

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, DECEMBER 20, 2021**



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

- I. WORK SESSION–5:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET**
 - 1. ROLL CALL**
 - 2. ADOPTION OF THE AGENDA**
 - 3. OLD BUSINESS**
 - a. Coronavirus Relief Fund Update (City Manager)
 - 4. NEW BUSINESS**
 - b. FY 19-20 Audit Update (Dixon, Hughes, Goodman, LLC)
- II. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET**

Invocation (Rev. Phyllis Vail, St. Paul Methodist Church)
Pledge of Allegiance
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES**
 - A. Minutes of the Work Session and Regular Meeting of December 6, 2021
- V. PRESENTATIONS**
- VI. PUBLIC HEARING**
 - B. SU-13-21 Elondia Grant (Place of Entertainment w/out ABC) – Subject property is located on the north side of E. Mulberry Street between Center Street and John Street (Planning)
 - C. SU-14-21 Heather Giddens – (Bingo Game Establishments) South side of W. US 70 HWY. between Claridge Nursery Road and Hargrove Streets-Little River Shopping Center (Planning)
 - D. SU-15-21 B.R. Stone (Accessory Dwelling) – Southwest corner of Sunset and Michelle Dawn Drives (Planning)
 - E. Z-12-21 Sheila B. Cannon – (R9-R6) – North side of Humphrey St. between Fourth and Aycock St. (Planning)
 - F. Z-13-21 Jason Seeley (GBCD-GBCD) – East side of S. Berkeley Blvd., northeast of the intersection of E. Elm and S. Berkeley Blvd./Wright Brothers Ave (Planning)

Planning Commission Excused
- VII. PUBLIC COMMENT PERIOD**
- VIII. CONSENT AGENDA ITEMS**
 - G. Neighborhood Plan Property Transfer (Downtown)
 - H. Boards and Commissions Meetings for 2022 (City Clerk)
 - I. Advisory Board and Commission Appointments (City Clerk)
 - J. Amending Chapter 32 of the Code of Ordinances of the City of Goldsboro (City Clerk)
 - K. Departmental Monthly Reports
- IX. ITEMS REQUIRING INDIVIDUAL ACTION**
- X. CITY MANAGER’S REPORT**
- XI. MAYOR AND COUNCILMEMBERS’ REPORTS AND RECOMMENDATIONS**
 - L. Resolution Expressing Appreciation for Services Rendered by Marty Anderson as an Employee of the City of Goldsboro for More Than 13 Years
- XII. CLOSED SESSION**
- XIII. ADJOURN**

Vine Street Storm Water Repairs – Request for Approval

ws Item c
added at meeting

20 Dec 2021

Talking Points

- Stormwater infrastructure along Vine Street between George St and Virginia St has failed
 - Needs to be replaced vs. repaired
 - Old pipe will be abandoned in place and filled with flowable fill
- Installation of new pipe will be parallel to Vine St – within the grass median
 - Upgrading from 12" to 18" pipe
- Installation will be accomplished in-house—cost estimate is \$35K to \$45K
 - Estimate to contract out ~ \$85K - \$100K
- Plan to Utilize Stormwater Capital Project Funds – funds are available
 - Finance will present an agenda item at the January 10, 2022 work session to officially appropriate the funds
 - In the interim, we need council approval/consent to proceed with the project in order to expense funds and order materials for a projected mid-January start date

Vine Street
Replacing 12" Clay Pipe w/ 18" HDPE

Item No.	Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Proposed 18" Double Wall Watertight Gasketed HDPE	Linear Feet	456	\$60.00	\$27,360.00
2	Tie to Ex. Catch Basin	Each	1	\$2,500.00	\$2,500.00
3	Proposed Doghouse Storm Manhole	Each	1	\$5,243.18	\$5,243.18
5	Asphalt Driveway Repair	Square Yards	20	\$75.00	\$1,500.00
6	Concrete Driveway Repair	Square Yards	20	\$100.00	\$2,000.00
7	Proposed 24" Curb and Gutter	Linear Feet	40	\$25.00	\$1,000.00
9	Select Backfill	Cubic Yards	400	\$27.45	\$10,980.00
10	Stone Bedding	Tons	25	\$51.82	\$1,295.50
11	Flowable Fill	Cubic Yards	15	\$315.65	\$4,734.75
12	Asphalt (S9.5B) Surface Course (2" Thick)	Tons	5	\$237.88	\$1,189.40
13	Replace Ex. Water Service	Each	1	\$1,566.86	\$1,566.86
14	Replace Ex. Sewer Service	Each	1	\$3,591.61	\$3,591.61
15	Remove Trees >6"	Each	2	\$1,000.00	\$2,000.00
16	Inlet Protection	Each	6	\$332.82	\$1,996.92
17	Seeding and Mulching	Acres	0.2	\$5,788.13	\$1,157.63
18	Traffic Control	Lump Sum	1	\$5,000.00	\$5,000.00
19	Mobilization	Lump Sum	1	\$10,000.00	\$10,000.00

Total Cost \$83,115.85

MINUTES OF THE MEETING OF THE GOLDSBORO CITY COUNCIL
DECEMBER 6, 2021

WORK SESSION

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Council Chambers, City Hall, 214 North Center Street, at 5:00 p.m. on December 6, 2021.

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

Roll Call.

Present: Mayor David Ham, Presiding
Mayor Pro Tem Taj Polack
Councilmember Hiawatha Jones
Councilmember Bill Broadaway
Councilmember Brandi Matthews
Councilmember Charles Gaylor, IV
Ron Lawrence, City Attorney
Tim Salmon, City Manager
Laura Getz, City Clerk

Absent: Councilmember Gene Aycock

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

Old Business.

Engineering Project Update. Marty Anderson, City Engineer shared the following presentation with Council. Mr. Anderson shared this is an update from the July 2021 presentation.

Public Utilities Infrastructure Projects Update

City Engineer: Marty Anderson, PE, CFM
Interim Public Utilities Director: Bert Sherman

December 6, 2021

GOLDSBORO
BE MORE. DO MORE. SET MORE.

www.goldsboronc.gov

Engineering Current Projects

Description	Cost	Start Date	End Date	Status	Comments/Issues
1 Phase IV Sewer Rehabilitation Project • 30,000 LF Sewer rehabed, 1,000 Manholes Replaced	8.4M	Nov 2018	July 2021	Complete	Downtown Area
2 2018 Infrastructure Recovery Project • 4,000 LF Sewer rehabed, 1,000 LF Storm Drainage Lines replaced	900K	Feb 2019	June 2021	Complete	
3 2020 Wastewater System Improvements • 2,000 LF Sewer rehabed, 5 Manholes Replaced	624K	Dec 2020	May 2021	Complete	SAFEB outfall & Glen Oak Drive
4 2017 Wastewater System Improvements • 3,000 LF Sewer rehabed, 12 Manholes Replaced	600K	Sep 2020	June 2021	Complete	
5 2017 Water System Improvements • Upgrade Water Lines	3.6M	Jun 2018	Jul 2023	In Design & DWI Approval	Multiple Areas Throughout City
6 NCDOT U-2714 N. William St. Widening • Utility relocations from US13/US70 to Goldsboro Bypass	2.2M	Sep 2020	Sep 2022	Under Construction	City Contributes 1.1M

Unfunded Future Utility Projects (25.4M)

Description	Cost	Start Date	End Date	Status	Comments/Issues
1 US 117 Pump Station Improvements	14.3M	TBD		Overs Design Capacity	Critical Need, Potential Building Moratorium, Project Funded through Economic Development Grant
2 Harris St. Wastewater System Improvements	1.1M	TBD			Old concrete sewer lines
3 Jefferson St. Wastewater System Improvements	1.1M	TBD			Critical Need, Multiple Repairs Recently
4 Big Ditch Wastewater System Improvements	2.2M	TBD			Critical Need, SSOs from Dilapidated Force Main
5 Oak St. Wastewater System Improvements	3.2M	TBD			
6 Grantham St. Wastewater System Improvements	3.4M	TBD			
7 Upcoming NCDOT Roadway Utility Relocations	?	TBD			

Utility Funding Project Overview

- \$10.5M spent over the past 5 years on completing several wastewater lines replacement/rehabilitation
- \$6.8M in water and wastewater lines replacement/rehabilitation under construction
- \$2.4M in various utility projects
- \$11.3M in water and wastewater lines replacement/rehabilitation in near-future projects to complete
- \$2.6M of \$3.2M in FY 21-22 budget for the WTP, WRF, pump stations and Master Utility Plan

Engineering Future Projects

Description	Cost	Start Date	End Date	Status	Comments/Issues
1 2019 Water System Improvement Project • Replace 4,000 LF of 2" Galvanized Water Pipe • PER/EID being reviewed by DWI	3.1M	July 13, 2021	TBD	PER/EID	Greater Downtown (water line leaks), DWISRF Loan, Rate Increase or Future ARP Funding?
2 Combine & Relocate Little Cherry/Big Cherry Pump Stations Outside Floodplain • PER/EID being reviewed by DWI	3M	July 13, 2021	TBD	PER/EID	IRI and Capacity Issues, ASADORA Loan, Rate Increase or Future ARP Funding?
3 Phase III Sewer Rehabilitation Project • 20,000 LF Sewer, 1,000 Manholes Replacement • Potential in-house project?	5.2M	TBD	TBD	TBD	Big Ditch Outfall Multiple Point Repairs, Rate Increase or Future ARP Funding?

Public Utilities Current Projects

Description	Cost	Start Date	End Date	Status	Comments/Issues
1 1135 Weir Project w/ US Army Corps of Engineers • Rebuild & Raise the Weir in the Neuse River Cutoff Channel	600K	Jul 2021	Oct 2021	Complete	Non-federal Sponsor
2 Water Treatment Plant Plate Settler • Last Project to Increase Capacity of the WTP from 12-MGD to 14-MGD	1.8M	2014	May 21	Complete	

Public Utilities Projects Scheduled in FY21-22					
Description	Cost	Start Date	End Date	Status	Comments/Issues
1. Update Utility Master Plan • Assess Water/Wastewater Plants, Develop Current/ Future CIP, 80/90 Rule Evaluation, Other Data	550K			Prepare to interview approved firms Aug 21	ARP Funds, Most of this work will be completed as part of the AIA grant.
2. Pump Stations – 117 & New Hope • Replace Bar Screens @ 225K ea. • Replace Westbrook Pump Station Generator	500K 550K			Preparing RFP's	Little Cherry barscreen deferred for Big & Little Cherry relocation
3. Water Treatment Plant • Replace Automatic Transfer Switches WTP & NRP • Replace Cracks in Clearwall #2	250K 100K 130K			Preparing RFP's	building replacement deferred (no funding)
4. Water Reclamation Facility • Replace UV System • Replace Sand in 2 Filter • Upgrade Sludge in Basin #2 • Rebuild Aerator Gear Drive (1 of 4)	1-344 45K 200K 122K			Preparing RFP for 1 of 4 Gear Drives	UV, sand, and dredge deferred (no funding)

Future Public Utilities Large Projects					
Description	Cost	Start Date	End Date	Status	Comments/Issues
1. Replace WRF Filters	3M	FY23			Previously Rebuilt
2. Replace 2-Belt Filter Presses • Life Expectancy is 20 Years • Recent failures of Motor, Bearings, and Rollers	1.6M	FY23 & FY24			\$800K Ea.
3. Replace Emergency Generators at WRF	1.3M	FY24			650K Ea.
4. Engineering Design - New" Water Treatment Plant	5M	FY25			Master Plan Eval.
5. Engineering Design – Water Reclamation Plant	1.5M	FY24		2021 6-months flows at 97%	Maybe Sooner if Plant Exceeds 80/90 Plant Capacity Rule
TBD - WRF Expansion	35M	FY25?			Master Plan Eval.
TBD - New WTP & Intake Structure	92M	FY28?			Master Plan Eval.
TBD – EQ Basin 3,4 & 5 Removal & Plant Upgrade	30M	TBD			SIAPB seeking Funds

Mr. Anderson shared that state law has changed regarding utility relocation. The city is still responsible for 50% of the William Street widening project. Any future projects with NCDOT that require utility relocations, the city will have to pay 25% and NCDOT will pay 75%. Council discussed ARP guidance regarding projects.

New Business.

LIHWAP Agreement Presentation. Nina Williams, Income Maintenance Program Administrator for Economic Services Program with the Wayne County Department of Social Services shared the following presentation:

LOW INCOME
HOUSEHOLD WATER
ASSISTANCE PROGRAM

(LIHWAP)

WHAT IS LIHWAP?

LIHWAP is a federally funded program that provides emergency assistance to low-income households to prevent disconnection or provide assistance with reconnection of drinking and wastewater services.

LIHWAP Funding Sources

The State received \$21 million from the Consolidated Appropriations Act (CAA). Wayne County was allocated \$273,281 from this funding source. The State also received \$17 million from the American Rescue Plan Act (ARPA). The funds from this source have not been allocated, pending approval of the State budget. We anticipate additional funding once the State budget has been approved.

HOW DOES THE PROGRAM WORK

LIHWAP is a new program that was implemented on12/1/21. As previously stated, the purpose of this program is to provide emergency assistance to low-income households. Households interested in this assistance should submit an application to DSS or contact the office as some households are exempt from the application process if they meet certain criteria. DSS will assess the household for eligibility. If found eligible, DSS will contact the water provider to pledge funding and payment will be submitted within 30 days. Benefit amounts will vary based on the household's needs, LIHWAP will continue until funds are exhausted or September 2023, whichever comes first.

TARGET POPULATION

- ▶ Group 1 consists of households that have had water services disconnected
- ▶ Group 2 consists of households that are in jeopardy of water services being disconnected, unless action is taken to prevent the disconnect
- ▶ Group 3 consists of households that have current water services bills and need assistance to maintain service
- ▶ ** To ensure the most vulnerable population has an opportunity to receive assistance, we are only serving Groups 1 & 2 for the month December. All other households, to include all groups, will be served effective January 1, 2022, depending the availability of funds.

Vendor Responsibility

- ❑ Interested vendors must register in the Energy Provider Portal
- ❑ Follow the conditions of program participation as outlined in the vendor agreement
- ❑ Work with DSS to determine program eligibility (provide information needed to determine eligibility, etc.)
- ❑ Accept payment from the county on the customer's behalf (allow up to 30 days for payment)
- ❑ Refer customers needing assistance to DSS

COUNTY RESPONSIBILITY

- ❑ Reach out to all available water providers in Wayne County in an effort to assist as many eligible customers as possible
- ❑ Provide timely services to customers (ensuring services are authorized timely) and vendors (ensuring payments are submitted timely)

HANDOUTS

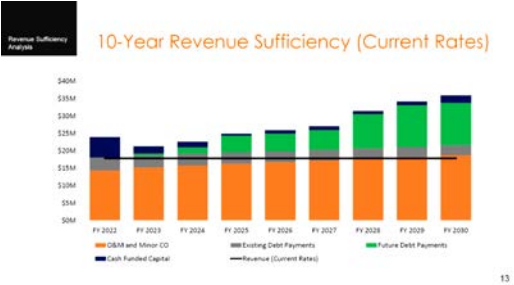
- ▶ LIHWAP poster
- ▶ Copy of the Vendor Agreement

HELPFUL LINKS

- ▶ For more information regarding LIHWAP, please visit the website at <https://www.ncdshs.gov/divisions/social-services/energy-assistance/low-income-household-water-assistance-program/lihwap>
- ▶ You may also visit the county's website at <https://www.waynecov.com/418/Social-Services>
- ▶ DSS contact information:
 - ▶ Nina Williams, Program Administrator, 919-731-1097, nina.williams@waynegov.com
 - ▶ Tammy Lance, Supervisor, 919-580-4075, tammy.lance@waynegov.com

Utility Rate Study. Dave Hyder with Stantec shared the following presentation:





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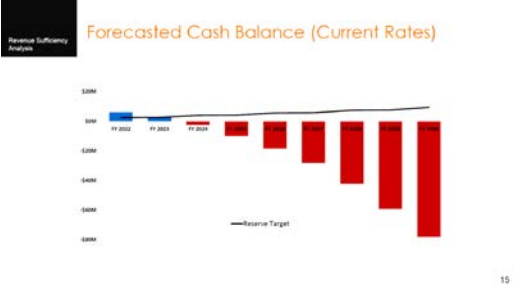
Revenue Sufficiency Analysis

5-Year Revenue Sufficiency Full Capital Plan

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Expenses	\$14,315,496	\$15,265,128	\$15,752,078	\$16,292,299	\$16,749,248
Existing and Future Debt Service	3,753,541	4,083,041	4,414,139	4,709,640	4,962,774
Cash Funded Capital	5,849,967	2,063,770	1,618,771	597,008	591,445
Total Revenue Requirements	23,919,004	21,406,937	23,784,988	25,198,947	26,263,467
Revenues with Existing Rates	\$17,880,792	\$17,880,792	\$17,880,792	\$17,880,792	\$17,880,792
ARPA Funds	2,556,994	-	-	-	-
Annual (Shortfall) / Surplus	(\$3,479,216)	(\$3,526,145)	(\$4,904,197)	(\$7,318,155)	(\$8,382,675)

• Demonstrates lack of structural balance (expenditures exceed revenues in all years)

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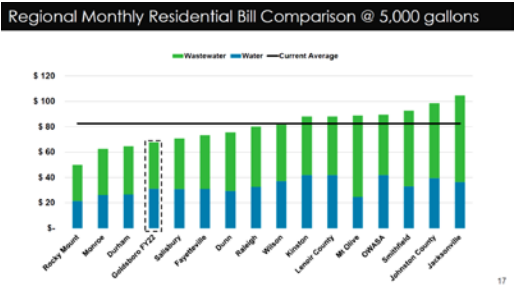
Revenue Sufficiency Analysis

5-Year Revenue Sufficiency Full Capital Plan – Forecasted Increases

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Expenses	\$14,315,496	\$15,265,128	\$15,752,078	\$16,292,299	\$16,749,248
Existing and Future Debt Service	3,753,541	4,083,041	4,414,139	4,709,640	4,962,774
Cash Funded Capital	5,849,967	2,063,770	1,618,771	597,008	591,445
Total Revenue Requirements	23,919,004	21,406,937	22,784,988	25,198,947	26,263,467
Rate Increases	0%	15%	15%	12%	10%
Revenues with Rate Increases	\$17,880,792	\$20,562,910	\$23,647,347	\$26,485,028	\$29,133,531
ARPA Funds	2,556,994	-	-	-	-
Annual (Shortfall) / Surplus	(\$3,479,216)	(\$844,027)	\$862,359	\$1,296,082	\$2,870,064
Residential Customer Bill	\$67.66	\$77.85	\$89.51	\$100.27	\$110.28

Regional average current bill is approximately \$83

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Revenue Sufficiency Analysis

Five Year Capital Funding Scenarios - Rate Increases

Rate Increase Scenario	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Full Capital Plan (\$87M)	0.0%	15.0%	15.0%	12.0%	10.0%
Resulting Residential Bill	\$67.66	\$77.85	\$89.51	\$100.27	\$110.28
75% of Capital Plan (\$65M)	0.0%	10.0%	10.0%	10.0%	10.0%
Resulting Residential Bill	\$67.66	\$74.44	\$81.86	\$90.04	\$99.04
50% of Capital Plan (\$43M)	0.0%	7.5%	7.5%	7.5%	7.5%
Resulting Residential Bill	\$67.66	\$72.73	\$78.18	\$84.02	\$90.30
25% of Capital Plan (\$22M)	0.0%	5.0%	5.0%	5.0%	5.0%
Resulting Residential Bill	\$67.66	\$71.07	\$74.62	\$78.36	\$82.29
No Capital Spending	0.0%	2.5%	2.5%	2.5%	2.5%
Resulting Residential Bill	\$67.66	\$69.32	\$71.09	\$72.66	\$74.09

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Findings & Recommendations

- Summary
- ### Findings and Recommendations
- Current water and sewer rates are not sufficient to meet the needs of the utility systems
 - Rate increases will be required in the coming years
 - Level of capital investment in water and sewer systems is the **significant driver** for rate increases
 - Even with increases water and sewer rates will result in utility bills that are within the average utility bills in surrounding communities in North Carolina

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Council discussed the presentation and shared concerns regarding rate increases. Mr. Hyder stated that you are at a point where you have to do something going forward. He stated that prioritizing the CIP is probably a number one priority to determine what's most important.

