

**GOLDSBORO CITY COUNCIL  
REGULAR MEETING AGENDA  
MONDAY, AUGUST 19, 2019**



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

- I. ADOPTION OF THE AGENDA**
- II. WORK SESSION–5:00 P.M. – CITY HALL ADDITION, 200 N. CENTER ST., ROOM 206**
  - OLD BUSINESS**
    - a. Health Department Allocation Request to Combat Opioid Abuse (Mayor)
    - b. Replacing Council Member-District 3 (City Attorney/Mayor)
    - c. Golf Course Maintenance Equipment Discussion (Parks and Recreation)\**Attachment Included*
  - NEW BUSINESS**
- III. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER ST.**

Invocation (Archbishop Anthony Slater, Tehillah Church Ministries)  
Pledge of Allegiance
- IV. ROLL CALL**
- V. APPROVAL OF MINUTES (\*Motion/Second)**
  - A.1 Minutes of the Work Session and Regular Meeting of June 3, 2019
  - A.2 Minutes of Recessed Meeting of June 6, 2019
- VI. PRESENTATIONS**
  - B. Resolution Expressing Appreciation for Services Rendered by Edward Lutz as an Employee of the City of Goldsboro for More Than 30 Years
  - C. Opioid Use Disorder Awareness Week Proclamation
- VII. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)**
- VIII. CONSENT AGENDA ITEMS (\*Motion/Second--Roll Call)**
  - D. Purchase Order Rollover FY19 to FY20 Operating Budget Amendment (Finance)
  - E. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for Surplus Real Property (Finance)
  - F. Authorize final sale on surplus real property 501 Dail Street (Finance)
  - G. City of Goldsboro Personnel Policy Revision – Anti-Harassment Policy (Human Resources)
  - H. Change Order - Phase IV Sewer Collection Rehabilitation Formal Bid No. 2018-004 (Engineering)
  - I. Kingdom Festival and BBQ Cook-off -Temporary Street Closing Request (Police)
  - J. DGDC Annual Dinner-Temporary Street Closing (Police)
  - K. Departmental Monthly Reports
- IX. ITEMS REQUIRING INDIVIDUAL ACTION (\*Motion/Second)**
- X. CITY MANAGER’S REPORT**
- XI. MAYOR AND COUNCILMEMBERS’ REPORTS AND RECOMMENDATIONS**

- L. Resolution Commending and Expressing Appreciation to Mark Stevens for Serving as a Goldsboro City Councilmember for Four Years

**XII. CLOSED SESSION**

**XIII. ADJOURN**



# Goldsboro Municipal Golf Course Maintenance Equipment Lease

- City of Goldsboro has a lease for maintenance equipment used at Goldsboro Municipal Golf Course
- This 59 month lease has concluded
- Equipment lease cost was for \$3,901.77/month plus tax; that equates to \$46,821.24/year
- Equipment lease was for seven (7) pieces of equipment; one of which the City of Goldsboro is interested in purchasing

*(Approved in FY19-20 P&R Budget to purchase this piece of equipment to assist with cutting Ballfields, Bryan MSCX, etc.)*

## Why is this equipment important:

- Goldsboro Municipal Golf Course is the host course for several tournaments, collegiate practices, high school practices and play
- There is a need to continue using these types of equipment to maintain the current level of service
- These pieces of equipment are responsible for cutting the greens, the fairway, the rough, the driving range and thick vegetation (including small trees and shrubs)
- No one piece of equipment can do all of these things

## What are our options:

- Purchase new equipment (6 pieces) = \$283,222.92 plus tax
- Purchase old equipment (7 pieces) = \$105,000.00 plus tax
- 2 Yr Lease on old equipment (7 pieces), with City of Goldsboro owning equipment at end of lease = \$4,673.86/month plus tax
- Lease new equipment (6 pieces) = \$4,755.59/month plus tax OR \$54,705.45 annually plus tax
- Staff recommendation: Lease new equipment with annual payment option

## Why do staff support lease option:

- Cost “savings” on either purchasing or leasing the current equipment will be lost with continued and increased maintenance costs
- These maintenance costs were not budgeted as funds were approved to lease new equipment
- Funds were not approved to buy new or current equipment
- Savings of \$10,000 leasing new equipment with annual payment option instead of purchasing new equipment

# Questions?

- Greensmaster 3150 (2) – Used to cut the greens; runs every day
- Reelmaster 5510 (2) – Used to cut the fairway (fairway mowers); each mower runs at least 3 days/week
- Groundsmaster 4500 – Used to cut the rough at the Golf Course; runs at least 3 days/week. Mower is also used to cut the Driving Range – runs a minimum of an additional half day for this
- Groundsmaster 3280 – Used to cut the rough, thick vegetation including small trees and bushes. Runs all week
- Groundsmaster 3500 – Used to help cut the rough\*\*





Greensmaster 3150 –  
used to cut the greens

Reelmaster 5510 –  
used to cut the fairway



Groundsmaster 4500 –  
used to cut the rough and  
Driving Range



Groundsmaster 3280 – used to cut rough, thick vegetation (small trees, shrubs)



Groundsmaster 3500 – approved to purchase in FY19-20 P&R Budget

- Greensmaster 3150 - 1734.3 hours
- Greensmaster 3150 - 3119.1 hours
- Reelmaster 5510 - 1151.0 hours
- Reelmaster 5510 - 977.0 hours
- Groundsmaster 4500 - 2193.7 hours
- Groundsmaster 3280 - 711.0 hours
- Groundsmaster 3500 - 234.0 hours\*

\*Approved in FY19-20 P&R Budget to purchase this piece of equipment to assist with cutting Ballfields, Bryan Multi-Sports Complex, etc.

- 1000 hours on this equipment is similar to 100,000 miles on a car
- Once equipment gets 10-12 years old, there is more difficulty finding parts for it
- Money is already in our FY19-20 Golf Municipal Golf Course Budget for equipment lease

MINUTES OF MEETING OF THE MAYOR AND CITY COUNCIL HELD  
JUNE 3, 2019

**WORK SESSION**

The Mayor and City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on June 3, 2019 with attendance as follows:

Present:

- Mayor Chuck Allen, Presiding
- Mayor Pro Tem Bill Broadaway
- Councilmember Antonio Williams
- Councilmember Mark Stevens
- Councilmember Bevan Foster
- Councilmember David Ham
- Councilmember Gene Aycock
- Ron Lawrence, Attorney
- Tim Salmon, City Manager
- Randy Guthrie, Assistant City Manager
- Melissa Capps, City Clerk
- LaToya Henry, Public Information Officer
- Octavius Murphy, Assistant to the City Manager
- Jennifer Collins, Planning Director
- Scott Williams, IT Director
- Felicia Brown, Interim P&R Director
- Mike Wagner, Deputy Public Works Director – Utilities
- Rick Fletcher, Public Works Director
- Joe Dixon, Fire Chief
- Julie Metz, DGDC Director
- Bernadette Dove, HR Director
- Shycole Simpson-Carter, Community Relations Director
- Catherine Gwynn, Finance Director
- Andrea Thompson, Assistant Finance Director
- Allen Anderson, Chief Building Inspector
- Ken Conners, News Director – Curtis Media Group East
- Ken Fine, Citizen
- Eddie Fitzgerald, News Argus Reporter
- Keyon Carter, Citizen
- Lonnie Casey, Citizen
- Bobby Mathis, Citizen
- Della Mathis, Citizen
- Alicia Pierce, Citizen
- Yvonnia Moore, Citizen
- Carl Martin, Citizen
- Constance Coram, Citizen
- Sylvia Barnes, Citizen
- Ravonda Jacobs, Citizen
- DR Halliday, Citizen
- Mario White, Attorney

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

**Adoption of the Agenda.** Mayor Pro Tem Broadaway made a motion to adopt the agenda. The motion was seconded by Councilmember Stevens. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Stevens, Ham and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

**Closed Session Held.** Upon motion of Councilmember Aycock, seconded by Councilmember Ham and unanimously carried, Council convened into Closed Session to discuss a personnel matter.

Council came out of Closed Session.

Councilmember Foster stated we were supposed to discuss summer meals. Mayor Allen shared information was sent out in the updates. Councilmember Foster stated we are supposed to talk about it here.

**Censure Hearing Procedure Discussion.** Attorney Lawrence stated last week we sent out a proposed resolution and procedures with regards to the censure procedure. At this point I would suggest you adopt a resolution that sets forth some procedural rules.

Councilmember Williams stated he would like to submit for the record censure hearing rules of procedure I got from another city, a copy of the handout is available in the Clerk's office.

Council discussed. Councilmember Williams stated I don't think it is legal, it states subpoenaing witnesses, that they do not have to testify, I think that is kind of leading individuals. I think a court of law would have a problem with that. We don't have that authority to tell people what they can do.

Councilmember Foster asked how you can subpoena somebody and then you say that you don't have to testify.

Councilmember Williams asked who wrote this draft.

Attorney Lawrence stated I did. In 160A-80, allows the City Council to subpoena witnesses and if they do not appear you can go to court and have the court compel them to appear, or find them in contempt, so it has the power to have people to appear, what they decide to testify to, you have to wait to see what they say.

Councilmember Williams handed Attorney White a copy of the documents and asked him to review and stated tell me what you think. Attorney White stated the only issue I have, who will determine whether or not it is a legitimate claim of the fifth.

Councilmember Foster stated according to this the Mayor is basically acting as a judge. From me being on this Council, he shows a lot of biasness when it comes to this case. So with that, if someone does plea the fifth he could automatically say, if he is the one with the power to do that, let it go.

Discussion continued. Councilmember Williams shared information regarding the information he submitted in regards to selecting a citizen committee and others to make sure it is fair, doing otherwise is a violation of my due process.

Councilmember Stevens shared concerns regarding the process of acting as judge and jury. Councilmember Stevens suggested letting the court figure out.

Discussion continued.

Mayor Pro Tem Broadaway made a motion to adopt the Resolution enacting procedures for a censure hearing. Councilmember Aycock seconded the motion. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Stevens, Ham and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

#### RESOLUTION NO. 2019-45 "RESOLUTION OF THE CITY COUNCIL OF GOLDSBORO ENACTING PROCEDURES OF CENSURE HEARINGS"

Mayor Allen stated if you or your attorney or the Council reads this and we want to add to this, this thing is not until July, we have time to change it.

Councilmember Williams stated this procedures seems to be based on the fact that I am going through the censure process that in itself is illegal, we should have had something

on record months ago, I just want to put that on record, it is illegal, you are breaking rules, and you are breaking rules of ethics.

Councilmember Ham made a motion to adopt Exhibit A Censure Hearing Rules of Procedure as part of the Resolution. Mayor Pro Tem Broadaway seconded the motion. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Stevens, Ham and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

Mayor Allen stated in full transparency during closed session it was discussed getting it out there, releasing the report, the employee has signed and agreed to the release. Mayor Allen asked Attorney Lawrence to share what is required to release the confidential information.

Attorney Lawrence stated if it is a part of a personnel file, the person that would be the complainant if something was released would be the personnel or the employee. If the employee authorizes the release of that personnel information, then they can authorize the release to any person that they choose to authorize the release to. In this situation, the employee consulted with her own attorney, her attorney consulted with me, he drafted a final release authorization for his client to sign, she signed that authorization and that authorization does require that any other employee names be redacted. There are procedures in the statutes with regards to the city council can release information if they feel it is necessary for productive business. My recommendation was that if this Council was going to release this report, that one I felt like obviously an authorization was needed, in addition to that, I felt as though the Council should decide amongst themselves which would be pursuant to a motion and a vote that the report is necessary for conducting the business of the Council as it moves forward, if it was going to move forward in the censure proceedings.

Councilmember Williams asked how he would subpoena these individuals if the names are redacted. Attorney Lawrence stated you read the report in Closed Session. Councilmember Williams stated I did not get a chance to thoroughly read it. Attorney Lawrence stated I think we can work though that issue, as far as witnesses are concerned, I can get with Mr. White, we can work through that particular subject, if he is going to be the one that will be representing you through those procedures.

Councilmember Stevens made a motion to release the report with the names redacted as discussed. Councilmember Aycock seconded the motion. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Stevens, Ham and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

Attorney Lawrence stated redactions will need to be made throughout the report and exhibits as well. If you would like to make a public records request, you can contact the city clerk.

Councilmember Williams asked shouldn't the report have been available in the clerk's office as soon as the censure procedures began. The city clerk should have had it available to the public. Attorney Lawrence stated I disagree with that, if you recall, the opinion was it was part of the personnel file. Councilmember Williams stated according to the model code of ethics it should have been there, we are taking backward steps, it is unfair to the public, it is a crime, it is a conspiracy.

**Boards and Commissions Discussion.** Council reviewed vacancies on the Mayor's Committee for Persons with Disabilities and the Goldsboro Tourism Council. The Mayor's Committee for Persons with Disabilities has received five applications and at this time the committee has put forth no recommendations. The Goldsboro Tourism Council recommends Edward Davis (hotelier) to fill the term of Jennifer Wicks and the appointment of Diane Belmont to fill the term of Eddie Edwards.

Councilmember Stevens stated Ms. Judith Gray has expressed interest for a number of years to be a part of the Tourism Council. Ms. Ashlin Glatthar shared Ms. Gray is

serving on the County’s Tourism Board. Council agreed on the appointments and staff will bring back a resolution at the next meeting.

**Scheduling a Budget Work Session.** Council discussed potential dates and time for a budget meeting. Council consensus was Thursday at 2:00 p.m.

**Consent Agenda Review.** Each item on the Consent Agenda was reviewed. Additional discussion included the following:

**Item M. Contract Award for Phase II of the Design-Build Services for the Construction of Center Street Streetscape Phase III Project.** Councilmembers Foster and Williams expressed concerns using CDBG funds to support costs associated with the public restroom facilities and the community splash pad in the amount of \$250,000.

Upon motion of Councilmember Foster, seconded by Councilmember Aycock and unanimously carried, Council pulled Item M. Contract Award for Phase II of the Design-Build Services for the Construction of Center Street Streetscape Phase III Project from the Consent Agenda and deferred for two weeks.

**Item S. Addition to the City of Goldsboro Code of Ordinances Pertaining to Golf Carts in the City.** Councilmember Foster expressed safety concerns with allowing golf carts. Council discussed the ordinance.

Councilmember Stevens made a motion to rethink, reword the ordinance, we come back with something else. Councilmember Foster seconded the motion.

Councilmember Aycock stated we have walking and bicycle trails, how many people get killed every year in bicycle accidents or pedestrians. Discussion continued.

Mayor Allen called for a vote. Councilmembers Stevens, Williams and Foster voted in favor of the motion. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Ham and Aycock voted against the motion. Mayor Allen stated the motion failed.

Mayor Allen asked if we could change the age from 18 to 16, any licensed driver.

Councilmember Aycock made a motion to change the age from 18 to 16. The motion was seconded by Councilmember Ham. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Stevens\*, Ham and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

\*Councilmember Stevens did not vote in favor of or against the motion, therefore his vote counted as an affirmative vote.

**Item V. Goldsboro-Wayne County Feature Story on Season 3 of the History Channel’s Show, “It’s How You Get There.”** Ms. Ashlin Glatthar shared the following information:

#### About the Show

- History Channel Show
- Is pitched as a sort Americana via road trip show that features interesting vehicles, restaurants, and roads
- Rated #2 on Sunday night primetime
- Going on third season
- Success of seasons 1 & 2 led to reruns on FYI Channel and Amazon Prime now streams both seasons
- Show appeals to travel, thrill, and transportation enthusiasts by following three friends who travel around the country using exciting modes of transportation that ultimately highlight interesting destinations and “hidden gems”

#### Why Goldsboro?

- Producers haven’t explored eastern NC as a fit for their show.



- On the map, Goldsboro is the geographic heart of ENC, so they gave us a call to learn more about us.

### Potential Storyboard

After our initial call, the storyboard that peaked the producer's interest involved featuring daytime activities at Busco Beach ATV Park and Seymour Johnson AFB, such as public tours and witnessing some airpower, followed by nightlife and places to kick back and relax after an exciting day. The producers also asked if we have a defined food scene that we encourage people to check out before leaving town. Our BBQ scene is established and well-known in our area, and they really liked the sound of that not having featured BBQ yet on their show.

### The Opportunity

- Attracts national attention to Goldsboro
- Enhances Goldsboro's image and builds local pride
- Reruns on FYI Channel and streaming on Amazon Prime
- Goldsboro will own rights to the full episode
- Goldsboro will own rights to a b-roll to use for future video creation
- Own rights to use the logos for History Channel, FYI, and Amazon Prime for marketing purposes, such as "As seen on" or "Featured on"

### Time

- Producers will work closely with the City to develop storyline.
- Phone meetings possible 1-2x/month leading up to filming.
- Filming lasts 2-3 days bringing in 10-12 people for crew and talent.
- Filming will occur sometime between June – October.

### Budget

There is a \$40,000 production fee to cover the logistics of film and the right to logos, b-roll, & episode itself.

### Funding Options

Tourism Fund Balance:	\$30,000
Downtown Fund Balance:	<u>\$10,000</u>
Total:	\$40,000

### Investment Perspective

#### Testimonial

Kentucky Farm Bureau Insurance was featured in an episode.

So what exactly does Kentucky Farm Bureau have to do with any of this? Quite simply, it was a unique marketing opportunity that the company couldn't pass up. "The producer of the show called us and explained that they were going to be in Kentucky and were looking for a local insurance company to write into the script," said Dan Smaldone, Director of Communications at KFB Insurance. "The value for us was immeasurable from an advertising and marketing perspective. Through our involvement in the show, we were able to help tell the story of why insurance is important. This was a unique way to positively represent our brand and state not only within Kentucky's borders, but across the entire U.S. as well."

Councilmember Stevens expressed concerns regarding the costs. Council discussed. Councilmember Broadway stated he felt like it was a good investment. Councilmember Williams stated my concern is we are trying to feed the kids for the summer if we can allocate \$40,000 we can allocate \$10,000, \$20,000 or \$30,000 for the kids. Ms. Ashlin Glatthar stated these are occupancy tax funds which are legislatively earmarked for opportunities like this, I cannot use it for anything outside of its realm, purpose of occupancy tax.

Councilmember Aycock made a motion to approve the appropriation of \$40,000 for the production fee. Mayor Pro Tem Broadway seconded the motion. Mayor Allen, Mayor Pro Tem Broadway and Councilmember Aycock voted in favor of the motion. Councilmember Williams, Stevens, Foster and Ham voted against the motion. Mayor Allen stated the motion failed 3:4.

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

### **CITY COUNCIL MEETING**

The Mayor and Council of the City of Goldsboro, North Carolina, met in regular session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on June 3, 2019 with attendance as follows:

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

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

Pastor Marvin Alexander with New Spirit Church provided the invocation. The Pledge to the Flag followed.

**Approval of Minutes.** Mayor Pro Tem Broadaway made a motion to approve the Minutes of the Work Session and Regular Meeting of April 15, 2019 as submitted. The motion was by Councilmember Aycock. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Stevens, Ham and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 5:2.

**Mayor's Youth Council Senior Presentations.** Ms. Felecia Williams shared they have 22 graduating seniors this year. Ms. Williams stated they have been a very impressive group of young people. We had representation from each of the local high schools, with the exception of Spring Creek High School. We have been very active in the community. I think the seniors will agree, the most rewarding service has been partnering with the local Salvation Army to provide Hurricane Florence Relief. I would like to thank all the parents for their support and would ask if they are here to stand when your child's name is called.

The following seniors were recognized:

- Abigail Bauguess
- Isaiah Williams
- Jacob Hinson
- Nathaly Audelo
- Colin Williams
- Kasey Jones
- Enijah Pace
- Kali Kasulis
- Aanyah Sykes

Mayor Allen congratulated the seniors and encouraged them to continue their education.

**MPI Community Mentoring Program.** Pastor Marvin Alexander shared information regarding the MPI Community Mentoring Program and Wayne County Reentry Council.

Chief Mike West stated MPI is what law enforcement agencies need. Chief West shared information regarding call-ins and spoke in support of the partnership with MPI.

Ms. Cynthia Sutton with Probation and Parole also spoke in support of MPI. We ask for your continued support.

Pastor Alexander stated we are located at 620 N. Madison Avenue. Pastor Alexander asked Council to consider supporting the MPI Program.

Councilmember Stevens stated I would like to make a motion that we add funding for MPI. Mayor Allen stated we are having a budget meeting on Thursday and suggested Council discuss it at that time.

**National Donut Day Proclamation.** Mayor Allen proclaimed Friday, June 7, 2019 as National Donut Day in the City of Goldsboro and encourage our citizens to enjoy a Friday treat and think of those who are Doing the Most Good for those in the most need each day.

Mayor Allen presented a copy of the Proclamation to Captain Sherry Stokes and Captain Phillip Stokes.

**Summer Learning Week Proclamation.** Mayor Allen proclaimed proclaim July 8-13, 2019 Summer Learning Week in Goldsboro, North Carolina, enthusiastically endorse United Way of Wayne County's READ Wayne Summer Learning Day and recommit our City to engage in programs and activities to make children in Goldsboro the best readers in North Carolina.

Mayor Allen presented a copy of the Proclamation to Ms. Anna Snyder with the Wayne County Public Library.

**Public Hearing on FY 2019-2020 Annual Operating Budget. Public Hearing Held.** The North Carolina General Statute §159-12 requires the governing board to conduct a public hearing prior to the adoption of the annual operating budget. Statute further requires that the budget officer file notice of the availability of the budget for public inspection and the date and time of the budget hearing. This was done on Tuesday, May 28, 2019 in the Goldsboro News-Argus and additionally published on the City's website and via social media.

Ms. Catherine Gwynn stated a copy of the proposed budget is online, a copy is on file in the clerk's office and at the public library. Ms. Gwynn provided a brief overview of the proposed budget. Ms. Gwynn noted two corrections in the manager's budget message under agencies, Rebuilding Broken Places should be listed at \$5,000 and Waynesborough Park at \$20,000.

Mayor Allen opened the public hearing and the following people spoke:

1. Mary Ann Dudley spoke on behalf of the Boys & Girls Club. Xavier, a recent Goldsboro High School graduate also spoke on behalf of the Boys and Girls Club. She thanked Council for their support and asked for their continued support.
2. Sally Johnson shared concerns regarding the proposed budget which included cellphone stipend, consultant fees, pay study, block party funding, travel and the difference in pricing for pick-up trucks.

Councilmember Foster thanked Ms. Johnson for her comments. Councilmember Foster stated one other thing you should check on is Council feeding themselves.

3. Alicia Pierce stated if you can't have a block party that include citizens, then clearly our Mayor and Councilmembers should not be eating off our tax dollars.

She shared questions regarding the budget which included honorarium, Mayor's STAR Award, DGDC budget versus Public Works budget.

Mayor Allen shared the Mayor's STAR Award is where he donates his salary back to the City and employees are awarded a stipend for going above and beyond.

4. Sharon Williams shared concerns regarding the censuring of Councilmember Williams. She also asked if the manager and city attorney received the letters she dropped off. She also shared concerns regarding skateboarders downtown.
5. Ravonda Jacobs stated please be mindful of spending. She shared concerns regarding spending and encouraged Council to think about their community.
6. Mark Colebrook asked Council to consider teacher supplements for schools in the City of Goldsboro.

Councilmember Foster shared he recently sat with the principal at Carver Heights and explained he had proposed teacher supplements but it had been turned down; she couldn't believe it, because the Mayor, Councilmember Broadaway and others go over there, and I tried to explain that is a great photo op.

7. Lillian Covington shared concerns regarding the drainage system that runs underneath her and her neighbor's house. The bid that went out to redo the system came back at \$400,000 and only \$100,000 was budgeted. Please reconsider putting this project back in the budget.

Councilmember Foster stated I and Councilmember Williams propose infrastructure instead of putting in \$11 million gym.

8. Adeen George founder of the Community Crisis Center stated she needs a dumpster. She stated she is a non-profit and encouraged Council to come by and visit.
9. Georgia Dees spoke on behalf of the Arts Council and stated they would appreciate your financial support.
10. Peggy Howell also spoke on behalf of the Arts Council and encouraged Council to come out to the Arts Council to see the wide array of programs that are offered.
11. John Barnes spoke on behalf of Rebuilding Broken Places and thanked council for their support. He also requested Council consider funding for the summer food program.

Councilmember Aycock asked that Mr. Barnes let Council know how much it would cost for the summer food program.

12. Carl Martin shared concerns regarding the city's debt. Mr. Martin stated there is no money put into infrastructure or street paving. He also shared concerns regarding losses incurred by the Paramount Theatre, the Multi-Sports Complex and the golf course.

No one else spoke and the public hearing was closed.

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

1. Sharon Williams stated get the skateboarders off the streets.
2. Taylor Gerren spoke about the Annual Action Plan for the Community Block Grant and asked a few questions on where the money is going. He

asked Council consider a forensic audit. He asked if any funds were awarded to District 1.

3. Alicia Pierce spoke in support of Councilmember Williams. She also asked what needed to be done, the Mayor has violated two codes to further make sure he gets a hearing for that.

Councilmember Foster stated I am happy to make a motion, will it pass. I don't know what outside sources we can call to get someone to come in and look at it but I can look into it.

4. Constance Coram stated I think the Mayor needs to be reinvestigated. I think this woman needs to be fired.

Mayor Allen stated you cannot attack our employees.

5. Dr. David Craig stated if you are going to create a policy it should be fair. He shared concerns regarding the golf cart ordinance.
6. Patrick Lechner spoke in support of the MPI Program with Pastor Alexander.
7. Myelle Thompson stated I ran for Mayor because I had a heart for the community. In the next election, if you are not doing it for the community, step down.
8. Yvonnia Moore stated you all are acting like political thugs. She shared concerns regarding an employee and the report Ms. Bateman did.
9. MaryAnn Stevens spoke in support of the MPI Program and Pastor Alexander.
10. Ravonda Jacobs shared concerns regarding the censuring of Councilmember Williams and taking away the voice of District 1.

