federal	F		\$ 354,302	\$ 354,302	\$ -	\$ 87,559	\$ -	\$ 87,559	\$ (0)
HUD	CDBG	FY22-23 Entitlement	Federal	F		\$ 358,697	\$ 358,697	\$ -	\$ 25,149	\$ -	\$ 25,149	\$ -
HUD	CDBG	FY23-24 Entitlement	Federal	F				\$ -	\$ -	\$ -	\$ 24,903	\$ (24,903)
NCHFA	NCHFA URP-19	Urgent Repair	State	S	4/18/2019	\$ 100,000	\$ 100,000	\$ -	\$ 96,570	\$ -	\$ 96,570	\$ -
HUD	CDBG	FY20-21 Entitlement CV Funding (Round 2 & 3)	Federal	F	10/7/2020	\$ 427,303	\$ 427,303	\$ -	\$ 133,792	\$ -	\$ 133,792	\$ -
HUD	HOME	FY16-17 Entitlement	Federal	F		\$ 22,201	\$ 22,201	\$ -	\$ 22,201	\$ -	\$ 22,201	\$ -
HUD	HOME	FY17-18 Entitlement	Federal	F		\$ 73,557	\$ 73,557	\$ -	\$ 67,480	\$ -	\$ 67,995	\$ (515)
HUD	HOME	FY18-19 Entitlement	Federal	F		\$ 22,910	\$ 22,910	\$ -	\$ 22,910	\$ -	\$ 22,910	\$ -
HUD	HOME	FY19-20 Entitlement	Federal	F	8/27/2019	\$ 214,732	\$ 214,732	\$ -	\$ 49,554	\$ -	\$ 49,554	\$ -
HUD	HOME	FY20-21 Entitlement	Federal	F	10/7/2020	\$ 245,547	\$ 245,547	\$ -	\$ 28,472	\$ -	\$ 28,472	\$ -
HUD	HOME	FY21-22 Entitlement	Federal	F		\$ 252,710	\$ 252,710	\$ -	\$ 32,592	\$ 6,860	\$ 59,002	\$ (26,410)
HUD	HOME	FY22-23 Entitlement	Federal	F		\$ 280,171	\$ 280,171	\$ -	\$ 27,467	\$ -	\$ 27,467	\$ (0)
HUD	HOME	FY23-24 Entitlement	Federal	F				\$ -	\$ -	\$ 13,300	\$ 29,248	\$ (29,248)
HUD	HOME	ARP Funding (M21-MP370209)	Federal	F		\$ 907,913	\$ 907,913	\$ -	\$ 36,436	\$ 271	\$ 37,962	\$ (1,526)
Donation/Gr	Private Donations, Grants and City	Fire Other Restricted Special Revenue Fund	Private	P	Ongoing	\$ 4,050	\$ 4,050	\$ -	\$ 4,786	\$ -	\$ 826	\$ 3,960
Debt	Debt Funded	Smeal Aerial Fire Truck	Debt	D	9/2022	\$ 1,151,600	\$ 1,151,600	\$ -	\$ 1,136,500	\$ -	\$ 8,537	\$ 1,127,963
Debt	Debt Funded	Herman Park Center	Debt	D	Not Issued yet	\$ 11,150,000	\$ 11,150,000	\$ -	\$ 376,000	\$ -	\$ 376,000	\$ -
Donation	Private Donations	1919 LaFrance Fire Truck Restoration	Private	P	Ongoing	\$ 80,000	\$ 80,000	\$ -	\$ 32,691	\$ -	\$ -	\$ 32,691
Donation/Gr	Private Donations and Grants	Parks & Rec Capital Project Fund FY19-FY24	Private	P	Ongoing	\$ 632,943	\$ 632,943	\$ -	\$ 557,943	\$ -	\$ 251,072	\$ 306,871
Debt	Debt Funded	2018 Street Bonds (Debt #026-G)	Debt	D	Ongoing	\$ 5,048,522	\$ 5,048,522	\$ -	\$ 5,046,649	\$ -	\$ 4,980,164	\$ 66,485
Debt	Debt Funded	Police/Fire Renovation (Debt #025-G)	Debt	D	Ongoing	\$ 6,417,326	\$ 6,417,323	\$ -	\$ 6,417,323	\$ 9,218	\$ 6,316,914	\$ 100,409
Donation/Gr	Private Donations and Grants	Parks & Rec Special Revenue Fund	Private	P	Ongoing	\$ 45,636	\$ 45,636	\$ -	\$ 46,386	\$ 363	\$ 43,477	\$ 2,909
Donation/Gr	Private Donations, Grants and City	Community Relations Special Revenue Fund	Private	P	Ongoing	\$ 18,252	\$ 18,252	\$ -	\$ 18,252	\$ 100	\$ 16,192	\$ 2,060
NC OSBM	NC Office State Mgmt & Budget	State Grants Misc-OSBM FY23 St Approp	State	S	2/2/2023	\$ 50,000	\$ 50,000	\$ -	\$ 150,884	\$ 46	\$ 8,200	\$ 142,684
DOJ	Dept. of Justice	Federal Forfeiture	Federal	F	Ongoing	\$ 274,138	\$ 274,138	\$ -	\$ 276,441	\$ 196	\$ 127,862	\$ 148,579
DOJ	NC Dept of Justice/US DOJ	2017 GPD Gang Equipment Grant	Federal	S	1/3/2019	\$ 21,366	\$ 21,366	\$ -	\$ 18,408	\$ -	\$ 18,408	\$ -
DOJ	Dept. of Justice	2019 JAG Equipment Grant	Federal	F	9/25/2019	\$ 47,003	\$ 47,003	\$ -	\$ 42,435	\$ -	\$ 42,435	\$ -
DOJ	Dept. of Justice	2020 JAG Equipment Grant	Federal	F	9/19/2020	\$ 34,766	\$ 34,766	\$ -	\$ 30,381	\$ -	\$ 30,381	\$ -
DOJ	Dept. of Justice	2022 JAG Equipment Grant	Federal	F	12/19/2022	\$ 23,574	\$ 23,574	\$ -	\$ 21,266	\$ -	\$ 21,266	\$ -
Donation/Gr	Private Donations, Grants and City	Police Other Restricted Special Revenue Fund	Private	P	Ongoing	\$ 62,183	\$ 62,182	\$ 1,650	\$ 66,668	\$ -	\$ 19,487	\$ 47,181
DOJ	Dept. of Justice	FY20 CRF Equipment Grant	Federal	F	6/8/2020	\$ 87,179	\$ 87,179	\$ -	\$ 87,179	\$ -	\$ 87,179	\$ -
FEMA	FEMA	Hurricane Florence	Federal	F	6/1/2019	\$ 2,340,773	\$ 4,604,077	\$ -	\$ 4,982,838	\$ -	\$ 4,179,246	\$ 803,592
FTA	Federal Transportation Admin.	FY2016 TIGER VIII Center Street & Streetscape	Federal	F	10/1/2018	\$ 6,751,751	\$ 7,189,383	\$ -	\$ 7,385,809	\$ -	\$ 6,527,315	\$ 858,494
FEMA	FEMA GO	FEMA GO-Source Capture Exhaust Systems FS 1, 2, 3,	Federal	F	7/24/2020	\$ 202,083	\$ 202,083	\$ -	\$ 202,083	\$ -	\$ 202,083	\$ -
UST/Wayne Co	US Treasury-Wayne Co.	CARES Act Funding	Federal	F	9/9/2020	\$ 966,688	\$ 966,688	\$ -	\$ 966,687	\$ -	\$ 966,687	\$ -
NC Tourism	NC Tourism Recovery Grant	CARES Act Funding - Marketing Travel & Tourism	Federal	F	10/6/2020	\$ 25,750	\$ 25,750	\$ -	\$ 25,750	\$ -	\$ 25,750	\$ -
Triangle YMCA	Triangle YMCA	Remote Learning Grant Parks & Recreation	Federal	F	11/18/2020	\$ 19,681	\$ 19,681	\$ -	\$ 19,681	\$ -	\$ 19,681	\$ -
UST	US Treasury	ARP Funding	Federal	F	3/11/2021	\$ 8,813,514	\$ 8,813,514	\$ 40,225	\$ 9,345,080	\$ -	\$ 5,279,797	\$ 4,065,283
SRF/DWI	EPA/NCDENR	CWSRF-Phase IV Sewer Rehab	Federal	F	11/26/2019	\$ 8,905,676	\$ 9,083,790	\$ -	\$ 4,851,571	\$ -	\$ 8,519,172	\$ (3,667,601)
SRF/DWI	EPA/NCDENR	CWSRF-Sewer Rehab (Big Ditch & Carolina)	Federal	F	3/24/2021	\$ 1,235,100	\$ 1,259,802	\$ 24,097	\$ 706,288	\$ -	\$ 730,989	\$ (24,701)
Debt	Debt Funded	2010 Sewer GO Bonds D#001-E	Debt	D	2010	\$ 8,605,000	\$ 8,684,163	\$ -	\$ 489,923	\$ -	\$ 489,923	\$ -
Goldenleaf	Goldenleaf Foundation	Hurr. Matthew Recovery Stormwater Drain. & Swr. R	Private	P	10/11/2017	\$ 598,574	\$ 598,574	\$ -	\$ 598,573	\$ -	\$ 598,573	\$ -
SRF/DWI	EPA/NCDENR	Little Cherry Big Cherry Pump Station Relocation	Federal	F	Not Accepted Yet	\$ 3,058,000	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -
DWI	NC Dept of Env. Quality DWI	VUR (AIA) Project AIA-D-VUR-0004 & AIA-W-VUR-000	State	S	1/24/2022	\$ 300,000	\$ 304,500	\$ 297,800	\$ 302,300	\$ -	\$ 302,300	\$ -
DWI	NC Dept of Env. Quality DWI	VUR MRF Project MRF-M-VUR-0001	State	S	1/24/2022	\$ 100,000	\$ 101,500	\$ -	\$ 1,500	\$ 7,668	\$ 54,024	\$ (52,524)
City Fees	Stormwater Drainage Fees	Stormwater Drainage Projects	City Fees	C	Ongoing	\$ 1,594,366	\$ 1,594,366	\$ -	\$ 1,861,258	\$ 235,378	\$ 1,458,466	\$ 402,792
SRF/DWI	EPA/NCDENR	CWSRF-Waterline Repl. & Booster Pump Station Insta	Federal	F	6/6/2019	\$ 32,400	\$ 265,513	\$ -	\$ 233,113	\$ -	\$ 265,513	\$ (32,400)
SRF/DWI	EPA/NCDENR	CWSRF-Plate Settlers Project	Federal	F	3/7/2021	\$ 1,484,909	\$ 1,484,909	\$ -	\$ 1,519,536	\$ -	\$ 1,517,550	\$ 1,986
SRF/DWI	EPA/NCDENR	CWSRF-2" Galvanized Water Line Replacement	Federal	F	Not Accepted Yet	\$ 5,999,395	\$ 6,029,395	\$ -	\$ 30,000	\$ -	\$ 25,000	\$ 5,000
City Fees	None	Lead and Copper Rule Revisions (LCRR) (EPA)	Private	C	10/2/2003	\$ 2,037,500	\$ 2,037,500	\$ -	\$ 2,037,500	\$ -	\$ -	\$ 2,037,500
Total						\$ 82,354,253	\$ 82,578,276	\$ 363,772	\$ 51,075,440	\$ 273,560	\$ 44,778,991	\$ 6,296,449

