GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, DECEMBER 21, 2020

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

NC Gov. Cooper’s Executive Order 176 restricts mass gatherings due to COVID-19; therefore, public attendance of the Work Session and Council Meeting is restricted to those who are on the agenda or who would like to speak during the Public Hearing. If you are speaking at the meeting, please enter the City Hall Addition front entrance and maintain social distance while waiting to enter the Large Conference Room one at a time. The meeting will be streamed live on the City’s Facebook and YouTube pages at https://www.goldsboronc.gov/mayor-of-goldsboro/city-council-minutes/ and broadcast on the Downtown Center Street speakers.

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

ADOPTION OF THE AGENDA

OLD BUSINESS
   a. FY 18-19 Audit Update (City Manager)
   b. Council Vacancy Discussion (Mayor)

NEW BUSINESS
   c. Mayor Pro Tem Discussion (Mayor)
   d. Council Committees Discussion (Mayor)
   e. Staff Reorganization Discussion (City Manager)

II. CALL TO ORDER – 7:00 P.M. – CITY HALL ADDITION, 200 N. CENTER ST., ROOM 206
Invocation (Bishop Alton A. Smith, St. Mark Church of Christ, Disciples of Christ)
Pledge of Allegiance

III. ROLL CALL

IV. PRESENTATIONS
   A. Resolution Expressing Appreciation for Services Rendered by Columbus Taylor Jr. as an Employee of the City of Goldsboro for More Than 37 Years
   B. Resolution Expressing Appreciation for Services Rendered by Stasia Fields as an Employee of the City of Goldsboro for More Than 33 Years
   C. Resolution Expressing Appreciation for Services Rendered by Jon Gillis as an Employee of the City of Goldsboro for More Than 32 Years
   D. Supervisor and Employee of the Year Recognition

V. PUBLIC HEARINGS (*Motion/Second)
**When a public body conducts a public hearing at a remote meeting that falls under G.S. 166A-19.24, it is required that they allow for written comments on the subject of the public hearing to be submitted up to 24 hours after the public hearing before taking action thereon.
   E. Z-11-20 – Three J’s Inc. - South side of Eleventh Street between Wendell Street and Norwood Avenue (Planning)
   F. CU-7-20 Personal Storage, LLC. (Outside Storage w/Used Automobile Sales) (Planning)
   G. CU-8-20 Salem Leasing Corp.-Southwest corner of US Highway 117 South and Vann Street (Amendment of existing Conditional Use Permit) (Planning)

PLANNING COMMISSION EXCUSED
VI. CONSENT AGENDA ITEMS (*Motion/Second--Roll Call)
H. Contract Award for Design Services for the Concourse Roof Addition at the GWTA Transfer Center (Downtown)
I. Approval of Amended Lease for Multi Sports Complex (Parks and Recreation)
J. Advisory Board and Commission Appointments (City Clerk)
K. Departmental Monthly Reports

VII. ITEMS REQUIRING INDIVIDUAL ACTION (*Motion/Second)
L. Z-10-20 – Wayne Oil Company, Inc. - Northwest corner of Wayne Memorial Drive and Fourth Street (Neighborhood Business to General Business Conditional District) (Planning)
M. S-8-20 – Wayne Oil Company, Inc. (Preliminary Subdivision Plat- 2 Lot Final) - Northwest corner of Wayne Memorial Drive and Fourth Street (Planning)

VIII. CITY MANAGER’S REPORT

IX. MAYOR AND COUNCILMEMBERS’ REPORTS AND RECOMMENDATIONS
N. Resolution Expressing Appreciation for Services Rendered By Dwayne Dean as an Employee of the City of Goldsboro for More Than 29 Years

X. CLOSED SESSION

XI. ADJOURN
City of Goldsboro
P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2020-82

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY COLUMBUS TAYLOR JR. AS AN EMPLOYEE OF THE CITY OF GOLDSBoro FOR MORE THAN 37 YEARS

WHEREAS, Columbus Taylor retires on January 1, 2021 as a Collections Supervisor in the Maintenance Division with the Public Works Department of the City of Goldsboro with more than 37 years of service; and

WHEREAS, Columbus began his career on October 17, 1983 as an Equipment Operator II with the Sanitation Division at the Public Works Department; and

WHEREAS, On July 4, 1988, Columbus was promoted to Equipment Operator III with the Maintenance Division at the Public Works Department; and

WHEREAS, On July 1, 2016, Columbus was promoted to Collections Supervisor with the Maintenance Division at the Public Works Department where he has served until his retirement; and

WHEREAS, Columbus 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 Columbus Taylor 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 Columbus 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 21st day of December, 2020.

Chuck Allen
Mayor
RESOLUTION NO. 2020-82

RESOLUTION EXPRESSING APPRECIATION
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AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
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____________________
Mayor

Attested by:

____________________
City Clerk
RESOLUTION NO. 2020-83

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY STASIA FIELDS AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 33 YEARS

WHEREAS, Stasia Fields retires on January 1, 2021 as a Recreation Superintendent with the Parks and Recreation Department of the City of Goldsboro with more than 33 years of service; and

WHEREAS, Stasia began her career on August 5, 1987 as a Special Populations Leader with the Parks and Recreation Department; and

WHEREAS, On July 17, 1996, Stasia was promoted to Recreation Supervisor with the Parks and Recreation Department; and

WHEREAS, On January 1, 2016, Stasia was promoted to Special Populations Supervisor with the Parks and Recreation Department; and

WHEREAS, On July 1, 2016, Stasia’s position was changed to Recreation Superintendent where she has served until her retirement; and

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

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

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

1. We express to Stasia our very best wishes for success, happiness, prosperity and good health in her future endeavors.

2. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 21st day of December, 2020.

Chuck Allen
Mayor
RESOLUTION NO. 2020-83

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AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
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____________________________
Mayor

Attested by:

_________________________
City Clerk
RESOLUTION NO. 2020-84

RESOLUTION EXPRESSING APPRECIATION
FOR SERVICES RENDERED BY JON GILLIS
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 32 YEARS

WHEREAS, Jon Gillis retires on January 1, 2021 as a Fire Captain with the Goldsboro Fire Department of the City of Goldsboro with more than 32 years of service; and

WHEREAS, Jon began his career on April 6, 1988 as a Police Officer with the Goldsboro Police Department; and

WHEREAS, On May 31, 1989, Jon was transferred to Firefighter with the Goldsboro Fire Department; and

WHEREAS, On April 27, 1994, Jon was promoted to Driver with the Goldsboro Fire Department; and

WHEREAS, On February 12, 1997, Jon was promoted to Lieutenant with the Goldsboro Fire Department; and

WHEREAS, On July 1, 2016, Jon’s position was reclassified as Captain with the Goldsboro Fire Department where he has served until his retirement; and

WHEREAS, Jon 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 Jon Gillis 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 Jon 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 21st day of December, 2020.

[Signature]
Chuck Allen
Mayor
RESOLUTION NO. 2020-84

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AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
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WHEREAS, On July 1, 2016, Jon’s position was reclassified as Captain with the Goldsboro Fire Department where he has served until his retirement; and

WHEREAS, Jon 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

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______________________
Mayor

Attested by:

_____________________
City Clerk
CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 21, 2020 COUNCIL MEETING

SUBJECT:
PUBLIC HEARING
Z-11-20 – Three J’s Inc. - South side of Eleventh Street between Wendell Street and Norwood Avenue.

BACKGROUND:
The applicant requests to rezone subject property from Highway Business (HB) to General Business Conditional District (GBCD) in order to limit the use of the property to a commercial multi-tenant facility to include used automobile sales, a body and paint shop, automobile rentals and one additional flex space for future lease.

Used automobile sales and a body and paint shop require a Conditional Use Permit in the General Business (GB) zoning district. As such, the applicant is requesting conditional use permits for each proposed use should conditional zoning be approved for the site. Separate site plan approval is required in accordance with the City’s Unified Development Ordinance.

Frontage: 849.34 ft. Lincoln Mercury Dr. (Private Road)
Area: 320,923 sq. ft., or 7.36 acres
Zone: Highway Business (HB)

Surrounding Zoning:
North: Office and Institutional (O&I-1);
East: Highway Business (HB), Residential (R-16); and
West: Highway Business (HB)

Existing Use: The subject property formerly operated as the Deacon Jones Ford Lincoln-Mercury Dealership until the car dealership was relocated to the new auto mall on Hwy. 70 East. and N. Oak Forest Road.

Comprehensive Plan Recommendation: The City’s Comprehensive Land Use Plan recommends the property for commercial use.

DISCUSSION:
The submitted site plan indicates an existing 31,236 sq. ft. commercial building proposed for use as a multi-tenant facility. Approximately 22,313 is proposed for automotive repair, service and inspection to include paint and bodywork, 1,492 sq. ft. for automobile rentals,
1,483 sq. ft. as a used automobile sales dealership and 2,602 sq. ft. as available flex space for lease.

Two (2) concrete pads (770 sq. ft. and 1,600 sq. ft.) with canopies are proposed at the rear of the automotive repair, service and inspection facility for a wash bay area and two paint booths associated with automotive bodywork.

In addition, a 6 ft. in height chain-link security fence will provide an opaque screening buffer for outdoor storage associated with the automotive repair, service and inspection operation.

**Access:** The site is served by two existing driveways cuts along a private road known as Lincoln Mercury Drive and one existing 60 ft. wide driveway cut off Eleventh Street between Wendell Street and Norwood Avenue.

**Parking:** Parking for automobile inspection, repair and service requires 1 space per working bay plus 1 space per employee. A total of 11 working bays and 14 employees are required for a total of 24 parking spaces.

**Days/Hours of Operation:** Monday - Friday

8:00 am - 6:00 pm

Parking for automobile rent and lease requires 1 space per employee plus 3 customer spaces plus 1 space per vehicle stored on site. A total of 2 employees plus 3 customer spaces plus 20 rental vehicles stored on site are required for a total of 25 vehicles.

**Days/Hours of Operation:** Monday - Sunday

8:00 am - 7:00 pm

Parking for used automobile sales requires 1 space per employee and 5 customer spaces and parking for an office requires 1 space per 350 sq. ft. of gross floor area.