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

**Consent Agenda - Approved as Recommended.** City Manager, Timothy Salmon, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. City Manager Salmon shared Item M. Contract Award for Phase II of the Design Build Services for the Construction of Center Street Streetscape Phase III Project was removed from the Consent Agenda and Item S. Addition to the City of Goldsboro Code of Ordinances Pertaining to Golf Carts in the City was modified during the work session.

Upon motion of Councilmember Stevens, seconded by Councilmember Foster and unanimously carried Item S. Addition to the City of Goldsboro Code of Ordinances Pertaining to Golf Carts in the City was removed from the Consent Agenda and placed under Items Requiring Individual Action.

Mayor Pro Tem Broadaway moved the items on the Consent Agenda, Items G,H, I, J, K, L, N, O, P, Q, R, T and U be approved as recommended by the Interim City Manager and staff. The motion was seconded by Councilmember Stevens and a roll call vote resulted Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Stevens, Ham and Aycock voting in the affirmative. Councilmembers Williams and Foster voted against the motion. Mayor Allen declared the Consent Agenda approved as recommended with 5:2 vote. The items on the Consent Agenda were as follows:

**Authorization of sale of real property under G.S. §160A-266, § 160A-270(c) (Public auction process). Resolution Adopted.** Staff received a request from Wayne County to approve or reject the sale of real property that is jointly owned by both units, and if approved, authorize City staff to execute instruments necessary to transfer ownership. The County has authorized the use of sale by electronic public auction as a means to sell real property. They have utilized GovDeals, an online electronic auction service, which has been in existence since 1999.

The following winning bidder has been received by GovDeals. 272 Millers Chapel Rd (Pin #3528444332) Offeror: Elizabeth Gomez Offer: \$6,300.00 Tax Value: \$19,000.00 Parcel ID: 0020151 The Wayne County Board of Commissioners has approved the transfer of the parcel. The County is now requesting that the City Council either approve or reject the action. This is conducted under General Statute §160A-270(c).

It was recommended Council approve the sale of 272 Millers Chapel Rd and adopt the following entitled resolution authorizing City staff to execute instruments necessary to transfer ownership. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

RESOLUTION NO. 2019-46 “RESOLUTION CONCURRING WITH DISPOSAL OF REAL PROPERTY JOINTLY OWNED WITH WAYNE COUNTY UNDER GENERAL STATUTE § 160A-270(c)”

**Audit Services for Fiscal Year Ending June 30, 2018 – Amended. Approved.** The General Statutes of the State of North Carolina require that the City of Goldsboro undertake an independent audit of its financial records on an annual basis. The official deadline for submission to the Local Government Commission (LGC) is October 31, and can be extended by written request with the LGC. We previously brought a request on March 18th to extend the audit contract through February 28, 2019.

The City requested an extension on its June 30, 2018 audit with the LGC and amended its contract to reflect this time extension until May 17, 2019. The additional extension was resolve the findings in the Single Audit portion of the engagement and allow staff time to prepare a mutually agreeable response to the findings. The entire audit process was delayed due to Hurricane Florence and process changes within Carr, Riggs & Ingram which compounded the delay in delivering the audit in a timely fashion.

It is recommended Council amend the contract for the auditing services for the Fiscal Year ending June 30, 2018 to Carr, Riggs and Ingram, LLC. for its completion date of May 17, 2019. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

**Municipal Ordinance for State Highway System Street. Ordinance Adopted.** The N. C. Department of Transportation is seeking to update existing ordinances on SR 1300 (Salem Church Road) and has requested that the City adopt a concurring ordinance.

The Department of Transportation has investigated a 45-mph section of roadway located just inside the city limits of Goldsboro on SR 1300 (Salem Church Road) from SR 1304 (North George Street) to approximately 1.051 miles north of North George Street. To enact the new speed limit zone of 40 mph as recommended by NCDOT, the City will need to repeal the current speed limit zone of 45 mph and enact a new ordinance ( 40 mph) for this section of roadway. Due to this section being within the city limits: Repeal 45 MPH Zone for: • Salem Church Road (SR 1300) between SR 1304 and 0.30 mile north of SR 1306 Enact 40 MPH Zone for: • Salem Church Road (SR 1300) between 0.341 mile north of SR 1304 (North George Street) and 1.392 miles north of SR 1304 (North George Street) City of Goldsboro current ordinances do not include blanket speed limits for NCDOT maintained streets; therefore, the City must adopt an ordinance specific to NCDOT maintained streets within the existing city limits.

It is recommended City Council adopt the following entitled ordinance repealing and enacting the speed limits for sections of NCDOT Highway System street located within the existing city limits of Goldsboro. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

ORDINANCE NO. 2019-26 “AN ORDINANCE REPEALING AND ENACTING THE SPEED LIMITS FOR SECTIONS OF NCDOT HIGHWAY SYSTEM STREETS WITHIN THE CITY OF GOLDSBORO”

**Change Order – Phase IV Sewer Collection Rehabilitation Formal Bid No. 2018-004. Resolution Adopted.** The Phase IV Sewer Rehab Project provides for installation of approximately 30,900 linear feet of cast-in-place-pipe (CIPP) rehabilitation of existing sanitary mains, including various root treatments, obstruction removals, cutting of intruding taps and asphalt or concrete surface repairs directly associated with the completion and restoration work detailed in the contract specifications.

Staff requested the contractor, T. A. Loving Company, provide costs for additional work to remove the old trolley rail system on Walnut Street in order to replace the sanitary sewer line. T. A. Loving Company submitted an estimated cost of \$28,748.76. This additional work will require the contract completion time to be extended by 3 days. The amended contract completion date for the remaining rehabilitation work is December 6, 2019. Staff recommends issuing a change order to the current contract with T. A. Loving for the Phase IV sewer collection rehabilitation project.

We have reviewed this change order with the Finance Director and determined that funds are available from the Clean Water Revolving Fund Loan.

It is recommended City Council adopt the following entitled resolution authorizing the City Manager to execute a change order for \$28,748.76 with T. A. Loving Company. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

RESOLUTION NO. 2019-47 “RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CHANGE ORDER WITH T. A. LOVING COMPANY FOR PHASE IV SEWER COLLECTION REHABILITATION PROJECT FORMAL BID #2018-004”

**Bid Award to Wayne Roofing and Sheet Metal for Water Treatment Plant Roof Repairs Project – Hurricane Florence Final Repairs Project. Resolution Adopted.** Following Hurricane Florence on September 14, 2018 minimum emergency repairs were performed at the Water Treatment Plant to ensure treatment plant compliance was maintained. The wind and rainfall caused damage to the roofing system, elevator, and several pieces of electrical equipment. The bid award contractor will make the final repairs to the Water Treatment Plant roof.

The City of Goldsboro advertised for Requests for Proposals from general contractors and received one responsive RFPs on May 23, 2019. One company bid on the project and their bid was received on May 23, 2019 at 10:00 AM.

The lowest responsive bidder was Wayne Roofing and Sheet Metal of Goldsboro, NC with a Total Bid amount of \$113,400. There are sufficient funds in the FY 2018-2019 budget for this contract to make the final repairs to the Water Treatment Plant roof.

It is recommended City Council adopt the following entitled Resolution authorizing the Mayor and the City Clerk to execute a contract with Wayne Roofing and Sheet Metal not to exceed \$113,400 to make the Hurricane Florence Final Repairs at the Water Treatment Plant. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

RESOLUTION NO. 2019-48 “RESOLUTION AWARDING AND AUTHORIZING EXECUTION OF CONTRACT TO MAKE THE HURRICANE FLORENCE FINAL REPAIR AT THE WATER TREATMENT PLANT”

**Project Partnership Agreement (PPA) between the City of Goldsboro and the U.S. Army Corps of Engineers for the Neuse River-Goldsboro Section 1135 Project Modification for Improvement of the Environment. Resolution Adopted.** In 2007, the City of Goldsboro did a temporary repair to the Corps of Engineers’ flood control structure expecting more substantial repairs to follow by the Corps in 2010. No federal funding for the repair has occurred. Again, the Corps flood control structure is in serious

need of repairs, and in 2015, the City of Goldsboro did another temporary repair to the Corps of Engineers flood control structure to protect its water supply, and jointly moved forward with the Army Corps of Engineers 1135 Project study. (The City of Goldsboro conducted an intake feasibility study in 2016 to determine costs to relocate the water intake structure. The study determined that estimated costs for relocation to a deeper part in the Neuse River would be around \$6,000,000.)

The flood control cutoff channel has become a main stem of the river when flows are over 3-feet. Entering into an agreement as a non-federal sponsor will aid the Army Corp of Engineers in rebuilding the flood control structure, in addition to raising it from 3-feet to 5-feet. The cost of this project has been budgeted into FY 18-19 and is estimated to be 10% of the cost of relocating the intake structure. This project should send more water and velocity down the main stem of the Neuse River past the intake structure and should aid in water depth and sedimentation scouring.

It is recommended City Council adopt the following entitled Resolution authorizing the Mayor and the City Clerk to execute a Project Partnership Agreement with the U.S. Army Corps of Engineers for the Neuse River-Goldsboro Section 1135 Project Modification for Improvement of the Environment. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

RESOLUTION NO. 2019-49 “RESOLUTION AUTHORIZING EXECUTION OF PROJECT PARTNERSHIP AGREEMENT WITH U.S. ARMY CORPS OF ENGINEERS FOR THE NEUSE RIVER GOLDSBORO SECTION 1135 PROJECT MODIFICATION FOR IMPROVEMENT OF THE ENVIRONMENT”

**Z-10-19 – Chandu R. Patel- Subject property is located on the west side of Wayne Memorial Drive between New Hope Road and Windsor Creek Parkway. Ordinance Adopted.** Applicant is requesting a zoning change of two lots from Residential 16 (R-16) to General Business (GB).

Both lots are zoned residential and are owned by the applicant. Each lot is currently occupied by single-family dwellings.

Lot 1:  
Frontage: 157.85 ft.  
Area: 35,968 sq. ft. or 0.52 acres

As previously stated, the applicant proposes to rezone two lots from R-16 (Residential) to General Business.

Surrounding Zones:

North: Residential-16  
South: Office and Institutional  
East: Residential (R-16), Shopping Center (SC)  
West: R-16(Residential), Office and Institutional (O&I- ICD)

At the public hearing held on May 20, 2019, two people spoke in favor the request. No one spoke in opposition of the request.

The Planning Commission, at their meeting held on May 28, 2019, recommended approval of the rezoning request by modifying the General Business (GB) rezoning request to Neighborhood Business (NB), which is a more restrictive zoning district.

Staff recommended Council accept the recommendation of the Planning Commission and adopt the following entitled Ordinance changing the zoning for the property from Residential 16 (R-16) to Neighborhood Business; finding it consistent with the recommendation of the City's adopted Comprehensive Land Use Plan; the proposed rezoning would be compatible with the surrounding residential and office and institutional zoning. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)



ORDINANCE NO. 2019-27 “AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES”

**CU-6-19 Penske - Located on the North side of W. US 70 HWY. between Hargrove and Nevels Street. Approved.** The property is zoned 1-2 (General Industry). Truck rental, leasing and sales with outside storage is a permitted use in the 1-2 (General Industry) zoning district only after the issuance of a Conditional Use Permit approved by City Council.

Frontage: 300 ft.  
Depth: 400 ft.  
Area: 119,790 sq. ft. or 2.75 acres

As previously stated, the applicant intends to operate a truck rental, leasing and sales center with outside storage.

The submitted site plan indicates an existing metal building of mixed-use construction with a gross floor area of 10,000 sq. ft. The proposed floor plan consists of a rental and sales area, office spaces, a breakroom, a parts supply and workshop space, warehouse storage areas and restrooms.

Days/hours of Operation

Monday - Friday: 7 am — 5 pm  
Saturday: 8 am — Noon  
Employees: 6-10

The site is served by one existing 50 ft. wide driveway cut off W. Grantham Street.

Truck rental, leasing and sales requires one space per employee, plus 5 customer spaces, and one space per vehicle stored on site.

A total of 32 parking spaces have been provided including a handicap van accessible parking space. 19 spaces are shown at the front of the facility for patrons of the business. The remaining 13 spaces will be located within a proposed storage area south of the existing metal building and used for the display of rental trucks and trucks for sale.

The applicant proposes the installation of 5 Autumn Fantasy Maples to serve as required street trees along W. Grantham Street. In addition, 34 Dwarf Yaupon Hollies are proposed as the required vehicular surface buffer.

A Type A, 5 ft. wide buffer is proposed along the northern property line from W. Grantham Street approximately 115 ft. to an existing 6 ft. in height chain-link and barbed wire fence which surrounds the existing building and proposed outside storage area.

The applicant is requesting a modification of the City's landscape buffer requirement along portions of the western and northern property lines and a modification of the street tree requirement along a portion of Hargrove and Collier Streets due to existing site conditions and existing vegetation. If modifications are approved, the applicant proposes to install vinyl slats within the existing fencing to screen the proposed storage area from off-site views.

Outside storage requires the screening of the entire storage area. According to the Unified Development Code, screening shall consist of an 8 ft. in height solid fence. The height of the fence may be reduced to six (6) ft. if the City Council determines that the items proposed to be stored will not exceed five (5) ft. in height.

Since the applicant's trucks are a minimum of twelve (12) ft. in height, the applicant is requesting a modification of the City's fencing requirement to the existing fence height of six (6) ft.

The property is located within a Special Flood Hazard Area known as the 100-year floodplain. The applicant does not propose any new development for the use of the property.

The applicant is requesting the following modifications:

1. Modification of the City's landscape buffer requirement along portions of the western and northern property lines.
2. Modification of the street tree requirement along a portion of Hargrove and Collier Streets.
3. Modification of the eight (8) ft. in height fencing requirement for outside storage areas to six (6) ft.

At the public hearing held on May 20, 2019, no one appeared to speak for or against the request.

The Planning Commission, at their meeting held on May 28, 2019, recommended approval of the Conditional Use Permit and submitted site plan with requested modifications.

It was recommended Council accept the recommendation of the Planning Commission and:

1. Adopt an Order approving the Conditional Use Permit to allow the operation of a truck rental, leasing and sales center with outside storage; and
2. Approve the submitted site plan with the following modifications:
  - (a) Modification of the City's landscape buffer requirement along portions of the western and northern property lines.
  - (b) Modification of the street tree requirement along a portion of Hargrove and Collier Streets.
  - (c) Modification of the eight (8) ft. in height fencing requirement for outside storage areas to six (6) ft. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

**CU-7-19 WhoopAxe, LLC – Subject property is located on the north side of E. Ash Street between Durant Street and Ridgewood Drive. Approved.** The applicant is requesting an amendment to a previously approved Conditional Use Permit. City Council, at their meeting held April 1, 2019, approved a Conditional Use Permit for a place of entertainment without ABC for a hatchet-throwing facility within the Ash Street Shopping Center located at 2305 E. Ash Street. The applicant is now requesting the facility operate as a place of entertainment with ABC to allow customers to brown-bag at the facility.

The property is zoned SC (Shopping Center). Places of entertainment with ABC are a permitted use only after the issuance of a Conditional Use Permit approved by City Council.

Frontage (Tenant Space): 98 ft.  
Depth: 38 ft.  
Area: 3724 sq. ft.

No such establishment shall be located within two hundred (200) feet of any residentially zoned or developed property, church or school. The subject property is directly adjacent to an existing church within the Shopping Center, residentially zoned property to the north and residentially developed property to the northeast.

The site is served by three existing over-sized driveway cuts off E. Ash Street and Ridgewood Drive. Sufficient parking exist to serve customers of the Shopping Center.

At the public hearing held on April 15, 2019, the applicant spoke in favor of the request. No one appeared to speak for or against the request.

The Planning Commission, at their meeting held on May 28, 2019, recommended approval of the Conditional Use Permit with ABC to allow brown bagging at the facility by granting a modification of the separation distance requirement between residentially zoned and/or developed properties and/or church provided the hours of operation are limited as indicated by the applicant.

It was recommended Council accept the recommendation of the Planning Commission and:

- 1) Adopt an Order approving the Conditional Use Permit to allow the operation of an indoor hatchet-throwing facility with ABC for Brown Bagging; and
- 2) Approved the Conditional Use permit with the following modification;
  - (a) Modification of the separation distance requirement between residentially zoned and/or developed properties and/or church provided the hours of operation are limited as follows:

Days/hours of Operation:  
Thursdays 6:00pm – 9:00pm  
Fridays 6:00pm – 10:00pm  
Saturdays 4:00pm – 10:00pm

Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

**SITE-5-19 Site and Landscape Plans- Rashed LLC. (Convenient Mart Proposed Canopy and Gas Pumps). Approved.** The property is located on the north side of W. Ash Street between N. Alabama Avenue and N. Carolina Street.

Frontage: 214.97 ft.  
Avg. Depth: 371.95 ft.  
Area: 36,968 sq. ft. or 0.849 acres  
Zoning: General Industry

The property is currently operated as a convenient store without gas sales.

The submitted site plan indicates an existing one-story, brick-veneer convenience store with a gross floor area of 2,780 sq. ft.

The applicant has proposed a 3,095.58 sq. ft. canopy addition for 3 gas pump islands to be located in the front parking lot of the existing facility.

A 1,100 sq. ft. addition has been proposed for future construction.

Hours of Operation:

Monday-Friday: 8:30 am - 11:00 pm  
Saturday: 9:00 am - 11:00 pm  
Sunday: 10:00 am - 11:00 pm  
Employees: 1

The site is served by two existing and oversized driveway cuts off W. Ash Street.

The building and lot are existing. As such, the site does not meet current development regulations in accordance with the Unified Development Code.

The side yard setback for the convenient store is 15 ft. Since the existing building's northeast corner is 3 ft. from the northern property line, a 12 ft. side yard setback modification will be necessary.

A future building addition is proposed and shown at the rear of the convenient store. The proposed addition will meet the current building setback requirements.

Two underground gas storage tanks (18,000 gallons and 6,000 gallons) are proposed and shown at the front of the facility and adjacent to the gas pump islands.

Parking for the site requires 1 space for each 200 sq. ft. of gross floor area. A total of 20 parking spaces are required. The site plan shows a total of 20 parking spaces to include 2 handicap accessible spaces.

Since the site is existing and the City's Pedestrian Sidewalk Plan does not identify sidewalks for the area, exterior sidewalks are not required. The applicant shows existing interior sidewalks leading from the parking lot to the building entrance.

The site plan indicates a required Type A, 5 ft. wide landscape buffer along the northern and southern property lines. The applicant has proposed removing existing concrete for the installation of the required Type A buffer yards. Buffer yard plantings will consist of 18 Autumn Fantasy Maples and 120 Otto Luyken Laurels.

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

The property is not located within a Special Flood Hazard area.

A solid waste receptacle is shown along the southern property line behind an existing six (6) ft. in height, vinyl slatted, gated and barbed wire fence. The dumpster shall be screened from off-site views in accordance with City standards.

Interconnectivity has not been provided and would be impractical since the property is located between two railroads.

Applicant is requesting a modification of the interconnectivity requirement.

The applicant is requesting the following modifications.

1. Modification of the side yard setback requirement from 15 ft. to 3 ft.
2. Modification of interconnectivity.

The Planning Commission, at their meeting held on May 28, 2019, recommended approval of the site plan request.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site, landscape and building elevation plans for Rashed, LLC. with the following modifications:

- 1) Modification of the side yard setback requirement from 15 ft. to 3 ft.
- 2) Modification of interconnectivity. Consent Agenda Approval.  
Broadway/Stevens (5 Ayes: 2 Nays)

**SITE-8-19 Timmons Group LLC - (Wayne Community College Automotive and Collision Repair Building and Parking Lot Modifications). Approved.** The first floor will consist of 6 office spaces, 6 repair bays, 3 service bays, 3 alignment bays, 3 wheel and brake service bays, an engine and transmission lab area, conference room, classroom, breakroom, storage areas, and restrooms for students and staff. The second story mezzanine will consist of 6 classrooms and an informal student study area.

Hours of Operation: Monday-Thursday: 7:00am-1:00 pm

Fridays: 7:00am-1:00 pm

The site will be served by the main campus access drive off Wayne Memorial Drive extending approximately 950 eastward to the proposed facility.

Two 30 ft. wide paved access drives will extend northward from the terminus providing access to two parking lots. One parking lot will be located directly east of the proposed facility containing 66 parking spaces to be used by staff and students. Another parking lot containing 51 parking spaces will be located directly behind the facility for storing automobiles used for student instruction and hands-on application. A six foot in height chain-link security fence will surround the rear parking lot.

Parking for the facility is based on 1 space per 200 sq. ft. of gross floor area for a total of 160 required parking spaces. As previously stated, the submitted site plan shows 66 parking spaces for the automotive facility. In addition, there are 562 existing campus parking spaces directly east of the automotive facility that provide sufficient parking for staff and students of Wayne Community's north campus.

In conjunction with site improvements for the automotive facility, the applicant is proposing to modify two existing campus parking lots for First Responder, Basic Law Enforcement and emergency driving certification purposes. Applicant is proposing to remove all existing asphalt surfaces including three grass medians and five landscape islands and replace with new asphalt pavement to include striping for student and staff parking.

City ordinances require smaller parking lots for parking areas consisting of more than 50 parking spaces. In addition, parking lot landscape islands are required when rows of parking exceed 15 spaces. The applicant is requesting a modification of the City's parking requirements as they pertain to the division of large parking areas and landscape islands in order to utilize the modified parking lots for BLET training and instruction.

5 ft. wide interior sidewalks have been provided for pedestrian access leading from the parking lots to the building entrances using private walkways and a handicap ramp.

The applicant has not submitted a landscape plan for the proposed automotive facility. Staff is working with the applicant to ensure that street trees, parking lot trees and foundation plantings are incorporated into the design of the site and in accordance with the City's landscape ordinance.

The proposed building exterior consists of masonry, brick veneer, clear glazing and translucent fiber wall panels.

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

The property is not located within a Special Flood Hazard area. City Engineering has reviewed and approved storm water calculations and drainage improvements for the site.

A concrete pad is shown at the rear of the automotive facility for the location of a commercial dumpster. The dumpster will be screened in accordance with City standards.

The applicant is requesting the following modifications.

1. Modification of smaller parking lots for parking areas consisting of more than 50 parking spaces.

2. Modification of parking lot landscape islands when rows of parking exceed 15 spaces.

The Planning Commission, at their meeting held on May 28, 2019, recommended approval of the site plan request.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site, landscape and building elevation plans for Wayne Community College with the following modifications:

- 1) Modification of smaller parking lots for parking areas consisting of more than 50 parking spaces.
- 2) Modification of parking lot landscape islands when rows of parking exceed 15 spaces. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

**Adoption of a Resolution in Support Of Senate Bill 377, the Military Base Protection Act. Resolution Adopted.** The City of Goldsboro is the proud home to Seymour Johnson Air Force Base, where the Air Combat Command's 4th Fighter Wing, an Air Force Reserve Command Unit, the 916<sup>th</sup> Air Refueling Wing, and several other squadrons and detachments are housed.

The airspace surrounding North Carolina's installations and ranges is critical to the missions of the Services in conducting training and operations. Senate Bill 377, the Military Base Protection Act, provides that the construction, operation, or expansion activities associated with a wind energy facility shall be prohibited in any location included in the area designated in red as "Significant" on the map entitled "Vertical Obstruction Impact on the NC Military Mission," as the impacts of vertical obstructions in this area have been determined to be significantly high, with a high risk for degrading safety and the military's ability to perform aviation training

Staff recommended Council adopted the following entitled Resolution in Support Of Senate Bill 377, the Military Base Protection Act. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

RESOLUTION NO. 2019-50 "A RESOLUTION IN SUPPORT OF SENATE BILL 377 THE MILITARY BASE PROTECTION ACT"

**Adoption of a Supplement to the Code of Ordinances of Goldsboro, North Carolina. Ordinance Adopted.** In 1990, an agreement was reached between the North Carolina League of Municipalities and the City of Goldsboro to engage American Legal Publishing Company to revise the Code of Ordinances of Goldsboro. The revised Code was published in 1995.

The agreement stated that American Legal Publishing Company would prepare supplements for incorporation of new Ordinances to the City Code of Ordinances on a recurring basis. In compliance with this agreement, the City has received the S-43 Supplement. This Supplement contains all Ordinances of a general nature enacted since S-42 Code of Ordinances dated October 15, 2018.

Staff recommended Council adopt the following entitled Ordinance enacting and adopting the 2019 S-43 Supplement to the Code of Ordinances of the City of Goldsboro. Consent Agenda Approval. Broadaway/Stevens (5 Ayes: 2 Nays)

ORDINANCE NO. 2019-29 "AN ORDINANCE ADDING CHAPTER 76: GOLF CARTS TO THE CODE OF ORDINANCES OF THE CITY OF GOLDSBORO, NORTH CAROLINA"

**End of Consent Agenda.**

**Addition to the City of Goldsboro Code of Ordinances Pertaining to Golf Carts in the City. Ordinance Adopted.** At the Work Session of the Goldsboro City

Council on April 15, 2019, Councilmember Gene Aycock added a discussion on creating an ordinance to allow the use of golf carts on public streets using the state guidelines and charging a fee of \$25.00 per year.

After several discussions with Council, the city attorney has created an ordinance based on Council discussion to include regulations, rules and regulations for the operation of golf carts and enforcement.

Since the previous draft of the ordinance presented at the May 20, 2019 meeting, the following were the major changes to the draft ordinance: changing the age limit for operators from 16 to 18 and only operating golf carts on streets with a posted speed limit no more than 25 miles per hour, that the permit is valid for only one (1) year at the time and must be renewed annually; and that carts can only cross streets with a speed limit greater than 25 mph at duly erected stoplights.

Councilmember Stevens made a motion to deny adding Chapter 76 – Golf Carts to the City of Goldsboro’s Code of Ordinances. The motion was seconded by Councilmember Foster. Councilmembers Williams, Stevens and Foster voted in favor of the motion. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Ham and Aycock voted against the motion. The motion failed 3:4.

