



**AGENDA**  
**REGULAR MEETING OF THE MAYOR AND CITY COUNCIL**  
**CITY OF GOLDSBORO**  
**COUNCIL CHAMBERS – CITY HALL – 214 N. CENTER STREET**  
**AUGUST 20, 2018**



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

**I. ADOPTION OF THE AGENDA**

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

- a. Sidewalk Fee in Lieu Discussion (Planning)
- b. Discussion Items (Councilmember Foster)
  - 1. Responsible Demolition in the city of Goldsboro
  - 2. Golf Course budget
  - 3. Summer feeding program

**NEW BUSINESS**

- c. Discussion Items (Councilmember Stevens)
  - 1. Technology and the Future of Goldsboro
  - 2. Social and Financial Economics of Goldsboro
- d. Discussion Items (Councilmember Williams)
  - 1. Summer Youth Employment 2019
  - 2. Historical Commission Discussion
- e. NLC City Summit Conference Discussion (City Council)
- f. City Hall Maintenance (City Manager)
- g. Fire Department Reorganization (Fire) *\*Attachment Included*
- h. 2018-19 Public Art Recommendations (Downtown Development)

**III. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER ST.**  
Invocation (Pastor DJ Coles, SJAFB Chapel)  
Pledge to the Flag

**IV. ROLL CALL**

**V. APPROVAL OF MINUTES (\*Motion/Second)**

- A. Minutes of the Work Session and Regular Meeting of August 6, 2018

**VI. PRESENTATIONS**

- B. Resolution Expressing Appreciation for Services Rendered by James Dortch as an Employee of the City of Goldsboro for More Than 19 Years
- C. Golden STAR Award Recipients (Human Resources)
- D. SJAFB Remembrance Week (SJAFB)
- E. Opioid Use Disorder Awareness Week Proclamation

**VII. PUBLIC HEARINGS**

- F. CU-8-18 Coastal Transport, Inc. – Southwest corner of South George Street and Hemlock Street (Operation of an Outdoor/Indoor Flea Market) (Planning)
- G. CU-9-18 Bradley Tew – South side of US 70 East between North Oak Forest Road and East Ash Street Extension (Place of Entertainment with No ABC Permits-Indoor Batting Cages) (Planning)
- H. Z-11-18 The Three J's – North Side of US 70 East between North Oak Forest Road and East Ash Street Extension (SC to GBCD) (Planning)
- I. Z-12-18 Goldsboro Housing Authority – South side of Edgerton Street between Claiborne Street and Taylor Street (R-9 Residential to O&I-1 CD for Day Care Center) (Planning)
- J. Z-13-18 Arnold Flowers – North side of Arrington Bridge Road between Casey Mill Road and Bill Lane Boulevard (R-9 and RM-NC to I-2 CD Industrial) (Planning)
- K. Z-14-18 Shirley Edwards – South side of A Street between Seaboard Street and North Center Street (R-9 to RM-9CD) (Planning)

**PLANNING COMMISSION EXCUSED**

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

- Request to Speak—Kenzie Hinson

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

- L. Setting Public Hearing--Contiguous Annexation Request – The Three J's –North side of US 70 East between North Oak Forest Road and East Ash Street Extension (9.74 Acres) (Planning)
- M. Authorization of Agreement for District 6 Park Master Plan (Parks and Recreation)
- N. Semi-Pro Football Agreement (Parks and Recreation)
- O. Repeal of Limited Time Parking Restrictions in the Downtown Area (Engineering)
- P. Approve Compost Bulk Pricing (Public Utilities)
- Q. Utility Construction Agreement with NCDOT for Improvements relating to US 117 North (North William St.) NCDOT Project U-2714 (Engineering)
- R. Establishing the Capital Project Fund Ordinance- Street Bond Improvements (Finance)
- S. Resolution Authorizing Execution and Delivery of an Installment Financing Contract to Finance Improvements to Certain Fire and Police Department Facilities (Finance)
- T. Golden Leaf Grant Funds (Finance)
- U. Departmental Monthly Reports

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

**XI. CITY MANAGER'S REPORT**

**XII. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS**

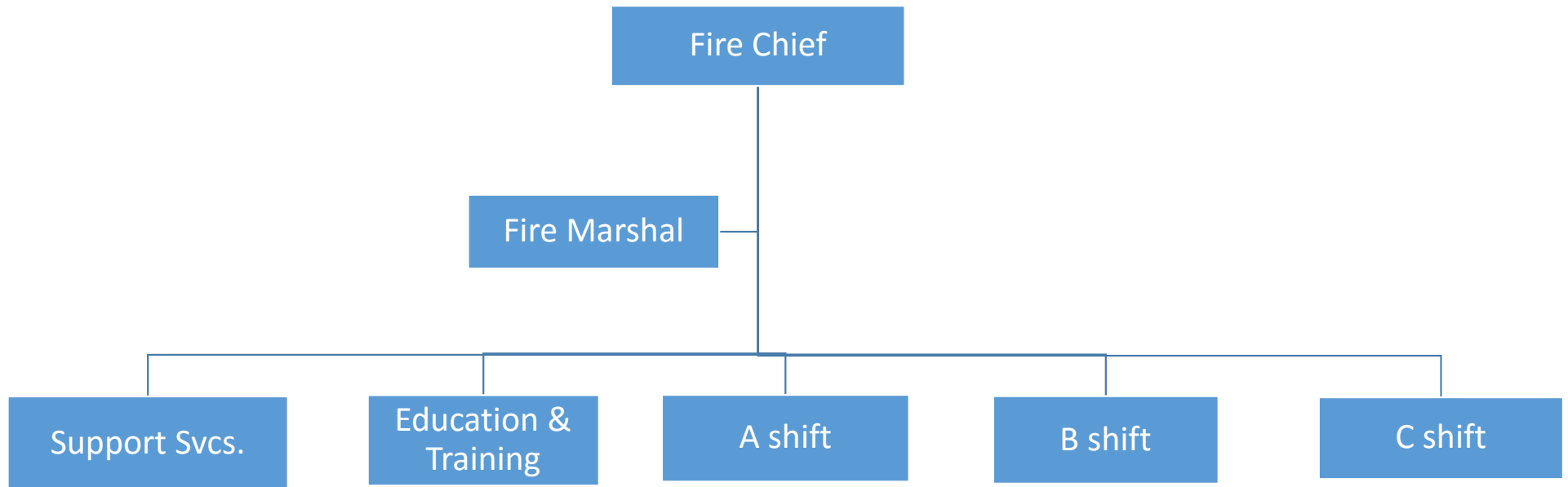
**XIII. CLOSED SESSION**

**XIV. ADJOURN**

# Goldsboro Fire Department

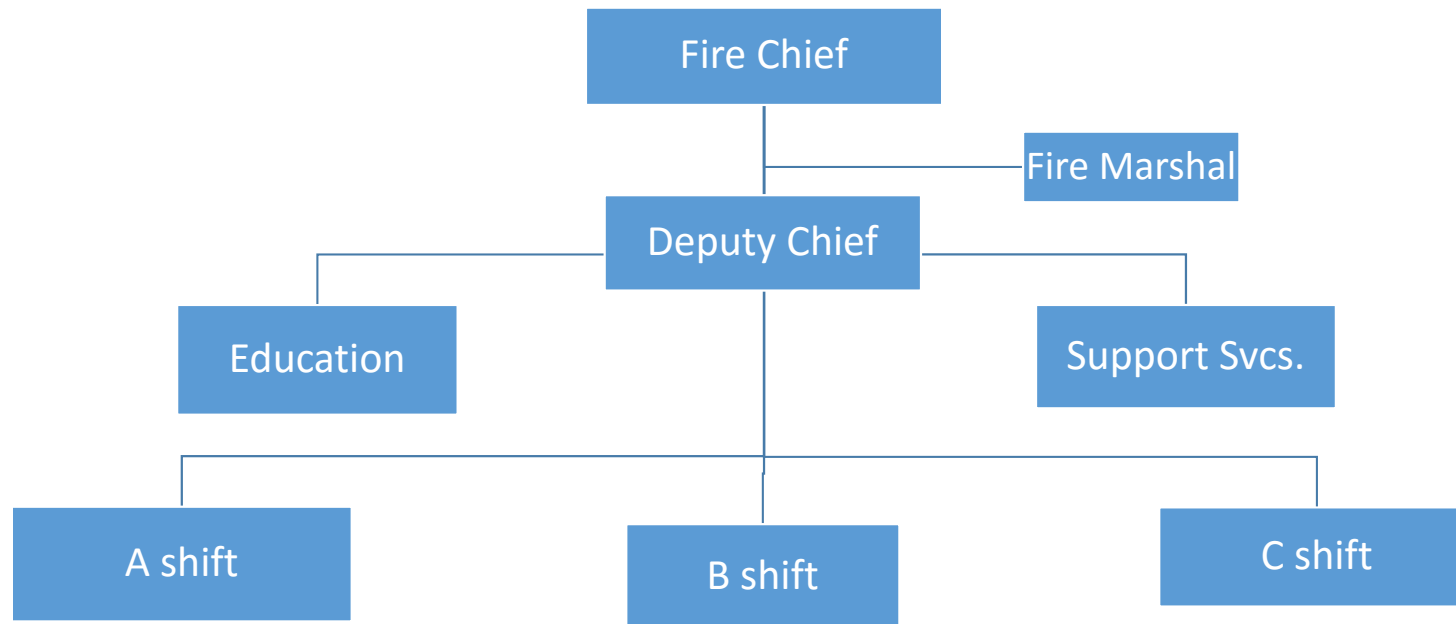
Reorganization to Improve Efficiency

# Where We Are....





# More Efficient....



**DON'T SAY**  
**I CAN'T AFFORD IT..**  
**INSTEAD, ASK YOURSELF**  
**HOW CAN I AFFORD IT?!**



## GOLDSBORO FIRE DEPARTMENT RESTRUCTURE

Current Uniformed Costs		Proposed Changes and Estimated Costs	
JOB TITLE	SALARY	JOB TITLE - P1	SALARY
Fire Chief	99000	Fire Chief	99000
Asst. Chief/ Support Services	75000	Deputy Fire Chief	85000
Asst. Chief/ Training & Safety	75000	Asst. Fire Chief Support Services	75000
Asst. Chief/ Operations A	75000	Asst. Fire Chief Training & Safety	75000
Asst. Chief/ Operations B	75000	Battalion Chief A	65000
Asst. Chief/ Operations C	75000	Battalion Chief B	65000
Fire Marshal (*Non Exempt)	65000	Battalion Chief C	65000
Captain/ Inspector	56000	Fire Marshal (Battalion Chief)	65000
Captain/ Training	56000	Captain/ Inspector	56000
		Captain/ Training	50000
		P/T Inspections	20000
		P/T Training and Recruitment	20000
		P/T Support Services	20000
Salary Total	651000		760000
		Staff vehicle	5000
			765000

* Fire Marshal is now classified as a Battalion Chief and an exempt employee.
** The Cost of a staff vehicle is a capitalized expense.
Savings associated with the use of civilian P/T personnel related to benefits.
Job opportunities for qualified civilians provides a boost for the local economy.
There will be a reduction in the amount of OT across the board.

*Thank  
you*



MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD  
AUGUST 6, 2018

**WORK SESSION**

The Mayor and Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on August 6, 2018 with attendance as follows:

Present: Mayor Chuck Allen, Presiding  
Mayor Pro Tem David Ham  
Councilmember Antonio Williams  
Councilmember Bill Broadaway  
Councilmember Bevan Foster  
Councilmember Gene Aycock  
Ron Lawrence, Attorney  
Scott Stevens, City Manager  
Melissa Corser, City Clerk  
Randy Guthrie, Assistant City Manager  
LaToya Henry, Public Information Officer  
Octavius Murphy, Assistant to the City Manager  
Jennifer Collins, Interim Planning Director  
Kaye Scott, Finance Director  
Mike West, Police Chief  
Scott Williams, IT Director  
Erin Fonseca, Promotions Coordinator  
Scott Barnard, P&R Director  
Felicia Brown, Assistant P&R Director  
Mike Wagner, Deputy Public Works Director – Utilities  
Rick Fletcher, Public Works Director  
Lisa Johnson, Assistant Fire Chief  
Shycole Simpson-Carter, Community Relations Director  
Allen Anderson, Chief Building Inspector  
Marty Anderson, City Engineer  
Julie Metz, DGDC Director (arrived at 5:15 p.m.)  
Joey Pitchford, Goldsboro News-Argus  
Ken Conners, News Director-Curtis Media Group East  
Carl Martin, Citizen  
Lonnie Casey, Citizen  
Bobby Mathis, Citizen  
Della Mathis, Citizen  
Berry Gray, Citizen  
Milas Kelly, Citizen  
Byron Ash, Citizen  
Joe Pritchard, Citizen  
Dwayne Vandiford, Citizen  
Wells Warner, Citizen  
Gina Price, Citizen  
Jody Dean, Citizen  
Douglas Safford, Citizen  
Myelle Thompson, Citizen  
Ravonda Jacobs, Citizen (arrived at 5:27 p.m.)  
Sylvia Barnes, Citizen (arrived at 6:02 p.m.)

Absent: Councilmember Mark Stevens

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

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

**Liens Discussion.** Ms. Kaye Scott shared the following information:

Demolition Liens

Age	Number of Liens	Amounts
2007 & Older	37	\$ 221,658
2008-2010	29	\$ 241,977
2011-2013	20	\$ 126,996
2014-2016	36	\$ 150,264
2017-2018	57	\$ 357,977
Totals	179	\$ 1,098,872

Clean Lot Liens

	Number of Customers	Amounts
Over \$3,000	4	\$ 17,200
Over \$2,000	14	\$ 34,949
Over \$1,000	33	\$ 40,875
Under \$1,000	404	\$ 91,183
Totals	455	\$ 184,207

Foreclosure Process

1. Length of Time: 60 days from time attorney files suit.
2. Could take up to 4 months if there are Heir ownership.
3. Average Cost: \$2,000 - \$4,000 depending on ownership
  - a. Attorney Fees
  - b. Filing and Motion Fees
  - c. Advertising Costs
  - d. Notice of Sale Fees
  - e. Sheriff Fees

Councilmember Williams expressed concerns regarding demolitions and collection of fees in low wealth areas.

Mayor Pro Tem Ham stated he would like information on fees for collection agencies.

Council discussed and asked that staff provide a map of properties demolished and information on collection agencies.

**Councilmember Foster Discussion Item – Bus Shelters.** Councilmember Foster discussed areas he would like to see additional bus shelters installed. Council discussed. Mayor Allen asked if the locations had been discussed with GWTA. Ms. Simpson-Carter shared at one of the last GWTA’s board meetings, members were tasked with looking at where additional shelters were needed. Mayor Allen suggested they wait to hear back from GWTA.

Councilmember Foster made a motion to buy 3 additional bus shelters. Councilmember Williams seconded the motion. Mayor Allen stated he is not opposed to the money for additional shelters or locations but he would like to work with GWTA. Councilmember Foster and Williams voted in favor of the motion. Mayor Allen, Mayor Pro Tem Ham and Councilmembers Broadway and Aycock voted against the motion. Mayor Allen stated the motion failed with a 2:4 vote.

**Councilmember Foster Discussion Item – Summer Meals Program.** Councilmember Foster expressed concerns regarding free summer meals being offered at Herman Park. He stated he read through some of the federal regulations and he wants to be sure we are in compliance with regulations, there should be some type of income verification. He stated you don’t know if these kids at summer camp are from Walnut Creek or Day Circle. Councilmember Foster stated he would send his list of questions to Mr. Lawrence.

**Councilmember Foster Discussion Item – Golf Course Budget.**

Councilmember Foster stated he requested some information regarding the golf course budget. He expressed concerns regarding losses incurred. He stated he does not have a problem with the golf course but does have a problem with the amount of money we are losing.

**Sidewalk Discussion.** Ms. Jennifer Collins shared the following information:  
Sidewalk discussion:

- Spence Ave from Royall Ave to Mall Road
  - 5' sidewalk on East side @ \$32 square yard.
  - 2,338 LF
  - \$41,568.00
  - Additional Cost associated with RR crossings
- E. Ash Street from N. George Street to US 117 Hwy (Westhaven area)
  - 5' sidewalk on North side @ \$32 square yard.
  - 2,442 LF
  - \$43,424.00
  - Additional Cost associated with RR crossing
- W. Grantham Street from N. George Street to RR Right-of-Way (Bakery)
  - 5' sidewalk on North side @ \$32 square yard.
  - 1,290 LF
  - \$22,944.00
  - Possibility of incorporating sidewalk into Bridge Replacement Project. (Construction Let – Feb 2021)
- Wayne Memorial Drive from North Street to US 70 Hwy Bridge
  - 5' sidewalk on South side @ \$32 square yard.
  - 1,000 LF
  - \$17,792.00
- Sidewalk fund balance of **\$55,807.87**

Near Term Widening Projects

70/30 Cost Share w/ NCDOT

- William Street widening from 70 to Fedelon Trail – 70/30 cost share with NCDOT - \$117,440 with 30% (\$35,232) provided by City
- East Ash Street Extension widening from Berkeley Blvd to 70 to include sidewalk
- Wayne Memorial Drive widening from New Hope Rd to 70 Bypass to include sidewalk
- Berkeley Blvd widening from New Hope Rd to Saulston Road to include sidewalk up to the Dollar General

Council discussed.

Councilmember Williams made a motion to approve the installation of sidewalks on W. Grantham Street from N. George Street to RR Right-of-Way (Bakery) and Wayne Memorial Drive from North Street to US 70 Hwy Bridge. The motion was seconded by Councilmember Aycock. Councilmember Broadaway stated sidewalks are needed along Spence Ave. from Royall Ave. to Mall Road. Mayor Allen, Mayor Pro Tem Ham and Councilmembers Williams, Foster and Aycock voted in favor of the motion. Councilmember Broadaway voted against the motion. Mayor Allen stated the motion passed 5:1.

**Purchase of Gas Powered Golf Carts. Resolutions Adopted. Ordinance Adopted.** Ms. Kaye Scott shared the following information:

The City of Goldsboro entered into a lease agreement with Yamaha for 58 gas powered golf carts in August 2013. The term of this lease was for 60 months with the lease ending in July 2018. Council determined at its July 26 meeting that it was best to procure 50 golf carts along with two (2) utility carts.



Requests for bids were advertised and were opened on August 3, 2018. The City received four (4) responsive bidders. The bids were reviewed by the Parks and Recreation Director and found to be in order. The low bid from E-Z-Go Division of Textron, Inc. is being recommended at \$3,650 per cart. E-Z-Go Representative has indicated that the carts should be delivered within 30 days. A bid tabulation is available for information.

Since financing for these carts will not be finalized until later in 2018, a reimbursement resolution is needed for not to exceed \$205,000. The reimbursement resolution includes the amount for the 50 carts and the cost for the two (2) utility carts.

Ms. Scott also shared information regarding an email from Yamaha about the final bill and charges to return the leased carts. Council discussed how to proceed.

Councilmember Aycock made a motion to:

1. Adopt the following entitled Resolution authorizing the City Manager, Finance Director and City Clerk to enter into a contract with E-Z-Go Division of Textron, Inc. for the purchase of 50 gas powered golf carts.
2. Adopt the following entitled Resolution declaring the City Council's intent to reimburse the City of Goldsboro from the proceeds of the installment financing for the golf carts and utility carts in the amount not to exceed \$205,000.
3. Adopt the following entitled budget ordinance to reflect an increase in the General Fund's revenues and expenditures for the purchase of the golf carts.

The motion was seconded by Councilmember Broadaway. Mayor Allen, Mayor Pro Tem Ham, and Councilmember Broadaway and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen stated the motion passed 4:2.

RESOLUTION NO. 2018-42 "RESOLUTION AUTHORIZING THE CITY MANAGER, FINANCE DIRECTOR AND CITY CLERK TO EXECUTE AN AGREEMENT FOR THE PURCHASE OF GOLF CARTS"

RESOLUTION NO. 2018-43 "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLDSBORO, NORTH CAROLINA DECLARING ITS INTENTION TO REIMBURSE THE CITY OF GOLDSBORO, NORTH CAROLINA FROM THE PROCEEDS OF THE INSTALLMENT FINANCING FOR GOLF CARTS"

ORDINANCE NO. 2018-37 "AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2018-19 FISCAL YEAR"

**Compost Facility Pricing Discussion.** Mr. Mike Wagner presented the following information:

Current Pricing Overview – January 1, 2018

- Wholesale Compost: \$9.00 per cubic yard and \$2.00 per 100/30-lb bag for wholesale customers with a minimum of 20 cubic yards purchased in the calendar year.
  - 2017 -\$8.00 per cubic yard
  - 2016 -\$6.50 per cubic yard
- Retail Compost: \$15.00 per cubic yard and \$4.00 per 30-lb bag for retail customers with advance purchase.
  - Not available prior to 2018
  - To Date 59 cubic yards bulk and 129 bags
- Mulch: \$6.00 cubic yard.
  - 2017 -\$8.00
  - 2016 -\$6.50

Mr. Wagner reviewed sales information.

### Increase Cost for New Customers?

(Current “compost” wholesale agreements run through December 31, 2018)

- 60 Mile Area Compost
  - \$35, \$26, \$21 per cubic yard and \$28 ½ cy
  - Raise the Price?
    - What Price?
    - Continue Bulk Pricing?
  - Reminder: We are eliminating 100% Biosolids and Yard Waste
- Raise Mulch Price?
  - There are no agreements for mulch

Council discussed pricing and asked staff to bring back an item at the next meeting to increase pricing as follows: \$15.00/cubic yard for compost purchases over 20 cubic yards, \$21.00/cubic yard for compost purchases less than 20 cubic yards; and \$8.00/cubic yard for mulch.

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

**Item G. Site, Landscape and Building Elevation Plans.** Mayor Pro Tem Ham asked that staff verify our fee in lieu is consistent with pricing to install sidewalks.

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 August 6, 2018 with attendance as follows:

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

Absent: Councilmember Mark Stevens

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

Pastor Ryne Fullerton with Adamsville Baptist Church provided the invocation. The Pledge to the Flag followed.

**Approval of the Minutes.** Councilmember Aycock made a motion to approve the Work Session and Regular Meeting Minutes of June 4, 2018, the Work Session and Regular Meeting Minutes of June 25, 2018 and the Work Session and Regular Meeting Minutes of July 16, 2018 as submitted. Councilmember Broadway seconded the motion. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Williams, Broadway, and Aycock voted in favor of the motion. Councilmember Foster voted against the motion. Mayor Allen stated the motion passed 5:1.

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

1. Liza Govan shared information on upcoming events hosted by 92.7 Jamz.
2. Autumn and Aubrey Wright stated they would like to have a splash pad.
3. Kristina Herring stated she would like a splash pad and see improvements made in the parks.

4. Bobby Jones stated he would like a splash pad and to see reinvestment made back into areas impacted by Hurricane Matthew.
5. Harold Warren stated he would like to see improvements made to parks, specifically HV Brown, Mina Weil, WA Foster, North End and Quail Parks.
6. Maj. D.R. Halliday discussed littering issues in Goldsboro.

Councilmember Williams asked if we had trash cans throughout the city, like the ones downtown, did he think that would help. Major Halliday stated yes, Councilmember Williams stated maybe we should sponsor some trash cans throughout the city.

7. Charles Wright shared information regarding the Wayne County Hurricane Matthew Resilient Redevelopment Plan and referenced an article in the News Argus where \$700,000 has been freed up because Seven Springs Fire Department obtained other funding. Handouts were provided by Mr. Wright and are on file in the Clerk's Office.

Councilmember Foster asked for clarification on where Mr. Wright would like to see this money spent, in areas impacted by Hurricane Matthew, right. Mr. Wright stated yes.

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

Mayor Allen stated he wanted to make one comment about this CDBG-DR money. This money is several years from coming, this would be our best bet, and this money is highly regulated and controlled by the state and HUD. It is first going to people who were directly affected by the flood. Secondly, there are some pots for public use. There is a lot of discussion, but there will be plenty of time for people to share ideas.

**Consent Agenda - Approved as Recommended.** City Manager, Scott A. Stevens, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Mayor Pro Tem Ham moved the items on the Consent Agenda, Items B, C, D, E, F, G, H, I, J, K, L, M, N and O be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Broadway. Mayor Allen, Mayor Pro Tem Ham, Councilmembers Broadway and Aycock voted in favor of the motion. Councilmembers Williams and Foster voted against the motion. Mayor Allen declared the Consent Agenda approved as recommended by a 4:2 vote. The items on the Consent Agenda were as follows:

**Z-10-18 Lane Farms, Inc. – Southwest corner of Salem Church Road and US 70 Bypass. Ordinance Adopted.** Applicant requests a zoning change from R-16 Residential to Highway Business.

Frontage: 500 ft. (on Salem Church Road)  
2,400 ft. (on US 70 Bypass)  
Area: 22 Acres (approx.)

Surrounding Zoning: North: R-20 and General Business  
South: R-16 Residential  
East: R-16 Residential  
West: R-16 Residential

A portion of the property is occupied by Lanetree Conference Center and an area just north of Titleist Drive which is vacant.

A Conditional District has not been requested, however, the existing conference center would be a permitted use in Highway Business.

The City's adopted Land Use Plan designates this property for industrial use (north of Titleist Drive) and Office and Institutional (for the Conference Center). Industrial uses are also recommended to the east and to the north, across US 70 Bypass.

City water is available to serve the property and the developer can extend sewer service to the subject site. The property is not located within a Special Flood Hazard Area.

The applicant has indicated his desire to develop a portion of the property just north of Titleist Drive for patio homes in the future which would be permitted in the proposed Highway Business zone.

The property north of Titleist Drive is located just outside the city limits but is within the City's Extraterritorial Jurisdiction.

At the public hearing held on July 16, 2018, no one appeared to speak regarding this matter.

At their meeting held on July 30, 2018, the Planning Commission recommended approval of the zoning change.

Staff recommended Council accept the recommendation of the Planning Commission and adopt an Ordinance changing the zoning for the subject property from R-16 Residential to Highway Business. While not entirely compliant with the City's adopted Land Use Plan which recommends industrial use, the change to Highway Business would reflect its proximity to a major corridor while appropriately zoning the existing conference center use. Consent Agenda Approval. Ham/Broadway (4:2)

ORDINANCE NO. 2018-38 "AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO, NORTH CAROLINA CODE OF ORDINANCES"

**CU-6-18 Glenn Price –West side of Millers Chapel Road between US 70 East and Wilson Street. Approved.** Applicant requests a Conditional Use Permit to allow the operation of a contractor's office with outdoor storage in the Airport-Business-1 zoning district.

The property is located within the Accident Potential Zone-1 and 75-79 decibel Noise Overlay District for Seymour Johnson Air Force Base.

Frontage: 100 ft.  
Depth: 415 ft. (approx.)  
Area: 0.95 Acres

In 2017 Council approved a Conditional Use Permit to allow an automobile repair and shop for property immediately behind the subject site.

Previously, the property operated as a producer of rubber stamps. It has been more than six months since the facility was last operated and, therefore, a Conditional Use Permit will now be required.

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

The submitted site plan shows that the property contains an existing single-story building with a 950 sq. ft. office area at the front and a 3,000 sq. ft. storage area at the rear which includes two vehicle bays.

The area behind the office is fenced in and is proposed for storage of the applicant's business vehicles and equipment. Applicant will be required to screen outside storage from off-site views.

According to Seymour Johnson AFB 2011 Air Installation Compatible Use Zone (AICUZ) report, the subject property falls within the 75-79 day-night average sound level (DNL) noise zone. The proposed use is compatible as long as measures to achieve a noise level reduction of 30 decibels will be incorporated into the design and construction of portions of the building where the public is received.

In addition, the subject property is located within the APZ-1. The occupancy of the property would be limited to 26 people. The density is considered compatible because the calculated FAR (Floor/Area Ratio) is less than the maximum FAR of 0.11 as required by the AICUZ report.

At the public hearing held on July 16, 2018, the applicant spoke in favor of the request. No one appeared in opposition.

The Planning Commission, at their meeting on July 30, 2018, recommended approval of the Conditional Use Permit and plans detailing the operation.

Staff 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 contractor's office with outdoor storage in the Airport-Business-1 zoning district; and
2. Approve the submitted site plan detailing the operation of the contractor's office. Consent Agenda Approval. Ham/Broadway (4:2)

**CU-7-18 Jay Patel – West side of Parkway Drive between Berkeley Boulevard and North Park Drive. Denied.** Applicant requests a Conditional Use Permit to operate an internet café/electronic gaming facility within one unit in a strip shopping center

Lot Frontage: 246.7 ft.  
Lot Depth: 145 ft.  
Unit Area: 2,400 sq. ft.  
Zone: General Business (GB)

Within the General Business zoning classification, internet cafés (electronic gaming operations) with no ABC permits are a permitted use only after the issuance of a Conditional Use Permit approved by City Council.

In May of 2017, Council adopted an Ordinance rewriting its regulations as they pertain to internet cafes/sweepstakes facilities and electronic gaming operations.

The new Ordinance now allows these uses only within the General Business zoning district if a Conditional Use Permit is granted. In addition, distances were established between internet cafes and other uses as follows:

500 ft. from Residentially zoned or developed property; Church, School, Day Care, Playground or Public Park

5,280 ft. from Another internet café (One Mile)

The new Ordinance also reduced the parking requirement for internet cafes to 1.5 spaces per computer and one space per employee.

Since the adoption of the new Ordinance, there have been no applications for internet cafés submitted for Conditional Use Permits.

The subject site meets all of the distance requirements with the exception of the distance between such facilities.

There is an existing internet café in the Pinewood Shopping Center that is approximately 4,842 ft. away from the applicant’s site. A modification of the one-mile distance will be required from 5,280 ft. to 4,842 ft.

Hours of Operation: 8:00 a. m. to 11:00 p. m.  
(Monday through Friday)  
Noon to 6:00 p. m.  
(Saturday)

No. of Employees: 2  
No. of Computers: 25

Based on the number of computers, the use would require 40 parking spaces. There are 44 marked parking spaces serving the entire strip center which contains four individual businesses. There is an additional paved area on the lot that is not striped but which would provide up to 20 parking spaces.

The applicant contends that the majority of his business will be after 5:00 p. m. when at least one other business in the center is closed.

At the public hearing held on July 16, 2018, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting on July 30, 2018, recommended denial of the Conditional Use Permit since the location could not meet the separation distance from an existing internet café use.

