

AGENDA
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF GOLDSBORO
COUNCIL CHAMBERS – CITY HALL – 214 N. CENTER STREET
JUNE 16, 2014

(Please turn off, or mute, all cell phones and pagers upon entering the Council Chambers)

- I. WORK SESSION–5:00 P.M.–CITY HALL ADDITION, 200 N. CENTER ST., ROOM 206**
 - a. North Carolina’s Eastern Region Loans (City Manager)
- II. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER ST.**

Invocation & Pledge to the Flag
- III. ROLL CALL**
- IV. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)**
- V. PRESENTATIONS**

Goldsboro Youth Council Senior Recognition (Community Affairs)
- VI. PUBLIC HEARINGS**
 - A. CU-5-14 Willow Run Townhouses Phase IV and Phase V North and south sides of Taylor Street between Harris Street and Stephens Street (Planning)
 - B. Z-24-03 Norfam, LLC – West side of North Berkeley Boulevard between Cashwell Drive and Langston Drive (General Business Conditional District to Shopping Center) (Planning)

PLANNING COMMISSION EXCUSED
- VII. CONSENT AGENDA ITEMS**
 - C. Contiguous Annexation Petition – Provo Land Exchange (Wayne Preparatory Academy)– Southeast corner of Patetown Road and Tommy’s Road) (Planning)
 - D. US Dept. of Justice: Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program: Local Solicitation (Police)
 - E. Federal Property Forfeiture Program State Controlled Substance Tax Remittance (Police)
 - F. Authorizing Finance Director to Purchase from National Joint Powers Alliance (Finance)
 - G. Berkeley Boulevard Widening Project – Budget Amendment (Finance)
 - H. Amend Capital Projects Fund Ordinances- Sanitary Sewer Improvements and Street Improvements (Finance)
 - I. End of Fiscal Year 2013-14 Budget Amendment (Finance)
 - J. Disadvantaged Business Enterprise Policy (Finance)
 - K. Authorization of Construction Administration/Construction Observation Engineering Services with Schnabel Engineering for Corps Flood Control Structure Repair (Public Utilities)
 - L. Repairs to U. S. Army Corps of Engineers Flood Control Structure Bid Award (Public Utilities)
 - M. Monthly Departmental Reports
- VIII. ITEMS REQUIRING INDIVIDUAL ACTION**
 - N. Award of TIGER V Construction Projects (City Manager) *Additional information will be available on Monday
- IX. CITY MANAGER’S REPORT**
- X. CITY ATTORNEY’S REPORT AND RECOMMENDATIONS**
- XI. MAYOR AND COUNCILMEMBERS’ REPORTS AND RECOMMENDATIONS**
- XII. CLOSED SESSION**
- XIII. ADJOURN**

CITY OF GOLDSBORO

AGENDA MEMORANDUM

JUNE 16, 2014 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
CU-5-14 Willow Run Townhouses Phase IV and Phase V
North and south sides of Taylor Street between Harris
Street and Stephens Street

BACKGROUND: The applicant requests a Conditional Use Permit to
modify a previously-approved Planned Unit
Development (PUD).

Lot Width: 321.53 ft.
Average Depth: 624.54 ft.
Total Area: 207,220 sq. ft., or 4.757 acres
Zoning: R-9 Residential

The preliminary subdivision plat for Willow Run
Townhouses was approved on February 16, 1981. The
site was initially proposed to be developed in Two
Phases which were identified as Phase I and Phase II.
Subsequently, Phase II was divided into Phase II A and
II B.

On July 21, 1997, the City Council and Planning
Commission approved the Final Subdivision Plat for
Willow Run Phase III.

On March 9, 2001, the City of Goldsboro implemented
mandated Stormwater Management Guidelines for new
development in accordance with the Neuse River Basin-
Nutrient Sensitive Water management Strategy. As a
result, all previously approved development plans prior
to March 9, 2001 were vested in accordance with
G.S.153A-344.1 or G.S. 160A-385.1 or were no longer
valid. Based on this, the developer must submit a new
preliminary subdivision plat for this project to be
approved by the City Council and Planning Commission.

On May 1, 2006 the City Council approved a preliminary subdivision plat/site plan that consisted of 11 lots on the north side of Taylor Street (Private Drive) which was named Willow Run Phase IV. At that time, Phase V was considered open space area for Phase IV in order to meet stormwater requirements.

On May 7, 2007, the City Council approved a preliminary plat/site plan that consisted of 14 lots on the south side south side of Taylor Street (Private Drive) which was named Willow Run Phase V. As of today, no lots have been developed in Phase IV or V of Willow Run.

DISCUSSION:

The owner now proposes to develop Phase IV and V of Willow Run Townhouses. The submitted preliminary subdivision plat/site plan indicates a total of 25 lots on the north and south sides of Taylor Street (Private Street). Two existing curb cuts along Harris Street will provide access to the site.

The submitted plat has been revised to show raised patio's that are located approximately 1.34 ft. from the rear property line. The developer is requesting a modification of the rear yard setback from 25 ft. to 1.34 ft.

Open Space Proposed: 2.739 acres

Area in Lots: 1.286 acres

Area in Streets, Drives and Walks: 0.732 acres

Average Lot Area: 2,242 sq. ft.

Maximum Building Area: 2,239 sq. ft.

Five-foot wide sidewalks are required along the frontage of Taylor Street (Private Drive). Currently, no sidewalks have been installed within the previously developed phases of Willow Run Townhouse's. The developer is requesting a modification of the sidewalk requirement.

A total of 32 Laurel Oaks will be planted along Taylor Street in conjunction with Phase IV and V of Willow Run to meet the street tree requirement of the Unified Development Ordinance.

In addition, a modification of the minimum lot size for Planned Unit Development from 5 acres to 4.757 acres is requested. Also, a modification to waive the 10 ft. Class "A" buffer requirement along the rear and sides of the site which adjoins R-9 Residential property has been requested.

On April 6, 2006 a variance request to encroach into Zone 2 of the Neuse River Riparian Buffer Protection Area was submitted to the Division of Water Quality by the developers engineering firm. On August 1, 2006 the Division of Water Quality approved the above mentioned variance request to impact Zone 2 of the Riparian Buffer Area by 4,639 sq. ft. to construct Phase V of Willow Run Subdivision.

Stormwater calculations have been submitted and are currently being reviewed by the Engineering Department for compliance with stormwater regulations.

Declaration of Covenants for maintenance of the open space area by the homeowner's association must be submitted for the City Attorney's review and approval.

RECOMMENDATION: No action is necessary. The Planning Commission will have a recommendation for the Council's meeting on July 7, 2014.

Date: _____

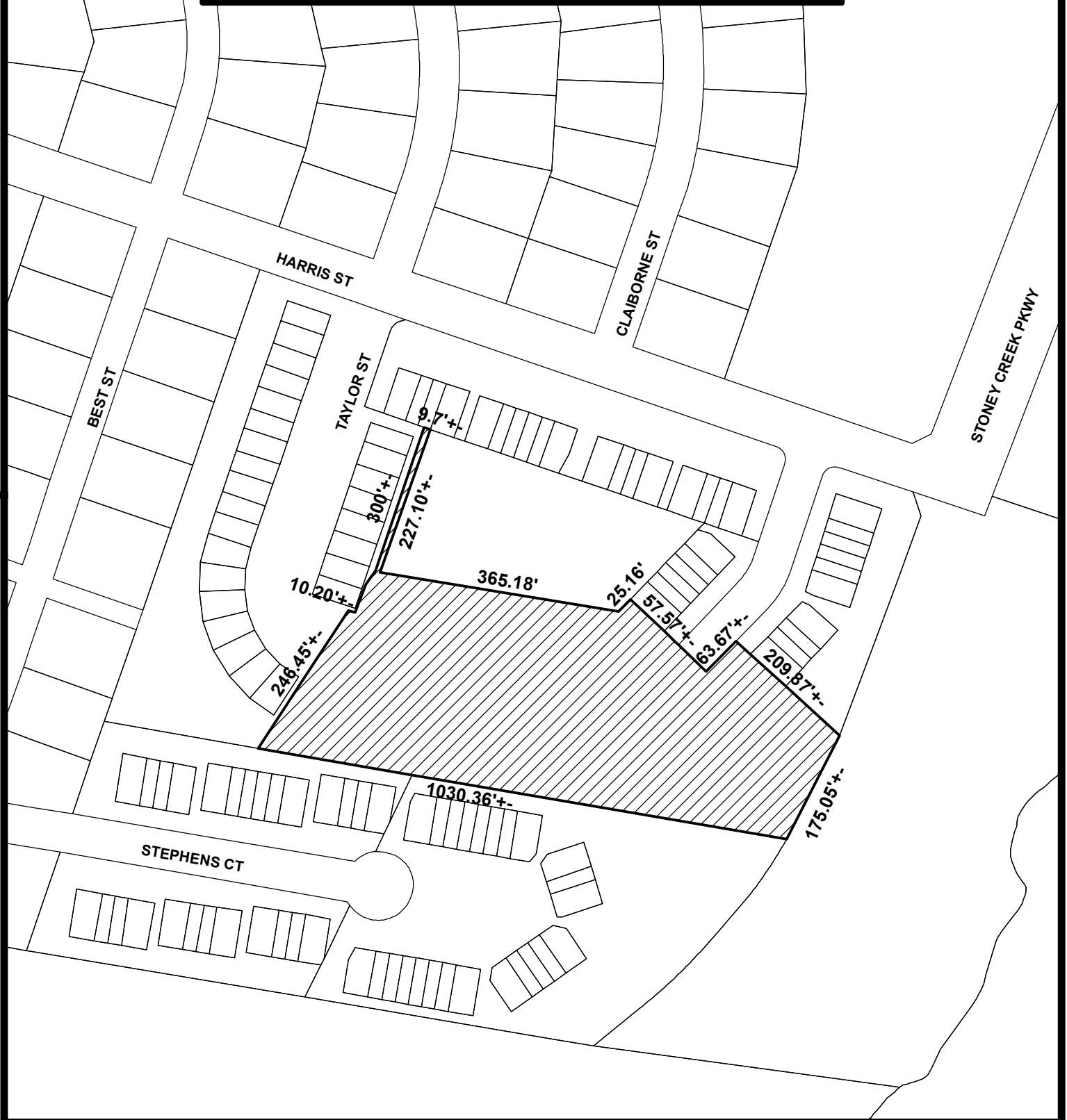
Planning Director

Date: _____

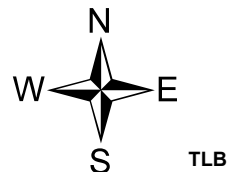
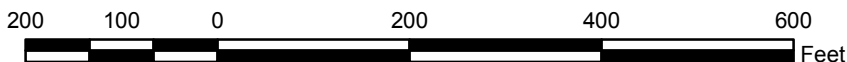
City Manager

CU-5-14

WILLOW RUN PHASE IV & V



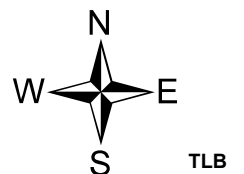
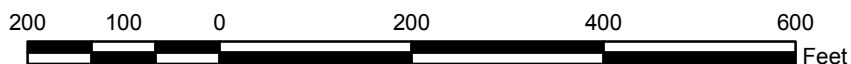
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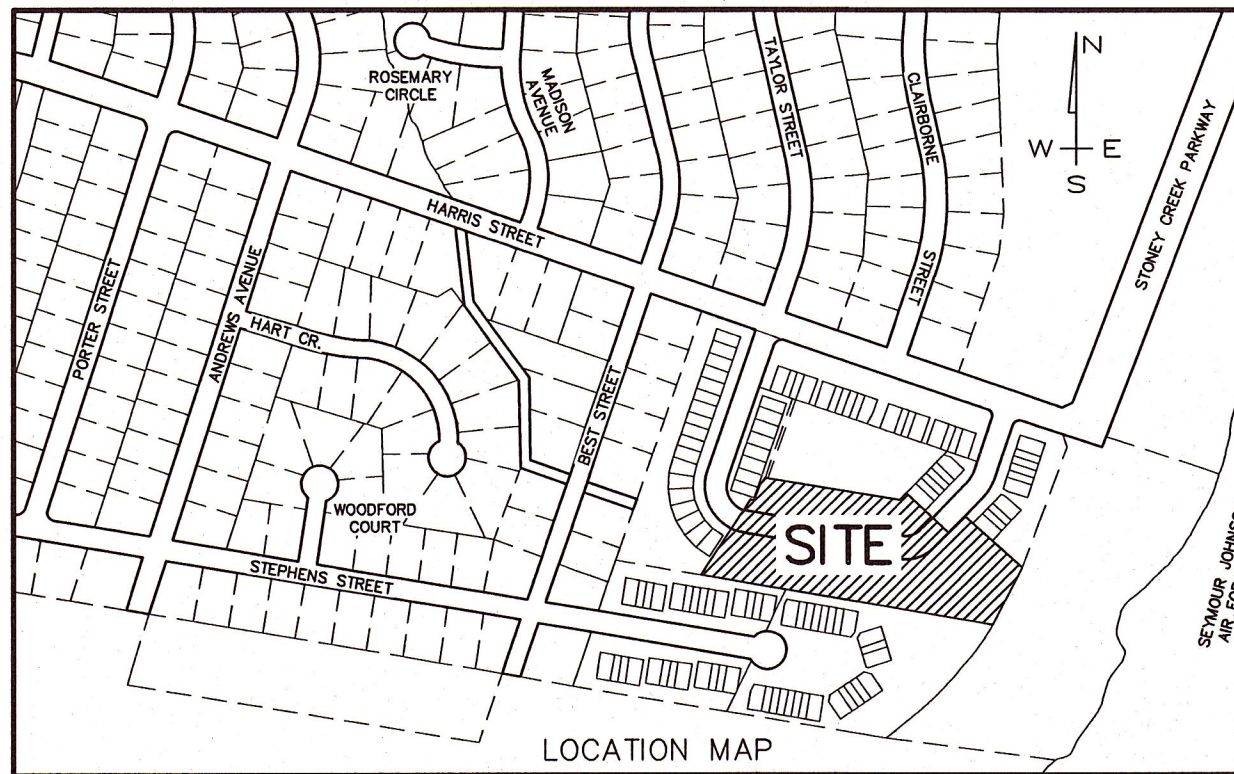


CU-5-14 WILLOW RUN PHASE IV & V



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PROPERTY ZONED R-9 (PUD)
(CITY OF GOLDSBORO)
MINIMUM SETBACK REQUIREMENTS
FRONT YARD - 30 FEET
REAR YARD - 25 FEET
SIDE YARD - 10 FEET
A MINIMUM OF SETBACK OF TWENTY-FIVE (25) FEET SHALL EXTEND AROUND THE ENTIRE DEVELOPMENT.
MAXIMUM BUILDING HEIGHT OF 35 FEET
MINIMUM LOT WIDTH - 70 FEET
FRONTAGE AT CUL-DE-SAC RIGHT-OF-WAY - 35 FEET
ACREAGE IN TOTAL TRACT = 207,220 SQUARE FEET OR 4.757 ACRES±
TOTAL ACREAGE IN PARKS, SCHOOL SITES, OR OTHER PUBLIC OPEN SPACES = NONE
TOTAL ACREAGE COMMON AREA = 2.739 ACRES±
TOTAL ACREAGE WITHIN STREETS, DRIVES AND WALKS IN COMMON AREA = 31,872 SQUARE FEET OR 0.732 ACRES±
TOTAL ACREAGE IN LOTS = 56,038 SQUARE FEET OR 1.286 ACRES±
TOTAL NUMBER OF LOTS = 25
AVERAGE LOT SIZE = 2,242 SQUARE FEET
MINIMUM LOT SIZE = 1,986 SQUARE FEET

DENSITY = 5.26 DWELLINGS PER ACRE
TOTAL MANAGED OPEN SPACE = 3.11 ACRES±
TOTAL EXISTING IMPERVIOUS AREA = 0.56 ACRE± (WALKS & ROAD)
TOTAL PROPOSED IMPERVIOUS AREA = 1.09 ACRE± (DWELLINGS, WALKS & DRIVES)
TOTAL IMPERVIOUS AREA = 1.65 ACRE±
LINEAL FEET IN STREETS = 699.76 FEET
CURBSIDE LITTER & REFUSE COLLECTION BY CITY OF GOLDSBORO.
THE LOCATION OF PROPOSED ELECTRICAL LINES, PROPOSED TRANSFORMERS AND SERVICE CONNECTIONS WILL BE PROVIDED BY PROGRESS ENERGY (CP&L) ENGINEER SECTION.
OPEN SPACE OWNERSHIP - THE REQUIRED OPEN SPACE SHALL BE HELD IN COMMON OWNERSHIP, FOR THE PERPETUAL BENEFIT OF RESIDENTS OF THE DEVELOPMENT, BY A LEGALLY ESTABLISHED CORPORATION, ASSOCIATION OR OTHER ENTITY OR BE DEDICATED TO THE CITY AS A PUBLIC PARK. THE TERMS OF SUCH LEASE OR CONVEYANCE SHALL INCLUDE PROVISIONS SUITABLE TO THE CITY COUNCIL TERMS OF SUCH LEASE AND CONVEYANCE SHALL INCLUDE PROVISIONS GUARANTEE: THE CONTINUED USE OF SUCH LAND FOR THE INTENDED PURPOSES.
CONTINUITY OF PROPER MAINTENANCE FOR THOSE PORTIONS OF THE OPEN SPACE REQUIRING SUCH; AND ADEQUATE INSURANCE PROTECTION.
A PUD SHALL BE CONSIDERED A CONDITIONAL USE AS ALLOWED IN SECTION 5.4, REQUIRING A CONDITIONAL USE PERMIT, PRELIMINARY AND FINAL PLAT AND SITE SPECIFIC DEVELOPMENT AND SHALL BE PROCESSED IN ACCORDANCE WITH SECTIONS 2.2 (ZONING, SPECIAL AND CONDITIONAL USE APPROVAL) AND SECTION 2.3 (SUBDIVISION APPROVAL).

ALL SIGNAGE IN A PUD SHALL BE OF A COORDINATED DESIGN WITH RESPECT TO TYPE, COLOR, FONTS, PLACEMENT, ILLUMINATION, MATERIALS AND CONSTRUCTION. THE TOTAL ALLOWABLE AREA FOR ALL SIGNS, EXCLUDING INCIDENTAL SIGNAGE, IN THIS DISTRICT FOR ALL SIGNS, EXCLUDING INCIDENTAL SIGNAGE, IN THIS DISTRICT SHALL BE ONE AND A HALF SQUARE OF SIGN AREA PER ONE LINEAR FOOT OF BUILDING FRONTAGE ON THE STREET.

MODIFICATION
MODIFICATION OF MINIMUM DEVELOPMENT SIZE AREA FROM 5.00 ACRES TO 4.757 ACRES.

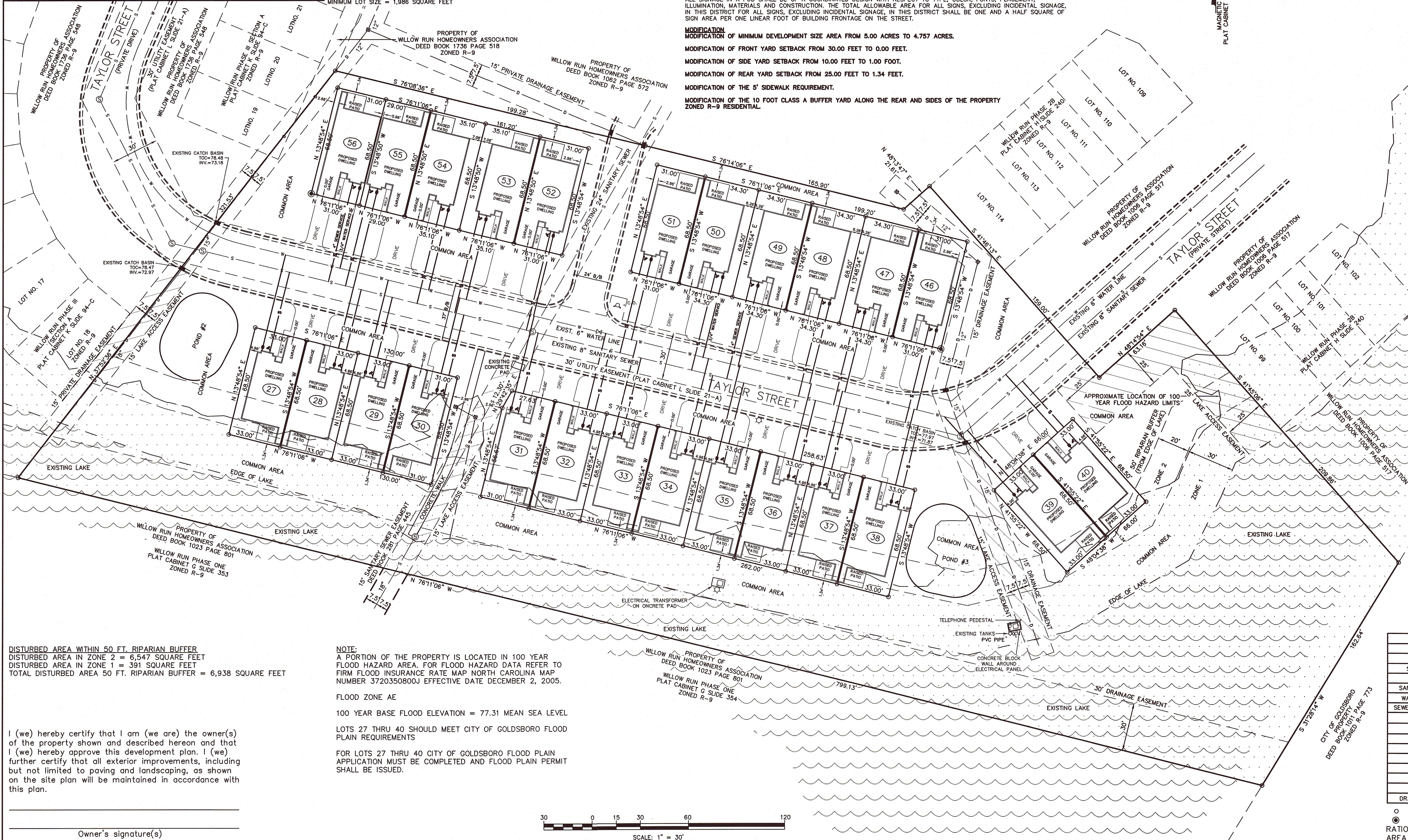
MODIFICATION OF FRONT YARD SETBACK FROM 30.00 FEET TO 0.00 FEET.

MODIFICATION OF SIDE YARD SETBACK FROM 10.00 FEET TO 1.00 FOOT.

MODIFICATION OF REAR YARD SETBACK FROM 25.00 FEET TO 1.34 FEET.

MODIFICATION OF THE 5' SIDEWALK REQUIREMENT.

MODIFICATION OF THE 10 FOOT CLASS A BUFFER YARD ALONG THE REAR AND SIDES OF THE PROPERTY ZONED R-9 RESIDENTIAL.



DISTURBED AREA WITHIN 50 FT. RIPARIAN BUFFER
DISTURBED AREA IN ZONE 2 = 6,547 SQUARE FEET
DISTURBED AREA IN ZONE 1 = 391 SQUARE FEET
TOTAL DISTURBED AREA 50 FT. RIPARIAN BUFFER = 6,938 SQUARE FEET

NOTE:
A PORTION OF THE PROPERTY IS LOCATED IN 100 YEAR FLOOD HAZARD AREA. FOR FLOOD HAZARD DATA REFER TO FIRM FLOOD INSURANCE RATE MAP NORTH CAROLINA MAP NUMBER 3720350800J EFFECTIVE DATE DECEMBER 2, 2005.