**Days/Hours of Operation:** Monday - Saturday

(TBD)

The submitted site plan indicates an existing parking lot for the former new car dealership. Sufficient paved vehicular surfaces are available for each proposed use. City staff is working with the site
engineer to delineate required parking spaces for each proposed use in accordance with the City’s off-street parking standards.

**Landscaping:** Street trees and vehicular surface area plantings are required for the site, however, there are no plantings indicated on the submitted site plan. Staff is working with the applicant to meet the intentions of the ordinance regarding street trees. A modification will be necessary for the required vehicular surface area plantings due to existing conditions.

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

**RECOMMENDATION:** No action necessary. The Planning Commission will have a recommendation for the Council’s meeting on January 4, 2021.

Date: 12/14/20

Planning Director

Date: 12/15/20

City Manager
Z-11-20 THE THREE J's INC.
REZONING REQUEST: FROM HIGHWAY BUSINESS (HB) TO GENERAL BUSINESS CONDITIONAL DISTRICT (GB CD)

REZONING REQUEST:
CASE NO: Z-11-20
OWNER: THE THREE J's INC.
APPLICANT: SAME
REQUEST: FROM HIGHWAY BUSINESS (HB) TO GENERAL BUSINESS CONDITIONAL DISTRICT (GB CD)
PIN #: 3600-71-0247
LOCATION: 1014 ELEVENTH STREET

The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.
Z-11-20 THE THREE J's INC.
REZONING REQUEST: FROM HIGHWAY BUSINESS (HB) TO GENERAL BUSINESS CONDITIONAL DISTRICT (GB CD)

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CASE NO: Z-11-20
OWNER: THE THREE J's INC.
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SUBJECT: PUBLIC HEARING
CU-7-20 Personal Storage, LLC. (Outside Storage w/Used Automobile Sales)

BACKGROUND: Subject property is located along the west side of S. US 117 Hwy. (NCSR No. 1249) between W. Ash Street Ext. and W. US 70 Hwy.

Area: 207,875 sq. ft. or 4.72 acres
Zoning: General Business (GB)

Currently, the property operates as a self-storage (mini-storage) operation formally known as Personal Storage Mini Warehouse Facility. The site has operated as a mini-storage facility since 1980.

Now, the owner proposes to maximize the use of the property by providing outside storage space for rent or lease. In conjunction with the request, the owner desires to operate a used car dealership and a U-Haul truck rental dealership upon the property. Outdoor storage and used automobile sales require a Conditional Use Permit approved by City Council. Separate site plan approval is also required.

DISCUSSION: The applicant has submitted a site plan that indicates seven (7) existing commercial storage buildings used for approximately 40,000 sq. ft. of storage. Currently, there are 230 personal and commercial storage spaces that are available for rent or lease.

An area has been proposed north of the principle office/storage building for the outdoor storage of recreational vehicles, campers, boats and vehicle storage. This storage area will consist of approximately 60,000 sq. ft. or 1.34 acres and be surrounded by a 6 ft. in height chain link security fence with vinyl slats. The applicant is proposing gravel vehicular surface areas in lieu of required pavement for the outdoor storage area due to existing site conditions associated with the mini-storage operation. A modification will be necessary.
In addition to the outside storage area, the applicant intends to operate a U-Haul truck/trailer rental dealership upon the property. The site plan shows a U-Haul truck/trailer display area fronting the W. Grantham Street service road for approximately 125 linear ft. and approximately 12,500 sq. ft. or .3 acres of display area. The applicant is proposing gravel surfaces for the display area which will require a modification from City Council.

Lastly, the applicant is proposing used automobile sales upon the property. The submitted site plan shows an existing paved automobile display area south of the principle office/storage building, as well as, paved customer parking spaces directly in front of the building along the Grantham Street service road. The applicant states that cars will be driven to the site or delivered by nothing larger than a two-car carrier.

The applicant intends to operate the existing mini-storage facility, U-Haul rental dealership and used automobile sales utilizing the following days and hours of operation:

**Hours of Operation:**
Monday-Saturday
10am-6pm

**Number of Employees:**
2

**Access:** Currently, a total of three paved curb cuts provide access to the site off W. Grantham Street which is a state-maintained service road. NCDOT officials have reviewed the applicant’s proposal and are requiring the closure of the driveway closest to the southern property line.

**Parking:** Parking for the mini-storage facility requires 1 space per employee plus 3 customer spaces. Parking for the used auto sales requires 1 space per employee plus 5 customer parking spaces. A total of 10 parking spaces are required to include 1 handicapped parking space. Staff is working with the owner to provide an additional two customer parking spaces required for the site.

**Landscaping:** The applicant is proposing 6 Snow Goose Flowering Cherries to serve as new street trees for site. No other landscaping is proposed or required.

**Engineering Comments:** The property is located in a Special Flood Hazard Area known as the 500 and 100-year floodplain. Grading and drainage plans have not been submitted. The
applicant will be required to comply with the City’s floodplain and development regulations before a conditional use permit can be issued in the future.

**Modifications:** The applicant is requesting a modification of the City’s paving requirement for the proposed outside storage area and display area for the U-Haul truck/trailer rental dealership.

**RECOMMENDATION:** No action necessary. The Planning Commission will have a recommendation for the Council’s meeting on January 4, 2021.

Date: 12/14/20  
Planning Director

Date: 12/15/20  
City Manager
CU-7-20 PERSONAL STORAGE, LLC
REQUEST: ADDITION OF FENCED OUTDOOR STORAGE - BOATS, RVs & VEHICLES
ADDITIONAL BUSINESS: USE CAR SALES (portion of site)

CONDITIONAL USE PLAN MODIFICATION
CASE NO: CU-7-20
REQUEST: STORAGE FACILITY WITH OUTDOOR STORAGE - FENCED FOR BOATS, RVs & VEHICLES
ADDITIONAL BUSINESS: USE CAR SALES (portion of site) 15 vehicles

APPLICANT: PUBLIC STORAGE
OWNER: PUBLIC STORAGE
LOCATION: 723 N. US 117 BYPASS
HOURS OF OPERATION: SELF STORAGE - MON - SAT 10 AM to 6 pm
USED CAR SALES - MON - SAT 10AM to 6 PM
NUMBER OF EMPLOYEES: SELF STORAGE - 2 EMPLOYEES
USED CAR SALES - 2 EMPLOYEES

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CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 21, 2020 COUNCIL MEETING

SUBJECT:  
PUBLIC HEARING
CU-8-20 Salem Leasing Corp.-Southwest corner of US Highway 117 South and Vann Street (Amendment of existing Conditional Use Permit)

BACKGROUND:  
On November 6, 2017, City Council adopted an Order approving a Conditional Use Permit for the subject property to allow the outdoor storage of vehicles in conjunction with an adjacent business operation that provides commercial trucking transportation, maintenance, leasing and rental services and formally known as Salem Leasing Corporation.

The following site modifications were approved by City Council:

1. Modification to reduce security chain-link fence height from 8 ft. to 6 ft.
2. Modification to not require slatted fencing in a chain-link security fence along the western and southern property lines due to existing landscaping.
3. Modification to allow storage in the side yard of the operation.

Now, the owner of the property proposes to set-up and locate a modular office facility upon the property for lease and additional commercial space for the temporary parking of tractor-trailer trucks and automobiles for employees of CLI Transport, LP. who specialize in the transportation of petroleum products for Sheetz Convenience Stores. Since the proposed use is considered a major design modification to an existing conditional use permit, City Council approval is required.

Frontage:  817.67 ft. (US 117 South)
            352 ft. (Vann Street)

Area:  8.40 acres

Zoning:  I-2 General Industry
DISCUSSION: The submitted site plan indicates a modular office facility consisting of approximately 1,680 sq. ft. to be used by employees of the business. The unit will be located along the eastern property line and front US Hwy. 117 South. It will consist of multiple office spaces, a conference room, storage areas and restrooms for employees. The unit will be required to meet the North Carolina state building code. As such, handicap accessible walkways and ramps will be incorporated into the set-up of the modular unit to provide access into and out of the building.

Hours of Operation: M-F: 8:00 am – 5:00 pm
24 hours/7 days a week

Number of Employees: Office dispatchers - 3
Truck Drivers – 30

According to the applicant, there will be no commercial trucks or automobiles stored on site. Commercial trucking operations will be transient in nature. Trucks and tractor trailers may be parked anywhere from a day to a week depending upon the service required of the truck/tractor-trailer or delivery schedule of petroleum products.

Access: Currently, a 60 ft. wide curb cut is shown along Vann Street in proximity to the western property line that provides ingress and regress to the site. Other existing driveway cuts along Vann Street and Hwy 117 South have been removed and/or closed.

Parking: Parking for the site requires 1 space per employee on the maximum shift, plus 1 space per 300 sq. ft. of office area, plus one space for each truck stored on the site. A total of 25 employee parking spaces have been proposed including 1 handicapped accessible parking space. A total of 29 tractor-trailer parking spaces are proposed for the site with space to accommodate 10 additional tractor-trailer spaces in the future.

Engineering Comments: The property is located in a Special Flood Hazard Area known as the 500-year floodplain. City water and sewer are available to serve the property.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council’s meeting on January 4, 2021.
CU-8-20 SALEM LEASING TEMPORARY TRUCK AND TRAILER STORAGE WITH MODULAR OFFICE SPACE FOR DISPATCHERS

CONDITIONAL USE PLAN MODIFICATION

CASE NO: CU-9-20
REQUEST: TEMPORARY TRUCK & TRAILER STORAGE WITH MODULAR OFFICE SPACE FOR DISPATCHERS
APPLICANT: SALEM LEASING
LOCATION: 1301 & 1401 US 117 SOUTH BYPASS
HOURS OF OPERATION: MON-FRI 8-5 DISPATCHERS / DRIVERS 24/7
NUMBER OF EMPLOYEES: 3 DISPATCHERS / 30 DRIVERS TOTAL

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CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 21, 2020 COUNCIL MEETING

SUBJECT: Contract Award for Design Services for the Concourse Roof Addition at the GWTA Transfer Center

BACKGROUND: The City of Goldsboro was awarded a 2016 Transportation Investment Generating Economic Recovery (TIGER) VIII grant to fund multiple projects, including the last phase of the Center Street Streetscape, the HUB, Wayfinding Signage Fabrication and Installation and the Construction of a GWTA Concourse.

