

MINUTES OF THE MEETING OF THE CITY COUNCIL HELD
MARCH 16, 2020

WORK SESSION

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on March 16, 2020 with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Bill Broadaway
Councilmember Antonio Williams
Councilmember Taj Polack
Councilmember Brandi Matthews
Councilmember David Ham
Councilmember Gene Aycock
Ron Lawrence, Attorney
Tim Salmon, City Manager
Melissa Capps, City Clerk
Jennifer Collins, Planning Director
Scott Williams, IT Director
Octavius Murphy, Assistant to the City Manager
Felicia Brown, Interim P&R Director
Rick Fletcher, Public Works Director
Joseph Dixon, Fire Chief
Bernadette Dove, HR Director
Catherine Gwynn, Finance Director
Shycole Simpson-Carter, Community Relations Director
Allen Anderson, Chief Building Inspector
Adam Twiss, Paramount Theatre and Goldsboro Event Center Director
Marty Anderson, City Engineer
Erin Fonseca, Interim DGDC Director
Scott Satterfield, Business & Property Development Specialist
Ken Conners, News Director, Curtis Media Group
Eddie Fitzgerald, News Argus Reporter
Keyon Carter, Citizen
Yvonnia Moore, Citizen
Doug McGrath, Citizen (arrived at 5:18 p.m.)

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

Adoption of the Agenda. Councilmember Polack stated he would like to add an update from the Fire Department on efforts with coordinating with other agencies regarding the corona virus. Upon motion of Councilmember Aycock, seconded by Councilmember Polack and unanimously carried, Council adopted the agenda with the addition.

Ratification of Actions Taken at the Council Meeting on March 2, 2020. Attorney Lawrence stated at the last meeting there were motions made but no seconds. Attorney Lawrence stated there would need to be a motion to ratify the votes and action taken at the March 2, 2020 Council meeting.

Councilmember Aycock made a motion to ratify the votes at the last meeting, the motion was seconded by Councilmember Williams. Mayor Allen, Mayor Pro Tem Broadaway, Councilmember Williams, Matthews, Ham and Aycock voted in favor of the motion. Councilmember Polack did not vote, therefore, his vote is recorded as affirmative vote pursuant to NCGS 160A-75. The motion passed.

Summer Youth Employment Initiative. Councilmember Williams stated research shows that summer employment programs help youth build valuable skills. 75% of youth have participated in summer employment improve their work readiness skills, they build time management skills and do better in school. We have even heard our chief of police say he has

seen a drop in juvenile crime since the program. Programs such as these help us on many levels, because not only do they help youth build necessary skills they help to supplement the much needed income for their families. This income impacts local businesses as well as young people. They are spending their earned income in Goldsboro. If I have the support of my council in expanding the program and lowering some of the restrictions for worksites. Myself and Mayor Allen attended a summer youth employment class in Charlotte and they said it is vital these programs grow every year. We already have other cities who are switching their programs to year-round programs. We are talking about our kids who are our future and for that reason we should leave no stone unturned. Our objective should always be what more can we do to help the young people in this community. Let's work with businesses in this community who want to be worksites, let's relax restrictions that require they be responsible for training and mentoring for the full time while the youth are there. We have a lot of organizations in the community that provide men touring so let's reach out to them. Also since the program will have time set aside for the youth to help train them on financial literacy and all other mentoring style skills taking place outside the workplace it seems to be repetitive to have the business do this. I think we will get more businesses to sign up if we just allow them to do what the program is designed for and that is to train our young people and then allow them in turn to get hands-on experience. I think most of us can agree getting experience on how to do the job is the best teacher of skill building. I have gotten a lot of feedback from business owners, constituents and the young people in the community and the consensus is they would like to see the program expand and more worksites allowed. They want solutions and opportunities.

Councilmember Williams stated I have a question regarding page one in the packet. Councilmember Williams asked who is the Selection Committee, they seem to speak prematurely since we do not know as of yet who the worksites will be. If we want to give real life experience to our youth then we have to prepare them to know most employers will not have time to just mentor them, and most employers will just focus on training them to properly do the job they expect. There should be an option for a paper application as everyone does not have internet access. If we are going to do strictly on the internet we should have locations available for them to fill out an application. Salary should be one rate, I believe it should be \$7.25 across the board. There is also conflicting information being sent out on the open application dates. I would also like to know what our marketing strategy is.

Councilmember Polack stated if I may piggyback as far as the paper applications, I believe that may be more feasible and the deadline may need to be extended since they are not in school at this time.

Ms. Shycole Simpson-Carter stated the program you have was from the Retreat, if we would have been approved at that time we could have done that. When the News Argus called I informed them I would be coming before Council to ask can we do March 23rd through April 24th. This would allow us time to do an email blast and radio. This would also allow us to do the same marketing as we did last year, radio, email, newspaper, city website and sponsoring partners' websites. The Housing Authority pays for their own youth and they choose their salary.

Additional discussion included paper applications and onboarding for the youth, number of participants, costs per participate and safety of the kids.

Ms. Simpson-Carter shared HR has a kiosk setup where applications can be filled out.

Mayor Allen suggested Ms. Simpson-Carter proceed and a week or two before the deadline for applications see where they are at.