Grant Source Legend:  
F = Federal S = State D = Debt P = Private C = City Fees

Notes:  
\* DWI still reviewing 30+ Change Orders on Ph IV SRF. Will authorize reimbursements after DWI has concluded the review process.

Grants listed above represent awards that have been officially awarded by the Grantor, and officially accepted by the Grantee (City), unless noted in red font. Those items in red, the Finance Department has received some formal award letter from the Grantor but the City has not formally accepted the award. The list above does not take into account grants that may have been applied for and the City may have received tentative award. If I did not have an official award, I did not place it on this list.



**Report of Budget Funds Transfers - July, 2023 through June, 2024**

**Budget Transfers**

As per the Adopted Annual Budget Ordinance the Budget Officer or his/her designee shall be authorized to reallocate departmental appropriations among the various objects of expenditures.

The Budget Officer or his/her designee shall be authorized to effect interdepartmental transfers in the same fund not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. A report of all such transfers shall be made to the City Council in the month following such transfer.

Department	Department Head	Account Name	Transfers In	Transfers Out
City Council	Timothy Salmon	Insurance Deductible Claims	\$ 1,957	\$ -
City Council	Timothy Salmon	Title Search & Legal Fees	\$ -	\$ (1,957)
		<b>Transfers - Nov 2023 - City Council</b>	<b>\$ 1,957</b>	<b>\$ (1,957)</b>
Planning	Kenny Talton	Salaries & Wages Regular	\$ -	\$ -
		<b>Transfers - Nov 2023 - Planning</b>	<b>\$ -</b>	<b>\$ -</b>
Engineering	Jonathan Perry	Software License Fees	\$ 1,100	\$ -
Engineering	Jonathan Perry	Consultant Fees	\$ -	\$ (1,100)
		<b>Transfers - Nov 2023 - Engineering</b>	<b>\$ 1,100</b>	<b>\$ (1,100)</b>
Fire	Ron Stempien	Operational Supplies	\$ -	\$ (4,000)
Fire	Ron Stempien	Building Maintenance	\$ 4,000	\$ -
		<b>Transfers - Nov 2023 - Fire</b>	<b>\$ 4,000</b>	<b>\$ (4,000)</b>
Police	Mike West	Salaries & Wages Regular	\$ -	\$ -
		<b>Transfers - Nov 2023 - Police</b>	<b>\$ -</b>	<b>\$ -</b>
Water Treatment	Bert Sherman	Salaries & Wages Regular	\$ 3,670	\$ -
Water Treatment	Bert Sherman	Machine/Equipment Maintenance	\$ -	\$ (3,770)
Water Treatment	Bert Sherman	Fees & Dues	\$ 100	\$ -
		<b>Transfers - Nov 2023 - Water Treatment</b>	<b>\$ 3,770</b>	<b>\$ (3,770)</b>
		<b>Transfers - ALL FUNDS - Nov 2023</b>	<b>\$ 10,827</b>	<b>\$ (10,827)</b>
		<b>Transfers - ALL FUNDS - Jul 2023-Nov 2023</b>	<b>\$ 119,206</b>	<b>\$ (119,206)</b>

- The cause of fire incidents was determined 100% of the time. 0% of fire incidents were classified as undetermined or still under investigation.
- The average response time of the first arriving unit was 5:25.
- A full response within 8 minutes occurred 94% of all calls.
- There was 1 Civilian injury, 0 Civilian deaths, 0 Fire Service injuries and 0 Fire Service deaths.
- The American Red Cross assisted 4 families due to displacement because of fire damage.
- Fire prevention and community service activities included: Car Seat Safety Checks with Safe Kids of Wayne County, Station Tours, Stem Festival, Career Day at Kinetic Minds, Downtown Lights Up, and Truck Displays. We reached 487 Adults and 881 Children with fire prevention materials.

<b>2023</b>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>	<u>Total</u>
<b>Total Incidents:</b>	277	222	229	262	263	277	389	415	376	420	<b>409</b>		322	3539
<b>Structure Fires:</b>	2	3	7	4	4	4	4	4	7	4	<b>8</b>		5	56
<b>EMS Calls:</b>	117	94	93	86	103	116	203	195	192	215	<b>205</b>		147	1619
<b>Vehicle Accidents:</b>	31	26	28	36	42	27	31	39	42	45	<b>41</b>		35	388
<b>Fire Alarms:</b>	42	38	33	55	45	58	67	73	61	68	<b>54</b>		48	526
<b>Other:</b>	85	61	68	81	69	72	84	104	74	92	<b>101</b>		81	891
<b>Training Hours:</b>	3118	2873	3074	2218	2063	1777	1707	1680	1593	1688	<b>1507</b>		2118	23298
<b>Safety Car Seat Checks:</b>	7	4	0	1	0	5	4	0	0	4	<b>0</b>		3	25
<b>Inspections:</b>	115	116	155	149	110	88	105	130	156	93	<b>167</b>		126	1384
<b>2022</b>	<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>	<u>Total</u>
<b>Total Incidents:</b>	216	195	226	231	236	264	246	264	280	231	255	296	245	2490
<b>Structure Fires:</b>	5	6	8	5	4	1	3	3	1	1	5	1	4	43
<b>EMS Calls:</b>	79	78	80	92	83	86	99	124	103	73	79	82	88	1058
<b>Vehicle Accidents:</b>	22	23	22	26	32	38	27	24	33	31	30	35	29	343
<b>Fire Alarms:</b>	44	35	48	53	63	56	57	53	73	59	67	78	57	686
<b>Other:</b>	66	53	68	54	54	83	60	60	70	68	74	100	67	811
<b>Training Hours:</b>	2757	2806	2884	2260	1704	1715	1452	1700	1647	1835	1742	1214	1976	23716
<b>Safety Car Seat Checks:</b>	0	0	4	3	5	2	5	3	2	5	1	2	3	32
<b>Inspections:</b>	132	123	153	136	143	187	112	142	145	135	134	80	135	1622

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.