The City of Goldsboro has previously worked with Architect David Gall to design and bid out the concourse addition at the GWTA Transfer Center here in Goldsboro. That portion of the concourse was part of an earlier round of TIGER funding that was not constructed due to budgetary constraints.

The increased costs of the GWTA Transfer Center combined with receiving a smaller TIGER grant resulted in the concourse addition being removed from the scope of the project of that earlier round of TIGER. The current round of TIGER includes funding to construct the concourse that was previously omitted.

DISCUSSION: Using David Gall, Architect for this project is the most efficient use of the TIGER VIII grant because of his knowledge and experience of this project. Mr. Gall has already designed the GWTA Transfer Facility and the concourse, and has the background and knowledge to complete the project quicker, more efficiently and cheaper than hiring another architect to redesign the project.

The City plans to utilize the Mini-Brooks Act exemption as allowed by NC State Law GS 143-64.32 to procure Mr. Gall to complete the design work for this project.

RECOMMENDATION: Recommend the City Council, by motion:

1. Adopting the attached resolution authorizing the Mayor and City Clerk to execute a contract with David Gall, Architect for the design, bidding and contract administration for the Concourse Roof Addition to the GWTA Transfer Center not to exceed $43,850.

2. Authorize $6,150 for soil testing and to address substandard soils.

Date: 12/5/20

Erin Fonseca, Downtown Development Director

Date: 12/15/20

Timothy M. Salmon, City Manager
RESOLUTION NO. 2020-

A RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE A
CONTRACT WITH DAVID GALL, ARCHITECT FOR THE DESIGN, BIDDING AND
CONTRACT ADMINISTRATION FOR THE CONCOURSE ROOF ADDITION AT THE
GWTA TRANSFER CENTER

WHEREAS, The City of Goldsboro was awarded a 2016 TIGER VIII grant to fund multiple
projects, including the last phase of the Center Street Streetscape, the HUB, Wayfinding Signage
Fabrication and Installation and the Construction of a GWTA Concourse; and

WHEREAS, The City of Goldsboro has previously worked with Architect David Gall to
design and bid out the concourse addition at the GWTA Transfer Center here in Goldsboro. That
portion of the concourse was part of an earlier round of TIGER funding that was not constructed
due to budgetary constraints; and

WHEREAS, The increased costs of the GWTA Transfer Center combined with receiving a
smaller TIGER grant resulted in the concourse addition being removed from the scope of the
project of that earlier round of TIGER. The current round of TIGER includes funding to
construct the concourse that was previously omitted; and

WHEREAS, Using David Gall, Architect for this project is the most efficient use of the
TIGER VIII grant because of his knowledge and experience of this project. Mr. Gall has already
designed the GWTA Transfer Facility and the concourse, and has the background and knowledge
to complete the project quicker, more efficiently and cheaper than hiring another architect to
redesign the project; and

WHEREAS, The City plans to utilize the Mini-Brooks Act exemption as allowed by NC
State Law GS 143-64.32 to procure Mr. Gall to complete the design work for this project.

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

1. The Mayor and City Council authorizes the Mayor and City Clerk to execute a contract
   with David Gall, Architect for the design, bidding and contract administration for the
   Concourse Roof Addition to the GWTA Transfer Center not to exceed $43,850.

2. Authorize $6,150 for soil testing and to address substandard soils.

3. This resolution shall be in full force and effect from and after the ___ day of
   ____________________ 2020.

__________________________
Mayor

Attested by:

__________________________
City Clerk
CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 21, 2020 COUNCIL MEETING

SUBJECT: Approval of Amended Lease for Multi Sports Complex

BACKGROUND: On November 16, 2015, the City Council approved the signing of a lease for the development of the 62.35 acre site located off of Oak Forest Road as a multisport complex for sports including soccer, football and lacrosse. The completed project included a combination of up to eight artificial and natural turf fields, sports lighting, and spectator seating for up to 500, restrooms and parking.

DISCUSSION: As compensation for the 20 year lease with opportunities to extend in 10 year increments, the city agreed to build a 2,500 sq. feet addition to the SJAFB fitness center and also provided use of the multi sports facility for recreational use and sports programming for the Air Force Base and community.

The Air Force has agreed to an amendment to the Ground Lease Agreement extended from 20 years to a period of 49 years commencing on May 3, 2017 and expiring May 2, 2066.

As per the agreement, the City agrees to complete the construction of the splash pad and picnic shelter by December 31, 2021. These items have been funded by sponsorship money from the naming rights of the family. The City acknowledges that it will continue to provide the Government rent consideration in exchange for the leasehold interest in the leased premises each month during the term of the lease.

Additional improvements identified will be completed when funding becomes available.

RECOMMENDATION: Authorize the Mayor and City Clerk to enter into a revised agreement to extend the lease of the Multi-Sports Complex until May 2, 2066.

Date: 12-15-2020

Felicia Brown, Parks and Recreation Director

Date: 12/15/20

Tim Salmon, City Manager
FIRST AMENDMENT TO GROUND LEASE AGREEMENT
SEYMOUR-JOHNSON AFB SPORTS FIELDS

This FIRST AMENDMENT TO GROUND LEASE AGREEMENT (“Amendment”) is made as of the ____ day of ________________ 20__, by and between the UNITED STATES OF AMERICA, acting by and through the SECRETARY OF THE AIR FORCE (the “Government” or “Lessor”) and CITY OF GOLDSBORO, NORTH CAROLINA, a Municipal Corporation whose mailing address is P.O. Drawer A, Goldsboro, NC 27533 (the “Lessee” or “City”). The Lessor and Lessee are sometimes collectively referred to herein as, the “Parties” and individually as, the “Party”.

WITNESSETH

WHEREAS, the City, as Lessee, and the Government, as Lessor, heretofore entered into that certain ground lease agreement dated May 3, 2017, identified as Lease No. USAF-ACC-VKAG-17-2-0373 (the “Lease”) for the lease of approximately sixty two (62) acres of property on the perimeter of Seymour-Johnson Air Force Base in Wayne County, North Carolina described in Exhibit A to the Lease (the “Leased Premises”) for a term of nineteen (19) years (the “Initial Term”), with an option to renew for an additional ten (10) years;

WHEREAS, under the terms of the Lease, the City constructed and operates eight (8) multi-sports full size, illuminated fields (i.e., soccer, football, lacrosse, field hockey and ultimate frisbee); and ancillary facilities including a perimeter fence, parking, restrooms, concessions and utility infrastructure, known as the Bryan Multi-Sports Complex, for use by the general public and the Air Force, all as more particularly described in the Lease;

WHEREAS, the City desires to make Additional Improvements at the Leased Premises, as defined and set forth in Section 1, below;

WHEREAS, the City may require financing for the construction of the Additional Improvements and is seeking a longer lease term in order to be able to satisfy possible requirements of any potential lender to secure such financing;

WHEREAS, the Parties desire to amend the Lease to permit the City to construct Additional Improvements and therefore invest additional resources into the Leased Premises and to extend the term of the Lease, as more specifically set forth herein.

NOW THEREFORE, for and in consideration of the mutual covenants and agreements made herein and for other good and valuable consideration the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. Section 1.03 Permitted Use. The term Permitted Use as defined in Section 1.03 of the Lease is hereby amended to add the following: “splash pad, picnic shelter, playground, walking trail, additional lighting, additional paved parking, a maintenance shelter and a small satellite bathroom facility near fields 3 and 4; the foregoing shall be referred to herein as the “Additional Improvements.”
The City agrees that it will complete the construction of the splash pad and picnic shelter by December 31, 2021 (the “Phase 1 Additional Improvements Completion Date”), subject to delays beyond the reasonable control of the City. The City agrees to use its best efforts to secure necessary funding and to complete the remainder of the Additional Improvements by December 31, 2030 (the “Phase 2 Additional Improvements Completion Date”), subject to delays beyond the reasonable control of the City, including, without limitation, failure to secure necessary funding, but shall thereafter continue to use its best efforts to secure such funding and complete such construction of the remainder of the Additional Improvements as soon as reasonably possible after the Phase 2 Additional Improvements Completion Date.

2. Section 2.01 **Term.** Section 2.01 is hereby deleted and replaced with the following:

   a. **Term.** The term of this Lease shall be for a period forty-nine (49) years commencing on May 3, 2017 (the “Lease Commencement Date”) and shall expire at midnight Eastern Standard Time on May 2, 2066 (the “Lease Expiration Date”), unless sooner terminated in accordance with the terms and provisions hereof. The period of time from the Lease Commencement Date to and including the Lease Expiration Date is hereinafter referred to as the “Term.”

   b. As required by 10 USC 2667(a)(2), the Government hereby acknowledges and agrees that for the Term of this Lease, the Leased Premises is not needed for public use; and, in accordance with 10 USC 2667(b)(3), the undersigned hereby acknowledges and agrees that the omission of such a provision permitting the Government to revoke this Lease at any time will promote the national defense or be in the public interest.

3. Section 3.01 **In-Kind Rent.** In the second sentence of Section 3.01, the words “Initial Term” are hereby replaced with the word “Term.”

   The City acknowledges and agrees that it will continue to provide the Government, throughout the Term, rent consideration in exchange for the leasehold interest in the Leased Premises, by providing priority and exclusive use of portions of the Sports Field Complex on the Leased Premises each month during the Term of this Lease to the Government, as and when needed, for Government recreation league practice and play, Government intramural field sports practice and play, Government group fitness, and Installation “wing sports days” events, as set forth and more particularly described in Section 3.01(b) of the Lease.