Councilmember Matthews asked who was on the Selection Committee. Ms. Simpson-Carter stated the Selection Committee has always been the staff from the sponsoring partners, Ms. Renita Dawson, myself, Michele Wiggins, and Jennifer Pope. Ms. Simpson-Carter asked if Council was ok with the Selection Committee staying the same. Mayor Allen stated it has worked so far unless Council had a suggestion.

Corona Virus Update. Mr. Salmon stated the Mayor joined the Wayne County Board of Commissioners Chairman's State of Emergency Declaration last night. This is in response to the

NC Governor Cooper's announcement that all public schools shall remain closed until March 27, 2020. All City of Goldsboro offices remain open at this time. Please continue to reference our City website and Facebook pages for the most up to date information. City staff are postponing or canceling events over 50 people per recent CDC guidance, limiting work-related nonessential travel, and considering a telework policy for those who can do so for the immediate future (2 to 4 weeks). We have posted COVID-19 signs and hand sanitizers by government facility entrances. Please adhere to the signs, wash and sanitize your hands, and ask our residents and visitors to do so as well.

Chief Dixon shared information regarding emergency management and services. Chief Dixon stated one of the things I have stressed is the City of Goldsboro's Emergency Management Plan is outdated. It is important that we update our plan. Equipment needs were also discussed.

Mayor Allen asked if our after-school programs were still running. Ms. Felicia Brown stated we have suspended programs for two weeks. Ms. Brown stated if it is limited to 10 people it will limit how many we let into our facilities. Mr. Salmon stated if it is 10 we will have to essentially shutdown those recreation facilities.

Mr. Salmon shared information about a telework policy and daycare options.

Mayor Allen also shared information for feeding sites for students. Chief Dixon also shared information regarding meals for seniors.

Councilmember Williams asked to be excused from the next presentation.

Upon Mayor Pro Tem Broadaway, seconded by Councilmember Aycock and unanimously carried, Council excused Councilmember Williams.

Councilmember Williams left the room at 5:37 p.m.

HOME Program and Grant Opportunities. Ms. Shycole Simpson-Carter shared the following information:

City of Goldsboro HOME Program

The HOME Investment Partnership (HOME) Program was created by the National Affordable Housing Act of 1990 to create local partnerships for providing decent affordable housing to lower-to-moderate income (LMI) households. It was intended that local participating jurisdictions work with nonprofit organizations and private investment organizations within the community to achieve this goal. Cities may use their HOME funds to help renters, new homebuyers, or existing homeowners. The HOME Program is the largest Federal block grant for state and local governments designed exclusively to create affordable housing for low-income households. All HOME funds are funneled through the US Department of Housing and Urban Development (HUD).

Types of activities HOME funds can be used for include: construction of affordable housing (rental and single-family), acquisition (land or housing units), rehabilitating owner-occupied and renter-occupied housing and/or providing direct rental or down payment assistance to LMI individuals and families. The City has utilized its annual allocation of HOME funds to assist citizens, nonprofit organizations, and private investment organizations to make these types of activities available since 1994.

Projected Available HOME Funds

Conservative projection of available HOME funds from 3-11-2020 to 6-30-2022 possibly to commit to project(s): \$869,577

Conservative Two-Year Projections
 \$200,542 = FY20-21 (\$14,190 decrease from FY19-20 allocation)
 \$182,290 = FY21-22 = (five-year average)
 \$ 38,283 = (10% admin cost from both fiscal year – must be deducted)
\$344,549 Conservative Two-Year Availability of HOME funds (after)

Balance of available HOME funds as of 3-11-2020 that can be committed to project(s): \$525,027.59

Program	Grant Year	Grant #	Current Authorized Amount	Grant Status	Net Drawn Amount	IDIS Grant Balance	Action
HOME	2019	H-18-MC-37-0209	\$214,732.00	Active	\$16,752.06	\$195,979.94	View
HOME	2018	H-16-MC-37-0209	\$228,922.00	Active	\$18,570.73	\$210,351.27	View
HOME	2017	H-17-MC-37-0209	\$196,231.00	Active	\$61,735.19	\$96,495.81	View
HOME	2016	H-16-MC-37-0209	\$199,429.00	Active	\$17,426.43	\$82,202.57	View
HOME	2015	H-15-MC-37-0209	\$149,938.00	Active	\$149,938.00	\$0.00	View
HOME	2014	H-14-MC-37-0209	\$159,653.00	Active	\$159,653.00	\$0.00	View
HOME	2013	H-13-MC-37-0209	\$153,186.00	Active	\$153,186.00	\$0.00	View