Mayor Ham stated that we have a difficult decision to make and to consider the various rate increases. He stated Council should give this some serious thought and come back after the first of the year and attack this situation.

HOME-ARP Presentation. Felecia Williams, Community Relations Director presented the following:



Qualifying Populations.....

HOME-ARP funds must target the following qualifying populations:

- Individuals and families experiencing homelessness
- Individuals and families at-risk of homelessness
- Individuals and families fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking
- Other populations for whom supportive services or assistance would prevent homelessness or serve those with the greatest risk of housing instability

*Veterans and families with a Veteran family member must also meet one of the preceding criteria.

The Vision for HOME-ARP

- The \$5 billion in HOME-ARP funding provides HOME grantees, in collaboration with other community stakeholders, a chance to make targeted, strategic investments in housing and other assistance for people experiencing homelessness and other vulnerable populations.
- HOME-ARP can be used to provide rental assistance, fund supportive services, develop new affordable rental housing, and increase and develop non-congregate shelters.
- HOME-ARP's flexibility presents a significant opportunity for communities to make critical investments that can build long-term capacity of housing and homeless systems and dramatically strengthen efforts to prevent and end homelessness.

Homeless

Defined by 24 CFR 91.5

- An individual or family who lacks a fixed, regular, and adequate nighttime residence.
- An individual or family who will imminently lose their primary nighttime residence and meet the criteria at 24 CFR 91.5.
- Unaccompanied youth under 25, or families with children and youth who would not otherwise qualify under the criteria above but meet the definition of homeless under other federal statutes as identified in 24 CFR 91.5.

At-Risk of Homelessness

An individual or family who:

- Is extremely low income (under 30% Average Median Income),

AND

- Does not have support networks to prevent them from moving into shelter,

AND

- Meets at least one of the conditions outlined at 24 CFR 91.5.

Other Populations at Greatest Risk of Housing Instability

Households (either individuals or families) whose:

- Annual income is ≤ 30% of area median income and are experiencing severe cost burden (i.e., paying more than 50% of monthly household income toward housing costs),

OR

- Annual income is ≤ 50% of area median income and meets one of the conditions in paragraph (iii) of "At-Risk of Homelessness" definition.

Eligible Activities

- Non-Congregate Shelter:** Acquire and develop for individuals/families in the Qualifying Populations
- Nonprofit Operating & Capacity Building Assistance:** Must use up to 7% to be eligible, regardless of HUD's or other nonprofits that will carry out HOME-ARP eligible activities
- Rental Housing:** Acquire, construct and rehabilitate rental housing for individuals/families in the Qualifying Populations
- Supportive Services:** Funds can be used to assist Qualifying Populations in obtaining and maintaining stable housing. HUD's or other nonprofits that will carry out HOME-ARP eligible activities
- Tenant-Based Rental Assistance:** For Qualifying Populations, funds can be used to provide rent assistance, security deposit, utility deposit, and other payments.

The Planning Process: Consult Community Stakeholders

Community Stakeholders that must be consulted:

As part of the HOME-ARP planning process, the Grantee should ensure broad consultation with community stakeholders to identify unmet needs and gaps in housing or service delivery systems for the qualifying populations.

From the consultation, Grantees can start developing priorities for HOME-ARP eligible activities and an allocation plan that supports current efforts to improve housing outcomes for the homeless and reduce the likelihood of homelessness for the at-risk population.

- Continuum of Care (CoC)
- Homeless Service Providers
- Victim Services Providers
- Public Housing Agencies
- Public agencies that address the needs of the qualifying populations including mainstream service systems.
- Organizations that address civil rights, fair housing, and needs of people with disabilities

The Planning Process : Development of the HOME-ARP Allocation Plan

Consultation & Public Participation

Grantees must provide for and encourage stakeholder participation and must hold at least one public hearing and public comment period before the Allocation Plan is submitted.

Gap Analysis

Gap Analysis: A variety of data must be collected that reflect the numbers of those in Emergency Shelter, Transitional Housing, Permanent Supportive Housing, Other Permanent Housing. Those who are sheltered homeless and transitional homeless.

Needs Assessment & Gaps Analysis

These steps require synthesizing information from the consultation and public participation processes to determine how to allocate HOME-ARP. An analysis of the needs of different racial and ethnic groups in the community should be included.

HOME-ARP Activities

Once the needs assessment is completed and gap analysis findings are analyzed, Grantees must identify how HOME-ARP funds will be distributed in accordance with identified needs and methods to be used for funding applications for funding and for selecting homeless, rental providers, subgrantees, and other providers.

Final Notes

HUD released 5% of the 13% set-aside for Administrative Costs in October.

The Planning process and Allocation Plan must be completed, submitted to HUD, and approved by HUD before the remaining allocation is awarded to Grantee.

Funds must be expended by the year 2030.

The Allocation Plan must be added to the FY2023 Annual Action Plan.

Using the 5% of Administrative funds to hire a consultant would be helpful.

CONCLUSION

Mayor Ham requested that Ms. Williams discuss the plans about proceeding. Ms. Williams stated that council discussed creating a homeless committee a few months ago. She stated that now we have the guidance from HUD, we have to align what we hoped to do with federal regulations. Ms. Williams explained the purpose of hiring a consultant. Council discussed the allocation plan. Councilmember Gaylor made a motion to approve the use of the 5% of HOME-ARP administrative funds received by HUD to hire a consultant to assist with the planning process. The motion was seconded by Mayor Pro Tem Polack and unanimously approved.

Boards and Commissions Vacancies Discussion. Laura Getz, City Clerk presented the following:
Commission on Community Relations and Development -- 6 Vacancies

Ahmad Pittman	Eligible for Reappointment	Recommendation
Tracy Lewis	Not Eligible for Reappointment	Board recommends reappointment
Myelle Thompson	Not Eligible for Reappointment	---
Terri Bradley	Eligible for Reappointment	---
Elvira Johnson	Eligible for Reappointment	Board recommends reappointment
Marcus Lewis	Eligible for Reappointment	Board recommends reappointment
*Board recommends for appointment: Denise Severino-Todd; Willie Smith; Lauri Kaufman		
*8 applications received to date		

Goldsboro Municipal Golf Course -- 6 Vacancies

Richard Farfour	Not Eligible for Reappointment	Recommendation
Chip Spiron	Eligible for Reappointment	---
Kenny Loftin	Eligible for Reappointment	---
Gina Price	Resigned October 22, 2021	Board recommends replacement due to inactivity
Rose Wright	Resigned October 22, 2021	---
Joe Thomas	Resigned	---
*1 application received to date		

Historic District Commission -- 2 Vacancies

Linda Liegel Eligible for Reappointment
Donna Stevenson Eligible for Reappointment
**3 applications received to date*

Recommendation
Board recommends reappointment
Board recommends reappointment

Goldsboro Recreation & Parks Commission --4 Vacancies

Mareese Mitchell Eligible for Reappointment
Glenda Creech Eligible for Reappointment
Linda Farmer Eligible for Reappointment
Maria Newsome Not Eligible for Reappointment
**4 applications received to date*

Recommendation
Board recommends reappointment
Board recommends reappointment
Board recommends reappointment
Student can only serve 1 year

Mayor’s Committee for Persons with Disabilities -- 8 Vacancies

David Snodgress Eligible for Reappointment
Kenneth Coley Eligible for Reappointment
Don Willis Eligible for Reappointment
Donald Rhue Eligible for Reappointment
Pier Protz Eligible for Reappointment
Janet Baber Eligible for Reappointment
Tammy Mathis Eligible for Reappointment
Doug Seymour Resigned September 16, 2021
***Board recommends for appointment: Johnny Holland**
**2 applications received to date*

Recommendation
Board recommends reappointment
Board recommends reappointment
Board recommends reappointment
Board recommends reappointment
Board recommends reappointment
Board recommends reappointment
Board recommends reappointment

Goldsboro Planning Commission -- 2 Vacancies

Mia Barnett Resigning as of December 31, 2021
Chris Boyette Not Eligible for Reappointment
**6 application received to date*

Recommendation

Travel and Tourism Advisory Council -- 3 Vacancies

Bharat Prajapati (Hotelier) Not Eligible for Reappointment
Diane Belmont (At-Large) Resigned
Tyrone Barrett (Hotelier) Resigned
***Board recommends for appointment: Viola Figueroa; KerriAnn Jayne (Hotelier); Judith Gray (Hotelier)**
**8 applications received to date*

Recommendation

Council discussed the vacancies and recommended the following citizens for appointment.

Commission on Community Relations and Development

Denise Severino-Todd
Melissa Potts
Second Term Appointees
Ahmad Pittman
Terri Bradley
Elvira Johnson
Marcus Lewis

Goldsboro Municipal Golf Course

Christopher Morrissey
Second Term Appointee
Chip Spiron

Council discussed the Goldsboro Municipal Golf Course Committee. Mr. Salmon stated there is a general satisfaction with the Golf Course and suggested adding members of the committee to the Recreation Advisory Committee. Mr. Salmon asked for a motion to stand down the Golf Course Committee, there was no motion made. Council discussed the Golf Course Committee and reducing the number of members. The clerk will present an ordinance at the next meeting reducing the number of members of the Golf Course Committee for approval.

Donna Stevenson

Linda Farmer

Mayor Pro Tem Polack requested the student member position remain on the board.

Tammy Mathis

Council discussed increasing the number of members on the Mayor's Committee for Persons with Disabilities. The clerk will present an ordinance at the next meeting increasing the number of members on the Mayor's Committee for Persons with Disabilities for approval. Mayor Ham stated they will defer the appointment of the members pending an ordinance change.

William N. Rose Jr.

Councilmember Broadway discussed the reappointment of Chris Boyette and stated he should be grandfathered into his term; there was no action taken by Council.

KerriAnn Jayne

The clerk will bring a resolution to the next meeting appointing members as discussed.

Categories of Expenditures
CRF (S.L. 2020-80)

Month	Capital Expenses (Public Safety Equipment)	Contracted Labor Expenses	Other Services (Equipment Maintenance/Repairs)	Subcontract Expenses	Equipment Expenses (Public Safety Equipment)	Other Expenses (Public Safety Equipment)	Total Expenses	Remaining Balance (Equipment)	Remaining Balance (Total)
Month 0									\$1,000,000
Month 1	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 2	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 3	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 4	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 5	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 6	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 7	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 8	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 9	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 10	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 11	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 12	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 13	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 14	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 15	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 16	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 17	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 18	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 19	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 20	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 21	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 22	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 23	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 24	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 25	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 26	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 27	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 28	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 29	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000
Month 30	\$ 2,000,000	0	0	0	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000

bonuses. Councilmember Gaylor made a motion that we go ahead and allocate the remaining funds to public safety payroll at this time, the motion was seconded by Mayor Pro Tem Polack and unanimously carried.

There being no further business, the meeting recessed until 7:00 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 6, 2021.

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

Mr. Rod White provided the invocation. The Pledge of Allegiance followed.

Roll Call.

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

Absent: Councilmember Gene Aycock

Approval of Minutes. Mayor Pro Tem Polack made a motion to approve the minutes of the Work Session and Regular Meeting of November 15, 2021. The motion was seconded by Councilmember Jones and unanimously carried.

Presentations.


Redistricting Presentation. Caroline Mackie, Marshall Hurley and Bill Gilkeson with Poyner Spruill, LLC presented the following:

City of Goldsboro Redistricting

Caroline Mackie & Tara Bright
Poyner Spruill LLP

Marshall Hurley
Marshall Hurley, PLLC

Bill Gilleson
Demographer



Local Redistricting Service
December 8, 2021

Redistricting

LRS Package

- 3 meetings with lawyers and 2 meetings with demographer
- All meetings with LRS should be open and public
- Additional meetings billed at \$275/hour
- 2-3 alternative plans
- Suggestion: 2 initial alternative plans, with 3rd plan to be presented following review and input by Council
- Additional plans: \$2500/plan
- Preparation of final resolution and export of final plan to board of elections and other entities

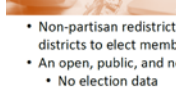
Redistricting

Do you need to redistrict?


- Does Goldsboro use true election districts? (Yes – 6 districts)
- Are those districts outside of the permissible deviation range? (Yes)

Local Redistricting Service

A Project of North Carolinians for Redistricting Reform



- Non-partisan redistricting expertise for local governments that use districts to elect members
- An open, public, and non-partisan process
 - No election data
 - Open meetings
- NC4RR
 - Co-chaired by former Rep. Chuck McGrady (R-117) and former UNC System President and current Volker Alliance President Tom Ross
 - Led by a bipartisan board of directors



Redistricting

The Basics

- Why do you need to redistrict?
- Demographic changes
- Legal considerations
- An overview of the process
- Timeline

Redistricting

City of Goldsboro Charter Sec. 3.2:

The city shall be divided into six (6) single-member electoral districts and the qualified voters of each district shall elect one council member who resides in the district, for the seat apportioned to that district.

Redistricting

Determining whether there is substantial equality

- +/- 5% rule: Using total population from the 2020 Census, are the current districts within +/- 5% of the ideal district population?

Redistricting



Redistricting

Goldsboro Current City Council Districts in Official 2020 Census				
District	Total Population	Ideal District Pop	# Dev from Ideal	% Dev from Ideal
1	4,406	5,610	-1,204	-21.46%
2	6,347	5,610	737	13.14%
3	5,669	5,610	59	1.05%
4	5,532	5,610	-78	-1.39%
5	6,024	5,610	414	7.38%
6	5,679	5,610	69	1.23%
County Total	33,857			

Redistricting

Who draws the new districts?

Council + staff + consultants.

The governing body for the local government is responsible for enacting new districting plans every 10 years. N.C.G.S. § 160A-23

One caveat: The General Assembly retains the power to redistrict for the board by local act

Redistricting

N.C.G.S. § 160A-23(b)

The council shall have authority to revise electoral district boundaries from time to time. If district boundaries are set out in the city charter and the charter does not provide a method for revising them, the council may revise them only for the purpose of (i) accounting for territory annexed to or excluded from the city, and (ii) correcting population imbalances among the districts shown by a new federal census or caused by exclusions or annexations. When district boundaries have been established in conformity with the federal Constitution, the council shall not be required to revise them again until a new federal census of population is taken or territory is annexed to or excluded from the city, whichever event first occurs. In establishing district boundaries, the council may use data derived from the most recent federal census and shall not be required to use any other population estimates. (1969, c. 629; 1971, c. 698, s. 1.)

Redistricting

Race and Redistricting

- Racial gerrymandering/Equal protection clause of the 14th amendment:

Race cannot be the predominant factor in redistricting unless the use of race is narrowly tailored to a compelling governmental interest

- What does predominant mean?
 - The race of voters better explains the boundary of a district than traditional criteria
 - Example: precincts are split based on race
- What is a compelling governmental interest?
 - Section 2 of the Voting Rights Act, if the preconditions are met

Redistricting

Race and Redistricting

- Section 2 of the Voting Rights Act
 - The VRA was enacted in 1965 to protect minority citizens from voting methods that dilute their votes
- 3 preconditions under Gingles (1983):
 - Is the minority group sufficiently large and geographically compact to form a majority in a district?
 - Is the minority group politically cohesive?
 - Does the majority vote sufficiently as a block so that it usually defeats the minority-preferred candidate?

Redistricting

Guiding Principles

- Some examples:
 - Equal population (required)
 - Total population, not voting age population or registered voters
 - Contiguity
 - Consideration of certain administrative boundaries (using whole precincts as building blocks, e.g.)
 - Recognizing communities of interest (prioritizing the intactness of neighborhoods, or other historical, cultural, or economic communities)
 - Seeking to have boundaries follow visible physical features like roads, waterways, and other geographic features

Redistricting

Guiding Principles (cont.)

- Some examples:
 - Preserving the core of existing districts AND/OR ignoring existing districts (i.e., clean slate)
 - Compactness
 - Avoiding pairing incumbents (also known as "double bunking")
 - Planning for population growth
 - No political considerations

Redistricting

Process

1. Determine necessity of redistricting based on population disparities
2. Reach consensus on criteria/guiding principles
 - Possible public hearing on criteria
3. LRS consultants to draw 2 alternative plans
 - Contract: 3 plans included
4. Public hearing
 - Can include receipt of plans from members of the public

Redistricting

Process

5. Review/revision of plan(s) or draft additional plan(s)
 - All meetings to review plans should be open
6. Adoption of resolution
7. Export of plans to Board of Elections, GIS department, etc.

Redistricting

Timeline

- New districts should be adopted in ample time for necessary preparation and implementation by the Wayne County Board of Elections and in order to give citizens familiarity with the boundaries of the new districts.
- Candidate filing period: July 2023
- Review and approval of a new districting plan in early 2022 will meet all necessary milestone dates well in advance of 2023 deadlines

Mayor Ham asked when the next meeting would be held. It was determined that Poyner Spruill will return to discuss redistricting criteria at the Council Retreat in February.

Habitat for Humanity Presentation. Matthew Whittle, Executive Director of Habitat for Humanity presented the following information:

Habitat for Humanity of Goldsboro-Wayne

Serving Wayne County since 2001

WHAT WE DO

New Home Construction
"Building Foundations"

Financial Counseling
Resources

Simple Home Repair
"Brush With Kindness"

Homeowner
Learning Lab

Habitat ReStore

Homeowner Support

Habitat's Impact in FY20-21

1,823 volunteers spent	VOLUNTEERS
11,527 hours on construction & in the ReStore	HOUSES
DONATIONS & OTHER LOCAL CONTRIBUTIONS 	\$339,833 was generously given by local individuals, churches, businesses & organizations to help purchase the necessary land and construction materials to build and repair homes
UNRESTRICTED \$119,604 RESTRICTED \$220,229	

Habitat's Impact since 2001

<p>NEW HOMES BUILT</p>	85
<p>HOMES REPAIRED (2018)</p>	25
<p>FAMILIES SERVED (HOME & ABROAD)</p>	170
\$1,086,111 estimated amount paid in property taxes by new Habitat homeowners in 2018	PROPERTY TAXES PAID

Contact us

Office: 131 E. Walnut St. 919-736-9592
 ReStore: 124 E. Mulberry St. 919-736-9550
www.habitatgoldsboro.org executive@habitatgoldsboro.org

To donate, volunteer or for more information, including about our Building Foundations Annual Partner Campaign, contact volunteer@habitatgoldsboro.org or 919-736-9592 x4.

Vision

A community in which everyone has a decent place to live.

Mission

To work with our neighbors in Wayne County to share God's love by building homes, communities & hope through affordable housing.

Habitat's Impact in FY20-21

3 families closed on their new homes thanks to our new home construction program, Building Foundations	NEW HOMES BUILT
EXISTING HOMES REPAIRED 	11 families improved their living conditions thanks to our home repair program, A Brush With Kindness

Habitat's Impact in FY20-21

\$1,273,207 estimated economic impact of Habitat's investments in operations, construction and repair in FY20-21	ESTIMATED ECONOMIC IMPACT
24 JOBS SUPPORTED IN WAYNE COUNTY (EST.)	
\$1.60 INJECTED INTO LOCAL ECONOMY FOR EACH \$1 INVESTED BY HABITAT	

Where are building in 2022 & beyond?

Continental Society Proclamation Presentation. Read by Councilmember Jones, David Ham, Mayor of the City of Goldsboro, North Carolina, proclaimed December 11, 2021 as GOLDSBORO CHAPTER OF THE CONTINENTAL SOCIETIES, INC. DAY in Goldsboro, North Carolina, and commended this observance to our citizens.

Comatha Johnson, Second Vice President and Councilmember Jones shared comments regarding the Continental Societies.

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

1. Willie Baptiste shared issues concerning traffic lights in the city and a neighboring home (1402 Lemon Street) that is in disrepair.
2. Anniela Carracedo, International Student shared comments regarding Rotary and the Interact Club.
3. Thomas Rice, MLFL shared comments regarding the progress with the homeless village.

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

Consent Agenda - Approved as Recommended. Mayor Ham 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. Mayor Pro Tem Polack moved the items on the Consent Agenda, Items E – K be

approved as recommended by staff. The motion was seconded by Councilmember Gaylor and a roll call vote resulted in all members voting in favor of the motion.

The items on the Consent Agenda were as follows:

Resolution authorizing an installment financing contract for rolling stock and computer equipment and technology for FY22 with Sterling National Bank pursuant to N.C.G.S. §160A-20. Resolution Adopted. On September 9, 2019, Council adopted a resolution designating the City Manager or the Finance Director as authorized to declare the City’s official intent to reimburse expenditures. On July 1, 2021, the Finance Director issued the declaration of intent for the FY21-22 rolling stock and computer equipment and technology in the amount of \$1,865,065.