Councilmember Aycock made a motion to adopt the following entitled Ordinance adding Chapter 76 - Golf Carts to the City of Goldsboro’s Code of Ordinances. The motion was seconded by Mayor Pro Tem Broadaway. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Ham and Aycock voted in favor of the motion. Councilmembers Williams, Stevens and Foster voted against the motion. The motion passed 4:3.

ORDINANCE NO. 2019-29 “AN ORDINANCE ADDING CHAPTER 76: GOLF CARTS TO THE CODE OF ORDINANCES OF THE CITY OF GOLDSBORO, NORTH CAROLINA”

**City Manager’s Report.** Mr. Tim Salmon stated I have had a chance to meet with the directors and understand their most significant issues and concerns. We are moving forward with the hiring process for the parks and recreation director and golf course manager and on a strategic plan with department heads to measure and meet the goals expected.

#### **Mayor and Councilmembers’ Reports and Recommendations.**

Councilmember Williams stated no comment.

Councilmember Stevens stated a lot of things can be called racist and racism and there are things that aren’t racist and should be classified as social, economic and status discrimination. We have both of those in our community not only in Goldsboro but throughout Wayne County. Councilmember Stevens shared concerns spending \$40,000 on a tv show. The Arts Council is paying \$5,000 in rent, there is not a reason for that. We have been arguing for some time now over an issue that does not involve the city council or the citizens, it should be handled in a court of law. We need to come together as a city and take care of our people.

Councilmember Williams left the room at 8:57 p.m.

Mayor Pro Tem Broadaway stated no comment.

Councilmember Foster stated I would like to thank everyone that came out and spoke.

Councilmember Williams returned at 8:58 p.m.

Councilmember Ham stated no comment.

Councilmember Aycock stated no comment.

Mayor Allen stated the Dillard Alumni were here and were very appreciative with Council helping out with their cookout.

There being no further business, the meeting recessed at 8:59 p.m. until Thursday, June 6, 2019 in the Large Conference Room at 2:00 p.m.

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Chuck Allen  
Mayor

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Melissa Capps, MMC /NCCMC  
City Clerk



**MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD  
JUNE 6, 2019**

The Mayor and Council of the City of Goldsboro, North Carolina, recessed from a Regular Meeting on June 3, 2019 to meet on June 6, 2019 at 2:00 p.m. in the Large Conference Room located on the second floor of the City Hall Addition, 200 North Center Street Goldsboro, NC with attendance as follows:

Present: Mayor Chuck Allen, Presiding  
Mayor Pro Tem Bill Broadaway  
Councilmember Antonio Williams  
Councilmember Mark Stevens  
Councilmember Bevan Foster (arrived at 2:01 p.m.)  
Councilmember David Ham  
Councilmember Gene Aycock

**Call to Order.** The meeting was called to order by Mayor Allen at 2:00 p.m.

**Budget Discussion**

Mayor Allen stated in the past we have always tried to put some paving money in the budget, we have \$800,000 of bond money, and we have talked about worker's compensation claims and building up an account for that. These are just a couple of things I have seen that I am hoping we can address.

Councilmember Stevens stated I specifically want to look at discretionary funds since we have so many nonprofit organizations such as MPI, Watch, the Arts Council and the summer feeding program. Councilmember Stevens stated I am still trying to figure out how in the world in a city of 36,000 we need \$5,000 per district. I am hoping we figure out a way to fix that and help out MPI and individual non-profits that came to us Monday.

Councilmember Williams stated these funds I initially asked for each councilmember to have at their discretion because there are times when each district are not getting what they need and these funds will help each district that may have a suggestion, have access to it. Councilmember Williams stated as you know, most of the time, Councilmember Foster and I are out voted on things. This would at least allow us to do some things in our community if we are out voted on things.

Council discussed the discretionary fund request. Council discussed leaving some funds in the line item and having Council approval. Mayor Allen suggested leaving \$20,000 in there and to spend it get Council approval. Councilmember Foster stated as long as it is fair and what is changing and what is beneficial to our community.

Councilmember Williams stated I think there is still going to be constraints when I say hey, some citizens over here they have had their water cutoff and there is no money available. Mayor Allen stated you cannot do stuff like that. Councilmember Williams stated I'm just using this as a perspective, whatever these people need you are still going to say it is a problem in my district. Mayor Allen stated you have to use the money the right way. Councilmember Williams stated and those guidelines will be laid down but you shouldn't tell me how it can be allocated and have to come through Council.

Council continued discussions including not utilizing these funds until after the next election cycle.

Mayor Allen asked Ms. Gwynn to share what the money can be used for, it still has to have public purpose.

Ms. Gwynn stated Ron and I have had a little conversation about this. The North Carolina Constitution has a clause, we cannot benefit just a single person or a small group, whatever it is, it has to be for a public purpose, and it has to be for the general good of the community. Ms. Gwynn stated it is in NCGS 159 and says if you levy property tax, these are the things it can be used for.

Council consensus was to include \$20,000 and it not be used until next year.

Council removed the cellphone stipend under the Mayor and Councilmember's budget.

Councilmember Foster recommended Council remove food for Council Meetings.

Councilmember Aycock made a motion to not provide meals at the City Council Meetings. Councilmember Foster seconded the motion. Councilmembers Williams, Stevens, Foster, Ham and Aycock voted in favor of the motion. Mayor Allen did not vote and was not excused therefore he was counted as an affirmative vote. Mayor Pro Tem Broadway voted against the motion. Mayor Allen stated the motion passed 6:1.

Mayor Allen stated we had discussed taking out the \$75,000 for the strategic plan. The line item for the proposed strategic plan was discussed. Councilmember Aycock stated I think if we are going to have a strategic plan, let it be implemented by whoever is going to be here next. Councilmember Ham stated I was the one who had advocated for this, \$75,000 is not enough to do a plan worthy of this city, let's put the \$75,000 into something else.

Additional discussion included the following:

- Cemetery – Mower and Elmwood expansion
- Public Works – Backhoe, pothole patcher and tractor trailer rig
- Distributions & Collections – truck
- Police Cars – Could cut from 10 to 8
- Shotspotter
- Compost Plant equipment requests and compost pricing
- Rails to Trails Greenway
- Multi-Sports Complex – bleachers, splash pad and grant funding received for splash pad
- Golf Course – Irrigation pump
- HV Brown Park – Restrooms
- Positions Requested
- DGDC – Salaries and master plan refresh
- IT – Software license fees
- Include costs associated with recent approval of additional bus shelters
- Agency Support
  - Council discussed Rebuilding Broken Places summer feeding program and consensus was fund \$10,000 for the Rebuilding Broken Places summer feeding program.
  - The MPI Program was discussed, Council consensus was to include \$5,000 for MPI.
  - The Arts Council was discussed.
  - The Community Crisis Center was discussed.
- Advertising was discussed – need to be more in unison and include the public information officer
- Rebuilding Broken Places STEM Program
- Police Department Furniture

There being no further business, the meeting adjourned at 4:39 p.m.

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Chuck Allen, Mayor

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Melissa Capps, MMC  
City Clerk



# City of Goldsboro

P.O. Drawer A  
North Carolina  
27533-9701

## RESOLUTION NO. 2019-64

### RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY EDWARD LUTZ AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 30 YEARS

**WHEREAS**, Edward "Eddie" Lutz retires on September 1, 2019 as a Senior Park Technician with the Parks and Recreation Department of the City of Goldsboro with more than 30 years of service; and

**WHEREAS**, Eddie began his career on June 15, 1989 as a Laborer II with the Parks and Recreation Department; and

**WHEREAS**, On February 4, 1994, Eddie was promoted to an Equipment Operator II with the Parks and Recreation Department; and

**WHEREAS**, On August 22, 2012, Eddie was promoted to Crew Supervisor with the Parks and Recreation Department; and

**WHEREAS**, On April 1, 2014, Eddie's position was changed to Senior Park Technician where he has served until his retirement; and

**WHEREAS**, Eddie 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 Eddie Lutz 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 our deep appreciation and gratitude for the dedicated service rendered during Eddie's tenure with the City of Goldsboro and offer him 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 19<sup>th</sup> day of August, 2019.



  
Mayor

**RESOLUTION NO. 2019-64**

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FOR SERVICES RENDERED BY EDWARD LUTZ  
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO  
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Mayor

Attested by:

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City Clerk



## City of Goldsboro

J.O. Drawer A  
North Carolina  
27533-9701

### OPIOID USE DISORDER AWARENESS WEEK PROCLAMATION

**WHEREAS**, There is an effort within the city and county to promote awareness and change regarding the ongoing opioid crisis and to recognize the unnecessary lives lost, the grief of those who have lost loved ones, and the commitment of a community that cares for all of those who reside within against the burden of opioid use and accessibility; and

**WHEREAS**, The opioid epidemic is a destructive force that does not differentiate between race or status, education or health, young or old. It tears families apart, darkens communities and steals away the joy of those we love; and

**WHEREAS**, Opioid-related overdoses are now the leading cause of accidental death in the United States; and

**WHEREAS**, The overdose death rate in Wayne County has increased by more than 200% over the last 10 years; and

**WHEREAS**, The estimated cost for medical and work loss in Wayne County from medication and drug fatalities exceed more than 28 million dollars per year; and

**WHEREAS**, The economic future of a community depends on the overall health and wellness of its citizens; and

**WHEREAS**, The current trend of opioid use disorder is a complex and challenging issue that must be openly addressed; and

**WHEREAS**, Increasing access to and support for substance use treatment and recovery is a worthy investment for our future; and

**WHEREAS**, Providing open dialogue to increase public awareness and alter the long standing cloud of stigma that blemishes hope for those suffering with opioid use disorder will bring value and progress to this issue; and

**WHEREAS**, Citizens within our community care deeply about the influence this epidemic has on prosperity and vitality; and

**WHEREAS**, The Coalition for Addiction and Life Management, also known as C.A.L.M, has committed to working within all layers of the community to promote understanding, enhance knowledge, and seek opportunity for change in the face of this community scourge.


**NOW, THEREFORE BE IT RESOLVED** that, I, Chuck Allen, Mayor of the City of Goldsboro, do hereby proclaim the first week of September as

### OPIOID USE DISORDER AWARENESS WEEK

in the City of Goldsboro and call upon our community to observe this week to gain insight, to foster commitment, and to promote the call for "Remembrance, Hope, and Action."

**IN WITNESS, WHEREOF**, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 19<sup>th</sup> day of August, 2019.



  
\_\_\_\_\_  
Chuck Allen  
Mayor

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 19, 2019 COUNCIL MEETING

**SUBJECT:** Purchase Order Rollover FY19 to FY20 Operating Budget Amendment

**BACKGROUND:** As part of the FY19-20 Budget Ordinance, the City includes a provision to allow for unfulfilled purchase orders to be carried over and appropriated in the new fiscal year. (G.S. §159-13).

**DISCUSSION:** Please find attached an ordinance amending the annual operating budget for fiscal year 2020 for the amount of appropriations necessary to re-establish encumbrances for the individual outstanding purchase orders as of June 30, 2019 that we intend to honor in the new fiscal year (FY 2020). Also, enclosed is a purchase order rollover listing by fund and includes a brief description of the items/services. Departments must submit rollover requests in mid-July and it was requested that they should be more than \$5,000. However, due to change in management staff, there are several below that threshold.

A summary by fund is presented below:

**Annual Operating Funds**

General Fund	\$ 1,516,984.83
Stormwater Fund	101,232.00
Utility Fund	3,217,040.13
Downtown District Fund	21,350.00
<b>Total Annual Funds</b>	<b><u>\$ 4,856,606.96</u></b>

**Project Funds**

Phase IV Sewer Rehab SRF Capital Project	\$ 6,160,317.27
Police Evidence & Fire Station 4 Renovation Capital Project	163,998.24
Street GO Bonds Capital Project Fund	446,537.73
<b>Total Project Funds</b>	<b><u>\$ 6,770,853.24</u></b>

<b>Total All Purchase Orders</b>	<b><u><u>11,627,460.20</u></u></b>
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Items/services on the list represent construction contracts or service contracts that require significant time to completion or implementation which extends beyond the boundaries of the annual operating budget year from July 1 through June 30.

Purchase orders for project funds are presented for informational purposes only and are not included in the attached ordinance as they are not annual operating type funds and do not lapse and thus do not require annual appropriation.

The Local Government Commission of the State Treasurer's Office recommends following the method of Reserve for Encumbrances that the City uses above. The other acceptable method offered requires the City to hold open the prior fiscal year to account for encumbrances. Although it is an acceptable method, the LGC does not recommend the use of this method.

RECOMMENDATION:

It is recommended that the City Council, by motion:

1. Adopt the attached FY19-20 Operating Budget amendment for purchase order rollovers.

Date: 8/13/2019



Catherine F. Gwynn, Finance Director

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

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



# Purchase Order Rollovers FY19 to FY20

Prepared: cfg 8/13/2019 9:08 PM

PO #	Vendor Name	PO Date	Original Amount	Remaining Balance	Fund	Orgn	Acct	For?
P1801628	The Century Slate Company	1-May-2018	\$ 239,135.60	\$ 111,911.82	11	1012	4989	Union Station
P1801629	R. Tad Furrow, PE	1-May-2018	\$ 19,157.00	\$ 5,191.30	11	1012	4989	Union Station
P1901718	Benchmark CMR, Inc	25-Apr-2019	\$ 90,000.00	\$ 76,500.00	11	1012	4989	Union Station
P1601782	EnerGov Solutions, LLC	3-Jun-2016	\$ 10,000.00	\$ 10,000.00	11	1024	1991	Training
E0000005	Demoliton		\$ 21,000.00	\$ 21,000.00	11	1024	3993	Demolition
P1901837	Rick Bostic Construction & Demolition	4-Jun-2019	\$ 145,513.00	\$ 145,513.00	11	1024	3993	Demolition
P1901838	Rick Bostic Construction & Demolition	4-Jun-2019	\$ 19,175.00	\$ 19,175.00	11	1024	3993	Demolition
P1901729	Sculpture in the Landscape	26-Apr-2019	\$ 4,000.00	\$ 4,000.00	11	1025	1991	Downtown Goldsboro
P1801764	National Business Training	18-May-2018	\$ 3,500.00	\$ 3,500.00	11	1030	2323	IT Training
P1901844	Tyler Technologies, Inc.	20-May-2019	\$ 5,500.00	\$ 5,500.00	11	1030	2323	Energov Training
P1901845	NC Local Government Information Systems Assoc.	20-May-2019	\$ 5,000.00	\$ 5,000.00	11	1030	2323	NCLGISA
E0000002	Banner Self Service Module (Partial)		\$ 10,000.00	\$ 10,000.00	11	1030	4221	Banner Self Service HR Module
P1902009	Avenu Insights & Analytics	26-Jun-2019	\$ 5,000.00	\$ 5,000.00	11	1030	4221	Banner Conversion
P1901603	B&G Electronics and Communcations, Inc.	1-Apr-2019	\$ 2,699.58	\$ 2,699.58	11	1030	5219	#7167 Jotto Desk
P1901968	B & H Photo-Video	11-Jun-2019	\$ 504.51	\$ 504.51	11	1030	5219	Multiple Items - electronics
P1902016	City of Goldsboro	28-Jun-2019	\$ 46,604.50	\$ 46,604.50	11	1030	5219	IT Suntrust Lease 1 & 2
P1901950	NC Department of Public Safety	10-Jun-2019	\$ 8,520.00	\$ 8,520.00	11	1111	2993	Desks
P1901594	Gregory Poole Equipment	29-Mar-2019	\$ 1,335.00	\$ 1,335.00	11	1114	2531	Repair for Roller Assembly E1383
P1901264	QAT Quality Air Tool, Inc.	31-Jan-2019	\$ 800.00	\$ 800.00	11	1114	3522	Repair Auto Vehicle Lift Safety Locks
P1901929	Deere & Company	6-Jun-2019	\$ 110,000.00	\$ 110,000.00	11	1133	5728	Tractor with pull behind and side flail
P1901392	Seegars Fence Company, Inc.	27-Feb-2019	\$ 1,274.00	\$ 1,274.00	11	1142	3511	Furnish & Install 68' of 5x9 galvanized chain link fence
P1901914	Seegars Fence Company, Inc.	5-Jun-2019	\$ 1,166.91	\$ 1,166.91	11	1142	3511	Furnish & Install 35' of 5x9 galvanized chain link fence
P1902011	Davenport & Company, LLC	27-Jun-2019	\$ 8,750.00	\$ 8,750.00	11	2111	1991	CIP Development, Debt Analysis
P1902014	Kaye Scott	27-Jun-2019	\$ 8,000.00	\$ 8,000.00	11	2111	1991	Tiger Grant Administration
P1902016	Southern Computer Warehouse	28-Jun-2019	\$ 886.63	\$ 886.63	11	2111	2601	IT Suntrust Lease 1 & 2
E0000001	FY19 Historic District Analysis		\$ 25,699.47	\$ 25,699.47	11	3151	1991	FY19 Historic District Analysis
E0000004	Tree Replacement		\$ 9,000.00	\$ 9,000.00	11	3151	3513	Tree Replacement
E0000003	Enhancement Areas Maintenance		\$ 10,000.00	\$ 10,000.00	11	3151	3532	Enhancement Areas Maintenance
P1901753	Kimley-Horn and Associates, Inc.	1-May-2019	\$ 149,806.36	\$ 137,275.42	11	3151	9934	Professional Services Transportation Plan
P1901663	CDW Government, Inc	9-Apr-2019	\$ 8,057.69	\$ 8,057.69	11	1030	4221	Software licenses
P1901553	RDK Assets LLC	20-Mar-2019	\$ 99,211.05	\$ 99,211.05	11	4143	5402	2020 Isuzu 8 yd Rear Loader
P1901584	RDK Assets LLC	27-Mar-2019	\$ 215,599.87	\$ 215,599.87	11	4143	5402	2019 Kenworth T370 Grappler Truck with container
P1901948	NAFECO	10-Jun-2019	\$ 7,912.75	\$ 7,912.75	11	5120	2123	Turnout Gear
P1901989	#1 Testing	12-Jun-2019	\$ 3,043.75	\$ 3,043.75	11	5120	2594	Eng 3 Repairs Firecom System
P1901990	C W Williams Company Inc	12-Jun-2019	\$ 6,879.38	\$ 6,879.38	11	5120	2594	Eng 3 Repairs Firecom System
P1901923	Eastern Emergency Equipment, LLC	5-Jun-2019	\$ 5,852.44	\$ 5,852.44	11	5120	2993	Eng 5 Repairs Replacement LED Light Tower
P1901997	Abbey Carpet of Goldsboro, Inc.	12-Jun-2019	\$ 12,000.00	\$ 12,000.00	11	5120	3511	Remove/Replace Flooring St 1 Bedrooms
P1901217	ESO Solutions Inc	23-Jan-2019	\$ 7,495.00	\$ 7,495.00	11	5120	4911	Firehouse CAD Monitor Integration Interface
P1901920	Radio Communications Company	5-Jun-2019	\$ 3,671.75	\$ 3,671.75	11	5120	4990	Mobile Radio Car 1 & antenna
P1901006	Modern Chevrolet, LLC	7-Dec-2018	\$ 36,795.00	\$ 36,795.00	11	5120	5401	2019 Chevy Tahoe 4 WD Commercial Siren Red
P1902000	Newton's Fire & Safety Equipment Inc	12-Jun-2019	\$ 5,481.00	\$ 5,481.00	11	5120	5521	Fire hoses & other equipment
P1901952	Firehouse Innovations, Corp	10-Jun-2019	\$ 7,665.00	\$ 7,665.00	11	5120	5527	Forcible Entry Door Simulator & Battering Ram Attachment
P1901152	Dana Safety Supply	10-Jan-2019	\$ 2,825.02	\$ 2,825.02	11	6121	2918	Lighthawk 2.9 Arex Tactical Armor
P1901734	Dana Safety Supply	26-Apr-2019	\$ 8,475.06	\$ 8,475.06	11	6121	2918	Lighthawk 2.9 Arex Tactical Armor & other equipment
P1901797	PCN Strategies, Inc.	10-May-2019	\$ 18,640.08	\$ 18,640.08	11	6121	2987	Video package, software and body cameras





### Purchase Order Rollovers FY19 to FY20

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PO #	Vendor Name	PO Date	Original Amount	Remaining Balance	Fund	Orgn	Acct	For?
P1901074	Moseley Architects, PC	29-Dec-2018	\$ 84,000.00	\$ 48,565.48	11	6121	5899	Construction Management Police Evidence Room & Fire Station 4 Upgrade
P1901300	Seegars Fence Company, Inc.	5-Feb-2019	\$ 7,523.95	\$ 7,523.95	11	7310	3599	Elmwood/Willowdale Fence Repair Hurricane Florence
P1901652	Rivers & Associates, Inc	8-Apr-2019	\$ 17,300.00	\$ 5,800.00	11	7460	1991	Flood Study Stoney CreekPedestrian Bridge
P1900240	CDW Government, Inc	27-Jul-2018	\$ 1,406.39	\$ 1,406.39	11	7460	3511	Speaker System for WA Foster, Valcom PA System, Speakers, etc.
P1900089	Piedmont Service Group	6-Jul-2018	\$ 16,760.44	\$ 141.03	11	7460	3522	Quarterly HVAC Service and Maintenance Agreement
P2006155	Vortex Construction Co., LLC	30-Jun-2019	\$ 209,136.00	\$ 209,136.00	11	7460	5837	HV Brown Shelter
E0000002	Banner Self Service Module (Partial)		\$ 2,000.00	\$ 2,000.00	15	4137	4221	Banner Self Service HR Module
P1900921	Carolina Freightliner of Raleigh LLC	27-Nov-2018	\$ 75,702.00	\$ 75,702.00	15	4137	5474	2020 M2 106 Conventional Chassis Set Back Axle
P1900922	Carolina Freightliner of Raleigh LLC	27-Nov-2018	\$ 14,280.00	\$ 14,280.00	15	4137	5678	Godwin 10' 300U with Sides
P1900950	Carolina Freightliner of Raleigh LLC	29-Nov-2018	\$ 9,250.00	\$ 9,250.00	15	4137	5678	Additional Options Ref Godwin Revised Quote
P1901834	EJ USA Inc.	17-May-2019	\$ 15,569.75	\$ 15,569.75	61	4175	2993	Revo 24 BLT\$ Und SS Assembly; IRC 26/34; and other supplies
E0000002	Banner Self Service Module (Partial)		\$ 4,000.00	\$ 4,000.00	61	4175	4221	Banner Self Service HR Module
P1901474	Deere & Company	7-Mar-2019	\$ 63,064.77	\$ 63,064.77	61	4175	5228	John Deere 6120E Cab Tgractor (101 PTO HP)
P1801497	AH Environmental Consultants	4-Apr-2018	\$ 134,500.00	\$ 128,750.00	61	4176	1991	Consultant Services for Plate Settlers Project
P1901917	Netcom Business Solutions	5-Jun-2019	\$ 877.00	\$ 877.00	61	4176	2993	Comptuer equipment
P1900607	Airgas Specialty Products	27-Sep-2018	\$ 3,235.67	\$ 3,235.67	61	4176	2998	Ammonia
P1901784	Amerochem Corporation	9-May-2019	\$ 7,500.00	\$ 7,500.00	61	4176	2998	Sodium Hydroxide 50%
P1901786	Amerochem Corporation	9-May-2019	\$ 7,400.00	\$ 7,400.00	61	4176	2998	Activated Carbon 1000 lbs
P1901787	Amerochem Corporation	9-May-2019	\$ 7,455.00	\$ 7,455.00	61	4176	2998	Activated Carbon 1000 lbs
P1901788	Amerochem Corporation	9-May-2019	\$ 7,455.00	\$ 7,455.00	61	4176	2998	Activated Carbon 1000 lbs
P1901908	Geo Specialty Chemicals	4-Jun-2019	\$ 3,432.00	\$ 3,432.00	61	4176	2998	Aluminum Sulfate 50%
P1901909	Geo Specialty Chemicals	4-Jun-2019	\$ 3,432.00	\$ 3,432.00	61	4176	2998	Aluminum Sulfate 50%
P1801338	CITI, LLC	12-Mar-2018	\$ 19,200.00	\$ 16,744.75	61	4176	3522	Add Control & Monitoring Signals to existing Harris
P1801713	Carolina Coating Solution	14-May-2018	\$ 21,941.00	\$ 8,210.00	61	4176	3522	Prep Prime Paint & Seal Zinc Orthophosphate
P1901376	Charles R. Underwood Inc	18-Feb-2019	\$ 28,334.85	\$ 28,334.85	61	4176	3522	Provide & Isntall 18: ClaVal 581 Silent Check Valve
P1901630	Aerzen USA Corporation	3-Apr-2019	\$ 16,018.40	\$ 16,018.40	61	4176	3522	Aertronic Controller Delta Blower & Install
P1901695	Carolina Technical Services	17-Apr-2019	\$ 12,277.20	\$ 12,277.20	61	4176	3522	PMD75 Filter LOH Transmitters, Installation & Programming
P1901714	Carolina Technical Services	23-Apr-2019	\$ 6,720.00	\$ 6,720.00	61	4176	3522	Lot Service for Filter Draw Down Adjustments, Lot Service for Clear Well Draw Down Adjustments
P1901750	Hoist & Crane Systems Inc	30-Apr-2019	\$ 5,075.00	\$ 5,075.00	61	4176	3522	NRPS Hoist Replacement 5 Ton Low Headroom Chain; Installation & Service
P1901839	Pearson Pump Sales & Service Incorporated	17-May-2019	\$ 19,374.92	\$ 19,374.92	61	4176	3522	700 GPM@25TDH Vertical Turbine, 10HP480V3Ph Motor,
P1901983	Carotek Ink	12-Jun-2019	\$ 3,010.00	\$ 3,040.00	61	4176	3522	DTS 3245 Side Mount Cooling Unit NEMA 12 460 VAC
P1901985	CITI, LLC	12-Jun-2019	\$ 8,120.00	\$ 8,120.00	61	4176	3522	Intouch 2014 R2 Runtime Licenses 60k Tags w/o IO
E0000002	Banner Self Service Module (Partial)		\$ 4,000.00	\$ 4,000.00	61	4176	4221	Banner Self Service HR Module
P1901974	U.S. Army Corps of Engineers	11-Jun-2019	\$ 600,000.00	\$ 600,000.00	61	4176	5094	Non-Federal Sponsor Cost Share for Neuse River
P1900214	City of Wilson	24-Jul-2018	\$ 46,500.00	\$ 40,200.76	61	4176	5202	Connect Water Filtration Plant on Jordan Blvd
P1901684	Crop Production Services	15-Apr-2019	\$ 5,000.00	\$ 5,000.00	61	4177	2993	Reclaimed Sprayfield Fertilizer



