

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, JUNE 17, 2019**

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

- I. ADOPTION OF THE AGENDA**
- II. WORK SESSION-5:00 P.M. – CITY HALL ADDITION, 200 N. CENTER ST., ROOM 206**
 - i. BUDGET WORK SESSION**
 - ii. OLD BUSINESS**
 - a. Update on Upset Bid for 702 E. Elm Street (Finance)
 - b. Summer Meals Discussion (Community Relations)
 - c. Censure Hearing Dates (City Attorney)
 - iii. NEW BUSINESS**
- III. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER ST.**

Invocation (Archbishop Anthony Slater, Tehillah Church Ministries)
Pledge of Allegiance
- IV. ROLL CALL**
- V. APPROVAL OF MINUTES (*Motion/Second)**
 - A. Minutes of the Work Session and Regular Meeting of May 6, 2019
- VI. PRESENTATIONS**
 - B. Resolution Expressing Appreciation for Services Rendered by Joseph Johnson as an Employee of the City of Goldsboro for More Than 29 Years
 - C. Resolution Expressing Appreciation for Services Rendered by Jody Dean as an Employee of the City of Goldsboro for More Than 12 Years
- VII. PUBLIC HEARINGS (*Motion/Second)**
 - D. Z-11-19 – (Joyful Play Childcare and Preschool) Subject property is located on the East side of Barrow Court between E. Ash Street and Carol Street (Planning)
 - E. Z-12-19 – (Johnnie Jordan Coley’s Internet Café) Subject property is located on the South side of Arrington Bridge Road between Bill Lane Boulevard and Casey Mill Road (Planning)
 - F. Z-13-19 – (Dewey Street Properties, LLC.) Subject properties are located on the North side of W. Grantham Street between Hargrove Street and Jordan Boulevard (Planning)
 - G. UDO-2-19 Microbreweries - Unified Development Ordinance Amendments (Planning)
 - H. UDO-3-19 Repair by Neglect - Unified Development Ordinance Amendments (Planning)
 - I. Street Closing – Titleist Drive (Planning)

PLANNING COMMISSION EXCUSED

 - J. Public Hearing – FY19-20 Draft Annual Action Plan (Community Relations)
- VIII. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)**

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

- GA/BB
4-2
- K. Federal Property Forfeiture Program State Controlled Substance Tax Remittance (Police)
 - L. Informal Bid Request No. 2019-005 Rejection of Bid and Award (Parks and Recreation)
 - M. Amending a Capital Projects Fund Ordinance – Herman Park Center Capital Project (G1102) (Finance)
 - N. Establishing a Capital Projects Fund Ordinance – 1919 La France Fire Truck Restoration (G1103) (Finance)
 - O. Establishing a Capital Projects Fund Ordinance – Parks & Rec Projects FY19-24 (G1104) (Finance)
 - P. Establishing a Special Revenue Fund Ordinance – Edward Byrne Memorial Justice Assistance Grant (JAG) (P3102) (Finance)
 - Q. Establishing a Special Revenue Fund Ordinance – Police Other Restricted Revenue Funds (P3104) (Finance)
 - R. Establishing a Grant Project Fund Ordinance – Hurricane Florence FEMA 4393DR-NC (Finance)
 - S. Amending a Capital Projects Fund Ordinance – Tiger VIII Grant Projects (R1103) (Finance)
 - T. Fiscal Year 2018-19 Budget Amendment (Finance) **Information to be provided on Friday, June 14, 2019.*
 - U. Advisory Board and Commission Appointments (City Manager)
 - V. Departmental Monthly Reports

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

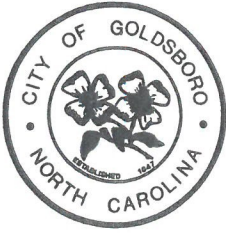
- BB/DH
4-2
- GA/DH
4-2
- W. Contract Award for Phase II of the Design-Build Services for the Construction of Center Street Streetscape Phase III Project (Formal Bid #2018-001) (Downtown Development)
 - X. Budget Ordinance for Fiscal Year 2019-20 (Finance) **Ordinance to be added at the meeting on June 17, 2019.*

XI. CITY MANAGER'S REPORT

XII. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS

XIII. CLOSED SESSION

XIV. ADJOURN



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2019-51

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY JOSEPH JOHNSON AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 29 YEARS

WHEREAS, Joseph Johnson retires on July 1, 2019 as a Battalion Chief with the Goldsboro Fire Department of the City of Goldsboro with more than 29 years of service; and

WHEREAS, Joseph began his career on November 21, 1990 as a Firefighter with the Goldsboro Fire Department; and

WHEREAS, on August 11, 1999, Joseph was promoted to Fire Engineer with the Goldsboro Fire Department; and

WHEREAS, on July 30, 2008, Joseph was promoted to Fire Captain with the Goldsboro Fire Department; and

WHEREAS, on December 6, 2017, Joseph was promoted to Fire Marshal with the Goldsboro Fire Department; and

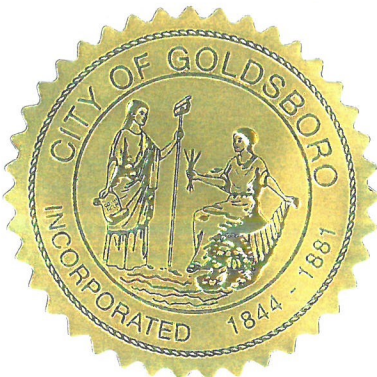
WHEREAS, on January 2, 2019, Joseph's position was changed to Battalion Chief with the Goldsboro Fire Department where he has served until his retirement; and

WHEREAS, Joseph has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Joseph Johnson their deep appreciation and gratitude for the service rendered by him to the City over the years.

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

1. We express our deep appreciation and gratitude for the dedicated service rendered during Joseph's tenure with the City of Goldsboro and offer him our very best wishes for success, happiness, prosperity and good health in his future endeavors.
2. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 17th day of June, 2019.



Chuck Allen, Mayor

RESOLUTION NO. 2019-51

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FOR SERVICES RENDERED BY JOSEPH JOHNSON
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO
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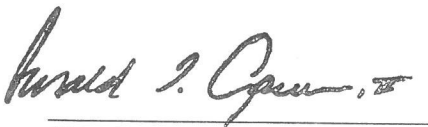
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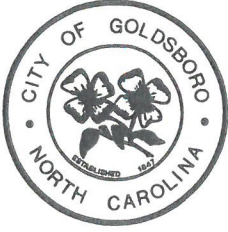
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Approved as to Form Only:

Reviewed by:


City Attorney


City Manager



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2019-52

RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY JODY DEAN AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 12 YEARS

WHEREAS, Jody Dean retires on July 1, 2019 as the Golf Director with the Parks and Recreation Department of the City of Goldsboro with more than 12 years of service; and

WHEREAS, Jody began his career as a temporary employee on January 20, 2005 as a Club House Assistant at the Golf Course with the Parks and Recreation Department; and

WHEREAS, on January 3, 2007, Jody was hired as a part time Club House Assistant at the Golf Course with the Parks and Recreation Department; and

WHEREAS, on December 12, 2012, Jody was hired as a full-time Club House Assistant at the Golf Course with the Parks and Recreation Department; and

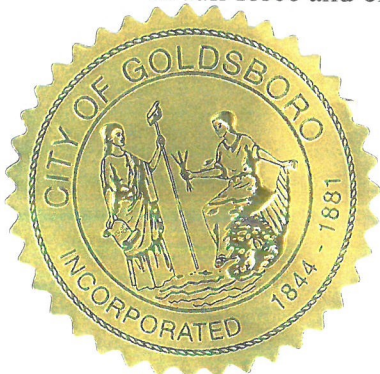
WHEREAS, on July 1, 2015 was promoted to Golf Director at the Golf Course with the Parks and Recreation Department where he has served until his retirement; and

WHEREAS, Jody has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Jody Dean their deep appreciation and gratitude for the service rendered by him to the City over the years.

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

1. We express our deep appreciation and gratitude for the dedicated service rendered during Jody's tenure with the City of Goldsboro and offer him our very best wishes for success, happiness, prosperity and good health in his future endeavors.
2. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 17th day of June, 2019.





Chuck Allen
Mayor

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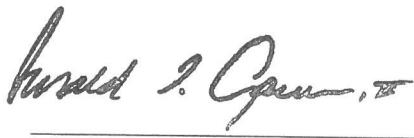
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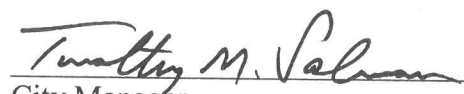
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Approved as to Form Only:

Reviewed by:



City Attorney



City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
Z-11-19 – (Joyful Play Childcare and Preschool)
Subject property is located on the East side of Barrow Court between E. Ash Street and Carol Street.

Applicant is requesting a zoning change for a portion of the property from R-16 (Residential) to GBCD (General Business Conditional District) in conjunction with site plan approval to allow the operation of a child daycare.

BACKGROUND: The property is zoned residential and is currently occupied by a single-family dwelling.

Frontage: 110 ft. (E. Ash Street)
 420 ft. (Barrow Court)

Area: 47,981 sq. ft. or 1.10 acres

Zone: Residential (R-16)

DISCUSSION: As previously stated, the applicant proposes to rezone a portion of the property from R-16 (Residential) to General Business Conditional District (GBCD) for the operation of a child daycare. Site and landscape plans have been submitted for separate approval.

Tract One: (Existing Single-Family Dwelling)

 110 ft. (E. Ash Street)
 158.98 (Barrow Court)
 Area: 17,522 sq. ft. or 0.402 acres

Tract Two: (Proposed Daycare)

 276.87 ft. (Barrow Court)
 Area: 30,459 or 0.699 acres

Surrounding Zones:

North: General Business (GB);
South: Office and Institutional (O&I-1);
East: Residential (R-16); Neighborhood Business (NB)
West: R-16 (Residential)

The submitted site plan indicates a 5,376 sq. ft. building of modular construction and meeting the requirements of the North Carolina State Building Code.

Days/Hours of Operation:	Monday-Sunday: 6:30am-11pm
Teachers/Staff:	8
Children:	The applicant is seeking state licensing for 115 children.

Access and Parking: The site will be served by two, 24 ft. wide driveway cuts off Barrow Court and Carol Street. Since Barrow Court is an unimproved City street, the applicant is proposing to pave approximately 100 linear ft. or 2,200 sq. ft. in order to provide approved access to the site. Street improvements must meet City Engineering standards.

A paved and striped parking lot is shown directly east of the daycare. Child daycares require one parking space per 300 sq. ft. of gross floor area, plus an unloading and loading area capable of stacking 4 vehicles.

A total of 14 parking spaces have been provided to include 1 handicap accessible parking space. In addition, 4 spaces for loading and unloading are shown at the front entrance of the proposed daycare. The applicant is requesting a modification of required parking from 22 to 18 spaces. Applicant states that the daycare's client base has varied working hours utilizing daytime and nighttime childcare services and that the required amount of parking spaces is more than sufficient for the proposed use.

Building Elevations: Exterior construction materials shall consist of hardy plank siding, vinyl windows and roofing comprised of a rubber membrane with a flat-roof pitch.

Outdoor Play Area: In accordance with state daycare licensing requirements, day care centers shall provide an outdoor play area of at least seventy-five (75) square feet for each child. The submitted site plan shows an outdoor play area of 8,625 sq. ft. A chain-link fence four (4) ft. in height will surround the play area and daycare center.

Landscaping: The applicant proposes the installation of 7 Autumn Fantasy Maples to serve as required street trees along Barrow Court. In addition, 12 Dwarf Yaupon Hollies are proposed as the required vehicular surface buffer.

A Type A, 5 ft. wide buffer is proposed along the western, southern and eastern property lines consisting of Autumn Fantasy Maples, Arborvitae, Chinese Loropetalums and Carissa Hollies. Snow Goose Cherries, Autumn Fantasy Maples and Dwarf Yaupon Hollies are proposed as plantings to serve the vehicular surface area.

Sidewalks and Pedestrian Access: Exterior sidewalks are not shown on the submitted site plan. Since the proposed use is for new construction, sidewalks are required.

Applicant is requesting a modification of the sidewalk requirement. If the modification is approved, a fee in lieu of will be required to be paid to the City of Goldsboro in the amount of \$4,119.66 for sidewalk construction.

5 ft. wide interior sidewalks including handicap accessible ramps have been provided leading from the parking lot and outside play area into proposed building entrances.

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

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

Refuse collection: An 18 ft. wide by 12 ft. wide concrete pad is shown behind the proposed daycare for two solid waste receptacles. The dumpsters will be screened in accordance with City standards.

Interconnectivity: Interconnectivity has been provided on the south side of the proposed parking lot.

Modifications: The applicant is requesting the following modifications:

1. Modification of parking spaces from 22 to 18.
2. Modification of exterior sidewalk construction.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council meeting on July 15, 2019.

Date: 06/10/19



Planning Director

Date: 6/25/19



City Manager

Z-11-19
2901 E ASH ST
R - 16 TO GB CD



REZONING REQUEST

Applicant: Joyful Play LLC
Request: R-16 To GB CD
Project: Daycare and Preschool
Parcel #: 3519-30-3998
Location: 2901 E Ash Street

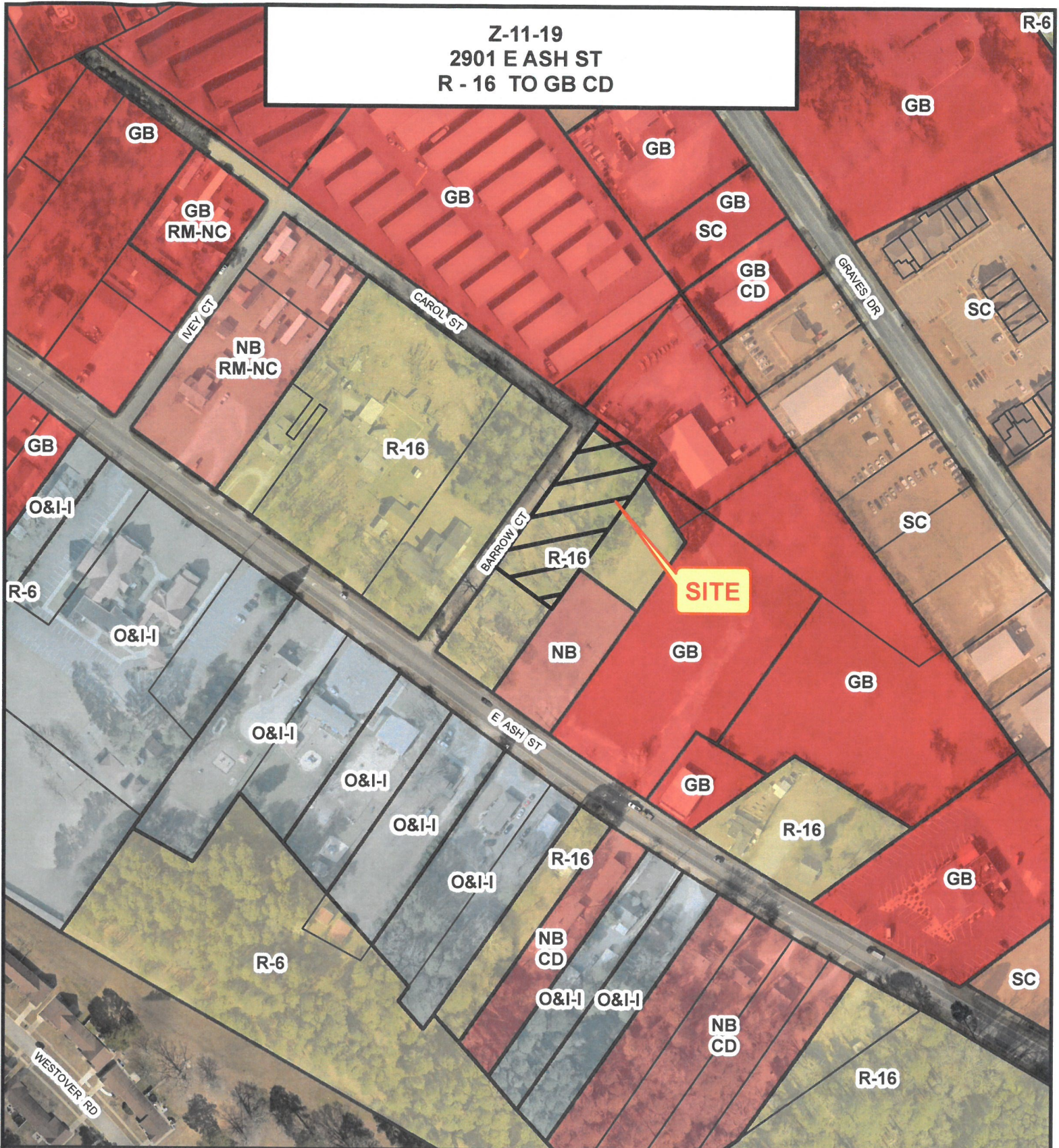
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GOLDSBORO
BE MORE DO MORE SEYMOUR

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Z-11-19
2901 E ASH ST
R - 16 TO GB CD



REZONING REQUEST - EXISTING ZONING

Applicant: Joyful Play LLC
Request: R-16 To GB CD
Project: Daycare and Preschool
Parcel #: 3519-30-3998
Location: 2901 E Ash Street

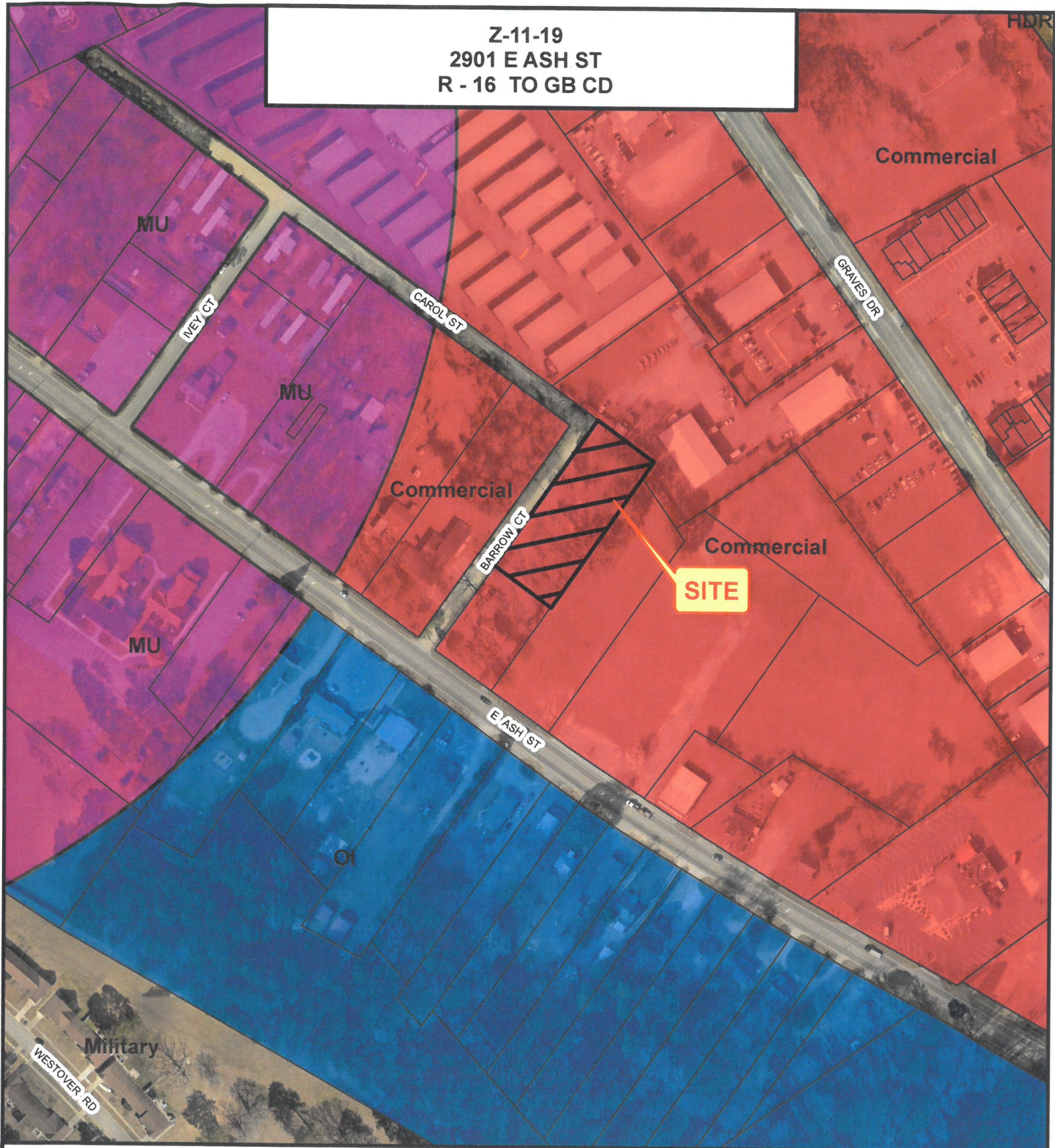
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Z-11-19
2901 E ASH ST
R - 16 TO GB CD



REZONING REQUEST - PROPOSED ZONING

Applicant: Joyful Play LLC
Request: R-16 To GB CD
Project: Daycare and Preschool
Parcel #: 3519-30-3998
Location: 2901 E Ash Street

200 100 0 200 Feet



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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING**

SUBJECT: **PUBLIC HEARING**
Z-12-19 – (Johnnie Jordan Coley’s Internet Café)
Subject property is located on the South side of Arrington Bridge Road between Bill Lane Boulevard and Casey Mill Road.

Applicant is requesting a zoning change for property located at 1462 Arrington Bridge Road from Neighborhood Business to General Business Conditional District (GBCD) for an electronic gaming operation (internet café).

BACKGROUND: Subject property was satellite annexed in August of 1989. Since that time, it has operated as a grocery store, convenience store and restaurant.

In 2017, the property sustained extensive damage from the effects of Hurricane Matthew. Since that time, there have been no repairs or renovations made to the existing building.

Currently, the building and lot are vacant and the property owner is in the process of selling the property.

Frontage: 100 ft.
Area: 17,000 sq. ft. or 0.39 acres
Zoning: Neighborhood Business (NB)

DISCUSSION: As previously stated, the applicant proposes to rezone the subject property from Neighborhood Business (NB) to General Business Conditional District (GBCD) for an electronic gaming operation (internet café).

Surrounding Zones:
North: Residential (R-20A);
South: Residential (R-20A);
East: Residential (R-20A); and
West: Residential (R-20A)

On May 8, 2017, Goldsboro City Council approved an ordinance amending the Unified Development Ordinance regarding electronic gaming operations within the City limits and the City’s one-mile extraterritorial jurisdiction.

The following regulations were approved by City Council:

1. Electronic gaming operations are only permitted in the General Business (GB) zoning district.
2. No establishment shall be located within 500 ft. of any residentially zoned or developed property, church, school, day care, playground or public park.
3. No such establishment shall be located within one mile of another similar establishment.
4. The hours of operation for such operations shall be limited from 7:00am to 2:00am.
5. Electronic Gaming Facilities are only permitted after a Conditional Use Permit has been approved by City Council.
6. The number of parking spaces for electronic gaming operations are based on 1.5 spaces per computer/machine and 1 space per employee.

The submitted site plan shows an existing 2,393 sq. ft. single-story building of masonry construction. The applicant's proposed floor plan shows an assembly area consisting of 18 machines, an office, a storage area, lobby and restrooms for patrons of the facility.

Employees: 1

Hours of Operation: Monday through Sunday;
9am - Midnight

Parking: Parking for the site is based on 1.5 spaces per gaming machine and 1 per employee. 28 parking spaces are required to include two handicap parking spaces.

The submitted site plan shows 6 existing paved parking spaces at the front of the facility. The applicant is proposing 12 parking spaces located in the rear yard of the facility and an additional 11 parking spaces upon private property directly east and adjacent to the site. The adjacent private property owner has agreed to enter into a long-term lease with the applicant to use a portion of the property (15 ft. x 170 ft.) for parking as long as the business is in operation.

The applicant proposes to remove the existing 400 sq. ft. accessory building located at the rear of the property for the provision of customer parking spaces and proper circulation for automobiles entering and exiting the site.

Vehicular surface areas and parking areas are required to be paved and striped. The applicant is requesting a modification of the paving

requirement for vehicular surface areas and parking spaces located in the rear yard and side yard of the property. If approved, applicant proposes to use gravel in lieu of asphalt or concrete.

Landscaping: Due to existing site conditions, the applicant is requesting a modification of the City's landscape requirements as they pertain to street trees, vehicular surface buffers and landscape buffer yards. The applicant states that landscape plantings will leave insufficient room for parking spaces required for the site.

Special Flood Hazard Area: The site is located in the 100-year floodplain. Any new construction or development will require compliance with the City's floodplain regulations.

SJAFB: Seymour Johnson Air Force Base has been notified of the proposed use. Because the subject property falls within the 70-74 dnl noise contour, the applicant will be required to incorporate noise attenuation measures into the design or construction of portions of the building where the public is received or assembled.

The applicant is requesting the following modifications:

1. Modification of 500 ft. separation distance from residentially-zoned or residentially-developed property.
2. Modification of paving required for vehicular surface areas and parking spaces.
3. Modification of City's landscape requirements.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council meeting on July 15, 2019.

Date: 06/10/19



Planning Director

Date: 6/25/19



City Manager

Z-12-19
1462 ARRINGTON BRIDGE RD
NB TO GB - CD



REZONING REQUEST - EXISTING ZONING

Applicant: *Johnnie Coley*
Request: *NB To GB-CD*
Project: *Internet Cafe*
Parcel #: *3507-62-2500*
Location: *1462 Arrington Bridge Rd*

200 100 0 200 Feet



GOLDSBORO
BE MORE DO MORE SEYMOUR

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Z-12-19
1462 ARRINGTON BRIDGE RD
NB TO GB - CD



REZONING REQUEST

Applicant: Johnnie Coley
Request: NB To GB-CD
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200 100 0 200 Feet



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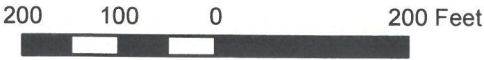
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Z-12-19
1462 ARRINGTON BRIDGE RD
NB TO GB - CD



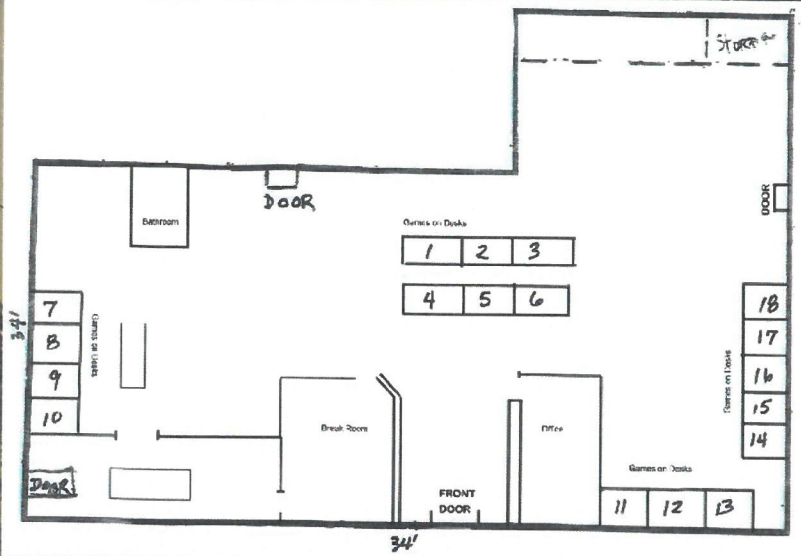
REZONING REQUEST - PROPOSED ZONING

Applicant: Johnnie Coley
Request: NB To GB-CD
Project: Internet Cafe
Parcel #: 3507-62-2500
Location: 1462 Arrington Bridge Rd



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Z-12-19
1462 ARRINGTON BRIDGE RD
NB TO GB-CD



J Coley Internet Cafe

- 18 Gaming Stations
- 28 Parking Spaces
- Hours of Operation:
Monday -Sunday
9:00 am - Midnight
- Number of Employees: 1

40 20 0 40 Feet

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING

Z-13-19 – (Dewey Street Properties, LLC.)