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**Human Resources**

- Hosted City of Goldsboro 2023 Fall Career Fair at GEC
- Attended Benchmarking 2.0 Performance Strategy Session at SOG
- Coordinated New Hire Orientation on 11/8 at GEC
- Participated in SJAFB Career Fair on 11/15 at SJAFB
- Completed Wellness Holiday Challenge – Nov. 1 – 30
- Coordinated United Way Changed Lives Picture
- Benchmarking positions for Finance, Parks & Recreation
- Completed Employee Relation Investigation
- Scheduled interviews for Employee Relation Investigation
- Completed audit of personnel action forms for Public Works
- Completed Wayne County Salary Study
- Working with Wayne Community College on WIAO administrative support
- Working with University of Mount Olive on HR Intern
- Conducted meeting with Holden Temporaries regarding onsite temporary workers,
- Scan, import, & rename information into Laserfische.
- Reviewing Background Check companies with cost and data
- Currently Receiving Annual Evaluations to be completed by 11/15
- Currently working on Federal EEO4 Report
- Preparing for Employee Service Award Presentation/Breakfast on 12/7 at GEC
- Diversity Training to city employees
- Preparing to re-design Recruitment and Retention process

**Safety**

- November City Hall Fire and Defibrillator Inspections.
- Investigation with Paramount Theater and HR Assisted an HR colleague.
- Filed safety with large sewer project on Chestnut Street.
- November 7 – Attended Directors Meeting.
- November 15 – Public Safety Building Meeting.
- November 16 – NCFF Meeting at Brisa's.
- Scheduling a Confined Space training class for December 5<sup>th</sup> at Public Works.
- Scheduling a Hauling and Loading class for January TBA.
- Visited Compost Facility for safety signage.
- Visited Transfer Station for safety inspection.
- November 28 – Lites Up Downtown.
- November 29 – Lock Out / Tag Out Training at Water Facility.
- November 30 – Safety and Accident Review Committee Meeting.



- Inspected Solid Waste vehicles for locking mechanisms on back doors.
- Field Safety for private contractors.
- Field Safety with crews.
- Daily office duties.

### **Occupational Health**

The Occupational Health Nurse continues to provide guidance regarding CDC guidelines and COVID protocols. There were 116 clinic visits this month.

<b>DRUG SCREENS = 14 TOTAL</b>	
<b>New Hire CDL: 0</b> <b>New Hire non- CDL: 7</b> <b>Promotion CDL: 2</b> <b>Promotion non-CDL: 2</b>	<b>Post-Accident DOT: 1</b>  <b>Post-Accident Non- DOT: 1</b>
<b>Instant Drug Screens: 1</b>	
<b>Random Safety Sensitive Drug Screen: 0</b> <b>Random Safety Sensitive Breath Alcohol Test: 0</b>	<b>Random DOT Drug Screens: 0</b> <b>Random DOT Breath Alcohol Test: 0</b>

### **Health Training Sessions:**

- 26 routine BP checks (BP checks at Public Works 11/14)
- 14 Drug Screens
- New Hire Blood Borne Pathogen training at GEC 11/8

### **Meetings:**

- NC Association of Occupational Health Nurses Fall Conference “Fall Fundamentals – Workers Comp” 11/10 in Morrisville, NC

### **Other health-related information pertinent to employees include:**

- Wellness Holiday Challenge Nov. 1<sup>st</sup>- Nov. 30<sup>th</sup>
- 2 reported cases of COVID positive employees and quarantined
- 2 employees started FMLA.
- 2 WC Workplace Injuries, both were OSHA recordable.
- November Nurse Newsletter to employees “Sore, Scratchy Throat?... Illness or Allergy?”
- 1 EAP referral

## MONTHLY STATISTICS

<b>2023</b>	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Employees – FT & PPT	428	430	428	426	427	431	432	425	423	420	425		427
Employees – Part Time	92	89	91	94	110	121	125	126	123	121	121		110
Total Employees	520	519	519	520	538	552	557	551	546	541	546		537
Male	402	402	400	399	412	419	422	421	416	411	415		411
Female	118	117	119	121	126	133	135	130	130	130	131		126
Ethnicity – White (Not Hisp or Latino)	317	318	318	318	325	331	332	340	337	328	331		327
Ethnicity – Black or African American	179	173	172	175	183	188	193	182	180	183	185		181
Ethnicity – Hispanic or Latino	15	16	16	16	19	21	20	18	18	18	18		18
Ethnicity – Asian	4	4	4	3	3	3	3	3	3	3	4		3
Ethnicity – Other	7	7	8	8	8	9	9	8	8	8	8		8
Vacancies	39	45	41	41	37	37	38	38	38	32	29		38
Applications	137	389	354	320	185	138	363	538	339	311	217		299
Applicant Notices	43	90	218	173	63	127	185	341	95	426	218		180
New Hires	10	4	8	1	12	4	12	3	7	1	7		6
Promotions	0	0	0	0	10	1	3	7	2	2	6		3
Resignations	3	8	4	4	5	6	6	8	7	1	2		5
Retirements	1	1	1	1	0	0	0	0	0	1	0		1
Terminations - Involuntary	1	0	0	0	0	2	1	2	1	1	1		1
Turnover Rate	1.2%	2.1%	1.2%	1.2%	1.2%	1.9%	1.4%	2.4%	2.4%	.05%	.01%		1.4%
Vehicle Accidents	3	3	2	2	4	1	3	2	0	6	5		3
Workers' Comp	0	2	3	2	5	2	8	2	4	2	2		3
Covid Related	13	3	3	0	0	0	1	2	3	3	2		3
Telework	13	14	14	14	14	14	14	14	14	14	14		14

## MONTHLY STATISTICS

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Employees – FT & PPT	423	427	418	417	420	427	424	422	427	427	423	431	424
Employees – Part Time	116	111	113	117	137	143	143	144	137	125	106	100	124
Total Employees	539	536	531	534	557	570	567	566	564	552	529	531	548
Male	411	412	409	411	420	428	426	425	429	417	404	408	417
Female	128	124	122	123	137	142	141	141	135	135	125	123	131
Ethnicity – White (Not Hisp or Latino)	321	324	321	325	332	340	339	338	334	324	316	321	328
Ethnicity – Black or African American	195	190	188	187	200	204	203	202	206	207	189	188	197
Ethnicity – Hispanic or Latino	18	17	17	17	19	19	18	18	16	16	15	16	17
Ethnicity – Asian	1	1	1	1	1	2	2	2	2	2	2	2	2
Ethnicity – Other	4	4	4	4	5	5	5	5	6	6	7	7	5
Vacancies	24	25	30	31	31	33	26	36	34	35	35	27	31
Applications	308	179	386	215	251	392	121	317	146	309	123	94	237
Applicant Notices	141	147	90	90	230	173	92	97	476	126	69	43	148
New Hires	6	4	9	9	7	9	7	7	7	4	4	6	7
Promotions	3	0	4	4	3	3	0	2	6	8	6	2	3
Resignations	6	10	9	9	3	8	8	6	7	5	3	3	6
Retirements	2	2	2	2	1	2	2	1	1	0	2	5	2
Terminations - Involuntary	2	1	0	0	0	1	0	1	1	1	1	1	1
Turnover Rate	2.4%	3.0%	2.6%	2.1%	1.0%	2.6%	2.4%	1.9%	2.1%	1.4%	1.4%	2.1%	2.1%
Vehicle Accidents	5	1	4	1	4	2	3	4	0	0	2	3	3
Workers' Comp	0	0	0	0	0	0	0	0	1	0	1	0	0
FFCRA Leave/ Covid Related	76	7	1	1	9	14	23	3	9	7	1	8	13
Telework	11	11	11	11	11	12	13	13	13	13	13	13	12

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

Information Technology

November 2023

Prepared By: Angela Price

Date Prepared: December 4, 2023

- Completed migration to Exchange Online/365.
- Recorded State of the Community and Veterans Day Parade.
- IT Staff trained on Fiber Splicing.
- Repaired door at GPD & printed GPD credentials.
- Completed CAT6 terminations for IT Mobile Unit.
- Threatlocker Zero Trust fully implemented.
- Setup backend for Upsafety Traffic Management.
- Recorded drone footage of Lights Up.
- Set up for drone coverage of parade and the Command Center.
- Completed fiber to IT Mobile Unit and Fuel Island.
- Migrated Banner to new login server.
- Replaced camera at GPD.
- Reviewed Request for Proposal responses for Copier Contract.
- Worked with Johnson Controls to prep for new chiller.