Staff recommended Council accept the recommendation of the Planning Commission and adopt an Order detailing the denial of the Conditional Use Permit request. Consent Agenda Approval. Ham/Broadaway (4:2)

**Amendment to: Site, Landscape and Building Elevation Plans - Maxwell Regional Agricultural and Convention Center & Farmer’s Market. Approved.** The property is located on the east side of Wayne Memorial Drive between Cox Boulevard and New Hope Road.

Frontage: 700.12 ft.  
Depth: 870.00 ft. (average)  
Area: 534,089.16 sq. ft. or 12.261 acres  
Zoning: General Business & O&I-1

Zoning for the property was changed from Shopping Center and Office and Institutional-1 to General Business (for the proposed Civic Center) on March 4, 2002. City Council approved site, landscape and building elevations plan for the 66,321 sq. ft. Convention Center and 4,800 sq. ft. open-air farmer’s market structure on June 6, 2016.

At the time of site plan approval for the Convention Center and the Farmer’s Market, the Farmer’s Market was proposed to be constructed of masonry (brick and stone) veneer to meet the City’s exterior performance requirements.

Prior to construction, and to stay within budget, the developer constructed the Farmer’s Market with prefabricated metal panels. Per the City’s exterior performance requirements, no more than 50% of the exterior building materials shall be prefabricated metal panels. The applicant is requesting a modification of this requirement. The developer has proposed to incorporate cupolas on the roof of the Farmer’s Market, as well as, planters around the building to provide a more attractive architectural design to meet the intent of the City’s requirements.

A temporary Certificate of Occupancy was issued in June, 2018. A final Certificate of Occupancy will be issued upon approval of the requested modification of the exterior performance requirements by City Council.

The Planning Commission, at their meeting on July 30, 2018, recommended approval of the modification subject to the applicant working with the staff to include additional plant material in proximity to the Farmer’s Market building in addition to the incorporation of cupolas and planters.

Staff recommended Council accept the recommendation of the Planning Commission and approve the modification of the City’s performance requirement for exterior building materials subject to the incorporation of cupolas on the roof, planters around the building and additional plant material being installed in proximity to the building. Consent Agenda Approval. Ham/Broadaway (4:2)

**Site, Landscape and Building Elevation Plans – Wayne County Shell Building. Approved.** The property is located on the southeast corner of Challen Court and Gateway Drive.

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

The site has been identified as Lot No. 8 in the Wayne County Industrial and Business Park.

The submitted site plan indicates that the building will contain 50,277 square feet. Two paved access drives and a parking lot containing 18 parking spaces (including two handicapped spaces) is also proposed. No specific tenant is proposed to occupy this building, however, office and manufacturing uses are anticipated.

City Engineering will require approval of stormwater calculations and drainage plans prior to issuance of any building permits. Site plan does indicate a proposed wet pond and proper screening of pond will be required.

The submitted landscape plan indicates street trees along Challen Court and vehicular surface area plantings for the proposed 18 parking space area.

Building elevations have been submitted and indicate the proposed shell building will be constructed of metal and have a standing seam metal roof.

At the time a specific use is proposed, complete and detailed site, landscape and building elevation plans will be required for approval by the Planning Commission and City Council.

At their meeting held on July 30, 2018, the Planning Commission recommended approval of the plans as submitted.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site, landscape and building elevation plans for the Wayne County Shell Building. Consent Agenda Approval. Ham/Broadaway (4:2)

**Site, Landscape and Building Elevation Plans – Adair Place Apartments. Approved.** The property is located behind Goshen Medical Center on the southwest corner of Adair Drive and U.S. Highway 70 West.

- Frontage: 373 ft. (Keenway Drive)
- Depth: 900 ft. (approximately)
- Area: 7.0 acres
- Zoning: R-6 Residential

The site has been identified as lot no. 3 of the Adair Place Subdivision. City Council approved rezoning of the subject property from Shopping Center to R-6 Residential in April, 2016.

The submitted site plan indicates three newly-constructed three-story apartment buildings containing a total of 72 units. In addition, a community building is also being proposed on site.

Parking for the site requires two spaces per unit plus .5 per bedroom over two. Thirty-six of the 72 total units will be 3-bedroom units and the other 36 units will be 2-bedroom units. A total of 162 parking spaces are required and 162 spaces have been provided to include eight handicap accessible spaces.

Access to the site will be directly from Keenway Drive. A portion of Keenway Drive will be constructed to City standards as a result of this development which would connect to Adair Drive from U.S. Highway 70. Interconnectivity has not been shown on the site plan however, staff is working with the applicant to indicate an access easement for future interconnectivity to Lot 4.

City sidewalks are required along frontage of the proposed development. Frontage along Keenway Drive is approximately 373 linear ft. The applicant is requesting to pay the sidewalk fee in the amount of \$5,595 in lieu of installation of the sidewalk.

The subject property would be served water through Fork Township Sanitary District. Sanitary sewer service will be provided by Fork Township but treated by the City of Goldsboro. City Engineering will require approval of stormwater calculations and drainage plans prior to issuance of any building permits.

Street trees have been provided along Keenway Drive. The proposed site plan indicates a Type C 20' landscape buffer along the eastern property line and along the northern property line along the future Keenway Drive. The applicant is requesting a modification of the required landscape buffers along the southern and western property lines due to those lines being adjacent to a permanently protected and managed open space.

Vehicular surface area landscape requirements must be met. Staff is working with the applicant to ensure landscape requirements are met per the requirements of the City's Unified Development Ordinance.

Dumpsters have been shown on the site plan and staff will work with the applicant to ensure the dumpsters are appropriately screened from off-site views.

Building elevations have been submitted and indicate the proposed buildings will be constructed of brick veneer and vinyl siding. Roofing materials will be a combination of asphalt shingles and standing seam metal.

At their meeting held on July 30, 2018, the Planning Commission recommended approval of the plans with a modification of the landscape buffers along the southern and western property lines.

It is recommended Council accept the recommendation of the Planning Commission and approve the site, landscape and building elevation plans as submitted with a modification of the required landscape buffers along the southern and western property lines adjacent to a permanently protected and managed open space. Consent Agenda Approval. Ham/Broadaway (4:2)

**Contiguous Annexation Petition – The Three J's (North side of US 70 East between North Oak Forest Road and East Ash Street Extension) 9.74 Acres. Referred to the City Clerk.** The applicant is requesting that contiguous property described by metes and bounds in Item 2 of the petition be annexed to the City of Goldsboro. Maps showing the property proposed to be annexed are available.

Pursuant to G. S. 160A-31, Council shall fix a date for public hearing on the proposed annexation if the petition is considered sufficient by the City Clerk.



The City Council, at their meeting on August 6, 2018 would request the City Clerk to determine the sufficiency of the petition. If the petition is determined to be sufficient, a public hearing would be scheduled and a report would be prepared by the Planning Department, in conjunction with other City departments, for submission to the Council.

It was recommended Council request that the City Clerk examine the annexation petition to determine its sufficiency. Consent Agenda Approval. Ham/Broadaway (4:2)

**FY 2018-19 Installment Financing – Vehicles. Resolution Adopted.** When Council adopted the FY 2018-19 budget, several vehicles/equipment were characterized to be purchased through installment financing. The following vehicles were listed to be purchased by an installment financing agreement pursuant to N.C.G.S. 160A-20:

<u>Vehicle/Equipment</u>	<u>Department</u>	<u>Amount</u>
Bucket Truck	Building Maint.	\$ 120,000
Crew Cab Pick-Up Truck	Solid Waste	29,000
Dump Truck		90,000
Transit Van	Police	28,102
F150 Truck		23,515
F250 Truck		21,869
Utility Truck	Parks & Rec.	47,500
Tandem Dump Truck	Maintenance	140,000
Heavy Duty Wheel Loader	Compost	153,000
Air Compressor	Fire Dept.	52,234
Trommel Screen	Compost	235,000
	<b>Total</b>	<b>\$ 940,220</b>

The City will start the Request for Proposals (RFP’s) for the abovementioned vehicles to banking institutions in December 2018 with an anticipated loan closing in January 2019. The bid proposal will request quotes over a five (5) and ten (10) year term.

Since the equipment will be necessary before financing can be finalized, a reimbursement resolution is needed in the amount of not to exceed \$960,000.

It is recommended Council adopt the following entitled Resolution declaring the City Council’s intent to reimburse the City of Goldsboro from the proceeds of the installment financing for the vehicles listed above in the amount not to exceed \$960,000. Consent Agenda Approval. Ham/Broadaway (4:2)

RESOLUTION NO. 2018-44 “RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLDSBORO, NORTH CAROLINA DECLARING ITS INTENTION TO REIMBURSE THE CITY OF GOLDSBORO, NORTH CAROLINA FROM THE PROCEEDS OF THE INSTALLMENT FINANCING FOR VEHICLES AND EQUIPMENT”

**Authorization of an Installment Financing for the Hardware to enhance the City’s Network. Resolution Adopted.** The City has implemented a Technology Replacement Plan to regularly upgrade computers and equipment along with replacement of servers/storage in a timely manner to meet the City’s growing technology needs.

In 2012, 2013, and 2016, the City of Goldsboro issued three (3) other IT equipment leases. The final payments on the 2012 and 2013 leases were paid in July 2016 and December 2017 respectfully. Council agreed to divide the IT lease for 2018 into two leases at its February 5 meeting, authorizing \$478,000 in February and agreeing for the other lease in the following fiscal year.

The City needs to update the following equipment:

1. Network Equipment for all City Facilities	\$355,000
2. UPS Units for all Wiring Closets	7,000
3. Upgrade Security Systems for City Facilities	16,000
4. Fiber Trailer	25,000
5. Message Archiver	7,000
6. Police Department MDTs	<u>40,000</u>
Total	\$450,000

The estimated cost for equipment and upgrades is appropriately \$450,000. SunTrust Bank shall retain the interest rate of 3.21% for a fifty-nine (59) month term with a closing fee of \$250. The first payment will be due August 2019.

North Carolina General Statute 160A-20 allows cities to enter into installment contracts for the financing of personal property acquisitions.

It is recommended Council adopt the following entitled Resolution contracting with SunTrust Equipment Finance and Leasing Corporation for the installment financing of \$450,000. Consent Agenda Approval. Ham/Broadaway (4:2)

RESOLUTION NO. 2018-45 “RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER LEASE AGREEMENT, EQUIPMENT SCHEDULE NO. 06, AN ESCROW AGREEMENT, AND RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH”

**Authorization to File Application for Approval with the North Carolina Local Government Commission for the Financing of the Construction of Central Police/Fire Department and Replacement of Dorm Building at Fire Station #4.**

**Resolution Adopted.** The City Council desires to pursue the financing of the construction of a replacement dorm building at Fire Station #4 and renovations and expansion of the City’s Police and Fire Department. The cost of the financing for these projects with cost of issuance expenses will be approximately \$5,300,000.

The Council determined that the most advantageous manner of financing these projects is by installment financing contract pursuant to Section 160A-20 of the General Statutes of North Carolina. The City Manager, Finance Director and other appropriate officers of the City is hereby authorized and directed to proceed with the financing of the project and filing the application with the Local Government Commission for its approval of such financing in the amount not to exceed \$5,300,000.

It is recommended that the following entitled Resolution be adopted authorizing the Finance Director to file an application with the North Carolina Local Government Commission for the construction of the Central Police/Fire Department and Replacement of Dorm Building at Fire Station #4. Consent Agenda Approval. Ham/Broadaway (4:2)

RESOLUTION NO. 2018-46 “RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF AN INSTALLMENT FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTES §160A-20 AND MAKING CERTAIN FINDINGS REQUIRED BY NORTH CAROLINA GENERAL STATUTES §159-151”

**Resolution Authorizing the Execution and Delivery of an Installment Financing Contract to Finance the Construction of Central Police and Fire Department Expansion and Renovations to Fire Station #4. Resolution Adopted.**

The City of Goldsboro plans to construct a state-of-art 8,000 square foot expansion for police evidence and construct a 3,500 square foot dormitory building at Fire Station #4. The City has solicited bids for the installment financing for these projects with an amount not to exceed \$5,300,000.

Requests for Proposals (RFP’s) were mailed to over 50 institutions on June 8, 2018 with nine different financial institutions responding on June 28, 2018. A listing of the proposals are attached for Council’s information.

The RFP was distributed to potential lenders with a request not-to-exceed par amount of \$4,500,000. Based on construction bids received, it was determined that the financing needed to be delayed until September and the amount needed to be increased to \$5,300,000. While the majority of the institutions submitted proposals consistent with the RFP, Zions Bank offered the lowest rate for the \$5,300,000 and extend the closing date to September 2018. Zions Bank presented a rate of 3.41% over a 15-year term. Southern Bank declined to increase the loan amount to \$5.3 million.

Davenport, the City’s Financial Advisor, has reviewed the proposals and recommends Zions Bank for the \$5,300,000 financing. By selecting Zions Bank’s bid, the City locks in the lowest cost of financing while maintaining the ability to prepay the loan in the future if needed.

Financing of this project will be authorized through the utilization of an installment contract authorized under North Carolina General Statute 160A-20. The Local Government Commission will meet for approval on this financing at its September 11<sup>th</sup> meeting.

It is recommended that the City Council accepts the proposal from Zions Bank with the interest rate of 3.41% over a 15 year term for the construction of the Police/Fire Department facility and renovations to Fire Station #4 subject to the Local Government Commission’s approval on September 11, 2018.

It is recommended the following entitled Resolution be adopted authorizing the Mayor, City Manager, Finance Director and City Clerk to sign and execute all the necessary documents required for the installment financing contract with Zions Bank. Consent Agenda Approval. Ham/Broadaway (4:2)

RESOLUTION NO. 2018-47 “RESOLUTION TO APPROVE AN INSTALLMENT PURCHASE CONTRACT”

**McKim & Creed, Inc. Engineering Services Agreement for Phase IV Sewer Collection System Rehabilitation – Contract Addendum No. 1. Resolution Adopted.** The City of Goldsboro entered into an engineering agreement with McKim and Creed on July 17, 2017 for Phase IV of the phased sewer rehab program to complete rehabilitation design, bid, and award assistance.

The Phase IV Sanitary Sewer Rehabilitation project has been bid and contract award is contingent upon approval of an additional Clean Water State Revolving Fund loan.

The City of Goldsboro has requested additional services to complete limited construction phase services and post-construction services. The scope of work also includes additional permitting and bidding efforts not included in the original contract scope, as detailed below:

<b><u>Task/Fee Schedule:</u></b>	
Limited Construction Services	\$ 107,300
Limited Post-Construction Services	\$ 15,000
Additional Services	\$ <u>22,000</u>
<b>Task Total</b>	<b>\$ 144,300</b>

We have reviewed the financing of this project with the Finance Director and determined that sufficient funds are available in Sanitary Sewer Bond Proceeds.

It is recommended Council adopt the following entitled resolution authorizing the City Manager to execute Contract Addendum No. 1 with McKim and Creed, Inc. in the amount of \$144,300. Consent Agenda Approval. Ham/Broadaway (4:2)

RESOLUTION NO. 2018-48 “RESOLUTION AUTHORIZING EXECUTION OF CONTRACT ADDENDUM NO. 1 FOR PROFESSIONAL ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY OF GOLDSBORO AND MCKIM & CREED, INC. FOR PHASE IV SEWER COLLECTION SYSTEM REHABILITATION”

**Street Closing – Downtown Goldsboro Annual Dinner. Approved.** 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, a catered dinner and an awards ceremony.

The Downtown Goldsboro Development Corporation will host their 2018 Annual Dinner in front of Historic City Hall on Friday, September 21<sup>st</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 General Services are to be involved in the logistical aspects of the Event.

Staff recommended Council 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 21, 2018 from 7:00 am to 11:00 p.m. to be used for the Downtown Goldsboro Annual Dinner, subject to the above conditions. Consent Agenda Approval.  
Ham/Broadaway (4:2)

**NC Poultry Festival Street Closing. Approved.** The NC Poultry Festival is an all-inclusive, poultry festival that celebrates the deep, “feathered” roots of Goldsboro. It includes the 2<sup>nd</sup> Annual “Food Cluck Rodeo” kid’s zone, vendor booths, food, live music on two stages, the Kansas City Barbecue Society Cook-Off to be held Friday and Saturday, September 7-8<sup>th</sup>, 2018.

Since January, Goldsboro Parks and Recreation, DGDC, Arts in Wayne, Boys and Girls Club of Wayne County, Downtown Merchants Association and Wayne County Travel and Tourism have been planning to make this year’s festival the best one yet. The festival will offer an array of activities for all ages to enjoy. The event takes place on the 100 & 200 blocks of South Center Street. Each year attendance increases and we expect this year to be no different.

Due to the logistics of the festival and to keep attendees safe, Goldsboro Parks and Recreation is requesting that the 100 & 200 block of South Center Street be closed from:

-Friday, September 7th, 5:00pm-9:00pm

Center St at Intersections: Spruce & Chestnut  
-Saturday, September 8th, 6:00am-6:30pm  
Center Street at Intersections: Walnut, Chestnut & Spruce

All vendor booths, entertainment attractions and displays will be arranged to secure proper access to all fire hydrants, 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 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. The Police and Fire Departments and Public Works are to be involved in the logistical aspects of the Event.

Staff recommended Council grant the requested temporary closing of:

- The 200 block of South Center & Spruce, and South Center and Chestnut on Friday, September 7, 2018 from 5:00pm-9:00pm to be used for activities associated with the NC Poultry Festival subject to the above conditions.
- Center Street from Ash to Spruce Streets and intersections of Center and Mulberry Center and Walnut and Center and Chestnut on Saturday, September 8, 2018 from 6:00am to 6:30pm. to be used for activities associated with the NC Poultry Festival, subject to the above conditions. Consent Agenda Approval. Ham/Broadway (4:2)

#### **End of Consent Agenda.**

**City Manager's Report.** Mr. Scott Stevens stated National Night Out is Tuesday, August 7<sup>th</sup> at Herman Park from 6:00 – 8:00 pm. Goldsboro High School will be back in class tomorrow, watch for students and buses. Mr. Stevens shared information regarding the Former WA Foster Center Renaming Survey. A flyer is going out in water bills this month with information on how to submit one's recommendation.

Councilmember Williams shared some seniors he has spoken with recommend Dortch Coley.

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

**35<sup>th</sup> Annual National Night Out Proclamation.** Mayor Allen proclaimed Tuesday, August 7, 2018 as the 35<sup>th</sup> Annual National Night Out in the City of Goldsboro, North Carolina, and do hereby call upon all citizens of the City of Goldsboro to join in the National Association of Town Watch in supporting the 35<sup>th</sup> Annual National Night Out on August 7, 2018.

Mayor Allen encouraged everyone to come out.

Mayor Allen shared they would be welcoming students back to Goldsboro High School tomorrow morning at 8:00 am if anyone would like to join them. He also congratulated Bishop Slater on being elevated to Archbishop. Mayor Allen thanked Bishop Slater for all he does for our community.

Councilmember Williams shared he and Councilmember Foster attended the North Carolina Black Elected Officials Conference and they learned a lot. He

encouraged the kids to make the best out of this school year. We also attended the Purple Heart Dinner, it was very heartfelt.

Councilmember Broadway encouraged everyone to come out to National Night Out and stop by the Crime Stoppers booth.

Councilmember Aycock stated today was the last day for the GWTA Director, Fred Fontana. He made a tremendous difference in how the bus system ran and took care of the employees. He wished Mr. Fontana a happy retirement.

Councilmember Foster stated no comment.

Mayor Pro Tem Ham stated no comment.

**Closed Session Held.** Upon motion of Mayor Pro Tem Ham, seconded by Councilmember Broadway and unanimously carried, Council convened into Closed Session to discuss property acquisition and potential litigation matters.

Council came out of Closed Session.

There being no further business, the meeting adjourned.

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Chuck Allen  
Mayor

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Melissa Corser, MMC/NCCMC  
City Clerk



# City of Goldsboro

P.O. Drawer A  
North Carolina  
27533-9701

## RESOLUTION NO. 2018-49

### **RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY JAMES DORTCH AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 19 YEARS**

**WHEREAS**, James Dortch retires on September 1, 2018 as a Heavy Equipment Operator with the Parks and Recreation Department of the City of Goldsboro with more than 19 years of service; and

**WHEREAS**, James already had 19 years of experience prior to the City of Goldsboro taking over operations of the Municipal Golf Course; and

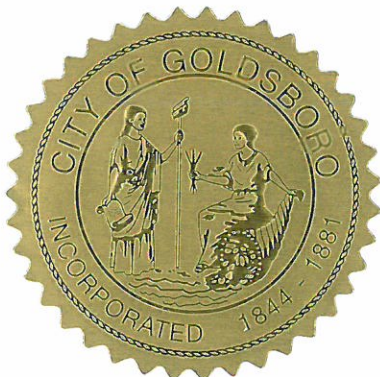
**WHEREAS**, James began his career with the City of Goldsboro on March 24, 1999 as a Heavy Equipment Operator with the Parks and Recreation Department where he has served until his retirement; and


**WHEREAS**, James 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 James Dortch 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 James' tenure with the City of Goldsboro.
2. We offer James our very best wishes for success, happiness, prosperity and good health in his future endeavors.
3. 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 20<sup>th</sup> day of August, 2018.



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

**RESOLUTION NO. 2018-49**

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3. 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 20<sup>th</sup> day of August, 2018.

Approved as to Form Only:

Reviewed by:

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City Attorney

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City Manager





## City of Goldsboro

P.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 to date; 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

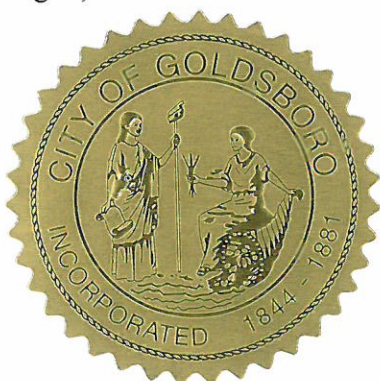
**WHEREAS**, the Coalition for Addiction and Life Management, also known as C.A.L.M, has committed to working within all layers of the community to promote understanding, enhance knowledge, and seek opportunity for change in the face of this community scourge.


**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 20<sup>th</sup> day of August, 2018.



  
Chuck Allen  
Mayor

CITY OF GOLDSBORO

AGENDA MEMORANDUM

AUGUST 20, 2018 COUNCIL MEETING

**SUBJECT:** PUBLIC HEARING  
CU-8-18 Coastal Transport, Inc. – Southwest corner of  
South George Street and Hemlock Street

**BACKGROUND:** The applicant requests a Conditional Use Permit to allow the  
operation of an outdoor/indoor flea market within the I-2  
General Industry District. Flea markets (both indoor and  
outdoor) are a permitted use with the issuance of a  
Conditional Use Permit within the I-2 zone.

Frontage: 250 ft. (South George Street)  
660 ft. (Hemlock Street)  
Area: 3.8 Acres  
Zoning: I-2 General Industry

The site was most recently occupied by offices for the  
applicant who now plans to rent the space.

**DISCUSSION:** There is a 5,700 sq. ft. building on the site which will be  
utilized as a retail store or flea market.

Hours of operation for the retail store would be from 10:00  
a. m. to 7:00 p. m., Monday through Saturday.

On Friday, Saturday and Sunday the applicant proposes to  
have a grassed area immediately north of the building  
available for rent to outside vendors.

A total of 30 parking spaces are required for the site. There is  
space available for up to 33 parking spaces if additional  
paved area is striped.

Two driveways exist along South George Street to provide  
access to the site. An additional driveway extends from  
Hemlock Street.

While there are existing shrubs and trees provided randomly  
on the site, the applicant has requested a modification of the

5 ft. wide screening requirement between adjacent businesses as well as interior landscaping.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

Date: 08/13/18

  
Interim Planning Director

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

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

ssj



NOTICE OF PUBLIC HEARING  
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL  
OF THE CITY OF GOLDSBORO  
TO CONSIDER ISSUANCE OF A CONDITIONAL USE PERMIT  
TO ALLOW THE OPERATION OF AN OUTDOOR FLEA MARKET  
WITHIN THE I-2 GENERAL INDUSTRY ZONING DISTRICT


Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro on Monday, August 20, 2018, at 7:00 p. m., in the Council Chambers, upstairs in City Hall, 214 North Center Street, Goldsboro, North Carolina, to consider the issuance of a Conditional Use Permit to allow the operation of an outdoor flea market within the I-2 General Industry District.

CU-8-18 Coastal Transportation Inc. – Southwest corner of South George Street and Hemlock Street

The property is located on the southwest corner of South George Street and Hemlock Street. The Wayne County Tax Identification No. is 2599-73-0944. The property has a frontage of 250 ft. on South George Street, a frontage of 660 ft. on Hemlock Street and a total area of approximately 3.8 acres.

All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the meeting.

  
Melissa C. Corser, City Clerk

  
Ronald T. Lawrence, City Attorney

PUBLISH: August 2, 2018  
August 9, 2018

CU - 8 - 18  
611 S GEORGE ST  
INDOOR/OUTDOOR FLEA MARKET IN I-2



**CONDITIONAL USE**

CASE NO: CU-8-18

USE REQUEST: Indoor/Outdoor Flea Market & Retail Sales in I-2

ADDRESS: 611 S. George St.

APPLICANT: Coastal Transport Inc.

HOURS OF OPERATION:

Monday-Thursday 8:00 am - 6:00 pm

Friday 8:00 am - 2:00 pm

NUMBER OF EMPLOYEES: 2

**Modifications:**



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CU - 8 - 18  
611 S GEORGE ST  
INDOOR/OUTDOOR FLEA MARKET IN I-2



**City of Goldsboro**

City Clerk	Date
City Engineer	Date
Planning Director	Date
Owner	Date

**CU-8-18**

**HOURS OF OPERATION:**

Indoor: Monday-Saturday 10:00 am - 7:00 pm  
Outdoor: Friday-Sunday 10:00 am - 7:00 pm

**NUMBER OF EMPLOYEES: 1-2**

**Modifications:**

- 30 parking spaces required



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CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 COUNCIL MEETING

**SUBJECT:** PUBLIC HEARING  
CU-9-18 Bradley Tew – South side of US 70 East between North Oak Forest Road and East Ash Street Extension (Place of Entertainment with No ABC Permits-Indoor Batting Cages)

**BACKGROUND:** Applicant requests a Conditional Use Permit to allow the operation of indoor batting cages for the purposes of training and skill development.

The property is zoned General Business. Indoor batting cages are classified as a place of entertainment. The use is permitted only after the issuance of a Conditional Use Permit approved by City Council.

Frontage: 555 ft. (Commercial Dr.)

Area: 74,048 sq. ft., or 1.73 acres

In 2012, the site was approved for use as a storage facility operated by Mission Foods. Mission Foods relocated to Wayne County's Industrial Park and since that time the facility has remained vacant.

**DISCUSSION:** There is an existing 15,000 sq. ft. building on the site. The applicant's submitted floor plan shows 8 batting cages, an office, retail space, storage areas and two restrooms.

Days/hours of Operation: Monday-Friday: 5-9pm  
Saturday-Sunday: Noon-9pm

Employees: 1

Access and Parking: The site will be served by two existing driveways from Corporate Drive. Based on two spaces per batting cage and one space per 100 ft. of spectator area, a total of 25 parking spaces are required. There are 47 existing

paved parking spaces including two which are handicap accessible.

Landscaping: Existing vegetation is sufficient to meet the intent of the City's landscape ordinance. A modification of a Type A, 5 ft. wide landscape buffer yard is necessary along the southern property line since there is no room to install the required plantings.

Seymour Johnson Air Force Base has been notified of the applicant's intent to operate a place of entertainment since the proposed site is located within the Noise Overlay Contour of 65-69 decibels. Noise attenuation measures may have to be incorporated into the building design if significant building improvements are proposed for interior components of the facility.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

Date: 08/13/18

  
Interim Planning Director

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

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

ssj



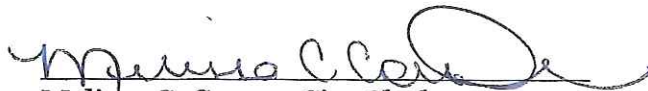
NOTICE OF PUBLIC HEARING  
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL  
OF THE CITY OF GOLDSBORO  
TO CONSIDER ISSUANCE OF A CONDITIONAL USE PERMIT  
TO ALLOW THE OPERATION OF A PLACE OF ENTERTAINMENT  
WITH NO ABC PERMITS (INDOOR BATTING CAGES)


Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro on Monday, August 20, 2018, at 7:00 p. m., in the Council Chambers, City Hall, 214 North Center Street, Goldsboro, North Carolina, to consider the issuance of a Conditional Use Permit to allow the operation of a place of entertainment with no ABC permits (Indoor Batting Cages).

CU-9-18 Bradley Tew – South side of US 70 East between Commercial Drive and East Ash Street Extension

The Wayne County Tax Identification No. is 3518-98-2281. The property has a frontage of 429 ft. on US 70 East and an average depth of 456 ft. The area of the subject property is approximately 1.7 acres.

All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the meeting.

  
Melissa C. Corser, City Clerk

  
Ronald T. Lawrence, City Attorney

PUBLISH:

CU - 9 - 18  
BRADLEY TEW  
POE IN GB - BATTING CAGES



**CONDITIONAL USE**

**CASE NO:** CU-9-18  
**USE REQUEST:** Indoor Batting Cages  
**ADDRESS:** 3701 Commercial Drive  
**APPLICANT:** Bradley Tew  
**HOURS OF OPERATION:**  
Monday-Friday 10:00 am - 9:00 pm  
Saturday-Sunday 8:00 am - 6:00 pm  
**NUMBER OF EMPLOYEES:** 2

**Modifications:**



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**CU - 9 - 18**  
**BRADLEY TEW**  
**POE IN GB - BATTING CAGES**



**City of Goldsboro**  
**Site Plan Approval**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Planning Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

**CONDITIONAL USE**

**CASE NO:** CU-9-18  
**USE REQUEST:** Indoor Batting Cages  
**ADDRESS:** 3701 Commercial Drive  
**APPLICANT:** Bradley Tew

**HOURS OF OPERATION:**

Monday-Friday 10:00 am - 9:00 pm  
Saturday-Sunday 8:00 am - 6:00 pm

**NUMBER OF EMPLOYEES:** 2

**Modifications:**



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CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 COUNCIL MEETING

**SUBJECT** PUBLIC HEARING  
Z-11-18 The Three J's – North Side of US 70 East between  
North Oak Forest Road and East Ash Street Extension (SC to  
GBCD)

**BACKGROUND:** Applicant requests a zoning change from Shopping Center to  
General Business Conditional District which would limit the  
use of the property to a car dealership including the  
accessory uses of used car sales, leasing, service and repair.  
Site, landscape and building elevation plans have been  
submitted and are to be approved separately.