Staff worked in conjunction with our financial advisors, Davenport, to issue an RFP to secure a commitment for a direct bank loan. The City received 10 responses, and each proposal was evaluated on interest rate, prepayment provisions, and bank closing fees. You will find attached an analysis of the top three rated financial institutions.

Staff recommends that City Council pass the proposed resolution to enter into an installment financing contract with the Lender, Sterling National Bank, for a fifty-seven (57) month installment contract for an amount not to exceed \$1,900,000.00 at interest rate of 0.94%. If approved, the City intends on closing the financing on or before December 22, 2021.

The approved capital to be included in the loan is detailed in the list below.

Seq #	Department	Veh #/Asset # to be Replaced	Replacement Item (Col F from Dept Sheet)	Replacement Item	Adopted 6/18/2021
1	IT	B733	1997 Van E-150	2021 Ford Transit 250 XL (20) (Replace 1997 Van)	\$ 32,500.00
2	IT		Computer Replacement Schedule	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 860,000.00
3	Buildings & Grounds	J-745	1998 Jeep Cherokee	2021 Ford F150 extended cab truck	\$ 30,000.00
4	Planning	P892	2001 Ford Ranger (P892 truck)	F150 Truck - Code Enforcement	\$ 25,000.00
5	Streets	D-1022	2006 International	10 Ton Dump	\$ 150,000.00
6	Solid Waste	G689	1996 Ford Rear Loader	Rear Loader	\$ 200,000.00
7	Solid Waste	E433	1997 Accurate Transfer Trailer	Transfer Trailer	\$ 100,000.00
8	Solid Waste	E653	1994 Accurate Transfer Trailer	Transfer Trailer	\$ 100,000.00
9	Solid Waste	E717	1997 Accurate Transfer Trailer	Transfer Trailer	\$ 100,000.00
10	Fire	B986	2004 Chevy Blazer	Administrative Response Vehicle - F150	\$ 49,200.00
11	Police	B1077	2007 Ford Expedition	2021 Dodge Charger R/T RWD	\$ 55,004.00
12	Police	B1180	2007 Chevy Tahoe	2021 Dodge Durango AWD	\$ 53,437.00
13	Police	B1284	2005 Ford Explorer	2021 Dodge Durango AWD	\$ 53,437.00
14	Police	B1374	2018 Chevy Tahoe	2022 Chevy Tahoe PPV 2WD	\$ 56,487.00
					<u>\$ 1,865,065.00</u>

It was recommended that council adopt the following entitled resolution authorizing an installment financing contract for rolling stock and computer equipment and technology for FY22 with the Lender in an amount not to exceed \$1,900,00.00, and authorize the Mayor and City staff to execute the financial instruments necessary to close the loan. Consent Agenda Approval. Polack/Gaylor (6 Ayes)

RESOLUTION NO. 2021-80 “RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF A PERSONAL PROPERTY INSTALLMENT FINANCING AGREEMENT TO FINANCE CERTAIN VEHICLES AND PERSONAL PROPERTY”

SU-10-21 – Jose G. Morquecho – East side of South Berkeley Boulevard between Ash Street and Elm Street. Order Adopted. The applicant is requesting a Special Use Permit for the operation of a tattoo parlor.

- Frontage: 168.89 ft.
- Depth: 272.56 ft.
- Area: 45,085 sq. ft. or 1.04 acres
- Zoning: General Business

The site is located within a strip commercial center which contains nine individual units. The unit that will be occupied by the applicant contains 1,500 sq. ft. (25 ft. by 60 ft.) and addressed as 112-I S. Berkeley Boulevard.

The applicant operates an existing tattoo parlor at 112-Q S. Berkeley Boulevard. He provides tattoo services by appointment only and caters to professionals, including servicemen from the SJAFB. He desires to relocate his business within a new tenant space which has greater visibility for attracting new customers.

The site is accessed by one 20 ft. wide, two-way curb cut from S. Berkeley Boulevard.

The applicant has submitted a floor plan for the tattoo parlor identifying a total of 5 workstations, a breakroom and lobby area and restrooms for customers and employees of the facility.

There are a total of 45 parking spaces (including two handicapped spaces) on the site. Based on the existing uses within the commercial strip center, a sufficient amount of parking spaces are available to serve the entire commercial development.

Days/Hours of Operation: M-F: Noon-6 p. m.
No. of Employees: 5

Since the building on the lot is existing and only one unit is to be leased for the proposed tattoo parlor, the applicant will not be required to retrofit the site to meet current requirements as they relate to landscaping. On November 15, 2021, a public hearing was held before the Goldsboro City Council and the Planning Commission. In accordance with Section 2.4.10, Goldsboro City Council shall issue the special use permit unless it concludes based on the information submitted at the hearing that:

1. The permit request is not within its review authority according to 5.4 Table of Permitted Uses;
2. The application is incomplete;
3. The development will not comply with one or more requirements of the Unified Development Code;
4. The development will materially endanger the public health or welfare;
5. The development will substantially injure the beneficial use of adjoining or abutting property;
6. The development will not be in harmony with existing development and uses within the area in which it is located; or
7. The development will not be in general conformity with the Comprehensive Plan, Thoroughfare Plan or other plan officially adopted by Council.

At the public hearing, no one spoke in favor or against the request.

The Planning Commission at their meeting held on November 29, 2021, recommended approval of a Special Use Permit #SU-10-21 to allow a tattoo parlor to operate at 112-I S. Berkley Boulevard, Goldsboro, North Carolina and located in the General Business (GB) zoning district.

It was recommended that council accept the recommendation of the Planning Commission and approve the request for Special Use Permit #SU-10-21 and adopt an Order approving the Special Use Permit #SU-10-21 to allow a tattoo parlor to operate at 112-I S. Berkeley Boulevard, Goldsboro, North Carolina and located in the General Business (GB) zoning district. Consent Agenda Approval. Polack/Gaylor (6 Ayes)

SU-11-21 – Sandra H. Bell (Accessory Dwelling) – Northwest of the terminus of Overbrook Road and Pine Ridge Lane. Order Adopted. The applicant is requesting a Special Use Permit for the construction of an accessory dwelling located at 127 Overbrook Rd.

According to the City’s Unified Development Code, accessory dwellings are permitted in all single-family zoning districts or developed lots with the exception of the Agriculture (AG) zoning district only after the obtainment of a Special Use Permit approved by City Council.

Approval criteria for accessory dwellings are as follows:

1. Accessory dwellings/apartments must comply with all applicable local, state and federal housing codes. Only one accessory dwelling or apartment may be permitted per lot.
2. The accessory dwelling or accessory apartment shall not exceed forty percent (40%) of the square footage of the livable area of the principle structure or one thousand one hundred square feet of gross floor area, whichever is less.

3. An accessory dwelling shall be sited to the rear of the principle structure. All accessory dwellings shall meet the setback requirements established for the principle structures of the district in which they are located.
4. The exterior of the accessory dwelling shall be compatible with the principle residence in terms of color, siding, roof pitch, window detailing, roofing materials and foundation or skirting appearance. Manufactured homes shall not be pulled up to or attached to the principle residence and be considered an accessory dwelling or accessory apartment.
5. Where there is no public sanitary sewer service to the accessory dwelling, the County Health Department shall approve sanitary sewer services provided to such accessory dwelling before construction begins.

According to the submitted application, the applicant is requesting a Special Use Permit for the construction of a 12 ft. wide by 20 ft. deep (240 sq. ft.) accessory dwelling to be located in the rear yard of the property. Currently, the property is occupied by a single-story 3,182 sq. ft. single-family dwelling.

The applicant is proposing to initiate a complete remodel of her principle dwelling and desires to reside in a tiny home until the renovation is complete. Afterwards, only members of her immediate family would be allowed to utilize the accessory dwelling.

Frontage: 61 ft.
 Area: 41.189 sq. ft. or .95 acres
 Zone: (R-16) Residential

Staff has informed applicant of the fact that the proposed accessory dwelling must be constructed to meet the minimum requirements of the North Carolina Building Code, as well as, the supplemental regulations of the City's Unified Development Code for accessory dwellings.

If the applicant's request for a special use permit is approved, building elevations, a site plan, floor plan and construction specifications shall be submitted and approved by City staff before building permits can be issued.

On November 15, 2021, a public hearing was held before Goldsboro City Council and the Planning Commission. In accordance with Section 2.4.10, Goldsboro City Council shall issue the special use permit unless it concludes based on the information submitted at the hearing that:

1. The permit request is not within its review authority according to 5.4 Table of Permitted Uses;
2. The application is incomplete;
3. The development will not comply with one or more requirements of the Unified Development Code;
4. The development will materially endanger the public health or welfare;
5. The development will substantially injure the beneficial use of adjoining or abutting property;
6. The development will not be in harmony with existing development and uses within the area in which it is located; or
7. The development will not be in general conformity with the Comprehensive Plan, Thoroughfare Plan or other plan officially adopted by Council.

At the public hearing, no one spoke in favor or against the request.

The Planning Commission at their meeting held on November 29, 2021 recommended approval of a Special Use Permit #SU-11-21 for the construction of an accessory dwelling to be located at 127 Overbrook Rd., Goldsboro, North Carolina and within in the Residential (R16) zoning district.

It was recommended that Council accept the recommendation of the Planning Commission and approve the request for Special Use Permit #SU-11-21 and adopt an Order approving the Special Use Permit #SU-11-21 for the construction of an accessory dwelling to be located at 127 Overbrook Rd., Goldsboro, North Carolina and within the Residential (R16) zoning district. Consent Agenda Approval. Polack/Gaylor (6 Ayes)

SU-12-21 Wayne Co. Project Shell – (Chemical Manufacturing Facility) Located at the corner of Challen Court and Gateway Drive and within Park East of the City of Goldsboro’s Industrial Business Park. Order Adopted. The applicant is requesting a Special Use Permit for the operation of a chemical manufacturing facility in the Industrial Business Park (I&BP-1) zoning district.

Frontage: 775.49 ft. (Gateway Drive)
791.34 ft. (Challen Court)
Depth: 966 ft. (average)
Area: 18.94 acres
Zoning: Industrial Business Park-1

On August 6, 2018, Goldsboro City Council approved site, landscape and building elevation plans for the County of Wayne to construct a commercial shell building at the proposed site for industry recruitment purposes. Once a specific use was determined for the site, complete and detailed site plans would be required and approved by City officials before construction permits would be issued.

On September 20, 2021, a public hearing was conducted to consider proposed minor text amendments to Article 5 of the City’s Unified Development Code to reflect the addition of chemical products, manufacturing and processing; and, the storage or treatment of hazardous materials or chemical uses as a special use within the Industrial Business Park (I&BP-1) zoning district.

Specifically speaking, minor changes for the proposed text amendment included:

1. Amending Section 5.4 Table of Permitted Uses by allowing both Chemical products manufacturing/processing and Storage or treatment of hazardous materials or chemical uses as a special use in the Industrial and Business Park (I&BP-1) zoning district;
2. Amending Section 5.5 Supplemental Use Regulations by adding to Subsections 5.5.4M and 5.5.4EE, Industrial and Business Park (I&BP) zoning district, as a permitted district for the use of Community Sensitive Heavy Industrial Uses (5.5.4M) and Storage or Treatment of Hazardous/Chemical Materials (5.5.4EE).

On October 4, 2021, City Council accepted the recommendation of the Planning Commission and adopted an ordinance amending the Unified Development Code to reflect the addition of chemical products, manufacturing and processing; and, the storage or treatment of hazardous materials or chemical uses as a special use within the Industrial Business Park (I&BP-1 zoning district and the associated minor text amendments.

According to the City’s UDO, chemical manufacturing facilities are classified as Community Sensitive Heavy Industrial Uses. As such, the following supplemental regulations are required for the proposed use:

1. The entire area of the site shall be enclosed by a six foot high opaque fence set back one hundred feet from any public right of way or residentially developed or zoned property and/or fifty feet from any other adjacent property.
2. The yard area between the fence and the property line, not used for parking, shall be planted with grass and have landscaping composed of large trees spaced not more than forty feet apart and not less than one row of shrubs thirty inches in height, spaced so that they will form a continuous visual screen six feet in height within three growing seasons.
3. No loading or unloading of materials shall occur outside of the fenced area.
4. A statement shall be submitted with the plans indicating whether any manufacturing or processing operation will create smoke, offensive odor, dust, noise, fumes or vibrations beyond the lot lines of the proposed use. If one or more of such conditions exist, the developer shall explain what measures will be taken to mitigate such conditions to acceptable levels.
5. The uses shall be located a minimum of one thousand feet from any residentially developed or zoned property.

The one thousand foot separation distance shall be measured in a straight line from property line to property line, with no consideration as to intervening structures, roads or landforms.

The applicant has submitted site, landscape, storm water, grading and drainage plans for the proposed use, as well as, a floor plan for the existing 50,277 sq. ft. commercial shell building. The building will consist of offices, a conference room, a lobby, break room, locker room, and restrooms for employees of the facility.

Approximately 47,225 sq. ft. of space will be reserved for chemical manufacturing processes. Additional acreage is available for future expansion purposes.

Two existing access drives front Challen Court. The southernmost access drive is paved and leads to a parking lot containing 18 parking spaces. The northernmost access drive is graveled and leads to a four-bay loading dock. Paved surfaces will be required for the northernmost access drive.

Manufacturing operations require 1 space per 2 employees on the maximum shift, plus 1 space for each vehicle stored on site. Currently, 12 employees will occupy the facility. The existing 18 parking spaces will provide sufficient parking for the proposed use. Additional acreage is available for future parking expansion purposes.

Existing street trees have been provided along Challen Court. Additional street trees will be required along Gateway Drive.

A storm water detention pond is located east of the principle building. Evergreen shrubs will be required to be installed around the pond for screening purposes.

City Engineering will require approval of storm water calculations and drainage plans prior to the issuance of construction permits.

Currently, the property is not located within Goldsboro's corporate limits. City water and sewer are available to serve the property. In accordance with the Goldsboro Code of Ordinances, Section 53.17, the proposed use is classified as industrial. As such, a formal agreement shall be executed by the applicant for voluntary annexation on or before the expiration of seven years from the date a certificate of occupancy has been issued for the facility.

The site is not located in SJAFB's Accident Potential Zone or within the Noise Overlay Contour. Base officials have commented that they do not foresee any concerns with the proposed use with regards to emergency hazards and do not anticipate it impacting the bases' Hazard Assessments.

A commercial dumpster coral has not been shown on the submitted site plan. The coral will be required to be built to City standards and screened from public view.

If Council approves the Special Use Permit and associated site plans, the property will be subject to compliance with the City's subdivision review ordinance and the North Carolina State Building Code before construction permits can be issued.

On November 15, 2021, a public hearing was held before Goldsboro City Council and the members of the Planning Commission. In accordance with Section 2.4.10, Goldsboro City Council shall issue the special use permit unless it concludes based on the information submitted at the hearing that:

1. The permit request is not within its review authority according to 5.4 Table of Permitted Uses;
2. The application is incomplete;
3. The development will not comply with one or more requirements of the Unified Development Code;
4. The development will materially endanger the public health or welfare;
5. The development will substantially injure the beneficial use of adjoining or abutting property;
6. The development will not be in harmony with existing development and uses within the area in which it is located; or
7. The development will not be in general conformity with the Comprehensive Plan, Thoroughfare Plan or other plan officially adopted by Council.

At the public hearing, one individual inquired as to the nature and scope of the proposed use. The applicant was present to answer questions pertaining to the matter.

The Planning Commission at their meeting held on November 29, 2021, recommended approval of a Special Use Permit #SU-12-21 for the operation of a chemical manufacturing facility to be located at 400 Challen Ct., Goldsboro, North Carolina and within the Industrial Business Park (IBP-1) zoning district.

It was recommended that Council accept the recommendation of the Planning Commission and approve the request for Special Use Permit #SU-12-21 and adopt an Order approving the Special Use Permit #SU-12-21 for the operation of a chemical manufacturing facility to be located at 400 Challen Ct., Goldsboro, North Carolina and within the Industrial Business Park (IBP-1) zoning district. Consent Agenda Approval. Polack/Gaylor (6 Ayes)

Rescheduling Council Meetings for 2022. Schedule Approved. The Goldsboro City Council normally meets the 1st and 3rd Mondays of every month for their Regular Council Meeting.

The following meetings need to be rescheduled due to holidays:

- Monday, January 3, 2022 due to New Year’s
- Monday, January 17, 2022 is in observance of Dr. Martin Luther King, Jr.’s Birthday
- February 21, 2022 due to Council Retreat
- Monday, July 4, 2022 due to Independence Day
- Monday, September 5, 2022 is in observance of Labor Day

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

- Monday, January 10, 2022
- Monday, January 24, 2022
- Council Retreat will be held February 21-22, 2022 or February 23-24, 2022
- Combining the July meetings to Monday, July 11, 2022
- Tuesday, September 6, 2022

It was recommended that Council accept staff recommendations and approve the 2022 Regular Council Meeting schedule. Consent Agenda Approval. Polack/Gaylor (6 Ayes)

Updates to the Municipal Records Retention and Disposition Schedule. Resolution Adopted. The North Carolina Department of Cultural Resources, Division of Archives and History is responsible for assisting local governments in records management, including the destruction of obsolete records and the protection of essential records as provided by NC General Statutes 121-5 and 132.

The Department of Cultural Resources has issued an amendment to the Records Retention Schedule, effective October 1, 2021.

The new update also requires a specific Agency Policy date for records to be discarded “when Administrative value ends,” and this period is deemed to be a period of no less than three (3) years.

The municipal records management program provides advice, service, and training in the control, maintenance, preservation, and disposal of official public records in the custody of local governmental units.

The term “Public Record” refers to any document, paper, letter, map, book, photograph, film, sound recording, magnetic or other tape, electronic data processing record, artifact, or other documentary material made or received pursuant to law or ordinance in connection with the transaction of public business by any agency of the North Carolina government or its subdivisions.

It was recommended that Council approve the following entitled Resolution adopting the 2021 General Records Schedule for Local Government Agencies and the 2021 Program Records Schedule for Local Government

Agencies as updated by the North Carolina Department of Cultural Resources. Consent Agenda Approval.
Polack/Gaylor (6 Ayes)

RESOLUTION NO. 2021-81 “A RESOLUTION ADOPTING THE NORTH CAROLINA GENERAL RECORDS SCHEDULE FOR LOCAL GOVERNMENT AGENCIES AND THE PROGRAM RECORDS SCHEDULE FOR LOCAL GOVERNMENT AGENCIES RECORDS RETENTION AND DISPOSTION SCHEDULES”

Code of Ordinances Update: Criminal Ordinance Amendments. Ordinance Adopted. On September 2, 2021, Governor Cooper signed SB300 Criminal Justice Reform into law. Part XIII of S.L. 2021-138 provides that, effective December 1, 2021, violation of a city ordinance may be a misdemeanor or infraction as provided by G.S. 14-4 only if the city specifies such in the ordinance. An ordinance may provide by express statement that the maximum fine, term of imprisonment, or infraction penalty to be imposed for a violation is some amount of money or number of days less than the maximum imposed by G.S. 14-4.

Prior to December 1, 2021, NCGS 160A-175, held that unless the city provided otherwise, a violation of an ordinance was a misdemeanor or infraction as provided by G.S. 14-4. So, by default, if city did not take action otherwise, ordinances were enforced criminally.

The Goldsboro City Council intends for certain ordinance violations to continue to be punishable as a misdemeanor and therefore have rewritten section 10.99: General Penalty to comply with the new law.

Part XIII of S.L. 2021-138; NCGS §160A-175-Enforcement of Ordinances states that no ordinance of the following types may impose a criminal penalty:

- Chapter 98: Streets And Sidewalks
- Chapter 110: Licensing Provisions
- Chapter 112: Massage Therapists And Massage Therapy Establishments
- Chapter 113: Peddlers And Itinerant Merchants
- Chapter 114: Vehicles For Hire
- Chapter 116: Licensing For Boarding And Rooming Houses
- Chapter 117: Pushcart And Mobile Food Unit Vendors
- Unified Development Ordinance

It was recommended that Council adopt the following entitled ordinance amending 10.99: General Penalty Ordinance, and Chapters 98, 113, 116, 117 of the City of Goldsboro Code of Ordinances. Consent Agenda Approval. Polack/Gaylor (6 Ayes)

ORDINANCE NO. 2021-38 “AN ORDINANCE AMENDING 10.99: GENERAL PENALTY ORDINANCE AND CHAPTERS 98, 113, 116, and 117 OF THE CITY OF GOLDSBORO CODE OF ORDINANCES”

End of Consent Agenda.