2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened	825	719	842	692	730	689	710	722	694	847	676		741	8,146
Tickets Closed	776	840	805	694	694	778	746	701	693	769	696		745	8,194
Open Tickets	433	312	349	347	383	294	258	279	280	358	338		330	

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened	379	353	430	362	451	503	562	523	624	749	663	656	521	6,255
Tickets Closed	310	304	466	398	392	540	464	548	590	686	689	795	515	6,182
Open Tickets	474	523	487	451	510	473	571	546	580	643	617	478	529	

## INSPECTIONS

Nov 2023

Prepared By: Allen Anderson, Jr.

Date Prepared 11/06/23

The valuation of all permits issued (Residential, Commercial, & Miscellaneous) for November totaled \$20,336,806.02. New Residential permits are included in this valuation. Significant projects this month: New Wendy's Restaurant at \$950,000, Baker Pipe storage building at \$565,000 and 12 new single-family dwellings at \$2.8M.

The valuation of all buildings (Residential & Commercial) permits totaled \$14,392,546. Miscellaneous permits (plumbing, mechanical, electrical, fire, etc.) are not included.

All permit fees collected for the month totaled \$48,543. Of the permit fees collected for the month, \$4,500 was collected in technology fees. Plan review fees collected during the month totaled \$2,925. Business Registration fees collected totaled \$1,080.

The Inspectors did a total of 780 inspections for the month. During the month of November, six (6) business inspections were completed. A total of 354 permits were issued for the month. Sixty-six (66) plan reviews were completed for November.

<b>2023</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
All Permit Valu. \$ (M)	\$7.7	\$43.8	\$23.8	\$9.2	\$10.4	\$7.6	\$36.5	\$59.7	\$11.8	\$19.5	\$20.3		\$22.8
All Bldgs Valu. \$ (M)	\$3.5	\$42.1	\$6.3	\$5.0	\$6.7	\$5.3	\$25.8	\$48.6	\$7.7	\$16.1	\$14.4		\$16.5
New Residential \$ (M)	\$1.5	\$652K	\$2.8	\$2.6	\$4.1	\$2.9	\$4.3	\$3.5	\$1.4	\$3.5	\$2.8		\$2.7
Misc \$ (M)	\$4.2	\$1.7	\$17.5	\$4.2	\$3.7	\$2.3	\$10.7	\$11.2	\$4.2	\$3.4	\$5.9		\$6.3
Permit Fee \$ (K)	\$31	\$40	\$65	\$39	\$50	\$35	\$61	\$81	\$53	\$98	\$49		\$55
Inspections	511	517	626	542	717	781	709	747	827	887	780		695
Permits Issued	287	413	347	414	333	348	359	463	366	364	354		368
Plan Reviews	49	35	49	53	83	58	75	74	107	110	66		69
<b>2022</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
All Permit Valu. \$ (M)	\$3.9	\$11.1	\$5.4	\$6.7	\$5.1	\$9.6	\$17.8	\$6.5	\$9.7	\$10.7	\$8.6	\$5.6	\$8.4
All Bldgs Valu. \$ (M)	\$2.1	\$9.1	\$3.9	\$5.0	\$2.4	\$7.6	\$15.4	\$3.3	\$6.5	\$9.4	\$6.4	\$2.3	\$6.1
New Residential \$ (M)	\$813K	\$3	\$472K	\$4.4	\$341K	\$1.3	\$0	\$300K	\$3.1	\$1.1	\$1.1	\$1.1	\$1.4
Misc \$ (M)	\$1.8	\$2	\$1.4	\$1.7	\$2.7	\$2.0	\$2.4	\$3.2	\$3.1	\$1.3	\$2.3	\$3.3	\$2.3
Permit Fee \$ (K)	\$39	\$43	\$43	\$35	\$43	\$41	\$36	\$48	\$43	\$42	\$33	\$29	\$40
Inspections	460	551	654	614	584	730	531	661	621	587	836	512	612
Permits Issued	258	281	288	281	336	344	253	306	488	306	288	208	303
Plan Reviews	38	66	79	39	45	48	58	56	74	57	33	23	51



PARAMOUNT  
November 2023  
Prepared by: Adam Twiss  
Date Prepared 12/11/2023

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

- **November activity included 25 rental/use days, including 8 public performances.**
  - Notable Activity:
    - PPAS NC Symphony
    - Miss Goldsboro
    - 3 private movie events
    - Stage Struck Wizard of Oz
- **November cancelled/rescheduled programming includes 0 days, 0 public performances**
- **Repairs and Maintenance:**
  - Façade Elements removed, treated, and reattached by TA Loving
  - Essential HVAC mini-splits continued improvement of efficiency
  - Wheelchair lift – To be revisited in 2024.
  - Sound System repair and upgrade – Foundation to fund.
  - Roofing and HVAC system investigated for source of minor interior water damage.
  - Fire/sprinkler/alarm inspections complete, minor issues being followed-up

-----FINANCIAL-----

**Expenses: \$102,055:** Labor: \$34,243 / Operations: \$6,867 / Artist and Renter box office Payout: \$60,945

**Revenues: \$31,322:** Tickets: \$65,773 / Building Rentals: \$1791 / Concession: \$228

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	FY 24 Total	Average
Exp	\$25,165	\$64,018	\$37,664	\$62,732	\$102,055								\$291,634	\$58,327
Rev	\$15,366	\$13,492	\$19,419	\$31,322	\$67,792								\$147,391	\$29,478
	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	FY 23 Total	Average
Exp	\$47,039	\$34,677	\$52,943	\$64,232	\$38,325	\$149,481	\$63,274	\$46,490	\$66,591	\$75,399	\$100,423	\$110,336	\$849,210	\$70,768
Rev	-\$867	\$9,685	\$27,448	\$27,531	\$54,098	\$99,030	\$49,176	\$12,457	\$67,200	\$47,572	\$77,666	\$71,398	\$542,394	\$45,200

- North Carolina FC Youth (NCFC), in conjunction with VisitRaleigh.com hosted a Boys College Showcase November 17<sup>th</sup> -19<sup>th</sup>; our Bryan Multi-Sports Complex (MSCX) was one of the locations used for this tournament which showcased high school juniors and seniors; other locations used included Apex, Raleigh, Durham, and Knightdale (to name a few others)
- Specialized Recreation offered flag football at our Bryan MSCX on November 14<sup>th</sup> – **15 participants**
- Goldsboro Event Center (GEC) hosted twelve (12) events during November – **1131 guests** and six (6) City of Goldsboro events – **269 guests**
- The Ballroom floors at the GEC have been repaired and polished
- Specialized Recreation held their Thanksgiving Luncheon on November 15<sup>th</sup> – **30 participants**
- Staff at the GEC had to turn away **29 patrons** due to dates already being booked
- Senior Card Group Play at T.C. Coley Community Center – **158 participants**
- Senior Games Fall Celebration was held at WA Foster Center on November 14<sup>th</sup> – **55 participants**
- Youth Karate Program at WA Foster Center in November – **58 participants**
- Attendance in our Youth and Adult Game Rooms at WA Foster Center – **519 visitors**
- Gym Open Play at WA Foster Center for Adults and Youth during November – **1203 participants**
- Park Maintenance Staff hung lights throughout Herman Park, including the Park House in preparation for the holiday season
- Park Maintenance Staff continue to clean those park restrooms that have not been winterized and the restrooms at the HUB daily
- Park Maintenance Staff continue to tend to the landscaping on Center Street
- As of July 2021, expenditures at all locations on the following report now reflect ALL STAFF associated with/assigned to that location – Full-time staff, Part-time staff, and Seasonal staff