Frontage: 275 ft. (McLain Street)

Tract One: 6.964 acres

Tract Two: 2.772 acres

Surrounding Zoning: North: Industrial Business Park;

South: Shopping Center & GB

East: Industrial Business Park

West: General Industry/R-16 and  
General Business

The site is located outside the city limits. Applicant has  
submitted a petition for contiguous annexation of the subject  
property.

Existing Use: The property is currently vacant farmland.

Proposed Use: A car dealership is proposed as detailed in  
the submitted development plans.

Land Use Plan Recommendation: The City's Comprehensive  
Land Use Plan recommends commercial development for the  
property.

**DISCUSSION:** The applicant has submitted development plans for a new

KIA automobile dealership on Tract One. The site plan indicates the construction of a 20,193 sq. ft. facility consisting of office spaces, vehicle display areas and service areas. A total of 447 parking spaces have been provided to include 5 customer spaces and 2 handicap accessible parking spaces.

Hours of operation: Monday thru Saturday  
8:00am to 8:00pm.

Employees: Approximately 25

Engineering Comments: The property can be served by City sewer and the developer will be required to extend water lines to the site. A small strip of land traversing the property along Richland Creek is located within a Special Flood Hazard Area. Stormwater calculations, grading and drainage plans will be required and subject to approval by City Engineering before construction permits are released.

Access: Access will be provided by a new curb cut along McLain Street and driveway permits are subject to NCDOT review. Interconnectivity has been shown along the northern property line approximately 200 ft. from McLain Street adjacent to vehicular display areas. A proposed access easement is shown along the rear of Tract One which will allow for one future driveway at the rear.

Building Elevations: Building elevation plans have not been submitted, however, staff is working with applicant to ensure building design standards are compliant with the City's Unified Development Code.

Sidewalks: Interior sidewalks have been provided for pedestrian access into the building. Exterior sidewalks are required for the site along McClain Street. Applicant will be required to install sidewalks or pay the fee in lieu of exterior sidewalk installation in the amount of \$4,125.

Lighting: 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.

Dumpsters and HVAC units: Commercial garbage dumpsters and exterior HVAC units have not been identified on the site plan. Staff will work with applicant to ensure that each are properly screened from public view.

Landscaping: The submitted site plan indicates an 8 ft. street yard for the planting of 10 Maple trees along the 60 ft. access easement located along the eastern property line.

The applicant is requesting the following landscaping modifications:

- 1) Modification of interior landscaping.
- 2) Modification of the requirement that rows of parking spaces exceeding 15 shall be visually divided by a parking lot landscape island.
- 3) Modification that all parking spaces shall be located within 60 ft. of a parking lot tree.
- 4) Modification of required landscape screening surrounding proposed retention ponds.
- 5) Modification of street trees along McLain Street and the 60 ft. wide easement along the southern property line.

The zoning change to General Business would be consistent with the City's Comprehensive Land Use Plan, which recommends commercial development for the property.

**RECOMMENDATION:** No action necessary. The Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

Date: 08/13/18

  
Interim Planning Director

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

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

ssj



NOTICE OF CHANGE OF ZONE HEARING  
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL  
TO CONSIDER AMENDMENTS TO THE GOLDSBORO ZONING CODE

Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro, in the Council Chambers, upstairs in City Hall, 214 North Center Street, Goldsboro, North Carolina, at 7:00 p. m. on Monday, August 20, 2018.

✓ Z-11-18 The Three J's – North side of US 70 East between North Oak Forest Road and East Ash Street Extension

The Wayne County Tax Identification No. is 3519-90-5459 (Portion). Tract One of the property has a frontage of 275 ft., an average depth of 817 and a total area of approximately 6.6 acres. Tract Two has an average width of 337.5 ft., an average depth of 361.5 ft. and a total area of approximately 2.8 acres. The present zoning classification is Shopping Center. The proposed zoning classification is General Business Conditional District to allow the operation of a car dealership.

Z-12-18 Goldsboro Housing Authority – South side of Edgerton Street between Claiborne Street and Taylor Street

The Wayne County Tax Identification No. is 3509-86-8354 (Portion). The property has an approximate frontage of 130 ft., an approximate depth of 195 ft. and a total area of approximately 0.58 acres. The present zoning classification is R-9 Residential. The proposed zoning classification is Office and Institutional-1 Conditional District to allow the operation of a day care center.

Z-13-18 Arnold Flowers – North side of Arrington Bridge Road between Casey Mill Road and Bill Lane Boulevard

The Wayne County Tax Identification No. is 3507-72-5411. The property has a frontage of approximately 420 ft., an average depth of approximately 600 ft. and a total area of approximately 17.3 acres. The present zoning classifications are R-9 Residential and RM-NC Nonconforming Mobile Home. The proposed zoning classification is I-2 General Industry Conditional District to allow a log fumigation operation.

Z-14-18 Shirley Edwards – South side of A Street between Seaboard Street and North Center Street

The Wayne County Tax Identification No. is 3600-01-5261. The property has a frontage of 32.34 ft., a depth of 114 ft. and a total area of 0.08 acres. The current zoning classification is R-6 Residential. The proposed zoning classification is RM-9 Residential Mobile Home Conditional District with modifications of the lot area requirement and the requirement that the unit be placed parallel to the front property line.

The City Council of the City of Goldsboro may change the existing zoning classification of the entire area covered by the application or any part or parts of such area, to the classification requested, or to a higher classification or classifications without the necessity of withdrawal or modification of the application. Parties in interest and citizens shall have the opportunity to be heard and may obtain further information on the proposed change from the City of Goldsboro Department of Planning, City Hall Annex, 200 North Center Street, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the hearing.

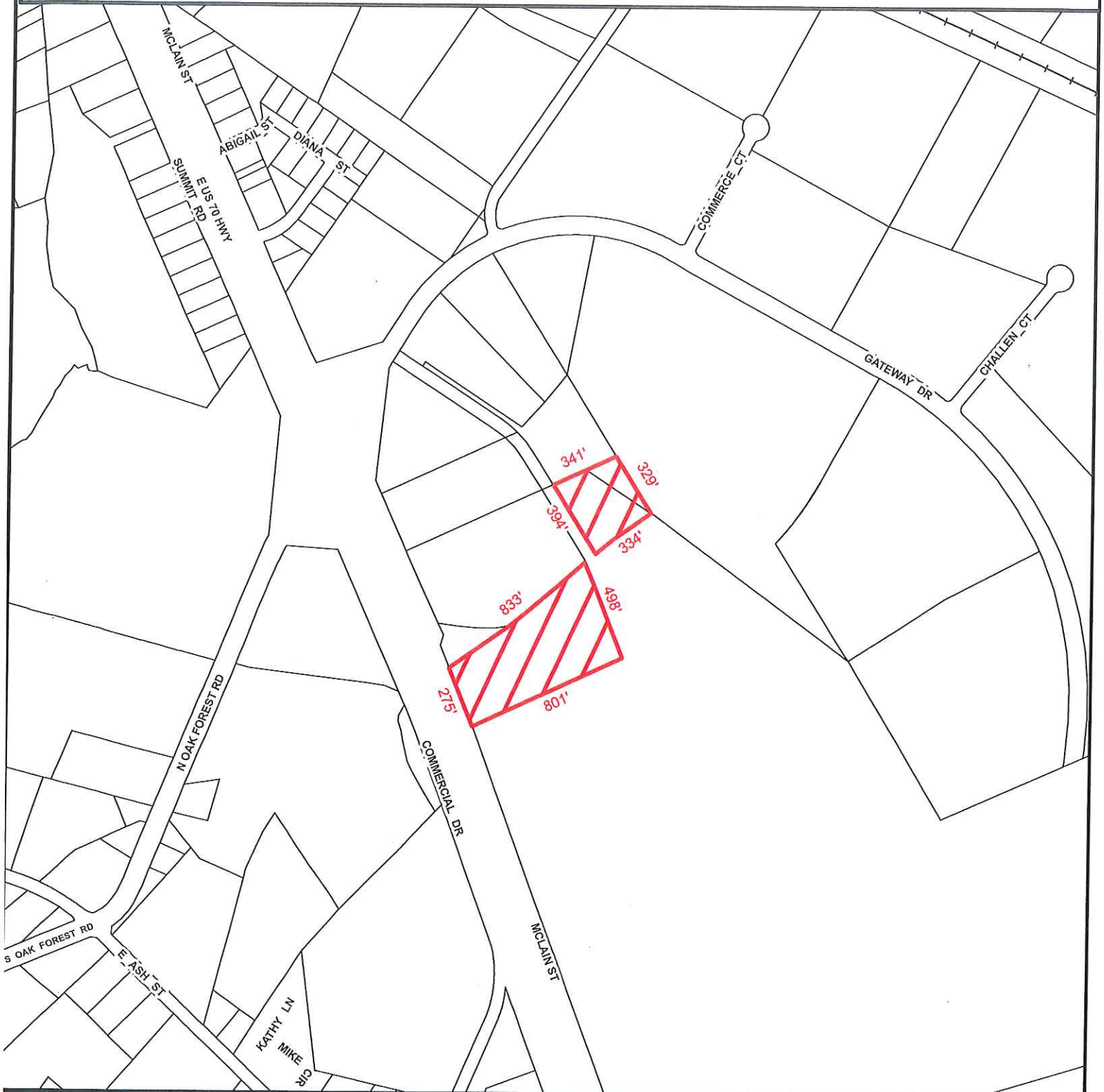
  
Melissa Corser, City Clerk

PUBLISH: August 2, 2018  
August 9, 2018

  
Ronald T. Lawrence, City Attorney



Z-11-18  
DEACON JONES KIA  
SC TO GB-CD



**REZONING REQUEST**

Owner: Harry & Mollie LLC  
Applicant: Three J's - Ken Jones  
Parcels : 3519-90-4104 & 3519-90-7847  
Address: NC Hwy 111 South

650 325 0 650 Feet

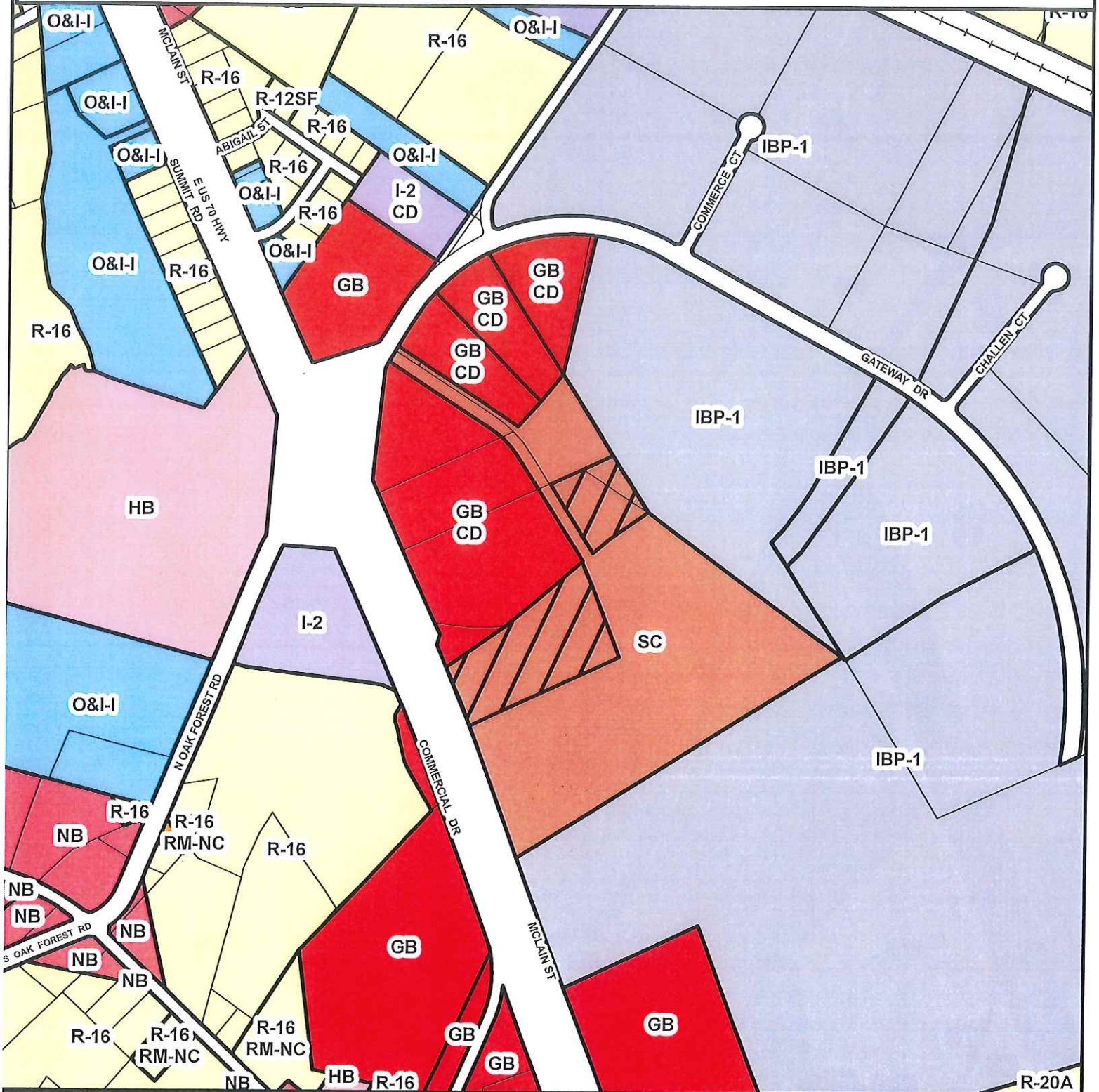


**GOLDSBORO**  
BE MORE DO MORE SEYMOUR

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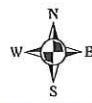
**Z-11-18  
DEACON JONES KIA  
SC TO GB-CD**



**REZONING REQUEST - EXISTING ZONING**

Owner: Harry & Mollie LLC  
 Applicant: Three J's - Ken Jones  
 Parcels : 3519-90-4104 & 3519-90-7847  
 Address: NC Hwy 111 South

650 325 0 650 Feet

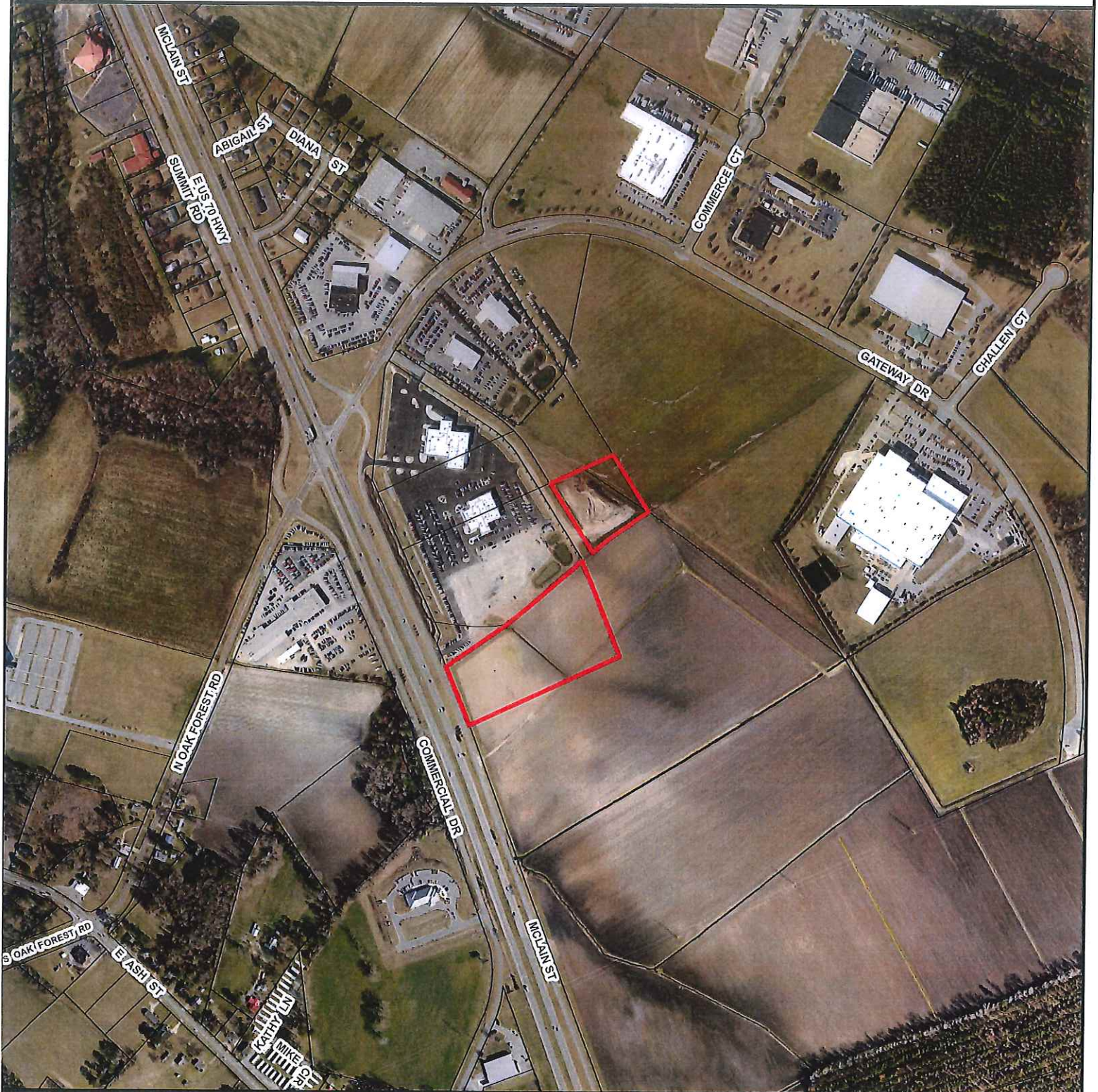


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Z-11-18  
DEACON JONES KIA  
SC TO GB-CD



**REZONING REQUEST**

Owner: Harry & Mollie LLC  
Applicant: Three J's - Ken Jones  
Parcels : 3519-90-4104 & 3519-90-7847  
Address: NC Hwy 111 South

650 325 0 650 Feet

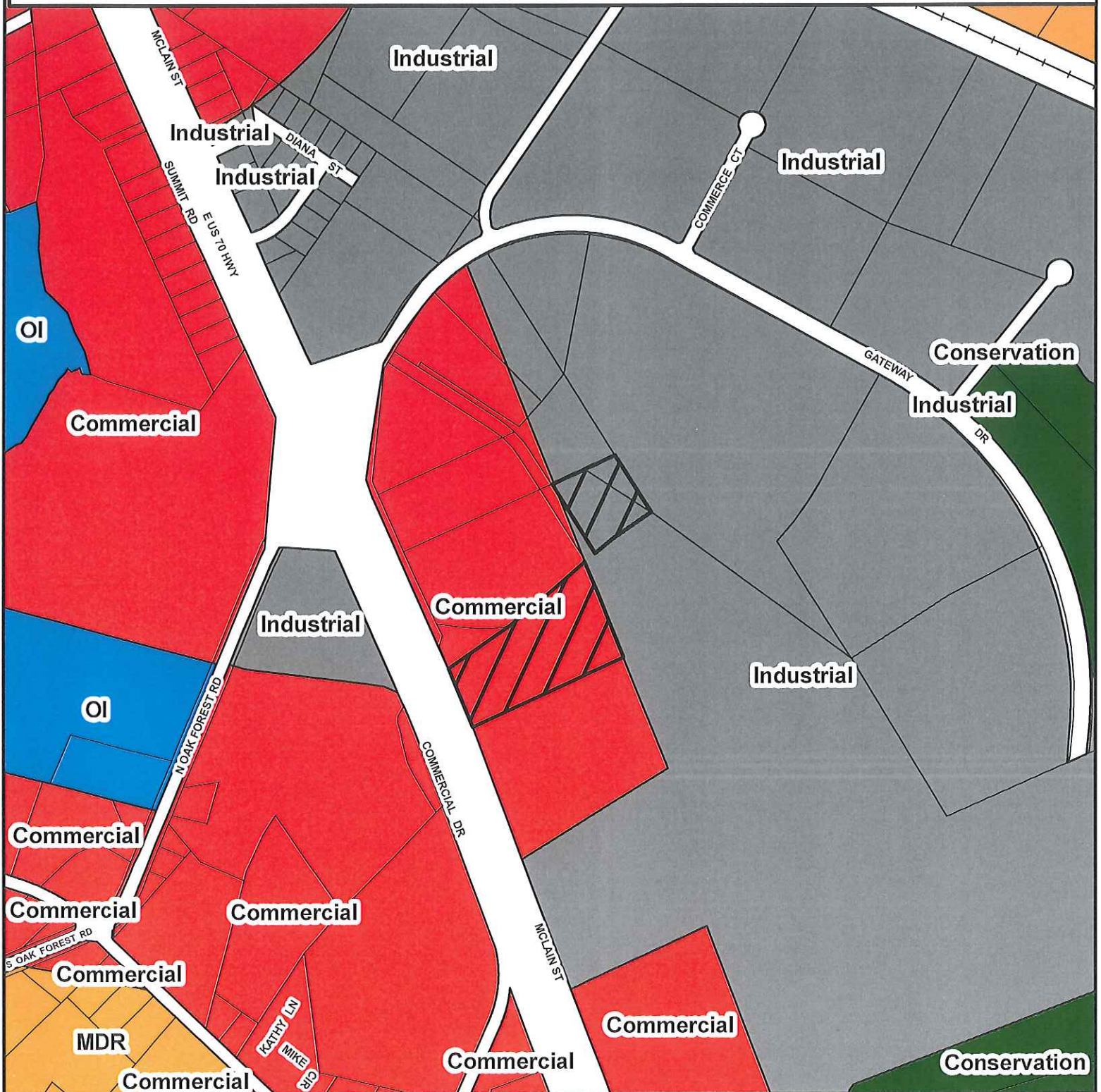


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Z-11-18  
DEACON JONES KIA  
SC TO GB-CD



**REZONING REQUEST - PROPOSED ZONING**

Owner: Harry & Mollie LLC  
Applicant: Three J's - Ken Jones  
Parcels : 3519-90-4104 & 3519-90-7847  
Address: NC Hwy 111 South

650 325 0 650 Feet



**GOLDSBORO**  
BE MORE DO MORE SEYMOUR

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CITY OF GOLDSBORO

AGENDA MEMORANDUM

AUGUST 20, 2018 COUNCIL MEETING

**SUBJECT:** PUBLIC HEARING  
Z-12-18 Goldsboro Housing Authority – South side of  
Edgerton Street between Claiborne Street and Taylor  
Street (R-9 Residential to O&I-1 CD for Day Care Center)

**BACKGROUND:** The applicant requests the zoning change in order to allow  
the development and operation of a day care center to serve  
residents of Fairview Homes.

Frontage: 130 ft. (approx.)  
Depth: 190 ft. (approx.)  
Area: 0.58 acres (approx.)

Surrounding Zoning Districts: North: R-9 Residential  
South: R-9 Residential  
East: R-9 Residential  
West: R-9 Residential

Existing Use: The building on the site is currently used as  
community and office space for the Goldsboro Housing  
Authority.

Proposed Use: The Housing Authority wishes to convert a  
portion of the existing space into a day care center associated  
with Head Start and Early Head Start with the target user  
being residents of Fairview Homes. The Conditional District  
designation would limit the use of the property to a day care  
center and site plan approval would be required separately.

Comprehensive Land Use Plan: The City's adopted Land Use  
Plan designates this property for High Density Residential  
development.

**DISCUSSION:** Engineering Comments: The property is served by City  
water and sanitary sewer lines and is not located within a  
Special Flood Hazard Area.



There is a 5,200 sq. ft. building on the property. Two existing multi-purpose rooms will be converted to the day care center. An area to the rear will be enclosed with a 6 ft. tall black vinyl fence. This space will be divided to provide for each program with the required play area per child. The center will have to comply with all State and Federal laws that pertain to health, safety and welfare of the children served.

Children to be Served: 26  
Employees: 4

Hours of operation: Monday – Friday  
9am – 3pm

Currently there are no paved areas on site for parking. The applicant contends that services at the daycare are primarily for residents of Fairview Homes. The applicant is requesting modifications of loading/unloading areas and parking requirements and request shared parking with the City of Goldsboro for the four required employee spaces at Fairview Park directly across from the proposed daycare.

The Housing Authority has been upgrading the existing landscaping at the front of the site and there are existing shrubs along a majority of the eastern property line. There is no space to provide plant material on the western side as the building extends to the property line. A modification of the landscape requirements per the Unified Development Ordinance is being requested due to existing site conditions.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

Date: 08/13/18

  
Interim Planning Director

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

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

ssj

NOTICE OF CHANGE OF ZONE HEARING  
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL  
TO CONSIDER AMENDMENTS TO THE GOLDSBORO ZONING CODE

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Z-11-18 The Three J's – North side of US 70 East between North Oak Forest Road and East Ash Street Extension

The Wayne County Tax Identification No. is 3519-90-5459 (Portion). Tract One of the property has a frontage of 275 ft., an average depth of 817 and a total area of approximately 6.6 acres. Tract Two has an average width of 337.5 ft., an average depth of 361.5 ft. and a total area of approximately 2.8 acres. The present zoning classification is Shopping Center. The proposed zoning classification is General Business Conditional District to allow the operation of a car dealership.

Z-12-18 Goldsboro Housing Authority – South side of Edgerton Street between Claiborne Street and Taylor Street

The Wayne County Tax Identification No. is 3509-86-8354 (Portion). The property has an approximate frontage of 130 ft., an approximate depth of 195 ft. and a total area of approximately 0.58 acres. The present zoning classification is R-9 Residential. The proposed zoning classification is Office and Institutional-1 Conditional District to allow the operation of a day care center.

Z-13-18 Arnold Flowers – North side of Arrington Bridge Road between Casey Mill Road and Bill Lane Boulevard

The Wayne County Tax Identification No. is 3507-72-5411. The property has a frontage of approximately 420 ft., an average depth of approximately 600 ft. and a total area of approximately 17.3 acres. The present zoning classifications are R-9 Residential and RM-NC Nonconforming Mobile Home. The proposed zoning classification is I-2 General Industry Conditional District to allow a log fumigation operation.

Z-14-18 Shirley Edwards – South side of A Street between Seaboard Street and North Center Street

The Wayne County Tax Identification No. is 3600-01-5261. The property has a frontage of 32.34 ft., a depth of 114 ft. and a total area of 0.08 acres. The current zoning classification is R-6 Residential. The proposed zoning classification is RM-9 Residential Mobile Home Conditional District with modifications of the lot area requirement and the requirement that the unit be placed parallel to the front property line.



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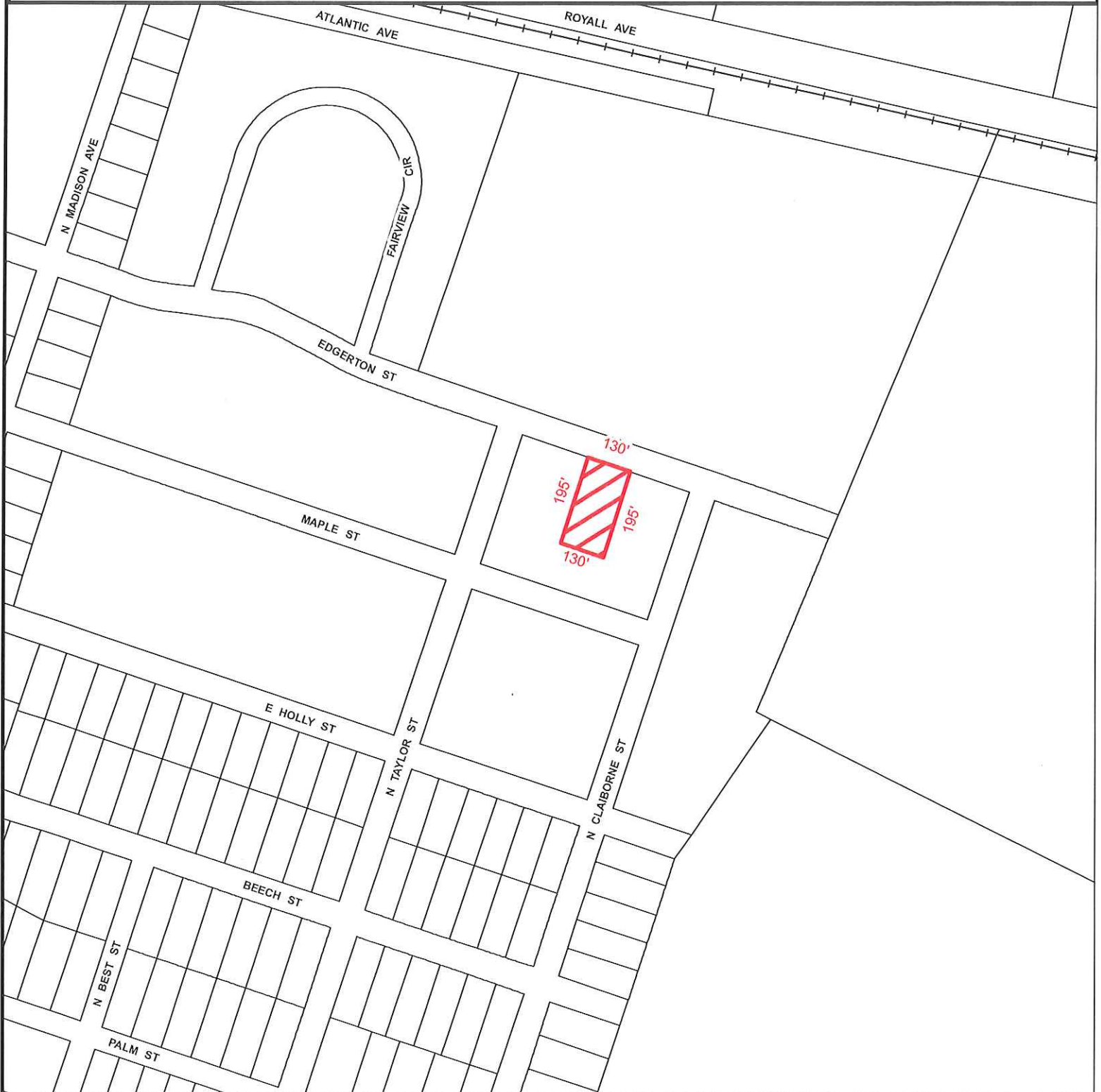
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Melissa Corser, City Clerk

PUBLISH: August 2, 2018  
August 9, 2018

  
Ronald T. Lawrence, City Attorney

Z-12-18  
GOLDSBORO HOUSING AUTHORITY  
R-9 TO O&I - 1 CD



**REZONING REQUEST**

Owner: Goldsboro Housing Authority  
Project: Fairview Daycare  
Parcel #: 3509-86-8354  
Address: Edgerton St./N. Claiborne St.

