

MINUTES OF MEETING OF MAYOR AND CITY COUNCIL HELD
NOVEMBER 6, 2017

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 November 6, 2017 with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Bevan Foster
Councilmember Antonio Williams
Councilmember Bill Broadaway
Councilmember Mark Stevens
Councilmember David Ham
Councilmember Gene Aycock
Jim Womble, Attorney
Scott Stevens, City Manager
Melissa Corser, City Clerk
Randy Guthrie, Assistant City Manager
Octavius Murphy, Assistant to the City Manager
Jimmy Rowe, Planning Director
Jennifer Collins, Assistant Planning Director
Kaye Scott, Finance Director
Mike Wagner, Deputy Public Works Director - Utilities
Rick Fletcher, Public Works Director
Mike West, Police Chief
Rosie Wagner, CALEA Accreditation Manager
Bernadette Carter-Dove, HR Director
Gary Whaley, Fire Chief
James Farfour, Assistant Fire Chief
Scott Williams, IT Director
Shycole Simpson-Carter, Community Relations Director
Scott Barnard, Parks & Recreation Director
Felicia Brown, Assistant Parks & Recreation Director
Julie Metz, DGDC Director
Allen Anderson, Chief Building Inspector
Marty Anderson, City Engineer
Rochelle Moore, Goldsboro News-Argus (arrived at 5:04 p.m.)
Ken Conners, News Director-Curtis Media Group East
Carl Martin, Citizen
Lonnie Casey, Citizen
Bobby Mathis, Citizen
Della Mathis, Citizen
Shirley Edwards, Citizen
Yvonnia Moore, Citizen
DR Halliday, Citizen (arrived at 6:26 p.m.)

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

Adoption of the Agenda. Mayor Allen asked that Council consider removing Item G. Historic Properties Donation from the agenda. Councilmember Ham made a motion to remove Item G. Historic Properties Donation from the agenda and adopt the agenda. The motion was seconded by Councilmember Stevens. Mayor Allen, Councilmembers Broadway, Stevens, Ham and Aycock voted in favor of the motion. Mayor Pro Tem Foster and Councilmember Williams voted against the motion.

Invocation. The invocation was provided by Chief Whaley.

FY 2017-18 First Quarter Financial Update. Ms. Kaye Scott shared the following information:

General Fund Collections
(Comparison to 1st Quarter 2016)

	2017	2016	Difference
1 Taxes	\$ 1,984,964	\$ 538,809	\$ 1,446,155
2 Permits	111,054	101,394	9,660
3 Utility Franchise	613,431	623,341	(9,910)
4 Refuse	785,557	790,597	(5,040)
5 Golf Course	164,173	136,898	27,275
6 Paramount	11,276	13,730	(2,454)
7 Investment Earnings	9,240	4,991	4,249
8 Recreation Fees	40,612	41,144	(532)
*9 Sales Tax	2,209,277	2,062,816	146,461
10 Totals	<u>\$ 5,929,584</u>	<u>\$ 4,313,720</u>	<u>\$ 1,615,864</u>

**Sales Tax: (Collections received July – September but accrued (90 days) to previous FY for 12 full months of sale tax revenues)*

General Fund Collections
1st Qtr. July – September 2017

	Adjusted Budget	Actual Collections	YTD% Collections
1 Taxes	16,338,000	1,984,964	12.15%
2 Licenses & Permits	365,400	111,054	30.39%
3 Revenues Other Agencies			
4 **Local Option Tax	8,587,792	2,209,277	25.73%
5 Utility Franchises Tax	2,850,800	613,431	21.52%
6 ABC Revenues	230,000	41,369	17.99%
7 Beer & Wine Taxes	168,670	-	0.00%
8 Powell Bill	953,056	477,316	50.08%
9 Service Fees from UF	2,623,531	655,883	25.00%
# Grants/Other Revenues	2,488,308	3,109,819	124.98%
# Total	34,605,557	9,203,113	26.59%

*** Year End Accrual (90 days) to reflect full 12 months of sales tax revenue - \$2,209,277*

General Fund Collections
1st Qtr. July – September 2017

	Adjusted Budget	Actual Collections	YTD% Collections
# Charges for Services			
# Refuse Services	3,250,000	785,557	24.17%
# Cable TV	257,630	63,115	24.50%
# Paramount Theater	170,000	11,276	6.63%
# Recreation Fees	127,400	40,612	31.88%
# Golf Course Fees	553,800	164,173	29.64%
# Event Center	92,000	24,635	26.78%
# Other Misc. Revenues	178,800	92,648	51.82%
# Total	4,629,630	1,182,016	25.53%
# Capital Returns & Misc. Revenues			
# Investment Earnings	19,000	9,240	48.63%
# Street/Storm Drain. Assessment	200	25	12.50%
# Sale of Property	245,000	13,770	5.62%
# Other Misc. Revenues	1,188,000	78,178	6.58%
# Total	1,452,200	101,213	6.97%
General Fund Revenue Totals	\$ 40,687,387	\$ 10,486,342	25.77%

Stormwater Fund Collections
1st Qtr. July – September 2017

	Adjusted Budget	Actual Collections	YTD% Collections
1 Stormwater Fee	1,073,672	81,903	7.63%

Stormwater Fund Totals \$ 1,073,672 \$ 81,903 7.63%
 Utility Fund Collections
 (Comparison to 1st Quarter 2016)

	2017	2016	Difference
1 Current Water	\$ 1,501,808	\$ 1,464,655	\$ 37,153
2 Current Sewer	1,935,498	1,841,789	93,709
3 Late Payment Fees	85,904	93,099	(7,195)
4 Tap Fees	7,875	12,175	(4,300)
5 Compost Fees	13,616	18,195	(4,579)
7 Investment Earnings	7,263	3,895	3,368
8 Totals	<u>\$ 3,551,964</u>	<u>\$ 3,433,808</u>	<u>\$ 118,156</u>