2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	D E C	AVG
Goldsboro Event Center													
Rental Revenue	\$21,154	\$17,487	\$22,241	\$18,705	\$11,441	\$11,359	\$12,152	\$30,435	\$9,465	\$9,609	\$13,162		\$16,110
Facility Usage	1250	1975	1802	3225	2065	2165	2016	2536	1921	1315	1400		1970
Expenditures	\$6,742	\$8,122	\$7,537	\$6,475	\$13,627	\$17,384	\$8,527	\$9,749	\$14,049	\$22,354	\$65,822		\$16,398
W. A. Foster Recreation Center													
Program Revenue	\$2,860	\$2,977	\$2,195	\$1,170	\$1,165	\$14,570	\$825	\$230	\$1,210	\$1,180	\$630		\$2,638
Rental Revenue	\$948	\$1,827	\$2,918	\$1,088	\$625	\$308	\$2,195	\$603	\$1,085	\$1,695	\$1,013		\$1,301
Facility Usage	2633	1632	2022	2651	2983	1546	2077	1942	2013	2935	2650		2280
Expenditures	\$6,989	\$12,076	\$12,603	\$11,993	\$8,585	\$26,741	\$19,668	\$17,541	\$10,287	\$10,179	\$10,033		\$13,336
T. C. Coley Community Center													
Program Revenue	\$497	\$1,130	\$539	\$280	\$250	\$167	\$211	\$237	\$200	\$164	\$117		\$345
Rental Revenue	\$1,890	\$720	\$450	\$450	\$450	\$1,015	\$1,015	\$80	\$490	\$710	\$550		\$711
Facility Usage	197	73	170	193	210	154	177	197	175	314	218		189
Expenditures	\$1,874	\$1,379	\$2,203	\$3,934	\$6,644	\$14,466	\$6,706	\$9,164	\$6,005	\$6,258	\$5,127		\$5,796
Specialized Recreation													
Program Revenue	\$0	\$0	\$0	\$0	\$0	\$36	\$18	\$0	\$0	\$0	\$124		\$16
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Facility Usage	190	182	98	98	45	74	166	184	134	373	126		152
Expenditures	\$7,618	\$8,447	\$6,350	\$6,729	\$7,462	\$11,736	\$8,627	\$5,612	\$4,477	\$5,627	\$2,856		\$6,867
Senior Programs & Pools													
Program Revenue	\$0	\$185	\$0	\$140	\$11	\$4,082	\$8,749	\$3,408	\$930	\$0	\$455		\$1,633
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$400	\$875	\$700	\$774	\$0	\$0		\$250
Facility Usage	166	251	295	210	212	2383	2720	2025	175	164	158		796
Expenditures	\$3,749	\$5,489	\$4,688	\$3,818	\$5,927	\$20,543	\$21,611	\$15,760	\$5,088	\$1,245	\$3,103		\$8,275
Athletics, Field & Picnic Shelters, Bryan MSCX													
Program Revenue	\$65	\$32,120	\$23,050	\$1,142	\$5,780	\$2,565	\$45	\$25,540	\$1,605	\$5,000	\$9,920		\$9,712
Rental Revenue	\$6,136	\$0	\$85	\$0	\$900	\$0	\$0	\$1,950	\$450	\$350	\$0		\$897
Facility Usage	17550	19750	21900	22350	36285	21222	14380	15290	20025	25168	31089		22274
Expenditures	\$4,917	\$9,557	\$10,461	\$10,886	\$10,456	\$33,132	\$7,678	\$14,900	\$12,629	\$64,318	\$18,436		\$17,943
Golf Course													
Revenues	\$37,930	\$32,709	\$55,850	\$48,454	\$56,560	\$73,812	\$61,821	\$63,590	\$57,788	\$52,418	\$41,483		\$52,947
Expenditures	\$63,976	\$35,563	\$52,218	\$36,482	\$53,315	\$60,208	\$31,528	\$83,528	\$46,397	\$56,788	\$315,953		\$75,996
Rounds of Golf	1200	1592	2788	1941	2309	2120	2110	2076	2153	1825	1227		1940
Net	-\$26,046	-\$2,854	\$3,632	\$11,972	\$3,245	\$13,603	\$30,293	-\$19,938	\$11,391	-\$4,370	\$274,470		-\$23,049
Special Events													
Revenues / Sponsorships	\$0	\$2,000	\$0	\$0	\$1,600	\$1,730	\$1,659	\$0	\$0	\$285	\$0		\$661
Participation	0	200	70	152	160	101	101	0	0	42	55		80
Expenditures	\$18	\$911	\$511	\$94	\$3,170	\$2,194	\$1,551	\$0	\$0	\$1,443	\$2,151		\$1,095
TOTAL REVENUE	\$71,480	\$91,155	\$107,328	\$71,429	\$78,782	\$110,044	\$89,565	\$126,773	\$73,997	\$71,411	\$67,454		\$87,220
TOTAL EXPENSES	\$95,883	\$81,544	\$96,571	\$80,411	\$109,186	\$186,404	\$105896	\$156,254	\$98,932	\$168212	\$423481		\$145,707
TOTAL REVENUE FOR THE YEAR			\$959,418										
TOTAL EXPENSES FOR THE YEAR			\$1,602,774										

<b>2022</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>AVG</b>
<b>Herman Park Recreation Center</b>													
Program Revenue	\$1,910	\$520	\$720	\$978	\$2,050	\$27,880	\$3,200	\$1,190	\$720	\$1,710	\$1,505	\$990	\$3,614
Rental Revenue	\$735	\$1,475	\$1,530	\$2,350	\$520	\$1,366	\$1,013	\$1,895	\$0	\$0	\$450	\$450	\$982
Facility Usage	250	189	243	188	159	1475	470	224	286	468	390	292	386
Expenditures	\$7,135	\$5,287	\$6,294	\$6,126	\$5,142	\$8,344	\$17,670	\$8,333	\$4,855	\$5,048	\$4,652	\$4,485	\$6,948
<b>WA Foster Recreation Center</b>													
Program Revenue	\$895	\$295	\$505	\$430	\$2,453	\$3,750	\$1,475	\$1,185	\$1,108	\$1,258	\$563	\$1,952	\$1,322
Rental Revenue	\$900	\$2,820	\$1,800	\$3,058	\$2,163	\$1,653	\$2,950	\$1,025	998	\$1,238	\$513	\$1,377	\$1,625
Facility Usage	1595	1565	1565	2051	1814	2495	2268	2814	1825	1719	1579	2325	1779
Expenditures	\$18,218	\$18,684	\$16,911	\$16,186	\$12,952	\$13,819	\$29,738	\$15,471	\$8,798	\$11,022	\$9,556	\$10,764	\$15,177
<b>T.C. Coley Community Center</b>													
Rental Revenue	\$518	\$450	\$518	\$518	\$880	\$948	\$525	\$698	\$855	\$585	\$585	\$585	\$639
Expenses	\$1,848	\$0	\$0	\$0	\$80	\$0	\$100	\$0	\$0	\$42	\$0	\$357	\$202
<b>Specialized Recreation</b>													
Program Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$39	\$0	\$3
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Usage	95	119	152	58	360	220	203	211	222	230	160	123	179
Expenditures	\$5,865	\$5,592	\$5,921	\$5,620	\$4,039	\$4,761	\$6,253	\$2,946	\$2,064	\$10,867	\$11,985	\$6,856	\$6,064
<b>Senior Programs &amp; Pools</b>													
Program Revenue	\$105	\$105	\$105	\$105	\$1,807	\$8,484	\$4,936	\$2,594	\$190	\$190	\$462	\$190	\$1,606
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Usage	232	376	375	1013	1243	3492	3287	1870	268	256	194	271	1073
Expenditures	\$1,027	\$2,257	\$1,874	\$1,722	\$2,437	\$11,092	\$37,817	\$30,044	\$13,284	\$5,555	\$3,114	\$5,234	\$9,621
<b>Athletics, Field &amp; Picnic Shelters, Bryan MSCX</b>													
Program Revenue	\$5,555	\$16,145	\$10,338	\$3,319	\$19,384	\$2,790	\$3,155	\$27,200	\$27,200	\$2,990	\$7,460	\$1,362	\$10,575
Field / Shelter Rental \$	\$0	\$0	\$0	\$150	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$44
Facility Usage	10673	14935	23858	29346	44914	36785	11450	13125	13125	23100	23000	13425	21478
Expenditures	\$22,418	\$15,209	\$16,761	\$19,436	\$34,794	\$10,597	\$16,635	\$11,609	\$9,099	\$8,745	\$13,479	\$5,587	\$15,364
<b>Golf Course</b>													
Revenues	\$15,988	\$33,437	\$50,876	\$63,756	\$68,934	\$61,883	\$51,301	\$56,058	\$50,749	\$58,366	\$34,376	\$26,979	\$47,725
Expenditures	\$31,667	\$37,653	\$43,486	\$35,649	\$38,279	\$49,110	\$57,300	\$80,153	\$43,513	\$41,316	\$34,791	\$43,762	\$44,723
Rounds of Golf	433	1296	1724	2502	1936	1976	1816	1401	1291	1699	1120	541	1478
Net	<b>- \$15,680</b>	<b>- \$4,216</b>	\$7,390	\$28,107	\$30,655	\$12,773	<b>- \$5,999</b>	<b>- \$24,100</b>	\$7,236	\$17,051	<b>- \$415</b>	<b>- \$16,782</b>	\$3,002
<b>Special Events</b>													
Revenues / Sponsorships	\$0	\$0	\$0	\$0	\$0	\$1,975	\$0	\$0	\$300	\$370	\$0	\$0	\$220
Participation	0	0	0	1600	0	110	0	0	75	766	0	5000	629
Expenditures	\$2,013	\$110	\$110	\$285	\$0	\$1,599	\$0	\$0	\$472	\$472	\$0	\$1,861	\$577
<b>TOTAL REVENUE</b>	\$26,606	\$55,247	\$66,392	\$74,664	\$98,266	\$110,729	\$68,555	\$91,845	\$81,122	\$66,707	\$45,952	\$34,185	\$820,269
<b>TOTAL EXPENSES</b>	\$90,191	\$84,792	\$91,357	\$85,024	\$97,723	\$99,322	\$165,513	\$148,556	\$82,085	\$83,067	\$77,577	\$78,905	\$1,184,112
<b>TOTAL REVENUE FOR THE YEAR</b>				<b>\$820,269</b>									
<b>TOTAL EXPENSES FOR THE YEAR</b>				<b>\$1,184,112</b>									

\*\*Expenditures include part-time labor cost, facility operational cost, and full-time labor cost. Not included in expenditures is loan/bond payments and electricity for the areas except for our Golf Course. All these costs are included in our Golf Course Expenditures.