# Purchase Order Rollovers FY19 to FY20

Prepared: cfg 8/13/2019 9:08 PM

PO #	Vendor Name	PO Date	Original Amount	Remaining Balance	Fund	Orgn	Acct	For?
P1801887	Carolina Coating Solution	8-Jun-2018	\$ 10,998.00	\$ 10,998.00	61	4177	3522	Paint Westbrook Lift Station (Pipes, Stairs, Hand Rails)
P1900024	Aqua-Aerobic Systems, Inc.	2-Jul-2018	\$ 150,313.00	\$ 93,275.03	61	4177	3522	Rebuild Sand Filter
P1900029	Carolina Coating Solution	2-Jul-2018	\$ 25,320.00	\$ 25,320.00	61	4177	3522	Paint Clarifier #2
P1901585	Pearson Pump Sales & Service Incorporated	27-Mar-2019	\$ 10,000.00	\$ 10,000.00	61	4177	3522	McCall's Pump Station Repair
P1901773	Electrical Contracting Services of North Carolina	9-May-2019	\$ 5,386.69	\$ 5,386.69	61	4177	3522	Provide & Install LED Lamp Fixtures in Blower Room
P1901953	Electrical Contracting Services of North Carolina	10-Jun-2019	\$ 20,000.00	\$ 20,000.00	61	4177	3522	SOW 19062-Provide & Install 1 40HP VFD at Pecan
P1901972	United Rentals Inc	11-Jun-2019	\$ 25,125.00	\$ 25,125.00	61	4177	3522	12" Hydraulic Submersible Pump
P1900389	Pearson Pump Sales & Service Incorporated	20-Aug-2018	\$ 30,687.65	\$ 30,687.65	61	4177	3608	Remove & repalce Volute to Pump #5 @ Westbrook Lift Station
E0000002	Banner Self Service Module (Partial)		\$ 4,000.00	\$ 4,000.00	61	4177	4221	Banner Self Service HR Module
P1900731	The Wooten Company	18-Oct-2018	\$ 62,500.00	\$ 42,170.00	61	4178	1991	Engineer Services Amend # 1 Wastewater System
P1900732	The Wooten Company	18-Oct-2018	\$ 187,500.00	\$ 187,500.00	61	4178	1991	Engineer Services Amend # 1 Water System
P1901099	Herring & Rivenbark, Inc.	3-Jan-2019	\$ 1,447,977.00	\$ 610,530.15	61	4178	3599	2018 Wastewater Collection System Rehab Project
P1901296	Pearson Pump Sales & Service Incorporated	4-Feb-2019	\$ 7,322.00	\$ 7,322.00	61	4178	3599	Gbig Cherry Lift Station Flood Pump Repair & Labor
P1902004	Wayne Roofing	24-Jun-2019	\$ 113,400.00	\$ 32,700.00	61	4178	3599	FEMA roof repairs to Remove Residual Ammonia, Repair Leaking Fill Valve
P1902005	Ferguson Waterworks	21-Jun-2019	\$ 108,112.72	\$ 108,112.72	61	4178	5152	Wastewater Collection System Modeling
P1901829	McKim & Creed, Inc.	15-May-2019	\$ 164,900.00	\$ 107,185.00	61	4178	5741	Repainting Center/Holly St Water Tank; Access hatch Replacement
P1901768	Utility Service Company, Inc.	8-May-2019	\$ 1,050,175.00	\$ 818,249.50	61	4178	5912	Quality Control Inspection-Center&Holly Water Tank
P1901960	QC by Zeke, LLC	11-Jun-2019	\$ 37,500.00	\$ 30,500.00	61	4178	5912	Water Tank
P1901904	R & H Oil Company Inc	4-Jun-2019	\$ 10,000.00	\$ 5,920.04	61	4179	2591	Compost Fuel
P1901999	Griffin Garage Doors	12-Jun-2019	\$ 9,600.00	\$ 9,600.00	61	4179	3511	14 x 14 Liftmaster Door
P1901998	James River Equipment	12-Jun-2019	\$ 7,171.28	\$ 7,171.28	61	4179	3522	Grate, hammers, rakers
P1901854	Herring	21-May-2019	\$ 1,350.00	\$ 1,350.00	70	8350	2113	Art Mural "Hey Y'all"
P1901711	Weil Enterprises	23-Apr-2019	\$ 20,000.00	\$ 20,000.00	70	8350	5142	Parking Lot Pavement
P1902006	Turner Asphalt	24-Jun-2019	\$ 446,537.73	\$ 446,537.73	G1105	4136	3588	Street Resurfacing Remaining \$2,627,358.15 Bid
P1901074	Moseley Architects, PC	29-Dec-2018	\$ 84,000.00	\$ 48,565.48	G1106	6124	5899	Construction Management Police Evidence Room & Fire Station 4 Upgrade
P1901717	Brady Integrated Security, Inc.	23-Apr-2019	\$ 68,212.97	\$ 33,085.81	G1106	6124	5899	Security for Police Evidence Addition
P1902010	Brooks Network Services, LLC	26-Jun-2019	\$ 82,346.95	\$ 82,346.95	G1106	6124	5899	Cabling for Police Expansion and Fire Station
P1900771	T A Loving Company	25-Oct-2018	\$ 8,344,167.30	\$ 6,160,317.27	S1102	8481	5969	Ph IV Sewer SRF
<b>Total</b>			<b>\$ 15,437,087.03</b>	<b>\$ 11,627,460.20</b>				<b>109</b>

ORDINANCE NO. 2019 -

AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE  
CITY OF GOLDSBORO FOR THE 2019-20 FISCAL YEAR

WHEREAS, the City Council of the City of Goldsboro adopted the FY2019-2020 Annual Operating Budget on June 17, 2019; and

WHEREAS, amendments may become necessary as circumstances arise; and

WHEREAS, it is necessary to amend the General Fund, Stormwater Fund, Utility Fund, and Downtown District Fund; and

WHEREAS, the City follows the preferred practice of the Local Government Commission (Division of the State Treasurer's Office) which recommends following the Reserve for Encumbrances method to honor prior year encumbrances; and

WHEREAS, it is necessary to appropriate funds for expenditures to provide for continuing contracts previously entered into in the prior fiscal year but not filled prior to June 30, 2019, and this will be funded with an appropriation of fund balance in each respective fund.

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

1. The Budget Ordinance for the 2019-20 Fiscal Year is and hereby, amended:

A. Appropriating Fund Balance of the **General Fund** by **\$1,516,984.83**.

B. Increasing the appropriated expense of the following General Fund Departments by the corresponding amounts:

City Manager's Office	\$	193,603.12
Inspections		195,688.00
Downtown Development		4,000.00
Information Technology		86,866.28
Public Works – Adm.		8,520.00
Garage		2,135.00
Building Maintenance		110,000.00
Cemetery		2,440.91
Finance		17,636.63
Planning Department		181,974.89
Solid Waste		314,810.92
Fire		96,796.07
Police		78,505.64
Special Expense		7,523.95
Parks & Recreation		216,483.42
<b>Total General Fund</b>	<b>\$</b>	<b>1,516,984.83</b>

C. Appropriating Fund Balance of the **Stormwater Fund** by **\$101,232.00**.

D. Increasing the appropriated expense of the following Stormwater Fund Operations by the corresponding amounts:

Stormwater Operations		101,232.00
<b>Total Stormwater Fund</b>	<b>\$</b>	<b>101,232.00</b>

E. Appropriating Fund Balance of the **Utility Fund** by **\$3,217,040.13**.

F. Increasing the appropriated expense of the following Utility Fund Departments by the corresponding amounts:

Distributions & Collections	\$ 82,634.52
Water Plant	937,652.55
Waste Treatment lant	229,792.37
Capital Expnese	1,944,269.37
Compost Facility	22,691.32
<b>Total Utility Fund</b>	<b><u>\$ 3,217,040.13</u></b>

G. Appropriating Fund Balance of the **Downtown District Fund** by **\$21,350.00**.

H. Increasing the appropriated expense of the following Downtown District Fund by the corresponding amounts:

Downtown District	<u>21,350.00</u>
<b>Total Downtown District Fund</b>	<b><u>\$ 21,350.00</u></b>

2. This Ordinance shall be in full force and effect from and after July 1, 2019.

(Seal)

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 19, 2019 COUNCIL MEETING

SUBJECT: Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for Surplus Real Property

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

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

**411 Wilson and Woodrow Street (2 parcels)**

Offeror: Maria Cruz Vera

Offer: \$4,310.00

Bid Deposit: \$215.50

Parcel # (REID): 0056333 (Woodrow) Pin #: 3600239038

Tax Value: \$4,250.00 Zoning: GB

Parcel # (REID): 0056271 (411 Wilson) Pin #: 3600229919

Tax Value: \$4,370.00 Zoning: GB

**812 First Street**

Offeror: Joel N. Scarboro

Offer: \$750.00

Bid Deposit: \$37.50

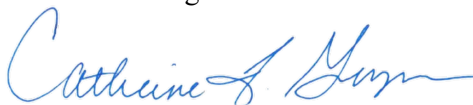
Parcel # (REID): 0052690 Pin #: 3509481801

Tax Value: \$ 1,500.00 Zoning: R-9

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

1. Accept or reject offer on 411 Wilson and Woodrow lots. If accepted, adopt attached resolution authorizing Finance to advertise for upset bids.
2. Accept or reject offer on 812 First Street. If accepted, adopt attached resolution authorizing Finance to advertise for upset bids.

Date: 8/13/2019

  
Catherine F. Gwynn, Finance Director

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

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

**RESOLUTION NO. 2019- \_\_\_\_\_**

**RESOLUTION AUTHORIZING UPSET BID PROCESS**

WHEREAS, the City of Goldsboro and County of Wayne jointly own certain real property at **411 Wilson Street (Pin #3600229919)** and **Woodrow Street (Pin #3600239038)**; and

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

WHEREAS, the City has received an offer to purchase the property described above, in the amount of **\$4,310.00 (Four Thousand Three Hundred Ten Dollars and no/100)** submitted by **Maria Cruz Vera (Offeror)**; and

WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of **\$215.50 (Two Hundred Fifteen Dollars and 50/100)**;

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

- 1) The City Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
- 2) The Finance Director shall cause a notice of the proposed sale to be published in a newspaper of general circulation within its jurisdiction. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
- 3) Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Finance Director at 200 N. Center Street, Goldsboro, NC 27530 during normal business hours within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Finance Director shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
- 4) If a qualifying higher bid is received, the Finance Director shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
- 5) A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.
- 6) A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The city will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The city will return the deposit of the final high bidder at closing.
- 7) The terms of the final sale are:
  - a) City Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed.
  - b) The Wayne County Board of Commissioners must approve the final sale by concurrence after final approval by City Council.
  - c) Buyer must pay with cash at the time of closing.
  - d) Buyer must pay closing costs.
- 8) The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

- 9) If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. City staff is authorized to seek concurrence from the Wayne County Board of Commissioners and upon such approval, the appropriate city officials are authorized to execute the instruments necessary to convey the property to Offeror.

This resolution shall be in full force and effect from and after this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

(Seal)

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

**RESOLUTION NO. 2019- \_\_\_\_\_**

**RESOLUTION AUTHORIZING UPSET BID PROCESS**

WHEREAS, the City of Goldsboro and County of Wayne jointly own certain real property at **812 First Street (Pin #3509481801)**; and

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

WHEREAS, the City has received an offer to purchase the property described above, in the amount of **\$750.00 (Seven Hundred Fifty Dollars and no/100)** submitted by **Joel N. Scarboro (Offeror)**; and

WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of **\$37.50 (Thirty Seven Dollars and 50/100)**;

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

- 1) The City Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
- 2) The Finance Director shall cause a notice of the proposed sale to be published in a newspaper of general circulation within its jurisdiction. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
- 3) Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Finance Director at 200 N. Center Street, Goldsboro, NC 27530 during normal business hours within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Finance Director shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
- 4) If a qualifying higher bid is received, the Finance Director shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
- 5) A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.
- 6) A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The city will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The city will return the deposit of the final high bidder at closing.
- 7) The terms of the final sale are:
  - a) City Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed.
  - b) The Wayne County Board of Commissioners must approve the final sale by concurrence after final approval by City Council.
  - c) Buyer must pay with cash at the time of closing.
  - d) Buyer must pay closing costs.
- 8) The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
- 9) If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby



accepted. City staff is authorized to seek concurrence from the Wayne County Board of Commissioners and upon such approval, the appropriate city officials are authorized to execute the instruments necessary to convey the property to Offeror.

This resolution shall be in full force and effect from and after this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

(Seal)

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

I, MARIA CRUZ VERA would like to offer the

City of Goldsboro the sum of \$4,310.00 for Both Parcels for the  
purchase of property at the following location:

Parcel: 3600239038 / 3600229919

Street: Woodrow St / 411 Wilson St  
Bid Amount \$2,125.00 Bid Amount \$2,185.00

Signed: Maria Cruz Vera

Date: 7/26/19

Name MARIA CRUZ VERA

Address: 101 ANGELITA LN. DUDLEY NC 28333

Phone: 919-394-5265 / 919-221-1803

Email: 4405604@gmail.com

Amount of Bid Deposit: \$215.50

RECEIVED

2019 JUL 26 PM 3:02

CITY OF GOLDSBORO  
FINANCE DEPARTMENT

SERVIO SANCHEZ  
919-221-1803  
PAOP REALTY

MARIA CRUZ VERA  
LA CUATA MEXICAN RESTAURANT  
PH. 919-394-6414  
4348 US HWY. 117 SOUTH ALT  
DUDLEY, NC 28333-5220

997

DATE

7/26/19

PAY TO  
THE ORDER OF

City of Golososo 20

\$ 215.50

Two Hundred Fifteen and 50/100

DOLLARS



Security Features  
Detailed on Back

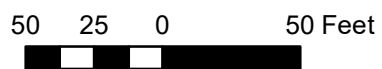
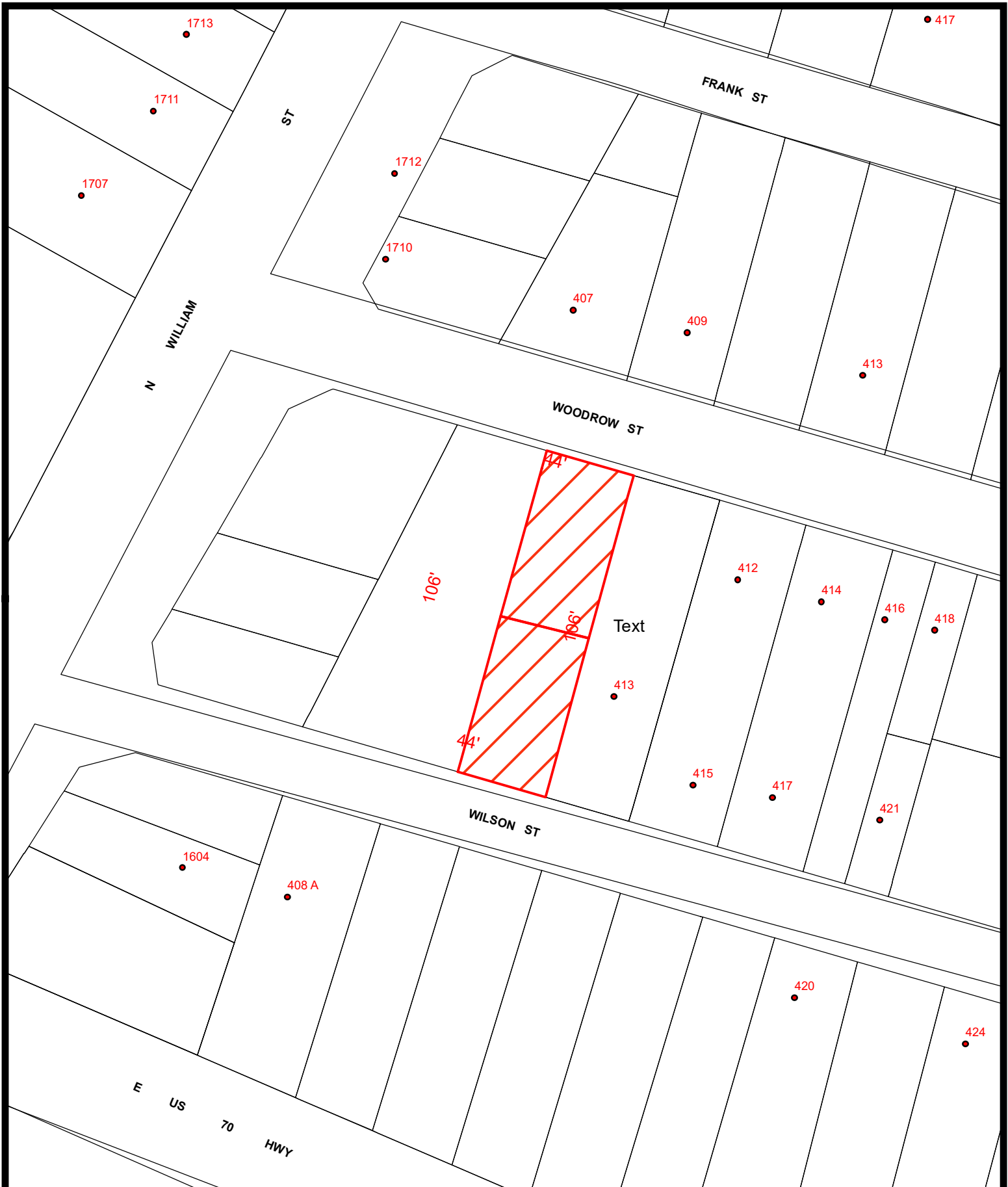
**Southern Bank**  
Mount Olive

MEMO Woodrow Wilson Lotts

Maria Cruz

MP

SPECIALTY GWR



<b><u>OBJECTID</u></b>	<b><u>PIN</u></b>	<b><u>Owner Name</u></b>
47094	3600229919	WAYNE COUNTY &
<b><u>Co-Owner Name</u></b>	<b><u>Owner Address 1</u></b>	<b><u>Owner Address 2</u></b>
CITY OF GOLDSBORO	PO BOX 227	
<b><u>Owner Address 3</u></b>	<b><u>Owner City</u></b>	<b><u>Owner State</u></b>
	GOLDSBORO	NC
<b><u>Owner Zip</u></b>	<b><u>Unit or Apt</u></b>	<b><u>Deed Date</u></b>
27533-0227		11/9/2015 12:00:00 AM
<b><u>REID</u></b>	<b><u>Deed Book</u></b>	<b><u>Deed Page</u></b>
0056271	3190	642
<b><u>Sale Month</u></b>	<b><u>Sale Year</u></b>	<b><u>Sale Price</u></b>
11	2015	0
<b><u>Previous Deed Book</u></b>	<b><u>Previous Deed Page</u></b>	<b><u>Previous Sale Month</u></b>
01756	0195	1
<b><u>Previous Sales Year</u></b>	<b><u>Previous Sale Price</u></b>	<b><u>Property Use</u></b>
2000	110000	01 - SINGLE FAMILY RESIDENTIAL
<b><u>Record Source</u></b>	<b><u>Property Address</u></b>	<b><u>Legal Description</u></b>
Owner	411 WILSON ST	N WILSON ST
<b><u>Acres</u></b>	<b><u>Neighborhood</u></b>	<b><u>Account Number</u></b>
1	01201	79266550
<b><u>Township Code</u></b>	<b><u>Building Value</u></b>	<b><u>Outbuilding Value</u></b>
12	0	120
<b><u>Land Value</u></b>	<b><u>Total Market Value</u></b>	<b><u>Total Assessed Value</u></b>
4250	4370	4370
<b><u>Vacant Or Improved</u></b>	<b><u>Vacant or Improved 2</u></b>	
V	I	

Users of the GIS information/data contained in this web mapping application are hereby notified that the information was compiled from recorded deeds, plats and other public records and data. Users are notified that the aforementioned public primary information sources should be consulted for verification of the data contained in this information. The County of Wayne and the mapping companies or other entities assume no legal responsibility for the information contained herein. By accepting this disclaimer you agree and understand the disclaimer.

<b><u>OBJECTID</u></b>	<b><u>PIN</u></b>	<b><u>Owner Name</u></b>
47540	3600239038	WAYNE COUNTY &
<b><u>Co-Owner Name</u></b>	<b><u>Owner Address 1</u></b>	<b><u>Owner Address 2</u></b>
CITY OF GOLDSBORO	PO BOX 227	
<b><u>Owner Address 3</u></b>	<b><u>Owner City</u></b>	<b><u>Owner State</u></b>
	GOLDSBORO	NC
<b><u>Owner Zip</u></b>	<b><u>Unit or Apt</u></b>	<b><u>Deed Date</u></b>
27533-0227		11/9/2015 12:00:00 AM
<b><u>REID</u></b>	<b><u>Deed Book</u></b>	<b><u>Deed Page</u></b>
0056333	3190	642
<b><u>Sale Month</u></b>	<b><u>Sale Year</u></b>	<b><u>Sale Price</u></b>
11	2015	0
<b><u>Previous Deed Book</u></b>	<b><u>Previous Deed Page</u></b>	<b><u>Previous Sale Month</u></b>
01756	0195	1
<b><u>Previous Sales Year</u></b>	<b><u>Previous Sale Price</u></b>	<b><u>Property Use</u></b>
2000	110000	01 - SINGLE FAMILY RESIDENTIAL
<b><u>Record Source</u></b>	<b><u>Property Address</u></b>	<b><u>Legal Description</u></b>
Owner	WOODROW ST	WOODROW ST
<b><u>Acres</u></b>	<b><u>Neighborhood</u></b>	<b><u>Account Number</u></b>
1	01201	79266550
<b><u>Township Code</u></b>	<b><u>Building Value</u></b>	<b><u>Outbuilding Value</u></b>
12	0	0
<b><u>Land Value</u></b>	<b><u>Total Market Value</u></b>	<b><u>Total Assessed Value</u></b>
4250	4250	4250
<b><u>Vacant Or Improved</u></b>	<b><u>Vacant or Improved 2</u></b>	
V	I	

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## Wayne County - Basic Search



## Basic Search ?

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

Parcel #: 3600239038

Account #: 79266550

<b>Owner Information</b>	<b>Tax Codes</b>
WAYNE COUNTY & CITY OF GOLDSBORO PO BOX 227 GOLDSBORO, NC 27533	C ADVLTAX - COUNTYWIDE ADVALOREM TAX CI01ADVL TAX - CITY - GOLDSBORO
<b>Property Information</b>	<b>Township</b>
Land (Units/Type): 1.000 LT Address: WOODROW ST	12
<b>Deed Information</b>	<b>Local Zoning</b>
Date: 11/2015 Book: 03190 Page: 0642 Plat Book: Page:	GB
<b>Legal Description</b>	<b>Alternate Parcel Number</b>
WOODROW ST	12000053002006
<b>Property Values</b>	
<b>Building:</b>	0
<b>OBXF:</b>	0
<b>Land:</b>	4,250
<b>Market:</b>	4,250
<b>Assessed:</b>	4,250
<b>Deferred:</b>	0

## Sales Information

No.	Book	Page	Month	Year	Instrument	Qual/UnQual	Improved	Price
1	00987	0305	01	1980	WD	Unqualified	Improved	100,000
2	01756	0195	01	2000	WD	Unqualified	Improved	110,000
3	03190	0642	11	2015	WD	Unqualified	Vacant	0

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

<< [Return to Basic Search](#)

All information on this site is prepared for the inventory of real property found within Wayne County. All data is compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public information sources should be consulted for verification of the information. All information contained herein was created for the Wayne County's internal use. Wayne County, its employees and agents make no warranty as to the correctness or accuracy of the information set forth on this site whether express or implied, in fact or in law, including without limitation the implied warranties of merchantability and fitness for a particular use. If you have any questions about the data displayed on this website please contact the Wayne County Tax Department at 919-731-1461 option #2.

1.4.1



**WAYNECOUNTY**  
NORTH CAROLINA  
Wayne County Web Site

## Wayne County - Basic Search

### Basic Search

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

**Parcel #:** 3600229919

**Account #:** 79266550

<b>Owner Information</b> WAYNE COUNTY & CITY OF GOLDSBORO PO BOX 227 GOLDSBORO, NC 27533	<b>Tax Codes</b> C ADVL TAX - COUNTYWIDE ADVALOREM TAX CI01ADVL TAX - CITY - GOLDSBORO
<b>Property Information</b> Land (Units/Type): 1.000 LT Address: 411 WILSON ST	<b>Township</b> 12
<b>Deed Information</b> Date: 11/2015 Book: 03190 Page: 0642 Plat Book: Page:	<b>Local Zoning</b> GB
<b>Legal Description</b> N WILSON ST	<b>Alternate Parcel Number</b> 12000053002017
<b>Property Values</b>	
<b>Building:</b>	0
<b>OBXF:</b>	120
<b>Land:</b>	4,250
<b>Market:</b>	4,370
<b>Assessed:</b>	4,370
<b>Deferred:</b>	0

### Sales Information

No.	Book	Page	Month	Year	Instrument	Qual/UnQual	Improved	Price
1	00987	0305	01	1980	WD	Unqualified	Improved	100,000
2	01756	0195	01	2000	WD	Unqualified	Improved	110,000
3	03190	0642	11	2015	WD	Unqualified	Vacant	0

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

[<< Return to Basic Search](#)

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1.4.1




I, Joel Scarborough would like to offer the  
City of Goldsboro the sum of \$ 750.00 "50% Tax value" for the

purchase of property (50% of property – property divided between two adjacent owners) at the following location:

Parcel: 3509481801

Street: 812 First st Goldsboro, NC 27534

Signed: 

Date: 7-11-19

Name Sand F Realty Group LLC

Address: P.O. Box 601 Selma, NC 27576

Phone: 919-296-4466

Email: SandFRealtygroupLLC@gmail.com

Amount of Bid Deposit: \$ 37.50

RECEIVED

2019 JUL 11 PM 1:00

CITY OF GOLDSBORO  
FINANCE DEPARTMENT

Joel N Scarboro  
PO Box 601  
Selma, NC 27576

220

7-11-2019

CHECKSAFE

PAY TO THE  
ORDER OF

City of Goldboro

\$ 37.50

Thirty Seven dollars <sup>50</sup>/<sub>100</sub>

DOLLARS

 Security features  
are indicated  
throughout on back.