Subject properties are located on the North side of W. Grantham Street between Hargrove Street and Jordan Boulevard.

Applicant is requesting a zoning change for two individual properties located at 1211 and 1203 W. Grantham Street from General Business (GB) to Highway Business (HB).

Applicant is the owner of both properties.

BACKGROUND: On October 20, 2014, Council approved 1211 W. Grantham Street for the operation of a used car dealership for high-end, high-performance autos including the accessory uses of restoration, service and repair.

In addition, Council approved site and landscape plans detailing the proposed development. The following modifications were approved:

1. Modification of a Type C (20 ft. wide) buffer along the western property line;
2. Modification of eastern Type A (10 ft. wide buffer to allow the placement of a 6 ft. high fence with no additional landscaping; and
3. Modification of the existing freestanding sign height and area from 25 ft. tall to 49 ft. tall and from 80 sq. ft. to 100 sq. ft.

Since that time, the owner acquired the adjacent property directly east of the site and identified as 1203 W. Grantham Street. Currently, the owner operates the site as an automotive equipment installation, repair and service facility.

1211 W. Grantham St:

Frontage:

W. Grantham Street: 181 ft.

Collier Street: 136 ft.

Area: 50,019 sq. ft. or 1.14 acres

Zone: General Business (GB)

1203 W. Grantham St:

Frontage: 89 ft.
Area: 11,335 or .26 acres
Zone: General Business (GB)

DISCUSSION: As previously stated, the applicant proposes to rezone two individual properties located at 1211 and 1203 W. Grantham Street from General Business (GB) to Highway Business (HB).

Surrounding Zones:

North: Residential (R-6);
South: General Business (GB); Office and Institutional (O&I-1);
East: Office and Institutional (O&I-1; General Business (GB); Residential (R-16);
West: General Industry (I-2)

The property owner proposes to rezone the property for the purpose of reclassifying an existing non-conforming freestanding sign at 1211 W. Grantham St. to a conforming high-rise sign. If approved, the owner intends to combine the two separate parcels (1211 and 1203 W. Grantham Street) into one in order for both businesses to share the proposed high-rise sign.

According to the City's Unified Development Code, high-rise signs are allowed in the Highway Business (HB) zoning district if the business or businesses are contiguous to a controlled access highway as defined by NCDOT. The subject properties are located along W. US 70 Highway which is a controlled access highway.

City sign regulations require high-rise signs not to exceed a height of 100 ft. in height and no more than 250 sq. ft. in area. The existing freestanding sign is 49 ft. in height and 100 sq. ft. in area.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council meeting on July 15, 2019.

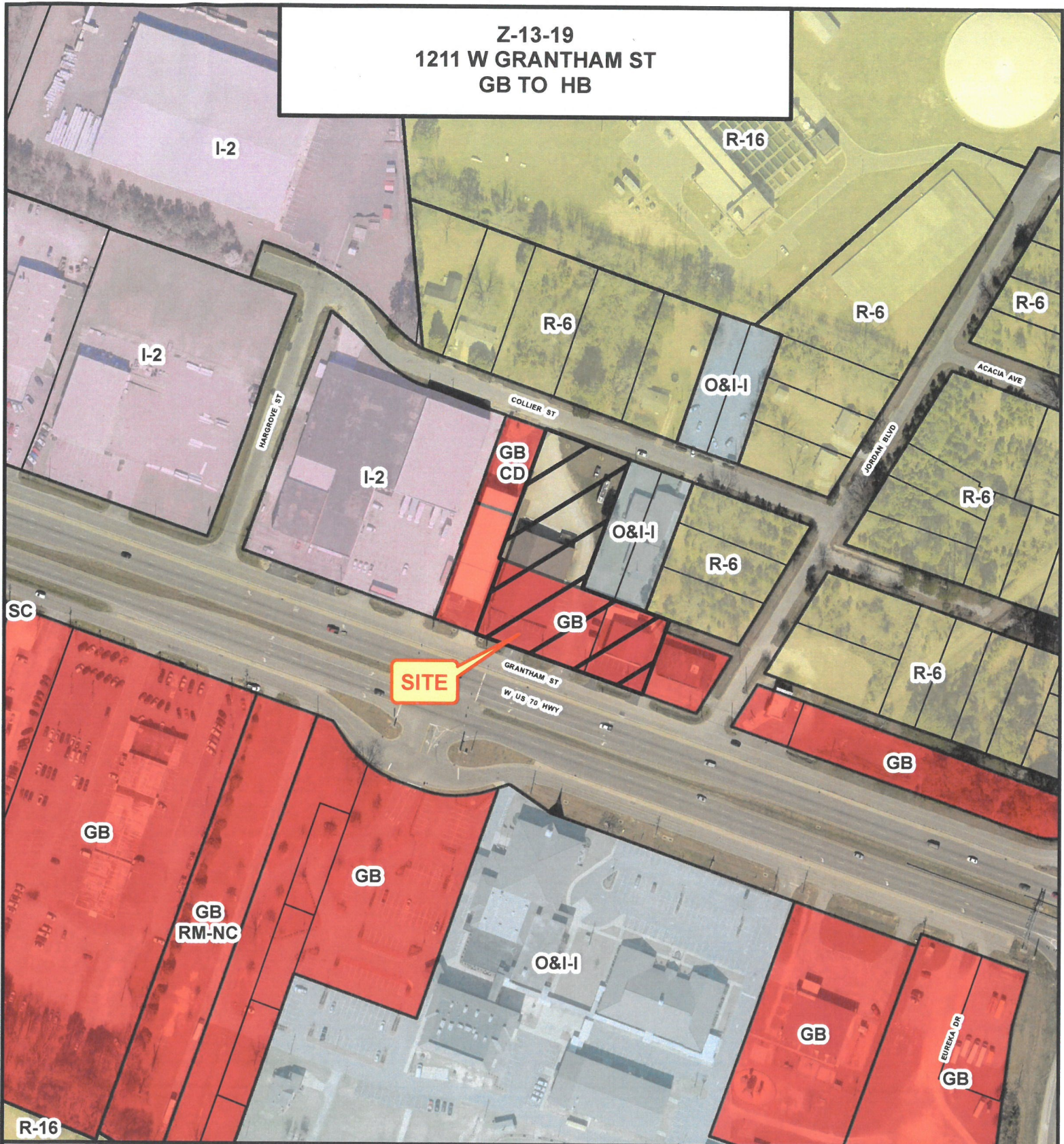
Date: 06/10/19


Planning Director

Date: 6/25/19


City Manager

Z-13-19
1211 W GRANTHAM ST
GB TO HB



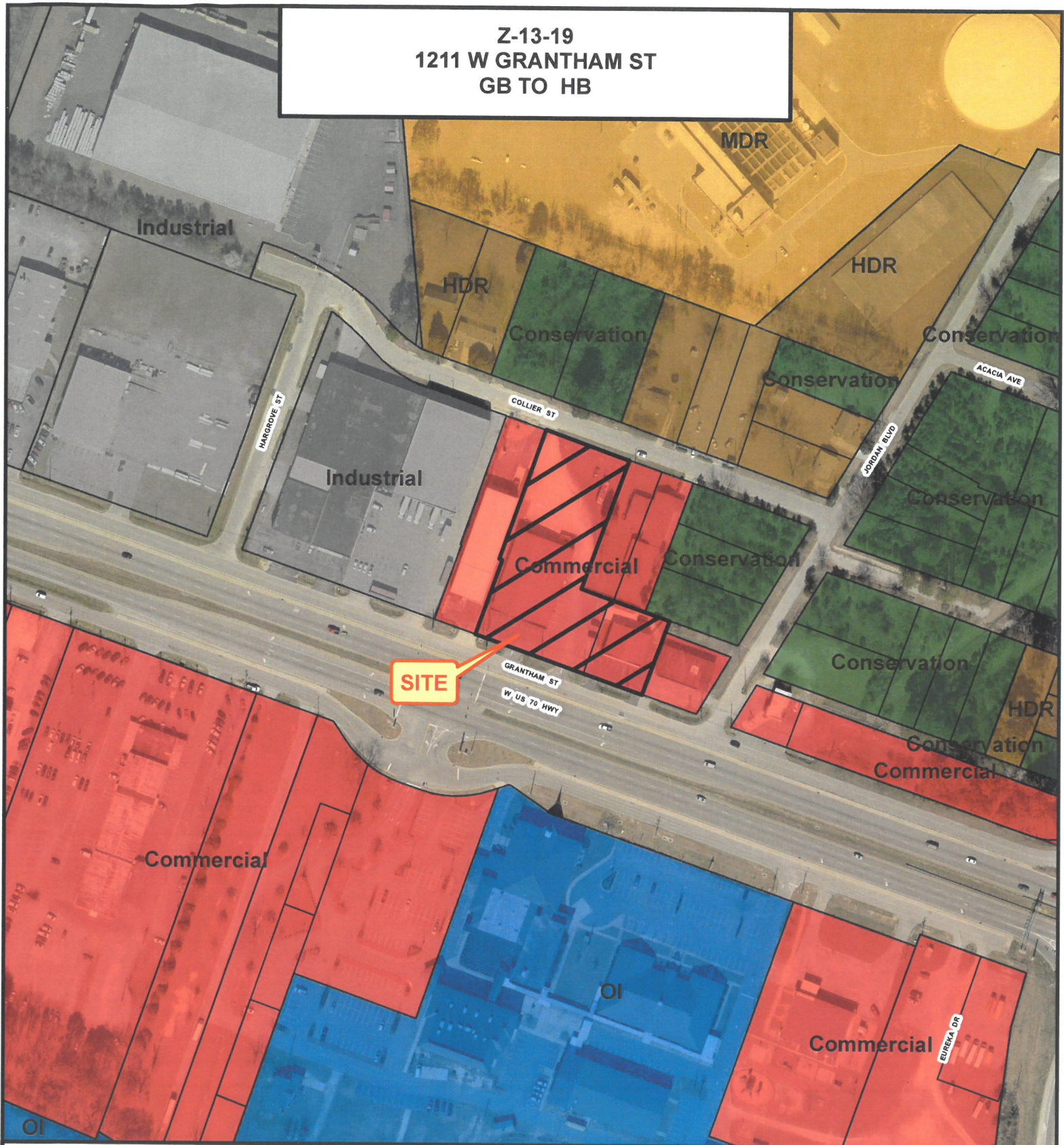
REZONING REQUEST - EXISTING ZONING

Owner: Dewey Street Properties
Requestt: GB To HB
Parcel #: 2690-42-2335
Location: 1211 W. Grantham St.

GOLDSBORO
BE MORE DO MORE SEYMOUR

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-13-19
1211 W GRANTHAM ST
GB TO HB



REZONING REQUEST - PROPOSED ZONING

Owner: Dewey Street Properties
Request: GB To HB
Parcel #: 2690-42-2335
Location: 1211 W. Grantham St.

200 100 0 200 Feet



GOLDSBORO
BE MORE DO MORE SEYMOUR

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Z-13-19
1211 W GRANTHAM ST
GB TO HB



REZONING REQUEST

Owner: Dewey Street Properties
Requestt: GB To HB
Parcel #: 2690-42-2335
Location: 1211 W. Grantham St.

200 100 0 200 Feet



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BE MORE DO MORE SEYMOUR

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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING**

- SUBJECT:** **PUBLIC HEARING**
UDO-2-19 Microbreweries - Unified Development Ordinance Amendments
- BACKGROUND:** The City Council adopted the Unified Development Ordinance on April 4, 2005, which replaced existing land development regulations for the City of Goldsboro and its extraterritorial jurisdiction.
- Since that time, the UDO has been amended, over the years, to address a number of minor text corrections and major changes as directed by the Council.
- Currently, a number of proposed changes for consideration are “Minor Text Amendments” to Sections within the UDO under Section 5.0 Zoning and Section 9.0 Definitions as follows:
- **Section 5.4** Table of Permitted Uses;
 - **Section 5.5** Supplemental Use Regulation; and
 - **Section 9.2** Definitions.
- Proposed changes are to reflect the addition of Microbreweries as a permitted use within the Central Business District, General Business District, Shopping Center District and the Highway Business zoning district.
- DISCUSSION:** A Notice of Public Hearing listing all the Sections of the UDO under consideration for amendment was advertised for two consecutive weeks in the newspaper and posted on the City’s website for review.
- Minor changes, which are included for possible amendment include:
1. Amending Section 5.4 Table of Permitted Uses by adding Microbreweries as a conditional use in the

same Business/Personal Services as Bars, nightclubs, pool halls, places of entertainment with an ABC permit, bowling alleys, and miniature golf facilities;

2. Amending Section 5.5 Supplemental Use Regulations by adding to Subsection 5.5.4 Special and Conditional Use Specific Regulations to include Microbreweries and editing the Central Business District Exceptions as it pertains to Bars, Nightclubs, Pool Halls, Places of Entertainment (both public and private and for profit) – ABC Permit regulations as follows; and
3. Amending Section 9.0 Definitions by including within Subsection 9.2 Definitions a definition of Microbrewery.

RECOMMENDATION:

No action necessary. The Planning Commission will have a recommendation for the Council's meeting on July 15, 2019.

Date: 06/10/19



Planning Director

Date: 6/25/19



City Manager

**NOTICE OF PUBLIC HEARING
BEFORE THE CITY COUNCIL AND THE PLANNING COMMISSION
OF THE CITY OF GOLDSBORO, NORTH CAROLINA
TO CONSIDER CHANGES AND AMENDMENTS TO
THE UNIFIED DEVELOPMENT ORDINANCE
OF THE CITY OF GOLDSBORO CODE OF ORDINANCES**

Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro on **Monday, June 17, 2019**, at 7:00 p. m., in the Council Chambers, City Hall, 214 North Center Street, Goldsboro, North Carolina, to consider certain changes and amendments to the Unified Development Ordinance of the Goldsboro Code of Ordinances.

The following Sections of the Unified Development Ordinance under consideration for amendment are as follows:

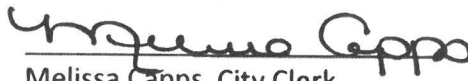
Article 5.4 – Table of Permitted Uses – Addition of brewery, microbrewery

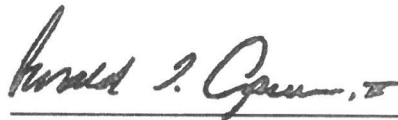
Article 5.5 – Supplemental Use Regulation – Addition of brewery, microbrewery

Article 9.2 – Definitions – Addition of definition of brewery, microbrewery

The full text amendment may be reviewed in the Office of Planning and Community Development located at 200 North Center Street, Goldsboro, North Carolina, between the hours of 8:00 a. m. and 5:00 p. m., Monday through Friday.

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


Melissa Capps, City Clerk


Ronald T. Lawrence, City Attorney

PUBLISH: May 30, 2019
 June 6, 2019

Table of Permissible Uses																												
	AG	R-40	R-20A	R-20	R-16H	R-16	R-12SF	R-12	R-9SF	R-9	R-6SF	R-6	RM-9	RM-8	O-R	O&I-1	O&I-2	NB	CBD	AB	GB	SC	HB	I-1	I-2	I&BP-1	I&BP-2	Standards
Business/Personal Services																P												9.2 Definition
Apothecary Shop, retail sales incidental																												
Arcades, gamerooms, pool halls, places of entertainment with no ABC permit, bowling alleys, miniature golf facilities																		C	C	C	C	C	C					5.5.4
Auto Painting and Body Shops																			P	C	P			P				
Automobile parking as a principle use																		P	P	P	P	P	P	P				
Automobile parts/ supplies																			P	C	P	P	P	P				
Automobile rental/leasing, no sales																		P	C	C	P	P	P	P				5.5.4, CBD limited
Automobile repair, service and inspection																			C	C	P	P	P	P				5.5.4, CBD limited
Automobile sales new, including the accessory uses of used car sales, leasing and service & repair																					C	P	P	P				5.5.4
Automobile sales used, no service or repair																					C	C		C				5.5.4
Automobile washing establishment																			C		P	P	P	P				5.5.4
Automobile washing establishment, Hand- Wash Only																			P	C		P	P	P				
Bail bonding establishments																	P		P	C				P				
Bakery																			P	P	C	P	P		P		P	
Banks with drive throughs																			P	C	C	P	P	P				CBD
Banks, finance and insurance offices																			P	C	P	P	P	P				
Barber/ Beauty Shop - excluding home occupations																			P	P	C	P	P	P				
Bars, nightclubs, pool halls, Microbreweries, places of entertainment with an ABC permit, bowling alleys, miniature golf facilities																			C		C	C	C					5.5.4

5.5 SUPPLEMENTAL USE REGULATIONS

5.5.1 PURPOSE

The City of Goldsboro finds that there are certain uses that exist which may be constructed, continued and/or expanded if they meet certain mitigating conditions specific to their design and/or operation. Such conditions ensure compatibility among uses and building types so that different uses may be located in proximity to one another without adverse effects to either. This Section specifies those requirements that must be met by all the uses marked as special or conditional in the Table of Permitted Uses for each district.

5.5.2 APPROVAL PROCEDURES

The nature and/or size of a particular use and its probable effect upon surrounding properties determine the approval procedure that shall be followed in obtaining a permit. To determine which approval authority is required, consult the Table of Permitted Uses (Section 5.4).

Where a proposed use will have a minimal effect upon neighboring uses and is proposed for a small structure or tract of land, a special use permit will be required and is granted by the Board of Adjustment. Where a proposed use would have a wider effect upon the entire community or involves a large structure or tract of land, a conditional use permit is necessary and is granted by the City Council. Before granting a conditional use permit, the City Council may request a review by and recommendations from the Planning Commission.

The approval process for both special and conditional uses is described in Section 2.2 (Zoning, Conditional and Special Use Approval).

5.5.3 APPROVAL CRITERIA

All of the special and conditional uses listed below shall fulfill all of the requirements of this Ordinance including those in Sections 6.1 (Off-Street Parking, Loading and Stacking Standards), 6.3 (Landscaping, Screening, and Buffering Standards), 6.2 (Commercial Lighting Design Standards), and 6.4 (Signage Standards). In addition, if the use is located in any one of the overlay districts described in Sections 5.7 through 5.10, that district's additional regulations shall apply. The following sections describe the additional approval criteria for each of the specified uses. However, the City Council, Board of Adjustment or Planning Commission may require additional conditions if they feel the impacts of a particular use on a particular site may adversely impact the public health, safety and general welfare.

The site plan information requirements listed for each use are in addition to the standard requirements for a site plan listed in Appendix A.

5.5.4 SPECIAL AND CONDITIONAL USE SPECIFIC REGULATIONS

Accessory Dwellings and Apartments

Permitted Districts

All Single Family Zoned or Developed Lots with the exception of the AG district

Approval Criteria

1. Accessory dwellings (detached from principle structure) and accessory apartments (inside the principle structure) are conditionally permitted in those zoning districts where such use is permitted in accordance with Section 5.4 (Table of Permitted Uses).
2. Accessory dwellings/apartments must comply with all applicable local, state and federal housing codes. Only one accessory dwelling or apartment may be permitted per lot.

3. The accessory dwelling or accessory apartment shall not exceed forty percent of the square footage of the livable area of the principle structure or one thousand one hundred square feet of gross floor area, whichever is less.
4. An accessory dwelling shall be sited to the rear of the principle structure. All accessory dwellings shall meet the setback requirements established for the principle structures of the district in which they are located.
5. The exterior of the accessory dwelling shall be compatible with the principle residence in terms of color, siding, roof pitch, window detailing, roofing materials and foundation or skirting appearance. Manufactured homes shall not be pulled up to or attached to the principle residence and be considered an accessory dwelling or accessory apartment.
6. Where there is no public sanitary sewer service to the accessory dwelling, the County Health Department shall approve sanitary sewer services provided to such accessory dwelling before construction begins.

Animal Hospitals – enclosed pens and runs, no open kennels

Permitted Districts

Airport Business, General Business, Shopping Center and I-2 General Industry

Approval Criteria

1. No kennel shall be maintained outside of the principle structure.
2. The facility shall have a minimum of two hundred square feet of outdoor enclosed yard for every one thousand square feet contained within the principle structure.
3. Within the animal hospital structure, the area designed to house/board animals shall be insulated and soundproofed, to minimize noise that may disturb persons in adjacent structures or in the vicinity.

Arcades/Game Rooms/Pool Halls/Places of Entertainment (including teen clubs) – No ABC Permit

Permitted Districts

Central Business District, General Business, Shopping Center and Highway Business

Approval Criteria

1. Upon complaint from any person owning property within four hundred feet of the applicant's property, a public hearing before the City Council and Planning Commission may be scheduled by the City Council to determine what additional conditions, if any, may be needed to protect the public health, safety and welfare. 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 conditional use permit, the City Council after the public hearing may modify, suspend or revoke the conditional 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.

Automobile Sales – used

Permitted Districts

Airport Business, General Business, Highway Business and I-2 General Industry

Approval Criteria

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 streetyard 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 conditional 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 6.3.9 as a condition of Conditional Use Permit approval.

Site Plan Information

1. The number of vehicles to be on display.
2. The method of delivery of said vehicles.
3. The number of Employees
4. The hours of operation

Bars, Nightclubs, Pool Halls, Microbreweries, Places of Entertainment (both public and private and for profit) – ABC Permit

Permitted Districts

Central Business District, General Business, Shopping Center and Highway Business

Approval Criteria

No establishment shall be located within two hundred feet of any residentially zoned or developed property, church or school. Where the proposed establishment is separated from residentially zoned or developed property by a four-lane highway, the two hundred foot separation shall only apply to the properties along the sides and rear of the establishment.

No establishment shall be located within one hundred and fifty feet of any other such establishment.

Central Business District Exceptions

- Within that area of the CBD bounded by the south side of Ash Street, the east side of George Street, the north side of ~~Chestnut~~ Elm Street and the west side of William Street, there shall be no minimum separation distance from residentially zoned or developed property. A fifty-foot separation distance shall be required for stand-alone churches and schools.
- For the remainder of the Central Business District, not described by the boundaries above, the minimum separation distance from residentially zoned or developed property, stand-alone churches or schools shall be one hundred feet.
- There shall be no more than two such establishments, with the exception of microbreweries, located per City block, defined as the length of street between two intersections.

- There shall be no more than five microbreweries located within the area of the CBD bounded by the south side of Ash Street, the east side of George Street, the north side of Elm Street and the west side of William Street.
- In the CBD, there shall be no minimum separation distance between two such establishments.
- Within that area of the CBD bounded by the south side of Ash Street, the east side of George Street, the north side of ~~Chestnut~~ Elm Street and the west side of William Street there shall be no minimum off-street parking requirements.
- Outdoor activities associated with a place of entertainment must specifically be approved by the City Council. At the time of Conditional Use Permit approval, the City Council may impose conditions on outdoor activities as necessary to protect the public health, safety and welfare.

The separation distance required by this section shall be measured in a straight line from property line to property line, with no consideration as to intervening structures, roads or landforms.

Upon complaint from any person, a public hearing may be scheduled by the City Council to determine what additional conditions, if any, may be needed to protect the public health, safety and welfare. 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 conditional use permit, the City Council after the public hearing may modify, suspend or revoke the conditional use permit.

Site Plan Information

1. Floor plan indicating the proposed uses within and adjacent to the structure;
2. Maximum number of persons occupying the structure or premises at one time; and
3. Attached to the site plan shall be a written statement setting forth the frequency and method of maintenance, repair, refuse/recycling collection and disposal.

Bed and Breakfasts

Permitted Districts

Central Business District, Neighborhood Business, Highway Business, General Business, Office and Institutional-1, and Office-Residence and on lots in Residential Districts fronting on a major and minor thoroughfare or collector streets as designated in the Thoroughfare or Transportation Plan.

Approval Criteria

1. A bed and breakfast shall be permitted only within a principle residential structure.
2. A resident owner or manager who lives on site shall manage a bed and breakfast.
3. In residential districts, food service shall be available only to guests and not the public. No receptions, private parties or similar activities shall be permitted unless expressly approved as part of the conditional use permit.
4. Signage shall be limited to one non-illuminated identification sign not to exceed six square feet in area and five feet in height. No additional advertising signs shall be permitted on the property.

Bingo Game Establishments

Permitted Districts

Office and Institutional 1, Neighborhood Business, General Business, Central Business District, Shopping Center and Highway Business

Approval Criteria

1. The applicant shall deliver to the City sufficient evidence that they comply with state requirements for bingo game establishments as specified in GS 14-309.5-14.

9.0 DEFINITIONS

9.1 WORD INTERPRETATION

For the purpose of this Ordinance, certain words shall be interpreted as follows:

1. Words in the present tense include the future tense. Words used in the singular number include the plural, and words used in the plural number include the singular, unless the natural construction of the wording indicates otherwise.
2. The word "person" includes a firm, association, corporation, trust, and company as well as an individual.
3. The word "structure" shall include the word "building."
4. The word "lot" shall include the words, "plot," "parcel," or "tract."
5. The word "shall" is always mandatory and not merely directory.
6. The word "will" is always mandatory and not merely directory.
7. The word "may" or "should" is suggestive and not mandatory.

9.2 DEFINITIONS

Marginal Access Street: A minor street which parallels and is adjacent to a major street or highway; and which provides access to abutting properties and protection from through traffic.

Marquee: A roof like structure that cantilevers from the wall of a building over its principle entrance, that has no vertical supports other than the wall from which it cantilevers and that provides a vertical signage area at least four feet high.

Marquee Sign: A sign attached to or mounted on a marquee.

Massage: The manipulation of body muscle or tissue by rubbing, stroking, kneading, or tapping, by hand or mechanical device.

Massage Business: Any establishment or business wherein massage is practiced including establishments commonly known as health clubs, physical culture studios, massage studios or massage parlors. Massage Therapy offices shall be excluded from these provisions provided the applicant is a licensed therapist by the State of North Carolina or a member of the American Massage Therapy Association.

Menu Board: An accessory sign providing items and prices associated with a drive-thru window.

Microbrewery: An establishment where beer and malt beverages are made on the premises and then sold or distributed, and which produces less than 15,000 barrels (a barrel is approximately 31 gallons) of beer per year. Microbreweries sell to the public by one or more of the following methods: the traditional three-tier system (brewer to wholesaler to retailer to consumer); the two-tier system (brewer acting as wholesaler to retailer to consumer); and directly to the consumer. Microbreweries may also include beverage tasting facilities and entertainment on premise with approved ABC permits.

Minor Home Occupation: A home occupation that meets the approval criteria of Section 5.5.4 (Special and Conditional Use Specific Regulations) for Minor Home Occupations.

Minor Variance: A variance from the minimum statewide watershed protection rules that results in a relaxation, by a factor of up to five (5) percent, of any buffer, density or built-upon area requirement under the high density option; or that results in a relaxation, by a factor of up to ten (10) percent, of any management requirement under the low density option.