## PLANNING

November 2023

Prepared By: Nya Watson

Date Prepared: December 7, 2023

Planning staff reviewed and signed off on all commercial and residential building and sign permits. Staff continues to prepare for upcoming meetings and has overseen contracted projects for the ADA Transition Plan, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. Staff continues compliance with the NCGS Legislative 160D updates. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports.

## 2023

2023	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
<b>Planning Dept.</b>														
<b>Staff Level</b>														
Site Plans	4	0	1	3	5		11			9	1			
Subdivision	3	2	1	3	0	0	2			1	0			
<b>Planning/City Council</b>														
Rezoning	3	2	1	2	3	4	1			2	2			
Special Use	1	3	1	0	2	2	1			0	1			
Annexation	1	0	0	0	0	0	0			0	0			
Home Occupation	1	0	0	0	0	1	0			2	0			
<b>Historic District Commission</b>														
Commission Review	0	3	2	2	3	3	2			0	1			
Staff Review	0	0	2	2	1	2	2			0	0			
<b>UDO Violations</b>														
Notice of Violations				4	10	0	0			2				
Violations with Payments				1	0	0	0			0	0			
<b>Code Enforcement</b>														
Notice of Violations (Require Lot Cut)	0	0	0	0	38					14	9			
Notice of Violations (Total NOV's Issued)				119	125					9	21			
Grass Cutting Payments to Contractor	\$0.00	\$0.00	\$0.00	\$0.00	\$2,600					\$2,295	\$1,680			
Unightly Lot Payments to Contractor				\$490.00	\$4,600									
Tagged Vehicles	0	1	0	3	4					5	4			
Illegal Signs Removed	56	102	222	156	333					38	130			
Bags of Litter Picked Up	128	303	189	271	189					260	133			



## 2022

2022	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
<b>Planning Dept.</b>														
<b>Staff Level</b>														
Site Plans	0	0	3	4	0	6	2	3	1	5	3	0	27	2
Subdivison	0	0	2	2	0	4	0	1	1	0	1	0	11	1
<b>Planning/City Council</b>														
Rezoning	0	2	4	3	5	2	1	3	2	2	3	1	28	2
Special Use	3	1	0	1	2	1	3	3	2	2	3	0	21	2
Annexation	-	-	-	-	-	-	-	-	-	-	1	1	2	0
<b>Historic District Commission</b>														
Commission Review	1	1	1	0	2	0	3	1	0	1	1	2	13	1
Staff Review	1	2	1	2	1	1	2	1	0	0	2	0	13	1
<b>Code Enforcement</b>														
Grass Cutting # Lots	0	0	0	0	0	85	79	47	64	55	28	4	362	45
Grass Cutting Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0	\$0	\$4,565	\$2,755	\$3,675	\$2,924	\$1,435	\$ 784.00	\$16,138	\$2,017
Tagged Vehicles	48	25	18	13	3	7	9	6	15	18	3	12	177	15
Illegal Signs Removed	56	92	102	202	88	127	266	79	96	45	29	36	1218	102
Bags of Litter Picked Up	202	165	222	286	198	400	326	422	332	247	114	208	3122	260

**GOLDSBORO POLICE DEPARTMENT**

November 2023

Prepared By: Michael D. West

Date Prepared: December 6, 2023

Total Part I Crimes (Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny, Motor Vehicle Theft, and Arson) for November 2023 was 230, compared to 148 for November 2022.

Property with an estimated value of \$519,561 was reported stolen, while property with an estimated value of \$233,311 was recovered and property damaged was \$47,565.

Officers arrested 76 people and issued 231 citations during the month. There were 3 drug-related charges.

There was 1 report(s) of assault(s) on officer(s).

Revenue collected for November 2023 included:

Police Reports	\$ 887.00
Fingerprints	\$ 50.00
Special Events	\$ 300.00
<b>Total</b>	<b>\$ 1,237.00</b>

<b>PART I CRIME COMPARISON &amp; TREND</b>														
<b>2023</b>	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	<b>Total</b>	
<b>OFFENSE</b>														
Homicide	0	0	1	2	2	0	0	0	0	3	0		8	
Rape	0	2	1	2	0	0	0	0	0	0	2		7	
Robbery	2	1	4	1	5	4	2	6	4	4	6		39	
Aggravated Assault	15	17	26	16	20	17	23	23	22	22	28		229	
Breaking & Entering	22	16	12	18	29	24	30	28	27	25	39		270	
Larceny	112	88	110	114	160	148	135	162	131	153	137		1450	
Motor Vehicle Theft	10	10	16	12	9	9	23	22	16	16	16		159	
Arson	0	0	0	0	1	0	0	0	2	1	2		6	
<b>TOTALS</b>	161	134	170	165	226	202	213	241	202	224	230		2168	
<b>2022</b>	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	<b>Total</b>	
<b>OFFENSE</b>														
Homicide	0	1	2	0	0	2	0	0	1	0	0	1	7	
Rape	1	2	1	3	1	1	1	1	2	0	3	3	19	
Robbery	1	2	6	3	5	3	8	2	2	2	5	2	41	
Aggravated Assault	11	12	20	31	27	20	20	19	25	16	13	13	227	
Breaking & Entering	25	19	18	26	19	28	24	16	24	17	10	10	236	
Larceny	92	86	95	118	94	117	106	127	103	162	102	112	1314	
Motor Vehicle Theft	6	6	7	5	15	21	9	7	9	14	15	6	120	
Arson	0	1	0	1	0	0	0	0	0	0	0	0	2	
<b>TOTALS</b>	136	129	149	187	161	192	168	172	166	211	148	147	1966	

PUBLIC UTILITIES DEPARTMENT  
November 2023  
Prepared By: Robert Sherman  
Date Prepared: December 11, 2023

#### Water Treatment Plant

- The Water Treatment Plant operations are proceeding smoothly.
  - Currently implementing Capital Projects for the replacements of the ATs at the WTP and at the NRPS.
  - The Water Treatment Plant is fully staffed and certified

#### Water Reclamation Facility

- The Water Reclamation Facility (WRF) operations have been performing well. The average daily flow for November is 7.33-MGD. The yearly average flow for the WRF is 8.57-MGD. This puts the WRF at 60% capacity.
  - All the city's 26 pump stations are operating well. No major issues to report.
  - Capital projects: **Replacement of the underdrain system for Sand filter #2 has been completed at the WRF (Cost \$251,097.36), Bulk Storage Tank installation has been completed at the WRF (Cost \$135,201.01), Repair to Basin #3's 12" Sludge Return Line has been completed,** Generator at Westbrook L/S, and Upgrade of the Public Utilities Telemetry System Replace Transfer Switches at the Neuse River Pump Station and WTP, Replace Construction of Bay 8 enclosure at the Compost Facility and Replace flow meters at the WTP.
  - WRF has 3 uncertified operators, and one open position. All scheduled to test for certification in December.
  - Ash St. Lift Station upgrade with MOPCO is in service. River Bend Lift Station construction has started. The River Bend lift station will replace Big and Little Cherry lift stations.

#### Compost Facility

- Six hundred and fifty-nine cubic yards of compost and mulch were sold in November 2023.
- 2 Compost operators with no Class B driver's license, but the Compost Facility is fully staffed.