Proposals Seeking HOME Funding – CHDO Activity

	Housing Authority of the City of Goldsboro	Tiffany Gardens, LLC	Habitat for Humanity of Goldsboro-Wayne	Rebuilding Broken Places, CDC
Project Name:	Park Court	Tiffany Garden, LLC	821 & 811 Luther Drive	Faith Estates
Proposed Project Cost:	\$5,000,000	\$11,175,981	\$195,000	\$200,000
Number of Proposed Units:	48	72	2	6
Type of Proposed Units:	Rental	Rental	Single-Family	Single-Family
Proposed Bedrooms (B):	2B	12-1B, 29-2B, & 31-3B	3B & 5B	3B
Will Project Increase Existing Housing Stock:	No	Yes	Yes	Yes
New or Existing Units:	Rehab of Existing	New	New	New
Proposed Location:	1123 Maple Street	3227 Central Heights Rd.	821 & 811 Luther Drive	Orange Street (4 Lots) Lime Street (2 Lots)
Proposed Rent or Purchase Cost:	\$756	*for a 2B est. min. \$500	*\$95,000 & \$100,000	*\$141,000
Request of Funding From City:	\$375,000	\$500,000	\$70,000	\$200,000
Designated City HOME Units:	3	5	2	6
Amount from Other Funding Sources Reported:	\$4,625,000	\$10,675,981	\$125,000	\$48,000
	*Please note for Tiffany Gardens, LLC: NCHFA will determine rent restricted limits on all units, based on targeted income range of potential tenants at 40%, 60%, & 80% of Goldsboro median income. Gross rent will not exceed 30% of either 40%, 60%, and 80% of area median income, depending on the number of LHITC units. *Please note for HFH: The purchase price of the two housing units are before the appraisal value and other cost associated to closing; therefore, the purchase cost is subject to increase. *Please note for Rebuilding Broken Places: The purchase price of the six housing units are before the appraisal value and other cost associated to closing; therefore, the purchase cost is subject to increase.			

Recommendations for Funding through HOME Funds

Recommendation (1):				
	Housing Authority of the City of Goldsboro	Tiffany Gardens, LLC	Habitat for Humanity of Goldsboro-Wayne	
Project Name:	Park Court	Tiffany Garden, LLC	821 & 811 Luther Drive	
Request of Funding From City:	\$375,000	\$500,000	\$70,000	
Recommended Funding:	\$275,000	\$500,000	*\$94,000	
Number of Proposed Units & Type:	48 (Rehab of Existing Rental)	72 (New Rental)	2 (New Single-Family)	
Term:		2% - 20 years loan (Amortized over 30 years)		
Funds to be Disbursed:	\$275,000 - 4/30/2020	\$250,000 - 6/30/2021 \$250,000 - 2/1/2022	\$47,000 - 6/30/2020 \$47,000 - 9/31/2020	
	*Please note for HFH: \$94,000 equals the \$70,000 request for funding construction and providing \$12,000 per housing unit with down payment assistance to reduce the cost of the unit further for the homeowners.			

Recommendation (2):		
	Housing Authority of the City of Goldsboro	Tiffany Gardens, LLC
Project Name:	Park Court	Tiffany Garden, LLC
Request of Funding From City:	\$375,000	\$500,000
Recommended Funding:	\$369,000	\$500,000
Number of Proposed Units & Type:	48 (Rehab of Existing Rental)	72 (New Rental)
Term:		2% - 20 years loan (Amortized over 30 years)
Funds to be Disbursed:	\$369,000 - 4/30/2020	\$250,000 - 6/30/2021 \$250,000 - 2/1/2022

Recommendation (3):		
	Tiffany Gardens, LLC	Habitat for Humanity of Goldsboro-Wayne
Project Name:	Tiffany Garden, LLC	821 & 811 Luther Drive
Request of Funding From City:	\$500,000	\$70,000
Recommended Funding:	\$500,000	*\$94,000
Number of Proposed Units & Type:	72 (New Rental)	2 (New Single-Family)
Term:	2% - 20 years loan (Amortized over 30 years)	
Funds to be Disbursed:	\$250,000 - 6/30/2021	\$47,000 - 6/30/2020
	\$250,000 - 2/1/2022	\$47,000 - 9/31/2020
*Please note for HFH: \$94,000 equals the \$70,000 request for funding construction and providing \$12,000 per housing unit with down payment assistance to reduce the cost of the unit further for the homeowners.		

Ms. Simpson-Carter stated Recommendation (3) is staff and HUD’s recommendation. Council discussed options.

Councilmember Ham asked why did you eliminate the Housing Authority. Ms. Simpson-Carter stated I sent everyone an email and asked everyone do you really need this funding. CDBG and HOME Funds is not supposed to supplement funding. There is some perception that the Housing Authority has funding that they can utilize. Councilmember Ham expressed concerns about cutting out the Housing Authority.

Councilmember Aycock made a motion to accept Recommendation (3). Councilmember Polack asked the people that are going to be displaced due to the buyout, S. John Street, where do they fit into the equation. Mayor Allen stated if they own a house, then they would get a new house. Ms. Simpson-Carter stated but it does give them the option though if they cannot qualify for a mortgage, they can go into these new units. Councilmember Polack seconded the motion. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Polack, Matthews and Aycock voted in favor of the motion. Councilmember Ham voted against the motion. Mayor Allen stated the motion passed 5:1

Ms. Simpson-Carter reviewed the terms of the commitment letter. It is proposed to be a 2% loan on \$500,000, amortized over 30 year loan, but due in 20 years. We are proposing to defer the first 5 payments for the developer. On the 6th year, they would begin making payments. A final lump sum payment would be due in the 20th year.

Council discussed terms.