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING**

- SUBJECT:** **PUBLIC HEARING**
UDO-3-19 Repair by Neglect Unified Development Ordinance Amendments
- BACKGROUND:** The City Council adopted the Unified Development Ordinance on April 4, 2005, which replaced existing land development regulations for the City of Goldsboro and its extraterritorial jurisdiction.
- Since that time, the UDO has been amended, over the years, to address a number of minor text corrections and major changes as directed by the Council.
- Currently, a number of proposed changes for consideration are “Minor Text Amendments” to a Section within the UDO under Article 5.0 Zoning as follows:
- **Section 5.11 Demolition by Neglect**
- Proposed changes are to consider changing the name of the program to Order to Repair and update program standards.
- DISCUSSION:** A Notice of Public Hearing listing all the Sections of the UDO under consideration for amendment was advertised for two consecutive weeks in the newspaper and posted on the City’s website for review.
- Minor changes, which are included for possible amendment include:
1. Amending Section 5.11 Demolition by Neglect by renaming to Order to Repair;
 2. Amending Section 5.11.1 Standards by including additional standards;

3. Amending Section 5.11.2 Review Authority by including Planning Director as having the authority to assure compliance of the ordinance;
4. Amending Section 5.11.3 Petition and Action by adding minor language regarding the inspection process for Order to Repair;
5. Amending Section 5.11.4 Safeguards from Undue Economic Hardship by adding minor language regarding the hardship filing process;
6. Amending Section 5.11.5 Committee's Actions on Demolition by Neglect Claims by renaming to Committee's Actions on Order to Repair Claims and adding minor language regarding the Committee's process to making a finding of undue or no undue economic hardship; and
7. Addition of Section 5.11.8 Penalties and Remedies by adding language that indicate enforcement options by the City.

RECOMMENDATION:

No action necessary. The Planning Commission will have a recommendation for the Council's meeting on July 15, 2019.

Date: 06/10/19


Planning Director

Date: 6/25/19


City Manager

**NOTICE OF PUBLIC HEARING
BEFORE THE CITY COUNCIL AND THE PLANNING COMMISSION
OF THE CITY OF GOLDSBORO, NORTH CAROLINA
TO CONSIDER CHANGES AND AMENDMENTS TO
THE UNIFIED DEVELOPMENT ORDINANCE
OF THE CITY OF GOLDSBORO CODE OF ORDINANCES**

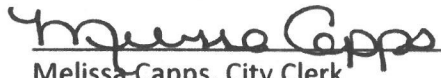
Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro on **Monday, June 17, 2019**, at 7:00 p. m., in the Council Chambers, City Hall, 214 North Center Street, Goldsboro, North Carolina, to consider certain changes and amendments to the Unified Development Ordinance of the Goldsboro Code of Ordinances.

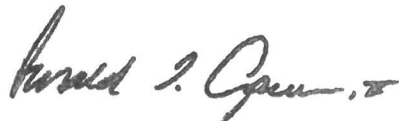
The following Sections of the Unified Development Ordinance under consideration for amendment are as follows:

Article 5.11 – Demolition by Neglect – Updated standards

The full text amendment may be reviewed in the Office of Planning and Community Development located at 200 North Center Street, Goldsboro, North Carolina, between the hours of 8:00 a. m. and 5:00 p. m., Monday through Friday.

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


Melissa Capps, City Clerk


Ronald T. Lawrence, City Attorney

PUBLISH: May 30, 2019
 June 6, 2019

1. STANDARDS

The exterior features of any building or structure located within the corporate limits of the City of Goldsboro shall be preserved by the owner and/or parties in interest against decay, deterioration and structural defects. The owner and/or parties in interest shall upon written request of the City repair such exterior features if they are found to be deteriorating, or if their condition is contributing to deterioration, including but not limited to, any of the following defects:

- a. Deterioration of exterior walls, foundations, flooring, parapet walls, roofs, beams, chimneys and either horizontal or vertical load bearing supports that causes leaning, sagging, splitting, listing or buckling;
- b. Ineffective waterproofing of exterior walls, roofs and foundations, including broken windows/doors, failed paint, leaking roofing, decayed brickwork or failed siding materials;
- c. Rotting, holes and other forms of decay;
- d. Damages caused by fire or other calamity;
- e. Deterioration of exterior stairs, porches, handrails, window/door frames, cornices, entablatures, wall facings or other architectural details that causes delaminating, instability, loss of shape or crumbling;
- f. Deterioration of fences, gates, garden walls or accessory structures;
- g. Deterioration of any exterior feature that creates or permits a hazardous or unsafe condition to life, health or other property.
- h. Boarded up windows and street barricades are allowed in the ~~downtown redevelopment district~~ **Central Business District and Historic District** only as follows:
 1. Emergency approvals granted by the Chief Building Inspector for unsecured buildings not exceeding 30 days.
 2. Projects that have a valid building permit and are making substantial progress towards removing the boarded up windows and permanently securing the building.
 3. Windows or boarded up doors shall obtain building permits within 30 days to secure and repair the structure. The Hardship Review Committee may extend this deadline if a hardship is demonstrated. Any extensions beyond 30 days issued by the Hardship Review Committee shall require the boarded up windows or doors to be painted a similar color to the remaining exterior façade.
 4. Windows and doors may be boarded up to secure any building damaged by a hurricane or other calamity. Repairs to remedy the structure shall commence within 30 days of the building receiving damage or as other wise specified by this ordinance.
- i. **Deterioration of flooring or floor supports, roofs, or other horizontal members that causes leaning, sagging, splitting, listing, or buckling.**
- j. **Deterioration of external chimneys that causes leaning, sagging, splitting, listing, or buckling.**
- k. **Deterioration of crumbling of exterior plasters or mortars.**

- l. Defective protection or lack of weather protection for exterior wall and roof coverings, including lack of paint, or weathering due to lack of paint or other protective covering.
- m. Heaving, subsidence, or cracking of sidewalks, steps or pathways.
- n. Deterioration that has a detrimental effect upon the special character of a district as a whole or the unique attributes and character of the district.

2. **REVIEW AUTHORITY**

Authority to assure compliance with the standards set forth above is vested with the **Planning Director and the** Chief Building Inspector or his/her designee.

3. **PETITION AND ACTION**

Property owners or other concerned parties, **which may include but not be limited to a City employee**, may file a petition listing the specific defects with the **Planning Director or** Chief Building Inspector no earlier than six months after the adoption of this ordinance. **The petition shall** requesting that **he the Director or Inspector** act to require the correction of the deterioration or the making of repairs. The **Director or Chief Building** Inspector will use the six-month timeframe to systematically inspect these **downtown districts buildings and/or structures within the corporate limits of the City of Goldsboro** and contact property owners to notify them of any violations. Correction or repairs will be required under the following procedures:

- 1. Whenever a petition is filed with the **Planning Director or** Chief Building Inspector that a building or structure is undergoing demolition by neglect, the **Director, Inspector, or a designated agent** shall, if his **or her** preliminary investigation discovers a basis for such charges, within fifteen days issue and cause to be served upon the owner and/or **such other person who may have legal possession, custody, and control thereof, as the same be determined by reasonable diligence parties in interest** a complaint stating:
 - o The charges **in that respect** and containing a notice that a hearing will be held before the **Planning Director or** Chief Building Inspector in City Hall, not less than ten nor more than thirty days after the serving of such complaint;
 - o That the owner and/or parties of interest shall be given a right to answer and give testimony;
 - o That the Hardship Review Committee, as defined in this Ordinance, shall also be given notice of the hearing; and
 - o That the rules of evidence prevailing in courts of law or equity shall not be controlling in hearing before the **Director or** Inspector.
- 2. The purpose of the hearing is to receive evidence concerning the charge of deterioration and **to ascertain whether the owner and/or other parties in interest wishes to petition the Hardship Review Committee for a demolition by neglect and to consider any claim of undue economic hardship made by the owner and/or other parties of interest.**
- 3. Within 15 days after such notice and hearing, the **Planning Director or** Chief Building Inspector determines that the building or structure is undergoing demolition by neglect **because it is deteriorating, or if its condition is contributing to deterioration**, according to the standards listed in this Section, the **Director or** Inspector shall state in writing the findings of fact in support of such determination and shall issue and cause to be

- served upon the owner and/or parties in interest an order to repair within the time specified, those elements of the building or structure that are deteriorating, contributing to deterioration or deteriorated.
4. Complaints or orders issued by the **Planning Director or** Chief Building Inspector shall be served upon persons either personally, or by registered or certified mail. If after using reasonable diligence the whereabouts of such persons remains unknown or they have refused to accept service by certified or registered mail, the **Director or Chief Building** Inspector shall make an affidavit to that effect, **stating the steps taken to determine and locate the persons in interest**, then the **serving of such Chief Building Inspector shall serve the** complaint or order **may be made** by publishing the same once each week for two consecutive weeks in a newspaper generally circulated **within** the City. Where such service is by publication, a notice of pending proceedings shall be posted in a conspicuous place on the premises thereby affected.
 5. Failure on the part of any owner and/or parties of interest to receive or have served upon him any complaint, notice or order herein provided for, shall not affect or invalidate the proceedings with respect to any other owner or parties in interest or any other person.
 6. In the event that the owner and/or other parties in interest wish to petition for a claim of undue economic hardship, the **Planning Director or** Chief Building Inspector's order shall be stayed until after the Hardship Review Committee's determination of such economic hardship. All claims of undue economic hardship shall be made within 15 days of the issuance of the order to repair the **building or** structure.

4. **SAFEGUARDS FROM UNDUE ECONOMIC HARDSHIP**

- a. When a claim of undue economic ~~or other~~ hardship is made, the **Planning Director or** Chief Building Inspector shall notify the Hardship Review Committee, which consists of the **Planning Community Development** Director, Finance Director and City Engineer, within three days following the hearing on the complaint. The Committee shall schedule a hearing on the claim within 15 days of receiving notice that a hearing is requested. **The petitioner shall present the information provided under subsection (b) to the Committee. The Committee may require that the owner and/or parties in interest furnish such additional information that is relevant to its determination of undue economic hardship. The Committee may direct its staff to furnish additional information as the Committee believes is relevant. The Committee shall also state which form of financial proof it deems relevant and necessary to a particular case. In the event that any of the required information is not reasonably available to the owner and/or parties in interest and cannot be obtained by the owner, the owner shall describe the reasons why such information cannot be obtained. Enforcement proceedings shall be stayed until the Committee makes a decision.**
- b. When a claim of undue economic hardship is made ~~owing~~ **due** to the effects of demolition by neglect, the burden of proof shall be upon the owner and/or parties in interest to provide evidence during the hearing upon the claim, describing the circumstances of the hardship. **The minimum evidence which shall include for all property:**
 1. Nature of ownership (individual, business or nonprofit) or legal possession, custody, control, residency and a description of the building or structure;

2. Financial resources of the owner and/or parties of interest;
3. Cost of repairs;
4. Assessed value of the land and improvements;
5. Real estate taxes for the previous two years;
6. Amount paid for the property, date of purchase and party from whom purchased, including a description of the relationship between the owner and the person from whom the property was purchased or other means of acquisition of title, such as by gift or inheritance.
7. Annual debt service, if any for previous two years; and
8. Any listing of the property for sale or rent, price asked and offers received, if any.
9. Proof of application status, **if any**, for historic tax credits as filed with the State of North Carolina.
10. ~~If the property is~~ For income-producing **property additional evidence is required as follows:**
 - o Annual gross income from the property for last two years;
 - o Itemized operating and maintenance expenses for the previous two years, including proof that adequate and competent management procedures were followed;
 - o Annual cash flow, if any, for the previous two years.

5. **COMMITTEE'S ACTIONS ON ~~DEMOLITION BY NEGLECT~~ ORDER TO REPAIR CLAIMS**

Within fifteen days of the Committee's hearing on the claim, the Committee shall make a finding of undue or no undue economic hardship and shall enter the reasons for such finding into the record. In the event of a finding of no undue economic hardship, the Committee shall report such a finding to the **Planning Director or** Chief Building Inspector and the **Director or** ~~Chief Building~~ Inspector shall issue an order for such property to be repaired within the time specified.

In the event of a finding of **undue** economic hardship, the finding ~~shall~~ **may** be accompanied by a **recommended plan recommendation** to relieve the economic hardship. This plan may include, but is not limited to, **property tax relief as may be allowed under North Carolina law**, loans or grants from the City or other public, private or non profit sources, acquisition by purchase **or eminent domain, building code modifications**, changes in applicable zoning regulations or relaxation of the provisions of this Section sufficient to mitigate the **undue** economic hardship. The Committee shall report the finding and plan to the **Planning Director or** Chief Building Inspector. The **Director or** ~~Chief Building~~ Inspector shall issue an order for such property to be repaired within a specified time and according to the provisions of the recommended plan. The Hardship Review Committee may extend the deadline specified by the **Director or** ~~Chief Building~~ Inspector if substantial progress to remedy the situation is demonstrated.

6. **APPEALS**

Findings ~~made by~~ **of** the **Planning Director**, Chief Building Inspector or Hardship Review Committee may be appealed to the Board of Adjustment in accordance with the procedures found in Section 32.326 of the **City of Goldsboro City Code of Ordinances**. The aggrieved party must file the application for an appeal within ten

days following the receipt of the order for repair of the property or the determination. All appeals shall be in the nature of certiorari.

7. **OTHER CITY POWERS**

Nothing contained within this Section shall diminish the City's power to declare a building unsafe or in violation of the minimum housing ordinance.

8. **PENALTIES AND REMEDIES**

Enforcement of this Section may be by any one (1) or more of the following methods, and the institution of any action under any of these methods shall not relieve any party from any other civil or criminal proceeding prescribed for violations and prohibitions.

a. **Equitable Remedy**

The City may apply for any appropriate equitable remedy to enforce the provisions of this Section.

b. **Order of Abatement**

The City may apply for and the court may enter an order of abatement. An order of abatement may direct that improvements or repairs be made, or that any other action be taken that is necessary to bring the property into compliance with this Section. Whenever the party is cited for contempt by the court and the City executed the order of abatement, the City shall have a lien, in the nature of a mechanic's and materialman's, on the property for the cost of executing the order of abatement.

c. **Civil Penalty**

No civil penalty shall be levied unless and until the Planning Department or Inspections Department shall deliver a written notice by personal service or by registered mail or by certified mail, return receipt requested, to the person responsible for each violation indicating the nature of the violation and ordering corrective action. The notice shall also set forth the time period when corrective measure must be completed. The notice shall state that failure to correct the violation within the specified time period will result in the assessment of civil penalties and other enforcement action. If after the allotted time period has expired and after the hearing of an appeal, if any by the Board of Adjustment, corrective action has not been completed, a civil penalty shall be assessed in the amount of one hundred dollars (\$100.00) per day of continuing violation.

d. Any penalty, fines or fees may be waived or reduced at the discretion of the Planning Director IF the property owner or other responsible party for the repairs thereof have substantially [herein "substantially" or "substantial" as to repairs means that seventy-five percent (75%) or more of the repairs that were previously ordered to be made have been so made] been accomplished.

e. If penalties, fines and/or fees total Three Thousand Dollars (\$3,000.00) or more AND the property has not been substantially improved/repaired pursuant to the order, then at the discretion of the Planning Director any other legal remedies available to the City of Goldsboro may be implemented/pursued; including but not limited to those contained in N.C.G.S. §160A-439.1.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
June 17, 2019 COUNCIL MEETING

SUBJECT: **PUBLIC HEARING**
Street Closing – Titleist Drive

BACKGROUND: On April 11, 2019, Lane Farms, LLC. requested staff to close a portion of Titleist Drive based on NCDOT realignment of Salem Church Road and US 70 Bypass that is located within the City Limits.

The referenced street section has been identified on the attached map indicating the length and right-of-way width.

DISCUSSION: The petitioned street closing has been forwarded to the Fire, Police, Engineering and Public Works Departments for their review. No objections to any of the closings have been submitted.

The Engineering Department has indicated that a utility easement should be retained over this section of Titleist Drive for an existing 6-inch water line if the right-of-way is closed.

If the street section is closed, ownership of the right-of-way would return to the property owner.

The Council, on May 6, 2019, adopted a Resolution of Intent setting the public hearing and that Resolution was advertised for four weeks in the newspaper. Adjacent property owners were notified of the public hearing by certified mail and the street section was posted with notice of the public hearing.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on July 15, 2019.

Date: 06/10/16



Planning Director

Date: 6/25/19



City Manager

**STREET SECTION CLOSING
TITLEIST DRIVE
(.05 MI FROM SALEM CHURCH RD)**



CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Public Hearing – FY19-20 Draft Annual Action Plan

To allow the citizens of the City of Goldsboro the opportunity to discuss and express their comments regarding housing and non-housing needs that exist in the Goldsboro community as they relate to the 2019-2020 Draft Annual Action Plan for the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs.

BACKGROUND: It is statutorily required by United States Department of Housing and Urban Development (HUD) for all Grantees receiving annual allocations of CDBG and HOME to submit an Annual Action Plan by August 16, 2019, regardless of delays in the federal budget. The FY19-20 federal appropriations process was fully executed on April 15, 2019 and the City was notified of final allocations on May 3, 2019.

DISCUSSION: A thirty-(30) day comment period began on May 17, 2019 and will end on June 17, 2019. A public hearing must be held during this public comment period. Comments received at this public hearing and the public meeting scheduled for June 14, 2019 will be incorporated as part of the final 2019-2020 Annual Action Plan. An advertisement was published in the Goldsboro News Argus on May 6, 2019, relative to the holding of a May 31, 2019 public meeting, the scheduling of a June 17, 2019 public hearing, and the thirty-day comment period review. A second advertisement was published on June 4, 2019 relative to rescheduling the May 31, 2019 public meeting to June 14, 2019 and the scheduling of a June 17, 2019 public hearing.

The final 2019-2020 Annual Action Plan will identify activities to be funded with the City's FY19-20 CDBG and HOME funding allocations. Primarily, the objectives of the CDBG and HOME program are to develop viable urban communities by providing decent housing, suitable living environment, and expanding economic opportunities, mainly for persons of low-to-moderate income.

The City anticipates FY19-20 allocations to include \$328,479 in CDBG and \$214,732 in HOME funds. Additionally, the City will have available approximately \$34,363 in prior year CDBG funds and \$324,726 in prior year HOME funds (prior year balances as of May 1, 2019).

Due to the restrictive use of funds placed on the HOME program to focus on projects and/or activities designed exclusively to create affordable housing for low-income households, the City has historically each year carried over a substantial amount of prior years' HOME funds when it has not undertaken large development projects.

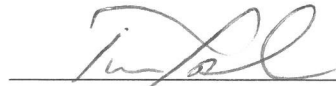
The 2019-2020 Annual Action Plan is the 5th and final year of implementing the Five-Year Consolidated Plan for 2015-2020. A summary of the 2019-2020 drafted Annual Action Plan proposed activities and use of funds is included.

RECOMMENDATION: No action necessary. The Community Relations Department will have a final recommendation of the 2019-2020 Annual Action Plan for the Council's meeting on July 15, 2019.

Date: 6-12-19


Community Relations Director

Date: 6-25-19


City Manager

SSC

Summary of the City of Goldsboro 2019-2020 Annual Action Plan – Draft

EXECUTIVE SUMMARY (91.220 (b))

The City of Goldsboro is an Entitlement City according to the U.S. Department of Housing and Urban Development (HUD) criteria. Accordingly, the City receives annual allocations of funds for housing and community development projects under the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs. As an Entitlement City and as a prerequisite to receive funding, the City of Goldsboro is required to conduct a comprehensive assessment of its housing and community needs and to present a Five-Year Consolidated Plan in a detailed format prescribed by HUD. A yearly Action Plan is required for each of the five years of the City's Consolidated Plan. This is the fifth and final year of the City's Five-year Consolidated Plan (2015-2020), which covers July 1, 2019 through June 30, 2020.

The City of Goldsboro Annual Action Plan serves two purposes. First, the Action Plan is a plan outlining the local strategy to address needs in the areas of community development, economic development, housing, and homelessness to name a few. Second, the Action Plan serves as the grant application for projects funded under the following formula based programs: Community Development Block Grant Program (CDBG) and HOME Investment Partnership (HOME) Program. Several other federal programs require that funding applications be consistent with an approved consolidated plan. As previously stated, the Action Plan is a requirement of U.S. Department of Housing and Urban Development (HUD) designed to encourage more coordination of economic and community development activities at the local level, to promote citizen participation, and to simplify the process for obtaining federal funds under HUD programs.

The Annual Action Plan identifies key priorities and goals that would significantly improve low-to-moderate-income citizens of Goldsboro quality of life through vital housing and community development programs. The Annual Action Plan is derived from the methodologies established in the Five-Year Consolidated Plan and it is formulated in a collaborative manner with the assistance of management staff within the Community Relations Department. In addition, the Annual Action Plan is integrated with contributions from individuals, community groups, public forums, and inter-governmental/departmental discussions during the planning process for the 2019-2020 Annual Action Plan. Staff regularly attended community group and association meetings in the City limits throughout the year, which created partnerships, maintained meaningful and productive relationships in the community, and enhanced the Department's ability to develop responsive and relevant programs. The top priorities and goals determined in the 2019-2020 Action Plan include the following:

- ✓ Rehabilitation of owner-occupied single family units
- ✓ Acquisition, demolition, and clearance of dilapidated housing units
- ✓ Improving and/or preserving communities in danger of slum and blight conditions
- ✓ Construction of affordable housing through CHDO Activities
- ✓ Providing homebuyer assistance for first-time homebuyers
- ✓ Support projects or programs by non-profit organizations or for-profit corporations that benefit low-to-moderate-income (LMI) residents of the City
- ✓ Identification of infrastructure improvements (i.e., sewer, sidewalk, water line, etc.)
- ✓ Eliminating hazardous materials in dwellings assisted with federal funds

RESOURCES (91.220 (c) (1) and (c) (2))

The Annual Action Plan describes the City's plan for the expenditure of federal dollars for the coming fiscal year to carry out the goals and objectives prioritized in the City's Annual Action Plan for 2019-2020. It outlines activities of two (2) major formula grants: Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program. The City anticipates FY 2019-2020 allocations to be **\$328,479** in CDBG funds and **\$214,732** in HOME funds. Additionally, the City will have available approximately **\$34,363** in prior year CDBG funds and **\$324,726** in prior year HOME funds (prior year balances as of May 1, 2019). The City will be requesting a 100% HOME Match Reduction for FY19-20. Therefore, the City may not be required to provide local matching funds for FY19-20 HOME allocation. At least **70%** of all CDBG funds spent will meet the LMI benefit test within a three-year period.

ANNUAL OBJECTIVES/ACTIVITIES (91.220 (c) (3))

ACTIVITY	CDBG	HOME	OTHER FUNDS	PROGRAM INCOME		PRIOR YEAR FUNDS (As of 5-1-19)		TOTAL RESOURCES
				CDBG	HOME	CDBG	HOME	
Housing Rehabilitation				3,120				3,120
Hazardous Material (Testing and Monitoring)								0
Homebuyer Assistance		30,000						30,000
Public Facilities & Improvements	239,148					10,852		250,000
Public Services	23,635							23,635
Demolition and Clearance								0
Transitional Housing								0
CHDO Activity		163,259			4,048		324,726	492,033
Economic Development						23,511		23,511
Program Administration	65,696	21,473						87,169
Local Home Match	The City anticipates receiving a HOME Match Reduction Waiver of 100% (\$26,842)							0
Urgent Repair Program			100,000					100,000
ESFRLP-Disaster Recovery			130,000					130,000
Total Allocations	\$328,479	\$214,732	\$230,000	\$3,120	\$4,048	\$34,363	\$324,726	\$1,139,468

Activity Line Item Explanation:

1. **Housing Rehabilitation** has been allocated \$3,120 of CDBG Program Income funds to support the \$100,000 from the Urgent Repair Program to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modification and other repairs necessary to prevent displacement.
2. **Homebuyer Assistance** has been allocated \$30,000 of FY19-20 HOME funds to provide direct-subsidy assistance to low -mod income individuals and families to become homebuyers and increase the supply of affordable housing. Staff recommends increasing this amount

from \$30,000 to \$90,000 to provide at least three eligible low -mod income individuals or families with the pre-disaster fair market value, less any duplication of benefits, as down payment assistance to purchase replacement housing. This gap financing will be provided to households purchasing a more expensive home in Goldsboro, up to the amount by which the new home price exceeds the buy-out purchase amount not to exceed \$25,000. The proposed increase of \$60,000 would be redirected from CHDO funds.

3. **Public Facilities & Improvements** has been allocated \$239,148 of FY19-20 CDBG and \$10,852 of Prior Year CDBG funds to be utilized towards the debt service of the WA Foster Center (\$150,000) and (\$100,000) to address storm drainage issues within a low-to-moderate income census tract area. However, staff proposes decreasing the \$239,148 of FY19-20 CDBG to \$229,148 to redirect \$10,000 to Public Services. This will allow for \$150,000 for debt services of the WA Foster Center and \$90,000 to address storm drainage issues within a low-to-moderate income census tract area.
4. **Public Services** has been allocated \$23,635 of FY19-20 CDBG funds to strengthen communities by addressing the needs of specific populations by funding projects or programs by non-profit organizations or for-profit corporations that meet CDBG program national objectives as identified by HUD and benefit low and moderate-income (LMI) residents of the City. As previously stated, staff proposes \$10,000 from Public Facilities & Improvements be reallocated to Public Services to increase allocated funds from FY19-20 to be \$33,635 for agency funding.

Agencies to be Funded:

- Wayne Action Teams for Community Health (WATCH) - \$10,000
The WATCH Program mobile unit provides free or reduce cost health services to uninsured individuals and families.
- Wayne Initiative for School Health (WISH) - \$10,000
The WISH Program provides non-profit school-based centers within schools located in low-mod areas that provide affordable, accessible physical and mental health services to adolescents from low-to-moderate income households. The following low-mod area schools are Carver Heights Elementary and Dillard Middle Census Tract 15; Block Group 2, School Street Elementary Census Tract 20; Block Group 1, Wayne Middle/High Academy (program main site) Census Tract 18; Block Group 2.
- Mephibosheth Project Inc. - The Mission Is Possible (MPI) - \$5,000
Re-entry Program to direct resources towards returning citizens of Goldsboro in an effort to reduce the ever-growing rate of recidivism by providing a strong and stable support system that will help to redirect returning citizens toward a path of purpose, productivity, and reduce crime.
- HGDC Community Crisis Center - \$2,000
Homelessness Program providing community-based intervention to address the needs of homeless individuals and families with emergency and supportive housing.
- School Street Early Learning Center - \$6,635
Kindergarten Bootcamp Program is aimed to helping children from low-to-moderate income households with school readiness during summer transition period through early learning opportunities for kindergarten.

5. **Community Housing Development Organizations (CHDO)** has been allocated \$163,259 of FY19-20 HOME, \$4,048 of HOME Program Income, and \$324,726 of HOME Prior Years funds to projects that are owned, developed, or sponsored by a nonprofit that qualifies as a CHDO as defined at 24 CFR §92.2. Types of development activities - projects that involved acquisition, rehabilitation, and/or new construction of housing for sale or rent to low-income families.

As previously stated, \$60,000 is proposed to be reallocated to Homebuyer Assistance for at least three eligible low -mod income individuals or families with the pre-disaster fair market value, less any duplication of benefits, as down payment assistance to purchase replacement housing. This would change the allocated amount for CHDO to \$103,259 of FY19-20 HOME, \$4,048 of HOME Program Income, and \$324,726 of HOME Prior Years funds.