FLOOD ZONE AE

100 YEAR BASE FLOOD ELEVATION = 77.31 MEAN SEA LEVEL

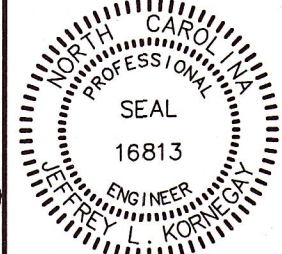
LOTS 27 THRU 40 SHOULD MEET CITY OF GOLDSBORO FLOOD PLAIN REQUIREMENTS

FOR LOTS 27 THRU 40 CITY OF GOLDSBORO FLOOD PLAIN APPLICATION MUST BE COMPLETED AND FLOOD PLAIN PERMIT SHALL BE ISSUED.

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby approve this development plan. I (we) further certify that all exterior improvements, including but not limited to paving and landscaping, as shown on the site plan will be maintained in accordance with this plan.

NO.	REVISION	DATE
1	REVISED FLOOR PLANS	5-1-2014

B. R. KORNEGAY, INC.
LAND SURVEYING · ENGINEERING · PLANNING
License Number: F-1054
300 East Walnut Street
Goldsboro, N.C. 27530
www.kornegaysep.com (919) 735-5886 Fax: (919) 580-9053



REVISED PRELIMINARY PLAN
WILLOW RUN PHASE 1V & PHASE V
GOLDSBORO TOWNSHIP - WAYNE COUNTY, N.C.
REFERENCE:
PLAT CABINET M SLIDE 90-B, DEED BOOK 1736 PAGE 518 & PLAT CABINET M SLIDE 72-F

DRAWN BY: TSB
DESIGNED BY: JLK
DATE: 5-1-2014
SCALE: 1" = 30'

WILLOW RUN GOLDSBORO, LLC
P.O. BOX 1578, NEW BERN, NORTH CAROLINA 28563
CONTACT: JOHN T. BELL 919-735-5768 OR 919-922-2187

LEGEND	EXISTING	PROPOSED
PAVEMENT	---	---
CURB & GUTTER	---	---
WATER LINE	W	W
SANITARY SEWER LINE	S	S
STORM SEWER LINE	D	D
SANITARY SEWER MANHOLE	S	S
WATER SERVICE & METER	W	W
SEWER SERVICE & CLEAN OUT	S	S
CATCH BASIN	B	B
CURB INLET	I	I
HYDRANT	H	H
VALVE	V	V
UTILITY POLE	P	P
AERIAL LIGHT	A	A
CONTOUR	68	68
CATCH BASIN	B	B
DRAINAGE FLOW DIRECTION	---	---

○ IRON STAKE
● CONCRETE MONUMENT CONTROL CORNER
RATIO OF PRECISION MINIMUM 1/10,000
AREA COMPUTED BY D.M.D METHOD

SHEET: 1
OF: 4
WORK ORDER: 140141
CADD DWG: 140141

CITY OF GOLDSBORO

AGENDA MEMORANDUM

JUNE 16, 2014 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
Z-24-03 Norfam, LLC – West side of North Berkeley
Boulevard between Cashwell Drive and Langston
Drive (General Business Conditional District to
Shopping Center)

BACKGROUND: The Council approved a zoning change for this
property from Shopping Center to General Business
Conditional District to allow the operation of a used
car lot on December 1, 2003.

Frontage: 189.86 ft.

Depth: 150 ft.

Area: 28,479 sq. ft., or 0.65 acres

Surrounding Zoning: North: Shopping Center
 South: General Business
 East: Shopping Center
 West: Shopping Center

Existing Use: The property is not in use and is
occupied by a manufactured unit which was
previously utilized as offices for a new car dealership.

Proposed Use: No use has been proposed. Under the
requested Shopping Center zone, a wide variety of
commercial uses would be permitted.

Comprehensive Plan Recommendation: The City's
land use plan designates this property for commercial
development.

DISCUSSION: Engineering Comments: City water and sewer
services are available to serve this property.

As indicated previously, the subject property is
surrounded on three sides by existing Shopping
Center zoning.

A site plan will have to be submitted and approved by the Planning Commission and City Council prior to development of this property if the zoning is changed to the requested Shopping Center district.

RECOMMENDATION: No action necessary. The Planning Commission will have a recommendation for the Council's meeting on July 7, 2014.

Date: _____
Planning Director

Date: _____
City Manager

ssj

NOTICE OF CHANGE OF ZONE HEARING
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL
OF THE CITY OF GOLDSBORO
TO CONSIDER AN AMENDMENT TO THE GOLDSBORO ZONING CODE
FOR PROPERTY THAT WAS PREVIOUSLY APPROVED GENERAL BUSINESS
CONDITIONAL USE DISTRICT FOR A USED CAR LOT

Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro, in the Council Chambers, upstairs in the Historic City Hall Building, 214 North Center Street, Goldsboro, North Carolina, at 7:00 p. m. on **Monday, June 16, 2014.**

Z-24-03 Norfam, LLC –West side of North Berkeley Boulevard between Cashwell Drive and Langston Drive

The property sought to be rezoned is located on the west side of North Berkeley Boulevard between Cashwell Drive and Langston Drive. The Wayne County Tax Identification No. is 12-3519-43-4089. The property has a frontage of 189.86., a depth of 150 ft. and a total area of 28,479 sq. ft. or 0.65 acres.

The present zoning classification is General Business Conditional Use District. the proposed zoning classification is Shopping Center.

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

Anyone desiring to file a written petition of protest intended to invoke the three-fourths (3/4) majority vote rule as specified in G.S. 160A-385 must file such petition in the office of the City Clerk, City Hall, 200 North Center Street, no later than 5:00 p.m., on Wednesday, June 11, 2014. Petitions are available in the Department of Planning and Community Development.

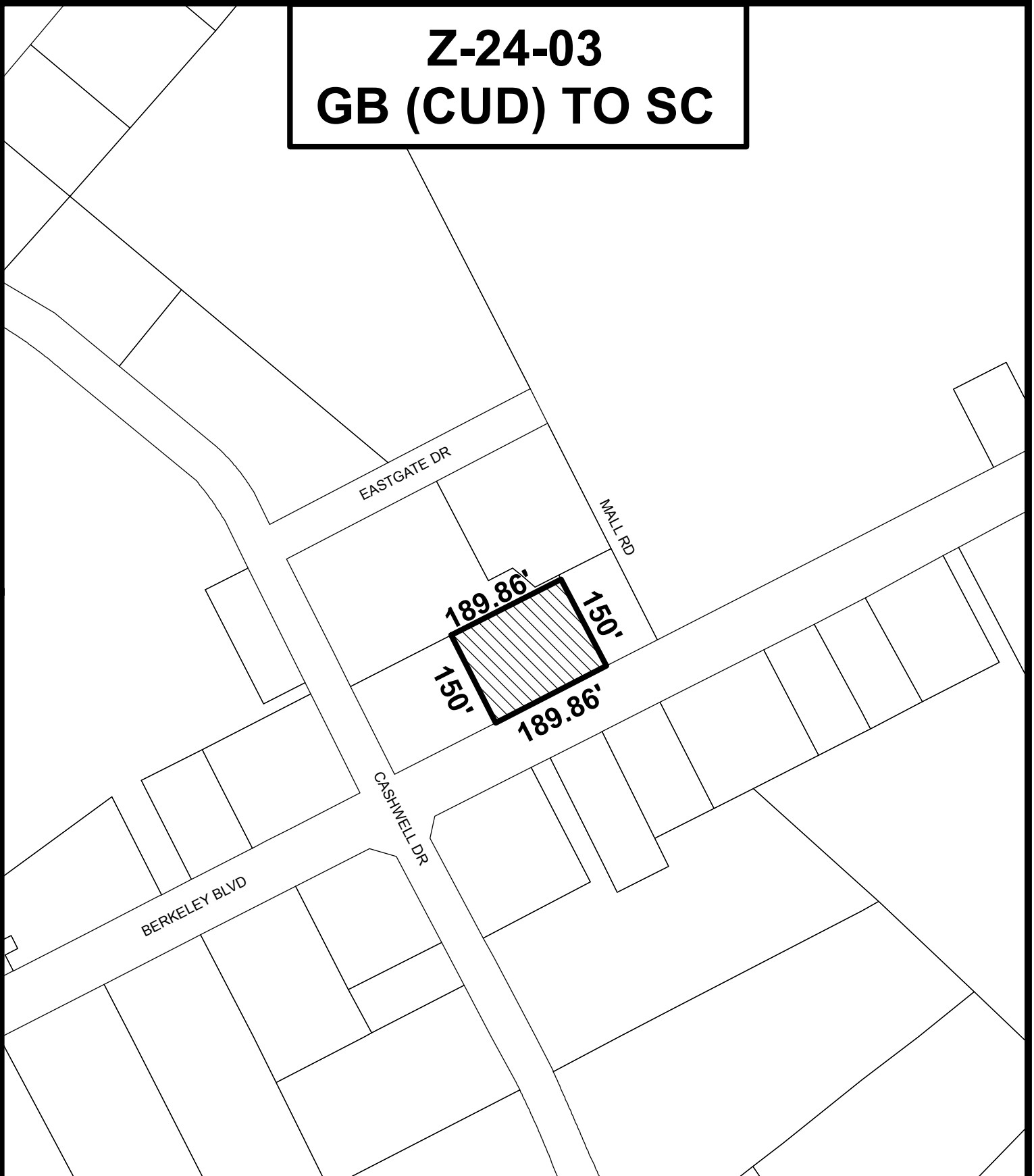
If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the hearing.

Melissa C. Corser, City Clerk

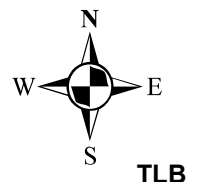
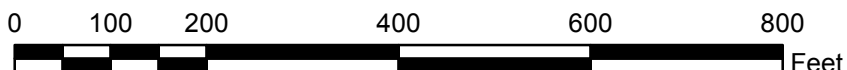
James D. Womble, City Attorney

PUBLISH: May 29, 2014
June 6, 2014

Z-24-03 GB (CUD) TO SC

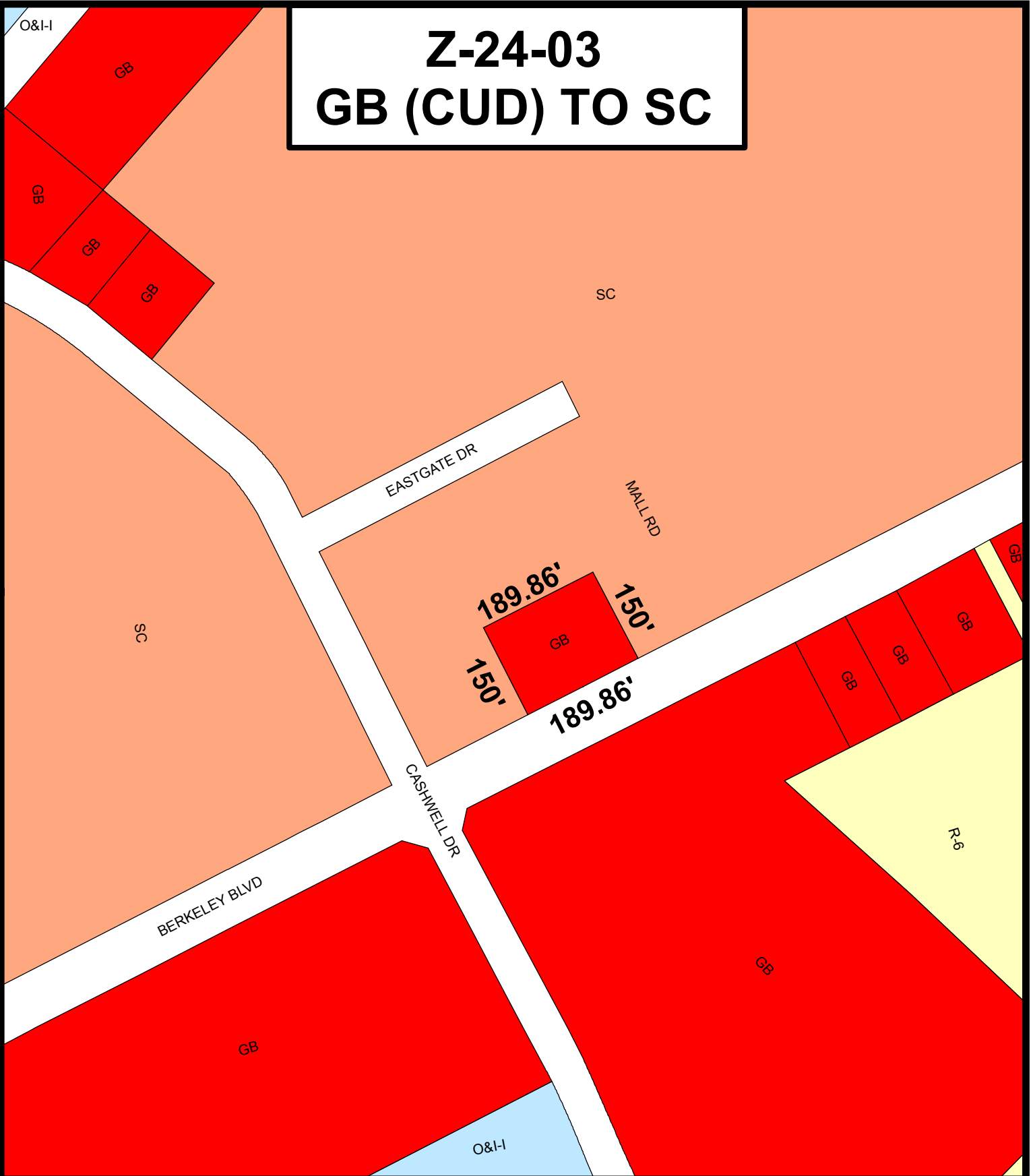


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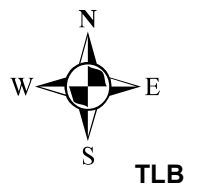
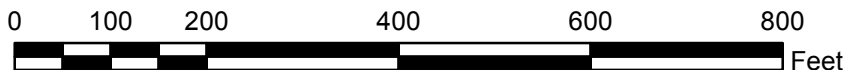


Z-24-03

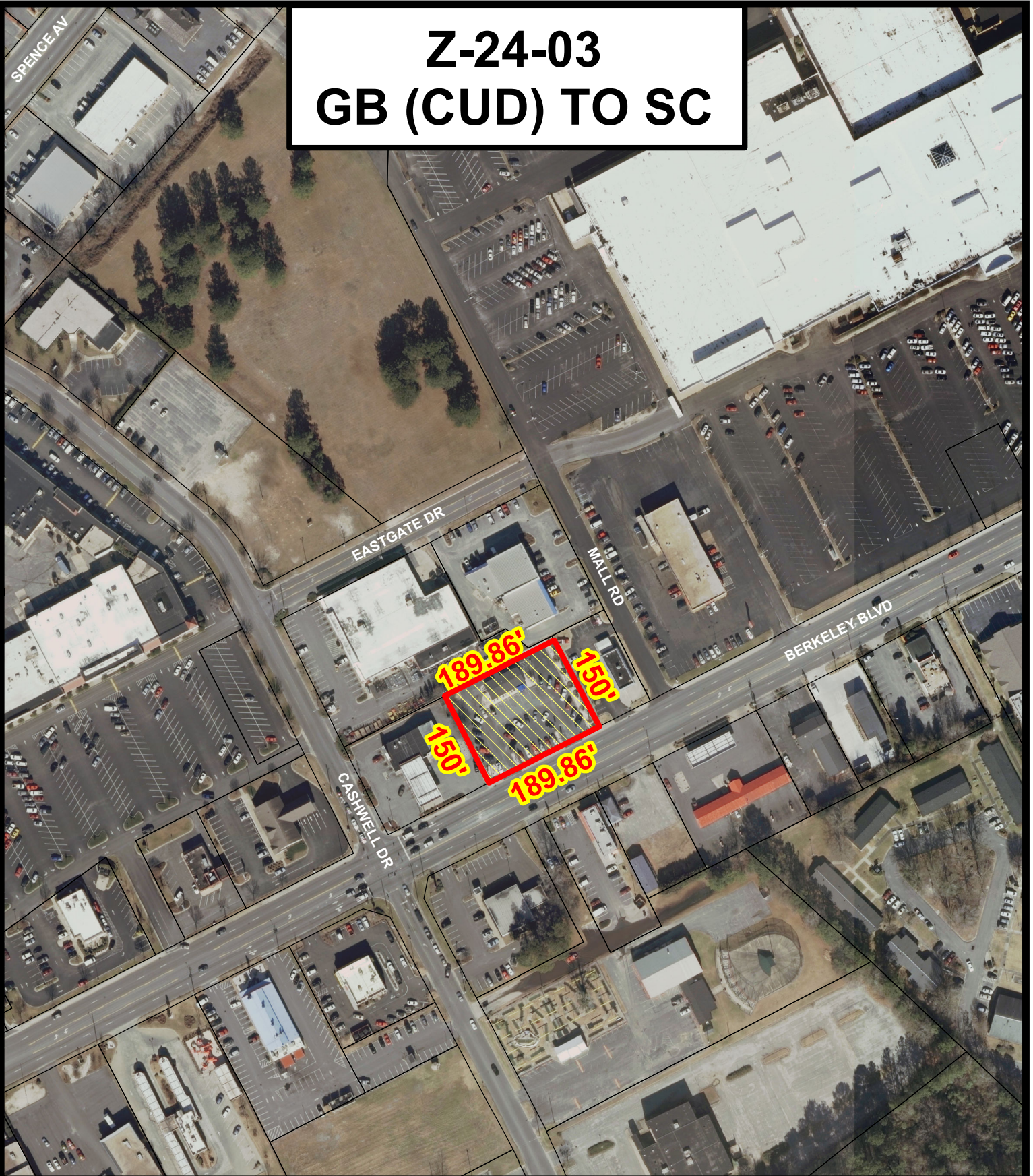
GB (CUD) TO SC



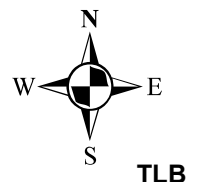
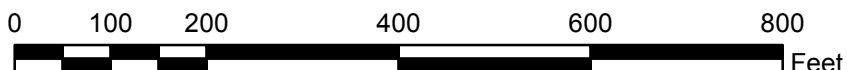
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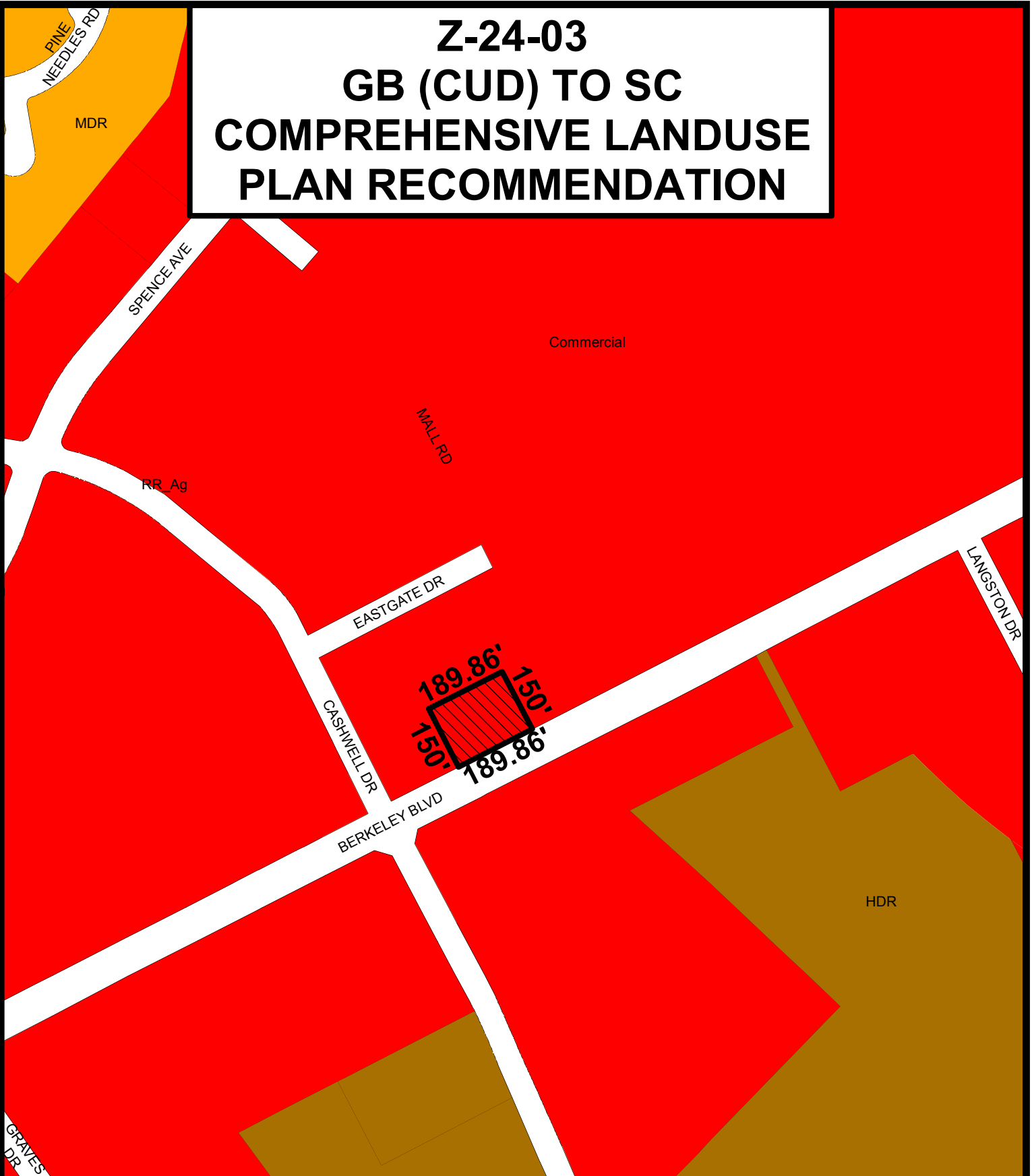
Z-24-03 GB (CUD) TO SC



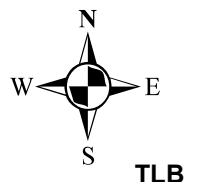
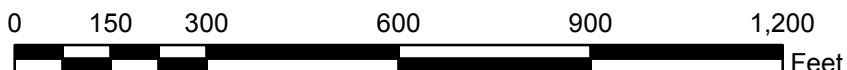
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Z-24-03 GB (CUD) TO SC COMPREHENSIVE LANDUSE PLAN RECOMMENDATION



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CITY OF GOLDSBORO

AGENDA MEMORANDUM

JUNE 16, 2014 COUNCIL MEETING

SUBJECT: Contiguous Annexation Petition – Provo Land Exchange (Wayne Preparatory Academy) – Southeast corner of Patetown Road and Tommy’s Road)

BACKGROUND: The applicant is requesting that contiguous property described by metes and bounds in Item 2 of the attached petition be annexed to the City of Goldsboro. Also attached are maps showing the property proposed to be annexed.

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

The City Council, at their meeting on June 16, 2014, would request the City Clerk to determine the sufficiency of the petition. If the petition is determined to be sufficient, a public hearing would be scheduled and a report would be prepared by the Department of Planning and Community Development, in conjunction with other City departments, for submission to the Council.

