

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, OCTOBER 2, 2023**



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

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

1. ROLL CALL

2. ADOPTION OF THE AGENDA

3. OLD BUSINESS

4. NEW BUSINESS

- a. Downtown Goldsboro Development Corporation Update (Doug McGrath, President)
- b. Public Utilities Capital Projects Update (Public Utilities)
- c. Authorization to Purchase Eight 2024 Dodge Durango Pursuit Vehicles (Police)

II. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER STREET

Invocation (Archbishop Anthony Slater, Tehillah Church Ministries)
Pledge of Allegiance

III. ROLL CALL

IV. APPROVAL OF MINUTES

A. Minutes of the Work Session and Regular Meeting of September 18, 2023

V. PRESENTATIONS

B. Domestic Violence Awareness Presentation and Proclamation (Wayne Uplift)

VI. PUBLIC HEARINGS

- C. Z-13-23 Harry and Mollie, LLC (General Business and Industrial Business Park-1 to General Business) – East side of McLain Street between Oak Forest Rd. and E. Ash St. Ext. (Planning)
- D. Z-14-23 Red Horse Townes (Residential-12 SF CZ to Residential -12 CZ) – East of Country Day Rd. between Wheeler Dr. and Davis Rd. (Planning)

VII. PUBLIC COMMENT PERIOD

VIII. CONSENT AGENDA ITEMS

- E. Contract Award for 2023 Resurfacing Project - Formal Bid No. 2023-002 (Engineering)
- F. Contract Award for Lead and Copper Inventory Project Formal Bid No. 2023-001 (Engineering)
- G. Operating Budget Amendment FY23-24 (Finance)
- H. Establishing a Grant Project Fund Ordinance – Lead and Copper Capital Project Fund (W1114) (Finance)
- I. Resolution to approve insurance broker agreement for FY25-FY27 (Finance)
- J. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 305 Pearson Street to Melissa Bynum Gill (Finance)
- K. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 717 Devereaux Street (Finance)
- L. Request Authorization to Purchase a New Automated Leaf Collection Truck (Public Works)
- M. HOME-ARP Non-Congregate Shelter (NCS) Program Guidelines & RFP-Application (Community Relations)
- N. 2023 Fall Festival Vampire Masquerade – Temporary Street Closure (Police)
- O. US Dept. of Justice: Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program: Local Solicitation (Police)
- P. Ratifying the Actions Taken Regarding 800 and 808 W. Grantham St. (City Manager)
- Q. Advisory Board and Commission Appointments (City Clerk)

IX. ITEMS REQUIRING INDIVIDUAL ACTION

X. CITY MANAGER'S REPORT

XI. CEREMONIAL DOCUMENTS

R. Breast Cancer Awareness Month Proclamation

S. Safety First on Halloween Proclamation

T. Resolution Expressing Appreciation for Services Rendered by Julie A. Ryan as an Employee of The City of Goldsboro for More Than 27 Years

XII. MAYOR AND COUNCILMEMBERS' COMMENTS

XIII. CLOSED SESSION

XIV. ADJOURN

Public Utilities Capital Projects Update

Bert Sherman
Public Utilities
10/02/2023



Public Utilities Capital Projects:Completed



Compost Bulldozer
\$202,811
Purchased & in use.



New Hope L/S Bar Screen Replacement
\$335,400
Completed.

Flood Barrier Installation
\$168,200
Completed.

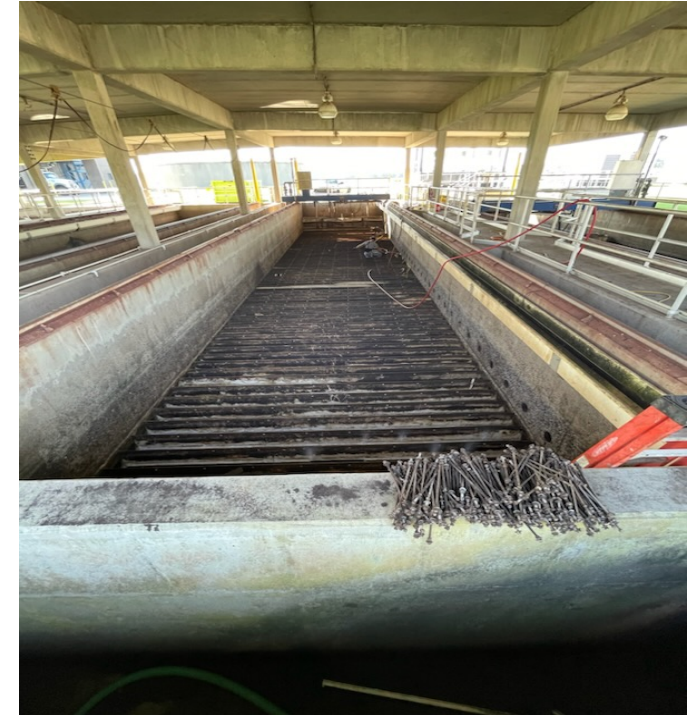
Clear Well #2 Coating
\$113,398
Completed.

Public Utilities Capital Projects: Work in Progress



Bulk Storage Tank Replacement
\$135,201
Work in Progress.
Estimated to be completed by:
October 2, 2023.

Public Utilities Telemetry Upgrade
\$316,388
Project in Progress.



Sand Filter Rehab Project
\$201,702
Work in Progress.
Estimated to be completed by:
October 2, 2023.

Public Utilities Capital Projects: Equipment Ordered

Neuse River Pump Station
Automatic Transfer Switch
\$ 96,466

Equipment has been ordered &
should be completed in late 2024.

Westbrook Lift Station
Generator Replacement
\$815,166

Equipment has been ordered
& should be completed in
late 2024, early 2025.



WTP 2 Flow Meters
\$30,486
Installation of the 2 Meters
preparing to go out for bid.

WTP Automatic Transfer Switch
\$257,166
Equipment has been ordered &
should be completed in late 2024.

Dump Truck
\$168,515
Truck has been ordered.
Estimated be here at the
beginning of 2024.

Compost Bay 8 Enclosure
\$70,000
Preparing to go out for bid.

FY 22-23

Public Utilities Capital Project Cost

• WTP Flood Barriers	\$168,200
• WTP Clear #2 Coating	\$113,398
• WTP Flow Meters	\$30,486
• WTP Flow Meter Installation in progress to go out for bid	TBA
• WTP ATS Replacement In Progress	\$257,166
• NRPS ATS Replacement In Progress	\$96,466
• WRF Generator Replacement In Progress	\$815,166
• WRF Sand Filter Rehab. In Progress	\$201,702
• WRF Bulk Storage Tank In Progress	\$135,201
• WRF Telemetry Upgrade In Progress	\$316,388
• WRF New Hope Bar Screen In Progress	\$335,400
• Compost Bulldozer	\$202,811
• Compost Bay 8 Enclosure In Progress to go out for bid	\$70,000
• Dump Truck	<u>\$168,515</u>
Total	\$2.91 Million

FY 23-24

Public Utilities Capital Projects

- Water Tank Utility Maintenance Budgeted _____ \$300,000
 - Structural repairs to the Water Treatment Plant Budgeted— \$255,000
 - Sand Replacement in Sand Filters #1 and #3 _____ \$135,000
 - Install a Security Gate at the WRF _____ \$50,000
- Total \$740,000

Future Public Utilities CIP

- Replace Ultraviolet Light Disinfection system for the WRF — \$1.8 million
- Dredge EQ Basin #2 — \$350,000
- Replace Horizontal Grinder — \$600,000
- Roof Repairs on Compost Facility — \$200,000
- Replace Maintenance Building — \$100,000
- Replace Filter media at the WTP — \$300,000

Questions?



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING**

SUBJECT: Authorization to Purchase Eight 2024 Dodge Durango Pursuit Vehicles

BACKGROUND: The Goldsboro Police Department was approved \$384,000.00 to purchase eight Chevy Tahoes in the FY23-24 Budget. There is no estimated timeline for when the Tahoes could be ordered, and no guarantee that what we order would be available. Law Enforcement agencies across the nation continue to be delayed with obtaining price quotes on 2024 Chevy Tahoes through the statewide procurement pricing program. The low supply of patrol cars has caused law enforcement agencies to continue experiencing purchase delays. The recent United Auto Workers strike has created a heightened concern for the purchase of law enforcement vehicles.

NC General Statute 143-129 establishes the State bidding requirements for purchase of apparatus, supplies, materials, or equipment. Subsection (e)(9) grants an exception to the bidding requirements for purchases made from contracts established by the State.

DISCUSSION: The Goldsboro Police Department is unable to obtain a price quote on 2024 Chevy Tahoes from the pre-authorized Procurement Programs due to future production demands being uncertain. Performance Automotive is an approved Procurement Program Dealer who has stated they have eight 2024 Dodge Durango Pursuit vehicles on order.

RECOMMENDATION: It is recommended that Council authorize the purchase of eight 2024 Dodge Durango Pursuit Vehicles, instead of eight 2024 Chevy Tahoes, through the North Carolina Statewide Government Pricing Program. Total purchase price per vehicle is \$45,928.32, which includes the 10% loan fee, road tax, title, and registration plate. The total purchase price including the loan fee, road tax, title, and registration plates for eight Dodge Durangos is \$367,426.56.

Date: _____
Michael West, Chief of Police

Date: 9/22/23 _____
Timothy Salmon, City Manager

MINUTES OF THE MEETING OF THE GOLDSBORO CITY COUNCIL
SEPTEMBER 18, 2023

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 September 18, 2023.

Call to Order. Mayor Ham called the meeting to order at 5:00 p.m.

Roll Call.

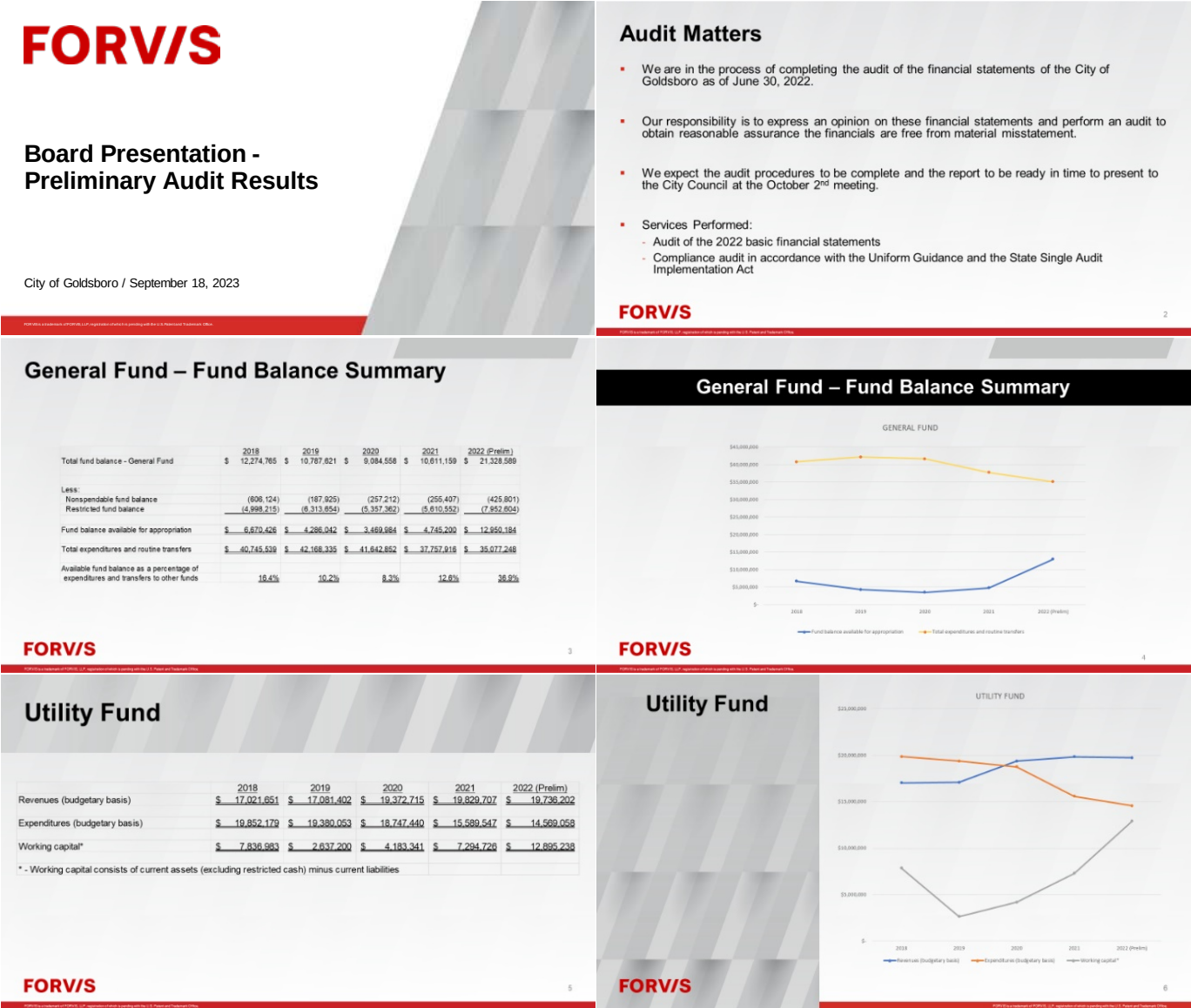
Present: Mayor David Ham, Presiding
Mayor Pro Tem Brandi Matthews
Councilwoman Hiawatha Jones
Councilman Bill Broadaway
Councilman Charles Gaylor, IV
Councilman Greg Batts

Also Present: Tim Salmon, City Manager
Matt Livingston, Assistant City Manager
Harry Lorello, Everett, Womble & Lawrence
Laura Getz, City Clerk

Adoption of the Agenda. Mayor Ham asked that a Closed Session item for Personnel be added to the agenda. Upon motion of Councilman Broadway, seconded by Councilwoman Jones, and unanimously carried, Council adopted the amended agenda.

New Business.

FY21-22 Audit Update. Chad Cooke with FORVIS shared the following presentation via Zoom.



Compliance Reporting

FORV/S

- Report on Compliance for each Major State Program and on Internal Control Over Compliance Required by the Uniform Guidance.
- Major Federal Programs
 - 21.027 – Coronavirus State and Local Fiscal Recovery Funds
- Major State Programs
 - DOT-4 – State Street-Aid to Municipalities ("Powell Bill")

No compliance findings, or findings related to internal controls over compliance have been noted during our testing of any of the above major programs.

Questions?

forvis.com

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FORV/S

Assurance / Tax / Advisory

Council discussed the presentation with Catherine Gwynn, Finance Director. FORVIS will present the audit at the October 2, 2023 meeting.

Regional Master Plan (AIA) and Governance (MRF), Water Reclamation and Facility Expansion. City Manager Salmon introduced the consultants and the agenda item.

Reed Barton with CDM Smith and Ken Orie with WithersRavenel shared the following presentation.

WWTP Background

- The WWTP was last expanded in 1999 and 1993
- Many facilities are aged, the technology in use is 30-40 years old and reliability is a concern
- Limited ability to accept additional large scale sewer users
- Expansion and Improvements are required in the near-term

Project Drivers

- City is near/past 80% capacity at the Wastewater Treatment Plant (WWTP)
 - 80/90 Rule from State (Moratorium – Summer 2022)
 - 64%ADF, 12%on-paper commitment, 5%development in review
- Need to expand the WWTP to support the City's and Regional economic growth
 - Sewer capacity is a driver for economic development
- The current Sewer Capital Improvement Plan (CIP) does not include growth related projects, only O&M.
- NCDEQ has provided funding for a Sewer Regionalization (MRF) study for the "Greater Wayne County Area"

CDM Smith

WithersRavenel

Wastewater Treatment Plant Expansion

- 3 Distinct Sewer Projects
 - Develop a Sewer Master Plan and CIP to understand the growth needs for the sewer system
 - Sewer flow is received from many neighboring communities, and it's necessary to understand sewer capacity growth for the adjacent communities
 - Seeking an AIA Grant for this project
- "Greater Wayne County Area" Merger/Regionalization Feasibility Study continuation
 - This project is ongoing, but grant funded work will wrap up in late 2023
 - Seeking an MRF Grant for continuation of this project
- Expansion of the City's WWTP by 3.4 million gallons per day (MGD)
 - First step is to complete a BASIS of DESIGN REPORT (Begin Fall 2023)– Funded by City FY 23-24
 - Staff recommend submitting project funding applications in 2024 for Design/Construction Phases

CDM Smith

WithersRavenel

Roadmap for Future Regional Plant Expansion

1

2

3

4

Regional Master Plan (AIA)

Funding Applications

Merger/Regional Study (MRF)

Design/Construction

typical WWTP Expansion Projects take 6+ years from Planning to Startup.

Special Funding applications adds to the project schedule requirements

CDM Smith

WithersRavenel

AIA Cycle – Regional Master Plan (\$350k)

Approx. 19-month schedule

October 2023

May 2024

August 2024

Sept 2024

November 2024

December 2024

February 2025

May 2025

EPA

AIA Award

State Scope Approval

Goldsboro NTP

GIS Refinement

Model Review

Growth/Septic Projections

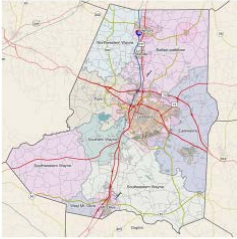
Master Plan Deliverable

CDM Smith

WithersRavenel

Merger/Regionalization Feasibility Study Grant

- The MRF study is to evaluate options for a regionalization of sewer utilities
- The current project was funded by an MRF grant (\$100K) and will be completed December 2023
- Obtaining more MRF grant funding will allow the group of municipalities to continue exploring the details of merging sewer utilities to support regional growth
- Proposed request is for \$250K in grant
- Future work will continue/build upon the progress made, by developing further understanding of the details of a potential merger (engineering, governance, finance, etc.)



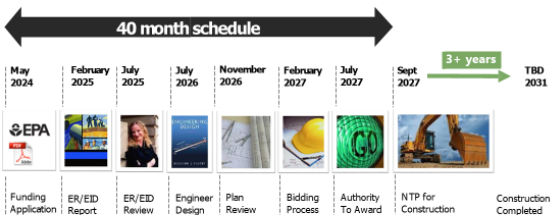
Merger/Regionalization Framework



Funding Applications and Strategy



State Revolving Funding Cycle



WWTP Expansion

- Expansion planned for 2 Phases
 - Phase 1, (near-term): 3.4-mgd Expansion
 - Phase 2, (TBD): requires Master Plan Report
- FY 23-24 Budget Includes funding for the Basis of Design Report for Phase 1
 - Board Approval of Engineering Contract in Oct 2023



Recommended Board Action Items

- Provide feedback on the proposed plan to expand the City's Wastewater Capacity, by:
 - Completing Master Plan Report
 - Continuation of MRF Study for Regionalization
 - Begin Initial Design Phase of WWTP Expansion
- Approval of (2) Resolutions in support of the two grant funding applications: AIA and MRF
- Approval of Services Task Order for completing the grant applications
 - \$10k – WithersRavenel (AIA Application)
 - \$10k – CDM Smith (MRF Application)

Mayor Ham, City Manager Salmon and Assistant City Manager Livingston discussed the presentation with the consultants in preparation of the resolutions to authorize the grants on the consent agenda (Item J). Mayor Ham asked that the feasibility study workshop be held prior to Thanksgiving.

Community Justice/NC Against Gun Violence Briefing on Community Violence Intervention Strategies. Mayor Pro Tem Matthews introduced Mr. Kendrick Cunningham, Grassroots Leader. Mr. Cunningham and Ms. Becky Ceartas, Executive Director with North Carolinians Against Gun Violence shared the following presentation via Zoom.

Ending Community Gun Violence in Goldsboro, NC with Community Violence Intervention Strategies

Mission

North Carolinians Against Gun Violence's (NCGV) mission is to make North Carolina safe from gun violence through the education of the public about preventing gun violence, the enforcement of current gun laws, and the enactment of needed new laws.

Community Justice works to end gun violence in Black and Brown communities by empowering those impacted to tell their story, build political power, connect to resources and advance policy.

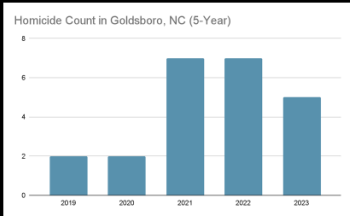
What is Community Gun Violence?

The John Hopkins Center for Gun Violence Solutions defines community gun violence as a term used to describe the high concentration of relationship-based gun violence that takes place between non-intimately related individuals in under-resourced city neighborhoods.

Kendrick Cunningham, NC
Grassroots Leader

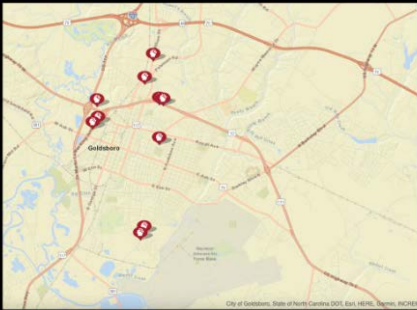
- Grew up in an area of concentrated poverty
- Difficult access to healthy recreational activity in walking distance
- First experience with community gun violence was in high school
- Directly experienced mass community gun violence on Juneteenth 2020

The Community Gun Violence Epidemic in Goldsboro, NC



According to data found by the Goldsboro Police Department, homicides in Goldsboro have almost nearly quadrupled since 2019. The amount of homicides that have occurred in 2023 (5) are on pace to exceed the total number of homicides that occurred in 2022.

The Community Gun Violence Epidemic in Goldsboro, NC



Cost of Gun Violence in Goldsboro

Each gun homicide directly costs North Carolina taxpayers \$681,900
Each gun injury directly costs North Carolina taxpayers \$41,139
Based on the number of gun homicides (7), gun homicides cost Goldsboro taxpayers \$4.77 million
Based on the number of gun injuries (24), gun injuries cost Goldsboro taxpayers \$987,336

Core Components of a Successful Violence Reduction Strategy

1. Data-driven identification
2. Respectful communication of the risk of participating in gun violence
3. Make services, supports, and opportunities available that address the needs and build on the strengths

UnitedErie: An Evidence Based Approach to Violence Prevention Collaboratives

An advisory collaborative formed in 2010 with the purpose of reducing crime and violence in Erie County, Pennsylvania.

The collaborative used metrics to determine strategy, identify funding and implement strategic government programs that decreased violent crime.

Due to the work of this collaborative, homicides in Erie County decreased from 11 to 4 over a four year period between 2013 and 2017.

Additional Tips for Small Towns to Explore when Thinking About Implementing Violence Reduction on the Ground

Centralize data-driven identification processes within city and county governments

Start a public-community-private collaborative that focuses on reducing gun violence in your community

A successful gun violence prevention strategy will include long-term prevention, immediate intervention practices, and comprehensive victim and re-entry services.

Leverage business and municipal purchasing power in the fight to end gun violence

THE ROLE OF COMMUNITY VIOLENCE INTERVENTION STRATEGIES

FUND
PEACE
INVEST
IN US

CVI STRATEGIES TARGET THOSE MOST AT RISK



60% OF CUN VIOLENCE CAN PREDICTED THROUGH A SOCIAL NETWORK ANALYSIS

40% OF THOSE SHOT ARE KILLED OR INJURED AGAIN WITHIN 5 YEARS

LESS THAN 2% ARE CONNECTED TO 80% OF COMMUNITY VIOLENCE

THIS POPULATION IS THE HARDEST TO REACH WITHOUT TARGETED STRATEGIES

COMMON EVIDENCE BASED VIOLENCE PREVENTION MODELS

FUND
PEACE
INVEST
IN US

VIOLENCE INTERVENTION

Community and Hospital Programs focused on directly intervening interpersonal or group conflict, negotiating ceasefires and shifting neighborhood cultural norms.

SURVIVOR SUPPORT SERVICES

Programs focused on providing social services for survivors of gun violence, including resources like housing, employment, trauma therapy, etc.

COGNITIVE BEHAVIOR THERAPY

Programs focused on changing the mindset, mental health and ultimately the lifestyle of those most at-risk of gun violence.

ECOLOGICAL SYSTEMS

Programs focused on changing the "ecology" of communities most impacted by gun violence through improving the quality of life, access to resources and overall living conditions.

Let's talk about...
The Programs

Community Violence Intervention (CVI)
Programs: A Localized Approach

1. Street Outreach: Cure Violence

In these program, outreach violence interrupters mediate and prevent retaliatory violence to those who may be at risk to commit or become victims to gun violence. Street outreach programs include long-term support to people and communities impacted by gun violence, as well as immediate crisis response.

An evaluation of Cure Violence used in the South Bronx found that street outreach efforts were associated with a 37% reduction in gun injuries and a 63% decline in shooting victimizations.

Sources: Everytown.org, thehavi.org, Cure Violence Global, Journal of Trauma and Acute Care Surgery, Proceedings of the National Academy of Sciences of the United States of America, Journal of Research in Crime and Delinquency

What it is: CVI programs work with those at the highest risk, reducing the cycle of violence through targeted interventions.

Hospital-Based Violence Intervention Programs (HVIPs)

2. HVIPs are founded on the notion that there is a distinct window of opportunity in the aftermath of a severe trauma to actively participate with victims of violence and help prevent retaliation. HVIPs have culturally competent case managers that work with individuals in the hospital and afterwards to connect with social services, counseling, and even relocation.

"In Baltimore, a study found that individuals who did not participate in an HVIP program were six times more likely to be re-hospitalized for a violent injury and four times more likely to be convicted of a violent crime than individuals who received the intervention. Among individuals who benefitted from the program employment increased from 39 percent to 82 percent, while employment fell for those not in the program."



Sources: mondemandaction.org, Everytown.org, thehavi.org, Journal of Trauma and Acute Care Surgery, Proceedings of the National Academy of Sciences of the United States of America, Journal of Research in Crime and Delinquency

Community Violence Intervention Programs

Street outreach



Street outreach programs involve Violence Interrupters, who work with people at highest risk of violence.

Hospital-Based Violence Intervention Programs



(HVIPs) HVIPs use the time right after a shooting to work with victims of violence and help prevent retaliation.



Gun Violence in NC

2021 was the most violent year of the 21st century in North Carolina and the US.

In 2021 in NC, 1,839 people died by firearms (5 gun deaths per day)

- 916 firearm suicides
- 850 firearm homicides
- 46 unintentional (accidental) shootings
- 15 legal intervention (police shooting someone while they are working)/operations of war
- 12 undetermined (cause unknown)

Firearm violence among NC children and teens

- Almost twice as many NC kids were killed by guns in 2020 compared to 2019.
- More than twice as many NC kids died by firearm suicide in 2020 compared to 2019.
- Gun-related deaths are now the leading cause of death for children over age 1 in NC.

Data sources: CDC WONDER, 2023; NC State Center for Health Statistics; Death Certificate Data 2019-20, 2021

NC Programs

Durham, NC

Bull City United works to stop shootings and killings in specific Durham neighborhoods using the public health model. On September 22, 2022, the city of Durham allocated the organization \$935,488 for the program. In 2021, The Durham County invested \$1 million in the program. In February 2023, the Durham City Council recently approved \$1 million for the program to expand to four key areas of Durham and to hire more staff. The county on Monday looked at continuing its portion of the funding of more than \$935,000.

Raleigh, NC

Boots on the Ground is Raleigh's community violence intervention organization. The Raleigh City Council voted to initially invest \$1.2 million into the program.

Sources: MECKNC.GOV, dcpublichealth.org, news.uncg.edu, Fox8 WGHP, WECT News 6

Making a Commitment to NC Communities

Charlotte, NC

Charlotte now has a street outreach and a hospital-based program, plus an Office of Violence Prevention. In September 2020, the Charlotte City Council approved \$1 million to expand the Cure Violence program. Since then, Alternatives to Violence has received a \$1.2 million donation from the Wells Fargo Foundation in 2022 and a \$1 million grant from the Department of Justice in 2023.

Greensboro

Greensboro's Cure Violence program, Gate City Coalition, has been implemented in parts of the city since 2018. During 2019, they received \$500,000 from the city of Greensboro and \$200,000 from Guilford County. In 2023, the Guilford Board of County Commissioners invested \$250,000. This will allow Gate City Coalition to continue working in their second target area.

Winston-Salem

In April of 2022, Winston Salem City Council invested \$750,000 over three years to launch their cure violence program.

New Hanover County

In January of 2022, New Hanover County Commissioners committed \$2.6 million to fund their cure violence program over the next four years.

Potential Federally Funded Opportunities to Utilize for CVI

The **Community Violence Intervention and Prevention Initiative (CVIPI)** is a Department of Justice grant program that was established through the Bipartisan Safer Communities Act

The **American Rescue Plan Act (ARPA)** funds can and should be used to support the implementation of CVI programs

COMMUNITY JUSTICE

Federal Funding Opportunities

Community Violence Intervention & Prevention Initiative

\$100 Million Available Through Department of Justice

26 Existing Funding Programs

\$12 Billion Available Across 5 Different Federal Agencies

American Rescue Plan Funds

\$375 Billion Distributed to States, Counties and Cities

Congressional Community Project Funding

Varies Based On Member of Congress Requests

FEDERAL FUNDING PROGRAMS PRIORITIZING COMMUNITY VIOLENCE INTERVENTION

JUSTICE	EDUCATION	HEALTH AND HUMAN SERVICES	HOUSING AND URBAN DEVELOPMENT	LABOR	
COMMUNITY VIOLENCE INTERVENTION AND PREVENTION INITIATIVE \$100 MILLION HOSPITAL BASED VICTIM SERVICES \$2 MILLION CENTER FOR CULTURALLY RESPONSIVE VICTIM SERVICES \$3 MILLION VICTIMS OF CRIME ACT (VOCA) \$1 BILLION BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT \$40.6 MILLION BYRNE COMMUNAL JUSTICE INNOVATION \$16.9 MILLION STRATEGIES TO SUPPORT CHILDREN EXPOSED TO VIOLENCE - \$7 MILLION	PROJECT SAFE NEIGHBORHOODS \$17.8 MILLION YOUTH VIOLENCE PREVENTION AND REDUCTIONS \$1 MILLION SCHOOL VIOLENCE PREVENTION PROGRAM \$33 MILLION SECOND CHANCE ACT COMMUNITY BASED RE-ENTRY PROGRAM \$17.5 MILLION COMMUNITY POLICING DEVELOPMENT MICRO-GRANTS \$3 MILLION SMART POLICING \$6 MILLION COPS HIRING PROGRAM \$156 MILLION	21ST CENTURY LEARNING CENTERS \$126 BILLION PROMISE NEIGHBORHOODS \$25 MILLION FULL SERVICE COMMUNITY SCHOOLS \$63 MILLION STUDENT SUPPORT AND ACADEMIC ENRICHMENT \$1.2 BILLION PROJECT PREVENT \$11 MILLION	NIN FIREARM INJURY AND MORTALITY RESEARCH \$12.5 MILLION CDC PREVENTING VIOLENCE AFFECTING YOUNG LIVES \$30 MILLION CDC NATIONAL CENTERS FOR EXCELLENCE IN YOUTH VIOLENCE PREVENTION \$30 MILLION	CHOICE NEIGHBORHOODS INITIATIVE \$350 MILLION COMMUNITY DEVELOPMENT BLOCK GRANT - CV FUNDS \$5 BILLION ANNUAL FORMULA COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS \$3.4 BILLION	YOUTH BUILD \$89 MILLION YOUNG ADULTS RE-ENTRY PARTNERSHIP \$25 MILLION WORKFORCE INNOVATION AND OPPORTUNITY ACT \$35 BILLION

NC Governor's Crime Commission Supports Funding CVI Strategies

The GCC Distributed over \$58M in Grants for FY 2022

- The Governor's Crime Commission (GCC) serves as the chief advisory body to the Governor and to the Secretary of Public Safety on crime and justice issues.
- Commission Members include the heads of statewide criminal justice agencies, appointed state and local government officials, and private citizens.
- Last November, two of GCC Committees listed CVI strategies in their requests for proposals.
 - Victims of Crime Act Committee
 - Juvenile Justice Committee

www.ncdps.gov/about-dps/boards-commissions/governors-crime-commission

NC Office of Violence Prevention

- Created on March 14, 2023
- First Office of Violence Prevention (OVP) in the South, and there are only 6 other OVPs in the country
- NC's OVP will:
 - Provide training and technical assistance
 - Issue best practice guidance and model processes
 - Facilitate cross-jurisdictional information sharing
 - Conduct public awareness campaigns
 - Share data, collaborate with research institutions
 - Identify and apply for funding from federal and philanthropic sources



Effective Investment in Community Violence Intervention

Research conducted by Thomas Abt estimates that for a city to experience a sizable reduction in violence through a CVI program they should invest \$45,000 in a CVI program per homicide that occurs in the city.