4. **Miscellaneous.**

   a. **Effect on Lease.** Except as expressly amended by this Amendment, all other terms and provisions of the Lease shall remain unchanged and in full force and effect.

   b. **Inconsistent Provisions.** In the event of any inconsistencies between the provisions of this Amendment and the Lease, the provisions of this Amendment shall supersede and control. If any provision of this Amendment is found unenforceable, such provision shall not affect the enforceability of the remaining provisions of the Lease.
c. **Counterparts.** This Amendment may be executed in multiple counterparts, each of which shall constitute an original and all of which when taken together shall constitute one and the same instrument. Electronic copies of this First Amendment, bearing the parties’ respective signatures, shall be enforceable as originals.

d. **Time is of the Essence.** Time is of the essence with respect to this Amendment. The Lease, as amended by this Amendment, represents the entire agreement of the parties.

e. **Effective Date.** The “**Effective Date**” of this Amendment shall be the date upon which the last of the Parties executes this Amendment.

f. **Authorization.** The undersigned hereby warrants and represents s/he is duly authorized to make and enter into this Amendment on behalf of the City and to bind the City hereto.

g. **Headings.** The section headings of this Amendment are for convenience only and shall in no way define or limit the scope or content of this Amendment, and shall not be considered in any interpretation or construction of all or any part of this Amendment. Where required, any reference to a term in the singular shall be deemed to include the plural of said term, and any reference to a term in the plural shall be deemed to include the singular of said term.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

[signature pages follow]
IN WITNESS WHEREOF, the Government and the City have caused this Amendment to be executed by their duly authorized representatives as of the date written below.

“GOVERNMENT”

UNITED STATES OF AMERICA,
acting by and through the Secretary of the Air Force

By: _________________________________
ROBERT E. MORIARTY, P.E., SES
Deputy Assistant Secretary of the Air Force
(Installations)

____________________________________
Date
“CITY”

THE CITY OF GOLDSBORO, NORTH CAROLINA, a municipal corporation

By: ________________________________________________

CHUCK ALLEN, Mayor

ATTEST:

Melissa Capps, City Clerk

____________________________________

Date

This AMENDMENT has been pre-audited in the manner required by the Local Government Budgeting and Fiscal Control Act.

BY: ________________________________________________

Catherine F. Gwynn, Finance Director, City of Goldsboro
CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
DECEMBER 21, 2020 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 November 16 and December 7, 2020, to review vacancies and applications received to fill the current vacancies. With these appointments, there are no vacancies on any of the boards.

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 resigned.

RECOMMENDATION:  
By motion, Council adopt the attached 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 resigned.

Date:  12/14/20  
Melissa Capps, City Clerk

Date:  12/13/20  
Tim Salmon, City Manager
RESOLUTION NO. 2020-_____

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:

<table>
<thead>
<tr>
<th>Commission on Community Relations and Development</th>
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</thead>
<tbody>
<tr>
<td>First Term Appointee</td>
</tr>
<tr>
<td>Washea Lancaster</td>
</tr>
<tr>
<td>Term Expires</td>
</tr>
<tr>
<td>12-31-23</td>
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<tr>
<td></td>
</tr>
<tr>
<td>Second Term Appointee</td>
</tr>
<tr>
<td>Stephen McFarland</td>
</tr>
<tr>
<td>Term Expires</td>
</tr>
<tr>
<td>12-31-23</td>
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</table>

<table>
<thead>
<tr>
<th>Goldsboro Municipal Golf Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Term Appointees</td>
</tr>
<tr>
<td>Lisa Pope</td>
</tr>
<tr>
<td>Term Expires</td>
</tr>
<tr>
<td>12-31-23</td>
</tr>
<tr>
<td>Rose Wright</td>
</tr>
<tr>
<td>Term Expires</td>
</tr>
<tr>
<td>12-31-23</td>
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<tr>
<td></td>
</tr>
<tr>
<td>Second Term Appointee</td>
</tr>
<tr>
<td>Joe Thomas</td>
</tr>
<tr>
<td>Term Expires</td>
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<tr>
<td>12-31-23</td>
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</table>

<table>
<thead>
<tr>
<th>Historic District Commission</th>
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<tbody>
<tr>
<td>First Term Appointee</td>
</tr>
<tr>
<td>Thomas Lockamy</td>
</tr>
<tr>
<td>Term Expires</td>
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<tr>
<td>12-31-23</td>
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<td></td>
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<tr>
<td>Second Term Appointees</td>
</tr>
<tr>
<td>Wiley Leonard</td>
</tr>
<tr>
<td>Term Expires</td>
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<tr>
<td>12-31-23</td>
</tr>
<tr>
<td>Alicia Pierce</td>
</tr>
<tr>
<td>Term Expires</td>
</tr>
<tr>
<td>12-31-23</td>
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</table>

<table>
<thead>
<tr>
<th>Parks and Recreation Advisory Commission</th>
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</thead>
<tbody>
<tr>
<td>First Term Appointees</td>
</tr>
<tr>
<td>Tonya Barber</td>
</tr>
<tr>
<td>Term Expires</td>
</tr>
<tr>
<td>12-31-23</td>
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<tr>
<td>Stephanie Brown</td>
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<td>Term Expires</td>
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<td>12-31-23</td>
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<tr>
<td>Kelvin Stallings</td>
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<tr>
<td>Term Expires</td>
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<td>12-31-23</td>
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<tr>
<td>Maria Newsome (Student)</td>
</tr>
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<tr>
<td>12-31-21</td>
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</table>

|                                                  |
| Second Term Appointee                            |
| Sandra Mueller                                   |
| Term Expires                                     |
| 12-31-23                                         |
**Mayor’s Committee for Persons with Disabilities**

Filling an Unexpired Term

<table>
<thead>
<tr>
<th>Name</th>
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<th>Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Snodgress</td>
<td>Term Expires</td>
<td>12-31-21</td>
</tr>
<tr>
<td>Tammy Mathis</td>
<td>Term Expires</td>
<td>12-31-21</td>
</tr>
<tr>
<td>Michael Gleason</td>
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<td>12-31-22</td>
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Second Term Appointee

<table>
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<tr>
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<tbody>
<tr>
<td>Tyrone Starkie</td>
<td>Term Expires</td>
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**Planning Commission / Board of Adjustment**

First Term Appointee

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>April Rojas</td>
<td>Term Expires</td>
<td>12-31-23</td>
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Second Term Appointee

<table>
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<tr>
<th>Name</th>
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<th>Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthony Slater</td>
<td>Term Expires</td>
<td>12-31-23</td>
</tr>
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Serving an Additional Year

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
<th>Expiration Date</th>
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</thead>
<tbody>
<tr>
<td>Chris Boyette</td>
<td>Term Expires</td>
<td>12-31-21</td>
</tr>
</tbody>
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**Goldsboro Travel and Tourism Advisory Council**

First Term Appointee

<table>
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<tr>
<th>Name</th>
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<th>Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shelia Exum</td>
<td>Term Expires</td>
<td>12-31-23</td>
</tr>
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Second Term Appointees

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
<th>Expiration Date</th>
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</thead>
<tbody>
<tr>
<td>Charles Brogden</td>
<td>Term Expires</td>
<td>12-31-23</td>
</tr>
<tr>
<td>Edward Davis</td>
<td>Term Expires</td>
<td>12-31-23</td>
</tr>
</tbody>
</table>

2. This Resolution shall be in full force and effect from and after this 21st day of December, 2020.

______________________________
Mayor

Attested by:

______________________________
City Clerk
RESOLUTION NO. 2020 -

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
   Earl Nixon Sr.

   Mayor’s Committee for Persons with Disabilities
   Candra Hill
   Crystal Lemmon
   Michelle Casarez

   Goldsboro Historic District Commission
   Alana Moore

   Goldsboro Parks and Recreation Advisory Commission
   Daina Taylor
   Tiani Hinnant

   Goldsboro Municipal Golf Course Committee
   Wells Warner

   Goldsboro Planning Commission
   John Walston

   Goldsboro Tourism Council
   Mary Ann Dudley

2. The Mayor of the City of Goldsboro is hereby directed to present to each of these individuals a Certificate of Appreciation for their civic contributions.

3. These Certificates are to be presented at the next regularly scheduled meeting of the various Boards and Commissions or as close to that meeting date as possible.
4. This Resolution shall be in full force and effect from and after this 21st day of December, 2020.

Mayor

Attested by:

City Clerk
City of Goldsboro
Departmental Monthly Reports
November 2020

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

- Human Resources staff reviewed job descriptions submitted by department heads and finalizing for import in NeoGov.
- Staff served on interview panels at Public Works and assessment center for Police Department.
- Staff completed position classification reviews and four internal salary studies to assess market equity.
- November 6 - Staff assisted with Fire Engineer written exams.
- Staff provided assistance with the on-line training classes (troubleshooting and user access). They also conducted on-site visits.
- Eighty-seven percent (87%) of annual evaluations for 2019/20 reporting period are complete. Three hundred forty-two (342) evaluations have been logged and printed as of November 30. Staff also continues to troubleshoot and assist with user issues.
- Staff is working on the Employee Service Awards. Forty-eight (48) recipients will be recognized for their years of service with the City.

Safety

- November 3 – JJ Keller video demonstration for training and pricing.
- November 4 – Assisted Planning Department with exterminator applications.
- Fire extinguisher inspections in City Hall and hearing booth calibration and inspection.
- Facility inspections at Public Works, Paramount, and City-wide inspections with private contractors.
- November 10 – Conference call with Department of Labor
- November 17 – Planning for James Street shut down on Old Goldsboro National Bank construction.
- Teleconferences with Sayer McShane Band and Doug McGrath for NC Freedom Fest.
- Finished update of City Safety Manual.
- Provided employee assistance in various locations for online safety training.
- November 30 – James Street shut down for crane being located in street. (2 weeks)
- November 30 – Stand by for an electric pole blocking George Street from wind damage.

Occupational Health

There were 121 clinic visits this month. There were no random drug screens this month.
## MONTHLY STATISTICS

### 2020

<table>
<thead>
<tr>
<th></th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>AVG</th>
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<tr>
<td><strong>Total Employment</strong></td>
<td>573</td>
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<td>575</td>
<td>574</td>
<td>573</td>
<td>571</td>
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<td>561</td>
<td>561</td>
<td>560</td>
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<td><strong>Vacancies</strong></td>
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<td>23</td>
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<td>13</td>
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<td>12</td>
<td>9</td>
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<tr>
<td><strong>Applications</strong></td>
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<td>367</td>
<td>208</td>
<td>158</td>
<td>73</td>
<td>124</td>
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<td>262</td>
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<td><strong>Applicant Notices</strong></td>
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<td>6</td>
<td>5</td>
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<td>4</td>
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<td>5</td>
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<td><strong>Retirements</strong></td>
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<td><strong>Terminations</strong></td>
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<td>.87%</td>
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<td>.70%</td>
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<td>1.24%</td>
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### 2019

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<th>MAY</th>
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*Note: Hiring and separation statistics (resignations, retirements, and terminations) represent full-time and permanent part-time personnel.*
• On November 19, 2020 the Mayor’s Committee for Persons with Disabilities (MCPD) met virtually to discuss official business towards persons with disabilities. The Committee is scheduled to meet on January 21, 2021 at 12:00 pm.