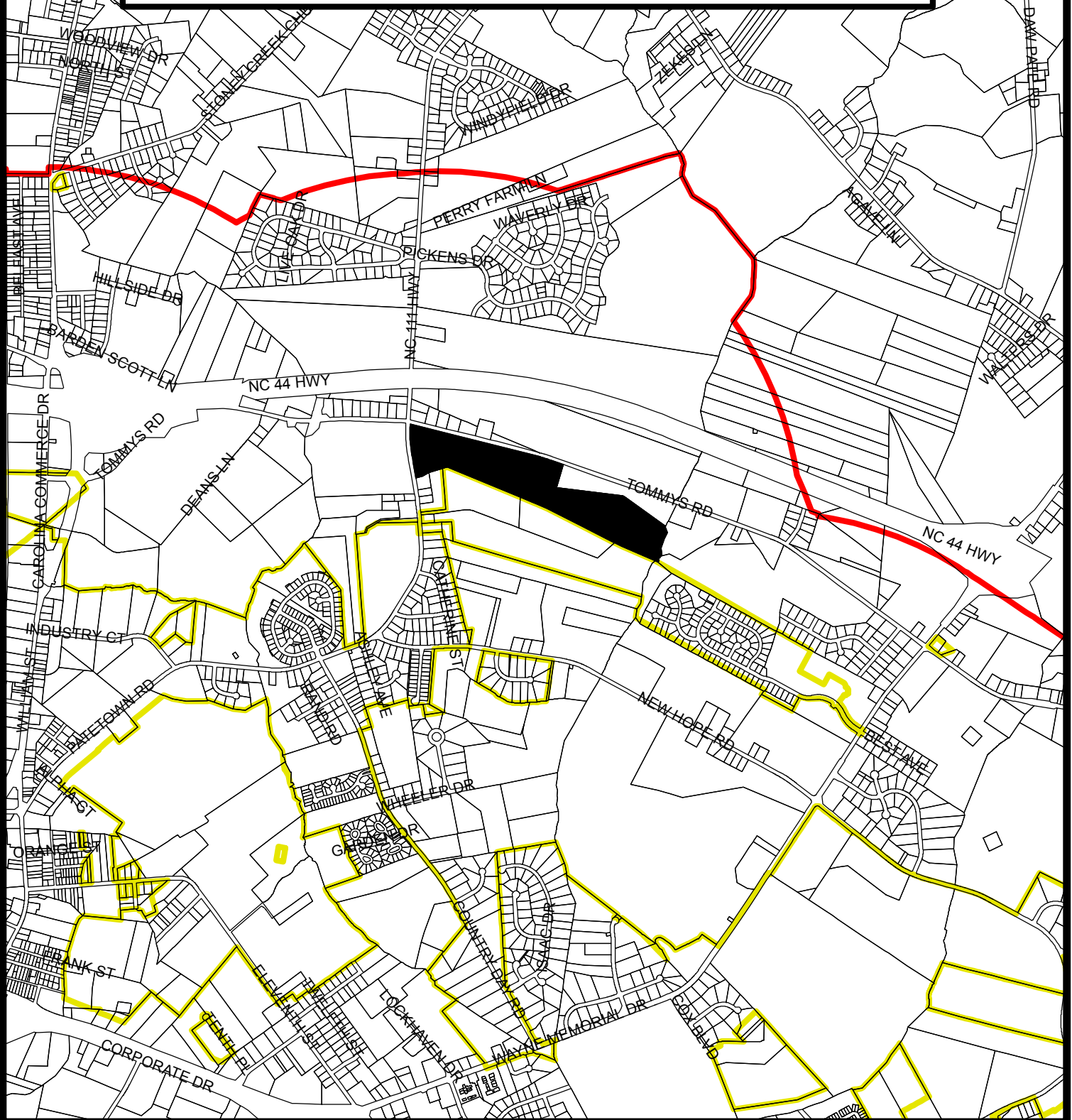
RECOMMENDATION: By motion, request that the City Clerk examine the annexation petition to determine its sufficiency.

Date: _____
Planning Director

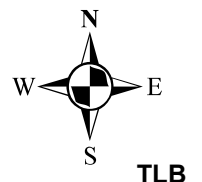
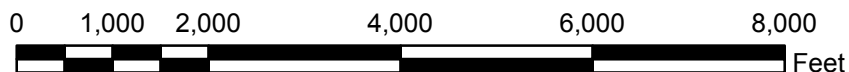
Date: _____
City Manager

ssj

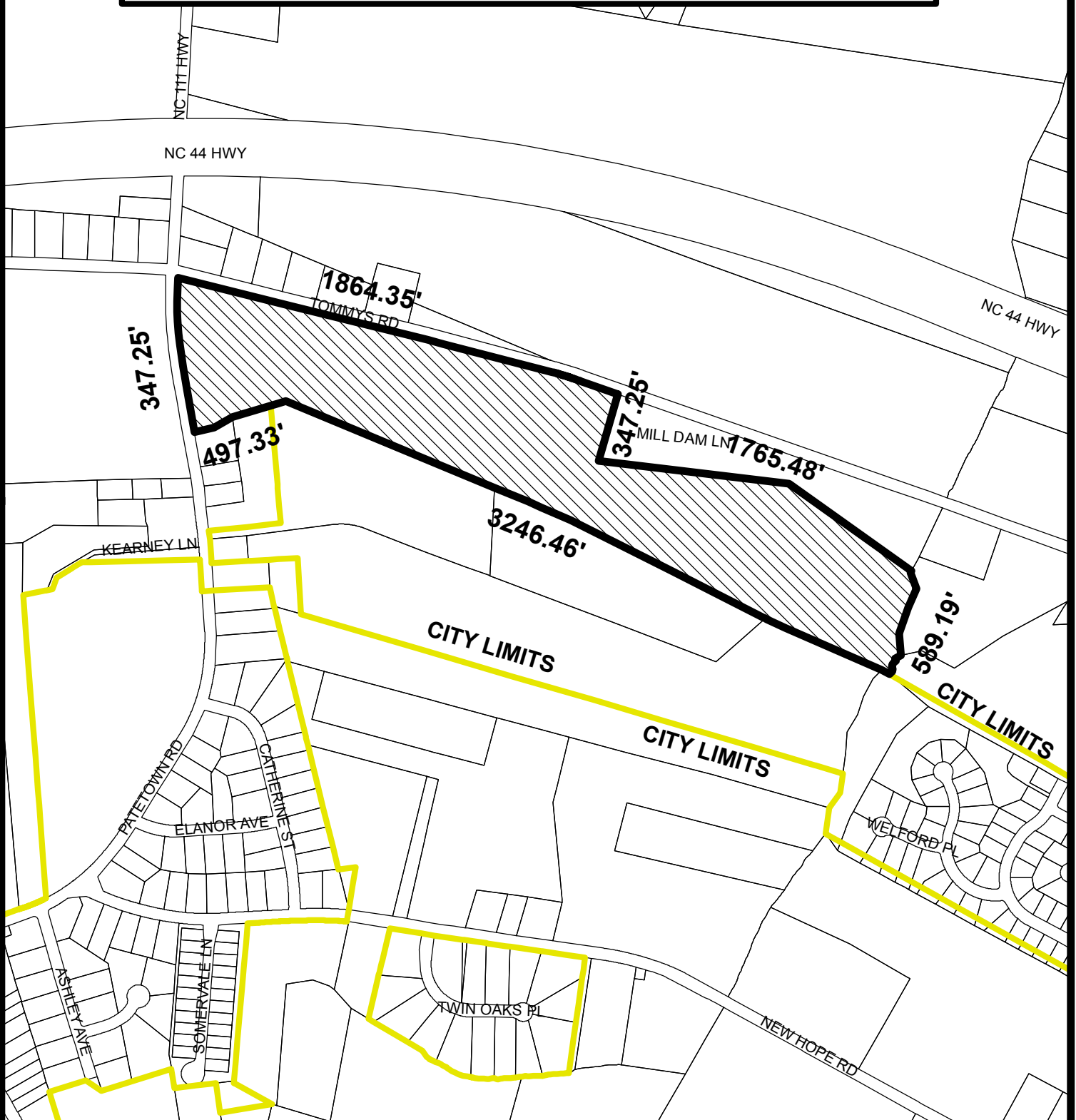
CONTIGUOUS ANNEXATION WAYNE PREPARATORY ACADEMY



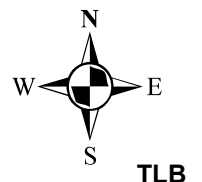
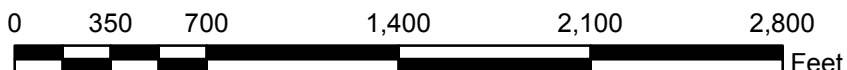
The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on the map are hereby notified that 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 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.



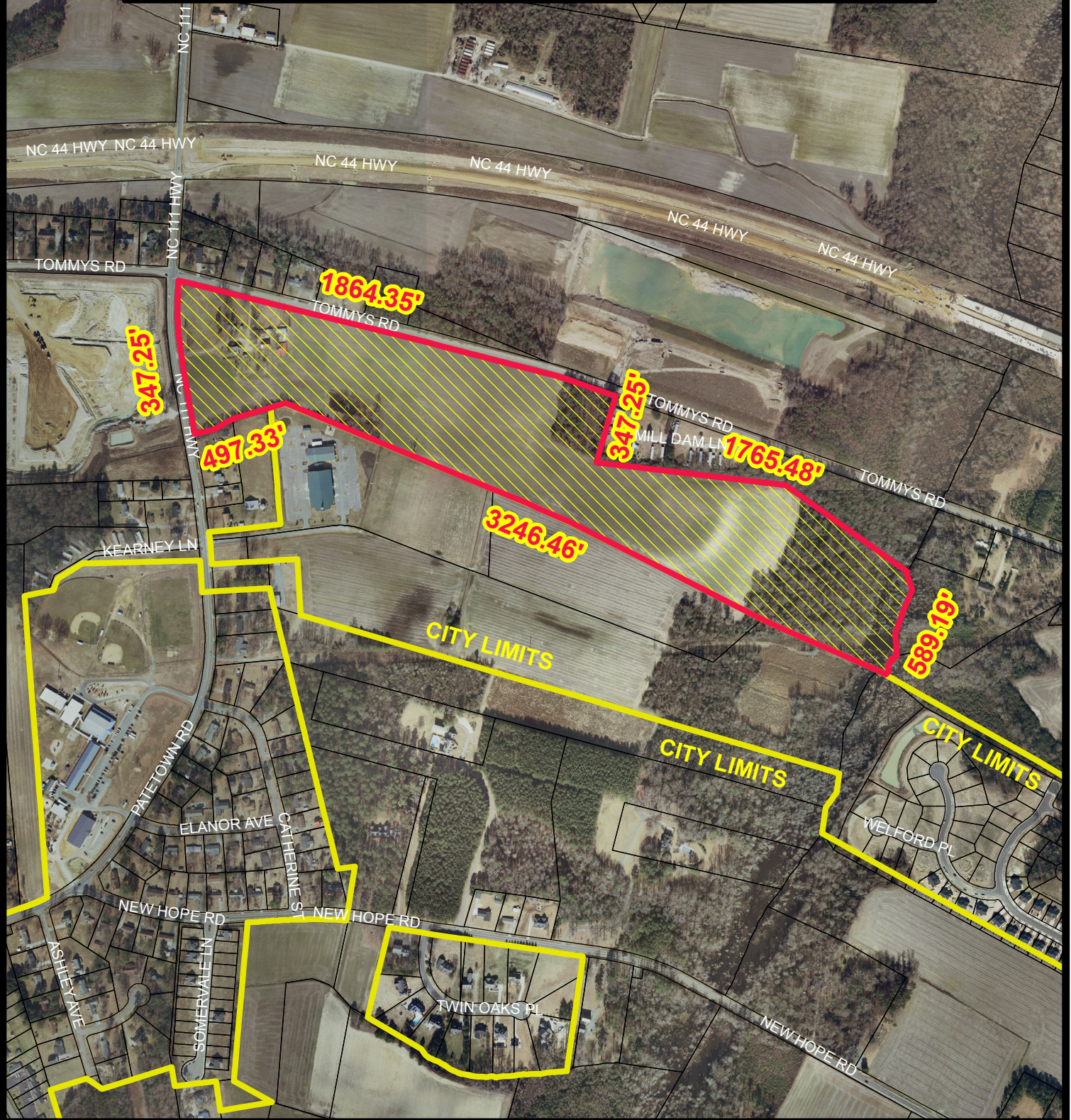
CONTIGUOUS ANNEXATION WAYNE PREPARATORY ACADEMY



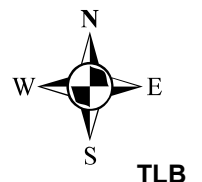
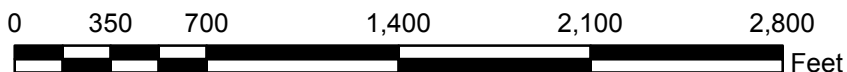
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CONTIGUOUS ANNEXATION WAYNE PREPARATORY ACADEMY



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Item: D

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014 COUNCIL MEETING

SUBJECT: US DEPT. OF JUSTICE: EDWARD BYRNE
MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)
FORMULA PROGRAM: LOCAL SOLICITATION

BACKGROUND: The Goldsboro Police Department has been notified that
Federal grant funds are available from the 2014 Edward
Byrne Memorial Justice Assistance Grant (JAG). This is
the same grant that we applied for in 2013 to purchase a
police cruiser.

DISCUSSION: The total amount of the grant is \$48,891.00. As in 2013 the
Grant requires that the application be filed on behalf of
both the Goldsboro Police Department and the Wayne
County Sheriff's Office. Each agency would receive
\$24,445.50.

The grant requires that a Memorandum of Understanding
(MOU) is submitted with the application indicating the
agreement between both agencies on the amount each
agency will receive and how the grant will be administered.
In addition, the MOU and grant Application are required to
be distributed to the City Council for review only no fewer
than 30 days prior to the application submission, or before
the grant will be awarded.

The Goldsboro Police Department has agreed to purchase
a new police cruiser and the Wayne County Sheriff's
Department has agreed to purchase a new police cruiser.

RECOMMENDATIONS: It is recommended that the attached resolution be adopted
supporting the Police Department applying for this grant.

DATE: _____

Jeff Stewart
Chief of Police

RESOLUTION NO. 2014-

A RESOLUTION APPROPRIATING FUNDS TO BE USED IN CONJUNCTION
WITH THE 2014 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT

WHEREAS, the City of Goldsboro submitted an application for 2014 Justice Assistance Grant Funds on June 5, 2014; and

WHEREAS, The Goldsboro Police Department wishes to purchase a police cruiser with the JAG Funds; and

WHEREAS, the anticipated Goldsboro Police Department portion of the JAG funds will not cover the costs associated with the purchase of a police cruiser; and

WHEREAS, the anticipated shortfall in funds is \$3,109.75.

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

1. The Goldsboro Police Department has submitted an application for the 2014 JAG funding and that this application is endorsed.
2. The City of Goldsboro will appropriate \$3,109.75 to cover the additional costs associated with the purchase of a police cruiser.
3. This resolution shall be in full force and effect from and after the _____ day of _____ 2014.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

APPLICATION FOR FEDERAL ASSISTANCE		2. DATE SUBMITTED	Applicant Identifier
1. TYPE OF SUBMISSION	3. DATE RECEIVED BY STATE		State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier
5. APPLICANT INFORMATION			
Legal Name		Organizational Unit	
City of Goldsboro		Goldsboro Police Department	
Address PO Drawer A 204 S. Center Street Goldsboro, North Carolina 27533-9701		Name and telephone number of the person to be contacted on matters involving this application Memmelaar, Jay (919) 580-4249	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 56-6000228		7. TYPE OF APPLICANT Municipal	
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.738 CFDA EDWARD BYRNE MEMORIAL JUSTICE TITLE: ASSISTANCE GRANT PROGRAM		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT 2014 Fleet Improvement Project	
12. AREAS AFFECTED BY PROJECT Wayne County North Carolina City of Goldsboro North Carolina			
13. PROPOSED PROJECT Start Date: October 01, 2013 End Date: September 30, 2017		14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project NC01 NC03	
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Program is not covered by E.O. 12372	
Federal	\$48,891		
Applicant	\$0		
State	\$0		
Local	\$4,150		

Other	\$0	
Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
TOTAL	\$53,041	N
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.		

[Close Window](#)

GMS APPLICATION NUMBER 2014-H3372-NC-DJ

State of North Carolina

County of Wayne

INTERLOCAL AGREEMENT
BETWEEN THE CITY OF GOLDSBORO, NORTH CAROLINA, AND
THE COUNTY OF WAYNE, NORTH CAROLINA

2014 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)
PROGRAM AWARD

This agreement is made and entered into this the 3rd day of June 2014, by and between the County of Wayne, hereinafter referred to as "County", and the City of Goldsboro, hereinafter referred to as "City", both of Wayne County, State of North Carolina.

Witnesseth:

WHEREAS, the City is applying for a JAG Program Award on behalf of the City and the County; and

WHEREAS, the City will administer the funds from any awarded by JAG for the benefit of the City and the County; and

WHEREAS, the City and the County find that the performance of this Agreement is in the best interest of both parties, that the undertaking will benefit the public, and that the division of funds fairly compensates each performing party for the services or functions under this Agreement; and

WHEREAS, the City agrees to provide the County \$24,445.50 from the JAG Program Award for the Fleet Improvement Project of the Wayne County Sheriff's Department; and

WHEREAS, the City and the County believe it to be in their best interests to allocate the JAG funds in accordance with this Agreement.

NOW, THEREFORE, the City and the County agree as follows:

Section 1. The City agrees to pay the County a total of \$24,445.50 of JAG funds. When the Wayne County Sheriff's Office is ready to purchase the police cruiser it will contact the Goldsboro Police Department with the amount of funds requested, and the City will prepare the purchase paperwork through the regular City channels with a coding that the purchase is on the behalf of the Wayne County Sheriff's Office.

Upon the paperwork being processed by the City, the City will provide the requested funds to the County.

Section 2. Pending disbursement and use by the parties, the funds shall be in an interest bearing account and the City will receive all interest earned to offset, in part, its administrative costs.

Section 3. County agrees to use \$24,445.50 and their associated matching funds for the police cruiser.

Section 4. Nothing in the performance of this Agreement shall impose any liability for claims against the County.

Section 5. Nothing in the performance of this Agreement shall impose any liability for claims against the City.

Section 6. Each party to this Agreement shall be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 7. The Parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 8. By entering into this Agreement, the parties do not intend to create any obligations, express or implied, other than those set out herein. Further, this Agreement shall not create any rights in any party nor a signatory hereto. Either party may terminate this Agreement upon ninety days written notice to the other party with a copy to the JAG Program.

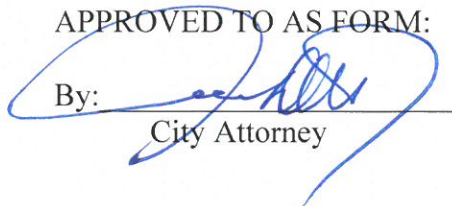
CITY OF GOLDSBORO

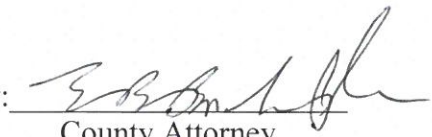
By: 
City Manager

COUNTY OF WAYNE

By: 
County Manager

APPROVED TO AS FORM:

By: 
City Attorney

By: 
County Attorney

2014 Justice Assistance Grant Program
Application Attachment
Goldsboro, N.C. Police Department
GMS Application Number 2014-H3372-NC-DJ

ABSTRACT

Applicant Name: City of Goldsboro, North Carolina

Project Title: 2014 Fleet Improvement Project

Project Goal: The goal of the fleet improvement project is to purchase a new police cruiser to improve the aging cruiser fleet. Both the Goldsboro Police Department and the Wayne County Sheriff's Office wish to purchase police cruisers with JAG funds.

Description Strategies: The Goldsboro Police Department and the Wayne County Sheriff's Office will purchase police cruisers with JAG Funds. Both the City of Goldsboro and the County of Wayne will provide matching funds to make up the difference between the estimated cost of the vehicles and the funds which will come from the 2014 JAG Grant.

Top Three Project Identifiers: Vehicles – Police Cruisers (Sedans)
Equipment – General
Policing

2014 Justice Assistance Grant Program
Application Attachment
Goldsboro, NC, Police Department
GMS Application # 2014-H3372-NC-DJ

PROGRAM NARRATIVE

The Goldsboro Police Department and the Wayne County Sheriff's Office are certified disparate and as such the two agencies have agreed by Interlocal Agreement to split the allotted award in accordance with the signed agreement. The proposed activity for the 2014 Justice Assistance Grant Program Funds is to purchase vehicles for the Goldsboro Police Department and the Wayne County Sheriff's Office. Due to economic conditions and tight budgets the departments have not had funding to replace vehicles as they normally would. This has caused their fleets to age and vehicles to become worn beyond what the departments would normally consider acceptable.

The Goldsboro Police Department's fleet of vehicles include three 1998 vehicles. These vehicles have high mileage, are out of service, or have experienced ongoing maintenance problems. Examples of problems are extensive motor work, transmission repairs and frequent minor repairs at the city garage. Some of these vehicles have required parts that are only available through salvage yards. These vehicles are undependable and potentially unsafe for emergency driving situations. In the 2014 – 2015 budget the Goldsboro Police Department requested 10 new police cruisers in the budget but was only funded for 5 new police cruisers.

The Wayne County Sheriff's Office asked the Wayne County Board of Commissioners to replace 10 vehicles from their aging fleet in the budget this year. The older vehicles in the Sheriff's Office fleet have high mileage, frequent maintenance problems, and require costly repairs that deplete their budget. The Sheriff's Office was only approved to replace 7 vehicles of the ten requested due to budget cuts and the unstable economy.

The Goldsboro Police Department and the Wayne County Sheriff's Office will be unable to fund their fleet improvement projects totally with 2014 JAG funding. The City Council of Goldsboro has supported the application for JAG funding for the fleet improvement project. On June 2, 2014 the City Council assented to provide the additional funding needed to complete the purchase of a Police Cruiser. On June 2, 2014 the Manager for the County of Wayne supported the Wayne County Sheriff's Office fleet improvement project by letter stating that the County of Wayne would be responsible for the balance of funds needed to complete the purchase of the Police Cruiser and equipment.

This purchase can be accomplished during the length of the 2014 JAG award and could be accomplished within a year of receipt.

The Goldsboro Police Department will use \$24,445.50 in JAG funding to accomplish its fleet improvement project.

The Wayne County Sheriff's Office will use \$24,445.50 in JAG funding to accomplish its fleet improvement project.

2014 Justice Assistance Grant Program
Application Attachment
Goldsboro, NC, Police Department
GMS APPLICATION NUMBER 2014-H3372-NC-DJ

Review Narrative

The 2014 Edward Byrne Memorial Justice Assistance Grant Application will be distributed to the Goldsboro City Council on June 16, 2014.

An opportunity to comment will be provided to citizens by posting notices in the local area newspaper (Goldsboro News Argus) on June 22nd, 2014 and June 29th, 2014 and on the City of Goldsboro's website. The application will be available for review and comment until August 1, 2014. In addition, the notice was distributed to the local radio media for periodic broadcasts.

The legal notice stated:

NOTICE

OFFICE OF THE CITY MANAGER GOLDSBORO, NORTH CAROLINA

NOTICE OF GRANT APPLICATION US DEPARTMENT OF JUSTICE/BUREAU OF JUSTICE ASSISTANCE 2014 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT

The Goldsboro Police Department is currently applying for \$48,891.00 in grant monies as part of the United States Department of Justice's 2014 Edward Byrne Memorial Justice Assistance Grant. This is a joint application between the Goldsboro Police Department and the Wayne County Sheriff's Office. A copy of the grant application is available in the Office of the Chief of Police, Goldsboro Police Department, 204 S. Center St., Goldsboro until August 1, 2014. The public is invited to stop by the Goldsboro Police Department, review the grant application and make comments.

This is the 17th day of June, 2014.

Scott Stevens
City Manager

NOTICE

**OFFICE OF THE CITY MANAGER
GOLDSBORO, NORTH CAROLINA**

**NOTICE OF GRANT APPLICATION
US DEPARTMENT OF JUSTICE/BUREAU OF JUSTICE ASSISTANCE 2014
EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT**

The Goldsboro Police Department is currently applying for \$48,891.00 in grant monies as part of the United States Department of Justice's 2014 Edward Byrne Memorial Justice Assistance Grant. This is a joint application between the Goldsboro Police Department and the Wayne County Sheriff's Office. A copy of the grant application is available in the Office of the Chief of Police, Goldsboro Police Department, 204 S. Center St., Goldsboro until August 1, 2014. The public is invited to stop by the Goldsboro Police Department, review the grant application and make comments.

This is the 17th day of June 2014.