In 2022, there were 7 homicide victims in Goldsboro. Therefore, an effective annual investment of \$315,000 in a CVI program and on Office of Violence Prevention has the potential to reduce gun violence in Goldsboro.

23

Council discussed the presentation. Mayor Ham extended an invitation for Mr. Cunningham to come to Goldsboro to discuss this matter further. Mayor Pro Tem Matthews discussed the creation of a collaborative to start beginning the work. Council discussed the issue and this being a county-wide initiative. Council would like to address the issue again in the next couple of weeks.

Boards and Commissions Vacancies Discussion. Laura Getz, City Clerk shared information regarding current vacancies on the city's boards and commissions. She shared Barbara Baker has applied for the Recreation Advisory Commission and Edna Matthews has applied for the Mayor's Committee for Persons with Disabilities. Council provided consensus to bring back a resolution to the next meeting appointing the members.

Ms. Getz also shared the city needs citizen participation on boards and commissions.

5 of 17

Consent Agenda Review. Items G - L on the consent agenda were reviewed. Further discussion included the following:

Item G. Ordinance Establishing a Utility Capital Reserve Fund for System Development Fees. Catherine Gwynn, Finance Director presented the item. Councilman Gaylor and Councilwoman Jones shared concerns regarding System Development Fees.

Item I. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 200 N. Carolina Street to Norris L. Uzzell. Catherine Gwynn, Finance Director presented the item.

Councilwoman Jones made a motion to accept the offer. The motion was seconded by Mayor Pro Tem Mathews and unanimously carried.

Item K. Resolution to Increase Police Department and Fire Department Pay. City Manager Salmon presented the item. Councilman Gaylor discussed the pay grades with City Manager Salmon and Chief Mike West. Councilman Broadaway inquired about compression.

Closed Session.

Councilwoman Jones made a motion to go into Closed Session for personnel matters. The motion was seconded by Mayor Pro Tem Matthews and unanimously carried.

After the Closed Session was held, Council came out of Closed Session and back into Open Session.

Items Requiring Individual Action.

Item M. Adoption of An Ordinance Amending Chapter 53: Water and Sewer Systems of the City of Goldsboro's Code of Ordinances. The item was presented by Assistant City Manager Livingston.

City Ordinance 53.17, last amended 8-15-83, states the conditions for making water and sewer connections for residential, commercial, and industrial property. For residential and commercial property (paragraph (A)(1)): "Access to water and sewer lines will be provided to a requesting developer or private property owner outside the city limits only upon the receipt and approval of a voluntary petition for annexation by a developer or private property owner who are deemed the same." For industrial property (paragraph (B)(3)): "An industry requesting access to water and sewer lines will be granted such access upon execution of a formal agreement with the city to file a petition for voluntary annexation on or before the expiration of seven years from the date occupancy begins."

It is a standard practice for cities to request voluntary annexation upon satisfactory provision of water and sewer services for residential, commercial, and industrial property. Changing the industrial property voluntary annexation period from seven years from the date occupancy begins to the date occupancy begins would be consistent with local government practices and treat residential, commercial, and industrial properties the same. A water and sewer agreement with an industrial customer that includes voluntary annexation may also include economic development incentives.

City management recommends City Ordinance 53.17 paragraph (B) for industrial property be modified to state:

- (2) "The city will agree to provide access to water and sewer lines to any industry requesting such extension, subject to available capacity, provided that industry locates within three miles of the city limits."
- (3) "An industry requesting access to water and sewer lines will be granted such access upon execution of a formal agreement with the city to file a petition for voluntary annexation on or before the expiration of seven years from the date occupancy begins."

Councilman Broadaway and Councilwoman Jones shared concerns regarding the proposed ordinance. Assistant City Manager Livingston shared comments regarding the proposed ordinance and the needed growth in Goldsboro. Council discussed the item. Councilman Gaylor asked for more information to be brought to a future meeting to compare rates with other municipalities.

Councilwoman Jones made a motion to table updating this ordinance for further information, research, and communication. The motion was seconded by Councilman Gaylor. Mayor Ham, Mayor Pro Tem Matthews, Councilwoman Jones, Councilman Broadaway, Councilman Gaylor voted for the motion. Councilman Batts voted against the motion. The motion passed 5:1. Mayor Ham stated the item will be brought back to the October 2, 2023 meeting.

Mayor Ham recessed the meeting at 6:55 p.m.

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 September 18, 2023.

Mayor Ham called the meeting to order at 7:00 p.m.

Pastor Ben Dowden with Freedom Baptist Church provided the invocation. The Pledge of Allegiance followed.

Roll Call.

Present: Mayor David Ham, Presiding
Mayor Pro Tem Brandi Matthews
Councilwoman Hiawatha Jones
Councilman Bill Broadaway
Councilman Charles Gaylor, IV (arrived at 7:01 p.m.)
Councilman Greg Batts

Also Present: Tim Salmon, City Manager
Matt Livingston, Assistant City Manager
Harry Lorello, Everett, Womble & Lawrence, LLP
Laura Getz, City Clerk

Approval of Minutes. Councilman Batts made a motion to approve the minutes of the Work Session and Regular Meeting of September 5, 2023. The motion was seconded by Councilwoman Jones and unanimously carried.

Presentations.

Resolution Expressing Appreciation for Services Rendered by Lynn Doug Bethea, Jr. as an Employee of The City of Goldsboro for More Than 22 Years. *Resolution Adopted.* Lynn Doug Bethea, Jr. retires on October 1, 2023, as a Police Captain with more than 22 years of service with the Goldsboro Police Department. Doug began his career on January 17, 2001, as a Police Officer with the Goldsboro Police Department. On September 27, 2006, Doug was promoted to Police Investigator with the Goldsboro Police Department. On April 16, 2014, Doug was promoted to Police Seargent with the Goldsboro Police Department. On October 24, 2018, Doug was promoted to Police Captain with the Goldsboro Police Department, where he has served until his retirement. Doug has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees, and the citizens of the City of Goldsboro, of expressing to Doug their deep appreciation and gratitude for the service rendered by him to the City over the years and express to Doug our very best wishes for success, happiness, prosperity, and good health in his future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 18th day of September, 2023.

Councilman Broadaway made a motion to adopt the following entitled retirement resolution. The motion was seconded by Councilwoman Jones and unanimously carried.

RESOLUTION NO. 2023-61 “RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY LYNN DOUG BETHEA, JR. AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 22 YEARS”

Kappa Epsilon Psi Military Sorority, Inc. (Goldsboro Sigma Chapter) Presentation and Proclamation. Read by Mayor Ham: The Goldsboro City Council proclaimed September 2023 as, KAPPA EPSILON PSI MILITARY SORORITY, INC., (GOLDSBORO SIGMA CHAPTER) MONTH in Goldsboro, North Carolina and expressed our gratitude for serving those who serve.

Kappa Epsilon Psi Military Sorority, Inc. (Goldsboro Sigma Chapter) presented a plaque to Mayor Ham for his service to Wayne County, the country and for being a community partner.

Public Hearings.

SU-13-23 Special Event Venue (POE/No ABC)– South of US 70W between Hargrove St. and Claridge Nursery Rd. – Continued from 8/21/23. ***Findings Adopted.*** The item was presented by Kenny Talton, Planning Director.

ADDRESS: 1316 W. Grantham St., Unit A & B
PARCEL #: 2690228003
PROPERTY OWNER: Woodmont Goldsboro, LLC.
APPLICANT: Heather Giddens

The applicant requests a Special Use Permit for the establishment of special event venues to include weddings, birthday parties, anniversaries, etc.

The proposed Place of Entertainment w/no ABC permit is located in the Shopping Center Zoning District. The Shopping Center Zoning District is established to provide for a mix of office, retail, and service establishments in one development.

The district is intended to promote high quality, unified and accessible developments serving the needs of the community and surrounding area.

According to the City’s Unified Development Code, Places of Entertainment w/no ABC are permitted only after obtaining a Special Use Permit from Goldsboro City Council. In addition, the following are approval criteria for the proposed use:

1. Upon a finding that there has been an increase in the volume, intensity or frequency of the use or a use different than set forth in the special use permit, the reviewing authority after a public hearing may modify, suspend or revoke the special use permit.
2. Six copies of the floor plan, drawn to scale, shall be submitted indicating the proposed uses within the structure including the location and number of all games and amusements.
3. A satisfactory statement setting forth the method and frequency of litter collection and disposal shall be submitted with the site plan.

Frontage: Approx. 40 ft.
Zoning: Shopping Center

Existing Use: The property currently consists of a commercial structure with individual tenant spaces occupied for business. The tenant spaces proposed for use as a special event venue were formerly occupied as a bingo hall.

The City’s Land Use Plan locates this parcel within the Commercial land use designation. The Shopping Center Zoning District is a corresponding district for the Commercial land use designation.

The proposed Place of Entertainment w/no ABC permit will provide two large assembly areas, restrooms and storage area for customers of the facility. Occupancy of the facility will be determined by Goldsboro’s Chief Building Inspector in accordance with the North Carolina State Building Code.

Hours of Operation

- Monday-Sunday: 12:00 PM – 10:00 PM

Employees: TBD

Due to the nature of this proposal, TRC was not asked to review. If the Special Use Permit is approved, a building permit and final inspection will be required for the upfit of the existing tenant space to ensure that all life and safety codes have been satisfied before occupancy of the facility.

At the City Council meeting on August 21, 2023, the Mayor closed the public hearing pertaining to SU-13-23. Council continued the vote until September 18, 2023. Council shall enter into deliberation, and vote on each of the four findings in order to determine whether or not the Special Use Permit shall be issued. See the attached worksheet for the four findings to be voted on and staffs comments related to each finding. Council does have the ability to continue the hearing or place conditions upon its approval as long as Council is able to conclude that evidence exists in the record to support the condition. The Mayor of Goldsboro shall sign the Order to Approve or Deny, that reflects the results of the hearing and deliberation at the September 18, 2023, City Council meeting.

City Council entered into deliberation and voted on each of the four findings in order to determine whether or not the Special Use Permit should be issued.

1. Councilman Broadaway made a motion that the use will not materially endanger the public health or safety. The motion was seconded by Mayor Pro Tem Matthews and unanimously carried.
2. Mayor Pro Tem Matthews made a motion that the use will not substantially injure the beneficial use of adjoining or abutting property. The motion was seconded by Councilwoman Jones and unanimously carried.
3. Mayor Pro Tem Matthews made a motion that the use will be in harmony with existing development and uses within the area in which it is located. The motion was seconded by Councilman Gaylor and unanimously carried.
4. Councilwoman Jones made a motion that the use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan. The motion was seconded by Councilman Broadaway and unanimously carried.

SU-14-23 R&R Body Shop, Inc./R&R Auto Sales (Automobile Sales-Used) – W. side of S. George St. between Crump St. Carver Blvd. *Public Hearing Held and Findings Adopted.* The item was presented by Kenny Talton, Planning Director, after being properly sworn in.

ADDRESS: 1011 S. George St.
PARCEL #: 2599506412
PROPERTY OWNER: R&R Body Shop, Inc.
APPLICANT: Rickey Thompson

The applicant requests a Special Use Permit for the establishment of Automobile Sales-Used, located in the General Business Zoning District. The General Business Zoning District is established to accommodate the widest range of uses, providing general goods and services to the community.

According to the City’s Unified Development Code, Automobile Sales-Used is permitted only after obtaining a Special Use Permit from Goldsboro City Council. In addition, the following are approval criteria for the proposed special use:

1. The minimum lot area is fifteen thousand square feet.
2. The minimum lot frontage and width shall be one hundred feet, unless the cars for sale are driven to the site or delivered by nothing larger than a two-car carrier. If either of these conditions is met, there shall be no minimum lot frontage or width.
3. No parking of used vehicles or customer vehicles shall be allowed within the required street yard landscape area.
4. No vehicles for sale shall be parked within twenty feet of residentially zoned property or any buffer area as required in Section 6.3.9.
5. One loading area, not less than twenty by fifty feet shall be provided unless no vehicles will be delivered by car carrier.
6. The special use permit shall be issued for a five-year period with automatic renewal for an additional five years if the site and structures are maintained in a satisfactory manner as originally approved.
7. All vehicular display areas shall be improved with paving and curb and gutter.
8. Used automobile sales facilities shall be retrofitted to comply with the landscape requirements of Section 2.4.10 as a condition of Special Use Permit approval.

Frontage: Approx. 279.5 ft. (W. Holly St.)

Approx. 405 ft. (N. James St.)

Zoning: General Industry (I-2)

Existing Use: The site was previously occupied by Prince Tire Co.

The City’s Land Use Plan locates this parcel within the Commercial land use designation. The General Business Zoning District is a corresponding district for the Commercial land use designation.

According to the applicant’s submitted site plan application and site plan, the proposed use is for Automobile Sales-Used and towing services with outside storage.

Hours of Operation

- M-F; 8am – 5 pm

Employees:

- 2

Due to the nature of this proposal, the City Technical Review Committee was not asked to review. If the Special Use Permit is approved, site plan approval will be required before the issuance of building permits.

Mr. Talton stated the following: the application reflects automobile used car sales. It also reflects towing services and outside storage. In looking at the application and talking with the owner, we had a good clarification for what he wants to do. You'll see in your agenda packet, a lot of times if staff has conditions that they would like to recommend, the council has the opportunity to place those conditions on the permit going forward as long as it's reasonable with our zoning ordinances and anything else that would help to promote the standards that we vote upon at the end of the public hearing.

Planning staff is recommending that all outside storage areas associated with the towing service be located in the rear and side yards; that the entire outdoor storage area be surrounded by a six foot in height fence appropriately screened from on-site and off-site views from the public; that no loading or unloading of vehicles shall occur outside of the fenced area; that no vehicles taller than six feet in height will be allowed in the outside storage area; that nothing other than junked, totaled or inoperable automobiles shall be allowed to be stored within the outside storage area; that junked, totaled or inoperable motor vehicles shall not be parked in view of any road right-of-way or adjoining property; that no vehicle that is awaiting removal shall be stored or parked for more than 30 consecutive days and that no vehicle shall be parked or stored as a source of parts upon the property.

Mr. Talton stated the following: In speaking with Mr. Thompson, the owner and operator, 30 consecutive days may be extended up to 45-60, possibly 90 days because of the nature of the towing business. Sometimes a lot of the cars that are being evaluated, under investigation, insurance claims and things of that nature, maybe 30 days might be too tight.

Planning staff recommendations were formulated after reviewing Section 5.3.5.1 Additional Standards for the following Zoning Districts:

- Highway Business
- Neighborhood Business
- General Business
- Airport Business
- Central Business District
- Shopping Center

Automobile Repair, Service and Inspection facilities including towing are permitted by right in the General Business Zoning District. In addition, all outdoor storage areas for vehicles other than customer parking and automobile sales displays shall comply with the same set of standards as recommended by Planning staff for SU-14-23.

Mayor Ham opened the Public Hearing. The following person spoke after being properly sworn in:

Mayor Ham asked the applicant, Mr. Thompson, if he understands the conditions that were specified or spoken to by the Planning Director.

1. Rick Thompson, stated yes, I understand.

No one else spoke and the Public Hearing was closed.

Council does have the ability to continue the hearing or place conditions upon its approval as long as Council is able to conclude that evidence exists in the record to support the condition. The Mayor of Goldsboro shall sign the Order to Approve or Deny, that reflects the results of the hearing and deliberation at the September 18, 2023, City Council meeting.

After the Public Hearing was closed, City Council entered into deliberation and voted on each of the four findings in order to determine whether or not the Special Use Permit should be issued.

1. Councilwoman Jones made a motion that based on the conditions recommended by the Planning staff, the use will not materially endanger the public health or safety. The motion was seconded by Councilman Gaylor and unanimously carried.
2. Councilman Broadway made a motion that the use will not substantially injure the beneficial use of adjoining or abutting property. The motion was seconded by Councilwoman Jones and unanimously carried.
3. Councilman Gaylor made a motion that the use will be in harmony with existing development and uses within the area in which it is located. The motion was seconded by Councilman Batts and unanimously carried.
4. Councilman Gaylor made a motion that the use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan. The motion was seconded by Councilman Batts and unanimously carried.

SU-15-23 Red Jupiter, LLC. (Storage of Flammable Liquids and Gases) – East side of N. James St. between W. Holly St. and W. Vine St. *Public Hearing Held and Findings Adopted.* The item was presented by Kenny Talton, Planning Director, after being properly sworn in.

ADDRESS: 610 N. James St.
PARCEL #: 2599984781
PROPERTY OWNER: Red Jupiter, LLC.
APPLICANT: Red Jupiter, LLC. c/o Mr. Rohit Shetty

The applicant requests a Special Use Permit for the storage of flammable liquids and gases in association with a petroleum remediation facility in the General Industry (I-2) Zoning District.

Mr. Talton stated the following: Most of you are familiar with the old Moffat Oil Company at 610 N. James Street, this is the site that they are looking at establishing their business and revamping the site, if approved by Council.

The General Industry Zoning District is established to accommodate the widest range of manufacturing, wholesale, and distribution uses.

According to the City’s Unified Development Code, Storage of Flammable Liquids and Gases is permitted only after obtaining a Special Use Permit from Goldsboro City Council. In addition, the following are approval criteria for the proposed use:

1. The proposed facility shall conform to the requirements of the Fire Prevention Codes of the North Carolina State Building Code, National Board of Fire Underwriters and the latest edition of the “Flammable and Combustible Liquids Code, NFPA 30” of the National Fire Protection Association.
2. A dike that forms a basin equal to the capacity of the largest tank shall surround all tanks constructed above the ground level. All tanks shall be located at least twenty-five feet from any property line or in accordance with Section 6.3.9, whichever is greater.
3. A security fence at least eight feet in height and three strands of barbed or razor wire shall surround all facilities used for the storage and handling of flammable materials.
4. If there is a yard area between the fence and the rear and side property lines, the area not used for customer and employee parking shall be planted with grass and have landscaping composed of large trees spaced not more than forty feet apart and not less than one row of shrubs thirty inches in height, spaced so that they will form a continuous visual and opaque screen six feet in height within three growing seasons.
5. If there is no yard area between the fence and property line, the area within ten feet of the inside of the fence shall have landscaping composed of large trees spaced not more than forty feet apart and not less than one row of shrubs

thirty inches in height, spaced so that they will form a continuous visual and opaque screen six feet in height within three growing seasons.

6. If the perimeter fence is greater than five hundred linear feet in length, the required planting is waived for the sections of the fence not adjacent to residentially zoned property or not visible from the public right-of-way.
7. The location, size and extent of tanks, pumps and other equipment, setbacks, screening, and fencing may be modified as necessary to ensure public safety.

Frontage: Approx. 279.5 ft. (W. Holly St.)
 Approx. 405 ft. (N. James St.)

Zoning: General Industry (I-2)

Existing Use: The site was previously occupied by Brewer-Hendley Oil Co. and formerly known as Moffatt Oil Co.

The City's Land Use Plan locates this parcel within the Industrial land use designation. The City of Goldsboro Comprehensive Land Use Plan emphasizes that the purpose of this sector is to establish and protect industrial areas for the use of prime industrial operations and for the distribution of products at wholesale. The General Industry (I-2) Zoning District is a corresponding district in the Industry land use designation.

According to the applicant's submitted site plan application, site plan, and supporting documentation, the proposed use is for petroleum remediation operations. The applicant intends to utilize the existing petroleum bulk plant facility to receive and remediate petroleum hydrocarbon impacted ground water generated from petroleum underground storage tank (UST)/aboveground storage tank (AST) sites.

Hours of Operation

- M-F; 8am – 5 pm
- 24 hrs. (unmanned)

Employees:

- 1-5 (estimated as necessary)

Due to the nature of this proposal, the City Technical Review Committee was not asked to review. If the Special Use Permit is approved, site plan approval will be required before the issuance of building permits.

Planning staff has recommended that applicant receive discharge approval to the City of Goldsboro Wastewater Treatment Plant (WWTP) via the sanitary sewer system from the City of Goldsboro before site plan approval.

Mr. Talton stated the following: Staff has had preliminary consultation with members of the company, Red Jupiter LLC. We've had this with members of our TRC as well to understand the nature of what they're doing there. Again, it's for a petroleum remediation bulk plant facility. One of the things that they're going to be doing in the remediation process is they are going to be wanting to discharge the remnants of the remediation process into our sanitary sewer system. They have to have approvals not only from city but from state officials as well. We asked Mr. Bert Sherman, Public Utilities Director, to be here tonight in case you have additional questions going forward. He is also part of the process that has to vet this activity and ultimately give approval to make sure that whatever is being discharged into our system is safe and that it's not going to harm our wastewater treatment plant operations.

Planning staff recommends the following condition upon the Special Use Permit if approved by City Council: The applicant intends to utilize the existing petroleum bulk plant facility to receive and remediate petroleum hydrocarbon impacted ground water generated from petroleum underground storage tank (UST)/aboveground storage tank (AST) sites. Treated ground water from the proposed facility remediation system is proposed to be discharged into the City of Goldsboro Wastewater Treatment Plant (WWTP) via the sanitary sewer system after receiving approval for the discharge. Planning staff recommends that applicant receive discharge approval from the City of Goldsboro before site plan approval.

Councilwoman Jones stated the following: Is there someone here that can speak to safety and monitoring the gases and liquids and petroleum and how it works because that can be dangerous.

Mayor Ham stated the following: Mr. Sherman you have heard the comments made by Mr. Talton in terms of the flow into our sewer system. Do you have any comments you want to make?

Bert Sherman, Public Utilities Director, stated the following after being properly sworn in: They would have to maintain limits that is established by the EPA and by the Department of Environmental Quality plus with the city sewer use ordinance so before they can even discharge, they have to meet those requirements. In that requirement for the sewer use ordinance, they have to show that they're testing and making sure that the water parameters are meeting what they're saying they're meeting, they can exceed those. I've got no issue with this long as they meet their parameters.

Mayor Ham: Who monitors their...

Mr. Sherman: They do, and we also do. We'll have spot checks.

Mayor Ham: They document, and you monitor.

Mr. Sherman: That's correct.

Mayor Ham: You do it on a scheduled basis?

Mr. Sherman: Yes sir, it could be biweekly or monthly, whatever needs to be established at this time.

Councilman Broadway: After serving at Camp Lajeune, here we are reclaiming petroleum. I'd like to know how that works, so that we don't later on down the road and in our water facility we don't have some of that as what has happened at Camp Lejeune.

Mr. Sherman: I understand what you're saying but to demonstrate what they would do; I would suggest that the folks that are trying to obtain the permit.... I know what you're asking.

Councilman Broadway: We thought we were reclaiming it all the time and we found out we weren't reclaiming it. I just want to feel better about that.

Mayor Ham opened the Public Hearing. The following people spoke after being properly sworn in:

Rohit Shetty, applicant: My name is Rohit Shetty. I'm a licensed professional engineer and I will be responsible for designing the remediation system. The questions you asked are definitely very valid questions and that's one of the requirements as a licensed engineer that I have to also uphold public health and the environment and that was one of the reasons why I actually got into this profession. One of the things that we're doing here, so the facility as such has operated as a bulk plant since the 1950s and it's changed. It has stored gasoline, diesel, kerosene in the past and now, before Red Jupiter acquired the facility, they were storing just lubricants and heavier fuels. The facility has always had storage of that kind but what we are proposing to do is actually remediate, clean up any petroleum product water that comes from underground storage tank sites like you know gas stations or like you know above ground storage tanks, so the facility actually has above ground tanks which range in size from 3,000 gallons to 10,000 gallons. There are about 24 above ground tanks right now at the plant and you know with respect to spill concerns that was the first thing that we do is that any petroleum bulk plant has to satisfy EPA's mandated requirement of having a spill prevention countermeasure and control plan, which basically means that if there is any kind of petroleum spill on site, it has to be contained on the property and one of the ways of containment is that first of all that the tanks are inspected on a pretty regular basis then the tanks are also placed in a diked area, compound, with the concrete floor so that if there is any spill, none of that gets into the groundwater or the soil. So that's the first and then it has concrete block walls so that nothing actually escapes this diked area. That's already in place, even the trucks that would come and bring in fuel, they actually have to park on a concrete pad so that nothing actually you know even during the transfer of fluids nothing gets into the soil and then gets into the groundwater so those are actually EPA requirements that already have to be in place for all petroleum bulk storage plants and so we actually helped develop a SPCC plan (spill prevention plan) so that's already been in place since 2021 and the biggest change that is going to happen now is that the pure petroleum product that used to be stored, which is the one that is the highest flammable and developed like if you have a gas, etc, that is not going to be stored on the facility anymore so it's going to be a more diluted form of petroleum product you know which is mixed with groundwater so what we're doing in effect is, a site that has had a spill, we will actually pump that water out in vacuum trucks and those trucks will come into the facility, they will have a designated area where these trucks will park, they will go through the product from the tanker will then flow into storage tanks which will then be cleaned up and so the cleaning process also is, so the only change that we will make is that we will have a treatment shed which would be also placed inside this concrete diked area so that if there is any spill from a pump or anything, everything is contained within that diked area so nothing can be released outside of the diked area even if say like when it rains, one of the requirements is, you'll see at gas stations, you have little gas bottles and all that you see right, so even that you know when it comes into contact with rainwater can actually leave the property. So typically, you would see some of that inside the diked area so even that water which collects inside has to be inspected and if there is no oil sheen only then can it be discharged and the discharge that we are proposing to do is that all this water that is received is going to be first pumped into a holding tank which is inside this diked area, it'll allow the sediments to settle down and so this product will have a mix of undissolved petroleum product and dissolved phase product so the treatment process the way it works is, it goes through what is called an oil water separator. so the petroleum which actually floats which is lighter than water it will float, that's what gets skimmed off and goes into another above ground tank and then the dissolved product then goes through a series of treatment where it passes through air stripping so that the volatiles are removed, then it goes through carbon absorption where any of the petroleum contaminants which actually constitute gasoline or any of that, those get taken off and then the treated water then goes through to another holding tank where we actually collect samples at every stage; at the influent, like in when water is actually contaminated water is brought into the facility we collect sample over there because that sample actually helps us design you know how much of carbon is needed, what kind of air flow rate we need so that all the you know the petroleum compounds are removed so what goes out will actually meet or exceed the discharge permit requirements. So, there will be the state which will be involved in it and of course the city also.

Mayor Ham: The tanks on site will be used, right, and those tanks have been there for a number of years.

Mr. Shetty: Right.

Mayor Ham: I’m assuming that a good inspection of those tanks have been made to make sure they are in good state of condition.

Mr. Shetty: Yes, so the inspections have been ongoing through the life of the facility. Some of the older tanks have been replaced with new ones and you know the concrete dikes have also been upgraded so as a requirement of the SPCC (spill prevention plan) we have to inspect the tanks too but before we do any of the treatment stuff we're going to have to inspect the tanks and make sure that the tanks that are good, in good condition are the ones that we will use. Like I said there are about 24 above ground tanks right now. We don't intend to use all of them. Some of those will be just empty as spare but yes definitely, to answer your question, yes, we do have to inspect the tanks before we do any storage.

Mr. Talton: The site has to meet building and fire code requirements as well, so when you hear about the dike being built around (again what's existing is good) it still has to meet building and fire code requirements as well so there's additional scrutiny involved with this as well as state, federal, and local regulations.

Mayor Ham: I knew Mr. Dick Moffat who operated that company for years and years and probably was always in compliance with whatever fire safety and other ordinances but it's reassuring to hear that inspection is going to be made and everything is ready to go.

No one else spoke and the Public Hearing was closed.

Council does have the ability to continue the hearing or place conditions upon its approval as long as Council is able to conclude that evidence exists in the record to support the condition. The Mayor of Goldsboro shall sign the Order to Approve or Deny, that reflects the results of the hearing and deliberation at the September 18, 2023, City Council meeting.

After the Public Hearing was closed, City Council entered into deliberation and voted on each of the four findings in order to determine whether or not the Special Use Permit should be issued.

1. Mayor Pro Tem Matthews made a motion that based on the conditions recommended by the Planning staff, the use will not materially endanger the public health or safety. The motion was seconded by Councilman Batts and unanimously carried.
2. Councilwoman Jones made a motion that the use will not substantially injure the beneficial use of adjoining or abutting property. The motion was seconded by Councilman Broadaway and unanimously carried.
3. Councilman Gaylor made a motion that the use will be in harmony with existing development and uses within the area in which it is located. The motion was seconded by Councilwoman Jones and unanimously carried.
4. Councilman Broadaway made a motion that the use will be in general conformity with the City of Goldsboro Comprehensive Land Use Plan. The motion was seconded by Councilwoman Jones and unanimously carried.

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

1. Tenisha Saylor shared concerns regarding lack of shelters for the homeless.
2. Esther Isler Johnson shared concerns regarding accommodations for the homeless.

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

Consent Agenda – Approved as Recommended. City Manager 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. Councilman Broadaway moved the items on the Consent Agenda, Items G - L be approved as recommended by the City Manager and staff. The motion was seconded by Councilwoman Jones and a roll call vote resulted in all members voting in favor of the motion.

The items on the Consent Agenda were as follows:

Ordinance Establishing a Utility Capital Reserve Fund for System Development Fees (6111). *Ordinance Adopted.* The item was presented by Catherine Gwynn, Finance Director.

North Carolina General Statute §159-18 authorizes any local government to establish and maintain a capital reserve fund for any purpose for which it may issue bonds.

North Carolina General Statute §159-48 outlines the purposes for which bonds may be issued.

North Carolina General Statute §162A, Article 8 requires that all system development fee proceeds be accounted for in a capital reserve fund.