Utility Fund Collections
 1st Qtr. July – September 2017

	Adjusted Budget	Actual Collections	YTD% Collections
1 Charges for Services			
2 Current Water Charges	5,850,000	1,501,808	25.67%
3 UF - SJAFB	1,270,000	397,125	31.27%
4 Current Sewer Charges	7,900,000	1,935,498	24.50%
5 Late Payment/Svc. Fees	338,500	85,904	25.38%
6 Applied Deposits	205,000	46,400	22.63%
7 Reconnections Fees	12,000	3,104	25.87%
8 Water/Sewer Taps	30,000	7,875	26.25%
9 Compost Revenues	35,000	13,616	38.90%
10 Total	15,640,500	3,991,330	25.52%
11 Capital Returns & Misc. Revenues			
12 Investment Earnings	13,293	7,263	54.64%
13 Capital Project Transfer	200,000	-	0.00%
14 Other Misc. Revenues	720,900	456,169	63.28%
15 Total	934,193	463,432	49.61%

Utility Fund Revenue Totals \$16,574,693 \$4,454,762 26.88%

DGDC & Occupancy Tax Collections
 (Comparison to 1st Qtr. 2016)

	2017	2016	Difference
DGDC			
1 Taxes	5,681	1,502	4,179
2 Investment Earnings	91	40	51
3 Totals	<u>\$ 5,772</u>	<u>\$ 1,542</u>	<u>\$ 4,230</u>
Occupancy Tax			
4 Tax Collections	276,188	222,157	54,031
5 Investment Earnings/ Misc. Revenues	1,307	837	470
6 Totals	<u>\$ 277,495</u>	<u>\$ 222,994</u>	<u>\$ 54,501</u>

DGDC & Occupancy Tax Collections
 1st Qtr. July – September 2017

	Adjusted Budget	Actual Collections	YTD% Collections
DGDC			
1 Taxes	71,236	5,681	7.97%
2 Investment Earnings	90	91	101.11%
3 Total	<u>\$ 71,326</u>	<u>\$ 5,772</u>	<u>8.09%</u>
Occupancy Tax			
4 Occupancy Tax - Civic Ctr.	675,000	180,773	26.78%
5 Occupancy Tax - T & T	165,000	45,193	27.39%
6 County of Wayne Occp. Tax	165,000	50,222	30.44%
7 Investment Earnings	600	1,307	217.83%
8 Total	<u>\$1,005,600</u>	<u>\$ 277,495</u>	<u>33.85%</u>

Actual Collections

	2017	2016	Difference
1 General Fund	10,486,342	6,394,583	4,091,759
2 Utility Fund	4,454,762	3,847,798	606,964
3 Downtown Development	5,772	1,542	4,230
4 Occupancy Tax	277,495	222,994	54,501

Actual Expenditures

Comparison with Adjusted Budget

	2017	2016
1 General Fund	\$ 13,589,675 (28.80%)	\$ 10,801,481 (24.62%)
2 Utility Fund	\$ 4,157,744 (17.05%)	\$ 3,300,749 (18.02%)
3 Stormwater Fund	\$ 52,920 (4.93%)	
4 Downtown Development	\$ 4,457 (5.39%)	\$ 6,343 (5.88%)
5 Occupancy Tax	\$ 490,607 (27.37%)	\$ 125,627 (8.77%)

General Fund Attrition (Salaries/Fringes)

1. Budgeted Attrition (Entire Year)	\$ 750,000
2. 1st Quarter Budgeted Attrition	187,500
3. 1st Quarter Actual Attrition	252,099
4. 1st Quarter Savings	64,599
5. Departmental Vacancies (General/Other)	24/4

General Fund Attrition (Health Insurance)

1. Budgeted Attrition (Entire Year)	\$ 100,000
2. 1st Quarter Budgeted Attrition	25,000
3. 1st Quarter Actual Attrition	75,041
4. 1st Quarter Savings	61,216
5. Opt Out City's Insurance Coverage	17/4

Fund Balance

Adopted Budget Appropriations

FY 2017-18

1. General Fund	None
2. Utility Fund	None
3. DGDC	None
4. Occupancy Tax Fund	None

Fund Balance

Council Appropriations

1. General Fund	\$110,000
a. Humphrey/Dakota St. Paving	\$75,000
b. YMCA Donation	\$35,000
2. Utility Fund	\$ 16,029
3. DGDC	None
4. Occupancy Tax Fund	\$600,000
a. SJAFB Fitness Center Construction	

Bond Ratings Update

Standard & Poor's Ratings Services and Moody's has assigned the following ratings to Goldsboro:

Standard and Poor's Rating Services	AA-
Moody's Investors Services	Aa2

Council thanked Ms. Scott for a through presentation.

Mr. Scott Stevens introduced Assistant Chief Farfour who will be serving as Interim Fire Chief upon Chief Whaley's retirement.

Mayor Pro Tem Discussion Item – Employment Requirements for the Staff of the City of Goldsboro. Ms. Bernadette Carter-Dove stated since coming to work here, she has looked at several job descriptions starting off with the directors. Presently, we are advertising for a Fire Chief and will be advertising for a Planning Director.

Mayor Pro Tem Foster stated when we discussed this back in July, the Interim HR Director said she had reached out to a couple of companies that could come in and help us update things and I have not heard back on that, so I was wondering if you or the City Manager had done that. Ms. Carter-Dove stated she is not aware of that happening since I got here. Mayor Pro Tem Foster stated it was suggested by the Mayor we wait until you came on board, let's get the ball rolling.

Mayor Allen asked if Ms. Carter-Dove had had time to look at that and asked what her recommendation was. Ms. Carter-Dove stated with all respect, we can do that, I think we have a professional staff in house that can do that. We can look at the job descriptions and compare to other local governments.

Mayor Pro Tem stated currently we have a policy that states preferred or...I forgot the actual statement. Mr. Stevens stated usually the wording states equivalent combination of education and experience.

Mayor Pro Tem Foster stated at the January 17th meeting, our city manager said that 2 years of work is equivalent to 1 year of college.