• The Commission on Community Relations and Development met on November 19, 2020 at 6:00 pm. During the meeting, the Commission continued to discuss the City Council plans to establish a separate Race Relations Committee and explored resources the Commission can use to aid in any future plans. The Commission discussed other official business such as the virtual upcoming Dr. Martin Luther King, Jr. Celebration, Interfaith Breakfast, and other diversity awareness activities for 2021. The next scheduled meeting for the Commission on Community Relations and Development will be held on January 12, 2021.

• The Goldsboro Youth Council (GYC) met virtually on November 4, 2020 at 5:00 pm for a regular session and an executive board meeting. The next scheduled regular GYC meeting will be on January 6, 2021. Also, during the month of November the GYC members participated in a virtual Mini-Grant Conference facility by the State of North Carolina Youth Council Association.

• The Department has continued to work with the nonprofits awarded through the Goldsboro’s Coronavirus Relief Fund (CRF) Program by ensuring Goldsboro maintain grant and finance compliance. A total of nine contractual agreements have been executed by Goldsboro with 47% of all awarded funds expended. The remaining 53% is scheduled to be expended by December 31, 2020.

• The Community Relations Department received from North Carolina Department of Commerce $350,000 from the Rural Economic Development Division Rural Grant Program to form a public-private partnership with the Developers of Adair Place to construct the infrastructure and increase affordable housing stock. The Adair Place project was completed in the month of November and received all four Certificates of Occupancy. The newly constructed three-story apartment buildings contain 72 units including a community building. Thirty-six of the 72 total units are three-bedroom units with the other 36 units being 12 one-bedroom units and 24 two-bedroom units. The location of the project is 200, 202, 204, and 206 Keller Way, Goldsboro NC.

• The Department received eight (8) housing complaints and ten (10) requests for assistance. Description of said complaints were eight (8) substandard housing issues (electrical, plumbing, HVAC, and improper evictions) along with ten (10) request for assistance with housing, utilities, repairs, or food assistance many of these requests were related to COVID-19. Complaints were submitted through the Cityworks system or rerouted for resolution to the appropriate City Department, designated community agency, or State resource.

<table>
<thead>
<tr>
<th>2020 Complaints</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>AVG</th>
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<td>Housing</td>
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<td>4</td>
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<tr>
<th>2019 Complaints</th>
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<th>Mar</th>
<th>Apr</th>
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<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>AVG</th>
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</thead>
<tbody>
<tr>
<td>Housing</td>
<td>1</td>
<td>4</td>
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<td>2</td>
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</tr>
<tr>
<td>Consumer &amp; Other</td>
<td>3</td>
<td>4</td>
<td>3</td>
<td>4</td>
<td>3</td>
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<td>6</td>
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</tr>
</tbody>
</table>
---------PARAMOUNT THEATRE---------

- November activity restricted by Executive Order; limit of 25 to enclosed area, 10pm curfew
- November COVID-19 postponements/cancellations include: 23 rental days, 10 public perfms.
- Created 4 Paramount concerts, executed 3 rescheduled private events

- Repairs and Maintenance:
  - Safety, alarm, and ADA inspections put us in excellent standing with minor follow-up
  - Roofing; temporary repairs holding, permanent repairs in discussion with contractor

---------FINANCIAL---------

- Expenses –$31,146: Labor - $23,070 /Operational – $8,076
- Revenues - $1,508: Tickets -$0 /Rentals- $1,508 /Concession- $0 (online sales appear in Dec.)

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

- November activity restricted by Executive Order; capacity limited to 100 with 10pm curfew
- November COVID-19 related cancellations/postponements include 7 rental days
- Executed 7 private events, both rescheduled and new

- Repairs and Maintenance:
  - Minor, but critical roof leaks approved for repair; façade repairs to follow.
  - Minor, but critical electrical panel needs identified, will be followed up on.
  - Bookings strong in late-fall and spring; offering more space for events to distance.

---------FINANCIAL---------

- Expenses – $6,727: Labor - $5,004 /Operational – $1,723
- Revenues – $6,122: Rentals - $5,329 /Amenities - $743 / Concessions – $50
- Value City Use – $1,925: Value of non-revenue City use: = $1,925
The valuation of all permits issued for November totaled $4,569,919. 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 $29,699. Of the permit fees collected for the month, $2,895 was collected in technology fees. Plan review fees collected during the month totaled $765. Business Registration fees collected totaled $900.

The Inspectors did a total of 484 inspections for the month. During the month of November, six (6) business inspections were completed. A total of 230 permits were issued for the month. Twenty-four (24) plan reviews were completed for November. Minimum Housing program moved to Planning Department.
Current Downtown Development Office Projects Staff Worked On Over the Month Include:

- Met with (or conversed by email/phone) 8 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Over the past month, staff visited downtown businesses 14 different times.
- Continued discussions about the Neighborhood Plan and property acquisitions.
- Continued work with partners towards public use for Union Station project.
- Communicated with stakeholders about Union Station Adaptive Reuse Study.
- Collaborated with DGMA developing intake process for new merchants.
- Worked with City Staff to address Rehab Development Project.
- Met weekly with city small business grant team.
- Worked on HUB rental details.

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

- Staff met with 3 developers to discuss their potential interest/involvement in developing downtown properties.
- Staff met with a property development consultant to discuss neighborhood plan needs and residential development.
- Staff continued to communicate with merchants regarding updates related to COVID-19.
- Worked with education developer to determine feasibility of schooling downtown.
- Rolled alt new billboard campaign.

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

- Facilitated and attended the following monthly meetings: DGDC Board Meeting (11/18), DGDC Executive Committee Meeting (11/17), DGDC Design, (11/10) DGDC EV and DGDC Promotions Committee Meetings, (11/10).
- Staff continues the 2020 event schedule based on evolving crowd restrictions, and is in process of reworking Calendar of Events in response to COVID-19 for the month of November and beyond.
- The specs for the HUB are in the works, and will include specifications for future rentals.
- Organized a successful Virtual Lights Up celebration with the help of the Paramount Theatre.

Upcoming Events/Activities:

- Outdoor Drive-In Movie Series to replace Trolley Rides. December 1, ELF, December 8th, Polar Express, December 15th, It’s a Wonderful Life.
- Holiday Shopping Passport Program, Active between November 24th- December 14th.
- Small Business Saturday, November 28th.
- Critter Scavenger Hunt is active, maps can be picked up at the DGDC office, and The Cry Freedom Shoppe.

Businesses Opening/Properties Purchased

Other

- Downtown Goldsboro’s Facebook page followers/likes grew from 11,624 to 11,776 in the month of November.
• Rebuilt GIS Servers with upgraded operating systems and software.
• Installed two cameras and one access point at Fire Station 1.
• Replaced Garage laptop and setup new software.
• Granicus training for agenda creators.
• Installed cameras at Water Treatment Plant.
• Installed Wireless Access Points at Water Treatment Plant.
• Connected Camera at Paramount for streaming events
• Completed Banner Certificate upgrade.
• Installed Server for Solarwinds Event Manager.
• Completed repairs to Harris St Fiber conduit.
• Reallocated space in storage environment to improve performance.
• Completed Evaluations for IT Dept.
• Replaced Access Points for Downtown Wi-Fi.
• Drone Images - lacrosse tournament at MSC; Public Utilities – Big Cherry Pump Station to check for any issue with the berm after rain.
• Setup for the virtual CALEA meeting.
• Staff attended a Virtual Cyber Security Conference (2 days).
• Installed Test Server for Track-It! Help Desk System upgrade.
• Prep, Filming and drone flight for Virtual Lights Up!
• Setup new timer and TV for the timer for Public Comment at Council Meetings.

<table>
<thead>
<tr>
<th>2020</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
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<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>AVG</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tickets Opened</td>
<td>551</td>
<td>656</td>
<td>595</td>
<td>618</td>
<td>448</td>
<td>578</td>
<td>641</td>
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<td>532</td>
<td>457</td>
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<th>AUG</th>
<th>SEP</th>
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<th>DEC</th>
<th>AVG</th>
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<tbody>
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<tr>
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<td>446</td>
<td>423</td>
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</table>
Public Works Department
November 2020
Prepared by: Chad Edge
Date Prepared: 14 December 2020

**Monthly Highlights**

**Buildings & Grounds:** Completed preparations, rewiring, re-lamping, and installation of Christmas lights and decorations downtown and on Water Tower; Repaired roof leaks at Golf Course, Cemetery, and TC Coley buildings; Replaced two can lights and a door lock set on DGDC building.

**Distribution & Collections:** Cleared Bear Creek Outfall and dug drainage ditches for access; Call duty responded to 28 after hour calls—total of 44 hours.

**Streets & Storm water:** Responded to 26 calls of localized flooding during Tropical Storm Eta; Regraded and removed blockages from three residential ditches/ culverts; cleared 645 feet of vegetation overgrowth from curb and gutter along Randolph, Level, and Slocumb Streets.