The Assistant City Manager, Matthew Livingston, presented the ordinance to amend Chapter 53, Water and Sewer Systems at the July 17, 2023 meeting. At that time Council adopted the system development fees.

North Carolina General Statute requires that system development fees be held in a capital reserve fund where the projects and estimated cost are stated in a resolution or ordinance. The project(s) and costs may be added, changed or removed at the discretion of the Council at any time. At least annually, it must be amended for the annual revenue appropriations from the utility fund for the amount collected or expected to be collected. Capital reserve funds are not a separate fund for financial statement purposes, but rather a savings account where the Council may set aside amounts for specific projects.

The system development fees will be transferred from the Utility Fund into this Capital Reserve as they are collected each fiscal year. When it is time to fund projects with the Capital Reserve, a budget ordinance amendment will be prepared to transfer out from the Capital Reserve Fund to a capital project fund or back to the Utility Fund depending on where the capital project is budgeted. To establish the Capital Reserve current year appropriations, Planning, Inspections, Engineering and the Assistant City Manager were consulted and collectively they have agreed on the following estimated amount of \$449,600.00 for the FY24 fiscal year.

It was recommended that City Council adopt the following entitled ordinance to establish and maintain a Utility Capital Reserve Fund for System Development Fees (6111). Consent Agenda Approval. Broadaway/Jones (6 Ayes)

ORDINANCE NO. 2023-52 “AN ORDINANCE TO ESTABLISH AND MAINTAIN A UTILITY CAPITAL RESERVE FUND FOR SYSTEM DEVELOPMENT FEES FOR THE CITY OF GOLDSBORO (6111)”

Operating Budget Amendment FY23-24 – System Development Fees. Ordinance Adopted. The item was presented by Catherine Gwynn, Finance Director.

Council adopted the FY23-24 annual operating budget on June 20, 2023.

System Development Fees – Utility Fund

City Council adopted an amendment to Chapter 53, Water and Sewer Systems at the July 17, 2023 meeting to implement system development fees.

At this time, it is necessary to appropriate the estimated fee revenue to the Utility Fund. The appropriated expenditures will be a Transfer to Capital Reserve Fund established for the System Development Fees as required by general statute. Planning, Inspections, Engineering directors, and the Assistant City Manager discussed the estimate, and collectively have offered the amount for the FY24 budget as \$449,600.00.

It was recommended that Council adopt the following entitled ordinance to amend the FY23-24 Operating Budget for the Utility Fund to appropriate revenues and expenditures for the System Development Fees. Consent Agenda Approval. Broadaway/Jones (6 Ayes)

ORDINANCE NO. 2023-53 “AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE CITY OF GOLDSBORO FOR THE 2023-24 FISCAL YEAR”

Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 200 N. Carolina Street to Norris L. Uzzell. Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

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

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

200 N. Carolina Street
Offeror: Norris L. Uzzell
Offer: \$1,800.00
Bid Deposit: \$1,800.00
Pin #: 2599773020
Tax Value: \$3,320.00 Zoning: R-6

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a cashier’s check. The Planning Department shall notify the adjoining property owners via mail that the property is available for sale via upset bid.

It was recommended that Council accept or reject the offer on 200 N. Carolina Street and if accepted, adopt following entitled resolution authorizing Finance to advertise for upset bids. Consent Agenda Approval. Broadaway/Jones (6 Ayes)

RESOLUTION NO. 2023-62 “RESOLUTION AUTHORIZING UPSET BID PROCESS”

Supplemental AIA and MRF Grant Applications. Resolutions Adopted. The item was presented by City Manager Salmon.

The current City Asset Inventory and Assessment (AIA) and Merger/Regionalization Feasibility (MRF) grants funded by the NC Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI), focus on maintaining current water and sewer systems and the potential to regionalize local water and sewer systems to make them more viable.

The City Water and Sewer AIAs presented to Council on February 22, 2023, by Ken Orie from WithersRavenel, recommend Capital Improvement Plan (CIP) projects greater than \$62M for sewer and \$29M for water systems over the next ten (10) years. The MRF is scheduled to be presented to Council by CDM Smith in December 2023.

NCDEQ DWI, has made supplemental “No Match” AIA and MRF grants available this fall. Applications are due October 2, 2023, and need Council approval via resolution.

City staff have discussed with our on-call engineering firms, WithersRavenel and CDM Smith, and DWI representatives, AIA Wastewater Master Plan and MRF Governance and Funding Study grants that would support regionalization opportunities.

The City’s current Wastewater Master Plan was done in 2009 and should be updated to address current and expected system requirements. The City was under a NCDEQ Division of Water Resources (DWR), Sewer Line Moratorium in 2022 for exceeding 80% of our permitted Wastewater Reclamation Facility (WRF) 14.2 MGD capacity. The moratorium was quickly lifted due to the tremendous efforts to remedy sewer inflow and infiltration (I&I), and the fact that the City has been permitted to expand the WRF capacity to 17.6 MGD upon an Authorization to Construct permit.

A MRF Governance and Funding Study would provide options for Wayne County local governments to consider, regarding the ownership, costs, and financing of a regional water and sewer system.

Staff recommends that the City Council adopt the attached resolutions authorizing the Mayor and City Manager to sign for NCDEQ DWI AIA Wastewater Master Plan and MRF Governance and Funding grant applications, as well as the contractual agreements with on-call engineering firms should the grants be approved. Consent Agenda Approval. Broadaway/Jones (6 Ayes)

RESOLUTION NO. 2023-63 “RESOLUTION TO APPLY FOR STATE GRANT ASSISTANCE TO CONDUCT AN ASSET INVENTORY AND ASSESSMENT (AIA) WASTEWATER MASTER PLAN”

RESOLUTION NO. 2023-64 “RESOLUTION TO APPLY FOR STATE GRANT ASSISTANCE TO CONDUCT A MERGER/REGIONALIZATION FEASIBILITY (MRF) GOVERNANCE AND FUNDING STUDY”

Resolution to Increase Police Department and Fire Department Pay. Resolution Adopted. The item was presented by City Manager Salmon.

The Goldsboro Police Department and Fire Department currently have several position vacancies; salaries have been a contributing factor for voluntary separations. The City of Goldsboro desires to retain the police officers and firefighters currently employed and provide incentive for future hires.

Council agreed at the September 5, 2023, Council Meeting to implement Police Department and Fire Department Proposal B pay plans starting the first pay period in October 2023.

Police Department sworn officer pay will increase 10% or the minimum of the new pay grade as follows: Officer Trainee 72 to 75; Officer 73 to 76-79; Corporal 76 to 79; Sergeant 77 to 81; Captain 80 to 83; Major 85 to 86; and the Chief of Police will remain at 89 and not receive a pay increase.

Fire Department pay will increase 5% or the minimum of the new pay grade as follows: Firefighter Trainee 70 to 72; Firefighter 71 to 73; Senior Firefighter 71 to 74; Fire Engineer 74 to 76; Fire Engineer II 74 to 77; Fire Captain 78 to 79; Fire Captain II 78 to 80; Battalion Chief 81 to 82; Assistant Fire Chief will remain at 85; the Deputy Fire Chief will remain at 88; and the Fire Chief will remain at 89. The Fire Chief, Executive Assistant, Administrative Assistant, and part-time personnel will receive no additional pay raise.

It was recommended that Council approve the following entitled Resolution to increase Police Department and Fire Department Pay. Consent Agenda Approval. Broadaway/Jones (6 Ayes)

RESOLUTION NO. 2023-65 “RESOLUTION TO INCREASE POLICE DEPARTMENT AND FIRE DEPARTMENT PAY”

Departmental Monthly Reports. Accepted as Information. The various departmental reports for August 2023 were submitted for Council approval. It was recommended that Council accept the reports as information. Consent Agenda Approval. Broadaway/Jones (6 Ayes)

Items Requiring Individual Action.

Adoption of An Ordinance Amending Chapter 53: Water and Sewer Systems of the City of Goldsboro's Code of Ordinances. The item was presented by Assistant City Manager Livingston during the work session and tabled until the October 2, 2023 Council meeting.

City Manager's Report.

City Manager Salmon shared the draft FY22 Consolidated Annual Performance Evaluation Report (CAPER) is available for public review and comment from Sep 14-28 at public access sites. He also thanked everyone that participated in the NC Freedom Fest.

Ceremonial Documents.

Hispanic Heritage Month Proclamation. Read by Mayor Pro Tem Matthews: The Goldsboro City Council proclaimed September 15 through October 15, 2023 as HISPANIC HERITAGE MONTH in Goldsboro, North Carolina and extended best wishes to all of our communities as they hold appropriate ceremonies to commemorate this observance.

Constitution Week Proclamation. Read by Councilwoman Jones: The Goldsboro City Council proclaimed the week of September 17–23, 2023 as CONSTITUTION WEEK in Goldsboro, North Carolina and asked our citizens to reaffirm the ideals that the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

Mayor and Councilmembers' Comments.

Councilwoman Jones shared the following comments: District one, Cluster one, Crime Prevention Group, as well as myself, (I'm part of that), we would like to thank our Goldsboro Fire Department, they are our heroes. The fire that happened Thursday night was just really awful and the explosions, the houses nearby and the way you maneuvered those fire trucks and getting in there and out and those men, it was just awesome it really was and then again, this week on 301 Virginia Street. I am just so thankful that no one was injured but that the family did lose everything. I'm asking the young lady, I did try to contact her, and I did call, so if you're listening tonight wherever you are, please do try to contact me, I did leave the number. We want to thank you and we're so proud of you and thank you for what you did this weekend for District one.

Councilman Broadway had no comments.

Mayor Pro Tem Matthews shared the following comments: I just want to encourage everybody to go vote and use your voice by way of the ballots. Thank you.

Councilman Gaylor shared the following comments: This is going to be a little bit of an echo of a couple things you've already heard but if you ever want to know the value of significant fire apparatus, go look at what Tower One was able to do during the fire that Councilwoman Jones was referring to, the warehouse fire. With the explosions that were going on, we would have lost an entire block of our city if it were not for, of course the men and women who were actually doing it, I'm taking nothing away, but I'm saying having the right technology and the right tools to be able to do it safely and effectively, we saved an entire block of our city that night and I'm not exaggerating because we've seen it happen at other times. When the community building burned here in Goldsboro, that's another time where without the right equipment we would have lost an entire block and so I have a huge appreciation and respect for what they did and what they were able to do with the training and the tools and want to make sure that we emphasize how much that matters and that we stand behind and we stand committed to making sure they have the tools and the people that they need to be able to continue providing that service to our city. And then of course with Freedom Fest, we saw members of Public Works, Fire, Police, Downtown Development, Parks and Rec, that was an all-hands event and then an absolute mud bath and some of the pictures were absolutely fantastic and I appreciate all of them being willing to stand out there and get soaking wet with me.

Councilman Batts had no comments.

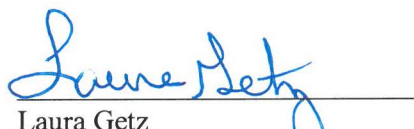
Mayor Ham shared the following comments: I'm going to take a moment to speak to a couple of things that have been mentioned before. I also want to commend our Fire Department for the great job they did Thursday night. I didn't go down to the fire, I went near the fire Thursday night, but I didn't go down and they didn't need the mayor down there, but I did go back on Friday morning, and I walked down to the site, and I talked to the firemen that were on site there. I also talked to the business owner, that poor, sad business owner of that garage, who was just devastated by that. He's been here in the city for 6 years, came here as a spouse of an airman (airwoman) at the base. He's been in business for two years. Tears rolled down his cheek as he looked there and talked about what he had lost. Sad situation. I then went over to the fire department and spoke to those firemen that were still around. Some had come in from off duty the night before and there was a sense of accomplishment on their part, a sense of pride. This was a big fire as has been mentioned. They employed fire departments from the surrounding areas and as Councilman Gaylor said and Councilwoman Jones, this thing could have escalated to a major fire. Those cars that were inside the garage, their fuel tanks were exploding, sending fire elements up in the air above the tree line and I'm talking about 40-50 foot trees. They did a great job, and they should be commended by everyone for that. I want to also speak about the Arts Council. Our Arts Council held its ribbon cutting on Friday night. Our Arts Council here in Goldsboro is called the Wayne County Arts Council, it's not called the Goldsboro Arts Council but it's been here in Goldsboro all of my memory of it but they had a ribbon cutting Friday night and it was a great turnout of the public for that event and that inspired me to see the people come out for that event and some of them had a real appreciation for art. I think all of them had some degree of appreciation of the arts but some of them were just curious to see what's

happened, has this Arts Council been reborn, is somebody giving birth to it again, and it has. It's a fantastic organization, the volunteers, the board, the whole bit, and they're expanding. It's going to be the Wayne County Arts Council because they are going into Mount Olive, Pikeville, and Fremont. But anyway, I wanted to commend the leadership of that organization for what they have done to turn this program around. I also want to mention the Constitution. I had the pleasure of going over to the DAR meeting on Saturday and reading the Constitution as I have many times now and I spoke about the fact that I actually had read the Constitution at home before I went there. I also read the 27 amendments and the fact that it refreshed my mind as to really what this Constitution stands for. Judge Will Bland was there and gave a history on the Constitution. He presented some facts, ladies, and gentlemen, that I had never even thought about. That's how the Constitution came about and the number of Constitutions that we've had. We've actually had more than one Constitution, so I encourage our citizens to find time to look through the Constitution especially the fact now that in this time that we're here, we turn on the TV and everybody's talking about, well that's not in the Constitution or this is in violation of the Constitution, or the Constitution says we can do that and so forth. You hear that all the time. Take some time to go read the Constitution. Look at the 27 amendments. Some of them are more important than others, as so far as our daily lives are concerned, but really everyone should know a little bit about the Constitution. I asked someone there, "In our public schools, is the Constitution taught anymore?" and this one teacher said, "Well, in my 5th grade class we address the Constitution.", I don't know if she said they teach it, but they get exposed to the Constitution and that was comforting to hear. I wish all of our school aged children would have an opportunity to be exposed to the Constitution because it means so much to us.

There being no further business, Mayor Ham adjourned the meeting at 8:30 p.m.




David Ham
Mayor


Laura Getz
City Clerk

NATIONAL DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION

WHEREAS, the crime of domestic violence violates an individual's privacy and dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological, and economic control and/or abuse including abuse to children and the elderly; and

WHEREAS, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial, and societal barriers, and are supported by societal indifferences; and

WHEREAS, the impact of domestic violence is wide ranging, directly effecting individuals and society as a whole, here in this community, throughout the United States, and the world; and

WHEREAS, it is battered women themselves who have been in the forefront of efforts to bring peace and equality to the home.

NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim October 2023 as:

NATIONAL DOMESTIC VIOLENCE AWARENESS MONTH

in the City of Goldsboro, and recognize the important work done by domestic violence programs, and urge all citizens to actively participate in activities and programs to work toward improving victim safety and holding perpetrators of domestic abuse accountable for their actions against individual victims and our society as a whole.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 2nd day of October, 2023.




David Ham
Mayor

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 CITY COUNCIL MEETING**

Continued to 10/16/23

SUBJECT: **PUBLIC HEARING & FINAL ACTION**
Z-13-23 Harry and Mollie, LLC (General Business and Industrial Business Park-1 to General Business) – East side of McLain Street between Oak Forest Rd. and E. Ash St. Ext.

ADDRESS: TBD

PARCEL #: 3519905459 (Portion of)

PROPERTY OWNER: Harry and Mollie, LLC

APPLICANT: Harry and Mollie, LLC c/o Robert “Bob” Ivey

BACKGROUND: The applicant is requesting a rezoning for 63.853 acres from General Business (GB) and Industrial Business Park (IBP-1) to the General Business (GB) Zoning District. The General Business (GB) Zoning District is established to accommodate the widest range of uses providing general goods and services to the community. The intent of this district is to promote high quality, accessible developments serving the needs of the community and surrounding area.

SURROUNDING

ZONING:

North: Industrial Business Park (IBP-1)

South: General Business (GB), Residential (R16/R20A/R9CZ)

East: Industrial Business Park (IBP-1) and General Business (GB)

West: Shopping Center (SC) and Industrial Business Park (IBP-1)

Existing Use: The properties proposed for rezoning are currently vacant.

Land Use Plan: The City’s Land Use Plan locates this parcel within the Industrial land use designation. This designation was developed to establish and protect industrial areas for the use of prime industrial operations and for the distribution of products at wholesale.

The General Business (GB) Zoning District is not a corresponding zoning district within the Industrial land-use designation.

DISCUSSION: As previously stated, this is a rezoning proposal for 63.853 acres to be rezoned from General Business (GB), Industrial Business Park (IBP-1) to General Business (GB) Zoning District. This is a general rezoning. As such, all uses must be considered in the proposal to rezone the property.

The subject property is adjacent to property commonly identified as the Park East Industrial Park. It is one of two industrial parks in Wayne County.

According to the City of Goldsboro’s Comprehensive Land-Use Plan (CLUP), incompatible non-industrial uses shall not be allowed to encroach upon existing or

planned industrial sites. Rezoning the property to General Business will create opportunities for uses permitted by right in the General Business (GB) Zoning District to locate adjacent to existing or planned industrial sites. In addition, the CLUP encourages new industrial development to locate in existing or planned industrial parks. Rezoning the property to General Business (GB) could reduce opportunities for attracting new and existing industries to Park East. Lastly, it will decrease the existing industrial park's potential for future growth and development.

Currently, Shopping Center (SC) Zoning District is located west of the General Business Zoning District proposed for the subject property (Portion of). This zoning district has the potential to accommodate a majority of the same types of land uses that the General Business Zoning District would accommodate.

TRC REVIEW:

Staff has distributed this proposed rezoning to SJAFB and NCDOT. If the rezoning is approved, formal comments will be generated once a site-specific plan is submitted for development.

STAFF

RECOMMENDATION:

Staff is recommending denial of the rezoning request. There are several factors that would support not approving the rezoning request. According to the City of Goldsboro's Comprehensive Land-Use Plan (CLUP), incompatible non-industrial uses shall not be allowed to encroach upon existing or planned industrial sites. Rezoning the property to General Business will create opportunities for uses permitted by right in the General Business (GB) Zoning District to locate adjacent to existing or planned industrial sites. In addition, the CLUP encourages new industrial development to locate in existing or planned industrial parks. Rezoning the property to General Business (GB) could reduce opportunities for attracting new and existing industries to Park East. Lastly, it will decrease the existing industrial park's potential for future growth and development.

PLANNING

COMMISSION

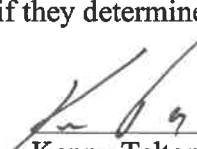
RECOMMENDATION:

The City of Goldsboro Planning Commission met on September 25, 2023, to review and make a recommendation regarding the rezoning request. The Planning Commission voted: 4 in favor, 2 against.

REQUIRED ACTION:

Council shall vote to adopt the recommendation for approval and consistency statement that the Planning Commission has provided and vote to adopt the Approval Ordinance with the inclusion of the consistency statement, or council shall vote to deny with the inclusion of the Inconsistency statement that deems this rezoning request to be inconsistent. Council may also continue the public hearing to a date certain if they determine further discussion is needed.

Date: 9/27/23


Kenny Talton, Planning Director

Date: 9/27/23


Timothy Salmon, City Manager

**CITY OF GOLDSBORO PLANNING COMMISSION
Z-13-23 HARRY AND MOLLIE, LLC.
WORKSHEET**

Pursuant to NCGS 160D-604(d), when the Planning Board (Planning Commission) is conducting a review of a proposed zoning text or map amendment, the Planning Board (Planning Commission) shall advise and comment on whether the proposed action is consistent with the City of Goldsboro Land Use Plan. The Planning Board (Planning Commission) must provide the City of Goldsboro City Council with a written recommendation that addresses plan consistency or inconsistency and other matters as deemed appropriate by the Planning Board (Planning Commission).

Consistency Statement: The City of Goldsboro Planning Commission finds the proposed rezoning to be inconsistent with the Industrial land-use designation. Despite the fact that the subject property is located in the Industrial land-use designation, development trends indicate that the proposed General Business Zoning District would be compatible with other zoning districts adjacent to the subject property and the E. US 70 Hwy. corridor.

Voting Record for Recommendation:

Yes 4 No 2

Inconsistency Statement: The City of Goldsboro Planning Commission finds the proposed rezoning to be inconsistent with the Industrial land-use designation and finds that this rezoning, if executed, would have a negative impact on the public. The City of Goldsboro Planning Commission deems this proposed rezoning to not be appropriate and does not recommend approval to the City of Goldsboro City Council. According to the City of Goldsboro's Comprehensive Land-Use Plan (CLUP), incompatible non-industrial uses shall not be allowed to encroach upon existing or planned industrial sites. Rezoning the property to General Business will create opportunities for uses permitted by right in the General Business (GB) Zoning District to locate adjacent to existing or planned industrial sites. In addition, the CLUP encourages new industrial development to locate in existing or planned industrial parks. Rezoning the property to General Business (GB) could reduce opportunities for attracting new and existing industries to Park East. Lastly, it will decrease the existing industrial park's potential for future growth and development. The City of Goldsboro Planning Commission finds the proposed rezoning to be inconsistent with the land use plan.

Voting Record for Recommendation:

Yes No

ORDINANCE NO. 2023 –

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP AND COMPREHENSIVE LAND USE MAP OF THE CITY OF GOLDSBORO, NORTH CAROLINA

WHEREAS, after notice duly given according to law, a public hearing was held before the City Council at a regular meeting held in the City Council Chambers, 214 N. Center St. in the Historic City Hall building, on **Monday, October 2, 2023**, at 7:00 p.m., for the purpose of considering and discussing the passing of an ordinance amending the Official Zoning Map and the Comprehensive Land Use Map of the City of Goldsboro, North Carolina, and the Planning Commission heard the item on **Monday, September 25, 2023**; and

WHEREAS, Harry and Mollie, LLC has submitted a petition to rezone Tax Parcel 3519905459 (Portion of) from the General Business (GB) and Industrial Business Park (IBP-1) to General Business (GB) Zoning District; and

WHEREAS, the City of Goldsboro Comprehensive Land Use Plan places the proposed rezoning area in the Industrial land use designation; and

WHEREAS, the proposed General Business (GB) Zoning District is inconsistent with the Industrial land use designation and Comprehensive Land-Use Map; and

WHEREAS, the General Business (GB) Zoning District is designed to accommodate the widest range of uses providing general goods and services to the community; and

WHEREAS, the proposed rezoning request is reasonable and, in the public's best interest due to development trends indicating that the proposed General Business (GB) Zoning District would be compatible with other zoning districts adjacent to the subject property and the E. US 70 Hwy. corridor; and

WHEREAS, the proposed rezoning request is consistent with the Comprehensive Land-Use Plan; and

WHEREAS, after completion of said public hearing and receipt of the recommendation of the Planning Commission, the City Council of the City of Goldsboro deems it advisable and for the best interest of the City and those residing within its zoning jurisdiction that the Official Zoning Map and Comprehensive Land Use Map of the City of Goldsboro be amended as herein below set forth.

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

1. That the Official Zoning Map and Comprehensive Land Use Map of Goldsboro, North Carolina, be and the same is hereby amended by changing:

From General Business (GB) and Industrial Business Park (IBP-1) to the General Business (GB) Zoning District

From the Industrial Land Use Map designation to the Commercial designation.

Z-13-23 Harry and Mollie, LLC. (General Business and Industrial Business Park to General Business Zoning District)

Wayne County Tax Identification Number: 3519905459 (Portion of)

2. The above amendment is effective upon the adoption of this Ordinance.

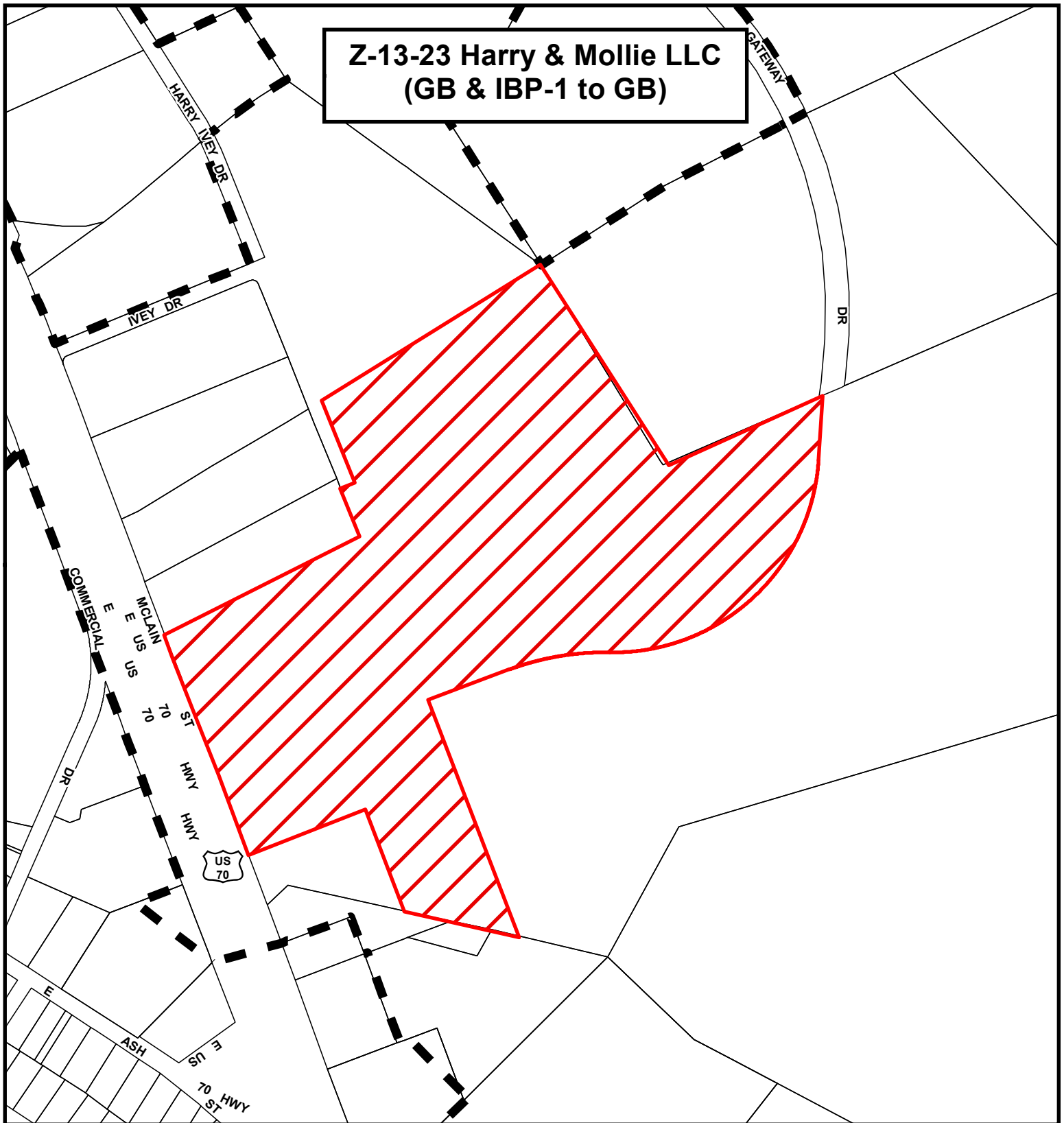
Adopted this 2nd day of October, 2023.