300 150 0 300 Feet



**GOLDSBORO**  
BE MORE DO MORE SEYMOUR

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Z-12-18  
GOLDSBORO HOUSING AUTHORITY  
R-9 TO O&I - 1 CD



**REZONING REQUEST - EXISTING ZONING**

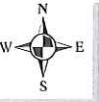
Owner: Goldsboro Housing Authority  
Project: Fairview Daycare  
Parcel #: 3509-86-8354  
Address: Edgerton St./N. Claiborne St.



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Z-12-18  
GOLDSBORO HOUSING AUTHORITY  
R-9 TO O&I - 1 CD



*City of Goldsboro*  
*Site Plan Approval*

City Clerk

Date

City Engineer

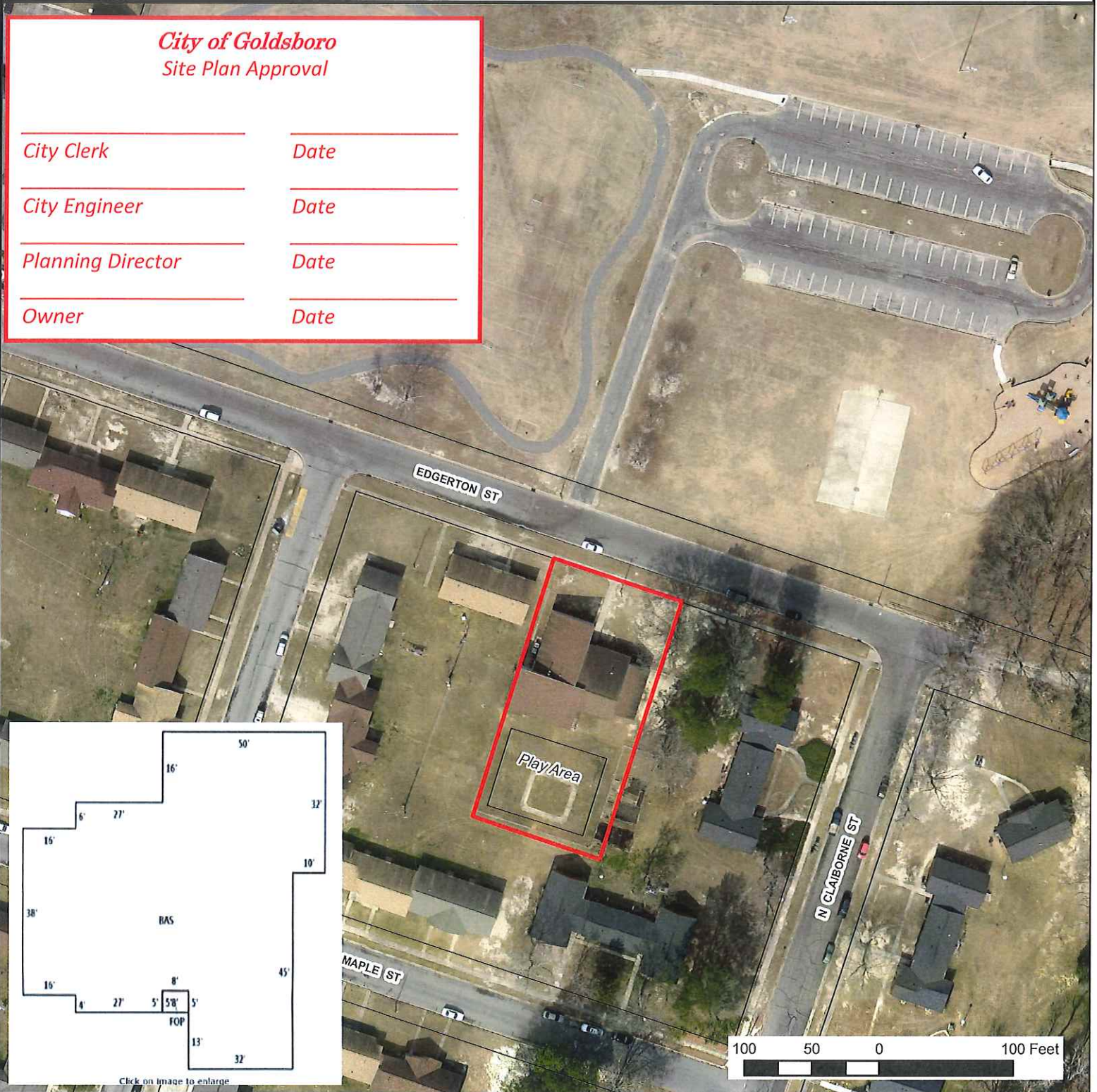
Date

Planning Director

Date

Owner

Date



**REZONING REQUEST**

**MODIFICATIONS**

Owner: Goldsboro Housing Authority  
Project: Fairview Daycare  
Parcel #: 3509-86-8354 (part)  
Address: Edgerton Street  
Hours of Operation: Monday - Friday  
9:00 am - 3:00 pm  
Employees: 4  
Children: 26



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CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 COUNCIL MEETING

SUBJECT PUBLIC HEARING  
Z-13-18 Arnold Flowers – North side of Arrington Bridge  
Road between Casey Mill Road and Bill Lane Boulevard  
(R-9 and RM-NC to I-2 CD Industrial)

BACKGROUND: Frontage: 420 ft.  
Depth: 600 ft. (approx.)  
Area: 17.3 acres

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

Existing Use: The property is currently wooded and vacant.

Proposed Use: The applicant has requested a zoning change to I-2 Conditional District in order to limit the use of the property to a log fumigation operation. The applicant has requested a waiver of the site plan requirement at time of rezoning. If the rezoning is approved, full development plans would have to be approved prior to issuance of any building permits.

Land Use Plan: The City's Adopted Land Use Plan recommends a combination of Rural Residential and Agricultural uses for the property.

DISCUSSION: Engineering Comments: City water and sewer is not available to the property. The property is located within the Floodway.

In conjunction with his logging operation, the applicant wishes to utilize the property as an area where truckloads of logs can be fumigated prior to shipping. No permanent

building will be erected on the site and the use will operate on an occasional basis as necessary.

Officials at Seymour Johnson Air Force Base were contacted for their comments regarding this proposal. They have indicated the following information:

The majority of the subject property falls within the 70-74 day-night average sound level (DNL) noise zone and a small portion falls within the 65-69 DNL noise zone. According to the AICUZ report, the land use associated with the proposed operation is compatible in both noise zones with no buildings proposed. If any sort of structure is proposed in the future within the 70-74 noise zone, measures would have to be taken to achieve a noise reduction of 25 decibels in the design and structure of the portions of the building where the public is received or other noise sensitive areas.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

Date: 08/13/18

  
Interim Planning Director

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

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

ssj

Z-13-18  
ARNOLD FLOWERS-LOG FUMIGATION  
R-9/RM-NC TO I-2 CD



**REZONING REQUEST**

Owner: Arnold Flowers  
Project: Log Fumigation Operation  
Parcel #: 3507-72-5411  
Address: Arrington Bridge Rd

400 200 0 400 Feet

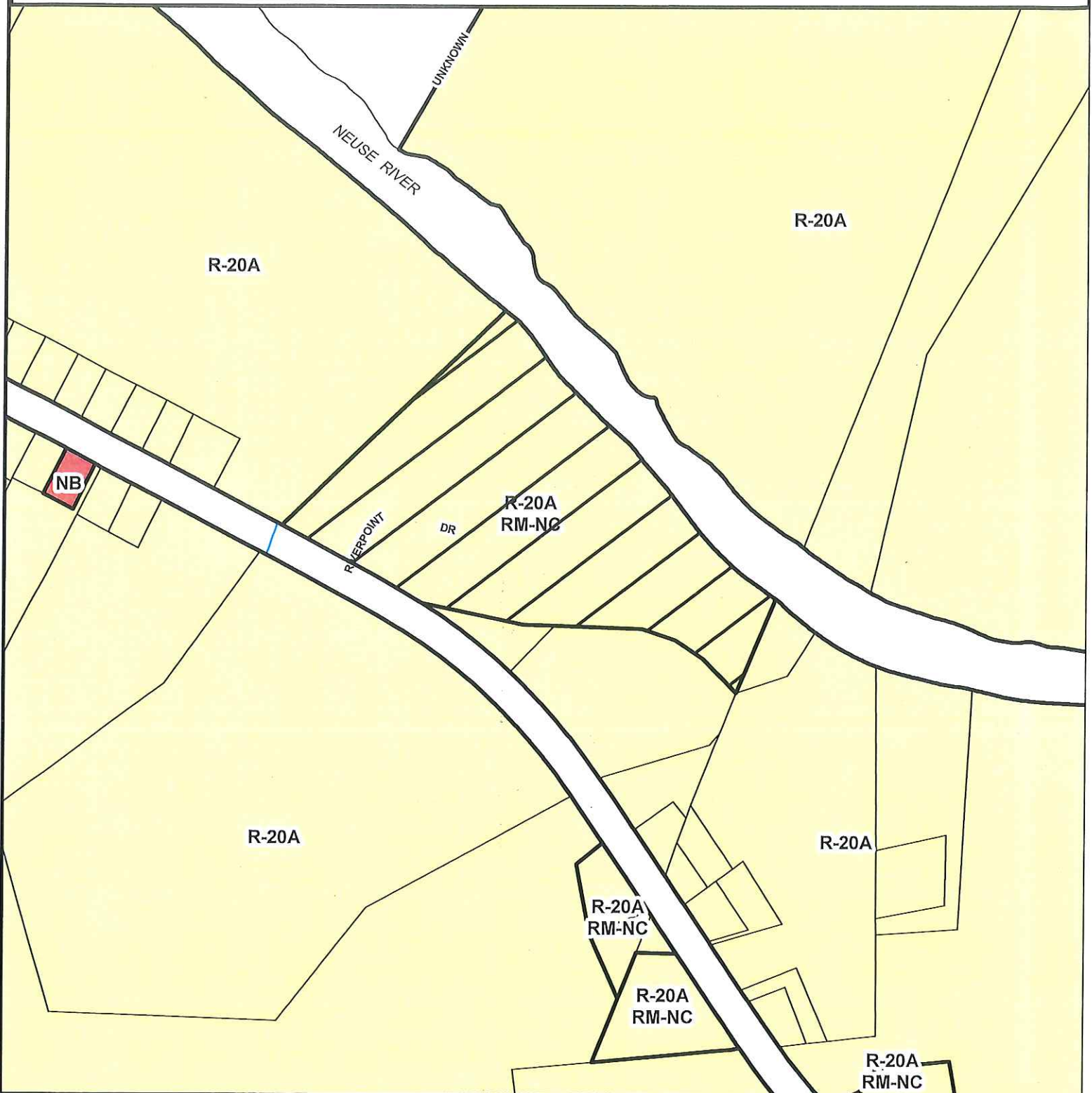


**GOLDSBORO**  
BE MORE DO MORE SEYMOUR

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Z-13-18  
ARNOLD FLOWERS-LOG FUMIGATION  
R-9/RM-NC TO I-2 CD



**REZONING REQUEST-EXISTING ZONING**

Owner: Arnold Flowers  
Project: Log Fumigation Operation  
Parcel #: 3507-72-5411  
Address: Arrington Bridge Rd



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This map illustrates the Arnold Flowers-Log Fumigation area, showing the distribution of Conservation and RR\_Ag zones. The map is titled "Z-13-18 ARNOLD FLOWERS-LOG FUMIGATION R-9/RM-NC TO I-2 CD". The map shows a network of roads including BURGE RD, BURGE ST, NEUSE RIVER, TOM HERRING RD, OLD SR-1909 RD, CASEY MILL RD, SOUTHWINDS DR, LES LN, WEBBER LN, and RIVERPOINT DR. The map also shows the locations of Military, RR\_Ag, and Conservation areas. The Conservation areas are shaded in dark green, while the RR\_Ag areas are shaded in light yellow. The map shows a complex pattern of Conservation and RR\_Ag zones, with Conservation areas generally following the river and RR\_Ag areas generally following the roads. The map also shows the locations of several bridges, including the ARRINGTON BRIDGE and the RIVERPOINT DR BRIDGE. The map is a detailed representation of the fumigation area, showing the distribution of Conservation and RR\_Ag zones and the network of roads and bridges.



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Z-13-18  
ARNOLD FLOWERS-LOG FUMIGATION  
R-9/RM-NC TO I-2 CD



**REZONING REQUEST**

Owner: Arnold Flowers  
Project: Log Fumigation Operation  
Parcel #: 3507-72-5411  
Address: Arrington Bridge Rd

400 200 0 400 Feet



**GOLDSBORO**  
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CITY OF GOLDSBORO

AGENDA MEMORANDUM

AUGUST 20, 2018 COUNCIL MEETING

SUBJECT: PUBLIC HEARING  
Z-14-18 Shirley Edwards – South side of A Street between  
Seaboard Street and North Center Street (R-9 to RM-9CD)

BACKGROUND: The applicant requests rezoning from R-9 Residential to RM-9 Conditional District to limit the use of the property to the placement of one manufactured (mobile) home on the property. A site plan detailing the layout on the lot will have to be approved separately.

Frontage: 32.34 ft.  
Depth: 114 ft.  
Area: 3,687 sq. ft. or 0.08 Acres

Surrounding Zoning:	North:	I-2 Industrial (Across US 117)
	South:	R-6 Residential
	East:	R-6 Residential
	West:	R-6 Residential

Existing Use: The property contains a single-family residential unit which was recently burned.

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

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

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

Although there are currently no manufactured homes in the area, the applicant contends that there had been a double-wide mobile home immediately to the west which has been removed.

The applicant investigated options regarding replacing the burned house on the property. The cost to construct a new stick-built house on the site would exceed \$100,000. Replacement with a modular unit would cost over \$75,000 and the applicant does not believe that cost would be supported given existing homes and lot sizes in the area.

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

The City's UDO also requires that manufactured homes be placed parallel to the front property line. Due to the 32 ft. lot width, such placement would not be possible. The applicant has requested a modification of this requirement.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on September 4, 2018.

Date: 08/13/18

  
Interim Planning Director

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

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

ssj

NOTICE OF CHANGE OF ZONE HEARING  
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL  
TO CONSIDER AMENDMENTS TO THE GOLDSBORO ZONING CODE

Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro, in the Council Chambers, upstairs in City Hall, 214 North Center Street, Goldsboro, North Carolina, at 7:00 p. m. on Monday, August 20, 2018.

Z-11-18 The Three J's – North side of US 70 East between North Oak Forest Road and East Ash Street Extension

The Wayne County Tax Identification No. is 3519-90-5459 (Portion). Tract One of the property has a frontage of 275 ft., an average depth of 817 and a total area of approximately 6.6 acres. Tract Two has an average width of 337.5 ft., an average depth of 361.5 ft. and a total area of approximately 2.8 acres. The present zoning classification is Shopping Center. The proposed zoning classification is General Business Conditional District to allow the operation of a car dealership.

Z-12-18 Goldsboro Housing Authority – South side of Edgerton Street between Claiborne Street and Taylor Street

The Wayne County Tax Identification No. is 3509-86-8354 (Portion). The property has an approximate frontage of 130 ft., an approximate depth of 195 ft. and a total area of approximately 0.58 acres. The present zoning classification is R-9 Residential. The proposed zoning classification is Office and Institutional-1 Conditional District to allow the operation of a day care center.

Z-13-18 Arnold Flowers – North side of Arrington Bridge Road between Casey Mill Road and Bill Lane Boulevard

The Wayne County Tax Identification No. is 3507-72-5411. The property has a frontage of approximately 420 ft., an average depth of approximately 600 ft. and a total area of approximately 17.3 acres. The present zoning classifications are R-9 Residential and RM-NC Nonconforming Mobile Home. The proposed zoning classification is I-2 General Industry Conditional District to allow a log fumigation operation.


Z-14-18 Shirley Edwards – South side of A Street between Seaboard Street and North Center Street

The Wayne County Tax Identification No. is 3600-01-5261. The property has a frontage of 32.34 ft., a depth of 114 ft. and a total area of 0.08 acres. The current zoning classification is R-6 Residential. The proposed zoning classification is RM-9 Residential Mobile Home Conditional District with modifications of the lot area requirement and the requirement that the unit be placed parallel to the front property line.



The City Council of the City of Goldsboro may change the existing zoning classification of the entire area covered by the application or any part or parts of such area, to the classification requested, or to a higher classification or classifications without the necessity of withdrawal or modification of the application. Parties in interest and citizens shall have the opportunity to be heard and may obtain further information on the proposed change from the City of Goldsboro Department of Planning, City Hall Annex, 200 North Center Street, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

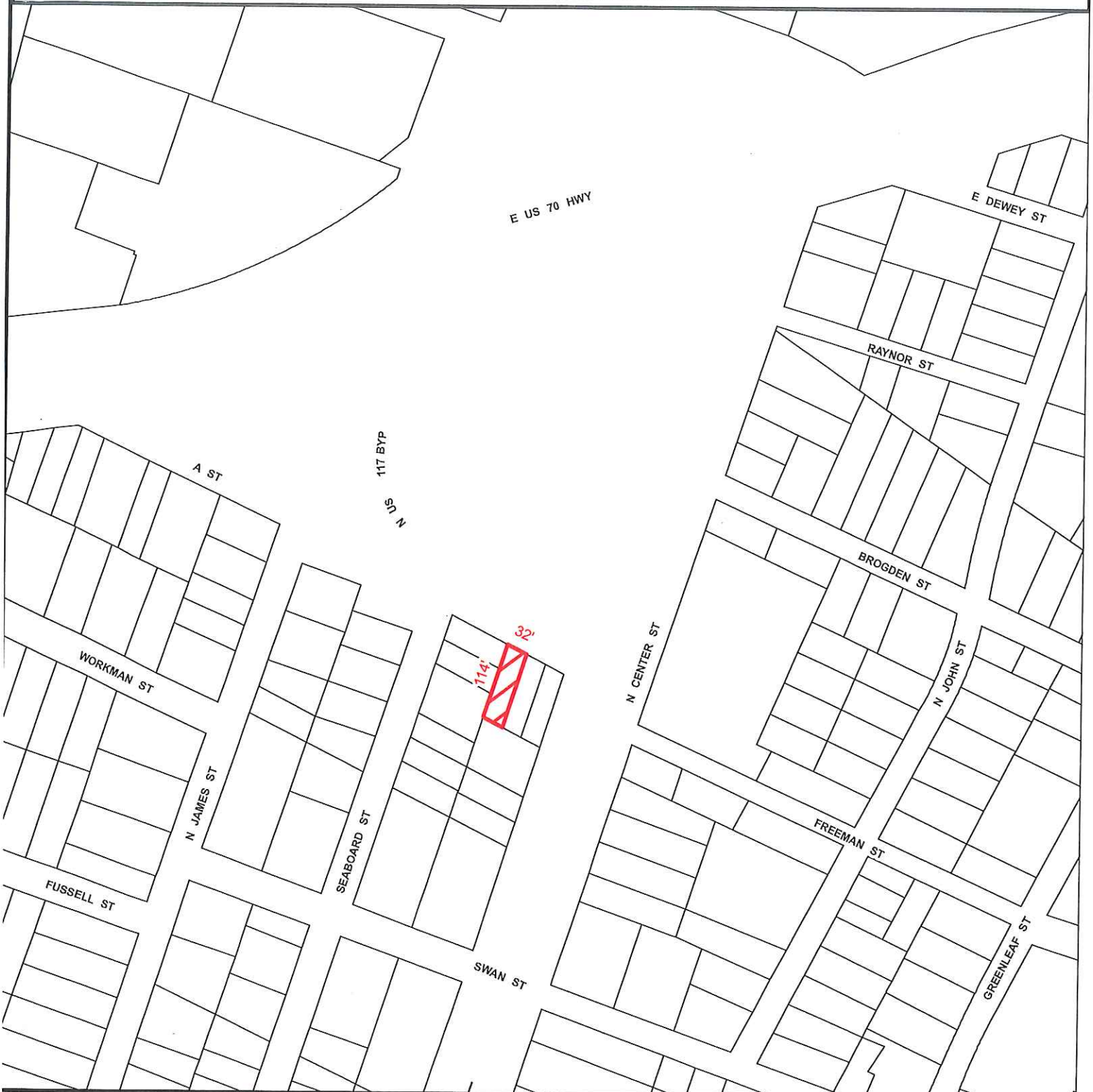
If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the hearing.

  
Melissa Corser, City Clerk

PUBLISH: August 2, 2018  
August 9, 2018

  
Ronald T. Lawrence, City Attorney

**Z-14-18**  
**SHIRLEY EDWARDS**  
**R-6 TO RM-9 RESIDENTIAL MOBILE HOME CD**



**REZONING REQUEST**

Owner: Shirley Edwards  
Request: R-6 To RM-9 CD  
Parcel #: 3600-01-5261  
Address: 102 A Street

200 100 0 200 Feet

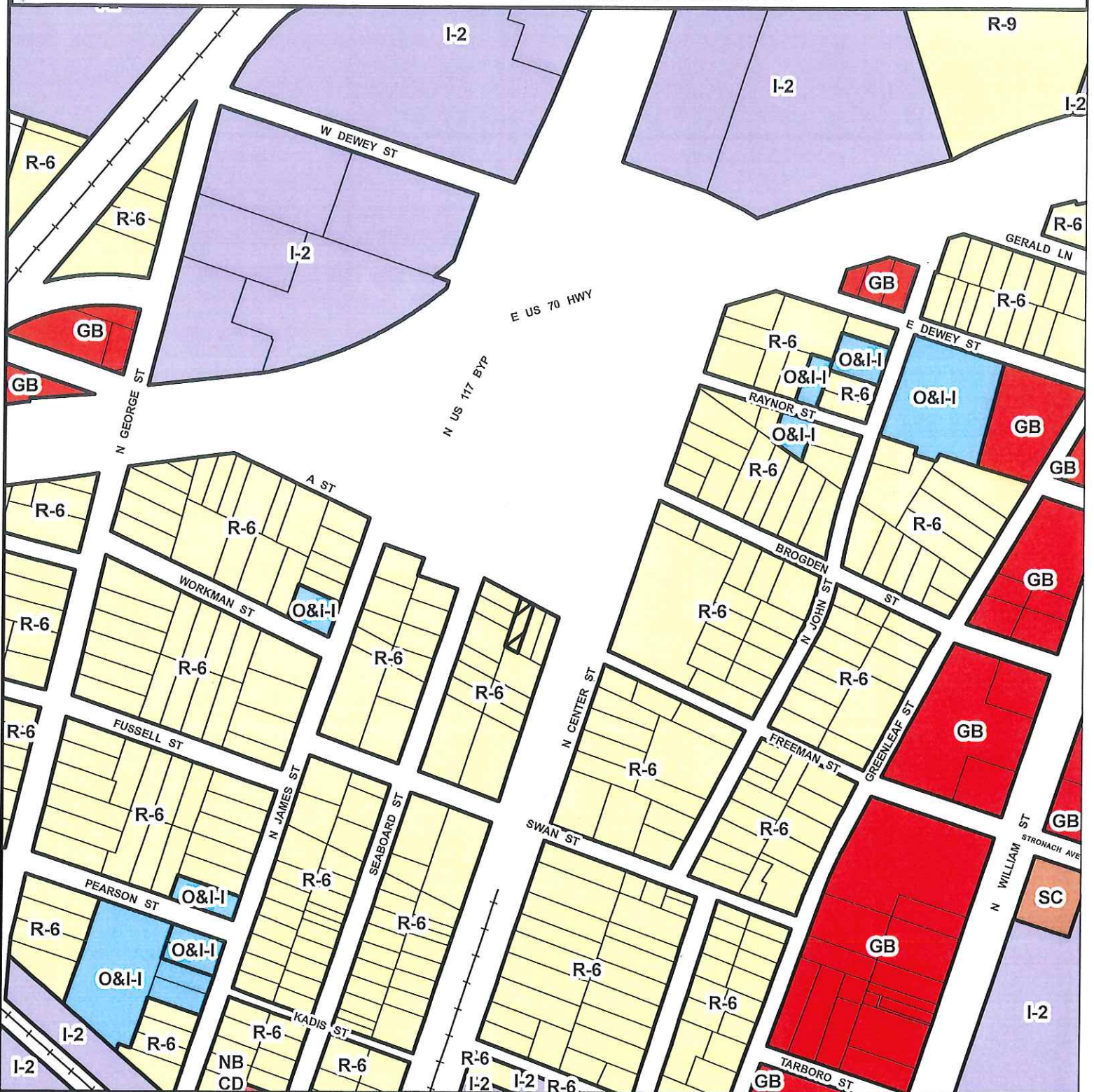


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Z-14-18  
SHIRLEY EDWARDS  
R-6 TO RM-9 RESIDENTIAL MOBILE HOME CD



**REZONING REQUEST - EXISTING ZONING**

Owner: Shirley Edwards  
Request: R-6 To RM-9 CD  
Parcel #: 3600-01-5261  
Address: 102 A Street

300 150 0 300 Feet

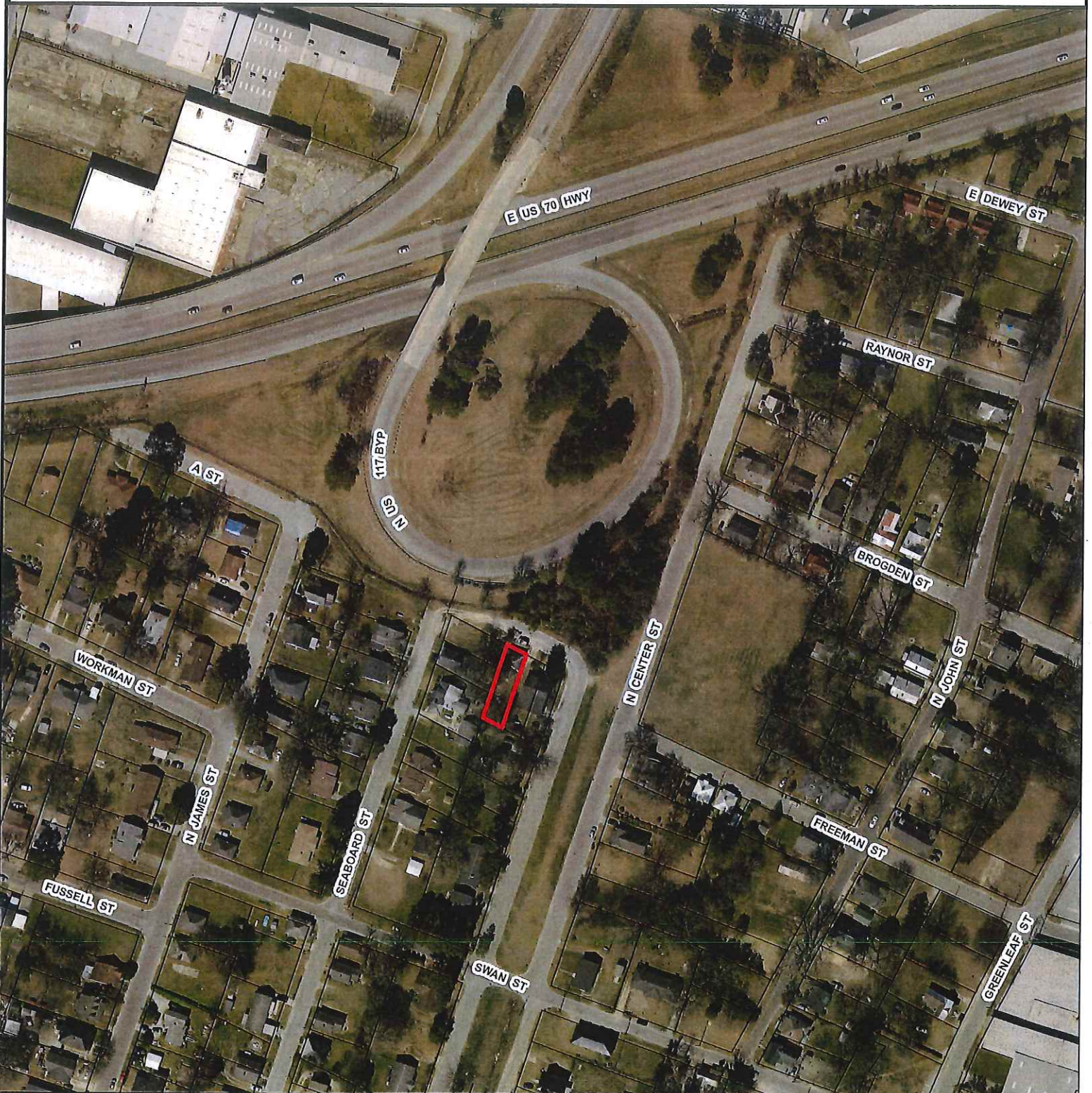


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Z-14-18  
SHIRLEY EDWARDS  
R-6 TO RM-9 RESIDENTIAL MOBILE HOME CD



**REZONING REQUEST**

Owner: Shirley Edwards  
Request: R-6 To RM-9 CD  
Parcel #: 3600-01-5261  
Address: 102 A Street

200 100 0 200 Feet



**GOLDSBORO**  
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CITY OF GOLDSBORO

AGENDA MEMORANDUM

AUGUST 20, 2018 COUNCIL MEETING

**SUBJECT:** **Setting Public Hearing**  
Contiguous Annexation Request – The Three J’s –  
North side of US 70 East between North Oak Forest  
Road and East Ash Street Extension (9.74 Acres)

**BACKGROUND:** The City Council, at their meeting on August 6, 2018,  
requested that the City Clerk examine the subject  
annexation petition for sufficiency. The City Clerk has  
completed the examination and has determined that  
the petition is sufficient. Sufficiency indicates that  
property is described accurately within 1:10,000 feet  
and that all property owners have signed the petition.