Upon motion of Councilmember Ham, seconded by Mayor Pro Tem Broadaway and unanimously carried, Council approved the 2% loan interest rate.

Grant Opportunity

2020 Hurricane Florence Response Grant

A grant through the Foundation for the Carolinas. Open to 501(c) 3 nonprofits, governments and community-based groups to apply for the final round of competitive grants from its Hurricane Florence Response Fund. Grants will be awarded to support both short-term projects, defined as nine to 12 months, and long-term, 16 to 24 months, recovery efforts for Hurricane Florence-impacted areas in North Carolina and South Carolina. Grant awards will range from \$100,000 to \$250,000. Award amounts will be determined based on project duration, merit and available funds. The foundation will consider all requests, but priority will be given to projects focused on basic needs, children and youth, new housing, temporary shelter, housing repair or mental health. Priority will be given to groups serving residents in Federal Emergency Management Agency disaster-declared counties. The project the grant is being written for is the Tiffany Garden LLC Low Income Housing Tax Credit project. The deadline for submission is not until March 27th and \$250,000 is being requested towards the project.

Councilmember Williams returned at 6:13 p.m.

Boards and Commissions Discussion. Ms. Melissa Capps shared there is currently one vacancy on the Local Firefighters Relief Fund Board, one vacancy on the Historic District Commission and one vacancy on the Golf Course Committee . A copy of the applications received were provided to Council. If Council has any recommendations for appointment, staff will prepare a Resolution to be adopted at the next Council Meeting. Councilmember Williams suggested Ms. Donna Stevenson fill the vacancy on the Historic District Commission. Ms. Collins suggested if Council appointed Ms. Stevenson that she filled the unexpired term of Ms. Jacobs. We do not have any applications to date for the vacancy on the Golf Course Committee. Council consensus was to appoint Ms. Crystal Hardin to the Local Firefighters Relief Fund Board.

Staff will bring back a resolution of appointment at the next Council meeting.

GWTA Appointment. Upon motion of Councilmember Williams, seconded by Mayor Pro Tem Broadaway and unanimously carried, Council appointed Councilmember Aycock to the GWTA Board.

Public Records Policy and Procedures Discussion. Mr. Tim Salmon stated I sent Council a proposed policy for public records requests which defines public records, clarifies procedures, and establishes costs associated with producing documents. Recently a citizen requested 18 months of emails from a director and emails to a director and emails to this director by city leaders such as council, mayor, attorney, manager and certain directors. IT (Information Technology) Department spent over 9 hours pulling over 343,000 emails. We now have to ensure these emails are public record and not of personal or personnel related, or other types of issues that cannot be released to the public. So, in accordance with NCGS 132-6.2 (b) authorizes public agencies to charge a special service charge for extensive use of information resources or extensive clerical or supervisory assistance. If a request will take more than four (4) hours, the City will charge a reasonable fee, \$33 per hour up to \$157 (in excess of the initial four hours) to search, locate, collect, sort, copy and prepare the records to be produced. A cost estimate will be provided to the requester and approval and payment will be obtained prior to responding to the request. If costs exceed the estimate, the requestor will be notified and additional approval and payment will be obtained prior to completion of the request.

Mr. Salmon stated when we need to prepare this documentation it needs to be reviewed by the clerk, myself or the attorney, it can be fairly expensive. In this case, if it takes an estimate of one minutes per email that is over 5700 hours of work or two years, nine months of work for one person. This is what I would call excessive. I request your approval of the draft policy or your comments.

Councilmember Williams stated according to NCGS 132-6. Inspection, examination and copies of public records... Every custodian of public records shall permit any record in the custodian's custody to be inspected and examined at reasonable times and under reasonable supervision by any person, and shall, as promptly as possible, furnish copies thereof upon payment of any fees as may be prescribed by law; "custodian" does not mean an agency that holds the public records of other agencies solely for purposes of storage or safekeeping or solely to provide data processing.. 132-6 (c) No request to inspect, examine, or obtain copies of public records shall be denied on the grounds that confidential information is commingled with the requested non-confidential information. If it is necessary to separate confidential from non-confidential information in order to permit the inspection, examination, or copying of the public records, the public agency shall bear the cost of such separation. So we cannot charge people if things because we have things mixed up.

Mr. Salmon stated we have two separate general statutes that are inconsistent.

Attorney Lawrence stated there is some inconsistency there, the statute does not say what you can and cannot charge for but it does say in that statute that if it takes extensive use, there again it does not define extensive use, in those particular circumstances the statute says you can charge. It is up to Council to decide what kind of policy you want to put in place. There is an arbitration provision that allows them to appeal to the state level, and have the state office determine if it is a reasonable fee or not.

Councilmember Polack asked for a clear definition of the statute before voting.

Attorney Lawrence stated there is no case to interpret it yet, so there is not a clear reading. At some point, somebody will challenge it, courts will take it up and make a decision.

Mayor Allen asked staff to send out a copy of the statutes for Council to look at and suggested Council discuss the policy at the next meeting.

Councilmember Matthews stated I think we need to define “excessive.”

Attorney Lawrence stated the state’s policy defines excessive as more than 4 hours.