David Ham, Mayor

Attested by:

Laura Getz, City Clerk

**Z-13-23 Harry & Mollie LLC
(GB & IBP-1 to GB)**



REZONING REQUEST:

CASE NO: Z-13-23
APPLICANT: Harry & Mollie LLC
REQUEST: (GB & IBP-1 to GB)
LOCATION: Northeast side of McLain Street Between
Country View Drive and Ivey Drive
PIN #: 3519905459

0 250 500 1,000
Feet



The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

**Z-13-23 Harry & Mollie LLC
(GB & IBP-1 to GB)**



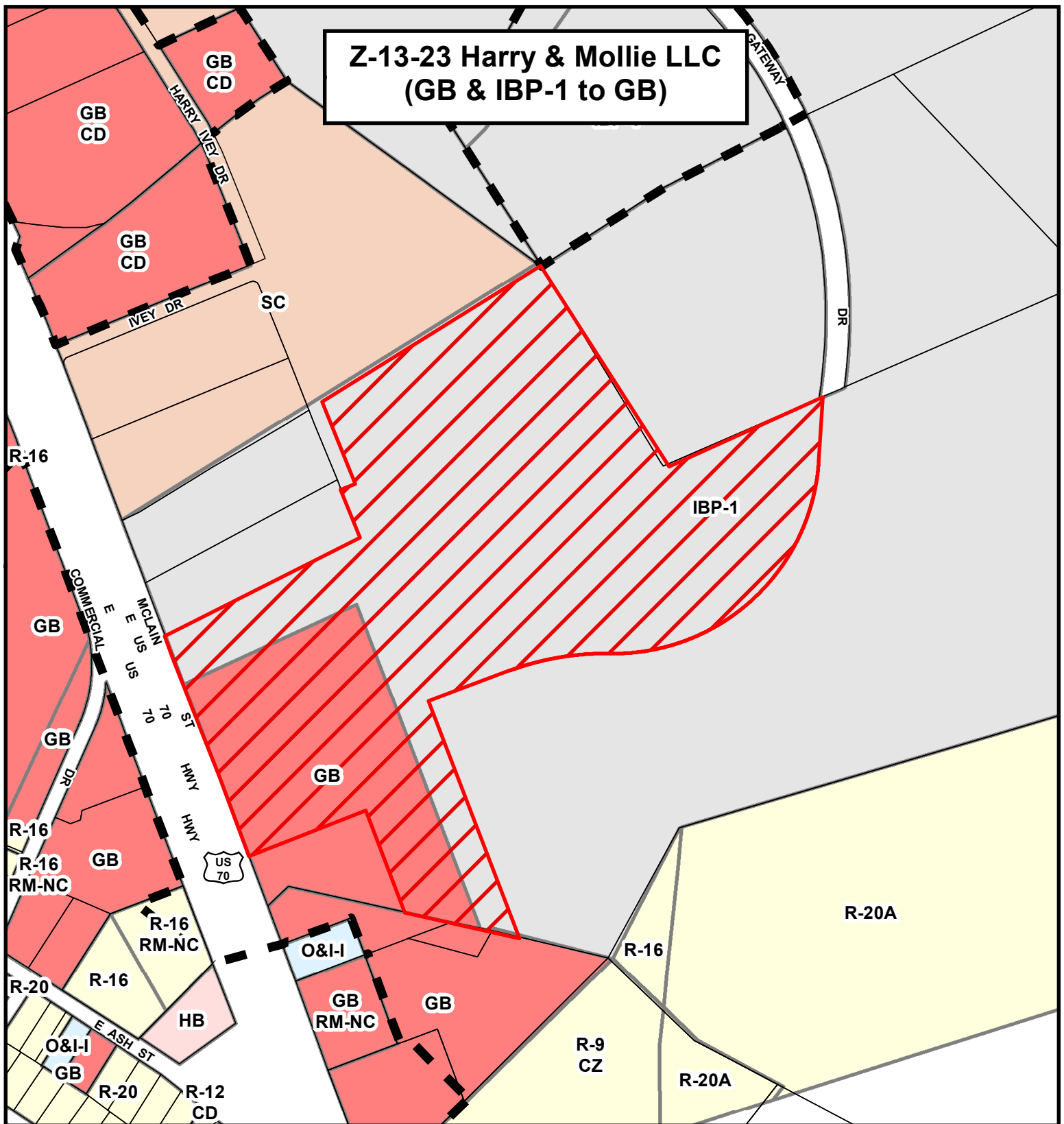
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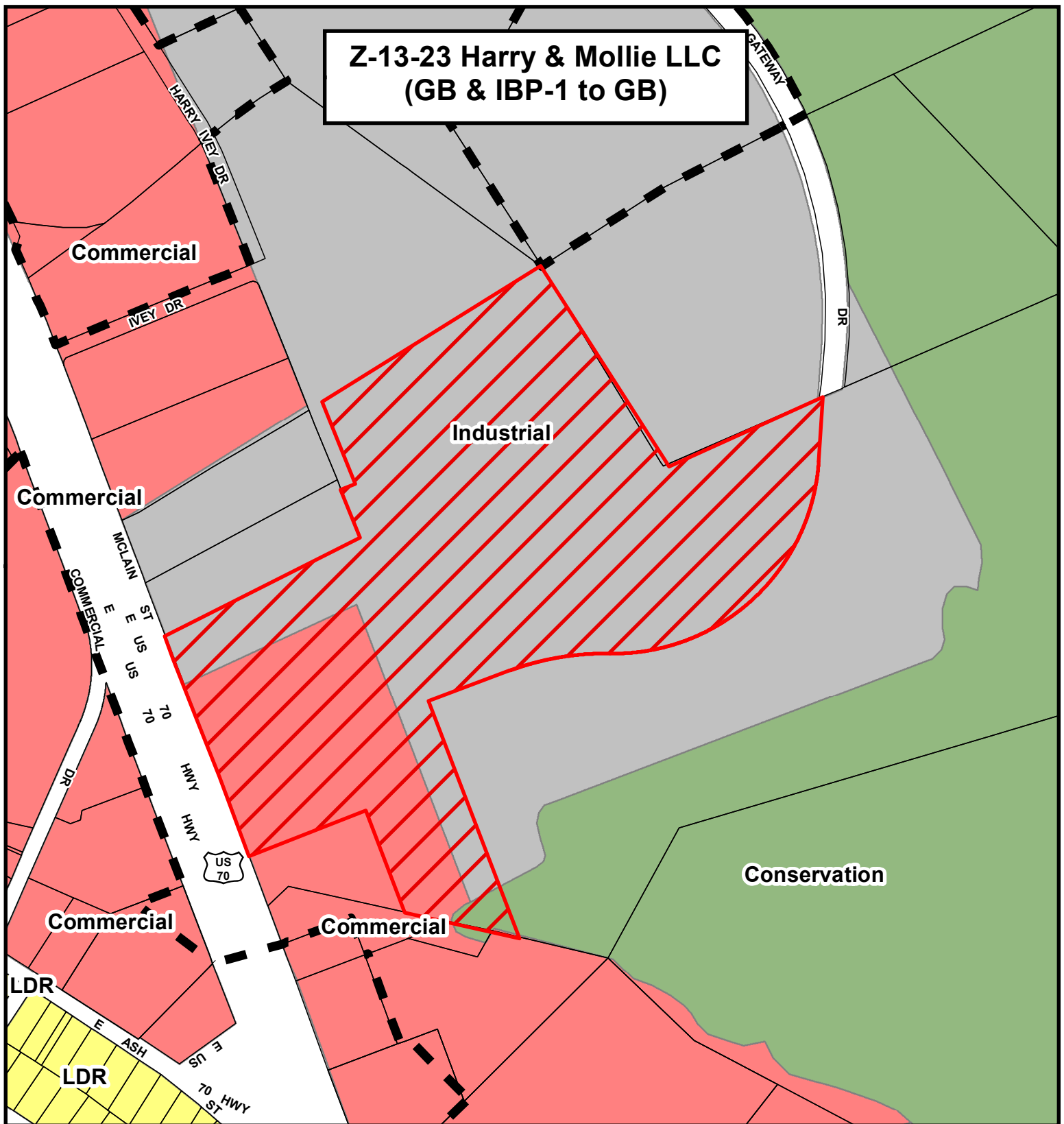
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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 CITY COUNCIL MEETING**

Continued to 11/6/23

**SUBJECT: PUBLIC HEARING & FINAL COUNCIL ACTION
Z-14-23 Red Horse Townes (Residential-12 SF CZ to Residential -12 CZ) – East of Country Day Rd. between Wheeler Dr. and Davis Rd.**

ADDRESS: TBD

PARCEL #: 3600864490/3600861430

PROPERTY OWNER: Veritas, Inc.

**APPLICANT: John G. Thomas, Sr. PE Thomas Engineering PA on behalf of
Nolan Commercial Contractors, Inc.**

BACKGROUND: The applicant is requesting a conditional rezoning from the Residential-12 SF Conditional Zoning District to the Residential-12 Conditional Zoning District limiting the use of the property to a townhome development consisting of 89 units. The purpose of the Residential-12 Zoning District is to accommodate both single and multi-family residential uses and to prohibit all activities of a commercial nature. Townhomes are classified as multi-family dwellings. As such, they shall have twelve thousand square feet of land area for the first unit with an additional six thousand square feet of land area required for each additional dwelling unit.

Access: Country Day Rd.

Area: Approx. 16.57 acres

Townhomes: 89

SURROUNDING

ZONING:

North: Residential 12/16

South: Residential 16

East: Residential 12/16

West: Residential 12/ Office and Institutional

Existing Use: The properties are currently vacant and wooded.

Land Use Plan: The City's Land Use Plan locates these parcels within the Medium Density Residential land-use designation. Residential – 12 (multi-family) is not a corresponding Zoning District in the Medium Density Residential land use designation. However, the City's Comprehensive Land Use Plan supports higher zoning density for residential development with access to City water and sewer services or where plans exist to extend water or sewer service to these areas.

DISCUSSION: This is a conditional rezoning proposal to establish a townhome development to allow for 89 lots. The adjacent uses are Garden Walk Subdivision, The Commons Subdivision, Freedom Baptist Church, Liberty Pentecostal Holiness Church, Country View Apartments, Kingston Place and Brookdale Senior Living Facility. The parcels have direct frontage on Country Day Rd. The proposed development will have direct access on Country Day Rd. and Ashley Ave.

TRC REVIEW: Staff has distributed this proposed conditional rezoning to City Engineering, Public Utilities, Seymour Johnson Air Force Base and NCDOT. There are no comments at this time, based off the concept design. If approved, this will require Site Plan submittal and will undergo TRC Review.

STAFF

RECOMMENDATION: Staff is recommending approval of the conditional rezoning request based on the fact that this development would not be out of character with the overall residential use of the surrounding area. This development would aid in satisfying a growing demand for housing in the City of Goldsboro. The availability of water and sewer does support a higher density development.

STAFF

CONDITIONS: Staff is recommending the following conditions be placed upon this conditional rezoning request:

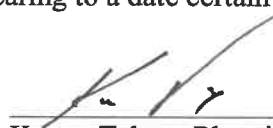
- Two primary means of access shall be provided to the proposed townhome development. (1) off Country Day Rd. (State Road 1569) and (2) Ashley Ave. (City Street)

**PLANNING
COMMISSION**

RECOMMENDATION: The City of Goldsboro Planning Commission met on September 25, 2023, to review and make a recommendation regarding the rezoning request to include staff conditions. The Planning Commission voted 6 in favor and 0 against.

REQUIRED ACTION: Council shall vote to adopt the recommendation for approval and consistency statement that the Planning Commission has provided and vote to adopt the Approval Ordinance with the inclusion of the consistency statement, or council shall vote to deny with the inclusion of the Inconsistency statement that deems this rezoning request to be inconsistent. Council may also continue the public hearing to a date certain if they determine further discussion is needed.

Date: 9/27/23


Kenny Talton, Planning Director

Date: 9/27/23


Timothy Salmon, City Manager

**CITY OF GOLDSBORO PLANNING COMMISSION
Z-14-23 RED HORSE TOWNES
WORKSHEET**

Pursuant to NCGS 160D-604(d), when the Planning Board (Planning Commission) is conducting a review of a proposed zoning text or map amendment, the Planning Board (Planning Commission) shall advise and comment on whether the proposed action is consistent with the City of Goldsboro Land Use Plan. The Planning Board (Planning Commission) must provide the City of Goldsboro City Council with a written recommendation that addresses plan consistency or inconsistency and other matters as deemed appropriate by the Planning Board (Planning Commission).

Consistency Statement: The City of Goldsboro Planning Commission finds the proposed conditional rezoning to be inconsistent with the Medium Residential land use designation. The City of Goldsboro Planning Commission finds that the conditional rezoning request is reasonable and in best public interest due to the fact that residential development of these properties would not be out of character with the overall residential nature of the surrounding area and that this development would aid in providing housing to the City of Goldsboro. The City of Goldsboro Planning Commission recommends approval to the City of Goldsboro City Council with the inclusion of the staff recommended conditions.

Voting Record for Recommendation:

Yes 6 No 0

Inconsistency Statement: The City of Goldsboro Planning Commission finds the proposed conditional rezoning to be inconsistent with the Medium Density Residential land use designation and finds that this conditional rezoning, if executed, would have a negative impact on the public. The City of Goldsboro Planning Commission deems this proposed conditional rezoning to not be appropriate and does not recommend approval to the City of Goldsboro City Council. The City of Goldsboro Planning Commission finds the proposed conditional rezoning to be inconsistent with the land use plan.

Voting Record for Recommendation:

Yes _____ No _____

ORDINANCE NO. 2023 –

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP AND COMPREHENSIVE LAND USE MAP OF THE CITY OF GOLDSBORO, NORTH CAROLINA

WHEREAS, after notice duly given according to law, a public hearing was held before the City Council at a regular meeting held in the City Council Chambers, 214 N. Center St. in the Historic City Hall building, on **Monday, October 2, 2023**, at 7:00 p.m., for the purpose of considering and discussing the passing of an ordinance amending the Official Zoning Map and the Comprehensive Land Use Map of the City of Goldsboro, North Carolina, and the Planning Commission heard the item on **Monday, September 25, 2023**; and

WHEREAS, John G. Thomas, Sr. PE Thomas Engineering PA on behalf of Nolan Commercial Contractors, Inc. has submitted a petition to rezone Tax Parcels 3600864490 and 3600861430 from the Residential-12 SF Conditional Zoning District to the Residential-12 Conditional Zoning District limiting the use of the property to a townhome development consisting of 89 units; and

WHEREAS, the City of Goldsboro Comprehensive Land Use Plan places the proposed rezoning area in the Medium Density Residential land use designation; and

WHEREAS, the proposed Residential-12 Conditional Zoning District is inconsistent with the Medium Density Residential land use designation and Comprehensive Land-Use Map; and

WHEREAS, the Residential-12 Zoning District is designed to accommodate both single and multi-family residential uses and to prohibit all activities of a commercial nature; and

WHEREAS, the proposed rezoning request is reasonable and, in the public's best interest due to the fact that the proposed development would not be out of character with the overall residential use of the surrounding area, would aid in satisfying a growing demand for housing in the City of Goldsboro and the availability of City water and sewer services exist or where plans exist to extend water or sewer services exist; and

WHEREAS, the proposed rezoning request is consistent with the Comprehensive Land-Use Plan; and

WHEREAS, after completion of said public hearing and receipt of the recommendation of the Planning Commission, the City Council of the City of Goldsboro deems it advisable and for the best interest of the City and those residing within its zoning jurisdiction that the Official Zoning Map and Comprehensive Land Use Map of the City of Goldsboro be amended as herein below set forth.

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

1. That the Official Zoning Map and Comprehensive Land Use Map of Goldsboro, North Carolina, be and the same is hereby amended by changing:

From Residential-12 SF Conditional Zoning District to the Residential-12 Conditional Zoning District limiting the use of the property to a townhome development consisting of 89 units.

From the Medium Density Residential Land Use Map designation to the High Density Residential designation.

Z-14-23 Red Horse Townes (Residential-12 SF Conditional Zoning District to Residential-12 Conditional Zoning District

Wayne County Tax Identification Number: 3600864490/3600861430

2. The above amendment is effective upon the adoption of this Ordinance.

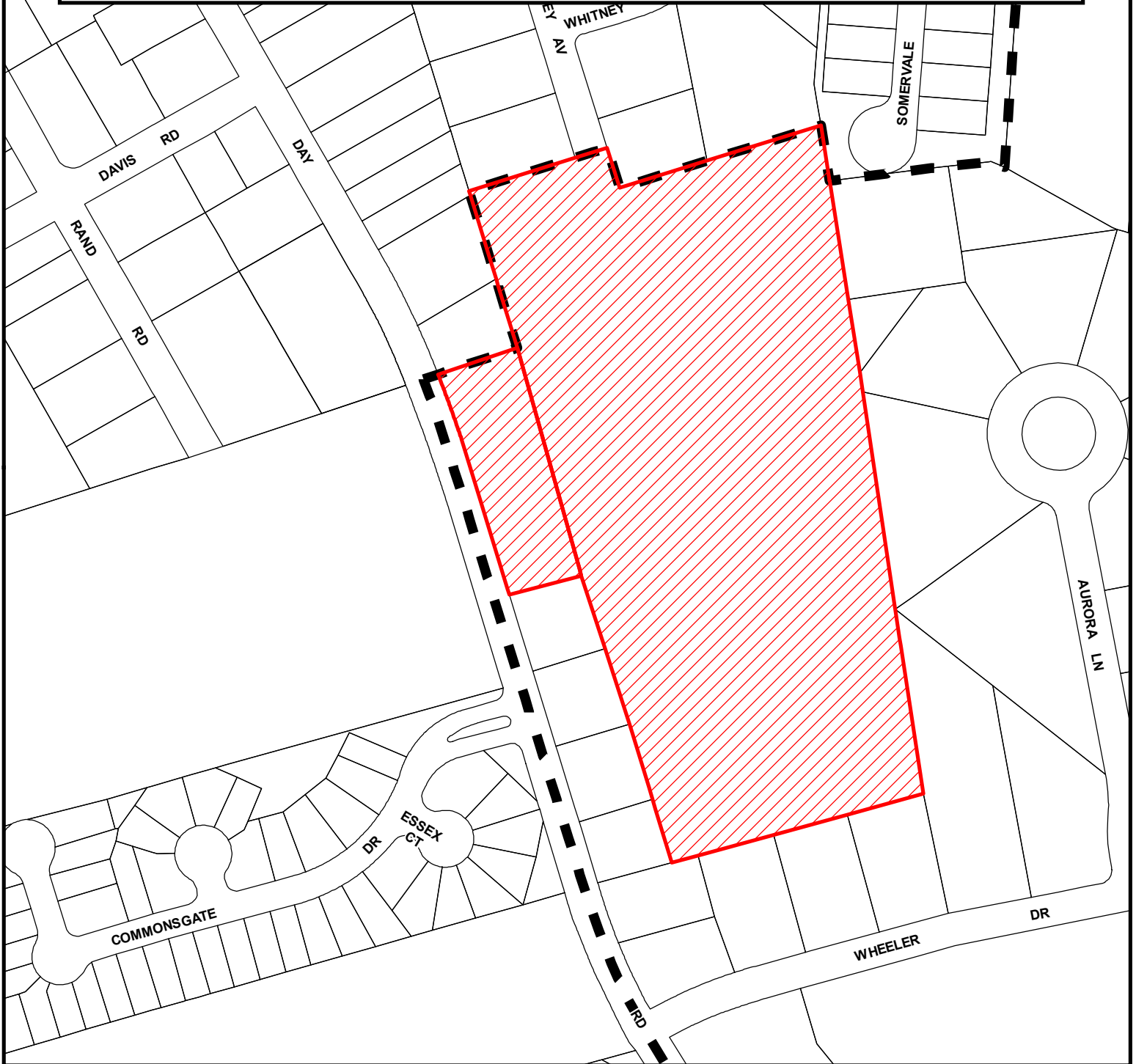
Adopted this 2nd day of October, 2023.

David Ham, Mayor

Attested by:

Laura Getz, City Clerk

**Z-14-23 Red Horse Townes
(Residential-12 SF CZ to Residential-12 CZ)**



REZONING REQUEST:

CASE NO: Z-14-23
APPLICANT: Red Horse Townes
REQUEST: (Residential - 12 SF CZ to Residential - 12 CZ)
LOCATION: East of Country Day Rd. between Wheeler Dr. and Davis Rd.

PIN #: 3600864490/3600861430

0 100 200 400
Feet



The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

**Z-14-23 Red Horse Townes
(Residential-12 SF CZ to Residential-12 CZ)**



REZONING REQUEST:

CASE NO: Z-14-23
APPLICANT: Red Horse Townes
REQUEST: (Residential - 12 SF CZ to Residential - 12 CZ)
LOCATION: East of Country Day Rd. between Wheeler Dr. and Davis Rd.

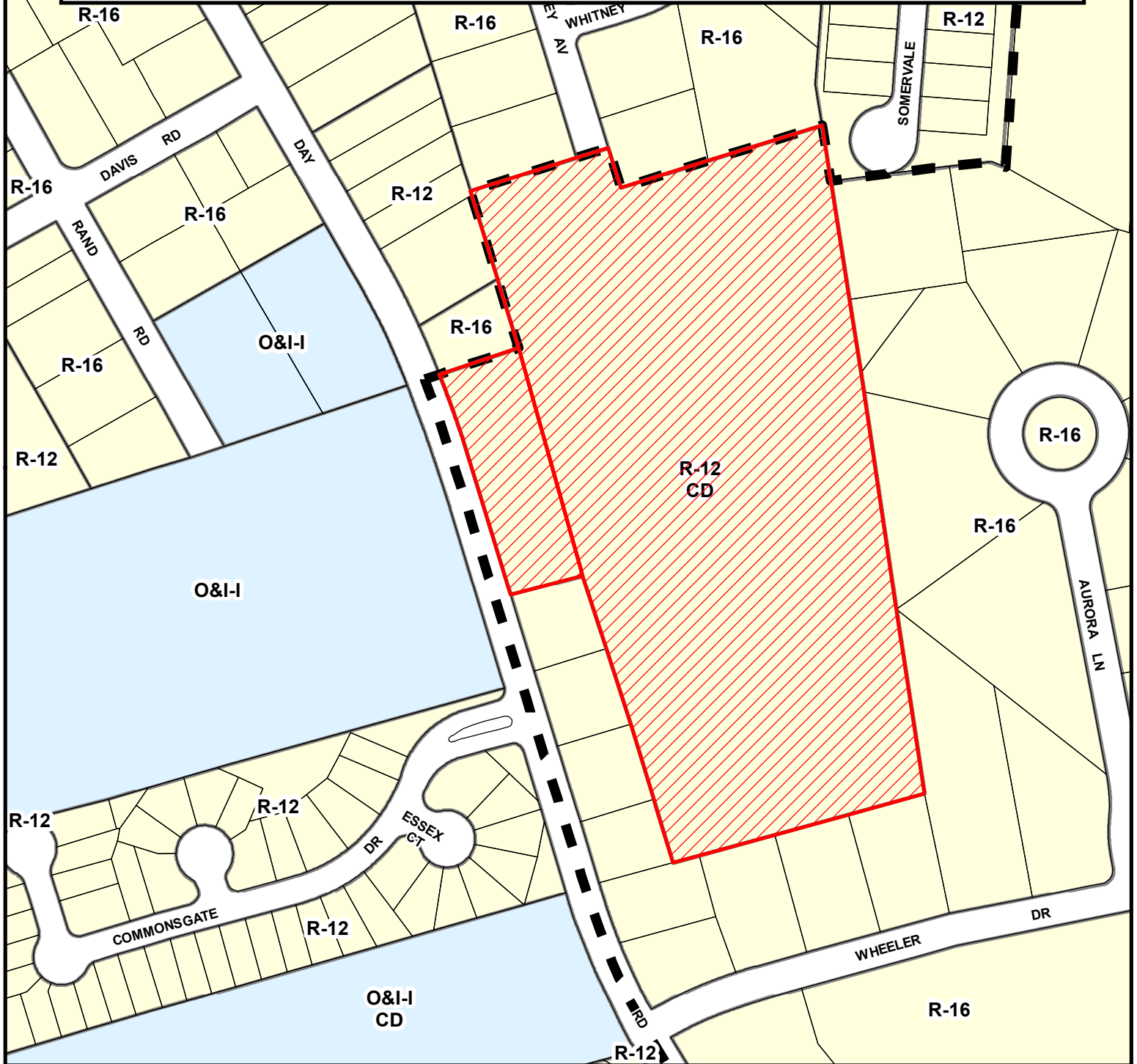
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Z-14-23 Red Horse Townes **(Residential-12 SF CZ to Residential-12 CZ)**



REZONING REQUEST:

CASE NO: Z-14-23
APPLICANT: Red Horse Townes
REQUEST: (Residential - 12 SF CZ to Residential - 12 CZ)
LOCATION: East of Country Day Rd. between Wheeler Dr. and Davis Rd.

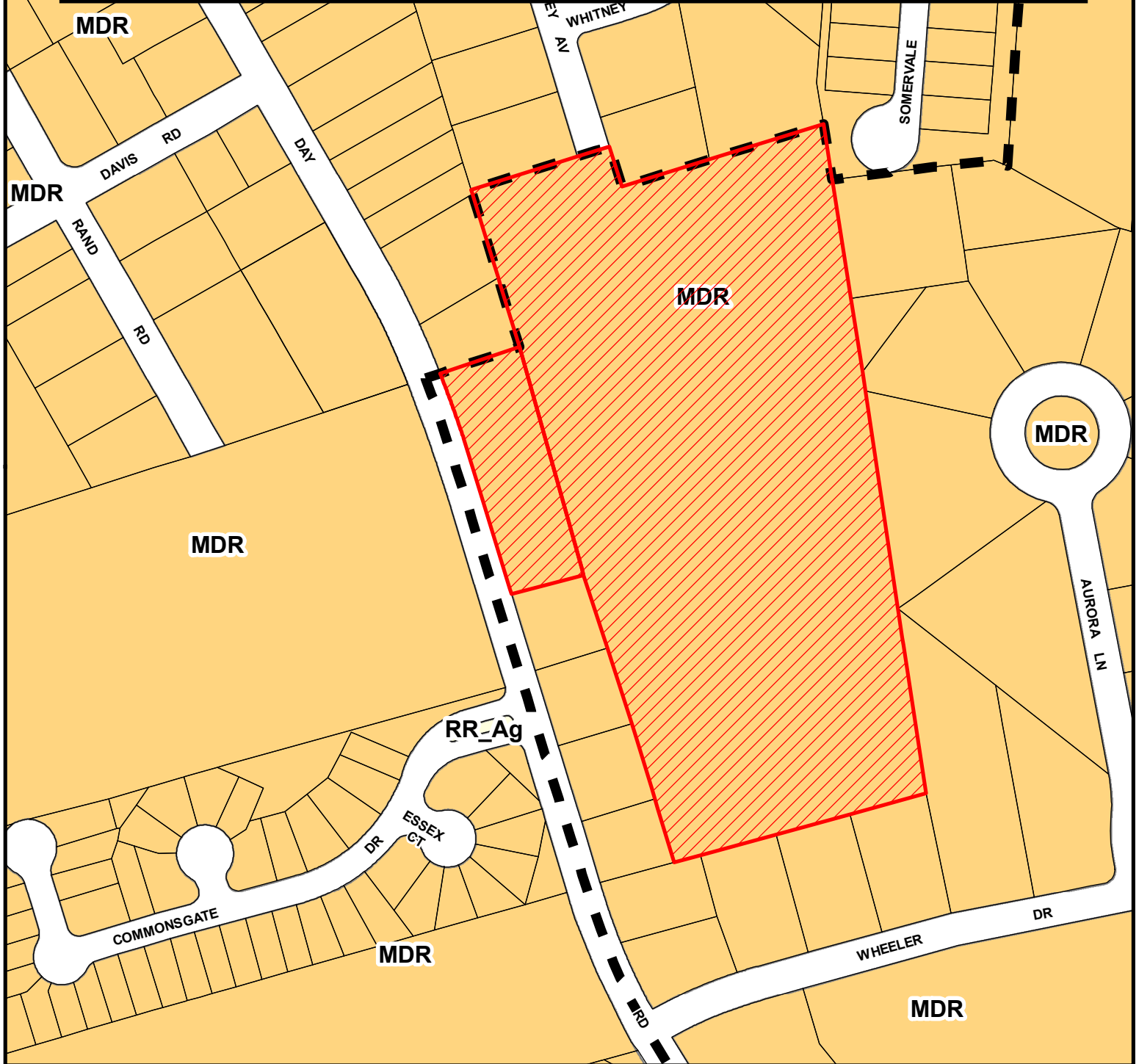
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**Z-14-23 Red Horse Townes
(Residential-12 SF CZ to Residential-12 CZ)**



REZONING REQUEST:

CASE NO: Z-14-23
APPLICANT: Red Horse Townes
REQUEST: (Residential - 12 SF CZ to Residential - 12 CZ)
LOCATION: East of Country Day Rd. between Wheeler Dr. and Davis Rd.

PIN #: 3600864490/3600861430

0 100 200 400
Feet



The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Contract Award for 2023 Resurfacing Project - Formal Bid No. 2023-002

BACKGROUND: On Thursday, August 31, 2023, a bid opening was held for the 2023 Resurfacing Project. Three bids were received and opened.

Daniels Inc. of Garner, NC submitted the low bid for the 2023 Resurfacing Project for a total cost of \$278,150.95. The bids received for this project are tabulated as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
Daniels Inc. of Garner, NC Garner, NC	\$278,150.95
Barnhill Contracting Company Rocky Mount, NC	\$283,288.20
S.T. Wooten Corporation Wilson, NC	\$433,746.00

DISCUSSION: The proposed work consists of approximately 6885 square yards of mill asphalt 1.5" deep; approximately 6885 square yards of S9.5A asphalt surface course; approximately 2370 square yards of full depth patching.

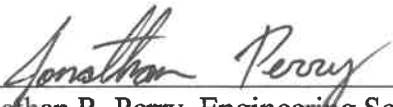
The bids for this project have been reviewed by the Engineering Department, checked for accuracy, and found to be in order.

We have reviewed the financing of this project with the Finance Director and determined the proposed funding as outlined below:

- \$66,485.04 left over from street bond.
- \$57,000.00 allocated from state grant.
- \$154,665.91 coming from fund balance.

RECOMMENDATION: It is recommended the City Council, by motion, adopt the attached resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$278,150.95 with Daniels Inc. of Garner, NC for the 2023 Resurfacing Project.

Date: 9/27/23


Jonathan R. Perry, Engineering Services Manager

Date: 9/27/23


Timothy M. Salmon, City Manager

RESOLUTION NO. 2023 - 66

RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A
CONTRACT FOR 2023 RESURFACING PROJECT FORMAL BID NO. 2023-002

WHEREAS, the City Council of the City of Goldsboro has heretofore found it in the public interest to undertake the 2023 Resurfacing Project; and

WHEREAS, sealed bids were received on August 31, 2023 for the 2023 Resurfacing Project; and

WHEREAS, the low bid was submitted by Daniels Inc. of Garner, NC in the amount of \$278,150.95; and

WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to accept the low bid and award the contract to Daniels Inc. of Garner, NC in the amount of \$278,150.95 for the 2023 Resurfacing Project.

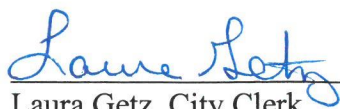
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Goldsboro, North Carolina, that:

1. The Mayor and City Clerk are hereby authorized and directed to execute a contract with Daniels Inc. of Garner, NC in the amount of \$278,150.95 for the 2023 Resurfacing Project.
2. Funds for this project will be allocated as follows:
 - \$66,485.04 left over from street bond.
 - \$57,000.00 allocated from state grant.
 - \$154,665.91 coming from fund balance.
3. This resolution shall be in full force and effect from and after this 2nd day of October, 2023.

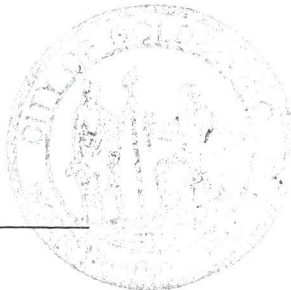


David Ham, Mayor

Attested by:



Laura Getz, City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Contract Award for Lead and Copper Inventory Project
Formal Bid No. 2023-001

BACKGROUND: On Thursday, August 31, 2023, a bid opening was held for the Lead and Copper Inventory Project. Only one bid was received, and the project was scheduled for re-bid.

Two bids were received at the second bid opening held on Tuesday, September 19, 2023.

Duke's Root Control, Inc. submitted the low bid for the Lead and Copper Inventory Project for a total cost of \$2,037,500. The bids received for this project are tabulated as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
Duke's Root Control, Inc. Elgin, Illinois	\$2,037,500.00
Performance Contracting, Inc. Knoxville, TN	\$3,091,323.47

DISCUSSION: The proposed work consists of: approximately 7,000 visual inspections at the meter for public owned and private owned water services; digging up approximately 3,000 public owned and private owned water services; approximately 50 cubic yards of concrete sidewalk repair; approximately 50 tons of asphalt repair; and approximately 50 linear feet of curb and gutter.

The bids for this project have been reviewed by the Engineering Department, checked for accuracy, and found to be in order.

We have reviewed the financing of this project with the Finance Director and determined the proposed funding as outlined below:

- \$1,982,440 is allocated in the FY23-24 Budget.
- The remaining \$55,060 shall be allocated by budget amendment.

RECOMMENDATION: It is recommended that the City Council adopt the attached resolution authorizing the Mayor and City Clerk to execute a contract in the amount of \$2,037,500 with Duke's Root Control, Inc. of Elgin, Illinois for the Lead and Copper Inventory Project.

Date: 9/28/23 
Jonathan R. Perry, Engineering Services Manager

Date: 9/28/23 
Timothy M. Salmon, City Manager

RESOLUTION NO. 2023 – 67

RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION
OF A CONTRACT FOR LEAD AND COPPER INVENTORY PROJECT
FORMAL BID NO. 2023-001

WHEREAS, the City Council of the City of Goldsboro has heretofore found it in the public interest to undertake a Lead and Copper Inventory Project; and

WHEREAS, sealed bids were received on September 19, 2023 for the Lead and Copper Inventory Project; and

WHEREAS, the low bid was submitted by Duke's Root Control, Inc. in the amount of \$2,037,500; and

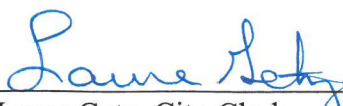
WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to accept the low bid and award the contract to Duke's Root Control, Inc. in the amount of \$2,037,500 for the Lead and Copper Inventory Project.