City Manager’s Report. Tim Salmon thanked Council for approving the \$250.00 holiday bonus for city employees and provided a Covid update. He also mentioned the recent Boys and Girls Club pancake breakfast, and thanked participants and staff for supporting the Christmas parade.

Mayor and Councilmembers’ Reports and Recommendation.

Councilmember Jones shared she was thankful everyone had a wonderful Thanksgiving. She shared comments about a program she is implementing called, Warm Thoughts, Warm Wishes, for the unhoused. The program collects throws and socks. She also shared comments regarding the Empty Stocking Fund.

Councilmember Broadway shared he was at Lights Up and is proud of our city. He thanked the Public Works staff for their work putting up the lights.

Mayor Pro Tem Polack shared that during the holidays we pray for unity and growth in our city by including individuals from all backgrounds for the prosperity within our community. He thanked everyone for

coming to Lights Up and the Christmas parade. He also gave a shout out to the Goldsboro High School ROTC and the Interact Club for feeding the homeless.

Councilmember Matthews shared she is excited to announce they will be having a community watch meeting for the Harris Street Estates in District 4. She shared the goal is to restart the neighborhood watches in each neighborhood within the district. She thanked Corporal Davis for her help getting the neighborhood watches started. She also shared that she has an update on some of the work that has been done over the past two years for District 4 on her Councilwoman Facebook page. She also updated everyone on the District 4 Love thy Neighbor toy drive.

Councilmember Gaylor thanked Police, Fire, Public Works, the Chamber of Commerce and others for making the Goldsboro Christmas Parade what it is today. He shared the number of entries was unreal.

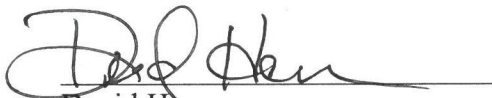
Mayor Ham applauded all the city workers that were involved in making the Christmas parade successful. He also shared information about Covid and encouraged those that aren't vaccinated, to get your vaccination.

Closed Session Held. Upon motion of Councilmember Broadway, seconded by Mayor Pro Tem Polack and unanimously carried, Council convened into Closed Session to discuss a potential litigation matter.

Council came out of Closed Session.

The meeting adjourned at 8:59 p.m.




David Ham
Mayor


Laura Getz, MMC/NCCMC
City Clerk

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING

SU-13-21 Elondia Grant (Place of Entertainment without ABC-Hookah Lounge) – Subject property is located on the north side of E. Mulberry Street between Center Street and John Street.

BACKGROUND: On September 20, 2021, a public hearing was conducted to consider a request by the applicant for the operation of a Place of Entertainment with ABC permits (Hookah Bar and Lounge) within the Historic and Central Business (CBD) zoning districts.

The Planning Commission at their meeting held September 27, 2021 recommended denial without prejudice the Special Use Permit #SU-9-21 as the request did not meet requirements of NCGS 130A-496 (b)(2) regarding “free standing” structures.

On Monday, October 4, 2021, Goldsboro City Council accepted the recommendation of the Planning Commission and denied the applicant’s request for a special use permit without prejudice to allow the operation of a Place of Entertainment (Hookah Bar and Lounge) based on the fact that the request did not meet the following:

1. Section 1.2 Authorizations for Special Use Permits; Unified Development Code (UDO); proposal did not meet requirements of NCGS 130A-496(b)(2) regarding “free standing” structures;
2. Section 2.4.10 Conditions for Special Use Permits; Unified Development Code (UDO); proposed use could materially endanger the public health or welfare;
3. Section 2.4.10 Conditions for Special Use Permits; Unified Development Code (UDO); proposed use could substantially injure the beneficial use or abutting properties;

DISCUSSION:

The applicant is requesting a Special Use Permit to allow the operation of a Place of Entertainment (Hookah Lounge) without ABC permits.

Frontage: 25.68 ft.
Depth: 90.00 ft.
Area: 2,311 sq. ft.

Zoning: Central Business District (CBD)

The property was previously occupied as a restaurant.

The applicant has proposed to up-fit the existing one-story concrete commercial building for the operation of a Hookah Lounge only. There are no food, beverage or alcohol sales proposed in conjunction with the request.

According to officials with the North Carolina Department of Health and Human Services, a hookah establishment that is not permitted by the ABC Commission for alcohol sales and is not inspected by local health department for food sales is not regulated by the state law.

Since the site is located within the Historic District, any exterior improvements to the building will be required to receive a Certificate of Appropriateness from the Historic District Commission. In addition, the applicant will be required to comply with the North Carolina State building code before building permits can be issued.

The applicant's floor plan indicates 14 Hookah Tables that will accommodate up to 56 seats/occupants. Restrooms, storage area and a Hookah prep area are also included within the proposed place of entertainment.

Days/hours of Operation: Monday – Friday
6:00 p.m. – 12:00 a.m.
Saturday – Sunday
12:00pm – 12:00 a.m.

Employees: 6

The Unified Development Ordinance specifies that required parking standards would not apply in the Central Business District within an area bounded by the south side of Ash Street, the east side George Street, the north side of Chestnut Street and the west side of William Street. Since

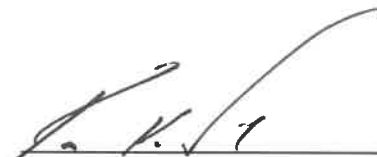
the subject site is located within this area, no off-street parking is required.

The following approval criteria apply for proposed places of entertainment without ABC permits:

1. Upon a finding that there has been an increase in the volume, intensity, or frequency of the use or a use different that set forth in the special use permit, the reviewing authority after a public hearing may modify, suspend or revoke the special use permit.
2. Six copies of the floor plan, drawn to scale, shall be submitted indicating the proposed use within the structure including and location and number of all games and amusements.
3. A satisfactory statement setting forth the method and frequency of litter collection and disposal shall be submitted with the site plan.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council meeting on January 10, 2022.

Date: 12/14/21


Kenny Talton, Interim Planning Director

Date: 12/14/21


Tim Salmon, City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
SU-14-21 Heather Giddens – (Bingo Game Establishments) South side of W. US 70 HWY. between Claridge Nursery Road and Hargrove Streets-Little River Shopping Center

BACKGROUND: The applicant is requesting a Special Use Permit for the operation of a bingo hall located at 1316-A W. Grantham St. and within the Shopping Center (SC) zoning district.

Frontage: 244.52 ft.
Area: 15.29 acres
Zoning: Shopping Center (SC)

The existing Little River Shopping Center site plan was approved in 1987. Since that time, City Council has approved special use permits in 2009 and 2015 for the operation of bingo game establishments within the shopping center.

Approval criteria for bingo game establishments are as follows:

1. The applicant shall deliver to the City sufficient evidence that they comply with state requirements for bingo game establishments as specified in NCGS 14-309.5-14.
2. Bingo establishments shall only be permitted in the Office and Institutional-1 District if they are associated with a church and conducted in a religious facility on the same site. **(Not applicable)**
3. Establishments for Neighborhood Business Districts shall front on a highway having a minimum of four lanes. **(Not applicable)**

COVID-19 forced the closure of the previous bingo operation in June of 2020. According to the City's Unified Development Code, all permits for special uses shall become invalid if the use for which the permit was issued is discontinued, abandoned or ceases for one hundred and eighty consecutive days (six months).

DISCUSSION: The applicant is proposing to reestablish the bingo operation and has submitted a floor plan designating an assembly area consisting of 17 tables and 68 seats. Also included are areas for storage, an office, concessions and restrooms for customers and employees.

Hours of Operation: 2:00 p. m. to 2:00 a. m.
Monday – Sunday

Number of Employees: 3-4

Refuse Collection: Provided privately

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on January 10, 2022.

Date: 12/14/21


Kenny Talton, Interim Planning Director

Date: 12/14/21


Tim Salmon, City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
SU-15-21- B.R. Stone (Accessory Dwelling) – Southwest corner of Sunset and Michelle Dawn Drives.

BACKGROUND: The applicant is requesting a Special Use Permit for the construction of an accessory dwelling located at 100 Michelle Dawn Drive.

According to the City’s Unified Development Code, accessory dwellings are permitted in all single-family zoning districts or developed lots with the exception of the Agriculture (AG) zoning district only after the obtainment of a Special Use Permit approved by City Council.

Approval criteria for accessory dwellings are as follows:

1. Accessory dwellings/apartments must comply with all applicable local, state and federal housing codes. Only one accessory dwelling or apartment may be permitted per lot.
2. The accessory dwelling or accessory apartment shall not exceed forty percent (40%) of the square footage of the livable area of the principle structure or one thousand one hundred square feet of gross floor area, whichever is less.
3. An accessory dwelling shall be sited to the rear of the principle structure. All accessory dwellings shall meet the setback requirements established for the principle structures of the district in which they are located.
4. The exterior of the accessory dwelling shall be compatible with the principle residence in terms of color, siding, roof pitch, window detailing, roofing materials and foundation or skirting appearance. Manufactured homes shall not be pulled up to or attached to the principle residence and be considered an accessory dwelling or accessory apartment.
5. Where there is no public sanitary sewer service to the accessory dwelling, the County Health Department shall

approve sanitary sewer services provided to such accessory dwelling before construction begins.

DISCUSSION:

Currently, the applicant has begun construction of a new two-story 3,242 sq. ft. single-family dwelling upon the property. In addition to the new single-family dwelling, the owner proposes to construct a 676 sq. ft. accessory dwelling or guesthouse to be located in the rear yard of the property.

Frontage: 138 ft.

Area: 16,894 sq. ft. or 0.39 acres

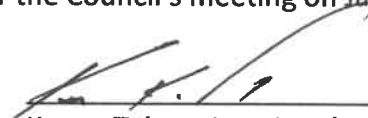
Zone: Residential (R-12)

Staff has informed applicant of the fact that the proposed accessory dwelling requires a special use permit and must be constructed to meet the minimum requirements of the North Carolina Building Code, as well as, the supplemental regulations of the City's Unified Development Code for accessory dwellings.

If the applicant's request for a special use permit is approved, building elevations, a site plan, floor plan and construction specifications shall be submitted and approved by City staff before building permits can be issued.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on January 10, 2022.

Date: 12/14/21


Kenny Talton, Interim Planning Director

Date: 12/14/21


Tim Salmon, City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
Z-12-21 Sheila B. Cannon (R9-R6) – North side of Humphrey St. between Fourth and Aycock St.

BACKGROUND: The subject property was previously occupied by a single-family dwelling and formerly addressed as 1405 Humphrey St. In 2013, the home was demolished and the lot was cleared.

DISCUSSION: The applicant requests to rezone the property to Residential (R6) in order to construct a two-family dwelling (duplex) upon the property. The applicant owns the subject property, as well as, the property directly west of the subject property and addressed as 1403 Humphrey St. In order to comply with development regulations for a duplex, the applicant will be required to recombine the properties according to the Residential (R6) zoning requirements.

If the property is rezoned, site and landscape plans will be required and approved by City officials before construction permits can be issued in the future.

Frontage: 50 ft. (Humphrey St.)
Area: 8,103 sq. ft. or 0.19 acres

**SURROUNDING
ZONING:**

North: Residential (R9);
South: Residential (R9);
East: Residential (R9); and
West: Residential (R6)

Existing Use: The subject property is clear and vacant.

Land Use Plan Recommendation: The City's Land Use Plan recommends High-Density Residential development for the property.

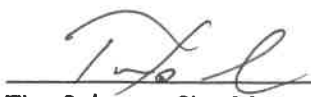
Engineering: The subject property is not located in a Special Flood Hazard Area. City water and sewer utilities are available to serve the property.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for Goldsboro City Council at their regularly scheduled meeting on January 10, 2022.

Date: 12-14-21


Kenny Talton, Interim Planning Director

Date: 12-14-21


Tim Salmon, City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
Z-13-21 Jason Seeley (GBCD-GBCD) – East side of S. Berkeley Blvd., northeast of the intersection of E. Elm and S. Berkeley Blvd./Wright Brothers Ave.

BACKGROUND: On December 9, 1986, City Council approved a rezoning change from Neighborhood Business (NB) to General Business Conditional District (GBCD) limiting the subject property to the following permitted uses in the General Business zoning district: retail sales, appliance installation and repairs, barber shops, pawn shops, restaurants, bakeries and apparel tailoring/alterations.

On July 13, 2020, City Council approved a rezoning change to General Business Conditional District to amend the permitted uses allowed for the site by adding: pet grooming, laundromats/dry cleaning (personal), health spas, tanning salons, fitness centers, martial arts studios, nail salons, copying/printing services, offices to include business, medical and professional and travel agencies.

DISCUSSION: The applicant requests a rezoning change to General Business Conditional District (GBCD) to amend the permitted uses allowed for the site by adding: arcades as a Place of Entertainment without ABC permits as a permitted use within the zoning district.

Frontage: 290 ft. (S. Berkeley Blvd.)
Area: 35,397 sq. ft. or 0.19 acres

SURROUNDING ZONING:

North:	General Business (GB);
South:	SJAFB;
East:	SJAFB; and
West:	General Business Conditional District (GBCD)/ Shopping Center (SC)

Existing Use: The subject property is occupied by a commercial strip center consisting of seven (7) leasable tenant spaces.


Land Use Plan Recommendation: The City's Land Use Plan recommends Commercial and Mixed-Use development for the property.

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

SJAFB: Base officials have been contacted regarding the change of zone and have no issues or concerns.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for Goldsboro City Council at their regularly scheduled meeting on January 3, 2022.

Date: 12-14-21


Kenny Talton, Interim Planning Director

Date: 12/14/21


Tim Salmon, City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING

SUBJECT: Neighborhood Plan Property Transfer

BACKGROUND: Preservation NC has historically worked in cooperation with the City of Goldsboro and the Downtown Goldsboro Development Corporation to save our historic structures and convert them into functioning, sufficient, owner-occupied residences. This effort has been an integral part of our Neighborhood Revitalization Plan strategy to take a first, proactive step in the development of viable neighborhoods surrounding the commercial downtown core of our City. This Plan was approved by the Council in 2006. City departments, including Planning, Inspections, Downtown Development, Finance and the Manager's Office have worked with partners, Preservation NC and Self-Help towards the goals set out by the Neighborhood Plan.

DISCUSSION: Two properties, one historic house and one vacant lot, located at 403 and 405 West Mulberry Street were acquired by Preservation NC, with support from the City of Goldsboro in 2006 for the purpose of advertising to potential developers while maintaining protective covenants to ensure the historic features of the property were secured. The home is considered "significant to our certified local historic district," and "contributing" according to the historic property inventory. When PNC was not successful at identifying a suitable buyer, the City worked with PNC to have the properties transferred back to City ownership in 2020, with the intent of passing on to the DGDC. The DGDC, as the City's non-profit downtown development partner, has historically taken on PNC properties for the purpose of marketing for historic revitalization, in accordance with the City's Neighborhood Plan. As was the intent when the properties were acquired from PNC, the City wishes to transfer 403 and 405 West Mulberry Street to the DGDC, in accordance with G.S. 160A-266(b), citing the conveyance of property to historic preservation organizations with historic covenants. The transfer is to be made in return for services provided by the DGDC to properly market the properties in accordance with the Neighborhood Plan.

Additionally, four vacant, sub-standard lots on N. Virginia Street have been requested for transfer under the same statute, including 204, 206, 208 and 210 N. Virginia Street. These properties, located in the same Neighborhood Plan area, will be marketed in a similar manner as the West Mulberry properties for the purpose of development and neighborhood preservation in accordance with the Plan.

RECOMMENDATION: By motion,

- 1) Transfer the following properties: 403 and 405 West Mulberry Street, 206, 208 and 210 N. Virginia Street and 204 N. Virginia Street, contingent upon approval by the County, as it is jointly-owned.
 - a. All properties will be transferred to the DGDC for the purpose of Historic Preservation, in return for services provided by the organization to properly market for development in accordance with the Neighborhood Plan
 - b. Subject to conditions and covenants stated in the attached resolution.

Date: 12/15/21


Downtown Development Director

Date: 12/15/21


City Manager

RESOLUTION NO. 2021- _____

**RESOLUTION AUTHORIZING THE TRANSFER
OF PROPERTIES UNDER NCGS § 160A-266**

WHEREAS, the properties located at 403 and 405 West Mulberry Street, 204, 206, 208 and 210 North Virginia Street, Goldsboro, Wayne County, North Carolina, hereinafter referred to as the Subject Properties, are properties of recognized historical, cultural and architectural significance; and

WHEREAS, the City of Goldsboro and Downtown Goldsboro Development Corporation (hereafter the DGDC) both desire that the properties referenced above be rehabilitated and preserved for the enjoyment and edification of future generations; and

WHEREAS, Preservation NC has historically worked in cooperation with the City of Goldsboro and the Downtown Goldsboro Development Corporation to save our historic structures and convert them into functioning, sufficient, owner- occupied residences; and

WHEREAS, this effort has been an integral part of our Neighborhood Revitalization Plan strategy to take a first, proactive step in the development of viable, neighborhoods surrounding the commercial downtown core of our City and was approved by City Council in 2006; and

WHEREAS, the DGDC, as the City's non-profit downtown development partner, has historically taken on PNC properties for the purpose of marketing for historic revitalization, in accordance with the City's Neighborhood Plan; and

WHEREAS, as was the intent when the properties were acquired from PNC, the City wishes to transfer 403 and 405 West Mulberry Street to the DGDC, in accordance with G.S. 160A-266(b), citing the conveyance of property to historic preservation organizations with historic covenants. The transfer is to be made in return for services provided by the DGDC to properly market the properties in accordance with the Neighborhood Plan; and

WHEREAS, additionally, four vacant, sub-standard lots on N. Virginia Street have been requested for transfer under the same statute, including 204, 206, 208 and 210 N. Virginia Street. These properties, located in the same Neighborhood Plan area, will be marketed in a similar manner as the West Mulberry properties, for the purpose of development and neighborhood preservation in accordance with the Plan.

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

- 1) The City Council hereby declares the properties as surplus and authorizes the transfer of the following properties:
 - a) 403 and 405 West Mulberry Street
 - b) 204, 206, 208 and 210 N. Virginia Street
- 2) All properties will be transferred to the DGDC for the purpose of Historic Preservation, in return for services provided by the organization to properly market for development in accordance with the Neighborhood Plan
- 3) The transfer of properties is subject to the conditions and covenants attached.

This resolution shall be in full force and effect from and after this 20th day of December, 2021.

Mayor

Attested by:

City Clerk

**PROTECTIVE COVENANTS FOR
403 and 405 West Mulberry Street and
204, 206, 208 and 210 North Virginia Street**

WHEREAS, the properties located at 403 and 405 West Mulberry Street, 204, 206, 208 and 210 North Virginia Street, Goldsboro, Wayne County, North Carolina, hereinafter referred to as the Subject Properties, is a building of recognized historical, cultural and architectural significance; and

WHEREAS, the Downtown Goldsboro Development Corporation (hereafter the DGDC) and the Successors both desire that the properties referenced above be rehabilitated and preserved for the enjoyment and edification of future generations; and

WHEREAS, the DGDC and Successors both desire that the Subject Properties shall retain its historically and architecturally significant features, while being sympathetically adapted and altered, where necessary, to provide for contemporary uses; and

WHEREAS, the DGDC and Buyer both desire that the Subject Properties shall not be razed in the interest of parking; and

WHEREAS, the DGDC is a charitable organization which acquires certain rights pursuant to historic preservation agreements that will insure that structures located within the state of North Carolina of recognized historical and architectural significance are preserved and maintained for the benefit of future generations; and

WHEREAS, the North Carolina General Assembly has enacted the Historic Preservation and Conservation Agreements Act validating restrictions, easements, covenants, conditions or otherwise, appropriate to the preservation of a structure or site historically significant for its architectural, archeological or historical associations.