Ms. Carter-Dove stated industry standard does state that; that 2 years of experience is equivalent to 1 year of college. You go to federal regulations and it is documented in the federal register that 1 year of college is equal to 1 year of work experience. So the HR industry has expanded on that and made 2 years of work experience equivalent to 1 year of college.

MPT Foster stated I can be an E-9 that's the highest you can go enlisted, I can't cross over to an officer without a degree. Ms. Carter-Dove stated right, we are talking recruitment not promotion.

MPT Foster stated why are we not held to a certain standard as well. We have department heads that don't have education, I think that should be a requirement. Once you get to a certain level that education should be there. School is available to everybody now, online, it is everywhere. We have two colleges right here in Goldsboro. There is no reason you can't get an education.

Ms. Carter-Dove stated I do not disagree with you. I think moving forward that we should be able to require department heads and maybe even assistants to have a Bachelor's degree, however, I think we limit our applicant pool when we do not open it up to individuals who have years of experience equivalent to education.

Mayor Pro Tem Foster stated I do not think we do, I think that if you work for 20 or 30 years and you know you want to be a certain level, you go get that education. I went back to school after being out of school for 15 years. I went back and got mine because I knew what I wanted to do and I had to have it in order to do it. You might limit it but you get a better quality of applicants. It's fine if you don't get the high numbers, we

don't need a 100 people to apply. We need 10 good people to apply and make a decision out of those 10.

Ms. Carter-Dove stated I do not disagree with you, I think it is up to this city council and the city manager to give me direction in how you want to move.

Councilmember Aycock stated when I graduated from college I did not know how to teach, it did give me some of the insights on how to teach. Mayor Pro Tem Foster stated but you had to have a degree to teach.

Councilmember Aycock made a motion to keep the requirements the same as they currently are. The motion was seconded by Councilmember Broadaway.

Councilmember Williams stated before you go, there were a lot of issues that took place with employees, there was a noose. My concern is a whistleblowing policy that we discussed before you got here. A lot of employees are afraid to come forth, how are you handling that.

Mayor Allen asked that Councilmember Williams hold that question until after the motion is voted on since it pertains to a different subject. Mayor Allen provided a little background on previous discussions. Mayor Pro Tem Foster stated why are you doing all this talking, there is a motion, let's vote. Mayor Allen stated I let you speak, you can let me speak. Mayor Allen stated to Ms. Carter-Dove, if you could look at our policy, you believe industry standards are updated to where it should be or do we need to make any changes with the job descriptions and let us know.

Mayor Allen called for a vote on the motion. Mayor Allen, Councilmembers Broadaway, Stevens, Ham and Aycock voted in favor of the motion to keep the requirements the same as they currently are. Mayor Pro Tem Foster and Councilmember Williams voted against the motion. Mayor Allen stated the vote passed 5:2.

Councilmember Williams asked if Ms. Carter-Dove could respond. Ms. Carter-Dove stated I have not had the opportunity to meet one on one with employees. I do need you all to understand that confidentiality in the Human Resources Office is our highest priority and staff knows that. First and foremost I have to be trusted and respected among our workforce. That will not happen overnight. My door is open.

Councilmember Williams stated morale is low. Mayor Allen stated I disagree, we just did an employee survey. Councilmember Williams stated the survey you did, I talked to a lot of employees, they are not going to be completely honest. Mayor Allen stated it was an anonymous survey.

Mayor Pro Tem Discussion Item – What steps are being taken to obtain CALEA Accreditation and what is the time table on said accreditation? Chief West introduced the new CALEA Accreditation Manager, Ms. Rosie Wagner who has been with the City since August. Ms. Wagner stated we officially enrolled in CALEA on August 22nd and are now in our self-assessment phase. Ms. Wagner shared what will take place during the self-assessment phase which lasts 3 years. We have enrolled in IACP Net, an online database of policies and procedures and model policies through the International Association of Chiefs of Police. We also enrolled in PowerDMS, a policy management software. This is the system CALEA uses to review accreditation documents. Ms. Wagner stated I provided a brief 20 minute introduction of CALEA to patrol units. I am a member of NCLEAN, The North Carolina Law Enforcement Accreditation Network.

Councilmember Ham asked if the reception of CALEA had been favorable and Ms. Wagner replied yes.

Councilmember Broadaway asked about a timeline. Ms. Wagner stated we will have our onsite assessment in August 2020.

Federal Surplus Vehicles. Chief West stated in the aftermath of Hurricane Matthew, the police department utilized their 1968 Deuce and a half to carry city personnel and resources into flooded areas of the city. During this time, the vehicle was taken out of service on a couple of occasions due to mechanical issues, and repairs were delayed due to the difficulty in finding parts. The Deuce and half has since been taken out of the police department's inventory and has been sold.

In January of 2017, the police department acquired a 2007 MRAP through the Law Enforcement Support Office (LESO). The LESO allows law enforcement agencies to acquire military surplus vehicles and other equipment at no cost. The police department has an opportunity to replace the Deuce and a half with a M1083 cargo truck and a M1082 cargo trailer through LESO at no cost to the City.

Mayor Allen thanked Chief West for the information.

Summer Youth Employment 2017 Final Report. Ms. Shycole Simpson-Carter provided a final report on the Summer Youth Employment program. Information provided included the following:

- Background
- 2017 Program Schedule
- Excursions
- Trainings
- Age of Applicants
- Eligibility of Applicants
- Interview Scores
- Interview Results
- Projected Outcome
- Age of Selected Youth Employees
- Worksite Positions
- Demographics for Selected Youth Employees
- Selected Youth Employees by High Schools
- Thank you Letter from Summer Youth Employment Initiative Program Employee
- Media Spotlights of the Summer Youth Employment Initiative Program

Councilmember Ham commended Ms. Simpson-Carter on the success of the program and the comprehensive report.

Councilmember Williams shared concerns of having so many kids coming out and only having 60 kids being able to participate in the program. He stated we can do more than 60 jobs and asked Council to hire more than 60 kids next year. He also expressed concerns about Wayne Community College being unclear about their requirements. The kids were disappointed.