Scott Stevens
City Manager

2014 Justice Assistance Grant Program
Application Attachment
Goldsboro, NC, Police Department
GMS Application # 2014-H3372-NC-DJ

Budget Narrative

The City of Goldsboro and Wayne County qualify for \$48,891.00. The funds will be split in half with Wayne County getting \$24,445.50 and the City of Goldsboro getting \$24,445.50. Both agencies will use the money to purchase police cruisers.

Due to prices not being available yet for police cruisers pricing has been estimated for project costs. The City of Goldsboro and the County of Wayne cannot purchase the vehicles in their projects with JAG funding alone. As a result the City of Goldsboro and County of Wayne have supported this JAG application by committing matching funds to help accomplish the goals of their agencies projects.

Budget Detail Worksheet

Edward Byrne Memorial Justice Assistance Grant

GMS Application Number 2014-H3372-NC-DJ

Goldsboro Police Department Budget

Equipment:	Computation:	Cost:
2015 Chevrolet Caprice with 6 extra remotes, cloth front seats and vinyl back seats and flooring, disabled rear windows, disabled rear locks and handles (Estimated Price)	\$27,555.25	\$27,555.25
Total:		\$27,555.25

Total Project Costs: (Estimated Cost) **\$27,555.25**

Total Projected Funding from 2014 Justice Assistance Grant: **\$24,445.50**

Any amount needed over what the 2014 Justice Assistance Grant funds provide will be paid through funding provided by the City of Goldsboro.

Wayne County Sheriff's Office Budget

Equipment:	Computation:	Cost:
2015 Dodge Charger Police Package (Estimated Price)	\$24,285.00	\$24,285.00
	Total:	\$24,285.00
Supplies:		
Whelen Justice Light Bar (Estimated Price)	\$1,200.00	\$ 1,200.00
	Total:	\$ 1,200.00

Total Project Costs: \$25,485.00

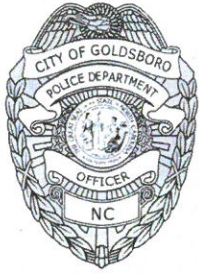
Total Projected Funding from 2014 Justice Assistance Grant: \$24,445.50

Any amount needed over what the 2014 Justice Assistance funds provide will be paid through funding provided by the County of Wayne.

Total Project costs for the Goldsboro Police Department and the Wayne County Sheriff's Office \$53,040.25

Total Funding Sought through 2014 Justice Assistance Grant \$48,891.00

Total Funding Estimated for City of Goldsboro and Wayne County \$ 4,149.25



**City of Goldsboro
Police Department**

**P.O. Drawer A
Goldsboro, NC 27530-9700**

Jeffery R. Stewart
Chief of Police

Jay R. Memmelaar, Jr.
Commander of Support Services

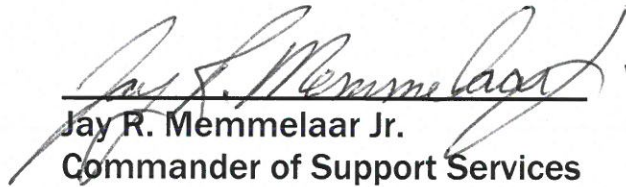
Michael D. West
Commander of Operations

Alton R. King
Commander of Investigative Services

June 4, 2014

To Whom It May Concern:

This is to Certify that neither the City of Goldsboro nor the County of Wayne has applied for any Federal or State Funding in support of the 2014 Fleet Improvement Project with the exception of the 2014 Justice Assistance Grant. Any funding needed in excess of the 2014 Justice Assistance Grant will be provided by the applicable unit of local government, City of Goldsboro or County of Wayne.


Jay R. Memmelaar Jr.
Commander of Support Services

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014 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, \$11,686.20 of forfeited money can be reimbursed to the City for:

04/24/14-CATS ID#13-DEA-587741;KN-13-0106	\$ 1,575.00
04/29/14-CATS ID#09-DEA-517810;KN-06-0009	\$ 6,468.00
06/10/14-CATS ID#14-DEA-592233; KN-11-0071	\$ 3,643.20

The State has forwarded the City of Goldsboro “Controlled Substance Tax Remittance” funds totaling \$4,412.89 for:

04/22/14 #45PR0000595998	\$ 936.10
05/20/14 #45PR0000598313	\$ 3,476.79

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 \$16,099.09.

Date: _____

Jeffrey R. Stewart
Chief of Police

Date: _____

Scott A. Stevens
City Manager

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR
THE CITY OF GOLDSBORO FOR 2013-2014 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 \$11,686.20 of the confiscated monies and \$4,412.89 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 2013-14 Fiscal Year be and is hereby amended by:
 - a. Increasing the revenue line item in the General Fund entitled "DEA Funds" (11-0003-8147) in the amount of \$11,686.20.
 - b. Increasing the expense line item entitled "Drug Forfeiture - Federal" (11-6121-3987) in the Police Department Budget of the General Fund in the amount of \$11,686.20
 - c. Increasing the revenue line item in the General Fund entitled “N.C. Controlled Substance Tax Refund” (11-0003-8149) in the amount of \$4,412.89.
 - d. 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 \$4,412.89.
2. This Ordinance shall be in full force and effect from and after the _____ day of _____, 2014.

Approved as to Form only:

Reviewed By:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014 COUNCIL MEETING

SUBJECT: Authorizing Finance Director to Purchase from National Joint Powers Alliance

BACKGROUND: National Joint Powers Alliance (NJPA) serves as a municipal contracting agency. NJPA creates national cooperative contract purchasing opportunities and solutions on behalf of its members, which includes government, education and non-profit agencies.

DISCUSSION: The General Assembly provided authority for purchasing and contracting under Article 3 of Chapter 143. The intent is to allow use of a cooperative purchasing contract when, under the circumstances, that method appears to provide as advantageous a result as would competitive bids. It must provide a reasonable assessment about whether use of the contract is a prudent expenditure of public funds. By authorizing the Finance Director to purchase from NJPA, it gives the City an alternative source in procuring equipment and supplies for services.

RECOMMENDATION: It is recommended that the Council authorize the Finance Director to enter into the attached agreement with NJPA in order to use this agency's procurement contracts.

Date: _____
Kaye Scott, Finance Director

Date: _____
Scott Stevens, City Manager

JOINT EXERCISE OF POWERS AGREEMENT



This Agreement is Between the National Joint Powers Alliance® (NJPA) and

(participating governmental agency)

Agreement. The participants in this Joint Exercise of Powers Agreement, hereinafter referred to as the Agreement, agree to jointly or cooperatively exercise certain powers common to them for the procurement of various goods and services by the participants. The term “governmental agency” as defined and used in this Agreement, includes any city, county, town, school district, education agency, post-secondary institution, governmental agency or other political subdivision of any agency of any state of the United States or any other country that allows for the Joint Exercise of Powers, and includes any instrumentality of a governmental agency. For the purpose of this section, an instrumentality of a governmental agency means an instrumentality having independent policy making and appropriating authority.

Purpose. The purpose of this Agreement is to allow for the cooperative efforts to provide for contract and vendor relationships to purchase supplies, materials, equipment or services (hereinafter referred to as goods and services,) as a result of the current and active competitive bidding process exercised by a legal qualifying bidding agency on behalf of governmental and other qualifying agencies. Qualified customers may forgo the competitive bidding process as a result of this action and process provided on the agencies behalf. Reference the Uniform Municipal Contracting Law MN Statute 471.345 subd 15. This provision is made possible as a result of the purchasing contract development through a national governmental agency association’s purchasing alliance.

***Whereas,** parties to this Agreement are defined as governmental agencies in their respective states;*

***and Whereas,** this Agreement is intended to be made pursuant to the various Joint Exercise of Powers Acts of the states or nations of the respective participating governmental agencies which authorizes two or more governmental agencies to exercise jointly or cooperatively powers which they possess in common;*

***and Whereas,** the undersigned Participating Governmental Agency asserts it is authorized by Intergovernmental Cooperation Statutes to enter into an agreement with NJPA to cooperate in procurement of goods and services; and Whereas, NJPA asserts it is a Minnesota Service Cooperative created and governed under Minnesota Statute §123A.21 authorized by Minnesota Statute §471.59 to “jointly or cooperatively exercise any power common to the contracting parties”;*

***and Whereas,** the undersigned Participating Governmental Agency and NJPA desire to enter into a “Joint Exercise of Powers Agreement” for the purpose of accessing available purchasing contracts for goods and services from each other which can be most advantageously done on a cooperative basis;*

Now Therefore, it is mutually agreed as follows:

1. The Parties to this agreement shall provide in a cooperative manner access to each other’s purchasing efforts to procure supplies, equipment, materials and services hereinafter referred to as “goods and services”;
2. The Parties to this Agreement will adhere to any and all applicable laws pertaining to the purchasing of goods and services as they pertain to the laws of their state or nation,
3. Either Party to this Agreement may terminate their participation in this Agreement upon thirty (30) days written notice,
4. Neither Party to this Agreement claims any proprietary interest of any nature whatsoever in any of the other participants in this Agreement
5. Each party agrees that it will be responsible for its own acts and the result thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. NJPA’s liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Section §3.736, and other applicable law;

JOINT EXERCISE OF POWERS AGREEMENT



6. Both Parties to this Agreement agree to abide by all of the general rules and regulations and policies of the participating agencies that they are receiving goods and services from;
7. Both Parties to this Agreement agree to strict accountability of all public funds disbursed in connection with this joint exercise of powers;
8. Both Parties to this Agreement agree to provide for the disposition of any property or surplus moneys (as defined by the participant) acquired as a result of this joint exercise of powers in proportion to the contributions of the governing bodies and;
9. Both Parties to this Agreement acknowledge their individual responsibility to gain ratification of this agreement through their governing body.

This Agreement allows for the NJPA to provide procurement contracts on behalf of all qualified participating agencies pursuant to the Uniform Municipal Contracting law, MN Statute §471.345 Subd 15.

ORGANIZATION INFORMATION (** Required Fields)

Applicant Name: ** _____
Address: ** _____
City, State, Zip ** _____
Federal ID Number: _____
Contact Person: ** _____
Title: ** _____
E-mail: ** _____
Phone: _____
Website: _____

Reference:
Minnesota Joint Exercise of Powers
M.S. 471.59

Participating Agency
Joint Exercise of Powers Authority
granted under State Statute

THE UNDERSIGNED PARTIES HAVE AGREED THIS DAY TO THE ABOVE CONDITIONS.

Member Name:

National Joint Powers Alliance®

By _____
AUTHORIZED SIGNATURE

AUTHORIZED SIGNATURE

Its _____
TITLE

TITLE

DATE

DATE

Completed applications may be returned to:

National Joint Powers Alliance ®
202 12TH Street NE
Staples, MN 56479

Duff Erholtz

Phone: 218-894-5490

Fax: 218-894-3045

E-mail: duff.erholtz@njpacoop.org

5/29/2012

CITY OF GOLDSBORO
AGENDA MEMORANDUM
June 16, 2014 COUNCIL MEETING

SUBJECT: Berkeley Boulevard Widening Project – Budget Amendment

BACKGROUND: The Berkeley Boulevard Widening Project proposes the construction of an additional southbound travel lane on the west side of the existing corridor. This new lane would run between Royall Avenue and South Drive, just north of New Hope Road. Parcels have been identified where easements for right-of-way, temporary construction and permanent utility easements will be necessary. The City is required to purchase these properties.

DISCUSSION: On March 18, 2013, Council adopted a resolution to allow acquisition and condemnation of a parcel of land at 1407 N. Berkeley Boulevard. The City submitted an offer to purchase this parcel in the amount of \$23,100. City staff has negotiated with the owner and agreed to accept an offer of \$35,000.

At the June 2, 2014 meeting, Council authorized the purchase of 1407 N. Berkeley Boulevard at the negotiated price of \$35,000. Since the acquisition cost is more than originally appropriated, an additional \$11,900 will need to be authorized by Council.

RECOMMENDATION: By motion, adopt the attached budget ordinance appropriating \$11,900 from the unassigned fund balance of the General Fund for the Berkeley Boulevard Widening Project.

Date: _____
Kaye Scott, Finance Director

Date: _____
Scott Stevens, City Manager

ORDINANCE NO. 2014-

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2013-14 FISCAL YEAR

WHEREAS, the City of Goldsboro, in conjunction with NCDOT, has proposed the construction of an additional southbound travel lane on the west side of the existing Berkeley Boulevard corridor; and

WHEREAS, parcels have been identified where easements for right-of-way, temporary construction and permanent utility easements will be necessary within the Project boundaries; and

WHEREAS, in order to move forward with the Project, City staff negotiated a purchase price of \$35,000 for the property located at 1407 N. Berkeley Boulevard; and

WHEREAS, additional funding is needed in the amount of \$11,900 for this purchase; and

WHEREAS, since the funds were not appropriated in the operating budget for FY 2013-14, the City of Goldsboro needs to appropriate \$11,900 from the General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro that the Budget Ordinance for the Fiscal Year 2013-14 be amended by:

1. Decreasing the Unappropriated Fund Balance of the General Fund in the amount of \$11,900.
2. Establishing the line item entitled "Land Acquisition" (11-3151-1341) in the Planning and Redevelopment Department's budget of the General Fund in the amount of \$11,900.
3. This Ordinance shall be in full force and effect from and after the _____ day of _____ 2014.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014 COUNCIL MEETING

SUBJECT: Amend Capital Projects Fund Ordinances- Sanitary Sewer Improvements and Street Improvements

BACKGROUND: The voters of the City of Goldsboro authorized the issuance of \$9,000,000 for water improvements in November 1993, \$22,065,000 in sanitary sewer general obligation bonds and \$6,000,000 in Street Improvement Bonds at a referendum in May 1998. Portions of these authorizations were included in the capital projects amendments in April 1999, September 2000, January 2001, November 2001, June 2005, April 2008, June 2008, June 2009 and May 2010. Investment earnings and sales tax refunds have also been realized in these funds.

DISCUSSION: There have been additional revenues generated from investment proceeds in all Capital Project Funds. The Capital Projects Ordinances for Sanitary Sewer Improvements should be amended to represent the exact balance of revenues and expenditures.

RECOMMENDATION: It is recommended that the attached Capital Projects Fund Ordinance- Sanitary Sewer Improvements be amended by \$21,489.

Date: _____

Kaye Scott, Finance Director

Date: _____

Scott Stevens, City Manager

ORDINANCE NO. 2014-

AN ORDINANCE AMENDING THE SANITARY SEWER IMPROVEMENTS FUND

WHEREAS, the City of Goldsboro adopted Capital Projects Fund Ordinances for Sanitary Sewer Improvements; and

WHEREAS, additional revenues have been generated from investment proceeds; and

WHEREAS, the Capital Projects Fund Ordinances must be amended to allow for the expenditure of these additional funds.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the Sanitary Sewer Improvements Capital Project Ordinances be amended by:

1. Increasing the anticipated revenues line item for the 2010 Sanitary Sewer Improvements Capital Projects Fund as follows:

Investment Earnings	\$ 3,301
Sales Tax Refund	\$ 18,188
2. Increasing the anticipated expenditure line item for the 2010 Sanitary Sewer Improvements Capital Projects Fund as follows:

Construction	\$ 21,489
--------------	-----------
3. This Ordinance shall be in full force and effect from and after this _____ day of _____, 2014.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014 COUNCIL MEETING

SUBJECT: End of Fiscal Year 2013-14 Budget Amendment

BACKGROUND: During the fiscal year, there have been several discussions with Council in regards to budget allocations for health costs and additional departmental expenditures.

DISCUSSION: There are several departments/divisions that require budget revisions for FY 2013-14.

1. The FY 09-10 budget approved an equipment loan that included fiber installation. Information Technology was able to complete the project in FY 13-14 with the final payment from the escrow account. An appropriation is needed to allocate the expenditures and reimbursement proceeds from the escrow account in the amount of \$18,959.11.
2. During the past few months, the City has received several donations associated with acquiring land adjacent to Willowdale Cemetery. An appropriation is needed to allocate the expenditures and donations in the amount of \$132,901.90.
3. The City of Goldsboro is self-insured and department allocations cannot cover all the claim costs for health insurance. It is necessary to allocate additional support to cover claims and expenses for the remainder of this fiscal year (General Fund - \$365,500 and Occupancy Tax Fund - \$90,000).

RECOMMENDATION: It is recommended that the attached budget ordinance be adopted, which will be decreasing the Unassigned Fund Balance of the General Fund by \$365,500 and the Occupancy Tax Fund by \$90,000.

DATE: _____

Kaye Scott, Finance Director

DATE: _____

Scott Stevens, City Manager

ORDINANCE NO. 2014-

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2013-2014 FISCAL YEAR

WHEREAS, the City of Goldsboro needs to allocate funding for loan escrow proceeds, cemetery land acquisition and health insurance claims; and

WHEREAS, the City of Goldsboro authorized the fiber installation with the capital equipment loan proceeds; and

WHEREAS, after reviewing reports on outstanding claims, it is projected that an additional \$455,500 is needed to cover health insurance claims; and

WHEREAS, since the current fiscal year's budget does not contain sufficient monies to meet all these obligations, the City of Goldsboro needs to appropriate \$365,500 from the General Fund and \$90,000 from 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 2013-14 be amended by:

1. Decreasing the Unassigned Fund Balance of the General Fund in the amount of \$365,500.
2. Increasing the line item entitled "Proceeds from Capital Lease" (11-0003-8206) in the amount of \$18,959.11.
3. Increasing the line item entitled "Sale of Property" (11-0005-8184) in the amount of \$132,901.90.
4. Increasing the line item entitled "Technology Capital" (11-1030-5202) in the amount of \$18,959.11 in the Information Technology Division.
5. Increasing the line item entitled "Land/Property Acquisition" (11-1142-1341) in the amount of \$132,901.90 in the Cemetery Division.
6. Establishing the line item entitled "Health Insurance Claims" (11-7310-1830) in the amount of \$365,500 in the Special Expense Division.
7. Decreasing the Unassigned Fund Balance of the Occupancy Tax Fund in the amount of \$90,000.
8. Increasing the line item entitled "Health Insurance Claims" (95-9077-1830) in the amount of \$90,000 in the Travel and Tourism Division.
9. This Ordinance shall be in full force and effect from and after the _____ day of _____ 2014.

Approved as to form only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014 COUNCIL MEETING

SUBJECT: DISADVANTAGED BUSINESS ENTERPRISE POLICY

BACKGROUND: The procurement policy is the rules and regulations that are set to govern the process of acquiring goods and services needed by the City of Goldsboro. At the March 17, 2014 meeting, Council adopted the City's procurement policy, which included the Disadvantaged Business Enterprise policy.

DISCUSSION: Federal Transit Administration (FTA) reviewed the City's Disadvantaged Business Enterprise (DBE) policy and has submitted comments and areas needing revisions. Staff has addressed all comments and made all the necessary changes to the DBE policy.

Attached is a copy of the revised Disadvantaged Business Enterprise policy for Council's review.

RECOMMENDATION: By motion, adopt the attached resolution authorizing the Mayor to sign the City of Goldsboro's revised disadvantaged business enterprise policy subject to addressing any additional FTA comments.

Date: _____
Kaye Scott, Finance Director

Date: _____
Scott Stevens, City Manager

RESOLUTION NO. 2014-

RESOLUTION ADOPTING THE CITY OF GOLDSBORO'S DISADVANTAGED
BUSINESS ENTERPRISE POLICY

WHEREAS, the City of Goldsboro's Disadvantaged Business Enterprise Policy, as defined in 49 CFR Part 26, shall have the maximum opportunity to participate in the performance of contracts for the City; and

WHEREAS, the policy conforms to the requirements set by Federal Transportation Administration (FTA) which will include DBEs in the procurement process for all goods and services to the maximum practicable extent; and

WHEREAS, this policy is intended to establish compliance with Federal and State guidelines.

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

1. The City of Goldsboro's Disadvantaged Business Enterprise Policy is hereby adopted and establishing the guidelines for the City of Goldsboro.
2. This resolution shall be in full force and effect from and after the _____ day of _____ 2014.

Approved as to form only:

Reviewed by:

City Attorney

City Manager



**CITY OF GOLDSBORO
TITLE VI PLAN
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
POLICY AND PROCEDURES**

Policy Statement

The City of Goldsboro has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The City of Goldsboro has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the City of Goldsboro has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the City of Goldsboro to ensure that DBEs are defined in part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

- 1) To ensure nondiscrimination in the award and administration of DOT – assisted contracts;
- 2) To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- 3) To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- 4) To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
- 5) To help remove barriers to the participation of DBEs in DOT assisted contracts;
- 6) To assist the development of firms that can compete successfully in the market place outside the DBE Program.

The Financial Analyst for the City of Goldsboro has been delegated as the DBE Liaison Officer. In that capacity, the Financial Analyst is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the City of Goldsboro in its financial assistance agreements with the Department of Transportation.

The City of Goldsboro has disseminated this policy statement to the City Council and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts.

The City of Goldsboro has disseminated this policy statement to its Council and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts. The DBE Program is posted on City of Goldsboro's web site and was advertised in (English and Spanish) within the local newspaper.

Alfonzo “AL” King, Mayor
City of Goldsboro

Date



CITY OF GOLDSBORO

Public Transportation Division



Disadvantaged Business Enterprise (DBE) Program





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**CITY OF GOLDSBORO
TITLE VI PLAN
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
POLICY AND PROCEDURES**

Policy Statement

The City of Goldsboro has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The City of Goldsboro has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the City of Goldsboro has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the City of Goldsboro to ensure that DBEs are defined in part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

- 1) To ensure nondiscrimination in the award and administration of DOT – assisted contracts;
- 2) To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- 3) To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- 4) To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
- 5) To help remove barriers to the participation of DBEs in DOT assisted contracts;
- 6) To assist the development of firms that can compete successfully in the market place outside the DBE Program.

The Financial Analyst for the City of Goldsboro has been delegated as the DBE Liaison Officer. In that capacity, the Financial Analyst is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the City of Goldsboro in its financial assistance agreements with the Department of Transportation.

The City of Goldsboro has disseminated this policy statement to the City Council and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts.

The City of Goldsboro has disseminated this policy statement to its Council and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts. The DBE Program is posted on City of Goldsboro's web site and was advertised in (English and Spanish) within the local newspaper.

Alfonzo “AL” King, Mayor
City of Goldsboro

Date



**CITY OF GOLDSBORO
TITLE VI PLAN
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
POLICY AND PROCEDURES**

It is the policy of the City of Goldsboro that Disadvantaged Business Enterprises, as defined in **49 CFR Part 26**, shall have the maximum opportunity to participate in the performance of contracts for the City, and specifically those financed in whole or in part with Federal funds under grants, contracts or cooperative agreements. The City's policy is to seek out and include DBEs in the procurement process for all goods and services to the maximum practicable extent. Accordingly, the City encourages DBEs to compete for City of Goldsboro contracts and subcontracts, and encourages joint ventures between DBE and non-DBE firms who compete for the City contracts and subcontracts. The objectives are found in the policy statement on the first page of this program.

SUBPART A – GENERAL REQUIREMENTS

Section 26.3 Applicability

The City of Goldsboro is the recipient of federal airport funds authorized by 49 U.S.C. 47101, *et seq.*

The City of Goldsboro is the recipient of federal-aid highway funds authorized under Titles I and V of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), Pub. L. 102-240, 105 Stat. 1914, Titles I, III, and V of the Transportation Equity Act for the 21st Century (TEA-21, Pub. L. 105-178, 112 Stat. 107.

The City of Goldsboro is the recipient of federal transit funds authorized by Titles I, III, V, and VI of ISTEA, Pub. L. 102-240 or by Federal transit laws in Title 49, U.S. Code, or Titles I, II, and V of the Teas-21, Pub. L. 105-178.

Section 26.5 Definitions

The City of Goldsboro will adopt the definitions contained in Section 26.5 of Part 26 for this program and will only add and include any new/amended definitions as they are provided by USDOT.

Affiliation has the same meaning the term has in the Small Business Administration (SBA) regulations, 13 CFR part 121.