NOW THEREFORE, the Buyer hereby agrees that the Subject Properties shall be and shall permanently remain subject to the following agreement, easements, covenants and restrictions:

1. These covenants shall be administered solely by the Downtown Goldsboro Development Corporation Board of Directors, its successors in interest or assigns; and in all subsequent conveyances of Subject Properties, the DGDC, its successors in interest or assigns shall be the sole party entitled to administer these covenants. In the event that the DGDC, or its successors in interest by corporate merger cease to exist, then in such event the DGDC shall assign all of its rights and interests in these easements, covenants, and conditions subject to such duties and obligations which it assumes hereby to a non-profit corporation of responsibility which exists for substantially the same reasons as the DGDC itself (as described hereinabove); If no such corporation be available for such assignment then, under such circumstances such assignment shall be made to the State of North Carolina which shall be the sole party entitled to administer those covenants.
2. The Successors covenant and agree to rehabilitate the Subject Properties according to the terms, conditions, and deadlines of a Rehabilitation Agreement entered into by the parties and signed by authorized by authorized officials of the DGDC and, after rehabilitation, to continuously maintain, repair, and administer the Subject Properties herein described in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties (1992) so as to preserve the historical integrity of features, materials, appearances, workmanship and environment of the Subject Properties. Maintenance shall be continuously provided. Said standards are attached hereto and incorporated in these covenants by reference.

3. No alteration and no physical or structural change and no changes in the material or surfacing shall be made to the exterior of 405 West Mulberry Street without the prior written approval of the President of the Board of Directors of the DGDC.

4. No addition or additional structure shall be constructed or permitted to be built upon the Subject Properties unless the plans and exterior designs for such structure or addition have been approved in advance in writing by the President of the Board of Directors of the DGDC. The DGDC in reviewing the plans and designs for any addition or additional structure shall consider the following criteria: Exterior building materials; height; fenestration; roof shapes, forms, and materials; surface textures; expression of architectural detailing; scale; relationship of any additions to the main structure; general form and proportion of structures; orientation to street; setback; spacing of buildings, defined as the distance between adjacent buildings; lot coverage; use of local or regional architectural traditions; and effect on archeological resources. Contemporary designs for additions or additional structures shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, color, material and character of the property and its environment.

5. The Successors and the DGDC hereby agree that the interior architectural features listed below are elements which contribute to the architectural significance of 405 W. Mulberry St and _____

-
1. Windows
 2. Interior Trim, Moldings, Casework
 3. Wood Floors
 4. Stair System
 5. Interior Doors and Transoms

If applicable, no removal of the above mentioned architectural features shall be made without the prior written approval of the President of the Board of Directors of the DGDC. If there are no structures on the said real property, then such requirements are not applicable.

6. The Successors shall abide by all federal, state, and local laws and ordinances regulating the rehabilitation, maintenance and use of the Subject Properties.

7. When seeking approvals under paragraphs 3, 4, and 5, the Successors shall give written notice to the DGDC. If the DGDC fails to respond within forty-five (45) days, then the Successors shall have the right to proceed according to their plans. The DGDC's decisions under paragraphs 3, 4, and 5, shall be based on the Secretary of the Interior's Standards for the Treatment of Historic Properties (1992) and shall not be unreasonably withheld.

8. In case of any contemplated sale of the Subject Properties or any portion thereof by the Successors or any successor in title thereto, first refusal as to any bona fide offer of purchase must be given to the DGDC, its successors or assigns. If the DGDC so decides to purchase, it shall notify the then owner of its willingness to buy upon the same terms within thirty (30) days of receipt of written notice of such bona fide offer. Failure of the DGDC to notify the then owner of its intention to exercise this right of first refusal within such thirty (30) day period shall free the owner to sell pursuant to the bona fide offer. Provided, however, that if there are any outstanding deeds of trust or other encumbrances against the property, any right to repurchase shall be subject to said deeds of trust or encumbrances, and they shall either be satisfied or assumed as part of the purchase price.

9. In the event of a violation of covenants contained in Paragraphs 2, 3, 4, 5, and 6 hereof, the DGDC then shall have an option to purchase the Subject Properties, provided that it shall give the Successors written notice of the nature of the violation and the Successors shall not have corrected same within the ninety (90) days next following the giving of said notice. The purchase of the Subject Properties, pursuant to the exercise of the option retained hereby, shall be at a price equal to the then market value of

the Subject Properties, subject to restrictive covenants, as determined by agreement of the then owner and the DGDC, or, in the absence of such agreement, by a committee of three appraisers, one to be selected by the DGDC, one to be selected by the then owner, and the other to be designated by the two appraisers selected by the DGDC and the owner respectively. Provided, however, that if there are outstanding deeds of trust or other encumbrances against the property, any right to purchase shall be subject to said deeds of trust or encumbrances, and they shall either be satisfied or assumed as part of the purchase price.

10. Representatives of the DGDC shall have the right to enter the Subject Properties at reasonable times, after giving reasonable notice, for the purpose of inspecting the buildings and grounds to determine if there is compliance by the Successors with the terms of these covenants.

11. Researchers, scholars, and groups especially interested in historic preservation shall have access to view the interior of the rehabilitated property by special appointment at various times and intervals at times both desirable to the public and convenient with the Successors.

12. Successors shall insure the Subject Properties against damage by fire or other catastrophe. If the original structure is damaged by fire or other catastrophe to an extent not exceeding fifty percent (50%) of the insurable value of those portions of the building, then insurance proceeds shall be used to rebuild those portions of the Subject Properties in accordance with the standards in Exhibit B. The Successors shall keep the Subject Properties insured under a comprehensive general liability policy that names the DGDC as an additional insured and that protects the Successors and the DGDC against claims for personal injury, death and property damage.

13. All mortgages and rights in the property of all mortgagees are subject and subordinate at all times to the rights of the DGDC to enforce the purposes of these covenants and restrictions. Successors will provide a copy of these covenants and restrictions to all mortgagees of the Subject Properties and has caused all mortgagees as of the date of this deed to subordinate the priority of their liens to these covenants and restrictions. The subordination provisions as described above relates only to the purposes of these covenants and restrictions, namely the preservation of the historic architecture of the Subject Properties.

14. The Successors do hereby covenant to carry out the duties specified herein, and these restrictions shall be covenants and restrictions running with the land, which the Successors, their heirs, successors, and assigns, covenant and agree, in the event the Subject Properties is sold or otherwise disposed of, will be inserted in the deed or other instrument conveying or disposing of the Subject Properties.

15. The properties the DGDC seeks to protect may contain certain hazards as a result of outdated building practices or use of certain materials that may contain lead paint, asbestos, or some other hazards that may need to be removed or encapsulated before the buildings are habitable. Addressing these problems is one of the challenges of owning and restoring a historic property. The DGDC does not have the resources to correct these problems and cannot take responsibility for the condition of the properties being sold. The DGDC is not liable in any way for any hazards, defects, or other problems with the properties under covenants.

16. The Successors and the DGDC recognize that an unexpected change in the conditions surrounding the Subject Properties may make impossible or impractical the continued use of the Subject Properties for conservation purposes and necessitate the extinguishment of this Historic Preservation Agreement. Such an extinguishment must comply with the following requirements:

- (a) The extinguishment must be the result of a final judicial proceeding.

(b) The DGDC shall be entitled to share in the net proceeds resulting from the extinguishment in an amount in accordance with the then applicable regulations of the Internal Revenue Service of the U. S. Department of the Treasury.

(c) The DGDC agrees to apply all of the portion of the net proceeds it receives to the preservation and conservation of other property or buildings having historical or architectural significance to the people of the State of North Carolina.

(d) Net proceeds shall include, without limitation, insurance proceeds, condemnation proceeds or awards, proceeds from a sale in lieu of condemnation, and proceeds from the sale or exchange by the Successors of any portion of the Subject Properties after the extinguishment.

17. In the event of a violation of these covenants and restrictions, all legal and equitable remedies, including injunctive relief, specific performance, and damages, shall be available to the DGDC. No failure on the part of the DGDC to enforce any covenant or restriction herein nor the waiver of any right hereunder by the DGDC shall discharge or invalidate such covenant or restriction or any other covenant, condition or restriction hereof, or affect the right of the DGDC to enforce the same in event of a subsequent breach or default.

18. Unless otherwise provided, the covenants and restrictions set forth above shall run in perpetuity.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING

SUBJECT: Boards and Commissions Meetings for 2022

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 2022 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 2022 Boards and Commissions Meetings schedule.

DATE: 12-13-21



Laura Getz, City Clerk

DATE: 12-14-21



Tim Salmon, City Manager

2022 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	Golf Course Committee 2:00 p.m. Goldsboro Municipal Golf Course
January 11, 2022 February 8, 2022 March 8, 2022 April 12, 2022 May 10, 2022 June 14, 2022 July 12, 2022 August 9, 2022 September 13, 2022 October 11, 2022 November 8, 2022 December 13, 2022	January 4, 2022 February 1, 2022 March 1, 2022 April 5, 2022 May 3, 2022 June 7, 2022 July 12, 2022 – Rescheduled Due to July 4 th August 2, 2022 September 13, 2022 – Rescheduled Due to Labor Day October 4, 2022 November 1, 2022 December 6, 2022	January 20, 2022 February 17, 2022 March 17, 2022 April 21, 2022 May 19, 2022 MCPD takes the month of June off July 21, 2022 August 18, 2022 September 15, 2022 October 20, 2022 – Awards Luncheon November 17, 2022 December 15, 2022 – Holiday Lunch @ Restaurant	Jan 19, 2022 April 20, 2022 July 20, 2022 Oct 19, 2022 Goldsboro MPO TCC / Goldsboro MPO TAC 9:00-TCC / 10:00-TAC Anteroom, City Hall February 10, 2022 May 12, 2022 August 11, 2022 November 10, 2022
Recreation Advisory Commission 6:00 p.m. Herman Park Center	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 5:30 p.m. Council Chambers City Hall
January 18, 2022* February 15, 2022 March 15, 2022 April 19, 2022 May 17, 2022 June 21, 2022 July 19, 2022 August 16, 2022 September 20, 2022 October 18, 2022 November 15, 2022 December 20, 2022 *January date may be changed if conflicts with city council meeting date	January 26, 2022 February 23, 2022 March 23, 2022 April 27, 2022 May 25, 2022 June 22, 2022 July 27, 2022 August 24, 2022 September 28, 2022 October 26, 2022 November 23, 2022 December 28, 2022	January 5, 2022 February 2, 2022 March 2, 2022 April 6, 2022 May 4, 2022 June 1, 2022 July 6, 2022 August 3, 2022 September 7, 2022 October 5, 2022 November 2, 2022 December 7, 2022	January 31, 2022 February 28, 2022 March 28, 2022 April 25, 2022 May 23, 2022 – Rescheduled Due to Memorial Day June 27, 2022 July 25, 2022 August 29, 2022 September 26, 2022 October 24, 2022 November 28, 2022 December 19, 2022 – Rescheduled Due to Christmas

CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021 COUNCIL MEETING

SUBJECT: Advisory Board and Commission Appointments

BACKGROUND: There are currently several vacancies on Advisory Boards and Commissions. Citizen involvement is vital to the performance of City government. It is necessary that additional appointments be made in an effort to fill these vacancies.

DISCUSSION: Recommendations for appointments were requested from the respective Boards and Commissions. Applications were also solicited from the public at large.

The City Council met during the Work Session on December 6, 2021, to review vacancies and applications received to fill the current vacancies. With these appointments, 2 vacancies on the Goldsboro Municipal Golf Course Committee and one Student vacancy on the Parks and Recreation Advisory Commission remain.

It is also customary for the City of Goldsboro to express its appreciation by Resolution to those members whose terms have expired, who have moved, or have resigned.

RECOMMENDATION: By motion, Council adopt the Resolutions:


1. Appointing members to various Advisory Boards and Commissions in the City of Goldsboro.
2. Commending those individuals whose terms have expired, who have moved, or have resigned.

Date: 12-13-21



Laura Getz, City Clerk

Date: 12-14-21



Timothy Salmon, City Manager

RESOLUTION NO. 2021-82

RESOLUTION APPOINTING MEMBERS
TO ADVISORY BOARDS AND COMMISSIONS

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

WHEREAS, the terms of several members on the City's Advisory Boards and Commissions have expired or been vacated due to members moving or resigning; and

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

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

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

Commission on Community Relations and Development

First Term Appointees

Denise Severino-Todd	Term Expires 12-31-2024
Melissa Potts	Term Expires 12-31-2024

Second Term Appointees

Ahmad Pittman	Term Expires 12-31-2024
Terri Bradley	Term Expires 12-31-2024
Elvira Johnson	Term Expires 12-31-2024
Marcus Lewis	Term Expires 12-31-2024

Goldsboro Municipal Golf Course

First Term Appointee

Christopher Morrissey	Term Expires 12-31-2024
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Second Term Appointee

Chip Spiron	Term Expires 12-31-2024
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Historic District Commission

Second Term Appointees

Linda Liegel	Term Expires 12-31-2024
Donna Stevenson	Term Expires 12-31-2024

Parks and Recreation Advisory Commission

Second Term Appointees

Maurice Mitchell	Term Expires 12-31-2024
Glenda Creech	Term Expires 12-31-2024
Linda Farmer	Term Expires 12-31-2024

Mayor's Committee for Persons with Disabilities

First Term Appointee

Johnny Holland	Term Expires 12-31-2024
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Second Term Appointees

David Snodgress	Term Expires 12-31-2024
Kenneth Coley	Term Expires 12-31-2024
Don Willis	Term Expires 12-31-2024
Donald Rhue	Term Expires 12-31-2024
Pier Protz	Term Expires 12-31-2024
Janet Baber	Term Expires 12-31-2024
Tammy Mathis	Term Expires 12-31-2024

Goldsboro Planning Commission

First Term Appointees

Viola Figueroa	Term Expires 12-31-2024
William N. Rose Jr.	Term Expires 12-31-2024

Travel and Tourism Advisory Council

First Term Appointees

LaToya Stallings	Term Expires 12-31-2024
Judith Gray	Term Expires 12-31-2024
KerriAnn Jayne	Term Expires 12-31-2024

2. This Resolution shall be in full force and effect from and after this 20th day of December, 2021.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



RESOLUTION NO. 2021 - 83

RESOLUTION COMMENDING INDIVIDUALS WHO HAVE SERVED ON VARIOUS ADVISORY
BOARDS AND COMMISSIONS OF THE CITY OF GOLDSBORO AND DIRECTING THE
MAYOR ON BEHALF OF THE CITY COUNCIL TO PRESENT THE INDIVIDUALS WITH A
CERTIFICATE OF APPRECIATION

WHEREAS, citizen participation is vital to responsible government; and

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

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

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

1. The following individuals are recognized for their service on the City's advisory Boards and
Commissions and are commended for their contributions to the operation of Goldsboro's
municipal government:

Commission on Community Relations and Development

Tracy Lewis

Myelle Thompson

Goldsboro Municipal Golf Course

Kenny Loftin

Gina Price

Joe Thomas

Rose Wright

Richard Farfour

Parks and Recreation Advisory Commission

Maria Newsome

Mayor's Committee for Persons with Disabilities

Doug Seymour

Goldsboro Planning Commission

Mia Barnett

Chris Boyette

Travel and Tourism Advisory Council

Bharat Prajapati

Diane Belmont

Tyrone Barrett

2. Certificates of Appreciation signed by the Mayor, City Manager, and Chairperson will to be
presented at the next regularly scheduled meeting of the various Boards and Commissions or as
close to that meeting date as possible.
3. This Resolution shall be in full force and effect from and after this 20th day of December, 2021.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 20, 2021

SUBJECT: Amending Chapter 32 of the Code of Ordinances of the City of Goldsboro

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.

The Mayor's Committee for Persons with Disabilities membership is currently composed of 15 members. Council recognizes the need for an increase in participation on the board and wishes to increase the membership size.

The Goldsboro Municipal Golf Course Committee has seen a decrease in membership and Council has discussed reducing the number of members on the board.

DISCUSSION: At the Goldsboro City Council meeting on December 6, 2021, Council discussed the Mayor's Committee for Persons with Disabilities. Councilmember Matthews requested to increase the number of members to 16, in order for additional participation on the board.

At the Council meeting on December 6, 2021, Council discussed the Goldsboro Municipal Golf Course Committee decrease in member participation and recommends reducing the board from 7 to 5 members.

After a review of the Chapter 32, several administrative errors were discovered including changing Development Services Director to Planning Director, and a typographical error in (B) Memberships under 32.326 Board of Adjustment.

RECOMMENDATION: Staff recommends Council consider adopting the following entitled Ordinance amending; Chapter 32, Section 32.311 Mayors Committee for Persons with Disabilities of the Code of Ordinances changing the membership from 15 members to 20 members; Chapter 32, 32.323 Goldsboro Municipal Golf Course of the Code of Ordinances changing the membership from 7 members to 5 members; and other administrative changes in Chapter 32.

DATE: 12-14-21


Laura Getz, City Clerk

DATE: 12/14/21


Tim 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, in an effort to make the City's Boards and Commissions available to citizens interested in participating, the Mayor's Committee for Persons with Disabilities and the Goldsboro Municipal Golf Course will be revising the number of members on their boards.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, Chapter 32 be amended as mentioned above and as follows:

Chapter 32

32.220 Miscellaneous

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

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

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

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

(E) Each year upcoming vacancies will be advertised in the local newspaper and on the radio during the month of October.

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

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

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

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

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

32.300 Boards and Commissions Purpose Statement. The City Council of the City of Goldsboro recognizes and values the importance of citizen participation in local government and strives to select citizens from the entire community to serve on boards and commissions taking into consideration gender, race and residence on a geographical basis. The City of Goldsboro utilizes volunteer boards as a mechanism to engage citizens in the democratic process. The primary responsibility of these boards is to provide advice to the city council from a citizen perspective.

32.301 General provisions.

(A) Definitions.

1. Board. For the purposes of this article, the word "board" shall mean and include any board, commission, committee, agency or similar group made up in whole or in part of nonelected appointees of the city council, whether established by general statute, charter, ordinance, resolution, motion or otherwise. Notwithstanding the preceding, for special committees, task forces and the like, this Article shall apply only as appropriate, and the mayor shall have appointment responsibility as provided in the City of Goldsboro's Code of Ordinances Chapter 30 Section 30.01.

2. Board Year. Board year shall mean a 12-month time period beginning with the term effective date.

32.302 Membership, general.

(A) Membership eligibility and appointment process. In order to be eligible for appointment to a board, a person must be 18 years of age or older and a City of Goldsboro resident for the duration of the appointment term, unless otherwise provided by law or ordinance, and must file an application on a form provided by the city clerk. Unless otherwise directed, or unless otherwise explicitly provided for elsewhere in this Code, all appointments to all boards, shall be made by the council as a whole. Unless otherwise directed, no person shall serve on more than one board at the same time.

(B) Unexpired terms. The council intends to make appointments to fill unexpired portions of terms created by vacancies, as expeditiously as possible. Further, the council recognizes that the urgency of filling such vacancies may vary depending upon the circumstances of the vacancy.

(C) Removal. All members of all boards shall serve at the pleasure of the city council, regardless of the terms for which appointed, and the city council may in its discretion, at any time, remove any members of any board for any reason, including inefficiency, neglect of duty, or malfeasance in office.

(D) Resignations. If a member concludes that he or she will have difficulty fulfilling the volunteer commitment, the member may voluntarily resign from the board. Notice should be communicated in writing to the city clerk's office. Members who have been removed from a board or who have resigned prior to completion of their term shall disclose such fact in any subsequent application for board appointment.

32.303 Election of Officers. The Board shall elect a chairperson and vice chairperson and such other officers as it may deem proper. The term of the chairperson shall be one year, with eligibility for reelection.

32.304 Terms of office. The terms of office of members of all boards appointed by the city council shall be three years unless otherwise provided by law or ordinance or unless a vacancy is being filled, in which case a term may be one, two, or three years, depending on the remainder of the term. Terms on all boards shall be staggered, with the terms of approximately one-third of the membership expiring each year to ensure there is always one or more members with experience on each board. All terms shall begin on January 1 following appointment. A person shall normally serve no more than two consecutive full terms on the same board. A member may continue to serve until his successor is duly named and qualified or unless he resigns.

32.305 Conflicts of interest. All board members shall read and be familiar with such laws, policies and guidelines as may be in effect from time to time concerning ethics and conflicts of interest for city advisory boards and commissions and shall sign such policies and guidelines of the city as required by their terms. Refer to state law and Conflict of Interest Policy Statement as revised from time to time in accordance with council practices and procedures, for the conflict of interest guidelines that apply to boards.