Mayor Allen stated great presentation. He stated he has heard that these kids need soft skills training and he would like to figure out a way to offer classes for soft skills training. Mayor Allen asked if the kids that participated this past year could participate again this coming year. Ms. Simpson-Carter stated she felt that would be a Council decision.

Councilmember Williams stated I would like to be more involved and had asked to be on the committee, this year I want to be more involved.

Mayor Pro Tem Foster stated we spoke about the kids who were not able to participate in the program months ago and that's one of the things we do not follow up we are supposed to so I would like to make a motion that we follow Robert's Rules of Order, any unfinished business goes onto the next agenda prior to new business. The motion was seconded by Councilmember Williams.

Mayor Allen asked for clarification. Mayor Pro Tem Foster clarified, any business on the agenda that is not discussed or handled goes onto the next agenda we handle it before the new before new business.

Council debated on what had not been discussed or done.

Mayor Allen called for a vote. Mayor Allen, Mayor Pro Tem Foster, Councilmembers Williams, Stevens and Ham voted in favor of the motion of following Robert's Rules of Order, adding unfinished business to the agenda. Councilmembers Broadaway and Aycock voted against the motion.

Council Meeting Dates 2018. Ms. Melissa Corser presented Council with a list of proposed meeting dates for 2018. Council was asked to look over the dates and staff will bring back the proposed meeting dates at the next meeting.

NLC Voting Delegate. Mr. Stevens shared the National League of Cities will be holding its annual conference in Charlotte, November 15th – 18th. The Annual Business Meeting will be held on Saturday, November 18th. A voting delegate needs to be submitted.

Councilmember Ham made a motion to designate Mr. Scott Stevens as the voting delegate for the City. Councilmember Broadaway seconded the motion. Mayor Allen, Councilmembers Broadaway, Stevens, Ham and Aycock voted in favor of the motion. Mayor Pro Tem Foster and Councilmember Williams voted against the motion. Mayor Allen stated the motion passed with a 5:2 vote.

Consent Agenda Review. Each item on the Consent Agenda was reviewed.

Mission/Vision Statements. Mr. Octavius Murphy reviewed the following information:

Mission Statement: The City provides services, promotes equality, and protects the well-being of all citizens for a better tomorrow.

Vision Statement: An extraordinary, diverse citizen experience.

Values: Customer focused; Integrity; Professionalism

Goals:

- Safe and secure community.
- Strong and diverse economy.
- Exceptional quality of life.
- Racial and cultural harmony.
- Model for excellence in government.

Councilmember Aycock reminded everyone scholarships are available at Wayne Community College for city employees and their family members. Additional information is available in the Human Resources Department.

There being no further business, the work session adjourned at 6:43 p.m.

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 November 6, 2017 with attendance as follows:

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

Councilmember David Ham
Councilmember Gene Aycock

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

Pastor Glenn Phillips with First Baptist Church provided the invocation. The Pledge to the Flag followed.

Approval of Minutes. Councilmember Ham made a motion to approve the Minutes of the Work Session and Regular Meeting of July 17, 2017, Minutes of the Work Session and Regular Meeting of September 18, 2017 and Minutes of the Work Session and Regular Meeting of October 2, 2017 as submitted. The motion was seconded by Councilmember Broadaway. Mayor Pro Tem Foster stated he believed some things were missing out of those minutes and needed time to review. Mayor Allen stated there is a motion on the floor and called for a vote. Mayor Allen, Councilmembers Broadaway, Stevens, Ham and Aycock voted in favor of the motion. Mayor Pro Tem Foster stated he would like to hear the actual meetings and compare to the notes they received in an email. Mayor Allen stated Councilmember Foster if you would like to go back and review the minutes you can do that. Mayor Pro Tem Foster and Councilmember Williams voted against the motion. Mayor Allen stated the motion passed with a 5:2 vote.

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

1. Martha Bryan stated she is here on behalf of the Chamber and the Wayne Education Network and would like to thank the Mayor and Mr. Scott Stevens for what they did Friday night with Dancing Stars. The money raised will go to classroom teachers that apply for mini-grants, the Jr. Leadership Program and for the beginning teacher breakfast. Ms. Bryan also thanked Council for the two gentlemen who walk around town and pick up trash.
2. D.R. Halliday stated Goldsboro is a beautiful little city but Goldsboro needs to be spit shined. Mr. Halliday expressed concerns regarding littering and suggested having a do not litter campaign.

Councilmember Williams suggested additional garbage cans.

3. Shirley Edwards also expressed concerns over littering. She stated the campaign needed to be county wide, maybe a "Keep Wayne County Beautiful" campaign. Ms. Edwards also suggested placing historical facts in the informational boxes in Herman Park.
4. Yvonnia Moore stated this is the second time she is appearing before City Council regarding the unfair treatment of her business from the Historic Board, city employees and associates. Ms. Moore read several statements made by board members. She shared concerns regarding the Planning Department and minutes prepared for the Historic Board.

Mayor Allen shared we are looking at all boards to get them into some type of alignment. Mayor Allen stated at the last meeting I offered for you to come and talk to me, that offer still stands.

Ms. Moore stated she would like to come talk, but would love for something to be done.

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

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. Mr. Stevens reminded Council, Item G. Historic Properties Donation was deferred until a later date. Councilmember Aycock moved the items on the Consent Agenda, Items C, D, E, F, 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 Stevens and a roll call vote resulted in all members voting in the affirmative. Mayor Allen declared the Consent Agenda approved as recommended. The items on the Consent Agenda were as follows:

Informal Bid 2017-019 - Abatement and Demolition of Condemned Properties. Bid Accepted. On October 30, 2017, in accordance with the provisions of the N.C. General Statutes, sealed bids were publicly opened for the abatement and demolition of the 19 condemned properties listed below:

1. 403 Beale Street
2. 407 Beale Street
3. 409 Beale Street
4. 1505 N. Berkeley Blvd.
5. 403 N. Carolina Street A&B
6. 405 N. Carolina Street A&B
7. 407 N. Carolina Street A&B
8. 409 N. Carolina Street A&B
9. 411 N. Carolina Street A&B
10. 413 N. Carolina Street A&B
11. 400 E. Chestnut Street
12. 605 E. Chestnut Street
13. 614 Crawford Street
14. 412 E. Walnut Street
15. 1013 N. John Street
16. 1508 Edgerton Street
17. 607 B. W. Mulberry Street
18. 235 Wayne Avenue
19. 438 E. Elm Street

A bid tabulation sheet is available.