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

2023 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Average
Water*	5.82	5.80	6.32	5.35	5.58	6.76	6.29	6.30	6.04	6.10	5.96		6.02
Sewer**	7.23	9.94	7.81	9.94	8.64	7.87	9.69	8.82	9.76	7.27	7.33		8.57
Compost	163	358	835	1509	888	866	822	845	226	1432	659		782

\*Water permit- 14.0 MGD; \*\*Wastewater permit- 14.2 MGD

2022 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Average
Water*	5.608	5.487	5.60	5.53	5.91	6.15	6.304	6.330	6.254	5.97	5.80	6.086	5.92
Sewer**	9.15	9.32	8.63	7.86	7.57	6.56	7.85	7.34	7.05	6.99	6.48	6.67	7.62
Compost	165	972	663	1,287	995	278	419	204	491	619	830	262	599

\*Water permit- 14.0 MGD; \*\*Wastewater permit- 14.2 MGD

**Public Works Department**

November 2023

Prepared by: Jamie Stanley

Date Prepared: 11 December 2023

**Monthly Highlights**

**Buildings & Grounds:** Buildings & Grounds: Christmas lights and decorations have consumed a majority of man hours, City Hall decorations, wreaths and overheads. Also set up and tear down of the Lights Up Event. Maintenance also resolved Exit/Emergency lighting and several other lighting and plumbing issues throughout city buildings

**Distribution & Collections:** Call duty responded to 19 after hour calls--total of 32.5 hours. Completed 111 work orders. Mowed all outfalls and now mowing walking trails. Cleaned 5 lift stations.

**Streets & Stormwater:** Repaired 4 Utility cuts totaling 35.2SY and 92 potholes, 5 trees in roadway, 252 SY concrete sidewalk. 2,516 LF of small ditches cleaned, Swept 255 curb miles, Jet Rod 3,970 LF storm pipe, cleaned 12 Manholes and 19 Catch Basins, 0 Hours of Call Duty. Repaired major washout on Franklin St.

Departments		2023												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	10.7	17.6	11.3	9.8	19.0	20.0	24.5	20.7	16.4	19.2	23.1		17.5
	Lines Camera'd (1000-ft)	1.6	5.2	3	3.3	4.6	3.7	2.5	3.4	2.0	1.1	1		2.9
	Water Repairs	30	22	23	24	31	16	21	23	17	29	36		24.7
	Sewer Repairs	12	12	18	16	24	10	17	24	11	13	17		15.8
	Hydrants Replaced/Fixed	12	3	5	3	2	3	5	1	1	3	4		3.8
Bldg & Grounds	Meter Install/Changed	3	5	8	5	4	8	6	4	7	6	4		5.5
	Radio, Electrical, Bldg	49	61	63	33	44	39	39	28	42	27	45		42.7
	ROW Mowing (ac)	0	0	0	61	91	82	97	104	51	10	0		45.1
	City-Owned Lots Mowing (ac)	0	15	69	75	276	102	67	103	166	60	20		86.6
Garage	Total Work Orders	249	207	265	245	279	213	228	232	228	230	184		232.7
	Total Fuel Cost (x1000)	\$ 79	\$ 74	\$ 76	\$ 75	\$ 86	\$ 77	\$ 87	\$ 92	\$ 79	\$ 74	\$ 53		77.4
Solid Waste	Refuse (x1000 tons)	1.08	0.91	1.10	0.98	1.08	1.03	1.11	1.14	1.04	1.07	1.00		1.049
	Recyclables (tons)	0	38	0	37	71	56	39	13	23	0	29		27.9
	Leaf-n-Limbs (x1000 tons)	0.9	0.8	0.6	0.6	0.5	0.5	0.4	1.0	0.7	0.7	0.7		0.648
Cemetery Funerals		5	4	5	5	4	0	1	1	3	5	0		3.0
Street & Storm	Utility Cut Repairs	9	8	23	17	32	20	15	25	11	5	4		15.4
	Pot Hole Repairs	70	65	105	145	113	110	88	40	34	153	92		92.3
	Streets Swept (miles)	49.7	102	170.8	130.2	190	196.5	229.2	275.9	277	300	254.6		197.8
	Pipe&Open Ditch Maint(1000-ft)	4.05	2.07	2.16	2.43	0.00	0.40	0.38	1.95	1.29	4.1	1.43		1.8
	Ditch mowing (1000-ft)	0.00	2.85	0.00	0.00	50.48	7.91	3.68	11.80	18.41	15.56	25.16		12.4
	Storm Pipe Repairs	1	3	1	7	4	0	3	1	1	3	3		2.5
2022														
Distribution & Collections	Utility Line Maint (1000-ft)	9.1	4.7	9.0	14.8	12.9	15.3	37.1	31.0	4.5	5	11.9	6.4	13.5
	Lines Camera'd (1000-ft)	2.3	1.9	2.2	1.9	3.5	7.1	3.0	4.1	4.1	3.5	4	2.4	3.3
	Water Repairs	33	37	25	26	19	27	25	24	14	25	26	21	25.2
	Sewer Repairs	20	19	20	14	25	17	28	11	12	6	18	6	16.3
	Hydrants Replaced/Fixed	2	2	2	1	8	3	2	32	3	5	10	6	6.3
Bldg & Grounds	Meter Install/Changed	12	27	16	6	12	15	4	8	5	5	8	6	10.3
	Radio, Electrical, Bldg	41	53	42	35	38	48	46	41	29	29	38	34	39.5
	ROW Mowing (ac)	32	15	55.5	74.2	92.8	65.6	90.6	53.3	96.8	38.5	0	0	51.2
	City-Owned Lots Mowing (ac)	0	10	39.2	84	195.9	226.7	147.5	165.7	86.8	11	0	0	80.6
Garage	Total Work Orders	295	200	257	212	224	244	227	253	219	232	204	165	227.7
	Total Fuel Cost (x1000)	\$ 49	\$ 48	\$ 57	\$ 52	\$ 117	\$ 141	\$ 112	\$ 111	\$ 98	\$ 93	\$ 89	\$ 70	86.4
Solid Waste	Refuse (x1000 tons)	1.07	0.91	1.11	0.98	1.04	1.09	0.96	1.16	0.97	0.81	0.91	1.05	1.0
	Recyclables (tons)	20	38	0	0	0	0	0	41	68	87	51	55	30.0
	Leaf-n-Limbs (x1000 tons)	0.6	0.5	0.5	0.5	0.5	0.9	0.5	0.4	0.5	0.6	0.6	0.8	0.6
Cemetery Funerals		4	5	4	2	2	5	4	3	2	3	8	5	3.9
Street & Storm	Utility Cut Repairs	0	36	23	16	13	9	17	16	9	15	14	0	14.0
	Pot Hole Repairs	65	51	116	14	56	15	33	57	23	16	16	39	41.8
	Streets Swept (miles)	78.2	156.1	177.2	127.8	166.28	191	133.9	209.2	152.3	138.4	69.2	63.4	138.6
	Pipe&Open Ditch Maint(1000-ft)	0.14	0.00	3.00	0.00	0.20	0.31	0.13	0.02	0.44	0	0.2	0.2	0.4
	Ditch mowing (1000-ft)	0.00	0.40	0.00	0.00	19.28	44.50	9.43	31.60	17.38	20.04	3.08	0.00	12.4
	Storm Pipe Repairs	6	2	2	2	3	3	1	7	3	1	4	1	2.9

- Total hotel revenue generated in October was \$2,347,713 which is down 1.0% YOY. November revenue not yet released.
- Network connection interruptions have made it impossible for Compass Media to perform their usual SEO audit. Tyler and Chris in IT have been notified and are working on giving Compass Media's site crawler full access so that the SEO info can be obtained for the next report.
- Website Video Shoot with 57 Marketing – 11/6
- Amanda attended the State of the Community update on 11/9 @ GEC
- Amanda attended the NCTIA Tourism Leadership Conference – 11/15-11/17. Travel and Tourism received a Platinum marketing achievement award for the Wings Over Wayne Air Show video.
- Monthly GTC/TDA Meeting – 11/29
- Working on office relocation

#### City Occupancy Tax Collections

November figures have not been released

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
<b>2023-24</b>	\$90,771	96,122	\$82,030	\$83,980										<b>\$88,225</b>
<b>2022-23</b>	\$77,698	\$88,942	\$92,884	\$105,264	\$98,050	\$90,136	\$70,276	\$64,615	\$81,123	\$88,849	\$86,324	<b>\$100,063</b>	<b>\$1,044,224</b>	<b>\$87,018</b>



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 18, 2023 COUNCIL MEETING

**Moved to Individual Action**  
**Moved to Jan 8, 2024 Meeting**

SUBJECT: Award Final Upset Bid for 200 N. Carolina Street to Community Technical Assistance, Inc.

BACKGROUND: Council authorized the staff to advertise for upset bids (G.S. 160A-266 and 160A-269) at the September 18, 2023 meeting. Staff advertised and received a total of five upset bids through November 28, 2023.

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

200 N. Carolina St.

Offeror: Community Technical Assistance, Inc.