Inova Federal Credit Union

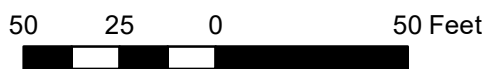
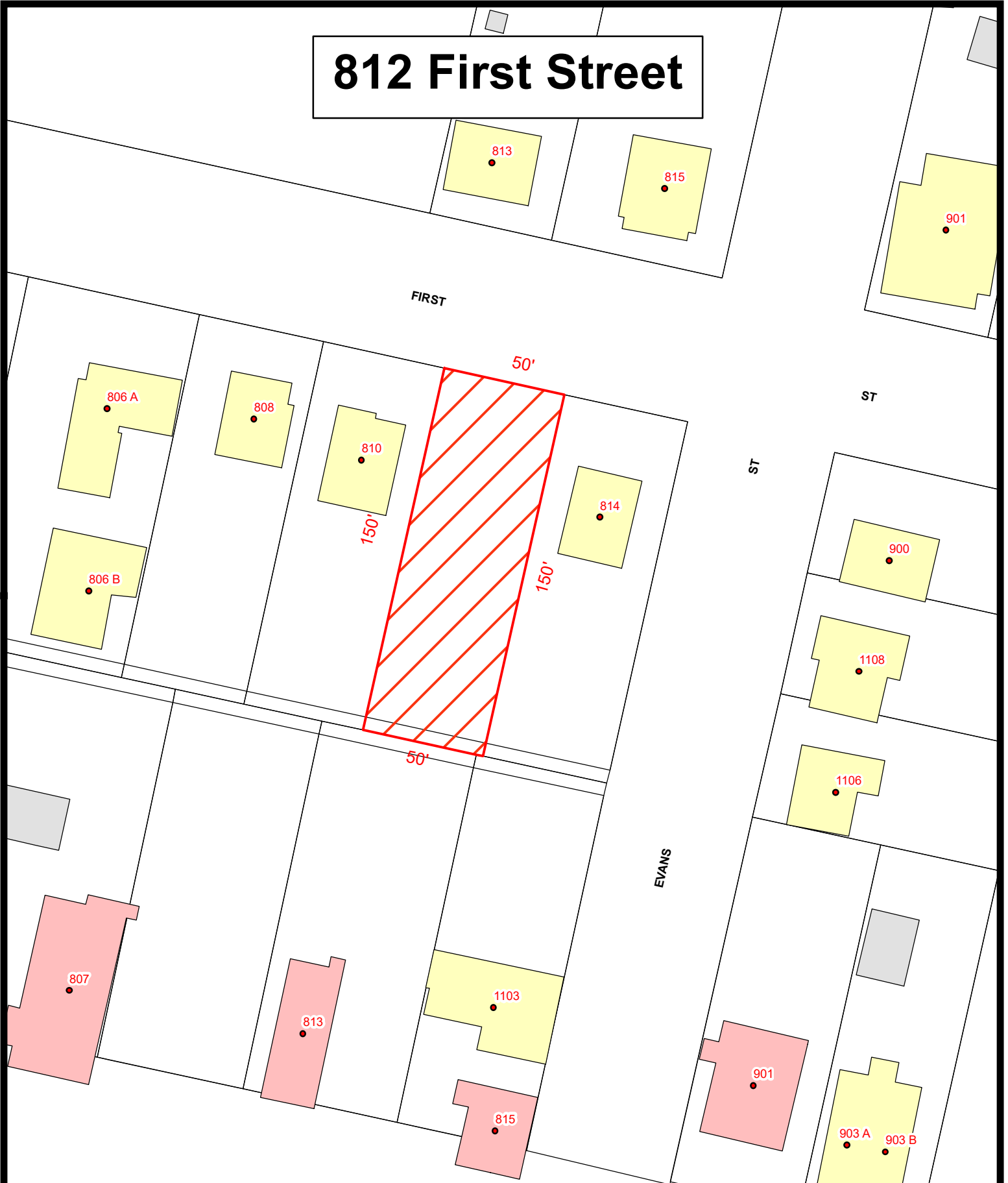
FOR

Payment



MP

# 812 First Street



<b><u>OBJECTID</u></b>	<b><u>PIN</u></b>	<b><u>Owner Name</u></b>
17267	3509481801	WAYNE COUNTY &
<b><u>Co-Owner Name</u></b>	<b><u>Owner Address 1</u></b>	<b><u>Owner Address 2</u></b>
CITY OF GOLDSBORO	PO BOX 227	
<b><u>Owner Address 3</u></b>	<b><u>Owner City</u></b>	<b><u>Owner State</u></b>
	GOLDSBORO	NC
<b><u>Owner Zip</u></b>	<b><u>Unit or Apt</u></b>	<b><u>Deed Date</u></b>
27533-0227		1/1/1901 12:00:00 AM
<b><u>REID</u></b>	<b><u>Deed Book</u></b>	<b><u>Deed Page</u></b>
0052690	319	246
<b><u>Sale Month</u></b>	<b><u>Sale Year</u></b>	<b><u>Sale Price</u></b>
1	1901	0
<b><u>Previous Deed Book</u></b>	<b><u>Previous Deed Page</u></b>	<b><u>Previous Sale Month</u></b>
<b><u>Previous Sales Year</u></b>	<b><u>Previous Sale Price</u></b>	<b><u>Property Use</u></b>
		01 - SINGLE FAMILY RESIDENTIAL
<b><u>Record Source</u></b>	<b><u>Property Address</u></b>	<b><u>Legal Description</u></b>
Owner	FIRST ST	LT 7 BLK 2 REVILO
<b><u>Acres</u></b>	<b><u>Neighborhood</u></b>	<b><u>Account Number</u></b>
0	12901	79266550
<b><u>Township Code</u></b>	<b><u>Building Value</u></b>	<b><u>Outbuilding Value</u></b>
12	0	0
<b><u>Land Value</u></b>	<b><u>Total Market Value</u></b>	<b><u>Total Assessed Value</u></b>
1500	1500	1500
<b><u>Vacant Or Improved</u></b>	<b><u>Vacant or Improved 2</u></b>	
I		

Users of the GIS information/data contained in this web mapping application are hereby notified that the information was compiled from recorded deeds, plats and other public records and data. Users are notified that the aforementioned public primary information sources should be consulted for verification of the data contained in this information. The County of Wayne and the mapping companies or other entities assume no legal responsibility for the information contained herein. By accepting this disclaimer you agree and understand the disclaimer.

## Wayne County - Basic Search



## Basic Search ?

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

Parcel #: 3509481801

Account #: 79266550

Owner Information
WAYNE COUNTY & CITY OF GOLDSBORO PO BOX 227 GOLDSBORO, NC 27533

Tax Codes
C ADVL TAX - COUNTYWIDE ADVALOREM TAX C101ADVL TAX - CITY - GOLDSBORO

Property Information
Land (Units/Type): 0.000 Address: FIRST ST

Township
12

Deed Information
Date: 01/1901 Book: 00319 Page: 0246 Plat Book: Page:

Local Zoning
R-9

Legal Description
LT 7 BLK 2 REVILO

Alternate Parcel Number
12000079002008

Property Values	
Building:	0
OBXF:	0
Land:	1,500
Market:	1,500
Assessed:	1,500
Deferred:	0

## Sales Information

No.	Book	Page	Month	Year	Instrument	Qual/UnQual	Improved	Price
1	00319	0246	01	1901	WD	Unqualified	Improved	0

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

[<< Return to Basic Search](#)

All information on this site is prepared for the inventory of real property found within Wayne County. All data is compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public information sources should be consulted for verification of the information. All information contained herein was created for the Wayne County's internal use. Wayne County, its employees and agents make no warranty as to the correctness or accuracy of the information set forth on this site whether express or implied, in fact or in law, including without limitation the implied warranties of merchantability and fitness for a particular use. If you have any questions about the data displayed on this website please contact the Wayne County Tax Department at 919-731-1461 option #2.

1.4.1

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 19, 2019 COUNCIL MEETING

**SUBJECT:** Authorize final sale on surplus real property 501 Dail Street

**BACKGROUND:** Board authorized staff to advertise for upset bid on 5/6/19 (G.S. §160A-266 and 160A-269) on 501 Dail Street.  
Advertisement 5/12/19 - Upset bid received from Mr. Frederick H. Davis  
Advertisement 6/2/19 - No upset bids received during 2<sup>nd</sup> upset bid advertisement period.

**DISCUSSION:** Offer received and accepted by the Board on May 6, 2019:  
501 Dail St.  
Offeror: Wayne Virgo Hill  
Offer: \$2,315.00  
Bid Deposit: \$155.00  
Parcel #: 0051900 Pin #: 3509331059  
Tax Value: \$4,630.00 Zoning: R-6

**Final Offer: \$2,480.75**  
**Bid Deposit \$124.04**  
**Upset Bid Offeror: Frederick H. Davis**  
The upset bid offer complied with the statutory requirement of at least 10% of the offer for the first \$1,000 and at least 5% of any amount over. The bid deposit also complied with the statutory requirement of at least 5% of the upset bid offer.

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

1. Adopt the attached Resolution authorizing the sale of 501 Dail Street to Mr. Frederick H. Davis. If adopted, City staff will request concurrence by Wayne County Board of Commissioners and upon mutual agreement, City staff will execute the necessary instruments to convey ownership of the property in accordance with G.S. §160A-266 and 160A-269.

Date: 8/13/2019



Catherine F. Gwynn, Finance Director

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

Timothy M. Salmon, City Manager

**RESOLUTION NO. 2019- \_\_\_\_\_**

**RESOLUTION AUTHORIZING FINAL SALE OF SURPLUS REAL PROPERTY**

WHEREAS, the City of Goldsboro and the County of Wayne jointly own certain real property, **501 Dail Street (Pin #3509331059)**; and

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

WHEREAS, the City received an offer to purchase the property described above, in the amount of **\$2,315.00 (Two Thousand Three Hundred Fifteen Dollars and no/100)** submitted by **Wayne Virgo Hill (Original Offeror)**, and authorized staff to initiate the upset bid process on May 6, 2019; and

WHEREAS, the City properly advertised for upset bids and received an upset bid in the amount of **\$2,480.75 (Two Thousand Four Hundred Eighty Dollars and 75/100)** submitted by **Frederick H. Davis (Upset Bidder)**; and

WHEREAS, Upset Bidder has paid the required five percent (5%) deposit on his/her offer in the amount of **\$124.04 (One Hundred Twenty Four Dollars and 04/100)**;

WHEREAS, the City properly advertised for upset bids a second time on June 2, 2019 and received no further upset bids.

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

- 1) The City Council hereby accepts the final upset bid and awards to the highest, responsive, responsible bidder, Mr. Frederick H. Davis.
- 2) The terms of the final sale are:
  - a) Buyer must pay with cash at the time of closing.
  - b) Buyer must pay closing costs.
- 3) City staff shall request concurrence from the Wayne County Board of Commissioners for the sale of said property.
- 4) Upon concurrence by the Wayne County Board of Commissioners, the appropriate city officials are authorized to execute the instruments necessary to convey the property to Mr. Frederick H. Davis.

This resolution shall be in full force and effect from and after this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

(Seal)

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

I, Frederick H. Davis would like to offer the

City of Goldsboro the sum of \$2,480.75 for the  
purchase of property at the following location:

Parcel: 3509331059

Street: 501 Dail St.

Signed: Frederick H. Davis

Date: 04/15/2019

Name Frederick H. Davis

Address: 810 E. Holy St.

010 221 8155

FREDERICK H. DAVIS

810 E. HOLLY ST.  
GOLDSBORO, NC 27530

6905

4-15-19

PAY

to the order of

City of Goldsboro

Date

\$ 124.04

one hundred and twenty four dollars and four cents

Dollars

1

Security  
Features  
Details on  
Back

BB&T

BRANCH BANKING AND TRUST COMPANY  
1-800-BANK BBT BBT.com

For

Deposit 501-Dail St

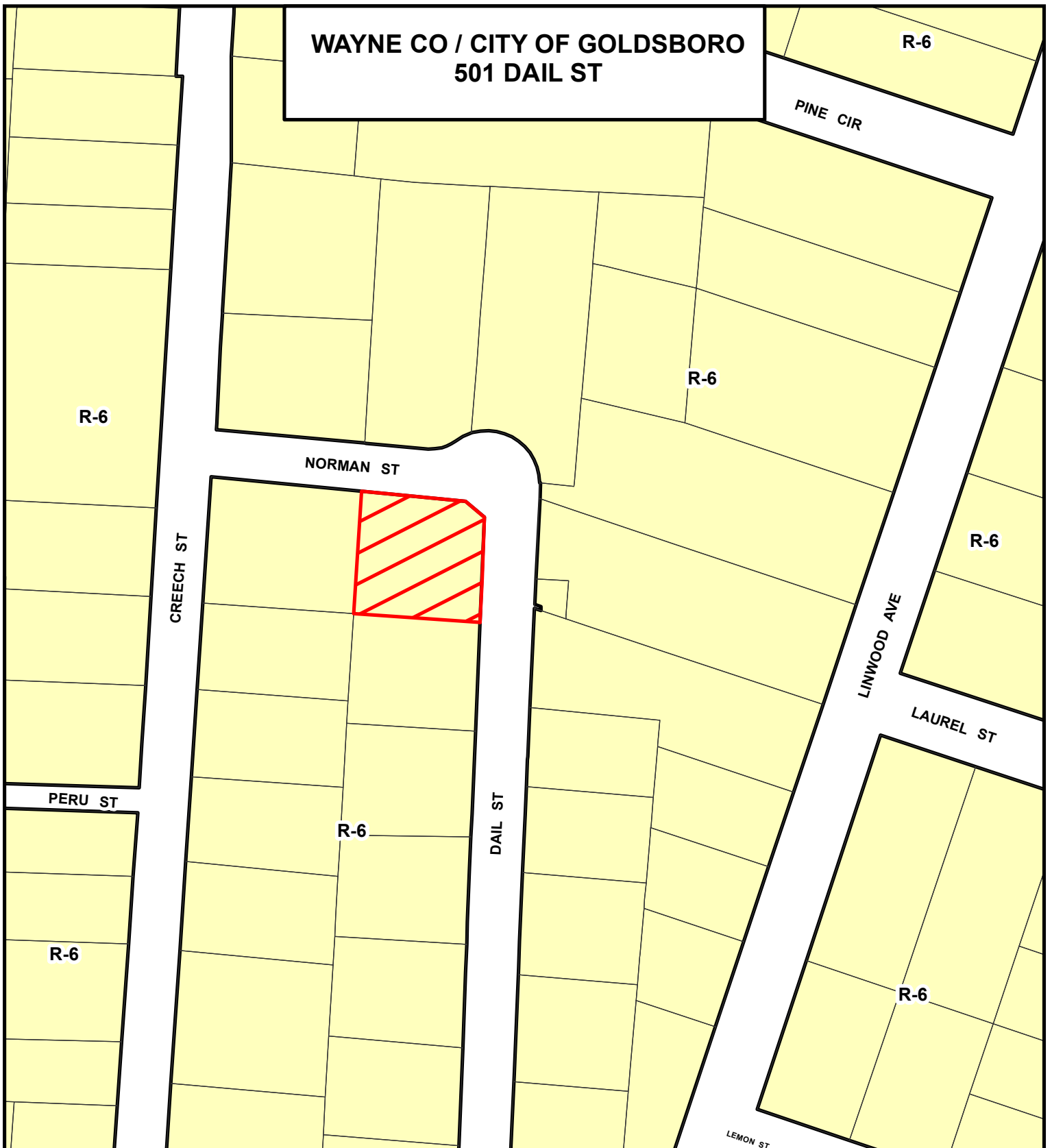
Frederick H. Davis

Marked Clearly

Rec'd 4/15/19 968  
from Octavian Murphy



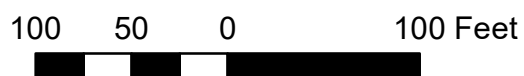
WAYNE CO / CITY OF GOLDSBORO  
501 DAIL ST



**ZONING KEY**

R-6 - Residential 6,000 Sq. Ft.

**WAYNE CO. PARCEL # 12 3509 33 1059**  
**Conforming Parcel**



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 19, 2019

**SUBJECT:** City of Goldsboro Personnel Policy Revision – Anti-Harassment Policy

**BACKGROUND:** The City of Goldsboro’s Personnel Policy was last revised on December 1, 2017. The current policy does not address some of the more recent policy issues that have been encountered regarding Harassment in the workplace.

**DISCUSSION:** As advised by legal counsel and recommended by the Director of Human Resources, it has been determined that the current Harassment Policy is in need of revisions as outlined by the U.S. Equal Employment Opportunity Commission better known as EEOC. All city employees will be trained on the newly revised Anti-Harassment policy and the policy will be made available on the city’s intranet for future reference. The policy will also be published on the city’s website for reference by non-city employees, affiliates of the city and vendors.

The affected Article and Section is attached for review. A revision will be made to the Personnel Policy upon approval of the attached document.

**RECOMMENDATION:** It is recommended that the City Council, by motion, approve the attached revised section of the Personnel Policy as requested above. The revisions shall become effective immediately.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bernadette Dove  
Human Resources Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tim Salmon  
City Manager

## **Section 6. Anti-Harassment**

It is the policy of the City of Goldsboro to maintain a working environment that is free from all forms of discrimination and harassment, including sexual harassment. For that reason, the City of Goldsboro will not tolerate unlawful discrimination or harassment of any kind. Through enforcement of this policy and by education of employees, the City will seek to prevent, correct and discipline behavior that violates this policy.

All employees, regardless of their positions, are covered by and are expected to comply with this policy and to take appropriate measures to ensure that prohibited conduct does not occur. Any employee who feels subjected to unlawful harassment in the workplace is obligated to promptly report this information in accordance with the procedures provided in this policy.

Appropriate disciplinary action will be taken against any employee who violates this policy. Based on the seriousness of the offense, disciplinary action may include verbal or written reprimands, suspension, demotion or termination of employment. (see Appendix C for policy guidelines)

## APPENDIX C

### Anti-Harassment Policy Effective Date

#### Policy

It is against the policy of the City of Goldsboro and illegal under local, state and federal law to discriminate against someone based on their race, color, gender, religion, national origin, age, disability and genetic information

It is also against the policy of the City of Goldsboro, and illegal under state and federal law, to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

In addition, it is against the policy of the City of Goldsboro to discriminate against someone based on his or her marital status, sexual orientation, gender identity or gender expression.

#### III. Definitions

**Covered Employees.** This policy applies to all employees of the City of Goldsboro, including, but not limited to, full and part-time employees, regular, temporary, contract and seasonal employees, vendors, employees covered or exempted from personnel rules or regulations, on or off duty City employees harassing another City employee on or off duty, non-City employees harassing City employees and City employees harassing non-City employees while the City employee is on duty or in City uniform.

**Harassment.** For purposes of this policy, any verbal or physical conduct designed to threaten, intimidate or coerce an employee, co-worker, non-City employee, or any person working for or on behalf of the City of Goldsboro.

The following examples of harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

1. Verbal harassment includes comments that are offensive or unwelcome regarding a person's national origin, race, color, religion, gender, gender expression, sexual orientation, age, body, disability or appearance. Verbal harassment includes epithets, slurs, and negative stereotyping.
2. Non-verbal harassment includes distribution, display or discussion of any written or graphic material that ridicules, denigrates, insults, belittles or shows hostility, aversion or disrespect towards an individual or group because of national origin, race, color, religion, age, gender, gender expression, gender identity, sexual orientation, pregnancy, disability or other protected status.

**Hostile Work Environment.** Results from harassing conduct, as defined above that has the purpose or effect of unreasonably interfering with an employee's work performance, or creates an intimidating, hostile or offensive working environment.

**Retaliation.** Any adverse action taken against an individual because he or she filed a charge of harassment, complained about harassment on the job, or participated as a witness in an investigation.

**Sexual Harassment.** A form of sex discrimination that consists of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

1. Submission to that conduct is made either explicitly or implicitly a term or condition of employment;
2. Submission to or rejection of such conduct by an individual is used as a component of the basis for employment decisions affecting that individual; or
3. The conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Examples of sexual harassment can include, but are not limited to, the following when such acts or behavior comes within one of the above definitions:

1. Either explicitly or implicitly conditioning any term of employment (e.g. continued employment, wages evaluation, advancement, assigned duties or shifts) on the provision of sexual favors;
2. Touching or grabbing a sexual part of an employee's body;
3. Touching or grabbing any part of an employee's body after that person has indicated or it is known that such physical contact is unwelcome;
4. Continuing to ask an employee to socialize on or off-duty when that person has indicated that she or he is not interested;
5. Displaying or transmitting sexually suggestive pictures, objects, cartoons or posters;
6. Writing sexually suggestive notes or letters to another employee;
7. Referring to or calling a person a sexualized name;
8. Regularly telling sexual jokes or using sexually vulgar or explicit language in the presence of other employees;
9. Retaliation of any kind for having filed or supported a complaint of sexual harassment (such as but not limited to ostracizing the person, pressuring the person to drop or not support the complaint, adversely altering the person's duties or work environment, etc.);
10. Derogatory or provoking remarks about or relating to an employee's sex or sexual orientation or gender identity or gender expression;
11. Harassing acts or behavior directed against a person on the basis of an employee's sex, sexual orientation, gender identity, or gender expression; or
12. Off-duty conduct that falls within the above definition and affects the work environment.

Electronic mail (e-mail), social media (Facebook, Twitter, Instagram, etc.) or other computer aided transmissions of sexually explicit materials or harassing conduct may also constitute prohibited conduct under this policy.

Sexual harassment can also consist of intimidating, abusive or hostile behavior of a non-sexual nature towards an employee on the basis of gender. Verbal abuse and hostility that is not sexual in character but is directed solely at females because they are female or males because they are male may also constitute a violation of this policy on the same level as harassment of a sexual nature.

Sexual Harassment can also take the form of offensive conduct by non-employees such as vendors and outside contractors against employees in the workplace.

#### **IV. Procedure**

##### **A. Procedures for Reporting Harassment**

1. Any employee who feels subjected to harassment, including sexual harassment should immediately contact one of the persons below with whom the employee feels comfortable. Complaints may be made orally or in writing to:
  - a. The employee's immediate supervisor;
  - b. The employee's Department Director;
  - c. Human Resources Director; or
  - d. The City Manager.
2. Although employees are strongly encouraged to try to resolve disputes with the help of their immediate supervisor, employees may circumvent the chain of command in selecting the person to make a complaint of harassment, particularly when the immediate supervisor is the harassing employee.
3. The employee should be prepared to provide the following information, if known, to the individual to whom a complaint of harassment is made:
  - The employee's name, department and position title;
  - The name of the person committing the harassment, including the person's title, if known;
  - The specific nature of the harassment, its duration, and any employment action (demotion, failure to promote, dismissal, refusal to hire, transfer, etc.) taken against the employee as a result of the harassment, or any other threats made against the employee as a result of the harassment;
  - Any witnesses to the harassment; and

- Whether the employee has previously reported such harassment and, if so, when and to whom.
4. The filing of a good faith complaint or otherwise reporting harassment will not adversely affect the individual's employment status or future terms and conditions of employment.

## **B. Investigation**

1. In the event the City receives a complaint of harassment, or otherwise has reason to believe that harassment is occurring, the City will take all necessary steps to ensure that the matter is promptly investigated and addressed.
2. The City is committed, and required by law, to take appropriate and remedial action if it learns of potential harassment in the workplace. Once a complaining party makes a report of harassment to the supervisor, department director, City Manager the person receiving the report must forward all relevant information to the Human Resources Director regardless of any request or desire by the complaining party not to initiate a formal investigation under this policy. Failure to appropriately report such harassment complaints or suspected acts of harassment shall be considered a violation of this policy.
3. Care will be taken to protect the identity of the complaining party and of the accused party or parties, except as may be reasonably necessary to successfully complete the investigation. Employees who are involved in any aspect of the harassment complaint are advised to refrain from discussing the alleged facts of the complaint with other City employees, particularly during the pendency of the investigation. It shall be a violation of this policy for any employee who learns of the investigation or complaint to take any retaliatory action that affects the working environment of any person involved in this investigation.
4. When an allegation of harassment is made by an employee, the person to whom the complaint is made shall immediately prepare a report of the complaint and submit it to the Human Resources Director.

The Human Resources Director shall make and keep a written record of the investigation, including notes of responses made to the investigator in connection with the investigation. The notes shall be made at or near the time the interview is in progress. Upon the receipt of a complaint of harassment, the Human Resources Director shall immediately:

- a. Obtain a written statement(s) (oral if necessary) from the person complaining of sexual harassment that includes a comprehensive report of the nature of the harassment complained of, and the times, dates and places where the harassment occurred. The investigator shall interview the person complaining of harassment about any information in the written statement that is not clear or needs further explanation.