32.306 Attendance at board meetings. Although recognizing and appreciating the fact that members of the boards are generally citizen volunteers, the city council deems it essential that members of all city boards attend meetings regularly for the prompt and efficient transaction of city affairs. The staff liaison of each board shall maintain attendance records, including attendance at regular meetings, work sessions and all special called meetings. (Attendance addressed in General Rules of Procedure Policy.)

32.307 Meetings. All boards shall meet as often as necessary to conduct the business before it. All meetings and hearings of all boards shall be subject to the open meetings law.

32.308 Quorum. A quorum shall consist of a majority of the total voting membership plus one, excluding vacant seats.

32.309 Rules and records. All Boards should adhere to General Rules of Order Policy, as amended from time to time in accordance with council practices and procedures. Each board shall keep minutes of its proceedings and discussions, showing the vote of each member upon every question, or a member's absence or failure to vote, and shall keep records of its resolutions, findings, recommendations, and other official actions.

32.310 Cooperation with others. All boards shall cooperate in all respects with other city boards, city officials and employees.

32.311 Annual reports. Unless otherwise required by North Carolina Law, Charter or City Code, advisory boards may make full and complete reports to the city council annually or at such times as they are requested to do so.

32.312-32.319 Reserved

32.320 Commission on Community Relations and Development

(A) Purpose and duties. The purpose and duties of the Commission on Community Relations and Development shall be to act as an advisory body to the Director and City Council to enhance community harmony and promote awareness of Goldsboro's growing multiculturalism by facilitating community dialogue and meetings, and coordinating resident and organizational coalitions to address community issues and concerns. The Commission on Community Relations and Development will also serve as a citizen input mechanism for the community and in an advisory capacity to the City for community development administered programs funded through Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) grant funds.

(B) Membership and Qualifications. The Commission on Community Relations and Development shall consist of eleven (11) members who shall be citizens and residents of the City of Goldsboro or within the one-mile jurisdiction of the city. Where possible, appointments shall be made in a manner as to maintain on the Commission at all times at least one third of members be low-to-moderate-income persons. The goal is that these eleven (11) members for which at least one third of the membership are low-to-moderate income persons will represent the diverse social, economic, gender, sexual orientation, ability, religious affiliations, racial and ethnic composition of the City.

(C) Staff services. The Community Relations Department shall supply staff and technical services for the Commission on Community Relations and Development.

32.321 Mayor's Committee for Persons with Disabilities

(A) Purpose and duties. The purpose and duties of the Mayor's Committee for Persons with Disabilities shall be to:

1. Plan, conduct, and publicize activities designed to promote employment and well-being of people with disabilities.
2. Cooperate with community agencies and organizations in securing employment acceptance of people with disabilities.

3. Stimulate community interest in furthering employment of people with disabilities by securing active cooperation and support from employers, employees, community groups, and the general public.
4. Conduct specific activities of the Governor's Advocacy Council for Persons with Disabilities, the President's Committee on Employment of People with Disabilities and promote special events such as the Annual National Employ the Handicapped Week and Disability Awareness Week.
5. Promote the establishment and improvement of rehabilitation and recreational facilities and programs.
6. Identify barriers that hinder the mobility of the disabled.
7. Support and promote appropriate legislation advocating issues of interest for people with disabilities.
8. Advise the City Council about the goals, recommendations, and activities of the Committee.

(B) Membership; appointment. The Mayor's Committee for Persons with Disabilities shall be composed of ~~15~~ 16 members. Members of the committee shall be recommended by local government, private/community organizations, by other committee members, or by personal request.

(C) Staff services. The Community Relations Department shall supply staff and technical services for the Mayor's Committee for Persons with Disabilities.

32.322 Mayor's Youth Council

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

1. Offer an organization through which the youth of our community may benefit both themselves and their community.
2. Provide equal opportunity for each young person to assume responsibility with the adults of the community.
3. Serve as a means for young people to practice democracy in order to better prepare themselves for later responsibilities as citizens and serve as a line of communication between the youth and the adults of our community.
4. Initiate programs and projects that are of benefit to the youth and to our community.
5. Constructively channel the enthusiasm of the young people of the city.

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

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

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

(E) Staff services. The Community Relations Department shall supply staff and technical services for the Mayor's Youth Council.

32.323 Goldsboro Municipal Golf Course

(A) Purpose and duties. The Municipal Golf Course Committee shall:

1. Recommend ways to improve and enhance the quality of customer service and overall appearance of the golf course;

2. Review club house operations and overall maintenance and upkeep of the golf course.

(B) Membership; appointment. The Municipal Golf Course Committee shall be composed of ~~five~~ ~~seven~~ members. Any resident living within the city, within the one-mile jurisdiction of the city or outside the city and the one-mile, but within Wayne County, is eligible to serve as a member of the Committee.

(C) Staff services. The Parks and Recreation Department shall supply staff and technical services for the Goldsboro Municipal Golf Course.

32.324 Parks and Recreation Advisory Commission

(A) Purpose and duties. The Commission shall serve as a citizen advisory commission to the City Council, City Manager and Parks and Recreation Department. The advisory commission may recommend and propose to the City Council, City Manager and Parks and Recreation Department any matter relating to recreational policies, programs, operational procedures, park development, facility planning, maintenance, budget preparation, the need for additional personnel, the acquisition and disposition of lands, and properties related to such recreation programs, and such other matters as the Parks and Recreation Director shall find advisable or essential to receive consideration by the Commission and such other matters as may be requested by any Council member..

(B) Membership; appointment. The Goldsboro Parks and Recreation Advisory Commission shall be composed of 11 members. One member shall be a high school student with a term of one year. Any resident of the city is eligible to serve as a member of the Commission.

(C) Staff services. The Director of the Parks and Recreation Department or his designee shall serve as Secretary to this body.

32.325 Planning Commission

(A) Purpose and duties. As the body charged with Comprehensive Planning, the Planning Commission may:

1. Make studies of areas within the City and its extraterritorial jurisdiction;
2. Determine the goals and objectives relating to growth, development and/or redevelopment of these areas;
3. Prepare plans for achieving the goals and objectives; and
4. Develop and recommend policies, ordinances, administrative procedures to carry out the plans.

As an advisory body to the City Council, the Planning Commission may make recommendations concerning:

1. Proposed official zoning map and Unified Development Ordinance changes;
2. Proposed rezonings, conditional district rezonings, conditional use permits and the master plans of planned unit development districts (PUD);
3. The location, character and extent of public improvements and the acquisition of land;
4. The landscape design of parks, streets, recreation areas, public buildings and other local developments;
5. Street names and street name changes;
6. New development proposals, including site plans, subdivision plans and preliminary plats; and
7. Other matters as desired by the ~~Development Services~~ **Planning** Director, directed by the Council or other governing Board or initiated by a Commission member.

(B) Membership. A Planning Commission for the City of Goldsboro is hereby created. The Goldsboro Planning Commission shall consist of seven members. Five members appointed by the City Council shall reside within the City and two members appointed by the Wayne County Commissioners shall reside

within the extraterritorial planning area of the City. If the Wayne County Commissioners fail to make this appointment within ninety days after receiving a resolution notifying them of a vacancy from the City Council, the City Council may make the appointments. The extraterritorial members shall have the same rights, privileges and duties as City members of the Commission. Extraterritorial members are required to vote on each question, regardless of whether the matter at issue arises from within the City or within the extraterritorial planning area. If an in-City member moves outside of the City limits or if an extraterritorial area member moves outside of that jurisdiction, that shall constitute a resignation from the Planning Commission, effective upon the date a replacement is appointed.

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

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

32.326 Board of Adjustment

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

1. Appeal of administrative decisions. – To hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by the Zoning Administrator, any Enforcement Officer or Watershed Administrator in the interpretation of the requirements of this Ordinance.
2. Special uses – To hear and decide only such special uses as the Board is authorized to pass on by the terms of this Ordinance.
3. Variances – To grant variances in accordance with state law and where assigned by this Ordinance.
4. Interpretation -To interpret the location of lines on the official Zoning Map or Zoning Ordinance text requirements where the map or text appears to be unclear.
5. Conditions of approval – In granting any special use permit or variance the Board may prescribe additional requirements and safeguards to insure the purpose of this Ordinance.
6. To approve alternate landscaping plans when a strict application of the Ordinance requirements would result in an unreasonable or impractical solution or situation. Approval shall be consistent with the intent and purpose of the landscaping requirements of this Ordinance. This provision shall not apply to landscape plans that require City Council approval.

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

(C) Meetings. The Board of Adjustment shall establish a regular meeting schedule. All meetings shall be conducted in accordance with the quasi-judicial procedures set forth in Section 3.2. All meetings of the Board shall be open to the public and whenever feasible the agenda for each Board meeting shall be made available in advance of the meeting.

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

All other actions of the Board shall be taken by majority vote, a quorum being present.

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

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

32.327 – (Reserved)

32.328 Goldsboro Historic District Commission

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

1. Project approvals – To review and act upon the appropriateness of proposals for alterations, demolitions or new construction within historic districts or to historic landmarks;
2. Historic resources inventory – To undertake an inventory of properties of historical, prehistorical, architectural and/or cultural significance;
3. Historic district and landmark designation – To recommend to the City Council areas to be designated by ordinance as “Historic Districts”; and individual structures, buildings, sites, area or objects to be designated by ordinance as “Landmarks;”
4. Historic property acquisition – To acquire by any lawful means the fee or any lesser included interest, including the option to purchase properties within an established district or any property designated as a landmark;
5. Negotiation – To negotiate at any time with the owner of a building, site, area or object for its acquisition or preservation;
6. Historic property protection – To restore, preserve and operate historic properties;
7. Revocation of designation – To recommend to the City Council that the designation of any area as a historic district or part thereof, or designation of any building, structure, site, area or object as a landmark, be revoked or removed for cause;
8. Public outreach – To conduct an educational program with respect to historic properties and districts within its jurisdiction;
9. Intergovernmental partnerships - To cooperate with state, federal and local governments in pursuance of purposes of this part. The City Council may authorize the Commission to contract with state and federal governments or any agency of either, or with any other organization provided the terms are not inconsistent with state and federal law;
10. Comprehensive Planning – To prepare and recommend the official adoption of a preservation element of the City’s Comprehensive Plan.

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

Two ex-officio members shall serve as follows:

1. The Mayor or one member of the City Council; and
2. An at-large member appointed by the City Council.

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

This Ordinance shall be in full force and effect from and after the 20th day of December, 2021.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



City of Goldsboro
Departmental Monthly Reports
December 2021

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

COMMUNITY RELATIONS DEPARTMENT

November 2021

Prepared by: Felecia Williams, Community Development & Relations Director

Date Prepared: December 1, 2021

- The Mayor's Committee for Persons with Disabilities (MCPD) met for its regular monthly meeting on November 21st, however, there was not a quorum, and therefore no official business was carried out. The MCPD Disability Walk Subcommittee met in-person on November 9th. A meeting to discuss the Accessible Playground was held with Parks & Recreation Director and Community Relations Staff on November 3rd.
- On November 9th, the Commission on Community Relations and Development (CCRD) met for Community Development Training at 5:00 pm and extending into the regular meeting hour, however, there was not a quorum, therefore the training did not take place. The MLK Planning subcommittee met for its first meeting on November 2nd.
- GYC provided community service at the Downtown Lights Up event hold on November 23rd. GYC held its regular meeting on November 3rd.
- Community Relations Activities:
 1. Staff attended the regular meeting of the Wayne County JCPC on November 19th at the Chamber of Commerce.
 2. Staff provided community service to the Community Supporting School's Restorative Justice/Sentencing Circles Program (similar to Teen Court) on November 3rd and November 10th at the Chamber of Commerce.
 3. Staff attended a Citizens Academy Planning meetings on November 3rd, November 4th, and November 5th.
 4. Staff attended Habitat for Humanity's Annual Partnership Breakfast at Lane Tree Country Club on November 5th.
 5. Staff engaged in a telephone conference on November 10th with Health Education Specialist Samantha Patrick of the Wayne Co. Health Department and provided assistance for World AIDS Day. Staff collaborated with Asst. City Manager to arrange for the downtown fountain to be turned red in observance of the event. Staff also coordinated media coverage of the Health Department's Dec.1st event with Public Information Officer.
 6. Staff attended a virtual meeting hosted by United Way and included other community partners to discuss homeless shelters on November 19th.
 7. Staff provided community service and assisted 4 Day Movement with serving Thanksgiving meals to the homeless and families of deployed military on November 22nd.
- Community Relations department monthly staff meeting was held on November 5th.
- Community Development Activities:
 1. Staff met in-person with Pastor DJ Coles of 4 Day Movement on November 1st to discuss CDBG-CV funding.
 2. Staff met with Procurement Manager, Tim Wood, on November 3rd and November 17th to discuss securing an Underwriter for the Tiffany Garden project.
 3. Staff met in-person with managers of U.S. Bank to discuss collaboration on the City's Homebuyer Assistance Program on November 8th.
 4. Staff engaged in 5 phone consults with HUD Representative for the month of November. One consult included City Manager and Assistant City Manager and the other included Finance Director and Assistant Finance Director.
 5. Staff engaged in 4 email consults with NCHFA Case Manager during the month of November.

- The Department received zero (0) housing complaints and thirty (30) requests for assistance for the month of November. *Please refer to Community Relations Addendum for the detailed summary.

2021 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG
Housing Complaints	0	4	2	0	4	5	1	8	9	2	2	0	4
Consumer & Other	2	8	21	10	12	9	12	10	16	10	30	0	13

COMMUNITY RELATIONS DEPARTMENT *Addendum*

November 2021

Prepared by: Felecia Williams, Community Development & Relations Director

Date Prepared: December 1, 2021

Complaints/Grievances

*No complaints/grievances received for the month of November

Assistance with Resources

Resource Requested	Number of Requests	Resolution
Home Repair	18	Referred all to Hope Restoration Rehabilitation Program
First-Time Homebuyer	7	Provided application packet
Garbage Pickup	1	Referred to Public Works
Deed to home	1	Mailed copy from Register of Deeds website
HOPE Program (Case Manager requesting account verification for applicant)	1	Referred to Water Department for account verification
Housing/Pregnancy Support/Domestic Violence	1	Referred to Wayne Pregnancy Center/Provided Community Resource Listing
Grant for fencing	1	No resource available to refer to
Total Requests:	30	

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

- Met with (or conversed by email/phone) 4 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Over the past month, staff visited downtown businesses 15 different times.
- Problem House Meeting
- Gold City House of Music Ribbon Cutting
- Merchant Planning Session

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

- GWTA Concourse Roof Addition Grant Agreement Update
- Downtown Property Update Re: Merchant/Owner Info
- S. Center RFP Document Completion
- 209 W Walnut Closing
- Continued preparation for DGDC office relocation
- Committee Work Plan Development

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

- Facilitated and attended the following monthly meetings: DGDC Board Meeting (11/17) , DGDC Executive Committee Meeting (11/10) ,DGDC Design, DGDC EV, DGDC Merchants Committee Meeting, and DGDC Promotions Committee Meeting (11/9).
- Staff working with DGMA, as new branch of the DGDC to develop a work plan, in cohesion with the DGDC's work plan.
- Downtown Lights Up was a success!!! The City of Goldsboro is shining!
- Fall Movie Series wrapped up at the HUB. Sponsored by Canvas Church.
- NC Main Street Regional Directors' Meeting
- Junior Leadership Tour
- Annual Evaluations

Upcoming Events/Activities:

- LFNC Planning, including next steps for economic development plan & RFP development for 400 block of S. Center.
- Will work with IT in redesigning and refreshing the DGDC Website in the next 6 months.
- Rehab development project.
- The popular Downtown Drive-In Series will be held again this year at the field across from the HUB. There will be two showings, December 2 (Elf) and December 16 (A Christmas Story) starting at 6:00pm.

Businesses Opening/Properties Purchased

Other

- Downtown Goldsboro's Facebook page followers/likes grew from 12,549 to 13,229 in the month of November.

ENGINEERING DEPARTMENT

November 2021

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

Date Prepared: 12-10-21

Stoney Creek Greenway

- The greenway extends from Royall Avenue to Quail Park along Stoney Creek, approximately 1,600 linear feet;
- Staff submitted final plans and specifications for NCDOT approval.

Phase IV Sewer Collection Rehabilitation

- Project is complete with the exception of receiving final pay application from the contractor.

2019 Infrastructure Recovery (Golden Leaf Foundation)

- This project consists of sewer rehabilitation and storm drainage improvements in various areas;
- Project is complete and final payment request submitted to Finance Department.

2021 Street Resurfacing

- The resurfacing project is 95% complete;
- Five (5) streets remain for paving and patching;
- Contract completion date is March 8, 2022.

2017 Wastewater System Improvements – FB2020-002

- The project consists of sewer rehabilitation along North Carolina Street from Holly Street to Ash Street, sewer rehabilitation along the Big Ditch Outfall from George Street south to Crump Street; and sewer rehabilitation of a 200-foot segment from the Little River Outfall into old Cherry Hospital campus;
- Project is 98% complete;
- Sewer service with conflict box and punch list items remain to be completed.

2017 Water System Improvements

- This project consists of creating a separate pressure zone in the New Hope area by installing a booster pump station at the New Hope Water Tank and a couple of pressure reducing valves at the extreme ends of the new pressure zone;
- Design plans and specifications anticipated for approval by NCDEQ in January 2022.

Ash Street/Alabama Avenue Sidewalk

- This project consists of installing sidewalk from the right-of-way of NC Railroad along Ash Street to Alabama Street then down Alabama Street to Oak Street;
- Construction plans are 90% complete;
- This project is temporarily on hold.

2019 Water Improvements Project

- The Wooten Company engineering agreement provides services for preliminary engineering report and environmental report for substandard City of Goldsboro water lines;
- PER/EID Report approved by DWI.

Little/Big Cherry Pump Station Relocation and Improvement

- WithersRavenel engineering agreement provides services for project management, engineering report and environmental information documentation for Little/Big Cherry Pump Station;
- PER/EID Report submitted to DWI for review and approval;
- A revision is required and will be submitted at a later date.

Stormwater Control Measure (SCMs) Inspections

- Approximately 308 SCMs have been approved and 258 SCMs have been constructed to date;
- Construction Inspector completed and received SCM Certification in October;
- Stormwater Control Measure Inspections will resume starting January 2022.

FINANCE
NOVEMBER 2021
Prepared By: Andrea Thompson
Date Prepared: December 13, 2021

	FY 20-21		FY 21-22	
	Actual to Date		Actual to Date	YTD %
Revenues	October-20	Adjusted Budget	October-21	Collected
General Fund	\$ 9,016,743	\$ 45,835,802	\$ 10,178,877	22.21%
Utility Fund	6,146,989	20,739,218	7,376,340	35.57%
Downtown District Fund	30,524	95,174	25,839	27.15%
Occupancy Tax Fund	346,473	1,139,668	376,885	33.07%
Stormwater Fund	511,704	1,576,200	814,435	51.67%
Total	\$ 16,052,432	\$ 69,386,062	\$ 18,772,377	27.05%
Expenditures				
General Fund	\$ 12,625,340	\$ 45,835,802	\$ 13,824,927	30.16%
Utility Fund	5,287,746	20,739,218	4,536,159	21.87%
Downtown District Fund	2,263	95,174	30,188	31.72%
Occupancy Tax Fund	142,889	1,139,668	246,182	21.60%
Stormwater Fund	336,030	1,576,200	541,815	34.37%
Total	\$ 18,394,268	\$ 69,386,062	\$ 19,179,271	27.64%

MAJOR CATEGORIES				
	FY 20-21		FY 21-22	
	Actual to Date		Actual to Date	YTD %
Revenues	October-20	Adjusted Budget	October-21	Collected
Property/Occupancy Taxes	\$ 4,438,449	\$ 18,876,693	\$ 3,690,844	19.55%
Charges for Services	7,826,369	23,836,557	8,915,432	37.40%
Revenue Other Agencies	1,508,264	19,483,742	1,998,435	10.26%
Other Revenues	755,871	3,282,836	2,563,745	78.10%
Fund Balance	-	698,394	-	0.00%
Shared Services	1,523,479	3,207,840	1,603,920	50.00%
Total	\$ 16,052,432	\$ 69,386,062	\$ 18,772,377	27.05%
Expenditures				
Labor	\$ 9,152,760	\$ 32,064,318	\$ 9,129,762	28.47%
Non-Labor	9,241,508	37,321,744	10,049,509	26.93%
Total	\$ 18,394,268	\$ 69,386,062	\$ 19,179,271	27.64%

SELECTED OTHER INFORMATION			
	FY 20-21	Actual	Total
Collections	Actual	October-21	Collected F-YTD
Debt Setoff	\$ 44,690	\$ 445	\$ 3,551
Surplus	\$ 58,361	\$ -	\$ -

FIRE DEPARTMENT

November 2021

Prepared By: Ron Stempien

Date Prepared: December 8, 2021

- The cause of fire incidents was determined 73.4 of the time. 26.6% of fire incidents were classified as undetermined or still under investigation.
- The average response time of first arriving unit was 4:19.
- The full response within 8 minutes occurred 96.2% of all calls.
- 70.1% of Inspection Violations were cleared within 90 days.
- There were 0 Civilian injuries, 0 Civilian deaths, 0 Fire Service injuries, and 0 Fire Service deaths.
- The American Red Cross assisted 1 family due to displacement because of fire damage.
- Fire prevention and community service activities including: Car Seat Safety Checks with Safe Kids of Wayne County, Veteran's Day Parade, Santa Fest at Berkeley Mall, Downtown Lights Up, and several Birthday Ride-by Celebrations. 316 Adults and 325 Children received fire prevention education.