Offer: \$8,500.00

Bid Deposit: \$4,500.00

Pin #: 2599773020

Tax Value: \$3,320.00

Zoning: R-6

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a cashier check. The original offer was \$1,800.00 from Mr. Norris Uzzell, and the final upset bid amount was \$8,500.00. The upset bid amount was a minimum of \$5,930.00 which is 10% of the first \$1,000.00 and 5% after the first \$1,000.00, so the final upset bid of \$8,500.00 was satisfactory. There were no further bids received when the final upset period ended on November 28<sup>th</sup>.

Community Technical Assistance, Inc. is registered and active with the North Carolina Secretary of State as a non-profit corporation.

RECOMMENDATION:

It is recommended that the City Council, by motion:

1. Adopt the attached resolution to accept upset bid offer on 200 N. Carolina St. to Community Technical Assistance, Inc. so that staff may request consensus from Wayne County Board of Commissioners and authorize city officials to execute documents to transfer ownership to the high bidder.

Date: 12/11/23



Catherine F. Gwynn, Finance Director

Date: 12/12/23



Timothy Salmon, City Manager

**RESOLUTION NO. 2023- \_\_\_\_\_**

**RESOLUTION AUTHORIZING AWARD AND FINAL SALE OF REAL PROPERTY**

**WHEREAS**, the City of Goldsboro and County of Wayne jointly own certain real property at **200 N. Carolina Street (Pin #2599773020)**; and

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

**WHEREAS**, the City has received an upset bid offer to purchase the property described above, in the amount of **\$8,500.00 (Eight Thousand Five Hundred Dollars and no/100)** submitted by **Community Technical Assistance, Inc. (Offeror)**; and

**WHEREAS**, there were no other upset bids received in the subsequent upset bid period; and

**WHEREAS**, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of **\$4,500.00 (Four Thousand Five Hundred Dollars and No/100)**.

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

- 1) The City Council declares this property as surplus.
- 2) The City Council authorizes the sale of the property described above through North Carolina General Statute § 160A-269.
- 3) The City Council accepts the final upset bid offer as stated.
- 4) City officials shall seek approval of the final sale from the Wayne County Board of Commissioners.
- 5) City Council further authorizes and empowers City officials to execute the instruments necessary to convey the property to the Offeror after concurrence from the Wayne County Board of Commissioners.
- 6) The City reserves the right to withdraw the property from sale at any time before ownership is transferred and recorded.
- 7) The terms of the final sale are:
  - a) Buyer must pay with cash at the time of closing.
  - b) Buyer must pay closing costs.

This resolution shall be in full force and effect from and after this 18<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Charles Gaylor, IV  
Mayor

Attested by:

\_\_\_\_\_  
Laura Getz  
City Clerk

***Community Technical Assistance, Inc. (CTA)***

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November 8, 2023



**City of Goldsboro  
PO Drawer A  
Goldsboro, NC 27530**

Ref: Land Purchase Interest for Parcel at 200 Carolina Street, Goldsboro NC:  
- **#2599773020 Bid Amount \$8,500**

**To Whom It May Concern:**

I am writing on behalf of Community Technical Assistance, Inc. a non-profit 501c3 organization with interest in acquiring the above property as the bid amount indicated.

Enclosed is our certified check in the amount of \$4,500 (53%) made payable City of Goldsboro.

Feel free to contact me if you should have any questions or comments via email - [roland@cta-us.com](mailto:roland@cta-us.com) or cell phone at (973) 476-1595.

**Sincerely,**

A handwritten signature in blue ink, appearing to read "Roland Whitley, Jr.", is written over a faint, circular official stamp.

**Rev. Roland Whitley, Jr.  
Executive Director**  
Rw/rw

Cc:  
CTA Board of Directors  
Octavius Murphy, Assistant to the City Manager

## CASHIER'S CHECK

6726903768

0067269

11-24

Office AU #

1210(8)

Remitter: ROLAND WHITLEY  
Operator I.D.: u860331

October 3, 2023

PAY TO THE ORDER OF \*\*\*CITY OF GOLDSBORO\*\*\*

\*\*Four Thousand Five Hundred and 00/100 -US Dollars \*\*

\*\*\$4,500.00\*\*

Payee Address:  
Memo: 200 N CAOLINA ST

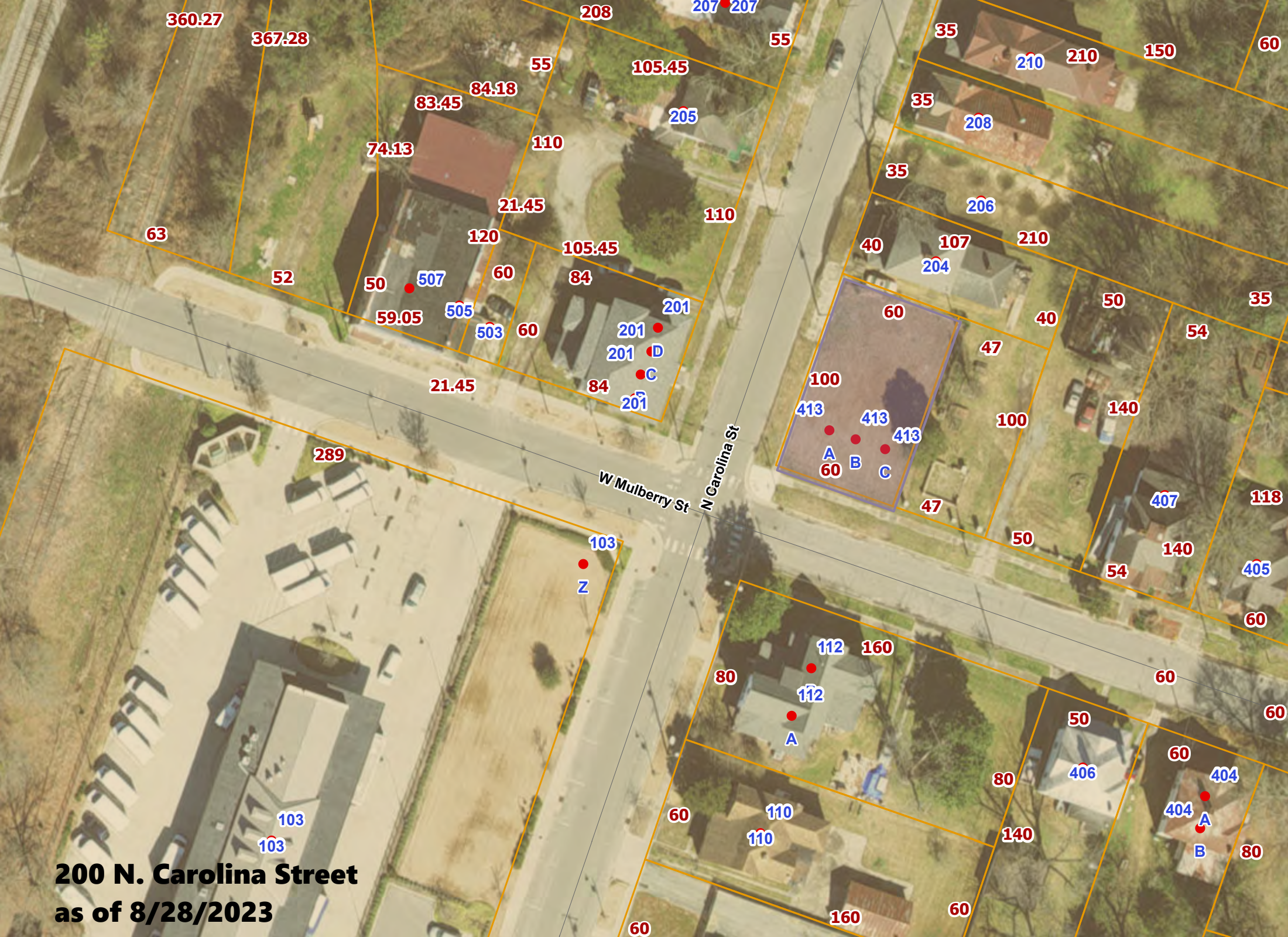
VOID IF OVER US \$ 4,500.00

WELLS FARGO BANK, N.A.  
301 E ASH ST  
GOLDSBORO, NC 27530  
FOR INQUIRIES CALL (480) 394-3122

*Murana S. Can*  
CONTROLLER

00 206 311





**200 N. Carolina Street**  
**as of 8/28/2023**



WAYNE COUNTY

WAYNE COUNTY & CITY OF GOLDSBORO

200 N CAROLINA ST  
79266550

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

Reval Year: 2019 Tax Year: 2023 N CAROLINA ST

Appraised by on 01702 WEST SIDE DOWNTOWN

Return/Appeal Notes: Parcel: 2599773020

PLAT: / UNIQ ID 47355

ID NO: 12000068005001

CARD NO. 1 of 1

1.0000 LT

SRC=

TW-12

CI-01 FR-00 EX-2 AT-

LAST ACTION 20201027