**DISCUSSION:** Pursuant to G. S. 160A-31, the Council shall fix a  
date for public hearing on the annexation if the  
petition is considered sufficient by the City Clerk.

The attached Notice of Public Hearing would schedule  
September 4, 2018 as the date for the public hearing.  
A report prepared by the Department of Planning and  
Community Development, in conjunction with other  
City departments, will be submitted to the Council on  
that date.

**RECOMMENDATION:** By motion, schedule a public hearing for the proposed  
annexation of The Three J’s Property for September  
17, 2018.

Date: 08/13/18

  
Interim Planning Director

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

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

ssj

NOTICE OF PUBLIC HEARING  
IN REGARDS TO THE ANNEXATION OF REAL CONTIGUOUS PROPERTY TO  
THE CITY OF GOLDSBORO, NORTH CAROLINA

Notice is hereby given that, in compliance with Section 160A-31 of the General Statutes of North Carolina, there will be a public hearing before the City Council of the City of Goldsboro, North Carolina, at its regular meeting in the Council Chambers, City Hall on **Monday, September 17, 2018 at 7:00 p. m.** relative to the annexation of the real contiguous property hereinafter described to the City of Goldsboro.

At this public hearing all persons owning property in the area proposed to be annexed who allege error in the Petition for Annexation filed in this matter, as well as residents of the City of Goldsboro who question the necessity for annexation, will be given an opportunity to be heard along with the proponents of such annexation. The description of the area proposed to be annexed is as follows:

The Three J's Property

Tract One: BEGINNING at a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), said beginning point being the most Southwestern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry, and said beginning point having N. C. Grid Coordinates: N = 590,148.8394, E = 2,319,289.7127 "NAD 83"; thence from the beginning leaving the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), with the line of the property of The Three J's Inc., and with the center of a ditch, the following bearings and distances: N. 61° 46' 46" E. 357.71 feet, N. 58° 46' 40" E. 129.96 feet, N. 57° 13' 36" E. 113.87 feet, N. 57° 46' 38" E. 110.57 feet, N. 56° 20' 54" E. 88.23 feet, N. 56° 54' 23" E. 32.00 feet to a point in the center of the ditch on the Western right of way of a 60-foot Easement for the purpose of ingress, egress and regress, the most Southeastern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry; thence leaving the center of the ditch, with the Western edge of a 60-foot Easement for the purpose of ingress, egress and regress, along a curve to the right having a radius of 1,025.26 feet, an arc distance of 88.79 feet (a chord), S. 17° 04' 34" E. 88.76 feet to an iron rod; thence with the Western edge of the 60-foot Easement, S. 14° 35' 43" E. 408.92 feet to an iron rod; thence leaving the Western edge of the 60-foot Easement for the purpose of ingress, egress and regress, S. 74° 55' 02" W. 801.00 feet to an iron rod on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street); thence with said road right of way, N. 15° 04' 58" W. 275.00 feet to a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), the most Southwestern corner of the property of The Three J's Inc. as shown by deed recorded in Deed Book 3138, Page 288 (Tract Three) in the Wayne County Registry, the point of beginning containing 303,334 Square Feet or 6.964 Acres more or less.



Tract Two: BEGINNING at an iron rod, said beginning point being the most Southwestern corner of the property of Lynlu Investments LLC as shown by deed recorded in Deed Book 3331, Page 461 in the Wayne County Registry, and said beginning point having N. C. Grid Coordinates: N = 591,032.7348, E = 2,319,784.5480 "NAD 83"; thence from the beginning with the Eastern edge of a 60-foot Easement for the purpose of ingress, egress and regress, S. 25° 25' 19" E. 296.98 feet to an iron rod; thence with the Eastern edge of the 60-foot Easement, along a curve to the right having a radius of 1,085.26 feet, an arc distance of 96.67 feet (a chord), S. 22° 52' 13" E. 96.63 feet to a point in the center of a ditch; thence leaving the Eastern edge of the 60-foot Easement for the purpose of ingress, egress and regress, with the center of a ditch, the following bearings and distances: N. 56° 54' 23" E. 8.73 feet, N. 58° 43' 56" E. 99.83 feet, N. 62° 42' 54" E. 109.70 feet, N. 64° 38' 04" E. 124.22 feet to a point in the center of a ditch, the most Southwestern corner of the property of the Wayne County Development Alliance, Inc. as shown by deed recorded in Deed Book 3280, Page 376 in the Wayne County Registry; thence leaving the ditch, with the line of the property of the Wayne County Development Alliance, Inc., N. 25° 25' 19" W. 329.44 feet to an iron rod, the most Southeastern corner of the property of Lynlu Investments LLC as shown by deed recorded in Deed Book 3331, Page 461 in the Wayne County Registry; thence leaving the line of the property of the Wayne County Development Alliance, Inc., with the line of the property of Lynlu Investments LLC, S. 72° 53' 16" W. 163.07 feet to an iron rod; thence continuing and with the line of the property of Lynlu Investments LLC, S. 72° 53' 16" W. 178.04 feet to an iron rod on the Eastern edge of a 60-foot Easement for the purpose of ingress, egress and regress, the most Southwestern corner of the property of Lynlu Investments LLC as shown by deed recorded in Deed Book 3331, Page 461 in the Wayne County Registry, the point of beginning containing 120,733 Square Feet or 2.772 Acres more or less.

All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require a sign language interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the meeting.

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Melissa C. Corser, City Clerk

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Ronald T. Lawrence, City Attorney

PUBLISH: September 6, 2018

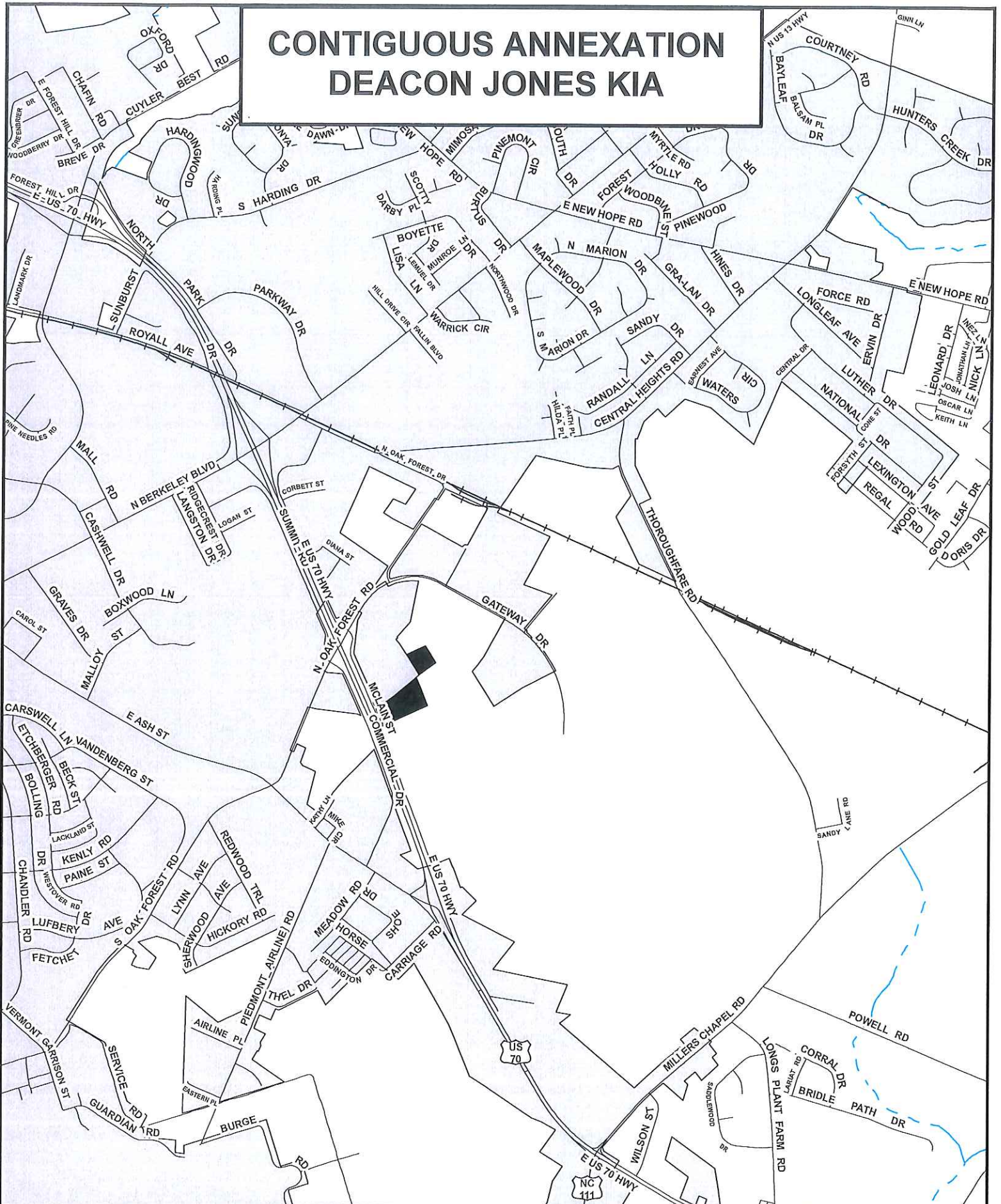


# CONTIGUOUS ANNEXATION DEACON JONES KIA



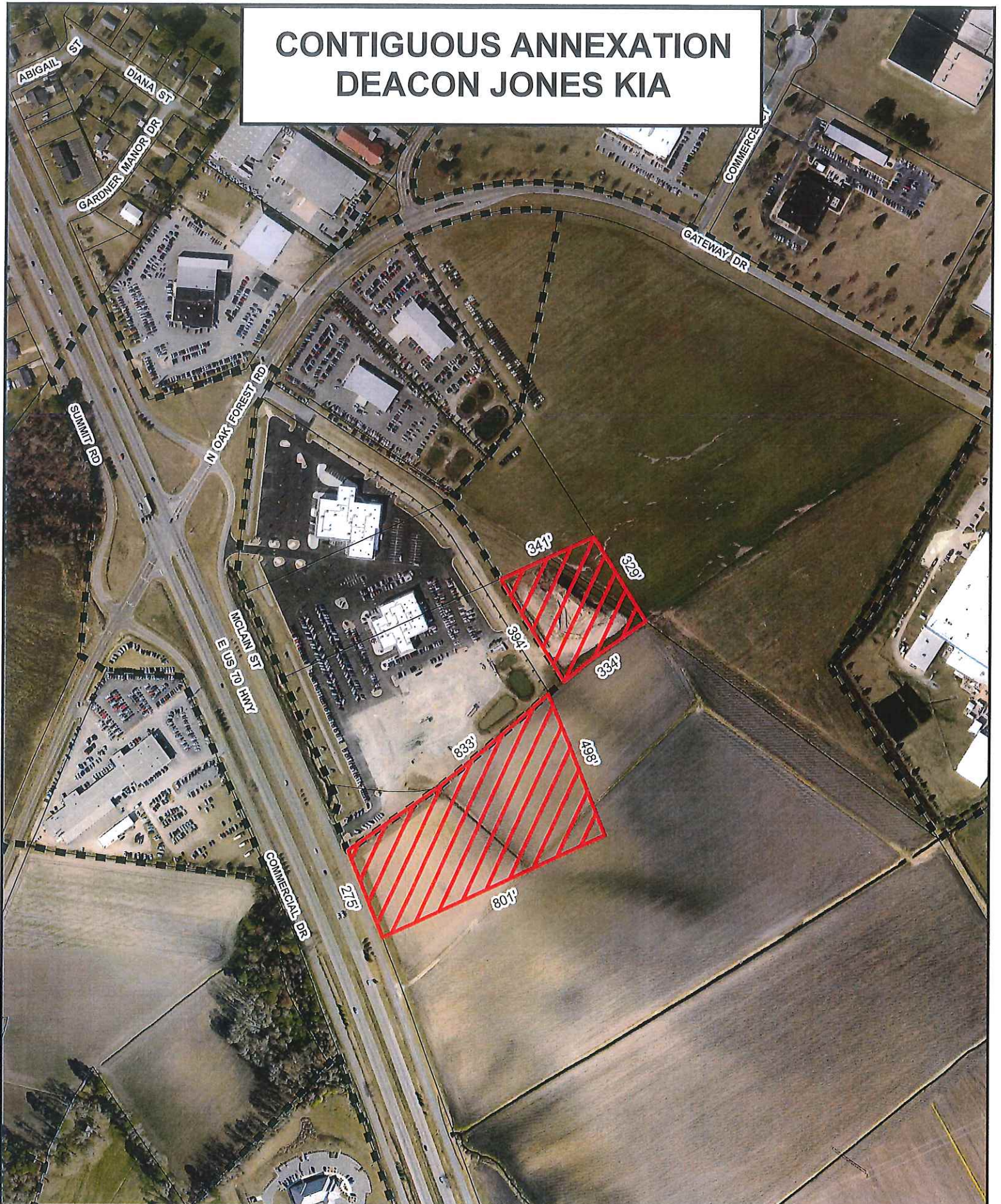


# CONTIGUOUS ANNEXATION DEACON JONES KIA





# CONTIGUOUS ANNEXATION DEACON JONES KIA





**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018**

**SUBJECT:** Authorization of Agreement for District 6 Park Master Plan

**BACKGROUND:** The City of Goldsboro was approached by the Goldsboro Family YMCA on a potential partnership to develop property in District 6 for a park. This would be the first public park in District 6. At the September 18, 2017 work session, Council gave the approval for Parks and Recreation to move forward with request for qualifications for design services.

**DISCUSSION:** The City of Goldsboro advertised for design firms and received ten responses on February 23, 2018. Four of the firms were invited to present on this project on April 12 and 13, 2018.

The City is interested in having a design firm develop a District 6 Park Master Plan. A proposal has been received from McAdams for these services for \$18,980. The current fiscal year's budget has sufficient funds to cover the cost of this agreement.

**RECOMMENDATION:** By motion, adopt the attached resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$18,980 with McAdams to design a Master Plan for a public park in District 6.

Date: \_\_\_\_\_  
Parks and Recreation Director

Date: \_\_\_\_\_  
City Manager



RESOLUTION NO. 2018-

A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO EXECUTE  
CONTRACT WITH MCADAMS FOR DESIGNING THE MASTER PLAN FOR A  
DISTRICT 6 PARK

WHEREAS, the City of Goldsboro was approached by the Goldsboro Family YMCA for a potential partnership to develop a public park for District 6; and

WHEREAS, the City of Goldsboro advertised for request for qualifications from interested firms and selected McAdams; and

WHEREAS, McAdams submitted a proposal for \$18,980; and

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

1. The Mayor and City Clerk is hereby authorized to enter into a contract with McAdams. in the amount of \$18,980.
2. This resolution shall be in full force and effect from and after the \_\_\_\_\_ day of \_\_\_\_\_ 2018.

Approved as to form only:

Reviewed by:

\_\_\_\_\_  
City Attorney

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

May 1, 2018

***Revised May 9, 2018***

***Revised May 18, 2018***

***Revised August 14, 2018***

Ms. Felicia Brown, CPRP  
Assistant Director  
City of Goldsboro Parks and Recreation  
901 East Ash Street  
Goldsboro, North Carolina 27530

**RE: District 6 Park Master Plan  
Goldsboro, North Carolina  
FOR-18094**

Dear Ms. Brown,

We are very excited to assist the City of Goldsboro with this important park master plan for District 6 and look forward to the opportunity to work with the City of Goldsboro! We understand this is an important undertaking for the City, one that we are honored to be part of.

#### **PROJECT UNDERSTANDING:**

##### **Project Objectives:**

It is McAdams understanding that the City of Goldsboro Parks and Recreation wishes to complete a Master Plan Study for 4 acres of land totaling +/- 41.49 acres of land fronting South Harding Drive. The primary objectives of this project will be to research and evaluate the existing conditions of the site, engage the community to solicit input regarding the desired park program, evaluate the local needs for recreation amenities, create a master plan for the park with associated estimate of probable cost and develop funding strategies for park improvements.

This proposal has been broken into two phases so the project may be implemented over time. The primary objective of the first phase is to solicit community input and develop a schematic vision for the park. The second phase will focus on more detailed site design, architectural design, cost estimate, delineation of environmental features and development of a complete master plan report.

**Assumptions:**

This proposal is based on the following assumptions:

- > This proposal is for comprehensive planning services only. Other services offered by McAdams including but not limited to rezoning and entitlements, preparation of site specific construction documents for Civil Engineering, Landscape Architecture, Environmental or Geomatics services are not included.
- > Architectural improvements / detailing, construction and permit documents are not included in this agreement.
- > McAdams will work in collaboration with a team of sub consultants including Falcon Engineering and HH Architecture. McAdams will pay the sub-consultants (included in the costs herein).
- > McAdams will work closely with City of Goldsboro staff, the parks and recreation department (GPR), and with other departments to complete the plan and will be provided information necessary to complete the plan.
- > Access to the subject parcels and any other applicable City facilities will be made available.
- > Any additional consultants or services beyond those specifically indicated within the proposal, will be additional services.
- > Site boundary or topographic survey is not required. All base data needed will be provided by the City or readily available through GIS.
- > This scope of services does not include Phase I or Phase II environmental, soils, building, ALTA survey, appraisal, or other items not listed specifically herein.

**PROPOSED SERVICES**

We propose the following services: (Alphanumeric item numbers are for internal coding purposes).

**Phase I:****D11.00 Project Kickoff + Data Collection + Due Diligence:**

FEE: \$4,450

**Kick Off Meeting** - We will begin the planning process by conducting a kick-off meeting with City Parks and Recreation Staff. During the kick-off meeting, the design team and City staff will review the goals and objectives of the master plan, establish lines of communication, discuss format for public meetings, and confirm the project schedule and planning sequence.

Upon completion of the kick-off meeting with staff, the design team and City Staff will conduct a site visit and walk the area to locate features and existing conditions within the project site. The team shall document the site investigation with digital photos for use in the study.



**Base Map Preparation** - We will obtain site base data from readily available GIS (topography, roads, utilities, structures, water features, etc.). Additional information shall be provided by the City including any development plans and / or additional utility availability. The data will be used as the basis for an existing conditions base map. The map will be supplemented by information gathered as part of the Environmental Review (Task II below).

**Research of Applicable Plans** - Review applicable plans and codes (current parks and recreation master plan, UDO, development plans, and any other relevant planning documents) to understand site development opportunities and constraints. The City shall provide all relevant and applicable plans unless readily available on the City's website.

**Stormwater Due Diligence** - Prepare a summary of our stormwater investigations, to include regulatory requirements and design recommendations, as well as any regulatory correspondence. The investigations will be based on the findings from the preliminary wetland and streams assessment. This report will include exhibits showing preliminary design considerations.

**A4.30 Preliminary Buffer Assessment:**

FEE: \$1,500

The project boundary will be plotted on USGS topographic and soil survey maps to determine surface waters subject to the applicable riparian buffer protection rule. A site visit to locate the presence/absence of stream channels, including their start/end points, in accordance with NC Division of Water Resources Methodology for Identification of Streams will be completed. A letter summarizing our findings, including a map of the stream channels subject to the rule based on the field determination, will be provided.

**D11.98 Community Engagement:**

FEE: \$7,750

The Team will develop a public participation plan to identify user preferences regarding recreational services and facilities for the proposed park that will include:

**Public Opinion Survey** - The team will design the public opinion survey and prepare a draft survey for review by the City. The survey is expected to be about 5-10 minutes in length (about 2-3 printed pages). The survey will be administered by the design team through Survey Monkey or other free on-line service. The City will be responsible for providing web links to the survey if desired, and advertising the survey's availability. Printed copies of the survey may be provided at public input meetings for additional feedback. A final summary of the survey results will be provided by the team.

**Parks + Recreation Traveling Trunk Show** – the project team will spend one day traveling to local grocery stores and community centers (i.e., churches, non-profits, day cares, etc.) to solicit feedback from hard-to-reach populations. The trunk show will make a total of 4 stops, each a 1-hour duration. The City will be responsible for providing recommendations for each of the 4 locations and securing permission from each for the trunk show.

**One (1) Parks + Recreation Advisory Board** – The project team will meet with the Parks and Recreation Advisory Board to solicit input on recreation needs of the community.

**One (1) Stakeholder Meeting** – The project team will meet one time with each of the below stakeholders to gather input.

- > YMCA Staff
- > YMCA Board

**One (1) Public Input Meetings** – It is recommended the initial open house be used to solicit feedback regarding the recreation needs and wants of the community as they relate to the park.

*Note: This proposal assumes the staff and stakeholder meetings will be held during the same day, followed by a public input meeting from 5-7pm at the Goldsboro Family YMCA or other time / location recommended by the City during the needs assessment phase of the project.*

The Team will work closely with staff to determine the best meeting format to engage the community to gather required input throughout this process and how to communicate with the public. The City will be responsible for advertising, inviting the various participants, coordinating the facility reservations / rentals, and providing any refreshments desired.

#### **D11.05 Core Programming + Schematic Design:**

FEE: \$5,280

**Core Programming** – Based on feedback from the community engagement meetings, the team can begin to identify programs and facilities that target the “highest and best use” for the site. From this review, the Project Team will provide a draft list of core amenities and programs to limit unnecessary redundancies within the park system and offer unique facilities based on needs of the surrounding community. This will include submittal of an amenity and program list for review and approval by City Staff.

**Schematic Design** – Based on the results of the site investigation, due diligence, community engagement and approved core program, the project team will prepare a schematic bubble diagram indicating the approximate location and size of primary park elements such as amenities, parking, stormwater infrastructure, access points, environmental features, and connections (trails). The design will also include

a series of precedent images intended to convey the overall character of the park. The schematic design will establish the vision for the park and include a short narrative statement describing park elements. A colored bubble diagram and precedent images may be used by the City in presentations to the public, Council or other stakeholders to gain support for the park.

The final schematic bubble diagram and precedent imagery will be presented to City Council.

Interim and Final Deliverables:

- > 1 electronic copy (pdf) of the schematic bubble diagram and precedent images.
- > 1 electronic copy (pdf) of the preliminary jurisdictional waters map
- > 1 24x36 hard copy of the schematic bubble diagram and precedent images.

**SUBTOTAL:     \$18,980**

**Phase II / Optional Services:**

*Note: the following scope and fee should be used for budgetary purposes only. Based on the outcomes of Phase I, the below scope / fee will be refined and approved as Phase II.*

**L11.20     Geotechnical Investigation:**

**FEE:   \$1,800**

We propose to perform a desktop study including review of select publicly available resources including historic aerial photography, historic topographical maps, and USDA Soil Survey information. This information will be used to ascertain previous site usage and possible soil origins and soil types/qualities.

Falcon will prepare a brief Letter Report of Geotechnical Desktop Study delivered in electronic PDF format, and containing the following information:

- > Description of desktop study resources used;
- > Select imagery/outputs from desktop resources;
- > Discussion of observations gleaned from desktop study resources;
- > Discussion of geotechnical considerations which may drive site planning and future development;
- > Recommended subsurface testing/investigation during DD and CD phases.

**A4.21     Preliminary Surface Water/Wetland Delineation & Protected Species/Cultural Resources Assessment:**

**FEE:   \$4,000**

We recommend completing and combining these tasks to identify any potential issues with obtaining permits for unavoidable impacts to surface waters and/or wetlands as early and efficiently as possible. Research to identify Federally Listed Threatened and Endangered Species and their suitable habitat that



may potentially occur on the site will be conducted prior to visiting the site. The North Carolina State Historic Preservation Office (SHPO) National Registry online database will also be reviewed prior to visiting the site to determine if there are any recorded historic structures, cemeteries, or historic properties within the project area and/or within 0.25 miles of the project boundary.

A preliminary delineation of surface waters and wetlands present on the tract will be completed in general accordance with 1987 Corps of Engineers Wetland Delineation Manual and the appropriate regional supplement and the NC Division of Water Resources Methodology for Identification of Streams. Flags will be hung at the start/end points of stream channels that originate on the site and the locations of wetlands and stream channels will be located using a handheld GPS unit to produce a map suitable for preliminary planning purposes. Additionally, the project area will be traversed on foot to assess the potential presence of cultural resources and examine potential habitat and biotic communities which may indicate the presence of listed protected species. Photographs of all structures present on the property will be collected and visual observations of listed protected species will be noted if found.

A report of our findings will be provided including the stream types present, flag numbers and features to be surveyed, general permitting guidance, and a map of the surface waters, wetlands, and riparian buffers present on the property. The report will also include biological conclusion/opinions for listed protected species based on the field examination, including recommendations for species surveys that can sometimes require time of year restrictions or subconsultants with highly specialized expertise. The report will include information necessary to meet the requirements of the PARTF grant application Environmental Review.

Site information and photographs of site structures will be submitted to SHPO for an environmental review to obtain their determination of whether the project would affect cultural resources. In some cases, SHPO may require archaeological or historical structure surveys and/or identify other Section 106 issues. The agency's response will be provided upon receipt as their typical review period is 30 days.

A report or correspondence will be submitted to US Fish and Wildlife Service requesting concurrence and comment on the biological conclusion/opinions for listed protected species generated for the project. The agency's response will be provided upon receipt.

#### **A4.80 Buffer Determination:**

FEE: \$1,500

A request for an on-site buffer determination meeting will be prepared for the NC Division of Water Resources. A site meeting will be conducted with agency staff to review streams, including modified natural streams and ditches, for subjectivity to the riparian buffer rule to obtain a letter of buffer subjectivity.

**A4.75 Regulatory Coordination Meeting:**

FEE: \$1,200

**D4.25 Stream Restoration Due Diligence:**

FEE: \$2,000

Prepare a summary of our stream restoration investigations, to include regulatory requirements and design recommendations, as well as any regulatory correspondence. The investigations will be based on the findings from the preliminary wetland and streams assessment. This report will include exhibits showing preliminary design considerations.

One on-site coordination meeting with regulatory agency personnel for their review and input on stream restoration plans will be completed.

**D11.15 Conceptual Design Alternatives + Review:**

FEE: \$5,450

Based the results of the needs assessment, public input, environmental review and site analysis, our team will begin preparation of two Conceptual Master Plan alternatives. The Conceptual Master Plan options will illustrate the following elements:

- > Overall generalized land uses and park programming / development areas including the desired park improvements as suggested by input and approved within the submitted program list;
- > Conceptual Master Plan alternatives illustrating proposed improvements;
- > Key linkages and circulation patterns including internal streets, parking, pedestrian ways, trails;
- > Location and type of any proposed structures;
- > Generalized location and type of stormwater systems including detention/retention as open water and underground storage facilities (as needed);
- > Generalized infrastructure improvements including, power, sewer and water facilities needs to support proposed development (as needed);
- > Gateways and entrances to help identify feature areas;
- > Suggested ways to include the unique cultural, historical and environmental features of the property into the park users' experience.

This task includes one on-site meeting with City staff to review the concept alternatives.

**D11.30 Master Plan:**

FEE: \$5,450

Based on the feedback received from staff one of the two conceptual plans will be selected and refined to produce a single master plan design and report. The master plan design and report will be presented at to stakeholders and the public for additional comment (see Task D11.99 below). Any feedback will be incorporated into a final master plan design and final master plan report summarizing all key tasks of the master planning process. The master plan document will be developed in a way to meet all PARTF grant application requirements.

The final master plan will be presented to City Council for adoption.

**H5.50 Cost Estimate:**

FEE: \$2,500

A final master plan level estimate of probable design and construction costs will be included in the master plan document used for budgetary purposes only. The cost estimate will be at a high level and based on numerous assumptions. It will require further refinement during future phases to ensure accuracy based on an evolving design. This task includes one round of revisions based on City comments and refinement of project programming to meet project budgets.

**D11.21 Community Engagement:**

FEE: \$2,820

The final master plan will be presented to the following groups for feedback and comment:

- > Parks + Recreation Advisory Board
- > Stakeholders: YMCA Staff and board
- > Public Input Meeting

*Note: This task assumes the stakeholder and public input meeting will take place on the same day.*

**D11.40 PARTF Grant Application Preparation:**

FEE: \$4,000

Preparation and submission of the grant application. This task includes participation in up to two (2) meetings (telecon or at McAdams offices) with Recreation Resources Services staff as part of the pre-application process.



**L11.00 Architectural:**

FEE: \$15,400

- > Attend one (1) stakeholder meeting to help understand the goals for the District 6 Park and what structures/buildings will exist in this park. During the stakeholder meeting, a programming exercise will be done to determine the quantity and size of the facilities, should it be determined they are desired on site.
- > The above fee is based on no more than five (5) structures with an aggregate square footage of 15,000 square feet. If the process reveals a larger structure or additional square footage of building space is desired, the consultant will provide design services for the additional fee listed in Optional Services (L11.10) below.
- > Deliverables will be:
  - Space program for the facilities based on the owner / stakeholder feedback provided during the programming exercise;
  - Precedent images to assist in capturing the architectural style of the buildings / structures based on the owner / stakeholder feedback; and
  - A high-level square-foot cost estimate of the buildings and structures will be provided.

**L11.10 Programming of Additional Building Square Feet:**

FEE: \$5,500

If the master planning and public input process reveals more than 15,000 square feet of building space is desired, the design team will program up to an additional 15,000 square feet of floor area for a total of 30,000 square feet.

**D11.45 PARTF Exhibit:**

FEE: \$950

Preparation of the master plan graphic (PARTF Exhibit) that meets the requirements listed on page 13 of the PARTF grant application.

**D11.50 Graphic Renderings:**

FEE: See Below Chart

A variety of graphic renderings and visualizations can further help communicate the design intent to the public and be used as marketing and promotional materials. The following additional deliverables may be considered as a package, or stand-alone products.

<b>Deliverable</b>	<b>Fee</b>
> Provide still frame 3D models of key views and vistas	\$1,200 (ea)
> Provide video flythrough of the park and expected user experiences.	\$4,500
> Provide concept exterior elevations of buildings/structures in the Master Plan.	\$6,000
> Provide exterior renderings of Master Plan buildings/structures.	\$2,700

**J. Additional Services:**

When requested by the City of Goldsboro or its authorized representatives and approved in writing, McAdams will perform additional services beyond the scope of services described herein. Fees associated with additional services will be defined per task or by hourly charges in accordance with the attached Rate Schedule, as directed at the time of the request for additional services. No additional services will be performed without specific written consent of the City or its authorized representative.