- b. Obtain a written statement(s) (oral if necessary) from witnesses that includes a comprehensive report of the nature of the conduct witnessed, and the times, dates, and places where the conduct occurred, and the conduct of the person complaining of harassment toward the person against whom the complaint of harassment was made. The investigator shall orally question witnesses about any information in their written statements that is not clear or needs further explanation.
- c. Obtain a written statement(s) (oral if necessary) from the person against whom the complaint of harassment has been made. The investigator shall orally question the person against whom the complaint of harassment has been made about any information in the written statement that is not clear or needs further explanation.
- d. Prepare a report of the investigation, that includes the written or transcribed statement of the person complaining of harassment, the written or transcribed statements of witnesses, the written or transcribed statement of the person against whom the complaint of harassment was made, and the investigator's notes connected to the investigation, and submit the report to the City Manager. In the event that the harassment complaint is filed against the City Manager, the report shall be submitted to the City Council.

### **C. Mediation**

At any point in time during or after the investigation into a complaint of harassment, the alleged victim and harasser may agree to participate in mediation to be conducted at the direction of the Human Resources Director. Mediation under this section cannot take place without the consent of both parties. Participation in mediation will not affect an ongoing investigation of the underlying harassment complaint or any disciplinary action that may result therefore.

### **D. Sanctions**

- 1. If it is determined that a complaint of harassment is substantiated, immediate and appropriate disciplinary action will be taken against the employee guilty of harassment. This action may be directed through the appropriate Department Head and City Manager.
- 2. The disciplinary action shall be consistent with the nature and severity of the offense, the rank of the employee, and any other factors the City Manager believes relate to fair and efficient administration of the City, including, but not limited to, the effect of the offense on employee morale and public perception of the offense, and the light in which it casts the City.
- 3. The disciplinary action may include demotion, suspension, warning or reprimand or dismissal. A determination of the level of disciplinary action shall be made on a case-by-case basis.



4. A written record of disciplinary action taken shall be kept.
5. Future conduct of the parties involved may be monitored in order to reasonably insure that the remedial action taken has been effective in stopping the harassment and that no retaliation has occurred.

#### **E. Notifications**

This Policy will be made available to all employees and incorporated into employee handbooks. The Policy shall also be included in any standard operating procedures manual of all City Departments. Mandatory training sessions on this Policy and the prevention of harassment shall be held for all personnel during appropriate in-service training programs and orientation sessions.

#### **F. Employee Responsibility**

1. Employees are not only encouraged to report instances of harassment, including sexual harassment, but they are obligated to report instances of harassment. Harassment exposes the City to liability, and part of each employee's job is to reduce the City's exposure to liability.
2. It is the duty of all employees, especially supervisory personnel, to be familiar with this Policy. Each employee has a stake in preventing harassment and thus shares responsibility with the City Manager in eliminating harassment in the workplace.
3. No employee shall, in any way, retaliate, harass or discriminate against a person making or involved as a witness or otherwise in a complaint of harassment.
4. In cases in which the harassment is committed by a non-employee against a City employee in the workplace, the City Manager shall take whatever lawful action is necessary against the non-employee to bring the harassment to an end.
5. Employees are obligated to cooperate in every investigation of harassment. The obligation includes, but is not necessarily limited to:
  - a. Coming forward with evidence, both favorable and unfavorable concerning a person accused of harassment;
  - b. Fully and truthfully making a written report under oath upon request; and
  - c. Orally answering questions when required to do so by an investigator during the course of an investigation of harassment.
6. Employees are also obligated to refrain from making accusations of sexual harassment in bad faith.

**Contact information**  
**City of Goldsboro**  
**Human Resources Director**  
**Bernadette Dove**  
**(919)739-7441**

## **FILING OUTSIDE COMPLAINTS**

Employees and applicants may file formal complaints of discrimination, harassment, or retaliation with the agencies listed below. Individuals who wish to pursue filing with these agencies should contact them directly to obtain further information about their processes and time limits.

### **U.S. Equal Employment Opportunity Commission**

**Location:** 434 Fayetteville Street, Suite 700  
Raleigh, NC 27601-1701

**Phone:** 1-800-669-4000

**Fax:** 919-856-4151

**TTY:** 1-800-669-6820

**ASL Video** 844-234-5122

**Phone:**

**Director:** Thomas M. Colclough

**Regional** Lynette A. Barnes

**Attorney:**

**Office** The Raleigh Area Office is open for walk-ins to show Monday-Tuesday and Thursday-Friday  
**Hours:** from 8:30 am to 3:00 pm.

Although walk-ins are accepted, scheduling an interview is strongly recommended, and individuals with appointments will be given priority. We encourage you to schedule an interview through our online system.

<http://www.eeoc.gov/employees>

## **CORRECTIVE ACTION GUIDELINES**

The City of Goldsboro will take appropriate corrective action(s) up to and including formal discipline against any employee(s) when an investigation has found that misconduct occurred. Such corrective action(s) may include, but are not limited to, letters of reprimand, suspension, demotion, or termination. Additionally, depending on the nature of the violation, civil liability could be imposed on the violator as well as the City of Goldsboro.

**City of Goldsboro**

**ANTI HARRASSMENT POLICY**

**COMPLAINT FORM**

**COMPLAINANT INFORMATION**

NAME:

DIVISION / UNIT:

OFFICE LOCATION:

WORK PHONE:

IMMEDIATE SUPERVISOR:

Please describe the conduct that you believe violates the Discrimination, Harassment or Retaliation Prevention Policy. In your narrative, describe: (1) What happened to you; (2) Why you believe you are being discriminated, harassed, or retaliated against, including the reason or evidence you have to support your belief, and; (3) When the acts of discrimination, harassment, or retaliation occur (attach additional pages if needed). If you require assistance with completing this form as a reasonable accommodation, please contact the EEO officer.

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 19, 2019 COUNCIL MEETING

**SUBJECT:** Change Order – Phase IV Sewer Collection Rehabilitation  
Formal Bid No. 2018-004

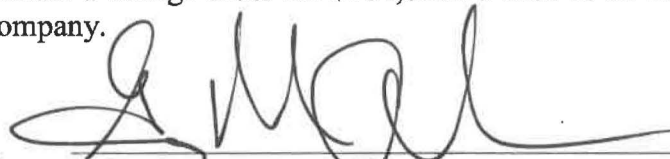
**BACKGROUND:** The Phase IV Sewer Rehab Project provides for installation of approximately 30,900 linear feet of cast-in-place-pipe (CIPP) rehabilitation of existing sanitary mains, including various root treatments, obstruction removals, cutting of intruding taps and asphalt or concrete surface repairs directly associated with the completion and restoration work detailed in the contract specifications.

**DISCUSSION:** Staff requested the contractor, T. A. Loving Company, provide costs for additional work to replace a deteriorated gravity sanitary sewer line on Beech Street at Beech Street Apartments.

This additional work will require the contract completion time to be extended by 15 days. The amended contract completion date for the remaining rehabilitation work is December 21, 2019.

Staff recommends issuing a change order to the current contract with T. A. Loving for the Phase IV sewer collection rehabilitation project. We have reviewed this change order with the Finance Director and determined that funds are available from the Clean Water Revolving Fund Loan.

**RECOMMENDATION:** It is recommended that the City Council, by motion, adopt the attached resolution authorizing the City Manager to execute a change order for \$164,613.98 with T. A. Loving Company.

Date: 7 Aug 19  
\_\_\_\_\_  
Guy M. Anderson, P. E., City Engineer

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

\_\_\_\_\_  
Tim Salmon, City Manager

RESOLUTION NO. 2019-

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE  
A CHANGE ORDER WITH T. A. LOVING COMPANY FOR  
PHASE IV SEWER COLLECTION REHABILITATION PROJECT  
FORMAL BID #2018-004

WHEREAS, the City Council of the City of Goldsboro awarded a contract on July 16, 2018 to T. A. Loving Company for the Phase IV Sewer Collection Rehabilitation Project; and

WHEREAS, the City Council of the City of Goldsboro recommends additional work for the rehabilitation project to replace a deteriorated gravity sanitary sewer line on Beech Street at Beech Street Apartments; and

WHEREAS, T. A. Loving Company submitted an estimated cost of \$164,613.98 for the additional work; and

WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to issue a change order to Contract #2018-004 with T. A. Loving Company for \$164,613.98;

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

1. The City Manager is hereby authorized and directed to execute a change order for \$164,613.98 with T. A. Loving Company for Phase IV Sewer Collection Rehabilitation Project.
2. This resolution shall be in full force and effect from and after this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

Attested by:

\_\_\_\_\_  
City Clerk

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 19, 2019 COUNCIL MEETING

SUBJECT: Kingdom Festival and BBQ Cook-off -Temporary Street Closing Request

BACKGROUND: Kingdom Truth Ministries is seeking a permit to close a portion of North Bryant Street for the Kingdom Festival and BBQ Cook-off on September 14, 2019 from 6:00 am - 6:00 pm.

DISCUSSION: Due to the logistics of the event and to keep attendees safe, Kingdom Truth Ministries has requested the closing of N. Bryant Street from the church's driveway at 728 N. Bryant to the railroad tracks at Royall Avenue on September 14, 2019.

All vendor booths, entertainment attractions and displays will be arranged to secure proper access to all fire hydrants, alleyways and driveways.

Affected city departments will be contacted and the following concerns are to be addressed:

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

RECOMMENDATION: By motion, grant the requested temporary closing of North Bryant Street for the Kingdom Festival and BBQ Cook-off from 6:00 am – 6:00 pm on September 14, 2019.

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

\_\_\_\_\_  
Mike West, Police Chief

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

\_\_\_\_\_  
Tim Salmon, City Manager

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

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

**I. General Information**

**Type of Event:** (please check all that apply)

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

**Event Name:** Kingdom Festival and BBQ Cook-off

**Event Date(s):** 9-14-19

**Event Website:** \_\_\_\_\_

**Inclement Weather/Rain Date(s):** \_\_\_\_\_

**Description of Event** (Please briefly describe the event.)

Christian gathering (showcase with small outside stage for dancers, flag dancers and mimes). BBQ competition/cook-off with judging and local Vendors displaying their products. Other ministries from in/ around Goldsboro to participate. BBQ judging & prizes shall be awarded.

**Requested Event Location:** 728 N. Bryant St.

**Event Start Time/End Time:** 10am - 6pm

**Set-Up:** Date & Time (start/end): to begin Friday 5pm & Saturday 6am (Sept. 13/14, 2019)

**Dismantle** (Completion): Date & Time (start/end): Begin 5pm (Sept. 14), completed by 7pm

**Estimated Daily Attendance:** 300-500

**Will this event require street closures?** ☒ Yes ☐ No **Closure Times** Sept 14 6am-6pm

**If yes, please list the streets that you are requesting to be closed:** \_\_\_\_\_

from our property driveway 728 N. Bryant St. to Railroad tracks going towards Royall Ave.

**II. Applicant and Sponsoring Organization Information**

**Sponsoring Organization Name:** Kingdom Truth Ministries

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

**Applicant Name:** Denise Headen **Title:** Business Manager

**Address:** 728 N. Bryant St.

**City:** Goldsboro **State:** NC **Zip:** 27530 **Phone:** 919-766-2111

**Cell Phone:** [REDACTED] **Email:** kingdomtruthnc@mail.com

**Day of Event Contact:**

Name: Denise Headen

Phone: 252-268-1122

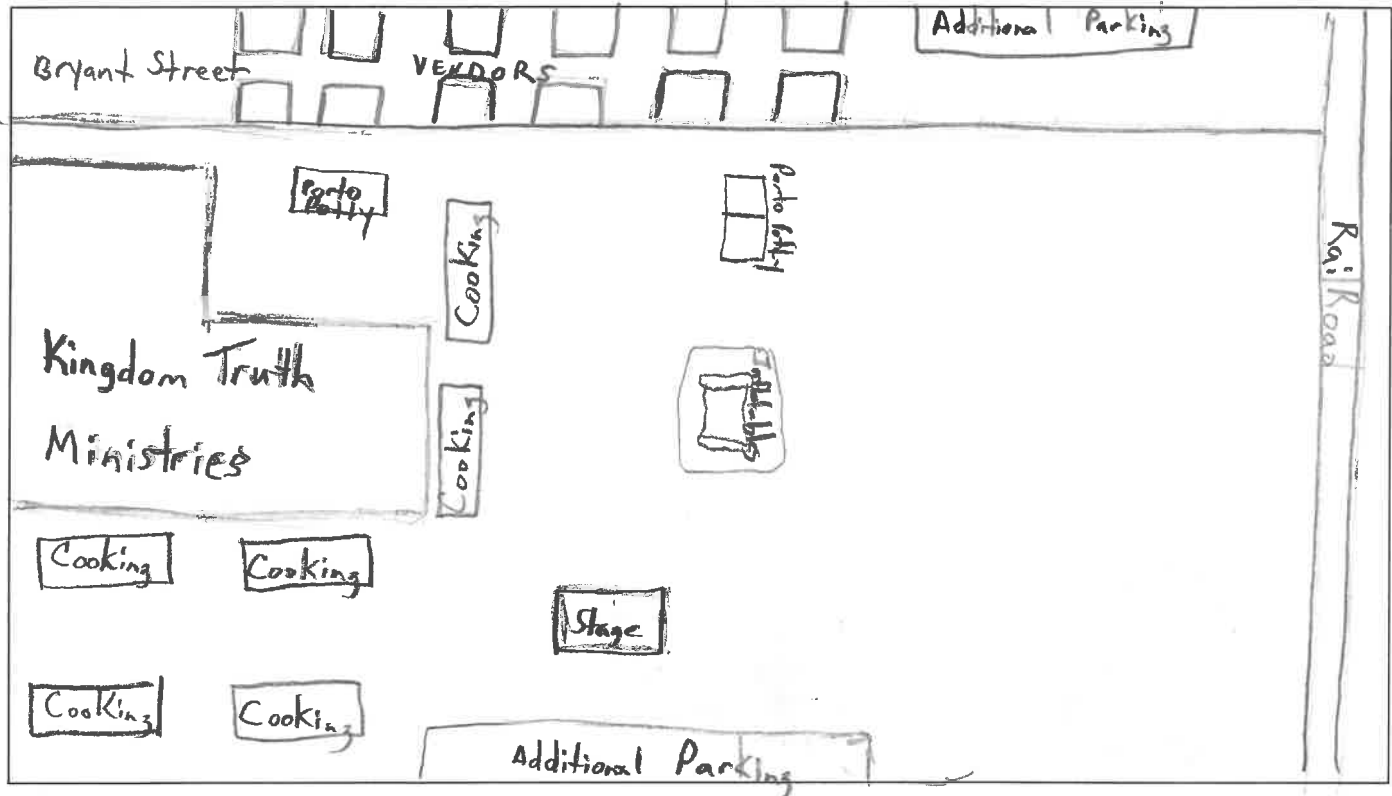
**III. Event Map**

For Run/Walk/Parades - FORMATION AREA LOCATION: N/A

For Run/Walk/Parades - STARTING POINT: N/A

For Run/Walk/Parades - ENDING POINT: N/A

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



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

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

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

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

Parks 919-735-9402

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

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

Purchased cans will be placed throughout site and will be collected and taken for disposal by hosting site.



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

- ☒ Yes ☐ No Does the event involve the sale of food?
- ☐ Yes ☒ No Does the event involve the sale of alcohol?
- If "YES" has the health department been notified?
- For events with food, a letter from the health department must be submitted 30 days prior to the event.
    - Health Department: (919) 731-1000
  - The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.
    - NC ABC Commission: (919) 779-0700

- ☒ Yes ☐ No Will there be **musical entertainment** at your event?
- If "YES", please provide the following information:
- Amplification? ☒ Yes ☐ No
- Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.**

- ☒ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:
- Approximate Number of tents: approx. 50
  - Approximate Sizes: 10x10 & 10x20
  - Will any tent exceed 400 sq. feet in area? ☐ Yes ☒ No

**Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.**

▪ **City of Goldsboro Inspections Department (919) 580-4385**

- ☐ Yes ☒ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)

- ☐ Yes ☒ No Will **admission fees** be charged to attend this event?
- If "YES", provide the cost(s) of all tickets: \_\_\_\_\_

- ☒ Yes ☐ No Will **fees be charged to vendors** to participate in this event?
- If "YES", please provide the schedule of fees: Cook-off participants entrance fee of \$75  
Merc/Arts/Crafts Vendors \$30

- ☒ Yes ☐ No Applicant has read, in its entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. The Policy Regarding the Use of City-Owned Property for Special Events is available at <http://www.goldsboronc.gov/special-events/>.

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

**VI. Miscellaneous:**

**Parking:**

- How will overall patron parking be accommodated for this event? street parking + empty lot adjacent

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

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

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

### **Agreement**

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

Authorized Signature: Denise Headen  Date: 7/31/19

Organization: Kingdom Truth Ministries, Inc.

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

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

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

### **For Inner Office Use Only:**

 Sgt Adams  
Goldsboro Police Department Representative

8-9-19  
Date

NA  
Downtown Goldsboro Representative

—  
Date

\_\_\_\_\_  
City Manager's Signature  
(Use of City Owned Lots and Non-Street Closings)

\_\_\_\_\_  
Date



# Special Event Release of Liability Waiver

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

Kingdom Truth Ministries, Inc. from the City of Goldsboro and hereby agrees to indemnify

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

This the 31<sup>st</sup> day of July, 2019.

Denise Haden  
Pastor, PASTOR (SEAL)  
(Applicant & Authorized Representative of Event)

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



# CERTIFICATE OF INSURANCE

— THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY —

DATE ISSUED (MM/DD/YY)

8/1/19

Home Office • 100 Erie Insurance Place • Erie, Pennsylvania 16530 • 814.870.2000  
Toll free 1.800.458.0811 • Fax 814.870.3126 • www.erieinsurance.com

<b>NAME AND ADDRESS OF AGENCY</b> DEAN WILLIAMS INSURANCE AGENCY 311 N SPENCE AVE GOLDSBORO, NC 27534-4346 (919)778-5000		<b>AGENT'S NO.</b> JJ1261	<b>COMPANY(IES) AFFORDING COVERAGE</b> Co.: C ERIE INSURANCE COMPANY Co.: D ERIE INSURANCE PROPERTY & CASUALTY COMPANY Co.: E ERIE INSURANCE EXCHANGE (Not Applicable) Erie Indemnity Co., Attorney-in-Fact in NY Co.: F ERIE INSURANCE COMPANY OF NEW YORK Co.: G FLAGSHIP CITY INSURANCE COMPANY	
<b>NAME AND ADDRESS OF NAMED INSURED</b> KINGDOM TRUTH MINISTRIES 728 BRYANT ST GOLDSBORO, NC 27530-2827			<b>This certificate is issued for information purposes only and confers no rights on the certificate holder. It does not affirmatively or negatively amend, extend, or otherwise alter the terms, exclusions and conditions of insurance coverage contained in the policy(ies) indicated below. The terms and conditions of the policy(ies) govern the insurance coverage as applied to any given situation. Limits shown may have been reduced by claims paid. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer and the certificate holder.</b>	
<b>This is to certify that policies, as indicated by the Policy Number below, are in force for the Named Insured at the time that the Certificate is being issued.</b>				
<b>CO. Add'l LTR (CS)</b>	<b>TYPE OF INSURANCE</b>	<b>POLICY NUMBER</b>	<b>POLICY EFFECTIVE DATE (MM/DD/YY)</b>	<b>POLICY EXPIRATION DATE (MM/DD/YY)</b>
E	<input checked="" type="checkbox"/> <b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Q97 0908656	1/22/19	1/22/20
			<b>LIMITS</b>	
			EACH OCCURRENCE \$ 1,000,000	
			FIRE DAMAGE (Any One Fire) \$ 1,000,000	
			MED EXP (Any One Person) \$ 5,000	
			PERSONAL & ADV. INJURY \$ 1,000,000	
			GENERAL AGGREGATE \$ 2,000,000	
			PRODUCTS-COMP/OP AGG \$ 2,000,000	
			BODILY INJURY (EACH PERSON) \$	
			BODILY INJURY (EACH ACCIDENT) \$	
			PROPERTY DAMAGE \$	
			BODILY INJURY AND PROPERTY DAMAGE COMBINED \$	
			EACH OCCURRENCE \$	
			AGGREGATE \$	
			\$	
			\$	
			\$	
			<b>STATUTORY</b>	
			<b>BODILY INJURY BY</b>	ACCIDENT \$ EACH ACCIDENT DISEASE \$ POLICY LIMIT DISEASE \$ EACH EMPLOYEE
<b>OTHER</b>				
<b>DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS</b>				

**CANCELLATION:** SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>NAME AND ADDRESS OF CERTIFICATE HOLDER</b> City of Goldsboro 200 North Center St. P.O. Drawer A Goldsboro, NC 27530	<b>AUTHORIZED REPRESENTATIVE</b> 
--	--------------------------------------



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 19, 2019 COUNCIL MEETING

- SUBJECT:** DGDC Annual Dinner-Temporary Street Closing
- BACKGROUND:** The Downtown Goldsboro Development Corporation Annual Dinner is an award ceremony and celebration, which highlights achievements downtown Goldsboro has made over the past year, and recognizes individuals and groups that have helped turn vision into reality. The event includes live music, local catering and an awards ceremony.
- DISCUSSION:** The Downtown Goldsboro Development Corporation will host their 2019 Annual Dinner in front of Historic City Hall on Friday, September 20<sup>th</sup> from 6:00pm – 9:30pm. The organization requests a street closure of the 200 block of North Center Street, northbound lane only. The event will include 30+ tables, 200+ chairs, food tables and tents to accommodate 200+ guests.
- Due to the logistics of this event and the safety of the guests, the DGDC is requesting that the 200 block of North Center Street, northbound only, be closed from 7am to 11pm. The parking lot next to historic City Hall is also requested to be closed from 7am – 11pm for the safety of drivers and their property during set-up.
- All tents and tables will be arranged to ensure proper access to all alleyways and driveways.
- As with all downtown events, affected city departments will be contacted and the following concerns are to be addressed:
1. All intersections remain open for Police Department traffic control.
  2. A 14-foot fire lane is to be maintained to provide access for fire and emergency vehicles.
  3. All activities, change in plans, etc., will be coordinated with the Police Department.

4. The Police and Fire Departments and Public Works are to be involved in the logistical aspects of the Event.

RECOMMENDATION: By motion, grant the requested temporary closing of:

- The north bound lane of the 200 block of North Center Street between Mulberry and Ash Street on Friday, September 20, 2019 from 7:00 am to 11:00 p.m. to be used for the Downtown Goldsboro Annual Dinner, subject to the above conditions.

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

\_\_\_\_\_  
Downtown Goldsboro Development Corp.

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

\_\_\_\_\_  
City Manager

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

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

**I. General Information**

**Type of Event:** (please check all that apply)

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

**Event Name:** Downtown Goldsboro Annual Dinner

**Event Date(s):** September 20, 2019 **Event Website:** downtowngoldsboro.com

**Inclement Weather/Rain Date(s):** N/A

**Description of Event** (Please briefly describe the event.)

Annual awards dinner and celebratoion of supporters and champions of downtown Goldsboro.

The event features live music, local catering and awards presentations.

**Requested Event Location:** 200 block of N. Center St, north bound lane only

**Event Start Time/End Time:** 6pm - 9:30pm

**Set-Up:** Date & Time (start/end): 7am - 5pm

**Dismantle** (Completion): Date & Time (start/end): 11 pm

**Estimated Daily Attendance:** 230

**Will this event require street closures?** ☒ Yes ☐ No **Closure Times** 7am - 11pm

**If yes, please list the streets that you are requesting to be closed:** 200 block of N. Center St,  
(north bound lane only)

**II. Applicant and Sponsoring Organization Information**

**Sponsoring Organization Name:** Downtown Goldsboro Development Corporation

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

**Applicant Name:** Andrew Jernigan **Title:** Organization President

**Address:** 219 N. John St.

**City:** Goldsboro **State:** NC **Zip:** 27530 **Phone:** 919-735-4959

**Cell Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_



**Day of Event Contact:**

Name: Erin Fonseca Phone: 919-344-5629

**III. Event Map**

For Run/Walk/Parades - FORMATION AREA LOCATION: \_\_\_\_\_

For Run/Walk/Parades - STARTING POINT: \_\_\_\_\_

For Run/Walk/Parades - ENDING POINT: \_\_\_\_\_

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

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

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

How do you plan to handle restroom services? ☒ Portable Toilets ☐ Other  
If portable toilets will be provided, please list the name/contact of the company:  
Parks Portable Toilets

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

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

City Receptacles

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

- ☐ Yes ☒ No Does the event involve the sale of food?
- ☒ Yes ☐ No Does the event involve the sale of alcohol?
- If "YES" has the health department been notified?
- For events with food, a letter from the health department must be submitted 30 days prior to the event.
    - Health Department: (919) 731-1000
  - The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.
    - NC ABC Commission: (919) 779-0700
- ☒ Yes ☐ No Will there be **musical entertainment** at your event?
- If "YES", please provide the following information:
- Amplification? ☐ Yes ☐ No
- Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.**
- ☒ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:
- Approximate Number of tents: 2
  - Approximate Sizes: 20x40 and 20x20
  - Will any tent exceed 400 sq. feet in area? ☒ Yes ☐ No
- Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.**
- **City of Goldsboro Inspections Department (919) 580-4385**
- ☒ Yes ☐ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)
- ☒ Yes ☐ No Will **admission fees** be charged to attend this event?
- If "YES", provide the cost(s) of all tickets: \$30
- ☐ Yes ☒ No Will **fees be charged to vendors** to participate in this event?
- If "YES", please provide the schedule of fees: \_\_\_\_\_
- ☒ Yes ☐ No Applicant has read, in its entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. The Policy Regarding the Use of City-Owned Property for Special Events is available at <http://www.goldsboronc.gov/special-events/>.

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

**VI. Miscellaneous:**

**Parking:**

- How will overall patron parking be accommodated for this event? Public and private parking

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

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

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

Organization: Downtown Goldsboro Development Corporation

**Goldsboro Police Department**  
**Community Police Services**  
**204 S. Center Street**  
**Goldsboro, NC 27530**  
**[jadams@goldsboronc.gov](mailto:jadams@goldsboronc.gov)**



## Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of  
DGDC \_\_\_\_\_ from the City of Goldsboro and hereby agrees to indemnify  
and hold the City of Goldsboro, its officers, agents and employees harmless from all claims, liabilities, demands,  
expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted  
against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any  
acts or omissions, active or passive, related to operating an event on the city's property.