6. **Economic Development** has been allocated \$23,511 of CDBG Prior Year funds to support the City of Goldsboro Summer Youth Employment Initiative Program during the summer of 2019. As part of the SYEI program, youth employees will work for six weeks within one of two designated track sessions for sixteen (16) hours per week. They will also participate in soft skills trainings and excursions for four hours per week on Wednesdays. Training will be provided by Wayne Community College to enhance youth employees' workforce readiness and financial literacy skills. Excursions will include Meet & Greet, Industry & Business Tour facilitated by Wayne County Development Alliance, and a Day Visit to Beaufort. The City has allocated \$22,764 from General Funds to assist with the funding of the program this summer.
7. **Program Administration** has been allocated funds of \$65,696 of FY19-20 CDBG (20% HUD cap) and \$21,473 of HOME FY19-20 (10% HUD cap) to be utilized for administrative costs that are necessary for program planning and management of the CDBG and HOME programs/activities.
8. **Urgent Repair Program** has been allocated \$100,000 awarded by the North Carolina Housing Finance Agency (NCHFA) under the 2019 cycle of the Urgent Repair Program (URP19). This program provides funds to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modification and other repairs necessary to prevent displacement of very-low and low-income homeowners with special needs such as frail elderly and persons with disabilities. A total of twelve (12) households are projected to be assisted under the program. The funds were sponsored by the NCHFA, with funds provided by the North Carolina Housing Trust Fund.
9. **Essential Single-Family Rehab Loan Pool Disaster Recovery (ESFRLP)** has been allocated \$130,000 awarded by Membership through the North Carolina Housing Finance Agency ("NCHFA") under the Essential Single-Family Rehabilitation Loan Pool -Disaster Recovery ("ESFRLP-DR"). This program provides Members with funds via a "loan pool" to assist with the rehabilitation of owner-occupied homes damaged by Hurricane Matthew, Tropical Storms Julia and Hermine. The funds provided by NCHFA come from the North Carolina Housing Trust Fund.

The City of Goldsboro was approved to assist with thirteen (13) homes impacted by Hurricane Matthew. The initial set-aside was \$150,000 for at least three houses (up to \$40,000 per house for repairs and \$10,000 per home for City admin. cost) for which we have received. The City will be funded an additional \$150,000 with each request of three (3) homes to NCHFA when the submission of reimbursement is completed. The additional \$130,000 (\$10,000 x 13 approved homes) will be used to improve low-to-moderate income households' quality of life through vital housing and community development activities (direct and indirect costs).

Recommended Changes to Proposed Budget (Published May 6, 2019)

ACTIVITY	CDBG	HOME	OTHER FUNDS	PROGRAM INCOME		PRIOR YEAR FUNDS (As of 5-1-19)		TOTAL RESOURCES
				CDBG	HOME	CDBG	HOME	
Housing Rehabilitation				3,120				3,120
Hazardous Material (Testing and Monitoring)								0
Homebuyer Assistance		90,000						90,000
Public Facilities & Improvements	229,148					10,852		240,000
Public Services	33,635							33,635
Demolition and Clearance								0
Transitional Housing								0
CHDO Activity		103,259			4,048		324,726	432,033
Economic Development						23,511		23,511
Program Administration	65,696	21,473						87,169
Local Home Match	The City anticipates receiving a HOME Match Reduction Waiver of 100% (\$26,842)							0
Urgent Repair Program			100,000					100,000
ESFRLP-Disaster Recovery			130,000					130,000
Total Allocations	\$328,479	\$214,732	\$230,000	\$3,120	\$4,048	\$34,363	\$324,726	\$1,139,468

CITIZEN PARTICIPATION (91.200 and 91.220 (b))

The City of Goldsboro Community Relations Department wishes to meet with interested citizens, agencies, groups and organizations who wish to discuss and express their concerns and ideas with regards to housing and non-housing needs of Goldsboro's low and moderate-income persons and families. An advertisement was published in the Goldsboro News Argus on May 6, 2019, relative to the holding of a May 31, 2019 public meeting, the scheduling of a June 17, 2019 public hearing, and the thirty-day comment period review. A second advertisement was published on June 4, 2019 relative to rescheduling the May 31, 2019 public meeting to June 14, 2019 and the scheduling of a June 17, 2019 public hearing.

All comments received at the June 14, 2019 public meeting and the June 17, 2019 public hearing will be incorporated into the final 2019-2020 Annual Action Plan. The City of Goldsboro's draft of the Annual Action Plan will be available for public review and comment from May 17, 2019 through June 17, 2019. Copies can be found at public access sites such as the desk of the City Receptionist and the office of the City Clerk, both at the City Hall Annex, 200 North Center Street; the Community Relations Office at City Hall, 214 North Center Street; the Wayne County Public Library, 1001 East Ash Street; the Goldsboro Housing Authority, 1729 Edgerton Street; and on the City's website at www.goldsboronc.gov.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: FEDERAL PROPERTY FORFEITURE PROGRAM
STATE CONTROLLED SUBSTANCE TAX REMITTANCE

BACKGROUND: The United States Department of Justice administers a program that transfers from the Federal Government property seized by local law enforcement agencies and the State of North Carolina administers a program whereby taxes are levied on unlicensed individuals involved in the arrest of such individuals. The property obtained through the United States Department of Justice has been confiscated during drug raids or other undercover operations and may include personal items such as vehicles or money. The State of North Carolina allocates a share of taxes collected to localities involved in the arrest of individuals and the seizure of their controlled substances.

DISCUSSION: Recently the City of Goldsboro Police Department assisted Federal authorities in concluding several drug operations. Based on Federal guidelines, \$716.31 of forfeited money can be reimbursed to the City for:

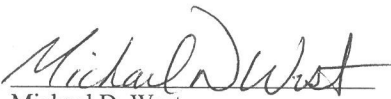
Substance Tax Remittance" funds totaling \$716.31 for:

12/17/18 #45PR0000710386	\$ 270.07
01/14/19 #45PR0000711793	\$ 446.24

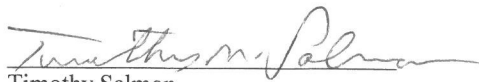
These funds can be used for the purchase of controlled substances, payment of informants, the purchasing of equipment or for the provision of training for sworn officers. All monies must be used for new activities and cannot replace previously appropriated funds.

RECOMMENDATION: It is recommended that the attached ordinance be adopted to reflect an increase in General Fund revenues and an increase in the operating expenditures of the Police Department budget by a total of \$716.31.

Date: 6-10-19


Michael D. West
Chief of Police

Date: 6-25-19


Timothy Salmon
City Manager

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR
THE CITY OF GOLDSBORO FOR 2018-2019 FISCAL YEAR

WHEREAS, the United States Department of Justice administers a program to transfer a portion of the property seized by local law enforcement agencies back to the agency for drug-related programs and the State of North Carolina administers a program whereby taxes are levied on those unlicensed individuals involved in the sale of controlled substances; and

WHEREAS, the City of Goldsboro Police Department recently concluded several drug operations and has made several arrests of such unlicensed individuals; and

WHEREAS, drug related monies were seized by our agency and taxes levied on unlicensed individuals; and

WHEREAS, the City of Goldsboro Police Department will receive \$716.31 in controlled substance tax remittance; and

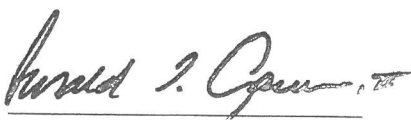
WHEREAS, the City of Goldsboro will use these additional funds for police and drug – related operations.

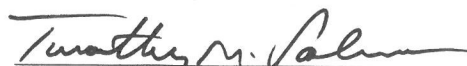
NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that:

1. The Budget Ordinance for the 2018-19 Fiscal Year be and is hereby amended by:
 - a. Increasing the revenue line item in the General Fund entitled “N.C. Controlled Substance Tax Refund” (11-0003-8149) in the amount of \$716.31
 - b. Increasing the expense line item entitled “Drug Forfeiture-State (11-6121-3984) in the Police Department Budget of the General Fund in the amount of \$716.31
2. This Ordinance shall be in full force and effect from and after the 17th day of June, 2019.

Approved as to Form only:

Reviewed By:


City Attorney


City Manager

Item L
Rejected

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019**

SUBJECT: Informal Bid Request No. 2019-005 Rejection of Bid and Award

BACKGROUND: On Tuesday, April 30, 2019 in accordance with the provisions of the N.C. General Statutes, sealed bids were publicly opened for the Stoney Creek Park Greenway Construction project. Two (2) sealed bids were received as follows:

<u>Name of Bidder:</u>	<u>Amount of Bid:</u>
Asphalt Services of Goldsboro, LLC.	Option 1: \$38,600.00
1635 Pikeville Princeton Road	Option 2: \$33,750.00
Pikeville, NC 27863	
 FSC II, dba Fred Smith Company	Option 1: \$60,226.00
701 Corporate Center Drive, Suite 101	Option 2: \$54,238.00
Raleigh, NC 27607	

DISCUSSION: It was found that Asphalt Services of Goldsboro, LLC. did not have their N. C. General Contractor's before the bids were publicly opened on April 30, 2019.

RECOMMENDATION: It is our recommendation that Council, by motion reject the bid of \$38,600 from Asphalt Services of Goldsboro, LLC.

Award the bid to the next bidder FSC II, dba Fred Smith Company in the amount of \$54,238.

Date: _____

Interim Parks and Recreation Director

Date: _____

City Manager

RESOLUTION NO. 2019-

A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO EXECUTE
CONTRACT WITH FSC II, LLC dba FRED SMITH COMPANY FOR GREENWAY
TRAIL CONSTRUCTION IN STONEY CREEK PARK

WHEREAS, the City of Goldsboro was awarded a \$56,000 grant from GoWayneGo; and

WHEREAS, this will help fund the Stoney Creek Park Greenway and Dillard Middle/Mina Weil Park Track projects; and

WHEREAS, the GoWayneGo Grant funding will be \$56,000 with the City of Goldsboro matching \$40,000; and

WHEREAS, the City of Goldsboro requested bids for constructing the greenway trail in Stoney Creek Park; and

WHEREAS, the bid award was rejected from the low bidder due to not have a General Contractor's License; and

WHEREAS, the next low bid was from FSC II, LLC dba Fred Smith Company for \$54,238

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

1. The Mayor and City Clerk is hereby authorized to enter into a contract with FSC II, LLC dba Fred Smith Company in the amount of \$54,238.
2. This resolution shall be in full force and effect from and after the _____ day of _____ 2019.

Approved as to form only:

Reviewed by:

City Attorney

City Manager



IFB2019-005

STONEY CREEK PARK GREENWAY CONSTRUCTION

Bid Opening: April 30, 2019 @ 10:00 AM

	Asphalt Services of Goldsboro, LLC. 1635 Pikeville Princeton Road Pikeville, NC 27863	FSC II, dba Fred Smith Company 701 Corporate Center Drive, Suite 101 Raleigh, NC 27607
OPTION 1	\$38,600.00	\$60,226.00
OPTION 2	\$33,750.00	\$54,238.00

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Amending a Capital Projects Fund Ordinance – Herman Park Center Capital Project (G1102)

BACKGROUND: At the December 17, 2018 meeting, the City Council authorized the award of a design-build contract with T.A. Loving Company for the Herman Park Center for \$735,950. At the same meeting, the Council further adopted a reimbursement resolution and a budget amendment for Phase I costs of \$735,950.

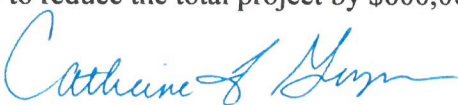
At the March 18, 2019 meeting, City Council authorized the creation of a capital project fund to account for the project costs and debt proceeds as required by law. Included in the proposed borrowed amount of \$11,750,000 was \$600,000 for a portion of the \$1,755,751 match required by the TIGER VIII grant.

DISCUSSION: Now that the City has obligated the funds for the TIGER VIII grant, it is appropriate to remove the amount from the Herman Park Center Capital Project Fund (G1102). The proposed borrowed amount was included in the grant project ordinance for TIGER VIII grant (R1103) on May 20, 2019 ordinance presented. This amendment will reduce the line item “City Match Streetscape Improvements” by \$600,000 and also reduce the revenue line item “Loan Proceeds” by the same amount.

Also, the Board approved the use of General Fund fund balance to appropriate expenditures for Phase I Design. This was included within Parks & Recreation’s budget. In order to more accurately capture the entire cost of the project it is recommended to separate Phase I Design costs of \$735,950 from Phase II Construction Costs.

RECOMMENDATION: It is recommended that the attached Capital Projects Fund Ordinance amendment be approved to reduce the total project by \$600,000.

Date: 6/12/2019


Catherine F. Gwynn, Finance Director

Date: 6/25/19


Timothy M. Salmon, City Manager

AN ORDINANCE AMENDING THE CAPITAL PROJECTS FUND FOR THE
HERMAN PARK RECREATION CENTER AND THE STREETSCAPE
IMPROVEMENTS CITY MATCH PROJECTS (G1102)

WHEREAS, the City Council of the City of Goldsboro authorized the establishment of the Herman Park Recreation Center and the Streetscape Improvements City Match Projects on March 18, 2019 which included a portion of the match for the Streetscape project to be funded with loan proceeds; and

WHEREAS, the City Council authorized the establishment of the FY2016 TIGER Discretionary Grant Capital Project Fund (R1103) on May 20, 2019 after formally receiving and accepting the federal grant award; and

WHEREAS, it is necessary to reduce expenditure appropriations in the Herman Park Center Project for the amount included as a portion of the match for the Streetscape project which has now been accounted for in the new FY2016 TIGER Discretionary Grant Capital project fund and the corresponding loan proceeds revenue amount reduced in kind; and

WHEREAS, it is necessary to allocate costs to Phase I Design, which was included in Phase II Construction to more accurately classify the costs of the project. This will be funded with an reduction of Phase II Construction costs; and

WHEREAS, it is fitting to rename the capital project fund the "Herman Park Recreation Center Capital Project" to reflect the changes made herein.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Herman Park Recreation Center Capital Project Ordinance be amended:

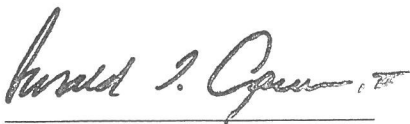
Herman Park Recreation Center Capital Project (G1102)

	<u>Current Budget</u>	<u>Amended Budget</u>	<u>Increase (Decrease)</u>
Revenues:			
Loan Proceeds	\$ 11,750,000.00	\$ 11,150,000.00	\$ (600,000.00)
Total Revenues	<u>\$ 11,750,000.00</u>	<u>\$ 11,150,000.00</u>	<u>\$ (600,000.00)</u>
Expenditures:			
Phase I Design	\$ -	\$ 735,950.00	\$ 735,950.00
Phase II Construction	\$ 11,013,000.00	\$ 10,277,050.00	(735,950.00)
Loan Closing Costs	137,000.00	137,000.00	-
City Match Streetscape Improvements	600,000.00	-	(600,000.00)
Total Expenditures	<u>\$ 11,750,000.00</u>	<u>\$ 11,150,000.00</u>	<u>\$ (600,000.00)</u>

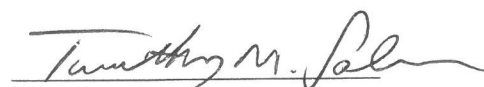
This Ordinance shall be in full force and effect from and after this 17th day of June, 2019.

Approved as to form only:

Reviewed by:



City Attorney



City Manager

Item No. 2

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Establishing a Capital Projects Fund Ordinance – 1919 La France Fire Truck Restoration (G1103)

BACKGROUND: At the April 1, 2019 Council work session, Chief Joseph Dixon detailed the proposal to restore the City's 1919 La France fire truck in honor of its 100th anniversary. His plan was to secure donations and sponsorships to fund 100% of the restoration.

The City has entered into an agreement with the Downtown Goldsboro Development Corporation (DGDC) since they are a 501c(3) organization eligible to accept donations and provide the required tax acknowledgement for donors. Those donations will periodically be remitted to the City.

The City is still currently reviewing the contract with the vendor who will be performing the restoration.

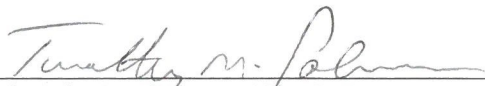
DISCUSSION: General Statute §159-28 requires that all expenditures are budgeted. Since the City is managing the restoration and will be spending the donations on the truck's restoration, the Council will need to appropriate the expenditures to accomplish this task. This undertaking is capital in nature, therefore, it is appropriate to treat this as a capital project. Chief Dixon stated he estimates the renovation to be approximately \$80,000, and will be funded solely with donation revenue.

RECOMMENDATION: It is recommended that the attached Capital Projects Fund Ordinance for the 1919 La France Fire Truck Restoration be approved for \$80,000.

Date: 6/12/2019


Catherine F. Gwynn, Finance Director

Date: 6/25/19


Timothy M. Salmon, City Manager

ORDINANCE NO. 2019-32

AN ORDINANCE ESTABLISHING THE CAPITAL PROJECT FUND FOR THE
1919 LA FRANCE FIRE TRUCK RESTORATION PROJECT (G1103)

WHEREAS, the City of Goldsboro purchased a 1919 La France fire truck in 1920 to provide state-of-the-art fire protection for the citizens of Goldsboro; and

WHEREAS, the 1919 La France celebrates its 100th anniversary in 2019 and as a tribute to its past significance to the City, it is necessary to appropriate expenditures to restore and refurbish the truck so that it may continue to be a functioning piece of City equipment that also gives witness to the City's history of providing outstanding safety and protection and honors all emergency personnel. This will be funded with donations and sponsorship revenue.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the 1919 La France Fire Truck Restoration Project (G1103) is hereby established:

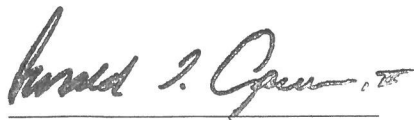
1919 La France Fire Truck Restoration (G1103)

	<u>Current Budget</u>
Revenues:	
Donations & Sponsorship Revenue	\$ 80,000.00
Total Revenues	<u>\$ 80,000.00</u>
Expenditures:	
Restoration of Fire Truck	\$ 80,000.00
Total Expenditures	<u>\$ 80,000.00</u>

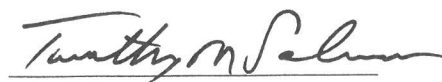
This Ordinance shall be in full force and effect from and after this 17th day of
June, 2019.

Approved as to form only:

Reviewed by:



City Attorney



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Establishing a Capital Projects Fund Ordinance – Parks & Recreation Projects FY19-24 (G1104)

BACKGROUND: The City has received several charitable donations and sponsorships in which the donor/sponsor has requested that the funds be spent on improvements for the Bryan Multi-Sports Complex.

In January 2019, the City received a grant from Southern Bank for \$10,000 for a picnic shelter. Pepsi Bottling Ventures also paid \$20,500 in January as part of the City's agreement to sponsor scoreboards at the complex.

In April 2018, the City entered into a sponsorship agreement with the Bryan Foundation for naming rights to be paid \$50,000 per year for years 1 through 5, and then \$10,000 per year for years 6 through 10. The Foundation has paid years 1 and 2 for a total of \$100,000 of the \$300,000 pledged amount.

DISCUSSION: Since there is not a definitive project scope or established period for completion, it would be feasible to establish this project within the framework of a capital project budget, which would allow the funds to remain intact and discretely presented, and will span the life of the project rather than a single fiscal year.

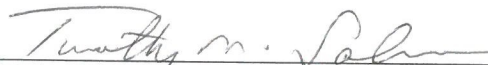
RECOMMENDATION: It is recommended that the attached Capital Projects Fund Ordinance for the Parks & Recreation Projects FY19-24 (G1104) be approved for \$330,500.

Date: 06/12/2019



Catherine F. Gwynn, Finance Director

Date: 6/25/19



Timothy M. Salmon, City Manager

ORDINANCE NO. 2019- 33

AN ORDINANCE ESTABLISHING THE CAPITAL PROJECT FUND FOR
PARKS & RECREATION PROJECTS FY19-24 (G1104)

WHEREAS, there is a need to establish a fund to maintain small projects that will extend beyond a single fiscal year and will be completed within FY2019-FY2024; and

WHEREAS, these projects will be funded with various donations, sponsorships and other funding sources as approved for the scope of work the projects entail; and

WHEREAS, it is necessary to appropriate expenditures related to the improvements to the Bryan Multi-Sports Complex; and

WHEREAS, this will be funded with charitable donations and sponsorships restricted to improvements of the facility; and

WHEREAS, it is necessary to appropriate expenditures related to the improvements to Stoney Creek parkway and Mina Weil track, and this will be funded with revenue from a local grant from GOWayneGo and a transfer from the General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Parks & Recreation Projects FY19-24 (G1104) is hereby established:

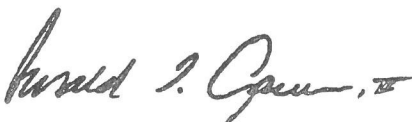
Parks & Recreation Projects FY19-24 (G1104)

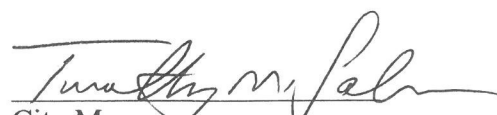
	<u>Current Budget</u>
Revenues:	
Donations & Sponsorships - Bryan Multisports Complex	\$ 330,500.00
Local Grants - GOWayneGo	\$ 56,892.53
Transfer from the General Fund	\$ 40,000.00
Total Revenues	<u>\$ 427,392.53</u>
Expenditures:	
Construction & Improvements - Bryan Multisports Complex	\$ 330,500.00
Construction & Improvements - GOWayneGo Projects	\$ 96,892.53
Total Expenditures	<u>\$ 427,392.53</u>

This Ordinance shall be in full force and effect from and after this 17th day of June, 2019.

Approved as to form only:

Reviewed by:


City Attorney


City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Establishing a Special Revenue Fund Ordinance – Edward Byrne Memorial Justice Assistance Grant (JAG) (P3102)

BACKGROUND: The City of Goldsboro was awarded \$44,985.00 for the 2017 JAG (2017-DJ-BX-0128) and \$48,372.00 for the 2018 JAG (2018-DJ-BX-0075) as a federal grant from the U.S. Department of Justice Office of Justice Programs. There is no local match required for this grant. The City and County equally share the grant since we are considered a disparate jurisdiction with them. The grant allows for the purchase of equipment and technology that will improve the safety and security of its law enforcement officers and citizens. The City of Goldsboro will manage the project by mutual agreement with Wayne County.

DISCUSSION: The 2017 JAG grant has been received and funds expended in the amount of \$44,942.19 leaving an available balance of \$42.81. The award end date is 9/30/2020. For the 2018 JAG grant, we have expended and requested reimbursement of \$23,460.42, and anticipate spending out the grant in FY20. The award end date is 9/20/2021.

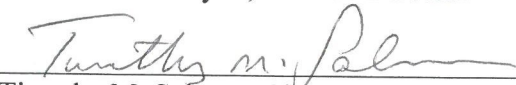
G.S. §159-13.2 allows for the adoption of a grant project that is financed in whole or in part by revenues received from the federal and/or State government for operating or capital purposes as defined by the grant contract. It has been past practice to comply with the terms of the grant agreement by managing the receipts and disbursements through a separate checking account for the JAG program. However, in order to comply with statute concerning encumbrances and maintain good internal controls using the City's enterprise resource planning system, it is advisable to appropriate expenditures within this special revenue fund.

RECOMMENDATION: It is recommended that the attached Special Revenue Fund Ordinance for the Edward Byrne Memorial Justice Assistance Grant (JAG) (P3102) be adopted for \$94,659.64.

Date: 6/12/2019


Catherine F. Gwynn, Finance Director

Date: 6/25/19


Timothy M. Salmon, City Manager

ORDINANCE NO. 2019- 34

AN ORDINANCE ESTABLISHING A SPECIAL REVENUE PROJECT FOR THE
EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) (P3102)

WHEREAS, the City of Goldsboro has been approved for the 2017 and 2018 Edward Byrne Memorial Justice Assistance Grant; and

WHEREAS, it is necessary to appropriate expenditures for the purchase of vehicles and law enforcement equipment to fulfill the terms of the grant agreement; and

WHEREAS, these expenditures will be funded with a federal grant from the U.S. Department of Justice Office of Justice Programs.

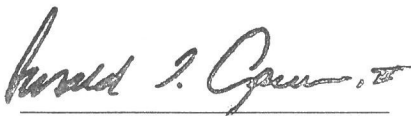
NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following special revenue project budget is hereby adopted:

Edward Byrne Memorial Justice Assistance Grant (P3102)

	<u>Current Budget</u>
Revenues:	
Grant Revenue Federal 2017	\$ 44,985.00
Grant Revenue Federal 2018	48,372.00
Grant Revenue Federal Prior	1,277.64
Interest Income	25.00
Total Revenues	<u>\$ 94,659.64</u>
Expenditures:	
JAG Expenditures 2017	\$ 44,985.00
JAG Expenditures 2017	48,372.00
Transfers to Fund Balance	1,302.64
Total Expenditures	<u>\$ 94,659.64</u>

This Ordinance shall be in full force and effect from and after this 17th day of June, 2019.

Approved as to form only:


City Attorney

Reviewed by:


City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Establishing a Special Revenue Fund Ordinance – Police Other Restricted Revenue Funds (P3104)

BACKGROUND: In order to create more transparency in the collection and disbursement of funds received from special court allocations, storage fees, various fundraisers and other restricted revenue sources for the police department; it is our recommendation to create a special revenue fund to account for the inflows and outflows of resources.

Previously these revenues and expenditures were processed through a liability account on the balance sheet of the General Fund, which has always been the standard practice here at the City, and is used by many similar entities. The proposed special revenue fund will provide a better way to track the use of these funds. The nature of these revenue sources tends to be very sporadic in nature, and not a steady or consistent revenue stream.

DISCUSSION: The Police department has received \$15,688 in donations for National Night Out, Heroes Donation, Walmart community grant, law enforcement calendar and sale of restricted assets through the Law Enforcement Support Office (LESO) program. The City has received the funds noted, and in order to comply with G.S §159-28 that requires all expenditures to be budgeted, it is necessary to appropriate the expenditures for the items purchased in FY2019. This fund will be amended as needed to account for the receipt of revenues and corresponding disbursements.

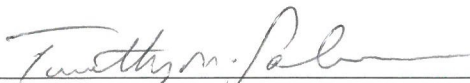
RECOMMENDATION: It is recommended that the attached Special Revenue Fund Ordinance for the Police Other Restricted Revenue Funds (P3104) be adopted for \$15,688.76.

Date: 06/12/2019



Catherine F. Gwynn, Finance Director

Date: 6/25/19



Timothy M. Salmon, City Manager

ORDINANCE NO. 2019- 35

AN ORDINANCE ESTABLISHING THE SPECIAL REVENUE FUND FOR THE
POLICE OTHER RESTRICTED REVENUE FUND (P3104)

WHEREAS, the City of Goldsboro Police Department receives revenues from various restitution and seizure programs, and conducts various fundraisers and receives various donations, bequests and grants to help provide safety for the citizens and community and reduce criminal activity, and

WHEREAS, there is a need to establish a fund to account for the special court allocations, fees, fundraisers, donations, bequests, grant and other miscellaneous monies obtained through these sources to provide more accountability, transparency and a more efficient means to track and manage these funds.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following special revenue project budget is hereby adopted:

Police Other Restricted Revenue Fund (P3104)

	<u>Current Budget</u>
Revenues:	
Donations - National Night Out	\$ 487.84
Donations - Heroes Donation	275.00
Local Grants - Walmart	3,000.00
Fundraising Law Enforcement Calendar Project	4,000.00
Fundraising - K-9 Unit	583.00
Miscellaneous Revenue	2,241.75
Sales of Restricted Surplus-Law Enforcement Support Office (LESO)	5,101.17
Total Revenues	<u>\$ 15,688.76</u>
Expenditures:	
Law Enforcement Supplies	\$ 15,688.76
Total Expenditures	<u>\$ 15,688.76</u>

This Ordinance shall be in full force and effect from and after this 17th day of
June, 2019.