2021	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sept.	Oct.	Nov.	Dec.	Avg.
Total Incidents:	234	173	227	214	251	240	227	229	240	244	265		231
Structure Fires:	6	4	6	4	3	3	3	5	6	2	7		4
EMS Calls:	89	68	87	83	106	106	84	104	86	86	82		89
Vehicle Accidents:	36	30	34	35	35	40	33	33	33	40	40		35
Fire Alarms:	49	31	41	40	42	41	54	45	56	52	65		47
Other:	54	40	59	52	65	50	53	42	59	64	71		55
Training Hours:	3006	3143	3010	2730	2029	1877	1633	1833	1596	1914	1591		2215
Safety Car Seat Checks:	1	0	1	0	1	6	3	3	2	4	2		2
Inspections:	118	149	215	167	179	237	193	191	177	157	154		176
2020	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Avg.
Total Incidents:	198	187	166	111	118	208	213	213	233	203	204	225	190
Structure Fires:	10	4	2	1	4	4	2	2	6	2	1	3	3
EMS Calls:	70	81	73	7	21	74	89	68	80	88	76	88	68
Vehicle Accidents:	35	22	26	25	26	29	27	42	34	34	33	35	31
Fire Alarms:	46	29	26	38	33	46	45	49	69	41	46	39	42
Other:	37	51	39	40	34	55	50	52	44	38	48	60	46
Training Hours:	2969	3061	3626	2426	2289	2254	2351	2244	2522	2514	2032	1962	2521
Safety Car Seat Checks:	3	9	2	0	2	1	0	0	0	0	2	0	2
Inspections:	129	119	143	73	108	134	151	108	119	140	124	132	123

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.

Human Resources

- Supervisors are completing annual evaluations. As of November 30, 330 evaluations were completed.
- HR staff assisted Information Technology with interviews November 15 & 16.
- HR staff assisted Fire Department with interviews November 22 & 23.

Safety

- November City Hall Fire Extinguisher / Defibrillator inspections
- November 1 – Meeting with Police Officer that resigned to Sheriff's office. He wanted to talk about Safety concerns within department.
- November 5 – Meeting with Deputy Chief Farfour concerning the COVID 19 OSHA Standard policy
- November 8 – Safety and Accident Review Committee Meeting. Committee heard four cases. Three cases received points for their accident.
- Bucks Fire Service checking all fire extinguishers in the city vehicles.
- November 17 – Accident investigation involving a Public Works Vehicle on Hwy 117
- November 15 – Park safety inspections
- November 17 – Accident investigation on Seymour Johnson AFB involving a solid waste vehicle.
- November 18 – Webinar with Department of Labor and Covid 19 regulations
- November 29 – Water Main break on ASH and John Street, with crews
- November 24 – Accident investigation involving animal control officer and telephone pole
- Teleconference with Doug McGrath concerning North Carolina Freedom Festival for May 21st, 2022
- November 30 – Water Main break on George Street.
- Field Safety with private contractors and City crews.

Occupational Health

The Occupational Health Nurse continues to provide guidance regarding CDC guidelines and COVID protocols. There were 165 clinic visits this month. No random drug screens and 1 DOT post-accident drug screen this month.

MONTHLY STATISTICS

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Total Employment	569	566	562	562	557	554	550	550	544	537	534		553
Vacancies	12	8	26	21	18	19	21	26	23	22	27		20
Applications	183	119	203	245	267	299	233	150	164	204	173		203
Applicant Notices	214	203	167	66	71	177	94	140	106	196	17		132
New Hires	8	2	1	3	4	3	2	8	1	3	1		3
Resignations	1	2	3	3	6	6	7	8	6	8	3		5
Retirements	0	3	2	0	2	0	0	0	0	2	1		1.00
Terminations	0	0	0	0	1	0	1	0	1	0	0		.27
Turnover Rate	.18%	.88%	.89%	.53%	1.44%	1.08%	1.09%	1.45	1.10	1.49	.19		.94%
Vehicle Accidents	2	5	2	7	3	1	3	1	0	3	4		3
Workers' Compensation	0	4	2	3	5	4	3	0	0	0	0		2.1
FFCRA Leave	41	5	5	3	5	5	2	1	20	9	2		9
Telework	27	28	25	23	13	12	11	11	11	11	11		17

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Total Employment	573	573	575	574	573	571	568	565	561	561	560	562	568
Vacancies	21	23	28	16	12	13	12	13	19	12	9	18	17
Applications	480	367	208	158	73	124	227	225	262	177	44	278	213
Applicant Notices	277	295	110	259	117	384	106	94	122	111	135	140	183
New Hires	9	6	5	3	1	3	3	4	2	5	3	7	4
Resignations	1	3	2	4	1	5	3	6	4	4	1	1	3
Retirements	4	2	1	0	1	0	3	1	1	1	1	4	2
Terminations	0	1	0	0	0	0	0	0	1	0	2	0	.36
Turnover Rate	.87%	.87%	.52%	.70%	.35%	.88%	1.06%	1.24%	.89%	.89%	.36%	.89%	0.79%
Vehicle Accidents	4	0	2	5	5	2	0	0	2	0	0	1	2
Workers' Compensation	0	0	0	1	0	0	1	1	0	0	0	0	0.25
FFCRA Leave			0	10	6	20	20	11	17	13	6	31	13
Telework			37	39	35	32	32	32	33	24	19	25	31

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

Information Technology

November 2021

Prepared By: Scott Williams

Date Prepared: December 06, 2021

- Repaired eCrash issues and Completed PD Promotional Video.
- Replaced Large Conference Room Projector Bulb.
- Upgraded Tower 1 Computer.
- Repaired CAD computer for Fire Station 1.
- Upgraded phone lines at Paramount Theatre.
- Upgraded PLC Assignments for SCADA at Water Treatment Plant.
- Repaired phone lines at two locations.
- Two staff attended training boot camp.
- Setup Office 365 for final testing in IT.
- Completed Office 365 & Sharepoint migration for IT.
- Updated MDTs for Police and Fire.
- Assisted with Fire Department Assessment Center.
- Completed account migration for two lift stations to a new service provider.
- Administrative Assistant III and CSA II interviews and assessments.
- Completed Downtown Lights Up Drone flights.
- Fixed Getac in care video offloading issue.
- Completed HR Office moves.

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened	562	564	634	468	473	500	530	526	374	439	348		439	5418
Tickets Closed	447	615	612	436	528	571	490	547	384	388	306		484	5324
Open Tickets	473	422	444	476	421	350	390	369	359	410	452		418	

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG	TOTAL
Tickets Opened	551	656	595	618	448	578	641	533	495	532	457	414	555	6,518
Tickets Closed	524	684	560	680	425	632	705	502	447	529	427	529	556	6,644
Open Tickets	511	483	518	456	479	425	361	392	440	443	473	358	445	

INSPECTIONS

Nov 2021

Prepared By: Allen Anderson, Jr.

Date Prepared 12/02/21

The valuation of all permits issued for November totaled \$6,523,036. While Covid-19 is still a major concern for our local economy, development has taken an upward trend compared to the past several years.

All permit fees collected for the month totaled \$27,603. Of the permit fees collected for the month, \$3,450 was collected in technology fees. Plan review fees collected during the month totaled \$1,785. Business Registration fees collected totaled \$1,080.

The Inspectors did a total of 529 inspections for the month. During the month of November, five (5) business inspections were completed. A total of 262 permits were issued for the month. Ninety-three (93) plan reviews were completed for November.

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
All Permit Valu. \$ (M)	\$7.9	\$18.2	\$6	\$4.4	\$5.9	\$6.4	\$7.5	\$4.9	\$8.4	\$7.7	\$6.5		\$7.6
All Bldgs \$ (M)	\$6.8	\$16.3	\$2.5	\$1.1	\$4.8	\$3.9	\$4.3	\$3.7	\$5.7	\$5.3	\$4.7		\$5.4
Residential \$ (K)	\$1.2M	\$900	\$1.2M	\$250	\$1.1M	\$3.1M	\$1.4M	\$1.1M	\$480	\$2.5M	\$1.7M		\$1.3M
Misc \$ (M)	\$1	\$1.9	\$3.5	\$3.4	\$1.1	\$2.5	\$3.2	\$1.1	\$2.7	\$2.4	\$1.8		\$2.2
Permit Fee \$ (K)	\$26.6	\$32.5	\$57	\$34	\$21	\$38	\$29	\$26	\$36	\$45	\$28		\$33.9
Inspections	398	462	625	538	483	424	483	472	590	681	529		517
Permits Issued	215	295	359	296	254	308	324	267	311	332	262		293
Plan Reviews	48	94	71	68	45	51	59	50	45	45	93		61
2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Avg
All Permit Valu. \$ (M)	\$14	\$5.3	\$2.7	\$5.1	\$3.2	\$8.9	\$4.7	\$10.9	\$28.8	\$7.3	\$4.6	\$6.3	\$8.5
All Bldgs \$ (M)	\$11	\$2.3	\$1.4	\$3.8	\$1.9	\$7.0	\$3.1	\$9.1	\$27.1	\$1.7	\$2.9	\$3.5	\$6.2
Residential \$ (K)	\$2.6M	\$843	\$435	\$2.4M	\$858	\$834	\$575	\$1.6M	\$375	\$1.3	\$1.1	\$191	\$1.1
Misc \$ (M)	\$3	\$3	\$1.3	\$1.3	\$1.3	\$1.9	\$1.6	\$1.8	\$1.7	\$5.6	\$1.7	\$2.80	\$2.3
Permit Fee \$ (K)	\$45	\$48	\$29	\$38	\$33	\$53	\$32	\$47	\$45	\$37	\$30	\$30	\$39
Inspections	597	351	612	430	474	502	619	532	709	625	484	492	536
Permits Issued	271	249	257	229	251	273	268	277	294	238	230	227	255
Plan Reviews	17	43	41	45	50	46	36	48	63	31	24	30	40
Min Housing	134	136	157	157	157	157							
In Process													

PARAMOUNT & GEC
November 2021
Prepared by: Adam Twiss
Date Prepared: 12/13/2021

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

- **November capacity unrestricted; masks required.**
- **November activity included 26 rental/use days, including 8 public performances.**
- **November COVID-19 cancelled/rescheduled programming includes: 0 days, 0 public perfs.**
- **Repairs and Maintenance works in progress:**
Sound repairs (Foundation funded), awning replacement (Foundation split), Roof (quote TBD)

-----FINANCIAL-----

Expenses –\$47,860: Labor - \$27,635 / Operations – \$1,365 /Artist&Renter Payout – \$18,860
Revenues - \$46,585: Tickets -\$39,251 / Rentals- \$6,522/ Concession- \$812

	21-Jul	21-Aug	21-Sep	21-Oct	21-Nov	21-Dec	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	FY 22 Total	Average
Exp	\$53,123	\$32,009	\$38,135	\$55,769	\$47,860								\$226,896	\$45,379
Rev	\$2,881	\$11,843	\$11,014	\$14,718	\$46,585								\$87,041	\$17,408
Grants			\$76,235	\$145,036	\$110,636								\$331,907	
	20-Jul	20-Aug	20-Sep	20-Oct	20-Nov	20-Dec	21-Jan	21-Feb	21-Mar	21-Apr	21-May	21-Jun	FY 21 Total	Average
Exp	\$31,420	\$29,780	\$18,774	\$23,883	\$31,146	\$49,123	\$36,588	\$26,876	\$44,093	\$52,183	\$42,371	\$91,817	\$478,053	\$39,838
Rev	\$1,218	<\$633>	\$1,625	\$635	\$1,508	\$2,260	\$15,982	\$4,697	\$5,712	\$8,874	\$58,020	\$69,591	\$169,509	\$14,126

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

- **November capacity unrestricted; masks required.**
- **November activity included 7 event rental days, including 1 non-revenue City events.**
- **November COVID-19 cancelled or postponed include 4 event rental days.**
- **Repairs and Maintenance in progress or under consideration:**
Landscaping, tree-trimming, and front garden improvements. Parking lot lighting improvements.

-----FINANCIAL-----

Expenses – \$10,679: Labor - \$6,081 / Operational – \$4,598
Revenues – \$11,925: Rentals - \$7,107 / Amenities - \$985 / F&B – \$3,833
City Use – \$775 Value of Non-revenue City use of facility - \$775

	21-Jul	21-Aug	21-Sep	21-Oct	21-Nov	21-Dec	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	FY 22 Total	Average
Exp	\$4,602	\$10,442	\$8,520	\$15,505	\$10,679								\$49,748	\$9,950
Rev	\$0	\$5,673	\$6,192	\$9,203	\$11,925								\$32,993	\$6,599
City	\$2,400	\$0	\$2,205	\$4,550	\$775								\$9,930	\$1,986
	20-Jul	20-Aug	20-Sep	20-Oct	20-Nov	20-Dec	21-Jan	21-Feb	21-Mar	21-Apr	21-May	21-Jun	FY 21 Total	Average
Exp	\$12,499	\$13,295	\$16,383	\$7,931	\$6,727	\$14,807	\$8,153	\$11,245	\$13,874	\$7,339	\$9,469	\$14,556	\$136,278	\$11,356
Rev	\$0	<\$3,694>	\$541	\$6,894	\$6,122	\$12,067	<\$1,732>	\$4,695	\$5,778	\$3,737	\$5,168	\$3,765	\$43,941	\$3,662
City	\$0	\$0	\$0	\$0	\$1,925	\$850	\$0	\$0	\$775	\$775	\$750	\$1,250	\$6,325	\$527

-
- Goldsboro Golf Course hosted a Members Outing on November 2nd – **18 players**; 1st Sergeants Tournament on November 5th – **80 players**; hosted members from other golf courses that played with our members on November 6th – **47 players**; and Warriors Tournament on November 11th – **26 players**
 - The Annual Big Cat Kids Catfishing Tournament held at Goldsboro Golf Course on November 6th – **30 participants**
 - Bryan Multi-Sports Complex (MSCX) hosted the United States Youth Soccer (USYS) Girls State Cup from November 6 -7th – **48 teams**
 - Bryan MSCX hosted the Boys Lacrosse Tournament (Laxfest) from November 14 -15th – **48 teams**
 - Our 3rd Annual Ride the City bicycling event held on October 16th – **50 participants**
 - Goldsboro Golf Course hosted 412xms Tournament on November 19th – **45 players**; Goldsboro Golf Course's version of the "Ryder Cup" was held November 27 -28th – **24 players**; and Southeastern Seniors played on November 30th – **62 players**
 - Park Maintenance Staff continue to clean our park restrooms and the restrooms at the HUB daily
 - Park Maintenance Staff continue to tend to the landscaping on Center Street
 - Park Maintenance Staff have started the process of winterizing some of the restrooms located in our parks as the older restrooms were not built to be open during the winter months
 - 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

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park Rec Center													
Program Revenue	\$220	\$530	\$390	\$230	\$5,860	\$1,250	\$810	\$410	\$120	\$305	\$270		\$945
Rental Revenue	\$0	\$330	\$0	\$1,110	\$270	\$750	\$1,245	\$170	\$1,550	\$1,350	\$70		\$622
Facility Usage	152	193	287	187	294	405	455	172	249	358	259		274
Expenditures	\$3,487	\$1,054	\$1,538	\$405	\$384	\$1304	\$12,189	\$15,981	\$5,095	\$4,812	\$5,042		\$4,663
WA Foster Rec Center													
Program Revenue	\$185	\$190	\$535	\$195	\$250	\$2,110	\$825	\$140	\$120	\$85	\$50		\$426
Rental Revenue	\$450	\$0	\$285	\$690	\$2100	\$1,200	\$538	\$1193	\$1,110	\$750	\$3,100		\$1,045
Facility Usage	660	924	1304	1,378	1,475	1,478	1,793	867	1043	983	1,171		1,189
Expenditures	\$4,429	\$2,992	\$4,610	\$8,413	\$3,586	\$7,447	\$20,580	\$25,305	\$14,427	\$19,173	\$16,232		\$11,563
T. C. Coley Community Center													
Rental Revenue	\$578	\$450	\$450	\$585	\$578	\$578	\$607	\$578	\$578	\$705	\$548		\$567
Expenses	\$4,797	\$1416	\$0	\$1,848	\$0	\$0	\$0	\$4041	\$0	\$0	\$0		\$1,100
Specialized Recreation													
Program Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42		\$0
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Facility Usage	0	73	92	0	5	31	\$34	18	103	178	114		59
Expenditures	\$1,048	\$737	\$1,049	\$0	\$0	\$0	\$461	\$288	\$2945	\$5,523	\$5,857		\$1,622
Senior Programs & Pools													
Program Revenue	\$140	\$140	\$140	\$140	\$897	\$4,707	\$7,690	\$2284	\$140	\$1,168	\$140		\$1,599
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$0	\$0	\$0	\$0		\$27
Facility Usage	200	371	310	720	608	2,245	1,176	1,251	448	525	268		739
Expenditures	\$1,591	\$2435	\$1,048	\$1,642	\$6,203	\$13,483	\$22,041	\$17,647	\$7,327	\$762	\$854		\$6,821
Athletics, Field & Picnic Shelters, BMSC													
Program Revenue	\$1,550	\$10,200	\$14,891	\$3,760	\$7,185	\$4,880	\$9,056	\$13,708	\$1,755	\$2,860	\$21,090		\$8,267
Field / Shelter Rental \$	\$400	\$200	\$1,675	\$450	\$1,555	\$480	\$1,305	\$0	0	\$750	\$650		\$617
Facility Usage	8,612	13,825	15,500	14,339	29,339	15,533	8,476	7,525	11,253	43,298	30,123		17,984
Expenditures	\$6,866	\$9,515	\$11,471	\$28,210	\$33,191	\$33,230	\$23,614	\$24,926	\$17,977	\$72,084	\$21,726		\$25,710
Golf Course													
Revenues	\$36,583	\$9,209	\$53,613	\$66,926	\$72,876	\$54,559	\$61,379	\$59,850	\$66,788	\$62,129	\$34,965		\$52,625
Expenditures	\$32,349	\$35,969	\$36,825	\$40,143	\$54,594	\$67,883	\$32,255	\$48,088	\$50,243	\$38,778	\$38,890		\$43,274
Rounds of Golf	486	596	1,714	2,120	2,641	2,421	2,556	2,819	2,097	2,232	2,087		1,979
Net	\$4.235	-26,760	\$16,788	\$26,782	\$18,282	-13,325	\$29,124	\$11,762	\$16,545	\$23,351	-3,925		\$14,216
Special Events													
Sponsorships / Revenue	\$0	\$0	\$0	\$0	\$0	\$2,666	\$979	\$170	\$0	\$475	\$0		\$390
Participation	0	0	434	0	0	153	0	44	0	50	30		65
Expenditures	\$0	0	\$171	\$110	\$110	\$1,980	\$1,538	\$110	\$110	\$1,630	\$110		\$534
TOTAL REVENUE	\$40,106	\$21,249	\$71,979	\$74,086	\$91,571	\$73,260	\$84,734	\$78,503	\$72,161	\$69,902	\$60,925		\$67,134
TOTAL EXPENSES	\$54,567	\$54,118	\$56,712	\$80,77,	\$98,069	\$125,327	\$112,612	\$136,276	\$98,014	\$142,762	\$88,711		\$95,287
TOTAL REVENUE FOR THE YEAR													\$738,475
TOTAL EXPENSES FOR THE YEAR													\$1,048,159

**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 with the exception of our Golf Course. All of these costs are included for our Golf Course Expenditures.