The bids were reviewed by the City's Inspections Department, checked for accuracy, and found to be in order. The low bid from AK Grading and Demolition, Inc. is being recommended in the amount of \$106,900. The current fiscal year's budget has sufficient funding for abatement and demolition for these 19 locations.

Staff recommended Council accept the low bid of \$106,900 from AK Grading and Demolition, Inc. for the abatement and demolition of the condemned properties. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

Resolution Amending the Water and Sanitary Sewer Rates. Resolution Adopted. The City of Goldsboro's current water and sanitary sewer rate structure was adopted effective January 1, 1987, after a comprehensive study was performed by Arthur Young and Associates. The staff annually evaluates the City's utility functions to determine if the operations are self-supporting. The City Council adopted the current rate structure in June 2017 with an effective date of July 1, 2017.

The City of Goldsboro is updating its water meter infrastructure to digital meters to be measured in gallons instead of cubic feet. This will enhance operational efficiencies, meter accuracy, meter performance and billing to our customers. As we install these new meters, they will be read in gallons. It is necessary to adjust the current rates to reflect the conversion of water and sewer rates from cubic feet to gallons. The following is a conversion chart:

Customer Type	Cubic Feet	CCF Inside	CCF Outside	1 Gallon Rate Inside	1 Gallon Rate Outside	1000 Gallons Rate Inside	1000 Gallons Rate Outside
WATER	1						
Standard	100	\$ 2.15	\$ 4.30	\$ 0.002874	\$ 0.005748	\$ 2.87	\$ 5.75
Bulk Rate	200000	\$ 1.59	\$ 3.18	\$ 0.002126	\$ 0.004251	\$ 2.13	\$ 4.25

SEWER	1						
Standard	100	\$ 4.65	\$ 9.30	\$ 0.006216	\$ 0.012432	\$ 6.22	\$ 12.43
Bulk Rate	200000	\$ 4.17	\$ 8.34	\$ 0.005574	\$ 0.011149	\$ 5.57	\$ 11.15

CAPITALIZED SANITARY RATE							
Sewer	100	\$ 2.06	\$ 4.12	\$ 0.002754	\$ 0.005508	\$ 2.75	\$ 5.51
	200000	\$ 1.87	\$ 3.74	\$ 0.002500	\$ 0.005000	\$ 2.50	\$ 5.00

Staff recommended Council adopt the following entitled Resolution establishing the new Water and Sewer Rate Schedule effective November 7, 2017. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

RESOLUTION NO. 2017-77 “RESOLUTION AMENDING THE WATER RATE AND SANITARY SEWER RATE FOR CONVERSION OF BILLING UNITS FROM CUBIC FEET TO GALLONS”

Purchase of Trailer for Stormwater Division. Approved. The Stormwater Utility Fund was created in order to give the stormwater management program a stable and dedicated source of revenue. The revenue generated will be used for construction, equipment, vehicles, cleaning, repairing, and capital improvements projects related to stormwater.

At the October 2, 2017 meeting, Council authorized the purchase of an excavator to be utilized in the Stormwater Division. This new excavator with attachments is an addition to the City’s existing inventory but exceeds the weight limit of the available trailers. Due to the overall weight, it is highly recommended that air brakes be used over electric to more effectively slow down and stop the trailer without incident.

Staff sought quotes using these requirements and Rampart Trailers LLC is the low quote at \$14,000. Funding to purchase this trailer must be allocated from the Stormwater Division’s budgeted contingency.

Staff recommended Council:

1. Authorize the purchase of the trailer from Rampart Trailers, LLC in the amount of \$14,000.
2. Allocate budget contingency from the Stormwater Division \$14,000 to cover the cost of this trailer. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

Employee Benefit – Life Insurance. Approved. At the September 18, 2017 meeting, Council awarded the City’s Voluntary Brokers Services to Pierce Insurance Agency. The contract is for a minimum period of three (3) years with an option to renew for an additional year.

The City of Goldsboro has always offered and paid a life insurance benefit for all active employees. Prior to 2015, each employee was provided a policy with coverage of \$5,000 and department heads were \$10,000. In July 2015, all employees were changed to \$10,000 life insurance coverage.

With funeral costs rising and the average cost of a funeral increasing to over \$10,000, it was suggested and feasible to increase each employee’s coverage to \$20,000. Also, by changing the coverage amount at open enrollment, it will allow all employees for guaranteed acceptance. By consolidating the City’s other services, the annual savings covers the slight increase in premium for the additional coverage.

Staff recommended Council authorize the City Manager and Finance Director to increase the City’s benefit coverage for life insurance for all active full-time employees to \$20,000. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

Golden LEAF Foundation Grant Funding. Resolution Adopted. Ordinance Adopted. The City of Goldsboro applied for a grant with the Golden LEAF Foundation for damaged stormwater infrastructure in the Glenwood Trails subdivision resulting in flooding and sinkholes. Golden LEAF grant funds will be used to replace the damaged infrastructure. On October 11, 2017, the City of Goldsboro was approved for grant funding to repair the damaged infrastructure in the Glenwood Trail subdivision.

This grant will be funded for \$285,000 with no in-kind match. In order to comply with grant guidelines, it is necessary to allocate the grant expenditure and revenue funding defined in the grant agreement.