**K. Reimbursable Expenses:**

Applicable items will be billed in accordance with the attached Rate Schedule. Please allow \$2,000 as a budget.

**SCHEDULE**

McAdams services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the project.

The time limits and schedule set forth above have been agreed to by the Owner and McAdams, but the time limits and schedule shall be extended for (1) reasonable cause, or for (2) any delays associated with McAdams work on the project that are not the sole responsibility of McAdams.

**OWNER'S RESPONSIBILITIES**

Owner shall be responsible for the following:

- > Notification to proceed including a signed copy of this Agreement.
- > Any existing and available site survey, site plans, and other park / planning documents in both hardcopy and electronic AutoCAD compatible formats as may be required.
- > Timely approval of information presented for approval.
- > Timely providing of information from other professional service providers as may be engaged in the project and contracted directly with the Owner.
- > Payment of invoices in accordance with Item 1 of Terms and Conditions.
- > Notification to Consultant of any problems, in accordance with Item 2 of Terms and Conditions.

**EXCLUSIONS**

The following services are excluded from this limited scope of work, but may be provided under amendment to this agreement, or under separate agreement as warranted:

- > Preparation of site surveys
- > Flood studies or "100+1" studies to submit to regulatory agencies
- > Preparation of Rezoning or Zoning Amendment documents for subject properties
- > Traffic or Transportation Analysis
- > Legal advertisements for construction contracts
- > Court appearances for litigation, or preparation for same, unless caused by McAdams or breach of contract
- > Assistance with acquisition of right-of-way or off-site easements; preparation of exhibits for same.
- > Revised directives from Owner after project process has begun
- > Any other services not specifically described in the scope of work.
- > Scientific or statistically valid public input surveys.

**GENERAL CONDITIONS**

- > The attached "Terms and Conditions" shall apply to this Agreement.
- > This proposal is valid for 30 days from the above date.
- > Reimbursable expenses will be billed in accordance with the attached Rate Schedule.



**CONCLUSION**

We sincerely appreciate this opportunity to propose our services for this important project. Please do not hesitate to contact me at your convenience if you have any questions or comments. If in agreement, please sign below and also the Rate Schedule document attached, and we will be prepared to begin.

Sincerely,

**MCADAMS**



Rachel Cotter, RLA, ASLA  
Assistant Director, Public

RC/md

Enclosures

**ACCEPTANCE**

By: \_\_\_\_\_

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**1. Specifications for contract by hourly charge, the following rates apply**

<b>ROLE</b>	<b>RATE</b>	<b>ROLE</b>	<b>RATE</b>
Principal-in-Charge	\$175 / hour	Designer	\$90 / hour
Senior Project Manager	\$150 / hour	Senior CAD Technician	\$105 / hour
Project Manager	\$115 / hour	CAD Technician	\$85 / hour
Senior Project Engineer	\$130 / hour	Senior Environmental Professional	\$130 / hour
Project Engineer	\$110 / hour	Environmental Professional	\$110 / hour
Engineering Intern	\$90 / hour	Environmental Technician	\$90 / hour
Senior Landscape Architect	\$150 / hour	Survey Director	\$140 / hour
Landscape Architect	\$115 / hour	Survey Project Manager	\$120 / hour
Landscape Designer	\$90 / hour	Project Surveyor	\$95 / hour
Senior Planner	\$130 / hour	Survey Technician	\$65 / hour
Planner	\$115 / hour	Survey Crew (2 Man)	\$130 / hour
GIS Technician	\$100 / hour	SUE Project Manager	\$120 / hour
Graphics / Media Design	\$75 / hour	SUE Technician	\$65 / hour
Technical / Grant Writer	\$85 / hour	Administrative Assistant	\$65 / hour
Senior Technical Manager	\$140 / hour	Construction Services Manager	\$135 / hour
Technical Manager	\$110 / hour	Construction Services Professional	\$110 / hour
Senior Designer	\$115 / hour	Construction Observation	\$95 / hour

*Hourly services are recorded and rounded to the nearest 1/4 hour.*

**2. The following charges apply on all contracts, for copies of plans and specifications sent out of the Engineer's office (to Owner, City regulatory agencies, bidders, contractor, other consultants, etc.):**

<b>ITEM</b>	<b>FEE</b>	<b>ITEM</b>	<b>FEE</b>
Oversize + Color Rep.	\$3.00/each	Oversize Mylar Sepia	\$20.00/each
Paper Reproductions	\$2.00/each	Mylar Sepia	\$15.00/each
Specifications	\$0.10/each	Paper Sepia	\$5.00/each

**3. The following rates are charged in addition to the above fees:**

<b>ITEM</b>	<b>FEE</b>
Fees Paid for Permits and Applications	Cost Plus 10%
Outside Photocopying, Travel, Overnight Delivery, Postage for Mass Mailings	Cost Plus 5%
Subcontractor Invoices	Cost Plus 12.5%

**4. Fees are subject to adjustment at the beginning of each calendar year.**
**5. Projects are billed on a monthly basis and invoices are due upon receipt. Invoices which have been not been paid within 30 days are past due and subject to finance charges of 1.5% per month.**

**OWNER'S INITIALS** \_\_\_\_\_ **DATE** \_\_\_\_\_

The proposal submitted by THE JOHN R. McADAMS COMPANY ("CONSULTANT") is subject to the following terms and conditions (collectively referred to as the "Agreement") and, by accepting the proposal or any part thereof, the CLIENT agrees and accepts the terms and conditions outlined below:

**1. Payment**

The CLIENT will pay CONSULTANT for services and expenses in accordance with periodic invoices to CLIENT and a final invoice upon completion of the services. Each invoice is due and payable in full upon presentation to CLIENT. Invoices are past due after 30 days. Past due amounts are subject to interest at a rate of one and one-half percent per month (18% per annum) on the outstanding balance from the date of the invoice.

In light of the obvious advantage of resolving questions and disputes regarding CONSULTANT's services and invoices quickly, CLIENT will notify CONSULTANT, in writing, of any questions or dissatisfaction which it may have regarding the cost, quality or appropriateness of services provided related to an invoice within ten (10) days of the invoice date. If CLIENT fails to provide such notice to CONSULTANT, CLIENT agrees that it waives its right to dispute the accuracy and appropriateness of all or part of the invoice.

If the CLIENT fails to make payment to the CONSULTANT within 30 days after the transmittal of an invoice, the CONSULTANT may, after giving 7 days written notice to the CLIENT, suspend services under this Agreement until all amounts due hereunder are paid in full. If an invoice remains unpaid after 60 days from invoice date, the CONSULTANT may terminate the Agreement and/or initiate legal proceedings to collect the fees owed, plus other reasonable expenses of collection including attorney's fees.

**2. Notification of Breach or Default:**

The CLIENT shall provide prompt written notice to the CONSULTANT if CLIENT becomes aware of any breach, error, omission or inconsistency arising out of CONSULTANT's work or any other alleged breach of contract by the CONSULTANT. The failure of CLIENT to provide such written notice within ten (10) days from the time CLIENT became aware of or should have become aware of the fault, defect, error, omission, inconsistency or breach, shall constitute a waiver by CLIENT of any and all claims against the CONSULTANT arising out of such fault, defect, error, omission, inconsistency or breach.

**3. Representations of CLIENT:**

CLIENT warrants and covenants that sufficient funds are available or will be available upon receipt of CONSULTANT's invoice to make payment in full for the services rendered by CONSULTANT.

**4. Ownership of Instruments of Service:**

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by the CONSULTANT as instrument of service, shall remain the property of the CONSULTANT. The CONSULTANT shall retain all common law, statutory and other rights, including the copyright thereto. In the event of termination of this Agreement and upon full payment of fees owed to CONSULTANT, CONSULTANT shall make available to CLIENT copies of all plans and specifications.



**5. Change Orders:**

CONSULTANT will treat as a change order any written or oral order (including directions, instructions, interpretations or determinations) from CLIENT which request changes in the Agreement or CONSULTANT's scope of work. CONSULTANT will give CLIENT written notice within ten (10) days of a Change Order of any resulting increase in CONSULTANT's fees. Unless CLIENT objects in writing within five (5) days, the Change Order becomes a part of this Agreement.

**6. Site Operations:**

CLIENT will arrange for right-of-entry to the property for the purpose of performing studies, tests and evaluations pursuant to the agreed services. CLIENT represents that it possesses necessary permits and licenses required for all ongoing activities at the site. If CONSULTANT is advised or given data in writing that shows the presence of underground or overground obstructions, such as utilities, CONSULTANT will give special instructions to our field personnel. However, CONSULTANT is not responsible for any damage or losses due to undisclosed or unknown surface or subsurface conditions, owned by CLIENT or third parties. CONSULTANT will take reasonable precautions to minimize damage to the property caused by our operations. CONSULTANT's fee does not include any cost of restoration due to any damage which may result and CONSULTANT is not responsible for any such repairs unless CONSULTANT fails to take reasonable precautions. If CLIENT desires CONSULTANT to repair such damage, CONSULTANT will comply and add the cost to our fee. Field tests or boring locations described in CLIENT's reports or shown on sketches prepared by CONSULTANT are based on specific information furnished by others or estimates made in the field by CONSULTANT's personnel. Such dimensions, depths or elevations should be considered as approximations unless otherwise stated in CONSULTANT's proposal or report.

**7. Hazardous Substances:**

The CLIENT agrees to advise the CONSULTANT upon execution of this Agreement of any hazardous substances or any condition existing in, on or near the Project Site presenting a potential danger to human health, the environment or equipment. By virtue of entering into this Agreement or of providing Services hereunder, the CONSULTANT does not assume control of, or responsibility for, the Project Site or the person in charge of the Project Site or undertake responsibility for reporting to any federal, state or local public agencies, any conditions at the project site that may present a potential danger to the public, health, safety or environment except where required of the CONSULTANT by law. In the event CONSULTANT encounters hazardous or toxic substances or contamination significantly beyond that originally represented by CLIENT, CONSULTANT may suspend or terminate the Agreement. CLIENT acknowledges that CONSULTANT has no responsibility as a generator, treater, storer, or disposer of hazardous or toxic substances found or identified at a site and CLIENT agrees to defend, indemnify, and hold harmless CONSULTANT, from any claim or liability, arising out of CONSULTANT's performance of work under this Agreement and made or brought against CONSULTANT for any actual or threatened environmental pollution or contamination except to the extent that CONSULTANT has negligently caused such pollution or contamination.

**8. Assignment and Third Parties:**

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the CLIENT and CONSULTANT, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the CLIENT and the CONSULTANT and not for the benefit of any other party. Neither the CLIENT nor the CONSULTANT shall assign, sublet, or transfer any rights under or interests in this Agreement without the written consent of the other which shall not be unreasonably withheld. However, nothing contained herein shall prevent

or restrict the CONSULTANT from employing independent subconsultants as the CONSULTANT may deem appropriate to assist in the performance of services hereunder.

**9. Project Site:**

Should CLIENT not be owner of the project site, then CLIENT agrees to notify the OWNER(s) of the aforementioned possibility of unavoidable alteration and damage to the site. CLIENT further agrees to indemnify, defend and hold CONSULTANT harmless against any claims by the CLIENT or persons having possession of the site through the Owner which are related to such alteration or damage.

**10. Sample Disposal:**

At CLIENT's written request, CONSULTANT will retain preservable test specimens or the residue therefrom for 30 days after submission of our report free of storage charges. After the initial 30 days and upon written request, CONSULTANT will retain test specimens or samples for a mutually acceptable storage charge and period of time. CLIENT agrees that CONSULTANT is not responsible or liable for loss of test specimens or samples retained in storage. In the event that samples contain hazardous constituents, CONSULTANT will (1) return such samples to CLIENT, or (2) using a manifest signed by CLIENT as generator, will have samples transported to a location selected by CLIENT for final disposal. CLIENT agrees to pay all costs associated with the storage, transport, and disposal of samples. CLIENT recognizes and agrees that CONSULTANT is acting as a bailee and at no time assume title to said materials.

**11. Equipment Contamination:**

CONSULTANT will endeavor to clean our laboratory and field equipment which may become contaminated during the conduct of the Services. Occasionally, such equipment cannot be completely decontaminated because of the nature of the hazardous materials encountered. If this occurs, it will be necessary to dispose of the equipment in a manner similar to hazardous samples. CLIENT agrees to pay CONSULTANT the fair market value of any such equipment that must be disposed of in that manner.

**12. Survival:**

All of CLIENT's obligations and liabilities, including but not limited to, its indemnification obligations and limitations, and CONSULTANT's rights and remedies with respect thereto, shall survive completion of the expiration or termination of this Agreement.

**13. Unforeseen Occurrences:**

If, during the performance of services hereunder, any unforeseen hazardous substance, material, element of constituent or other unforeseen conditions or occurrences are encountered which, affects or may affect the services, the risk involved in providing the service, or the recommended scope of services, CONSULTANT will promptly notify CLIENT thereof. Subsequent to that notification, CONSULTANT may: (a) if practicable, in CONSULTANT's sole judgment and with approval of CLIENT, complete the original scope of services in accordance with the procedures originally intended in the Proposal; (b) Agree with CLIENT to modify the scope of services and the estimate of charges to include study of the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated herein; or (c) Terminate the services effective on the date of notification pursuant to the terms of the Agreement.

**14. Force Majeure:**

Should completion of any portion of the Agreement be delayed for causes beyond the control of or without the fault or negligence of CONSULTANT, including force majeure, the reasonable time for performance shall be extended for a period at least equal to the delay and the parties shall mutually agree on the terms and conditions upon which Agreement may be continued. Force majeure includes but is not restricted to acts of God, acts or failures of governmental authorities, acts of CLIENT's contractors or agents, fire, floods, epidemics, riots, quarantine restrictions, strikes, civil insurrections, freight embargoes, and unusually severe weather.

**15. Standard of Care:**

CONSULTANT shall perform Agreement for CLIENT in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with the standards of professionals providing the same services in the same or a similar locality as the project. There are no other warranties, expressed or implied, including warranties of merchantability or fitness for a particular purpose that will or can arise out of the services provided by CONSULTANT or this Agreement.

**16. Waiver of Consequential Damages/Limitation of Liability:**

CLIENT agrees that CONSULTANT's aggregate liability for any and all claims that may be asserted by CLIENT is limited to \$50,000 or to the fee paid to CONSULTANT under this Agreement, whichever is greater. Both CLIENT and CONSULTANT hereby waive any right to pursue claims for consequential damages against one another, including any claims for lost profits.

**17. Safety:**

CONSULTANT is not responsible for site safety or compliance with the Occupational Safety and Health Act of 1970 ("OSHA"). Job site safety remains the sole exclusive responsibility of CLIENT or CLIENT's contractors, except with respect to CONSULTANT's own employees. Likewise, CONSULTANT shall have no right to direct or stop the work of CLIENT's contractors, agents or employees.

**18. Arbitration:**

Any claim or other dispute arising out of or related to this Agreement shall be subject to Arbitration. Such claims and disputes shall first be subject to non-binding mediation, and if mediation is unsuccessful, shall be subject to Arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. Any demand for Arbitration shall be filed in writing with the other party and with the American Arbitration Association.

**19. Independent Contractor:**

In carrying out its obligations, CONSULTANT shall be acting at all times as an independent contractor and not an employee, agent, partner or joint venturer of CLIENT. CONSULTANT's work does not include any supervision or direction of the work of other contractors, their employees or agents, and CONSULTANT's presence shall in no way create any liability on behalf of CONSULTANT for failure of other contractors, their employees or agents to properly or correctly perform their work

**20. Termination:**

Either party may terminate the Agreement with or without cause upon ten (10) days advance written notice, if the other party has not cured or taken reasonable steps to cure the breach giving rise to termination within the ten (10) day notice period. If CLIENT terminates without cause or if CONSULTANT terminates for cause, CLIENT will pay CONSULTANT for all



costs incurred, non- cancelable commitments, and fees earned to the date of termination and through demobilization, including any cancellation charges of vendors and subcontractors, as well as demobilization costs.

**21. Severability:**

If any provision of this Agreement, or application thereof to any person or circumstance, is found to be invalid then such provision shall be modified if possible, to fulfill the intent of the parties as reflected in the original provision, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by the law.

**22. No Waiver:**

No waiver by either party of any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or difference in character.

**23. Merger, Amendment:**

This Agreement constitutes the entire Agreement between the CONSULTANT and the CLIENT and negotiations, written and oral understandings between the parties are merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both the CONSULTANT and the CLIENT.

**24. Choice of Law:**

The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the law of the State of North Carolina, excluding only its conflicts of laws principles.

**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018**

**SUBJECT:** Authorization of an agreement with East Carolina Phantoms for use of Bryan Multi-Sports Complex as home field for semi-pro football.

**BACKGROUND:** The City of Goldsboro was approached by the East Carolina Rams, an IAFL football team playing in Wilson, NC. The Rams would like to rebrand to the East Carolina Phantoms and make the Bryan Multi-Sports Complex their home.

**DISCUSSION:** The City of Goldsboro constructed the Bryan Multi-Sports Complex for local play and as a venue for sports tourism. While pro and semi-pro sports were not anticipated, the team would draw spectators and participants from surrounding areas and states including overnight guests.

**RECOMMENDATION:** By motion, authorize the Mayor and City Clerk to enter into an agreement with the East Carolina Phantoms for a 5-year term that includes an option for either organization to cancel the agreement with 60 day's written notice.

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

\_\_\_\_\_  
Parks and Recreation Director

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

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

**Agreement  
City of Goldsboro  
Goldsboro Parks and Recreation  
And  
East Carolina Phantoms and Dedrick Payton**

This agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_ 2018, by and between THE CITY OF GOLDSBORO NORTH CAROLINA (the 'City'), and the East Carolina Phantoms, an Independent American Football League team (the "Team").

**WITNESSETH**

**WHEREAS**, the City is the owner of certain athletic fields which the Team wishes to utilize for semi-pro football with the prior written permission from the City and the City wishes to accommodate the Team's use of the parks and fields on the terms and conditions set forth herein. The City additionally wishes to partner to promote semi-pro football games to our citizens and the surrounding communities and sees value in the economic impact of the hosting.

**NOW, THEREFORE**, in consideration of the covenants and agreements hereinafter contained, it is mutually agreed by and between the parties hereto as follows:

1. **Use of Parks by the Team.** The City agrees to permit the Team to utilize certain parks and fields designated by the City at those times that are mutually acceptable to each of the parties for a term commencing *January 1, 2019* and ending *December 31, 2024*. The parties agree that the Team's use of the parks and fields designated by the City shall be nonexclusive. The Team's use of the parks and fields designated by the City shall be subject to the City's ordinances, policies and direction of the City's officers and as otherwise hereinafter provided. Block Schedules must be submitted to the City for use of the parks and fields, inclusive of rain dates, seasons beginning/ending by **October 1 of the upcoming year**. Game and practice schedules are due 30 days prior to the season's beginning. Schedules will be approved by the City based on availability.

**FURTHERMORE**, the City agrees to supply bleachers to match spectator demand.

2. **No lease, use only.** Team agrees to adhere to all City ordinances, use policies and procedures while in the parks and fields. This agreement is solely an agreement between the parties permitting the Team to use the fields and parks as designated by the City. No possessory rights are granted to the Team and in no event shall this use agreement be deemed to be a lease between the parties hereto. Notwithstanding anything to the contrary contained herein, the City reserves the right to control the fields and parks so designated, to enforce all of its rules or regulations regarding the fields and parks, and to inspect the fields and parks during the Team's use and/or events, without unreasonably interfering with the event or use, its members, guests, participants, patrons or invitees. The City shall further, along with the Team, and without any liability to the Team or the City, have the right, but not the duty, to eject any person from the fields or parks for violation of any law, and/or rule, regulation, or policy of the City.



3. **Revenue.** It is the intent of the City of Goldsboro to create an environment that grows the game of football and provides opportunities for our citizens as spectators and participants. The city recognizes that the players pay to play and that the owners and league operate at minimal profit. As a first contract, we will not ask to share in revenues from gate or promotional items. However, after growth and revenues increase we may renegotiate. By June 1 or within 60 days of the conclusion of each season (whichever is later) the team will submit a report to include expenses, revenues, participation and attendance.
4. **Fees.** A fee equal to the amount of \$1 per player per game or practice, based on team roster, that use City owned fields and facilities shall be paid by Team to the City according to the following payment schedule: 50% by March 1, 2019, 30% by April 1, 2019, 10% by May 1, 2019, and 10% by June 1, 2019. Team roster records for season shall be used to determine the total fee to be paid to the City, with said records being open for City review upon request. The Team shall furnish to the City at the office of the Director of the Parks and Recreation Department, a listing of all registered participants and coaches by domicile zip code. Rosters sizes from non-Team opponents will be accepted on the 'honor system'.

Tournaments are excluded from above structure.

In lieu of payment, the City would like to exchange the value of volunteer hours at sports tournaments, passing league, jamboree, camps, etc.; including those of the Team. The City anticipates hosting a growing number of events annually and will exchange volunteer hours at a value of \$15/hour for field usage.

The City Parks and Recreation Department agrees to inform the Team by January 1 annually of the scheduled tournaments and anticipated volunteer demand. In the case of field use overage or excess volunteer hours, the City will roll forward 1 year any uncollected fee/volunteer time. No balance will be carried forward more than one year. The City will provide a biannual report (June 1 and January 1) reporting balance of volunteer hours and field usage.

5. **Maintenance Standards.** In agreeing to use the city parks the Team agrees to participate in completing the routine maintenance items while using the fields and parks, as follows:
  - Inspect the fields prior to use daily
  - Litter control through daily collection when scheduled use by the Team
  - Immediately reporting of any damages and/or maintenance concerns to the City

**FURTHERMORE,** the City agrees to prepare and line the fields and/or parks prior to and throughout the season to maintain quality conditions for use.

The City shall maintain the right to add, delete or modify maintenance procedures as deemed necessary. Every effort will be made to flex maintenance around scheduled games and practices.

The responsibility of the common areas and turf will be the responsibility of the City.

6. **Insurance**

A. **Coverage required.** The Team shall maintain commercial general liability (CGL) and commercial umbrella liability insurance with a limit of no less than \$1,000,000, with \$2,000,000 being the preferred limit per occurrence for bodily injury, personal injury and property damage. General aggregate limit shall apply separately to each project/location and limit shall not be less than the required occurrence limit.

I. **Additional insured.** The City shall be named as an insured under the CGL and umbrella insurance using an additional endorsement to the City for claims arising out of or as result of this Agreement.

II. **Waiver of subrogation.** The Team waives all rights against the city for recovery of damages to the extent these damages are covered by the CGL or commercial umbrella liability insurance maintained pursuant to this Agreement.

B. **Delivery to City of certificates.** Within 10 days from the start date of this Agreement, the Team shall furnish the City with copies of its current certificates of insurance documenting each such policy along with the additional insured endorsements required in this section.

C. **Cancellation.** All such insurance provided for herein shall be non-cancelable, except upon 30 days' prior written notice to the City, and shall contain the following endorsement (or its equivalent) and shall appear on the policies respective insurance certificates:

*It is hereby understood and agreed that this insurance policy may not be canceled by the surety or the intention not to renew be signed by the surety until 30 days after receipt by the City of Goldsboro by registered mail of written notice of such intention to cancel or not to renew.*

D. **No Limitation on liability.** The minimum amounts set forth in this Agreement for such insurance shall not be construed as a limitation or satisfaction of the Team's liability, including indemnification, to the City under the Agreement as to the amount of such insurance.

E. **No Waiver.** The failure or delay of the City at any time to require performance by the Team of any provision of this section, even if known, shall not affect the right of the City to require performance of that provision or to exercise any right, power or remedy under this Agreement, and any waiver by the city of any breach of any provision in this section shall not be construed as a waiver of any continuing or succeeding breach of such provision, a waiver of the provision itself, or a waiver of any right, power or remedy under this Agreement.

- F. **Primary coverage.** The coverage shall apply as primary coverage with respect to any other insurance or self-insurance program afforded to the City. There shall be no endorsement or modification of this coverage to make it excess over other available insurance / coverage; alternatively, if the CGL and umbrella, excess of reinsurance states that it is pro rata, it shall be endorsed to be primary with respect to the City.

7. **Liability, Indemnification and Waiver**

- A. **Assumption of liability.** Except as specifically provided by law or this Agreement, the City assumes no liability or responsibility for any injury to or death of any person or persons including officers and employees of the Team and participants in the Team's programs, events, tournaments and/or activities or any other person(s) and assumes no liability or responsibility for any damage(s) to property sustained by any person(s). Nonetheless, the Team will report all injuries or claims for injuries and/or damages to persons or property to the City within 24 hours.
- B. **Indemnification.** To the fullest extent permitted by law, the Team will defend, indemnify and hold the City harmless from all claims arising directly or indirectly from or in connection with (i) the conduct or management of the programs and activities of the Team; (ii) any act, omission or negligence of the Team or any of its directors, officers, agents, employees, invitees or contractors of the Team; (iii) any accidents, injury or damage whatsoever occurring on or at the fields and parks arising from or during, directly or indirectly, the use of the parks by the Team or any of its directors, officers, agents, employees, invitees or contractors, as well as participants in the Team's programs, events, tournaments and/or activities except to the extent of any negligent or wrongful act or omission of the City. However, this limitation shall not in any way limit the Team's duty to defend the City.
- C. **Defense of City.** In the event any claims shall arise, the Team shall defend and pay any judgment or settlement against the City in such claims. The City shall tender the defense to the Team. The Team and the City shall mutually agree to counsel to defense of such claims. The City, in its sole discretion, may participate in the defense of such claims at the Team's sole expense, but such participation shall not relieve the Team from its duty to defend and to pay any judgment or settlement against the city in such claims. The Team shall not agree to any settlement or resolution of any claims without the City's consent and approval.
- D. **Waiver of defenses.** In any and all claims against the City or any of its agents or employees the indemnification obligation under this paragraph shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for the Team under applicable law. The Team waives all defenses available to the Team which limit the amount of the Team's liability to the City.

8. **No Assignment.** The Team shall not assign this agreement and/or its interest in the use of the fields and parks.



9. **Binding upon successors.** This Agreement shall be binding upon the successors and assigns of the parties hereto. The Team shall submit to the Parks and Recreation Department the names, addresses, and phone numbers of all new officers and board members after election or appointment.
10. **Reimbursement for increased insurance costs.** Any increase of insurance premium on the parks resulting for such use by the Team shall be paid for by the Team.
11. **No Alteration.** The Team shall not make structural improvements, changes or alteration to the fields or parks without first obtaining the written consent of the City. Any such improvements, changes or alterations to the fields and/or parks will be considered a donation to the City by the Team, and therefore become the property of the City with the Team retaining no interest therein other than the use as agreed upon herein.
12. **Integration of all terms into Agreement.** This Agreement contains all of the terms, conditions and agreements between the parties hereto and no amendments, additions or changes hereto shall be valid unless attached hereto in writing and signed by the City and the Team. Failure to abide by the policies and rules set forth in this agreement could result in additional fees assessed to the Team and/or loss of privileges regarding the use of parks and fields.
13. **Game and Practice Cancellations.** City reserves the right to cancel at any time for inclement weather, hazardous conditions, maintenance or higher purpose as deemed by City officials.
14. **Concessions.** Sale of concessions, food, beverages, gear, scheduling of food trucks or other item sales are not included in this agreement.
15. **Exclusions.** Concessions stands, picnic shelter and other non-field facilities are not included in this agreement.
16. **Agreement Cancellation.** With 60 days written notice, either party may cancel this agreement.
17. **Team Sponsorship Guidelines**  
Sponsorships solicited by the Team must follow the following guidelines:
  1. The sponsorship level deemed by the Team to display a sponsorship banner at a City owned athletic field must not be less than \$500 (cash or in-kind services).
  2. Must be approved by the Goldsboro Parks and Recreation Department.
  3. Will only be allowed to be displayed during game season or permitted activity (camp, clinic, or tournament). Banners may be hung in the week before the first game and removed within a week of the final game. Any banners not removed will be disposed of by the Parks and Recreation Department.
  4. Must be placed on fencing designated by the Goldsboro Parks and Recreation Department.

5. Cannot exceed 6' in height x 24' in length.
6. Must be made out of vinyl with eyeholes.

**IN WITNESS WHEREOF**, the parties hereto have, the day and year first above written, signed and executed this Agreement by virtue of authority given and granted by the respective corporate authorities of the parties hereto.

**THE CITY OF GOLDSBORO**

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Mayor, City of Goldsboro

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City Clerk

East Carolina Phantoms

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President

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 COUNCIL MEETING

SUBJECT: Repeal of Limited Time Parking Restrictions in the Downtown Area


BACKGROUND: During the July 16<sup>th</sup>, 2018 City Council Work Session, staff presented Council with a discussion on the removal of Limited Time Parking signs in the Downtown Area as bordered by Ash Street to the north, Elm Street to the south, William Street to the East, and George Street from the west. City Council was in favor of allowing staff to remove a majority of these signs due to the lack of current enforcement and to reduce signage clutter.

DISCUSSION: Removal of the Downtown Area Limited Time Parking Signs has commenced. As such, it is appropriate that the City's Traffic Schedule referenced by the City of Goldsboro Code of Ordinances be updated to reflect this action.

RECOMMENDATION: By motion, adopt an Ordinance removing the following entries of the Traffic Schedule referenced in Chapter 74 of the City's Code of Ordinances:

- All entries for **Section 23-71 Two-hour parking limit** excluding:
  - Argo Street, east side, from Dortch Street northward, a distance of 500 feet;
  - Simmons Street, north side, from Herman Street westward for 250 feet.
- All entries for **Section 23-73 Fifteen-minute parking limit, 8:30 a.m. and 5:30 p.m.**

Date: 15 Aug 18



Guy M. Anderson, PE, CFM, City Engineer

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

\_\_\_\_\_  
Scott A. Stevens, City Manager



ORDINANCE NO. 2018 –

AN ORDINANCE AMENDING CHAPTER 23 ENTITLED “TRAFFIC” OF THE  
CODE OF ORDINANCES, CITY OF GOLDSBORO, NORTH CAROLINA

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

1. That Chapter 23 entitled “Traffic” of the Code of Ordinances, City of  
Goldsboro, North Carolina be and the same is hereby amended as follows:
  - a. Remove all entries for **Section 23-71 Two-hour parking limit** excluding:
    - Argo Street, east side, from Dortch Street northward, a distance of  
500 feet;
    - Simmons Street, north side, from Herman Street westward for 250  
feet.
  - b. Remove all entries for **Section 23-73 Fifteen-minute parking  
limit, 8:30 a.m. and 5:30 p.m.**
2. That the specified fifteen-minute and two- hour parking limits shall be  
removed from the Official Parking Map for the City of Goldsboro, North  
Carolina.
3. This Ordinance shall be in full force and effect from and after this  
\_\_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to Form Only:

Reviewed by:

\_\_\_\_\_  
City Attorney

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

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
August 20, 2018

SUBJECT: Approve Compost Bulk Pricing

BACKGROUND: Since January 2018, the City of Goldsboro has charged its bulk wholesale buyers \$9.00 per cubic yard for compost, non-wholesale buyers \$15.00 per cubic yard for compost and \$6.00 per cubic yard for mulch. A bulk wholesale buyer of compost must purchase a minimum of 20 cubic yards during a calendar year.