Approved as to form only:


City Attorney

Reviewed by:


City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Establishing a Grant Project Fund Ordinance – Hurricane Florence FEMA 4393DR-NC (R1102)

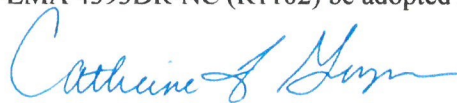
BACKGROUND: Hurricane Florence brought damaging winds, rain and devastating flooding to eastern North Carolina, and as a result, the City of Goldsboro and Wayne County were included in the Presidential disaster declaration on September 14, 2018.

The City incurred costs for emergency protective measures, debris removal and permanent work related to major infrastructure, buildings and facilities owned by the City. As a public entity, the City applied and qualified for the FEMA Public Assistance Program. City staff continues to work with our FEMA project specialist to have our projects submitted and obligated with the Federal and State government. FEMA will reimburse up to 75% of eligible projects and North Carolina will reimburse up to 25%. We currently have 3 of the 9 projects officially obligated in a total amount of \$716,867.28. We have received one disbursement in the amount of \$15,518.80. The City has expended \$1,473,360.44 to date just on materials and contract labor. The current estimate of costs to recover from the damage is approximately \$2,652,484.52. For the projects considered “major” projects, FEMA will reimburse based on actual expenses, so this figure will likely change when all work is finally completed.

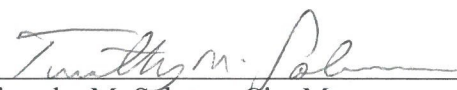
DISCUSSION: The federal grant requirements that the City accepted with the Public Assistance Program call for the City to establish a means of tracking the expenditures so that when the external auditors conduct the Single Audit portion of the annual audit, they can verify compliance with the various Federal and State grant guidelines in the compliance supplements. The purpose of this project qualifies as a grant project under G.S. § 159-13.2 and staff requests that the Board appropriate expenditures for the initial estimated costs of \$2,652,484.52. This will be funded with a combination of Federal grant revenue, insurance proceeds and transfers from the General Fund and Utility Fund. When FEMA formally obligates funding for the remaining projects, staff will return to Council with an amendment to update the budgeted revenues and expenditures.

RECOMMENDATION: It is recommended that the attached Grant Project Ordinance for the Hurricane Florence FEMA 4393DR-NC (R1102) be adopted for \$2,652,484.52.

Date: 06/12/2019


Catherine F. Gwynn, Finance Director

Date: 6/25/19


Timothy M. Salmon, City Manager

AN ORDINANCE ESTABLISHING THE GRANT PROJECT FUND FOR THE
HURRICANE FLORENCE FEMA 4393DR-NC GRANT PROJECT FUND (R1102)

WHEREAS, Hurricane Florence caused significant damage to City buildings, facilities, and sewer infrastructure owned and maintained by the City; and

WHEREAS, the City of Goldsboro and Wayne County were included in the Presidential Disaster Declaration on September 14, 2018; and

WHEREAS, it is necessary to appropriate funds to pay contractors and vendors that responded during the emergency to effect cleanup and repair infrastructure, buildings and facilities owned and maintained by the City; and

WHEREAS, this will be funded with a combination of federal and state revenue, insurance proceeds and transfers from the General Fund and Utility Fund; and

WHEREAS, staff will continue to diligently pursue reimbursement for these costs from all available resources such as insurance, FEMA and from public assistance offered by the State of North Carolina; and

WHEREAS, as FEMA processes the project requests and obligates the funds for repair, staff will present the Board with budget amendments to reflect those obligations and return transfer appropriations to the originating operating funds.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Hurricane Florence FEMA 4393DR-NC (R1102) be adopted as follows:

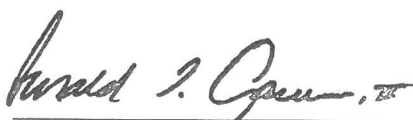
Hurricane Florence FEMA 4393DR-NC (R1102)

	<u>Current Budget</u>
Revenues:	
Federal Grants	\$ 387,718.20
Insurance Proceeds	101,220.99
Transfer from General Fund	447,576.89
Transfer from Utility Fund	1,715,968.44
Total Revenues	<u>\$ 2,652,484.52</u>
Expenditures:	
FEMA Expenditures	\$ 2,652,484.52
Total Expenditures	<u>\$ 2,652,484.52</u>

This Ordinance shall be in full force and effect from and after this 17th day of June, 2019.

Approved as to form only:

Reviewed by:


City Attorney


City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Amending a Grant Project Fund Ordinance – Tiger VIII Grant Project (R1103)

BACKGROUND: Council adopted the grant capital project ordinance on May 20, 2019 for the Transportation Investment Generating Economic Recovery Grant Program (TIGER) award of \$5,000,000. The award supports the following projects:

1. Center Street Streetscape Project
2. Goldsboro-Wayne Transportation Authority Transfer Center Concourse
3. The HUB (Formerly known as Cornerstone Commons)
4. Wayfinding Signage System Fabrication & Installation

The City has committed to match 20%, which is \$1,755,751.

The City last adopted the TIGER V Capital Project Fund in August, 2014 for a \$10,000,000 grant award with a \$4,615,785 local match for a total project of \$14,615,785.

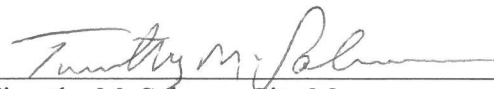
DISCUSSION: The design phase of the project was appropriated in the General Fund and Utility Fund during the FY19 annual budget process. Since we now have an official award, staff is requesting to move the budgetary appropriation to the capital project fund so that we may capture the entire cost of the project within one dedicated project.

RECOMMENDATION: It is recommended that the attached Capital Projects Fund Ordinance for the FY2016 TIGER VIII Grant Project (R1103) be amended in the amount of \$477,376.

Date: 06/12/2019


Catherine F. Gwynn, Finance Director

Date: 6/25/19


Timothy M. Salmon, City Manager

ORDINANCE NO. 2019- **37**

AN ORDINANCE AMENDING THE GRANT PROJECT FUND FOR THE
FY2016 TIGER DISCRETIONARY GRANT CAPITAL PROJECT FUND (R1103)

WHEREAS, the City Council authorized the establishment of the FY2016 TIGER Discretionary Grant Capital Project Fund (R1103) on May 20, 2019 after formally receiving and accepting the federal grant award; and

WHEREAS, the design phase of the project was appropriated in the General Fund and Utility Fund during the FY2019 annual budget process and in order to properly capture the entire cost of the project within one dedicated fund it is necessary to appropriate expenditures for the design cost within the project. This will be funded with revenue from transfers from the General Fund and Utility Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the FY2016 TIGER Discretionary Grant Capital Project Fund (R1103) be amended as follows:

FY2016 TIGER Discretionary Grant Project Fund (R1103)

	<u>Current Budget</u>	<u>Amended Budget</u>	<u>Increase (Decrease)</u>
Revenues:			
Federal Grants-TIGER VIII	\$ 5,000,000.00	\$ 5,000,000.00	\$ -
Loan Proceeds	1,500,000.00	1,500,000.00	-
Transfer from General Fund	275,751.00	514,439.00	238,688.00
Transfer from Utility Fund		238,688.00	238,688.00
Total Revenues	<u>\$ 6,775,751.00</u>	<u>\$ 7,253,127.00</u>	<u>\$ 477,376.00</u>
Expenditures:			
Design (Phase I)	\$ -	\$ 477,376.00	\$ 477,376.00
Construction (Phase II)	6,755,751.00	6,755,751.00	
Loan Closing Costs	20,000.00	20,000.00	-
Total Expenditures	<u>\$ 6,775,751.00</u>	<u>\$ 7,253,127.00</u>	<u>\$ 477,376.00</u>

This Ordinance shall be in full force and effect from and after this 17th day of June, 2019.

Approved as to form only:

Reviewed by:



City Attorney


City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Fiscal Year 2018-19 Budget Amendment

BACKGROUND: General Statute §159-28 requires that all expenditures be appropriated in the budget. Attached is an amendment to the annual budget ordinance to appropriate expenditures so the City's budget remains in statutory compliance. The items below also include expenditures addressing the FY18 audit findings (marked with *). Also included are existing Capital and Grant Project funds found in need of amendment in conjunction with the discovery of the items presented in the operating budget. Staff will ensure that the upcoming budget year will not require as many items for the final meeting of the FY20 fiscal year. The summary below presents the overall fund and department changes and is followed by detailed line item for each department. A summary of fund balance appropriated is also presented for your information.

Department	Total Dept Expend. Incr/(Decr)	Reduction of Funding	Transfers	Outside Revenue	Fund Balance	Total Funding
<u>General Fund</u>						
Mayor & Council	\$ 52,200			\$ 12,400	\$ 39,800	\$ 52,200
City Manager	(218,523)	(319,523)		101,000		(218,523)
Human Resources	6,619	6,619			✓	6,619
Community Relations	16,349	1,549		14,800		16,349
Paramount Theater	252,212	2,212		250,000		252,212
Event Center	693	693			✓	693
Inspections	7,381	7,381			✓	7,381
Downtown Develop.	3,244	3,244			✓	3,244
IT	28,203	9,903		18,300		28,203
Public Works Admin	3,656	3,656			✓	3,656
Garage	23,562	8,762		14,800		23,562
Building Maintenance	7,091	7,091			✓	7,091
Cemetery	3,208	3,208			✓	3,208
Finance	10,697	10,697			✓	10,697
Planning	7,691	7,691			✓	7,691
Streets	7,700	7,700			✓	7,700
Street Utilities	68,000				68,000 ✓	68,000
Solid Waste	90,494	22,494			68,000	90,494
Engineering	12,039	12,039			✓	12,039
Fire	122,277	116,727		1,950	3,600	122,277
Police	230,880	99,380		51,500	80,000	230,880
Special Expense	(409,888)	(45,000)	(720,688)	221,000	134,800	(409,888)
Parks & Recreation	(712,631)	31,019	(815,950)	48,100	24,200	(712,631)
Golf	10,058	2,458		7,600		10,058
Transfers	1,827,038		1,536,638		290,400	1,827,038
Revenues	(4,384)				(4,384)	(4,384)
Total General Fund	\$ 1,445,866	\$ -	\$ -	\$ 741,450	\$ 704,416	\$ 1,445,866

Department	Total Dept Expend. Incr/(Decr)	Reduction of Funding	Transfers	Outside Revenue	Fund Balance	Total Funding
<u>Utility Fund</u>						
Utility Capital Expense	\$ (1,951,379)		\$ (1,951,379)			\$ (1,951,379)
Transfers	1,951,379		1,951,379			1,951,379
Total Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Occupancy Tax Fund</u>						
Civic Center	\$ 109,900		\$ -	\$ 109,900		\$ 109,900
Travel & Tourism	1,250			1,250		1,250
Revenues	-			60,050	(60,050)	-
Total Occupancy Tax Fund	\$ 111,150	\$ -	\$ -	\$ 171,200	\$ (60,050)	\$ 111,150
<u>Police Evidence & Fire Renov. Capital Project</u>						
Construction	\$ 290,400			\$ 290,400		\$ 290,400
Total Police Evidence & Fire Renov. Capital Project	\$ 290,400	\$ -	\$ -	\$ 290,400	\$ -	\$ 290,400
<u>Street Bonds Capital Project Fund</u>						
Construction	\$ 242,822		\$ -	\$ 242,822		\$ 242,822
Total Street Bonds Capital Project Fund	\$ 242,822	\$ -	\$ -	\$ 242,822	\$ -	\$ 242,822
<u>2010A Sewer Bonds Capital Project Fund</u>						
Construction	\$ 17,200		\$ -	\$ 17,200		\$ 17,200
Total 2010A Sewer Bonds Capital Project Fund	\$ 17,200	\$ -	\$ -	\$ 17,200	\$ -	\$ 17,200
<u>Phase IV Sewer Rehab Grant Project Fund</u>						
Loan Closing Costs	\$ 178,114		\$ -	\$ 178,114		\$ 178,114
Total Phase IV Sewer Rehab Grant Project Fund	\$ 178,114	\$ -	\$ -	\$ 178,114	\$ -	\$ 178,114

DISCUSSION:

GENERAL FUND

Mayor & Council

- Increase in Legal Fees expenditures in the amount of \$24,800.00 to be funded with an appropriation of fund balance.
- Increase in Advertising 4th Force Support Squadron Marketing in the amount of \$15,000.00 that was inadvertently omitted in the FY19 budget process and to be funded with an appropriation of fund balance.
- *Create Mayor's Youth Council expenditures \$12,400.00 funded with revenue from prior donations and fundraisers \$10,570.00 and current year gift wrapping fundraiser revenue of \$1,830.00.

City Manager

- *Create Union Station expenditures for NCDOT share of the eligible expenditures for the roof repair to Union Station in the amount of \$101,000.00 and this will be funded with revenue from a state grant from NCDOT.

- Reduce Salary Reserve to allocate to departments (\$328,601.00) as noted below:

General Fund Dept	Budgeted Reserve
Mayor & Council	\$ -
City Manager	9,078
Human Resources	6,619
Community Relations	1,549
Paramount	2,212
Event Center	693
Inspections	7,381
Downtown Development	3,244
Information Technology	9,903
Public Works - Admin.	3,656
Garage	8,762
Building Maintenance	7,091
Cemetery	3,208
Finance	10,697
Planning	7,691
Streets	7,700
Solid Waste	22,494
Engineering	12,039
Fire	71,727
Police	99,380
Rec. & Parks	31,019
Golf Course	2,459
Total	\$ 328,601

Community Relations

- *Increase expenditures for Community Awards & Functions \$14,800.00 and this will be funded with revenue from donations, fundraisers and sponsorships from a) Mayor's Committee for Persons with Disabilities \$6,800.00, b) Human Relations \$100.00, c) Interfaith Breakfast \$700.00, and d) Martin Luther King Commemoration \$7,200.00.

Paramount Theater

- *Create and appropriate expenditures for Vendor Proceeds for Event Ticket Sales \$250,000.00 to be funded with revenue from Paramount Theater Event Ticket Sales.

Information Technology

- *Increase expenditures for Equipment Expense in the amount of \$18,300.00 for repair of broadband fiber damaged in a vehicle accident to be funded with revenue from insurance proceeds.

Garage

- *Increase Outside Repairs \$14,800.00 for vehicle and equipment repairs due to accidents to be funded with revenue from insurance proceeds.

Street Utilities

- Increase in Street lights \$68,000.00 due to cost overrun in the electricity utility expense line item and to be funded with an appropriation of fund balance.

Solid Waste

- Increase in Recycling Fees \$68,000.00 due to unexpected change in the recycling market not budgeted during the FY19 budget cycle and this will be funded with an appropriation of fund balance.

Fire

- Increase in Worker's Compensation Claims in the amount of \$48,600.00 for actual claims received and not anticipated, and to be funded with a decrease in Workman's Comp Reserve in the Special Expense organization in the amount of \$45,000.00 and \$3,600.00 from an appropriation of fund balance.
- Increase in Equipment Expense \$1,950.00 for replacement gas monitor to be funded with revenue from insurance proceeds.

Police

- Increase in Worker's Compensation Claims in the amount of \$80,000.00 for actual claims received and not anticipated, and this will be funded with an appropriation of fund balance.
- *Increase in Fees & Dues for settlement of claim on police software for additional costs of renewing licenses of former software \$51,500.00 to be funded with revenue from settlement of claims (miscellaneous revenue).

Special Expense

- Decrease in Storm Damage Cleanup (\$482,000.00) transferred to Special Revenue fund for Hurricane Florence FEMA (R1102).
- Decrease in Streetscape Project (\$238,688.00) transferred to Grant Project fund TIGER VIII (R1103).
- *Increase Lease Purchase Payment (debt) \$193,000.00 for payoff of police software with Santander Leasing to be funded with revenue from settlement of claims (miscellaneous revenue).
- *Increase Wayne County Schools PEG expenditures in the amount of \$28,000.00 for services operating the Public, Educational or Governmental access channels to be funded by revenue from the State of North Carolina.
- *Increase Multi Sports Complex expenditures \$134,800 for sod and paving to be funded with an appropriation of fund balance since the debt proceeds were recognized in a prior fiscal year.
- Decrease Workman's Comp Reserve (\$45,000.00) to be distributed to the Fire Department for Workman's Comp Claims expenditures.

Parks & Recreation

- Decrease Consultant Fees (\$735,950.00) for T.A. Loving Phase I Design Herman Park Recreation Center transferred to Capital Project fund Herman Park Recreation Center (G1102).
- Decrease GoWayneGo Projects (\$80,000.00) and transferred to Parks & Recreation Capital Projects Fund FY19-FY24 (G1104). **Please note change to agenda item for this Capital Project previously submitted.**
- *Create and appropriate Poultry Fest/Beak Week Festival expenditures for \$25,900.00 to be funded with revenue from donations and sponsorships.
- *Create and appropriate Special Populations Programs expenditures of \$9,400.00 to be funded with revenue from donations and sponsorships.
- *Create and appropriate Challenger Grant expenditures program for flag football equipment, awards and travel of \$2,800.00 to be funded with revenue from private grants.
- Increase Building Maintenance for repair of fence at Bryan Multi Sports Complex in the amount of \$24,200.00 completed in FY2019 to be funded with an appropriation of fund balance since the insurance proceeds were recognized in a prior fiscal year.
- Create and appropriate Duke University Prescription for Play expenditures of \$10,000.00 to be funded with revenue from a private grant from Duke University.

Golf

- *Create and appropriate Merchandise for Resale Consignment expenditures of \$7,600.00 to be funded with revenue from sales of golf merchandise on consignment.

Transfers

- Increase Transfers to Capital Project Fund Parks & Rec Capital Projects FY19-FY24 (G1104) for GOWayneGo grant including City match portion to be funded with a decrease in expenditures in the Parks & Recreation department in the amount of \$80,000.00.
- Increase Transfers to Grant Project Fund Hurricane Florence FEMA (R1102) \$482,000.00 to be funded with a reduction of expenditures in the Special Expense organization.
- Increase Transfers to Grant Project Fund TIGER VIII (R1103) \$238,688.00 to be funded with a reduction of expenditures in the Special Expense organization.
- Increase Transfers to Capital Project Fund Herman Park Recreation Center (G1102) in the amount of \$735,950.00 to be funded with a reduction of expenditures in the Parks & Recreation organization.
- Increase in Transfer to Capital Project Fund Police Evidence & Fire Renovation (G1106) \$290,400.00 for shortfall in encumbrances for construction \$265,600.00 and testing services \$24,800.00. This will be funded with an appropriation of fund balance since the debt proceeds were recognized in 2014 when the note was taken. See detail below of construction costs of the project.

Construction Police Evidence & Fire Renovation

Daniels & Daniels Construction	\$ 5,323,425
Moseley Architects	84,000
Brady Integrated Security	6,822
S&ME	25,000
Loan Costs	90,000
Total Project Cost	<u>\$ 5,529,247</u>

Funding Sources

Loan Zions Bank 10/2018	\$ 5,300,000
Loan Capital One 7/2014	526,029
Total Funds Available	<u>\$ 5,826,029</u>
Project Surplus/(Shortage)	<u><u>\$ 296,782</u></u>

Revenue

- Increase in Golden Leaf Proceeds \$4,384.00 for balance of Golden Leaf proceeds for Glenwood Subdivision project grant for Hurricane Matthew Recovery. Additional amount will be used to offset fund balance appropriated in the General Fund.

Appropriated fund balance for the General Fund is presented below for your information. A calculation has been prepared for the limitation on appropriation of fund balance under G.S. § 159-8, and appears to meet those limitations.

City of Goldsboro
Appropriated Fund Balance - General Fund
FY2019

Date	Ordin.	Description	Adopted	% of Total
7/1/2018	2018-31	Appropriated Fund Balance FY18-FY19 Budget	\$ 900,000.00	21.38%
7/16/2018	2018-35	FY2018 Purchase Order Rollovers to FY2019	1,173,825.86	27.89%
7/16/2018	2018-36	Property ROW - NCDOT	125,000.00	2.97%
9/4/2018	2018-42	Repair City Hall Columns	22,591.00	0.54%
10/1/2018	2018-50	Mercer Group (City Manager Search)	16,900.00	0.40%
10/1/2018	2018-53	NCLM Police Workmns Comp Claim	200,000.00	4.75%
11/19/2018	2018-62	GoWayneGo Grant Match from GF	40,000.00	0.95%
11/19/2018	2018-64	HV Brown Shelter & Restrooms (Vortex Construction)	134,000.00	3.18%
12/17/2018	2018-71	Herman Park Center Design-Build TA Loving Co.	735,950.00	17.49%
1/7/2019	2019-01	Stump grinding services on City properties & ROW's	7,500.00	0.18%
2/4/2019	2019-05	Stump grinding services on City properties & ROW's	10,475.00	0.25%
2/18/2019	2019-09	Goldsboro Event Center HVAC	21,171.00	0.50%
4/15/2019	2019-21	GUS Adaptive Reuse Study Grant Match (Benchmark)	10,000.00	0.24%
5/6/2019	2019-22	BOA Loan #024-GE Excess Proceeds - Flail Mower Purch	107,000.00	2.54%

Current Year Appropriations**\$ 3,504,412.86**

6/17/2019	Legal and Professional fees	\$ 24,800.00	0.59%
6/17/2019	Advertising contract 4th Support Squadron Marketing	15,000.00	0.36%
6/17/2019	Recycling fees	68,000.00	1.62%
6/17/2019	Street lights	68,000.00	1.62%
6/17/2019	Worker's Compensation Claims	83,600.00	1.99%
6/17/2019	Transfer to Police Evidence & FireRenovation Capital Project previously recognized debt proceeds	290,400.00	6.90%
6/17/2019	Sod and paving at Bryan Multi Sports Complex previously recognized debt proceeds	134,800.00	3.20%
6/17/2019	Fence repair at Bryan Multi Sports Complex previously recognized insurance proceeds	24,200.00	0.57%
6/17/2019	Golden Leaf Grant for Glenwood Subdivision additional grant funds received	(4,384.00)	-0.10%

Proposed**\$ 704,416.00****Current Year with Proposed****\$ 4,208,828.86**

UTILITY FUND

Utility Fund Capital Expense

- Decrease Debt Issuance Costs (\$178,114.00) for SRF loan closing costs on Phase IV Sewer Rehab moved to Capital Project (91).
- Decrease Storm Damage Cleanup (\$1,534,577.00) moved to Special Revenue fund for Hurricane Florence FEMA (R1102).
- Decrease Streetscape Project (\$238,688.00) moved to Grant Project TIGER VIII (R1103).

Transfers

- Increase Transfers to Capital Project Fund for Phase IV Sewer Rehab project for loan closing costs in the amount of \$178,114.00, and this will be funded with a reduction of expenditures in the Utility Capital Expense.
- Increase Transfers to Grant Project Fund Hurricane Florence FEMA (R1102) \$1,534,577.00 to be funded with a reduction of expenditures in the Utility Capital Expense organization.
- Increase Transfers to Grant Project Fund TIGER VIII (R1103) \$238,688.00 to be funded with a reduction of expenditures in the Utility Capital Expense organization.

Appropriated fund balance for the Utility Fund is presented below for your information.

City of Goldsboro
Appropriated Fund Balance - Utility Fund
FY2019

Date	Ordin.	Description	Adopted
7/1/2018	2018-31	Appropriated Fund Balance FY18-FY19 Budget	\$ -
7/16/2018	2018-35	FY2018 Purchase Order Rollovers to FY2019	1,708,062.82
10/1/2018	2018-49	Engineering - Wastewater	62,500.00
10/1/2018	2018-48	Engineering - Wtr Impv.	187,500.00
10/15/2018	2018-54	SRF Loan Expense	178,114.00
4/1/2019	2019-14	Center/Holly St Water Tank Repaint (Utility Service Co)	526,700.00
4/1/2019	2019-16	Splash Pad at Bryan MultiSports (Utilities for Splash Pad)	21,100.00
4/15/2019	2019-20	Inspections on Center/Holly Street Water Tank Repainting	37,500.00
Current Year Appropriations			\$ 2,721,476.82
Proposed			\$ -
Current Year with Proposed			\$ 2,721,476.82

OCCUPANCY TAX FUND

Civic Center

- Increase in Fence/Railings \$6,800 for 8' fence at Multi Sports Complex to be funded with an appropriation of Contingency. (Contingency can only be used by approval of the Board. G.S. §159-13.)
- Decrease in Contingency (\$6,800.00) to fund Fence/Railings at Multi Sports Complex.
- Increase expenditures in County Share of Occupancy Tax in the amount of \$109,900 and this will be funded with additional revenue from Occupancy Tax Revenue Civic Center.

Travel & Tourism

- Increase in Operational Supplies \$1,250.00 for merchandise for resale and this will be funded with revenue from merchandise sales included in Miscellaneous revenue.

Revenues

- Increase in Investment Interest Civic Center for actual over budget estimated \$1,600.00, and this will be used to reduce appropriated fund balance.
- Increase in Investment Interest Travel & Tourism for actual over budget estimated \$1,450.00 and this will be used to reduce appropriated fund balance.
- Increase Occupancy Tax Revenue Civic Center \$109,900.
- Increase in Fitness Center Reimbursement for final payment received from SJAFB \$57,000.00 and this will be used to reduce appropriated fund balance.
- Decrease in Appropriated Fund Balance (\$60,050.00).

Appropriated fund balance for the Occupancy Tax Fund is presented below for your information.

City of Goldsboro
Appropriated Fund Balance - Occupancy Tax Fund
FY2019

Date	Ordin.	Description	Adopted
7/1/2018	2018-31	Appropriated Fund Balance FY18-FY19 Budget	\$ 20,683.00
7/16/2018	2018-35	FY2018 Purchase Order Rollovers to FY2019	128,500.61
Current Year Appropriations			\$ 149,183.61
6/17/2019		Reduce appropriated fund balance by investment and miscellaneous revenues received	(60,050.00)
Proposed			\$ (60,050.00)
Current Year with Proposed			\$ 89,133.61

POLICE EVIDENCE ROOM & FIRE DEPARTMENT RENOVATION CAPITAL PROJECT FUND

Police

- *Increase in Construction expenditures \$290,400.00 for contracts over amount borrowed. Includes \$24,683.00 for testing by SM&E, and this will be funded with a revenue Transfer from General Fund.

STREET BONDS CAPITAL PROJECT FUND

- *Increase Street Improvements expenditures in the amount of \$242,822.25 and this will be funded with revenues from Bond Premium to account for additional proceeds from \$4.5M Street Bond issue where bonds were sold at a premium.

2010A SEWER BONDS CAPITAL PROJECT FUND

- *Increase expenditures for Construction for the 2010 Sewer Bonds Capital Project Fund in the amount of \$17,200.00, and this will be funded with an increase in revenue from Investment Earnings for current year interest income earned.

PHASE IV SEWER REHAB CAPITAL PROJECT FUND

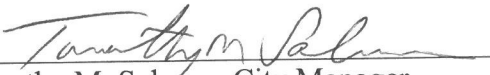
- *Increase Loan Closing Costs \$178,114.00 for Phase IV Sewer Rehab CS370482-07 for SRF loan \$8.9M approved 12/18/17, and this will be funded with an increase in revenue from Transfer from Utility Fund.