- (1) Except as otherwise provided in 13 CFR part 121, concerns are affiliates of each other when, either directly or indirectly:
 - (i) One concern controls or has the power to control the other; or
 - (ii) A third party or parties controls or has the power to control both; or

- (iii) An identity of interest between or among parties exists such that affiliation may be found.
- (2) In determining whether affiliation exists, it is necessary to consider all appropriate factors, including common ownership, common management, and contractual relationships. Affiliates must be considered together in determining whether a concern meets small business size criteria and the statutory cap on the participation of firms in the DBE program.

Alaska Native means a citizen of the United States who is a person of one-fourth degree or more Alaskan Indian (including Tsimshian Indians not enrolled in the Metlaktla Indian Community), Eskimo, or Aleut blood, or a combination of those bloodlines. The term includes, in the absence of proof of a minimum blood quantum, any citizen whom a Native village or Native group regards as an Alaska Native if their father or mother is regarded as an Alaska Native.

Alaska Native Corporation (ANC) means any Regional Corporation, Village Corporation, Urban Corporation, or Group Corporation organized under the laws of the State of Alaska in accordance with the Alaska Native Claims Settlement Act, as amended (43 U.S.C. 1601, *et seq.*).

Compliance means that a recipient has correctly implemented the requirements of this part.

Contract means a legally binding relationship obligating a seller to furnish supplies or services (including, but not limited to, construction and professional services) and the buyer to pay for them. For purposes of this part, a lease is considered to be a contract.

Contractor means one who participates, through a contract or subcontract (at any tier), in a DOT-assisted highway, transit, or airport program.

Department or *DOT* means the U.S. Department of Transportation, including the Office of the Secretary, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Federal Aviation Administration (FAA).

Disadvantaged business enterprise or *DBE* means a for-profit small business concern—

- (1) That is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51 percent of the stock is owned by one or more such individuals; and
- (2) Whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

DOT-assisted contract means any contract between a recipient and a contractor (at any tier) funded in whole or in part with DOT financial assistance, including letters of credit or loan guarantees, except a contract solely for the purchase of land.

DOT/SBA Memorandum of Understanding or *MOU*, refers to the agreement signed on November 23, 1999, between the Department of Transportation (DOT) and the Small Business Administration (SBA) streamlining certification procedures for participation in SBA's 8(a) Business Development (8(a) BD) and Small Disadvantaged Business (SDB)

programs, and DOT's Disadvantaged Business Enterprise (DBE) program for small and disadvantaged businesses.

Good faith efforts means efforts to achieve a DBE goal or other requirement of this part which, by their scope, intensity, and appropriateness to the objective, can reasonably be expected to fulfill the program requirement.

Home state means the state in which a DBE firm or applicant for DBE certification maintains its principal place of business.

Immediate family member means father, mother, husband, wife, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, mother-in-law, or father-in-law.

Indian tribe means any Indian tribe, band, nation, or other organized group or community of Indians, including any ANC, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians, or is recognized as such by the State in which the tribe, band, nation, group, or community resides. See definition of “tribally-owned concern” in this section.

Joint venture means an association of a DBE firm and one or more other firms to carry out a single, for-profit business enterprise, for which the parties combine their property, capital, efforts, skills and knowledge, and in which the DBE is responsible for a distinct, clearly defined portion of the work of the contract and whose share in the capital contribution, control, management, risks, and profits of the joint venture are commensurate with its ownership interest.

Native Hawaiian means any individual whose ancestors were natives, prior to 1778, of the area which now comprises the State of Hawaii.

Native Hawaiian Organization means any community service organization serving Native Hawaiians in the State of Hawaii which is a not-for-profit organization chartered by the State of Hawaii, is controlled by Native Hawaiians, and whose business activities will principally benefit such Native Hawaiians.

Noncompliance means that a recipient has not correctly implemented the requirements of this part.

Operating Administration or *OA* means any of the following parts of DOT: the Federal Aviation Administration (FAA), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA). The “Administrator” of an operating administration includes his or her designees.

Personal net worth means the net value of the assets of an individual remaining after total liabilities are deducted. An individual's personal net worth does not include: The individual's ownership interest in an applicant or participating DBE firm; or the individual's equity in his or her primary place of residence. An individual's personal net worth includes only his or her own share of assets held jointly or as community property with the individual's spouse.

Primary industry classification means the North American Industrial Classification System (NAICS) designation which best describes the primary business of a firm. The NAICS is described in the *North American Industry Classification Manual—United States, 1997* which is available from the National Technical Information Service, 5285 Port Royal Road, Springfield, VA, 22161; by calling 1 (800) 553-6847; or via the Internet at: <http://www.ntis.gov/product/naics.htm>.

Primary recipient means a recipient which receives DOT financial assistance and passes some or all of it on to another recipient.

Principal place of business means the business location where the individuals who manage the firm's day-to-day operations spend most working hours and where top management's business records are kept. If the offices from which management is directed and where business records are kept are in different locations, the recipient will determine the principal place of business for DBE program purposes.

Program means any undertaking on a recipient's part to use DOT financial assistance, authorized by the laws to which this part applies.

Race-conscious measure or program is one that is focused specifically on assisting only DBEs, including women-owned DBEs.

Race-neutral measure or program is one that is, or can be, used to assist all small businesses. For the purposes of this part, *race-neutral* includes gender-neutrality.

Recipient is any entity, public or private, to which DOT financial assistance is extended, whether directly or through another recipient, through the programs of the FAA, FHWA, or FTA, or who has applied for such assistance.

Secretary means the Secretary of Transportation or his/her designee.

Set-aside means a contracting practice restricting eligibility for the competitive award of a contract solely to DBE firms.

Small Business Administration or *SBA* means the United States Small Business Administration.

SBA certified firm refers to firms that have a current, valid certification from or recognized by the SBA under the 8(a) BD or SDB programs.

Small business concern means, with respect to firms seeking to participate as DBEs in DOT-assisted contracts, a small business concern as defined pursuant to section 3 of the Small Business Act and Small Business Administration regulations implementing it (13 CFR part 121) that also does not exceed the cap on average annual gross receipts specified in §26.65(b).

Socially and economically disadvantaged individual means any individual who is a citizen (or lawfully admitted permanent resident) of the United States and who is—

- (1) Any individual who a recipient finds to be a socially and economically disadvantaged individual on a case-by-case basis.
- (2) Any individual in the following groups, members of which are rebuttably presumed to be socially and economically disadvantaged:
 - (i) “Black Americans,” which includes persons having origins in any of the Black racial groups of Africa;
 - (ii) “Hispanic Americans,” which includes persons of Mexican, Puerto Rican, Cuban, Dominican, Central or South American, or other Spanish or Portuguese culture or origin, regardless of race;
 - (iii) “Native Americans,” which includes persons who are American Indians, Eskimos, Aleuts, or Native Hawaiians;
 - (iv) “Asian-Pacific Americans,” which includes persons whose origins are from Japan, China, Taiwan, Korea, Burma (Myanmar), Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Brunei, Samoa, Guam, the U.S. Trust Territories of the Pacific Islands (Republic of Palau), the Commonwealth of the Northern Marianas Islands, Macao, Fiji, Tonga, Kiribati, Juvalu, Nauru, Federated States of Micronesia, or Hong Kong;
 - (v) “Subcontinent Asian Americans,” which includes persons whose origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives Islands, Nepal or Sri Lanka;
 - (vi) Women;
 - (vii) Any additional groups whose members are designated as socially and economically disadvantaged by the SBA, at such time as the SBA designation becomes effective.

Tribally-owned concern means any concern at least 51 percent owned by an Indian tribe as defined in this section.

You refers to a recipient, unless a statement in the text of this part or the context requires otherwise (i.e., ‘You must do XYZ’ means that recipients must do XYZ).

Section 26.7 Non-discrimination Requirements

The City of Goldsboro will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR part 26 on the basis of race, color, sex, or national origin.

In administering its DBE program, the City of Goldsboro will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Section 26.11 Record Keeping Requirements

Uniform Report of DBE Awards or Commitments and Payments: 26.11(a)

The City of Goldsboro will report DBE participation to FTA on a semi-annual basis, using the Uniform Report of DBE Awards or Commitments and Payments, found in Appendix B to the DBE regulation.

Bidders List: 26.11(c)

The City of Goldsboro will create a bidders list, consisting of information about all DBE and non-DBE firms that bid or quote on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders list approach to calculating overall goals. The bidder list will include the name, address, DBE non-DBE status, age, and annual gross receipts of firms. We will collect this information from all actual vendors who either perform work for the City of Goldsboro, or who seek to do business with the City. Vendors, (successful and unsuccessful) who attend pre-bid and/or pre-proposal meetings, will be asked to provide this information. Prime contractors will be asked to provide the same information for all of their sub-contractors. City will use this information as part of its own "Vendor" list to use in helping to set overall goals, and in general and/or specific project solicitations.

Section 26.13 Assurances

The City of Goldsboro has signed the following assurances, applicable to all DOT-assisted contracts and their administration:

Federal Financial Assistance Agreement Assurance: 26.13(a)

The City of Goldsboro shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT assisted contract or in the administration of its DBE Program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT assisted contracts. The recipient's DBE Program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the City of its failure to carry out its approved program, the Department may impose sanction as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

This language will appear in financial assistance agreements with sub-recipients.

Contract Assurance: 26.13b

We will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

The contractor, sub-recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT

assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

SUBPART B – ADMINISTRATIVE REQUIREMENTS

Section 26.21 DBE Program Updates

Since the City of Goldsboro has received a grant of \$250,000 or more in FTA planning capital, and or operating assistance in a federal fiscal year, we will continue to carry out this program until all funds from DOT financial assistance have been expended. We will provide to DOT/FTA updates representing significant changes in the program.

Section 26.25 DBE Liaison Officer (DBELO)

We have designated the following individual as our DBE Liaison Officer:

Nona Robbins,
Financial Analyst
200 N. Center Street
Goldsboro, NC 27530
(919) 580-4355
NRobbins@goldsboronc.gov

In that capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that the City of Goldsboro complies with all provision of 49 CFR Part 26. The DBELO has direct, independent access to the Mayor and City Council concerning DBE program matters. An organization chart displaying the DBELO's position in the organization is found in Attachment 1 to this program.

The DBELO is responsible for developing, implementing and monitoring the DBE program, in coordination with other appropriate officials. The DBELO has a support staff of six (6) to assist in the administration of the program. The duties and responsibilities of the DBELO and support staff include the following:

1. Gathers and reports statistical data and other information as required by DOT.
2. Reviews third party contracts and purchase requisitions for compliance with this program.
3. Works with all departments to set overall annual goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals attainment and identifies ways to improve progress.
6. Analyzes City of Goldsboro's progress toward attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.

8. Advises the Mayor/City Council on DBE matters and achievement.
9. Chairs the DBE Advisory Committee.
10. Participates in pre-bid meetings.
11. Provides DBEs with information and assistance in preparing bids, obtaining bonding and insurance.
12. Plans and participates in DBE training seminars.
13. Certifies DBEs according to the criteria set by DOT and acts as liaison to the Uniform Certification Process in North Carolina.
14. Provides outreach to DBEs and community organizations to advise them of opportunities.
15. Maintains the City of Goldsboro's updated directory on certified DBEs.

Section 26.27 DBE Financial Institutions

It is the policy of the City of Goldsboro to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contract to make use of these institutions. We have made the following efforts to identify and use such institutions: North Carolina Department of Commerce Small Business, North Carolina Small and Local Business Network, Wayne Community College Small Business Center, the Federal Transit Authority, the North Carolina Department of Transportation, North Carolina's Unified Certification Program as Disadvantaged Business Enterprises (DBE), North Carolina Department of Administration's Historically Underutilized Business (HUB) certification, Small Professional Services Firms (SPSF), Minority Business Enterprises (MBE), Woman Business Enterprises (WBE), and/or Small Business Enterprises (SBE), other City of Goldsboro member jurisdictions, and other organizations that maintain DBE information relevant to City's procurement needs. We will also re-evaluate the availability of DBE financial institutions every one (1) year.

Information on the availability of such institutions can be obtained from the DBE Liaison Officer.

Section 26.29 Prompt Payment Mechanisms

Prompt Payment: 26.29(a)

The City of Goldsboro will include the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than thirty (30) days from the receipt of each payment the prime contract receives from the City of Goldsboro. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the City. This clause applies to both DBE and non-DBE subcontracts.

Retainage: 26.29(b)

The prime contractor agrees to return retainage payments to each subcontractor within thirty (30) days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the City of Goldsboro. This clause applies to both DBE and non-DBE subcontracts.

Monitoring and Enforcement: 26.29(d)

The City of Goldsboro has established a monitoring plan to monitor and enforce that prompt payment and return of retainage is in fact occurring. To ensure that prompt payment and retainage is in fact occurring, City staff will closely monitor vendors who have received contract bids. The City of Goldsboro will require the Contractor to provide DBE reports with each invoice submitted for payment. Failure of the Contractor to provide the DBE reports may result in the invoice not being paid until the Contractor has provided the report. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the City. This language applies to both DBE and non-DBE subcontractors.

The City of Goldsboro will require prime contractors to maintain records and documents of payments to DBEs for three (3) years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of the City or DOT/FTA. This reporting requirement also extends to any certified DBE subcontractor.

The City of Goldsboro will perform interim audits of contract payments to DBEs to ensure that the actual amount paid to DBE subcontractors equal or exceeds the dollar amounts stated in the report of DBE participation. A letter of DBE participation will be issued to the firm identified by the prime contractor as performing work on the contract. The firm shall be requested to return the letter acknowledging the work and payment amount submitted to the City from the prime contractor.

If the City of Goldsboro determines that the prime contractor has failed to comply with the prompt payment provisions set forth above, the City may give written notice to the contractor and the contractor's Surety that, if the default is not remedied within ten (10) days, the contract may be terminated. The City may also impose penalties and sanctions for non-compliance with the prompt payment clause contained in Section 26.37, Monitoring and Enforcement Mechanisms.

Section 26.31 Directory

The City of Goldsboro will maintain a directory identifying all firms eligible to participate as DBEs. The directory lists the firm's name, address, phone number, date of the most recent certification, and the type of work the firm has been certified to perform as a DBE. The City of Goldsboro will revise the directory annually. **The directory can be acquired from the DBE Liaison Officer at 200 N. Center Street; Goldsboro, NC 27530; (919) 580-4355; or NRobbins@goldsboronc.gov.**

Section 26.33 Overconcentration

The City of Goldsboro has not identified an overconcentration element in the DBE program. However, if an overconcentration is identified when re-evaluating every two (2) years, then the following actions and procedures may occur:

- ❖ If the City of Goldsboro determines that DBE firms are over-concentrated in a certain type of work as to unduly burden the opportunity of non-DBE firms to participate in this type of work, the City will devise appropriate measures to address the overconcentration
- ❖ These measures may include the use of incentives, technical assistance, business development programs, mentor-protégé programs, and other appropriate measures designed to assist DBEs in performing work outside of the specified field in, which the City has determined that non-DBEs are unduly burdened. The City may consider varying its use of contract goals, to the extent consistent with §26.51, to ensure that non-DBEs are not unfairly prevented from competing for subcontracts.
- ❖ The City of Goldsboro must obtain the approval of its concerned DOT operating administration for its determination of overconcentration and the measures the City devises to address it. Once, approved, the measures become part of the DBE program.

Section 26.35 Business Development Programs

The City of Goldsboro is newly small transportation policy-making agency responsible for planning and prioritizing transportation projects within the City's target project service area. The City has not established a business development program and will review the need for a Business Development program in two (2) years, especially if there is substantial growth to the transit agency.

Section 26.37 Monitoring and Enforcement Mechanisms

The City of Goldsboro will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26.

1. The City of Goldsboro will bring to the attention of the Department of Transportation any false, fraudulent, or dishonest conduct in connection with the program, so that DOT can take the steps (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules) provided in 26.109.
2. The City of Goldsboro will consider similar action under our own legal authorities, including responsibility determinations in future contracts. There will be a contract clause providing that the prime contractor will not be reimbursed for work performed by subcontractors unless and until the prime contractor ensures that the subcontractors are promptly paid for the work they have performed.

3. The City of Goldsboro will also provide a monitoring and enforcement mechanism to verify that work committed to DBEs at contract award is actually performed by the DBEs. This will be accomplished by periodic monthly checks from the DBE Liaison Officer and will occur for each contract/project on which DBEs are participating.
4. The City of Goldsboro will keep a running tally of actual payments to DBE firms for work committed to them at the time of contract award.

Compliance reviews. For each contract/project on which DBEs are participating: project managers may, from time to time, conduct scheduled or unannounced compliance reviews, either on the site of a project, or off-site (in contractors' or subcontractors' principal offices), or by requesting contractors and subcontractors to submit specified documentation to staff.

Compliance reviews may include a check of the identity and DBE status of contractors on-site on the date of a site visit; interviews of the prime contractor's site superintendent and on-site supervisors for subcontractors performing work on the date of a site visit; and review of other information and documentation deemed relevant to such compliance review. The findings of any compliance review shall be reported in writing to the Contractors and Purchasing Manager, and the written report shall identify the sources of information and documentation reviewed and relied upon in making specific findings.

Please refer to Attachment 3 for additional Monitoring and Enforcement Mechanisms.

Section 26.39 Small Business Participation

The City of Goldsboro has incorporated the following non-discriminatory element to its DBE program, in order to facilitate competition on DOT-assisted public works projects by small business concerns (both DBEs and non-DBE small businesses):

This small business element is included to ensure that small businesses have an equitable opportunity to participate and receive a fair share in City of Goldsboro procurement programs.

The City of Goldsboro follows 49 CFR §26.5 in defining a Small Business Concern. This means, with respect to firms seeking to participate as DBEs in DOT-assisted contracts, a small business concern as defined pursuant to Section 3 of the Small Business Act and Small Business Administration regulations implementing it that also does not exceed the cap on average annual gross receipts specified in §26.65(b). By the use of this definition, it ensures that all small businesses are subject to the same size standards and can compete with similarly-sized businesses. According to DOT, a small business is one that:

- Is organized for profit;
- Has a place of business in the United States;
- Makes a significant contribution to the U.S. economy by paying taxes or using American products, material or labor;
- Does not exceed the numerical size standard for its industry;
- Can be a sole proprietorship, partnership, corporation, or any other legal form.

In order to prevent abuse and minimize fraud in determining eligibility of small businesses, firms will not be allowed to self-verify or self-certify themselves. The City of Goldsboro will accept the certification/verification process used by another credible entity based on the 49 CFR §26.5 criteria listed above. The City does not certify minority, disadvantaged or woman-owned businesses. Any business which desires to participate as an MBE will be required to complete and submit for certification, documents required by the agencies listed below. Only those firms holding current certification through at least one of the following agencies will be considered eligible for inclusion in meeting the MBE participation percentage goals:

- North Carolina's Unified Certification Program as Disadvantaged Business Enterprises (DBE)
- Minority Business Enterprises (MBE), Woman Business Enterprises (WBE)
- Small Professional Services Firms (SPSF)
- Small Business Enterprises (SBE)
- North Carolina Department of Administration's Historically Underutilized Business (HUB) certification
- Other governmental agencies on a case-by-case basis

A copy of these guidelines will be issued with each bid package for The City of Goldsboro building construction projects. These guidelines shall apply to all contractors regardless of ownership.

The City of Goldsboro Transportation Division is a newly small transportation policy-making agency responsible for planning and prioritizing transportation projects within the City's target project service area must follow the *Procurement Policy adopted by the City Council*. This Procurement Policy governs the purchase of all goods, supplies, equipment, materials, construction and services for the City, including the branches, departments, divisions, sections, and agencies under their control, regardless of the funding source, except as otherwise provided by law. Therefore, the City of Goldsboro may not always have the authority to structure contracts to benefit small businesses.

The Finance Department is committed to maintaining the integrity of the process, maintaining favorable business relationships, fostering fair and open competition and maximizing value. Therefore, the City of Goldsboro will attempt to attract small business participation, including businesses owned by women, minorities, socially and economically disadvantaged individuals, and service-disabled veterans. The City is aware that race or gender cannot be used as eligibility criteria for a small business concern.

In order to facilitate competition by small business concerns, the City of Goldsboro will utilize the same Race Neutral steps with small businesses as it does with DBEs (See section on Race Neutral Measures). In addition, the following steps have been or will be taken to increase small business participation:

- Recommend prime contractors provide subcontracting opportunities of a size that small businesses can reasonably perform, rather than self-performing all the work involved;

- Recommend large subcontractors who have won bids to provide opportunities for small businesses;
- Remove unnecessary burdens (e.g. bonding, insurance, etc.) so that competition is encouraged;
- Post solicitations online at www.northcarolinabids.com so that local vendors have an equal opportunity;
- The City of Goldsboro's online bid distribution system provides equal access to all solicitations (informal and formal) at no cost to vendors. There is minor subscription fee only if vendors want to receive email notifications; otherwise, all vendors have free and equal access to the information;
- Utilize unbundling by including line items in some construction grants for materials and labor;
- Attempt to identify alternative acquisition strategies and structure procurements to facilitate the ability for small businesses, including DBEs, to compete for and perform prime contracts.

As several of the above listed steps have already been implemented, the City of Goldsboro will take steps to implement the remainder as purchasing/bidding opportunities become available. Public transportation staff will meet annually with procurement and fiscal staff to assess and discuss the types of contracts that will be available and what actions will need to be taken to meet the above-listed steps. As the City of Goldsboro does not utilize set-asides, other strategies will be utilized to assist small businesses. The City will collect data on small business participation for review at Triennial audits.

Although the City of Goldsboro Transportation Division is a small transit agency and has very few construction projects, in order to meet the requirements of Section 26.39, PCPT will make the following outreach efforts to increase small business participation:

- 1) Attempt to develop a regional partnership with other local transit agencies to utilize small business enterprises when feasible.
- 2) Work with minority-focused and small business groups that support MBE and small business inclusion in the solicitation of bids.
- 3) Place more emphasis on the importance of soliciting certified MBE firms and small businesses for subcontracting opportunities at pre-bid conferences and in the bid documents. Examine specifications to identify special subcontracting opportunities and strongly encourage prime contractors to solicit bids for subcontracts from MBE firms.
- 4) Provide detailed information to majority contractors concerning the Guidelines for Recruitment and Selection of Minority Business and Outreach Plan and provide information on N.C.G.S. 143-129 by holding meetings with the contractors.

- 5) Assess the effectiveness of the MBE Program, and identify opportunities to enhance it, by evaluating MBE participation and compliance and reviewing the “good faith efforts” provided in bid packages.
- 6) Identify subcontracting opportunities unique to each construction contract and project and concentrate heavily on targeting certified MBE firms and small businesses that have expressed an interest in The City of Goldsboro projects. Identify these opportunities and contact interested businesses no later than 10 days prior to the bid opening and provide a list of prime contractors plan to participate in the project.
- 7) Build new business relationships through networking and continue networking with other North Carolina cities and counties to find out how their Outreach Program and MBE program is working and sharing “best practices” and ideas to improve the program.
- 8) Participate in education opportunities throughout the community as they become available and offer training sessions to share the City’s Outreach Plan with interested businesses and organizations.
- 9) Be visible through participation in trade shows and business organizations of interest to MBE firms, majority contractors and small businesses, and provide information to the general public about the MBE Program, and continue outreach efforts to the business community.
- 10) Posting any workshop notice or outreach efforts on City's website calendar, social media (YouTube, Vimeo, Facebook), government channel WGTN10 (channel 10 for Time Warner subscribers) and various other City publications.
- 11) Enhance the City’s web page by including the Outreach Plan and Guidelines, listing good faith efforts, and creating links to MBE resources, and creating awareness of specific subcontracting opportunities.
- 12) Make available to minority-focused agencies, a list of subcontracting opportunities when they are identified, no later than 10 days prior to the bid opening, and a list of prime bidders that subcontractors may wish to contact for subcontracting consideration.
- 13) Continue to maintain a database specifically for MBE firms and majority contractors to ensure those firms wishing to do business with The City of Goldsboro have access to up to date information.
- 14) Advertise upcoming bid opportunities in minority-focused media.
- 15) Work with architects and engineers to make subcontracting opportunities more noticeable and more easily understood by potential contractors and subcontractors.

SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING

Section 26.43 Set-asides or Quotas

The City of Goldsboro does not use quotas in any way in the administration of this DBE program.

Section 26.45 Overall Goals

In accordance with Section 26.45, the City of Goldsboro will submit its triennial overall DBE goal to FTA on August 1st of the year specified by FTA. All submissions will be sent along with supporting documentation on the methodology and analysis employed. A step by step description of the methodology used to calculate the overall goal can be found in Attachment 4 to this program.

The City of Goldsboro will also request use of project-specific DBE goals as appropriate, and/or will establish project-specific DBE goals as directed by FTA.

The process generally used by the City of Goldsboro to establish overall DBE goals is as follows:

Before establishing the overall goal every three years, the City of Goldsboro Transportation Division will consult with the Finance Department to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the City's efforts to establish a level playing field for the participation of DBEs. Attempts will be made to meet with groups such as women, minorities, small businesses, general contractors groups, and community organizations to inform them of any proposed projects that City is planning in the next few years.

Following this consultation, the City of Goldsboro Transportation Division will publish a notice of the proposed overall goals, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at our principal office for thirty (30) days following the date of the notice, and informing the public that we and DOT will accept comments on the goals for forty-five (45) days from the date of the notice. Normally, we will issue this notice by June 1 every third year. The notice will include addresses to which comments may be sent and addresses (including offices and websites) where the proposal may be reviewed. These notices will be published throughout the City and County in a general newspaper (Goldsboro News Argus); minority-focused media (Greater Diversity); and a trade magazine (APTA Passenger Transport).

Our overall goal submission to DOT will include: the goal (including the breakout of estimated race-neutral and race-conscious participation, as appropriate); a copy of the methodology, worksheets, etc., used to develop the goal; a summary of information and comments received during this public participation process and our responses; and proof of publication of the goal in media outlets listed above.

The City of Goldsboro will begin using its overall goal on October 1 of each year, unless we are received other instructions from DOT. Our goal will remain effective for the duration of the three-year period established and approved by FTA.

Section 26.47 Goal Setting and Accountability

If the awards and commitments shown on the City of Goldsboro Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the overall applicable to that fiscal year, we will:

1. Analyze in detail the reason for the difference between the overall goal and the actual awards/commitments;
2. Establish specific steps and milestones to correct the problems identified in the analysis; and
3. As the City of Goldsboro does not have one of the 50 largest transit service providers, the City will conduct an annual analysis on whether or not it is meeting its DBE goal. If the goal is not being met, we will establish and implement a corrective action plan. This information will be kept for review should the FTA request it during its triennial review.

Section 26.49 Transit Vehicle Manufacturers Goals

The City of Goldsboro will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with the requirements of this section. Alternatively, the City may, at its discretion and with FTA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the TVM complying with this element of the program.

Section 26.51 Meeting Overall Goals/Contract Goals

The City of Goldsboro will use contract goals to help meet any portion of the overall goal the City does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of our overall goal that is not projected to be met through the use of race-neutral means.

The City of Goldsboro will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. We need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract; (e.g., type and location of work, availability of DBEs to perform the particular type of work). We will express our contract goals as a percentage of the federal share of a DOT-assisted contract.

The following language shall be incorporated in all specifications for formal bids of activities identified for a DBE goal:

Bidders are hereby advised that the City of Goldsboro has adopted a Disadvantaged Business Enterprise (DBE) program which establishes a goal for maximizing participation of disadvantaged business enterprises in all contracts and subcontract projects. Each bidder should become aware of the percentage goal for DBE opportunities currently applicable to the proposed bid. It shall be the responsibility of the successful bidder to take affirmative action and to assist City in complying with meeting its DBE goal.

Section 26.53 Good Faith Efforts Procedures

Award of Contracts with a DBE Contract Goal: 26.53(a)

In those instances where a contract-specific DBE goal is included in a procurement/solicitation, the City of Goldsboro will not award the contract to a bidder who does not either: (1) meet the contract goal with verified, countable DBE participation; or (2) documents it has made adequate good faith efforts to meet the DBE contract goal, even though it was unable to do so. It is the obligation of the bidder to demonstrate it has made sufficient good faith efforts prior to submission of its bid.

Evaluation of Good Faith Efforts: 26.53(a) & (c)

The DBELO is responsible for determining whether a bidder/offeror who has not met the contract goal has documented sufficient good faith efforts to be regarded as responsive.

The City of Goldsboro will utilize the following criteria to determine the contractor's "good faith effort" to subcontract and negotiate with DBEs:

- (1) Whether the contractor or supplier attended any presolicitation or prebid meetings that were scheduled by the City to inform DBEs of contracting and subcontracting opportunities.
- (2) Whether the contractor or supplier provided notice in general circulation, trade association, and minority and female focus media concerning the subcontracting opportunities.
- (3) Whether the contractor provided written notice to a reasonable number of specific DBEs that their interest in the contract was solicited in sufficient time to allow the DBEs to effectively participate.
- (4) Whether the contractor followed up the initial solicitation of interest by contacting DBEs to determine with certainty whether the DBEs were interested.
- (5) Whether the contractor selected portions of the work to be performed by DBEs in order to increase the likelihood of meeting the DBE goal including, where appropriate, segmenting contracts into economically feasible units to facilitate DBE participation.
- (6) Whether the contractor provided interested DBEs with adequate information about the plans, specifications and requirements of the contract.

- (7) Whether the contractor negotiated in "good faith" with interested DBEs not rejecting DBEs as unqualified without sound reasons based on a thorough investigation of their capabilities.
- (8) Whether the contractor made efforts to assist interested DBEs in obtaining bonding, lines of credit or insurance required by the Board or the contractor.
- (9) Whether the contractor effectively used the services of available minority and female community organizations, minority and female contractors' groups, local, state and federal minority and female business assistance offices, and other organizations that provide assistance in the recruitment and placement of DBEs.

The City Council may, upon written notice to the contractor, meet with its officials to discuss or provide written evidence of "good faith effort" to subcontract and negotiate with DBEs and DBE/Non-DBE/Joint Venture and its ability to achieve the established goal. Failure of a contractor to meet or provide the requested written information at a stipulated time and - place, without a demonstration of good cause, shall be cause for rejection of the proposal.

The City of Goldsboro will ensure that all information is complete and accurate and adequately documents the bidder/offer's good faith efforts before we commit to the performance of the contract by the bidder/offeror.

Information to be Submitted: 26.53(b)

The City of Goldsboro treats bidder/offers' compliance with good faith efforts' requirements as a matter of responsive.

Each solicitation for which a contract goal has been established will require the bidders/offerors to submit the following information:

1. The names and addresses of DBE firms that will participate in the contract;
2. A description of the work that each DBE will perform;
3. The dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractors commitment and
6. If the contract goal is not met, evidence of good faith efforts.

Failure of a contractor/subcontractor to comply with provisions above shall be cause for rejection of that contractor's proposal.

Administrative Reconsideration: 26.53(d)

Within ten (10) days of being informed by the City of Goldsboro that it is not responsible because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. Bidder/offerors should make this request in writing to the following reconsideration official: **DBE Liaison Officer at 200 N. Center Street; Goldsboro, NC 27530; (919) 580-4355; or NRobbins@goldsboronc.gov**. The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with our reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do so. We will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Good Faith Efforts when a DBE is Terminated/Replaced on a Contract with Contract Goals: 26.53(f)

The City of Goldsboro requires that prime contractors not terminate a DBE subcontractor listed on a bid/contract with a DBE contract goal without the City's prior written consent. Prior written consent will only be provided where there is "good cause" for termination of the DBE firm, as established by Section 26.53(f)(3) of the DBE regulation.

Before transmitting to the City of Goldsboro its request to terminate, the prime contractor must give notice in writing to the DBE of its intent to do so. A copy of this notice must be provided to the City prior to consideration of the request to terminate. The DBE will then have five (5) days to respond and advise the City of why it objects to the proposed termination.

In those instances where "good cause" exists to terminate a DBE's contract, the City of Goldsboro will require the prime contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. We will require the prime contractor to notify the DBE Liaison officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

In this situation, we will require the prime contractor to obtain our prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts.

If the contractor fails or refuses to comply in the time specified, our contracting office will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

Sample Bid Specification:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the City of Goldsboro to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offers, including those who qualify as a DBE. A DBE contract goal of ____ percent has been established for this contract. The bidder/offers shall make good faith efforts, as defined in Appendix A, 49 CFR Part 26 (Attachment 6), to meet the contract goal for DBE participation in the performance of this contract.

The bidder/offers will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) Written documentation of the bidder/offers's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) Written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (5) if the contract goal is not met, evidence of good faith efforts.

The sample specification is intended for use in both non-construction and construction contracts for which a contract goal has been established. Thus, it can be included in invitations for bid for construction, in requests for proposals for architectural/engineering and other professional services, and in other covered solicitation documents. A bid specification is required only when a contract goal is established.

Section 26.55 Counting DBE Participation

The City of Goldsboro will count DBE participation toward overall and contract goals as provided in 49 CFR 26.55. Semi-annually, the City shall provide the FTA with a report indicating the results and success in meeting the annual DBE percentage goal. The City shall maintain accurate and current records on the City's DBE program and contracting activities. The records kept shall indicate the DOT-assisted contracts awarded to DBE by type of contract, the names and addresses of the participating DBEs by ethnic group and sex, the amount of each contract, and an accounting of the actual amount of expenditures for each contract. Separate records may be maintained for minority-owned, women-owned, and 8(a) firms, which are minority or women-owned. Contract goals may be set slightly higher in some contracts to meet overall goals. The opportunity to implement this step will be considered on each contract and, when presumed feasible, will be brought to the attention of the City of Goldsboro Public Transportation Division for approval.

DBE participation that is counted toward the annual and project-specific goal shall be based on the total amount of FTA assistance in contracts awarded to eligible DBE participants. Awards/expenditures on contracts with DBE suppliers of materials and supplies will be counted in accordance with FTA Circular 4716.1A. A copy of this circular will be provided upon request.

SUBPARTS D & E– CERTIFICATION

Section 26.81 Unified Certification Programs

The City of Goldsboro is a non-certify member of a North Carolina Unified Certification Program (UCP) administered by Connect NCDOT. The UCP will meet all of the requirements of this section. The City will use and count for DBE credit only those DBE firms certified by the North Carolina UCP.

The City of Goldsboro will accept the certification/verification process used by another credible entity based on the 49 CFR §26.5 criteria listed above. The City does not certify minority, disadvantaged or woman-owned businesses. Any business which desires to participate as an MBE will be required to complete and submit for certification, documents required by the agencies listed below. Only those firms holding current certification through at least one of the following agencies will be considered eligible for inclusion in meeting the MBE participation percentage goals:

- North Carolina's Unified Certification Program as Disadvantaged Business Enterprises (DBE)
- Minority Business Enterprises (MBE), Woman Business Enterprises (WBE)
- Small Professional Services Firms (SPSF)
- Small Business Enterprises (SBE)
- North Carolina Department of Administration's Historically Underutilized Business (HUB) certification
- Other governmental agencies on a case-by-case basis

For firms interested in becoming certified, the City will refer them to the North Carolina Unified Certification Program, administered by Connect NCDOT, <https://connect.ncdot.gov/business/SmallBusiness/Pages/default.aspx>

Section 26.89 Certification Appeals

The City of Goldsboro will promptly implement any DOT certification appeal decisions affecting the eligibility of DBEs for the City's DOT-assisted contracting (e.g., certify a firm if DOT has determined that our denial of its application was erroneous).

Any firm or complainant may appeal a North Carolina UCP's decision in a certification matter to DOT. Such appeals may be sent to:

U.S. Department of Transportation
Office of Civil Rights Certification Appeals Branch
1200 New Jersey Ave. SE
West Building, 7th Floor
Washington, D.C. 20590

North Carolina's Unified Certification Program (UCP) includes an appeals provision for the DBE whose certification has been removed or the applicant whose certification has been denied. This internal appeal option is not a remedy a firm must exhaust before transmitting a

certification appeal to USDOT. That is, after a removal of certification or an initial denial, a firm could go through the North Carolina appeals process, and then to USDOT, or go directly to the USDOT process, bypassing the North Carolina appeal process.

A DBE or applicant has 30 days to notify the Department, in writing, of his/her intent to appeal a decision. The date on the returned receipt will start the 30-day appeal clock. The appeal process may be initiated by the applicant upon receipt of a denial letter generated by the Department. The denial letter will explain to the applicant why the application was denied, provide appeal procedures, and a timeline to appeal. Appeal rights following initial denial of an applicant's request for DBE certification are more specifically set forth under 49 CFR Part 26.85(a).

Third Party Complaints

Another provision of the UCP is a "Third-Party Complaint" procedure. This provision offers a way for interested parties to inform the NCDOT of their suspicions related to a DBE's certification, including business ownership, transfer of control to or from a non-qualified individual, or personal net worth and gross receipts that have exceeded the requirements. The receipt of a notarized DBE Eligibility Complaint Form initiates a third-party complaint. The form may be downloaded from this site or requested from NCDOT. The form cannot be accepted without proper notarization.

Further certification procedures are not addressed in this plan, as the City of Goldsboro accepts the FTA approved certification processes used by the State of North Carolina UCP.

SUBPART F – COMPLIANCE AND ENFORCEMENT

Section 26.109 Information, Confidentiality, & Cooperation

The City of Goldsboro will safeguard from disclose to third parties information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law. Notwithstanding any contrary provisions of state or local law, the City will not release personal financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter.

Monitoring Payments to DBEs

The City of Goldsboro will require prime contractors to maintain records and documents of payments to DBEs for three years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of the City of Goldsboro or DOT. This reporting requirement also extends to any certified DBE subcontractor.

The City of Goldsboro will perform interim audits of contract payments to DBEs. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts states in the schedule of DBE participation.

Organizational Chart

Disadvantage Business Enterprise Directory

The following link <https://partner.ncdot.gov/VendorDirectory/default.html> is provided for access to North Carolina Unified Certification Program (UCP) DBE Directory, which is maintain by Connect NCDOT.

The directory maintain by the City of Goldsboro can be acquired from the DBE Liaison Officer at 200 N. Center Street; Goldsboro, NC 27530; (919) 580-4355; or NRobbins@goldsboronc.gov.

Monitoring and Enforcement Mechanisms

Regulatory Provisions

Including but not limited to:

- Breach of contract action, pursuant to the terms of the contract
- 49 CFR Part 26 — Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs: particularly, Subpart F, Compliance and Enforcement
- 49 CFR Part 29 — Government-wide Debarment and Suspension (Non- Procurement) and Government-wide Requirements for Drug Free Workplace
- 49 CFR Part 31 — Program Fraud Civil Remedies
- 13 CFR Part 121 — Small Business Size Standards

Enforcement Mechanisms

The Federal Government has available several enforcement mechanisms that it may apply to firms participating in the DBE program, including, but not limited to, the following:

- 1) Suspension or debarment proceedings pursuant to 49 CFR part 31
- 2) Enforcement action pursuant to 49 CFR part 31
- 3) Prosecution pursuant to 18 USC 1001

Legal and Contract Remedies

If at any time the City of Goldsboro has reason to believe that the successful proposer is in violation of its obligations under the DBE contract provisions, or has otherwise failed to comply with the provisions thereof, the City may, in addition to pursuing any other available legal remedy, commence proceedings to impose sanctions on the successful proposer. Such sanctions may include, but are not limited to, one or more of the following:

- (1) The suspension of any payment or part thereof until such time that compliance is demonstrated.
- (2) The termination or cancellation of the contract in whole or in part unless compliance is demonstrated within a reasonable time.

The denial of that contractor to participate in any further FTA funded contracts awarded by the City of Goldsboro.

Overall Goal Calculation (Section 26.45)

Amount of Goal

- 1) The City's overall goal for the FY 20__ - 20__ is the following: __%of the Federal Financial assistance we will expend in DOT-assisted contracts exclusive of FTA funds to be used for the purchase of transit vehicles.
- 2) \$_____ is the dollar amount of **DOT**-assisted contracts that the City expects to award during FFY20__. This means that the City has set a goal of expending \$_____ with DBEs during this fiscal year/project.

Methodology used to Calculate Overall Goal

Step 1: 26.45(c)

Determine the base figure for the relative availability of DBEs.

The base figure for the relative availability of DBE's was calculated as follows:

$$\text{Base Figure} = \frac{\text{Ready, willing, and able DBEs}}{\text{All firms ready, willing and able}}$$

The data source or demonstrable evidence used to derive the numerator was:

The data source or demonstrable evidence used to derive the denominator was:

When we divided the numerator by the denominator we arrived at the base figure for our overall goal and that number was ____.

Step 2: 26.45(d)

After calculating a base figure of the relative availability of DBEs, evidence was examined to determine what adjustment was needed to the base figure in order to arrive at the overall goal.

In order to reflect as accurately as possible the DBE participation we would expect in the absence of discrimination we have adjusted our base figure by ____%.

The data used to determine the adjustment to the base figure was: The reason we chose to adjust our figure using this data was because:

From this data, we have adjusted our base figure to:

Public Participation

We published our goal information in the following publications:

We received comments from these individuals or organizations:

Summaries of these comments are as follows:

Our responses to these comments are as follows:

Breakout of Estimated Race-Neutral & Race-Conscious Participation (Section 26.51)

The City of Goldsboro will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The City will use the following race-neutral means to increase DBE participation:

- 1) Arranging solicitations, time of bids, quantities, etc., to facilitate DBEs.
- 2) Assistance to DBEs for bonding, financing, and surety costs.
- 3) Technical assistance and other services to DBEs.
- 4) Providing DBEs information on contract Opportunities.
- 5) DBE Supportive Services program.
- 6) Services to help DBEs expand and achieve self-sufficiency.
- 7) Assist DBE start-up firms in fields with low participation.
- 8) Ensure adequate knowledge regarding the State of North Carolina UCP.
- 9) Assist DBEs in emerging technology and electronic media.

The City of Goldsboro estimates that, in meeting its overall goal of ____%, it will obtain ____% from race-neutral participation and ____% through race-conscious measures.

In order to ensure that the City of Goldsboro's DBE program will be narrowly tailored to overcome the effects of discrimination, if the City uses contract goals, it will adjust the estimated breakout of race-neutral and race-conscious participation as needed to reflect actual DBE participation and will track and report race-neutral and race-conscious participation separately. For reporting purposes, race-neutral DBE participation includes, but is not necessarily limited to, the following DBE participation through a prime contract a DBE obtains through customary competitive procurement procedures:

- ✓ DBE participation through a subcontract on a prime contract that does not carry DBE goal;
- ✓ DBE participation on a prime contract exceeding a contract goal;
- ✓ DBE participation through a subcontract from a prime contractor that did not consider a firm's DBE status in making the award.

The City will maintain data separately on DBE achievements in those contracts with and without contract goals, respectively.

Good Faith Efforts Forms

Provide with the bid - Under GS 143-128.2(c) the undersigned bidder shall identify on its bid (Identification of Minority Business Participation Form) the minority businesses that it will use on the project with the total dollar value of the bids that will be performed by the minority businesses. Also, list the good faith efforts (Affidavit A) made to solicit minority participation in the bid effort

NOTE: A contractor that performs all of the work with its own workforce may submit an Affidavit (B) to that effect in lieu of Affidavit (A) required above. The MB Participation Form must still be submitted even if there is zero participation.

After the bid opening - The Owner will consider all bids and alternates and determine the lowest responsible, responsive bidder. Upon notification of being the apparent low bidder, the bidder shall then file within 72 hours of the notification of being the apparent lowest bidder, the following:

An Affidavit (C) that includes a description of the portion of work to be executed by minority businesses, expressed as a percentage of the total contract price, which is equal to or more than the 10% goal established. This affidavit shall give rise to the presumption that the bidder has made the required good faith effort and Affidavit D is not necessary;

OR

If less than the 10% goal, Affidavit (D) of its good faith effort to meet the goal shall be provided. The document must include evidence of all good faith efforts that were implemented, including any advertisements, solicitations and other specific actions demonstrating recruitment and selection of minority businesses for participation in the contract

NOTE: Bidders must always submit with their bid the Identification of Minority Business Participation Form listing all MB contractors, vendors, and suppliers that will be used. If there is no MB participation, then enter none or zero on the form. Affidavit A or Affidavit B, as applicable, also must be submitted with the bid. Failure to file a required affidavit or documentation with the bid or after being notified apparent low bidder is grounds for rejection of the bid

Identification of Minority Business Participation

I, _____
(Name of Bidder)

do hereby certify that on this project, we will use the following minority business as construction subcontractors, vendors, suppliers or providers of professional services.

Firm Name, Address, and Phone #	Work Type	*Minority Category

*Minority categories: Black, African American (**B**), Hispanic (**H**), Asian American (**A**) American Indian (**I**), Female (**F**) Socially and Economically Disadvantaged (**D**)

The total value of minority business contracting will be (\$) _____.

State of North Carolina **AFFIDAVIT A – Listing of Good Faith Efforts**

County of _____

(Name of Bidder)

Affidavit of _____

I have made a good faith effort to comply under the following areas checked:

Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive. (1 NC Administrative Code 30 I.0101)

- ☐ **1 – (10 pts)** Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor, or available on State or local government maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- ☐ **2 --(10 pts)** Made the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bids are due.
- ☐ **3 – (15 pts)** Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- ☐ **4 – (10 pts)** Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- ☐ **5 – (10 pts)** Attended prebid meetings scheduled by the public owner.
- ☐ **6 – (20 pts)** Provided assistance in getting required bonding or insurance or provided alternatives to bonding or insurance for subcontractors.
- ☐ **7 – (15 pts)** Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- ☐ **8 – (25 pts)** Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- ☐ **9 – (20 pts)** Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- ☐ **10 - (20 pts)** Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

The undersigned, if apparent low bidder, will enter into a formal agreement with the firms listed in the Identification of Minority Business Participation schedule conditional upon scope of contract to be executed with the Owner. Substitution of contractors must be in accordance with GS143-128.2(d) Failure to abide by this statutory provision will constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of the minority business commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____ 20____

Notary Public _____

My commission expires _____

County of _____

Affidavit of _____
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the _____
_____ contract.
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and

The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement. The Bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: _____ Name of Authorized Officer: _____
Signature: _____
Title: _____



State of _____, County of _____
Subscribed and sworn to before me this _____ day of _____ 20____
Notary Public _____
My commission expires _____

**State of North Carolina - AFFIDAVIT C - Portion of the Work to be
Performed by Minority Firms**

County of _____

(Note this form is to be submitted only by the apparent lowest responsible, responsive bidder.)

If the portion of the work to be executed by minority businesses as defined in GS143-128.2(g) and 128.4(a),(b),(e) is equal to or greater than 10% of the bidders total contract price, then the bidder must complete this affidavit. This affidavit shall be provided by the apparent lowest responsible, responsive bidder within **72 hours** after notification of being low bidder.

Affidavit of _____ I do hereby certify that on the
(Name of Bidder)

(Project Name)
Project ID# _____ Amount of Bid \$ _____

I will expend a minimum of _____% of the total dollar amount of the contract with minority business enterprises. Minority businesses will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below.

Attach additional sheets if required

Name and Phone Number	*Minority Category	Work Description	Dollar Value

*Minority categories: Black, African American (**B**), Hispanic (**H**), Asian American (**A**) American Indian (**I**), Female (**F**) Socially and Economically Disadvantaged (**D**)

Pursuant to GS143-128.2(d), the undersigned will enter into a formal agreement with Minority Firms for work listed in this schedule conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____ 20____

Notary Public _____

My commission expires _____

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00410-5

State of North Carolina

AFFIDAVIT D – Good Faith Efforts

County of _____

(Note this form is to be submitted only by the apparent lowest responsible, responsive bidder.)

If the goal of 10% participation by minority business **is not** achieved, the Bidder shall provide the following documentation to the Owner of his good faith efforts:

Affidavit of _____ I do hereby certify that on the
(Name of Bidder)

(Project Name)

Project ID# _____ Amount of Bid \$ _____

I will expend a minimum of _____% of the total dollar amount of the contract with HUB certified/ minority business enterprises. Minority businesses will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below.