DISCUSSION: Compost sales have increased steadily over the last three years. It is time to consider increasing the price of compost to help offset the costs of the operation of the Compost Facility. As of September 1, 2018, new compost bulk buyers and as of January 1, 2019, for existing bulk buyers, the pricing for compost will be: \$15.00 per cubic yard (an increase of \$6.00/cu.yd.) for quantities over 20 cubic yards at the time of advance purchase for the calendar year; \$21.00 per cubic yard for bulk compost less than 20 cubic yards; remain the same at \$2.00 per 30-lb. bag (minimum order of 100 bags) for wholesale; \$4.00 per 30-lb. bag for retail; and mulch will be increased to \$8.00 per cubic yard (an increase of \$2.00/cu.yd.).

RECOMMENDATION: 1. It is recommended that the City Council approve compost pricing as follows: \$15.00/cubic yard for compost purchases over 20 cubic yards, \$21.00/cubic yard for compost purchases less than 20 cubic yards; \$2.00 per 30-lb. bag (minimum order of 100 bags) for regular wholesale buyers; \$4.00 per 30-lb. bag for non-wholesale buyers; and \$8.00/cubic yard for mulch.

2. This Resolution will be in full force and effect from and after the 20<sup>th</sup> day of August 2018.

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

\_\_\_\_\_  
Michael Wagner, Deputy Public Works Director-Utilities

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

\_\_\_\_\_  
Scott A. Stevens, City Manager

RESOLUTION NO. 2018-

RESOLUTION AMENDING COMPOST PRICING

WHEREAS, the City of Goldsboro produces and sells high quality bulk compost to commercial landscapers, nurseries, and similar businesses; and

WHEREAS, it is in the City's best interest to increase compost revenues to offset operational costs; and

WHEREAS, compost sales have been strong.

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

1. A new price of \$15.00 per cubic yard of compost be established, for new bulk wholesale compost buyers for purchases over 20 cubic yards, effective September 1, 2018 and existing bulk wholesale compost buyers as of January 1, 2019.
2. A new price of \$21.00 per cubic yard for compost purchases less than 20 cubic yards at the time of advance purchase be established effective September 1, 2018.
3. A new price for bulk mulch at \$8.00 per cubic yard be established effective September 1, 2018.

This Resolution shall be in full force and effect from and after this 20th day of August 2018.

Approved as to Form Only:

Reviewed by:

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City Attorney

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City Manager



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 COUNCIL MEETING


**SUBJECT:** Utility Construction Agreement with NCDOT for Improvements relating to US 117 North (North William St.) NCDOT Project U-2714

**BACKGROUND:** The North Carolina Department of Transportation has prepared and adopted plans to make street and highway improvements within Goldsboro under Project U-2714. The project consists of widening of US 117 (North William Street) from North of US 70 to SR 1571 (Tommy's Road).

**DISCUSSION:** The Utility Construction Agreement addresses the relocation of City-owned water and sewer lines located within the project area. Provisions are included in NCDOT's agreement for their contractor to relocate City-owned water and sewer lines. The estimate of cost to relocate water and sewer lines is \$1,232,116. The actual cost will be based upon the contract unit cost and actual quantities used. Reimbursement to NCDOT will be made in one final payment within sixty (60) days after billing.

Upon completion of the highway work, NCDOT shall submit an itemized invoice to the City. It is anticipated that the City will be invoiced Fiscal Year 21-22 for water and sewer line relocations and a budget allocation for FY21-22 will be required prior to final invoice.

**RECOMMENDATION:** By motion, adopt the attached resolution authorizing the Mayor and City Clerk to execute a Utility Construction Agreement with the North Carolina Department of Transportation for improvements relating to US 117 North (North William Street).

Date: 7 AUG 18  
Guy M. Anderson, P. E., City Engineer

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

\_\_\_\_\_  
Scott A. Stevens, City Manager

RESOLUTION NO. 2018-

RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE  
UTILITY CONSTRUCTION AGREEMENT WITH NCDOT FOR WATER & SEWER LINE  
RELOCATIONS FOR US 117 NORTH (NORTH WILLIAM STREET)  
NCDOT PROJECT U-2714

WHEREAS, the North Carolina Department of Transportation has prepared and adopted plans to make street and highway improvements within Goldsboro for widening of US 117 (North William Street) from North of US 70 to SR 1571 (Tommy's Road); and

WHEREAS, said Department of Transportation and the City of Goldsboro propose to enter into an utility construction agreement whereby said Department will include in its construction contract provisions for the relocation and adjustment of municipally-owned water and sewer lines; and,

WHEREAS, the estimated construction cost of the above-referred to water and sanitary sewer improvements is \$1,232,116; and

WHEREAS, the Municipality agrees to reimburse the Department of Transportation for the entire cost of said work with reimbursement to be made in one final payment within sixty (60) days after billing;

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

1. The Mayor and City Clerk are hereby authorized and directed to execute an utility construction agreement with the Department of Transportation for relocation and adjustment of municipally-owned water and sewer lines in conjunction with widening improvements for US 117 (North William Street).

3. This resolution shall be in full force and effect from and after this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to Form Only:

Reviewed by:

\_\_\_\_\_  
City Attorney

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

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 COUNCIL MEETING

SUBJECT:                   Establishing the Capital Project Fund Ordinance- Street Bond Improvements

BACKGROUND:           The Goldsboro City Council authorized bond referendum for the \$3,000,000 of Parks and Recreational Facilities Bonds and \$7,000,000 Street Bonds. The election for these bonds was held on November 8, 2016 and passed by the voters. The City Council has approved the issuance for the \$4,500,000 of Street Bonds for July 2018.

DISCUSSION:           On July 24, 2018, the City sold Street Bonds in the amount of \$4,500,000. All closing documents were completed on August 14, 2018 and funds have been transferred to the City's bond account.

Capital Project Ordinance is required to present an exact balance of revenues and expenditures. Therefore, both project revenue and expenditure line items must be established.

RECOMMENDATION:    It is recommended that the attached Capital Project Fund Ordinance be established for the Street Bonds in the amount of \$4,500,000.

Date: \_\_\_\_\_  
Kaye Scott, Finance Director

Date: \_\_\_\_\_  
Scott Stevens, City Manager

ORDINANCE NO. 2018-

AN ORDINANCE ESTABLISHING THE CAPITAL PROJECTS FUND ORDINANCE  
FOR THE STREET IMPROVEMENTS

WHEREAS, the City of Goldsboro sold street general obligation bonds on July 24, 2018 in the amount of \$4,500,000; and

WHEREAS, the Capital Projects Fund Ordinance must be established to allow for the expenditure of these bond funds.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Street Improvements Project be established as follows:

1. Establishing the anticipated revenues for the Street Bonds Capital Project Ordinance as follows:

Street Loan Proceeds	\$4,500,000
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2. Establishing the Expenditure Line Item for the Street Improvements as follows:

Street Improvements	\$4,500,000
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3. This Ordinance shall be in full force and effect from and after this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to Form Only:

Reviewed by:

\_\_\_\_\_  
City Attorney

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



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 - COUNCIL MEETING

SUBJECT: RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING CONTRACT TO FINANCE IMPROVEMENTS TO CERTAIN FIRE AND POLICE DEPARTMENT FACILITIES

BACKGROUND: The City Council desires to pursue the financing of the construction of a replacement dorm building at Fire Station #4 and renovations and expansion of the City's Police and Fire Department. The cost of the financing for these projects with cost of issuance expenses will be approximately \$5,300,000.

The City Council had declared its intent to finance the construction of a replacement dorm building at the City's Fire Station #4 and renovation and expansion of the City's Central Police and Fire Department. A public hearing was held on July 16, 2018 proposing to finance these projects.

DISCUSSION: Financing of this project will be authorized through the utilization of an installment contract authorized under North Carolina General Statute 160A-20. The Local Government Commission is scheduled to discuss approval of the financing at its September 2018 meeting.

Zions Bank submitted a proposal to lend the City the amount of \$5,300,000 to finance these projects. The City Council hereby accepts the Zions Bank proposal, authorizes, and directs the City Manager and the Finance Director to execute the contract, deed of trust and the escrow agreement documents on behalf of the City. This financing will have a 3.41% interest rate for the term of 15 years.

RECOMMENDATION: It is recommended that the attached Resolution be adopted authorizing the Mayor, City Manager, Finance Director and City Clerk to sign and execute all the necessary documents needed with Zions Bank.

Date: \_\_\_\_\_  
Kaye Scott, Finance Director

Date: \_\_\_\_\_  
Scott Stevens, City Manager

CITY COUNCIL  
OF THE  
CITY OF GOLDSBORO, NORTH CAROLINA

Excerpt of Minutes  
of Meeting of August 20, 2018

Present: Mayor Allen presiding, and Councilmembers: \_\_\_\_\_

Absent: \_\_\_\_\_

\* \* \* \* \*

Councilmember \_\_\_\_\_ introduced the following resolution, the title of which was read:

**RESOLUTION AUTHORIZING EXECUTION AND  
DELIVERY OF AN INSTALLMENT FINANCING  
CONTRACT TO FINANCE IMPROVEMENTS TO  
CERTAIN FIRE AND POLICE DEPARTMENT FACILITIES**

WHEREAS, the City of Goldsboro, North Carolina (the “City”) desires to finance the (a) construction of a replacement dorm building at the City’s Fire Station # 4 and (b) renovation and expansion of the City’s Central Police and Fire Department (collectively, the “Project”); and

WHEREAS, the City desires to finance the Project by executing and delivering an installment financing contract, as authorized under North Carolina General Statutes Chapter 160A, Article 3, Section 20; and

WHEREAS, the City sent out a request for proposals to a number of banks relating to the financing; and

WHEREAS, ZB, N.A. (the “Bank”) submitted a proposal dated June 28, 2018 (the “Proposal”), pursuant to which the Bank agreed to enter into an installment financing contract with the City in the amount of approximately \$5,300,000 at an interest rate of 3.41% and with a fifteen year term (the “Contract”) to finance the Project and to pay certain costs associated with the financing, to be secured by a deed of trust and security agreement that creates a lien on a portion of the Project for the benefit of the Bank (the “Deed of Trust”); and

WHEREAS, the City held a public hearing regarding financing of the Project through the execution and delivery of the Agreement on July 16, 2018, as evidenced by the Certificate and Summary of Public Hearing attached hereto; and

WHEREAS, the proposed form of the Contract and the Deed of Trust have been drafted and presented at this meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City, meeting in regular session on the 20<sup>th</sup> day of August, 2018, as follows:

1. The City Council hereby accepts the proposal and authorizes and directs the Mayor, the City Manager, the Finance Director and the Clerk, or any of them, to execute, acknowledge and deliver the Contract and the Deed of Trust on behalf of the City, with such changes and modifications as the person executing and delivering such instruments on behalf of the City shall find acceptable. The Clerk is hereby authorized to affix the official seal of the City to the Contract and the Deed of Trust and to attest the same.

2. Each of the Mayor, the City Manager, the Finance Director and the Clerk is authorized and directed to execute and deliver any and all papers, instruments, agreements, tax certificates, opinions, certificates, affidavits and other documents, and to do or cause to be done any and all other acts and things necessary or proper for carrying out this Resolution, the Contract and the Deed of Trust and the financing of the Project.

3. All other acts of the Council and the officers of the City which are in conformity with the purposes and intent of this Resolution and in furtherance of the financing of the Project are hereby ratified, approved and confirmed.

4. This resolution shall take effect immediately.

Councilmember \_\_\_\_\_ moved the passage of the foregoing resolution and Councilmember \_\_\_\_\_ seconded the motion and the resolution was passed by the following vote:

Ayes: Councilmembers \_\_\_\_\_

Nays: Councilmembers \_\_\_\_\_

Not voting: Councilmembers \_\_\_\_\_

\* \* \* \* \*

I, Melissa Corser, Clerk for the City of Goldsboro, North Carolina, DO HEREBY CERTIFY that the foregoing is a true and complete copy of so much of the proceedings of the City Council for the City at a regular meeting duly called and held on August 20, 2018, as it relates in any way to the resolution hereinabove referenced and that such proceedings are recorded in the minutes of the Council. Pursuant to G.S. § 143-318.12, a current copy of a schedule of regular meetings of the City Council for the City is on file in my office.

WITNESS my hand and the official seal of the City this 20<sup>th</sup> day of August, 2018.

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Clerk  
City of Goldsboro, North Carolina

(SEAL)



## **CERTIFICATE AND SUMMARY OF PUBLIC HEARING**

The undersigned Clerk for the City of Goldsboro, North Carolina hereby certifies:

1. Notice of a public hearing (the "Hearing") to be held on July 16, 2018, with respect to the execution and delivery by the City of Goldsboro, North Carolina of an installment financing contract in the amount of up to \$5,300,000 to finance a portion of the costs of the construction of a replacement dorm building at the City's Fire Station # 4 and the renovation and expansion of the City's Central Police and Fire Department, was published on July 6, 2018, in the *Goldsboro News-Argus*.

2. The presiding officer of the Hearing was Mayor Chuck Allen.

3. The following is a list of the names and addresses of all persons who spoke at the Hearing:

None.

4. The following is a summary of the oral comments made at the Hearing:

None.

WITNESS my hand and the common seal of the City, this 16<sup>th</sup> day of July, 2018.

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Clerk, City of Goldsboro, North Carolina

(SEAL)

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
AUGUST 20, 2018 COUNCIL MEETING

SUBJECT:                   GOLDEN LEAF GRANT FUNDS

BACKGROUND:           Golden LEAF (Long-term Economic Advancement Foundation) was created in 1999 as a nonprofit corporation. The State of North Carolina provided funds to the Golden LEAF Foundation to award grants to units of local Government and nonprofit organizations working to recover from Hurricane Matthew.

DISCUSSION:           The City of Goldsboro applied for grant funds to assist with repairs to the City's infrastructure related to Hurricane Matthew. Flooding because of Hurricane Matthew flowing through the City's aged infrastructure caused breaks resulting in cave-ins and sinkholes along several of our streets. The grant funds will be used to repair or replace sewer and stormwater infrastructure at the following locations:

Stormwater Drainage Rehabilitation:                   \$253,307

1. W. Pine Street
2. E. Pine Street
3. Elizabeth St. & Marygold St.
4. Beech Street

Sanitary Sewer Rehabilitation:                       \$708,000

1. N. Carolina St. – Holly St. to Graham St.
2. W. Oak St. – N. Carolina St. to Rockefeller Ct.
3. Between George St. & Alabama St. – From  
    W. Oak St. to W. Chestnut St.

The City has been awarded the Golden LEAF grant in the amount of \$961,307. No matching funds are required with this grant.

RECOMMENDATION:

It is recommended that Council adopt:

1. The attached resolution authorizing the City Manager and City Clerk to enter into an agreement with the Golden LEAF Foundation in the amount of \$961,307.
2. The attached ordinance to reflect an increase in revenues and an increase in the operating expenditures of the General Fund in the amount of \$253,307 and in the Utility Fund in the amount of \$708,000.

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

\_\_\_\_\_  
Kaye Scott, Finance Director

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

\_\_\_\_\_  
Scott Stevens, City Manager

RESOLUTION NO. 2018-

A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO ACCEPT THE  
GOLDEN LEAF FOUNDATION GRANT

WHEREAS, the Golden LEAF Foundation awarded the City of Goldsboro a \$961,307 grant for repairs to the City's infrastructure; and

WHEREAS, the City of Goldsboro has 24 months to complete these stormwater and sanitary sewer repairs associated with damages from Hurricane Matthew; and

WHEREAS, there are no matching funds required with this grant award.

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

1. The City Manager and City Clerk are hereby authorized to enter into an agreement on behalf of the City of Goldsboro with the Golden Leaf Foundation in the amount of \$961,307.
2. This resolution shall be in full force and effect from and after the \_\_\_\_\_ day of \_\_\_\_\_ 2018.

Approved as to form only:

Reviewed by:

\_\_\_\_\_  
City Attorney

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



ORDINANCE NO. 2018-

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

WHEREAS, the Golden LEAF (Long-term Economic Advancement Foundation) was established in 1999 as a nonprofit corporation; and

WHEREAS, the City of Goldsboro approved for a grant from Golden Leaf for repairs to the City's infrastructure resulting from Hurricane Matthew; and

WHEREAS, the grant is in the amount of \$961,307 and must be used for stormwater and sanitary sewer repairs only.

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

1. Establishing the General Fund revenue line item entitled "Golden Leaf Proceeds" (11-0003-8911) in the amount of \$253,307.
2. Establishing an expenditure line item in the Street Utilities Division's Budget entitled "Stormwater Drainage Improvements" (11-4135-5991) in the amount of \$253,307.
3. Establishing the Utility Fund revenue line item entitled "Golden Leaf Proceeds" (61-0003-8911) in the amount of \$708,000.
4. Establishing an expenditure line item in the Capital Expense Division's Budget entitled "Sewer Improvements" (61-4178-5969) in the amount of \$708,000.
5. This Ordinance shall be in full force and effect from and after the \_\_\_\_\_ day of \_\_\_\_\_ 2018.

Approved as to form only:

Reviewed by:

\_\_\_\_\_  
City Attorney

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

## Departmental Monthly Reports July 2018

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

# Human Resources Management Department

## MONTHLY REPORT – JULY 2018

Prepared by: Pamela C. Leake

The Human Resources Department posted 31 job vacancies and processed 398 applications in July. 170 notices were sent to job applicants: 166 sent to candidates not selected for an interview and 4 mailed to candidates interviewed but not selected for hire. 35 new hires came on board this month. Seven full-time: **Justin Bauer – Operator I (Public Utilities – WRF); Kelvin Cox – Street Maintenance Technician (Public Works – Streets Maintenance); Joseph Dixon – Fire Chief; LaToya Henry – Public Information Officer (City Manager's Office); Adam Keener – Animal Control Officer (Police); Clifton Renn – Maintenance Technician (Cemetery), and Timothy Teel – Park Technician, Turf (Parks and Recreation)** and 28 part-time: **Jh'Quan Dunn, Taj Polack, and Gary Woodard – Recreation Aide (Parks and Recreation) and Gageriel Smith and Davionta Staton – Club House Assistant (Golf Course)** and 23 summer youth for Track 2. There were six reductions in force: two retirements: **Barry Driscoll – Chief Treatment Operator (Water Treatment Plant) and Bruce Kornegay – Stormwater Maintenance Equipment Operator (Public Works – Stormwater)**; four resignations: **Brittany Grantham (Parks and Recreation); Patricia Magby (Parks and Recreation); Joshua Mooring (Information Technology), and Jordan Piper (Fire)**. **Total employment for June: 655** (452 full time and 203 part-time). On July 1, we went live with a new HRIS system, **CODa**, to process all personnel actions. The City of Goldsboro is a frontrunner for this year's United Way Campaign, and HR staff held over 15 information sessions. This year's theme is, **"Be The Change."** A new fundraising effort is also underway for the United Way. Piggy banks have been distributed throughout the City and will remain part of our annual campaign. The Senior HR Analyst attended an EEOC Conference in Raleigh, NC on July 25 and learned valuable information regarding employment law, sexual harassment (the MeToo movement), and handling discrimination claims.

The next New Hire Orientation is September 5, 2018. We will also have Customer Service Training on that date. The Wellness Committee met and discussed activities for the upcoming health and wellness fair and the option of providing an employee discount to the City's golf course. The HR Representative attended an information session in Raleigh on July 25 about the State Health Plan for 2019. Employee rates will remain the same; however there are some slight changes to the 80/20 plan. The Blue designation discounts were eliminated, and there will no longer be a separate out-of-pocket maximum for medical and prescription costs. There will be one out-of-pocket maximum. A copy of the changes will be made available within the next several days. Open Enrollment posters were distributed to all departments and information sessions will be held throughout the month of September. **Open enrollment is September 30 - October 31, no exceptions.** Employees will be defaulted to the 70/30 plan and will have to access the portal if they wish to switch to the 80/20 plan. Inroll, the supplemental plans portal, is live and ready for employee access.

This month's safety highlights include the following:

- Portable fire extinguisher training was held throughout the City on various dates. Make-up sessions will be held in August.
- Provided education to Public Works superintendents and supervisors on the importance of performing daily pre-task inspections. Developed a checklist so that staff would gain greater awareness in hazard recognition.
- Visited Wayne Community College to request/inquire about driver training course information.
- Performed pre-needs assessment for personal injury and vehicle accident (at-fault) damages that have been reported since January 1, 2018. Information collected will be used to provide a cost analysis and submit a year-end assessment to see what the City is paying.
- Attended the Eastern Carolina Safety and Health Conference meeting on July 19<sup>th</sup>.
- Removed and discarded two fall protection harnesses for Building Maintenance employees. Harnesses were unsafe to use.
- Several policies are being updated and new policies are under review due to ensure compliance with OSHA standards.
- Requested that Fire Prevention and Emergency Action Plan Safety Policies be updated.
- Performed site inspections at the Transfer Station on July 18 and and Building Maintenance July 25.
- Safety Committee meetings were held July 17 and July 31. Two personal injury cases were reviewed and eight vehicle accident cases were heard. Committee members also voted for chairperson and vice-chairperson.
- OSHA consultative visits were held July 26 and July 31 at Public Works Complex. Officers evaluated Streets and Storms Division, Stormwater, Distribution & Collections, and Solid Waste. Follow-up submitted to departments regarding abatement procedures noted in OSH consultative report.

This month's health beat training was **Fundamentals of Exercise**. 91 employees attended the sessions. There were 53 clinic visits this month.

Random Drug Screens	Post-Accident Drug Screens
Non-DOT: 6 tested; 1 breathalyzer – All negative	Non-DOT: None tested
DOT: None tested this month.	DOT: 1 tested – Negative

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	264	247	266	204	274	231	398						269
New Hires*	9	2	3	2	2	5	7						4
Separations*	3	3	3	4	7	3	6						4
Vehicle Accidents	3	0	1	3	2	6	8						3
Workers Compensation	2	0	3	1	1	2	2						2

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

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

- Due to lack of a quorum, the scheduled Commission on Community Relations and Development meeting for Tuesday, July 10, 2018 was adjourn with no official business discussed. The next scheduled meeting is Tuesday, September 11, 2018 at 6:00pm.
- Community Relations received one (1) housing complaint, two (2) requests for assistance with resources, and seven (7) requests for assistance with property repairs. The alleged violation by a citizen under the Minimum Housing/Landlord Tenant Laws included: one (1) housing complaint against the president of the Homeowner's Association for unfair treatment and neglect of property.

The two (2) requests for assistance with resources were for community-based information. The seven (7) requests for assistance with housing repairs were for issues related to plumbing, leaking roofs, and/or structural damages to the properties. All complaints were submitted through the 311 GIS system or to the appropriate City Department for resolution or designated community/state resources.

- On July 20<sup>th</sup>, the 2018 Summer Youth Employment Initiative (SYEI) program had thirty-(30) youth employees to end their work assignments at various designated Worksites for Track 1. On July 9<sup>th</sup>, the SYEI program had twenty-seven (27) youth employees to begin their work assignments at various designated Worksites for Track 2. The youth employees for Track 2 work assignments will end on August 17<sup>th</sup>.

For the month of July, the youth employees also completed three (3) scheduled training sessions at Wayne Community College as part of the program's comprehensive workforce development strategy. On July 19<sup>th</sup> Track 1 and 2 youth employees jointly attended a day trip to Beaufort, NC to visit the Aquarium and enjoy lunch on the Crystal Coast Lady "Wild Horse and Dolphin Scenic Cruise."

- The Community Relations Department joined with the Wayne County Bar Association Young Lawyer's Division, dedicated public servants from the branches of the Criminal Justice System and Community Activists within our City and County to host the 2018 Expungement Clinic on Saturday, June 30<sup>th</sup> from 9:00am to 5:00pm at the Wayne County Courthouse. During the Expungement Clinic, 324 Goldsboro and Wayne County residents participated and many were able to have their criminal records expunged and apply for employment. Final count for actual expungements have not been tallied.
- The Goldsboro Mayor's Youth Council (GYC) is in recess due to the summer break and will not meet again until September 5<sup>th</sup>. GYC members completed their State funded Mini-Grant Project at Wayne Community College the month of July. The GYC members constructing mechanical flowers with the College's Engineering Department and gifted them to local youth.
- The Mayor's Committee for Persons with Disabilities met on Thursday, July 19<sup>th</sup>. The next scheduled meeting is Thursday, September 20<sup>th</sup> at 12:00 pm.

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





## Monthly Report- July 2018

Prepared by: Sherry Archibald, Director

- July & August traditionally are slower in rentals; therefore, Paramount staff organizes all the annual required inspections and much needed maintenance after a busy rental season.
- Rigging inspection was complete in July.
- Paramount & GEC staff met for quarterly staff meeting.
- Staff met with Wayne Community College Foundation & Arts Council of Wayne to create collaborations for the 2018/2019 Performing Arts Series.
- Staff have worked with the Paramount Theatre Foundation for the annual fundraising drive.
- A church play brought a big audience from Clayton and Raleigh area. StageStruck performed their annual camp performance and the Princess of NC set-in to prepare for their annual statewide pageant.
- Paramount staff participated in the following meetings, presentations or training: Dance Touring Initiative Conference Call, Paramount Technicians Meeting, Reading Between the Wines Committee meeting, Fire Chief Welcome, DGDC's Promotions Committee, United Way of Wayne County's Marketing meeting.
- Expenses -July \$55,630.96      Labor - \$16,092.90 /Operational - \$39,538.06  
Revenue -July \$6,293.64      Rentals -\$5,948.00/Tickets \$345.64/Concession \$

	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	Average 2018	Total
Exp	\$32,968	\$25,012	\$48,050	\$39,962	\$32,137	\$24,298	\$55,630						\$36,865	\$258,057
Rev	\$16,549	\$7,471	\$35,001	\$8,954	\$15,408	\$11,597	\$6,293						\$14,467	\$101,273
	Jan-17	Feb-17	Mar17	April17	May17	June17	July17	Aug17	Sept17	Oct17	Nov17	Dec17	Average 2017	Total
Exp	\$35,209	\$28,009	\$42,454	\$25,801	\$31,732	\$18,825	\$39,124	\$23,925	\$31,356	\$44,428	\$54,422	\$32,621	\$33,992	\$407,906
Rev	\$12,929	\$13,197	\$21,544	\$3,845	\$22,670	\$5,648	\$6,097	\$18,040	\$3,454	\$21,841	\$17,422	\$24,984	\$14,305	\$171,671



- The Goldsboro Event Center was utilized for 12 uses in July including a wedding, Chamber event, reunions and golf workshops. Four of the 12 uses were internal uses; therefore, non-income producing.
- Staff are advertising and interviewing for Building Attendants and Bartenders.
- GEC Manager, Ben Farlow is providing daily tours for drop-in guests and contacting future renters for confirmation of rental details.
- Expenses-July \$9,083.32      Labor - \$5,111.61/Operational - \$3,971.71  
Revenues-July \$7,971.07      Rentals -\$6,451.04/Concessions-\$1,520.03

	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	Average 2018	Total
Exp	\$5,379	\$7,310	\$14,096	\$14,484	\$7,852	\$7,072	\$9,083						\$9,325	\$65,276
Rev	\$2,890	\$5,556	\$7,526	\$15,201	\$9,980	\$4,309	\$7,971						\$7,633	\$53,433
	Jan-17	Feb-17	Mar17	April17	May17	June17	July17	Aug17	Sept17	Oct17	Nov17	Dec17	Average 2017	Total
Exp	\$7,619	\$6,442	\$50,093	\$8,627	\$14,882	\$9,201	\$12,472	\$8,056	\$9,183	\$17,808	\$9,840	\$14,042	\$14,022	\$168,265
Rev	\$2,100	\$7,096	\$8,792	\$6,826	\$15,356	\$5,077	\$9,924	\$8,073	\$6,221	\$5,052	\$13,174	\$7,788	\$7,956	\$95,479

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

# Goldsboro Inspections Department

## Monthly Report – July 2018

Prepared by: Allen Anderson

The valuation of all building permits issued during the month of July totaled \$4,834,719. Four (4) of these permits were new residential single-family dwellings at a valuation of \$1,000,181.

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 \$2,023,802.

All permit fees collected for the month totaled \$65,146. Of the permit fees collected for the month, \$4,275 was collected in technology fees. Plan review fees collected during the month totaled \$1,850. Business Registration fees collected \$7,860.

The Inspectors did a total of 675 inspections for the month. During the month of July six (6) business inspections were completed. A total of 344 permits were issued for the month. Forty-two (42) plan reviews were completed for July. We now have a total of 161 residential structures in the Minimum Housing Process and 10 commercial structures in the Demolition by Neglect Process.

<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
Residential (thousands)	\$848	\$518	\$1345	\$786	\$1389	\$1,589	\$1,000						\$1,068
Miscellaneous**(millions)	\$2	\$2	\$2	\$3	\$2	\$1	\$2						\$2
Permit Fees (thousands)	\$31	\$33	\$30	\$31	\$48	\$51	\$65						\$41
Inspections (total)	524	539	544	564	582	692	675						589
Permits Issued (total)	258	263	284	295	418	351	344						316
Plan Reviews Completed	75	41	52	74	85	39	42						58
Minimum Housing in Process	163	163	143	152	152	152	161						155

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

**Downtown Development Department  
July 2018**

**Prepared By: Julie Metz, Director**

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

- Staff continued to work through TIGER VIII developments and held Streetscape Public Input Meetings on July 30<sup>th</sup>.
- Staff met with (or conversed by email/phone) with 17 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Staff met with and visited 14 current business owners during the month.
- Julie is part of the Strategic Plan Team and has met multiple times with the group over the month to develop the Plan.
- Julie facilitated the Public Art Steering Committee launch and the start of the selection process.
- Staff worked with the Core Strategic Plan Committee to help develop the Strategic Plan.
- Staff worked through activities related to the Union Station roof replacement.
- Staff continued marketing outreach for Say I Do to Downtown.
- Staff compiled and submitted the 2017-2018 Main Street Statistics to the NC Main Street organization.