Staff recommended that Council adopt:

1. The following entitled resolution authorizing the City Manager and City Clerk to enter into an agreement with the Golden Leaf Foundation in the amount of \$285,000.
2. The following entitled ordinance to reflect an increase in General Fund revenues and an increase in the operating expenditures of the Streets and Storm Division’s budget by a total of \$285,000. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

RESOLUTION NO. 2017-78 “A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO ACCEPT THE GOLDEN LEAF FOUNDATION GRANT”

ORDINANCE NO. 2017-53 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE CITY OF GOLDSBORO FOR THE 2017-18 FISCAL YEAR”

CU-14-17 Salem Leasing Corp. – Southwest corner of US Highway 117 South and Vann Street. Approved. The applicant requests a Conditional Use Permit to allow the outdoor storage of vehicles in conjunction with an adjacent business operation.

Frontage: 384 ft. (US 117 South)
352 ft. (Vann Street)
Area: 5.85 acres
Zoning: I-2 General Industry

The City Council previously approved Conditional Use Permits for this location in order to allow a used car lot, weekend flea market and the sale of storage buildings.

A small building which was on the property has been demolished and the site is now vacant.

The property was recently purchased by the applicant who wishes to utilize the site for storage of vehicles associated with the business located to the west of the subject property.

At the public hearing held on August 21, 2017, no one appeared to speak either for or against this request.

On August 24, 2017, the applicant submitted written correspondence requesting that this matter be deferred.

The Planning Commission, at their meetings on August 28 and September 25, 2017, recommended that this matter be deferred.

The staff has been working with the applicant regarding the development of the site.

The applicant proposes closing the existing driveway on Vann Street closest to US 117 with fencing to allow ingress and egress from the remaining driveway on Vann Street.

In addition, placement of an open 6 ft. tall chain link fence which would be erected just behind the paved area on US 117 South is proposed with landscaping to aid in screening from public view. This will necessitate modifications as follows:

- 1. Modification to reduce fence height from 8 ft. to 6 ft.;
- 2. Modification to not require slatting of the chain link fence;
- 3. Modification to allow storage in the side yard of the operation;

At their meeting held on October 30, 2017, the Planning recommended approval of the Conditional Use Permit to allow the outdoor storage of vehicles with the above referenced modifications.

Staff recommended Council accept the recommendation of the Planning Commission and:

- 1. Adopt an Order approving a Conditional Use Permit to allow the outdoor storage of vehicles in conjunction with an adjacent business operation; and
- 2. Approve the submitted site plan with the following modifications:
 - a. Modification to reduce fence height from 8 ft. to 6 ft.;
 - b. Modification to not require slatting of the chain link fence;
 - c. Modification to allow storage in the side yard of the operation;Consent Agenda Approval. Aycock/Stevens (7 Ayes)

CU-16-17 Michael Scales – Southwest corner of North William Street and Beech Street. Approved. Applicant requests a Conditional Use Permit to allow the operation of a used car lot.

The property is zoned General Business. The sale of used vehicles is a permitted use within this district only after the issuance of a Conditional Use Permit approved by City Council.

Area: 14,644 sq. ft. or .34 acres
Frontage: 112 ft. (N. William St.)
150 ft. (Beech St.)
Zone: General Business

The property was formerly operated as a used car lot and, most recently as Reborn Auto Body and Repair.

The submitted site plan indicates one existing 870 sq. ft. building proposed for use as a sales office located at the front of the lot.

Another existing 1,500 sq. ft., three-bay garage located at the rear of the lot is proposed for washing and detailing automobiles.

A six ft. high opaque security fence separates the sales office from the garage.

The site is accessed by one over-sized curb along N. William Street. Two additional curb cuts are provided along Beech Street, one of which provides access to the rear of the facility.

Parking

Display Spaces: Up to 15
Customer Spaces: 5
Employee Spaces: 2

No loading space will be required since all vehicles will be driven to the site.

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

No. of Employees: 1

Refuse Collection: Provided by roll-out containers.

Due to existing concrete and asphalt which covers the entire property, the applicant is asking for a modification of the City's landscape requirements.

In addition, half of the parking lot along N. William Street is owned by NCDOT as a public right of way. According to the City's Unified Development Code, no portion of the public right of way can be used to satisfy off-street parking and circulation requirements. A modification will be necessary.

At the public hearing held on October 16, 2017, no one appeared to speak either for or against the request.

The Planning Commission, at their meeting held on October 30, 2017, recommended approval of the Conditional Use Permit and site plan with modifications of the landscape requirements and to allow the use of right-of-way for parking and circulation on the site.

Staff recommended Council accept the recommendation of the Planning Commission and:

1. Adopt an Order approving a Conditional Use Permit to allow the operation of a used car lot; and
2. Approve the submitted site plan with the following modifications:
 - a. City landscape requirements; and
 - b. City requirement that no portion of the public right-of-way can be used to satisfy off-street parking and circulation requirements.
Consent Agenda Approval. Aycock/Stevens (7 Ayes)

S-5-17 Michael Harold Barfield (2-Lot Preliminary Subdivision Plat).

Approved. The property is located on the north side of Tommy's Road between Clara Monte Road and Hare Road. The site is within the City's Extraterritorial Jurisdiction.

Total Area: 9.158 acres
Total Lots: 2

Lot No. 1: 1.286 acres
Lot No. 2: 7.872 acres
Zoning: R-20A Residential

The subject property has been proposed for division into two lots for the purposes of selling 7.872 acres of the 9.158 acre tract. Currently the lot is vacant and consists of existing woods. At this time, the applicant has no development plans for the property.

Access is provided by a 20 ft. private easement extending from Tommy's Road. Per the City's Unified Development Ordinance, all lots must have frontage on an improved public street. The applicant has requested a modification of this requirement. The Planning Commission, at their meeting held on October 30, 2017 recommended approval of the plat with the requested public street frontage modification.

Staff recommended Council accept the recommendation of the Planning Commission and approve the two-lot preliminary subdivision plat with a modification of the requirement that all lots have frontage on an improved public street. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

Site Plan Revision- Five Points Shopping Center (Addition of State Employee's Credit Union ATM Kiosk). Approved. The property is located on the west side of US Highway 117 South between Genoa Crossing Drive and Five Points Road.