RECOMMENDATION: It is recommended that the attached annual, capital and grant project budget ordinance amendments be adopted to reflect the changes to the City's FY 2018-19 budget.

DATE: 6/10/19


Catherine F. Gwynn, Finance Director

DATE: 6/25/19


Timothy M. Salmon, City Manager

ORDINANCE NO. 2019- 38

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2018-2019 FISCAL YEAR

WHEREAS, the City Council of the City of Goldsboro adopted the FY18-19 annual operating budget ordinance on June 4, 2018 for the General Fund, Utility Fund and Occupancy Tax Fund; and

WHEREAS, it is necessary to appropriate expenditures in the Mayor and Council department of the General Fund for legal fees, advertising and Mayor's Youth Council, and this will be funded with revenues from donations, fundraisers and from appropriated fund balance; and

WHEREAS, it is necessary to appropriate expenditures in the City Manager department of the General Fund for costs of roof repair at Union Station, and this will be funded with revenues from a state grant from the NC Department of Transportation; and

WHEREAS, it is necessary to appropriate expenditures in the Human Resources, Community Relations, Paramount Theater, Event Center, Inspections, Downtown Development, Information Technology, Public Works Administration, Garage, Building Maintenance, Cemetery, Finance, Planning, Streets, Solid Waste, Engineering, Fire, Police, Parks & Recreation and Golf Course departments of the General Fund for cost of living adjustments and salary adjustments as approved in the adopted budget ordinance, and this will be funded with a reduction of expenditures in the City Manager department of the General Fund; and

WHEREAS, it is necessary to appropriate expenditures in the Community Relations department of the General Fund for activities related to Mayor's Committee for Persons with Disabilities, Human Relations, Interfaith Breakfast and Martin Luther King Commemoration, and this will be funded with revenue from donations and sponsorships; and

WHEREAS, it is necessary to appropriate expenditures in the Paramount Theater department of the General Fund for expenditures related to vendor proceeds for event ticket sales, and this will be funded with revenue from Paramount Theater event ticket sales; and

WHEREAS, it is necessary to appropriate expenditures in the Information Technology department of the General Fund for repairs to damaged broadband fiber caused by a vehicle accident, and this will be funded with revenue from insurance proceeds; and

WHEREAS, it is necessary to appropriate expenditures in the Garage department of the General Fund for repairs to vehicles and equipment due to accidents, and this will be funded with revenue from insurance proceeds; and

WHEREAS, it is necessary to appropriate expenditures in the Street Utilities department of the General Fund for electric utility expenses for street lights, and this will be funded with an appropriation of fund balance; and

WHEREAS, it is necessary to appropriate expenditures in the Solid Waste department of the General Fund for recycling costs not anticipated during the budgeting process due to changes in the recycling market, and this will be funded with an appropriation of fund balance; and

WHEREAS, it is necessary to appropriate expenditures in the Fire department of the General Fund for worker's compensation claims received and not anticipated, and this will be funded with reduction of expenditure worker's compensation reserve in Special Expense and an appropriation of fund balance; and

WHEREAS, it is necessary to appropriate expenditures in the Fire department of the General Fund for a gas monitor, and this will be funded with revenue from insurance proceeds; and

WHEREAS, it is necessary to appropriate expenditures in the Police department of the General Fund for worker's compensation claims received and not anticipated, and this will be funded with an appropriation of fund balance; and

WHEREAS, it is necessary to appropriate expenditures in the Police department of the General Fund for fees and dues for the cost of renewing former software licenses of police software after terminating the current police software, and this will be funded with revenue from claims settlement; and

WHEREAS, it is necessary to appropriate expenditures in the Special Expense department of the General Fund for debt payments for police software, and this will be funded with revenue from claims settlement; and

WHEREAS, it is necessary to appropriate expenditures in the Special Expense department of the General Fund for Public, Educational or Government (PEG) access channel services provided by Wayne County Public Schools, and this will be funded with revenue from state grants; and

WHEREAS, it is necessary to appropriate expenditures in the Special Expense department of the General Fund for sod and paving for the Bryan Multi Sports Complex, and this will be funded with an appropriation of fund balance since debt proceeds were recognized in a prior fiscal year; and

WHEREAS, it is necessary to appropriate expenditures in the Parks & Recreation department of the General Fund for program expenditures related to Poultry Fest/Beak Week, Special Populations Programs, Challenger Grant Program, and Duke University Prescription for Play Program, and this will be funded with revenue from donations, sponsorships and private grants; and

WHEREAS, it is necessary to appropriate expenditures in the Parks & Recreation department of the General Fund for program expenditures related to repairs of the fence at Bryan Multi Sports Complex, and this will be funded with an appropriation of fund balance since insurance proceeds were recognized in a prior fiscal year; and

WHEREAS, it is necessary to appropriate expenditures in the Golf department of the General Fund for purchases of consignment merchandise in the pro shop, and this will be funded with an appropriation of revenue from sales of golf merchandise on consignment; and

WHEREAS, it is necessary to appropriate expenditures in the Transfers department of the General Fund to fund the GOWayneGo projects to be administered in the newly created Parks & Recreation Capital Projects Fund FY19-FY24, and this will be funded with a reduction of expenditures in the Parks & Recreation department; and

WHEREAS, it is necessary to appropriate expenditures in the Transfers department of the General Fund to fund contract and supplies expenditures in the newly created Hurricane Florence FEMA grant project fund, and this will be funded with a reduction of expenditures in the Special Expense department; and

WHEREAS, it is necessary to appropriate expenditures in the Transfers department of the General Fund to fund design costs in the newly created TIGER VIII grant project fund, and this will be funded with a reduction of expenditures in the Special Expense department of the General Fund and the Utility Capital Expense department of the Utility Fund; and

WHEREAS, it is necessary to appropriate expenditures in the Transfers department of the General Fund to fund design costs in the Herman Park Recreation Center capital project fund, and this will be funded with a reduction of expenditures in the Parks & Recreation department; and

WHEREAS, it is necessary to appropriate expenditures in the Transfers department of the General Fund to fund construction costs in the Police Evidence and Fire Department Renovation Capital Project, and this will be funded with an appropriation of fund balance; and

WHEREAS, the City received additional funding from the Golden Leaf Grant for additional costs incurred for the Glenwood Subdivision project relating to Hurricane Matthew and where the additional cost was already absorbed by the General Fund, it is appropriate to reduce fund balance appropriated of the General Fund; and

WHEREAS, it is necessary to appropriate expenditures in the Transfers department of the Utility Fund to fund contract and materials costs for the Hurricane Florence FEMA grant project fund, and this will be funded with a reduction of expenditures in the Utility Capital Expense department of the Utility Fund, and

WHEREAS, it is necessary to appropriate expenditures in the Transfers department of the Utility Fund for SRF loan closing costs for the Phase IV Sewer Rehabilitation capital project fund, and this will be funded with a reduction of expenditures in the Utility Capital Expense department of the Utility Fund, and

WHEREAS, it is necessary to appropriate expenditures in the Civic Center department of the Occupancy Tax Fund for a fence at the Multi Sports Complex and this will be funded with an appropriation of Contingency in the Civic Center department; and

WHEREAS, it is necessary to appropriate expenditures in the Civic Center department of the Occupancy Tax Fund for additional allocations of County Share of Occupancy Tax as required by the agreement between the City and Wayne County, and this will be funded with revenue from Occupancy Tax Revenue Civic Center; and

WHEREAS, it is necessary to appropriate expenditures in the Travel & Tourism department of the Occupancy Tax Fund for merchandise for resale, and this will be funded with revenue from miscellaneous income; and

WHEREAS, the City received additional funding from investment income over the estimated budgeted amount, it is appropriate to reduce fund balance appropriated of the Occupancy Tax Fund; and

WHEREAS, the City received the final payment from the U.S. government for its contribution towards the fitness center reimbursement, it is appropriate to reduce fund balance appropriated of the Occupancy Tax Fund.

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

Department	Expenditure Line	Amount	Net Incr/(Decr) of Expenditures	Net Incr/(Decr) of Revenues
Mayor & Council	Legal Fees	24,800		
	Advertising	15,000		
	Mayor's Youth Council	12,400		
City Manager	Union Station	101,000	(218,523)	
	Salary Reserve	(319,523)		
Human Resources	Salaries & Benefits	6,619	6,619	
Community Relations	Comm. Awards & Functions	14,800	16,349	
	Salaries & Benefits	1,549		
Paramount Theater	Vendor Proceeds for Event Ticket Sales	250,000	252,212	
	Salaries & Benefits	2,212		
Event Center	Salaries & Benefits	693	693	
Inspections	Salaries & Benefits	7,381	7,381	
Downtown Development	Salaries & Benefits	3,244	3,244	
Information Technology	Equipment Expense	18,300	28,203	
	Salaries & Benefits	9,903		
Public Works Admin.	Salaries & Benefits	3,656	3,656	
Garage	Outside Repairs	14,800	23,562	
	Salaries & Benefits	8,762		
Building Maintenance	Salaries & Benefits	7,091	7,091	
Cemetery	Salaries & Benefits	3,208	3,208	
Finance	Salaries & Benefits	10,697	10,697	
Planning	Salaries & Benefits	7,691	7,691	
Streets	Salaries & Benefits	7,700	7,700	
Street Utilities	Street Lights	68,000	68,000	

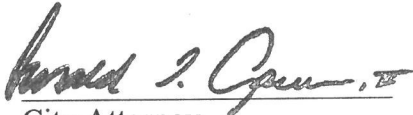
Department	Expenditure Line	Amount	Net Incr/(Decr) of Expenditures	Net Incr/(Decr) of Revenues
Solid Waste	Recycling Fees	68,000	90,494	
	Salaries & Benefits	22,494		
Engineering	Salaries & Benefits	12,039	12,039	
Fire	Worker's Comp.	48,600	122,277	
	Equipment Expense	1,950		
	Salaries & Benefits	71,727		
Police	Worker's Comp.	80,000	230,880	
	Fees & Dues	51,500		
	Salaries & Benefits	99,380		
Special Expense	Storm Damage Cleanup	(482,000)	(409,888)	
	Streetscape Project	(238,688)		
	Lease Purchase Payment (Santander Leasing)	193,000		
	Wayne Co. Schools PEG	28,000		
	Multi Sports Complex	134,800		
	Workman's Comp. Reserve	(45,000)		
Parks & Recreation	Consultant Fees	(735,950)	(712,631)	
	GOWayne Go Project	(80,000)		
	Poultry Fest/Beak Week	25,900		
	Special Populations Prog.	9,400		
	Challenger Grant Prog.	2,800		
	Building Maint.	24,200		
	Duke Prescription for Play Grant	10,000		
	Salaries & Benefits	31,019		
Golf	Merch. For Resale Consign.	7,600	10,059	
	Salaries & Benefits	2,459		
Transfers	Transfer to Capital Project Fund	80,000	1,827,038	
	Transfer to Capital Project Fund	482,000		
	Transfer to Grant Project Fund	238,688		
	Transfer to Capital Project Fund	735,950		
	Transfer to Capital Project Fund	290,400		
Revenues	Donations & Sponsorships - Human Relations			100
	Donations & Sponsorships - Interfaith Breakfast			700
	Donations & Sponsorships - Martin Luther King Commemoration			7,200
	Donations & Sponsorships - Mayor's Committee on Persons with Disabilities			6,800
	Donations & Sponsorships - Mayor's Youth Council sponsorships & donations			12,400
	Donations & Sponsorships - Poultry Fest/Beak Week			25,900
	Donations & Sponsorships - Special Population Programs			9,400
	Golf Revenue - Consignment Sales			7,600
	Insurance Proceeds			35,050
	Miscellaneous Revenue			244,500
	NCDOT Union Station Grant			101,000
	Paramount Theater Ticket Sales			250,000
	Private Grants - Challenger Flag Football			2,800
	Private Grants - Duke Univ. Prescrip. for Play Prog.			10,000
	State Grants PEG Channel			28,000
	Golden Leaf Grant			4,385
	Appropriated Fund Balance			704,416
TOTAL GENERAL FUND			1,450,251	1,450,251

Department	Expenditure Line	Amount	Net	Net
			Incr/(Decr) of Expenditures	Incr/(Decr) of Revenues
Utility Capital Expense	Loan Closing Costs	(178,114)	1,951,379	
	Storm Damage Cleanup	(1,534,577)		
	Streetscape Project	(238,688)		
Transfers	Transfers to Capital Projects	178,114	1,951,379	
	Transfers to Grant Projects	1,534,577		
	Transfers to Grant Projects	238,688		
TOTAL UTILITY FUND			-	-

Department	Expenditure Line	Amount	Net Incr/(Decr) of Expenditures	Net Incr/(Decr) of Revenues
Civic Center	Fence/Railings Multi Sports Complex	6,800	109,900	
	County Share Occupancy Tax	109,900		
	Contingency	(6,800)		
Travel & Tourism	Operational Supplies	1,250	1,250	
Revenues	Investment Income			3,050
	Occupancy Tax Revenue Civic Center			109,900
	Miscellaneous Income			1,250
	Fitness Center Reimbursement			57,000
	Appropriated Fund Balance			(60,050)
TOTAL OCCUPANCY TAX FUND			111,150	111,150

1. This Ordinance shall be in full force and effect from and after the 17th day of June 2019.

Approved as to form only:


City Attorney

Reviewed by:


City Manager

ORDINANCE NO. 2019- 39

AN ORDINANCE AMENDING THE 2010A SANITARY SEWER IMPROVEMENTS
CAPITAL PROJECTS FUND

WHEREAS, the City of Goldsboro established the 2010A Sanitary Sewer Improvements Capital Projects Fund on May 17, 2010 to administer the construction of sanitary sewer improvements funded by general obligation bonds in the amount of \$8,605,000 sold on April 6, 2010; and

WHEREAS, it is necessary to appropriate expenditures for the additional construction costs for the project; and

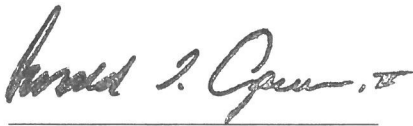
WHEREAS, this will be funded with revenue from investment income.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following capital project fund is hereby amended:

1. Increasing revenue Investment Earnings in the amount of \$17,200.
2. Increasing the expenditure line item Construction in the amount of \$17,200.
3. This Ordinance shall be in full force and effect from and after the 17th day of June 2019.

Approved as to form only:

Reviewed by:



City Attorney



City Manager

ORDINANCE NO. 2019- 40

AN ORDINANCE AMENDING THE
STREET IMPROVEMENTS CAPITAL PROJECTS FUND

WHEREAS, the City of Goldsboro established the Street Improvements Capital Projects Fund on August 20, 2018 to administer street improvements construction funded by general obligation bonds in the amount of \$4,500,000 sold on July 24, 2018; and

WHEREAS, it is necessary to appropriate expenditures for the additional construction costs for the project; and

WHEREAS, this will be funded with revenue from bond premiums where the bonds were sold in excess of the par amount on the open market.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following capital project fund is hereby amended:

1. Increasing revenue Bond Premiums in the amount of \$242,822.25.
2. Increasing the expenditure line item Construction in the amount of \$242,822.25.
3. This Ordinance shall be in full force and effect from and after the 17th day of June 2019.

Approved as to form only:

Reviewed by:



City Attorney



City Manager

ORDINANCE NO. 2019-41

AN ORDINANCE AMENDING THE PHASE 4 SEWER COLLECTION
REHABILITATION CAPITAL PROJECTS FUND

WHEREAS, the City of Goldsboro established the Phase 4 Sewer Collection Rehabilitation Capital Projects Fund on December 18, 2017 to administer the grant loan funds awarded by the NC Department of Environmental Quality (DEQ) through the State Revolving Loan program; and

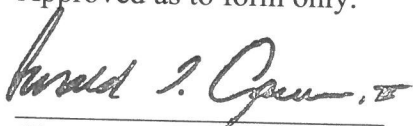
WHEREAS, it is necessary to appropriate expenditures for the loan closing costs for project; and

WHEREAS, this will be funded with revenue from a transfer from the Utility Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following capital project fund is hereby amended:

1. Increasing revenue Transfer from the Utility Fund in the amount of \$178,114.
2. Establishing the expenditure line item Loan Closing Costs in the amount of \$178,114.
3. This Ordinance shall be in full force and effect from and after the 17th day of June 2019.

Approved as to form only:


City Attorney

Reviewed by:


City Manager

ORDINANCE NO. 2019- 42

AN ORDINANCE AMENDING THE
POLICE EVIDENCE ROOM & FIRE DEPARTMENT
RENOVATION CAPITAL PROJECTS FUND

WHEREAS, the City of Goldsboro established the Police Evidence Room & Fire Department Renovation Capital Projects Fund on October 1, 2018 to administer construction and renovation of the Police evidence room and fire department funded by an installment loan in the amount of \$5,300,000; and

WHEREAS, it is necessary to appropriate expenditures for the additional construction costs for the project; and

WHEREAS, this will be funded with revenue from a transfer from the General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following capital project fund is hereby amended:

1. Increasing revenue Transfer from the General Fund in the amount of \$290,400.
2. Increasing the expenditure line item Construction in the amount of \$290,400.
3. This Ordinance shall be in full force and effect from and after the 17th day of June 2019.

Approved as to form only:

Reviewed by:



City Attorney



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Advisory Board and Commission Appointments

BACKGROUND: There are currently several vacancies on Advisory Boards and Commissions. Citizen involvement is vital to the performance of City government. It is necessary that additional appointments be made in an effort to fill these vacancies.

DISCUSSION: Recommendations for appointments were requested from the respective Boards and Commissions. Applications were also solicited from the public at large.

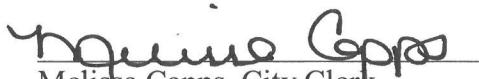
The City Council met during the Work Session on June 3, 2019 to review vacancies and applications received to fill the current vacancies. With these appointments, one vacancy remains on the Mayor's Committee for Persons with Disabilities.

It is also customary for the City of Goldsboro to express its appreciation by Resolution to those members whose terms have expired, who have moved or resigned.

RECOMMENDATION: By motion, Council adopt the attached Resolutions:

1. Appointing members to various Advisory Boards and Commissions in the City of Goldsboro.
2. Commending those individuals whose terms have expired, who have moved or resigned.

Date: 6/12/19


Melissa Capps, City Clerk

Date: 6/25/19


Tim Salmon, City Manager

RESOLUTION NO. 2019-53

RESOLUTION APPOINTING MEMBERS
TO ADVISORY BOARDS AND COMMISSIONS

WHEREAS, Continued involvement of citizens is vital to the performance of City government; and

WHEREAS, There are currently several vacancies on Advisory Boards and Commissions; and

WHEREAS, The following distinguished citizens have expressed a desire to serve upon the indicated Boards or Commissions;

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:

Goldsboro Travel and Tourism Advisory Council

Filling an Unexpired Term

Edward Davis	Term Expires	12-31-20
Diane Belmont	Term Expires	12-31-21

Mayor's Committee for Persons with Disabilities

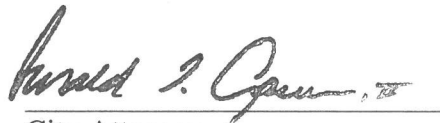
Filling an Unexpired Term

Shirlene Cox	Term Expires	12-31-21
Crystal Lemmon	Term Expires	12-31-21
Kenneth Coley	Term Expires	12-31-21
Donald Rhue	Term Expires	12-31-21
Wanda Becton	Term Expires	12-31-21

2. This Resolution shall be in full force and effect from and after this 17th day of June, 2019.

Approved as to Form Only:

Reviewed by:


City Attorney


City Manager

RESOLUTION COMMENDING INDIVIDUALS WHO HAVE SERVED ON VARIOUS
ADVISORY BOARDS AND COMMISSIONS OF THE CITY OF GOLDSBORO AND
DIRECTING THE MAYOR ON BEHALF OF THE CITY COUNCIL TO PRESENT THE
INDIVIDUALS WITH A CERTIFICATE OF APPRECIATION

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:

Mayor's Committee for Persons with Disabilities

Kelly Merritt

Pat Yates

Sarah McCullough

Bob Dively

Beverly Ham

Edna Turner

Goldsboro Tourism Council

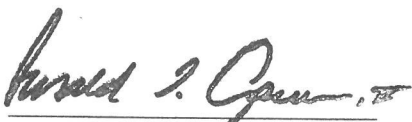
Jennifer Wicks

Eddie Edwards

2. The Mayor of the City of Goldsboro is hereby directed to present to each of these individuals a Certificate of Appreciation for their civic contributions.
3. These Certificates are to be presented at the next regularly scheduled meeting of the various Boards and Commissions or as close to that meeting date as possible.
4. This Resolution shall be in full force and effect from and after this 17th day of June, 2019.

Approved as to Form Only:

Reviewed by:


City Attorney


City Manager

City of Goldsboro
Departmental Monthly Reports
May 2019

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

Human Resources Management Department

MONTHLY REPORT – MAY 2019

Prepared by: Pamela C. Leake

The Human Resources Department posted 19 job vacancies and processed 283 applications this month. 552 notices were sent to applicants (521 sent to candidates who applied but not selected for an interview and 31 were sent to candidates interviewed but not selected for hire). 18 new hires were employed this month - three full-time: **John Bartlett – Senior Fleet Mechanic; Ashley Brown – Customer Service Representative, and William Peter – Sr. Building Maintenance Technician** and 15 part-time/seasonal hires. Eight employees attended orientation on May 20. In addition to receiving valuable information regarding organizational structure, policies and procedures, the new hires were also taken on a tour around the City. Total employment for May was **648**: 455 full time staff and 193 part-time). There were two resignations this month: one full-time and one part-time. This year's annual Public Employment and Payroll municipal survey was completed and submitted on May 20. This is a survey documenting all elected, full-time and part-time positions and salaries.

The second session of leadership training for supervisors was held May 2 at the Goldsboro Event Center. Guest consultant was Gracie Johnson-Lopez whose topic was **"Understanding Bias, Diversity & Inclusion."** 28 employees attended the session. On May 15, the Human Resources Department sponsored a career fair at the Event Center. 26 vendors from various industries: education, government, manufacturing, etc. participated, and over 125 job seekers attended the fair. The Senior Human Resources Consultant attended a transition job fair at Excel Linde on May 20. Diane Swindell, Prudential Retirement representative, met with employees on May 28 to discuss retirement and 401K options and make changes to their existing plans.

The following is a summary of this month's safety activities:

- Attended NC Department of Labor Annual Safety Awards Banquet on May 2 at Lane Tree Country Club. The City won 16 Gold Awards and four Silver Awards.
- Attended Eastern Carolina Safety and Health Conference board meeting on May 9th
- Contacted Carolina Phone & Alarm on May 6 to schedule date for them to inspect/test panic buttons for City Hall.
- Submitted OSHA activity program (Take 3 in 30 challenge) to HR Director on May 6 to help improve various safety aspects, such as employee engagement, hazard recognition, work practices, and root cause analysis. Was asked to present this information in Department Head staff meeting. Also sent updated Emergency Action Plan to HR Director.
- Assisted coordination of monthly fire service testing for all city elevators. This was a follow up from inspection done by NC Department of Labor inspector who found that the required monthly testing could not be verified or was not documented.
- Received a report on May 8 concerning Goldsboro Police Department employees experiencing health issues including, but not limited to, respiratory distress, since their building has been under renovation. Met with management on May 9 to discuss measures to resolve employee concerns. Readings and samples were conducted and tested, and corrective measures taken. Due to urgency, preliminary report was requested and provided on May 20.
- Assisted with employer set-up for Career Day sponsored by the City at the Event Center on May 15.
- Performed on-site analysis on May 16 of a confined space to determine if it should be classified as non-permit or permit required. Provided necessary documentation checklist.
- Conducted safety portion of employee orientation on May 20.
- Assembled appeals committee hearing and coordinated date and time for two cases (personal injury and vehicle accident) for review.
- Submitted request to Assistant Fire Chief on May 31 to coordinate hands-on portable fire extinguisher training for new-hire employees.
- On May 31, Coastal Carolina Mold Experts took eight (8) air samples at the Herman Park Center at the request of Interim Parks and Recreation Director (to test air quality).
- Two personal injuries and six vehicle accidents were reported this month.
- Conducted monthly inspections of portable fire extinguishers at City Hall.
- Conducted comprehensive safety inspection with Safety Accident Review Committee on May 31 at both City Hall locations. Hazards were noted and will be forwarded to each department head for corrective action.
- **Upcoming Events: Safety Coordinator will attend annual safety conference in Greenville in June and National Safety Council will sponsor Defensive Driver Safety Training on June 27.**

This month's health beat focused on Hearing Conservation and TB Testing. 196 employees attended the sessions. Fire physicals were also held. 78 employees were seen. There were 41 clinic visits this month. Five random drug screens were performed (non-DOT) – all negative. The biggest winners were announced on May 28. They are Brad and Cheryl Hinnant.

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	348	320	346	542	283								368
New Hires*	11	7	1	3	3								5
Separations*	3	3	6	3	1								3
Vehicle Accidents	7	4	6	3	6								5
Workers Compensation	2	4	3	0	2								2

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

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

- The Commission on Community Relations and Development met on Tuesday, May 14, 2019. The next scheduled meeting is Tuesday, July 9, 2019 at 6:00 pm
- The Department received two (2) housing complaints and three (3) request for assistance. The alleged violations by citizens under the Minimum Housing/Landlord Tenant Laws included: one (1) owner-occupied property in need of repairs; one (1) seeking retirement housing; and three (3) request for assistance related to food; assistance with Wayne County tax designation form, and utilities. All complaints were submitted through the 311 GIS system or to the appropriate City Department for resolution or designated community/state resources.
- Staff from the sponsoring partners conducted from May 1st to May 17th a total of 66 interviews of eligible youth applicants. The interview set-up was a two-person interview team that consisted of 25 minutes of questions and 5 minutes of feedback to the applicant. Applicants were asked eight questions and their responses were scored on a point scale from 1-5, which allowed for a maximum total of 40 points from each interviewer.

Applicants that scored 60 or higher were given first consideration for a position within the program. On May 31st, sponsoring partners' staff selected and assigned the youth employee for the summer 2019 SYEI program cycle.

Interview Scores - Ledger	
Youth less than 50	16
Youth 50 - 59	29
Youth 60 - 69	17
Youth 70 - 79	4
Youth 80	0
No Show	6
Never Responded	8
Other	12
Missing Income	15
Total	107

- The Goldsboro Mayor's Youth Council (GYC) met on May 1 & 15, 2019. During, the May 15th meeting the GYC members had their final meeting and end of the year celebration for this school year cycle. The Goldsboro Mayor's Youth Council (GYC) are out for summer recess and will return to regular business in September.
- The Mayor's Committee for Persons with Disabilities met on May 16, 2019. The next scheduled meeting is Thursday, July 18, 2019 at 12:00 pm. On May 1st at St. Paul Methodist Church in celebration of National Disability Awareness Week and National Employ the Handicapped Week, the City and the Mayor's Committee for Persons with Disability hosted the 23rd Annual Hal Plonk Disability Awareness Walk downtown. The Committee also participated in "A Day in the Park" an event hosted by Goldsboro Parks & Recreation as a special population event.