Council requested a copy of that at policy as well. Discussion continued regarding the current request. Mr. Salmon stated we need to narrow the focus of the search.st.

Councilmember Williams stated this is just for citizens who want to get copies. Mr. Salmon stated anyone who requests copies.

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

Item F. Budget Ordinance Approval for Stage Construction at the HUB. Funding was discussed. Councilmember Polack asked if the \$250,000 included in the state’s proposed budget would still be available since we are under a state of emergency. Mayor Allen stated there is no guarantee at the state level. Council discussed whether to hold off until the state’s budget is approved. Councilmember Polack stated there is only \$100,000 coming from the general fund right? Ms. Catherine Gwynn stated yes sir.

Item H. Contract Award - 2020 Street Paving Improvements Project Formal Bid No. 2020-001. Mayor Allen asked if staff had checked the ability of the contractor to perform the work. Mr. Anderson stated no but we can check them out.

Item I. Change Orders No. 15, 16, 21, and 22- Phase IV Sewer Collection Rehabilitation- Formal Bid No. 2018-004. Councilmember Ham also expressed concerns regarding the patch work and clean-up of areas impacted by the rehabilitation work. Mayor Allen asked Mr. Marty Anderson to look at patches.

Upon motion of Councilmember Aycock, seconded by Councilmember Polack and unanimously carried Council removed Item H. Contract Award - 2020 Street Paving Improvements Project Formal Bid No. 2020-001 and Item I. Change Orders No. 15, 16, 21, and 22- Phase IV Sewer Collection Rehabilitation- Formal Bid No. 2018-004 from the Consent Agenda and deferred action.

Item J. City of Goldsboro Personnel Policy Revision. Councilmember Williams shared concerns regarding merit pay eligibility, anti-harassment policy and the social media policy. Mr. Salmon shared merit pay would still be a budget item and would be approved by Council. Councilmember Williams also asked about the Hands-free Policy and Smoke-free Policy.

Upon motion of Councilmember Williams, seconded by Mayor Pro Tem Broadaway and unanimously Council removed Item J. City of Goldsboro Personnel Policy Revision from the Consent Agenda and deferred action.

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

CITY COUNCIL MEETING

The City Council of the City of Goldsboro, North Carolina, met in regular session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on March 16, 2020 with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Bill Broadway
Councilmember Antonio Williams
Councilmember Taj Polack
Councilmember Brandi Matthews
Councilmember David Ham
Councilmember Gene Aycock

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

Pastor Stanley Kelly with Fellowship Baptist Church provided the invocation. The Pledge of Allegiance followed.

Approval of Minutes. Councilmember Aycock made a motion to approve the Minutes of the Special Meeting of February 14, 2020 and Minutes of the Work Session and Regular Meeting of February 17, 2020. The motion was seconded by Mayor Pro Tem Broadway. Mayor Allen, Mayor Pro Tem Broadway, Councilmembers Polack, Matthews, Ham and Aycock voted in favor of the motion. Councilmember Williams voted against the motion. The motion carried 6:1.

Mayor Pro Tem Broadway read the following Proclamation:

135th USCT 155th Birthday Proclamation. Mayor Allen recognized March 27, 2020 as the 135th USCT's 155th Birthday and encouraged all citizens to recognize the efforts of these brave men that fought for our country.

Ms. Deborah Jones, a member of the 135th USCT Research Team stated it is indeed an honor for you to honor these men because they were freedom fighters and they were organizing right here in Goldsboro, North Carolina on March 27, 1865. That is Goldsboro's unique history. That is North Carolina's history because over 200 men from North Carolina joined this group as Sherman came through. It is the United States' history because these men were in Sherman's pioneer core. If these men had not done the diligent role they did, Sherman could not have gotten where he needed to go to execute the war and bring the Civil War to an end. So they did play a pivotal role. Our job on the 135th USCT Research Team has been to uncover and to educate the public on their role and showcase Goldsboro's history. We are proud, thank you for your support. We have a descendant here from one of the troops. One of our jobs on the research team is to find other descendants and share with them more about their heritage. Thank you all for your support.

Mayor Allen presented a framed copy of the Proclamation to Ms. Deborah Jones and members of the 135th USCT Research Team.

CU-2-20 Rhodes Crematorium – The property is located on the northwest corner of Wayne Memorial Drive and Eighth Street. Public Hearing Held. The applicant requests a Conditional Use Permit to allow the operation of a crematorium. The applicant operates an existing funeral home adjacent to the subject property and located at 1701 Wayne Memorial Drive and formally known as Rhodes Funeral Home and Cremations.

In February of 2011, City Council originally approved site and landscape plans for Rhodes Funeral Home to operate a funeral home located at 1701 Wayne Memorial Drive.

On March 2, 2015, City Council approved site and landscape plans for the applicant to add approximately 2,700 sq. ft. to the existing funeral home for a total of 6,300 sq. ft.

On December 4, 2018, a Certificate of Occupancy was issued for the construction of a 2,500 accessory building located behind the funeral home and used to store automobiles for funeral services.

Now, the applicant proposes to operate a crematorium in conjunction with funeral services. Crematoriums are a permitted use in the General Business (GB) zoning district only after the obtainment of a Conditional Use Permit approved by City Council.