Frontage:	250 ft. on Genoa Crossing Drive
Frontage:	250.34 ft. on Five Points Road
Area:	398,483 sq. ft. or 9.14 acres
Zoning:	General Business

The existing site is the Five Points Shopping Center and the owner proposes the installation of a walk-up ATM on the property.

The submitted site plan indicates the installation of a modular-approved State Employee's Credit Union ATM kiosk. The automated teller machine will be for walk up use only and located at the southern end of the shopping center parking lot.

A total of 273 parking spaces are provided for the shopping center which is in excess of the 263 parking spaces which are required. The site plan shows that three (3) parking spaces plus one handicapped space will be provided for the ATM. Sufficient parking spaces are available for the shopping center with the kiosk addition.

A minimum 8 ft. wide dedicated aisle space has been identified for use by customers of the ATM and for persons with disabilities.

Building elevations have been submitted and indicate that the exterior of the kiosk will consist of a metal roof for internally lit sign boxes, synthetic stucco walls and aluminum and tempered glass window panels.

The proposed ATM kiosk will be located more than 50 ft. from the nearest property line as required by the City's Unified Development Code.

The proposed location of the ATM kiosk will not be within a special flood hazard area.

At their meeting held on October 30, 2017, the Planning Commission recommended approval of the site plan revision as submitted.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site plan revision to allow the addition of an ATM kiosk within the Five Points Shopping Center. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

Site and Landscape Plan - Robert W. Boyd (Office Use Conversion). **Approved.** The property is located on the south side of E. Ash Street between Pineview Avenue and Audubon Avenue.

Frontage:	77.5 ft.
Depth:	210 ft.
Area:	15,808 sq. ft. or .363 acres
Zoning:	Office and Institutional-1

The site was previously operated as a day treatment facility. Since the facility has been closed for more than six months, the site must meet current development standards in accordance with the City's Unified Development Ordinance.

The submitted site plan indicates an existing single-story, 2,000 sq. ft. building to be used as an office.

The building was constructed prior to the adoption of City ordinances. As such, the building does not meet current setback requirements. A modification of the side yard setback requirement from 10 ft. to 7.5 is needed along the western property line. A modification of the side yard setback requirement from 10 ft. to 8.5 is needed along the eastern property line.

Access: One existing 15 ft. wide paved curb cut is shown off of Ash Street.

Parking: Parking for the site requires one space per 350 sq. ft. of gross floor area. Six parking spaces are shown at the rear of the property to include one handicap accessible parking space.

Required parking in excess of three spaces, loading areas and vehicular traffic surface areas must be paved, striped and properly drained in accordance with City standards. Applicant has requested a modification of the paving requirement for one year from the date of occupying the facility. Applicant proposes the installation of gravel in lieu of paved parking if the modification is approved by City Council.

Sidewalks and Pedestrian Access: City sidewalks are provided along the frontage of the proposed development. Pedestrian access is shown from the parking lot into the principal building using private walkways and a handicap ramp.

Landscaping: A Type A, 5 ft. wide landscape buffer is required along the western and eastern property lines. A Type C, 20 ft. wide landscape buffer is required along the southern property line. Applicant proposes the installation of required plantings within the Type A buffer yards and the utilization of existing vegetation to serve as the required Type C. buffer yard.

One existing Flowering Cherry and one Oak tree will serve as required street trees along Ash Street.

The following modifications have been requested:

1. Modification of side yard building setback from 10 ft. to 7.5 along the western property line.
2. Modification of side yard building setback from 10 ft. to 8.5 ft. along the eastern property line.
3. Modification of the City paving requirement for one (1) year from date of occupying the facility.

At their meeting held on October 30, 2017, the Planning Commission recommended approval of the site and landscape plan with the above enumerated modifications.

Staff recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plan with the following modifications:

1. Modification of side yard building setback from 10 ft. to 7.5 along the western property line;
2. Modification of side yard building setback from 10 ft. to 8.5 ft. along the eastern property line; and
3. Modification of the City paving requirement for one (1) year from date of occupying the facility. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

Site and Landscape Plan – Former Fire Station (109 East Ash Street).

Approved. The site is located on the north side of Ash Street between Center Street and John Street.

Frontage:	200 ft. (Ash Street)
	154 ft. (John Street)
Lot Area:	0.711 Acres
Zoning:	CBD – Central Business District

The property consists of two parcels of land. One parcel is occupied by an existing two-story building previously known as the Old Goldsboro Fire Station and the other parcel is currently vacant. The vacant parcel is being developed to accommodate a parking lot associated with the rehabilitation of the existing 11,338 sq. ft. Fire Station.

The submitted site plan indicates a proposed 16,778 sq. ft. parking lot containing 53 parking spaces (including two handicapped spaces).

The Old Fire Station is being renovated to accommodate a fitness center on the ground floor with an assembly/event space on the second floor. The two proposed uses require a total of 102 parking spaces. As noted previously, only 53 parking spaces are proposed. Either additional spaces will be required or a modification of the parking requirement from 102 spaces to 53 spaces will be necessary.

Access to the property will be provided by two new curb cuts along Ash Street. Driveway permits have been approved by NCDOT. A 24 ft. wide interconnectivity easement has been provided for a future connection to John Street.

The property can be served by City water and sewer. At this time stormwater detention and/or nitrogen calculations are not required due to less than half an acre being disturbed however, staff is awaiting a proposed grading/drainage plan for further review. Stormwater detention and/or nitrogen calculations, if required, are subject to approval prior to issuance of a building permit.

The submitted landscape plan indicates street trees along Ash Street and staff is working with applicant regarding placement of street trees along John Street.

A 10 ft. wide, Type A buffer is required along the northern property line adjacent to the residential use property. A 6 ft. tall privacy fence is being proposed along with supplemental landscaping to allow the reduction of the required opaque buffer by 50%. The landscaping will consist of a combination of Maples, Arborvitae, Loropetalum and Carissa Hollies.

A 5 ft., Type A buffer is required along the western property line adjacent to the Old Fire Station. Staff has recommended installation of shrubs only due to limited spacing between existing building and the proposed parking lot.