This the <sup>9</sup> day of August \_\_\_\_\_, 2019.

A handwritten signature in black ink, appearing to read "Amber J. Jorgensen".

\_\_\_\_\_  
(SEAL)

(Applicant & Authorized Representative of Event)

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



City of Goldsboro  
Departmental Monthly Reports  
July 2019

1. Human Resources
2. Community Relations *\*To be submitted Monday, August 19, 2019*
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 Management Department

## MONTHLY REPORT – JULY 2019

Prepared by: Pamela C. Leake

The Human Resources Department posted 17 job vacancies and processed 401 applications this month. 118 notices were sent to applicants. 35 new hires came on board: Eight full-time (**Douglas Broadie – Solid Waste Technician; Antonio Castenada – Police Officer; Hailey Gilmore – Police Officer; Tyler Mitchell – Fire Fighter; George Battis – Fire Fighter; Ricky Swinson – Senior Heavy Equipment Operator**, and **Austin Wester – Fire Fighter**) and 27 seasonal/part-time employees, including summer youth who started Track 2. There were five reductions this month: four resignations and one termination. Total employment for July was 830: 455 full time and 375 part-time. Employee turnover rate (voluntary and involuntary) was 0.60%.

Full-time employees received a 1% Cost of Living Adjustment (COLA) effective July 3. Compensation letters were distributed and copies retained in personnel files. NeoGov Training was held July 1- 2 at the Water Reclamation Facility and City Hall. This was refresher training to review basic use of the system and also share recent enhancements for end users. Nine employees attended the sessions.

The following is a summary of the Safety Coordinator's activities:

- Attended an appeal hearing on July 3 (vehicle accident).
- Participated in Verizon Connect (GPS devices) webinar.
- Participated in NeoGov Learning Management System (LMS) webinar with HR Director. The purpose was to demo their software and review the course library to see if they offer any safety courses that may be beneficial to staff.
- Worked with Sr. HR Consultant and HR Director to discuss possible safety training on drug testing.
- Conducted monthly inspections for portable fire extinguishers.
- Performed walk-throughs on July 22 with NC Department of Labor consultant. OSHA Safety and Health inspections were performed at Police and Fire complex.
- Scheduled Workzone safety meeting with Building Maintenance employees to discuss Temporary Traffic Control plans (TTC).
- Performed and verified confined space assessments at Water Plant.
- Received mold reports for the Police/Fire Complex and Herman Parks Center. Copies were distributed to supervisors.
- Forwarded revised Respirable Crystalline Silica Program to affected Public Works management staff.
- Attended Safety Accident Review Committee on July 31. Five vehicle accidents were reviewed in July (two employees found at fault and 3 not at-fault).
- Scheduled an appeals hearing to review two vehicle accident cases. The hearing will take place September 26 at City Hall.
- **Upcoming Events: National Safety Council Defensive Driver Safety Training rescheduled for September 26, 2019.**

This month's health beat focused on nurse updates (workers' compensation, injuries, etc.). 81 employees attended the sessions. There were 74 clinic visits, four random drug screens: (non-DOT) and one DOT breathalyzer was performed. All tests were negative. The Wellness Committee will meet again in September.

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	348	320	346	542	283	203	401						349
New Hires*	11	7	1	3	3	1	8						5
Separations*	3	3	6	3	1	5	4						3
Vehicle Accidents	7	4	6	3	6	4	5 (2 - At fault; 3 – No fault)						5
Workers Compensation	2	4	3	0	2	2	0						2

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	264	247	266	204	274	231	398	346	230	256	244	219	265
New Hires*	9	2	3	2	2	5	7	8	1	1	4	2	4
Separations*	3	3	3	4	7	3	6	4	5	2	4	9	4
Vehicle Accidents	3	0	1	3	2	6	8	3	3	5	7	5	4
Workers Compensation	2	0	3	1	1	2	2	0	0	2	0	1	1

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



## Community Relations Department Report July 2019

- The Department received no (0) housing complaints and eight (8) requests for assistance. Description of the eight (8) requests for assistance are related to food, housing repair, help paying utility bills, and funeral expenses. Two referrals to the Urgent Repair program were made. Other requests were referred to the appropriate City of Goldsboro Department and/or designated local community/state resource.
- The Goldsboro Mayor's Youth Council (GYC) is out for summer recess and will return to regular business in September. The advisor attended an annual Advisor's Retreat on July 16, 2019 in High Point, NC.
- The Mayor's Committee for Persons with Disabilities met on Thursday, July 18, 2019. The next scheduled meeting is Thursday, August 15, 2019. The committee has agreed to partner with First Baptist Church to assist with hosting a Special Needs Prom in February 2020. The event will be funded by the Tim Tebow Foundation.
- The Commission on Community Relations and Development did not meet in July. The next scheduled meeting is Tuesday, September 10, 2019 from 6:00pm-8:00pm. Program Manager, Gene Troy of the State of N.C., will provide training.
- The Summer Youth Employment Initiative's Track 2 began on July 15, 2019. The program will conclude on August 23, 2019.

2019 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	1	4	5	2	2	4	2						3
Consumer & Other	3	4	3	4	3	4	6						4
2018 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	5	5	9	3	2	3	1	3	0	9	0	1	3
Consumer & Other	1	2	0	0	3	2	9	10	2	5	7	2	4

Submitted by:  
**Felecia Williams, MS/QP**  
 Community Relations Specialist



# DEPARTMENTAL MONTHLY REPORT

Prepared by: Adam Twiss, Director of Paramount Theatre and Goldsboro Event Center

Monthly Report- July 2019

## -----PARAMOUNT THEATRE-----

- During the month of July, the Paramount Theatre hosted no ticketed performances, but promoted and sold tickets to upcoming shows, hosted several summer camp tour groups, and used the slow period to address many technical and maintenance issues in anticipation of our busy fall season.
- Repairs and Maintenance:
  - HVAC (under contract) repairs fully completed; seeking engineer assessment on energy and money saving plan.
  - Wheelchair lift; met with Schindler Co. will assess maintenance contract. Successful repairs executed by City team.
  - Detailed painting, cleaning, storage and equipment mounting executed by Paramount Tech Staff.
- Paramount and GEC staff participation in advantageous meetings, presentations, or training included: NC Arts Council conference, Partnership for Children strategic planning, GEC and Paramount collaborations, Star Awards, Teacher Scavenger Hunt, Communications Team, Youth Camp tours and training, DGDC - Union Station Planning, City of Goldsboro Communications Team, South Arts/DTI Conferences, Banner training, Council Work Sessions.
- Financial: Expenses are below average; Revenues are below average.**
  - Expenses – \$21,916: Labor - \$9,202 /Operational – \$12,714
  - Revenues - \$8,423: Rentals -\$6,238 /Tickets \$2,185 /Concession \$0

	Jan-19	Feb-19	Mar19	April19	May19	June19	July19	Aug19	Sept19	Oct19	Nov19	Dec19	2019 Total	2019 Average
Exp	\$34,447	\$33,393	\$68,435	\$41,297	\$25,832	\$34,713	\$21,916						\$260,033	\$37,148
Rev	\$12,993	\$13,259	\$15,347	\$5,406	\$20,107	\$19,988	\$8,423						\$95,523	\$13,636
	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	2018 Total	2018 Average
Exp	\$32,968	\$25,012	\$48,050	\$39,962	\$32,137	\$24,298	\$55,630	\$40,550	\$68,803	\$42,545	\$40,161	\$32,024	\$482,140	\$40,178
Rev	\$16,549	\$7,471	\$35,001	\$8,954	\$15,408	\$11,597	\$6,293	\$17,910	\$332	\$5,741	\$23,896	\$16,954	\$179,948	\$14,995

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

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

- The Goldsboro Event Center hosted 6 events, including 2 tournaments, 3 meetings, 1 family reunion; 2 weddings cancelled.
- Collaborative programming and staffing with GMGC being considered for the coming year.
- Adding chargeable amenities and rental packages to increase service, competitiveness, rental revenue.
- Financial: Expenses below average; Revenue below average; Non-revenue City use below average.**
  - Expenses – \$6,887 Labor - \$2,811 /Operational – \$4,076
  - Revenues – \$2,000: Rentals - \$2,000 /Concessions – \$0
  - City Use – \$2,075: Value of non-Revenue City and City-sponsored use: 4 events = \$2,075

	19-Jan	19-Feb	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	2019 Total	2019 Average
Exp	\$9,198	\$8,624	\$13,459	\$13,121	\$6,968	\$8,393	\$6,887						\$66,650	\$9,521
Rev	\$4,645	\$7,204	\$11,475	\$5,932	\$2,529	\$13,136	\$2,000						\$46,921	\$6,703
City	\$1,900	\$5,100	\$8,525	\$3,875	\$7,975	\$5,225	\$2,075						\$34,675	\$4,954
	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	2018 Total	2018 Average
Exp	\$5,379	\$7,310	\$14,096	\$14,484	\$7,852	\$7,072	\$9,083	\$11,367	\$7,815	\$16,427	\$8,760	\$10,306	\$119,951	\$9,996
Rev	\$2,890	\$5,556	\$7,526	\$15,201	\$9,980	\$4,309	\$7,971	\$7,131	\$2,143	\$10,781	\$3,326	\$5,224	\$82,038	\$6,837
City	\$750	\$4,800	\$4,750	\$4,975	\$9,475	\$4,325	\$3,425	\$6,175	\$3,925	\$12,475	\$9,150	\$7,000	\$71,225	\$5,935

# Goldsboro Inspections Department

## Monthly Report – July 2019

Prepared by: Allen Anderson

The valuation of all building permits issued during the month of July totaled \$3,583,222. Two (2) of these permits were new residential single-family dwellings at a valuation of \$580,000.

The valuation of all miscellaneous (Mechanical, gas, insulation, electrical, plumbing, fire, sprinkler, pool, tank, demolition, signs, business inspection, & itinerant merchant) permits issued during this time period totaled \$3,016,245.

All permit fees collected for the month totaled \$37,843. Of the permit fees collected for the month, \$3,540 was collected in technology fees. Plan review fees collected during the month totaled \$750. Business Registration fees collected totaled \$4,600.

The Inspectors did a total of 533 inspections for the month. During the month of July five (5) business inspections were completed. A total of 329 permits were issued for the month. Ninety (90) plan reviews were completed for July. We now have a total of 126 residential structures in the Minimum Housing Process and 5 commercial structures in the Demolition by Neglect Process.

<b>2019</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$2	\$14	\$6	\$428,000	\$8	\$2	\$4						\$5
Residential (thousands)	\$805	\$1,063	\$599	\$0	\$1,947	\$767	\$580						\$823
Miscellaneous**(millions)	\$5	\$2	\$2	\$2	\$2	\$1	\$3						\$2
Permit Fees (thousands)	\$34	\$40	\$48	\$27	\$46	\$41	\$38						\$39
Inspections (total)	614	603	531	497	603	488	533						553
Permits Issued (total)	296	296	270	271	334	296	329						299
Plan Reviews Completed	39	47	65	46	34	43	90						52
Minimum Housing in Process	171	99	102	118	121	125	126						123
<b>2018</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$10	\$13	\$3	\$5	\$5	\$2	\$5	\$6	\$3	\$5	\$12	\$6	\$6
Residential (thousands)	\$848	\$518	\$1345	\$786	\$1389	\$1589	\$1000	\$1734	\$120	\$207	\$246	\$807	\$882
Miscellaneous**(millions)	\$2	\$2	\$2	\$3	\$2	\$1	\$2	\$2	\$1	\$1	\$2	\$1	\$2
Permit Fees (thousands)	\$31	\$33	\$30	\$31	\$48	\$51	\$65	\$60	\$21	\$41	\$49	\$21	\$40
Inspections (total)	524	539	544	564	582	692	675	659	345	589	516	373	550
Permits Issued (total)	258	263	284	295	418	351	344	373	279	326	258	226	306
Plan Reviews Completed	75	41	52	74	85	39	42	67	51	85	39	50	58
Minimum Housing in Process	163	163	143	152	152	152	161	161	161	161	163	171	159

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

- Staff continued to work through TIGER VIII developments including the finalization of the plans with TA Loving for the Center Street Streetscape Phase III project.
- Staff met with (or conversed by email/phone) 3 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Over the past month, staff visited current downtown businesses 30 different times.
- Staff worked on the Wayfinding Signage Bid Package related to the TIGER grant and the company that submitted the lowest bid, SignArt, to get this portion of the TIGER VIII grant project started.
- Staff helped facilitate and participate in several neighborhood plan meetings.
- Staff facilitated and attended several of the 15 Union Station Adaptive Reuse Listening Sessions during the month of July.
- Julie worked to assure the continuation of the NC Historic Preservation Tax Credit program throughout the month, including sending emails to all of the House and Senate members.

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

- Staff created ads for Go, Buzz, 107.9, digital billboards and News-Argus for upcoming downtown events.
- Staff attended multiple Merchants Association meetings throughout the month.
- Staff hosted the Small Business Center in Downtown event on the first Monday of the month.
- Staff help to facilitate and attended several Streetscape meetings throughout the month of July.
- Staff attended the National Tax Credit Syndicator meeting on July 9<sup>th</sup>.
- Erin attended and presented at the SJAFB Newcomer's meeting on July 15<sup>th</sup>.
- Staff facilitated and hosted the Goldsboro NC TIGER Grant Kick-Off meeting on July 24<sup>th</sup>.
- Staff attended the Communications Team meeting on July 25<sup>th</sup>.
- Staff worked to create materials for the Wayfinding Signage project.
- Staff conducted site visits of a building that will likely require staff involvement to save. Options are being considered.
- Staff continued to work on establishing a relationship with UNC's based NC GROWTH that will lead to a feasibility study to research an incubator type facility for downtown. Think entrepreneurial space, co-working space, business incubator. More to come.

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

- Staff facilitated and attended the following monthly meetings: DGDC Board (07/17), DGDC Executive Committee (07/10), DGDC Design (07/09), DGDC EV (07/09), DGDC Promotions (07/09) and Org. Work Plan (07/10).
- Staff helped assist the DGDC with five (5) DGDC boardroom rentals throughout the month.
- Staff worked with committees on the 2019 Work Plan development.
- Staff facilitated and hosted the 2019-2020 Public Art Steering Committee meeting on July 11<sup>th</sup>.
- Staff facilitated and hosted Center Street Jam on July 11<sup>th</sup>.
- Staff facilitated and hosted a Priority Properties Design meeting on July 12<sup>th</sup>.
- Staff facilitated and hosted Center Street Jam on July 25<sup>th</sup>.
- Staff continued to plan the Annual Dinner in the month of July.
- Erin hosted a Public Art tour with the City of Clinton's Main Street team in the month of July.
- Stephanie worked through approving the public comments on Public Art pieces during the month of July.

**Upcoming Events/Activities:**

- Center Street Jam with Hip Pocket on August 8<sup>th</sup>.
- Sprinkler Fun Days continue every Thursday afternoon from 3pm-4pm.
- Center Street Jam with Chairmen of the Board on August 22<sup>nd</sup>.

**Businesses Opening/Properties Purchased:**

- Coldwell Banker held its Grand Opening Ribbon Cutting on July 16<sup>th</sup>.
- Rico's Tacos opened up at 117 E. Walnut St. on July 17<sup>th</sup>.
- 110 W Walnut St has been purchased.
- Middle Grounds Coffee Shop sold its business and the new owner is set to open in early August.

**Other:**

- Downtown Goldsboro's Facebook page followers/likes grew from 10,699 to 10,753 in the month of July.

# Information Technology

## Monthly Report – July 2019

Prepared by: Patricia Wischmann

- Upgraded Windows Operating Systems on City computers.
- Connected Water Treatment Plant to City Fiber network.
- Installed and configured multiple network devices to improve City networking infrastructure.
- Redesigned Strategic plan website and added editing access to core team.
- Installed HD Video Cameras in Council Chambers to improve broadcasted video.
- Created Benefits Summary report.
- Configured Security Cameras.
- Testified on footage from Tsunami camera.
- Added ability to pull employee reports in CODA.

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	662	536	546	519	540	424	686						559
Tickets Closed	551	467	575	429	496	454	942						559

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	578	535	568	494	408	458	494	572	538	677	560	386	524
Tickets Closed	504	544	648	496	389	468	451	656	514	614	573	361	520

## Monthly Highlights

**D&C:** Responded to 19 after hour calls for a total of 28 hours. Repaired 20-inch sewer line that serves SJAFB. Replaced 12-inch valve at Center & Holly Water Tank.

**Streets & Storms:** Substantial completion of Cornerstone Commons Demo; Completed major drainage maintenance in vicinity of Norwood Ave and of the main drainage ditch in that area from 11th Street to Howell Creek.

**Bldg. & Grounds:** Assisted with two Center Street Jam events. Assisted with the Cornerstone Commons demo. Assisted D&C with repair of 20-inch sewer line at SJAFB by setting temporary fencing and re-establishing permanent fence. Repaired wheel chair lift at Paramount Theatre resulting in \$15,000 savings vs. hiring outside contractor.

Departments		2019												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	8.7	8.0	9.8	13.5	11.6	6.0	7.3						9.3
	Lines Camera'd (1000-ft)	10.8	11.3	9.8	8.6	11.9	1.6	6.3						8.6
	Water Repairs	27	20	16	28	19	30	34						24.9
	Sewer Repairs	31	7	9	34	10	18	22						18.7
	Hydrants Replaced/Fixed	37	16	19	10	16	3	17						16.9
	Meter Install/Changed	102	63	56	47	54	52	57						61.6
Bldg & Grounds Maint.	Radio, Electrical, Bldg	260	219	202	193	333	234	204						235.0
	Sign Repairs	48	72	48	29	32	67	47						49.0
	ROW Mowing (ac)	10	0	0	70	83	110	124						56.7
	City-Owned Lots Mowing (ac)	0	0	0	81	75	105	114						53.6
Garage	Total Work Orders	365	309	276	316	255	298	298						302.4
	Total Fuel Cost (x1000)	\$ 61	\$ 53	\$ 55	\$ 64	\$ 56	\$ 65	\$ 66						60.0
Solid Waste	Refuse (x1000 tons)	1.0	0.7	0.8	0.9	0.9	1.0	1.0						0.9
	Recyclables (tons)	13	78	83	87	95	99	103						79.8
	Leaf-n-Limbs (x1000 tons)	0.8	0.6	0.7	0.7	0.9	0.6	0.7						0.7
Cemetery Funerals		4	4	7	5	6	1	8						5.0
Street & Storm	Utility Cut Repairs	15	12	10	11	9	12	14						11.9
	Pot Hole Repairs	56	49	52	18	15	20	18						32.6
	Streets Swept (miles)	110	143	135	16	103	64	35						86.6
2018														
Distribution & Collections	Utility Line Maint (1000-ft)	7.4	2.9	4.0	24.0	19.0	26.3	27.5	13.2	12.8	14.7	6.8	2.7	13.4
	Lines Camera'd (1000-ft)	5.1	3.3	4.6	9.5	12.5	10.3	9.3	13.2	7.3	15.5	7.7	10.8	9.1
	Water Repairs	87	25	25	45	47	64	71	34	21	27	52	14	42.7
	Sewer Repairs	4	14	9	12	20	13	17	14	8	22	6	5	12.0
	Hydrants Replaced/Fixed	3	32	38	45	42	23	30	26	32	9	12	10	25.2
	Meter Install/Changed	25	32	28	36	49	76	60	61	87	78	66	54	54.3
Bldg Maint.	Radio, Electrical, Bldg	225	195	167	224	268	204	158	150	127	204	206	171	191.6
	Sign Repairs	43	72	51	70	13	77	36	61	28	89	52	16	50.7
Garage	Total Work Orders	360	341	322	366	337	316	299	362	313	456	277	277	335.5
	Total Fuel Cost (x1000)	\$ 55	\$ 47	\$ 55	\$ 55	\$ 60	\$ 60	\$ 60	\$ 70	\$ 52	\$ 71	\$ 52	\$ 49	57.2
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.8	0.9	1.0	0.9	0.9	1.0	0.9	1.0	0.8	1.0	0.9
	Recyclables (tons)	102	107	82	101	59	93	79	94	111	0	0	0	68.9
	Leaf-n-Limbs (x1000 tons)	0.5	0.7	0.8	1.1	0.8	0.9	0.9	0.8	2.0	2.0	0.9	1.1	1.0
Cemetery Funerals		8	9	6	8	5	6	6	6	7	10	3	7	6.8
Streets & Stormwater	Utility Cut Repairs	0	14	10	12	30	37	23	11	4	32	12	8	16.1
	Pot Hole Repairs	45	82	50	20	45	25	61	43	14	43	18	63	42.4
	Streets Swept (miles)	82.5	229	171	229	197	143	192	145	198	170	135	110	166.8
	ROW Mowing (ac)	0	0	3	8.0	68.9	167.0	16.6	29.0	48.0	59.1	6.5	0	33.8
	City-Owned Lots Mowing	0	0	0	135	318	410	159	187	110	85	54	15	122.8

## Public Utilities Department

### Monthly Report- *July 2019*

Prepared by: Michael Wagner



#### Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for July were 7.39 MGD. All of the city's 26 pump stations are operating well, with the exception of the 117 station. The original bar screen from the 1960's broke in several places and needs to be replaced or temporally repaired.

#### Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly. Final roof repairs from Hurricane Florence are complete.

#### Compost Facility

One hundred and three cubic yards of compost/mulch was sold in July 2019.


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

2019 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.206	6.053	6.016	6.175	7.237	7.351	7.361						6.628
Sewer**	11.66	11.76	12.22	11.01	7.84	8.28	7.39						10.02
CY Compost	52	319	390	552	503	437	103						336

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

2018 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.625	6.232	6.262	6.017	6.303	6.83	6.632	6.727	6.149	6.692	6.374	6.027	6.405
Sewer**	7.66	10.45	9.97	9.41	10.77	7.83	6.71	11.50	17.46	10.54	11.48	13.97	10.64
CY Compost	395	876	686	913	951	910	220	604	157	144	233	238	527

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

			Finance Department			
			Monthly Report - July 2019			
Prepared by: <small>North Carolina</small> Andrea Thompson , Assistant Finance Director						
FY 2019-20						
GENERAL FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '18-19	FY '19-20	FY '19-20	Collected
	Tax Revenues		\$ 170,101	\$ 16,924,894	\$ 222,009	1.31%
	License & Permits		38,880	385,888	23,974	6.21%
	Revenue Other Agencies		1,559,197	16,039,031	803,689	5.01%
	Charges for Services		394,430	4,716,485	402,895	8.54%
	Capital Returns		47,977	1,287,296	7,403	0.58%
	Miscellaneous Revenues		10,117	490,322	33,592	6.85%
	FB Withdrawal/Shared Services			3,551,395		
	Total		\$ 2,220,702	\$ 43,395,311	\$ 1,493,563	3.44%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '18-19	FY '19-20	FY '19-20	Collected
	Mayor/Council		\$ 31,480	\$ 390,731	\$ 15,844	4.06%
	City Manager		128,202	901,274	46,288	5.14%
	Human Resources Management		45,359	660,859	20,839	3.15%
	Community Relations		36,080	187,092	30,074	16.07%
	Paramount Theater		55,631	457,983	21,947	4.79%
	Goldsboro Event Center		9,083	152,178	6,917	4.55%
	Inspections		46,701	876,315	28,063	3.20%
	Downtown Development		32,840	416,821	18,085	4.34%
	Information Technology		147,018	1,610,326	68,292	4.24%
	Public Works - Adm.		57,453	487,620	29,673	6.09%
	Garage		226,062	2,282,166	125,599	5.50%
	Garage Credits		(88,729)	(1,680,000)	(108,176)	6.44%
	Building & Grounds		46,569	767,513	37,336	4.86%
	Cemetery		24,624	349,888	16,158	4.62%
	Finance		70,545	1,310,425	52,863	4.03%
	Office Supplies Credits		(386)	(9,000)	0	0.00%
	Planning & Redevelopment		202,347	1,212,973	42,626	3.51%
	Postage Credits		(1,352)	(30,000)	0	0.00%
	Streets & Storms - General		67,127	1,103,183	34,885	3.16%
	Streets & Storms - Utilities		78,812	479,200	40,845	8.52%
	Street Paving		-	0	0	0.00%
	Solid Waste		244,214	3,323,097	200,489	6.03%
	Engineering		66,271	1,151,928	37,680	3.27%
	Fire Department		515,382	6,544,422	352,177	5.38%
	Police Department		1,088,233	9,766,866	583,182	5.97%
	Special Expense Fees		350,196	567,729	252,059	44.40%
	Parks & Recreation		463,110	3,410,644	180,124	5.28%
	Golf Course		61,129	612,658	43,750	7.14%
	Transfers & Shared Services		-	932,917	0	0.00%

	Non-Recurrin Capital Outlay		-	105,000	0	0.00%
	Debt Service		-	5,052,504	531,082	10.51%
	Total		\$ 4,004,001	\$ 43,395,311	\$ 2,708,702	6.24%



<b>UTILITY FUND</b>						
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>
<b>Revenues</b>			<b>FY '18-19</b>	<b>FY '19-20</b>	<b>FY '19-20</b>	<b>Collected</b>
	Revenue Other Agencies		\$ -	\$ 343,000	\$ -	0.00%
	Charges for Services		1,387,585	16,439,755	1,376,239	8.37%
	Capital Returns		6,649	123,548	25	0.02%
	Miscellaneous Revenues		629,601	301,025	77,304	25.68%
	Total		\$ 2,023,835	\$ 17,207,328	\$ 1,453,568	8.45%
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>
<b>Departmental Expenditures</b>			<b>FY '18-19</b>	<b>FY '19-20</b>	<b>FY '19-20</b>	<b>Collected</b>
	Distribution & Collections		\$ 184,530	\$ 2,571,854	\$ 71,758	2.79%
	Water Treatment Plant		746,693	3,235,584	135,196	4.18%
	Water Reclamation Plant		754,131	3,967,601	273,687	6.90%
	UF - Capital		470,282	57,200	(86,004)	-150.36%
	Compost Facility		84,857	847,594	28,732	3.39%
	Transfers & Shared Services		-	3,305,909	-	0.00%
	Debt Service		-	3,221,587	-	0.00%
	Total		\$ 2,240,493	\$ 17,207,328	\$ 423,369	2.46%
<b>DOWNTOWN DISTRICT FUND</b>						
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>
<b>Revenues</b>			<b>FY '18-19</b>	<b>FY '19-20</b>	<b>FY '19-20</b>	<b>Collected</b>
	Tax Revenues		\$ 530	\$ 99,351	\$ 697	0.70%
	Capital Revenue		472	1,000	-	0.00%
	Miscellaneous Revenues			-	-	
	Total		1,002	100,351	697	0.69%
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>
<b>Departmental Expenditures</b>			<b>FY '18-19</b>	<b>FY '19-20</b>	<b>FY '19-20</b>	<b>Spent</b>
	Downtown District		\$ 8,065	\$ 70,612	\$ 1,153	1.63%
	Transfers & Shared Services			\$ 29,739	\$ -	
	Total		\$ 8,065	\$ 100,351	\$ 1,153	1.15%
<b>OCCUPANCY TAX FUND</b>						
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>
<b>Revenues</b>			<b>FY '18-19</b>	<b>FY '19-20</b>	<b>FY '19-20</b>	<b>Collected</b>
	Occupancy Tax/Civic Center		\$ 61,159	\$ 668,710	\$ 64,379	9.63%
	Occupancy Tax/Travel & Tourism		15,290	187,000	16,612	8.88%
	County of Wayne Occupancy Tax		-	212,425	7,397	3.48%
	Capital Returns		-	3,320	-	0.00%
	Miscellaneous Revenues		\$ 57,594	\$ 18,277	\$ 1,014	5.55%
	FB Withdrawal/PO Appropriation			\$ 24,000	\$ -	0.00%
	Total		\$ 134,043	\$ 1,113,732	\$ 89,401	8.03%
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>

Departmental Expenditures		FY '18-19	FY '19-20	FY '19-20	Collected
	Civic Center	\$ 215,491	\$ 691,454	\$ -	0.00%
	Travel & Tourism	53,658	422,278	59,611	14.12%
	Total	\$ 269,149	\$ 1,113,732	\$ 59,611	5.35%
STORMWATER FUND					
		Actual	Adjusted Budget	Actual to Date	YTD %
Revenues		FY '18-19	FY '19-20	FY '19-20	Collected
	Stormwater Fee	\$ 122,613	\$ 1,366,249	\$ 119,496	8.75%
	Revenue Other Agencies	\$ -	\$ -	\$ -	
	Total	122,613	1,366,249	119,496	8.75%
		Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures		FY '18-19	FY '19-20	FY '19-20	Spent
	Stormwater Division	\$ 51,796	\$ 1,196,164	\$ 27,950	2.34%
	Transfers & Shared Services	\$ -	\$ 45,000	\$ -	
	Debt Service	\$ -	\$ 125,085	\$ -	
	Total	\$ 51,796	\$ 1,366,249	\$ 27,950	2.05%

**PLANNING DEPARTMENT  
MONTHLY REPORT – July 2019**  
Prepared by: Debra Creighton

General Tasks

During the month of July, the Planning staff reviewed and signed off on all commercial and residential building and sign permits.