In addition, crematoriums must comply with the following regulations and pursuant to North Carolina General Statutes, 90-210.43:

1. The crematory must be accessory to a funeral establishment.
2. The crematory shall not emit any undue smoke, dust, heat or odor.
3. Loading and unloading areas shall be screened from adjacent properties and the public right of way.

The subject property is directly south and across the street from Market Square Shopping Center.

Frontage: 75.04 ft. (Ninth Street)-Crematory
Frontage: 95.70 ft. (Wayne Memorial Drive)-Funeral Home
Frontage: 254.27 ft. (Eighth Street)-Funeral Home

Area: (Crematory): 15,498 or 0.35 acres

Total area: (Funeral Home and Crematory): 61,129 sq. ft. or 1.40 acres

Zoning: General Business

The submitted site plan indicates the construction of a 4,500 sq. ft. facility for the operation of a crematorium. Currently, an existing 950 sq. ft. single-family dwelling occupies the property. The owner intends to demolish or remove the home from the property in order to construct the proposed crematory.

According to the City's Unified Development Code, no more than 50% of the proposed facility shall be of metal construction. Staff is working with the applicant to ensure that the exterior building materials are compliant with City standards.

The applicant is currently working with a design professional to determine an interior layout of the facility which will include a family waiting area, an office, restrooms, storage and an interior garage with access through two-bay garage doors at the rear of the facility.

Hours of Operation: 9:00 a. m. to 5:00 p. m. (Monday-Friday)

No. of Employees: 1

The developer has proposed one 26 ft. wide driveway cut for the site along Ninth Street providing access to two parking lots at the front and rear of the facility. Another 20 ft. wide access drive is proposed at the rear of the site for traffic circulation from the existing funeral home to the proposed crematory. A driveway permit will be required from City Engineering.

Parking for the site requires 1 space per employee, plus 1 visitor space. The site plan shows a total of 8 parking spaces to include one handicap accessible space.

The applicant shows interior sidewalks leading from the parking lot to the building entrances. Exterior sidewalks are shown on the submitted site plan.

The site plan indicates 2 Autumn Fantasy Maples to serve as street trees along Ninth Street. A Type A, 10 ft. wide landscape buffer is shown along the western and southern property lines consisting of Flowering Cherries, Yaupon Hollies and Variegated Privets. An existing Type A buffer exists along the eastern property line and currently satisfies the City's landscape ordinance.

The property is not located within a Special Flood Hazard area. City water and sewer are available to serve the property.

Storm water calculations and drainage plans have not been submitted. However, the developer will be required to submit plans approved by City Engineering prior to construction permits being issued.

An existing 2-bay commercial dumpster coral is located adjacent to the property along the southern property line which serves the funeral home and will serve the proposed crematory. The dumpster is screened from off-site views in accordance with City standards.

Interconnectivity has not been identified on the site plan. The applicant believes that interconnectivity would be impractical due to existing site conditions of adjacent properties. The applicant is requesting a modification of the interconnectivity requirement.

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

Mr. Tommy Jarrett, Attorney stated I represent the shopping center to the north. I really didn't come to oppose or support this venture. Obviously they would prefer it didn't exist, but I can read the tea leaves I can say that it probably will exist. I know Mr. J.B. Rhodes, III he is a fine young man and one of his companies own it. I did hear some good things about the engineering. If it is approved, make sure that it meets those specifications because we are concerned about smoke and odor. The other thing that I would urge, that there be connectivity between the parking lot of the funeral home behind this building, looks like the economies of the situation would be best served if a lot of the commerce that went on would be best served if a lot of the commerce that went on would go through the back instead of the front it would take the parking off the front. It would lessen the traffic on 9th Street. Thank you.

No one else spoke and the public hearing was closed. No action necessary. Planning Commission will have a recommendation for the Council's meeting on April 6, 2020.

Z-2-20 Simmons Business Park- West side of S. George Street between Cola Drive and Wayne Avenue (I-2 to GBCD). Public Hearing Held. The site is the former Pepsi-Cola Bottling Co. property.

Frontage: 380. 51ft.
Depth: 1163 ft.
Area: 10.2 acres
Zoning: I-2 General Industry

On April 4, 2017, City Council approved site and landscape plans for Green Tech (Simmons Technical Services) to operate a multi-tenant facility to introduce and promote "green technology" or "environmentally clean" technology to the citizens and businesses of Goldsboro and Wayne County through education, training, employment and entrepreneurship.

Since occupying the facility, the owner has had several inquiries regarding potential uses that are not permitted within the General Industry (I-2) zoning district. However, these same uses are permitted within the General Business (GB) zoning district. Examples include automobile washing establishments (automatic and hand-wash), dry-cleaning (personal), laundries (coin-operated) and clinical, medical and therapeutic offices.

In an effort to provide additional opportunity and space consistent with the applicant's original request to use the property for "green" or "environmentally clean" technology, education, training, employment and entrepreneurship, the applicant is requesting a zoning change from General Industry (I-2) to GBCD (General Business Conditional District) for the operation of a multi-tenant business park.