<table>
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<th>Apr</th>
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<th>Aug</th>
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<th>Dec</th>
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<td>0.9</td>
<td>0.7</td>
<td>0.8</td>
<td>0.7</td>
<td>0.6</td>
<td>0.8</td>
<td>0.7</td>
<td>0.676</td>
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</tr>
<tr>
<td><strong>Cemetery Funerals</strong></td>
<td>5</td>
<td>3</td>
<td>9</td>
<td>4</td>
<td>2</td>
<td>6</td>
<td>5</td>
<td>5</td>
<td>6</td>
<td>9</td>
<td>5.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Street &amp; Storm</strong></td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>8</td>
<td>7</td>
<td>6</td>
<td>8</td>
<td>6</td>
<td>9</td>
<td>8</td>
<td>9</td>
<td>8.5</td>
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</tr>
<tr>
<td><strong>Cemetery Funerals</strong></td>
<td>4</td>
<td>4</td>
<td>7</td>
<td>5</td>
<td>6</td>
<td>1</td>
<td>8</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>8</td>
<td>2.5</td>
<td></td>
</tr>
</tbody>
</table>

**2019**

<table>
<thead>
<tr>
<th>Departments</th>
<th>2019</th>
<th>2020</th>
<th>AVG</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Utility Line Maint (1000-ft)</strong></td>
<td>8.7</td>
<td>8.0</td>
<td>8.9</td>
</tr>
<tr>
<td><strong>Lines Camera’d (1000-ft)</strong></td>
<td>10.8</td>
<td>11.3</td>
<td>9.8</td>
</tr>
<tr>
<td><strong>Water Repairs</strong></td>
<td>27</td>
<td>20</td>
<td>16</td>
</tr>
<tr>
<td><strong>Sewer Repairs</strong></td>
<td>31</td>
<td>7</td>
<td>9</td>
</tr>
<tr>
<td><strong>Hydrants Replaced/Fixed</strong></td>
<td>37</td>
<td>16</td>
<td>19</td>
</tr>
<tr>
<td><strong>Meter Install/Changed</strong></td>
<td>102</td>
<td>63</td>
<td>56</td>
</tr>
<tr>
<td><strong>Radio, Electrical, Bldg</strong></td>
<td>260</td>
<td>219</td>
<td>202</td>
</tr>
<tr>
<td><strong>Sign Repairs</strong></td>
<td>48</td>
<td>72</td>
<td>48</td>
</tr>
<tr>
<td><strong>ROW Mowing (ac)</strong></td>
<td>10</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>City-Owned Lots Mowing (ac)</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Work Orders</strong></td>
<td>365</td>
<td>309</td>
<td>276</td>
</tr>
<tr>
<td><strong>Total Fuel Cost (x1000)</strong></td>
<td>$ 61</td>
<td>$ 53</td>
<td>$ 55</td>
</tr>
<tr>
<td><strong>Solid Waste</strong></td>
<td>13</td>
<td>78</td>
<td>83</td>
</tr>
<tr>
<td><strong>Leaf-n-Limbs (x1000 tons)</strong></td>
<td>0.8</td>
<td>0.6</td>
<td>0.7</td>
</tr>
<tr>
<td><strong>Cemetery Funerals</strong></td>
<td>4</td>
<td>4</td>
<td>7</td>
</tr>
</tbody>
</table>

**Street & Storm**

<table>
<thead>
<tr>
<th>Departments</th>
<th>2019</th>
<th>2020</th>
<th>AVG</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Utility Cut Repairs</strong></td>
<td>15</td>
<td>12</td>
<td>10</td>
</tr>
<tr>
<td><strong>Pot Hole Repairs</strong></td>
<td>56</td>
<td>49</td>
<td>52</td>
</tr>
<tr>
<td><strong>Streets Swept (miles)</strong></td>
<td>110</td>
<td>143</td>
<td>135</td>
</tr>
<tr>
<td><strong>Pipe &amp; Open Ditch Maint (1000-ft)</strong></td>
<td>1.26</td>
<td>3.85</td>
<td>1.27</td>
</tr>
<tr>
<td><strong>Ditch Mowing (1000-ft)</strong></td>
<td>6.05</td>
<td>10.52</td>
<td>8</td>
</tr>
<tr>
<td><strong>Storm Pipe Repairs</strong></td>
<td>5</td>
<td>6</td>
<td>4</td>
</tr>
</tbody>
</table>

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Water Treatment Plant

- The Water Treatment Plant operations are proceeding smoothly.
  - Staff is finishing up the risk assessment phase of Americas Water Infrastructure Act (AWIA). Certification is due to the EPA before January 1, 2021.
  - The plate settlers’ installation is ongoing. Basin #5, #6, & #7 are certified complete. Basin #1 is scheduled to be complete the second week of December.
  - The Neuse River annual dredge remains on hold, due to river levels.
  - New Hope Tank rehabilitation and painting is complete. The tank should come back online the second week of December.

Water Reclamation Facility

- The Water Reclamation Facility (WRF) operations are proceeding smoothly, following the flooding impacts of Hurricane Eta. The average daily flows for November were 13.87 MGD
  - Inflow and Infiltration continues to be a major concern.
- 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.
  - The obsolete telemetry system continues to be prepared for an upgrade.

Compost Facility

- Four-hundred and twenty-eight cubic yards of compost and mulch were sold in November 2020.

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

<table>
<thead>
<tr>
<th>2020 MGD</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Monthly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer**</td>
<td>9.71</td>
<td>13.45</td>
<td>9.95</td>
<td>8.60</td>
<td>10.11</td>
<td>12.33</td>
<td>12.83</td>
<td>10.00</td>
<td>9.84</td>
<td>13.87</td>
<td></td>
<td>11.00</td>
<td></td>
</tr>
<tr>
<td>Compost</td>
<td>283</td>
<td>950</td>
<td>824</td>
<td>914</td>
<td>727</td>
<td>570</td>
<td>237</td>
<td>389</td>
<td>286</td>
<td>830</td>
<td>428</td>
<td></td>
<td>585</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>2019 MGD</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Monthly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer**</td>
<td>11.66</td>
<td>11.76</td>
<td>12.22</td>
<td>11.01</td>
<td>7.84</td>
<td>8.28</td>
<td>7.39</td>
<td>6.83</td>
<td>7.48</td>
<td>6.73</td>
<td>6.92</td>
<td>8.52</td>
<td>8.88</td>
</tr>
<tr>
<td>Compost</td>
<td>52</td>
<td>319</td>
<td>390</td>
<td>552</td>
<td>503</td>
<td>437</td>
<td>103</td>
<td>121</td>
<td>217</td>
<td>508</td>
<td>350</td>
<td>6</td>
<td>297</td>
</tr>
</tbody>
</table>

*Water permit- 12.0 MGD; **Wastewater permit- 14.2 MGD
## OVERALL SUMMARY

<table>
<thead>
<tr>
<th>Fund Type</th>
<th>FY 19-20 Actual to Date</th>
<th>FY 20-21 Adjusted Budget</th>
<th>FY 20-21 Actual to Date</th>
<th>YTD %</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Fund</td>
<td>$ 11,200,697</td>
<td>$ 42,862,916</td>
<td>$ 7,500,812</td>
<td>17.50%</td>
</tr>
<tr>
<td>Utility Fund</td>
<td>7,619,414</td>
<td>18,545,322</td>
<td>7,695,655</td>
<td>41.50%</td>
</tr>
<tr>
<td>Downtown District Fund</td>
<td>18,516</td>
<td>117,898</td>
<td>7,557</td>
<td>41.50%</td>
</tr>
<tr>
<td>Occupancy Tax Fund</td>
<td>514,143</td>
<td>1,199,844</td>
<td>366,473</td>
<td>30.54%</td>
</tr>
<tr>
<td>Stormwater Fund</td>
<td>636,587</td>
<td>1,775,600</td>
<td>645,678</td>
<td>36.36%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 19,989,357</td>
<td>$ 64,501,580</td>
<td>$ 16,216,174</td>
<td>25.14%</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Fund</td>
<td>$ 17,098,700</td>
<td>$ 42,862,916</td>
<td>$ 15,045,790</td>
<td>35.10%</td>
</tr>
<tr>
<td>Utility Fund</td>
<td>6,901,562</td>
<td>18,545,322</td>
<td>5,951,717</td>
<td>32.09%</td>
</tr>
<tr>
<td>Downtown District Fund</td>
<td>10,802</td>
<td>117,898</td>
<td>3,250</td>
<td>2.76%</td>
</tr>
<tr>
<td>Occupancy Tax Fund</td>
<td>300,738</td>
<td>1,199,844</td>
<td>194,285</td>
<td>16.19%</td>
</tr>
<tr>
<td>Stormwater Fund</td>
<td>372,812</td>
<td>1,775,600</td>
<td>398,795</td>
<td>22.46%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 24,684,614</td>
<td>$ 64,501,580</td>
<td>$ 21,593,837</td>
<td>33.48%</td>
</tr>
</tbody>
</table>

## MAJOR CATEGORIES

<table>
<thead>
<tr>
<th>Fund Type</th>
<th>FY 19-20 Actual to Date</th>
<th>FY 20-21 Adjusted Budget</th>
<th>FY 20-21 Actual to Date</th>
<th>YTD %</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property/Occupancy Taxes</td>
<td>$ 5,593,046</td>
<td>$ 18,282,005</td>
<td>$ 1,509,536</td>
<td>8.26%</td>
</tr>
<tr>
<td>Charges for Services</td>
<td>9,793,268</td>
<td>24,538,399</td>
<td>9,943,186</td>
<td>40.52%</td>
</tr>
<tr>
<td>Revenue Other Agencies</td>
<td>2,322,721</td>
<td>15,014,633</td>
<td>2,445,951</td>
<td>16.29%</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>823,057</td>
<td>2,850,026</td>
<td>794,023</td>
<td>27.86%</td>
</tr>
<tr>
<td>Fund Balance</td>
<td>-</td>
<td>769,560</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Shared Services</td>
<td>1,457,266</td>
<td>3,046,957</td>
<td>1,523,479</td>
<td>50.00%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 19,989,357</td>
<td>$ 64,501,580</td>
<td>$ 16,216,174</td>
<td>25.14%</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Labor</td>
<td>$ 11,681,188</td>
<td>$ 31,673,986</td>
<td>$ 11,484,544</td>
<td>36.26%</td>
</tr>
<tr>
<td>Non-Labor</td>
<td>13,003,425</td>
<td>32,827,594</td>
<td>10,109,293</td>
<td>30.80%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 24,684,614</td>
<td>$ 64,501,580</td>
<td>$ 21,593,837</td>
<td>33.48%</td>
</tr>
</tbody>
</table>

## SELECTED OTHER INFORMATION

<table>
<thead>
<tr>
<th>Collections</th>
<th>FY 19-20 Actual</th>
<th>FY 20-20 Actual to Date</th>
<th>Total Collected F-YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debt Setoff</td>
<td>$ 46,538</td>
<td>$ 228</td>
<td>$ 5,228</td>
</tr>
<tr>
<td>Surplus</td>
<td>$ 57,818</td>
<td></td>
<td>$ 41,746</td>
</tr>
</tbody>
</table>
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, a Consultant has been selected to assist with the legislative updates to the Unified Development Ordinance (UDO) updates to become effective July 1, 2021. 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, five (5) tickets were issued.