Staff continues to prepare for upcoming meetings and has overseen contracted projects for the MTP Update, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. Code Enforcement issues \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City.

During the month of July, nine (9) tickets were issued.

Parked in Wrong Direction	5
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	4
Other (Bus Loading Zone, Crosswalk, Sidewalk)	0

2019	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
<b>Site/Subdivision Plans</b>														
<b>Planning Commission</b>	3	6	6	5	5	5	4						34	5
<b>Staff Level</b>	0	1	0	3	1	7	3						15	2
<b>Rezoning</b>	0	2	3	3	1	3	2						14	2
<b>Historic District Commission</b>	0/1	0/1	2/1	1/1	1/3	1/3	1/2						6/12	1/2
<b>Code Enforcement</b>														
<b>Grass Cutting # Lots + Payments</b>	0	0	0	0	40 / \$4,915	98 / \$7,025	15/ \$1,145						153 / \$13,085	51 / \$4,362
<b>Junk Vehicles</b>	4	4	3	4	5	6	2						28	4
<b>Tagged Vehicles</b>	0	0	0	20	30	18	28						96	14
<b>Illegal Signs Removed</b>	444	79	30	197	20	25	35						830	119
<b>Bags of Litter Picked Up</b>	388	551	602	555	522	305	367						3290	470

**2018**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
<b>Planning Commission Cases</b>	5	6	5	3	7	4	7	7	8	4	5	3	64	6
<b>Historic District Comm. Cases</b>	2/1	2/1	1/1	1/0	0/2	2/0	1/2	1/2	1/2	0/0	1/1	0/0	12/12	1/1
<b>Code Enforcement</b>														
<b>Grass Cutting</b>	0	0	0	0	102/ \$6,100	69/ \$4,540	65/ \$3,775	79/ \$4,400	94/ \$5,590	74/ \$4,37	0	0	483/ \$28,782	80/ \$4,797
<b>Junk Vehicles Tagged/Towed</b>	30/1	22/2	23/3	16/5	21/3	20/5	18/3	0/0	35	18/0	0/28	2/4	170/31	15/3
<b>Illegal Signs Removed</b>	130	127	110	56	85	92	61	62	297	103	336	42	1239	103
<b>Bags of Litter Picked Up</b>	331	473	583	316	552	437	319	394	321	399	283	173	4557	379

**ENGINEERING DEPARTMENT  
MONTHLY REPORT – JULY 2019**

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

**Stoney Creek Greenway**

- Staff is awaiting authorization to construct from NCDOT;
- Project manual and final estimate are 90% complete;
- Anticipated advertisement for bids in August 2019.

**Phase IV Sewer Collection Rehabilitation**

- T. A. Loving Company is currently performing pipe bursting and CCTV work for sections of sanitary sewer line;
- Project is 40% complete with a contract completion date of November 26, 2019.

**Center/Holly Street Water Tank Painting**

- Additional work added by Change Order No. 1 for installing davit arm manway and removal of internal spider rods and the center hub increased the contract time to October 21, 2019;
- Project is 25% complete.

**SJAFB Sewer Outfall Improvements**

- Staff is coordinating having the sewer line CCTV work completed to determine if sewer line can be lined using CIPP;
- Anticipated advertisement for bids in September 2019.

**2019 Infrastructure Recovery (Goldenleaf Foundation)**

- Surveying is underway;
- Design anticipated to be completed in September 2019.

**2018 Street Improvement Project**

- This paving project includes Oak Hill Drive from North Berkeley Boulevard to Green Drive and East Chestnut Street from South Slocumb Street to South Leslie Street;
- City Council will reject all bids for this project during the August 5<sup>th</sup> Council meeting;
- The project scope is being revised and the project will be advertised for bids in the next couple of months.

**2018 Street Resurfacing**

- Railroad encroachment application has been submitted;
- Contract completion date is May 6, 2019, but will be adjusted due to railroad encroachment permit delays;
- Project is 75% complete.

**2018 Wastewater Collection System Rehabilitation Project**

- Additional work added by Change Order No. 1 is underway;
- Project is 95% complete;

**2018 Virginia Street Storm Sewer Improvements**

- Staff is researching alternatives to correcting the drainage situation.

**Ash Street/Alabama Avenue Sidewalk**

- Preliminary construction plans have been started;
- Duke Energy has been contacted to relocate needed poles.
- Anticipated bid date will be determined once NCDOT completes installation of handicap ramps along Ash Street.

**2017 Wastewater System Improvements**

- Design plans and specifications are being reviewed by NCDEQ;
- Project advertisement anticipated in November 2019.

**2017 Water System Improvements**

- Design plans and specifications are being developed;
- Design plans and specifications are anticipated to be sent for NCDEQ review in November 2019.

**2019 Water System Improvements**

- Received the NCDEQ Letter of Intent to Fund;
- Request for Qualifications for design services being developed and is anticipated to be advertised in August.

**2019 Street Resurfacing**

- Final list to be approved during the August 5<sup>th</sup> Council meeting.

**Best Management Practices (BMPs) Inspections**

- Approximately 308 BMPs have been approved and 258 BMPs have been constructed to date;
- All BMP inspections have been completed through the month July 2019.

# Goldsboro Fire Department

## Monthly Report – July 2019

Report Prepared By: Joseph Dixon JD/CL

### Fire Prevention and Outreach

- 7/1 – Public Education – Fire Truck Display – Boys & Girls Club of Wayne County
- 7/2, 7/9, 7/16, 7/26, 7/30 – Community Service – Summer Splash Days – West Haven Apartments
- 7/3, 7/10, 7/17, 7/24, 7/31 – Community Service – Summer Splash Days – The Grand at Day Point Apartments
- 7/3, 7/10, 7/17, 7/24, 7/31 – Community Service – Summer Splash Days – Lincoln Homes
- 7/3, 7/17 – Community Service – Car Seat Check – Station 2
- 7/4, 7/11, 7/18, 7/25 – Community Service – Sprinkler Fun Days – Golds. Ped. Dentistry and Ortho.
- 7/4 – Community Service – Fireworks – Berkeley Mall
- 7/5, 7/12, 7/19, 7/26 – Community Service – Summer Splash Days – Fairview Homes
- 7/11, 7/25 – Community Service – Center Street Jam – Downtown Goldsboro
- 7/11 – Public Education – Back to School Event – Fairview Homes
- 7/11 – Public Education – Fire Truck Display – Dillard Academy
- 7/16 – Community Service – Car Seat Check – Station 3
- 7/16 – Public Education – Kinetic Minds Inspire Camp – Dillard Academy
- 7/19 – Public Education – Water Safety Education – Wages
- 7/20 – Community Service – Fire Alarm Canvassing – Station 3 District
- 7/20 – Community Service – Tube the Neuse

### Working Structure Fires

- 7/2 – 1710 S Slocumb St
- 7/13 – 1109 N John St
- 7/20 – 1904 N William St #29
- 7/29 – 806 Westview Ct

### Working Vehicle Fires

- 7/2 – 1313 N US 117 BYP
- 7/15 – E Walnut St
- 7/17 – 1401 Salem Church Rd

<u>2019</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>
<b>Total Incidents:</b>	196	191	203	209	241	207	215						209
<b>Structure Fires:</b>	5	3	2	4	1	1	4						3
<b>EMS Calls:</b>	72	84	79	76	76	79	75						77
<b>Vehicle Accidents:</b>	27	30	40	33	39	27	22						31
<b>Fire Alarms:</b>	33	33	29	40	54	54	47						41
<b>Other:</b>	59	41	53	56	71	46	67						56
<b>Training Hours:</b>	3122	3211	3263	1804	2128	1788	1885						2457
<b>Safety Car Seat Checks:</b>	3	8	5	4	5	8	9						6
<b>Inspections:</b>	94	86	123	118	113	71	91						99
<u>2018</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>Jul.</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>
<b>Total Incidents:</b>	234	165	196	197	222	182	195	229	375	223	205	197	218
<b>Structure Fires:</b>	3	6	2	2	6	2	1	2	4	4	2	3	3
<b>EMS Calls:</b>	63	52	63	68	89	69	71	87	138	79	87	69	78
<b>Vehicle Accidents:</b>	49	22	39	27	38	34	38	31	36	34	41	29	35
<b>Fire Alarms:</b>	49	34	44	35	38	38	47	59	80	50	35	45	46
<b>Other:</b>	70	51	48	65	51	39	38	50	117	56	40	51	56
<b>Training Hours:</b>	2683	2871	2149	2172	1962	1878	2776	3228	1465	1909	2138	1163	2199
<b>Safety Car Seat Checks:</b>	2	10	10	9	10	4	3	8	3	11	6	11	7
<b>Inspections:</b>	52	67	68	95	102	106	99	142	64	19	69	65	79

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

# Goldsboro Police Department

## Monthly Report - July 2019

Report Prepared by: Michael D. West MDW/KB

Total IBR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft, arson and fraud) for July 2019 were 245 compared to 254 for June 2019.

Property with an estimated value of \$176,785 was reported stolen while property with an estimated value of \$44,097 was recovered.

Officers arrested 213 people and 649 citations were issued during the month. There were 60 drug -related charges.

There were 2 report(s) of assault on an officer.

Revenue collected for July 2019 included:

Police Reports	\$	304.00
Fingerprints	\$	60.00
Special Events	\$	50.00
Total	\$	414.00

IBR COMPARISON & TREND														
2019	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	0	0	0	0	0	2	0						2	0.3
Rape(&attempts)	1	0	0	2	1	0	2						6	0.9
Robbery	6	4	5	4	5	1	3						28	4.0
Aggravated Assault	7	8	10	5	15	14	9						68	9.7
Simple Assault	30	30	36	24	29	35	33						217	31.0
Breaking & Entering	33	31	24	35	35	22	34						214	30.6
Larceny	157	92	104	135	99	138	134						859	122.7
Motor Vehicle Theft	7	9	11	8	5	7	6						53	7.6
Arson	0	1	0	0	0	0	0						1	0.1
Fraud	24	37	35	19	25	35	24						199	28.4
<b>TOTALS</b>	265	212	225	232	214	254	245	0	0	0	0	0	1647	235.3
2018	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	0	0	0	0	0	0	0	0	2	1	0	0	3	0.3
Rape(&attempts)	2	1	0	2	1	0	2	0	2	0	0	0	10	0.8
Robbery	1	10	7	5	4	6	6	5	2	2	3	8	59	4.9
Aggravated Assault	6	12	11	13	15	13	17	9	17	12	7	11	143	11.9
Simple Assault	34	29	55	34	32	32	24	46	43	25	24	41	419	34.9
Breaking & Entering	40	27	23	31	37	41	36	27	30	31	35	39	397	33.1
Larceny	129	115	126	134	132	121	127	110	107	96	108	142	1447	120.6
Motor Vehicle Theft	7	4	7	7	7	5	6	11	6	12	13	8	93	7.8
Arson	0	2	0	0	0	1	1	1	0	3	0	2	10	0.8
Fraud	46	33	22	34	42	38	42	35	25	34	23	34	408	34.0
<b>TOTALS</b>	265	233	251	260	270	257	261	244	234	216	213	285	2989	249.1

Prepared by: *Felicia L. Brown (J. Shockley)*

[illegible]

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park and W A Foster Centers													
Program Revenue	\$3,906	\$3,821	\$2,091	\$3,153	\$2,899	\$12,306	\$18,807	\$8,450	\$815	\$400	\$0	\$2,497	\$4,929
Rental Revenue	\$1,610	\$1,385	\$4,572	\$3,927	\$2,625	\$2,647	\$3,660	\$4,660	\$2585	\$1195	\$1575	\$2,327	\$2,731
Facility Usage	11,813	10,235	11,470	13,633	10,862	10,576	9,700	9,415	5724	7335	8234	8719	9,810
Specialized Rec. and Senior Citizens, Pools													
Program Revenue	\$191	\$264	\$311	\$231	\$850	\$10,281	\$6,354	\$3,621	\$838.50	\$208	\$1670	\$214	\$2,086
Facility Usage	5,890	2,220	1,616	3,107	3,662	6,369	4,840	2,689	1090	1392	1423	1354	2,971
Athletics and Field Picnic Shelters, MSCX													
Program Revenue	\$1,500	\$2,430	\$1,560	\$195	\$920	\$3,880	\$2,197	\$2,960	\$0	\$3,690	\$2091	\$1,840	\$1,939
Field/Shelter Rental	\$0	\$60	\$0	\$1,165	\$1,250	\$1,480	\$1,120	\$1,130	\$1410	\$610	\$200	\$0	\$717
Facility Usage	3,459	9,382	3,605	5,315	9,725	4,867	7,890	9100	13,275	26,225	18645	10052	10,128
Golf Course													
Revenues	\$44,090	\$30,092	\$30,483	\$64,936	\$38,070	\$47,941	\$58,197	\$36,486	\$29,770	\$56,828	\$19,518	\$12,515	\$39,077
Expenditures	\$44,811	\$60,293	\$49,545	\$56,766	\$103,701	\$56,726	\$61,129	\$74,147	\$241,017	\$45,259	\$39,270	\$209,995	\$86,888
Special Events													
Sponsorships	\$1,500	\$0	\$	\$200	\$225	\$200	\$1,012	\$0	\$32,100	\$2000	\$42	\$1000	\$3,480
Attendance	0	0	2,000	215	50	215	315	160	12,662	1700	375	4650	1862
TOTAL REVENUE	\$52,797	\$38,052	\$39,017	\$73,807	\$46,839	\$78,735	\$91,347	\$57,488	\$67,519	\$64,931	\$25,097	\$20,395	\$54,669
TOTAL REVENUE FOR THE YEAR													\$656,024



# EXPENDITURES AND REVENUE BY LOCATION AND/OR PROGRAM

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
<b>Herman Park Center</b>													
Revenues						\$19,441							
Expenses						\$22,141							
<b>WA Foster Center</b>													
Revenues						\$5,895							
Expenses						\$32,727							
<b>Specialized Rec. and Senior Citizens, Pools</b>													
Revenues						\$7,939							
Expenses						\$22,393							
<b>Athletics and Field Picnic Shelters</b>													
Revenues						\$4,978							
Expenses						\$9,750							
<b>Bryan MSCX</b>													
Revenues						\$1,285							
Expenses						\$4,092							
<b>Golf Course</b>													
Revenues						\$68,373							
Expenditures						\$43,750							
<b>Special Events</b>													
Sponsorships & Other Revenues						\$1,990							
Expenses						\$2,344.50							
<b>TOTAL REVENUE</b>													
<b>TOTAL REVENUE FOR THE YEAR</b>													

- Please note for Parks and Recreation (not Golf Course) the expenses include purchases made in July and part-time staff salaries only. Full-time staff salaries and Training/Travel costs were not included. For the Golf Course, expenses include purchases made in July, part-time staff salaries, training/travel costs and full-time staff salaries.

Prepared by: *Felicia L. Brown (J. Shockley)*

[illegible]

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
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Golf Course													
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Expenditures	\$44,811	\$60,293	\$49,545	\$56,766	\$103,701	\$56,726	\$61,129	\$74,147	\$241,017	\$45,259	\$39,270	\$209,995	\$86,888
Special Events													
Sponsorships	\$1,500	\$0	\$	\$200	\$225	\$200	\$1,012	\$0	\$32,100	\$2000	\$42	\$1000	\$3,480
Attendance	0	0	2,000	215	50	215	315	160	12,662	1700	375	4650	1862
TOTAL REVENUE	\$52,797	\$38,052	\$39,017	\$73,807	\$46,839	\$78,735	\$91,347	\$57,488	\$67,519	\$64,931	\$25,097	\$20,395	\$54,669
TOTAL REVENUE FOR THE YEAR													\$656,024



**Travel & Tourism Department  
Monthly Report – July 2019**

*Prepared by: Josie Jenkins and Amber Herring*

- ♣ Inquiries were fulfilled for the month of July by the TTO— 86 incoming phone calls, and 69 visitors to the office.
- ♣ Total hotel revenue generated in June was \$2,080,943, which is up 12.3% YOY. July revenue not yet released.
- ♣ For the month, TTO Facebook page had 187 new page likes. Instagram page has 32 new followers. Twitter page gained 12 new followers.
- ♣ US Quidditch selected Goldsboro as a finalist to be a host for their 2019 and 2020 Mid-Atlantic Regional Championships. In the final week of June, USQ announced that Goldsboro has been selected as their host for the tournament, which will generate and confirm 250 room nights and approximately 1,000 visitors to the area. The tournament is set for November 9-10, 2019 at the Bryan Multi-Sports Complex. The player's party is being organized for Friday, November 8<sup>th</sup>.
- ♣ Josie Jenkins, the TTO Communications Manager, has finalized the media and marketing plan for the FY 2019-2020. The media plan is now rolling out, with a focus on Sports, Meetings, Events, Tours and ongoing overall Tourism.
- ♣ Josie will be attending Visit NC's State Media Mission on September 9<sup>th</sup>, to meet in-State media and build relationships to help assist future media and editorial coverage for Goldsboro.
- ♣ Josie has been running a Facebook photography competition, Hit Us With Your Best Shot, which has increased Facebook Page views by 28%. The competition closes on August 9<sup>th</sup>, and will be followed by another Facebook competition through the Fall.
- ♣ Josie is planning a Fam Tour for media October 18-19<sup>th</sup> for NC-based journalists, to stay in and experience Goldsboro in return for editorial content and promotion in their publications. The previous Fam Tours have produced good editorial content and built relationships with media outlets.
- ♣ Amber Herring, Administrative Assistant, attended Banner 9 training on July 18<sup>th</sup>.
- ♣ With the approval of the Wayne County TDA and GTC boards, the History Channel project planning is underway and TTO is coordinating efforts with partners such as, Downtown Goldsboro, SJAFB Public Affairs, Busco Beach, and local BBQ establishments.
- ♣ Josie and Amber are working on the Fall Tour program, set to be released by August 15<sup>th</sup> to the public. The tour program includes Ghost Tours, Base Tours, Brews and 'Cues Tours, and BBQ Tours. The summer Ghost of Goldsborough Tour series have consistently sold out. On average, 30% of participants have been from outside of Wayne County. Base Tours and previous BBQ Tours have also been popular, consistently selling out.
- ♣ WRAL is coming to Goldsboro to film for the show Out and About, in which Goldsboro is featured in a 5-minute slot. The focus of the slot is 'Goldsboro in Fall', which will feature Downtown Goldsboro food, drinks, and live music, followed by the Downtown Ghost Tour.
- ♣ Ashlin met with Planning and Parks & Rec in the final week of June to discuss next steps for future development of the MST in Goldsboro-Wayne County. Planning is working on the long-term transportation plan, which is due this October. By Q4 and early Q1, we will consider feasibility plans and desires for how the MST's land route should meander through Goldsboro-Wayne County. In the meantime, the Friends of the MST group will lend its Coastal Crescent trail planner, Ben Jones, to help us consider feasible route options.

**Occupancy Tax Collections YTD**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
<b>2019-20</b>	\$82,004	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>2018-19</b>	\$76,448	\$71,981	\$72,429	\$89,311	\$85,534	\$49,108	\$104,633	\$73,949	\$59,855	\$98,520	\$86,921	\$141,913	<b>\$1,010,602</b>	<b>\$84,217</b>
<b>2017-18</b>	\$81,794	\$70,849	\$71,323	\$66,920	\$68,268	\$60,726	\$43,748	\$51,800	\$53,393	\$68,272	\$69,725	\$78,449	<b>\$785,269</b>	<b>\$65,439</b>



## City of Goldsboro

P.O. Drawer A  
North Carolina  
27533-9701

### RESOLUTION 2019-65

#### **RESOLUTION COMMENDING AND EXPRESSING APPRECIATION TO MARK STEVENS FOR SERVING AS A GOLDSBORO CITY COUNCILMEMBER FOR FOUR YEARS**

**WHEREAS**, Mark Stevens has served this community and the City of Goldsboro well in numerous capacities, including four years as a member of the Goldsboro City Council, representing District Three, since December 2015; and

**WHEREAS**, These years of service have been marked by exemplary dedication to the best interests of the community as he has worked constantly for the betterment of its economic, cultural and aesthetic development; and

**WHEREAS**, During these years of service, Councilmember Stevens has gained the admiration and respect of local officials for his untiring efforts in improving technology in the City of Goldsboro; and

**WHEREAS**, During his term in office, Councilmember Stevens has served as a member of the Mayor's Committee for Persons with Disabilities, DGDC Committee, GWTA Committee, T.C. Coley Community Center Board and various other Special Project Committees; and

**WHEREAS**, Many projects have commenced and been completed by the City during Councilmember Stevens' years of service, including construction of the Multi-Sports Complex, new Police/Fire Complex, replacement of Fire Station 4, sewer rehabilitation, street resurfacing throughout the city, the Center Street Streetscape Project-Phase II and III, and the renovation of the T.C. Coley Community Center.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Goldsboro, North Carolina that the Mayor and City Council express to you, Mark Stevens on behalf of themselves, city employees and the citizens of the City of Goldsboro, our appreciation and gratitude for your unselfish, devoted and invaluable service and contributions rendered to the Council and the City of Goldsboro in the many capacities in which you have served; and

**BE IT FUTHER RESOLVED** that we offer you our very best wishes for success, happiness, prosperity and good health in your future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 19<sup>th</sup> day of August, 2019.



  
Chuck Allen  
Mayor

**RESOLUTION 2019-65**

**RESOLUTION COMMENDING AND EXPRESSING APPRECIATION TO  
MARK STEVENS FOR SERVING AS A GOLDSBORO  
CITY COUNCILMEMBER FOR FOUR YEARS**

**WHEREAS**, Mark Stevens has served this community and the City of Goldsboro well in numerous capacities, including four years as a member of the Goldsboro City Council, representing District Three, since December 2015; and

**WHEREAS**, These years of service have been marked by exemplary dedication to the best interests of the community as he has worked constantly for the betterment of its economic, cultural and aesthetic development; and

**WHEREAS**, During these years of service, Councilmember Stevens has gained the admiration and respect of local officials for his untiring efforts in improving technology in the City of Goldsboro; and

**WHEREAS**, During his term in office, Councilmember Stevens has served as a member of the Mayor's Committee for Persons with Disabilities, DGDC Committee, GWTA Committee, T.C. Coley Community Center Board and various other Special Project Committees; and

**WHEREAS**, Many projects have commenced and been completed by the City during Councilmember Stevens' years of service, including construction of the Multi-Sports Complex, new Police/Fire Complex, replacement of Fire Station 4, sewer rehabilitation, street resurfacing throughout the city, the Center Street Streetscape Project-Phase II and III, and the renovation of the T.C. Coley Community Center.

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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 19<sup>th</sup> day of August, 2019.

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Mayor

Attested by:

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City Clerk