Surrounding Zoning:

North: General Industry (I-2);
South: General Industry (I-2);
East: General Industry (I-2); and
West: General Industry (I-2)

As previously stated, the applicant is requesting a zoning change from General Industry (I-2) to General Business Conditional District (GBCD), which would limit the property to a multi-tenant business park.

Separate site plan approval is required at the time of rezoning. The applicant has submitted a site plan that indicates the use of the property as a proposed business park and identified as “C Center of Wayne Co. Inc. – Christ in Care, Courage and Character.”

The existing building on site contains three areas as follows:

- 37,350 sq. ft. Designated for Greenhouse
- 12,940 sq. ft. Designated for Classrooms and Offices
- 9,200 sq. ft. Designated for Warehouse

If the rezoning is approved, the applicant intends to modify the classroom, office and greenhouse spaces to accommodate uses which are permitted within the General Business zoning district and compliant with the North Carolina State Building Code. Examples include automobile washing establishments (automatic and hand-wash), dry-cleaning (personal), laundries (coin-operated) and clinical, medical and therapeutic offices.

At this time, no other changes to parking or landscaping are required for the site.

No outside storage is proposed. Any outdoor storage proposed in the future must receive City Council approval.

The City’s Comprehensive Land-Use Plan recommends industrial development for the property. However, the Plan also states that the City may consider/support the rezoning of underutilized industrial properties to other zoning categories which may be consistent with the Plan’s goals of business and industrial development.

The property is located within a Special Flood-Hazard Area known as the 100-year floodplain. City water and sewer are available to serve the property.

Mayor Allen opened the public hearing. No one spoke and the public hearing was closed.

No action necessary. The Planning Commission will have a recommendation for the Council’s meeting on April 6, 2020.

Planning Commission Excused.

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

1. Alicia Pierce shared comments regarding the Summer Youth Program. She shared ideas on how to help the program grow.
2. Jay Bauer shared concerns regarding 200 block of Virginia Street.

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

Consent Agenda - Approved as Recommended. City Manager, Timothy Salmon, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. During the Work Session, Item H. Contract Award - 2020 Street Paving Improvements Project Formal Bid No. 2020-001, Item I. Change Orders No. 15, 16, 21, and 22-Phase IV Sewer Collection Rehabilitation- Formal Bid No. 2018-004 and Item J. City of Goldsboro Personnel Policy Revision were removed from the Consent Agenda and action deferred. Councilmember Aycock moved the items on the Consent Agenda, Items F, G, and K be approved as recommended by the City Manager and staff. The motion was seconded by Mayor Pro Tem Broadaway and a roll call vote resulted in all members voting in favor of the motion. The items on the Consent Agenda were as follows:

Budget Ordinance Approval for Stage Construction at the HUB. Ordinance Adopted. Budget Ordinance Approval for TIGER Funds. Ordinances and Resolution Adopted. It is necessary to appropriate a transfer of funds for expenditures to construct the stage at The HUB as part of the TIGER 2016 Streetscape Project as discussed at the retreat on February 26th, and authorize a change order to the contract with T.A. Loving.

It is necessary to appropriate funds to construct the stage at The HUB while the construction contractor is still mobilized on the project. This will be funded with revenue from:

General Fund	\$100,000
Downtown District Fund	100,000
NC Dept. of Commerce Rural Center Grant	100,000
Reduction of Expenditures	119,000
Total	<u>\$419,000</u>

It is recommended a special revenue fund ordinance amendment be approved in the amount of \$300,000.00, also that the operating budget amendment ordinance be approved in the amount of \$100,000.00 for the Special District fund and \$100,000.00 for the General Fund and adopt a Resolution authorizing the Mayor to execute a change order to the contract for T.A. Loving in the amount of \$419,000 for the construction of the stage. Consent Agenda Approval. Aycock/Broadaway (7 Ayes)

ORDINANCE NO. 2020-6 “AN ORDINANCE AMENDING THE GRANT PROJECT FUND FOR THE FY2016 TIGER DISCRETIONARY GRANT CAPITAL PROJECT FUND”

ORDINANCE NO. 2020-7 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE CITY OF GOLDSBORO FOR THE 2019-20 FISCAL YEAR”

RESOLUTION NO. 2020-18 “A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT CHANGE ORDER NO. 1 BETWEEN THE CITY OF GOLDSBORO AND T. A. LOVING COMPANY FOR PHASE II, CONSTRUCTION OF THE TIGER VIII GRANT CENTER STREET STREETScape PROJECT”

Amend Contract for Audit Services for Fiscal Year Ending June 30, 2019, and Request for an Additional Full-time Employee. Resolutions Adopted. The City changed auditors for the FY2019 audit from Carr, Riggs & Ingram to Dixon Hughes Goodman, LLP. This was the first time auditors had been changed in about 22 years.

The Finance staff has worked tirelessly the past 9 months to complete the FY19 audit. We have had multiple challenges completing the audit timely, even with working well outside reasonable hours.

We are requesting approval of an extension to complete the FY2019 audit until June 30, 2020. Finance hopes to complete its portion of the audit in the next 4 to 6 weeks, but need to allow the auditor time to complete their portion of the audit, and time to draft and review financial statements.