Sidewalks are existing along John Street and the applicant proposes installing sidewalks along Ash Street.

Exterior elevation plans have been submitted for review which will require Historic District Commission approval. The applicant's request for a Certificate of Appropriateness will be reviewed and heard at the November 7, 2017 Commission meeting.

At their meeting held on October 30, 2017, the Planning Commission recommended approval of the site and landscape plan with a modification of the parking requirement from 102 spaces to 53 spaces.

Staff recommended Council accept the recommendation of the Planning Commission and approve the submitted site plan with a modification of the parking requirement from 102 spaces to 53 spaces. Approval would be subject to submission of grading and drainage plans and stormwater calculations if required. Consent Agenda Approval.
Aycok/Stevens (7 Ayes)

Deletion of ETJ: 1. Pate Property 2. Mills Property. Ordinance Adopted.

Both properties are located east of North Cottonwood Drive and do not have frontage on a street. They are both currently vacant farmland.

Pate Property: Of the overall 14-acre parcel owned by Morris and Charlene Pate, approximately 5.85 acres are located within the City's Extraterritorial Jurisdiction. The tract is zoned R-16 Residential. The remainder of the property (8.15 acres) would be subject to the requirements of Wayne County.

Mills Property: Of the overall 44.76-acre parcel owned by Nancy and William Mills, approximately 16.88 acres are located within the City's Extraterritorial Jurisdiction. That tract is zoned R-16 Residential. The remainder of the property (27.88 acres) would be subject to the requirements of Wayne County.

The owners of both properties have been approached about development of a solar facility and were told that any construction within that area in the City's ETJ would be subject to the City's requirements as they relate to all dimensional and performance standards.

As a result, the current owners have requested that the City relinquish their jurisdiction on the portion of each property within the Extraterritorial Jurisdiction in order to allow the entire site to be developed under one set of regulations.

A Notice of Public Hearing was prepared and advertised in the newspaper for two weeks. All adjacent property owners were notified of the hearing by mail and the property was posted indicating that a public hearing was to be held.

Upon request of a representative for the applicants, the City Council, at the public hearing held on August 21, 2017, continued the public hearing on this matter to October 16, 2017 due to unforeseen conflicts.

At the continued public hearing held on October 16, 2017, one person spoke in opposition to the request. Three people appeared in favor.

The Planning Commission, at their meeting held on October 30, 2017, recommended approval of the ETJ deletion.

Staff recommended Council accept the recommendation of the Planning Commission and adopt the following entitled Ordinance deleting the Pate and Mills Properties from the City's Extraterritorial Jurisdiction. Consent Agenda Approval. Aycock/Stevens (7 Ayes)

ORDINANCE NO. 2017-54 "AN ORDINANCE AMENDING CHAPTER 11: CITY STANDARDS AND CHAPTER 153: UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GOLDSBORO CODE OF ORDINANCES"

End of Consent Agenda.

City Manager's Report. Mr. Scott Stevens provided an update on street resurfacing and invited everyone to come out to the Veteran's Day Parade, Saturday, November 11th at 11:00 a.m.

City Attorney's Report. No report.

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

Proclamation – Law Enforcement Appreciation Day. Mayor Allen proclaimed November 9, 2017 as "Law Enforcement Appreciation Day" in the City of Goldsboro, North Carolina in honor of all of the law enforcement officers in Goldsboro and Wayne County that put their life on the line each day to make our community a better place to live.

Proclamation – Veterans Day. Mayor Allen proclaimed November 11, 2017 as “Veterans Day” in the City of Goldsboro and urged all citizens to remember the service and sacrifice of our veterans who defend our freedom and preserve our way of life.

Councilmember Aycock stated no comment.

Councilmember Ham stated I would like to echo the comments regarding the upcoming Veterans Day Parade and encouraged everyone to come out and show support at the Veterans Day Parade.

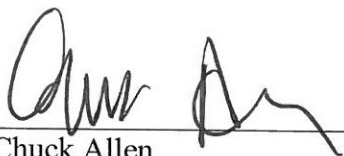
Mayor Pro Tem Foster stated he read the job description today of the Mayor Pro Tem. The Mayor Pro Tem is supposed to represent the Mayor if he is not available or if he is disabled, and represent the board. It’s hard for me to do that, it’s hard for me to fill those shoes. I do not believe in the decisions this board makes, I don’t believe in the decisions the Mayor makes, so with that I would like to make a motion to remove myself from the Mayor Pro Tem seat and just represent my district to the best of my abilities. Councilmember Williams seconded the motion. The motion passed unanimously.

Councilmember Stevens stated there are organizations with this city such as Our Community Cares, the Community Affairs Committee, MPI, Bobby Harvey, Mark Colebrook and several other organizations I have worked with to bring this city back to life and help the underprivileged. Councilmember Stevens stated he spoke with the attorney today and he is going to try to bring another arm on to the city, create a 501 (3) (c) to bring opportunities for both Wayne Community College students and those who are going through rehabilitation. Make this a board that will fight to bring IT jobs and help bring back the film industry and help Wayne Community College and the University of Mt. Olive.

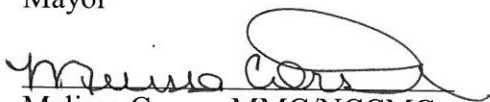
Councilmember Broadway echoed comments regarding the Veterans Day Parade and thanked the Police and Fire Departments for all they do.

Councilmember Williams stated I want to apologize to Ms. Moore, my partner, I think that all she really wanted was for someone to say I am sorry that happened to you. We should have done things a little bit differently but no one is saying that to her and no one is saying that to me. No one has said hey how can I help you, what we done was not right. We need to do better here, I apologize for what you are going through, it is serious. The city has to do better for businesses. The paper rights things about the business that is not true. They are calling me corrupt and take advantage of children. No one came and said I’m sorry. If you want me to stop talking about the ugly things, start doing better. Thank you.

There being no further business, the meeting adjourned at 7:26p.m.



Chuck Allen
Mayor



Melissa Corser, MMC/NCCMC
City Clerk