(Attach additional sheets if required)

Name and Phone Number	*Minority Category	Work Description	Dollar Value

*Minority categories: Black, African American (B), Hispanic (H), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (D)

Examples of documentation that may be required to demonstrate the Bidder's good faith efforts to meet the goals set forth in these provisions include, but are not necessarily limited to, the following:

- Copies of solicitations for quotes to at least three (3) minority business firms from the source list provided by the State for each subcontract to be let under this contract (if 3 or more firms are shown on the source list). Each solicitation shall contain a specific description of the work to be subcontracted, location where bid documents can be reviewed, representative of the Prime Bidder to contact, and location, date and time when quotes must be received.
- Copies of quotes or responses received from each firm responding to the solicitation.
- A telephone log of follow-up calls to each firm sent a solicitation.
- For subcontracts where a minority business firm is not considered the lowest responsible sub-bidder, copies of quotes received from all firms submitting quotes for that particular subcontract.
- Documentation of any contacts or correspondence to minority business, community, or contractor organizations in an attempt to meet the goal.
- Copy of pre-bid roster
- Letter documenting efforts to provide assistance in obtaining required bonding or insurance for minority business.
- Letter detailing reasons for rejection of minority business due to lack of qualification.
- Letter documenting proposed assistance offered to minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letter of credit, including waiving credit that is ordinarily required.

Failure to provide the documentation as listed in these provisions may result in rejection of the bid and award to the next lowest responsible and responsive bidder.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____
Signature: _____
Title: _____



State of _____, County of _____
Subscribed and sworn to before me this _____ day of _____ 20____
Notary Public _____
My commission expires _____

Regulations: 49 CFR Part 26

The following link www.ecfr.gpoaccess.gov is provided for Federal Regulations Title 49 Part 26, which accesses the Disadvantaged Business Enterprises (DBE) program.

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014

SUBJECT: Authorization of Construction Administration/Construction Observation Engineering Services with Schnabel Engineering for Corps Flood Control Structure Repair

BACKGROUND: At the Council Retreat on February 12, 2013, the Public Utilities Director and the City Manager discussed the need to do another temporary repair of the Corps of Engineers Flood Control Structure. In 2007, the City did a temporary repair by installing a membrane over the structure. This time it is recommended that a new sheet pile wall be constructed next to the old sheet pile wall to prevent a failure which could seriously impact the City's Neuse River water supply. Council authorized the City Manager to move forward on this project. On April 15, 2013, Council authorized Schnabel Engineering to design the new sheet pile wall.

DISCUSSION: The City of Goldsboro is now ready to have a construction contractor to begin with the repair of the Corps Flood Control Structure and has received a proposal from Schnabel Engineering, Greensboro NC to provide construction administration/ construction observation services in the amount of \$41,500.

RECOMMENDATION: It is recommended that the City Council adopt the attached resolution authorizing the City Manager to execute a contract with Schnabel Engineering not to exceed \$41,500 to provide construction administration/ construction observation services for the repairs to the Corps of Engineers Flood Control Structure.

Date: _____

Karen H. Brashear, Public Utilities Director

Date: _____

Scott A. Stevens, City Manager

RESOLUTION NO. 2014-

RESOLUTION AWARDING AND AUTHORIZING EXECUTION OF
A CONTRACT WITH SCHNABEL ENGINEERING FOR
CONSTRUCTION ADMINISTRATION/ CONSTRUCTION OBSERVATION
SERVICES FOR THE REPAIRS OF THE CORPS FLOOD CONTROL STRUCTURE

WHEREAS, the temporary repair that the City of Goldsboro did on the Corps of Engineers Flood Control Structure in 2007 is in need of further repairs; and

WHEREAS, it is important that the Corps Flood Control Structure not be allowed to fail to preserve the City's Neuse River water supply; and

WHEREAS, the City of Goldsboro has had Schnabel Engineering prepare the plans for another temporary repair by placing a new sheet pile wall next to the existing structure at the same elevation as the existing wall; and

WHEREAS, the City has received a proposal for \$41,500 from Schnabel Engineering, Greensboro NC to perform construction administration/ construction observation for the repairs of the Corps Flood Control Structure; and

WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to authorize a contract for construction administration/ construction observation services to Schnabel Engineering for \$41,500.

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

1. The City Manager is hereby authorized and directed to execute a contract with Schnabel Engineering in the amount of \$41,500 to design a Flood Control Structure sheet pile wall.
2. This resolution shall be in full force and effect from and after this 16th day of June, 2014.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
JUNE 16, 2014

SUBJECT: Repairs to U. S. Army Corps of Engineers Flood Control Structure Bid Award

BACKGROUND: In 2007, the City of Goldsboro did a temporary repair to the Corps of Engineers flood control structure expecting more substantial repairs to follow by the Corps in 2010. No federal funding for the repair has occurred. Again, the Corps flood control structure is in serious need of repairs. To protect its water supply, on February 12, 2013 the City Council authorized staff to move forward on the design for the next repair project. The project has been designed, permitted, and bids received for the construction to repair the flood control structure.

DISCUSSION: The City of Goldsboro advertised for Requests for Qualifications to construction contractors and received two responsive RFQs on March 25, 2014. These two firms were invited to bid on the project and their bids were received on April 25, 2014 at 2:00 PM, though because there appeared to be a misunderstanding relating to the scope of the project, clarifications were made and the project rebid on May 28, 2014. A tabulation of the May 28, 2014 bids is attached.

The lowest responsive bidder was Civil Works Contracting, LLC of Wilmington, NC with a Total Bid amount of \$281,285. There are sufficient funds in the FY 2013-2014 budget for this project.

RECOMMENDATION: It is recommended that the City Council adopt the attached resolution authorizing the Mayor and the City Clerk to execute a contract with Civil Works Contracting, LLC not to exceed \$281,285 for the repairs to the Corps of Engineers Flood Control Structure Project.

Date: _____

Karen H. Brashear, Public Utilities Director

Date: _____

Scott A. Stevens, City Manager

RESOLUTION NO. 2014-

RESOLUTION AWARDING AND AUTHORIZING EXECUTION OF CONTRACT
FOR THE REPAIRS TO THE U.S. ARMY CORPS OF ENGINEERS FLOOD CONTROL
STRUCTURE PROJECT

WHEREAS, sealed bids were received and opened on April 25, 2014 for the work associated with the Repairs to the U.S. Army Corps of Engineers Flood Control Structure Project; and

WHEREAS, Schnabel Engineering, the City's consulting engineers, have reviewed the bids; and

WHEREAS, Schnabel has recommended that the City award the Repairs to the Corps of Engineers Flood Control Structure Project to Civil Works Contracting, LLC which is the lowest responsive bidder; and

WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to award the construction bid to Civil Works Contracting, LLC in an amount not to exceed \$281,285.

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

1. The Mayor and City Clerk are hereby authorized and directed to execute a contract with Civil Works Contracting, LLC, in an amount not to exceed \$281,285 to perform the Repairs to the Corps of Engineers Flood Control Structure Project.
2. This resolution shall be in full force and effect from and after this 16th day of June 2014.

Approved as to Form Only:

Reviewed by:

City Attorney

City Manager

BID TABULATION

Neuse River Sheet Pile Weir Repairs Project

Bid Opening Date: May 28, 2014 at 2:00 PM, Large Conference Room

Contractor	Address	NC License #	Bid Bond	Total Bid
Civil Works Contracting, LLC	221 N. Front St., Ste. 205 Wilmington, NC 28401	71885	Yes	\$281,285
T.A. Loving Company	P.O. Drawer 919 Goldsboro NC 27533	325	Yes	\$425,945

Finance Department Monthly Report - May 2014											
Prepared by: Kaye Scott, Finance Director											
FY 2013-14											
GENERAL FUND						UTILITY FUND					
	Actual	Adjusted Budget	Actual to Date	YTD %			Actual	Adjusted Budget	Actual to Date	YTD %	
Revenues	FY '12-13	FY '13-14	FY '13-14	Collected		Revenues	FY '12-13	FY '13-14	FY '13-14	Collected	
Tax Revenues	\$ 14,517,005	\$ 15,343,175	\$ 15,192,143	99.02%		Charges for Services	\$ 13,867,685	\$ 15,510,800	\$ 13,911,855	89.69%	
License & Permits	600,880	712,300	549,793	77.19%		Capital Returns	142,519	18,600	20,862	112.16%	
Revenue Other Agencies	12,093,387	13,792,526	11,511,768	83.46%		Miscellaneous Revenues	193,522	150,000	171,663	114.44%	
Charges for Services	4,252,037	4,512,810	4,274,485	94.72%		FB Withdrawal/PO Appropriation		\$ 3,923,831	\$ -	0.00%	
Capital Returns	266,621	24,400	175,653	719.89%		Total	\$ 14,203,726	\$ 19,603,231	\$ 14,104,380	71.95%	
Miscellaneous Revenues	359,749	784,190	193,167	24.63%							
FB Withdrawal/PO Appropriation		4,466,748					Actual	Adjusted Budget	Actual to Date	YTD %	
Total	\$ 32,089,680	\$ 39,636,149	\$ 31,897,009	80.47%		Departmental Expenditures	FY '12-13	FY '13-14	FY '13-14	Collected	
						Distribution & Collections	\$ 2,084,327	\$ 3,194,025	\$ 1,892,695	59.26%	
	Actual	Adjusted Budget	Actual to Date	YTD %		Water Treatment Plant	4,387,786	5,150,638	4,165,432	80.87%	
Departmental Expenditures	FY '12-13	FY '13-14	FY '13-14	Collected		Water Reclamation Plant	6,997,765	8,125,302	7,360,001	90.58%	
Mayor/Council	\$ 319,200	\$ 323,223	\$ 296,592	91.76%		UF - Capital	433,925	1,916,889	653,831	34.11%	
City Manager	717,385	1,379,432	803,966	58.28%		Compost Facility	589,554	1,216,378	1,049,381	86.27%	
Human Resources Management	482,478	525,455	488,870	93.04%		Total	\$ 14,493,358	\$ 19,603,231	\$ 15,121,340	77.14%	
Community Affairs	207,277	219,649	200,577	91.32%							
Paramount Theater	311,586	332,630	315,946	94.98%							
Inspections	682,354	666,107	572,922	86.01%		DOWNTOWN DISTRICT FUND					
Downtown Development	344,379	288,037	250,074	86.82%			Actual	Adjusted Budget	Actual to Date	YTD %	
Information Technology	1,277,683	1,081,721	943,414	87.21%		Revenues	FY '12-13	FY '13-14	FY '13-14	Collected	
Public Works - Adm.	332,399	385,465	343,151	89.02%		Tax Revenues	\$ 71,563	\$ 72,222	\$ 75,179	104.09%	
Garage	2,058,676	2,287,440	1,997,038	87.30%		Capital Revenue	724	100	72	72.34%	
Garage Credits	(1,068,587)	(1,650,000)	(1,149,988)	69.70%		FB Withdrawal/PO Appropriation		45,650			
Building & Traffic Maint.	490,965	701,217	613,869	87.54%		Total	72,287	117,972	75,251	63.79%	
Cemetery	263,978	290,580	392,329	135.02%							
Finance	1,077,298	1,259,177	1,126,733	89.48%			Actual	Adjusted Budget	Actual to Date	YTD %	
Office Supplies Credits	(6,692)	(9,000)	(7,469)	82.99%		Departmental Expenditures	FY '12-13	FY '13-14	FY '13-14	Spent	
Planning & Redevelopment	1,248,145	2,149,522	1,500,718	69.82%		Downtown District	\$ 94,596	\$ 117,972	\$ 50,477	42.79%	
Postage Credits	(22,065)	(30,000)	(14,264)	47.55%		Total	\$ 94,596	\$ 117,972	\$ 50,477	42.79%	
Streets & Storms - General	1,260,931	1,341,848	1,255,849	93.59%							
Streets & Storms - Utilities	529,688	637,429	587,257	92.13%		OCCUPANCY TAX FUND					
Street Paving	-	250,271	250,271	100.00%			Actual	Adjusted Budget	Actual to Date	YTD %	
Sanitation	2,964,803	3,017,700	2,705,198	89.64%		Revenues	FY '12-13	FY '13-14	FY '13-14	Collected	
Engineering	502,000	792,209	559,192	70.59%		Occupancy Tax/Civic Center	\$ 269,210	\$ 275,000	\$ 254,855	92.67%	
Fire Department	5,180,715	5,610,572	5,069,887	90.36%		Occupancy Tax/Travel & Tourism	269,209	275,000	254,855	92.67%	
Police Department	8,248,922	11,327,930	10,045,220	88.68%		Capital Returns/Misc./Property Sale	\$ 2,823	\$ 15,527	\$ 52,222	0.00%	
Animal Control	58,439	61,240	56,549	92.34%		FB Withdrawal/PO Appropriation		\$ 346,828			
Special Expense Fees	2,297,905	3,004,014	2,671,139	88.92%		Total	\$ 541,242	\$ 912,355	\$ 561,932	61.59%	
Parks & Recreation	1,990,581	2,499,564	2,184,911	87.41%							
Golf Course	840,335	892,717	636,042	71.25%			Actual	Adjusted Budget	Actual to Date	YTD %	
Total	\$ 32,590,777	\$ 39,636,149	\$ 34,695,992	87.54%		Departmental Expenditures	FY '12-13	FY '13-14	FY '13-14	Collected	
						Civic Center	\$ 629,067	\$ 789,105	\$ 783,993	99.35%	
						Travel & Tourism	264,254	322,750	303,694	94.10%	
						Total	\$ 893,321	\$ 1,111,855	\$ 1,087,687	97.83%	

PUBLIC WORKS DEPARTMENT

May 2014 Monthly Report

Prepared on 6/xx/14

By Rick Fletcher

Monthly Highlights

- ✓ **B&T Division:** Completed 22 other misc. items, including GovDeals support, Center Street Jam preparations, installing 144 strand fiber at City Hall, etc.
- ✓ **S&S Division:** 6,124 ft ditch cleaning/bushhogging, 132 miles street sweeping and 15 miles storm structures/catch basins cleaned.

Distribution & Collections

	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sep		Oct		Nov		Dec		AVG
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	
Utility Line Maint (1000-ft)	24.4	4.5	9.8	7.6	5.5	9.7	12.0	18.7	3.4	15.1	3.4		17.5		14.3		14.1		19.3		10.0		11.0		11.8
Water Taps	2	3	3	5	5	1	5	1	1	5	1		2		2		5		0		2		1		2.6
Water Repairs	8	7	8	13	12	8	23	8	5	6	4		5		8		7		12		11		5		8.8
Sewer Taps	4	6	2	1	3	5	2	1	3	1	0		4		4		1		1		2		2		2.5
Sewer Repairs	4	2	2	5	0	3	5	3	1	4	3		1		2		0		3		2		2		2.5
Hydrants Replaced/Fixed	10	5	6	5	6	16	6	19	8	11	2		3		5		6		3		9		13		7.8
New Meter Installs	69	33	58	53	34	19	68	70	144	50	52		93		61		132		33		73		49		64.2
Meters Changed Out	67	51	42	21	34	9	62	32	65	64	24		61		60		120		49		55		36		50.1

Building & Traffic

Radio, Electrical, Bldg	40	43	55	87	30	108	17	92	51	57	32		33		34		20		40		17		48		47.3
Signal Maintenance		2		23		9		35		15															
Signal Responses	25	19	10	16	19	8	40	18	86	14	54		45		56		37		17		20		30		30.2
Sign Repairs	10	62	32	42	19	108	21	90	15	47	38		21		59		19		43		11		29		39.2

Garage

Total Work Orders	215	236	200	253	157	266	171	233	221	314	192		280		219		244		256		225		258		231.8
Total Fuel Cost	\$ 90	\$ 93	\$ 82	\$ 77	\$ 77	\$ 89	?	\$ 80	\$ 85	\$ 105	\$ 79		\$ 108		\$ 103		\$ 92		\$ 96		\$ 82		\$ 77		\$ 88

Sanitation (Tons)

Refuse (x1000)	1.1	0.9	1.0	0.8	0.8	1.0	1.1	1.2	0.9	0.9	0.8		0.9		0.9		0.9		1.1		0.7		0.9		0.9
Recyclables	112	113	85	103	59	59	96	101	121	107	88		113		104		97		106		92		120		98.6
Leaf & Limbs (x1000)	1.0	0.6	0.7	0.6	0.6	0.6	0.9	0.9	0.9	0.9	1.0		1.0		0.9		0.7		0.8		1.3		1.1		0.9

Cemetery

Funerals	13	10	8	7	7	9	6	6	6	11	12		10		10		8		7		7		6		8.4
Fees charged	\$ 10	\$ 12	\$ 8	\$ 7	\$ 5	\$ 5	\$ 4	\$ 6	\$ 5	\$ 7	\$ 10		\$ 8		\$ 9		\$ 7		\$ 6		\$ 6		\$ 5		\$ 7.0

Streets & Stormwater

Utility Cut Repairs	12	0	6	3	3	0	15	18	6	34	17		6		9		14		28		17		4		11.3
Pot Hole Repairs	38	51	25	72	34	96	38	50	39	22	41		15		19		2		143		15		11		41.8
Misc Repairs	10	21	14	13	19	11	27	13	21	10	15		15		17		20		19		17		10		16.0
ROW Mowing (ac)	0	0	0	0	0	0	48.8	14.0	67.3	24.5	56.5		70.3		74.3		61.3		21.0		25.0		2.5		27.4
City-Owned Lots Mowing	0	0	0	0	0	0	19	20	48	70	36		41		42		34		32		33		0		22.1

*Notes: All expenses are in thousands of dollars
Misc includes Dips, Tree Roots, Storm Structures, Sidewalk, Curbing*

Community Affairs Department

Monthly Report – May 2014

Prepared By: *J. LaTerrie Ward*

- The Community Affairs Commission did not hold a meeting in May due to lack of a quorum. The next scheduled commission meeting is Tuesday, June 10, 2014 at 7:00 p.m.
- Community Affairs received (12) complaints; (3) housing and (9) consumer. The alleged violations by citizens under the Minimum Housing Code were for weak floors and leaks. Consumer concerns were for utility assistance, unsightly yards, foul odor/rats in yard, assistance with moving furniture for senior citizen and citizens using city drains for waste. All complaints were submitted through the 311GIS system to the appropriate City Department for resolution or designated community/state resources.
- The School of Government held its graduation ceremony at the City Council meeting on May 5th. All 27 students received a certificate of completion and City of Goldsboro School of Government polo shirt.
- Community Affairs staff attended the annual Fire Extinguisher training.
- Over 400 participated in the 5 block walk for the *18th Annual Mayor Hal K. Plonk Walk for Persons with Disabilities* held Wednesday, May 7th at St. Paul United Methodist Church. Music was provided by Eastern Wayne High School Band. For more outreach, the Mayor's Committee set up information booths at the Disability Walk and at Herman Park for "A Day in the Park"
- Goldsboro Mayor's Youth Council
 - o Honorable Les Turner installed the officers and the passing of the gavel for the 2014-2015 officers:
 - Chair - Anna Cooke
 - Vice Chair - Daniel Hartley
 - Recording Secretary – Morgan Yelverton
 - Correspondence Secretary – Amon McEachern
 - Treasurer – Davia Webb
 - Parliamentarian – Alexis Whitfield
 - o Chretien Dumond and Daniel Weeks, co-owners of the Kickin Kiwi Frozen Yogurt Bar in Goldsboro and Usborne Books (a national and merited children publishing program). Kickin' Kiwi Reads program located at Wayne Memorial Commons encourages young people to read and get excited about education. The program is requesting volunteers to read to children this summer. Several of the Mayor's Youth Council members volunteered to participate.
 - o Members of the Youth Council will be preparing the soil this summer for the Memorial Garden at Edgewood School. Volunteers are welcomed.

2014													
Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	1	6	5	3	3								4
Consumer	7	4	7	5	9								6
2013													
Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	9	4	2	4	4	7	10	2	2	2	0	1	4
Consumer	2	4	3	2	8	4	7	6	1	3	5	6	4
2012													
Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	9	3	3	5	9	6	8	6	11	9	3	2	6
Consumer	0	2	2	3	4	9	6	4	8	4	1	1	4



May 2014

Prepared By: Julie Metz, Director

- The DGDC office continues to assist the Merchants' Association with tours of their businesses to help them market each other over the course of the month. Twenty-five businesses are participating over four touring events in the months of April and May.
- We reported last month that we created nine signs to address panhandling concerns downtown, specifically in the 100 block of N. John Street. We can report that the business owners there have seen a significant reduction in panhandling activity and have only received positive comments from patrons about the presence of the signs.
- The May Downtown Living Show features three relatively new businesses downtown: ZenNubian 7 TeaHouse, Haulin' Hog, and Kinetic Minds.
- Eight cigarette receptacles were installed throughout downtown. DGDC staff is working with Public Works to empty the units and determine if they are helping to keep sidewalks and flower beds free of cigarette butts.
- DGDC Staff met with COCG, a media firm out of Raleigh, to discuss needs for both print and web-based Downtown Goldsboro maps.
- Staff and the Promotions Committee presented The Flying Shamrock with the Downtown Business of the Month award. Staff also attended the Shamrock's ribbon cutting on May 1st.
- Staff and the Design Committee approved a Façade Grant for Torero's Mexican Restaurant. The grant will include funding for new outdoor patio barriers, landscaping, lighting, new signage and repairs to their existing awning.
- Staff attended the 100th Anniversary of the Wayne County Courthouse on May 1st in Courtroom 2.
- Downtown's Center Street Jams started this month. The May 15th Jam was rained out. The May 29th Military Appreciation Jam was a success with a huge crowd.
- DGDC staff and committee members participated in a vendor event at EASTPOINT on May 28th to promote downtown to a new demographic.
- The DGDC staff is working to prepare our July Downtown Newsletter.
- Last monthly report we shared that we prepared a counteroffer for three Neighborhood Plan homes. We recently learned that this counteroffer has been accepted and an earnest check is in receipt by PNC. We are also working with an investor that submitted a Letter of Interest for four additional Neighborhood Plan homes and are working with this person through his due diligence efforts.
- We are working with the soon-to-be new owner of 101 W. Chestnut Street and an architect to help the investor utilize the Historic Tax Credit program and rehab the building to become a productive use for downtown.
- Staff worked during the month to help finalize the required documents for the TIGER V grant and prepare the City for the grant receipt and construction of the projects.
- DGDC staff has been working with members of the Goldsboro Historic Properties, LLC in an effort to assist them with their goals to make a difference in the historic neighborhoods that surround downtown and bolster the City's Neighborhood Plan efforts.
- DGDC staff worked with the ER Committee to distribute 2600 Business Incentive Grant brochures to local banks, realtors and businesses that support economic development to encourage new and existing businesses to move downtown.
- Downtown/City staff held a Property Owner's meeting April 9th to share recent experiences the Downtown office has had with potential businesses. We also shared the fact that 34% of our buildings are in poor condition and that we are having difficulties securing businesses due to the fact that nearly all of the vacant spaces require substantial work and are not move in ready. We noted that the City and Downtown staff plan to aggressively work to help property owners make the improvements necessary to their buildings so that they are contributing

properties. Attendance was poor but we followed up with a letter and meeting minutes to the 161 unique property owners to share the same information. We plan to have more of these meetings in the future.