We are requesting the approval of an additional full time employee for the Finance Department to assist the Director in the tasks and duties related to audit, compliance, financial monitoring, and other internal control activities that currently are being borne by the Director. We are in dire need of another professional accountant to help with the researching and correcting the issues that have been identified, and having the professional support to move forward with consistent processes and procedures to ensure that we have accurate and reliable financial statements.

It is recommended Council approve the following entitled resolution to amend the contract for the auditing services for the Fiscal Year ending June 30, 2019 to Dixon Hughes Goodman, LLP for a proposed completion date of June 30, 2020. It is also recommended Council approve the following entitled Resolution to add one additional full time employee to the Finance Department for the FY2019-20 Adopted budget. Consent Agenda Approval. Aycock/Broadaway (7 Ayes)

RESOLUTION NO. 2020-19 “A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT AMENDMENT NO. 1 BETWEEN THE CITY OF GOLDSBORO AND DIXON HUGHES GOODMAN, LLP FOR THE EXTENSION OF THE AUDIT OF CITY’S ACCOUNTS FOR THE FISCAL YEAR ENDING JUNE 30, 2019”

RESOLUTION NO. 2020-20 “A RESOLUTION TO AUTHORIZE THE ADDITION OF ONE FULL TIME EMPLOYEE (FTE) TO THE FISCAL YEAR 2019-20 AUTHORIZED POSITIONS TO SUPPORT THE FINANCE DEPARTMENT”

Departmental Monthly Reports. Accepted as Information. The various departmental reports for February, 2020 were submitted for the Council’s approval. It was recommended that Council accept the reports as information. Consent Agenda Approval. Aycock/Broadaway (7 Ayes)

End of Consent Agenda.

City Manager’s Report. Mr. Tim Salmon stated in addition to the COVID-19 discussion during the work session, I will look into closing Parks and Recreation indoor facilities to the public and what may be available to provide care for school-aged children for city employees moving forward.

Mayor and Councilmembers’ Reports and Recommendations. Councilmember Aycock stated I went to the grocery store yesterday and noticed all the items that had been cleaned out. I think there are a lot of people who need to think about other people when buying these products. Just think of your fellow citizens when making purchases.

Councilmember Ham stated I would like to echo Councilmember Aycock’s comments. Councilmember Ham stated I ready the monthly reports, I tell you folks, we have a wonderful group working for us. If you read the reports submitted, you see an impact of what is happening here at the city and where they are putting their time and effort. If you see some people out working, or come to the office, say thank you.

Councilmember Matthews stated no comment.

Mayor Pro Tem Broadaway stated with this COVID-19 it is time for us to pull together and think outside of the box. I worry most about our children and the elderly, how are we going to feed them, keep them safe, and also about the disadvantaged who live in the streets. We have to band together.

Councilmember Polack stated I just want to let my public safety students know they are not off the hook with their homework assignment. This would be a great way to access what is going on. It was a part of history to see the men here tonight that represented the 135th US Colored Troops. It was an honor to be a part.

Councilmember Williams reminded everyone to be safe, if you don’t have to come outside, don’t come outside.

Mayor Allen read the following Proclamation:

Month of the Military Child Proclamation. Mayor Allen proclaimed April 2020 as the Month of the Military Child and April 9th as Purple Up Day for Wayne County Public Schools and encouraged all school personnel and City of Goldsboro residents to recognize the contributions of our military families and to celebrate the spirit of military children across our city and nation by wearing purple on April 9th as an outward symbol of appreciation for our youngest heroes.

Mayor Allen read the following Resolution.

Resolution In Memory of John M. Bell. John M. Bell was born in Sampson County and was a resident of the City of Goldsboro until his death on March 2, 2020. Mr. Bell attended

Wayne County Schools and graduated from Dillard High School in Goldsboro, North Carolina. Mr. Bell attended Shaw University in Raleigh, North Carolina and earned a BA Degree in Business Management/Economics/Public Administration receiving the honor of Cum Laude. Mr. Bell served his country in the United States Air Force for twenty years and retired as a Master Sergeant. Mr. Bell also worked with the State of North Carolina's Intensive Probation Office. He was the first DWI Parole Treatment Facility Manager in the State of North Carolina, Assistant Branch Manager Raleigh/Durham District Division of Adult Probation Parole, and Judicial District Manager (District 8) Division of Adult Probation/Parole. Mr. Bell faithfully served the citizens of Wayne County as a County Commissioner for twenty years. Mr. Bell served on various committees to include the Eastpointe Mental Health Board of Directors, Council on Aging Board of Directors, Hispanic/Latino Committee, Solid Waste Committee, Goldsboro/Wayne County Utility Committee, Wayne County Day Reporting Center Board and the Wayne County Juvenile Justice Board. Mr. Bell also received The Order of the Long Leaf Pine from Governor James B. Hunt, which is the highest honor given by the State of North Carolina. We express to the family of Mr. John M. Bell our heartfelt belief that the memory of his good works and character will be and remain an inspiration to many and a blessing to all.

There being no further business, the meeting adjourned at 7:35 p.m.

Chuck Allen
Mayor

Melissa Capps, MMC/NCCMC
City Clerk