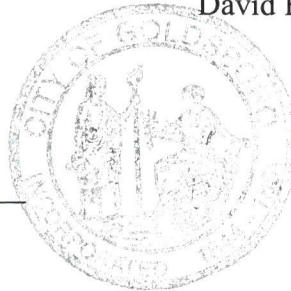
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Goldsboro, North Carolina, that:

1. The Mayor and City Clerk are hereby authorized and directed to execute a contract with Duke's Root Control, Inc. in the amount of \$2,037,500 for the Lead and Copper Inventory Project.
2. Funds for this project will be allocated as follows:
 - \$1,982,440 is allocated in the FY23-24 Budget.
 - The remaining \$55,060 shall be allocated by budget amendment
3. This resolution shall be in full force and effect from and after this 2nd day of October, 2023.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Operating Budget Amendment FY23-24

BACKGROUND: Council adopted the FY23-24 annual operating budget on June 20, 2023.

DISCUSSION: **Non-Profit Services – Rebuilding Broken Places (General Fund)**
On July 17, 2023, City Council agreed to allow Rebuilding Broken Places to submit their financial statement audit in August, and when received would be amenable to funding the FY23 appropriation for services as a fund balance appropriation in FY24.

Rebuilding Broken Places has submitted the requested audit and satisfied the requirements for funding. At this time, it is necessary to appropriate the expenditures for the service contract in the amount of \$13,616. This will be funded with an appropriation of fund balance in the General Fund.

Lead and Copper Project Funding – Utility Fund

City Council authorized the appropriation of \$1,982,440.00 as a transfer to the capital project (Lead and Copper Inventory) in the FY24 adopted budget. At this time the project has been bid, and the cost will be \$2,037,500.00 resulting in a shortfall of \$55,060.00. In order to award the contract, it is necessary to appropriate an additional transfer to the capital project in the amount of \$55,060.00. This will be funded with an appropriation of fund balance in the Utility Fund.

RECOMMENDATION: It is recommended that the City Council, by motion:
1. Adopt the attached ordinance to amend the FY23-24 Operating Budget for the General Fund and Utility Fund.

Date: 9/25/2023


Catherine F. Gwynn, Finance Director

Date: 9/25/23


Timothy M. Salmon, City Manager

AN ORDINANCE AMENDING THE BUDGET ORDINANCE OF THE CITY OF GOLDSBORO FOR THE 2023-24 FISCAL YEAR

WHEREAS, the City Council of the City of Goldsboro adopted the FY2023-24 Annual Operating Budget on June 20, 2023; and

WHEREAS, amendments may become necessary as circumstances arise, and it is necessary to amend the General Fund and the Utility Fund; and

WHEREAS, it is necessary to appropriate funds in the Organizational Support division of the General Fund to fund the non-profit contract services from FY23 with Rebuilding Broken Places, and this will be funded with an appropriation of fund balance in the General Fund; and

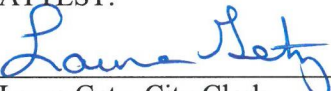
WHEREAS, it is necessary to appropriate funds in Transfers to Capital Projects in the Transfers and Shared Services division of the Utility Fund to fund the remaining cost of the Lead and Copper Inventory Project, and this will be funded with an appropriation of fund balance in the Utility Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the General Fund and Utility Fund be amended as follows:

<u>GENERAL FUND</u>	<u>Current</u>	<u>Amended</u>	<u>Difference</u>
<u>Organizational Support (7310)</u>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 473,129.00	\$ 473,129.00	\$ -
Agency Support-Rebuilding Broken Places	-	13,616.00	13,616.00
Total Expend.-Agency Support	\$ 473,129.00	\$ 486,745.00	\$ 13,616.00
All Other Expenditures	\$ 51,333,528.23	\$ 51,333,528.23	\$ -
Total Expenditures - General Fund	\$ 51,806,657.23	\$ 51,820,273.23	\$ 13,616.00
<u>Revenues</u>			
Tax Revenues	\$ 19,335,688.00	\$ 19,335,688.00	
Licenses and Permits	422,350.00	422,350.00	
Revenue from Other Agencies	16,395,317.00	16,395,317.00	
Charges for Services	6,110,922.00	6,110,922.00	
Capital Returns	2,119,941.80	2,119,941.80	
Miscellaneous Revenue	49,700.00	49,700.00	
Shared Services	3,690,414.00	3,690,414.00	
Appropriated Fund Balance	3,682,324.43	3,695,940.43	13,616.00
Total Revenues - General Fund	\$ 51,806,657.23	\$ 51,820,273.23	\$ 13,616.00
<u>UTILITY FUND</u>			
<u>Transfers (8101)</u>			
FY23-24 Amended Adopted Budget 6/20/23	\$ 4,402,705.49	\$ 4,402,705.49	\$ -
Transfers to Capital Projects	1,982,440.00	2,037,500.00	55,060.00
Total Expend. - Transfers	\$ 6,385,145.49	\$ 6,440,205.49	\$ 55,060.00
All Other Expenditures	\$ 20,386,198.86	\$ 20,386,198.86	\$ -
Total Expenditures - Utility Fund	\$ 26,771,344.35	\$ 26,826,404.35	\$ 55,060.00
<u>Revenues</u>			
Revenue from Other Agencies	\$ -	\$ -	
Charges for Services	23,040,600.00	23,040,600.00	
Capital Returns	201,921.00	201,921.00	
Miscellaneous Revenue	517,072.00	517,072.00	
Shared Services & Transfers	100,000.00	100,000.00	
Fund Balance	2,911,751.35	2,966,811.35	55,060.00
Total Revenues - Utility Fund	\$ 26,771,344.35	\$ 26,826,404.35	\$ 55,060.00

This Ordinance shall be in full force and effect from and after this 2nd day of October, 2023.

ATTEST:


Laura Getz, City Clerk




David Ham, Mayor

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Establishing a Grant Project Fund Ordinance – Lead and Copper Capital Project Fund (W1114)

BACKGROUND: The Environmental Protection Agency (EPA) overhauled the 1991 Lead and Copper Rule and issued the final Lead and Copper Rule Revisions (LCRR) which went into effect December 16, 2021. All water systems must complete certain tasks before the October 16, 2024 deadline which includes developing an inventory of all service lines, including public-side and private-side materials, and making that publicly available.

DISCUSSION: The Engineering department issued a formal bid for the inventory of the public and private lines, and has requested Council award the bid to Duke's Root Control for \$2,037,500.

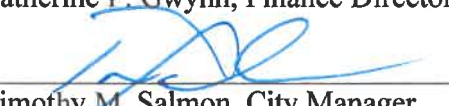
It is necessary to appropriate the expenditures to create the lead and copper inventory for the City, and as allowed by N.C. General Statute §159-13.2, Project Ordinances, we recommend that this be established as a capital project ordinance. This was an unfunded federal mandate, so it will be funded entirely with a transfer from the Utility Fund which was included in the FY24 adopted operating budget.

RECOMMENDATION: It is recommended that the attached Grant Project Ordinance for the Lead and Copper Inventory Capital Project Fund (W1114) be adopted for \$2,037,500.

Date: 9/26/23


Catherine F. Gwynn, Finance Director

Date: 9/27/23


Timothy M. Salmon, City Manager

AN ORDINANCE ESTABLISHING THE GRANT PROJECT FUND FOR THE
LEAD AND COPPER INVENTORY PROJECT (W1114)

WHEREAS, the Environmental Protection Agency (EPA) issued the final Lead and Copper Rule (LCRR) revisions which went into effect on December 16, 2021 to better protect children and communities from the risks of lead exposure in the water supply; and

WHEREAS, the LCRR establishes a deadline of October 16, 2024 for an initial Lead Service Line Inventory (LSLI) which is an inventory of public and private water service connections on the system; and

WHEREAS, it is necessary to appropriate expenditures in order to begin satisfying the federal mandate, and this will be funded with a transfer from the Utility fund.

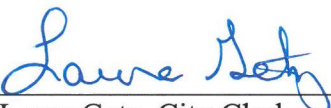
NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Lead and Copper Inventory Project Fund (W1114) be adopted as follows:

Lead and Copper Inventory Project (W1114)

	<u>Current Budget</u>
Revenues:	
Transfer from Utility Fund	\$ 2,037,500.00
Total Revenues	<u>\$ 2,037,500.00</u>
Expenditures:	
Lead and Copper Inventory Project	\$ 2,037,500.00
Total Expenditures	<u>\$ 2,037,500.00</u>

This Ordinance shall be in full force and effect from and after this 2nd day of October, 2023.

ATTEST:



Laura Getz, City Clerk





David Ham, Mayor

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Resolution to approve insurance broker agreement for FY25-FY27.

BACKGROUND: The City conducted an RFQ/RFP process December, 2020, and Arthur J. Gallagher was selected as the insurance broker to represent the City of Goldsboro. We requested a contract of three years which covered FY22-FY24, at a cost of \$45,000 per year for a total of \$135,000. The proposal was prepared such that we could extend the agreement as long as the City was satisfied with the performance of the broker.

DISCUSSION: Arthur J. Gallagher assists the City with procuring multiple coverages that hedge against peril and risk such as general liability, auto, property, crime, inland marine, law enforcement, employment practices, professional, umbrella, cyber liability, liquor, flood, drone and excess worker's comp. The broker has assisted the City with preparing the lengthy insurance applications each year, and has done a good job assisting us in managing the various claims that we file each year. The broker provides resources to assist the City with risk assessment and mitigation such as consultants and training resources.

Keeping the continuity of the broker is important due to the complexity of the City's operations, and number of claims. The broker is amenable to the same terms, and it is our recommendation to engage the broker for the term of FY25-FY27 at the same cost of \$45,000 per year.

RECOMMENDATION: Council approve the attached resolution to engage Arthur J. Gallagher Risk Management Services as the City's insurance broker for FY25-FY27.

Date: 9/25/23


Catherine F. Gwynn, Finance Director

Date: 9/26/23


Timothy M. Salmon, City Manager

RESOLUTION NO. 2023- 68

A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT FOR
INSURANCE BROKERAGE SERVICES BETWEEN THE CITY OF GOLDSBORO AND
ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES
FOR THE FISCAL YEARS 2025 THROUGH 2027

WHEREAS, the City has need for an insurance broker to manage multiple insurance coverage lines to protect the City; and

WHEREAS, the City issued a Request for Proposal ("RFP") to provide risk management and insurance brokerage services to the City in 2020 and selected Arthur J. Gallagher Risk Management Services as its insurance broker for FY2022-2024; and

WHEREAS, the Request for Proposal allowed for extensions of the original contract and City staff recommends that the contract for services for FY2025-2027 be awarded to Arthur J. Gallagher Risk Management Services; and

WHEREAS, beginning July 1, 2024 for a term of three (3) years in consideration for the consulting services outlined, Arthur J. Gallagher Risk Management Services will be compensated a total contract amount of \$135,000 to be paid equally over the three fiscal years.

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

1. The City of Goldsboro authorizes the Mayor, City Clerk and other City staff to execute a contract for risk management and insurance brokerage services with Arthur J. Gallagher Risk Management Services for the coverage period beginning July 1, 2024.
2. This resolution shall be in full force and effect from and after the 2nd day of October, 2023.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 305 Pearson Street to Melissa Bynum Gill

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

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

305 Pearson Street

Offeror: Melissa Bynum Gill

Offer: \$4,330.00

Bid Deposit: \$216.50

Parcel #: 48993 Pin #: 2690902825

Tax Value: \$4,330.00 Zoning: R-6

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a cashier's check.

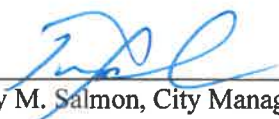
RECOMMENDATION: It is recommended that the City Council, by motion:

1. Accept or reject the offer for 305 Pearson Street.
2. If accepted, adopt attached resolution authorizing Finance to advertise for upset bids.

Date: 9/25/23


Catherine F. Gwynn, Finance Director

Date: 9/25/23


Timothy M. Salmon, City Manager

RESOLUTION NO. 2023- 69

RESOLUTION AUTHORIZING UPSET BID PROCESS

WHEREAS, the City of Goldsboro owns certain real property at 305 Pearson Street (Pin #2690902825); and

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

WHEREAS, the City has received an offer to purchase the property described above, in the amount of \$4,330.00 (Four Thousand Three Hundred Thirty Dollars and no/100) submitted by Melissa Bynum Gill (Offeror); and

WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of \$216.50 (Two Hundred Sixteen Dollars and 50/100);

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

- 1) The City council declares this property as surplus.
- 2) The City Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
- 3) The Finance Director shall cause a notice of the proposed sale to be published in a newspaper of general circulation within its jurisdiction. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
- 4) Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Finance Director at 200 N. Center Street, Goldsboro, NC 27530 during normal business hours within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Finance Director shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
- 5) Upset offer and deposit shall be delivered in a sealed envelope. The written offer proposal must include the name of the person or business making the offer, address of said property, and Wayne County parcel identification number. The offer shall be signed by the individual or person with signature authority if a business entity. The outside of the sealed envelope should have the address of the property, the words "Upset Bid" and include the address of the Property.
- 6) The City of Goldsboro reserves the right to reject any or all offers at any time.
- 7) If a qualifying higher bid is received, the Finance Director shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
- 8) A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that existing offer and five percent (5%) of the remainder of that existing offer.
- 9) A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The city will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received; provided that sufficient time has elapsed to allow for the payment draft, if by

check, to clear the City's central depository and be credited to such, the return of the deposit will then be issued within 10 days of confirmation of clearing. The city will refund the deposit of the final high bidder at closing or apply to the sales price, as determined at the time of closing by the Finance Director.

- 10) Any Offeror's bid deposit shall be refunded if it is not the final high bidder; or if mutually agreeable terms cannot be settled upon if no upset bids are received, provided that sufficient time has elapsed to allow for the payment draft, if by check, to clear the City's central depository and be credited to such. Refund will be issued within 10 days of confirmation of clearing.
- 11) The terms of the final sale are:
 - a) City Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed.
 - b) Buyer must pay with cash at the time of closing.
 - c) Buyer must pay closing costs.
- 12) The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
- 13) If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate city officials are authorized to execute the instruments necessary to convey the property to Offeror.

This resolution shall be in full force and effect from and after this 2nd day of October, 2023.

Attest:


Laura Getz, City Clerk




David Ham, Mayor

Octavius Murphy, Assistant to the City Manager

City of Goldsboro

200 N. Center St. Goldsboro, NC 27530

Office: (910) 580-4351 Fax: (910) 580-4344

omurphy@goldsboronc.gov

I, Melissa Bynum Gill, would like to offer the City of Goldsboro, the sum of \$4,330 for the purchase of property at the following location:

Parcel: 2690902825

Street: 305 Pearson Street Goldsboro N. C.

Signed Melissa Bynum Gill

Date 9/7/23

Name Melissa B. Gill, M.Ed.

Address: 823 N. Argo Street, Goldsboro, NC 27530

224 R Street NW #103 Washington, DC 20001

Phone: 919-766-1280

Email: Gill_Melissa@yahoo.com

Amount of Bid Deposit: \$4,330



15-154
540

257276

CASHIER'S CHECK

08 SEP 23

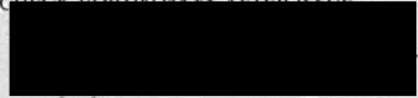
TO THE ORDER OF **CITY OF GOLDSBORO *******

CHECK AMOUNT
\$216.50

PAY TWO HUNDRED SIXTEEN DOLLARS AND 50 CENTS

MELISSA B. GILL
224 R STREET NW APT 103
WASHINGTON DC 20001

THIS CHECK VOID 90 DAYS AFTER ISSUE



305 Pearson St.



WAYNE COUNTY

CITY OF GOLDSBORO

305 PEARSON ST

76121320

COUNTYWIDE ADVALOREM TAX (100), CITY - GOLDSBORO (100)

Reval Year: 2019 Tax Year: 2023 PEARSON ST

Appraised by 60 on 01801 CENTRAL BUSINESS DISTRICT

Return/Appeal Notes: Parcel: 2690902825

PLAT: / UNIQ ID 48993

ID NO: 12000076002037

CARD NO. 1 of 1

1.0000 LT

TW-12

SRC=

CI-01FR-00EX-5 AT-

LAST ACTION 20170729

BUILDING DIMENSIONS

LAND INFORMATION

HIGHEST AND BEST USE	USE CODE	LOCAL ZONING	FRONT TAGE	DEPTH	DEPTH / SIZE	LND MOD	COND FACT	OTHER ADJUSTMENTS AND NOTES				ROAD TYPE	LAND UNIT PRICE	TOTAL LAND UNITS	UNT TYP	TOTAL ADJUST	ADJUSTED UNIT PRICE	LAND VALUE	OVERRIDE VALUE	LAND NOTES
0100	0100	R-6	70	160	1.0300	2	1.0000	RF	AC	LC	TO	OT		60.00	70.000	FF	1.030	61.80	4326	

TOTAL MARKET LAND DATA

TOTAL PRESENT USE DATA

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 717 Devereaux Street

BACKGROUND: Staff has received two offers to purchase city owned property. Council must either accept or reject one of the offers, and if accepted authorize advertisement for upset bids (G.S. 160A-266 and 160A-269).

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

717 Devereaux Street

Offeror #1: Terrance A. Bynum

Offer: \$3,700.00

Bid Deposit: \$185.00

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a money order.

Offeror #2: Melissa Bynum Gill

Offer: \$3,610.00

Bid Deposit: \$180.00

The offer is at least 50% of the tax value of the property. The bid deposit is short by \$0.50 of the calculated 5%. It was received in the form of a cashier's check.

Parcel #: 50151 Pin #: 3509014848

Tax Value: \$3,610.00 Zoning: R-6

Planning has confirmed that this is a non-conforming lot however a single family residence may be constructed on the site if it meets the current Residential (R6) Zoning District building setbacks.

Staff recommends the Council accept the higher of the 2 offers in order to start the upset bid process.

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

1. Accept or reject the offer for 717 Devereaux Street from Terrance A. Bynum.
2. If accepted, adopt attached resolution authorizing Finance to advertise for upset bids.

Date: 9/25/23


Catherine F. Gwynn, Finance Director

Date: 9/26/23


Timothy M. Salmon, City Manager

RESOLUTION NO. 2023- 70

RESOLUTION AUTHORIZING UPSET BID PROCESS

WHEREAS, the City of Goldsboro owns certain real property at 717 Devereaux Street (Pin #3509014848); and

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

WHEREAS, the City has received an offer to purchase the property described above, in the amount of \$3,700.00 (Three Thousand Seven Hundred Dollars and no/100) submitted by Terrance A. Bynum (Offeror); and

WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of \$185.00 (One Hundred Eighty-Five Dollars and No/100);

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

- 1) The City council declares this property as surplus.
- 2) The City Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
- 3) The Finance Director shall cause a notice of the proposed sale to be published in a newspaper of general circulation within its jurisdiction. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
- 4) Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Finance Director at 200 N. Center Street, Goldsboro, NC 27530 during normal business hours within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Finance Director shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
- 5) Upset offer and deposit shall be delivered in a sealed envelope. The written offer proposal must include the name of the person or business making the offer, address of said property, and Wayne County parcel identification number. The offer shall be signed by the individual or person with signature authority if a business entity. The outside of the sealed envelope should have the address of the property, the words "Upset Bid" and include the address of the Property.
- 6) The City of Goldsboro reserves the right to reject any or all offers at any time.
- 7) If a qualifying higher bid is received, the Finance Director shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
- 8) A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that existing offer and five percent (5%) of the remainder of that existing offer.
- 9) A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The city will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received; provided that sufficient time has elapsed to allow for the payment draft, if by

check, to clear the City's central depository and be credited to such, the return of the deposit will then be issued within 10 days of confirmation of clearing. The city will refund the deposit of the final high bidder at closing or apply to the sales price, as determined at the time of closing by the Finance Director.

- 10) Any Offeror's bid deposit shall be refunded if it is not the final high bidder; or if mutually agreeable terms cannot be settled upon if no upset bids are received, provided that sufficient time has elapsed to allow for the payment draft, if by check, to clear the City's central depository and be credited to such. Refund will be issued within 10 days of confirmation of clearing.
- 11) The terms of the final sale are:
 - a) City Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed.
 - b) Buyer must pay with cash at the time of closing.
 - c) Buyer must pay closing costs.
- 12) The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
- 13) If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate city officials are authorized to execute the instruments necessary to convey the property to Offeror.

This resolution shall be in full force and effect from and after this 2nd day of October, 2023.


David Ham, Mayor



Attest:


Laura Getz, City Clerk

I, Terrance A. Bynum would like to offer the
City of Goldsboro the sum of 3700.⁰⁰ for the purchase of property

at the following location:

Parcel: 3509014848

Street: 717 Devereaux St.

Signed: Terrance A. Bynum
Date: 9-13-23

Name Terrance A. Bynum

Address: 5601 Roanoke Ave.

Newport News, VA 23605

Phone: 346-277-2425

Email: Terranceb7@gmail.com

Amount of Bid Deposit: 185⁰⁰

2023 SEP 18 AM 10:08
CITY OF GOLDSBORO
FINANCE DEPARTMENT

RECEIVED



UNITED STATES
POSTAL SERVICE®

POSTAL MONEY ORDER

Serial Number

28860070151

Year, Month, Day

02-07-14

Post Office

236701

U.S. Dollars and Cents

\$185.00

Amount

One Hundred Eighty Five Dollars and 00/100 *****

Pay to

City of Goldsboro

Clerk

23

Address

200 N. Center St.
Goldsboro, NC 27533

From

Terrance Bynum

Address

5601 Roanoke Ave

Memo

Parcel # 3509014848

Newport News, VA 23605



SEE REVERSE WARNING • NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS

Octavius Murphy, Assistant to the City Manager
City of Goldsboro
200 N. Center St. Goldsboro, NC 27530
Office: (910) 580-4351 Fax: (910) 580-4344
omurphy@goldsboronc.gov

I, Melissa Bynum Gill, would like to offer the City of Goldsboro, the sum of \$3,610, for the purchase of property at the following location:

Parcel: 3509014848

Street: 717 Devereaux Street Goldsboro N. C.

Signed Melissa Bynum Gill

Date September 7, 2023

Name Melissa B. Gill, M.Ed.

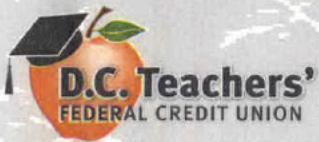
Address: 823 N. Argo Street, Goldsboro, NC 27530/

224 R Street NW #103 Washington, DC 20001

Phone: 919-766-1280

Email: Gill_Melissa@yahoo.com

Amount of Bid Deposit: \$3,610



15-154
540

257278

CASHIER'S CHECK

TO THE ORDER OF **CITY OF GOLDSBORO *******

08 SEP 23

CHECK AMOUNT
\$180.00

PAY ONE HUNDRED EIGHTY DOLLARS ONLY

**MELISSA B. GILL
224 R STREET NW APT 103
WASHINGTON DC 20001**

THIS CHECK VOID 90 DAYS AFTER ISSUE



717 Devereaux St.



WAYNE COUNTY

CITY OF GOLDSBORO

717 DEVEREAUX ST

76121320

COUNTYWIDE ADVALOREM TAX (100), CITY - GOLDSBORO (100)

Reval Year: 2019 Tax Year: 2023 717 DEVEREAUX ST

Appraised by 60 on 01501 DIXIE TRAIL

Return/Appeal Notes: Parcel: 3509014848

PLAT: / UNIQ ID 50151

ID NO: 12000016001003

CARD NO. 1 of 1

1.0000 LT

TW-12

SRC=

CI-01FR-00EX-5 AT-

LAST ACTION 20170729

CONSTRUCTION DETAIL		MARKET VALUE						DEPRECIATION				CORRELATION OF VALUE									
TOTAL POINT VALUE		USE	MOD	Eff. Area	QUAL	BASE RATE	RCN	EYB	AYB	CREDENCE TO											
BUILDING ADJUSTMENTS		01	00							% GOOD											
TOTAL ADJUSTMENT FACTOR		TYPE: SINGLE FAMILY RESIDENTIAL																			
TOTAL QUALITY INDEX		STYLE:																			
		DEPR. BUILDING VALUE - CARD 0																			
		DEPR. OB/XF VALUE - CARD 0																			
		MARKET LAND VALUE - CARD 3,610																			
		TOTAL MARKET VALUE - CARD 3,610																			
		TOTAL APPRAISED VALUE - CARD 3,610																			
		TOTAL APPRAISED VALUE - PARCEL 3,610																			
		TOTAL PRESENT USE VALUE - PARCEL 0																			
		TOTAL VALUE DEFERRED - PARCEL 0																			
		TOTAL TAXABLE VALUE - PARCEL \$ 3,610																			
		PRIOR																			
		BUILDING VALUE 0																			
		OBXF VALUE 0																			
		LAND VALUE 3,610																			
		PRESENT USE VALUE 0																			
		DEFERRED VALUE 0																			
		TOTAL VALUE 3,610																			
		PERMIT																			
		CODE		DATE		NOTE		NUMBER		AMOUNT											
		ROUT: WTRSHD:																			
		SALES DATA																			
		OFF. RECORD		DATE		DEED TYPE		Q/U/V/I		INDICATE SALES PRICE											
		BOOK	PAGE	MO	YR																
		02700	0380	3	2009	WD		U I		0											
		01567	0082	4	1996	WD		U I		0											
		00270	0020	1	1901	WD		U V		0											
		HEATED AREA																			
		NOTES																			
		P9-10 DEMOLISH HSE																			

SUBAREA				CODE	QUALITY	DESCRIPTION	COUNT	LTH	WTH	UNITS	UNIT PRICE	ORIG % COND	BLDG#	SIZE FACT	AYB	EYB	ANN DEP RATE	OVR	% COND	OB/XF DEPR. VALUE
TYPE		GS AREA	%	RPL CS	TOTAL OB/XF VALUE 0															
FIREPLACE																				
SUBAREA																				
TOTALS																				

BUILDING DIMENSIONS

LAND INFORMATION

HIGHEST AND BEST USE	USE CODE	LOCAL ZONING	FRON TAGE	DEPTH	DEPTH / SIZE	LND MOD	COND FACT	OTHER ADJUSTMENTS AND NOTES RF AC LC TO OT				ROAD TYPE	LAND UNIT PRICE	TOTAL LAND UNITS	UNT TYP	TOTAL ADJST	ADJUSTED UNIT PRICE	LAND VALUE	OVERRIDE VALUE	LAND NOTES
0100	0100	R-6	55	155	1.0100	2	1.0000						65.00	55.000	FF	1.010	65.65	3611	0	
TOTAL MARKET LAND DATA																		3,610		
TOTAL PRESENT USE DATA																				

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: Request authorization to purchase a new automated leaf collection truck.

BACKGROUND: The Solid Waste Division has five leaf collection trucks – year models 1999, 2006, 2007, 2010 & 2019. Due to the age and condition of the equipment, we experienced significant equipment downtime and delays during the previous leaf season. To help mitigate equipment concerns, the Solid Waste Division requested and received funding to purchase new leaf collection machines in FY 23 and FY 24.

DISCUSSION: A new leaf collection truck was ordered in August 2022 through Piedmont Truck Center, Inc. with an anticipated delivery in March 2023. Unfortunately, delivery has been delayed until January 2024 due to the unavailability of manufacturer parts.

The purchase of an automated leaf collection truck was authorized in the FY24 budget for \$300K. Fortunately, Carolina Industrial Equipment has several automated leaf collection trucks readily available to purchase for \$275K plus \$2K to cover NC highway use tax, tag and title fees. The representative confirmed they could deliver a truck within 7-10 business days of receiving the purchase order.

RECOMMENDATION: By motion, approve the purchase of the new automated leaf collection truck from Carolina Industrial Equipment, through the North Carolina Sheriff's Association, for \$277K.

Date: 9/26/23


Richard E. A. Fletcher III, Public Works Director

Date: 9/26/23


Timothy Salmon, City Manager

RESOLUTION NO. 2023- 71

RESOLUTION OF INTENT TO PURCHASE A NEW AUTOMATED LEAF TRUCK

WHEREAS, the age of the Solid Waste Division's equipment is causing reliability issues; and

WHEREAS, leaf collection crews are regularly falling behind in part due to the lack of equipment availability; and

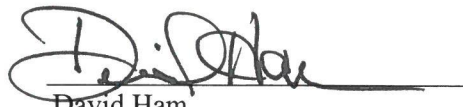
WHEREAS, new equipment purchases were requested and approved in the FY23 and FY24 budgets to help mitigate leaf collection equipment and service concerns; and

WHEREAS, delivery of a new leaf collection truck ordered in FY23 from Piedmont Truck Center Inc., has been further delayed until January 2024; and

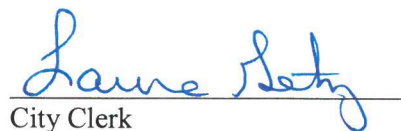
WHEREAS, Carolina Industrial Equipment has an automated leaf collection truck readily available to purchase and deliver within 7-10 business days for \$277K, plus \$2K to cover NC highway use tax, tag and title fees.

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

1. The City of Goldsboro shall approve the purchase of a new Solid Waste automated leaf collection truck from Carolina Industrial Equipment, through the North Carolina Sheriff's Association, for \$277K.
2. This Resolution shall be in full force and effect from and after this the 2nd day of October, 2023.


David Ham
Mayor

Attested by:


City Clerk



CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: HOME-ARP Non-Congregate Shelter (NCS) Program Guidelines & RFP-Application

BACKGROUND: The City has been allocated \$907,913 of HOME-ARP funds by the U.S. Department of Housing and Urban Development (HUD) to assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations. On January 23, 2023, Council voted to approve splitting the allocation at 60/40, with 60% (\$463,035) being allocated to Non-Congregate shelter and 40% (\$308,690) being allocated to Supportive Services.

DISCUSSION: HOME-ARP funds may be used to acquire, rehabilitate, or construct NCS units to serve individuals and families in the Qualifying Populations. Eligible costs include Acquisition, Demolition, Development Hard Costs, Related Soft Costs, and Replacement Reserve. HOME-ARP funds may not be used to pay ongoing costs of operating HOME-ARP NCS or to convert to NCS housing.

The Community Relations & Development department has developed a thorough and detailed program guide and RFP-Application pursuant to Notice CPD-21-10: Requirements for the Use of Funds in the HOME-ARP Program.

The department will return to Council at the October 16, 2023 meeting with program guidelines for Underwriting and Subsidy Layering for Non-Congregate Shelter Unit Projects and Supportive Services.

RECOMMENDATION: By motion, adopt the newly developed HOME-ARP Non-Congregate Shelter (NCS) Program Guidelines & RFP-Application.

Date: 9-26-23



Felecia Williams, Community Relations & Development Director

Date: 9/25/23



Timothy Salmon, City Manager



HOME-ARP

Non-Congregate Shelter Program Guidelines

2023

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THIS DOCUMENT SETS FORTH THE REQUIREMENTS FOR THE CITY'S AWARD OF HOME-ARP FUNDS FOR NON-CONGREGATE SHELTER UNIT PROJECT(S)

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1. Summary

The City of Goldsboro (the City) supports the acquisition and development of a Non-congregate shelter (NCS) for Qualified Populations (QPs) with its funding allocation from the U. S. Department of Housing and Urban Development's (HUD) HOME Investment Partnerships Program (HOME) for eligible HOME American Rescue Plan (HOME-ARP) activities. HOME was created under Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990 with implementing regulations at 24 CFR Part 92. Requirements for HOME-ARP funds appropriated under section 3205 of the American Rescue Plan Act of 2021 which will provide homelessness assistance and supportive services, are located at HUD Notice CPD 21-10.