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



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

Monthly Report- May 2019

- During the month of May, the Paramount Theatre hosted 11 ticketed events, 9 related technical and performance rehearsals, and 4 non-ticketed private events.
 - Total ticketing by Paramount = 2724
 - Estimated total ticketing by Rental Customers = 1100
 - Estimated total non-ticketed in attendance for each use of venue (performers/tech/other) = 1700
 - Total estimated citizen use of Paramount Theatre venue for May = 5,524**
- Notable Performances and Events at the Paramount during the month of May Include:
 - Center Stage Community Theatre; 3 public performances of *Oklahoma!* 778 tickets sold
 - A Step of Class, 2019 Dance Recital; 4 public performances: 1582 tickets sold
 - Ms. Robin's Dance Academy Recital; 2 public performances: approximately 500 tickets sold
 - Enterpretations Dance Ensemble; 1 public performance (free of charge): approximately 250 tickets
 - Jay Patel; private performance touring Indian-language comedy: approximately 200 in attendance
 - Wells Fargo; private movie screening: approximately 200 in attendance
 - Wayne Country Day Commencement; 1 public event: 347 tickets sold
- New Director of Paramount Theatre and Goldsboro Event Center began full-time May 22nd.
- Paramount and GEC staff participation in advantageous meetings, presentations, or training included: City of Goldsboro Leadership Training, City of Goldsboro Career Fair, Leadership Wayne, DGDC Promotions Committee, City of Goldsboro Communications Team, New Hire Orientation, Community reception for new Director, Base Community Council.
- Financial: May Expenses are below 2018 and below 2019 average, Revenues are above 2018 and above 2019 average.**
 - Expenses - \$25,832: Labor - \$18,884 /Operational - \$6,959
 - Revenues - \$20,107: Rentals -\$20,107 /Tickets \$0 /Concession \$0 (Renters retain ticket/concession revenue)

	Jan-19	Feb-19	Mar19	April19	May19	June19	July19	Aug19	Sept19	Oct19	Nov19	Dec19	2019 Total	2019 Average
Exp	\$34,447	\$33,393	\$68,435	\$41,297	\$25,832								\$203,404	\$40,681
Rev	\$12,993	\$13,259	\$15,347	\$5,406	\$20,107								\$67,112	\$13,422
	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	2018 Total	2018 Average
Exp	\$32,968	\$25,012	\$48,050	\$39,962	\$32,137	\$24,298	\$55,630	\$40,550	\$68,803	\$42,545	\$40,161	\$32,024	\$482,140	\$40,178
Rev	\$16,549	\$7,471	\$35,001	\$8,954	\$15,408	\$11,597	\$6,293	\$17,910	\$332	\$5,741	\$23,896	\$16,954	\$179,948	\$14,995

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



- In May, the Goldsboro Event Center hosted 18 events, including 9 private (weddings/reunions/tournaments), 9 City events (meetings, receptions, trainings, job fair). 1 late cancelled wedding to be issued credit toward future select dates.
- Essential repairs and maintenance underway include HVAC (under contract), weather-damaged wood siding & gutters (bid).
- Adding chargeable amenities and rental packages to increase service, competitiveness, rental revenue.
- Financial: May Expenses are below 2018 and below 2019 average, Revenues are below 2018 and below 2019 average.** Lower reported revenue primarily due to 5 x \$1000+ events late in May, with revenues posted to June.
 - Expenses- \$6,968: Labor - \$5,722 /Operational - \$1,247
 - Revenues- \$2,529: Rentals -\$1,669 /Concessions- \$860
 - Estimated Value of Non-Revenue Government and NFP Rentals for May - \$7,975

	Jan-19	Feb-19	Mar19	April19	May19	June19	July19	Aug19	Sept19	Oct19	Nov19	Dec19	2019 Total	2019 Average
Exp	\$9,198	\$8,624	\$13,459	\$13,121	\$6,968								\$51,370	\$10,274
Rev	\$4,645	\$7,204	\$11,475	\$5,932	\$2,529								\$31,785	\$6,357
	Jan-18	Feb-18	Mar18	April18	May18	June18	July18	Aug18	Sept18	Oct18	Nov18	Dec18	2018 Total	2018 Average
Exp	\$5,379	\$7,310	\$14,096	\$14,484	\$7,852	\$7,072	\$9,083	\$11,367	\$7,815	\$16,427	\$8,760	\$10,306	\$119,951	\$9,995
Rev	\$2,890	\$5,556	\$7,526	\$15,201	\$9,980	\$4,309	\$7,971	\$7,131	\$2,143	\$10,781	\$3,326	\$5,224	\$82,038	\$6,836

Goldsboro Inspections Department

Monthly Report – May 2019

Prepared by: Allen Anderson

The valuation of all building permits issued during the month of May totaled \$7,921,304. Seven (7) of these permits were new residential single-family dwellings at a valuation of \$1,947,125.

The valuation of all miscellaneous (Mechanical, gas, insulation, electrical, plumbing, fire, sprinkler, pool, tank, demolition, signs, business inspection, & itinerant merchant) permits issued during this time period totaled \$2,115,646.

All permit fees collected for the month totaled \$46,472. Of the permit fees collected for the month, \$3,870 was collected in technology fees. Plan review fees collected during the month totaled \$2,035. Business Registration fees collected totaled \$1,995.

The Inspectors did a total of 603 inspections for the month. During the month of May nine (9) business inspections were completed. A total of 334 permits were issued for the month. Thirty-four (34) plan reviews were completed for May. We now have a total of 121 residential structures in the Minimum Housing Process and 4 commercial structures in the Demolition by Neglect Process.

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$2	\$14	\$6	\$428,000	\$8								\$6
Residential (thousands)	\$805	\$1,063	\$599	\$0	\$1,947								\$882
Miscellaneous**(millions)	\$5	\$2	\$2	\$2	\$2								\$3
Permit Fees (thousands)	\$34	\$40	\$48	\$27	\$46								\$39
Inspections (total)	614	603	531	497	603								570
Permits Issued (total)	296	296	270	271	334								293
Plan Reviews Completed	39	47	65	46	34								46
Minimum Housing in Process	171	99	102	118	121								122
2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$10	\$13	\$3	\$5	\$5	\$2	\$5	\$6	\$3	\$5	\$12	\$6	\$6
Residential (thousands)	\$848	\$518	\$1345	\$786	\$1389	\$1589	\$1000	\$1734	\$120	\$207	\$246	\$807	\$882
Miscellaneous**(millions)	\$2	\$2	\$2	\$3	\$2	\$1	\$2	\$2	\$1	\$1	\$2	\$1	\$2
Permit Fees (thousands)	\$31	\$33	\$30	\$31	\$48	\$51	\$65	\$60	\$21	\$41	\$49	\$21	\$40
Inspections (total)	524	539	544	564	582	692	675	659	345	589	516	373	550
Permits Issued (total)	258	263	284	295	418	351	344	373	279	326	258	226	306
Plan Reviews Completed	75	41	52	74	85	39	42	67	51	85	39	50	58
Minimum Housing in Process	163	163	143	152	152	152	161	161	161	161	163	171	159

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

- Staff continued to work through TIGER VIII developments including the finalization of the plans with TA Loving, budget and cost estimates.
- Staff met with (or conversed by email/phone) 13 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Over the past month, staff visited current downtown businesses 24 different times.
- Julie continued to work on the City's strategic plan.
- Staff worked on the Wayfinding Signage Bid Package related to the TIGER grant.
- Staff helped facilitate and participate in several neighborhood plan meetings.
- Staff facilitated and attended a Union Station Adaptive Reuse Steering Committee meeting on May 7th.
- Scott attended the Regional Main Street Training on May 10th in Kinston, NC.
- Erin attended a Festivals meeting with several departments within the City at the W.A Foster Center on May 16th.
- Staff attended the Friends of Seymour Gala on May 16th.
- Staff hosted the NC Main Street staff for an Accreditation visit on May 28th.
- Julie worked to assure the continuation of the NC Historic Preservation Tax Credit program throughout the month, including participation in NCDDA's Downtown Day in Raleigh, May 20th and sending emails to all of the House and Senate members.
- Staff continues to work in partnership with the Chamber, Small Business Center and Small Business & Industry Center to develop a program to cultivate and assist entrepreneurs. More on this to come.

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

- Staff created ads for Go, Buzz, 107.9, digital billboards and News-Argus for upcoming downtown events.
- Staff attended multiple Merchants Association meetings throughout the month.
- Staff hosted the Small Business Center in Downtown event on the first Monday of the month.
- Staff help to facilitate and attended several Streetscape meetings throughout the month.
- Staff attended the City Manager's Welcome Reception on May 8th.
- Staff attended Grow Goldsboro's Planning Meeting on May 13th and May 20th.
- Scott attended the Military Affairs Committee Social on May 14th.
- Scott attended the Merchant's Association meeting on May 21st.
- Scott attended a meeting with SCORE of Raleigh to initiate LAUNCH in Downtown Goldsboro on May 29th.
- Erin attended the Newcomer's Orientation at SJAFB on May 21st.
- Staff finalized work with Business View Magazine to complete feature story of Goldsboro.
- Staff worked on 2019-20 City Budget preparations.
- Staff met with Preservation NC to discuss several projects.
- Staff conducted site visits of two buildings that will likely require staff involvement to save. Options are being considered.
- Staff worked with Public Art Consultant to issue the annual national Call For Artist solicitation and advertised the availability of applications to serve on the 2019-20 Public Art Steering Committee.
- Staff hosted a contingency from Self-Help, a non-profit lending institution out of Durham, NC with past partnership experience here to explore new partnership opportunities. They are interested in mixed-commercial use projects.
- Staff worked to secure a relationship with UNC's based NC GROWTH that will lead to a feasibility study to research an incubator type facility for downtown. Think entrepreneurial space, co-working space, business incubator. More to come.
- Staff is in the process of conducting a brewery feasibility study.
- Scott attended the NC Main Street training workshop for Economic Vitality.

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

- Staff facilitated and attended the following monthly meetings: DGDC Board (05/15), DGDC Executive Committee (05/08), DGDC Design (05/14), DGDC EV (05/14), DGDC Promotions (05/14) and Org. Work Plan (05/14).
- Staff assisted the DGDC with their work on the 2019 Annual Sponsorship Campaign.
- Staff helped assist the DGDC with 10 DGDC boardroom rentals throughout the month.
- Staff worked with committees on the 2019 Work Plan development.
- Staff facilitated and hosted Center Street Jam on May 16th.
- Staff facilitated and hosted Center Street Jam Military Appreciation Night on May 30th.

Upcoming Events/Activities:

- Center Street Jam with Spare Change on June 13th
- Sprinkler Fun Days begin on June 13th and continue every Thursday until August 15th
- Center Street Jam with The Lilly Brothers on June 27th

Businesses Opening/Properties Purchased:

- Thee Hair Affair Beauty Supply opened up at 117 S Center St on May 20th
- Cry Freedom Missions will hold its grand opening on June 13th at 101 N Center St

Other:

- Downtown Goldsboro's Facebook page followers/likes grew from 10,465 to 10,629 in the month of May.

Information Technology

Monthly Report – May 2019

Prepared by: Patricia Wischmann

- Continued training departments on how to use and add to “Chat Bot” and expanding its capabilities.
- Attended North Carolina Local Government Information Systems Association (NCLGISA) Spring Conference.
- Presented at NCLGISA Spring Conference. Topic was automated ChatBot and SMS based communications and how it can interact with staff and the public.
- Upgraded GETAC Server for Body-Work Cameras and the Digital Video Recording System for the police fleet.
- Completed migration of data and cases for Code Enforcement from Energov Desktop to Energov Enterprise.
- Installed and configured multiple network devices improve City network infrastructure.
- Upgraded Firewall for all City Internet traffic to increase security and monitoring capabilities.
- Performed Drone flight for Paramount and Bryan Multi-sports Complex to update City images.
- Performed Drone flight for an active police investigation to locate subject in a live foot chase.

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	662	536	546	519	540								561
Tickets Closed	551	467	575	429	496								504

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

Monthly Highlights

D&C: Responded to 17 after hour calls for a total of 28.5 hours. May 12th began flushing hydrants at night.

Streets & Storms: Regraded seven unpaved streets (Olivia St., Tarboro St., Basil St., Mimosa St., Carol St., Davis St., & Barrow St.); Repaired five storm drain cave-ins and swiped five residential ditches; Jet-Vaced 2498 linear ft of stormdrain pipe and vacuumed/cleaned 12 catch basins; Assisted Parks and Rec. Department with hauling 750 cyds of fill dirt to H.V Brown and North End parks;; Responded to four downed trees in roadway; Replaced 23 feet of curb and gutter, replaced two small driveway aprons, replaced 225 L.F. of sidewalk; Began demolition of Center Street for Streetscape project

Bldg. & Grounds: Assisted three Center Street jam events an one community event at Neuse Correctional. Installed banners for Dillard Goldsboro Homecoming; Installed American Flag banners; Rebuilt water fountain at City Hall and assisted Engineering with multiple traffic signal repairs. Performed 28 LED light conversions at WRF. Installed new internet Access Point for Fire Station 1.

Departments		2019												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	8.7	8.0	9.8	13.5	11.6								10.3
	Lines Camera'd (1000-ft)	10.8	11.3	9.8	8.6	11.9								10.5
	Water Repairs	27	20	16	28	19								22.0
	Sewer Repairs	31	7	9	34	10								18.2
	Hydrants Replaced/Fixed	37	16	19	10	16								19.6
	Meter Install/Changed	102	63	56	47	54								64.4
Bldg & Grounds Maint.	Radio, Electrical, Bldg	260	219	202	193	333								241.4
	Sign Repairs	48	72	48	29	32								45.8
	ROW Mowing (ac)	10	0	0	70	83								32.6
	City-Owned Lots Mowing (ac)	0	0	0	81	75								31.2
Garage	Total Work Orders	365	309	276	316	255								304.2
	Total Fuel Cost (x1000)	\$ 61	\$ 53	\$ 55	\$ 64	\$ 56								57.8
Solid Waste	Refuse (x1000 tons)	1.0	0.7	0.8	0.9	0.9								0.9
	Recyclables (tons)	13	78	83	87	95								71.3
	Leaf-n-Limbs (x1000 tons)	0.8	0.6	0.7	0.7	0.9								0.7
Cemetery Funerals		4	4	7	5	6								5.2
Street & Storm	Utility Cut Repairs	15	12	10	11	9								11.4
	Pot Hole Repairs	56	49	52	18	15								38.0
	Streets Swept (miles)	110	143	135	16	103								101.4
2018														
Distribution & Collections	Utility Line Maint (1000-ft)	7.4	2.9	4.0	24.0	19.0	26.3	27.5	13.2	12.8	14.7	6.8	2.7	13.4
	Lines Camera'd (1000-ft)	5.1	3.3	4.6	9.5	12.5	10.3	9.3	13.2	7.3	15.5	7.7	10.8	9.1
	Water Repairs	87	25	25	45	47	64	71	34	21	27	52	14	42.7
	Sewer Repairs	4	14	9	12	20	13	17	14	8	22	6	5	12.0
	Hydrants Replaced/Fixed	3	32	38	45	42	23	30	26	32	9	12	10	25.2
	Meter Install/Changed	25	32	28	36	49	76	60	61	87	78	66	54	54.3
Bldg Maint.	Radio, Electrical, Bldg	225	195	167	224	268	204	158	150	127	204	206	171	191.6
	Sign Repairs	43	72	51	70	13	77	36	61	28	89	52	16	50.7
Garage	Total Work Orders	360	341	322	366	337	316	299	362	313	456	277	277	335.5
	Total Fuel Cost (x1000)	\$ 55	\$ 47	\$ 55	\$ 55	\$ 60	\$ 60	\$ 60	\$ 70	\$ 52	\$ 71	\$ 52	\$ 49	57.2
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.8	0.9	1.0	0.9	0.9	1.0	0.9	1.0	0.8	1.0	0.9
	Recyclables (tons)	102	107	82	101	59	93	79	94	111	0	0	0	68.9
	Leaf-n-Limbs (x1000 tons)	0.5	0.7	0.8	1.1	0.8	0.9	0.9	0.8	2.0	2.0	0.9	1.1	1.0
Cemetery Funerals		8	9	6	8	5	6	6	6	7	10	3	7	6.8
Streets & Stormwater	Utility Cut Repairs	0	14	10	12	30	37	23	11	4	32	12	8	16.1
	Pot Hole Repairs	45	82	50	20	45	25	61	43	14	43	18	63	42.4
	Streets Swept (miles)	82.5	229	171	229	197	143	192	145	198	170	135	110	166.8
	ROW Mowing (ac)	0	0	3	8.0	68.9	167.0	16.6	29.0	48.0	59.1	6.5	0	33.8
	City-Owned Lots Mowing	0	0	0	135	318	410	159	187	110	85	54	15	122.8

Public Utilities Department

Monthly Report- May 2019

Prepared by: Michael Wagner



Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for May were 7.84 MGD. There was a violation for exceeding the effluent limit for CBOD. Our limit is a 4.0 mg/l and we averaged a 4.29 mg/l for the month. Concentrated industrial flows and the failure of the U.V. system contributed to this exceedance. High flows continue to be a concern with compliance and future infrastructure needs. The river has dropped, but the average flows for 2019 added to 1.2 MGD in obligated flow not yet tributary, puts the collections system at 85%. All of the city's 26 pump stations are operating well.

Water Treatment Plant

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

Compost Facility

Five hundred and three cubic yards of compost/mulch was sold in May 2019.

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

2019 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.206	6.053	6.016	6.175	7.237								6.337
Sewer**	11.66	11.76	12.22	11.01	7.84								10.89
CY Compost	52	319	390	552	503								363

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

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

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

Finance Department
Monthly Report - May 2019

Prepared by: Andrea Thompson, Assistant Finance Director

FY 2018-19

GENERAL FUND

		Actual	Adjusted Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
Revenues					
	Tax Revenues	\$ 15,296,169	\$ 16,432,843	\$ 15,816,472	96.25%
	License & Permits	288,814	382,650	357,813	93.51%
	Revenue Other Agencies	18,925,710	19,580,576	15,705,768	80.21%
	Charges for Services	3,828,972	10,992,084	6,522,150	59.33%
	Capital Returns	246,515	1,165,984	1,103,148	94.61%
	Miscellaneous Revenues	236,344	301,500	236,968	78.60%
	FB Withdrawal/PO Appropriation		3,504,413		
	Total	\$ 38,822,524	\$ 52,360,050	\$ 39,742,320	75.90%
		Actual	Adjusted Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
Departmental Expenditures					
	Mayor/Council	\$ 329,955	\$ 364,275	\$ 314,394	86.31%
	City Manager	670,630	1,504,315	805,998	53.58%
	Human Resources Management	501,736	596,154	543,265	91.13%
	Community Relations	140,737	161,085	161,060	99.98%
	Paramount Theater	371,875	508,333	483,193	95.05%
	Goldsboro Event Center	112,675	165,061	115,132	69.75%
	Inspections	793,710	831,196	583,016	70.14%
	Downtown Development	270,669	459,764	313,192	68.12%
	Information Technology	1,073,492	2,161,817	1,981,233	91.65%
	Public Works - Adm.	333,647	473,747	425,476	89.81%
	Garage	1,740,204	2,308,330	2,081,703	90.18%
	Garage Credits	(912,383)	(1,680,000)	(1,207,535)	71.88%
	Building & Grounds	467,613	878,779	674,746	76.78%
	Cemetery	262,294	329,995	279,044	84.56%
	Finance	1,098,061	1,312,841	1,188,126	90.50%
	Office Supplies Credits	(5,341)	(9,000)	(5,021)	55.79%
	Planning & Redevelopment	873,421	1,530,223	947,888	61.94%
	Postage Credits	(15,998)	(30,000)	(11,911)	39.70%
	Streets & Storms - General	1,311,941	1,130,103	985,164	87.17%
	Streets & Storms - Utilities	451,475	732,507	500,782	68.37%
	Street Paving	150,804	0	0	0.00%
	Solid Waste	2,438,696	3,562,294	2,752,135	77.26%
	Engineering	819,034	992,718	824,820	83.09%
	Fire Department	6,605,620	6,317,039	5,728,432	90.68%
	Police Department	7,699,382	15,617,531	11,041,463	70.70%
	Special Expense Fees	8,413,349	6,270,001	6,266,156	99.94%
	Parks & Recreation	2,764,732	4,844,104	3,348,640	69.13%
	Golf Course	567,024	1,026,839	880,672	85.77%
	Total	\$ 39,329,054	\$ 52,360,049	\$ 42,001,263	80.22%

UTILITY FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Charges for Services		\$ 13,099,486	\$ 16,778,500	\$ 14,496,711	86.40%
	Capital Returns		30,270	37,900	86,153	227.32%
	Miscellaneous Revenues		2,465,240	6,254,086	3,715,692	59.41%
	FB Withdrawal/PO Appropriation		\$ -	\$ 2,721,477		0.00%
	Total		\$ 15,594,996	\$ 25,791,963	\$ 18,298,556	70.95%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Collected
	Distribution & Collections		\$ 2,976,403	\$ 3,600,782	\$ 2,367,507	65.75%
	Water Treatment Plant		3,797,219	6,035,271	4,732,614	78.42%
	Water Reclamation Plant		5,501,738	7,457,465	6,797,660	91.15%
	UF - Capital		3,344,664	7,565,942	3,862,934	51.06%
	Compost Facility		687,678	1,132,503	1,017,698	89.86%
	Total		\$ 16,307,702	\$ 25,791,963	\$ 18,778,413	72.81%
DOWNTOWN DISTRICT FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Tax Revenues		\$ 66,177	\$ 72,155	\$ 71,905	99.65%
	Capital Revenue		404	315	1,139	361.63%
	FB Withdrawal/PO Appropriation			35,366		0.00%
	Total		66,581	107,836	73,044	67.74%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Spent
	Downtown District		\$ 38,259	\$ 107,836	\$ 45,870	42.54%
	Total		\$ 38,259	\$ 107,836	\$ 45,870	42.54%
OCCUPANCY TAX FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Occupancy Tax/Civic Center		\$ 509,605	\$ 690,000	\$ 646,182	93.65%
	Occupancy Tax/Travel & Tourism		129,489	170,000	171,822	101.07%
	County of Wayne Occupancy Tax		186,179	170,000	130,459	76.74%
	Capital Returns/Misc./Property Sale		\$ 7,244	\$ 8,958	\$ 72,648	0.00%
	FB Withdrawal/PO Appropriation			\$ 149,184		
	Total		\$ 832,517	\$ 1,188,142	\$ 1,021,111	85.94%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Collected
	Civic Center		\$ 1,210,795	\$ 818,261	\$ 830,790	101.53%
	Travel & Tourism		319,658	369,881	221,970	60.01%
	Total		\$ 1,530,453	\$ 1,188,142	\$ 1,052,760	88.61%

STORMWATER FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Stormwater Fee		\$ 474,976	\$ 1,512,900	\$ 1,376,094	90.96%
	FB Withdrawal/PO Appropriation			10,861		
	Total		474,976	1,523,761	1,376,094	90.31%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Spent
	Stormwater Division		\$ 418,020	\$ 1,523,761	\$ 925,474	60.74%
	Total		\$ 418,020	\$ 1,523,761	\$ 925,474	60.74%

PLANNING DEPARTMENT
MONTHLY REPORT – May 2019
Prepared by: Debra Creighton

General Tasks

During the month of May, the Planning staff reviewed and signed off on all commercial and residential building and sign permits. Staff continues to prepare for upcoming meetings and has overseen contracted projects for the MTP Update, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. Code Enforcement is now issuing \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City. During the month of May, ten (10) tickets were issued.

Parked in Wrong Direction	7
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	2
Other (Bus Loading Zone, Crosswalk, Sidewalk)	1

2019

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	3	6	6	5	5								25	5
Historic District Comm. Cases	0/1	0/1	2/1	1/1	1/3								4/2	1/1
Code Enforcement														
Grass Cutting	0	0	0	0	\$2,630								\$2,630	\$526
Junk Vehicles Tagged/Towed	4	4	3	20/4	30/5								61/9	12/2
Illegal Signs Removed	444	79	30	197	20								770	154
Bags of Litter Picked Up	388	551	602	555	522								2618	524

2018

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	5	6	5	3	7	4	7	7	8	4	5	3	64	6
Historic District Comm. Cases	2/1	2/1	1/1	1/0	0/2	2/0	1/2	1/2	1/2	0/0	1/1	0/0	12/12	1/1
Code Enforcement														
Grass Cutting	0	0	0	0	102/ \$6,100	69/ \$4,540	65/ \$3,77	79/ \$4,40	0/3	74/ \$4,377	0	0	483/ \$28,78	80/ \$4,797
Junk Vehicles Tagged/Towed	30/1	22/2	23/3	16/5	21/3	20/5	18/3	0/0	35	18/0	0/28	2/4	170/31	15/3
Illegal Signs Removed	130	127	110	56	85	92	61	62	297	103	336	42	1239	103
Bags of Litter Picked Up	331	473	583	316	552	437	319	394	321	399	283	173	4557	379

**ENGINEERING DEPARTMENT
MONTHLY REPORT – MAY 2019**

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

Stoney Creek Greenway

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

Phase IV Sewer Collection Rehabilitation

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

Center/Holly Street Water Tank Painting

- Contractor started blasting procedures on May 14, 2019;
- Additional work added by Change Order No. 1 for installing davit arm manway and removal of internal spider rods and the center hub increased the contract time to October 21, 2019.

SJAFB Sewer Outfall Improvements

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

2019 Infrastructure Recovery (Goldenleaf Foundation)

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

2018 Street Improvement Project

- This paving project includes Oak Hill Drive from North Berkeley Boulevard to Green Drive and East Chestnut Street from South Slocumb Street to South Leslie Street;
- Bid opening scheduled for June 5, 2019.

2018 Street Resurfacing

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

2018 Wastewater Collection System Rehabilitation Project

- Additional work added by Change Order No. 1 is underway;
- The amended contract completion date is November 1, 2019.

2018 Virginia Street Storm Sewer Improvements

- On March 18 City Council rejected all bids;
- City Council requested staff to look into the purchase of the two properties affected.

Ash Street/Alabama Avenue Sidewalk

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

Best Management Practices (BMPs) Inspections

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

Goldsboro Fire Department

Monthly Report – May 2019

Report Prepared By: Joseph Dixon JD/CL

Fire Prevention and Outreach

- 5/1, 5/15 – Community Service – Car Seat Check – Station 2
- 5/2, 5/16, 5/30 – Community Service – Center Street Jam
- 5/4 – Public Education – Wayne County Museum
- 5/4 – Community Service – GFD Retiree Breakfast
- 5/4 – Public Education – Kid Fest – AMF Boulevard Lanes
- 5/4 – Public Education – Career Fair - Bison Fest at Wayne Community College
- 5/8 – Community Service – Law Enforcement Memorial Service
- 5/13 – Community Service – Reading Program- Meadow Lane and Carver Heights Elementary Schools
- 5/15 – Public Education – Career Fair – Goldsboro Event Center
- 5/17 – Public Education – Happy Days Day Care-Preschool
- 5/21 – Public Education – GFD Open House – Station 1
- 5/23 – Community Service – Ride for the Wall

Working Structure Fires

- 5/13 – 2011 Azalea Dr
- 5/13 - 207 Shaw Ct

Working Vehicle Fires

- 5/4 – 1324 W Grantham St
- 5/9 – E Ash St & N Audubon Ave
- 5/10 – E US 70 HWY & N Berkeley Blvd
- 5/22 – N George St & A St
- 5/26 – 312 W Pine St
- 5/31 – 1509 E Ash St

	<u>2019</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>
Total Incidents:	196	191	203	209	241									208
Structure Fires:	5	3	2	4	1									3
EMS Calls:	72	84	79	76	76									77
Vehicle Accidents:	27	30	40	33	39									34
Fire Alarms:	33	33	29	40	54									38
Other:	59	41	53	56	71									56
Training Hours:	3122	3211	3263	1804	2128									2706
Safety Car Seat Checks:	3	8	5	4	5									5
Inspections:	94	86	123	118	113									107
	<u>2018</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>Jun.</u>	<u>Jul.</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Avg.</u>
Total Incidents:	234	165	196	197	222	182	195	229	375	223	205	197		218
Structure Fires:	3	6	2	2	6	2	1	2	4	4	2	3		3
EMS Calls:	63	52	63	68	89	69	71	87	138	79	87	69		78
Vehicle Accidents:	49	22	39	27	38	34	38	31	36	34	41	29		35
Fire Alarms:	49	34	44	35	38	38	47	59	80	50	35	45		46
Other:	70	51	48	65	51	39	38	50	117	56	40	51		56
Training Hours:	2683	2871	2149	2172	1962	1878	2776	3228	1465	1909	2138	1163		2199
Safety Car Seat Checks:	2	10	10	9	10	4	3	8	3	11	6	11		7
Inspections:	52	67	68	95	102	106	99	142	64	19	69	65		79

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

Goldsboro Police Department

Monthly Report - May 2019

Report Prepared by: Michael D. West MDW/KB

Total IBR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft, arson and fraud) for May 2019 were 214 compared to 232 for April 2019.