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

- Staff created ads for Go, Buzz, WGBR, 107.9, digital billboards and News-Argus for upcoming city and DGDC events and filmed WGTV and WRAL segments.
- Staff attended the City Council Work Sessions/Meetings on July 2<sup>nd</sup> and July 16<sup>th</sup>.
- Staff attended multiple Merchants Association meetings throughout the month.
- Staff attended a Wayfinding meeting on July 10<sup>th</sup>.
- Staff attended Design Training at NC State University on July 9<sup>th</sup> and July 11<sup>th</sup>.
- Staff held a Meet and Greet with Kim Krentz (Downtown Pharmacy) at City Hall on July 10<sup>th</sup>.
- Staff attended an ECU partnership meeting on July 11<sup>th</sup>.
- Staff attended the Downtown Pharmacy Ribbon Cutting on July 12<sup>th</sup>.
- Erin presented at the Optimist Club on July 17<sup>th</sup>.
- Staff attended the NC Main Street Regional Meeting in New Bern on July 18<sup>th</sup>.
- Staff attended the NC Poultry Festival planning meeting on July 19<sup>th</sup>.
- Julie presented to the 2018-19 Public Art Steering Committee on July 19<sup>th</sup>.
- Erin presented at the Newcomer Orientation event at SJAFB on July 21<sup>st</sup>.
- Staff attended the Taste of Wayne Planning Committee meeting on July 23<sup>rd</sup>.
- Julie conducted Streetscape Public Input meetings on July 30<sup>th</sup>.
- Staff met with a representative from the ECU School of Business on July 31<sup>st</sup>.

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

- Staff facilitated and attended the following monthly meetings; DGDC Board (7/18), DGDC Executive Committee (7/11), DGDC Promotions Committee (7/10), DGDC EV Committee (7/10), DGDC Design Committee (7/10).
- DGDC/Downtown Annual Sponsorship Campaign: An effort to raise money to fund Center Street Jams and other DGDC Board downtown events and activities for the year. Staff assists with the administrative needs.
- Staff continued coordination efforts for the Annual Dinner on September 21<sup>st</sup>.

**Upcoming Events/Activities:**

- Center Street Jam featuring Spare Change on August 9<sup>th</sup> at 6:00 p.m.
- StreetBeats: Acoustic Jam Session on August 10<sup>th</sup> at 5:00 p.m.
- Center Street Jam featuring The Embers on August 23<sup>rd</sup> at 6:00 p.m.
- StreetBeats: Acoustic Jam Session on August 24<sup>th</sup> at 5:00 p.m.

**Businesses Opening/Properties Purchased:**

- Artistic Dance Academy – 228 N. Center Street – Coming Soon
- The Firehouse (event space) – 109 E. Ash Street – Coming Soon
- Barrique- 217 N. John Street- Coming Soon

# Information Technology

## Monthly Report – July 2018

Prepared by: Jamie Metz

- Configured and installed GETAC body cameras for the Goldsboro Police Department.
- Conducted interviews for vacant Help Desk/Administrative Support position.
- Provided Parks & Recreation with drone footage of the “Tube the Neuse” event.
- Continue to provide support for QS/1 software monthly training.
- The electronic Personnel Action Form went live within CODA.
- Safety Inspection/Violation tracking system went live within CODA.
- Replaced camera on the rooftop of City Hall. Configured and adjusted for optimal viewing. Reconnected with CBS-17 to confirm their continued ability to access for weather viewing purposes.
- Imported 2,925 incident records from Spillman to our in-house police data management system, SPEDE, so that case numbers of future incidents will begin with the proper incident number.
- Installed and configured new storage devices at primary and disaster recover sites for backup storage.
- Upgraded our virtual machine host server to Windows Server 2016 and tested to ensure compatibility with other system devices. Other hosts will be upgraded to the newest platform available based on the success of this test upgrade.
- Installed and configured a wireless access point for the mobile unit at Public Works.
- Upgraded the ArcGIS and the ArcGIS Web Adapter.
- Installed printer in billing office to for the new utility billing software, QS/1.
- Installed and configured new device for storage of police body camera and in-car camera footage. Redundant device located at DR site.
- Deployed GETAC virtual servers to manage video software.

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	578	535	568	494	408	458	494						505
Tickets Closed	504	544	648	496	389	468	451						500

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	492	427	530	357	349	410	367	538	403	520	461	401	439
Tickets Closed	483	448	492	344	326	401	356	543	409	470	427	380	427



## Monthly Highlights

**D&C:** Responded to 22 after hours calls for a total of 33 hours.

**Streets & Storms:** Cleared 3 blockages from ditch behind Bay Leaf subdivision; assisted with bus shelter installations. Repaired four cave ins.

**Bldg. Maintenance:** Installed new plumbing for modular unit at Fire Station #4; Installed wiring for 11 cameras at Multi Sports Complex, Installed two bus shelters. Began downtown sign removal project.

Departments		2018												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	7.4	2.9	4.0	24.0	19.0	26.3	77.5						23.0
	Lines Camera'd (1000-ft)	5.1	3.3	4.6	9.5	12.5	10.3	9.3						7.8
	Water Repairs	87	25	25	45	47	64	71						52.0
	Sewer Repairs	4	14	9	12	20	13	17						12.7
	Hydrants Replaced/Fixed	3	32	38	45	42	23	30						30.4
	Meter Install/Changed	25	32	28	36	49	76	60						43.7
Bldg Maint.	Radio, Electrical, Bldg	225	195	167	224	268	204	158						205.9
	Sign Repairs	43	72	51	70	13	77	36						51.7
Garage	Total Work Orders	360	341	322	366	337	316	299						334.4
	Total Fuel Cost (x1000)	\$ 55	\$ 47	\$ 55	\$ 55	\$ 60	\$ 60	\$ 60						56.0
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.8	0.9	1.0	0.9	0.9						0.9
	Recyclables (tons)	102	107	82	101	59	93	79						88.8
	Leaf-n-Limbs (x1000 tons)	0.5	0.7	0.8	1.1	0.8	0.9	0.9						0.8
Cemetery Funerals		8	9	6	8	5	6	6						6.9
Streets & Stormwater	Utility Cut Repairs	0	14	10	12	30	37	23						18.0
	Pot Hole Repairs	45	82	50	20	45	25	61						46.9
	Streets Swept (miles)	82.5	229	171	229	197	143	192						177.6
	ROW Mowing (ac)	0	0	3	8.0	68.9	167.0	16.6						37.6
	City-Owned Lots Mowing	0	0	0	135	318	410	159						146.0
2017														
Distribution & Collections	Utility Line Maint (1000-ft)	33.5	28.0	35.9	21.4	21.3	7.6	6.1	32.7	19.2	13.4	11.1	12.8	20.3
	Lines Camera'd (1000-ft)	4.5	17.5	6.3	10.7	15.2	8.1	12.5	11.1	12.3	12.3	13.3	6.5	10.9
	Water Repairs	42	20	27	35	28	28	20	30	22	23	39	29	28.6
	Sewer Repairs	55	48	105	100	90	19	14	26	39	12	9	5	43.5
	Hydrants Replaced/Fixed	24	18	64	53	38	24	45	32	58	38	40	8	36.8
	Meter Install/Changed	48	37	43	19	55	41	18	34	20	42	34	18	34.1
Bldg Maint.	Radio, Electrical, Bldg	164	108	136	137	156	155	126	174	176	128	183	117	146.7
	Sign Repairs	65	96	61	46	70	75	72	33	53	91	25	28	59.6
Garage	Total Work Orders	334	320	387	304	277	299	292	415	280	370	290	260	319.0
	Total Fuel Cost (x1000)	\$ 57	\$ 51	\$ 56	\$ 49	\$ 55	\$ 58	\$ 50	\$ 68	\$ 58	\$ 60	\$ 54	\$ 41	54.8
Solid Waste	Refuse (x1000 tons)	0.9	0.7	0.9	0.8	0.9	0.9	0.9	0.9	0.81	0.9	0.8	0.8	0.9
	Recyclables (tons)	70	86	83	107	116	88	81	117	110	106	88.5	111	97.0
	Leaf-n-Limbs (x1000 tons)	0.7	0.8	0.9	0.8	1.0	0.8	0.8	0.9	0.87	0.81	1.04	1.16	0.9
Cemetery Funerals		3	6	3	5	6	2	8	5	6	3	5	5	4.8
Streets & Stormwater	Utility Cut Repairs	15	25	11	13	5	17	24	17	13	6	13	15	14.5
	Pot Hole Repairs	57	42	52	48	57	24	72	64	46	95	41	10	50.7
	Streets Swept (miles)	144	113	110	60.5	246	128	142	65	93.6	155	160	132	129.1
	ROW Mowing (ac)	0	0	0	16.0	28.0	8.0	23.5	12.0	5.0	26.0	36	0	12.9
	City-Owned Lots Mowing	0	0	0	101	123	211	266	182	190	175	72	0	110.0

## Public Utilities Department

### Monthly Report- *July 2018*

Prepared by: Michael Wagner



#### Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for July were 6.71 MGD. All of the city's 26 pump stations are operating well.

#### Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly. The annual river maintenance dredge on the Neuse River was complete. During cleanup, the divers discovered part of the intake screen nose cone damaged. It will not affect operation and the repair will happen once the river is clearer.

#### Compost Facility

Two hundred and twenty cubic yards of compost/mulch was sold in June 2018. A demo trommel screen was delivered at the end of July and there is compost and mulch available for sale.

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

2018 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.625	6.232	6.262	6.017	6.303	6.83	6.632						6.414
Sewer**	7.66	10.45	9.97	9.41	10.77	7.83	6.71						8.97
CY Compost	395	876	686	913	951	910	220						707

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

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

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

## Finance Department

### Monthly Report - July 2018

Prepared by: Kaye Scott, Finance Director

**FY 2018-19**

#### GENERAL FUND

		Actual	Adjusted Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
<b>Revenues</b>					
Tax Revenues		\$ 229,853	\$ 16,432,843	\$ 170,101	1.04%
License & Permits		34,263	382,650	38,880	10.16%
Revenue Other Agencies		2,024,548	18,324,082	1,559,197	8.51%
Charges for Services		366,983	5,220,718	394,430	7.56%
Capital Returns		12,203	324,884	47,977	14.77%
Miscellaneous Revenues		(1,042)	1,201,500	10,117	0.84%
FB Withdrawal/PO Appropriation			1,298,826		
Total		\$ 2,666,808	\$ 43,185,503	\$ 2,220,701	5.14%

		Actual	Adjusted Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
<b>Departmental Expenditures</b>					
Mayor/Council		\$ 36,655	\$ 347,375	\$ 31,480	9.06%
City Manager		83,411	1,382,024	128,202	9.28%
Human Resources Management		36,222	596,154	45,359	7.61%
Community Relations		26,603	161,085	36,080	22.40%
Paramount Theater		39,110	508,333	55,631	10.94%
Goldsboro Event Center		12,472	143,890	9,083	6.31%
Inspections		62,959	831,196	46,701	5.62%
Downtown Development		26,929	457,448	32,840	7.18%
Information Technology		101,274	1,711,817	147,018	8.59%
Public Works - Adm.		34,788	473,747	57,453	12.13%
Garage		186,096	2,308,330	226,062	9.79%
Garage Credits		(72,713)	(1,680,000)	(88,729)	5.28%
Building & Grounds		37,674	771,779	46,569	6.03%
Cemetery		32,577	329,995	24,624	7.46%
Finance		73,146	1,312,841	70,545	5.37%
Office Supplies Credits		(545)	(9,000)	(386)	4.29%
Planning & Redevelopment		160,344	1,530,223	202,347	13.22%
Postage Credits		0	(30,000)	(1,352)	4.51%
Streets & Storms - General		113,070	1,097,628	67,127	6.12%
Streets & Storms - Utilities		71,461	479,200	78,812	16.45%
Street Paving		0			0.00%
Solid Waste		217,270	2,927,194	244,214	8.34%
Engineering		88,423	995,111	66,271	6.66%
Fire Department		527,978	6,220,985	515,382	8.28%
Police Department		721,681	10,090,214	1,088,233	10.79%
Special Expense Fees		1,100,285	5,803,162	350,196	6.03%
Parks & Recreation		272,373	3,766,154	463,110	12.30%
Golf Course		75,399	658,620	61,129	9.28%
Total		\$ 4,064,942	\$ 43,185,503	\$ 4,004,001	9.27%

#### UTILITY FUND

			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>	
<b>Revenues</b>			<b>FY '17-18</b>	<b>FY '18-19</b>	<b>FY '18-19</b>	<b>Collected</b>	
	Charges for Services		\$ 1,240,998	\$ 16,778,500	\$ 1,387,585	8.27%	
	Capital Returns		2,186	37,900	6,649	17.54%	
	Miscellaneous Revenues		14,080	3,709,009	629,601	16.97%	
	FB Withdrawal/PO Appropriation		\$ -	\$ 1,708,064		0.00%	
	Total		\$ 1,257,264	\$ 22,233,473	\$ 2,023,835	9.10%	
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>	
<b>Departmental Expenditures</b>			<b>FY '17-18</b>	<b>FY '18-19</b>	<b>FY '18-19</b>	<b>Collected</b>	
	Distribution & Collections		\$ 228,811	\$ 3,595,982	\$ 184,530	5.13%	
	Water Treatment Plant		559,632	6,024,071	746,693	12.40%	
	Water Reclamation Plant		615,291	7,437,465	754,131	10.14%	
	UF - Capital		55,255	4,046,551	470,282	11.62%	
	Compost Facility		85,709	1,129,404	84,857	7.51%	
	Total		\$ 1,544,698	\$ 22,233,473	\$ 2,240,494	10.08%	
<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 '17-18</b>	<b>FY '18-19</b>	<b>FY '18-19</b>	<b>Collected</b>	
	Tax Revenues		\$ 893	\$ 72,155	\$ 530	0.73%	
	Capital Revenue		24	315	472	149.84%	
	FB Withdrawal/PO Appropriation			15,366			
	Total		917	87,836	1,002	1.14%	
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>	
<b>Departmental Expenditures</b>			<b>FY '16-17</b>	<b>FY '17-18</b>	<b>FY '17-18</b>	<b>Spent</b>	
	Downtown District		\$ 1,206	\$ 87,836	\$ 8,065	9.18%	
	Total		\$ 1,206	\$ 87,836	\$ 8,065	9.18%	
<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 '17-18</b>	<b>FY '18-19</b>	<b>FY '18-19</b>	<b>Collected</b>	
	Occupancy Tax/Civic Center		\$ 65,435	\$ 690,000	\$ 61,159	8.86%	
	Occupancy Tax/Travel & Tourism		16,359	170,000	15,290	8.99%	
	County of Wayne Occupancy Tax		15,703	170,000	-		
	Capital Returns/Misc./Property Sale		\$ 363	\$ 1,050	\$ 57,594	0.00%	
	FB Withdrawal/PO Appropriation			\$ 149,184			
	Total		\$ 97,860	\$ 1,180,234	\$ 134,043	11.36%	
			<b>Actual</b>	<b>Adjusted Budget</b>	<b>Actual to Date</b>	<b>YTD %</b>	
<b>Departmental Expenditures</b>			<b>FY '17-18</b>	<b>FY '18-19</b>	<b>FY '18-19</b>	<b>Collected</b>	
	Civic Center		\$ 93,450	\$ 818,261	\$ 215,491	26.34%	
	Travel & Tourism		26,541	361,973	53,658	14.82%	
	Total		\$ 119,991	\$ 1,180,234	\$ 269,149	22.80%	



STORMWATER FUND							
			Actual	Adjusted Budget	Actual to Date	YTD %	
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected	
	Stormwater Fee		\$ 629	\$ 1,504,000	\$ 122,613	8.15%	
	FB Withdrawal/PO Appropriation			10,861			
	Total		629	1,514,861	122,613	8.09%	
			Actual	Adjusted Budget	Actual to Date	YTD %	
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Spent	
	Stormwater Division		\$ 25,381	\$ 1,514,861	\$ 51,796	3.42%	
	Total		\$ 25,381	\$ 1,514,861	\$ 51,796	3.42%	

# PLANNING DEPARTMENT

## MONTHLY REPORT – JULY, 2018

Prepared by: Sally Johnson

### 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. The City received 0 hours of Community Service work during the month of July. Code Enforcement is now issuing \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City. During the month of July, 6 tickets were issued. Three tickets were paid in July.

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

## 2018

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	5	6	5	3	7	4	7						37	5
Historic District Comm. Cases	2/1	2/1	1/1	1/0	0/2	2/0	1/2						9/7	1/1
<b>Code Enforcement</b>														
Grass Cutting	0	0	0	0	102/ \$6,100	69/ \$4,540	65/ \$3,775						236/ \$14,415	34/ \$2,059
Junk Vehicles Tagged/Towed	30/1	22/ 2	23/ 3	16/5	21/3	20/5	18/3						127/19	18/3
Illegal Signs Removed	130	127	110	56	85	92	61						655	94
<b>Bags of Litter Picked Up</b>	331	473	583	316	552	437	319						3,011	430

## 2017

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	7	6	4	5	8	0	6	8	5	7	8	5	69	6
Historic District Comm. Cases	0/1	1/3	0/2	0/0	0/4	2/1	1/4	1/3	2/4	3/2	3/2	3/3	16/28	1/2
<b>Code Enforcement</b>														
Grass Cutting	0	0	0	35/ \$2,010	70/ \$4,075	77/ \$5,030	91/ \$5,080	61/ \$3,445	68/ \$3,970	43/ \$2500	20/ \$1135	1/ \$40	466/ \$27,255	39/ \$2271
Junk Vehicles Tagged/Towed	37/7	18/4	0/7	0/3	24/0	18/6	0/8	0/4	0/7	0/3	32/6	0/0	129/5 5	12/5
Illegal Signs Removed	76	57	65	24	18	119	160	62	24	59	173	96	933	78
<b>Bags of Litter Picked Up</b>	73	516	758	749	322	435	411	262	321	362	253	423	4,885	407

**ENGINEERING DEPARTMENT  
MONTHLY REPORT – JULY 2018**

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

**Stoney Creek Greenway**

- Staff is awaiting right of way certification form from NC Department of Transportation;
- The design process is 70% complete.

**Phase IV Sewer Collection Rehabilitation**

- T. A. Loving Company submitted the low bid of \$8,344,167.30 at the bid opening held on July 3, 2018;
- Council awarded contract to T. A. Loving Company on July 16<sup>th</sup> contingent upon approval of additional State Revolving Loan funding;
- Staff is coordinating with the Local Government Commission and the Division of Water Infrastructure for the approval of the additional funds;
- Start of construction anticipated September 2018.

**Center/Holly Street Water Tank Painting**

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

**SJAFB Sewer Outfall Improvements**

- Staff is preparing design plans and bid documents to replace the sewer line from SJAFB to the Stoney Creek Sewer Outfall;
- Staff is monitoring the SJAFB flow meter to estimate amount of bypass pumping required;
- Anticipated bid advertisement is September 2018.

**Glenwood Trail Storm Drain Replacement Project**

- City Council awarded a contract for \$257,710 to Smith-Rowe, LLC on May 21, 2018;
- Preconstruction conference was held June 20, 2018 with a notice to proceed date set for July 23, 2018;
- Contract completion date is December 24, 2018;
- A \$285,000 Golden Leaf Foundation Grant provides funding.

**2018 Street Improvement Project**

- Field survey work is complete and the design phase is in progress for this paving project pertaining to Oak Hill Drive from North Berkeley Boulevard to Green Drive and East Chestnut Street from South Slocumb Street to South Leslie Street;
- Design phase is 90% complete;
- The City Attorney is coordinating the acquisition of the required additional right of way.

**2018 Street Resurfacing**

- Bid opening scheduled for August 21, 2018.

**Beech Street Sanitary Sewer Improvements**

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

**Best Management Practices (BMPs) Inspections**

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

# Goldsboro Fire Department

## Monthly Report – July 2018

Report Prepared By: Joseph Dixon JD/CL

### Fire Prevention and Outreach

- 7/3, 7/10, 7/17, 7/24, 7/31 – Community Outreach – Summer Splash Days – West Haven Apartments
- 7/4, 7/11, 7/18, 7/25 – Community Outreach – Summer Splash Days – The Grand at Day Point Apartments
- 7/4, 7/11, 7/18, 7/25 – Community Outreach – Summer Splash Days – Lincoln Homes
- 7/4 – Community Service – Fireworks - Berkeley Mall
- 7/5, 7/12, 7/19, 7/26 – Community Outreach – Sprinkler Fun Days – Cornerstone Commons
- 7/6, 7/13, 7/20, 7/27 – Community Outreach – Summer Splash Days – Fairview Homes
- 7/10 – Public Education – Station Tour – Station 1
- 7/12, 7/26 – Community Outreach – Center Street Jam – John Street
- 7/14 – Community Service – Tube the Neuse – Neuse River – Swift Water Rescue Team
- 7/14 – Public Education – Station Tour – Station 2
- 7/14, 7/18, 7/30 – Community Service - Car Seat Safety Check
- 7/16 – Public Education – Goldsboro YMCA Preschool
- 7/18 – Public Education – The Partnership for Children of Wayne Country
- 7/19 – Public Education – Parks and Recreation Summer Camp – Herman Park Center
- 7/21 – Community Service – Water Fun and Food Day – West Haven Apartments
- 7/24 – Public Education – Harris Teeter
- 7/25 – Public Education – Back to School Event – West Haven Apartments
- 7/27 – Public Education – Little Warriors Child Care Center
- 7/30 – Public Education – Station Tour – Station 1
- 7/31 – Public Education – New Life Child Care

### Working Structure Fires

- 7/11 – 103 W Lockhaven Dr.

### Working Vehicle Fires

- 7/18 – 2315 E Ash St.

<u>2018</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>	234	165	196	197	208	182	195						197
<b>Structure Fires:</b>	3	6	2	2	6	2	1						3
<b>EMS Calls:</b>	63	52	63	68	89	69	71						68
<b>Vehicle Accidents:</b>	49	22	39	27	38	34	38						35
<b>Fire Alarms:</b>	49	34	44	35	38	38	47						41
<b>Other:</b>	70	51	48	65	51	39	38						52
<b>Training Hours:</b>	2683	2871	2149	2172	1962	1878	2776						2356
<b>Safety Car Seat Checks:</b>	2	10	10	9	10	4	3						7
<b>Inspections:</b>	52	67	68	95	102	106	99						84
<u>2017</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>	268	227	226	206	212	194	204	177	210	218	192	204	212
<b>Structure Fires:</b>	3	4	6	2	2	3	4	4	0	4	4	7	4
<b>EMS Calls:</b>	112	100	99	84	71	69	70	65	86	88	52	79	81
<b>Vehicle Accidents:</b>	33	35	40	35	38	37	29	27	34	43	38	40	36
<b>Fire Alarms:</b>	53	35	38	36	43	43	55	42	43	36	36	32	41
<b>Other:</b>	67	53	43	49	58	42	46	39	47	47	62	46	50
<b>Training Hours:</b>	3209	2870	3457	2153	2001	2020	1532	1686	1587	2496	1939	1286	2186
<b>Safety Car Seat Checks:</b>	6	16	10	8	12	11	5	13	53	6	2	6	12
<b>Inspections:</b>	31	57	53	56	113	120	99	113	70	51	63	37	72

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



## Goldsboro Police Department Monthly Report - July 2018

Report Prepared by: Michael D. West MDW/KB

Total UCR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft and arson) for July 2018 were 261 compared to 257 for June 2018.

Property with an estimated value of \$167,483 was reported stolen while property with an estimated value of \$90,392 was recovered.

Officers arrested 181 people and 329 citations were issued during the month. There were 69 drug -related charges.

There were 1 report(s) of assault on an officer.

Revenue collected for June 2018 included:

Police Reports	\$286.00
Fingerprints	\$50.00
Special Events	\$25.00

UCR COMPARISON & TREND														
2018	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	0	0	0	0	0	0	0						0	0.0
Rape(&attempts)	2	1	0	2	1	0	2						8	1.1
Robbery	1	10	7	5	4	6	6						39	5.6
Aggravated Assault	6	12	11	13	15	13	17						87	12.4
Simple Assault	34	29	55	34	32	32	24						240	34.3
Breaking & Entering	40	27	23	31	37	41	36						235	33.6
Larceny	129	115	126	134	132	121	127						884	126.3
Motor Vehicle Theft	7	4	7	7	7	5	6						43	6.1
Arson	0	2	0	0	0	1	1						4	0.6
Fraud	46	33	22	34	42	38	42						257	36.7
<b>TOTALS</b>	<b>265</b>	<b>233</b>	<b>251</b>	<b>260</b>	<b>270</b>	<b>257</b>	<b>261</b>						<b>1797</b>	<b>256.7</b>
2017	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE														
Homicide	1	0	0	0	4	0	0	0	0	2	3	1	11	0.9
Rape(&attempts)	0	0	0	0	0	1	0	0	0	0	0	0	1	0.1
Robbery	8	6	9	2	3	10	5	10	2	7	7	12	81	6.8
Aggravated Assault	17	23	25	12	18	13	9	20	21	21	20	14	213	17.8
Simple Assault	24	29	35	38	31	29	48	46	42	24	23	18	387	32.3
Breaking & Entering	24	25	29	45	35	23	34	18	34	23	42	43	375	31.3
Larceny	145	104	126	105	135	122	140	142	122	131	113	141	1526	127.2
Motor Vehicle Theft	7	1	9	3	4	9	7	8	0	2	8	7	65	5.4
Arson	0	0	0	0	0	0	0	0	0	0	1	2	3	0.3
Fraud	36	30	37	54	44	31	34	39	41	30	30	27	433	36.1
<b>TOTALS</b>	<b>262</b>	<b>218</b>	<b>270</b>	<b>259</b>	<b>274</b>	<b>238</b>	<b>277</b>	<b>283</b>	<b>262</b>	<b>240</b>	<b>247</b>	<b>265</b>	<b>3095</b>	<b>257.9</b>

Prepared by: *W. Scott Barnard* SB/FLB/PM[illegible][illegible]



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

- ♣ 222 inquiries were fulfilled for the month of July by the TTO— 92 incoming phone calls, 90 visitors to the office, and 40 e-inquiries. 130 promotional items were donated to groups staying in local hotels.
- ♣ Total hotel revenue generated in June was \$1,580,251, which is down 2.4% YOY. July earnings not released yet.
- ♣ For the month, TTO Facebook page has had 75 new page likes. Instagram page has 19 new followers. Twitter page has gained 0 new followers.
- ♣ During the first week of July, TTO attended the swearing in ceremony of the new Fire Chief, worked with Igoe Creative to finalize media plan for the new fiscal year, and met the new General Manager of the soon-to-open Home2 Suites by Hilton.
- ♣ On July 5<sup>th</sup>, TTO released the RFP for WOW 2019 Media Services to over 40 ad agencies throughout NC and neighboring states. Several phone calls with interested ad agencies were scheduled for the following week to answer questions before submitting proposals. Deadline is August 3<sup>rd</sup>.
- ♣ On July 10<sup>th</sup>, Ashlin joined Kaye Scott, and Allison Speight joined a webinar conducted by UNC’s School of Government to discuss occupancy tax and the difficulty of collecting occupancy taxes from AirBnB, and other comparable lodging companies.
- ♣ Ashlin and Amber began the onboarding process for CrowdRiff. The process entailed setting up links to the social media accounts, learning how to create galleries, acquire hashtag rights, and organize existing and new content within the portal.
- ♣ TTO secured several new sponsorships for the NC Poultry Festival, and Amber is attending festival planning meetings to stay informed of event aspects, such as helicopter rides, Jerrod Niemann’s needs, VIP Tent food, as well as passing out festival posters to local businesses.
- ♣ Parks & Rec and TTO met with Fight Lab, a MMA Cage Fighting promotions company based in Charlotte, to discuss branching out their fight series to eastern NC. This top notch production is on the books at the WA Foster Center for November 17<sup>th</sup>, and is expected to generate 120 room nights to the local hotels for fighters, coaches, and staff. Spectators could increase hotel night demands.
- ♣ On July 13<sup>th</sup>, TTO met with the local hoteliers to discuss upcoming events in the fall that generate room nights. Additionally, Ashlin offered to come to the hotel’s front desk meetings to talk about great suggestions for things to do in the area when guests inquire. Hotel visits are being scheduled for August and September.
- ♣ Ashlin, Scott Barnard, and Scott Stevens met to discuss attending the Connect Sports and TEAMS conferences in a continued effort to book the Bryan Multi-Sports Complex with events producing noticeable room nights for area hotels. Parks & Rec staff will attend Connect Sports, and pending success there, TTO will attend the TEAMS conference to reinforce prospects and relationships with planners. Ashlin has met with IT to create a 30 sec sports tourism video to use as a tool with planners, as well as “one sheets” on the Maxwell Center and the Complex are being created to pitch to event planners.
- ♣ HVS released the Hotel and Market Study for the Maxwell Center in draft form. The study proved the local hotel market could support 130 rooms in an upscale, select-service hotel with a 13.5% rate of return for investors over a 10-year holding. Marketing collateral and solicitation material are in the works to attract a hotel developer.
- ♣ Ashlin has started initial planning for the USTA Singles Championship weekend in October. From volunteers to hotel blocks and the Player’s Party, the event plans are falling into place nicely.
- ♣ TTO has partnered with UNC Wayne Healthcare Systems to sell I “Heart” Jet Noise t-shirts in their gift shop.

**Occupancy Tax Collections YTD**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
<b>2018-19</b>	\$76,448												<b>\$76,448</b>	<b>\$76,448</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>
<b>2016-17</b>	\$69,073	\$77,434	\$67,869	\$58,613	\$86,744	\$87,662	\$63,904	\$60,529	\$75,368	\$68,577	\$64,312	\$64,218	<b>\$844,303</b>	<b>\$70,359</b>