- Downtown staff worked with Parks & Recreation to prepare for the opening of the Downtown Farmers Market May 17th. The Saturday market will be at Cornerstone Commons from 8 am to 12 pm. and will run through November, weather permitting.
- Downtown staff worked with Parks & Recreation staff to assist in the successful Criterium race downtown on May 31st.
- The DGDC Staff is helping the DGDC Board of Directors prepare for their second Friends of Downtown meeting to be held in conjunction with their regular June Board meeting, June 18th. The DGDC created the Friends of Downtown effort with an interest to extend our outreach efforts to organizations and people we routinely partner with or could benefit from their involvement, input and communication. We plan to have these get-togethers with you, community stakeholders, twice each year. Our plan is for the agenda to begin with a downtown briefing by the DGDC's leadership team and then to initiate open dialogue to gain feedback, ideas and input from you to strengthen our efforts and explore opportunities for future partnerships that will benefit downtown and our community. The results of these discussions will be shared with the Board and utilized during planning retreat discussions to help guide their work plans and initiatives.
- Staff worked with partners and co-workers across the State to secure the continuation and availability of the NC Historic Preservation Tax Credits. The City of Goldsboro has experienced success with meeting these historic rehabilitation challenges due to the availability of the North Carolina Historic Preservation Tax Credit (HPTC) programs and has experienced \$2.1M of historic investments that utilized the HPTC programs which generated approximately \$1.7M into our local economy through household incomes and created/retained 86 jobs and rehabbed 13 properties, such as the Fire Department Headquarters building, Solomon and Henry Weill Houses, Murray Borden House and the Torero's Building.
- April 12th – May 31st our office staff administered these general office activities: 134 visitors, 272 phone calls in, 218 phone calls out, 2,958 emails in, 2,009 emails out, 31 hours (approximately) of visits/meetings with businesses



ENGINEERING DEPARTMENT MONTHLY REPORT – MAY 2014

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

2013 Sewer Inspection & Investigation Services

- Staff has reviewed the data compiled and analyzed by Hydrostructures and is working with another consultant to implement some of the recommendations from this study.

Stoney Creek Sanitary Sewer Outfall Rehabilitation Project

- The loan application and all required supporting documentation was submitted to NC Department of Environment & Natural Resources on March 31, 2014 for this project;
- Staff is awaiting official approval from the Clean Water State Revolving Fund before proceeding with this project.

Stoney Creek Stream Enhancement – Phase II

- Staff has resubmitted the grant application, as part of the 2013 cycle, for consideration by the North Carolina Clean Water Management Trust Fund in reference to the Phase II Stoney Creek Stream Enhancement project;
- Clean Water Management Trust Fund awarded \$375,000 of the \$400,000 requested in their February 10, 2014 meeting.

Berkeley Boulevard Widening Project

- NCDOT Division 4 Right-of-Way Office has completed their review and will submit the information to Raleigh for completion;
- All utility relocations have been completed with the exception of a major high-pressure gas line;
- Piedmont Natural Gas is scheduled to begin relocation of the high pressure gas line sometime in July 2014;
- Bids were opened May 20, 2014 for the Berkeley Boulevard widening project. NCDOT received a low bid of \$2,768,500 from The Fred Smith Company;
- Construction is scheduled to begin June 30, 2014.

Mulberry Street Water Line Improvements

- The City of Goldsboro proposes to replace the existing four (4) inch water line with a ten (10) inch water line in order to supply adequate water pressure for properties in this area;
- NCDENR approved the water permit application for this project;
- Cox-Edwards Company will prepare plans and specifications for this water line project;
- Mulberry Street water line improvements project is on hold pending additional water line design work that may be added to this project.

Wayne Memorial Drive Sidewalk Project

- Carolina Earth Movers, Inc. of Smithfield, NC submitted the low bid of \$127,927.00;
- City Council awarded the contract for Wayne Memorial Drive Sidewalk Project to Carolina Earth Movers, Inc. on February 17, 2014 in the amount of \$110,000.00 to encompass the reduced project scope for sidewalks along Wayne Memorial Drive from Royall Avenue to Ninth Street;
- NC Department of Transportation provided a letter of concurrence for contract award dated March 14, 2014;
- A preconstruction conference was held on April 14, 2014;
- A Notice to Proceed date is scheduled for June 2, 2014 with a completion date of September 2, 2014.

Harris Street Water Storage Tank

- Staff has prepared specifications for the repainting of the exterior and interior of the 1,000,000 gallon elevated water storage tank and tank structure located on Harris Street;

- Four contractors submitted bids for this project at the bid opening on March 24, 2014;
- Utility Service Company, Inc. of Perry, Georgia submitted the low bid of \$231,000.00;
- City Council awarded the contract for repainting of Harris Street water storage tank to Utility Service Company on April 7, 2014 in the amount of \$231,000.00;
- A preconstruction conference is scheduled for June 3, 2014.

Best Management Practices (BMPs) Inspections

- Approximately 220 BMPs have been approved and 162 BMPs have been constructed to date;
- All BMP inspections have been completed which were due in May 2014.

Goldsboro Fire Department Monthly Report – May 2014

Report Prepared By: *Gary Whaley* GW/CL

Fire Prevention and Outreach

- May 3rd: Held our 5th Annual Retiree Breakfast at Station 1
- May 4th: Chief Whaley attended Community Leadership Appreciation Day at Faith FWB Church
- May 31st: Participated in the Red Cross Community Day at Wayne Community College

Working Structure Fires

- 5/4 – 415 Seymour Drive
- 5/8 – 304 Wilmington Drive
- 5/21 – 403 Commerce Ct.
- 5/26 – 506 S. Leslie St.

Working Vehicle Fires

- 5/9 – Wayne Ave

2014	<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:	164	161	173	174	172								169
Structure Fires:	6	10	9	8	4								7
EMS Calls:	48	49	66	59	68								58
Vehicle Accidents:	25	28	31	37	29								30
Fire Alarms:	41	28	27	33	37								33
Other:	44	46	40	37	34								40
Training Hours:	1467	1843	1755	1992	1643								1740
Safety Car Seat Checks:	7	21	14	17	20								16
Inspections:	92	102	190	149	90								125
2013	<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:	170	156	164	161	177	180	144	188	149	188	193	166	170
Structure Fires:	10	11	10	3	7	6	7	10	7	13	5	6	8
EMS Calls:	68	64	63	62	72	58	63	63	61	74	51	52	63
Vehicle Accidents:	32	29	28	23	35	32	24	35	28	32	31	37	31
Fire Alarms:	16	15	10	13	12	21	20	41	29	38	49	32	25
Other:	44	37	53	60	51	63	30	39	24	31	57	39	44
Training Hours:	2091	2106	1763	1573	1767	1500	1649	1661	2177	1796	1578	1041	1725
Safety Car Seat Checks:	8	8	14	10	8	16	12	13	15	26	10	9	12
Inspections:	109	60	77	78	119	90	70	104	89	112	85	72	89

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.

Human Resources Management Department

MONTHLY REPORT – MAY 2014

Prepared by: Pamela C. Leake

The Human Resources Department advertised nine (9) vacancies this month. 115 applications were processed. There were six reductions in employment: (1) retirement; four (4) resignations, and (1) termination. Total employment for the month was **483**: (428 full-time employees and 55 part-time employees).

This month's safety training was "**Fire Extinguisher Training.**" All employees are required to complete fire extinguisher annually, per OSHA requirements. Several sessions were held throughout the City. A total of 229 employees completed training at City Hall, the Parks Maintenance Complex, Public Works, and Water Treatment Plant. This has also been a busy month for Human Resources, as we have been preparing to launch our new evaluation system, **NeoGov** that went live on May 30. The Sr. HR Analyst conducted training sessions for the HR administrators and supervisors. Training will continue in June and July.

Open enrollment was held from May 1 to May 30. Cigna representatives and other vendors conducted information sessions for employees to discuss options available for health insurance (HSA or HRA), retirement plans, and supplemental insurance.

This month's wellness program was about **Stroke Prevention**. 90 employees attended the sessions. The program will also be offered to the Fire and Police Departments in June and July. The Wellness Committee met on May 22 to discuss **The Biggest Loser** competition and the upcoming biometric screenings that will take place in July. The **Biggest Loser Competition** is now underway; it started May 27. We have 41 participants and many pounds to lose. The nurse is giving helpful handouts whenever someone comes in to be weighed. The Diabetes Management Program now has 40 participants as of the end of May. There were four injuries that occurred on the job.

Random Drug Screens	Post-Accident Drug Screens
Non-DOT: 39 tested; All negative	Non-DOT: 3 (Negative)
Quarterly DOT: 8 tested; All negative	DOT: None to report

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	214	49	80	75	115								114
New Hires	3	4	1	2	0								3
Separations*	2	1	7	2	5								3
Vehicle Accidents	2	3	0	0	2								1
Workers Compensation	4	4	1	2	4								3

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	109	70	103	95	136	124	116	73	54	61	97	60	92
New Hires	6	4	1	1	4	2	3	1	4	1	1	2	3
Separations*	3	2	1	1	5	4	4	0	5	1	1	0	3
Vehicle Accidents	2	5	2	3	2	0	7	3	2	5	2	3	3
Workers Compensation	2	8	0	1	1	0	1	2	2	2	2	2	2

**Separations include full-time resignations, retirements, and terminations.*

Information Technology

Monthly Report - May, 2014

Prepared by: Scott Williams

- Fingerprint analysis machine (AFIX Tracker) at the Police Department is still having issues. The issues are with the vendor. We have replaced all the hardware and upgraded all the software with the vendor and they are working to resolve them. This is used for comparing fingerprints from crime scenes to known prints. A site visit by the company has been requested.
- Replaced telephones at Public Works. Configured Singlewire Paging via VoIP for Public Works to replace antiquated paging system.
- Configured cameras for installation at Public Works. Work will be completed in June. Internal staff is being used for all cabling and network configuration.
- Two staff attended the NCLGISA Spring Symposium.
- Upgraded Adobe Licenses, ArcGIS and Antivirus software.
- Setup three replacement printers and four monitors.
- Our Domain Name Service provider, Beltane, had a server failure that caused issues with our availability online and our mobile email services. The issues were resolved by the provider within 24 hours. We provided notices on our available web sites to let the public know the interruption was temporary.
- Activated phone lines for Mina Weil and Peacock swimming pools. Worked with AT&T to resolve issues at Mina Weil.
- Configured WebEx for video and phone conferences

2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	363	337	275	266	305								309
Tickets Closed	353	267	269	329	286								301

2013	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	320	457	424	379	371	322	339	405	353	408	324	251	363
Tickets Closed	339	413	421	372	385	309	354	361	334	353	344	139	343

Goldsboro Inspections Department
Monthly Report – May 2014
Prepared By: Allen Anderson

The valuation of all building permits issued during the month of May totaled \$8,766,348.00. Fourteen (14) of these permits were new residential single family dwellings at a valuation of \$1,985,222.00.

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 \$1,670,302.00.

All permit fees collected for the month totaled \$167,988.80. Of the permit fees collected for the month \$4,185.00 was collected in technology fees. Plan review fees collected during the month totaled \$2,950.00.

The Inspectors did a total of 569 inspections for the month. During the month of May seven (7) business inspections were completed. A total of 341 permits were issued for the month. Seventy-four (74) plan reviews were completed for May. We now have a total of 218 structures in the Minimum Housing Process.

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$1	\$12	\$2	\$3	\$9								\$5
Residential (thousands)	\$420	\$1,038	\$496	\$1,186	\$1,985								\$1,025
Miscellaneous**(millions)	\$2	\$2	\$1	\$2	\$2								\$2
Permit Fees (thousands)	\$28	\$42	\$35	\$41	\$168								\$63
Inspections (total)	517	510	579	587	569								552
Permits Issued (total)	233	247	261	295	341								275
Plan Reviews Completed	21	49	52	96	74								58
Minimum Housing in Process	216	230	230	212	218								221
2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$5	\$4	\$4	\$14	\$5	\$2	\$7	\$7	\$3	\$2	\$3	\$4	\$5
Residential (thousands)	\$381	\$460	\$749	\$541	\$1,244	\$365	\$1,987	\$271	\$260	\$813	\$947	\$1,067	\$757
Miscellaneous** (millions)	\$1	\$2	\$2	\$18	\$2	\$3	\$3	\$5	\$3	\$5	\$2	\$2	\$4
Permit Fees (thousands)	\$32	\$49	\$36	\$51	\$173	\$287	\$133	\$50	\$43	\$49	\$26	\$39	\$81
Inspections (total)	641	500	547	615	728	566	620	569	465	571	563	449	570
Permits Issued (total)	263	247	250	355	295	277	305	330	186	284	228	260	273
Plan Reviews Completed	76	63	72	82	53	62	86	77	74	46	64	68	69
Minimum Housing In Process	275	275	250	250	250	250	250	295	215	215	218	224	247



Monthly Report-May 2014

Prepared by: Sherry Archibald, Director

- The first of May brought the finale in the Center Stage Theatre's performance series with *Joseph and the Amazing Technicolor Dreamcoat*. The local performing arts group performs all their productions at the Paramount, utilizes our box office service and donates annually to the Paramount Theatre Foundation. Center Stage boasts an increase of more than 50% in audience attendance since the opening in 2008.
- City of Goldsboro's Parks & Recreation facilitated their annual Senior Art Follies in May.
- Thanks in part to a grant from Target, Mike Wiley performed *One Noble Journey* for 1000 Wayne County Public School 5th graders. The Paramount staff was invited to apply for the grant again this summer.
- May is a very busy month with dance recitals. This year was no exception with the following dance companies utilizing our facility to show their talents: Goldsboro Ballet, Arts Company, Desiree Autrey's Academy of Performing Arts, and Ms. Robin's Dance Studio.
- Paramount staff has completed all marketing materials for the upcoming series and are preparing them for distribution.
- In addition to a recital in May, Goldsboro Ballet conducted their annual auditions on the Paramount stage. Goldsboro Ballet is another huge supporter of the Paramount using the facility for all four annual needs and participating as an annual sponsor to the Paramount Theatre Foundation.
- For the first time, Greenwood Middle School conducted their annual Sports Banquet at the Paramount.
- The *Fourth Annual Memorial Day Jazz Event* was held with a variety of performers including Nicholas Cole.
- A Memorial Day Service honored Wayne County's Fallen Warriors on Memorial Day sponsored by the Wayne County Veterans & Patriots Coalition.
- Theatre Director, Sherry Archibald is currently serving as the Vice President of the North Carolina Presenters Consortium. She served on the Search Committee in May to seek an Executive Director for the Consortium.
- Mrs. Archibald attended and supported the facilitation of the National Day of Prayer.
- Paramount staff represented the city or the Paramount at the Chamber's Eggs & Issues event, Art & Ale at the Flying Shamrock and Arts NC in Raleigh.
- A new Building Attendant was hired in May.
- Staff supported the Foundation's effort to seek Friends of the Paramount and are preparing for the annual sponsorship drive. The Paramount Theatre Foundation supports the drive to raise funds to benefit additional amenities to the theatre, as well as to support programming otherwise not in the City budget.
- Expenses for month of May - **\$33,089.48**
 Details: Labor - \$23,944.82 /Operational Expenses - \$9,144.66
 Receipts for the month of May - **\$ 15,849.047**
 Details: Rentals - \$13,391.00/Tickets-\$2,338.80/Concessions-\$119.24

	Jan-14	Feb-14	Mar-14	April-14	May-14								Average 2014
Exp	\$28,140	\$24,840	\$31,931	33,362	\$33,089								\$ 30,272
Rev	\$12,303	\$6,573	\$12,502	\$5,991	\$15,849								\$10,643.

	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Average 2013
Exp	\$23,162	\$30,631	\$26,328	\$35,434	\$27,864	\$15,152	\$35,929	\$15,022	\$20,949	\$24,587	\$36,120	\$31,972	\$26,929
Rev	\$4,472	\$8,035	\$9,523	\$16,066	\$12,394	\$7,173	\$20,457	\$3,000	\$7,748	\$9,201	\$8,621	\$15,683	\$10,197

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

PLANNING DEPARTMENT

MONTHLY REPORT – MAY, 2014

Prepared by: Sally Johnson

General Tasks

During the month of May, the Planning staff served as liaison with the Planning Commission and Historic District Commission. In addition to reviewing and signing off on all commercial and residential building and sign permits, the staff has continued to prepare for upcoming meetings to be held in June, 2014. On-going projects include a mobile home survey, preparation of transportation-related documents and inputting data for transportation projects and laserfiche of documents.

2014

Planning Commission	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Rezoning, CUP, Site Plans, Bd. of Adj. and Subdivisions	8	8	6	3	2								27	5.4
Historic District Commission														
Certificates of Appropriateness	2	1	3	8	1								15	3
Code Enforcement														
Grass Cutting/Cost	0	0	0	24/\$1,470	47/\$2,675								71	14
Illegal Dumping/Cost	0	0	0	0	0								0	0
Repeat Offenders	0	0	0	23	41								64	13
Junk Vehicles Tagged/Towed	0	4/3	8/2	8/2	17/3								29/8	6/2
Illegal Signs Removed	0	17	52	25	50								144	29

2013

Planning Commission														
Rezoning, CUP, Site Plans, Bd. of Adj. and Subdivisions	6	5	6	3	4	1	3	5	5	6	1	4	49	4
Historic District Commission														
Certificates of Appropriateness	1	2	7	0	4	5	4	3	1	1	0	1	29	2.4
Code Enforcement														
Grass Cutting	0	0	0	0	70	113	125	83	110	54	15	22	592	49
Repeat Offenders	0	0	0	0	43	84	86	67	77	44	5	11	417	35
Junk Vehicles Tagged/Towed	8/2	10/1	2/0	11/4	12/4	8/4	6/2	6/0	7/0	10/3	4/0	4/0	88/20	16/5
Illegal Signs Removed	15	30	20	42	51	7	10	10	12	12	20	20	249	21

Goldsboro Police Department Monthly Report - May 2014

Report Prepared by: Jeffery R. Stewart JRS/KB

Total UCR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft and arson for May 2014 were 286 compared to 258 for April 2014.

Property with an estimated value of \$251,771 was reported stolen while property with an estimated value of \$52,828 was recovered.

Officers arrested 245 people and 978 citations were issued during the month. There were 68 drug -related charges.

There were 4 report(s) of assault on an officer.

Revenue collected for May included:

Police Reports	\$132.00
Fingerprints	\$50.00

UCR COMPARISON & TREND														
2014	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	AVG	
OFFENSE														
Homicide	1	0	0	0	1									0.4
Rape(&attempts)	0	1	0	0	0									0.2
Robbery	13	2	5	11	5									7.2
Aggravated Assault	7	10	16	22	13									13.6
Simple Assault	25	25	28	24	28									26.00
Breaking & Entering	40	27	43	45	57									42.4
Larceny	136	99	139	152	168									138.80
Motor Vehicle Theft	6	3	4	4	13									6
Arson	0	0	1	0	1									0.4
TOTALS	228	167	126	258	286									213
2013	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	AVG	
OFFENSE														
Homicide	1	0	0	0	0	0	1	0	0	1	1	1	0.416	
Rape(&attempts)	1	0	0	0	1	0	0	0	0	0	0	1	0.25	
Robbery	6	6	12	5	4	5	3	2	5	6	6	7	5.58	
Aggravated Assault	13	18	22	19	31	18	26	18	6	21	12	10	17.833	
Simple Assault	28	37	26	32	48	33	30	27	18	21	22	22	28.666	
Breaking & Entering	74	47	47	51	50	61	47	28	40	31	42	55	47.75	
Larceny	116	110	116	121	148	139	171	155	154	148	43	149	130.833	
Motor Vehicle Theft	12	11	8	6	7	7	7	12	10	6	5	12	8.583	
Arson	0	0	0	0	0	0	0	2	0	0	0	0	0.166	
TOTALS	251	229	231	234	289	263	285	244	233	234	131	257	240.077	

Public Utilities Department Monthly Report- May 2014

Report prepared by: Karen Brashear

Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. All of the city's 25 pump stations are operating well with no problems to report. The 10-foot WRF Lab expansion project is nearly complete with only a few punch list items remaining.

Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly. There are no problems to report for this period.

Compost Facility

Nine hundred seventy six cubic yards of compost/mulch was sold in May 2014. The Compost Facility is running smoothly with only minor repairs.

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

2014 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
Water	4.586	4.629	4.449	4.467	4.953								4.617
Sewer	9.75	10.37	11.19	9.51	13.10								10.78
CY Compost	246	198	471	763	976								531

2013 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
Water	4.495	4.390	4.217	4.283	4.700	4.823	4.790	5.196	4.898	4.591	4.404	4.740	4.628
Sewer	7.76	7.52	7.18	7.75	8.20	10.17	15.10	9.11	7.89	7.05	6.58	8.48	8.56
CY Compost	320	172	347	511	450	134	252	276	362	419	256	1211	384



Travel & Tourism Department Monthly Report – May 2014

Prepared by: Betsy Rosemann, Director

- A total of 382 inquiries were fulfilled by the Travel & Tourism Office (TTO) during the month of May.
- The TTO distributed 227 promotional items for family reunions, local events and summer interns at CEFS. Promotional items were also provided for an educator who will be teaching overseas this summer.
- Betsy Rosemann attended the US Hwy117/I-795 Corridor Study Focus Group Meeting in Mount Olive on May 1st. The attendees, representing three counties, were in support of the proposed I-795 connectivity to I-40.
- Wayne County Chamber of Commerce hosted the Eggs and Issues Legislative Breakfast on May 2nd. Betsy attended the event.
- National Tourism Day was celebrated at the I-95 North Welcome Center on May 8th. Betsy and two hoteliers were on hand to greet travelers as they stopped at the welcome center. The traffic count was 741 vehicles from 10:00 am - 2:00 pm (approx. 2000 people).
- Kim Best, Councilman Chuck Allen, Councilman Bill Broadway and Betsy attended the AENC Legislative Reception on May 14th in Raleigh. Goldsboro Wayne County Travel & Tourism co-hosted the event.
- Business After Hours was held at the Best Western Plus on May 15th. The hotel unveiled the new property renovations. Betsy attended the function.
- On May 20th Guy Gastor, with the NC Film Office, visited Goldsboro. Betsy escorted him to various sites where he took photographs of potential filming/production sites.
- Betsy and the 916th Public Affairs office facilitated a base tour on May 22nd. The tour consisted of Hotel General Managers from multiple states representing ZMC Hotel Management. ZMC owns two hotels in Goldsboro, The Hampton Inn and Best Western Plus.
- The 4th FW PA office and the 916th PA office assisted in another base tour, held on May 29th. The group was comprised of 25 military retirees from New Bern.
- The One Voice Industry Dinner sponsored by NC Travel Industry Association (NCTIA) was held on May 27th. Betsy attended the event in Raleigh in Raleigh.
- The Goldsboro Tourism Council held their regular meeting on May 28th.
- On May 28th. Scott Barnard, Ashlin Glaither, of ZMC Hotels, and Betsy attended the NCTIA Legislative Reception in Raleigh. Goldsboro Wayne County Travel & Tourism were sponsors of the event. The function was well attended by the legislators and their staff.

- The 2014 Goldsboro Criterium cycling event was held in downtown Goldsboro on May 31st. Parks and Recreation, Travel & Tourism, Goldsboro Police Department and other departments of the City of Goldsboro worked in conjunction to make the event a great success. 85-90 cyclists participated and economic impact for the on day event exceeded \$6,000.
- The Stoney Creek Crusher II Disc Golf tournament was held on May 31st and June 1st. Saturday play was at Goldsboro Municipal Golf Course and Sunday play was at Berkeley Park. An “after” event on Saturday evening was held downtown at the Flying Shamrock. Over 60 players were registered, including 3 top professional disc golfers.
- The TTO, in conjunction with Parks & Rec, is planning two new sporting events in June. The 3V3 Live Soccer Tournament will be held on June 14th and the NC State Championships of Cornhole will take place on June 27th and 28th.

Occupancy Tax Collections YTD

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	Average
2014	\$55,941	\$49,095	\$42,148										\$147,184	\$49,061
2013	\$44,097	\$53,434	\$37,271	\$55,984	\$59,385	\$55,999	\$50,239	\$49,618	\$45,554	\$63,415	\$37,729	\$20,824	\$573,549	\$47,796
2012	\$56,022	\$62,755	\$23,972	\$87,818	\$65,304	\$55,674	\$51,793	\$55,809	\$49,572	\$44,528	\$44,086	\$36,851	\$634,184	\$52,849
2011	\$65,943	\$49,599	\$43,982	\$52,774	\$51,297	\$52,800	\$55,065	\$61,126	\$46,366	\$42,824	\$45,738	\$61,162	\$628,665	\$52,389