<table>
<thead>
<tr>
<th>Code Enforcement</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Jan</td>
</tr>
<tr>
<td>Site/Subdivision Plans</td>
<td></td>
</tr>
<tr>
<td>Planning Commission</td>
<td>2</td>
</tr>
<tr>
<td>Staff Level</td>
<td>0</td>
</tr>
<tr>
<td>Rezonings</td>
<td>2</td>
</tr>
<tr>
<td>Historic District Commission</td>
<td></td>
</tr>
<tr>
<td>Commission Review</td>
<td>1</td>
</tr>
<tr>
<td>Staff Review</td>
<td>1</td>
</tr>
<tr>
<td>Grass Cutting # Lots</td>
<td>0</td>
</tr>
<tr>
<td>Grass Cutting Payments</td>
<td>0</td>
</tr>
<tr>
<td>Junk Vehicles</td>
<td>0</td>
</tr>
<tr>
<td>Tagged Vehicles</td>
<td>0</td>
</tr>
<tr>
<td>Illegal Signs Removed</td>
<td>0</td>
</tr>
<tr>
<td>Bags of Litter Picked Up</td>
<td>292</td>
</tr>
</tbody>
</table>

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Stoney Creek Greenway
- The greenway extends from Royall Avenue to Quail Park along Stoney Creek, approximately 1,600 linear feet;
- Engineering and Planning staff met with NCDOT on November 12, 2020 and plans are being updated for submittal to NCDOT.

Phase IV Sewer Collection Rehabilitation
- This project is 95% complete;
- Staff is preparing punch list items for the contractor to complete rehab work;
- Subcontractors are onsite finishing up services and punch list work detailed by McKim & Creed;
- A final change order will be created to address overruns and underruns in the bid line items and will be taken to City Council in December;
- Previous change orders amended the contract completion date to December 2020.

2019 Infrastructure Recovery (Golden Leaf Foundation)
- This project consists of sewer rehabilitation and storm drainage improvements in various areas;
- This project is 95% complete;
- Remaining work includes installing a manhole on Grantham Street near Franklin Bakery;
- Final completion anticipated for December 2020.

2020 Street Improvements Project
- This paving project includes:
  1. Oak Hill Drive from North Berkeley Boulevard to Green Drive;
  2. East Chestnut Street from South Slocumb Street to South Leslie Street;
  3. Hawthorne Street from Oleander Avenue to Andrews Avenue;
  4. Mimosa Street from Claiborne Street to Randolph Street;
- Paving project is underway with contractor performing preliminary work on each street as follows:
  Undercutting of Oak Hill Drive in preparation for proof roll and then stone;
  Water line has been laid and tie-ins completed for East Chestnut Street;
  Curb and gutter and stone has been installed for Hawthorne Street;
  Clearing on Mimosa Street has been completed.
- This project is 50% complete with a contract completion date of February 27, 2021.

2020 Street Resurfacing
- Staff is working to develop a more detailed cost estimate to determine if additional street segments can be added to include streets that were disturbed as part of the Phase IV Sewer Rehab Project;
- Once the detailed estimate is developed, staff will seek final approval from City Council prior to advertising for bids in January 2021.
2020 Wastewater System Improvements - SJAFB Sewer Outfall Improvements – FB2020-003
- City Council awarded a contract to Vortex Services, LLC on July 13th for $370,597.40;
- In addition to SJAFB Sanitary Sewer Outfall Improvements, this project includes Glen Oak Drive Sanitary Sewer Outfall Connection;
- Notice to proceed date is set for December 1, 2020 with a contract completion date of March 26, 2021.

2017 Wastewater System Improvements – FB2020-002
- City Council awarded a contract to AM-Liner East, Inc. on May 4, 2020 for $502,287;
- The project consists of sewer rehabilitation along North Carolina Street from Holly Street to Ash Street, sewer rehabilitation along the Big Ditch Outfall from George Street south to Crump Street; and sewer rehabilitation of a 200-foot segment from the Little River Outfall into old Cherry Hospital campus;
- Pre-CCTV work has been partially completed;
- This project is 5% complete;
- Contract completion date is March 24, 2021.

2017 Water System Improvements
- This project consists of creating a separate pressure zone in the New Hope area by installing a booster pump station at the New Hope Water Tank and a couple of pressure reducing valves at the extreme ends of the new pressure zone;
- Design plans and specifications have been sent to NCDEQ for review in June 2020;
- Design plans and specifications are anticipated to be approved by NCDEQ by November/December 2020.

Ash Street/Alabama Avenue Sidewalk
- This project consists of installing sidewalk from the right-of-way of NC Railroad along Ash Street to Alabama Street then down Alabama Street to Oak Street;
- Construction plans are 90% complete;
- Waiting on NCDOT to install handicap ramps along the project;
- Duke Energy has relocated conflicting poles;
- Engineering and Planning staff have requested a meeting with NCDOT to get an update on project status.

Best Management Practices (BMPs) Inspections
- Approximately 308 BMPs have been approved and 258 BMPS have been constructed to date;
- All BMP inspections are temporarily on hold pending replacement of construction inspector.
PREPARED BY: CL/JD
DATE PREPARED: 12.7.2020

Fire Prevention and Outreach

- 11/7 – Community Service - Pastor Appreciation Ride-by – 111 Hooks River Rd.
- 11/9 – Community Service - Birthday Ride-by – 1318 Stephens St.
- 11/9 – Community Service – Car Seat Installation – Station 2
- 11/14 – Community Service – Birthday Ride-by – 913 E Elm St.
- 11/14 – Community Service – Car Seat Installation – Station 2
- 11/19 – Public Education – Truck Tour – Station 1
- 11/20 – Community Service – Adoption Day Parade Celebration – James St.
- 11/21 – Community Service – Birthday Ride-by – 801 Luther Dr.
- 11/22 – Community Service – Birthday Ride-by – 407 N George St.
- 11/29 – Community Service – Birthday Ride-by – 603 Weaver Dr.

Working Structure Fires

- 11/26 – 139 Millers Chapel Rd.

Working Vehicle Fires

- 11/11 – 905 S Slocumb St.
- 11/17 – 124 Dupont Cir.
- 11/18 – 1101 Deveraux St.
- 11/20 – 700 E Ash St.

<table>
<thead>
<tr>
<th>2020</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Avg</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Incidents:</td>
<td>198</td>
<td>187</td>
<td>166</td>
<td>111</td>
<td>118</td>
<td>208</td>
<td>213</td>
<td>213</td>
<td>233</td>
<td>203</td>
<td>204</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Structure Fires:</td>
<td>10</td>
<td>4</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td>6</td>
<td>2</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMS Calls:</td>
<td>70</td>
<td>81</td>
<td>73</td>
<td>7</td>
<td>21</td>
<td>74</td>
<td>89</td>
<td>68</td>
<td>80</td>
<td>88</td>
<td>76</td>
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</tr>
<tr>
<td>Vehicle Accidents:</td>
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<td>22</td>
<td>26</td>
<td>25</td>
<td>26</td>
<td>29</td>
<td>27</td>
<td>42</td>
<td>34</td>
<td>34</td>
<td>33</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Alarms:</td>
<td>46</td>
<td>29</td>
<td>26</td>
<td>38</td>
<td>33</td>
<td>46</td>
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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.
Total Part I Crime (Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny, Motor Vehicle Theft, and Arson) for November 2020 were 167, compared to 168 for November 2019.

Property with an estimated value of $222,780 was reported stolen, while property with an estimated value of $53,446 was recovered.

Officers arrested 131 people and issued 302 citations during the month. There were 30 drug-related charges.

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

Revenue collected for November 2020 included:

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### PART I CRIME COMPARISON & TREND

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![Logo](https://www.goldsboronc.gov)
Parks & Recreation  
November - 2020  
Prepared By: Joshua Shockley/Felicia Brown  
Date Prepared – 12/10/2020

- Goldsboro Golf Course – "414th" Golf Tournament (Nov.13th – 40 players) / Southeastern Seniors (Nov. 24th – 45 players)
- Bryan MSCX – Hosted the Raleigh LaxFest tournament that included 108 teams.
- Special Populations programing partnered with "A Small Miracle" to host a Fall Craft event (22 participants – 4 face to face – 18 virtual)
- Beaver Moon Ride 2020 was held on November 29th (32 participants)

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

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<td>$807,785</td>
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Inquiries were fulfilled for the month of November by the TTO—784 e-inquiries.

Total hotel revenue generated in October was $1,687,482, which is down -15.3% YOY. November revenue not yet released.

For the month, TTO Facebook page had 200 new page likes. Instagram page has 63 new followers. Twitter page gained 0 new followers.

TTO received a second tourism recovery promotion grant through the State of NC in the amount of $10,750. Funding was made available through NC House Bill 1023 and must be used by Dec. 30, 2020.

TTO was also awarded a second sporting event grant from NC Sports Association in the amount of $2,400 to apply towards the approved expenses related to the youth girls soccer tournament Feb 14-15 at the Bryan Multi-Sports Complex, which is expected to bring 50 teams from across the state.

Year to date, the TTO has secured $113,650 of covid-relief funding in the form of marketing credit or grant funding to help alleviate the impact of covid-19 on the travel industry and marketing efforts.

On November 14-15, Goldsboro hosted the Raleigh LaxFest for the first time attracting 108 teams from across the country to the area for the two-day tournament. Over 6,000 visitors came to Wayne County, which generated over $900,000 in visitor spending within Wayne, Lenoir, Johnston, and Wilson counties.

TTO is back in conversation with the Mountains to Sea Trail office to work with their cartographer and GIS expert on identifying the best land route connection through Wayne County. A kick off project call between tourism, planning, and parks is scheduled for the first week of January.

After 4 years of soliciting a hotel to compliment the Maxwell Center, a hotel developer is now in contract with the county, hotel franchise, and city officials to move forward with hotel development under the Hilton brand.

We are currently working with city finance office to correct a collections glitch that shows an unusual decrease in collections for Nov 2020.

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### City Occupancy Tax Collections

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<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
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CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 21, 2020 COUNCIL MEETING

SUBJECT: Z-10-20 – Wayne Oil Company, Inc. - Northwest corner of Wayne Memorial Drive and Fourth Street (Neighborhood Business to General Business Conditional District)

BACKGROUND: The applicant requests to rezone a portion of the subject property from Neighborhood Business (NB) to General Business Conditional District (GBCD) for the operation of an automatic car wash.