A Non-Congregate Shelter is one or more buildings that provide private unit(s) or rooms as temporary shelter to individuals and families in qualifying populations and does not require the signing of a lease or occupancy agreement.

Pursuant to the HOME-ARP Allocation Plan, \$463,036 is earmarked for the acquisition and development of NCS. This will expand the supply of decent, safe, sanitary, shelters for QPs.

The City's HOME-ARP funds will be used to provide financing for a qualified NCS project located in Goldsboro. The program will target areas within city limits where a current market demand exists for the proposed project. In exchange for low-cost permanent financing, NCS property owner(s) will agree to serve QPs for the restricted use period. Projects are monitored for compliance during the restricted use period. Project developers, owners, and sponsors must coordinate funder's requirements when there are multiple funding sources.

This document sets forth the requirements for the City's awards of HOME-ARP funds for a Non-Congregate Shelter project.

2. Application and Evaluation Procedure

The City will issue a NCS Project Request for Proposals (RFP) Application. The RFP-Application will outline specific deadlines, any funding focus (e.g., by project type, population served, etc.), and other special considerations.

A. Funding Availability

Upon submission of an RFP-Application for HOME-ARP funds, City staff will conduct a review and analysis of the project and owner/developer as presented in the proposal-application. Proposals will be scored based on regulatory requirements criteria in the RFP-Application. Regardless of strict numerical ranking, the scoring does not operate to vest in an applicant or project any right to a reservation or commitment of HOME-ARP funds. The City will, in all instances, commit HOME-

ARP funds consistent with sound and reasonable judgment, prudent business practices, and the exercise of its inherent discretion.

Projects seeking HOME-ARP funds prior to the receipt of all other funding sources, may be provided with a non-binding Term Sheet. Further, for eligible NCS projects receiving Term Sheets, said Term Sheets may be contingent upon the (1) the applicant's award from other funding sources, if applicable; (2) the City's receipt of the HUD Authority to Use Grant Funds following completion of the Environmental Review process, as applicable; and (3) other items noted in the Term Sheet.

B. Submission of Materials

All HOME-ARP NCS project applicants must comply with the submission criteria set forth in the City's RFP. The City reserves the right to require the submission of additional information as needed to complete project underwriting.

3. Project Funding Requirements

A. Eligibility Criteria

Eligible Applicants

Developers and owners of NCS projects, including for-profit developers and nonprofit developers, are eligible to apply for HOME-ARP funding.

Project Location

Projects must be located in the city limits of Goldsboro.

Project Types

Funds will be provided for the development of a NCS project(s). NCS projects may include but are not limited to the acquisition of land and new construction or acquisition and/or rehabilitation of existing structures such as motels, hotels, or other facilities to be used for HOME-ARP NCS. While the City will entertain any proposals meeting its criteria, in practice most projects will also require other financing sources to cover expenses ineligible for HOME-ARP reimbursement.

Parameters of HOME-ARP Funding

HOME-ARP funds do not have a maximum per unit subsidy. Nevertheless, all project costs must be reasonable and necessary. Funding limitations will be the result of cost reasonableness and HOME-ARP funding availability.

Cost Reasonableness

Per the requirements of 92.250(b), all project costs must be reasonable, whether paid directly with HOME-ARP, or not. The City will review all project costs, including hard and soft costs, to evaluate their reasonableness and may, at its option, require applicants to obtain additional quotes, bids, or estimates of costs. City staff must be allowed the opportunity to conduct a cost analysis to determine cost reasonableness. RFP-Applications may be determined ineligible if access is not granted or costs are determined to be unreasonable.

Identity of Interest

Owners must disclose any identity of interest situations that may occur when contracting with related companies during either the development or ongoing operation of the project.

B. Property Standards

To meet HOME-ARP regulations and City goals, all NCS unit(s) and common areas must meet all applicable State and local codes, ordinances, and requirements and the applicable provisions of HUD's Lead Safe Housing Rules at 24 CFR Part 35. In addition, all NCS projects must meet the following minimum safety, sanitation, accessibility, and privacy standards:

- Must be structurally sound to protect occupants from the elements and not pose any threat to health and safety of the occupants. Construction must meet all local codes. For projects obtaining permits, the State of North Carolina has adopted and enforces the following codes with amendments:
 - o 2018 International Building Code
 - o 2018 International Residential Code
 - o 2018 International Mechanical Code
 - o 2015 International Energy Conservation Code
 - o 2018 International Existing Building Code
 - o 2018 International Plumbing Code
 - o 2018 International Fuel Gas Code

- o 2018 International Property Maintenance Code
 - o 2020 National Electric Code
 - o 2013 ANSI/ASHRAE/IESNA Standard 90.1
 - o 2017 ANSI A117.1 American National Standards for Accessibility & Usable Buildings & Facilities
- All projects must be accessible in accordance section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; the Fair Housing Act (42 U.S.C. 3601 *et seq.*) and implementing regulations at 24 CFR part 100; and Title II of the Americans with Disabilities Act (42 U.S.C. 12131 *et seq.*) and implementing regulations at 24 CFR part 35, all as applicable. New construction or substantial rehabilitation projects with five or more total unit(s) must provide 5% of the project's unit(s) designed to be accessible for tenants with mobility impairments and another 2% of the project's unit(s) designed to be accessible to tenants with sensory impairments. Other rehabilitation projects will be required, to the maximum extent feasible, to provide mobility and sensory accessible unit(s) in the same percentages.
- Must provide each individual or family with an acceptable, individual room to sleep in which includes adequate space and security for themselves and their belongings.
- Must have a natural or mechanical means of ventilation. The interior air must be free of pollutants at a level that might threaten or harm the health of occupants.
- Must have a water supply free of contamination.
- Must have in-unit sanitary facilities that are in proper operating condition and are adequate for personal cleanliness and the disposal of human waste.
- Must provide necessary heating/cooling facilities in proper operating condition.
- Must have adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There must be sufficient electrical sources to permit the safe use of electrical appliances.
- Food preparation areas, if any, must contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.
- Must provide one working smoke detector and one working carbon monoxide detector (if natural gas appliances are used) in each unit. All smoke and carbon monoxide detectors and alarm systems must be designed for hearing-impaired residents. All public areas of the shelter must have at least one working smoke detector and one carbon monoxide detector. There must also be a second means of exiting the building in the event of fire or another emergency.

C. Admission and Occupancy

HOME-ARP NCS unit(s) may only be occupied by individuals or families that meet the criteria for one or more of the QPs. Where applicable, occupancy of NCS unit(s) by qualifying populations must be in accordance with the requirements in the Preferences Among Qualifying Populations,

Referral Methods, and Subpopulations section (Section IV.C) of the Notice. The QPs must not be charged occupancy fees or other charges to occupy a HOME-ARP NCS unit during the restricted use period.

To ensure that access to HOME-ARP NCS by qualifying populations is effectively integrated with other assistance and services, project owners are encouraged to incorporate each HOME-ARP NCS into the CE established by the CoC(s) for the area the NCS project is funded to serve, provided that the CE is used in accordance with the Preferences Among Qualifying Populations, Referral Methods, and Subpopulations section (Section IV.C) of the Notice. Whether or not packaged with NCS funding, HOME-ARP supportive services may also be provided as needed to qualifying individuals and families served by the HOME-ARP NCS project in accordance with the requirements contained in the Supportive Services section (Section VI.D) of the Notice.

No individual or family may be denied admission to or removed from a HOME-ARP NCS unit on the basis or as a direct result of the fact that the individual or family is or has been a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking if the individual or family meets the criteria of one of the qualifying populations.

D. Eligible Costs

Costs funded with HOME-ARP funds must be eligible according to HOME Final Rule 24 CFR 92.206. The following additional limitations also apply:

- HOME-ARP shall not be used for luxury improvements according to 24 CFR 92.205.
- HOME-ARP funds shall not be used for non-residential accessory structures such as free-standing community/leasing buildings, garages, carports, or maintenance structures.
- HOME-ARP funds may be used for community space or common laundry facilities included in residential buildings.
- HOME-ARP funds shall not be used for off-site infrastructure costs, including any costs associated with extending infrastructure to the project site. The cost of connecting to public infrastructure located in an adjacent right-of-way (e.g., water or sewer tap) is an eligible cost.

HOME-ARP funds may be used for actual costs of acquiring NCS or developing HOME-ARP NCS as follows:

- Acquisition Costs: Costs to acquire improved or unimproved real property.
- Demolition Costs: Costs of demolishing existing structures for the purpose of developing HOME-ARP NCS.
- Development Hard Costs: Costs identified in 24 CFR 92.206(a) to rehabilitate or construct HOME-ARP NCS unit(s), except costs must be for meeting the physical standards established in the Property Standards section above.

- Site Improvements: Costs to make improvements to the project site, including installation of utilities or utility connections, and the construction or rehabilitation of laundry, community facilities, on-site management, or supportive service offices.
- Related Soft Costs: Reasonable and necessary costs incurred by the City and owner associated with the financing, acquisition, and development of NCS projects, including costs identified in 24 CFR 92.206(d) with the following exceptions:
 - Costs to provide information services such as affirmative marketing to prospective homeowners and tenants are not eligible.
 - Costs of funding an initial operating deficit reserve are not eligible.
 - Costs of project-specific assistance to community housing development organizations, including technical assistance and site control loans or seed money loans as specified in 24 CFR 92.301 are not eligible.
- Replacement Reserve: Costs to capitalize a replacement reserve to pay the reasonable and necessary costs of replacing major systems and their components whose useful life will end during the restricted use period. Major systems include structural support, roofing, cladding, and weatherproofing, plumbing, electrical and HVAC. The costs of replacing major systems must be determined through a Capital Needs Assessment and documented in writing, which will assess the remaining useful life of major systems expected upon completion of the NCS project. The costs of a replacement reserve must be included in the project budget in the written agreement along with a list of major systems to be replaced with the reserve and projected replacement schedule during the restricted use period (i.e., reserve for replacement analysis). Pursuant to the Notice, capitalizing a Replacement Reserve Account is only permitted for rehabilitation projects.

E. Prohibited Costs

HOME-ARP funds may **not** be used to:

- Pay any operating costs of the NCS project.
- Provide additional HOME-ARP investment in a the NCS project during the restricted use period, except that additional HOME-ARP funds, if available, can be invested in the project up to one year after project completion in IDIS for eligible costs.
- Provide non-Federal matching contributions required under any other Federal program.
- Provide assistance for uses authorized under Section 9 of the U.S. Housing Act of 1937 (42 U.S.C. 1437g) (Public Housing Capital and Operating Funds).
- Provide assistance to eligible low-income housing under 24 CFR part 248 (Prepayment of Low-Income Housing Mortgages).
- Pay for the acquisition of property owned by the City, if applicable.
- Pay delinquent taxes, fees, or charges on properties to be assisted with HOME-ARP NCS funds.
- Fund a replacement reserve for new construction NCS projects.
- Pay for any cost that is not eligible under the Notice.

F. Project Development Due Diligence

NCS projects must meet the requirements of the Notice for the restricted use period. Consequently, the City's underwriting will include a thorough review to determine that the NCS project's acquisition and/or development is/are financially feasible for the continued operation for the length of the restricted use period. Therefore, the City's underwriting will also include whether the NCS project has secured or has a high likelihood of securing operating funding because operating costs cannot be paid with HOME-ARP.

Pursuant to the Notice and 24 CFR 92.250(b)(2), the developer/owner must submit:

- Evidence of appropriate skills and experience related to the development of shelters or similar facilities.
- Evidence of prior experience with operating shelters.
- An acquisition or development budget, timeline, and sources and uses statement for the acquisition and/or development of the project be submitted for review.
- A proposed operating budget, including secured sources for operating costs and any operating gap that will require additional assistance. If there is a gap in the operating budget, the owner must submit a plan for securing additional private, local, state, or federal funding sufficient for successful operation of the project. The plan must be acceptable to and approved by the City.

G. Restricted Use Period

NCS projects must comply with the restricted use period specified in the Notice. Restricted use period requirements will be imposed through a deed restriction, covenant running with the land, legally binding agreement restricting the use of the property and recorded on the property in accordance with State recordation laws. If applicable, the use restriction will not identify the NCS property is prioritized for victims of domestic violence, dating violence, sexual assault, stalking or human trafficking.

The restricted use period begins at project completion and must be imposed for at least the following periods:

- New Construction: Newly constructed HOME-ARP NCS unit(s) must be operated as HOME-ARP NCS unit(s) for QPs for a restricted use period of 15 years, regardless of the amount of HOME-ARP funds invested in the project.
- Rehabilitation: HOME-ARP NCS unit(s) which receive any amount of HOME-ARP funds for rehabilitation but are not designated as new construction by the City must be operated as HOME-ARP NCS unit(s) for qualifying populations for a restricted use period of 10 years.

- Acquisition Only: Unit(s) acquired for use as HOME-ARP NCS that do not require rehabilitation for occupancy must serve the qualifying populations for a restricted use period of 10 years.

H. Environmental Review Requirements

Federally assisted projects are subject to a variety of environmental requirements. Developers should be familiar with these requirements and are strongly encouraged to discuss any questions they have with City staff prior to entering into a purchase agreement or submitting an application.

All HOME-ARP assisted projects shall be implemented in accordance with environmental review regulations as defined in 24 CFR Part 58.

The City shall be responsible for conducting the environmental review and completing all necessary public notifications, and the Request for Release of Funds (RROF), as applicable, from HUD. The applicant is responsible for cooperating with the City in the environmental review process and providing information necessary for the City to fulfill its responsibilities under Part 58 and other applicable regulations.

Applying for HOME-ARP funds triggers environmental review requirements under 24 CFR Part 58, including the National Environmental Policy Act (NEPA). Once an application for federal funds is submitted, a project proposal is now subject to the environmental review requirements and requires an environmental clearance and issuance of a Release of Funds (ROF), as applicable, by HUD.

Developers are prohibited from undertaking or committing or expending any funds (including non-federal funds) to any physical or choice-limiting actions on the site prior to an environmental clearance as required by Part 58. Physical and choice-limiting actions include, but are not limited to, property acquisition, demolition, movement, rehabilitation, conversion, repair, or construction. This prohibition applies regardless of whether federal or non-federal funds are used and taking a choice limiting action prior to completion of the required environmental clearance process will result in the denial of any HOME funds from the City.

I. Other Federal Requirements

Nondiscrimination and Equal Opportunity

The following federal nondiscrimination and equal opportunity guidelines apply to all NCS projects and affect both development and operation:

- i. The Fair Housing Act (42 U.S.C. 3601-19) and implementing regulations at 24 CFR part 100 et seq.;
- ii. Executive Order 11063, as amended by Executive Order 12259 (3 CFR, 1959-1963 Comp., p. 652 and 3 CFR, 1980 Comp., p. 307) (Equal Opportunity in Housing Programs) and implementing regulations at 24 CFR part 107;
- iii. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at 24 CFR part 1;
- iv. The Age Discrimination Act of 1975 (42 U.S.C. 6101-6107) and implementing regulations at 24 CFR part 146;
- v. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at part 8 of this title;
- vi. Title II of the Americans with Disabilities Act, 42 U.S.C. 12101 et seq.; 24 CFR part 8; Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR part 75;
- vii. Executive Order 11246, as amended by Executive Orders 11375, [[Page 41]] 11478, 12086, and 12107 (3 CFR, 1964-1965 Comp., p. 339; 3 CFR, 1966- 1970 Comp., p. 684; 3 CFR, 1966-1970 Comp., p. 803; 3 CFR, 1978 Comp., p. 230; and 3 CFR, 1978 Comp., p. 264, respectively) (Equal Employment Opportunity Programs) and implementing regulations at 41 CFR chapter 60;
- viii. Executive Order 11625, as amended by Executive Order 12007 (3 CFR, 1971- 1975 Comp., p. 616 and 3 CFR, 1977 Comp., p. 139) (Minority Business Enterprises); Executive Order 12432 (3 CFR, 1983 Comp., p. 198) (Minority Business Enterprise Development);
- ix. Executive Order 12138, as amended by Executive Order 12608 (3 CFR, 1977 Comp., p. 393 and 3 CFR, 1987 Comp., p. 245) (Women's Business Enterprise).The nondiscrimination provisions of Section 282 of the National Affordable Housing Act of 1982; and
- x. The Equal Access Rule, 24 CFR 5.105(a)(2), requiring that assisted housing be made available without regard to actual or perceived sexual orientation, gender identity, or marital status.

Uniform Relocation Act (URA)

All NCS projects fall under the requirements of the URA. Applicants must further document that any purchase of property meets the requirements of URA, including provision of notices to the seller identifying the transaction as a voluntary sale not under the threat of eminent domain.

To ensure compliance with URA applicants should:

Consult the URA and its implementing regulations at 49 CFR Part 24 to establish the minimum requirements for the acquisition of real property and the displacement of persons from their homes, businesses, or farms as a direct result of acquisition, or demolition for federally assisted programs and projects.

Labor Standards

Labor standards, including Davis-Bacon federal prevailing wage requirements shall apply to all NCS projects with 12 or more unit(s) assisted with HOME-ARP funds.

Minority Business Enterprise and Women Business Enterprise (MBE/WBE) Plan

Developers must maintain an MBE/WBE plan that demonstrates marketing and solicitation of MBE/WBE businesses and contractors for the construction of the project.

Section 3

To comply with Section 3 regulations, the developer must, to the greatest extent feasible, ensure employment and training opportunities arising in connection with the Section 3 project is provided to Section 3 workers within the metropolitan area (or nonmetropolitan county) in which the project is located [24 CFR 75.19(a)(1)].

Excluded Parties

The City will not fund NCS projects owned, developed, or otherwise sponsored by any individual, corporation, or other entity that is suspended, debarred, or otherwise precluded from receiving federal awards. Furthermore, the owner may not contract with any other entity (including but not limited to builders/general contractors, property management companies, or other members of the development team) that are suspended, debarred, or otherwise so precluded. Similarly, the general contractor will be required to determine that subcontractors are not so precluded.

The System for Award Management (SAM) database should be used by applicants to confirm that development team members are not excluded. The SAM database is available at <https://sam.gov/content/home>.

4. Ongoing Project Requirements

A. Construction Completion

If applicable, upon achieving construction completion, the NCS project must begin operating as an active shelter withing six months of the date of construction completion.

B. Project Completion

Project Completion for a NCS project means:

- All necessary title transfer requirements and construction work has been performed;
- The project complies with the requirements of the Notice, including the HOME-ARP NCS property standards, as evidenced by the City's final inspection;
- The project is actively operating as a HOME-ARP NCS;
- Final drawdown of HOME-ARP funds has been disbursed; and
- Project completion information has been entered into IDIS.

C. Restricted Use Period Inspections

Pursuant to the Notice, the City will conduct annual inspections to verify the NCS project meets the minimum property standard established in these Guidelines. When deficiencies are identified, they must be corrected in a timely manner.

D. Reporting and Recordkeeping

To allow for effective oversight of funded projects and document compliance with applicable HOME-ARP requirements, all projects must submit periodic reports to the City. While this section outlines standard reporting requirements, the City reserves the right to require additional reporting or to alter the reporting format or frequency based on future changes to HOME-ARP requirements or City policy. Additionally, the City reserves the right to require additional or more frequent reporting for projects with compliance deficiencies.

- i. Owners are required to report quarterly during the development phase and lease up phase. Quarterly reports will be due on the 15th of the month following the end of the prior quarter (e.g., by April 15th reports on the first quarter are due).
 - During the construction/rehabilitation phase, owners must provide monthly reports detailing construction progress and barriers to progress, copies of invoices being paid, and evidence of appropriate lien waivers.

- ii. Annual Reports shall be required for all HOME-ARP projects and shall include Annual Occupancy information and examples of marketing materials.
- iii. The City may require more frequent reporting due to findings identified during annual monitoring or findings identified during quarterly reports submitted during the development and lease-up phases.
- iv. All HOME-ARP projects shall be required to submit annual budgets to the City for review and approval. Additionally, all projects will be required to submit an audit prepared by an independent Certified Public Accountant within 180 days of the end of its fiscal year. For small projects where the cost of a project-specific audit is deemed by the City to be burdensome, the City may accept a statement of financial condition with prior approval by the City Manager and Finance Director.
- v. Owners and developers shall allow the City, HUD, State of North Carolina, and all other pertinent federal or State agencies or their designated representative the right to inspect records and property.
- vi. Owners must annually submit any updates to their Affirmative Fair Housing Marketing Plan and must maintain records of annual efforts to affirmatively further fair housing in accordance with 24 CFR 92.351 for HOME-ARP. Updates must clearly detail all changes.
- vii. Owners must annually report to the City on compliance with the provisions of the Violence Against Women Act (VAWA) as applied through 24 CFR 92.359 for HOME-ARP including records related to any emergency transfer requests and their disposition.
- viii. The City may periodically require owners to obtain a capital needs assessment prepared by an independent third-party architect, engineer, or other qualified firm approved by the City. Such capital needs assessments shall be used for the purposes of determining the adequacy of the Replacement Reserve, considering its existing balance, planned deposits, and anticipated future capital replacement costs for the Project.

If the capital needs assessment indicates the Replacement Reserve is not sufficient to address anticipated capital costs during the compliance period, the owner must, at the City's option, either make an additional deposit or increase its annual deposits sufficient to meet any underfunding. If an additional deposit is required by the City, the owner (or the Guarantors) must replenish the Replacement Reserve Account within six months.

5. Structure of Transaction

A. Loan Types and Terms

The City will provide HOME-ARP funds in the form of a deferred forgivable loan to the entity that develops and owns the property. No grants will be awarded, and funding commitments are not transferable without prior written City approval.

The City's HOME-ARP loan is intended as permanent financing. Proceeds of the HOME-ARP loan will only be released in conjunction with approved monthly Non-Congregate Shelter draws and/or submission of invoices for approved soft costs and satisfaction of all requirements outlined below.

Generally, the City's underwriting for the HOME-ARP loan will:

- i. Have a term of 15 years based on the restricted use period for the project;
- ii. Be administered in the form of a deferred forgivable loan to ensure the NCS unit(s) remain affordable past the restricted use period; and
- iii. Be secured with a Deed of Trust, promissory note, and appropriate deed restrictions. The Deed of Trust will be recorded in the appropriate county and generally may be subordinate only to an amortizing permanent first mortgage and a temporary bank construction loan, all of which must be approved by the City, if applicable.

B. Reserves and Cash Flow Distributions

To preserve the ongoing viability of project, the City may choose to require the establishment and maintenance of various reserves. In general, reserves will be held by the City and must remain in place for the duration of the restricted use period. Reserves will include:

- i. An operating reserve intended to protect against unexpected operating deficits;
- ii. A replacement reserve intended to fund future capital and rehabilitation needs. Initial reserve deposit requirements are noted in the underwriting standards below, and the City may modify reserve requirements during the restricted use period based on periodic capital needs assessments.
- iii. At the City's option, a preservation reserve account may be created and funded with annual deposits equal to 50% of surplus cash (i.e., cash flow).

- iv. As may be required based on specific or unique project features, additional specialty reserves may be required, such as for tenant services, abnormal security costs, etc.

If applicable, the City must also approve any distributions of surplus cash, which among other items, will require that all reserves be fully funded, the project be in compliance with all federal requirements, the project not be in default, and that the project retain sufficient liquidity following the distribution.

C. Guarantees

Unless otherwise determined by the City, all underlying individuals, corporate entities, partnerships, or limited liability companies with an interest in the project's ownership entity will be required to provide the following guarantees:

- i. Continuing Guaranty including provisions guaranteeing construction/rehabilitation completion of the project.
- ii. Performance and Repayment Guaranty including provisions guaranteeing environmental compliance and compliance with HOME-ARP guidelines.
- iii. Replacement Reserve Guaranty to ensure annual deposits to a Replacement Reserve for the project in an amount consistent with the grant/loan documents and/or covenant running with the land.

Guarantees shall be joint and several and must remain in effect throughout the restricted use period.

D. Declaration of Land Use and Restrictive Covenants

Each HOME-ARP funded project must maintain Land Use and Restrictive Covenants enforcing HOME-ARP and City guidelines, as applicable. The Land Use and Restrictive Covenants will be separately recorded and will remain in place for the restricted use period even if the HOME-ARP loan is prepaid, if applicable. The following guidelines must be enforced through Land Use and Restrictive Covenants:

- i. Owner will be owner in fee simple of the property;
- ii. Property is not subject to additional liens or encumbrances that the City has not agreed to;

- iii. The City must approve any transfer of the property, and such approval will be in the City's sole discretion;
- iv. Provisions to enforce ongoing requirements for project compliance through the HOME-ARP restricted use period, including:
 - The length of the restricted use period;
 - Property standards to be enforced;
 - Marketing and occupancy requirements; and
 - Recordkeeping and reporting requirements.

In the event the City's HOME-ARP loan is subordinate to other debt, the HOME-ARP-covenant must be recorded senior to all liens and encumbrances associated with the project financing, including any loans senior to the City's HOME-ARP loan, and structured to survive any foreclosure by a senior lien.

E. Written Agreement

In addition to any financing documents, owners of HOME-ARP financed projects must sign a HOME-ARP Written Agreement with the City. The Written Agreement will identify requirements for compliance with the HOME-ARP regulations, and the City's requirements and will remain in effect in the event of any prepayment of the HOME-ARP loan.

6. Underwriting & Subsidy Layering Reviews

Please see the *HOME-ARP Underwriting and Subsidy Layering Guidelines for NCS Projects* for more information.

A. Project Underwriting

All HOME-ARP project applications must include an assessment of the current market demand for the proposed project. The market must include:

- The demonstration of an unmet need among qualifying populations(s) for the type of NCS proposed through relevant data, which may include but is not limited to: a gap analysis, CoC data, public housing and affordable housing waiting lists, point-in-time surveys, and/or housing inventory count.
- An analysis of local market trends, a clear definition of the market area from which the occupants can reasonably be expected to be drawn, and an analysis of the demand, supply, and competition.

- Be dated no greater than six months prior to the RFP-Application submission date and data sources must be clearly defined.

All HOME-ARP project applications must include the three most recent audited financial statements (if unavailable, then the three most recent tax returns, company prepared statements, and/or personal financial statements) of the developer(s), ownership entity, guarantors, and project, if applicable, and will be subject to the City's evaluation of fiscal soundness as required by 24 CFR 92.250(b)(2).

Generally, project underwriting will also include:

- i. All operating expenses will be underwritten with an inflation factor of at least 3%.
- ii. All HOME-ARP projects must maintain an acceptable Debt Coverage Ratio (DCR) for the restricted use period.
- iii. Proposals must include justification of operating costs that includes a comparison to similar projects in the local market.
- iv. Unless otherwise approved by the City, the operating budget must include a minimum deposit of \$350 per unit per year for the Replacement Reserve, and it must be funded and maintained for the full restricted use period and reflected in the operating expenses for the full 10- or 15- year projection of expenses, as applicable. Replacement Reserve deposits will be inflated at 3% annually.
- v. If required by the City, projects must include a capitalized operating reserve equal to six (6) months of underwritten operating expenses, amortizing debt service, and required reserve deposits. If drawn, the operating reserve must be replenished prior to distributions of cash flow. The operating reserve is intended to protect against unplanned operating deficits. If the City's underwriting projections anticipate deficits within the applicable restricted use period, an operating deficit reserve must be capitalized as well.
- vi. Applicant must provide the amounts and terms for the construction/rehabilitation financing, permanent financing, and if applicable, owner equity information. Unless otherwise approved by the City, amortizing permanent financing that will be senior to the City's HOME-ARP loan may not mature prior to the expiration of the HOME-ARP restricted use period.

B. Proforma Requirements

The City requires submission of a project proforma in a format provided by the City.

Costs and fees are to be paid to the City as permitted by the HOME-ARP program. The HOME-ARP program allows the City to include, as project costs, its internal soft costs specifically attributable to the project. These may include consulting, legal, inspection, and staff costs associated with reviewing, processing, and monitoring award of funds to a project. Applicants must include allowances for the City's project-related soft costs, the amount for which will be published in the RFP-Application.

C. Cost Limitations

All project costs must be reasonable and necessary whether directly paid with HOME-ARP funding or another source. The City reserves the right to review any line-item cost to ensure that total project costs are not excessive. Additionally, the HOME-ARP NCS project will be subject to the following specific cost limitations:

- i. The developer fee is calculated based upon project type activity (acquisition, rehabilitation, and/or new construction), and presence of identity of interest. The developer fee schedule is included in the *HOME-ARP Underwriting and Subsidy Layering Guidelines NCS Projects*.
- ii. Maximum allowable builder General Requirements, Overhead, and Profit are 6%/2%/8%, respectively. The builder line-item percentages are calculated on the construction contract price which cannot include construction contingency. If the City's Inspector approves a Change Order for use of construction contingency, the same percentages for builder line items apply.
- iii. The City does not permit a contingency to be included within a property's construction estimate or construction contract, unless such contingency is required in writing by HUD, another governmental agency, or an independent third party.
- iv. The acquisition line item on the project budget may only reflect the lesser of the actual acquisition purchase price or the current as-is market value as supported by an independent third-party appraisal, prepared by a state-licensed appraiser.

D. Other Public Funding Sources

Owners must disclose all other firm commitments for funding with the initial HOME-ARP NCS RFP to the City at the time of application and upon receiving any additional commitments of funding. The City will conduct a subsidy layering review as part of the underwriting process for any project that includes other sources. Using its underwriting criteria, the City will assess the project and may require changes to the transaction to ensure that cash flows to the owner/developer are not excessive. Changes may include a reduction in HOME-ARP funds awarded, requirements that excess (surplus) cash is deposited to a reserve account or increases in annual payments on the HOME-ARP loan.

The City will consider adjusting its underwriting in consultation with other funders, if applicable, to the project. The City retains, at its sole discretion, the power to decide whether to accept alternative standards.

E. Lender Title Insurance

Lender title insurance is required for projects that have received a commitment of HOME-ARP funding.

7. Construction Process

A. City Construction Inspections

The City will provide HOME-ARP funds in the form of acquisition, rehabilitation, or new construction. If choosing construction, the City must be provided with the G-702/703 and supporting documentation and the Developer/Owner must provide reasonable notice of any changes to scheduled monthly draw inspections during the construction period. City staff will participate in all draw reviews and conduct inspections to ensure that the project is progressing, and that work completed is consistent with all applicable HOME-ARP requirements.

B. Davis-Bacon

When Davis-Bacon applies to a project (projects with 12 or more HOME-ARP assisted unit(s)), the City must be provided with compliance documentation throughout the construction period, even when HOME-ARP is provided as a permanent loan following the completion of construction. Prior to commencing construction, the City must approve current wage determinations applicable to the project. The contractor will be required to provide weekly payroll forms to the City and allow access to the site and workers for the purpose of completing worker interviews. The City will

accept Form WH-347 or similar internal forms from the contractor. Form WH-347 and instructions may be accessed at <https://www.dol.gov/whd/forms/wh347instr.htm>.