Property with an estimated value of \$199,986 was reported stolen while property with an estimated value of \$97,160 was recovered.

Officers arrested 158 people and 513 citations were issued during the month. There were 46 drug -related charges.

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

Revenue collected for May 2019 included:

Police Reports	\$ 230.00
Fingerprints	\$ 70.00
Special Events	\$ 50.00
Total	\$ 350.00

IBR COMPARISON & TREND															
	2019	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE															
Homicide		0	0	0	0	0								0	0.0
Rape(&attempts)		1	0	0	2	1								4	0.8
Robbery		6	4	5	4	5								24	4.8
Aggravated Assault		7	8	10	5	15								45	9.0
Simple Assault		30	30	36	24	29								149	29.8
Breaking & Entering		33	31	24	35	35								158	31.6
Larceny		157	92	104	135	99								587	117.4
Motor Vehicle Theft		7	9	11	8	5								40	8.0
Arson		0	1	0	0	0								1	0.2
Fraud		24	37	35	19	25								140	28.0
TOTALS		265	212	225	232	214	0	0	0	0	0	0	0	1148	229.6
2018															
	2018	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE															
Homicide		0	0	0	0	0	0	0	0	2	1	0	0	3	0.3
Rape(&attempts)		2	1	0	2	1	0	2	0	2	0	0	0	10	0.8
Robbery		1	10	7	5	4	6	6	5	2	2	3	8	59	4.9
Aggravated Assault		6	12	11	13	15	13	17	9	17	12	7	11	143	11.9
Simple Assault		34	29	55	34	32	32	24	46	43	25	24	41	419	34.9
Breaking & Entering		40	27	23	31	37	41	36	27	30	31	35	39	397	33.1
Larceny		129	115	126	134	132	121	127	110	107	96	108	142	1447	120.6
Motor Vehicle Theft		7	4	7	7	7	5	6	11	6	12	13	8	93	7.8
Arson		0	2	0	0	0	1	1	1	0	3	0	2	10	0.8
Fraud		46	33	22	34	42	38	42	35	25	34	23	34	408	34.0
TOTALS		265	233	251	260	270	257	261	244	234	216	213	285	2989	249.1

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

The Bryan Multi-Sports Complex held the 2019 Kepner Cup soccer tournament that brought around 4000 spectators and participants.

[illegible]



Travel & Tourism Department Monthly Report – May 2019

Prepared by: Ashlin Glatthar

- ♣ 672 inquiries were fulfilled for the month of May by the TTO— 140 incoming phone calls, 45 visitors to the office, and 587 e-inquiries.
- ♣ Total hotel revenue generated in April was \$2,290,312, which is up 35.5% YOY. May revenue not yet released.
- ♣ For the month, TTO Facebook page had 361 new page likes. Instagram page has 50 new followers. Twitter page gained 14 new followers.
- ♣ During the first week of May, TTO worked with the WOW 2019 team to distribute post event surveys and gather information for satisfaction, marketing performance, demographics of attendees, and economic impact. The survey participation allowed TTO to put together a comprehensive report with specific economic impact figures and enlightening information for the 2021 planning team. The press release was sent to the media on May 24th announcing a \$6.4 million economic impact on the local economy.
- ♣ TTO attended the all-day Leadership Training seminar on May 2nd at the Goldsboro Event Center.
- ♣ Ashlin continues to participate in the Strategic Planning Core Team meetings to implement the initiatives across the departments.
- ♣ Josie Jenkins began crafting the media plans for meetings, sports, and general brand campaign based on the tentative budgetary spend for advertising in FY 2019-20. The department will focus on group travel for sports and convention/meetings, as well as pushing another polished, positive marketing campaign to drive visitation to our market.
- ♣ TTO hosted a budget meeting between county and city finance departments to better understand the allocation and process of both entities occupancy tax collections and projections going into the new fiscal year.
- ♣ The week of May 13th, TTO received a phone call from the producers of the History Channel's TV Show, "It's How You Get There". Following the initial call, an interview was arranged between the two entities to discuss how Goldsboro-Wayne County would be a good fit for their Season 3. The show is rated #2 on Sunday night primetime, streamed on Amazon Prime, and reruns are featured on FYI Channel. TTO was invited to participate in their upcoming season, which requires a commitment of time in the form of manpower to collaborate the storyboard and a financial investment of \$40,000 as a production fee. Due to the show's viewership and coverage on three international networks, the earned media value of this investment is approximately \$4 million.
- ♣ Goldsboro hosted another successful NCYSA Kepner Cup on the weekend of May 4th attracting 64 teams and approximately 2,500 visitors to our city, which translated into an estimated 315 room nights.
- ♣ On May 14, Ashlin met with Mark Pope, Director for Wayne County Development Alliance, about working together for the Maxwell Center Hotel solicitation efforts. He offered to send the project materials and information to his contacts, as well as possibly schedule a FAM tour for investor/developers in the fall if more interest needs to be generated.
- ♣ TTO arranged and hosted a meeting on May 15th at the tourism offices to discuss the future of the Mountains-to-Sea Trail. Those who attended the meeting were the directors for Goldsboro Parks & Rec and Planning Department, as well as representatives from NC State Parks and Friends of the MST organization. We met to bring everyone up to speed as to how we progress the land route through Goldsboro-Wayne County. As our city's planning department moves forward with updating its long-term transportation plan, it's a critical time to make sure the MST is included in that plan. TTO will follow up with Parks & Rec and planning in June to discuss next steps to ensure progress.
- ♣ Ashlin met with the new City Manager on May 23 to discuss department mission and focus areas moving forward.
- ♣ The last week of May, TTO participated in the proposal presentation by an interested hotel investor and developer for the available property next to the Maxwell Center. The proposed project plan is under review by the city and county.

Occupancy Tax Collections YTD

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2018-19	\$76,448	\$71,981	\$72,429	\$89,311	\$85,534	\$49,108	\$104,633	\$73,949	\$59,855	\$98,520	\$86,921		\$781,768	\$78,972
2017-18	\$81,794	\$70,849	\$71,323	\$66,920	\$68,268	\$60,726	\$43,748	\$51,800	\$53,393	\$68,272	\$69,725	\$78,449	\$785,269	\$65,439
2016-17	\$69,073	\$77,434	\$67,869	\$58,613	\$86,744	\$87,662	\$63,904	\$60,529	\$75,368	\$68,577	\$64,312	\$64,218	\$844,303	\$70,359

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

- SUBJECT:** Contract Award for Phase II of the Design-Build Services for the Construction of Center Street Streetscape Phase III Project (Formal Bid #2018-001).
- BACKGROUND:** The City of Goldsboro was awarded a 2016 Transportation Investment Generating Economic Recovery (TIGER) VIII grant to fund multiple projects, including the next and last phase of the Center Street Streetscape, Cornerstone Commons, Wayfinding Signage Fabrication and Installation and the Construction of a GWTA Concourse. Per recommendations by US Department of Transportation (DOT) and the Federal Transit Administration (FTA), The Hub (formerly known as Cornerstone Commons) project has been embedded into the Center Street project and is thus now combined and considered one project, titled Center Street Streetscape Project Phase III.
- The City received Pre-Award Authority notice by USDOT/FTA on January 9, 2018 permitting us to move forward with the revised Center Street Streetscape project and the Wayfinding Signage project. USDOT and FTA recommended utilization of a Design-Build approach for the Center Street Streetscape project for multiple reasons regarding efficiencies, participation interests and budgeting benefits.
- An RFQ for Design-Build Services was released January 16, 2018 with a due date of February 16, 2018. The City received three responses to the RFQ. A selection committee of city staff reviewed the submittals per an evaluation form and opted to invite all three teams to interview. The selection committee evaluated each of the teams during the interviews via an individual form and then, afterwards, discussed their scores to create a form that provided an average final score for each team. The team to receive the highest total score was led by TA Loving Construction Company and included The Wooten Company, Rivers & Allison Platt and HH Architecture.
- Upon negotiations with the TA Loving team regarding fees, budget, schedule and scope of services, a contract was authorized by City Council for execution at the May 5, 2018 Council meeting with a scope that consisted of Architectural & Engineering Services, Preconstruction Services and Subsurface Exploration at a cost of \$477,375.00.
- For the past year, we have worked with the TA Loving team through the design, materials, and engineering logistics that have resulted in plans and cost estimates. This process has made us prepared for Phase II, Construction, of this project and its contractual relationship with the TA Loving team.

The total estimated cost is \$5,900,651, including the Phase I, Design Services cost at \$477,375.00 that was approved last year. The TIGER VIII grant budget has \$5,705,750 allocated to The Hub and Center Street Streetscape portions of the total grant project. The total estimated cost does not include the splash pad and fireplace amenities as USDOT decided they were ineligible for TIGER grant funding. The covered shelter/stage is not in the current Construction Phase contract scope since its inclusion made the project significantly over budget and would therefore stall us from moving forward. USDOT would not allow us to exclude any portions of the grant scope, other than the stage/shelter, to offset the difference between the budget and the cost. The stage/shelter was permitted to be removed from the scope since they deemed it to be the least transit oriented portion of the project. Staff is working to identify alternative ways to support the stage/shelter, splash pad and fireplace amenities and intends to have them built before The Hub construction is completed.

With the current estimate of \$5,900,651 for the Center Street Streetscape/Hub project and a budget of \$5,705,750, there is a shortfall of \$194,901 for this portion of the grant that we will have to address within the grant period scheduled to close out by June 2022. The Wayfinding Signage System bids came in under what we had allocated in the TIGER VIII budget. Thus, we plan to reallocate, at a minimum, \$130,000 of the Wayfinding project TIGER VIII budgeted monies into The Hub/Center Street Streetscape project budget. This reduces the current shortfall to \$64,901 that will be need to be addressed by June 2022.

Upon approval to execute the contract, TA Loving will begin construction. The City's Public Works staff began demolition of the project area the week of May 20, 2019.

Per the May 20, 2019 City Council meeting, the City Council authorized the appropriation of a TIGER Capital Projects budget amendment, thus no additional action is necessary.

RECOMMENDATION: It is recommended that the City Council:

Adopt the attached resolution authorizing the Mayor and City Clerk to execute contracts in the amount of \$5,423,276 with the TA Loving Company for the Center Street Streetscape Phase III Project to begin Phase II, Construction Services, of the two-phased project once finalized and our city attorney has approved.

Date: _____
Julie Metz, Downtown Development Director

Date: 6/25/19 _____
Tim Salmon, City Manager

RESOLUTION NO. 2019-55

A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF GOLDSBORO AND T. A. LOVING COMPANY FOR PHASE II, CONSTRUCTION OF THE TIGER VIII GRANT CENTER STREET STREETScape PROJECT

WHEREAS, the City of Goldsboro was awarded a 2016 TIGER VIII grant to fund multiple projects, including the next and last phase of the Center Street Streetscape, Cornerstone Commons, Wayfinding Signage Fabrication and Installation and the Construction of a GWTA Concourse; and

WHEREAS, per recommendations by USDOT and the Federal Transit Administration (FTA), The Hub (formerly known as Cornerstone Commons) project was embedded into the Center Street Streetscape project and is thus now combined and considered one project, titled Center Street Streetscape Project Phase III; and

WHEREAS, the TIGER VIII grant agreement was authorized by the City Council to execute with USDOT at the April 1, 2019 City Council meeting; and

WHEREAS, the Grant Agreement budgeted \$5,705,750 to the Center Street Streetscape Phase III project of which 73% (\$4,160,000) is to be funded by USDOT through reimbursement and the remainder, or 27% (\$1,545,751), is to be funded by the City, at a minimum, representing the majority of the total TIGER VIII grant budget of \$6,755,751; and

WHEREAS, an RFQ for Design-Build Services was released January 16, 2018 and the City received three responses to the RFQ; and

WHEREAS, a selection committee reviewed the submittals per an evaluation form and the team to receive the highest total score was the team led by TA Loving Construction Company, including The Wooten Company, Rivers & Allison Platt and HH Architecture; and

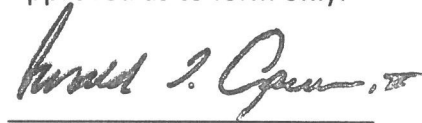
WHEREAS, upon negotiations regarding fees, budget, schedule and scope of services, a contract with T. A. Loving was authorized by City Council for execution at the May 5, 2018 Council meeting with a scope that consisted of Architectural & Engineering Services, Preconstruction Services and Subsurface Exploration at a cost of \$477,375.00; and

WHEREAS, since May 5, 2018 the city has worked with the T. A. Loving Company team through the design, materials, and engineering logistics that have resulted in plans and cost estimates and this process has made us prepared for Phase II, Construction, of this project and its contractual relationship with the TA Loving team.

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

1. The City of Goldsboro is authorizing the Mayor and City Clerk to execute contracts, once finalized and the City's attorney has approved, in the amount of \$5,423,276 with the T. A. Loving Company for the Center Street Streetscape Phase III Project to begin Phase II, Construction Services, of which the City is responsible for \$1,545,751.
2. This resolution shall be in full force and effect from and after the 17th day of June 2019.

Approved as to form only:



City Attorney

Reviewed by:



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 17, 2019 COUNCIL MEETING

SUBJECT: Budget Ordinance for Fiscal Year 2019-20

BACKGROUND: G.S. §159-13 requires that the governing board adopt a budget ordinance prior to July 1 to make appropriations and levy the taxes for the budget year. In specific, the Budget Ordinance establishes the property tax rate and any special taxes which may be levied during a fiscal year, such as the Special Downtown Municipal District Tax. The intention of a city to issue licenses upon businesses, trades and professions is also described within the contents of this document.

The major emphasis of a Budget Ordinance is to identify by fund the estimated revenues a municipality anticipates to collect during a fiscal year and to delineate by fund, department, and activity how these monies shall be appropriated. The Budget Ordinance may also describe any special authorizations granted to the Budget Officer.

DISCUSSION: Passage of the Budget Ordinance is an annual occurrence. No budget for the fiscal year can be implemented without the formal adoption of the provisions of this document. The Budget Ordinance reflects the decisions made by the City Council during its budget reviews and discussion. The Budget Ordinance assures compliance with all pertinent State Fiscal laws. It must show an exact balance between revenues and expenditures. If circumstances do not warrant the adoption of this document by the prescribed date, an interim budget must be approved by the governing body. The specific authorizations granted to the Budget Officer are the same as were delegated in Fiscal Year 2018-19 that relate to the reallocation of departmental appropriations, interdepartmental transfers, and inter-fund loans and transfers. Also, the Finance Director and Assistant Finance Director are authorized to sign all pre-audit certifications for budgetary appropriations as required by G.S. 159-28.

Council met with staff on several occasions to discuss the FY 2019-20 recommended budget. During those sessions, Council discussed holding the property tax rate, utility, stormwater and refuse fees at the same levels as adopted for FY2018-19 with the exception of a 10 percent increase in wholesale water rates.

As required by G.S. §159-11, the Budget Officer submitted to the governing board a balanced recommended budget with the required components on May 28, 2019, ahead of the June 1st deadline. The filing

of the recommended budget was also properly advertised in the Goldsboro-News Argus on the same date, and paper copies of the budget delivered to the City Clerk and to the Wayne County Public Library as well as made available online on the City's website. Further, the Board properly conducted a public hearing on June 3, 2019 at the 7:00 pm meeting. Finally, there has been at least 10 days between the presentation of the recommended budget (May 28th) and the tentative adoption of the budget ordinance (June 17th).

Summary of FY2019-20 Budget

General Fund	\$ 43,624,894
General Fund Capital Reserve	1,000
Stormwater Fund	1,366,249
Community Development	800
Utility Fund	17,207,328
Downtown Goldsboro Special District Fund	100,351
Occupancy Tax Fund	1,113,732
Total All Funds FY2019-20	<u>\$ 63,414,354</u>

Based on instruction provided by the Board on June 6th, staff will be directed to make changes to the budget as directed by the Board at the June 17th meeting. A published copy of the final adopted Budget Ordinance for FY2019-20 will be produced incorporating all changes as adopted by the Board within 5 days of ratification.

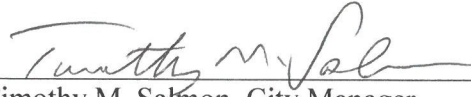
RECOMMENDATION: By motion, adopt the attached Budget Ordinance for the Fiscal Year 2019-20.

Date: 06/12/2019



Catherine F. Gwynn, Finance Director

Date: 6/25/19



Timothy M. Salmon, City Manager

ORDINANCE NO. 2019- 43

ANNUAL BUDGET ORDINANCE
FISCAL YEAR 2019-2020

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

Section 1. Summary

SUMMARY	REVENUES	APPROPRIATIONS
General Fund	\$ 43,395,311	\$ 43,395,311
General Fund Capital Reserve	1,000	1,000
Stormwater Fund	1,366,249	1,366,249
Community Development Fund	800	800
Utility Fund	17,207,328	17,207,328
Downtown Special District Fund	100,351	100,351
Occupancy Tax Fund	1,113,732	1,113,732
TOTAL BUDGET	\$ 63,184,771	\$ 63,184,771

Section 2. There is hereby levied the following rates of tax on each hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2019, for the purpose of raising revenue from current year's property tax to finance the appropriations following this Ordinance:

TOTAL RATE PER \$100 VALUATION \$.65

Such rates of tax are based on an estimated total assessed valuation of real property for the purpose of taxation of \$2,529,667,961 and an estimated rate of collection of 98.34%.

Section 2-A. An additional special tax of twenty-three and one-half cents (.235) per \$100 assessed valuation is hereby levied upon those properties within the Downtown Service District as defined in Resolution 1977-102.

TOTAL RATE PER \$100 VALUATION \$.235

Section 3. There is hereby levied and shall be collected for the Fiscal Year beginning July 1, 2019, and each year thereafter until amended or repealed, on every business, trade or profession enumerated in the North Carolina Revenue Act of 1939 as amended through 2017, the maximum allowed by said Act and the General Tax Ordinances of the City of Goldsboro. Nothing therein shall be construed to repeal any license tax heretofore levied by the City of Goldsboro and not enumerated in said Act nor prohibited by said Act.

Section 4. There is hereby levied a monthly refuse charge of \$22.00 against each residential customer and \$40.50 for each business customer located within the City of Goldsboro that utilizes a commercial roll out container service. A charge of \$5.50 per cubic yard per pick-up is hereby levied against each commercial refuse customer of the City of Goldsboro. All revenue collected through this source shall be deposited into the General Fund.

for small devices 2" or

Section 5. There is an annual customer protection fee of \$75.00 for devices less than 2" in diameter and \$90.00 for larger devices that are more than 2" in diameter. The fee is assessed to businesses that elect to have the City inspect their device on an annual basis.

Section 6. All uncollected taxes shall, when collected, be placed in the General Fund.

Section 7. There is hereby levied an annual vehicle licensing tax of \$10.00 per vehicle. This tax will be levied to all vehicles listed within the City limits of Goldsboro.

Section 8. All residential developed property within the city limits will be charged \$4.50 per month effective July 1, 2019. Single family residential units will be charged \$4.50 per month and multi-family and commercial properties will be billed based on their individual impervious area (ERU). The stormwater fee will be charged monthly on the utility bill.

Number of ERUs	Monthly Rate Per ERU
First 60 (Includes Residential)	\$ 4.50
61 to 100	\$ 3.00
101 to 150	\$ 2.00
Above 150	\$ 1.00

Section 9. The golf fees are as follows: (1) Cart Fees - \$13 per rental; (2) Regular Golf Membership - \$816 per year; (3) Senior Golf Membership - \$684 per year; and (4) Junior Golf Membership - \$684 per year.

Section 10. Utility Rates increase as follows:

- a) The industrial bulk monthly water rate for customers using one million, five hundred thousand (1,500,000) gallons and over per year inside the City, shall increase ten percent (10%) from two dollars and thirteen cents (\$2.13) per one thousand (1,000) gallons to two dollars and thirty four cents (\$2.34); and four dollars and twenty-five cents (\$4.25) per one hundred thousand (1,000) gallons for outside City customers. All customers shall be billed in ten (10) gallon increments. The new rates shall become effective with the July 1, 2019 billing.
- b) All other utility rates, fees and charges previously established are hereby levied and heretofore established, authorized and adopted by the City Council of the City of Goldsboro.

Section 11. All fees, permits, charges previously established are hereby levied at rates heretofore established, authorized and adopted by the City Council of the City of Goldsboro.

Section 12. The following is a schedule of the estimated revenues anticipated by the City of Goldsboro for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020.

FUND	REVENUE
<u>GENERAL FUND</u>	
Tax Revenues	16,924,894
Licenses and Permits	385,888
Revenue from Other Agencies	18,695,499
Charges for Services	4,974,549
Capital Investment Returns	1,199,692
Miscellaneous Revenues	490,322
Appropriated Fund Balance	724,467
TOTAL GENERAL FUND REVENUES	<u>43,395,311</u>
<u>GENERAL FUND CAPITAL RESERVE</u>	
Transfers In	1,000
Appropriated Fund Balance	-
TOTAL GENERAL FUND CAPITAL RESERVE REVENUES	<u>1,000</u>

FUND	REVENUE
<u>STORMWATER FUND</u>	
Charges for Services	1,366,249
Appropriated Fund Balance	-
TOTAL STORMWATER FUND REVENUES	1,366,249
<u>COMMUNITY DEVELOPMENT FUND</u>	
Capital Investment Returns	800
Appropriated Fund Balance	-
TOTAL COMMUNITY DEVELOPMENT FUND REVENUES	800
<u>UTILITY FUND</u>	
Revenue from Other Agencies	343,000
Charges for Services	16,439,755
Capital Investment Returns	123,548
Miscellaneous Revenues	301,025
Appropriated Fund Balance	-
TOTAL UTILITY FUND REVENUES	17,207,328
<u>DOWNTOWN SPECIAL TAX DISTRICT FUND</u>	
Tax Revenues	99,351
Capital Investment Returns	1,000
Appropriated Fund Balance	-
TOTAL DOWNTOWN SPECIAL TAX DISTRICT FUND REVENUES	100,351
<u>OCCUPANCY TAX FUND</u>	
Charges for Services	1,068,135
Capital Investment Returns	3,320
Miscellaneous Revenues	18,277
Appropriated Fund Balance	24,000
TOTAL OCCUPANCY TAX FUND REVENUES	1,113,732
TOTAL REVENUE APPROPRIATIONS	63,184,771

Section 13. There is hereby appropriated out of revenues of the City for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020 according to the following schedule:

FUND	EXPENDITURE APPROPRIATIONS
<u>GENERAL FUND</u>	
General Government	6,449,509
Transportation	1,877,498
Economic and Physical Development	2,786,190
Public Safety	18,904,967
Environmental Protection	3,645,612
Cultural and Recreational	4,679,531
Debt Service	5,051,004
Transfers	1,000
TOTAL GENERAL FUND EXPENDITURES	43,395,311
<u>GENERAL FUND CAPITAL RESERVE</u>	
Transfers to Fund Balance	1,000
TOTAL GENERAL FUND CAPITAL RESERVE EXPENDITURES	1,000
<u>STORMWATER FUND</u>	
Stormwater Operations	1,241,164
Debt Service	125,085
Transfers	-
TOTAL STORMWATER FUND EXPENDITURES	1,366,249
<u>COMMUNITY DEVELOPMENT FUND</u>	
Transfers to Fund Balance	800
TOTAL COMMUNITY DEVELOPMENT FUND EXPENDITURES	800
<u>UTILITY FUND</u>	
Operations and Maintenance	13,897,325
Debt Service	3,221,587
Transfers	88,416
TOTAL UTILITY FUND EXPENDITURES	17,207,328
<u>DOWNTOWN SPECIAL TAX DISTRICT</u>	
Downtown Development Operations	70,612
Transfers to Fund Balance	29,739
TOTAL DOWNTOWN SPECIAL TAX DISTRICT EXPENDITURES	100,351
<u>OCCUPANCY TAX FUND</u>	
Civic Center	352,454
Travel & Tourism	422,278
Debt Service	339,000
Transfers	-
TOTAL OCCUPANCY TAX FUND EXPENDITURES	1,113,732
TOTAL EXPENDITURE APPROPRIATIONS	63,184,771

Section 14. Special Authorization Budget Officer:

A. The Budget Officer or his/her designee shall be authorized to reallocate departmental appropriations among the various objects of expenditures.

B. The Budget Officer or his/her designee shall be authorized to effect interdepartmental transfers in the same fund not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. A report of all such transfers shall be made to the City Council in the month following such transfer.

C. The Budget Officer or his/her designee may make inter-fund loans for a period of not more than ninety (90) days.

D. Interfund transfers established in the budget document may be accomplished without recourse to the City Council.

E. Pre-audit certification shall be required for budgetary appropriations and signed by the finance director or assistant finance director approved for this purpose.

F. The Budget Officer shall not approve any change order to construction contracts in excess of \$10,000.00 per change order.

G. Salary Grades and Salary Ranges: The assignment of classes to salary grades and salary ranges are adopted herein by reference.

H. The City Manager is hereby authorized to increase the line item appropriation in the attached budget to cover those purchase orders which were issued prior to June 30, 2019, but not filled prior to that date, and is authorized to pay for all goods or services received pursuant to such purchase orders from all funds so appropriated. The City Manager shall report to the City Council all such purchase orders.

Section 15. Utilization of the Budget and the Budget Ordinance:

This Ordinance and Budget Document shall be the basis of the financial plan for the City of Goldsboro during the 2019-20 Fiscal Year. The Budget Officer shall administer the budget and he or she shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The Department of Finance shall establish records which are in consonance with the budget and this Ordinance and the appropriate Statutes of the State of North Carolina.

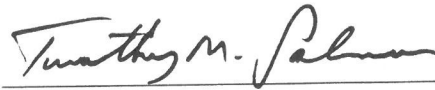
Section 16. The foregoing constitutes the Budget for the City of Goldsboro for the Fiscal Year beginning July 1, 2019, as adopted by the City Council on this 17th day of June, 2019.

Approved as to Form Only:

Reviewed By:

A handwritten signature in dark ink, appearing to read "Harold P. Green", written over a horizontal line.

City Attorney

A handwritten signature in dark ink, appearing to read "Timothy M. Palmer", written over a horizontal line.

City Manager