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park Rec Center													
Program Revenue	\$2,361	\$3,933	\$336	\$0	\$0	\$0	\$20	\$0	\$20	\$275	\$80	\$20	\$587
Rental Revenue	\$260	\$1,225	\$1,240	\$0	\$0	\$0	\$0	\$0	0	\$235	\$0	\$137	\$258
Facility Usage	418	1,082	267	0	0	0	0	0	36	97	42	69	168
Expenditures	\$4,257	\$5,205	\$2,542	\$2,270	\$1,388	\$641	\$188	\$910	\$2,608	\$2,593	\$614	\$1,459	\$2,056
WA Foster Rec Center													
Program Revenue	\$10	\$5	\$15	\$0	\$0	\$0	\$0	\$0	\$70	\$195	\$290	\$275	\$72
Rental Revenue	\$975	\$1,563	\$900	\$0	\$0	\$0	\$0	\$0	\$1,260	\$3,048	\$113	\$0	\$655
Facility Usage	4,050	3,604	605	0	0	0	0	0	30	150	549	737	810
Expenditures	\$10,396	\$8,788	\$5,335	\$2,833	\$3,216	\$3,732	\$2,980	\$1,749	\$2,781	\$5,069	\$2677	\$3,650	\$4,434
Specialized Recreation													
Program Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$460	\$0	\$0	\$38
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
Facility Usage	354	339	197	0	0	0	0	0	0	126	22	10	87
Expenditures	\$2,020	\$2,164	\$1,173	\$40	\$226	\$58	\$0	\$165	\$300	\$694	\$393	\$88	\$610
Senior Programs & Pools													
Program Revenue	\$280	\$201	\$157	\$0	\$0	\$3,469	\$5,425	\$1,859	\$352	\$140	\$846	\$140	\$1,072
Rental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Usage	1,144	1,532	674	0	33	1,107	2,772	1,398	205	104	184	137	774
Expenditures	\$2,223	\$2,380	\$7,343	\$4,686	\$1,961	\$12,588	\$21,173	\$12,077	\$6,149	\$1596	\$1683	\$450	\$6,712
Athletics, Field & Picnic Shelters, BMSC													
Program Revenue	\$3,262	\$5,000	\$5,080	\$0	\$0	\$2,420	\$1,725	\$195	\$1,200	\$400	\$3,788	\$440	\$1,959
Field / Shelter Rental \$	\$700	\$5,010	\$1,200	\$0	\$0	\$0	\$0	\$0	0	\$750	\$0	\$0	\$638
Facility Usage	12,865	17,845	6,585	300	644	1,522	3,425	3,724	5,130	9,781	20,274	5,839	7,328
Expenditures	\$6,663	\$14,564	\$11,999	\$13,607	\$38,561	\$7,269	\$13,661	\$9,689	\$7,792	\$9,321	\$7,725	\$8,110	\$12,413
Golf Course													
Revenues	\$42,254	\$16,420	\$48,796	\$55,207	\$61,268	\$50,249	\$71,304	\$46,781	\$61,011	\$59,039	\$46,994	\$24,172	\$48,625
Expenditures	\$44,862	\$23,671	\$55,861	\$43,212	\$42,815	\$165,446	\$32,993	\$43,191	\$41,328	\$33,101	\$45,288	\$43,392	\$51,263
Rounds of Golf	973	557	1,421	1,805	2,227	2,158	2,137	1,867	1,930	1,871	1,542	922	1,618
Net	-\$2,608	-\$7,251	-\$7,065	\$11,995	\$18,454	-\$115,197	\$38,311	\$3,589	\$19,683	\$25,938	\$1,706	\$19,220	-\$2,639
Special Events													
Sponsorships / Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$210	\$0	\$40
Participation	0	0	130	0	0	0	0	0	0	175	32	3,489	319
Expenditures	\$332	\$0	\$292	\$34	\$0	\$288	\$110	\$0	\$0	\$2,132	\$1,204	\$1,095	\$457
TOTAL REVENUE	\$50,102	\$33,357	\$57,724	\$55,207	\$61,268	\$56,138	\$78,474	\$48,835	\$63,913	\$64,842	\$52,291	\$25,184	\$53,945
TOTAL REVENUE FOR THE YEAR	\$647,335												

PLANNING

November 2021

Prepared By: Rachael Smith

Date Prepared: December 13, 2021

During the month of November the Planning staff reviewed and signed off on all commercial and residential building and sign permits. Staff continues to prepare for upcoming meetings and has overseen contracted projects for the ADA Transition Plan, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. Staff is in the process for compliance with the NCGS Legislative 160D updates, including updating all copies online and in-office. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. Code Enforcement issues \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City. During the month of November (5) tickets were issued

Parked in Wrong Direction	3
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	2
Other (Bus Loading Zone, Crosswalk, Sidewalk, Alley)	0

2021

2021	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Dept.														
Staff Level	*Adoption of 160D has allowed all Site Plans & Subdivisions to be reviewed at staff level no longer needing Planning/City Council review. Monthly report updated to reflect current process.													
Site Plans							0	4	4	1	0		9	1
Subdivision							6	3	2	0	0		11	1
Planning/City Council														
Rezoning	0	0	3	0	1	3	4	0	2	0	2		15	1
Special Use	*Adoption of 160D changed Conditional Use permits to Special Use permits. These were not previously reported. Monthly report updated to reflect current process.						2	1	0	3	3		9	1
Historic District Commission														
Commission Review	0	0	1	0	0	0	0	0	0	0	0		1	0
Staff Review	1	0	0	1	0	2	1	0	1	0	3		9	1
Code Enforcement														
Grass Cutting # Lots	0	0	1	36	68	43	33	58	37	35	19		330	41
Grass Cutting Payments	\$0.00	\$0.00	\$175.00	\$1,420.00	\$2,430	\$2,190	\$1,740	\$3,025	\$1,965	\$1,770	\$955		\$15,670	\$1,959
Tagged Vehicles	25	15	12	21	23	25	11	24	15	1	0		172	14
Illegal Signs Removed	52	77	380	36	30	174	147	155	189	222	192		1654	138
Bags of Litter Picked Up	210	186	231	232	204	206	253	212	261	239	244		2478	207

2020

2020	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Site/Subdivision Plans														
Planning Commission	2	4	2	3	2	1	3	3	2	1	7	3	33	3
Staff Level	0	2	1	1	1	2	2	1	2	3	3	3	21	2
Rezoning	2	1	1	0	0	1	0	0	2	3	2	1	13	1
Historic District Commission														
Commission Review	1	1	0	0	1	0	1	1	1	1	1	1	9	1
Staff Review	1	0	1	2	2	1	0	2	2	2	1	2	16	1
Code Enforcement														
Grass Cutting # Lots	0	0	0	36	53	28	82	119	53	124	35	0	530	66
Grass Cutting Payments	0	0	0	\$2,115	\$3,025	\$2,205	\$4,025	\$6,850	\$2,870	\$5,340	\$1,905	\$ -	\$28,335	\$3,542
Junk Vehicles	0	7	2	2	27	0	0	0	2	3	10	16	69	6
Tagged Vehicles	0	43	7	47	2	5	25	50	26	21	25	25	276	23
Illegal Signs Removed	0	0	143	67	13	38	80	900	24	44	247	166	1722	144
Bags of Litter Picked Up	292	2438	261	187	224	197	211	250	737	419	209	328	5753	479

GOLDSBORO POLICE DEPARTMENT

November 2021

Prepared By: Michael D. West

Date Prepared: December 7, 2021

Total Part I Crime (Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny, Motor Vehicle Theft, and Arson) for November 2021 were 133, compared to 167 for November 2020.

Property with an estimated value of \$887,555 was reported stolen, while property with an estimated value of \$92,025 was recovered.

Officers arrested 96 people and issued 347 citations during the month. There were 40 drug-related charges.

There was 4 report(s) of assault(s) on officer(s).

Revenue collected for November 2021 included:

Police Reports	\$ 238.00
Fingerprints	\$ 60.00
Special Events	\$ 50.00
Total	\$ 348.00

PART I CRIME COMPARISON & TREND														
2021	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	1	0	0	0	1	1	0	1	1	1	0		6	0.5
Rape	3	0	1	2	1	0	1	0	0	2	1		11	1.0
Robbery	7	3	2	1	8	3	5	4	1	5	0		39	3.5
Aggravated Assault	10	11	10	24	12	13	15	18	16	9	18		156	14.2
Breaking & Entering	26	19	18	30	25	34	21	23	15	12	16		239	21.7
Larceny	88	70	87	83	114	90	90	116	99	96	92		1025	93.2
Motor Vehicle Theft	8	9	5	7	11	10	7	7	12	7	6		89	8.1
Arson	0	0	1	0	0	0	1	0	0	1	0		3	0.3
TOTALS	143	112	124	147	172	151	140	169	144	133	133		1568	142.5
2020	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	0	0	0	0	0	0	0	1	0	1	0	0	2	0.2
Rape	1	1	0	1	0	0	5	0	0	3	1	1	13	1.1
Robbery	5	7	2	0	4	6	4	5	1	4	1	7	46	3.8
Aggravated Assault	11	12	14	9	9	19	25	20	28	23	15	13	198	16.5
Breaking & Entering	29	27	21	23	18	27	30	36	25	25	38	39	338	28.2
Larceny	112	122	113	97	79	104	108	136	94	113	105	108	1291	107.6
Motor Vehicle Theft	9	8	7	6	6	11	6	10	7	5	7	6	88	7.3
Arson	0	0	0	0	0	1	0	1	0	0	0	1	3	0.3
TOTALS	166	177	157	136	116	168	178	209	155	174	167	175	1979	165

PUBLIC UTILITIES DEPARTMENT

November

Prepared By: Robert Sherman

Date Prepared: December 13, 2021

Water Treatment Plant

- The Water Treatment Plant operations are proceeding smoothly.
 - The EPA signed the Lead and Copper Rule revisions on June 10, 2021. The effective date is set for December 16, 2021. Mandatory increases to sampling, education, inventory, and service line replacement are of note. More resources are needed to meet these requirements, which have been cut from recent budget requests.
 - Divers have completed the cleaning of the Intake Structure Screen and the wet well to the Intake Pump Station
 - WTP is fully staffed and all are certified.

Water Reclamation Facility

- The Water Reclamation Facility (WRF) operations have been demanding. In 2021, the plant is operating at 83% capacity. The average daily flows for November were 6.52-MGD.
 - All of the city's 26 pump stations are operating well, with the exception of the 117, Little Cherry, and New Hope pump station bar screens, impacts from high flows, and Big Cherry's generator is only able to run in manual and parts are ordered.
 - Remote communication with the obsolete telemetry system continues to be prepared for an upgrade. Failed telemetry radios have delayed emergency response, but no violations have occurred during each event. Monies were approved with ARP funds to repair.
 - One uncertified operator is working towards certification.

Compost Facility

- Four-hundred and seven-two cubic yards of compost and mulch were sold in November 2021.

Historical data for water and sewer volumes are in million gallons per day (MGD) and are average daily flows for each month. The results for October are estimated, due to all the results are not in for the month.

2021 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	5.878	6.348	6.000	5.996	6.619	6.066	6.149	5.872	5.854	5.660	5.70		6.013
Sewer**	16.73	19.28	14.68	10.97	8.61	12.99	12.74	12.44	7.98	7.00	6.52		11.81
Compost	297	109	733	1406	902	529	286	133	283	76	472		449

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

2020 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.032	6.201	6.318	6.117	6.639	6.779	7.033	6.529	6.564	6.368	6.109	5.953	6.386
Sewer**	9.71	13.45	9.95	8.60	10.11	12.33	10.36	12.83	10.00	9.84	13.87	12.87	11.16
Compost	283	950	824	914	727	570	237	389	286	830	428	329	563

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

Public Works Department

November 2021

Prepared by: Chad Edge

Date Prepared: 09 December 2021

Monthly Highlights

Buildings & Grounds: Multiple electrical, plumbing, structural, etc. repairs Citywide—Focused on vegetation management along both semi circles along Ash Street; Completed installation of Christmas lights within downtown in preparation of Lights Up event.

Distribution & Collections: Call duty responded to 24 after hour calls—total of 34.25 hours; Completed 104 work orders total.

Streets & Stormwater: Call duty responded to two after hour calls- total of 2 hours; Six (6) Streets/Stormwater staff attended the NC LTAP Basic workzone training course at NC State University.

Departments		2021												AVG	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Distribution & Collections	Utility Line Maint (1000-ft)	4.5	11.4	2.3	14.9	5.4	13.1	4.5	7.2	2.3	12.3	9		7.9	
	Lines Camera'd (1000-ft)	8.6	6.6	3.6	2.3	3.1	2.0	1.0	2.4	15.1	1.0	1.0		4.2	
	Water Repairs	17	27	22	22	21	17	20	24	26	37	35		24.4	
	Sewer Repairs	18	11	13	27	14	13	17	18	18	21	9		16.3	
	Hydrants Replaced/Fixed	9	4	6	8	4	3	1	2	6	2	3		4.4	
	Meter Install/Changed	18	14	12	28	34	27	18	26	22	18	16		21.2	
Bldg & Grounds	Radio, Electrical, Bldg	52	45	44	42	40	41	46	47	35	52	46		44.5	
	Sign Repairs	14	Signing responsibilities transferred to Engineering Department												14.0
	ROW Mowing (ac)	0	0	60	127	95	86.1	98.2	98	144	77.8	43.6		75.4	
	City-Owned Lots Mowing (ac)	0	10	41	94.6	85.4	149.6	126.5	122.9	121	56.2	0		73.4	
Garage	Total Work Orders	294	288	286	263	243	248	310	280	198	257	224		262.8	
	Total Fuel Cost (x1000)	\$ 48	\$ 50	\$ 56	\$ 51	\$ 40	\$ 53	\$ 65	\$ 59	\$ 52	\$ 50	\$ 49		52.1	
Solid Waste	Refuse (x1000 tons)	0.9	0.9	1.1	1.1	0.9	1.2	1.1	1.2	1.0	1.0	1.0		1.035	
	Recyclables (tons)	97	82	89	94	81	97	58	38	12	7	20		61.4	
	Leaf-n-Limbs (x1000 tons)	0.5	0.5	0.7	0.7	0.6	0.8	0.6	0.6	0.5	0.6	0.5		0.605	
Cemetery Funerals		11	1	8	4	7	4	6	5	5	7	2		5.5	
Street & Storm	Utility Cut Repairs	0	5	30	31	26	19	6	8	11	10	6		13.8	
	Pot Hole Repairs	83	65	39	65	18	34	57	39	23	45	30		45.3	
	Streets Swept (miles)	175	81	120.8	178	117	135	137	125	101.8	76.6	92.9		121.8	
	Pipe&Open Ditch Maint(1000-ft)	17.33	0.84	2.16	0.00	1.44	3.05	0.00	0.82	0.00	0.20	0.46		2.390	
	Ditch mowing (1000-ft)	14.00	0.48	0.00	0.28	12.82	14.02	0.18	1.17	9.45	7.25	0.00		5.422	
	Storm Pipe Repairs	1	3	2	4	5	6	9	2	2	3	3		3.6	
2020															
Distribution & Collections	Utility Line Maint (1000-ft)	22.3	12.2	35.4	17.3	3.4	18.9	18.5	25.8	9.1	37.8	11.8	12.9	18.8	
	Lines Camera'd (1000-ft)	5.8	5.2	7.6	5.1	12.6	7.6	11.8	10.8	11.0	12.5	4.7	4.2	8.2	
	Water Repairs	27	22	27	19	9	16	30	24	20	26	15	26	21.8	
	Sewer Repairs	12	10	29	19	12	9	17	5	16	19	5	7	13.3	
	Hydrants Replaced/Fixed	9	9	2	3	2	9	3	8	9	6	4	44	9.0	
	Meter Install/Changed	34	36	33	22	30	42	33	17	21	13	17	18	26.3	
Bldg & Grounds	Radio, Electrical, Bldg	42	23	54	50	49	58	69	63	62	47	37	51	50.4	
	Sign Repairs	78	56	54	23	24	24	51	48	53	56	31	46	45.3	
	ROW Mowing (ac)	0	0	44	73	101.6	98	149	135	115	52	32.5	0	66.7	
	City-Owned Lots Mowing (ac)	0	0	50	92	89	88	110	64	70	89	12	0	55.3	
Garage	Total Work Orders	228	357	209	296	245	277	292	288	285	247	280	251	271.3	
	Total Fuel Cost (x1000)	\$ 46	\$ 67	\$ 52	\$ 60	\$ 52	\$ 56	\$ 70	\$ 53	\$ 64	\$ 52	\$ 52	\$ 50	56.2	
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.9	1.0	1.0	1.1	1.1	1.1	1.0	1.0	1.0	1.1	1.0	
	Recyclables (tons)	103	79	93	88	88	88	117	18	62	107	66	115.18	85.3	
	Leaf-n-Limbs (x1000 tons)	0.4	0.7	0.1	0.9	0.9	0.7	0.8	0.7	0.6	0.8	0.7	1.1	0.7	
Cemetery Funerals		5	3	9	4	2	6	5	5	6	6	9	10	5.8	
Street & Storm	Utility Cut Repairs	0	0	18	29	10	24	26	26	34	15	10	0	16.0	
	Pot Hole Repairs	49	83	30	28	35	50	64	30	17	39	41	75	45.1	
	Streets Swept (miles)	48	112.3	66.2	128	123.1	142.7	145.7	138.3	68.2	93	123.1	137	110.5	
	Pipe&Open Ditch Maint(1000-ft)	0.08	0.50	0.05	1.73	2.07	6.96	0.70	4.71	0.15	0.08	0.01	0.24	1.4	
	Ditch mowing (1000-ft)	0.00	0.00	0.00	2.51	1.17	12.27	6.12	11.30	1.52	2.28	9.30	0.00	3.9	
	Storm Pipe Repairs	1	7	5	5	5	4	5	5	5	3	8	3	4.7	

- Inquiries were fulfilled for the month of November by the TTO-1061 e-inquiries.
- Total hotel revenue generated in was \$2,112,236, which is up 24.6% YOY. November revenue not yet released.
- For the month, TTO Facebook page had 61 page likes and 63 new follows. Instagram page had 65 new followers.
- T&T guided a social media influencer around Goldsboro-Wayne County for a social media spotlight on the area. The influencer can be found at @Linda.Carol.S on Instagram with over 10.1k followers.
- North Carolina Laxfest Girls and Boys Sessions took place Oct. 23 + 24 and Nov. 13 + 14 at the Bryan Multi-Sports Complex 96 total teams attended with a total population size of around 6,800 people. The estimated combined economic impact generated from the two sessions is \$928,800, and generated more than \$70,500 of local taxes.
- The Downtown and Goldsborough Bridge Battlefield Ghost Tours ended for the season on Nov. 20 with overall total sales at \$3,270.00.

City Occupancy Tax Collections

*November occupancy tax information not yet released.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2021-22	\$77,369	\$89,826	\$83,501	\$62,587	\$81,019	\$ \$103,416	\$	\$	\$	\$	\$	\$	\$394,302	\$78,860
2020-21	\$63,053	\$79,612	\$70,672	\$86,804	\$58,755		\$65,157	\$54,670	\$61,336	\$94,544	\$75,710	\$93,168	\$906,897	\$75,575



RESOLUTION NO. 2021-84

**RESOLUTION EXPRESSING APPRECIATION
FOR SERVICES RENDERED BY GUY ANDERSON
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 13 YEARS**

WHEREAS, Guy “Marty” Anderson retires on January 1, 2022 as a City Engineer with the Engineering Department of the City of Goldsboro with more than 13 years of service; and

WHEREAS, Marty began his career on January 2, 2008 as a Civil Engineer with the Engineering Department; and

WHEREAS, on July 2, 2008, Marty was promoted to City Engineer with the Engineering Department; and

WHEREAS, on September 4, 2012, Marty took a leave of absence to serve his country in the United States Military; and

WHEREAS, on May 15, 2013, Marty returned from military leave to the position of City Engineer with the Engineering Department where he has served until his retirement; and

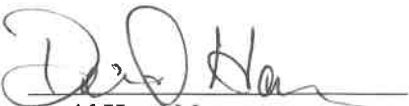
WHEREAS, Marty has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

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

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

1. We express to Marty our very best wishes for success, happiness, prosperity and good health in his future endeavors.
2. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 20th day of December, 2021.




David Ham, Mayor