C. Drawing Funds

Proceeds of the HOME-ARP grant will only be released as reimbursement for eligible project costs.

A. Conditions of Construction Draws: Proceeds of the HOME-ARP funds will only be released to owner for actual incurred HOME-ARP eligible project costs. The obligation of the City to approve any draw or to make any disbursement of HOME-ARP funds is subject to the satisfaction of the following conditions at the time of making such disbursement.

- i. Draws will not be processed if the owner is in default.
- ii. The Project shall not have been materially damaged by fire or another casualty.
- iii. The City shall have received evidence satisfactory to the City that all work and improvements requiring inspection by any governmental authority having jurisdiction have been inspected and approved by such authorities and by any other persons or entities having the right to inspect and approve construction/rehabilitation.
- iv. Owner shall have submitted at least five (5) days prior to the date a disbursement is desired a completed disbursement request using AIA G-702 (Contractor's Application for Payment) and G-703 (Continuation) forms and such other appropriate source documentation as may be required by the City including, without limitation, the following:
 - a. Current Contractor Tracking Form and lien waivers, which are to be dated no less than five (5) days precedent to the date of the requested disbursement.
 - b. Evidence satisfactory to the City that the Project and the contemplated use thereof are permitted by and comply with all applicable uses or other restrictions and requirements in prior conveyances, zoning ordinances, or regulations that have been duly approved by the municipal or other governmental authorities having jurisdiction; that the required building permits and other permits have been obtained as required; and that no environmental impact statement is required or that such environmental impact statement has been properly filed and approved.
 - c. Appropriate certifications of compliance in all respects with labor standards and prevailing wage requirements applicable under federal law.

- d. Such other supporting evidence as may be requested by the City or its agents to substantiate all payments which are to be made out to the relevant disbursement and/or to substantiate all payments then made with respect to the Project.
- e. The City shall have determined that all HOME-ARP requirements pertaining to the disbursement of funds have been met, including, but not limited to, the monitoring of Davis-Bacon compliance, as applicable.
- f. The City shall have received a current inspection report from a City inspector that verifies satisfactory completion of work to HOME-ARP standards.
- g. The City shall have received a current/updated title endorsement and/or lien waivers.
- h. No determination shall have been made by the City that the undisbursed amount of funds is less than the amount received to pay all costs and expenses of any kind that reasonably may be anticipated in connection with the completion of the Project.

B. Conditions of Final Disbursement: In addition to the requirements set forth above, the City shall require the following prior to the final disbursement of funds, the request for which shall not be submitted before completion of the Project, including all landscape requirements and offsite utilities and streets and correction of defects in workmanship and/or materials.

- i. A certificate of occupancy, if applicable, a certificate of substantial completion, if applicable, the builder's warranty, and a final approved construction report from the City's inspections Department for the Project.
- ii. Identification of the designated street address of the Project, including as applicable the street addresses assigned for the leasing office and each residential structure and the specific unit designations (e.g., unit number or lettering such as #12 or Apartment B-3) for the HOME-ARP unit(s).
- iii. Evidence satisfactory to the City that the Project has been completed lien free and substantially in accordance with the plans and specifications.
- iv. Review and final settlement of the cost certification.

- v. Such other supporting evidence as may be requested by the City or its agent to substantiate all payments which are to be made out to the final disbursement and/or to substantiate all payments then made with respect to the Project.
- vi. Lease-up of the HOME-ARP designated unit(s), submission of tenant data necessary to complete the Project in HUD's IDIS system, and the City's approval of income determinations for HOME-ARP assisted tenants.
- vii. A determination by the City that all HOME-ARP requirements pertaining to the initial development of the Project have been met, including but not limited to, the monitoring of Davis Bacon compliance, as applicable.

C. Limitation on Draw Requests

- i. In all cases, the Owner may not request disbursement of HOME-ARP funds until funds are needed for the payment of eligible costs, and all disbursement requests must be limited to the amount needed at the time of the request.
- ii. No disbursements for materials stored will be made by the City unless the Owner shall advise the City of its intention to so store materials prior to their delivery. The propriety of disbursements for materials stored shall be determined at the City's sole discretion.
- iii. If all or a portion of the developer's fee is not budgeted to be paid with HOME-ARP funds, 10% of total HOME-ARP funds will be held as retainage until submission and approval of all items in Section B above.

D. Project Closeout

Owners are required to submit demographic data for the occupants of all HOME-ARP funded unit(s), as required by HUD. Owners must be aware that the restricted use period does not begin for the HOME-ARP funded unit(s) until all project costs are processed, all demographic data is verified by City staff, and the project is entered as completed in the HUD Integrated Disbursement and Information System (IDIS).

8. Long-Term Monitoring

Following project closeout, the City will monitor the project for ongoing compliance with HOME-ARP requirements. The City will conduct on-site monitoring visits as required by HOME-ARP regulations at 24 CFR 92.504(d)(1). The purpose of these visits will include, at minimum, reviews of project records and inspection of the premises including common areas and NCS unit(s).

The City may conduct such reviews annually. However, the City reserves the right to conduct site visits more or less frequently based on changes to HOME-ARP regulations, City policy, or based on evidence of compliance deficiencies in a prior monitoring visit.

HOME-ARP PROGRAM NON-CONGREGATE SHELTER APPLICATION
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Project Name

Project Address

Street	City	State	Zip
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Project Census Tract

1. Property Owner Information

Owner Name	Telephone		
Street Address	City	State	Zip
Contact Person	Title	Contact's Telephone	
Federal Tax ID Number	Unique Entity ID Number	Email Address	

2. Primary Developer Information

Primary Developer Name	Telephone		
Street Address	City	State	Zip
Contact Person	Title	Contact's Telephone	Email Address

3. Co-Developer Information

Co-Developer Name	Telephone		
Street Address	City	State	Zip
Contact Person	Title	Contact's Telephone	Email Address

Owner Name	Federal Tax ID Number	Percentage of Ownership	Owner Role	For Profit or Not for Profit

4. Developer and Owner Information

- a. Primary Developer or Co-Developer have previous development experience.

Previous development experience evidenced by submitting documentation:

One to five years (Points Available: 5)

Six to ten years (Points Available: 10)

Over ten years (Points Available: 20)

- b. Owner has experience in administering/providing supportive services.

Previous administering/providing supportive services experience evidenced by submitting documentation:

One to five years (Points Available:5)

Six to ten years (Points Available: 10)

Over ten years (Points Available: 20)

- c. Owner is a nonprofit organization (If yes, continue to d.; if no, continue to 5)

- d. **For Owners of Nonprofit organizations only:**

If the proposed project is selected for an award of HOME-ARP funding, the nonprofit owner is interested in HOME-ARP Operating Expense Assistance.

For informational purposes: Operating expenses are defined as reasonable and necessary costs of operating the nonprofit organization. These costs include employee salaries, wages, and other employee compensation and benefits; employee education, training, and travel; rent; utilities; communication costs; taxes; insurance; equipment, materials, and supplies.

HOME-ARP funds used for operating expenses must be used for the “general operating costs” of the nonprofit organization. These operating costs must not have a particular final cost objective, such as a project or activity, or must not be directly assignable to a HOME-ARP activity or project. For example, HOME-ARP funds for operating expenses may not be used for staffing costs to provide supportive services or develop HOME-ARP rental housing. Because HOME-ARP does not permit any HOME-ARP funds to be used to operate a shelter, all costs related to operating a non-congregate shelter also cannot be paid with HOME-ARP funds.

5. Ownership Entity Governing Documents and Project Resolution

- ☐ **Profit or nonprofit corporations:** include a copy of the Board of Directors' Resolution approving the project and authorizing the RFF. Attach a copy of your Articles of Incorporation (from SOS Office), Bylaws, 501(c)(3) status, if applicable, and list of current officers.
- ☐ **Limited Liability Company:** include a copy of the ownership entity's Resolution approving the project and authorizing the RFF. Attach a copy of your Articles of Organization, Certificate of Limited Liability Company, Certificate of Authorization, if applicable, and list of members (All from SOS Office).
- ☐ **Limited Partnership:** include a copy of the ownership entity's Resolution approving the project and authorizing the RFF. Attach a copy of your Certificate of Limited Partnership, Certificate of Authorization, if applicable, and partner name and information (Both from SOS Office).

6. Project Description – Submit the following:

- a. Location by street address including an area map with the indicated property(ies).
- b. If there is (are) existing structure(s), provide documentation from the taxing authority or other third-party source indicating the year the structure was built.
- c. State whether the project is occupied at the time of proposal submission:

7. Site Control (Points Available: 0 [Minimum Requirement])

- a. Site Control is in the name of the ownership entity in the form of a(an):
- b. Expiration date of Site Control document:
- c. Is there an identity of interest between the buyer and seller?
- d. Is there a required transfer of physical assets?

8. Demonstration of Value

If the Project is selected for an award of HOME-ARP funds, then an appraisal must be submitted, prior to the execution of the Written Agreement, which states the appraised value on an "as is" and "after improvements" basis for the Project.

9. Permanent Financing (Points Available: 0 [Minimum Requirement])

Submit written permanent, firm financing commitments from all sources of permanent financing, including developer-provided financing.

10. Zoning

Submit a letter from the local jurisdiction verifying that the current zoning of the site for the proposed project is compatible with the anticipated use, or documentation verifying that a request to change current zoning has been submitted to the local jurisdiction. Should the project receive funding approval, appropriate zoning must be in place prior to executing loan documents.

11. Habitability Code Standard

Does a Habitability Code Standard exist for the local jurisdiction in which the project is located?

If yes, provide a copy of the Habitability Code Standard. If not, provide local jurisdiction documentation (on letterhead or email) indicating that a Habitability Code Standard is not followed.

12. Development Team (Points Available: 0-5)

Identify the entities anticipated to be involved in the implementation of the project.

Name (s)	Entity Name	Has this entity ever been debarred or suspended from any local, state, or federal housing program?	Related to Owner/Contractor and/or Developer
Owner			
Primary Developer			
Co-Developer (if applicable)			
Architect			
Engineer			
Construction Lender			
Other Lender			
Other Lender			
Attorney			
Accountant			
General Contractor			
Consultant (if applicable)			
Property Manager Provider			
Phase I Environmental Site Assessment Provider			
Surveyor			
Market Analyst			
Capital Needs Assessment Provider (if applicable)			

13. Development Schedule (Points Available: 0-10)

Complete the grid below.	Date(s)
Acquisition	
Historic Review	
Environmental Review	
Construction Specifications and Cost Estimates	
Construction Bids	
Anticipated Closing	
Construction Start	
Anticipated Date of First Draw	
End Construction	
Project Completion (CFO or Fire Marshal Cert.)	
Achievement of Full Occupancy	

14. Ensure Section 504 and Fair Housing Act Compliance. ADA Compliance only applies to common areas that are open to the public (i.e., rental/sales office).

15. Experience and Qualifications – Non-Congregate Shelter Unit Project Development and Property Management (Points Available: 0-20)

- a. Is this the developer's first NCS Unit Project? If not, list Completed Projects below.

COMPLETED PROJECTS				PROJECT INVOLVED		
Non-Congregate Unit Project Name	# of Units	New or Rehab	Funding Source(s)	Davis-Bacon	Tenant Relocation	Lead Based Paint and/or Asbestos

If all developed projects do not fit on this page, please create an additional list.

16. Notification of the Chief Executive Officer of the Local Jurisdiction (Points Available: 0 [Minimum Requirement])

The Local Jurisdiction is the city, town, or municipality within which the buildings in a property are/will be located. In the event the buildings in a property are/will not be located within a city's, town's, or municipality's limits, the Local Jurisdiction is the county within which the buildings are/will be located. The Chief Executive Officer for a city, town, or municipality is the Mayor; the Chief Executive Officer for a county is the County Commissioner Chair.

- a. If property is located in city limits, provide city & Mayor: _____
- b. If property is not located in city limits, provide county & CEO: _____
- c. A written notification must be sent to the CEO (or the equivalent, normally the Mayor or Chairman of the County Commission if there is no Mayor) of the Local Jurisdiction within which the building(s) in the property is/are or will be located prior to submission of this RFP and confirmation of notification must be included with RFP submission.

17. Fiscal Soundness of Developer(s)/Ownership Entity Audited Financial Statements & Proceeds Report (Points Available: 0 [Minimum Requirement])

Submit copies of the three most recent audited annual financial statements.

18. Assessment (Points Available: 0 [Minimum Requirement])

For HOME-ARP units for qualifying households, a market assessment is not required. Rather, the owner/developer must submit an assessment demonstrating an unmet need among qualifying population(s) for the type of housing proposed through a gap analysis, CoC data, public housing and affordable housing waiting lists, PIT surveys, housing inventory count, or other relevant data on the need for permanent housing for the qualifying population(s). Assessments must be dated no greater than six months prior to the RFP submission date and data sources must be clearly defined.

19. Rehabilitation – Submit copies of the following (Points Available: 0 [Minimum Requirement])

- a. *Three most recent audited financial statements*
- b. *For projects containing 1 to 4 units:* the owner/developer prepared Capital Needs Assessment
For projects containing 5+ units: the professionally prepared Capital Needs Assessment
- c. The professionally prepared lead-based paint and asbestos plan(s), if applicable.

20. Residential Development Sources and Uses (Points Available: 0 [Minimum Requirement])

Must include detailed
schedule of values with
pricing.

Example – Land

Residential	Source	Source	Source	Source	Source	Total
	HOME-ARP	Name	Name	Name	Name	
\$150,000	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000

Acquisition Costs:

Land

Existing Structures

Site Work Costs (not included in construction contract):

Demolition/Clearance

Site Remediation

Improvements

Other

Construction/Rehabilitation Costs (construction contract costs):

Other Site Work

New Construction

Rehabilitation

Gen. Requirements

Builder Overhead

Builder Profit

Perform. Bond

Prem.

Const. Contingency

Accessory Bldgs.

Other

Architectural and Engineering Fees:

Design Fee

Supervision

Engineering Fee

Other

Chart Continued on Next Page

Other Owner Costs:

Consult Fee						
Legal Expenses						
Survey						
Appraisal Fee						
Envir. /Lead-Based						
Impact Fees						
Permitting Fees						
Real Estate						
Const. Loan Legal						

Admin/Management Costs:

Marketing						
Operating						
Taxes						
Insurance						
Other						

Other Development Costs:

City Staff						
Supportive Serv.						
Furnish NCS						
Other						
Total Res. Costs						

Rest of page intentionally left blank.

21. Supportive Services (Points Available: 50)

- a. Post-project completion, will Qualifying Participants be furnished with supportive services other than temporary housing? If yes, complete the following table:

Name of Entity Providing Service	Service Description	Is there Identity of Interest with Owner/Developer?	Mandatory or Optional?	MOU Executed	Fee charged to Participant for Service

- b. Do all services provided, other than housing, enable the residents to remain independent and avoid placement in a hospital, nursing home, or intermediary care facility for individuals with mental or physical handicaps? ☐

- c. If an MOU has been executed with the above referenced entities providing supportive service, indicate the cost for such services:

Name of Entity and MOU Executed	Length of time for service to be offered	Cost of Service	How will cost be paid?	If another source is not paying for the services, is the owner requesting HOME-ARP to pay?

If the owner is requesting HOME-ARP to pay for the services, enter total cost of those services on Page 7 under Other Development Costs, and Page 9, table A.

For proposed projects without executed MOUs to provide supportive services: 0 points will be awarded.

For proposed projects with executed MOUs to provide supportive services: 50 points will be awarded.

22. Davis-Bacon Requirements

Davis-Bacon and other Federal wage rates and labor rules apply if the minimum number of HOME-ARP-assisted units is 12 or more. If this applies for the project, do the Sources and Uses reflect labor costs based on Davis-Bacon rates?

23. Funds Proposal

- a. **Sources of Funds:** Permanent Financing listed in order by lien position. The preferred lien position for HOME-ARP funds is the first position. When the project is underwritten, the lien positions of HOME-ARP funds will be discussed.

TABLE A. SOURCES OF FUNDS PROPOSAL				
Name of Source	Financing Amount	Date of Commitment	Interest Rate	Annual Debt Service
1. Requested HOME-ARP for NCS Units				
2. Requested HOME-ARP for Supportive Services				
3.				
4.				
5.				
6.				
7.				
8. City Staff Costs				
Total Sources	\$		Total Annual Debt Service	\$

Contact Person for Above Source	Phone Number	Authorization Term	Loan Term	Financing Type
1. (City of Goldsboro Staff/Dept.)				
2. (City of Goldsboro Staff/Dept.)				
3.				
4.				
5.				
6.				
7.				
8. (City of Goldsboro Staff/Dept)				

- b. **Authorization to Release Information:** Fully complete, execute, and include the Authorization to Release Information Form located on Page 20 of this RFP.

24. HOME-ARP NCS Unit Description

Use this page to describe the proposed NCS Unit project, including rooms (i.e., community room, meeting rooms, dining room, and other areas), square footage of entire building(s), and other amenities.

25. Property Amenities, Facilities, Equipment, or Services

- a. Indicate that the following items are provided to the Qualifying Population(s) in the rooms/units
OR for common use for all QPs:

- ☐ Smoke Detectors
- ☐ Fire Extinguishers
- ☐ Fire Alarms
- ☐ Sprinkler Systems
- ☐ Refrigerator
- ☐ Range
- ☐ Microwave
- ☐ Dishwasher
- ☐ Garbage Disposal
- ☐ Kitchen Exhaust
- ☐ Bathroom Exhaust
- ☐ Air Conditioning
- ☐ Washer & Dryer
- ☐ Window Treatment (include type)
- ☐ Parking (# of spaces)
- ☐ Elevator

- b. If the property will provide social activities/facilities, briefly describe.

- c. If the property will provide security features, briefly describe.

- d. If the property will provide recreational activities/facilities, briefly describe.

- e. If the property will provide other amenities, facilities, equipment, or service not listed, briefly describe.

26. Quality of Unit

a. **Energy Star Certified Whole-Unit HVAC (Points Available: 0-15)**

b. **Appliances (i.e., Refrigerator, dishwasher, water heater) (Points Available: 0-15)**

c. **Exterior Doors and Windows (Points Available: 0-15)**

All exterior doors (including sliding doors, patio doors, etc.) and all windows on all buildings in the property will comply with the applicable climate zone qualification criteria.

d. **Stove Top Fire Suppression or Prevention (Points Available: 0-15)**

All cooking services in the unit will be equipped with fire suppression or fire prevention features/devices.

e. **Light Fixtures, Ceiling Fans, and Bath Exhaust Fans (Points Available 0-10)**

f. **Washer and Dryer (Points Available: 0-20)**

g. **High-Speed Internet Access (Points Available: 0-15)**

h. **Masonry (Points Available:15)**

i. **Roofing Materials (Points Available: 15)**

In conjunction with the construction or rehabilitation, all building roofs in the project will be covered by new roofing materials which have a minimum remaining manufacturer warranted life of at least 30 years (for metal roofing, fasteners will be concealed) **OR** the existing roofing materials will be removed to the existing roof sheathing, **AND** existing roof sheathing will be inspected and replaced if damaged. If it is necessary for any existing roof sheathing to be replaced, roof framing and insulation will be inspected and replaced if damaged.

j. **Landscaping Cost Per Unit (Points Available: 10)**

The property is either a multiple building property, and in conjunction with the construction or rehabilitation, the cost for landscaping per NCS unit will be at least \$200; or a single building property, and in conjunction with the construction or rehabilitation, the cost for landscaping per NCS unit will be at least \$100.

k. **Proximity to Public Transportation (Points Available: 0-15)**

15 pts.: The property is located within 0.25 miles from a public transportation stop (e.g., bus stop, PRT station, bus route with "hail and ride" stops), **OR** a public transportation stop will be added within 0.25 miles in conjunction with the acquisition, new construction, or rehabilitation of the property.

10 pts.: The property is located within 0.5 miles from a public transportation stop (e.g., bus stop, PRT station, bus route with "hail and ride" stops), **OR** a public transportation stop will be added within 0.5 miles in conjunction with the acquisition, new construction, or rehabilitation of the property.

5 pts.: The property is located within 0.75 miles from a public transportation stop (e.g., bus stop, PRT station, bus route with "hail and ride" stops), **OR** a public transportation stop will be added within 0.75 miles in conjunction with the acquisition, new construction, or rehabilitation of the property.

15 pts.: The property will provide a form of transportation to and from the property that is comparable to or exceeding the service levels (e.g., accessibility, capacity, reliability, practicality, etc.) and scope of a typical fixed route public transportation system.

27. Project Type (Check all that apply)

- ☐ Acquisition
- ☐ Rehabilitation
- ☐ New Construction

Qualifying Population Occupancy Type (Check all that apply)

- ☐ Homeless
- ☐ At risk of homelessness
- ☐ Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking.
- ☐ Other Populations where providing supportive services or assistance under section 212(a) of NAHA would prevent the family's homelessness or would serve those with the greatest risk of housing instability.
- ☐ Veterans and Families that include a Veteran Family Member that meet the criteria for the Qualifying Population(s) checked above.

Referral Method (Check one)

- ☐ Expanded Coordinated Entry established by the CoC operating with the boundaries for the project.
- ☐ Use of a CoC Coordinated Entry with additional referrals from outside organizations or project-specific waiting lists.
- ☐ Use of a Project Waiting List

Building Type

- ☐ Elevator
- ☐ Garden

☐ Other; describe:

28. Property Income Information

Name & Description of Funding Source	Date of Commitment	Expiration of Commitment	Monthly Income
Total Monthly Income			\$

29. Property Estimated Annual Expense Information

Provide estimated annual expense information for the property. **New construction:** provide year-end operating information from a comparable project currently in operation. **Rehabilitation:** provide previous year-end operating information.

a. Operating & Maintenance	
Description	Annual Expense
Janitor/Cleaning-Payroll/Contract	\$
Janitor/Cleaning Supplies	\$
Security-Payroll/Contract	\$
Grounds-Payroll/Contract	\$
Grounds-Supplies	\$
Maintenance-Payroll/Contract	\$
Maintenance-Supplies	\$
Decorating-Supplies	\$
Elevator Maintenance	\$
Exterminating	\$
HVAC Maintenance	\$
Snow Removal	\$
Trash Removal	\$
Miscellaneous	\$
Total Operating & Maintenance	\$

b. Utilities	
Description	Annual Expense
Electricity	\$
Water	\$
Gas	\$
Sewer	\$
Miscellaneous	\$
Total Utilities	\$

c. Administrative	
Description	Annual Expense
Advertising	\$
Supportive Services	\$
Manager-Payroll	\$
Office Staff-Payroll	\$
Office-Supplies	\$
Legal	\$
Auditing	\$
Bookkeeping/Accounting Fees	\$
Telephone/Answering Service	\$
HOME-ARP Monitoring Fee	\$
Miscellaneous	\$
Total Administrative	\$

d. Taxes & Insurance	
Description	Annual Expense
Real Estate Taxes	\$
Property & Liability Insurance	\$
Payroll Taxes	\$
Fidelity Bond	\$
Workers' Compensation	\$
Health Insurance & Employee Benefits	\$
Miscellaneous Taxes	\$
Miscellaneous Insurance	\$
Total Taxes & Insurance	\$

e. Total Estimated Annual Expenses	\$
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30. Property Annual Cash Flow

Income		Totals
Annualized Income (From Item 28)		\$
Other Income (Describe)		\$
Total Income		\$

Total Expenses other than Interest & Depreciation (From Item 29)	\$
--	----

Net Operating Income before Interest and Depreciation	\$
---	----

Estimated Annual Percentage of Increase for:

Annualized Income

Other Income

Operating Expenses

Rest of page intentionally left blank.

31. Certificate of Section 3 Compliance

Purpose, Authority, and Responsibility

Section 3 is a provision of the Housing and Urban Development (HUD) Act of 1968 that promotes local economic development and individual self-sufficiency.

Section 3 requires that, to the greatest extent possible, economic opportunities that are generated by the use of Federal funds be made available to low- and very low-income persons, particularly those who receive Federal financial assistance for housing and those residing in communities where the financial assistance is expended. Section 3 established benchmark goals for (a) 25% of total labor hours worked by Section 3 workers; and (b) 5% of total labor hours worked by Targeted Section 3 workers.

_____ (hereinafter called the Recipient/Contractor)
hereby certifies that upon being awarded a contract to participate in the following HUD- funded project:

HOME-ARP Non-Congregate Shelter (the "Project") located in **Goldsboro** (city)
in **Wayne** (county), that the Recipient/Contractor:

- a. Is under no contractual or other impediment that would prevent it from complying with requirements of Section 3 as set forth in 24 CFR part 75; and
- b. Will comply with HUD's regulations in 24 CFR part 75; and
- c. Will submit to the City of Goldsboro's (the "City") appropriate Section 3 documentation of total labor hours performed per contractor/subcontractor, certifications of Section 3 workers, and confirmation of Section 3 business concerns and Youth Build participants; and
- d. Will include the Section 3 Clause and this Section 3 Certification of Compliance in every subcontract and further agrees to take the appropriate action pursuant to those regulations in the event the contractor/subcontractor is found to be in violation of 24 CFR part 75; and
- e. Will not contract/subcontract with any contractor/subcontractor where the Recipient/Contractor has notice or knowledge that the contractor/subcontractor has been found in violation of any provision of 24 CFR part 75.

Authorized Representative's Signature

Name & Title

Date

Certificate of Section 3 Compliance to be submitted with Funding Application

32. Owner Certification – The undersigned owner:

- a. Is responsible for ensuring that the project consists of/will consist of units and/or buildings as defined in the HOME Investment Partnerships and/or Requirements for the Use of Funds in the HOME-ARP Program, as applicable, and for ensuring that the property is in continuous compliance with all requirements imposed under Title 24 Code of Federal Regulations Part 92 and HUD Notice CPD 21-10, respectively (“Codes”);
- b. Is responsible for all amounts, calculations, and other information relating to the determination of each unit’s and/or building’s costs;
- c. Is responsible for all responses and information furnished in this application and understands that any improper or incorrect response of information could result in a reduction, or an elimination of the HOME-ARP funds requested;
- d. Certifies that all of the property’s funding sources and uses of funds are correctly and completely disclosed in this application and if they change, will immediately notify the City of Goldsboro (“the City”);
- e. Understands and agrees that they are responsible for the inclusion with this application of any and all of the attachments necessary to substantiate and verify the property’s satisfaction of the requirements for the type of application being herein submitted, and to substantiate and verify the responses and information provided in this application;
- f. Agrees that the City will not be held responsible or liable for any representations made to the undersigned owner or its investors relating to the City’s HOME-ARP Program;
- g. Assumes all damages, losses, costs, and expenses directly or indirectly resulting from, arising out of, or relating to information concerning acceptance in, consideration for approval or disapproval for participation in the City’s HOME-ARP Program, and, accordingly, agrees to indemnify and hold harmless the City against any and all claims, suits, losses, damages, costs, and expenses of any kind and of any nature that the City, the undersigned owner, or its investors may suffer, incur, or pay;
- h. Understands that the Codes, as applicable, require the City, as a participating jurisdiction for the State of North Carolina and a state-designated entity, as applicable, to monitor or relieve an owner of its responsibility for compliance;
- i. Understands the compliance with the requirements of the Codes, as applicable, are the sole responsibility(ies) of the owner(s);
- j. Understands that the City’s obligation to monitor for compliance with the requirements of the Codes, as applicable, do not make the City liable for an owner’s noncompliance or relieve an owner of its responsibility for compliance;
- k. Understands that the City may charge the owner a Compliance Monitoring Fee, and hereby agrees and consents to pay such Fee upon written notification by the City;
- l. Hereby makes application to the City for the HOME-ARP amount as listed in page 11 of this application; and
- m. Understands that no project will be considered if there are outstanding and/or unresolved issues of noncompliance after the end of the correction period as regulated by the City’s Community Relations and Development department.

32. (continued) Owner Certification

The undersigned owner, being duly authorized, hereby represents and certifies that the information set forth in this application, or in any revisions submitted thereto, and in any attachments, in support thereof, is true, correct, accurate and complete to the best of his/her knowledge and belief. The undersigned owner also certifies that all HOME-ARP application forms have not been changed (other than the completion of the appropriate blanks) from the original form, format, and content provided by the City.

In witness whereof, the owner has caused this document to be duly executed in its name on: _____

OWNER: _____
(Legal Name of Owner)

By: _____
(Authorized Representative's Signature)

Name: _____

Title: _____

STATE: _____

COUNTY: _____

Witness: _____

Signed and sworn to before me, the undersigned authority on: _____

My commission expires: _____

Notary Public: _____
(Notary Public's Signature)

33. Authorization to Release Information

Authorization to Release Information

Project Name: _____

Project Address: _____

To Whom It May Concern:

- a. The undersigned applied for a HOME-ARP loan from the City of Goldsboro ("the City") to finance a portion of or all of the Project. As part of the application process, the City may verify other sources of funding for the project.
- b. The undersigned authorizes all funding sources for the Project to provide to the City any and all information and documentation requested by the City regarding the undersigned and/or Project. Such information includes, but is not limited to, account history, length of business relationship, history of business relationship, credit worthiness, and the terms of or a copy of the financing commitment for the Project. The City may address this authorization to any party named in the HOME-ARP loan application.
- c. A copy of this authorization may be accepted as an original.