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

Lot #1:
Frontage: 297.41 ft. (Wayne Memorial Drive)
325 ft. (Fourth Street)
Area: 141,700 sq. ft., or 3.25 acres
Zone: Neighborhood Business (NB) / General Business Conditional District (GBCD)

Lot #2:
Frontage: 83.69 ft. (Wayne Memorial Drive)
Area: 8,596 sq. ft., or 0.19 acres
Zone: Neighborhood Business (NB)

Area Proposed for Rezoning:
Frontage: 164.05 ft. (Wayne Memorial Drive)
Area: 40,355 sq. ft., or 0.926 acres
Zone: Neighborhood Business (NB)

Surrounding Zoning:
North: Residential (R-9);
South: Residential (R-9), Office and Institutional (O&I-1), Neighborhood Business (NB);
East: Neighborhood Business (NB); and
West: Neighborhood Business (NB) and Residential (R-9)
**Existing Use:** The subject properties are currently occupied by an existing business formally known as Wayne Oil Company, Inc.

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

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

**DISCUSSION:**

The submitted site plan indicates a single-story, 3,604 sq. ft. building of masonry and brick construction proposed for use as a drive-through automatic car wash facility.

A floor plan has been provided and consists of an express tunnel car wash, a lobby area, an office, restrooms and an equipment room.

In addition to the car wash, two automatic pay stations are proposed for the site, 28 parking spaces and 31 vacuum stations to be used by customers of the business.

**Hours of Operation:**

- Monday-Saturday 8am-8pm
- Sunday 9am-8pm

**Employees:** 4 Employees (Shifts)

**Access:** The site will be served by two new driveways off Fourth Street. Driveways are being limited to Entrance and Exit only with the Entrance Driveway being the most northern driveway. NCDOT has reviewed the proposed car wash and supports no driveway access from Wayne Memorial Drive, if the proposed site can have potential safer access elsewhere. If the City is concerned about proposed access off of Fourth Street and absolutely requires access from Wayne Memorial Drive, NCDOT would require a turn lane along Wayne Memorial Drive with right-in only access.

**Parking:** A total of 28 parking spaces have been provided including 2 handicap accessible parking spaces. A drive-through
aisle is shown beginning at the rear of the site for stacking of an estimated 14 vehicles upon entry into the car wash bay area.

**Sidewalks:** Exterior sidewalks are not shown on the submitted site plan. The applicant will be required to install sidewalks along Wayne Memorial Drive for approximately 143 linear feet and along Fourth Street approximately 228 linear feet or a modification will be necessary. If the modification is approved, the applicant will be required to pay a fee in lieu of in the amount of $6,678 to the City of Goldsboro for sidewalk construction.

**Landscaping:** The landscape plan indicates a required Type A, 5 ft. wide landscape buffer along the northern and eastern property lines. A total of 10 street trees are proposed along Wayne Memorial Drive and Fourth Street accompanied by evergreen shrubs to serve as the required vehicular surface buffer. Vehicular surface area plantings are also represented on the landscape plan and in accordance with the landscape requirements of the Unified Development Ordinance.

**Building Elevations:** The proposed automatic car wash building exterior consists of a metal standing seem roof, EIFS Wall System, split-face masonry block and brick veneer columns, stacked stone veneer bases and architectural wood brackets.

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

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

Storm water calculations, grading and drainage plans have not been submitted. The site plan does indicate a proposed stormwater pond to serve both the car wash and future development of adjacent property to the east. The applicant will be required to submit plans in accordance with City Engineering standards before construction permits are released.

**Refuse collection:** A concrete pad is shown as the end of the parking lot to the north for the location of a commercial dumpster. The dumpster enclosure will match the elevations of
the car wash facility and be screened in accordance with City standards.

At the public hearing held on November 16, 2020, the applicant came forward and spoke in favor of the request. One person came forward to speak in opposition citing noise and lighting concerns, no others appeared to speak for or against the request.

The Planning Commission, at their meeting held on November 30, 2020, recommended approval for the change of zone request from Neighborhood Business (NB) to General Business Conditional Zoning district (GB CD) for the operation of an automatic car wash.

City Council at their meeting held on December 7, 2020, deferred action until their next meeting scheduled for December 21, 2020.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and

1. Find the request consistent with the City’s adopted Comprehensive Land Use Plan and;

2. Adopt an Ordinance changing the zoning for the property from Neighborhood Business (NB) to General Business Conditional Zoning district (GB CD) for the operation of an automatic car wash.

3. Approve Site and Landscape Plan with modification to install City sidewalks along Fourth Street and pay a fee in lieu of sidewalk construction in the amount of $6,678.
ORDINANCE NO. 2020 -

AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA

CODE OF ORDINANCES

WHEREAS, after notice duly given according to law, a public hearing was held before the City Council and the Planning Commission at a regular meeting held in the City Hall Annex, Large Conference Room, City Hall, on Monday, November 16, 2020, at 7:00 p.m., for the purpose of considering and discussing the passing of an ordinance amending the Unified Development Ordinance of the City of Goldsboro, North Carolina; and

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

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

1. That the Unified Development Ordinance of the City of Goldsboro, North Carolina Code of Ordinances, be and the same is hereby amended by changing:

   From Neighborhood Business (NB) to General Business Conditional Zoning district (GB CD) for the operation of an automatic car wash.

   Z-10-20 Wayne Oil Company, Inc. - Located on the northwest corner of Wayne Memorial Drive and Fourth Street

   The Wayne County Tax Identification Number is 3509-49-9397 (portion of).

2. That the Official Zoning Map, Goldsboro, North Carolina, on file in the Office of the Director of Planning and Community Development be promptly changed to reflect this amendment and the appropriate entries in reference thereto be entered in the descriptive record of changes as provided in Section 2 of the Unified Development Ordinance.

3. That this Ordinance shall become effective from and after the entry of the changes or amendments herein made on the said Official Zoning Map.

   Adopted this ______ day of ______________________, 2020.

______________________________
Mayor

Attested by:

______________________________
City Clerk
Z-10-20 WAYNE OIL COMPANY INC.
REZONING REQUEST: FROM (NB) TO (GB CD)

REZONING REQUEST

OWNER: WAYNE OIL COMPANY, INC.
APPLICANT: BALDWIN DESIGN CONSULTANTS
REQUEST: FROM NEIGHBORHOOD BUSINESS (NB) TO
GENERAL BUSINESS CONDITIONAL DISTRICT (GB CD)
PIN #: 3509-49-9397
LOCATION: 1301 WAYNE MEMORIAL DRIVE

The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.
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OWNER: WAYNE OIL COMPANY, INC.
APPLICANT: BALDWIN DESIGN CONSULTANTS
REQUEST: FROM NEIGHBORHOOD BUSINESS (NB) TO GENERAL BUSINESS CONDITIONAL DISTRICT (GB CD)
PIN #: 3509-49-9397
LOCATION: 1301 WAYNE MEMORIAL DRIVE

GOLDSBORO
BE MORE DO MORE SEYMOUR

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CITY OF GOLDSBORO
AGENDA MEMORANDUM
DECEMBER 21, 2020 COUNCIL MEETING

SUBJECT: S-8-20 – Wayne Oil Company, Inc. (Preliminary Subdivision Plat - 2 Lot Final) Northwest corner of Wayne Memorial Drive and Fourth Street

BACKGROUND: The applicant intends to recombine and divide portions of previously subdivided and recorded lots for the purpose of sale and commercial development.

According to the City’s Unified Development Code, the applicant is required to follow the City’s major subdivision approval process since the property is greater than 3 acres. City Council approval is required.

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

Total Area: 3.46 acres or 150,717 sq. ft.

Total Lots: 2

Lot #1: 0.926 acres or 43,336 sq. ft.

Lot #2: 2.537 acres or 110,511 sq. ft.

Zoning: Neighborhood Business/General Business Conditional District

The proposed preliminary subdivision plat is associated with a rezoning request (Z-10-20) and site plan approval (SITE-29-20). If the rezoning and site plan are approved by City Council, the use of Lot #1 would be limited to an automatic car wash.

DISCUSSION: The applicant proposes to subdivide property into two new lots for sale and commercial development.

Engineering Comments: The property is not located in a Special Flood Hazard Area. City water and sewer are available to serve the new lots. No new streets are proposed.
The Planning Commission, at their meeting held on November 30, 2020, recommended approval of the Preliminary Subdivision Plan.

City Council at their meeting held December 7, 2020, deferred action until their next meeting scheduled for December 21, 2020.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and approve the Preliminary Subdivision Plan.

Date: 12/14/20

Planning Director

Date: 12/15/20

City Manager
SUBDIVISION PLAN:

CASE NO: S-8-20
APPLICANT: WAYNE OIL COMPANY, INC.
PIN #: 3509-49-9397 (portion of)
LOCATION: 1301 WAYNE MEMORIAL DR.
NUMBER OF LOTS: 2-LOT SUBDIVISION
City of Goldsboro
P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2020-85

RESOLUTION EXPRESSING APPRECIATION
FOR SERVICES RENDERED BY DWAYNE DEAN
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 29 YEARS

WHEREAS, Dwayne Dean retires on January 1, 2021 as a Major with the Goldsboro Police Department of the City of Goldsboro with more than 29 years of service; and

WHEREAS, Dwayne began his career on July 24, 1991 as a Police Officer with the Goldsboro Police Department; and

WHEREAS, on September 3, 1997, Dwayne was promoted to Detective with the Goldsboro Police Department; and

WHEREAS, on June 15, 2011, Dwayne was promoted to Sergeant with the Goldsboro Police Department; and

WHEREAS, on July 1, 2015, Dwayne was promoted to Captain with the Goldsboro Police Department; and

WHEREAS, on November 23, 2016, Dwayne was promoted to Major with the Goldsboro Police Department where he has served until his retirement; and

WHEREAS, Dwayne has proven himself to be a dedicated and efficient public servant who 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 Dwayne Dean 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 Dwayne 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 21st day of December, 2020.

[Signature]
Chuck Allen
Mayor
RESOLUTION NO. 2020-85

RESOLUTION EXPRESSING APPRECIATION
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________________________
Mayor

Attested by:

___________________
City Clerk