HOME-ARP Applicant

By

Title

Date

34. Attachments Checklist

Attachment	Included
Item #4a – Previous Development Experience documentation <i>(located on page 2)</i>	☐
Appropriate documentation evidencing previous development experience	
Item #4b – Previous Supportive Service Experience documentation <i>(located on page 2)</i>	☐
Appropriate documentation evidencing previous experience in administering/providing Supportive Services	
Item #5 – Ownership Entity Documents <i>(located on page 3)</i>	
Resolution	☐
Articles of Incorporation or Articles of Organization from SOS Office	☐
Bylaws	☐
501(c)(3) Status	☐
Certificate of Limited Liability or Limited Partnership from SOS Office	☐
Certificate of Authorization from SOS Office	☐
List of Current Officers/Members/Partners	☐
Item #6 – Project Description <i>(located on page 3)</i>	
Area Map indicating project location	☐
Proof of Date Structure Built (for existing property)	☐
Item #7 – Site Control <i>(located on page 3)</i>	
Evidence of Site Control	☐
Submit full completed/executed Disclosure to Seller with Voluntary, Arm's Length Purchase Offer	☐
Item #9 – Permanent Financing <i>(located on page 3)</i>	☐
Permanent Financing Commitments	
Item #10 – Zoning <i>(located on page 3)</i>	☐
Zoning Approval	
Item #11 – Habitability Code Standard <i>(located on page 4)</i>	
Copy of the local jurisdiction's Habitability Code Standard	☐
Local jurisdiction's documentation stating Habitability Code not followed	☐
Item #13 – Environmental Review <i>(located on page 5)</i>	☐
Item #15 – Property Management <i>(located on page 5)</i>	☐

34. (continued) Attachments Checklist

Item #16 – Notification of CEO of Jurisdiction *(located on page 6)*

Copy of letter sent to CEO of Jurisdiction

☐

Evidence of delivery of letter **ON OR BEFORE DUE DATE OF RFP**

☐

Item #17 – Developer(s) & Ownership Entity Audited Financial Statements & Proceeds Report *(located on page 6)*

☐

Audited Financial Statements (3 Most Recent)

Item #18 – Assessment *(located on page 6)*

☐

Assessment/Analysis

Item #19 – Rehabilitation *(located on page 6)*

Project's audited financial statements (3 most recent years)

☐

Capital Needs Assessment (1 to 4 units: owner/developer prepared; 5 or more units: professionally prepared)

☐

Lead-Based Paint Plan **professionally prepared**

☐

Asbestos Plan **professionally prepared**

☐

Item #21 – Supportive Services *(located on page 9)*

☐

Executed MOUs to provide supportive services to HOME-ARP Qualifying Participants

Item #26 – Proximity to Public Transportation *(located on page 13)*

Aerial map evidencing distance from project to public transportation stop

☐

Documentation the property will provide a form of transportation comparable/exceeding the public transportation system

☐

Item #29 – Property Estimated Annual Expenses *(located on page 15)*

For New Construction: Year-end operating information from comparable project currently in operation

☐

For Rehabilitation: Year-end operating information from previous year

☐

Real Estate taxes-property specific estimate

☐

Property and liability insurance-property specific estimate

☐

Item #31 – Certificate of Section 3 Compliance *(located on page 17)*

☐

Fully executed Certificate of Section 3 Compliance

Item #32 – Owner Certification *(located on page 18)*

☐

Executed and notarized Owner Certification

Item #33 – Authorization to Release Information *(located on page 20)*

☐

Items #35-36 – Self-Score Tally/Scoring Sheets *(located on pages 23-24)*

☐

35. Self-Scoring Tally Sheet

HOME-ARP – NCS Unit Projects

Self-Scoring Tally Sheet

Applicant		RFP #
Project Name		DATE
Score		

MINIMUM REQUIREMENTS (MUST BE MET TO BE CONSIDERED)

RFP Page #	Description
3	Continuous Site Control Application includes proof of continuous site control in the ownership entity's name, and fully completed/executed Disclosures to Seller with Voluntary, Arm's-Length purchase Offer.
3	Permanent Financing Application includes written permanent financing commitments from all sources of permanent financing, including developer-provided financing
6	Notification of CEO of Jurisdiction Application includes a copy of the letter and proof of receipt prior to RFP submission date, via USPS certified mail, courier service, or email, notifying the CEO of the local jurisdiction of the proposed development.
6	Fiscal Soundness of Developer(s) and Ownership Entity Thorough review of three most recent years of audited financial statements and ownership entity are determined to be fiscally sound.
6	Marketing Applicant is required to submit a documented assessment that thoroughly examines neighborhood market conditions and realistically demonstrates an adequate need for the project for which HOME-ARP funds are requested.
6	Rehabilitation Applicant is required to submit the project's three most recent audited financial statements, Capital Needs Assessment (1 to 4 units: owner/developer prepared; 5 or more units: professionally prepared), and professionally prepared LBP and asbestos plan(s), if applicable.
7-8	Project Budget Project budget is complete and anticipated development costs are reasonable.
9	Sources of Funds All sources of funds are clearly indicated, and documentation (permanent financing commitments) is included.
18	Outstanding and/or Unresolved Issues of Noncompliance No outstanding and/or unresolved issues of noncompliance after the end of the correction period as regulated by the City's Community Relations and Development department.

36. Scoring Criteria

Potential Maximum Points Available: 280

Required Minimum Score: 220

RFP Page #	POINTS AVAILABLE FOR SCORING	Points	
		Available	Score
2	Previous Development Experience One to five years Six to ten years Greater than ten years	Available	Score
		5	
		10	
		20	
2	Previous Experience in Administering/Providing Supportive Services One to five years Six to ten years Greater than ten years	Available	Score
		5	
		10	
		20	
5	Realistic Project Readiness for HOME-ARP Loan Closing New Construction or Rehabilitation Within 12 months Within 18 months Within 24 months	Available	Score
		10	
		5	
		0	
5	Property Management	Available	Score
		20	
9	Supportive Services Post-project completion, the proposed property has executed MOUs to provide supportive services	Available	Score
		50	
13	Quality of Unit HVAC; Appliances; Exterior Doors; High-Speed Internet; Masonry; Roofing Landscaping Cost; Light Fixtures, Ceiling Fans, and Bath Exhaust Fans Washer & Dryer Proximity to Public Transportation	Available	Score
		90	
		20	
		20	
		0-15	
Total Self-Score			

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023, COUNCIL MEETING

SUBJECT: 2023 Fall Festival Vampire Masquerade – Temporary Street Closure

BACKGROUND: Downtown Goldsboro / Downtown Development Corporation in partnership with Artistic Dance Academy will host the 2023 Fall Festival Vampire Masquerade event. The event is free, family-friendly, and open to the public.

DISCUSSION: The event will be on Saturday, October 28, 2023, from 5:00pm – 8:00pm on North Center Street, utilizing the Northbound Lane of the 200 block of North Center Street from Ash to Mulberry Street and the steps of City Hall. There will be a Downtown Halloween Contest and Vendor setup with children's activities and Food Trucks. The Downtown Goldsboro / Downtown Development Corporation is requesting the closure of the northbound lane of North Center Street from Ash to Mulberry Street from 4:30pm – 8:30pm.

As with all downtown events, affected city departments will be contacted and the following concerns are to be addressed:

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

RECOMMENDATION: By motion, grant the requested temporary closing of the northbound lane of North Center Street from Ash to Mulberry Street as stated above.

Date: 9-22-23


Mike West, Police Chief

Date: 9/25/23


Tim Salmon, City Manager

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

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

I. General Information

Type of Event: (please check all that apply)

☐ Parade ☐ Run/Walk ☐ Festival ☒ Street Closure ☐ Carnival ☐ Other (explain): _____

2023 Fall Festival

Event Name: 2023 Fall Festival

Event Date(s): Saturday, October 28, 2023 **Event Website:** Artistic Dance Academy and Downtown Goldsboro

Inclement Weather/Rain Date(s): Not Applicable

Description of Event (Please briefly describe the event.)

Steps of City Hall. Downtown Halloween Contest & Vampire Masquerade Performance by Artistic Dance Academy (3 Minutes & 15 Seconds-Flash Mob Concept).

~~Vendor Set Up With Childrens Activities: Wayne County Museum, Arts Council of Wayne County, The Loft Hair Studio and Food Trucks across from City Hall close to Greenspace Median.~~

Requested Event Location: City Hall Steps and Northbound Center St.

Event Start Time/End Time: 5:00 pm-8:00 pm

Set-Up: Date & Time (start/end): 10/28/23 4:30

Dismantle (Completion): Date & Time (start/end): 10/28/23 8:30 pm

Estimated Daily Attendance: 100

Will this event require street closures? ☒ Yes ☐ No **Closure Times** 4:30 pm-8:30 pm

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

Northbound Lane of Center St. Between Ash and Mulberry Street

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Downtown Goldsboro/Downtown Development Corporation

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

Applicant Name: Artistic Dance Academy-Patricia O'Quinn/Tara Lancaster **Title:** Owners

Address: 228 North Center St.

City: Goldsboro **State:** NC **Zip:** 27534 **Phone:** 919-735-7008

Cell Phone: 919-920-3457 **Email:** taralancaster0709@gmail.com

Day of Event Contact:

Name: Kimber L. Roche-DGDC Merchant Chair Phone: 252-347-8776
Tara Lancaster-ADA Owner 919-920-3457

III. Event Map

For Run/Walk/Parade/Carnival- FORMATION AREA LOCATION: Not Applicable

For Run/Walk/Parade/Carnivals- STARTING POINT: Not Applicable.

For Run/Walk/Parade/Carnival- ENDING POINT: Not Applicable.

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

See Attached Google Map w/ Event Layout Provided by Artistic Dance Academy.
Northbound Lane of Center St. Closed For Safety of Pedestrian Traffic

City Hall Steps
Halloween Costume Party after Downtown Merchant Trick or Treat

Vampire Masquerade-Special Performance 3 min 15 sec (Flash Mob Concept)

Vendors with Children's Activities and Food Trucks Set Up Across From City Hall Steps Closest To Greenspace Median.

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

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

How do you plan to handle restroom services? ☐ Portable Toilets ☐ Other
If portable toilets will be provided, please list the name/contact of the company:
Not Applicable

If no portable toilets will be provided, how will these requirements be handled?
Bathroom Access Artistic Dance Academy.

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

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

☒ Yes ☐ No Does the event involve the sale of food?

☐ Yes ☒ No Does the event involve the sale of alcohol?

If "YES" has the health department been notified?

➤ For events with food, a letter from the health department must be submitted 30 days prior to the event.

○ Health Department: (919) 731-1000

➤ The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.

○ NC ABC Commission: (919) 779-0700

☒ Yes ☐ No Will there be **musical entertainment** at your event?

If "YES", please provide the following information:

➤ Amplification? ☒ Yes ☐ No Dance Performance Only-3 Min and 15 sec.

Note: Any Live or Loud Music cannot begin prior to 10am, must end by 10pm and is subject to all city noise ordinances, unless approved in advance by the Goldsboro City Council. Please contact the City of Goldsboro Planning Department at 919-580-4333 for questions regarding City Ordinances.

☒ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:

➤ Approximate Number of tents: 2

➤ Approximate Sizes: 10x10

➤ Will any tent exceed 400 sq. feet in area? ☐ Yes ☒ No

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

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

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

☐ Yes ☒ No Will **admission fees** be charged to attend this event?

If "YES", provide the cost(s) of all tickets: _____

☐ Yes ☒ No Will **fees be charged to vendors** to participate in this event?

If "YES", please provide the schedule of fees: _____

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

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

VI. Miscellaneous:

Parking:

• How will overall patron parking be accommodated for this event? _____

Nearby On-Street Parking and Public Parking Lots _____

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

Special Information and Conditions of receiving a Special Event/Parade Permit:

Insurance:

*General Liability Insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance. If the event requires additional insurance, the Finance Director will notify the Police Department and City Manager's Office. Some events, such as carnivals, require a minimum of \$5 million dollars in either general liability insurance or umbrella insurance coverage to be determined at the discretion of the city manager and shall be in place at the time such structure is to be occupied or such place of assembly is established for use by the public. The City shall be added as an additional insured on said policy for any and all relevant times to the operation and/or carnival presence.*

Application Fee:

An application fee of \$25.00 for special events and \$50.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

Event Cancellation:

At this time, we do not anticipate canceling any events already permitted, however with ongoing national security concerns and the possible unavailability of city and police resources, this could occur. If this action is necessary, applicants will be given notice in a timely manner. New requests may be denied or adjusted for the same reason.

Public Safety:

The City of Goldsboro reserves the right to require security and medical personnel for your event.

Police: The Goldsboro Police Department shall determine the number of police officers needed to appropriately manage security, as well as the time when such services shall commence. The Applicant may be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the City of Goldsboro for the costs of providing on-duty law enforcement officers, to appropriately manage the event. Please contact the City of Goldsboro's Police Department Off-Duty Coordinator at 919-580-4223.

Prohibited Items:

No firearms or illegal drugs are allowed.

Policy of Non-Discrimination:

City facilities are available on a non-discriminatory basis. Appropriate activities need to accommodate individuals regardless of age, sex, race, color, religion, national origin, physical or mental disabilities, affection preference or marital status. The City of Goldsboro does not discriminate on the basis of disability in admission, access, treatment or employment in its programs or activities.

Additional Rules Pertaining to Events:

1. Vehicles will only be in designated parking areas.
2. All animals must be leashed as outlined in COG Code of Ordinances 91.15;91.18.
3. Applicant will respect neighboring property/business owners with respect to noise.
4. Applicant understands that it will not be the responsibility of the Police Department to relocate vehicles parked along any portions of the streets to be closed prior to the event.
5. Applicant is required to ensure the areas used are clean and free of debris. Please note that there will be a cleaning fee charged if the area is not clean.

Alcoholic Beverages:

(If consumption of alcohol is planned on property for event, the following additional requirements **MUST** be met.)

1. All necessary ABC permits must be issued by the State and copies are provided with this application.
2. Signs shall be posted and visible at all exit points at the special event stating that it is unlawful to remove alcoholic beverages in opened or sealed containers from the premises.
3. Areas where alcohol will be consumed, served or sold must clearly be defined and delineated on the premises by barricades, caution tape or other acceptable means.

4. All necessary ABC permits must be issued by the State and copies provided with this application. Follow steps outlined at www.abc.nc.gov/permits.
5. Off-duty law enforcement officers are required to be on-site if alcohol is present at the event. The number of officers required will be determined by the Goldsboro Police Department.

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

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

Agreement

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

Authorized Signature: Tara Lancaster Date: September 20, 2023

Organization: Artistic Dance Academy

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

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

CANCELLATION POLICY: Written notification of intent to cancel your event must be received in writing a minimum of 21 days prior to the scheduled event date to Sgt. Steven Powers at spowers@goldsboronc.gov.

Steven Powers

For Inner Office Use Only:

Michael D. West
Michael D. West (Sep 22, 2023 11:34 EDT)
Goldsboro Police Department Representative

Erin Fonseca
Erin Fonseca (Sep 22, 2023 11:41 EDT)
Downtown Goldsboro Representative

Richard Fletcher
Richard Fletcher (Sep 22, 2023 12:04 EDT)
Public Works Department Representative

Felicia L. Brown
Felicia L. Brown (Sep 22, 2023 12:09 EDT)
Parks and Recreation Department Representative

Catharine A. Lynn
Finance Director

[Signature]
City Manager's Signature
(Use of City Owned Lots/Non-Street Closings and Carnivals)

Sep 22, 2023
Date

Sep 22, 2023
Date

Sep 22, 2023
Date

Sep 22, 2023
Date

Sep 23, 2023
Date

Sep 23, 2023
Date

James Farfour
James Farfour (Sep 22, 2023 11:40 EDT)
Deputy Fire Chief



Special Event Release of Liability Waiver

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

Artistic Dance Academy

from the City of Goldsboro and hereby agrees to indemnify

and hold the City of Goldsboro, its officers, agents and employees harmless from all claims, liabilities, demands,

expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted

against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any

acts or omissions, active or passive, related to operating an event on the city's property.

This the 20th day of September, 2023

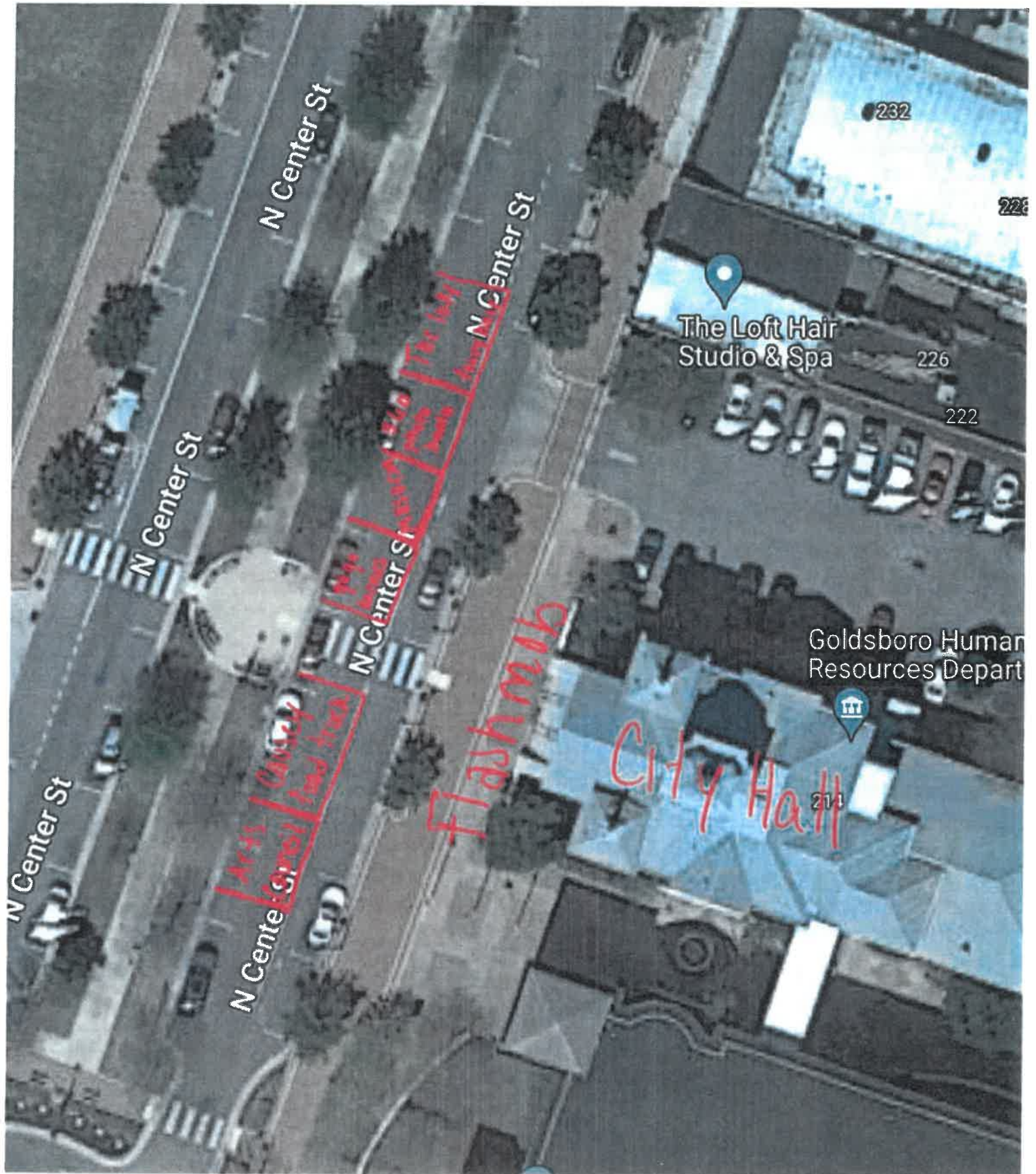
Tara Lancaster

(SEAL)

(Applicant & Authorized Representative of Event)

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

An aerial map of downtown Goldsboro, North Carolina, with several red handwritten annotations. The word "Flash mob" is written in large, red, cursive letters diagonally across the center of the map. A red line outlines a route along N Center St, with labels "Arts Center", "Civic Center", "The Loft Hair Studio & Spa", and "The Loft Hair Studio & Spa" written in red along the line. Other labels on the map include "N Center St" (multiple instances), "The Loft Hair Studio & Spa", "Goldsboro Human Resources Department", and "City Hall". The map shows various buildings, streets, and green spaces.





DOWNGOL-01

LMUSSELMAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/22/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER Crawford-Henderson, Inc. PO Box 10885 Goldsboro, NC 27532	CONTACT Lisa Musselman	
	PHONE (A/C, No, Ext): (919) 778-9400	FAX (A/C, No): (919) 751-2142
	E-MAIL ADDRESS: lisam@crawhen.com	
INSURED Downtown Goldsboro Development Corporation P.O. Box 202 Goldsboro, NC 27533-0202	INSURER(S) AFFORDING COVERAGE	
	INSURER A: The Cincinnati Insurance Co.	
	NAIC # 10677	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:	X		EPP 0663548	8/25/2023	8/25/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$	X		EPP 0663548	8/25/2023	8/25/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Goldsboro is additional insured with respect to Vampire Masquerade held October 28, 2023 at the 200 block of N. Center Street, Goldsboro, NC 27530

CERTIFICATE HOLDER

CANCELLATION

City of Goldsboro
PO Drawer A
Goldsboro, NC 27533

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

AUTHORIZED REPRESENTATIVE

CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING

SUBJECT: US Dept. of Justice: Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program: Local Solicitation

BACKGROUND: The Goldsboro Police Department has been awarded Federal grant funds from the 2023 Edward Byrne Memorial Justice Assistance Grant (JAG). On August 21st, 2023, Council adopted a Resolution allowing the Goldsboro Police Department to apply for this grant. The grant was awarded on September 26th, 2023.

DISCUSSION: The grant was approved for the Goldsboro Police Department to purchase (4) four in-car camera systems and IFAK (individual first aid kits) in the amount of \$29,412.81 to record officer interactions with the public and first aid for actual or potential violence that threatens officer safety, and the Wayne County Sheriff was approved to purchase IFAK kits for their deputies in the amount of \$18,269.00.

RECOMMENDATIONS: It is recommended that the attached resolution be adopted authorizing the Goldsboro Police Department and Goldsboro City Manager to accept the award for the 2023 JAG funds in the amount of \$47,702.00 and authorize City officials to execute documents required for the award.

DATE: _____
Michael West, Chief of Police

DATE: 9/26/23 _____
Timothy M. Salmon, City Manager

RESOLUTION NO. 2023- 72

A RESOLUTION SUPPORTING THE 2023 EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG) APPLICATION

WHEREAS, the City Council authorized staff to apply for the 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) on August 21st, 2023, and the grant was awarded on September 26th, 2023; and

WHEREAS, City of Goldsboro and the Wayne County Sheriff's office have entered into an interlocal agreement regarding the Justice Assistance Grant; and

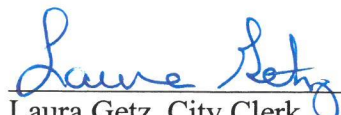
WHEREAS, the grant was approved for the Goldsboro Police Department to purchase four (4) in-car camera systems and IFAK (individual first aid kits) for officers, in the amount of \$29,412.81. Wayne County Sheriff's Office used their \$18,269.00 allotted portion of the grant funds towards the purchase of IFAK kits for their deputies.

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

1. The Goldsboro Police Department and Goldsboro City Manager are authorized to accept the award for the 2023 JAG funds in the amount of \$47,702.00.
2. The Chief of Police and City Manager are authorized to execute documents required for the award.
3. This resolution shall be in full force and effect from and after the 2nd day of October, 2023.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING**

SUBJECT: Ratifying the Actions Taken Regarding the Properties at 800 and 808 W. Grantham St.

BACKGROUND: The City of Goldsboro owned property at 800 and 808 W. Grantham Street.

An offer to purchase the properties was made and the Finance Department brought an agenda item to the Council meeting on May 1, 2023 to accept or reject the initial bid and authorize Finance to advertise for upset bids for the property.

Council accepted the bid and authorized Finance to advertise for upset bids. Two Farms, Inc. was the winning bidder for the property and has started the process to purchase the property.

DISCUSSION: At the May 1, 2023 meeting, Council authorized the Mayor to execute the contract or deed. The Agreement was signed by the City Manager on June 27, 2023 and an Amendment to the Contract of Sale was signed by the City Manager on September 25, 2023.

A resolution is needed authorizing the City Manager to sign the agreement, and any amendments to such. Otherwise, the agreement must be revised with the mayor's signature.

RECOMMENDATION: It is recommended that Council adopt a resolution authorizing the City Manager to be the signatory for all documents related to the sale of the properties at 800 and 808 West Grantham Street, Goldsboro, as approved by City Council at the May 1, 2023 meeting. The original agreement is attached.

Date:

9/27/23



Timothy Salmon, City Manager

RESOLUTION NO. 2023- 73

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN
ALL DOCUMENTS RELATED TO THE SALE OF THE PROPERTIES AT
800 AND 808 W. GRANTHAM ST.**

WHEREAS, the City of Goldsboro owned property at 800 and 808 W. Grantham St. An offer to purchase the properties was made and the Finance Department brought an agenda item to the Council meeting on May 1, 2023 to accept or reject the initial bid and authorize Finance to advertise for upset bids for the property; and

WHEREAS, Council accepted the bid and authorized Finance to advertise for upset bids. Two Farms, Inc. was the winning bidder for the property and has started the process to purchase the property; and

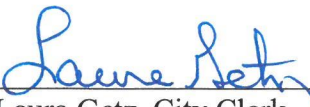
WHEREAS, at the May 1, 2023 meeting, Council authorized the Mayor to execute the contract or deed. The Agreement was signed by the City Manager on June 27, 2023 and an Amendment to the Contract of Sale was signed by the City Manager on September 25, 2023; and

WHEREAS, a resolution is needed authorizing the City Manager to sign the agreement, and any amendments to such. Otherwise, the agreement must be revised with the mayor's signature.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina that the City Manager is hereby authorized to sign all documents related to the sale of the properties at 800 and 808 W. Grantham St.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 2nd day of October, 2023

Attested by:


Laura Getz, City Clerk




David Ham, Mayor

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
OCTOBER 2, 2023 COUNCIL MEETING**

SUBJECT: Advisory Board and Commission Appointments

BACKGROUND: Citizen involvement is vital to the performance of City government. There are currently several vacancies on Advisory Boards and Commissions. It is necessary that additional appointments be made to fill these vacancies.

DISCUSSION: Recommendations for appointments were requested from the respective Boards and Commissions. Applications were also solicited from the public.

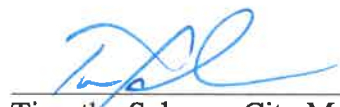
The City Council met during the Work Session on September 18, 2023, to review vacancies and applications received to fill the current vacancies. With these appointments, one position on the Recreation Advisory Commission, one position on the Mayor's Committee for Persons with Disabilities, and one alternate position on the Historic District Commission remains.

RECOMMENDATION: It is recommended that Council adopt the attached Resolutions appointing members to various Advisory Boards and Commissions in the City of Goldsboro, and commending individuals who have served on Advisory Boards and Commissions of the City of Goldsboro.

Date: 9-21-23


Laura Getz, City Clerk

Date: 9/25/23


Timothy Salmon, City Manager

RESOLUTION NO. 2023- 74

RESOLUTION APPOINTING MEMBERS TO ADVISORY BOARDS AND COMMISSIONS

WHEREAS, continued involvement of citizens is vital to the performance of City government; and

WHEREAS, the terms of several members on the City's Advisory Boards and Commissions have expired or been vacated due to members moving or resigning; and

WHEREAS, the following distinguished citizens have expressed a desire to serve upon the indicated Board or Commission.

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

1. The following individuals be and are hereby appointed to the specified Boards and Commissions. The terms of the appointees shall expire on the dates indicated:

Recreation Advisory Commission

Filling an Unexpired Term

Barbara Baker

Term Expires 12-31-2024

Mayor's Committee for Persons with Disabilities

Filling an Unexpired Term

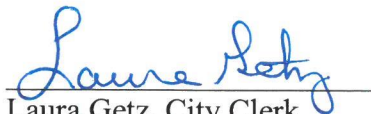
Edna Matthews

Term Expires 12-31-2023

2. This Resolution shall be in full force and effect from and after this 2nd day of October, 2023.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



RESOLUTION NO. 2023 - 75

**RESOLUTION COMMENDING INDIVIDUALS WHO HAVE SERVED ON ADVISORY
BOARDS AND COMMISSIONS OF THE CITY OF GOLDSBORO**

WHEREAS, citizen participation is vital to responsible government; and

WHEREAS, the following individuals have served the local citizenry by their service upon the advisory Boards and Commissions of the City of Goldsboro; and

WHEREAS, the Mayor and City Council wish to commend these civic-minded citizens for their voluntary contributions to the City of Goldsboro.

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

1. The following individuals are recognized for their service on the City's advisory Boards and Commissions and are commended for their contributions to the operation of Goldsboro's municipal government:

Recreation Advisory Commission

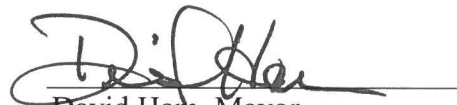
Glenda Creech

Danielle Baptiste

Mayor's Committee for Persons with Disabilities

Tyrone Starkie

2. Certificates of Appreciation signed by the Mayor, City Manager, and Chairperson will be presented at the next regularly scheduled meeting of the various Boards and Commissions or as close to that meeting date as possible.
3. This Resolution shall be in full force and effect from and after this 2nd day of October, 2023.


David Ham, Mayor

Attested by:


Laura Getz, City Clerk



BREAST CANCER AWARENESS MONTH PROCLAMATION

WHEREAS, each year, more than 6,000 women in North Carolina can expect to be diagnosed with breast cancer, and more than 1,000 will likely die from this disease; and

WHEREAS, North Carolina woman have a 1-in-8 lifetime risk of developing breast cancer; the second leading cause of cancer death for women in the United States; and

WHEREAS, the North Carolina Breast and Cervical Cancer Control Program (NC BCCCP), in the North Carolina Department of Health and Human Services, provides free or low-cost breast and cervical cancer screenings and follow-up to eligible uninsured or underinsured women; and

WHEREAS, with routine mammogram screening and follow-up testing, the disease can be detected early, so that it can be effectively treated and save lives; and

WHEREAS, being aware of the health information, education, treatment, and support methods available, can help individuals with breast cancer find and receive the appropriate care and resources they need to improve their quality of life.

NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim October 2023 as:

BREAST CANCER AWARENESS MONTH

in the City of Goldsboro, and urge our fellow citizens to become aware of the impact that breast cancer has on our community, and to support the fight against breast cancer so that we may one day defeat this terrible disease.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 2nd day of October, 2023.




David Ham
Mayor

**SAFETY FIRST ON HALLOWEEN
PROCLAMATION**

WHEREAS, it is the desire and responsibility of the City Council to promote the safety and welfare of the citizens of the City of Goldsboro; and

WHEREAS, the City Council is concerned that our young citizens participate in the traditional Halloween Trick or Treat activities in a safe and orderly manner; and

WHEREAS, the City Council feels that the best method for promoting a safe and orderly Halloween is through a Proclamation from the Mayor setting forth guidelines for these activities.

NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim:

SAFETY FIRST ON HALLOWEEN

and encourage all citizens of Goldsboro to promote and observe the following safety guidelines:

- Parents are asked to supervise the Halloween Trick or Treat activities of their children and to ensure that Trick or Treat activities are limited to children under the age of 16 years.
- Trick or Treat hours will be observed from 6:00 p.m. to 8:00 p.m. on Tuesday, October 31, 2023.
- Residents who wish to participate in Trick or Treat are asked to leave a porch light, or other outdoor light, on during these hours.
- Parents are asked to explain to children that homes with no outdoor light are not participating in Trick or Treat and that these homes should be passed up during these activities.
- It is also recommended for the safety of our children that parental supervision be extended to include insistence that children do not consume any "treats" until closely examined by their parents. Parents should follow the rule "if in doubt - throw it out" where evidence of tampering with packaging or surfaces of consumable product exists.

These guidelines are set forth in the hope that all citizens of Goldsboro will enjoy a happy, safe, and orderly Halloween.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 2nd day of October, 2023.




David Ham
Mayor



RESOLUTION NO. 2023- 76

**RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY
JULIE A. RYAN AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
FOR MORE THAN 27 YEARS**

WHEREAS, Julie A. Ryan retired on October 1, 2023 as a Police Records Technician, with more than 27 years of service with the Goldsboro Police Department; and

WHEREAS, Julie began her career on February 14, 1996 as a Public Records Clerk with the Goldsboro Police Department; and

WHEREAS, on July 1, 2016, Julie's title was changed to Police Records Technician with the Goldsboro Police Department, where she has served until her retirement; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina that we express to Julie our very best wishes for success, happiness, prosperity, and good health in her future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 2nd day of October, 2023.

Attested by:


Laura Getz, City Clerk




David Ham, Mayor